



Wednesday, August 26th, 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 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, Matt Althoff – Board Secretary/Treasurer, Gisela Ayala—Echeverria, Jim Klass

Absent: None

Staff: Jeff Acciaioli, Tiah Mayhew, Tim Ravins

Public: None

Requested change to the agenda

Staff have requested an addition to the agenda. Item 6.d., Approval of the Waterfront District Closeout Grant Application, under Resolution and Action Items.

Motion: Matt made a motion to add agenda item 6.d., Approval of the Waterfront District Closeout Grant Application, under Resolution and Action Items. The motion was seconded by Gisela.

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

Opposed by: None

3. Approval of July 15th, 2026, Board of Director Meeting Minutes

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

Motion: Matt made a motion to approve the July 15th Regular Monthly Meeting Minutes. The motion was seconded by Megan.

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

Opposed by: None



4. Public Comment

No public comment.

5. Monthly Financial Report – Tiah Mayhew

The monthly financial report was included in the Board materials. Greg asked for clarification regarding the payment made to Rutger Bogard. Tiah informed the Board that this was the final payroll for an employee. The Board had no further questions.

a. On-site Audit Recap

Singer Lewak who is the District's contracted Financial Auditor was on-site for 3 days earlier this month. The financial audit should be finalized soon. The single audit will be delayed while waiting for the Federal Government to release potential changes to the SEFA (Schedule of Expenditures of Federal Awards) requirements. The requirements should be released Oct. 1st. Overall the financial audit went well, and CAT has not been notified of any findings.

b. Grant Tracker

The grant tracker for FY26 was provided in the meeting materials. Greg asked Tiah if there was anything to be concerned about on the tracker. Tiah highlighted that while completing the Q4 reimbursements, staff were informed that the STIF/STN that funds the Columbia Gorge Express had reached the 50% funding allotment for the first year. As a result, those expenses were applied to STIF funds. This was expected and is not a major concern.

6. Resolution and Action Items – Tiah Mayhew

a. Approval of Board Member Applications

Currently there are two vacant interim positions on the CAT Board of Directors. Staff are asking Board members to review the applications that were provided in the meeting materials and consider appointments. Staff have received applications from Jesus Mendoza and Lina Sanchez Zuluaga. Greg asked if anyone had met with them or talked with the applicants. Tiah replied that Amy has spoken with Lina and most of the CAT staff is familiar with Jesus, having worked with him during his time at The Link. Jim and Matt clarified that both interim positions will be up for election in May 2027.

Motion: Megan made a motion to approve Jesus Mendoza and Lina Sanchez Zuluaga's interim Board Member applications. The motion was seconded by Matt.

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

Opposed by: None



b. Approval of STIF (Statewide Transportation Improvement Fund) Committee Member Application

Staff have received an application from Kevin Liburdy, whose term recently ended. Having recently served two consecutive terms, Kevin is now eligible for reappointment as a Jurisdictional Representative. At the July 15, 2026, monthly Board meeting, the Board approved removing the restriction in Article 5, Section 2 – Term of Office that limited STIF Advisory Committee members to two consecutive terms. Jim asked about his current position, Megan replied that she has experience working with Kevin on the Planning Commission and is happy he is willing to help.

Motion: Matt made a motion to approve Kevin Liburdy's application to the STIF Advisory Committee. The motion was seconded by Jim.

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

Opposed by: None

c. Approval of WSDOT Grant Applications

WSDOT recently released funding opportunities for the 2027-2029 Consolidated Grant Program. Staff have drafted the grant applications for these funding opportunities and are requesting that the Board review and approve staff submit the grant applications. Per HRCTD's Financial Management Policy staff seek approval to submit the applications for the following projects.

1. Consolidated Grant Program Funding - Weekend White Salmon Service (Year-Round). The City of White Salmon and City of Bingen have committed to paying the match funding for this grant.

2. Consolidated Grant Program Funding - Weekend White Salmon Service (Seasonal Summer) The City of White Salmon and City of Bingen have committed to paying the match funding for this grant.

3. Consolidated Grant Program Funding - Dog Mountain Shuttle
Match funds for this grant will be paid by Skamania Co., The City of Stevenson, and The U.S. Forestry Service.

Tiah provided project summaries, total cost, and expected match funds for each grant, also included in the meeting materials. The applications are due September 9th. Megan asked if CAT had been awarded WSDOT funding in the past and confirmed that Mt. Adams Transportation would continue their weekday service to Hood River and CAT would run the route on weekends. Tiah verified that CAT has received funding through WSDOT and that Mt. Adams Transportation would continue serving the communities weekdays. Matt clarified that application #2 is a sort of Plan B in case the year-round funding is not awarded, CAT would then have funding to do the route during the summer months only. Tiah confirmed that is correct. CAT has received feedback from riders that the service is missed, especially during the busy summer months.



Motion: Megan made a motion to approve the three WSDOT Grant Applications. The motion was seconded by Gisela.

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

Opposed by: None

d. Approval of the Waterfront District Closeout Grant Application

Staff are seeking approval to submit a funding proposal to the City of Hood River Urban Renewal Agency for remaining Waterfront Urban Renewal District closeout funds. Staff are still finalizing the request, but requested funds will serve as local match for State and Federal grants for the planning, design, and engineering and construction of the Interregional Transit Hub on Port property near the Hood River Waterfront. Matt clarified that this grant would be used as the match funds for the Interregional Transit Hub project and does not have its own match requirement. Tiah confirmed that was correct, that this opportunity could potentially free up previous funding allotted to the match funds for the project. Greg and Matt confirmed that Urban Renewal funds weren't fully used and they have funds remaining.

Motion: Matt made a motion to approve the Waterfront District Closeout Grant application. The motion was seconded by Megan.

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

Opposed by: None

7. Operations Manager Report – Jeff Acciaioli

a. Performance Report

The overall safety score remains at 99, with a very small increase in moderate speeding. Fixed route OTP (on-time performance) is still not available. Jeff has made really good progress with the Spare team; Spare fixed route software went live in mid-August. DAR (Dial-A-Ride) OTP is 95.08%. Greg asked about the slight dip in DAR OTP, Jeff did look into it and found that our arrivals were 100% on time, but he noticed some instances where the driver waited for up to 10 minutes after arriving, putting them behind schedule for the drop off or next scheduled ride. Jeff also gave the stats for hours driven, miles driven, bords per hour and fuel costs. In July fuel costs decreased to \$.48 per mile. There was one vehicle incident, seven customer incidents, and no formal customer complaints. A couple Board members did ask about an incident noted in Jeff's report where a passenger in a wheelchair in a DAR van fell backwards and hit their head. Currently the situation is being handled by the insurance companies, and Jeff had not heard if anything had been resolved. Matt also asked if there had been any policy or procedure changes after the incident. Jeff replied that following the incident, the correct procedure was reinforced with drivers, and they were made aware that if they run into that situation in the future they should reach out to dispatch if they can't safely secure a mobility device. Dispatch can then assess if we need to bring out another vehicle instead of just proceeding on.



b. Employee of the Month

Allen Potter has been named CAT's Employee of the Month.

c. New Vehicle Update

As mentioned in last month's meeting, CAT is using an independent company to inspect the new vehicles before delivery. They have since made a list of items still needing to be installed. Only a couple major issues, like seating arrangement. The other items on the list seem very small and mostly cosmetic, Jeff is proposing taking delivery of the buses, having and parts needed shipped directly to CAT, and having our mechanics install needed parts. They did give us a new update of arrival which was the end of September.

d. Columbia Gorge Express Increased Frequency through December

Currently the CGE route is operating nine trips per day to Gateway, with 2 new departure times at 10:30am and 1:00pm. CAT will maintain this schedule through mid-December. The exact date is not set, as it will coincide with the start of the Gorge-To-Mountain Express service to Mt. Hood Meadows.

8. Executive Director Report

9. Discussion Items

Megan mentioned that she has been involved with two different e-bike libraries. One in Hood River, operated by Bike Buddies, giving participants 2 weeks of free borrowing of an e-bike. If they're low income and they like the bike at the end of the two weeks, they get \$2,000 credit towards the purchase. If they are not low income, they get \$500 off. The "Gorge Rides" program for the Bingen and White Salmon e-bike library is seeing great participation. The two similar programs are not related but launched on the same day.

10. Upcoming Events

Labor Day is on Monday, September 7th. CAT will be operating weekend level service and the office will be closed. Dial-A-Ride and Upper Valley will not be running.

11. Adjournment

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

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

Opposed by: None

The meeting was adjourned at 4:36.

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.

Prepared by: Tim Ravins, Administrative Assistant



A handwritten signature in black ink, appearing to read "Matt Althoff".

Approved by: Matt Althoff, Secretary-Treasurer

A handwritten signature in black ink, appearing to read "Matt Althoff".