

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, February 16, 2023 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. Call to Order: Board Chair Mary Johnson called the meeting to order at 6:00 pm.
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

Mary Johnson, Board Chair
Gary Hanenkrat, Treasurer
Linda Adler, Secretary
Marty Holm, Director
Jackie Edwards, Director

TCTD Staff

Brian Vitulli, General Manager
Mike Reed, Operations Superintendent
Cathy Bond, Finance Supervisor
Natalie Zuercher, Admin Assistant/ Board Clerk
Jules Hooter, Brokerage Manager

Guest

Arla Miller, ODOT
Kathy Kleczek, NW Transportation Options
Marni Johnson, Citizen
Nathan Findling, Citizen
Mary Leverette, Citizen

4. Announcements and Changes to Agenda:

GM Vitulli discussed the moving of the NWOTA meeting to 02/17.

5. Public & Guest Comments:

Kathy Kleczek discussed helping with transportation at events or employee needs, let her know, she would love to participate. Also offered help with safety item distributions if needed.

6. Executive Session: None

REPORTS

7. **Financial Report:** FS Bond gave the following year-to-date update:

Apologized for not being at last Board Meeting. Gap is getting smaller, will be current with financials at next meeting. Financials provided but we want to keep January together.

We did close our quarter with ODOT. Mike, Brian, and I completed. These are in good reflection of district.

Missing item under request for reimbursement through grant process, quarterly reporting. Don't have to be done but its recommended. Didn't know to process. Affects line 4220-4226. Normally have budget items but not provided because of this. Have a plan to move forward. Will see a significant increase at next Board Meeting.

Resources are low, somewhere close to million for reimbursement. Retention bonus is a part of this as well as Veterans money.

Dir. Holm asked about revenue, hearing out of school district it will be low, will it affect district with reduction of money. Could see significant challenges.

GM Vitulli added that he joined ODFW (Oregon Department of Fish and Wildlife) meeting to address this. Chair Jim Kelly said he encouraged everyone to take a deep breath and acknowledge everyone's feelings. Don't want to end up in timber wars. First hour was somebody from ODFW answering questions, never got into potential of shortages. They went into executive session, so I don't know what came out of it. Not at that level yet but chair urged patience. Dir. Holm replied that's good news, it still a ways out but people are becoming nervous.

GM Vitulli said those receiving funds in Tillamook districts did not seem to be affected or minimally. It's all early too.

8. **Service Measure Performance Report:** GM Vitulli gave the following updates:

November and December next month will have January through February.

Next month with service change will have a better look at outcome. From drivers it's been very successful.

Discussed November and December Service Performance Report

BC Johnson asked about NWOTA visitor pass and how it's down. Asked if it picks up in the Summer. OS Reed said it crashed, its coming back a little bit. We are rebounding.

Dir. Adler asked if we are advertising NWOTA with passes. AA Zuercher replied through social media but unaware of what you are referring to.

FS Bond said we don't see it locally but yes; they are marketing in the valley we are contracted with NWOTA for this.

OS Reed added that we have brought items for board approval with NWOTA contracts, this is taken care of from that.

9. **Northwest Oregon Transit Alliance:** GM Vitulli gave the following update:
Dir. Hanenkrat asked for clarification on minutes since it says we have four new board members. We just have four positions open. GM Vitulli replied we will get this updated.

10. **Planning & Development:** GM Vitulli gave the following updates:
a. Kittleson is updating our coordinated transit and HR services plan. Hoping to get an update from them soon. Hopefully will have next month. It's interesting to me. Want to see how far along they are.

11. **Grant Funding:** Vitulli gave following update:
STIF formula funds 2023-2025 have been approved, need to go to OTC for final approval.

Thanked Arla for her support and help with the district. I can't be more pleased to have a partner at the state level. Thank you for your help with district.

12. **Facility/Property Management:** Vitulli gave following updates:
Still getting up to speed with things, hopefully will have more next month. Want to get into transit center renovations.

13. **NW Ride Brokerage:** BM Hooter shared the following updates:
Training new Brokerage Coordinator and looking to hire new CSR.

CARE Oregon will bring agreement to you in March.

2,400 rides to members in Tillamook, Clatsop and Columbia County.

14. **Miscellaneous:** None.

CONSENT CALENDAR

15. Motion to Approve the Minutes of January 19, 2023 Regular Board Meeting

16. Motion to Approve the FY 2023-24 Budget Calendar

17. Motion to Appoint Brian Vitulli as FY 2023-24 Budget Officer

Dir. Adler said she won't be able to attend June 15th meeting.

Motion by Dir. Holm to approve Consent Calendar. *Motion Seconded* by Dir. Edwards.

Motion Passed
By Directors Hanenkrat, Adler,

These minutes contain materials which paraphrase and/or summarize statements made during this meeting. Only text enclosed in quotation marks report a speaker's exact words.

ACTION ITEMS

18. Resolution #23-05 In the Matter of Authorizing Signing Authority for District Bank and Investment Accounts

Dir. Holm asked if Umpqua changed names. FS Bond replied that she heard they got bought out but no. Heard there was changes. Dir. Holm added that it may be seamless.

FS Bond said we need Brian to be able to sign. It will remove Mikes authority. Operations Coordinator needs a card as well. GM will be primary card holder. Helps financial needs.

GM Vitulli said if you approve this you will need to go to bank. Board of Directors agreed.

Motion by BC Johnson to Approve Resolution #23-05 In the Matter of Authorizing Signing Authority for District Bank and Investment Accounts. Motion seconded by Dir. Holm

Motion Passed

By Directors Hanenkrat, Adler,
Holm, Edwards, and Board Chair Johnson.

DISCUSSION ITEMS

19. Appointment to Board of Director Position #1 Expiring 2025 and Appointment to Board of Director Position #4 Expiring 2023.

BC Johnson discussed this being back on agenda from last month. Heard rumors floating around about district. Bring to board again to provide clarification to public. Last meeting was on side of not filling seats because of obtaining a new GM. Seems like a lot of change. Personally thought we shouldn't but my feelings have changed. It will benefit us to appoint people. To wash rumors about what's happening here. The last thing I want is misinformation, if filling board seats will make things easier then will do. Just didn't want to disrupt GM coming in with changes that could happen during election.

Dir. Holm said is in favor of leaving these seats open. Posted with county clerk. People have filed for positions in this huge election. They are already out there. Closing is coming up. I still feel change would be more challenging. We aren't as a board doing anything wrong or unusual. Any accusations I disagree with. Voters will make their choice. There's still lots of time to file for position. Dir. Edwards and I may or may not choose to file and run again this is nature of democracy. Don't want to appoint for short period of time. Dir. Hanenkrat agreed.

Dir. Edwards also agreed and said it's difficult for other board members as well.

Dir. Hanenkrat said no one has filed as of this morning.

Dir. Adler said this is a reenactment of supreme court, being put off. This vacant seat has been open for almost a year. Likes TJ Fiorelli. Can't say that I am not going to make every board meeting. Will not be at financial board meeting in June. I have two that I think will be ideal, I think it's a good idea to have more than 5 of us right now.

BC Johnson asked if it's good for some people to be here for a little bit getting their feet wet then have this change. If the public will choose different people I have these concerns. Wants to see these rumors ended.

Dir. Hanenkrat asked if Linda can call in for meeting, she will be gone during.
Dir. Linda replied maybe.

Dir. Hanenkrat replied we will have a quorum, and still vote.

BC Johnson said the board will stay with decision from last month.

20. Staff Comments/Concerns:

General Manager Vitulli: Thanked the board for selecting him. Looking forward to time here. My head is feeling quite large. Thank you for confidence. Thanked staff, they have been tremendous. Couldn't have been easier landing.

Operations Superintendent Reed: Two big things happening. One, new GM. It's gone very smooth and fitting in well. Secondly, is the service plan, this one was the big one since 2016. After implementation, there's been hardly any problems. Chat about the change that has occurred. Back to pre-pandemic service offerings. Third trip to Portland, starting to grow ridership. Encouraged by this, Summer hopefully people have opportunity and trust that service will benefit service. Proud of staff for going with these changes. They have done a wonderful job. Thanked the board for allowing him to make that happen. Has been successful. Ridership next month will be an incomplete picture.

Financial Supervisor Bond: First off good job board on picking a GM. Considering all that we been through, Brian is refreshing and similar background to Doug. It has been nice addition to staff. Asking good questions. This has been a positive change. Thank you, Brian, for taking that. This was the best service change and has positive impact. Drivers are enjoying changes. Great reflection of district. Thank you for the kind words about my mother.

Admin. Assistant/ Board Clerk Zuercher: Very thankful for Brian coming in as the new GM, breath of fresh air.

Brokerage Manager Hooter: Thank you Natalie, you don't get enough recognition and thank you to Mike and Cathy for all your help.

21. Board of Directors Comments/Concerns:

Dir. Holm: Glad you are here Brian. Don't want to bombard you. Look forward to spending time and discuss district business. Be looking to meet up every few months, it has value in learning. Our role is that you run us, and we aren't into the weeds. We are on a different level. It's important to have conversations.

Dir. Adler: Thank all the staff, Mike, and Cathy with extra mile. Thank you, Arla, with helping be glue behind the scenes. Welcome Brian. Would love to have lunch one on one.

Dir. Hanenkrat: Thanked all the staff, welcome Brian.

Board Chair Johnson: Thanked everyone for everything you do. Appreciate everyone in this room. Welcome Brian, happy to have you here.

Dir. Edwards: It's nice to see everyone here. We have a good GM. It's nice to see everyone work together it's so positive. It's a good district.

Arla Miller said on behalf of ODOT we are happy in choice of GM. He is very up to speed on federal but caught up to speed on state. Thankful to work with Brian. Welcome.

Adjournment: Board Chair Johnson adjourned the meeting at 6:53 pm.

These minutes approved this 16th day of March 2023.

ATTEST:



Mary Johnson, Board Chair



Brian Vitulli, General Manager