



# Puget Sound Regional Council

## **MINUTES**

### **Puget Sound Regional Council Executive Board**

**Thursday, July 28, 2022**

**Hybrid Meeting, PSRC Board Room**

## **CALL TO ORDER AND ROLL CALL**

The meeting of the Executive Board was called to order at 10:02 AM by King County Councilmember Claudia Balducci, PSRC President. A video of the meeting was streamed live as well as recorded and will be available for viewing on PSRC's website. A call-in number was provided on the meeting agenda for members of the public to call in by phone and listen live to the meeting. Roll call determined attendance and that a quorum was present.

## **COMMUNICATIONS AND PUBLIC COMMENT**

Joe Kunzler and Alex Tsimerman provided public comment.

## **PRESIDENT'S REMARKS**

President Claudia Balducci thanked members of the board for joining the meeting. She stated that the board has a busy morning with a few action items and a full consent agenda, followed by an Executive Session regarding real estate matters.

President Balducci announced that Pierce County Other Cities and Towns has made changes to its representation on the board. Fife Councilmember Doug Fagundes will be replaced by University Place Mayor Pro Tem Javier Figueroa as the representative and the new alternate will be Puyallup Deputy Mayor Ned Witting.

## **COMMITTEE REPORTS**

Vice President Becky Erickson, Chair, Operations Committee, reported that at today's meeting, the committee recommended approval of vouchers dated May 31, 2022 through July 11, 2022 in the amount of \$967,387.26. The committee also approved FY 2023 Indirect Cost Rate, approved a budget amendment to add funds from the Department of Commerce for the Housing Public Opinion Survey, approved a contract

authority for on-call model development support, and approved contract authority for joint development of travel model software.

Vice President Erickson also stated that the committee held an executive session to discuss real estate matters. She commented that “both the Operations Committee and Executive Board have heard from staff over the last several months regarding developments of PSRC’s Office Space. Staff have toured 10 different sites and with the help of a commercial real estate broker was able to narrow it down to one preferred site – preferred because of its easy access to transit, as well as the most favorable in terms of costs.”

Vice President Erickson reminded the board that they had received an invitation to tour the potential site on July 14. She commented, “I was able to attend along with Councilmember Balducci and Mayor Pro Tem Figueroa. PSRC staff and Larry Blackett, PSRC’s real estate broker, showed us the premises.”

She reported that at today’s executive session the committee heard more about the terms of the lease and following the executive session took action to recommend the Executive Board authorize the Executive Director to execute the office space lease.

## **CONSENT AGENDA**

**ACTION: It was moved and seconded (Birney/Garrido) to: (a) Approve Minutes of Meeting held June 23, 2022 (b) Approve Vouchers Dated May 31, 2022 through July 11, 2022 in the Amount of \$967,387.26 (c) Approve PSRC FY 2023 Indirect Cost Rate Approval (d) Approve Budget Amendment to Add Revenue from Department of Commerce for Housing Public Opinion Survey (e) Approve Contract Authority for On-Call Model Development Support (f) Approve Contract Authority for Joint Development of Travel Model Software (g) Adopt Routine Amendment to the 2021-2024 Transportation Improvement Program (TIP) and (h) Approve Critical Urban Freight Corridor (CUFC) and Critical Rural Freight Corridor (CRFC) Designations for the PSRC Region.**

**The motion passed Unanimously.**

## **NEW BUSINESS**

### **Approve 2022 Annual FTA Adjustments**

Sarah Gutschow, PSRC Senior Planner, briefed the board on the requested action to approve the 2022 annual FTA adjustments.

In April of 2022, PSRC was notified of the region’s final allocation of federal fiscal year (FFY) 2022 Federal Transit Administration (FTA) funds. FTA requires that PSRC review the estimates used to program its FTA funds with the actual allocation approved by



Congress on an annual basis. Due to the final allocation being higher than the original estimates used for programming, there is an additional \$93.7 million available for distribution. A summary of the funds originally programmed and the adjustments for FFY 2022 were provided in Attachment A in the agenda packet. The recommendation of the Transportation Operators Committee (TOC) for the adjustments, including the distribution of additional funds to projects, were contained in Attachment B in the agenda packet.

At its meeting on July 14, the Transportation Policy Board recommended approval of the adjustments and additional FFY 2022 FTA funds to the list of projects as shown in Attachments B and C in the agenda packet.

**ACTION: It was moved and seconded (Robinson/Erickson) that the Executive Board approve the adjustments and \$93.7 million in additional FFY 2022 FTA funds to the list of projects as shown in Attachments B and C.**

**The motion passed with Pierce County Councilmember Young voting no.**

**Approve Projects Proposed for PSRC's 2025-2026 Federal Highway Administration Funds**

Kelly McGourty, PSRC Director of Transportation Planning; and Charles Patton, PSRC Program Manager – Equity Policy and Initiatives, briefed the board on the requested action to approve projects proposed for PSRC's 2025-2026 Federal Highway Administration Funds.

PSRC has project selection authority for several sources of funding from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). A project selection process is conducted every two years to distribute PSRC's federal funds via a competitive process detailed in the Policy Framework for PSRC's Federal Funds. Between February and June 2022, the project selection process to distribute approximately \$187 million of PSRC's 2025-2026 FHWA funds was conducted. The projects recommended to receive these funds were identified in Attachments A and B in the agenda packet.

At its meeting on July 14, the Transportation Policy Board recommend Executive Board approval of the projects identified in Attachments A and B in the agenda packet.

**ACTION: It was moved and seconded (Pauly/Birney) that the Executive Board approve the projects recommended for PSRC's FHWA funds as identified in Attachments A and B, including the prioritized contingency lists of projects should additional funds become available prior to the next project selection process.**

**The motion passed unanimously.**

## **EXECUTIVE SESSION**

### **Executive Session Regarding Real Estate Matters**

At 11:17 AM President Claudia Balducci announced that the board would adjourn to an Executive Session for 15 minutes to discuss real estate matters. President Balducci reconvened the board meet at 11:32 AM.

## **NEW BUSINESS**

### **Authorize Executive Director to Execute Office Space Lease**

Following the Executive Session, Josh Brown, PSRC Executive Director, briefed the board on the requested action to authorize the execution of an office space lease.

Lease negotiations and market research were conducted with the advice and counsel of a corporate real estate broker, who leveraged the market to enable PSRC to negotiate competitive proposals both in terms of rental rate and tenant improvement allowances. Over ten different properties were viewed, and multiple offers were solicited in the last nine months.

PSRC is currently leasing 27,198 square feet of office space on the 5th floor of Waterfront Place, located at 1011 Western Avenue, at a rate of approximately \$100,000 per month. For several reasons, remaining at WFP has proven to be infeasible. Staff began exploring new lease options beginning in March 2021.

The spaces under consideration will allow for a large board room that will be flexible in set-up and size, depending on the number of in-person occupants. In addition, the space will provide more flexible use and meeting room space for hybrid work envisioned for the future. The space improves PSRC's space efficiency while accommodating potential future growth.

Staff, with the assistance of commercial real estate attorneys as well as commercial tenant representative, Larry Blackett, of Kidder Mathews, has been negotiating a lease agreement that would commence on January 1, 2024. The Operations Committee has been overseeing the progress of the space selection and lease negotiations and in July 2022, members of PSRC's boards were invited to tour potential new space.

Staff is recommending the Executive Board authorize the Executive Director to execute a lease agreement under the most favorable negotiated tenant improvements and rental rates.

Once executed, staff will work with the Operations Committee on a budget for all the relocation expenses, including furniture, IT infrastructure, as part of the development of the next biennial budget and work program.

**ACTION:** It was moved and seconded (Birney/Garrido) that the Executive Board authorize the Executive Director to execute a lease for new office space in downtown Seattle beginning in 2024.

The motion passed unanimously.

#### **INFORMATION ITEMS**

Included in the agenda packet was a new Employee Status Report and a letter from Representative Marilyn Strickland regarding environmental and stormwater mitigation.

#### **OTHER BUSINESS**

There was no other business brought before the board.

#### **NEXT MEETING**

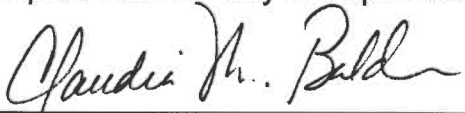
The Executive Board will next meet on Thursday, September 22, 2022, 10 – 11:30 AM. This will be a hybrid meeting.

#### **ADJOURN**

The meeting adjourned at 11:36 AM.

---

Adopted this 22<sup>nd</sup> day of September 2022.



Councilmember Claudia Balducci, President  
Puget Sound Regional Council

ATTEST:

  
\_\_\_\_\_  
Josh Brown, Executive Director

Attachments:  
eb2022-july28-attendance



Executive Board Meeting - July 28, 2022		
Members and Alternates that participated for all or part of the meeting included:		1=Present
King County	EXC Dow Constantine	1
	CM Claudia Balducci	1
	CM Joe McDermott Alt	
	CM Jeanne Kohl Welles Alt	
Seattle	MYR Bruce Harrell	1
	CM Andrew Lewis	
	CM Tammy Morales	
	CM Dan Strauss	
	CM Teresa Mosqueda Alt	
	CM Alex Pedersen Alt	
Bellevue	MYR Lynne Robinson	1
	CM Jennifer Robertson Alt	
Federal Way	MYR Jim Ferrell	1
	Vacant Alt	
Kent	MYR Dana Ralph	1
	CM Toni Troutner Alt	
Kirkland	MYR Penny Sweet	1
	DP MYR Jay Arnold Alt	1
Renton	MYR Armondo Pavone	1
	CM James Alberson, Jr. Alt	
Redmond	MYR Angela Birnev	1
	CM Jessica Forsythe Alt	1
Auburn	MYR Nancy Backus	1
	Vacant Alt	
Cities/Towns	CM Chris Roberts, Shoreline	
	MYR Allan Ekberg, Tukwila	1
	CM James McNeal, Bothell	
	CM David Baker, Kenmore Alt	1
	MYR Jeff Wagner, Covington Alt	1
	MYR Mary Lou Pauly, Issaquah Alt	1
	MYR Jan Molinaro, Enumclaw 2nd Alt	1
	MYR Rob McFarland, North Bend 2nd Alt	1
Kitsap County	COM Charlotte Garrido	1
	COM Robert Gelder Alt	1
Bremerton	MYR Greg Wheeler	1
	CM Michael Goodnow Alt	
Port Orchard	MYR Rob Putaansuu	
	CM Jay Rosapepe Alt	1
Cities/Towns	MYR Becky Erickson, Poulsbo	1
	MYR Joe Deets, Bainbridge Island Alt	1
Pierce County	EXC Bruce Dammeier	
	CM Derek Young	1
	CM Dave Morell Alt	
Tacoma	MYR Victoria Woodards	
	CM Keith Blocker Alt	
Lakewood	CM Don Anderson	
	CM Linda Farmer Alt	
Cities & Towns	MYR Pro Tem Javier Figueroa, University Place Alt	1
	DP MYR Ned Witting Alt	1
Snohomish County	EXC Dave Somers	1
	CM Sam Low	1
	CM Stephanie Wright Alt	
Everett	MYR Cassie Franklin	
	CM Don Schwab Alt	
Cities/Towns	MYR Barbara Tolbert, Arlington	1
	MYR Pro Tem Bryan Wahi, Mountlake Terrace	1
	CM George Hurst, Lynnwood Alt	
	MYR Mason Thompson, Bothell Alt	1
Port of Bremerton	COM Axel Strakeljahn	1
	COM Carv Bozeman Alt	
	COM Gary Anderson Alt	
Port of Everett	COM Glen Bachman	1
	COM Tom Stiger Alt	
Port of Seattle	COM Ryan Calkins	1
	COMM Sam Cho Alt	
Port of Tacoma	COM Dick Marzano	1
	COMM Kristin Ang Alt	
Washington State Department of Transportation	Secretary Roger Millar	
	Julie Meredith Alt	1
	Brian Nielsen Alt	
	Steve Roark Alt	
	Robin Mayhew Alt	
Washington State Transportation Commission	COMM Hester Serebrin	1
	COMM Jerry Litt Alt	