

**COLUMBIA COUNTY CITIZEN ADVISORY COMMITTEE AND  
STATEWIDE TRANSPORTATION IMPROVEMENT FUND COMMITTEE  
MEETING MINUTES**

**Meeting Date:** September 17, 2024

**Time:** 4:00 P.M.

**Place:** Columbia County Transit Center, St Helens, OR

**Present:** Karen MacKenzie, Dennis Spitze, Marty Rowe, Denise Watson (Virtual)

**Absent:** Pam Heimuller

**Staff:** John Dreeszen, Transit Director; Chris Wheatley, Transit Program Manager

**Guests:** N/A

**Call to Order (CCRTAC & STIFC):** Chair MacKenzie called the meeting to order at 4:00 P.M.

**Approval of (Date) Meeting Minutes:** The Committee approved the August 13, 2024, meeting minutes unanimously.

**Public Comments:** The Committee paused for public comment, and none was given.

**Estimated FY26-FY27 Grants:** Mr. Dreeszen shared a spreadsheet showing grant proceeds estimates for the coming biennium compared to the grants currently in place. Estimates for 5310, 5311 and STIF funds are quite flat, reflecting an aggregate increase of just 1.7%. The reduction in 5311 funds is likely due to our reduction of Line 1 service, which resulted in a drop in ridership.

**Proposed Projects:** Mr. Dreeszen shared a second spreadsheet summarizing his estimates of CC Rider operating expenses for the coming biennium. Estimates suggest that we will consume approximately half of our budgeted FY25 surplus over the following two years. Next, Mr. Dreeszen shared a spreadsheet outlining his proposed assignment of available revenues to the buckets of expenses that are eligible under each federal grant, and the assignment of STIF funds as match funds for those federal grants and to cover the remaining expenses in each bucket. These buckets of expenses correlate to the STIF projects being proposed, which are 1) 5311 Grant Support, 2) 5310 Grant Support, 3) 5339 Grant Support, 4) Vanpools, and 5) Contingency Reserves.

**Proposed Prioritization Process:** Mr. Dreeszen outlined the proposed process for conducting the Committee's STIF project ranking, as required by our bylaws and STIF funding guidelines. Committee members will be provided a listing with dollar amounts of the proposed projects just discussed. Members should individually rank the projects and then return their ranking sheet to Mr. Dreeszen. Once approved by the Committee, Staff will present the recommendation for approval by the Board of Commissioners.

**National Transit Database:** Mr. Dreeszen shared that he and Mr. Wheatley had been working on our submission to the National Transit Database. The FTA uses the data submitted annually by transit providers around the country for planning, prioritizing funding, and reporting outcomes on a national level.

**Committee Round Table:** Member Rowe expressed his view that our current planning and budgeting is working well for CC Rider and that Staff and the Committee should continue forward with our existing projects and services.

**Adjourn:** Chair MacKenzie adjourned the meeting at 5:17 P.M.