

April 10, 2019
Hood River County Transportation District
Board of Directors Meeting
224 Wasco Loop
Hood River, OR 97031

Board Meeting Attendees: Mark Reynolds, Leticia Valle, Marbe Cook, Jake Bolland, and Leanne Hogie.

Absent: Rob Brostoff; Teresa Ocampo

Staff: Patty Fink, Ty Graves, and Teresa Gallucci of Our Team Accounting;

Others: Jason Kelly, ODOT and Via Phone Julie Stephens.

Calling meeting to order (8:00am)

Approvals of Minutes:

Patty Mentions that the March Retreat Minutes are still outstanding but the February 2nd Minutes are available for approval. Mark calls the motion to approve minutes from February. Leanne, Rob seconds the motion. The motion is approved unanimously

Director's Report

Software: Ty gives a brief overview of our experience with the Routing Box software – they were unable to meet our expectations and so in March we returned to Ecolane. On the positive, drivers now really like Ecolane. Administrative Staff got to see that no scheduling software is perfect and Ops staff learned a lesson about the importance of a through procurement process. On the negative it was a somewhat expensive lesson – we spent about \$3000 making the switch and switching back.

Trolley: Patty Presented at the City of Hood River Urban Renewal Meeting. There was interest in the Trolley but no real commitment. General upshot is that the City might be interested in assisting (maybe with match) to purchase a trolley vehicle. On the upside, the Trolley funding for service this year is in the City Budget. Pacific Source will not match this year, but we are trying to work with Providence. Upshot is that we may need to begin after June 15th but will have some weekend service again this year.

Marketing: Blue Collar has finished their information gathering phase and should be ready to present concepts to staff in two weeks and to the Board at their May meeting.

Ridership: Ty presented the ridership numbers. Feb and March were lower due to snow, but the first part of April was strong. Ridership on the City Route was particularly good we've almost doubled ridership since we started a year ago.

Old Business

Adoption of Updated Policy Documents: Patty noted that all the Board Members had been provided copies of the updated policy documents and that the consultants had weighed in on changes. The Board, assuming no changes, would formally adopt them, Jake moved to adopt, Mark seconded. Leanne raised issue about executive director being able to sign \$250,000 or less contracts and wanted to make sure the word "Grant" was added. Vote passed unanimously. Board also approved that Patty would work directly with Leanne to get Board signature on all the policy documents.

Supplemental Budget: Patty provided the Committee an overview of the supplemental budget – outlining where revenues and expenditures had changed. The largest changes were associated with the Board's approval of the Commuter Bus Service – but other things – staff severance, reduced Ad revenue, marketing contract, etc. would also play a role. Patty, however, expected to be very much on target with the net revenue line (-50K) outlined in the initial budget.

Budget Committee: Patty indicated three Budget Committee member positions were open. The Board was asked to identify community members who might like to participate. Patty noted that we would begin end of April/early May depending on Committee schedules. Patty presented the initial budget message and budget draft. The Board talked briefly about FY20 goals and the draft budget format.

Columbia Gorge Express Transition & Application: The Board had an extended conversation with Jason Kelly from ODOT regarding the CGE Transition, the associated work scope and STIF Discretionary Application.

Board felt the approach that ODOT was taking was that we were contractors rather than Board's understanding that CAT was taking on the service. Understood that ODOT had some skin in the game, but that some of scope seemed premature given we hadn't even been awarded the funds. Board also noted, that they had heard that there was some concern that ODOT was making a decision to underfund the proposal. CAT was not at all sure they would take on the service if they weren't fully funded. CAT had been underfunded for years in the I-84 corridor – they were not in a financial position to provide regional services. Board also mentioned that they had implemented Commuter Bus service as a way to show ODOT need was there, but that they would not continue to provide this service if there was no funding.

Jason noted that the transition scope was still in draft format. It was designed to help CAT/ODOT transition the service in a timely and efficient manner. Jason noted that ODOT was open to having CAT input and also to change the scope so it better met their needs.

The Board indicated that they would provide a formal memo to Jason regarding the scope.

Motion to close meeting is made by Marbe at 10:44am, Mark seconds the motion and board agrees unanimously.