



**Wednesday, May 17<sup>th</sup>, 2023**  
**Public Hearing - Draft Transit Master Plan Update**

**224 Wasco Loop, Board Conference Room**  
**Hood River, OR 97031**  
**4:00 p.m. – 4:15 p.m.**

**Meeting Minutes**

**1. Call Meeting to Order**

Greg called the Board of Directors Meeting to order at 4:02 PM.

**2. Roll Call**

Tiah took roll call: Greg Pack – Board Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee, Tamra Taylor, Lara Dunn (arrived at 4:05pm)

**Absent:** Leti Moretti

**Staff:** Amy Schlappi, Tiah Mayhew, Jeff Acciaioli

**Public:** None

**3. Public Comment**

No public comments were made.

**4. Draft Transit Master Plan Update**

Amy explained that all comments made by board members at the April Board meeting had been included in the Executive Summary and Full Transit Master Plan(TMP) which were included in the meeting materials. Amy summarized the different presentations that she did of the TMP and advertisement of the public hearings including at the Hood River County City Council, Hood River County Commissioners, and Cascade Locks City Council meetings.

**5. Adjournment – 4:07pm**

**Motion:** Tamra made a motion to adjourn the Draft Transit Master Plan Public Hearing at 4:07pm. The motion was seconded by Meghan L.

**Approved by:** Lara, Meghan L, Tamra, Megan R, Darrell, Greg

**Opposed By:** None



**Wednesday, May 17<sup>th</sup>, 2023**  
**Regular Meeting of the Board of Directors**  
**of the Hood River County Transportation District**

**224 Wasco Loop, Board Conference Room**  
**Hood River, OR 97031**  
**4:15 p.m. – 5:30 p.m.**

**Meeting Minutes**

**1. Call Meeting to Order**

Greg called the Board of Directors Meeting to order at 4:07 PM.

Staff requested that agenda item 6 (e) – Approval of Modified Cash Specifics be removed from the consent agenda as it was no longer applicable.

**Motion:** Darrell made a motion to remove agenda item 6 (e) – Approval of Modified Cash Specifics be removed from the consent agenda. The motion was seconded by Lara.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

**2. Roll Call**

Tiah took roll call: Greg Pack – Board Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee, Lara Dunn, Tamra Taylor

**Absent:** Leti Moretti

**Staff:** Amy Schlappi, Tiah Mayhew, Jeff Acciaioli

**Public:** None

**3. Approval of April 19th, 2023, Board of Director Meeting Minutes**

Greg asked if there were any changes that the Board would like to make to the April 19th meeting minutes. The meeting minutes were included in the board meeting materials.

**Motion:** Darrell made a motion to approve the April 19th Meeting Minutes. The motion was seconded by Tamra.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

**4. Public Comment**

No Public Comments were made.

**5. Monthly Financial Update**

Tiah updated the board on a couple of items:

- Bank transition from Umpqua to Key Bank



- Full financial statement will be distributed at the June 21<sup>st</sup> meeting.
- The district did receive \$800k in Q3 Reimbursements, however staff is still waiting on 5311 and 5304 grant reimbursements.

There was discussion regarding the specific items needed to complete the bank transition by the end of the fiscal year.

## 6. Resolution & Action Items

### a. Adoption of the HRCTD Transit Master Plan

**Motion:** Lara made a motion to approve resolution 051720231 to adopt the Hood River County Transportation District Transit Master Plan 2023. The motion was seconded by Megan R.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

### b. Approval of the Multnomah Falls Transportation Ambassador Contract

Staff is asking for approval of the Multnomah Falls Transportation Ambassador Contract with Gorge Area Business Assistance. CAT is not staffing the program this year but instead working with the contractor to staff the timed use permit checkpoint. CAT is receiving funds from the U.S. Forest Service to fund this program.

**Motion:** Lara made a motion to approve the Multnomah Falls Transportation Ambassador Contract with Gorge Area Business Assistance with a not to exceed of \$70,000. The motion was seconded by Tamra.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

### c. Approval of Upcoming Grant Applications

Amy discussed the two grant applications that CAT would like to apply for within the next month. A memo included in the board materials discussed the details of the two applications. The Carbon Reduction Program would include an ebike lending library, car sharing, and ebike subsidies. The CARES ACT application will help the district mitigate pandemic related increased expenses. There was some discussion regarding the two applications.

**Motion:** Megan R made a motion to approve staff to apply for the Carbon Reduction Program and CARES ACT applications. The motion was seconded by Lara.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

### d. Approval to open LGIP Account



Darrell expressed concern of risk involved with the LGIP account and suggested that staff complete research of other options to confirm the best option that mitigates risk but has a good interest rate. The other board members agreed. Staff will do additional research and bring it back to the board at a future board meeting.

**e. Approval of Jeff Acciaioli as check signer**

Amy asked the board to approve Jeff as a check signer so that checks can be signed if needed when Amy is on vacation. Tiah cannot do this as she is the person creating the checks.

**Motion:** Darrell made a motion to approve Jeff Acciaioli as a check signer. The motion was seconded by Lara.

**Approved by:** Lara, Megan R, Meghan L, Tamra, Greg, Darrell

**Opposed By:** None

**7. Operations Manager Report**

Jeff reviewed the Safety Scores, Operations Data, and Reported Data which were all included in the meeting materials. There was discussion regarding harsh events and accident that occurred in the lower parking lot. Speeding has been reduced. There was a discussion regarding the customer complaint.

**8. Executive Session ORS 192.660(2)(d) - To conduct deliberations with persons designated to carry on labor negotiations.**

Greg called the Executive Session to order by citing ORS 192.660(2)(d) – To conduct deliberations with persons designated to carry on labor negotiations.

The board adjourned from Executive Session at 5:32PM.

**9. Executive Director Report**

**a. FY24 Annual Budget Update**

The first Budget Committee was on May 10<sup>th</sup> where there was a lot of great discussion. The second Budget Committee originally scheduled for May 24<sup>th</sup> was cancelled due to the committee not thinking that additional deliberations were necessary. The third Budget Committee meeting will be June 7<sup>th</sup>. The Budget Hearing will take place at the June 21<sup>st</sup> Board Meeting.

**b. Drug & Alcohol Policy Update**

*Note: Amy accidentally discussed staffing and summer service instead of the Drug & Alcohol Policy Update due to reading a cheat sheet that was not updated appropriately. This will be discussed at a future board meeting.*

**10. Discussion Items**

**a. Remove Flag stops from City Route**

Amy suggested that due to the limited time to move this to the June 21<sup>st</sup> board meeting. The board generally agreed to this.



**11. Upcoming Events**

- a. Memorial Day will be weekend level service.
- b. Expanded Columbia Gorge Express service will begin on June 7<sup>th</sup> with 3 additional runs per day.

**12. Adjournment – 5:37 p.m.**

**Motion:** Tamra made a motion to adjourn the meeting at 5:37pm. The motion was seconded by Darrell.

**Approved by:** Lara, Meghan L, Tamra, Megan R, Darrell, Greg

**Opposed By:** None