

**AGENDA**  
**INTERCITY TRANSIT AUTHORITY**  
**Wednesday, December 3, 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 910 248 197#

**To provide Public Comment remotely, contact the Clerk of the Board at (360) 705-5860 or email [pmessmer@intercitytransit.com](mailto: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**

**STAFF INTRODUCTION** **5 min.**

**A. Jacqueline “Jax” Peterson, Marketing & Communications Rep** (*Nick Demerice*)

**1. APPROVAL OF AGENDA** **1 min.**

**2. PUBLIC HEARING** **15 min.**

**A. Draft 2026-2031 Strategic Plan** (*Emily Bergkamp*)

**3. PUBLIC COMMENT** **15 min.**

**4. APPROVAL OF CONSENT AGENDA** **1 min.**

**A. Transit Center Security Services Contract Extension** (*Brenden Houx*)

Renew the transit center security services contract with PalAmerican, Security, Inc.

(PalAmerican) for another additional year in the amount of \$1,600,000, including sales tax.

**5. NEW BUSINESS**

**A. Approve 2026 Budget** (*Jana Brown*) **5 min.**

**B. Transit Center Security Services Contract Capacity** (*Brenden Houx*) **5 min.**

**C. Transit Asset Management Plan Update** (*Brenden Houx*) **10 min.**

**D. Bus Stop Pads Service Change Project 2504** (*Jonathan Martin*) **5 min.**

**E. May 2026 Service Change Adoption** (*Rob LaFontaine*) **10 min.**

**6. GENERAL MANAGER’S REPORT** **5 min.**

**7. AUTHORITY ISSUES** **5 min.**

**8. EXECUTIVE SESSION** – The Intercity Transit Authority will conduct an Executive Session pursuant to **RCW 42.30.110 (1) (g)** to review the performance of the General Manager.

**9. EXECUTIVE SESSION** -The Intercity Transit Authority will conduct an Executive Session pursuant to **RCW 42.30.110(1)(i)** to discuss with legal counsel matters concerning ATU arbitration.

**No final action will occur during the Executive Sessions; therefore, the Authority will not reconvene to an open session and the meeting will be adjourned.**

## **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](mailto: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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 2-A**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Emily Bergkamp, General Manager, 360.705.5889

**SUBJECT:** 2026-2031 Draft Strategic Plan Public Hearing

- 
- 1) **The Issue:** To conduct a public hearing on the 2026-2031 Draft Strategic Plan.
- 
- 2) **Recommended Action:** Receive comment on the Draft 2026-2031 Draft Strategic Plan.
- 
- 3) **Policy Analysis:** The Intercity Transit Authority Bylaws Section III states: "The Authority shall be responsible for establishing and monitoring the policies of Intercity Transit, its budget and its service levels." The Strategic Plan defines the levels and types of public transportation services offered over the next six years and determines the amount and sources of revenue to finance the services.
- 
- 4) **Background:** The Draft 2026-2031 Strategic Plan expresses specific policy positions and includes operating and capital budget recommendations. The Strategic Plan is updated yearly and covers a six-year period. This 2026-2031 Strategic Plan addresses our state of growth in accordance with the long-range plan and goals of Proposition 1.
- 
- 5) **Alternatives:** N/A.
- 
- 6) **Budget Notes.** The Strategic Plan provides the vision for the development of the annual budget.
- 
- 7) **Goal Reference:** The Strategic Plan specifies how resources will be allocated to address all agency goals.
- 
- 8) **References:** [Draft 2026-2031 Strategic Plan](#)

**INTERCITY TRANSIT AUTHORITY  
CONSENT AGENDA ITEM NO. 4-A  
MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Brenden Houx, Senior Procurement & Project Management  
Coordinator, 360-888-0018

**SUBJECT:** Transit Center Security Services Contract Renewal

- 
- 1) **The Issue:** Renew the transit center security services contract with PalAmerican, Security, Inc. (PalAmerican) for another additional year.
- 
- 2) **Recommended Action:** Authorize the General Manager to execute a contract amendment with PalAmerican to renew the contract for transit center security services for a period of one year in the amount of \$1,600,000, including sales tax.
- 
- 3) **Policy:** The Procurement Policy states the Authority must approve any expenditure over \$100,000.
- 
- 4) **Background:** In June 2022, PalAmerican was awarded Intercity Transit's contract for unarmed security services at Intercity Transit's facilities. The initial contract term was for a period of eighteen (18) months, with four one-year renewal options. The next term was a 12-month extension for security services in 2024; the second term was another 12-month extensions for security services in 2025. This item represents the third one-year renewal for services in 2026.

Under this renewal effective January 1, 2026, PalAmerican will continue to provide daily unarmed security services at Intercity Transit facilities, including the Olympia Transit Center, Lacey Transit Center, Pattison campus which also includes the leased Bobcat parking lot, and patrols of the Martin Way Park and Ride. Under this renewal, PalAmerican will provide over 3200 hours of security services each month. The Olympia Transit Center will be staffed with two (2) security guards 24 hours per day, the Pattison Street Facility will be staffed with one (1) security guard 24 hours per day, the leased Bobcat parking lot will be staffed with one (1) security guard up to 19 hours per weekday, and the Lacey Transit Center will be staffed with one (1) security guard 19.5 hours per day on weekdays and 18 hours per day on weekends.

In accordance with the contract terms, the proposed renewal reflects a 2.8% rate increase. This rate increase is in alignment with the Seattle Consumer Price Index

increase over the past year. Market research indicates the proposed renewal rates are fair and reasonable.

Based on PalAmerican's record of performance and adaptability throughout the first three years of the contract, staff remains confident that the firm will continue to provide necessary services at our facilities with a professional and valuable presence and recommends that the contract is renewed.

---

5) **Alternatives:**

- A. Authorize the General Manager to execute a contract amendment with PalAmerican to renew the contract for transit center security services for a period of one year in the amount of \$1,600,000, including sales tax.
- B. Defer Action. This alternative may result in a lapse of security services and coverage at Intercity Transit facilities.

---

6) **Budget Notes:** This contract renewal falls within the 2026 budget allocation for security services.

---

7) **Goal Reference:** **Goal #2:** *"Provide outstanding customer service."* **Goal No. 3:** *"Maintain a safe and secure operating system."*

---

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-A**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Jana Brown, Chief Financial Officer, 360.705.5816

**SUBJECT:** 2026 Budget Adoption

- 
- 1) **The Issue:** Adopt the 2026 Budget.
- 
- 2) **Recommended Action:** Adopt Resolution 06-2025 that establishes the 2026 Budget.
- 
- 3) **Policy Analysis:** It is the policy of the Intercity Transit Authority to adopt the annual budget. The 2026 budget is prepared according to the Capital Improvement Plan and coordinates with the Strategic Plan. The Strategic Plan identifies the Authority's intent regarding service levels, which are the prime drivers of all proposed expenses for 2026.
- 
- 4) **Background:** The 2026 draft budget has been available to the public on Intercity Transit's website since October 6. A public hearing was held on Wednesday, November 5, 2025.

The proposed Operating budget for 2026 is \$105.2 million, which includes \$3.4 million for rollover projects.

The proposed Capital budget for 2026 is \$90.3 million, which includes \$42 million in new projects and \$48.2 million for rollover projects.

The total proposed 2026 expenditure budget including staff recommended new projects/positions is \$195.5 million.

The changes implemented from the draft budget presented to the Authority Board and the public on October 6<sup>th</sup> resulted in an overall increase of \$16.9 million for the following operating and capital expenditure items:

<b>2026 DRAFT Budget</b>		
<b>Total Operating and Capital (10.15.2025)</b>	<b>\$178,569,585</b>	
Fixed Route Bus Replacements	18,232,594	Increased capacity due to Order fulfillment delays
DAL and Vanpool Vehicle Replacements	1,501,570	Carry-over and increased capacity due to Order fulfillment delays
Capital Equipment and Improvements	305,000	Carry-over adjustment
Alternative Fueling Infrastructure	4,000,000	Site Design & Const. related to Hydrogen Fueling Station
Battery Electric (BEB) Coach Replacement	(4,672,000)	Removed due to grant funding
Pattison Bus Canopy retrofit	7,000,000	Design & Const. for conversion of temp shop to final programming needs
Pattison Maintenance Bldg Improvements	(9,739,390)	Adjust due to work performed in 2025
Salaries and Wages	24,263	Adjust due to increase rate of WA Paid Family Leave and L&I Increases
Security Contract	261,123	Additional Sales Tax associated with contract.
<b>2026 FINAL Budget - Operating and Capital Expenditure</b>	<b>\$195,482,745</b>	

Along with the changes to our Operating and Capital expenditure needs. We are also taking the opportunity to recognize the changes in grant revenues we know will now be forthcoming in 2026. They net to a \$4.1M increase.

---

5) **Alternatives:**

- A) Accept the budget as presented and formally adopt the budget for 2026.
- B) Direct staff to revise the proposed 2026 budget and adopt the budget as revised.
- C) Direct staff to revise the proposed 2026 budget and bring the revised budget back to the Authority.

---

6) **Budget Notes:** The 2026 Budget sets the budget for the coming year.

---

7) **Goal Reference:** The annual budget directs how we address all our goals.

---

8) **References:** Resolution 06-2025 and the [2026 Budget](#).

**INTERCITY TRANSIT  
RESOLUTION NO 06-2025  
ADOPTION OF THE 2026 BUDGET**

**A RESOLUTION** adopting the budget for Intercity Transit for the year 2026 and authorizing appropriations thereunder.

**WHEREAS**, the Governing Authority of Intercity Transit did hold pursuant to law, a duly advertised public hearing on the preliminary budget; and

**WHEREAS**, the Governing Authority did hold a public meeting this day for the purpose of fixing the final budget for the calendar year 2026; and

**WHEREAS**, at said public meeting, the 2026 final budget was approved.

**NOW THEREFORE, BE IT RESOLVED** by the Intercity Transit Authority that the following budget for Intercity Transit for the year 2026 is hereby adopted:

**ESTIMATED RESOURCES**

Beginning Estimated Cash Balance	\$ 262,000,000
Estimated Revenues	134,347,618
<b>TOTAL ESTIMATED RESOURCES</b>	<b><u>\$ 396,347,618</u></b>

**ESTIMATED UTILIZATION OF RESOURCES**

Total Operating and Capital Expenses	\$ 195,482,745
Estimated Ending Cash Balance	200,864,873
<b>TOTAL ESTIMATED UTILIZATION OF RESOURCES</b>	<b><u>\$ 396,347,618</u></b>

**ADOPTED:** This 3rd day of December 2025.

**INTERCITY TRANSIT AUTHORITY**

---

**Carolyn Cox, Chair**

**ATTEST:**

---

**Pat Messmer**  
**Executive Assistant/Clerk of the Board**

**APPROVED AS TO FORM:**

---

**Jeffrey S. Myers**  
**Legal Counsel**



**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-B**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Brenden Houx, Senior Procurement and Project Management Coordinator, (360) 819-0606

**SUBJECT:** Transit Center Security Services Contract Capacity

- 
- 1) **The Issue:** Increase the not-to-exceed contract capacity for security services provided by Pal American Security, Inc. (PalAmerican) in 2025.
- 
- 2) **Recommended Action:** Authorize the General Manager to execute a contract amendment with PalAmerican to increase the contract capacity in the amount of \$114,000.00, resulting in a new contract not-to-exceed total of \$1,160,183.00, for security services provided in 2025.
- 
- 3) **Policy:** The Procurement Policy states the Authority must approve any expenditure over \$100,000.
- 
- 4) **Background:** On December 9, 2024, Amendment #9 was executed to extend security services for the 2025 calendar year. Based on historical data and projected service needs, Intercity Transit (Transit) estimated the need for 37,915 service hours, with a not-to-exceed compensation level of \$1,046,183 for 2025 security services. However, unforeseen circumstances throughout this year have created a higher than anticipated need for security services due to rising risk at certain Transit properties, events, and other contributing factors. Without adjusting the contract capacity, Transit will be unable to maintain the level of security services, as the contract compensation limit will be reached earlier than expected. Additionally, PalAmerican's recent change in command has resulted in a more consistent service level and significantly reduced missed coverage hours.

Under this contract amendment, PalAmerican will continue to provide the same level of daily unarmed security services at Intercity Transit facilities, including the Olympia Transit Center, Lacey Transit Center, Pattison Campus, the leased Bobcat parking lot, and patrols of the Martin Way Park and Ride. The hourly service rates will remain unchanged.

However, due to a recent legislative change affecting taxable services, Transit will likely be required to pay sales tax on these services beginning in December 2025.

To account for both the additional service hours and sales tax, \$114,000.00 will be added to the contract capacity, resulting in a new contract not-to-exceed amount of \$1,160,183.00.

Based on PalAmerican's record of performance, staff remains confident the firm will continue to provide necessary services at our facilities with a professional and valuable presence and recommends the contract capacity is increased to provide complete service hours throughout the rest of the year.

---

5) **Alternatives:**

- A. Authorize the General Manager to execute a contract amendment with PalAmerican to increase the contract capacity in the amount of \$114,000, resulting in a new contract not-to-exceed total of \$1,160,183, for security services provided in 2025.
- B. Defer Action. This alternative may result in a lapse of security services and reduction in coverage at Intercity Transit facilities.

---

6) **Budget Notes:** Intercity Transit's 2025 budget includes sufficient funding to support this contract amendment.

---

7) **Goal Reference:** **Goal #2:** *"Provide outstanding customer service."* **Goal No. 3:** *"Maintain a safe and secure operating system."*

---

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-C**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Brenden Houx, Senior Procurement and Project Management Coordinator, (360) 819-0606

**SUBJECT:** Transit Asset Management Plan Update

- 1) **The Issue:** Authorization to execute a Task Order with WSP USA, Inc. (WSP), under Intercity Transit On-Call Planning Services Contract 2311M, to update Intercity Transit's Transit Asset Management (TAM) Plan.
- 2) **Recommended Action:** Authorize the General Manager to execute a Task Order with WSP in the amount of \$209,600, which includes 10% contingency, to update the Transit Asset Management Plan.
- 3) **Policy Analysis:** The procurement policy states the Authority must approve any expenditure over \$100,000.
- 4) **Background:** The Federal Transit Administration (FTA) requires all recipients of federal transit funding to develop and maintain a compliant Transit Asset Management (TAMP) in accordance with 49 CFR Part 625. This plan ensures that transit agencies are effectively managing their capital assets, such as vehicles, facilities, equipment, and infrastructure, to maintain a State of Good Repair (SGR) and optimize investment decisions. The last update to Intercity Transit's TAMP was performed in 2022, and the next required update must be completed in 2026.

Updating Transit's TAMP is necessary to:

1. **Maintain Regulatory Compliance** - The FTA mandates that the TAMP be updated at least every four years or when there are significant changes to our assets, operations, or performance targets. By updating the plan, we ensure full compliance with current FTA regulations, avoid potential funding penalties, and remain eligible for federal transit assistance.
2. **Reflect Current Asset Conditions and Inventory** - Asset conditions and inventories evolve over time due to acquisitions, retirements, maintenance, and upgrades. An updated TAMP allows us to accurately reflect the current status of our assets and ensure our investment priorities align with actual needs.
3. **Update Performance Targets and Strategies** - Over time, our performance targets, maintenance strategies, and prioritization methods may need refinement based on operational experience, technological advancements, or updated guidance from the FTA. An updated TAMP incorporates these changes and supports continuous improvement in asset management practices.

4. **Support Data-Driven Decision Making** - A current and comprehensive TAMP strengthens our ability to make informed, data-driven decisions regarding capital planning, budgeting, and service delivery – improving safety, reliability, and efficiency across our transit system. Updating the TAMP is not just a regulatory requirement, but a strategic investment in the sustainability and effectiveness of our transit operations.

Upon approval, WSP will facilitate a kick-off meeting in coordination with Intercity Transit staff and stakeholders. The project is expected to span approximately six to eight months, with completion in advance of FTA's October 2026 deadline. At a high level, WSP will provide project management and coordination, review of existing data, TAMP preparation, and production. Some of the tasks include but are not limited to:

- Data Review of the Current 2022 TAMP
- Preparation for Data Review Request
- Develop TAMP Outline
- TAMP Production
- TAMP Preparation

Based on the scope and proposed hours, staff are confident the pricing is both fair and reasonable. WSP has a successful track record working with Intercity Transit and other public agencies delivering similar projects.

---

5) **Alternatives:**

- A. Authorize the General Manager to execute a Task Order with WSP in the amount of \$209,600, which includes a 10% contingency, to update the Transit Asset Management Plan.
- B. Defer action. This alternative will result in the agency being non-compliant with FTA requirements, risk of losing federal funding, and the potential of audit findings or corrective actions.

- 
- 6) **Budget Notes:** This effort has been planned and allocated in Intercity Transit's 2026 budget. The total purchase amount of \$209,600 corresponds to the contract pricing and is within current market standards.

- 
- 7) **Goal Reference:** **Goal #3:** *"Maintain as safe and secure operating system."* **Goal # 4:** *"Provide responsive transportation options within financial and staffing limitations."* **Goal #8:** *"Integrate resiliency into all agency decisions to anticipate, plan and adapt given the critical functions of transit operations."*

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

**INTERCITY TRANSIT AUTHORITY**  
**AGENDA ITEM NO. 5-D**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority  
**FROM:** Jonathan Martin, Construction Projects Coordinator, 360-819-0244  
**SUBJECT:** Contract Award for Construction of Bus Stop Pads for Service Change, Project 2504

- 
- 1) **The Issue:** Consideration of a contract award for the construction of bus stop pads under the New Bus Stop Development – Service Change project.
- 
- 2) **Recommended Action:** Authorize the General Manager to enter a contract with Taycon, LLC for the construction of bus stop pads, in the amount of \$148,724, inclusive of a 15% contingency.
- 
- 3) **Policy Analysis:** The Procurement Policy states the Authority must approve any contract over \$100,000.
- 
- 4) **Background:** Intercity Transit (Transit) will implement a service change in May 2026, which will introduce new route configurations. As part of these changes, Transit will construct 37 new bus stops with 4' x 6' concrete pads under this contract. Additional stops will be implemented with flag posts; however, these installations will be completed by Transit's own staff, not the contractor. Transit will monitor ridership and route performance at these locations to determine whether long-term infrastructure investments are warranted.

**Summary of Bus Stops to be Improved by Jurisdiction**

<b>Jurisdiction</b>	<b>No. of Stops</b>
City of Olympia	8
City of Lacey	12
City of Tumwater	8
Thurston County	9
<b>Total</b>	<b>37</b>

**Work Completed to Date:** Earlier this year, Transit engaged KPFF under the On-Call Engineering Services Master Contract #1937 to complete the site evaluation and feasibility analysis for the bus stop locations, along with design engineering, permitting, preparation of final plans and specifications to advance the project to bid.

**Current Status:** Transit issued a Request for Bids on October 30, 2025, for the construction of the bus stop pads. Transit received thirteen (13) bids by the November 17, 2025, deadline, ranging from \$129,325 to \$571,690. Taycon, LLC submitted the lowest responsive and responsible bid in the amount of \$129,325, which is 42.3% below the engineer's estimate of \$224,007.84.

Taycon, LLC successfully completed similar infrastructure projects for Lewis County and the City of Centralia. Based on their experience and past performance, staff recommends awarding the construction contract to Taycon, LLC in the amount of \$148,724, which includes a 15% contingency to cover any unforeseen conditions during the project.

---

5) **Alternatives:**

- A. Authorize the General Manager to enter a contract with Taycon, LLC for the construction of bus stop pads, in the amount of \$148,724, inclusive of a 15% contingency.
- B. Defer authorization.

---

6) **Budget Notes:** The budget includes sufficient programmed funding to support this contract award.

---

7) **Goal References:** **Goal #1:** "Assess the transportation needs of our community throughout the Public Transportation Benefit Area." **Goal #2:** "Provide outstanding customer service." **Goal #3:** "Maintain a safe and secure operating system." **Goal #4:** "Provide responsive transportation options within financial and staffing limitations." **Goal #6:** "Encourage use of our services, reduce barriers to access and increase ridership." **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**  
**AGENDA ITEM NO. 5-E**  
**MEETING DATE: December 3, 2025**

**FOR:** Intercity Transit Authority

**FROM:** Rob LaFontaine, Planning Deputy Director 360-705-5832

**SUBJECT:** May 2026 Service Change Summary & Equity Analysis: final adoption

- 
- 1) **The Issue:** Consideration of proposed changes to bus service anticipated to take effect Sunday, May 3, 2026.
- 
- 2) **Recommended Action:** Adopt the May 2026 Service Change Summary and Equity Analysis, as presented.
- 
- 3) **Policy Analysis:** In accordance with our updated 2024 – 2027 Title VI Program, major changes in bus service require formal adoption of a written equity analysis; a publication intended to identify adverse impacts from proposed changes in bus service and any proportionate disparity to minority and low-income populations. The adoption process for the Analysis includes a public comment period, review and consideration from Intercity Transit’s Community Advisory Committee, and a public hearing with the Intercity Transit Authority Board.
- 
- 4) **Background:** Consistent with the 2026 Draft Annual Budget and forecast of Planned Operating Changes programmed in the 2025 – 2030 Transit Development Plan (TDP), Intercity Transit intends to change fixed route service on May 3, 2026, by implementing a comprehensive system redesign of local bus routes. The anticipated change includes the deployment of 25 new bus routes and discontinuation of 17 existing routes.

The May 2026 service change meets Intercity Transit’s established definition of a Major service change. As such, the completed Summary document includes an analysis of minority and low-income populations directly affected by the adjustments to service. The associated methodology and presentation of findings are included within draft Analysis and will be publicly shared as part of a formal comment period and public hearing. Following the comment period the Authority Board will consider final adoption of the findings of the Service Equity Analysis prior to changes being implemented by Intercity Transit staff.

A six-week public comment period was held between October 1 – November 14, 2025. During that time Intercity Transit staff collected, reviewed, and responded

to dozens of comments. Additionally, an Open House event was held at the Olympia Transit Center on Monday, November 3<sup>rd</sup> with approximately 70 participants in attendance, and a public hearing with the Authority Board on November 5<sup>th</sup>. The comment period, open house, and public hearing combined to provide an opportunity to present clarifying information which relieved many of the original concerns about proposed route changes. None of the comments received revealed any significant design flaws in the proposed system requiring major edits to the route structure and related equity analysis.

- 
- 5) **Alternatives:** Defer adoption of the Summary and Analysis.
- 
- 6) **Budget Notes:** The necessary financial resources to implement and operate the May 2026 redesign are reflected in the 2026 Draft Annual Budget.
- 
- 7) **Goal Reference:** **Goal #1:** *"Assess the transportation needs of our community throughout the Public Transportation Benefit Area."* **Goal #2:** *"Provide outstanding customer service."* **Goal #4:** *"Provide responsive transportation options within financial and staffing limitations."* **Goal #6:** *"Encourage use of our services, reduce barriers and increase ridership."* **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:** [Service Change Summary Final](#)



**TRPC Members & Representatives****City of Lacey***Robin Vazquez***City of Olympia***Dani Madrone***City of Rainier***Dennis McVey***City of Tenino***John O'Callahan***City of Tumwater***Eileen Swarthout***City of Yelm***Joe DePinto***Confederated Tribes of the Chehalis Reservation***Amy Loudermilk***Nisqually Indian Tribe***Mike Mason***Town of Bucoda***Miriam Gordon***Thurston County***Carolina Mejia***Tumwater School District***Mel Murray***North Thurston Public Schools***Esperanza Badillo-Diiorio***Olympia School District***Hilary Seidel***Intercity Transit***Robert Vanderpool***LOTT Clean Water Alliance***Carolyn Cox***Port of Olympia***Amy Evans Harding***PUD No. 1 of Thurston County***Chris Stearns***Associate Members****Economic Development Council of Thurston County***Michael Cade***Lacey Fire District #3***Michael Cerovski***Puget Sound Regional Council***Josh Brown***The Evergreen State College***William Ward***Timberland Regional Library***Cheryl Heywood***Thurston Conservation District***Marianne Tompkins*

REGIONAL VISION • COOPERATION • INFORMATION

**PRE-AGENDA****8:30 a.m. – 11:00 a.m.****Friday, December 5, 2025****NOTE: In-person meeting with a remote option.**

The TRPC pre-agenda provides our members with the opportunity to review the topics of the upcoming TRPC meeting. This information is forwarded in advance to afford your councils and boards the opportunity for discussion at your regular meetings. This will provide your designated representative with information that can be used for their participation in the Regional Council meeting. For more information, please visit our website at [www.trpc.org](http://www.trpc.org).

**Consent Calendar****ACTION**

These items were presented at the previous meeting or are routine in nature. They are action items and will remain on consent unless pulled for further discussion.

- a. Approval of Minutes – November 7, 2025
- b. Approval of Vouchers – November 2025
- c. Draft 2026 TRPC Annual Work Program
- d. Title VI Plan

**Staff Longevity Recognition****RECOGNITION**

Council recognizes staff service anniversaries in five-year increments at the December meeting.

**Outgoing Councilmember Recognition****RECOGNITION**

The council wishes to recognize and thank members leaving Council service.

**Port of Olympia Update****PRESENTATION**

Port of Olympia staff will provide an update on port activities.

**Martin Way Crossing Strategy****PRESENTATION**

TRPC staff will provide a review of and updates on the Martin Way Crossing Strategy, a project which focuses on improving safety and accessibility for people using the Martin Way corridor.

**2025 Profile Update****PRESENTATION**

Staff will provide Council an update on the 2025 edition of The Profile, a compilation of statistics, trends, analyses and comparisons for Thurston County and its jurisdictions.

**Report from Outside Committee Assignments****INFORMATION****Executive Director's Report****INFORMATION****Member Check In****INFORMATION**