



Mid-Columbia Economic Development District

MCEDD Service Expansion Subcommittee Meeting
Wednesday, October 11, 2017
4:00 p.m.

The Dalles Transit Center, 802 Chenoweth Loop Road, The Dalles, OR

AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order		
Minutes	5 minutes	Approval
Summary of Activities; Financials	20 minutes	Information
<i>Executive Session per ORS 192.660 (e) (Real Property Transactions)</i> <i>Regular Session Reconvened</i>		
Follow-up Actions	10 minutes	Decision
Other New Business		
Adjourn		

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact us at (541) 296-2266; TTY 711 at least 48 hours before the meeting. MCEDD is an equal opportunity employer, lender and provider.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
SERVICE EXPANSION COMMITTEE MEETING MINUTES**

Wednesday, October 4, 2017

4:00 PM

The Dalles Transit Center, 802 Chenowith Loop Road, The Dalles, OR

ATTENDANCE:

COMMITTEE MEMBERS: Ken Bailey, Dana Peck, Perry Thurston

STAFF: Amanda Hoey, Sherry Wickert

GUEST: Brent Olson

CALL TO ORDER:

Ken Bailey called the meeting to order at 4:00 pm.

MINUTES- September 27, 2017

There were no corrections noted to the minutes. By consensus, the minutes from September 27, 2017 were adopted as presented.

SITE VISIT

Brent Olson provided a review of the Transit center facility and assets. The committee walked through the facility to gain an understanding of the operations.

Discussion: The committee asked where vehicles were taken for routine maintenance.

Brent noted that routine maintenance, such as oil changes, are completed by Griffith Motors and anything related to recalls or warranty are done by Ray Schultens Ford. Perry Thurston asked if there was a fleet discount provided for the service and Brent stated there was not. Perry asked if any of the vehicles were 4-wheel drive and Brent responded they were not. Amanda asked about the vehicle scheduled to be acquired. Brent stated that the vehicle currently leased to Tygh Valley Community Center would be scheduled to cycle out and one of the current fleet would move down there, with the new vehicle being operated out of the main transit center in The Dalles. Brent noted that van #28 is specific just for brokerage rides and thus the only one which does not reflect on the ODOT vehicle asset list. The committee asked about IT support and staff noted that Solutions IT is providing that service for the site. The committee discussed the property boundaries and asked about the development plans of neighboring properties.

REVIEW OF LINK

Amanda Hoey provided a review of the brokerage and transportation operations for the benefit of the committee and provided updates on the following:

- Timeline, with MCCOG expressing interest to move programs in January 2018.
- Meetings with PacificSource and meetings scheduled with GOBHI.
- Updates on assets, including ODOT agreements related to vehicles and the facility.
- Financials, with historical data provided by MCCOG staff. This information will be compiled for the next meeting.

EXECUTIVE SESSION

Per ORS 192.660 (e) Real Property Transactions, the MCEDD Service Expansion Committee moved into Executive Session at 4:30 p.m.

Regular session was reconvened at 5:10 p.m.

FOLLOW-UP ACTIONS

Follow-up actions of the committee include

- Discuss options with MCCOG and Wasco County related to the remaining facility liability (debt was created through interfund transfer) given concerns that the use of program carryover may put future services at risk. Ken Bailey offered to assist in the conversation.
- Compile financial documents for the committee's review at the next meeting.
- Participate in the next committee meeting on October 11, 2017 at 4 pm at the Transit Center. David Meriwether has been invited to attend.

ADJOURNMENT: Having no other new business, the meeting was adjourned at 5:15 pm.

Respectfully submitted by Amanda Hoey, Executive Director