

**Authority Meeting Highlights**  
*a brief recap of the Authority Meeting of November 6, 2019*

**Action Items**

Wednesday night, the Authority:

- Declared the surplus items listed on Exhibit A as surplus with a total value estimated at \$3,605. (*Katie Cunningham*)
- Authorized the General Manager, pursuant to Washington State Contract 01417, to purchase as-needed uniform items from Galls, LLC (Galls) in an amount not-to-exceed \$122,000 per year, including sales tax. (*Katie Cunningham*)
- Authorized the General Manager to enter into an IAA with DES to administer the JOC for the Martin Way Park-and-Ride Repairs project in a total project amount not-to-exceed \$260,000.
- Authorized the General Manager to increase the OTC construction contract with Graham by \$725,833 to reflect a total revised not-to-exceed contract amount of \$9,282,941.
- The Authority scheduled a special meeting to conduct interviews for the Citizen Representative position with all seven applicants on November 20, 2019.

**Other Items of Interest:**

- The Authority received an update on the scheduled outreach and public process elements planned as part of the implementation for a new bus route to serve NE Lacey in early 2020.
- The Authority received an update regarding Intercity Transit's policy and federal requirements related to all proposed changes in fare policy.
- Intercity Transit will launch its new high-performance, limited-stop bus service Monday, November 11, 2019. "*The One*," provides faster, more direct transit service, connecting the Martin Way Park-and-Ride in Lacey to the Capital Mall in west Olympia with limited stops.
- Staff is working with ORCA on the air quality issues affecting the immediate area surrounding the Pattison Street facility. She thanked Councilmember Gilman for providing some assistance in getting a response to the nature of the problem. It appears things are progressing with the City of Olympia, ORCA and the property owners. The major concern was making sure the air quality issues didn't get so bad that staff would have to be moved off site and disrupt service.
- Freeman-Manzanares along with the Planning staff began the community update road trip. To date, staff presented to the Tumwater Planning Commission, TRPC, Olympia Planning Commission, and Lacey Planning Commission and will continue

with the remaining jurisdictions. We've received requests from several non-profits who are interested in the presentation about the community update, and most are interested in the proposal for zero fare.

- Freeman-Manzanares along with Carolyn Cox, Clark Gilman and Debbie Sullivan will meet with The Olympian on November 14, 2019, to provide the one-year community update since last year's election.
- Human Resource staff are conducting new staff interviews daily, and about 25% of IT employees have been with the agency less than one year, and 50% have been here less than five years. Chair Sullivan said she wants to ensure that the influx of so many newly hired staff doesn't change the existing Intercity Transit culture. Freeman-Manzanares said a two-day Leadership and Team Development Workshop conducted by Dr. Eric Allenbaugh is scheduled in December to work with the management team as a first step in retaining the culture.

**Pat Messmer/Clerk of the Board**  
**Prepared: November 7, 2019**