

**Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
March 19, 2025**

CALL TO ORDER

Chair Cox called the March 19, 2025, meeting of the Intercity Transit Authority to order at 5:32 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; Ramon Beltran; Tammy Ferris; Brenden Houx; Jane Denicola; Jonathan Martin; Amy Zurfluh; Jonathon Yee; Michael Maverick; Daniel Van Horn; Jeff Peterson; Jessica Gould; Katie Cunningham; Nick Demerice; Jesse Eckstrom; Nicole Jones; Amy Meierhoff; Jason F. Aguero; Alejandro Soto; Alana Neal.

Others Present: Jeff Myers, Legal Counsel; Ty Flint, Community Advisory Committee.

STAFF INTRODUCTIONS

- A. Michael Midstokke introduced Operations Supervisors Emilio Rangel, Matt Terrell, and Jeremy Hale.
- B. Izi LeMay introduced Rachel Permann, Village Vans Coordinator.
- C. Jane Denicola introduced Renee Fonseca, Customer Service Supervisor.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

Members of Amalgamated Transit Union Local 1765 and the general public (in person and remotely) 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.

Rylan Johnson, Olympia/Tumwater: Johnson requested a bus stop be placed at Henderson Blvd. in between Tumwater Blvd. and 65th Avenue. Johnson said it's unsafe for residents to get to the current stop near the YMCA and the apartments as there's a bridge without a sidewalk or bike lane.

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APPROVAL CONSENT AGENDA

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

- A. **Minutes** – February 5, 2025, and February 19, 2025, ITA Meetings.
- B. **Payroll February: \$3,532,326.60**
 - Warrant Numbers: 42001, 42002, 42096-42098 in the amount of \$7,281.49
 - ACH Payment Amount: \$3,525,045.11
- C. **Accounts Payable February: \$2,847,164.63**
 - Disbursed Warrants: 41872-42000 in the amount of \$2,840,062.36
 - Voided Warrants: 40578
 - ACH Payments: \$7,102.27

NEW BUSINESS

- A. **Regional Transportation Plan Update.** Katrina Van Every, Transportation Manager with the Thurston Regional Planning Council, shared what's happening on the regional level, including some of the things that impact Intercity Transit. Van Every's job is to make sure we meet state and federal obligations and regulations, and part of that is overseeing the development of our Regional Transportation Plan (RTP).

Van Every started with key takeaways people should know about.

- Our region's **planned land use and roadway capacity improvements alone will not be sufficient** to meet regionally adopted targets, goals, or level of service standards.
- **We can still make good progress on our regionally adopted targets and goals**, which will help reduce the level of service failures expected in the future.
- Growing population will lead to **increased traffic volumes over the next 25 years**. Projects in the RTP, including 14 from Intercity Transit, will help mitigate vehicle congestion associated with this growth.

Van Every reviewed the "What moves you 2050?" which is the name of the regional transportation plan. Thurston County has taken a regional approach to transportation planning since the first regional transportation study in 1975, TRPC has continued to build on that foundation with regular updates to our regional strategies. She said roads don't know boundaries; transportation needs to work cohesively across jurisdictions without dramatic changes across those boundaries.

Transportation, land use, and economic prosperity are closely linked and need both a local and a regional viewpoint; and maximizing the benefits of all transportation

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modes (transit, active transportation, vehicles) is most efficiently accomplished at a regional scale. The RTP is a road map for a complete and high functioning transportation system over the next 25 years.

Van Every reviewed what's in the plan. The RTP includes a 25-year planning horizon, and what happens today versus what's going to be happening in 2050 is what we're looking at, considering all transportation modes: bicycle, walking, transit, freight, trucks, airplanes, boats - all have a part in the plan. It includes regional goals and policies around all of those things, including recommendations, and a financial forecast. The RTP is supposed to be constrained by a reality that, which means we can't put every project in the plan that we want - it has to be based in reality and the funding that's available to do them. Van Every said TRPC looks across all the jurisdictions to see what funding is available and are these projects going to fit within that constraint. Finally, they look at the future conditions and they have a crack modeling team that does a really good job looking at what's happening today based on land use, on our community growth based on the transportation projects that jurisdictions and agencies are going to be building in the next 25 years.

Van Every said areas of emphasis in the regional transportation plan are safety and equity, climate change and greenhouse gas emissions and the desire to reduce those impacts. Maintaining the system we've already invested in. It makes no sense to continue building out a transportation system if we cannot maintain the system that we've have and then look at projects that continue to enhance transit options, emphasize system efficiency, strategically expanding that system where it makes sense and planning for local and state roads as a cohesive system.

Van Every talked about regional targets and goals TRPC is striving for – there are five.

1. Target Zero: Reduce traffic fatalities and serious injuries to zero by 2030
2. Sustainable Land Use:
 - 72% of all households will be within a ½ mile of an urban center, corridor, or neighborhood center by 2035
 - No more than 5% of new housing will locate in rural areas and 95% in urban areas by 2035
3. Decrease annual per capita VMT to:
 - 30% below 1990 levels by 2035
 - 50% below 1990 levels by 2050
4. Greenhouse Gas Emissions
 - Decrease greenhouse gas emissions to:
 - 45% below 2015 levels by 2030
 - 85% below 2015 levels by 2050
5. Active Transportation & Transit Goals: Increase the share of all trips made safely and conveniently by bicycling, walking, and transit

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Van Every talked about how our community will change in the next 25 years.

- We'll see 106,000 more people - a 36% increase over 2022, which is the baseline year that we use in the plan.
- 58,000 more housing units - a 47% increase
- 52,000 more jobs - 32% increase
- 52,000 living near transit - 26% increase over 2022

Van Every talked about how the Thurston region will change between now and 2050. Eight regional projects will be completed, and we're talking about the projects that really have a tendency to move our system on a regional level. There's lots of work being done on the local system that is also impactful, but we're talking about those bigger ones that have bigger impacts in our community. That includes 18 miles of new roadways, 36 or more miles of new general-purpose lanes, and center turn lanes. 65 or more miles of new or rebuilt bicycle and pedestrian facilities. 29 or more miles of new multi-use trails. Three new or realigned highway interchanges and improve transit facilities and expanded service. Fourteen out of those 80 projects are Intercity Transit projects, and they do have an impact on our transportation system.

Van Every concluded that coming up next, TRPC is close to completing the draft of the update and should have that ready by the end of the month and anticipate bringing this forward to TRPC's Council and Transportation Policy Board and establishing a public review period for the regional transportation plan that will be in April and May. TRPC will go back to the Transportation Policy Board for a recommendation in June and ask Council to take action on the plan in July. Van Every asked Intercity Transit to please share this with the community and the people they serve and represent.

Goodwin asked if there are any intermediate proposals going through. She has requested multiple assessments of the crosswalks near the food bank in Lacey. People continue to cross there unsafely, and she'd like to see striping there. Van Every said that it would be a conversation to have with Thurston County, because she believes the food bank is in unincorporated Thurston County and see if there are any interim steps they can do to make it safer to get across the street from the bus stops. Van Every will convey that to the staff working on the Martin Way crossing strategy.

B. General Legal Services Contract Extension. Jeff Peterson, Sr. Procurement & Project Management Coordinator, presented a renewal contract for general legal services with Law, Lyman, Daniel, Kamerrer & Bogdanovich for another additional year.

In April 2023, Intercity Transit entered into a one-year term contract with Law, Lyman, Daniel, Kamerrer & Bogdanovich, for as needed legal services. The current contract allows for four annual extensions in one-year intervals subject to annual

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approval. This extension represents the second one-year extension option and once approved, it would extend the term to March 31, 2026.

The firm was founded in the early 1980's and focuses on representing cities, counties, and special purpose districts throughout Washington State. The principal attorney proposed, Jeff Myers, has represented Intercity Transit for the past five years. Jeff is also counsel to other local agencies, including Olympic Region Clean Air Agency, LOTT Clean Water Alliance, and TCOMM 911.

The firm is proposing an hourly rate increase of approximately 4% for our principal attorney, Jeff. The proposed rate increase raises the hourly rate up from \$245 to \$255 per hour. The firm has also proposed a rate increase for its other Partners, Associates, and Paralegal, however historically Jeff has performed 90% of the work for Intercity Transit, and therefore, the proposed rate increase for this team is relatively minor. The proposed rate increase is commensurate with the Consumer Price Index. In addition, a comparison of rates against another transit entity in Washington indicates that the newly proposed rates remain competitive.

Staff value the services Law, Lyman, Daniel, Kamerrer & Bogdanovich have provided Intercity Transit and supports the proposed contract extension.

Primary Legal Representative:	Title/Position:	Billable Hourly Rate:	Minimum Billable Hours:*
Jeffrey S. Myers	Partner	\$255	0.1 hour
Michael Throgmorton	Partner	\$275	0.1 hour
Joshua Orf Rodriquez	Associate	\$200	0.1 hour
Elizabeth McIntyre	Partner	\$275	0.1 hour
Amanda B. Kuehn	Partner	\$275	0.1 hour
John E Justice	Partner	\$275	0.1 hour
Jakub Kocztorz	Associate	\$200	0.1 hour

Support Personnel:	Title/Position:	Billable Hourly Rate:	Minimum Billable Hours:*
Tod Monroe	Paralegal	\$110	0.1 hour
Lisa Gates	Paralegal	\$100	0.1 hour

*Minimum number of hours each Representative will bill for any amount of work performed.

Vanderpool asked if Intercity Transit has always contracted out for legal services, or has IT ever hired an attorney internally. Bergkamp said IT has always contracted outside for legal services.

It was M/S by Pierce and Von Holtz to authorize the General Manager to execute a contract amendment with Law, Lyman, Daniel, Kamerrer & Bogdanovich to renew our legal services contract through March 31, 2026, and adjust the hourly rates.

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Motion Carried 6-1. Vanderpool voted no.

C. Driver Protective Barriers. Sr. Procurement & Project Management Coordinator Brenden Houx presented for purchase driver protective barriers for fixed-route buses.

In order to improve the safety of its Coach Operators, Intercity Transit seeks to purchase Arow brand driver barriers for its fleet of fixed route buses. The barrier design was based on input from our Coach Operators and incorporates design elements for improved ergonomics. The need for protective barriers has been the subject of both internal discussion, and industry-wide studies and tests. Intercity Transit's decision to move forward with this protective device came from a 2023 survey of Operators showing two-thirds supported the installation of barriers to create a safer environment while providing transit services.

This request includes the purchase of 79 Arow driver barriers through DES Contract 06719, for a purchase price of \$8,193 per barrier, or a total of \$710,605, including sales tax, for the entire fleet.

We anticipate that the driver barriers will be received in Spring of 2025. Upon receipt, Intercity Transit will begin the installation process. DES competitively bid Contract 06719, awarding the lowest responsive and responsible bidders by category, and Gillig was selected for this purchase. As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to purchase from the DES contract. Staff concur with DES's assessment regarding Gillig's ability to perform, and that the contract pricing is fair and reasonable, and that the driver barriers are mechanically sound and will serve our staff well.

Vanderpool asked about the adaptivity and compatibility for all buses purchased now and in the future. Bergkamp said the hydrogen fuel cell buses we're receiving from New Flyer will have this type of barrier installed and is compatible with the barrier being ordered. Jonathon Yee said typically these types of barriers get installed and last the life of the bus, potentially, if we went with a similar model of bus, we could take them out and transfer them into the new bus, but in this case we'll be retrofitting all of the fleet except the five outgoing buses that are being replaced by the New Flyers, and we've asked New Flyer to incorporate the ergonomic changes that we made to this barrier in the new barriers that are coming with the fuel cell buses.

Neuville said he feels most drivers are happy receiving the barriers and they're not over designed like some we've seen. But the challenge is still the glass is reflective. He said the other factor about these barriers is they enclose the driver, and some people are not comfortable being enclosed in a tight space. Neuville suggested looking at the option to keep them in the position that matches the standee line and look into the possibility of being able to latch them in place there.

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Yee said there is work from the primary manufacturers to build a door that works in that fashion without restricting ADA access through the front door. The biggest challenge is getting a sturdy enough position that will provide that protection but also be movable. Part of the ergonomics is if the driver is reaching back and pulling that door and moving it open and closed, we were looking at potential musculoskeletal injuries and for now, what exists is this from the professional designers, but they are working on figuring out if they can make the other work.

It was M/S/A by Mejia and Pierce to authorize the General Manager, pursuant to Washington State Contract 06719, to purchase seventy-nine (79) Arrow driver barriers from Gillig, LLC (Gillig) in the amount of \$710,605, which includes sales tax.

D. Digital E-Paper Real-Time Information Signage Contract Increase. Development Director, Peter Stackpole, presented a revised contract with KPFF for engineering and construction services for the Digital E-Paper Real-Time Information Signs project.

In 2023, Intercity Transit received a \$1,411,221 grant from the Washington State Department of Transportation - Public Transit Division through the Regional Mobility Grant Program to deploy real-time information signage at various Intercity Transit facilities.

In January 2024, the Authority approved a Task Order under the On-Call Engineering Services Master Contract #1937 with KPFF and its subconsultant, Concord, to initiate Phase 1 of the Digital E-paper Real-Time Signage Project. This phase focused on:

- Conducting site evaluations and feasibility assessments
- Developing the initial systems engineering, concept of operations, and project requirements
- Preparing and issuing the Request for Proposals (RFP) to procure digital E-paper signs

With Phase 1 completed, the project has now advanced to the procurement of the signs. On February 19, 2025, the Authority approved the award of a contract to Connectpoint, Inc. for the purchase of digital E-paper signs. A separate third-party contractor will handle installation, including underground conduits, foundations, sign enclosures, and the signs themselves.

To prepare for this next phase, KPFF and Concord will provide additional project support, including:

- Structural and electrical analysis

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- Permit support
- Engineering design and construction support services

This work will ensure the project is ready for bidding and subsequent construction. Staff are requesting an increase of \$374,836 in contract authority with KPFF, bringing the total contract amount to \$546,293, which includes a \$20,000 contingency. Staff have reviewed the proposed hours and level of effort and determined they are fair and reasonable. Upon completion of this phase, the project will move forward with contractor selection for the installation and deployment of the signs.

It was M/S/A by Von Holtz and Goodwin to authorize the General Manager to increase KPFF's contract amount by \$374,836, for a total revised contract amount of \$546,293.

Mejia made a motion to amend the agenda to include a closed session after Authority Issues to discuss ATU collective bargaining matters. The motion was seconded by Goodwin. Motion carried unanimously.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (Mar. 7).** Vanderpool said TRPC staff provided a Regional Transportation Plan (RTP) update. Bergkamp and Nick Demerice provided a wonderful update on agency work and upcoming service. LOTT provided an update on their activities and initiatives for the future, for example the use of reclaimed water being used for some of the microbreweries, and the crane being temporarily in place for three years,
- B. Transportation Policy Board (Mar. 12).** Belk said the TPB approved the proposed amendments to the 2025-2028 Regional Transportation Improvement Program (RTIP) and includes Nisqually Indian Tribe - Nisqually Tribe Fleet Electrification and Resilient Energy Project. Bergkamp and Demerice provided a fantastic presentation about Intercity Transit service updates. And the final presentation was from Katrina Van Every about the Regional Transportation Plan and the future conditions.
- C. Community Advisory Committee (Mar. 17).** Ty Flint reported Rob LaFontaine briefed the CAC on the adjustment to the service changes and the reason for the delay. Bergkamp gave the committee an update on agency day-to-day activities; the Community Advisory Committee appointed a 3-member subcommittee to look into conducting an annual get together with other community advisory committees from different transit agencies around the area to exchange ideas.

GENERAL MANAGER'S REPORT

- Bergkamp and Nick Demerice, Chief Marketing, Outreach and Communications Officer, recently presented to the Thurston Regional Planning Council and the

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Transportation Policy Board, providing a general agency update and conceptual overview of our bus system redesign tentatively scheduled to launch in May 2026. Bergkamp took members for a walk down memory lane of IT's 2016 public engagement campaign known as the Road Trip which identified our community's desire to have more service in the form of a transformational transit system, then Proposition 1 being approved in late 2018 to fund the elements of the transformation, the decision process of going zero-fare January 2020, the barriers COVID created, preventing completion of the transformation, how we've fought our way back to pre-pandemic service and ridership levels, and are now back on track to resume a redesign to usher in the remaining element promised with the additional funding of Proposition 1. The presentations were well received, and there was a recent JOLT article highlighting the topics we discussed.

- Class 25-01 with 20 new Operators started on March 17 and we are excited to welcome them to our team!
- March 18 was National Transit Employee Appreciation Day, honoring our essential workers and transit heroes – Operators, Operations Supervisors, Facilities and Maintenance staff. Executive and Marketing staff worked hard to ensure these frontline folks are publicly honored for the work they do in our community through March 21.
- Interior demolition of the Maintenance Facility continues, and staff anticipate providing a project update and overview to the Board tentatively in June.
- Bergkamp said IT receives 30% of its funding through state and federal grants with sales tax making up the remainder. For 2024 it was just under \$20M - Grant Revenue collection completed:
 - Federal \$13,235,896
 - State \$5,626,044
- The total grant revenue collected (federal and state): \$18,861,940 directly funded:
 - WNR Operations
 - Ongoing Pattison Facility Construction Project
 - Smart Corridors
 - Replacement DAL Vehicles
- Bergkamp provided an update on the Walk N Roll Program:
 - The Winter Bicycle Challenge was a success with 266 participants representing over 40 BCC teams covering 18,648 miles on a combined total of 1766 days.
 - Through a new community partnership, the Full Cycle program distributed 11 bikes at the Cielo Food Bank.
 - Avanti Bikes! PE class has 18 students enrolled for the spring.
 - Our first adult urban bike skills class opened for registration.

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- Registration opened for spring and summer programs including Teen's biking to Destinations, Learn to Ride, Summer Earn-A-Bike and Bike Camp.
- WNR staff Kerri Wilson and Hana Rothner joined Cascade Bicycle Club in meetings with Representative Barkis and Senator Bateman to share information about the Teens Biking to Destinations program.
- Intercity Transit is the reigning International Roadeo Grand Champion, meaning we have a title to defend! Operator Clinton Jimenez and Maintenance Team Richelle Loken, Sean Malay, and Jonathon Reynolds will be competing at the American Public Transportation Association's International Roadeo April 4-8, in Austin, Texas. The Roadeo runs concurrently with APTA's Mobility Conference April 6-9, which addresses the critical priorities and challenges facing bus and paratransit systems and explores the changing environments in which these systems operate. As a result, IT will have several staff attending both the Roadeo and the conference and will be on hand to cheer our competitors on!

AUTHORITY ISSUES

Neuville said the power of management and labor working together to lobby for funds was powerful, using the Pension Protection Act as an example. He stated we have far more to gain by working together.

Vanderpool said the Olympia City Council reviewed a draft regional ordinance that would require homeowners to obtain a Home Energy Score (HES) before listing their property for sale to provide buyers with standardized information about a home's energy efficiency. The idea is if we all agree to pay for that, the upfront cost will be lower. The idea of the energy score system is that when you purchase a home, it tells you how much approximately it's going to cost, similar to an Energy Star rating for your home. It can help the community meet some of its climate goals.

Vanderpool said the Council directed staff to continue developing and refine proposed rental protection measures, including income-to-rent ratio policies, manufactured home community protections, and a rent-to-own pilot program. This program would create more equitable and affordable housing options while monitoring potential impacts, in addition to finding ways for landlords who are trying to sell their housing stock in the city of Olympia to the people who are renting them and finding a financial way to do that.

Goodwin thanked Jonathon Yee and Julie DeRuwe for fixing the solar light at the bus stop she uses. She appreciates having a way to alert driver's she's there and feels safer with the extra lighting. It was a work in progress, and she watched them pull the sidewalk up and replace everything. She also appreciates the information on how many bus shelters IT has with poles and seats.

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She also thanked IT for providing bus service on March 8 during the Women's Day celebration in partnership with YWCA and Sergio's for Women in Transition. They also partnered with the Food Bank, and the Olympia Free Clinic. Women were coming in on the bus and received a lot of good service, including paratransit. We served over 30 women that day, and there were a lot of grateful tears of joy. She also appreciates Scott Schoengarth from Bus Buddies for partnering with her and scheduling opportunities to talk about the Bus Buddy program.

CLOSED SESSION - At 7:50 p.m., the Chair announced the ITA would conduct a closed session until approximately 8:15 p.m. as authorized by RCW 42.30.140(4) to discuss matters pertaining to the ATU negotiations.

At 8:20 p.m., the Clerk announced an extension of the closed session until 8:35 p.m., at the request of the Chair.

At 8:35 p.m., the Clerk announced an extension of the closed session until 8:50 p.m., at the request of the Chair.

At 8:50 p.m., the Clerk announced another extension of the closed session until 9 p.m., at the request of the Chair.

The ITA returned to open session at 9:01 p.m. No further action was taken.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 9:03 p.m.

INTERCITY TRANSIT AUTHORITY

Carolyn Cox

Carolyn Cox, Chair

ATTEST

Patricia Messmer

Pat Messmer

Clerk of the Board

Date Approved: April 16, 2025

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