

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

**Meeting Date:** July 17, 2018

**Time:** 11:00 A.M.

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

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

**Absent:** Genell Grow; Charlotte Hart

**Staff:** Todd Wood, Transit Administrator

**Guests:** Dena Chesney; Alta Lynch; Ralph Culpepper

**Call to Order:** Chair Evinger called the meeting to order at 11:00 a.m.

**Potential New Members:** Chair Evinger said there was a potential new committee member in attendance, Dena Chesney. Ms. Chesney introduced herself.

**Change in CCRider Staff:** Todd Wood, Transit Administrator, stated Chad Mace, Transit Coordinator, chose to resign and his last day was July 5. In the interim he temporarily hired John Dreeszen who had been an accountant for the County. He had recently posted for a new Administrative Assistant position. He anticipated that position would be filled by the end of August. Once that person had been trained, he would post for the Transit Coordinator opening.

**Public Comments:** Alta Lynch asked about the installation of new bus shelters. There was discussion regarding the process and the need to get permission from the cities.

Ms. Lynch asked about the fair shuttle. Mr. Wood explained where the fair shuttle stops would be located. He would forward the schedule to her as well.

Ralph Culpepper discussed destination signs on the buses that were not correct and questioned the need for daytime routes that did not have much ridership. The system needed to be right-sized.

**Approval of June 19, 2018 Minutes:**

The minutes from the June 19, 2018 meeting were reviewed. Committee Member Katz noted that the comments made under Additional Discussion/Questions by her and Committee Member Claudia Eagle had been reversed.

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

**STIF Information:** Mr. Wood explained STIF stood for the State Transportation Improvement Fund and described how the funds were collected. A portion of the funds were being set aside for transit to increase, improve, or promote services with a focus on low income riders. One of the requirements was to create a new advisory committee or revamp the current Transit Advisory Committee to meet the requirements and hold a separate meeting. The committee's purpose was to advise the Board of Commissioners on how the STIF funds should be spent. Members of the committee needed to have knowledge of public transportation and there needed to be a representative of people 65 and older, people in mobility devices, people in the business community, and people of low income. It was a minimum of five members and there needed to be maximum term limits. Legal was currently working on the bylaws for the STIF committee as well as working on the bylaws for the TAC. The first submittal for the funds was due on November 1.

There was discussion regarding the requirements for the committee.

Mr. Wood said the STIF fund request had to be tied to an existing County plan. He would be reviewing the plans to determine whether or not they met the requirements.

Committee Member Katz recommended two way communication between the TAC and STIF committees.

Mr. Wood said once the bylaws were done, he would advertise for the STIF Committee and the Board of Commissioners would select the committee members.

**Parades with My Fair Ladies:** Mr. Wood had been driving the My Fair Ladies float in the local parades.

Chair Evinger said the TAC might have a float in the Vernonia parade. She asked for volunteers to help.

There was discussion regarding what the TAC would be doing in the parade. There was consensus that there was not enough time to plan for a float, but the TAC would like to have a bus for the parade.

Committee Member Katz suggested starting the planning for the parades in January.

**Rainier Progress:** Mr. Wood reported that the Rainier Transit Center would be completed in October. The parking lot should be paved shortly and the exterior work had been done.

**Ridership Report:** Mr. Wood asked if the Committee wanted a monthly or quarterly ridership report. There was consensus to continue with monthly reports.

**Bylaws and Advisory Member Description Update:** Mr. Wood was waiting for the legal department to finish this work.

**Grant Updates:** Mr. Wood said three grant applications to purchase buses were going to the Commission for approval. He was still waiting to hear back on a planning grant.

**Numbers on Busses:** Mr. Wood said laminated signs would be used on the busses until they could figure out the funding to repair the signs.

Committee Member Bill Eagle was concerned that he was still not seeing signs on the busses and it was a grant requirement.

**Additional Discussion/Questions:**

Mr. Culpepper complained about the loud muffler on a bus that drove by his house. He also thought there should be recourse for the bus operator shortage since they were contracting with MTR. Mr. Wood said no daily runs had been dropped, but they did not have extra drivers. He would look into the muffler issue.

Chair Evinger said the Busses for a Better Community Facebook page had been closed. She said there was only one more daytime meeting scheduled, and asked the Committee to think about whether they wanted to hold day meetings or night meetings or alternate between both in the future. It would be on the next agenda.

Committee Member Bill Eagle said it was difficult for members of the Committee to get transportation after night meetings. It also bothered him that they had to pay for their transportation.

Mr. Wood thought evening meetings were better for public attendance.

Mr. Wood discussed the role and responsibilities of the Committee and shared examples from other jurisdictions. One of the items the Committee would need to discuss was the budget shortfall and how to adjust the routes and right-size the system.

There was discussion regarding getting feedback from the public on what parts of the system did and did not work.

**Adjourn:** The meeting was adjourned at 12:36 p.m.