

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

Skagit Transit Board of Directors Agenda

Regular Meeting
June 20th, 2024
12:00 p.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 May Meeting Minutes Page 3-4
- b) Approval of Claims and Payroll
 - April Payroll Direct Deposit and Checks #17161-17167 \$1,453,529
 - April Direct Federal withholding transfer \$260,238
 - April Claims Checks and ACH #1821-1963 \$756,949
- c) Approve April Budget Update Page 5
- d) Approve Policy 005.25 – Paying Non-PO Invoices Page 6
- e) Approve Policy 005.30 – Paying PO Invoices Page 7
- f) Approve Policy 085.20 – Fixed Asset Capitalization Page 8

6. FULL DISCUSSION / ACTION ITEMS

- a) Approve Personnel Policies Manual Page 9
- b) Approve 2024 Bylaws Page 10
- c) Approve Contract 23-015: Allied Universal Security Services Extension Page 11
- d) Approve Contract 18-009: Don’s Group Attire Extension Page 12
- e) Approve Contract 18-001-P: Guardian Alarm Systems Extension Page 13
- f) Approve Change to Grant Approval Process Page 14
- g) Approve New Signers to Bank Account Page 15
- h) Approve New CAC Member Page 16

7. INFORMATION ITEMS

- a) CEO Update
- b) April Ridership Report Page 17-18
- c) May Ridership Report Page 19-20
- d) CAC May Report Page 21
- e) CAC June 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**

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.

- 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.

Matt Miller, Chair Skagit Transit Board of Directors

Attest:

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

Revenues:

Sales Tax Received:

April	2024	2023	2022
	1,265,506	1,195,022	1,155,719

Grant Revenue:

Federal Operating	-
Federal Capital	180,697
Local Operating	-
State Operating	-
State Capital	-

Fare Revenue:

	2024	2023	2022	2021
April	63,466	59,088	61,961	47,726
Yrly-Budget	706,000	684,500	592,964	545,000
Mon-Budget	58,833	57,042	49,414	45,417

Expenses

Capital	
Route Improvements	-
Skagit Station	-
Park & Ride	-
Revenue Equipment	-
Service Equipment	18,980
Vanpool Equipment	-
MOA 2	-
Bldgs. - MOA	324,048
Garage/Shop Equipment	-
Office Furniture/Equip.	-
Intangible Asset - SW	-
Communications & IS	1,993

Ending Cash:

April 2024	April 2023	April 2022
4,383,218	3,061,824	5,260,634

Reserves:

	April 2024	April 2023	April 2022
Operating	5,439,703	5,162,261	5,022,804
Facilities	10,400,000	10,400,000	8,400,000
Capital			
Replacement	5,208,947	4,412,395	4,015,912
Non-Designated	1,629,638	1,546,645	1,505,248
Total	22,678,288	21,521,301	18,943,964

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



TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Policy 005.25 – Paying Non-PO Invoices
INFORMATION:	
<p>One of the policies reviewed by the Governance Committee is the Paying Non-PO Invoices policy. Some major changes made to this policy include:</p> <ul style="list-style-type: none">• Allowing for a designated employee other than the Receiving clerk to submit shopping slips and requisitions to AP.• Adding language making the Department Manager responsible for the procurement and authorization of the invoice.• Procedures for FleetNet have been removed as they are no longer part of current practices.	
RECOMMENDATION:	
Staff recommends the Board approve the revised policy 005.25 – Paying Non-PO Invoices.	
BUDGET IMPACT:	
Estimated Budget Impact: None	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Policy 005.30 – Paying PO Invoices
INFORMATION:	
<p>One of the policies reviewed by the Governance Committee is the Paying PO Invoices policy. Some major changes made to this policy include:</p> <ul style="list-style-type: none"> • Allowing for a designated employee other than the Receiving clerk to submit shopping slips and requisitions to AP. • Adding language allowing the AP Clerk to modify POs to match the invoice if needed. • Procedures for FleetNet have been removed as they are no longer part of current practices. 	
RECOMMENDATION:	
Staff recommends the Board approve the revised policy 005.30 – Paying PO Invoices.	
BUDGET IMPACT:	
Estimated Budget Impact: None	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Policy 085.20 – Fixed Asset Capitalization
INFORMATION:	
<p>One of the policies reviewed by the Governance Committee is the Fixed Asset Capitalization policy. Some major changes made to this policy include:</p> <ul style="list-style-type: none"> • Updating the values for IT and Non-IT Non-Capitalized Items (\$1,000-\$4,999) • Listing items that are to be tracked with asset tags regardless of purchase price • Moving the responsibility from each dept to the Finance department for tracking assets • Identifying the responsible parties at various points in the procurement process for items to be tracked with asset tags • Adding language requiring an incident report to be completed for any destroyed or damaged equipment • Clarifying that the asset begins to depreciate when it is placed into service. • Updates to the asset depreciation list to include Land Improvements and changing non-bus vehicles from 3-5 years to 4-7 years of depreciation. • Adding a sample asset disposition form, a confirmation of disposition form, and an asset transfer form to the policy 	
RECOMMENDATION:	
Staff recommends the Board approve the revised policy 085.20 – Fixed Asset Capitalization.	
BUDGET IMPACT:	
Estimated Budget Impact: None	



TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Personnel Policies Manual
INFORMATION:	
<p>Skagit Transit’s HR and Executive teams have been working for over a year to revise the Personnel Policies Manual to ensure compliance with current agency practices as well as any new state and federal laws that have come into place since the last major revision in 2012.</p> <p>The Lexipol system has assisted us in organizing the policies in an easily digestible format and helped us further define the purpose and scope of each policy. Employees will now have online access to the manual as well as customizable policies and training bulletins. This will allow for and assist with ensuring policies are federally compliant and this will provide transparency for all employees through the online portal access. Our attorney will support us with state law changes.</p> <p>Management has met with, and reviewed concerns brought up by the union. We will review the PPM in approximately 6 months to revisit any changes or concerns. Staff is also working toward a procedure to notify the union about state and federal policy updates that do not require union input to be implemented.</p>	
RECOMMENDATION:	
Staff recommends the Board approve the revised Personnel Policies Manual.	
BUDGET IMPACT:	
Estimated Budget Impact: None	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve 2024 Bylaws
INFORMATION:	
<p>The Governance Committee has been working through the policies of Skagit Transit. One of the early goals of the Committee was to revise the Skagit Transit Bylaws, which had not been updated since 2011. Today, we are presenting the results of the Committee’s work and are asking for approval of the new Bylaws. These Bylaws were sent to the Board and the Union on May 19th for their 30-day review. Below is a summary of major changes made to this document:</p> <ul style="list-style-type: none"> • The non-voting union member of the Board will now be approved by the Board • The membership of the Board will consist in part of one city council member from each Burlington and Anacortes on odd years and one city council member from each Mount Vernon and Sedro-Woolley on even years 	
RECOMMENDATION:	
Staff recommends the Board approve the revised Bylaws.	
BUDGET IMPACT:	
Estimated Budget Impact: None	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Contract 23-015: Allied Universal Security Services Extension
INFORMATION:	
<p>In May 2023, the Board approved contract 23-015 in a special meeting, allowing Allied Universal Security to perform services for us through May 31st, 2024.</p> <p>Staff is asking the Board to approve a contract extension through December 31st, 2024 to allow adequate time to complete the procurement process in line with Skagit Transit’s Procurement Policy and applicable State Law.</p> <p>The delay was due to the prolonged absence of a key staff member before interim support could be arranged, preventing the initiation of a competitive process and posing potential risks of work stoppage or unauthorized expenses.</p>	
RECOMMENDATION:	
Staff recommends the Board approve the extension to contract 23-015 for Allied Universal Security Services	
BUDGET IMPACT:	
Estimated Budget Impact: Estimated at \$181,203, which was accounted for in the 2024 budget. No additional budget impact expected.	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Contract 18-009: Don's Group Attire Extension
INFORMATION:	
<p>Don's Group Attire provides Skagit Transit-branded uniforms for our employees. Our contract with them began February 1st, 2019, and ended January 31st, 2022, with the option of an additional 2 years. Our records indicate that this contract did not go to the Board in 2018 as originally thought.</p> <p>The current extension is from May 5th, 2024, to September 30th, 2024.</p> <p>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.</p>	
RECOMMENDATION:	
<p>Staff recommends the Board approve the initial contract including this extension to contract 18-009 for Don's Group Attire.</p>	
BUDGET IMPACT:	
<p>Estimated Budget Impact: \$16,085 for 6 months (included in 2024 budget). No further budget impact expected.</p>	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Contract 18-001-P: Guardian Alarm Systems Extension
INFORMATION:	
<p>Contract 18-001-P has been in effect since May 1st, 2018, and ended May 31st, 2024. Guardian Alarm Systems, Inc has been providing Fire Protection System Services to our MOA and Skagit Station.</p> <p>Staff is asking the Board to approve a contract extension spanning from June 1st, 2024, to December 31st, 2024 to allow time to follow the competitive procurement process as stipulated in the Skagit Transit procurement policy. The process usually followed to initiate a competitive bid was not able to be done due to the extended absence of the Procurement Coordinator. This extension would prevent potential risks of work stoppage or unauthorized expenses.</p>	
RECOMMENDATION:	
Staff recommends the Board approve the extension to contract 18-001-P for Guardian Alarm Systems.	
BUDGET IMPACT:	
Estimated Budget Impact: Not to Exceed \$4,500.	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve Change to Grant Approval Process
INFORMATION:	
<p>To improve efficiencies in applying for grants for MOA2, staff is requesting the Board remove the requirement to gain Board approval before applying for MOA2 grants. This will remove any unintended barriers to submit grants such as short deadlines and will prevent us from missing deadlines and potentially missing out on critical funds for this project. As always, the Board will need to approve any grant funds being awarded to us and will be informed of any grants that are being sought.</p>	
RECOMMENDATION:	
<p>Staff recommends the Board approve the change to the grant approval process by removing the requirement to get Board approval before grants are accepted.</p>	
BUDGET IMPACT:	
<p>Estimated Budget Impact: None</p>	



TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve New Signers to Bank Account
INFORMATION:	
<p>To ensure transparency in Agency operations and to make sure adequate signatures are available in the absence of an authorized account signer, H\Y'6cUfX'7\Ujf UbX'J JW'7\Ujf will be added to Skagit Transit's bank accounts as authorized signers.</p> <p>H\Y'6cUfX'7\Ujf UbX'J JW'7\Ujf will be added to the following accounts:</p> <ul style="list-style-type: none"> • Acct ending in 1711 • Acct ending in 9580 • Acct ending in 9606 • Acct ending in 7551 <p>After approval, meetings will be scheduled with the bank to get them on the accounts. K \Yb' UbYk' 7\Ujf UbX'J JW'7\Ujf UfY'gY'YVM'X Jb H\Y'byk' nYUfzh\Y'gJa Y'dfcWggk J'' VY'Zc''ck YX'hc' UXX'h\Ya' hc' H\Y'UWZ'i bhg'</p>	
RECOMMENDATION:	
Staff recommends the Board approve H\Y'6cUfX'7\Ujf UbX'J JW'7\Ujf as signers on Skagit Transit Bank Accounts.	
BUDGET IMPACT:	
Estimated Budget Impact: None	

TO:	Skagit Transit Board of Directors
FROM:	Crystle Stidham, Chief Executive Officer
SUBJECT:	Approve New CAC Member
INFORMATION:	
<p>On the June 11th CAC Meeting, the CAC voted to recommend the Board of Directors approve applicant Irene Procuski for committee membership.</p> <p>Irene has extensive mass transit rider experience and organizational skills to bring to the table for the benefit of the CAC and Skagit Transit.</p>	
RECOMMENDATION:	
Staff recommends the Board approve Irene Procuski as a new CAC member.	
BUDGET IMPACT:	
Estimated Budget Impact: None	



APRIL Performance Report

Ridership Comparison: Fixed Route

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	42,350	-----	2024	156,641	-----
2023	38,730	9%	2023	138,097	13.43%
2019	63,775	-33.59%	2019	239,564	-34.61%

Average Weekday Ridership:	2023	1,680
	2024	1,838

Fixed Route Weekday Highlights



Ridership Top 5 Routes Overall

208 MV/Burlington	6,901
205 Mount Vernon	4,046
207 Mount Vernon	3,748
90X Everett Connector	3,677
40X MV/Anacortes	2,637

5 Routes w/largest increase vs April 2023

513 Burlington/Anacortes	55%
615 MV/LaConner/Anacortes	42%
207 Mount Vernon	35%
70X Mount Vernon	33%
205 Mount Vernon	21%

Fare Report:

Fixed Route	Paratransit	Full Fare and Passes	Reduced Fare (Seniors & PwD)	Free Rides (Youth & Courtesy)
Total	1,054	14261	10807	6940
Paratransit				
Total	2646	156	73	30

UMO Data:

Total Paratransit Boardings	5,536
UMO Boardings on Paratransit	3,516
UMO Percentage on Paratransit	57.45%
Paratransit Trips on Fixed Route	990
Total Fixed Route Boardings	42,350
UMO Boardings on Fixed Route	24,484
UMO Percentage on Fixed Route	72.97%
Total Number of Boardings (All Modes)	45,866
UMO Total Number Boardings	28,000
UMO Percentage of Total Boardings	63.81%



On Time Performance

Paratransit



97.45%

Ridership Comparison: Paratransit

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	5,536	-----	2024	27,938	-----
2023	5,530	0.11%	2023	27,938	0.00%
2019	6,622	-16.40%	2019	30,586	-8.66%

Denials	0
Cancel/No Show	820
Will call/Same Day	153
New applicants	88
Renewal applicants	23
Paratransit trips on fixed route	1054

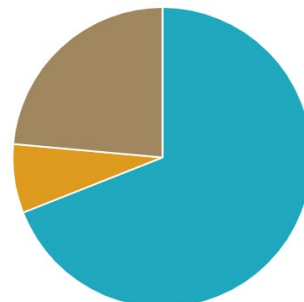
Monthly Maintenance Facts and Figures

Fixed Route Total Miles Operated-	116,771.3 miles
Paratransit Total Miles Operated-	45,258.3 miles
Diesel Fuel Consumed	153,528
Propane Fuel Consumed	47,531

Skagit Transit

Fare Payments by Media Type

Media Type	Count	Percentage
Card	19,014	69.02%
Paper Token	2,041	7.41%
Mobile	6,494	23.57%
Transfer Ticket		
External		
27,549		100.00%





MAY Performance Report

Ridership Comparison: Fixed Route

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	41,794	-----	2024	198,433	-----
2023	39,085	7%	2023	177,522	11.78%
2019	65,493	-36.19%	2019	305,057	-34.95%

Average Weekday Ridership: 2023 1,691
 2024 1,825

Fixed Route Weekday Highlights

Ridership Top 5 Routes Overall

5 Routes w/largest increase vs May 2023

208 MV/Burlington	5,918
205 Mount Vernon	3,425
90X Everett Connector	3,215
207 Mount Vernon	3,041
40X MV/Anacortes	2,272

615 MV/LaConner/Anacortes	63%
101 Burlington	61%
513 Burlington/Anacortes	60%
207 Mount Vernon	55%
70X Mount Vernon	52%

Fare Report:

	Paratransit	Full Fare and Passes	Reduced Fare (Seniors & PwD)	Free Rides (Youth & Courtesy)
Fixed Route				
Total	1109	13234	11054	7308
Paratransit				
Total	2983	154	30	32

UMO Data:

Total Paratransit Boardings	5,422
UMO Boardings on Paratransit	3,199
UMO Percentage on Paratransit	69.49%
Paratransit Trips on Fixed Route	1,109
Total Fixed Route Boardings	56,837
UMO Boardings on Fixed Route	39,158
UMO Percentage on Fixed Route	45.15%
Total Number of Boardings (All Modes)	60,036
UMO Total Number Boardings	42,357
UMO Percentage of Total Boardings	41.74%

📍 On Time Performance

Paratransit



97%

Ridership Comparison: Paratransit

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	3,199	-----	2024	29,251	-----
2023	5,530	-42.15%	2023	27,856	5%
2019	6,622				

Zero Denials 847 Cancel/No-Show 168 Will Calls/Same Day Rides

81 new applicants

29 renewal applications

Paratransit trips on Fixed Route: 1,109 trips



Monthly Maintenance Facts and Figures

Fixed Route Total Miles Operated- 116,771.3 miles

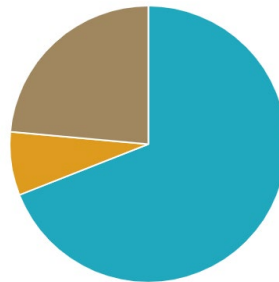
Paratransit Total Miles Operated- 45,258.3 miles

Diesel Fuel Consumed	156,002 Gallons
Propane Fuel Consumed	45,878 Gallon Equivalents

Skagit Transit

Fare Payments by Media Type

Media Type	Count	Percentage
Card	19,014	69.02%
Paper Token	2,041	7.41%
Mobile	6,494	23.57%
Transfer Ticket		
External		
Total	27,549	100.00%



■ Card
 ■ Paper Token
 ■ Mobile
■ Transfer Ticket
 ■ External

CAC REPORT

May 14, 2024

At Today's meeting, the new Planning And outreach Supervisor/CAC Liaison, Stevie Mathews, was introduced. She gave a brief overview of her work experience in the transit industry, and is looking forward to moving to the northwest.

We also had two guests: Julie Myers from Community Action, and CAC applicant Irene Prokuski. Both were encouraged to present questions or comments as the meeting progressed.

There were no additional public comments.

Cheryl announced the new class of seven drivers is experiencing their training runs, and a couple came to the agency already CDL certified.

Cheryl then reported on the three marketing events that took place in April – The Anacortes Street Fair, the blood drive at Skagit Station, and the Veterans' event in Mt. Vernon.

After discussions surrounding the county connector access and the upcoming availability to Sound Transit, as its plans move forward, the meeting was adjourned.

Respectfully Submitted,

Judy Jones

CAC Chair

CAC REPORT

June 11, 2024

At this time the CAC has voted to recommend the Board Of Directors approve applicant Irene Procuski for committee membership. She has extensive mass transit rider experience and organizational skills to bring to the table for benefit of the CAC and Skagit Transit.

Some software glitches in use of the UMO card for CAC members using Whatcom Transit have been reported in the past and are in process of being resolved.

The staff report was given, and during the round table session, the request for extended service hours was once more brought forward.

Next meeting: July 9. See agency calendar for details.

Respectfully Submitted,

Judy Jones

CAC Chair