

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

Wednesday, May 15th, 2024

[Skagit Transit Board of Directors Meeting 5-15-2024 - 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 11:00 a.m. followed by the Pledge of Allegiance, roll call, and introductions.

Members Present

Ron Wesen, Skagit County Commissioner
Peter Donovan, City of Mount Vernon, Mayor
Matt Miller, City of Anacortes, Mayor (Chair)
Bill Aslett, City of Burlington, Mayor
Julia Johnson, City of Sedro Woolley, Mayor
James Stavig, City of Burlington, Councilmember
Colleen Kennedy, Labor Representative (non-voting member)

Members Present via Teleconference

Peter Browning, Skagit County Commissioner (Vice-Chair) *Represented by Sandy Perkins, Skagit County Auditor*
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Absent:

Lisa Janicki, Skagit County Commissioner
Andrew Vander Stope, City of Mount Vernon, Councilmember

Providing Legal Counsel:

None

1 Public Comment:

No Public Comment was made.

2 Consent / Action Items:

- a) Approval of April Meeting Minutes
- b) Approval of Claims and Payroll
- c) Approve March Budget Update
- d) Approve Fare Free Service to the Concrete Back to School Fair
- e) Approve WA State Commerce Clean Energy Grant Programs Application
- f) Approve Economic Development of Public Facilities Grant Application

Ms. Johnson moved to approve all Consent / Action items except for item d at the request of Mr. Stavig. Mr. Donovan seconded the motion. The motion passed unanimously.

3 Full Discussion/Action Items:

- a) Approve Fare Free Service to the Concrete Back to School Fair
Mr. Stavig asked clarifying questions about this event and how the Fare Free Service works.

Mr. Aslett moved to approve fare free service for the Concrete Back to School Event. Mr. Wesen seconded the motion. The motion passed unanimously.

- b) Approve Resolution 2024-05: Surplus of Equipment
Ms. Stidham read the report as presented in the packet. She amended the budget impact to include a \$2,500-\$10,000 positive cash for each vehicle sold.
Mr. Aslett moved to approve Resolution 2024-05. Ms. Johnson seconded the motion. The motion passed unanimously.

Staff Present

Laura Klein, Clerk of the Board
Nicolas Bergman, Information Technologies
Chris Arkle, Finance/Accounting Manager
Jennifer Davidson, Director of HR
Crystle Stidham, Chief Executive Officer
Greg Latham, Director of Maintenance and Operations

Staff Present via Teleconference:

Aggie Juarez, Director of Facilities; Joe Macdonald; Director of Safety and Training; Abby Bissell, HR Generalist; Justin Self, IT; Mika Bergman, Maintenance; Rebekah Tuno, Grants Manager; Ryan Long, Maintenance; Jim Young, Operations Supervisor; Eric Gambill, Operations Supervisor; Les O'Neill, Operations Supervisor

Members of Public Present

None

Members of the Public Present via Teleconference:

"Sonsh", "Alysa", "MS", "00000", Madaline Handzlik

- c) Approve HB Hansen Change Order #9
Ms. Stidham read the report as presented in the packet.

Ms. Johnson moved to approve HB Hansen Change Order #9. Mr. Wesen seconded the motion. The motion passed unanimously.

- d) Approve Astound Contract Continuation
Ms. Stidham read the report as presented in the packet.

Mr. Wesen moved to approve the Astound Contract Continuation. Mr. Aslett seconded the motion. The motion passed unanimously.


- e) Approve Dispatch Agreement 2024-2025
Ms. Stidham read the report as presented in the packet.

Mr. Aslett moved to approve the Dispatch Agreement. Mr. Stavig seconded the motion. The motion passed unanimously.

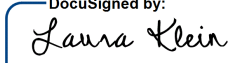
4 Information Items

- a) Personnel Policy Manual
Ms. Stidham provided an update on the Personnel Policy Manual. Staff is continuing to work on this and will be sending it for a final review on Friday.
- b) CEO Update
Ms. Stidham presented a verbal report including the following topics:
MOA2
Recruitments
Conferences
Triennial
Governance Committee Update
Meeting with 911, DEM, and Sheriff's Department
Meeting with Community Transit
Long Range Transit Plan and other community events
Strategic Plan
A full report of the CEO update can be found at time marker [27:08](#) on the meeting recording.
- c) CAC Update (not on agenda)
Ms. Jones provided a short update on the CAC meeting that occurred the night before. A full report will be included in the June Board Packet.

Mayor Miller adjourned the meeting at 11:50 a.m.

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Matt Miller, Chair Skagit Transit Board of Directors

Attest:

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Laura Klein, Clerk of Skagit Transit Board