

Virtual Meeting Participation Information:

Dial: 1-253-215-8782 Meeting ID No. 84478253010

Webinar link: <https://us02web.zoom.us/j/84478253010>

Physical Meeting Location:

Pierce Transit Training Center

3720 96th Street SW

Lakewood, WA 98499

A Special Study Session Meeting will be held prior to this meeting at 3:00 P.M.

Q

Call to Order

Roll Call

Flag Salute

Special Business

1. Welcoming new Commissioner Doug Fagundes from the City of Fife, Representing the Cities and Towns of Fife, Milton, Pacific, Auburn, Gig Harbor, Steilacoom, and Ruston Chair Walker
2. Electing a Vice Chair to Serve the Remainder of the 2023/2024 Term Chair Walker
3. Appointments to the Service Delivery and Capital Committee and Executive Finance Committee Chair Walker

Presentations

1. Honoring Tracy Adams for Operator of the Month for October 2023 Ron Mackenzie
Assistant Transportation Manager

Public Comment

Citizens wishing to provide comment will be given up to three minutes to comment on transit-related matters regardless of whether it is an agenda item or not. The Chair, at his or her discretion, may reduce the comment time to allow sufficient time for the Board to conduct business.

*To request to speak virtually during public comment, please press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. If speaking in person, please sign in at the table at the back of the room. Your name or the last four digits of your phone number will be called out when it is your turn to speak. Written comments may also be emailed to Djacobson@piercetransit.org.*

Public Hearing

Citizens wishing to provide comments during public hearing will be given up to three minutes to comment on the public hearing topic(s). The Chair, at his or her discretion, may reduce the comment time to allow sufficient time for the Board to conduct business.

To request to speak virtually during public comment, please press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. If speaking in person, please sign in at the table at the

back of the room. Your name or the last four digits of your phone number will be called out when it is your turn to speak. Written comments may also be emailed to Djacobson@piercetransit.org.

1. **(A briefing and discussion will be held on this matter prior to the public hearing being conducted.)** Title VI Service Equity Analysis on Bus System Recovery and Restoration Proposal Including Pacific Avenue/SR-7 Enhanced Bus Service

Tina Lee
Planning Manager
&
Thomas Whittmann
Nelson Nygaard Consultant

Consent Agenda

1. Approval of Vouchers: October 1-31, 2023
2. Approval of Minutes: September 21, 2023, Board Retreat and October 9, 2023, Regular Board Meeting
3. FS 2023-046, A Resolution of the Board of Commissioners of Pierce Transit Adopting the 2024 State and Federal Legislative Priorities
4. FS 2023-047, Authorize the Chief Executive Officer to Approve Increasing Contract Amount with Summit Law Group (No. PT-07-16) for Labor Negotiations & Labor/Contract Relations Services by \$600,000, for a Total Contract Amount of \$1,350,000
5. FS 2023-048, Authorize the Chief Executive Officer to Increase Contract 1019 with All StarZ Staffing and Consulting, Inc., in the Amount of \$200,000, for a New Contract Spending Authority Amount of \$800,000 to Continue Providing Temporary Staffing Services Primarily for Bus Cleaning Custodians and Other Agency Temporary Staffing Positions on an as Needed Basis
6. FS 2023-049, Authorize the Chief Executive Officer to Execute Contract Authorize to execute Contract No. 1698 with Puget Paving to Provide Restoration and Pedestrian Improvements for the Narrows Park and Ride in the Amount of \$409,925 Plus a Contingency of \$41,000 for an Authorized Contract Amount of \$450,925
7. FS 2023-050, Authorize the Chief Executive Officer to Execute a Sole Source Amendment with Swiftly, Contract No. 1336, to Provide Real-Time Bus Location Services in the Amount of \$220,000.00 for a New Total Contract Spending Authority of \$994,586.53
8. FS 2023-051, Authorize the Chief Executive Officer to Enter into and Execute a new Memorandum of Agreement Between Pierce County and Pierce Transit Supporting Beyond the Borders Special Needs Transportation, in the Amount of \$580,000, Through December 31, 2026.

Action Agenda – No items

Staff Updates

- | | |
|--|---|
| 1. CEO's Report | Mike Griffus
Chief Executive Officer |
| 2. Update on the Installment of new Bus Shelters | Monica Adams
Sr. Project Manager |

Informational Items

- | | |
|--|--------------------|
| 1. Chair Report | Chair Walker |
| 2. Sound Transit Update | Chair Walker |
| 3. Puget Sound Regional Council Transportation Policy Board Update | Commissioner Mello |
| 4. Commissioners' Comments | |

Executive Session – None Scheduled

Adjourn

Handouts: 2023 Q3 Financial Update
2023 Q3 Public Safety Report

Pierce Transit does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Clerk's Office at 253.581.8066, before 4:00 p.m., no later than the Thursday preceding the Board meeting.



**Pierce
Transit**

**Operator of the Month
October 2023**

524

Pierce Transit

WASHINGTON
C4313C

Tracy Adams

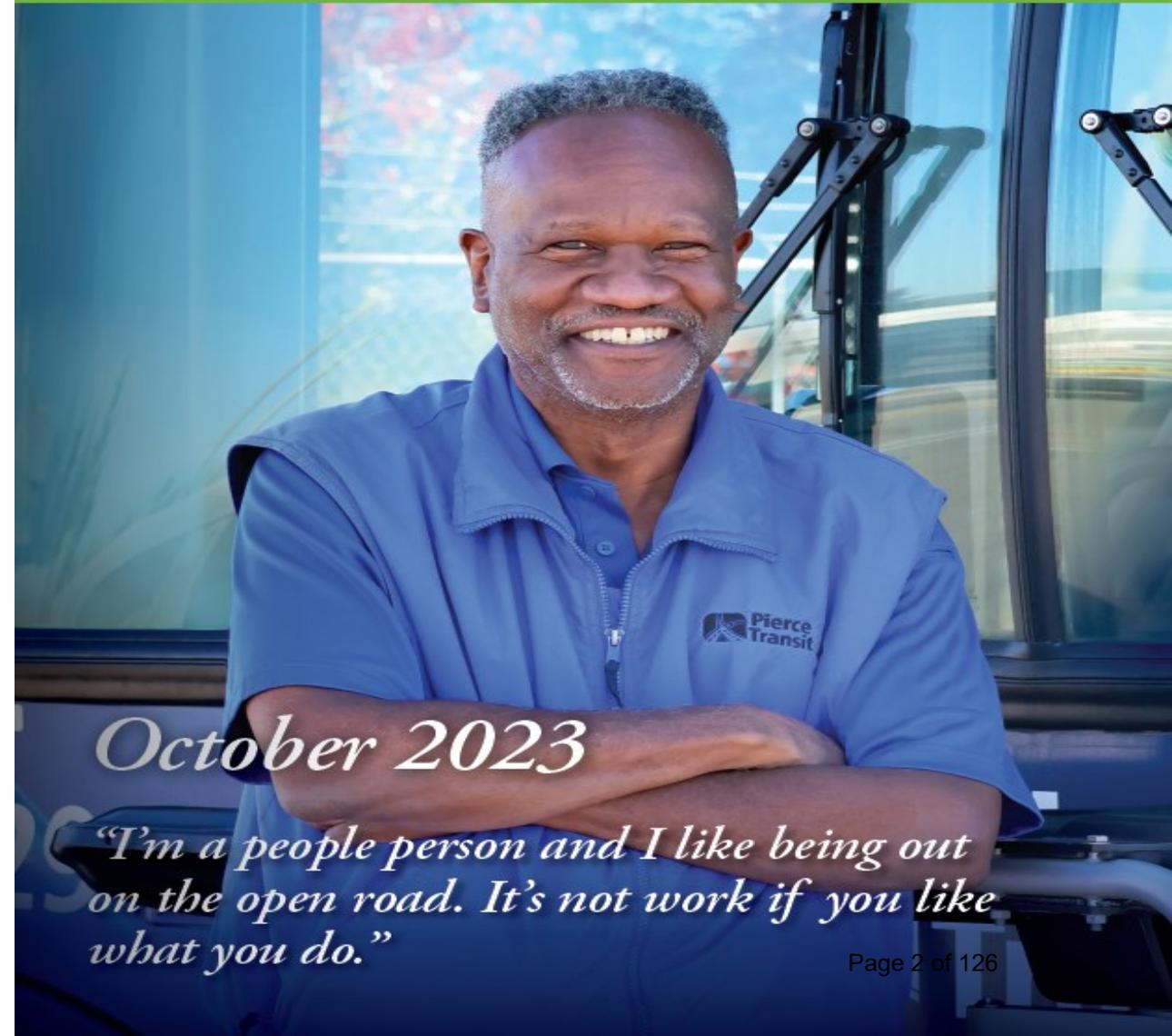
October 2023

- Operator since 2004
- Over 16 years Accident-Free Driving

Meet one of Pierce Transit's finest drivers.

TRANSIT OPERATOR OF THE MONTH

Tracy



October 2023

"I'm a people person and I like being out on the open road. It's not work if you like what you do."



**PIERCE TRANSIT
NOTICE OF PUBLIC HEARING
TITLE VI SERVICE EQUITY ANALYSIS
ON BUS SYSTEM RECOVERY
AND RESTORATION PROPOSAL INCLUDING
PACIFIC AVENUE/SR-7 ENHANCED BUS SERVICE**

A public hearing will be held as part of the Board of Commissioners Regular Meeting on Monday, November 13, 2023. The meeting begins at 4:00 p.m. and members of the public may attend the meeting in person or virtually through Zoom.

The purpose of this hearing is to receive public comment on the Bus System Recovery and Restoration Proposal including the new Pacific Avenue/State Route 7 (SR-7) Enhanced Bus Service.

The Bus System Recovery and Restoration Proposal sought public input on two proposed scenarios: 1) A focus on improved frequencies, including seven routes that would operate every 15 minutes; and 2) A focus on a greater span of service, meaning all routes operating from the early morning to late at night. Note that both the improved frequency and greater service span scenarios were designed with slight variations for weekdays, Saturdays, and Sundays. Once the preferred alternative is selected, implementation will begin with the March 2024 Service Change. The bus system restoration plan will restore approximately 72,300 annual service hours but is dependent upon staffing (i.e., operators and mechanics) availability.

Pierce Transit is planning to launch a new Pacific Avenue/SR-7 Enhanced Bus service from Pierce Transit's future Spanaway Transit Center to the Tacoma Dome Station. Bus stops will be spaced approximately one mile apart, focusing on stops with the highest utilization. This new service would operate in the morning and evening peak commuting times on weekdays. This new service will rely on future transit speed and reliability improvements to the Pacific Avenue /SR-7 corridor. These improvements will also benefit the existing Route 1.

Per Pierce Transit Code 1.60.010(A), all major service changes are subject to an equity analysis which includes evaluation of adverse effects on minority and low income populations.

The Board of Commissioners will consider the findings of a Title VI Service Equity Analysis and consider the Fixed Route System Recovery and Restoration proposal that includes the Pacific Avenue/SR-7 Enhanced Bus service/Route 1 Overlay at their November 13, 2023, meeting.

The draft Title VI Service Equity Analysis for enhanced bus and system restoration proposal may be viewed on the Agency's website at <https://www.piercetransit.org/bussystemrecoveryplan/>.

Details on how to attend this hearing in person or virtually can be found on the November 13, 2023, Pierce Transit Board of Commissioners meeting agenda page by visiting <https://www.piercetransit.org/board-meetings/> after November 8, 2023. Those wishing to

submit written comments may send comments to Darin Stavish, Principal Planner, via email at dstavish@piercettransit.org, or via mail at 3701 96th Street SW, Lakewood, WA 98499. Written comments will be received up to 5:00 p.m. November 20, 2023.

American Disability Act (ADA) accommodations are available with a 72-hour notice. Please contact the Clerk's office at (253) 581-8066, or djacobson@piercettransit.org for special accommodations.

Dated this 31st day of October 2023.

Deanne Jacobson, Clerk of the Board

Published in the Tacoma Daily Index and Tacoma News Tribune on November 1, 2023.



Pierce Transit

Connecting you with life



Bus System Recovery & Phased Implementation Plan Board of Commissioners Meeting November 13, 2023

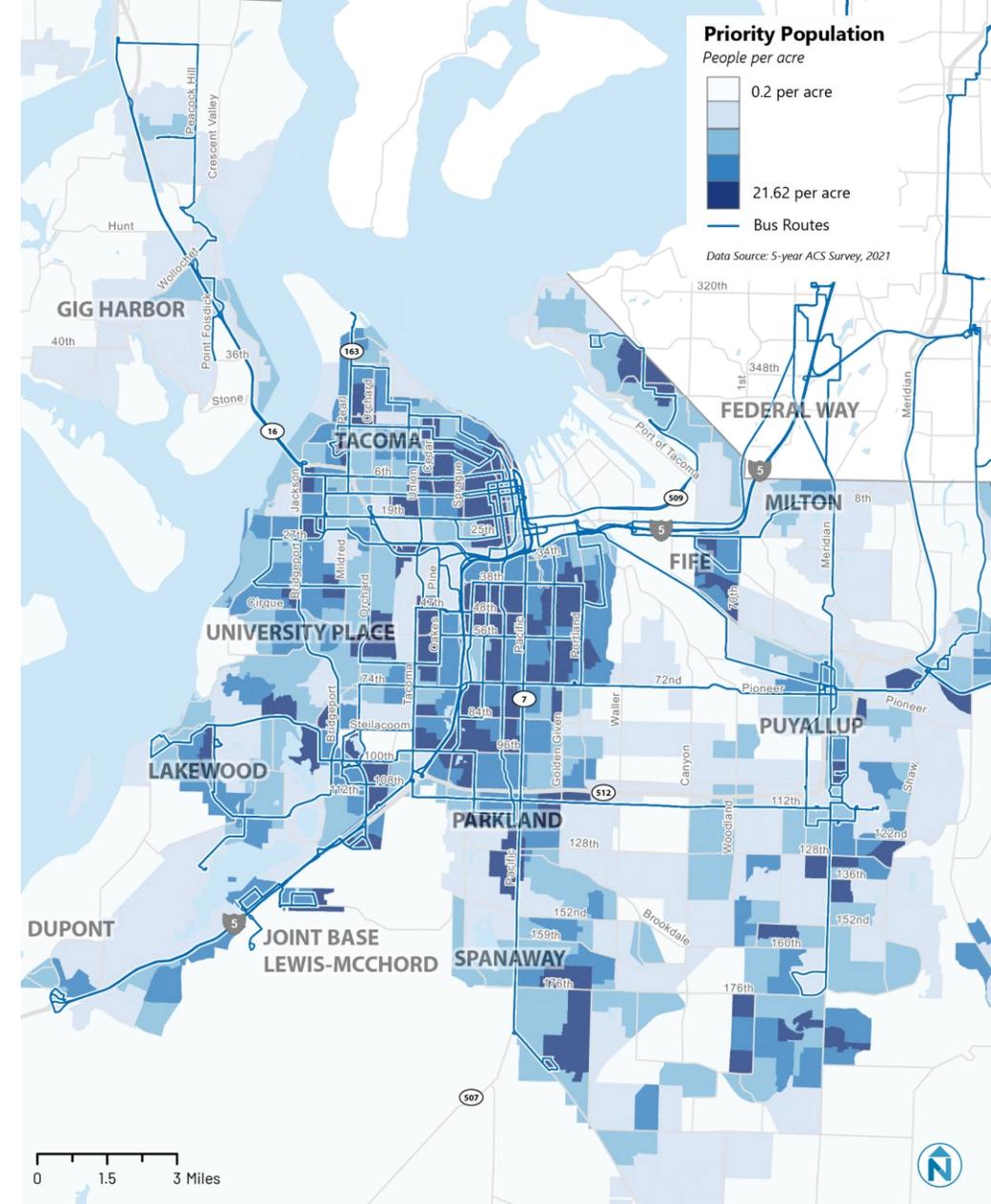
Thomas Wittmann, Principal - Nelson\Nygaard
Darin Stavish, Principal Planner - Pierce Transit
Tina Lee, Planning Manager - Pierce Transit

The Bus System Recovery Plan Steps

- **Seek to understand how to bounce** back from the impacts of COVID-19
- **Capture public feedback** to help better understand the needs of the community
- **Recommend service options** that can help improve mobility for all residents, current riders, and future riders
- **Consider changes** in population, employment densities, and socio-economic factors

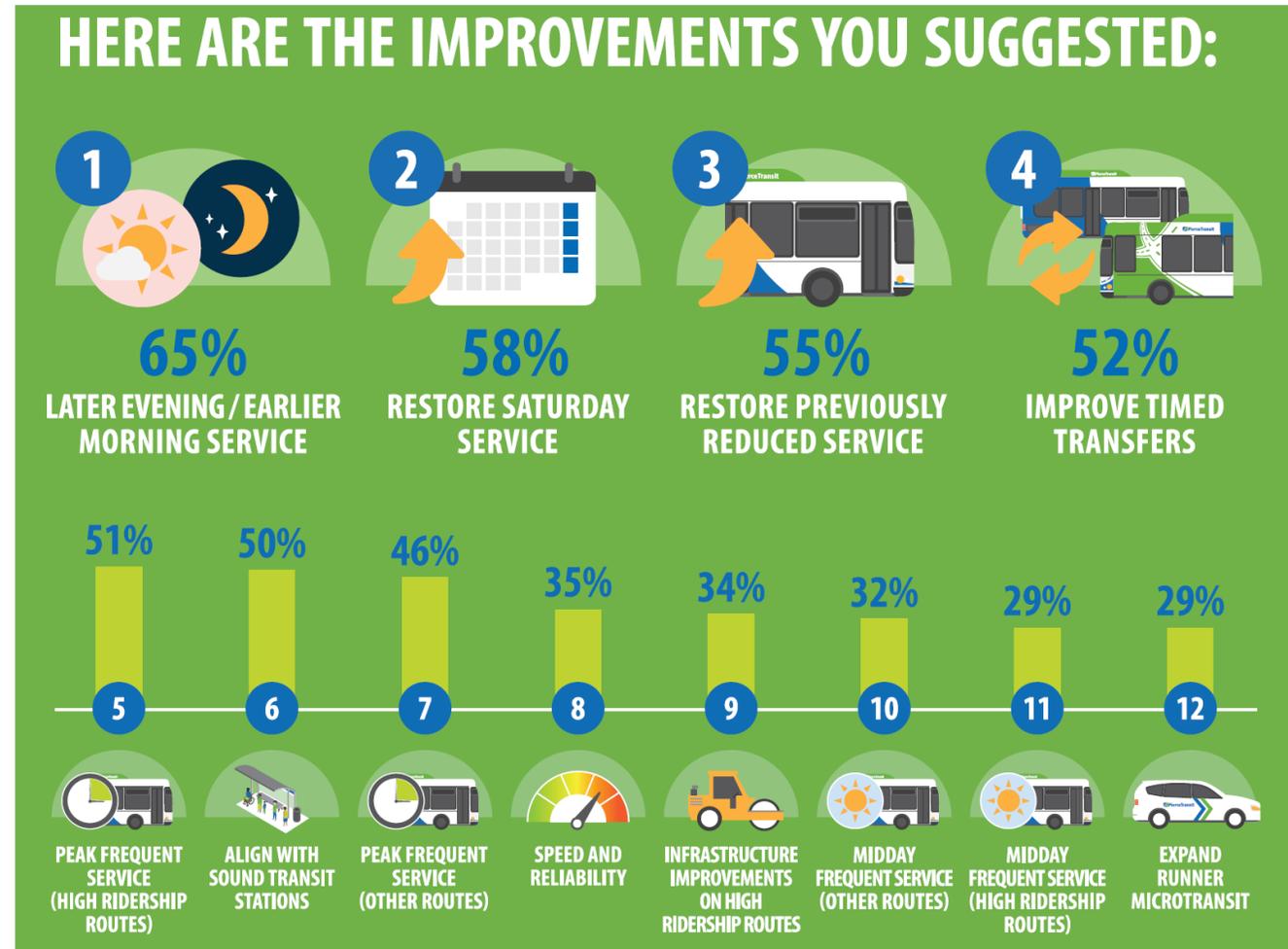
What data did we look at?

- Ridership and connections for every route
- Fall 2022 travel patterns – using phone data
- Population and employment data
- Socioeconomic data
- Future growth projections and plans



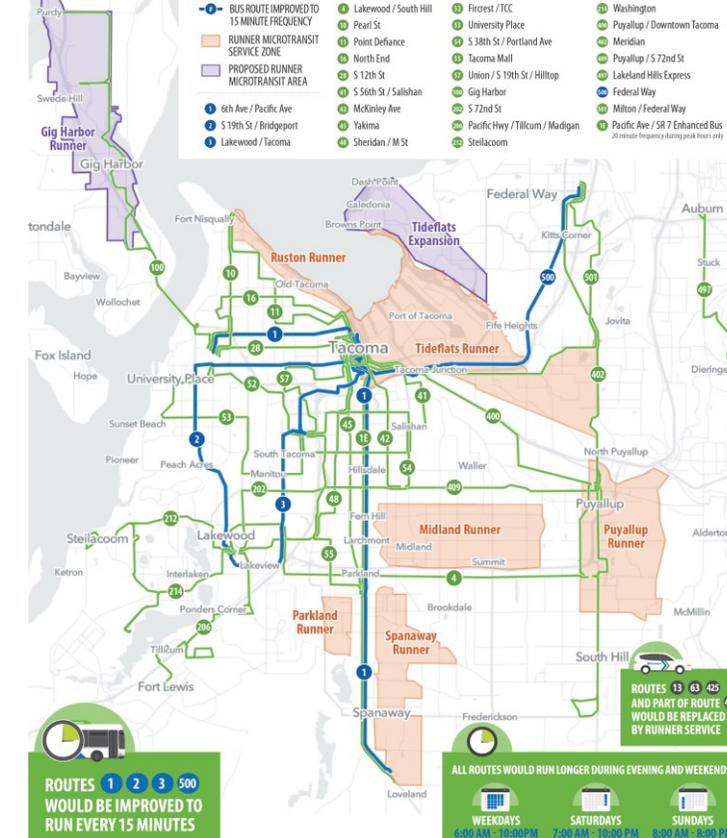
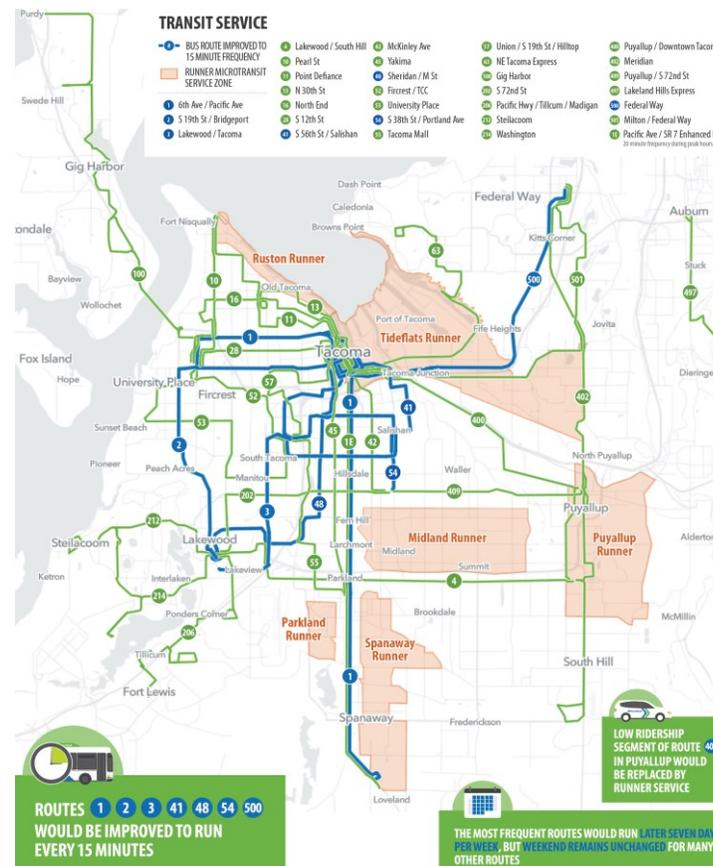
Two Phases of Outreach Informed Priorities

- First Phase reached out to riders and non-riders before initial scenarios
 - Stakeholder meetings
 - Design Your Own System Survey
 - Operators
- More than 750 responses about priorities



Two Different Restoration Scenarios Confirmed Priorities

- Second Phase outreach included 11 events, including event tables, virtual open houses, drop-in outreach at transit centers
- A second on-line survey has garnered 204 responses
- We heard community priorities are similar Phase 1 outreach



Draft Recommendations to Rebuild to Pre-Pandemic Service Levels

- Responds to public's priorities
- Includes a mix of improved frequency and how early/late service runs
- Almost all routes maintain their current travel pattern
- Operator and maintenance staff availability will determine how fast service is rebuilt - ***Implementation will be phased***
- At least 6 phases are anticipated

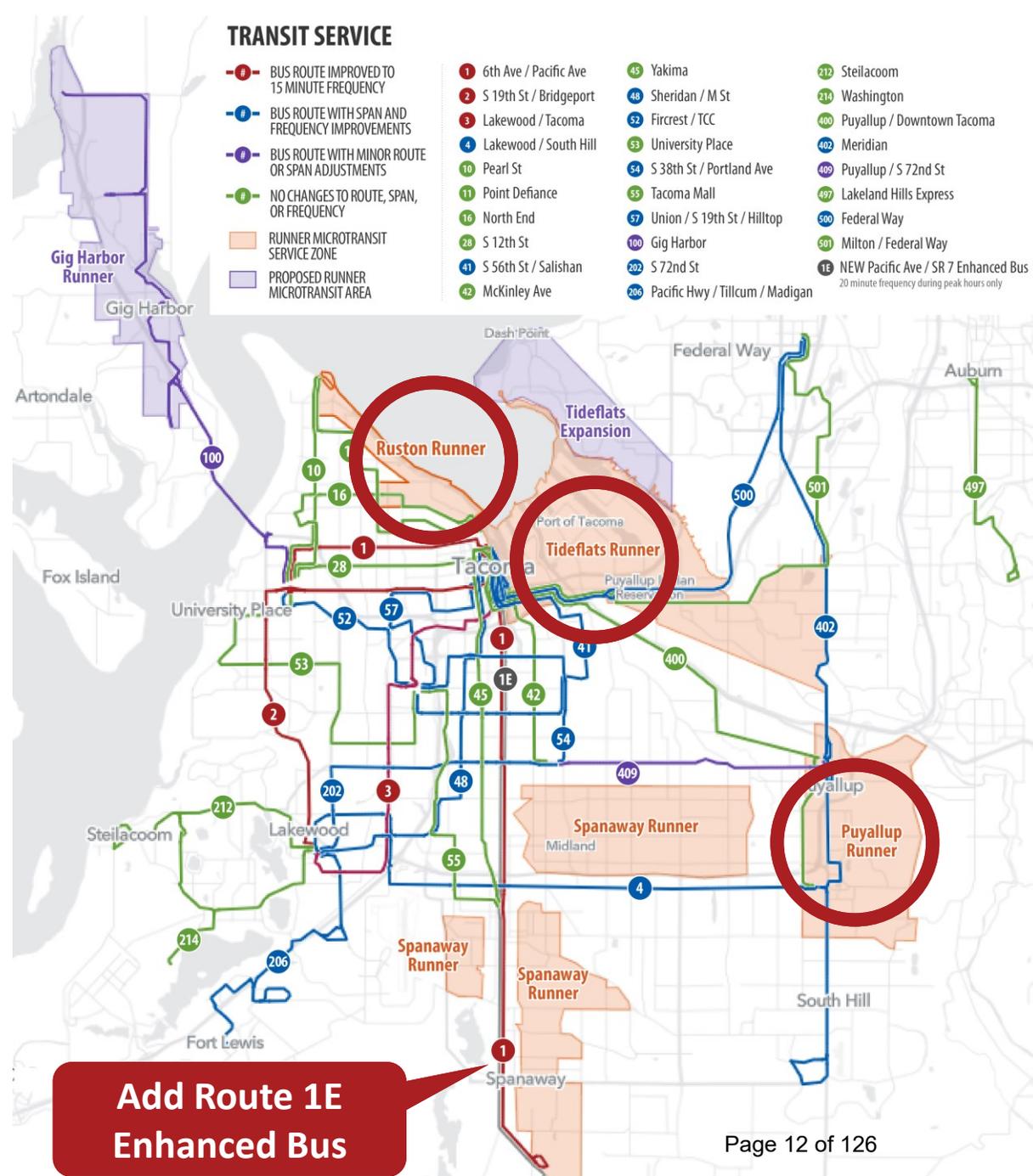
Draft Recommendations

- New Pacific Ave / SR 7 Enhanced Bus service
- Routes 13, 63, 409, and 425 will change travel patterns, and portions of all will be replaced by Runner service
- Three frequent (every 15-minute) routes (1, 2, and 3)
- The highest ridership routes and routes serving those with the highest needs will operate earlier and later, with minimum targets of:
 - Weekday: 6 a.m. – 10 p.m.
 - Saturday: 7 a.m. – 10 p.m.
 - Sunday: 8 a.m. – 8 p.m.

Phase 1 – March 2024

- Add Pacific Ave/SR 7 Enhanced bus
- Implement Puyallup Runner to replace Route 425 and the eastern portion of Route 409
- Expand Tideflats Runner to replace Route 63. This will require a vehicle larger than a minivan
- Expand Ruston Runner to replace Route 13
- Introduce Gig Harbor Runner

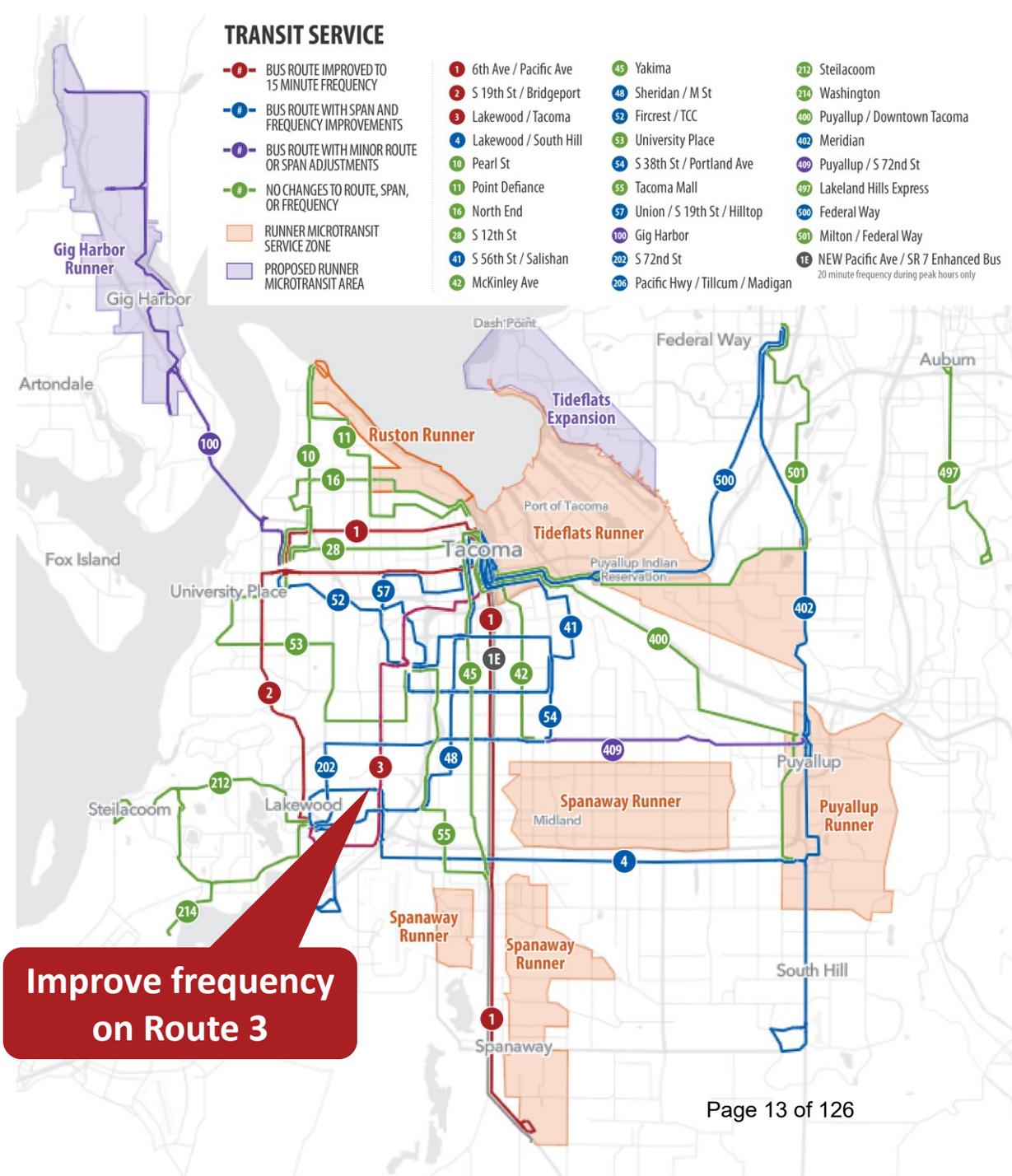
Need:	Phase 1	Cumulative
Revenue Hours	~12,900	~12,900
Operators	~7-9	~9



Phase 2

- Improve frequency on Route 3 to every 15-minutes on weekdays
- Route 3 travels through high need areas and connects to high need routes at Tacoma Mall

Need:	Phase 2	Cumulative
Revenue Hours	~13,700	~26,600
Operators	~7-9	~18

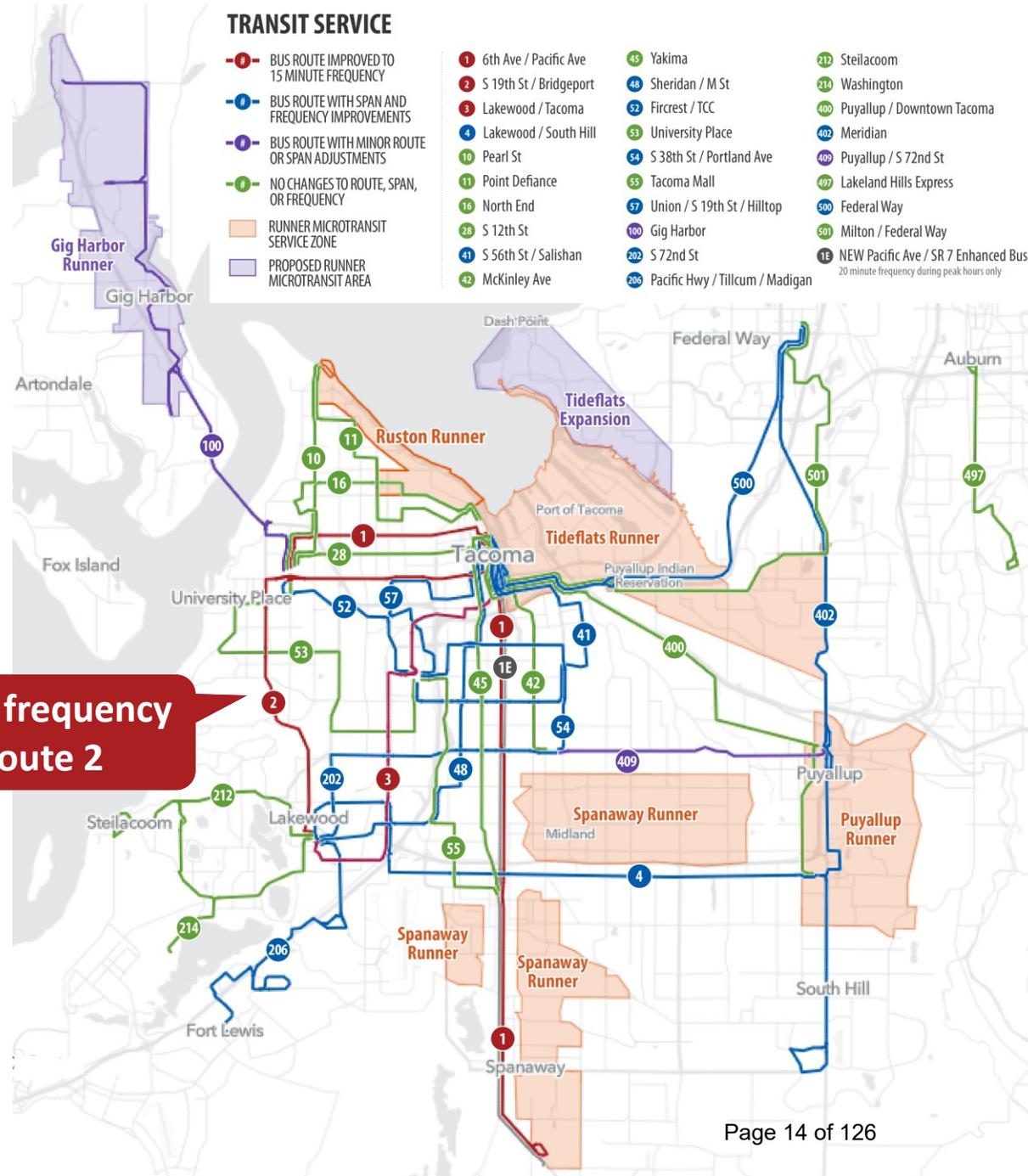


Phase 3

- Improve frequency on Route 2 to every 15-minutes on weekdays

Improve frequency on Route 2

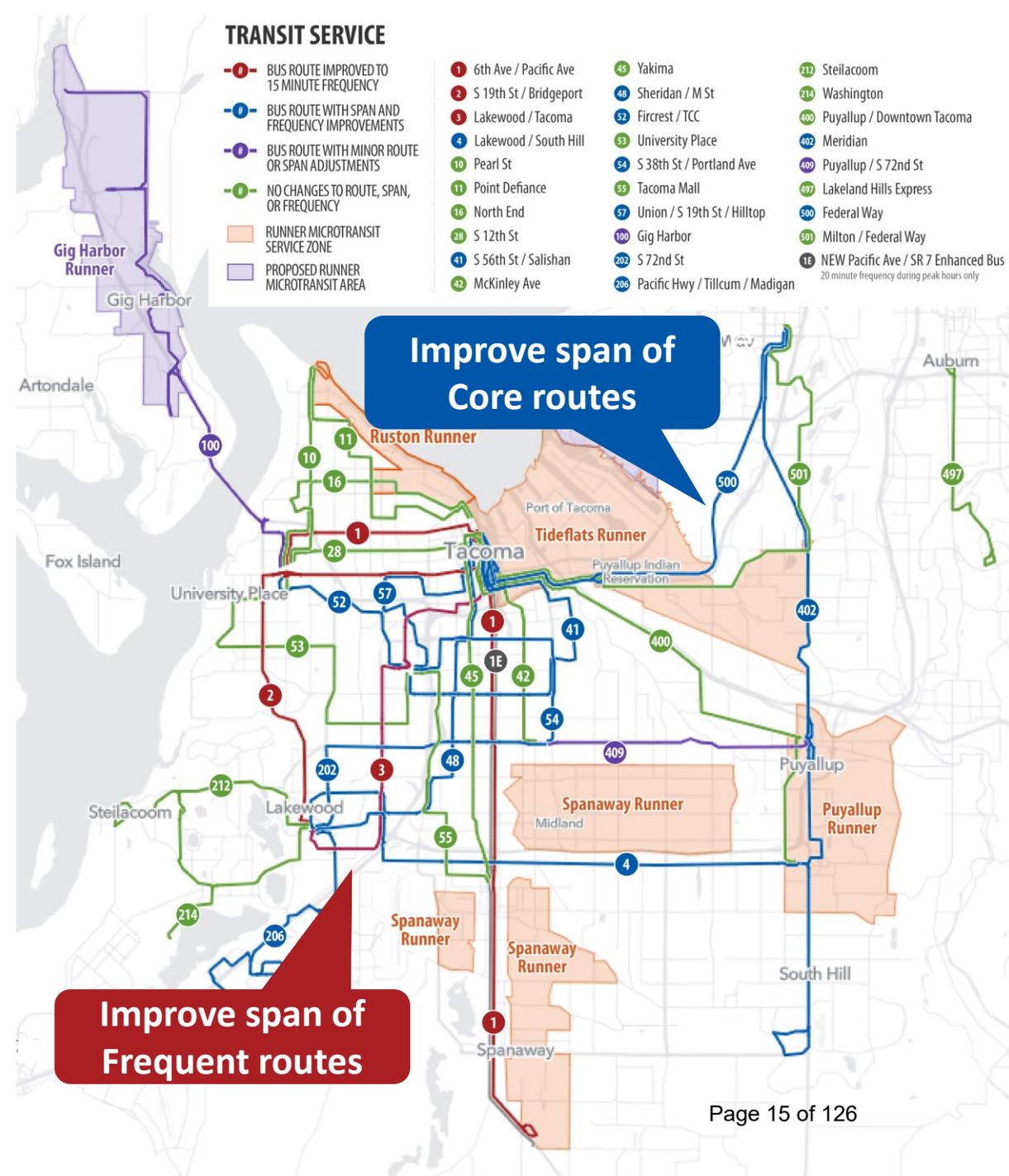
Need:	Phase 3	Cumulative
Revenue Hours	~12,000	~38,600
Operators	~6-8	~26



Phase 4

- Improve span of Frequent and Core routes to operate up to 10 pm on weekdays and Saturdays and until 8 pm on Sundays
 - Frequent routes: 1, 2, and 3
 - Core routes: 4, 41, 48, 52, 54, 57, 202, 206, 402, and 500.
- Responds to top public priorities
- Core routes were those with the highest ridership, productivity, and equity coverage

Need:	Phase 4	Cumulative
Revenue Hours	~12,000	~50,600
Operators	~6-8	~34



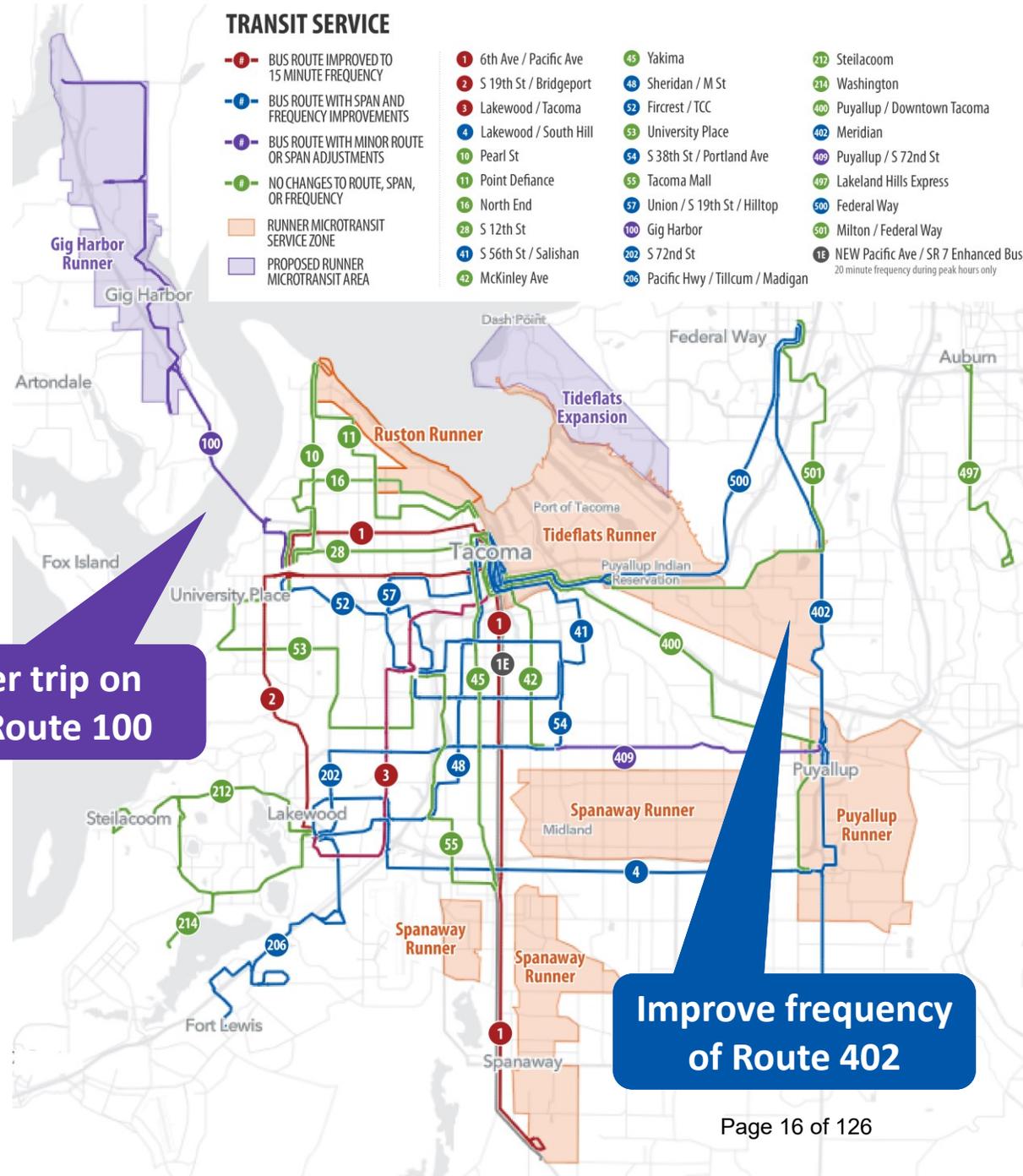
Phase 5

- Improve frequency of Route 402 to operate every 30-minutes weekdays and Saturdays
- This restores east Pierce County’s primary route frequency
- Operate Route 100 one hour earlier on weekdays

Add earlier trip on weekday Route 100

Improve frequency of Route 402

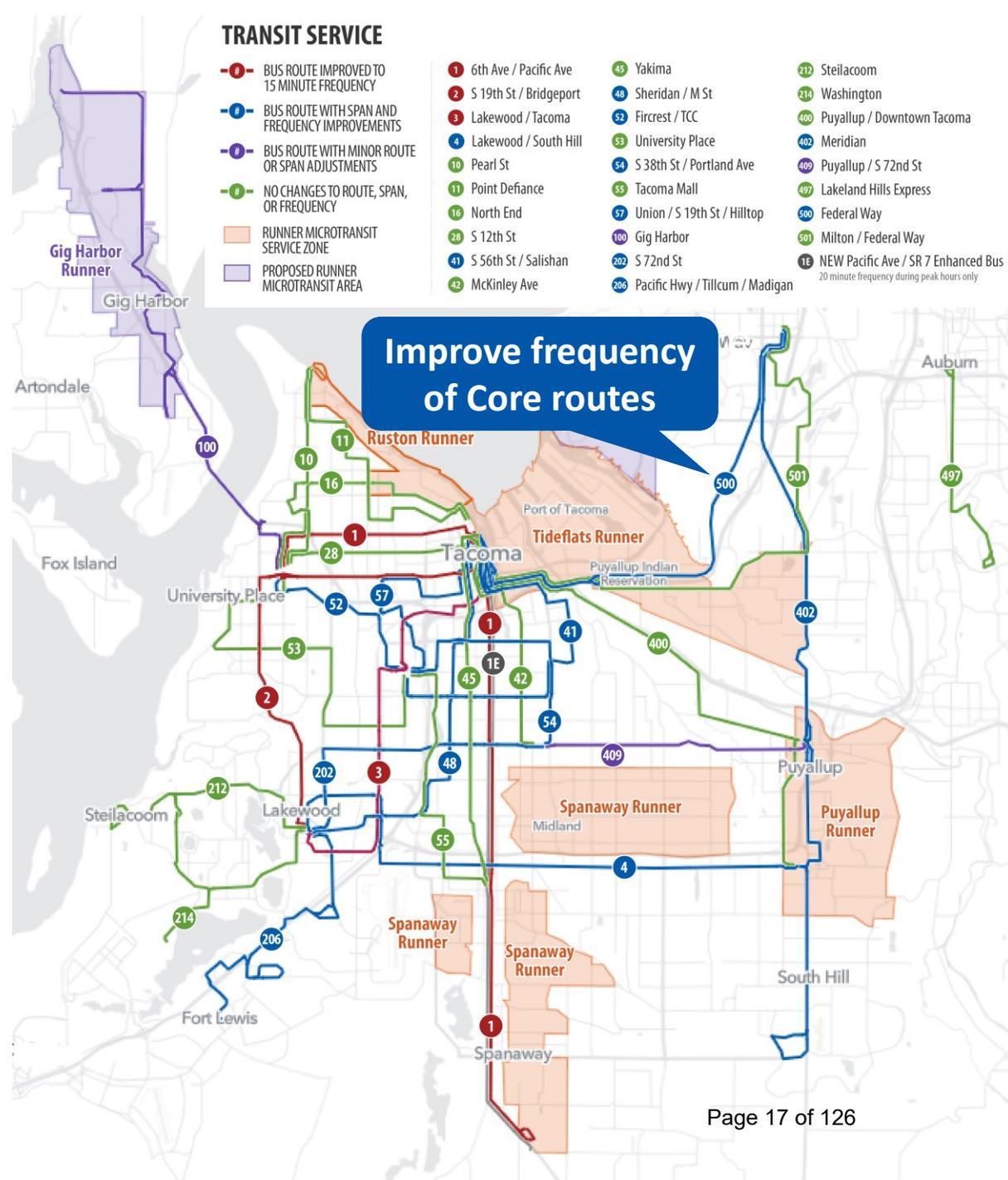
Need:	Phase 5	Cumulative
Revenue Hours	~11,700	~62,300
Operators	~6-8	~42



Phase 6

- Improve Core routes frequencies so that they operate at 30-minute service on weekdays and Saturdays
- Core routes: 4, 41, 48, 52, 54, 57, 202, 206, 402, and 500

Need:	Phase 6	Cumulative
Revenue Hours	~11,500	~73,800
Operators	~6-8	~50



Next Steps

**EXISTING
RIDERSHIP
ANALYSIS**



JUNE - JULY

**DESIGN YOUR
TRANSIT SYSTEM
ONLINE SURVEY**



AUGUST

**OPEN HOUSES
AND VIRTUAL
TOWN HALLS**



SEPTEMBER - OCTOBER

**DRAFT BUS SYSTEM
RECOVERY PLAN**



NOVEMBER

**FINAL BUS SYSTEM
RECOVERY PLAN**

considered for adoption by
Board of Commissioners



DECEMBER





Pierce Transit

Connecting you with life



Title VI Service Equity Analysis

2023 Bus System Recovery and Restoration Plan

Tina Lee, Planning Manager

Title VI Service Equity Analysis

Title VI of the Civil Rights Act

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal Financial assistance.”



Disparate Impact: A disparate impact occurs when the **minority population** adversely affected by a fare or service change is **10% more** than the average minority population of Pierce Transit's service area.

Disproportionate Burden: A disproportionate burden occurs when the **low-income** population adversely affected by a fare or service change is **5% more** than the average low-income population of Pierce Transit's service area.

A. Pierce Transit will hold a public hearing when any fare changes lasting longer than a 6-month demonstration period are proposed or any major service changes are proposed. A major service change shall be defined as any change in service lasting 12 months or more on any individual route that would ***add or eliminate twenty percent or more of the route revenue miles or twenty percent or more of the route revenue hours.*** All major service changes and all non-demonstration, system-wide, fare changes will be subject to an equity analysis which includes an analysis of adverse effects on minority and low-income populations.

Title VI Service Equity Analysis

2023 Bus System Recovery and Restoration Plan

Four Improvement Priorities

1. Improve service frequency
2. Improve service span per day
3. Improve service frequency and span during weekdays, Saturday, and Sunday
4. Eliminate unproductive, low ridership routes instead covering those areas with on-demand *Runner* Microtransit service

Title VI Service Equity Analysis

Impact of Service Change on Minority and Low-Income Populations

No Disparate Impact or Disproportionate Burden Impact identified.

Minority Proportion of Population

Disparate impact occurs when the minority population adversely affected is **10% more** than the average minority population of Pierce Transit's service area.

Summary of Span Change	Census Blocks Along Route	PTBA Average	Variance
Analysis of Span Changes on Minority Populations	45.9%	40.5%	5.4%

Low Income Proportion of Population

Disproportionate Burden occurs when the low-income population adversely is **5% more** than the average low-income population of Pierce Transit's service area.

Summary of Span Change	Census Blocks Along Route	PTBA Average	Variance
Analysis of Span Changes on Low-Income Populations	15.8%	10.5%	5.3%

Title VI Service Equity Analysis

Impact of Service Change on Minority and Low-Income Populations

No Disparate Impact or Disproportionate Burden Impact identified.

Minority Proportion of Population

Disparate impact occurs when the minority population adversely affected is **10% more** than the average minority population of Pierce Transit's service area.

Summary of Frequency Change	Census Blocks Along Route	PTBA Average	Variance
Analysis of Frequency Changes on Minority Populations	46.8%	40.5%	6.3%

Low Income Proportion of Population

Disproportionate Burden occurs when the low-income population adversely is **5% more** than the average low-income population of Pierce Transit's service area.

Summary of Frequency Change	Census Blocks Along Route	PTBA Average	Variance
Analysis of Frequency Changes on Low-Income Populations	15.2%	10.5%	4.7%

Questions?



Pierce Transit

Title VI Service Equity Analysis

Pursuant to FTA Circular 4702.1B

**2023 Bus System Recovery and Restoration Plan for Implementation in
March 2024**

November 2023

Pierce Transit – Planning & Scheduling Dept.

PIERCE TRANSIT TITLE VI SERVICE EQUITY ANALYSIS

Contents

1	INTRODUCTION	4
2	BACKGROUND	4
2.1	Service Characteristics.....	4
3	TITLE VI POLICIES & DEFINITIONS.....	11
3.1	Pierce Transit Major Service Change Policy	11
3.2	Pierce Transit Disproportionate Burden Policy	12
3.3	Pierce Transit Disparate Impact Policy	12
4	METHODOLOGY	13
5	EFFECTS OF PROPOSED SERVICE CHANGE ON MINORITY & LOW-INCOME POPULATIONS	14
5.1	Impact of Service Change on Minority and Low-Income Populations.....	14
5.2	Disproportionate Burden Analysis.....	16
5.3	Disparate Impact Analysis.....	17
6	APPENDIX.....	27
6.1	Routes Experiencing a Change in Span of Service	27
6.2	Routes Experiencing a Change in Frequency	28
6.3	Routes Experiencing Elimination or Change in Alignment	29
6.4	Impact of New Service on Minority and Low-Income Populations	30

6.5 Additional Public Outreach Contacts31

6.6 First Survey: "Build Your Own System" Questions34

6.7 Second Survey: "Two Scenarios" Questions38

6.8 Pierce Transit Operators' Specific Survey44

1 INTRODUCTION

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. This analysis was conducted in compliance with Federal Transit Administration (FTA) Circular 4702.1B, which requires any FTA recipient serving a population of 200,000 or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact. This document is an analysis of the Pierce Transit fixed routes planned for schedule alterations (e.g., Improvements, such as increased span of service or frequency), routing alterations or deviations, or complete elimination, beginning with the March 2024 service change.

2 BACKGROUND

Pierce Transit is in the process of restoring approximately 72,300 annual fixed route Service Hours (dependent upon staffing availability) over several years, starting with the March 2024 Service Change. Pierce Transit recognizes that such a major service addition calls for a comprehensive review of how current service was performing and where improvements could be made to maximize the long-term benefits of changes. Like many transit agencies across the country, the COVID-19 pandemic has caused a decline in Pierce Transit fixed route ridership while rapidly changing land use patterns and increased congestion have in some cases altered the functionality of the route network as originally designed. Therefore, in June of 2023, Pierce Transit began collaborating with the consulting firm Nelson/Nygaard (in Seattle, Washington) on a comprehensive fixed route analysis. Subsequent months – July through November 2023 - were spent analyzing performance data and soliciting input from the public on the desired outcomes of this fixed route (bus route) analysis and restoration plan.

2.1 Service Characteristics

The public input, stakeholder discussions, and broad outreach had a common theme of desired improvements. Improved route frequency and expanded span of service were the two most desired improvements. The Pierce Transit Board or Commissioners also strongly indicated a desire to improve post-pandemic ridership levels. Improved frequencies generally lead to bigger ridership gains than expanded span of service. As a result, four different investment priorities were developed, which were applied to six phased implementation options. The four improvement priorities are as follows:

1. Improve service frequency (aka “headways”).
2. Improve service span per day.
3. Improve service frequency and span during weekdays, Saturdays, and Sundays.
4. Eliminate unproductive, low ridership routes and replace them with new on-demand *Runner* microtransit service.

The six phased service improvements are dependent on having enough transit bus operator resources to start each independent new phase of service. The phases are listed in order of priority, taking public comments and system dependencies into account. The six phased implementation options are as follows:

Phase 1 March 2024

- Introduce new Pacific Avenue/SR 7 Enhanced bus.
- Implement new Puyallup Runner zone to replace Route 425 and the eastern portion of Route 409.
- Expand Tideflats Runner zone to replace Route 63.
- Expand Ruston Runner zone to replace Route 13.

Phase 2 September 2024

- Improve frequency on Route 3 to every 15 minutes on weekdays. Route 3 travels through more high need areas and connects to more high ridership routes at the Tacoma Mall Transit Center, so it was prioritized over Route 2.

Phase 3 March 2025

- Improve frequency on Route 2 to every 15 minutes on weekdays. The system depends on Routes 1, 2, and 3 to have frequent service to make connections or transfers work most effectively for our customers. They are therefore identified as *Frequent Routes* through this analysis.

Phase 4 September 2025

- Improve span of Frequent and Core routes to operate up to 10 pm on weekdays and Saturdays and until 8 pm on Sundays. The 13 Core and Frequent routes are as follows: 1, 2, 3, 4, 41, 48, 52, 54, 57, 202, 206, 402, 500. Core routes are those with the highest ridership, productivity, and equity populations coverage.

Phase 5 March 2026

- Improve frequency of Route 402 to operate every 30 minutes weekdays and Saturdays. This restores east Pierce County's primary route frequency. As a part of this phase, operate Route 100 one hour earlier on weekdays.

Phase 6 September 2026

- Improve Core route frequencies so that they operate at 30-minute service intervals on weekdays and Saturdays. Core routes are as follows: 4, 41, 48, 52, 54, 57, 202, 206, 402, 500.

Table 1: Routes Experiencing a Change in Weekday Span of Service

Route	Current Span	Description of Changes
1 6 th Ave / Pacific Ave	Service until 9:45 PM	Span extended to 11:00 PM
3 Lakewood / Tacoma	Service until 9:15 PM	Span extended to 11:00 PM
4 Lakewood / South Hill	Service until 8:00 PM	Span extended to 10:00 PM
13 N 30 th St	Service until 6:15 PM	Eliminated, due to low productivity
41 S 56 th St/ Salishan	Service until 9:15 PM	Span extended to 10:00 PM
48 Sheridan M St	Service until 8:45 PM	Span extended to 10:00 PM
52 TCC Tac Mall	Service until 9:45 PM	Span extended to 10:00 PM
57 Union / S 19 th St / Hilltop	Service until 9:00 PM	Span extended to 10:00 PM
63 NE Tacoma Express	Service until 5:15 PM	Eliminated, due to low productivity
100 Gig Harbor	Service starts at 5:45 AM	Span begins at 6:45 AM
202 S 72 nd St	Service until 9:45 PM	Span extended to 10:00 PM
402 Meridian	Service until 7:00 PM	Span extended to 10:00 PM
409 Puyallup / S 72 nd St	Service until 5:45 PM	Span extended to 7:00 PM
425 Puyallup Connector	Service until 4:15 PM	Eliminated, due to low productivity

Table 2: Routes Experiencing a Change in Saturday Span of Service

Route	Current Span	Description of Changes
41 S 56 th St / Salishan	Service until 8:15 PM	Span extended to 10:00 PM
48 Sheridan / M St	Service until 7:45 PM	Span extended to 10:00 PM
52 Fircrest / TCC	Service until 8:15 PM	Span extended to 10:00 PM
54 S 38 th St / Portland Ave	Service until 7:45 PM	Span extended to 10:00 PM
57 Union / S 19 th St / Hilltop	Service until 7:30 PM	Span extended to 10:00 PM
202 S 72 nd St	Service until 9:30 PM	Span extended to 10:00 PM
206 Pacific HWY / Tillicum / Madigan	Service until 8:45 PM	Span extended to 10:00 PM
402 Meridian	Service until 7:15 PM	Span extended to 10:00 PM

Table 3: Routes Experiencing a Change in Sunday Span of Service

Route	Current Span	Description of Changes
4 Lakewood / South Hill	Service until 7:00 PM	Span extended to 8:00 PM
41 S 56 th St / Salishan	Service until 7:00 PM	Span extended to 8:00 PM
48 Sheridan / M St	Service until 7:15 PM	Span extended to 8:00 PM
52 Fircrest / TCC	Service until 6:30 PM	Span extended to 8:00 PM
54 S 38 th St / Portland Ave	Service until 7:30 PM	Span extended to 8:00 PM
57 Union / S 19 th St / Hilltop	Service until 5:45 PM	Span extended to 8:00 PM
206 Pacific HWY / Tillicum / Madigan	Service until 6:00 PM	Span extended to 8:00 PM
402 Meridian	Service until 6:00 PM	Span extended to 8:00 PM

Table 4: Routes Experiencing a Change in Weekday Frequency

Route	Current Frequencies (in minutes)			Description of Changes
	Peak	Midday	Evening	
1 6 th Ave / Pacific Ave	20/30	30	60	Peak and mid-day frequency improved to 15 minutes
2 S 19 th St / Bridgeport	30	30	30/60	Peak and mid-day frequency improved to 15 minutes
3 Lakewood / Tacoma	30	30	30/60	Peak and mid-day frequency improved to 15 minutes
13 N 30 th St	60	60	60	Eliminated due to low productivity and high overlap
63 NE Tacoma Express	60	60	60	Eliminated due to low productivity and high overlap
402 Meridian	60	60	60	Peak and mid-day frequency improved to 30 minutes
425 Puyallup Connector	60	60	60	Eliminated due to low productivity and high overlap
500 Federal Way	60	60	60	Peak and mid-day frequency improved to 30 minutes

Table 5: Routes Experiencing a Change in Saturday Frequency

Route	Current Frequencies (in minutes)			Description of Changes
	Peak	Midday	Evening	
4 Lakewood / South Hill	30/60	60	60	Peak and mid-day frequency improved to 30 minutes
41 S 56 th St / Salishan	60	60	60	Peak and mid-day frequency improved to 30 minutes
48 Sheridan / M St	60	60	60	Peak and mid-day frequency improved to 30 minutes
52 Fircrest / TCC	60	30	60	Peak and mid-day frequency improved to 30 minutes

54 S 38 th St / Portland Ave	60	60	60	Peak and mid-day frequency improved to 30 minutes
57 Union / S 19 th St / Hilltop	60	60	60	Peak and mid-day frequency improved to 30 minutes
202 S 72 nd St	30/60	30	30/60	Peak and mid-day frequency improved to 30 minutes
402 Meridian	60	60	60	Peak and mid-day frequency improved to 30 minutes
500 Federal Way	30/60	30	60	Peak and mid-day frequency improved to 30 minutes

Table 6: Routes Experiencing a Change in Alignment or Elimination

Route	Description of Changes
13 N. 30th Street	Eliminated due to low productivity and high overlap
63 NE Tacoma Express	Eliminated due to low productivity and high overlap
409 Puyallup/S 72 nd St	Terminates at Puyallup Sounder Station, thereby eliminating ~2.2-mile section along E. Main Avenue east to 29 th Street NE (i.e., current route terminus)
425 Puyallup Connector	Eliminated due to low productivity and high overlap

Outreach and Decision-making

The addition or deletion of more than 20% of a fixed bus route’s Service Hours or Service Miles is considered a major service change under Pierce Transit’s Major Service Change Policy (see 3.1) and, therefore, requires a Title VI Service Equity Analysis, plus public outreach and engagement process.

All outreach and direct engagement events are shown in Tables 7, 8, and 9 and were designed to solicit public input to help develop the vision of a major addition in Service Hours (i.e., restoring the 35,000 hours, beginning with the March 2024 Service Change). Three different surveys were provided to determine public priorities. Many different methods were used to advertise these events to the public. Additional outreach efforts are shown in Appendix 4.5.

Pierce Transit’s Board of Commissioners held a Public Hearing on the proposed restructure and service restoration schedule on November 13, 2023. Legal notices were published on November 1, 2023, 12 days in advance of the public hearing scheduled to take place during the Board of Commissioners’ meeting. Public comments were accepted through November 20, 2023. The legal notice and rider alert was also published on Pierce Transit’s web site in advance of the public hearing. Written comments and attendance were recorded for the public meeting.

Table 7: Public Outreach - Open Houses, Town Halls, Transit Center Contacts

Location	Method	Date
City of Puyallup Central Library	In-person, walk-in event	9/23/2023
Town Hall & Presentation No. 1	Virtual, online only event	9/27/2023
Tacoma Mall Transit Center	In-person, direct contact event	9/27/2023
Asia Pacific Cultural Center (Tacoma)	In-person, walk-in event	10/3/2023
Lakewood Transit Center	In-person, direct contact event	10/4/2023
Town Hall & Presentation No. 2	Virtual, online only event	10/5/2023

Table 8: Stakeholder Outreach Meetings

Organization	Date
City of Puyallup Community Workshop	9/13/2023
Tacoma Transportation Commission	9/20/2023
Community Transportation Advisory Group (CTAG)	9/28/2023
Tacoma Community College- Gig Harbor's Student Senate	10/19/2023

Table 9: Communication Campaign

Action	Date
Project info included in all-employee quarterly meeting	8/1/23
Press release to local, regional media	8/2/23
Posts information to scrolling signs at transit centers	8/2/23
Press release sent to elected officials for further dist. 150 subscribers	8/3/23
text message to all route text alert subscribers 24,331 subscribers	8/3/23
Project info distributed to all employees	8/13/23
Open House info added to agency website	9/1/23
Survey/engagement events distributed to all employees	9/1/23
Monthly e-newsletter sent to GovDelivery 7,454 subscribers	9/1/23
CEO provided info to board members 9/1 and 10/2	9/1/23
Media Coverage The Suburban Times	9/11/23
Listing events and take survey to social media	9/15/23
Scrolling signs at transit centers pointing towards survey	9/19/23
Outward facing monitors pointing towards survey	9/19/23
Press release to local and regional media.	9/20/23
Pushing project info to disability and non-English speaking communities	9/20/23
Text message to all route text alert subscribers 24,331 subscribers	9/21/23
Stand-alone email to General News & Announcements list 7,454 subscribers	9/21/23
CEO GovDelivery e-news 5,262 subscribers	9/21/23
CEO included project info in weekly email	9/22/23
Fox 13 TV	9/28/23

A project website (<http://www.piercetransit.org/bussystemrecoveryplan/>) was created to communicate proposed changes to the public. In addition, three surveys were developed seeking input from the public and from Pierce Transit Operators. The surveys were designed to capture the most important changes by the public. The survey results were used to inform the system restoration plan being presented at the Pierce Transit November 13, 2023, Board of Commissioners meeting.

The three surveys were: 1. Build Your Own System 2. Two Scenarios 3. Pierce Transit Operators-specific. A separate tab on the project website informed the public of potential Title VI-related impacts. All comments were saved and categorized.

The first “Build Your Own System” survey received 750 responses. The survey was available from August 1 through September 8, 2023 and is attached as Appendix 4.6. The recommended improvements and percentage of respondents who agreed with each are shown below:

1. Later Evening/Earlier Morning Service – 65%
2. Restore Saturday Service – 58%
3. Restore Previously Reduced Service – 55%
4. Improve Timed Transfers - 52%
5. Peak Frequent Service (High Ridership Routes) - 51%
6. Align with Sound Transit Stations – 50%
7. Peak Frequent Service (Other Routes) – 46%
8. Speed and Reliability – 35%
9. Infrastructure Improvements on High Ridership Routes – 34%
10. Midday Frequent Service (Other Routes) – 32%
11. Midday Frequent Service (High Ridership Routes) – 29%
12. Expand *Runner* Microtransit – 29%

The second “Two Scenarios” survey asked participants to select their top priority between two options. The survey opened September 23 and closed October 27, 2023, with 204 responses received as of October 19. Sufficient responses were received to establish a consistent trendline with no expectations of deviation. The survey is attached as Appendix 4.7.

The third Operator-specific survey was designed to capture Pierce Transit Operators’ feedback. The survey asked questions about issues they are experiencing in the field with emphasis on runtimes and hot spots. The survey received 50 responses and is attached as Appendix 4.8.

3 TITLE VI POLICIES & DEFINITIONS

Pierce Transit's Board of Commissioners adopted three policies in February 2013 related to Title VI that guide this analysis: Major Service Change Policy; Disparate Impact Policy; and Disproportionate Burden Policy. The requirement for these policies comes from Federal Transit Administration (FTA) Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" which became effective October 1, 2012. The Circular requires any FTA recipient that operates 50 or more fixed route vehicles in peak service and serving a population of 200,000 persons or greater to evaluate any fare change and any major service change at the planning and programming stages to determine whether those changes have a discriminatory impact.

3.1 Pierce Transit Major Service Change Policy

The purpose of this policy is to establish a threshold that defines a major service change and to define an adverse effect caused by a major service change.

A major service change is defined as any change in service on any individual route that would add or eliminate more than twenty percent (>20%) of the route revenue miles or twenty percent of the route revenue hours. All major service changes will be subject to an equity analysis which includes an analysis of adverse effects on minority and low-income populations.

An adverse effect is defined as a geographical or time-based reduction in service which includes but is not limited to: Span of service changes, frequency changes, route segment elimination, re-routing (i.e., a deviation), or route elimination.

3.2 Pierce Transit Disproportionate Burden Policy

The purpose of this policy is to establish a threshold which identifies when the adverse effects of a major service change or any fare change are borne disproportionately by low income¹ populations.

A disproportionate burden occurs when the low-income population adversely affected by a fare or service change is five percent more than the average low-income population of Pierce Transit’s service area.

Disproportionate burden on routes with either span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disproportionate burden on routes with segment elimination, re-routing, or route elimination will be determined on a route-by-route basis.

If Pierce Transit finds a potential disproportionate burden, the agency will take steps to avoid, minimize, or mitigate impacts and then reanalyze the modified service plan to determine whether the impacts were removed. If Pierce Transit chooses not to alter the proposed changes, the agency may implement the service or fare change if there is substantial legitimate justification for the change AND the agency can show that there are no alternatives that would have less of an impact on low-income population and would still accomplish the agency’s legitimate program goals.

3.3 Pierce Transit Disparate Impact Policy

The purpose of this policy is to establish a threshold which identifies when adverse effects of a major service change or any fare change are borne disproportionately by minority populations.

A disparate impact occurs when the minority population² adversely affected by a fare or service change is ten percent more than the average minority population of Pierce Transit’s service area.

¹ **Low Income Population** –Persons reporting as being under the federal household poverty limit as defined by the U.S. Department of Health and Human Services. In 2023, the poverty limit is \$30,000 for a family of four.

² **Minority Population** – Persons identifying themselves as a race other than White or of Hispanic origin, self-reported in the U.S. Census.

Disparate impacts on routes with either Span of service changes and/or frequency changes will be determined by analyzing all routes with such changes together. Disparate impacts on routes with segment elimination, re-routing, or route elimination will be determined on a route-by-route basis.

If Pierce Transit finds a potential disparate impact, the agency will take steps to avoid, minimize or mitigate impacts and then reanalyze the modified service plan to determine whether the impacts were removed. If Pierce Transit chooses not to alter the proposed changes, the agency may implement the service or fare change if there is substantial legitimate justification for the change AND the agency can show that there are no alternatives that would have less of an impact on the minority population and would still accomplish the agency’s legitimate program goals.

4 METHODOLOGY

Pierce Transit is required to evaluate changes to span of service and frequency as separate categories in order to determine whether disparate impacts or disproportionate burdens exist at a systematic level under each category. Conversely, changes to routing which meet major service change thresholds are required to be analyzed on a route-by-route basis to determine disparate impacts/disproportionate burdens and additionally require documentation of mitigation efforts.

Pierce Transit staff used Remix (www.remix.com) to aid in the quantitative aspects of the Title VI analysis for this project. Remix allows you to automatically generate a Title VI report (based on U.S. Census data) by comparing existing service to a set of proposed changes. The methodology used by Remix to achieve this includes the following steps:

1. Obtain population demographics information near a route, including its low income and minority percentage.
 - For each route, build a shape file that represents the area within a quarter mile of any of its stops.
 - Intersect the catchment area with 2017-2021 ACS 5-year Census data. Obtain a list of block groups and the percentage that overlap with each.
 - For each block group, take the percentage of overlap and multiply it by the block group’s statistics.
 - Obtain the population, minority population, and low-income population for each group and sum them together. This is the total population a route could serve.
2. Compare the number of people-trips, before and after.
 - Multiply the population near a route by the number of trips it makes (per year) to derive “people-trips.”
 - Repeat for low income and minority populations to derive “low-income people-trips” and “minority people trips.”
 - Compare these numbers between the before and after versions of the route, to obtain a set of people-trip differences. Routes that have identical names in the before and after scenarios are placed in the same row of the analysis table.
3. Calculate the total difference in people-trips across the transit system.
 - Repeat the process above for every route in the transit system.

- Sum together the difference in people trips. This will return three numbers: total difference in people-trips, total difference in low-income people-trips, and total difference in minority people trips.
4. Calculate the change borne by low income and minority populations.
 - Divide the total difference in low-income people trips by the total difference in people-trips to get the percentage of change borne by those with low incomes.
 - Repeat for minority people-trips.
 5. Compare the percentage change to the average in the service area.
 - Calculate the average percentage of low income and minority populations across the entire service area.
 - Subtract from the change borne by those populations.
 - Obtain the two final numbers: the difference between the impact this set of transit changes had on low income and minority populations compared to the percentage population of low income and minority populations that live in the service area.

5 EFFECTS OF PROPOSED SERVICE CHANGE ON MINORITY & LOW-INCOME POPULATIONS

5.1 Impact of Service Change on Minority and Low-Income Populations

Table 10 summarizes the characteristics of routes experiencing a change in span of service. For a detailed breakdown of the before and after service level characteristics of each route see Appendix 4.1.

Table 10: Analysis of Span Changes on Low Income and Minority Populations

	Low Income	Minority
Change Borne By	15.8%	45.9%
PTBA Average	10.5%	40.5%
Delta	5.2%	5.4%

Low Income populations on routes with span changes experience a greater fraction of people-trips than previous levels of service. Thus, at the system level there are no adverse impacts to low-income populations even though the delta is over the 5% threshold.

Minority populations on routes with span changes experience greater fraction of people-trips relative to the system average; however, this difference is below the 10% threshold and there are no adverse impacts due to service improvements.

Table 11 summarizes the characteristics of routes experiencing a change in frequency. For a detailed breakdown of the before and after service level characteristics of each route see Appendix 4.2.

Table 11: Analysis of Frequency Changes on Low Income and Minority Populations

	Low Income	Minority
Change Borne By	15.2%	46.8%
PTBA Average	10.5%	40.5%
Delta	4.7%	6.3%

Low Income populations on routes with frequency changes experience a greater fraction of people-trips relative to the system average; however, this difference is below the 5% threshold and there are no adverse impacts due to service improvements.

Minority populations on routes with frequency changes experience greater fraction of people-trips relative to the system average; however, this difference is below the 10% threshold and there are no adverse impacts due to service improvements.

Table 12 outlines which routes experience changes to their alignment, how these changes would be distributed among low income and minority populations, whether these changes meet the thresholds of a disproportionate burden or disparate impact, and what mitigation steps are being undertaken.

Table 12: Analysis of Route Changes or Elimination on Low Income and Minority Populations

Route	Change Borne by Low Income	PTBA Average Low Income	Low Income Delta	Change Borne by Minorities	PTBA Average Minority	Minority Delta	Existing Route Miles Changed	Disparate Impact -or- Disproportionate Burden	Mitigation
13 N. 30th Street	12.0%	10.5%	1.5%	24.5%	40.5 %	-16.0%	100%	No	No Burden or Impact; Ruston Runner will be expanded
63 NE Tacoma Express	10.8%	10.5%	0.3%	47.9%	40.5%	7.4%	100%	No	No Burden or Impact; Tideflats Runner will be expanded
409 Puyallup / S 72 nd St	-34.4%	10.5%	-44.9%	-76.9%	40.5%	-117.5%	11%	No	No Burden or Impact; Portion once served by 409 will now be served by Puyallup Runner

425 Puyallup Connector	11.6%	10.5%	1.1%	33.2%	40.5%	-7.3%	100%	No	No Burden or Impact; Puyallup Runner will be expanded
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Note that only changes triggering disproportionate burden or disparate impact require mitigation. Because none of the low-income deltas exceed the 5% threshold, there are no disparate impacts, and no mitigation is needed. Additionally, because none of the minority deltas exceed the 10% threshold, there is also no disproportionate burden and therefore no mitigation is needed. Elimination or changes to the above routes can be seen on maps Figures 5-1 through 5-9.

Table 13: Analysis of New Routes

Route	Change Borne by Low Income	PTBA Average Low Income	Low Income Delta	Change Borne by Minorities	PTBA Average Minority	Minority Delta	Existing Route Miles Changed	Disparate Impact -or- Disproportionate Burden	Mitigation
Pacific Avenue/ SR 7 Enhanced Bus	16.6%	10.5%	6.1%	46.3%	40.5 %	5.7%	100%	No	No Burden or Impact; While the low-income delta is above the 5% threshold, there are no adverse impacts with the addition of service and therefore determination of disproportionate burden is not warranted.

5.2 Disproportionate Burden Analysis

Pierce Transit’s policy states that a disproportionate burden occurs when the low-income population adversely affected by a fare or service change is 5% more than the average low-income population of Pierce Transit’s service area. An adverse effect is defined in the Major Service Change Policy as a geographical or time-based reduction in service which includes but is not limited to: Span of service changes, frequency changes, route segment elimination, re-routing, or route elimination.

Appendices 4.1, 4.2, 4.3 and 4.4 highlight the full list of variables (route change percentage, adverse effect, change borne by what percentage of Title VI community) which established the determinations of disproportionate burdens.

5.3 Disparate Impact Analysis

Pierce Transit’s policy states that a disparate impact occurs when the minority population adversely affected by a fare or service change is 10% more than the average minority population of Pierce Transit’s service area. An adverse effect is defined in the Major Service Change Policy as a geographical or time-based reduction in service which includes but is not limited to: span of service changes, frequency changes, route segment elimination, re-routing, or route elimination.

Appendices 4.1, 4.2, 4.3 and 4.4 highlight the full list of variables (route change percentage, adverse effect, change borne by what percentage of Title VI community) which established the determinations of disproportionate burdens.

Figure 5-1 Eliminated Route 13

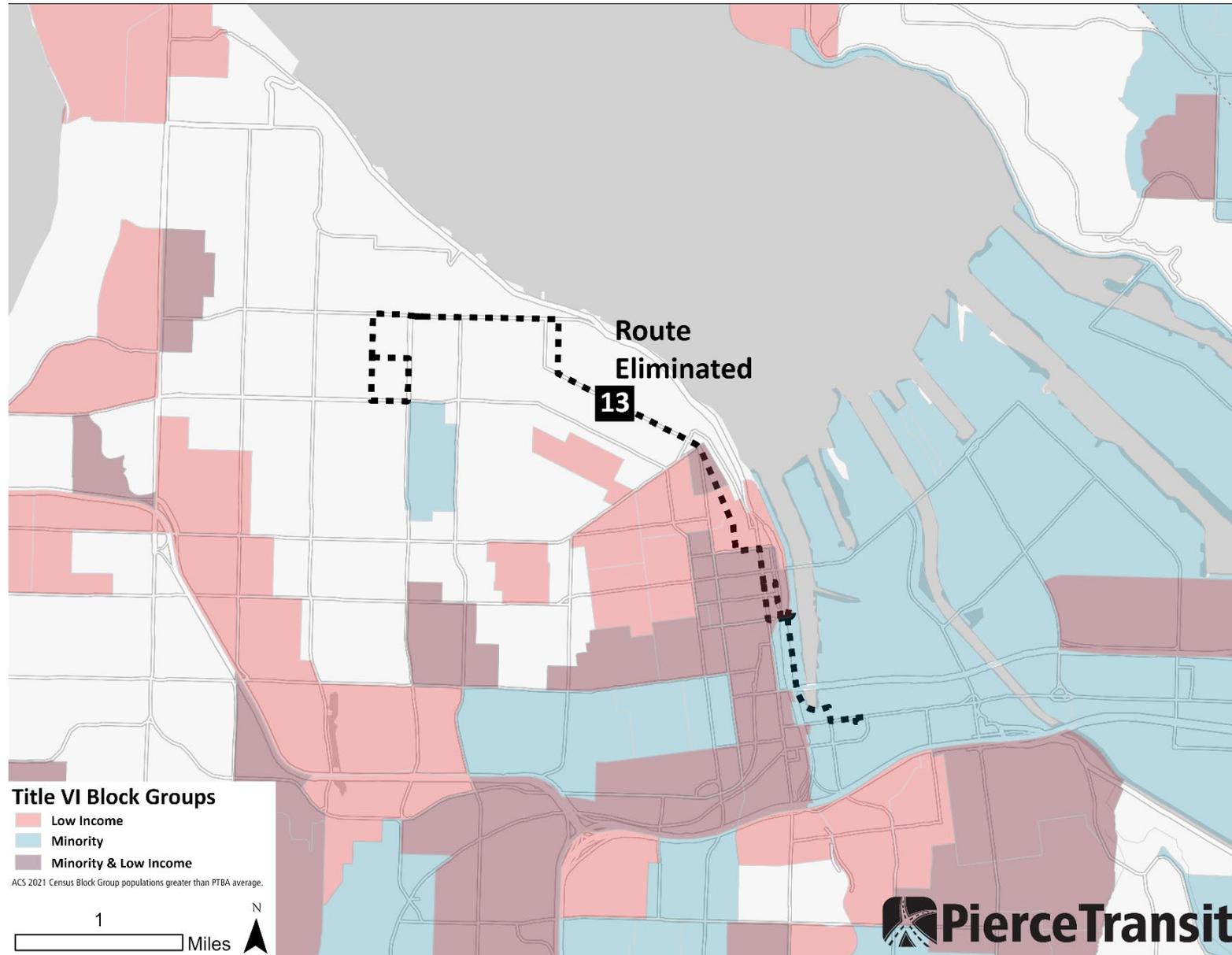


Figure 5-2 Eliminated Route 63

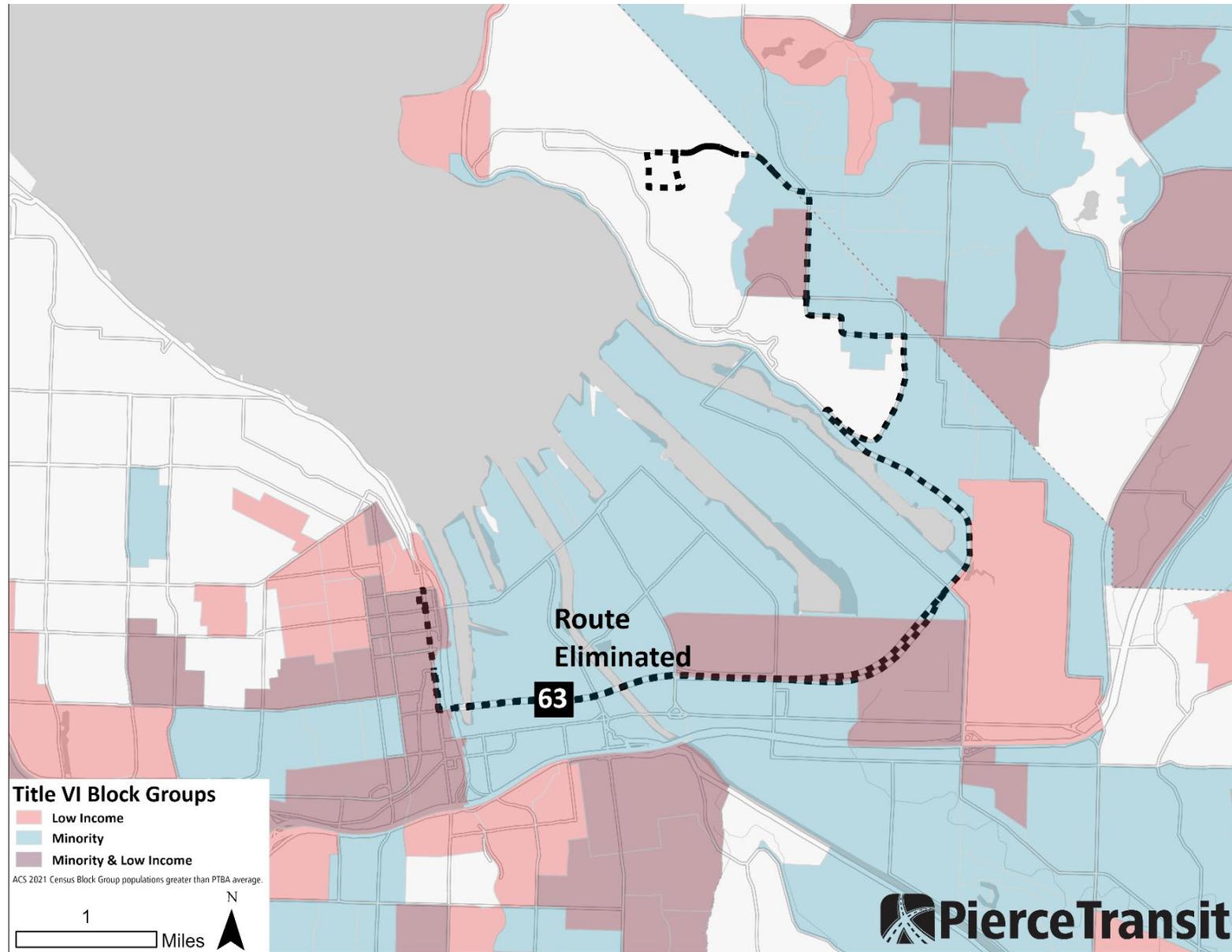


Figure 5-3 Eliminated Route 425

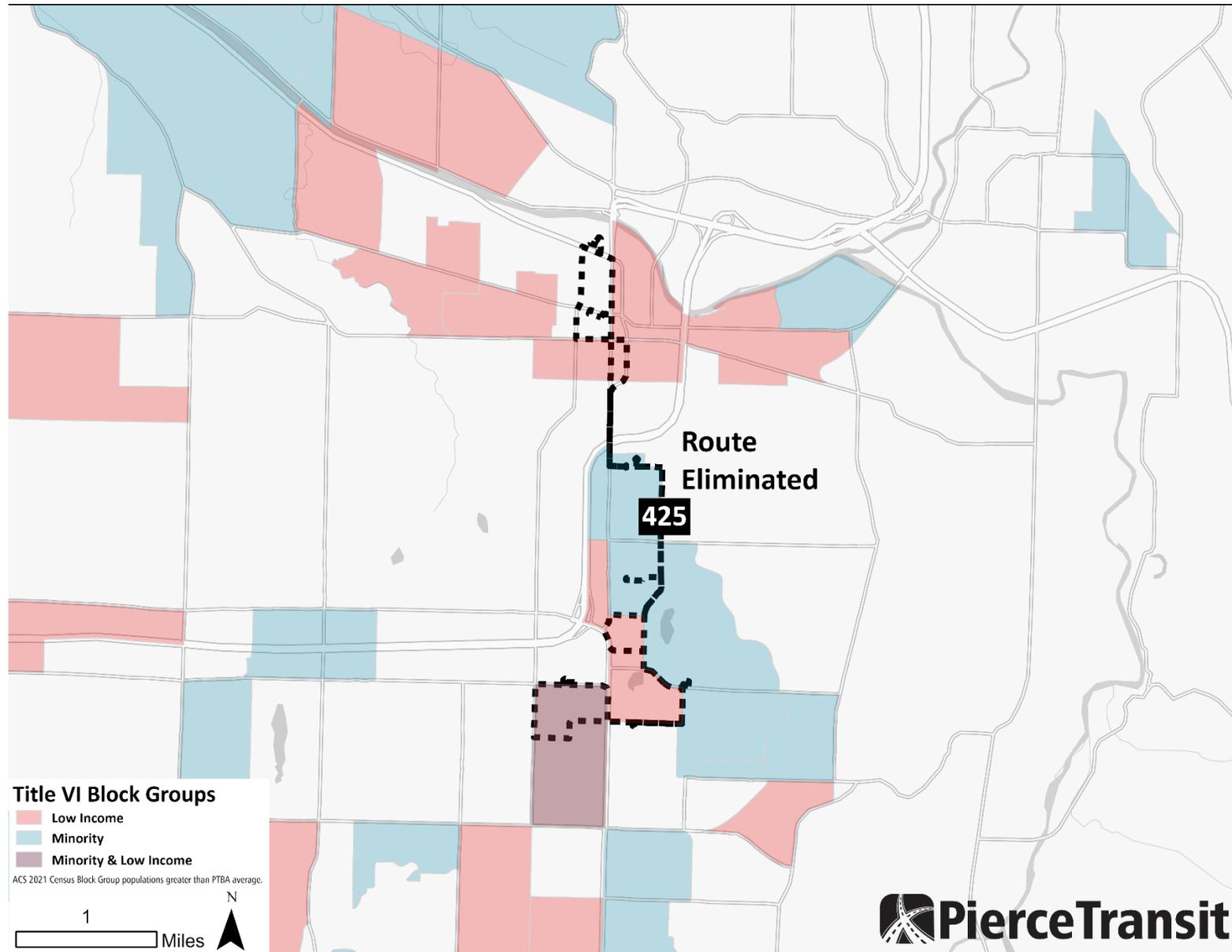


Figure 5-4 Route 13 Eliminated and replaced with Ruston and Tideflats Runner zones

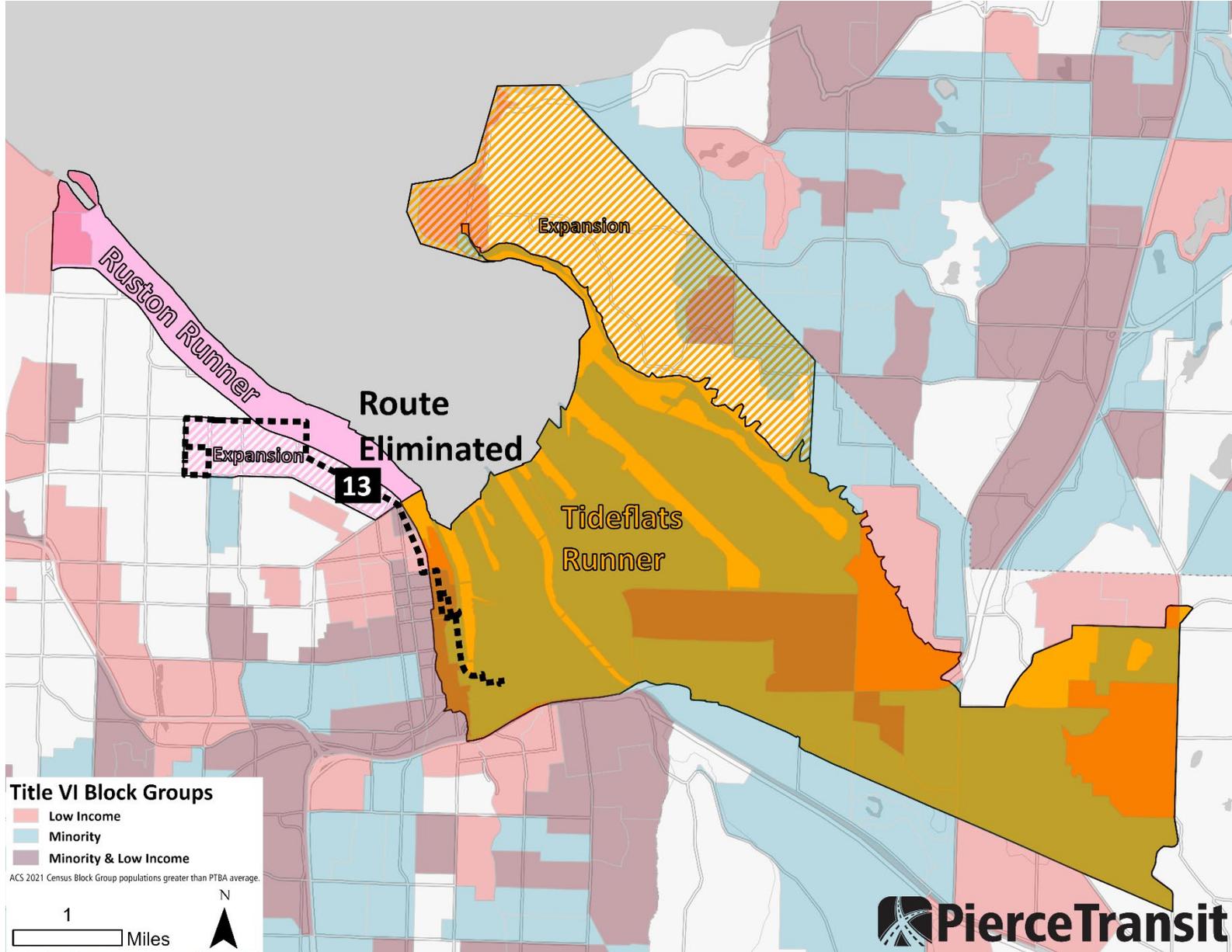


Figure 5-5 Route 63 Eliminated and replaced with Tideflats Runner zone Expansion

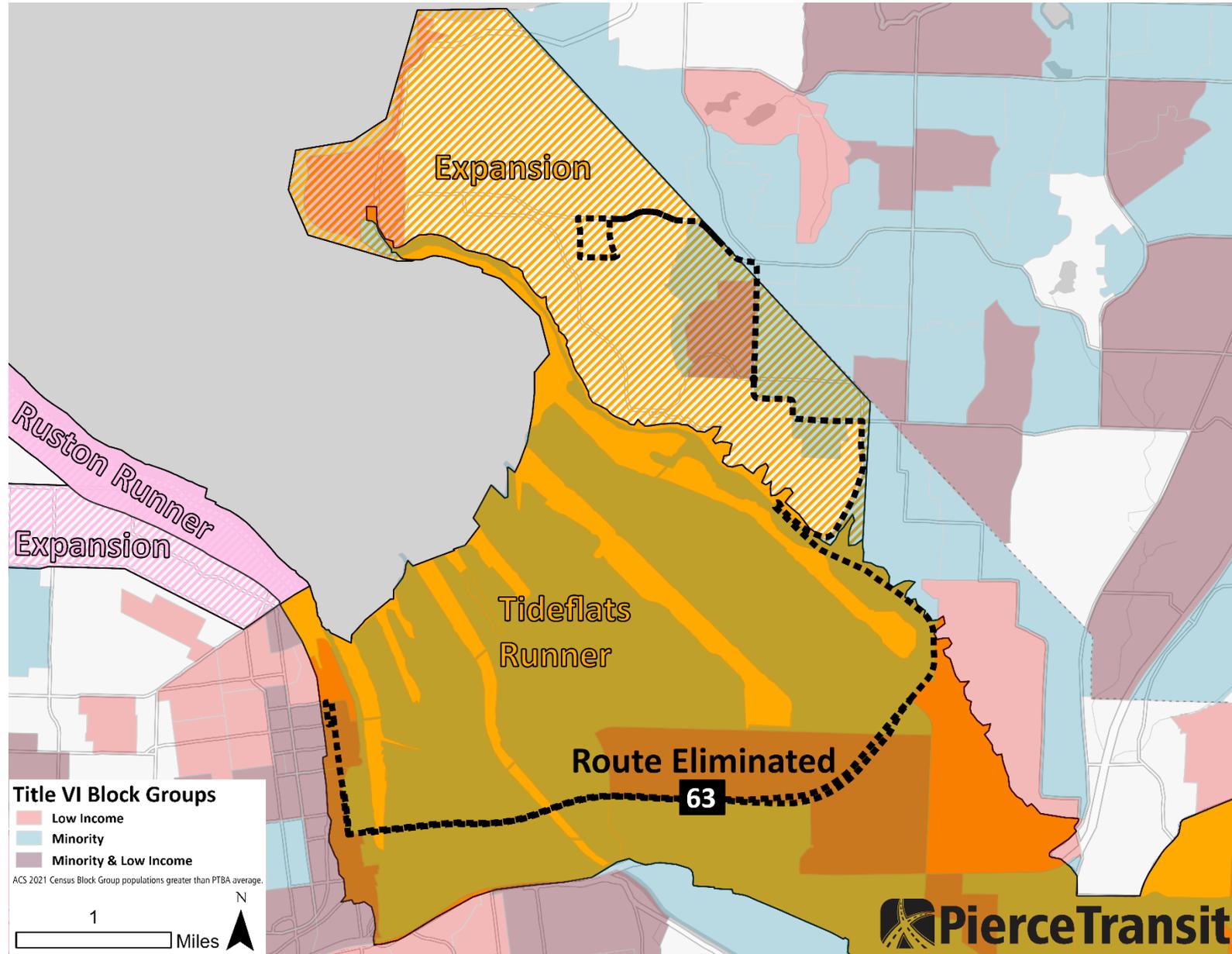


Figure 5-6 Route 409 Route Alignment Change with Puyallup Runner zone

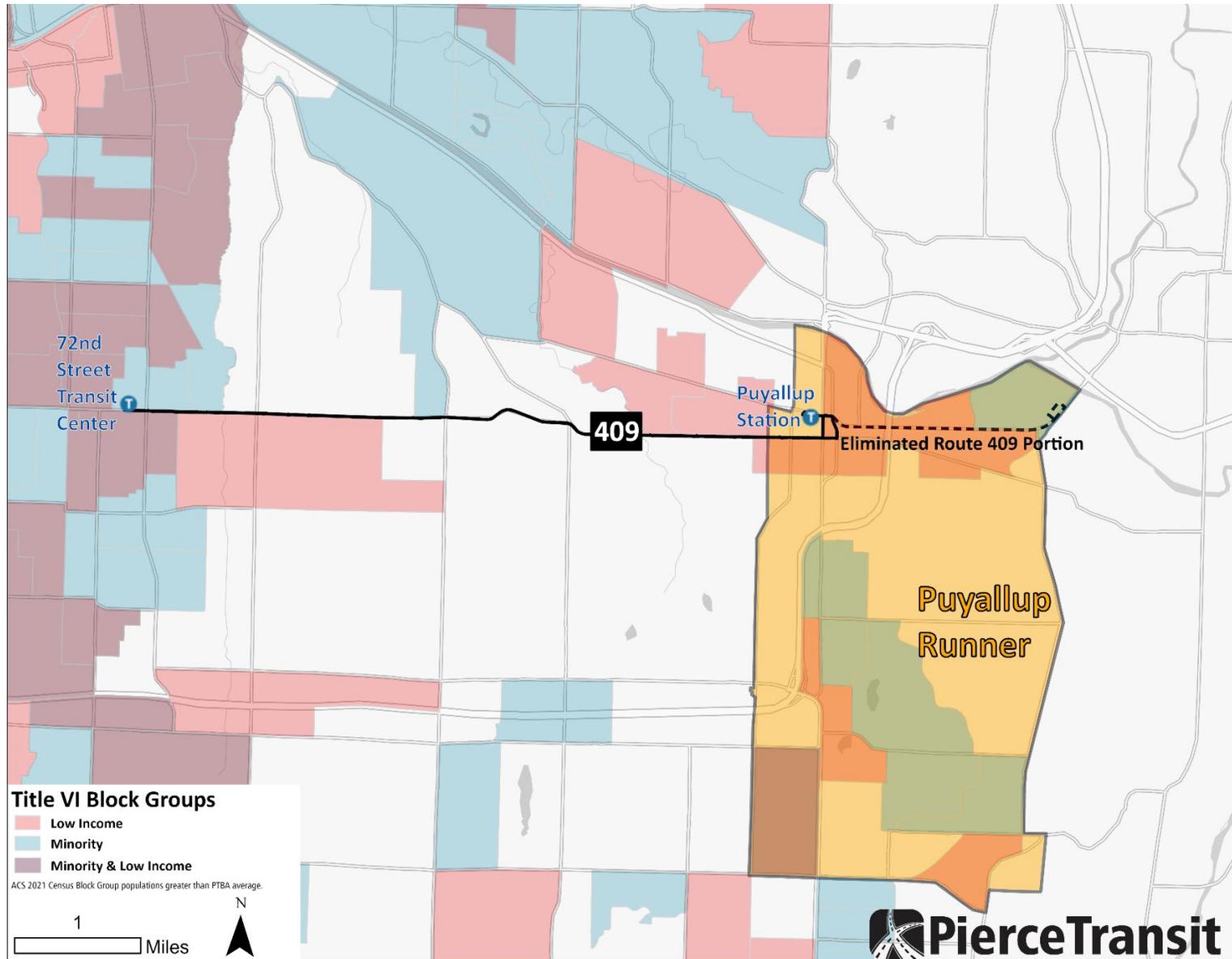


Figure 5-7 Route 425 Elimination and replaced with Puyallup Runner zone

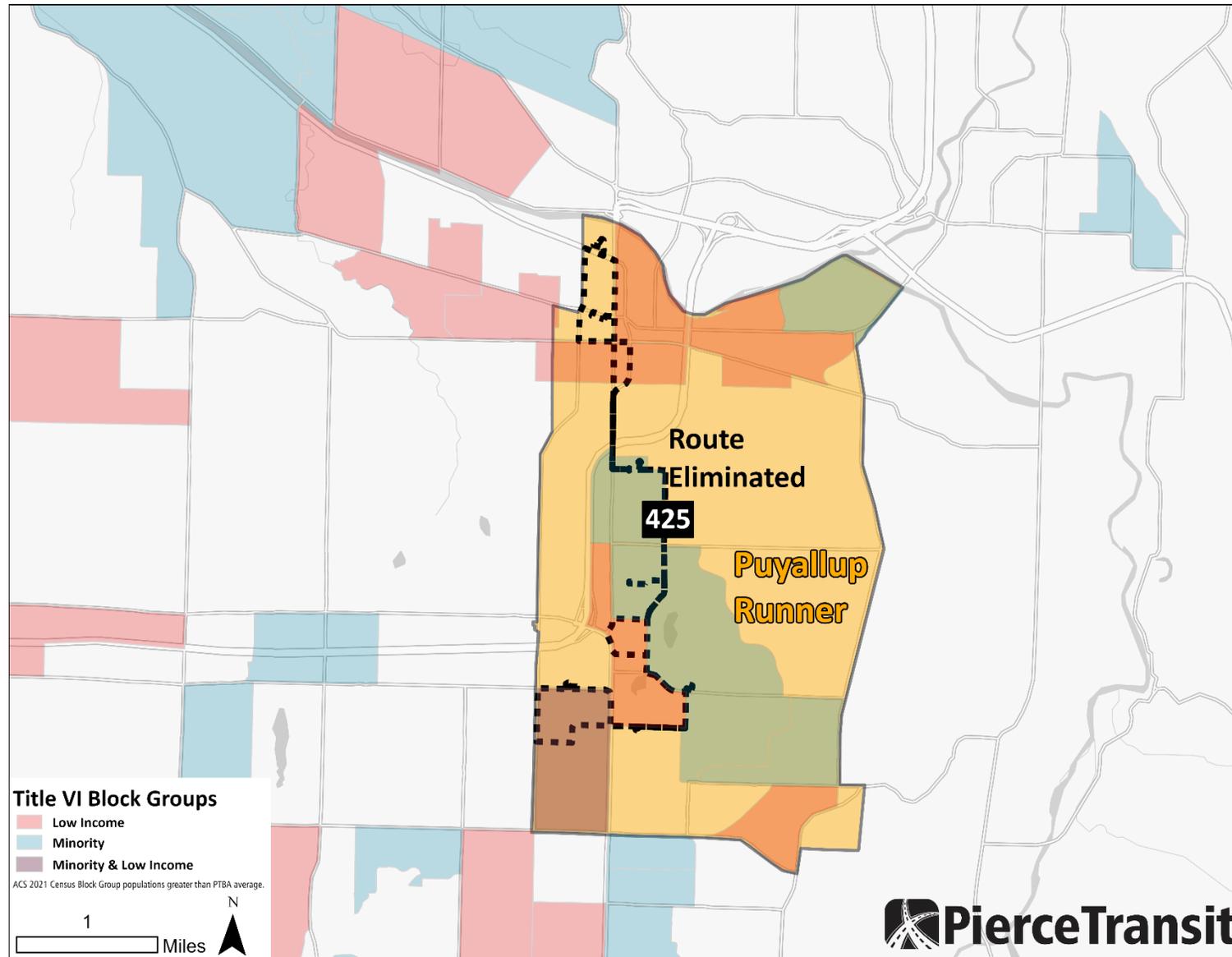


Figure 5-8 Proposed Gig Harbor Runner zone

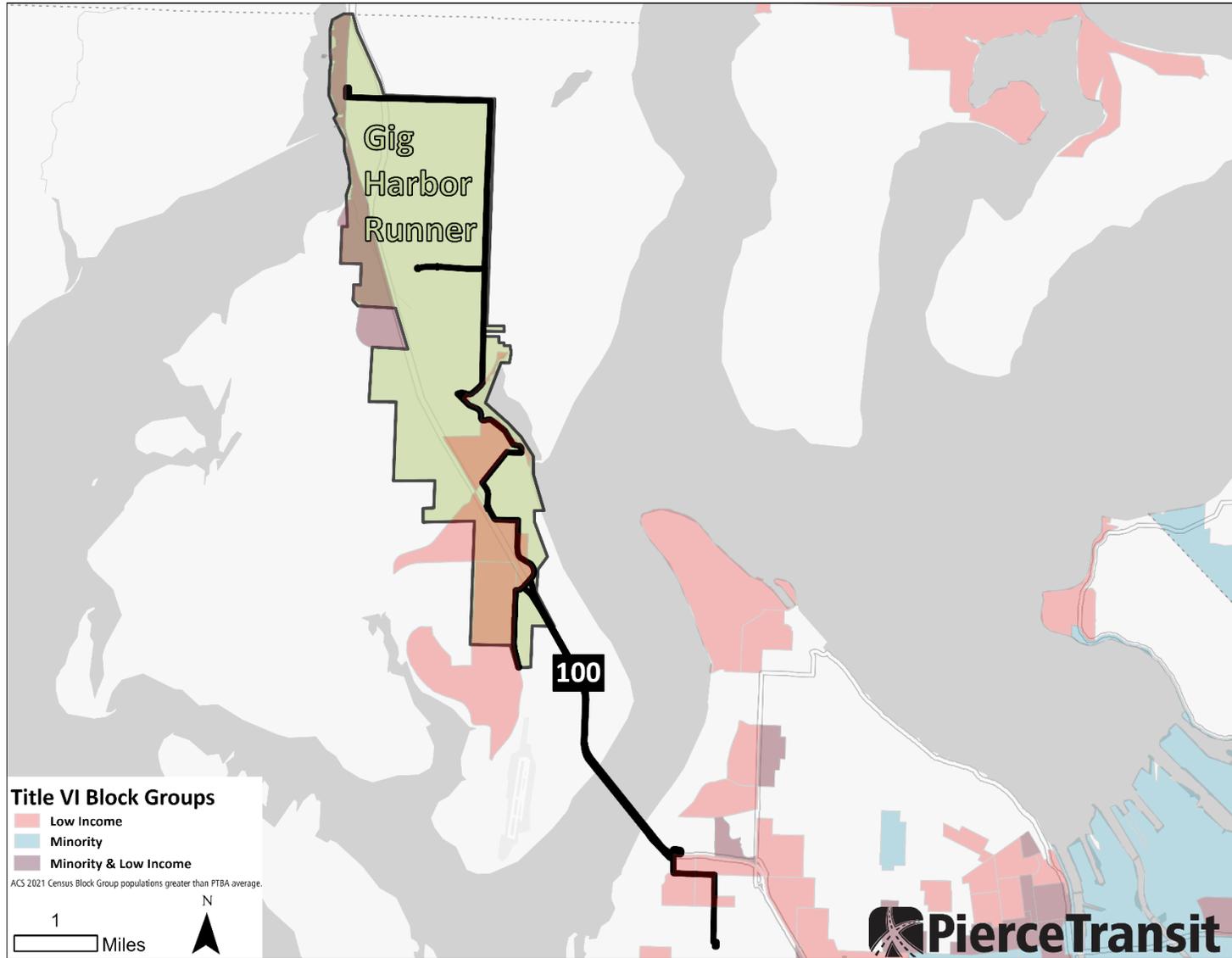
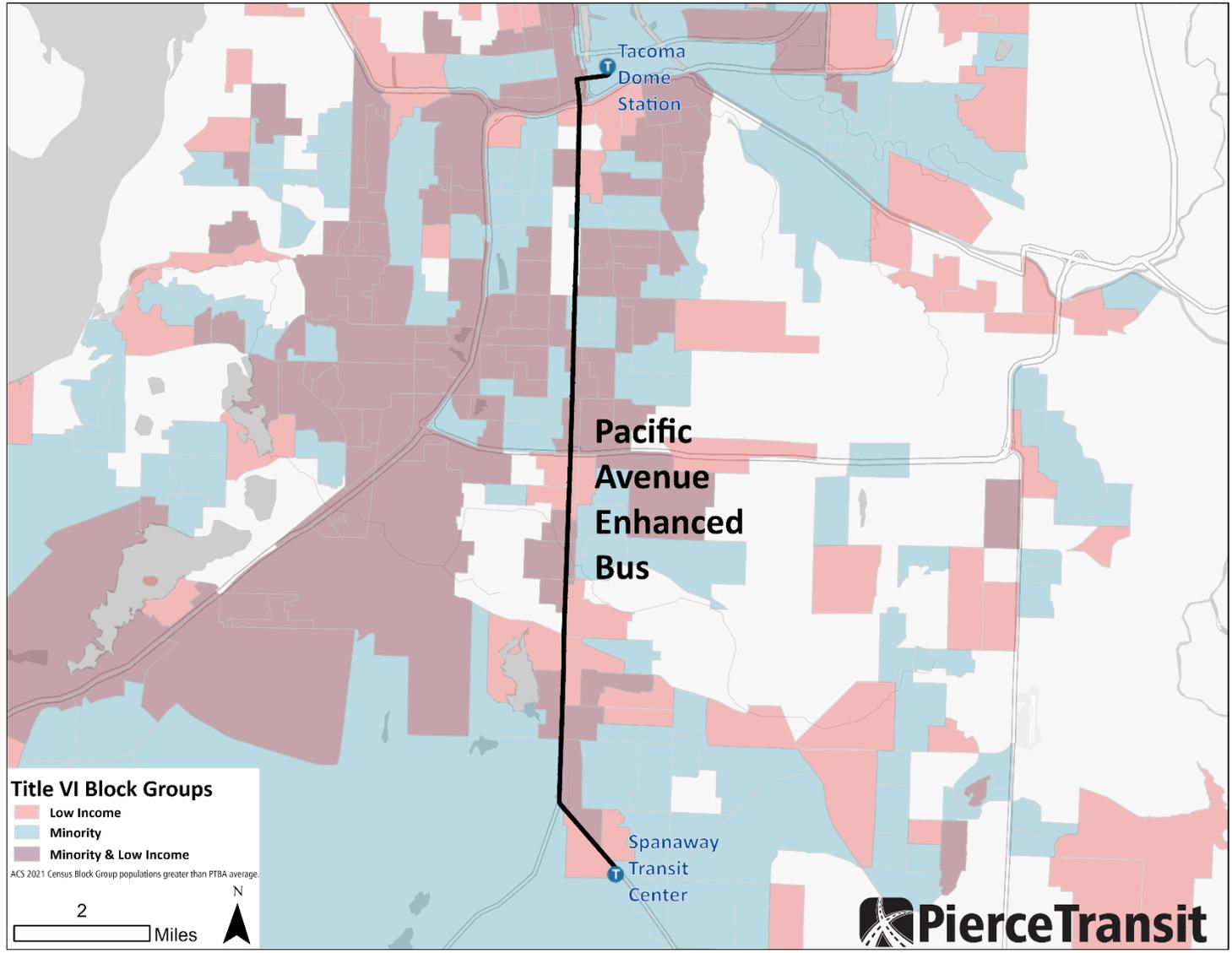


Figure 5-9 New Pacific Avenue/SR 7 Enhanced Bus



6 APPENDIX

6.1 Routes Experiencing a Change in Span of Service

Route	Before				After				Difference							Forecasted Hours or Miles change >20%
	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	People-Trips (Population * Trips)	Low Income People-Trips	Minority People-Trips	Change Borne by Low Income	Change Borne by Minorities	Change in Annual Trips	Trip Count Change from Original	
1 6th Ave / Pacific Ave	42,759	15.0%	39.2%	29,720	42,759	15.0%	39.2%	38,135	356,635,095	53,500,717	139,264,425	15.0%	39.0%	8,415	28%	Yes
3 Lakewood / Tacoma	19,684	20.5%	57.0%	21,325	19,684	20.5%	57.0%	34,585	259,093,770	53,349,468	148,286,580	20.6%	57.2%	13,260	62%	Yes
4 Lakewood / South Hill	16,308	15.7%	46.6%	18,730	16,308	15.7%	46.6%	20,755	32,998,740	5,201,363	15,386,715	15.8%	46.6%	2,025	11%	No
41 S 56th St / Salishan	20,633	17.7%	59.0%	17,850	20,633	17.7%	59.0%	19,735	38,686,415	6,854,009	22,805,305	17.7%	58.9%	1,885	11%	No
48 Sheridan / M St	27,969	17.1%	59.0%	17,850	27,969	17.1%	59.0%	20,410	71,504,640	12,283,159	42,231,040	17.2%	59.1%	2,560	14%	No
52 Fircrest / TCC	12,023	12.7%	43.8%	17,835	12,023	12.7%	43.8%	19,370	18,406,080	2,337,042	8,063,490	12.7%	43.8%	1,535	9%	No
54 S 38th St / Portland Ave	17,486	15.0%	59.3%	17,065	17,486	15.0%	59.3%	19,370	40,369,230	6,047,972	23,943,555	15.0%	59.3%	2,305	14%	No
57 Union / S 19th St / Hilltop	14,809	19.4%	48.6%	16,700	14,809	19.4%	48.6%	20,025	49,497,685	9,561,706	24,020,035	19.3%	48.5%	3,325	20%	Yes
100- Pref Alt Gig Harbor	10,557	6.1%	22.7%	9,120	10,557	6.1%	22.7%	9,630	5,324,145	321,813	1,209,720	6.0%	22.7%	510	6%	No
202 S 72nd St	14,083	17.2%	58.8%	18,920	14,083	17.2%	58.8%	19,960	14,695,300	2,533,968	8,638,480	17.2%	58.8%	1,040	5%	No
206 Pacific Hwy / Tillicum / Madigan	12,965	22.3%	60.1%	20,265	12,965	22.3%	60.1%	20,925	8,535,780	1,914,132	5,131,500	22.4%	60.1%	660	3%	No
402 Meridian	17,043	8.9%	33.6%	9,815	17,043	8.9%	33.6%	19,135	161,604,120	14,112,664	53,816,160	8.7%	33.3%	9,320	95%	Yes
409 Puyallup / S 72nd St	9,346	9.7%	30.7%	6,680	5,914	8.5%	27.6%	9,230	1,219,995	-416,868	-931,770	-34.4%	-76.9%	2,550	38%	No
500 Federal Way	4,101	22.9%	46.5%	13,580	4,101	22.9%	46.5%	19,920	27,005,230	6,020,886	12,391,530	22.3%	45.9%	6,340	47%	Yes
Total									1,127,292,620	177,689,262	517,108,765					

6.2 Routes Experiencing a Change in Frequency

Route	Before				After				Difference							
	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	People-Trips (Population * Trips)	Low Income People-Trips	Minority People-Trips	Change Borne by Low Income	Change Borne by Minorities	Change in Annual Trips	Trip Count Change from Original	Forecasted Hours or Miles change >20%
1 6th Ave / Pacific Ave	42,759	15.0%	39.2%	29,720	42,759	15.0%	39.2%	38,135	356,635,095	53,500,717	139,264,425	15.0%	39.0%	8,415	28%	Yes
2 S 19th St / Bridgeport	25,414	12.0%	47.3%	22,970	25,414	12.0%	47.3%	34,955	321,789,090	39,312,792	151,911,660	12.2%	47.2%	11,985	52%	Yes
3 Lakewood / Tacoma	19,684	20.5%	57.0%	21,325	19,684	20.5%	57.0%	34,585	259,093,770	53,349,468	148,286,580	20.6%	57.2%	13,260	62%	Yes
4 Lakewood / South Hill	16,308	15.7%	46.6%	18,730	16,308	15.7%	46.6%	20,755	32,998,740	5,201,363	15,386,715	15.8%	46.6%	2,025	11%	No
41 S 56th St / Salishan	20,633	17.7%	59.0%	17,850	20,633	17.7%	59.0%	19,735	38,686,415	6,854,009	22,805,305	17.7%	58.9%	1,885	11%	No
48 Sheridan / M St	27,969	17.1%	59.0%	17,850	27,969	17.1%	59.0%	20,410	71,504,640	12,283,159	42,231,040	17.2%	59.1%	2,560	14%	No
52 Fircrest / TCC	12,023	12.7%	43.8%	17,835	12,023	12.7%	43.8%	19,370	18,406,080	2,337,042	8,063,490	12.7%	43.8%	1,535	9%	No
54 S 38th St / Portland Ave	17,486	15.0%	59.3%	17,065	17,486	15.0%	59.3%	19,370	40,369,230	6,047,972	23,943,555	15.0%	59.3%	2,305	14%	No
57 Union / S 19th St / Hilltop	14,809	19.4%	48.6%	16,700	14,809	19.4%	48.6%	20,025	49,497,685	9,561,706	24,020,035	19.3%	48.5%	3,325	20%	Yes
202 S 72nd St	14,083	17.2%	58.8%	18,920	14,083	17.2%	58.8%	19,960	14,695,300	2,533,968	8,638,480	17.2%	58.8%	1,040	5%	No
206 Pacific Hwy / Tillicum / Madigan	12,965	22.3%	60.1%	20,265	12,965	22.3%	60.1%	20,925	8,535,780	1,914,132	5,131,500	22.4%	60.1%	660	3%	No
402 Meridian	17,043	8.9%	33.6%	9,815	17,043	8.9%	33.6%	19,135	161,604,120	14,112,664	53,816,160	8.7%	33.3%	9,320	95%	Yes
500 Federal Way	4,101	22.9%	46.5%	13,580	4,101	22.9%	46.5%	19,920	27,005,230	6,020,886	12,391,530	22.3%	45.9%	6,340	47%	Yes
Total									1,400,821,175	213,029,878	655,890,475					

6.3 Routes Experiencing Elimination or Change in Alignment

Route	Before				After				Difference				Existing Route Miles Changed %	Existing Route Miles Changed >20%	Adverse Effects	Disproportionate Burden	Disparate Impact	
	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	People-Trips (Population * Trips)	Low Income People-Trips	Minority People-Trips	Change Borne by Low Income						Change Borne by Minorities
13 N 30th St	13,721	11.6%	24.3%	2,040					-27,149,340	-3,248,327	-6,662,640	12.0%	24.5%	-100%	Yes	Yes	No	No
63 NE Tacoma Express	9,252	10.5%	47.4%	1,020					-8,535,360	-925,415	-4,089,180	10.8%	47.9%	-100%	Yes	Yes	No	No
409 Puyallup / S 72 nd St	9,346	9.7%	30.7%	6,680	5,914	8.5%	27.6%	9,230	1,219,995	-416,868	-931,770	-34.4%	-76.9%	11%	No	No	No	No
425 Puyallup Connector	8,697	11.9%	34.3%	3,610					-34,053,130	-3,951,140	-11,295,690	11.6%	33.2%	-100%	Yes	Yes	No	No

6.4 Impact of New Service on Minority and Low-Income Populations

Route	Before				After				Difference				Existing Route Miles Changed %	Existing Route Miles Changed >20%	Adverse Effects	Disproportionate Burden	Disparate Impact	
	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	Population (within 1/4 mi)	Low Income	Minority	Trips (Annually)	People-Trips (Population * Trips)	Low Income People-Trips	Minority People-Trips	Change Borne by Low Income						Change Borne by Minorities
Pacific Avenue/SR 7 Enhanced Bus	0	0	0	0	9,877	17.0%	44.4%	8670	100,563,330	16,726,757	46,518,885	16.6%	46.3%	-100%	Yes	No	No	No

6.5 Additional Public Outreach Contacts

Organization	Address/Location
Catherine Place	923 S. 8th Street Tacoma, WA 98405
Catholic Community Services	1411 S Yakima Avenue Tacoma, WA 98405
Centro Latino	1208 S. 10th St. Tacoma, WA 98405
Children's Museum at JBLM	2275 Liggett Avenue Joint Base Lewis-McChord, WA 98433
CJK Community Homes	2367 Tacoma Avenue S #215 Tacoma, WA 98402
D.A. Gonyea Branch - Boys & Girls Club	5136 N. 26th Street, Tacoma, WA 98406
Evergreen Recovery	3630 S Cedar Street #G, Tacoma, WA 98409
Greentrike/Children's Museum of Tac.	1501 Pacific Avenue Tacoma, WA 98402
Happy Hand House	4321 2nd St. SW Puyallup, WA 98373
Lakewood Boys & Girls Club	10402 Kline St. SW, Lakewood, WA 98499
Marking a Difference Foundation	4218 S. Steele St. Suite 215, Tacoma, WA 98409
Metro Aquatics	6817 27th St. W. Tacoma, WA 98466
Milgard Family Eastside Branch - Boys & Girls Club	1721 E. 56th St., Tacoma, WA 98404
Salish Sea Collective	2607 Bridgeport Way West University Place, WA 98466
New Phoebe House	P.O. Box 9845 Tacoma, WA 98415
Northwest Magic	9503 184th Street East, Puyallup, WA 98375
Our Sisters' House	2714 N. 21st Street, Suite 3, Tacoma, WA 98406
Pierce County Human Services	3602 Pacific Ave., Suite 200, Tacoma, WA 98418
Planned Parenthood	1515 MLK Jr. Way, Tacoma, WA 98405
Point Defiance Zoo	5400 North Pearl Street Tacoma, WA 98407
Puyallup Tribe of Indians	3009 East Portland Avenue, Tacoma, WA 98404
REACH	1314 S. L Street Tacoma, WA 98405
Rebuilding Hope! Sexual Assault Center	101 East 26th Street, Suite 200 Tacoma, WA 98421
Sound Outreach	1106 Martin Luther King Jr. Way Tacoma, WA 98405
Tacoma Arts Live	1001 S. Yakima Avenue, Suite 1 Tacoma, WA 98405
Tacoma Soccer Center	2610 E. Bay Street Tacoma, WA 98421
United Way of Pierce County	1501 Pacific Avenue, Suite 400 Tacoma, WA 98402
Washington State PTA	15 Oregon Avenue, Suite 202 Tacoma, WA 98409

We Teach Tacoma	3049 S. 36th Street, Suite 300, Tacoma, WA 98409
West Pierce CARES	3631 Drexler Drive West University Place, WA 98466
WA PAVE (Partnership for Action - Voices for Empowerment)	6316 S. 12th Steet, Tacoma, WA 98465
Hearing, Speech & Deafness Center	621 Tacoma Avenue South, Suite 505 Tacoma, WA 98402
Korean Women's Association	3625 Perkins Lane SW Lakewood, WA 98499
United Way of Pierce County	1501 Pacific Avenue, Suite 400 Tacoma, WA 98402
Washington State PTA	15 Oregon Avenue, Suite 202, Tacoma, WA 98409
Lakewood Chamber	Lakewood
Lakewood Community Collaboration /City of Lakewood	Lakewood
Northeast Tacoma Neighborhood Council	Tacoma
Proctor Business District	Tacoma
South Tacoma Business District Association	Tacoma
South Tacoma Neighborhood Council	Tacoma
Community Council of Tacoma (CCoT)	Tacoma
West End Neighborhood Council	Tacoma
DT Tacoma Partnership Community Relations Committee	Tacoma
MIC South Sound	Tacoma
Dome Business District	Tacoma
New Tacoma Neighborhood Council	Tacoma
Hilltop Business District	Tacoma
Walk & Roll Pierce County	Pierce County
Stadium Business District	Tacoma
Economic Development Board for Tacoma-Pierce County	Tacoma/Pierce County
Tacoma-Pierce County Chamber of Commerce	Tacoma/Pierce County
Affordable Housing Consortium	Tacoma
Sixth Avenue Business District	Tacoma
Central Tacoma Neighborhood Council	Tacoma
Fife Milton Edgewood Chamber of Commerce	Fife/Milton/Edgewood
South End Neighborhood Council (SEnCo)	Tacoma
Community Health Care - Lakewood	10510 Gravelly Lake Drive SW, Tacoma, WA 98499
Community Health Care - Pacific Avenue	11225 Pacific Avenue S, Tacoma, WA 98444

Community Health Care - Sea-Mar	7424 Bridgeport Way W Ste 103, Lakewood, WA 98499
Community Health Care - Tacoma Hilltop	1202 Martin Luther King Jr. Way, Tacoma, WA 98405
Community Health Care - Shalishan	1708 E 44th Street, Tacoma, WA 98404
Community Health Care - Spanaway	134 188th Street S, Spanaway, WA 98387
Tacoma-Pierce County Health Department	3629 S. D Street, Tacoma, WA 98418-6813
Pierce County Coordinated Transportation Coalition	3602 Pacific Avenue, Suite 200, Tacoma, WA 98408
Pierce County Aging & Disability Resource Center - Community Forum	3602 Pacific Avenue, Suite 200, Tacoma, WA 98408
Pierce County Association of the Blind	(None provided)
Partner Café	123 E. 96th Street, Tacoma WA 98445

6.6 First Survey: "Build Your Own System" Questions

Pierce Transit Design Your Transit System

Introduction

How would you improve Pierce Transit?

Pierce Transit is beginning to build back service while recovering from the effects of the COVID-19 pandemic. We can't do everything at once, but we want to know what your top priorities are for recovering service.

This is where we need your help! This survey allows you to select potential improvements that you think will help make Pierce Transit work better for you. Do you want better transit service along major corridors, more evening or early morning service, or enhanced weekend service? What is most important for us to restore first?

This survey is your chance to share feedback with us that will improve Pierce Transit service!

Instructions

We'd love to have buses running every single minute as well as provide on-demand rides to your door. Unfortunately, public agencies have limited funding and staff availability, which means tradeoffs are necessary. What would you choose if you only had a certain amount of money to spend on improvements? Please select your **top five improvements** by marking the box next to the improvements that are most important to you.

This survey functions best online, if you are able, please scan the below QR code to complete the survey.



Please select the top five improvements that are most important to you

Improvement	Description	✓
Restore more frequent service on highest ridership routes operating on major corridors during the morning and afternoon peak periods (rush hour)	Highest ridership routes operate more frequently than they do today during peak commute times. For example, a route that currently runs every 30 minutes would run every 15 minutes.	

Restore more frequent service on highest ridership routes operating on major corridors during the weekday midday period	Highest ridership routes operate more frequently than they do today during weekday midday times. For example, a route that currently runs every 30 minutes would run every 15 minutes.	
Restore more frequent service on other routes, currently operating every 60 minutes during the morning and afternoon peak periods (rush hour)	Routes throughout the system operate more frequently than they do today during peak commute times. For example, a route that currently runs every 60 minutes would run every 30 minutes.	
Restore more frequent service on other routes, currently operating every 60 minutes during the midday period	Routes throughout the system operate more frequently than they do today during midday times. For example, a route that currently runs every 60 minutes would run every 30 minutes.	
Return trips reduced during the COVID-19 pandemic to normal weekday service	Some routes were reduced during the COVID-19 pandemic to run a modified schedule with fewer weekday trips, these would be returned to normal operations.	
Improve timed transfers at transit centers	Improve scheduling at transit centers to make transfers easier and faster with less time waiting for the bus	
Later evening or earlier morning service	Service begins operating earlier in the morning or later in the evening	
Restore Saturday service levels	Restore Saturday service for routes that were reduced on weekends	
Invest in expanding coverage through PT Runner on-demand zones	Expand service into new areas using PT Runner on-demand service	
Align service with new Sound Transit light rail and Sounder stations	Add new services that help people get to new Sound Transit stations	
Invest in speed and reliability	New improvements that make service faster and more reliable, like traffic lights that stay green longer to let the bus get through or extra lanes so the bus can jump ahead of traffic at a light.	
Invest in infrastructure to upgrade highest ridership routes	Make infrastructure improvements, like dedicated bus lanes and faster buses, along high ridership corridors to make service faster and more reliable	

Tell us about yourself!

1. Please select your gender:

- Male
- Female
- Non-Binary
- Prefer not to answer

Other (please specify)

2. Which category best describes yourself?

- Black/African American
- Hispanic, Latino, or Spanish origin
- Asian
- American Indian/Alaskan Native
- Native Hawaiian/Pacific Islander
- White/Caucasian
- Two or more races
- Prefer not to answer

Other (please specify)

3. Please provide your age range:

- 13-18
- 19-24
- 25-34

- 35-44
- 45-54
- 55-64
- 65 or older

4. What is your current employment status?

- Employed
- Unemployed
- Student
- Retired

Other (please specify)

5. What is your annual individual income?

- Less than \$10K
- \$11-\$24K
- \$25-\$49K
- \$50K or more
- Prefer not to answer

6. What is your home zip code?

6.7 Second Survey: “Two Scenarios” Questions

PIERCE TRANSIT KEY MESSAGES & TOPICS OCTOBER 2023

Recovery Plan Community Input

- Pierce Transit has launched its Bus System Recovery Plan to strategically increase transit service.
- The Recovery Plan will help Pierce Transit better understand customers’ current needs and how to bounce back from the impacts of COVID-19.
- Even though the pandemic health emergency has been lifted, Pierce Transit has been unable to fully restore all service due to a lack of bus operators and fleet maintenance staff.
- Although pre-COVID-19 service levels cannot be restored immediately, public input will help select the improvements that matter most to the community and help us prioritize which improvements to implement first.
- The agency invites Pierce Transit riders and the community at large to voice their priorities for the future of local transit by attending an in-person or virtual open house or drop-in opportunity. Event details and Zoom links can be found at www.piercetransit.org/ServiceRecoveryPlan/.
- Upcoming Public Involvement & Outreach Events
 - Tue., Oct. 3: Open House at Asia Pacific Cultural Center (3513 Portland Avenue E, Tacoma 98404) –5 to 7 p.m.
 - Wed., Oct. 4: Drop-In Opportunity - Lakewood Transit Center – 1 to 3 p.m.
 - Thu., Oct. 5: Virtual Town Hall & Presentation – 5:30 to 6:30 p.m.
- At these events, participants will:
 - Learn about the Recovery Plan and what we heard from the community during the online survey period
 - Review two scenario options for improved transit service in Pierce County
 - Provide feedback on your preferred scenario, your top priority for what to implement first, and other details
 - Learn about the next steps of the Plan and how to stay connected
- Public input will be consolidated, and a draft plan will go to the Pierce Transit Board of Commissioners on November 13, 2023. A public hearing will also be held at that meeting.
- The final version will be voted upon at the December 11, 2023, Board of Commissioners meeting, with initial changes taking effect at Pierce Transit’s March 31, 2024, service change.

<https://www.research.net/r/PierceTransitRecovery>

This second online survey was activated or launched on Saturday, September 23, and closes Friday, October 27, 2023. Its content is provided verbatim on this page plus the following three pages.

Welcome to the Pierce Transit Bus System Recovery Plan Scenario Survey.

Earlier this summer, we asked hundreds of community members what kind of transit service they want and need. You can view those results [here](#). Using the feedback we received during this phase of community outreach, two preliminary scenarios have been developed to guide service recovery in Pierce County. Now, we want to know your thoughts on these scenarios. What changes do you support and what changes do you think should not be made? We can't do everything, but we want to know what your top priorities are for recovering service. We'll take what you tell us to our Board this fall with improvements to begin as soon as March 2024.

This survey will be open until 11:59 pm on Friday, October 27th.

We're about to share potential scenario improvements to Pierce Transit service. If you wish, you can download an existing service map and span and frequency charts for reference [here](#).

Scenario 1: Improvements Focused on Evenings and Weekends

Scenario 1 prioritizes restoring later evening service and service on weekends. This aligns with some of the preferred service improvements identified by the community this summer. Specific improvements contained in this scenario include:

- Four routes with 15-minute service frequency (Routes 1, 2, 3, and 500)
- Improved transfers at Tacoma Mall when buses are running less frequently
- Runner service replacing lower ridership routes (Routes 13, 63, 425, and a portion of 409 in Puyallup)
- More routes operating every 30 minutes
- Improved service span so that all routes operate at a minimum between:
 - 6:00 am – 10:00 pm on weekdays
 - 7:00 am – 10:00 pm on Saturdays
 - 8:00 am – 8:00 pm on Sundays

In Scenario 1, Routes 13 - N 30th St, 63 - NE Tacoma Express, 425 - Puyallup Connector, and 409 - Puyallup - S 72nd St will change travel patterns. All other routes' travel patterns will remain the same.

1. Please rank your highest priority improvements from Scenario 1 by moving the items that are most important to you to the top of the list and those that are less important to the bottom.

1. 15-minute frequency on Routes 1, 2, 3, and 500
2. Improved transfers at Tacoma Mall
3. Runner service replacing lower ridership routes
4. More routes operating every 30 minutes
5. Later evening service
6. More weekend service

2. Please share any other comments or questions you have about the proposed improvements of Scenario 1, including why you prioritized improvements in the order you chose.



If you wish, you can download a Scenario 1 service map and span and frequency charts for reference [here](#).

Scenario 2: Improvements Focused on Frequency

Scenario 2 increases the number of routes operating every 15 minutes, another top improvement identified by the community this summer. Specific improvements contained in this scenario include:

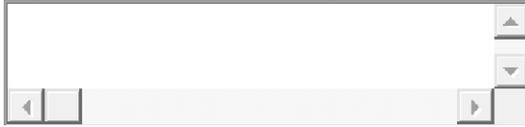
- Seven routes with 15-minute service frequency (Routes 1, 2, 3, 41, 48, 54, and 500)
- Improved transfers at Tacoma Mall when buses are running less frequently
- Runner service replacing lower ridership segment of Route 409 in Puyallup
- More routes operating every 30 minutes
- The most frequent routes would operate later seven days per week, but weekend span is unchanged for many other routes

In Scenario 2, Routes 409 - Puyallup - S 72nd St and 425 - Puyallup Connector will change travel patterns. All other routes' travel patterns will remain the same.

Question Title

Please rank your highest priority improvements by moving the items that are most important to you to the top of the list and those that are less important to the bottom.

1. 15-minute frequency on Routes 1, 2, 3, 41, 48, 54, and 500
2. Improved transfers at Tacoma Mall
3. Runner service replacing Route 409 in Puyallup
4. More routes operating every 30 minutes
5. Later evening service on core routes
4. Please share any other comments or questions you have about the proposed improvements of Scenario 2, including why you prioritized improvements in the order you chose.



If you wish, you can download a Scenario 2 service map and span and frequency charts for reference [here](#).

5. Which scenario do you prefer?

- Scenario 1 - Improvements Focused on Evenings and Weekends
- Scenario 2 - Improvements Focused on Frequency

Why did you select this scenario?

Thank you for your input so far. The next page contains optional demographic questions that will help us at Pierce Transit best understand how we are connecting with our communities. These questions are optional, but please click the "Next" button to navigate to that page and click "Done" to finalize your survey. Thank you again!

Please tell us about yourself.

6. Please indicate your age range:

- 13-18
- 19-29
- 30-39
- 40-49
- 50-64
- 65 or older
- Prefer not to say

7. Please select your gender:

- Male
- Female
- Non-Binary
- Prefer not to answer

8. Which category best describes yourself?

- Black/African American
- Hispanic, Latino, or Spanish origin
- Asian
- American Indian/Alaskan Native
- Native Hawaiian/Pacific Islander
- White
- Two or more races
- Prefer not to answer
- Other (please specify)

9. What is your current employment status?

- Employed
- Unemployed
- Student
- Retired

10. What is your annual **individual** income?

- Less than \$30,000
- Between \$30,000 and \$75,000
- Over \$75,000
- Prefer not to answer

11. Are you a current Pierce Transit employee?

- Yes
- No

12. What is your home zip code? (Enter a 5-digit zip code; for example, 98402)

13. Do you have access to a personal vehicle?

- Yes
- No

14. Where did you hear about this survey?

- Puyallup Open House
- Tacoma Open House
- Virtual Town Hall
- Social Media
- News Release
- Email List
- Pierce Transit Employee
- Other

6.8 Pierce Transit Operators' Specific Survey

PLANNING/SCHEDULING SHAKE UP FEEDBACK FORM (Please see and fill out both sides. Thank you!)

Name _____ Employee ID # _____

Block # _____ Assignment # _____

Date _____

Problem: (Place a ✓ next to the issue) _____ Paddle _____ Bus Stop

_____ Schedule _____ Headsign

Please provide as much detail as (e.g., trip, time, location, stop number, etc.) The details are essential for us to be able to help you.

Response requested Y___ N___

Time of day you drive (AM, Mid-day, PM):

Direction if only one trip is driven (half-trip) or Round Trip:

Do you work weekends?

Are you allowed too much run time, just the right amount, or not enough?

Specific Route(s):

Any concerns about the routes(s)?

Any known hotspots or bottlenecks along your route(s)?

Any comments, concerns, or suggestions about the Fixed Route System Recovery and Restoration planning scenarios we are presenting here?

Do you know about our *Runner* on-demand microtransit service and the five zones?

PIERCE TRANSIT
Board Payments Over \$50,000
Payments From: Oct 1, 2023 to Oct 31, 2023
Cash and Investment Balance: \$230,191,026.53

Payment Numbers CK 00381808 through CK 00381994
 Wire Numbers EFT 00015002 through EFT 00015259
 No Advance Travel Checks
 Total \$8,019,049.47

Payments in Excess of \$50,000 are as follows:

Operating Fund				
	Check	Vendor	Item/Service	Amount
CHK	00381862	UNIVERSAL PROTECTION SERVICE L	FIRST TRANSIT BLDG COVERAGE	150,929.44
CHK	00381901	US BANK NA	MISC BUSN EXPENSES	78,997.38
CHK	00381906	ATU LOCAL 758 CORP	EE DED PP21 2023	51,691.60
EFT	00015045	SOUND TRANSIT SMART CARD CENTR	2023-2Q-054 SYSTEM SVC	64,313.21
EFT	00015060	EMPOWER	DEF COMP CEO PP20 2023	58,708.20
EFT	00015061	ICMA RETIREMENT	DEF COMP LOAN PP20 2023	170,167.19
EFT	00015074	BRIDGESTONE AMERICA	TIRE MILES 09/23	62,514.39
EFT	00015104	PETROCARD INC	DIESEL USAGE	94,176.93
EFT	00015115	SOUND TRANSIT	FARES COLLECTED 09/23	62,467.63
EFT	00015125	UNITED ENERGY TRADING LLC	CNG 09/23	110,519.25
EFT	00015136	US BANK CORPORATE PAYMENT SYST	MISC BUSN EXPENSES	50,693.00
EFT	00015168	PETROCARD INC	DIESEL USAGE	131,360.20
EFT	00015186	AWC EMPLOYEE BENEFIT TRUST	ER BGLI 10.23	1,284,466.45
EFT	00015187	EMPOWER	DEF COMP CEO PP21 2023	57,455.86
EFT	00015188	ICMA RETIREMENT	DEF COMP LOAN PP21 2023	166,934.21
EFT	00015212	FIRST TRANSIT INC	ADA PARATRANSIT SVC 09/23	804,780.50
Payments for Fund 1 Total				3,400,175.44
Self Insurance Fund				
	Check	Vendor	Item/Service	Amount
Payments for Fund 4 Total				0.00
Capital Fund				
	Check	Vendor	Item/Service	Amount
CHK	00381886	PEASE CONSTRUCTION INC.	BRANCH CIRC TDS MOD 08/23	362,337.98
CHK	00381977	SM STEMPER ARCHITECTS PLLC	A&ESVC SPAN TC 09/23	63,958.45
EFT	00015012	CLEVER DEVICES LTD	CAD/AVL	733,234.48
EFT	00015024	HUITT-ZOLLARS INC	DESIGN SVCS MOBI B1 09/02/23	386,462.99
EFT	00015045	SOUND TRANSIT SMART CARD CENTR	ngORCA 23-040 CONS SVC Q123	1,498.31
EFT	00015136	US BANK CORPORATE PAYMENT SYST	MISC BUSN EXPENSES	11,149.75
EFT	00015179	TESLA INC	2023 VEHICLES 2855	581,947.60
EFT	00015195	ABSHER CONSTRUCTION COMPANY	B&O TAX BMP F/W 09/23	272,828.53
EFT	00015207	CONSTRUCT INC	OP STATION SPAN TC 09/23	95,500.00
EFT	00015212	FIRST TRANSIT INC	AUDIT/INSPECT GILLIG BUS 08/23	7,894.20
EFT	00015256	WSP USA INC	DESIGN BRT 08/05-08/31/23	69,095.29
Payments for Fund 9 Total				2,585,907.58
Total Payments in Excess of \$50,000.00				5,986,083.02

Nov 1, 2023 7:20:44 AM

Page 1 of 2

Pierce Transit
Payment Certification for Oct 31, 2023
Payments Oct 1, 2023 to Oct 31, 2023

Payment Numbers CK 00381808 through CK 00381994
Wire Numbers EFT 00015002 through EFT 00015259
No Advance Travel Payments

Bank ID	Check Num	Check Date	Amount	Vendor Name	Status
01	CHK	00381808	10/05/2023	5,016.53 AT&T	
01	CHK	00381809	10/05/2023	2,766.90 ATU LOCAL 758 CORP	
01	CHK	00381810	10/05/2023	143.13 BUNCE RENTALS INC	
01	CHK	00381811	10/05/2023	313.38 CHAPTER 13 TRUSTEE	
01	CHK	00381812	10/05/2023	2,524.44 CITY OF GIG HARBOR	
01	CHK	00381813	10/05/2023	1,227.39 CITY OF TACOMA	
01	CHK	00381814	10/05/2023	3,287.39 CITY OF TACOMA	
01	CHK	00381815	10/05/2023	2,622.66 CITY OF TACOMA	
01	CHK	00381816	10/05/2023	3,096.03 COLONIAL SUPPLEMENTAL LIFE	
01	CHK	00381817	10/05/2023	158.91 COMCAST HOLDINGS CORPORATION	
01	CHK	00381818	10/05/2023	250.87 COMCAST HOLDINGS CORPORATION	
01	CHK	00381819	10/05/2023	158.91 COMCAST HOLDINGS CORPORATION	
01	CHK	00381820	10/05/2023	163.87 COMCAST HOLDINGS CORPORATION	
01	CHK	00381821	10/05/2023	133.34 COMMITTEE ON POLITICAL EDUCATI	
01	CHK	00381822	10/05/2023	295.04 CONSERVE	
01	CHK	00381823	10/05/2023	10,090.62 CONVERGINT TECHNOLOGIES LLC	
01	CHK	00381824	10/05/2023	19,000.00 CUSTOM TRAINING GROUP INC	
01	CHK	00381825	10/05/2023	4,095.58 CWA INC	
01	CHK	00381826	10/05/2023	1,802.06 DM RECYCLING CO INC	
01	CHK	00381827	10/05/2023	2,242.55 FRUITLAND MUTUAL WATER COMPANY	
01	CHK	00381828	10/05/2023	398.04 GILCHRIST CHEVROLET BUICK GMC	
01	CHK	00381829	10/05/2023	6,995.43 HAROLD LEMAY ENTERPRISES	
01	CHK	00381830	10/05/2023	1,188.50 IAM & AW	
01	CHK	00381831	10/05/2023	247.73 INTERWEST METALS INC	
01	CHK	00381832	10/05/2023	2,754.75 JAMES GUERRERO ARCHITECT	
01	CHK	00381833	10/05/2023	3,538.61 TYCO FIRE & SECURITY (US) MANA	
01	CHK	00381834	10/05/2023	387.00 LEMAY MOBILE SHREDDING	
01	CHK	00381835	10/05/2023	64.65 SYNCHRONY BANK	
01	CHK	00381836	10/05/2023	293.08 MICHAEL G MALAIER	
01	CHK	00381837	10/05/2023	419.50 NH DEPT OF H&HS	
01	CHK	00381838	10/05/2023	1,744.60 NORTHWEST IAM BENEFIT TRUST	
01	CHK	00381839	10/05/2023	172.97 ODP BUSINESS SOLUTIONS LLC	
01	CHK	00381840	10/05/2023	40.29 WASHINGTON STATE SCHOOL FOR TH	
01	CHK	00381841	10/05/2023	808.95 OLYMPIC COLLECTION INC	
01	CHK	00381842	10/05/2023	838.71 AMERIDIAN INDUSTRIES LLC	
01	CHK	00381843	10/05/2023	689.34 THE PAPE GROUP INC	
01	CHK	00381844	10/05/2023	2,131.50 PIERCE COUNTY	
01	CHK	00381845	10/05/2023	5,017.50 PIERCE COUNTY	
01	CHK	00381846	10/05/2023	1,329.81 PURCELL TIRE & RUBBER COMPANY	
01	CHK	00381847	10/05/2023	11,291.36 RUSSELL INVESTMENTS	
01	CHK	00381848	10/05/2023	413.64 SCA PACIFIC INC	
01	CHK	00381849	10/05/2023	500.00 SOURCE PANEL	
01	CHK	00381850	10/05/2023	4,248.00 SYMETRA FINANCIAL	
01	CHK	00381851	10/05/2023	442.34 T-MOBILE	
01	CHK	00381852	10/05/2023	5,124.47 TACOMA MALL PARTNERSHIP	
01	CHK	00381853	10/05/2023	250.00 TEXAS CHILD SUPPORT SDU	
01	CHK	00381854	10/05/2023	27.02 LOON LENDING LLC	
01	CHK	00381855	10/05/2023	336.74 TRANSWORLD SYSTEMS INC	
01	CHK	00381856	10/05/2023	115.38 ULINE INC	
01	CHK	00381857	10/05/2023	2,358.85 UNITED SITE SERVICES OF NEVADA	
01	CHK	00381858	10/05/2023	1,173.83 UNITED WAY OF PIERCE COUNTY	
01	CHK	00381859	10/05/2023	37.50 WA ST DEPT OF SOCIAL & HEALTH	
01	CHK	00381860	10/05/2023	343.37 WURTH USA INC	
01	CHK	00381861	10/12/2023	755.29 AAA FIRE PROTECTION INC	
01	CHK	00381862	10/12/2023	150,929.44 UNIVERSAL PROTECTION SERVICE L	
01	CHK	00381863	10/12/2023	28.26 AT&T	
01	CHK	00381864	10/12/2023	124.19 BUNCE RENTALS INC	
01	CHK	00381865	10/12/2023	9,832.72 QWEST CORPORATION	
01	CHK	00381866	10/12/2023	4,371.82 CITY OF TACOMA	
01	CHK	00381867	10/12/2023	363.50 COMCAST HOLDINGS CORPORATION	
01	CHK	00381868	10/12/2023	6,732.15 CONVERGINT TECHNOLOGIES LLC	
01	CHK	00381869	10/12/2023	5,327.67 ENERGY SYSTEMS MANAGEMENT/TRS	
01	CHK	00381870	10/12/2023	24.57 FEDERAL EXPRESS CORPORATION	
01	CHK	00381871	10/12/2023	50.00 FORMFOX INC.	
01	CHK	00381872	10/12/2023	2,117.23 GENES TOWING CORP	
01	CHK	00381873	10/12/2023	639.03 GILCHRIST CHEVROLET BUICK GMC	
01	CHK	00381874	10/12/2023	79.25 HARBOR FREIGHT TOOLS USA INC	
01	CHK	00381875	10/12/2023	4,380.60 HOME DEPOT USA INC	
01	CHK	00381876	10/12/2023	1,074.96 LEVEL 3 FINANCING INC	
01	CHK	00381877	10/12/2023	5,165.07 LEVEL 3 FINANCING INC	
01	CHK	00381878	10/12/2023	1,317.18 LOOMIS ARMORED US LLC	
01	CHK	00381879	10/12/2023	110.52 MCMASTER-CARR SUPPLY	
01	CHK	00381880	10/12/2023	5,633.23 METRO GLASS CO INC	
01	CHK	00381881	10/12/2023	3,075.10 NOREGON SYSTEMS LLC	
01	CHK	00381882	10/12/2023	10,031.51 NORTHWEST TANK & ENVIRONMENTAL	
01	CHK	00381883	10/12/2023	153.26 O'REILLY AUTO ENTERPRISES LLC	

01	CHK	00381884	10/12/2023	224.00	OCCUPATIONAL HEALTH CENTERS OF
01	CHK	00381885	10/12/2023	127.18	ODP BUSINESS SOLUTIONS LLC
01	CHK	00381886	10/12/2023	362,337.98	PEASE CONSTRUCTION INC.
01	CHK	00381887	10/12/2023	2,395.00	PREMIER MEDIA GROUP
01	CHK	00381888	10/12/2023	22.42	PTBA PETTY CASH
01	CHK	00381889	10/12/2023	20,835.57	PUGET SOUND ENERGY
01	CHK	00381890	10/12/2023	536.88	PURCELL TIRE & RUBBER COMPANY
01	CHK	00381891	10/12/2023	1,153.40	QUADIENT LEASING USA INC
01	CHK	00381892	10/12/2023	157.84	REX V PEGG FABRICS INC
01	CHK	00381893	10/12/2023	616.56	SCHINDLER ELEVATOR CORPORATION
01	CHK	00381894	10/12/2023	7,835.42	OD SNIDER & SON INC
01	CHK	00381895	10/12/2023	500.00	TACOMA PIERCE COUNTY CHAMBER O
01	CHK	00381896	10/12/2023	146.08	TERMINIX INTERNATIONAL COMPANY
01	CHK	00381897	10/12/2023	138.98	TERMINIX INTERNATIONAL COMPANY
01	CHK	00381898	10/12/2023	1,414.04	TRUVIEW BSI LLC
01	CHK	00381899	10/12/2023	302.49	ULINE INC
01	CHK	00381900	10/12/2023	556.25	UNITED SITE SERVICES OF NEVADA
01	CHK	00381901	10/12/2023	78,997.38	US BANK NA
01	CHK	00381902	10/12/2023	1,285.60	WALTER E NELSON CO
01	CHK	00381903	10/12/2023	4,876.98	ACUITY SPECIALTY PRODUCTS INC
01	CHK	00381904	10/19/2023	23,411.75	AT&T
01	CHK	00381905	10/19/2023	23,521.49	AT&T
01	CHK	00381906	10/19/2023	51,691.60	ATU LOCAL 758 CORP
01	CHK	00381907	10/19/2023	180.00	BUILDERS EXCHANGE OF WASHINGTO
01	CHK	00381908	10/19/2023	313.38	CHAPTER 13 TRUSTEE
01	CHK	00381909	10/19/2023	46,707.60	CITY OF LAKEWOOD
01	CHK	00381910	10/19/2023	5,047.25	CITY OF TACOMA
01	CHK	00381911	10/19/2023	3,539.70	CITY OF TACOMA
01	CHK	00381912	10/19/2023	158.87	COMCAST HOLDINGS CORPORATION
01	CHK	00381913	10/19/2023	158.87	COMCAST HOLDINGS CORPORATION
01	CHK	00381914	10/19/2023	374.79	CONSERVE
01	CHK	00381915	10/19/2023	327.25	DAILY JOURNAL OF COMMERCE INC
01	CHK	00381916	10/19/2023	109.12	DISH NETWORK LLC
01	CHK	00381917	10/19/2023	5.09	FEDERAL EXPRESS CORPORATION
01	CHK	00381918	10/19/2023	630.21	GENES TOWING CORP
01	CHK	00381919	10/19/2023	820.18	GILCHRIST CHEVROLET BUICK GMC
01	CHK	00381920	10/19/2023	220.00	INTERNAL REVENUE SERVICE
01	CHK	00381921	10/19/2023	420.58	LAWSON PRODUCTS INC
01	CHK	00381922	10/19/2023	4,157.86	KING COUNTY REAL ESTATE SERVIC
01	CHK	00381923	10/19/2023	7,927.68	LAKEWOOD WATER DISTRICT
01	CHK	00381924	10/19/2023	10.04	LANGUAGE LINE SERVICES
01	CHK	00381925	10/19/2023	1,962.81	LEGEND DATA SYSTEMS INC
01	CHK	00381926	10/19/2023	4,535.27	LEVEL 3 FINANCING INC
01	CHK	00381927	10/19/2023	15.85	MCMASTER-CARR SUPPLY
01	CHK	00381928	10/19/2023	21,815.48	METRO GLASS CO INC
01	CHK	00381929	10/19/2023	293.08	MICHAEL G MALAIER
01	CHK	00381930	10/19/2023	34,857.97	NEWTON BUILDING & DEVELOPMENT
01	CHK	00381931	10/19/2023	419.50	NH DEPT OF H&HS
01	CHK	00381932	10/19/2023	2,824.25	NORTHWEST TANK & ENVIRONMENTAL
01	CHK	00381933	10/19/2023	73.26	O'REILLY AUTO ENTERPRISES LLC
01	CHK	00381934	10/19/2023	224.00	OCCUPATIONAL HEALTH CENTERS OF
01	CHK	00381935	10/19/2023	3,863.10	ODP BUSINESS SOLUTIONS LLC
01	CHK	00381936	10/19/2023	19.06	AMERIDIAN INDUSTRIES LLC
01	CHK	00381937	10/19/2023	422.07	PARKLAND LIGHT & WATER CO
01	CHK	00381938	10/19/2023	163.39	PENINSULA LIGHT COMPANY
01	CHK	00381939	10/19/2023	4,574.27	PERFORMANCE CONTRACTING INC
01	CHK	00381940	10/19/2023	2,094.36	PETERSON NYKAMP LAW LLC
01	CHK	00381941	10/19/2023	536.88	PURCELL TIRE & RUBBER COMPANY
01	CHK	00381942	10/19/2023	12.00	SHAWN HARRIS
01	CHK	00381943	10/19/2023	9,020.00	SPV ASSOCIATES INC
01	CHK	00381944	10/19/2023	196.56	SOUND PUBLISHING
01	CHK	00381945	10/19/2023	250.00	TEXAS CHILD SUPPORT SDU
01	CHK	00381946	10/19/2023	10,000.00	THOMPSON CONSULTING GROUP INC
01	CHK	00381947	10/19/2023	357.29	TRANSWORLD SYSTEMS INC
01	CHK	00381948	10/19/2023	91.39	ULINE INC
01	CHK	00381949	10/19/2023	219.28	UNITED SITE SERVICES OF NEVADA
01	CHK	00381950	10/19/2023	1,173.83	UNITED WAY OF PIERCE COUNTY
01	CHK	00381951	10/19/2023	37.50	WA ST DEPT OF SOCIAL & HEALTH
01	CHK	00381952	10/19/2023	1,687.06	WALTER E NELSON CO
01	CHK	00381953	10/26/2023	104.44	AT&T
01	CHK	00381954	10/26/2023	109.33	BUNCE RENTALS INC
01	CHK	00381955	10/26/2023	4,659.53	CECCANTI INC
01	CHK	00381956	10/26/2023	25,563.00	CITY OF FEDERAL WAY
01	CHK	00381957	10/26/2023	1,391.09	CITY OF TACOMA
01	CHK	00381958	10/26/2023	778.05	CITY OF TACOMA
01	CHK	00381959	10/26/2023	8,594.75	COMCAST HOLDINGS CORPORATION
01	CHK	00381960	10/26/2023	4,206.10	CONVERGINT TECHNOLOGIES LLC
01	CHK	00381961	10/26/2023	5,638.41	EWING IRRIGATION
01	CHK	00381962	10/26/2023	7,248.79	GENES TOWING CORP
01	CHK	00381963	10/26/2023	378.88	GILCHRIST CHEVROLET BUICK GMC
01	CHK	00381964	10/26/2023	275.25	GUNDIES AUTO WRECKING
01	CHK	00381965	10/26/2023	2,026.58	LAKEWOOD WATER DISTRICT
01	CHK	00381966	10/26/2023	20.16	MCMASTER-CARR SUPPLY
01	CHK	00381967	10/26/2023	4,409.73	METRO GLASS CO INC
01	CHK	00381968	10/26/2023	30,662.85	NORTHWEST PLAYGROUND EQUIPMENT
01	CHK	00381969	10/26/2023	560.49	O'REILLY AUTO ENTERPRISES LLC

01	CHK	00381970	10/26/2023	238.00	OCCUPATIONAL HEALTH CENTERS OF
01	CHK	00381971	10/26/2023	50.00	ON THE ROAD WITH PARTNERCAFE
01	CHK	00381972	10/26/2023	157.93	PUGET SOUND ENERGY
01	CHK	00381973	10/26/2023	1,885.42	PURCELL TIRE & RUBBER COMPANY
01	CHK	00381974	10/26/2023	280.00	SWC ENTERPRISES LLC
01	CHK	00381975	10/26/2023	233.53	SHERWIN-WILLIAMS
01	CHK	00381976	10/26/2023	4,072.02	STANTEC CONSULTING SERVICES IN
01	CHK	00381977	10/26/2023	63,958.45	SM STEMPEL ARCHITECTS PLLC
01	CHK	00381978	10/26/2023	75.00	TACOMA PIERCE COUNTY CHAMBER O
01	CHK	00381979	10/26/2023	3,196.80	TCF ARCHITECTURE PLLC
01	CHK	00381980	10/26/2023	4,500.00	THE LAMAR COMPANY LLC
01	CHK	00381981	10/26/2023	1,219.84	VERIZON WIRELESS
01	CHK	00381982	10/26/2023	679.25	VERIZON WIRELESS
01	CHK	00381983	10/26/2023	634.25	VERIZON WIRELESS
01	CHK	00381984	10/26/2023	1,062.67	VERIZON WIRELESS
01	CHK	00381985	10/26/2023	709.25	VERIZON WIRELESS
01	CHK	00381986	10/26/2023	559.25	VERIZON WIRELESS
01	CHK	00381987	10/26/2023	624.59	VERIZON WIRELESS
01	CHK	00381988	10/26/2023	942.65	VERIZON WIRELESS
01	CHK	00381989	10/26/2023	713.80	VERIZON WIRELESS
01	CHK	00381990	10/26/2023	342.54	VERIZON WIRELESS
01	CHK	00381991	10/26/2023	1,843.26	VERIZON WIRELESS
01	CHK	00381992	10/26/2023	559.25	VERIZON WIRELESS
01	CHK	00381993	10/26/2023	586.22	VERIZON WIRELESS
01	CHK	00381994	10/26/2023	2,106.02	WURTH USA INC
01	EFT	00015002	10/05/2023	2,070.53	A & E IMAGING
01	EFT	00015003	10/05/2023	842.22	AIRGAS INC
01	EFT	00015004	10/05/2023	3,757.41	AMAZON CAPITAL SERVICES INC
01	EFT	00015005	10/05/2023	11,024.30	ATWORK! COMMERCIAL ENTERPRISES
01	EFT	00015006	10/05/2023	53.00	AUSHA POTTS
01	EFT	00015007	10/05/2023	3,789.55	CONTINENTAL BATTERY COMPANY
01	EFT	00015008	10/05/2023	177.38	BRANDON LOO
01	EFT	00015009	10/05/2023	67.15	CALEB FOXX
01	EFT	00015010	10/05/2023	168.25	CHERRY THOMAS
01	EFT	00015011	10/05/2023	447.00	CINTAS CORPORATION NO 2
01	EFT	00015012	10/05/2023	733,234.48	CLEVER DEVICES LTD
01	EFT	00015013	10/05/2023	13,231.47	COMMONSTREET CONSULTING LLC
01	EFT	00015014	10/05/2023	12,802.73	CUMMINS INC
01	EFT	00015015	10/05/2023	250.00	CYBERSOURCE CORPORATION
01	EFT	00015016	10/05/2023	314.25	DANETTE ROGERS
01	EFT	00015017	10/05/2023	3,286.21	DIAMOND PARKING SERVICES LLC
01	EFT	00015018	10/05/2023	510.50	ENVIROISSUES
01	EFT	00015019	10/05/2023	1,075.00	FENCE SPECIALISTS INC
01	EFT	00015020	10/05/2023	41,599.70	GILLIG LLC
01	EFT	00015021	10/05/2023	6,500.00	GORDON THOMAS HONEYWELL
01	EFT	00015022	10/05/2023	4,796.09	GRAINGER
01	EFT	00015023	10/05/2023	23,690.32	GRANITE CONSTRUCTION COMPANY
01	EFT	00015024	10/05/2023	386,462.99	HUITT-ZOLLARS INC
01	EFT	00015025	10/05/2023	110.35	JAMES SULLIVAN
01	EFT	00015026	10/05/2023	19,365.65	RONALD E JENSEN & JAMES W JENS
01	EFT	00015027	10/05/2023	1,332.03	KAMAN FLUID POWER LLC
01	EFT	00015028	10/05/2023	216.17	LAKEVIEW LIGHT & POWER CO
01	EFT	00015029	10/05/2023	2,902.84	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00015030	10/05/2023	1,242.45	MALLORY SAFETY & SUPPLY LLC
01	EFT	00015031	10/05/2023	7,791.15	DB PRINTING LLC
01	EFT	00015032	10/05/2023	749.55	MOHAWK MFG & SUPPLY
01	EFT	00015033	10/05/2023	3,491.71	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00015034	10/05/2023	1,485.00	NAVIA BENEFIT SOLUTIONS
01	EFT	00015035	10/05/2023	26,463.64	NEOPART TRANSIT LLC
01	EFT	00015036	10/05/2023	6,300.00	NORTHWEST LIFT & EQUIPMENT
01	EFT	00015037	10/05/2023	6,771.15	NORTHWEST PLASTICS INC
01	EFT	00015038	10/05/2023	10,467.46	PACIFIC POWER GROUP LLC
01	EFT	00015039	10/05/2023	13,479.67	PARAMETRIX ENGINEERING
01	EFT	00015040	10/05/2023	10,380.46	PEAK INDUSTRIAL INC
01	EFT	00015041	10/05/2023	2,759.11	ROMAINE ELECTRIC CORP
01	EFT	00015042	10/05/2023	2,244.00	RISE VISION INCORPORATED
01	EFT	00015043	10/05/2023	159.85	SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00015044	10/05/2023	53.00	SHAR'REE LEWIS
01	EFT	00015045	10/05/2023	65,811.52	SOUND TRANSIT SMART CARD CENTR
01	EFT	00015046	10/05/2023	16,545.00	SOUTH SOUND 911
01	EFT	00015047	10/05/2023	624.92	SOUTH TACOMA GLASS
01	EFT	00015048	10/05/2023	416.25	STANDARD PARTS CORP
01	EFT	00015049	10/05/2023	971.97	STAPLES INC
01	EFT	00015050	10/05/2023	176.39	STEPHANIE KENNEDY
01	EFT	00015051	10/05/2023	7,985.27	UNIVERSAL AUTO GROUP 1
01	EFT	00015052	10/05/2023	444.74	TACOMA SCREW PRODUCTS INC
01	EFT	00015053	10/05/2023	9,394.45	THE AFTERMARKET PARTS CO LLC
01	EFT	00015054	10/05/2023	960.84	TITUS-WILL FORD SALES INC
01	EFT	00015055	10/05/2023	26,570.85	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00015056	10/05/2023	53.00	WILSON CORPUZ
01	EFT	00015057	10/05/2023	38,169.93	ASSOCIATED PETROLEUM
01	EFT	00015058	10/05/2023	82.58	ZONAR SYSTEMS INC
01	EFT	00015059	10/06/2023	7,907.00	FTA
01	EFT	00015060	10/06/2023	58,708.20	EMPOWER
01	EFT	00015061	10/06/2023	170,167.19	ICMA RETIREMENT
01	EFT	00015062	10/06/2023	14,963.77	NAVIA BENEFIT SOLUTIONS

01	EFT	00015063	10/06/2023	14,076.73	TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00015064	10/06/2023	5,593.40	WA ST CHILD SUPPORT REGISTRY
01	EFT	00015065	10/12/2023	6,003.25	22ND CENTURY TECHNOLOGIES INC
01	EFT	00015066	10/12/2023	251.19	AIRGAS INC
01	EFT	00015067	10/12/2023	8,675.10	ALL STARZ STAFFING AND CONSULT
01	EFT	00015068	10/12/2023	3,932.28	AMAZON CAPITAL SERVICES INC
01	EFT	00015069	10/12/2023	280.08	APPLIED INDUSTRIAL TECHNOLOGIE
01	EFT	00015070	10/12/2023	35.50	AUSHA POTTS
01	EFT	00015071	10/12/2023	2,874.32	CONTINENTAL BATTERY COMPANY
01	EFT	00015072	10/12/2023	76.32	CONTINENTAL BATTERY COMPANY
01	EFT	00015073	10/12/2023	2,084.44	BRAUN CORPORATION
01	EFT	00015074	10/12/2023	62,514.39	BRIDGESTONE AMERICA
01	EFT	00015075	10/12/2023	242.22	CHARGEPOINT INC
01	EFT	00015076	10/12/2023	338.21	CHEVRON PRODUCTS CO
01	EFT	00015077	10/12/2023	4,984.71	CINTAS CORPORATION NO 2
01	EFT	00015078	10/12/2023	2,804.10	COGENT COMMUNICATIONS INC
01	EFT	00015079	10/12/2023	279.02	COMMERCIAL BRAKE & CLUTCH
01	EFT	00015080	10/12/2023	36,703.78	CUMMINS INC
01	EFT	00015081	10/12/2023	1,286.57	DOCUMO INC
01	EFT	00015082	10/12/2023	313.67	TRUCKPRO HOLDING CORPORTATION
01	EFT	00015083	10/12/2023	6,448.75	DRUG FREE BUSINESS
01	EFT	00015084	10/12/2023	396.36	ENVIRONMENTAL SYSTEMS RESEARCH
01	EFT	00015085	10/12/2023	2,242.60	FENCE SPECIALISTS INC
01	EFT	00015086	10/12/2023	9,251.40	FIRST TRANSIT INC
01	EFT	00015087	10/12/2023	478.43	FLAGS-A-FLYING
01	EFT	00015088	10/12/2023	26,610.49	GALLS LLC
01	EFT	00015089	10/12/2023	29,362.19	GILLIG LLC
01	EFT	00015090	10/12/2023	1,525.79	GRAINGER
01	EFT	00015091	10/12/2023	2,718.82	HUITT-ZOLLARS INC
01	EFT	00015092	10/12/2023	24,202.35	IPKEYS POWER PARTNERS INC
01	EFT	00015093	10/12/2023	3,069.00	IAJ ENTERPRISES LLC
01	EFT	00015094	10/12/2023	1,844.70	TYCO FIRE & SECURITY (US) MANA
01	EFT	00015095	10/12/2023	1,187.59	LARSCO INC
01	EFT	00015096	10/12/2023	700.83	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00015097	10/12/2023	3,825.99	MALLORY SAFETY & SUPPLY LLC
01	EFT	00015098	10/12/2023	30,887.56	MEDSTAR CABULANCE INC
01	EFT	00015099	10/12/2023	989.94	MOHAWK MFG & SUPPLY
01	EFT	00015100	10/12/2023	1,515.94	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00015101	10/12/2023	3,551.60	PACIFIC POWER GROUP LLC
01	EFT	00015102	10/12/2023	20.92	PACIFIC WELDING SUPPLY INC
01	EFT	00015103	10/12/2023	8,219.50	PACIFICA LAW GROUP LLP
01	EFT	00015104	10/12/2023	94,176.93	PETROCARD INC
01	EFT	00015105	10/12/2023	37.48	REXEL USA INC
01	EFT	00015106	10/12/2023	66.59	PRAVEEN SATTARU
01	EFT	00015107	10/12/2023	700.35	PROTERRA OPERATING COMPANY INC
01	EFT	00015108	10/12/2023	3,113.90	QUADIANT FINANCE USA INC
01	EFT	00015109	10/12/2023	2,021.94	QUALITY PRESS
01	EFT	00015110	10/12/2023	309.37	SHUMAN LLC
01	EFT	00015111	10/12/2023	324.78	SAMBA HOLDINGS INC
01	EFT	00015112	10/12/2023	884.70	SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00015113	10/12/2023	35.50	SHAR'REE LEWIS
01	EFT	00015114	10/12/2023	12.00	SHAWN HARRIS
01	EFT	00015115	10/12/2023	62,467.63	SOUND TRANSIT
01	EFT	00015116	10/12/2023	19,058.05	SOUND TRANSIT SMART CARD CENTR
01	EFT	00015117	10/12/2023	1,776.05	SOUND UNIFORM SOLUTIONS INC
01	EFT	00015118	10/12/2023	1,519.96	STANDARD PARTS CORP
01	EFT	00015119	10/12/2023	1,929.78	STAPLES INC
01	EFT	00015120	10/12/2023	3,190.71	UNIVERSAL AUTO GROUP 1
01	EFT	00015121	10/12/2023	697.46	TACOMA SCREW PRODUCTS INC
01	EFT	00015122	10/12/2023	36.97	TAMMY APTHORP
01	EFT	00015123	10/12/2023	19,765.63	THE AFTERMARKET PARTS CO LLC
01	EFT	00015124	10/12/2023	4,376.84	TITUS-WILL FORD SALES INC
01	EFT	00015125	10/12/2023	110,519.25	UNITED ENERGY TRADING LLC
01	EFT	00015126	10/12/2023	8,786.54	VANNER INC
01	EFT	00015127	10/12/2023	1,920.00	WA ST AUDITOR'S OFFICE
01	EFT	00015128	10/12/2023	60.00	WARD RODGERS
01	EFT	00015129	10/12/2023	16,836.37	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00015130	10/12/2023	20.26	WOFSCO INC
01	EFT	00015131	10/12/2023	35.50	WILSON CORPUZ
01	EFT	00015132	10/12/2023	42,009.47	ASSOCIATED PETROLEUM
01	EFT	00015133	10/12/2023	75.00	WASHINGTON STATE TRANSIT ASSOC
01	EFT	00015134	10/12/2023	1,574.30	ZAYO GROUP HOLDINGS INC
01	EFT	00015135	10/12/2023	8,655.84	ZONAR SYSTEMS INC
01	EFT	00015136	10/13/2023	61,842.75	US BANK CORPORATE PAYMENT SYST
01	EFT	00015137	10/13/2023	3,256.35	WA ST (STORAGE TANKS)
01	EFT	00015138	10/19/2023	24,510.00	AMERICAN CUSTODIAN INC
01	EFT	00015139	10/19/2023	3,029.40	ALL STARZ STAFFING AND CONSULT
01	EFT	00015140	10/19/2023	977.47	ALPINE PRODUCTS INC
01	EFT	00015141	10/19/2023	1,782.28	AMAZON CAPITAL SERVICES INC
01	EFT	00015142	10/19/2023	313.79	CONTINENTAL BATTERY COMPANY
01	EFT	00015143	10/19/2023	7,647.76	CINTAS CORPORATION NO 2
01	EFT	00015144	10/19/2023	93.71	CLARA THOMAS
01	EFT	00015145	10/19/2023	347.03	COMMERCIAL BRAKE & CLUTCH
01	EFT	00015146	10/19/2023	19,196.69	CUMMINS INC
01	EFT	00015147	10/19/2023	661.08	DARIN L STAVISH
01	EFT	00015148	10/19/2023	354.37	DOCC HOWARD

VOIDED

VOIDED

01	EFT	00015149	10/19/2023	2,325.00	EASTER SEALS WASHINGTON
01	EFT	00015150	10/19/2023	4,078.90	FINISHMASTER INC
01	EFT	00015151	10/19/2023	48,301.40	GILLIG LLC
01	EFT	00015152	10/19/2023	1,522.01	GRAINGER
01	EFT	00015153	10/19/2023	4,167.81	INTERCLEAN EQUIPMENT LLC
01	EFT	00015154	10/19/2023	554.84	K & L GATES
01	EFT	00015155	10/19/2023	957.05	KAMAN FLUID POWER LLC
01	EFT	00015156	10/19/2023	211.17	KENDRA BROKMAN
01	EFT	00015157	10/19/2023	43,136.70	LAKEVIEW LIGHT & POWER CO
01	EFT	00015158	10/19/2023	1,794.42	LARSCO INC
01	EFT	00015159	10/19/2023	225.71	LARSEN SIGN COMPANY
01	EFT	00015160	10/19/2023	1,156.05	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00015161	10/19/2023	9,525.35	MALLORY SAFETY & SUPPLY LLC
01	EFT	00015162	10/19/2023	448.61	MARK ELDRIDGE
01	EFT	00015163	10/19/2023	121.58	MOOD MEDIA NORTH AMERICA HOLDI
01	EFT	00015164	10/19/2023	677.95	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00015165	10/19/2023	17,715.13	NELSON NYGAARD CONSULTING ASSO
01	EFT	00015166	10/19/2023	100.68	OUTFITTER SATELLITE INC
01	EFT	00015167	10/19/2023	5,776.90	PACIFIC POWER GROUP LLC
01	EFT	00015168	10/19/2023	131,360.20	PETROCARD INC
01	EFT	00015169	10/19/2023	68.57	PRAVEEN SATTARU
01	EFT	00015170	10/19/2023	1,905.00	PROBILITY EXAMINATION SERVICES
01	EFT	00015171	10/19/2023	2,346.06	ROMAINE ELECTRIC CORP
01	EFT	00015172	10/19/2023	362.18	SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00015173	10/19/2023	15,946.43	SOUND TRANSIT SMART CARD CENTR
01	EFT	00015174	10/19/2023	548.39	STANDARD PARTS CORP
01	EFT	00015175	10/19/2023	2,388.77	STAPLES INC
01	EFT	00015176	10/19/2023	39,006.61	STRATAGEN SYSTEMS INC.
01	EFT	00015177	10/19/2023	5,458.15	TACOMA COMMUNITY COLLEGE
01	EFT	00015178	10/19/2023	3.46	TACOMA SCREW PRODUCTS INC
01	EFT	00015179	10/19/2023	581,947.60	TESLA INC
01	EFT	00015180	10/19/2023	14,554.68	THE AFTERMARKET PARTS CO LLC
01	EFT	00015181	10/19/2023	38.47	TINA GIVENS
01	EFT	00015182	10/19/2023	1,517.48	WA ST DEPT OF REVENUE
01	EFT	00015183	10/19/2023	2,314.64	WAXIE SANITARY SUPPLY
01	EFT	00015184	10/19/2023	27,045.49	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00015185	10/19/2023	11,173.48	ASSOCIATED PETROLEUM
01	EFT	00015186	10/20/2023	1,284,466.45	AWC EMPLOYEE BENEFIT TRUST
01	EFT	00015187	10/20/2023	57,455.86	EMPOWER
01	EFT	00015188	10/20/2023	166,934.21	ICMA RETIREMENT
01	EFT	00015189	10/20/2023	15,039.93	NAVIA BENEFIT SOLUTIONS
01	EFT	00015190	10/20/2023	14,095.44	TACOMA EMPLOYEES RETIREMENT SY
01	EFT	00015191	10/20/2023	5,672.40	WA ST CHILD SUPPORT REGISTRY
01	EFT	00015192	10/23/2023	4,292.06	WA ST DEPT OF REVENUE
01	EFT	00015193	10/23/2023	1,484.81	WA ST DEPT OF REVENUE
01	EFT	00015194	10/26/2023	423.21	A & E IMAGING
01	EFT	00015195	10/26/2023	272,828.53	ABSHER CONSTRUCTION COMPANY
01	EFT	00015196	10/26/2023	977.47	ALPINE PRODUCTS INC
01	EFT	00015197	10/26/2023	2,356.35	AMAZON CAPITAL SERVICES INC
01	EFT	00015198	10/26/2023	135.34	AUSHA POTTS
01	EFT	00015199	10/26/2023	2,423.06	CONTINENTAL BATTERY COMPANY
01	EFT	00015200	10/26/2023	337.71	BRAUN CORPORATION
01	EFT	00015201	10/26/2023	1,855.64	PRECARE INC
01	EFT	00015202	10/26/2023	343.35	CHEVRON PRODUCTS CO
01	EFT	00015203	10/26/2023	140.00	CHRISTINE BARRY
01	EFT	00015204	10/26/2023	919.41	CHRISTOPHER SCHULER
01	EFT	00015205	10/26/2023	13,840.10	CINTAS CORPORATION NO 2
01	EFT	00015206	10/26/2023	13.10	COMMERCIAL BRAKE & CLUTCH
01	EFT	00015207	10/26/2023	95,500.00	CONSTRUCT INC
01	EFT	00015208	10/26/2023	43,801.91	CUMMINS INC
01	EFT	00015209	10/26/2023	3,154.17	DELL MARKETING LP
01	EFT	00015210	10/26/2023	1,068.92	TRUCKPRO HOLDING CORPORATION
01	EFT	00015211	10/26/2023	325.81	ERIC GALLAGHER
01	EFT	00015212	10/26/2023	812,674.70	FIRST TRANSIT INC
01	EFT	00015213	10/26/2023	1,403.66	FIVE9 INC
01	EFT	00015214	10/26/2023	26,933.22	GILLIG LLC
01	EFT	00015215	10/26/2023	544.01	GRAINGER
01	EFT	00015216	10/26/2023	1,678.84	GREAT FLOORS COMMERCIAL SALES
01	EFT	00015217	10/26/2023	200.00	JARED PIEPHOFF
01	EFT	00015218	10/26/2023	19,365.65	RONALD E JENSEN & JAMES W JENS
01	EFT	00015219	10/26/2023	86.47	JOSEPH PADGETT
01	EFT	00015220	10/26/2023	2,110.69	KAMAN FLUID POWER LLC
01	EFT	00015221	10/26/2023	428.14	KRISTA M SHEEHY
01	EFT	00015222	10/26/2023	706.84	LARSEN SIGN COMPANY
01	EFT	00015223	10/26/2023	838.16	LUMINATOR TECHNOLOGY GROUP GLO
01	EFT	00015224	10/26/2023	30,338.67	MEDSTAR CABULANCE INC
01	EFT	00015225	10/26/2023	2,327.61	DB PRINTING LLC
01	EFT	00015226	10/26/2023	370.92	MOHAWK MFG & SUPPLY
01	EFT	00015227	10/26/2023	859.93	MUNCIE RECLAMATION & SUPPLY CO
01	EFT	00015228	10/26/2023	1,460.21	PACIFIC POWER GROUP LLC
01	EFT	00015229	10/26/2023	13,101.64	PARAMETRIX ENGINEERING
01	EFT	00015230	10/26/2023	651.35	PEAK INDUSTRIAL INC
01	EFT	00015231	10/26/2023	44,737.32	PETROCARD INC
01	EFT	00015232	10/26/2023	628.71	VIVASOURCE INC
01	EFT	00015233	10/26/2023	1,384.50	ROMAINE ELECTRIC CORP

01	EFT	00015234	10/26/2023	283.15	REBECCA JAPHET
01	EFT	00015235	10/26/2023	293.50	RYAN WHEATON
01	EFT	00015236	10/26/2023	803.73	SCHETKY NORTHWEST SALES INC
01	EFT	00015237	10/26/2023	643.14	SEATTLE AUTOMOTIVE DISTRIBUTIN
01	EFT	00015238	10/26/2023	4,398.50	SMARTDRAW SOFTWARE LLC
01	EFT	00015239	10/26/2023	447.40	SOUTH TACOMA GLASS
01	EFT	00015240	10/26/2023	1,447.78	STANDARD PARTS CORP
01	EFT	00015241	10/26/2023	1,078.59	STAPLES INC
01	EFT	00015242	10/26/2023	11,685.56	SUMMIT LAW GROUP PLLC
01	EFT	00015243	10/26/2023	156.03	UNIVERSAL AUTO GROUP 1
01	EFT	00015244	10/26/2023	3,245.86	TACOMA SCREW PRODUCTS INC
01	EFT	00015245	10/26/2023	458.73	TARA SCHAAK
01	EFT	00015246	10/26/2023	4,420.45	TENNANT SALES AND SERVICE COMP
01	EFT	00015247	10/26/2023	17,105.75	THE AFTERMARKET PARTS CO LLC
01	EFT	00015248	10/26/2023	13.15	TITUS-WILL IMPORT SALES INC
01	EFT	00015249	10/26/2023	5,722.66	VANNER INC
01	EFT	00015250	10/26/2023	7,574.00	WA ST TRANSIT INSURANCE POOL
01	EFT	00015251	10/26/2023	12,948.21	DOBBS HEAVY DUTY HOLDINGS LLC
01	EFT	00015252	10/26/2023	788.28	WILLIAM DICKEN
01	EFT	00015253	10/26/2023	1,286.78	WOFSCO INC
01	EFT	00015254	10/26/2023	37,789.72	ASSOCIATED PETROLEUM
01	EFT	00015255	10/26/2023	504.52	WORLDPAC INC
01	EFT	00015256	10/26/2023	69,095.29	WSP USA INC
01	EFT	00015257	10/26/2023	235.00	XPO LOGISTICS FREIGHT INC
01	EFT	00015258	10/26/2023	304.20	ZAYO GROUP HOLDINGS INC
01	EFT	00015259	10/26/2023	322.69	ZONAR SYSTEMS INC
Total Payments				<u>\$8,019,049.47</u>	

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
SPECIAL STUDY SESSION/BOARD RETREAT MEETING MINUTES**

September 21, 2023

CALL TO ORDER

Chair Walker called the special study session/Board Retreat meeting to order at 1:04 p.m.

ROLL CALL

Commissioners present:

Marty Campbell, Pierce County Councilmember
Daryl Eidinger, Mayor of the City of Edgewood (*representing Puyallup and Edgewood*)
John Hines, City of Tacoma Councilmember
Ryan Mello, Pierce County Councilmember
Kristina Walker, Chair of the Board, Deputy Mayor of City of Tacoma
Jason Whalen, City of Lakewood Mayor

Commissioners excused:

Olgy Diaz, City of Tacoma Councilmember
John Hoheusle, representing ATU and IAM unions
Shannon Reynolds, City of Fircrest Councilmember (*representing University Place and Fircrest*)
Kim Roscoe, Vice Chair of the Board, Mayor of Fife (*representing Fife/Milton/Pacific/Auburn/Gig Harbor/ Ruston/Steilacoom*)

Staff present:

Mike Griffus, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Brian Matthews, Sr. Project Manager
Tim Payne, Consultant from Nelson Nygaard
Kevin Desmond, Consultant from Sam Swartz

OPENING REMARKS AND HOUSEKEEPING

Chair Walker welcomed attendees and gave an overview of the business that will be covered today, noting that most of the meeting will be spent on developing the framework for the agency's six-year strategic plan.

UPDATE ON MAINTENANCE AND OPERATIONS BASE IMPROVEMENT (MOBI) PROJECT

Sr. Construction Project Manager Brian Matthews reviewed the main objectives for initiating the MOBI project. He noted that with the recent pause in the BRT project it is a good time for the agency to re-evaluate the base facilities to fit the agency's needs but without tying up significant capital funds.

Mr. Matthews reviewed the site plan for the MOBI project, reviewing the projects that have been completed and orienting the commissioners with the work/improvements that has been completed. He reviewed the costs of the improvements that have been completed (*Commissioner Hines arrived at 1:13 p.m.*).

Mr. Matthews reviewed the improvements that have been suspended due to the pause in the BRT project. He noted that there continues to be space challenges on the lot.

Executive Director of Maintenance Adam Davis wrapped up the presentation reminding the Board that the maintenance building is 38 years old and many of the components and systems have exceeded their useful life. It was designed in the 80s to support the foreseeable fleet type and a bus count of approximately 150. It does not accommodate the maintenance needs of our current bus fleet of 293, or the required parking footprint. The current design does not support high capacity ARTIC or double decker buses. This would require a secondary structure on base or satellite location.

Mr. Davis advised that pausing on proceeding with any changes/improvements on the maintenance building gives staff the opportunity to review and determine the best course of action on how to move forward with the project. Staff will report back findings and provide recommendations.

Commissioner Whalen inquired how the re-evaluation of the MOBI project will impact BRT 2 and 3.

CEO Griffus advised that considering other sites may fit the agency's needs, noting that other agencies may be interested in partnering with Pierce Transit on a new site. He also noted that the grant funding is more likely to be awarded for a new building than for retrofitting an old building.

REVIEW AND DISCUSS THE FRAMEWORK FOR THE AGENCY'S SIX YEAR STRATEGIC PLAN

CEO Griffus provided an overview of the development of the proposed framework for the six-year strategic plan. He advised that the draft plan will be reviewed today, and Board input is needed, with the goal to adopt the strategic plan in November.

Consultant Tim Payne provided an overview of how the meeting would proceed today and gave an overview of the purpose of the interactive tool – Menti.

Consultant Kevin Desmond gave an overview of the interview process that they engaged with various Board Members and the chair of CTAG. He reviewed the outcomes from these interviews, detailing the items that the agency does well, key community trends, and the barriers that exist that inhibit the agency's progress.

Consultant Payne gave an overview of the 30 ft view of the agency and reviewed the 2022 rider survey, noting that citizens want the nuts and bolts of service, i.e., more routes, and 15-minute frequency. He noted that the purpose of the strategic plan is to flush out what the agency should focus on.

The Board engaged in a series of questions to flush out how the commissioners view the current state of Pierce Transit and reviewed the proposed goals of the strategic plan.

Break – from 2:09 p.m. to 2:20 p.m. the Board was in recess.

Reconvene – At 2:20 p.m., the meeting was reconvened.

The Board reviewed and discussed the proposed strategic goals as well as the vision and mission statement. After review and discussion, the Board was supportive of the following goals:

- 15-minute service
- Expanded service
- Expand and diversify funding
- Intentional integration in key density
- Expand PTBA boundaries
- Goals should not be set from current funding
- The Strategic Goals needs to be measured and have an accountability dashboard that comes before the Board and CTAG on a regular basis
- Strategic Plan should be simple plan

Commissioner Mello noted that he would like to review the supporting metrics before adoption. He requested that when the plan is released he would like information about how the metrics will be distributed and communicated to the Board on a regular basis. He noted that he is happy to see the agency focusing on core service – frequency and span of service and not be distracted by providing services that distract from the core service.

Chair Walker echoed the importance of the Board receiving an accountability dashboard on a regular basis.

CEO Griffus expressed that today was very productive and a lot of information was received to help finalize the strategic plan. He also advised that the agency would create strategies and metrics to accomplish the plan.

ADJOURNMENT

Commissioners Campbell and Hines **moved** and seconded to adjourn the meeting at 4:31 p.m.

Motion **carried**, 6-0.

Deanne Jacobson
Clerk of the Board

Kristina Walker, Chair
Board of Commissioners

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING MINUTES**

October 9, 2023

CALL TO ORDER

Chair Walker called the regular board meeting to order at 4:02 p.m.

ROLL CALL

Commissioners present:

Marty Campbell, Pierce County Councilmember
Olgy Diaz, City of Tacoma Councilmember
Daryl Eidinger, Mayor of the City of Edgewood (*representing Edgewood and Puyallup*)
John Hines, City of Tacoma Councilmember
John Hoheusle, President of ATU 758, Represents IAM and ATU
Ryan Mello, Pierce County Councilmember
Shannon Reynolds, City of Fircrest Councilmember (*representing Fircrest and University Place*)
Kim Roscoe, Vice Chair of Board, Mayor of Fife (*representing Fife/Milton/Pacific/Auburn/Gig Harbor Ruston/Steilacoom*)
Kristina Walker, Chair of the Board, Deputy Mayor of City of Tacoma
Jason Whalen, City of Lakewood Mayor

Staff present:

Mike Griffus, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Brittany Carbullido, Deputy Clerk of the Board
Abraham Weill, Counsel from KL Gates

LAND ACKNOWLEDGMENT AND FLAG SALUTE

Chair Walker led attendees in the land acknowledgment, followed by the flag salute.

OPENING REMARKS AND HOUSEKEEPING ITEMS

Chair Walker welcomed board members, staff, and citizens to the meeting and wished them a happy Indigenous People's Day. She provided attendees with instructions for meeting participation.

PRESENTATIONS

1. Honoring Simone Tate for Operator of the Month for September 2023

Assistant Transportation Manager Ron Mackenzie honored Operator Simone Tate for being selected Operator of the Month for September 2023. He detailed her accomplishments and highlighted that she is a 2x Million Miler inductee, has

provided the agency with 36 years of accident-free driving, and assists with numerous trainings.

Ms. Tate expressed her thanks and gratitude for receiving the award and noted that it was an honor to receive the award on Indigenous People's Day.

On behalf of the Board, Chair Walker thanked Ms. Tate for the work she does for the community.

2. Review of 2023 Legislative Accomplishments and Review of the 2024 State and Federal Priorities

Government Relations Administrator Alexandra Mather kicked off the presentation and gave an overview of the presentation format.

Hanna Jones, Government Affairs Consultant with Gordon Thomas Honeywell, reviewed the 2023 State legislative session accomplishments and reported that \$21 million was secured for public transportation in Pierce County. She also reported that they were able to protect the funding schedule for High Capacity Transit services.

Ms. Jones provided an overview of the upcoming state legislative session, including the policy themes for 2024.

Jen Covino, President of Simon and Company, gave an overview of the upcoming federal legislative session and gave an overview of the current state of politics in Washington DC.

Government Relations Administrator Alex Mather provided an in-depth overview of the agency's proposed state and federal priorities for the 2024 session (*Commissioner Reynolds joined at the meeting at 4:33 p.m.*). She advised that the agency is exploring funding opportunities for a new base, as there are more grant resources available for new structures than there is for refurbishing old structures. She advised that the agency does not plan to actively seek any funding for new base until 2025.

No commissioners raised any objections or concerns about the proposed 2024 state and federal priorities. Chair Walker expressed that she thinks the priorities are headed in the right direction.

Ms. Mather noted that the legislative priorities will be scheduled for the November 13 Board Meeting for adoption.

SPECIAL BUSINESS

1. Honoring Vice Chair Roscoe for her Service on the Pierce Transit Board

On behalf of the Board, Chair Walker expressed her thanks and appreciation to Vice Chair Roscoe for her service on the Pierce Transit Board, noting that she has served on the Board since November 2020, and has served on the Service Delivery and Capital Committee during her entire tenure.

Vice Chair Roscoe was presented with a plaque in honor of her service.

Vice Chair Roscoe expressed her gratitude for serving on the Pierce Transit Board, noting that it has been educational and an honor to serve. She reported that she will continue to serve on the Sound Transit Board and work to bring those regional connections to Pierce County.

She advised that the cities and towns that she has represented the last three years has nominated Doug Fagundes to the Pierce Transit Board.

PUBLIC COMMENT

Chair Walker provided participation instructions to the public and opened public comment.

Clerk Jacobson reported that no written comments were submitted.

Bob Warfield, Lakewood resident, provided comments relating to the Route 206 and possible restrictions relating to ID restrictions due to JBLM.

No other comments were provided, and public comment was closed.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion. Item(s) may be moved to the Action Agenda at the request of a commissioner.)

Commissioners Roscoe and Mello **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 9-0.

1. Approval of Vouchers, September 1-30, 2023
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 381599 through 381807
Wire Nos. 14731 through 15001
No Advance Travel Checks
Total \$14,151,666.22
2. Approval of Minutes: September 11, 2023, Special Board Meeting and Regular Board Meeting.
3. Q3 2023 Sole Source and Contracts Over \$100,000 Report.

4. FS 2023-042, Housekeeping – Authorized the Chief Executive Officer to add the Enhanced Bus SR 7 project to the 2023 Capital Budget.
5. FS 2023-043, Authorized the Chief Executive Officer to increase the 2023 Capital Budget by \$78,000 for the purchase of one support vehicle for the Hardship Assistance Response Team (HART) Program.
6. FS 2023-044, Authorized the Chief Executive Officer (CEO) to extend the enhanced Recruitment Referral Incentive amount and New Hire Incentive Bonus for Bus Operators and Journey Level Mechanics through December 31, 2024, with the ability to end the program sooner at the CEO’s discretion.

ACTION AGENDA

1. **FS 2023-041, Authorize the Chief Executive Officer to Execute a Multi-Year Contract with Via Transportation, Inc., (Contract No. 1750) to Provide On-Demand Microtransit Services in Puyallup, Spanaway, Tideflats, and Ruston Areas for a Total Contract Spending Authority of \$3,900,000**

Senior Planner Erik Jaszewski presented on the item and provided a refresher on what Runner service is and provided an overview of the Runner zones.

Mr. Jaszewski reviewed the competitive procurement process and reviewed Via’s experience with providing microtransit services throughout the country and reviewed the grant funding that was awarded to support this service.

Mr. Jaszewski advised that Pierce Transit is aiming to begin service in Puyallup as soon as November, with the goal to transition the service provided by the current provider in January 2024.

Highlights of the service included:

- Service provided seven days a week from 7:00 a.m. – 10:00 p.m.
- Less than 15 minutes wait time
- Service provided by minivans and cutaway vehicles
- Same fares and payment methods as bus (excludes cash). Cash payment is available on JBLM service.
- Current Runner users will need to switch to a new app
- New app will interface with fixed route service so passengers can plan a multi-modal trip
- Runner can accept ORCA payments by visual verification
- All Runner Zones can move people from point to point, except for the JBLM Runner service

Mr. Jaszewski responded to various questions about how the Runner service will operate and be utilized by individuals who call for service outside of the Runner zones.

Commissioners Roscoe and Whalen **moved** and seconded to authorize the Chief Executive Officer to execute a multi-year contract with Via Transportation, Inc., (Contract No. 1750) to provide on-demand microtransit services in Puyallup, Spanaway, Tideflats, and Ruston areas for a total contract spending authority of \$3,900,000.

Motion **carried**, 9-0.

2. FS 2023-045, Authorize the Chief Executive Officer to Execute Contract No. 1703 with Talakai Construction for the Disposal of Old Bus Stop Shelters, and the Procurement and Installation of New Bus Stop Shelters in a Not to Exceed Amount of \$938,791.

Sr. Project Manager Monica Adams presented on the item and provided an overview of the current state of the bus shelters throughout the Pierce Transit system, noting that there are over 500 shelters and most of them are not in good condition.

She reviewed the proposed shelter style and noted that Intercity Transit currently uses this style, as it contains smaller panes of glass. This is expected to reduce the cost of replacing glass and should be less labor intensive for maintenance personnel to replace.

Ms. Adams also advised that the Agency would like to use perforated metal in locations where safety is a factor. She provided a cost comparison of the small pane glass versus the larger pane design and advised that additional funding will be needed to replace additional shelters. The proposed contract would allow up to 49 basic shelters and the agency can try to achieve this number by selecting shelters that are in the worst condition and not require traffic control to remove/install.

Commissioner Mello expressed his appreciation to staff and CTAG members for visiting this item again and coming up with a solution that is more aesthetically pleasing and within budget. He encouraged the agency to roll out the new shelters using the equity index.

CEO Griffus reported that there is approximately \$2.3 million earmarked for bus shelters and noted that the agency can deploy the new shelters using the equity index and he recommended that the Board proceed with the contract.

Commissioners Roscoe and Mello **moved** and seconded to authorize the Chief Executive Officer to Execute Contract No. 1703 with Talakai Construction for the disposal of old bus stop shelters, and the procurement and installation of new bus stop shelters in a not to exceed amount of \$938,791.

Motion **carried**, 9-0.

STAFF UPDATES

1. CEO'S Report

CEO Griffus reported on the following items:

- Reported that ridership is up over 20 percent over last year and it's encouraging to see ridership bouncing back.
- Pierce Transit received a clean audit of its 2022 Financials from the Washington State Auditor's Office.
- The agency is in the process of conducting its Bus System Recovery Project and is asking feedback from customers and stakeholders on how it should reallocate resources and strategically increase transit service where it is needed most.
- Pierce Transit will soon be launching telematics on our Rideshare fleet, and spoke about the benefits of this new technology, He reported that the telematics project was partially funded with a grant from the Washington State Transit Insurance Pool.
- Pierce Transit is now using Renewable Diesel (R99) instead of traditional petroleum diesel fuel. This includes any Sound Transit vehicles fueled at our site. This accounts for a 30 percent reduction in carbon.
- Reported on his experience in participating in the Week Without Driving Campaign from October 2-8, noting that it really makes you aware of the challenges that exist for those who have mobility issues. *(Commissioner Reynolds left the meeting at 5:37 p.m.) (Commissioner Whalen left the meeting at 5:47 p.m.)*
- Reported on an upcoming meeting with WA State Maritime officials and other stakeholders about fast ferry from Tacoma to Seattle and will keep the Board updated.

2. Update on the 2024 Budget

Chief Financial Officer Chris Schuler provided an overview of the key elements of the proposed 2024 Budget and advised that staff is working to finalize the final details of the budget and budget schedule.

Mr. Schuler reported that the agency is forecasting conservatively for sales tax collections. The proposed budget includes a five percent increase for medical benefits. The agency is expecting an increase in ridership and growth in Runner service.

Mr. Schuler advised that the agency is expecting an increase in expenditures compared to 2023 and is expecting to fill some longstanding vacancies. Fifteen (15) new positions are being requested in the 2024 Budget with a focus on the service. He reported that some of the positions are covered by grant funding.

He responded to questions and clarified that the proposed budget allows for operator recovery.

CEO Griffus reported that the current operator training class is staffed at 31, and the agency is seeing an increase in applicants.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

Chair Walker reported on the following:

- Reminded the commissioners that the next Service Delivery and Capital Committee meeting is scheduled for October 19 at 3:00 p.m.
- A Study Session meeting to review the proposed 2024 Budget has been scheduled for 3:00 p.m. on November 13. The Regular Board meeting will follow at 4:00 p.m.
- Thanked the organizers of the Week Without Driving Campaign and reported that participating in the campaign for just a couple days gives individuals a good idea what it is like for those who do not have a vehicle.
- Staff is still in the process of trying to find a meeting date to finalize the details of the Strategic Plan and to watch for meeting information from staff.
- With Vice Chair Roscoe vacating her position on the Pierce Transit Board this month, the following business will occur at the November 13 Board meeting:
 - Welcome Fife City Councilmember Doug Fagundes
 - Elect a new Vice Chair, noting that Commissioner Whalen has indicated that he may be interested
 - Address appointments to Service Delivery and Capital Committee and Executive Finance Committee

2. Sound Transit Update

Vice Chair Roscoe reported on the following:

- The Hilltop Link Extension is now open, and the Ribbon Cutting Ceremony was well attended.
- Reported that Sound Transit will be hosting an online open house for link fares and parking options. Please visit the Sound Transit website for more details.

- Reported that Sound Transit is accepting public feedback for Lakewood Station improvements through October 12. Please visit the Sound Transit website for more details.
- Reported on upcoming Sound Transit outreach events.

3. Puget Sound Regional Council Transportation Policy Board (TPB) Update

Commissioner Mello reported on the work that the TPB conducted at the September 14 meeting. He noted that the TPB recommended a proposal that changes the non-voting seats on the TPB. He noted that project selection is underway, noting that there are numerous Pierce County projects for consideration.

4. Commissioners' Comments

Vice Chair Roscoe reported that she had a good time at the Downtown on the Go fundraising event and was happy to see Pierce Transit at the event.

EXECUTIVE SESSION

There was no executive session held.

ADJOURMENT

Commissioners Roscoe and Mello **moved** and seconded to adjourn the meeting at 6:06 p.m.

Motion **carried**, 7-0.

Deanne Jacobson
Clerk of the Board

Kristina Walker, Chair
Board of Commissioners

TITLE: A Resolution Adopting the 2024 Federal and State Legislative Priorities

DIVISION: Executive

SUBMITTED BY: Alexandra Mather, Government Relations Administrator

RELATED ACTION: N/A

ATTACHMENTS:
Proposed Resolution
Exhibit A, 2024 State Legislative Priorities
Exhibit B, 2024 Federal Legislative Priorities

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION: N/A

BACKGROUND:

Pierce Transit works diligently to build and maintain strategic partnerships with the Washington state and federal legislative delegation, State and U.S. Department of Transportation, State and U.S. Department of Energy, relevant state and federal Transportation Committee staff and national advocacy organizations. Pierce Transit aims to remain a key influencer in the national, state, regional and local discussion for excellence in public transportation delivery and customer experience.

Staff seeks adoption of the proposed 2024 Federal and State Legislative Priorities, directing Pierce Transit staff and consultants to continue communicating about issues that impact the agency throughout the coming fiscal year. As Pierce Transit's state and national priorities evolve and advance, staff will seek advice and guidance from the Board as appropriate. Staff will send updates by email to the Board highlighting major milestones relating to Pierce Transit's state and national priorities and will call upon Board members to assist in advancing public transportation advocacy and objectives as appropriate.

The 2024 federal and state priorities were driven by Commissioner input, agency priorities, prior ongoing legislative work and advocacy, consumer demand and in response to the priorities of national leadership.

On Oct. 9, 2023, the Board of Commissioners received a briefing on the proposed 2024 State and Federal Legislative Priorities. No additional input or changes were received by commissioners so the legislative priorities for 2024 are being placed on the consent agenda for adoption.

STAFF RECOMMENDATION:

Staff recommends the adoption of the 2024 Federal & State Legislative Priorities as presented in Exhibits A and B.

ALTERNATIVES:

1. Do not adopt the 2024 Federal & State Legislative Priorities.
2. Modify the proposed priorities.

PROPOSED MOTION:

Move to: Approve Resolution No. 2023-011 adopting the 2024 Federal and State Legislative Priorities in substantially the same form as presented in Exhibits A and B.

RESOLUTION NO. 2023-011

A RESOLUTION of the Board of Commissioners of Pierce Transit Adopting the 2024 Federal and State Legislative Priorities

WHEREAS, the Board of Commissioners received a briefing from the state and federal legislative affairs team about the proposed 2024 state and federal legislative priorities at the October. 9, 2023, Board of Commissioners meeting; and

WHEREAS, The Pierce Transit Board of Commissioners desires to give guidance and direction to its staff and contracted Legislative Liaisons; and

WHEREAS, the Federal advocacy is an ongoing process and the State Legislature will convene the 2024 legislative session on January 8, 2024; and

WHEREAS, The Pierce Transit Board of Commissioners wishes to assure that its policies and positions are effectively communicated to the members of the Washington State congressional delegations and relevant federal agencies, Washington State Legislature, Washington state agencies and the Office of the Governor; and

WHEREAS, the Pierce Transit Board of Commissioners finds it is in the best interest of Pierce Transit to adopt an agenda for federal and state legislative priorities; and

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pierce Transit as follows:

Section 1. The Board herewith adopts the Pierce Transit 2024 Federal and State Legislative Priorities in substantially the same form as Exhibits A and B attached hereto.

ADOPTED by the Board of Commissioners of Pierce Transit at their board meeting thereof held on the 13th day of November 2023.

PIERCE TRANSIT

Kristina Walker, Chair
Board of Commissioners

ATTEST/AUTHENTICATED

Deanne Jacobson, CMC
Clerk of the Board

Pierce Transit 2024 State Legislative Agenda

NEW: Workforce Development

- Pierce Transit, like all transportation sectors is facing an unprecedented challenge of recruiting and retraining personnel for essential transit functions including transit operators, maintenance, and facilities workers. **Pierce Transit supports innovative tools and funding mechanisms that incent the hiring of these key roles, including but not limited innovative training technologies, fleet modernization training and workforce pipeline programs.**

NEW: Maintaining a State of Good Repair

- Pierce Transit is dedicated to providing high-quality transit services to the communities it serves. To ensure a dignified transit experience for both Pierce Transit employees and customers, **the agency encourages continued state investment in programs and funding mechanisms which support the continuity of safe and modern transit facilities, rolling stock and programs, including the Bus and Bus Facilities, Green Transportation, and Regional Mobility grant programs.**

NEW: Base Expansion + Related Infrastructure

- Pierce Transit is embarking on the next phase of service delivery for local transit in Pierce County. With the agency's goal of deploying a 100% zero-emission fleet by 2042 and the introduction of new vehicle types, including 60-foot articulated buses required to support the agency's high-capacity transit network expansion, Pierce Transit will need additional land and amenities to help realize maintenance and service delivery needs. In addition, as regional partners, including Sound Transit, look toward electrifying and updating their own fleets, there may be opportunities to co-locate facilities and zero-emission infrastructure to leverage land and grant funding partnerships. **Pierce transit appreciates continued investment in the programs and policies which will fund new facility and zero-emission infrastructure needs.**

NEW: Pierce County

- Support Pierce County's municipalities within the Public Transportation Benefit Area in their initiation of securing funds to bolster pedestrian safety infrastructure and connections along Pierce Transit's high-capacity transit corridors to create safer and more accessible mobility experience for Pierce County residents.

Fleet Modernization

- Pierce Transit supports any opportunities to further the agency's vision of transitioning its fleet to Zero-Emission propulsion systems. This includes ensuring funds generated under the climate commitment act continue to advance zero-emission initiatives such as investments in fueling infrastructure, battery storage, the bus fleet, heavy-duty and light-duty support vehicles including vanpool. In addition, Pierce Transit supports the extension of RCW 82.08.816, which provides the tax exemption on electric vehicle infrastructure, electric batteries and fuel cells and related labor costs. The current exemption is slated to sunset July 1, 2025.

Administrative Functions

- Employment Security Department: Continue to educate and advocate for transparency regarding the number of hours an employee is reporting to the employer through the state's Paid Family Medical Leave benefits program.

WA State Transit Association | Transportation Choices Coalition Tacoma- Pierce County Chamber | Joint Municipal Action Committee | Affordable Housing Consortium

Support the policy goals and objectives of Pierce Transit's key advocacy partners as they align with and encourage the mission of people-first public transportation services in Pierce County, including grant programs and policies that incentivize high-capacity transit and transit-oriented development.

Pierce Transit 2024 Federal Legislative Agenda

NEW: Workforce Development

- Pierce Transit, like all transportation sectors is facing an unprecedented challenge of recruiting and retraining personnel for essential transit functions including transit operators, maintenance, and facilities workers. **Pierce Transit supports innovative tools and funding mechanisms that incent the hiring of these key roles, including but not limited to the creation of a transit-exclusive Commercial Driver's License (CDL), modern drug testing mechanisms, innovative training technologies, fleet modernization training and workforce pipeline programs.**

NEW: Maintaining a State of Good Repair

- Pierce Transit is dedicated to providing high-quality transit services to the communities it serves. To ensure a dignified transit experience for both Pierce Transit employees and customers, **the agency encourages continued federal investment in programs and funding mechanisms which support the continuity of safe and modern transit facilities, rolling stock and programs, including the Bus and Bus Facilities, Low or No Vehicle Emission and RAISE grant programs as well as Congressional Directed Spending initiatives.**

NEW: Base Expansion + Related Infrastructure

- Pierce Transit is embarking on the next phase of service delivery for local transit in Pierce County. With the agency's goal of deploying a 100% zero-emission fleet by 2042 and the introduction of new vehicle types, including 60-foot articulated buses required to support the agency's high-capacity transit network expansion, Pierce Transit will need additional land and amenities to help realize maintenance and service delivery needs. In addition, as regional partners, including Sound Transit, look toward electrifying and updating their own fleets, there may be opportunities to co-locate facilities and zero-emission infrastructure to leverage land and grant funding opportunities. **Pierce transit appreciates continued investment in the programs and policies which will fund new facility and zero-emission infrastructure needs.**

NEW: High-Capacity Transit + Economic Development

- Pierce Transit recognizes public transportation as a critical element of local economic development strategies as the agency works to enhance service, increase access and mobility options, and establish its first high-capacity transit line. Major public infrastructure investments can yield significant returns for businesses, residents and workers, and communities by attracting additional public and private investment in commerce, jobs, and housing. **Pierce Transit supports federal investments that advance both transportation access through infrastructure and high-capacity transit grant programs and economic development goals, including transit-oriented development projects.**

NEW: Micro-Mobility

- Pierce Transit is actively coordinating with regional and local partners on micro-mobility solutions and recently established the PT Runner Service to provide on-demand public transportation within dedicated micro transit zones. There are four service zones with designated pick-up/drop-off spots for first and last mile connections: Joint Base Lewis-McChord, Ruston, Tideflats, Spanaway and Puyallup. **Pierce Transit welcomes federal policies that empower transit agencies to expand these innovative micro-mobility solutions. Further, the**

agency supports updating and bringing federal rideshare policies into alignment with current state and local policies by allowing 5-passenger rideshare vehicles to be recognized as compliant within the TDM reporting structure in accordance with Commute Trip Reduction (CTR) rules and goals.

Fleet Modernization

- Pierce Transit has been a long leader in providing environmentally friendly public transportation since moving to Compressed Natural Gas (CNG) as a fuel source in the 1990s. Growing the agency's zero-emission fleet will decrease emissions, advance our commitment to sustainability, save on maintenance, and diversify our fleet in the event of a service disruption related to another bus type. Pierce Transit has received multiple Low or No Emissions Vehicle (Low-No) grants to purchase battery electric, zero emission buses, including a \$2.55 million grant in 2018 and another \$3.87 million grant in 2022. **Pierce Transit will continue seeking federal resources, including programs or incentives authorized by the *Bipartisan Infrastructure Law* and the *Inflation Reduction Act*, to support the transition of 100% of its fleet to zero emission by 2042.**

Pierce Transit encourages the Administration – particularly the Department of Energy and the Federal Transit Administration – to closely coordinate on the development of key energy and transportation elements for formula and competitive grant programs. As federal investments are deployed to accelerate our transition to cleaner electric buses, **electric grid improvements must be prioritized so transit systems have access to the adequate amount of power to run their transit systems.**

Pierce Transit also supports continuation of the finance provisions of the *Inflation Reduction Act* that support fleet modernization efforts, particularly the extension of the Alternative Fuels Excise Tax Credit, the Biodiesel and Renewable Diesel Excise Tax Credit, and the Alternative Fuel Vehicle Refueling Property Credit. The agency welcomes the creation a new tax credit to support the production of clean hydrogen for facilities and the creation of the new Commercial Clean Vehicle Tax Credit.

Federal Partnerships

- **Pierce Transit welcomes legislation that supports the provision of transit service to federal lands and personnel, particularly routes that provide critical connections to federal facilities and installations in the region.** The agency supports efforts to get the definition of Transportation Demand Management codified into federal law to provide additional support for commute solutions for military personnel, particularly around Joint Base Lewis-McChord.

Community Partnerships

- Pierce Transit supports grant programs and funding tools to facilitate increased mobility, access and housing that support all income levels. The agency encourages policies that incentivize transit-oriented housing development and high-capacity transit services, particularly for Justice40 communities and environmental justice populations.

TITLE: Authority to Increase the Contract Amount with Summit Law Group, Contract No.PT-07-16, to Provide Labor Relations and Labor/Contract Relations Services

DIVISION: Administration

SUBMITTED BY: Amy Cleveland, Executive Director of Administration

RELATED ACTION:

FS 2016-056 Contract with Summit Law Group for Labor Negotiations and Labor/Contract Relations Services.

FS 2020-045 Authority to Execute Contract No. PT-07-16, with Summit Law Group to Increase the Contract Amount for Labor Relations and Labor/Contract Relations Services.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Internal

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: N/A

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Current Contract Authority	\$ 750,000	Employment-related legal costs are estimated at \$200,000 annually based on the current projected need for legal services, including negotiation of ATU and IAM agreements. The total contract increase amount is based on three additional contract years, 2024-2026.
Increase Contract Authority Amount	\$ 600,000	
New Contract Authority Amount	\$ 1,350,000	

BACKGROUND:

Pierce Transit requires assistance with legal issues arising from the administration of collective bargaining agreements, including negotiation of agreements and contract/relation services impacting over 800 employees.

In 2016, a competitive bid process was completed, and Summit Law Group was selected as the lowest cost firm having experience with Transit-related interest and arbitration with eligible unions. A multi-year contract was executed in 2016 with an expenditure amount of \$500,000. The Board authorized an additional \$250,000 expenditure amount in 2020.

This current increase will add funds for three additional years of continued support with bargaining and labor relations activities including contract disputes, grievances, employment claims, arbitration, and more. This amendment will benefit the Agency in current contract negotiations with ATU along with upcoming contract

negotiations with IAM. Summit Law Group is well-versed on past bargaining and labor relations activity, and they can provide Pierce Transit the continuity and consistency of having served as our legal representatives for the previous contract period.

ALTERNATIVES:

Do not authorize increase to contract amount. This is not recommended as legal assistance and guidance in labor relations matters is necessary.

RECOMMENDATION:

Authorize the Chief Executive Officer to approve increasing the Contract amount with Summit Law Group for Labor Negotiations & Labor/Contract Relations Services by \$600,000.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase the contract amount with Summit Law Group (Contract No. PT-07-16) by \$600,000 to provide Labor Negotiations & Labor/Contract Relations Services, for a new contract amount of \$1,350,000.

TITLE: Authorize the Chief Executive Officer to Increase Contract 1019 with All StarZ Staffing and Consulting, Inc., to Continue Providing Temporary Staffing for Bus Cleaning Custodians and other Temporary Staffing Needs

DIVISION: Administration

SUBMITTED BY: Tara Schaak, Human Resources Manager

RELATED ACTION:

FS 2022-065, Authorize the Chief Executive Officer to increase Contract 1019 with All StarZ Staffing and Consulting, Inc. to Continue Providing Temporary Staffing for Bus Cleaning Custodians

FS 2023-029, Authorize the Chief Executive Officer to increase Contract 1019 with All StarZ Staffing and Consulting, Inc. to Continue Providing Temporary Staffing for Bus Cleaning Custodians and other Temporary Staffing Needs

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number:

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Original Contract Amount	\$ 30,000	Funds will be reallocated from the Operating Budget utilizing funds from unfilled positions.
Previous Contract Increases	\$ 570,000	
This Increase Amount	\$ 200,000	
New Contract Amount	\$ 800,000	

BACKGROUND:

Pierce Transit is seeing improvements in staffing levels for the Bus Custodians and has been able to absorb some of the bus cleaning services in-house; however, the agency is still experiencing staffing shortages and needs additional assistance from temporary staffing agencies until the labor market returns to more predictable, healthy levels.

This request is to increase the contract spending authority amount by an additional \$200,000, for a new contract authority amount of \$800,000 to cover primarily bus cleaning custodian services as needed through June of 2025.

After initiating a competitive bid process in April 2020, Pierce Transit executed a contract with All StarZ Staffing and Consulting to provide temporary staffing for bus cleaning custodians and other temporary staffing positions.

Shortly after contract execution, All StarZ fulfilled our request for bus cleaning custodians on base, due to staffing shortages. Due to COVID-19 prevention requirements, the need for bus cleaning increased throughout 2021 and 2022, which caused the contract to be increased up to the Chief Executive Officer's authority of \$200,000.

On November 17, 2022, and July 20, 2023, the Board approved increases to the All StarZ contract in a combined amount of \$400,000 for a revised total authorized contract spending amount of \$600,000 to cover temporary staffing costs through 2023 due to labor shortages experienced in the Bus Custodian/Fleet Care Attendant field and to fulfill bus cleaning services. All StarZ has also provided minimal temporary staffing support to the Information Technology and the Service and Delivery Customer Service departments on an as needed basis.

ALTERNATIVES:

Do not authorize the contract increase, which would create an unhealthy situation for our riders, and would not provide a resource for temporary staffing for other departments as needed.

RECOMMENDATION:

Authorize the contract increase to continue providing bus cleaning services and other temporary staffing positions as needed.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to increase Contract 1019 with All StarZ Staffing and Consulting, Inc., in the amount of \$200,000 to continue providing temporary staffing services primarily for bus cleaning custodians and other agency temporary staffing positions on an as needed basis, for a new contract spending authority amount of \$800,000.

TITLE: Authority to Execute Contract No. 1698 with Puget Paving to Provide Restoration and Pedestrian Improvements at the Narrows Park and Ride

DIVISION: Finance

SUBMITTED BY: Monica Adams, Sr. Project Manager

RELATED ACTION: N/A

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Financial

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: 503 Narrows Park & Ride Renewal

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 409,925	Award contract to Puget Paving for the Narrows Park and Ride Renovation in the amount of \$409,925, plus a contingency of \$41,000 for an authorized expenditure of \$450,925. The total project budget is \$1,013,060.
Contingency	\$ 41,000	
Total Expenditure	\$ 450,925	

BACKGROUND:

The Transit Centers and Park and Rides are some of Pierce Transit’s oldest facilities and many times are the place where riders first meet the ‘face’ of Pierce Transit. This renewal project provides an opportunity to improve the Narrows Park and Ride, constructed in 1986 to provide a better Pierce Transit experience for riders by making necessary repairs to improve the overall deteriorated and run-down appearance. This project will include the following: repair cracked and damaged concrete surfaces, improve regulatory signage, and improve ADA ramps and pedestrian access as required by the City of Tacoma.

Pierce Transit conducted a public procurement process, the Request for Bids (RFB) was advertised in October 2023 and was posted on Pierce Transit’s website, Builder’s Exchange of Washington, Tacoma Daily Index, and Daily Journal of Commerce as well as the Office of Minority and Women’s Business Enterprises. Pierce Transit received seven bids. The responsive low bid contractor was Puget Paving.

The overall project is anticipated to span two months. However, we have not yet determined the start date. Once we discuss the schedule with the Contractor, we will determine if it’s feasible to begin construction in the near term, or if weather impacts will require postponing the project until spring.

STAFF RECOMMENDATION:

Authorize the Chief Executive Officer to execute Contract No.1698 with Puget Paving for the Narrows Park and Ride Renovation.

ALTERNATIVES:

Do not authorize entering a contract with Puget Paving: This is not recommended as the condition of the facility will continue to get worse if repairs are not made, which will ultimately cost more money to eventually repair.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to execute Contract No. 1698 with Puget Paving to provide restoration and pedestrian improvements for the Narrows Park and Ride in the amount of \$409,925 plus a contingency of \$41,000 for an authorized contract amount of \$450,925.

TITLE: Authorize the Chief Executive Officer to Execute an Amendment to Sole Source Contract No. 1336 with Swiftly to Provide Real-time Bus Location Services

DIVISION: Planning & Community Development

SUBMITTED BY: Andrew Arnes, Service Planning Assistant Manager; Brent Campbell, IT Assistant Manager

RELATED ACTION:

FS 2021-066, Authority to Execute an Amendment for Real Time Bus Location Services approved in November 2021.

FS 2018-090, Authority to Award a Three-Year Sole Source Contract with Swiftly to Provide GPS Playback Module, On-Time Performance Module, Vehicle Speed Module, and Runtime Module approved in November 2018.

ATTACHMENTS: N/A

RELATION TO STRATEGIC PLAN: Customer

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number:

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Original Contract Authority Amount	\$ 429,000.00	Extend contract #1336 for an additional year to pay for Swiftly.
Previous Amendment	\$ 345,586.53	
This Increase Request	\$ 220,000.00	
New Contract Authority Amount	\$ 994,586.53	

BACKGROUND:

As information, Swiftly is a web-based platform that has been in use since November 2018 and is an essential component to Pierce Transit’s service. It provides critical real-time bus location information both to Pierce Transit staff as well as the public. The real-time passenger display signs at the various transit centers, and mobile apps that all rely on the information generated by Swiftly. In addition to real time information, Swiftly provides analysis reports and play back on historical data used by various internal departments for analysis while planning future transit enhancements. Swiftly is used by Customer Service agents to address riders’ questions regarding bus arrival information and provides a mechanism for riders to either call or text and receive bus arrival information at a given stop. Swiftly also offers a website where riders can view the location of the buses on a given route and view the bus arrival time at any stop on the route.

Staff requests authority to execute an amendment to Contract 1336 for one additional year of software as a service for Swiftly. Pierce Transit has approximately 150 user accounts with an average of 60-70 unique monthly users who have utilized Swiftly during 12,600+ total sessions over the last six months. All the modules listed below are currently being utilized by the agency:

Real-Time Passenger Predictions: This module helps in extracting passenger counts from various bus routes. Consultants hired by Pierce Transit use it to scrutinize and analyze our route performances. It is also used by our online app, Transit App, to let the public know when a bus is full.

GPS Playback: This feature enables the Pierce Transit staff to retrospectively trace the route of a bus over a specific time range. It is instrumental in accident investigations, customer service complaint resolutions, and internal debugging of the CAD/AVL system.

On-Time Performance: This module delivers comprehensive dashboards that facilitate the investigation of the on-time performance of our buses, identifying whether they are running early or late. It plays a vital role in our National Transit Database (NTD) reporting. The planning department uses it to troubleshoot issues with on-time performance. It is also currently being used to validate the new CAD/AVL system's on-time reporting accuracy.

Run-Times: Offering a detailed dashboard, this module furnishes data on run time performances and their variations throughout the day. Such information is integral when feeding data into the Hastus ATP module during schedule constructions, allowing for the adjustment of trip times based on the traffic at different times of the day.

Speed Map: This module creates intuitive visualizations of vehicle speeds and dwell times for any route to find which intersections or along which route segments vehicles slow down the most. It is a tool that our planning department uses to debug the routes to ensure that they are running efficiently.

Live Operations: A vital tool for customer service, this module aids in responding to customer queries effectively, with "where is my bus" being one of the most common questions. Finally, this module provides a texting service for our passengers to be texted when the bus is near their stop.

STAFF RECOMMENDATION:

Approve an amendment to Contract No. 1336 with Swiftly to extend it by one additional year and increase the total contract amount spending authority.

ALTERNATIVES:

Do not extend the contract to allow for real-time bus arrival information to riders and Pierce Transit employees and forego all the previously cited benefits since this is a subscription service that is available only through Swiftly.

PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to execute an amendment to Sole Source Contract No. 1336 with Swiftly for real-time bus location services in the amount of \$220,000.00 for a new total contract spending authority of \$994,586.53.

TITLE: Authority to Execute a New Memorandum of Agreement Between Pierce County and Pierce Transit Supporting Beyond the Borders Special Needs Transportation Through December 31, 2026

DIVISION: Service Delivery & Support

SUBMITTED BY: Ausha V. Potts, ADA Eligibility Assistant Manager

RELATED ACTION: N/A

ATTACHMENTS:

RELATION TO STRATEGIC PLAN: Customer

Exhibit A, Need A Ride Get a Ride Brochure
 Exhibit B, Service Area

BUDGET INFORMATION

Is it Budgeted? Yes / No

Project Name or Number: Beyond the Borders

Operating Budget

Capital Budget

FUNDING SOURCE:		EXPLANATION:
Local Amount	\$ 540,000	Years 2024 - 2026 – \$180,000 per year. Contingency is for potential annual increase of \$40,000 for years 2025-2026.
Grant/Other Amounts	\$ Contingency of \$40,000	
Total Expenditure	\$ 580,000	

BACKGROUND:

This Memorandum of Agreement supports and leverages resources and funding for Beyond the Borders. Beyond the Borders has been in operation since 2003 and was the first coordinated transportation project developed by the Pierce County Coordinated Transportation Coalition (PCCTC). The program serves individuals with special needs including seniors (age 65 +), individuals with disabilities, low income individuals, and youth (ages 12-17). Pierce County Human Services operates this program. Pierce Transit has been a supporting partner since the beginning.

Beyond the Borders provides connections to Pierce Transit services for those who live outside the Pierce Transit boundary and provides access to destinations not served by Pierce Transit. The program provides service in Bonney Lake, Buckley, Carbonado, Eatonville, Frederickson, Graham, Kapowsin, McKenna, Orting, Prairie Ridge, Roy, South Hill, South Prairie, Spanaway, Sumner and Wilkeson.

The system offers both demand response service as well as connector service. Connector service connects South Hill to Spanaway and Sumner to Bonney Lake. The routes deviate up to a mile off route to serve individuals with disabilities or travel limitations that prevent them from getting from their homes to the established stops. These routes run on a 45-minute schedule Monday-Friday. Beyond the Borders also offers demand response service for individuals who require higher levels of assistance for travel or live too far from the routes.

In addition, Beyond the Borders provides a Boundary Expansion service which provides trips to locations up to seven miles inside the PTBA. This allows SHUTTLE-eligible customers living outside the PTBA to travel entirely with Beyond the Borders to their destination, without transferring to SHUTTLE.

In 2022, the Boundary Expansion program provided over 1,231 trips, which was a cost savings of \$143,953.00 to the SHUTTLE program.

Beyond the Borders received a priority ranking of A from the Puget Sound Regional Council (PSRC) for the 2023-2025 biennium which is the highest project ranking available. Beyond the Borders receives \$618,000 annually from FTA 5310 grant funding from the Washington Department of Transportation. Pierce Transit's contribution of \$180,000 yearly provides required local match for these grants.

Through the third quarter of 2023, Beyond the Borders has averaged 1,170 trips per month, and approximately 40% of these trips connect with Pierce Transit services.

The partnership with Pierce Transit is vital for keeping Pierce County rural communities connected by providing critical trips to dialysis, employment, and other essential destinations throughout Pierce County and the region for riders without transportation options.

STAFF RECOMMENDATION:

Staff recommends approving the new Memorandum of Agreement, between Pierce County and Pierce Transit supporting Beyond the Borders special needs transportation in the amount of \$580,000 through December 31, 2026.

ALTERNATIVES:

One alternative may be to not fund this program. This would have a devastating impact on the program and result in Pierce County losing over \$618,000 in yearly grant funds due to lack of local match. This program most likely would not survive.

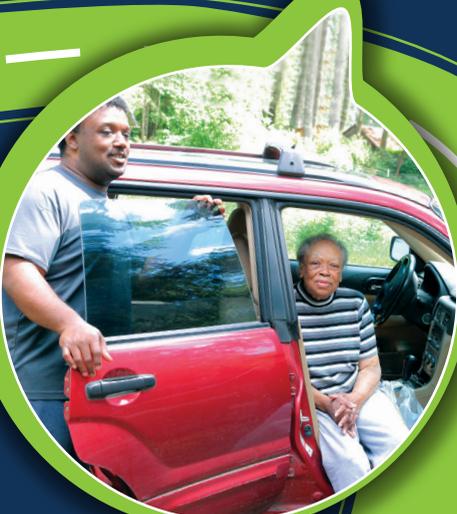
PROPOSED MOTION:

Move to: Authorize the Chief Executive Officer to execute the new Memorandum of Agreement between Pierce County and Pierce Transit Supporting Beyond the Borders Special Needs Transportation, in the amount of \$580,000, through December 31, 2026.

"With the help of 2-1-1, I was able to sign my mom up for two programs to help with transportation. This will help her get out and around while I'm at work." – Kathy



Volunteer driver program helps Jacqueline and her grandson get to places on the Key Peninsula.



Pierce County Coordinated Transportation Coalition

EXPANDING Transportation Options

Need a Ride? Get a Ride.

Many people who travel in Pierce County require assistance getting from one place to another because they lack the resources to provide their own transportation. This includes seniors, people with disabilities, people with low income, and youth ages 12 - 18.

PCCTC member organizations work to remove transportation barriers for these residents, enabling them to get to jobs, school, medical appointments, social activities and more.

PCCTC's mission is to create a coordinated system where individuals with limited transportation options can access the services they need regardless of their physical, cultural, economic, or geographic status.

So anyone who needs a ride can get a ride!



"I don't know what I'd do without Beyond the Borders!" says Donna, who drove her own car until, at the age of 70, she began to lose her vision and could no longer drive.

Interested in creating more transportation options in Pierce County?
Learn how you can get involved.

Contact:

Daeveene May, Mobility Manager

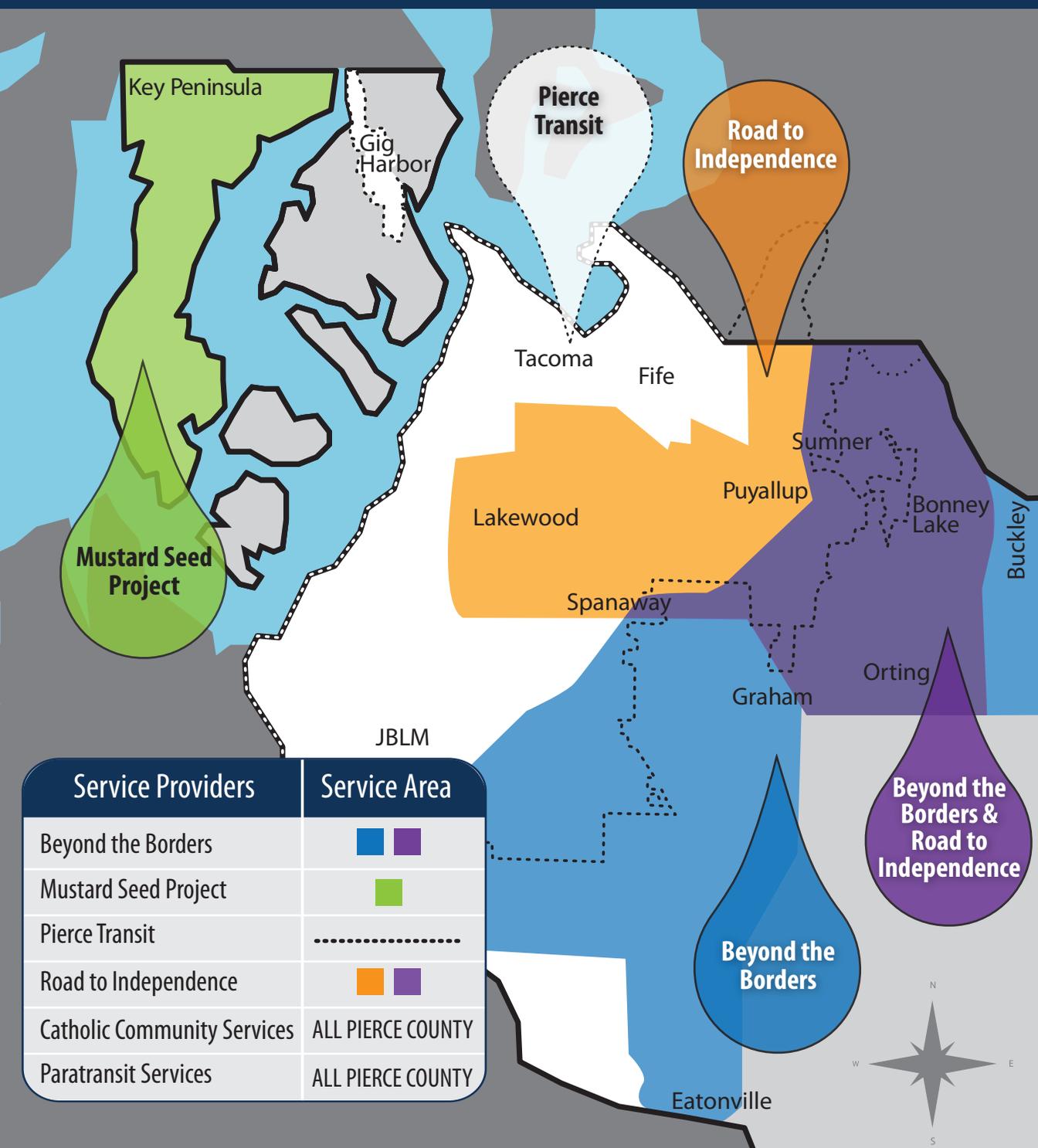
Pierce County Coordinated Transportation Coalition

Daeveene.May@PierceCountyWA.gov

(253) 281-9490

Transportation services for seniors, youth, people with disabilities, and people with low income, offered by members of the Pierce County Coordinated Transportation Coalition (PCCTC).

Transportation Options in Pierce County



Service Providers	Service Area
Beyond the Borders	
Mustard Seed Project	
Pierce Transit	
Road to Independence	
Catholic Community Services	ALL PIERCE COUNTY
Paratransit Services	ALL PIERCE COUNTY

Beyond the Borders: Free transportation for seniors, youth, persons with disabilities, and people with low income traveling in East or South Pierce County, outside Pierce Transit’s service area. **(253) 476-4657**

Mustard Seed Project: Individual door-through-door services and accessible mini-bus transportation for seniors and adults with disabilities. **(253) 884-2216**

Pierce Transit: Local bus routes and ADA paratransit service within the defined service area. **(253) 581-8000**

Road to Independence: Free rides to and from work for low income and special needs clients traveling in Northeast Pierce County and South King County. **(253) 778-7958**

Catholic Community Services: Volunteer transportation services for seniors with low income and adults with disabilities. **(844) 851-9380**

Paratransit Services: Non-emergency medical transportation for eligible Medicaid clients. **(800) 925-5438**



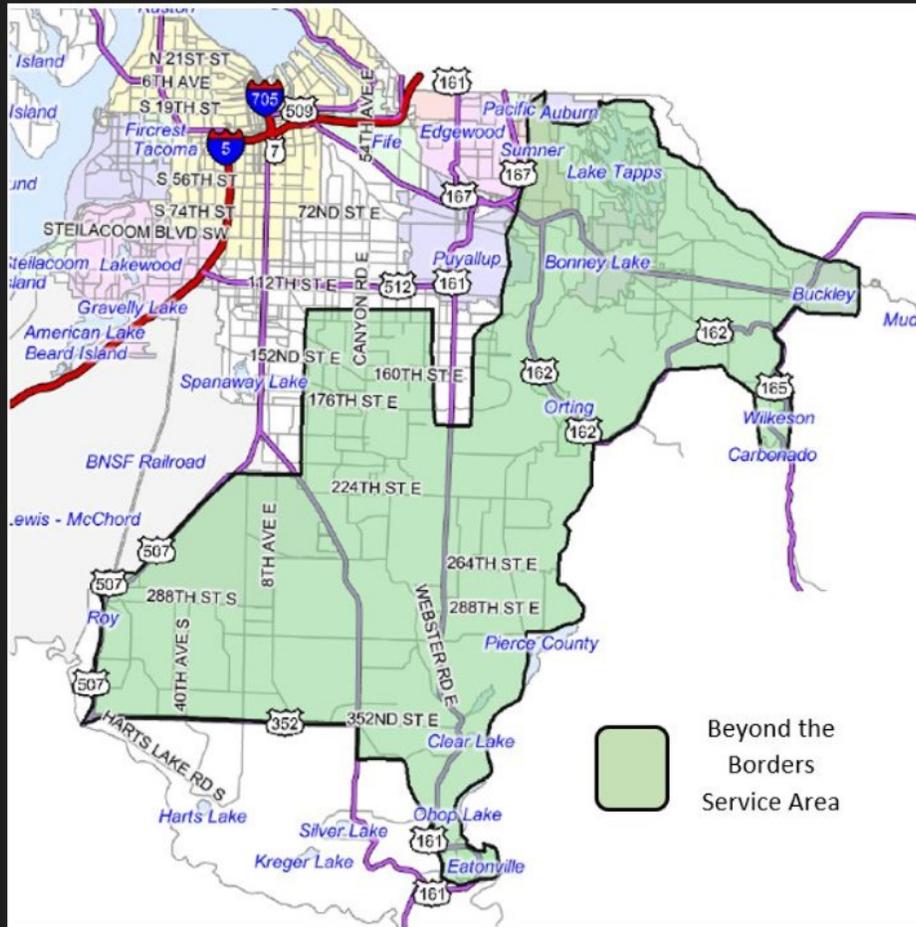
 **Call 2-1-1**

to learn about transportation options that meet YOUR NEEDS.

If you're traveling in Pierce County and need assistance with transportation:

- **Plan ahead.** You'll need time to identify the best service for you and to arrange a ride.
- **Call 2-1-1** to find out which service meets your needs.
- **Arrange a ride** using the referral from the 2-1-1 representative.

Exhibit B - Beyond the Border Service Area





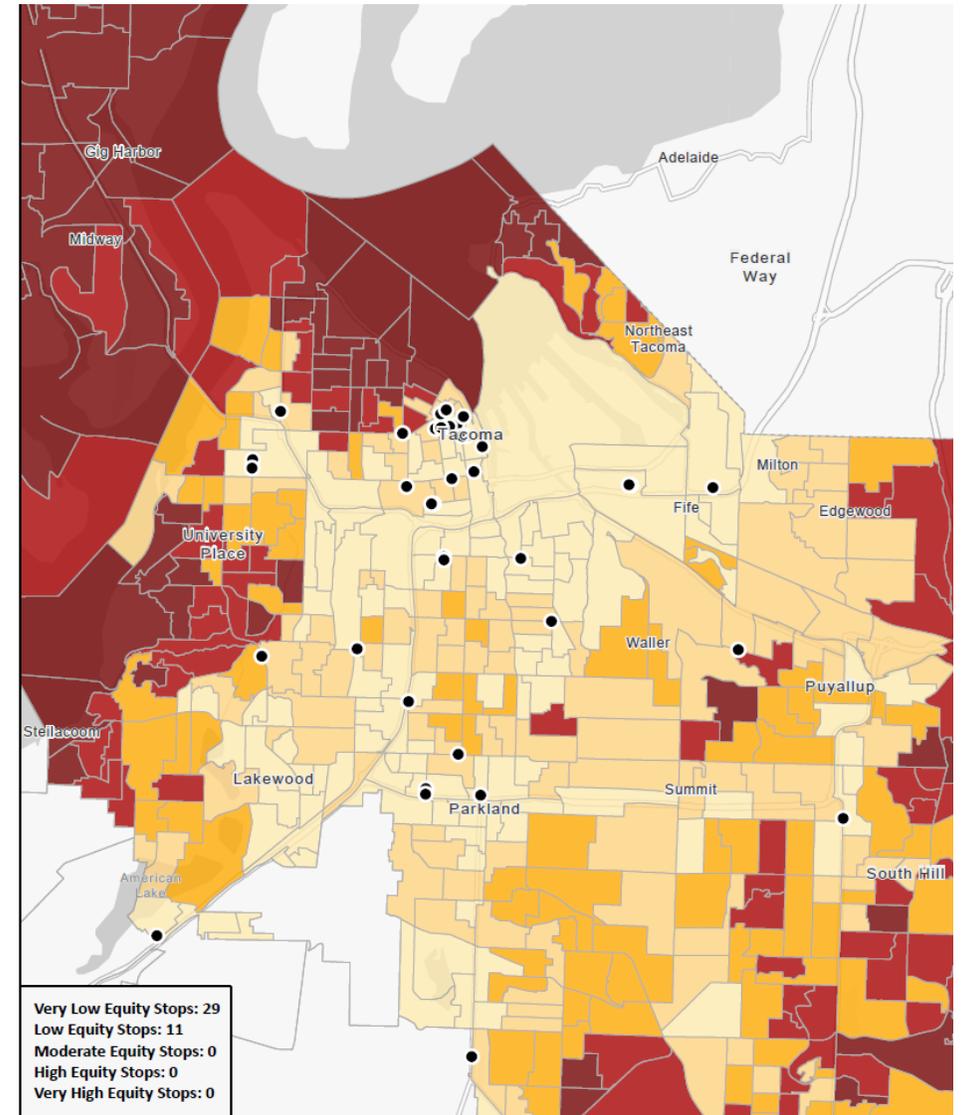
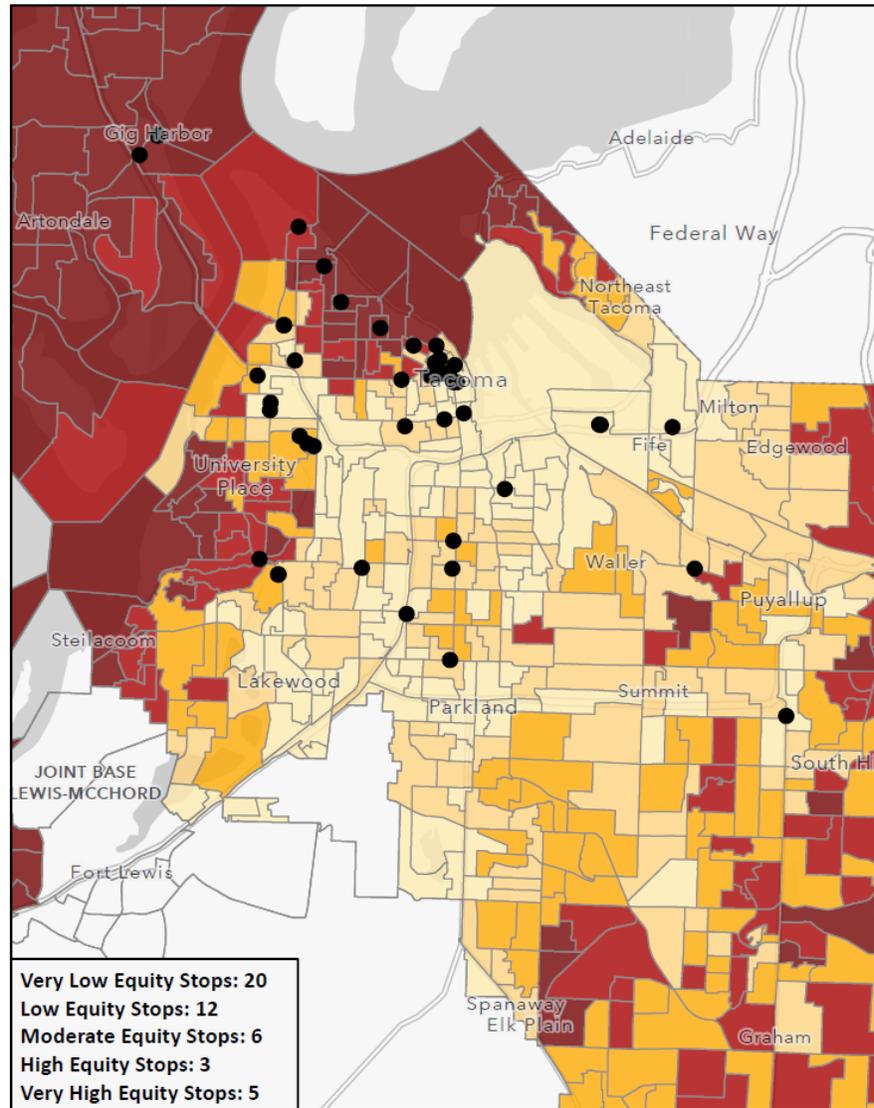
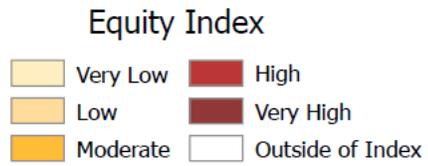
Shelter Replacement Equity Analysis

November 13, 2023 Board Meeting

Post contract award refinements

- Applied the Equity Index Map
- Removed locations in the High/Very High/Moderate designation (Gig Harbor, University Place, reductions in north Tacoma)
- Added locations within the Low/Very Low Designation
- Verified none should require traffic control
- Removed Enhanced Bus locations
- Added solar lighting with new shelters
- Reduced from 49 to 40 shelters for budget
- 7-8 month lead time on fabrication

Side by Side



Source: City of Tacoma and Pierce County Equity Index

What is the Equity Index?

Prioritize investments based on where and who has access to opportunities, such as:

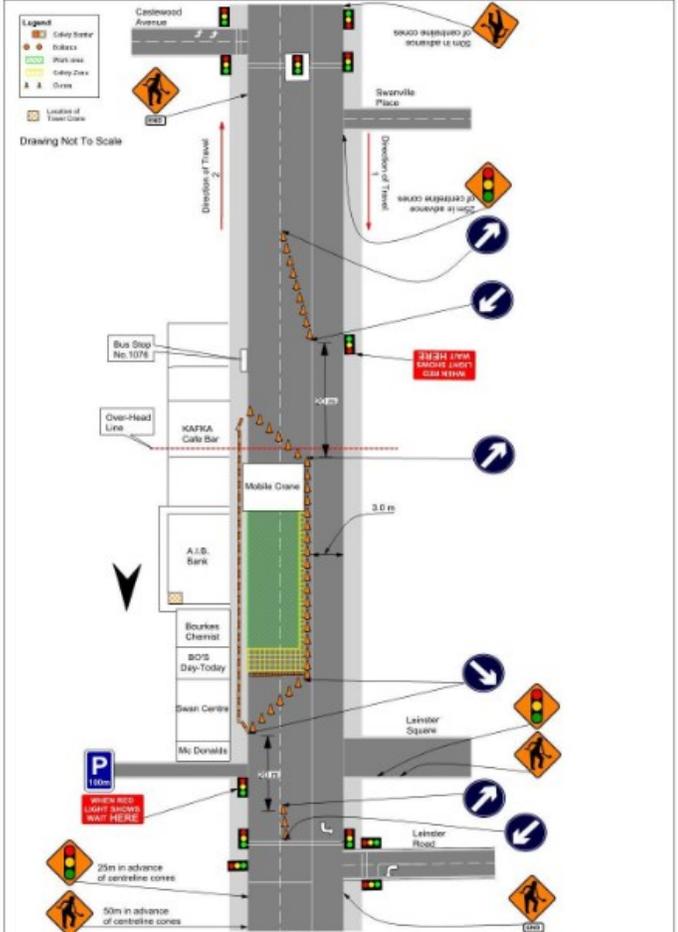
- opportunity to safely walk to school
- opportunity to earn a living wage job
- opportunity to access healthy food, etc.

32 indicators distributed into five categories:

- livability
- accessibility
- economy
- education
- environmental health

Traffic Control Overview

- \$3,000 lump sum
- Site specific
- Jurisdictional review & approval
- Revisions
- Flagger
- Equipment
- Administration



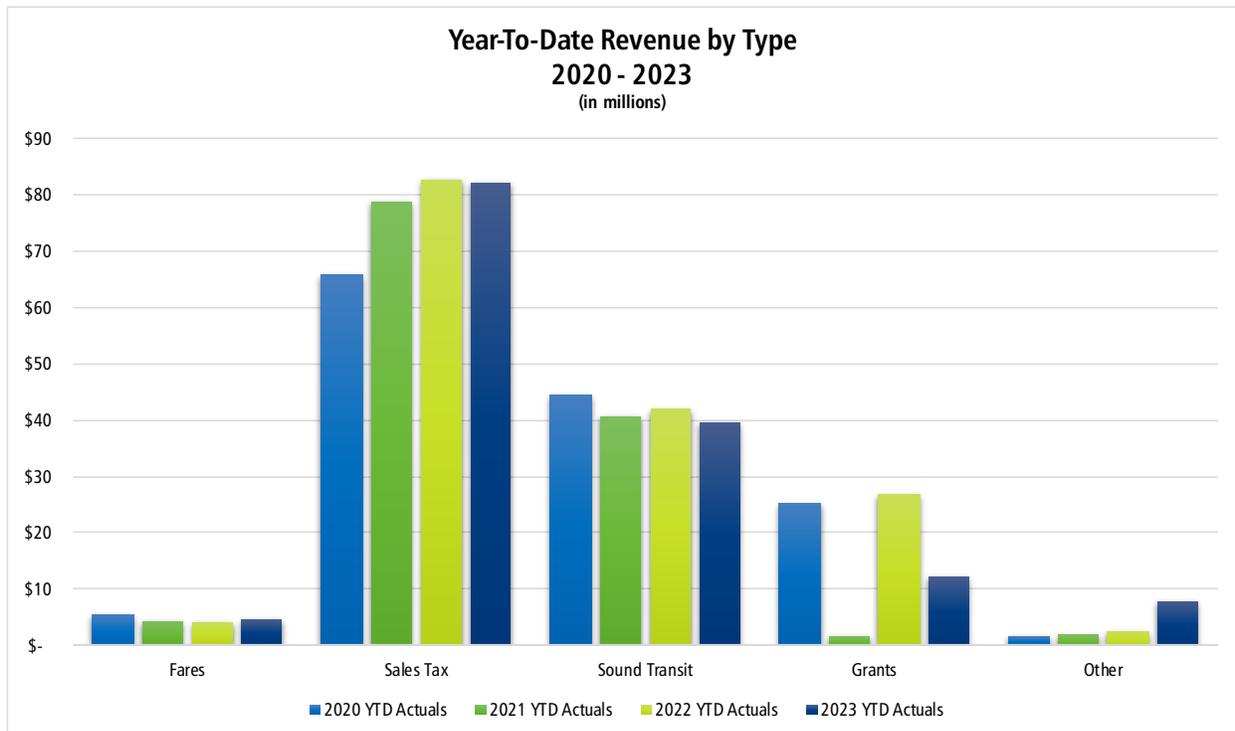
Pierce Transit
Quarterly Financial Report
01.01.2023 – 09.30.2023



Operating Revenues

As of September 30th, Pierce Transit has received 82.65% of the budgeted revenue. A comparison of operating revenue for three prior years and the 2023 Budget to Actuals are provided in the table below. The 2023 budget numbers are for the full year whereas the actuals for each year reflect activity January 1st through September 30th.

	2020	2021	2022	2023		% of Budget Received
	YTD Actuals	YTD Actuals	YTD Actuals	Budget	YTD Actuals	
Fares	\$ 5,382,667	\$ 4,404,963	\$ 3,941,260	\$ 5,446,210	\$ 4,445,360	81.62%
Sales Tax	65,880,922	78,751,827	82,467,775	\$ 110,557,130	82,029,046	74.20%
Sound Transit	44,341,767	40,457,899	41,927,223	\$ 47,986,720	39,391,886	82.09%
Grants	25,228,935	1,580,762	26,751,274	\$ 10,795,670	12,234,543	113.33%
Other	1,693,666	1,807,430	2,447,130	\$ 1,623,270	7,702,249	474.49%
Total Operating Revenues	\$ 142,527,957	\$ 127,002,882	\$ 157,534,661	\$ 176,409,000	\$ 145,803,084	82.65%



Highlights from 3rd Quarter:

Other revenue has the largest gains over budget. The majority is earned interest on investments fueled by higher interest rates. Grant reimbursements are also above budget. Approximately 82% is attributed the remaining ARPA and Youth Ride Free funding. Sound Transit reimbursement and Fares are performing at the expected budgeted amounts. Sales Tax has remained flat in the 3rd quarter, coming in slightly under 75% of the budget.

Revenue Definitions

Fares – Revenues for actual services provided and include fixed route, SHUTTLE and Vanpool services. The current average fare per boarding is \$0.86. The last adult fare increase was in 2010.

Sales Tax – This revenue source provides most of our operating revenue and is based on taxable sales within the Pierce Transit Public Transportation Benefit Area. Currently, Pierce Transit only collects 0.6% of the 0.9% allowable sales tax rate.

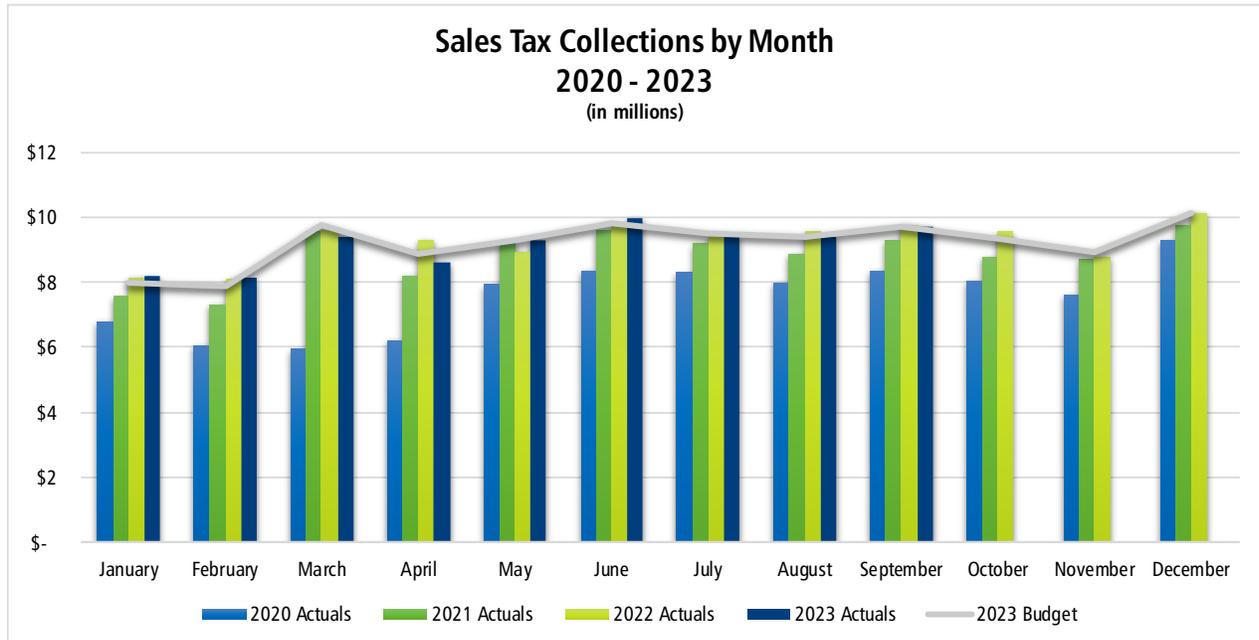
Sound Transit – Are reimbursable expenses for Pierce Transit providing regional transit service from Pierce to King County on behalf of Sound Transit. Reimbursements are based on the costs of services at an hourly rate for service hours required to provide the service.

Grants – Revenues to offset costs of running services. Included in grant revenues are Commute Trip Reduction and Special Needs Operations. These revenues are provided by Pierce County and Washington State.

Other – Other includes interest and advertising revenues that are received with more consistency as well as revenues that cannot be classified in one of the other revenue types.

Sales Tax Collections by Month

	2020 Actuals	2021 Actuals	2022 Actuals	2023 Budget	2023 Actuals	% of Budget Received
January	\$ 6,787,065	\$ 7,560,658	\$ 8,126,107	\$ 7,994,241	\$ 8,177,567	102.29%
February	\$ 6,031,190	\$ 7,296,946	\$ 8,108,303	7,850,776	8,115,984	103.38%
March	\$ 5,934,973	\$ 9,539,643	\$ 9,618,167	9,763,144	9,380,893	96.08%
April	\$ 6,228,837	\$ 8,167,998	\$ 9,280,481	8,892,040	8,587,248	96.57%
May	\$ 7,939,384	\$ 9,243,797	\$ 8,936,817	9,265,148	9,281,166	100.17%
June	\$ 8,371,592	\$ 9,587,077	\$ 9,684,670	9,821,208	9,964,047	101.45%
July	\$ 8,297,927	\$ 9,206,214	\$ 9,421,412	9,492,953	9,441,416	99.46%
August	\$ 7,963,120	\$ 8,885,088	\$ 9,526,356	9,382,783	9,382,783 *	100.00%
September	\$ 8,326,834	\$ 9,264,407	\$ 9,765,463	9,697,943	9,697,943 *	100.00%
October	\$ 8,023,707	\$ 8,786,442	\$ 9,529,305	9,334,014		
November	\$ 7,633,747	\$ 8,736,757	\$ 8,784,403	8,929,080		
December	\$ 9,289,086	\$ 9,739,080	\$ 10,146,049	10,133,798		
Total Sales Tax	\$ 90,827,462	\$ 106,014,106	\$ 110,927,532	\$ 110,557,130	\$ 82,029,046	74.20%



*There is a two-month delay between when the sales tax is collected and remittance to Pierce Transit. The projection is based on the current year's monthly budgeted amount for this report until the remitted amount is finalized.

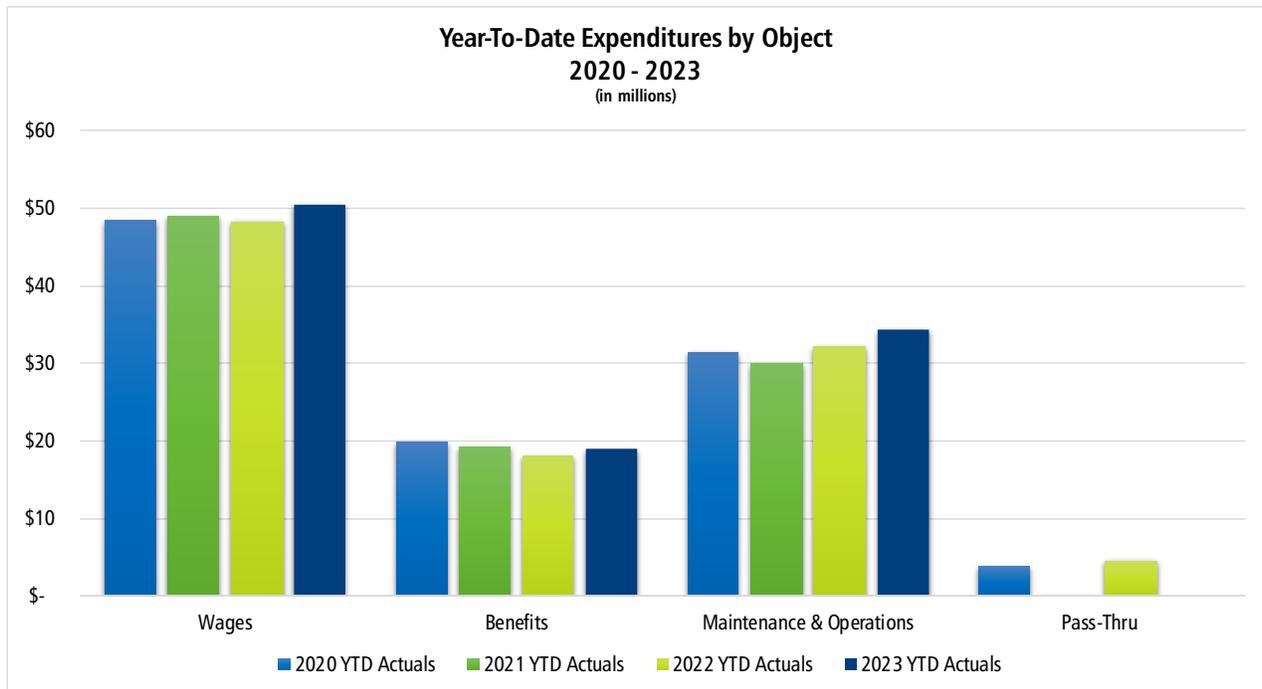
3rd Quarter 2023 collections are 0.53%, or \$438,729 under year-to-date 2022 actuals.

3rd Quarter 2023 collections are 0.16%, or \$131,191 under year-to-date 2023 budget.

Operating Expenditures by Object

As of September 30th, Pierce Transit has expended 63.42% of the budgeted expenditures. A comparison of operating expenditures for three prior years and the 2023 Budget and Actuals are provided in the table below. The 2023 budget numbers are for the full year whereas actuals for each year reflect activity through January 1st through September 30th. Non-Departmental Pass-Thru funds are payments made to Pierce County as part of the 5307 agreements.

	2020	2021	2022	2023		% of Budget Expended
	YTD Actuals	YTD Actuals	YTD Actuals	Budget	YTD Actuals	
Wages	\$ 48,510,160	\$ 48,949,907	\$ 48,333,292	\$ 81,402,050	\$ 50,530,073	62.07%
Benefits	\$ 19,849,192	\$ 19,180,136	\$ 18,091,325	\$ 31,237,330	\$ 18,947,154	60.66%
Total Personnel	\$ 68,359,351	\$ 68,130,043	\$ 66,424,617	\$ 112,639,380	\$ 69,477,227	61.68%
Maintenance & Operations	\$ 31,393,492	\$ 29,985,763	\$ 32,106,720	\$ 49,820,850	\$ 34,279,037	68.80%
Total Operating Expenditures	\$ 99,752,843	\$ 98,115,806	\$ 98,531,337	\$ 162,460,230	\$ 103,756,265	63.87%
Pass-Thru	\$ 3,803,572	\$ -	\$ 4,463,382	\$ 1,150,000	\$ -	0.00%
Total Expenditures	\$ 103,556,415	\$ 98,115,806	\$ 102,994,719	\$ 163,610,230	\$ 103,756,265	63.42%



Highlights from 3rd Quarter:

Overall operating expenditures are under budget by 11.58% when compared to 75% of the annual budget. All categories are under budgeted expectations. The main cause is vacant positions in Maintenance and Service Delivery. Our largest expense category is personnel costs, currently 66.96% of the overall expenditures.

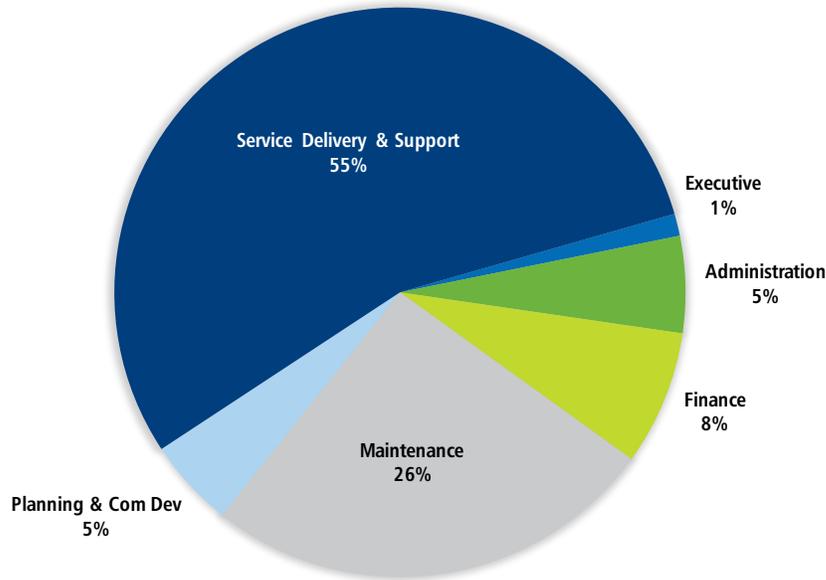
No non-departmental pass-thru payments have been made to Pierce County as part of the 5307 agreements in 2023.

Operating Expenses by Division

Pierce Transit consists of six divisions: Executive, Administration, Finance, Maintenance, Planning & Community Development, and Service Delivery & Support. Approximately 70% of our budgeted operating expenditures are wages and benefits for personnel. 867 or 88% of our personnel is included in Maintenance and Service Delivery & Support.

	2020	2021	2022	2023		% of Budget Expended
	YTD Actuals	YTD Actuals	YTD Actuals	Budget	YTD Actuals	
Executive	1,202,564	1,423,813	1,187,299	2,065,660	1,306,201	63.23%
Administration	5,245,634	5,040,571	5,754,371	9,597,520	5,695,954	59.35%
Finance	9,553,184	9,033,180	9,457,435	12,960,020	7,941,550	61.28%
Maintenance	24,955,149	24,209,522	23,717,653	37,020,200	26,713,721	72.16%
Planning & Com Dev	4,428,277	4,438,558	4,605,796	8,208,230	5,212,043	63.50%
Service Delivery & Support	54,368,035	53,970,161	53,808,785	92,608,600	56,886,796	61.43%
Subtotal Operating Expenditures	99,752,843	98,115,806	98,531,337	162,460,230	103,756,265	63.87%

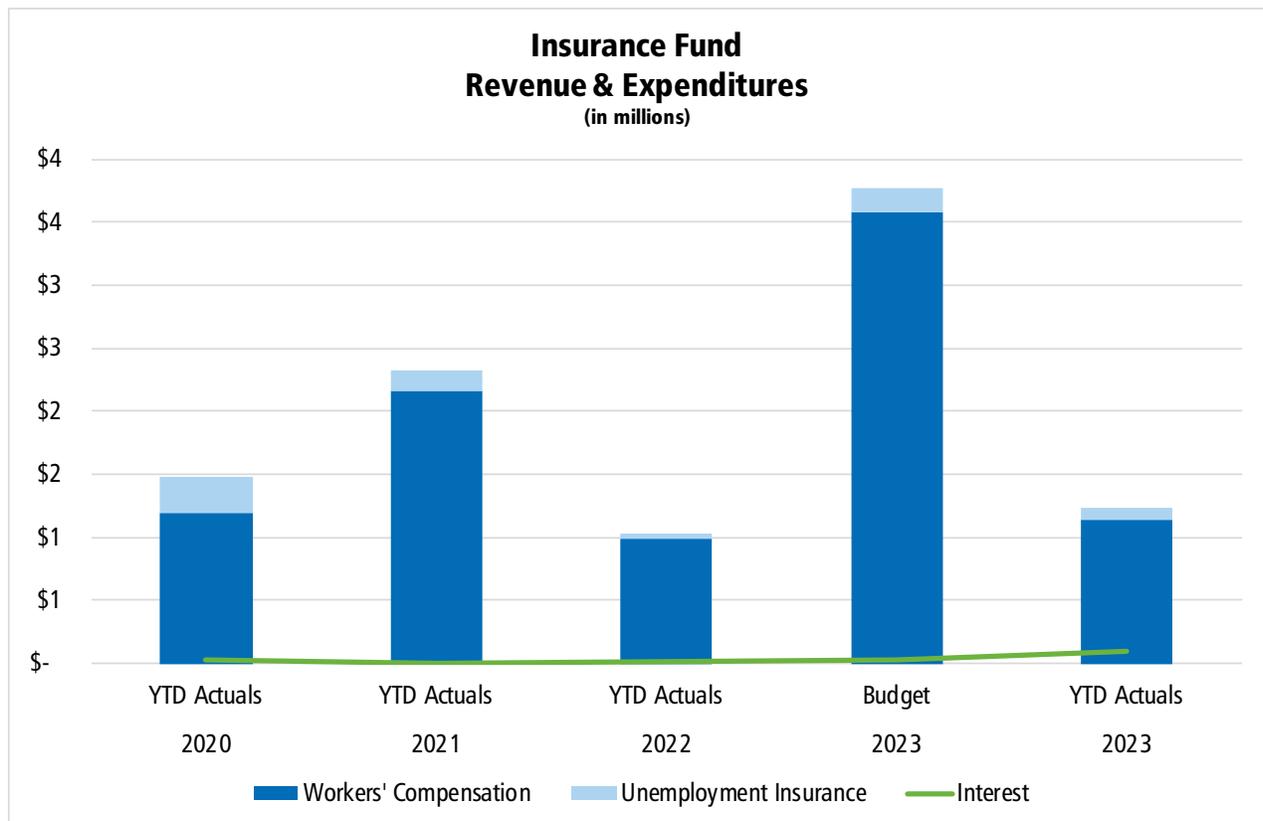
OPERATING EXPENDITURES BY DIVISION 2023



Insurance Budget

Pierce Transit's Insurance Fund covers the expenses for Worker's Compensation and Unemployment Insurance. This fund receives minimal revenues from interest. Expenditures over revenue are covered using reserves and transfers from the Operating Fund.

	2020	2021	2022	2023	2023	
	YTD Actuals	YTD Actuals	YTD Actuals	Budget	YTD Actuals	% of Budget
Revenue						
Interest	\$ 27,891	\$ 3,806	\$ 12,879	\$ 25,000	\$ 101,230	404.92%
Expenditures						
Workers' Compensation	\$ 1,192,831	\$ 2,159,935	\$ 996,141	\$ 3,575,710	\$ 1,136,251	31.78%
Unemployment Insurance	\$ 286,685	\$ 163,260	\$ 33,841	\$ 200,000	\$ 98,315	49.16%
	\$ 1,479,516	\$ 2,323,195	\$ 1,029,983	\$ 3,775,710	\$ 1,234,565	32.70%
Net Income (Loss)	\$ (1,451,625)	\$ (2,319,389)	\$ (1,017,104)	\$ (3,750,710)	\$ (1,133,335)	

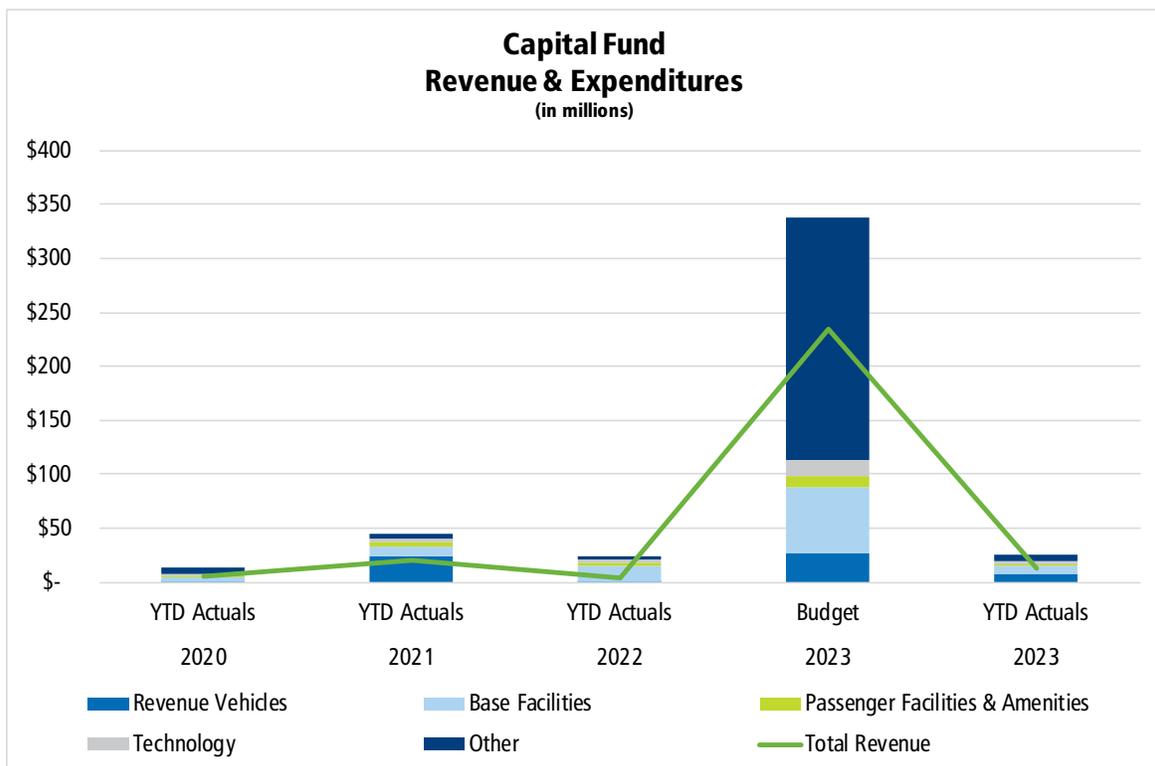


Capital Budget

Capital Fund is designated to provide funding and budgets for projects that meet the guidelines of capital, broadly defined as greater than \$5,000, or aggregate purchases over \$50,000, and useful life of more than one year. Capital projects are budgeted for the full amount in the year that they are added to the capital portfolio. Any unspent budgets are carried forward to the next budget year along with any remaining funding. Funding for projects is received from Federal, State, and other sources and is project specific. Expenditures over revenue are covered using reserves and transfers from the Operating Fund. Classifications of capital expenditures are defined by the National Transit Database (NTD).

	2020 YTD Actuals	2021 YTD Actuals	2022 YTD Actuals	2023 Budget	2023 YTD Actuals
Revenue					
Interest	\$ 348,883	\$ 47,013	\$ 246,386	\$ 175,000	\$ 1,419,375
Grants	5,532,289	20,477,473	4,180,655	234,631,590	\$ 10,832,750
Total Revenue	\$ 5,881,172	\$ 20,524,485	\$ 4,427,041	\$ 234,806,590	\$ 12,252,126
Expenditures					
Revenue Vehicles	\$ 8,126	\$ 23,452,272	\$ 10,213	\$ 26,452,730	\$ 7,978,824
Base Facilities	5,227,817	8,986,913	15,576,024	61,899,580	\$ 6,731,201
Passenger Facilities & Amenities	738,807	4,616,248	1,907,487	9,831,360	\$ 2,203,051
Technology	2,044,969	2,753,689	3,217,780	15,595,150	\$ 2,881,748
Other	5,424,814	5,243,277	4,013,556	223,540,660	\$ 6,055,120
Total Expenditures	\$ 13,444,533	\$ 45,052,400	\$ 24,725,060	\$ 337,319,480	\$ 25,849,944
Net Income (Loss)	\$ (7,563,361)	\$ (24,527,915)	\$ (20,298,019)	\$ (102,512,890)	\$ (13,597,819)

% Covered by Outside Funding 41.15% 45.45% 16.91% 69.56% 41.91%



Transfers

Transfers made from the Operating Fund to the Insurance and Capital Funds are to cover reserve requirements and expenditures. Transfers out from the Operating Fund and into the Insurance and Capital Funds net to zero and are not considered an actual revenue or expenditure in any fund. Below is a historical view of transfers made between funds.

	2020 Actuals	2021 Actual	2022 Actual	2023 Budget	2023 Actual	% of Budget
Operating Fund	(22,189,135)	(20,647,692)	(61,510,479)	(61,383,510)	(5,835,100)	9.51%
Insurance Fund	2,758,476	334,904	2,098,101	5,835,100	5,835,100	100.00%
Capital Fund	19,430,659	20,312,788	59,412,378	55,548,410	-	0.00%

Balances

Ending balances include the required reserves for the operating, insurance, and capital funds. The Board of Commissioner's reserve policy supports management decision-making by avoiding revenue-expenditure imbalances, supporting stable service delivery, and assuring funds are available for operations, self-insurance programs, and planned capital acquisition during economic downturns or other unanticipated events.

	Operating	Insurance	Capital
Beginning Balance	\$ 123,185,702	\$ 1,071,299	\$ 87,148,759
Revenue	145,803,084	101,230	12,252,126
Transfers-In	-	5,835,100	-
	<u>\$ 145,803,084</u>	<u>\$ 5,936,330</u>	<u>\$ 12,252,126</u>
Expenditures	103,756,265	1,234,565	25,849,944
Transfers-Out	5,835,100	-	-
	<u>\$ 109,591,365</u>	<u>\$ 1,234,565</u>	<u>\$ 25,849,944</u>
Ending Balance	<u>\$ 159,397,422</u>	<u>\$ 5,773,064</u>	<u>\$ 73,550,940</u>
Required Reserve	\$ 27,076,710	\$ 1,200,000	\$ 8,500,000
Margin (Deficit)	\$ 132,320,712	\$ 4,573,064	\$ 65,050,940

Reserve Requirements

Operating: A minimum of two months of agency operating expenditures of the current year and is currently \$27.1 million.

Insurance: An adequate level to protect the agency from self-insurance risk. The level is reviewed periodically and is currently \$1.2 million.

Capital: A minimum of 50% of the previous three years average of annual asset depreciation at any point in the Six-Year Financial Plan; 100% in the final year of the Six-Year Financial Plan and is currently \$8.5 million each year and \$17.0 million in the final year.

Budget Revisions & Amendments

Budget revisions are done when the approved budget moves from one account to another. Revisions do not have a financial impact on the agency budget. Budget revisions do require the Board of Commissioners' approval when capital projects are increased by \$50,000 or more cumulatively over the life of the project.

Budget amendments occur when unforeseen expenses are expected, and the agency budget is increased. Budget amendments require Board of Commissioner approval. Below is a list of changes made to the budget in the 2nd quarter of 2023 and a table showing the new fund balances caused by the changes.

Fund	Item Description	Quarter	Beginning Fund Balance	Revenues	Transfers-In	Sources	Expenditures	Transfers-Out	Uses	Ending Fund Balance	Fact Sheet or Resolution #
Operating											
	Beginning Fund Balance Adjustment from Estimate to Actual	1	16,842,344			-			-	16,842,344	N/A
	Transferred Operating Budget to Capital for Public Safety Vehicl	3				-	(150,000)		(150,000)	150,000	
			16,842,344	-	-	-	(150,000)	-	(150,000)	16,992,344	
Insurance											
	Beginning Fund Balance Adjustment from Estimate to Actual	1	1,955,691			-			-	1,955,691	N/A
			1,955,691	-	-	-	-	-	-	1,955,691	
Capital											
	Beginning Fund Balance Adjustment from Estimate to Actual	1	31,684,280			-			-	31,684,280	N/A
	Increase Project #638 - Bus Replacement 2023	3		4,669,060		4,669,060	5,836,330		5,836,330	(1,167,270)	2023-027
	Add Project #649 - Public Safety Vehicle Expansion	3				-	150,000		150,000	(150,000)	2023-033
			31,684,280	4,669,060	-	4,669,060	5,986,330	-	5,986,330	30,367,010	
	Grand Total		50,482,315	4,669,060	-	4,669,060	5,836,330	-	5,836,330	49,315,045	

Budget Revision & Amendment Highlights:

2023 Beginning balances were up \$50,482,315 compared to budget due to underspending the budgeted 2022 year-end estimates agency wide. The 2023 Bus Replacement project was increased by \$5,836,330. This is offset by \$4,669,060 in FTA funding. A project to purchase two public safety vehicles was added to our capital portfolio.

Projects Closed this Quarter

Project Number & Name	Budget	Actual
576 – EAM Upgrade (Cancelled)	\$48,877	\$0
590 – Kimball Drive Park & Ride	\$400,755	\$398,795
591 – North Purdy Park & Ride	\$261,419	\$261,419
592 – Parkland Transit Center	\$363,170	\$361,411
613 – BRT System Expansion Study	\$837,303	\$805,787
632 – Building 5 Conference Room Chair Replacement	\$35,000	\$33,109

Public Safety Quarterly Report

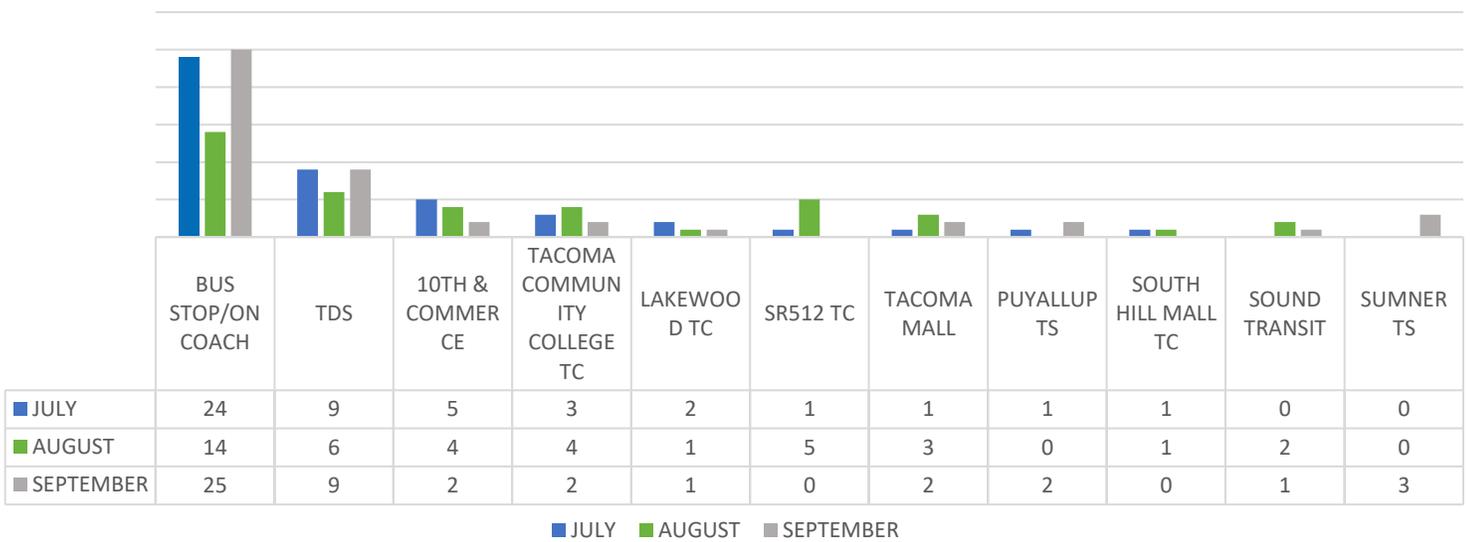
Quarter 3 - 2023

Employee Assaults

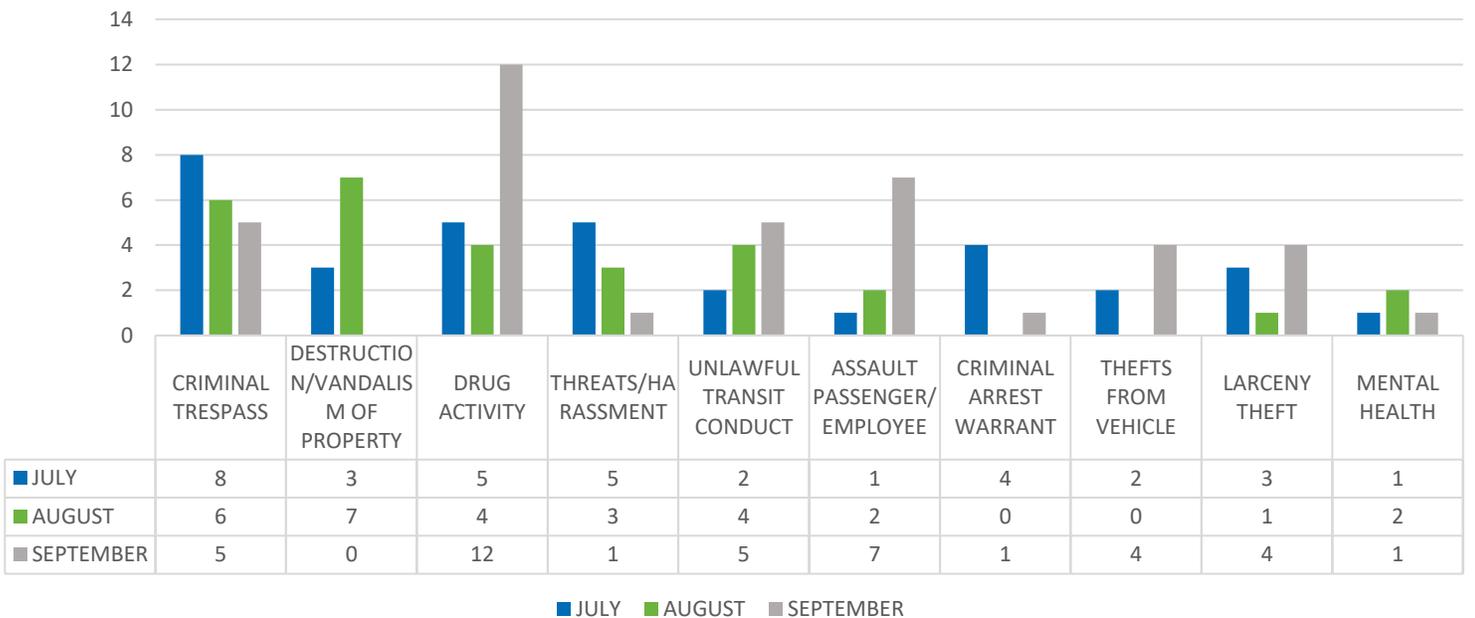
Third quarter employee assaults – 4.

- Service Supervisor was hit
- PSO was assaulted while trying to break up a fight
- Operator was spat on
- Operator was pepper sprayed

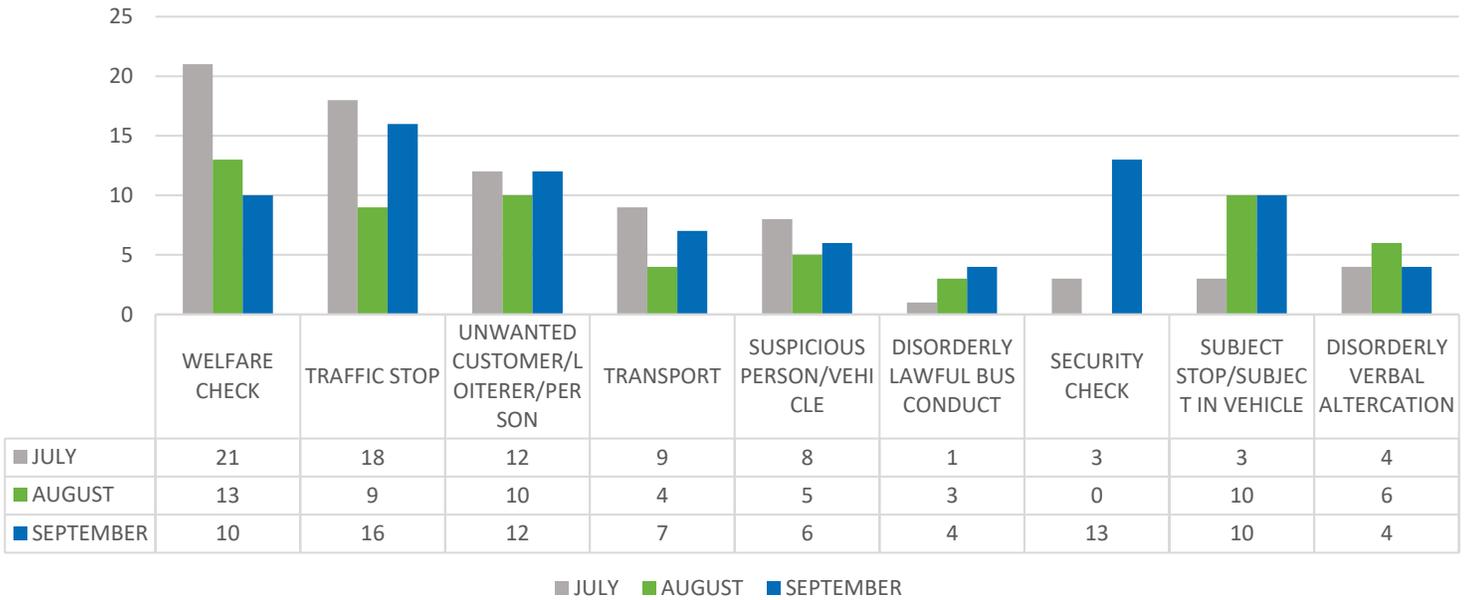
Transit Incidents by Location - Quarter 3 - 2023



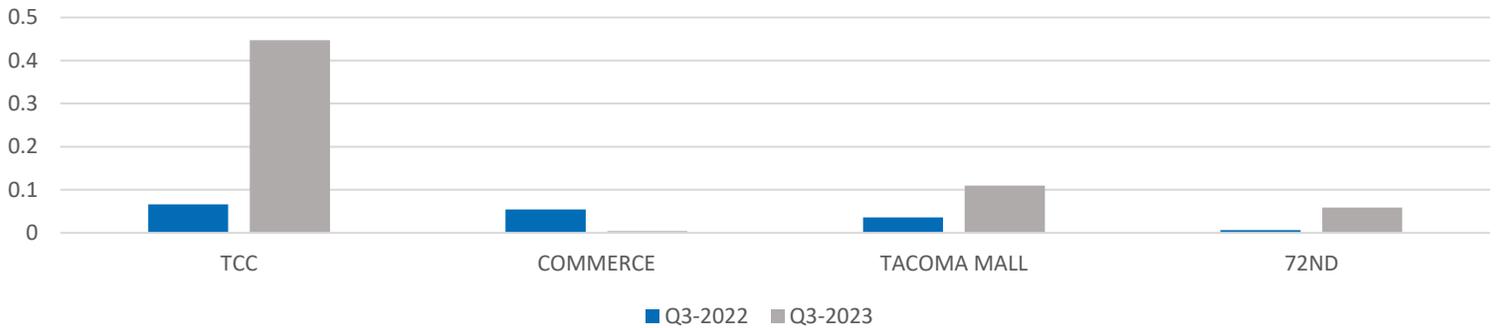
Documented Offenses - Quarter 3 - 2023



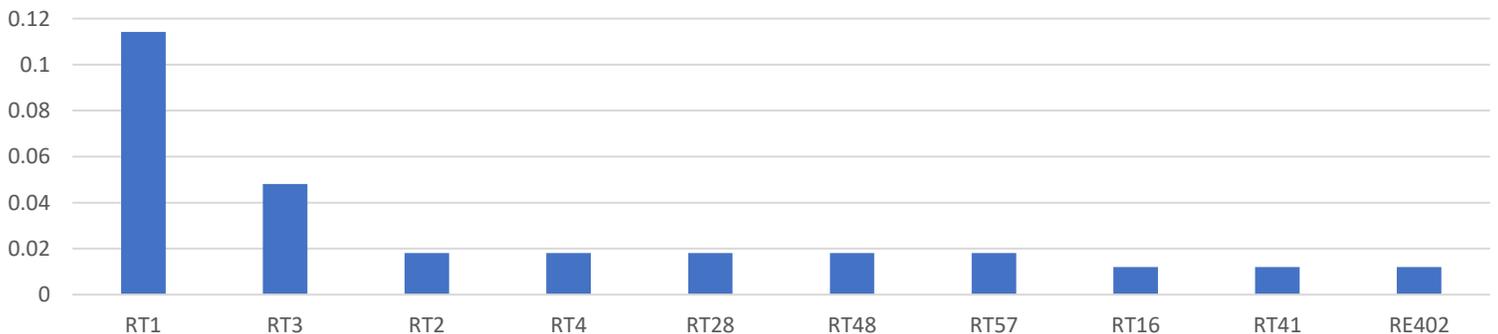
Public Safety Calls - All Agencies (Except PSOs and Federal Way) Quarter 3 - 2023



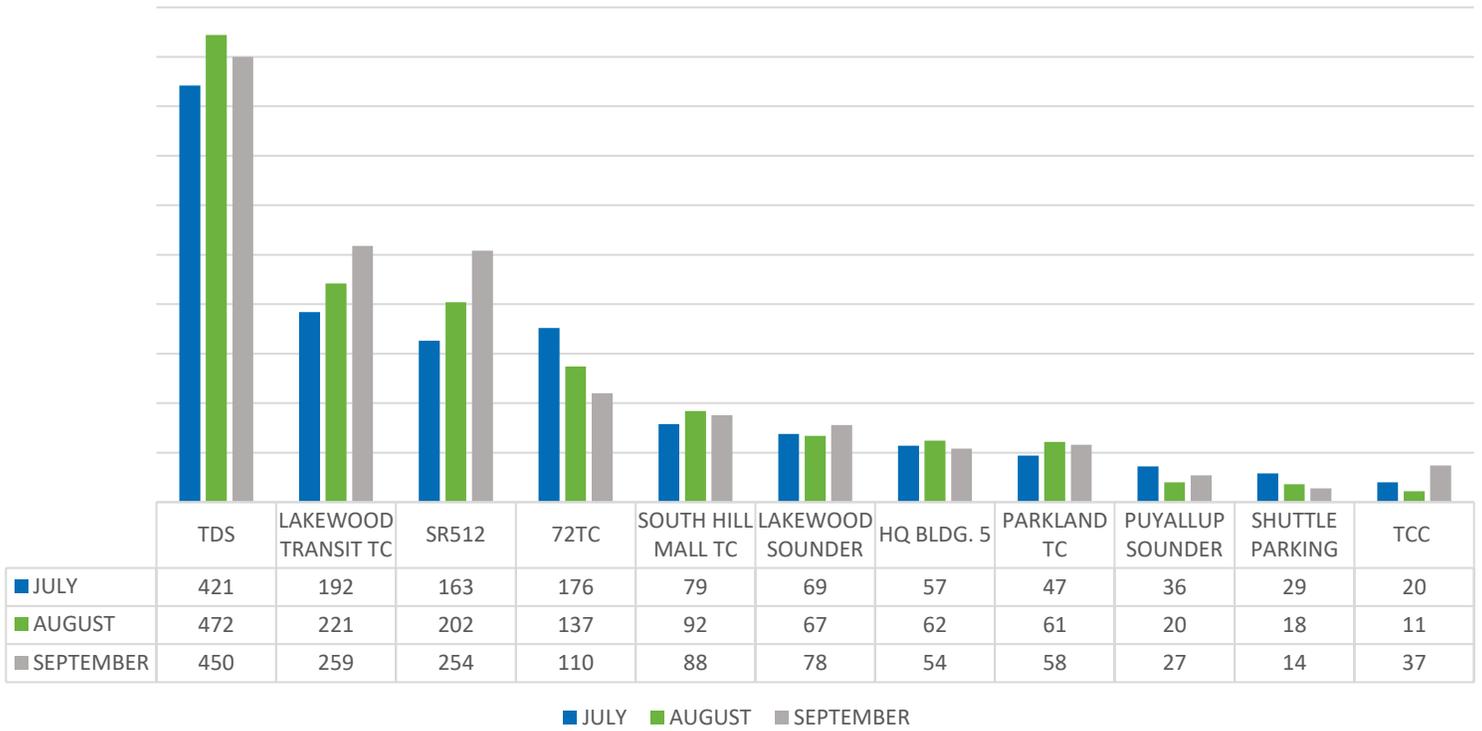
Incidents per 10K Boardings at Allied Security Staffed TCs Q3 - 2022 vs Q3 - 2023



Security Incidents per 10,000 Boardings: Top 10 Routes Quarter 3 - 2023



Facilities Checks Performed - Quarter 3 - 2023



Bus Checks by Route - Quarter 3 - 2023

