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RECORD OF THE PROCEEDINGS
SKAGIT TRANSIT BOARD OF DIRECTORS

Wednesday, September 16, 2026

The Skagit Transit Board of Directors met in a regular meeting in Burlington, WA. Commissioner Peter Browning chaired the meeting and called the meeting to order at 11:00 a.m., followed by the Pledge of Allegiance and roll call.

Members Present
Peter Browning, Skagit County Commissioner (Chair)
Bill Aslett, City of Burlington, Mayor
Peter Donovan, City of Mount Vernon, Mayor
Marna Hanneman, Town of La Conner, Mayor
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Present via Teleconference
Treasurer Jackie Brunson, attending as a representative for Joe Burns, Skagit County Commissioner (Vice Chair)
Assessor Danny Hagen, attending as a representative for Ron Wesen, Skagit County Commissioner
Jeremy Akers, Town of Concrete, Mayor
Carolyn Moulton, City of Anacortes, Councilmember

Members Absent:
Karl de Jong, City of Sedro Woolley, Councilmember
Michael Rainey, Labor Representative (non-voting member)

Providing Legal Counsel:
Allison Benge, Pacifica Law Group

Staff Present
Andy Litke, Security Supervisor
Crystle Stidham, Chief Executive Officer
Greg Latham, Director of Maintenance and Facilities
Larissa Farrell, Executive Assistant/Clerk of the Board
Rebekah Tuno, Grants Manager

Staff Present via Teleconference:
Abby Bissell, HR Generalist
Angel Burr, Customer Service Representative
Clerk of the Board
Jill Isaacson, Operations Supervisor
Kelly Borden, Accounting Clerk
Larissa Farrell, Executive Assistant/Clerk of the Board
Laura Lunsford, Safety and Training Coordinator
Les O'Neil, Operations Supervisor
Liliana Jones, Public Records Officer
Margie Tsuffis, Safety and Training Coordinator
Maleah Kuzminsky, Planning and Outreach Manager
Rick Heerspink, Finance and Accounting Manager
Sarah Pelle, Events Specialist/Travel Trainer

Members of Public Present
Alyssa Stamey; Colleen Kennedy; Larissa Pharrell; Melinda Hunter; Mike Miller; Robin Gosney; Soren Jensen;

Members of the Public Present via Teleconference:
916-501-8890; 208-308-8876; 360-333-5274; Andrea Reiter; Cameron Martinez; Daniel Kihangu; Joe Kunzler; Joe Macdonald; Public; "Skatt" Oxard; Tanya Espino

1 Executive Session: RCW 42.30.110 (1)(i)(iii)

The Board met in an Executive Session to discuss litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency. Mr. Browning stated that the Board would meet for 15 minutes from 11:08 a.m. to 11:23 a.m. At 11:23 a.m., the Executive Session was extended 5 minutes, from 11:23 a.m. to 11:28 a.m. At 11:28 a.m., the Executive Session was extended an additional 2 minutes, from 11:28 a.m. to 11:30 a.m. The Board returned to the room and resumed the regular meeting at 11:30 a.m.

2 Public Comment

Public comment was made.

3 Consent / Action Items

a) Approval of Periodic Review of Governing Board Composition Meeting Minutes
b) Approval of August Special Meeting Minutes
c) Approval of Claims and Payroll
   July Payroll Direct Deposit and Checks
   July Direct Federal Withholding Transfer
   July Claims Checks and ACH #6098-6259

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d) Approve July Budget Update

Mr. Aslett made a motion to approve all consent agenda items. Ms. Hanneman seconded the motion. The motion passed unanimously.

4 Full Discussion/Action Items:

a) Approve IA with Whatcom Transportation Authority (WTA)

Ms. Stidham summarized the report in the agenda packet and clarified that the agreement would be in perpetuity unless one of the four (4) items in section 2 "TERM" of the agreement triggered a renegotiation of the contract. Mr. Donovan requested that the first item in that section, "A substantial change to the fare rates or fare rules of either Agency" be changed to "Any change to the fare rates or fare rules of either Agency".

Mr. Donovan made a motion to approve the IA with WTA with the added change of updating the language in section 2, item 1 to ""Any change to the fare rates or fare rules of either Agency". Mr. Aslett seconded the motion. The motion passed unanimously.

b) Approve Adding a Discussion of the November 18, 2026 Skagit Transit Board Meeting to the Agenda

Ms. Stidham noted that the Board likely needs to discuss the November Board Meeting date and potential scheduling conflicts.

Mr. Aslett made a motion to add Discussion of the November 18, 2026 Skagit Transit Board Meeting to the agenda. Mr. Donovan seconded the motion. The motion passed unanimously.

c) Approve Cancelling the November 18, 2026 Skagit Transit Board Meeting

Mr. Browning noted that a majority of the Board will be unavailable on November 18, 2026, as they are scheduled to attend other events.

Mr. Aslett made a motion to Cancel the November 18, 2026 Skagit Transit Board Meeting. Ms. Hanneman seconded the motion. The motion passed unanimously.

5 Information Items

a) Skagit Transit Board Chair Update
b) CEO Update
c) CAC Update and Week Without Driving
d) September Grants Update
e) CY 2026 Ride Pass Grant Program
f) July 2026 Productivity and Ridership

Peter Browning adjourned the meeting at 12:06 p.m.

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Attest:

DocuSigned by:
Peter Browning
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Peter Browning, Chair Skagit Transit Board of Directors

Signed by:
Larissa Farrell
52442EF5FA0F474...
Larissa Farrell, Clerk of Skagit Transit Board

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CEO Verbal Report Out
Board Meeting
September 16, 2026

MOA2
We will be going out to bid for construction in the next few weeks. In the interim, we have been working with our attorney to prepare the construction contract in anticipation of awarding the contract.

Finances
A full financial report is included in the packet, but I wanted to provide a few highlights. Sales tax revenues were down about -5.35% YoY from May 2025 to May 2026, down about -2.19% YTD (Jan-June).

Fuel costs – We continue to see elevated fuel costs due to the conflict in the Middle East:

July 2026
- Gas - $18,746.63
  - YTD - $77,683.66

Trending to be about $36,000 over budget (budgeted $135,000)
- Diesel - $148,886.46
  - YTD - $831,383.60

Trending to be about $658,000 over budget (budgeted $917,000)
- Propane - $31,118.33
  - YTD - $157,658.46

Trending to be about $54,000 over budget on propane. (budgeted $260,000)

Operations KPIs
July
LTA – Average 3

OT
- May $59,195.74
- June $42,998.37
- July - $59,615.43
  - YTD - $416,280.10
  - Budgeted $575,000 for 2026

Driver absenteeism for July was 21.80% - down from 24.31% in June.

Ridership
There is a full ridership report included, but here are the highlights:
- FR – Up 7.97% from July 2025 to July 2026, up 6.39% YTD
- Para – Up 7.97% from July 2025 to July 2026, up 6.44% YTD

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Recruitments
We currently have the following open positions:

- Director of Operations

Filled Positions:

- Public Records Officer
    - Candidate started September 9, 2026.

We had a class of 2 start on July 2. One already quit for personal reasons. We plan to start another class of 6 in October.

Negotiations
- Dispatch – Progressing - Next meeting is September 21st, 2026.
- Drivers – 1st session scheduled for September 22nd, 2026.

Community Events
Skagit Transit will be participating in the following August 2026 community events:

- **Event Name: La Conner Swinomish Library – Resource Table**
  Event Date: Tuesday, September 15, 2026
  Event Location: La Conner Library
  Population Served: Skagit County residents and families
  Type of Event: Resource Tabling and providing information and obtaining feedback from riders

- **Event Name: Anacortes Library – Resource Table**
  Event Date: Thursday, September 17, 2026
  Event Location: Anacortes Library
  Population Served: Skagit County residents and families
  Type of Event: Resource Tabling and providing information and obtaining feedback from riders

- **Event Name: Cardinal Kick Off SVC – Resource Table – (Rideshare is also joining)**
  Event Date: Monday, September 21, 2026
  Event Location: SVC
  Population Served: New SVC Students and staff
  Type of Event: Resource Tabling and providing information and obtaining feedback from riders

- **Event Name: Central Skagit Library – Resource Table**
  Event Date: Wednesday, September 23, 2026
  Event Location: Sedro-Woolley Library
  Population Served: Skagit County residents and families

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Type of Event: Resource Tabling and providing information and obtaining feedback from riders

- **Event Name: Skagit County Veterans Stand Down**
  Event Date: Friday, October 2, 2026
  Event Location: Skagit County Fairgrounds, Mount Vernon
  Population Served: Veterans and their families throughout Skagit County and surrounding communities
  Type of Event: Following the success of the April Stand Down, this two-day event brings veterans together with local agencies and community groups offering helpful services and support. Veterans can learn about VA benefits, healthcare, housing, employment, legal services, food, clothing, and other local resources. Skagit Transit will provide information about fixed-route service, paratransit, reduced fares, and trip planning, while helping veterans learn how transit can connect them to important services throughout the county. Skagit Transit is also requesting approval to offer fare-free rides for veterans traveling to and from the event, helping make it easier for them to attend.

- **Event Name: INVEST Presentation to Classroom**
  Event Date: Monday, October 5, 2026
  Event Location: SVC -invest
  Population Served: INVEST Students and Staff
  Type of Event: Presentation to students on travel training and answering questions about our services