

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

Wednesday, November 20, 2019

The Skagit Transit Board of Directors met in regular session in Burlington, WA. Mayor Boudreau called the meeting to order at 1:02 p.m. followed by the Pledge of Allegiance, Roll Call, and Introductions.

Members Present:

Jill Boudreau, City of Mount Vernon, Mayor
Erin Moberg, City of Mount Vernon, Councilmember
Rick DeGloria, City of Burlington, Councilmember
Carolyn Moulton, City of Anacortes, Councilmember
Dave Thomas, Skagit County Assessor
Soren Jensen, Labor Representative (non-voting member)

Staff Present

Dale O'Brien, Executive Director
Arden Flores, Manager of Finance & Admin
Mark Kennedy, Operations Manager
Brad Windler, Planning and Outreach Supervisor
Tiffany Guwin, Administrative Supervisor
Whitney Davis, Clerk to the Board

Members Absent:

Laurie Gere, City of Anacortes, Mayor (Chair)
Kenneth Dahlstedt, Skagit County Commissioner (V. Chair)
Lisa Janicki, Skagit County Commissioner
Ron Wesen, Skagit County Commissioner
Julia Johnson, City of Sedro Woolley, Mayor
Steve Sexton, City of Burlington, Mayor

Members of Public:

None

Providing Legal Counsel:

None

I Public Comment:

None.

II Consent / Action Items:

- a) Approval of October Meeting Minutes
- b) Approval of Claims and Payroll

October Payroll Direct Deposit and Checks #16320 – 16360	\$859,011
October Direct Federal withholding transfer	\$161,158
October Claims Checks and ACH #38018 - #38252	\$755,958

Ms. Moberg moved to approve all Consent / Action items. Ms. Moulton seconded the motion. The motion passed unanimously.

III Full Discussion/Action Items:

- a) Monthly Budget Update for October 2019

Mr. Flores read the Budget Update as presented in the agenda packet. Items of note include Skagit Transit received \$1,169,573 in sales tax revenue for the month of October and the total reserve account balance is \$6,261,195.

Ms. Moberg moved to approve the October Monthly Budget Update. Mr. Thomas seconded the motion. The motion passed unanimously.

b) Reduction of Service for Routes 185/195

Mr. Windler read the report as presented in the agenda packet. Mr. Windler noted this information was brought to the Board at the October meeting when a 30 day public comment period was opened. Mr. Windler stated one public comment in favor of the service reduction was received and distributed to the Board members for review.

Ms. Moberg moved to approve the Reduction of Service for Routes 185/195. Ms. Moulton seconded the motion. The motion passed unanimously.

c) Approval of New CAC Members

Mr. Windler read the report as presented in the agenda packet. Mr. Windler stated Ms. Gosney is disabled and has recently retired and noted the Committee members felt the candidate would provide good perspective as she has been a regular rider on the Fixed Route service for many years.

Ms. Moberg moved to approve the New Community Advisory Committee Members. Ms. Moulton seconded the motion. The motion passed unanimously.

IV Community Advisory Committee Report

Mr. Windler stated the Community Advisory Committee met and discussed their recent trip to Everett where they toured Everett Station, Everett Transit's new electric buses and bus bulb stops. Mr. Windler stated he will have pictures to share with the Board in the near future.

V Executive Directors Report

Mr. O'Brien stated staff was able to solidify the dates of the bid for phase I of the new MOA. Bid documents will be turned in on December 13th, staff will go out for bid in February with construction starting in April.

VI Information Items:

Mr. Flores presented the Fiscal Year 2020 Draft Budget for review and noted the draft budget will be brought to the December meeting for further discussion and approval.

VII Unfinished Business:

None.

VIII New Business:

None.

Mayor Boudreau stated she will sign all documents that have been approved at this Board meeting.

Mayor Boudreau adjourned the meeting at 1:12 p.m.

Mayor Laurie Gere, Chair
Skagit Transit Board of Directors

Attest:

Whitney Davis,
Clerk of Skagit Transit Board