



Burlington City Hall
Council Chambers
833 South Spruce Street
Burlington, WA 98233

Skagit Transit Board of Directors Agenda

Regular Meeting
March 20th, 2024
11:00 a.m.

<https://us02web.zoom.us/j/86092215677>

Or go to zoom.com and enter meeting
ID: 860 9221 5677

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF MEMBERS

4. PUBLIC COMMENT

5. EXECUTIVE SESSION

6. CONSENT / ACTION ITEMS

All matters listed within the Consent Agenda have been distributed to each member of the Skagit Transit Board of Directors for reading and study, are considered to be routine, and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from Consent Action Items and placed on Regular Action Items by request.

- a) Approval of February Meeting Minutes Page 3-5
- b) Approval of Claims and Payroll
 - January Payroll Direct Deposit and Checks #17139 - 17144 \$1,419,571
 - January Direct Federal withholding transfer \$259,059
 - January Claims Checks and ACH #45730 - 45896 \$1,246,715
- c) Approve January Budget Update Page 6
- d) Approve Resolution 2024-04: Public Records Act Policy Page 7-8
- e) Approve Revision to General Leave Policy Page 9
- f) Approve 2025 Congressional Community Project Funding Opportunity Page 10

7. FULL DISCUSSION / ACTION ITEMS

- a) Approve June 2024 Meeting Date Change Page 11
- b) Approve Chief Executive Officer Compensation Increase Page 12

8. INFORMATION ITEMS

- a) CEO Update
- b) Satisfaction Survey Results Page 13-23
- c) CAC March Report Page 24
- d) February Ridership Page 25-26

9. EXECUTIVE SESSION

10. ADJOURNMENT



Skagit Transit Board of Directors Officers

Mayor Matt Miller Chair Commissioner Peter Browning.. Vice Chair

Skagit Transit Board of Directors Membership and Votes

Mayor of Anacortes	1
Mayor of Burlington	1
Mayor of Mount Vernon	1
Mayor of Sedro - Wooley	1
Skagit County Commissioner District 1 ...	1
Skagit County Commissioner District 2 ...	1
Skagit County Commissioner District 3 ...	1
Mount Vernon Councilperson	1
Burlington Councilperson	1

Non-Voting Members

Community Advisory Committee Chair
Skagit Transit Labor Union President

Quorum Requirement

A quorum consists of a simple majority (5) of the total votes (9).

Title VI Notice to the Public: Skagit Transit fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit Skagit Transit’s website at <https://www.skagittransit.org/about-us/civil-rights-discrimination/>

Aviso resumido del Título VI al público: Skagit Transit cumple plenamente con el Título VI de la Ley federal de derechos civiles de 1964 y los estatutos relacionados, y no discrimina por motivos de raza, color u origen nacional. Para mayor información, o para obtener un Formulario de queja del Título VI, visite el sitio web del Skagit Transit en <https://www.skagittransit.org/about-us/civil-rights-discrimination/>

ADA Notice to the Public: Skagit Transit fully complies with Section 504 of the Rehabilitation act of 1973 and the Americans with Disabilities Act of 1990 (ADA) and does not discriminate on the basis of disability. For more information, or to file a grievance contact the ADA Coordinator, Jennifer Davidson at 360-757-5178 or jdavidson@skagittransit.org.

Aviso de la ADA para el público: Skagit Transit cumple plenamente con la Sección 504 de la Ley de Rehabilitación de 1973 y la Ley de Americanos con Discapacidades de 1990 (ADA) y no discrimina por motivos de discapacidad. Para obtener más información, o para presentar una queja, póngase en contacto con el Coordinador de la ADA, Jennifer Davidson en 360-757-5178 o jdavidson@skagittransit.org.

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

Wednesday, February 21st, 2024

[Skagit Transit Board of Directors Meeting 2-21-2024 - YouTube](#)

The Skagit Transit Board of Directors met in a regular Meeting in Burlington, WA and via teleconference. Board Chair Mayor Miller called the meeting to order at 10:59 a.m. followed by the Pledge of Allegiance, roll call, and introductions.

Members Present

Peter Browning, Skagit County Commissioner (Vice-Chair)
Lisa Janicki, Skagit County Commissioner
Ron Wesen, Skagit County Commissioner
Julia Johnson, City of Sedro Woolley, Mayor
Matt Miller, City of Anacortes, Mayor (Chair)
Steve Sexton, City of Burlington, Mayor
James Stavig, City of Burlington, Councilmember
Colleen Kennedy, Labor Representative (non-voting member) *Represented by Soren Jensen*

Members Present via Teleconference

Peter Donovan, City of Mount Vernon, Mayor

Members Absent:

Andrew Vander Stope, City of Mount Vernon, Councilmember
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Providing Legal Counsel:

None

Staff Present

Laura Klein, Clerk of the Board
Nicolas Bergman, Information Technologies
Chris Arkle, Finance/Accounting Manager
Jennifer Davidson, Director of HR
Chris Chidley, Director of IT
Zach Wright, Security Supervisor

Staff Present via Teleconference:

Crystle Stidham, Chief Executive Officer; Mika Bergman, Maintenance; Aggie Juarez, Director of Facilities; Joe Macdonald; Director of Safety and Training; Abby Bissell, HR Generalist; Greg Latham, Director of Maintenance and Operations; Marcy Smith, Grants Manager

Members of Public Present

None

Members of the Public Present via Teleconference:

James Howard, "Independent Journalist", "public",
Madeline H, Joe Kunzler, Jesse Jones, "Skagit", "Alitke"

1 Public Comment:

Public Comment was made. It can be viewed through the meeting recording at the top of the page.

2 Consent / Action Items:

- a) Approval of January Meeting Minutes
- b) Approval of Claims and Payroll
- c) Approve December Budget Update
- d) Approve Fare Free Service for Spring Community Connect Event
- e) Approve Resolution 2024-02: Appoint Trustee to 401 & 457 Retirement Accounts
- f) Approve Resolution 2024-03: Appoint EEO and Title VI Officer
- g) Approve Amendment to ADA Policy
- h) Approve Naloxone Policy

Mr. Sexton moved to approve all Consent / Action items. Ms. Johnson seconded the motion. The motion passed unanimously.

3 Full Discussion/Action Items:

- a) Approve Federal FY 2023 FTA Bus and Bus Facilities WSDOT Pass Through Award
Ms. Stidham read the report as presented in the packet.

Mr. Sexton moved to approve the Federal FY 2023 FTA Bus and Bus Facilities WSDOT Pass Through Award. Mr. Wesen seconded the motion. The motion passed unanimously.

- b) Approve Vehicle Donation
Ms. Stidham requested that this item be removed from the agenda on behalf of the recipients of the vehicle not being ready to receive it.
- c) Approve Contract #24-013 for Financial Reporting System with Community Brands
Ms. Stidham read the report as presented in the packet.
Ms. Janicki requested the approval be in two parts: the sole source approval and the contract approval.

Mr. Browning moved to approve the sole source of the Financial Reporting System. Ms. Janicki seconded the motion. The motion passed unanimously.

Mr. Wesen moved to approve Contract #24-013 for Financial Reporting System with Community Brands, retroactive from 2015 until 2025 with a not to exceed amount of \$200,000. Mr. Sexton seconded the motion. The motion passed unanimously.

- d) Approve Non-Employee Travel Policy Amendment
Ms. Stidham read the report as presented in the packet.

Mr. Sexton moved to approve the Non-Employee Travel Policy Amendment. Ms. Janicki seconded the motion. The motion passed unanimously.

- e) Approve CAC Bylaw Revision
Ms. Stidham read the report as presented in the packet.

Mr. Wesen moved to approve the CAC Bylaw Revision. Mr. Sexton seconded the motion. The motion passed unanimously.

- f) Approve PASS to NOVUS Migration Project
Ms. Stidham read the report as presented in the packet.

Mr. Wesen moved to approve the PASS to NOVUS Migration Project. Mr. Donovan seconded the motion. The motion passed unanimously.

- g) Approve June 2024 Meeting Date Change
Ms. Stidham read the report as presented in the packet.

Mr. Miller tabled this discussion until an alternative date can be presented by staff.

4 Information Items

- a) CEO Update
Ms. Stidham presented a verbal report including the following topics: Mayor Sexton's final Board meeting recognition, MOA2 update- phase 1 completion still on time and on budget. Architect design is moving forward, and the electrical supply demand issues. There has been a change in funding through grants and Skagit Transit will no longer be receiving the \$5 Million Move Ahead Washington Grant as expected. Staff asked the Board to modify their letters of support for the RAISE Grant to accommodate a larger monetary ask. Mediation with the original architect has been moved to September 9th. The Grants Manager position has been filled and the Manager of Operations position has been offered. Prothman will recruit for Director of Finance position. Brad Windler gave his 2 week notice, this position has been posted. Climate commitment act – WSTA polled WA residents and only 40% of voters are in support. Educational materials will be distributed around Skagit County.

- b) CAC February Report
Ms. Jones was not in attendance and was unable to comment on the CAC report.
- c) January Ridership
Ms. Stidham did not have further comment on the Ridership Report beyond what was presented in the packet.

5 Closed Session – Collective Bargaining Negotiations 42.30.410(4)(a)

The Board met in closed session regarding Collective Bargaining Negotiations. Mr. Miller stated that the Board would meet for 10 minutes from 11:46 a.m. to 11:56 a.m. The Board resumed the regular meeting at 11:56 a.m.

Mayor Miller adjourned the meeting at 11:56 a.m.

Matt Miller, Chair Skagit Transit Board of Directors

Attest:

Laura Klein, Clerk of Skagit Transit Board



TO: Skagit Transit Board of Directors
FROM: Chris Arkle, Accounting & Finance Manager
SUBJECT: Monthly Budget Update Report for January 2024
INFORMATION: The monthly budget reports are presented for your review. Items of interest are:

Revenues:

Sales Tax Received:

January	2024	2023	2022
	1,363,647	1,313,183	1,183,262

Grant Revenue:

Federal Operating	1,235,002
Federal Capital	37,466
Local Operating	500
State Operating	-
State Capital	-

Fare Revenue:

	2024	2023	2022	2021
January	52,709	52,633	42,017	50,283
Budget	706,000	684,500	592,964	545,000

Expenses

Capital	
Route Improvements	7,300.00
Skagit Station	-
Park & Ride	22,982.00
Revenue Equipment	(5,938)
Service Equipment	229
Vanpool Equipment	-
MOA 2	25,666
Bldgs. - MOA	-
Garage/Shop Equipment	-
Office Furniture/Equip.	-
Intangible Asset - SW	35,202

Ending Cash:

January 2024	January 2023	January 2022
3,929,400	4,835,331	4,654,031

Reserves:

	January 2024	January 2023	January 2022
Operating	5,361,969	5,086,872	5,020,762
Facilities	10,400,000	10,400,000	6,400,000
Capital			
Replacement	4,985,891	4,195,706	4,011,760
Non-Designated	1,606,351	1,524,196	1,504,636
Total	22,354,211	21,206,774	16,937,158

RECOMMENDATION: Staff recommends the Board approve the monthly budget report.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Resolution 2024-04: Public Records Policy

INFORMATION:

As part of the Agency's ongoing review of policies and procedures, it was noted that the Agency's policy on Public Records had not been defined in a manner that would allow the public to fully understand the Agency's procedures regarding public records.

While the Agency follows the RCW's guidance very closely, staff felt it was necessary to develop a robust policy and procedure guide for the public, outlining the procedure that staff currently follows.

This policy highlights the following:

- Who is the agency's public records officer and how to contact them
- How the public can make a request
- How the Agency responds to a request
- Common exemptions
- Costs for public requests (*applies to any request received after this policy's approval at this meeting*)

This policy has been reviewed and approved by our legal team and is comprised of guidance from RCW 42.56 and its subsections, policies from multiple other government agencies in Washington, and the Municipal Research & Service Center (MRSC).

RECOMMENDATION:

Staff recommends the Board approve Resolution 2024-04: Establishing Guidelines for Public Records Requests.

RESOLUTION NO. 2024-04
A RESOLUTION OF SKAGIT TRANSIT BOARD OF DIRECTORS APPROVING A POLICY
ESTABLISHING GUIDELINES FOR PUBLIC RECORDS REQUESTS

WHEREAS, Sections 42.56.040 and 42.56.100 of the Revised Code of Washington (RCW) requires the Agency to make nonexempt public records available for inspection and copying; and

WHEREAS, the aforementioned RCW requires the Agency to establish and publish rules to facilitate the disclosure of public records; and

WHEREAS, the Agency wishes to establish a public records policy and procedure for both public and internal knowledge;

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED THAT:

Section 1: The Public Records Policy attached in this Agenda Packet is hereby adopted as the rules the Agency will follow in handling public records requests.

Section 2: The Agency's Public Records Officer is hereby directed to publish this Resolution and Policy, post and maintain the rules on the Agency's website and make them available for copying and inspection at the Agency's business office.

Section 3: This resolution shall take effect and be in full force upon passage and signature hereon.

PASSED in open public meeting this 20th day of March 2024.

SKAGIT TRANSIT SYSTEM
SKAGIT COUNTY, WASHINGTON

By _____

Matt Miller, Chair Skagit Transit Board of Directors

By _____

Crystle Stidham, Chief Executive Officer

ATTEST TO FORM:

Laura Klein, Clerk of Skagit Transit

APPROVED AS TO FORM:

Dannon Traxler, Counsel to Skagit Transit



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Revision to General Leave Policy

INFORMATION:

A revised policy for General Leave Cash-Out and Sell-Backs has been made. The purpose of this revision is to clarify the policy and add context to how cash-outs and sell-backs are done and the requirements to be eligible for a cash-out or sell-back.

Employees continue to have the option of cashing out up to 80 general leave hours and receiving the funds on their next paycheck.

Employees now have the option of selling back up to 200 hours of general leave per year to be deposited into any of the employees' retirement accounts with Skagit Transit.

Employees will need to retain a minimum of 80 hours in their leave bank after any transaction of this type. This is to ensure adequate leave time in case of unforeseen circumstances.

This policy also mandates that no more than 200 hours of general leave may be carried over into the next year, except in cases of on-the-job injury, making the cash-out and sell-back provisions an added benefit to employees to make sure they will not lose any of their accrued leave.

RECOMMENDATION:

Staff recommends the Board approve the revised General Leave Cash-Out and Sell-Back Policy.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve June 2024 Meeting Date Change

INFORMATION:

June 19th is recognized as the federal holiday “Juneteenth” and is a holiday for Skagit Transit.

In 2024, this date falls on a regularly scheduled Board Meeting date.

A poll was sent to Board members to determine the new date of this meeting. Thursday, June 20th from 12:00pm-1:00pm was determined to be the date with the most availability.

RECOMMENDATION:

Staff recommends the Board approve changing the June 2024 Board meeting date to Thursday, June 20th from 12:00pm-1:00pm.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Chief Executive Officer Compensation Increase

INFORMATION:

I completed my first year of service with Skagit Transit on March 1, 2024. Per my employment agreement, I am allowed to request a salary increase after successful completion of this milestone.

In addition to navigating numerous challenges my first year, I have also capitalized on opportunities, spearheaded operational improvements, overseen infrastructure development, exercised exceptional financial stewardship, supported innovative and technology implementation, engaged in community relations, fostered employee relations and development, and lead the agency towards more sustainable and environmental practices.

In addition to bringing many years of experience in public transportation to the agency, I have embraced the role of CEO for Skagit Transit and have gone above and beyond by building relationships within the community. I have taken the initiative to be engaged in the industry and sit on the Board for the Washington State Transit Association (WSTA), the Washington State Transportation insurance Pool (WSTIP), and am on the CEO committee for the American Public Transportation (APTA) Committee. I also sit on the Board for the Skagit County Housing Authority.

I have proven to be a hardworking, reliable employee, often working long days and weekends to meet deadlines or attend meetings or events. I have made a concerted effort to meet with each and every Board member on a regular basis to keep them abreast of the issues within the agency and have worked collaboratively with many of you on issues that arise within the community.

I add value to the agency by possessing the knowledge, skills, and abilities necessary to make the agency grow sustainably.

I want to thank the Board for allowing me the opportunity to continue serving the people of Skagit County.

RECOMMENDATION:

I am requesting and recommending a two-step pay increase for grade 1 effective March 1, 2024.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve 2025 Congressional Community Project Funding Opportunity

INFORMATION:

Congressman Rick Larsen is accepting requests for funding on important community projects. Skagit Transit's MOA2 facility project fits the criteria and funding is needed to complete construction of Phases 2 and 3.

Skagit Transit staff is requesting Board approval to submit an application and request the Community Project Funding program for \$3,000,000 to assist in the construction of Phase 2 and 3 of the MOA 2 facility project.

The total budget for construction of Phases 2 and 3 of the MOA 2 project is estimated at \$34.5 million, Skagit Transit has \$15 million secured in federal and local funds.

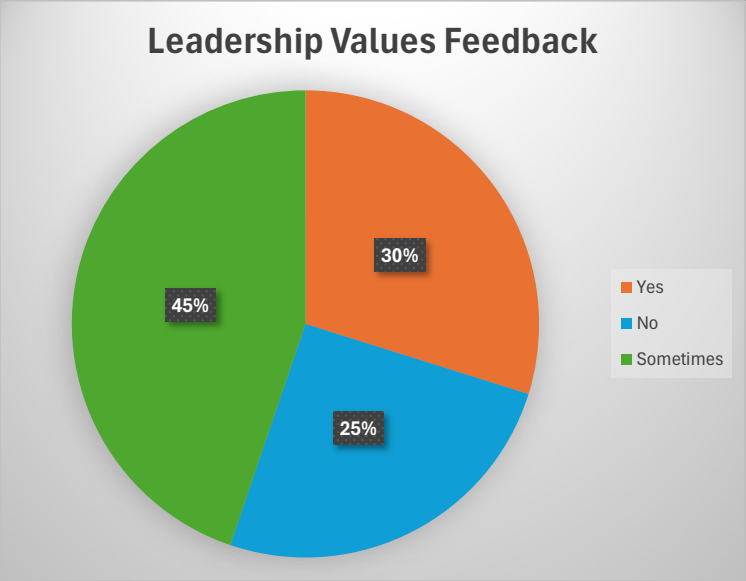
State funds in the amount of \$5 million dollars have been allocated to the project in the Move Ahead Washington Transportation Bill but have not yet been apportioned to Skagit Transit.

Staff recommends the Board approves Skagit Transit's application submission and request of \$3,000,000 to the Congressional Community Projects grant program for construction of Phases 2 and 3 of MOA2.

Employee Satisfaction Survey

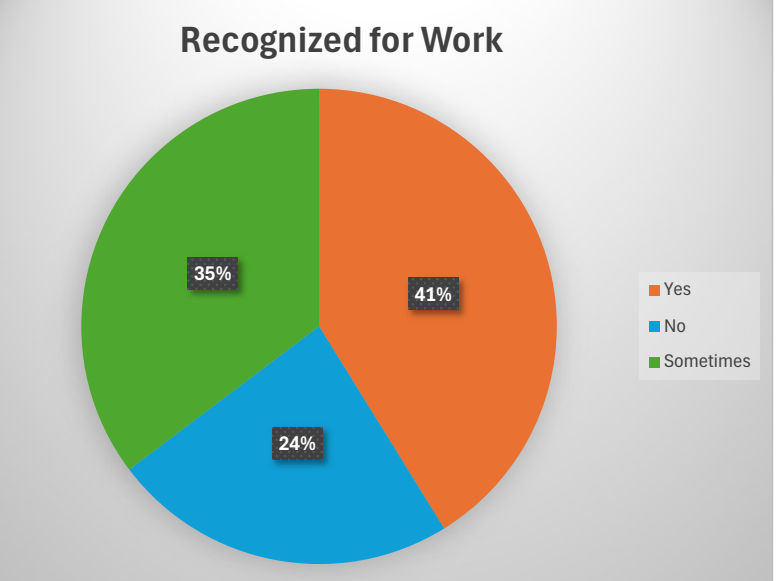
Do you feel leadership values your feedback?

Yes: 20, No: 17, Sometimes: 30



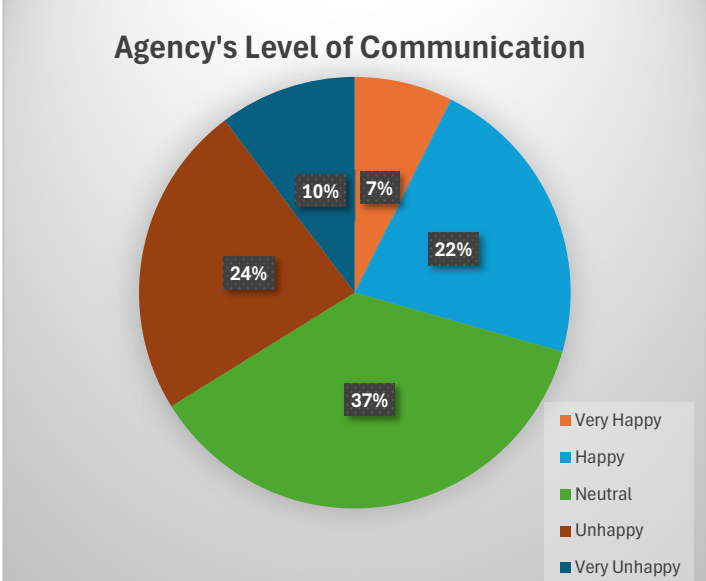
Do you feel recognized for your work?

Yes: 28, No: 16, Sometimes: 24



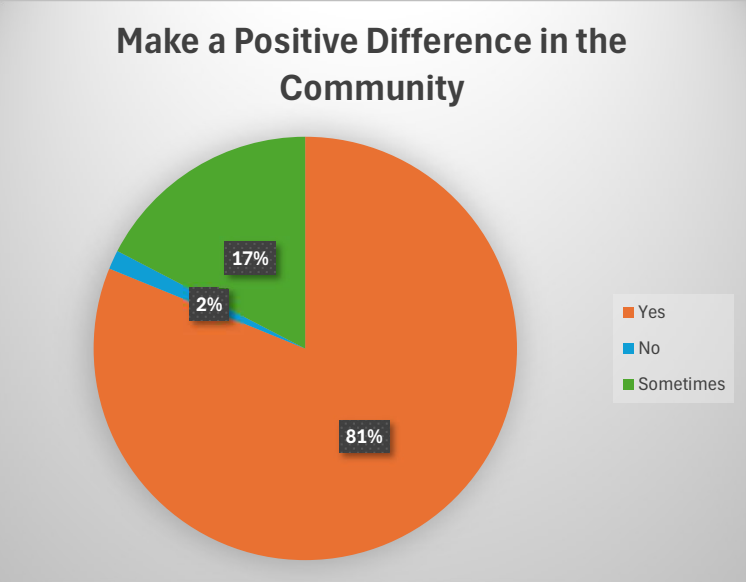
How happy are you with the agency's level of communication?

Very Happy: 5, Happy: 15, Neutral: 25, Unhappy: 16, Very Unhappy: 7



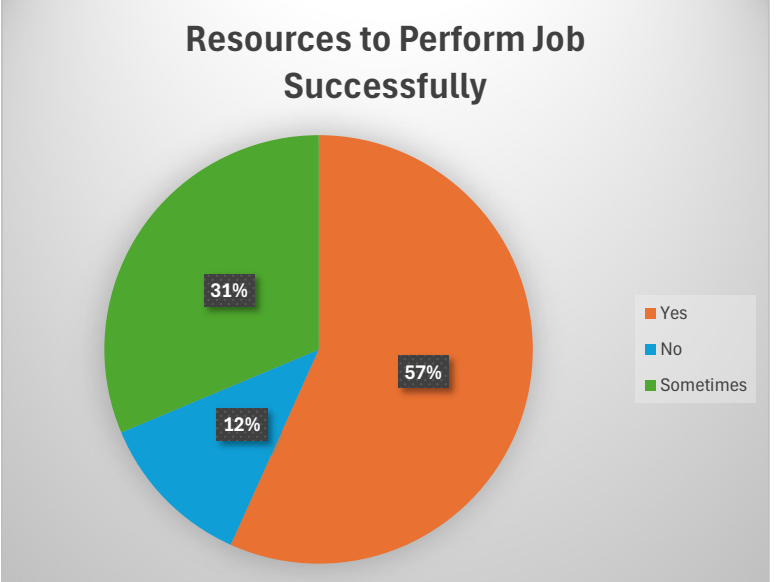
Do you think your job makes a positive difference in the community?

Yes: 56, No: 1, Sometimes: 12



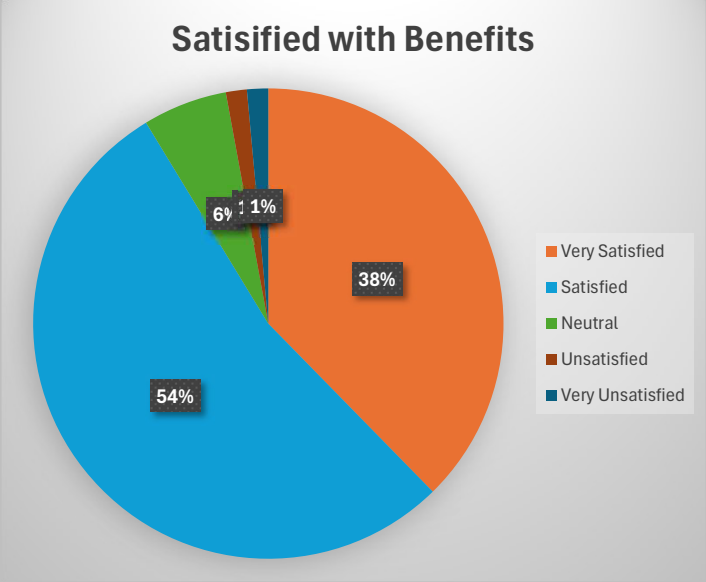
Do you feel you have the proper tools and resources to perform your job successfully?

Yes: 38, No: 8, Sometimes: 21



How satisfied are you with the benefits that Skagit Transit offers?

Very Satisfied: 26, Satisfied: 37, Neutral: 4, Unsatisfied: 1, Very Unsatisfied: 1



What do you think is going well at Skagit Transit?

- 1 Wages and Continue improving on wages and benefits
- 2
- 3
- 4 Everything
- 5 Wages and Benefits
- 6
- 7 Payday is always on time
- 8 Maintance
- 9 Time off
- 10
- 11 Everything is working well
- 12 Still have a job
- 13 Food. Para service, hostlers
- 14 Maintenance
- 15 Level of service to the community
- 16 Everything
- 17 Nothing. We're falling apart
- 18 We are expanding
- 19 I'm enjoying fruits for your labor. I like the little stuff HR sends around
- 20 Seems to be running smoothly
- 21 I don't know
- 22 Working together
- 23 Staff
- 24
- 25 Good pay and benefits. Good camaraderie with drivers
- 26 Construction at MOA2
- 27 We are growing, we are also starting to get involved in the community again
- 28 People working well together
- 29 Support for drivers from supervisors is amazing.
- 30 The busses are rolling, the work is getting done
- 31 Most things are going well
- 32 The benefits are great. The employees make work enjoyable.
- 33 We are expanding, getting bigger
- 34 Everything that hasn't changed
- 35 amount of routes/service
- 36
- 37
- 38
- 39
- 40 I think a lot of people are scared of losing their jobs.
teams working together giving high quality service. Going out of their
- 41 way. We have amazing employees

What do you think is going well at Skagit Transit?

- 42 ridership customer service
- 43 Transporting people
- 44
- 45
- 46 Drivers, dispatch, supervisors during snow
- 47 Bus uptime
- 48 IT department runs well
- 49 Hard to say all Dept are different. Facilities is moving forward
- 50
- 51 New direction modernizing
- 52 The vision and leadership team
- 53 Growing
 - Providing good transportation options within the cities of Skagit County. Providing good medical, dental, and vision benefits to full
- 54 time employees
- 55 The IT Department
- 56 Increased security and substance detection at Skagit Station
- 57
- 58 80% of employees, the other 20%?
- 59
- 60 Nice people
- 61 Not much
- 62 Increase w/ para ridership
- 63 IT
- 64 I would say overall morale is good
- 65
- 66
- 67 Ridership
- 68 Dispatch and maintenance department good communication
- 69 Good maintenance of busses

What suggestions do you have to help improve Skagit Transit?

- 1 More four day bids
- 2 More restroom available - most bus parking spaces
- 3
- 4 None
- 5 Improve communication, respect and follow thru. Bids fixed and work on problem ridership
- 6 Better communication
- 7 "perks" for drivers with good attendance
- 8 3 day work weeks
- 9 Better top leadership
- 10 Jason Mills for CEO
- 11
- 12
- 13 Better Schedules
- 14
- 15
- 16 Payroll
- 17 New leadership - people that care about employees and our services
- 18 Night pay/more GL
- 19 Some more clarification on policies. Maybe better access to policy handbook
- 20 More GL
- 21 Listen to your drivers. Treat your extra board better
- 22 more equipment
- 23 Time points
- 24 use smaller buses, new office
- 25 Improve communication. Improve driver safety. More 4 day bids
- 26 Have more drivers
- 27 Make all bidded drivers have a more "regular" schedule, all AM or all PM, not back and forth
- 28
- 29 More teamwork and communication. We need more interactions
- 30
- 31 Include drivers in social events. Attendance incentives, consistent work schedules, less variable
- 32 Keep lines of communication open. Make employees feel comfortable to offer ideas.
- 33 Night pay, more GL
- 34 don't change everything
- 35
- 36
- 37 More GL
- 38 Fix the routes - bids
- 39 Too many route changes
- 40 management on up to be more accountable and less hard on drivers (we are not perfect!)
- 41 Better communication via weekly updates/emails or bulletins for each department? Management reflecting on feedback from employees
- 42 get a day off when asked. Communication
- 43 more 4 day work bids, some split shifts
- 44
- 45 be more transparent
- 46 be transparent
- 47 Let's go to MOA2!
- 48 Honestly I enjoy Skagit as it is
- 49 All dept need to communicate
- 50
- 51
- 52 Continue building the team
- 53
- 54 Provide micro transit service. Permit remote work incorporated into regular work weeks when possible. Provide child care options
- 55 More time off
- 56 Language lessons on the scrolling screen - Spanish, Sign, Manderin, common phrases that could be useful

What suggestions do you have to help improve Skagit Transit?

- 57 Better communication with employees
- 58 better communication
- 59 Please reduce the chaos
- 60 make bid better
- 61 better leadership caring people from top down
- 62 be transparent
- 63 More IT
- 64 Utilize stand by's more effeciently during down time
- 65 Bids are way too tight
- 66 Need to improve morale!
- 67 Not sure
- 68 Better information to drivers about bus operations, not too call maintenance about same things
- 69 more mass meetings

What do you enjoy most about working at Skagit Transit

- 1 Co-workers
- 2 My Co-workers
- 3
- 4 Vacation
- 5 Co-workers
- 6 commute/pay
- 7 people I work with
- 8 People in workplace
- 9 The drivers
- 10 Most of the time
- 11
- 12 Not coming into work
- 13 insurance, steady pay
- 14 Maintenance
- 15 The people I work with. The service we provide to the community
- 16 The environment, people with good vibes
- 17 co-workers
- 18 The people, good environment
- 19 I like the atmosphere for the most part. Most people here are very supportive and willing to work with you.
- 20 Good environment. Good people
- 21 Driving, meeting new people, customer service
- 22 the people
- 23 Training
- 24
- 25 variety of bids
- 26 Club Skat providing coffee
- 27 Helping clients get around the county
- 28 The people I work with
- 29 I have amazing coworkers
- 30 Feel like I am serving the community
- 31 Helping the community's most vulnerable people
- 32 Working with the community
- 33 Good environment, the people
- 34 my coworkers and passengers
- 35 amount of leave/holidays/personal days/flexible on time off
- 36 Daily appreciation by clients
- 37 Driving the bus
- 38 people
- 39 my coworkers
- 40 my customers, safety first, and customer satisfaction second
- 41 relationships with coworkers, truly enjoy my job, the work, and providing customer service.
- 42 The people, employees
- 43 the people getting paid for work

What do you enjoy most about working at Skagit Transit

- 44 coworkers and customers
- 45 the people I meet
- 46 the people I meet
- 47 How supportive my coworkers are and the generous benefits
- 48 My direct coworkers
- 49 The benefits are incredible
- 50 Coworkers
- 51 Making a difference in people's lives in this community
- 52 Meeting everyone and the collaborative work
- 53
- 54 Partnerships
- 55 The time off
- 56 Getting to know the passengers and their routines
- 57 The people, benefits
- 58 The people
- 59 It's close to home
- 60 It barely pays the bills and benefits
- 61 proud of the company, people I work with
- 62 helping our clients
- 63 My employee comrades
- 64 The people I work with
- 65 Being a transit driver
- 66
- 67
- 68 Security, coworkers
- 69 People

What other benefits would you like to be offered?

- 1 Safety bonus, attendance bonus, life-insurance
- 2 More time between timepoints
- 3
- 4 More vacation
- 5 More life insurance
- 6 Better vision/dental
- 7 Longevity/attendance perks
- 8 in building gym
- 9 competitive pay
- 10
- 11 Classes. Training in new areas
- 12 Go back to paratransit
- 13 None
- 14
- 15
- 16 Cost of living, help single parents for there kids
- 17
- 18 Daycare
- 19 I've enjoyed benefits offered
- 20 Day care
- 21 Gym membership, better wellness
- 22 better dental
- 23 uniforms improved
- 24
- 25 Team building exercises
- 26 Safety bonus
- 27 Benefits are good. I don't see any true needs
- 28
- 29 They're all good
- 30
- 31 Improve college/education benefits
- 32 Medical after retirement
- 33 day care
- 34
- 35
- 36
- 37 More GL
- 38 if we don't call out, there should be benefit - GL or gift card
- 39
- 40 I need brainstorm this and think more on this.
- 41
- 42
- 43 more 4 day work bids

What other benefits would you like to be offered?

44 I am happy with what we have but would like the medical paid 100%

45

46 additional personal days, more into retirement

47 Better life insurance I guess

48

49

50

51

52

53

54 Paid hours when performing community improvement volunteer work

55

56

57 Longevity pay

58

59

60 Child care due to random start time in schedule

61

62 more personal holidays and floaters!

63

64

65

66

67 A way to catch up my retirement

68

69 Massages after work

Please provide feedback for your answer or add any other comments that
you'd like leadership to see

1

Would like breakrooms (real ones) at all park & rides. Would like

2 employee restroom at Skagit Station

3

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9 Jason for CEO

10

11

12

13 is ok

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18 better pay

19 Maybe see higher ups visit some of us in other departments

make an option for extra board to pick AM or PM. Also give them the

20 option of 4 10 shifts. Shorten the cap out from 9/10 to 4/5 years

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25 Accountability for everyone. No favoritism

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27

28

29 Be more compassionate and work FOR the employees, not against

30

31 update GPS devices/maps

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Please provide feedback for your answer or add any other comments that
you'd like leadership to see

39

40 LGBTQI community needs more recognition

41

42

43 love working here, 4 day work bids would be better for some

44

45

46 Les was amazing during recent snow, Jill keeps buses toasty. Thank you!

47 Thank you!

48

49 I would like more support sometimes

50

51

52 still taking it all in

53

54 Would like faster response communication wise to questions

55

Trust has to be brought back. Too many are afraid to answer this
question for fear of being found out and fired for "disrespect". Truth,

56 no matter how unpleasant or uncomfortable is NOT disrespect

57

58

59 lots of change not much progress yet

60 Biding need to be hired date not which side you're on (para, fix, cross)

61 Its no longer a good place to work. Everyone is sad and miserable

62

63

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65

Low morale effects mental health also effects physical health. It's

66 the reason we are all sick and don't want to come to work

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CAC REPORT

March 12, 2024

The committee welcomed interim Liaison Alan Brooks, and all members appreciate his current service to us.

The CAC voted to recommend member withdrawal of Anthony Whitesides, as he has missed over a year of meetings, and our contact information for him has proven invalid.

Members are being asked to help out at the upcoming public meetings, March 23 through April 10, by staffing a table and sign-in sheet, plus pointing visitors to the transit information table. A flyer for the meeting dates and times have been sent via e-mail, and are being sent to those members whose preferred media is print.

The committee is planning on an excursion to take place, hopefully May 8, via the route 615 to the La Conner art museum, with the two-fold purpose of learning about museum programs and experiencing the new changes in the route. AS the former April date proposed was not possible with the museum, the committee agreed on the May date as a second choice, and Cheryl will contact museum personnel to confirm.

After the staff report was given, the newly-renamed Connector Committee gave they're report.

A common theme throughout both the Connector Committee and Round Table sessions is the request for follow-up marketing — on one hand, letting businesses know they can request rider information, and the other, regularly letting communities know where the ridership information is. It is felt this publicity should be ongoing and consistent, as, after the initial marketing introduction information is quickly forgotten.

Next meeting, April 9.

Join us in person and via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82998778630>

Meeting ID: 829 9877 8630

Dial by your location

+1 253 215 8782 US (Tacoma)

Respectfully Submitted,

Judy Jones

CAC Chair



FEBRUARY Performance Report

Fixed Route Ridership Comparison

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	38,347	-----	2024	74,108	-----
2023	31,878	+16.87%	2023	64,160	15.51%
2019	52,809	-39.64%	2019	113,239	-43.34%

Average Weekday Ridership: 2023- 1,340 2024- 1,577



Fixed Route Weekday Highlights

Ridership Top 5 Routes Overall

5 Routes w/largest % change vs Feb 2023

208 MV-Burlington	6153
205 Mount Vernon	3845
90X Everett Connector	3662
207 Mount Vernon	3614
410 Anacortes	2219

409 Anacortes	118.38%
513 Western Skagit	95.75%
615 MV-LaConner	89.63%
300 Sedro-Woolley	55.70%
207 Mount Vernon	52.49%

Selected Statistics for February

Youth Ridership- 4,520

WWU Ridership- 719

SVC Ridership- 1,927

Ride Pass Grant Program- 1,285

Umo DATA:

# of Umo Boardings on Fixed Route	22,458
% of Umo Boardings on Fixed Route	58.57%
# of Umo Boardings on Paratransit	3,126
Total Paratransit Boardings on FR	3,810
% of Umo Boardings on Paratransit	82.05%
# of Total Umo Boardings	25,584
% of Umo Boardings on ALL modes	60.69%





On Time Performance



97.24%

Paratransit Ridership Comparison

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	5,094	-----	2024	10,695	-----
2023	5,023	1.41%	2023	10,409	2.75%
2019	5,085	-1.22%	2019	11,148	-6.63%

Zero Denials

995 Cancellations

64 Will Calls/Same Day Rides

65 new applicants

30 renewal applications

Paratransit trips on Fixed Route: 982 trips - saving the agency \$71,686



Monthly Maintenance Facts and Figures

Fixed Route Total Miles Operated- 150,216 miles

Paratransit Total Miles Operated- 45,509 miles

Diesel Fuel Consumed	23,433.5 Gallons
Propane Fuel Consumed	8,819.18 Gallon Equivalents

300 Sedro Woolley	35	37	72
301 Sedro Woolley-Burlington	49	57	106
305 Sedro Woolley-Mount Vernon	21	41	62
Sunday Total	1,004	892	1,896