



AGENDA

TO: ISLAND TRANSIT BOARD OF DIRECTORS
SUBJECT: Regular Monthly Business Meeting
DATE & TIME: December 5, 2025, 9:30 AM
LOCATION: Hybrid meeting (virtual, call in, in person format)

- Join Zoom link <https://us06web.zoom.us/j/85005028856>
- Dial 1.253.215.8782, enter Meeting ID: 850 0502 8856
- In person at the Island Transit, 19758 SR 20, Coupeville, WA

9:30 AM **Call to Order Monthly Business Meeting & Roll Call** Chair Bright
Approval of Agenda Chair Bright
Consent Agenda Chair Bright
Approval of Consent Agenda
Minutes from November 7, 2025, regular business meeting
October 2025 Vouchers

9:35 AM **PUBLIC INPUT & COMMENT** Chair Bright
This is the time set aside for members of the public to speak to the Board about subjects of concern or interest, or items not already set aside for a public hearing. Comments are limited to three minutes. Public comment may be ended or modified if the comments become disruptive and are not germane to business at hand. Input requiring lengthier comment is best submitted in writing.

BUSINESS ITEMS Chair Bright

9:37 AM **Business Item No. 1** Chair Bright
Authorization to enter into a contract upon approval of the 2026 budget for not to exceed **\$342,720** with Fehr & Peers for services to provide a Long-Range Transit Plan

Planning & Outreach Manager Windler

9:40 AM **Business Item No. 2** Chair Bright
Authorization to enter into a contract not to exceed \$1.2M with Konnerup Construction, Inc. for the Terry's Corner Staff Support Facility

Facilities Manager Schrum

9:42 AM **Business Item No. 3** Chair Bright
Resolution No. 15-25 authorizing certain persons to sign warrants on behalf of Island Transit, effective December 5, 2025, and superseding Resolution No. 6-25 **Executive Director Adams**



9:45 AM **Business Item No. 4** Chair Bright
Resolution No. 18-25 authorizing the Island County Treasurer to process all Island Transit's payroll-related expenses by electronic funds transfer (EFT) from the designated Payroll Bank Account, effective December 5, 2025, and superseding Resolution No. 8-25 **Executive Director Adams**

9:47 AM **Business Item No. 5** Chair Bright
Community Advisory Committee Update **Executive Project Manager Heppner**

9:55 AM **Business Item No. 6** Chair Bright
Resolution No. 16-25 adopting the 2026 wage grid for Island Transit's Non-represented Employees **Financial Controller Arand**

10:05 AM **Business Item No. 7** Chair Bright
Resolution No. 17-25 adopting the 2026 annual budget for Island Transit **Financial Controller Arand**

MONTHLY REPORTS Chair Bright

10:15 AM **Executive Director's Report** **Melinda Adams**

10:20 AM **Human Resources Manager's Report** **Terrance Ellison**

10:25 AM **Financial Controller's Report** **Paul Arand**

10:30 AM **EXECUTIVE SESSION** Chair Bright
An executive session to review the performance of a public employee [RCW 42.30.110 (1) (g)]

10:55 AM **Business Item No. 8** Chair Bright
Possible action on employment matter(s)

10:57 AM **OTHER BUSINESS** Chair Bright

10:58 AM **BOARD MEMBER COMMENTS** Chair Bright

11:00 AM **CLOSE** Chair Bright