

**COLUMBIA COUNTY CITIZEN TRANSIT ADVISORY COMMITTEE  
MEETING MINUTES**

**Meeting Date:** June 19, 2018

**Time:** 6:30 P.M.

**Place:** CCR Transit Center, St. Helens, OR

**Present:** Sharon Evinger; Genell Grow; Bill Eagle; Claudia Eagle; Blanche Katz

**Absent:** Charlotte Hart

**Staff:** Todd Wood, Transit Administrator; Theodore Snyder, MTR Operations Mgr.

**Guests:** Carol Grant; Ralph Culpepper

**Call to Order:** Chair Evinger called the meeting to order at 6:30 p.m.

Chair Evinger stated Committee Member Hart was taking a leave of absence from the Committee due to medical issues.

**Public Comments:** Carol Grant, Portland transit rider, had looked at the ridership numbers and noticed that Portland ridership was the largest pool of people. As a Portland rider, she requested that the meetings be held in the evenings so that more people who lived in Portland could attend.

There was discussion regarding the need for more Committee members.

**Approval of May 15, 2018 Minutes:**

The minutes from the May 15, 2018 meeting were reviewed. Committee Member Katz noted her first name had been misspelled.

Committee Member Bill Eagle moved to approve the minutes as amended. The motion was seconded by Committee Member Grow and passed unanimously.

**New Business:**

New Administrative Director Introduction – Chair Evinger introduced Todd Wood, new Transit Administrator.

Mr. Wood gave his employment background and experience. He would be getting more training on the budget and grant writing.

MTR Changes Introduction – New MTR Operations Manager Theodore Snyder gave his employment background and experience.

Memorial Day Run Columbia City – Mr. Snyder said there had been special bus service to the Memorial Day event at Columbia City.

**Old Business:**

Bylaws Update – Mr. Wood had not had a chance to talk to Commissioner Heimuller about this item. The bylaws would need to be adjusted to meet the new STIF requirements.

STIF Funds – Mr. Wood stated he would be attending training on July 12 on the STIF funds. The State would adopt the funding requirements on August 1.

There was discussion regarding the Committee's role with the STIF funds.

Chair Evinger shared that the destination signs on some of the buses were not working. Mr. Snyder would look into it.

Rainier Transit Center – Mr. Wood said the roof and siding were going up on the transit center building. The center should be completed by October.

Committee Member Grow described the improvements that were being made in the area as well. She thought the public needed to be informed about the grant funding for the project. Mr. Wood said there would be newspaper articles once they were closer to completion.

Grants/Projects – Mr. Wood said there were two grants that the Transit Coordinator was working on for four new buses. The County Commission had not approved the grants yet as the applications said they were for gas buses, not diesel. Once the change to diesel was made, the Commission would approve them. Another grant was coming that was to be used for planning purposes. He was not sure about the timing for that grant and if it could be used for the STIF funding planning.

There was discussion regarding radio station advertising, updating the CC Rider website, and selling advertisement space on the buses.

Ridership Reports – Mr. Wood said in general ridership was down. He thought this was due to the improvement in the economy and gas prices which were still fairly low. There was an increase in the Portland route because of traffic issues and the expense of parking. The contract for the medical rides was going out to bid soon as the current contract expired at the end of July.

Chair Evinger discussed reporting volunteer hours. Committee Member Grow suggested the Committee fill out the sheet during the monthly meetings. Mr. Wood would look into how the hours were being recorded.

Additional Discussion/Questions – Chair Evinger had not known the date of the St. Helens parade and no one was there to represent CC Rider. She would like to be part of the Vernonia parade on August 4 and the Rainier parade on July 7. The Party in the Park in Scappoose on

Saturday had gone well. There would be another one on September 29 and she thought the Committee should have a presence at that event.

Committee Member Bill Eagle stated Wings and Wheels in Scappoose was on August 18. Committee Member Katz said Community Day in St. Helens was also on August 18.

Committee Member Bill Eagle commented about the lack of schedules at the bus stops. He also suggested creating a map and schedule combination. Mr. Wood said there were many places where there were no bus stops or shelters and those that had signs, the signs were dated. It was something he planned to work on.

There was discussion regarding needed maintenance of the bus stops and shelters.

Ralph Culpepper raised concerns regarding advertising bus service to senior citizens, the trolley to the fair, and the need to announce the CCC TAC meetings in the newspaper.

Committee Member Katz suggested lowering the bus fares as a way to increase ridership.

Committee Member Claudia Eagle said her messages were not being passed on to the proper dispatchers.

Mr. Wood said some of the issues that had been raised at this meeting would require time to remedy. The budget deficit was the first priority. He was also working on adjusting the current routes to be more efficient. Once the routes were adjusted, they could work on posting the schedules.

Committee Member Grow said there were volunteers willing to help as well.

**Adjourn:** The meeting was adjourned at 8:30 p.m.