



August 16th, 2023

**Board of Directors of the Hood River County Transportation District
Public Hearing – Removal of 1-Day Pass**

**224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00pm – 4:15pm**

Agenda

The Hood River County Transportation District Board of Director's Meeting can be attended live through Zoom conferencing technology. **Members of the public can attend by calling (253)215-8782, Meeting ID: 810 8452 3816, Password: 409367 or by using the below link:**
<https://us02web.zoom.us/j/81084523816?pwd=L3I4eUttZWU5OXZEYkJlUmZlQ2l0QT09>

1) Call Meeting to Order – 4:00pm

2) Roll Call: Greg Pack - Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee, Gisela Ayala-Echeverria, Eleazar Reyes, Tamra Taylor

3) Public Comment

Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. **Please note the following instructions:**

- a. To indicate that you would like to provide testimony, please use the raise your hand button.
- b. For those attending via phone only, press *9 on your phone to raise your hand.
- c. When it is your time to speak, your name will be called.
 - For those attending via phone only, the last four (4) digits of your phone number will be called.
- d. Please state your name, city of residence, and whom you are representing for the audio recording.
 - Once you have provided testimony, your hand will be lowered. Please do not raise your hand again. Only one opportunity to speak is provided.
- e. For those unable or not wanting to speak publicly, testimony may be provided via e-mail at Amy.schlappi@catransit.org
- f. Three (3) minutes per community member.

4) Removal of 1-Day Pass Fare

5) Adjournment – 4:15 p.m. Continue to the monthly Board of Director's Meeting

To request a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials, please contact CAT's Administration Office no later than 48 hours prior to the meeting at 541-386-4202 (voice) or 7-1-1 (TTY through Oregon Relay Service).

Take CAT to the Meeting! Call (541) 386-4202 for more information on routes and services that come to the CAT Administrative Offices. Masks are required to be worn while on CAT buses and at CAT offices.

Se Habla Español.



August 16th, 2023

**Regular Meeting of the Board of Directors
of the Hood River County Transportation District**

**224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:15pm – 5:30pm**

Agenda

The Hood River County Transportation District Board of Director's Meeting can be attended live through Zoom conferencing technology. **Members of the public can attend by calling (253)215-8782, Meeting ID: 810 8452 3816, Password: 409367 or by using the below link:**
<https://us02web.zoom.us/j/81084523816?pwd=L3I4eUttZWU5OXZEYkJlUmZlQ2lOQT09>

1) Call Meeting to Order – 4:15pm

2) Roll Call: Greg Pack - Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee, Gisela Ayala-Echeverria, Eleazar Reyes, Tamra Taylor

3) Approval of July 19, 2023, Meeting Minutes – Greg Pack 4:20 pm

4) Public Comment

Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. Please note the following instructions:

- a. To indicate that you would like to provide testimony, please use the raise your hand button.
- b. For those attending via phone only, press *9 on your phone to raise your hand.
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 - i. Once you have provided testimony, your hand will be lowered. Please do not raise your hand again. Only one opportunity to speak is provided.
- e. For those unable or not wanting to speak publicly, testimony may be provided via e-mail at Amy.schlappi@catransit.org
- f. Three (3) minutes per community member.

5) Financial Report – Tiah Mayhew - 4:25pm

- a. Monthly Report
- b. Audit Planning

6) Resolutions & Action Items – 4:35pm

- a. Approval to remove Cascade Locks Deviated Fixed Route
- b. Approval of Updated Child Policy



- c. Approval of Updated HRCTD Financial Accounts Structure
- d. Approval to move Hood River County LGIP pool funds

7) Operations Manager Report – Jeff Acciaioli – 5:05pm

- a. Employee of the Month
- b. Performance Report
- c. Ridership
- d. Dispatch Technology Update
- e. Vehicle Update
 - i. Electric Vehicles
 - ii. Auction Vehicles
- f. Upcoming Service Changes

8) Executive Director’s Report – Amy Schlappi – 5:15pm

- a. Multnomah Falls Transportation Ambassador Update
- b. Hood River Connect Update
- c. Upcoming Compliance Audit
- d. Termination of Flag Stop Policy Update

9) Discussion Items – 5:25pm

- a. Uber/Lyft

10) Upcoming Events

- a. Day Pass Fare Removal Public Hearing #2 – August Meeting

11) Adjournment – 5:30pm

To request a reasonable accommodation or language interpreter, including alternative formats and translation of printed materials, please contact CAT’s Administration Office no later than 48 hours prior to the meeting at 541-386-4202 (voice) or 7-1-1 (TTY through Oregon Relay Service).

Take CAT to the Meeting! Call (541) 386-4202 for more information on routes and services that come to the CAT Administrative Offices. Masks are required to be worn while on CAT buses and at CAT offices.

Se Habla Español.



Wednesday, July 19th, 2023
Regular Meeting of the Board of Directors
of the Hood River County Transportation District

224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00 p.m. – 5:30 p.m.

Meeting Minutes

1. Call Meeting to Order

Greg called the Board of Directors Meeting to order at 4:01 PM.

2. Roll Call

Tiah took roll call: Greg Pack – Board Chair, Megan Ramey – Vice Chair, Darrell Roberts – Secretary/Treasurer, Meghan Larivee

Absent: None

Staff: Amy Schlappi, Tiah Mayhew, Jeff Acciaioli

Public: Kathy Fitzpatrick, Councilmember Doug Stepina, Eleazar Reyes, Gisela Ayala-Echeverria, Tamra Taylor

3. Approval of June 21st, 2023, Board of Director Meeting Minutes

Greg asked if there were any changes that the board would like to make to the June 21st meeting minutes. The meeting minutes were included in the board meeting materials.

Motion: Megan R made a motion to approve the June 21st Meeting Minutes. The motion was seconded by Darrell.

Approved by: Meghan L, Megan R, Darrell, Greg

Opposed By: None

4. Public Comment

No public comments were made.

5. Oath of Office

Eleazar Reyes, Gisela Ayala-Echeverria, and Tamra Taylor were elected by residents of Hood River County to serve a four-year term from July 1, 2023 – June 30, 2027. All three individuals performed the Oath of Office.

6. Financial Report

Tiah reviewed the draft version of the budget vs. actual report that was included in the board materials to show how staff is anticipating ending FY23. FY23 actuals are still in



the process of being finalized. The numbers should remain relatively the same. Tiah highlighted:

- Fare revenue actual is above budget
- Total revenue shows below budget – that is due to the accounting basis change and should even out in FY24
- Operating Expenses is below budget even with Preventative Maintenance/Repairs overages
- Staff is still waiting on several federal and state grant reimbursements

Staff realized that Keybank does not link up with Quickbooks appropriately and was able to get the Umpqua account to meet our needs. Staff in consultation with Darrell and Greg have made the decision to stay with Umpqua.

7. Resolution & Action Items

a. Election of Chair, Vice-Chair, and Secretary Treasurer

Amy reviewed the different positions and responsibilities.

Motion: Megan R made a motion to nominate Greg Pack as the Board Chair for FY24. The motion was seconded by Meghan L. Greg accepted the nomination.

Approved by: Gisela, Meghan L, Tamra, Megan R, Darrell, Greg

Abstained by: Eleazar (was remote and not able to respond)

Opposed by: None

Motion: Greg made a motion to nominate Megan Ramey as the Board Vice-Chair for FY24. The motion was seconded by Gisela. Megan accepted the nomination.

Approved by: Gisela, Eleazar, Meghan L, Tamra, Megan R, Darrell, Greg

Opposed by: None

Motion: Megan R made a motion to nominate Darrell Roberts as the Secretary/Treasurer for FY24. The motion was seconded by Tamra. Darrell accepted the nomination.

Approved by: Gisela, Eleazar, Meghan L, Tamra, Megan R, Darrell, Greg

Opposed by: None

b. Approval of Eligible Check Signers

Since the Executive Committee did not change, no new check signers need to be added to the bank account.

8. Operations Manager Report

Jeff reviewed the Safety Scores, Operations Data, and Reported Data which were included in the meeting materials. The Safety Score has improved. There was a minor vehicle incident and one customer incident where that customer hit an employee



motorcycle. On Time Performance continues to be pending and dependent on the new dispatching software.

Amy discussed ridership. Staff continue to see an increase in ridership, especially on the Hood River City Route and the Columbia Gorge Express. There was discussion regarding the Dog Mountain service ridership. The Link is now operating The Dalles – Hood River service. Boarded rides per hour have been added to the board ridership report. Megan shared a happy rider comment.

Debra Kelley was the employee of the month. Debra is always a team player and happy to help cover a shift for a fellow driver.

Two of the older Gilligs will be posted on the Auction website to be sold.

9. Executive Director Report

a. Multnomah Falls Exit 3 Timed Use Permit Update – Letter from the Board

Amy asked the board for guidance and feedback on the draft letter included in the board materials to ODOT leadership regarding safety and long-term solutions at the I-84 Exit 31 parking lot. The intent of the letter is to encourage decision makers to determine what the best long-term solution is and to create an implementation plan. There was discussion regarding the ODOT 2019 Safety and Congestion Plan and the timed use program permit. Board members did not suggest any changes and gave general approval for staff to send to decision makers.

b. FTA 533 Low-No Grant Award Update

Amy discussed the FTA 5339 Low-No funds that were recently awarded. The agreement with ODOT/FTA is expected to be signed in 9 to 10 months. Once the agreement is signed, staff can move forward with purchasing electric buses, charging stations, and putting an RFP out for a consultant to assist with the facility expansion. The property across the street is not yet on the market, but staff continue to keep it on their radar and if the board is interested in pursuing a NEPA review is required. There was discussion regarding the amount included in the grant for infrastructure improvements.

c. Conflict of Interest Statements

Each year HRCTD Board Members must complete an updated Conflict of Interest Statement. Staff keep these on file.

d. Termination of Flag Stop Policy Effective September 2023

Based on the June board meeting our intent is to have the board vote on removing the Flag Stop Policy at the August Board Meeting. Staff will advertise in the newspaper, digital platforms, buses, and at bus stops.



e. Fall Service Changes Effective September 2023

At the June board meeting the board approved staff to look at removing the Cascade Locks Deviated Fixed Route and the Hood River Connect Services. Staff have been working with community members and stakeholders to determine impact and mitigation measures. The intent is for board members to vote on at the August board meeting and to be effective in September if approved.

10. Discussion Items

a. City of Hood River Westside Urban Renewal District

Amy asked the board for feedback on what they would like to include in the letter to the Hood River City Council regarding the Westside Urban Renewal District memo and references were included in the board materials. City of Hood River Councilmember Stepina joined the meeting to answer questions from board members. Staff expressed concern about losing funds that are typically used for match. Megan R expressed concern about the de-prioritization of community projects over mega infrastructure projects on ODOT right of way and to ensure consistency of design along Cascade Ave. Discussion about avenues of funding for large ODOT projects, the district still being able to meet current financial obligations and potential for additional urban renewal districts being added and how that will impact the district. Board approved Amy to work with Megan to finalize letter that encompassed those concerns.

b. Union Amendment

Greg asked about the status of the Union Contract Amendment. Amy confirmed that the amendment was approved.

c. Social Media

Megan R shared the social media updates that she is working on with the Administrative Assistant that highlights the work she is doing with local students to take bike trips using the bus.

11. Upcoming Events

a. Day Pass Fare Removal Public Hearing #1

The first public hearing to discuss the removal of the \$15 1-day pass as an eligible fare will be August 16, 2023.

12. Adjournment – 4:59 p.m.

Motion: Meghan L made a motion to adjourn the meeting at 4:59 pm. The motion was seconded by Tamra.

Approved by: Gisela, Eleazar, Meghan L, Tamra, Megan R, Darrell, Greg

Opposed By: None



Memo

To: HRCTD - BOARD OF DIRECTORS
From: Amy Schlappi
Date: August 16, 2023
Re: Proposed Cascade Locks Service Changes

Background

At the June board meeting staff shared info about a couple of underperforming services:

- Cascade Locks:
 - Deviated fixed route which operates Monday-Friday 2 trips per day.
 - FY2023 through May there were 728 boarded rides and 1.4 boarded rides per service hour. For the same period of time in FY2022 there were 983 boarded rides. This is a decrease of 255 boarded rides however it should be noted that there was more service offered in FY2022. The majority of these rides are using the deviated option.
 - This service costs about \$10K a month to operate.
 - On most days the Dial-A-Ride service has capacity to serve the community members who use this service who are not able to use the Columbia Gorge Express service.
- Hood River Connect:
 - Pilot service which began in April 2022 to help connect visitors arriving from Portland on the Columbia Gorge Express to the Downtown Hood River and the Port.
 - Ridership has not been as strong as expected and riders are using other services or transportation modes to connect to Downtown Hood River. In FY2023 there were 887 boarded rides and 1.7 boarded rides per service hour.
 - Potential seasonal service. Long term solution would be splitting up the Hood River City route as stated in the Transit Master Plan.
 - This service costs about \$9K per month to Operate.

The board approved staff to reach out to community members and stakeholders and based on those conversations and additional data gathering move towards:

- replacing the Cascade Locks Deviated Fixed Route Service with Dial-a-Ride services and



- removing the Hood River Connect service

After additional research and outreach, staff would like to propose that the board approves the replacement of the Cascade Locks Deviated Fixed Route Service with Dial-A-Ride and leave the Hood River Connect Service as of now. Staff believes that there are marketing opportunities to increase Hood River Connect ridership. Also, this service will be transitioning as part of the Transit Master Plan and staff would like to reduce the amount of service changes that are made.

Action Required

Discuss proposed service changes and approve, reject, or make recommendations.

Recommendation

Staff recommends that the board replace Cascade Locks deviated fixed route service with Dial-A-Ride on September 9th, 2023.



Memo

To: HRCTD - BOARD OF DIRECTORS
From: Amy Schlappi, Executive Director
Date: August 16, 2023
Re: Child & Age Limit Policy

Background

This had originally been on the Feb 15th agenda but removed due to additional research needed by providers.

The current CAT child policy is:

Kids 10 and younger ride for FREE with a paying passenger. Kids 11 and older may ride without an adult but must pay a fare.

Issues or Impact

Staff is trying to align district policies with partner transit agencies (The Link, Skamania County, and Mt. Adam's Transportation Service) to ensure a seamless rider experience.

Staff is asking that the board consider changing the policy to:

Riders 10 and under ride for FREE.

The public transit system welcomes all riders. However, bus drivers have the right to refuse service to any rider 10 and under who is without supervision. Call your local provider to find out if pre-authorization for young riders is needed.

The updated policy has been approved by the SDAO lawyer. These types of policies tend to range depending on the size of the transit provider. Larger transit agencies do not tend to address when kids can ride alone.

TriMet only addresses the issue in their fare policy "Kids under 7 ride free with a paying passenger".

The City of Sandy has the following policies regarding children:



- Children under 6 years of age ride the bus for free.
- Children under 5 years of age must have an adult over 16 years old with them for their entire trip.
- Children 5 through 7 years of age may ride the bus alone if there is an adult at the place of departure and arrival.
- One adult may supervise a group of up to three children.
- To make arrangements for your child to ride when no adult supervision is available, please contact the Transit Director at (503) 489-0925 .

Action Required

Discuss the updating of CAT's child and age limit policy and approve if there is a consensus.

Recommendation

Staff recommends that the board approve the suggested policy. CAT does not currently have a pre-authorization process for young riders and has not received a notable amount of requests to allow riders 10 and younger to ride alone. The board may ask that staff create a pre-authorization process.



Memo

To: HRCTD - BOARD OF DIRECTORS
From: Tiah Mayhew – Office Manager
Date: August 16, 2023
Re: Financial Account Structure

Background

Per the current HRCTD Financial Management Policy the district currently has three different accounts where funds are held.

1. Checking account Umpqua Bank (formerly Columbia Bank) – this is used as our operating account
2. Savings account with Umpqua Bank (formerly Columbia Bank)
3. Hood River County LGIP Pooled Account – this holds property tax revenue and serves as our reserve account

Staff is currently updating the HRCTD Financial Management Policy and would like to update the financial account structure to achieve clarity of revenue received, maximization of accrued interest, reduce barriers to accessing funds in high interest earning accounts and to be more consistent with ODOT guidance.

Issues or Impact

After speaking with the branch manager of Umpqua bank and our outside accountant staff have created three options that would meet the goals stated above by:

1. Separating vehicle revenue and Statewide Transportation Improvement Fund (STIF) Project Formula monies from other revenue.
2. Increase interest revenue earned from district funds.
3. Reduce barriers to access funds in a high interest earning account.

A couple of additional important things to know as you review the three options:

1. Through FDIC the district is ensured up to \$250k for checking and savings and \$500K for funds in a CD. However, Oregon has the Public Funds Collateralization Program (PCFP) that protects public funds through eligible banks or “qualified depositories”. The district is ensured up to FDIC levels through FDIC and everything above that amount is ensured through the PCFP and since we work with Umpqua who is a “qualified depository” all district funds in Umpqua accounts are ensured



2. Per district (not county) policy staff can only move funds if specifically authorized by the board. Staff learned that it is possible to move funds earned from Hood River County monthly into a district controlled high interest earning account. By removing district funds and transferring them into a high interest earning account on a regular basis it will reduce access barriers and increase clarity on interest earned and movement within the account.

| Option | Operating Account | STIF Funds | Vehicle Sales Revenue | Reserve & Operating Funds | Pros | Cons |
|--------|-------------------|--------------------------------|--------------------------------|------------------------------------|--|--|
| 1 | Umpqua Checking | Umpqua Money Market (separate) | Umpqua Money Market (separate) | OR State Treasury LGIP Account | -Clarity of reserve funds (ability to view our balance and transparency of interest earned) - High interest rates | The LGIP account is not insured by the FDIC or PFCP. The only funds that are secured would be the Umpqua accounts that are secured by the FDIC and PFCP. However, the LGIP funds in theory should be secure due to the type of investments. |
| 2 | Umpqua Checking | Umpqua Money Market (separate) | Umpqua Money Market (separate) | Umpqua Short Term Savings Account | -All funds in one location -Transparency of balances and interest earned. -High interest rates -Backed by FDIC and PFCP | All funds in one location. |
| 3 | Umpqua Checking | Umpqua Money Market (separate) | Umpqua Money Market (separate) | Umpqua CD & OR State Treasury LGIP | -High interest rates -CD funds would be backed by the FDIC up to \$500K | The funds placed in a CD do not earn interest at the rate that LGIP accounts do. Access to funds placed in a CD are not as accessible and often have a penalty imposed if accessed early. The LGIP account is not insured by the FDIC or PFCP. |



Action Required

The board should discuss and decide:

1. Which of the three options for structuring district accounts should be approved and updated in the financial management policy.
2. If district funds in the Hood River County LGIP Pool account need to have board approval anytime staff transfers funds over to the district-controlled accounts.

Based on the above decisions staff will create amendments to the financial management policy and update the policy in October after the compliance audit.

Recommendation

Staff recommends that the board approve option 2 because of the increased security, increased interest rates, and clarity of funds and the approval for staff to transfer funds to district accounts monthly.

Attachments

LGIP Information

PFCP Information

OREGON STATE TREASURY

LOCAL GOVERNMENT INVESTMENT POOL

*An Investment Service
for Public Funds*

**Information Statement
Revised July 26, 2023**

Oregon Short Term Fund Board

Tobias Read, State Treasurer
(Michael Kaplan, Deputy State Treasurer, Designee for Treasurer)

Douglas E. Goe, Chair

Michelle Morrison

Brian Nava

Sharon Wojda

Bryan Wolf

Deanne Woodring

Customer Service

Connect Access • Transactions • Reporting • Account/User Maintenance
Audit Confirmation Requests • Eligibility

Client Services

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General Program Inquiries

Investment Management • Statutory Requirements • Service Provider Issues

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Introduction

Established in 1973, the Local Government Investment Pool (LGIP) is an open-ended, no-load diversified portfolio offered to eligible participants, which include—but are not limited to—any municipality, political subdivision, or public corporation of Oregon that by law is made the custodian of, or has control of, any public funds.

The pool is commingled with state funds in the Oregon Short Term Fund (OSTF).

Policy Statement

Safety of public funds is the primary responsibility of every public investment officer. Therefore, the policy of the pool is to provide a safe environment for the short-term investment of public funds. The pool enables participants to manage their funds in a manner that seeks to maximize the yield on their investments while meeting the safety and liquidity requirements for their funds. Treasury manages the pool in the same manner it oversees the management of state funds and in accordance with the prudent investor rule (ORS 293.726). The pool is commingled with state funds in the Oregon Short Term Fund (OSTF), which is *not* managed as a stable net asset value fund. Participants should be aware that preservation of principal is not assured by Treasury, the Oregon Investment Council, or the OSTF Board. Furthermore, pool account balances are not guaranteed or otherwise protected by Treasury, its agents, the FDIC, or any other government agency.

While the OSTF is not currently rated by an independent rating agency, the OSTF's holdings provide very strong protection against losses from credit defaults; however, the fund may be sensitive to changing market conditions.

Investment Objectives

The primary objectives, in priority order, of OSTF investment activities are the following:

1. **PRESERVATION OF PRINCIPAL.** Capital preservation is the OSTF's foremost objective, and all OSTF investments shall be made in a manner consistent therewith. Credit and interest rate risks will be carefully managed and mitigated.
2. **LIQUIDITY.** The OSTF shall remain sufficiently liquid to meet all state, agency and local government operating requirements as may be reasonably anticipated. The OSTF should consist largely of securities with active secondary or resale markets.

3. YIELD. The OSTF shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the aforementioned investment risk constraints and liquidity needs.

Investment Policies

ORS 293.726 requires that Treasury apply the prudent investor rule in the management of the pool. That standard “requires the exercise of reasonable care, skill and caution, and is to be applied to investments not in isolation but in the context of each investment fund’s investment portfolio and as a part of an overall investment strategy, which should incorporate risk and return objectives reasonably suitable to the particular investment fund.”

The Oregon Investment Council, with advice from Treasury and the OSTF Board, has adopted specific rules for investing the OSTF. The OSTF Portfolio Rules are available online at www.oregon.gov/lgip.

Advisory Board

In seeking to best serve participants, the legislature established the OSTF Board. The board advises the Oregon Investment Council and Treasury in the management and investments of the OSTF.

The board consists of seven members: The State Treasurer or the treasurer’s designee; three members who are qualified by training and experience in the field of investment or finance and who do not hold any other public office or employment (appointed by the State Treasurer); and three members who are treasurers, finance or fiscal officers or business managers of any county, city, or school district (appointed by the Governor).

Board members serve four-year terms and without compensation, except reimbursement of expenses to attend official meetings.

Administrator

PFM Asset Management LLC, One Keystone Plaza, Suite 300, North Front and Market Streets, Harrisburg, Pennsylvania, provides administrative and operational support for the pool.

Custodian

All investment assets and collateral are held in safekeeping by State Street Bank and Trust Company, 2495 Natomas Park Drive, Suite 400, Sacramento, California, or by an authorized state depository.

Legal Counsel

The Oregon Department of Justice, 1162 Court Street NE, Salem, Oregon, serves as legal counsel for the pool.

Auditor

The financial statements of the Oregon Short Term Fund are audited annually by the Office of the Secretary of State, Audits Division, 255 Capitol Street NE, Suite 500, Salem, Oregon.

Expenses and Fees

Treasury supports its operation and management of the OSTF, including the pool, primarily through the assessment of an administration fee. The fee is charged directly against investment earnings—not billed directly to participants. Treasury sets and pays participants an interest rate out of the earnings of the fund after the administration fee is accounted for and after any funds are set aside for the Allowance of Impaired Securities, which was established after the 2008 financial market turmoil. The administration fee is currently 0.435 basis points of the market value of assets under management.

Additionally, Treasury charges the following fees per transaction:

| | |
|--------------------------------|----------|
| ACH Purchase | \$ 0.05 |
| ACH Redemption | \$ 0.05 |
| Wire Transfer Redemption | \$ 10.00 |
| Received ACH | \$ 0.10 |
| Returned ACH..... | \$ 2.00 |
| ACH Reversal | \$ 20.00 |

Transaction fees are charged to pool accounts on the first business day of the month for transactions that occurred in the previous month. A participant may request that transaction fees for one or more of its pool accounts be charged to another of its pool accounts via the LGIP Account Opening form (available online at www.oregon.gov/lgip).

Dividends

Interest is accrued daily on each pool account based on an account’s closing balance and a variable interest rate set by Treasury. Interest for an entire calendar month is paid as dividends to pool accounts on the last business day of that month. A participant may request that dividends for one or more of its pool accounts be paid to another of its pool accounts via the LGIP Account Opening form (available online at www.oregon.gov/lgip).

Eligibility

Any county, municipality, school district, political subdivision, public corporation, or tribal government is eligible to participate in the pool. Special service districts, such as water and sewer districts, as well as other organizations formed for the purpose of intergovernmental cooperation under ORS 190.003 to 190.030, are also eligible.

A unit of an eligible entity is not eligible to establish a separate pool account. For example, a high school *that is part of a school district* cannot establish a separate pool account (note that a high school district established under ORS chapter 335 would be eligible). Additionally, ORS 294.125 prohibits a political subdivision from investing the funds of any other political subdivision.

Entities not easily categorized as any of the above are required to provide an opinion from the entity's legal counsel substantiating the entity's eligibility to participate. The opinion must be supported by an analysis of the documents and laws under which the entity was formed. An entity eligible to participate in the pool may have some or all of the following characteristics:

1. Participation in the Oregon Public Employees Retirement System (PERS).
2. Subject to audit laws under ORS chapter 297.
3. Subject to public meeting or records laws.
4. Subject to local budget laws under ORS chapter 294.
5. Officers and board members subject to government ethics laws under ORS chapter 244.

This list is not conclusive and should be used as an initial indicator of whether an entity wishes to proceed with obtaining an opinion from its legal counsel regarding its eligibility to participate.

Entities interested in participating are to complete and submit an LGIP Participant Application form (available online at www.oregon.gov/lqip). Treasury will review the application and determine the entity's eligibility, which may include consultation with the pool's legal counsel. The entity will be notified in writing of Treasury's determination. If the entity disagrees with the determination, the entity shall submit in writing the basis for the disagreement. Treasury will make every attempt to resolve the issue to the satisfaction of all parties involved.

Pool Accounts

Participants may open pool accounts by completing and submitting the LGIP Account Opening form. There is no limit on the number of pool accounts that a participant may open.

Participants may close pool accounts by completing and submitting the LGIP Account Closing form. It may take up to 24 hours to close an account.

All forms are available online at www.oregon.gov/lgip.

Contacts and Permissions

Any person needing access (by phone, in writing, and/or via the pool's online client portal) to pool accounts or pool statements must be registered as a Contact in the records of the pool. Contacts may include both staff within a participant's organization and people outside of a participant's organization (such as staff at other local governments who manage funds on behalf of the participant, debt service paying agents, or certain state agencies). Contacts must be registered using the LGIP Contact Registration form.

In addition to registration, a Contact must be granted permissions that specify the Contact's access and abilities to each pool account. Until permissions are granted, a Contact has *no* access or abilities. Permissions are managed by completing and submitting the LGIP Permissions form.

All forms are available online at www.oregon.gov/lgip.

Online Account Access (Connect)

Participants may view pool accounts and initiate transactions online via the client portal called Connect. Contacts request access to Connect via the LGIP Contact Registration form and must be granted appropriate permissions via the LGIP Permissions form. To access Connect, visit www.oregon.gov/lgip and click the Connect link.

Purchases

Purchases or deposits are all credits to a pool account, including those initiated by an account's owner and its authorized agents, those initiated by another participant and its agents, those initiated by approved third-party entities (*e.g.*, state agencies), and those initiated by Treasury and its agents (*e.g.*, dividends).

All purchases made from bank accounts outside of the pool are processed via ACH and may be initiated via the pool's online client portal, Connect, or by calling customer service.

In order to settle the next business day, ACH purchases must be initiated by 1:00 p.m. Pacific on any business day. ACH purchases initiated after 1:00 p.m. Pacific will settle the second business day following initiation unless future dated. ACH purchases may be entered in the pool's online client portal to settle up to approximately one year in the future.

With the exception of ACH purchases made from approved third-party entities, ACH purchases are to be made from bank accounts owned by the participant. Participants should ensure that ACH purchases will not be rejected by their bank due to ACH blocks or filters. If a participant employs an ACH filter at its bank, the participant should contact customer service for information that will need to be shared with the participant's bank.

Participants are asked to provide customer service with notification two days in advance of ACH purchases greater than \$25 million to assist with cash flow forecasting.

Redemptions

Redemptions or withdrawals are all debits from a pool account, including those initiated by an account's owner and its authorized agents, and those initiated by Treasury and its authorized agents (*e.g.*, fees).

Redemptions made to bank accounts outside of the pool can be processed via either wire transfer or ACH and may be initiated via the pool's online client portal, Connect, or by calling customer service.

In order to settle the same business day, wire redemptions must be initiated by 10:00 a.m. Pacific on any business day. Wire redemptions initiated after 10:00 a.m. Pacific will settle the next business day. *Please note that same day wire redemptions cannot exceed \$1.5 million.*

In order to settle the next day, ACH redemptions must be initiated by 1:00 p.m. Pacific on any business day. ACH redemptions initiated after 1:00 p.m. Pacific will settle the second business day following initiation unless future dated. Both wire and ACH redemptions may be entered in the pool's online client portal to settle up to approximately one year in the future.

With the exception of debt payments and state payments, wire and ACH redemptions are to be made to bank accounts owned by the participant. Participants should ensure that ACH redemptions will not be rejected by their bank due to ACH blocks or filters. If a participant employs an ACH filter at its bank, the participant should contact customer service for information that will need to be shared with the participant's bank.

Participants are asked to provide customer service with notification two days in advance of wire and ACH redemptions greater than \$25 million to assist with cash flow forecasting.

Transfers

Transfers between pool accounts owned by the same participant may be initiated via the pool's online client portal, Connect, or by calling customer service.

In order to settle the same business day, transfers must be initiated by 1:00 p.m. Pacific on any business day. Transfers initiated after 1:00 p.m. Pacific will settle the next business day unless future dated. Transfers may be entered in the pool's online client portal to settle up to approximately one year in the future.

Participant-to-Participant Transfers

Transfers between pool accounts owned by different participants may be initiated via the pool's online client portal, Connect, or by calling customer service.

In order to settle the same business day, participant-to-participant transfers must be initiated by 1:00 p.m. Pacific on any business day. Participant-to-participant transfers initiated after 1:00 p.m. Pacific will settle the next business day unless future dated. Participant-to-participant transfers may be entered in the pool's online client portal to settle up to approximately one year in the future.

Payment Instructions

ACH instructions must be set up by an authorized Contact before ACH purchases/redemptions can be processed and may take up to 24 hours to set up. ACH instructions are set up by completing and submitting the LGIP ACH Instructions form. Instructions for ACH redemptions to debt service paying agents are set up by completing and submitting the LGIP Debt Payment Instructions form. Instructions for ACH redemptions to state agencies are set up by completing and submitting the LGIP State Payment Instructions form.

Wire instructions must be set up by an authorized Contact before wire redemptions can be processed. Wire instructions are set up by completing and submitting the LGIP Wire Instructions form. Instructions for wire redemptions to debt service paying agents are set up by completing and submitting the LGIP Debt Payment Instructions form.

Participant-to-participant transfer instructions must be set up by an authorized Contact before such transfers can be processed. Participant-to-participant transfer instructions are set up by completing and submitting the LGIP Transfer Instructions form.

All forms are available online at www.oregon.gov/lqip.

Confirmations and Statements

Daily confirmations are provided to participants within the pool's online client portal, Connect, one business day after a transaction settles.

Monthly pool account statements are prepared regardless of transaction activity and are available by the third business day after month end. Participants can view statements within the pool's online client portal, Connect, or request them by mail.

Audit Confirmation Requests

Auditors needing confirmation of account balances must submit requests in writing to customer service. Requests must include or be accompanied by a release signed by a participant's authorized Contact (the Contact must be registered in the records of the pool and have permission to view/access pool account information). Requests/releases can be submitted through Connect, faxed to (888) 535-0120, or mailed to

Oregon LGIP
PO Box 11760
Harrisburg, PA 17108-1760

Limitation on Aggregate Pool Balances

ORS 294.810 places a limit on the aggregate funds that a participant may place in the pool. Treasury is responsible for adjusting the limitation annually and publishes a memorandum detailing the limitation online at www.oregon.gov/lgip.

The limitation is calculated by multiplying \$30 million by the percentage, if any, by which the monthly averaged U.S. City Average Consumer Price Index for the 12 consecutive months ending August 31 of the current calendar year exceeds the monthly averaged U.S. City Average Consumer Price Index for the 12 consecutive months ending August 31, 1995.

There is an exception to the limitation when funds are placed in the pool on a pass-through basis. Most participants must remove pass-through funds that exceed the limitation within 10 business days. County government and tribal government participants must remove pass-through funds that exceed the limitation within 20 business days. For purposes of determining whether excess funds are removed within the appropriate timeframe, participants may consider that such funds pass through on a first-in, first-out basis. For example: A county collects property taxes on behalf of other taxing districts and places such funds in the pool, causing the county to exceed the limitation for more than 20 business days. However, the county turns over the collected tax payments on a weekly basis, ensuring that excess funds are removed within the prescribed timeframe on a first-in, first-out basis.

Pass-through funds include monies that are collected by one local government and then passed on to another governmental unit, including property tax payments, federal funds, and other revenue distributions. They also include monies that are placed in a participant's pool account by another governmental unit, including state agencies. Pass-through funds do not include proceeds

from the maturity of investments that will be reinvested or otherwise used for expenditure purposes nor excess funds that will be used for debt service or to liquidate other liabilities.

Public Funds Requirements

ORS chapter 295 outlines requirements surrounding the deposit and collateralization of public funds. Public funds are defined as funds that a public official has custody of or controls by virtue of exclusive legal right. Per ORS 295.002, an Oregon public official may deposit public funds up to the amount insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA) in any insured financial institution with a head office or branch in Oregon. Public funds deposits that exceed these insurance limits must be held in a qualified depository, which is a bank or credit union that participates in the Oregon Public Funds Collateralization Program (PFCP).

Treasury is not responsible for determining whether participants' banks or credit unions meet the requirements in ORS chapter 295. A current list of qualified depositories is available online at www.oregon.gov/pfcp.

Financial Reports

The OSTF is an *external investment pool* as defined in Government Accounting Standards Board (GASB) Statement 31. In accordance with that statement, Treasury issues an annual financial statement that includes a statement of net position, a statement of changes in net position, notes or disclosures, and the auditor's report.

In preparing its own annual financial statements in accordance with generally accepted accounting principles, a participant may find it necessary to use certain information contained in the OSTF financial statement, or otherwise provided in the state's Annual Comprehensive Financial Report (ACFR).

OSTF annual financial statements are available online at www.oregon.gov/treasury/public-financial-services/oregon-short-term-funds/pages/default.aspx.

The state's ACFR is prepared and published by the Oregon Department of Administrative Services, Statewide Accounting and Reporting Services, and is available online at www.oregon.gov/das/Financial/Acctng/Pages/Pub.aspx#cafr.

Compliance with Tax Law and Debt Covenants

Treasury and its agents make no representations as to whether the pool complies with Section 148 of the Internal Revenue Code. Accordingly, the pool may not be appropriate for the

investment of bond proceeds. Bond covenants may also restrict the investment of bond proceeds and may preclude the pool as a permitted investment option. Participants should discuss arbitrage rebate, yield restriction, and other applicable bond provisions with their bond counsel prior to depositing bond proceeds in the pool.

Compliance with Contract Retainage Requirements

House Bill 2415 (2019) amended ORS 279C.570 related to public improvement contracts exceeding \$500,000. The amended statute requires that amounts deducted as retainage for such contracts be deposited in an interest-bearing escrow account in certain circumstances. Pool accounts are not escrow accounts and do not satisfy this requirement. Treasury is not responsible for determining whether funds placed in the pool by a participant are subject to the escrow account requirement in ORS 279C.570.

Local Government Mailing List and Newsletter

Treasury uses an electronic mailing list called Local-Gov-News to provide local government customers with information about Treasury-provided services and related financial news. Treasury also regularly distributes a newsletter titled *Inside the Vault*. To subscribe to the mailing list and review the current and past issues of the newsletter, visit <https://www.oregon.gov/treasury/news-data/pages/treasury-news-reports.aspx#lgnr>.

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Get to Know Oregon State Treasury: How We Protect Public Funds

November 15th, 2021



We're trying to demystify some of the work Oregon State Treasury does behind the scenes, especially related to our banking and finance program. Today's topic: protecting public funds.

Across Oregon, public bodies of all types collect money to fund government services. When these public funds are deposited at banks and credit unions, they are protected through federal deposit insurance and Treasury's **Public Funds Collateralization Program**.

Under the program, banks and credit unions that hold public funds in excess of federal deposit insurance limits must pledge collateral. This collateral is pooled among all participating banks and credit unions to spread risk and increase protection. If a participating bank or credit union were to fail or suffer a loss of funds, Treasury would use this collateral to repay affected public bodies.

Treasury works with the Oregon Department of Consumer and Business Services to monitor the financial health of participating banks and credit unions and to set the required amount of collateral. We also work with other institutions to monitor the value and quality of collateral.

Public officials responsible for public funds must report to Treasury where funds are deposited and ensure that any funds in excess of federal deposit insurance limits are deposited only at participating banks and credit unions. If public officials fail to follow the program's requirements and funds are lost, they can be held personally liable for repayment.

While Treasury has never had to access collateral due to the failure of a participating bank or credit union, program staff work constantly to make sure the public's money is safe.

For more information about the program, and to view the list of participating banks and credit unions, visit www.oregon.gov/pfcp (www.oregon.gov/pfcp).

[Return to article selection](#)



July 2023 Operations Report

| Safety Scores | | | | |
|----------------------|-----------|-----------|----------|------------|
| Category | July 2023 | June 2023 | May 2023 | April 2023 |
| Overall Safety Score | 91 | 92 | 91 | 80 |
| Crashes | 0 | 0 | 1 | 1 |
| Harsh Events | 3 | 7 | 10 | 27 |
| % Speed -Moderate | 1.7% | 1.3% | 1.3% | 1.4% |
| % Speed- Heavy | .1% | .09 | .08% | 0.1% |
| % Speed - Severe | .05% | .04% | .04% | 0.1% |

- Safety Score has decreased to 91. This is due to a slight increase in heavy speeding. There has been a decrease in harsh events.
- For percentage of over speed limit this is the percentage of drive time where speeding occurred.

| Operations Data | | | | |
|--------------------|-----------|-----------|----------|------------|
| Category | July 2023 | June 2023 | May 2023 | April 2023 |
| Fixed OTP | PENDING | PENDING | PENDING | PENDING |
| DAR OTP | PENDING | PENDING | PENDING | PENDING |
| Hours Driven | 1,464 | 1,549 | 1,416 | 1,347 |
| Miles Driven | 48,506 | 53,279 | 47,871 | 43,981 |
| Fuel Cost | \$20,135 | \$23,053 | \$19,595 | \$20,975 |
| Fuel Cost per Mile | \$0.41 | \$0.43 | \$0.41 | \$0.47 |

- Staff is expecting to have accurate OTP data at the October Board Meeting.

| Reported Incidents | | | | |
|----------------------------|-----------|-----------|----------|------------|
| Category | July 2023 | June 2023 | May 2023 | April 2023 |
| Formal Customer Complaints | 1 | 0 | 2 | 1 |
| Vehicle Incidents | 0 | 2 | 4 | 4 |
| Customer Incidents | 1 | 1 | 3 | 2 |
| Vandalism | 0 | 0 | 0 | 0 |

- A couple started arguing in our office. They went outside and became physically aggressive. Cops were called and defused the situation.
- Customer called to complain about the mid-day service gap on Upper Valley route.

Employee of the Month: Rod Espe



Ridership

| | Jul. 23 | Jun. 23 | May. 23 | Apr. 23 | Mar. 23 | Feb. 23 | Jan. 23 | Dec. 22 | Nov. 22 | Oct. 22 | Sep. 22 | Aug. 22 | Jul. 22 |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Dial-A-Ride | 305 | 289 | 300 | 262 | 293 | 318 | 266 | 244 | 216 | 228 | 236 | 205 | 237 |
| Upper Valley | 496 | 598 | 560 | 495 | 505 | 341 | 402 | 370 | 399 | 436 | 384 | 523 | 476 |
| The Dalles | 0 | 477 | 420 | 437 | 398 | 340 | 308 | 266 | 324 | 314 | 387 | 349 | 358 |
| Hood River Connector | 98 | 54 | 43 | 35 | 39 | 43 | 21 | 27 | 43 | 50 | 162 | 261 | 163 |
| Hood River City | 2148 | 1737 | 1664 | 1725 | 1630 | 1401 | 1300 | 1103 | 1296 | 1467 | 1665 | 1974 | 1757 |
| Cascade Locks | 83 | 64 | 82 | 53 | 71 | 71 | 56 | 69 | 53 | 41 | 27 | 137 | 68 |
| Columbia Gorge Express | 4961 | 3497 | 2916 | 2627 | 2699 | 2034 | 1841 | 1515 | 2043 | 2944 | 3231 | 4722 | 3708 |
| Gorge to Mountain | NA | NA | NA | NA | 2090 | 2247 | 2510 | 1063 | NA | NA | NA | NA | NA |
| Dog Mountain | NA | 793 | 2104 | 205 | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Falls to Locks | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | 95 | 538 | 499 |
| White Salmon Wknd | 68 | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| All Routes | 8159 | 7509 | 8089 | 5839 | 7725 | 6795 | 6704 | 4657 | 4374 | 5480 | 6187 | 8709 | 7266 |

Hours of Service

| | Jul. 23 | Jun. 23 | May. 23 | Apr. 23 | Mar. 23 | Feb. 23 | Jan. 23 | Dec. 22 | Nov. 22 | Oct. 22 | Sep. 22 | Aug. 22 | Jul. 22 |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Dial-A-Ride | 93 | 105 | 110 | 93 | 207 | 171 | 189 | 56 | 39 | 63 | 74 | 75 | 78 |
| Upper Valley | 165 | 181 | 182 | 165 | 189 | 157 | 173 | 180 | 165 | 178 | 180 | 180 | 180 |
| The Dalles | 0 | 112 | 115 | 110 | 116 | 103 | 111 | 106 | 110 | 114 | 103 | 103 | 103 |
| Hood River Connector | 41 | 39 | 41 | 40 | 41 | 37 | 40 | 28 | 40 | 42 | 51 | 51 | 51 |
| Hood River City | 332 | 327 | 336 | 323 | 356 | 322 | 345 | 334 | 314 | 334 | 396 | 390 | 390 |
| Cascade Locks | 33 | 36 | 36 | 33 | 38 | 32 | 35 | 42 | 38 | 42 | 60 | 60 | 60 |
| Columbia Gorge Express | 725.4 | 702 | 508 | 491 | 502 | 454 | 486 | 542 | 508 | 543 | 650 | 650 | 650 |
| Gorge to Mountain | NA | NA | NA | NA | 371 | 383 | 405 | NA | NA | NA | NA | NA | NA |
| Dog Mountain | NA | 129 | 166 | 37 | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Falls to Locks | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | 48 | 168 | 168 |
| White Salmon Wknd | 44 | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| All Routes | 1433 | 1631 | 1494 | 1292 | 1820 | 1659 | 1784 | 1288 | 1214 | 1316 | 1562 | 1677 | 1680 |

Boardings Per Hour

| | Jul. 23 | Jun. 23 | May. 23 | Apr. 23 | Mar. 23 | Feb. 23 | Jan. 23 | Dec. 22 | Nov. 22 | Oct. 22 | Sep. 22 | Aug. 22 | Jul. 22 |
|------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Dial-A-Ride | 3.3 | 2.8 | 2.7 | 2.8 | 1.4 | 1.9 | 1.4 | 4.4 | 5.5 | 3.6 | 3.2 | 2.7 | 3.0 |
| Upper Valley | 3.0 | 3.3 | 3.1 | 3.0 | 2.7 | 2.2 | 2.3 | 2.1 | 2.4 | 2.4 | 2.1 | 2.9 | 2.6 |
| The Dalles | 0.0 | 4.3 | 3.7 | 4.0 | 3.4 | 3.3 | 2.8 | 2.5 | 2.9 | 2.8 | 3.8 | 3.4 | 3.5 |
| Hood River Connector | 2.4 | 1.4 | 1.0 | 0.9 | 1.0 | 1.2 | 0.5 | 1.0 | 1.1 | 1.2 | 3.2 | 5.1 | 3.2 |
| Hood River City | 6.5 | 5.3 | 5.0 | 5.3 | 4.6 | 4.4 | 3.8 | 3.3 | 4.1 | 4.4 | 4.2 | 5.1 | 4.5 |
| Cascade Locks | 2.5 | 1.8 | 2.3 | 1.6 | 1.9 | 2.2 | 1.6 | 1.6 | 1.4 | 1.0 | 0.5 | 2.3 | 1.1 |
| Columbia Gorge Express | 6.8 | 5.0 | 5.7 | 5.4 | 5.4 | 4.5 | 3.8 | 2.8 | 4.0 | 5.4 | 5.0 | 7.3 | 5.7 |
| Gorge to Mountain | NA | NA | NA | NA | 5.6 | 5.8 | 6.1 | NA | NA | NA | NA | NA | NA |
| Dog Mountain | NA | 6.1 | 12.7 | 5.5 | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Falls to Locks | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| White Salmon Wknd | 1.5 | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| All Routes | 5.7 | 4.6 | 5.4 | 4.5 | 4.2 | 4.1 | 3.8 | 3.6 | 3.6 | 4.2 | 4.0 | 5.2 | 4.3 |



Memo

To: Hood River County Transportation District Board of Directors
From: Amy Schlappi, Executive Director
Date: August 16, 2023
Re: Uber/Lyft

Background

Staff was notified that the Hood River City Council has asked City of Hood River staff to ensure there are no ordinances precluding Lyft or Uber to come to the City of Hood River. Staff recognizes that having additional transportation options in Hood River is a need, however staff thinks that this would be a prime opportunity to consider a couple of implications if Lyft/Uber came to Hood River:

- There is no guarantee that the Lyft/Uber drivers would be Gorge residents and could encourage drivers from the Portland/Vancouver Metropolitan Area to come to Hood River to earn money.
- Many cities have seen increased safety and congestion concerns in downtown areas after Lyft/Uber began operating. If Lyft/Uber came to Hood River the district could encourage the City to designate rideshare loading and unloading areas to reduce unsafe loading or unloading of rideshare passengers.
- Other options to address the need include leveraging local businesses and the ODOT Drunk Driving Reduction Grant that CAT was recently awarded.
- Perceived demand versus actual demand. Unfortunately, there is not currently a great way to understand met demand and unmet demand. If allowed by CAT grantors there may be a way where CAT can allow our dispatching software to be used by taxi companies and taxi rides could be requested through that platform. This idea would have to be researched more thoroughly.

Action Required

Staff would like the board to discuss the implications of Lyft/Uber on Hood River and the district and what the most appropriate course of action would be. Staff will be involved in workgroups with the City and local taxi's and can also draft a letter from the board.