

**RECORD OF THE PROCEEDINGS
SKAGIT TRANSIT BOARD OF DIRECTORS**

Wednesday, October 16th, 2024

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

Matt Miller, City of Anacortes, Mayor (Chair)
Julia Johnson, City of Sedro Woolley, Mayor
Bill Aslett, City of Burlington, Mayor
James Stavig, City of Burlington, Councilmember
Tracy Cook, Labor Representative (non-voting member)
Peter Donovan, City of Mount Vernon, Mayor
Lisa Janicki, Skagit County Commissioner

Members Present via Teleconference

Judy Jones, Community Advisory Committee (Chair, non-voting member)
Assessor Danny Hagen attended virtually in the absence of Ron Wesen, Skagit County Commissioner

Members Absent:

Peter Browning, Skagit County Commissioner (Vice-Chair)
Andrew Vander Stope, City of Mount Vernon, Councilmember

Providing Legal Counsel:

Andrew Greene and Kenneth Tseng, Perkins Coie

Staff Present

Zac Wright, Security Supervisor
Jason Kelley, Northwest Technology
Jennifer Davidson, Director of HR and Risk Management
Dan Heverling, Director of Finance
Crystle Stidham, Chief Executive Officer
Larissa Farrell, Clerk of the Board

Staff Present via Teleconference:

Chris Arkle, Finance/Accounting Manager; Wanda Blunt, Payroll Coordinator; Stevie Matthews, Planning and Outreach Manager; Eric Esparza, Capital Projects Manager; Greg Latham, Director of Maintenance and Operations

Members of Public Present

Members of the Public Present via Teleconference:

"Public", "000000", "Baggins", "Ray", "Ro", "Sammy", "Soren", "Whse", "Zoom user", "1208308876", "iphoneEE2", "kelly"

1 Public Comment:

No public comment was made.

2 Consent / Action Items:

- a) Approval of September Meeting Minutes
- b) Approval of Claims and Payroll
- c) Approve August Budget Update

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

3 Full Discussion/Action Items:

- a) Approve Skagit Transit Continuity of Operations Plan
Ms. Stidham read the report as stated in the packet.

Ms. Janicki moved to approve the Continuity of Operations Plan. Mr. Aslett seconded the motion. The motion passed unanimously.

- b) Approve Public Transportation Agency Safety Plan
Ms. Stidham read the report as presented in the packet.

Mr. Stavig moved to approve the Public Transportation Agency Safety Plan. Mr. Donovan seconded the motion. The motion passed unanimously.

4 Information Items

- a) CEO Update
- b) September Ridership Report
- c) CAC October Report

Mayor Miller adjourned the meeting at 11:25 a.m.

Attest:

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Matt Miller, Chair Skagit Transit Board of Directors

Signed by:


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Larissa Farrell, Clerk of Skagit Transit Board