



Wednesday, March 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, Gisela Ayala-Echeverria, Matt Althoff, Jim Klaas

Absent: Tamra Taylor - Board Secretary/Treasurer, Eleazar Reyes

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

Public: Jovi Arellano – Oregon Department of Transportation, Ben Mitchell – Hood River City Council

3. Approval of February 18th, 2026, Regular Monthly Meeting Minutes

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

Motion: Matt made a motion to approve the February 18th Meeting Minutes. The motion was seconded by Gisela.

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

Opposed by: None

4. Public Comment

No public comment.

5. Monthly Accounting Report – Tiah Mayhew

Tiah asked the Board if they had any questions after reviewing the financial reports that were included in the meeting materials. Greg confirmed with Tiah the reason there is a negative balance for the month. Tiah explained that this is due to the check being issued for the new bus purchase and the funds transfer not reflected by the close of the month, but the check was not released. Next month's statement will reflect the transfer and there are no accounting issues to mention.



a. Grant Tracker Review

Tiah reviewed the grant tracker that was included in the meeting materials. She stated that most of the Q2 reimbursements have been received. Also, the 5311-reimbursement request that we were delayed in submitting due to contractual issues with ODOT and FTA will be submitted soon. We were notified by ODOT that the remaining \$68k for the property purchase will also be able to be submitted.

6. Resolutions & Action Items – Amy Schlappi

a. Swiftly Termination and SPARE Contract Amendment

Amy informed the Board of the intent to terminate the contract with Swiftly for fixed route dispatch software. The contract began in March 2025, and rollout of the software has been challenging due to software functionality issues and lack of support to resolve the issues in a timely manner. Due to these challenges and lack of resolution CAT staff intends to terminate the Swiftly contract effective May 26, 2026, and consolidate all dispatch services (fixed route, demand response) through a contract amendment with SPARE. CAT will receive a \$31k refund from Swiftly, equal to years two and three of the contract. Greg confirmed with Tiah that this amount was paid at the start of the contract. The new amended Spare contract will be through May 2029 and cost \$59k, and the refunded amount from Swiftly will be used toward this. Amy gave a couple other details, including the small difference in price and that Spare offers more features than Swiftly. Greg asked how many different dispatch software programs we have used in recent years. Amy responded that there have been a couple and mentioned that finding a company who communicates and partners well on issues has been most important. Jeff added that Spare's willingness to implement changes and suggestions to the software has been great. Jim asked for a quick rundown on what the software is used for and how we find transit software providers. Jeff answered that transit conferences do usually have vendors, also most companies will give personal demonstrations of the software over an online meeting. Jeff continued with a quick synopsis of the multiple steps involved with fixed routes bus stop scheduling, route maps and GPS location data. Swiftly streamlines most of these processes, Amy also mentioned its other functions, scheduling our demand responses (Dial-A-Ride), ridership statistics and on-time performance.

Motion: Matt made a motion to approve the Swiftly contact termination and Spare contract amendment. The motion was seconded by Megan.

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

Opposed by: None

b. Experience Mt. Hood and the Gorge Grant Application

Experience Mt. Hood and the Gorge has released the Strategic Investment Fund (SIF) Grant Program. Staff are asking Board Members to review and approve staff to apply for



this grant to pay for the design, bus stop infrastructure and construction of two new bus stops at WaNaPa Street and Forest Lane in Cascade Locks. The purpose of this program is to address tourism infrastructure needs and/or enhance visitor experience. Per the District's Financial Management Policy, staff seeks approval to submit the application. The application covers the design, bus stop infrastructure, and construction of two new bus stops. This will provide transit access for residents and tourists to the east side of Cascade Locks, which includes residential areas, campgrounds, and recreational areas. Bus stop amenities will include seating, shelter, bike racks, wayfinding and artistic elements. The grant would be \$30k, with no match. Jim had a question about specific infrastructure requests, such as bike racks. Amy replied that there would be specific items and materials called out later in the process and that consultants would be hired to help with meeting ODOT requirements. Matt asked if these new stops would replace the current bus stops in Cascade Locks, they would not replace them but be added to the route. Jeff added that it won't affect schedules as it is just one stop added to the existing route. Gisela also asked if there would be trash cans included and Amy confirmed they would be part of the amenities. We received letters of support from the City Cascade Locks and the Port of Cascade Locks as well. Megan asked about power outlets at the bus shelter, citing phone chargers and e-bike charging stations are needed in areas like these. Currently that is not included in the application.

Motion: Megan made a motion to support the Experience Mt. Hood and the Gorge Grant Applications. The motion was seconded by Gisela.

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

Opposed by: None

7. Operations Manager Report – Jeff Acciaioli

a. Performance Report

February's overall safety score is still at 99, there were two harsh events. Speeding is still low, less than 1%. Fixed route on time performance was down a bit at 92.5%, mostly due to weather delays while chaining up on the Gorge-To-Mountain Express. Dial-A-Ride on time performance was at 98.2%. Vehicle hours were 1,264 hours driven and 42,303 miles. CAT had two formal customer complaints and four customer incidents. 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

Zach McFarland has been named CAT's Employee of the Month.

c. Ridership

Ridership has been up since last month, but down from the previous year, mostly due to the low snow year on the mountain.



d. Gorge-To-Mountain Update

Gorge-To-Mountain Express service has been extended to now end on April 5th. Jeff also informed the Board that the Dog Mountain shuttle will start April 11th, as well as two extra laps will be added to the Columbia Gorge Express.

8. Executive Director Report – Amy Schlappi

a. Legislative Update

Amy gave the Board an update on House Bill 3991. The transportation funding bill would include an increase in gas taxes and state employee payroll taxes. This will most likely go to voters on the May or November ballot. The Oregon Transit Association led taskforce compiled of legislators, providers, businesses, labor and riders was not approved. Instead, the governor's office is taking the lead on creating a funding solution that can be brought to legislators at the 2027 legislative session if House Bill 3991 is not passed by voters. Legislators decide to reallocate funding from Safe Routes to School and Oregon Community Paths to fill the funding gap at ODOT. Public transit funds that CAT receives were not reallocated. If the legislators do decide to reallocate some transit funding, those changes will likely not impact CAT until July 2027.

b. Workplan Update

Amy gave an update on projects staff have been working on. Some highlights are the release of requests for proposals for both the Multnomah Falls permit checker and the CAT transit facility development. Greg had some questions about the Spare rider app.

c. City of Hood River Business Transit Pass Program

Staff have recently updated the city of hood River intergovernmental agreement that provides free annual transit passes for people working for businesses in the city limits of Hood River. The new agreement is for three years and provides up to 150 passes per year. At the request of the city council the boundary has now been extended from just the downtown district to the full city limits. Employees will need to fill out a form on the CAT website and then staff will distribute the passes. The only requirement is to be employed by a business in the city limits of Hood River.

9. Discussion Items

a. Cider Fest Shuttle

Visit Hood River and the organizers of The Cider Fest have requested a shuttle service for their event. May 18th is the date of the event and Amy is asking the Board to discuss whether CAT should continue researching if this is possible. The event is now being held at the WAAA Museum where transit service does not operate on weekends. Amy has confirmed with ODOT that this would not qualify as charter service. We could ask for fares from riders, and/or ask the event organizers to pay for the cost of the service. The Board discussed the possible route and if the purpose was to get more people to attend a very car-dependent location or to reduce drinking and



driving. Jovi from ODOT added that as long as the service gets paid for through fares or the event organizer things should be fine. The board agrees that if the service can be funded then we should explore the option of providing shuttle service at the event. Amy will have more to present or approve at next month's meeting.

11. Upcoming Events

Megan shared that new language regarding e-bike laws will be written in to law soon.

12. Adjournment

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

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

Opposed by: None

The meeting was adjourned at 4:48.

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 above the name.

Approved by: Tamra Taylor, Secretary-Treasurer

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