



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

Skagit Transit Board of Directors Agenda

Regular Meeting
January 15th, 2025
11:00 a.m.

Join virtually at: https://teams.microsoft.com/l/meetup-join/19%3ameeting_M2FIM2Q2NjQtZmFIZi00ZGQzLTlhMzQtNjJiMmQzM2JmN2Zh%40thread.v2/0?context=%7b%22Tid%22%3a%22b61c4546-40b4-4269-b283-d4dcca48b39d%22%2c%22Oid%22%3a%229f31e5c8-e211-4593-a454-1fd4f2719d7b%22%7d

Meeting ID: 276 032 447 358
Passcode: FH3LA7pn

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF MEMBERS
4. PUBLIC COMMENT
5. NEW BUSINESS: WELCOME NEW COUNCILPERSONS CAROLYN MOULTON AND JOE BURNS
6. 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 December Meeting Minutes | Page 3 |
| b) Approval of Claims and Payroll | |
| November Payroll Direct Deposit and Checks #17213-17220..... | \$1,302,667 |
| November Direct Federal withholding transfer..... | \$270,940 |
| November Claims Checks and ACH #2911-3052..... | \$888,372 |
| c) Approve November Budget Update..... | Page 6 |

7. FULL DISCUSSION / ACTION ITEMS
 - a) Approve Resolution 2025-1 Fiscal Year 2025 Capital Budget..... Page 7
 - b) Approve Resolution 2025-2 Authorization for Disposal of Surplus Vehicles..... Page 11
 - c) Approve Payroll Position Reclassification..... Page 14

8. INFORMATION ITEMS
 - a) Employee Recognition
 - b) CEO Update
 - c) Bus and Bus Facilities grant for MOA2..... Page 15
 - d) December Ridership Report..... Page 16

9. ADJOURNMENT

Skagit Transit Board of Directors Officers

Commissioner Peter Browning..... Chair Commissioner Lisa Janicki..... 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
Anacortes 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, December 18th, 2024

The Skagit Transit Board of Directors met in a regular Meeting in Burlington, WA. Due to a technical error in the Zoom conference interface, the meeting failed to record. Commissioner Peter Browning, appointed representative for Board Chair Mayor Miller for the December 2024 meeting, 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 (Vice-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
Ron Wesen, Skagit County Commissioner

Members Present via Teleconference

Lisa Janicki, Skagit County Commissioner
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Absent:

Matt Miller, City of Anacortes, Mayor (Chair)
Andrew Vander Stope, City of Mount Vernon, Councilmember

Providing Legal Counsel:

Kenneth Tseng, Perkins Coie

Staff Present

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

Staff Present via Teleconference:

Abby Bissell, HR Generalist
Kelly Myiow, hR Generalist

Members of Public Present

Linnea and Ray McCord; Joan Burns; Kelly Moss; Brett Tacker; Mike Kerr; Colleen Kennedy; Judy Billings; Michael Barth; Alyssa Stamey; Suzanne Rohner; Xchua Mu

Members of the Public Present via Teleconference:

Joe Kunzler
Chris Jones
B Tinges
Sammy
Public
1208308876

1 Executive Session – Potential Litigation - RCW 42.30.110(1)

The board met in an executive session to review potential litigation. Mr. Browning stated that the Board would meet for 10 minutes from 11:03 a.m. to 11:13 a.m. The Board resumed the regular meeting at 11:13 a.m.

2 Public Comment

Public comment was made.

3 New Business: Vote for 2025 Vice-Chair of Skagit Transit Board of Directors

- New Chairperson: Peter Browning, Skagit County Commissioner
- New Vice-Chair: Lisa Janicki, Skagit County Commissioner

Mr. Wesen moved to approve Peter Browning as Chair and Lisa Janicki as Vice-Chair of Skagit Transit Board of Directors for 2025. Mr. Stavig seconded the motion. The motion passed unanimously.

4 Consent / Action Items:

- a) Approval of November Meeting Minutes
- b) Approval of Claims and Payroll
 - October Payroll Direct Deposit and Checks #17206-17211
 - October Direct Federal withholding transfer
 - October Claims Checks and ACH #2765-2910
- c) Approve October Budget Update
- d) Approve Mediation Settlement from TCF Liability Insurance*
- e) Approve Fare Free Service for Veterans Stand Down Event
- f) Approve Revised Personnel Policy Manual

***Mr. Aslett moved to take “d) Approve Mediation Settlement from TCF Liability Insurance” out of Consent/Action Items and move it into Full Discussion/Action Items.**

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

5 Full Discussion/Action Items:

- a) *Approve Mediation Settlement from TCF Liability Insurance (moved out of consent and into action items)

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

Mr. Stavig moved to approve the Mediation Settlement from TCF Liability Insurance. Mr. Donovan seconded the motion. The motion passed unanimously.

- b) Approve Allied Security Services Contract #24-026

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

Mr. Aslett moved to approve the Allied Security Services Contract #24-026. Ms. Johnson seconded the motion. The motion passed unanimously.

- c) Approve Skagit Station Lease Agreement #23-033 between Skagit Transit and National Railroad Passenger Corporation (Amtrak)

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

Mr. Stavig moved to approve the Skagit Station Lease Agreement #23-033 between Skagit Transit and National Railroad Passenger Corporation (Amtrak). Mr. Wesen seconded the motion. The motion passed unanimously.

- d) Approve A/E Services Agreement #23-018-F for MOA2 Design Phase 2 and 3

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

Ms. Janicki moved to approve the A/E Services Agreement #23-018-F for MOA2 Design Phase 2 and 3. Mr. Aslett seconded the motion. The motion passed unanimously.

- e) Approve Agreement Extension with Perkins Coie LLP

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

Mr. Wesen moved to approve Agreement Extension with Perkins Coie LLP. Mr. Stavig seconded the motion. The motion passed unanimously.

- f) Approve HB Hansen Change Orders 12 and 13

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

Ms. Janicki moved to approve HB Hansen Change Orders 12 and 13, conditional that we update the report to read “Contract Time for Substantial Completion extended 31 Calendar Days, to August 13th, 2024”, not 2025. Mr. Aslett seconded the motion. The motion passed unanimously.

- g) Approve Resolution 2024-13 Fiscal Year 2024 Budget Amendment

Ms. Stidham read the report as presented in the packet and PowerPoint presentation.

Mr. Aslett moved to approve Resolution 2024-13 Fiscal Year 2024 Budget Amendment. Mr. Stavig seconded the motion. The motion passed unanimously.

- h) Approve Resolution 2024-14 Fiscal Year 2025 Budget

Ms. Stidham read the report as presented in the packet and PowerPoint presentation.

Ms. Janicki moved to approve the operating budget as listed in Resolution 2024-14 Fiscal Year 2025 Budget, but strike the capital budget and present a revised capital budget to the board in the January 2025 meeting. Mr. Aslett seconded the motion. The motion passed unanimously.

- i) Approve FY22 & FY23 FTA Buses & Bus Facilities Formula (5339(a)) Annual WSDOT Pass-Through

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

Mr. Stavig moved to approve FY22 & FY23 FTA Buses & Bus Facilities Formula (5339(a)) Annual WSDOT Pass-Through. Mr. Donovan seconded the motion. The motion passed unanimously.

- j) Approve Purchase of One (1) Staff Vehicle

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

Mr. Stavig moved to approve the Purchase of One (1) Staff Vehicle. Mr. Aslett seconded the motion. The motion passed unanimously.

- k) Approve 2025 Slate of Officers for CAC

Mr. Browning read the report as presented in the packet.

Mr. Aslett moved to approve the 2025 Slate of Officers for CAC. Mr. Donovan seconded the motion. The motion passed unanimously.

- l) Approve Written Public Comment Only at ST BoD Meetings

Ms. Stidham offered to revise the report as presented in the packet and proposed including verbal public comments in person.

After much discussion, the board rejected Written Public Comment Only at Skagit Transit BoD Meetings and suggested Skagit Transit draft a policy for board approval at future meetings.

6 Information Items

- a) CEO Update
- b) October Ridership Report
- c) November Ridership Report
- d) December CAC Report

Peter Browning adjourned the meeting at 12:43 p.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 November 2024

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

Revenues:**Sales Tax Received:**

November	2024	2023	2022
	1,534,386	1,495,234	1,494,792

Grant Revenue:

Federal Operating	-
Federal Capital	-
Local Operating	-
State Operating	-
State Capital	-

Fare Revenue:

	2024	2023	2022	2021
November	45,810	54,644	52,644	52,187
Yrly-Budget	718,000	684,500	592,964	545,000
Mon-Budget	59,833	57,042	49,414	45,417

Expenses**Payroll**

Operators' Salaries	November	YTD	Budgeted
Operators' Salaries	446,647	4,273,189	5,222,918
Operators' Overtime	56,441	596,254	445,000

Non-Operators' Salaries

Non-Operators' Salaries	440,599	4,712,061	5,876,984
Non-Operators' Overtime	421	44,671	79,160

Capital

Route Improvements	-
Skagit Station	-
Park & Ride	-
Revenue Equipment	-
Service Equipment	-
Vanpool Equipment	-
MOA 2	42,459
Bldgs. - MOA	-
Garage/Shop Equipment	-
Office Furniture/Equip.	-
Intangible Asset - SW	-
Communications & IS	-

Ending Cash:

November 2024	November 2023	November 2022
4,321,607	4,532,799	5,918,711

Reserves:

	November 2024	November 2023	November 2022
Operating	5,593,083	5,320,047	5,071,266
Facilities	10,400,000	10,400,000	10,400,000
Capital			
Replacement	5,649,068	4,865,707	4,150,833
Non-Designated	1,675,586	1,593,705	1,519,555
Total	23,317,737	22,179,459	21,141,654

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



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Resolution 2025-1 Fiscal Year 2025 Capital Budget

INFORMATION:

Skagit Transit's 2025 Preliminary Budget was presented for your review during the October 22, 2024, Special Board Meeting. Highlights, projections, and changes to this budget include:

Revenue Highlights:

- \$423,442 grants awarded for equipment
- \$24.9 Million for MOA II to be funded via to be awarded grants

Expense Highlights:

- Total Capital Budget of \$45.14M including:
 - \$1.74M allocated to design and design support for MOA2 construction
 - \$40M allocated to Phases 2 & 3 of construction
 - \$3.4M for capital vehicle, equipment, and route improvements

RECOMMENDATION:

Staff requests approval of Resolution No. 2025-1 approving the Fiscal Year 2025 Capital Budget.

RESOLUTION NO. 2025-1

**A RESOLUTION OF THE SKAGIT TRANSIT BOARD OF DIRECTORS
APPROVING OF THE FISCAL YEAR 2025 CAPITAL BUDGET**

WHEREAS, the required public hearing for the budget is to take place prior to adoption on January 15, 2025; and

WHEREAS, on January 15, 2025 the Skagit Transit Board of Directors did approve and authorize the required expenditures for the operation of Skagit Transit.

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED, by the Board of Directors of Skagit Transit, that:

Section 1 The Capital Budget for Skagit Transit for the fiscal year 2025 is hereby adopted and approved as follows:

Capital Projects Summary

Capital Grant Revenues	\$	25,323,442
Capital Expenditures	\$	<u>45,126,524</u>
Total Deficit from Capital Projects	\$	<u><u>(19,803,082)</u></u>
Total Surplus\ (Deficit)	\$	<u><u>(19,801,943)</u></u>

Section 2 If any provision of this Resolution or the application of any person or circumstance is held invalid, the remainder of the ordinance, or the application of the provision to other person or circumstances is not affected.

Section 3 This Resolution shall be in force and take effect on January 16, 2025.

PASSED in open public meeting this 15th day of January 2025.

**SKAGIT TRANSIT
SYSTEM SKAGIT
COUNTY,
WASHINGTON**

Peter Browning, Chair Skagit Transit Board of Directors

Crystle Stidham, Chief Executive Officer

ATTEST TO FORM:

Larissa Farrell, Clerk of Skagit Transit

APPROVED AS TO FORM:

Dannon C. Traxler, Counsel to Skagit Transit

2025 Capital Budget

The following table lists all capital expenses budgeted for fiscal year 2025. Skagit Transit relies on Federal and State Grants to supplement its capital purchases. The 2025 Capital Budget will be funded by grant funds from the FTA and WSDOT.

2025 Capital Budget

	Unit Price	Qty	Total	Will Apply For	Pending Application	Secured*
Revenue Vehicle						
Paratransit Electric Coach Expansion	\$350,000	1	\$350,000		X	
Paratransit Electric	\$350,000	2	\$700,000		X	
Paratransit Propane	\$250,000	3	\$750,000		X	
Capital Engine Replacement	\$62,000	2	\$124,000			X
Total			\$1,924,000	\$ -	\$ 1,800,000	\$ 124,000
Staff Vehicle						
Vehicle Replacement - Operations	\$53,000	1	\$53,000	X		
Vehicle Replacement - Security	\$53,000	2	\$106,000	X		
Vehicle Replacement - Facilities	\$127,000	1	\$127,000	X		
Vehicle Replacement	\$51,080	1	\$51,080			X
Vehicle Expansion - Facilities	\$75,000	1	\$75,000	X		
Total			\$412,080	\$ 361,000	\$ -	\$ 51,080
Garage/Shop Equipment						
Paratransit Electric Chargers	\$37,694	3	\$113,082		X	
Total			\$113,082	\$ -	\$113,082	\$ -
Route Improvements						
ADA Transition	\$150,000	1	\$150,000	X		
Bus Shelters	\$372,362		\$372,362			X
Total			\$522,362	\$150,000	\$ -	\$372,362
Skagit Station/Park&Ride						
Chuck-a-nut Re-Seal Parking Lot	\$100,000	1	\$100,000	X		
SMV Re-Seal Parking Lot	\$80,000	1	\$80,000	X		
SS Re-Seal Parking Lot	\$40,000	1	\$40,000	X		
HVAC	\$100,000	1	\$100,000	X		
Security Doors	\$20,000	5	\$100,000			X
Total			\$420,000	\$ 320,000	\$ -	\$100,000
MOA II						
Phases 2 & 3 Construction	\$40,000,000	1	\$40,000,000	X		X
Architect - Design Support for Construction	\$1,200,000	1	\$1,200,000			X
Architect - Finish Design 100%	\$535,000	1	\$535,000			X
Total			\$41,735,000	\$ 7,900,000.00	\$ -	\$ 33,835,000
Total Capital Budget			\$ 45,126,524	\$ 8,731,000.00	\$ 1,913,082.00	\$ 34,482,442.25

*Secured via local funds and/or grants



TO: Skagit Transit Board of Directors

FROM: Crystle Stidham, Chief Executive Officer

SUBJECT: Approve Resolution 2025-2 Authorization for Disposal of Surplus Vehicles

INFORMATION:

Skagit Transit identified 10 vehicles that have met the Useful Life Benchmark (ULB) and are now surplus to Skagit Transit's Rideshare/Staff vehicles fleet and Revenue vehicle fleet. In accordance with Skagit Transit's policy and procedures for disposition of surplus property, all vehicles will be prepared for sale through an open or sealed bid auction.

Pursuant to RCW 46.70, the auctioneer shall be a licensed and bonded vehicle dealer. The only such auction house in close proximity to Skagit Transit for transferring the vehicles is Bellingham Public Auto Auction, LLC. The scheduled auction date is February 1-10, 2025, and then March 1-10, 2025.

RECOMMENDATION:

Skagit Transit staff is asking the board to authorize the Chief Executive Officer to dispose of surplus vehicles by process of auction and transfer of agency program support.

Budget Impact

No Budget Impact

RESOLUTION NO. 2025-2

A RESOLUTION OF SKAGIT TRANSIT BOARD OF DIRECTORS AUTHORIZING THE SURPLUS OF EQUIPMENT

WHEREAS, RCW 43.19.1919 authorizes the sale, donation, or exchange of property that is no longer used; and

WHEREAS, Resolution No. 62 of the Skagit Transit System details the policy and procedures for disposition of surplus property; and

WHEREAS, Skagit Transit has identified the following vehicles to be excess equipment:

Vehicle #	Year	Make	Model	VIN #	Mileage
418	2018	Ford	Transit	1FBZX2YM9JKB41911	143,113
940	2011	Dodge	Grand Caravan	2D4RN4DG4BR647083	143,898
946	2011	Dodge	Grand Caravan	2D4RN4DGXBR647086	159,893
947	2011	Dodge	Grand Caravan	2D4RN4DG8BR647085	167,171
948	2012	Dodge	Grand Caravan	2C4RDGCG6CR353740	183,414
1026	2015	Dodge	Grand Caravan SXT	2C4RDGCG6FR659700	116,823
091	2009	NABI	31LFW-01	1N93136669A140004	582,934
093	2009	NABI	31LFW-01	1N931366X9A140006	628,397
094	2009	NABI	31LFW-01	1N93136619A140007	634,771
096	2009	NABI	31LFW-01	1N93136659A140009	595,058

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED, that the Skagit Transit Board of Directors hereby authorizes the surplus and disposal of the above referenced equipment in a manner consistent with Skagit Transit Resolution No. 62 (policy on surplus and disposal of Skagit Transit property).

PASSED in open public meeting this 15th day of January 2025.

**SKAGITTRANSIT
SYSTEM SKAGIT
COUNTY,
WASHINGTON**

Peter Browning, Chair Skagit Transit Board of Directors

Crystle Stidham, Chief Executive Officer

ATTEST TO FORM:

Larissa Farrell, Clerk of Skagit Transit

APPROVED AS TO FORM:

Dannon C. Traxler, Counsel to Skagit Transit



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Approve Payroll Position Reclassification

INFORMATION:

Skagit Transit has recently transitioned to a new payroll system which required an assessment of staffing needs for payroll duties. With the adoption of the new payroll system, the duties of the position have changed. To maximize efficiency within the organization, and being mindful of budget impacts, staff propose adding leave administration duties and responsibilities to the payroll coordinator position and transitioning this position to the Human Resources Department.

Below is a summary of changes:

- Staff is recommending that the Payroll Coordinator position be reclassified to the position of Payroll and Leave Administrator.
- This position will be reassigned to report to the Director of Human Resources and Risk Management.
- There will be no financial impact on the budget.

RECOMMENDATION:

Staff recommend the Board approve the reclassification of this position to become the Payroll and Leave Administrator assigned to the Human Resources Department.

BUDGET IMPACT:

There will be no additional budget impact.



TO: Skagit Transit Board of Directors
FROM: Crystle Stidham, Chief Executive Officer
SUBJECT: Grant Applications & Match Commitments

SUMMARY:

Grant funding typically requires some level of matching funds from the requestor to demonstrate local commitment to the project. The amount required varies by funder and funding source and is outlined in the published notice of funding opportunity. As part of applications, we must identify the amount and source. We continue to seek grant funding to support service delivery and construction of MOA2. To keep the Board of Directors aware of grant applications and match requirements, the information below is provided to ensure clarity of future financial commitments should we receive an award.

The table below identifies the grant applications with their respective grant program, scope, funding request, and match commitments.

Grant Applications

Grant Program	Application Scope	Total Project Cost	Funding Request	Match Percent	Match Required
WSDOT FY 25 -27 Buses & Bus Facilities	MOA2 Phase 2 (interior of building A) & (1) Expansion BEB Paratransit Vehicle	\$15,012,853	\$9,103,385	39%	\$5,909,468*
	Four Heavy-duty Coaches	\$4,152,500	\$3,529,625	15%	\$622,875
L&I Safety and Health Investment Projects (SHIP)	Driver Protection Systems - Pilot Barriers	\$150,000	\$150,000	TBD	\$
TOTAL		\$19,315,353	\$12,783,010		\$6,625,272

RECOMMENDATION:

No recommendation is requested at this time.



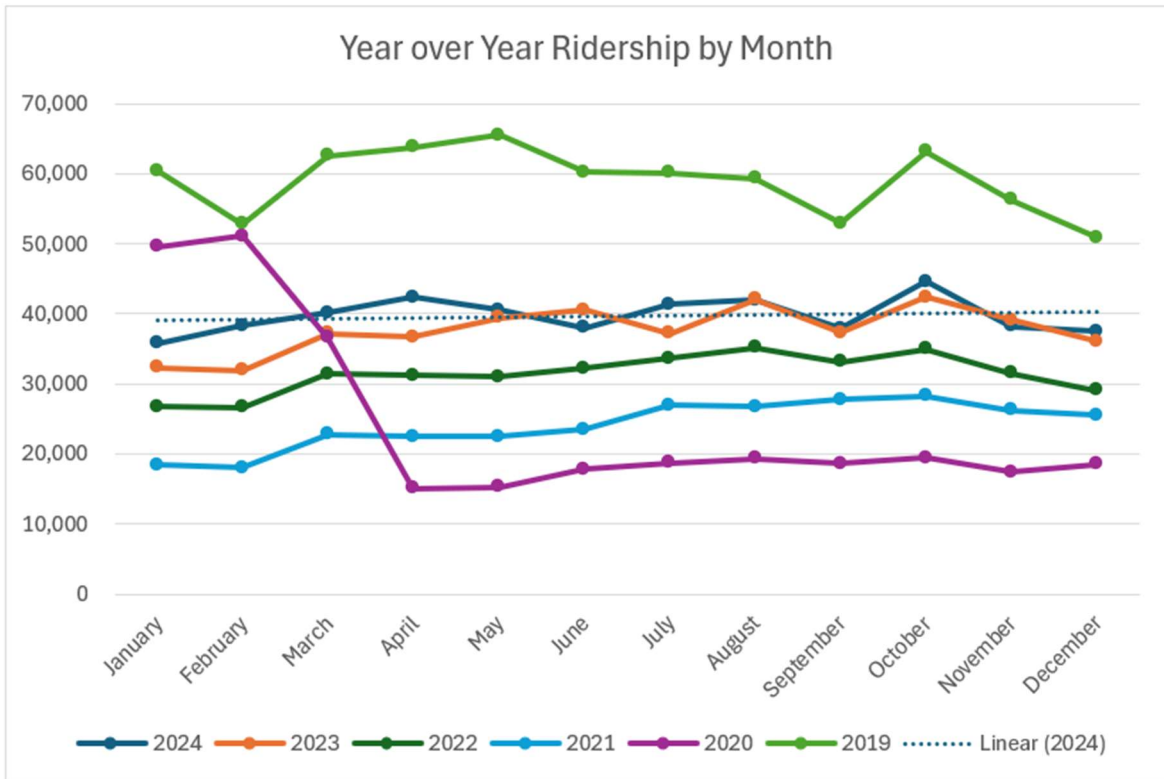
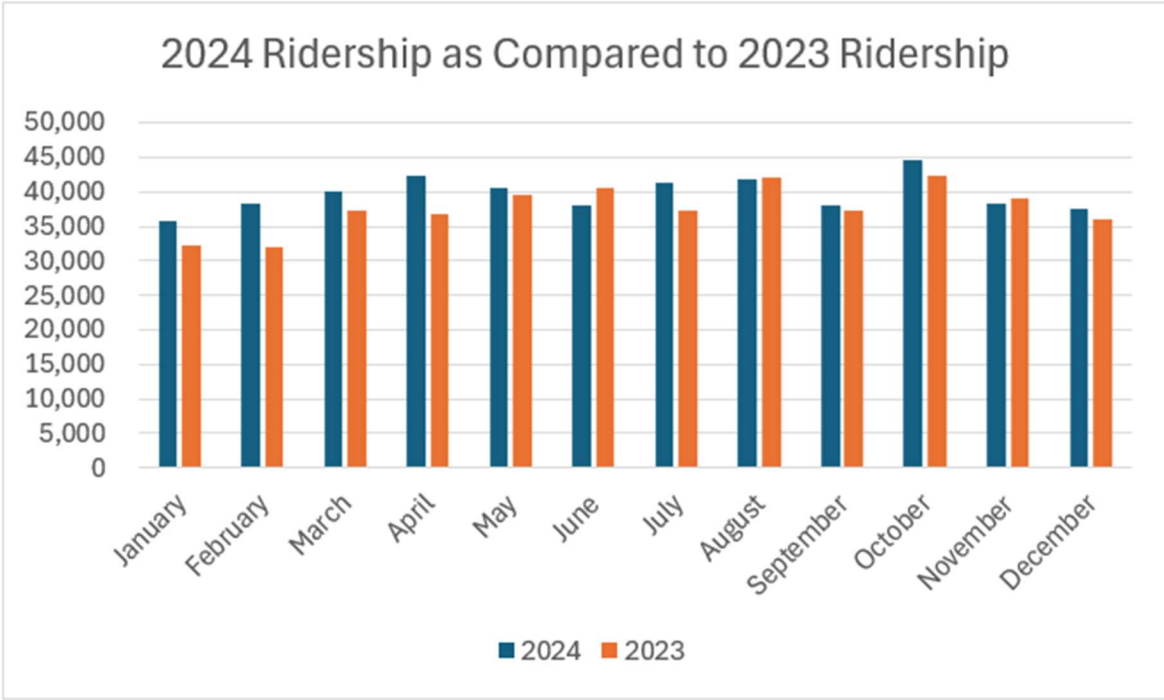
DECEMBER 2024 Performance Report

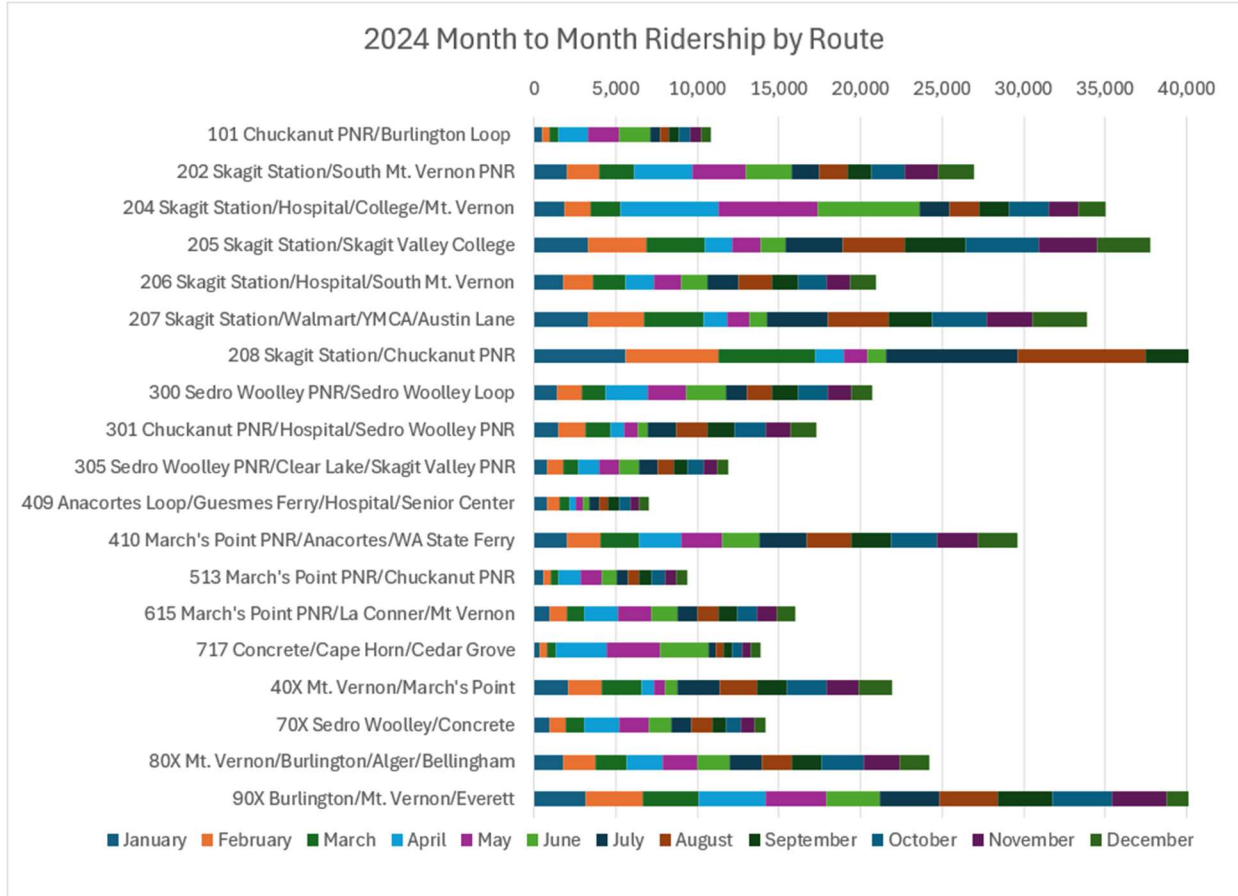
Ridership Comparison: Fixed Route

Month to Month	Actual	% Change 2024 vs	YTD	Actual	% Change 2024 vs
2024	37,547	-----	2024	478,463	-----
2023	36,035	4%	2023	452,091	5.83%
2019	50,898	-26.23%	2019	708,083	-32.43%

			PPH	Cost per Trip	% of Wkdy Ridership	% of Wkdy Rev Hrs	% of Wkdy Total Hrs	
Average Weekday Ridership:	2023	1,514	40X	6.2 \$ 24.86	5.44%	4.37%	7.74%	
	2024	1,572	70X	2.1 \$ 74.60	2.03%	4.88%	9.90%	
Average Saturday Ridership:	2023	228	80X	7.6 \$ 20.31	4.92%	3.22%	7.20%	
	2024	159	90X	4.9 \$ 31.91	9.48%	9.76%	25.43%	
Average Sunday Ridership:	2023	184	101	1.9 \$ 82.29	1.69%	4.48%	3.86%	
	2024	191	202	5.5 \$ 27.98	6.11%	5.52%	5.03%	
Passengers Per Hour:			204	4.0 \$ 38.36	4.55%	5.63%	5.63%	
Weekday	5.1		205	8.6 \$ 18.06	8.98%	5.23%	3.19%	
Saturday	4.5		206	4.3 \$ 36.02	4.26%	4.95%	3.76%	
Sunday	4.2		207	5.9 \$ 26.27	9.00%	7.63%	8.08%	
System	5.0		208	8.2 \$ 18.91	15.06%	9.19%	7.06%	
			300	3.5 \$ 44.50	3.32%	4.77%	5.15%	
			301	3.6 \$ 42.45	4.23%	5.79%	5.09%	
			305	2.5 \$ 62.68	1.86%	3.76%	6.06%	
Average Weekday Ridership (Connect)	2023	1,767	409	2.5 \$ 61.53	1.72%	3.42%	3.46%	
	2024	1,700	410	7.2 \$ 21.44	6.63%	4.59%	4.62%	
Average Weekday Ridership (Urban):	2023	1,744	513	2.1 \$ 72.45	1.82%	4.27%	7.77%	
	2024	1,751	615	3.4 \$ 46.05	3.05%	4.53%	7.35%	
			717	1.9 \$ 83.00	1.50%	4.02%	6.24%	
Average Weekday Ridership (Rural):	2023	534	<i>Umo Unknown rides</i> 4.35%					
	2024	783	Average:	5.0 \$ 30.97				

Fixed Route Highlights





Ridership Comparison: Paratransit

Month to Month	Actual	YoY	YTD	Actual	YoY
2024	5,575	-----	2024	68,651	-----
2023	5,345	4.30%	2023	53,400	28.56%
2019	6,157	-10.44%	2019	75,496	-9.97%

Paratransit On Time Performance: 97%

Passenger Information

<i>Clients</i>	93.31	%
<i>Companions</i>	0.00	%
<i>Attendants</i>	3.03	%
<i>Others</i>	3.66	%
<hr/>		
<i>Pass. Per Trip</i>	1.04	
<i>Average Length</i>	33.16	Minutes
<i>Average Distance</i>	6.50	Miles
<i>Transferred Passengers</i>	0	

Hours Allocation

<i>Total</i>	3501.10	Hours
<i>Deadhead</i>	11.67	%
<i>Service</i>	88.33	%
<i>Live</i>	88.01	%
<i>Brk, Luch, or Out</i>	0.32	%
<i>User defined breaks</i>	0.32	%

Requested Trip Information

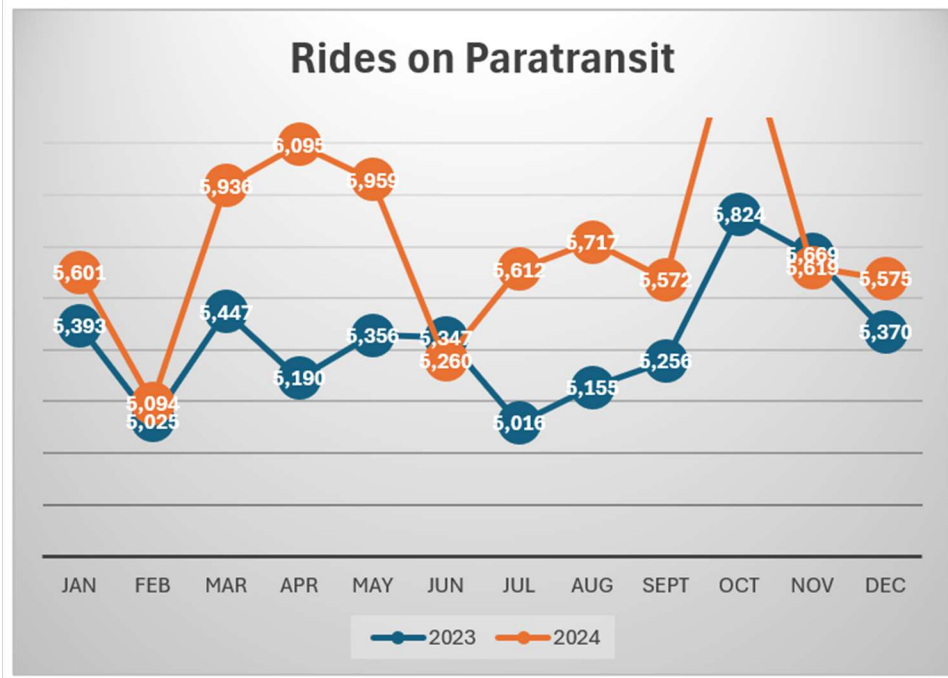
<i>Total Requested</i>	7072	<i>No Shows</i>	72
<i>Unscheduled</i>	3	<i>Cancel CD</i>	82
<i>Unscheduled</i>	0.04%	<i>No Shows</i>	2.18 %
<i>Cancel Adv.</i>	616		
<i>Late Cancels</i>	335	<i>No Shows Other</i>	0
<i>Same Day</i>	455	<i>Cancel Other</i>	52
<i>Site Closure</i>	210	<i>Missed</i>	0
<i>User Error</i>	47	<i>MissedT</i>	0
<i>Cancels</i>	24.25%	<i>Missed</i>	0.00 %

Miles Allocation

<i>Total</i>	43274.2	Miles
<i>Deadhead</i>	16.01	%
<i>Service</i>	83.99	%
<i>Live</i>	83.75	%
<i>Brk, Luch, or Out</i>	0.24	%
<i>User defined breaks</i>	0.08	%

Vehicle Type

	Paratransit		Fixed Route	
	Cash	Umo	GFI	Umo
	2,434	3,141	27	1,324
Passenger Total		5,575		1,351
Total Paratransit Ridership	6,926			



Fare Report:

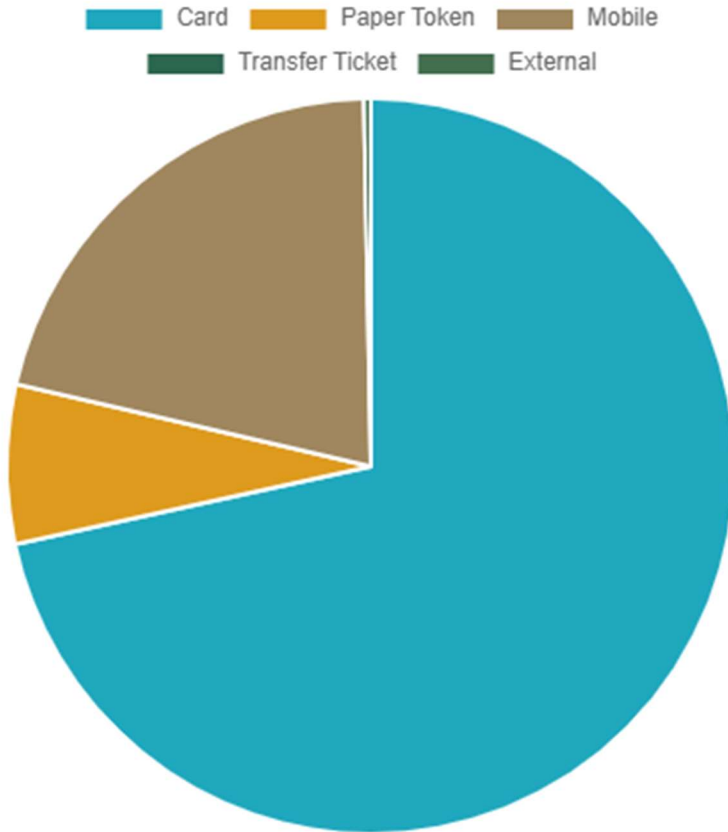
Fare Report: *Cash, GFI and Umo fares collected on fixed route and paratransit by service type*

	Paratransit	Full Fare	Reduced Fare		Free Rides	
			Univ Passes	Seniors/ PwD	Courtesy & PCA	Youth
Fixed Route	1351	18957	538	9404	1781	5426
Paratransit	5409	82	0	26	0	58
TOTAL	6760	19039	9968		7265	
<i>Percent of Total Ridership</i>	15.7%	44.2%	1.3%	21.9%	4.1%	12.7%

Skagit Transit

Fare Payments by Media Type

Media Type	Count	Percentage
Card	2,987	71.61%
Paper Token	291	6.98%
Mobile	880	21.10%
Transfer Ticket		
External	13	0.31%
4,171		100.00%



Monthly Maintenance Facts and Figures

Diesel Fuel Consumed	21,830 Gallons
Propane Fuel Consumed	8,333 Gallon Equivalent

WEEKLY REVENUE HOURS			
	WEEKDAY	SATURDAY	SUNDAY
40X	283.57	39.23	
70X	331.47	29.28	
80X	166.47	26.85	45.02
90X	633.47	39.18	49.13
101	247.43	34.83	48.73
202	314.52	39.97	53.52
204	314.43	58.75	42.85
205	308.95	23.15	54.70
206	282.68	39.33	43.82
207	480.28	39.18	44.45
208	523.08	71.42	84.53
300	278.05	34.77	39.42
301	337.13	42.35	48.60
305	204.72	30.80	42.07
409	215.12	37.55	
410	215.12	38.10	
513	315.27		
615	293.63	41.42	
717	286.25	11.15	
TOTAL	6031.64	677.31	596.84
TOTAL MONTHLY FIXED ROUTE REVENUE HOURS			7305.79
TOTAL MONTHLY PARATRANSIT REVENUE HOURS			3092.70

WEEKLY REVENUE MILES			
	WEEKDAY	SATURDAY	SUNDAY
40X	6773.70	875.10	
70X	8976.40	803.20	
80X	4724.30	794.20	1325.30
90X	21886.50	1347.80	1684.80
101	2895.50	407.20	509.10
202	3840.80	497.60	632.70
204	4412.10	545.10	607.70
205	2410.50	337.40	403.30
206	2873.10	411.00	427.00
207	6804.90	546.10	633.20
208	5382.20	728.40	858.90
300	4011.50	492.60	582.30
301	3953.70	505.70	573.00
305	4413.50	681.60	894.80
409	2912.60	506.20	
410	4109.20	450.60	
513	7672.10		
615	6381.80	875.70	
717	5920.30	246.30	
TOTAL	110354.70	11051.80	9132.10
TOTAL MONTHLY FIXED ROUTE REVENUE MILES			130538.60
TOTAL MONTHLY PARATRANSIT REVENUE MILES			36345.00