



**Wednesday, December 15, 2021
Regular Meeting of the Board of Directors
of the Hood River County Transportation District**

**224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00 p.m. – 6:00 p.m. Board of Directors Meeting**

Agenda

The Hood River County Transportation District is taking measures to limit exposure of COVID-19. In support of state and federal guidelines for social distancing, CAT will hold this meeting by using Zoom conferencing technology. Members of the general public can attend by calling **(253) 215-8782, Meeting ID: 835 4371 2669, Password: 564120** or by visiting <https://us02web.zoom.us/j/83543712669?pwd=by91bnd6dDFjRGNwZEc1UHRXUnNzd09>

- 1. Call Meeting to Order – 4:00 p.m.**
- 2. Roll Call:** Lara Dunn - Chair, Leti Moretti – Vice Chair, Darrell Roberts – Secretary/Treasurer, Dr. Meghan Larivee, Greg Pack, Jeff Helfrich, Megan Ramey.
- 3. Approval of November 17, 2021 Minutes – Lara Dunn- 4:05p.m.**
- 4. Public Comment**
*Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. **Please note the following instructions:***
 1. To indicate that you would like to provide testimony, please use the raise your hand button.
 2. For those attending via phone only, press *9 on your phone to raise your hand.
 3. When it is your time to speak, your name will be called.
 - For those attending via phone only, the last four (4) digits of your phone number will be called.
 4. Please state your name, city of residence, and who you are representing for the audio record.
 - Once you have provided testimony, your hand will be lowered. Please do not raise your hand again. Only one opportunity to speak is provided.
 5. For those unable or not wanting to speak publicly, testimony may be provided via e-mail at patty.fink@catransit.org
 6. Three (3) minutes per community member.
- 5. November Financial Report – 4:10p.m.**
- 6. FY2021 Financial Audit – Richard Winkel, Winkel CPA - 4:15p.m.**
- 7. Resolutions & Action Items – 5:00**



- a. Community Advisory Committee Selection
- b. Gorge Medical Shuttle Demonstration Fare

8. Operations Manager's Report – Ty Graves – 5:15 p.m.

- a. Employee of the Month
- b. Performance Report

9. Executive Director's Report – Patty Fink – 5:20 p.m.

- a. Hiring Updates
 - i. Executive Director
- b. TMP Updates
 - i. PEP website & Survey
 - ii. TAC
 - iii. Existing Conditions Report
- c. Infrastructure Bill
- d. Earl Blumenauer Gorge Legislation Bill

10. Executive Session – 192.660 2d - Union Contract- 5:30 p.m.

To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

11. Discussion Items –5:50 p.m.

12. Upcoming Events –5:55p.m.

- a. TAC – mid to late January
- b. CAC – late January or early February
- c. No service December 25th & January 1st

13. Adjournment – 6:00 p.m.

To request a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials, please contact CAT's Administration Office no later than 48 hours prior to the meeting at 541-386-4202 (voice) or 7-1-1 (TTY through Oregon Relay Service).

Take CAT to the Meeting! Call (541) 386-4202 for more information on routes and services that come to the CAT Administrative Offices. Masks are required to be worn while on CAT buses and at CAT offices.

Se Habla Español.



Wednesday, November 17th, 2021
Regular Meeting of the Board of Directors
of the Hood River County Transportation District

224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00 p.m. – 5:30 p.m. Board of Directors Meeting

Meeting Minutes

Board Meeting Attendees:

Board Members: Lara Dunn (Board Chair), Leti Moretti (Board Vice-Chair), Darrell Roberts (Secretary), Dr. Meghan Larivee, Jeff Helfrich, Greg Pack, Megan Ramey

Staff: Patty Fink, Amy Schlappi, Ty Graves

Public: Melvin Richardson, Kathy Fitzpatrick, Tracey Tomashpol, Tiah Mayhew, Valerie Egon

1. Call to Order

Lara called the Board of Directors Meeting to order at 4:00p.m.

2. Roll Call:

Amy took roll call. Lara Dunn (Board Chair), Leti Moretti (Board Vice-Chair), Darrell Roberts (Secretary), Dr. Meghan Larivee, Greg Pack Quorum was met.

Absent: Megan Ramey, Jeff Helfrich

3. Approval of September Board of Directors Minutes

Lara asked for comments on the minutes from the Approval of the October 20, 2021, minutes.
No changes needed.

Motion:

Leti made a motion to approve the October Board of Directors Meeting Minutes. The motion was seconded by Darrell. The motion passed; all members present voted in favor.

4. Public Comment

No public comment was made.

5. Monthly Financial Report - Teresa Gallucci, Our Team Accounting

Teresa apologized for missing last month's meeting, a family member was unexpectedly hospitalized. Teresa discussed the October Financial Overview, by highlighting:

- Cash on hand by the end of October is \$1.2M. This was \$179k more than last month and \$190k more than last year during this time.
- We received \$15k of the District property tax money, expect more to come in.
- Budget is \$200K we are on track to receive at least this amount.

- Grant reimbursements for last quarter have finally all been received.

6. Resolutions & Action Items:

a. Revised Policy for non-profit vehicle advertising:

Amy reviewed the new policy that was provided in the Board packet. No major discussion.

Motion:

Darrell made a motion to approve the new non-profit policy for vehicle advertising. The motion was seconded by Leti. The motion passed with all members present voting in favor.

7. Operations Manager's Report

a. Employee of the Month – Robert Barrick

b. Performance Report:

Ty discussed the performance report provided in the packet. No major issues noted.

8. Executive Director's Report

a. Hiring Updates

- Tiah Mayhew the new Bookkeeper/Administrative Assistant was introduced, her first day will be Nov 23rd.
- Executive Director – Four candidates will be interviewed by the Hiring Committee during the 1st round. Other board members will be invited to be part of the interviews in the 2nd round – which are expected to take place mid-December.

b. TMP Updates

- The Public Engagement Plan draft should be available before the December board meeting. The CAC Application will be on the website, everything is currently translated into Spanish. CAT will have a translator at all public meetings.
- Existing Conditions Report – the report is on track to be finalized early January; draft will be provided to the Board.

9. Executive Session - Discuss Labor Negotiations

Chair Dunn called the Board into Executive Session at 4:23pm – and mentioned that the Executive session would be about 30 minutes long.. Chair Dunn ended the executive session at 4:52pm

10. Board Member Topics for Future Discussion

a. CAT/School District Collaboration:

CAT has had on-going conversations with the School District about coordination opportunities. Some State & Federal regulations (e.g., Charter regulations, etc.) restrict what can be done. Staff feels like this can be a good discussion as part of the Transit Master Plan Update.

b. Bus Wraps on Windows/ Hard to see out the windows:

Darrell noted that he had heard negative feedback about the wraps on vehicles covering windows. Staff noted that this had been the design decision from a previous board. Staff noted the cost of replacing the design now, but that staff can relook at the wrap options as buses are replaced.

11. Upcoming Events

- a. Executive Director Interviews – November 18th & 19th
- b. Thanksgiving Holiday – Closed November 25th & 26th
- c. Hood River Holiday Parade – 12/3 – 5:00pm – Board members invited to join.
- d. December 8th Holiday Party 6-9pm. Board members invited to join and talk/eat with all CAT Employees. Dinner at Kickstand.
- e. December Board Meeting – 12/15 (Audit)
- f. CAT will be closed December 25th and January 1st
- g. CAT will be running weekend service on December 24th & January 31st.

12. Adjournment

Lara asked for a motion to adjourn the meeting.

Motion:

Greg made a motion to adjourn the meeting. The motion was seconded by Meghan Larivee
The motion passed. The meeting was adjourned at 5:08 PM:

The Hood River County Transportation District Board of Directors meeting minutes are *prepared and presented in summary form. Audio recordings of the meetings are on file at CAT and are part of the approved minutes. If you would like to hear the recording from the meeting, please contact Amy Schlappi amy.schlappi@catransit.org or call (541) 386-4202.*

Prepared by: Tiah Mayhew, Bookkeeper & Administrative Assistant

Approved by: Darrell Roberts, Secretary-Treasurer

Management Report

Columbia Area Transit

For the period ended December 31, 2021



Prepared by

Our Team Accounting, LLC

Prepared on

December 10, 2021

Table of Contents

Notes to Financials	3
Balance Sheet – Year Over Year Comparison	4
Income Statement – Year Over Year Comparison	5
Income Statement – Actual vs. Budget Comparison	6
Statement of Cash Flows	7
Bills Paid List	8

**Columbia Area Transit
Financial Statements Variance Analysis
Period Ending: November 30, 2021**

Balance Sheet

Cash Availability - Total available cash at the end of November 2021 was \$1.4m. This is approximately \$221k more than last month and \$142k more than November 2020.

Accounts Receivable – The total \$5k balance for accounts receivable is related to advertising purchased by Tofurky purchased \$5k in advertising that will be paid in three installments. The September and October installment payments have not yet been received. \$3k is passes purchased by Gorge Tourism during the month of November.

Grants Receivable – The total of Grants Receivable balance at November 30th was \$771k. Quarterly reimbursement requests will be submitted in January 2022.

Prepaid Expenses – Total prepaid expenses at the end of November were \$15k. The proportional expense amount recognized during the month for Workers Compensation, software and general liability insurance was \$4k. The balance at the end of November 2020 was \$16k, which was \$10k more than this year. This reduction is due to Ecolane no longer being in use.

Accounts Payable – The amount due to vendors and not yet paid at the end of October was \$13k. All open invoices were paid the first week of December.

Deferred Revenue – A total of \$22k in grant funds from Columbia Gorge Health Council as a one time distribution. These funds will be recognized as revenue as the related expenses are incurred during FY22.

Income Statement

Revenue – Total revenue earned YTD through the end of November was \$1.4m, which is \$695k more than 2020 at this time. The revenue amount budgeted through the end of November was \$1.7m. The \$397k variance is largely due to capital grants for which the purchases have not yet been made, and therefore the revenue has not yet been earned. This is strictly a timing difference between the budget and what has actually occurred YTD.

COG Fuel – Fuel expense YTD through the end of November was \$66k. The amount budgeted was \$110k. Actual expense was \$36k less than budget.

COG Operations - Preventative maintenance, tires, shop supplies and bus repair expenses at the end of November totaled \$60k, which is \$36k more than the prior year and \$28k more than the amount budgeted. Of the total expense incurred, nearly \$20k is due to the transmission replacement required for one of the coaches and related towing and diagnostics.

COG Communication – Dispatch, GPS software and cellular data expenses for the year, through November were \$14k. This is \$2k less than 2020 at this time, and \$1k more than budget.

COG Driver Expenses – As of November 30th driver expenses were \$3k. This is \$1k more than the amount incurred in FY21 at this time but \$3k less than the amount budgeted.

Advertising – Advertising expense through the end of October totaled \$36k. \$40k has been budgeted for the full year. Sending has been intended to coincide with the Covid restriction roll backs.

Grant / Contract Match Funds – The total match funds applied for the year through the end of November was \$21k. The most significant activity in this this area is the contracted labor for Skamania operation assistance in the amount of \$17k. No activity was recorded for 2020. The budgeted amount for activity so far in FY22 was \$17k.

Gross Profit – Gross profit for activity through the end of November was \$1.2m which is \$586k more than last year at this time, but \$391k less than the amount budgeted. Again, the variance is due to the capital grants referenced above not yet having been drawn against.

Administrative Expense – Administration expenses at the end of November totaled \$81k which is \$25k more than last year at this time but \$7k less than the amount budgeted.

Personnel – Personnel costs so far this year totaled \$486k which is \$162k more than last year. It should be noted that FY21 was unusually low due to Covid layoffs. The amount budgeted for expenses through the end of November was \$535k, leaving a positive variance of \$49k.

Capital Outlay – A total of \$15k was expended on capital purchases through the end of November. \$9k was for the installation of three bus shelters and \$5k was for the bus lease. The amount budgeted was \$834k, of which, the substantial amount was to be directed toward the purchase of buses.

Net Income – YTD Net income at the close of November was \$597k, which is \$396k better than FY21 at this time, and \$484k more than the amount budgeted.

Columbia Area Transit

Statement of Financial Position

As of November 30, 2021

	TOTAL			
	AS OF NOV 30, 2021	AS OF NOV 30, 2020 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
1000 C. I. B. - Operating	180,154	281,518	(101,364)	(36.00 %)
1005 C. I. B. - Savings	393,957	400,088	(6,131)	(2.00 %)
1020 C. I. T. - H. R. County	855,493	606,310	249,183	41.00 %
1050 Petty Cash	60	93	(33)	(35.00 %)
Total Bank Accounts	\$1,429,664	\$1,288,009	\$141,655	11.00 %
Accounts Receivable	\$8,220	\$0	\$8,220	0%
Other Current Assets				
1205 Accounts Receivables - Property Tax	11,966	11,966	0	0.00 %
1210 Accounts Receivables - Grants	770,702	0	770,702	
1270 Prepaid Expenses	14,812	16,427	(1,615)	(10.00 %)
1998 Undeposited Funds	0	0	0	
Total Other Current Assets	\$797,480	\$28,393	\$769,087	2,709.00 %
Total Current Assets	\$2,235,364	\$1,316,402	\$918,962	70.00 %
Fixed Assets	\$3,405,556	\$3,405,556	\$0	0.00 %
TOTAL ASSETS	\$5,640,920	\$4,721,957	\$918,962	19.00 %
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	\$13,855	\$22,707	\$ (8,853)	(39.00 %)
Credit Cards	\$1,961	\$5,939	\$ (3,979)	(67.00 %)
Other Current Liabilities				
2001 Accounts Payable - Audit Adj	0	0	0	
2205 Deferred Revenue - Grants	22,500	0	22,500	
2500 Accrued Payroll	0	0	0	
2501 Accrued PTO	29,924	34,291	(4,366)	(13.00 %)
Total Other Current Liabilities	\$52,424	\$34,291	\$18,134	53.00 %
Total Current Liabilities	\$68,240	\$62,937	\$5,302	8.00 %
Long-Term Liabilities	\$4,255,719	\$4,255,719	\$0	0.00 %
Total Liabilities	\$4,323,959	\$4,318,656	\$5,302	0.00 %
Equity	\$1,316,961	\$403,301	\$913,660	227.00 %
TOTAL LIABILITIES AND EQUITY	\$5,640,920	\$4,721,957	\$918,962	19.00 %

Columbia Area Transit

Statement of Activity

July - November, 2021

	TOTAL			
	JUL - NOV, 2021	JUL - NOV, 2020 (PY)	CHANGE	% CHANGE
Revenue				
4001 Fare Revenue	89,047	13,722	75,325	549.00 %
4100 Contract Revenue	5,581	7,368	(1,787)	(24.00 %)
4200 Federal Funds	251,488	69,111	182,376	264.00 %
4700 State Funds	851,842	418,919	432,923	103.00 %
4870 Local Assistance	9,673	183,019	(173,346)	(95.00 %)
4900 Other Revenue	182,841	2,805	180,037	6,419.00 %
Discounts/Refunds Given	(690)	258	(948)	(368.00 %)
Uncategorized Income	478		478	
Total Revenue	\$1,390,259	\$695,202	\$695,058	100.00 %
Cost of Goods Sold				
5005 Vehicle Expense	912	832	80	10.00 %
5019 Fuel	65,720	38,526	27,194	71.00 %
5020 Operation Expenses	59,988	24,430	35,558	146.00 %
5100 Communication Expense	13,703	15,225	(1,522)	(10.00 %)
5200 Vehicle Insurance	8,366	7,326	1,040	14.00 %
5500 Driver Expenses	2,662	1,767	895	51.00 %
5600 Advertising & Marketing	35,631	8,036	27,595	343.00 %
5700 Grant/Contract Match Funds	21,636	2,136	19,500	913.00 %
5800 Partner Distributions - Gorge Pass	2,723		2,723	
5899 COVID19 Expenses	533	5,028	(4,495)	(89.00 %)
Total Cost of Goods Sold	\$211,876	\$103,307	\$108,569	105.00 %
GROSS PROFIT	\$1,178,384	\$591,895	\$586,489	99.00 %
Expenditures				
7000 Administrative Expenses				
7003 Building Expenses	16,392	13,984	2,407	17.00 %
7100 Office Supplies & Expenses	9,585	8,652	933	11.00 %
7300 Professional Fees	48,487	32,128	16,359	51.00 %
7400 Other Administrative Expense	6,578	1,362	5,216	383.00 %
Total 7000 Administrative Expenses	81,042	56,127	24,915	44.00 %
8000 Personnel Expense				
8003 Administrative Personnel Expense	101,741	67,300	34,441	51.00 %
8103 Direct Service Personnel Expense	384,170	256,945	127,225	50.00 %
Total 8000 Personnel Expense	485,911	324,245	161,666	50.00 %
9000 Capital Outlay	14,747	11,097	3,650	33.00 %
Total Expenditures	\$581,700	\$391,469	\$190,231	49.00 %
NET OPERATING REVENUE	\$596,684	\$200,426	\$396,258	198.00 %
Other Expenditures	\$40	\$0	\$40	0%
NET OTHER REVENUE	\$ (40)	\$0	\$ (40)	0%
NET REVENUE	\$596,644	\$200,426	\$396,218	198.00 %

Columbia Area Transit

Budget vs. Actuals: FY22 - FY22 P&L

July - November, 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4001 Fare Revenue	89,047	60,000	29,047	148.00 %
4100 Contract Revenue	5,581	27,000	(21,419)	21.00 %
4200 Federal Funds	251,488	1,021,936	(770,448)	25.00 %
4700 State Funds	851,842	484,775	367,067	176.00 %
4870 Local Assistance	9,673	160,850	(151,177)	6.00 %
4900 Other Revenue	182,841	32,380	150,461	565.00 %
Discounts/Refunds Given	(690)		(690)	
Uncategorized Income	478		478	
Total Revenue	\$1,390,259	\$1,786,941	\$ (396,681)	78.00 %
Cost of Goods Sold				
5005 Vehicle Expense	912	2,500	(1,588)	36.00 %
5019 Fuel	65,720	110,000	(44,280)	60.00 %
5020 Operation Expenses	59,988	31,550	28,438	190.00 %
5100 Communication Expense	13,703	12,925	778	106.00 %
5200 Vehicle Insurance	8,366	7,100	1,266	118.00 %
5500 Driver Expenses	2,662	5,400	(2,738)	49.00 %
5600 Advertising & Marketing	35,631	30,000	5,631	119.00 %
5700 Grant/Contract Match Funds	21,636	17,475	4,161	124.00 %
5800 Partner Distributions - Gorge Pass	2,723		2,723	
5899 COVID19 Expenses	533		533	
Total Cost of Goods Sold	\$211,876	\$216,950	\$ (5,074)	98.00 %
GROSS PROFIT	\$1,178,384	\$1,569,991	\$ (391,607)	75.00 %
Expenditures				
7000 Administrative Expenses				
7003 Building Expenses	16,392	15,750	642	104.00 %
7100 Office Supplies & Expenses	9,585	6,335	3,250	151.00 %
7300 Professional Fees	48,487	62,780	(14,293)	77.00 %
7400 Other Administrative Expense	6,578	3,650	2,928	180.00 %
Total 7000 Administrative Expenses	81,042	88,515	(7,473)	92.00 %
8000 Personnel Expense				
8003 Administrative Personnel Expense	101,741	117,724	(15,983)	86.00 %
8103 Direct Service Personnel Expense	384,170	417,246	(33,076)	92.00 %
Total 8000 Personnel Expense	485,911	534,970	(49,059)	91.00 %
9000 Capital Outlay	14,747	833,500	(818,753)	2.00 %
Total Expenditures	\$581,700	\$1,456,985	\$ (875,285)	40.00 %
NET OPERATING REVENUE	\$596,684	\$113,006	\$483,678	528.00 %
Other Expenditures	\$40	\$0	\$40	0%
NET OTHER REVENUE	\$ (40)	\$0	\$ (40)	0%
NET REVENUE	\$596,644	\$113,006	\$483,638	528.00 %

Columbia Area Transit

Statement of Cash Flows

July 1 - December 10, 2021

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	699,212
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1200 Accounts Receivable	(8,220)
1210 Accounts Receivables - Grants	94,137
1211 Accounts Receivables - Grants:Grant Receivable - 5310 Funds 35149	(7,952)
1212 Accounts Receivables - Grants:Grants Receivable - 5311 Funds 34740	(116,982)
1213 Accounts Receivables - Grants:Accounts Receivable - 5311 CARES	(50)
1214 Accounts Receivables - Grants:Accounts Receivable - STIF Discretionary 35102	(233,976)
1215 Accounts Receivables - Grants:Accounts Receivabel - STIF Formula 35033	(130,046)
1216 Accounts Receivables - Grants:Accounts Receivable - Planning 3504 - 35131	(3,500)
1272 Prepaid Expenses:PP - Samsara GPS Fleet Tracking SW	427
1273 Prepaid Expenses:PP - SDIS Vhcl & Gen Liab Insurance	8,845
1274 Prepaid Expenses:PP - SDIS Workers Comp	(8,607)
1275 Prepaid Expenses:PP - Fleetio Scheduler	(457)
1277 Prepaid Expenses:PP - UniteGPS	(3,194)
2000 Accounts Payable	(166,370)
2105 Columbia Bank Visa	8,907
2500 Accrued Payroll	11,046
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	(555,991)
Net cash provided by operating activities	\$143,220
NET CASH INCREASE FOR PERIOD	\$143,220
Cash at beginning of period	1,383,582
CASH AT END OF PERIOD	\$1,526,803

Columbia Area Transit

Bill Payment List

November 2021

DATE	NUM	VENDOR	AMOUNT
1000 C. I. B. - Operating			
11/05/2021	21423	CDR Labor Law, LLC	-93.00
11/05/2021	21431	Amalgamated Transit Union	-246.08
11/05/2021	21430	Cogito	-2,940.00
11/05/2021	21429	Weatherly Printing	-96.87
11/05/2021	21428	Napa Auto Parts	-1,640.79
11/05/2021	21427	Oregon State Police	-46.25
11/05/2021	21426	Hood River Garbage Service	-75.56
11/05/2021	21425	Nick Herman Mobile Repair	-3,215.00
11/05/2021	21424	City of Hood River - Utilities	-704.12
11/15/2021	21441	Bang The Table USA, LLC	-7,500.00
11/15/2021	21440	Sign Media	-284.20
11/15/2021	21439	Principal Life Insurance Company	-159.08
11/15/2021	21438	VanKoten & Cleaveland, LLC	-192.50
11/15/2021	21437	MODA	-692.58
11/15/2021	21436	Sirius Media, LLC	-1,095.00
11/15/2021	21435	FLI Landscape	-225.60
11/15/2021	21434	Providence OCC Travel Medicine Clinic	-204.00
11/15/2021	21433	Spectrum Enterprise-Time Warner Cable	-99.99
11/15/2021	21442	Point S Tire & Auto Service	-142.00
11/12/2021		Valic	-504.02
11/12/2021		Valic	-538.46
11/19/2021	21443	O'Reilly Automotive	-16.47
11/19/2021	21444	Coburn Electric	-1,054.59
11/19/2021	21445	MCEDD	-2,003.00
11/19/2021	21446	Pacific Power	-402.95
11/19/2021	21447	Hood River Quick Lube	-74.25
11/19/2021	21448	Jubitz Fleet Services	-72.72
11/19/2021	21449	Principal Life Insurance Company	-204.53
11/19/2021	21450	Napa Auto Parts	-2,102.15
11/19/2021	21451	Northwest Natural Gas	-30.60
11/19/2021	21452	Point S Tire & Auto Service	-427.50
11/19/2021	EFT	Columbia Bank Visa	-4,447.79
Total for 1000 C. I. B. - Operating			\$ -31,531.65

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Financial Statements

For the Year Ended June 30, 2021

HOOD RIVER COUNTY TRANSPORTATION DISTRICT
June 30, 2021

BOARD OF DIRECTORS

Name	Position
Lara Dunn	Chair
Leti Moretti	Vice Chair
Darrell Roberts	Treasurer/Secretary
Megan Ramey	Director
Meghan Larivee	Director
Greg Pack	Director
Jeff Helfrich	Director

MAILING ADDRESS

Hood River County Transportation District
224 Wasco Loop
Hood River, OR 97031

HOOD RIVER COUNTY TRANSPORTATION DISTRICT
Financial Statements
For the year ended June 30, 2021

TABLE OF CONTENTS

	Page
INDEPENDENT AUDITOR’S REPORT	1
MANAGEMENT DISCUSSION AND ANALYSIS	3
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements:	
Statement of Net Position	6
Statement of Activities	7
Fund Financial Statements:	
Balance Sheet – Governmental Funds	8
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	9
Reconciliation of Balance Sheet – Governmental Funds to Statement of Net Position	10
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds to the Statement of Activities	10
Notes to Financial Statements	11
REQUIRED SUPPLEMENTARY INFORMATION	
Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	19
AUDITOR’S COMMENTS AND DISCLOSURES REQUIRED BY STATE REGULATIONS	20

Independent Auditor's Report

Board of Directors
Hood River County Transportation District
Hood River, Oregon

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Hood River County Transportation District as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Hood River County Transportation District, as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3-5 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison schedule presented as Required Supplementary Information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Other Reporting Required by Oregon State Regulations

In accordance with Oregon State Regulations, we have also issued our report dated December 15, 2021 on our consideration of Hood River County Transportation District's internal control over financial reporting and on our procedures to address its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is required by Oregon State Regulations.



Richard Winkel, CPA
December 15, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

HOOD RIVER COUNTY TRANSPORTATION DISTRICT
Management's Discussion and Analysis
For the year ended June 30, 2021

Our discussion and analysis of Hood River County Transportation District's financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2021. Our purposes are to assist users of these financial statements to interpret the information found in the following pages, highlight the major factors and impacts on the District's financial situation, and to explain significant changes from last year to this year. Please read it in conjunction with the District's financial statements beginning on page 6.

FINANCIAL HIGHLIGHTS

- Total revenues were \$2,146,773 in 2021, a decrease from of \$332,530 from the prior year. The majority of the change resulted from decreases in service revenues, which decreased by \$212,284 due to the impact of the COVID-19 pandemic on transportation.
- Total expenditures were \$1,813,740 in 2021, a decrease of \$73,929 from the prior year, primarily related to decreases in materials and services related to lower activity.
- The District's net position increased by \$333,033 during the year ended June 30, 2021.

Government-wide Statements

The government-wide financial statements on pages 6 and 7 are designed to provide an overview of the District's finances. The government-wide statements include the District's governmental activities. Property taxes and grants finance most of these activities. The Statement of Net Position includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid. Net position is the difference between the District's assets and liabilities. Over time, increases or decreases in the District's net position may be an indicator of whether its financial health is improving or deteriorating.

Fund Financial Statements

The fund financial statements on pages 8 and 9 focus on individual parts of the Government, reporting the District's operations in more detail than the government-wide financial statements. Funds are accounting devices that the District uses to keep track of specific sources of funding and spending for particular purposes.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of supplementary information that further explains and supports the information in the financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

SUMMARY STATEMENT OF NET POSITION

	<u>FY 2021</u>	<u>FY 2020</u>
Assets:		
Cash and investments	\$ 1,383,582	\$ 1,021,367
Other current assets	394,333	123,216
Capital assets, net	<u>3,276,246</u>	<u>3,405,556</u>
Total assets	<u>5,054,161</u>	<u>4,550,139</u>
Current liabilities	<u>244,802</u>	<u>96,313</u>
Deferred outflows of resources	<u>22,500</u>	<u>-</u>
NET POSITION:		
Net investment in capital assets	3,276,246	3,405,556
Unrestricted	<u>1,510,613</u>	<u>1,048,270</u>
Total net position	<u>\$ 4,786,859</u>	<u>\$ 4,453,826</u>

SUMMARY STATEMENT OF ACTIVITIES

	<u>FY 2021</u>	<u>FY 2020</u>
Program revenues:		
Operating grants and contributions	\$ 1,846,805	\$ 1,523,664
Capital grants	-	467,911
Charges for services	<u>81,424</u>	<u>293,708</u>
Total program revenues	1,928,229	2,285,283
General revenues:		
Property taxes	203,991	181,158
Other income	11,333	3,640
Interest income	<u>3,220</u>	<u>9,222</u>
Total general revenues	<u>218,544</u>	<u>194,020</u>
Total revenues	2,146,773	2,479,303
Expenditures:		
Public transportation	<u>1,813,740</u>	<u>1,887,669</u>
Change in net position	333,033	591,634
Net position, beginning of year	<u>4,453,826</u>	<u>3,862,192</u>
Net position, end of year	<u>\$ 4,786,859</u>	<u>\$ 4,453,826</u>

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

Governmental fund balances totaled \$1,543,649 at June 30, 2021, an increase of \$491,119 from the prior year. Revenues for the General Fund were \$2,213,136, which was \$54,876 under budget. Expenditures for the General Fund were \$1,722,017, which was \$132,893 under budget.

BUDGETARY HIGHLIGHTS

See the supplemental information for detailed schedules of budget to actual variances for the fiscal year ended June 30, 2021. Total expenditures were under budget for the year.

CAPITAL ASSETS

At June 30, 2021 the District had \$3,276,246 invested in capital assets net of accumulated depreciation. During the year ended June 30, 2021 the District purchased new buses and other equipment at a total cost of \$143,833. More detailed information about the District's capital assets is presented in the notes to the financial statements.

ECONOMIC FACTORS

Operating grant and charges for services revenue are the main source of the District's operating revenue and represent approximately 86% and 4% of total revenues, respectively. The District also receives property tax revenues from Hood River County. All expenses for transportation services must be paid for by these sources.

The world-wide coronavirus pandemic impacted the District's operations by reducing service revenues as routes and passenger counts were reduced. Transit Districts were deemed an essential service and were allocated additional funds through the Initial Federal CARES ACT. The District received an allocation of these funds which helped to offset a larger revenue reduction from the year ended June 30, 2021. The District continues to closely monitor its operations, liquidity and capital resources.

FINANCIAL CONTACT

The District's financial statements are designed to give the public a general overview of the District's accountability. If you have questions about financial matters please contact the District at 224 Wasco Loop, Hood River, OR 97031. The District telephone number is (541) 386-4202.

FINANCIAL SECTION

BASIC FINANCIAL STATEMENTS

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Statement of Net Position

June 30, 2021

	<u>Governmental Activities</u>
ASSETS	
Current assets:	
Cash and investments	\$ 1,383,582
Property taxes receivable	10,174
Grants receivable	372,333
Prepaid assets	<u>11,826</u>
Total current assets	1,777,915
Noncurrent assets:	
Land	436,003
Capital assets, net of accumulated depreciation	<u>2,840,243</u>
Total noncurrent assets	<u>3,276,246</u>
Total assets	<u>5,054,161</u>
LIABILITIES	
Current liabilities:	
Accounts payable	170,121
Accrued payroll	44,757
Accrued compensated absences	<u>29,924</u>
Total liabilities	<u>244,802</u>
Deferred outflows:	
Unearned grant revenue	<u>22,500</u>
NET POSITION:	
Net investment in capital assets	3,276,246
Unrestricted	<u>1,510,613</u>
Total net position	<u><u>\$ 4,786,859</u></u>

The accompanying notes are an integral part of these financial statements

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Statement of Activities

For the Year Ended June 30, 2021

	<u>Governmental Activities</u>
Public Transportation	<u>\$ 1,813,740</u>
Total expenditures	<u>1,813,740</u>
Program revenues:	
Operating grants and contributions	1,846,805
Charges for services	<u>81,424</u>
Total program revenues	<u>1,928,229</u>
Net program revenues	114,489
General revenues:	
Property taxes	203,991
Other income	11,333
Interest income	<u>3,220</u>
Total general revenues	<u>218,544</u>
Change in net position	333,033
Net Position - beginning of year	<u>4,453,826</u>
Net Position - end of year	<u><u>\$ 4,786,859</u></u>

The accompanying notes are an integral part of these financial statements

FUND FINANCIAL STATEMENTS

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Balance Sheet – Governmental Fund

June 30, 2021

	General Fund
ASSETS:	
Cash and investments	\$ 1,383,582
Property taxes receivable	10,174
Grants receivable	372,333
Total assets	<u>\$ 1,766,089</u>
LIABILITIES:	
Accounts payable	\$ 170,121
Accrued payroll	44,757
Total liabilities	<u>214,878</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred property tax revenue	<u>7,562</u>
Total deferred inflows of resources	7,562
FUND BALANCES:	
Unassigned	<u>1,543,649</u>
Total fund balances	<u>1,543,649</u>
Total liabilities and fund balances	<u>\$ 1,766,089</u>

The accompanying notes are an integral part of these financial statements

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

**Statement of Revenues, Expenditures and Changes in
Fund Balances – Governmental Funds**

For the Year Ended June 30, 2021

	General Fund
REVENUES:	
Property tax income	\$ 206,607
Services	81,424
Grant income	1,869,305
Interest income	3,220
Other income	52,580
Total revenues	2,213,136
EXPENDITURES:	
Current:	
Personnel services	949,613
Materials and services	628,571
Capital outlay	143,833
Total expenditures	1,722,017
Change in fund balances	491,119
Fund balance, beginning of year	1,052,530
Fund balance, end of year	\$ 1,543,649

The accompanying notes are an integral part of these financial statements

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Reconciliation of Balance Sheet – Governmental Funds to Statement of Net Position

June 30, 2021

Fund balance	\$ 1,543,649
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	3,276,246
Prepaid assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	11,826
Tax revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the governmental funds.	7,562
Grant revenues are recognized when earned and not deferred in the governmental funds	(22,500)
Accrued compensated absences are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(29,924)</u>
Net position	<u>\$ 4,786,859</u>

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds to the Statement of Activities

For the Year Ended June 30, 2020

Total changes in fund balances – Governmental Funds	\$ 491,119
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the governmental funds.	
Deferred property tax revenues	(2,616)
Deferred grant revenues	(22,500)
Capital asset and prepaid asset additions are reported in the governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense.	
Less depreciation expense	(231,896)
Plus capital outlay expense	143,833
Plus gain on sale of capital assets	9,253
Less proceeds from sale of capital assets	(50,500)
Plus change in prepaid asset	(4,160)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	<u>500</u>
Change in net position	<u>\$ 333,033</u>

The accompanying notes are an integral part of these financial statements

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements

June 30, 2021

1. Summary of Significant Accounting Policies

Reporting Entity

Hood River County Transportation District (the “District”) is a subdivision of state government and functions as a local unit under the direction of a seven-member elected board of directors. The District was formed on July 1, 1993 and organized under the provisions of Oregon Revised Statutes (ORS) Chapter 267 to provide transportation services in Hood River County. Under ORS 267, the District is authorized to levy taxes and charge fares to fund the operations of the District and issue general obligation bonds and revenue bonds.

The District is a primary government. The reporting entity consists of the primary government, any organization for which the primary government is financially accountable, and any other organizations that, because of the nature and significance of their relationship with the primary government, may not be excluded from the financial reporting entity.

All significant activities have been included in the basic financial statements. The District is financially independent of other state and local governmental units. Based on these criteria, the District is not a component unit of another entity, nor is any other entity required to be included in the financial statements of the District.

Measurement Focus and Basis of Accounting

All financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Government-wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the governmental activities of the District in one column using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities reports the District’s activities by function. The District’s sole function is Hood River County transportation services. The statement of activities demonstrates the degree to which the expenses of each function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues includes 1) charges to those who use or directly benefit from transportation services and 2) grants and contributions that are restricted to meeting the operating requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues. Expenses are recorded when incurred, even though actual payment or receipt may not occur until after the period ends.

Fund Financial Statements

Separate fund financial statements are also provided for governmental funds. Major governmental funds are reported as separate columns in the fund financial statements.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements – Continued

June 30, 2021

1. Summary of Significant Accounting Policies (continued)

The accounts are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum level of funds is maintained consistent with legal and managerial requirements.

The fund financial statements use the current financial resources measurement focus and the modified accrual basis of accounting. Non-grant revenues are recognized when they become measureable and available as net current assets. Measureable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this period, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the liability is incurred. Capital outlay is an expenditure when purchased and debt service is an expenditure when paid.

Fund Accounting

The District has the following major fund:

- The General Fund accounts for all activities except those required to be accounted for in other funds. The principal revenue sources are grants, charges for services, property taxes, and interest.

Net Position

Net position represents the difference between assets and liabilities. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or regulations of other governments. Net position is classified in the following three categories:

Net investment in capital assets – consists of capital assets net of accumulated depreciation, reduced by the outstanding borrowings of any debt attributable to the acquisition, construction, or improvement of those assets.

Restricted net position – consists of net position with constraints placed on them by entities outside of the District.

Unrestricted net position – all other net positions that do not meet either of the criteria above.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements – Continued

June 30, 2021

1. Summary of Significant Accounting Policies (continued)

Fund Equity

Fund balances are classified as nonspendable, restricted, committed, assigned, and unassigned.

- Nonspendable fund balance represents amounts that are not in a spendable form.
- Restricted fund balance represents amounts constrained to specific purpose by their providers (such as grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds constrained to specific purposes by a government itself, using its highest level of decision-making authority (Board of Directors); to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level authority action to remove or change the constraint.
- Assigned fund balance represents amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority, assignments are approved by the Board of Directors.
- Unassigned fund balance represents amounts that are available for any purpose; these amounts are reported only in the General Fund.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Cash and Investments

The District has defined cash and cash equivalents to include cash on hand, demand deposits and short term investments with original maturities of three months or less. State statutes prescribe authorized investments. Temporary investments are insured, registered, or held by the District or its agency in the District's name. Short-term highly liquid investments are recorded at amortized cost. Investments with a maturity at time of purchase of more than one year are valued at fair value. The District uses quoted market prices to determine fair value of investments. Realized gains and losses as well as the change in fair value of investments are recorded as a component of investment income.

Property Taxes

Real property taxes are levied and attached as an enforceable lien on property as of July 1 of each fiscal year. Real property taxes may be paid in full by November 15 with a 3% discount, or paid in three equal payments on November 15, February 15, and May 15. Hood River County, Oregon, makes all assessments of property value and levies and collects property taxes for all levying districts within the County. The District considers all property taxes to be fully collectible and therefore, no allowance for uncollectible property taxes has been made.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements - Continued

June 30, 2021

1. Summary of Significant Accounting Policies (continued)

Receivables

Accounts receivable consists of fares invoiced for services rendered prior to year end that have not been received. No provision for uncollectible fares is considered necessary. Receivables also consist of revenue earned for operating grants for qualifying expenditures the District has incurred.

Capital Assets

Capital assets, which include property, plant and equipment, are stated at historical cost on the government-wide financial statements. The District defines capital assets as assets with an initial cost of more than \$1,000 and an estimated useful life in excess of one year. Donated assets are recorded at their estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the useful life of the asset are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Multi-modal facility	40 years
Vehicles and buses	10 years
Office equipment	3-7 years

Compensated Absence Payable

The District's policies permit employees vacation and compensatory time credits. Accumulated unpaid vacation and compensatory time cannot exceed limits established by the Board of Directors and is accrued as earned.

Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense). Actual results could differ from those estimates.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements - Continued

June 30, 2021

2. Stewardship, Compliance and Accountability

The District is subject to the budget requirements of state law. The resolution authorizing appropriations of each fund sets the level by which expenditures cannot legally exceed appropriations. Total personal services, materials and services, capital outlay, debt service, interfund transactions, operating contingency and unappropriated balance are the levels of control established by resolution. The detail budget document, however, is required to contain more specific detailed information for the above-mentioned expenditure categories.

The budget is adopted and appropriations are made no later than June 30th. Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriations resolution. A supplemental budget requires hearings before the public, publication in newspapers, and approval by the Board of Directors. Original and supplemental budgets may be modified by the use of appropriations transfers between the levels of controls. Such transfers require the approval of the Board of Directors.

Expenditures cannot legally exceed the appropriation levels. Appropriations lapse at the end of each fiscal year. Expenditures of the various funds shown in the financial statements were within authorized appropriation levels.

3. Cash and Investments

Cash and investments of the District consisted of the following at June 30, 2021:

Hood River County Investment Pool	\$	648,696
Checking account		334,675
Savings account		400,103
Petty cash		<u>108</u>
Total	\$	<u><u>1,383,582</u></u>

Deposits

The insurance and collateral requirements for deposits are established by banking regulations and Oregon law. Federal Deposit Insurance Corporation (FDIC) insurance of \$250,000 applies to total deposits at each financial institution. When balances exceed \$250,000, ORS 295.002 requires the bank depository to enter into an agreement described in ORS 295.008(2)(b) and to deposit securities pursuant to ORS 295.015(1). The Oregon State Treasurer's Office facilitates these agreements and maintains a list of qualified depositories. Well capitalized depository banks must pledge securities with a value of at least 10 percent of their quarter-end public fund deposits, unless otherwise directed by the Oregon State Treasurer. Adequately capitalized or undercapitalized bank depositories are required to pledge collateral valued at 110 percent of their uninsured public fund deposits. The securities are held by a custodian for the benefit of the State of Oregon. Any balances in excess of the FDIC insurance plus 10 percent are considered exposed to custodial credit risk. Custodial credit risk for deposits is the risk that, in the event of bank failure, the District will be unable to recover deposits or collateral securities in the hands of an outside party. At June 30, 2021, all deposits per the bank statements were fully collateralized.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements - Continued

June 30, 2021

3. Cash and Investments (continued)

Investments

Oregon Revised Statutes 294.035 authorizes the District to invest in general obligations of the U.S. government and its agencies, bankers' acceptances, commercial paper rated A-2 or better by Standard & Poor's Corporation or P-2 by Moody's Investors Service, and the State of Oregon Local Government Investment Pool (LGIP), among others.

The only investments held by the District at June 30, 2021 were amounts deposited with the Hood River County Investment Pool (HRCIP), which is not rated. The District's investment in the HRCIP is carried at cost, which approximates fair value. Authorized investments are prescribed in Oregon Revised Statutes. The HRCIP is not SEC registered. Hood River County, including the investment pool, is audited annually in compliance with Oregon Revised Statutes.

The investments in the HRCIP have the general characteristics of a demand deposit account, in that any participating entity may withdraw cash at any time without prior notice and the fair value of the position of the pool is the same as the value of pool shares.

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the risk that its fair value will decline if interest rates rise. The District's investment policy is currently to invest in money market deposit accounts (demand accounts that do not meet the definition of investment for investment disclosure purposes) and the Hood River County Investment Pool.

Credit Risk. The District has no policy regarding credit risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. The District has no policy regarding credit risk. The District participates in the Hood River County Investment Pool, which is not rated. Authorized Pool investments are prescribed in the Oregon Revised Statutes. The Hood River County Investment Pool is not SEC registered. Hood River County, including the pool, is audited annually in compliance with Oregon Revised Statutes.

The investments in the Hood River County Investment Pool have the general characteristic of a demand deposit account, in that any participating entity may withdraw cash at any time without prior notice or penalty and the fair value of the position in the pool is the same as the value of pool shares.

Custodial Credit Risk – Investments. Custodial credit risk is the risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of an investment or collateral securities in the possession of an outside party. Deposits not already covered by the FDIC are collateralized by the Oregon Public Funds Collateralization Program (PFCP). Oregon Revised Statutes and District policy require depository institutions to maintain on deposit, with the collateral pool manager, securities having a value not less than 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. Currently all banks are required to post 100% collateral.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements - Continued

June 30, 2021

4. Capital Assets

The following is a summary of changes in capital assets during the fiscal year:

	Balance July 1, 2020	Additions	Deletions	Balance June 30, 2021
Land	\$ 436,003	\$ -	\$ -	\$ 436,003
Multi-modal facility	2,971,988	24,990	-	2,996,978
Vehicles and equipment	<u>1,743,075</u>	<u>118,843</u>	<u>(115,072)</u>	<u>1,746,846</u>
Total depreciable capital assets	4,715,063	143,833	(115,072)	4,743,824
Less: accumulated depreciation				
Buildings and improvements	(770,019)	(97,339)	-	(867,358)
Equipment and furniture	<u>(975,491)</u>	<u>(134,557)</u>	<u>73,825</u>	<u>(1,036,223)</u>
Total accumulated depreciation	<u>(1,745,510)</u>	<u>(227,464)</u>	<u>73,825</u>	<u>(1,903,581)</u>
Net depreciable capital assets	<u>2,969,553</u>	<u>(88,063)</u>	<u>(41,247)</u>	<u>2,840,243</u>
Net capital assets	<u>\$ 3,405,556</u>	<u>\$ (88,063)</u>	<u>\$ (41,247)</u>	<u>\$ 3,276,246</u>

Depreciation expense of \$231,896 is recorded as a program expense in the accompanying Statement of Activities for the year ended June 30, 2021.

5. Retirement Plan

The District has adopted a deferred compensation plan and a matching and contribution plan under sections 457(b) and 401(a) of the Internal Revenue Code (IRC), respectively. The plan is administered by AIG Valic. Employees who complete one year of service and whose compensation is at least \$5,000 per year are eligible to participate in the plan. Eligible employees may elect to defer eligible compensation subject to limits established by IRC section 457(b) immediately upon hire and the District matches employee deferrals up to 3% of annual compensation. During the year ended June 30, 2021 the District contributed \$2,854 to the Plan.

6. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the District participates in the Special District Association of Oregon.

No losses were incurred during the prior three years ended June 30, 2021 that exceeded the District's insurance coverage.

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Notes to Financial Statements - Continued

June 30, 2021

7. Contingent Liabilities

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor agencies cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

8. Subsequent Events

The District has evaluated for subsequent events through December 15, 2021, which is the date the financial statements were available to be issued, for events requiring recording or disclosure in the financial statements for the year ended June 30, 2021.

Subsequent to year-end, the District has continued to be negatively impacted by the effects of the world-wide coronavirus pandemic. The District is closely monitoring its operations, liquidity, and capital resources and is actively working to minimize the current and future impact of this unprecedented situation. As of the date of issuance of these financial statements, the full impact to the District's financial position is not known.

REQUIRED SUPPLEMENTARY INFORMATION

HOOD RIVER COUNTY TRANSPORTATION DISTRICT

Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual General Fund

For the Year Ended June 30, 2021

	Original Budget	Final Budget	Actual Amounts Budgetary Basis	Variance to Final Budget Positive (Negative)
REVENUES:				
Property tax income	\$ 129,500	\$ 190,000	\$ 206,607	\$ 16,607
Services	230,000	67,212	81,424	14,212
Grant income	2,472,341	1,945,800	1,869,305	(76,495)
Interest income	-	-	3,220	3,220
Other income	40,000	65,000	52,580	(12,420)
Total revenues	<u>2,871,841</u>	<u>2,268,012</u>	<u>2,213,136</u>	<u>(54,876)</u>
EXPENDITURES:				
Personnel services	1,090,034	985,257	949,613	35,644
Materials and services	849,419	679,653	628,571	51,082
Capital outlay	592,000	190,000	143,833	46,167
Total expenditures	<u>2,531,453</u>	<u>1,854,910</u>	<u>1,722,017</u>	<u>132,893</u>
Change in fund balances	<u>340,388</u>	<u>413,102</u>	<u>491,119</u>	<u>78,017</u>
Fund balance, beginning of year	<u>975,144</u>	<u>1,021,367</u>	<u>1,052,530</u>	<u>31,163</u>
Fund balance, end of year	<u>\$ 1,315,532</u>	<u>\$ 1,434,469</u>	<u>\$ 1,543,649</u>	<u>\$ 109,180</u>

**INDEPENDENT AUDITOR'S REPORT REQUIRED BY
OREGON STATE REGULATIONS**

**Independent Auditor's Report
Required by Oregon State Regulations**

To the Board of Directors
Hood River Transportation District
Hood River, Oregon

We have audited the accompanying basic financial statements of Hood River Transportation District (the District) as of and for the year ended June 30, 2021 and have issued our report thereon dated December 15, 2021. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether Hood River Transportation District's financial statements are free of material misstatement we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules OAR 162-10-000 to 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- Deposit of Public Funds with Financial Institutions (ORS Chapter 295)
- Indebtedness limitations, restrictions and repayment
- Budgets legally required (ORS Chapter 294)
- Insurance and fidelity bonds in force or required by law
- Programs funded from outside sources
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C)
- Authorized investment of surplus funds (ORS Chapter 294)

Richard Winkel, CPA
15086 NW Oakmont Loop
Beaverton, OR 97006

tel: (503) 332-6750
fax: (888) 739-8185
email: rwinkel@winkelcpa.com

In connection with our testing nothing came to our attention that caused us to believe Hood River Transportation District was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered Hood River Transportation District's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Hood River Transportation District internal control over financial reporting.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified.

This report is intended for the information of Hood River Transportation District's board of directors and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

A handwritten signature in black ink that reads "Richard Winkel, CPA". The signature is written in a cursive, flowing style.

Richard Winkel, CPA
December 15, 2021



Memo

To: HRCTD Board
From: Amy Schlappi
Date: December 15, 2021
Re: CAC Applications

Background

At the October Board Meeting Chris Watchie our public engagement specialist discussed the public engagement plan and the different advisory committees which will be part of the process. The board agreed that the Community Advisory Committee should consist of 12 community members and 3 board members. The board also agreed that the community members should represent the below categories within the community.

- Seniors
- Youth
- Individuals with disabilities
- Limited English Proficiency individuals
- Business
- Tourism
- Low income
- Other Community Members

Action

Review and approve, if appropriate, the attached applications of the community members who have applied for the CAC. Below is a high-level summary of who has applied.

Name	Organization/ Place of work	Category
White Buffalo Calf Wannassay	The White Buffalo Calf Trading Post, Owner	Business Owner, Low-Income, Native American
Alicia Roberts	NA	People w/ disabilities, low income, homeless
Lester Matthews (Junior)	Retired	Seniors, Low income
Britta Wilson	GOHBI	Seniors
Beth Hartwell	Retired	Seniors

Melvin Richardson	Federal SCSEP	Seniors, Low income, Tourism
Wendy Lin-Kelly	Mult. County Sherrif's Office	Other Community Member, Regular Rider
Taylor England	Copper West	Low Income, Other Community Members
Ivy Collins	HRVHS	High School Student

Recommendation

Staff is recommending that the board approve the received applications to date. Additionally, staff suggests that the board continue to accept applications to ensure representation of all previously identified categories.

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date: 12/6/2021

Name: MELVIN RICHARDSON

Address: ^{Phys:} 30 PORTAGE DRIVE #220 NORTH BONNEVILLE WA 98639
~~MAILING~~ ~~MAIL~~ MAILING: GENERAL DELIVERY STEVENSON WA 98648

Where do you currently work? FEDERAL SCSEP (TITLE 5) PROGRAM IN WA
CURRENTLY MOSTLY FROM HOME.

Email: MELVINRICHARDSON@YMAIL.COM

Phone Number: 724 563 9086

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

Please select which category that you represent (click all that apply)?

☒ Seniors (65+) ☐ Youth (Under 17) ☐ People with Disabilities ☐ Limited English Proficiency ☐ Business ☐ Tourism ☒ Low-Income Individuals ☒ Other Community Members

Please indicate why you feel you represent the above categor(ies).

AGE, I EXPLORE and also ADVISE VISITORS (FREE OF CHARGE TO ASSIST THEM WITH A GOOD EXPERIENCE IN THE GORGE). The finances I receive are ASSISTANCE IN CONNECTION WITH training activities I participate in.

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

Do you currently use Columbia Area Transit services on a regular or occasional basis?

☒ Yes ☐ No

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

EDUCATION of process, possibly bring AWARENESS to potential EXPANSION of SERVICES. WANT A NON-POLITICAL format to hopefully ~~provide~~ promote more of a high Quality public TRANSPORTATION SERVICE FOR the region

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

☐ Yes ☐ No SOMETIMES, DEPENDS ON who.

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

☒ Yes ☐ No

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

ONLY IF ON WEDNESDAY AFTER 7:15 PM as it STANDS, Prior commitment in place. ALSO ~~not~~ rarely a Tuesd

Any additional comments?

THANKS

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date: 11/27/2021

Name: Lester B Matthews Junior

Address: 3344 Aga Road - E3
Hood River, OR 97031

Where do you currently work?

Retired

Email: no email

Phone Number:

54965 9206

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

none

Please select which category that you represent (click all that apply)?

☒ Seniors (65+) ☐ Youth (Under 17) ☐ People with Disabilities ☐ Limited English Proficiency ☐ Business ☐ Tourism ☒ Low-Income Individuals ☐ Other Community Members

Please indicate why you feel you represent the above categor(ies).

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

none

Do you currently use Columbia Area Transit services on a regular or occasional basis?

☒ Yes ☐ No

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

great!

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

☒ Yes ☐ No

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

☒ Yes ☐ No

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

I use only Cat Bus

Any additional comments?

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date: 11-22-2021

Name: White Buffalo Calf Wannassay

Address: 514 Oak St #14
Hood River, OR 97031

mail → PO Box 1452
Hood River, OR 97031

Where do you currently work? ~~XXXXXX~~ - The White Buffalo
Calf Trading Post, owner

Email: wbcwannassay@gmail.com

Phone Number: 310-339-8167

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

English please

Please select which category that you represent (click all that apply)?

☐ Seniors (65+) ☐ Youth (Under 17) ☐ People with Disabilities ☐ Limited English
Proficiency ☒ Business ☒ Tourism ☒ Low-Income Individuals ☒ Other Community
☒ Members

Please indicate why you feel you represent the above categor(ies).

I own a small business in town,
and live here. I use the bus + know
others who use it. I currently do not make
any money, so low-income. My business benefits from
tourism.

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

White Buffalo Calf Trading Post
Retail / Trade
Local

Do you currently use Columbia Area Transit services on a regular or occasional basis?

☒ Yes ☐ No

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

So the system can be improved. I am an Advocate for Native Americans.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

☐ Yes ☐ No

Maybe, probably

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

☒ Yes ☐ No

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

No. I create my own schedule. The first Saturday of every month I am unavailable.

Any additional comments?

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date: Tues. Nov. 23, 2021

Name: Alicia Roberts

Address: 3145 Cascade Apt. 104
Hood River, Or 97031

Where do you currently work? NA

Email: NA

Phone Number: 541-806-6655

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

Can't navigate the internet so don't do email.
Need information for meetings in print. Sorry...

Please select which category that you represent (click all that apply)?

☐ Seniors (65+) ☐ Youth (Under 17) ☒ People with Disabilities ☐ Limited English

☐ Proficiency Members ☐ Business ☐ Tourism ☒ Low-Income Individuals ☒ Other Community

homeless 1/9/22

Please indicate why you feel you represent the above categor(ies).

It's a fact. Also on CAC as voting member
for same reasons. Want to represent
people in my position who don't feel
they have a voice.

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

Don't work but am I voting member on the CAC board.

Do you currently use Columbia Area Transit services on a regular or occasional basis?

☒ Yes ☐ No

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

* As Listed on bottom of front page.
I have lived in HR my whole life and have been in most economic situations. I can identify with the needs of most users of CAT.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

☐ Yes ☐ No NOT SURE IF I qualify here.

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

☐ Yes ☐ No yes if not including reaching out with info for those in need.

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

I only do call ins on my phone... no video conferences.

Any additional comments?

I look forward to being of help if I can.



Thursday, November 25, 2021

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Name Beth Hartwell

Address 822 Adams Loop
Hood River, Or, 97031

Where do you currently work? Retired

Email bethhart@gorge.net

Phone Number (541) 490-4105

Please select which category that you represent (click all that apply)? Seniors (65+)

Please indicate why you feel you represent the above categor(ies).

I am over 65.

I had brain surgery this spring, and have been unable to drive. I have appreciation for CAT, had used it prior to surgery, and more often these 6 mos. It is a temporary disability (which is why I didn't ck the box.)

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

My past volunteer activities, through a long life, have been in feeding programs (Bend &) Peace Village, Community Thanksgiving, FISH Board and Building committee, working with houseless individuals (Bend &) Warming Shelter. I have owned businesses, not here. We live simply and lightly. I've resided here 15 years.

Do you currently use Columbia Area Transit services on a regular or occasional basis? Yes

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

I have led through my life, and would rather now witness, reflect, and work in subtler ways. This may or may not be the case in this position, but worth learning more. I'm been so happy observing the changes that have taken place with CAT, and in this time, so grateful in the freedom provided to me. I've wanted to participate in supporting and encouraging the use of the community transit system, but without the commitment of an elected board position. This seems to be a good fit, where I might offer some experience.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your

Yes

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

Yes

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

It should work fine.

Any additional comments?

I am still recovering, low energetically, cognition remains. I continue to do the work of growing emphatically, and in studying, and addressing my privilege, that I might always respect the lives and needs of others.

Theresa North is a friend and I trust any words she might offer... Always a straight shooter.

Thank you for all you do that gifts the community.



Friday, November 19, 2021

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date Friday, November 19, 2021

Name Britta Willson

Address 222 W 8th St
The Dalles, OR, 97058

Where do you currently work? GOBHI

Email bwillson@gobhi.org

Phone Number (503) 863-7638

Please select which category that you represent (click all that apply)?

Seniors (65+)

People with Disabilities

Please indicate why you feel you represent the above categor(ies).

I am a Masters level Gerontologist. Through my academic, volunteer, and work history, I have over 20 years' experience working with older adults and people with disabilities.

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

As an Older Adult Behavioral Health Specialist I seek to create effective and collaborative relationships across systems to meet the behavioral health needs of older adult and disabled adults in Hood River, Wasco, Gilliam, Sherman, Wheeler and Harney Counties. I identify and work to remove barriers to care, provide education and training at all levels, and enhance community understanding of behavioral health challenges.

Do you currently use Columbia Area Transit services on a regular or occasional basis?

Yes

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

I am very grateful for my past experiences working with CAT to improve older adults' access and use of public transportation and by applying to the CAT-CAC I hope to continue that collaborative relationship. I would love to see an increase in the number of older adults who feel confident and safe using public transit. Access to transportation is one of the biggest barriers to aging-in-place for our elder community members.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your

Yes

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

Yes

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

No



Thursday, December 9, 2021

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date Thursday, December 9, 2021

Name Ivy Collins

Address 1111, Sherman Ave.
Hood River, OR, 97032

Where do you currently work? High School Student

Email ivyclairecollins@icloud.com

Phone Number (541) 380-0510

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

No

Please select which category that you represent (click all that apply)?

Youth (Under 17)

Please indicate why you feel you represent the above categor(ies).

I'm 15 years old and know about transportation challenges of high schoolers.

Do you currently use Columbia Area Transit services on a regular or occasional basis?

Yes

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

I'm interested in participating in community government. I have experience riding the bus.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

Yes

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

Yes

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

No



Wednesday, December 8, 2021

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date Wednesday, December 8, 2021

Name Taylor England

Address 4878 Van Nuys Drive
Mount Hood, OR, 97041

Where do you currently work? Copper West

Email Taylorrikhoff@gmail.com

Phone Number (541) 206-7994

Do you need a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials? If so, please let us know.

No

Please select which category that you represent (click all that apply)?

Low-Income Individuals

Other Community Members

Please indicate why you feel you represent the above categor(ies).

Currently I would qualify as low-income individual due to my income status but I feel that I primarily fall into the "Other Community Member" category because I am in the last year of my masters of social work program and will be transitioning into a social work career within the next year. I have lived in the Gorge for the last 6 years and experienced living in Hood River, The Dalles and Parkdale.

If you work for an organization that represents one of the listed categories please list the name and geographic scope of services (local, county-wide, regional).

N/A

Do you currently use Columbia Area Transit services on a regular or occasional basis?

Yes

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

I am interested in serving on the CAT-CAC because I want to help my community become more accessible. I am in my final year of my masters of social work program at Portland State with a focus on macro social work. I feel that despite being in the early stages of my professional career I have gained skills through my program and lived experience in the Gorge that would help me work collaboratively with committee members. I have a personal interest in using an equity lens to consider how resources in the Gorge are supporting the community and seeing where we can make

improvements. As a member I would like to contribute to ensuring that transportation plans are inclusive and accessible to all in our community and that information is spread widely so that everyone has the chance to use this amazing resource as well maintain momentum to see CAT continue to grow and expand in the future.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

Yes

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

Yes

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

I do not anticipate any challenges with this.



Monday, December 6, 2021

Transit Master Plan Community Advisory Committee (CAT-CAC) Application

Date Monday, December 6, 2021

Name Wendy Lin-Kelly

Address 921 Goose Way
Hood River, Oregon, 97031

Where do you currently work? Multnomah County Sheriff's Office

Email wendy.lin-kelly@mcsso.us

Phone Number (503) 490-2071

Please select which category that you represent (click all that apply)?

Other Community Members

Please indicate why you feel you represent the above categor(ies).

I am a community member who uses public transportation regularly. I am committed to public service and care about issues surrounding equity, safety, accessibility and sound financial decisions.

Do you currently use Columbia Area Transit services on a regular or occasional basis?

Yes

Please describe why you want to serve on the CAT-CAC and what you want to accomplish as a member. How does your personal, community, or professional experience relate to this role if you were appointed to be a member?

I want to serve on the CAT-CAC as a way to give back to the community where I live. I regularly ride the CAT to and from Hood River to Portland. I do not own a car and depend on the CAT. I would appreciate being a part of the committee to help guide the Transportation Master Plan and to understand better the transit needs of our community. What I would want to accomplish being a part of the CAT-CAC is the development of an equity-centered, financially responsible, transit system that serves its community the best way it can. As a person who has ridden public transportation for decades, I would like to bring my perspective to the process of developing the Transportation Master Plan.

On a personal level, I have not owned a car since 1997 and have relied on public transportation since then, using the TriMet system in Portland until moving to Hood River in 2020. I enjoy using the CAT to commute back and forth to Portland for my job.

As a Research Evaluation Analyst with the Multnomah County Sheriff's Office (MCSO), I have experience with data collection, surveys, data analysis, and report writing. In addition, I'm a member of the MCSO Equity Committee, focusing on equity and inclusion efforts - from policy development to community engagement. Diversity, equity and inclusion are important to me and drive a lot of my work. In addition, MCSO recently took over administering the TriMet Transit police and I have an understanding of safety concerns and around public transportation.

Mostly, as a relatively new resident to Hood River, I would appreciate the opportunity to engage and learn more about my community and to give back as a member of the CAC.

If selected to be a member of the CAT-CAC would you be willing to distribute information about the TMP and associated public input materials (fact sheet, surveys, etc.) to your different networks and communication channels?

Yes

If selected to be a member of the CAT-CAC, do you agree not to speak on behalf of the committee unless directed to do so by the group and/or CAT?

Yes

For at least the initial meetings, the CAT-CAC meetings will be online and in the early evening for maximum participation. Does this create any challenge for you? If so, please explain.

NA

Any additional comments?

Thank you for creating a Community Advisory Committee. I appreciate the process of engagement, even if I'm not selected.



Memo

To: HRCTD Board
From: Amy Schlappi
Date: December 15, 2021
Re: Gorge Medical Shuttle Demonstration Fare

Background

In Spring of 2021 CAT was awarded CARES ACT funds specifically to provide Dial-A-Ride demonstration services that would travel from Celilo Village, The Dalles, Hood River, and Cascade Locks to Portland for direct service to various hospital and medical providers in the area. In agreeing to apply for these funds, CAT indicated it would seek a reasonable fare revenue that could help offset local match funds. In turn, local partners including PacificSource, Providence Hood River Memorial Hospital, Veterans Services, MCEDD, and several organizations representing seniors agreed to assist with fares offsets for low-income individuals.

Issue

CAT plans to start the Gorge to Portland Medical DAR shuttle on December 16th and the Board needs to set the fare for the program. As agreed by local partners CAT is proposing a one-way fare of \$20.00 (\$40.00) round trip, with an understanding that the partners will work to identify funds to be used to offset fares for low-income riders.

Action

Approve a \$20.00 one-way fare for the Gorge to Portland Medical DAR shuttle for the yearlong demonstration program

Recommendation

Staff is recommending that the Board approve the \$20 one way for fare for the Gorge to Portland Medical DAR shuttle for the yearlong demonstration program with a formal review of the program in July 2022.

Operations Report



November

Safety and Statistics

Operations Report

SAFETY AND STATISTICS

SAMSARA SAFETY SCORE

	November	October	Sept	August
Safety Score	99.2/100	99.1/100	98.4/100	98.4/100
Crashes	0	0	0	0
Harsh Events	3	5	11	8
Drive Time	946:47	1011:57	1322:45	1242:49
% over speed limit	0.6%	0.7%	1.2%	1.2%
Miles Driven	29,355	31,842	44,727	42,801

ON TIME PERFORMANCE

	Nov	Oct	Sept	August	July
Fixed OTP 5 mins	97%	99%	98%	97%	95%
Fixed OTP 15 mins	100%	99%	99%	99%	97%
DAR OTP 5 mins	79%	83%	82%	77%	66%
DAR OTP 15 mins	99%	99%	98%	98%	90%

scheduled time

OTP= On time performance.

On time performance of 5 mins = if the bus is there within 5 mins of the set time its considered on time. On time performance of 15 mins = bus is on time if its there within 15 mins of the

OTHER STATISTICS

	November	October	Sept	August	July
Fuel Used (Gas)	2089.56	2697.3	2133.31	2680.38	2600.92
Gas MPG	NA	NA	NA	7.0 Mpg	7.0* Mpg
Fuel Used (Diesel)	1429.89	1,057.19	3276.8	3494.4	3085.5
Diesel MPG	NA	NA	NA	8.1 MPG	8.0* MPG
Total Fuel Cost	\$10,530.30	\$11,127.25	\$14,923.99	\$17,065.54	\$16,165.05
Vehicle Repairs	0*	1	1	2	0
Customer Complaints	0	0	0	0	0

Driver of The Month:
Dennis Bloom



	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	August	Sept	Oct	Nov
City Route																
Rides	386	462	453	505	732	559	564	592	611	542	746	952	1056	771	845	879
Hours	220	220	220	285	285	240	204	264	269	281.5	269	273	264	252	293.25	319
Boarded Ride/ Hour	1.75	2.1	2.05	1.77	2.6	2.3	2.8	2.3	2.3	1.9	2.8	3.48	4	3.1	2.9	2.8
DAR																
Rides	119	249	327	424	348	227	223	296	304	488	327	339	212	225	295	330
Hours	242	242	242	230	230	190	153	230	230	241.5	230	252	176	186	69	83
Boarded Ride/ Hour	0.5	1.02	1.35	1.84	1.5	1.2	1.5	1.3	1.3	2.1	1.4	1.4	1.2	1.2	4.2	4
Cascade Locks																
Rides									110	91	54	102	204	72	82	91
Hours									83	87.5	83	168	198	168	128.45	125
Boarded Ride/ Hour									1.3	1.1	0.7	0.6	1	0.4	0.6	0.7
Upper Valley																
Rides	146	160	364	374	522	386	347	477	526	634	671	446	453	446	662	491
Hours	94	94	94	167	167	140	102	167	214	224.7	214	189	198	189	183.5	160
Boarded Ride/ Hour	1.55	1.7	3.9	2.4	3.1	2.7	3.4	2.9	2.5	2.9	3.1	2.4	2.3	2.4	3.6	3.1
The Dalles																
Rides	138	96	126	94	147	135	128	195	223	210	218	250	359	325	215	285
Hours	55	55	55	92	92	77.5	68	92	104	108	104	104	106	102	100	90.61
Boarded Ride/ Hour	2.5	1.75	2.3	1	1.6	1.8	1.9	2.1	2.1	1.9	2.1	2.4	3.4	3.2	2.2	3.1
Columbia Gorge Express																
Rides	267	167	351	291	247	294	284	471	698	1047	1611	2585	3028	1908	1399	1247
Hours	220	220	220	510	510	450	437	589	540	558	540	696	522	502	333.5	308
Boarded Ride/ Hour	1.19	0.75	1.6	0.6	0.48	0.62	0.65	0.8	1.3	1.9	3	3.8	5.8	3.8	4.2	4.1
Weekend Trolley																
Rides									47	131	95	728	973	166	0	0
Hours									72	93	68	85	72	64	0	0
Boarded Ride/ Hour									0.7	1.4	2	8.6	13.5	2.6	0	0
Seasonal Service																
Rides	NA	NA	NA	NA	446	1257	854	550	0	1022	0	0	46	0	0	0
Hours	NA	NA	NA	NA	195	398	362	324	0	139	0	0	72	0	0	0
Boarded Ride/ Hour	NA	NA	NA	NA	2.3	3.2	2.4	1.7	0	7.5	0	0	0.6	0	0	0
All Routes																
Rides	1056	1134	1621	1688	2442	2858	2400	2,581	2,519	4165	3722	5402	6331	3913	3321	3232
Hours	831	831	831	1284	1479	1495.5	1173	1,636	1,441	1,725	1488	1767	1,608	1466	1024.3	1085.61
Boarded Ride/ Hour	1.27	1.37	1.95	1.3	1.6	1.9	2.1	1.6	1.8	2.4	2.5	3.1	3.9	2.7	3.3	3

ODOT to receive over \$1 billion in transportation funding

Oregon Transportation Commission Chair Bob Van Brocklin releases statement on passage of federal infrastructure package

Nov. 7, 2021

For more information, contact [Kevin Glenn](#) or 503-480-5143

SALEM — The Oregon Department of Transportation will receive over \$1 billion dollars in additional transportation funding as part of the federal infrastructure package.

The money will go toward projects around the state that will benefit drivers, transit riders, cyclists and pedestrians, help maintain roads and bridges, and address climate change.

We're still analyzing the legislation to determine exactly how much funding ODOT will receive and where it will spend the money. Many projects are ready for construction, and others are in the final stages of planning so we should be able to move quickly.

We plan to release additional details this week and will hold a press conference for members of the media to speak to department leadership. We'll announce details on that press conference soon.

Oregon Transportation Commission Chair Bob Van Brocklin released the following statement on the bill's passage:

"This past weekend Congress completed work on the largest infrastructure finance bill in history. Once signed by the president, the \$1.2 trillion bill will allow ODOT to address a number of major challenges in our state.

"The Oregon Transportation Commission and ODOT will direct these funds, combined with state funding from the Oregon Legislature, to make real progress on Oregon's transportation priorities. Specifically, some \$1.2 billion will be allocated to our state in the next five years for highway and bridge construction and maintenance, safety improvements, mass transit investments, bicycle and pedestrian facilities, electric vehicle charging stations, and efforts to reduce carbon emissions from transportation sources.

"These resources will help us address congestion, which is increasing in our urban areas as the state's population continues to grow; freight mobility, earthquake recovery preparedness, passenger rail, and other elements of the comprehensive mobility system we seek to create. All of this work will focus on

improving our economy, our environment, and the quality of life of all Oregonians. Working together, we can attain this vision.

“In anticipation of this major new commitment at the federal level, beginning in 2020, the Oregon Transportation Commission and ODOT began working on a number of changes to create a modern transportation system that prioritizes equity, climate, safety, and the delivery of reliable transportation options to serve the diverse need of our citizens and businesses across the state. These early efforts position us to quickly invest the federal funds we receive and additional funds we will seek from new and continuing federal grant programs authorized by the bill Congress passed last weekend.

“The Oregon Transportation Commission and ODOT are deeply grateful for the hard work of our federal delegation to make this historic legislation a reality. We look forward to putting these new resources to work to build a better future for the people of Oregon.”

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LEGISLATIVE CONCEPTS: RECREATION ENHANCEMENT, WILDFIRE RESILIENCY, AND CONSERVATION FOR MT. HOOD AND THE COLUMBIA RIVER GORGE

OREGONIANS SHARE THEIR PRIORITIES FOR MT. HOOD AND THE COLUMBIA RIVER GORGE

Over the last several years, Congressman Blumenauer and Senator Wyden have listened to feedback from Oregonians, Tribal sovereigns, local elected officials, businesses, and others about Mt. Hood and the Columbia River Gorge. These stakeholders have shared information about how they use these special places, their concerns, and their proposed solutions to improve management, address wildfire risk, enhance recreation, and protect natural resources. After hearing from the public, the Congressman has compiled a series of legislative concepts designed to improve access to Mt. Hood and the Gorge for consideration in this public comment period. He welcomes your feedback as he and Senator Wyden continue to work together to protect and enhance our state's natural treasures.

PUBLIC PROCESS

For years now, Congressman Blumenauer and Senator Wyden have met with many individuals, elected officials, organizations, and local governments to better understand their ideas and concerns about Mt. Hood and the Gorge. They convened two public forums to gather feedback (March 2019 and August 2019). They held a public comment period during summer 2019 to solicit information, ideas, and concerns regarding these special places. During 2020 and 2021 they gathered additional feedback, ideas, and questions from a wide array of stakeholders, and put together draft concepts. The December 2021 comment period is another opportunity for the public to weigh in and help shape these ideas before legislation is drafted.

KEY THEMES

The public is interested in enhancing **sustainable and equitable outdoor recreation** on Mt. Hood and in the Gorge. During the coronavirus pandemic, these already-popular areas have seen skyrocketing use as people seek safe opportunities for outdoor recreation. The pandemic has underscored the need for relief at crowded trailheads, dispersal of use through better maintenance of existing trails and infrastructure and investment in new, sustainable recreational opportunities, and rehabilitation of wildfire-damaged infrastructure and increased fire resiliency, while ensuring that everyone feels welcomed when recreating here.

Oregonians also want to **protect the natural features that make these places so special**. With the outdoors providing a much-needed escape, people feel it's important now more than ever to preserve the canyons, ridges, and rivers where they hike, hunt and fish, bike, camp, ski, and ride. From pockets of old growth to stunning rivers and beautiful lakes, the Mt. Hood National Forest has many important resources to protect – for unparalleled recreation, for their wild character, to improve habitat for wildlife, to protect clean water and clean air, and to sequester carbon in the face of climate change.

Given the reality of climate change, we are likely to experience more frequent and intense storm and wildfire events on public lands. It's critical that as Congress seeks to enhance outdoor recreation



opportunities and conserve special places, it must **prioritize protecting communities at risk of wildfire damage**. Given the recent wildfire seasons and the increasing severity of catastrophic wildfire, there is considerable demand for plans and forest treatments to mitigate wildfire risk, and to invest in forest health across the landscape.

Imperative in managing public lands is respect for tribal communities who have lived on and stewarded the land since time immemorial. Future legislation addressing unmet needs on Mt. Hood must ensure that the federal government honors its treaty obligations and trust responsibilities to tribes by creating new management requirements to **ensure that tribal treaty rights are honored, prioritized, and protected**.

There's also significant interest in **modernizing transportation and transit systems** on Mt. Hood and in the Gorge. Local residents, employees, and visitors alike must get to and from these places safely and efficiently, while reducing car trips and greenhouse gas emissions.

DRAFT LEGISLATIVE CONCEPTS

Updating Mount Hood National Recreation Area.

By updating and expanding the existing National Recreation Area on the mountain, outdoor recreation opportunities and management could be enhanced, creating a better user experience while renewing a focus on wildfire resiliency, equity, and environmental stewardship. This concept could:

- Help the U.S. Forest Service prioritize equitable access to a diversity of high-quality outdoor recreation opportunities, reducing congestion on roadways and at crowded trailheads, and ensuring public safety and fire resilience, while protecting the ecological and scenic character of the area.
- Require a management plan to focus on enhancing, among other things:
 - Planning, protection, and management of structures for wildfire risk,
 - Investment in fire resiliency to protect communities and treasured places,
 - Trail stewardship and recreation management,
 - Transportation planning and management,
 - Big game and native species,
 - Natural, healthy forest stands and carbon storage, and
 - A variety of outdoor recreation experiences to serve diverse users.

Wildfire planning, mitigation, and rehabilitation.

Creating a wildfire planning, rehabilitation, and restoration plan for areas within the Mount Hood National Forest could help the Forest Service prioritize management activities that mitigate wildfire risk to communities. This concept could include:

- An assessment of wildfire risk across the Forest and creation of a mitigation and adaptation plan that identifies activities that can help protect communities, such as:
 - Science based, ecological fire mitigation treatments,
 - Evacuation routes and dissemination of emergency information, and
 - Prescribed fire and other wildfire risk management efforts.



- Prioritization of rebuilding and rehabilitation of recreation trails, boat launches, campgrounds, day-use areas, and other recreational infrastructure on the Forest for use by the public.

Enhancing trail stewardship on the Mount Hood National Forest.

Enhancing stewardship work on the Mount Hood National Forest could help ensure an ecologically and socially sustainable recreation trail network through the assistance of cooperating partners who are ready and willing to help. In other words, open more trails for more users, using better-coordinated volunteers. This concept could include:

- Creation of a recreation trails collaborative,
- Modernization of equipment to safely and effectively manage trail stewardship volunteers,
- Hiring more staff to manage recreation and partnership coordination,
- Identifying and meaningfully addressing recreation and stewardship issues concerning disadvantaged communities, and
- Exploring collaborative technology platforms to facilitate communication among volunteers.

Recreation enhancement for the Pacific Crest Trail.

Special management direction for land along the Pacific Crest National Scenic Trail on the Mount Hood National Forest could help preserve the trail's recreational, scenic, and other qualities. This concept could include help ensure that certain newly-proposed activities take the location of the Trail into account and, where practicable, minimize impacts to the Trail itself, without affecting reserved or outstanding rights provided by statute or treaty; the use and maintenance of existing roads, trails, highways; permitted activities; and other activities for wildfire resiliency.

Columbia River Gorge National Scenic Area trail planning and sustainability.

Enhancing recreation trail planning initiatives in the Columbia River Gorge National Scenic Area can ensure a better, more sustainable and more enjoyable recreation experience for all. This concept could include:

- Development of a common vision for a socially, ecologically, and economically sustainable recreation trail system within the National Scenic Area,
- Assessing the existing trail network to align with current ecological, social, cultural, and recreational needs; and
- Conducting studies to explore recreation trail development initiatives such as a loop trail system around the National Scenic Area and other key connector trails.

Designation of new additions to the Mount Hood Wilderness.

Wilderness designation in appropriate places can help preserve habitat and protect clean water and clean air – but also provide a wild, solitary recreation experience for a variety of users. This concept could include protecting as Wilderness parts of the iconic Tamanawas Falls area, Mount Defiance, Bluegrass Ridge and the beloved Salmon River keyhole, among other areas.



Designation of new Wild and Scenic Rivers.

Designating new Wild and Scenic Rivers is an important tool for protecting and enhancing selected scenic, recreational, and wild waterways that provide clean drinking water, outstanding experiences for recreationists, and habitat for fish and wildlife. This concept could include protecting parts of key rivers such as Still Creek, the West Fork Hood River, and sections of the Sandy River and Zigzag River, among others.

Ensuring Tribal sovereignty and treaty rights are honored.

Imperative in managing public lands is respect for tribal communities who have lived on and stewarded the land since time immemorial. The federal government must honor and prioritize its legal and trust obligations to tribes, and protect tribal treaty rights. This concept could include:

- Assurance that the Mt. Hood National Forest follows through on its statutory obligations to the Confederated Tribes of Warm Springs to develop a Cultural Foods Plan,
- Development of a management guideline to emphasize wildfire management, management of cultural foods, and habitat restore and enhancement for species such as deer and elk, and
- Regular training and workshops for Forest Service staff on tribal trust responsibilities.

Enhancing safe, reliable access to the Columbia River Gorge and Mount Hood.

Oregonians have called for better transportation management and safer access to the Columbia Gorge National Scenic Area and Mount Hood National Forest. Initiating the creation of a comprehensive plan in the Gorge, and enhancing existing plans on Mount Hood could help ensure that a wide variety of users – from tourists and regular recreational visitors to residents, employees, and folks just passing through – enjoy safe, equitable, and ecologically sustainable access to these special places by:

- Providing coordinated, reliable, and user-friendly transportation and transit options,
- Reducing congestion and improving public safety and emergency access,
- Providing sustainable funding sources for search and rescue, traffic and recreation management, and maintenance and restoration activities,
- Determining the feasibility of new or enhanced rest areas for public use on Mount Hood,
- Ensuring transportation options are accessible to transit-dependent and low-income communities; and
- Ensuring public safety.

Enhancing public safety.

As more and more Oregonians and tourists flock to Mt. Hood, it's critical that public safety is protected and enhanced. Local jurisdictions, who are largely responsible for activities like search and rescue, as well as significant firefighting and law enforcement services, must be able to keep providing these vital services. This concept could include:

- Authorization of funding for additional law enforcement and search and rescue personnel on the Mt. Hood National Forest who have undergone rigorous diversity, equity, and inclusion training,
- Help for counties and other Oregon jurisdictions to be reimbursed by the Forest Service for providing critical public safety services, and
- Emphasis on public education and signage, particularly for popular recreation areas.

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