# BOARD OF DIRECTORS MEETING

**DATE** : November 10, 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 **23** or **323** HD (https://www.cvtv.org)
- Listen to the audio only by calling: **1-408-418-9388** and entering. Access Code: **2482 423 8370** (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 November 10, 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

| ITEM NO. | | PAGE NO. |
|---|---|---|
| | **CALL TO ORDER AND PLEDGE OF ALLEGIANCE** | |
| | **ROLL CALL OF BOARD MEMBERS** | |
| | **APPROVAL OF AGENDA** | |

| ITEM NO. | | PAGE NO. |
|---|---|---|

**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: OCTOBER 13, 2026.**
   Contact Executive Assistant/Clerk of the Board, Sindy Quitugua.

2. **TRANSMITTAL OF VOUCHERS NUMBERED 146540 THROUGH 146752, IN THE TOTAL AMOUNT OF $1,968,309.70. ELECTRONIC ACH PAYMENTS IN OCTOBER IN THE AMOUNT OF $7,924,877.58 AND NET PAYROLL PAID IN OCTOBER IN THE AMOUNT OF $2,705,058.63 FOR A GRAND TOTAL OF $12,598,245.91.**
   Contact Chief Financial Officer, Julie Syring.

3. **APPROVAL OF C-TRAN CITIZEN COMMUNITY ADVISORY COMMITTEE APPOINTMENT, STAFF REPORT #26-042**
   To confirm the appointment of five (5) people to the C-TRAN Community Advisory Committee who will service a two-year term beginning January 2027.

4. **CONTRACT AWARD: AUTOMATIC TRANSFER SWITCH REPAIR REPLACEMENT, STAFF REPORT #26-043**
   To award a contract to Kaski Electric to repair/replace the automatic transfer switch at 10600 NE 51st Circle (Administration Building).
   Contact Chief Maintenance Officer, Tim Shellenberger.

5. **CONTRACT AWARD: CINTAS FIRST AID. STAFF REPORT #26-044**
   To utilize the OMNIA Partner contract for First Aid Cabinet and AED machine services. This includes refilling current First Aid kits and monitoring AED machines at all locations.
   Contact Chief Maintenance Officer, Tim Shellenberger.

**PUBLIC HEARING (PRESENTATION BEFORE HEARING)**

1. **C-TRAN 2045 PLAN**
   Contact Director of Planning and Service Delivery, Taylor Eidt ***TIME ESTIMATED AT 20 MINUTES.***

| ITEM NO. | | PAGE NO. |
|---|---|---|

## ACTION ITEMS

**1. CONTRACT AWARD: INSTALLATION OF FENCING, LANDSCAPING, AND RIGHT-OF-WAY LIGHTS, STAFF REPORT #26-045**

To award a contract to Evergreen M3, LLC to install permanent fencing around Phase 5B and install the right of way lights and landscaping along NE 65th Ave and NE 18th St, as part of the Phase 5A project.

Contact Chief Capital Projects & Planning Officer, Randy Parker.

**2. CONTRACT AMENDMENT: HIGHWAY 99 BUS RAPID TRANSIT (BRT) CONSTRUCTION, STAFF REPORT #26-046**

To amend the contract amount for the existing contract awarded to Tapani Inc. for the construction of the Highway 99 BRT Project.

Contact Chief Capital Projects & Planning Officer, Randy Parker.

## PRESENTATIONS

**1. PUBLIC DASHBOARD**

Contact Manager of Business Intelligence, Spenser Sutinen. ***TIME ESTIMATED AT 10 MINUTES.***

**2. Q3 STRATEGIC PRIORITIES UPDATE**

Contact Chief Executive Officer, Leann M. Caver. ***TIME ESTIMATED AT 10 MINUTES.***

**3. BUDGET REVIEW**

Contact Chief Financial Officer, Julie Syring. ***TIME ESTIMATE AT 25 MINUTES.***

## COMMUNICATIONS

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

## 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.*

## 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.**