



**Wednesday, September 18th, 2024**  
**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.**

**Meeting Minutes**

**1. Call Meeting to Order**

Megan Ramey called the Board of Directors Meeting to order at 4:00 PM.

**2. Roll Call**

Tiah took roll call: Megan Ramey - Board Vice Chair, Tamra Taylor - Board Secretary/Treasurer, Matt Althoff, Gisela Ayala-Echeverria

**Absent:** Greg Pack - Board Chair, Meghan Larivee, Eleazar Reyes

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

**Public:** Emily Reed (Columbia Gorge Tourism Alliance), Kathy Fitzpatrick (Mid-Columbia Economic Development District), Anne Medenbach (Copper West)

**3. Approval of Amendment to Agenda**

Staff has requested a change to the agenda, they requested adding agenda item 8.a - Approval of Updated Real Estate agreement under Resolution & Action Items and agenda item 11 Executive Session per ORS 192.660(2)(e) "To conduct deliberations with persons designated by the governing body to negotiate real property transactions."

**Motion:** Tamra made a motion to approve the addition of items to the meeting agenda. The motion was seconded by Matt.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed by:** None

**4. Approval of August 21st, 2024, Board of Director Meeting Minutes**

Megan asked if there were any changes that the Board would like to make to the August meeting minutes. The meeting minutes were included in the Board meeting materials. No changes were requested.

**Motion:** Matt made a motion to approve the August 21st Meeting Minutes. The motion was seconded by Tamra.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed by:** None



## **5. Public Comment**

No public comment was made.

## **6. Gorge Transit Pass Presentation – Emily Reed & Kathy Fitzpatrick**

Emily and Kathy presented interactive slides highlighting the history and growth of our local transit service and the Gorge Transit Pass. Trivia questions were used to present statistics to support driving less and using transit options. Emily stated that there are upcoming plans and a marketing campaign in the works to continue the growth of the program.

## **7. Monthly Financial Report – Tiah Mayhew**

Financial information for August was included in the Board meeting materials. Tiah added that the audit is moving along well and will be brought to the Board in October.

## **8. Resolution and Action Items – Amy Schlappi**

### **a. Approval of Updated Real Estate agreement**

CAT is asking for the Board to approve an updated Real Estate Agreement with Anne Medenbach that includes a 3% commission rate.

**Motion:** Tamra made a motion to approve the updated Real Estate Agreement. The motion was seconded by Gisela.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed by:** None

## **9. Operations Manager Report – Jeff Acciaioli**

### **a. Performance Report**

The overall safety score is 99. There was 1 harsh event. CAT vehicles were driven 1,301 hours and 43,060 miles with fuel costs of \$14,495 for a cost per mile of \$0.34.

There were no formal complaints and no vehicle incidents.

Jeff reviewed incidents that occurred in August. A driver cut his finger while cleaning a bus, the injury was minor and only required a band-aid. A bus mirror clipped a bus stop sign with no notable damage. A rider wanted to use the ADA lift for a 2-wheel shopping cart, the rider claimed it was a mobility device and dispatch approved the use of the lift. Another rider with an E-bike takes a long time to load and creates delays in service, management spoke with the passenger and came up with a solution. There was also a small wildfire that started in the ODOT right of way just north of the CAT park and ride but it was quickly extinguished.

### **b. Fall Service Changes Update**

The Upper Valley route and Fall schedule updates have been received well by riders. CAT will be adding exterior ski/snowboard racks for the upcoming Gorge-To-Mountain buses. CAT has been selling items on Oregon Surplus.



**c. Ridership**

August ridership has increased compared to last year even with reduced service hours, the reduced service hours are due to the removal of the Hood River Connect and the Cascade Locks routes.

**d. Employee of the Month**

Curtis Davis has been named CAT's Employee of the Month.

**10. Executive Director Report – Amy Schlappi**

**a. Joint Committee on Transportation Roadshow Update**

Amy recently attended the bus tour and roundtable discussion for the Joint Committee on Transportation Roadshow. Her focus was to highlight that intercity routes like the Columbia Gorge Express should be funded with non-discretionary funds. Overall, the meeting went well and Amy felt like her concerns were heard.

**b. Grant Applications Update**

Grants have been submitted to fund the Columbia Gorge Express, planning for the future Columbia Gorge Explore service, replacement and expansion vehicles, bus stop infrastructure, facility site development, Weekend White Salmon service, and the seasonal Dog Mountain service.

**c. Port of Hood River Interregional Transit Hub Update**

Amy has met with Port of Hood River representatives and presented at the Port of Hood River Board of Commissioners regarding the future Interregional Transit Hub and will use their architects and planning resources to move the project toward the design phase. The facility should include restrooms, informational posters, bike racks, seating, and shelters.

**d. Gorge- to- Mountain Express 24/25 Update**

External ski racks are being built with the goal of creating more room inside the buses for passengers and less gear inside the bus. CAT has an upcoming meeting with personnel from Meadows to review operational logistics. A meeting with Port of Hood River representatives will also take place to ensure we are clear to use the event site as a bus stop and park-and-ride.

**11. Executive Session**

Megan R. called an Executive Session per ORS 192.660(2)(e) "To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

**Motion:** Matt made a motion to exit the Executive Session. The motion was seconded by Gisela.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed by:** None



12. **Motion:** Tamra made a motion to approve Amy and Board Vice Chair, Megan Ramey, to move forward with an offer to acquire real property as discussed in Executive Session. The motion was seconded by Gisela.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed by:** None

13. **Discussion Items**

No discussion topics.

14. **Upcoming Events**

The CAT holiday party planning has started and details on the event will be shared with the Board.

15. **Adjournment**

**Motion:** Tamra made a motion to adjourn the meeting. The motion was seconded by Gisela.

**Approved by:** Megan R., Tamra, Gisela, and Matt

**Opposed By:** None

**Meeting was adjourned at 5:32PM.**

The Hood River County Transportation District Board of Directors meeting minutes are prepared and presented in summary form. Video recordings of the meetings are on file at CAT and are part of the approved minutes. If you would like to watch the recording of the meeting, please contact Tim Ravins [tim@catransit.org](mailto:tim@catransit.org), or call (541) 386-4202.

**NOTE: Due to technical issues there is no video recording of the September 18<sup>th</sup>, 2024 Hood River County Transportation District Board of Directors meeting. Video recordings will resume at the next meeting**

Prepared by: Tim Ravins, Administrative Assistant

A handwritten signature in black ink, appearing to read "Tim Ravins", with a long horizontal flourish extending to the left.

Approved by: Tamra Taylor, Secretary-Treasurer

A handwritten signature in black ink, appearing to read "Tamra Taylor", written in a cursive style.