

## **Community Advisory Committee (CAC)**

### **July 2026 – Meeting Minutes**

**Date:** July 14, 2026

**Time:** 4:00 PM – 5:30 PM

**Location:** Skagit Station Community Room (in-person)/Microsoft Teams (online)

**Recorded by:** Skagit Transit

#### **1 .Call to Order (00:00:00 – 00:08:15)**

Committee Members: BJ Carol, Ray Bock, Dave, Dick, Robin, Irene, Valerie, Louise, Monette, Doris, Joe, Kirk, Chris, Judy

Skagit Transit Employees: Maleah Kuzminsky, Derek Messling, Rogelio Conejo

#### **2. Working meeting for the discussion of Week Without Driving (00:08:16 – 00:39:28)**

CAC Board hosted a working meeting to discuss the Week Without Driving.

#### **3. Agenda Adjustment (00:39:32 – 00:39:52)**

Community Advisory Committee (CAC) Chair, Judy Jones, proposed adjusting the meeting agenda to prioritize CAC candidate discussion and voting ahead of routine items, such as minutes approval.

Rationale:

- Timing sensitivity related to upcoming Skagit Transit Board meeting deadlines.
- Need to clarify CAC's prior actions and formalize recommendations.

No objections were raised and the adjusted agenda was accepted.

#### **4. Community Advisory Committee Candidate Selection & Board Approval Process (00:39:52 – 00:42:53)**

##### **Background**

- CAC previously reviewed a pool of three candidates for two open positions.
- An informal or preliminary vote/selection occurred at a prior meeting.
- However due to scheduling and administrative timing, the recommendations were not included in the Skagit Transit's Board meeting agenda packet.

##### **Key Issues Identified**

Judy Jones explained a process gap:

- CAC meeting sometime occur too close to Skagit Transit's board meeting dates
- This limits staff's ability to:
  - Prepare formal documentation
  - Include CAC recommendations in Skagit Transit's Board agenda materials
- As a result event completed CAC actions may experience delayed board approval.

### **Clarification Discussion**

Members engaged in discussion in clarify:

- Whether the prior vote was:
  - Formal and binding
  - Or informal and requiring reconfirmation

CAC had already identified and selected two candidates.

The intent of the current discussion was to confirm that decision and ensure proper documentation and forward movement.

### **Decision:**

Rather than conducting a redundant vote, the committee agreed to affirm the prior selection and allow the original vote to stand as the official CAC recommendation.

### **Confirmed Candidates:**

- Joe Macdonald
- Kirk Kennedy

Both candidates were acknowledged as present during the meeting.

### **Next Steps/Outcome:**

Candidate are approved by the CAC.

CAC Chair will submit the formal CAC recommendation to the Skagit Transit Board and coordinate with staff to ensure inclusion in the August 19 board meeting agenda packet.

Final appointment is pending Board approval on August 19.

## **5. Guest Introductions (00:43:12 – 00:44:13)**

Skagit Transit Board Members

- Hannah Oliver – Mount Vernon Councilmember/Skagit Transit Board Member
- Carolyn Moulton – Anacortes Councilmember/Skagit Transit Board Member

## **6. Approval of Meeting Minutes – June (00:44:26 – 00:44:58)**

June CAC meeting minutes were prepared by Rogelio C.

No changes were proposed.

Motion to approve the June meeting minute made by Dave. Second motion by

All present members voted in favor of the meeting minutes.

Minutes approved unanimously.

## **7. Public Comment (00:45:14 – 00:45:53)**

Public comment was initially skipped in the agenda flow. The CAC Chair acknowledged the oversight and correct it during the meeting.

No public comment was received.

## **8. CAC Business (00:45:53 – 01:04:12)**

### **Member Liaison Exchange Program (6-month pilot)**

- CAC member swapping seat with the a member of the Skagit Transit Board member, Skagit Transit Board member will swape seat with CAC member.
  - Give an informal report/update on what happened at their last meeting and answer any questions
  - The swape would not allow CAC members to be a voting member of the Skagit Transit Board.
  - Allow the CAC board members to collaborate ‘differently’ with the Skagit Transit Board.
- Will need to change the bylaws in order for this to happen
  - Looking at ways to make this happen but not change the bylaws, according to the CAC Chair.
- Many CAC have concerns about the exchange program.
- Motion to move with this was set by Chris Jones. Valerie seconded.

## **9. Skagit Transit Staff Update (01:04:48 – 01:33:24)**

### **Transit Development Plan (TDP) Update**

- Public comment for TDP closed on July 8<sup>th</sup>.
- Last change to provide comment would be at the Skagit Transit Board Meeting on July 15.
- More formal update in August

### **Ridership Report**

- This report is for May 2026
  - 45,983 riders
  - 5.29% increase compared to May 2025
  - Down 0.17% from April 2026
  - Paratransit – 7,166 riders (7.04% increase from May 2025 – 10% from April 2026)
- June 2026 youth ridership – 14% of total ridership (18% on Fixed-Route)

### **Micro – Transit**

- Looking 3 communities to pilot microtransit
  - Sedro-Woolley
  - Anacortes
  - Concrete

### **Updating shelters**

- Process of ordering new shelters

### **Week Without Driving Activity List**

- List was updated with correct routes only
- List is going to be updated, plus an activity is going to be added to the list since 1 activity was not feasible.

### **Advertising for the public comment for the Transit Development Plan**

- Question was asked by Joe Macdonald about the advertising for the TDP and where they get advertised. The TDP was advertised on:
  - In-vehicle displays
  - Skagit Transit social media pages
  - Published in the Skagit Valley Herald (newspaper)

Skagit Transit events update.

Information about route changes in the future.

- Explain the process of making changes to the routes (including removal of stops).

No update on the bylaws

**Adjournment – 5:30 PM**

**Next CAC Meeting – August 11, 2026**

**Time: 4:30 PM – 5:30 PM**

**Location: Skagit Station Community Room (in-person/) / Microsoft Teams  
(online)**