

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
Held Remotely
June 17, 2020

CALL TO ORDER

Chair Warner called the June 17, 2020, meeting of the Intercity Transit Authority to order at 5:30 p.m. This meeting was held remotely keeping in compliance with the Governor's guidance to "Stay Home and Stay Healthy" and in keeping with the Governor's Proclamation 20.28.4 Open Public Meetings Act.

Members Present: Chair and Citizen Representative Ryan Warner; Vice Chair and City of Lacey Councilmember Carolyn Cox; City of Tumwater Councilmember Debbie Sullivan; City of Olympia Councilmember Clark Gilman; City of Yelm Councilmember Molly Carmody; Thurston County Commissioner Tye Menser; Citizen Representative Don Melnick; Citizen Representative Sue Pierce; and Labor Representative David Sharwark.

Staff Present: Ann Freeman-Manzanares; Jason Aguero; Suzanne Coit; Russell Gilsdorf; Jessica Gould; Steve Krueger; Rob LaFontaine; Ally McPherson; Pat Messmer; Eric Phillips; Nicky Upson; Daniel Van Horn; Jonathon Yee; Nancy Trail.

Others Present: Legal Counsel, Jeff Myers.

APPROVAL OF AGENDA

It was M/S/A by Councilmember Gilman and Citizen Representative Melnick to approve the agenda.

PUBLIC COMMENT

Public comment was available through email to pmessmer@intercitytransit.com and the commenting period closed at 12:00 p.m. on June 17, 2020.

No public comment was received.

PUBLIC HEARINGS - None.

NEW BUSINESS

A. Adopt the 2021-2024 Transportation Improvement Program. Grants Coordinator, Jessica Gould, presented for adoption the 2021-2024 TIP projects with anticipated Federal Funding over the next four years.

It was M/S/A by Councilmembers Cox and Sullivan to adopt the 2021-2024 Transportation Improvement Plan.

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- B. September 20, 2020 Service Change.** Planning Manager, Rob LaFontaine, presented for adoption the September 20, 2020, service change package, which includes an adjustment of Route 42 near South Puget Sound Community College (SPSCC).

LaFontaine said Intercity Transit has reached the point of resuming a portion of fixed-route service. He provided clarity between the service restoration beginning Sunday, June 21, 2020, as compared to the proposed service package of changes discussed over the past month. The restoration is an abbreviated amount of service being implemented on Sunday. This restoration service includes 17 of the 22 active bus routes. Routes not included are: The One; DASH; Nightline service; and Olympia Express Service 612 and 620.

Service will be available between 8:30 a.m. and 8:30 p.m. with most routes operating on a 60-minute schedule. The Advance Reservation service remains as a supplement service. And it's approximately one-third of regularly scheduled weekday service.

These changes are part of the September service change package being considered regardless of the health emergency. The changes would be applicable to fixed-route service whether it's in a reduced state or a normal state. Those changes include minor adjustments to time-points for Routes 45, 60, 62A, 62B, 67, 94, and DASH. There's a change access to the Route 42 at SPSCC, which transfers access from the campus onto Mottman Road. Route 42 will continue to provide service to RW Johnson Blvd. and 29th Avenue.

It was M/S/A by Citizen Representatives Melnick and Pierce to adopt the September 20, 2020, service change package with associated staff recommendations.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council.** Cox said at the June 5 meeting:
- TRPC received an update on the Commercial Aviation Coordinating Commission from David Fleckenstein, Director of the Aviation Division of WSDOT. The Commission is working to identify a location for a new primary commercial aviation facility in Washington. Locations in Thurston County are under consideration.
 - Katrina VanEvery reviewed public comment and staff responses for the draft Regional Transportation Plan.
 - The Council reviewed and discussed the list of proposed projects submitted for the 2020 Federal Transportation Call for Projects.
- B. Transportation Policy Board.** Melnick said at the June 10 meeting:

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- The Board finalized a funding recommendation on the 2020-2025 Federal Transportation Funding Call for Project. He said Intercity Transit received funding for one (out of nine) propane fueled DAL vehicle.
- The Board discussed a recommendation that TRPC adopt the What Moves You - 2045 Regional Transportation Plan (RTP).

GENERAL MANAGER'S REPORT

- We are resuming approximately one-third of our bus service on Sunday, June 21, 2020, and will retain the Advanced Reservation System and maintain the Dial-A-Lift service.
- Due to personal or family COVID-19 related vulnerability or related child care issues, approximately 45% of our Operators are available to drive on a regular basis.
- Staff has been preparing and ensuring for a smooth transition. Operators have been going through a refresher training and staff has been focused on ensuring stops are clean and equipped with trash cans and information regarding our limited return of service.
- Staff has also been focused on ensuring vehicles are prepared. We are experiencing some supply chain issues; however, we are installing touchless hand sanitizers on board and face mask dispensers. We have acquired several hundred cloth masks through the United Way, which were sewn and donated locally to share with our passengers; and we just received several thousand cloth masks through the Federal Transit Administration.
- Thank you to Commissioner Menser for arranging a meeting with Schelli Slaughter and Dr. Diana Yu to insure we're moving forward providing service in a way that is consistent with advice from our Public Health Officials.
- We have provided approximately 26,000 trips thus far on the Advanced Reservation System.
- We will continue to provide the Advanced Reservation System to Pierce County and will look at reintroducing bus service to Pierce County once both counties are fully into Phase 3.
- The Transportation Policy Board (TPB) will make a recommendation to the TRPC Board for federal funding on July 10, 2020, for the following:
 - \$1,606,273 for the Pattison Street Maintenance, Operations & Administrative Facility Rehabilitation, Expansion and Modernization.
 - \$258,000 for the Walk N Roll - Youth Education Program for the 2023/2024 school years; and they are also recommending the same for the 2025/2026 school years.
 - Intercity Transit asked for nine propane-powered Dial-A-Lift vehicles, and TPB is pushing forward a recommendation for one propane-powered vehicle in the amount of \$134,950.

Vanpool Update:

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- As of April there are 177 active vans assigned to groups; 94 of them are commuting and 83 are parked because individuals are telecommuting.
- The state talked about suspending vanpool/carpool for their employees until they felt it was safe to allow employees to travel together. Our staff joined the conversation to offer some suggestions, which have been well-received. We are uncertain at this point on what they will decide. Currently, 412 state employees commute in 106 of our vanpools (the vans consist of employees from multiple employers).
- We have our second employer branded van ready for delivery on June 18 to Girard Wood Products (formerly Pallet Services). This employer relocated from Lakewood a year ago and we solved their transportation barrier by supporting vanpool for their employees.
- UNFI, a food wholesaler located in Lewis County made contact requesting vanpool support. They currently have 140 open positions and are recruiting in Thurston County. Transportation was identified as a barrier, and we are hopeful we are able to assist them.

AUTHORITY ISSUES

Gilman said the City of Olympia has had robust conversations about public safety and police accountability. He said it's been peaceful the past few weeks. He said the United Way released this year's ALICE Report (Asset Limited, Income Constrained, Employed) which is a survey of individuals who are employed yet do not earn enough to afford the basic necessities of life. For Thurston County, the report shows 28% of households are at the income-constricted level. He said the many services in addition to fixed-route are so important for IT to provide. Many households in the county depend on those transportation services. You can find more information about this report at www.UnitedforAlice.org.

Melnick said he saw an Intercity Transit training bus and he cheered and is pleased to see service getting underway.

Menser said Thurston County submitted the application to move to Phase 3. There has been a slight increase in cases, but the County still meets all of the criteria to qualify. Menser said the community needs to better adhere to the protective measures, specifically the use of masks and social distancing. The economic opening can happen safely if the public is diligent with these guidelines. He said it won't work if people begin to relax their attitudes about following these guidelines.

Menser referred to the presentation by David Fleckenstein to research locations for a new commercial airport. Menser said Fleckenstein didn't present the Greenfield site location in Thurston County. It's not just about Tumwater/Olympia Regional Airport. He said Washington needs another airport the size of SeaTac by the year 2050 and they are in the process of deciding whether they are going to build a new SeaTac or expand

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existing facilities, or both. The recommendation now is both – expand existing facilities short term while they figure out where to put a new site in the long term. Thurston County is on the list for both of these, possibly expanding in Tumwater. However, there is a Greenfield site in the middle of his district essentially going south from Black Lake Blvd. toward Littlerock which a few people raised concerns about. Menser said the Commissioners will be asked to decide whether or not Thurston County should remain a consideration. A list of six sites will be created, and that list will be scaled down to two sites and then down to one. Each layer of the process will have public input. He is asking for input from the jurisdictions and community members.

Menser said the Regional Transportation Plan will be up for approval by TRPC in July and he's been approached by numerous citizens regarding the extension of Log Cabin Road which is a long term project, and Menser is asking for feedback as he works through the different complaints and questions on this issue.

Pierce gave a "shout-out" to the IT maintenance and cleaning crew for their hard work behind the scenes to get the training buses on the road on June 21. She cheers and smiles when she sees those buses on the street.

Sullivan said the Tumwater City Council returns to more robust meetings soon. And she thanks all of the IT staff for the work they've done during the health crisis. She acknowledges many decisions had to be made "on the fly" and she, too, is looking forward to seeing the buses back on the road.

Cox said Lacey City Council will resume their council work sessions beginning Thursday, June 18 at 7 p.m. Cox also thanks IT staff for their forbearance and hard work during the health emergency.

Carmody said things are slow in Yelm. They had a few protestors, but otherwise it's been peaceful.

Sharwark said he appreciates that Freeman-Manzanares and her team keeps the Union up-to-date.

Myers said if the Governor doesn't extend Proclamation 20-28 beyond today, physical meetings will be required as an element of the Open Public Meetings Act, which was addressed in the ITA Bylaws amendment. It will be subject to the limit on gatherings for Phase 2 and 3. If Thurston County is approved for Phase 3, gatherings would be limited to 50 people.

ADJOURNMENT

With no further business to come before the Authority, Chair Warner adjourned the meeting at 6:15 p.m.

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Ryan Warner, Chair

ATTEST



**Pat Messmer
Clerk to the Authority**

Date Approved: July 1, 2020

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