

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

Wednesday, October 18, 2017

4:00 PM

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

**ATTENDANCE:**

COMMITTEE MEMBERS: Ken Bailey, Dana Peck, Perry Thurston

STAFF: Amanda Hoey, Kathy Fitzpatrick

GUEST: Brent Olson, Theresa Conley

**CALL TO ORDER:**

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

**MINUTES- October 11, 2017**

There were no corrections noted to the minutes. By consensus, the minutes from October 11, 2017 were adopted as presented.

**UPDATES ON FACILITIES**

Amanda Hoey provided an update on the status of facilities conversations, noting that the MCCOG board met yesterday but due to technical difficulties could not make decisions. She also shared the letter from GOBHI committing to working in partnership.

**EXECUTIVE SESSION**

Per ORS 192.660 (e) Real Property Transactions, the MCEDD Service Expansion Committee moved into Executive Session at 4:02 p.m.

Regular session was reconvened at 4:25 p.m.

**FACILITIES ACTIONS**

Staff will generate a letter for Chair Bailey's signature related to the request to the MCCOG Board of Directors that the remaining debt created through interfund transfer for the Transit Center be paid by MCCOG's general fund rather than the transportation fund. This will better assure that there will not be cash difficulties in the first year of transition, reduce cash flow concerns and better stabilize the LINK. It may also help address some of the legal fees that will be necessary.

**INTERNAL PROCESSES**

Amanda Hoey provided an overview of the internal processes that would be necessary to effectively integrate the LINK, including the internal decision making process, board requests, transfer items and a draft board resolution. For the internal process, Amanda recommended creation of a committee, similar to the Loan Board structure that would be given authorities for decision making under board adopted policies.

*Discussion: Dana Peck suggested a revision to the name of the committee to reflect the potential for future regional transportation activities and to be an umbrella for our existing activities. He*

*noted that naming conventions can also influence thinking and LINK committee connotes one system versus coordinated transportation. The committee settled on the "Transportation Administration Board." Membership was discussed, with the suggested structure including three members of the board and up to four non-board members. Initially Wasco County and City of The Dalles would be approached for individuals to participate as a non-board role. Non-board members could also be transportation advocates, individuals who use the service, social service agencies or others. It should reflect the regionalism of transportation.*

Amanda reviewed the board requests to include a request to approve the transfer, conditional upon factors outlined (lease, costs) and to authorize the Executive Committee to act on the Board's behalf to execute agreements. She provided a draft timeline and resolution to present to the Board.

*Discussion: On the draft resolution, Perry Thurston discussed the need to incorporate "regional public transportation" to create community and regional ownership of transportation systems. Theresa Conley noted the complexity in working with FTA which will have to approve the final transfer of the transit center and suggested softening the language on the date. Ken Bailey suggested inclusion of a "whereas" statement that references the transportation work in which MCEDD already engages to reflect that this is not a new issue; only a new entity. Amanda noted that the proposed name of the committee will be modified in the document to reflect the discussion today and the language directing the establishment of the committee will reference not just the LINK but also that it is designed to support MCEDD regional transportation initiative.*

Amanda discussed the mechanics of the transfer and noted the need for taking care in the messaging to ensure that clients, staff and general public understand that services remain and the change is to an administrative name.

*Discussion: Brent Olson noted that the mccog.com website currently connected to the LINK will need to change and his preference to do so in coordination with the TransLink Alliance. Kathy Fitzpatrick is working on how to modify the Alliance website and this request should align well with that regional direction.*

### **FOLLOW-UP ACTIONS**

- Update to the MCEDD board will go out end of this week with a request that board members respond on any questions or concerns regarding the current direction. A request for a board meeting for decision will be included, with meeting proposed for early November
- Staff will prepare a letter for the MCCOG board on the request related to the interfund loan. Ken Bailey will sign and we will send to David Meriwether before October 24.
- Staff will discuss with ODOT on the timeline and process with the Federal Transportation Administration

### **OTHER NEW BUSINESS**

The next regularly scheduled meeting would be October 25, 2017. Given the committee's progress, there is no anticipated need to host the meeting. Ken will meet with staff that day for updates on status.

**ADJOURNMENT:** Having no other new business, the meeting was adjourned at 5:08 p.m.

*Respectfully submitted by Amanda Hoey, Executive Director*