



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

Skagit Transit Board of Directors Agenda

Regular Meeting
February 18, 2026
11:00 a.m.

Join virtually at:

<https://tinyurl.com/Board-of-Directors-2-18-26>

Meeting ID: 233 326 712 553 71

Passcode: bX6Sd6NU

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 January Meeting Minutes Page 3
- b) Approval of Claims and Payroll
 - December Payroll Direct Deposit and Checks \$1,306,268
 - December Direct Federal withholding transfer..... \$375,089
 - December Claims Checks and ACH #5009-5169 \$430,229
- c) Approve December Budget Update..... Page 5

6. FULL DISCUSSION / ACTION ITEMS

- a) Approve Purchase of Four (4) Gillig Coaches Page 6
- b) Approve Purchase of Seven (7) Endera E-450 Cutaway Paratransit Coaches Page 7
- c) Approve Resolution 2026-01 Allowing Staff to Withdraw Funds from STS.001: SKAT General and STS.003: SKAT Operating Reserve Page 8
- d) Approve FY 2025 Federal Transit Administration Buses & Bus Facilities Award Acceptance Page 10
- e) Approve Updated Organization Chart Page 11
- f) Approve 2026 Classification and Compensation Study Page 13

7. INFORMATION ITEMS

- a) CEO Update
- b) Employee Recognition
- c) December 2025 Productivity and Ridership Page 14
- d) CAC Report Page 17

8. ADJOURNMENT



Skagit Transit Board of Directors Officers

Commissioner Peter Browning..... Chair Commissioner Joe Burns..... 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-Woolley	1
Skagit County Commissioner District 1 ..	1
Skagit County Commissioner District 2 ..	1
Skagit County Commissioner District 3 ..	1
Mount Vernon Councilperson	1
Sedro-Woolley Councilperson.....	1

Non-Voting Members

Community Advisory Committee Chair
Skagit Transit Labor Union Representative

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, January 21, 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)
Ron Wesen, Skagit County Commissioner
Joe Burns, Skagit County Commissioner (Vice Chair)
Julia Johnson, City of Sedro Woolley, Mayor
Paul Cocke, City of Sedro Woolley, Councilmember
Judy Jones, Community Advisory Committee (Chair, non-voting member) (Joined the meeting at 11:03 a.m.)
Tracy Cook, Labor Representative (non-voting member)

Members Present via Teleconference

Members Absent:

Peter Donovan, City of Mount Vernon, Mayor
Bill Aslett, City of Burlington, Mayor
Carolyn Moulton, City of Anacortes, Councilmember
Hannah Oliver, City of Mount Vernon, Councilmember

Providing Legal Counsel:

Staff Present

Bill Broy, Operations Supervisor
Eric Gambill, Security Supervisor
Derek Messling, Marketing and Public Affairs Specialist
Chris Arkle, Manager of Finance and Accounting
Crystle Stidham, Chief Executive Officer
Greg Latham, Director of Maintenance, Operations, and Facilities
James Smith, Cross Trained Operator
Jason Shaffer, Operations Supervisor
Jennifer Davidson, Director of Human Resources
Joe Macdonald, Manager of Safety and Training
Josh Klinger, Maintenance Manager
Kaitlin West, Rideshare Administrator
Kelly Myiow, Payroll and Leave Administrator
Larissa Farrell, Executive Assistant/Clerk of the Board
Margie Tsuffis, Safety and Training Coordinator
Rebekah Tuno, Grants Manager
Seeley Mullins, Procurement and Contracts Coordinator

Staff Present via Teleconference:

Alan Brooks, Operations Supervisor
Clerk of the Board
Eric Espraza, Capital Projects Manager
Jim Young, Operations Supervisor
Kelly Borden, Accounting Clerk
Larissa Farrell, Executive Assistant/Clerk of the Board
Laura Lunsford, Safety and Training Coordinator
Maleah Kuzminsky, Planning and Outreach Manager
Mika Ela-Bergman, Maintenance Support Technician
Sarah Pelle, Events Specialist/Travel Trainer
Taylor Patti, Financial Analyst
Wayne Simmons, Facilities Supervisor

Members of Public Present

Mike Miller; Colleen Kennedy; Mike Kerr

Members of the Public Present via Teleconference:

1-208-308-8876; Cameron's notetaker; Jason Kelley; Joe Kunzler; Joe Stewart for President; Observer 3; Read.AI Meeting Notes; Rosie Ventura; Skagit County Employees Alliance

1 Public Comment

Public comment was made.

2 New Business: Welcome New Board and Council Members

Mr. Browning welcomed the new board and council members to the 2026 Skagit Transit board.

3 Consent / Action Items

- a) Approval of December Meeting Minutes
- b) Approval of Claims and Payroll
 - November Payroll Direct Deposit and Checks
 - November Direct Federal withholding transfer

November Claims Checks and ACH #4878-5008

- c) Approve November Budget Update
- d) Approve Fare-Free Fixed Route Service for the 2026 Point-In-Time Count

Mr. Burns moved to approve all Consent/Action items. Mr. Wesen seconded the motion. The motion passed unanimously.

4 Full Discussion/Action Items:

- a) Approve 2026 Skagit Transit Vice Chair

Ms. Stidham summarized the report as presented in the board packet.

Ms. Johnson moved to nominate Joe Burns to serve as the 2026 Skagit Transit Vice Chair. Mr. Cocke seconded the motion. The motion passed unanimously.

- b) Approve Unarmed Security Services Contract No. 25-062

Ms. Stidham summarized the report as presented in the board packet.

Mr. Wesen moved to approve Unarmed Security Services Contract No. 25-062. Mr. Burns seconded the motion. The motion passed unanimously.

- c) Approve Revision to Personnel Policy 616.6 Maintenance Dept Boot Allowance

Ms. Stidham summarized the report as presented in the board packet.

Ms. Johnson moved to approve the revision to personnel policy 616.6. Mr. Burns seconded the motion. The motion passed unanimously.

5 Information Items

- a) CEO Update
- b) Employee Recognition
- c) FY 2024 State Audit Exit Conference
- d) CY 2026 Ride Pass Grant Program Awards
- e) November 2025 Productivity and Ridership Report
- f) CAC Update

Peter Browning adjourned the meeting at 11:48 a.m.

Attest:

Peter Browning, Chair Skagit Transit Board of Directors

Larissa Farrell, Clerk of Skagit Transit Board



TO: Skagit Transit Board of Directors

FROM: Chris Arkle, Accounting & Finance Manager

SUBJECT: Monthly Budget Update Report for December 2025

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

Revenues:

Sales Tax Received:

December	2025	2024	2023
	1,488,319	1,419,858	1,385,342

Grant Revenue:

Federal Operating	-
Federal Capital	40,624
Local Operating	-
State Operating	-
State Capital	-

Fare Revenue:

	2025	2024	2023	2022
December	69,433	83,803	59,574	40,911
Yrly-Budget	791,764	718,000	684,500	592,964
Mon-Budget	65,980	59,833	57,042	49,414

Expenses

Payroll

Operators' Salaries	December	YTD	Budgeted
Operators' Salaries	477,080	5,177,304	5,222,918
Operators' Overtime	60,655	902,500	445,000

Non-Operators' Salaries

Non-Operators' Salaries	416,416	5,570,606	5,876,984
Non-Operators' Overtime	9,180	64,253	79,160

Capital

Route Improvements	-
Skagit Station	(18.00)
Park & Ride	-
Revenue Equipment	-
Service Equipment	-
Vanpool Equipment	-
MOA 2	-
Bldgs. - MOA	36,882
Garage/Shop Equipment	-
Office Furniture/Equip.	-
Intangible Asset - SW	-
Communications & IS	-

Ending Cash:

December 2025	December 2024	December 2023
3,033,606	5,739,554	4,161,382

Reserves:

	December 2025	December 2024	December 2023
Operating	5,866,280	5,613,413	5,340,497
Facilities	10,400,000	10,400,000	10,400,000
Capital			
Replacement	6,432,997	5,707,404	4,924,279
Non-Designated	741,415	1,681,676	1,599,919
Total	23,440,692	23,402,493	22,264,695

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



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Purchase of Four (4) Gillig Coaches

INFORMATION:

Skagit Transit received grant funding from grant PTD1031 for four (4) replacement Fixed Route coaches. Skagit Transit included these vehicles in the 2026 budget which was approved on December 17, 2025.

Skagit Transit is requesting to purchase four (4) 40Ft Low Floor diesel powered Gillig coaches through the Washington State #06719-01. These vehicles will replace the current 2014 Gillig coaches that have met their useful life.

RECOMMENDATION:

Staff recommends the board approve the purchase of four (4) 40Ft Low Floor Gillig coaches using the Washington State Department of Enterprise Services Contract #06719-01 for Transit Buses.

BUDGET IMPACT:

Grant Funded PTD1031: 3,529,624

Transit Support Grant Formula Funds Match: 622,876

Also asking the board to approve up to a 10% increase funded by local funds for tariffs



TO: Skagit Transit Board of Directors

FROM: Crystle Stidham, Chief Executive Officer

SUBJECT: Approve Purchase of Seven (7) Endera E-450 Cutaway Paratransit Coaches

INFORMATION:

Skagit Transit received grant funding from grant PTD1030 and PTD1106 for five (5) replacement paratransit coaches and two (2) expansion paratransit coaches. Skagit Transit included these vehicles in the 2026 budget which was approved on December 17, 2025.

Skagit Transit is requesting to purchase seven (7) Endera E-450 Cutaway paratransit coaches through the Washington State Department of Enterprise Services Contract #06719. Five of these vehicles will replace the current 2016 Ford Aerotech paratransit coaches that have met their useful life.

RECOMMENDATION:

Staff recommends the board approve the purchase of seven (7) Endera E-450 Cutaway using the Washington State Department of Enterprise Services Contract #06719 for Transit Buses.

BUDGET IMPACT:

Grant Funded PTD1030: 293,250

Transit Support Grant Formula Funds Match: 51,750

Grant Funded PTD1106: 1,362,050

State Special Needs Formula Funds Match: 124,435



TO: Skagit Transit Board of Directors

FROM: Crystle Stidham, Chief Executive Officer

SUBJECT: Approve Resolution 2026-01 Allowing Staff to Withdraw Funds from STS.001: SKAT General and STS.003: SKAT Operating Reserve

INFORMATION:

In our 2025 budget, we allocated \$945,000 from our investment income as revenues to balance our budget. As such, we are requesting to uninvest \$845,000 from our investment accounts. This will complete the draws for 2024 and 2025.

RECOMMENDATION:

Staff recommends the withdrawal of funds from STS.001: SKAT General and STS.003: SKAT Operating Reserve to maintain operations.

BUDGET IMPACT:

This will reduce planned investment revenue moving forward.

RESOLUTION NO. 2026-01

A RESOLUTION ALLOWING STAFF TO WITHDRAW FUNDS FROM STS.001: SKAT GENERAL AND STS.003: SKAT OPERATING RESERVE

WHEREAS, the need to maintain smooth continuity of operations requires Skagit Transit to uninvest reserve funds being held by the Skagit County Treasurer on behalf of Skagit Transit; and

WHEREAS, Skagit Transit will uninvest and transfer funding from the STS.001: SKAT General and STS.003: SKAT Operating Reserve account into the Skagit Transit Banner Bank account to fund operations.

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED THAT

Board allows Staff to uninvest and draw against the STS.001: SKAT General and STS.003: SKAT Operating Reserve account to maintain operations.

PASSED in open public meeting this 18th day of February 2026.

**SKAGIT TRANSIT SYSTEM
SKAGIT COUNTY, WASHINGTON**

By _____
Peter Browning, Chair Skagit Transit Board of Directors

By _____
Crystle Stidham, Chief Executive Officer

ATTEST TO FORM:

Larissa Farrell, 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: FY 2025 Federal Transit Administration Buses & Bus Facilities Award Acceptance

SUMMARY:

In July 2025, Skagit Transit applied for FY 2025 Federal Transit Administration (FTA) Buses & Bus Facilities funding for fleet vehicles. The scope of work is to purchase a total of 18 vehicles as follows:

- Eight heavy-duty diesel 40' coaches
 - Two replacement
 - Six expansion
- Ten replacement medium-duty propane paratransit coaches

Under this funding notice, expenses for vehicles that are accessible to people with disabilities require a 15% match instead of the traditional 20% required with federal funding.

In January 2026, the agency was notified of award for the full request of \$9,368,858. The match required is a total of \$1,322,662.

Vehicle Type	Quantity	Grant Funding	Match Required	Budget Year Impact
Heavy-duty Coaches	8	\$5,499,350	\$970,474	2028
Paratransit Coaches	10	\$1,995,732	\$352,188	2027
<i>Total</i>	18	\$9,368,858	\$1,322,662	

These funds were added to the 2026-2029 Statewide Transportation Improvement Plan (STIP) on January 22, 2026. Once funds are accepted by the Board of Directors, staff will work with FTA toward grant agreement execution.

BUDGET IMPACT:

Funds require an 85:15 cost share. The match required is a total of \$1,322,662 that will be split across 2027 and 2028. Match source is local funds.

RECOMMENDATION:

Staff recommends official acceptance of grant funds.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, CEO
SUBJECT: Approve Updated Organizational Chart

INFORMATION:

As part of ongoing efforts to improve organizational effectiveness, staff has reviewed the current organizational chart and proposes updates to better align leadership with strategic objectives.

Key Changes:

- 1. Rideshare Administrator Reporting to Finance/Accounting Manager**
The Rideshare Administrator will now report directly to the Finance/Accounting Manager, rather than the Maintenance Manager.

RECOMMENDATION:

Staff recommends that the Board approve the updated organizational chart, which reassigns the Rideshare Administrator to report to the Finance/Accounting Manager.

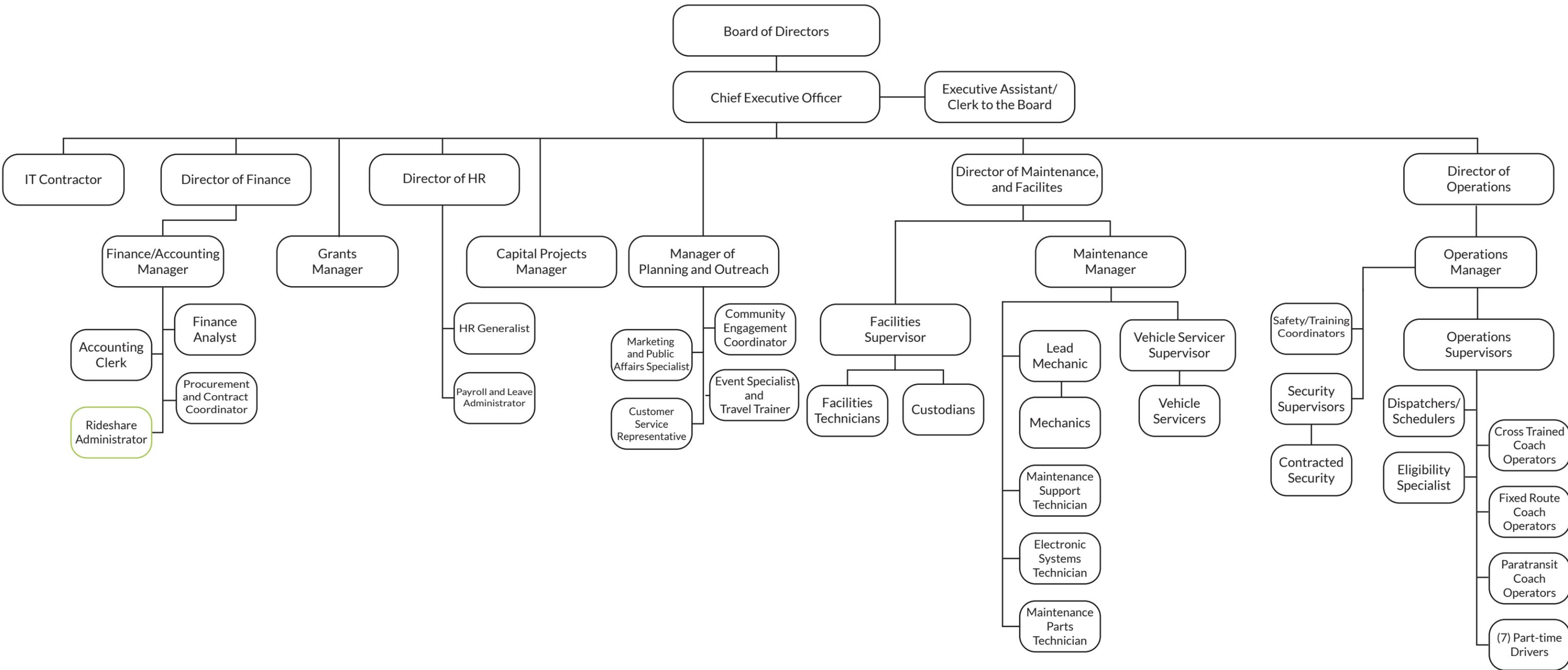
ESTIMATED BUDGET IMPACT:

None



Organization Chart

February 18, 2026





TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve 2026 Classification and Compensation Study

INFORMATION:

Skagit Transit partnered with Gallagher to complete a full classification and compensation study for all positions. The review assessed job classifications, internal equity, salary structure, market competitiveness, and organizational alignment. Findings show that adjustments are needed to maintain competitive pay and ensure equitable, consistent salary progression. After reviewing the study results, financial impacts, and implementation options through workshops and board presentations, Skagit Transit recommends adopting Gallagher's Option 1 and implementing the changes retroactively to January 1, 2026 for non-represented employees.

RECOMMENDATION:

Staff recommend adopting Option 1 for non-represented employees from the Classification and Compensation Study, and updating the non-represented salary schedule changes recommended by Gallagher and the Skagit Transit leadership team.

BUDGET IMPACT:

Impact to budget with 1/1/26 implementation is approximately \$46,000

SERVICE REPORTING DECEMBER 2025



Fixed Route

Total Fixed Route Ridership	
Unlinked Passenger Trips (UPT)	36,191
Compared to Previous Year	37,547
Net Increase/Decrease Year-over-Year	-3.75% Δ

(MB) Local Route Service Supplied	
Passenger Miles Traveled (PMT)	95,410.29
Vehicle Revenue Miles (VRM)	84,123.40
Vehicle Revenue Hours (VRH)	5,671.44
Vehicles Operated in Maximum Service	20
Vehicles Available for Maximum Service	22
Spare Ratio	9%

(MB) Local Route Service Efficiency	
Operating Expense per VRM	\$11.51
Operating Expense per VRH	\$170.77
Unlinked Passenger Trips per VRM	0.35
Unlinked Passenger Trips per VRH	4.89
Operating Expenses per PMT	\$10.15
Operating Expenses per UPT	\$34.90

Fixed Route Vehicle Operator Statistics	
Operator Count	63
Total Operator Hours	10,045.87
Operator Productive Hours	7,701.26
Operator Non-Productive Hours	1,682.66
Operator Productivity %	82.07%
Operator Sum of Paid Overtime	\$45,933.08
Operator Overtime Hours	661.95

Route On-Time Departure Performance	
CB-Average	91.10%
MB-Average	84.65%
Combined Average	87.88%

Fixed Route Road Calls	
Road Calls	4
Previous Year	1
Road Failures	2
Previous Year	0

Route On-Time Departure Performance			
Route	Early	On Time	Late
40X	0.80%	99.20%	0.00%
70X	14.20%	82.80%	3.00%
80X	4.10%	93.90%	2.00%
90X	4.90%	88.50%	6.60%
101	7.90%	91.70%	0.40%
202	17.60%	81.50%	0.90%
204	0.50%	96.70%	2.70%
205	0.40%	95.80%	3.90%
206	32.10%	66.00%	1.90%
207	1.30%	94.10%	4.60%
208	14.00%	82.10%	3.90%
300	13.30%	85.60%	1.10%
301	25.70%	74.10%	0.20%
305	23.30%	75.00%	1.80%
409	19.60%	78.90%	1.50%
410	7.10%	91.20%	1.70%
513	7.40%	92.20%	0.40%
615	2.00%	97.40%	0.60%
717	29.30%	67.50%	3.10%

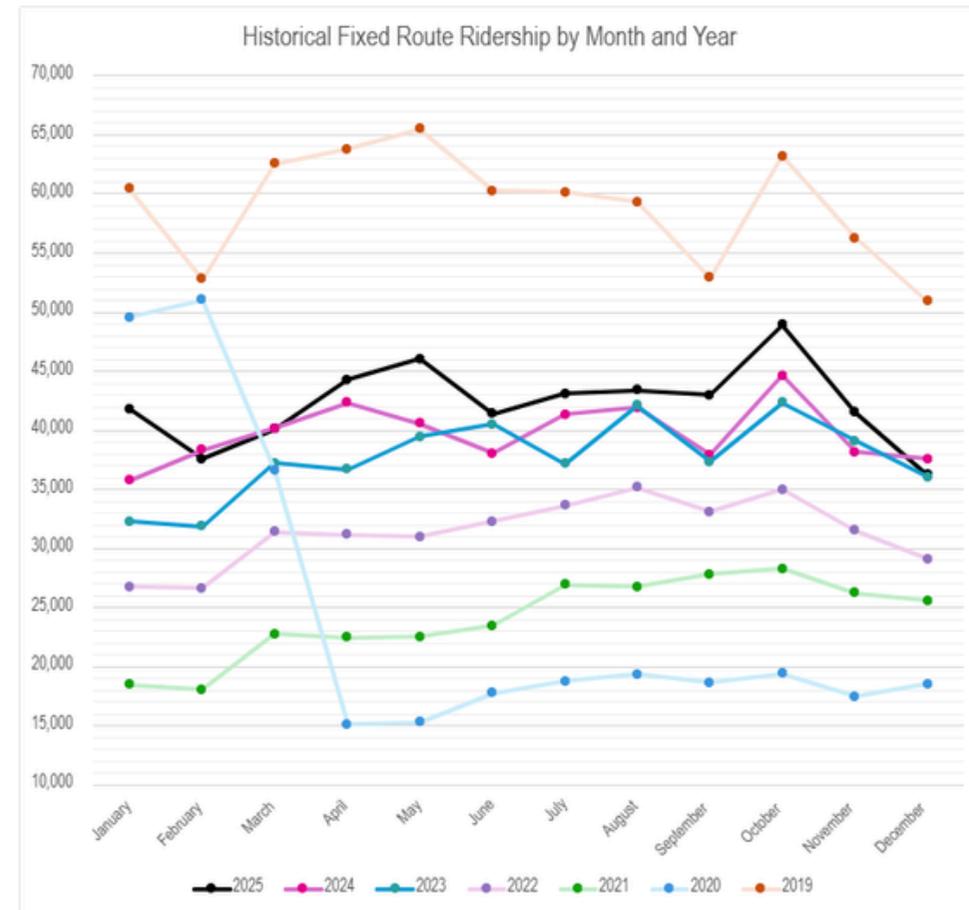
(CB) Commuter Route Service Supplied	
Passenger Miles Traveled (PMT)	187,147.35
Vehicle Revenue Miles (VRM)	47,435.26
Vehicle Revenue Hours (VRH)	1,546.10
Vehicles Operated in Maximum Service	6
Vehicles Available for Maximum Service	8
Spare Ratio	25%

(CB) Commuter Route Service Efficiency	
Operating Expense per VRM	\$5.76
Operating Expense per VRH	\$176.85
Unlinked Passenger Trips per VRM	0.149
Unlinked Passenger Trips per VRH	4.585
Operating Expenses per PMT	\$1.46
Operating Expenses per UPT	\$38.57

YTD Ridership Comparison (Jan–Dec 2025 vs. 2024)

Fixed Route

↑ 6.40%



SERVICE REPORTING DECEMBER 2025



Paratransit

YTD Ridership Comparison (Jan–Dec 2025 vs. 2024)	
Paratransit	↑12.68%

Para Service Operating Expenses	
Operating Expenses per VRM	\$11.35
Operating Expenses per VRH	\$82.56
Operating Expenses per UPT	\$75.73

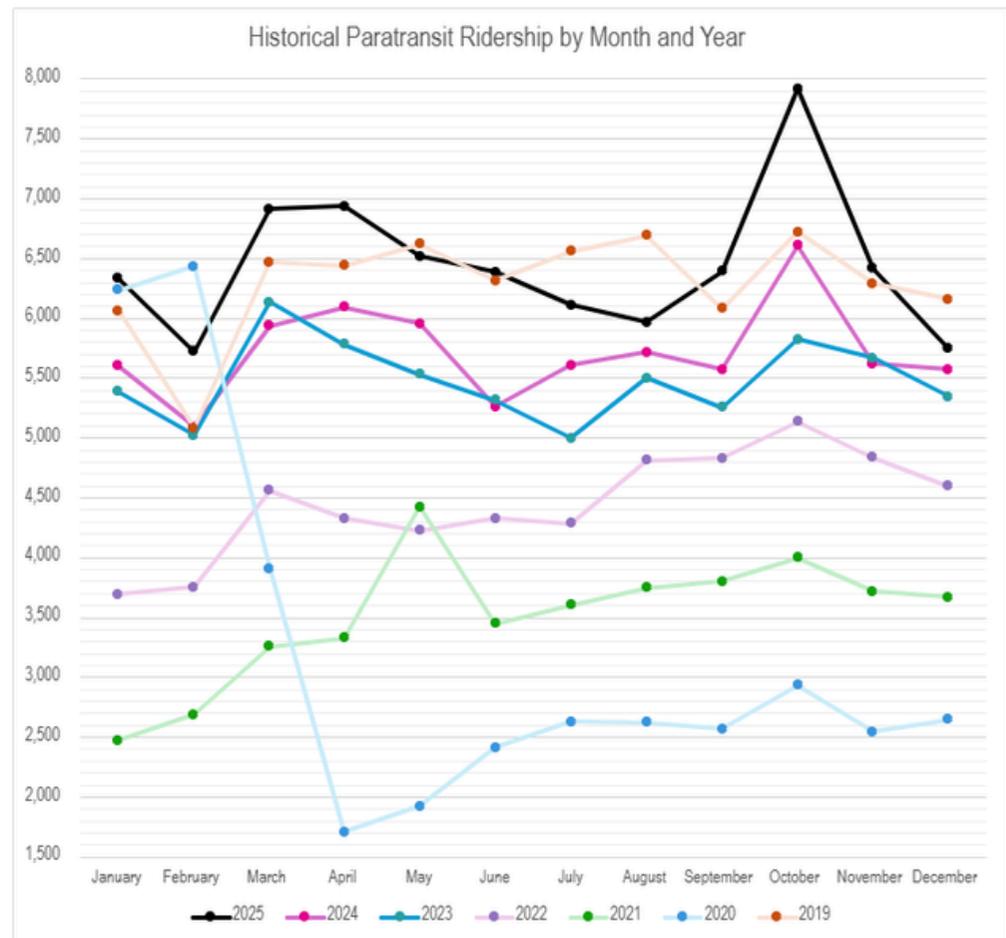
Para Service Efficiency	
Unlinked Passenger Trips per VRM	6.67
Unlinked Passenger Trips per VRH	1.83

Paratransit Route Vehicle Driver Statistics	
Driver Count	22
Total Driver Hours	4,330.13
Driver Productive Hours	3,109.41
Driver Non-Productive Hours	993.12
Operator Productivity %	75.79%
Operator Sum of Paid Overtime	\$14,721.60
Operator Overtime Hours	227.6

Paratransit Service Consumption	
Passenger Miles Traveled (PMT)	38,319
Unlinked Passenger Trips (UPT)	5,745
Compared to Previous Year	5,575
Net Increase/Decrease Year-over-Year	2.96% Δ

Year to Date Ridership 2025 Compared to 2024	
Fixed Route	6.40%
Paratransit	12.68%

Paratransit Service Supplied	
Vehicle Revenue Miles (VRM)	38,319.00
Vehicle Revenue Hours (VRH)	3,145.80
Vehicles Operated in Maximum Service	22
Vehicles Available for Maximum Service	26
Spare Ratio	15%



SERVICE REPORTING DECEMBER 2025



Expenses and Revenue

Fixed Route Statistics by Month							
Route	Ridership	VRM	Total Miles	VRH	Total Hours	Route Cost	Cost Per UPT
101	635	3,910.24	3,957.24	308.24	313.35	\$25,432.61	\$40.05
202	1592	4,894.01	5,164.36	390.72	399.38	\$30,483.69	\$19.15
204	2161	5,632.61	5,946.86	400.18	409.84	\$31,407.43	\$14.53
205	3569	4,113.47	4,400.92	390.01	399.37	\$30,111.38	\$8.44
206	1695	3,870.60	4,174.65	364.12	374.03	\$28,686.55	\$16.92
207	3106	7,807.28	8,277.60	559.83	578.15	\$41,274.39	\$13.29
208	6398	7,118.45	7,218.93	705.48	714.3	\$47,822.25	\$7.47
300	1154	5,259.51	5,717.73	361.95	376.78	\$29,580.70	\$25.63
301	1439	4,657.64	4,815.71	362.6	368.7	\$28,722.23	\$19.96
305	799	6,460.74	6,774.59	322.35	335.31	\$27,943.94	\$34.97
409	552	3,569.93	3,609.92	257.51	262.45	\$22,622.78	\$40.98
410	2368	6,730.25	7,243.26	345.17	360.76	\$29,492.52	\$12.45
513	649	7,835.46	7,856.36	329.68	332.19	\$28,308.89	\$43.62
615	1349	7,493.90	7,945.02	341.68	357.15	\$29,646.99	\$21.98
717	288	4,769.31	5,697.15	231.92	254.76	\$23,240.31	\$80.70
40X	1527	8,236.71	8,759.32	335.1	353.74	\$29,595.10	\$19.38
70X	704	7,837.03	8,144.57	285.31	298.37	\$26,442.19	\$37.56
80X	1874	6,698.77	6,909.04	225.1	229.92	\$22,327.62	\$11.91
90X	2984	24,662.75	25,013.19	700.59	742.27	\$57,163.72	\$19.16
Unknown	1348						
Totals	36,191	131,558.66	137,626.42	7,217.54	7,460.82	590,305.28	

Operating Expenses By Class	
Labor	\$942,513.89
Salaries	\$537,735.34
Fringe & Paid Absences	\$404,778.55
Services	\$820.00
Materials & Supplies	\$105,833.20
Fuels & Lubricants	\$105,833.20
Tires & Tubes	
Other Materials	
Utilities	
Casualty & Liability	\$33,797.44
Taxes	
Purchased Transportation	
Operating Lease Expenses	
Miscellaneous Expenses	\$270.00
Special & Extraordinary	

Fare Revenue	
Fixed Route	\$31,307.91
Paratransit	\$9,850.26
Grand Total	\$41,158.17

Combined Operator Statistics	
Operator Productivity %	80.03%

National Transit Database (NTD) Terminology Glossary	
UPT	Unlinked Passenger Trip – A single, one-way passenger boarding.
PMT	Passenger Miles Traveled – Miles traveled during which passengers are on board.
VRM	Vehicle Revenue Mile – Miles traveled when a vehicle is in service and available to collect revenue.
VRH	Vehicle Revenue Hour – Hours traveled when a vehicle is in service and available to collect revenue.
CB	Commuter Bus - A fixed route with limited stops that primarily connects outlying areas with a central city.
MB	Motor Bus - A local fixed route with numerous stops that serves a smaller, defined area.
Total Miles	All miles traveled for any purpose, including service miles, deadhead miles, training miles, and travel to and from the depot.
Total Hours	All hours a vehicle is operated for any purpose, including service hours, deadhead hours, training hours, and travel to and from the depot.

CAC REPORT

February 10, 2026

In spite of the network outage at Skagit station, we were only a few minutes late in convening.

Ridership updates and staff reports were given, along with introduction to the new Customer Service Representative.

Derek is working on great updates to the agency web site, and Sarah has been working with travel trainees and starting to attend her first events, one of them being the February 23rd Walk/Roll event in Sedro-Woolley, which Derek also plans to attend.

Regarding the Skagit Transit advertisement policy, the CAC asks that Skagit Transit market itself as well, leveraging ridership potential. Several years ago, the committee was asked to submit slogan suggestions to use, and over 100 were submitted at the time.

The committee had its final discussion and consensus on 2026 by-laws revisions, and will submit them for review by Skagit Transit.

Discussions are underway with Commissioner Browning regarding the new law allowing for additional ridership on PTBA boards. A meeting is in process of being planned with Intercity Transit staff, to answer questions on how their board of governments has integrated ridership into their decision-making process.

On February 23, the first ever Skagit Walk/Roll event will take place at the Central Skagit Library in Sedro-Woolley, sponsored by Anna Zivarts of Nondriver Alliance, and Mayor Julia Johnson. The Taskar Center's statewide data mapping project will be introduced to city and community planners, Skagit Transit staff members, and to those CAC members who can attend.

Next Meeting, March 10, 4:30 PM at Skagit Station and via Teams.

Respectfully Submitted,

Judy Jones, CAC Chair