



Motion No. M2024-73

Pierce County Ballot Drop Box License Agreement

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience and Operations Committee	11/07/2024	Final Action	Joseph Gildner, Project Management Deputy Executive Director Clint Dameron, Director of Real Property Jason Heaverlo, Senior Leasing Document Coordinator

Proposed action

Authorizes the chief executive officer to allow the Pierce County ballot drop box to remain located at 9201 Sky Island Dr. E. Bonney Lake, WA 98391 for an additional 10 years.

Key features summary

- Sound Transit owns the property located at 9201 Sky Island, Bonney Lake, WA, commonly known as the “Bonney Lake Park & Ride.”
- Pursuant to a February 4, 2015 license, Pierce County has continuously used a portion of the Bonney Lake Park & Ride for the siting, operation, and maintenance of a ballot drop box.
- Pierce County desires to continue to use the license area for a ballot drop box under the terms of the current license.
- If the license remains in effect until February 4, 2025, it will have been in place for 10 years.
- Resolution No. R2023-30 requires Committee approval for agreements that would authorize the use of Sound Transit real property for more than 10 years.
- Both parties agree that Sound Transit is providing this license for public benefit. Pierce County’s use of the license area is at its sole cost and expense.
- Either party may terminate the license upon 90 days’ advance written notice.

Background

On February 4, 2015, Sound Transit entered into a license agreement with Pierce County allowing a ballot drop box to be located at Bonney Lake Park and Ride. The license agreement has no termination date, but it will have been in place for 10 years on February 4, 2025.

This action seeks approval to allow the existing license to continue for an additional ten years, beginning on February 4, 2025. The agreement can be terminated by either party upon 90 days’ written notice.

In lieu of fair market rent, Sound Transit will continue to provide this license for the public benefit. Pierce County will continue to maintain responsibility for the cost, access, operation, and maintenance of the ballot drop box.

Disadvantaged and small business participation

Not Applicable to this action.

Title VI compliance

Not Applicable to this action.

Public involvement

Not Applicable to this action.

Time constraints

The current license agreement will have been in place for ten years on February 4, 2025. Committee authorization is required for the agreement to extend beyond ten years.

Prior Board/Committee actions

Not Applicable to this action.

Environmental review – [KH 10/21/24](#)

Legal review – [NM 10/28/24](#)



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A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to allow the Pierce County ballot drop box to remain located at 9201 Sky Island Dr. E. Bonney Lake, WA 98391 for an additional 10 years.

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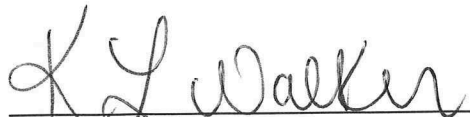
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Motion

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to allow the Pierce County ballot drop box to remain located at 9201 Sky Island Dr. E. Bonney Lake, WA 98391 for an additional 10 years.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 7, 2024.



Kristina Walker
Rider Experience and Operations Chair

Attest:



Kathryn Flores
Board Administrator