

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
June 18, 2025

The Intercity Transit Authority took a tour of the Pattison Maintenance Building Construction Site prior to the start of the regular ITA meeting. Board members met in the lobby of the AdOps building at 3:30 p.m. The tour ended at 4:30 p.m.

CALL TO ORDER

Vice Chair Pierce called the meeting of the Intercity Transit Authority to order on June 18, 2025, at 5:30 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Vice Chair and Community Representative Sue Pierce; City of Tumwater Councilmember Kelly Von Holtz; Thurston County Commissioner Carolina Mejia; Community Representative Wendy Goodwin; Labor Representative, Mark Neville; City of Olympia Councilmember Clark Gilman; City of Lacey Councilmember Robin Vazquez.

Members Excused: Chair and City of Lacey Councilmember Carolyn Cox; City of Olympia Councilmember Robert Vanderpool; Community Representative Justin Belk; City of Yelm Councilmember Brian Hess.

Staff Present: Peter Stackpole; Pat Messmer; Amanda Collins; Dena Withrow; Heather Stafford; Jana Brown; Jonathon Yee; Katie Cunningham; Matt Kenney; Noelle Gordon; Nicole Jones; Jane Denicola; Jonathan Martin; Thera Black; Daniel Van Horn; Michael Maverick; Tammy Ferris; Rob LaFontaine; Brian Nagel; Jason Aguero; Jessica Gould; Ramon Beltran; Brenden Houx.

Others Present: Jeff Myers, Legal Counsel; Margaret Janis and Suzanne Simons, Community Advisory Committee; Patrick Holm and Ryan Shea from SCJ Alliance; Eric Wood from Stantec; Alex Chicano from FORMA.

APPROVAL OF AGENDA

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

PUBLIC COMMENT – None.

APPROVAL CONSENT AGENDA

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

- A. Minutes – May 7, 2025, and May 21, 2025, ITA Meetings.**
- B. Payroll May: \$3,651,286.25**

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- Warrant Number: 42784 in the amount of **\$4,182.23**
- ACH Payment Amount: **\$3,647,104.02**
- C. **Accounts Payable May: \$36,723,328.11**
 - Disbursed Warrants 42627-42783 & 42785-42828 in the amount of **\$3,652,769.01**
 - Voided Warrant: 0
 - ACH Payments: **\$19,559.10**
- D. **Landscaping & Grounds Maintenance Services Contract Renewal.** Renew the Landscaping and Grounds Maintenance Services contract with American Landscape Services, LLC at Intercity Transit facilities for a period of one year in the amount of \$148,298. (*Noelle Gordon*)

NEW BUSINESS

- A. **Vanpool Vehicle Purchase.** Procurement and Project Management Coordinator Noelle Gordon presented the purchase of replacement vehicles for the Vanpool program. Intercity Transit is seeking authorization to purchase **34 new 2026 Toyota Sienna Hybrids** from Toyota of Yakima under Washington State Department of Enterprise Services (DES) Contract No. 28423. This acquisition will facilitate the replacement of the aging vehicles in our vanpool fleet. These replacements are essential for maintaining a reliable and effective Vanpool program for our community.

Ordering and production of this type of vehicle has been extremely limited over the last few years. Despite these challenges, Intercity Transit is actively working to purchase all 34 new 2026 Toyota Sienna Hybrids. Staff is collaborating closely with Toyota of Yakima to secure all 34 replacements needed for the aging vehicles in our fleet.

Intercity Transit has received a Public Transit Rideshare grant from the Washington State Department of Transportation (WSDOT). This grant will be used to support our Vanpool program by assisting us in purchasing **15 of these 34 replacement vehicles**. The total order value for these vehicles will not exceed the budgeted amount of \$1,629,460.

As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to procure vehicles through DES Contract 28423, which was awarded to Toyota of Yakima via a competitive bidding process. Staff concurs with DES's assessment that the pricing is fair and reasonable, and that Toyota of Yakima has the ability to perform. Our past experience with Toyota of Yakima and Toyota vehicles gives staff confidence that these new Sienna's are mechanically sound and will serve our agency and vanpool program effectively for years to come.

It was M/S/A by Goodwin and Gilman to authorize the General Manager, pursuant to Washington State Contract 28423, to purchase replacement

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vehicles to support our Vanpool program in the amount not-to-exceed \$1,629,460.

- B. East Martin Way Gateway Station Roundabout Project Update.** Stackpole introduced Patrick Holm and Ryan Shea from SCJ Alliance, who presented the intersection control evaluation. The project's primary goal is to enable U-turn movements for Intercity Transit to potentially service the area. They evaluated three alternatives: a roundabout, a no-build option (existing signal), and a proposed signal with a dedicated bus U-turn lane.

The existing intersection operates as a traffic signal on Martin Way, a high-volume, 5-lane arterial. The evaluation considered current conditions and a 20-year horizon, using predictive modeling from the Thurston Regional Planning Council and localized development pressures. ADT (Average Daily Traffic) refers to 24-hour daily volume, while DDHB (Design Directional Design Hourly Volume) signifies the highest hourly volume in a single direction, typically the PM peak in this case.

Operationally, the roundabout option shows the best performance, with a Level of Service A (less than 10 seconds delay) in both the opening year and future, and minimal queues (120 feet max). The proposed bus U-turn signal operates at Level of Service D (around 40 seconds delay), with queues growing from 335 feet initially to almost 600 feet in the future, potentially impacting commercial and residential driveways. The existing signal (no-build) performs slightly better initially (Level of Service C, 30 seconds delay) but deteriorates to Level of Service D in the future, with queues reaching 565 feet.

Regarding driveways, the roundabout would not adversely impact adjacent right-in/right-out driveways due to frequent gaps and slower speeds. It also allows for an acceleration lane for the Ridgeview neighborhood, improving their exiting potential. The bus U-turn signal, while meeting concurrency standards, would result in smaller gaps, faster cars, and longer queues that could eventually interfere with commercial access.

Safety is a critical factor. Roundabouts are statistically much safer than traffic signals, reducing conflict points from 32 to 8, shortening pedestrian crossings, and involving slower speeds and less severe collision angles. The current intersection has had one fatal pedestrian collision and a serious bicycle collision in the last five years. A roundabout would dramatically increase safety, while the bus U-turn signal would not change the existing safety conditions. Cost-wise, the roundabout has a capital cost of \$4.8 million due to the need for regrading and infrastructure updates, including right-of-way acquisition. The bus U-turn signal, being a modification of the existing signal, would cost \$1.5 million.

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The report recommends proceeding with the roundabout. It provides maximum flexibility for Intercity Transit's U-turn goals across all legs, unlike the single U-turn offered by the signal option. The roundabout significantly enhances safety and offers superior operations for both current and future traffic volumes.

Furthermore, its strong safety benefits would significantly improve its fundability through future grants, which often prioritize safety elements.

During the discussion, questions arose regarding I-5 traffic diverting onto Martin Way and potential measures for managing left turns from the Ridgeview neighborhood. The presenters explained that the roundabout's acceleration lane for Ridgeview would improve safety by allowing drivers to focus on one lane of traffic. Signage, including "roundabout ahead" signs and construction-related messaging, would be implemented.

Community outreach, especially with the Ridgeview neighborhood, is planned as a crucial next step, including visualizations and potentially simulators to help residents understand the changes. The point was made that the roundabout could help slow down traffic in an area currently treated like a freeway.

Concerns about pedestrian safety at roundabouts were raised, with suggestions for potential pedestrian bridges or relocating crosswalks further from the roundabout. The presenters confirmed that the proposed crosswalks would be outside the roundabout circle, where speeds are slower.

Neuville raised concerns regarding pedestrian safety at the proposed roundabouts, particularly due to the speed of traffic and the current design's lack of pedestrian-friendly features, especially near I-5. It was suggested to consider long-term solutions such as pedestrian bridges or under-crossing tunnels to separate foot traffic from vehicles. SCJ confirmed these specific options had not yet been explored. Another suggestion was to move the crosswalks outside the immediate roundabout circle, relocating them further into the Riverview area, potentially mid-block near Costco, where traffic would have already slowed down. This change, which aligns with findings from an audit of the area, was proposed as a safer alternative to the current placement within the roundabout.

Von Holtz shared insights from a project with the City of Shoreline, where they are constructing roundabouts off I-5 on 145th. This project features a significant public engagement component, including a simulator that demonstrates how to drive in the new roundabouts and visualizes their final appearance. Von Holtz suggested that, while the current project may not be as large, incorporating a similar approach would be beneficial. She emphasized the importance of providing residents and motorists with a "hands-on" experience or at least a clear understanding of the roundabouts before completion, as many people mistakenly perceive them as unsafe when they are often safer. Shea fully agreed, confirming their public outreach will include visualizations and realistic models based on engineering drawings to show what the roundabouts will look like.

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Mejia reiterated a previous public comment concern regarding neighborhood access points and their impact on residents. Specifically, she asked how the study addressed ensuring that entering and exiting specific neighborhoods would not create an additional burden. In response, it was explained that all immediate driveways next to the intersections are currently "right in, right out," meaning the roundabout itself would not affect these specific access points. However, driveways for one or two gas stations located further north and south, which are not restricted to "right in, right out," could be impacted by queues from a bus U-turn signal option. The Ridgeview driveway, situated 700-800 feet east of the intersection, is far enough away to avoid being affected by queues from any of the proposed options. Furthermore, the roundabout option offers the benefit of adding an acceleration lane for Ridgeview, potentially increasing their exiting potential compared to the current scenario, whereas the bus U-turn option would maintain the existing access conditions.

The presentation will also be given to the Thurston County Commissioners as part of the interlocal agreement process. The presenters also noted the significant operational cost of the alternative U-turn option a mile up the road, if pursued.

- C. Pattison Construction Update.** Construction Project Coordinator, Jonathan Martin, introduced Eric Wood from Stantec and Alex Chicano from FORMA, who then provided an update on the Patterson construction project, which is being executed in multiple phases to ensure Intercity Transit remains operational throughout the remodel.

Project Phases and Progress - The project began in March 2023 and is designed with four main phases. Phase one, completed in August 2023, focused on underground infrastructure, including relocating the electrical transformer, installing a new one on Patterson Street, and civil work for infiltration galleries. This laid the groundwork for subsequent above-ground construction.

Phase two, from August 2023 to May 2024, involved building the new employee parking lot. This phase also required significant underground civil infrastructure, another infiltration gallery, and the construction of a block wall to retain the parking lot and admin building foundation. Crucially, this phase included the demolition of the old admin building and the skybridge.

Phase three moved to the far east side of the site, focusing on the third and final infiltration gallery and the construction of a temporary pre-engineered metal structure. This building, along with new bus tarmac and concrete slabs, served as a temporary maintenance facility. This allowed Intercity Transit's maintenance operations to move into the temporary structure, freeing up the main facility for the final phase.

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Phase four, the "heart of the project," began in January 2025 and involves a comprehensive remodel of the main maintenance facility. This includes a complete facelift with new exterior and interior finishes, as well as updated mechanical, electrical, and plumbing systems. The new roof is currently being installed, and the goal is to dry in the building for winter to complete interior finishes. The current projection is to finish this phase and move staff back into the remodeled structure by summer 2026.

Financial and Future Considerations - The North Parcel project, the initial phase, came in slightly under its \$40 million contract, saving approximately \$300,000, which will be carried over to the South Parcel. The current contract with FORMA for the South Parcel is approximately \$38 million. So far, \$17 million has been spent, and the project is currently on budget for the existing scope.

Looking ahead, potential changes are being considered to accommodate Intercity Transit's zero-emission fleet transition. This includes potentially reprogramming the temporary metal structure to remain a permanent building for zero-emission infrastructure, rather than becoming covered parking. Additionally, there are plans to incorporate site infrastructure for hydrogen-powered vehicles, such as installing conduits underground while concrete is removed. These potential additions may require further authorization and funding, and the team expects to return with more detailed plans in the coming months. The overall project, including this additional scope, is anticipated to be completed by late 2026 or early 2027.

The team also presented a rendering of the final state of the site, showcasing the completed South Parcel and the re-envisioned metal structure.

Yee provided an update on the construction project, noting that while initial cost estimates were lower, revenue and grants have successfully funded the project without needing bonding. The North Parcel project concluded slightly under its \$40 million contract, resulting in a \$300,000 saving in construction costs, which is being carried over to the South Parcel. The South Parcel, still in progress, has a current contract of approximately \$338 million with FORMA, with \$17 million spent so far and an expectation to remain on budget for the current scope. However, the project's evolving nature and the upcoming transition to a zero-emission fleet are prompting potential long-term plan changes. A temporary structure initially intended for covered parking is now being considered for repurposing as a permanent building to house infrastructure for zero-emission vehicles. Additionally, with the current zero-emission plan including hydrogen-powered vehicles, there's a need to incorporate additional underground site infrastructure, such as conduits and pathways, while the ground is already open. These potential changes may lead to further requests for authorization in the coming months as plans are fine-tuned. The South Parcel is projected to be completed in late 2026, with the additional scope potentially being integrated

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into the 2027 timeframe. Yee concluded by sharing a rendering of the proposed final state of the site, which currently remains under construction.

The ITA expressed appreciation for the project's progress and the team's efforts over the past five years.

D. Hydrogen Refueling Station Contract Award. Procurement Manager, Katie Cunningham, presented a contract to Hyfluence Systems Corp. for a Hydrogen Refueling Station and related services. Intercity Transit released a Request for Proposals (RFP) for a Hydrogen Refueling Station on November 18, 2024. The purpose of the RFP was to establish a contract with a qualified contractor to provide hydrogen refueling station equipment, installation, commissioning, ongoing maintenance, and related goods and services, to support the successful deployment of five (5) 40' Hydrogen Fuel Cell Electric Buses (FCEBs).

A total of eight (8) proposals were received, three (3) of which were deemed responsive and determined to conform to the RFP requirements. Proposals were evaluated by Fleet and Facilities Maintenance and Procurement staff in accordance with criteria established in the RFP. Based on the evaluation of non-cost proposal factors, cost proposal factors, and proposer interviews, Intercity Transit determined that Hyfluence is the responsible proposer who best meets all RFP requirements and is the most advantageous to Transit to provide the Hydrogen Refueling Station and related services.

The cost of the Hydrogen Refueling Station equipment, including sales tax, is \$3,169,926. The total cost of the additional support services, including but not limited to, project management, design support, construction and installation support, commissioning, and an initial five (5) year maintenance plan, is \$1,055,787. With an approximate 8% contingency to allow for any unforeseen additional needs, the total requested amount is \$4,608,730.

Hyfluence focuses exclusively on the design and delivery of hydrogen fueling systems and equipment. The company was formed in 2022 by a team with decades of experience, innovation and advancements in the development and deployment of hydrogen infrastructure. In addition to providing the necessary refueling equipment, Intercity Transit believes the Hyfluence team will provide significant value through its project and maintenance services and recommends approval of the contract.

Gilman inquired about the volume of fueling for the \$1 million annual cost, asking about the number of coaches or miles supported. Yee clarified this is an interim solution for a demonstration project to test the technology, designed to support the five buses currently being purchased, and potentially up to ten, as long as a reliable fuel source for refills is available. He added that future plans would involve larger storage and dispensing sites.

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Pierce asked about the contract's duration, specifically if a "six-year contract with five one-year renewal options" meant a total of an eleven-year span. Cunningham confirmed there is the potential for five additional years beyond the initial six. She further explained the equipment has an anticipated 13-month lead time, followed by a five-year initial maintenance agreement, after which annual renewals are optional.

It was M/S/A by Mejia and Von Holtz to authorize the General Manager to execute a six-year contract, with five one-year renewal options, with Hyfluence Systems Corp. to provide a Hydrogen Refueling Station, and related services, in the amount of \$4,608,730 which includes sales tax and an approximate 8% contingency.

- E. 2025 Mid-Year Budget Update & FTE Adjustment.** Chief Financial Officer Jana Brown presented a mid-year review of the 2025 Budget and increase of 2025 Fulltime Equivalent allocation. The ITA may revise the annual budget anytime throughout the year. In the spirit of promoting transparency and accountability, the General Manager requested the Intercity Transit Budget be reviewed mid-year by staff to identify unexpected projects or initiatives, revise costs, identify changes to funding resources and provide an update to the ITA and bring forward any additional needs.

The following changes and/or needs were identified:

- Salaries and Benefit adjustment with the ratification of the Amalgamated Transit Union (ATU) 2025-2027 contract, as well as the reconciliation of staffing changes due to terminations, retirements and new hires, the increase to supplemental retirement, the implementation of the agency wellness benefit and the increase of 31 FTEs. (\$7,225,935)
- Removal of the existing contingency in the 2025 budget for what-was the anticipated ATU contract settlement. (-\$500,000)
- Increased legal costs due to ongoing legal services related to outstanding and anticipated employment issues (\$50,000), and
- Increased legal costs due to the recent actions of the Federal Transit Administration (FTA) orders potentially jeopardizing our federal grant funding (\$25,000).

Resulting in the following budget changes needed:

Budgeted Expenditure Change:	
Addition to Salaries and Wages	\$7,225,935
Reduction to GWI Contingency	-\$500,000
Addition to Legal Professional Services	\$75,000
Total Net Change to Budget:	<u>\$6,800,935</u>

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During the 2025 Budget process last year, many staffing requests were put on hold considering the uncertainty of grant funding and whether Intercity Transit would have continued financial resources. As we progress forward with increased services many of those requests have resurfaced as the needs are still present. The following is more detailed information for consideration of these requests:

- **20 Coach Operators:** As Intercity Transit services expand, this measure will help ensure sufficient staffing to meet increasing demands. The added capacity will provide continuity during periods of hiring, training, and workforce transitions while also supporting a healthy and sustainable work environment for frontline staff.
- **4 Fleet Technicians:** This request seeks to expand graveyard shift coverage to a full 24/7 schedule from Wednesday to Saturday. This adjustment will ensure the Fleet Division is always on-site, providing continuous support to Operations while buses are in service 7 days per week. With transit operations projected to reach 128% pre-pandemic levels in 2025, the Fleet Division must expand to accommodate an additional 28% increase in service.
- **1 Fleet Maintenance Supervisor:** This position will ensure essential oversight of the expanded maintenance support required to accommodate increased services.
- **2 Inventory Specialists:** This request aims to strengthen support for the expanding Facilities and Fleet divisions by increasing capacity for parts and service research, order processing, and delivery. It will also extend coverage into evening and night shifts to ensure seamless operations of the Inventory Division.
- **1 Administrative Assistant:** The Executive Department has been utilizing temporary staff to help manage workload demands as Intercity Transit continues to experience increased public records requests and support needs. Given the long-term necessity and the role's ongoing presence, there is a strong interest in transitioning this into a permanent position.
- **1 Human Resource (HR) Analyst:** Last year, the agency established a Sr. HR Analyst position to lead the development of its workforce development program. However, ongoing recruitment demands have delayed progress in this area. To address this, the new HR Analyst role will be dedicated to recruitment, including community outreach, directly supporting the agency's service delivery goals and enabling workforce development initiatives to move forward.
- **0.5 Walk N Roll Program Representative:** Our part-time Bicycle Community Challenge Representative is retiring. Currently a seasonal role, this position operates for seven months each year. We are requesting the position transition to a full-time, year-round role. This expanded position will retain

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the responsibilities of the Bicycle Community Challenge Representative while incorporating additional programmatic duties with Walk N Roll growth.

- **1 Walk N Roll Program Representative and 0.5 Assistant:** Walk N Roll was awarded a 2025-26 Youth Development grant from Cascade Bicycle Club. This is the second year of receiving this grant. The 2025-26 grant includes an addition of 1.5 FTE. The additional staff will allow Walk N Roll to expand the Teens Biking to Destinations Program to more of Intercity Transit's service area and serve more youth. These positions are 100% grant funded.

It was M/S/A by Vazquez and Von Holtz to accept the budget amendment as presented, approving the FTE number increase from 546.5 to 577.5 and adopting Resolution 02-2025 amending the 2025 Budget.

F. Employees' 401(K) Retirement Plan & Trust Update. Chief Financial Officer Jana Brown provided an overview of the planned changes and restatement of the Employees' 401(k) Retirement Plan and Trust highlighting significant changes driven by federal mandates and recent labor contract ratifications. The plan, last fully updated in 2014, is undergoing a comprehensive refresh to incorporate the Further Consolidated Appropriations Act of 2019 (FCAA) including the Setting Every Community Up for Retirement Enhancement Act (SECURE Act) and SECURE 2.0 Act of 2022, the Taxpayer Certainty and Disaster Tax Relief Act of 2019, and the Coronavirus Aid, Relief, and Economic Security Act (CARES) alongside adjustments due to new labor agreements and general language cleanup. The effective date for these changes is June 1, 2025.

Key changes include a clarified compensation definition, explicitly excluding items like employee appreciation bonuses and commute fringe benefits from deferred compensation calculations, while including vacation cash-outs. A major change mandates the participation of part-time and temporary employees after one year of employment, with employer matching becoming mandatory if they choose to participate. Outdated sections related to vesting and distinctions based on Medicare participation (which Intercity Transit now fully participates in) have been removed.

The updated plan also incorporates provisions from Secure 2.0, such as the ability for employers to offer incentives for plan participation (though not mandated). Participation procedures are better defined, requiring forms for re-enrollment. The plan also removed the mandatory 6.2% minimum contribution, allowing employees to start with any amount, such as \$20, to encourage earlier participation. A "super catch-up" provision has been added for older employees (age 50 and over), allowing them to contribute more to their retirement savings. For 2025, the standard 401(k) contribution limit is \$23,500, with a \$7,500 catch-up contribution for those age 50 and over (totaling \$31,000). For individuals aged 60-63, a higher "super catch-up" limit of \$11,250 applies, allowing for a total

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contribution of up to \$34,750. However, the employer match only applies up to 8.5% of compensation and does not extend to these super catch-up contributions.

A significant enhancement allows in-service withdrawals without penalty for specific reasons, including qualified birth or adoption, declared disasters, emergency personal expenses (\$1,000 limit), domestic abuse, or terminal illness. For terminated employees with balances between \$1,000 and \$7,000, a rollover to an individual retirement account (IRA) is now required, reducing an administrative burden for low balances. For those with \$1,000 or less, they can opt for an IRA rollover or will be automatically cashed out. The plan also incorporates a "Slayer statute" to prevent beneficiaries responsible for a participant's death from receiving funds and provides guidance for beneficiaries in complex situations like simultaneous deaths. Additionally, an enhanced loan provision allows for larger loans (up to \$100,000) in cases of federal disaster, which must be repaid, unlike some of the new penalty-free withdrawals. Vanguard remains the plan's partner, and will be expanded to manage the new in-service withdrawal approvals. Brown encouraged the ITA to review the draft document before the July 2, 2025, meeting.

G. Schedule Public Hearing 2025-2030 Draft TDP. Planning Deputy Director Rob LaFontaine presented an update on Intercity Transit's Transit Development Plan (TDP), a comprehensive document required for transit agencies in Washington state. The draft TDP is now complete, marking the readiness to begin the public comment and outreach process. The TDP serves as a compilation, incorporating previously adopted elements like the Capital Improvement Program (CIP) and Transportation Improvement Program (TIP). It also includes a recap of calendar year 2024 and projections for service and financial resources from 2025 through 2030. Consistent with state statute, the TDP must be filed with WSDOT by September 1. The presentation to the Community Advisory Committee (CAC) occurred on June 16. LaFontaine is seeking the ITA's approval to set a formal public hearing for the TDP at the July 16, 2025, meeting. The outreach plan involves publishing the document on the website, social media, and other channels to solicit public comments, culminating in the public hearing. This process will include planned operating changes, such as the upcoming September service change and a significant fixed-route network redesign scheduled for May 2026.

It was M/S/A by Goodwin and Mejia to authorize a public hearing on July 16, 2025, at 5:30 p.m. to receive public comment on the draft 2025-2030 Transit Development Plan.

H. Schedule Public Hearing September 2025 Service Change. Planning Deputy Director Rob LaFontaine presented a request for a second public hearing at the July 16, 2025, ITA meeting concerning Intercity Transit's September 2025 service change, which is classified as a major service change and thus requires an equity

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analysis under Title VI. The proposed change aims to enhance commuter service to Pierce County, specifically Joint Base Lewis-McChord (JBLM) via Madigan Gate, with assistance from Pierce Transit.

The new proposal will replace the existing Route 620 (commuter service to Lakewood) with two new routes operating in tandem between the Olympia Transit Center and the 512 Park-and-Ride. Route 600 (the "Hair") will be a direct commuter route from the Olympia Transit Center, with a stop at the Martin Way Park-and-Ride, before continuing to Lakewood. The Route 610 (the "Freedom Way") will also depart from the Olympia Transit Center, making additional stops at the Lacey Transit Center, the Hawks Prairie Park-and-Ride, and connecting with Pierce Transit Route 206 at Berkeley, which will enter JBLM through Madigan Gate.

This service change is significantly supported by a regional mobility grant from Washington state, providing a financial subsidy from July 1, 2025, through June 2029. This grant specifically targets the Route 610, designed with military families in mind. A map provided by TRPC shows a high concentration of military personnel by zip code within Intercity Transit's service area, particularly in North Lacey, Hawks Prairie, and Yelm, indicating this service is intended to connect these families to JBLM.

The draft document also includes the findings of an equity analysis, which concluded the proposed service change does not have a racial disparity or a disproportionate impact on low-income residents.

The proposed timeline involves executing the state grant agreement (pending), beginning the formal public comment process with outreach now that the draft is complete, and bringing the item back for final adoption in August before its September implementation.

LaFontaine provided further details regarding the proposed September 2025 service change, specifically a significant adjustment to the Route 610 alignment. He clarified that the Route 610, after leaving the Hawks Prairie Park and Ride, will now directly access I-5 northbound at the Marvin Road Interchange, instead of routing along Willamette Drive and Meridian. This change was made to optimize operational timing and provide significant time savings. The original, longer route would have forced a reduction in the number of trips offered in the schedule, which would be undesirable.

Pierce sought clarification on the new I-5 access point, confirming it's at Marvin Road. LaFontaine confirmed the bus would ride to the Hawks Prairie Park-and-Ride and upon leaving there go straight to the freeway at the Marvin Road interchange. Goodwin inquired about public feedback received regarding these route changes, particularly the shift from one route to two. LaFontaine explained

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these proposed changes are the result of extensive and ongoing public outreach, with Intercity Transit's customer comment module being a very active channel for feedback. He stated the proposal aims to fulfill long-standing requests for enhanced commuter service, particularly the constant theme of needing a connection to JBLM. He expressed hope the formal public comment period would affirm these pending requests. Regarding the split into two routes (600 and 610), he highlighted that passengers frequently cite travel time as a barrier to using the bus. The more direct Route 600 addresses this by minimizing stops, thereby reducing travel time and improving connections to other transit services like Sounder trains and to destinations like the airport. This demonstrates a responsiveness to diverse passenger needs, balancing comprehensive coverage with efficient travel times.

It was M/S/A by Von Holtz and Goodwin to authorize a public hearing Wednesday, July 16, 2025, at 5:30 p.m. on the September 2025 Major Service Change Summary and Draft Equity Analysis.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (June 6).** Von Holtz said the Council appointed Allison Osterberg as the Interim Executive Director, who will serve until a new executive director is officially appointed. The Council also approved the draft Executive Director Recruitment Roles and Responsibilities, which outlines responsibilities for the Executive Director Recruitment Committee, TRPC Interim Executive Director and Management Team, and Council during the recruitment for a new Executive Director. Additionally, the Council conducted their first review of the Regional Transportation Plan (RTP), including an overview of public comments received. Council members discussed the Log Cabin Road Connection and whether the project should be removed from the plan. Although the project has regional significance, members generally felt it could be removed from the plan since Olympia's Street Connectivity Study is necessary to determine if the Log Cabin Road Connection is still necessary; the study will be conducted sometime around 2030. Staff will take that direction and revise the RTP accordingly.
- B. Transportation Policy Board (June 11).** Mejia reported the Transportation Policy Board meeting included presentations on the high-capacity transportation policy statement and public comments and recommendations for the Regional Transportation Plan (RTP). Due to extensive discussion on the RTP, the Martin Way Crossing strategy was deferred to the next meeting. The primary focus of the RTP discussion was Log Cabin Road. The Chair of the TPB requested each representative consult their respective councils or organizations to determine whether to retain the Log Cabin Road project within the RTP or adopt the Thurston Regional Planning Council's (TRPC) recommendation to remove the project while retaining associated studies. The City of Olympia, a key

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stakeholder, objected to keeping the project in the RTP, and supported TRPC's recommendation. No action was taken on this matter. The TPB Chair also initiated a discussion on equity within the RTP, asking members to engage their organizations in this conversation. The next Transportation Policy Board meeting is scheduled for July 9. Pierce suggested connecting with Justin Belk and potentially adding an agenda item for the July 2 ITA meeting to discuss the ITA's position on Log Cabin Road, recommending that relevant background information be included in the meeting packet to inform members unfamiliar with the issue. Bergkamp will coordinate with Belk, Chair Cox and Vice Chair Pierce to ensure proper procedure for this agenda item.

- C. Community Advisory Committee (June 16).** Suzanne Simons said the CAC established an annual recruitment subcommittee with volunteers Doug Riddles, Margaret Janis, and Clair Bourgeois. The meeting included a presentation by Jana Brown on the mid-year budget adjustment, sparking considerable discussion regarding ongoing litigation and its potential effects on Intercity Transit. Additionally, members were briefed on the September service change and its equity analysis, leading to numerous comments from CAC members concerning JBLM and commuter services. Pierce encouraged attendance at the Regional Rodeo in Tumwater. The collaboration ad-hoc committee, focused on partnerships with surrounding public transit systems, reported continued outreach to other advisory groups and volunteers across the state. Finally, CAC members expressed gratitude to staff for implementing pilot programs for vision accessibility and inquired about plans to expand these programs to all bus stops.

GENERAL MANAGER'S REPORT

Development Director, Peter Stackpole filled in for General Manager, Emily Bergkamp.

- WSDOT awarded Intercity Transit \$833,440 from the Public Transit Rideshare Program for the 2025-2027 biennium to be used towards replacing vehicles from the vanpool fleet that have reached their useful life.
- The Community Transportation Association of the Northwest (CTANW) **awarded Intercity Transit "Large Transit of the Year"** among transits that serve a population of more than 200,000 people and are excellent at serving people with specialized transportation needs.

CTANW **also honored three Intercity Transit staff** for their contributions to sustaining community transportation programs to enhance mobility and equalize opportunity for people with a variety of specialized transportation needs:

- **Travel Trainer Morgan Hagquist** was honored for Excellence in Travel Training by being customer centered, finding creative ways to partner and

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address the needs of the community we serve, while being honest, transparent, responsible and accountable.

- **Dial-A-Lift (DAL) Dispatch Specialist Tom Pulling** was honored as the Dispatcher/Scheduler of the Year by demonstrating excellent rapport with driver communication with maintenance, problem solving skills, quick thinking and crisis management skills.
- **Dial-A-Lift Driver Rick Smart** was honored as Driver of the Year with 24 months of no preventable accidents, demonstrating flexibility, safe driving, reliability and providing great customer service.
- IT's Diversity, Equity and Inclusion Committee coordinated another wonderful celebration of Juneteenth with a BBQ potluck both at AdOps and OTC. Pulled pork and hot dogs were provided, along with a variety of yummy sides, and all were encouraged to bring a dish.
- Save the date for volunteer opportunities to support Intercity Transit's participation in Capital Pridefest! IT will host an information table at the Health & Wellness Fair on Saturday, June 28, and will have the Bubble Bus in the Pride Parade Sunday, June 29.
- Ride Transit Month continues during the month of June as a time to showcase the benefits of riding transit and encourage people who don't normally ride to give it a try. This also helps shed light on the vital role transit plays in our community. People can sign up to "Pledge to Ride" transit at least five times this month by going to <https://transportationchoices.org/ride-transit-month/>. You can share your ride by tagging us (@ IntercityTransit) and using #RideTransitMonth.

AUTHORITY ISSUES

Goodwin shared a positive experience while on the 8:30 a.m. bus, Route 6. She praised the fabulous transfer process between two buses and the handling by the Operators.

Myers provided a brief update on the ongoing federal government's compliance with a preliminary injunction, mentioning the government has appealed to the 9th Circuit Court of Appeals and is preparing legal briefs.

Pierce reminded everyone about the upcoming Regional Rodeo, with a call for volunteers to serve as judges, emphasizing that no experience is necessary and on-the-spot training is provided.

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ADJOURNMENT

With no further business to come before the Authority, Vice Chair Pierce adjourned the meeting at 8:04 p.m.

INTERCITY TRANSIT AUTHORITY

Carolyn Cox

Carolyn Cox, Chair

ATTEST

Patricia Messmer

**Pat Messmer
Clerk of the Board**

Date Approved: July 16, 2025

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