

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

Wednesday, March 24, 2010

The Skagit Transit Board of Directors met in regular session on Wednesday, March 24, 2010. Commissioner Kenneth Dahlstedt called the meeting to order at 1:03 p.m. followed by the Pledge of Allegiance, Roll Call, and Introductions.

**Present: Commissioners Kenneth Dahlstedt, Sharon Dillon, and Ron Wesen; Skagit County; Mayor Ed Brunz; City of Burlington; Mayor Bud Norris, Councilperson Scott McMullen, City of Mount Vernon; and Mayor Mike Anderson, City of Sedro Woolley.**

**Skagit Transit Representatives: Dale O'Brien, Executive Director; Motoko Pleasant Manager of Finance & Administration; Marcia Smith, Grants Administrator; and Mary Lozeau, Clerk to the Board.**

**Members of the Public: Carol Ehlers, Anacortes; Linda Allen, Mount Vernon City Library.**

**I Public Comment:**

Carol Ehlers of Anacortes commented on the narrative portion of the Six Year Transit Development Plan and requested change on the description of area served on Fidalgo Island. Carol also commented on the current rider guide with suggestions for service in Anacortes.

**II Consent / Action Items:**

- a) Approval of Minutes of February 17 and March 11, 2010 Board Meetings.
- b) Approval of Claims and Payroll
  - February Payroll Checks # 13470 through # 13489..... \$ 387,951.96
  - February direct federal withholding transfer .....\$ 79,019.69
  - February Claims Checks # 23501 through # 23629 ..... \$ 284,432.39

**Commissioner Sharon Dillon moved to approve all Consent / Action items. Mayor Ed Brunz seconded the motion. The motion passed unanimously.**

**III Full Discussion/Action Items:**

- a) Monthly Budget Update

Motoko Pleasant stated Skagit Transit received \$780,512 sales tax revenue in the month of February. This compares with \$411,742 in February of 2009 and is an 89.56% increase over last year with a year to date increase of 91.34%. Motoko noted Skagit Transit also received grant reimbursements of \$40,196 for County Connector, \$90,688 for Everett Express, \$87,002 for South Mount Vernon Park & Ride, and \$79,357 for March's Point Park & Ride. Motoko reported expenses included repair body damage to vehicles, and annual membership payment for WSTA. Capital Expenditures included Engineer Cost for Skagit Station Renovation Project, South Mount Vernon and March's Point Park & Ride Projects, MOA Roofing Project. Motoko noted fuels are currently under budget and total reserves are at \$6.6 million.

**Mayor Bud Norris moved to approve the Monthly Budget Update. Mayor Ed Brunz seconded the motion. The motion passed unanimously.**

b) 2010 – 2015 Six Year Transit Development Plan and Public Comment

Dale O'Brien stated the Six Year Transit Development Plan (TDP) is a document the management team put together per the requirement RCW 35.58.2795 which requires Skagit Transit to complete annually. Dale noted the Board members were given a draft of the document last month for review. Dale reported this is a planning document that needs to be fiscally responsible and addresses local and state identified transportation needs. Dale noted the document contains goals and not necessarily what we will be able to attain and all items in the plan are subject to normal Board approval processes prior to actual implementation.

**Mayor Ed Brunz moved to approve the 2010 – 2015 Six Year Transit Development Plan with South Fidalgo Island included. Commissioner Sharon Dillon seconded the motion. The motion passed unanimously.**

c) Skagit Transit / Library Partnership for Summer Reading Program

Linda Allen of Mount Vernon City Library shared a Summer Reading Program brochure and noted this will be the forth summer of partnering with Skagit Transit. Linda stated the past three summers have been successful with 2000 children participating between two and eighteen years of age. Mayor Anderson suggested adults riding with young children also get a free ride.

**Mayor Bud Norris moved to approve the Skagit Transit / Library Partnership for Summer Reading Program including adults riding free with young children. Commissioner Sharon Dillon seconded the motion. The motion passed unanimously.**

d) Discount Bus Pass for Skagit Valley College Employees

Dale O'Brien referred to a letter received from Larry Sult of Skagit Valley Community College Sustainability Committee. The letter thanks Skagit Transit for providing discounted transit passes for students and requests the discount be extended to staff and faculty of Skagit Valley College. Dale stated staff researched Everett Community College and Western Washington University discount transit pass programs and learned that the schools are subsidizing the discount transit passes for staff and faculty not the transit agencies. Mayor Bud Norris stated that this could trigger a number of different entities requesting the same discount for their staff. Mayor Mike Anderson stated the schools should pay for the discount for their employees. Commissioner Sharon Dillon agreed.

#### **IV Citizen's Advisory Committee Report:**

Dale O'Brien reported the committee members were invited to South Mount Vernon Park & Ride ribbon cutting event on Friday, April 23<sup>rd</sup>. Dale noted the actual opening day will be May 1<sup>st</sup> due to a delay with the camera system. Mayor Bud Norris inquired about Skagit Station parking situation and if staff anticipates a Federal sign off of Park & Ride designation once South Mount Vernon Park & Ride is open and operating. Dale stated staff is preparing different options to bring to the Board including two hour parking limit or paid parking.

**V Information Items:**

None.

**Unfinished Business:**

None.

**VII New Business:**

None.

**Commissioner Kenneth Dahlstedt adjourned the meeting at 1:31 p.m.**

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Kenneth Dahlstedt, Chair  
Skagit Transit Board of Directors

Attest:

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Mary Lozeau  
Clerk of Skagit Transit