



Wednesday, March 17, 2021
Hood River County Transportation District
Regular Meeting of the Board of Directors
224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00pm – 5:30pm
Meeting Minutes

Board Meeting Attendees

Board Members: Darrell Roberts, Lara Dunn, Leti Valle Morretti, Bridget Bailey, Megan Ramey, Greg Pack

Public: Teresa Gallucci (Our Team Accounting), John Andoh, Frank Thomas (ODOT)

Staff: Patty Fink, Ty Graves, Amy Schlappi

Lara called the March Board Meeting to order at 4:02PM. She acknowledged the Wasco and Wasrum, Warm Springs, and Grand Ronde Tribes of the Chinook peoples who lived on these lands for generations. Additionally, she recognized that the Board strives to embody a commitment to cultural equity and reconciliation, ecological conservation, and sustainability.

Approval of Minutes

Lara asked if there were any changes that needed to be made to the February 17, 2021 HRCTD Board Meeting. No changes to the minutes were requested. Leti made a motion to approve the minutes as presented, the motion was seconded by Greg and unanimously approved by the Board.

Public Comment

No public comment was made nor submitted to staff ahead of time.

Financial Overview

Teresa reviewed the February financials, by highlighting:

- \$574,000 more cash is available than the same period last year.
- There was an increase in grants receivable as staff accrued for the work accomplished but not yet billed.
- Prepaid expenses were reduced due to new dispatching software which is cheaper than the previous software used.
- Fuel expense is \$28,000 less than last year.
- Gross Profit overall was \$1.1 million which is \$43,000 less than last year at this time. Variance is mostly due to the timing for when the budgeted and actuals occurred.
- Net income was \$631,000 better than last year and \$106,000 better than what was budgeted.

Patty highlighted that we did accrue grant funds that had been spent but not yet reimbursed by the State based on Darrell's comments during the February meeting.



Resolutions & Action Items

STF/STIF Advisory Committee Member: Amy explained that there is one opening on the STF/STIF Advisory committee. Staff recently received an application from Rachelle Begay who works for Columbia River Inter-Tribal Fish Commission (CRITFC). Rachelle lives in Wasco County, but conducts work at the Native American in-lieu sites within Hood River County. Since she works within Hood River County with a minority community, she is eligible to be on the STF/STIF Committee. Leti made a motion to appoint Rachelle Begay as a STF/STIF Committee member, the motion was seconded by Darrell and unanimously approved by the Board.

Budget Committee Member: Amy explained that there is also an opening on the Budget Committee. Staff recently received an application from Jeremy Hull who uses CAT services, works in Hood River, but lives in Portland. Since he uses CAT services, he is considered a Representative of Services and therefore eligible to be on the Budget Committee. Greg made a motion to appoint Jeremy Hull as a member of the Budget Committee, the motion was seconded by Megan and unanimously approved by the Board.

Director's Report

Operations Report: Ty reviewed the February Operations Report, by highlighting:

- Safety score increased slightly. There were no vehicle accidents.
- The number of harsh events increased, but after review the incidents were not considered harsh events.
- Boarding rides per hour increased on all services except for the Gorge-To-Mountain Express.
- There were several days with minimal operations due to snow events.

Gorge-To-Mountain Express Update: Ty updated that the Gorge-To-Mountain service will end March 31st. Staff has been working with Mt. Hood Meadows staff to ensure operations run smoothly. There were minor service interruptions even with the extreme weather.

There was general discussion regarding the next FLAP application. Patty has been discussing different alternatives with other providers who operate around Mt. Hood to submit a joint application.

GOrge Pass Sales Update: Amy reviewed the GOrge Pass sales. In some categories sales are exceeding expectations and in other areas sales are meeting expectations. Adult Token Transit pass sales have slowed a bit but are expected to increase in the coming months.

Staff has been discussing with the school district about potentially distributing the passes by mail. Students are currently required to have a signed waiver before they can receive a pass, which they pick up either at the school or the CAT office.

Elections Update: Amy reminded the Board that the deadline to file for the elections is tomorrow March 18th. It does appear that there is interest from others who are not already Board Members. Staff suggests that Board Members do campaign before the election.



Bus Stop Update: Patty updated the Board that staff has a meeting with City of Hood River staff to discuss bus stops and a wide range of other topics. Including, \$100,000 CAT funds which have been reserved for ADA improvements near bus stops and resuming the Pink Trolley service.

The shelter at the One Community Health stop should be in place within the next month. The City has mentioned that they are committed to helping staff install bus stops throughout the City of Hood River.

Dog Mountain Shuttle: Ty let the Board know that Skamania County would like CAT to help with weekend Dog Mountain Shuttle Service. Patty added that the Dog Mountain Shuttle is a service that Skamania County started 3 years ago in partnership with the Forest Service. The service shuttles individuals between the Skamania County fairgrounds in Stevenson and the Dog Mountain trailhead. Skamania County asked us to help as they have smaller vehicles and not enough capacity due to COVID-19 restrictions. This will be a paid service.

Discussion Items

Supplemental Budget or Adjustment: Patty stated staff is still working on the Supplemental Budget. This year has been difficult to finalize some of the numbers due to COVID-19, however staff feels comfortable with the Supplemental Budget at this point. Patty highlighted a couple of different pieces, including:

- Staff is still waiting to hear about Capital delivery.
- The funds expected to be received this year from the Federal CARES Act has increased from \$150K to \$190K.
- Other Revenues have increased due to the reimbursement of the totaled vehicle which is expected to come to \$35K. Additionally, this includes the Columbia Gorge Health Council Grant which was not in the original budget and will fund Low-Income Fares.
- Staff has reduced the Grant/Contract Match amount based on the funds expected to be spent on the Gorge-To-Mountain Express Service.
- Driver expenses will cover the Uniform and Gym expenses that was approved by the Board.
- The Net Income will be close to \$400k which will be mostly due to carryover funds from STIF Formula funds that will not be able to be used this Biennium, but will be transferred to the next Biennium.

Budget Priorities: Patty reviewed the Budget priorities for Fiscal Year 21-22 that staff has previously heard from the Board. Priorities on the current list include:

- Assistant Executive Director
- Cascade Locks Shuttle
- Peak Hour City Route service
- Weekend Route Expansion
- Transit Master Plan
- Extensive low-income minority outreach
- GORge Pass Marketing



The Board discussed other topics that they would like to see incorporated if possible, into the FY 21-22 Budget.

- Evening Service expansion in Hood River (particularly weekends)
- Seasonal service between different breweries, wineries, & the fruit loop
- Transportation to Vaccine Clinics
- Transportation to trailheads (depending on trailhead include a bike trailer)
- Chaperones to help younger passengers learn how to ride the bus and how to load bikes

Member Topics

Trolley Service 2021: Ty reviewed that CAT will be offering the Weekend Trolley service starting April 3rd. As staff does not currently have a trolley this will be operated by a regular CAT bus until a trolley is purchased.

There are two low floor Gillig buses that staff is looking to purchase. These buses have a great turning radius and will be used for the Weekend Trolley service until a trolley is purchased. The CAT mechanic will be looking at these two Gillig buses in Seattle this coming weekend. These are replacement vehicles for bus 196 which was recently totaled. After the purchase of these vehicles there will be enough left over to invest in a trolley of our own.

There was a large group discussion on the different types of trollies available and what would be preferable. At the end of the discussion the group was split between the different options included in the Board Meeting Materials.

- ❖ Staff will continue to look for other trolley options.

Pet Policy: Lara would like the Board to consider updating the Pet Policy to allow well-mannered dogs to ride the bus without being in a confined carrier. Sample policies of other transit providers were included in the Board Meeting Materials.

The group had a large discussion regarding what would need to be included in a Pet Policy that did not require dogs to be in a confined carrier. The Board generally agreed on updating the policy and that bus drivers should have ability to use their discretion to allows dogs on the bus and dogs should be leashed and muzzled.

- ❖ Staff will create a draft Pet Policy and present at the next Board Meeting.

Upcoming Events

The next Board Meeting and Supplemental Budget Hearing will be April 21, 2021 at 4PM.

At 5:26PM Greg made a motion to adjourn the meeting, the motion was seconded by Darrell and unanimously approved by the Board.