



Wednesday, August 17th, 2022
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

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: 889 1616 0524, Password: 971345** or by visiting <https://us02web.zoom.us/j/88916160524?pwd=Y0tsOTV4Rmwzbld4aWxycnJ1dXNuQT09>

Board of Directors Meeting

- 1. Call Meeting to Order – 4:00 p.m.**
- 2. Roll Call:** Greg Pack - Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee, Lara Dunn, Jeff Helfrich, Leti Moretti.
- 3. Approval of July 20th, 2022, Meeting Minutes – Greg Pack- 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:***

- To indicate that you would like to provide testimony, please use the raise your hand button.
- For those attending via phone only, press *9 on your phone to raise your hand.
- 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.
- 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.
- For those unable or not wanting to speak publicly, testimony may be provided via e-mail at Amy.schlappi@catransit.org
- Three (3) minutes per community member.

- 5. June Financial Report – Teresa Gallucci (Our Team Accounting) - 4:15p.m.**



- 6. Resolutions & Action Items – 4:25p.m.**
- 7. Operations Manager’s Report – Ty Graves – 4:35 p.m.**
 - a. Employee of the Month
 - b. Performance Report
 - c. Upcoming Seasonal Service Changes
- 8. Executive Director’s Report – Amy Schlappi – 4:45 p.m.**
 - a. Accountant Status Follow-Up
 - b. TMP Update
 - Public Engagement
 - Service Options
 - c. Website User Interface Project
 - d. Seasonal Service/Programs Update
- 9. Discussion Items –4:55 p.m.**
- 10. Upcoming Events –5:05 p.m.**
- 11. Adjournment – 5:30 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, July 20th, 2022
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

1. Call to Order

Lara called the Board of Directors Monthly July Meeting to order at 4:01pm.

2. Roll Call:

Tiah took roll call. Lara Dunn (Chair), Leti Moretti (Vice-Chair), Darrell Roberts, Greg Pack, Megan Ramey, Meghan Larivee

Quorum was met.

Absent: Jeff Helfrich

Staff: Tiah Mayhew, Amy Schlappi, Ty Graves, Teresa Gallucci

3. Agenda Changes

Amy requested to remove agenda item 7.e.

Motion: Darrell made a motion to remove item 7.e from the consent agenda. The motion was seconded by Greg.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

4. Approval of June 15th Board of Directors Minutes

No changes or corrections of the June 15, 2022, meeting minutes were requested.

Motion: Greg made a motion to accept the minutes for the June 15th board meeting. The motion was seconded by Leti.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

5. Public Comment

No public comments were made.

6. Monthly Financial Report – Teresa Gallucci, Our Team Accounting

Teresa gave a brief overview of the year end draft financial report. At the end of June cash available was 1M. There was 895k in the CIT account. Revenue year to date 2.3M. The district has received less than expected due to the 900K of delayed capital purchases. Accounts receivables were 71k at the end of the year, made up of 5 invoices, 1 was 2 months old and the remaining 4 were under 30 days. Grants receivables are 527k at the end of year, Q4 will be received in 1st quarter of this fiscal year. Roughly 280K through grant reimbursements was received after this report had been completed, relieving some short-term financial concerns. Accounts payable was 38K at end of June, 26K current, and 12k less than 30 days old. Cost of goods was over budget and had a overall negative variance of 145k. This was caused by unplanned preventative maintenance expenses, radios, and F2L capital expenses that have not yet been reimbursed. Fuel was under budgeted by 75K. Administrative expenses was 36k over budget, 25k was due to unexpected building repairs. Net income was 33K at the end of the year which was 9K less than budgeted.

Darrell commented that the district's revenue shortfall was roughly 330K and since there is a built-in deficit in the FY23 budget the board and staff should be very aware of that as we head into the next Fiscal Year. He noticed that the fare and employer pass revenue had increased quite a bit and wants to increase that moving forward. Amy discussed how the One Day pass sales has been exceeding expectations and how the GOrge Pass marketing program is shifting towards locals and local organizations.

7. TMP land use presentation- Andrew Parish with MIG

Andrew Parish from MIG presented the current status of the land use analysis and a transit-oriented development study that his firm was selected to complete for the Transit Master Plan. Andrew gave a presentation and provided documents to the board that were provided in the meeting materials. There was general discussion and board members made a couple of suggestions of items that should be included (Ruthton Park, Detour, etc.).

8. Resolution & Action Items

- a. Selection of Accountant – Tiah informed the Board that staff has only received one response to the RFP that was released and that was from Sharon Batten with My Business Partner LLC. Tiah explained that Sharon provided 7 references, but we only were able to connect with two of them, those were provided in the meeting materials. Staff recommendation is to have Darrell or members of the Budget Committee conduct an interview with Sharon Batten before making a final decision. There was general discussion regarding Ms. Batten's hourly rate when compared with Our Team Accounting.

Motion: Darrell made a motion to accept My Business Partners LLC. with the stipulation that at least one committee member meets with Sharon Batten. The motion was seconded by Greg.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

- b. Elections – Current Chair terms expire each year on June 30th. Board members nominated Greg Pack for Chair, Megan Ramey for Vice-Chair, and Darrell Roberts for Secretary/Treasurer. All nominees accepted the nominations.

Motion: Meghan L. made a motion to nominate Greg Pack for Chair, Megan Ramey for Vice-Chair, and Darrell Roberts for Secretary/ Treasurer. The motion was seconded by Leti.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

- c. Employee Handbook Policies Update – Amy explained that staff had updated the Employee Handbook by working with SDAO and HR Answers. The handbook includes all required items, items from the previous handbook, and new policies approved by the board in the past couple of years. Amy discussed a couple of new items that were added to the handbook including but not limited to cell phone stipend, civic duty, retirement etc. The intent is for this handbook to include all valuable information for new employees so that everyone has a good understanding of the benefits that the district provides.

Darrell encouraged the board to consider offering health benefits to part-time employees. There was general discussion regarding benefits.

Motion: Lara made a motion to adopt the Employee Handbook as presented. The motion was seconded by Darrell.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

- d. Eligible Check Signer – Amy asked the board to approve Greg, Megan R, and Ty to be added to HRCTD’s Columbia Bank account as eligible check signers. Greg and Megan since they were elected as the new Chair and Vice-Chair respectively. Having Ty as a check signer will allow flexibility so that if Amy is on vacation there is still the ability to sign checks. Amy also requested that Tiah be given permission to obtain a login to Columbia Bank to view the accounts and to print statements.

Motion: Leti made a motion to add Greg Pack, Megan Ramey, and Tyrel Graves as eligible check signers for the district’s bank account. The motion was seconded by Darrell.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

Motion: Megan R made a motion to allow Tiah access to obtain login credentials. The motion was seconded by Greg.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

9. **Operations Manager’s Report** – Ty gave a brief Operations overview. Employee of the month was Dennis Bloom. Dennis is a pleasure to have, management can always count on him. There were two minor crashes with parked vehicles, but no major damage. There were 28 harsh event reports. These were due to transferring devices from the Gorge to Mountain buses to Falls to Locks. When they fall or shift it causes it to register as an event. Drive time went up slightly. Percentage over speed limit is up a small amount. Miles driven is up a small amount. On time fixed performance was down slightly. Fuel use and cost were up. There were two major vehicle repairs. Ridership increased on all routes, but significantly on the Columbia Gorge Express and Hood River City route.

10. Executive Director's Report- Amy Schlappi

- a. Transit Master Plan Update - Amy discussed the high-level results of the community survey and Ty reviewed the service options that will be presented to the community in the second survey. There was general discussion of the different options. These options will be presented to the TAC and CAC before the survey is distributed in mid-August. In the second survey community members will be able to choose from the different options for each focus area.
- b. CARES ACT Application Update – CAT has been notified that the scoring committee recommends that CAT be awarded CARES Act funds. Staff had applied for roughly \$500K and the recommended funding amount is \$400K.
- c. Mt. Adams Transportation service (MATS) approached Amy about opportunities to apply for consolidated grant funding for CAT to operate summer weekend service in White Salmon. Amy asked the board permission to explore the opportunity. The board generally agreed to Amy exploring the opportunity but asked her to come back to the board before an application is submitted.
- d. Realtor – Amy asked the board for general agreement to sign a contract with a realtor to look for potential property that would better suit the district's needs as it expands and bigger vehicles continue to be added to the fleet. The board generally agreed that it was okay for Amy to move forward with Anne Medenbach. The board had received a description of her experience in their board materials. Amy stated that if the district intends to sell the current property an RFP would need to be sent out in order to select a realtor.

11. Discussion Items

- a. Board Meeting Materials – Amy stated that creating board materials takes time and it has very rarely been possible to complete them and send them to the board a week before the board meeting. Staff is asking to send the meeting materials the Friday before the monthly board meeting. Board members agreed to receive board materials on the Friday before the monthly meeting.

12. Adjournment

Motion: Greg made a motion to adjourn meeting at 5:45pm. The motion was seconded by Meghan L.

Approved by: Lara, Leti, Darrell, Greg, Megan R, Meghan L

Opposed by: None

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 Tiah Mayhew accountant@catransit.org or call (541) 386-4202.*

Prepared by: Tiah Mayhew, Office Manager

Approved by: Darrell Roberts, Secretary-Treasurer

Management Report

Columbia Area Transit

For the period ended July 31, 2022



Prepared by

Our Team Accounting, LLC

Prepared on

August 12, 2022

Columbia Area Transit
Financial Statements Variance Analysis
Period Ending: July 31, 2022

Balance Sheet

Cash Availability - Total available cash at the end of July 2022 was \$1.1m. This is approximately \$34k less than the first period of FY22.

Accounts Receivable – Outstanding AR at the end of July totaled receivable of \$71k. No payment has been received for accounts receivable in the last 90 days.

Grants Receivable – The total Grants Receivable balance at the end of July was \$640k. This is roughly \$52k more than this time last year. Payments for Q3 activity are still coming in and all Q4 receivables have yet to be received.

Prepaid Expenses – Total prepaid expenses at the end of July were \$32k. The property and casualty insurance renewal was received and paid, which has increased the balance. Approximately \$5k in expense for the month was recognized.

Accounts Payable – The amount due to vendors and not yet paid at the end of July was \$42k. Of this amount, approximately \$17k is for the property and casualty insurance renewal and \$8k is for project planning consultants.

Deferred Revenue – All deferred revenue has been earned and recognized.

Income Statement

Note: These financials do not include actual to budget comparisons. This calculation will be presented with the August monthly financial statements.

Revenue – Total revenue earned during the first period of FY23 was \$473k, which is \$195k more than FY22 at this time. This is due to the CARES Act funds received in the amount of \$271k for FY22 Q3 and FY23 Q1 that were not previously recorded.

COG Fuel – Fuel expense for the July 2022 was \$37k. The amount spent in FY22 was \$16k. The variance is due to increase bus service as well as increased cost of fuel.

COG Operations - Preventative maintenance expenses, (tires, shop supplies and bus repair expenses) at the end of July totaled \$14k, which is \$9k more than FY22. Of this amount approximately \$12k is due to the installation of air conditioning in the buses.

COG Communication – Dispatch, GPS software and cellular data expenses for the month was \$2k. This is on par with FY22.

COG Driver Expenses – As of July 30th, driver expenses were less than \$1k. This is also on par with spending prior year at this time.

Advertising – Advertising expense for the month totaled \$2k and was largely dedicated to parade supplies and the Outdoor Gallery for Art of Community.

Grant / Contract Match Funds – No match funds were recorded for the month of July.

Gross Profit – Gross profit for activity through the end of the first period of FY23 was \$413k which \$198k more than FY23. Again, this variance is due to the timing of CARES Act funds received.

Administrative Expense – Administration expenses for the month of July totaled \$21k which is \$8k more than last year at this time. This amount is attributed to the special planning project and associated professional fees.

Personnel – Personnel costs for July totaled \$162k which is \$32k more than last year at this time

Capital Outlay – No purchases have been made yet this year.

Net Income – Net income at the close of close of July was \$230k, which is \$158k more than FY22.

Columbia Area Transit

Statement of Financial Position

As of July 31, 2022

	TOTAL			
	AS OF JUL 31, 2022	AS OF JUL 31, 2021 (PY)	CHANGE	% CHANG
ASSETS				
Current Assets				
Bank Accounts				
1000 C. I. B. - Operating (6906)	228,461	31,095	197,365	635.00
1005 C. I. B. - Savings (3232)	30,000	500,107	(470,107)	(94.00 %)
1020 C. I. T. - H. R. County	897,115	658,272	238,843	36.00
1050 Petty Cash	100	(22)	122	563.00
Total Bank Accounts	\$1,155,675	\$1,189,453	\$ (33,777)	(3.00 %)
Accounts Receivable	\$70,905	\$0	\$70,905	0.00
Other Current Assets				
1205 Accounts Receivables - Property Tax Audit Adj	22,140	22,140	0	0.00
1210 Accounts Receivables - Grants	639,528	587,320	52,208	9.00
1270 Prepaid Expenses	31,859	29,116	2,743	9.00
1998 Undeposited Funds	0	0	0	
1999 Uncategorized Asset	160		160	
Total Other Current Assets	\$693,687	\$638,576	\$55,111	9.00
Total Current Assets	\$1,920,267	\$1,828,029	\$92,238	5.00
Fixed Assets	\$2,888,304	\$2,888,304	\$0	0.00
TOTAL ASSETS	\$4,808,572	\$4,716,333	\$92,238	2.00
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	\$41,685	\$116,352	\$ (74,667)	(64.00 %)
Credit Cards	\$15,752	\$8,357	\$7,396	88.00
Other Current Liabilities	\$85,727	\$108,227	\$ (22,500)	(21.00 %)
Total Current Liabilities	\$143,164	\$232,936	\$ (89,772)	(39.00 %)
Long-Term Liabilities	\$4,255,719	\$4,255,719	\$0	0.00
Total Liabilities	\$4,398,883	\$4,488,655	\$ (89,772)	(2.00 %)
Equity	\$409,688	\$227,678	\$182,010	80.00
TOTAL LIABILITIES AND EQUITY	\$4,808,572	\$4,716,333	\$92,238	2.00

Columbia Area Transit

Statement of Activity

July 2022

	TOTAL			
	JUL 2022	JUL 2021 (PY)	CHANGE	% CHANGE
Revenue				
4001 Fare Revenue	19,430	17,622	1,808	10.00 %
4200 Federal Funds	348,132	43,940	304,192	692.00 %
4700 State Funds	103,844	215,432	(111,588)	(52.00 %)
4870 Local Assistance	1,015	92	923	1,008.00 %
4900 Other Revenue	594	579	15	3.00 %
Discounts/Refunds Given		(221)	221	100.00 %
Total Revenue	\$473,015	\$277,444	\$195,570	70.00 %
Cost of Goods Sold				
5005 Vehicle Expense	7	438	(431)	(98.00 %)
5019 Fuel	36,739	16,165	20,574	127.00 %
5020 Operation Expenses	16,427	7,259	9,168	126.00 %
5100 Communication Expense	2,441	2,861	(420)	(15.00 %)
5200 Vehicle Insurance	2,035	1,492	543	36.00 %
5500 Driver Expenses	435	740	(305)	(41.00 %)
5600 Advertising & Marketing	2,183	13,258	(11,075)	(84.00 %)
5700 Grant/Contract Match Funds		18,853	(18,853)	(100.00 %)
5800 Partner Distributions - Gorge Pass		1,363	(1,363)	(100.00 %)
5899 COVID19 Expenses		204	(204)	(100.00 %)
Total Cost of Goods Sold	\$60,266	\$62,633	\$ (2,367)	(4.00 %)
GROSS PROFIT	\$412,749	\$214,811	\$197,937	92.00 %
Expenditures				
7000 Administrative Expenses				
7003 Building Expenses	2,246	2,185	61	3.00 %
7100 Office Supplies & Expenses	1,882	2,597	(716)	(28.00 %)
7300 Professional Fees	15,744	6,108	9,635	158.00 %
7400 Other Administrative Expense	885	1,767	(882)	(50.00 %)
Total 7000 Administrative Expenses	20,756	12,658	8,098	64.00 %
8000 Personnel Expense				
8003 Administrative Personnel Expense	49,405	35,471	13,934	39.00 %
8103 Direct Service Personnel Expense	112,494	94,169	18,324	19.00 %
Total 8000 Personnel Expense	161,899	129,640	32,258	25.00 %
Total Expenditures	\$182,654	\$142,298	\$40,356	28.00 %
NET OPERATING REVENUE	\$230,094	\$72,513	\$157,581	217.00 %
NET REVENUE	\$230,094	\$72,513	\$157,581	217.00 %

Columbia Area Transit

Statement of Cash Flows

July 2022

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	230,094
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1211 Accounts Receivables - Grants:Grant Receivable - 5310 Funds 35149	(10,809)
1212 Accounts Receivables - Grants:Grants Receivable - 5311 Funds 34740	(24,800)
1213 Accounts Receivables - Grants:Accounts Receivable 5311 CARES - 34976	(1,899)
1214 Accounts Receivables - Grants:Accounts Receivable - STIF Discretionary 35102	(48,315)
1215 Accounts Receivables - Grants:Accounts Receivabel - STIF Formula 35033	(26,000)
1216 Accounts Receivables - Grants:Accounts Receivable - Planning 3504 - 35131	(700)
1273 Prepaid Expenses:PP - SDIS Vhcl & Gen Liab Insurance	967
1274 Prepaid Expenses:PP - SDIS Workers Comp	0
1275 Prepaid Expenses:PP - Fleetio Scheduler	(990)
1277 Prepaid Expenses:PP - UniteGPS	0
1999 Uncategorized Asset	(80)
2000 Accounts Payable	(19,973)
2105 Columbia Bank Visa (2801)	4,717
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	(127,882)
Net cash provided by operating activities	\$102,212
NET CASH INCREASE FOR PERIOD	\$102,212
Cash at beginning of period	1,053,464
CASH AT END OF PERIOD	\$1,155,675

Columbia Area Transit

Bill Payment List

July 2022

DATE	NUM	VENDOR	AMOUNT
1000 C. I. B. - Operating (6906)			
07/01/2022	21694	Nick Herman Mobile Repair	(9,419.00)
07/01/2022	21695	Discovery Auto Glass	(2,730.00)
07/07/2022	21696	Petty Cash	0.00
07/07/2022	21697	Petty Cash	(95.00)
07/06/2022		Our Team Accounting, LLC	(1,605.40)
07/21/2022	21698	A & E Heating	(268.00)
07/21/2022	21699	Advanced Security & Electrical Technology, Inc.	(151.60)
07/21/2022	21700	Amalgamated Transit Union	(185.80)
07/21/2022	21701	Bohn's Printing	(170.87)
07/21/2022	21702	Car Stereo Specialist	(13,634.12)
07/21/2022	21703	Chinook Plumbing Inc.	(386.25)
07/21/2022	21704	Jeff Helfrich	(30.00)
07/21/2022	21705	Fleetio	(1,080.00)
07/21/2022	21706	Mid Columbia Backflow, LLC	(306.00)
07/21/2022	21707	MIG	(3,690.00)
07/21/2022	21708	UniteGPS LLC	(767.00)
07/21/2022	21709	Kerry Cobb	(1,400.00)
07/21/2022	21710	KRP Data Systems	(1,080.00)
07/21/2022	21711	Nick Herman Mobile Repair	(1,312.50)
07/21/2022	21712	ODDS	(483.21)
07/21/2022	21713	Art of Community	(1,500.00)
07/21/2022	21714	Cogito	(6,446.26)
07/21/2022	21715	Darrell Roberts	(60.00)
07/21/2022	21716	Day Wireless Systems	(900.00)
07/21/2022	21717	Discovery Auto Glass	(1,410.00)
07/21/2022	21718	Gorge Area Business Assistance	(549.20)
07/21/2022	21719	Greg Pack	(60.00)
07/21/2022	21720	Hood River County Chamber of Commerce	(450.00)
07/21/2022	21721	Jubitz Fleet Services	(339.33)
07/21/2022	21722	Lara Dunn	(60.00)
07/21/2022	21723	MCEDD	(755.83)
07/21/2022	21724	Meghan Larivee	(60.00)
07/21/2022	21725	Mount Adams Transportation Service - MATS	(752.69)
07/21/2022	21726	Point S Tire & Auto Service	(1,248.93)
07/21/2022	21727	Sacred Art Studio	(900.00)
07/21/2022	21728	Skamania County	(752.69)
07/21/2022	21729	Napa Auto Parts	(1,874.65)
Total for 1000 C. I. B. - Operating (6906)			\$ (56,914.33)

Columbia Area Transit

A/P Aging Summary

As of July 31, 2022

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Advanced Security & Electrical Technology, Inc.	3,809.00					\$3,809.00
Bohn's Printing	87.10					\$87.10
Car Stereo Specialist	3,387.71					\$3,387.71
Cascade Health Solutions		309.00		159.00		\$468.00
Cogito	1,820.00					\$1,820.00
Employment Department, Oregon	1,132.00					\$1,132.00
Hood River County Community Development	1,955.00					\$1,955.00
Jubitx Fleet Services	246.87					\$246.87
MIG	7,945.00					\$7,945.00
Napa Auto Parts	1,109.41					\$1,109.41
Our Team Accounting, LLC	1,054.41					\$1,054.41
Point S Tire & Auto Service	310.46					\$310.46
Postmaster	106.00					\$106.00
Providence OCC Travel Medicine Clinic		275.00		115.00	75.00	\$465.00
Sign Media	25.00					\$25.00
Special Districts Insurance		4,339.00		6,661.00	5,522.00	\$16,522.00
VanKoten & Cleaveland, LLC		490.00		332.50		\$822.50
Weatherly Printing			419.48			\$419.48
TOTAL	\$22,987.96	\$5,413.00	\$419.48	\$7,267.50	\$5,597.00	\$41,684.94

Operations Report



July

Safety and Statistics

Operations Report

SAFETY AND STATISTICS
SAMSARA SAFETY SCORE

	July	June	May	April
Safety Score	94	98	97	98
Crashes	0	2	0	0
Harsh Events reported	100	28	12	2
Harsh Events actual	3	*	*	*
Drive Time	1,450:03	1,511:25	1,451:59	1,025:18
% Over speed limit	10%	2.7%	2.6%	1.6%
Miles Driven	49,143 mi	51,669 mi	49,673 mi	33,298

ON TIME PERFORMANCE

	July	June	May	April	March
Fixed OTP 5 mins	90%	92%	97%	97%	97%
Fixed OTP 15 mins	98%	97%	99%	98%	99%
DAR OTP 5 mins	89%	88%	89%	82%	63%
DAR OTP 15 mins	97%	98%	99%	97%	85%

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

scheduled time

OTHER STATISTICS

	July	June	May	April	March
Fuel Used (Gas)	2739.54	2205.39	2018.31	1726.1	1996.6
Fuel Used (Diesel)	4131.19	4672.65	4182.86	2427	3292.7
Total Fuel Cost	\$30,703.36	\$36,099.23	\$28,608.89	\$16,990.22	\$21,754
Vehicle Repairs	0	2	2	1	2
Customer Complaints	1	0	1	0	0
Cost Per Mile	\$0.62				

Driver of The Month:

Debra Nunez

City Route

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	952	1056	771	845	879	1070	857	951	1093	1209	1396	1453	1757
Hours	273	264	252	293	319	319	230	208	230	242	403	390	360
Boarded Ride/ Hour	3.48	4	3.1	2.9	2.8	3.4	3.7	4.6	4.8	5	3.5	3.7	4.8

DAR

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	339	212	225	295	330	358	269	220	320	274	263	289	237
Hours	252	176	186	69	83	83	65	56	77	72	64.5	70	78
Boarded Ride/ Hour	1.4	1.2	1.2	4.2	4	4.3	4.1	4	4.2	3.8	4	4.1	3.1

Cascade Locks

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	102	204	72	82	91	129	47	65	70	66	51	51	68
Hours	168	198	168	128.45	125	125	70	66.5	70	72	66	63	63
Boarded Ride/ Hour	0.6	1	0.4	0.6	0.7	1	0.7	1	1	1	1	1	1

Upper Valley

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	May	July
Rides	446	453	446	662	491	514	502	429	460	464	427	480	476
Hours	189	198	189	183.5	160	160	180	176	207	180	190	198	189
Boarded Ride/ Hour	2.4	2.3	2.4	3.6	3.1	3.2	2.8	2.4	2.3	2.6	2.2	2.5	2.5

The Dalles

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	250	359	325	215	285	270	261	248	344	271	385	379	356
Hours	104	106	102	100	90.61	115	99	89	99	98	106	104	106
Boarded Ride/ Hour	2.4	3.4	3.2	2.2	3.1	2.4	2.6	2.8	3.5	2.8	3.6	3.7	3.4

Columbia Gorge Express

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	2585	3028	1908	1399	1247	1206	947	926	1727	1488	2633	2921	3708
Hours	696	522	502	333.5	308	308	327	306.5	327	349	597	624	672.5
Boarded Ride/ Hour	3.8	5.8	3.8	4.2	4.1	4	2.9	3	5.3	4.3	4.4	4.7	5.5

Seasonal Service

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	0	46	0	0	0	0	787	1016	941	20/92	1216	396	465
Hours	0	72	0	0	0	0	375	337.5	375	13/76	180	39	196
Boarded Ride/ Hour	0	0.6	0	0	0	0	2.1	3	2.5	1.5/1.2	6.8	10	2.4

All Routes

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Rides	5402	6331	3913	3321	3232	3547	3670	3855	4955	3628	6371	5969	7,067
Hours	1767	1,608	1466	1024.3	1085.61	1110	1346	1239.5	1358	829	1606.5	1425	1664
Boarded Ride/ Hour	3.1	3.9	2.7	3.3	3	3.2	2.72	3.1	3.7	4.4	4	4.2	4.2