

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
February 19, 2025

CALL TO ORDER

Chair Cox called the February 19, 2025, meeting of the Intercity Transit Authority to order at 5:35 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Chair and City of Lacey Councilmember Carolyn Cox; Vice Chair and Community Representative Sue Pierce; Thurston County Commissioner Carolina Mejia; City of Tumwater Councilmember Kelly Von Holtz; City of Olympia Councilmember Robert Vanderpool; Community Representative Wendy Goodwin; Community Representative Justin Belk; Labor Representative, Mark Neuville.

Members Excused: City of Yelm Councilmember Brian Hess.

Staff Present: Emily Bergkamp; Pat Messmer; Amanda Collins; Peter Stackpole; Brian Nagel; Jana Brown; Dena Withrow; Heather Stafford; Jason Aguero; Ramon Beltran; Tammy Ferris; Brenden Houx; Rob LaFontaine; Jane Denicola; Paul Kierzek; Jonathan Martin; Amy Zurfluh; Cameron Crass; Jonathon Yee; Michael Maverick.

Others Present: Jeff Myers, Legal Counsel; Hallie Sutter, Community Advisory Committee.

APPROVAL OF AGENDA

It was M/S/A by Von Holtz and Goodwin to approve the agenda as presented.

PUBLIC COMMENT

Members of Amalgamated Transit Union Local 1765 and the general public gave public comment regarding wages and benefits being considered in Intercity Transit's current contract negotiations with ATU Local 1765. ATU is the labor union representing Operators, Customer Service Representatives and Dial-A-Lift Dispatch Specialists.

APPROVAL CONSENT AGENDA

It was M/S/A by Goodwin and Von Holtz to approve the consent agenda as presented.

- A. Minutes – January 15, 2025, Regular Meeting**
- B. Payroll January: \$5,700,601.31**
 - Warrant Numbers: 41611-41612; 41697-41699; 41734-41735; 41866-41871 in the amount of \$22,305.32
 - ACH Payment Amount: \$5,678,295.99
- C. Accounts Payable January: \$6,541,371.75**

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- Disbursed Warrants: 41605-41610; 41613-41696; 41762-41815; 41816-41865 in the amount of \$6,530,547.79
- Voided Warrants: 41086 & 41317
- ACH Payments: \$10,823.96

NEW BUSINESS

A. Task Order w/WSP first phase of BRT Lite Planning. Development Director, Peter Stackpole, presented a Task Order with WSP USA, Inc. for Bus Rapid Transit Implementation Plan and Pilot Station Design. Initially launched in 2019 and later suspended due to the COVID-19 pandemic, "The One" demonstration project introduced BRT-style service to the region with a crosstown express route. The new phase will leverage Transportation Systems Management and Operations (TSMO) strategies to enhance service efficiency, user experience, and system integration.

Key elements of the project include:

- **Corridor Inventory and Station Feasibility:** Conducting a high-level analysis of existing transit stops to determine the feasibility of conversion into branded BRT stations. Criteria will include pedestrian access, ridership potential, lighting, and connectivity. New station locations will also be identified, particularly near intersections suitable for transit speed and reliability enhancements.
- **Land Development and Ridership Potential:** Identifying parcels along the corridor with potential for transit-oriented development, using GIS analysis to assess vacancy, zoning, land use, and redevelopment opportunities.
- **Speed and Reliability Improvements:** Evaluating potential right-of-way enhancements, such as transit signal priority and queue jumps, to improve service efficiency.
- **Terminal Points and Routing Options:** Assessing feasible termini locations and routing options on both ends of the corridor, considering operational efficiency, bus layover needs, and connections to other transit services.
- **Model Station Design and Cost Estimates:** Developing scalable station design concepts that integrate branding, essential station elements, and potential infrastructure impacts while engaging with city and state agencies on project requirements.
- **Ridership Modeling:** Preparing ridership estimates based on the finalized project alignment, station locations, and routing options.
- **Public Outreach:** Engaging the community in station design and prioritization through coordinated outreach efforts to ensure public support and awareness.
- **Final Implementation Plan:** Compiling findings into a comprehensive implementation report, assessing funding opportunities, and outlining next steps for BRT development.

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Successful completion of the above tasks will lead to the next phase, focusing on station design and construction. The number of stations to be implemented will be determined from Phase 1 deliverables.

It was M/S/A by Goodwin and Vanderpool to authorize the General Manager to execute a Task Order with WSP in the amount of \$569,000.

B. Digital E-paper Real-Time Information Signage Contract Award. Construction Projects Coordinator, Tammy Ferris, presented a contract with Connectpoint, Inc. to provide digital E-paper real-time information signs. In 2023, Intercity Transit was awarded a WSDOT Regional Mobility Grant (RMG) to deploy real-time traveler information signage at various Intercity Transit facilities. To advance this project, in January 2024, the Authority approved a contract award to KPFF and their sub-consultant, Concord, to complete the initial system engineering, site evaluation, feasibility assessment, and prepare the technical specifications for the Request for Proposals (RFP) to procure the digital e-paper real-time information signs.

Upon completion of this initial work, the project has entered the procurement phase. In November 2024, we issued the RFP for the procurement of digital E-paper signs and received four (4) proposals by the January 8, 2025, submission deadline. After thoroughly evaluating the proposals, the evaluation team selected Connectpoint as the most qualified, responsive, and responsible proposer. Connectpoint is a leading provider of real-time signage solutions for transit agencies across the U.S. The company manufactures, programs, deploys, and supports thousands of E-paper displays for agencies such as King County Metro Transit, Tri-Met, and Trinity Metro in Fort Worth, Texas. Their team has demonstrated strong expertise in project implementation and a commitment to superior customer support, ensuring smooth and successful deployments.

The scope of work for this phase includes the initial purchase and deployment of 35 digital e-paper signs at the Olympia Transit Center. A third-party contractor, selected through a separate procurement process, will install the underground conduits/foundations, and install the sign enclosures and signs.

Connectpoint's responsibilities will include:

- Providing the specified signs and mounting hardware.
- Coordinating with the third-party contractor and supporting the installation to ensure the successful installation, operational readiness, and proper functioning of the signs.
- Completing all final acceptance testing of the devices installed by the third-party contractor.
- Providing training for Intercity Transit staff and the third-party contractor on the installation, maintenance, and operation of all aspects of the signs.

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The total cost for this phase is \$533,223. Together with a 5% contingency to allow for any unforeseen modifications, the total requested contract amount is \$559,884.

The initial deployment of the Olympia Transit Center signs will serve as a pilot project to evaluate the effectiveness and usefulness of the technology in improving the customer experience. If successful, Intercity Transit plans to expand the deployment of signage to additional facilities as funding becomes available. Based on Connectpoint's qualifications, experience, and capacity to meet the project requirements, staff recommends the Authority authorize the General Manager to execute a contract with Connectpoint, Inc. for the initial purchase of the signs for the Olympia Transit Center. Staff have reviewed the proposed pricing and determined it to be fair and reasonable.

It was M/S/A by Pierce and Von Holtz to authorize the General Manager to execute a contract with Connectpoint, Inc., in the amount of \$559,884, including sales tax and a 5% contingency.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (Feb. 7).** Vanderpool reported TRPC held officer elections for 2025. Robin Vazquez appointed Chair; Carolyn Cox appointed Vice Chair; and Eileen Swarthout appointed secretary.

Reema Griffith from Washington State Transportation Commission provided an update on the state's efforts to enact a Road Usage Charge (RUC) system versus using gas tax in the future because that's falling off and we won't be able to pay for roads forever. Vanderpool said it sounds like a lot of this funding goes back to the highway fund because it's state constitutional where it has to go back to the highways and can't be diverted towards cities or transit authorities, etc., which is unfortunate. But they are looking at potentially making adjustments or additions to that in the future to fund other things other than just highways.

Vanderpool said TRPC presented proposed changes to the 2050 update of the Regional Transportation Plan (RTP) in alignment with equity considerations. Changes include using more inclusive language and imagery, adding safety as a recommendation, rephrasing and reordering some policies, and adding information about the Healthy Environmental for All (HEAL) Act and the Climate Commitment Act.

- B. Transportation Policy Board (Feb. 12).** Belk reported the TPB appointed 2025 officers: Andy Ryder, Chair; Renee Radcliff Sinclair, First Vice Chair; and Rachel Grant, Second Vice Chair.

Belk said TPB voted to approve the Proposed Amendments to the 2025-2028 Regional Transportation Improvement Plan that included the City of Lacey - College

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Street Corridor Improvements Phase 3. TPB received a “fascinating” presentation from the Washington State Transportation Commission regarding the road use charges that are proposed. They received a legislative update by TRPC staff, what the priorities are for TRPC as well as a snapshot of what bills are still alive.

GENERAL MANAGER’S REPORT

- On Monday, February 10, staff spent the day with Wendy Goodwin, our newest Board member. She received an agency overview with various Directors and senior staff, followed by a working lunch with Vice Chair Sue Pierce. All were happy to welcome her!
- Project Coordinator, Thera Black, Marketing, Communications and Outreach Officer, Nick Demerice, and Bergkamp had the opportunity to visit the Nisqually Tribal Council. We hadn’t met with the leaders of this sovereign Tribal Nation since fall 2023, and it was wonderful to renew our connection. We provided a general agency update and information about our upcoming bus system redesign scheduled for September. We look forward to having consistent government-to-government exchanges at least twice per year to sustain our connection and to ensure we are collaborating with the Tribe about the transportation needs of their members and ways to enhance their already robust tribal transportation system. We honor and acknowledge that all Intercity Transit facilities and service areas are on land that is the ancestral home of the Nisqually Indian Tribe and other Sovereign Tribal Nations. We are deeply appreciative of the historical stewardship of these lands by the Tribes since time immemorial and are honored by opportunities to consult with them. The Nisqually Tribal Council is doing amazing things for their membership and the broader community, that we all benefit from. Having support from the Nisqually Indian Tribe, also known as People of the River, People of the Grass, is invaluable.
- Our state advocates David Foster and Joanna Grist recently facilitated meetings with 2nd Legislative District Representatives Matthew Marshall and Andrew Barkis. We gave a general agency update and discussed Intercity Transit’s projects prioritized by WSDOT for funding consideration in the 2025-2027 biennium including:
 - Battery Electric Coach Replacement Project
 - Corridor Express Introducing New Limited-Stop Service from West Olympia to East Lacey
 - Lacey Express Introducing I-5 Service from Lacey Transit Center to Sounder Station via Hawks Prairie and JBLM
 - Crosby Loop at SPSCC Improvements

We also discussed possible funding of Intercity Transit’s new route 14, which is taking the place of previous DASH service, by serving the Capitol Campus region and downtown Olympia with service to the Farmer’s Market. IT is respectfully requesting 50% of estimated operating costs over the coming biennium (\$1,225,000).

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- The APTA Legislative Conference takes place May 18-20, 2025, in Washington, D.C. If ITA members are interested in attending, please let the Clerk of the Board Pat Messmer know as we normally have two ITA members attend with a small number of staff for in-person visits with our federal legislators.
- We are making 33 contingent job offers to candidates for the March 17 Operator Class 25-01 and we are excited to welcome them to our team!
- March 18 is National Transit Employee Appreciation Day, when we honor our essential workers and transit heroes – Operators, Operations Supervisors, Facilities and Maintenance staff. Executive and Marketing staff are partnering to ensure these frontline folks are publicly honored for the work they do on this very special day. Board and CAC members will have opportunities to share their gratitude – keep an eye on your emails for a message from Pat Messmer on how to participate.
- Since January 20, President Trump has issued almost 100 Executive Orders, Memoranda, and Proclamations to carry out his Administration's policy goals and agenda. Many of these directives, together with U.S. Department of Transportation (DOT) actions, directly impact the public transportation industry. These Executive Orders and other directives pause some transportation funding; terminate diversity, equity, and inclusion programs; impose new tariffs; and establish priorities for DOT competitive grants.
- Development Director, Peter Stackpole, and Grants Program Manager Jessica Gould have been tracking possible impacts of these Executive Orders on Intercity Transit. They have been hearing we need to be prepared for Federal funding communication and coordination delays due to lack of staffing, a hiring freeze, probationary employees being let go, Return to Work impacts and Office of Personnel Management Resignation Buyouts for FTA staff. We also received an email from Susan Fletcher, Region 10 Administrator of the FTA confirming they were affected by the termination of probationary employees last Friday. They anticipate additional staff reductions relatively soon. At this time, they are still working on determining critical workflow within the FTA organization and will communicate changes to that workflow once known.

APTA added functionality to their website that is essentially an Executive and Regulatory Actions Tracker and is hosting a webinar tomorrow on this topic. The webinar will provide an overview of these Executive Orders and Actions and discuss the impacts of Executive actions on public transportation agencies, funding, current projects, and more. Several of us are tuning in and will keep the Board apprised of any impacts specific to Intercity Transit.

- Over the past two weeks, Intercity Transit and the Amalgamated Transit Union (ATU) Local 1765 contract negotiation teams have met on two occasions making substantial progress, with another negotiation session scheduled for February 25.

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As you know, ATU is the union that negotiates on behalf of our Coach Operators, Customer Service Representatives, and Dial-A-Lift Dispatch Specialists. Since contract negotiations began in November, the sentiments that my Operator coworkers have shared during public comments, like not always being able to make ends meet, maintaining a work-life balance, and the challenging responsibilities they manage during their workday have also been voiced during open negotiation sessions between Intercity Transit and ATU. Open negotiations allow observers outside the negotiation teams to attend bargaining sessions, which have been a new experience for all of us. Union contract negotiations in general resemble a back-and-forth dialogue, with one team initially proposing solutions to issues, after which the other team does the same. This process continues with the goal of co-creating a contract that ideally meets the interests of both parties. For example, wage proposals that take into consideration the impact of inflation on employees' lives while balancing Intercity Transit's responsibility to be able to financially provide public transportation to our community now and in the future, with a now uncertain Federal funding landscape, accounting for about 30% of our revenue. The Intercity Transit negotiating team is doing their best to propose meaningful solutions to address ATU members' concerns. Plus, this process is an immense amount of work for both teams with discussions that are deeply personal. Trusting in the process of negotiations is essential to their successful outcomes and I thank these teams for their continued work towards this shared goal.

AUTHORITY ISSUES

Neuville said the Union reached a tentative agreement with Pacific Transit in the midst of their transition to a new General Manager when previously, management hadn't been responsive to working with the Union. Pivoting, Neuville also shared he's heard the statement "we can train anyone to be a driver" from IT Operations Manager to Board members, sharing his opinion, it demeans the time behind the wheel and experience level it takes to drive the bus. Neuville also said the average seniority at IT is five years. Additionally, Neuville shared strides ATU has made at Grays Harbor Transit in their labor relations, and they are looking forward to negotiations there this fall.

Pierce said May 7, 2025, is the deadline to obtain an Enhanced ID / driver's license in order to fly domestically. However, a passport meets the federal standards. The APTA Legislative Conference is May 18 and now is the time to get the Enhanced ID if you don't already have one or a passport.

Goodwin thanked staff for hosting the new Board member orientation she attended on February 10, and she enjoyed lunch with Pierce and Bergkamp. Goodwin said the City of Lacey had an open house on February 12 to talk about TRPC, what transportation will look like, housing, climate change, and resilience in Lacey. She has concerns about things we've been talking about such as the route on 22nd and needing sidewalks in that area which is not on that plan. They haven't had discussions about that

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neighborhood in 35 years. If IT is going to put a bus line there – where kids play and walk back and forth to school - she would like that on Lacey’s radar.

Goodwin knows the Martin Way Corridor is a big adventure and it's exciting and there's a lot of things going on, and it's going to take a lot of moving parts, but during really cold days with ice, snow and rain, food bank clients are unable to get food for the week because there are no crosswalks near the Franz Bakery, so there were people who couldn't get food or were having to run across the street in the icy, snowy weather. She'd like to see something done in the interim and continue conversations with those community members.

Goodwin enjoyed her experience riding the bus on Valentine’s Day and thanked the bus Operators for helping her navigate the 66. She went to dinner and a play and had a wonderful time on the bus.

Vanderpool said Olympia has a land use meeting Thursday, 2/20 and will be doing the missing middle update for Olympia asking what the city can do beyond what the state is requiring of them, to trend ahead, and meet those needs and get the housing desperately needed in the city. Olympia is doing a planned action ordinance on the triangle sub area of the mall. This is zoning changes and the future of that work going towards it. Hopefully the city can reach a point where they are future-proofed so that we actually see development there rather than hopeful that development occurs there.

Vanderpool said Olympia has a planned improvement on State and Pacific and this affects IT, and there is an improvement for a bicycle lane and pedestrian work and there will be public comment on that soon. Olympia is using the chip seal dollars they received from a grant to make improvements and not just repave the road.

Cox said the inaugural Lacey Community Academy kicks off on February 20. The 6-week course runs from the end of February through March, with a recognition event at an April City Council meeting. To participate, you must be 18 years of age and live in the City of Lacey or its Urban Growth Area. The class size will be 18 community members who will meet to learn the ins and outs about how the city operates.

Cox said construction is progressing on the new police station situated on a parcel of land adjacent to the City Hall campus. The building is scheduled for completion by the end of November and the move-in is scheduled in January.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 6:59 p.m.

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ATTEST

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Carolyn Cox

Carolyn Cox, Chair

Patricia Messmer

Pat Messmer

Clerk of the Board

Date Approved: March 19, 2025

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