

AGENDA
INTERCITY TRANSIT AUTHORITY
Wednesday, October 15, 2025
5:30 P.M.
Board Room - 510 Pattison Street SE, Olympia

To observe the meeting remotely [**REGISTER HERE TO OBSERVE THE MEETING**](#)

Or by telephone - Toll Free: (844) 730-0140 / Phone Conference ID 788 015 288#

To provide Public Comment remotely, contact the Clerk of the Board at (360) 705-5860 or email pmessmer@intercitytransit.com by noon the day of the meeting to indicate your desire to provide public comment. You will be instructed on how to register. During the public comment portion of the agenda your microphone and video will be enabled.

CALL TO ORDER

RECOGNITION

A. WSTIP 2024 Safety Star Award, Matthew Branson, WSTIP Executive Director 10 min.

STAFF INTRODUCTIONS 5 min.

A. Ted Blankenship, Technician (*David Chaffee*)

1. APPROVAL OF AGENDA 1 min.

2. PUBLIC COMMENT 30 min.

3. APPROVAL OF CONSENT AGENDA 1 min.

A. Minutes - September 3, 2025, ITA Meeting and September 17, 2025, ITA/CAC Joint Meeting.

B. Payroll September: \$3,924,244.55

- Warrant Numbers: 43614-43615; 43714-43731 in the amount of \$23,837.30
- ACH Payments: \$3,900,407.25

C. Accounts Payable September: \$9,325,983.22

- Disbursed Warrants Numbers: 43510-43613 & 43616-43773; and voided warrant 43589 in the amount of \$9,314,055.35
- ACH Payments: \$11,927.87

D. Surplus Property Bus Shelter. Donate a surplus bus shelter to the City of Bucoda. The estimated value of the surplus bus shelter is \$500. (*Noelle Gordon*)

E. Surplus Property Vehicles. Declare the Vanpool and Facilities vehicles listed in Exhibit A as surplus. Intercity Transit received replacements for these vehicles

which have exceeded their useful life and are surplus to our needs. In accordance with Intercity Transit's process, once declared surplus the non-federally funded vehicles will be offered for direct purchase by other public agencies. The total value of the vehicles listed in Exhibit A is estimated at \$116,250. (Noelle Gordon)

4. NEW BUSINESS

A. Federal Advocacy Report (<i>Dale Learn, Gordon Thomas Honeywell</i>)	30 min.
B. Purchase of Operations Uniforms (<i>Noelle Gordon</i>)	5 min.
C. 2026 Budget Presentation and Set a Public Hearing (<i>Jana Brown</i>)	20 min.
D. Selection of CAC Candidates for Interviews (<i>Emily Bergkamp</i>)	10 min.

5. COMMITTEE REPORTS

A. Thurston Regional Planning Council (Oct. 3) (<i>Robert Vanderpool</i>)	5 min.
B. Transportation Policy Board (Oct. 8) (<i>Justin Belk</i>)	5 min.

6. GENERAL MANAGER'S REPORT

5 min.

7. AUTHORITY ISSUES

5 min.

ADJOURNMENT

Intercity Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see our [Non-Discrimination Policy](#).

Intercity Transit Public Board meetings are held at 510 Pattison Street, SE, Olympia. This facility is served by Routes 62A, 62B (on Martin Way), and 66 (on Pacific Avenue). Or use other alternate modes to attend this meeting: bike, walk, carpool, or vanpool.

Board materials are available at <https://www.intercitytransit.com/agency/transit-authority/meetings>.

In compliance with the Americans with Disabilities Act, those requiring accommodation to attend meetings or participate in providing public comment, please notify the Clerk of the Board 24 hours prior to the Authority meeting or public hearing. TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 786-8585.

Clerk of the Board: Pat Messmer – (360) 705-5860 – pmessmer@intercitytransit.com

Examples of special accommodation include:

- Sign Language Interpreters (ASL)
- Video Remote Interpreting (VRI)
- Real-time Captioning (CART - Communication Access Real-time Translation)
- Assistive Listening Devices (ALDs)
- Text Telephones (TTYs)
- Large Print Materials
- Braille Materials
- Audio Descriptions/Recordings
- Screen Reader Compatibility

- *Qualified Readers*
- *Accessible Digital Documents*
- *Guidance/Assistance*

**Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
September 3, 2025**

CALL TO ORDER

Chair Cox called the meeting of the Intercity Transit Authority to order on September 3, 2025, at 5:30 p.m. This was a hybrid meeting held at the Pattison Street facility.

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

Members Excused: City of Yelm Councilmember Brian Hess.

Staff Present: Emily Bergkamp; Pat Messmer; Dena Withrow; Katie Cunningham; Noelle Gordon; Nicole Jones; Jane Denicola; Daniel Van Horn; Michael Maverick; Rob LaFontaine; Jessica Gould; Peter Stackpole; Brenden Houx; Nick Demerice; Heather Dyson; Jesse Eckstrom.

Others Present: Jakub Kocztorz, Legal Counsel; Clair Bourgeois, Community Advisory Committee.

STAFF INTRODUCTION

- A. Nick Demerice introduced Heather Dyson, Marketing & Communications Representative.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

Larry Taylor of Olympia - Mr. Taylor represents several homeowners associations including Ridgeview 1-2, Nisqually Bluff, and Steilacoom Ridge. He spoke about the proposed roundabout near these communities. Taylor asserts the current intersection is safe as is. He contrasts this with data he's gathered about roundabouts, which he claims are not always safer. Taylor referenced a list of the 30 worst intersections in Washington state, claiming that four of the top six are roundabouts. He specifically highlighted the Marvin Road, Willamette Drive, and Britton Parkway intersection in Lacey, which became a roundabout in 2001. He said before 2001 there were only five accidents over a six-year period. After 2001 accidents increased dramatically, reaching a high of 55 in one year, which is an increase from less than one per year to nearly six per month. Taylor suggests that a recent decrease in reported accidents at this location is

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 2 of 7

misleading. He attributes the decrease to the addition of a new lane and a police shortage, which means fewer accidents are officially reported. Taylor mentioned he will send an email with links to studies and reports, including the full 12-page report on the worst intersections in Washington, for the Board members to review. He has also provided physical copies of a letter and other documents for the Board.

APPROVAL CONSENT AGENDA

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

- A. **Minutes – July 2, 2025, and July 16, 2025, ITA Meetings.**
- B. **Payroll July: \$4,283,229.34**
 - 1. Warrant Numbers: 43070-43073 & 43184-43204 in the amount of **\$26,869.35**
 - 2. ACH Payment Amount: **\$4,256,359**
- C. **Accounts Payable July: \$5,288,563.61**
 - 1. Disbursed Warrants numbers 43074-43183 & 43205-43301 and voided warrant numbers 42839, 43032, & 43139 in the amount of **\$5,268,415.67**.
 - 2. ACH Payments: **\$20,147.94**
- D. **State Advocacy Contract (Noelle Gordon):** Authorized the General Manager to execute a one-year contract extension with Foster Government Relations to provide State Legislative Advocacy Services in the amount of
- E. .
- F. **Federal Advocacy Contract (Noelle Gordon):** Authorized the General Manager to execute a contract amendment with Gordon Thomas Honeywell Governmental Relations to renew the contract for Federal Advocacy Services for a period of one year in the amount of \$96,000.

NEW BUSINESS

- A. **Vanpool Program Update.** Vanpool Manager, Lynne Cunningham provided an update on the agency's vanpool program. Cunningham, who has 32 years of experience in public transportation, describes vanpooling as a rideshare arrangement for groups of three to 15 people who commute to work together in an Intercity Transit van. The group determines their own route and schedule. Intercity Transit provides the vehicle, fuel, insurance, and maintenance, while participants pay an affordable monthly fare.

Cunningham continued with program impact and statistics:

- Environmental Benefits: In July 2025 alone, the vanpool program:
 - Reduced vehicle miles traveled by over 500,000 miles.

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 3 of 7

- Eliminated nearly 15,000 vehicle trips.
- Cut pollution by over 300 tons.
- Customers saved over \$300,000 in fuel and maintenance costs.
- Program Growth:
 - The program began in 1982 with two vans and now has 156 active vanpools.
 - These groups serve 363 employers across the Puget Sound region.
 - The agency recently achieved a milestone in having all its vans in service, with a focus on keeping the waitlist short for new riders.
- Commuter Habits:
 - Forty groups have been operating for 10+ years, showing the long-term value of the service.
 - The average vanpool travels 83 round-trip miles a day, a higher average than other agencies like Pierce Transit due to longer commutes to urban employment centers.
 - Over half of all vanpool participants volunteer to drive, highlighting a high level of customer engagement.

Cunningham continued with Vanpool Fares and Fleet:

- Fare Structure: The current fare structure is a five-year demonstration project that runs through 2026. The agency is currently analyzing data to propose a new, pre-paid fare structure for 2027. This change is intended to reduce administrative burdens and encourage more frequent ridership.
- Fleet Updates: The agency used a grant to purchase 22 new hybrid vehicles (14 Toyota Sienna's and 8 Toyota Camrys) to replace older vehicles. The five-passenger Camrys are in high demand among riders.

Employer and Industry Trends

- Top Employers:
 - Washington State employees make up the largest number of groups (35), despite many having hybrid work schedules.
 - Federal employers (including JBLM, 3C Tech, TSA, and Washington Army National Guard) account for a combined 43 groups.
 - Hardel is the largest private employer, with 18 vanpools, even though they do not subsidize fares.
 - Intercity Transit itself has 11 employee vanpools, demonstrating staff commitment to the service.
- Growth in 2024: Most new vanpools formed in 2024 were from the government sector, including state, federal, and military groups.

Cunningham said in addition to the commuter vanpool program, the Community Van service was established in 2003. It leases eight vans to 501(c)(3) nonprofits and government agencies to address unmet community

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 4 of 7

transportation needs. Examples include Sacred Heart Church, which uses vans to transport people experiencing homelessness to warming centers, and Nova School, which uses them for field trips.

Mejia requested an update on the vanpool fare structure pilot program. She noted the new, simplified fare system was intended to increase ridership and it seems to be working. Cunningham confirmed the new fare structure has made the service more attractive to customers, especially when compared to other agencies' higher fares. They are analyzing data from the pilot to develop a final proposal for a new, pre-paid fare structure for 2027. This change would not only maintain the affordability of vanpool fares with some changes but also reduce administrative burden and encourage more frequent use of the service.

Vanderpool expressed curiosity about how the vanpool program reaches out to smaller employers and individual commuters, given that most clients are large businesses and state agencies. Cunningham acknowledged it is easier to form groups at larger employers but explained they actively work to accommodate smaller groups and individuals. Senior Vanpool Coordinator, Kyle McPherson, helps individuals find open spots in existing vanpools, even if their workplace isn't the primary destination for that group. He also proactively looks for matches in the database to form new, smaller groups.

Bergkamp added they are actively marketing to downtown businesses to help employees from different small companies form groups. She noted the minimum mileage requirement for vanpools has been eliminated, which makes it easier to form shorter-distance groups.

Goodwin asked if the agency considered creating vanpools for healthcare workers, particularly those working different shifts, such as at Providence or Capital Medical Center. She shared her personal experience as a night shift worker and the difficulties of commuting alone. Cunningham confirmed they have been in touch with a transportation coordinator at Providence St. Peter's Hospital and successfully formed a vanpool there. She explained that once the first vanpool forms, it often creates a "snowball effect," leading to more interest and new groups. Cunningham will follow up with her team to see if they have reached out to Capital Medical Center. Goodwin emphasized the importance of convenience and safety for these workers, including designated parking for vanpools.

Bourgeois asked if any of the vanpool vans are wheelchair accessible. Cunningham said their standard fleet of vans (Sienna's and Camrys) do not have wheelchair lifts. Bergkamp clarified that a wheelchair-accessible van is kept in the fleet to meet federal regulations. This van is used by Dial-a-Lift supervisors but can be deployed for a vanpool group if there is a need. She explained that a major challenge is that vanpool drivers are volunteers, and a group would need to coordinate among themselves to properly secure a mobility device. Bergkamp noted that with the rise of remote and

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 5 of 7

hybrid work since the pandemic, there has been a significant decrease in requests for these accessible vehicles, as many individuals with disabilities now have more flexible work options.

COMMITTEE REPORTS

A. Community Advisory Committee (August 18). Clair Bourgeois said the CAC received a report on the Vanpool Program from Lynne Cunningham.

GENERAL MANAGER'S REPORT

Staff are in the process of recruiting new members of the Community Advisory Committee (CAC). Applications are due October 3. An on-line application is available on the CAC page of Intercity Transit's webpage, and printed applications are available on request for applicants who prefer that method. Candidates selected by the ITA will be interviewed Friday, November 7, and appointments will be made at the December 3 ITA meeting.

On August 17 Intercity Transit participated in the State Roadeo competition. For the driving portion, Dial-A-Lift Operator Dan Savage took first place in the Body-On-Chassis (BOC) category, Operator Clinton Jimenez took 5th place in the 40-foot category, and Operator John Clauson, who was a last-minute substitute for another competitor, took 7th place in the 35-foot category. Our Maintenance team of Richelle Loken, Sean Malay and Jonathan Reynolds took 2nd place overall in the Maintenance Division. ITA member Sue Pierce attended the Roadeo along with many staff to cheer them on, and she also attended the public transportation conference following the Roadeo. We also honored Excellence in Transit (Wall of Fame) staff Glenn Dreyer, Dean Taylor, and the Human Resources Team, for going above and beyond in their work this past year.

Bergkamp recently received an email from a Thurston County Court Operation Officer sharing the success story of an individual she referred to as "Anna" for the sake of her privacy. Anna is a very recent graduate of Thurston County's Mental Health Court Program, which offers a two-year therapeutic approach to individuals living with mental illness involved in our local criminal legal system. This program helps build lasting health and recovery for participants, with the goal of criminal cases being dismissed, closed, or charges amended, avoiding further involvement with the legal system. The Officer wrote that while in the program, Anna "spent endless hours making her mental health and personal growth a priority, pledging to continue this path of success for her future." At graduation, Anna shared how the program not only connected her with resources to receive treatment for chemical dependency, mental health counseling, access to medical care and proper nutrition, but also allowed her to obtain her high school diploma through SPSCC's GED/High School Plus program. This achievement was a dream of hers and marked a significant milestone in her progress. In Anna's own words, "I have made huge changes in my life since starting this program, and a major one being my attitude towards myself and believing in myself." Anna specifically attributed Intercity Transit's free public transportation in Thurston County to playing a large role

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 6 of 7

in her success. Riding the bus was how she got to her appointments and other places she needed to be.

The National Alliance on Mental Illness (NAMI) cites that nearly 2 in 5 people who are incarcerated have a history of mental illness (37% in state and federal prisons and 44% held in local jails). Many people with mental illness who are incarcerated are held for committing non-violent, minor offenses related to the symptoms of untreated mental illness or for offenses like shoplifting and petty theft. NAMI also states that investment in methods like mental health courts and other intervention strategies, can help reduce the criminalization of people with mental illness.

Public transit plays an essential role in giving people like Anna the mobility necessary to be successful on their path to recovery. Intercity Transit's zero-fare demonstration project goes one step further by simplifying access for more riders to get from point A to point B, supporting the concept that mobility is a basic human right. Nelson Mandela said, "A person is a person through other persons; you can't be a human in isolation; you are human only in relationships." On a bad day, coming up with \$2.50 can make or break someone with mental illness struggling to reconnect with the relationships in life most of us take for granted. Your work as board members and staff's work as transit professionals supports Anna and others like her on their journey to recovery every day, helping them to reconnect with our community and contribute to its well-being. As the Thurston County Court Operation Officer wrote in their email, "From all our court users and Thurston County District Court, thank you for providing a necessary and lifesaving service to our community."

AUTHORITY ISSUES

Pierce reported on her experience at the annual state conference. She noted the conference had an unofficial theme of communication. This included sessions on how staff could write clearer reports for their boards and other communication-focused topics. She also shared one of the most interesting sessions was a board game created by Whatcom Transit to help their transit board understand the complexities of route planning and service reduction. The game used a map of Bellingham and Lego blocks to represent ridership in different areas. Players were challenged to figure out how to cut bus service while minimizing the impact on ridership. Pierce is proud of IT staff providing the ITA with a lot more data and analysis before a similar game is even necessary. Pierce also attended a session on customer service improvements at Pierce Transit. She mentioned that IT already implements similar strategies and hopes to meet with Customer Service Supervisor, Jane Denicola, to compare notes and potentially arrange a presentation for the ITA from Pierce Transit.

Belk expressed gratitude to the IT staff for attending the Southwest Olympia Neighborhood Association's summer picnic. He acknowledged the staff braved the heat to be there and emphasized that the "West Side loves transit" and appreciated the in-

Intercity Transit Authority Regular Meeting

September 3, 2025

Page 7 of 7

person outreach and engagement with the community. He also thanked Vanderpool and other council members who attended the event.

Goodwin shared a positive story about an incident on Route 66. She witnessed an act of community kindness when a bus driver and several passengers worked together to help two community members in wheelchairs get onto the bus. The passengers helped by holding a service dog and assisting in turning the wheelchairs, and the driver was patient and helpful. Goodwin praised the bus drivers and the community members for their patience and kindness, calling it a "heartwarming" experience. She also had a question regarding a similar situation on the same route where a third person in a wheelchair was unable to board because the bus was at capacity for wheelchairs. Goodwin asked for information on the protocol for such situations.

Bergkamp explained the available options when a bus is at capacity for wheelchairs.

- Waiting for the Next Bus: If another bus on the same route (or a complementary route like the 62) is arriving soon, the driver might inform the passenger to wait for the next one.
- Courtesy Ride: If the wait is long, especially on a route like the 66 with 30-minute headways, the driver can contact dispatch. A road supervisor may then be sent to provide a courtesy ride to the passenger.
- Coordination with Other Services: Other options include coordinating with Dial-a-Lift or having a Dial-a-Lift van pick up the passenger.

Nicole Jones added it is standard procedure to report these situations to dispatch, whether it involves a person with a mobility device or a bicycle. While the typical outcome is for the passenger to wait for the next bus, dispatch will consider factors like weather and may respond quickly to ensure the passenger is taken care of.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 6:27 p.m.

INTERCITY TRANSIT AUTHORITY

Carolyn Cox, Chair

ATTEST

Pat Messmer
Clerk of the Board

Date Approved: October 15, 2025

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

**MINUTES
INTERCITY TRANSIT AUTHORITY
COMMUNITY ADVISORY COMMITTEE
JOINT MEETING
September 17, 2025**

CALL TO ORDER

Chair Cox called the meeting of the Intercity Transit Authority (ITA) and Community Advisory Committee (CAC) to order on September 17, 2025, at 5:30 p.m. This was a hybrid meeting held at the Pattison Street facility.

ITA Members Present: Chair and City of Lacey Councilmember Carolyn Cox; Vice Chair and Community Representative Sue Pierce; City of Tumwater Councilmember Kelly Von Holtz; City of Yelm Councilmember Brian Hess; Community Representative Wendy Goodwin; Labor Representative, Mark Neuville; City of Olympia Councilmember Robert Vanderpool; Community Representative Justin Belk.

ITA Members Excused: Thurston County Commissioner Carolina Mejia.

CAC Members Present: Dara Dotson; Hallie Sutter; Harrison Ashby; JoAnn Scott; Julian Preston; Margaret Janis; Michael Gray; Rachel Weber; Rachel Wilson; Shawn Sandquist; Suzanne Simons; Ty Flint; Doug Riddels; John Paul Seidel (remotely).

Staff Present: Emily Bergkamp; Heather Smith; Dena Withrow; Pat Messmer; Amanda Collins; Nicole Jones; Daniel Van Horn; Ramon Beltran; Jessica Gould; Michael Maverick; Jonathan Martin; Thera Black; Brian Nagel; Matt Kenney; Nick Demerice; Rob LaFontaine; Peter Stackpole; Brenden Houx; Rob Rinehart; Nick Meyer; Lynne Cunningham; Cameron Crass; Michael Midstokke; David Dudek; Brian Jones; David Chaffee; Jane Denicola; Dan Savage; Clinton Jimenez; Richelle Loken; Jonathan Reynolds; Sean Malay.

Others Present: Jeff Myers, Legal Counsel.

INTRODUCTIONS

The Authority, CAC members and staff provided self-introductions.

STAFF INTRODUCTIONS

- A. **Nick Meyer, Senior Web Developer** (*Rob Rinehart*)
- B. **Brian Jones, Network Systems Analyst** (*Rob Rinehart*)
- C. **Nathan Foisy, Vehicle Detailer** (*David Chaffee*)

APPROVAL OF AGENDA

It was M/S/A by Belk and Von Holtz to approve the agenda.

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 2 of 15

PUBLIC COMMENT - None

RECOGNITION AND CELEBRATION - 2025 STATE ROADEO

Bergkamp congratulated the competitors of the 2025 Bus Roadeo on their accomplishments and for representing Intercity Transit. Bergkamp said a Bus Roadeo is a celebration of the expertise, training, and dedication of frontline transit workers. Participants navigated obstacle courses, performed simulated driving scenarios, and showcased their ability to conduct thorough vehicle inspections, diagnose mechanical issues, and complete maintenance tasks efficiently and safely. Awards are given in each practice area, and at the state and national level there is an overall "grand champion" prize for the transit system with the highest combined score for their bus operator and bus maintenance team.

This year's Roadeo Season started in April with the American Public Transportation Association's International Bus Roadeo held in Austin, Texas followed by the Community Transportation Association of America's National Community Transportation Roadeo in June in San Diego, California, Intercity Transit's Local Rodeo and South Sound Regional Roadeo in Olympia in July and ending with the Washington State Transportation Association's State Roadeo in SeaTac in August. Here's how our competitors did throughout the year:

- Dial-a-Lift Operator Dan Savage represented IT in the Body-on-Chassis competition by finishing in 9th place out of 60 drivers at CTA's National Community Transportation Roadeo, 1st place at our local Roadeo, and 1st place at State.
- Operator Clinton Jimenez represented IT in the 40-foot category, finishing 28th out of 75 Operators at International, 1st at our local Roadeo, and 5th at State.
- Richelle Loken, Jonathan Reynolds, and Sean Malay took 5th place overall out of 44 maintenance teams in the Maintenance Competition at the International Roadeo, 1st in the Regional South Sound Roadeo and 2nd place at State.
- Operator John Clauson took 1st place in the Pre-trip portion of the Regional Roadeo competition and represented Intercity Transit at the State Roadeo in the 35-foot category on short notice.
- Janet Shephard took 2nd place out of Intercity Transit's competitors in the 40-foot category at our local Roadeo and attended state to cheer on our competitors.
- The following competitors receive honorable mention for putting themselves out there for the first time in the regional competition: Steven Bleeker (BOC), David Dalloul and Lora Johnson (both 40-foot).

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 3 of 15

- Intercity Transit placed 9th overall out of the 38 agencies that had both an Operator and Maintenance Team competing at the International Roadeo. Intercity Transit was also the “runner up” behind Community Transit for grand champion at State.
- Special thanks to Operations Supervisor Bill Miller and his wife Shanaka, plus Maintenance Advance Technology and Training Coordinator Bryce Reinhardt for their continued hard work on the State Roadeo Steering Committee. Dave Dudek, Bill, and Shanaka donate hours of their time not only for the International and State Roadeos, but also, IT's regional/local, and assisting other transits set up and coordinate their local Roadeos which helps them be successful.
- WSTA presented Service Impact Supervisor David Dudek special recognition for his ongoing role on the State Roadeo Steering Committee since 2012 with support from wife Lilian. Operations Supervisor and former two-time 1st Place winner in the International Operator competition, Rob Wood and his wife Susan are always on hand for coaching help and support. Similarly, the Maintenance Team has a fantastic coaching duo with Advanced Technology and Training Coordinator Bryce Reinhardt and support from wife Annie, and Maintenance Supervisor Joe Bell.
- ITA Board member, Community Representative, Sue Pierce has an impressive 6-year history of volunteering for Roadeos, including 6 local/regional, 4 state, and 1 international Roadeos! There were also a variety of staff, Bus Buddies, Intercity Transit Authority and Community Advisory Committee members, who contributed their time by being judges or helping with various road-related tasks.
- Special thanks to Operations and Maintenance leadership for supporting our Roadeo efforts, and all family, friends, and dedicated co-workers who held down the fort.

APPROVAL OF CONSENT AGENDA ITEMS

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

A. Minutes - August 6, 2025, ITA Meeting

B. Payroll August: \$6,602,266.96

- Warrant Numbers: 43302-43304; 43404-43405; 43506-43509 in the amount of \$17,437.19
- ACH Payment Amount: \$6,584,829.77

C. Accounts Payable August: \$3,709,028.80

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 4 of 15

- Disbursed Warrants numbers 43305-43403 & 43406-43505 in the amount of \$3,690,131.39
- ACH Payments: \$18,897.41

NEW BUSINESS

A. Contract Award for Bus Stop Pads. Planning Deputy Director, Rob LaFontaine, presented a contract for the construction of bus stop pads. Intercity Transit (Transit) secured funding through Congresswoman Strickland's Community Project Funding Requests and WSDOT's Regional Mobility Grant Program. These grants support the renovation and enhancement of 147 existing bus stops located within the Public Transportation Benefit Area's local jurisdictions' rights-of-way.

Final enhancements will include extended concrete pads, bulb-outs, and enhanced bulb-outs at key locations. These upgrades are designed to improve boarding efficiency, streamline transit operations, and reduce passenger wait times. By expanding the boarding area and improving stop design, the improvements will also enable all-door access for passengers, enhancing accessibility and overall rider experience.

Summary of Bus Stops to be Improved by Jurisdiction

Jurisdiction	No. of Stops
City of Olympia	64
City of Lacey	44
City of Tumwater	17
City of Yelm	10
Thurston County	7
Department of Enterprise Services	4
WSDOT	1
Total	147

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 5 of 15

Work Completed to Date: On August 7, 2024, the Authority authorized the General Manager to execute a Task Order with KPFF under the On-Call Engineering Services Master Contract #1937 to initiate Phase 1 of the project. KPFF completed the following scope of work as part of Phase 1:

- Site Evaluation and Analysis
- Environmental Permitting (NEPA and Section 106 Compliance)
- Topographic Survey
- Design Engineering, including preparation of Plans, Specifications, and Estimates

Current Status: Following completion of Phase 1, Transit issued a Request for Bids on August 15, 2025, for the construction of the bus stop pads. By the September 4, 2025, deadline, Transit received six (6) bids ranging from \$2,369,131.06 to \$4,264,000.00. Four Seasons Concrete Construction, LLC submitted the lowest responsive and responsible bid in the amount of \$2,369,131.06, which is 26.6% below the engineer's estimate of \$3,227,807.00.

Four Seasons Concrete Construction, LLC has successfully completed similar infrastructure projects for the City of Covington, the City of Orting, and the Southwest Washington Fairgrounds. Based on their experience and past performance, staff recommend awarding the construction contract to Four Seasons Concrete Construction, LLC in the amount of \$2,487,587.61, which includes a 5% contingency to cover any unforeseen conditions during the project.

It was M/S/A by Pierce and Von Holtz to authorize the General Manager to enter into a contract with Four Seasons Concrete Construction, LLC for the construction of 147 bus stop pads, in the amount of \$2,487,587.61, inclusive of a 5% contingency.

B. May 2026 System Redesign PH 3 Project Timeline. Planning Deputy Director Rob LaFontaine, and Marketing Communications Outreach Officer, Nick Demerice, presented a detailed update on the agency's ongoing bus system redesign. LaFontaine led the presentation, noting that a dedicated webpage, [Imagine a Better Bus System | Intercity Transit](#), is the central hub for all project information, including an interactive map, a timeline, and feedback options.

LaFontaine outlined the three-phase project timeline using a "cartoon fish" metaphor. Phase 1, completed in May 2025, expanded service hours and increased frequency to 30 minutes on most routes. Phase 2, which occurred in September 2025, introduced two new commuter routes, the 600 and 610. LaFontaine explained these new routes are "early bird" additions and will feel more integrated into the system once Phase 3 is implemented in May 2026. This final phase will be the most significant, introducing a new cross town Bus Rapid Transit (BRT) line, replacing

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 6 of 15

most existing local routes. Julian Preston raised concerns about the new system's lack of a direct route from the College and 45th to the Martin Way Park and Ride, especially since the 600 route no longer serves the Lacey Transit Center. Lafontaine acknowledged the validity of the concern but explained the complex geometry of the Martin Way Park and Ride intersection makes a direct route challenging to implement in the current design. Preston questioned why the 610 route avoids a specific right turn maneuver at College Street and Martin Way. LaFontaine clarified this is due to the "unfriendly" geometry of the intersection for a 40-foot bus, a maneuver that was previously deemed unsafe after a trial with the 620 route.

LaFontaine connected the redesign to the nine elements of Proposition 1, passed in 2018. He showed how the different phases of the redesign align with the promises made to voters, such as providing service to new areas and increasing frequency. He also highlighted ongoing projects, including fare collection efficiency, capital facility enhancements, and maintaining on-time performance. For the final element, late-night service, he mentioned the agency is exploring on-demand or microtransit options as a potential alternative to fixed routes after 10 p.m., referencing a similar system used in Germany called a "fixed route taxi."

Finally, LaFontaine detailed the timeline for the critical public comment period for Phase 3. The public will have approximately six weeks, starting on October 1st, to review the service summary and equity analysis. He stated the agency plans to present the final document to the Community Advisory Committee (CAC) in November to seek their recommendation before it is presented for final adoption by the Authority Board at their December 3 meeting. This will provide the agency with sufficient time to prepare for the implementation of the new system in May 2026.

Demerice emphasized the importance of public engagement and education, particularly for the upcoming May 2026 changes. Demeris explained the agency is currently in a critical engagement phase, seeking feedback from riders, partners, and various community groups. This includes targeted outreach to high schools and school districts to improve service for students, as well as working with community organizations that serve similar demographics to help spread the word about the upcoming changes.

Demerice and LaFontaine addressed the challenges of communicating the complex changes to the public. They acknowledged that a significant amount of effort will be needed to help current and potential riders understand how the new system will impact their trips. The agency plans to create individual pamphlets and sectional maps for different routes, but they will not be returning to full-scale printed transit guides due to inefficiency.

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 7 of 15

Suzanne Simons raised a valid point about the ineffectiveness of QR codes displayed on buses, suggesting instead that a few key points about the redesign be posted for riders to see. Demerice agreed, highlighting the difficulty of making complex information easy to understand in a static format and acknowledging they need to create materials that are accessible for people without smartphones.

The discussion also touched upon the delicate issue of advocating for pedestrian safety features like crosswalks. Doug Riddels asked what the transit agency does to address these problems with local municipalities. LaFontaine explained that while IT advocates improvements, the responsibility for building crosswalks lies with the respective jurisdictions. He noted there can be differing philosophies among traffic engineers, particularly regarding "mid-block crossings," which some consider to be unsafe as they may create a false sense of security. The agency's role is to locate bus stops near existing pedestrian infrastructure whenever possible.

The presentation concluded with LaFontaine summarizing key takeaways from the redesign plan:

- The project is the result of years of rider and community feedback.
- The redesign is a regional planning effort that aims to preserve access to nearly every stop.
- The work substantially fulfills the elements of Proposition 1 from 2018.
- The new system will serve as a baseline for future service changes, allowing the agency to continue to improve and adapt.

C. Community Advisory Committee Self-Assessment. The CAC self-assessment survey was conducted in August 2025, and 18 members were eligible to participate, and 13 members completed the survey. Bergkamp shared the results of the CAC self-assessments' nine questions. The results, while largely positive, also highlighted several areas for improvement.

The survey found that the CAC feels it has remained faithful to its purpose of advising the Intercity Transit Authority on policy issues. Most members felt their input adds value to the Authority's decisions, although some expressed concern that the "community context" they provide might be overlooked. A key area identified for improvement was community representation. While the committee is made up of "transit enthusiasts," it was noted there is a lack of representation from individuals who are critical of transit, those from outlying or rural service areas, and those from different cultural and ethnic backgrounds.

Members had mixed feelings about the benefit to the community from their input, with some stating they were unsure. However, opportunities for greater engagement, such as the Ad-hoc outreach committee, were seen as a positive step.

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 8 of 15

Regarding meeting management, a majority of members agreed that meetings are run well, but some feedback suggested they can be too long and that discussions sometimes stray from the topic. There was a suggestion to restructure the meeting to move "consumer issues and reports" to the beginning.

Members expressed a strong desire to be more involved with opportunities outside of formal meetings, such as participating in events or testing new routes. They also mentioned a need for better organization and promotion of these activities.

Overall, members feel prepared for meetings and comfortable contributing, with staff support being a key factor. Bergkamp acknowledged that new members might take time to feel comfortable speaking up, and that alternative communication methods are always welcome.

In conclusion, the self-assessment survey confirmed the CAC's commitment and passion while providing valuable feedback on improving diversity, meeting structure, and member engagement beyond the regular meetings.

After the presentation of the Community Advisory Committee's (CAC) self-assessment survey results, Chair Cox opened the floor for discussion and questions.

Shawn Sandquist suggested to improve meeting efficiency, members could email their questions and feedback to staff ahead of time. This would eliminate the need for an in-meeting discussion on "compliments, questions, and discussion" and allow staff to provide more informed responses. Suzanne Simons agreed with the idea of submitting questions beforehand but expressed the importance of retaining the "consumer issues" segment, where members share their real-world experiences on the bus. She felt that hearing these stories in real-time was more powerful than reading them in an email.

Pierce, who served on the CAC, recalled a time when "consumer issues" were moved to the beginning of the meeting. She noted that this worked well when members kept their comments brief and to the point. For more involved issues, they would save them for later in the meeting. She also advised the ITA not to get too hung up on the difference between "strongly agree" and "somewhat agree" on the survey, as a consensus of "somewhat agree" should still be considered a positive sign.

A key point of conversation was the recurring issue of representation on the committee. Belk, also a former CAC member, noted that historically, the CAC scores itself harshly on this metric. He specifically inquired about the recruitment efforts for non-native English speakers. Collins said the application now explicitly states that a language line and translation services are available, using Spanish as a call-out

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 9 of 15

example. However, she acknowledged the challenge of reaching these communities without a "warm connection" from within the committee and encouraged current members to assist with recruitment, especially since the application period was nearing its end.

In response to a question from Sandquist about how the ITA keeps its own meetings on track, Chair Cox explained their process. Pierce said the ITA has a smaller group (nine members plus the General Manager), which makes it easier to manage conversation flow. The ITA members generally respect each other's time and, when possible, ask complex questions via email before meetings. It was noted that public comment periods can sometimes extend the meetings, but they always want to hear from the public. Pierce and Vanderpool added that receiving documents and presentations ahead of time allows them to prepare and ask more concise questions during the meeting.

The discussion concluded with several ITA members expressing their gratitude for the CAC. Belk praised the current group for being "fantastic" and a "strength to our agency." Von Holtz shared a personal story about growing up in a household without a car, highlighting the value of a group like the CAC in improving the quality of life for transit riders. She appreciated how the CAC's voices are "making a difference." Belk added that while the committee may lack the "non-advocate" voice, it is crucial to have members who understand and appreciate the agency's goals.

D. Strategic Plan Concept Review. Bergkamp provided a high-level overview of the Strategic Plan which acts as a comprehensive roadmap for the agency. It's designed to be inclusive and sustainable, concepts defined to include accessibility and long-term existence, and to prepare the CAC and ITA for follow-up conversations for eventual adoption by the end of 2025.

Strategic Plan Overview and History

The strategic plan is rooted in the Intercity Transit Road Trip initiative from 2016, which identified the community wanted a transformational transit system, but the agency couldn't afford it. This led to three options: maintaining the status quo, cutting service, or creating a new system. A public survey showed that 83% of respondents preferred the transformational system, which led to a successful voter-approved sales tax increase. This increase, which required legislative approval to exceed the previous ceiling, brought the total sales tax to 1.2%, making Intercity Transit one of only two agencies in Washington with this funding level. The strategic plan serves as North Star for maintaining this vision, incorporating the capital program, service levels over the next six years, and the yearly budget, including revenues from sales tax, grants, and state/federal apportionments.

Current Progress and Future Challenges

The 2026 strategic planning process will focus on the progress made on Proposition 1 goals. This includes the successful completion of Phase 1 and 2 of the system redesign, which involved increased frequency and the launch of enhanced commuter services. Phase 3, which includes a high-frequency corridor service similar to bus rapid transit (BRT) along Martin Way, is now in the works, with significant outreach planned for January.

Bergkamp addressed concerns about future challenges, particularly state budget shortfalls and uncertain federal priorities, which have made grant funding less reliable. For the first time, Intercity Transit had approved projects that were not ultimately funded due to state grant programs being oversubscribed. A lawsuit against the Federal Transit Administration (FTA) and USDOT was also noted as a concern, as it involves an overreach of power by imposing new conditions on previously awarded grants without congressional approval, with potential penalties for non-compliance.

Mission, Vision, and Goals

The agency's mission, vision, and guiding values are being reviewed. The mission statement was updated last year to be more inclusive, adding "safety, comfort and diverse needs." This reflects the creation of a Diversity, Equity, and Inclusion (DEI) committee focused on ensuring a safe and comfortable work environment for all. Similarly, the vision statement was updated to include "inclusive and exceptional" services. Bergkamp noted the importance of balancing inclusivity with concise language to avoid "word salad."

Eight core goals and policies were outlined, including:

1. Assessing transportation needs through continuous public feedback.
2. Providing outstanding customer service.
3. Maintaining a safe and secure operating system, aided by the new ambassador program.
4. Offering responsive options within financial and staffing limitations, with a close eye on sales tax revenue and a new financial forecasting tool being developed.
5. Integrating equity and sustainability into all decisions.
6. Encouraging service use and increasing ridership.
7. Building partnerships for innovative solutions.
8. Integrating resiliency to respond to critical functions like emergency management.

Discussion and Timelines

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 11 of 15

A public anecdote was shared about a safety incident on a different transit system, to which Bergkamp responded that safety is a universal concern and praised the community on their buses, noting that drivers often receive thanks from passengers. The discussion also touched on design principles, such as operating a range of services, strengthening major corridors, and supporting transportation choices.

Bergkamp shared the timeline for the strategic plan: A draft will be brought to the CAC on October 20 and the ITA on November 5, with a tentative public hearing on December 3. Final approval is targeted for the second December meeting. Preston asked about better aligning the 600 and 610 bus schedules with Sounder train arrivals at Lakewood Station to facilitate transfers, which LaFontaine acknowledged as a suggestion they have heard before.

Michael Gray asked what the overall scope of a capital project for Intercity Transit should encompass, and what is the range of initiatives that could qualify for such funding. And regarding projects that necessitate collaboration with multiple municipalities or agencies, what specific types of work or improvements typically fall under this category given that the crosswalks on Ruddle Road were presumably allowed but the redoing of the SPSCC bus loop was a failed funding attempt despite both involving multiple agencies – what are the key clarifying criteria, standards, or structural factors that determine whether a multi-agency capital project is approved or denied funding?

Bergkamp clarified the agency's approach to capital projects, explaining that they prioritize projects that fulfill the goals of Proposition 1. She acknowledged that some multi-agency projects, such as the Ruddle Road crosswalks, have been frustrating. However, stated that other initiatives, like the unsuccessful attempt to fund a new bus loop at SPSCC, were pursued due to specific operational issues. The SPSCC project was a high priority because the existing infrastructure wasn't built for bus traffic and was failing.

Bergkamp explained that future capital projects for the transit agency will be re-evaluated after the goals of Proposition 1 are met. While ongoing facility maintenance, such as the Lacey Transit Center restroom remodel, is a constant priority, the agency will need to decide on new initiatives. The scope of these projects is influenced by Federal Transit Administration (FTA) life cycle guidelines for vehicles and facilities, which ties operational needs to long-term strategic planning. This means the agency's project list is dynamic and evolves based on both immediate needs and a broader, forward-looking plan.

COMMITTEE REPORTS

A. Thurston Regional Planning Council (Sept. 5) Vanderpool reported the main action item discussed was the High-Capacity Transportation Update Policy Statement. This initiative aims to prepare the area for future transportation infrastructure, such as extending the Sounder train line or introducing light rail. The council is working to ensure that land use patterns and other planning efforts align with these long-term goals. He explained that this forward-thinking approach is crucial for future needs, citing the potential for a new bridge over the Nisqually Delta to accommodate a train line.

A question was raised about why the Sounder could not simply use existing infrastructure, such as the track near the Centennial station. Vanderpool clarified this is largely due to the issue of track ownership. While Sound Transit owns the tracks up to a certain point, the rest are owned by other entities like Amtrak and private shipping companies (specifically BNSF Railway), which makes it a complex negotiation to expand service. In addition to long-term rail planning, Vanderpool mentioned the council also looked at the agency's legislative agenda for the upcoming year. Due to budget constraints, the primary focus of this agenda is on retaining existing services rather than seeking new funding or expansion projects.

B. Transportation Policy Board (Sept. 10) Belk outlined several key actions from their recent session. He began by clarifying the TPB's role is to provide recommendations and input to the Thurston Regional Planning Council (TRPC), much like the CAC does for the ITA. The meeting agenda was packed with action items, many of which were related to the Regional Transportation Improvement Program (RTIP), a four-year list of projects that may use federal funds. The Board recommended two new amendments to the existing RTIP: a countywide electrical project and a countywide safety project, both focused on streetlights and safety features. They also recommended the approval of the new RTIP list for the next four-year period.

A third item involved the recruitment and re-appointment of business and community representatives to the TPB. A new subcommittee has been formed to manage this process. The fourth action item was the approval of Federal Transit Asset Management performance measure targets. Since Intercity Transit is the only transit authority in the TRPC's area, the Board recommended adopting the agency's standards for tracking the useful life of assets, such as rolling stock and facilities.

Finally, the Board received a long-awaited presentation on the Martin Way crossing strategy. This presentation provided a great overview of plans to create improved crossings, including mid-block crossings, that would be paired with existing transit stops. Justin noted that a visually compelling presentation showed what one of these new crossings might look like but emphasized that funding would still need to be secured for construction.

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 13 of 15

GENERAL MANAGER'S REPORT

Recruitment is underway for new members of our Community Advisory Committee.

Applications are due October 3, 2025. An on-line application is available on the CAC page of Intercity Transit's webpage, and printed applications are available upon request for applicants who prefer that method. Candidates selected by the ITA will be interviewed Friday, November 7, and appointments made at the December 3, ITA, meeting.

Routes 600 and 610 took their maiden voyages Sunday, 9/7, as part of the service change to enhance our regional commuter services. The reception was positive with initial data showing ridership levels slightly above the 620. Route 610, known as the Lacey Connector, receives funding from WSDOT's Regional Mobility Program serving multiple stops seven days a week, including:

- LTC
- HPPR
- Lakewood Sounder Station
- Berkeley St. Near JBLM's Madigan gate
- Stops along Capitol Way in Olympia

Route 600, known as the Lakewood Commuter, provides weekday connections between the OTC and the 512 Park and Ride, with limited stops at connection points including Martin Way Park and Ride and the Lakewood Sounder Station.

Operator Class 25-02 graduated Friday, September 12, and are now out on the road. This group started and ended with 20 students and were well known for their positive outlook and hard-working attitude.

Bergkamp is attending the **Thurston Climate Mitigation Collaborative's (TCMC) Annual Retreat** Friday, September 19. The retreat serves as a strategic planning session that brings the collaborative together to have discussions on climate mitigation progress and needs, with an emphasis on regional coordination.

New Operator Class 25-03 started their careers with us on Monday, September 15 with 16 students.

We invite the community to hitch a ride with IT to **Tumwater Falls Fest Saturday, 9/27.** You don't need to live near a bus stop to give us a try, simply park at the Department of Revenue at Point Plaza and ride Route 13 for free. And if you're combining your bus ride with a bike ride, or biking all the way, our Walk N Roll team will be providing free bike valet parking.

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 14 of 15

Week Without Driving starts on Monday, Sept. 29 and ends Sunday, Oct. 5. We encourage you to take the pledge and try riding the bus, walking, or riding your bike instead of driving. For more information and to sign up, visit www.weekwithoutdriving.org.

AUTHORITY/CAC ISSUES

Von Holtz reported on an upcoming series of "Week Without Driving" walking tours, hosted by TRPC in partnership with four cities. The tours will take place from Monday, September 29 through Thursday, October 2, with a different city highlighted each day: Lacey, Tumwater, Yelm, and Olympia. The purpose of these tours is to allow community members to walk with city staff and leaders to identify and address pedestrian safety issues, such as the need for crosswalks or better lighting.

Neuville, representing the ATU local, shared two updates. First, he announced the local union successfully passed three resolutions at their international convention. These resolutions are designed to provide robust protections for employees, particularly concerning new fairness and diversity, equity, and inclusion rules.

Second, Neuville reported on a hydrogen conference he attended in Portland. He believes that hydrogen will play a growing role as a transportation energy source and that transit agencies may be among the first major users. He highlighted the current challenges, such as the lack of refueling infrastructure, and mentioned a group of hydrogen car owners who were attempting a long-distance trip to demonstrate the technology's feasibility. He also noted that if regional hydrogen refueling stations become available, transit agencies might even become retailers to the public. Finally, he mentioned that federal funding for workforce mentorship programs has not been cut, which is crucial for training employees in the safe use and maintenance of new technologies like hydrogen fuel.

Hess announced similar to Intercity Transit, the city of Yelm is developing its own comprehensive plan. Hess stated he is advocating for the city's planning department to collaborate with Intercity Transit's planning department to identify a future location for a transit center in Yelm. He emphasized this initiative aims to better serve the community, particularly military members who commute to JBLM from single-car households in the area. Hess also briefly mentioned his anticipation for the Week Without Driving event on October 1.

Goodwin thanked Demerice for taking and sharing excellent pictures for the Tumwater bus route 13. She noted the photos, which were beautiful and clearly showed the destination, made it much easier for her to explain the bus route to others. Goodwin also praised a Dial-A-Lift driver who went above and beyond by not only dropping off a person with a disability at the food bank but also accompanying them inside and

Intercity Transit Authority/Community Advisory Committee Joint Meeting

September 17, 2025

Page 15 of 15

ensuring they were safe and in the care of the right people. She expressed her appreciation for this kindness and the extra time the driver took.

Simons shared her positive experience riding two buses, routes 62A and 62B, that had Ambassadors on board. She felt their presence made the atmosphere on the buses more "chill," friendly, and laid-back, enhancing an already great experience.

ADJOURNMENT

With no further business to come before the Authority, Chair Cox adjourned the meeting at 8 p.m.

INTERCITY TRANSIT AUTHORITY

Carolyn Cox, Chair

ATTEST

Pat Messmer
Clerk to the Board

Date Approved: October 15, 2025

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

DRAY

**Intercity Transit
Payroll Disbursement List
September 2025**

Pay Periods:

PP 19 (Aug 24 - Sep 6)

PP 20 (Sep 7 - 20)

<u>Date</u>	<u>Payee</u>	<u>Amount</u>
9/12/2025 ACH	PR DIRECT DEPOSIT	1,299,724.61
9/12/2025 43614 - 43615	PR PAPER CHECKS	3,908.42
9/12/2025 ACH	IRS	227,569.36
9/12/2025 ACH	HEALTH SAVING	425.59
9/12/2025 ACH	VANGUARD	189,160.63
9/12/2025 ACH	PERS	206,279.81
9/12/2025 ACH	DEF COMP	50,733.48
9/12/2025 ACH	MISSION SQUARE	25,896.82
9/12/2025 ACH	CHILD SUPPORT	2,665.55
9/12/2025 ACH	Oregon DOR	359.61
9/26/2025 ACH	PERS Split Month Rounding	(0.17)
9/26/2025 ACH	PR DIRECT DEPOSIT	1,220,947.30
9/26/2025 43714 -43731	PR PAPER CHECKS	19,928.88
9/26/2025 ACH	IRS	205,174.24
9/26/2025 ACH	HEALTH SAVING	425.59
9/26/2025 ACH	VANGUARD	177,454.45
9/26/2025 ACH	PERS	194,245.65
9/26/2025 ACH	DEF COMP	57,417.01
9/26/2025 ACH	MISSION SQUARE	23,804.28
9/26/2025 ACH	CHILD SUPPORT	2,715.85
9/26/2025 ACH	Oregon DOR	359.61
9/29/2025 ACH	Aflac	15,047.98
Total Payroll Disbursements		<u>3,924,244.55</u>

INTERCITY TRANSIT
A/P DISBURSEMENT LIST
SEPTEMBER 2025

Check No.	Check Date	Vendor	Payee	Amount
43510	09/02/25	01875	AMERICAN INSTITUTE OF CHEMICAL ENGINEERS	\$22,500.00
43511	09/02/25	03747	BONACO INC	\$1,635.83
43512	09/02/25	03844	BRIDGET UNDERDAHL	\$585.00
43513	09/02/25	06120	CITY OF OLYMPIA	\$11,535.78
43514	09/02/25	06216	CHRISTENSEN INC.	\$2,345.81
43515	09/02/25	06238	CLARY LONGVIEW LLC	\$247,253.89
43516	09/02/25	06836	CONTINENTAL BATTERY SYSTEMS	\$2,184.91
43517	09/02/25	07220	CUMMINS INC.	\$5,868.01
43518	09/02/25	08607	EDNETICS INC	\$1,454.86
43519	09/02/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$767.88
43520	09/02/25	08960	ERGOMETRICS & APPLIED PERSONNEL RESEARCH	\$534.30
43521	09/02/25	09550	FAIRWAY COLLECTIONS LLC	\$1,037.06
43522	09/02/25	09662	FERRELLGAS LP	\$6,633.79
43523	09/02/25	10290	FUSION GRAPHIX LLC	\$3,670.93
43524	09/02/25	10660	GILLIG LLC	\$16,586.22
43525	09/02/25	10759	GORDON TRUCK CENTERS INC	\$1,074.64
43526	09/02/25	11615	INDUSTRIAL HYDRAULICS INC.	\$256.36
43527	09/02/25	11905	JANEK CORPORATION - THE	\$4,744.90
43528	09/02/25	11933	JESSE ORNDORFF	\$4,199.85
43529	09/02/25	12458	KAUFMAN REAL ESTATE LLC	\$9,890.06
43530	09/02/25	12825	KIRK'S AUTOMOTIVE INC.	\$1,540.00
43531	09/02/25	13726	M & S COLLISION LLC	\$3,523.70
43532	09/02/25	14160	MCMASTER-CARR SUPPLY CO.	\$54.05
43533	09/02/25	14405	MICHAEL G. MALAIER TRUSTEE	\$108.00
43534	09/02/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,137.89
43535	09/02/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$801.42
43536	09/02/25	15216	NORTHWEST BUS SALES INC	\$1,250.64
43537	09/02/25	16701	PEAK INDUSTRIAL INC.	\$1,706.36
43538	09/02/25	16969	POINT GRAPHICS LLC	\$188.85
43539	09/02/25	17203	PROVIDENCE HEALTH & SERVICES WASHINGTON	\$1,140.00
43540	09/02/25	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$12,711.59
43541	09/02/25	17505	RAINIER DODGE INC.	\$24.12
43542	09/02/25	17900	SCHETKY NORTHWEST SALES INC.	\$249.45
43543	09/02/25	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$1,122.37
43544	09/02/25	18052	SHEA CARR & JEWELL INC.	\$1,994.06
43545	09/02/25	18530	STANDARD PARTS CORP.	\$328.91
43546	09/02/25	18893	TEC EQUIPMENT INC.	\$1,582.86
43547	09/02/25	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$9,229.12
43548	09/02/25	21655	THE W.W. WILLIAMS COMPANY LLC	\$411.91
43549	09/02/25	21659	THERMO KING NORTHWEST INC.	\$6,500.00
43550	09/02/25	21750	THURSTON COUNTY CHAMBER OF COMMERCE	\$2,800.00
43551	09/02/25	22010	ROTTERS INC.	\$368.03
43552	09/02/25	23800	VESTIS GROUP INC.	\$1,095.12
43553	09/02/25	24000	W. W. GRAINGER INC.	\$6.74
43554	09/02/25	24280	WA ST DEPT OF L & I RIGHT TO KNOW	\$1,095.00

43555	09/02/25	24640	WA ST DEPT OF TRANSPORTATION	\$92.37
43556	09/08/25	01545	AL VAN EQUIP NW INC.	\$8,502.42
43557	09/08/25	01895	ECOLUBE RECOVERY LLC	\$529.82
43558	09/08/25	03247	BAUS SYSTEMS LLC	\$4,206.16
43559	09/08/25	04131	BUREAU VERITAS COMMODITIES & TRADE INC.	\$4,533.08
43560	09/08/25	05933	CENTER FOR TRANSPORTATION AND THE ENVIRO	\$53,840.64
43561	09/08/25	05937	CENTRALIA OK TIRE INC.	\$10,168.82
43562	09/08/25	06013	CINTAS CORPORATION NO. 3	\$499.74
43563	09/08/25	06040	CITY OF LACEY	\$2,821.10
43564	09/08/25	06610	COMMERCIAL BRAKE & CLUTCH INC.	\$543.51
43565	09/08/25	06836	CONTINENTAL BATTERY SYSTEMS	\$5,098.12
43566	09/08/25	07220	CUMMINS INC.	\$8,422.65
43567	09/08/25	07350	CW JANITORIAL SERVICE LLC	\$42,039.16
43568	09/08/25	07619	DAVID S FOSTER	\$2,000.00
43569	09/08/25	07869	DEPENDABLE COURIER SERVICE LLC	\$584.33
43570	09/08/25	08060	DON SMALL & SONS OIL DIST CO INC.	\$6,530.54
43571	09/08/25	08604	EDENRED COMMUTER BENEFIT SOLUTIONS LLC	\$280.00
43572	09/08/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$197.53
43573	09/08/25	09662	FERRELLGAS LP	\$6,478.28
43574	09/08/25	09862	FOREVER POWDER COATING	\$2,767.74
43575	09/08/25	10477	GALLS PARENT HOLDINGS LLC	\$1,011.81
43576	09/08/25	10660	GILLIG LLC	\$6,293.60
43577	09/08/25	10758	GORDON THOMAS HONEYWELL LLP	\$8,000.00
43578	09/08/25	10759	GORDON TRUCK CENTERS INC	\$1,023.76
43579	09/08/25	11831	INTRADO LIFE & SAFETY INC.	\$278.75
43580	09/08/25	11943	JOANNA GRIST	\$2,000.00
43581	09/08/25	12370	KAIser FOUNDATION HEALTH PLAN OF WASHING	\$414.00
43582	09/08/25	12454	KASEYA US LLC	\$1,811.37
43583	09/08/25	13440	LAW LYMAN DANIEL KAMERRER BOGDANOVICH PS	\$1,282.65
43584	09/08/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$139.54
43585	09/08/25	15106	NEW FLYER OF AMERICA INC.	\$17,341.92
43586	09/08/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$1,237.33
43587	09/08/25	16490	HAROLD LEMAY ENTERPRISES	\$937.19
43588	09/08/25	16639	OX BODIES INC.	\$27,741.48
43589	09/08/25	16763	PETERSEN SCOTT	\$138.00
43590	09/08/25	16811	PIERCE SUE	\$299.10
43591	09/08/25	17255	PUBLIC UTILITY DIST #1 OF THURSTON COUNT	\$331.04
43592	09/08/25	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$3,799.74
43593	09/08/25	17505	RAINIER DODGE INC.	\$96.80
43594	09/08/25	17792	ROUSH CLEANTECH LLC	\$2,249.84
43595	09/08/25	18066	SHI INTERNATIONAL CORP.	\$39,326.19
43596	09/08/25	18145	SIX ROBBLES' INC.	\$56.42
43597	09/08/25	18530	STANDARD PARTS CORP.	\$1,339.72
43598	09/08/25	18695	SUMMIT LAW GROUP PLLC	\$8,490.50
43599	09/08/25	18705	SUNBELT RENTALS INC.	\$1,273.06
43600	09/08/25	21655	THE W.W. WILLIAMS COMPANY LLC	\$12,824.43
43601	09/08/25	21950	TITUS-WILL CHEVROLET	\$4,544.75
43602	09/08/25	22010	ROTTERS INC.	\$50.45
43603	09/08/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43604	09/08/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43605	09/08/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43606	09/08/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$0.00
43607	09/08/25	23420	U.S. BANK or CORPORATE PAYMENT SYSTEMS	\$193,173.29

43608	09/08/25	24140	WA ST DEPARTMENT OF ENTERPRISE SERVICES	\$319.00
43609	09/08/25	24755	WA ST HEALTH CARE AUTHORITY	\$836,085.72
43610	09/08/25	25909	WEX BANK	\$40,244.80
43611	09/08/25	26861	WESTERN GRAPHICS INC.	\$1,021.14
43612	09/09/25	07640	DAY MANAGEMENT CORP	\$15,025.53
43613	09/09/25	18066	SHI INTERNATIONAL CORP.	\$161,202.48
43589	09/15/25	16763	PETERSEN SCOTT - VOID	(\$138.00)
43616	09/15/25	01309	ACCURATE EMPLOYMENT SCREENING LLC	\$2,360.37
43617	09/15/25	01855	AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$4,329.65
43618	09/15/25	01885	A-L-S AMERICAN LANDSCAPE SERVICES LLC	\$7,359.21
43619	09/15/25	02060	AMERISAFE INC.	\$665.50
43620	09/15/25	05320	CAPITOL CITY PRESS INC	\$307.00
43621	09/15/25	06238	CLARY LONGVIEW LLC	\$136,370.46
43622	09/15/25	06836	CONTINENTAL BATTERY SYSTEMS	\$1,909.78
43623	09/15/25	07220	CUMMINS INC.	\$13,603.36
43624	09/15/25	07780	DELL MARKETING LP	\$62,784.17
43625	09/15/25	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$65.75
43626	09/15/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$685.25
43627	09/15/25	09660	WOLSELEY INVESTMENTS INC.	\$314.13
43628	09/15/25	09662	FERRELLGAS LP	\$5,746.52
43629	09/15/25	10251	FRUITION GROWTH LLC	\$4,708.50
43630	09/15/25	10660	GILLIG LLC	\$21,706.92
43631	09/15/25	10759	GORDON TRUCK CENTERS INC	\$688.33
43632	09/15/25	10826	GRAVITEC SYSTEMS INC.	\$3,060.00
43633	09/15/25	11138	HAVIS INC.	\$4,500.00
43634	09/15/25	11805	ITERIS INC	\$21,195.29
43635	09/15/25	11933	JESSE ORNDORFF	\$1,159.49
43636	09/15/25	12825	KIRK'S AUTOMOTIVE INC.	\$2,406.20
43637	09/15/25	13701	LUMINATOR TECHNOLOGY GROUP GLOBAL LLC	\$1,207.80
43638	09/15/25	13886	MATERIALS TESTING & CONSULTING INC.	\$4,587.50
43639	09/15/25	14160	MCMASTER-CARR SUPPLY CO.	\$390.71
43640	09/15/25	14381	METROPOLITAN LIFE INSURANCE COMPANY	\$13,554.28
43641	09/15/25	14405	MICHAEL G. MALAIER TRUSTEE	\$108.00
43642	09/15/25	14499	MITSUBISHI ELECTRIC US INC.	\$1,976.40
43643	09/15/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$44.08
43644	09/15/25	15106	NEW FLYER OF AMERICA INC.	\$21,420.98
43645	09/15/25	15216	NORTHWEST BUS SALES INC	\$731.60
43646	09/15/25	15675	OLYMPIA SCHOOL DISTRICT #111	\$2,020.00
43647	09/15/25	16252	ONSPOT OF NORTH AMERICA INC.	\$17,234.81
43648	09/15/25	16765	PETROCARD INC.	\$139,935.19
43649	09/15/25	16969	POINT GRAPHICS LLC	\$240.46
43650	09/15/25	17290	PUGET SOUND ENERGY	\$0.00
43651	09/15/25	17290	PUGET SOUND ENERGY	\$20,235.96
43652	09/15/25	17388	QUALITY COLLISION PACIFIC NORTHWEST LLC	\$8,064.82
43653	09/15/25	17560	ROMAINE ELECTRIC CORP.	\$1,991.14
43654	09/15/25	17900	SCHETKY NORTHWEST SALES INC.	\$87.36
43655	09/15/25	17908	SCHINDLER ELEVATOR CORPORATION	\$378.81
43656	09/15/25	18530	STANDARD PARTS CORP.	\$1,487.21
43657	09/15/25	18540	STANTEC CONSULTING SERVICES INC	\$65,451.92
43658	09/15/25	18745	RANGER PUBLISHING CO. INC.	\$2,080.00
43659	09/15/25	18893	TEC EQUIPMENT INC.	\$193.80
43660	09/15/25	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$4,657.11
43661	09/15/25	22100	TRANSIT SOLUTIONS LLC	\$2,181.23

43662	09/15/25	22182	TRAPEZE SOFTWARE GROUP INC.	\$2,475.00
43663	09/15/25	23635	UNITED RENTALS (NORTH AMERICA INC.)	\$444.20
43664	09/15/25	23800	VESTIS GROUP INC.	\$1,089.91
43665	09/15/25	24000	W. W. GRAINGER INC.	\$155.03
43666	09/15/25	25320	WASHINGTON CENTER FOR PERFORMING ARTS	\$2,200.00
43667	09/15/25	25673	WSP USA INC.	\$24,110.18
43668	09/15/25	26405	XIOLOGIX LLC	\$1,565.75
43669	09/22/25	01405	ADVANCE GLASS INC.	\$1,443.12
43670	09/22/25	01567	CANON FINANCIAL SERVICES INC.	\$4,572.34
43671	09/22/25	02828	AVAIL TECHNOLOGIES INC	\$900.36
43672	09/22/25	06013	CINTAS CORPORATION NO. 3	\$497.60
43673	09/22/25	06120	CITY OF OLYMPIA	\$2,266.87
43674	09/22/25	06216	CHRISTENSEN INC.	\$2,277.50
43675	09/22/25	06765	COMPLETE COACH WORKS	\$15,811.20
43676	09/22/25	06836	CONTINENTAL BATTERY SYSTEMS	\$5,834.60
43677	09/22/25	07115	CREATIVE INK INC.	\$254.26
43678	09/22/25	07220	CUMMINS INC.	\$3,539.19
43679	09/22/25	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$5,053.45
43680	09/22/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$572.00
43681	09/22/25	08960	ERGOMETRICS & APPLIED PERSONNEL RESEARCH	\$181.66
43682	09/22/25	09205	ERF COMPANY INC.	\$295.00
43683	09/22/25	09662	FERRELLGAS LP	\$6,030.88
43684	09/22/25	09961	FORMA CONSTRUCTION COMPANY	\$2,260,503.38
43685	09/22/25	10290	FUSION GRAPHIX LLC	\$3,455.12
43686	09/22/25	10477	GALLS PARENT HOLDINGS LLC	\$1,200.78
43687	09/22/25	10660	GILLIG LLC	\$0.00
43688	09/22/25	10660	GILLIG LLC	\$24,487.89
43689	09/22/25	10759	GORDON TRUCK CENTERS INC	\$1,135.19
43690	09/22/25	11200	HD SUPPLY FACILITIES MAINTENANCE LTD.	\$223.84
43691	09/22/25	11310	HOGAN MFG. INC.	\$2,021.60
43692	09/22/25	11414	HULTZ BHU ENGINEERS INC	\$4,109.00
43693	09/22/25	11482	HYFLUENCE SYSTEMS CORP.	\$1,010,826.38
43694	09/22/25	12825	KIRK'S AUTOMOTIVE INC.	\$978.50
43695	09/22/25	13893	MAUL FOSTER & ALONGI INC.	\$4,803.75
43696	09/22/25	14530	CARCHRICAM INC.	\$1,006.27
43697	09/22/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$1,030.10
43698	09/22/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$4,050.43
43699	09/22/25	15216	NORTHWEST BUS SALES INC	\$365.04
43700	09/22/25	16623	PALAMERICAN SECURITY INC.	\$98,634.35
43701	09/22/25	16969	POINT GRAPHICS LLC	\$231.57
43702	09/22/25	16974	POMP'S TIRE SERVICE INC.	\$564.15
43703	09/22/25	17505	RAINIER DODGE INC.	\$26.20
43704	09/22/25	17900	SCHETKY NORTHWEST SALES INC.	\$165.43
43705	09/22/25	18052	SHEA CARR & JEWELL INC.	\$8,641.40
43706	09/22/25	18101	SIJ HOLDINGS LLC	\$900.22
43707	09/22/25	18210	SME SOLUTIONS LLC	\$1,582.10
43708	09/22/25	18530	STANDARD PARTS CORP.	\$198.78
43709	09/22/25	21830	THURSTON COUNTY SOLID WASTE	\$78.00
43710	09/22/25	21950	TITUS-WILL CHEVROLET	\$846.94
43711	09/22/25	24000	W. W. GRAINGER INC.	\$182.85
43712	09/22/25	24030	WA ST AUDITOR'S OFFICE	\$3,129.75
43713	09/22/25	24140	WA ST DEPARTMENT OF ENTERPRISE SERVICES	\$708.75
43732	09/29/25	01666	ALLEGION ACCESS TECHNOLOGIES LLC	\$9,254.94

43733	09/29/25	01780	AMALGAMATED TRANSIT UNION 1765	\$25,998.49
43734	09/29/25	01895	ECOLUBE RECOVERY LLC	\$112.70
43735	09/29/25	02828	AVAIL TECHNOLOGIES INC	\$2,334.62
43736	09/29/25	03754	BOSTON HARBOR SERVICES INC.	\$15,590.28
43737	09/29/25	03844	BRIDGET UNDERDAHL	\$385.00
43738	09/29/25	06120	CITY OF OLYMPIA	\$6,972.10
43739	09/29/25	06216	CHRISTENSEN INC.	\$0.00
43740	09/29/25	06216	CHRISTENSEN INC.	\$1,387.07
43741	09/29/25	07220	CUMMINS INC.	\$930.61
43742	09/29/25	08036	DOBBS HEAVY DUTY HOLDINGS LLC	\$2,262.73
43743	09/29/25	08487	DYNAMIC COLLECTORS INC.	\$2,720.85
43744	09/29/25	08745	ELLIOTT AUTO SUPPLY CO INC.	\$976.98
43745	09/29/25	09662	FERRELLGAS LP	\$5,473.72
43746	09/29/25	10660	GILLIG LLC	\$21,629.28
43747	09/29/25	10759	GORDON TRUCK CENTERS INC	\$5,780.11
43748	09/29/25	10786	GOVERNMENTJOBS.COM INC.	\$31,379.98
43749	09/29/25	11165	HCM.MECHANICS.LLC	\$6,934.79
43750	09/29/25	11933	JESSE ORNDORFF	\$1,043.10
43751	09/29/25	12458	KAUFMAN REAL ESTATE LLC	\$9,890.06
43752	09/29/25	14405	MICHAEL G. MALAIER TRUSTEE	\$108.00
43753	09/29/25	14750	MULLINAX FORD OF OLYMPIA LLC	\$630.24
43754	09/29/25	15106	NEW FLYER OF AMERICA INC.	\$3,056,553.34
43755	09/29/25	15140	NISQUALLY AUTOMOTIVE SERVICES INC	\$671.46
43756	09/29/25	15216	NORTHWEST BUS SALES INC	\$926.63
43757	09/29/25	16252	ONSPOT OF NORTH AMERICA INC.	\$877.40
43758	09/29/25	16701	PEAK INDUSTRIAL INC.	\$1,052.59
43759	09/29/25	16841	PIONEER FIRE & SECURITY INC.	\$2,724.11
43760	09/29/25	16969	POINT GRAPHICS LLC	\$81.69
43761	09/29/25	17391	QUALITY MUFFLER & BRAKE	\$588.42
43762	09/29/25	17505	RAINIER DODGE INC.	\$47.39
43763	09/29/25	17792	ROUSH CLEANTECH LLC	\$2,972.77
43764	09/29/25	17965	SEATTLE AUTOMOTIVE DISTRIBUTING INC.	\$300.69
43765	09/29/25	18530	STANDARD PARTS CORP.	\$910.81
43766	09/29/25	18695	SUMMIT LAW GROUP PLLC	\$1,170.00
43767	09/29/25	21650	THE GOODYEAR TIRE & RUBBER COMPANY	\$10,029.57
43768	09/29/25	21950	TITUS-WILL CHEVROLET	\$4,578.20
43769	09/29/25	22010	ROTTERS INC.	\$1,002.71
43770	09/29/25	23660	UNITED WAY OF THURSTON COUNTY	\$520.00
43771	09/29/25	23741	USSC ACQUISITION CORP.	\$5,023.46
43772	09/29/25	23800	VESTIS GROUP INC.	\$1,120.49
43773	09/29/25	24000	W. W. GRAINGER INC.	\$129.38
ACH	09/01/25		AUTHORIZENET	\$241.26
ACH	09/05/25		ABSHIRE MITCHELL	\$50.00
ACH	09/05/25		BERGKAMP EMILY	\$299.10
ACH	09/05/25		CUNNINGHAM KATIE	\$363.00
ACH	09/05/25		DENICOLA JANE	\$60.00
ACH	09/05/25		EDWARDS CHAD	\$138.00
ACH	09/05/25		GEORGE ROBERT	\$35.00
ACH	09/05/25		GORDON NOELLE	\$293.00
ACH	09/05/25		GOULD JESSICA	\$24.00
ACH	09/05/25		KIERZEK PAUL	\$65.00
ACH	09/05/25		LOMEDICO BRUCE	\$138.00
ACH	09/05/25		MASSON MARK	\$155.00

ACH	09/05/25	PETERSON JEFFREY	\$363.00
ACH	09/05/25	ROMINES ROBERT	\$138.00
ACH	09/05/25	REINHARDT BRYCE	\$842.30
ACH	09/05/25	ROSE ZACHARY	\$100.00
ACH	09/05/25	SAVAGE DANIEL	\$254.84
ACH	09/05/25	SEYDEL LISA	\$120.00
ACH	09/05/25	SLOBOJAN TAYLOR M.	\$39.45
ACH	09/05/25	SOTO ALEJANDRO	\$1,042.10
ACH	09/05/25	SYKES ZACKERY	\$70.00
ACH	09/05/25	WITHROW DENA	\$53.19
ACH	09/05/25	YEE JONATHON	\$168.20
ACH	09/12/25	BAIR ALYSIA	\$93.10
ACH	09/12/25	DREYER GLENN	\$83.10
ACH	09/12/25	KORNS DUSTIN	\$15.00
ACH	09/12/25	RILEY SHERYL	\$35.00
ACH	09/12/25	SHABAAN ERNEST	\$15.00
ACH	09/12/25	SHOLEY DONALD	\$20.00
ACH	09/12/25	STEVENS DRAKE	\$345.00
ACH	09/12/25	TAYLOR DEAN	\$340.00
ACH	09/19/25	BAIR ALYSIA	\$26.00
ACH	09/19/25	FOX HEIDI	\$15.00
ACH	09/19/25	INTERNATIONAL ASSOCIATION OF MACHINISTS	\$2,394.88
ACH	09/19/25	PETERSEN SCOTT	\$138.00
ACH	09/19/25	TREFSGAR ERIC	\$138.00
ACH	09/25/25	DEPARTMENT OF REVENUE	\$2,279.19
ACH	09/26/25	KAYLOR MARK	\$35.00
ACH	09/26/25	KIRBY CATHY	\$335.00
ACH	09/26/25	LOKEN RICHELLE	\$285.00
ACH	09/26/25	MALAY SEAN	\$255.00
ACH	09/26/25	SOTO ALEJANDRO	\$28.16

\$9,325,983.22

INTERCITY TRANSIT AUTHORITY
CONSENT AGENDA ITEM NO. 3-D
MEETING DATE: October 15, 2025

FOR: **Intercity Transit Authority**

FROM: **Noelle Gordon, Procurement and Project Management Coordinator, (360) 705-5857**

SUBJECT: **Donation of a Surplus Bus Shelter**

1) The Issue: Whether to donate a surplus bus shelter to the City of Bucoda.

2) Recommended Action: Donate the surplus bus shelter to the City of Bucoda.

3) Policy Analysis: Resolution No. 04-2020 governs surplus property. The bus shelter has been approved for surplus in accordance with Resolution No. 04-2020.

4) Background: Intercity Transit's Facilities team started to implement a long-term plan to standardize bus shelters throughout our system. Part of this plan includes identifying, removing, and replacing several obsolete Ace aluminum shelters. In 2018, the ownership of these shelters was transferred to Intercity Transit from the Department of Enterprise Services (DES). These shelters are no longer supported by their manufacturers, and ongoing repairs and maintenance have become increasingly challenging. Therefore, Intercity Transit plans to remove and replace the Ace bus shelters.

In recent weeks, discussions with the City of Bucoda revealed the city's current need for covered areas for its rural transit riders, particularly at city hall. While our initial intent was to retire and scrap all our Ace shelters, Intercity Transit is requesting approval to donate one Ace shelter to the City of Bucoda. This arrangement allows us to remove an obsolete bus shelter from our system and provide the City of Bucoda with a much-needed covered area for its riders.

5) Alternatives:

- A. Donate the surplus bus shelter to the City of Bucoda.
- B. Scrap the surplus bus shelter.

6) Budget Notes: The estimated value of the surplus bus shelter is \$500.

7) Goal Reference: **Goal 7:** "Build partnerships to identify and implement innovative solutions that address mobility needs, access and equity as a service provider and as an employer."

8) References: N/A.

INTERCITY TRANSIT AUTHORITY
CONSENT AGENDA ITEM NO. 3-E
MEETING DATE: October 15, 2025

FOR: **Intercity Transit Authority**

FROM: **Noelle Gordon, Procurement and Project Management Coordinator,
(360) 705-5857**

SUBJECT: **Surplus Vanpool and Facilities Vehicles**

1) The Issue: Whether to declare vehicles surplus.

2) Recommended Action: Declare the vehicles listed in Exhibit A as surplus.

3) Policy Analysis: Resolution No. 04-2020 states the Authority must declare vehicles as surplus to our needs prior to disposition.

4) Background: Staff requests the Authority declare the Vanpool and Facilities vehicles listed in Exhibit A as surplus. Intercity Transit received replacements for these vehicles which have exceeded their useful life and are surplus to our needs. In accordance with Intercity Transit's process, once declared surplus the non-federally funded vehicles will be offered for direct purchase by other public agencies. Surplus vehicles not sold in this manner will then be sold competitively through public auction to achieve the highest rate of return. The total value of the vehicles listed in Exhibit A is estimated at \$116,250.

5) Alternatives:

- A. Declare the items surplus. Staff determined there is no longer a need to retain these items.
- B. Declare a portion of the items surplus.
- C. Defer action. Storage availability on-site and off-site storage costs are an issue.
- D. Retain all items. Storage availability and off-site storage costs are an issue.

6) Budget Notes: Funds generated by the sale of surplus vehicles are deposited in the Intercity Transit cash account.

Ten of the vanpool vehicles listed in Exhibit A were purchased using Federal funds. Intercity Transit will follow the Federal Transit Administration (FTA) disposition requirements identified in Chapter IV of FTA Circular 5010.1F. A portion of any proceeds received of \$5,000 or more (per vehicle) will need to be returned to FTA.

7) Goal Reference: **Goal No. 3:** *"Maintain a safe and secure operating system."*

8) References: **Exhibit A - Surplus Vehicles – October 2025.**

EXHIBIT A
SURPLUS VEHICLES - OCTOBER 2025

VANPOOL VANS						
ITEM	VEHICLE #	YEAR	MAKE/MODEL	# SEATS	MILEAGE	EST. VALUE
1	2335	2013	Ford Econoline 12 passenger	12	110,236	\$10,000.00
2	2344	2013	Ford Econoline 12 passenger	12	124,654	\$8,750.00
3	2349	2013	Ford Econoline 12 passenger	12	116,349	\$10,000.00
4	2351	2013	Ford Econoline 12 passenger	12	116,753	\$10,000.00
5	2355	2013	Ford Econoline 12 passenger	12	111,634	\$10,000.00
6	2430	2014	Chevrolet Express 12 passenger	12	133,926	\$8,750.00
7	2437	2014	Chevrolet Express 12 passenger	12	122,518	\$10,000.00
8	2444	2014	Chevrolet Express 12 passenger	12	145,469	\$8,750.00
9	2513	2015	Chevrolet Express 12 passenger	12	146,873	\$8,750.00
10	2514	2015	Chevrolet Express 12 passenger	12	110,208	\$10,000.00
SUBTOTAL						\$95,000.00
FACILITIES VEHICLE						
ITEM	VEHICLE #	YEAR	MAKE/MODEL	# SEATS	MILEAGE	EST. VALUE
1	1293	2006	Ford F250	6	167,215	\$8,750.00
2	1295	2008	Ford F450	6	135,863	\$12,500.00
SUBTOTAL						\$21,250.00
TOTAL ESTIMATED SURPLUS VEHICLE VALUE						\$116,250.00

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-A
MEETING DATE: October 15, 2025

FOR: **Intercity Transit Authority**

FROM: **Emily Bergkamp, General Manager, 360-705-5838**

SUBJECT: **Update On Federal Advocacy Activity**

1) The Issue: Dale Learn, our federal advocate from Gordon Thomas Honeywell Governmental Affairs, will provide the Authority with an update on activities affecting public transportation in Washington D.C.

2) Recommended Action: This is an informational item.

3) Policy Analysis: Policy EX-0008 "Establishing Organization Relationships" asserts Intercity Transit shall maintain and strengthen relationships with jurisdictions including the Federal Transit Administration (FTA). This ensures Intercity Transit takes advantage of the resources made available by, and the experience of, federal transportation agencies. Intercity Transit employs the firm Gordon Thomas Honeywell to assist staff in keeping up to date with federal activities.

4) Background: Dale Learn, Managing Partner-Federal Affairs at Gordon Thomas Honeywell Governmental Affairs, will discuss the current issues facing Congress and the Administration and how they relate to Intercity Transit. He will focus on current and future federal funding issues involving the U. S. Department of Transportation, Federal Transit Administration and other federal agencies. He will also discuss current and future federal policies that have an impact on our ability to partner with the federal government. In addition, he will briefly address how Intercity Transit can be more connected with our federal legislators outside of our annual visit to Washington, D.C.

Intercity Transit has been contracted with Gordon Thomas Honeywell since 2008. Dale Learn and Paul Hoover, Senior Government Affairs Consultant, are our primary contacts with the firm.

5) Alternatives: N/A.

6) Budget Notes: Intercity Transit's contract with Gordon Thomas Honeywell Governmental Affairs is \$96,000 a year.

7) Goal Reference: Consistent federal advocacy will help achieve all goals of the agency.

8) References: N/A.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-B
MEETING DATE: October 15, 2025

FOR: Intercity Transit Authority

FROM: Noelle Gordon, Procurement and Project Management Coordinator, (360) 705-5857

SUBJECT: Purchase of Operations Uniforms

- 1) The Issue:** Consideration of the purchase of as-needed uniform items for Operations staff.
- 2) Recommended Actions:** Authorize the General Manager, pursuant to Washington State Contract 03424, to purchase as-needed uniform items from Galls, LLC (Galls) in an amount not-to-exceed \$225,000 per year, including sales tax.
- 3) Policy Analysis:** The Procurement Policy indicates the Authority must approve any contract over \$100,000.

Background: Intercity Transit seeks to continue to purchase uniform items for Operations staff on an as-needed basis. These items include replacement garments for current staff and new items for new employees. Galls has been Intercity Transit's uniform provider for the past several years.

To ensure the uninterrupted and reliable provision of uniforms, staff seek approval to transition to the Washington State Department of Enterprise Services (DES) Master Contract 03424 for uniforms and accessories.

This new DES master contract was awarded to Galls following a competitive bid process, ensuring fair and reasonable contract pricing through the state's procurement process.

As a member of the Washington State Purchasing Cooperative, Intercity Transit is eligible to utilize this contract.

Based on our positive history with Galls and the necessity of ensuring a continuous, reliable, and reasonably priced uniform supply, staff recommends using the DES Master Contract 03424.

- 4) Alternatives:**

- A. Authorize the General Manager, pursuant to Washington State Contract 03424, to purchase as-needed uniform items from Galls, LLC in an amount not-to-exceed \$225,000 per year.

B. Defer action. Deferred action would result in a lapse of contract coverage for Operations uniform items.

6) **Budget Notes:** The 2025 budget includes \$225,000 for standard Operations Uniform items. We anticipate a similar allocation for the 2026 budget. Orders will be placed on an as-needed basis and will not exceed the annual budgeted amount.

7) **Goal Reference:** Goal #2: *"Provide outstanding customer service"*

8) **References:** N/A.

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-C
MEETING DATE: October 15, 2025

FOR: Intercity Transit Authority

FROM: Jana Brown, Chief Financial Officer, 360-705-5816
Emily Bergkamp, General Manager, 360-705-5889

SUBJECT: 2026 Draft Budget and Set Public Hearing

1) The Issue: Introduce the Draft 2026 Budget and set the Public Hearing date.

2) Recommended Action: Set the public hearing for the 2026 draft budget for 5:30 p.m., Wednesday, November 5, 2025. Final adoption is proposed for December 3, 2025.

3) Policy Analysis: It is the policy of the Intercity Transit Authority to review and accept comments from the public prior to adopting the annual budget. The draft budget document relies on the Capital Improvement Plan and coordinates with the Strategic Plan. The Strategic Plan identifies the Authority's plan regarding service levels, which is the prime driver of proposed expenses for 2026.

4) Background: Staff will present elements of the draft 2026 budget to include capital projects, new initiatives, new staff, on-going projects from the previous fiscal period, and operational expenses. Staff will also discuss potential grant opportunities, which align with the Strategic Plan, and their impact on the budget.

The proposed Operating budget for 2026 is \$105 million, which includes \$3.4 million for rollover projects.

The proposed Capital budget for 2026 is \$73.6 million, which includes \$25.2 million in new projects and \$48.4 million for rollover projects.

The total proposed 2026 expenditure budget including staff recommended new projects/positions is \$178.6 million.

The major elements of Intercity Transit's 2026 budget are:

- Sales tax revenue for 2026 has been conservatively budgeted, representing what has been collected thus far in 2025, which represents a 3% increase of 2024 actuals.

- Continue construction to renovate the Pattison Street maintenance facility
- “One IT” Technology Project to include an Enterprise Resource Planning (ERP) System, an Equipment and Asset Management (EAM) System, and a Transit Operations Management (TOMS) System.
- Life Cycle Vehicle Replacements
- Continuing the pursuit of the grant funded BRT and Corridor Programs
- Lacey Smart Sensors Project
- Transfer Centers and Bus Stop Improvements
- Add 9 new positions:
Commuter Services Assistant, Operations Assistant, Transit Instructor Supervisor, and 2 Transit Instructors, Human Resource Analyst, Information Services Technician, Inventory Specialist and a Facilities Tech III

5) **Alternatives:** N/A.

6) **Budget Notes:** The Authority will review the draft budget at their meeting on October 15, 2025, meeting. A public hearing has been scheduled for Wednesday, November 5, 2025. The Draft Budget package is available for public review and comment on Intercity's public facing webpage. The budget is scheduled for adoption on December 3, 2025, Authority meeting.

7) **Goal Reference:** The annual budget impacts all agency goals.

8) **References:** [DraftBudget-2026.pdf](#)

INTERCITY TRANSIT AUTHORITY
AGENDA ITEM NO. 4-D
MEETING DATE: October 15, 2025

FOR: **Intercity Transit Authority**

FROM: **Emily Bergkamp, General Manager, 360-705-5838**

SUBJECT: **2025 Community Advisory Committee (CAC) Recruitment**

1) The Issue: To review CAC applications and identify applicants for interviews.

2) Recommended Action: Direct staff to schedule interviews based on the recommendations of the ad-hoc committee on November 7, 2025.

3) Policy: Per CAC Bylaws, the Intercity Transit Authority (ITA) appoints members to the Community Advisory Committee. In 2011, the ITA approved an additional youth position, increasing the number of members from 19 to 20. In 2023, the Ad hoc Committee recommended the inclusion of an alternate youth representative, and the alternate youth position began in 2024. It is the ITA's direction to conduct an annual recruitment for open advisory committee member vacancies and youth representatives.

4) Background: The CAC is comprised of 20 members representing the diversity of our community. There are six vacant general positions, and two positions for youth representative.

Thirty-eight (38) applications were received by the submission due date of October 4, 2025. The ad-hoc committee, made up of three ITA and three CAC members recommends interviewing a portion of applicants, rather than all and select applicants based on thoroughness of responses and committee needs. The ad-hoc committee will prepare a list of 18 short-list applicants (3 per vacancy) and 5 standby applicants. The recommendation includes interviewing all youth applicants.

The committee will recommend candidates for appointments at the December 3, 2025, ITA meeting.

5) Alternatives:

- A. Direct staff to schedule interviews based on the recommendations of the ad-hoc committee.
- B. Direct staff to schedule interviews for all of the applicants.

C. Direct staff to defer to a new recruitment until 2026.

6) **Budget Notes:** N/A.

7) **Goal References:** Maintaining active, interested Community Advisory Committee members support all agency goals.

8) **References:** N/A.