



**Wednesday, February 18th, 2026
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

Greg Pack called the Board of Directors Meeting to order at 4:00 PM.

2. Roll Call

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

Absent: Eleazar Reyes,

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

Public: Jovi Arellano – Oregon Department of Transportation

3. Approval of January 21st, 2026, Regular Monthly Meeting Minutes

Greg asked if there were any changes that the Board would like to make to the January meeting minutes. The meeting minutes were included in the Board meeting materials. No changes were requested. Jim did have a comment regarding the new desks mentioned in January's meeting. He learned at a recent SDAO conference that funding may be available for office improvements, like desks. Amy asked Tiah to look into the possible reimbursement option.

Motion: Matt made a motion to approve the January 21st Meeting Minutes. The motion was seconded by Gisela.

Approved by: Greg, Megan, Tamra, Gisela, Matt and Jim

Opposed by: None

4. Public Comment

No public comment.

5. Monthly Accounting Report – Tiah Mayhew

The financial reports for last month are included in the meeting materials. The A/R Aging Summary was not included in the packet this month as we have no current A/R. Tiah continued with an update on the Q2 grant reimbursements. All Q2 reimbursements have



been submitted with the exception of 5311, which is not yet available for reimbursement due to known ODOT/FTA contractual delays. CAT received a new vehicle; V81 and the reimbursement request has also been submitted.

Matt had a question about a \$68k payment to Special Districts Insurance. To which Tiah and Amy explained that it is for the yearly vehicle and liability insurance premium, the usual monthly payment is for medical and dental premiums and is usually around \$12k. CAT also made the purchase of new adjustable desks and rearranged the office layout as discussed at the January Board meeting.

6. Resolutions & Action Items – Amy Schlappi

a. Procurement Policy

During the compliance review with ODOT in January, there were a couple of advisory recommendations made for the Procurement Policy. The first advisory recommendation was although the OMB threshold for formal procurements has been raised to \$350k, Oregon law is set at \$250k. CAT's threshold is set at \$150k but may wish to consider raising it to match Oregon's \$250k. A draft with edits was included in the meeting materials.

The second recommendation is CAT's procurement policy currently includes instruction for invitation for bids under the Architectural and Engineering section. It is recommended it be moved from A&E to the general formal procurements section. The Board is requested to review the draft Procurement Policy and either approve the document or request specific modifications. Staff is asking The Board to review the draft Procurement Policy and either approve the document or request specific modifications.

Jim asked for some clarification on wording in a section that is defined later on in the policy. Greg asked about the new sealed bid method in Section 3.3.3. Amy replied that this is in line with ODOT's template for the policy and gave some details on different methods to submit bids and proposals and the language used. Greg also had a question about the language used to define a timeline. Jim had another question regarding the limits for micro and small purchases. There was some clarification about the redlined edit on the included policy. Amy clarified the edit was changing the micro-purchase limit to \$15k, now small purchases are between \$15k-250k. This mimics what Oregon has recently passed.

Motion: Tamra made a motion to approve the Procurement Policy. The motion was seconded by Matt.

Approved by: Greg, Megan, Tamra, Gisela, Matt and Jim

Opposed by: None



b. ADA/Paratransit Policy

During the compliance review with ODOT completed in January, a couple of advisory recommendations for the ADA/ Paratransit Policy were made.

The first recommendation was the Combined Riders Policies references specs for a “common wheelchair” (32”x48” and 600 pounds). It was recommended to add a statement that CAT will accommodate any mobility device that can be accommodated. Jim asked about the capacity of our current ADA ramp lifts, and Amy confirmed they are all rated at least 600 lb. capacity. Tamra asked if there had been any ADA passengers who had commented or were concerned with the existing policy. Staff were not aware of any specific comments or concerns. ADA does not require lift specs to be publicly available, but if they are, they cannot be understated. This means that if CAT has any vehicle that has a lift rated above 600 pounds, this would be an understatement of lift capacity. It was recommended that CAT verify if any vehicles have a greater spec, and if so, update the publicized spec or alternatively remove this statement and simply state that CAT will accommodate all mobility devices that its lifts can accommodate. Megan stated that she feels it is helpful to have a ballpark figure listed as to what the lifts can accommodate, she related her experiences with bike rack weight limits as being very useful when available. Jovi was asked and offered that CAT just doesn't want to understate the capacity of a lift. A list of capacities would be an option but if vehicles were added or removed from the fleet it would need to be updated. Another option in the policy is to state that the lift specifications are available if you call and request them.

Motion: Megan made a motion to approve the new ADA/Paratransit Policy with the addition of posting that ADA weight limits available on request. The motion was seconded by Tamra.

Approved by: Greg, Megan, Tamra, Gisela, Matt and Jim

Opposed by: None

7. Operations Manager Report – Jeff Acciaioli

a. Performance Report

January’s overall safety score is holding steady at 99, no crashes and no harsh events. Fixed route on time performance was 95.5%. Dial-A-Ride on time performance was at 97.43%. Fuel costs for the month were down about \$0.05/mile again. Vehicle hours were 1,140 hours driven and 37,505 miles. CAT had two formal customer complaints, two vehicle incidents and one customer incident. Jeff gave a few details from some of the incidents, including an increase in vaping on the Columbia Gorge Express. Field Supervisors are announcing a reminder that vaping is prohibited on the bus prior to departing buses and will continue to document further incidents.

b. Employee of the Month

Tim Ravins has been named CAT’s Employee of the Month.

c. Ridership



Ridership is down 30% from last month, due to the delayed start and weekend only schedule to begin the Gorge-To-Mountain service. Dial-A-Ride ridership is up; Upper Valley is up as well. Other routes are holding steady. Greg shared that some nice word of mouth feedback has been heard around town regarding the Gorge-To-Mountain Express service and its ability for younger riders to use transit and access outdoor recreation.

d. Inventory of Vehicles

Jeff compiled a list of all the current vehicles owned by CAT. V81 is a brand-new Ford Transit that has been outfitted just like a cut-away bus. Another vehicle of note is the modified electric vehicle #124 which is out of service. It was bought prior to vehicle manufacturers making their own electric vehicles. It is a modified electric vehicle and the company who built and sold it is no longer in business; the warranty has long expired and mechanics will not work on the vehicle. We have gotten clearance from ODOT to auction that vehicle. Jeff also informed the Board of some relatively small issues with all of our most recent bus purchases from Northwest Bus Sales. All of the issues have been under warranty and are soon to be fixed.

e. Gorge-To-Mountain Express Update

The Gorge-To-Mountain service moved back to the full seven day a week schedule on Feb. 7th. On March 8th, night service for Gorge-To-Mountain will end. CAT is looking to keep day service until April 12th or 17th.

8. Executive Director Report – Amy Schlappi

a. HB-3991 Update

Amy informed the Board on the most recent information regarding House Bill 3991, which was the transportation funding bill that was passed during the special legislative session this past fall. On January 7th Governor Tina Kotek called for lawmakers to repeal HB3991 in the upcoming short session. It turns out this bill cannot be repealed and is expected to likely go to voters in May. Oregon Transit Association or OTA is focusing on HB 4008 which would form a transit funding taskforce compiled of legislators, providers, businesses, labor and riders. The goal being a bill or funding solution that can be brought to legislators at the 2027 legislative session if HB3991 is not passed by voters. Amy gave testimony in support of this bill last week. Amy also wanted to make the Board aware that STIF funds currently allocated to transit are being considered to make up a \$242 million budget shortfall. If the legislators do decide to reallocate some transit funding, those changes will likely not impact us until July 2027.

b. Compliance Review

Several of the advisory recommendations received from ODOT consultant RLS have been implemented earlier in this meeting. Another recommendation was to monitor the length of paratransit trips. Staff is working with Spare to implement this feature into their software. Matt asked about the frequency of the reviews, they happen



every three years.

c. Upcoming Procurements

CAT is now ready to begin the process of finding a consultant for the planning, design and engineering for 3 CAT Transit Facilities Development Projects. CAT is hoping to have this RFP ready in the next couple of months. The Multnomah Falls Ambassador program will be happening again this year. Funding will be a bit less than past years though, all funding for this program comes from the US Forest Service. Accounting and IT services will both need a procurement process completed soon as well.

9. Discussion Items

Megan gave a quick update on the e-micromobility bill she helped work on. It has defined a lot of e-bike categories and classifications, and she hopes this eases some tension around Hood River regarding e-bikes.

11. Upcoming Events

Megan shared an upcoming documentary called *In the Dirt*, focusing on an indigenous community who found the love and joy of biking. It will be shown on Mar. 7th at Wy'East Middle School.

12. Adjournment

Motion: Matt made a motion to adjourn the meeting. The motion was seconded by Jim.

Approved by: Greg, Megan, Tamra, Gisela, Matt and Jim

Opposed by: None

The meeting was adjourned at 4:54.

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, or call (541) 386-4202.

Prepared by: Tim Ravins, Administrative Assistant

A handwritten signature in black ink, appearing to read "Tim Ravins", with a large, sweeping flourish at the end.

Approved by: Tamra Taylor, Secretary-Treasurer

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