

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Wednesday, May 21, 2025 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. **Call to Order:** Board Chair 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 (via Zoom)
Gary Hanenkrat, Director
Marni Johnston, Treasurer
Jonathan Bean, Secretary
Linda Adler, Vice Chair
David McCall, Director
Nan Devlin, Director (via Zoom)

Absent

TCTD Board of Directors

TCTD Staff

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

Guest

Arla Miller, ODOT Public Transportation Division
John Cline, Citizen
Jerry Bond, Citizen
Jim LeNormand, Citizen
Parker LeNormand, Citizen
Madison LeNormand, Citizen
Tyler Hellner, ATU Representative
Kathy Schwabe, Citizen
Steve Schwabe, ATU Representative
Henry Beasley, ATU Vice President
Vicki Raine, Citizen
Vern Ressler, Citizen
Jose Hernandez, Citizen
Kevin Kelly, Citizen
Andres Garcia, Citizen

Lorie Beeler, Citizen (via Zoom)
Bruce Hansen, ATU President (via Zoom)
Rick Dietz, Citizen (via Zoom)
Cyndi Dietz, Citizen (via Zoom)
Will Chappell, Headlight Herald, (via Zoom)

4. Announcements and Changes to Agenda: None

5. Oath of Office – New Board Director: Vice Chair Adler conducted the oath of office for new Director, Nan Devlin.

6. Public & Guest Comments:

Board Chair Johnson made a statement that all public comments will be limited to 3 minutes each.

Henry Beasley made public comments regarding the shift bids and asked the Board who they can complain to regarding Administrative staff. Vice Chair Adler stated that the Board does not get into Administrative issues. Director Johnston stated that the Board is here to discuss the items on the agenda.

Tyler Hellner made public comments regarding not having a meeting to discuss the shift bids.

Kathy Schwabe made a public comment regarding past drivers who have left the District.

Bruce Hansen made public comments that drivers serve the public and the Board comes together to make decisions.

Jose Hernandez made a public comment that no one would listen to him during his time as a driver regarding his medical issues.

Vicki Raine made a public comment that during her employment she had offered training ideas to help with current training.

John Cline made a public comment that Tyler is having issues and both sides need to improve communication.

Director McCall asked when the shift bid will go into effect. GM Vitulli answered that the bid will take effect on May 25th.

7. Executive Session: 6:39pm – 7:49pm

There were no motions as a result of executive session.

Due to the time constraints, Chair Johnson made a decision to skip the State of the District report. She asked if there were any questions from the Board about any of those items before moving to the consent calendar. There were no questions from the Board.

STATE OF THE DISTRICT REPORT

8. **Financial and Grant Report:** Updates for the month of March 2025 are included in the Board packet pages 1-18.
9. **Service Performance Reports:** Updates for the month of March 2025 are included in the Board packet pages 19-27.
10. **Northwest Oregon Transit Alliance:** Updates for the month of May 2025 are included in the Board packet pages 28-29.
11. **NW Rides Brokerage:** Updates for the month of April 2025 are included in the Board packet page 30.
12. **General Manager Report:** Updates included in Board packet pages 31-32 (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**
13. **Miscellaneous:** None.

CONSENT CALENDAR

14. Motion by Director Hanenkrat to Approve the Amended Minutes of April 15, 2025, Regular Board Meeting. Seconded by Director Bean.

Motion Passed
By Chair Johnson, Directors Bean, Hanenkrat,
Johnston, McCall, Devlin and Vice Chair Adler.
15. Motion by Director Hanenkrat to Approve March 2025 Financial Statements. Seconded by Director Bean.

Motion Passed
By Chair Johnson, Directors Bean, Hanenkrat,
Johnston, McCall, Devlin and Vice Chair Adler.
16. Motion by Director Hanenkrat to Amend Policy 12: Drug and Alcohol Policy. Seconded by Director Bean.

Motion Passed
By Chair Johnson, Directors Bean, Hanenkrat,
Johnston, McCall, Devlin and Vice Chair Adler.

ACTION ITEMS

17. Resolution 25-09 Authorizing the General Manager to Execute Amendment Number 2 to ODOT Section 5339 Grand Agreement Number 35328

Motion by Director McCall to Approve Resolution 25-09 Authorizing the General Manager to Execute Amendment Number 2 to ODOT Section 5339 Grant Agreement Number 35328. Seconded by Vice Chair Adler.

Motion Passed

By Chair Johnson, Directors Bean, Hanenkrat, Johnston, McCall, Devlin and Vice Chair Adler.

18. Resolution 25-10 Authorizing the General Manager to Enter Into an Intergovernmental Agreement with the County of Tillamook for 2025 Pacific City Shuttle Services

Vice Chair Adler asked the cost to run the Pacific Shuttle service. GM Vitulli stated in 2023 it was \$90 an hour, when it operated Friday, Saturday and Sunday, with two drivers and 30-minute frequency. In the 2025 season, we will be operating every 60 minutes on Saturdays and Sundays and on Memorial, Independence, and Labor Days. Vice Chair Adler asked if it was more feasible to reinstate Sunday service rather than the Pacific Shuttle Service. GM Vitulli stated that we currently do not have enough drivers to reinstate Sunday service. The District continues to collaborate with the Pacific City/Woods Parking Advisory Committee with parking and congestion management solutions for those communities.

Director McCall asked if the holidays are included in the cost for Saturday and Sunday. GM Vitulli stated yes. Director McCall asked when the new dialysis center opens, will that allow more drivers to do other service. OS Reed said it would allow for more Dial-A-Ride and demand response capacity but still would not allow for the reinstatement of in-County Sunday service.

Motion by Director Bean to Approve Resolution 25-10 Authorizing the General Manager to Enter Into an Intergovernmental Agreement with the County of Tillamook for 2025 Pacific City Shuttle Services. Seconded by Director Devlin.

Motion Passed

By Chair Johnson, Directors Bean, Hanenkrat, Johnston, McCall, Devlin and Vice Chair Adler.

19. Resolution 25-11 Adopting a Revised Administrative Employee Compensation Plan for the District

Motion by Chair Johnson to Approve Resolution 25-11 Adopting a Revised Administrative Employee Compensation Plan for the District. Seconded by Director Johnston.

Motion Passed

By Chair Johnson, Directors Bean, Hanenkrat,

Johnston, McCall, Devlin and Vice Chair Adler.

20. Resolution 25-12 Authorizing the General Manager to Enter Into a Memorandum of Understanding with the Oregon Coast Visitors Association Regarding the North Coast Express

Director McCall asked about the cost of reimbursement for riding the District service. GM Vitulli stated that the District would be reimbursed \$1.00 for each NCE ticket holder who transfers to the TCTD system. Director McCall asked if it was the same amount if they used the Route 5 service. OS Reed stated that it would cost \$15 to ride the Route 5 service to Portland. Director McCall stated to amend the Memorandum of Understanding between TCTD and the Oregon Coast Visitors Association regarding the North Coast Express, section 5.B.3 to state the standard fare of whatever service is used, as opposed to the standard fare of \$1.00.

Chair Johnson asked if North Coast Express was going to be servicing the District's stops. GM Vitulli stated the Tillamook Creamery would be the only one.

Chair Johnston asked if this would impact the District's federal funding. GM Vitulli stated that he didn't think it would have a significant impact. It is hoped that the District will attract new customers as they can ride Route 5 from Portland instead. Director Devlin said the route 5 service can be used for day trippers.

Motion by Vice Chair Adler to Approve Resolution 25-12 Authorizing the General Manager to Enter into a Memorandum of Understanding with the Oregon Coast Visitors Association regarding the North Coast Express, with amendments. Seconded by Director McCall.

Motion Passed

By Chair Johnson, Directors Bean, Hanenkrat, Johnston, McCall, Devlin and Vice Chair Adler

DISCUSSION ITEMS

21. Staff Comments:

General Manager Vitulli: None

Operations Superintendent Reed: None

Finance Supervisor Bond: Tonight, the Board meeting was very disappointing. Working for the District for over 15 years feels that this is a family and it is difficult after several members of the District were criticized. As administrative staff, we just have to take it and turn the cheek because we are unable to rebut the lies and mistruths that have happened.

Brokerage Manager Deputy: None

Admin Assistant Brown: None

22. Board of Directors Comments:

Chair Johnson: Thank Director Devlin for joining the Board.

Vice Chair Adler: Happy Memorial Day Weekend.

Dir. Hanenkrat: Thinks that the people need to have a place to vent.

Dir. Johnston: None.

Dir. Bean: None

Dir. McCall: Thanked Cathy for her comments.

23. Adjournment: Board Chair Johnson adjourned the meeting at 8:30pm.

These minutes were approved this 18th day of June 2025.

ATTEST:



Mary Johnson, Board Chair
FOR



Brian Vitulli, General Manager