

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA  
January 13, 2020  
5:30 PM**

**CALL TO ORDER**

- |              |  |                |
|--------------|--|----------------|
| <b>I.</b>    | <b>APPROVE AGENDA</b>  | <b>1 min.</b>  |
| <b>II.</b>   | <b>INTRODUCTIONS</b>   | <b>1 min.</b>  |
|              | <b>A. Intercity Transit Authority Representative</b><br><i>(Don Melnick)</i>                     |                |
| <b>III.</b>  | <b>MEETING ATTENDANCE</b>  | <b>3 min.</b>  |
|              | <b>A. January 15, 2020, Work Session</b> - <i>(Walter Smit)</i>                                  |                |
|              | <b>B. February 5, 2020, Regular Meeting</b> - <i>(Denise Clark)</i>                              |                |
|              | <b>C. February 19, 2020, Work Session</b> - <i>(David Bonauto)</i>                               |                |
| <b>IV.</b>   | <b>APPROVAL OF MINUTES - November 18, 2019</b>   | <b>1 min.</b>  |
| <b>V.</b>    | <b>NEW BUSINESS</b>  |                |
|              | <b>A. Committee Member Introductions</b> <i>(All)</i>  | <b>20 min.</b> |
|              | <b>B. TRPC Regional Transportation Update</b><br><i>(Marc Daily and Karen Parkhurst)</i>         | <b>20 min.</b> |
|              | <b>C. Village Vans Update</b> <i>(Zach Heinemeyer)</i>   | <b>15 min.</b> |
|              | <b>D. March 2020 Service Change Update</b> <i>(Rob LaFontaine, Steve Swan &amp; Brian Nagel)</i> | <b>15 min.</b> |
|              | <b>E. IT Community Update</b> <i>(Ann Freeman-Manzanares)</i>                                    | <b>20 min.</b> |
| <b>VI.</b>   | <b>CONSUMER ISSUES - All</b>   | <b>15 min.</b> |
| <b>VII.</b>  | <b>REPORTS</b>   |                |
|              | <b>A. General Manager's Report</b> <i>(Ann Freeman-Manzanares)</i>                               |                |
| <b>VIII.</b> | <b>NEXT MEETING - February 10, 2020</b>  |                |
| <b>IX.</b>   | <b>ADJOURNMENT</b>   |                |

**Attendance report is attached.**

*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) 705-5857 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) 705-5857.*

*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**  
**COMMUNITY ADVISORY COMMITTEE**  
**November 18, 2019**

**CALL TO ORDER**

Chair Pierce called the November 18, 2019, meeting of the Community Advisory Committee (CAC) to order at 5:30 p.m. at the administrative offices of Intercity Transit.

**Members Present:** Chair Sue Pierce; Vice-Chair Justin Belk; Marie Lewis; Ursula Euler; Jan Burt; Marilyn Scott; Billie Clark; Scott Paris; Walter Smit; Victor VanderDoes; Tim Horton; Michael Van Gelder; Linda Vail; Jonah Cummings; Denise Clark and Jason Bonauto.

**Absent:** Peter Diedrick; Sreerenjini Surendran; Joan O'Connell; and Carla Dawson.

**Staff Present:** Ann Freeman-Manzanares; Eric Phillips; Rob LaFontaine; Jessica Gould, and Nancy Trail.

**APPROVAL OF AGENDA**

It was M/S/A by VAN GELDER and LEWIS to approve the agenda.

**INTRODUCTIONS**

Pierce introduced Authority member, TYE MENSER, as the representative attending the meeting.

**MEETING ATTENDANCE**

- A. December 4, 2019, Regular Meeting - Marilyn Scott
- B. December 18, 2019, Work Session - Tim Horton
- C. January 1, 2020, Regular Meeting - Cancelled
- D. January 15, 2020, Work Session - Walter Smith
- E. February 5, 2020, Regular Meeting - Denise Clark

**APPROVAL OF MINUTES**

It was M/S/A by SMIT and HORTON to approve the minutes of the October 21, 2019 meeting.

- A. **ELECTION OF OFFICERS** - *(Sue Pierce)* Pierce indicated that since only one person was nominated for each office the committee does not cast votes. Justin Belk will service as Chair and Walter Smit will serve as Vice-Chair for 2020.
- B. **MARCH 2020 - NEW NE LACEY ROUTE** *(Eric Phillips & Rob LaFontaine)* Staff has held three public meetings to hear comments from the community about four options for the new route. The Community Action Council allowed us to utilize their facility on December 5 and January 6. The City of Lacey allowed us to utilize City Hall on December 11. In addition, we created an on-line survey for those unable to attend a meeting. The Authority will hold the public hearing for the service change on January 15, 2020. The service is scheduled to start

March 22. There are few options for the route and there are a few challenges connecting areas north of the corridor where I-5 separates the area. The challenges include how to transition to the other side, using Carpenter Road versus other route options. The target markets are employment and housing. Staff has worked with the City of Lacey and they expressed an emphasis on the employment market.

Lacey and IT staff have considered current and anticipated developing when considering route alignment. This route will be anchored out of the LTC not OTC as most of our routes are. Route 65 will provide bi-directional service along Britton Parkway. Willamette and Hogum Bay will also get service. There is a loop out to Jubilee and to the employment centers. There are continuing discussions on the span and frequency. Staff has collected some information from several of the businesses out in NE Lacey. A handful of them operate 24 hours a day which exceeds what IT is capable of providing. This route is 16 miles long which is lengthy compared to others. It takes about 70 minutes to cycle a bus. It will add approximately 10-12k revenue service hours to the Agency's portfolio. Lafontaine reviewed the map, proposed routes and possible options. We are very interested in getting feedback from the community.

LaFontaine indicated they estimate that once established the new Route 65 will take between 40-50 new bus stops which can create challenges. He reviewed some street profiles. The first one shows 15<sup>th</sup> Avenue looking west and shows everyone how difficult it will be to place a stop since there is no shoulder, no bike lane, and no street lighting. Staff learned that someday soon on the south side of the road is a development project anticipated to bring 360 apartment dwellings. It will take years to build out. That might sound like a lot of units but in transit terms only equates to approximately 5% for transit density.

*Bonauto* – asked if bus stop is only where a bus can pull over so a car can go passed.

*LaFontaine* – indicated they are not pull-out. Most of the time it is preferable to have a bus stop in the lane of travel so they can safely rejoin traffic rather than having to wait until someone lets them in.

Phillips shared that since ridership isn't yet established it likely doesn't make sense to make a big investment of public dollars.

*LaFontaine* – added that whether coaches are pulling out or staying in the lane depends where they are located. There are times when it is appropriate to leave the lane of travel and some motorists will choose to go around.

*Phillips* – indicated they don't stop in the lane of travel if the speed limit is above 40 mph.

LaFontaine continued reviewing the area roadways and identifying the challenges for bus stop placement. At 41<sup>st</sup> Avenue west in front of Jubilee there are amenities including sidewalks and street lighting on the north side of the road. This invites IT to provide service in a loop orientation. He indicated that last week Tye proposed a question concerning rural stops and so he added some photos of other rural stops located throughout the service area where sidewalks and other amenities are not available. This isn't the preferred design and the cost for each stop can range from \$2k to \$10k or higher depending on the level of complexity. He identified that one stop had a culvert under it and required engineering

which is expensive. The last photo is on Hawks Prairie looking east is in front of the Target distribution center. Staff is looking at providing service in one direction and the challenge is the median. There is no opportunity to get out of the roadway. The bus will stop for boarding/alighting and motorists will be dwelling with us.

*Phillips and LaFontaine answered questions.*

*Clark, D.* - asked LaFontaine to bring up the map again to look at the difference going on 15<sup>th</sup> versus Carpenter. She added that it seems to be a nightmare going through a neighborhood like that. The benefit of Carpenter is there is no residential there and it would be a straight shot. Catching the bus from the LTC Carpenter would be less traffic and fewer stops. Picking up riders in the neighborhood would add major back-ups in the area.

*LaFontaine* - indicated they originally thought they would bring service up Carpenter but there are some operational challenges. From a ridership perspective it is a thoroughfare, and school zones bring challenges. Carpenter is not without its challenges and other properties bring heavy truck traffic. Timing is an issue and sitting through multiple light cycles behind gravel trucks. There are advantages on the Martin Way corridor paralleling each other not only the 62 but express connections for the 612. An interesting assumption on the construction going in and the potential desire to make connections northward with some base related and some not. It's appropriate to think about allowing residents to make connection to the 612.

*Clark, D.* - added that the loop going down Hogum Bay and not Hawks Prairie makes might get more passengers.

*LaFontaine* - indicated based on the numbers being provided by employers out Hogum Bay/Hawks Prairie there are approximately 2k employees that are really the interest.

*Clark, D.* - shared that there are 3 more warehouses being built today.

*Belk* - asked if the 62A will run counter clockwise.

*LaFontaine* - responded yes.

*Phillips* - added that there are not a lot of transfer opportunities at LTC touching the corridor at both ends and getting back on the other side to serve it. The few passengers along 15<sup>th</sup> can be collected and exchanged along the busier Martin Way corridor. Route One comes into the Martin Way Park and Ride and gets people over to the west side. Up until last fall it was an hour and a half plus a 30 minute walk. The Conduent worksite folks are less likely to have transportation and have been asking for service for a while now. The current proximity to employment centers is going once every 70 minutes. If service can get in there twice within an hour there is a much better chance to establish a market.

*Bonauto* - inquired if the Agency had information on where they live or the origin of their route.

*LaFontaine* - indicated staff received a table of zip codes from one of the consultants. They are mapping it now and appears most are from the Lacey area.

*Clark, D.* - added that information like that is available from WorkSource.

**FAREWELL CELEBRATION** - Pierce read a proclamation for the outgoing members.

**ADJOURN FOR FAREWELL CELEBRATION AT 6:02 pm.**

**RECONVENE AT 6:17 pm.**

## **CONSUMER ISSUES**

- Van Gelder - indicated he has been asked a lot of questions from his colleagues about the potential impacts of I-976 and wondered if IT had any assumptions about what could happen.  
Freeman-Manzanares - shared that staff doesn't have any specific direction yet from WSDOT. It is a potential loss of over \$12M in funding in this biennium to the Agency. Services like "The One" that just started last Monday, and route 612 is grant funded. Our consultants talked to the Authority about cancelling the 612/620 but it is grant funded so we opted to keep it, realign and see if we could increase ridership. There is \$3.9M in funding for the Pattison Street facility that may need to be made up. There is also over \$2M in the budget for special needs transportation. The Agency doesn't have an option and must provide the service so the money will have to come from somewhere else. There is a long list of things that staff needs to look at. There is money coming from the state for DAL vehicles that have been purchased and are under contract. There are 12 vanpool vehicles that are state funded as well as a vanpool promotion project. Staff will continue to monitor this and see what happens.
- Burt - shared a story about recently hopping on a bus in front of her apartment downtown and heading over to the east side to get the staples out of her knee. She got off the bus and trotted in with her cane. Afterwards she had just missed a bus and was waiting for the next one to arrive. Another lady came out with a walker and a young lady pushing stroller with a boot case. The elderly woman asked if she knew what time the bus was coming. The woman was debating going across to the other shelter on the hospital side. She said they need to get a butterfly seat. You know the two seats that sit on the bottom of the pole so passing that along. It's outside Olympia Orthopedic and she could have used it.
- Paris - relayed some continuing challenges with DAL service for dialysis patients and driver's not waiting for client pick up times.  
Freeman-Manzanares - asked if the drivers are coming before the pick-up window.  
Paris - indicated sometimes.  
Freeman-Manzanares - asked if he could please encourage those affected to call so staff can investigate specific instances. We work with dialysis centers to coordinate but it is worth additional effort to look at scheduling based on origin/destination so that pick up/drop off times are more coordinated.
- Lewis - added that her neighbor had the same thing happen. She was going to PT out at Kaiser Permanente.  
Freeman-Manzanares - indicated putting in good notes on the pick-up location is important at those larger facilities with multiple entry/exit points.

- Vail – shared that she read somewhere there was an air quality issue in the building. Freeman-Manzanares – indicated that the Pattison Street property was experience poor air quality due to burning on a neighboring property. ORCAA is working on some solutions to improve it.
- Bonauto – shared that he recently rode the 612 to the 512 park and ride and then on to airport and it was a great experience.
- Pierce – “The One” is in session. Not sure if any of you have tried it but it is fast. It was nice not to have to go to OTC.

## **REPORTS**

- **November 6, 2019**, Regular Meeting, highlights are available in the packet.
- **General Manager’s Report** – Freeman-Manzanares provided the General Manager’s report including:
  - IT is one of the named parties in the I-976 lawsuit in court next Tuesday in Seattle for an injunction.
  - Staff met with the Olympian last Thursday and they published an article on Saturday encouraging comment for the public hearing this Wednesday. There are comments coming in and they would love to hear from you.
  - Ann, Eric, and Rob are meeting with anyone who will listen about all the Agency has accomplished since Prop 1. Staff is hoping the Olympian runs a “yay us” article.
  - CAC interviews were held on November 6 and 11 people were interviewed. New members haven’t been selected due to interviews for the ITA Citizen Rep position.
  - The December 16 CAC meeting will be cancelled.
  - Friday, December 13 is the Holiday Banquet and the program starts at 12:04 pm.

### Additional comments:

VanderDoes – commented about how surprised the special needs community is over the potential for zero. The yearly pass fee is \$180 and that is a lot of money.

Menser – added that he is excited about the zero fare idea. They haven’t had the hearing yet, but have had their antenna out and haven’t heard anything negative. This morning he was meeting with HOCM and they are bursting at the seams. They have increased from 127k to 335k served in the last year which included a major expansion. They have issues with available parking. Approximately 40% of their clients are on reduced fare programs. There are so many ways to be transformative.

VanderDoes – asked if the Agency will refund passes.

Freeman-Manzanares – indicated that if approved it will start January 1 so they won’t have to refund anyone because people haven’t purchased passes yet.

Pierce – shared the Star Search opportunity.

Freeman-Manzanares – added it is for a video used to test potential employees.

**Intercity Transit Community Advisory Committee**

**November 18, 2019**

**Page 6 of 6**

Van Gelder – added Friday, December 6 is the holiday tree lighting at the Capitol Campus.

**NEXT MEETING: Monday, January 13, 2019.**

**ADJOURNMENT**

**It was M/S/A by BURT and VAN GELDER to adjourn the meeting at 6:49 pm.**

Prepared by Nancy Trail G:\CAC\Minutes\2019\CAC Minutes 20190715.docx

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-B  
MEETING DATE: January 13, 2020**

**FOR:** Community Advisory Committee

**FROM:** Marc Daily and Karen Parkhurst, Thurston Regional Planning Council

**SUBJECT:** Regional Transportation Plan (RTP) Update

- 
- 1) **The Issue:** Thurston Regional Planning Council (TRPC) will provide an update of the Regional Transportation Plan.
- 
- 2) **Recommended Action:** Presentation and discussion only.
- 
- 3) **Policy Analysis:** RTP guides transportation projects and investments over a 20+ year period. The last major update was made in 2004, and the RTP has since been maintained through annual amendment. TRPC conducts a thorough review of the plan to ensure it continues to reflect our community's values and address our needs.
- 
- 4) **Background:** The RTP serves as a strategic blueprint for the region's transportation system. It provides an overall analysis of how transportation will work in the region over a 20+ year timeframe and supports coordination among jurisdictions, including public transit. It also acts as an important tool in meeting state and federal transportation requirements, ensuring continued funding from these sources.
- The RTP identifies those projects and issues that change the way traffic flows throughout the region, complementing the local planning that makes the roadway and transit network function within each jurisdiction. The Plan emphasizes the importance of a multi-modal transportation system. Public transit is a key element in creating a successful and sustainable system for our region.
- 
- 5) **Alternatives:** N/A
- 
- 6) **Budget Notes:** N/A
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- 7) **Goal Reference:** Goal #1: *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."*
- 
- 8) **References:** N/A



**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V- C  
MEETING DATE: January 13, 2020**

**FOR:** Community Advisory Committee  
**FROM:** Zach Heinemeyer (360) 705-5831  
**SUBJECT:** Village Vans 2019 Program Update

- 
- 1) **The Issue:** Provide a 2019 Status Report.
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- 2) **Recommended Action:** Information only.
- 
- 3) **Policy Analysis:** At least annually, staff provides the Authority and Community Advisory Committee status reports on various programs the agency provides.
- 
- 4) **Background:** The concept of the Village Vans Program developed during collaboration of over 40 community human service organizations in the late 1990's. These groups participated in research activities to identify gaps in services to families with low or no income for reaching economic independence. In Intercity Transit's continuing quest to provide better, more reliable and innovative services, this organization took leadership in developing an effective and efficient program to help close the transportation gap.

The service, which began in February 2002, continues today facilitating access to work support activities and other necessary locations. In 2004, staff designed a Customized Job Skills Training program that doubles Village Vans' important impact by using eligible volunteer Drivers and Administrative Assistants who receive current work experience, job search coaching and skill building instruction. Passengers are able to travel to employment related resources and volunteers receive significant support in advancing their professional development in reaching their employment goals.

Through an on-going assessment of transportation needs of low income citizens, Village Vans provides a responsive and innovative service that facilitates customer transitions to economic independence. Employed families contribute to the economic and social sustainability of our community through enhanced stability and health with less demand on limited human service resources.

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

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6) **Budget Notes:** Intercity Transit was one of 17 agencies in the nation to receive the Innovative Public Transportation Workforce Development Grant (Ladders of Opportunity Initiative) for \$200,000. This was a 50% matching grant expended in FY 2019.

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7) **Goal Reference:** **Goal 1:** *Assess the transportation needs of our community throughout the Public Transportation Benefit Area.* **Goal 2:** *Provide outstanding customer service.* **Goal 3:** *Maintain a safe and secure operating system.* **Goal 4:** *Provide responsive transportation options within financial limitations.* **Goal 5:** *Integrate sustainability into all agency decisions and operations to lower social and environmental impact to enhance our community* **Goal 6:** *Encourage use of our services, reduce barriers to access and increase ridership.* **Goal 7:** *Build partnerships to identify and implement innovative solutions that address mobility needs and other critical challenges in our community.*

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

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-D  
MEETING DATE: January 13, 2020**

**FOR:** Community Advisory Committee

**FROM:** Rob LaFontaine, Planning Manager, 360-705-5832

**SUBJECT:** Update on the March 2020 Service Change

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- 1) **The Issue:** Update the CAC on the March 22, 2020 service change, including the outreach and public process elements of the implementation of a new route in NE Lacey.
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- 2) **Recommended Action:** Information, update and discussion.
- 
- 3) **Policy Analysis:** When a service change proposal contains meaningful changes to service (additions, modifications and reductions) that would impact our riders, our goal is to provide opportunities to review proposed changes and opportunities for the public to respond. Prior to finalizing the service recommendation for the new NE Lacey route, staff will provide opportunity to review the proposal with the public.
- 
- 4) **Background:** Following the approval of Proposition 1 last fall, Intercity Transit staff coordinated several meetings with City of Lacey staff to review development trends and employer targets as well as the timing and completion of new road projects that might provide route options for new bus service in NE Lacey. The implementation schedule in the adopted Intercity Transit Long Range Service Plan includes the introduction of a new bus route to serve NE Lacey in early 2020. Following our service change process staff is now finalizing public outreach on the proposed service expansion which has included an online survey and three community meetings highlighting the proposed alternatives for fixed route service and their respective bus stop locations. A public hearing, which has been advertised for January 15<sup>th</sup>, will conclude the formal public comment process. In addition to a number of other smaller adjustments to service, staff intends to present recommendation for new service to the ITA on February 5, 2020 with implementation of new service effective Sunday, March 22, 2020.
- 
- 5) **Alternatives:** N/A
- 
- 6) **Budget Notes:** The 2020 budget includes planned service changes including considerations for equipment, human resources, and operational funding required to implement new and expanded public transportation services included in the adopted long range plan. The new NE Lacey bus route is expected to increase our

annual service hours by approximately 12,000 or about 5% of the planned 2020 fixed route annual service hours.

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7) **Goal Reference:** **Goal #1:** *“Assess the transportation needs of our community throughout the Public Transportation Benefit Area.”* **Goal #2:** *“Provide outstanding customer service.”* **Goal #4:** *“Provide responsive transportation options within financial limitations”* **Goal #6:** *“Encourage use of our services.”* **Goal #7:** *“Build partnerships to address and jointly find solutions to the mobility needs and demands in our community”*

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8) **References:** Intercity Transit Long Range Plan – adopted November 7, 2018 and <https://www.intercitytransit.com/news/new-bus-route-serve-northeast-lacey-coming-march-22>



INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-E  
MEETING DATE: January 13, 2020

**FOR:** Community Advisory Committee

**FROM:** Ann Freeman-Manzanares, 360.705.5838

**SUBJECT:** Community Update

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- 1) **The Issue:** Share the update provided to local jurisdictions on Intercity Transit's progress with the implementation of the promises made with the passage of Proposition 1 in November 2018.
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- 2) **Recommended Action:** Information, update and discussion.
- 
- 3) **Policy Analysis:** This is an opportunity to share a post-election update identifying our progress towards community goals as identified through our two-year public engagement process, entitled IT Road Trip and promises made in IT Proposition 1.
- 
- 4) **Background:** With the passage of Proposition 1 in 2018, Intercity Transit promised 9 service enhancements to the community over the coming years:
    - Increase Span of Service
    - Improved Service Frequency
    - Expand Service inside PTBA currently not served
    - Annual operating budget set-asides to keep pace with traffic growth
    - Bus Rapid Transit on primary corridors
    - Enhanced Commuter Service (in service area and for Northbound markets)
    - Enhanced Capital Facilities Program
    - Innovative Service Zones
    - Explore Alternative Fare Options

Over the past year staff has worked hard to make good on those promises. Service has increased 25%; we have 24 new buses on the road; hired over 100 employees; launched The One high-density corridor demonstration; and the Zero Fare demonstration project.

In the coming year we are looking forward to additional service in NE Lacey; take delivery of 16 more new buses and 14 DAL vehicles; hiring additional staff; pursuing our first Dial-A-Lift Long Range Plan; Multi-Jurisdictional High Capacity Corridor Study & Funding Plan; Innovation Service Study; and replacing our CAD/AVL Software and Communications System.

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5) **Alternatives:** N/A

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6) **Budget Notes:** The 2020 budget includes planned service changes including considerations for equipment, human resources, and operational funding required to implement new and expanded public transportation services included in the adopted long range plan.

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7) **Goal Reference:** **Goal #1:** *“Assess the transportation needs of our community throughout the Public Transportation Benefit Area.”* **Goal #2:** *“Provide outstanding customer service.”* **Goal #4:** *“Provide responsive transportation options within financial limitations”* **Goal #6:** *“Encourage use of our services.”* **Goal #7:** *“Build partnerships to address and jointly find solutions to the mobility needs and demands in our community”*

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8) **References:** N/A

**Authority Meeting Highlights**  
*a brief recap of the Authority Meeting of November 20, 2019*

**Action Items**

Wednesday night, the Authority:

- Declared the surplus items listed on Exhibit A as surplus with a total value estimated at \$70,669. *(Katie Cunningham)*
- Held an Executive Session Pursuant to RCW 42.30.110(i) to discuss with legal counsel representing the agency matters relating to litigation or potential litigation to which the agency, is, or is likely to become, a party to, and public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.
- Authorized the participation in litigation opposing Initiative 976 as determined by the General Manager.

**Other Items of Interest:**

- Three public hearings were held for the 2020 Draft Budget; 2020-2025 Strategic Plan and the Proposed Zero Fare Service Change. The Authority heard testimony from 30 individuals on the Proposed Zero Fare; 14 comments were received via the telephone comment line, and 111 written comments were all received by the deadline. Two individuals testified each for the 2020 Draft Budget and Strategic Plan.
- Freeman-Manzanares said a meeting was held with the Olympian on November 14, 2019, resulting in an article referencing the proposed zero fare.
- Applicants applying for the Community Advisory Committee were interviewed on November 6, 2019. A recommendation for a candidate will be presented to the Authority at the December 4, 2019, meeting.
- Conducted a Closed Session Pursuant to RCW 42.30.140 (4) (b), to discuss items related to the IAM District Lodge 160.

**Pat Messmer/Clerk of the Board**  
**Prepared: November 21, 2019**

**Authority Meeting Highlights**  
*a brief recap of the Authority Meeting of December 4, 2019*

**Action Items**

Wednesday night, the Authority:

- Declared the list of Vanpool vehicles as surplus with a total value is estimated at \$26,494. (*Katie Cunningham*)
- Declared the list of Coach Vehicles as surplus with a total value is estimated at \$27,000. (*Katie Cunningham*)
- Scheduled a public hearing for January 15, 2020, at 5:30 p.m. to receive public comment on the proposed *Route 65 Hawks Prairie* with associated routing and schedule alternatives.
- Canceled the December 18, 2019, Authority Meeting (*Ann Freeman-Manzanares*)
- Canceled the January 1, 2020, Authority Meeting (*Ann Freeman-Manzanares*)
- Adopted Resolution 03-2019 Implementing a five-year, zero-fare demonstration project.
- Adopted the 2020-2025 Strategic Plan.
- Adopted the 2020 Budget.
- Authorized the General Manager to grant surplus vanpool vehicles to Veterans for Peace, Coastal Community Action Program, Kokua, and Wa-Ya Outdoor Institute.
- Reappointed *Tim Horton, Marie Lewis and Marilyn Scott* to three-year terms beginning January 1, 2020.
- Appointed *Sreerenjini Namboothiri* to a full three-year term beginning January 1, 2020.
- Appointed the following individuals to three-year terms beginning January 1, 2020: *Gene Angel; John Gear; Allison Spector; Ty Flint.*
- Appointed *Carissa Putt* to the youth position beginning January 1, 2020.
- Appointed Sue Pierce to the Intercity Transit Authority as a Citizen Representative for a term to begin January 1, 2020, through December 31, 2023.
- Conducted a Closed Session Pursuant to RCW 42.30.140 (4) (b), to discuss items related to the IAM District Lodge 160.



- The Authority approved the collective bargaining agreement between Intercity Transit and International Association of Machinists for a three-year period (January 1, 2020 through December 31, 2022).

**Other Items of Interest:**

- The Authority and staff bid farewell to Authority member, **Karen Messmer**, who severed as a Citizen Representative for nine years.

**Pat Messmer/Clerk of the Board**  
**Prepared: December 5, 2019**

## COMMUNITY ADVISORY COMMITTEE ATTENDANCE RECORD

		12	1	2	3	4	5	6	7	8	9	10	11	12				
CAC	Members	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	19-Dec				
Justin	Belk	<b>MEETING CANCELLED</b>		<b>MEETING CANCELLED</b>		<b>MEETING CANCELLED</b>	Absent	Absent		<b>MEETING CANCELLED</b>				<b>MEETING CANCELLED</b>				
David	Bonauto										Absent							
Jan	Burt																	
Billie	Clark																	
Denise	Clark				Absent			Absent			Absent	Absent	Absent				Absent	
Jonah	Cummings				Absent						Absent		Absent				Absent	
Carla	Dawson				Absent			Absent					Absent					Absent
Peter	Diedrick				Absent			Absent				Absent					Absent	Absent
Ursula	Euler															Absent		
Tim	Horton				Absent						Absent		Absent				Absent	
Marie	Lewis																	
Joan	O'Connell										Absent	Absent						Absent
Scott	Paris				Absent													
Sue	Pierce																	
Marilyn	Scott										Absent							
Walter	Smit							Absent										
Sreeranjini	Surendran																Absent	Absent
Linda	Vail												Absent					
Victor	VanderDoes								Absent									
Michael	Van Gelder		Absent						Absent									

= Joint meeting does not count against required meeting attendance