

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
January 17, 2024

CALL TO ORDER

Chair Gilman called the January 17, 2024, meeting of the Intercity Transit Authority to order at 5:30 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Chair and City of Olympia Councilmember Clark Gilman; Vice Chair and Community Representative Justin Belk; City of Lacey Councilmember Carolyn Cox; City of Tumwater Mayor Debbie Sullivan; Thurston County Commissioner Carolina Mejia; Community Representative Sue Pierce; Community Representative Don Melnick; Labor Representative Mark Neuville.

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

Staff Present: Emily Bergkamp; Ally McPherson; Amanda Collins, Brian Nagel; Daniel Van Horn; Dena Withrow; Eric Phillips; Jana Brown; Jason Aguero; Jessica Gould; Katie Cunningham; Nathan Davis; Pat Messmer; Peter Stackpole; Steve Krueger; Tammy Ferris; Zach Heinemeyer; Thera Black; Matt Kenney; Nick Demerice; Michael Maverick; Jonathon Yee; Heather Stafford; Cameron Crass; David Dudek; Staci Revel; Chad Edwards; Zachary Rose; Ray Sigmon; Ryan Vane; Rob Rinehart.

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

STAFF INTRODUCTIONS

- A. **David Dudek, Service Impacts Supervisor** (*Cameron Crass*)
- B. **Ops Supervisors Chad Edwards, Zachary Rose, Ray Sigmon** (*Cameron Crass*)
- C. **Nathan Davis, Senior IS Tech** (*Rob Rinehart*)
- D. **Ryan Vane, Facilities Tech** (*Staci Revel*)

APPROVAL OF AGENDA

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

PUBLIC COMMENT - None.

APPROVAL OF CONSENT AGENDA

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

- A. **Payroll December:** \$2,938,763.35
- B. **Accounts Payable December:** \$2,915,221.87
 - Warrants: \$2,905,639.42
 - ACH Payments: \$9,582.45

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NEW BUSINESS

- A. OCPC Outcomes.** Dena Withrow, Operations Director, provided an update on the Operations Communication and Policy Committee also known as OCPC. OCPC is a platform for Operators to report issues and offer solutions while maintaining a shared purpose with agency leadership.

The purpose of OCPC is to improve the safety and quality of service IT provides to customers and troubleshoot issues Operators face during the course of their duties. Operators are on the front line and are IT's best source of feedback. OCPC members and staff from Maintenance, Facilities, Planning, Marketing, Operations, and Executive attend weekly meetings.

The committee is comprised of Operators who serve a five (5) bid term. The meetings are led by the most senior member of the committee. A wide variety of topics are discussed from communications to logistical considerations regarding fleet and facilities and more.

Withrow said there are representatives from each department (Planning, Marketing, Facilities, Maintenance, Operations and Executive) who attend the OCPC meetings take the suggestions and issues submitted by OCPC and do their best to implement and/or rectify them. Withrow shared many of the completed tasks that resulted from OCPC's participation.

- B. Zero Emissions Transition Recommendations.** Jonathon Yee, Fleet & Facilities Maintenance Director, shared the recommendations for fleet transition based on the recent Zero Emissions Analysis completed by the Center for Transportation and the Environment (CTE).

CTE was awarded the contract for the full analysis of our fleet to gain an in-depth understanding of the impacts and costs related to transitioning Intercity Transit's fleet to zero-emissions technology. The results of this initial analysis have provided information for the development of our zero-emissions fleet transition plan which will include short- and long-term plans for implementation of emission-free technology for the agency. The transition plan will be finalized in 2024 and include project information related to grant funding awarded in 2023 by the Washington State Department of Transportation for hydrogen fuel-cell demonstration projects.

After taking a brief look back at the beginning of this process, Yee reviewed the analysis results:

It's been verified that if we were only looking for a one-to-one replacement (diesel or battery electric) for zero emission, only 30% of IT's service would be a feasible fit for that technology. Therefore, we researched other options.

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Yee reviewed a summary cost-wise of the different technology solutions we were looking at compared to the baseline of hypothetically continuing to buy only diesel buses, and diesel fuel, between 2023 and 2050. Considering there's no infrastructure needs for this baseline option, the total cost would be \$475.3M. We ruled out battery electric buses only charging on base as a solution, because even out to 2050 we still have only 83% of our services feasible using that technology. This means we're looking at the remaining 3 options: Battery Electric w/depot and on-route charging (\$624.8M); fuel cell only (\$695.4M); or a mix of these two options (\$645.5M). The good news is in most cases the energy to drive our fleet should cost less down the road. Here is a look at the entire table Yee referred to:

Total Cost of Ownership	Baseline	BEB Depot Charging Only	BEB Depot and On-Route Charging	Mixed Fleet (BEB/FCBE)	FCBE Only
Fleet	\$270,264,000	\$408,825,000	\$468,644,000	\$477,540,000	\$493,523,000
Fuel	\$109,293,000	\$71,148,000	\$50,543,000	\$71,297,000	\$102,052,000
Maintenance	\$95,730,000	\$81,464,000	\$73,971,000	\$79,948,000	\$88,172,000
Infrastructure	\$-	\$10,598,200	\$21,599,000	\$17,677,000	\$11,636,000
Total	\$ 475.3 M	\$ 572 M	\$ 614.8 M	\$646.5 M	\$ 695.4M
Compared to Baseline	-	+ \$ 96.8 M	+ \$ 139.5 M	+ \$ 171.2 M	+ \$ 220.1 M
% of Blocks Achievable by 2050	0%	83%	100%	100%	100%
Cumulative Metric Tons of CO ₂ e Reduced	-	~70,000	~108,000	~62,000 - 113,000	~0 - 121,000

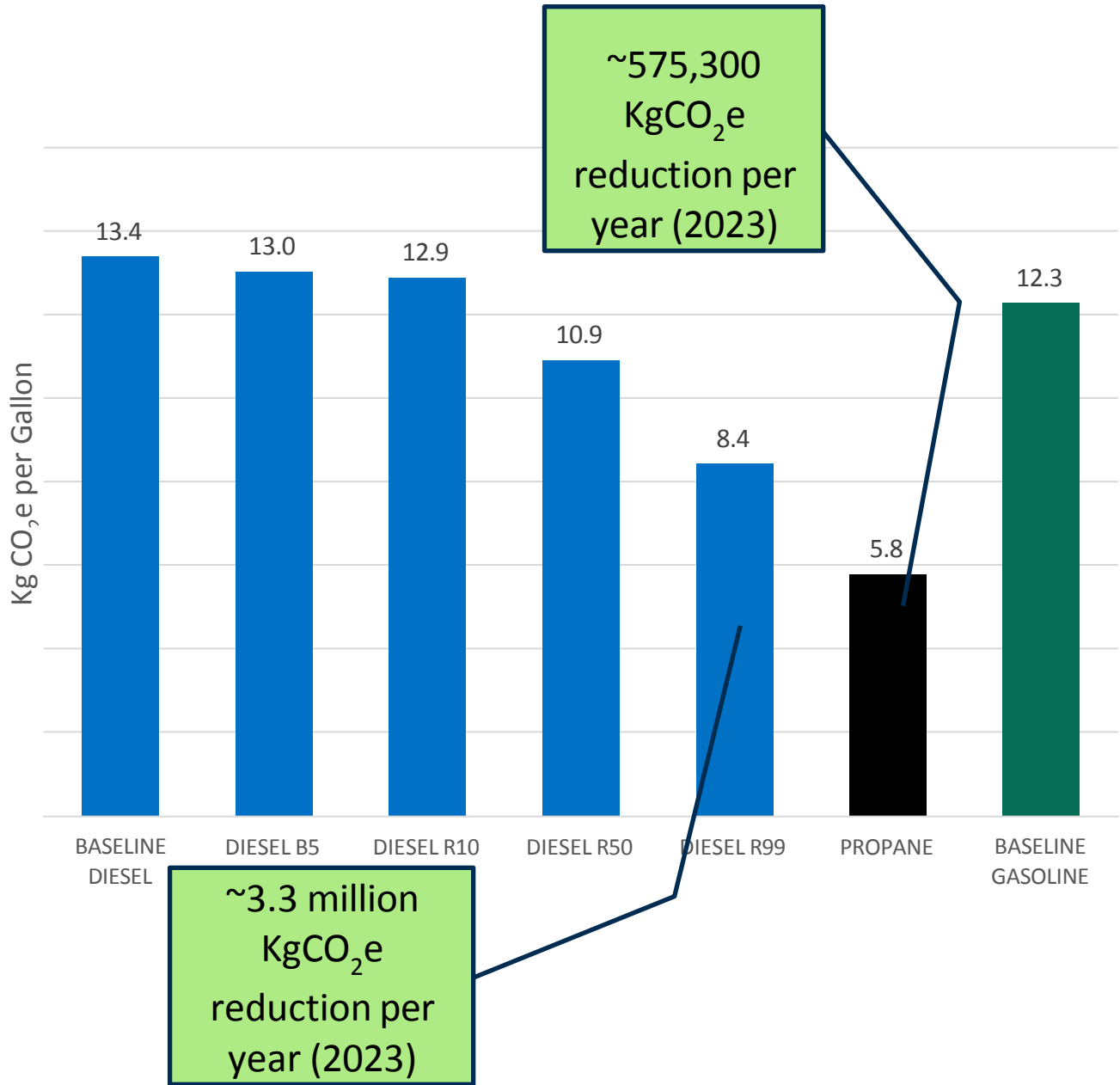
Assumptions:

- 100% ZEB purchases beginning in 2026 for fleet replacement.
- Infrastructure totals DO NOT include property acquisition or utility upgrades.
- Fuel costs:
 - Hydrogen = \$8.61/kg -
 - Electricity = \$0.081/kWh, Demand charges \$11.16 - \$15.24/kW (actual charging rate structure would be negotiated)
 - ~6MW needed for BEB Depot Charging
 - No solution for resiliency included.

All technologies, whether battery electric or fuel cell require significant effort and cost. It's just whether we put it up front for fuel cell buses because we have to install the infrastructure to be able to grow the fleet or we start small with battery electric buses and need to scale that infrastructure larger and larger to be able to support this for the whole fleet.

Yee reviewed well-to-wheel emission factors looking at the choices made so far and what we looked at for fuel choices over the years. Staff did some rough calculations based on these numbers and already today in our fixed route fleet we've reduced greenhouse gas emissions by about 3.3 million kilograms in 2023 alone. By using renewable diesel, and using propane in the DAL fleet, we saved almost 600,000 kilograms of greenhouse gases. Below is the chart Yee's referring to.

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Here is a chart showing cumulative emissions - all scenarios:



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Yee reviewed the recommendations starting with Fixed Route Fleet transition:

- We received grant awards for fuel cell demonstration projects from WSDOT.
- Moving forward with up to 5 buses and fueling technology and we've started the work on all aspects of that and will share more as we proceed.
- Because fuel availability is still a concern across the country regarding hydrogen, and because of the results of the analysis, and battery electric may have a place in our fleet in 2026 when the next group of buses are due for replacement, we'll consider buying up to 3 battery electric buses. Part of the reason for the low number instead of 5 is we believe we can do this without significant electrical upgrade from our utility provider. We should be able to charge 3 to 5 buses without major cost. This would be a relatively easy transition and it puts both technologies in our hands to be able to test on the road and in our service. For the remaining 5 buses due in 2026 we're recommending buying 10 diesel buses. We looked at the possibility of buying hybrids. We're not sure hybrids will be available for very much longer. Commons, the engine manufacturer, hasn't produced a certified engine to couple with the hybrid technology, and the next time that will be available is 2025 or 2026.

Dial-A-Lift Fleet transition:

- We like the possibility of hydrogen across the board but we're not seeing the vehicles show up in all markets. We have another 12 buses due in 2025 and it's recommended we purchase propane and continue to keep emissions as low as possible with internal combustion. In 2027, a year after implementing the three battery electric buses and install charging for the fixed route fleet we would have installed the chargers for these two buses back in 2026 or started the process, so in 2027 when ordering these two battery electric DAL vehicles, we'll already have the chargers in place. The other 12 buses due that year would be propane and there would be a gap in the replacement cycle until 2031. We believe we'll have a better view over the next five years around 2028 when we figure we will begin infrastructure deployment, whatever that

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might be. Currently, the assumption is that battery electric will still be the primary technology then.

- California has been the driver of the manufacturing of these vehicles. They created mandated deadlines for transition, which is pushing all the manufacturing and they're well through the heavy-duty bus cycle and that's maturing pretty well. Their next phase is going to be in this cutaway type market, so we might see some changes over the next few years and maybe hydrogen becomes more readily available or a more realistic option, but spending as much as we do for a coach today, to get into the hydrogen market doesn't make a lot of sense to us right now.
- In 2031-2032 and beyond the chart is showing battery electric, which is another possibility. We're going to create a transition plan based on these recommendations and then we're going to revisit it every couple of years as we stay close to the industry and watch what other transits are doing. We'll see these numbers change and the plans change, but what won't change are replacement cycles. We know what those timelines are, and we can decide how to mix them.

Vanpool Fleet transition:

- Vanpool is unique in the way the service is operated and we don't see the vehicles every day. It's a challenge to think about putting battery or other technology out there if it's not near someplace where clients can fuel them. However, there is a rule that Washington had commended that says by 2035 all light duty and medium duty vehicle sales will be 100% zero emissions. We have some time to see what that looks like throughout the state and begin to partner with our customers and their employers to figure out how to accomplish this because we will need to address it at some point. Currently, no mini-vans are available and that's IT's preferred platform and charging is a significant concern.

Non-Revenue Fleet transition:

- The non-revenue fleet is similar - these are the work trucks and vans, and passenger vehicles staff use. The same zero emission law applies, and we need to be looking for alternatives, and by 2035 we won't be able to buy anything but zero emission vehicles. We have been replacing some of the aged fleet with plans to continue that because typically these are 10-year vehicles.

Yee reviewed next steps:

- Phase II:
 - Review Analysis results for decision making - Q4/2023

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- Create Fleet Transition Plan – Q1/2024
 - Comprehensive plan to include all FTA requirements and change management plans (review and refresh as needed)
- Phase III:
 - ZEB implementation – grant funded demonstration projects.
- Site Master planning - Based on long-term transition plan.

COMMITTEE REPORTS

A. Thurston Regional Planning Council (Jan. 12). Sullivan said Marc Daily provided an overview of TRPC's 2024 Consolidated Operating Budget and Pay and Classification Plan. The Council approved the budget and Plan as presented. The full presentation can be found here: [PowerPoint Presentation \(trpc.org\)](#)

Chair Seidel reviewed the process for officers who are elected each year and called for written nominations to be sent to Burlina Lucas by January 19, 2024. Nominations will also be taken from the floor at the February 2, 2024, Council meeting.

Emily Bergkamp and Jonathan Yee provided a presentation on Intercity Transit's Zero Emissions Analysis. The full presentation can be found here: [Zero-Emissions Workshop Debrief Jonathon Yee August 16th, 2023 \(trpc.org\)](#)

Staff presented proposed amendments to the Unified Planning Work Program (UPWP), which include \$1.46 million in funding for four projects (Freight Mobility Strategy, phase 1 of a Regional Multimodal Level of Service, a Bicycle Connectivity Strategy, and a Vehicle Miles Traveled (VMT) reduction work program); adding two new (Regional Carbon Reduction Strategy, and Regional Trails Work Program) and revising one existing (phase 2 of a Regional Multimodal Level of Service) unfunded need; updating revenue and expenditure tables to reflect \$226,464 more in funding than we anticipated from SFY 2023; and correcting Member Kmet's title to reflect he is an Emeritus Representative and not an Emeritus Business Representative. The amendments originally included an industrial lands analysis, but Thurston County recently completed an analysis and so this is no longer an unfunded need. The presentation can be found here: [PowerPoint Presentation \(trpc.org\)](#).

B. Transportation Policy Board (Jan. 10). Belk reported Marc Daily announced TRPC was awarded a \$332,520 grant to complete a Regional Safety Plan through the [USDOT's Safe Streets for All program \(SS4A\)](#). This funding is well timed to tie together a lot of the work being done across the region on safety issues as well as identify and highlight priority strategies and projects that will be eligible for future funding rounds. The project will begin in mid-2024 and is estimated to take two and half years (mid-2024 – late 2026).

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Staff provided an overview and the Board adopted the TPB 2024 Meeting Schedule with no changes.

Staff provided an overview of the election process for the TPB officers. Both Chair Ryder and Second Vice-Chair Radcliff Sinclair are willing to serve in their current roles. First Vice Chair Madrone will step away from the TPB, and this position will be vacant.

The City of Olympia and Thurston County requested amendments to the 2024-2027 RTIP. The Policy Board approved the amendments to the following projects:

- City of Olympia - Fones Road - Transportation - Improvement project.
- Thurston County - Tilley Rd S - Old Hwy 99 SW to Goddard Rd SW - Reconstruction project.
- Thurston County - Green Cove Creek Fish Barrier Removal - Phase 1 - Culvert replacement.
- Thurston County - Green Cove Creek Fish Barrier Removal - Phase 2 - Planning project.

TPB received the same presentation as TRPC on the Unified Planning Work Program. The TPB discussed the need to start a regional conversation on a maintenance set-aside for trails now, even if the funding for a full trails plan work program is unfunded in 2024.

The Board received the Zero Emissions Analysis presentation by Emily Bergkamp and Jonathan Yee.

GENERAL MANAGER'S REPORT

Intercity Transit welcomed the first class of 19 Operators for 2024. Class 24-01 started on January 15.

Lots of winter weather preparations took place last week and this week. Operating in winter weather is one of the most challenging, labor intensive things the Operations, Facilities and Maintenance work groups go through. Facilities staff were out laying down de-icer and making other preparations to make sure our facilities are safe for employees and passengers alike.

Operations Supervisors are out in the system in the very early morning evaluating the condition of the routes. Before the first bus pulls out of the yard, it is essential they determine which of our routes will be on detour.

On days of inclement weather, both Fixed Route and Dial-A-Lift Dispatchers have their hands full responding to phone calls and radio calls.

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Maintenance and Inventory staff have continually prepared to ensure the auto-chain system is functioning properly, and repair parts are stocked, so Operators have access to this vital technology as they navigate through slippery parts of town.

Our Operators bravely report to work and hop into a Dial-A-Lift van or 35–40-foot bus, to make sure the community can get to work, doctor's appointments, dialysis, and more, in the snow and ice. Most of us avoid travel at all costs when it snows, but these folks meet it head on with the mental weight of keeping their passengers safe while driving in inclement weather. If buses get stuck in the snow, Operations Supervisors, Facilities and Maintenance staff respond as a team to do everything in their power to get buses back on track.

There are other support functions that keep us rolling in winter weather, too. The Planning staff updates the Foul Weather Plan annually, with pre-planned detours and are on call after hours and over the weekend so they can get detour information out to customers. Customer Service staff answer many phone calls about what routes are impacted and work in concert with Marketing and Dispatch to stay up to date to communicate system impacts accurately to our passengers.

Bergkamp encourages everyone to thank these staff members for their commitment to not only Intercity Transit, but to our broader community when they themselves, like many of us, have kiddos at home with late starts or school cancellations. The Robert Frost poem, "Stopping by Woods On A Snowy Evening" states their experience aptly: "The woods are lovely, dark and deep, but I have promises to keep, and miles to go before I sleep, and miles to go before I sleep."

Intercity Transit had the honor to provide transportation for members of the Nisqually Tribe traveling to the unveiling of a small model of the Billy Frank Jr. Statue on January 10 at the State Capitol. The Tribe posted on Facebook that two copies will be made. A full-size statue will be installed at the National Statuary Hall in Washington, D.C. and a smaller version installed at the state Capitol Building. The statue design was created by Seattle artist Haiying Wu and approved by the Billy Frank Jr. National Statuary Hall Selection Committee.

President and CEO of the Thurston County Chamber, David Schaffert, invited Bergkamp to attend their Board meeting last week to introduce herself as the new General Manager and provide an Intercity Transit update on high level subjects, issues, and opportunities. The Chamber has been very supportive of IT and the role it plays in support of community, people, and businesses. It was a great opportunity to reconnect with the Chamber in this manner.

Since the start of the pandemic, IT has been allowing members of the public to call into our meetings and watch via livestream on the Facebook page. Due to changes in the way Facebook organizes content, this is no longer a reliable option. Instead, members of the public will have three ways to participate in meetings moving forward.

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1. Attend in person. Having moved to hybrid meetings, members of the public can attend meetings at the Pattison facility.
2. Dial into the meeting via telephone.
3. Join the meeting via teams as a meeting observer. A link will be provided to allow members of the public to register and join the meeting as an observer. When they join the meeting their camera and microphone will automatically be turned off. If they wish to provide public comment, they can email the Clerk of the Board and those controls can be toggled on for that portion of the meeting.

This is the method Sound Transit and several other agencies have adopted. For Authority members, staff and invited guests nothing will change in how they join the meeting remotely. This will increase transparency since it removes the requirement for someone to have a Facebook account to observe the meeting. It also exceeds the Open Public Meeting Act requirements for public agencies. We will begin advertising this change between now and the February meetings.

AUTHORITY ISSUES

Cox said construction will begin in March on a six-month project installing a roundabout in Lacey at Carpenter Road and Britton Parkway which will cause temporary closures. Dena Withrow suggested staff from our Planning department be a part of the discussion when the construction company is selected to make sure the roundabout will offer a safe access to a 40-foot coach. Cox will connect Withrow to someone in Public Works.

Belk referred to the high-capacity transit study and presentation that the consultant did for TRPC and TPB. Here are the links:

[TRPC High Capacity Transportation Findings \(fehrendpeers.com\)](https://www.fehrandpeers.com/transportation/2023/01/17/trpc-high-capacity-transportation-findings/)

[TRPC High Capacity Transportation Findings \(fehrendpeers.com\)](https://www.fehrandpeers.com/transportation/2023/01/17/trpc-high-capacity-transportation-findings/)

[TRPC-High-Capacity-Transportation-Findings](https://www.fehrandpeers.com/transportation/2023/01/17/trpc-high-capacity-transportation-findings/)

- Express bus and vanpool are existing HCT options that can be further enhanced.
- Not enough density for the foreseeable future to support light rail.
- Household and employment densities are marginal for commuter rail.
- Any HCT expansion will require additional transportation revenue and more collaboration between agencies in Pierce and Thurston County.

When WSDOT and partners figure out how to get the HOV program and what to do with the I-5 down from JBLM through Tumwater, this will allow express bus to be better.

Sullivan said the Trosper roundabout is scheduled for completion in August. The onramp to northbound I-5 will be complete in April.

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Pierce appreciates all staff involved in keeping everyone safe during the cold snap. The Operators remained cheerful and pleasant and kept the buses going on time. She also thanks the Operators for getting close to the curbs.

Gilman said he's grateful for everything IT staff did through the cold weather, and he appreciates the all-door boarding and removal of the plexiglass. He understands the need for figuring out what the next operator compartment and the future of the bus and the most secure and safe way for the operators to be housed.

ADJOURNMENT

With no further business to come before the Authority, Chair Gilman adjourned the meeting at 7:10 p.m.

INTERCITY TRANSIT AUTHORITY

Clark Gilman

Clark Gilman, Chair

ATTEST

Patricia Messmer

Pat Messmer

Clerk to the Authority

Date Approved: February 21, 2024

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