

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Wednesday, November 20, 2024 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. **Call to Order:** Vice Chair Adler called the meeting to order at 6:00 pm.

2. **Pledge of Allegiance**

3. **Roll Call:**

Present

TCTD Board of Directors

Gary Hanenkrat, Director (via Zoom)
Marni Johnston, Treasurer
Jonathan Bean, Secretary
Thomas Fiorelli, Director (via Zoom)
Linda Adler, Vice Chair (via Zoom)

Absent

TCTD Board of Directors

Mary Johnson, Board Chair

TCTD Staff

Brian Vitulli, General Manager
Cathy Bond, Finance Supervisor/Interim Board Clerk
Jules Deputy, Brokerage Manager
Michael Reed, Operations Superintendent
Keri Brown, Admin Assistant/Board Clerk

Guest

John Cline, Citizen
David McCall, Citizen

4. **Announcements and Changes to Agenda:** None.

5. **Public & Guest Comments:** None.

6. **Executive Session:** None.

STATE OF THE DISTRICT REPORT

7. **Financial and Grant Report:** FS Bond reviewed the September 2024 financials included in the Board packet pages 1-12 and noticed that the Credit Card Statement was not included in the board packet. FS Bond asked that the Financials be saved for the next board meeting.

Dir. Fiorelli stated that said that is a great presentation but asked about the 5190 Marketing Financial Statement on page 3. Why is the cost so low, is it because we are saving on cost in house. FS Bond stated that we are saving on changing to Vista print for brochures and publication due to no routes haven't been changed and not buying in bulk, only ordering what we are needed in smaller quantities. Dir. Fiorelli asked about the Lease income from page 5, from what is budgeted and the current period. Why is it so low and where does it come from. FS Bond stated that NW Rides Brokerage hasn't been billed and will be corrected. Dir. Fiorelli asked about the Interest Income and Working Capital from page 6 why so high? FS Bond stated that interest rates are high right now and the Working Capital is due to 309, 310 and 210 vehicles that we haven't received yet.

Dir. Hanenkrat stated that the Financials do not have the Check Financials in them. FS Bond asked not to approve the Financials at this time that they will be corrected for the next board meeting.

Vice Chair Adler agreed not to approve the Financial Statement for September at this time.

8. **Service Measure Performance Report:** OS Reed provided service statistics and performance measures for the month of September 2024 are included in the Board packet pages 13-22.

Vice Chair Adler asked by was there such a drop in Dial-A-Ride. OS Reed stated that Dial-A-Ride decrease is pacifically depends on what service is needed for example a passenger might have to go to Cannon Beach and that could take a driver for up to 1 ½ hours to 3 hours. So that is one passenger and a driver gone.

Dir. Fiorelli stated that he thanked OS Reed for the report, but asked Sunday service is really down for Community College and does it really affect them. OS Reed stated that it has only been 90 days into the fiscal year to ask more about it in May or June of next year. The thoughts not just Sunday service but in county services like Netarts/Oceanside were cut from 15 to 12 on the times to connect to ride. The Portland route went from 3 times a day to only 2, not having a consistent service plan effects passengers.

9. **Northwest Oregon Transit Alliance:** GM Vitulli provided the following updates included in the Board packet, pages 23-24.

10. **NW Rides Brokerage:** BM Deputy provided the following updates:

- a. Reviewed ride statistics for October 2024.
- b. Ridership Statistics Rides provided: 5459, Miles driven: 142,695. Just for a mental picture this is halfway to the Moon.

- c. Ridership mileage reimbursement trips provided: 1648 miles, Miles driven: 69,276. Just for a mental picture is 1/3 way to the moon.
- d. FS Bond and FS Assistant Lewis all attended an Ecolane Transit Mobility Alliance Conference where FS Bond received a Manager and Executive Director Training Certification and BM Deputy received an Advance User Training Certificate.

11. **General Manager Report:** GM Vitulli provided the following updates included in board packet pages 25-26 (see GM Report in packet for details):

- a. **Administration/Coordination**
- b. **Planning Development**
- c. **Grant Funding**
- d. **Facility/Property Development**
- e. **Operations and Vehicle Maintenance**

12. **Miscellaneous:** None.

CONSENT CALENDAR

13. Motion by Dir. Johnston to Approve the Minutes of October 16, Regular Board Meeting. Seconded by Dir. Bean.

Motion Passed
By Directors Fiorelli, Hanenkrat
and Vice Chair Adler.
Chair Johnson absent.

14. Motion by Dir. Johnston to Approve the Motion to Reappoint Chris Kell and Ron Rush to the Transportation Advisory Committee. Motion Seconded by Dir. Bean.

Motion Passed
By Directors Fiorelli, Hanenkrat
and Vice Chair Adler.
Chair Johnson absent.

ACTION ITEMS

15. Motion by Dir. Bean to Approve the Resolution 24-17 Authorizing the General Manager to Submit 2025-2027 Federal Formula Grant Application. Motion Seconded by Dir. Johnston.

Motion Passed
By Directors Fiorelli, Hanenkrat
and Vice Chair Adler.
Chair Johnson absent.

DISCUSSION ITEMS

16. **Staff Comments/Concerns:**
General Manager Vitulli – None.
Operations Superintendent Reed – None.

Brokerage Manager Deputy – None.

Admin Assistant Brown – None.

Finance Supervisor Bond – Apologized for the Financials and will have a complete one next meeting.

17. Board of Directors Comments/Concerns:

Chair Johnson – Absent.

Vice Chair Adler – Thanked everyone for coming.

Dir. Hanenkrat – Stated that the vacancy for the Board of Directors seat needs to be filled.

Dir. Johnston – None.

Dir. Bean – Asked about the bus stops in Pacific City, what the plans are for them. GM Vitulli stated that we still operate in Pacific City so people do use them.

Dir. Fiorelli – Thanked Dir. Hanenkrat for bringing up the vacancy as it was on his question also.

18. Adjournment: Board Vice Chair Adler adjourned the meeting at 6:50 pm.

These minutes were approved this 18th day of December 2024.

ATTEST:



Linda Adler, Board Vice Chair



Brian Vitulli, General Manager