

**SKAGIT TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
MEETING MINUTES**

Tuesday, March 13, 2018  
Skagit Station Conference Room  
Mount Vernon, WA

**Committee Members**

Doris Brevoort  
Craig Edens  
Louise Edens  
Chris Jones  
Lynne Jordan  
Joy Kane  
Joe Kunzler  
Dick Phillips  
Valerie Rose, Vice-Chair  
Dave Stevens

**Skagit Transit**

Coni Carrothers  
Brad Windler

**I. Call to Order**

The meeting was called to order at 5:06 p.m. by the Vice-Chair Valerie Rose.

**II. Introductions**

Brief introductions were made by committee members.

**II. Public Comments**

There were no public comments.

**IV. Approval of Minutes**

A motion was made by Lynne Jordan and seconded by Joe Kunzler to approve the minutes of the February 13, 2018 meeting as written. The motion carried.

**V. Resignation of Chair**

Brad Windler reported that Whitney Fernandes has resigned from her position as Chair. Joe Kunzler suggested that the CAC invite another staff member to join the committee. Brad said he would see if someone would like to come.

## **VI. Nominations and Election of Chair**

Valerie Rose nominated Joy Kane to be Chairperson of the CAC. Joy accepted the nomination. There were no other nominations. Joy stepped out of the room for discussion and a vote. Joy was elected Chair by the majority of hands raised. Joy was recognized and thanked for assuming the role.

## **VII. Dump the Pump Day**

Discussion from the February meeting continued on whether or not to participate in National Dump the Pump Day on June 21, 2018. The committee decided that in light of other events participating in that it would be better scheduled at a later date. The Committee decided to call the event, "Try Transit Day." Dave Stevens moved to hold the event in November, to coincide with Skagit Transit's 25<sup>th</sup> Anniversary. Doris Breevort seconded the motion. There was no discussion. The motion carried. Joe shared some examples of lights that other transit agencies have given away, suggesting that would be a good promotional item for this event.

## **VI. Visibility of Public Information**

Valerie Rose shared a concern that the font size on both signage and the TV monitor at Skagit Station are too small. Coni Carrothers suggested that perhaps some usage guidelines would be helpful, such as size 28 font and limit 40 words. Brad shared that he will see about getting the TV monitor lowered, as it is currently placed quite high on the wall. He also shared that in the future, busses will have information displays in them, thus doing away with the need for signs.

## **VII. Staff Report**

Brad Windler shared the timeline for the Strategic Plan: February-April there will be internal meetings and preparation. The CAC will be able to review and give feedback on survey samples. May-June will be public outreach. The Mobility Outreach Team will distribute surveys. There will also be an electronic one available. Brad reports that a design consultant for the new MOA has been selected; the contract should be finalized by the end of the month.

## **VIII. Round Table**

Joe Kunzler shared a flyer from Everett Transit about upcoming public meetings. Doris Brevoort suggested more service in the vicinity of Skagit Airport, in particular a stop on Higgins Road. She also voiced a concern about cars parked in bus zones. Coni Carrothers shared that it is problematic for people with special needs that are not seen by the bus drivers because of the parked cars. Doris Brevoort asked about the new YMCA under construction and if transit was included in the design. Brad Windler replied that he has been in touch with them. Para Transit was included in the initial design phase, but Fixed Route was not. They are currently in dialogue about that. Chris Jones mentioned that Disability Awareness should be part of the driver's training, if it is not all ready. Lynne Jordan thanked Joy Kane for stepping forward as Chair. Joy stated that she is happy to fill this role again but hopes others will consider leadership in the future.

## **VII. Adjournment**

A motion was made by Dick Phillips to adjourn the meeting; Dave Stevens seconded. The motion carried. The meeting was adjourned by Valerie Rose, Vice-Chair, at 6:02 p.m.

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Coni Carrothers, Mobility Outreach Specialist

Attest:

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Brad Windler, Service Development Planner