ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA,  
D/b/a Island Transit  

MONTHLY BUSINESS MEETING MINUTES  
September 3, 2021  
9:30 AM  
Virtual Meeting  

Join Zoom Meeting: https://zoom.us/j/98883304220  
Call in number: 1-253-215-8782, Meeting ID: 988 8330 4220

BOARD MEMBERS:  
Chair and City of Oak Harbor Councilmember Beth Munns  
Vice Chair and City of Langley Councilmember Craig Cyr  
Secretary and Island County Commissioner Janet St. Clair  
Amalgamated Transit Union Local, President Emeritus Lance Norton  
Island County Commissioner Melanie Bacon - excused  
Town of Coupeville Councilmember Jenny Bright

STAFF:  
Executive Director Todd Morrow  
Finance Manager Paul Arand  
Maintenance Manager Tom Aichele  
Operations Manager Shawn Harris  
Clerk of the Board Meghan Heppner  
Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER  
Councilmember Munns called the September 3, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

PUBLIC  
There was no public input or comment.

APPROVAL OF CONSENT AGENDA  
Councilmember Cyr moved to approve the consent agenda. Commissioner Bacon seconded the motion, which passed.

BUSINESS ITEMS  

Business Item No. 1: Update on COVID-19 Emergency Action Plan
Executive Director Morrow provided an update on the COVID-19 Emergency Action Plan.

PUBLIC HEARING RE: 2021-2026 TRANSIT DEVELOPMENT PLAN
Executive Director Morrow provided a summary of the Six-Year Transit Development Plan (TDP) 2021 – 2026. Councilmember Munns opened the public hearing at 9:33 AM. There was no public input. Councilmember Munns closed the public hearing at 9:34 AM.

Business Item No. 2: Discussion with possible action (Resolution No. 6-21) regarding the Six-Year Transit Development Plan (TDP) 2021-2026
Discussion ensued. Councilmember Cyr moved to adopt the Island Transit Six-Year Transit Development Plan 2021-2026 as set forth in Exhibit A, attached hereto and incorporated herein by this reference, and authorize the Executive Director to apply and execute all applicable federal, state, and local grants consistent with projects approved in the Island Transit Six-Year Transit Development Plan 2021-2026. Councilmember Bright seconded the motion, which passed unanimously.

Business Item No. 3: Draft #1 of the 2022 annual budget
Executive Director Morrow provided the background to the 2022 annual budget draft #1.

EXECUTIVE DIRECTOR’S REPORT
Executive Director Morrow delivered the monthly update.

FINANCE MANAGER’S REPORT
Finance Manager Arand provided the monthly financial presentation.

OTHER BUSINESS
There was no other business.

BOARD MEMBER COMMENTS
No other comment.

ADJOURNMENT
At 10:48 AM, Councilmember Munns adjourned the meeting.

ACTION ITEMS APPROVED BY THE BOARD

1. Councilmember Cyr moved to approve the consent agenda. Commissioner Bacon seconded the motion, which passed unanimously.

2. Councilmember Cyr moved to adopt the Island Transit Six-Year Transit Development Plan 2021-2026 as set forth in Exhibit A, attached hereto and incorporated herein by this reference, and authorize the Executive Director to apply and execute all applicable...
federal, state, and local grants consistent with projects approved in the Island Transit Six-Year Transit Development Plan 2021-2026. Councilmember Bright seconded the motion, which passed unanimously.

3. At 10:48 AM, Councilmember Munns adjourned the meeting.

Approved:

[Signature]

PTBA Secretary Clerk of the Board, on behalf of the Island Transit Board of Directors

[Additional text: approved at 10/1 board meeting]