Wednesday, June 17th, 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
4:15 p.m. – 5:30 p.m.

Meeting Minutes

1. **Call Meeting to Order**
   Megan Ramey called the Board of Directors Meeting to order at 4:15 PM.

2. **Roll Call**
   Tiah took roll call: Greg Pack - Board Chair, Megan Ramey - Board Vice Chair, Gisela Ayala—Echeverria, Jim Klass
   Absent: Tamra Taylor - Board Secretary/Treasurer, Matt Althoff
   Staff: Amy Schlappi, Jeff Acciaioli, Tiah Mayhew, Tim Ravins
   Public: Ben Mitchell – Oregon Department of Transportation, Swen Carlson

3. **Approval of May 20th, 2026, Board of Director Meeting Minutes**

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

   Motion: Gisela made a motion to approve the May 20th Meeting Minutes. The motion was seconded by Jim.

   Approved by: Greg, Megan, Gisela, and Jim
   Opposed by: None

4. **Public Comment**
   No public comment.

5. **Monthly Financial Report – Tiah Mayhew**

   a. **Property Reimbursement Update**
      Tiah informed the Board that during ODOT's review process, it was discovered that staff needed to obtain both an appraisal and review appraisal for the property that was purchased across the street from the CAT Transit Center, per FTA requirements. ODOT informed staff that the appraisal and review appraisal need to be completed by June 30, 2026. Staff are currently working with appraisal firms to complete the required appraisal and review appraisal and expect them to be completed by June 29th.

b. FLAP Funding Update
The District was awarded FLAP funding in 2019; however, execution of the agreement was delayed due to the COVID-19 pandemic. In 2025, the agreement was revised to support the Gorge-to-Mountain Express service for a three-year period and was finalized in January 2026.

FLAP reimbursement requests must be submitted through an online platform. Despite requesting access beginning in February 2026, staff have not yet received the necessary credentials. As a result, reimbursement for FY26 Q3 expenses has not been submitted, and it is anticipated that the associated funds will not be received until FY27. Staff is working to gain access to the online platform and will escalate to ODOT if needed.

6. Resolution and Action Items –

a. Adoption of FY26-27 Budget and Approval of Tax Rate
There were no further questions regarding the FY26-27 Budget which was discussed in the Budget Hearing. There was no change to the tax rate. Megan read the resolution to adopt the FY 2026-2027 budget.

Motion: Gisela made a motion to accept the FY26-27 Budget and Approval of Tax Rate. The motion was seconded by Jim.

Approved by: Greg, Megan, Gisela, and Jim
Opposed by: None

b. Approval of STIF Advisory Committee Members

The Statewide Transportation Improvement Fund (STIF) Advisory Committee currently has 3 vacant positions for Board members. Gisela Ayala Echeverria recently served on the STIF Advisory Committee, but her term has ended. Per the committee bylaws, she is eligible to serve for another 3-year term if approved by the Board. If Gisela Ayala Echeverria is reinstated, the Board would need to appoint 2 additional members. The committee must include at least three but not more than seven members who collectively represent groups who serve low-income individuals, individuals age 65 or older, people with disabilities and Public Transportation Service Providers or non-profit entities which provide public transportation services.

Gisela volunteered to serve another term. Jim asked about the time commitment and Amy stated that the committee typically meet two times a year, once in Spring and again in the Fall. Megan volunteered to be on the STIF Advisory Committee. Jim has also volunteered for the STIF Advisory Committee.

Motion: Greg made a motion to approve reinstating Gisela, and nominating Megan and Jim for the STIF Committee. The motion was seconded by Jim.

Approved by: Greg, Megan, Gisela, and Jim

Opposed by: None

c. Approval of IT Contract
CAT Staff released a request for quotes for IT Services on April 15, 2026, as the District's current IT services contract ends on June 30, 2026. Staff received three price quotes and evaluated each based on qualification, relevant experience, and cost. After evaluating staff decided to move forward with Access Tech as they have the qualifications needed, relevant experience, and met cost criteria. Per HRCTD's Financial Management policy, staff need approval from the Board for the contract with Access Tech. The contract is not to exceed $150k and the contract period is from 7/1/2026 – 6/30/2029 (with the option to extend one year if mutually agreeable). Jim confirmed that Access Tech is CAT's current IT provider and Gisela asked if their services met our needs, and staff confirmed they do.

Motion: Gisela made a motion to approve the IT contract with Access Tech. The motion was seconded by Greg.
Approved by: Greg, Megan, Gisela, and Jim

Opposed by: None

Greg Pack left the meeting at 4:36 pm after Resolution and Action Items were concluded. Quorum was then lost.

7. Operations Manager Report – Jeff Acciaioli

a. Performance Report
The overall safety score for May was 99, with two harsh events. There were two vehicle incidents, three customer incidents, and three formal customer complaints. Due to ending service with Swiftly, the data for fixed route on-time performance is incomplete for May. In May, the fuel costs increased to $.55 per mile due to increased fuel costs.

b. Employee of the Month
Rod Espe has been named CAT's Employee of the Month.

c. Ridership
Ridership for May decreased on the Upper Valley and Dial-A-Ride but increased on the Hood River City route and Columbia Gorge Express. The Board also generally discussed ridership on the Dog Mountain shuttle.

d. Dispatch Software Update
Jeff reported that the Spare fixed-route software is not as fully developed as originally anticipated. As a result, no payments have been made, and payment will continue to be withheld until the necessary improvements are implemented. Despite the challenges, CAT continues to receive responsive and effective support from Spare.

e. New Vehicle Update

Staff received an update on the delivery of the two new buses. NW Bus Sales is currently awaiting delivery and installation of the vehicle graphics. Staff anticipate delivery of the buses later this summer.

8. Executive Director Report – Amy Schlappi

a. Board Member Openings

Amy reminded Board members that there are two open positions on the CAT Board and asked that they share that with the community as they can. Prospective members do need to be residents of Hood River County.

9. Discussion Items

There were no additional discussion items.

10. Upcoming Events

CAT will offer weekend level service on the Juneteenth Holiday as well as the 4th of July. CAT will be participating in the 4th of July parade. As a reminder, rides on the Hood River City bus are free on the 4th of July.

11. Adjournment

Motion: Jim made a motion to adjourn the meeting. The motion was seconded by Gisela.
Approved by: Greg, Megan, Gisela, and Jim
Opposed by: None

The meeting was adjourned at 4:46.

The Hood River County Transportation District Board of Directors meeting minutes are prepared and presented in summary form. Please contact Tim Ravins tim@catransit.org, or call (541) 386-4202.

Please note that the June 17th Board Meeting was not recorded due to technical difficulties.

Prepared by: Tim Ravins, Administrative Assistant

Approved by: Tamra Taylor, Secretary-Treasurer

CAT