



Puget Sound Regional Council

Operations Committee

Thursday, April 24, 2025 • 9:00 – 9:50 a.m.

Hybrid Meeting – PSRC Conference Room - 1201 Third Avenue, Suite 500, Seattle, 98101

Watch or listen

- Watch the meeting live via webinar:
<https://psrc-org.zoom.us/j/82174237820?pwd=JXCx2A0UMDbliDexTROQBDYwY7htPX.1>
- Listen by phone 1-888-475-4499, Webinar ID: 821 7423 7820, Passcode: 790890

Attend

- The public can attend meetings at [PSRC's offices](#).
- PSRC staff will be available to provide floor access 30 minutes before the meeting's start time and up to 15 minutes after the meeting's start time.
- If you arrive after these times, please call 206-464-7090 for assistance.

Provide public comment

- **Public comment must relate to an action or discussion item on the agenda. Each member of the public will have 2 minutes to speak.**
- **In-person**
Public comment may be made in person at PSRC's offices.
- **Comment via Zoom webinar**
Following the Call to Order, the Committee Chair will open public comment and allow attendees to "raise hand" to speak. When your name is called, unmute your microphone to speak. The committee will hear the audio but not see your video.
- **Written comments**
Comments may be submitted via email to cmoreau@psrc.org by 8:00 a.m. the day of the meeting. Comments will be shared with board members.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#).

1. Call to Order and Roll Call (9:00) – Executive Dave Somers, Chair

2. Communications and Public Comment

Public comment must relate to an action or discussion item on the agenda.

3. Consent Agenda - Action Items

- a. Approve Minutes of Meeting held February 20, 2025
- b. Approve Vouchers March 12, 2025, Through April 7, 2025, in the Amount of \$1,416,765.66
- c. Approve Contract Authority for Traffic Modeling Software Maintenance

4. Action Items

- a. Recommend Approval of Fiscal Years 2026-2027 Biennial Budget & Work Program
- b. Approve Contract Authority for Ongoing Administrative Support
- c. Recommend Adoption of Resolution Appointing Executive Director to Receive Claims

5. Information Items

- a. Monthly Budget Report
- b. Contract Status Report
- c. Grant Status Report
- d. PSRC General Assembly, Thursday, May 22, 2025, 10:00 a.m. – 1:00 p.m., Seattle Convention Center - Summit Building, Downtown Seattle, [register online](#).
- e. 2025 Household Travel Survey Flyer
- f. Toolbox Series: Streamlining Housing with Pre-Approved ADU Plans, Friday, May 9, 2020, 10:00 a.m. – 11:30 a.m.
- g. Summer Planning Academy – Accepting Applications

6. Next Meeting: NO MEETING IN MAY

Thursday, June 26, 2025, 9:00 - 9:50 a.m.

7. Adjourn (9:50)

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Casey Moreau, e-mail cmoreau@psrc.org or mail.

For language or ADA assistance at PSRC board meetings, please contact us at 206-464-7090 at least 72 hours in advance of the meeting. For TTY-based telecommunications relay service dial 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact/language-assistance>.



Puget Sound Regional Council

MINUTES

Operations Committee

February 27, 2025

1201 Third Avenue, Ste 500, Seattle, WA 98101

CALL TO ORDER AND ROLL CALL

Executive Dave Somers, Chair, called the meeting of the Operations Committee to order at 9:00 a.m. Chair Somers announced that 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.

Roll call determined that a quorum was present.

COMMUNICATIONS AND PUBLIC COMMENT

Alex Tsimmerman provided public comment.

DISCUSSION ITEM: FISCAL YEAR 2024 AUDIT RESULTS FOR PUGET SOUND REGIONAL COUNCIL AND THE CENTRAL PUGET SOUND ECONOMIC DEVELOPMENT DISTRICT.

Lili Mayer introduced staff from the Washington State Auditor's Office (SAO): Joe Simmons, Sherry Chang and Omaira Garcia. They presented the results of the accountability audit, financial statements and single audit for Fiscal Year 2024. The auditors issued an unmodified clean audit opinion for both PSRC and the Central Puget Sound Economic Development District.

Josh Brown, PSRC, shared this is PSRC's 13th clean audit in a row and thanked staff and Francis & Company for their outstanding work and due diligence.

CONSENT AGENDA

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

- a. Approve Minutes of Meeting held January 23, 2025.

- b. Approve Vouchers Dated January 15, 2025 Through February 3, 2025, in the Amount of \$1,437,654.97.
- c. Approve Contract Authority for 2025 General Assembly.

The motion passed.

INFORMATION ITEMS:

- a. Monthly Budget Report
- b. Contract Status Report
- c. Grant Status Report
- d. VISION 2050 Awards – Call for Nominations
- e. Save the Date! PSRC General Assembly, Thursday, May 22, 2025, 10:00 a.m. – 1:00 p.m. Location to be determined.

Monthly reports and information on VISION 2050 awards were included in the agenda packet. Executive Somers noted that the General Assembly will meet Thursday, May 22.

ADJOURN

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

ATTACHMENTS

- a. Attendance February 27, 2025

PSRC Operations Committee 2025 - February 27, 2025

3.a - Att. A

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
		COM Christine Rolfes, Kitsap County Alt.	
Pierce County	1	CM Dave Morell	1
		CM Robyn Denson Alt.	
Pierce County Cities/Towns	1	Vacant	
		CM Jeff Sproul, Orting 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	6



Puget Sound Regional Council

April 17, 2025

CONSENT AGENDA

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Vouchers Dated March 12, 2025, Through April 7, 2025, in the Amount of \$1,416,765.66**

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

<u>WARRANT DATE</u>	<u>VOUCHER NUMBER</u>	<u>TOTALS</u>
03/12/25 - 04/07/25	AP Vouchers	\$ 535,728.85
03/14/25 - 03/31/25	Payroll	\$ 881,036.81
		<hr/>
		\$ 1,416,765.66

For additional information, please contact Andrew Werfelmann, Budget Manager, at awerfelmann@psrc.org or 206-971-3292.



Puget Sound Regional Council

April 17, 2025

CONSENT AGENDA

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Contract Authority for Traffic Modeling Software Maintenance**

IN BRIEF

Executive Board authorization is required for the Executive Director to enter into a contract in excess of \$10,000 per year. A request is being made to authorize one or more contracts for the maintenance of PSRC's traffic modeling software maintenance for the Fiscal Years 2026-2027, contingent on the General Assembly's approval of the FY 2026-2027 Biennial Budget and Work Program.

RECOMMENDED ACTION

Recommend the Executive Board authorize the Executive Director to enter into one or more contracts to maintain its traffic modeling software in an amount not to exceed \$26,000 for the FY 2026-2027 biennium.

BUDGET IMPACT

The recommended Biennial Budget and Work Program for Fiscal Years 2026-2027 includes funding for both the traffic modeling software and its maintenance for the biennium.

DISCUSSION

For decades, PSRC has purchased software licenses for its data staff to assist in traffic modeling, one of its core functions. The software enables the team to make PSRC's traffic data clear and actionable. As of 2024, the annual maintenance cost exceeds \$10,000 and therefore PSRC staff are requesting contract authority to ensure

maintenance of the traffic modeling software. To ensure all ongoing services and contracts are aligned with our biennial budget and work program, we are asking for contract authority now.

For additional information, please contact Craig Helmann, Director of Data, at chelmann@psrc.org or 206-289-3889.



Puget Sound Regional Council

April 17, 2025

ACTION ITEM

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Recommend Approval of Fiscal Years 2026-2027 Biennial Budget & Work Program**

IN BRIEF

On Thursday, April 24, 2025, the Operations Committee will be asked to recommend to the Executive Board the Fiscal Years 2026-2027 Biennial Budget and Work Program for adoption by the General Assembly on May 22, 2025.

Additional information on dues options will be sent to Operations Committee members to facilitate the discussion and to finalize the budget proposal.

An April approval by the Executive Board is needed to stay on schedule for adoption at the May 22nd General Assembly.

RECOMMENDED ACTIONS

1. **Recommend that the Executive Board approve the Proposed FY 2026-2027 Biennial Budget and Work Program and recommend adoption by the General Assembly on May 22, 2025.**
2. **Recommend that the General Assembly adopt Resolution PSRC-A-2025-01 authorizing the submittal of the adopted Fiscal Year 2026-2027 Biennial Budget and Work Program.**

BUDGET IMPACT

The proposed FY 2026-2027 Biennial Budget and Work Program of \$41.8 million is based on revenue and expense assumptions illustrated in Tables 1 through 7, beginning on page 17 of the Draft FY2026-2027 Biennial Budget and Work Program Document.

DISCUSSION

The Puget Sound Regional Council is the federally designated Metropolitan Planning Organization and state designated Regional Transportation Planning Organization for the four-county area and has specific responsibilities under the Infrastructure Investment and Jobs (IIJA) Act, Fixing America's Surface Transportation (FAST) Act, Clean Air Act (CAA), the state Growth Management Act (GMA), the Economic Development Act (EDA), and the Interlocal Agreement approved by PSRC members.

PSRC is funded through a combination of federal and state grants and local funds. The federal grants traditionally make up nearly 80% of the funding, while state grants contribute about 5%. Local funds provide approximately 15% and are used to match the state and federal grants, and fund work not covered by federal and state grants.

PSRC's major activities in the FY 2026-2027 Budget and Work Program will build on and enhance efforts carried forward from Fiscal Years 2024-2025, focusing on meeting mandates and continuing to provide essential services to members. The budget contains the following elements: Planning Management, Regional Growth Planning, Transportation Planning, Economic Development, Data, Council Support, Communications, and Administrative Services.

The Operations Committee is responsible for developing the annual Budget and Work Program. Budget development started September 2024 with a review of key dates. In October, the committee reviewed the revenue and expenditure assumptions as well as PSRC's financial policies. The resulting draft Budget and Work Program was reviewed by the committee at its January 23, 2025 meeting.

In January 2025, the Executive Board, Transportation Policy Board, Growth Management Policy Board, and Economic Development District Board had the opportunity to review the proposed draft Budget and Work Program and provide comments. No changes were proposed.

At its April 24 meeting, the Operations Committee will recommend the Budget and Work Program for Executive Board approval. Pending Executive Board approval, the General Assembly is scheduled to adopt the Proposed FY 2026-2027 Biennial Budget and Work Program at its May 22 meeting.

View the [Proposed Biennial Budget and Work Program, Fiscal Years 2026-2027](#) online.

For additional information, please contact Andrew Werfelmann, Budget Manager, at awerfelmann@psrc.org or 206-971-3292.

ATTACHMENTS

- A. Resolution PSRC-A-2025-1



Puget Sound Regional Council

RESOLUTION NO. PSRC-A-2025-01

**A RESOLUTION of the Puget Sound Regional Council
Authorizing Submittal of the Fiscal Years 2026-2027 Biennial
Budget and Work Program**

WHEREAS, the General Assembly of the Puget Sound Regional Council (PSRC), at its meeting on May 22, 2025, adopted the Biennial Budget and Work Program for Fiscal Years 2026-2027;

WHEREAS, that the Executive Director of the Puget Sound Regional Council is authorized to submit to the federal and state agencies the grant application to carry out the Biennial Budget and Work Program, and all supporting information, including procedures to ensure compliance with the requirements of the U.S. Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation.

NOW THEREFORE BE IT RESOLVED that the Executive Director is designated as the authorized official to execute grant contracts on behalf of the Puget Sound Regional Council with the United States Department of Transportation, the Economic Development Administration; the Environmental Protection Agency; the Federal Aviation Administration; the United States Geological Survey; and the Washington State Department of Transportation in support of the adopted budget and work program; and

BE IT FURTHER RESOLVED that the Executive Director of PSRC is authorized to incur costs beginning on July 1, 2025, and receive planning monies from the federal and state agencies and local jurisdictions pursuant to the adopted Biennial Budget and Work Program for Fiscal Years 2026-2027 for the Puget Sound Regional Council.

ADOPTED by the Assembly this 22nd day of May, 2025.

Becky Erickson, Mayor
City of Poulsbo
President, Puget Sound Regional Council

ATTEST: _____
Josh Brown, Executive Director



Puget Sound Regional Council

April 17, 2025

ACTION ITEM

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Contract Authority for Ongoing Administrative Support**

IN BRIEF

Executive Board authorization is required for the Executive Director to enter into a contract in excess of \$10,000. A request is being made to authorize new contracts in an amount not to exceed \$1,197,000 for ongoing administrative consulting and related services for the Fiscal Years 2026-2027 biennium, contingent on the General Assembly's approval of the FY 2026-2027 Biennial Budget and Work Program.

RECOMMENDED ACTION

Authorize the Executive Director to enter into contracts for administrative, legal, and information technology services in a total amount not to exceed \$1,197,000 for the FY 2026-2027 biennium.

The contract authority amount requests for specific services during the FYI 2026-2027 biennium are as follows:

1. Accounting and financial consulting services, not to exceed \$147,000.
2. Legal services, not to exceed \$225,000.
3. HR support services, not to exceed \$95,000.
4. Informational technology consulting services, not to exceed \$50,000.
5. Audio/visual support services, not to exceed \$100,000.
6. Web-streaming services, not to exceed \$55,000.
7. General office software programs, not to exceed \$145,000.
8. Electronic records database services, not to exceed \$25,000.

9. Copiers leasing services, not to exceed \$28,000.
10. Cloud hosting services, not to exceed \$240,000.
11. Website support services, not to exceed \$65,000.
12. Facility-related needs, including plant maintenance, not to exceed \$22,000.

BUDGET IMPACT

The recommended Biennial Budget and Work Program for Fiscal Years 2026-2027 includes sufficient funding for these administrative support services. Specifically, the proposed budget includes \$184,500 for the biennium for accounting and financial consulting services, \$307,500 for the biennium for legal services, \$102,000 for the biennium for human resources assistance, \$130,000 for information technology services, \$30,000 for records database services, and \$75,000 for website support services, under Administrative Services (Task 900).

DISCUSSION

For the fiscal years 2026-2027, PSRC would like to continue our practice of using outside consultants to provide finance, legal service, human resource assistance and information technology consulting.

Finance

Contracted accounting and financial management services include, but are not limited to audit preparation, internal audit services and ongoing accounting and financial management consulting. In addition, staff have worked to transition Safe Streets for All sub-recipient monitoring to our consultants. A competitive procurement process was completed in 2021 for financial and accounting services. A new competitive process will be completed in 2027.

Legal

PSRC currently contracts out legal counsel to provide on-call legal support for the agency. PSRC will continue contracting out legal support for the fiscal years 2026-2027. A competitive procurement process was completed in December 2019 for legal services. We will conduct a new competitive process in May 2025, with new contracts scheduled to be in place July 2025.

Human Resources

Contracted on-call human resource assistance includes, but is not limited to continued recruitment assistance, employee surveys and ongoing general human resource support, including online learning for staff on a variety of topics. A competitive procurement process was completed in August 2021 for human resources services. We will conduct a new competitive process in May 2025, with new contracts scheduled to be in place July 2025.

Information Technology Services

PSRC outsources network management and maintenance to assist PSRC's information technology (IT) staff. Services include review of PSRC's network and IT needs, incident response, project engineering and back-up "help desk" support. A new competitive process will be conducted in May 2025, with new contracts scheduled to be in place July 2025. Staff also rely on on-call audio-visual support services to help troubleshoot various A/V related issues as they arise.

In addition, the agency has a whole host of IT-related needs for which the agency is seeking contract authority. Most are software as a service (SaaS) tools, including cloud services to store electronic content, web-streaming services for meetings, internet services, cell phone services for certain staff and general office software for e-mail, video meetings, word processing, spreadsheets, survey tools and presentation creation.

Information Management Database

Staff also have procured a database management system to allow staff to create, modify and query databases while ensuring data integrity, security and efficient access. Contract authority is requested to continue to use these services.

Website Support Services

Finally, PSRC contracts for support, maintenance and accessibility-related changes for its website. Services include core and module security updates, help desk assistance, and design and programming adjustments. Contract authority is requested to continue to support these functions.

Facility-Related

With the move to its current location at 1201 Third Avenue, the agency has purchased plants and is using a plant maintenance firm for their upkeep. There may be other facility-related needs that arise during the biennium.

For more information, please contact Nancy Buonanno Grennan, Deputy Executive Director, at (206) 464-7527 or by email at nbgrennan@psrc.org.



Puget Sound Regional Council

April 17, 2025

ACTION ITEM

To: Executive Board

From: Josh Brown, Executive Director

Subject: **Recommend Adoption of Resolution Appointing Executive Director to Receive Claims**

IN BRIEF

As a local governmental entity within the meaning of RCW 4.96.010, Puget Sound Regional Council's governing body is required to appoint an individual to accept claims for damages made under Chapter 4.96 RCW. Resolution PSRC-EB-2025-02, if adopted, would appoint the Executive Director to receive claims.

RECOMMENDED ACTION

The Executive Board should approve Resolution PSRC-EB-2025-02 to appoint PSRC's Executive Director to receive claims.

DISCUSSION

Puget Sound Regional Council is designated by local governments and under federal and state laws as the Metropolitan Planning Organization and Regional Transportation Planning Organization of the central Puget Sound region encompassing King, Kitsap, Pierce and Snohomish counties and, as such, is a local governmental entity within the meaning of RCW 4.96.010. RCW 4.96.020 requires the governing body of each local governmental entity to appoint an agent to receive any claims for damages made under Chapter 4.96 RCW. The interlocal agreement establishing the Puget Sound Regional Council sets out the role of Executive Director, who is subject to the direction of the Executive Board, making the position of Executive Director the logical appointee for receipt of claims.

For additional information, please contact Nancy Buonanno Grennan, Deputy Executive Director, at nbgrennan@psrc.org or 206-464-7527.

ATTACHMENT

A. Resolution No. PSRC-EB-2025-02



Puget Sound Regional Council

Resolution No. PSRC-EB-2025-02

A RESOLUTION of the Puget Sound Regional Council designating the Executive Director as the agency's agent to receive any claims for damages made under Chapter 4.96 RCW

Whereas, the Puget Sound Regional Council is designated by local governments and under federal and state laws as the Metropolitan Planning Organization and Regional Transportation Planning Organization of the central Puget Sound region encompassing King, Kitsap, Pierce and Snohomish counties and, as such, is a local governmental entity within the meaning of RCW 4.96.010;

Whereas, RCW 4.96.020 requires the governing body of each local governmental entity to appoint an agent to receive any claims for damages made under Chapter 4.96 RCW;

Whereas, the interlocal agreement establishing the Puget Sound Regional Council sets out the role of Executive Director, who is subject to the direction of the Executive Board;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Puget Sound Regional Council Executive Board that:

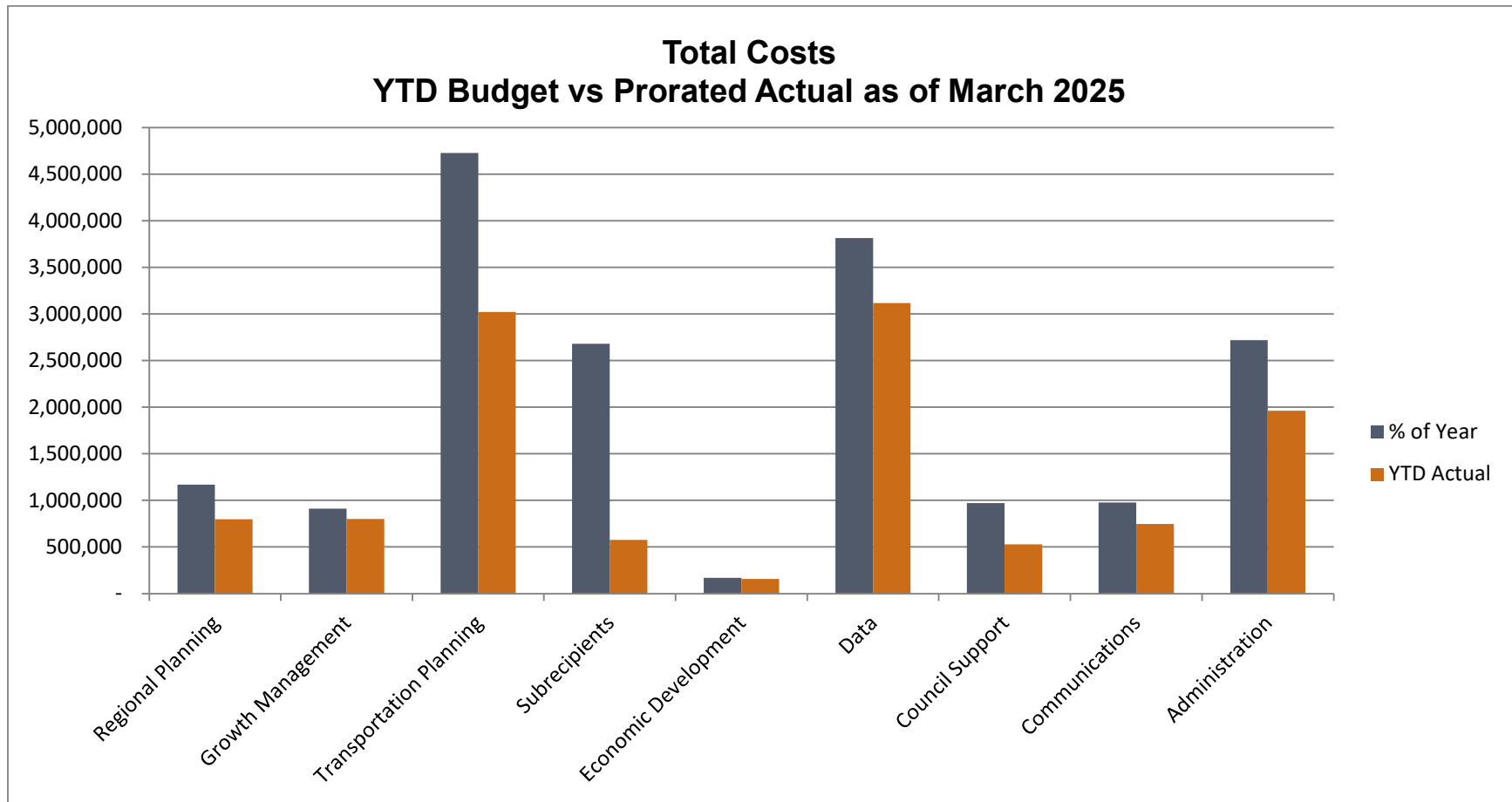
The Puget Sound Regional Council Executive Director is hereby appointed to receive any claim for damages to the Puget Sound Regional Council made under Chapter 4.96 RCW. During normal business hours, the Executive Director may be reached at 1201 Third Avenue, Suite 500, Seattle, Washington 98101.

ADOPTED by the Executive Board this 24th day of April 2025.

Becky Erickson, Mayor
City of Poulsbo
President, Puget Sound Regional Council

ATTEST:

Josh Brown, Executive Director



Budget as of July 2024 Amended Supplemental Biennial Budget.

Percent of Year represents the amount of expenses that each department should have based on the current month of the fiscal year as it relates to the department's annual budget.

56.0% of labor, 18.6% of consultant budget not including Safe Streets and Roads for All Subrecipients, and 56.6% of direct budget expended.

14.3% of total Subrecipient budget expended for both Safe Streets and Roads for All programs. Grants run for 5 years.

Most of the consultant budget has not been expended.

Puget Sound Regional Council
LARGE CONTRACT STATUS REPORT
as of 4/14/2025

5.b

Large contracts are those contracts having a value over \$10,000. Authorization to award a contract over \$10,000 goes before the Operation Committee for approval and their recommendation to the Executive Board to authorize the Executive Director to enter into a consultant contract for a particular work project in the adopted budget.										
Contractor	Description	Project* Manager	Board Approved	Date Issued	% DBE/ WBE**	Contract Amount	Amount Paid	Amount Remaining	% Billed	Contract End Date
NEW										
AMENDED										
COMPLETED *** NONE										
PROJECT SPECIFIC										
AMPORF	Travel Model Software Development Cooperative	Stefan Coe	07/28/22	09/01/22	0%	\$210,000	\$105,000	\$105,000	50%	06/30/28
Blue Raster	GIS and IT Services	Carol Naito	07/27/23	10/02/23	0%	\$50,000	\$37,288	\$12,712	75%	06/30/25
Holland & Knight	Federal Affairs and Funding Consultant Services	Robin Koskey	06/27/24	12/20/24	0%	\$228,000	\$33,750	\$194,250	15%	06/19/25
Jennifer Ziegler Public Affairs Consulting, Inc.	WA State Legislative Monitoring	Robin Koskey	04/25/24	05/10/24	0%	\$160,000	\$44,000	\$116,000	28%	04/30/26
PC Bennett Solutions	Enterprise Resource Planning Software System	Lili Mayer	12/07/23	07/10/24	0%	\$200,000	\$127,811	\$72,189	64%	06/30/34
Resource Systems Group	RTP Project Consistency Evaluation Framework	Kelly McGourty	06/27/24	11/11/24	0%	\$100,000	\$36,510	\$63,490	37%	03/31/25
Resource Systems Group	2023 Household Survey Program - Wave 1	Brian Lee & Suzanne Childress	03/24/22	10/12/22	0%	\$870,000	\$830,600	\$39,400	95%	08/31/26
Resource Systems Group	2023 Household Survey Program - Wave 2	Brian Lee & Suzanne Childress	03/24/22	10/12/22	0%	\$699,913	\$200,244	\$499,669	29%	03/31/26
Resource Systems Group	Travel Model Implementation & Tech Support	Stefan Coe	07/28/22	12/02/22	0%	\$100,000	\$78,623	\$21,377	79%	06/30/25
Seitel Systems	Information Systems and Network Support Services	Kathryn Johnson	05/27/21	07/01/21	0%	\$200,000	\$176,090	\$23,910	88%	06/30/25
Triskelle Software Solutions, LLC	Transportation Projects Database & Online Apps Upgrade	Jennifer Barnes	06/22/13	02/07/24	0%	\$150,000	\$105,756	\$44,244	71%	06/30/25
Uncommon Bridges (BDS Planning and Urban Design, INC)	U.S. DOT SSFA Public Engagement	Noah Boggess	04/27/23	03/20/24	0%	\$650,000	\$551,454	\$98,546	85%	06/30/25
Uncommon Bridges (BDS Planning and Urban Design, INC)	Regional Transportation Plan Public Engagement	Noah Boggess	06/27/24	03/12/25	0%	\$225,000	\$0	\$225,000	0%	06/30/26
Upaup, Inc	Website Support	Carolyn Downs	09/22/22	10/01/22	0%	\$31,000	\$25,475	\$5,525	82%	09/30/25
VisionSnap, Inc.	Upgrades to Transp. Projects Online Application Services	Jennifer Barnes	04/27/23	08/18/23	0%	\$30,000	\$24,675	\$5,325	82%	06/30/25
Weaver Architects	Architect Design Services	Nancy Buonanno Grennan	10/27/22	08/17/22	0%	\$11,900	\$11,231	\$669	94%	tbd
WSP, Inc.	U.S. DOT SSFA Technical Support	Gary Simonson	04/27/23	01/08/24	0%	\$998,719	\$910,942	\$87,777	91%	6/31/25
WSP, Inc.	Town of Eatonville Local Safety Plan	Gary Simonson	04/27/23	11/22/24	0%	\$200,000	\$54,201	\$145,799	27%	12/31/25
ON-CALL										
Cascadia Law Group	On-Call Legal Services	Nancy Buonanno Grennan	06/27/19	01/02/20	0%	\$235,000	\$167,797	\$67,203	71%	06/30/25
Etairos HR	On-Call Human Resources Services	Thu Le	05/27/21	09/15/21	100%	\$47,500	\$45,862	\$1,639	97%	06/30/25
Fisko Kretschmer Smith Dixon Ormseth	On-Call Legal Services for Commercial Leases	Nancy Buonanno Grennan	05/27/21	06/08/22	0%	\$15,000	\$10,042	\$4,958	67%	tbd
Francis & Company	On-Call Financial Services	Lili Mayer	06/27/19	03/02/20	100%	\$227,976	\$185,059	\$42,917	81%	02/28/26
Sebris Busto James	On-Call Legal Services	Nancy Buonanno Grennan	06/27/19	01/02/20	0%	\$15,000	\$7,998	\$7,003	53%	06/30/25
						TOTAL	\$5,655,008	\$3,770,408	\$1,884,600	
* Staff Directory .										
** Percentage of DBE/WBE as certified by Washington State										
*** A list of Completed Contracts is available on request.										
¹ Added \$75,000 to budget for 24/25 biennium support										
² Final invoice received-payment pending final walk-through.										
						Minimum Annual Payments:				
Operating Leases	Description					FY 2023	FY 2024	FY 2025	Thereafter	Contract End Date
Copiers NorthWest Copier Lease	36 months beginning November 2020					\$5,784	\$8,250	\$8,250	\$8,250	\$30,534 11/30/26
Granicus Web Streaming & Closed Captioning	24 months beginning June 2023					\$28,052	\$25,444	\$26,717	tbd	\$80,214 05/31/25
Waterfront Holdings/1201 Third Ave.	New lease begins June 1, 2024					\$1,087,920	\$1,022,830	\$664,206	see lease	\$3,665,339 01/31/38
Small Contract Status Report										
Small contracts are those contracts having a value \$10,000 and under. Authorization from the Operation Committee is not needed for approval.										
Contractor	Description	Project Manager	Board Approved	Date Issued	% DBE/ WBE*	Contract Amount	Amount Paid	Amount Remaining	% Billed	Contract End Date
Upaup, Inc.	Website Hosting	Carolyn Downs	N/A	10/1/2023	0%	\$8,400	\$2,100	\$6,300	25%	09/30/25
Anne Avery	On-Call Writing Support	Robin Koskev	N/A	8/23/2024	0%	\$8,000	\$1,050	\$6,950	13%	08/31/25

**Puget Sound Regional Council
GRANT STATUS REPORT**

5.c

Active Grants									
Granting Agency	Description	Project Lead	Project Number	Grant Amount	Expended as of 02/28/25	Remaining to be Expended	Billed as of 02/28/25	Remaining to bill	Grant Period
FHWA Carry Forward Funding FY22-23 FHWA Funding (through Mar 14, 2025) total FHWA	Regional Planning	Lili Mayer	Multiple	4,258,046.75	4,258,046.75	-	4,258,046.75	-	7/1/21 - tbd
	Regional Planning	Lili Mayer	Multiple	9,770,251.36	4,566,845.11	5,203,406.25	4,566,845.11	5,203,406.25	7/1/23-6/30/25
				14,028,298.11	8,824,891.86	5,203,406.25	8,824,891.86	5,203,406.25	
FTA 5303 Carry Forward Funding FY22-23 FTA 5303 Funding (through Sep 30, 2024) total FTA 5303	Regional Planning	Lili Mayer	Multiple	1,318,471.38	1,318,471.38	-	1,318,471.38	-	7/1/21 - tbd
	Regional Planning	Lili Mayer	Multiple	2,895,988.05	1,736,708.62	1,159,279.43	1,736,708.62	1,159,279.43	7/1/23-6/30/25
				4,214,459.43	3,055,180.00	1,159,279.43	3,055,180.00	1,159,279.43	
RTPO FY24-25	Regional Planning	Lili Mayer	Multiple	1,507,158.00	1,255,960.00	251,198.00	1,255,960.00	251,198.00	7/1/23 - 6/30/24
STBG FY24-25	Regional Planning	Kelly McGourty	Multiple	2,000,000.00	1,666,682.00	333,318.00	1,666,682.00	333,318.00	7/1/23 - 6/30/24
EDA Planning Grant	Regional Planning	Jason Thibedeau	Multiple	300,000.00	195,836.00	104,164.00	175,000.00	125,000.00	4/1/23 - 3/31/26
FY24 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	1,250,000.00	1,241,724.00	8,276.00	1,241,724.00	8,276.00	4/3/24 - 3/31/26
USDOT Office of Safety	Safety Action Plans Phase 1	Ben Bakkenta	Multiple	4,860,363.00	1,977,791.04	2,882,571.96	1,503,533.44	3,356,829.56	5/19/23 - 12/31/25
USDOT Office of Safety	Safety Action Plans Phase 2	Ben Bakkenta	Multiple	2,870,000.00	30,294.44	2,839,705.56	16,290.78	2,853,709.22	4/17/24 - 6/30/27
WSDOT 5310 Special Needs Transp.	Regional Planning	Gil Cerise	002.39.0.0	200,000.00	167,582.48	32,417.52	167,582.48	32,417.52	7/1/23 - 6/30/25
				35,444,737.97	13,323,433.98				
Recently Completed									
FY22 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	2,500,000.00	2,500,000.00	-	2,500,000.00	-	1/5/22 - 3/31/24
University of Washington	Models Research	Brian Lee	004.72.0.0	99,716.00	99,716.00	-	99,716.00	-	9/1/22 - 9/30/24



5.d




REGISTER NOW!

Puget Sound Regional Council

2025 ANNUAL GENERAL ASSEMBLY

 **Thursday, May 22, 2025 | 10:00 AM to 1:00 PM**

 **Seattle Convention Center | Summit Building**
900 Pine Street, Seattle, WA 98122

PSRC's General Assembly will meet on **May 22, 2025**.

All mayors, county executives, commissioners, and councilmembers of PSRC member jurisdictions and tribes have votes at the Assembly and are encouraged to participate.

Detailed agenda coming soon.

[Register here.](#)

For questions, please contact **Sheila Rogers** at
(206) 354-6560 or email srogers@psrc.org.



Puget Sound Regional Council

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2025 REGIONAL HOUSEHOLD TRAVEL SURVEY

PSRC's Household Travel Survey gathers day-to-day information from households in the central Puget Sound region: how we travel, where we go, how long it takes us – even where we choose to live and whether we get home deliveries. The data helps communities throughout the region plan for transportation improvements, new housing and job growth.

The data collection for the 2025 survey is underway through June. PSRC is partnering with Pierce County this year.

The survey is only open to people who receive invitations in the mail. Please take part if you receive one and encourage community members to participate.

[Visit
Survey
Website](#)





TOOLBOX SERIES

Streamlining Housing with Pre-Approved ADU Plans



Date: Friday, May 9, 2025

Time: 10:00 – 11:30 AM

Format: Zoom

Join us for the next TOOLBOX session as we explore the successes and challenges of pre-approved ADU programs in the central Puget Sound region. Speakers will share insights on implementation strategies, program successes, and lessons learned.

One AICP CM credit will be available for those who participate on May 9.

SPEAKERS

- Washington Department of Commerce
- City of Renton
- City of Seattle
- City of Poulsbo
- Kitsap Regional Coordinating Committee

Each work session will feature a panel presentation focused on sharing information, resources, and tools with planners in the central Puget Sound region.

Sessions are open to the public. Materials and video from past sessions can be found on the PSRC website.



Learn more about the TOOLBOX Series
or register to attend at
<https://www.psrc.org/our-work/toolbox>



Summer Planning Academy (SPA) for High School Students

Are you curious about how cities grow, change, and develop? Have you ever wondered how governments decide where train lines should go? Do you have ideas about how to make our communities better places for everyone? If so, you should apply for the Summer Planning Academy (SPA)!



Puget Sound Regional Council



The Puget Sound Regional Council (PSRC) is looking for high school students from King, Snohomish, Pierce, and Kitsap counties who want to learn about urban planning in our region and share ideas about how to make the central Puget Sound region a better place to live, work, and play.

SPA is a leadership development opportunity offered free of charge to students interested in planning a better future for our region. The program encourages students to think creatively about how better planning can help people lead better lives.

Upon successful completion of SPA, students are eligible to receive a **\$500** scholarship. SPA sessions will take place in Downtown Seattle on July 30, August 1, 6, and 8.

To learn more about PSRC, SPA, and to apply, go to www.psrc.org/our-work/summer-planning-academy or scan the QR code.

Questions? Email us at spa@psrc.org.

