

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA
July 20, 2026 – Olympia Transit Center
5:00 PM**

Join on your computer: Click [here](#) to join the meeting. The meeting ID: 283 396 721 744
30 Passcode: xe3UF9EW or call in (audio only) +1 929-229-5501, # United States, New
York City Phone Conference ID: 637881623#

CALL TO ORDER

- | | | |
|--------------|---|----------------|
| I. | APPROVE AGENDA | 1 min. |
| II. | INTRODUCTIONS | 1 min. |
| | A. Intercity Transit Authority Representative (<i>Carolina Mejia</i>) | |
| III. | MEETING ATTENDANCE | 3 min. |
| | A. August 19, 2026 (<i>Michael Gray</i>) | |
| | B. September 16, 2026 (<i>All - Joint Meeting</i>) | |
| | C. October 21, 2026 (<i>Hallie Sutter</i>) | |
| IV. | APPROVAL OF MINUTES – June 15, 2026 | 1 min. |
| V. | RIDER’S ROUNDTABLE | 10 min. |
| VI. | NEW BUSINESS | |
| | A. 2026 Winter BCC Update (<i>Ali Fuller & Kerri Wilson</i>) | 15 min. |
| | B. 2026 Mid- Year Budget Update (<i>Jana Brown</i>) | 15 min. |
| | C. 2026 CAC Self-Assessment (<i>Amanda Collins</i>) | 15 min. |
| VII. | REPORTS | 15 min. |
| | A. General Manager’s Report (<i>Emily Bergkamp</i>) | |
| | B. CAC Ad hoc Committee (<i>Amanda Collins</i>) | |
| VIII. | NEXT MEETING – August 17, 2026. | 1 min. |

Attendance Report Attached.

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Committee materials are available at <https://www.intercitytransit.com/agency/community-advisory-committee>.

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Staff Liaison: Amanda Collins – (564) 669-4756 – acollins@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*

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Minutes
INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
June 15, 2026 – Hybrid Meeting

CALL TO ORDER

Community Advisory Committee (CAC) Chair Rachel Wilson called the hybrid June 15, 2026, meeting of the Community Advisory Committee to order at 5:00 p.m.

Members Present: Clair Bourgeois, Dara Dotson, Ellen Matheny, Hallie Sutter, Jacqueline Garrison, Jim Hanley, JoAnn Scott, Kindra Galan, Vice Chair- Margaret Janis, Marty Slighte, Matthew Collins, Rabia Sheikh, Chair- Rachel Wilson, Shawn Sandquist, Suzanne Simons, Ty Flint.

Absent: DC Wheat, Michael Gray, Andrew Hague, Finch Lucas.

Staff and Guests Present: Emily Bergkamp – Intercity Transit (IT) General Manager, Jillian (Jill) Nordstrom – Chief of Staff, Amanda Collins – Public Records Officer and CAC Staff Liaison, Nicole (Nikki) Jones – Administrative Assistant, Raymond (Ray) Velasquez – Administrative Assistant Intern, Ramon Beltran – Information Systems (IS) Technician, Rob LaFontaine – Deputy Director Planning, Nick Demerice – Chief Communications and External Relations Officer, Sue Pierce – Intercity Transit Authority (ITA).

APPROVAL OF AGENDA

M/S/A by JoAnn Scott and Marty Slighte

INTRODUCTIONS

Chair Wilson introduced Authority member, Sue Pierce, as the ITA representative attending the meeting.

Chair Wilson introduced Intercity Transit's new Chief of Staff, Jillian (Jill) Nordstrom.

MEETING ATTENDANCE

- A. June 17, 2026, ITA Meeting – (Kindra Galan) - Confirmed**
- B. July 15, 2026, ITA Meeting – (Jacqueline Garrison) - Confirmed**
- C. August 19, 2026 (Michael Gray) - Absent – Claire Bourgeois as alternate**

APPROVAL OF MAY MINUTES.

M/S/A by Ty Flint and Marty Slighte

Rider's Roundtable

Chair Wilson initiated the Rider's Roundtable session, inviting committee members to share questions, concerns, or praise regarding transit services.

Discussion Points & Feedback

- **Route 9X Capacity:** A member noted that the 9X bus is consistently full, suggesting a high demand for the route.
 - **Service Discrepancy:** A member reported a major service gap, noting there is currently no service connecting Briggs Village to Tumwater Square.
 - **Signage Replacement:** A member shared an interaction where a citizen questioned why Intercity Transit (IT) replaced entire bus signs rather than using stickers for new numbers. The member ad-libbed a response regarding limited staff and the sheer volume of signs, which the citizen accepted.
 - **Route 52 Shelters:** A member pointed out that while the old Route 64 had shelters for commuters heading into Olympia, Route 52 currently lacks shelters on the Olympia-bound side of College Street.
 - **Public Meeting Feedback:** A member noted that senior center attendees appreciated a recent IT public meeting, felt listened to, and were encouraged to share further testimony at the upcoming Intercity Transit Authority (ITA) meeting.
 - **Lacey Transit Center Crosswalk:** A member noted that drivers frequently fail to stop for pedestrians at the crosswalk right by the Lacey Transit Center (near Fred Meyer).
 - **Positive Service Impact:** A member expressed deep gratitude for the new bus service on 15th Avenue near Lacey, noting it eliminated a daily 30-minute walk to preschool for her and her son.
 - **Bus Stop Visibility:** A member commented that temporary signs aren't as visible because they lack the reflective tracks found on permanent signs.
 - **Lighthearted Anecdote:** A member shared a story from Route 20/22 near Lyons Park where a young girl frantically waved down a bus with both hands, only to ask the driver if he had passed the local ice cream truck.
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Q&A on Bus Stop Numbers at Transit Centers:

- **Question:** A member noted that route numbers are too small at the transit centers.
 - **Answer:** Rob LaFontaine responded that font sizes will be increased during routine replacements, and the Olympia Transit Center will soon receive digital signage.
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Q&A on Missed Pickups at Hidden Stops:

- **Question:** A member asked how to make hidden or temporary stops more visible after experiencing a missed pickup.
 - **Answer:** Staff and members suggested reporting missed pickups, making physical movements/waving to catch the driver's eye, or shaking one's head "no" if not boarding. LaFontaine added that temporary signs are used to test stop locations before permanent poles are installed.
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Q&A on Solar Alert Lights:

- **Question:** A member inquired about utilizing solar-powered pedestrian alert lights at remote stops.
 - **Answer:** Emily Bergkamp noted that while useful, their deployment is limited because they require adequate sunlight, which is often blocked by the local tree canopy.
-

Q&A on Senior Center Public Meeting Feedback:

- **Question:** A member asked about the feedback from a recent senior center meeting regarding lost service past the Pacific Avenue co-op and difficulties reaching the senior center.
 - **Answer:** Emily Bergkamp confirmed that the meeting feedback had already been forwarded to the planning team. Rob LaFontaine explained that all comments are evaluated and form the basis for making future service and route adjustments.
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Q&A on Safe Crosswalks:

- **Question:** A member asked who to contact regarding adding crosswalks at popular transfer points to prevent riders from darting across traffic.
 - **Answer:** Staff and members recommended contacting the city's planning policy department or submitting a comment to the city council, though Amanda Collins noted the committee can also forward a list to IT's planning team to advocate with the cities.
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Q&A on Pedestrian Safety Messages:

- **Question:** A member asked if bus reader-boards could display reminders for pedestrians not to run in front of buses.
 - **Answer:** Emily Bergkamp recalled that automatic audio announcements used to play at certain locations like Tumwater Square and offered to check if they are still active.
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Q&A on Route 9X Sleater Kinney Stop:

- **Question:** A member questioned why the 9X bypasses Sleater Kinney before turning onto 6th Avenue, creating a dark, rainy backtrack for riders heading to Target or Trader Joe's.
 - **Answer:** Staff noted the feedback for closer review.
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Q&A on ITA Public Meeting Layout:

- **Question:** A member asked why a recent public comment period was delayed until midway through an ITA meeting.
 - **Answer:** Emily Bergkamp explained it was an unintended delay caused by a legally mandated 5:30 p.m. public hearing notice and a van grant presentation, confirming that public comment is normally held at the very beginning. Following up on meeting logistics, Emily Bergkamp shared

that a drop-in need for an ASL interpreter has spurred IT to investigate "ASL on-demand" services for future meetings. Authority member Sue Pierce also suggested updating sign-up sheets to clearly separate public comment from specific public hearing testimony.

Q&A on Kaiser Permanente Bus Shelter:

- **Question:** A member asked if a shelter would be installed at Kaiser Permanente to protect riders from winter rain.
 - **Answer:** Rob LaFontaine stated that staff will investigate it, noting that sidewalk space constraints are the primary deciding factor.
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NEW BUSINESS

A. 2026 – 2031 Transit Development Plan (*Rob LaFontaine*)

Plan Overview & Timeline

- **What it is:** A state-mandated, annual six-year rolling forecast aligning service, capital, and financial planning with Washington's core transportation goals.
- **Timeline:** Reviewed by the CAC on June 15, public hearing request on June 17, tentative public hearing on July 15, and final Intercity Transit Authority (ITA) approval in August ahead of the September 1st WSDOT deadline.

Planned Operating Changes

- **Short-Term (September 26th):** Recommends adjusting only timetables and stops – keeping current route alignments identical – to let the system normalize and allow 350 operators to master the 29 new routes.
- **Long-Term (Through 2031):** No major route changes are formally declared, but planners are tracking high-feedback areas (e.g., Lacey Midtown, SPSCC, Evergreen, County Courthouse).
- **Funding Note:** State Regional Mobility Grants for Route 9X and Route 610 expire June 30, 2029.

Long-Range Initiatives

- **Infrastructure:** Focuses on Bus Rapid Transit (BRT) hubs in West Olympia and East Lacey, expanding the Lacey Transit Center, and installing digital signage and signal prioritization.
 - **Service & Advocacy:** Exploring late-evening microtransit (after 9:00 p.m.), monitoring regional construction projects (like the Fifth Avenue Bridge and Yelm Loop), remodeling the SPSCC Crosby Loop, and advocating for pedestrian crosswalk safety.
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Q&A on Fifth Avenue Bridge & West Olympia Hub:

- **Question:** A member requested more detailed information regarding the coordination of the Fifth Avenue Bridge and the West Olympia transit hub projects.
 - **Answer:** Rob LaFontaine agreed to provide further details later, noting they are massive projects. He clarified that while the West Olympia transit hub is not yet in the regional transportation

program, Intercity Transit has officially added it to its local Transportation Improvement Program (TIP).

Q&A on Grant Funding Breakdown:

- **Question:** A member asked what it means operationally when specific routes are described as supported by state grant funding through 2029.
 - **Answer:** Rob LaFontaine explained that all associated route costs—including driver labor, operations, and vehicle depreciation—are evaluated for state reimbursement. The grant covers approximately 20% of the total operating costs for Route 610, while Route 9X is reimbursed at a slightly higher rate.
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Q&A on Route 610 vs. Route 600 Funding:

- **Question:** A member inquired about why Route 610 receives specific grant-funding support while Route 600 does not.
 - **Answer:** Rob LaFontaine explained that the grant application was tailored specifically around Route 610's unique routing path. The application was built on the service nuance of connecting to the Tillicum area at the Berkeley stop with Pierce Transit Route 206, specifically designed to reduce vehicle miles traveled and support military personnel traveling to Madigan Army Medical Center.
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B. System Redesign Update *(Rob LaFontaine & Nick Demerice)*

Marketing & Outreach *(Nick Demerice)*

- **Campaign:** Launched an intensive, branded outreach campaign for the May 3, 2026, system redesign (the largest in Intercity Transit history).
- **Tactics:** Conducted city "road shows," retail outreach, billboards, direct mail, a 3.5-hour Reddit AMA, and deployed launch-week transit ambassadors.
- **Lessons:** Stressed firm decision-making, managed vendor supply chain delays for signs, and used light-duty operators for field support.

Structural Changes & Ridership Data *(Rob LaFontaine)*

- **Network Shift:** Transitioned from a hub-and-spoke model to a more efficient grid system (e.g., Route 9X bypasses the main center, saving riders up to 12 minutes).
- **Ridership Trends:** Overall ridership remained stable over the first six weeks. Route 9X experienced standing-room-only capacity, and Routes 30 and 71 performed strongly.
- **Localized Impact:** Added over 100 new stops. The Evergreen State College library stop saw a 17% increase in activity, while Yelm routes saw a 22% spike after timeline optimization. Minor declines occurred at campus housing and SPSCC.

Future Planning & Youth Mobility

- **Youth Focus:** Aligned routes with high school districts. Future adjustments will fix gaps (like buses passing Olympia High School before dismissal) and accommodate zero-hour and extracurricular schedules.
- **Next Steps:** 63% of current Transportation Improvement Program (TIP) projects will focus on frequent service corridors. Marketing will shift toward targeting new riders in newly serviced areas.
- **September 13th Adjustments:** The next service phase will focus strictly on fine-tuning timetables and driver breaks based on operator feedback; route layouts will remain identical. Updates will be online and on street signage rather than reprinted guides.

Q&A on Ridership Data Comparison:

- **Question:** A member asked if the data charts representing bus stop activity reflected a clear before-and-after comparison of the system redesign.
 - **Answer:** Rob LaFontaine clarified that the charts directly compared stop-level activity from late May 2025 to late May 2026. The data proved that despite a wholesale system restructuring, overall passenger activity remained virtually identical, representing a successful, stable retention of ridership.

Q&A on Evergreen Library Stop Metrics:

- **Question:** A member inquired whether the 17% increase in ridership at the Evergreen State College library stop was skewed by data collection during graduation week.
 - **Answer:** Rob LaFontaine confirmed that the specific data set was captured between May 15th and May 31st, verifying that the positive spike reflected normal, post-launch transit utility rather than graduation event traffic.

Q&A on Route 9X Stop Requests:

- **Question:** A member asked whether the new Route 9X requires passengers to pull the stop-request cord to get off, noting that the old Route 1 did not require it.
 - **Answer:** Staff confirmed that after significant internal debate, riders on route 9X are indeed required to pull the cord to request a stop.

C. CAC Recruitment Ad hoc Committee (*Amanda Collins*)

Recruitment Overview & Timeline

- **Purpose:** Annual recruitment to address attrition and maintain a diverse group of at least 20 advisors (including 19 general members and 2+ youth representatives).

- **Competition:** This year's cycle is highly competitive with only two definite vacancies—one open seat and the seat of Ty Flint, who is reaching his consecutive term limit. Members JoAnn Scott and Chair Rachel Wilson are eligible to renew.
- **Timeline:** Applications open September 2nd and are due October 9th. Interviews with three ITA board members will take place on the first Friday in November, with final board approval later that month.

Recognition & Committee Selection

- **Ty Flint:** The committee recognized Flint's seven years of service, extended due to remote operations during the COVID-19 pandemic.
- **Ad Hoc Committee:** Jacqueline Garrison, Kindra Galan, and Shawn Sandquist were selected to serve on the recruitment committee to review applications and conduct interviews. Suzanne Simons was appointed as the alternate.

General Manager's Report *(Emily Bergkamp)*

ITA Board Retreat & Strategic Evolution

- **Retreat Focus:** Evaluated Intercity Transit's decade-long transformation, tracing back to the 2016 "Road Trip" campaign and the passage of Proposition 1 in 2018.
- **Milestones Achieved:** Capital facility expansions, the 2020 Zero-Fare launch, pandemic recovery, and planning for zero-emissions fleet targets.

Fleet, Technology, & Change Management

- **Zero-Emissions Fleet:** Fueling trailers for five new hydrogen fuel cell buses have arrived. Operator training is underway ahead of deployment.
- **Internal Systems:** Rolling out "One IT," a major accounting, payroll, and inventory tech overhaul, guided by an internal "charter for change." A "hot wash" post-mortem will evaluate the recent system redesign.

Financial Outlook & Zero-Fare Status

- **Financial Position:** Currently strong due to federal pandemic stimulus reserves and resilient local sales tax returns. However, planners are monitoring sales tax volatility and federal funding uncertainties as the IIJA sunsets on September 30th.
- **Zero-Fare Pilot:** Staff debunked rumors of a rollback. Zero Fare remains a pilot program, and the ITA Board must formally decide on its permanent status by the end of 2027. Staff will model the financial viability of fare collection versus maintaining a zero-fare structure.

Upcoming ITA Meeting Agenda

- **Personnel:** Introduction of new Chief of Staff Jillian (Jill) Nordstrom.
 - **Business:** A public hearing for the Service Improvement Plan (SIP) and a formal request to set the public hearing timeline for the 2026–2031 Transit Development Plan (TDP).
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Q&A on Bus Wraps:

- **Question:** A member inquired whether the upcoming vehicle wraps on the new hydrogen fuel cell buses would cover the windows and obscure the view for passengers.
 - **Answer:** Staff clarified that the wraps are designed to look like the agency's standard new coaches and will not heavily cover the windows, avoiding the expansive coverage seen on older hybrid butterfly-themed buses.
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Q&A on Pending Litigation Status Update:

- **Question:** A member inquired requested a status update regarding a pending federal lawsuit previously discussed in prior months.
 - **Answer:** Emily Bergkamp confirmed that following a series of opening depositions and standard legal filings, the Federal Transit Administration (FTA) has submitted an additional appeal. The lawsuit remains unresolved and active within the federal appeals process, and the agency will continue to monitor its progress.
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CAC Ad hoc Committee Report (*Amanda Collins*)

Survey Status & Regional Partnerships

- **Regional Engagement Survey:** The subcommittee met to review the status of its statewide transit survey. Designed to gather passenger-advocate input, the survey targets municipal transit agencies across Washington.
- **Collaboration:** Participation is strong, and the committee is actively reaching out to participants to recruit regional partners. Notably, Judy Jones (CAC Chair of Skagit Transit) has joined the working sessions.

Upcoming Regional Invitational

- **Objective:** The group aims to host an open, statewide invitational CAC meeting late this year or early next year to share best practices and build operational synergy.
 - **Next Steps:** Initial outreach with three prospective dates has already yielded three positive agency responses. Organizers expect to schedule the first regional workshop within the next six weeks.
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NEXT MEETING: July 20, 2026, 5:00 pm, at the Olympia Transit Center.

- **ADJOURNMENT** Meeting adjourned at 6:54 p.m.

INTERCITY TRANSIT COMMUNITY ADVISORY COMMITEE
AGENDA ITEM NO. 6-A
MEETING DATE: July 20, 2026

FOR: **Community Advisory Committee**

FROM: **Ali Fuller, Walk N Roll Program Representative, 360-870-1821**

SUBJECT: **2026 Bicycle Community Challenge Update**

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- 1) **The Issue:** Brief the CAC on the results of the 2026 Bicycle Community Challenge and its associated events.
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- 2) **Recommended Action:** For information and discussion.
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- 3) **Policy Analysis:** Intercity Transit made encouragement and promotion of transportation options a key part of its mission. This includes non-motorized alternatives like bicycling. The agency took over the Bicycle Commuter Contest (now Bicycle Community Challenge) in 2006.
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- 4) **Background:** During this year's Winter Bicycle Challenge in February, 315 participants cycled a combined 28,147 miles! In the 21st Annual Earth Day Market Ride in April, we surpassed 200 riders departing from 9 starting locations. During the 2026 Bicycle Community Challenge (BCC) that runs for the full month of May, 783 people logged 6,737 rides, covering over 80,849 miles. On Bike Anywhere Day, we had a record 9 bike commuter stations.

Bicycling is a significant transportation and public health element in Thurston County, and Intercity Transit's incorporation of bicycling into its trip reduction and alternative commute promotion has been well received. Under the agency's guidance, the program has seen a trend of increasing participation, enthusiastic sponsorship, strong event attendance, and media attention. When compared to 2025 numbers, participation in the Winter Bicycle Challenge is up over 17% and participation in the Bicycle Community Challenge increased by over 11%. The BCC has broadened and sustained successful partnerships between Intercity Transit, local jurisdictions, the business community, and the public as well as generating public goodwill.

This was the 39th year of the BCC, Intercity Transit's twentieth year administering this countywide event, and Ali Fuller's first year. She received assistance from the other members of Intercity Transit's Walk N Roll staff and Marketing and Communications staff.

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

6) **Budget Notes:** The cost of the Bicycle Community Challenge is largely staff time. The annual budget for the BCC and its associated events is \$24,500; BCC events are also supported by outside sponsorships and in-kind support.

7) **Goal Reference: Goal #2:** *"Provide outstanding customer service."* **Goal #4:** *"Provide responsive transportation options within financial limitations."*

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

INTERCITY Transit COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. 6-B
MEETING DATE: July 20, 2026

FOR: Community Advisory Committee
FROM: Jana Brown, Chief Financial Officer, 360-705-5816
Emily Bergkamp, General Manager, 360-705-5889
SUBJECT: 2026 Mid-Year Budget Update and FTE Adjustment

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- 1) **The Issue:** Mid-Year review of the 2026 Budget and increase 2026 Full-Time Equivalent (FTE) allocation.
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- 2) **Recommended Action:** For review and discussion only.
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- 3) **Policy Analysis:** Intercity Transit Authority Bylaws Article III Powers, Rights, Responsibilities, states, the Authority shall be responsible for establishing and monitoring the policies of Intercity Transit, its budget, and its service levels.
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- 4) **Background:** The Intercity Transit Authority Board may amend the annual budget at any point during the year. To support transparency and accountability, the General Manager requested a mid-year review of the 2026 Budget. Staff evaluated current projects, emerging initiatives, cost revisions, changes in funding sources, and any additional operational needs.

The following changes and/or needs were identified:

Salaries and Benefit adjustment for reconciliation of staffing changes due to terminations, retirements and new hires, and the 6 month increase of 13 FTEs.	\$1,513,134
Increased fuel costs due to ongoing unanticipated increases	\$1,010,000
Additional Bus Stop Enhancement Project Costs	\$250,000
Additional Customer Information Navigation System	\$500,000
Grant Funded Community Support for the World Cup	\$75,000
Grant Funded E-Bike Lending Program less FTE costs	\$57,500
Additional Maintenance Building Improvement Cost Needs	\$2,500,000
Additional Security Services for Hawk Prairie Park & Ride	\$147,020
2026 Budget Expenditure Increase:	\$6,052,654
Grant Revenue for WSDOT E-Bike Program	\$162,600
Grant Revenue for WSDOT World Cup Ops Support	\$75,000
TESC Late Night Transit Services	\$30,000
Additional Investment Earnings	\$1,000,000
2026 Budget Revenue Increase:	\$1,267,600

The review identified several staffing needs that support ongoing operations and strategic initiatives. The following 13 positions are recommended for inclusion in the amended FTE allocation:

- **6 Transit Ambassadors:** Converts the successful pilot program into a permanent service.
- **1 Administrative Assistant:** Provides essential administrative support to the Safety Division, enabling staff to prioritize technical and regulatory work.
- **1 Emergency Management Safety Coordinator:** Establishes a comprehensive emergency management and business continuity program, including regulatory documentation and staff training.
- **1 Human Resource Analyst:** Supports increasing employee leave management needs driven by evolving laws and contractual requirements.

- **1 Senior Accountant:** Enhances Finance Division capacity related to accounting tasks, reporting, and growing workloads.
- **1 Project Manager:** Converts a currently contracted role into a permanent staff position.
- **1 Walk N Roll E-Bike Program Representative (Grant Funded):** Manages the employee e-bike lending library and coordinates program logistics.
- **1 Walk N Roll Temporary Bike Mechanic and Education Support (Grant Funded):** Supports the Teens Biking to Destination Program and Walk N Roll bike maintenance activities.

5) **Alternatives:** N/A

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

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

8) **References:** Resolution 02-2026 Amending the 2026 Budget

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. 6-C
MEETING DATE: July 20, 2026**

FOR: Community Advisory Committee

FROM: Amanda Collins, CAC Staff Liaison, 564-669-4756

SUBJECT: 2026 CAC Self-Assessment

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- 1) **The Issue:** Completion of the CAC self-assessment inclusive of 2026. Staff will share results of the assessment at the annual ITA/CAC Joint Meeting on September 16, 2026.
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- 2) **Recommended Action:** Complete the self-assessment by August 7, 2026, for compilation of results by staff. Staff will send an email link to access the survey, and the assessment will be completed online.
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- 3) **Policy Analysis:** The Intercity Transit Authority requires the CAC to complete an annual self-assessment. Results are shared with the Authority.
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- 4) **Background:** The CAC conducts a self-assessment mid-year and discusses the results. The CAC resumed self-assessments in 2023, following a four-year pause due to the COVID pandemic.

The survey link is typically distributed to all members and the link for this survey will be sent on July 21, 2026. The CAC seeks 100% participation. Assessments are due by August 7, 2026.

Staff will compile the results which are typically shared with the CAC and with the Authority for collective discussion at the annual ITA/CAC Joint Meeting in September.

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- 5) **Alternatives:** N/A
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- 6) **Budget Notes:** N/A
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- 7) **Goal Reference:** The CAC works with the Authority to meet all goals of Intercity Transit.
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- 8) **Reference:**

Intercity Transit Authority Meeting Highlights/Summary

A brief recap of the July 15, 2026, Intercity Transit Authority Meeting

Wednesday night, the ITA:

- Conducted a public hearing on the draft 2026-2031 Transit Development Plan. *(Drew Goffeney)*
- Authorized the General Manager to execute approvals under our existing Department of Enterprise Services contract for services with our GCCM contractor, Forma Construction, supporting an early bid package and necessary contracts for new electrical equipment for the Metal Structure and Interim Hydrogen Fueling projects, for a total amount not-to-exceed \$750,000 including sales taxes and a 10 percent contingency. *(Jonathan Martin)*
- Adopted Resolution 02-2026 amending the 2026 Budget. *(Jana Brown)*
- Authorized an increase to the construction budget and pre-approval baseline by \$500,000 for contingency purposes and thus authorize the General Manager to approve additional baseline funds for the DES and Forma contract, bringing the new total baseline to \$88,726,233. *(Jonathan Martin)*
- Authorized the General Manager to execute a purchase order with SHI International (SHI) to license the Microsoft 365 product suite for the not-to-exceed amount of \$754,000 over three years. This includes sales tax and anticipated annual licensing adjustments. *(Jeff Peterson)*
- Authorized the General Manager, pursuant to Department of Enterprise Services (DES) Contract 00224, to purchase an Audio and Video Solution from Desco Electronics Corp. in the amount of \$130,000. *(Jeff Peterson)*

Other Items of Interest:

- Ali Fuller, Walk N Roll Program Rep provided an update on the 2026 Bicycle Challenge and Bicycle Community Challenge.
- The following new Walk N Roll Program Reps were introduced:
 - Bonnie O'Brien, Ruth Aaron, and Tim Anderson

General Manager's Report

- Due to Vanpool Manager Lynne Cunningham's efforts with WSDOT, Vanpool funding subsidies for the 2025-2027 biennium were increased by \$222,631.25 from \$94,068 to \$316,699.
- Grants Program Manager Jessica Gould is working with Intercity Transit's Federal Advocate Dale Learn to keep abreast of proposed sweeping changes from the Management and Budget office pertaining to federal financial assistance. A few examples of the proposed changes are as follows:
 - Agencies will have the discretion to terminate discretionary grants if an award isn't achieving program goals, not supporting agency priorities, or if deemed no longer in the federal government's interest.
 - A 90-day suspension authority is established which would allow federal agencies to pause awards and issue stop-work orders to recipients while considering the future status of the grant award.
 - Political appointees at federal agencies will use independent judgment when evaluating grant applications, inserting a more direct political lens in grant reviews.
 - Requirement to ensure that federal funds do not "fund, promote, encourage, subsidize, or facilitate" DEI, gender ideology, or pediatric gender transition procedures for individuals under 19 years of age.

- Requirement to ensure that subrecipients do not “significantly damage the reputation” of the pass-through entity, the federal agency, or the U.S. government.
- Requirement to participate in the Department of Homeland Security’s (DHS) E-Verify program for employment eligibility of employees and contractors performing work under federal awards.

In general, these changes increase administrative burden, further unpredictability in federal reimbursements, introduce at-will termination of grants mid-project by federal agencies, and potential loss of investment revenue for delayed repayments, increasing the uncertainty of federal funding as administered by the current administration.

- Intercity Transit turned in applications for TRPC’s Call for Projects (CFP) for funding from the Congestion Mitigation and Air Quality and Surface Transportation Block Grant Programs:
 - **Walk N Roll programming**
 - **West Olympia Transit Center Study:** This study will conduct analysis and engagement needed to identify and evaluate potential locations for suitability as a permanent multimodal transit center on Olympia’s westside. A NEPA evaluation process will assess potential locations to identify one or more preferred areas for further consideration. Activities also include development of a scope of work for completing future right-of-way, engineering, and construction phases in a manner that complies with all local, state, federal, and FTA requirements.
 - **Cloud Based TSP Implementation:** This project expands upon a USDOT-funded SMART Stage 1 demonstration project currently underway in Lacey by deploying a regional cloud-based Transit Signal Priority (TSP) system integrated with Intercity Transit’s CAD/AVL platform and partner traffic signal systems throughout the Thurston Smart Corridors network. Together, these improvements will enhance transit reliability, improve corridor efficiency and safety, support multimodal planning, strengthen regional coordination, and make transit, walking, and biking more attractive travel options on the region’s busiest corridors.

Intercity Transit also turned in applications for WSDOT’s 2027-2029 Regional Mobility Grant:

- Smart Corridors Cloud-Based TSP Implementation.
- Lacey Transit Center Expansion: Intercity Transit will add 4-5 perimeter loading zones to the Lacey Transit Center (LTC), install real-time signage, add a crosswalk and flashing beacons, and upgrade stormwater facilities.
- Join us for Transit Appreciation Day on Wednesday, August 5 at AdOps in the bus yard in front of the fuel wash building from 10 a.m. to 4 p.m. This year’s theme is Transit Through the Decades, bringing the nostalgia to life with transit memorabilia, a classic car display, and retro yard games for all ages. There will be a catered meal and awards program at noon, honoring staff celebrating 20+ years of service (January–August), our Excellence in Transit award recipients, volunteers, newly hired staff, and more.
- As per tradition, Intercity Transit participated in the Capital City Pride parade, Tumwater’s Independence Day parade and the Yelm Prairie Days parade with our well-loved Bubble Bus, and invited employees, their friends and family to join the fun by riding the bus in the parade. There’s another opportunity to enjoy riding the parade bus in the Lakefair Parade coming up on Saturday. Meet the bubble bus at the staging area on Capitol Way between 18th and 19th Streets by 4:15 p.m.; the parade starts at 5 p.m.

We also staffed an information table at Yelm Prairie Days and at last weekend’s South Sound BBQ Festival at Huntamer Park, where Bergkamp saw ITA member Wendy Goodwin, and many employees out enjoying the event. Bergkamp met Lacey City Councilmember Ryan Siu and discussed the possibility of more bike valets at City of Lacey events. We will also table at the Nisqually Valley BBQ Festival in Yelm on July 25.

- Our state audit is underway, and the entrance meeting will be held remotely via Teams on July 17 from 10 a.m. to 10:30 a.m. Those wishing to attend, please RSVP directly to the Clerk, Pat Messmer.
- June was Ride Transit Month, coordinated by the Transportation Choices Coalition. Intercity Transit was a sponsor this year, supporting activities like transit themed Bingo and Trivia nights, along with encouraging agencies, organizations, and riders across the state to enjoy fun events and activities in the celebration of all things transit.
- The Tyee, an independent, online news magazine from British Columbia founded in 2003, featured Intercity Transit in a story entitled, “The Cities Where Riding the Bus Is Free” by co-editor Josh Kozelj of their What Works series on green enterprises. Community Advisory Committee member Marty Slighte was interviewed and featured in the story, as well as Bergkamp. You can read the article here: [The Cities Where Riding the Bus Is Free | The Tyee](#)

Prepared July 16, 2026, Pat Messmer/Clerk of the Board

COMMUNITY ADVISORY COMMITTEE ATTENDANCE RECORD

		1	2	3	4	5	6	7	8	9	10	11	12
CAC Members		Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
Clair	Bourgeois	absent	x	absent	x	x	x						
Dara	Dotson	x	absent	absent	absent	x	x						
DC	Wheat	x	absent	absent	absent	absent	absent						
Ellen	Matheny	x	x	x	x	x	x						
Hallie	Sutter	absnet	x	x	x	x	x						
Jim	Hanley	x	absent	x	x	absent	x						
Jacqueline	Garrison	x	x	absent	x	x	x						
JoAnn	Scott	x	x	x	x	x	x						
Kindra	Galan	x	x	x	absent	x	x						
Margaret	Janis	x	x	x	x	x	x						
Marty	Slighte	x	x	x	x	x	x						
Matthew	Collins	x	x	x	x	x	x						
Michael	Gray	absent	x	x	x	x	absent						
Rabia	Sheikh	x	x	x	x	x	x						
Rachel	Wilson	x	x	x	x	x	x						
Shawn	Sadquist	absent	absent	x	x	absent	x						
Suzanne	Simons	x	x	x	x	x	x						
Ty	Flint	x	x	x	absent	x	x						
YOUTH Andrew	Hague	absent	absent	absent	absent	x	absent						
YOUTH Finch	Lucus	absent	absent	absent	absent	absent	absent						

= Joint meeting does not count against required meeting attendance