

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
November 19, 2025

CALL TO ORDER

Vice Chair Pierce called the meeting of the Intercity Transit Authority to order on November 19, 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; Thurston County Commissioner Carolina Mejia; Community Representative Wendy Goodwin; Labor Representative, Mark Neuville; Community Representative Justin Belk; City of Tumwater Councilmember Kelly Von Holtz; and City of Olympia Councilmember Robert Vanderpool.

Members Excused: City of Yelm Councilmember Brian Hess.

Staff Present: Emily Bergkamp; Pat Messmer; Katie Cunningham; Nicole Jones; Thera Black; Matt Kenney; Brian Nagel; Jana Brown; Jonathon Yee; Ramon Beltran; Jessica Gould; Lynne Cunningham; Daniel Van Horn; Michael Maverick; Nick Demerice; Peter Stackpole; Tammy Ferris; Brenden Houx; Jonathan Martin; Rob LaFontaine; Paul Kierzek.

Others Present: Jeff Myers, Legal Counsel; Margaret Janis, Community Advisory Committee.

STAFF INTRODUCTIONS

- A. Alejandro Soto introduced Jennifer Reynolds and Shawn Willis, Inventory Specialists.**

APPROVAL OF AGENDA

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

PUBLIC COMMENT - None.

APPROVAL CONSENT AGENDA

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

- A. Minutes - October 1, 2025, and October 15, 2025, Regular Meeting**
- B. Payroll October: \$4,526,471.61**
- Warrant Numbers: 43835-43837; 43988-43991 in the amount of \$18,982.03
 - ACH Payments: \$4,507,489.58

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C. Accounts Payable October: \$6,209,963.33

- Disbursed Warrants, Numbers: 43774-43834; 43854-43987; 43992-44042 and Voided Warrants, Numbers: 37636, 37697, 37900, 38162, 38302, 38505, 38708, 39527, 39654 & 43222 in the amount of \$6,191,058.7
- ACH Payments: \$18,904.59

NEW BUSINESS

A. May '26 Service Change Summary & Draft Equity Analysis Recommendation.

Rob Lafontaine, Planning Deputy Director, and Nick Demerice, Chief Communications Officer, presented an update on the public engagement process for the system redesign anticipated for May 2026. The engagement followed the public hearing and included 44 written comments, with approximately 40% focused specifically on Evergreen State College and Route 41. Following the hearing, staff met with Evergreen contacts and quickly addressed circulating misinformation, leading to a stop in Route 41-specific comments within 24 hours. Notably, the person behind the "Save the Route 41" Instagram account later posted support for the redesign's objectives.

Demeris outlined the three phases of the redesign process: the Design Phase (built on data and customer feedback, completed in 2024), the Test Phase (involving initial external engagement with authorizing environments and community stakeholders), and the current Adoption Phase. He emphasized the difficulty in the Adoption Phase for riders to understand the true impact of the changes because the granular details like timetables and trip planners are still being finalized. The feedback received largely shows a desire for this detailed, personalized information, which will be the focus of the upcoming Education Phase. Staff believes the proposed design represents a "net positive" for the community, which is the focus of the current Board action request.

LaFontaine added that the comments received did not identify any "fatal flaws," meaning no significant changes to the draft plan are anticipated. However, the feedback highlights the need to be highly mindful of transfer logistics, the pedestrian experience (e.g., crosswalks, shelters), and total trip time during the final development. He shared that the Community Advisory Committee (CAC) met two days prior and unanimously endorsed the document's progress. Staff are working on the final draft, expecting only one minor alignment change to proposed Route 50 for Operator layover benefit, which also saves a bus stop. Staff recommends Board action in two weeks, acknowledging the significant amount of work ahead for the implementation and education phases to minimize rider disruption on the launch date.

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The discussion following the staff presentation focused on specific rider concerns, the communication process, and the upcoming steps toward system implementation.

Concerns and Clarifications (Evergreen & Nightline)

- **Evergreen Concerns:** Vanderpool acknowledged that after staff outreach, concerns regarding the changes to the Evergreen State College service (moving from one route, Route 41, to two new routes) have narrowed down primarily to the span of service (lateness factor/late hours) on the Division Street route. He noted this is a continuing conversation with Evergreen regarding their willingness to partner on service hours.
- **Nightline Service:** Demerice clarified the Nightline service, which is currently underwritten by a contract with Evergreen, will continue past the service change, ensuring essential late-night service remains available.

Implementation and Education Timeline

- **Post-Implementation Review:** Staff plans to survey the community in the fall of 2026, after the May launch, to gather feedback on the changes – testing if the system is a net positive and informing future adjustments, as the transit system is constantly evolving.
- **Trip Planner Launch:** The new system's trip planner is projected to be live and available for rider use in January 2026 (Phase 4). This tool will allow riders to input travel dates after the May 2026 change (e.g., May 5th) to see their new routes, connections, and schedules, which is expected to significantly reduce rider anxiety. The intention is to launch all maps and communication tools simultaneously.
- **Bus Stop Amenities:** Board members raised questions about new bus stop amenities. LaFontaine stated that approximately 100 new bus stops are coming online, with about a third starting as "budget friendly" simple two-seater stops. The conversion to more permanent, shelter-ready stops happens over time through bus stop enhancement efforts, depending on factors like right-of-way limitations and location suitability. Providing comfortable waiting areas, particularly for those with mobility issues, was suggested as a key incentive for ridership.

Community Engagement and Equity Focus

- **Internal and External Education:** Staff emphasized the need for a massive public education push, including training Operators (who are the first point of contact), providing customized outreach materials ("swag"), and seeking community ambassadors (non-profits, organizations) to spread information, especially to areas receiving new service for the first time.
- **Equity and COVID-19 Impact:** Bergkamp noted the COVID-19 pandemic disrupted the initial Prop 1 plans but ultimately led to a stronger focus on equity and data. The minor sacrifices some riders might make (e.g., a few minutes

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longer commute for an Evergreen student) are being used to redeploy resources to serve families with limited resources who need access to critical locations like LP Brown, demonstrating the community's commitment to supporting those who need it most.

- **CAC Endorsement:** Bergkamp and Margaret Janis from the CAC reiterated that the Community Advisory Committee unanimously endorsed the proposal, signaling confidence in the work done to date.
- **Visual Learning Tools:** Staff are exploring the public sharing of new route video footage, typically used for Operator training, to aid visual learners in becoming familiar with the new routes.

Conclusion and Next Steps – LaFontaine and Demerice expressed gratitude for the feedback and confirmed they are moving forward, with staff anticipating recommending a Board action on the service summary and analysis document on December 3. Final public conversations are scheduled with the Tumwater City Council on Tuesday, November 25 and the Olympia City Council on December 2.

B. CAC Recruitment Recommendations. Bergkamp presented the recommendations from the ad hoc committee for appointments to the Community Advisory Committee (CAC) following a successful recruitment drive. Staff, including Amanda Collins and Administrative Intern Nichole Jones, and the Marketing department were instrumental in the recruitment efforts. This year, the Board-approved stipend for CAC members was clearly advertised, leading to a strong turnout of just under 40 applications for six open positions and two youth positions. Approximately 20 candidates were interviewed.

Bergkamp presented the following recommendations:

- Reappoint Claire Bourgeois to a second consecutive three-year term beginning January 1, 2026.
- Appoint the following individuals to three-year terms beginning January 1, 2026: DC Wheat; Ellen Matheny; Jacqueline Garrison; Kindra Galan; Marty Slighte; Matthew Collins; and Rabia Sheik.
- Appoint the following individuals to a one-year term youth position: Andrew Hague and Finch Lucas.
- Select the following individuals to be on the list of approved alternate candidates for 2026: Jamie Thompson; Jordan Lefever; Monica Kaplan; Shellee Billings.

Belk and Goodwin, who served on the selection committee, expressed that the candidate pool was highly competitive and impressive, featuring individuals deeply passionate about their community and representing diverse perspectives. They noted the difficulty of the selection process but highlighted that the recommended individuals will significantly increase the diversity and representation on the CAC, allowing Intercity Transit to better reach various segments of the community. They also offered encouragement to all applicants who were not selected, urging them to remain involved as transit consumers and attend the open CAC meetings.

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It was M/S/A by Belk and Goodwin to:

- **Re-appoint Clair Bourgeois to serve a second consecutive three-year term beginning January 1, 2026.**
- **Appoint the following individuals to three-year terms beginning January 1, 2026: *DC Wheat, Ellen Matheny, Jacqueline Garrison, Kindra Galan, Marty Slighte, Matthew Collins, and Rabia Sheik.***
- **Appoint *Andrew Hague and Finch Lucus* to one-year youth positions beginning January 1, 2026.**
- **Select the following individuals to be on a list of approved alternate candidates: *Jamie Thompson, Jordan Lefever, Monica Kaplan, and Shellee Billings.***

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (Nov. 6).** Vanderpool said the TRPC completed the initial preview of its annual workplan, and selected Elissa Gertler as the next Executive Director, who is expected to start in early December. Gertler brings a wealth of experience in both housing and transportation, having previously worked for Metro in Oregon – a large regional planning organization encompassing five counties with extensive responsibilities and budget management. Gertler originally focused on transportation but recognized the deep connection between transportation and housing needs, expanding her expertise in both areas. Vanderpool expressed excitement for her leadership, noting her extensive experience, strong communication skills, and great sense of humor.
- B. Transportation Policy Board (Nov. 12).** Belk reported staff from the Washington State Department of Transportation (WSDOT), Olympic Region, provided a significant update on the I-5 Marvin Road to Mounts Road corridor project, which spans the area near the Nisqually Delta, connecting JBLM/DuPont to Lacey/Tumwater/Olympia. WSDOT wrapped up the PEL phase of the project, settling on future plans for the segment.

Discussions focused on cost and timeline efficiencies, comparing two main construction approaches:

1. Rebuilding the segment within its current footprint, which would cause significant traffic impacts.
2. Building most of the new infrastructure outside the current I-5 footprint, leading to much less disruption, except when tying into the new segments. This option may also allow for the reuse of the old pavement for a shared-use path.

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The project will extend HOV lanes into Thurston County, continuing the program started to the north. A Transportation Policy Board (TPB) member also unofficially suggested the dedicated right-of-way created by the offline rebuilding option could potentially be used for Express Bus lanes after construction. WSDOT had discussions with the Nisqually Tribe regarding the project's trade-offs.

Belk said Paul Brewster from the TRPC presented an update on the Southwest Thurston County Trail study. This study focuses on planning trail connections and identifying alignments in the Rochester, Grand Mound, and Chehalis Tribe area. The goal is to establish how trail users can navigate within these communities, building upon existing or planned connections that run from Olympia down to Rochester. The study narrowed down several potential alignments to a few high-ranking lines on the map, which will be the focus of continued planning.

Belk said the TPB received an update on the ongoing recruitment for its own community and business representatives, which is proceeding as scheduled.

The conversation transitioned into a follow-up discussion on the I-5 Marvin Road to Mounts Road Corridor project, specifically addressing environmental concerns within the Nisqually Delta area.

Goodwin raised a concern about silt levels and the sensitive environmental area of the Nisqually Delta, questioning how WSDOT's proposed construction methods (both in-place and offline options) would manage foundation issues and environmental impact, particularly since the current sediment buildup on the bridges is a known problem contributing to the need for replacement.

Belk confirmed he did not recall a detailed discussion on the silt or specific environmental impacts during the TPB meeting but assured that WSDOT is actively conducting the necessary site investigations and weighing risks due to the sensitive geography. Vanderpool said the project is currently in the Environmental Assessment phase (part of the NEPA/SEPA process), which includes studying natural resources, habitat restoration, and mitigation strategies. This phase will evaluate the two main construction scenarios: the Build Alternative (which includes HOV lanes, new bridges, and ecosystem enhancements) and the No Build Alternative. He acknowledged the "offline" construction (building next to the existing highway) would necessitate building on one side of the current I-5 footprint, likely shifting construction further north where environmental concerns are often more pronounced. Vanderpool noted

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WSDOT is addressing the issue of sediment buildup as it is a major reason for replacing the existing bridges.

Vanderpool expressed his disappointment that the current planning has separated out rail preparedness, reflecting limitations in the state budget. Von Holtz clarified that WSDOT does have rail components in several larger plans (State Rail Plan, Freight Plan, I-5 Cascadia Plan), but current budgeting constraints are what prevent a focus on immediate construction or development.

Goodwin expressed interest in ensuring that environmental concerns, especially regarding the sensitive delta ecosystem, are carefully monitored as the project progresses through the planning and funding phases.

- C. Community Advisory Committee (Nov. 17)** Janis said the main discussion focused on the system redesign update, where Rob Lafontaine presented information similar to what was shared with the ITA and the CAC responded by giving a unanimous "big thumbs up" to the proposed activities moving forward. The CAC also received an update from Peter Stackpole, Development Director, who shared interesting information on various technical changes being explored, such as intelligent crosswalk technology that can detect if a pedestrian is moving slowly and can hold the signal light longer to ensure they safely cross the street. The meeting also marked the end of the terms for four individuals on the CAC, who were presented with certificates by Bergkamp in recognition of their service. This was their final meeting, as the CAC meeting scheduled for December 15 was cancelled for the holiday season.

GENERAL MANAGER'S REPORT

- **Update on Vanpool Fare Waiver for impacted Federal workers** - IT credited close to \$2,500 in vanpool fares for federal workers who were not being paid their salary and/or not receiving their usual subsidy during the federal shutdown. The shutdown ended November 13, and we will likely be back to status quo when groups pay their December fares; but we can work with groups who are still experiencing a lag in receiving their subsidies for that month if needed. Bergkamp shared several notes of thanks from impacted federal workers who vanpool:
 - "THANK YOU. This is a very generous offer.... Thank you! I will remember this support and support Intercity Transit in return."
 - "I appreciate the support and thank you very much!"
 - "Thank you for the update and resolute support!"
 - "This is such a great help to me, and I sincerely appreciate it. Many thanks!"
 - "I am struggling to make ends meet and this really helps me out!!!!"

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- “I’m glad you reached out about this! I want you to know we all appreciate this support.”
- **Staff and Engineering professionals present East Martin Way Gateway Station Roundabout Project at local homeowners association (HOA) meetings** - Peter Stackpole, Development Director, attended the Ridgeview 2 HOA meeting Sunday, November 23 at Fire Station 31 in Lacey. Adjacent HOA members from Ridgeview I, Nisqually Bluff, and Steilacoom Ridge were also invited.

Residents in these neighborhoods raised concerns about westbound access to Martin Way and about overall safety if a roundabout is constructed at the Martin Way / Meridian intersection. Our traffic analysis shows access to Martin Way will, in fact, be easier with a roundabout in place. The safety benefits are also well-supported – both by our analysis and by national data demonstrating that roundabouts outperform traditional at-grade intersections in reducing severe crashes.

At the meeting, Stackpole reviewed the traffic analysis, shared crash data from similar treatments in Thurston County, and debuted the story map created as part of our outreach efforts:

<https://storymaps.arcgis.com/stories/32d99b06e2e7479f927691642006d957>

We are also coordinating our outreach with Thurston County’s Community Outreach Team, who recently endorsed the effort and requested the County logo be included in outreach materials going forward.

- **Bergkamp shared WSTA Q4 Board Meeting Highlights:**
 - Federal updates from WSTA’s federal advocate and The Bus Coalition.
 - Reviewed state legislative outlook and WSTA 2026 priorities.
 - Took a tour of Mason Transit’s multi-use transit center in downtown Shelton.
 - Received updates from WSDOT on Statewide Planning efforts, grants and community partnerships.
 - Took action on WSTA business items pertaining to the budget.
- **World Cup Planning** - Matches in 3 regions start June 11, 2026, and go through July 19, 2026. We are creating a budget on how we plan to spend WSDOT funding available to us as a Fan Zone so we can submit our plan prior to the timeline of 12/1. Possible plans include a combination of increased Express service June/July timeframe for regional games in Seattle and Vancouver, BC, and some elements of service for the local fan zone events planned at The Port of Olympia. WSDOT suggested we think of the expenditure plan as a budgetary document rather than a detailed account of

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every penny. We still have plenty of time to dial in what the service will look like.

Thurston County Chamber is the lead – Jennie Foglia-Jones is a consultant who is the point of contact. We've met once, and she confirmed last week she will send specific info regarding the public events planned at The Port so we can plan how best to support that. Details like where parking will be located for attendees if they plan to drive, etc. since our temporary service would likely serve the parking and event location.

Foglia-Jones recently hosted a family and friends' opportunity on November 9 for a beta test of the "SEA & WIN" app. Each Fan Zone city will feature its own tour on the app. This recent opportunity was to playtest the Olympia portion of the Olympia/Lacey tour. Participants took an hour-long walk through downtown to test the location markers, play a few games, take a few quizzes about their favorite Olympia businesses and locations, and shared feedback. We will very likely promote transit as a way folks can engage with various app activities. Foglia-Jones mentioned it's similar to how Pokémon Go works.

- **The Holiday Banquet is on Friday, December 5 - ITA and CAC are invited.**
- **Recent Federal Proposals** - On November 14, Politico published an article that the U.S. Department of Transportation (DOT) advanced two proposals to the White House Office of Management and Budget (OMB) that significantly jeopardize public transit investment. First, DOT proposes to eliminate the Mass Transit Account (MTA) of the Highway Trust Fund and dedicate the current MTA tax revenues (2.86 cents per gallon of gasoline) to highway programs. This proposal would eliminate public transit's contract authority, which provides guaranteed funding for transit formula and other programs. Second, DOT proposes to prohibit States from using their Federal-aid highway funds for public transit investments. Under current law, States transfer more than \$1.5 billion per year from highway programs to transit investment. At this point, these DOT proposals are internal documents and not the Trump Administration's official position. Bergkamp will attend a meeting hosted by APTA to discuss DOT's proposals and APTA's response in more detail.

Federal advocate Dale Learn mentioned that leaders, including those in the House, Senate, and APTA, have panned the idea. We will certainly have to sign letters and talk about it, but he feels there's a good chance this will not come to pass.

AUTHORITY ISSUES

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Neuville said Operations staff are engaged in the transition to the new 2026 schedule, noting it requires significant effort; for instance, familiarizing Operators with the new routes alone is a 20-hour task. He said good progress is being made on integrating the Safety Program with the Preventability Program.

Vanderpool said the Olympia City Council passed its Missing Middle Update 2.0, aligning with and expanding upon state legislation for Tier One cities. This update increases housing density by adjusting factors like setbacks and building heights across the city. Vanderpool said the new Intercity Transit route changes directly impact the city's zoning by expanding the half-mile radius from transit stops rule, which covers about 85% of the city. This expansion affects parking minimums and general zoning, enabling more development across a wider area.

Vanderpool said the City Council approved a one-time allocation of \$50,000 for the local Food Bank, combining councilmember and city manager funds to meet community needs. Also, the city is working with a new lobby firm, prioritizing state and federal advocacy to secure continued grants for sidewalk and project needs, guided by the principle of "do no harm" given the shaky budget climate.

Vanderpool reiterated his disappointment that the specific I-5 South project discussed at the TPB does not include planning for the necessary grade or bridge strength to support heavy rail weight, though high-speed rail remains a separate cascading project.

Belk said it was a pleasure to serve on the CAC interview panel. He thanked the staff for their work on the system redesign, affirming that all his questions were answered, and reiterated his pleasure at seeing the CAC give the plan full endorsement.

Pierce reported on the biannual Pension Committee meeting. A massive project to update the Pension Trust Plan has been completed, finalized, and printed. The current focus is on employee education regarding contributions to the 401(k) and 457 plans, which Intercity Transit offers alongside the state PERS system, including information about the agency's matching contributions. Information is being distributed through various internal channels, including union representatives (IAM and ATU) and department representatives.

EXECUTIVE SESSION – At 7:07 p.m., Vice Chair Piece announced that in accordance with RCW 42.30.110 (1) (b), the Authority and designated staff would conduct an Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase. As no further action was taken, the ITA did not reconvene back to regular session.

ADJOURNMENT

With no further business to come before the Authority, Vice Chair Pierce adjourned the meeting at 7:07 p.m.

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INTERCITY TRANSIT AUTHORITY

Carolyn Cox

Carolyn Cox, Chair

ATTEST

Patricia Messmer

**Pat Messmer
Clerk of the Board**

Date Approved: December 17, 2025

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

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**EXHIBIT A
SURPLUS VEHICLES - OCTOBER 2025**

<u>VANPOOL VANS</u>						
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
<u>FACILITIES VEHICLE</u>						
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