



Puget Sound Regional Council

MINUTES

**Puget Sound Regional Council Operations Committee
February 22, 2024
1201 Third Avenue, Ste 500, Seattle, WA 98101**

CALL TO ORDER AND ROLL CALL

Executive Somers called the meeting of the Operations Committee to order at 9:00 a.m. The Operations Committee is held as a webinar. A link for the public to watch the webinar was provided on the meeting agenda as well as a call-in number.

A roll call determined that a quorum was present.

COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

ACTION: It was moved and seconded (Wahl/Simpson) to

- a. Approve Minutes of Meeting held January 25, 2024
- b. Approve Vouchers Dated January 2, 2024, through February 5, 2024, in the Amount of \$807,877.84.

The motion passed.

ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR CLEANING AND DISPOSAL

Nancy Buonanno Grennan, PSRC, shared that PSRC's lease at Waterfront Place expires at the end of May this year. Prior to the lease expiration, surplus furniture and equipment must be removed and repairs must be completed. The committee is being asked to recommend approval of contract authority for cleaning and disposal at Waterfront Place in an amount not to exceed \$90,000.

Per committee recommendation, PSRC has coordinated with multiple jurisdictions to donate surplus office furniture. PSRC anticipates this will reduce disposal expenses.

ACTION: It was moved and seconded (Wahl/Deets) to recommend the Executive Board authorize the Executive Director to enter one or more contracts with one or more vendors to provide removal, repair, and restoration services at PSRC's former office suite in an amount not to exceed \$90,000. The motion passed.

ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR 2024 GENERAL ASSEMBLY

Ms. Buonanno Grennan stated that PSRC has started initial planning for the 2024 General Assembly. The event will be held at the Seattle Convention Center. The committee is being asked to recommend approval of one or more contracts not to exceed \$40,000 to support the event. Contracts will include, but are not limited to, audio visual support, catering, and a speaker.

ACTION: It was moved and seconded (Roberts/Simpson) to recommend that the Executive Board authorize the Executive Director to enter into one or more contracts for support of the 2024 General Assembly. The total cost for all contracts will not exceed \$40,000. The motion passed.

INFORMATION ITEMS:

- a. PSRC Office Space Report
- b. Monthly Budget Report
- c. Contract Status Report
- d. Grant Status Report
- e. Save the Date: PSRC General Assembly, May 30, 9:30 a.m. – 1 p.m.
- f. VISION 2050 Awards – Call for Nominations 2024

The committee reviewed monthly reports.

Josh Brown, PSRC, invited committee members to share thoughts on a speaker for the upcoming General Assembly. Mr. Brown asked members to encourage newly elected colleagues to attend PSRC's upcoming workshop for Newly Elected Officials. The workshop is scheduled for Friday, March 1 at PSRC's new office.

Ms. Buonanno Grennan shared that in the past the committee has had questions about the low threshold for contract authority approval. PSRC's bylaws set the amount at \$10,000. Staff reviewed contract authority thresholds for member jurisdictions and found that \$50,000 was a consistent threshold. To change the threshold amount in the bylaws would require a lengthy and complicated process, additionally it would require approval of 2/3 vote of the General Assembly. Staff propose that contracts will still come before the committee, but those below \$50,000 would be on the Operations Committee

consent agenda. Should members have questions, the contract(s) could be pulled from the consent agenda. This update could streamline the agenda and save time. Mr. Brown shared that while staff are recommending \$50,000, the committee can set the amount. The committee will receive more information about this change at its next meeting.

NEXT MEETING

The Operations Committee will meet on Thursday, March 28, 2024, 9:00-9:50 a.m.

ADJOURN

The meeting was adjourned at 9:20 a.m.

ATTACHMENTS

- a. Attendance February 22, 2024

PSRC Operations Committee February 22, 2024
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Jurisdiction		Member	Attend
King County	2	Vacant	
		Vacant	
City of Seattle	1	CM Dan Strauss	
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	
Kitsap County & Cities/Towns	1	MYR Becky Erickson, Poulsbo	1
		CM Joe Deets, Bainbridge Island Alt.	1
Pierce County	1	CM Dave Morell	
		CM Ryan Mello Alt	
Pierce County Cities/Towns	1	MYR Josh Penner, Orting	
		CM Dennis King, Puyallup Alt.	
Snohomish County	1	EXEC Dave Somers, Chair	1
		CM Jared Mead Alt.	
Snohomish County Cities/Towns	1	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
		Vacant Alt.	
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM David Simpson, Port of Everett	1
		COM Glen Bachman, Port of Everett	
Members	10		6
		(Quorum = 5) Quorum Total	5