

**AGENDA**  
**INTERCITY TRANSIT AUTHORITY**  
**June 19, 2019**  
**5:30 P.M.**

**CALL TO ORDER**

- 1. APPROVAL OF AGENDA** **1 min.**
- 2. INTRODUCTIONS** **15 min.**
  - A. Amy Glasgow, Operations Supervisor** (*Cameron Crass*)
  - B. Operators – Class 19-03** (*Cameron Crass*)  
*Steven Lauckhart; James Rivera; Daniel Rivera; Justin Foster; Mark Terhaar; Emilio Rangel; Robert Thovsen; Kierra Duvall; Frederick Sambrano; David Kearney; Fred Poeschel; Kody Mosso; David Brown; Tawn Swan; Jack Cole; Suzette Noel; Daniel Gordon; David Butterson; Warren Franz*
- 3. PUBLIC COMMENT** **10 min.**

*This is the place on the agenda where the public is invited to address the Authority on any issue. The person speaking is asked to sign-in on the General Public Comment Form for submittal to the Clerk of the Board. Please include your first and last name, a mailing address or a phone number (in the event we need to contact you). When your name is called, step up to the podium and give your name for the audio record. If you are unable to utilize the podium, you will be provided a microphone at your seat. Citizens testifying are asked to limit testimony to three minutes.*

*The Authority will not typically respond to your comments this same evening; however, they may ask some clarifying questions.*
- 4. APPROVAL OF CONSENT AGENDA ITEMS** **1 min.**
  - A. Accounts Payable:** Warrants dated April 30, 2019, numbers 27493-27494, in the amount of \$502,224.00; Warrants dated May 3, 2019, numbers 27498-27533, in the amount of \$274,674.51; Warrants dated May 10, 2019, numbers 27534-27592 in the amount of \$145,684.05; Warrant dated May 8, 2019, number 27593, in the amount of \$125,156.00; Warrants dated May 17, 2019, numbers 27596-27640, in the amount of \$4,885,507.87; Warrant dated May 16, 2019, number 27641, in the amount of \$388,922.86; Warrants dated May 24, 2019, numbers 27642-27688, in the amount of \$390,583.51; Warrants dated May 31, 2019, numbers 27717-27754, in the amount of \$552,237.57; Automated Clearing House Transfers for May 2019 in the amount of \$12,167.02 for a monthly total of \$7,277,157.39.
- 5. NEW BUSINESS**
  - A. 2019 Bicycle Commuter Challenge Results** (*Duncan Green*) **20 min.**
  - B. CAD/AVL Consultant** (*Jeff Peterson*) **10 min.**
  - C. Website Design Contract** (*Jeff Peterson*) **10 min.**
  - D. AmeriGas Propane Contract** (*Steve Kruger*) **10 min.**
  - E. Advance Pattison MOA Expansion/Rehab Project** (*Steve Krueger*) **10 min.**
  - F. Interlocal Agreement City of Olympia** (*Eric Phillips*) **10 min.**

6. **COMMITTEE REPORTS**
  - A. **Thurston Regional Planning Council (June 7)** (*Karen Messmer*) **3 min.**
  - B. **Transportation Policy Board (June 12)** (*Don Melnick*) **3 min.**
  - C. **Community Advisory Committee (June 17)** (*Joan O'Connell*) **3 min.**
7. **GENERAL MANAGER'S REPORT** **10 min.**
8. **AUTHORITY ISSUES** **10 min.**
9. **ADJOURNMENT**

*Intercity Transit ensures no person is excluded from participation in, or denied the benefits of its services on the basis of race, color, or national origin consistent with requirements of Title VI of the Civil Rights Act of 1964 and Federal Transit Administration guidance in Circular 4702.1B.*

*For questions, or to file a complaint, contact Intercity Transit customer service at 360-786-1881 or by email to [TitleVI@intercitytransit.com](mailto:TitleVI@intercitytransit.com).*

*If you need special accommodations to participate in this meeting, please call us at (360) 786-8585 three days prior to the meeting. For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 786-8585.*

*Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. This facility is served by Routes 62A, 62B (on Martin Way), and 66 (on Pacific Avenue).*

**Intercity Transit**  
**Accounts Payable Check Disbursement List**

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 4/30/2019

Thru Date: 4/30/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27493	4/30/2019	04060	BUD CLARY TOYOTA OF YAKIMA	\$0.00	<input checked="" type="checkbox"/>
27494	4/30/2019	04060	BUD CLARY TOYOTA OF YAKIMA	\$502,224.00	
Total:				\$502,224.00	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/3/2019

Thru Date: 5/3/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27498	5/3/2019	01885	AMERICAN LANDSCAPE SERVICES LLC	\$3,934.80	
27499	5/3/2019	01895	ECOLUBE RECOVERY LLC	\$255.37	
27500	5/3/2019	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$616.85	
27501	5/3/2019	02580	ASSOCIATED PETROLEUM	\$69,118.22	
27502	5/3/2019	02825	AUTO PLUS - OLYMPIA 10364	\$98.42	
27503	5/3/2019	02990	B&B SIGN COMPANY LLC	\$142.21	
27504	5/3/2019	04060	BUD CLARY TOYOTA OF YAKIMA	\$125,156.00	
27505	5/3/2019	06120	CITY OF OLYMPIA UTILITIES	\$7,541.87	
27506	5/3/2019	06610	COMMERCIAL BRAKE & CLUTCH	\$971.56	
27507	5/3/2019	06741	COMMUNITY YOUTH SERVICES	\$825.00	
27508	5/3/2019	07220	CUMMINS INC	\$6,841.11	
27509	5/3/2019	08060	DON SMALL AND SONS OIL	\$3,104.39	
27510	5/3/2019	08607	EDNETICS INC	\$1,788.59	
27511	5/3/2019	09660	FERGUSON ENTERPRISES INC	\$112.70	
27512	5/3/2019	09805	FLEET PRIDE	\$82.11	
27513	5/3/2019	10607	GENUINE AUTO GLASS OF LACEY	\$709.42	
27514	5/3/2019	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
27515	5/3/2019	10660	GILLIG LLC	\$13,333.25	
27516	5/3/2019	11422	HUNG RIGHT DOORS LLC	\$1,202.57	
27517	5/3/2019	11905	JANEK CORPORATION	\$490.05	
27518	5/3/2019	14590	MOHAWK MFG & SUPPLY	\$500.80	
27519	5/3/2019	14750	MULLINAX FORD	\$1,014.46	
27520	5/3/2019	14760	MUNCIE TRANSIT SUPPLY	\$92.75	
27521	5/3/2019	15140	NISQUALLY TOWING SERVICE	\$276.00	
27522	5/3/2019	16590	PACIFIC NORTHWEST PUBLISHING COMPAN	\$122.63	
27523	5/3/2019	16874	PITNEY BOWES RESERVE ACCOUNT	\$1,000.00	
27524	5/3/2019	17795	ROUTEMATCH SOFTWARE INC	\$5,550.00	
27525	5/3/2019	17965	SEATTLE AUTOMOTIVE DISTRIBUTING	\$802.75	
27526	5/3/2019	18104	SILVERSTONE GROUP INC	\$7,300.00	
27527	5/3/2019	18470	SPORTWORKS NORTHWEST INC	\$219.04	
27528	5/3/2019	18530	STANDARD PARTS CORP	\$243.94	
27529	5/3/2019	21950	TITUS-WILL CHEVROLET	\$949.40	
27530	5/3/2019	21985	TOTAL FILTRATION SERVICES INC	\$337.77	
27531	5/3/2019	23576	UNG CHAE	\$2,700.00	
27532	5/3/2019	24000	W W GRAINGER INC	\$103.68	
27533	5/3/2019	24351	STATE OF WA DEPARTMENT OF LICENSING	\$17,136.80	
<b>Total:</b>				<b>\$274,674.51</b>	

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ACCOUNTS PAYABLE WARRANTS

From Date: 5/8/2019

Thru Date: 5/8/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27593	5/8/2019	04060	BUD CLARY TOYOTA OF YAKIMA	\$125,156.00	
Total:				\$125,156.00	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/10/2019

Thru Date: 5/10/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27534	5/10/2019	01780	AMALGAMATED TRANSIT UNION 1765	\$180.00	
27535	5/10/2019	01820	AMERICAN DRIVING RECORDS INC	\$522.38	
27536	5/10/2019	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$216.03	
27537	5/10/2019	02380	ARAMARK UNIFORM SERVICES	\$1,090.40	
27538	5/10/2019	02580	ASSOCIATED PETROLEUM	\$261.24	
27539	5/10/2019	05740	CED	\$343.38	
27540	5/10/2019	05940	CENTURYLINK	\$2,127.30	
27541	5/10/2019	05945	CENTURYLINK COMMUNICATIONS LLC	\$276.96	
27542	5/10/2019	06610	COMMERCIAL BRAKE & CLUTCH	\$674.58	
27543	5/10/2019	06740	COMMUNITY TRANSPORTATION ASSOCIATIO	\$1,675.00	
27544	5/10/2019	07220	CUMMINS INC	\$3,158.33	
27545	5/10/2019	07619	DAVID S FOSTER	\$1,750.00	
27546	5/10/2019	08607	EDNETICS INC	\$441.57	
27547	5/10/2019	09660	FERGUSON ENTERPRISES INC	\$338.10	
27548	5/10/2019	09662	FERRELLGAS	\$5,163.55	
27549	5/10/2019	10580	GENE'S TOWING INC	\$95.57	
27550	5/10/2019	10660	GILLIG LLC	\$5,239.93	
27551	5/10/2019	10758	GORDON THOMAS HONEYWELL LLP	\$6,000.00	
27552	5/10/2019	10759	GORDON TRUCK CENTERS INC	\$2,306.66	
27553	5/10/2019	11048	HARGIS ENGINEERS INC.	\$580.00	
27554	5/10/2019	11250	HERITAGE - CRYSTAL CLEAN LLC	\$1,557.47	
27555	5/10/2019	11615	INDUSTRIAL HYDRAULICS INC	\$53.75	
27556	5/10/2019	11905	JANEK CORPORATION	\$283.14	
27557	5/10/2019	11943	JOANNA GRIST	\$1,750.00	
27558	5/10/2019	12119	JUBILEE COMMUNITY ASSOCIATION	\$525.69	
27559	5/10/2019	12476	KEATING, BUCKLIN & MCCORMACK INC. P.S.	\$10,938.67	
27560	5/10/2019	12875	KPFF CONSULTING ENGINEERS INC	\$486.28	
27561	5/10/2019	14405	MICHAEL G. MALAIER TRUSTEE	\$583.38	
27562	5/10/2019	14590	MOHAWK MFG & SUPPLY	\$961.54	
27563	5/10/2019	14750	MULLINAX FORD	\$481.49	
27564	5/10/2019	15140	NISQUALLY TOWING SERVICE	\$276.00	
27565	5/10/2019	15534	OLYWORKS LLC	\$1,800.00	
27566	5/10/2019	16590	PACIFIC NORTHWEST PUBLISHING COMPAN	\$540.79	
27567	5/10/2019	17392	QUALITY PARKING LOT SERVICES LLC	\$1,262.42	
27568	5/10/2019	17505	RAINIER DODGE INC	\$76.12	
27569	5/10/2019	17760	ROSS AND WHITE COMPANY	\$243.20	
27570	5/10/2019	17860	SAMEDAY INC.	\$380.80	
27571	5/10/2019	17900	SCHETKY NW SALES INC	\$632.04	
27572	5/10/2019	17965	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,746.11	
27573	5/10/2019	18145	SIX ROBBLEES INC	\$830.60	
27574	5/10/2019	18210	SME SOLUTIONS	\$1,580.68	
27575	5/10/2019	18530	STANDARD PARTS CORP	\$125.09	
27576	5/10/2019	18695	SUMMIT LAW GROUP PLLC	\$6,383.44	
27577	5/10/2019	18705	SUNBELT RENTALS	\$1,921.00	
27578	5/10/2019	21930	TIRES INC	\$10,034.99	
27579	5/10/2019	21950	TITUS-WILL CHEVROLET	\$1,383.29	
27580	5/10/2019	22010	TOYOTA OF OLYMPIA	\$48.79	
27581	5/10/2019	22420	TUMWATER PRINTING	\$508.25	
27582	5/10/2019	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$0.00	<input checked="" type="checkbox"/>
27583	5/10/2019	23405	U S BANK or CORPORATE PAYMENT SYSTEM	\$18,964.87	
27584	5/10/2019	23410	U S BANK VOYAGER FLEET SYSTEMS	\$40,850.71	
27585	5/10/2019	23621	UPS FREIGHT	\$233.93	
27586	5/10/2019	23758	VANGUARD GROUP INC THE	\$50.00	
27587	5/10/2019	24000	W W GRAINGER INC	\$1,169.39	

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Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/10/2019

Thru Date: 5/10/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27588	5/10/2019	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$2,975.00	
27589	5/10/2019	24215	WA ST DEPT OF L & I	\$407.18	
27590	5/10/2019	24750	WA ST GET PROGRAM	\$30.00	
27591	5/10/2019	25380	WASHINGTON GARDENS	\$316.97	
27592	5/10/2019	25858	WESTCARE CLINIC LLC PS	\$850.00	
Total:				\$145,684.05	

**Intercity Transit**  
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Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/16/2019

Thru Date: 5/16/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27641	5/16/2019	24755	WA ST HEALTH CARE AUTHORITY	\$388,922.86	
Total:				\$388,922.86	



# Intercity Transit

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Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/17/2019

Thru Date: 5/17/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27596	5/17/2019	01405	ADVANCE GLASS INC	\$435.23	
27597	5/17/2019	02060	AMERISAFE	\$58.21	
27598	5/17/2019	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$106.96	
27599	5/17/2019	02580	ASSOCIATED PETROLEUM	\$66,344.99	
27600	5/17/2019	05340	CAPITOL COURIER SERVICE	\$839.57	
27601	5/17/2019	05740	CED	\$183.00	
27602	5/17/2019	07105	CRAINS TOTAL OFFICE	\$295.10	
27603	5/17/2019	07220	CUMMINS INC	\$11,895.64	
27604	5/17/2019	09885	FMNA LLC	\$1,213.64	
27605	5/17/2019	10477	GALLS LLC	\$788.17	
27606	5/17/2019	10607	GENUINE AUTO GLASS OF LACEY	\$1,081.24	
27607	5/17/2019	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
27608	5/17/2019	10660	GILLIG LLC	\$4,566,489.24	
27609	5/17/2019	11892	J ROBERTSON AND COMPANY	\$9,362.50	
27610	5/17/2019	11909	JAYRAY ADS & PR INC	\$38,093.93	
27611	5/17/2019	13485	LEMAY MOBILE SHREDDING	\$71.51	
27612	5/17/2019	13850	MASON TRANSIT AUTHORITY	\$316.00	
27613	5/17/2019	14381	METLIFE	\$8,465.06	
27614	5/17/2019	14405	MICHAEL G. MALAIER TRUSTEE	\$583.38	
27615	5/17/2019	15140	NISQUALLY TOWING SERVICE	\$337.51	
27616	5/17/2019	15217	NORTHWEST EVENT DECORATORS	\$460.15	
27617	5/17/2019	15255	NORTHWEST PUMP & EQUIPMENT CO.	\$94.67	
27618	5/17/2019	16490	PACIFIC DISPOSAL INC	\$639.77	
27619	5/17/2019	16820	PIERCE COUNTY SECURITY	\$27,102.19	
27620	5/17/2019	17290	PUGET SOUND ENERGY	\$14,227.99	
27621	5/17/2019	17420	R&R TIRE COMPANY INC.	\$1,931.42	
27622	5/17/2019	17900	SCHETKY NW SALES INC	\$175.45	
27623	5/17/2019	17965	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,952.60	
27624	5/17/2019	18470	SPORTWORKS NORTHWEST INC	\$219.06	
27625	5/17/2019	18510	SRG PARTNERSHIP INC.	\$11,587.05	
27626	5/17/2019	18530	STANDARD PARTS CORP	\$157.47	
27627	5/17/2019	18540	STANTEC CONSULTING SERVICES INC	\$30,549.96	
27628	5/17/2019	18651	STORMANS (LICENSING)	\$1,552.00	
27629	5/17/2019	21660	THERMO KING NORTHWEST	\$2,675.19	
27630	5/17/2019	21930	TIRES INC	\$1,955.31	
27631	5/17/2019	21950	TITUS-WILL CHEVROLET	\$523.89	
27632	5/17/2019	21980	TOTAL BATTERY & AUTOMOTIVE SUPPLY	\$80.40	
27633	5/17/2019	22010	TOYOTA OF OLYMPIA	\$1,841.76	
27634	5/17/2019	22325	TTL PARTNERS LLC	\$3,433.00	
27635	5/17/2019	22420	TUMWATER PRINTING	\$2,180.54	
27636	5/17/2019	23400	U.S. BANK CORPORATE PAYMENT SYSTEMS	\$0.00	<input checked="" type="checkbox"/>
27637	5/17/2019	23400	U.S. BANK CORPORATE PAYMENT SYSTEMS	\$72,449.01	
27638	5/17/2019	24030	WA ST AUDITORS OFFICE	\$2,352.35	
27639	5/17/2019	24215	WA ST DEPT OF L & I	\$375.76	
27640	5/17/2019	24750	WA ST GET PROGRAM	\$30.00	
<b>Total:</b>				<b>\$4,885,507.87</b>	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/24/2019

Thru Date: 5/24/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27642	5/24/2019	01895	ECOLUBE RECOVERY LLC	\$571.73	
27643	5/24/2019	02320	APPLIED INDUSTRIAL TECHNOLOGIES	\$622.41	
27644	5/24/2019	02380	ARAMARK UNIFORM SERVICES	\$1,095.18	
27645	5/24/2019	02425	ARONSON SECURITY GROUP INC	\$7,405.03	
27646	5/24/2019	02825	AUTO PLUS - OLYMPIA 10364	\$254.62	
27647	5/24/2019	03250	BATTERY SYSTEMS INC	\$251.64	
27648	5/24/2019	04120	BUILDERS HARDWARE & SUPPLY	\$544.64	
27649	5/24/2019	05940	CENTURYLINK	\$539.22	
27650	5/24/2019	06120	CITY OF OLYMPIA UTILITIES	\$4,209.38	
27651	5/24/2019	06610	COMMERCIAL BRAKE & CLUTCH	\$697.85	
27652	5/24/2019	06823	CONDUENT TRANSPORT SOLUTIONS INC	\$9,487.33	
27653	5/24/2019	07120	CREATIVE OFFICE THE	\$6,556.91	
27654	5/24/2019	07220	CUMMINS INC	\$4,262.27	
27655	5/24/2019	10580	GENE'S TOWING INC	\$369.60	
27656	5/24/2019	10608	GEOENGINEERS INC	\$32,986.61	
27657	5/24/2019	10621	GERBER - BOYD GROUP U S INC	\$1,147.54	
27658	5/24/2019	10660	GILLIG LLC	\$9,566.84	
27659	5/24/2019	10759	GORDON TRUCK CENTERS INC	\$1,220.13	
27660	5/24/2019	11615	INDUSTRIAL HYDRAULICS INC	\$189.22	
27661	5/24/2019	13661	LOOMIS	\$3,866.27	
27662	5/24/2019	13700	LUMINATOR MASS TRANSIT LLC	\$2,671.28	
27663	5/24/2019	13886	MATERIALS TESTING & CONSULTING INC.	\$3,435.50	
27664	5/24/2019	14590	MOHAWK MFG & SUPPLY	\$440.93	
27665	5/24/2019	14750	MULLINAX FORD	\$1,111.07	
27666	5/24/2019	15109	NEW WEST TECHNOLOGIES	\$1,930.02	
27667	5/24/2019	15140	NISQUALLY TOWING SERVICE	\$276.00	
27668	5/24/2019	16590	PACIFIC NORTHWEST PUBLISHING COMPAN	\$168.00	
27669	5/24/2019	16595	PACIFIC POWER GROUP LLC	\$56.00	
27670	5/24/2019	16695	PATTISON WATER COMPANY	\$98.82	
27671	5/24/2019	16966	POINT & PAY	\$1,515.35	
27672	5/24/2019	17505	RAINIER DODGE INC	\$324.85	
27673	5/24/2019	17560	RE AUTO ELECTRIC INC	\$132.71	
27674	5/24/2019	17900	SCHETKY NW SALES INC	\$633.25	
27675	5/24/2019	17959	SEA-TAC LIGHTING AND CONTROLS LLC	\$3,484.80	
27676	5/24/2019	17965	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,265.93	
27677	5/24/2019	18390	SOUTH PUGET SOUND COMMUNITY COLLEG	\$24,253.24	
27678	5/24/2019	18510	SRG PARTNERSHIP INC.	\$46,094.39	
27679	5/24/2019	18530	STANDARD PARTS CORP	\$90.13	
27680	5/24/2019	18651	STORMANS (LICENSING)	\$14.75	
27681	5/24/2019	18669	STRUCTURED COMMUNICATION SYSTEMS IN	\$9,893.76	
27682	5/24/2019	21660	THERMO KING NORTHWEST	\$1,855.44	
27683	5/24/2019	21950	TITUS-WILL CHEVROLET	\$4,361.64	
27684	5/24/2019	22100	TRANSIT SOLUTIONS LLC	\$552.44	
27685	5/24/2019	24000	W W GRAINGER INC	\$82.34	
27686	5/24/2019	25560	WASHINGTON STATE TRANSIT ASSOCIATION	\$115.00	
27687	5/24/2019	25661	WAUNCH CONSTRUCTION & TRUCKING INC	\$199,287.01	
27688	5/24/2019	26501	YEE JONATHON	\$594.44	
<b>Total:</b>				<b>\$390,583.51</b>	

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ACCOUNTS PAYABLE WARRANTS

From Date: 5/31/2019

Thru Date: 5/31/2019

Check #	Check Date	Ref #	Name	Amount	Voided
27717	5/31/2019	01885	AMERICAN LANDSCAPE SERVICES LLC	\$5,280.83	
27718	5/31/2019	02580	ASSOCIATED PETROLEUM	\$67,522.44	
27719	5/31/2019	02990	B&B SIGN COMPANY LLC	\$165.76	
27720	5/31/2019	03250	BATTERY SYSTEMS INC	\$4,506.88	
27721	5/31/2019	04100	BUENAVISTA SERVICES INC.	\$10,982.60	
27722	5/31/2019	05945	CENTURYLINK COMMUNICATIONS LLC	\$280.28	
27723	5/31/2019	06120	CITY OF OLYMPIA UTILITIES	\$5,851.83	
27724	5/31/2019	06610	COMMERCIAL BRAKE & CLUTCH	\$262.24	
27725	5/31/2019	07220	CUMMINS INC	\$23,779.21	
27726	5/31/2019	09055	EVERGREEN PROFESSIONAL RECOVERIES I	\$1,772.60	
27727	5/31/2019	09885	FMNA LLC	\$114.60	
27728	5/31/2019	10275	FSX EQUIPMENT INC.	\$52,613.34	
27729	5/31/2019	10477	GALLS LLC	\$150.32	
27730	5/31/2019	10580	GENE'S TOWING INC	\$89.69	
27731	5/31/2019	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
27732	5/31/2019	10660	GILLIG LLC	\$7,336.66	
27733	5/31/2019	10816	GRAHAM CONSTRUCTION & MANAGEMENT I	\$317,908.92	
27734	5/31/2019	10863	GRAYS HARBOR TRANSIT	\$113.00	
27735	5/31/2019	11702	INSPECTORATE AMERICA CORPORATION	\$2,485.66	
27736	5/31/2019	11905	JANEK CORPORATION	\$426.32	
27737	5/31/2019	12711	KING LUMINAIRE OHIO INC.	\$11,512.92	
27738	5/31/2019	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVI	\$340.00	
27739	5/31/2019	13793	MARTIN WAY COLLISION INC.	\$3,367.42	
27740	5/31/2019	14457	MIDWEST BUS CORPORATION	\$4,546.88	
27741	5/31/2019	14590	MOHAWK MFG & SUPPLY	\$446.47	
27742	5/31/2019	14750	MULLINAX FORD	\$500.31	
27743	5/31/2019	15089	NELSON NYGARD CONSULTING ASSOCIATE	\$16,501.93	
27744	5/31/2019	15255	NORTHWEST PUMP & EQUIPMENT CO.	\$326.18	
27745	5/31/2019	16874	PITNEY BOWES RESERVE ACCOUNT	\$1,000.00	
27746	5/31/2019	16977	PORTABLE COMPUTER SYSTEMS INC.	\$2,004.56	
27747	5/31/2019	17505	RAINIER DODGE INC	\$323.33	
27748	5/31/2019	17560	RE AUTO ELECTRIC INC	\$1,181.69	
27749	5/31/2019	17900	SCHETKY NW SALES INC	\$1,204.74	
27750	5/31/2019	17965	SEATTLE AUTOMOTIVE DISTRIBUTING	\$1,539.09	
27751	5/31/2019	21950	TITUS-WILL CHEVROLET	\$2,597.33	
27752	5/31/2019	23576	UNG CHAE	\$2,700.00	
27753	5/31/2019	24000	W W GRAINGER INC	\$435.96	
27754	5/31/2019	24140	WA ST DEPT OF ENTERPRISE SERVICES	\$65.58	
Total:				\$552,237.57	

**Intercity Transit**  
**Accounts Payable Cash Requirements**

Div #	Reference #	Tr Cd	Due Date	Discount Date	Discount Amount	Invoice Amount	Payment Amount	Vendor Total	Sp Ck	Cash Required
<b>04160 BURKE THOMAS K</b>										
00	03/28-03/29 TRAVEL	DI	5/3/2019			315.16	315.16	315.16		315.16
<b>17528 RANDALL DAVID</b>										
00	ADDL ADV TRVL-05/19	DI	5/3/2019			125.00	125.00	125.00		440.16
<b>18218 SMITH HEATHER</b>										
00	04/05-04/11 TRAVEL	DI	5/3/2019			626.73	626.73	626.73		1,066.89

**Intercity Transit**  
**Accounts Payable Cash Requirements**

Div #	Reference #	Tr Cd	Due Date	Discount Date	Discount Amount	Invoice Amount	Payment Amount	Vendor Total	Sp Ck	Cash Required
<b>03345 BELL JOE</b>										
00	05/16-05/22 ADV TRVL	DI	5/10/2019			343.00	343.00	343.00		343.00
<b>04232 BUSH JAMES L</b>										
00	05/16-05/22 ADV TRVL	DI	5/10/2019			343.00	343.00	343.00		686.00
<b>07153 CROW TOM</b>										
00	05/16-05/22 ADV TRVL	DI	5/10/2019			343.00	343.00	343.00		1,029.00
<b>07706 DEBE PATRICE</b>										
00	05/01-05/03 TRAVEL	DI	5/10/2019			280.98	280.98	280.98		1,309.98
<b>10999 HANNER JASON</b>										
00	05/01-05/02 TRAVEL	DI	5/10/2019			5.00	5.00	5.00		1,314.98
<b>11785 INTERNATIONAL ASSOCIATION OF MACHINIS</b>										
00	2019MAY	DI	5/10/2019			3,185.39	3,185.39	3,185.39		4,500.37
<b>14385 MESSMER PAT</b>										
00	04/28-04/29 TRAVEL	DI	5/10/2019			52.00	52.00	52.00		4,552.37
<b>16785 PHILLIPS ERIC</b>										
00	05/01-05/03 TRAVEL	DI	5/10/2019			367.36	367.36	367.36		4,919.73
<b>18048 SHAWVER RENA</b>										
00	04/11-04/12 TRAVEL	DI	5/10/2019			24.00	24.00	24.00		4,943.73
<b>18072 SHOULTZ CHRISTOPHER D</b>										
00	05/16-05/22 ADV TRVL	DI	5/10/2019			343.00	343.00	343.00		5,286.73
<b>18218 SMITH HEATHER</b>										
00	04/05-04/11 LODGING	DI	5/10/2019			796.72	796.72	796.72		6,083.45
<b>18749 SWIDECKI GRANT</b>										
00	05/16-05/22 ADV TRVL	DI	5/10/2019			343.00	343.00	343.00		6,426.45

**Intercity Transit**  
**Accounts Payable Cash Requirements**

Div #	Reference #	Tr Cd	Due Date	Discount Date	Discount Amount	Invoice Amount	Payment Amount	Vendor Total	Sp Ck	Cash Required
<b>03804 BRADLEY SARA</b>										
00	05/01-05/02 TRAVEL	DI	5/17/2019			5.00	5.00	5.00		5.00
<b>10873 GREEN CLAUDIA</b>										
00	05/01-05/03 TRAVEL	DI	5/17/2019			299.98	299.98	299.98		304.98
<b>12455 KARKOSKI KEVIN</b>										
00	05/18-05/20 ADV TRVL	DI	5/17/2019			154.00	154.00	154.00		458.98
<b>13890 MATESKI THOMAS</b>										
00	05/01-05/03 TRAVEL	DI	5/17/2019			210.98	210.98	210.98		669.96
<b>17878 SAVAGE DANIEL</b>										
00	05/18-05/20 ADV TRVL	DI	5/17/2019			137.00	137.00	137.00		806.96
<b>26499 YARBER ANTHONY E.</b>										
00	05/01-05/02 TRAVEL	DI	5/17/2019			5.00	5.00	5.00		811.96

**Intercity Transit**  
**Accounts Payable Cash Requirements**

Div #	Reference #	Tr Cd	Due Date	Discount Date	Discount Amount	Invoice Amount	Payment Amount	Vendor Total	Sp Ck	Cash Required
<b>01471 AGUERO JASON</b>										
00	06/08-06/14 ADV TRVL	DI	5/31/2019			3,608.64	3,608.64	3,608.64		3,608.64
<b>12455 KARKOSKI KEVIN</b>										
00	05/18-05/20 TRAVEL	DI	5/31/2019			59.16	59.16	59.16		3,667.80
<b>16756 PETERSON JEFF</b>										
00	05/22-05/24 TRAVEL	DI	5/31/2019			42.00	42.00	42.00		3,709.80
<b>17878 SAVAGE DANIEL</b>										
00	05/18-05/20 TRAVEL	DI	5/31/2019			151.92	151.92	151.92		3,861.72

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-A**  
**MEETING DATE: June 19, 2019**

**FOR:** Intercity Transit Authority

**FROM:** Duncan Green, BCC Specialist, 705-5874

**SUBJECT:** 2019 Bicycle Commuter Challenge Update

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1) **The Issue:** Brief the ITA on the results of the 2019 Bicycle Commuter Challenge.

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2) **Recommended Action:** For information and discussion.

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3) **Policy Analysis:** Intercity Transit made encouragement and promotion of transportation options a key part of its mission. This includes non-motorized alternatives like bicycling. The agency took over the Bicycle Commuter Contest (now Challenge) in 2006.

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4) **Background:** During this year's Bicycle Commuter Challenge (BCC), which runs the full month of May, 1,087 people logged 10,975 rides, covering 87,720 miles, reducing air and water pollution, benefitting their own health, and preventing over 43 tons of CO2 from entering the atmosphere.

Bicycling is a significant transportation element in Thurston County, and Intercity Transit's incorporation of bicycling into its trip reduction and alternative commute promotion has been well received. Under the agency's guidance, the program has seen a trend of increasing participation, enthusiastic sponsorship, strong event attendance and media attention. The BCC broadened and sustained successful partnerships between Intercity Transit, local jurisdictions, the business community, and the general public as well as generating public goodwill.

This is Intercity Transit's fourteenth year administering this countywide event. For the eleventh consecutive year, Duncan Green directed the BCC and related efforts. He received assistance from the other members of Intercity Transit's Marketing and Communications staff.

---

5) **Alternatives:** N/A.

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6) **Budget Notes:** The cost of the Bicycle Commuter Challenge is largely staff time for one temporary position. The annual budget for the BCC is \$25,000; however,



expenditures are usually less than this amount due to sponsorships and in-kind support.

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7) **Goal Reference: Goal #2:** *"Provide outstanding customer service."* **Goal #4:** *"Provide responsive transportation options within financial limitations."*

---

8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-B**  
**MEETING DATE: June 19, 2019**

**FOR:** Intercity Transit Authority

**FROM:** Jeff Peterson, 705-5878

**SUBJECT:** Consultant Services for CAD/AVL Solution

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1) **The Issue:** Consideration of a contract award for Computer Assisted Dispatching (CAD) and Automatic Vehicle Location (AVL), collectively referred herein as CAD/AVL, consultant services.

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2) **Recommended Action:** Authorize the General Manager to execute a multi-phased CAD/AVL consultant services contract with the IBI Group in an amount not to exceed \$176,771.00.

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3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000.

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4) **Background:** Intercity Transit's existing CAD/AVL system is outdated, costly to maintain, and no longer adequate. Accordingly, Transit seeks to partner with a highly experienced and knowledgeable public transit consultant to assist in identifying the most cost effective CAD/AVL upgrade path that satisfies our operational needs while protecting our investment.

The related request for proposal (RFP) was issued February 6<sup>th</sup>, a pre-proposal conference was held on February 13<sup>th</sup> and proposals were due March 4<sup>th</sup>. Intercity Transit received two responsive proposals by the due date. The results of the Phase One evaluation process determined that the IBI Group advance to the Phase Two interview process.

The IBI Group has provided consultant services for similar CAD/AVL implementation projects throughout the Pacific Northwest, including Whatcom Transit, Spokane Transit, C-TRAN, Community Transit, Chariots, and TriMet. The evaluation team is confident that IBI Group will be successful at fulfilling our CAD/AVL consultant needs.

The IBI Group's response has been determined to be both responsive and responsible and therefore the evaluation team recommends the award to the IBI Group.

- 
- 5) **Alternatives:**
- A. Authorize the General Manager to execute a multi-phased CAD/AVL consultant services contract with the IBI Group in an amount not to exceed \$176,771.00.
  - B. Defer action. A decision to delay may affect operations as key elements of the existing infrastructure are no longer supported.
- 
- 6) **Budget Notes:** The 2019 budget includes \$5,350,000 for the design and purchase of a new CAD/AVL system.
- 
- 7) **Goal References:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #2:** *"Provide outstanding customer service."* **Goal #6:** *"Encourage use of our services."*
- 
- 8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-C**  
**MEETING DATE: June 19, 2019**

**FOR: Intercity Transit Authority**

**FROM: Jeff Peterson, 705-5878**

**SUBJECT: Website Consultant Services**

- 
- 1) **The Issue:** Consideration of a contract award for website consultant services.
- 
- 2) **Recommended Action:** Authorize the General Manager to execute a multi-phased website consultant services contract with Anthro-Tech to provide a roadmap for enhancing and upgrading Intercity Transit's website in an amount not-to-exceed \$98,985.00.
- 
- 3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000. Although the proposed contract amount does not meet this threshold at this time, future negotiated phases of work may cause the amount to exceed the threshold.
- 
- 4) **Background:** Intercity Transit transitioned to the current Drupal 8 based website in December of 2016 as support for our SharePoint website was being phased out by Microsoft. While the replacement website did not include significant changes to the existing content, the Drupal 8 platform best positioned us to incorporate more robust features, functionality, and usability at a later date.
- A request for proposal (RFP) was issued March 25, 2019, to seek a firm to develop a website development roadmap and assist Intercity Transit in hiring a qualified vendor to implement. A pre-proposal conference was held on April 5<sup>th</sup> and proposals were due April 18<sup>th</sup>. Intercity Transit received seven responsive proposals by the due date. The Phase One evaluation process determined that four firms should be included in the Phase Two interview process.
- Anthro-Tech received high scores from the evaluation team in every category during the phase one evaluation process and they were the number one ranked firm following the interview process. Based on their proposal and interview, the evaluation team is confident that Anthro-Tech will successfully fulfill our website consultant needs.

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5) **Alternatives:**

- A. Authorize the General Manager to execute a multi-phased website consultant services contract with Anthro-Tech to provide a roadmap for enhancing and upgrading Intercity Transit's website in an amount not-to-exceed \$98,985.00.
- B. Defer action. A decision to delay may affect our ability to transform the website into a more robust, manageable, and user-friendly business communication tool.

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6) **Budget Notes:** The 2019 budget includes \$50,000 from Information Services and \$50,000 from Marketing for a total of \$100,000 in web professional services.

- 
- 7) **Goal References:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #2:** *"Provide outstanding customer service."* **Goal #6:** *"Encourage use of our services."*

---

8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-D**  
**MEETING DATE: June 19, 2019**

**FOR:** Intercity Transit Authority

**FROM:** Steve Krueger, 705-5833

**SUBJECT:** AmeriGas Propane Contract

- 
- 1) **The Issue:** Consideration of entering into a 3-year contract with AmeriGas to provide Intercity Transit's Dial-A-Lift (DAL) fleet access to propane at their Martin Way facility.
- 
- 2) **Recommended Actions:** Authorize the General Manager to enter into a 3-year sole source contract with AmeriGas to provide Intercity Transit's DAL fleet access to propane from their Martin Way facility.
- 
- 3) **Policy Analysis:** The Procurement Policy states the Authority must approve any expenditure over \$100,000. Because the price of propane fluctuates with market conditions and because DAL van fuel consumption varies, the total contract value cannot be determined. However, at today's prices, the total cost to refuel our 12 DAL vans over a 3-year period at the AmeriGas facility on Martin Way is projected to be \$200,190 and therefore consistent with Procurement Policy, staff is seeking Authority approval.
- 
- 4) **Background:** Intercity Transit currently has 12 propane DAL vans that are regularly refueled offsite at the Ferrellgas facility near the Olympia South Sound Mall as this is currently the closest available commercial propane dispenser. The total offsite refueling time for each DAL van is approximately ½ hour which is costly, inefficient, and increases liability. Included in Phase 5 of our Master Plan is a fully outfitted propane tank and dispenser for servicing our fleet of propane DAL vans. In the interim, AmeriGas already has a 17,500 gallon propane tank at their Martin Way facility and has offered to install a commercial propane dispenser that includes the Fleetwatch fuel management system we need for DAL refueling. The projected labor savings to refuel our DAL vans at the AmeriGas Martin Way facility is \$62,072 per year for 12 DAL vans which serves as our justification for a sole source agreement with AmeriGas. Once propane becomes available at the Pattison Base, an added

benefit of this arrangement is that Intercity Transit will have an alternative backup supply next door us well into the future.

AmeriGas expects that the fully outfitted propane dispenser configured to meet our needs will be operational in approximately 60 days from approval. A 4,000 gallon propane tank is the largest we could install at the Pattison base without triggering costly fire protection equipment and engineering. Accordingly, staff recommend entering into an agreement with AmeriGas to service our DAL van propane fleet.

---

**5) Alternatives:**

- A. Authorize the General Manager to enter into a 3-year sole source contract with AmeriGas to provide DAL van propane refueling service at their Martin Way facility.
- B. Continue to refuel DAL vans at the South Sound Mall Ferrellgas facility.

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**6) Budget Notes:** A total cost of ownership analysis that examined the cost of fuel for propane, gasoline and diesel DAL vans indicates that the AmeriGas option represents the most cost effective option and is also the most sustainable as well.

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**7) Goal References:** **Goal #2:** *"Provide outstanding customer service."* **Goal #3:** *"Maintain a safe and secure operating system."* **Goal #4:** *"Provide responsive transportation options within financial limitations."* **Goal #5:** *"Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community"* **Goal #7:** *"Build partnerships to address and jointly find solutions to the mobility needs and demands in our community."*

---

**8) References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-E**  
**MEETING DATE: June 19, 2019**

**FOR:** Intercity Transit Authority

**FROM:** Steve Krueger, 705-5833

**SUBJECT:** Advancing the Pattison MOA Expansion/Rehabilitation Project

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**1) The Issue:** Consideration of authorizing the General Manager to have the Department of Enterprise Services (DES) competitively award a General Contractor/Construction Manager (GC/CM) contract for Phases 3 and 4 of the Pattison Maintenance, Operations & Administrative (MOA) Expansion & Rehabilitation Project.

---

**2) Recommended Action:** Authorize the General Manager to have DES competitively award a GC/CM contract for Phases 3 and 4 of the Pattison MOA Project using a Maximum Allowable Construction Cost (MACC) of \$38,750,000 and a not-to-exceed Pre-Construction Services amount of \$400,000.

---

**3) Policy Analysis:** The Procurement Policy states the Authority must approve any expenditure over \$100,000.

---

**4) Background:** The Pattison MOA Project includes the following five phases:

- Phase 1: Underground Storage Tank (UST) Replacement Project – Completed.
- Phase 2: Traffic Signal and North Parcel Frontage Improvements – In Progress.
- Phase 3: New Admin/Operations Building and Fuel, Wash & Facilities Building.
- Phase 4: Renovate the existing Maintenance Building.
- Phase 5: South Parcel Site Work which includes the demolition of the existing Admin Building.

Phase 1 was completed in the summer of 2018 and Phase 2 will be complete this summer. The Phase 3 Schematic Design is now complete and an updated cost estimate was produced for Phases 3, 4, and 5. Using this information, an estimated MACC for the construction of Phases 3 and 4 was calculated to be \$38,750,000 for GC/CM solicitation purposes. Our goal is to release the solicitation in June and award in early August. This will allow us to stay on track with grant spending deadlines. Onboarding a GC/CM early on is needed to provide constructability recommendations (Pre-Construction Services) during the next phase of the design process (Design Development). Once the Design Development is approximately 80% complete around the December timeframe, the cost estimate will be updated again and used to negotiate the final MACC for the construction of Phases 3 and 4. Construction documents are targeted for completion in May of 2020, permits by June 2020, with construction starting in September 2020. We expect substantial completion



of Phases 3 and 4 by September of 2022. As project funding dictates, it may be in our best interest to negotiate with the GC/CM to perform the Phase 5 site work along the way or competitively award a separate construction contract for this work at a later date.

Because the Pattison MOA Expansion and Rehabilitation Project must minimize disruption to on-going transit operations, the synergistic nature of the GC/CM construction methodology is ideally suited for this project. Because it is in the best interest of the GC/CM to complete construction at an accelerated pace, this methodology will better ensure that the Pattison MOA project is completed in a timely and cost effective manner. An added benefit of having DES serve as our Project Manager is that this project is exempt from the lengthy State approval process to pursue GC/CM project. Accordingly and for the reasons outline above, staff recommends that Intercity Transit pursue competitively awarding a GC/CM contractor at this time.

---

**5) Alternatives:**

- A. Authorize the General Manager to have DES competitively award a GC/CM contract for Phases 3 and 4 of the Pattison MOA Project using a Maximum Allowable Construction Cost (MACC) of \$38,750,000 and a not-to-exceed Pre-Construction Services amount of \$400,000.
- B. Continue to progress with the Pattison MOA Project only as available funding allows.

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**6) Budget Notes:** Recognizing construction costs continue to rise, by applying the GC/CM construction methodology to Phases 3 and 4 at this time is sure to accelerate progress thereby likely yield improved economies and efficiencies as well as enable Intercity Transit to stay on track with our grant spending deadlines.

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**7) Goal References:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #2:** *"Provide outstanding customer service."* **Goal #3:** *"Maintain a safe and secure operating system."* **Goal #4:** *"Provide responsive transportation options within financial limitations."* **Goal #5:** *"Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community."* **Goal #6:** *"Encourage use of our services."* **Goal #7:** *"Build partnerships to address and jointly find solutions to the mobility needs and demands in our community."*

---

**8) References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-F**  
**MEETING DATE: June 19, 2019**

**FOR:** Intercity Transit Authority

**FROM:** Eric Phillips, Development Director, 705-5878

**SUBJECT:** Interlocal Agreement with City of Olympia  
Cost sharing the Martin Way / Pattison Street SE Signal Improvements

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1) **The Issue:** Consideration of an Interlocal Agreement between the City of Olympia, and Intercity Transit supporting cost sharing for the Martin Way & Pattison Street SE signal improvement.

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2) **Recommended Action:** Authorize the General Manager to enter into an Interlocal Agreement with the City of Olympia supporting cost sharing a portion of a new traffic signal constructed at Pattison Street SE and Martin Way.

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3) **Policy Analysis:** The Interlocal Cooperation Act (RCW 39.34) provides authority for two or more public agencies to enter into an agreement in support of a joint project.

---

4) **Background:** Interlocal Agreements (ILA's) are an efficient tool to support coordination between local agencies working cooperatively.

Under this agreement the City of Olympia agreed to share the cost of the new traffic signal being constructed at Martin Way and Pattison Street SE in an amount not-to-exceed \$400,000.

Intercity Transit is responsible for all contracting, permitting and project related work associated with development of offsite improvements as required and allowed under the executed Development Agreement with the City of Olympia. The ILA provides an agreement for cost sharing up to a total value not-to-exceed \$400,000 by the City of Olympia following completion of the project. Cost sharing will only be for the agreed portions of the project related to the Pedestrian crossing project. Cost sharing amounts must be agreed to by both agencies. The final amount to the cost shared will be calculated at the completion of the project but will not exceed \$400,000 or 50% of the total for the portion agreed to be shared by both parties. While not specified under the agreement, reimbursement may be in the form of a credit toward future fees or development related charges subject to agreement by both parties.

**Project History:** In December, 2015, Intercity Transit entered into a Development Agreement with the City of Olympia addressing the future development of the Pattison Street maintenance, operations, and administrative base improvements.

Section 9 of the Development Agreement addressed the opportunity to partner and cost share on the development and construction of the traffic signal and pedestrian crossing elements due to the mutual benefits to both agencies. Subsequently, the City of Olympia identified the need to add a pedestrian crossing facility on Martin Way in the vicinity of Pattison Street SE. Olympia has also set aside project funding to support the coordinated development of the improvements. Intercity transit has since entered into a construction contract and is developing the intersection improvements, frontage elements, and related utility relocation coordination as required under the Development Agreement in accordance with City of Olympia requirements. Through the framework established under the Development agreement, the ILA provides the coordination framework for cost sharing of the project improvements related to the traffic signal and related pedestrian improvements. The City of Olympia Deputy City Attorney has reviewed and approved the ILA and the ILA will be presented for consideration to the Olympia City Council in July.

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5) **Alternatives:**

- A. Authorize the General Manager to enter into an Interlocal Agreement with the City of Olympia supporting cost sharing of a new traffic signal at Pattison Street SE and Martin Way
- B. Defer action. Do not approve ILA. Without an ILA in place cost sharing between agencies may not occur. Intercity transit has already committed to assume lead agency on the improvements.

---

6) **Budget Notes:** The ILA provides an opportunity to recoup some costs (up to \$400,000) associated with the overall development of the Pattison MOA project. The full cost of construction was budgeted for 2019 as Phase 2 of the Pattison MOA project.

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7) **Goal Reference:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #2:** *"Provide outstanding customer service."* **Goal #3:** *"Maintain a safe and secure operating system."* **Goal #4:** *"Provide responsive transportation options within financial limitations."* **Goal #7:** *"Build partnerships to address and jointly find solutions to the mobility needs and demands in our community."*

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8) **References:** Draft ILA.

**INTERLOCAL AGREEMENT BETWEEN  
THE CITY OF OLYMPIA AND INTERCITY TRANSIT SUPPORTING  
CONSTRUCTION AND COST SHARING OF A NEW TRAFFIC SIGNAL AT MARTIN  
WAY AND PATTISON STREET IN OLYMPIA**

**THIS INTERLOCAL AGREEMENT** is entered into by and between the City of Olympia ("City") and Intercity Transit ("Transit"), herein referred to collectively as the "Parties."

**WHEREAS**, pursuant to the Interlocal Cooperation Act (RCW 39.34), governmental entities are authorized to make the most efficient use of their powers by cooperating with each other on a basis of mutual advantage for the provision of services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

**WHEREAS**, the City and Transit (a municipal corporation operating as a Public Transportation Benefit Area under RCW 36.57A) wish to share the costs associated with the development of a new traffic signal system; and

**WHEREAS**, the City and Transit entered into a Development Agreement in December 2015 (recorded under AFN 4482282) addressing installation of a new traffic signal at Pattison Street SE and Martin Way ("Development Agreement"); and

**WHEREAS**, Section 9 of the Development Agreement addressed the opportunity to partner and cost share on the development and construction of the traffic signal and pedestrian crossing elements due to the mutual benefits to both parties; and

**WHEREAS**, the City has identified the need for additional pedestrian safety improvements on Martin Way; and

**WHEREAS**, Transit is pursuing the public improvements including street lighting, sidewalk installation, separated bicycle facilities and intersection improvements in accord with the Development Agreement executed between Parties in December 2015; and

**WHEREAS**, the Parties hereto wish to work together and share costs to improve pedestrian safety at the intersection of Pattison Street SE and Martin Way as provided for under the Development Agreement;

**NOW, THEREFORE, in consideration of the exchanges of the mutual promises contained herein, the Parties hereto agree as follows:**

**I. Scope of Agreement/Work**

The Parties shall work together to complete the required design, utility relocation, signal improvements and all related intersection construction work as defined under the Development Agreement (Exhibit 1) between the Parties.

**II. Costs**

Transit assumes responsibility for all contracted work and all costs associated with work under this Agreement. The City agrees to a cost share of up to 50% of the cost of the portion of work related to the development of the traffic signal and pedestrian crossing improvements related to the intersection work; provided, however, the maximum participation value of the City may not exceed Four Hundred Thousand and no/100 Dollars (\$400,000). The Parties shall review and approve final cost share documentation and amount prior to any invoice and payment by City.

**III. Method of Payment**

City shall provide payment to Transit based on the cost share as agreed following acceptance of the cost share documentation.

**IV. Indemnification**

Each party to this Agreement is responsible for its own acts and/or omissions and those of its officers, employees and agents. No party to this Agreement is responsible for the acts and/or omissions of entities or individuals not a party to this Agreement.

**V. No Separate Entity Created**

This Agreement creates no separate legal entity.

**VI. Duration of Agreement**

This Agreement is effective on the date of the last signature affixed hereto and terminates upon completion of the tasks necessary to accomplish the purpose of the Agreement, unless sooner terminated by the Parties as provided herein. This Agreement may be terminated at any time by mutual agreement of the Parties. Nothing in this Agreement modifies the terms of the recorded Development Agreement between the Parties.

**VII. Default**

If either of the Parties fails to perform its obligations, and after such failure continues to be remiss in the obligations for a period of twenty (20) days upon having received written notice of same, such Party is in default hereunder. Upon such default, the other Party hereto may exercise any remedies provided by law. If legal action is necessary to enforce the provisions of this Agreement, the prevailing Party is entitled to receive such sums as the court may determine, including reasonable attorney's fees and such costs as are incurred in the maintaining such cause of action.

**VIII. Interpretation and Venue**

This Agreement is governed by the laws of the State of Washington as to interpretation and performance. Venue for enforcement of any provisions is the Superior Court of Thurston County.

**IX. Entire Agreement**

This Agreement sets forth all terms and conditions agreed upon by the Parties and supersedes any and all prior agreements, oral or otherwise, with respect to the specific subject matter addressed herein.

**X. Recording**

Prior to its entry into force, each party shall post a copy of this Agreement on its website as provided by RCW 39.34.040.

**XI. Notice**

Any notice required under this Agreement must be to the Party at the address listed below and shall become effective three (3) days following the date of deposit with the United States Postal Service.

**CITY OF OLYMPIA:**

Attn: Mark Russell, P.E.  
Deputy Director of Public Works  
PO Box 1967  
Olympia, WA 98507-1967

**INTERCITY TRANSIT:**

Attn: Ann Freeman-Manzanares  
General Manager  
526 Pattison St, SE  
Olympia, WA 98501

This Agreement is hereby entered into between the Parties and s takes effect on the date of the last authorizing signature affixed hereto.

**CITY OF OLYMPIA**

**INTERCITY TRANSIT**

\_\_\_\_\_  
Steven R. Hall  
City Manager

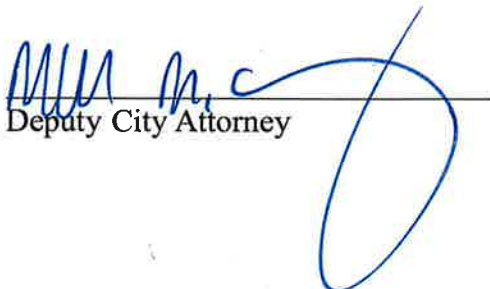
\_\_\_\_\_  
Ann Freeman-Manzanares  
General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

Approved as to Form:

  
\_\_\_\_\_  
Deputy City Attorney

\_\_\_\_\_  
Title: \_\_\_\_\_

City of Olympia  
Community Planning & Development Department  
P.O. Box 1967  
Olympia, WA 98507-1967

<b>Document Title(s)</b>  1. INTERLOCAL DEVELOPMENT AGREEMENT
<b>Reference Number(s) of Document</b> (Auditor's number of previously recorded document, if applicable) – on page      of attached document
<b>Grantor(s)</b> (last name first, then first name and initials)  1. INTERCITY TRANSIT  Additional names are on page      of attached document
<b>Grantee(s)</b> (last name first, then first name and initials)  1. OLYMPIA, CITY OF  Additional names are on page      of attached document
<b>Description</b>  FOR INTERCITY TRANSIT PATTISON REHABILITATION AND EXPANSION PROJECT (CPD FILE #15-0137)  Additional legal is on page      of attached document
<b>Assessor's Property Tax Parcel Number</b>  34202500100
<b>Address:</b> 526 PATTISON ST SE



**INTERLOCAL DEVELOPMENT AGREEMENT FOR  
INTERCITY TRANSIT PATTISON REHABILITATION AND EXPANSION PROJECT**

THIS DEVELOPMENT AGREEMENT (hereinafter "Agreement") is between Intercity Transit, a Washington municipal corporation, hereinafter referred to as "Transit", and the City of Olympia, a Washington municipal corporation, hereinafter referred to as "City."

**RECITALS**

WHEREAS, the Washington State Legislature has authorized the execution of development agreements between local governments and property owners under the conditions contained in RCW Chapter 36.70B; and

WHEREAS, Transit and City are both municipal corporations and can enter into interlocal agreements pursuant to RCW Chapter 39.34; and

WHEREAS, Transit is the owner of that property described in Exhibits 5 and 6 attached hereto, referred to as Development Property; and

WHEREAS, Transit plans to rehabilitate and expand its Maintenance and Operation Facility to provide public transit options, assist local partners' in compliance with the Growth Management Act and Comprehensive Plan, replace its underground storage tanks for safe and efficient operation, and to serve a regional emergency response role; and

WHEREAS, Transit and the City both benefit by agreement on development standards and definition of Project parameters; and

WHEREAS, the intent of this Agreement includes, but is not limited to, providing certainty for Transit regarding applicable City development regulations and ordinances; and includes a determination that the current City regulations and ordinances in place on the effective date of this Agreement shall apply to this Project for the duration of this Agreement;

NOW THEREFORE, in consideration of the mutual promises and benefits contained herein, the City and Transit agree that the Pattison Rehabilitation and Expansion Project ("Project") shall be consistent with the following development standards:

1. **Term.** The Term of this Agreement shall commence on the effective date of the Resolution approving this Agreement ("Effective Date") and shall continue in full force and effect for a period of Ten (10) Years unless amended by mutual agreement of the City and Transit, in the same manner and following the same procedures as required to adopt the original Agreement.



2. **Project Background**

Transit is located at 526 Pattison Street, SE, in Olympia, Washington, which is legally described in Exhibit 6, and referred to as the southern parcel. Transit owns an adjacent parcel immediately to the north, which is legally described in Exhibit 5, and referred to as the northern parcel. Transit plans to rehabilitate existing facilities currently existing on its southern parcel and expand onto its northern parcel. The Project is being phased due to limited grant opportunities. In Phase 1 (Outlined in Exhibit 1) Transit will replace old single-walled underground storage tanks that are currently located on its southern parcel with new tanks on the adjacent northern parcel. In addition, Transit is rehabilitating the lubricant room, upgrading an existing fuel dispensing station, adding paved parking, temporary sidewalk and crossing on the northern and southern parcels. Transit plans to construct Phase 1 as soon as permitting is complete. Phase 2 (Outlined in Exhibits 2 and 3) reflects additional rehabilitation to the existing facility and the expansion of the entire northern parcel with new access points on the northern parcel from Martin Way and Pattison.

3. **Property**

The Project Site is legally described in Exhibits 5 and 6, attached hereto and incorporated by this reference.

4. **Vested Rights**

During the term of this Agreement, in developing the Property consistent with the Project described herein, Transit is assured, and the City agrees, the development rights, obligations, terms and conditions specifically in this Agreement, are fully vested in Transit under the Existing Land Use Regulations and may not be changed or modified by the City, except as may be expressly permitted by, and in accordance with, the terms and conditions of this Agreement, including the Exhibits hereto, or as expressly consented to by the City and Transit. This does not include any building or fire code that is state-mandated (See RCW 19.27.031), or any other regulations resulting from superseding state or federal law, impact fees, mitigation fees, or any other fees or charges, except as specifically described in this Agreement. Existing land use regulations means the ordinances adopted by the City Council of Olympia in effect on the Effective Date, including the adopting ordinances that govern the permitted uses of land, the density and intensity of use, and the design, improvement construction standards, and specifications applicable to the development of the Property, including, but not limited to the Comprehensive Plan, the City's Official Zoning Map and development standards, SEPA, Concurrence Ordinance, the EDDS, and all other ordinances, codes, rules, and regulations of the City establishing standards in relation to the development of the Property; and the division of land, whether through the subdivision process, the binding site plan process, or otherwise. As noted above, this does not include any building or fire code that is state-mandated (See RCW 19.27.031); or any other

regulations resulting from superseding state or federal law impact fees, mitigation fees, or any other fees or charges, except as specifically described in this Agreement. Pursuant to OMC 18.53.010, this development agreement reserves authority by the City to impose new or different regulations to the extent required by serious threat to public health and safety.

**5. Permitted Uses, Development Standards, & Phasing**

Whether developed in one phase or a series of phases as anticipated, the following uses and standards shall be those in effect as of the effective date of this Agreement, whether set forth in this Agreement, or in the permits and approvals, if any identified herein and all Exhibits incorporated herein: (a) the permitted uses, (b) the density and intensity of use, (c) the maximum height and size of proposed buildings, (d) provisions for reservation and dedication of land, (e) as noted above, the existing Land Use Regulations relating to among other items, the construction, installation and extension of public improvements, (f) the EDDS, (g) critical areas regulations, and (h) development guidelines and standards for and applicable to the development of the Property. This does not include any building or fire code that is state-mandated (See RCW 19.27.031); any other regulations resulting from superseding state or federal law, impact fees, mitigation fees or any other fees or charges, except as specifically described in this Agreement.

**6. Project Development Plans.**

A. Project Development Plan Documents. Transit agrees to construct the Project consistent with the Plans attached as Exhibits 1 through 4, incorporated by reference, as approved in a final decision by the Director of Community Planning and Development. The following documents are incorporated into the Agreement:

- Exhibit 1: Phase 1 Site Plan (plus landscaping & Pattison sidewalk)
- Exhibit 2: Phase 2 Site Plan (A)
- Exhibit 3: Phase 2 Landscape Plan (B)
- Exhibit 4: Pattison Base Master Plan, Reissued in June 2010  
(incorporated by reference)
- Exhibit 5: Northern Parcel Legal Description
- Exhibit 6: Southern Parcel Legal Description

B. Non-Substantive Modifications. Transit shall have the right to make minor modifications to the documents described in Section 4(A). Minor modifications shall not be considered substantive under this Agreement and will not require amendment to this Agreement so long as they comply with this section. Modifications shall not (1) increase the total number of buildings or increase the total number of buildings dedicated to a specific use, (2) include any changes that would increase the traffic impacts, (3) reduce required frontage improvements, or (4) fundamentally alter

the layout of the site plan, including but not limited to, the amount of landscaping, the size of the fuel station building, or the size of the buildings on the southern site, as determined by the City.

7. **Phases.** The Project is anticipated to be completed in two phases as identified in Exhibits 1 through 3. This does not preclude Transits' ability to partially rehabilitate existing facilities as identified in its Pattison Base Master Plan (reissued in June 2010) if necessary and funding is available. However, changes to other existing facilities identified in the Pattison Base Master Plan are not vested under this development agreement.
8. **Infrastructure.** The Parties agree that in Phase 1 construction, Transit will construct an asphalt ribbon sidewalk in the Pattison Road SE right of way, along the western property line of the northern parcel, as identified in Exhibit 1. Transit will install curb stops or another divider to separate parking space from the asphalt sidewalk in a form to be approved by the City of Olympia Director of Planning and Community Development. Transit will also install a pedestrian crossing across Pattison Street, where it intersects with Martin Way in a form and location to be approved by the City of Olympia Director of Planning and Community Development. As part of this Phase 1 work, Transit will dedicate right-of-way to the City along the western edge of the northern parcel, as depicted in Exhibit 1.
9. **Future Traffic Signal Installation.** Transit will install a traffic signal and pedestrian crossing at Pattison and Martin Way as part of Phase 2 construction. Because the traffic signal and crossing benefit both the City and Transit, the Parties agree to examine the potential cost share partnership on these items closer to the start of Phase 2.
10. **Tree Plan.** The north parcel expansion is 5.25 acres. The minimum Tree Density requirement is 30 Tree Units per acre ( $30\text{TU} \times 5.25\text{ac} = 158 \text{ Trees Minimum}$ ). Intercity Transit agrees to plant 45 Trees, in addition to screening plants, along the perimeter as part of Phase 1 work. For Phase 2 Intercity Transit also agrees to either remove, retain or replant to achieve a total of 80 tree units. The Parties agree the 78 Tree Unit deficit from Phase 2 ( $158 \text{ TU} - 80\text{TU} = 78 \text{ Tree units}$ ) will be planted off site at an approved location or paid as a Fee in lieu of \$27,768 ( $\$356/\text{Tree} \times 78 \text{ Trees}$ ) into the City of Olympia Tree Fund at the time of Land Use Approval for Phase 2.

11. **Right of Way Improvements.**

With the exception of the right of way improvements identified to occur in Phase 1, all other right of way improvements on Martin Way and Pattison will occur in Phase 2.

The Parties agree that Transit is required to install a maximum of seventy percent (70%) frontage improvements along Transit property on Martin Way. The conceptual frontage improvements are reflected in Exhibits 1, 2 and 3.

12. **Transfer of Property.**

Transit retains the right to sell, transfer, convey, mortgage and otherwise encumber the parcels, as identified in Exhibits 4 and 5. Any action shall be expressly subject to the rights and obligations of this Agreement. This Agreement shall be binding upon and inure to the benefit of any subsequent owner.

13. **Default.**

Failure or delay by either party to perform any term or provision of this Agreement shall constitute a default of this Agreement. In the event of the alleged default or breach of any terms or conditions of this Agreement, the party alleging such breach shall give the other party not less than thirty (30) days' notice in writing specifying the nature of the alleged default and the manner in which said default may be cured. During this thirty (30) day period, the Party alleged to have breached shall not be considered in default for the purposes of termination of this Agreement.

After notice any Party to this Agreement may, at its discretion, institute dispute resolution proceedings. Dispute Resolution Proceedings means involving a third party in facilitating a discussion between Transit and the City to resolve any allegation of breach of this Agreement.

In addition to these remedies, the City may file an action to enforce this Agreement, the vested development codes, and to obtain penalties for any violations.

14. **Authority to Execute Agreement.**

A. Transit. By executing this Agreement, Transit represents and warrants that it has taken all necessary steps under its corporate governance to authorize this Agreement and that this Agreement shall be valid and binding for all purposes.

B. City. By executing this Agreement, the City represents and warrants

that it has taken all necessary steps that a non-charter code City is required to take in order to authorize the execution of this Agreement.

15. **Miscellaneous Provisions.**

- A. **Governing Law and Attorneys' Fees.** This Agreement shall be construed and enforced in accordance with the laws of the State of Washington. In the event either party shall bring an action to enforce this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and expenses incurred in connection with such action.
- B. **Amendments.** This Agreement may not be amended except upon the mutual consent of the parties in the same manner as the original Agreement was adopted. Consent may be withheld for any reason.
- C. **Headings.** The headings in this Agreement are inserted for convenience only and shall not affect the interpretations of this Agreement.
- D. **Waivers.** The failure of any party to seek redress for violation of or to insist upon the strict performance of any covenant or condition of this Agreement shall not prevent a subsequent act, which would have originally constituted a violation, from having the effect of an original violation.
- E. **Severability.** If any provision of this Agreement or the application thereof to any party or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.
- F. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which taken together shall constitute the complete Agreement.
- G. **Entire Agreement.** This Agreement, together with Exhibits 1-6, constitutes the complete agreement between the parties and supersedes all prior or contemporaneous agreements or representations, written or oral, concerning the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Development Agreement to be executed as of the dates set forth below:

### INTERCITY TRANSIT:

By: Ann Freeman-Manzanares  
Its: General Manager  
JIM MERRILL - DIRECTOR OF OPERATIONS  
Date: 12/22/15 \* MAINTENANCE

CITY OF OLYMPIA:

By: Stephen H. Buxbaum  
Its: Mayor  
Date: 12/15/2015

ATTEST:

By: Juan Kirkemo  
City Clerk

APPROVED AS TO FORM:

By: W. Dale Kemerer  
Transit Attorney

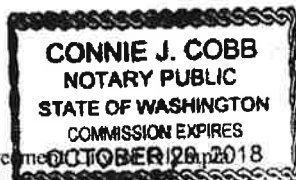
APPROVED AS TO FORM:

By: J. Harkness  
City Attorney (ACA)

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF THURSTON )

On the 15<sup>th</sup> day of December 2015, before me, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Stephen H. Buxbaum, to me known to be the Mayor of the City of Olympia, a municipal corporation, who executed the foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned and on oath states that he is authorized to execute the said instrument.

WITNESS my hand and official seal the day and year first above written.

Development Agreement  
and Intercity Trans

Signature: Connie J. Cobb  
 Print Name: CONNIE J. COBB  
 NOTARY PUBLIC in and for the State of \_\_\_\_\_



**EXHIBIT 1**

**PHASE 1 SITE PLAN (including landscaping & Pattison sidewalk)**

**EXHIBIT 2**

**PHASE 2 SITE PLAN (A)**

**EXHIBIT 3**

**PHASE 2 LANDSCAPE PLAN (B)**

**EXHIBIT 4**

**PATTISON BASE MASTER PLAN, REISSUED IN JUNE 2010  
(incorporated by reference)**

**EXHIBIT 5**

**NORTHERN PARCEL LEGAL DESCRIPTION**

**EXHIBIT 6**

**SOUTHERN PARCEL LEGAL DESCRIPTION**



### **EXHIBITS 1-3**

**These exhibits do not meet Thurston County's recording requirements for legibility.**

**To view or request a copy, please contact the  
City of Olympia, City Clerk's Office at  
360-753-8325, 601 4<sup>th</sup> Ave E, Olympia, WA.**

**EXHIBIT 4**

**PATTISON BASE MASTER PLAN (reissued June 2010)  
(incorporated by reference)**

**EXHIBIT 5**

**NORTH PARCEL LEGAL DESCRIPTION**

Intercity Transit's north parcel, located at 3000 Martin Way E, Olympia, WA, 98501:

Parcel Number: 3420260000

Legal Description: ALL THE PART OF TRACTS 26 AND 27 OF BERRY FARMS ADDITION TO OLYMPIA LYING SOUTH OF THE RIGHT-OF-WAY CONVEYED TO THE STATE OF WASHINGTON FOR PRIMARY STATE HIGHWAY NO. 1 BY DEED DATED NOVEMBER 24, 1933 AND RECORDED IN VOLUME 146 OF DEEDS, PAGE 489, AS PER PLAT OF SAID ADDITION RECORDED IN VOLUME 8 OF PLATS, PAGE 28, RECORDS OF THURSTON COUNTY AUDITOR;

SITUATED IN THE CITY OF OLYMPIA, COUNTY OF THURSTON, STATE OF WASHINGTON.

EXHIBIT 6

SOUTH PARCEL LEGAL DESCRIPTION

Intercity Transit's south parcel, located at 526 Pattison St. SE, Olympia, WA, 98501:

Parcel Number: 34202500100

Legal Description:

Block 25 of Berry Farms Addition to Olympia, as recorded in Volume 8 of Plats, page 28.

That portion of Tract 24 of Berry Farms Addition to Olympia, as recorded in Volume 8 of Plats, page 28, and of Smith Donation Land Claim No. 42, Township 18 North, Range 1 W, W.M., described as follows: Beginning at the Northwest corner of Tract 24 of said Berry Farms Addition and running thence South 89 degrees 27' 00" East 611.965 feet, thence South 0 degrees 03' 58" West 210.92 feet, thence South 89 degrees 56' 02" West 220 feet, thence North 0 degrees 03' 58" East a distance of 105.46 feet, thence North 89 degrees 27' 00" West 391.96 feet, more or less, to the Easterly line of Pattison Street, thence North along said Easterly line 105.46 feet, more or less, to the point of beginning; EXCEPT road.

**Thurston Regional Planning Council (TRPC)**  
**AFTER MEETING SUMMARY**  
June 7, 2019

Please use this after meeting summary to update your fellow board, council, and commission members on what took place at the TRPC meeting.

**Thurston Thrives**

Krosbie Carter, Thurston Thrives Director, briefed Council on Thurston Thrives, Thurston County's initiative to improve the health and safety for all in Thurston County. The core work of the public-private partnership takes place through their nine action groups and the Coordinating Council. Krosbie can be contacted at (360) 357-3362, [kCarter@thurstonchamber.com](mailto:kCarter@thurstonchamber.com). The website for Thurston Thrives is: [www.thurstonthrives.org](http://www.thurstonthrives.org).

**Regional Transportation Plan Public Outreach Strategy**

Katrina Van Every, Senior Planner, briefed Council on the public outreach strategy for the Regional Transportation Plan. Council provided input on how to reach their organizations. Katrina's presentation can be found here: [https://www.trpc.org/DocumentCenter/View/6813/A7\\_Outreach-Effort-Presentation---TRPC](https://www.trpc.org/DocumentCenter/View/6813/A7_Outreach-Effort-Presentation---TRPC).

**WRIA 13 Overview and Project Selection**

Amy Hatch-Winecka, WRIA 13 Lead Entity Coordinator, briefed Council on the WRIA 13 (Deschutes Watershed) habitat recovery efforts over the last 20 years. The Lead Entity program moved to TRPC in September 2018.

**Retreat Preparation: Mid-Year Review**

Marc Daily, Executive Director, presented a mid-year review of TRPC's work program, linking activities to the 2017-2019 Strategic Plan. Marc also presented a list of unfunded initiatives for Council to consider during their July 12<sup>th</sup> retreat. The retreat will be held at the Red Wind Casino from 8:30 am to 4:00 pm. The presentation can be found here: [https://www.trpc.org/DocumentCenter/View/6814/A9\\_2019-Mid-Year](https://www.trpc.org/DocumentCenter/View/6814/A9_2019-Mid-Year).

**Executive Director Report**

Marc Daily reported that TRPC's annual audit was complete and there were no findings. The full audit can be found here: <https://www.trpc.org/DocumentCenter/View/6815/FinalAuditReport>.