

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
February 15, 2023

CALL TO ORDER

Chair Gilman called the February 15, 2023, meeting of the Intercity Transit Authority to order at 5:30 p.m. This meeting was held remotely, with an in-person component at the Pattison Street facility.

Members Present: Chair and City of Olympia Mayor Pro-Tem Clark Gilman; Vice Chair and Citizen Representative Justin Belk; Thurston County Commissioner Carolina Mejia; City of Tumwater Mayor Debbie Sullivan; Citizen Representative Don Melnick; Citizen Representative Sue Pierce; Labor Representative Kiersten Price (alternate).

Members Excused: City of Yelm Councilmember Brian Hess and City of Lacey Councilmember Robin Vazquez.

Staff Present: Ann Freeman-Manzanares; Eric Phillips; Jonathon Yee; Emily Bergkamp; Heather Stafford Smith; Peter Stackpole; Nick Demerice; Ally McPherson; Nicky Upson; Dena Withrow; Steve Krueger; Cindy Waterhouse; Pat Messmer; Jessica Gould; Katie Cunningham; Jeff Peterson; Ramon Beltran; Daniel Van Horn; Zach Heinemeyer; Kyle McPherson; Kerri Wilson; Dena Withrow; Tammy Ferris; Steve Swan; Thera Black; Michael Maverick; Jason Agüero; Kai Allen; Zion Wooten.

Others Present: Jeff Myers, Legal Counsel; Clair Bourgeois and Jeremy Mott, Community Advisory Committee.

APPROVAL OF AGENDA

It was M/S/A by Melnick and Mejia to adopt the agenda as presented.

STAFF INTRODUCTIONS

- A. Zion Wooten, Vehicle Detailer** (*Jonathon Yee*)
- B. Kai Allen, Vehicle Detailer** (*Jonathon Yee*)

PUBLIC COMMENT - None.

APPROVAL OF CONSENT AGENDA ITEMS

It was M/S/A by Sullivan and Melnick to approve the consent agenda as presented.

- A. Payroll for January: \$2,909,777.19**
- B. Accounts Payable January: \$4,396,762.45**

NEW BUSINESS

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 2 of 14

A. 2022 Walk N Roll Program Update. Walk N Roll Program Supervisor, Kerri Wilson, provided an update on the accomplishments of the Walk N Roll Youth Education Program. Wilson said in 2022 IT continued work with traffic gardens. A traffic garden is a miniature street scape where youth can have fun while practicing pedestrian and bicycle safety skills in a realistic environment without cars. In partnership with Safe Kids Thurston County and the Olympia School District, staff installed a permanent traffic garden at McKenny Elementary School. The garden is used to teach students bicycle and pedestrian safety skills during physical education classes and is open to the public when school is not in session.

In partnership with Safe Kids Thurston County, staff installed five pop-up traffic gardens for school and community events, using spray chalk. Wilson showed a photo of firefighters from McClane Black Lake Fire Department helping install a Traffic Garden they used for their bike rodeo event, and photos from the Lacey Spring Fun Fair where IT provided balance bikes and scooters, along with bicycle safety instruction to over 100 youth participants who visited throughout the day.

In partnership with Safe Kids Thurston County, Target Zero, the Olympia Police Department, and the City of Olympia, IT held the first Great Olympia Bike Rodeo. Participants visited seven stations where they learned and practiced bicycle safety skills, were fitted with a free helmet and received a bicycle safety check.

IT partnered with schools and youth organizations to hold six smaller bike rodeo events - one in Lacey for the cub scouts, one at the City of Tumwater Summer camps, organized one for Lydia Hawk Elementary School's field day event and took one to the YMCA summer camp at Hansen elementary school.

IT supported bicycle safety education in the Olympia and North Thurston school districts. There are a lot of challenges that come with teaching bicycle education in PE, but with Walk N Roll's support it is easier and more accessible for teachers. Our support included assisting with classes, bicycle fleet maintenance, transporting bikes and providing helmets and other teaching materials.

One of the challenges to teaching bicycle education in PE, is that not all students know how to ride a bicycle. This means that some students don't get to participate or in some cases teachers are using their personal time to teach the students how to ride a bike.

To address this challenge, Walk N Roll held the first Learn-To-Ride class at McKenny Elementary School and five students learned to ride a bicycle for the first time. Staff offered the Learn to Ride classes to other schools and are excited to offer more classes in 2023.

In the Walk N Roll bike shop, volunteers learned and practiced bicycle mechanic skills while volunteering 297 hours rebuilding 52 donated bicycles and performing

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 3 of 14

safety checks on 92 bicycles. These bikes are given to youth who participate in our bicycle education programs.

At the beginning of 2022, IT offered the Earn-A-Bike classes online to over 40 Thurston County youth. They learned basic bicycle safety and maintenance skills through a series of videos and quizzes and when they completed the class, received a refurbished bicycle.

In the summer of 2022, IT resumed the in-person Earn-A-Bike classes through Olympia Parks and Recreation. Staff taught 58 youth essential bicycle safety and maintenance skills through a series of hands-on activities and group bicycle rides on city streets and all participants received a refurbished bicycle, new helmet and lock.

IT established a new partnership with Avanti High School to teach students bicycle safety and maintenance skills as part of their physical education curriculum. During the Spring and Fall quarters 34 students participated in the class co-taught by Avanti's Physical Education teacher and Walk N Roll staff. All students received a refurbished bicycle.

We helped six schools in the Olympia and North Thurston school districts organize monthly Walk N Roll to School events including celebrations for national Walk and Bike to School Days. These events encourage students and their families to walk, bike and roll to school reducing traffic congestion and improving air quality around the school.

In October we organized the 2nd Youth Walk Challenge and encouraged 37 youth to get outside and walk at least 10 days during the month. To encourage more youth participation in the Bicycle Community Challenge, we organized a bicycle scavenger hunt in February with 36 participants. For May we organized a Youth Bike Challenge that encouraged 60 youth to bike 10 days during the month.

IT resumed the transit education to four schools and community groups. Youth met a bus operator, toured a bus and learned why transit is important to our community.

IT partnered with Safe Kids Thurston County to install a Sense of Place Walk around Garfield Elementary. Fourteen stations inspire youth to move their bodies while learning about their local environment, community, and history.

Highlights for 2023:

- Officially moved into the new bike shop
- All are welcome to attend an Open House, March 7 from 3:30-6:00
- Plan to begin Bicycle Education Classes out of the shop. A few are planned for this spring, including a Fix-A-Flat Class and a class about bicycling with kids.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 4 of 14

- In partnership with Safe Kids Thurston County, we will begin taking our new mobile traffic garden to schools and community events this spring.
- Offering more Learn-To-Ride Classes including a couple offered through Olympia and Tumwater Parks and Recreation.
- Expanding bicycle education program with Avanti in the fall. The school will get their own bike shop.
- Something new – offering a week-long Summer Bike Camp for students ages 8 to 10.

B. 2023 Procurement Workplan. Deputy Director of Procurement & Capital Development, Steve Krueger, provided a high-level overview of procurement projects and explained how they connect to the Strategic Plan and Goals.

Goal 1 and End Policy: Assess the transportation needs of our community throughout the Public Transportation Benefit Area. *Intercity Transit Authority, staff, and the public will have access to clear and comprehensive information related to the transportation needs of our Public Transportation Benefit Area.*

Ready access to consultant services connects to Goal 1, and Procurement will award a suite of consultant contracts to assist Development and Planning with budgeted projects and activities such as: The BRT Project; Innovative Service Zones Study; Fixed Route Transfer Study; West Olympia Service Analysis; Service Performance & Reporting; and rebidding the Nelson Nygaard short and long-term strategic planning contract that recently expired. The plan is to award an umbrella contract that includes other consultants for various disciplines that Development and Planning can pull from.

Wayfinding is the art, science and technology needed to better help IT's ridership more efficiently and intuitively navigate a transportation network. This year IT expects to award a consultant contract who will assess IT's transportation network and formulate a Wayfinding solution specific to our system, and afterwards, staff will contract with a systems integrator to implement the solution.

Goal 2 and End Policy: Provide outstanding customer service. *Customers, staff and the broader community will report a high level of satisfaction.*

Adding more Bus Stops and enhancing the bus stops to support rear door boarding speaks outstanding customer service. The 2023 budget includes \$4,390,000 to continue this work. Procurement is also working to award a new bus shelter contract this year. Last year IT refreshed the landscaping of the SW corner of the OTC property. This year we expect to tackle the final element of OTC refresh which includes replacement of the older pavers on the transit island and at transit center crossings that are trip and fall hazard at the OTC as well as the pedestrian crossings on the NW corner of Olympia Avenue and Washington Street. It is pleased with our

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 5 of 14

current supplier American Landscape Services and anticipate extending the contract for the final year.

Due to the pandemic, it cannot be overstated the importance of having high quality cleaning and sanitation services. The Janitorial Service provider continues to shine which is why IT will look to extend the contract with CW Janitorial Service for the final year of their contract.

Goal 3 and End Policy: Maintain a safe and secure operating system. *Focus on the continual improvement for the safety and security of all customers, employees and facilities.*

With the North Parcel work complete, IT is positioned to turn attention to the South Parcel which is the last phase of the Pattison Expansion and Rehabilitation project. This involves renovating and modernizing the Maintenance Building, demolishing the old Admin Building to make way for additional employee parking as well as complete other related site work on the South Parcel. All of this work is scheduled to start this spring and finish by fall of 2025.

To better protect the health and safety of our operators, Procurement will be assisting Facilities with the procurement of protective barriers in all our coaches. Maintaining safe and secure operations requires the assistance of security guard services. This last year we expanded our security coverage and awarded a new contract to Pal America which is up for renewal in the 4th quarter of 2023.

The various catch basins throughout our enterprise need to be regularly cleaned out so this year Procurement is developing a replacement contract that will provide Facilities with ready access to various service providers to better satisfy this need.

A number of repairs and improvements are planned for the Centennial Station and Procurement will provide contracting services. Repairs and improvements include:

- Parking lot engineering and drainage repair
- Restroom remodel and repairs
- Adding access control and monitoring technology.

Goal 4 and End Policy: Provide responsive transportation options within financial limitations. *Customers and staff will have access to programs and services that benefit and promote community sustainability, focused on serving the mobility needs and demands of our community.*

December 2023 Via Mobility's Scheduling Technology was selected to replace the Routematch solution that the DAL program has been using since 2006. The Via Mobility solution complements the newly implemented CAD/AVL technology and the migration to this new platform is expected to be complete over the next several months.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 6 of 14

Smart Corridors aims to implement infrastructure improvements and efficiencies to alleviate congestion and the Transit Signal Priority Project serves as a great example whereby collaborating with our government partners will enable buses to have priority passage through the busiest and most congested corridors to help buses stay on schedule. Procurement contracted with Traffic Engineering Consultant Iteris who has been assisting with the TSP project and is also available to support the advancement of other Smart Corridor related projects.

There is a Gateway Roundabout proposed for East Martin Way which supports our terminal location for future BRT service on the eastern end of the Martin Way Corridor. Funding request for Preliminary Engineering was awarded with a local match. Procurement's role is to onboard an A&E firm to provide the preliminary engineering, analysis design, environmental and ROW planning for a bus terminal facility anticipated to be located at Meridian/Martin Way (vicinity). This project is anticipated to be partially grant funded but local funding may be used to position the project for a larger FTA competitive request.

In November staff submitted a request to WSDOT to seek re-authorizations for part of the funding for two awarded Capital Projects including the BRT Station Design project and the Martin Way Park and Ride Direct Access projects. These projects have been a bit jammed up as we staff up in the wake of the pandemic and the request, if approved by the Legislature, will allow us to carry a portion of the grant funds forward through the following two-year period beginning July 1, 2023.

Preparing and planning for upcoming grant opportunities, includes WA State Bus & Bus Facilities grant program. IT will submit for additional State funding in support of the East Martin Way Gateway Roundabout. This project supports our terminal location for future BRT/Frequent service on the eastern end of the Martin Way Corridor.

Goal 5 and End Policy: Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community and support the Thurston County Regional Climate Mitigation Plan. *Resources will be used efficiently to minimize the negative impact on the environment and the community and, to the extent possible efforts will be pursued that integrate or otherwise align with broader sustainability goals.*

In the fall of 2022 Procurement competitively awarded a consulting contract to widely recognized industry leader Center for Transportation and the Environment (CTE). CTE is tasked with studying our system and help formulate our roadmap to zero emissions. The results of their analysis is targeted for completion this summer. After which Procurement expects to contract with an A&E consultant to design an alternative fuel infrastructure into our site master plan.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 7 of 14

Consultant services for zero-emissions analysis and related fleet transition and project planning, including project planning, project management and implementation services, as well as development of technical specifications for procurement processes necessary for this project. CTE's mission is to improve the health of our climate and communities by bringing people together to develop and commercialize clean, efficient, and sustainable transportation technologies.

Goal 6 and End Policy: Encourage use of our services, reduce barriers to access and increase ridership. *Educate and encourage community members to explore, appreciate and utilize the benefits of our services and programs while making the system easier to use.*

Included in our long-term plan is the goal of incorporating high-capacity corridor service which is referred to as Bus Rapid Transit or BRT. The "One" is our four-year Demonstration Project launched in November 2019 and provides limited stop, high performance, bus service between the Martin Way Park and Ride to the Capital Mall. A BRT is designed to reduce transit travel times along the most heavily traveled corridors during weekday peak commute hours. During peak times buses will serve the corridor at established stops every 15 minutes with nearly 30 daily trips in each direction.

Next up is to conduct a High Performance "BRT Light" program implementation study. This preliminary corridor review includes alternatives evaluation/analysis, environmental analysis, preliminary engineering and cost estimates and programmatic plan for federalizing project which is expected to be a multi-year study. IS plans to hire a consultant to help prepare a road map for funding and implementation.

Goal 7 and End Policy: Build partnerships to identify and implement innovative solutions that address mobility needs, access, and equity, as a service provider and as an employer. *Work with governmental entities, educational institutions, businesses, not-for-profit community partners and customers to facilitate great mobility options as well as educational and socio-economic opportunities in our community.*

In early 2021, Intercity Transit was awarded a WSDOT Regional Mobility Grant (RMG) to construct improvements at the Martin Way Park-and-Ride. The improvements include a "bus only" direct access from the northbound I-5 on-ramp into the Park-and-Ride, a new bus stop that's placed adjacent to the on-ramp, and related facility updates to improve operational safety and speed up service. The construction contract award recommendation to Tapani Inc. was approved at the February 1 Authority meeting and work is targeted for completion by this summer.

Goal 8 and End Policy: Integrate resiliency into all agency decisions to anticipate, plan, and adapt given the critical functions of transit operations. *Promote community, organizational and individual resiliency.*

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 8 of 14

Intercity Transit has been using the FleetNet software platform since 1986 to manage our administration systems. FleetNet was acquired by Avail Technologies in 2017 and transit recently implemented Avail's Computer Aided Dispatch/ Automatic Vehicle Location (or CAD/AVL) solution within our system. The FleetNet user interface is outdated and Avail recently announced they are terminating support for the FleetNet platform effective July 1, 2023. Consequently, this year we'll be migrating to Avail's Enterprise Transit Management Software. Along the way, transit seeks to partner with a highly qualified and experienced consultant to help us determine if transit should stay the course with MyAvail or if would be better served to migrate to a completely different ERP solution.

IT's existing General Legal Services contract reaches its end of life in March and a new replacement solicitation was recently posted. We expect the replacement contract will be awarded prior to the existing contract expiration date.

Keeping our properties and buildings in working order poses quite a challenge to the Facilities Department. This year, Procurement will work with Facilities to contract with a qualified consulting firm to perform a 30-year major maintenance assessment of our properties and buildings to help inform and devise an Asset Management Plan. Facilities is looking to acquire a related Facility Management software solution to assist with maintenance work.

Maintaining a safe and secure operating system is a never-ending project requiring access to a variety of contractors. This year we'll be assisting Facilities with a variety of procurements and contracts related to:

- Awarding a Standby Generator in support of the OTC building.
- Working with the Painting Consultant in closing out the OTC, LTC and Centennial Station Painting work.
- Begin the process of relacing gutters at the LTC.

IT awarded Maul Foster & Alongi a contract in 2022 to support Marketing and Communications efforts and Procurement will extend the contract another year and recently authorized an additional \$350k in funding. Over this year, Intercity Transit expects to partner with MFA on continued recruitment efforts, vanpool marketing, and strategic community communications.

To help promote the vanpool program, IT contracted with Western Graphics to install and maintain the vinyl wrap package our vanpool and EV's sport. The Authority recently authorized additional funding to the existing contract but it will reach the end of its life this summer so Procurement will rebid later this year.

Krueger gave a shout out to the Procurement team: Michael Maverick, Tammy Ferris, Katie Cunningham, and Jeff Peterson.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 9 of 14

- C. Roadmap to a Zero Emissions Fleet.** Fleet & Facility Maintenance Director, Jonathon Yee, provided an update on the zero-emissions fleet transition study.

Yee said the maintenance department consists of two groups – facilities and maintenance management and fleet. Facilities consists of 15 employees who manage all of the bus stops and shelters in our service area as well as all of facilities and grounds. In addition to our grounds, there are agreements to maintain the Hawk Prairie and Martin Way park and rides and we are the lead agency responsible for maintenance and support of the Centennial/ Amtrak station, currently staffed by volunteers.

There are just under 400 vehicles in the fleet maintained by 58 FTE. They fuel every vehicle, clean the vehicles, and part of the 58 FTE are detailers and fuelers, and the rest are technicians and other service staff.

Yee said a contract was awarded last year to CTE for the zero emissions analysis. They are bringing another familiar partner, Nelson Nygaard, along as a subconsultant as well as Hatch LTK for some of the work involved in this project. CTE's primary focus is on zero emission transportation, and they have a number of projects across the country with partners who are interested in improving the environment.

Intercity Transit's primary goal was to perform an analysis of both current and future - what we can see on the emerging horizon for zero emission vehicle technology to help us make a decision for what our transition plan looks like. We want to understand all the barriers, constraints and risks associated with those different technologies as they relate to the service that we provide and to our fleet and the constraints of our facilities. While we're evaluating the opportunities, we need to keep at the forefront our priorities as a transit provider, to fulfill the promised made the community to provide additional services.

Considering the full life cycle emissions or well-to-wheels, we're not only looking at what's coming out the tailpipe of the vehicles, we're looking at where that energy or the fuel comes from all the way through powering the buses and the different vehicles.

Yee provided an overview of what the project looks like, first looking at baseline of our fleet and the feasibility of different technologies and looking at alternatives that are available and hopefully selecting and developing our transition plan as a high-level project approach. We're currently in the service assessment for inching into the fleet assessment piece and concurrently Nelson Nygaard is helping us with the emissions inventory so we understand the baseline.

Yee provided a view of the overall project schedule and went on to talk about Zero Emission Bus 101 – what zero emission buses look like.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 10 of 14

Why Zero Emission Buses?

- Cleaner, lowers transit's contribution to climate change
 - Zero tailpipe emissions
 - Lower source emissions
- More efficient, lower energy consumption
- Quieter, Preferred by passengers
- Lower maintenance costs
- Lower fuel cost in some parts of the country
- US-produced fuel source, predictable fuel cost
- Innovative technology

Yee dived into Zero Emission Bus Battery Technology and understanding how much of the battery is usable for service and why it's critical for planning deployment since it's one of challenges we've been considering for a while. It's not like a 9 Volt or a C battery that you put into a flashlight. These batteries are very advanced and have some control and circuitry within them and they are programmed to protect themselves. We look at a certain amount of minimum limit that is unusable and that protects the battery and its components. And then there's a reserve limit that limits how much is available total capacity-wise to drive the bus down the road, and when we're charging batteries we never charge to 100% of the stated capacity from the manufacturer. Yee presented a graphic showing statistics of batteries as they age. He said we can't count on the full capacity that we had when the battery was new and we still have those same other limitations within the usable service energy of the battery.

Yee shared a graphic showing how electric battery, electric buses and fuel cell electric buses are similar. They both use an electronic motor to drive the bus or the wheels and an inverter, and they all have batteries that provide the electricity to that drive motor. The difference becomes how we top off those batteries or how we fuel the buses. Most transit systems charge at their base and that would be the focus for Intercity Transit. Some transit systems, in order to get the range that they need, are also charging out on route, and there's infrastructure that goes along with that.

The transit systems operating them now get a longer range because that fuel cell, which uses hydrogen to create electricity through a chemical process, is able to charge that battery. You need fewer batteries and you can go a longer distance. And typically transit systems are only fueling them once a day, the same way that we fuel our diesel buses right now.

Yee provided an overview of the milestones Intercity Transit has reached.

- Held a kick-off in mid-November.
- Bi-weekly project meetings to review project status.
- Initial data provided and analysis is underway.
- Current work in progress:

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 11 of 14

- Service assessment – baseline and feasibility of each technology
- GhG emissions analysis

Yee reviewed the modeling and simulation approach and provided an overview of how we're looking at applying the different technologies to our service model. CTE is using specifications from different zero emission bus manufacturers and from their real-world experience from other customers and other trends they have implemented and are sharing that information. Intercity Transit is combining that into a look at what our service data looks like, which was provided by the Planning department. We're looking at two different scenarios for the simulations. One is nominal and primarily used for how much energy we're going to need in either case and that is based on average or best-case conditions with pretty flat average temperatures where we don't need a lot of extra heat and that gives us an idea of energy consumption. And then on the strenuous side is the coldest days of the year, the most hills, the most traffic stop and go per se for our express routes. And that's what we're using to look at block feasibility because if we plan to implement technology based on the good days which would be the nominal days, we could run into trouble. During the recent ice storm a month ago some of our neighboring transits shared data about the performance of their zero emission vehicles in those extreme cold temperatures, and it was pretty surprising the loss of efficiency in those situations. IT wants to make sure we're looking at worst case scenarios before we put buses out on the road.

Yee spoke briefly about the greenhouse gas analysis. We asked for a look back to 2010 so we could quantify how our decisions to date and all the actions have impacted emissions in our community, and then we also asked to develop this in such a way that we are left with a tool we can continue to look at and update in future years or as we consider implementing different technologies so that we can try to forecast, and or report annually on what our emissions profile looks like.

Yee said there is an EPA mandate to reduce emissions just from the engine manufacturers, and in Q2 of 2022, IT removed the last of the pre-2010 buses from the fleet. We're operating in that extreme low as far as PM particulate matter and oxides of nitrogen emissions. Different fuels we've had in use and the different amounts or estimated amounts of emissions reduction compared to a diesel baseline. Yee shared a preview of where we were pretty close in our data. IT just transitioned to full renewable diesel, which is called R99 in the industry. It's made from plant stock versus fossil fuels and is a drop in replacement for conventional diesel fuel. We've been running mixes of renewable diesel since 2020 with no negative impacts on our fleet or performance and made the step to move to R99 this year as a another notch in our emissions reduction.

We are in the process of receiving the 12 Toyota Sienna hybrids for the vanpool program, and sometime soon we should see the two Chevy Bolts full EV.

Yee said next steps include continuing on with this project and see it through to the end with CTE. Meanwhile, we're going to stay involved with all these groups that we've

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 12 of 14

been staying in touch with and follow and continue talking to our partners across the country about their experiences and lessons learned. As we as we get through the rest of the analysis and start to develop a zero emission transition plan we'll be looking for grant funding.

COMMITTEE REPORTS

Thurston Regional Planning Council. Mayor Sullivan said TRPC met February 3. The Council elected officers – Hilary Seidel is the Chair; Clark Gilman is Vice Chair; Joe DePinto is Secretary. Chair Seidel asked for volunteers to serve on the Executive Director Subcommittee, and volunteers include Mayor Sullivan, Seidel, DePinto, and councilmembers Cox, Stearns and Evans.

Council received a presentation on the Deschutes Estuary. Sullivan said a lot of people in Tumwater and Olympia are familiar with this particular presentation. The presentation can be found here:

[CLDE: Draft EIS Key Findings \(July 2021\) \(trpc.org\)](#)

There was an overview to kick off the 2023-2025 Strategic Plan. The presentation can be found here: [Rochester/Grand Mound Trail Feasibility \(trpc.org\)](#)

Council received an update on the Legislative session. And lastly, Helen Wheatley provided an update on the last Puget Sound Regional Council Growth Management Policy Board meeting. Here is a link to House Bill 1181: [1181 HBR LG 23 \(trpc.org\)](#)

Transportation Policy Board. No report for the February 8, 2023, meeting.

Community Advisory Committee. No Report for the February 13, 2023, meeting.

GENERAL MANAGER'S REPORT

Freeman-Manzanares recognized IS Senior Business Intelligence Developer, Lee Peterson on his graduation on February 16 from IPMA Leader Path. This is a professional IT program that fosters networking, collaboration, innovation and development of leadership skills and IT recognizes Peterson for his dedication working to achieve this professional certification.

Freeman-Manzanares shared service and ridership statistics for fixed-route. Intercity Transit is at 74% of pre-COVID levels of service and that is taking into consideration that IT increased service by 24% between December of 2018 (immediately after the successful November 2018 ballot measure) to March 2020 (at the beginning of COVID restriction but this allow us to expand to NE Lacey). With 74% of service, our ridership is 76% of pre-COVID levels of ridership. This is important because ridership is exceeding the level of service that IT currently has on the street.

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 13 of 14

IT's calculation point for ridership is the year prior to COVID - March 2019 through February of 2020 and that includes the fact that IT went zero fare in January 2020 and that ridership increased by 20% that month and it increased by almost 40% in February 2020. These are really impressive numbers even as we struggle to come out of this post COVID time period. Ridership is increasing and we are building back service as our employee base allows. IT is moving to 77% of pre-COVID levels of service with a March service change. Dial-A-Lift is at 85% of pre-COVID levels of ridership.

We are in the midst of the February Winter Bicycle Commuter Challenge. There are 273 people logging miles so far and the participants have ridden almost 11,000 miles in the first two weeks of February. We're hopeful to match last year's number for riders. Duncan Green has returned and is in the early stages of developing this year's theme for the BCC. Green reported it is light-hearted and revolves around a photo of an owl he took last summer. He can't wait to share the finished product and hopes the Authority, CAC and community enjoy it. May is Bicycle Community Challenge month.

Everyone is encouraged to attend the Walk N Roll Education Center Open House on March 7th from 3:30 to 6:00 p.m. Staff will host an exploration of the bike shop showing how Intercity Transit is creating a community that supports walking and rolling and bicycling as practical forms of transportation. There will be family-friendly activities, prize drawings and snacks.

Freeman-Manzanares referred to the presentation on the Roadmap to Zero Emission by Jonathon Yee. Staff appreciates the opportunity to pursue a very thorough evaluation of next generation vehicles and fuels and IT understands there is a holistic vision in terms of Intercity Transit meeting the long-range plan and the service promises made to the community about more service, more frequency, more span, innovative services, more service to more areas. Along with the zero fare focus, and the desire to raise ridership.

AUTHORITY ISSUES

Sullivan reported at the last ITA meeting that the WSDOT I-5 Executive Advisory group held their first meeting last month regarding Marvin Road to Mounts Road improvements, and noticed Pierce Transit was represented, but Intercity Transit was not. However, Freeman-Manzanares said Intercity Transit has been invited to the table.

Sue Pierce said she was in northeast Olympia late in January and noticed two Everett Transit buses in the Walmart parking lot plugged into the electric charger. It never occurred to her that electric vehicles were able to just pull into a parking lot and plug right into a charger.

EXECUTIVE SESSION:

Intercity Transit Authority Regular Meeting

February 15, 2023

Page 14 of 14

Chair Gilman recessed the meeting at 7:01 p.m. to go into an Executive Session to discuss the qualifications of an applicant for public employment as allowed by RCW 42.30.110(1)(g).

Attending Executive Session: Clark Gilman, Justin Belk, Debbie Sullivan, Carolina Mejia, Sue Pierce, Don Melnick, Kierstin Price, Ann Freeman-Manzanares, Heather Stafford, Jeff Myers, Pat Messmer.

The Authority came out of Executive Session at 7:32 p.m. and reconvened into regular session.

ADJOURNMENT

With no further business to come before the Authority, Chair Gilman adjourned the meeting at 7:33 p.m.

INTERCITY TRANSIT AUTHORITY

Clark Gilman

Clark Gilman, Chair

ATTEST

Patricia Messmer

Pat Messmer
Clerk to the Authority

Date Approved: March 1, 2023

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