



**ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA,
D/b/a Island Transit
REGULAR BUSINESS MEETING MINUTES**

February 6, 2026, 9:30 AM, Hybrid meeting:

Virtually by Zoom <https://us06web.zoom.us/j/81559209199>

Dial 1.253.215.8782; enter Meeting ID: 815 5920 9199

In person at Island Transit 19758 SR 20, Coupeville, WA 98239

BOARD MEMBERS PRESENT

Town of Coupeville Councilmember Jenny Bright
Island County Commissioner District 3 Janet St. Clair
City of Oak Harbor Councilmember James P. Marrow
Island County Commissioner District 1 Melanie Bacon
Amalgamated Transit Union Local 1576 Vice President Lela Perkins

STAFF PRESENT:

Executive Director Melinda Adams
Executive Project Manager & Clerk of the Board Meg Heppner
Facilities Manager Pete Schrum
Human Resources Manager Terrance Ellison
Information Systems Manager Chris Chidley
Maintenance Manager Will Vogelmann
Maintenance Supervisor Michael Cavender
Marketing & Communications Officer Selene Muldowney-Stratton
Operations Manager Liz Williams
Planning & Outreach Manager Brad Windler
Procurement & Risk Manager Nate Burns
Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER

Councilmember Bright called the February 6, 2026, regular business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:35AM. The board performed a roll call. A quorum was present. Commissioner Bacon moved to accept the agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.

CONSENT AGENDA

Commissioner Bacon moved to accept the consent agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.

PUBLIC INPUT & COMMENTS

Chair Bright asked if there was any public input or comment. There was none.



BUSINESS ITEMS

Business Item No. 1 Approval of the 2026 slate of officers—Chair, Vice Chair, and Secretary—to serve on the Island County Public Transportation Benefit Area Board of Directors.

Commissioner Bacon moved to approve the 2026 slate of officers—Chair, Vice Chair, and Secretary—to serve on the Island County Public Transportation Benefit Area Board of Directors. Councilmember Marrow seconded the motion. The motion passed unanimously.

Business Item No. 2 Approval of the Island County Public Transportation Benefit Area Board of Directors' representative to the Island Regional Transportation Planning Organization Executive Board for 2026.

Commissioner Bacon moved to approve the Island County Public Transportation Benefit Area Board of Directors' representative to the Island Regional Transportation Planning Organization Executive Board for 2026. Councilmember Marrow seconded the motion. The motion passed unanimously.

Business Item No. 3 Selection of two Island Transit Board members to serve on the 2026 Island Transit Finance Committee.

Commissioner St. Clair moved to approve the selection of two Island Transit Board members to serve on the 2026 Island Transit Finance Committee. Councilmember Marrow seconded the motion. The motion passed unanimously.

Business Item No. 4 Approval to cancel the March 6, 2026 regularly scheduled Board of Directors business meeting.

Commissioner Bacon moved to approve the cancellation of the March 6, 2026 regularly scheduled Board of Directors business meeting. Councilmember Marrow seconded the motion. The motion passed unanimously.

Business Item No. 5 Move to reschedule the July 3, 2026 meeting to July 10, 2026 and the October 2, 2026 meeting to October 9, 2026; start time and location unchanged.

Commissioner Bacon moved to approve the reschedule the July 3, 2026 meeting to July 10, 2026. Councilmember Marrow seconded the motion. The motion to reschedule the July 3, 2026 meeting to July 10, 2026 passed. No action was taken on the move to reschedule the October 2, 2026 meeting to October 9, 2026.

Business Item No. 6 Authorization to enter into a firm fixed price contract not to exceed \$500,000 upon award to the successful vendor proposal submitted for the Automatic Passenger Counter (APC) system project.

Councilmember Marrow moved to approve the authorization to enter into a firm fixed price contract not to exceed \$500,000 upon award to the successful vendor proposal submitted for the Automatic Passenger Counter (APC) system project. Commissioner Bacon seconded the motion. The motion passed unanimously.



EXECUTIVE DIRECTOR’S REPORT

Executive Director Adams provided the monthly report.

HUMAN RESOURCES MANAGER’S REPORT

Human Resources Manager Ellison provided the monthly report.

EXECUTIVE SESSIONS

Chair Bright closed the open public meeting at 10:10 AM and opened a 10-minute executive session until 10:20. The purpose of the executive session was to review the performance of a public employee RCW 42.30.110 (1)(g) and to discuss with legal counsel representing the agency litigation or potential litigation RCW 42.30.110 (1)(i). At 10:20 AM Chair Bright extended the executive session by 5 minutes. At 10:25 AM Chair Bright extended the executive session by 10 minutes. At 10:25 AM Chair Bright extended the executive session by 10 minutes. At 10:35 AM Chair Bright extended the executive session by 10 minutes. At 10:45 AM Chair Bright extended the executive session by 5 minutes. At 10:50 AM Chair Bright extended the executive session by 5 minutes. At 10:55 AM Chair Bright closed the executive session and reconvened the open public meeting.

Business Item No. 7 Resolution No. 1-26 of the Board of Directors of the Island County Public Transportation Benefit Area d/b/a Island Transit appointing Investment Officers for 2026 and superseding Resolution No. 13-24.

Commissioner St. Clair moved to approve Resolution No. 1-26 of the Board of Directors of the Island County Public Transportation Benefit Area d/b/a Island Transit appointing Investment Officers for 2026 and superseding Resolution No. 13-24. Councilmember Marrow seconded the motion. The motion passed unanimously.

OTHER BUSINESS

There was no other business.

BOARD MEMBER COMMENTS

Discussion ensued regarding multimodal transportation in as it relates to travel to Whidbey Island.

CLOSE

At 11:00 AM, the board meeting was closed.

ACTION ITEMS APPROVED BY THE BOARD

- Councilmember Bright called the February 6, 2026, regular business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:35 AM. The board performed a roll call. A quorum was present. Commissioner Bacon moved to accept the agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Commissioner Bacon moved to accept the consent agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.



- Commissioner Bacon moved to approve the 2026 slate of officers—Chair, Vice Chair, and Secretary—to serve on the Island County Public Transportation Benefit Area Board of Directors. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Commissioner Bacon moved to approve the Island County Public Transportation Benefit Area Board of Directors’ representative to the Island Regional Transportation Planning Organization Executive Board for 2026. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Commissioner St. Clair moved to approve the selection of two Island Transit Board members to serve on the 2026 Island Transit Finance Committee. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Commissioner Bacon moved to approve the cancellation of the March 6, 2026 regularly scheduled Board of Directors business meeting. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Commissioner Bacon moved to approve the reschedule the July 3, 2026 meeting to July 10, 2026. Councilmember Marrow seconded the motion. The motion to reschedule the July 3, 2026 meeting to July 10, 2026 passed. No action was taken on the move to reschedule the October 2, 2026 meeting to October 9, 2026.
- Councilmember Marrow moved to approve the authorization to enter into a firm fixed price contract not to exceed \$500,000 upon award to the successful vendor proposal submitted for the Automatic Passenger Counter (APC) system project. Commissioner Bacon seconded the motion. The motion passed unanimously.
- Commissioner St. Clair moved to approve Resolution No. 1-26 of the Board of Directors of the Island County Public Transportation Benefit Area d/b/a Island Transit appointing Investment Officers for 2026 and superseding Resolution No. 13-24. Councilmember Marrow seconded the motion. The motion passed unanimously.

Approved:

Clerk of the Board Meghan Heppner on behalf of the Island Transit Board of Directors