

August 20, 2019
Hood River County Transportation District
Board of Directors Meeting
224 Wasco Loop
Hood River, OR 97031

Board Meeting Attendees: Mark Reynolds, Marbe Cook, Jake Bolland, Leanne Hogie; Lara Dunn and Rob Brostoff;

Absent: Leticia Valle

Staff: Patty Fink, Ty Graves, Teresa Gallucci of Our Team Accounting; Kerry Cobb, Cobb Consultants.

Leanne calls the meeting to order (9:00am)

Approvals of Minutes:

Mark calls the motion to approve minutes from July. Rob seconds the motion. The motion is approved unanimously

Director's Report

Ridership: Ridership appears to be moving in the right direction. With the high Trolley numbers, CAT is averaging about 5 boarding rides per hour for the month without it's just over 3 BR/month. Both are up since last year overall. There was a brief discussion of how the numbers were presented. It was highlighted that fare box revenue was significantly higher than ridership counts. Patty feels based on fare box revenue that we may still be under counting overall ridership. Patty noted that we will be testing out some passenger counters in September – if they work well, we will purchase them for all vehicles.

Marketing – Kerry Cobb presented an overview of the marketing to date and the Brand launch events that are scheduled. Kerry also noted that there were three public meetings on the proposed changes to CGE. These will be held August 29th in The Dalles, September 5th in Hood River and September 12th at Cascade Locks. Patty also noted that the CGE stakeholders were invited to a public meeting on September 5th in Troutdale.

Finances – Teresa indicated that the financials were pretty consistent with last year. She noted, that revenue was down, but that was likely because ODOT revenues that came in July were drawn on last year's budget. Also, the invoice for the Trolley has yet to be sent.

Patty noted that the STIF funds received in August were reduced by \$33K. This was a last-minute decision by the OTC to cover STF short falls. This was a hit to the overall STIF amount which we had anticipated at \$400K and will likely be closer to \$377K. Patty also noted that she

had learned from ODOT that the STIF discretionary would be treated as reimbursements – there is an on-going discussion with ODOT about how reimbursement will be handled. If it's a quarterly reimbursement as suggested CAT will need to borrow from reserve funds to cover the first three months.

Patty also noted that cash flow was tight and requested that the Board transfer a \$150K property tax revenue into the account to ensure that we have enough to cover expense. A long discussion ensued from the Board Members about our overall financial situation. Patty and Teresa were asked to provide a financial forecast for the future months, based on expected revenues at the next Board Meeting.

Patty noted that the all the monies transferred today will be back in the account by November as tax revenue roll in.

Jake motions to approve the transfer of \$150K from the Reserve funds to the operating account. Mark seconds, the motion is approved unanimously. Patty will not transfer funds unless required.

Patty mentioned that she is currently in discussions with ODOT about fare revenue and how it will be treated. The current contract requires that we reimburse ODOT with any fare revenues earned. Patty notes, that she expects to have more clarity by September.

Parking Committee – Discussion of White Paper 7 – general dismay as to why curb management and transit alternatives were not included in paper. Mark indicated that he would look to meet with Mayor Paul and Kate McBride regarding the City and Transit.

Hwy 35 – Study is out for public review next week. Patty is working on formal application – current discussion is for transit to go to Mount Hood Meadows not Government Camp. Jake was concerned that our current request that MHM provide \$20K was way too low. He agrees to write email suggesting a \$75K partnership is more in line with overall needs.

New Business

New Schedules – Board is provided with a look at the proposed new schedule beginning Nov 1st. Patty notes that schedule changes to The Dalles will allow us to add evening service here. Board agrees that the new schedule should move forward as written.

Motor Coach Wage Gap – Patty discusses the memo regarding the Motor Coach step increase – and issue that the Drivers/Union brought to the attention of the Management. Patty recommends that we include a step increase for the Motor Coach drivers. Market moves to approve the step increase. Rob seconds, motion passes unanimously.

Jake moves to close the meeting, Marbe seconds, Leanne adjourns the meeting at 11:13am.