



BOARD OF DIRECTORS' MEETING

- DATE** : September 8, 2026
- TIME** : 5:30 p.m.
- PLACE** : C-TRAN Administration Offices, Board Room, 10600 NE 51st Circle, Vancouver WA 98682:
- Watch the meeting live on CVTV Channel **21** or **321** HD (<https://www.cvtv.org>)
 - Listen to the audio only by calling: **1-408-418-9388** and entering.
Access Code: **2483 445 5249** (unique to this meeting)
 - **If you wish to attend virtually and address the Board during the live meeting, or if you wish to submit written comments to the Board to be entered into the meeting record, please contact C-TRAN Executive Assistant/Clerk of the Board Sindy Quitugua by noon on September 8, 2026, at sindy.quitugua@c-tran.org. You have the option of calling in during the Public Comment section of the meeting. Please use the above audio number and code to access this option. Those calling in will be asked to identify themselves.**
 - **C-TRAN's Administration Building is accessible by C-TRAN Route #80**

The complete C-TRAN Board of Directors meeting packet is available on C-TRAN's website at <http://www.c-tran.com/about-c-tran/c-tran-board-information/board-meeting-documents>

AGENDA

<u>ITEM NO.</u>	<u>PAGE NO.</u>
CALL TO ORDER AND PLEDGE OF ALLEGIANCE	
ROLL CALL OF BOARD MEMBERS	
APPROVAL OF AGENDA	

PUBLIC COMMENT

Anyone requesting to speak to the Board of Directors, on any agenda or non-agenda item, may come forward at this time; if attending virtually, the Chair will call on you when it is your time to address the Board. Public comments will be limited to no more than 60 minutes in total, with up to three (3) minutes per speaker. This may limit the number of individuals able to speak. In person comments will be heard in the order they are received. Written comments are still encouraged and will be accepted for inclusion in the official meeting minutes.

CONSENT ITEMS

- 1. APPROVAL OF BOARD MEETING MINUTES: July 14, 2026**
Contact Executive Assistant/Clerk of the Board, Sindy Quitugua.
- 2. TRANSMITTAL OF VOUCHERS NUMBERED 145934 THROUGH 146148, IN THE TOTAL AMOUNT OF \$1,787,093.94. ELECTRONIC ACH PAYMENTS IN JULY IN THE AMOUNT OF \$6,859,580.39, AND NET PAYROLL PAID IN JULY IN THE AMOUNT OF \$2,673,014.97 FOR A GRAND TOTAL OF \$11,319,689.30.**
Contact Chief Financial Officer, Julie Syring.
- 3. TRANSMITTAL OF VOUCHERS NUMBERED 146149 THROUGH 146356, IN THE TOTAL AMOUNT OF \$1,975,568.23. ELECTRONIC ACH PAYMENTS IN AUGUST IN THE AMOUNT OF \$8,644,233.00 AND NET PAYROLL PAID IN AUGUST IN THE AMOUNT OF \$2,816,719.68 FOR A GRAND TOTAL OF \$13,436,520.91.**
Contact Chief Financial Officer, Julie Syring.
- 4. C-TRAN AND BEN FRANKLIN TRANSIT (BFT) INTERLOCAL AGREEMENT (ILA), STAFF REPORT #26-030**
To approve an Interlocal Agreement (ILA) between C-TRAN and Ben Franklin Transit (BFT) to set forth a common agreement concerning the purchase and sale of six (6) Gillig Low Floor 35-foot diesel buses.
Contact Chief Maintenance Officer, Tim Shellenberger.
- 5. CONTRACT AWARD: R99 RENEWABLE DIESEL PURCHASING CONTRACT, STAFF REPORT #26-031**
Authority for C-TRAN to purchase R99 Renewable Diesel from Petrocard utilizing Washington State DES Contract #08721.
Contact Chief Maintenance Officer, Tim Shellenberger.

CONSENT ITEMS (CONTINUED)

- 6. CONTRACT RENEWAL: BRAKE PARTS PURCHASING, STAFF REPORT #26-032**
To renew purchasing contract 2025-36 for Brake parts with Muncie Transit Supply for a period of four (4) years at a not to exceed value of \$367,000.
Contact Chief Maintenance Officer, Tim Shellenberger.
- 7. CONTRACT AMENDMENT: 2026-2031 MOTOROLA RADIO MAINTENANCE RENEWAL, STAFF REPORT #26-033**
To approve Contracting Authority for the annual Service Agreements with Motorola for the P25 Digital Voice Radio Communications, Infrastructure, Dispatch Services, and Applications over a five (5) year period.
Contact Deputy Chief Executive Officer, Scott Patterson.
- 8. CONTRACT AWARD: BUS STOP IMPROVEMENTS CITY OF VANCOUVER AND CLARK COUNTY, STAFF REPORT #26-034**
To award a contract to Allcon, LLC for Bus Stop Improvements in the City of Vancouver and Clark County.
Contact Chief Capital Projects and Planning Officer, Randy Parker.
- 9. CONTRACT AWARD: PACIFIC OFFICE AUTOMATION LEASE, STAFF REPORT #26-035**
To use the Washington State DES Contract 26273 to secure a five (5) year lease for 22 multi-function printers and copiers from Pacific Office Automation. The contract includes the leasing expense, as well as per-sheet printing costs, toner, and regular troubleshooting and preventative maintenance.
Contact Deputy Chief Executive Officer, Scott Patterson.

ACTION ITEMS

- 1. CONTRACT AWARD: FIXED ROUTE BUS REPLACEMENT PURCHASE, STAFF REPORT #26-036**
To award a contract to Gillig Corporation for the purchase of 16 40-foot diesel powered low floor transit buses, through the State of Washington Contract No. 04824-01, and to declare aging vehicles surplus. The procured diesel-powered buses will operate on clean renewable diesel fuel and meet alternative fuel vehicle requirements as listed in Washington State Legislature RCW 43.19.648.
Contact Chief Maintenance Officer, Tim Shellenberger.

PRESENTATIONS

1. **C-TRAN COMMUNITY ADVISORY COMMITTEE (CCAC) UPDATE, STAFF REPORT #26-037**
Community Advisory Committee Chair, Mike McQueen, will inform the C-TRAN Board of Directors of the activities of the C-TRAN Community Advisory Committee.
Contact Deputy Chief Executive Officer, Scott Patterson. **TIME ESTIMATED AT 5 MINUTES.**
2. **C-TRAN 2045 PLAN**
Contact Director of Planning & Service Delivery, Taylor Eidt. **TIME ESTIMATED AT 20 MINUTES.**
3. **C-TRAN STRATEGIC PRIORITIES PROGRESS UPDATE**
Contact Chief Executive Officer, Leann M. Caver. **TIME IS ESTIMATED AT 20 MINUTES.**

COMMUNICATIONS

- **From The Chair**
- **From the Board**
- **From the Chief Executive Officer**
- **From Legal**

EXECUTIVE SESSION

1. **EXECUTIVE SESSION: RCW 42.30.110(1)(iii) if needed “LITIGATION OR LEGAL RISKS OF A PROPOSED ACTION OR CURRENT PRACTICE THAT THE AGENCY HAS IDENTIFIED WHEN PUBLIC DISCUSSION OF THE LITIGATION OR LEGAL RISKS IS LIKELY TO RESULT IN AN ADVERSE LEGAL OR FINANCIAL CONSEQUENCE TO THE AGENCY.” *THERE WILL BE NO ACTION TAKEN IN OPEN SESSION.***
Contact Legal Counsel Hong Huynh. **TIME IS ESTIMATED AT 10 MINUTES.**
2. **EXECUTIVE SESSION: RCW 42.30.110(1)(g) “TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE.” *THERE WILL BE NO ACTION TAKEN IN OPEN SESSION.***
Contact Legal Counsel Hong Huynh. **TIME IS ESTIMATED AT 20 MINUTES.**

ADJOURNMENT

UPCOMING BOARD MEETING SCHEDULE

All Meetings are held in the C-TRAN Administration Offices, 10600 NE 51st Circle, Vancouver, WA 98682 unless otherwise noticed.

October 13, 2026 – 5:30 p.m.

November 10, 2026 – 5:30 p.m.

December 8, 2026 – 5:30 p.m.

CORE VALUES

Trust and Respect; Radical Candor; Ownership and Innovation; Collaborative Courage; Balance and Fun; Resilience and Growth; Proactive Leadership

(Adopted 2024)

Every single C-TRAN employee is important and adds value, experience, and perspective to the work that we do as an agency. By keeping these values top of mind, we set ourselves—and each other—up for success. When we work together toward the same goal, we can achieve great things.

- **TRUST AND RESPECT:** We foster a safe space for open and honest dialogue where diverse perspectives are heard and valued without fear of judgment. We commit to mutual respect, even in disagreement.
- **RADICAL CANDOR:** We communicate honestly, openly, directly, and with empathy. We commit to supporting agreed-upon decisions, presenting a unified front, and avoiding unproductive gossip.
- **OWNERSHIP AND INNOVATION:** We embrace autonomy within our roles and are empowered to drive innovation and positive change. We continuously seek opportunities to elevate our contributions to the organization.
- **COLLABORATIVE COURAGE:** We bravely and freely share ideas and challenge assumptions. We believe that collective intelligence drives superior results. We pay attention to team members' concerns and suggestions. Nothing is off the table.
- **BALANCE AND FUN:** We approach our work with dedication but believe in having fun. We believe in being authentic, having a great laugh, and valuing a positive and supportive team environment.
- **RESILIENCE AND GROWTH:** We embrace challenges as opportunities for self-reflection, learning, and development. We commit to resolving conflicts constructively and moving forward together. We encourage active listening to ensure everyone feels heard and understood.
- **PROACTIVE LEADERSHIP:** We're not reactive; we're proactive. We anticipate challenges and take initiative. We engage in self-reflection and seek feedback to continuously improve our communication, collaboration and performance.