

**RECORD OF THE PROCEEDINGS
SKAGIT TRANSIT BOARD OF DIRECTORS**

Wednesday, February 17, 2010

The Skagit Transit Board of Directors met in regular session on Wednesday, February 17, 2010. Commissioner Kenneth Dahlstedt called the meeting to order at 1:04 p.m. followed by the Pledge of Allegiance, Roll Call, and Introductions.

Present: Commissioners Kenneth Dahlstedt and Ron Wesen; Skagit County; Mayor Ed Brunz, Councilperson Joanne Valentine; City of Burlington; Mayor Bud Norris, Councilperson Scott McMullen, City of Mount Vernon; Mayor Dean Maxwell, City of Anacortes; and Mayor Mike Anderson, City of Sedro Woolley.

Skagit Transit Representatives: Ben Haigh, Manager of Maintenance and Facilities; Dennis Digges, Operations Manager; Marcia Smith, Grants Administrator; and Mary Lozeau, Clerk to the Board.

Members of the Public: Shepard Cutler, FSI Architects, Ria Vanderpool, FSI Architects, and Tanya Bieche, Councilperson, City of Burlington.

I Public Comment:

None.

II Consent / Action Items:

a) Approval of Minutes of January 20, 2010 Board Meeting.

b) Approval of Claims and Payroll

January Payroll Checks # 13447 through # 13469	\$ 407,848.89
January direct federal withholding transfer.....	\$ 84,056.39
January Claims Checks # 23404 through # 23500	\$ 312,637.77

Mayor Dean Maxwell moved to approve all Consent / Action items. Mayor Mike Anderson seconded the motion. The motion passed unanimously.

III Full Discussion/Action Items:

a) Monthly Budget Update

Ben Haigh stated Skagit Transit received \$613,165 sales tax revenue in the month of January. This compares with \$316,610 in January of 2009 and is a 96.67% increase over last year with a year to date increase of the same. Ben noted Skagit Transit also received grant reimbursements of \$20,669 for the Tribal Transit Program and \$137,099 ARRA. Ben reported expenses included materials for bus stop signs and posts and capital expenditures included South Mount Vernon Park & ride and March's Point Park & Ride. Ben noted fuel is within budget and total reserves are \$6.6 million.

Mayor Mike Anderson moved to approve the Monthly Budget Update. Mayor Dean Maxwell seconded the motion. The motion passed unanimously.

IV Citizen's Advisory Committee Report:

Dennis Digges reported the committee members are very interested in additional bus shelters in 2010. Dennis stated a San Juan Island resident; Alison Longley attended the last meeting and brought a brochure she created detailing travel options for getting around North Puget Sound from Seattle and Tacoma to Sidney and Vancouver, BC. Dennis stated they have ten committee members.

V Information Items:

a) Transpiration Development Plan

Marcia Smith stated RCW 35.58.2795 requires that Skagit Transit complete an annual Transportation Development Plan (TDP) covering a 6-year period and the Plan serves as a broad range statement of how Skagit Transit plans to address local and State identified transportation needs and issues. Marcia noted this law also requires that a public hearing be held to give the public an opportunity to view and comment on the plan. Marcia reported the March Board meeting has been identified as the public meeting where comments to the TDP can be presented and if no amendments to the TDP are requested, staff will ask the Board to approve the TDP. Marcia noted Skagit Transit's 2010-2015 TPD draft plan is available for public review on Skagit Transit's website, and at Skagit Transit's Administration Office, 600 County Shop Lane, Burlington.

b) Skagit Station Renovation and Expansion Project

Sheppard Cutler and Ria Vanderpool of FSI Architects shared drawings of the addition and alterations to Skagit Station. The drawings presented the original site plan with existing floor plan, the proposed changes to the community meeting room with additional restrooms, and expansion of the north end of the community meeting room. There was a discussion of the additional cost to extend the roof and, on the acoustics in the community meeting room.

Unfinished Business:

None.

VII New Business:

None.

Commissioner Kenneth Dahlstedt adjourned the meeting at 1:28 p.m.

Kenneth Dahlstedt, Chair
Skagit Transit Board of Directors

Attest:

Mary Lozeau
Clerk of Skagit Transit