



## Puget Sound Regional Council

### **MINUTES**

#### **OPERATIONS COMMITTEE MEETING**

**THURSDAY, APRIL 28, 2022**

#### **PUGET SOUND REGIONAL COUNCIL, HYBRID MEETING**

**9:00 a.m.**

#### **1. Call to Order and Roll Call**

Mayor Becky Erickson called the meeting of the Operations Committee to order at 9:01 a.m. Chair Erickson shared that this would be a hybrid meeting for the Operations Committee, allowing for remote and in-person attendance. A call-in number was provided on the meeting agenda for members of the public to listen to the meeting.

#### **2. Communications and Public Comment**

Alex Tsimerman, Marguerite Richard, and the Honorable Michael Fuller provided public comment.

A quorum was established by roll call. See attached attendance roster for members and alternates present for all or part of the virtual meeting.

Guests and staff present for all or part of the virtual meeting were:

Larry Blackett, PSRC  
 Josh Brown, PSRC  
 Nancy Buonanno Grennan, PSRC  
 Doug Cox, PSRC  
 The Honorable Michael Fuller  
 Bryce Hagan, PSRC  
 Melissa Hom, PSRC  
 Patty Jakala, PSRC  
 Thu Le, PSRC  
 Liana Lopez, PSRC  
 Lili Mayer, PSRC  
 Casey Moreau, PSRC  
 Marguerite Richard, Black Action Network  
 Alex Tsimerman  
 Andrew Werfelmann, PSRC

#### **3. Consent Agenda**

a. Approve Minutes of Meeting held March 24, 2022

b. Approve Vouchers Dated February 28, 2022 through April 6, 2022 in the Amount of \$974,548.22

**Consent Agenda–Action:** It was moved and seconded (Low/Bachman) to approve the minutes of the Operations Committee meeting March 24, 2022, and the vouchers dated February 28, 2022 through April 6, 2022 in the Amount of \$974,548.22. The motion was unanimous.

**4a. Action Item – Approve Updated Policy on Compensating Members of PSRC Funded Focus Groups, Committees, and/or Community Based Organizations**

Lili Mayer, PSRC, reminded the committee that the State Auditor’s Office (SAO) unofficially reviewed PSRC’s Outreach and Compensation Policy and Procedures and provided recommendations for improvement. PSRC staff have incorporated the SAO’s suggested updates and seek the committee’s feedback. Policy changes include the addition of Community Based Organizations (CBO’s) as qualified recipients and added language to require attendance records prior to compensation.

The committee discussed how individuals and CBOs are compensated, with concern for duplicative efforts of compensation. The committee also heard from staff how PSRC is working with CBOs to assess displacement risk. These organizations often have limited resources and availability. Offering compensation can allow for these organizations to participate in PSRC’s work and offer their expertise. Staff of a CBO are not directly compensated by the policy, compensation is for legally recognized CBOs. The committee discussed how compensation supports equity but asked for further clarification of policy definitions and the information trying to be obtained by compensating CBOs. The action was delayed until the June Operations Committee meeting.

**4b. Action Item – Contract Authority for Consultant Services for Housing Survey**

Paul Inghram, PSRC, shared that the committee was being asked to authorize a contract to conduct a public opinion poll related to housing. PSRC will be moving into implementation of the recently adopted Regional Housing Strategy and many local jurisdictions will starting work on their comprehensive plan updates. As such, PSRC staff have identified the need to engage the broader public on housing issues. Mr. Inghram provided a brief overview of some of the data the poll would hope to collect. He noted that the Department of Commerce is also interested in a statewide poll. Ideally, PSRC would be able to complete a single contract and cost share with Commerce for the statewide expenses.

The committee shared interests in various questions the poll would ask and who would be targeted. Mr. Inghram will provide a briefing to the committee as the survey is developed.

**ACTION:** It was moved and seconded (Tolbert/McDermott) to recommend that the Executive Board authorize the Executive Director to enter a consultant contract for public opinion polling related to the Regional Housing Strategy. The total

**budget for this consultant work is not to exceed \$254,100. The motion was unanimous.**

**5a. Information Item – New Employees Status Report**

Thu Le, PSRC, introduced three new PSRC employees: Doug Cox, Bryce Hagan and Melissa Hom.

**5b. Information Item – Update on PSRC’s Office Space Plans**

Nancy Buonanno Grennan, PSRC, shared that Larry Blackett with Kidder Matthews had joined the committee today to discuss considerations for remaining in PSRC’s current office or relocating. Ms. Grennan shared that PSRC has been in its current location for 30 years, leasing 27,000 square feet at a cost of \$1.1 million. The lease is expected to increase to \$1.2 million by 2024. PSRC has been working with staff, Mr. Blackett and an architect to understand space needs and explore other options.

Mr. Blackett shared that PSRC would be able to shrink its footprint to roughly 18,500 square feet. PSRC is looking to locate within the Central Business District and has toured various locations, with additional tours scheduled. He noted that construction costs have increased 25-30% over the last 6-9 months. Tenant improvement costs will be a major factor when evaluating options.

The committee discussed location accessibility, transportation, parking, and remote participation. The committee also discussed sharing space with partner agencies. Ms. Buonanno Grennan noted other government agencies that PSRC had contacted to determine if there was potential for space sharing. Further information will be brought back to the committee at its June meeting. Ms. Buonanno Grennan asked committee members to reach out to her with questions so staff can be prepared to respond with information and research in June.

**5c. Information Item – Monthly Budget Status Report**

**5d. Information Item – Contract Status Report**

**5e. Information Item – Grant Status Report**

Information items were included in the agenda packet. Members could reach out to staff with questions. Mayor Erickson shared that the General Assembly is scheduled for Thursday, May 26, 2022.

**The meeting adjourned at 9:50 a.m.**

Attachments:

Operations Cmte April 28, 2022 Attendance Roster

## PSRC Operations Committee April 28, 2022

Jurisdiction		Member	Attend
King County	2	CM Claudia Balducci	
		CM Joe McDermott	1
City of Seattle	1	CM Andrew Lewis	1
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	
Kitsap County & Cities/Towns	1	MYR Becky Erickson, Poulsbo, Chair	1
		CM Rob Gelder, Kitsap County Alt.	
Pierce County	1	CM Derek Young	
		CM Dave Morell Alt.	
Pierce County Cities/Towns	1	CM Doug Fagundes, Fife	1
		MYR Pro Tem Javier Figueroa, University Place, Alt	
Snohomish County	1	CM Sam Low	1
		CM Stephanie Wright Alt.	
Snohomish County Cities/Towns	1	MYR Barb Tolbert, Arlington	1
		CM Bryan Wahl, Mountlake Terrace Alt.	
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM Hester Serebrin, WSTC	
		COM Glen Bachman, Port of Everett Alt.	1
Members	10	Present	8
		Quorum (5)	8