

**AGENDA**  
**INTERCITY TRANSIT AUTHORITY**  
**Wednesday, June 15, 2022**  
**5:30 P.M.**

**Join the meeting using your phone. Dial in at 5 p.m. for a sound check.**

United States, New York City [+1 929-229-5501,,787175428#](tel:+19292295501787175428)

Phone Conference ID: 787 175 428#

The public may join in person at the Pattison Street Facility or view the meeting via Facebook: <https://www.facebook.com/IntercityTransit/>

**CALL TO ORDER**

- 1) **APPROVAL OF AGENDA** **1 min.**
- 2) **PUBLIC COMMENT** **5 min.**
- 3) **INTRODUCTIONS** **15 min.**
  - A. **Kristen Wilson, Vehicle Detailer** (*Jonathon Yee*)
  - B. **Craig Laslie, HR Analyst** (*Heather Stafford Smith*)
  - C. **Jana Brown, CFO** (*Heather Stafford Smith*)
- 4) **APPROVAL OF CONSENT AGENDA ITEMS** **1 min.**
  - A. **Approval of Minutes:** May 18, 2022, Regular Meeting; and May 18, 2022, Interjurisdictional Conference.
  - B. **Payroll for May:** \$3,009,289.66
  - C. **Accounts Payable May:** Warrant numbers 34634 dated April 27 in the amount of **\$14,139.42**; numbers 34636-34670 dated May 3 in the amount of **\$147,216.66**; numbers 34671-34672 dated May 7 in the amount of **\$372.33**; numbers 34673-34715 dated May 11 in the amount of **\$646,014.41**; numbers 34716-34718 dated May 12 in the amount of **\$72,088.25**; numbers 34722-34777 dated May 18 in the amount of **\$3,085,830.87**; numbers 34778-34812 dated May 24 in the amount of **\$86,845.51**; for a total amount of **\$4,052,507.45**; and Automated Clearing House Transfers in the amount of **\$7,742.21** for a monthly total of **\$4,060,250.16**.
- 5) **NEW BUSINESS**
  - A. **Salary Survey/Compensation Study** (*Ann Freeman-Manzanares*) **20 min.**
  - B. **Bicycle Community Challenge Update** (*Duncan Green*) **10 min.**
  - C. **Landscaping & Grounds Maintenance Contract Renewal** (*Katie Cunningham*) **5 min.**
  - D. **CAD/AVL Consulting Services Contract Amendment** (*Jeff Peterson*) **5 min.**
  - E. **TSP & Smart Corridors Implementation Contract Authority** (*Eric Phillips*) **5 min.**
  - F. **Amend Resolution 03-2017 - Appoint Agent to Receive Claims for Damages and Resolution 05-2017 - Appoint Auditing Officer** (*Ann Freeman-Manzanares*) **5 min.**
  - G. **Schedule Public Hearing to Amend Vanpool Fare Resolution** (*Ann Freeman-Manzanares*) **5 min.**

- |           |  |                |
|-----------|--|----------------|
| <b>H.</b> | <b>2022 Community Advisory Committee Recruitment</b><br><i>(Ann Freeman-Manzanares)</i>    | <b>5 min.</b>  |
| <b>I.</b> | <b>Citizen Representative Reappointment/Recruitment</b><br><i>(Ann Freeman-Manzanares)</i> | <b>5 min.</b>  |
| <b>6)</b> | <b>COMMITTEE REPORTS</b>   |                |
| <b>A.</b> | <b>Thurston Regional Planning Council (June 3)</b> <i>(Debbie Sullivan)</i>                | <b>5 min.</b>  |
| <b>B.</b> | <b>Transportation Policy Board (June 8)</b> <i>(Don Melnick)</i>                           | <b>5 min.</b>  |
| <b>C.</b> | <b>Community Advisory Committee (May 16)</b> <i>(Jihan Grettenberger)</i>                  | <b>5 min.</b>  |
| <b>7)</b> | <b>GENERAL MANAGER'S REPORT</b>  | <b>5 min.</b>  |
| <b>8)</b> | <b>AUTHORITY ISSUES</b>  | <b>10 min.</b> |

## 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).*

**Minutes**  
**INTERCITY TRANSIT AUTHORITY**  
**Regular Meeting**  
**Held Remotely**  
**May 18, 2022**

**CALL TO ORDER**

Chair Gilman called the May 18, 2022, meeting of the Intercity Transit Authority to order at 5:30 p.m. This meeting was held remotely in accordance with Governor Inslee's Proclamation 20-28.15 Safe Start/Roadmap to Recovery.

**Members Present:** Chair and City of Olympia Mayor Pro-Tem Clark Gilman; Vice Chair and Citizen Representative Justin Belk; City of Tumwater Mayor Debbie Sullivan; Thurston County Commissioner Carolina Mejia; City of Lacey Councilmember Robin Vazquez; City of Yelm Councilmember Brian Hess; Citizen Representative Don Melnick; Citizen Representative Sue Pierce; Labor Representative Paul Tischer.

**Staff Present:** Ann Freeman-Manzanares; Steve Krueger; Ally McPherson; Pat Messmer; Eric Phillips; Daniel Van Horn; Jonathon Yee; Alex Auty; Tammy Ferris; Katie Cunningham; Kerri Wilson; Heather Smith; Suzanne Coit; Steve Krueger; Russell Gilsdorf; Julie DeRuwe; Steve Swan; Rob LaFontaine; Dan Savage; David Dudek; Bill Miller; Brian Nagel; Alana Neal; Afzal Shairulla; Tina Gese; Dylan AINU'u; Tony Houdyshell; Mason Kuentler; Bill Nevue; A Puri.

**Others Present:** Ty Flint, Community Advisory Committee; Allison Osterberg and Aidan Dixon from Thurston Regional Planning Council.

**APPROVAL OF AGENDA**

It was M/S/A by **Citizen Representative Melnick and Mayor Sullivan to adopt the agenda as presented.**

**RECOGNITION: Annual Community Transportation Association of America Roadeo.**

Freeman-Manzanares recognized Dial-A-Lift driver, Dan Savage, who placed second at the 31<sup>st</sup> Annual Community Transportation Association of America (CTAA) Roadeo last week in Louisville, Kentucky. The CTAA Roadeo honors and celebrates the value of rural and community transit operators. It provides an opportunity for drivers to gain recognition for their driving skills.

Savage competed in the Body-on-Chassis/Paratransit Division against 50 competitors from 48 transit agencies across the country. The Roadeo tests drivers' skills and abilities with a primary focus on safe operations and passenger sensitivity. Competitors complete a series of skills tests including a written test of their knowledge of ADA compliance as well as driving rules and situational awareness. They are judged on a timed pre-trip inspection, passenger assistance and navigating a driving course with 10 obstacles in under seven minutes.

Savage previously competed in the 2019 CTAA National Roadeo and placed 15<sup>th</sup> overall. He placed first in the 2019 Washington State Roadeo paratransit competition, earning the title "Best Paratransit Driver in Washington State." We are proud of his hard work and win at this year's Roadeo competition. His win showcases his exceptional driving skills and the compassion he has for his passengers.

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Freeman-Manzanaras also recognized Operations Supervisors Bill Miller and David Dudek, who are incredibly dedicated individuals who take charge of hosting Intercity Transit's own regional rodeo competitions as well as participate on the state and national levels. They have been the energy and force behind IT's rodeo success.

Stay tuned for more information about Intercity Transit's Rodeo taking place on July 23 (practice day) and 24 (Rodeo Competition), 2022.

### **PUBLIC COMMENT:**

Nine members of the public sent comments via email regarding reinstating the mask mandate on Intercity Transit buses. Those comments were forwarded to the Authority and are attached and entered into the record.

*The Authority directed staff to bring this topic to a June meeting either as a staff report or as part of the General Manager's report. Sullivan would like to know how this fits into what the Governor is doing and the national requirements. Melnick said these are valid concerns, however, there are likely other factors to consider and further discussion is appropriate. Mejia would like a legal perspective on what Intercity Transit can do, especially with the Governor's orders as well as the national orders that have come down recently.*

### **INTRODUCTIONS**

- A. **Afzal Shairulla, Auto Tech** (*Jonathon Yee*)
- B. **Tina Gese, Dylan AINU'u, Anthony Houdyshell, Mason Kuenstler, Vehicle Detailers** (*Jonathon Yee*)
- C. **Bill Nevue, Lead Accounting Specialist** (*Suzanne Coit*)
- D. **A Puri, Walk N Roll Program Representative** (*Kerri Wilson*)
- E. **Alana Neal, HR Manager** (*Heather Stafford Smith*)

### **APPROVAL OF CONSENT AGENDA**

It was M/S/A by Councilmember Vazquez and Mayor Sullivan to approve the consent agenda.

- A. **Approval of Minutes:** April 20, 2022, Regular Meeting.
- B. **Payroll for April:** \$4,221,942.42
- C. **Accounts Payable April:** Warrant numbers 34364-34412 dated March 30 in the amount of **\$252,712.29**; number 34118 dated April 4 in the amount of **\$3,773,696.76**; numbers 34119-34454 dated April 5 in the amount of **\$179,286.39**; number 34455 dated April 8 in the amount of **\$2,515,797.24**; numbers 34456-34503 dated April 9 in the amount of **\$1,207,812.30**; numbers 34504-34532 dated April 11 in the amount of **\$2,684.66**; numbers 34533-34534 dated April 14 in the amount of **\$94,031.11**; numbers 34535-34597 dated April 21 in the amount of **\$2,878,091.12**; numbers 34598-34609 dated April 20 in the amount of **\$867.15**; numbers 34610-35633 dated April 26 in the amount of \$71,658.76 for a total amount of **\$10,976,587.78**; and Automated Clearing House Transfers in the amount of **\$6,595.98** for a monthly total of **\$10,983,183.76**.

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### NEW BUSINESS

**A. Martin Way Corridor.** TRPC Senior Planner Allison Osterberg provided a presentation on the Martin Way Corridor Study. The Martin Way Corridor study is a partnership between many entities, bringing together Thurston County, the cities of Lacey, and Olympia, Intercity Transit, and TRPC. They all agree that Martin Way is one of Thurston County's most important urban routes, and they want to work together to develop a common vision for the corridor, and policies to support that vision as the corridor develops in the future. This accounts for all of the many things the public will see going on within the corridor. For example, safety, bicycle and pedestrian facilities, transit, land use, access management and neighborhood connectivity.

Osterberg said the Martin Way Corridor is a really long roadway, and the focus is on the area from the Pacific Triangle where Pacific and State turn into Martin Way, all the way out to the intersection with Meridian and Yelm, and from Pacific to Marvin Road.

There have been many pieces bringing this project together. TRPC worked on a current conditions report looking at things influencing Martin Way. They recently conducted public outreach, a survey of residences and businesses. They brought in outside expert consultants to help with a market study of the corridor and transportation operations assessment that helps evaluate some of the transportation conditions on the corridor.

In 2021, TRPC did a first round of outreach with an online open house and focus group meetings with different groups. All of this information will influence an action plan that will develop the corridor, which is the ultimate product to come out of this project.

Osterberg provided a history of Martin Way.

- It dates back to the 1930's
- Was developed originally to be part of the state highway system and soon after that, the Federal Highway system.
- Designed to move cars faster and provide shorter/straighter connection between Olympia and Tacoma.

Most of the area that Martin Way went through at the time, was not developed. There was a lot of wetland areas, there wasn't the type of environmental protection like today.

Osterberg discussed Martin Way today. Over the past 80 years since Martin Way opened, the community has grown up around it, and it still functions as a critical east-west route, but it connects to large cities like Lacey and Olympia, and it's a lifeline for the region with a lot of surrounding homes, schools, and major medical center. Since I-5 opened up in the 1960's it's no longer the only or the fastest way to get across town.

Approximately 9,000 people now live within the corridor, and it's been a major economic driver for the region, with more than 11,000 jobs. When many think about Martin Way, they often think about the big box stores like the Home Depot and Lowe's. However, most of the businesses on Martin Way are small, with five or fewer employees, and there's a real mix of the type of businesses that are out there - retail, restaurants, government offices, health care, etc.

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It's a major transportation route. There are 40,000 vehicle trips per day and particularly relevant to Intercity Transit it's an enormously important route. There are seven transit routes that run along Martin Way, about a quarter of all IT riders pass on Martin Way at some point, and it accounts for about 27% of total IT ridership.

Martin Way Corridor, when compared to the region as a whole is one of the most diverse parts of Thurston County. There's a higher proportion of people who live on Martin Way who identify themselves as a person of color. There's a higher proportion of people who speak languages other than English, higher proportions of people who are renters than we see in other parts of the county. Parts of Martin Way are areas with some of the biggest environmental health disparities and outreach.

There's a lot of different users using Martin Way. While conducting the Current Conditions Assessment they found challenges people face include problems with sidewalks. There are gaps in that sidewalk network. There are bike lanes on Martin Way, but those bike lanes consist of one little line, and people biking there don't feel comfortable.

There are ways to get across Martin Way, but often those crossings are widely spaced, and it can be challenging for people to get across – they have to walk a long way to get across.

There are a lot of access points to Martin Way, so when looking at the collision patterns on Martin Way, there are a lot of side collisions. There's a lot of anxiety about making left turns in and out of businesses, and that that creates some safety concern for people driving, and also for people walking and biking.

Osterberg talked about land use on Martin Way. Looking at current land use on Martin Way, there's a really wide variety of land use out there. There are businesses that have been there since the 1930's and are landmarks. And there's a lot of new development of new housing and apartments.

There are places with low density, either helping develop neighborhoods like Tanglewild and Thompson. There are parts of the corridor across the three streams along its length and there are a lot of wetlands associated with that. A lot of environmentally sensitive areas are these big areas, sort of open space that bring a lot to the community, but they also can pose challenges, and TRPC is trying to plan for transportation.

Osterberg reviewed the Market Study, that included looking at what type of development might be most possible on Martin Way. The market looking ahead for housing on the corridor is good. The type of housing they're likely to see is multi-family but it's still at a relatively low density and a lot of that gets tied to the cost of parking. The consultants said the type of housing on the corridor in the near future without any changes consists of three to four stories. But still two to three stories most likely with outside surface parking.

When conducting outreach last year, they asked people what they would like to see more of on Martin Way, and people want to see more public amenities. People use the corridor a lot to get access to services, retail and restaurants. There is an interest in having more housing and offices, etc. On the street side of things, people would like to see that complete

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sidewalk network, and safe crossings. There's also interest in a thoughtful approach to esthetics and more landscaping along the corridor.

Osterberg said the study identified key needs and goals. They'd like to find a way through the study and then through the work that comes out of it to improve safety for all users of the corridor and all different modes of travel - walking, biking, and driving.

There needs to be support for inclusive growth. As the corridor grows, how do we make sure that it continues to be a place that's not pushing people out and keeping an affordable space for people and the types of businesses that are there now. To do that they're going to need to balance the needs of different users. A lot of people use Martin Way for a lot of different reasons, and some of those things are going to be challenging to balance. They need to increase connectivity so how people can get across the corridor and how the neighborhoods around Martin Way can connect to other parts of the region.

Osterberg talked about the future of Martin Way. Using TRPC's population projections and employment forecast, they see population on the corridor is going to increase significantly. Regardless of any decisions made coming out of this project Martin Way will change. We'll see more than 50% increase in population, significant increase in employment, and more multi-family development and with all of those new jobs and new people, it's likely to lead to more congestion on the corridor.

Osterberg reviewed what the Martin Way corridor would look like if no changes were made, and that includes transportation improvements that are part of the transportation improvement plan on the books now and planned for the near future.

When TRPC looked at the transportation operations analysis, they saw that those improvements are many of which are focused on addressing congestion of major safety issues, but mostly focused on improvements for vehicle travel. There is some improvement to traveling the corridor when considering how long it takes to drive, but overall, there wouldn't be a lot of changes in the feel of Martin Way from how it is today. There would likely be more transit times overall, because there are more people using the corridor. There will be a lot of the sidewalk gaps that we have today, because development in some of those environmentally sensitive areas is unlikely to lead to the frontage improvements seen in other places and there would continue to be unprotected bike lanes.

The existing future on the land use side, expect to see a similar look and feel, a more significant increase in population, and more than 2,000 housing units on the corridor, many of those in multi-family affordable units for people making 80% or less of the area median income. There will be about 230 acres of redeveloped land, but unlikely to see any new public amenities on the corridor.

Osterberg talked about the Sustainable Thurston Target, which presents a challenge for the region beyond Martin Way, as part of the sustainable planning project. During the community-wide discussion a number of years ago set a vision for how we wanted our community to look and feel in the future, and one of the targets was tied to land use, talking about urban centers and corridors. They'd like 72% of housing within our urban areas to be located within a half mile of an urban center or corridor. We're know 49% of our urban housing is located at the center of corridor. When looking at projecting out of that track

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now, that is likely to increase to about 57% but still falls short of the overall regional goal of 72%. It's also part of the regional strategy around climate change, and targets are one of the strategies in the Thurston Climate Mitigation Plan to help reduce vehicle miles traveled, and emissions from car travel.

The vision for the Martin Way corridor is to become an attractive mixed-use high-density residential and commercial area where people enjoy walking, shopping, working, and living. Over time it will transition away from automobile dominated use to a more pedestrian friendly streetscape that encourages biking and supports high-capacity transit.

Osterberg talked about Martin Way alternatives. When they started looking at alternatives to evaluate, there were a number of different performance metrics. They wanted to see how different strategies on the transportation side might improve safety, affect access to businesses, and affect people traveling by different modes, by car, bike, transit or walking.

On the land use side, they tracked how to change the amount of housing on the corridor, how affordable that housing might be, and overall, how the look and feel of the corridor might be and how we might be able to increase community engagement.

Regarding transportation alternatives they looked at what they refer to as minimal improvements, and what small investments can be made that would improve safety without requiring major reconstruction. They ramped that up and asked what a more moderate improvement would be at key locations that would improve safety, and mobility for all users. Then went a step above that and looking corridor-wide what can we do that will be a real game changer from the corridor and improve things on the corridor.

Those minimal improvements included:

- Painted buffer between traffic and bike lanes
- Shared use pathway with protected barrier between I-5 and Carpenter Road
- Driveway consolidation (access management)

Moderate improvements are:

- 10' sidewalks throughout
- Physically buffered bike lanes and improved crossing/pavement markings at Lilly, Sleater Kinney, and Duterrow
- Driveway consolidation
- Midblock crossings where warranted
- Roundabouts at Pacific, Lilly
- Bus pull-outs converted to in-lane stops

Mighty Improvements look like:

- 10' sidewalks throughout with improved pedestrian crossing at Duterrow
- Physically buffered (and wider) bike lanes and improved crossing/pavement markings at Lilly, Sleater Kinney, Duterrow
- Driveway consolidation (access management)
- Midblock crossings where warranted
- Roundabouts at Pacific, Lilly
- Bus pull-outs converted to in-lane stops
- Business access transit (BAT) lanes between Pacific and Marvin



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Land Use Alternatives:

- **Nodal Development: Affordable Housing Focused** – concentrate land use interventions at nodes to increase affordable housing options
- **Nodal Development: Maximum Redevelopment** – concentrate land use interventions at nodes to maximize redevelopment
- **Corridorwide Continuity** – implement land use interventions that enhance consistency along the entire Martin Way Corridor

Land Use Tools:

Involve more regulatory approaches, like looking at zoning and development regulation. What we saw in focus group interviews, and from the market study is that the zoning and development regulations on the corridor aren't what's limiting the type of development consistent with the vision, it's that the market conditions aren't quite there to support it. It will be necessary to see a different kind of pattern on Martin Way will be more of the tools that are around either financial tools that are different types of civic investments or creative public private partnerships.

What They Learned:

- Overall, moving forward with the status quo means the vision for Martin Way is not likely to be attainable in the next 25 years
- Interventions in transportation issues can improve safety and mobility for all modes of travel (car, bus, bike, and foot)
- Interventions in land use can build vibrancy, investment, economic activity, and accommodate growth

Next Steps:

- Online open house and survey open through May 31<sup>st</sup>
- Fall 2022 Corridor Action Plan

▣ Osterberg answered questions.

Vazquez asked how do we affect an agreement between the jurisdictions that have the most to gain? How are we going to get there, because getting the funding right and having a shared understanding and vision for how much we want to invest and what we want to change will help secure grants or pursue the opportunity to create a funding district.

Osterberg replied that's the idea of where we end up coming out of this project. Laying that foundation for how all of the partners to move forward to put all those pieces of funding together. They want to get through looking at all alternatives and want to get feedback from these presentations with policymakers and the public about what they would like to see moving forward. Then working with staff and policymakers to hone in on the things to put into an agreement.

Belk applauds some of the alternatives around which developments can be emphasized and encouraged and incentivized and get these nice community assets centered around transit stops that service that corridor. Is it worth acknowledging or to what extent can

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jurisdictions find opportunistic nodes? He likes how the four nodes along the corridor have been identified as it stands now – those make sense in the current land use patterns. But to the extent Intercity Transit continues to invest in The One or if that evolves into BRT type service or BRT light, and we put more emphasis on these station locations based on what we see with The One and how far would we expect people to walk to this enhanced service that we'll end up with more than four high quality transit stops for that corridor bus option.

We'll have nodes potentially to encourage more intense smarter development but recognize that in zoning there's opportunities to have polices that within 800 feet of existing high frequency transit stops that we can allow more density or a different type of development if the market were there to introduce new nodes as they would organically develop.

Belk said having rented and experienced the housing market over the last year, it's important to seize every opportunity to increase housing in this community. It's evident the market is ill equipped to provide enough housing at a rate that provides for everyone who needs it which is everyone. We need to incentivize everything we can in these nodes, but also seize every opportunity that exists in between the nodes especially where we've invested in a transit stop. This corridor is ripe for development, and there are a lot of great existing businesses and fantastic services provided along the corridor, but there's a lot of room for more of everything – housing, mixed-use and commercial development. In his opinion everything under the sun that can be done to increase housing should be incentivized. We can't afford to get behind on housing. He liked the slide showing the pros and cons of different levels of investment regarding transportation because it's important to acknowledge that with transportation alternatives there's a trade-off to be had between a business access transit lane or not providing that more exclusive bus lane usage. Given it's the public right of way, and the public consists of people, it would be worth emphasizing that the opportunity for maximizing people movement in the corridor under that type of option versus if you don't allocate space for high frequency transit.

Belk asked can we still provide density opportunistic nodes around transit locations that don't happen to be in some kind of centerpiece node.

► Osterberg said they picked some nodes for the purposes of doing the analysis. We picked the ones that we thought would make sense, but also create a little bit of variety. If the partners feel coming out of this project that we would want to get an approach if that's the outcome we get when we want to take an approach, what does that really look like? What are those actual boundaries? What are the specifics of where they occur, and how they get created? It looks different than what we draw a map. It's to give an idea of what might be possible on Martin Way. The conversation is about how to move people most effectively, and that might mean providing a bigger emphasis on how we move people through transit, including bus rapid transit, as opposed to how the corridor was originally designed which was how fast can we move cars.

Vazquez said along the same lines of what Belk said about housing affordability, are there things that jurisdictions can do to make it more likely that developers would be interested in building pedestal multi-family residential units versus some of the less dense options where there are only one or two stories with a lot of on-surface parking, which is not very dense, and very expensive in terms of land use.

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Osterberg replied there are things that jurisdictions can think about. One thing that comes up are parking requirements. Looking at Martin Way, there's a lot of parking and those parking lots are put right up front along the street. Parking is expensive for developers – they need to set aside a lot of space that would otherwise be used for something that would be bringing in income. Emphasizing the requirements for parking is one thing that our consultant said would help things pencil out. Another thing is to reduce the cost of the land, but another thing that helped war zones, the multi-family tax exemption, that's another tool that helps all those little pieces. Often there's a lot of stormwater and frontage requirements that might be done to redevelop a site. Coming to some kind of agreement with the city or the county on a development that would do things that we might want to see and help offset those costs instead of having private developers carry all of it might be something that would be enticing.

Vazquez asked if parking requirements either didn't exist or were much diminished, would developers cease building multi-family residential use developments with parking?

Osterberg replied it's not just that we can take away the requirements. As a community we drive to get places. When we talk to people on the corridor about why they live or located their business on Martin Way, it's because it's easy to get there by car. That's the way it was set up to be, but as we continue to grow as a region, what we know is that relying entirely on expecting every person to get to every location by driving themselves in a vehicle creates inefficiency and uses up a lot of our most valuable land that we could be using for housing or economic development, and its tradeoff we're making. She doesn't think we can just change the regulations because developers want to offer a product that people are going to want, people are used to there being parking. It's a broader change than just a regulatory one.

Belk added to the parking requirements waiver and referred to living in an apartment in Portland that didn't require parking. Portland didn't waive parking for any and all development and nor can we, but certainly we can craft a policy around transit and around transportation alternatives. In Portland, if the apartment building was within a certain distance of a high frequency transit stop then there would be an opportunity to waive parking requirements. By not having to provide the space, parking is costly to provide for, that, reduces the development costs and helps it pencil out. Belk said there's a balance to be had to incentivize less parking spaces in it helps lower development costs, and we're not allocating as much space to the cars, which is costly, and it can fit in certain context if people have other good options they may not find that they need cars that often. There should be room in the conversation with a blanket policy there's still opportunities for injecting that kind of incentive.

Gilman said Olympia made a pledge to have a 60% carbon reduction by 2030 and to be net 0 by 2040. So even the mighty options in this scenario are not a transformation and there's still improvements on an auto dependent retail corridor and auto dependent housing. Gilman's not sure how this will be reconciled but hopes there'll be room in the conversation to consider more transformational options, so the Sustainable Thurston and regional climate and regional housing conversations are reflected in these development decisions.

**B. Adopt the 2023-2026 TIP.** Eric Phillips presented the final 2023-2026 Transportation Improvement Program, that includes the listing of all the capital projects that IT anticipates

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will receive some share of federal funding over the next four years. This year's program is typical to our policies and included a public hearing at the April 20, 2022, Authority meeting. No additional public comments were received. This year's list of projects includes the typical list of projects that we brought forward in the past.

There was one update to the list of projects to the northeast Lacey operational project added this year. The cost estimates of that project were updated as it moves forward, and has a significant amount of traffic control, which when we ran the numbers, staff bumped that up to make sure to be in the right ballpark for any future ask on that project.

**It was M/S/A by Citizen Representative Melnick and Commissioner Mejia to adopt the 2023-2026 Transportation Improvement Program for projects with anticipated Federal funding.**

- C. LTC Roof and Gutter Upgrades Contract Award.** Procurement Coordinator, Tammy Ferris, requested authorization to execute a contract with Washington State Department of Enterprise Services for roof and gutter upgrades on the Lacey Transit Center shelter stations.

The original design of the gutter system for the three (3) shelter stations at the LTC is significantly undersized and shows evidence of corrosion and leaking. Earlier this year, staff engaged MSGS Architects from the DES On-call A&E contract to design a new roof and gutter system with adequate capacity for our regional rainfall.

MSGS finalized the design and construction documents in mid-April. DES advertised for Request for Bids on April 19, 2022, for the construction and improvements on the shelters of the LTC property. DES received one (1) bid by the submittal deadline of 3:00 p.m., on May 12<sup>th</sup>. The bid submitted by Emtech, LLC in the amount of \$179,470 was determined to be a responsive and responsible bid. Our analysis indicates that Emtech, LLC is a reputable and competent contractor.

Accordingly, staff recommends granting approval authority to the General Manager authorizing DES to move forward with the award and administration of the LTC Roof and Gutter Upgrades project in the amount of \$179,470, which includes 10% in contingency.

**It was M/S/A by Councilmember Vazquez and Citizen Representative Belk to authorize the General Manager to approve funding in the amount of \$179,470.00 to have DES enter into a contract for roof and gutter upgrades on the Lacey Transit Center shelter stations with Emtech, LLC.**

- D. Transit Center Security Services Contract.** Procurement Coordinator, Katie Cunningham, requested the approval of a new 18-month contract to PalAmerican Security, Inc. for Transit Center Security services.

Intercity Transit has traditionally retained contracted security services to provide additional support to the public at our major facilities. Historically, these services have been increased or decreased based on staffing needs and Intercity Transit's need for supplemental support. Our current Transit Center Security Services contract was originally executed in June 2019, and the current term is due to expire on June 30, 2022. Since 2019, the need to provide

## Intercity Transit Authority Regular Meeting

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heightened protection and safety at our property has increased substantially and now includes around the clock coverage of the Pattison campus and leased parking lots. Such an increase in scope, coverage and overall contract value has prompted a rebid consistent with best procurement practices.

Intercity Transit released a Request for Proposals (RFP) for Transit Center Security Services on March 2, 2022. The RFP specified daily unarmed security services at the Olympia Transit Center, Lacey Transit Center, and Pattison Street Facility. The proposed contract as presented will provide for approximately 2,720 hours of security services each month. The Olympia Transit Center will be staffed with two (2) security guards 24 hours per day, the Pattison Street Facility will be staffed with one (1) security guard 24 hours per day, and the Lacey Transit Center will be staffed with one (1) security guard 16 hours per day on weekdays and 15 hours per day on weekends.

A total of nine (9) proposals were received by the submittal deadline of March 24, 2022. Proposals were evaluated by the Fleet and Facilities Maintenance Director, Facilities Manager, Fixed Route Manager, an Operations Supervisor, Customer Service Supervisor, and procurement staff in accordance with criteria established in the RFP. Based on the evaluation of non-cost proposal factors, cost proposal factors, and proposer interviews, Intercity Transit determined that PalAmerican is the responsible proposer who best meets all RFP requirements and is the most advantageous to Transit to perform Transit Center Security Services.

Proposal and interview information indicates that PalAmerican is a sound firm and that its employees receive a fair living wage and benefits. The firm provides services to multiple public transit and other high-traffic, public entities including TransLink, Phoenix Transit, and Premera Blue Cross. Staff believes PalAmerican will provide professional and valuable security services at Intercity Transit Facilities at reasonable rates and recommends approval of the contract award. To better ensure success, staff is also recommending an 18-month initial contract term to provide PalAmerican adequate time to get acclimated and Transit sufficient time to assess their performance prior to contract extension.

**It was M/S/A by Commissioner Mejia and Citizen Representative Belk to authorize the General Manager to execute an 18-month contract, with four one-year renewal options, with PalAmerican to provide Transit Center Security Services in the amount of \$1,530,000.00**

### COMMITTEE REPORTS

- A. **Thurston Regional Planning Council met May 6, 2022.** Sullivan said the Council received an overview of the 2022 update to the Federal Transit Safety Performance Measure Targets. TRPC is required to adopt the transit safety performance targets as the Metropolitan Planning Organization for Thurston County. The Council will be asked to adopt the updates at the June 3 meeting. The full presentation can be found here: [https://www.trpc.org/DocumentCenter/View/11030/A6\\_Federal-Transit-Safety-Performance-Measures](https://www.trpc.org/DocumentCenter/View/11030/A6_Federal-Transit-Safety-Performance-Measures)

Deputy Director Veena Tabbutt reviewed the draft TRPC Outreach Compensation Policy and Procedures and asked for Council feedback. The purpose of the Outreach

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Compensation Policy and Procedures is to establish policy and procedures for compensating committee and board members, and individuals participating in outreach activities. The intent is to increase participation in outreach activities and select committees. The full presentation can be found here:

[https://www.trpc.org/DocumentCenter/View/11031/A7\\_Outreach-and-Compensation](https://www.trpc.org/DocumentCenter/View/11031/A7_Outreach-and-Compensation)

Veena Tabbutt provided an overview of the Call for Projects Update: Set Asides, Funding Caps, and Public Process. The reason for the update is to:

- Provide a more direct tie to performance goals and targets.
- Provide a competitive process with clear and transparent project eligibility and evaluation criteria.
- Continue to position the region to meet obligation targets and be eligible for redistributed funding.

Staff will continue to work with the Technical Advisory Committee on refining criteria before this topic is brought back to the Council. The full presentation can be found here: [https://www.trpc.org/DocumentCenter/View/11032/A8\\_Call-for-Projects-Funding-Caps-2022](https://www.trpc.org/DocumentCenter/View/11032/A8_Call-for-Projects-Funding-Caps-2022)

Amy Hatch-Winecka, WRIA 13 Salmon Habitat Recovery Lead Entity Coordinator, provided an update on salmon habitat recovery activities in South Puget Sound. The goal is to restore salmon in the WRIA 13 Deschutes Lead Entity. The full presentation can be found here: <https://www.trpc.org/DocumentCenter/View/11029/WRIA-13-Lead-Entity-Presentation-5-2-2022-TRPC>

Council received additional information on the Martin Way Corridor Study. The Martin Way Corridor Study is a joint planning effort between TRPC, Thurston County, the City of Olympia, the City of Lacey, and Intercity Transit. And Councilmember Wheatley provided an update on the Puget Sound Regional Council Growth Management Policy Board meeting. <https://www.trpc.org/DocumentCenter/View/11046/Growth-Management-Board-Update>

- B. Transportation Policy Board met May 11, 2022.** Melnick said Marc Daly presented the organizational change as a new position forthcoming for TRPC to get input and two of the most longstanding senior employees at TRPC are leaving the organization – Veena Tabbutt is leaving in September; and Karen Parkhurst is leaving early next year. Melnick feels a lot of institutional knowledge that has accumulated over the years will leave with these two women as they leave the organization.

Chair Ryder discussed the Federal Infrastructure Package, noting this is a rare opportunity to fund regional transformational projects and programs. He proposed identifying additional staff resources to track funding opportunities; review jurisdictional and regional projects and needs; and package compelling transformational applications.

Marc Daily discussed options to support member organizations in coordinating and developing regional applications for federal grant opportunities due to the Bipartisan Infrastructure Bill (BIL).

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The two options presented were:

- Hire a part time project Senior Planner at TRPC; or
- Hire a consultant to perform the coordination and grant application support scope of work.

TPB recommends that TRPC use the \$100k of contingency funds identified in the Unified Planning Work Program (UPWP) to hire a temporary staff person. Council will discuss TPB's recommendation at their June 3rd meeting.

Senior Planner Katrina Van Every provided an update on the High-Capacity Transportation Study, which will create a roadmap to move toward future high-capacity transportation options. In addition to the High-Capacity Transportation Study effort, TRPC received \$250,000 in the state Supplemental Transportation budget to conduct a study to look at options for multimodal high-capacity transportation to serve travelers on the I-5 corridor between Thurston and Pierce Counties. The full presentation can be found here:

[https://www.trpc.org/DocumentCenter/View/11071/A8\\_High-Capacity-Transportation](https://www.trpc.org/DocumentCenter/View/11071/A8_High-Capacity-Transportation)

Melnick noted the technical advisory committee, a consultant and staff are meeting to discuss the future of this study. Melnick said there aren't any meeting notes and recommended there be some way to capture detailed notes or something in writing about what the group is working on.

Veena Tabbutt provided an overview of the Call for Projects Update: Set Asides, Funding Caps, and Public Process. Melnick said TRPC has done a superb job over the past year and a half coming up with a more objective analysis of what the various needs are. Individual stakeholders submit applications and then TRPC runs them through this process. It is a much more thorough process. Melnick heard rumblings that some of the stakeholders don't like the outcome because they're funding went down, and others went up.

### **GENERAL MANAGER'S REPORT**

The Pattison Street North Parcel Construction Project continues to go well, as does the design work for the remainder of the project, referred to as the South Parcel. There is a lot of activity, and IT has a great team comprised of Intercity Transit staff, Forma, Stantec and DES. Another tour of the facility is planned sometime in June.

Freeman-Manzanares thanked the TRPC staff (Allison Osterberg, Aiden Dixon, Katrina Van Every and Karen Parkhurst) for presenting and being present at both the CAC and ITA meetings to share important information about the Martin Way Corridor study. We encourage everyone to take part in the survey.

A new class of Operators begin training June 6, 2022.

Freeman-Manzanares gave a shout-out to Authority member, Councilmember Brian Hess from Yelm. He has been chatting with folks associated with JBLM who are preparing to transition to civilian life and staying in the area, and recommending they get their CDL from Troops into Transportation and apply to Intercity Transit to be a bus driver. This is very much appreciated as we need additional staff to be able to support service on the street, and it's imperative that we recruit additional individuals so IT can fulfill the promises made in Proposition 1 and fulfill

## **Intercity Transit Authority Regular Meeting**

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the Authority-approved Strategic Plan. It is incredibly frustrating and disappointing to have the funding to deliver more service but simply do not have enough people to deliver that service.

The State Audit process has begun, and we thank Chair Gilman for taking care of the entry audit conversation. Suzanne Coit, Chief Financial Officer, is retiring in July and she requested we get on the state audit schedule as quickly as possible so we could complete our audit before she leaves. The Olympia office typically does our audit, but had no availability, however, the audits are being done remotely, and Coit asked if it was possible to look for a team in another part of the state to get this done as quickly as possible. Freeman-Manzanares recognized Coit for her many years of outstanding service to Intercity Transit and the community as well as her "above and beyond" actions ensuring she leaves Intercity Transit well as she moved into retirement.

Staff will start the Resolution process in June to comply with new state funding requirements for individuals 18 and under to ride public transportation for free. Intercity Transit has a resolution for zero fare on bus and paratransit service, however, do not currently have such a policy for vanpool, and without that, IT is not eligible for state funding. Currently, we do not have vanpool riders who are 18 and under.

Within the next month staff will reach out to the CAC and the Authority for feedback about IT's "going digital" campaign. IT stopped printing bus schedule books during COVID because bus schedules were changing quickly and IT continues to experience change, and is approaching another change trigger point, which is the construction season. Going digital will allow IT to be more nimble informing customers of schedule changes and be more environmentally friendly. Since December 2021, staff has been talking to passengers about going digital effective September 2022. This will allow us and the community to take advantage of the investment in our website, GovDelivery and the new CAD/AVL system, which is in the final installation process. There is a new app that comes along with the technology improvements of the new system, which is far more accurate than what we are utilizing today. Intercity Transit does not intend to leave anyone behind, and staff has been working with individuals who might have difficulty accessing the information and has been training with social service agencies and schools.

The website allows for printing the schedule(s) one might need, rather than requiring everyone take the entire booklet, and we are printing schedules for those who still need them. We are looking at videos to teach individuals how to utilize the system and utilize focus groups to test. We are looking forward to getting feedback and ensuring our staff and customers gain the benefits of the investments we are making.

We recognized Dan Savage this evening for taking second place in the National CTAA Roadeo competition in Louisville Kentucky. The Roadeo is meant to test all the skills a driver possesses and enhances our focus on safety.

It's worth mentioning the depth of talent within Intercity Transit. In 2019, in addition to Savage taking first in BOC, Operators David Randall took 2<sup>nd</sup> place in the 35' coach category, Rob Wood took 1<sup>st</sup> in 40' coach, and our Maintenance Team (Joe Bell, Grant Swidecki and James Bush) took 1<sup>st</sup> place. Because of all this success, Intercity Transit was awarded the Grand Champion designation for the fifth year in a row. At the last APTA International competition



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held in 2019, our Maintenance Team took 13<sup>th</sup> in North America, and Rob Wood took the 40' coach competition, and won the title of the Best Driver in North America. IT's combined score earned second place for overall achievement in North America between two much larger systems: Oakland and Dallas.

Staff is in the process of applying for the APTA Outstanding Public Transportation System Award showcasing all that has been accomplished over the last three years. APTA will announce the award at their Fall conference being held in Seattle.

On Monday, May 16, 2022, we were notified by Congresswoman Strickland's office that IT's Zero Fare Bus Stop Access Improvements grant application was selected as part of the fifteen submissions for the FY 2023 Community Project Funding (CPF) request. Those applications will go before the House Appropriations Committee, and we expect to hear something anytime between three and nine months.

### **AUTHORITY ISSUES**

Melnick was impressed with the Martin Way Corridor Study presentation, and with Vazquez's observation, and for Belk's mention of the Portland area. Melnick said Portland is a much bigger area than we are, but it gets pretty good marks for regional management.

Melnick said he had to replace his ORCA card because the new ones are being bought out.

Gilman said he'll attend Bike to Work Day, Thursday, May 19. You can find him at the corner of Harrison and Division from 7 a.m. to 9 a.m. with OCR, coffee, Bread Peddler pastries, and some swag. Duncan Green wants to make sure people understand that in this hybrid environment, you can still ride your bike by between 7 and 9 a.m. and receive full credit.

Pierce gave a shout out to the Information Services Team and everybody who supports them because of their ability to take care of technical problems quickly. This is the kind of quality IT has all over the system that will help IT's chance to win the APTA Best Transit System award.

Pierce is looking forward to Intercity Transit's local Rodeo in July. She said the Rodeos are a lot of fun, and it's amazing to observe the maneuvers the Operators perform with a bus.

### **ADJOURNMENT**

**With no further business to come before the Authority, Chair Gilman adjourned the meeting at 7:46 p.m.**

**INTERCITY TRANSIT AUTHORITY**

**ATTEST**

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**Clark Gilman, Chair**

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**Pat Messmer  
Clerk to the Authority**

**Date Approved: June 15, 2022**

Prepared by Pat Messmer, Clerk of the Board/  
Executive Assistant, Intercity Transit

# SUMMARY OF PUBLIC COMMENTS

## Mask Mandate on Buses

(Comments received by May 18, 2022)

Date/From	Comment	How Received
<b>5/16/22</b> <b>Lucia Kamp</b>	<p>To whom it may concern,</p> <p>My name is Lucia Kamp and I am submitting a public comment in favor of returning the mask mandate on public transport. The bus is the only form of transportation for many people, and some people who rely on it are immunocompromised. With the roll back of mask mandates on transport the bus becomes no longer accessible for immunocompromised people. This puts people in the position of having to put their health at risk to get to work, the store or appointments. Masking is a communal responsibility and we should all be masking up for those most vulnerable in our communities. This is especially true for buses which are a necessity for people.</p> <p>Thank you, Lucia Kamp</p>	<b>Email</b> <a href="mailto:luciakamp@gmail.com">luciakamp@gmail.com</a>
<b>Georgia Aust</b> <b>5/16/22</b>	<p>I am writing in support of reinstating the mask mandate on Intercity Transit buses. Universal mask use not only helps stop the spread of COVID and protects public health, it also makes the buses more accessible to disabled people, who cannot risk riding with unmasked passengers.</p> <p>I know we're all tired of the ongoing pandemic and long for a "return to normalcy" but the truth is that the COVID 19 pandemic rages on. While those of us who are vaccinated feel like we can breathe easier, disabled community members who cannot get vaccinated are living with an even greater threat than before as mask use declines. Let's all do our part to make public spaces safe for everyone and show our disabled neighbors that they are not forgotten.</p> <p>Sincerely, Georgia Aust</p>	<b>Email</b> <a href="mailto:georgia.aust@protonmail.com">georgia.aust@protonmail.com</a>

<b>KC Illustration 5/17/22</b>	<p>Hello,</p> <p>I'm an immuno-compromised person. I have been afraid to take public transit since masks haven't been required. The purpose of masks is to protect people, like myself, but also they protect everyone.</p> <p>Authorities should never say "no one has to wear masks anymore" during a pandemic much like authorities would never say "no one has to stop at stop signs anymore." We don't just stop at stop signs to keep ourselves alive, we do it for others. These measures keeps us all safe and secure as we get around. It feels like everyone has forgotten that this is also what masks do.</p> <p>If some people ignored red lights because it was more convenient, we'd all be in trouble. People would constantly get hurt. Employees would suddenly disappear. The hospitals would be fuller, resources stretched thin. The harm would be very obvious. The harm experienced by unmasking too soon is not as obvious to the individual, or made known to the public, but can be just as detrimental to our public health infrastructure, our workforce, ultimately, to everyone. Starting with immuno compromised people like me.</p> <p>I see unmasked people as reckless drivers who say things like "I'm healthy, I have insurance, this is my right" I feel in constant danger, lacking resources and support from my city. I feel invisiblized. The virus continues on and on and we continue to crash into eachother spreading the infection and elongating the pandemic with no end in sight and a very large body count.</p> <p>No one is happy about the pandemic. There are a lot of additional things I could personally use to make my life easier, but ultimately, unmasking in public places is unjustly taking something away from me.</p>	<b>Email</b> <a href="mailto:illustrationactivism@gmail.com">illustrationactivism@gmail.com</a>

	<p>I feel like our city is constantly overlooking people who experience harm or hardship with the implied suggestion that it's peoples personal responsibility to live well. There has been a narrative of "you've brought your circumstances on yourself." I see it with homelessness and mental health crises the most. it's cruel and it's wrong. During the pandemic that line of thinking has leaked into our systems, our laws, our enforcement (or lack there of) and even into our transit. Its so scary to suggest the harm that befalls me when you take away basic safety measures is my own fault, or my responsibility. I know it's a bigger narrative than just our city, or transit system, it's work we have to undo societally. The point is the same; It's all out of my hands and the quality of my life is deteriorating because of it.</p> <p>Please help curb the wrecklessnes of this pandemic. We have to be in groups sometimes and we need basic measures of safety to do it well. Please require masks on the bus.</p> <p>Thank you for reading, it means a lot.</p> <p>Kidd C Author and illustrator in Olympia, Wa on nisqually squaxin land</p>	
<p><b>Devon D</b> 5/17/22</p>	<p>Please bring back masks required on busses! Thank you, Devon D. - concerned bus rider</p>	<p><b>Email</b> <a href="mailto:devonimation@gmail.com">devonimation@gmail.com</a></p>
<p><b>Mi Di</b> 5/17/22</p>	<p>I'm writing in to voice my support for instituting a mask mandate on Intercity Transit busses. Requiring masks for all on the bus helps keep vulnerable people safe from being un-consentingly exposed to COVID. A mask is not only a personal protection device, it also helps protect those around you from inhaling viral particles that you may be exhaling. Because it can be difficult to know exactly when you are contagious with COVID, requiring masks for all prevents folks from spreading the virus unknowingly. In addition, many</p>	<p><b>Email</b> <a href="mailto:collectiveliberationmagic@gmail.com">collectiveliberationmagic@gmail.com</a></p>

	<p>people have no other means of transit other than the bus, especially in our area since it can be quite spread out. We should not be punishing people who have no other options but to travel in public by increasing their risk of being exposed to COVID. Requiring masks for all riders increases safety and helps support the general wellbeing and health of our community. It is a smart move that is good for workers, riders and non riders alike.</p> <p>Thank you for your time.</p>	
<p>?? 5/17/22</p>	<p>Please reinstate the mask mandate on public transit for the health of disabled people, the elderly and the general public.</p>	<p>Email <a href="mailto:relicriot@gmail.com">relicriot@gmail.com</a></p>
<p>5/17/22 Amber Kennedy</p>	<p>Hello,</p> <p>I'm writing to voice my concerns about Intercity Transit lifting the requirement to be masked while riding the bus.</p> <p>In my opinion, it was a premature decision that has put many people at risk. While a wide variety of people ride the bus, many people who do are disadvantaged or vulnerable to infection. For those people, riding the bus may be their only form of transportation. This means a person who may have a weakened immune system and limited access to healthcare is forced to be in close proximity to an infected and unmasked individual just to go grocery shopping or to go to a doctor's appointment.</p> <p>Personally, the bus is my main form of transportation. While I am relatively healthy, I do not want to be near any unmasked people, especially on a bus where it is impossible to maintain distance. I have had to limit my bus trips since the lifting of the mandate in order to feel safe. With the unpredictability of covid's severity, I cannot afford to get sick and miss work for an unforeseeable amount of time. More importantly, I do not want to risk spreading the virus to other people. I am wholeheartedly opposed to passing on a sickness that can cause death or disability.</p>	<p>Email <a href="mailto:amberellkay@gmail.com">amberellkay@gmail.com</a></p>

	<p>Please reinstate the mask mandate for Intercity Transit. Covid cases are on the rise. While many things contribute to the uptick in cases, such as mass gatherings like ArtsWalk and people socializing more in general, I can't help but make a correlation between the increase and the lifting of the mandate. Since the mandate was lifted, I have seen crowded buses with unmasked people, some of who were clearly sick and coughing without covering their mouths.</p> <p>I think we have proved that leaving it up to the individual is NOT working. It's not about doing what's best for "you," it's about doing what's best for "us." We need mask mandates to keep each other safe.</p> <p>Thank you, Amber Kennedy</p>	
<p>5/17/22 Noah Goldman</p>	<p>Hello:</p> <p>I am an immuno-compromised resident in Olympia who has relied on Intercity Transit for years for traveling to achieve my basic needs. However, with the removal of the mask mandate, it has made the buses unusable for me. Scientists at the <a href="#">Laboratory for Fluid Physics, Pattern Formation and Biocomplexity</a> found that one-way masking reduces the efficacy of protection for the said mask wearer by a significant amount. <a href="#">With new variants floating around that greatly evade vaccination</a> and are as infectious as measles, it is only a great injustice that transit does not require masking. I now have to rely on other means of transportation because Intercity Transit buses are now inaccessible and unsafe for disabled people due to a lack of mandatory masking. Please bring back the mask mandate so that disabled people can use the buses again without having to risk death.</p> <p>Thank you.</p>	<p>Email <a href="mailto:noahbgoldman@gmail.com">noahbgoldman@gmail.com</a></p>

<p>5/18/22 Alice Rosewater</p>	<p>Here is my comment for the Intercity Transit Authority meeting today:</p> <p>“I moved to Olympia in 2014 and since then, Intercity Transit has been my primary mode of transportation. I rely on Intercity Transit every day, and have wholeheartedly supported every measure to increase funding to IT because I believe in free, <i>accessible</i> public transportation. I have never, ever been disappointed by Intercity Transit until last month, when a Trump-appointed federal judge struck down the federal mask mandate for public transportation, and IT fell in line with that flimsy ruling, abandoning its obligations to public health and accessibility, and almost literally throwing disabled and immunocompromised passengers under the bus. I work a customer service job where I spend eight long hours each work day facing the public. When the general mask mandate was lifted by Inslee, my job got significantly more dangerous, but at least I could breathe a sigh of relief on my long commute to work (from Northwest Oly to south Tumwater). I can’t do that anymore. Instead, I feel trapped, and I have to hope and pray that the person coughing right behind my head on a full bus complaining about a scratchy throat isn’t going to give me a virus capable of causing long-term disability and brain damage – a virus which has killed over a million people in this country <i>so far</i>, and which is still raging in our communities. That’s why Intercity Transit needs to correct course immediately and resume requiring masking. You’ve been the vanguard of public transportation before with your fare-free policy – I know you can do it again here. And to the drivers who have continued masking – thank you, from the bottom of my heart – you deserve better protections and more power at your workplace. The safer drivers are, the safer the public is, and vice versa.”</p> <p>Sincerely,</p> <p>Alice Rosewater she/they pronouns</p>	<p>Email <a href="mailto:alicerosewater@outlook.com">alicerosewater@outlook.com</a></p>

**MINUTES**  
**INTERJURISDICTIONAL COMPOSITION REVIEW CONFERENCE**  
**INTERCITY TRANSIT**  
**Held Remotely**  
**May 18, 2022**

**CALL TO ORDER**

Intercity Transit's General Manager, Ann Freeman-Manzanares, called the May 18, 2022, Interjurisdictional Composition Review Conference to order at 4:32 p.m. This meeting was held remotely.

**Members Present:** Thurston County Commissioner Carolina Mejia; City of Lacey Councilmember Robin Vazquez; City of Tumwater Mayor Debbie Sullivan; and City of Olympia Mayor Pro-Tem Clark Gilman.

**Members Absent:** City of Yelm Councilmember Brian Hess.

**Others Present:** Ann Freeman-Manzanares, Intercity Transit's General Manager; Pat Messmer, Intercity Transit's Executive Assistant/Clerk of the Board; Board Members Don Melnick, Sue Pierce, Justin Belk, Paul Tischer and Elizabeth Safsten from WSDOT.

**INTRODUCTIONS**

All present provided self-introductions.

**SELECTION OF CHAIR AND RECORDING SECRETARY**

**It was M/S/A by Mayor Sullivan and Councilmember Vazquez to nominate Clark Gilman as Chair for the Interjurisdictional Composition Review Conference.**

**Chair Gilman designated Pat Messmer as Recording Secretary.**

**BACKGROUND REPORTS**

Freeman-Manzanares reviewed the purpose of the conference, which is required every four years, per RCW 36.57A.055. The purpose of the conference is to provide a periodic review of the composition of Intercity Transit's governing body.

Freeman-Manzanares explained the current composition of Intercity Transit is comprised of one Thurston County Commissioner; one elected official from each of the cities of Olympia, Lacey, Tumwater, and Yelm; three appointed Citizen



**Interjurisdictional Conference**

**May 18, 2022**

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Representatives; and one non-voting Labor Representative. Per RCW 36.57A.050, the governing body of a single county public transportation benefit area such as Intercity Transit cannot be greater than nine voting members.

Freeman-Manzanares provided a historical background of the Composition Review.

Councilmember Vazquez asked why the smaller jurisdictions in Thurston County no longer have a representative on the Intercity Transit Authority Board. Freeman-Manzanares responded because they are no longer part of the Public Transportation Benefit Area (PTBA). When Intercity Transit lost 42% of its funding, the agency went out for a vote of that PTBA which included the south county, and that was not approved. At that time, IT went to the County Commissioners and asked to restructure the PTBA. The ITA went back out for a vote, and it was successful.

**DETERMINATION OF AUTHORITY COMPOSITION**

**It was M/S/A by Mayor Sullivan and Councilmember Vazquez to retain the current Intercity Transit Governing Board composition of:**

Thurston County Commissioner	(1)	City of Yelm Councilmember	(1)
City of Lacey Councilmember	(1)	Citizen Representatives	(3)
City of Tumwater Councilmember	(1)	Labor Representative	(1)
City of Olympia Councilmember	(1)		
<i>Total Governing Body Members</i>	<i>(9)</i>		

**ADJOURNMENT**

With no further business to come before the Interjurisdictional Conference members, Chair Gilman adjourned the meeting at 4:44 p.m.

**Intercity Transit Governing Board**

**ATTEST**

\_\_\_\_\_  
**Clark Gilman, Chair**

\_\_\_\_\_  
**Pat Messmer,  
Recording Secretary**

**Date Approved: June 15, 2022**

Prepared by Pat Messmer, Clerk of the Board/  
Executive Assistant, Intercity Transit

PERIOD DATES: 4/24/2022 - 5/7/2022				PAYDATE 5/13/2022		PERIOD DATES: 5/8/2022 - 5/21/2022				PAYDATE 5/27/2022	
CODES		PAY PERIOD CHECK NO.	1ST CHECK AMOUNT	1ST TRANSFER AMOUNT		CODES		PAY PERIOD CHECK NO.	2ND CHECK AMOUNT	2ND TRANSFER AMOUNT	
IRS	FIT	EFT	95,628.31		IRS	FIT	EFT		101,520.22		
	MT	EFT	30,923.84	126,562.16		MT	EFT		32,011.46	133,531.68	
				0.00						0.00	
INS	A2	Met Life	0.00		INS	A2	Met Life		12,630.48		
	AS	Allstate LTC	0.00			AS	Allstate LTC		7,141.14		
HEALTH	D3/DI	Disability Ins	4,321.41	0.00	HEALTH	D3/DI	Disability Ins		4,278.99	0.00	
	HE/HS/SP/TB	Health In1stN2ND	217,579.50	0.00		HE/HS/SP/TB	Health In1stN2ND		215,876.50	0.00	
GARNISHMENT	GN	Garnish	CHECK last	427.81	GARNISHMENT	GN	Garnish	CHECK last	427.81		
CHILD SUPPORT	CS	DSHS	EFT	2,061.35	0.00	CHILD SUPPORT	CS	Child Support	EFT	2,061.35	2,061.35
				0.00						0.00	
DIRECT DEPOSIT	D1	D.Dep. #1	ACH WIRE every	10,915.00	10,915.00	DIRECT DEPOSIT	D1	D.Dep. #1	ACH WIRE every	10,060.00	10,060.00
DIRECT DEPOSIT	D2	D.Dep. #2 & #3	ACH WIRE every	9,207.11	9,207.11	DIRECT DEPOSIT	D2	D.Dep. #2 & #3	ACH WIRE every	9,282.11	9,282.11
NEW YORK TAX	NT	New York Taxes		147.26	NEW YORK TAX	NT	New York Taxes		147.26		
NY PFML&D	NY	New York PFML&D EE + ER		18.43	NY PFML&D	NY	New York PFML&D EE + ER		18.43		
HEALTH SAVING	HS	Health Svgs	ACH Wire every	192.59	192.59	HEALTH SAVING	HS	Health Svgs	ACH Wire every	192.59	192.59
401K	DC	Vgrd EE	Wire	60,057.85		401K	DC	Vgrd EE	Wire	61,125.60	
VANGUARD	DC	Vgrd ER	Wire	43,076.09	103,133.94	VANGUARD	DC	Vgrd ER	Wire	43,922.17	105,047.77
LOAN	L2	401k Ln#2	Wire	3,034.75		LOAN	L2	401k Ln#2	Wire	3,070.19	
LOAN	LN	401k Ln #1	Wire	5,772.37	8,807.12	LOAN	LN	401k Ln #1	Wire	6,101.64	9,171.83
	TTL VNGRD			111,941.06			TTL VNGRD		114,219.60		
LABOR INS	LI&LA	L&I	EFT Quarterly	28,582.69		LABOR INS	LI&LA	L&I -LA +LI +ER	EFT Quarterly	28,484.64	
ESD	CF&CL	WPFML	EFT Quarterly	6,543.57		ESD	CF&CL	WPFML	EFT Quarterly	6,777.07	
MACHINISTS	MD/M2	Mch.UnDues	Check last	1,588.00		MACHINISTS	MD	Mch.UnDues- 164 PEREE	Check last	1,627.00	
UNION DUES	MI	Mac.Intlton	Check last	96.25		UNION DUES	MI	Mac.Intlton	Check last	96.25	
	MS	Payroll Corr check		0.00			MS	Payroll Corr check		0.00	
	TF	Tx.Fr.Benefit	Employer	1,695.00	0.00		TF	Tx.Fr.Benefit	Employer	1,710.00	0.00
PROJECT ASSIST	PA	Proj.Asslst	Check last	341.00		PROJECT ASSIST	PA	Proj.Asslst	Check last	337.00	
PENSION	PN/P3	PERS EE	EFT	66,693.76	0.00	PENSION	PN	PERS EE	EFT	67,859.91	0.00
STATE	PN/P3	PERS ER	EFT	106,745.14	173,438.90	STATE	PN	PERS ER	EFT	108,603.45	176,463.36
PERS	TTL PERS			173,438.90		PERS	TTL PERS		176,463.36		
ICMA LOAN	R3	ICMA Ln#2	WIRE	723.35	0.00	ICMA LOAN	R3	ICMA Ln#2	WIRE	723.35	0.00
ICMA	RC	ICMA EE	WIRE	5,825.95		ICMA	RC	ICMA EE	WIRE	6,034.47	
ICMA ROTH	RI	ICMA Roth	WIRE	400.00	400.00	ICMA ROTH	RI	ICMA Roth	WIRE	400.00	400.00
ICMA LON	RL	ICMA Ln#1	WIRE	657.79	1,381.14	ICMA LON	RL	ICMA Ln#1	WIRE	491.35	1,214.70
ICMA	RR	ICMA ER	WIRE	3,340.29	9,166.24	ICMA	RR	ICMA ER	WIRE	3,498.59	9,533.06
	TTL ICMA			10,547.38	10,947.38		TTL ICMA		10,747.76	11,147.76	
457 STATE	SD	457 ST EE	EFT	17,504.46		457 STATE	SD	457 ST EE	EFT	18,598.50	
DEFERRED	SR	457 ST ER	EFT	12,090.29	29,594.75	DEFERRED	SR	457 ST ER	EFT	11,946.30	30,544.80
AFLAC	ST&SS	AFLAC POST/PRE	EFT	5,975.79	5,975.79	AFLAC	ST&SS	ShTrmDisab-AFLAC	EFT	5,629.65	5,629.65
ATU	UC	Un COPE	Check 1st	116.00		ATU	UC	Un COPE	Check 1st	-	
UNION DUES	UA	Un Assess	Check last	0.00		UNION DUES	UA	Un Assess -2ND PP	Check last	1,344.00	
	UD	Un Dues	Check last	6,642.10			UD	Un Dues-BOTH PP	Check last	6,539.02	
	UI	Un Initlatn	Check last	60.00			UI	Un Initlatn- 100.00 PEREE	Check last	70.00	
	UT	Un Tax	Check last	3,263.40			UT	Un Tax IST PP	Check last	0.00	
UNITED WAY	UW	United Way	Check last	246.00		UNITED WAY	UW	United Way	Check last	246.00	
WELLNESS	WF	Wellness	Check last	305.50		WELLNESS	WF	Wellness	Check last	295.50	
DIRECT DEP.	NP	NET PAY (dir. Depos ACH Wire every		726,033.64	726,033.64	DIRECT DEP.	NP	ACH Wire every	731,151.60	731,151.60	
LIVE CHECKS		Paychecks		5,637.61		LIVE CHECKS		Paychecks - LIVE CHECKS		12,486.82	
		TOTAL TRANSFER (tie to Treasurer Notifications)			1,204,798.37			TOTAL TRANSFER (tie to Treasurer Notifications)		1,224,284.50	
		TOTAL PAYROLL*:		1,484,471.25				TOTAL PAYROLL*:		1,524,818.41	
GROSS WAGE		GROSS EARNINGS:		1,090,672.15		GROSS WAGE		GROSS EARNINGS:		1,129,619.48	
ER AMOUNT		EMPR MISC DED:		378,337.18		ER AMOUNT		EMPR MISC DED:		379,193.03	
MEDICARE TAX		EMPR MEDICARE TAX:		15,461.92		MEDICARE TAX		EMPR MEDICARE TAX:		16,005.90	
										0.00	
	PP10 Total				1,484,471.25		PP11 Total			1,524,818.41	
								Total Payroll for May 2022		3,009,289.66	
DIRECT DEP.	ACH WIRE TOTAL			746,348.34		DIRECT DEP.	ACH WIRE TOTAL		750,686.30		

\$0.00

\$0.00

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/24/2022

Thru Date: 5/24/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34778	5/24/2022	01405	ADVANCE GLASS INC.	\$956.13	
34779	5/24/2022	01567	CANON FINANCIAL SERVICES INC.	\$1,265.23	
34780	5/24/2022	01855	AMERICAN HERITAGE LIFE INSURANCE COM	\$7,141.14	
34781	5/24/2022	01885	A-L-S AMERICAN LANDSCAPE SERVICES LLC	\$213.17	
34782	5/24/2022	02380	ARAMARK UNIFORM & CAREER APPAREL GR	\$1,310.54	
34783	5/24/2022	02580	ASSOCIATED PETROLEUM PRODUCTS INC.	\$14,664.60	
34784	5/24/2022	03890	BRIDGESTONE AMERICAS INC	\$2,235.89	
34785	5/24/2022	06610	COMMERCIAL BRAKE & CLUTCH INC.	\$180.33	
34786	5/24/2022	06781	COMPUNET INC.	\$22,065.61	
34787	5/24/2022	07220	CUMMINS INC.	\$1,607.35	
34788	5/24/2022	09662	FERRELLGAS LP	\$2,925.46	
34789	5/24/2022	10607	GENUINE AUTO GLASS OF LACEY	\$1,577.55	
34790	5/24/2022	10660	GILLIG LLC	\$0.00	<input checked="" type="checkbox"/>
34791	5/24/2022	10660	GILLIG LLC	\$7,794.90	
34792	5/24/2022	12452	KAPLIN MELODIE	\$6,000.00	
34793	5/24/2022	12875	KPFF CONSULTING ENGINEERS INC	\$1,625.00	
34794	5/24/2022	13793	MARTIN WAY COLLISION INC.	\$2,356.40	
34795	5/24/2022	14750	MULLINAX FORD OF OLYMPIA LLC	\$192.51	
34796	5/24/2022	16701	PEAK INDUSTRIAL INC.	\$233.69	
34797	5/24/2022	16888	REXEL USA INC.	\$375.47	
34798	5/24/2022	16969	POINT GRAPHICS LLC	\$114.87	
34799	5/24/2022	17505	RAINIER DODGE INC.	\$398.31	
34800	5/24/2022	17900	SCHETKY NORTHWEST SALES INC.	\$1,919.38	
34801	5/24/2022	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$563.25	
34802	5/24/2022	18145	SIX ROBBLEES' INC.	\$1,049.61	
34803	5/24/2022	18530	STANDARD PARTS CORP.	\$1,738.07	
34804	5/24/2022	18705	SUNBELT RENTALS INC.	\$821.79	
34805	5/24/2022	21950	TITUS-WILL CHEVROLET	\$425.25	
34806	5/24/2022	22010	ROTTERS INC.	\$240.11	
34807	5/24/2022	24000	W. W. GRAINGER INC.	\$51.70	
34808	5/24/2022	25858	WESTCARE CLINIC LLC PS	\$0.00	<input checked="" type="checkbox"/>
34809	5/24/2022	25858	WESTCARE CLINIC LLC PS	\$0.00	<input checked="" type="checkbox"/>
34810	5/24/2022	25858	WESTCARE CLINIC LLC PS	\$3,060.00	
34811	5/24/2022	26225	WORKS IN PROGRESS	\$320.00	
34812	5/24/2022	26861	WESTERN GRAPHICS INC.	\$1,422.20	
<b>Total:</b>				<b>\$86,845.51</b>	

# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/18/2022

Thru Date: 5/18/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34722	5/18/2022	01298	ACCESS INFORMATION INTERMEDIATE HOLD	\$1,272.12	
34723	5/18/2022	01780	AMALGAMATED TRANSIT UNION 1765	\$116.00	
34724	5/18/2022	01885	A-L-S AMERICAN LANDSCAPE SERVICES LLC	\$4,138.60	
34725	5/18/2022	02060	AMERISAFE INC.	\$300.86	
34726	5/18/2022	02580	ASSOCIATED PETROLEUM PRODUCTS INC.	\$11,451.48	
34727	5/18/2022	03890	BRIDGESTONE AMERICAS INC	\$450.22	
34728	5/18/2022	05062	CADE KAREN	\$20.00	
34729	5/18/2022	07220	CUMMINS INC.	\$4,234.56	
34730	5/18/2022	08010	DM VENTURES PACIFIC LLC	\$4,400.00	
34731	5/18/2022	08607	EDNETICS INC	\$30,503.70	
34732	5/18/2022	09662	FERRELLGAS LP	\$4,444.52	
34733	5/18/2022	09961	FORMA CONSTRUCTION COMPANY	\$2,156,433.51	
34734	5/18/2022	10477	GALLS PARENT HOLDINGS LLC	\$0.00	<input checked="" type="checkbox"/>
34735	5/18/2022	10477	GALLS PARENT HOLDINGS LLC	\$0.00	<input checked="" type="checkbox"/>
34736	5/18/2022	10477	GALLS PARENT HOLDINGS LLC	\$3,946.32	
34737	5/18/2022	10660	GILLIG LLC	\$3,487.59	
34738	5/18/2022	11776	INTERCLEAN EQUIPMENT LLC	\$673,340.75	
34739	5/18/2022	11805	ITERIS INC	\$34,675.42	
34740	5/18/2022	11825	INTRACOMMUNICATION NETWORK SYSTEMS	\$800.81	
34741	5/18/2022	11892	J ROBERTSON AND COMPANY	\$1,925.00	
34742	5/18/2022	12488	KEITHLY BARBER ASSOCIATES INC.	\$8,737.01	
34743	5/18/2022	13485	LEMAY MOBILE SHREDDING	\$100.30	
34744	5/18/2022	13510	LES SCHWAB GROUP HOLDINGS LLC	\$24.57	
34745	5/18/2022	13886	MATERIALS TESTING & CONSULTING INC.	\$2,035.00	
34746	5/18/2022	14381	METROPOLITAN LIFE INSURANCE COMPANY	\$12,628.93	
34747	5/18/2022	14405	MICHAEL G. MALAIER TRUSTEE	\$392.31	
34748	5/18/2022	14750	MULLINAX FORD OF OLYMPIA LLC	\$314.80	
34749	5/18/2022	15045	NATIONAL TESTING NETWORK INC.	\$1,215.00	
34750	5/18/2022	15545	PROFESSIONAL BUSINESS SERVICES INC.	\$536.06	
34751	5/18/2022	16252	ONSPOT OF NORTH AMERICA INC.	\$151.42	
34752	5/18/2022	16490	HAROLD LEMAY ENTERPRISES	\$717.38	
34753	5/18/2022	16595	YACULTA COMPANIES INC.	\$22.34	
34754	5/18/2022	16654	PARKER CORPORATE SERVICES INC.	\$54,409.08	
34755	5/18/2022	16701	PEAK INDUSTRIAL INC.	\$1,544.68	
34756	5/18/2022	16784	PHILLIPS LEROY	\$22.00	
34757	5/18/2022	17255	PUBLIC UTILITY DIST #1 OF THURSTON COU	\$195.94	
34758	5/18/2022	17290	PUGET SOUND ENERGY	\$13,987.63	
34759	5/18/2022	17505	RAINIER DODGE INC.	\$1,785.72	
34760	5/18/2022	17580	RECARO NORTH AMERICA INC.	\$323.05	
34761	5/18/2022	17900	SCHETKY NORTHWEST SALES INC.	\$1,559.02	
34762	5/18/2022	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$200.88	
34763	5/18/2022	18047	SHARP ELECTRONICS CORPORATION	\$179.58	
34764	5/18/2022	18052	SHEA CARR & JEWELL INC.	\$21,264.27	
34765	5/18/2022	18066	SHI INTERNATIONAL CORP.	\$11,404.60	
34766	5/18/2022	18470	SPORTWORKS NORTHWEST INC.	\$240.10	
34767	5/18/2022	18530	STANDARD PARTS CORP.	\$467.04	
34768	5/18/2022	18711	SUNSET AIR INC.	\$484.10	
34769	5/18/2022	21659	THERMO KING NORTHWEST INC.	\$5,000.00	
34770	5/18/2022	21661	THORNBURG COMPUTER SERVICES LLC	\$262.52	
34771	5/18/2022	21790	THURSTON COUNTY PUBLIC WORKS	\$1.00	
34772	5/18/2022	21880	THURSTON REGIONAL PLANNING COUNCIL	\$751.25	
34773	5/18/2022	21950	TITUS-WILL CHEVROLET	\$540.58	
34774	5/18/2022	22235	TREW ENTERPRISE LLC	\$785.11	
34775	5/18/2022	22465	UBER TECHNOLOGIES INC.	\$5,995.00	

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

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/18/2022

Thru Date: 5/18/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34776	5/18/2022	23641	UNITED STATES TREASURY	\$35.50	
34777	5/18/2022	24040	WA ST CONSOLIDATED TECHNOLOGY SERVI	\$1,575.64	
			<b>Total:</b>	<b>\$3,085,830.87</b>	

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

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/12/2022

Thru Date: 5/12/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34716	5/12/2022	23400	U.S. BANK or CORPORATE PAYMENT SYSTE	\$0.00	<input checked="" type="checkbox"/>
34717	5/12/2022	23400	U.S. BANK or CORPORATE PAYMENT SYSTE	\$66,309.21	
34718	5/12/2022	23405	U.S. BANK or CORPORATE PAYMENT SYSTE	\$5,779.04	
<b>Total:</b>				\$72,088.25	

## Intercity Transit

### Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/11/2022

Thru Date: 5/11/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34673	5/11/2022	01309	ACCURATE EMPLOYMENT SCREENING LLC	\$725.40	
34674	5/11/2022	02060	AMERISAFE INC.	\$242.87	
34675	5/11/2022	02380	ARAMARK UNIFORM & CAREER APPAREL GR	\$1,307.46	
34676	5/11/2022	02580	ASSOCIATED PETROLEUM PRODUCTS INC.	\$11,220.20	
34677	5/11/2022	06040	CITY OF LACEY	\$1,164.82	
34678	5/11/2022	06048	CITY OF LACEY	\$500.00	
34679	5/11/2022	06610	COMMERCIAL BRAKE & CLUTCH INC.	\$470.42	
34680	5/11/2022	06781	COMPUNET INC.	\$46,963.48	
34681	5/11/2022	07220	CUMMINS INC.	\$2,905.70	
34682	5/11/2022	07619	DAVID S FOSTER	\$2,000.00	
34683	5/11/2022	07640	DAY MANAGEMENT CORP	\$35,385.37	
34684	5/11/2022	08607	EDNETICS INC	\$8,533.35	
34685	5/11/2022	08743	ELKHART BRASS MANUFACTURING INC	\$1,064.05	
34686	5/11/2022	09235	ERGOFIT CONSULTING INC.	\$175.00	
34687	5/11/2022	09662	FERRELLGAS LP	\$3,363.54	
34688	5/11/2022	10580	GENE'S TOWING INC	\$279.92	
34689	5/11/2022	10607	GENUINE AUTO GLASS OF LACEY	\$594.66	
34690	5/11/2022	10660	GILLIG LLC	\$10,939.28	
34691	5/11/2022	10758	GORDON THOMAS HONEYWELL LLP	\$7,000.00	
34692	5/11/2022	10759	GORDON TRUCK CENTERS INC	\$106.99	
34693	5/11/2022	11943	JOANNA GRIST	\$2,000.00	
34694	5/11/2022	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVI	\$867.40	
34695	5/11/2022	13793	MARTIN WAY COLLISION INC.	\$1,424.88	
34696	5/11/2022	14457	MIDWEST BUS CORPORATION	\$246.15	
34697	5/11/2022	14590	MOHAWK MFG & SUPPLY CO.	\$462.24	
34698	5/11/2022	14750	MULLINAX FORD OF OLYMPIA LLC	\$350.72	
34699	5/11/2022	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$306.29	
34700	5/11/2022	16175	Olympic Credit Service Inc	\$1,396.09	
34701	5/11/2022	16769	PHAM QUI	\$4.91	
34702	5/11/2022	17861	SAMBA HOLDINGS INC.	\$777.66	
34703	5/11/2022	17900	SCHETKY NORTHWEST SALES INC.	\$1,295.27	
34704	5/11/2022	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$975.74	
34705	5/11/2022	18210	SME SOLUTIONS LLC	\$5,842.23	
34706	5/11/2022	18420	SOUTHGATE FENCING INC.	\$440.98	
34707	5/11/2022	18530	STANDARD PARTS CORP.	\$425.42	
34708	5/11/2022	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$300.87	
34709	5/11/2022	21950	TITUS-WILL CHEVROLET	\$806.35	
34710	5/11/2022	22010	ROTTERS INC.	\$108.14	
34711	5/11/2022	22235	TREW ENTERPRISE LLC	\$3,883.70	
34712	5/11/2022	23740	USSC ACQUISITION CORP	\$1,177.98	
34713	5/11/2022	24000	W. W. GRAINGER INC.	\$94.24	
34714	5/11/2022	24755	WA ST HEALTH CARE AUTHORITY	\$448,928.94	
34715	5/11/2022	25909	WEX BANK	\$38,955.70	
<b>Total:</b>				\$646,014.41	

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

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/7/2022

Thru Date: 5/7/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34671	5/7/2022	01543	AKULA SANJAY	\$142.33	
34672	5/7/2022	02155	ANDERSON COLLEEN	\$230.00	
			<b>Total:</b>	\$372.33	



# Intercity Transit

## Accounts Payable Check Disbursement List

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 5/3/2022

Thru Date: 5/3/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34636	5/3/2022	01855	AMERICAN HERITAGE LIFE INSURANCE COM	\$7,177.52	
34637	5/3/2022	05289	CAPITAL MALL LP	\$2,250.00	
34638	5/3/2022	06120	CITY OF OLYMPIA UTILITIES	\$8,891.58	
34639	5/3/2022	07010	CORWIN NOAH	\$55.01	
34640	5/3/2022	07220	CUMMINS INC.	\$3,147.30	
34641	5/3/2022	07350	CW JANITORIAL SERVICE LLC	\$22,464.82	
34642	5/3/2022	07640	DAY MANAGEMENT CORP	\$4,273.16	
34643	5/3/2022	07780	DELL MARKETING LP	\$5,350.50	
34644	5/3/2022	09662	FERRELLGAS LP	\$4,349.09	
34645	5/3/2022	10475	GALLAGHER BENEFIT SERVICES INC.	\$12,318.13	
34646	5/3/2022	10580	GENE'S TOWING INC	\$65.77	
34647	5/3/2022	10607	GENUINE AUTO GLASS OF LACEY	\$218.80	
34648	5/3/2022	10660	GILLIG LLC	\$15,228.56	
34649	5/3/2022	11498	IBI GROUP	\$8,950.09	
34650	5/3/2022	14399	MICHAEL E. KOSANOVICH	\$100.00	
34651	5/3/2022	14405	MICHAEL G. MALAIER TRUSTEE	\$392.31	
34652	5/3/2022	14590	MOHAWK MFG & SUPPLY CO.	\$598.64	
34653	5/3/2022	14750	MULLINAX FORD OF OLYMPIA LLC	\$3,211.35	
34654	5/3/2022	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$276.26	
34655	5/3/2022	15255	NORTHWEST PUMP & EQUIPMENT CO.	\$151.93	
34656	5/3/2022	16969	POINT GRAPHICS LLC	\$149.09	
34657	5/3/2022	17420	R&R TIRE COMPANY INC.	\$1,614.42	
34658	5/3/2022	17505	RAINIER DODGE INC.	\$975.34	
34659	5/3/2022	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$1,515.39	
34660	5/3/2022	18052	SHEA CARR & JEWELL INC.	\$462.16	
34661	5/3/2022	18530	STANDARD PARTS CORP.	\$459.70	
34662	5/3/2022	18705	SUNBELT RENTALS INC.	\$954.56	
34663	5/3/2022	18743	SWANN BILLY	\$61.65	
34664	5/3/2022	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$12,683.13	
34665	5/3/2022	21760	THURSTON 9-1-1 COMMUNICATIONS	\$4,573.65	
34666	5/3/2022	21950	TITUS-WILL CHEVROLET	\$821.83	
34667	5/3/2022	22235	TREW ENTERPRISE LLC	\$4,582.22	
34668	5/3/2022	23641	UNITED STATES TREASURY	\$35.50	
34669	5/3/2022	25560	WASHINGTON STATE TRANSIT ASSOCIATION	\$1,600.00	
34670	5/3/2022	26405	XIOLOGIX LLC	\$17,257.20	
			<b>Total:</b>	<b>\$147,216.66</b>	

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

Checking Account #: 0040007203

ACCOUNTS PAYABLE WARRANTS

From Date: 4/27/2022

Thru Date: 4/27/2022

Check #	Check Date	Ref #	Name	Amount	Voided
34634	4/27/2022	24740	WA ST EMPLOYMENT SECURITY DEPARTME	\$14,139.42	
			<b>Total:</b>	\$14,139.42	

**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>10651 GILBERTSON LYLE</b>										
00	Loan Overpayment	DI	5/27/2022			199.75	199.75	199.75		199.75

**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>11785 INTERNATIONAL ASSOCIATION OF MACHINIS</b>										
00	2022 MAY	DI	5/20/2022			3,368.75	3,368.75	3,368.75		3,368.75
<b>14341 MELTON MEGAN</b>										
00	5/12/22Recognician	DI	5/20/2022			10.00	10.00	10.00		3,378.75
<b>14445 Midgett Elizabeth</b>										
00	5/12/22 EmpRecog	DI	5/20/2022			150.00	150.00	150.00		3,528.75
<b>17901 SCHMITT JOSEPH</b>										
00	05/10 RECOG CSH OU	DI	5/20/2022			1,360.00	1,360.00	1,360.00		4,888.75
<b>26121 WINSLOW ROBERT</b>										
00	5/12/22 Recog	DI	5/20/2022			190.00	190.00	190.00		5,078.75

**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>12451 KAPLIN MELODIE</b>										
00	05/03 RECOG CHS OU	DI	5/13/2022			375.00	375.00	375.00		375.00
<b>18037 SHADES TONI</b>										
00	05/03 RECOG CSH OU	DI	5/13/2022			455.00	455.00	455.00		830.00

**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>08430 DUDEK DAVID</b>										
00	05/12/22 ADV Travel	DI	5/10/2022			283.67	283.67	283.67		283.67

**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>07110 CRASS CAMERON</b>										
00	04/14/22 Mileage	DI	5/6/2022			59.67	59.67	59.67		59.67
<b>17878 SAVAGE DANIEL</b>										
00	05/12/22 ADV Travel	DI	5/6/2022			1,290.87	1,290.87	1,290.87		1,350.54

**INTERCITY TRANSIT AUTHORITY  
AGENDA ITEM NO. 5-A  
MEETING DATE: JUNE 15, 2022**

**FOR:** Intercity Transit Authority

**FROM:** Ann Freeman-Manzanares, General Manager  
Heather Stafford Smith, Director of Administrative Services

**SUBJECT:** Approval of Non-Represented  
Compensation Structure Adjustment

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1) **The Issue:** Approve recommendations based on the results of the 2022 Non-Represented Employee Compensation Structure Review.

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2) **Recommended Action:** Approve a structure adjustment of 4.24% as recommended in the 2022 Non-Represented Employee Compensation Review.

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3) **Policy Analysis:** The Intercity Transit Authority must approve changes to our compensation system.

---

4) **Background:** Intercity Transit's classification/compensation system for non-represented employees was adopted in 2004 and is called the Decision Band Method (DBM). Compensation experts recommend classification/compensation systems be reviewed, verified, and updated every two to three years. Represented employees, such as ATU and IAM members, have their compensation reviewed every three years as part of the labor negotiation process. The last non-represented compensation review occurred in 2017. Staff anticipated pursuing a non-represented compensation review in 2020 but did not anticipate COVID which altered our work plan.

Gallagher, who is the proprietary firm/owner of the DBM classification and compensation system, was engaged for our 2022 review. This evening Erik Henry-Smetana, August Zhu, and Aiden Rao from Gallagher Human Resources & Compensation Consulting will provide an overview of the study, findings and recommendation for our DBM structural adjustment.

---

5) **Alternatives:**

- A. Approve a structure adjustment of 4.24% as recommended in the 2022 Non-Represented Employee Compensation Review.
- B. Maintain the current compensation structure and make no structure adjustments. Selection of Alternative B would result in misalignment of the agency's DBM structure, and wages would not be competitive within the local and comparable transit agency markets.



- 
- 6) **Budget Notes.** The recommended structural adjustment is within budget and results in a \$69,300 increase in salary and wages through the end of 2022.
- 
- 7) **Goal Reference:** This item allows us to meet all goals.
- 
- 8) **References:** N/A.

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-B**  
**MEETING DATE: June 15, 2022**

**FOR:** Intercity Transit Authority

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

**SUBJECT:** 2022 Bicycle Community Challenge Update

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- 1) **The Issue:** Brief the ITA on the results of the 2022 Bicycle Community 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 Bicycle Community Challenge) in 2006.

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  - 4) **Background:** During this year's Bicycle Community Challenge (BCC) and Youth Bike Challenge (YBC), that run for the full month of May, 758 people logged approximately 7,200 rides, covering over 70,000 miles, reducing air and water pollution, benefitting their own and our community's health and well-being in the midst of a continuing global pandemic.

Bicycling is a significant transportation and public health 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 has broadened and sustained successful partnerships between Intercity Transit, local jurisdictions, the business community, and the general public as well as generating public goodwill. Participation in the BCC has been impacted by the COVID-19 pandemic and has been lower the past two years, but is beginning to rebound.

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

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

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6) **Budget Notes:** The cost of the Bicycle Community 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.”*

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-C**  
**MEETING DATE: June 15, 2022**

**FOR:** Intercity Transit Authority

**FROM:** Katie Cunningham, 705-5837

**SUBJECT:** Landscaping and Grounds Maintenance Services Contract Renewal

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1) **The Issue:** Renew the Landscaping and Grounds Maintenance Services contract with A-L-S American Landscape Services (ALS) for one year.

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2) **Recommended Action:** Authorize the General Manager to execute a contract amendment with ALS for landscaping and grounds maintenance services at Intercity Transit facilities for a period of one year in the amount of \$88,025, including sales tax.

---

3) **Policy:** The Procurement Policy states the Authority must approve any expenditure over \$100,000. While this item represents an annual contract value of \$88,025, the total cumulative value of the contract for Landscaping and Grounds Maintenance Services from June 2019 through June 2023 exceeds \$100,000.

---

4) **Background:** In June 2019, ALS won Intercity Transit's contract for Landscaping and Grounds Maintenance Services at Intercity Transit facilities, including Pattison Street, Olympia Transit Center, Lacey Transit Center, Martin Way Park and Ride, Hawks Prairie Park and Ride, and the Centennial Station. The initial contract term was for a period of one year, with four one-year renewal options. This item represents the third one-year renewal.

The annual contract amount reflects a rate increase from the previous term in the approximate amount of \$7,700. This is the first rate increase that ALS has requested from Intercity Transit under this contract. The rate increase is commensurate with the Consumer Price Index and current market rates.

Under the renewal, ALS will continue to provide monthly scheduled landscaping and grounds maintenance services at the Intercity Transit facilities listed above, with the addition of the lot that Intercity Transit leases from Bobcat of Olympia. ALS also provides Intercity Transit with mutually agreed upon as-needed services, including but not limited to winter services, such as snowplowing and deicing, installation and maintenance of water bladders for

the trees at the Martin Way Park and Ride, and any additional as-needed non-scheduled services such as irrigation system repair.

Intercity Transit is committed to maintaining our properties in a clean, presentable, and healthy condition. ALS has proven to be a reputable and experienced local firm that is committed to ensuring our properties are continually maintained and look presentable. Intercity Transit has been satisfied with ALS' performance under the contract for the past three years. Staff is confident that ALS will continue to provide quality services which meet our property maintenance requirements at fair and reasonable rates and recommends that the contract is renewed.

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5) **Alternatives:**

- A. Authorize the General Manager to execute a contract amendment with ALS for landscaping and grounds maintenance services at Intercity Transit facilities for a period of one year in the amount of \$88,025, including sales tax.
- B. Defer action. This would result in a lack of landscaping and grounds maintenance services at Intercity Transit facilities.

---

6) **Budget Notes:** The total cost of this contract extension falls within the 2022 budget allocation for landscaping and grounds maintenance services.

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7) **Goal Reference:** **Goal #2:** *"Provide outstanding customer service."* **Goal #3:** *"Maintain a safe and secure operating system."* **Goal #4:** *"Provide responsive transportation options within financial limitations."*

---

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-D**  
**MEETING DATE: June 15, 2022**

**FOR: Intercity Transit Authority**

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

**SUBJECT: CAD/AVL Consulting Services Contract Amendment**

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1) **The Issue:** Authorizing an increase in the total not to exceed contract authority (adding \$115,438) and extending the term of the contract with IBI Group (IBI) thru July 9, 2023. Additional services will support implementation of our new Computer Assisted Dispatching and Automatic Vehicle Location (CAD/AVL) solution with our Dial A Lift (DAL) fleet and scheduling system.

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2) **Recommended Action:** Approve an increase in the total not to exceed amount of the contract for services supporting our CAD/AVL implementation with IBI Group to \$478,583.00 and authorize the General Manager to execute an amendment to extend our contract with the IBI Group through July 9, 2023.

---

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

---

4) **Background:** In July of 2019, IBI was awarded a consulting contract to provide technical expertise and guidance needed to overhaul Intercity Transit's outdated and obsolete CAD/AVL solution. With IBI's assistance, in April of 2021, Avail Technologies (Avail) was awarded the contract to upgrade our CAD/AVL system with Avail's solution. In March of 2022, Avail successfully completed the integration of our coaches and is now coordinating efforts to support implementation on our DAL fleet. The request is to increase the contract not to exceed amount by \$115,438. If approved by the Authority the revised total not to exceed amount of the contract will be \$478,583.

The original project anticipated the integration of the CAD/AVL solution with our existing DAL scheduling system (Routematch) software on our DAL fleet. Shortly after our CAD/AVL project started Intercity Transit learned that Routematch was purchased by Uber. Intercity Transit staff have since learned that Uber does not intend to integrate with Avails technology, a requirement for the project. Accordingly, additional assistance from IBI is needed to support the procurement of new DAL software that best satisfies our DAL needs and can also integrate with Avails technology as originally planned.

Additionally, the agreement with IBI Group is currently set to expire July 9, 2022. An extension of the contract term is also requested with this action to ensure time to complete the remaining tasks associated with our CAD/AVL implementation including the requested DAL software support scope.

The project team has found IBI's technical knowledge, experience implementing similar programs, and guidance has been invaluable to Intercity Transit throughout this project. The proposed pricing structure is similar to our original agreement and has been determined to be fair and reasonable. Therefore, the project team recommends proceeding with the extension of the IBI consulting services contract.

---

5) **Alternatives:**

- A. Approve an increase in the total not to exceed amount of the contract for services supporting our CAD/AVL implementation with IBI Group to \$478,583.00 and authorize the General Manager to execute an amendment to extend our contract with the IBI Group through July 9, 2023.
- B. Defer action. A decision to delay may affect operations as our DAL software provider is not willing to adapt to our new infrastructure.

- 
- 6) **Budget Notes:** The 2022 budget included \$6,689,000 for the remaining costs anticipated for full implementation of the new CAD/AVL system which included integration of the DAL software program. The project remains within budget.

- 
- 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 #4** "Provide responsive transportation options within financial limitations." **Goal #6:** "Encourage use of our services, reduce barriers to access and increase ridership."

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-E**  
**MEETING DATE: June 15, 2022**

**FOR: Intercity Transit Authority**

**FROM: Eric Phillips AICP, Development Director - 705-5885**

**SUBJECT: TSP & Smart Corridors Implementation Contract Authority**

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1) **The Issue:** Authorizing additional contract authority to continue work under contract with Iteris, Inc. supporting implementation of Transit Signal Priority and the Thurston Smart Corridor projects.

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2) **Recommended Action:** Authorize the General Manager to execute Task Orders 2 and 3 with Iteris, Inc. providing additional contract authority of \$526,862.33 for a revised total not-to-exceed contract value of \$667,642.33 supporting engineering and consulting services for implementation of Transit Signal Priority and Thurston Smart Corridors.

---

3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000. This request represents the second and third of several Task Orders anticipated to be awarded under this multi-year professional services contract which includes funding from three prior federal grant awards.

---

4) **Background:** Intercity Transit entered into a contract with Iteris Inc. to support Intercity Transit's Transit Signal Priority (TSP) and Thurston Smart Corridor Implementation in late 2021. The Authority approved the initial phase of work for Task Order 1 in October 2021, with a budget of \$140,780. The focus of initial work was coordination with project partners in the development of an implementation "Roadmap" for Transit Signal Priority, bench testing of traffic signal equipment, developing a data collection approach and updating other information related to the Smart Corridors project.

Task Order 1 work is now wrapping up and we are moving forward with the implementation phase. Working with the Iteris team, a Scope of Work was developed to support a multi-year project for data collection as well as a scope of work to address anticipated implementation work thru what we are calling the project "Roadmap". These two additional tasks provide for the additional technical support through the initial implementation phase of the project which is expected to last into early 2023. The data task (Task Order 2) is anticipated to run a minimum of three years and includes an automated web-based program (data as a service model) that can track intersection operations as well as



integrate data from the corridor with reporting that can be accessed by the project partners. This Task Order is budgeted at \$186,828.75 which includes a three-year term for the service and includes a 25% contingency. The implementation Task (Task Order 3) is budgeted for \$340,033.58 and provides engineering support services to complete field testing and design work, implementation coordination and development of the implementation strategy (Roadmap). Since many aspects of the project will need to be adjusted as we work through the site-specific implementation tasks with our partners, we have structured the scope of work for this task to provide maximum flexibility so we can shift resources and hours if needed to other areas of the project. A 20% contingency for hours is also included in the Task Order 3 amount. A phasing plan, including recommendations for funding additional work consistent with the Smart Corridor program is considered in the current scope of work hours as well.

Intercity Transit is the lead agency and is providing all matching funds for the three separate grant awards related to this project. The 2022 budget, as presented for Authority consideration, includes \$1,698,000 for the TSP and Smart Corridor projects.

---

5) **Alternatives:**

- A. Authorize the General Manager to execute Task Orders 2 and 3 with Iteris, Inc. providing additional contract authority of \$526,862.33 for a revised total not-to-exceed contract value of \$667,642.33 supporting engineering and consulting services for implementation of Transit Signal Priority and Thurston Smart Corridors.
- B. Defer action. A decision to delay may affect the project schedule and grant funding for the TSP and the Smart Corridors projects.

- 
- 6) **Budget Notes:** The project is included in the 2022 budget. Project funds for Transit Signal Priority and the Smart Corridors project come from federal grant sources as well as local funding. Unexpended project funds will be carried forward in future budgets until the project is completed.

- 
- 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-F**  
**MEETING DATE: June 15, 2022**

**FOR:** Intercity Transit Authority

**FROM:** Ann Freeman-Manzanares, 360-705-5838

**SUBJECT:** Amend Resolution 03-2017 - Appoint Agent to Receive Claims for Damages and Resolution 05-2017 - Appoint Auditing Officer

- 
- 1) **The Issue:** Update two resolutions to reflect current position titles.
- 
- 2) **Recommended Action:** Adopt Resolutions 01-2022 and 02-2022 to reflect current position titles within the Administrative Services Department.
- 
- 3) **Policy Analysis:** Resolution 01-2022 covers Chapter 225, Laws of 2015, codified at RCW 4.96.020, requiring the governing body of a municipal corporation to appoint an agent to receive claims for damages under Chap. 4.96 RCW.
- Resolution 02-2022 appoints an Audit Officer who is permitted to issue warrants and checks prior to action by the Board.
- This action amends both resolutions to reflect current position titles of “Chief Financial Officer” and “Finance Manager.”
- 
- 4) **Background:** This is an organizational housekeeping item to ensure we are properly identifying staff to receive claims for damages and appointing an Auditing Officer.
- 
- 5) **Alternatives:**
- A) Adopt Resolutions 01-2022 and 02-2022 to reflect the current position title changes within the Administrative Services organizational structure.
  - B) Do not amend the Resolutions.
- 
- 6) **Budget Notes:** Amendment of these resolutions has no impact on the 2022 budget.
- 
- 7) **Goal Reference:** N/A.
- 
- 8) **References:** Resolution 01-2022 and Resolution 02-2022.

**INTERCITY TRANSIT  
RESOLUTION 01-2022  
AMENDING THE APPOINTMENT OF AGENT TO RECEIVE CLAIMS FOR DAMAGES**

**A RESOLUTION** amending the Appointment of an Agent to Receive Claims for Damages, Resolution 03-2017 dated June 7, 2017.

**WHEREAS**, Chapter 225, Laws of 2015, codified at RCW 4.96.020, requires the governing body of a municipal corporation to appoint an agent to receive claims for damages under Chap. 4.96 RCW.

**NOW, THEREFORE, BE IT RESOLVED BY THE INTERCITY TRANSIT AUTHORITY AS FOLLOWS:**

1. The Intercity Transit Administrative Services Director is appointed as the agent to receive claims for damages under Chap. 4.96 RCW. If the Intercity Transit Administrative Services Director is not available during working hours, the Chief Finance Officer is authorized to serve as the agent to receive claims for damages under Chap. 4.96 RCW. In the absence of both, the designee of the Administrative Services Director is authorized to serve as the agent to receive claims for damages under Chap. 4.96 RCW. These individuals are officed at the Intercity Transit Headquarters Office, 510 Pattison SE, Olympia, WA 98501.

2. Pursuant to Chap. 225, Section 6, Laws of 2015, this Resolution shall be recorded with the Thurston County Auditor.

**ADOPTED:** This 15<sup>th</sup> day of June 2022

**INTERCITY TRANSIT AUTHORITY**

\_\_\_\_\_  
**Clark Gilman, Chair**

**ATTEST:**

\_\_\_\_\_  
**Pat Messmer  
Executive Assistant/  
Clerk of the Board**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Jeffrey S. Myers  
Legal Counsel**

**INTERCITY TRANSIT  
RESOLUTION 02-2022  
APPOINTING AN AUDITING OFFICER**

A RESOLUTION appointing an Auditing Officer, and superseding Resolution 05-2017 dated July 19, 2017.”

**WHEREAS**, the payment of claims prior to action by the Intercity Transit Authority (ITA) expedites and provides efficiency in making purchases and expenditures necessary for the operation of Intercity Transit; and

**WHEREAS**, the Chief Financial Officer is the appropriate officer to be designated the Auditing Officer as referred to in RCW 42.24.180, and to draw warrants and checks relating to claims; and

**WHEREAS**, the Finance Manager is the appropriate officer to be designated the temporary Auditing Officer in the absence of the Chief Financial Officer; and

**WHEREAS**, the ITA has adopted contracting, hiring, purchasing and disbursing policies that implement effective internal controls; and

**WHEREAS**, RCW 42.24.180 authorizes the actions provided for herein;

**NOW, THEREFORE, BE IT RESOLVED BY THE INTERCITY TRANSIT AUTHORITY AS FOLLOWS:**

**Section 1.** The Chief Financial Officer is hereby appointed as the Auditing Officer for Intercity Transit. In the Chief Financial Officer’s absence, the Finance Manager is hereby appointed to serve as the temporary Auditing Officer for Intercity Transit.

**Section 2.** Two signatures shall be required on all warrants and checks, with one signature being that of the ITA Chair and the other signature being that of the General Manager, via the use of an electronic or stamped signature in forms approved by the Chair and General Manager.

**Section 3.** The Auditing Officer and the two officials authorized to sign checks and warrants shall each furnish an official bond or its equivalent, for the faithful discharge of his or her duties in an amount of fifty thousand dollars.

**Section 4.** The Auditing Officer may issue warrants and checks in payment of claims after the provision of Sections 2 and 3 of this Resolution have been met.

**Section 5.** The ITA shall review the documentation supporting claims and approve or disapprove all warrants and checks or electronic payments issued in payment of claims at its next regular meeting.

**Section 6.** The ITA hereby requires that if, upon review, it disapproves claims, the Auditing Officer and the officer designated to sign the warrants or checks shall jointly cause the disapproved claims to be recognized as receivables of Intercity Transit, and shall pursue collection diligently until the amounts disapproved are collected or until the ITA is satisfied and approves the claims.

**Section 7.** The ITA may stipulate at any time that a certain claim or certain claims shall not be paid before the ITA has reviewed the documentation and approved the issuance of a warrant or check.

**ADOPTED:** This 15<sup>th</sup> day of June 2022.

**INTERCITY TRANSIT AUTHORITY**

\_\_\_\_\_  
**Clark Gilman, Chair**

**ATTEST:**

\_\_\_\_\_  
**Pat Messmer  
Executive Assistant/Clerk of the Board**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Jeffrey S. Myers  
Legal Counsel**

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-G**  
**MEETING DATE: June 15, 2022**

**FOR: Intercity Transit Authority**

**FROM: Ann Freeman-Manzanares**

**SUBJECT: Schedule a Public Hearing to Amend Vanpool Fare Resolution.**

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1) **The Issue:** Amend Vanpool Fare Resolution to align with the recently enacted Washington State Transit Support Grant (ESSB 5974 Sec. 422(3)), to be eligible to receive new state grant funds.

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2) **Recommended Action:** Schedule a public hearing for July 20, 2022, at 5:30 p.m. to receive public comment on proposed changes to our vanpool fare policy providing clarifying language that passengers 18 years of age and younger can ride vanpool free of charge.

---

3) **Policy Analysis:** It is the policy of the Intercity Transit Authority to hold a public hearing related to a change of any transit fare.

---

4) **Background:** To be eligible to receive state transit support grant funds, transit agencies must adopt, at a minimum, a zero-fare policy that allows passengers 18 years of age and younger to ride free of charge on all modes provided by the agency. Intercity Transit Resolution 03-2019 suspended fare collection for Fixed-Route and Dial-A-Lift services. The remaining piece for Intercity Transit to qualify for state transit support grant funds is to amend the Vanpool Fare Policy, allowing those 18 and under to utilize vanpool services with no associated fare.

Because this is a change to our adopted fare structure, this action requires a public hearing as part of the process to amend the resolution adopting van pool fares. Staff is requesting a public hearing date of July 20, 2022, with an anticipated date to approve an amendment to the vanpool fare structure on August 17, 2022. Intercity Transit must submit confirmation of the implementing measures approved by the Authority to WSDOT no later than October 1, 2022, to be eligible for the 2023-2025 biennium funds for the new State Transit Support Grants.

---

5) **Alternatives:**

A) Schedule a public hearing for July 20, 2022, at 5:30 p.m. to receive public comment on proposed changes to our vanpool fare policy providing

clarifying language that passengers 18 years of age and younger can ride vanpool free of charge.

- B) Defer Action. Intercity Transit must submit the resolution allowing passengers 18 years of age and younger to ride vanpool free of charge no later than October 1, 2022, to be eligible for the 2023-2025 biennium. Those submitting beyond that deadline will be eligible for the following biennial distribution.

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6) **Budget Notes:** Approval of this process, and amended resolution, will support Intercity Transit's opportunity to received state transit support grant funds. The amount projected for this year is \$1,492,351.

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7) **Goal Reference:** This item is consistent and supports all Authority goals.

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8) **References:** N/A

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM 5-H**  
**MEETING DATE: June 15, 2022**

**FOR:** Intercity Transit Authority

**FROM:** Ann Freeman-Manzanares, 705-5838

**SUBJECT:** 2022 Community Advisory Committee Recruitment

- 
- 1) **The Issue:** Present timeline and process information for the 2022 Community Advisory Committee (CAC) recruitment.

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  - 2) **Recommended Action:** The Authority will be asked to approve the process, timeline and select three members to participate on an ad-hoc committee to interview candidates and make recommendations to the full Authority.

---

  - 3) **Policy:** In 2001, the Intercity Transit Authority chartered a Community Advisory Committee. In 2011, the Authority approved an additional youth position, increasing the number of members from 19 to 20. It was the Authority's direction to conduct an annual recruitment. New members are appointed by the Transit Authority.

---

  - 4) **Background:** The Community Advisory Committee members serve three-year terms and may serve no more than two consecutive three-year terms. The exception is the youth position which is a one-year term. The youth member can apply for a three-year position if they wish. Each fall, staff conducts a recruitment to fill vacancies which may occur throughout the year, through expiration of terms, or if members do not seek reappointment.

The CAC is comprised of 20-members. The goal is to have a group that is representative of the diversity of our community. Each fall, staff conducts a recruitment to fill vacancies which may occur throughout the year, through expiration of terms, or if members do not seek reappointment.

Traditionally, three Authority members, along with three CAC members, will comprise the ad hoc committee which will conduct the interviews and make recommendations to the full Authority for appointment.

Applications are proposed to be available September 1, 2022, and due on October 7, 2022. The Authority will select interviewees on October 19, 2022. Interviews

are proposed for November 2, 2022, with candidate selection on November 16, 2022, or December 7, 2022.

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

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6) **Budget Notes:** N/A.

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7) **Goal References:** An engaged Community Advisory Committee supports all agency goals.

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



INTERCITY TRANSIT AUTHORITY  
AGENDA ITEM NO. 5-I  
MEETING DATE: June 15, 2022

**FOR:** Intercity Transit Authority  
**FROM:** Ann Freeman-Manzanares, 705-5838  
**SUBJECT:** Citizen Representative Reappointment/Recruitment

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- 1) **The Issue:** Whether to reappoint Citizen Representative Sue Pierce or conduct a recruitment for the position which expires December 31, 2022.
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- 2) **Recommended Action:** Reappoint Citizen Representative Sue Pierce or direct staff to conduct a recruitment for the position.
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- 3) **Policy Analysis:** Per the Authority Bylaws, Article IV, Section 4.3 – Selection – Citizen Representatives; it is the responsibility of the Authority to appoint, by a majority vote, the three Citizen Representative positions.
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- 4) **Background:** Citizen Representative Sue Pierce’s term ends December 31, 2022. She is eligible for reappointment for a second, 3-year term per the Authority bylaws (see Section IV 4.3 Selection – Citizen Representatives as attached).

The Authority options include:

- A. Reappoint the incumbent for an additional three-year term; or
- B. Open the position for the purpose of soliciting and receiving applications from interested community members.

Staff contacted Citizen Representative Pierce to determine her interest in continuing to serve on the Authority. She expressed a strong desire to serve another 3-year term.

If the Authority should choose to open the position for a full recruitment, staff would advertise using all outlets available including our website, Facebook, Rider Alert, *The Olympian*, Business Examiner, and the *Nisqually Valley News*. We would also contact our CAC members, along with local jurisdictions and other partners to recruit and distribute application materials.

At the November regular meeting, we would ask the Authority to select candidates for interview and seek appointment at the December meeting.

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- 5) **Alternatives:**  
A. Reappoint the incumbent for an additional three-year term.  
B. Open the position for the purpose of soliciting and receiving applications from interested community members.
- 
- 6) **Budget Notes:** A recruitment process costs approximately \$1,800. Funds are included in the annual budget.
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- 7) **Goal Reference:** Conducting a successful Citizen Representative recruitment process is essential in carrying out all of the goals established by the Authority.
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- 8) **References:** Authority Bylaw Section IV. AUTHORITY COMPOSITION, 4.3, Selection - Citizen Representatives

## II. NAME/OFFICES

The name of the public transportation area, duly established pursuant to the laws of the State of Washington, shall be Intercity Transit, the governing Board of Directors of which shall be called the Intercity Transit Authority, and shall be located at 526 Pattison SE, Olympia, Washington. The Intercity Transit Authority may establish such other offices, within Thurston County, as the Authority may determine necessary from time to time. (Res. 29-82; Res. 2-93; Res. 2-06)

## III. POWERS, RIGHTS, RESPONSIBILITIES

The Authority shall be responsible for establishing and monitoring the policies of Intercity Transit, its budget and its service levels. The Authority shall appoint and oversee the performance of the General Manager of Intercity Transit. Nothing in these bylaws is intended to limit the general powers of the Authority; the Authority retains all powers granted to it under the laws of the State of Washington. (Res. 03-2007)

## IV. AUTHORITY COMPOSITION

**4.1 Composition.** The Authority will consist of a governing board of eight (8) voting members and one (1) nonvoting member set forth as follows: (Res. 5-2010)

Five (5) elected members. A member of the county legislative authority, one elected official each from the Cities of Olympia, Lacey, Tumwater and Yelm.

Three (3) citizen representatives. Three citizens selected by the full Authority from citizens of recognized fitness for such positions, who reside within the boundaries of the Thurston County Public Transportation Benefit Area. (Res. 2-93; Res. 6-02).

One (1) nonvoting member recommended or selected in accordance with RCW 36.57A.050. (Res. 5-2010)

**4.2 Selection - Elected Members.** The five elected voting members of the Authority shall serve at the pleasure of appointing jurisdictions and shall hold office for a term determined by the appointing body. (Res. 2-93; Res. 6-02; Res. 5-2010).

**4.3 Selection - Citizen Representatives.** The three voting citizen representatives shall each be appointed by a majority vote of the Authority for a term of three calendar years (the original members having been appointed, so that one term expired at the end of each succeeding calendar year for three years, subsequent to the initial appointments) and an appointment for a three-year term

shall be made annually to fill an expiring term. Citizen representatives shall have full voting membership on the Authority. (Res. 5-2010)

Any citizen member may be removed for cause upon a majority vote of the Authority. Upon a vacancy in a position by death, resignation or other cause, a new member will be appointed for the unexpired portion of the term, upon a majority vote of the Authority. Upon the expiration of either a partial term or the first full term of a citizen representative position, the Authority may, by a majority vote, reappoint the citizen representative for a full three-year term, provided that a citizen representative shall not be appointed to more than three consecutive full three-year terms.

No later than its regular September meeting, the Authority will review the status of the expiring citizen representative position. The Authority may, by a majority vote, either: (Res. 2-06)

- 1) reappoint the incumbent for an additional three-year term,
- 2) open the position for the purpose of soliciting and receiving applications from interested citizens, or appoint an interested citizen from a list maintained for that purpose.

Should the Authority decide to open the position, the position opening will be advertised through the community with applications accepted until two weeks prior to the regular November meeting. At its November meeting, the Authority will choose an appropriate number of applicants as finalists to be interviewed by the Authority for the purpose of making a final selection which will be made before the end of the year. In the event a selection is not made by December 31, the incumbent shall serve until a replacement is named. (Res. 49-83, 79-86, 94-89, 4-91).

## V. MEETINGS

**5.1 Regular Meetings.** All meetings of the Authority shall be open to the public except to the extent that executive sessions are authorized by law. Regular meetings of the Authority will be held once each month at its designated offices at a time and date established by resolution. (Res. 84-87; Res. 85-87; Res. 90-88)

**5.2 Special Meetings.** Special meetings may be called at any time by the Chair or by a majority of the whole Authority, provided each member receives personally, or by mail, written notice of the date, time, place of the meeting, and the matters to be taken up at the meeting at least 24 hours in advance.

Thurston Regional Planning Council (TRPC)  
**AFTER MEETING SUMMARY**  
June 3, 2022

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

The full meeting can be found on TRPC's Facebook page: <https://www.facebook.com/trpc.org>.

**PLEASE NOTE:** Participation in the TRPC meeting was through a hybrid meeting format.

**Contingency Project List**

Deputy Director Veena Tabbutt provided an overview of a list of transportation projects to be submitted to the Washington State Department of Transportation for funding consideration. If the region receives additional funding for any or all of the projects, it will be above and beyond the funding allocated each year. Council approved this list.

*The full presentation can be found here:*  
[www.trpc.org/DocumentCenter/View/11110/A6\\_ContingencyProjectReview](http://www.trpc.org/DocumentCenter/View/11110/A6_ContingencyProjectReview)

**2022 Mid-year Program Update**

Executive Director Marc Daily provided Council with an update on the organization's progress in implementing the annual work program.

Commissioner Edwards asked about the roads being considered in the Rural Mobility Strategy. Those roads are included in the table below and depicted in the following map.

The full presentation, including staff contacts, can be found here:  
[www.trpc.org/DocumentCenter/View/11111/A7\\_2022-Mid-Year-Update-060122](http://www.trpc.org/DocumentCenter/View/11111/A7_2022-Mid-Year-Update-060122)

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**Cluster 1**

Johnson Point Road NE / S Bay Road NE/Hawks Prairie Road NE  
Sleater Kinney Road NE / 26th Avenue NE

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**Cluster 2**

Old Pacific Highway SE / Kuhlman Road SE  
Old Pacific Highway SE / Reservation Road SE

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**Cluster 3**

Rainier Road SE / 89<sup>th</sup> Avenue SE  
Rainier Road SE / Stedman Road SE  
Rainier Road SE / Spurgeon Creek Road SE

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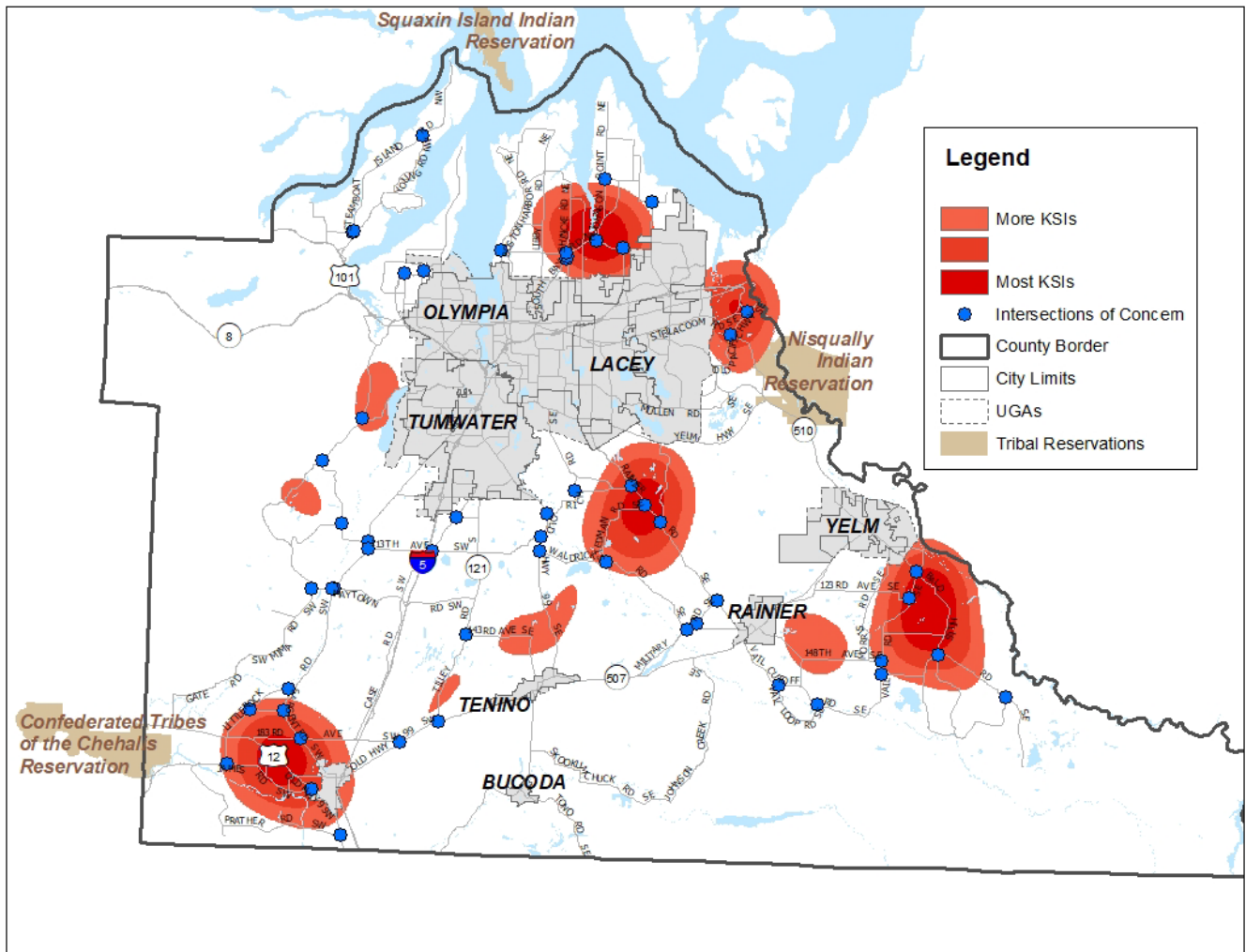
**Cluster 4**

Bald Hill Road SE / Vail Road SE  
Vail Road SE / Hannus Road SE  
Bald Hill Road SE / Lawrence Lake Road SE

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**Cluster 5**

Sargent Road SW / 183<sup>Road</sup> Avenue SW  
Independence Road SW / James Road SW  
Old Highway 9 SW / James Road SW



### Update on I-5 Mounts Road to Tumwater

Executive Director Marc Daily updated Council on the I-5 Mounts Road to Tumwater project, focusing on the beginning of the National Environmental Policy Act Review and the \$75 million provided by the Legislature in Move Ahead Washington for this project.

The full presentation can be found here: [www.trpc.org/DocumentCenter/View/11112/A8\\_I-5Update060122](http://www.trpc.org/DocumentCenter/View/11112/A8_I-5Update060122)

### Federal Infrastructure and Capacity for Grant Application Process

Executive Director Marc Daily briefed Council on the possibility of adding additional staff or consultant resources to assist with monitoring and applying for federal grants under the federal Bipartisan Infrastructure Law (BIL). One of the challenges for the region in pursuit of these funds is the staff resource to keep track of funding opportunities, match potential projects with fund sources, and developing strong grant applications. The Transportation Policy Board recommends that TRPC use the \$100K of contingency funds identified in the Unified Planning Work Program to hire a temporary staff person. Executive Daily discussed the pros and cons of this approach, including input from the Technical Advisory Committee. Council discussed the proposal and provided feedback to Marc Daily.

**Minutes**  
**INTERCITY TRANSIT**  
**COMMUNITY ADVISORY COMMITTEE**  
**May 16, 2022 - Virtual Meeting**

**CALL TO ORDER**

Chair Smit called the virtual May 16, 2022, meeting of the Community Advisory Committee (CAC) to order at 5:30 p.m.

**Members Present:** Chair Walter Smit; David Bonauto; Ursula Euler; Betty Hauser; Lloyd Peterson; Marilyn Scott; Ty Flint; Rachel Weber, and Eliane Wilson.

**Absent:** Jonah Cummings; Gene Angel; Vice-Chair Jihan Grettenberger; Edwina Waehling; Natalie Smith; Naythan Raymos; John Gear; Allison Spector; Marie Lewis; Nikki Crist, and Joan O'Connell.

**Staff Present:** Ann Freeman-Manzanares; Nancy Trail; Eric Phillips; Kerri Wilson; Ally McPherson; Rob LaFontaine; Daniel VanHorn; and Alex Auty.

**Other Present:** Katrina Van Every; Aidan Dixon, and Karen Parkhurst with Thurston Regional Planning Council; and John Saunders.

**APPROVAL OF AGENDA**

It was M/S/A by TY FLINT and URSULA EULER to approve the agenda.

**INTRODUCTIONS**

Smit introduced Authority member, CLARK GILMAN, as the representative attending the meeting.

**MEETING ATTENDANCE**

- A. May 18, 2022, ITA Meeting - Ty Flint
- B. June 1, 2022, ITA Meeting - Nikki Crist
- C. June 15, 2022, ITA Meeting - Jihan Grettenberger
- D. July 6, 2022, ITA Meeting - Betty Hauser

**APPROVAL OF MINUTES**

It was M/S/A by URSULA EULER and DAVE BONAUTO to approve the minutes of the March 21, 2022, CAC meeting.

**NEW BUSINESS**

- A. **MARTIN WAY CORRIDOR STUDY** - (*Katrina Van Every*) Van Every indicated she had colleagues attending with the Thurston Regional Planning Council including Aidan Dixon and Karen Parkhurst. She shared that the Martin Way Corridor Study (MWCS) has been underway since 2019. The presentation would include some of what the Martin Way corridor

is past, present and could be in the future, including some alternatives and next steps. Martin Way is a big project as it is a large corridor and the intent is to develop a common vision and policies to support it into the future. Part of the project includes looking at safety, bicycle and pedestrian facilities, transit, land use, access management and neighborhood connectivity. The project partners include TRPC, Intercity Transit, Thurston County, The Cities of Lacey, and Olympia. It is funded by a federal service transportation block grant and matching funds were provided by the local jurisdictions, including IT. It is a 7-mile-long corridor that changes a lot in the span. They broke the corridor up into segments to make the analysis easier so they could understand the issues and concerns and possibilities in the different areas. This project started in 2019 and they are pushing towards the end of it. Many things have come into it and the ultimate goal is to identify an action plan so the parties can move forward to plan for the corridor. There is a current conditions report that tells the current conditions on the ground right now, they went out and talked to residents through a survey to corridor residents, as well as businesses along the corridor with the help of the EDC. They hired a consultant to perform a market study to help understand the market forces at play and how they impact how the corridor develops. They also hired a consultant to help with the transportation operation assessment. Looking at the different pieces of the transportation infrastructure and how it could change over time. They also did a visual preference survey asking the community what they would like to see along Martin Way. They did some additional focus groups with people who use transit, walk, bike and people who live along the corridor. They held two online open houses, one in the fall of last year and the second one is open until the end of May to give people an idea of where the project is at and where it's going. Then there will be an alternatives assessment for land use and transportation looking at different options for how to change the trajectory of Martin Way including how it looks, feels, and functions. The ultimate goal is having an action plan.

Martin Way opened in 1930 as part of the state and Federal Highway system. It was designed to move cars fast and provide a shorter connection between Olympia and Tacoma. The area was undeveloped and included trees, streams, and wetlands. Fast forward to today and the region has grown up around Martin Way. It is a critical east/west route that now connects the two largest cities and is a lifeline for the region. There are people living on the corridor, there are schools in close proximity to the corridor. There is a major medical center with St. Peter's Hospital. Since I-5 opened in the 1960's it is no longer the only way to get across town. Many parts of Martin Way still retain that feel of a throughway rather than a place that is part of a community and it still functions as an important secondary route east/west in the region. There are over 9,000 people who live within a ¼ mile of the road, and over 11,000 jobs in the area. There are more than 40,000 vehicle trips per day, 25% of daily transit riders are on Martin Way. Residents are split between multi-family units and single-family units and there is a high concentration of manufactured homes and mobile home parks along the corridor. The majority of corridor residents are renters at about 56%. It is also a very diverse area of the community with about 37% of the corridor residents being people of color. There are many issues along Martin Way. It is a multi-modal corridor so there are people who walk, bike, drive and people who use transit. There are sidewalk gaps and there are bicycle lanes but with fast moving traffic and no barriers or separation and it can feel unsafe for people who are looking to bike. There are widely spaced crossings in unprotected areas and many access points or driveways that lead to more collisions as vehicles are entering and exiting Martin Way to access businesses. Land use is also varied along the corridor about 80% developed at low intensities. There's a mix of different residential and commercial types including old hotels and motels along the corridor but also some new development happening as well. There is limited vacant land but there is substantial potential for redevelopment.



Approximately 20% of the corridor is open space, that includes forested areas and wetlands. There are very few public parks in proximity to the corridor. These areas also lack infrastructure and utilities, and they are not likely to develop because of the environmental issues associated with them. Those are the areas where there are very large gaps in the sidewalk network. A lot of development in the corridor when talking about housing is built in a series of prototypes and the way in which parking is provided surface, tuck under, or structured is a key influence on the physical form of these projects. Development along the corridor really tends to stick towards townhomes and garden apartment such as three-story walk-ups with surface parked areas. The higher density multi-family housing is not financially feasible for the most part and is left out of the corridor for the most part. As part of the outreach they asked what people would like to see more of along Martin Way and they wanted to see public amenities, retail services, restaurants, housing, offices, and improvements in sidewalks, pedestrian crossings and landscaping. As staff went through the current conditions and the feedback they heard from the public they identified key needs for the corridor to move forward in a good way, which led to identifying some goals as part of the transportation and land use alternatives. This includes improving safety for all users and modes, and support for inclusive growth, recognizing there are a lot of affordable housing options along the corridor they don't want redevelopment to push people away and not be able to afford to live in the community they already do. They want to look at balancing the needs of different users. Right now, Martin Way is very auto dominated and as they shuffle things a little bit making sure it functions as a through corridor for traffic and doesn't impede people who are looking to live in close proximity to where they work on the corridor and the streetscape is inviting for people who walk or bike and use transit. They want to look at increasing connectivity to adjacent neighborhoods. As a throughway Martin Way does not necessarily have great connections to neighborhoods and that makes it difficult for people who are walking or biking to access those areas as well. They also would like to improve continuity along the corridor. And then finally they want to look at building a sense of place. Martin Way is a place where you travel, might do shopping to pick up some things, but then leave, so how can they change that to build more of a community feel with ownership along the corridor.

Van Every indicated the future of the corridor includes population growth increasing substantially at 53% and more employment on the corridor. There is already an increase in multi-family development which will continue. This means increased congestion and conflicts between different modes of travel along the corridor. Martin Way will experience more multi-family, changes to technology and retail development. Looking at the future of transportation in 20-25 years there won't be a lot of change based on the trajectory it is on right now. There are planned projects that the jurisdictions have that will improve travel by car but will see slightly slower transit times accompany that. There will still be sidewalk gaps due to the streams and wetlands are not likely to redevelop or develop and those gaps will continue to exist. The bike lanes will also continue to be unprotected unless there is a change in the trajectory and people will be hesitant to use them. Based on existing conditions land use it is expected that the corridor will have a similar look and feel to what it does today. As properties redevelop over time there will be some small changes but they are not going to be holistic. There are over 2,300 new housing units anticipated on the corridor and about 17% of those are going to be affordable for people who make 80% or less than the area median income. There will be around 230 acres of land redevelop and not much change in public amenities and green space. There likely won't be much change in engagement or ownership over the corridor by the people that live and work there. She shared the Sustainable Thurston target pushing to get 72% of urban housing within ½ mile of an urban center, urban corridor,

or neighborhood center. Unless there is a change the goal will not be met. The plans the project partners have for the Martin Way Corridor vision is looking for an attractive mixed-use, high-density residential and commercial area where people enjoy walking, shopping, working and living. Over time, it will transition away from automobile-dominated use to a more pedestrian-friendly streetscape that also encourages bicycling and supports high-capacity transit. This is the vision that has been set by the jurisdictions for a while. Looking at future conditions it is not likely to be achieved with a 'business as usual' approach that relies heavily on market conditions to bring private investment. They looked at Martin Way in different ways to try and see how they could change transportation and land use both. She discussed performance measures to try and meet those changes. For transportation they looked at safety and business access, for those traveling by car, bicycling, bus, and walking. For land use they looked at housing affordability, visual appeal of the corridor, public spaces, and engagement for those who live and work on the corridor. They took three different ideas looking at minimal improvement, that really make small investments to improve safety and mobility for people walking and biking. They looked at moderate improvements that make big investments especially at key locations to improve safety and mobility for people who walk, bike, use transit and drive. Then the mighty improvements which is an even bigger investment at those key locations to improve mobility for all users. The minimal improvements of the corridor are really simple and include the low hanging fruit, like a painted buffer between traffic and the bike lane; a shared-use pathway with a protective barrier between I-5 and Carpenter Road; driveway consolidation (access management) to reduce the number of curb cuts for those turning on and off Martin Way accessing businesses. The moderate improvements build on that and adds in 10' sidewalk throughout the corridor; widening the existing ones and filling in the gaps; keeping the shared-use pathway with the protective barrier between I-5 and Carpenter because it is an environmentally sensitive area; and again driveway consolidation and access management. In addition to those three things, they would look at doing mid-block crossings where warranted for people to get across Martin Way; roundabouts at Pacific and Lilly, and bus pullout would be converted to in-lane stops. The third alternative is the mighty improvements where again it is building on the 10' sidewalks including through the Martin Way dip; buffered and wider bike lanes; and improve crossings and pavement markings at Lilly, Sleater-Kinney, and Duterrow; driveway consolidation; midblock crossings, and roundabouts at Pacific and Lilly. The big change on top of all that would be business access transit lanes between Pacific and Marvin. Van Every shared some information on how the alternatives stack up against each other including no improvement at \$0; minimal improvements at \$19.2M; moderate improvements at \$62.5M; and mighty improvements at \$148.5M. With minimal improvements there will be some improvements for safety for those who are biking and walking. The moderate alternatives will yield better safety for all travelers but some really good improvements for people bicycling, transit users, and walker. The mighty alternative will yield some really good improvements for safety in all those categories but the tradeoff is that it will be a little more difficult to travel the corridor by car. For business access there won't be much change for the minimal improvements, but the moderate improvements and mighty improvements people will utilize new turns for access as well as utilize roundabouts to get into those businesses rather than making left hand turns across Martin Way. Land use also has three scenarios and one is notable development with an affordable housing focus concentrating land use interventions at nodes or key intersections to increase affordable housing options. Then there is a maximum redevelopment nodal scenario again concentrating land use interventions at those key intersection to maximize redevelopment whether that is market rate housing, affordable housing or commercial development of some kind. Then the third one is corridor-wide continuity. This would implement land use interventions that enhance consistency

along the entire MWC. With nodal development they looked at two different scenarios including a primary node at Pacific and Carpenter and then secondary nodes at Lily, Ranger and Hensley. The number of nodes developed will determine how much housing is on the corridor. They looked at five different categories of land use tools beginning with zoning and development regulations and permitting processes. They also looked at different financial tools like a multi-family tax exemption and a tax increment financing district. They looked at civic investments that show investment in the corridor and act as an anchor, and public/private partnerships. Some good examples of all these things and the take away is more will have to be done than just zoning and development regulations and permitting process changes. The market study indicated that without doing more than the minimum there won't be development consistent with vision for the MWC. A good example of public/private partnerships development consistent with the vision for the corridor are Unity Commons and Merritt Manor. There will be a lot of changes in housing based on whichever scenario is chosen. Housing can be increased by taking a nodal approach or with corridor continuity. Land use alternatives show that nodal development with an affordable housing bend does a great job at increasing affordable housing and really engaging in developing public spaces accessible for people who live and work on the corridor. Simply maximizing development along the corridor means affordability will likely decrease but there will still be an increase in housing and a lot of other measures. The corridor-wide continuity alternative provides really good increases in housing, vibrancy and visual appeal, but will likely fall short of the 70% affordable house units seen today. What was learned is that with general market forces at play it will not likely meet the collective vision. It takes some type of intervention to make that happen. The corridor is too long to effectively build a vision in an economical way. A successful corridor-wide project requires the implementation of more tools.

Van Every shared the [online open house](#) and survey that is open through May 31<sup>st</sup>. Participants can take a tour of what they have learned and what they see for the corridor and provide feedback. It can be accessed through the projects website. All of it will feed back into the corridor action plan. Taking all the components that they have learned so far and the feedback they've received and really hone in on the alternatives and the pathway forward for the project partners and come closer to meeting the vision along the MWC.

*Van Every answered questions.*

*Euler* – thanked her for the presentation and inquired about the percentage of privately and publicly owned land along the throughway.

*Van Every* – indicated she didn't know the answer off the top of her head but the majority is privately owned. She is aware of publicly owned land by the city of Olympia and Thurston County by the Carpenter/Martin Way intersection. Looking at land use nodes one thing they learned is that providing publicly owned land for development is a good way to spur the development they want to see.

*Smit* – asked for a quick definition of business access transit.

*Van Every* – identified it as the right lane being dedicated for transit access only but if making a right turn you can go into that lane. It gets transit moving efficiently.

*Bonauto* – inquired about the relationship between Martin Way and I-5 and if they do modification to one how it impacts the other.

*Van Every* – shared that as part of their outreach to businesses and the public one of the things people like best about Martin Way is the access it provides to I-5. There will always be a relationship as it functions as a secondary route east/west through the community. There are some projects planned at the Martin Way Park and Ride/I-5 to make access easier for buses and increase traffic flow.

*Parkhurst* – added that they are studying I-5 and there are a number of issues there and what they have heard from some DOT staff is that it is a very fragile system and it takes very little to break it. Often people use Martin Way as an alternative. There is some funding in the new budget over the next 16 years to look at issues on I-5. Some of the early issues they are looking at are things like hard shoulder running. They have put up ramp meter signs in certain places trying to ring the most efficiency they can out of I-5. There are also some environmental issues, and some readiness issues for the military in being able to access it. There is going to be a lot of activity on I-5. The most important piece as a community in this vision is how do we move away from a car culture. There is a lot of telework and flexible hours taking people out of the commute times, encouraging vanpools and carpools and so is it necessary that every road be all about cars. So many people for a variety of reasons are trying to use other modes. The balance of what the road is for is one they continue to discuss.

*Euler* – asked Van Every to talk a little more about the different alternatives, the price tags and the timeframes. She also inquired if there was any kind of plan for resurfacing Martin Way and upgrading utilities.

*Van Every* – indicated the timeframe is basically 25 years. The cost estimates provided are planning level and not specific enough. It is a big corridor and the costs to the jurisdictions would vary. The biggest costs associated with the minimal improvements is putting the barrier in that Carpenter dip separating traffic from people who are walking/biking. Most of the costs in the minimal improvement suite is just about improving bike lanes and making it more comfortable. There are not a lot of improvements for other modes of travel. With the moderate suite of actions adding roundabouts and talking to business owners and private property owners about driveway consolidation and mid-block crossings and changing how transit functions in the travel lane it really increases the cost. The important thing to recognize in all of these scenarios that there is going to be a cost to making the improvements and it is incumbent on the jurisdictions and their partners to figure out what makes the most sense. The struggle is that the corridor is long with differing levels of investments based on when it was developed. Doing it all at once isn't realistic and it will require a game plan if the jurisdictions and partners decide to move forward. They will also have to find pots of money for it. Long story short is these are still ideas and more planning and strategizing must be done to make it more than just an idea. Van Every did not have any information on resurfacing or utility upgrades.

*Hauser* – remarked that it sounds like the plan is pretty well put together and now it needs to be sold to the different jurisdiction.

*Van Every* – responded that the plan is almost together and pointing them in a direction that says if they want to see something different, they have to do something more. They're still gathering public input and still need to talk to the jurisdictions. They hope to get the alternatives analysis and feedback report done by September, October and will be fairly

quickly after that they can get the action plan together. Hopefully it will be done by the end of the year but might be in early 2023.

*Euler* – shared that the CAC is here to give advice and would she said in somewhat crude language that Martin Way is ugly and it could really use some improvement. She applauds the planning and hopes it can happen. The price tag seems high but with grants and matching funds it can be done. Even if it is in little ways in the beginning. Having some design standards and making it look more cohesive would be a good start. Looking at other city planning and some of the design standards they do make a difference. Lake Oswego's downtown was blighted and in the same way Martin Wau is sort of blighted. Doing little things that really make a difference like some facades. She doesn't like the term pencil out when speaking of affordable housing. Affordable housing has a stigma to it so maybe get away from calling it that. It can be just a mix of housing for all levels.

*Wilson* – asked Van Every to share a little bit about the market study.

*Van Every* – added that they hired a consultant Leland Consulting Group to do a market study and basically the information they provided is helping them understand what market forces are at play and what kind of development those market forces are looking to pursue. Their analysis noted that office and hotels are probably not going to be very popular so there won't be that type of development. The market is moving more towards commercial uses and 2-3 story apartments. Looking at the vision for Martin Way it calls for having higher density of use with 4-6 story apartment or multi-family buildings, but due to the cost of land and development that won't happen. To make changes those market forces need to change and it will take some intervention. Some of the interventions they have talked about recently are reducing parking requirements so that they don't have to use up a good portion of the property for parking. It could also be providing land for development with strings attached that say the type of development that they want. As an example building multi-family or affordable housing units would receive tax exemptions. If these tools are implemented it will be feasible for a developer.

Van Every indicated she would provide a link to the [project website](#).

- B. 2021 WALK N ROLL/YOUTH EDUCATION UPDATE - (Kerri Wilson)** Wilson introduced herself and shared that she is the Youth Education Supervisor. In 2021 the program was still limited to mostly remote and outdoor activities, but they still found creative and meaningful ways to provide encouragement and education on biking, walking and rolling, and public transit to youth and families in the community. She would also share some exciting plans for 2022 some of which are already underway. In partnership with Safe Kids Thurston County (SKTC) and the North Thurston Public Schools with funding from State Farm, Walk N Roll (WNR) installed the first traffic garden in Thurston County. The miniature streetscape provides a fun and safe place for Mountain View students to practice bicycle and pedestrian safety skills in their PE classroom. The traffic garden is also open to the community during non-school hours. Mountain View Elementary school utilizes a bike bicycle fleet that the North Thurston School District owns and moves around to different schools. One of the challenges they had is that some of the kids didn't know how to ride a bike and weren't able to participate. They helped them apply for a grant from Strider for a fleet of balance bikes. They are small bikes without pedals used to teach young kids how to ride. They do also have pedal conversion kits to add when they get more advanced. This means that kindergarteners and first graders will get to learn to ride and practice bicycle

safety skills in their PE classroom. They'll also get to use the traffic garden. With funds from State Farm, WNR also got a mini fleet of balance bikes that will be used with the bike rodeo and traffic garden outreach. In addition to the permanent traffic garden they also partnered with SKTC, the City of Olympia Parks and Recreation and the Olympia Police Department (OPD) to install two pop-up traffic gardens last summer with spray chalk. These gardens were installed at Garfield and Roosevelt Elementary schools. The community was invited to visit these traffic gardens and encouraged to practice bicycle safety skills. This was a way for WNR to engage in a safe way in 2021. They also did a helmet giveaway at both schools to kick off the event. They also had a chance to hold one bike rodeo at Tumwater Spring Break camp and they did lend the kit to OPD who also used it for an event over the summer. This year there are quite a few planned. For those not familiar a bike rodeo provides youth a fun way to practice bicycle safety and handling skills through a variety of different skills courses and fun games. They also do a helmet fitting, bike safety check and a few other things to make the whole event educational and safe for all participants. In partnership with OPD, Safe Kids and Target Zero they distributed over 500 traffic safety yard signs designed by youth in Thurston County and printed with a grant from State Farm. They have about 500 left to distribute and will be taking them to events this spring and summer.

In November of 2021, they moved the earn-a-bike classes online. They hadn't done them because of the pandemic for about two years. While they prefer the in-person classes, this format allowed them to reach youth safely and they were able to hold classes all winter long regardless of the weather or how much daylight they had. It also allowed them to reach youth throughout the county and opened the classes up to 11 to 18 year old's to reach a larger more diverse group of people. They had 18 students complete the class and each earned a bike. They continued this into March, 2022 and look forward to resuming their in person classes this summer through Olympia Parks and Recreation. These classes teach middle and high school students bicycle safety and basic maintenance skills to prepare them to ride their bike independently. The students earn a bicycle that has been donated and refurbished by volunteers in the bike shop. They did resume WNR to school events. They partner with schools to help them organize the events usually held monthly to encourage youth to WNR to school instead of driving a car. They meet at a location so families can park and walk and join in the fun. Local police departments join in the walk. In 2021 they had four schools resume the events and added one more in 2022. Hopefully they will be back to their normal number of around 12 schools in the next school year.

Wilson indicated the program partnered with the winter BCC now the Bicycle Community Challenge to organize a winter bicycle scavenger hunt and they had 113 youth complete the hunt. It turned out to be a great event and did encourage more youth to participate. They had a second scavenger hunt in 2022. They tried something new in April to celebrate Earth Day to encourage youth to choose a green transportation option six times during the month, biking, walking, taking transit, or roller skating and there were 27 participants. In 2021 the program made some big changes to the school bike challenges. Previously they asked schools to organize a challenge at their school and WNR would provide prizes and support. This limited the number of schools and kids that could participate. If a school wasn't organizing a challenge then kids weren't able to participate. Now all youth in Thurston County can participate in the Youth Bike Challenge and the 2022 event is happening right now in the month of May.

Wilson shared some highlights for 2022 indicating it is off to a great start. The program is in the process of planning to install a second traffic garden at McKenny Elementary school in

the Olympia School District. This garden was inspired by the Mountain View traffic garden. Staff is working with partners to organize the first ever great Olympia Bike Rodeo Event July 30, 2022 at Isthmus Park downtown. It will be open to the public and hoping it will be a big event. They are also bringing a pop-up traffic garden to the Lacey Spring Fun Fair this Saturday with a miniature street scape made with spray chalk and will bring scooters and balance bikes to ride and practice safety skills. She shared the most exciting thing is that Avanti High School has added Earn-a-Bike classes to their PE classroom. Everyday the students will get to meet with program staff and their PE teacher and will be taught safety and maintenance skills. There are currently 21 students in the class happening now. It is going really well and they will do it again in the fall and spring of the following year.

*Wilson answered questions.*

*Smit* – asked if State Farm branded any of the bikes paid for with the grant funds.

*Wilson* – indicated they funded the traffic safety yard signs and offered to purchase the bikes with the left over funds and they do not require a logo with them. The Agency does recognize them in social media posts.

*Wilson* – inquired if there is any training about preventing bike being stolen.

*Wilson* – shared that they are showing kids how to lock their bikes properly and starting with Avanti High School kids will be given a good quality lock in addition to a helmet.

## **CONSUMER ISSUES**

- *Bonauto* – inquired on behalf of a neighbor about service transitioning from half hour back to every 15 minutes. His neighbor has been diligent and sent in a couple inquiries to customer comment address and didn't get a response. He thought it might be a good idea to follow up on how responsive staff is being.  
*Freeman-Manzanares* – indicate they do try to respond to everybody asking questions and in this particular case wish they had an answer regarding return of service dates. It is dependent upon the number of operators available. There is a big issue with finding enough to put service on the street. They anticipate having 5 classes this year and are not even pulling even with the number of individuals coming into class. Another class is starting on the 6<sup>th</sup> of June. We are behind the curve, meaning we are losing more than we are gaining. This is impacting many routes including the 13, The One, as well as Dash service. If you know 100 great people that are looking for employment, please send them to [Intercity Transit](#).
- *Peterson* – inquired about the WNR program and how it began and is funded. It strikes him as a very positive thing and he would like some program history.  
*Freeman-Manzanares* – shared that we received a small portion of grant funding and the remainder is local funds. There are a variety of programs within our youth education program. They have a walk to school program, bike shop downtown where they repair bikes for youth in the community. They teach safe bicycling programming through parks and recreation programs and school systems. The basic premise is active transportation is effective, good for the environment and everyone who rides the bus starts as a pedestrian or cyclist. And there are some basic safety skills that can help save lives. One child hit while walking/biking to school, or anywhere is one too many. It's an opportunity to help them be safe walking, biking, and riding the bus.

- Hauser – noted that she saw a line of bicycles along Wheeler and Eastside Street and she recognized that they were part of the WNR program.
- Smit – asked if anyone had suggestions for topics for presentations:

## **REPORTS**

- **April, 2022 ITA Meeting** – *Walter Smit* provided the report from the meeting including they had a presentation of the Above and Beyond Award to an operator. They had the 2021 Youth Education Update; and report from Stantec on the design for the south parcel and the new building going up on the north side of the Pattison office; and the TRPC committee report. It is the Martin Way and the existing facility is being demolished where the Maintenance building is currently. He inquired about why it is referred to as the south parcel when it is on the north side of the office. Freeman-Manzanares indicated it is because it includes the entire property and construction is happening now on the northern part and the south parcel is where the existing facility is at that will be demolished.
- **General Manager's Report** – Freeman-Manzanares provided the General Manager's report including:
  - Thanked TRPC for presenting and being present to share some important information. She encouraged CAC to please take the time and participate in the study and encourage everyone they know to participate.
  - There is a new class of operators starting June 6.
  - The Agency began the state audit process. Suzanne who is the CFO is retiring in early July and requested that they get on the state audit schedule prior to her departure and the Olympia office had no availability but since they are being done remotely another team was able to take it on. That is dedication to ask to be audited early. Staff is involved in the recruitment for the position so they can spend as much time with Suzanne as possible.
  - At the next ITA meeting staff will request final approval of the TIP and will also make a recommendation to upgrade the LTC roof and gutter system which is 27 years old, as well as a new contract for security services.
  - In June a resolution will go before the ITA for state funding requirements for those 18 and under. The Agency already has a resolution for Zero Fare on the bus and paratransit, but not vanpool. Currently they don't have any riders 18 and under but need a policy that allows them to ride for free.
  - Likely in the next 6 weeks staff will be asking CAC for feedback on the going digital campaign. The Agency stopped printing bus schedules with Covid. They were changing very quickly and continue to experience that today. As David mentioned about the 13 and The One for instance. As they have staff that can put it out on the street they would like to not have to wait to print material. This allows the Agency to be more nimble than they might be otherwise. Construction season is right around the corner and this will help with that and be more environmentally friendly. It will also allow the Agency to take advantage of the investment in website and utilize GovDelivery. Visit the website to [get connected](#).
  - The CAD/AVL system is in the implementation process now. There will be a new app that comes along with the new system that is far more advanced than what they are using today. Staff has been working with individual who might have difficulty, along with social services and schools. The new website allows them to print schedules they need. They are looking at producing videos on how to use the new system. They may



use focus groups and the CAC can help with that. It will help enhance the system and make it easier to use.

- One of IT's drivers competed in the CTAA bus driver rodeo this weekend in Louisville, Kentucky. It is meant to test all of the skills drivers possess. DAL driver Dan Savage placed second in the nation. The last time there was a state rodeo in 2019, Dave Randall took second place in the 35' coach, Dan Savage took first place in the state on what they call body on chassis which is a paratransit vehicle, IT operator Rob Wood took first in the 40' coach, and the maintenance team took first as well and the Agency was awarded grand champion for the fifth year in a row. At the last APTA International competition in 2019 the maintenance team took 13<sup>th</sup> in North America and Rob Wood took first place in 40' coach in North America. Overall the team came in second place between Oakland and Dallas.
- The Agency was notified by Congresswoman Strickland's office that the Zero Fare Bus Stop Enhancement grant had been selected as part of the 15 submissions that she sent for fiscal year 2023 Community Project Funding request. It was for about \$1.8M to address rear door boarding to help individuals safely get on and off the bus through the back door. They may know in 3-9 months whether it is successful
- Staff is in the process of applying for Best System in North America through APTA which is due Monday of next week. It goes from 2019-2021. They ask agencies to talk about everything that occurred at the system during that timeframe. Peterson - added he is very impressed and on the ground he can report that he and his wife have never had an unsatisfactory DAL experience. Drivers are always efficient and friendly and haven't found anything to complain about.

Gilman - shared that he wanted to take a quick minute to thank the CAC for their conversation tonight. They are helping him think about both the Martin Way project and Walk N Roll. He shared a few takeaways and the notes he'll share with the ITA including Lloyd's suggestion about the organizational chart and a thumbnail of funding. It is relevant for this body and the ITA and sometimes is forgotten in those introductory slides that describe the programs. With Walk N Roll the same would be true for many of the programs about how they came to be and how they are funded. It is good advice as staff is making the regular presentations about programs. On Martin Way he really appreciated Ursula's concerns expressed about how any of those scenarios presented it would still be a blighted highway with dated strip malls running through town. That is the central question and what could they really pull off to make it more welcoming and visually inviting as well as functioning better for busing, biking and walking. He was intrigued with Katrina's affordable housing model and it is making his wheels turn about what the tools are for reducing the amount of displaced people and preserving some of the current affordable housing. He appreciated the conversation.

**NEXT MEETING: June 20, 2022.**

## **ADJOURNMENT**

**It was M/S/A by DAVE BONAUTO and LLOYD PETERSON to adjourn the meeting at 7:17 pm.**

Prepared by Nancy Trail [https://intercitytransitwa-my.sharepoint.com/personal/ntrail\\_intercitytransit\\_com/Documents/CAC/Minutes/2022/20220214 February Minutes.docx](https://intercitytransitwa-my.sharepoint.com/personal/ntrail_intercitytransit_com/Documents/CAC/Minutes/2022/20220214%20February%20Minutes.docx)