

**Authority Meeting Highlights**  
*A brief recap of the Authority Meeting of October 7, 2015*

**Action Items:**

**Wednesday night, the Authority:**

- Scheduled a public hearing for Wednesday, November 4, 2015, 5:30 p.m., to receive and consider comments on the 2016-2021 Strategic Plan and the 2016 Budget. (*Ann Freeman-Manzanares*)
- Authorized the General Manager to enter into a three-year contract, with two possible annual extensions (five years total), with Cross Roads Collision Center for auto body repair services for coaches, paratransit, vanpool, and staff vehicles. The estimated annual value of the contract is \$158,000. (*Jeff Peterson*)
- Authorized the General Manager to enter into a contract, with Elert & Associates for telephone consultant services. The value of the contract is \$36,750.00. (*Jeff Peterson*)
- Reappointed Ryan Warner and Don Melnick to three-year terms as a Citizen Representative on the Intercity Transit Authority. New terms expire December 31, 2018.
- Conducted an Executive Session to discuss the performance of General Manager, Ann Freeman-Manzanares.

**Other Items of Interest:**

- Welcomed David Brandon, Vehicle Cleaner.
- Welcomed Katie Cunningham, Procurement Coordinator.
- Welcomed the new Operator Class of 15-02.
- Received a presentation from Tom Crawford of the Thurston Climate Action Team (TCAT) on Local Climate Change/Clean Energy Survey Results.
- Freeman-Manzanares, along with Authority members Nathaniel Jones, Jeff Gadman and Karen Messmer attended the APTA Annual Conference in San Francisco. She noted the conference was amazing with many informative presentations. In addition, Intercity Transit's Human Resource Director, Heather Stafford-Smith graduated from Leadership APTA, and Dial-A-Lift Manager, Emily Bergkamp, received a scholarship from the APTA Foundation.
- Today was International Walk-to-School Day, and Intercity Transit hosted at four schools. Many staff members participated as did staff from Vanpool and Travel Training. And thank you to Commissioner Blake for also participating.

- JBLM kicked off their “Go Lewis-McCord” on October 1, 2015. This free service is available to service members, family members, civilians and visitors. It operates weekdays 7 a.m. to 7 p.m. and weekends 10 a.m. to 6 p.m. The Vanpool staff is working with Pierce County, Pierce Transit, and people on the base. Currently, there are 200 vanpools, and there are more vans waiting to be filled. The campaign runs from October 1 to December 31. There is more information on our website and on the “Go Lewis-McCord” website.
- The Customer Satisfaction Survey is scheduled for October 10 through 17. Staff is finalizing the Vanpool Survey, the Market Segmentation Survey, and the Dial-A-Lift Survey. They will be ready to roll out soon.
- The Annual Holiday Banquet will be held on Friday, December 11 beginning at 10 a.m. until 4 p.m. There will be an award presentation at noon. All are welcome to attend.
- Staff is hoping to finish the business of the year by the December 2 Authority meeting, and to pass the 2016 budget at the November Work Session. There is the possibility of canceling the December 16 Work Session.
- Sales tax for September (which represents activity for July) was 9.34% over last year.

**Prepared by: Pat Messmer**  
**October 8, 2015**