

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

Skagit Transit Board of Directors Agenda

Regular Meeting
July 17th, 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. 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 June Meeting Minutes	Page 3-5
b) Approval of Claims and Payroll	
May Payroll Direct Deposit and Checks #17175-17180	\$1,092,191
May Direct Federal withholding transfer	\$264,418
May Claims Checks and ACH #1964-2162	\$2,072,901
c) Approve May Budget Update	Page 6
d) Approve EEOC Policy	Page 7
e) Approve Title VI Policy	Page 8
f) Approve Disadvantaged Business Enterprise Policy	Page 9
g) Approve Updated Public Records Act Policy	Page 10

6. FULL DISCUSSION / ACTION ITEMS

a) Approve HB Hansen Change Order No. 10/11	Page 11
b) Approve Contract #19-005 Mortenson's Signs Extension	Page 12-13
c) Approve Resolution 2024-06: Appointment of Clerk of the Board	Page 14
d) Approve Contract #19-003-F Extension for Les Schwab	Page 15

7. INFORMATION ITEMS

a) CEO Update	
b) June Ridership Report	Page 16-21
c) CAC July Report	Page 22

8. 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**

Thursday, June 20th, 2024

[Skagit Transit Board of Directors Meeting 6-20-2024 - YouTube](#)

The Skagit Transit Board of Directors met in a regular Meeting in Burlington, WA and via teleconference. Board Vice-Chair Commissioner Browning called the meeting to order at 11:59 a.m. followed by the Pledge of Allegiance, roll call, and introductions.

Members Present

Peter Browning, Skagit County Commissioner (Vice-Chair)
Ron Wesen, Skagit County Commissioner
Bill Aslett, 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

Lisa Janicki, Skagit County Commissioner *left at 12:58 PM*
Peter Donovan, City of Mount Vernon, Mayor
Julia Johnson, City of Sedro Woolley, Mayor
Matt Miller, City of Anacortes, Mayor (Chair) *Arrived at 12:19 PM*
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Absent:

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 May Meeting Minutes
- b) Approval of Claims and Payroll
- c) Approve April Budget Update
- d) Approve Policy 005.25 – Paying Non-PO Invoices
- e) Approve Policy 005.30 – Paying PO Invoices
- f) Approve Policy 085.20 – Fixed Asset Capitalization

Mr. Wesen moved to approve all Consent / Action items except for items d and e at the request of Mr. Stavig. Mr. Stavig seconded the motion. The motion passed unanimously.

3 Full Discussion/Action Items:

- a) Approve Policy 005.25 – Paying Non-PO Invoices (moved from consent agenda)
Mr. Stavig asked clarifying questions about this policy.

Mr. Stavig moved to approve policy 005.25. Mr. Aslett seconded the motion. The motion passed unanimously.

- b) Approve Policy 005.30 – Paying PO Invoices (moved from consent agenda)
Mr. Stavig asked clarifying questions about this policy.

Mr. Stavig moved to approve policy 005.30. Mr. Aslett seconded the motion. The motion passed unanimously.

- c) Approve Personnel Policies Manual
Ms. Stidham read the report as presented in the packet.

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
Eric Esparza, Capital Projects Manager
Andy Litke, Security Supervisor
Stevie Mathews, Planning and Outreach Supervisor

Staff Present via Teleconference:

Greg Latham, Director of Maintenance and Operations; Joe Macdonald, Director of Safety and Training; Abby Bissell, HR Generalist; Les O’Neill, Operations Supervisor; Wanda Blunt, Payroll Coordinator; Chris Chidley, Director of IT; Belle Tromp, Operations Manager

Members of Public Present

Rosie, Staff Representative for Council 2

Members of the Public Present via Teleconference:

Madaline Handzlik, “Independent Journalist”, “Skagit”,
Brad Tinges, Eddie Allan

Mr. Stavig moved to approve the Personnel Policies Manual contingent on the removal of language regarding searches of vehicles in section 402.3.3. Ms. Janicki seconded the motion. The motion passed unanimously.

d) Approve 2024 Bylaws

Ms. Stidham read the report as presented in the packet. Discussion with the Board resulted in changes being made to the composition of the Board. 2025 will feature representatives from the Sedro-Woolley and Anacortes city councils, 2026 and all even years afterward will feature representatives from Mount Vernon and Sedro Woolley city councils, and 2027 and all odd years afterward will feature representatives from Burlington and Anacortes city councils.

Mr. Stavig moved to approve the 2024 Bylaws as discussed in the meeting. Mr. Aslett seconded the motion. The motion passed unanimously.

e) Approve Contract 23-015: Allied Universal Security Services Extension

Ms. Stidham read the report as presented in the packet.

Mr. Aslett moved to approve Contract 23-015 extension. Mr. Wesen seconded the motion. The motion passed unanimously.

f) Approve Contract 18-009: Don's Group Attire Extension

Ms. Stidham read the report as presented in the packet.

Mr. Wesen moved to approve Contract 18-009 extension. Ms. Janicki seconded the motion. The motion passed unanimously.

g) Approve Contract 18-001-P: Guardian Alarm Systems Extension

Ms. Stidham read the report as presented in the packet.

Mr. Aslett moved to approve Contract 18-001-P extension. Ms. Johnson seconded the motion. The motion passed unanimously.

h) Approve Change to Grant Approval Process

Ms. Stidham read the report as presented in the packet.

Mr. Stavig moved to approve the change to the grant approval process. Ms. Janicki seconded the motion. The motion passed unanimously.

i) Approve New Signers to Bank Account

Ms. Stidham read the report as presented in the packet.

Mr. Aslett moved to approve the new signers on the bank accounts. Mr. Donovan seconded the motion. The motion passed unanimously.

j) Approve New CAC Member

Ms. Stidham read the report as presented in the packet.

Ms. Johnson moved to approve the new CAC member. Ms. Janicki seconded the motion. The motion passed unanimously.

4 Information Items

a) CEO Update

Ms. Stidham presented a verbal report including the following topics:

MOA2

Recruitments

Triennial

Governance Committee

Meeting with Community Transit

Ridership Reports

Finances

Community Events

A full report of the CEO update can be found at time marker [52:01](#) on the meeting recording.

b) April Ridership Report

c) May Ridership Report

April and May's Ridership Report were captured in the CEO Update.

d) CAC May Report

e) CAC June Report

Ms. Jones expressed appreciation to the Board for approving the new member. She invited the Board to read through the reports as presented in the packet.

Commissioner Browning adjourned the meeting at 1:06 p.m.

Attest:

Matt Miller, Chair Skagit Transit Board of Directors

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 May 2024
INFORMATION: The monthly budget reports are presented for your review. Items of interest are:

Revenues:

Sales Tax Received:

May	2024	2023	2022
	1,401,494	1,466,166	1,464,843

Grant Revenue:

Federal Operating	-
Federal Capital	748,448
Local Operating	-
State Operating	-
State Capital	-

Fare Revenue:

	2024	2023	2022	2021
May	85,272	67,548	55,851	46,524
Yrly-Budget	718,000	684,500	592,964	545,000
Mon-Budget	59,833	57,042	49,414	45,417

Expenses

Capital	
Route Improvements	-
Skagit Station	-
Park & Ride	-
Revenue Equipment	-
Service Equipment	-
Vanpool Equipment	521,077
MOA 2	1,081,522
Bldgs. - MOA	-
Garage/Shop Equipment	44,141
Office Furniture/Equip.	-
Intangible Asset - SW	-
Communications & IS	-

Ending Cash:

May 2024	May 2023	May 2022
3,179,002	3,643,837	6,389,995

Reserves:

	May 2024	May 2023	May 2022
Operating	5,461,424	5,183,402	5,024,425
Facilities	10,400,000	10,400,000	8,400,000
Capital			
Replacement	5,271,276	4,473,148	4,019,372
Non-Designated	1,636,145	1,552,943	1,505,724
Total	22,768,845	21,609,493	18,949,521

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



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

INFORMATION:

Part of our recent FTA Triennial audit included updating policies, one of these being our EEOC policy. This policy was last adopted on March 29, 2017, making it due for review to remain compliant with regulations.

The purpose of an EEOC Policy is to ensure equitable actions in Skagit Transit's recruitments hiring, transfers, promotions, training, compensation, demotions, layoffs, terminations, and all other employment actions.

This version of the policy includes updates to the names, job titles, and contact information of policy officers.

RECOMMENDATION:

Staff recommends the Board approve the EEOC Policy.

BUDGET IMPACT:

Estimated Budget Impact: None



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Title VI Policy

INFORMATION:

Part of our recent FTA Triennial audit included updating policies, one of these being our Title VI policy.

This policy outlines:

- What Title VI is for
- The procedure for a Title VI complaint
- The requirements for public notification of Title VI compliance
- Information about Title VI Investigations, complaints, and lawsuits
- The public participation plan
- LEP Language Assistance Implementation Plan
- Analysis of Construction Projects
- Membership of Non-Elected Committees
- Fixed Route Service & Policy Standards

The revisions to the policy being presented today include updates to names, job titles, and contact info for policy officers as well as grammatical and formatting changes.

The Title VI Officer is the Director of HR. The Title VI Officer designates the Title VI Coordinator as appropriate.

RECOMMENDATION:

Staff recommends the Board approve the Title VI Policy.

BUDGET IMPACT:

Estimated Budget Impact: None



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Disadvantaged Business Enterprise Policy

INFORMATION:

A Disadvantaged Business Enterprise (DBE) is a program that Skagit Transit is required to establish per DOT regulations since Skagit Transit has received federal financial assistance from the DOT.

It is the policy of Skagit Transit to ensure that DBEs have equal opportunity to receive and participate in DOT-assisted contracts.

The CEO has been designated as the DBE owner. The Director of Finance will be the DBE Liaison Officer. In the absence of a Director of Finance, the Accounting/Finance Manager will serve this role.

In this variation of the policy, the job titles have been updated to reflect the current titles being used by the agency.

RECOMMENDATION:

Staff recommends the Board approve the DBE Policy.

BUDGET IMPACT:

Estimated Budget Impact: None



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Updated Public Records Act Policy

INFORMATION:

On March 20, 2024 the Board approved the Public Records Act Policy that was created by staff.

Due to heavy workloads caused by large requests as well as some legislative changes, the following updates to the policy have been made:

- Addition of section 3(k) setting limits for how long agency staff may work on public records requests
 - 20 hours/month for PRO, 8 hours/month for all other staff
- Addition of Appendix C – Closing Letter Template includes the following language:
 - *“The Public Records Act allows requestors a one-year statute of limitations to seek judicial review of this request. This deadline is one year following the date on this letter. The agency does not intend to further address this request.*

Requestors have 60 days following the date on this letter in which to ask follow-up questions about this request. Anything beyond this time frame will need to come as a separate public records request. Nothing can be added to the request and no new documents will be located or provided at this time, unless it is found by the Public Records Officer that a document was unknowingly left out of the production of records.

Requestors have the right under RCW 42.56.520(4) to seek internal review of any denials of requests.

Requests for further documents will need to be made via a separate public records request.”

These changes were sent to the Board and union for their 30-day review on June 17th, 2024.

RECOMMENDATION:

Staff recommends the Board approve the updates to the Public Records Policy.

BUDGET IMPACT:

Estimated Budget Impact: None



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve HB Hansen Change Order No. 10 & 11

INFORMATION:

On May 19, 2021, the Board approved Contract #19-014-F for Phase 1 Construction of the MOA2 Facility with HB Hansen Construction in the amount of \$2,885,000. To date, the Board has approved Change Orders (CO) 1 thru 9 totaling \$2,951,790.84.

Staff would like to present for your consideration:
Change Order No. 10 June 20, 2024, totaling \$96,137.38.
Change Order No. 11 dated July 10, 2024, totaling \$113,324.66

Change Order 10 includes: 25 calendars days needed to accommodate a relocation of electrical gear, Skagit Transit Staff approvals, and Weather & Flood Delays. The remaining Change Order Proposals (COP) includes: Removing hose bibs and interior plumbing, site wall footing elevations, demising wall revisions, demo & concrete infill due to missing existing footing, beam 1180 conflict with existing conditions, PAF fasteners not being compatible, splice detail at top track of demising wall, vestibule A03 thickened SOG edge, and sidewalk removal.

Change Order 11 includes: 36 days for canopy gutters and snow guards. The remaining Change Order Proposals (COP) includes: Concrete wall door adjustments, sheet metal closure, footing over excavation, ceiling insulation repairs on the south wall, restroom ceiling removal, canopy gutters & snow guards, plumbing repairs, sheet metal caps at canopies, and general conditions for CO 9 & 10.

Staff together with our Architect have reviewed and authorized Change Orders 10 & 11.

RECOMMENDATION:

Staff recommends the Board approve the above-listed change orders for the MOA2 Construction Contract.

BUDGET IMPACT:

Estimated Budget Impact: The Contract Sum will be increased by this change order \$209,462.04

The Contract Time will be extended to August 22nd, 2024.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Contract 19-005 Mortenson's Signs Extension

INFORMATION:

Mortenson Signs provides Skagit Transit with customized signs and wraps for our buses and bus stops. Our contract with them began August 1st, 2019, and ended July 31st, 2022, with the option of an additional 2 years, which we exercised.

Our last extension was from August 1st, 2023, to July 31st, 2024.

This new extension would be from August 1st, 2024, to January 31st, 2025.

Another extension is sought to allow adequate time to complete the procurement process in line with Skagit Transit's Procurement Policy and applicable State Law. The inability to plan and initiate a competitive procurement process has led to this situation, and the extension aims to prevent potential work stoppages or unauthorized expenses.

If a new contract is awarded prior to January 31st, 2025, then this contract will terminate.

RECOMMENDATION:

Staff recommends the Board approve the extension to contract 19-005 for Mortenson Signs.

BUDGET IMPACT:

Estimated Budget Impact: \$21,556.59 for 6 months (included in 2024 budget). No further budget impact expected.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Resolution 2024-06: Appoint Clerk of the Board

INFORMATION:

The Executive Assistant, Laura Klein, has been serving as Clerk of the Board since May of 2023. Laura has given her resignation notice and will be leaving on July 19th, 2024.

A successful candidate has been found to fill the position and will be assuming the roles and responsibilities of Clerk of the Board effective upon approval of this resolution.

The position of Clerk of the Board of Skagit Transit performs the following duties in accordance with the bylaws and policies of Skagit Transit:

- Record and maintain accurate minutes of all board meetings.
- Maintain a record of all resolutions passed by the Board.
- Ensure proper notification to the public for Board meetings.
- Assist in the preparation and distribution of meeting agendas and materials.
- Ensure the safekeeping of all official documents and records of the Board.
- Carry out any other duties as assigned by the Board.

RECOMMENDATION:

Staff recommends the Board approve Resolution 2024-06 appointing the new Executive Assistant, Mary Borrows, as Clerk of the Board of Skagit Transit.

RESOLUTION NO. 2024-06

A RESOLUTION OF SKAGIT TRANSIT BOARD OF DIRECTORS APPOINTING A CLERK OF THE BOARD FOR THE SKAGIT TRANSIT AUTHORITY

WHEREAS, the September 2023 Board Meeting passed Resolution 2023-06 appointing the Executive Assistant to serve as Clerk of the Board; and

WHEREAS, the current Executive Assistant has resigned effective July 19th, 2024; and

WHEREAS, the position of Executive Assistant has been filled by a new candidate;

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED THAT the Board of Directors of Skagit Transit hereby appoints Mary Borrows, Executive Assistant to the capacity of Clerk of the Board for the authority, to perform all the duties and responsibilities of the position.

PASSED in open public meeting this 17th day of July 2024.

**SKAGIT TRANSIT SYSTEM
SKAGIT COUNTY, WASHINGTON**

By _____
Matthew 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 Contract 19-003-F Les Schwab Extension

INFORMATION:

Skagit Transit uses Les Schwab for emergency roadside assistance and wheel alignment. Our contract with them began September 1st, 2019, and ended August 31st, 2021, with two option years, which we exercised.

Our last extension was from September 1st, 2023, to August 31st, 2024.

This new extension would be from September 1st, 2024, to February 28th, 2025.

Another extension is sought to allow adequate time to complete the procurement process in line with Skagit Transit's Procurement Policy and applicable State Law. The inability to plan and initiate a competitive procurement process has led to this situation, and the extension aims to prevent potential work stoppages or unauthorized expenses.

If a new contract is awarded prior to February 28th, 2025, then this contract will terminate.

RECOMMENDATION:

Staff recommends the Board approve the extension to contract 19-003-F for Les Schwab.

BUDGET IMPACT:

Estimated Budget Impact: \$20,000 for 6 months (included in 2024 budget). No further budget impact expected.



JUNE Performance Report

Ridership Comparison: Fixed Route

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	38,469	-----	2024	236,902	-----
2023	40,677	-5%	2023	218,033	8.65%
2019	60,289	-36.19%	2019	365,346	-35.16%

Average Weekday Ridership:	2023	1,755
	2024	1,576
Average Saturday Ridership:	2023	186
	2024	222
Average Sunday Ridership:	2023	158
	2024	126

Fixed Route Highlights



Top 3 Route Ridership for June 2024

208 MV/Burlington	6734
90X Everett Connector	3541
205 Mount Vernon	3472

Top 3 Month to Month Ridership Increases

101 Burlington	68%
615 Mount Vernon/La Conner/Anacortes	67%
513 Burlington/Anacortes	59%

Top 3 Month to Month Ridership Decreases

202 Mount Vernon	-15%
717 Concrete Flex	-14%
410 Anacortes/San Juan Ferries	-11%

Top 3 Year over Year Ridership Increases

513 Burlington/Anacortes	39%
101 Burlington	37%
615 Mount Vernon/La Conner/Anacortes	32%

Top 3 Year over Year Ridership Decreases

202 Mount Vernon	-32%
717 Concrete Flex	-32%
301 Burlington/Sedro Woolley	-20%



On Time Performance

Paratransit



97%

Ridership Comparison: Paratransit

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	6,386	-----	2024	35,637	-----
2023	5,318	20.08%	2023	33,174	7.42%
2019	6,318	1.06%	2019	36,999	-3.82%

Total miles 37,782.3

Day of Service Cancellations 13.4%

Cancel at the door 57

No Show 42

Late Cancellation 256

Same Day Cancellation 391

Total performed trips 4841

Passenger count 5244

Day of Rides

Will Call/Adjusted/Same Day 111

New applications 88

Renewal Applications 26

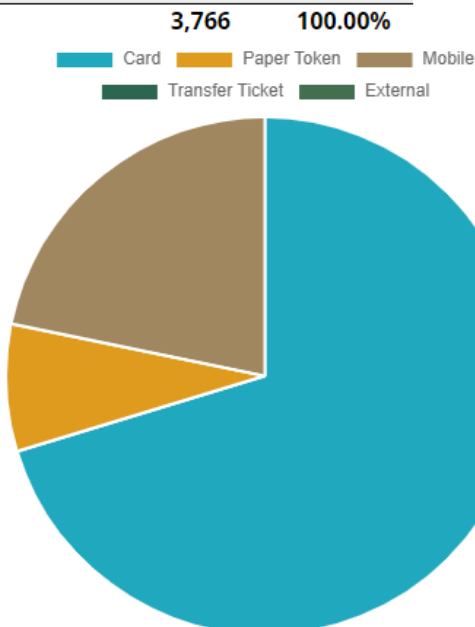
	Vehicle Type			
	Paratransit		Fixed Route	
	Cash	Umo	GFI	Umo
	2,482	2,762	35	1,107
Passenger Total		5,244		1,142
Total Paratransit Ridership				6,386

Fare Report: This table shows combined GFI and Umo fare data for fixed route and paratransit vehicles

	Paratransit	Full Fare	Reduced Fare (Seniors & PwD)			Free Rides	
			Univ Passes	Seniors	PwD	Courtesy & PCA	Youth
Fixed Route	1142	19785	826	56	9849	1685	5128
Paratransit	2762	94	0	0	26	0	24
TOTAL	3904	19879			10757		6837
<i>Percent of Total Ridership</i>	<i>9.4%</i>	<i>48.0%</i>	<i>2.0%</i>	<i>0.1%</i>	<i>23.9%</i>	<i>4.1%</i>	<i>12.5%</i>

Skagit Transit Fare Payments by Media Type

Media Type	Count	Percentage
Card	2,647	70.29%
Paper Token	299	7.94%
Mobile	820	21.77%
Transfer Ticket		
External		





Monthly Maintenance Facts and Figures

Diesel Fuel Consumed	146,751 Gallons
Propane Fuel Consumed	40,409 Gallon Equivalents

WEEKLY REVENUE HOURS			
	WEEKDAY	SATURDAY	SUNDAY
40X	280:53:00	49:11:00	
70X	328:01:00	35:32:00	
80X	155:52:00	35:46:00	44:34:00
90X	600:40:00	49:00:00	49:37:00
101	239:13:00	44:27:00	45:10:00
202	295:41:00	47:54:00	51:26:00
204	293:21:00	48:07:00	46:36:00
205	282:08:00	50:16:00	47:49:00
206	272:49:00	47:30:00	50:05:00
207	482:09:00	48:55:00	51:10:00
208	535:04:00	88:19:00	96:33:00
300	279:13:00	46:21:00	44:00:00
301	294:56:00	49:13:00	48:48:00
305	240:24:00	46:39:00	47:31:00
409	212:17:00	47:57:00	
410	289:08:00	48:03:00	
513	315:25:00		
615	285:51:00	52:24:00	
717	275:25:00	14:04:00	
TOTAL	5958:30:00	849:38:00	623:19:00
TOTAL WEEKLY FIXED ROUTE REVENUE HOURS			7431:27:00
TOTAL WEEKLY PARATRANSIT REVENUE HOURS			2871:06:00

WEEKLY REVENUE MILES

	WEEKDAY	SATURDAY	SUNDAY
40X	6478.9	1148.7	
70X	8857.3	1002.8	
80X	4692.4	1030.9	1327.8
90X	20593.5	1685.2	1684.6
101	2795.3	508.1	512.5
202	3679.9	602.3	648.3
204	4337	682.7	682.2
205	2994.3	508.2	515.2
206	2758.3	510.4	515.5
207	6498.3	682.4	680.9
208	5530.8	917	987.6
300	3820.4	631.3	588.2
301	3705.3	630	592
305	4510.5	881	898.1
409	2834.2	637.9	
410	4248	544.6	
513	7535		
615	6168.7	1127.3	
717	5709.1	307.2	
TOTAL	107747.2	14038.00	9632.90
TOTAL WEEKLY FIXED ROUTE REVENUE MILES			131418.1
TOTAL WEEKLY PARATRANSIT REVENUE MILES			37782.3

CAC REPORT

July 9, 2024

New member Irene Prokuski was officially welcomed to the CAC this month.

Thanks to the effort of member Valerie Rose, working with both Skagit Transit and WTA, the Umo passes for CAC members are now recognized by both transit authorities on the 80x and also on all other connectors.

The long-range transit plan will be presented to the Skagit Transit Board, and will be presented to the CAC once approval is granted.

Judy has been assisting with web site accessibility, and IT staff is continuing to investigate necessary steps toward further web accessibility compliance and improvements.

CAC members are suggesting implementing a park and ride guide as part of the overview map, showing names and locations, and possibly adding some close-by points of interest.

The staff report was given, which included. events attended. by transit staff.

Members expressed the need to understand the access route that will be used by the light rail this coming fall. Judy is also getting the same feedback and questions from community ridership.

Next meeting, August 13.

Respectfully Submitted,

Judy Jones

CAC Chair