

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA  
June 20, 2022 - Virtual Meeting  
5:30 p.m.**

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**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 Sue Pierce</b>                             |                |
| <b>III.</b>  | <b>MEETING ATTENDANCE</b>                                                                   | <b>3 min.</b>  |
|              | <b>A. July 6, 2022, ITA Meeting - (Betty Hauser)</b>                                        |                |
|              | <b>B. July 20, 2022, ITA Meeting - (Lloyd Peterson)</b>                                     |                |
|              | <b>C. August 3, 2022, ITA Meeting - (Natalie Smith)</b>                                     |                |
| <b>IV.</b>   | <b>APPROVAL OF MINUTES - May 16, 2022</b>                                                   | <b>1 min.</b>  |
| <b>V.</b>    | <b>NEW BUSINESS</b>                                                                         |                |
|              | <b>A. Coordinated Human Services Transportation Plan (Karen Parkhurst)</b>                  | <b>20 min.</b> |
|              | <b>B. Bicycle Commuter Challenge Contest Results (Duncan Green)</b>                         | <b>15 min.</b> |
|              | <b>C. CAC Recruitment Ad Hoc Committee (Ann Freeman-Manzanares)</b>                         | <b>5 min.</b>  |
|              | <b>D. Strategic Plan Mission &amp; Vision Statements</b><br><i>(Ann Freeman-Manzanares)</i> | <b>10 min.</b> |
|              | <b>E. Strategic Plan Goals &amp; End Policies Update</b><br><i>(Ann Freeman-Manzanares)</i> | <b>15 min.</b> |
|              | <b>F. Strategic Plan Policy Positions (Ann Freeman-Manzanares)</b>                          | <b>30 min.</b> |
| <b>VI.</b>   | <b>CONSUMER ISSUES - All</b>                                                                | <b>15 min.</b> |
| <b>VII.</b>  | <b>REPORTS</b>                                                                              |                |
|              | <b>A. May 18, 2022 - ITA Meeting (Ty Flint)</b>                                             |                |
|              | <b>B. June 15, 2022 - ITA Meeting (Jihan Grettenberger)</b>                                 |                |
|              | <b>C. General Manager's Report (Ann Freeman-Manzanares)</b>                                 |                |
| <b>VIII.</b> | <b>NEXT MEETING - July 18, 2022</b>                                                         |                |
| <b>IX.</b>   | <b>ADJOURNMENT</b>                                                                          |                |

**Attendance report is attached.**

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

**CALL TO ORDER**

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

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

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

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

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

**APPROVAL OF AGENDA**

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

**INTRODUCTIONS**

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

**MEETING ATTENDANCE**

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

**APPROVAL OF MINUTES**

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

**NEW BUSINESS**

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

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

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

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

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

target pushing to get 72% of urban housing within ½ mile of an urban center, urban corridor, or neighborhood center. Unless there is a change the goal will not be met. The plans the project partners have for the Martin Way Corridor vision is looking for an attractive mixed-use, high-density residential and commercial area where people enjoy walking, shopping, working and living. Over time, it will transition away from automobile-dominated use to a more pedestrian-friendly streetscape that also encourages bicycling and supports high-capacity transit. This is the vision that has been set by the jurisdictions for a while. Looking at future conditions it is not likely to be achieved with a ‘business as usual’ approach that relies heavily on market conditions to bring private investment. They looked at Martin Way in different ways to try and see how they could change transportation and land use both. She discussed performance measures to try and meet those changes. For transportation they looked at safety and business access, for those traveling by car, bicycling, bus, and walking. For land use they looked at housing affordability, visual appeal of the corridor, public spaces, and engagement for those who live and work on the corridor. They took three different ideas looking at minimal improvement, that really make small investments to improve safety and mobility for people walking and biking. They looked at moderate improvements that make big investments especially at key locations to improve safety and mobility for people who walk, bike, use transit and drive. Then the mighty improvements which is an even bigger investment at those key locations to improve mobility for all users. The minimal improvements of the corridor are really simple and include the low hanging fruit, like a painted buffer between traffic and the bike lane; a shared-use pathway with a protective barrier between I-5 and Carpenter Road; driveway consolidation (access management) to reduce the number of curb cuts for those turning on and off Martin Way accessing businesses. The moderate improvements build on that and adds in 10’ sidewalk throughout the corridor; widening the existing ones and filling in the gaps; keeping the shared-use pathway with the protective barrier between I-5 and Carpenter because it is an environmentally sensitive area; and again driveway consolidation and access management. In addition to those three things, they would look at doing mid-block crossings where warranted for people to get across Martin Way; roundabouts at Pacific and Lilly, and bus pullout would be converted to in-lane stops. The third alternative is the mighty improvements where again it is building on the 10’ sidewalks including through the Martin Way dip; buffered and wider bike lanes; and improve crossings and pavement markings at Lilly, Sleater-Kinney, and Duterrow; driveway consolidation; midblock crossings, and roundabouts at Pacific and Lilly. The big change on top of all that would be business access transit lanes between Pacific and Marvin. Van Every shared some information on how the alternatives stack up against each other including no improvement at \$0; minimal improvements at \$19.2M; moderate improvements at \$62.5M; and mighty improvements at \$148.5M. With minimal improvements there will be some improvements for safety for those who are biking and walking. The moderate alternatives will yield better safety for all travelers but some really good improvements for people bicycling, transit users, and walker. The mighty alternative will yield some really good improvements for safety in all those categories but the tradeoff is that it will be a little more difficult to travel the corridor by car. For business access there won’t be much change for the minimal improvements, but the moderate improvements and mighty improvements people will utilize new turns for access as well as utilize roundabouts to get into those businesses rather than making left hand turns across Martin Way. Land use also has three scenarios and one is notable development with an affordable housing focus concentrating land use interventions at nodes or key intersections to increase affordable housing options. Then there is a maximum redevelopment nodal scenario again concentrating land use interventions at those key intersection to maximize redevelopment whether that is market rate housing,

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

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

*Van Every answered questions.*

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

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

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

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

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

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

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

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

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

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



*Van Every* – responded that the plan is almost together and pointing them in a direction that says if they want to see something different, they have to do something more. They're still gathering public input and still need to talk to the jurisdictions. They hope to get the alternatives analysis and feedback report done by September, October and will be fairly quickly after that they can get the action plan together. Hopefully it will be done by the end of the year but might be in early 2023.

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

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

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

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

- B. 2021 WALK N ROLL/YOUTH EDUCATION UPDATE - (Kerri Wilson)** Wilson introduced herself and shared that she is the Youth Education Supervisor. In 2021 the program was still limited to mostly remote and outdoor activities, but they still found creative and meaningful ways to provide encouragement and education on biking, walking and rolling, and public transit to youth and families in the community. She would also share some exciting plans for 2022 some of which are already underway. In partnership with Safe Kids Thurston County (SKTC) and the North Thurston Public Schools with funding from State Farm, Walk N Roll (WNR) installed the first traffic garden in Thurston County. The miniature streetscape provides a fun and safe place for Mountain View students to practice bicycle and pedestrian safety skills in their PE classroom. The traffic garden is also open to the community during non-school hours. Mountain View Elementary school utilizes a bike bicycle fleet that the North Thurston School District owns and moves around to different

schools. One of the challenges they had is that some of the kids didn't know how to ride a bike and weren't able to participate. They helped them apply for a grant from Strider for a fleet of balance bikes. They are small bikes without pedals used to teach young kids how to ride. They do also have pedal conversion kits to add when they get more advanced. This means that kindergarteners and first graders will get to learn to ride and practice bicycle safety skills in their PE classroom. They'll also get to use the traffic garden. With funds from State Farm, WNR also got a mini fleet of balance bikes that will be used with the bike rodeo and traffic garden outreach. In addition to the permanent traffic garden they also partnered with SKTC, the City of Olympia Parks and Recreation and the Olympia Police Department (OPD) to install two pop-up traffic gardens last summer with spray chalk. These gardens were installed at Garfield and Roosevelt Elementary schools. The community was invited to visit these traffic gardens and encouraged to practice bicycle safety skills. This was a way for WNR to engage in a safe way in 2021. They also did a helmet giveaway at both schools to kick off the event. They also had a chance to hold one bike rodeo at Tumwater Spring Break camp and they did lend the kit to OPD who also used it for an event over the summer. This year there are quite a few planned. For those not familiar a bike rodeo provides youth a fun way to practice bicycle safety and handling skills through a variety of different skills courses and fun games. They also do a helmet fitting, bike safety check and a few other things to make the whole event educational and safe for all participants. In partnership with OPD, Safe Kids and Target Zero they distributed over 500 traffic safety yard signs designed by youth in Thurston County and printed with a grant from State Farm. They have about 500 left to distribute and will be taking them to events this spring and summer.

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

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

organizing a challenge then kids weren't able to participate. Now all youth in Thurston County can participate in the Youth Bike Challenge and the 2022 event is happening right now in the month of May.

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

*Wilson answered questions.*

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

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

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

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

## **CONSUMER ISSUES**

- Bonauto – inquired on behalf of a neighbor about service transitioning from half hour back to every 15 minutes. His neighbor has been diligent and sent in a couple inquiries to customer comment address and didn't get a response. He thought it might be a good idea to follow up on how responsive staff is being.  
Freeman-Manzanares – indicate they do try to respond to everybody asking questions and in this particular case wish they had an answer regarding return of service dates. It is dependent upon the number of operators available. There is a big issue with finding enough to put service on the street. They anticipate having 5 classes this year and are not even pulling even with the number of individuals coming into class. Another class is starting on the 6<sup>th</sup> of June. We are behind the curve, meaning we are losing more than we are gaining. This is impacting many routes including the 13, The One, as well as Dash service. If you know 100 great people that are looking for employment, please send them to [Intercity Transit](#).
- Peterson – inquired about the WNR program and how it began and is funded. It strikes him as a very positive thing and he would like some program history.  
Freeman-Manzanares – shared that we received a small portion of grant funding and the remainder is local funds. There are a variety of programs within our youth education

program. They have a walk to school program, bike shop downtown where they repair bikes for youth in the community. They teach safe bicycling programming through parks and recreation programs and school systems. The basic premise is active transportation is effective, good for the environment and everyone who rides the bus starts as a pedestrian or cyclist. And there are some basic safety skills that can help save lives. One child hit while walking/biking to school, or anywhere is one too many. It's an opportunity to help them be safe walking, biking, and riding the bus.

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

## **REPORTS**

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

take advantage of the investment in website and utilize GovDelivery. Visit the website to [get connected](#).

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

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

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

## **ADJOURNMENT**

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

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

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-A  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee

**FROM:** Karen Parkhurst, TRPC Planning & Policy Director

**SUBJECT:** Coordinated Human Services Transportation Plan Update

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1) **The Issue:** Staff from the Thurston Regional Planning Council (TRPC) is seeking input to update the Coordinated Human Services Transportation Plan.

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2) **Recommended Action:** Presentation and discussion.

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3) **Policy Analysis:** As a provider of services, Intercity Transit partners with TRPC to gather information and ensure the plan continues to reflect community values and needs.

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4) **Background:** The Coordinated Human Services Transportation Plan serves as a comprehensive guide for addressing transportation choices, gaps, and solutions for individuals who because of age, income or ability may face mobility challenges. The goals of the plan are to: increase mobility options, improve individual service, increase coordination with other systems and programs, improve efficiency and identify and obtain sustainable funding to close gaps.

The plan was last updated in 2019. Karen Parkhurst, Planning & Policy Director at the Thurston Regional Planning Council (TRPC) will join us to both educate about the plan and seek input from CAC members to ensure the plan is reflective of our community values and needs

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

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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; Goal 3-Maintain a safe and secure operating system; Goal 4-Provide responsive transportation options within financial limitations; 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

the community, such as access and equity as a service provider and as an employer.

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- 8) **References:** [Coordinated Human Services Transportation Plan | Thurston Regional Planning Council, WA \(trpc.org\)](#)



**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-B  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee

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

**SUBJECT:** 2022 Bicycle Community Challenge Update

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

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  - 2) **Recommended Action:** For information and discussion.

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  - 3) **Policy Analysis:** Intercity Transit made encouragement and promotion of transportation options a key part of its mission. This includes non-motorized alternatives like bicycling. The agency took over the Bicycle Commuter Contest (now Bicycle Community Challenge) in 2006.

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

Bicycling is a significant transportation and public health element in Thurston County, and Intercity Transit's incorporation of bicycling into its trip reduction and alternative commute promotion has been well received. Under the agency's guidance, the program has seen a trend of increasing participation, enthusiastic sponsorship, strong event attendance and media attention. The BCC has broadened and sustained successful partnerships between Intercity Transit, local jurisdictions, the business community, and the general public as well as generating public goodwill. Participation in the BCC has been impacted by the COVID-19 pandemic and has been lower the past two years, but is beginning to rebound.

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

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

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6) **Budget Notes:** The cost of the Bicycle Commuter Challenge is largely staff time for one temporary position. The annual budget for the BCC is \$25,000; however, expenditures are usually less than this amount due to sponsorships and in-kind support.

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7) **Goal Reference: Goal #2:** *“Provide outstanding customer service.”* **Goal #4:** *“Provide responsive transportation options within financial limitations.”*

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

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-C  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee

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

**SUBJECT:** 2022 Community Advisory Committee Recruitment

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- 1) **The Issue:** Present timeline and process information for the 2022 Community Advisory Committee (CAC) recruitment.
- 
- 2) **Recommended Action:** Select three members to participate on an ad-hoc committee to interview candidates and make recommendations to the full Authority.
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- 3) **Policy:** In 2001, the Intercity Transit Authority chartered a Community Advisory Committee. In 2011, the Authority approved an additional youth position, increasing the number of members from 19 to 20. It was the Authority's direction to conduct an annual recruitment. New members are appointed by the Transit Authority.
- 
- 4) **Background:** The Community Advisory Committee members serve three-year terms and may serve no more than two consecutive three-year terms. The exception is the youth position which is a one-year term. The youth member can apply for a three-year position if they wish. Each fall, staff conducts a recruitment to fill vacancies which may occur throughout the year, through expiration of terms, or if members do not seek reappointment.

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

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

Applications are proposed to be available September 1, 2022, and due on October 7, 2022. The Authority will select interviewees on October 19, 2022. Interviews are proposed for November 2 with candidate selection on November 16, 2022, or December 7, 2022.

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

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

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

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

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-D  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee

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

**SUBJECT:** 2023-2028 Strategic Plan - Mission and Vision

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- 1) **The Issue:** Review our existing “Mission” and “Vision Statements” from the 2022–2027 Strategic Plan to determine if they remain relevant or need updating for the 2023-2028 Strategic Plan.
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- 2) **Recommended Action:** This item is for consideration and discussion.
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- 3) **Policy Analysis:** The strategic plan is Intercity Transit’s primary policy document and is updated annually. The document provides direction regarding the level of resources and priorities devoted to services and projects. The strategic plan defines the basis of our annual budget and workplan.
- 
- 4) **Background:** This is an opportunity to review Intercity Transit’s Mission and Vision Statement and determine if they remain relevant or if they need updating for the 2023-2028 Strategic Plan.

“Mission” and “Vision” are sometimes used interchangeably. Intercity Transit has utilized this definition in the past: A Mission Statement outlines why an organization exists. A Vision Statement reflects what organizational success looks like. It serves as our guide to action. It is consistent with the organization’s goals. It challenges and inspires us to achieve our mission.

The following is our existing Mission and Vision statements for your review and consideration:

**Mission Statement**

*Our mission is to provide and promote transportation choices that support an accessible, sustainable, livable, healthy and prosperous community.*

**Vision Statement**

*Our vision is to be a leading transit system in the country, recognized for our well trained, highly motivated, customer-focused, community-minded employees committed to enhancing the quality of life for all citizens of Thurston County.*

- 
- 5) **Alternatives:**  
A. For consideration and discussion.  
B. Delay review and discussion associated with these items.
- 
- 6) **Budget Notes:** The strategic plan provides the basis for the development of our annual budget. The costs associated with development of the strategic plan are in terms of Authority, CAC and staff time.
- 
- 7) **Goal Reference:** The Strategic Plan specifies how resources will be allocated to address all of the Authority's goals.
- 
- 8) **References:** [2022-2027 Strategic Plan](#) and the [Short and Long Range Plan](#).

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-E  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee  
**FROM:** Ann Freeman-Manzanares, 705-5838  
**SUBJECT:** 2023-2028 Strategic Plan – Goals and End Policies

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- 1) **The Issue:** Review our existing “Goals and End Policies” in the 2022–2027 Strategic Plan to determine if they remain relevant or need updating for the 2023-2028 Strategic Plan.

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  - 2) **Recommended Action:** This item is for information and discussion.

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  - 3) **Policy Analysis:** The Strategic Plan is Intercity Transit’s primary policy document and is updated annually. The Authority’s direction provides the level of resources and priorities devoted to services and projects. The Strategic Plan defines the basis of our annual budget and workplan.

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  - 4) **Background:** This is an opportunity to review the Goals and End Policies in our current Strategic Plan and determine if they remain relevant or if they need updating for the 2023-2028 Strategic Plan.

In 2015, the Authority amended and added statements to focus on accessing transportation needs throughout the PTBA, ensuring the agency was addressing needs within financial limitations, defining success based on satisfaction levels as opposed to increased ridership, and explicitly stating that a goal is to encourage youth participation.

In 2017, the Authority amended and added to the statements to focus on reflecting social and environmental sustainability impacts; and to educate, encourage and work with community members, partners and stakeholders to explore and appreciate the benefits of public transportation. Also, Goal 7 was added which focused on building community partnerships to jointly address the mobility needs and demands in our community.

In 2018, as the Authority contemplated community directed service initiatives and our financial future, we were working to gain legislative approval to increase our local sales tax option and were moving through the final stages of the long-range planning process. The Authority amended the end policy for Goal 6 to not only educate and encourage community members to explore and appreciate the benefits of our services and programs, but to utilize the use of our services.

In 2019, the Authority emphasized to the extent feasible, efforts would be made to integrate with broader sustainability goals, that we would reduce barriers to access and increase ridership while making the system easier to use, and that we would continue to build partnerships to identify and implement innovative solutions that address mobility needs as well as educational and socio-economic opportunities in our community.

**The following are the 2022-2027 goals and end policies for your consideration:**

**Goal 1:** Assess the transportation needs of our community throughout the Public Transportation Benefit Area.

**End Policy:** 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.

**Goal 2:** Provide outstanding customer service.

**End Policy:** Customers, staff and the broader community will report a high level of satisfaction.

**Goal 3:** Maintain a safe and secure operating system.

**End Policy:** Focus on the continual improvement for the safety and security of all customers, employees, and facilities.

**Goal 4:** Provide responsive transportation options within financial limitations.

**End Policy:** 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.

**Goal 5:** 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.

**End Policy:** Resources will be used efficiently to minimize the negative impact on the environment and the community and, to the extent feasible, efforts will be pursued that integrate or otherwise align with broader sustainability goals.

**Goal 6:** Encourage use of our services, reduce barriers to access and increase ridership.

**End Policy:** Educate and encourage community members to explore, appreciate and utilize the benefits of our services and programs while making the system easier to use.

**Goal 7:** Build partnerships to identify and implement innovative solutions that address mobility needs and other critical challenges in our community, such as access and equity as a service provider and as an employer.

**End Policy:** Work with governmental entities, educational institutions, businesses, and not-for-profit community partners to understand our joint responsibility to facilitate great mobility options as well as educational and socio-economic opportunities in our community.

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**5) Alternatives:**

A. For consideration and discussion.

B. Delay review and discussion associated with these items.

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- 6) **Budget Notes:** The Strategic Plan provides the basis for the development of our annual budget. The costs associated with development of the Strategic Plan are in terms of Authority and staff time.
- 
- 7) **Goal Reference:** The Strategic Plan specifies how resources will be allocated to address all of the Authority's goals.
- 
- 8) **References:** [2022-2027 Strategic Plan](#) and the [Short and Long Range Plan](#).

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. V-F  
MEETING DATE: June 20, 2022**

**FOR:** Community Advisory Committee  
**FROM:** Ann Freeman-Manzanares, 705-5838  
**SUBJECT:** 2023–2028 Strategic Plan Policy Positions

- 
- 1) **The Issue:** Review our existing policy issues for the 2022-2027 Strategic Plan to determine if they remain relevant or need updating for the 2023-2028 Strategic Plan.
- 
- 2) **Recommended Action:** This item is for consideration and discussion.
- 
- 3) **Policy Analysis:** The Strategic Plan is Intercity Transit’s primary policy document and is updated annually. The Authority’s direction provides the level of resources and priorities devoted to services and projects. The strategic plan defines the basis of our annual budget and workplan.
- 
- 4) **Background:** Every year the Authority defines critical policy issues and establishes direction for staff and the future of Intercity Transit. In our 2022 plan, the Authority directed staff to develop a work plan and budget recognizing that flexibility would be necessary to respond as the COVID-19 situation evolved. COVID-19 had already delayed action contained in our long-range plan and there was an understanding that it might impact plans for 2022 as well. The Authority directed staff to take a more conservative approach until more was known regarding public health and economic outcomes.

Below is a list of policy issues to consider. Included with each is a note regarding Authority direction for 2022 and points for consideration in 2023 and beyond. This is not meant to be an exhaustive list of activities and projects but broad policy direction for staff to develop our 2023 budget and workplan.

**1. Should Intercity Transit maintain service levels in 2023 or consider new or expanded local transit services needed to serve the growing population?**

**2022:**

- Continue to evaluate restoration of service to pre-COVID-19 levels.
- Dependent upon the status of COVID-19, public health, and economic outcomes, proceed with the implementation of the Long-Range Plan.

**2023:**

- Continue to focus on the restoration of service to pre-COVID-19 levels.
- Proceed with the implementation of the Long-Range Plan recognizing COVID-19, and in particular impacts to the labor market, have delayed our forward momentum.

**2. What is Intercity Transit’s role in providing regional mobility?**

**2022:**

- Continue to evaluate restoration of service to pre-COVID-19 levels in consultation with

our public health officials.

- Continue to seek a return of Pierce Transit as a funding partner for inter-county services.
- Continue to seek and utilize grant funds to deliver service between Thurston and Pierce Counties. It should be noted that State Regional Mobility Grant funds for this service expire June 30, 2021. Staff is seeking funding through the State Consolidated Grant program to continue this service. If funds are not available to support this service, the Authority should consider whether to pay for continued service between Thurston and Pierce County.
- Focus on priority movement for transit which promotes “passenger” or “people” through-put as opposed to “car” through-put.
- Consider streamlining service to but not within Pierce County. This would eliminate duplicative regionally provided trips and eliminate Intercity Transit operating zero fare service within Pierce County.

**2023:**

- Continue to seek grant funds to deliver service between Thurston and Pierce Counties.
- If grant funds, or a partnership with Pierce Transit, are not available to support this service, the Authority should consider whether or not to pay for continued service between Thurston and Pierce County.
- Consider streamlining service to, but not within, Pierce County. This would eliminate duplicative regionally provided trips and eliminate Intercity Transit operating zero-fare service within Pierce County.
- Focus on priority movement for transit which promotes “passenger” or “people” through-put as opposed to “car” through-put.

**3. What role should Intercity Transit play in serving the core areas of Olympia, Lacey, and Tumwater areas?**

**2022:**

- Continue to evaluate restoration of service to pre-COVID-19 levels.
- Dependent upon the status of COVID-19, public health and economic outcomes, proceed with the implementation of the Long-Range Plan.
- Dependent upon public health directives, continue to promote strategies to remove barriers and increase ridership.

**2023:**

- Proceed with the implementation of the Long-Range Plan recognizing COVID-19, and in particular impacts to the labor market, may continue to delay forward momentum.
- Promote strategies to remove barriers to utilize of our services.

**4. Is there a role for local express service in the current service area?**

**2022:**

- Continue to evaluate restoration of service to pre-COVID-19 levels.
- Dependent upon the status of COVID-19, public health and economic outcomes, proceed with the implementation of the Long-Range Plan.
- Continue to seek and utilize grant funds to support the implementation of the Martin Way-Harrison high-density demonstration project.

- Pursue project planning and funding for bus rapid transit. • Dependent upon public health directives, continue to promote strategies to remove barriers and increase ridership.

**2023:**

- Pursue project planning and funding for bus rapid transit light and all associated projects.

**5. Should transit priority measures – signal priority, queue bypasses, bus lanes – be considered?**

**2022:**

- Take an active role in land use planning efforts to advocate development which supports transit and other active transportation choices.
- Partner with local jurisdictions to implement signal priority to enhance the safety, speed and reliability of bus movement.
- Partner with Thurston Regional Planning Council and our local jurisdictions to develop our high-density corridors into “smart corridors.”
- Explore improvements to corridor travel to improve access to transit stops.
- Focus on coordinated emergency management response.

**2023:**

- Take an active role in land use planning efforts to advocate development which supports transit and other active transportation choices.
- Partner with local jurisdictions to implement signal priority to enhance the safety, speed and reliability of bus movement.
- Partner with Thurston Regional Planning Council and our local jurisdictions to develop our high-density corridors into “smart corridors.”
- Explore improvements to corridor travel to improve access to transit stops.
- Focus on coordinated emergency management response.

**6. Should Intercity Transit pursue efforts to coordinate service with local school districts?**

**2022:**

- Continue the Youth Education Program within the guidelines of public health and school district directives.
- Expand our creativity and coordination with school districts, youth and our community as a whole to teach skills for safe walking, biking and transit use.
- Partner with districts to identify any and all potential coordination opportunities.
- Continue to focus our programmed activities to areas within our PTBA.

**2023:**

- Continue the Youth Education Program within the guidelines of public health and school district directives.
- Expand our creativity and coordination with school districts, youth and our community as a whole to teach skills for safe walking, biking and transit use.
- Partner with districts to identify any and all potential coordination opportunities.
- Continue to focus our programmed activities to areas within our PTBA.

**7. What level of passenger infrastructure (bus shelters, benches, lighted stops, passenger information) is appropriate?**

**2022:**

- Recognize the experience of riding the bus begins before one boards the bus.
- Prioritize bus stop improvements by the level of passenger activity.
- Emphasize stops located on major corridors as well as stops located near facilities serving elderly persons and those with special transportation needs.

**2023:**

- Recognize the experience of riding the bus begins before one boards the bus.
- Prioritize bus stop improvements by the level of passenger activity.
- Emphasize stops located on major corridors as well as stops located near facilities serving elderly persons and those with special transportation needs.

**8. What additional investments in technology should be made beyond the current Advanced Communications System project?**

**2022:**

- Complete the installation and testing of our new radio communications system.
- Pursue installation and testing of our new CAD/AVL system.
- Monitor and focus on improvements to the website, gov.delivery, and other customer communication tools.
- Continue to evaluate our Information Systems function.
- Pursue enhancements to our fleet and systems management software to enhance efficiency and operations.
- Actively explore new and emerging technologies proven to increase efficiency, safety, cost-savings and enhance the customer experience.
- Focus on emergency management response and continuity of operations.

**2023:**

- Monitor and focus on improvements to the website, gov.delivery, and other customer communication tools.
- Continue to evaluate our Information Systems functions.
- Pursue enhancements to our fleet and systems management software to enhance efficiency and operations.
- Actively explore new and emerging technologies proven to increase efficiency, effectiveness, safety, cost-savings, enhance the customer experience and follow a pathway to better environmental outcome.
- Focus on emergency management response and continuity of operations.

**9. Should the vanpool program continue to expand to keep pace with demand?**

**2022:**

- Focus on outreach and education.
- Build partnerships to support business and enhanced employment opportunities.
- Pursue grants as appropriate.
- Dependent upon public health directives, continue to promote strategies to remove barriers and increase ridership.

**2023:**

- Focus on outreach and education.
- Build partnerships to support business and enhanced employment opportunities.
- Pursue grants as appropriate.
- Dependent upon public health directives, continue to promote strategies to remove barriers and increase ridership.
- Monitor the results of the new fare structure.

**10. Are there capital purchases or other projects that are needed to allow future growth? What is the appropriate timeline for these projects?**

**2022:**

- Continue to finalize design, pursue permitting and construct the Pattison Street Facility Rehabilitation and Expansion project.
- Continue to pursue grant funding for the Pattison Street project, replacement and expansion vehicles, operational expenses and other projects.
- Explore and define capital facilities necessary to facilitate the delivery of service in accordance with the Long-Range Plan.
- Develop a long-term capital funding plan.

**2023:**

- Continue to finalize design, pursue permitting and construct the Pattison Street Facility Rehabilitation and Expansion project.
- Continue to pursue grant funding to support our capital and operational needs.
- Explore, define and pursue funding for capital facilities necessary to facilitate the delivery of service in accordance with the Long-Range Plan.
- Develop a long-term capital funding plan.

**11. Should Intercity Transit pursue additional park-and-ride facilities?**

**2022:**

- Continue to partner with local jurisdictions and the Washington State Department of Transportation regarding potential locations for a park-and-ride facility.
- Pursue joint use agreements as necessary to secure park-and-ride space to support ridesharing, express bus and local transit services.
- While additional park-and-ride locations are likely needed, this plan urges caution in dedicating capital funds for additional park-and-ride facilities at this time.
- Encouraging the creation of HOV lanes, seek funding to support direct highway access from Park-and-Rides and other alternatives to support ridesharing, express bus and local transit services.

**2023:**

- Continue to partner with local jurisdictions and the Washington State Department of Transportation regarding potential locations for park-and-ride facilities.
- Pursue joint use agreements as necessary to secure park-and-ride space to support ridesharing, express bus and local transit services.
- While additional park-and-ride locations are likely needed, this plan urges caution in dedicating capital funds for additional park-and-ride facilities at this time.
- Encouraging the creation of HOV lanes, seek funding to support direct highway access

from Park-and-Rides and other alternatives to support ridesharing, express bus and local transit services.

**12. How do Village Vans, Community Vans, the Surplus Van Grant and Discounted Bus Pass programs fit into Intercity Transit's future plans? Are there other programs of this type that should be considered?**

**2022:**

- Continue support for the Village Vans, Surplus Van Grant and the Community Van programs.
- In conjunction with the zero-fare demonstration project, discontinue the Discounted Bus Pass Program.
- Seek replacement funding for the continuation of the Village Vans Program.

**2023:**

- Continue support for the Village Vans, Surplus Van Grant and the Community Van programs.
- In conjunction with the zero-fare demonstration project, discontinue the Discounted Bus Pass Program.
- Seek replacement funding for the continuation of the Village Vans Program.

**13. Are our services – Dial-A-Lift, Travel Training, and Accessible Fixed-Route Buses adequate to serve persons with disabilities?**

**2022:**

- Continue to focus on the Travel Training and the Bus Buddies program.
- Explore alternative service delivery methods to enhance productivity and reduce program costs.
- Pursue improvements in scheduling software and use of technology to improve productivity and service.
- Attempt to control growth so it doesn't impact our ability to deliver all services.
- Focus on obtaining grant funds to ensure adequate resources to serve this growing population.
- Continue the effort to make all bus stops accessible and to provide shelters and other amenities at stops serving persons with disabilities.
- Apply the principles of Universal Design to all capital purchases and projects, and explicitly consider accessibility and usability for the widest range of individuals when evaluating equipment and technology.

**2023:**

- Continue to focus on the Travel Training and the Bus Buddies program.
- Explore alternative service delivery methods to enhance productivity and reduce program costs.
- Pursue improvements in software and use of technology to improve productivity and service.
- Attempt to control growth so it doesn't impact our ability to deliver all services.
- Focus on obtaining grant funds to ensure adequate resources to serve this growing population.

- Continue the effort to make all bus stops accessible and to provide shelters and other amenities at stops serving persons with disabilities.
- Apply the principles of Universal Design to all capital purchases and projects, and explicitly consider accessibility and usability for the widest range of individuals when evaluating equipment and technology.

#### **14. Is the current fare policy appropriate?**

##### **2022:**

- Continue to implement our zero-fare demonstration program.
- Defer capital investment for new fare collection systems to replace old, obsolete systems pending assessment of zero-fare demonstration.
- Use zero-fare demonstration to promote our mission to support an accessible, sustainable, livable, healthy and prosperous community.
- Track internal and external results associated with the zero-fare demonstration.
- While our focus has, from necessity, been altered by the COVID-19 public health crisis, we will continue to focus on removing barriers to accessing Intercity Transit services to increase ridership (when appropriate), improve speed and reliability of service, attenuate increasing congestion, improve the environment, enhance community health, improve equity and access, retain and recruit business, and enhance educational opportunities.
- Enhance community resiliency by reducing personal transportation expenses to address other needs.
- Monitor regional fare collection system replacement (ORCA) during the zero-fare demonstration project.
- Evaluate and promote system viability and user safety.

##### **2023:**

- Continue to implement our zero-fare demonstration program.
- Defer capital investment for new fare collection systems to replace old, obsolete systems pending assessment of zero-fare demonstration.
- Use zero-fare demonstration to promote our mission to support an accessible, sustainable, livable, healthy and prosperous community.
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- Enhance community resiliency by reducing personal transportation expenses to address other needs.
- Monitor regional fare collection system replacement (ORCA) during the zero-fare demonstration project.
- Evaluate and promote system viability and user safety.

#### **15. Should Intercity Transit's planning for the next six years be financially constrained?**

##### **2022:**

- Yes. Monitor and evaluate economic outcomes and how that might impact our finances.



- Implement service consistent with the long-range plan, continuing to closely monitor revenue collections, operational costs and capital programs.
- Consider financing mechanisms.

**2023:**

- Yes. Monitor and evaluate economic outcomes and how that might impact our finances.
- Implement service consistent with the long-range plan, continuing to closely monitor revenue collections, operational costs and capital programs.

**16. What role should Intercity Transit play in local transportation projects - Commute Trip Reduction, Youth Education Programs and the Bicycle Community Challenge?**

**2022:**

- Work with the Thurston Regional Planning Council, the State of Washington and the affected local jurisdictions to improve the Commute Trip Reduction Program.
- Pursue relationships with private employers to educate about the benefit of transit and other active transportation options to better serve their needs and the needs of their employees.
- Pursue grants to assist in implementing youth and senior programming.
- Continue to support cycling safety, bike maintenance, the Bicycle Commuter Challenge and find additional sources for bike donations.
- With the new location and additional space for Walk N Roll in downtown Olympia, find ways to be of more benefit to the community through our outreach programs.
- Market active transportation to youth and our senior population.

**2023:**

- Work with the Thurston Regional Planning Council, the State of Washington and the affected local jurisdictions to improve the Commute Trip Reduction Program.
- Pursue relationships with private employers to educate about the benefit of transit and other active transportation options to better serve their needs and the needs of their employees.
- Pursue grants to assist in implementing youth and senior programming.
- Continue to support cycling safety, bike maintenance, the Bicycle Commuter Challenge and find additional sources for bike donations.
- Continue to find ways to be of more benefit to the community through our outreach programs.
- Market active transportation to youth and our senior population.

**17. Should Intercity Transit's current marketing approach and level of effort be continued?**

**2022:**

- Focus on strategic community outreach, engagement, messaging and use of available channels to educate and develop our markets.
- Improve the website to better serve our various constituents and be a relevant business and communications tool for the agency.
- Intercity Transit should continue to pursue customer information technology to enhance the customer experience and support service.

**2023:**

- Focus on strategic community outreach, engagement, messaging and use of available

channels to educate and develop our markets.

- Improve the website to better serve our various constituents and be a relevant business and communications tool for the agency.
- Intercity Transit should continue to pursue customer information technology to enhance the customer experience and support service.

**18. What steps should Intercity Transit take to reduce emissions and the negative environmental impacts of our operations?**

**2022:**

- Dependent upon public health directives, promote strategies to increase ridership.
- Take an active role in land use planning efforts to advocate development which supports transit and other active transportation choices.
- Deliver robust and connected service in support of the long-range service plan.
- Replace older, less efficient equipment and facilities when practicable.
- Continue to research and pursue equipment, facilities, and process improvements in light of their social, economic and environmental impacts as practicable.
- Utilize environmentally friendly materials and chemicals, and require vendors and contractors to do the same, to the maximum extent possible.
- Seek to reduce waste production as well as energy and water usage.
- Continue to partner with Thurston Green Business and Puget Sound Energy's Green Power program.
- Pursue alternative fuels studies addressing vehicles and infrastructure.
- Participate in planning activities, as appropriate, and embrace regional efforts to develop and implement climate mitigation actions.

**2023:**

- Dependent upon public health directives, promote strategies to increase ridership.
- Take an active role in land use planning efforts to advocate development which supports transit and other active transportation choices.
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- Pursue alternative fuels studies addressing vehicles and infrastructure.
- Participate in planning activities, as appropriate, and embrace regional efforts to develop and implement climate mitigation actions.

**19. What should be Intercity Transit's policy and actions related to expansion of the PTBA?**

**2022:**

- Maintain the current policy which is not to expand the PTBA.
- Focus on delivering enhanced service within the existing boundaries and serving areas currently not served within the existing PTBA.

- Consider annexation of new areas only if it doesn't negatively impact existing services and only if representatives of these new areas request the Authority take steps to hold an annexation election and can demonstrate support in the area to be annexed.

**2023:**

- Maintain the current policy which is not to expand the PTBA.
- Focus on delivering enhanced service within the existing boundaries and serving areas currently not served within the existing PTBA.
- Consider annexation of new areas only if it doesn't negatively impact existing services and only if representatives of these new areas request the Authority take steps to hold an annexation election and can demonstrate support in the area to be annexed.

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5) **Alternatives:**

- A. For consideration and discussion.
- B. Delay review and discussion associated with these items.

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6) **Budget Notes:** The Strategic Plan provides the basis for the development of the annual budget. The costs associated with development of the strategic plan are in terms of Authority and staff time.

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7) **Goal Reference:** The strategic plan specifies how resources will be allocated to address all of the Authority's goals.

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8) **References:** [2021-2026 Strategic Plan](#); and the [Short and Long Range Plan](#).

**Authority Meeting Highlights**  
***a brief recap of the May 18, 2022, Authority Meeting***

The meeting was held remotely in accordance with the Open Public Meetings Act guidelines in the Governor's Proclamation [20.28.15](#).

**Wednesday night, the Authority:**

- Authorized the General Manager to approve funding in the amount of \$179,470 to have DES enter into a contract for roof and gutter upgrades on the Lacey Transit Center shelter stations with Emtech, LLC. *(Tammy Ferris)*
- Authorized the General Manager to execute an 18-month contract, with four one-year renewal options, with PalAmerican to provide Transit Center Security Services in the amount of \$1,530,000. *(Katie Cunningham)*
- Adopted the 2023-2026 Transportation Improvement Program (TIP) for projects with anticipated Federal funding. *(Eric Phillips)*

**Other Items of Interest:**

- Recognized **Dial-A-Lift driver Dan Savage** for taking second place at the 31<sup>st</sup> Annual Community Transportation Association of America (CTAA) Roadeo last week in Louisville, Kentucky. Savage competed in the Body-on-Chassis/Paratransit Division against 50 competitors from 48 transit agencies across the country. The Roadeo tests the drivers' skills and abilities with a primary focus on safe operations and passenger sensitivity.
- Welcomed **Vehicle Detailers Tina Gese, Dylan AINU'u, Tony Houdyshell, and Mason Kuenstler; Walk N Roll Program Representative A Puri; HR Manager, Alana Neal; Lead Accounting Specialist, Bill Nevue.**
- Allison Osterberg from TRPC gave a presentation on the Martin Way Corridor Study.

**General Manager's Report:**

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

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

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

Freeman-Manzanares gave a shout-out to Authority member, Councilmember Brian Hess from Yelm. He has been chatting with folks associated with JBLM who are preparing to transition to civilian life and staying in the area, and recommending they get their CDL from Troops into

Transportation and apply to Intercity Transit to be a bus driver. This is very much appreciated as we need additional staff to be able to support service on the street, and it's imperative that we recruit additional individuals so IT can fulfill the promises made in Proposition 1 and fulfill the Authority-approved Strategic Plan. It is incredibly frustrating and disappointing to have the funding to deliver more service but simply do not have enough people to deliver that service.

The State Audit process has begun, and we thank Chair Gilman for taking care of the entry audit conversation. Suzanne Coit, Chief Financial Officer, is retiring in July and she requested we get on the state audit schedule as quickly as possible so we could complete our audit before she leaves. The Olympia office typically does our audit, but had no availability, however, the audits are being done remotely, and Coit asked if it was possible to look for a team in another part of the state to get this done as quickly as possible.

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

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

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

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

It's worth mentioning the depth of talent within Intercity Transit. In 2019, in addition to Savage taking first in BOC, Operators David Randall took 2<sup>nd</sup> place in the 35' coach category, Rob Wood took 1<sup>st</sup> in 40' coach, and our Maintenance Team (Joe Bell, Grant Swidecki and James Bush) took 1<sup>st</sup> place. Because of all this success, Intercity Transit was awarded the Grand Champion designation for the fifth year in a row. At the last APTA International competition held in 2019, our Maintenance Team took 13<sup>th</sup> in North America, and Rob Wood took the 40' coach competitor, and won the title of the Best Driver in North America. IT's combined score earned

second place for overall achievement in North America between much larger systems like Oakland and Dallas.

Staff is in the process of applying for the APTA Outstanding Public Transportation System Award. The Authority, the CAC, the community, and staff have set IT up as an organization for success. Freeman-Manzanares is proud to look at the application materials and knows that while we don't have the space to include everything IT has done, our accomplishments are many and very impressive. APTA will announce the award at their Fall conference being held in Seattle.

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

Prepared May 19, 2022  
Pat Messmer/Clerk of the Board

**Authority Meeting Highlights**  
***a brief recap of the June 15, 2022, Authority Meeting***

**Wednesday night, the Authority:**

- Approved a structure adjustment of 4.24% as recommended in the 2022 Non-Represented Employee Compensation Review. *(Ann Freeman-Manzanares)*
- Authorized the General Manager to execute a contract amendment with ALS for landscaping and grounds maintenance services at Intercity Transit facilities for a period of one year in the amount of \$88,025, including sales tax. *(Katie Cunningham)*
- Approved an increase in the total not-to-exceed amount of the contract for services supporting the CAD/AVL implementation with IBI Group to \$478,583.00 and authorize the General Manager to execute an amendment to extend the contract with the IBI Group through July 9, 2023. *(Jeff Peterson)*
- Authorized the General Manager to execute Task Orders 2 and 3 with Iteris, Inc. providing additional contract authority of \$526,862.33 for a revised total not-to-exceed contract value of \$667,642.33 supporting engineering and consulting services for implementation of the Transit Signal Priority and Thurston Smart Corridors. *(Eric Phillips)*
- Adopted amendments to Resolution 01-2022 Amending Appointment Agent to Receive Claims for Damages and Resolution 02-2022 Appointing Auditing Officer. *(Ann Freeman-Manzanares)*
- Scheduled a public hearing for July 20, 2022, at 5:30 p.m. to receive public comment on proposed changes to the vanpool fare policy providing clarifying language that passengers 18 years of age and younger can ride vanpool free of charge. *(Ann Freeman-Manzanares)*
- Deferred to the next Authority meeting the process, timeline, and selection of three Board members to participate on the ad-hoc committee to interview Community Advisory Committee candidates. *(Ann Freeman-Manzanares)*
- Reappointed Citizen Representative Sue Pierce to a second three-year term on the Intercity Transit Authority Board, effective January 1, 2023. *(Ann Freeman-Manzanares)*

**Other Items of Interest:**

- Welcomed **Kristen Wilson, Vehicle Detailer; Craig Laslie, HR Analyst; and Jana Brown, Chief Financial Officer.**
- Received an update on the Bicycle Commuter Challenge. *(Duncan Green)*

**General Manager's Report:**

At the May 18, 2022, Authority meeting, through public comment, several members of the community requested Intercity Transit reinstate the mask mandate on the buses and the Authority requested staff address the issue. On April 18, 2022, the Transportation Security Administration released a statement that they would no longer enforce its Security Directives

and Emergency Amendment requiring mask use on public transportation and transportation hubs. They did include in that statement that the Centers for Disease Control and Prevention (CDC) continue to recommend that people wear masks in indoor public transportation settings.

Requiring all passengers to wear masks in order to ride is something that IT likely has the ability to do. However, this would place our Operations staff in harm's way. At one time, it would be fair to say that fare collection was the number one source of conflict between passengers and Operators, until the mask mandate took effect. Throughout the pandemic Intercity Transit has followed all public health orders. Freeman-Manzanares spoke to the Thurston County Public Health Officer, who is not looking to issue an order around mandatory masking at this time. That could change for the CDC, TSA and our Public Health Officer as this, or other situations involving public health evolve, but mandatory masking is not recommended at this time.

Intercity Transit follows the CDC's statement encouraging the use of masks on public transportation in our promotional materials. IT encourages staff to wear masks but is not mandating it. The Department of Justice filed an appeal challenging the federal judges' April order that overturned the mandate. Intercity Transit will stay tuned and share information as it becomes available. However, the current recommendation is to continue to follow the public health's directions.

The Pattison Construction Team is preparing to review 50% construction documents for the next phase of the South Parcel, which includes the maintenance building and the remainder of the site, in anticipation of submitting permits at the end of September or beginning of October. Permitting could take three to six months and staff is under some pressure to pull things together.

The Pattison Street North Parcel Construction tours are scheduled for Monday, June 20 starting at 3 p.m. and Wednesday June 22, starting at 2:30 p.m.

Intercity Transit held a virtual audit again this year. Suzanne Coit requested an early audit to ensure it was completed prior to her retirement. The audit was very successful and finished in a really short period of time due to the prompt response by IT staff.

The state auditor completed their review of Intercity Transit with no findings. Audit Highlights included:

- *Transit responded promptly to requests and provided all of the documents necessary to complete the audit in a timely manner.*
- *Transit has good processes in place to ensure its financial data is fairly presented in all material respects.*

Freeman-Manzanares thanked staff for their work, day in and day out to ensure IT completed a clean audit. Freeman-Manzanares gave a shout out to Suzanne Coit and her finance team (*Kiera Maryott, Brian White, Bill Nevue and Lori Vani*). This also includes *Jessica Gould (Grants)* and Procurement staff (*Steve Krueger, Tammy Ferris, Jeff Peterson and Katie Cunningham*) for their hard work on the 2021 audit.

Intercity Transit is pleased to welcome the City of Olympia Familiar Faces folks downtown in the Olympia Transit Center office. That is a great benefit to IT and the City of Olympia.



Intercity Transit had 24 confirmed cases of COVID between June 1 and June 13. This is more positive cases than experienced between January 1 and January 13, 2022. Prior to COVID, Intercity Transit had 255 Operators and currently there are 195 active Operators. IT is focused on enhancing recruitment efforts for positions throughout the organization. If anyone knows of someone who would like to join Intercity Transit, please have them contact us or visit our website at [www.intercitytransit.com](http://www.intercitytransit.com).

Prepared June 16, 2022  
Pat Messmer/Clerk of the Board

## COMMUNITY ADVISORY COMMITTEE ATTENDANCE RECORD

		1	2	3	4	5	6	7	8	9	10	11	12	
CAC	Members	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Gene	Angel	Absent	Absent	Absent	M E E T I N G  C A N C E L L E D	Absent								
David	Bonauto													
Nikki	Crist						Absent							
Jonah	Cummings	Absent	Absent	Absent			Absent							
Ursula	Euler													
Ty	Flint		Absent											
John	Gear						Absent							
Jihan	Grettenberger						Absent							
Betty	Hauser													
Marie	Lewis	Absent	Absent				Absent							
Joan	O'Connell			Absent			Absent							
Lloyd	Peterson													
Naythan	Raymos						Absent							
Marilyn	Scott	Absent												
Walter	Smit		Absent											
Natalie	Smith			Absent			Absent							
Allison	Spector	Absent					Absent							
Edwina	Waehling	Absent					Absent							
Rachel	Weber													
Eliane	Wilson													

= Joint meeting does not count against required meeting attendance