

Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting



Thursday, December 20, 2018 at 6:30PM
Transportation Building
3600 Third Street, Tillamook, Oregon



Statewide Transportation Improvement Fund Formula Fund Allocation Estimate, December 2018 Update

Introduction

ODOT has completed the annual update to the Statewide Transportation Improvement Fund (STIF) Formula Fund allocation estimate. For most Qualified Entities (QEs)¹, the revenue estimates are higher than the April 2018 forecast. The main reason is the upwards adjustment of about 2.5% of the expected Transit Payroll Tax collections. Some QEs might see larger gains than others due to relative gains in the QEs own payroll share. This forecast is updated annually with the state revenue forecast and includes the most current employment payroll data from the Oregon Employment Department.

Ninety (90) percent of the revenue will be distributed by formula to QEs, which are required to coordinate with Public Transportation Service Providers (PTSPs)² in their area of responsibility to develop a sub-allocation method and estimates as a starting point for local decision-making.

Estimate Assumptions

The forecast is conservative because the tax is new and we lack historical data to predict future revenues. The level of taxpayer compliance is also uncertain. ODOT will only distribute the revenue it receives, which may be more or less than this estimate, up to the QEs-approved STIF Plan funding limit.

The table on page 2 summarizes the estimated Formula Fund revenues available to each QE based on the date of distribution by fiscal year. The estimate for Fiscal Year 2019 (July 1, 2018-June 30, 2019) includes two quarters of revenue. Updated estimates for the Formula, Discretionary and Intercommunity Discretionary funds for FY 2019 (two quarters) through FY2021 are summarized in the table below.

Estimated Payroll Distribution	Q3, Q4 of FY 2019-FY 2021
Formula Fund	\$201.9 M
Discretionary Fund	\$11.2 M
Intercommunity Discretionary Fund	\$9.0 M

Distributions will occur quarterly, contingent on Oregon Transportation Commission approval of the QE's service improvement plan (STIF Plan).

Estimate Calculation Method

- Gross revenue is multiplied by projected tax payer compliance rate, assumed to begin at 75% and improve each quarter
- Department of Revenue collection and administration costs are deducted from the gross revenue
- The result is multiplied by 90% to determine the projected Formula Fund net total
- Note that the remaining 10% is dedicated to the Discretionary Fund (5%), Intercommunity Discretionary Fund (4%), and the Technical Resource Center (1%), which also funds ODOT administration of STIF Program
- The projected net total is multiplied by the QE payroll shares resulting in QE revenue estimates
- QE payroll shares are calculated using the most current annual payroll data from Oregon Employment Department, with adjustments to ensure each QE receives the minimum annual allocation of \$100,000

¹ Qualified Entities are defined in statute as a county in which no part of a Mass Transit District or Transportation District exists, a Mass Transit District, a Transportation District or an Indian Tribe.

² Public Transportation Service Provider means a QE or a city, county, Special District, Intergovernmental Entity or any other political subdivision or municipal or Public Corporation that provides public transportation services.

OREGON COAST BIKE ROUTE PLAN



Share your experience of the Oregon Coast Bike Route – how can it be more comfortable, safe, and accessible for you?

Every year more than 6,000 people ride the Oregon Coast Bike Route (OCBR). The route – designated in the early 1980s – attracts tourists from all over the world and is a treasured resource for many visitors and coastal residents. While ODOT does not currently have funding identified for improvements, the Oregon Department of Transportation's *Oregon Coast Bike Route Plan* will set the stage for future investments. The plan will identify needs and prioritize improvements to the route to increase safety, accessibility and enjoyment for residents, visitors and all users of the route. As the plan develops, we need your help and input in understanding where the issues and gaps are along the route.

The Oregon Coast Bike Route Plan will:

- Define the route – both where it follows U.S. 101 and where it follows other roadways
- Identify ways that ODOT and local jurisdictions can improve the route and support riders
- Identify high priority improvements and develop a plan for implementing those improvements

Why now?

It has been over a decade since the OCBR was evaluated and no comprehensive planning work has ever been completed. With the changes in bicycle and roadway standards, and the growth of bike tourism destinations and travel options both nationally and along U.S. 101, ODOT believes it's the right time to do this work.

WE NEED YOUR HELP!

Share your ideas about improving the OCBR by visiting the **Online Open House November 26 - January 31.**

www.OregonCoastBikeRoute.org

Sign up on the website to get updates on the project!



The Oregon Coast Bike Route covers 370 scenic miles primarily on Highway 101 from Astoria to Brookings, connecting state parks, coastal communities and panoramic viewpoints.



BOARD OF DIRECTORS – REGULAR MONTHLY MEETING
Tillamook County Transportation

Thursday, December 20, 2018 6:30p.m.

Robert J. Kenny Board Hearing Room 3600 Third St., Ste. A, Tillamook, Oregon

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Announcements & Changes to Agenda
5. Public & Guest Comments

GENERAL MANAGERS REPORT

6. Financial Report (Pgs. 1-23)
7. Service Performance Report (Pgs. 24-33)
8. Northwest Oregon Transit Alliance (Pgs. 34-40)
9. STIF
10. Planning & Development
11. Grant Funding
12. Facility/Property Management
13. Miscellaneous

CONSENT

14. Motion to Approve the Minutes of November 29, 2018 Regular Board Meeting (Pgs. 41-45)
15. Motion to Accept Financial Report: November 2018

ACTION ITEMS

16. Resolution 18-30 In the Matter of Authorizing the General Manager to create two (2) part-time driver positions for the Route 60X and Route 70X intercity and commuter routes (Pgs. 46-47)

DISCUSSION ITEMS

17. Staff Comments/Concerns
18. Board of Directors Comments/Concerns
19. Adjournment

Tillamook County Transportation District
 Normal Trial Balance - Unposted Transactions Included In Report
 From 11/30/2018 Through 11/30/2018

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account	205,412.06	
1006	Payroll Checking	22,472.92	
1009	NW RIDES ACCOUNT	12,945.77	
1011	Prop. Mgmt. Checking	145,954.09	
1020	LGIP - General Account	717,471.42	
1030	LGIP - Capital Reserve	648,882.77	
1040	Petty Cash	<u>200.00</u>	
Report Total		1,753,339.03	0.00
Report Difference		<u><u>1,753,339.03</u></u>	

Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
Resources						
NWR Startup	0.00	0.00	206,000.00	206,000.00	0.00	100.00%
NWR Revenue	274,081.90	0.00	1,097,303.87	3,060,000.00	(1,962,696.13)	35.85%
Miscellaneous Income	0.00	0.00	0.00	5,000.00	(5,000.00)	0.00%
Total Resources	<u>274,081.90</u>	<u>0.00</u>	<u>1,303,303.87</u>	<u>3,271,000.00</u>	<u>(1,967,696.13)</u>	<u>39.84%</u>
Expenses						
Personnel Services						
Payroll: Administration	19,157.19	0.00	75,205.89	379,425.00	304,219.11	19.82%
Payroll: Indirect	0.00	0.00	0.00	10,575.00	10,575.00	0.00%
Payroll Expense	10,217.03	0.00	26,678.06	30,000.00	3,321.94	88.92%
Total Personnel Services	<u>29,374.22</u>	<u>0.00</u>	<u>101,883.95</u>	<u>420,000.00</u>	<u>318,116.05</u>	<u>24.26%</u>
Materials and Services						
Professional Services	0.00	0.00	18,355.50	25,000.00	6,644.50	73.42%
Dues & Subscriptions	0.00	0.00	0.00	2,100.00	2,100.00	0.00%
Office Equipment R&R	225.22	0.00	750.66	2,400.00	1,649.34	31.27%
Computer R&M	0.00	0.00	0.00	14,700.00	14,700.00	0.00%
Fees & Licenses	0.00	0.00	0.00	10,320.00	10,320.00	0.00%
Insurance	0.00	0.00	0.00	2,400.00	2,400.00	0.00%
Office Expenses	50.00	0.00	8,190.93	15,000.00	6,809.07	54.60%
Operational Expenses	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
Telephone Expense	1,569.60	0.00	6,608.82	20,000.00	13,391.18	33.04%
Travel & Training	433.82	0.00	1,293.08	9,000.00	7,706.92	14.36%
Postage	0.00	0.00	300.00	5,000.00	4,700.00	6.00%
Purchased Transportation	352,468.30	0.00	896,667.11	2,375,880.00	1,479,212.89	37.74%

Monthly BOD Report w/YTD Budget & Variance

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Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
5266 Member Mileage Reimbursement	39,740.30	0.00	67,018.50	45,000.00	(22,018.50)	148.93%
5267 Volunteer Mileage Reimburse	39,360.27	0.00	102,336.86	80,000.00	(22,336.86)	127.92%
5281 Office Rent	400.00	0.00	1,200.00	4,800.00	3,600.00	25.00%
5300 Property Operating Expenses	81.91	0.00	218.83	900.00	681.17	24.31%
Total Materials and Services	434,329.42	0.00	1,102,940.29	2,615,000.00	1,512,059.71	42.18%
Capital Outlay						
Capital Purchases						
6020 Computer Upgrade	0.00	0.00	15,542.31	20,000.00	4,457.69	77.71%
6022 Ecolane Investment	0.00	0.00	206,000.00	206,000.00	0.00	100.00%
6030 Office Furnishings	0.00	0.00	9,032.35	10,000.00	967.65	90.32%
Total Capital Purchases	0.00	0.00	230,574.66	236,000.00	5,425.34	97.70%
Total Capital Outlay	0.00	0.00	230,574.66	236,000.00	5,425.34	97.70%
Total Expenses	463,703.64	0.00	1,435,398.90	3,271,000.00	1,835,601.10	43.88%

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Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

Resources	Current	Current	Current Year	Total Budget	Total Budget	41%
	Period Actual	Period Budget	Actual		Variance	
Working Capital	3500	0.00	0.00	1,432,835.00	(1,432,835.00)	0.00%
Fares	4000	23,759.01	139,229.80	265,000.00	(125,770.20)	52.53%
Contract Revenue	4020	44,832.91	332,406.66	887,000.00	(554,593.34)	37.47%
Property Tax	4100	666,489.67	669,576.74	900,000.00	(230,423.26)	74.39%
Past Years Property Tax	4110	4,493.57	8,348.96	40,000.00	(31,651.04)	20.87%
State Timber Revenue	4120	86,378.00	86,378.00	215,000.00	(128,622.00)	40.17%
Mass Transit State Payroll Tax	4130	0.00	19,679.21	85,000.00	(65,320.79)	23.15%
Statewide Transit Fund	4135	0.00	0.00	130,000.00	(130,000.00)	0.00%
Capital Grants	4210	0.00	58,867.67	706,412.00	(706,412.00)	0.00%
Grants - FTA 5311	4220	0.00	166,964.00	360,000.00	(193,036.00)	46.37%
NWOTA Partner Cont. Match	4225	0.00	24,000.00	48,000.00	(24,000.00)	50.00%
Grants - STF	4230	0.00	5,583.33	67,000.00	(33,500.00)	50.00%
Grants - 5311 (f)	4240	0.00	18,333.33	220,000.00	(155,625.00)	29.26%
Grants - 5310	4245	0.00	8,333.33	100,000.00	(88,899.00)	11.10%
Special Bus Operations	4300	0.00	382.24	1,000.00	(617.76)	38.22%
Miscellaneous Income	4400	300.00	300.00	1,000.00	(700.00)	30.00%
Sale of Assets - Income	4410	0.00	833.33	10,000.00	(9,000.00)	10.00%
Interest Income	4510	1,883.95	8,547.99	24,000.00	(15,452.01)	35.61%
Advertising Income	4520	0.00	83.33	1,000.00	(1,000.00)	0.00%
Lease Income	4900	1,900.00	9,100.00	18,000.00	(8,900.00)	50.55%
Lease Operational Exp Income	4910	616.47	2,608.69	6,500.00	(3,891.31)	40.13%
Transfer From General Fund	4911	0.00	13,000.00	22,000.00	(9,000.00)	59.09%
Transfer from Capital Reserve	4914	75,000.00	75,000.00	0.00	75,000.00	0.00%
Transfer from Veh. Purch. Res.	4915	0.00	0.00	20,835.00	(20,835.00)	0.00%

Monthly BOD Report w/YTD Budget & Variance

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Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
Transfer from STF Fund	4916	0.00	0.00	47,848.00	(47,848.00)	0.00%
Transfer from NWOTA	4917	0.00	3,000.00	3,000.00	0.00	100.00%
Total Resources	905,653.58	254,575.65	1,668,498.29	5,611,430.00	(3,942,931.71)	29.73%
Expenses						
Personnel Services						
Payroll: Administration	5010	22,075.61	27,587.50	331,050.00	205,508.49	37.92%
Payroll: Dispatch	5020	6,156.92	10,458.33	125,500.00	87,043.52	30.64%
Payroll: Drivers	5030	77,034.41	72,208.33	866,500.00	462,616.36	46.61%
Payroll: Maintenance	5040	4,121.96	5,416.67	65,000.00	45,167.19	30.51%
Payroll Expense	5050	41,365.03	50,833.33	610,000.00	405,707.88	33.49%
Workers Compensation Ins.	5055	0.00	1,875.00	22,500.00	4,730.81	78.97%
Total Personnel Services	150,753.93	168,379.16	809,775.75	2,020,550.00	1,210,774.25	40.08%
Materials and Services						
Miscellaneous Expense	5060	1,152.00	0.00	0.00	(1,260.15)	0.00%
Professional Services	5100	7,879.58	6,687.50	90,750.00	49,570.52	45.37%
Administrative Support	5101	0.00	2,083.33	25,000.00	19,517.77	21.92%
Website Maintenance	5102	0.00	416.67	5,000.00	500.00	90.00%
Planning	5103	0.00	1,666.67	20,000.00	13,637.50	31.81%
Dues & Subscriptions	5120	875.00	1,000.00	12,000.00	4,385.00	63.45%
Office Equipment R&R	5140	225.22	250.00	3,000.00	2,053.34	31.55%
Computer R&M	5145	3,293.00	2,916.67	37,500.00	22,974.64	38.73%
Fees & Licenses	5150	204.99	1,458.33	33,500.00	31,977.12	4.54%
Insurance	5160	0.00	7,541.67	90,500.00	91,281.00	(0.86)%
Office Expenses	5170	744.30	1,083.33	13,000.00	6,267.27	51.79%
Monthly BOD Report w/YTD Budget & Variance						

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Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
Board Expenses	5175 794.90	833.33	3,240.70	10,000.00	6,759.30	32.40%
Operational Expenses	5180 4,182.06	2,541.67	18,698.22	30,500.00	11,801.78	61.30%
Drug & Alcohol Administration	5185 200.00	125.00	815.00	1,500.00	685.00	54.33%
Marketing	5190 415.00	4,000.00	9,716.13	48,000.00	38,283.87	20.24%
Telephone Expense	5210 1,445.46	1,758.33	7,540.20	21,600.00	14,059.80	34.90%
Travel & Training	5220 1,870.02	2,875.00	15,260.83	34,500.00	19,239.17	44.23%
Vehicle Expense	5240 18,669.55	14,791.66	78,386.73	177,500.00	99,113.27	44.16%
Fuel Expenses	5245 21,805.76	21,666.66	121,484.06	260,000.00	138,515.94	46.72%
Volunteers	5250 0.00	125.00	0.00	1,500.00	1,500.00	0.00%
Postage	5260 100.00	125.00	500.00	1,500.00	1,000.00	33.33%
Mgmt/Labor Recreation Fund	5270 0.00	197.25	1,260.96	2,367.00	1,106.04	53.27%
Transit & Visitor Center Lease	5280 0.00	700.00	3,500.00	8,400.00	4,900.00	41.66%
Transit & Visitor Center Maint	5285 1,238.04	1,250.00	5,368.12	15,000.00	9,631.88	35.78%
General Operating Cont.	5290 0.00	2,916.67	0.00	35,000.00	35,000.00	0.00%
Property Operating Expenses	5300 1,383.92	2,083.33	5,985.35	25,000.00	19,014.65	23.94%
Flex Lease: Fees	5330 0.00	83.33	0.00	1,000.00	1,000.00	0.00%
Property Maint. & Repair	5340 1,954.00	833.33	8,415.82	10,000.00	1,584.18	84.15%
Operations Facility Maint.	5346 1,108.98	208.33	1,495.16	2,500.00	1,004.84	59.80%
Total Materials and Services	69,541.78	82,218.06	371,013.27	1,016,117.00	645,103.73	36.51%
Special Payments						
STF Payments to Recipients	5200 0.00	300.00	9,576.00	19,152.00	9,576.00	50.00%
Total Special Payments	0.00	300.00	9,576.00	19,152.00	9,576.00	50.00%
Transfers						
Transfer to LGIP 5931	9100 75,000.00	0.00	75,000.00	0.00	(75,000.00)	0.00%
Transfer to General Fund	9130 0.00	0.00	3,000.00	71,683.00	68,683.00	4.18%

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Monthly BOD Report w/YTD Budget & Variance

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Tillamook County Transportation District
Financial Statement

From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
9150 Transfer to Vehicle Reserve	0.00	0.00	1,000.00	10,000.00	9,000.00	10.00%
9160 Transfer to NWOTA Fund	0.00	0.00	12,000.00	12,000.00	0.00	100.00%
9175 Reserve for Future Expenditure	0.00	0.00	0.00	624,750.00	624,750.00	0.00%
9180 Unappropriated Ending Fund Bal	0.00	0.00	0.00	810,087.00	810,087.00	0.00%
Total Transfers	75,000.00	0.00	91,000.00	1,528,520.00	1,437,520.00	5.95%
Capital Outlay						
Debt Service						
5310 Flex Lease: Principal	0.00	3,750.00	0.00	45,000.00	45,000.00	0.00%
5320 Flex Lease: Interest	0.00	1,250.00	0.00	15,000.00	15,000.00	0.00%
5325 PUD Loan Expense	602.58	0.00	3,012.37	7,500.00	4,487.63	40.16%
5338 OTIB Debt Service	0.00	0.00	16,435.32	29,591.00	13,155.68	55.54%
Total Debt Service	602.58	5,000.00	19,447.69	97,091.00	77,643.31	20.03%
Capital Purchases						
5350 Building Repair & Renovation	0.00	3,250.00	573.50	39,000.00	38,426.50	1.47%
6000 Bus Replacement/Addition	0.00	69,583.33	0.00	835,000.00	835,000.00	0.00%
6020 Computer Upgrade	0.00	416.67	5,389.03	5,000.00	(389.03)	107.78%
6021 Fuel Cell Triangulation Point	0.00	500.00	0.00	6,000.00	6,000.00	0.00%
6040 Bus Stop Signage/Shelters	996.46	3,333.33	996.46	45,000.00	44,003.54	2.21%
Total Capital Purchases	996.46	77,083.33	6,958.99	930,000.00	923,041.01	0.75%
Total Capital Outlay	1,599.04	82,083.33	26,406.68	1,027,091.00	1,000,684.32	2.57%
Total Expenses	296,894.75	332,980.55	1,307,771.70	5,611,430.00	4,303,658.30	23.31%

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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
13956	11/7/2018	280.00	24/7 TRUCK AND AUTO SERVICE	BUS 304 SERVICE
13956	11/7/2018	174.00	24/7 TRUCK AND AUTO SERVICE	BUS 32 EXHAUST REPAIR
13957	11/7/2018	212.12	ALSCO - Portland Linen	MAT SERVICE
13958	11/7/2018	171.92	Batteries Northwest	BATTERIES 304
13959	11/7/2018	234.35	BRENT OLSON	mileage to OTA
13960	11/7/2018	5,095.50	Bullard Law, P.C.	LEGAL
13961	11/7/2018	720.00	Burden's Muffler & Towing	TOW 304
13962	11/7/2018	59.50	CAR CARE SPECIALISTS, INC.	VEHICLE EXPENSE
13963	11/7/2018	93.53	Carquest Auto Parts	CLEANING SUPPLIES
13964	11/7/2018	95.00	CATHY BOND	CDL
13965	11/7/2018	918.00	CHRISSY'S CLEANING SERVICE	OFFICE CLEANING AND BUS MAINTENANCE
13966	11/7/2018	700.00	City Of Tillamook	transit center lease
13967	11/7/2018	651.97	Coast Printing & Stationery	3 PART VOUCHERS
13968	11/7/2018	111.60	COUNTRY MEDIA	INV 338500 & 338501 ADVERTISI
13968	11/7/2018	14.40	COUNTRY MEDIA	ADVERTISING
13968	11/7/2018	63.00	COUNTRY MEDIA	MEETING NOTICE
13968	11/7/2018	111.60	COUNTRY MEDIA	MEETING NOTICES
13969	11/7/2018	170.00	Diamond Art Jewelers, INC	employee plaques
13970	11/7/2018	446.25	DSU PETERBILT & GMC INC	bus 27 power steering
13971	11/7/2018	65.00	CENTURYLINK	TELEPHONE
13972	11/7/2018	61.06	FleetPride, Inc.	WIRING SUPPLIES
13973	11/7/2018	759.45	Fred Meyer Customer Charges	CARD CHARGES
13974	11/7/2018	45.78	KATHLEEN SCHWABE	MILEAGE
13975	11/7/2018	3,235.14	LES SCHWAB WAREHOUSE CENTER	TIRES
13976	11/7/2018	1,100.59	Marie Mills Center, Inc	JANITORIAL TRANSIT CENTER
13977	11/7/2018	458.63	McCOY FREIGHTLINER	BUS 304 FUEL SYSTEM DAMAGE
13978	11/7/2018	100.00	North Coast Lawn	lawn maintenance
13979	11/7/2018	63.17	DAVISON AUTO PARTS, INC.	VEHICLE EXPENSE
13980	11/7/2018	343.84	NORTHSIDE FORD	BUS 32 EXHAUST REPAIR
13981	11/7/2018	273.21	Office Depot Credit Plan	TCTD LOGO PENS
13981	11/7/2018	74.42	Office Depot Credit Plan	files - helen
13981	11/7/2018	9.99	Office Depot Credit Plan	operator recognition certificate
13981	11/7/2018	261.47	Office Depot Credit Plan	toner - tabatha
13981	11/7/2018	26.60	Office Depot Credit Plan	folders - helen
13981	11/7/2018	8.30	Office Depot Credit Plan	copy protectors - helen
13981	11/7/2018	2.61	Office Depot Credit Plan	index dividers - helen
13981	11/7/2018	148.84	Office Depot Credit Plan	FILES - HELEN
13981	11/7/2018	11.89	Office Depot Credit Plan	OFFICE SUPPLIES GENERAL
13981	11/7/2018	11.16	Office Depot Credit Plan	CORD COVER - HELEN
13981	11/7/2018	141.85	Office Depot Credit Plan	BATTERIES AND CALENDARS
13981	11/7/2018	52.20	Office Depot Credit Plan	OFFICE SUPPLIES - HELEN
13981	11/7/2018	85.96	Office Depot Credit Plan	OFFICE SUPPLIES
13982	11/7/2018	1,496.54	PETROCARD INC.	FUEL
13983	11/7/2018	73.02	Rosenberg Builders Supply	shop supplies
13984	11/7/2018	22,777.40	Sheldon Oil Distributors	FUEL
13985	11/7/2018	112.94	TILLAMOOK FARMERS COOP	SHOP SUPPLIES
13985	11/7/2018	(112.94)	TILLAMOOK FARMERS COOP	SHOP SUPPLIES
13986	11/7/2018	1,498.92	Tillamook Motor Co.	202 TUNE UP
13986	11/7/2018	52.65	Tillamook Motor Co.	VAN 106 PM SERVICE
13987	11/7/2018	186.00	TILLAMOOK COUNTY SHOPPER, LLC	ADVERTISING
13987	11/7/2018	138.00	TILLAMOOK COUNTY SHOPPER, LLC	ADVERTISING
13988	11/7/2018	2,290.38	CARDMEMBER SERVICE	CARD CHARGES
13989	11/7/2018	49.95	VANIR BROADBAND, INC.	INTERNET
13990	11/7/2018	274.56	VERIZON	TABLET DATA
13991	11/16/2018	200.00	BIO-MED TESTING SERVICE, INC.	pre employment drug screens
13992	11/16/2018	95.00	BRENT OLSON	cdl physical

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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
13993	11/16/2018	166.83	Bullard Law, P.C.	legal
13994	11/16/2018	79.46	CLAYTON NORRBOM	training/meals
13995	11/16/2018	63.08	CRYSTAL AND SIERRA SPRINGS	water
13996	11/16/2018	50.03	Dish	DISH
13997	11/16/2018	3,000.00	GenXsys Solutions, LLC	DECEMBER SUPPORT
13997	11/16/2018	293.00	GenXsys Solutions, LLC	COMPUTER SUPPORT/LICENSE
13998	11/16/2018	45.78	KATHLEEN SCHWABE	MILEAGE
13999	11/16/2018	275.00	KDEP-FM/KTIL-FM/KTIL-AM	ADVERTISING
14000	11/16/2018	45.78	MARK STRICKER	MILEAGE
14000	11/16/2018	45.78	MARK STRICKER	MILEAGE
14000	11/16/2018	45.78	MARK STRICKER	MILEAGE
14001	11/16/2018	32.00	NEW AGE CAR WASH	VAN WASHES
14002	11/16/2018	132.50	OR DEPT OF MOTOR VEHICLES	DRIVER RECORDS
14003	11/16/2018	163.77	Pacific Office Automation	office copies
14003	11/16/2018	132.07	Pacific Office Automation	office copies
14003	11/16/2018	276.86	Pacific Office Automation	office copies
14004	11/16/2018	225.22	Pacific Office Automation	copier lease
14005	11/16/2018	71.94	TABATHA WELCH	mileage to garibaldi for check signi
14006	11/16/2018	225.00	WARRENTON HIGH SCHOOL	christmas party flowers
14007	11/29/2018	465.00	ATLANTIS AUTO GLASS, INC.	WINDSHIELD
14008	11/29/2018	19.20	Batteries Northwest	BATTERIES
14009	11/29/2018	6,118.75	BOLDT, CARLISLE & SMITH LLC	AUDIT
14010	11/29/2018	1,478.03	Carquest Auto Parts	VEHICLE EXPENSE
14011	11/29/2018	2,160.00	CHRISSEY'S CLEANING SERVICE	BUS CLEANING AND JANITORIAL
14012	11/29/2018	700.00	City Of Tillamook	TRANSIT CENTER LEASE
14013	11/29/2018	850.00	CoastCom, Inc.	telephone
14014	11/29/2018	232.50	COUNTRY MEDIA	MEETING NOTICE
14014	11/29/2018	70.00	COUNTRY MEDIA	MEETING NOTICE
14014	11/29/2018	70.00	COUNTRY MEDIA	MEETING NOTICE
14014	11/29/2018	74.40	COUNTRY MEDIA	MEETING NOTICE
14015	11/29/2018	631.30	Fred Meyer Customer Charges	card charges
14016	11/29/2018	2,522.99	Gillespie Graphics	connector maps
14016	11/29/2018	382.27	Gillespie Graphics	van 102
14017	11/29/2018	1,218.00	INNOVA LEGAL ADVISORS	legal
14017	11/29/2018	(1,218.00)	INNOVA LEGAL ADVISORS	legal
14018	11/29/2018	45.78	KATHLEEN SCHWABE	mileage
14019	11/29/2018	600.00	LION CREST SOFTWARE SERVICES	computer support
14020	11/29/2018	45.78	MARK STRICKER	MILEAGE
14020	11/29/2018	45.78	MARK STRICKER	MILEAGE
14021	11/29/2018	15.40	Office Depot Credit Plan	TAPE
14021	11/29/2018	22.02	Office Depot Credit Plan	TABLET WIPES
14021	11/29/2018	8.80	Office Depot Credit Plan	OFFICE SUPPLIES
14021	11/29/2018	8.31	Office Depot Credit Plan	OFFICE SUPPLIES
14021	11/29/2018	294.12	Office Depot Credit Plan	FAX/PHONE FOR SALEM OFFICE
14021	11/29/2018	74.66	Office Depot Credit Plan	COPIER TONER
14022	11/29/2018	68.00	Oregon State Police	BACKGROUND CHECKS
14023	11/29/2018	1,179.26	PETROCARD INC.	fuel
14024	11/29/2018	115.54	ROGER SAUCEDO	MILEAGE
14025	11/29/2018	80.10	TILLAMOOK DIESEL REPAIR	bus 304
14025	11/29/2018	49.65	TILLAMOOK DIESEL REPAIR	bus repair
14025	11/29/2018	(80.10)	TILLAMOOK DIESEL REPAIR	bus 304
14025	11/29/2018	(49.65)	TILLAMOOK DIESEL REPAIR	bus repair
14026	11/29/2018	43.70	Tillamook PUD	LARGE BUS BARN
14026	11/29/2018	30.78	Tillamook PUD	SMALL BUS BARN
14027	11/29/2018	95.00	TONY MARTINEZ	cdl
14028	11/29/2018	46.33	TYLER MARSHALL	MILEAGE

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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account

From 11/1/2018 Through 11/30/2018

<u>Document Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
Report Total		70,679.90		

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Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Payee
110918-01	11/9/2018	DANIELL F. AMAYA
110918-02	11/9/2018	SYLVIE G. BALLANCE
110918-03	11/9/2018	LAURA M. BEELER
110918-04	11/9/2018	JEREMY J. BELLANTE
110918-05	11/9/2018	JOHN P. CLINE
110918-06	11/9/2018	CLIFFORD R. DERRICK
110918-07	11/9/2018	RICHARD A. DIETZ
110918-08	11/9/2018	KARRI L. HOOKER
110918-09	11/9/2018	TOMMIE L. HUFFMAN
110918-10	11/9/2018	ROBERT R. KENNEY
110918-11	11/9/2018	MICHAEL J. LOWENSTEIN
110918-12	11/9/2018	JOHN C. MAGNANO
110918-13	11/9/2018	TYLER J. MARSHALL
110918-14	11/9/2018	HELEN I. MERCADO-ROMERO
110918-15	11/9/2018	CHRISTOPHER A. MOTLEY
110918-16	11/9/2018	ALLAN G. NEWCOMB
110918-17	11/9/2018	CLAYTON T. NORRBOM
110918-18	11/9/2018	PAUL J. NORTON
110918-19	11/9/2018	BRENT K. OLSON
110918-20	11/9/2018	JAMES M. PALMER
110918-21	11/9/2018	GARY R. PETERSON
110918-22	11/9/2018	DOUGLAS W. PILANT
110918-23	11/9/2018	RONALD G. PIMENTEL
110918-24	11/9/2018	LAWRENCE A. QUINTAL SR.
110918-25	11/9/2018	VERNON L. RESSLER
110918-26	11/9/2018	STEPHANIE A. RODRIGUEZ
110918-27	11/9/2018	ROBERT W. RYAN
110918-28	11/9/2018	ERIN L. RYAN
110918-29	11/9/2018	STEVE H. SCHWABE
110918-30	11/9/2018	KATHLEEN E. SCHWABE
110918-31	11/9/2018	ROBERT E. SOUTHWICK
110918-32	11/9/2018	MARK A. STRICKER
110918-33	11/9/2018	MICHAEL P. THOMPSON
110918-34	11/9/2018	TABATHA R. WELCH
110918-35	11/9/2018	DAVID T. WHEELER
110918-36	11/9/2018	CLYDE C. ZELLER
112318-01	11/23/2018	DANIELL F. AMAYA
112318-02	11/23/2018	SYLVIE G. BALLANCE
112318-03	11/23/2018	LAURA M. BEELER
112318-04	11/23/2018	JEREMY J. BELLANTE
112318-05	11/23/2018	JOHN P. CLINE
112318-06	11/23/2018	CLIFFORD R. DERRICK
112318-07	11/23/2018	RICHARD A. DIETZ
112318-08	11/23/2018	STEPHANIE R. FOX
112318-09	11/23/2018	KARRI L. HOOKER
112318-10	11/23/2018	TOMMIE L. HUFFMAN
112318-11	11/23/2018	JAMES N. JETT
112318-12	11/23/2018	ROBERT R. KENNEY
112318-13	11/23/2018	MICHAEL J. LOWENSTEIN
112318-14	11/23/2018	JOHN C. MAGNANO
112318-15	11/23/2018	TYLER J. MARSHALL
112318-16	11/23/2018	CHRISTOPHER A. MOTLEY
112318-17	11/23/2018	CLAYTON T. NORRBOM
112318-18	11/23/2018	PAUL J. NORTON
112318-19	11/23/2018	BRENT K. OLSON
112318-20	11/23/2018	JAMES M. PALMER
112318-21	11/23/2018	GARY R. PETERSON

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Payee
112318-22	11/23/2018	DOUGLAS W. PILANT
112318-23	11/23/2018	RONALD G. PIMENTEL
112318-24	11/23/2018	LAWRENCE A. QUINTAL SR.
112318-25	11/23/2018	VERNON L. RESSLER
112318-26	11/23/2018	STEPHANIE A. RODRIGUEZ
112318-27	11/23/2018	GWENDOLYN J. RUSSELL
112318-28	11/23/2018	ERIN L. RYAN
112318-29	11/23/2018	ROBERT W. RYAN
112318-30	11/23/2018	ROGER SAUCEDO
112318-31	11/23/2018	STEVE H. SCHWABE
112318-32	11/23/2018	KATHLEEN E. SCHWABE
112318-33	11/23/2018	ROBERT E. SOUTHWICK
112318-34	11/23/2018	MARK A. STRICKER
112318-35	11/23/2018	MICHAEL P. THOMPSON
112318-36	11/23/2018	TABATHA R. WELCH
112318-37	11/23/2018	DAVID T. WHEELER
112318-38	11/23/2018	CLYDE C. ZELLER
5372	11/6/2018	MICHAEL J. MEREDITH SR
5373	11/9/2018	DONALD M. ANDERSON
5374	11/9/2018	ALFRED BARRAGAN
5375	11/9/2018	JERRY D. BOND
5376	11/9/2018	CATHRYN L. BOND
5377	11/9/2018	JAMES P. BROWN
5378	11/9/2018	JULIENE J. HOOTER
5379	11/9/2018	ALAN A. KERN
5380	11/9/2018	TONY E. MARTINEZ
5381	11/9/2018	PEGGY PETERSON
5382	11/9/2018	ERIK C. PETERSON
5383	11/9/2018	RICK A. ROGERS
5384	11/9/2018	LEONARD W. STITT
5385	11/9/2018	STEPHANIE R. FOX
5386	11/9/2018	ROGER SAUCEDO
5388	11/8/2018	SPECIAL DISTRICTS INS. SERVICE
5389	11/8/2018	SPECIAL DISTRICTS INS. SERVICE
5390	11/8/2018	PACIFIC SOURCE
5391	11/14/2018	HELEN I. MERCADO-ROMERO
5392	11/15/2018	UNITED FINANCE
5393	11/15/2018	HRA VEBA TRUST
5394	11/23/2018	DONALD M. ANDERSON
5395	11/23/2018	ALFRED BARRAGAN
5396	11/23/2018	JERRY D. BOND
5397	11/23/2018	CATHRYN L. BOND
5398	11/23/2018	JAMES P. BROWN
5399	11/23/2018	TONY E. MARTINEZ
5400	11/23/2018	PEGGY PETERSON
5401	11/23/2018	ERIK C. PETERSON
5402	11/23/2018	RICK A. ROGERS
5403	11/23/2018	LEONARD W. STITT
5404	11/23/2018	JULIENE J. HOOTER
5405	11/23/2018	ALAN A. KERN
5406	11/23/2018	ALLAN G. NEWCOMB
5407	11/27/2018	ATU LOCAL #757
5408	11/27/2018	REGENCE BLUECROSS BLUESHIELD

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Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 11/1/2018 Through 11/30/2018

<u>Document Number</u>	<u>Document Date</u>	<u>Payee</u>
5408	11/27/2018	REGENCE BLUECROSS BLUESHIELD
5408	11/27/2018	REGENCE BLUECROSS BLUESHIELD
5408	11/27/2018	REGENCE BLUECROSS BLUESHIELD
5409	11/27/2018	UNITED FINANCE

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1400	11/7/2018	98.10	BRENT OLSON	BROKERAGE PROVIDER TRAINING
1401	11/7/2018	148.10	CENTURYLINK	TELEPHONE
1402	11/7/2018	12.79	Fred Meyer Customer Charges	CARD CHARGES
1403	11/7/2018	71.61	Office Depot Credit Plan	supplies - nwr
1404	11/7/2018	269.93	CARDMEMBER SERVICE	CARD CHARGES
1405	11/8/2018	2,235.20	AAA RIDE ASSIST	Provider Reimbursement
1406	11/8/2018	19.00	ALAN RUSTAND	nwr reimbursements
1407	11/8/2018	106.50	ALEXIS AGHILI	nwr reimbursements
1408	11/8/2018	15.00	AMANDA MASHBURN	nwr reimbursements
1409	11/8/2018	702.00	AMBERLY CAMPBELL	nwr reimbursements
1410	11/8/2018	33.50	AMY DEAN	nwr reimbursements
1411	11/8/2018	31.50	AMY SCHROEDER	nwr reimbursements
1412	11/8/2018	783.00	ANDREW ERICKSON	nwr reimbursements
1413	11/8/2018	40.00	ANGEL FINLEY	nwr reimbursements
1414	11/8/2018	60.00	ANNA FINEL	nwr reimbursements
1415	11/8/2018	44.00	APRIL FEREBEE	nwr reimbursements
1416	11/8/2018	207.00	ASHLEY TAYLOR	nwr reimbursements
1417	11/8/2018	29.50	BERTHA CRIVELLA	nwr reimbursements
1418	11/8/2018	58.25	BRENDA BANISTER	nwr reimbursements
1419	11/8/2018	484.00	CANDICE WHITE	nwr reimbursements
1420	11/8/2018	55.50	CASSANDRA ROMAN	nwr reimbursements
1421	11/8/2018	69.00	CHARLES WESTERLUND	nwr reimbursements
1422	11/8/2018	38.00	CHESNEY MAHLBERG	nwr reimbursements
1423	11/8/2018	56.00	CHRISTIAN REED	nwr reimbursements
1424	11/8/2018	21.00	CHRISTINA BARTEL	nwr reimbursements
1425	11/8/2018	19.00	CODY DUDLEY	nwr reimbursements
1426	11/8/2018	225.00	COLIN NELLIGAN	nwr reimbursements
1427	11/8/2018	39.50	CORRINA KINKADE	nwr reimbursements
1428	11/8/2018	30.50	CRISTIAN ARELLANO DELGADO	nwr reimbursements
1429	11/8/2018	32.00	DALE MILLER	nwr reimbursements
1430	11/8/2018	19.50	DAN SMITH	nwr reimbursements
1431	11/8/2018	74.00	DARON PATTON	nwr reimbursements
1432	11/8/2018	234.00	DAVID BRIEN	nwr reimbursements
1433	11/8/2018	16.00	DERIK RASMUSSEN	nwr reimbursements
1434	11/8/2018	68.00	DOUGLAS DENOBLE	nwr reimbursements
1435	11/8/2018	16.50	DUWAYNE TRULSON	nwr reimbursements
1436	11/8/2018	90.00	ELLEN GANN	nwr reimbursements
1437	11/8/2018	35.00	EVERETTE HEDRICKS	nwr reimbursements
1438	11/8/2018	33.50	FRED LOOMIS	nwr reimbursements
1439	11/8/2018	23.50	GAYLE HURULA	nwr reimbursements
1440	11/8/2018	69.50	GAYLE KIRKPATRICK	nwr reimbursements
1441	11/8/2018	97.50	HANNAH HERNANDEZ	nwr reimbursements
1442	11/8/2018	93.00	IAN OLSON	nwr reimbursements
1443	11/8/2018	38.50	JAMIE BOE	nwr reimbursements
1444	11/8/2018	12.50	JANICE LARKIN	nwr reimbursements
1445	11/8/2018	18.00	JEFFREY HEINZMAN	nwr reimbursements
1446	11/8/2018	445.50	JESSICA WOLF	nwr reimbursements
1447	11/8/2018	115.50	JOEY BANTA	nwr reimbursements
1448	11/8/2018	71.00	JOHNATHON DOTTER	nwr reimbursements
1449	11/8/2018	36.00	JONATHAN ANDERSON	nwr reimbursements
1450	11/8/2018	115.50	JOSHUA FISHER	nwr reimbursements
1451	11/8/2018	192.50	JULIANNE DEMARCO	nwr reimbursements
1452	11/8/2018	252.00	JULIE CHAPMAN	nwr reimbursements
1453	11/8/2018	16.50	JULIE CRAWFORD	nwr reimbursements
1454	11/8/2018	88.25	KAREN RATHS	nwr reimbursements
1455	11/8/2018	33.00	KATHLYN HEDRICKS	nwr reimbursements
1456	11/8/2018	156.00	KENDALL PRICE	nwr reimbursements

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1457	11/8/2018	34.00	KEVIN VANBOECKEL	nwr reimbursements
1458	11/8/2018	82.50	KIMBERLY BAUMGARTNER	nwr reimbursements
1459	11/8/2018	595.00	KIMBERLY POLLARD	nwr reimbursements
1460	11/8/2018	153.00	KIMBERLY RIVERA	nwr reimbursements
1461	11/8/2018	44.50	LAURA FLORES	nwr reimbursements
1462	11/8/2018	10.75	LAURA RUMMELL	nwr reimbursements
1463	11/8/2018	36.50	LAURIE MYERS	nwr reimbursements
1464	11/8/2018	15.00	LEA LEVERICH	nwr reimbursements
1465	11/8/2018	75.00	LEAH WHEELER	nwr reimbursements
1466	11/8/2018	139.50	LEO WALDRON	nwr reimbursements
1467	11/8/2018	68.00	LINDA MILLS	nwr reimbursements
1468	11/8/2018	94.50	LISA BEAULIEU DALY	nwr reimbursements
1469	11/8/2018	27.00	MANUELA TUCKER	nwr reimbursements
1470	11/8/2018	27.50	MARLENE CARROLL	nwr reimbursements
1471	11/8/2018	16.50	MARY CAIN	nwr reimbursements
1472	11/8/2018	301.25	MATTHEW KLEEN	nwr reimbursements
1473	11/8/2018	110.00	MICHELLE FRANKLIN	nwr reimbursements
1474	11/8/2018	12.50	MIRIAH KIRCHHOFF	nwr reimbursements
1475	11/8/2018	34.00	MONTE DERRICK	nwr reimbursements
1476	11/8/2018	35.00	NINA COLEMAN	nwr reimbursements
1477	11/8/2018	71.00	PAMELA BIDWELL	nwr reimbursements
1478	11/8/2018	21.00	PATRICIA TEWS	nwr reimbursements
1479	11/8/2018	60.00	PATRICK CHiodo	nwr reimbursements
1480	11/8/2018	35.50	PAVEL BARBURA	nwr reimbursements
1481	11/8/2018	118.50	RACHEL PARKER	nwr reimbursements
1482	11/8/2018	40.50	RACHELLE JARVI	nwr reimbursements
1483	11/8/2018	74.00	RAEANNE BROWN	nwr reimbursements
1484	11/8/2018	37.00	REBECCA FITZGERALD	nwr reimbursements
1485	11/8/2018	16.00	REBECCA LAWSON	nwr reimbursements
1486	11/8/2018	50.00	RENEE SWARTZ	nwr reimbursements
1487	11/8/2018	37.00	RICHARD CLEGHORN	nwr reimbursements
1488	11/8/2018	37.00	RICHARD COLBY	nwr reimbursements
1489	11/8/2018	43.00	RICHARD HINTON	nwr reimbursements
1490	11/8/2018	36.50	RICK KASSEBAUM	nwr reimbursements
1491	11/8/2018	17.00	ROBERT BURCH	nwr reimbursements
1492	11/8/2018	56.00	ROSE SHORTRIDGE	nwr reimbursements
1493	11/8/2018	7,408.99	RYANS TRANSPORTATION SERVICE	Provider Reimbursements
1494	11/8/2018	34.00	SALLY BRUGGEMAN	nwr reimbursements
1495	11/8/2018	538.80	SHARI DOWELL	nwr reimbursements
1496	11/8/2018	12.00	SHARON SPRINKLE	nwr reimbursements
1497	11/8/2018	40.00	STACEY BERGLUND	nwr reimbursements
1498	11/8/2018	16.00	STACEY HUMPHRIES	nwr reimbursements
1513	11/8/2018	38.50	STEVEN FARNES	nwr reimbursements
1514	11/8/2018	41.00	SUSAN MABIE	nwr reimbursements
1515	11/8/2018	71.00	SUSAN PARK	nwr reimbursements
1516	11/8/2018	40.00	TAMMY WILSON	nwr reimbursements
1517	11/8/2018	37.00	TERESA BUSSARD	nwr reimbursements
1518	11/8/2018	27.00	TERRA BUCHANAN	nwr reimbursements
1519	11/8/2018	478.50	THEODORE WRIGHT	nwr reimbursements
1520	11/8/2018	39.00	THERESA FLEMING	nwr reimbursements
1521	11/8/2018	19.75	TONYA HAMMOND	nwr reimbursements
1521	11/8/2018	13.50	TONYA HAMMOND	nwr reimbursements
1522	11/8/2018	14.50	VALERIE POTTER	nwr reimbursements
1523	11/8/2018	17,581.10	WAPATO SHORES	PROVIDER REIMBURSEMENTS
1524	11/8/2018	1,891.00	WILLAMETTE VALLEY TRANSPORT	provider transportation
1525	11/8/2018	38.00	YESSENIA BARAJAS	nwr reimbursements
1526	11/14/2018	1,108.79	ALFREDO EVANGELISTA	NWR VOLUNTEER

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1527	11/14/2018	1,410.19	ALICE CONLEY	NWR VOLUNTEER
1528	11/14/2018	397.54	BRENDA PARKER	NWR VOLUNTEER
1529	11/14/2018	1,068.67	JOHN REKART JR	NWR VOLUNTEER
1530	11/14/2018	698.26	JOY WINKELHAKE	NWR VOLUNTEER
1531	11/14/2018	1,907.24	KANDIS LIDAY	NWR VOLUNTEER
1532	11/14/2018	856.63	MARGORIE ESTERLY	NWR VOLUNTEER
1533	11/14/2018	1,809.06	SEAN REKART	NWR VOLUNTEER
1534	11/14/2018	1,503.73	VAL HOLYOAK	NWR VOLUNTEER
1535	11/15/2018	2,929.36	TILLAMOOK CNTY TRANS. DIST.	NWR PAYROLL 110918
1536	11/16/2018	71.40	BRENT OLSON	mileage to train providers NWR
1537	11/16/2018	1,610.00	BRYAN P. FITZSIMMONS, CPA	support for Tabatha supplemental budget NWR
1538	11/16/2018	50.00	CRYSTAL AND SIERRA SPRINGS	water
1539	11/16/2018	225.22	Pacific Office Automation	copier lease nwr
1540	11/16/2018	33,016.50	TILLAMOOK CNTY TRANS. DIST.	nwr provider mileage
1540	11/16/2018	481.91	TILLAMOOK CNTY TRANS. DIST.	RENT AND UTILITIES
1540	11/16/2018	30.00	TILLAMOOK CNTY TRANS. DIST.	nwr voucher
1541	11/21/2018	3,113.13	HOT SHOT TRANSPORTATION	nwr provider trans
1542	11/21/2018	29,208.81	K & M MEDIVAN	nwr provider trans
1543	11/21/2018	13,562.50	MTN RETREAT SECURE TRANSPORT	nwr provider trans
1543	11/21/2018	3,593.75	MTN RETREAT SECURE TRANSPORT	nwr provider trans
1544	11/21/2018	20,447.20	RYANS TRANSPORTATION SERVICE	nwr provider trans
1545	11/21/2018	1,088.00	SUNSET EMPIRE TRANSIT	nwr provider trans
1545	11/21/2018	939.00	SUNSET EMPIRE TRANSIT	nwr provider trans
1545	11/21/2018	394.00	SUNSET EMPIRE TRANSIT	nwr provider trans
1545	11/21/2018	1,055.00	SUNSET EMPIRE TRANSIT	nwr provider trans
1545	11/21/2018	500.00	SUNSET EMPIRE TRANSIT	nwr provider trans
1546	11/21/2018	13,286.00	TILLAMOOK CNTY TRANS. DIST.	nwr provider trans
1547	11/21/2018	14,177.70	WAPATO SHORES	nwr provider trans
1547	11/21/2018	17,606.90	WAPATO SHORES	nwr provider trans
1547	11/21/2018	15,421.80	WAPATO SHORES	nwr provider trans
1548	11/21/2018	11,800.91	TILLAMOOK CNTY TRANS. DIST.	nwr 112318 payroll
1549	11/27/2018	1,916.03	ALFREDO EVANGELISTA	VOLUNTEER MILEAGE
1550	11/27/2018	1,253.66	ALICE CONLEY	VOLUNTEER MILEAGE
1551	11/27/2018	364.78	JANNA SMITH	VOLUNTEER MILEAGE
1552	11/27/2018	1,617.38	JENNY BALLWEBER	VOLUNTEER MILEAGE
1553	11/27/2018	1,820.24	JOHN REKART JR	VOLUNTEER MILEAGE
1554	11/27/2018	1,101.53	JOY WINKELHAKE	VOLUNTEER MILEAGE
1555	11/27/2018	2,686.53	KANDIS LIDAY	VOLUNTEER MILEAGE
1556	11/27/2018	848.00	LEANN CHUINARD	VOLUNTEER MILEAGE
1557	11/27/2018	1,797.83	LORI GRECO	VOLUNTEER MILEAGE
1558	11/27/2018	527.87	MARJORIE ESTERLY	VOLUNTEER MILEAGE
1559	11/27/2018	3,905.68	ROXANNE ANDERSON	VOLUNTEER MILEAGE
1560	11/27/2018	2,863.38	SEAN REKART	VOLUNTEER MILEAGE
1561	11/27/2018	422.39	STEVE BALLWEBER	VOLUNTEER MILEAGE
1562	11/27/2018	1,360.73	VAL HOLYOAK	VOLUNTEER MILEAGE
1563	11/27/2018	2,114.13	WILLIAM NERENBERG	VOLUNTEER MILEAGE
1564	11/27/2018	4,400.36	AAA RIDE ASSIST	10/01-10/13/2018
1565	11/27/2018	5,438.04	K & M MEDIVAN	11/19-11/21/2018
1566	11/27/2018	1,349.00	SUNSET EMPIRE TRANSIT	11/12-11/16/2018
1567	11/28/2018	1,362.00	AMBERLY CAMPBELL	nwr member mileage
1568	11/28/2018	19.00	BARBI BARDWELL	NWR
1569	11/28/2018	17.25	BRENDA BANISTER	nwr member mileage
1570	11/28/2018	21.00	CHRISTINA BARTEL	nwr member mileage
1571	11/28/2018	58.00	CHRISTINA SMITH	nwr member mileage
1572	11/28/2018	351.00	DAVID BRIEN	nwr member mileage
1573	11/28/2018	38.50	JAMIE BOE	nwr member mileage

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1574	11/28/2018	73.50	JEFFREY HEINZMAN	nwr member mileage
1575	11/28/2018	297.00	JESSICA WOLF	nwr member mileage
1576	11/28/2018	123.00	JOHNATHON DOTTER	nwr member mileage
1577	11/28/2018	33.00	KATHLYN HEDRICKS	nwr member mileage
1578	11/28/2018	83.00	KIMBERLY BAUMGARTNER	nwr member mileage
1579	11/28/2018	1,176.00	KIMBERLY POLLARD	nwr member mileage
1579	11/28/2018	(1,176.00)	KIMBERLY POLLARD	nwr member mileage
1580	11/28/2018	74.50	LISA BEAULIEU DALY	nwr member mileage
1581	11/28/2018	6,149.40	MEDIX AMBULANCE	NWR
1582	11/28/2018	117.50	PAVEL BARBURA	nwr member mileage
1583	11/28/2018	76.00	TRACIE BAILEY	nwr member mileage
1584	11/28/2018	5,259.60	MEDIX AMBULANCE	nwr
1584	11/28/2018	5,302.00	MEDIX AMBULANCE	nwr
1588	11/29/2018	233.26	BRENT OLSON	VEHICLE INSPECTIONS/NWR
1588	11/29/2018	92.65	BRENT OLSON	VEHICLE INSPECTIONS/NWR
1589	11/29/2018	1,569.60	CoastCom, Inc.	telephone
1590	11/29/2018	7,158.00	MEDIX AMBULANCE	medix nwr
1590	11/29/2018	4,285.60	MEDIX AMBULANCE	medix nwr
1590	11/29/2018	4,822.00	MEDIX AMBULANCE	medix nwr
1590	11/29/2018	5,683.00	MEDIX AMBULANCE	medix nwr
Report Total		313,992.99		

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Tillamook County Transportation District

Check/Voucher Register

1011 - Prop. Mgmt. Checking

From 11/1/2018 Through 11/30/2018

<u>Document Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
4152	11/7/2018	990.00	CHRISSEY'S CLEANING SERVICE	OFFICE CLEANING AND BUS MAINTENANCE
4153	11/7/2018	239.78	City Of Tillamook	WATER & SEWER
4154	11/7/2018	413.04	Marie Mills Center, Inc	JANITORIAL
4155	11/7/2018	388.00	North Coast Lawn	lawn maintenance
4156	11/7/2018	158.75	CITY SANITARY SERVICE	GARBAGE
4157	11/29/2018	120.00	CHRISSEY'S CLEANING SERVICE	BUS CLEANING AND JANITORIAL
4158	11/29/2018	<u>1,690.94</u>	Tillamook PUD	OFFICE AND LOAN
Report Total		<u>4,000.51</u>		

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UMPQUA BANK: CLOSING DATE 11/25/2018			
Date	Vendor	Description of Transaction	Amount
DOUG PILANT			
10/25/2018	FRED MEYER	KITCHEN SUPPLIES	\$ 91.64
10/29/2018	MC MIETH TICKET PUNCH	DRIVER TICKET PUNCH	\$ 218.43
11/5/2018	FLORAL EXPRESSIONS	FLOWERS PAUL NORTON	\$ 50.00
11/7/2018	INTERSTATE PRODUCTS	BUS STOP/12TH & EVERGREEN	\$ 996.46
11/9/2018	GARIBALDI PORTSIDE	MEETING/MEALS DOUG AND JUDY	\$ 34.80
11/16/2018	USPS	POSTAGE	\$ 100.00
			\$ 1,491.33
CATHY BOND			
10/26/18	FIELDPRINT	BACKGROUND CHECKS	\$ 12.50
10/29/18	FIELDPRINT	BACKGROUND CHECKS	\$ 12.50
11/01/18	IRON MOUNTAIN	SHREDDING	\$ 65.68
11/07/18	ADOBE	SOFTWARE	\$ 24.99
11/185	FIELDPRINT	BACKGROUND CHECKS	\$ 12.50
11/16/18	FIELDPRINT	BACKGROUND CHECKS	\$ 12.50
11/23/18	PIZZA HUT	STAFF MEALS	\$ 61.97
			\$ 202.64
BRENT OLSON			
10/24/18	MTCPRO	SOFTWARE	\$ 98.00
10/25/18	PANDA EXPRESS	MEAL - NWR SITE VISIT	\$ 7.40
10/30/18	MOD PIZZA	MEAL - NWR SITE VISIT	\$ 7.97
11/01/18	CURRENTS	MEAL/CONFERENCE	\$ 8.00
11/02/18	RIVERHOUSE	ROOM/CONFERENCE	\$ 491.28
11/05/18	PANDA EXPRESS	MEAL - NWR SITE VISIT	\$ 7.70
11/05/18	ALICE'S COUNTRY HOUSE	STAFF MEETING/MEALS	\$ 93.60
11/19/18	MOS	MEAL - NWR SITE VISIT	\$ 14.20
11/19/18	DOLLAR TREE	EMPLOYEE RECOGNITION	\$ 15.00
11/19/18	DOLLAR TREE	EMPLOYEE RECOGNITION	\$ 24.00
11/19/18	MAIN STREET PIZZA	STAFF MEETING/MEALS	\$ 25.95
11/20/18	MOD PIZZA	MEAL - NWR SITE VISIT	\$ 8.67
			\$ 801.77
TABATHA WELCH			
10/29/18	SAFEWAY	MEETING/TABATHA AND KATHIE/COFFEE	\$ 10.35
11/13/18	BLUE HERON	MEETING MEALS NWOTA	\$ 60.25
11/15/18	FRED MEYER	OFFICE SUPPLIES/COFFEE	\$ 28.46
			\$ 99.06
CLAYTON NORRBOM			
11/14/18	PANDA EXPRESS	MEALS/TRAINING	\$ 29.35
11/19/18	SPIRIT MOUNTAIN	MEALS/TRAINING	\$ 32.85
			\$ 62.20
		Charges total	\$ 2,657.00
		Grand Total	\$ 2,657.00
APPROVAL 			
DATE 2-13-18			



November 2018 Statement

Open Date: 10/24/2018 Closing Date: 11/23/2018

Account: 7790

Cardmember Service
TILLAMOOK CNTY TRANS (CPN 001469460)

Cardmember Service 1-866-552-8855
BUS 30 ELN 78 15

New Balance	\$2,657.00
Minimum Payment Due	\$27.00
Payment Due Date	12/22/2018

Reward Points	
Earned This Statement	3,015
Reward Center Balance as of 11/22/2018	16,462
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+	\$2,560.31
Payments	-	\$2,560.31 ^{CR}
Other Credits		\$0.00
Purchases	+	\$2,657.00
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$2,657.00
Past Due		\$0.00
Minimum Payment Due		\$27.00
Credit Line		\$10,000.00
Available Credit		\$7,343.00
Days in Billing Period		31

Payment Options:

Mail payment coupon with a check

Pay online at myaccountaccess.com

Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Cardmember Service CPN 001469460



7000002657005

24-Hour Cardmember Service: 1-866-552-8855

. to pay by phone
 . to change your address

Account Number	7790
Payment Due Date	12/22/2018
New Balance	\$2,657.00
Minimum Payment Due	\$27.00

Amount Enclosed \$ _____

000009186 01 SP 000638957462495 P Y

TILLAMOOK CNTY TRANS
ACCOUNTS PAYABLE
3600 3RD ST STE A
TILLAMOOK OR 97141-2730

Cardmember Service
P.O. Box 790408
St. Louis, MO 63179-0408



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Visa Business Rewards
Rewards Center Activity as of 11/22/2018

Rewards Center Activity*	0
Rewards Center Balance	16,462

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	2,300	22,660
Gas, Restaurants & Telecom Double Points	715	7,546
Total Earned	3,015	30,206

For rewards program inquiries and redemptions, call 1-888-229-8864 from 8:00 am to 10:00 pm (CST) Monday through Friday, 8:00 am to 5:30 pm (CST) Saturday and Sunday. Automated account information is available 24 hours a day, 7 days a week.

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Visa Payment Controls allows you to customize each of your employee's Visa business credit cards to control where, when, and how your employees use them. Easily set controls that limit card use by time of day or day of week, dollar amount, transaction types or geographical locations. Visit myaccountaccess.com/vpc to set up customized controls on your employees' business credit cards today.

Transactions PILANT DOUGLAS Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/25	10/23	2125	FRED-MEYER #0377 TILLAMOOK OR	\$91.64	_____
10/29	10/26	9421	MC MIETH TICKET PUNCHE 386-7673494 FL	\$218.43	_____
11/05	11/02	8943	IN *FLORAL EXPRESSIONS 541-9211167 OR	\$50.00	_____
11/07	11/06	0095	INTERSTATE PRODUCTS 800-474-7294 FL	\$996.46	_____
11/09	11/08	5749	GARIBALDI PORTSIDE BIS GARIBALDI OR	\$34.80	_____
11/16	11/15	3290	USPS POSTAGE ENDICIA.C 800-576-3279 CA	\$100.00	_____
			Total for Account	\$1,491.33	

Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					

Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
10/26	10/26	5148	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
10/29	10/27	7311	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
11/01	10/31	6908	IRON MOUNTAIN 800-934-3453 MA	\$65.68	_____
11/07	11/06	4414	ADOBE *ACROPRO SUBS 800-833-6687 CA	\$24.99	_____
11/15	11/15	2822	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
11/16	11/16	1297	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
11/23	11/20	0011	PIZZA HUT #440 TILLAMOOK OR	\$61.97	_____
			Total for Account	1 2022	\$202.64

Transactions WELCH, TABATHA Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/29	10/26	0188	SAFEWAY #2723 TILLAMOOK OR	\$10.35	_____
11/13	11/09	8021	BLUE HERON FRENCH CH TILLAMOOK OR	\$60.25	_____
11/15	11/14	3911	FRED-MEYER #0377 TILLAMOOK OR	\$28.46	_____
			Total for Account	46	\$99.06

Transactions OLSON, BRENT Credit Limit \$3000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/24	10/23	9437	FS *www.mtcpro.com 877-3278914 CA	\$98.00	_____
10/25	10/24	9388	PANDA EXPRESS 2736 WARRENTON OR	\$7.40	_____
10/30	10/28	4267	MOD PIZZA BEND B BEND OR	\$7.97	_____
11/01	10/30	9240	CURRENTS AT THE RIVERH BEND OR	\$8.00	_____
11/02	10/31	9835	RIVERHOUSE ON THE DESC BEND WA	\$491.28	_____
11/05	11/03	2158	PANDA EXPRESS #1139 HILLSBORO OR	\$7.70	_____
11/05	11/02	1157	ALICE'S COUNTRY HOUSE TILLAMOOK OR	\$93.60	_____
11/19	11/17	1147	MOS RESTAURANT NEWPORT OR	\$14.20	_____
11/19	11/18	8225	DOLLAR TREE ST HELENS OR	\$15.00	_____
11/19	11/18	8308	DOLLAR TREE HILLSBORO OR	\$24.00	_____
11/19	11/16	4566	MAIN STREET PIZZA CO TILLAMOOK OR	\$25.95	_____
11/20	11/18	3689	MOD PIZZA ST HELENS B SAINT HELENS OR	\$8.67	_____
			Total for Account	349	\$801.77

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Transactions NORRBOM,CLAYTON Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
11/14	11/13	1331	PANDA EXPRESS #1115 HILLSBORO OR	\$29.35	_____
11/19	11/16	1773	SPIRIT MTN BUFFET GRAND RONDE OR	\$32.85	_____
			Total for Account	\$62.20	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
11/14	11/14	8	PAYMENT THANK YOU	\$269.93 ^{CR}	_____
11/14	11/14	8	PAYMENT THANK YOU	\$2,290.38 ^{CR}	_____
			Total for Account	\$2,560.31^{CR}	

2018 Totals Year-to-Date	
Total Fees Charged in 2018	\$2.87
Total Interest Charged in 2018	\$80.91

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	14.24%	
**PURCHASES	\$2,657.00	\$0.00	YES	\$0.00	14.24%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	25.99%	

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Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

October 2018

RIDERSHIP BY SERVICE TYPE	OCT 2018	OCT 2017	YTD FY 18-19	YTD FY 17-18	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	912	759	3,511	3,230	8.7%
NW Rides	733	667	2,947	2,605	13.1%
Volunteer	0	268	50	936	-94.7%
Dial-A-Ride Total	1,645	1,694	6,508	6,771	-3.9%
<u>Deviated Fixed Route Service</u>					
Rt 1: Town Loop	3,750	4,241	15,238	16,299	-6.5%
Rt 2: Netarts/Oceanside	546	726	2,787	3,127	-10.9%
Rt 3: Manzanita/Cannon Beach	3,029	3,085	13,007	13,135	-1.0%
Rt 4: Lincoln City	1,309	924	5,364	4,093	31.1%
Local Fixed Rt Total	8,634	8,976	36,396	36,654	-0.7%
<u>Inter City Service</u>					
Rt 5: Portland	871	724	3,824	3,874	-1.3%
Rt 60X: Salem	921	437	3,993	1,975	102.2%
Rt 70X: Grand Ronde	585	0	2,241	0	#DIV/0!
Inter City Total	2,377	1,161	10,058	5,849	72.0%
<u>Other Services</u>					
Tripper Routes	201	281	542	778	-30.3%
Special Bus Operations	8	53	1,142	736	55.2%
Other Services Total	209	334	1,684	1,514	11.2%
TOTAL ALL SERVICES	12,865	12,165	54,646	50,788	7.6%

ONE-WAY TRIPS BY USER GROUP					
	Fixed		YTD	YTD	YTD %
USER GROUP	Route	DAR	FY 18-19	FY 17-18	Change
General (18 years to 60 years of age)	6,582	263	29,830	27,293	9.3%
Senior/Disabled	3,690	1,316	20,967	19,604	7.0%
Child/Youth (less than 18 years of age)	947	66	3,848	3,892	-1.1%
Total	11,220	1,645	54,646	50,788	7.6%

OTHER RIDER CATEGORIES					
	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 18-19	FY 17-18	Change
Ride Connection	68		263	320	-17.8%
Tillamook Bay Community College	407		755	736	2.6%
NWOTA Visitor Pass	136		799	511	56.4%
Northwest Rides		733	2,947	2,886	2.1%
Helping Hands Shuttle		59	242	330	-26.7%

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MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
------------------	------------------------	------------------	-------------------------------

Dial-A-Ride Services

Oct-17	1.3	58.3%	66.78
Jul-18	1.2	55.3%	67.47
Aug-18	1.2	55.3%	67.47
Sep-18	1.2	55.3%	67.47
Oct-18	1.3	58.9%	66.57
STANDARD	1.3	65.3%	56.36

Deviated Fixed Routes

Oct-17	6.9	11.7%	68.41
Jul-18	6.4	11.6%	63.91
Aug-18	6.5	9.2%	72.25
Sep-18	6.5	9.2%	72.25
Oct-18	6.1	9.9%	66.58
STANDARD	7.0	12.4%	64.60

Intercity Services

Oct-17	3.0	32.7%	73.36
Jul-18	3.7	26.4%	72.30
Aug-18	3.6	24.3%	77.08
Sep-18	3.6	24.3%	77.08
Oct-18	3.3	22.6%	76.25
STANDARD	2.9	31.5%	72.86

Other Services

Oct-17	4.2	6.8%	58.45
Jul-18	5.9	1.5%	57.79
Aug-18	5.0	2.5%	60.23
Sep-18	5.0	2.5%	60.23
Oct-18	5.9	4.6%	58.65
STANDARD	6.9	10.7%	55.54

Dial-a-Ride includes Central, North and South Counties Dial-A-Ride Services

Deviated Fixed Routes: 1 Town Loop, 2 Oceanside, 3 Manzanita/Cannon Beach, 4 Lincoln City

Intercity Routes: 5 Portland, 60X Coastal Connector, 70X Salem/Grand Ronde

Other Services: Trippers and Special Bus Operations

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Tillamook County Transportation District
Actual FY 2018/2019

Year-to-Date Statistics and Performance

	Thru Oct 2018										12/7/2018						
Route/Run	YTD Fare Revenue (\$)	YTD Passngs	YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs (\$)	Direct Cost (\$)	Indirect Costs (\$)	Total Costs (\$)	Hourly Rate (\$)	Passngs per Hour	Farebox Ratio	Passngs/ \$ Subsidy	Average Fare (\$)	Revenue/ Service Hour (\$)	
Dial-A-Ride Service																	
Dial-A-Ride	9,954	3,511	1,395	1,692	21,520	10,920	53,168	3,175	17,782	85,036	60.94	2.5	11.7%	0.05	2.83	7.13	
NW Rides	183,966	2,947	3,497	4,219	80,240	40,716	133,219	7,958	48,095	229,988	65.77	0.8	80.0%	0.06	62.42	52.61	
Volunteer	62	50	53	58	787	399	2,126	11,001	667	14,193	269.52	0.9	0.4%	0.00	1.24	1.18	
Total DAR	193,982	6,508	4,945	5,969	102,547	52,036	188,503	22,134	66,544	329,218	66.57	1.3	58.9%	0.05	29.81	39.23	
Deviated Route																	
01 Town Loop	10,895	15,238	1,533	1,742	20,909	10,610	58,402	3,489	19,170	91,671	59.79	9.9	11.9%	0.19	0.71	7.11	
02 Netarts/Oceanside	2,813	2,787	807	1,087	17,787	9,026	30,746	1,837	11,001	52,609	65.18	3.5	5.3%	0.06	1.01	3.49	
03 Manzanita	16,305	13,007	2,208	2,420	57,306	29,079	84,128	5,025	31,262	149,494	67.69	5.9	10.9%	0.10	1.25	7.38	
04 Lincoln City	9,118	5,364	1,412	1,673	48,372	24,545	53,793	3,213	21,563	103,115	73.02	3.8	8.8%	0.06	1.70	6.46	
Total Deviated Route	39,131	36,396	5,961	6,922	144,373	73,259	227,069	13,564	82,996	396,889	66.58	6.1	9.9%	0.10	1.08	6.56	
Intercity																	
05 Portland	37,850	3,824	1,186	1,295	37,994	19,279	47,870	2,698	17,755	87,602	73.88	3.2	43.2%	0.08	9.90	31.92	
60X Salem	10,431	3,993	1,113	1,367	44,867	22,767	44,939	2,533	17,902	88,141	79.18	3.6	11.8%	0.05	2.61	9.37	
70X Grand Ronde	3,423	2,241	705	886	24,527	12,446	28,468	1,605	10,818	53,336	75.63	3.2	6.4%	0.04	1.53	4.85	
Total Intercity	51,703	10,058	3,004	3,548	107,388	54,492	121,276	6,836	46,475	229,080	76.25	3.3	22.6%	0.06	5.14	17.21	
Other Services																	
Trippers	352	542	51	125	491	249	1,939	116	608	2,912	57.21	10.6	12.1%	0.21	0.65	6.92	
Special Bus Operation	420	1,142	235	289	2,898	1,471	8,940	534	2,893	13,838	58.96	4.9	3.0%	0.09	0.37	1.79	
Total Other Services	772	1,684	286	414	3,389	1,720	10,879	650	3,501	16,750	58.65	5.9	4.6%	0.11	0.46	2.70	
Total TCTD Services	285,588	54,646	14,196	16,852	357,697	181,507	547,728	43,185	199,516	971,936	68.47	3.85	29.4%	0.08	5.23	20.12	
Total Mileage, Labor & Direct Cost										772,419							25.8%

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Tillamook County Transportation District
FY17/18 to FY 18/19 **Year-Over-Year Comparison**

Route/Run	Thru Oct 2018			Thru Oct 2018			Thru Oct 2018			Thru Oct 2018			Thru Oct 2018				
	17/18	18/19	Amount Difference	Percent Difference	17/18	18/19	Passngs Difference	Percent Difference	17/18	18/19	Service Hours Difference	Percent Difference	17/18	18/19	Total Cost Difference	Percent Difference	
<u>Dial-A-Ride Service</u>																	
Dial-A-Ride	35,268	9,954	-25,315	-71.8%	3,230	3,511	281	8.7%	1,780	1,395	-384	-21.6%	111,200	85,036	-26,164	-23.5%	
NW Rides	156,615	183,966	27,351	17.5%	2,605	2,947	342	13.1%	2,986	3,497	511	17.1%	208,960	229,988	21,029	10.1%	
Volunteer	15,064	62	-15,002	-99.6%	936	50	-886	-94.7%	550	53	-498	-90.4%	34,863	14,193	-20,670	-59.3%	
Total DAR	206,947	193,982	-12,965	-6.3%	6,771	6,508	-263	-3.9%	5,316	4,945	-371	-7.0%	355,023	329,218	-25,806	-7.3%	
<u>Deviated Route</u>																	
01 Town Loop	12,518	10,895	-1,623	-13.0%	16,299	15,238	-1,061	-6.5%	1,543	1,533	-10	-0.6%	92,860	91,671	-1,190	-1.3%	
02 Netarts/Oceanside	3,377	2,813	-564	-16.7%	3,127	2,787	-340	-10.9%	675	807	132	19.5%	46,580	52,609	6,029	12.9%	
03 Manzanita	17,749	16,305	-1,444	-8.1%	13,135	13,007	-128	-1.0%	1,730	2,208	478	27.6%	121,964	149,494	27,530	22.6%	
04 Lincoln City	8,676	9,118	442	5.1%	4,093	5,364	1,271	31.1%	1,358	1,412	55	4.0%	101,561	103,115	1,553	1.5%	
Total Local Fixed Route	42,320	39,131	-3,189	-7.5%	36,654	36,396	-258	-0.7%	5,306	5,961	655	12.3%	362,966	396,889	33,923	9.3%	
<u>Intercity</u>																	
05 Portland	43,469	37,850	-5,619	-12.9%	3,874	3,824	-50	-1.3%	1,240	1,186	-55	-4.4%	89,403	87,602	-1,801	-2.0%	
60X Salem	4,047	10,431	6,384	157.7%	1,975	3,993	2,018	102.2%	740	1,113	373	50.4%	55,874	88,141	32,267	57.7%	
70X Grand Ronde	0	3,423	3,423	#DIV/0!	0	2,241	2,241	#DIV/0!	0	705	705	#DIV/0!	-1	53,336	53,337	#####	
Total Intercity	47,516	51,703	4,187	8.8%	5,849	10,058	4,209	72.0%	1,980	3,004	1,024	51.7%	145,276	229,080	83,804	57.7%	
<u>Other Services</u>																	
Trippers	753	352	-401	-53.3%	778	542	-236	-30.3%	146	51	-95	-65.2%	7,950	2,912	-5,038	-63.4%	
Special Bus Operation	696	420	-276	-39.6%	736	1,142	406	55.2%	217	235	18	8.2%	13,266	13,838	572	4.3%	
Total Other Services	1,449	772	-677	-46.7%	1,514	1,684	170	11.2%	363	286	-77	-21.3%	21,216	16,750	-4,466	-21.1%	
Total TCTD Services	298,232	285,588	-12,644	-4.2%	50,788	54,646	3,858	7.6%	12,966	14,196	1,230	9.5%	884,481	971,936	87,455	9.9%	

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Tillamook County Transportation District
FY17/18 to FY 18/19

Year to Date Performance Comparison

Route/Run	Thru Oct 2018 18/19			Thru Oct 2018 17/18			Thru Oct 2018 18/19			Thru Oct 2018 17/18						
	Hourly Rate	Hourly Rate	Amount Diff	Percent Diff	Passngr /Hour	Passngr /Hour	Amount Diff	Percent Diff	Farebox Ratio	Farebox Ratio	Amount Diff	Percent Diff	Average Fare	Average Fare	Amount Diff	Percent Diff
<u>Dial-A-Ride Service</u>																
Dial-A-Ride	62.49	60.94	-1.55	-2.5%	1.8	2.5	0.7	38.6%	31.7%	11.7%	-20.0%	-63.1%	10.92	2.83	-8.08	-74.0%
NW Rides	69.98	65.77	-4.21	-6.0%	0.9	0.8	0.0	-3.4%	74.9%	80.0%	5.0%	6.7%	60.12	62.42	2.30	3.8%
Volunteer	63.35	269.52	206.17	325.4%	1.7	0.9	-0.8	-44.2%	43.2%	0.4%	-42.8%	-99.0%	16.09	1.24	-14.85	-92.3%
Total DAR	66.78	66.57	-0.21	-0.3%	1.3	1.3	0.0	3.3%	58.3%	58.9%	0.6%	1.1%	30.56	29.81	-0.76	-2.5%
<u>Deviated Route</u>																
01 Town Loop	60.19	59.79	-0.39	-0.6%	10.6	9.9	-0.6	-5.9%	13.5%	11.9%	-1.6%	-11.8%	0.77	0.71	-0.05	-6.9%
02 Netarts/Oceanside	68.99	65.18	-3.80	-5.5%	4.6	3.5	-1.2	-25.4%	7.2%	5.3%	-1.9%	-26.2%	1.08	1.01	-0.07	-6.5%
03 Manzanilla	70.49	67.69	-2.79	-4.0%	7.6	5.9	-1.7	-22.4%	14.6%	10.9%	-3.6%	-25.1%	1.35	1.25	-0.10	-7.2%
04 Lincoln City	74.81	73.02	-1.79	-2.4%	3.0	3.8	0.8	26.0%	8.5%	8.8%	0.3%	3.5%	2.12	1.70	-0.42	-19.8%
Total Deviated Route	68.41	66.58	-1.82	-2.7%	6.9	6.1	-0.8	-11.6%	11.7%	9.9%	-1.8%	-15.4%	1.15	1.08	-0.08	-6.9%
<u>Intercity</u>																
05 Portland	72.08	73.88	1.80	2.5%	3.1	3.2	0.1	3.3%	48.6%	43.2%	-5.4%	-11.1%	11.22	9.90	-1.32	-11.8%
60X Salem	75.51	79.18	3.67	4.9%	2.7	3.6	0.9	34.4%	7.2%	11.8%	4.6%	63.4%	2.05	2.61	0.56	27.5%
70X Grand Ronde	#DIV/0!	75.63	#DIV/0!	#DIV/0!	3.2	#DIV/0!	#DIV/0!	#DIV/0!	0.0%	6.4%	6.4%	#DIV/0!	#DIV/0!	1.53	#DIV/0!	#DIV/0!
Total Intercity	73.36	76.25	2.90	3.9%	3.0	3.3	0.4	13.4%	32.7%	22.6%	-10.1%	-31.0%	8.12	5.14	-2.98	-36.7%
<u>Other Services</u>																
Trippers	54.42	57.21	2.79	5.1%	5.3	10.6	5.3	100.0%	9.5%	12.1%	2.6%	27.6%	0.97	0.65	-0.32	-32.9%
Special Bus Operation	61.16	58.96	-2.20	-3.6%	3.4	4.9	1.5	43.4%	5.2%	3.0%	-2.2%	-42.1%	0.95	0.37	-0.58	-61.1%
Total Other Services	58.45	58.65	0.21	0.4%	4.2	5.9	1.7	41.4%	6.8%	4.6%	-2.2%	-32.5%	0.96	0.46	-0.50	-52.1%
Total Other Services	68.22	68.47	0.25	0.4%	3.9	3.8	-0.1	-1.7%	33.7%	29.4%	-4.3%	-12.9%	5.87	5.23	-0.65	-11.0%

Comparison	YTD Through Oct 2018		
	FY17/18 to FY 18/19	18/19	Percent Difference
Description	17/18	18/19	Difference
Mileage	313,619	357,697	44,078
Mileage Based Costs	170,829	181,507	10,678
Hourly Based Costs	530,656	547,728	17,072
Direct Costs	182,996	199,516	16,520
Overhead Costs			-
Total Costs	864,481	928,751	44,270
			5.0%

Special Bus Operation Calculation Cost		Hourly Rate Calculation:	
Cost per mile calculation:	Actual	Plus	Plus
	45.8%	10%	Profit
Actual		Actual Hourly Rate	\$ 32.50
Overhead		Plus Direct Costs	4.4%
Minivan		Hourly Rate	\$ 33.95
Small Bus		Plus Overhead	25.8%
Coach		Hourly Rate	\$ 42.71
		Plus Profit	20.0%
			\$ 51.26

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Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

November 2018

RIDERSHIP BY SERVICE TYPE	NOV 2018	NOV 2017	YTD FY 18-19	YTD FY 17-18	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	912	732	4,423	3,962	11.6%
NW Rides	700	659	3,647	3,264	11.7%
Volunteer	0	265	50	1,201	-95.8%
Dial-A-Ride Total	1,612	1,656	8,120	8,427	-3.6%
<u>Deviated Fixed Route Service</u>					
Rt 1: Town Loop	3,462	3,784	18,700	20,083	-6.9%
Rt 2: Netarts/Oceanside	551	708	3,338	3,835	-13.0%
Rt 3: Manzanita/Cannon Beach	2,849	2,799	15,856	15,934	-0.5%
Rt 4: Lincoln City	1,152	944	6,516	5,037	29.4%
Local Fixed Rt Total	8,014	8,235	44,410	44,889	-1.1%
<u>Inter City Service</u>					
Rt 5: Portland	887	781	4,711	4,655	1.2%
Rt 60X: Salem	793	473	4,786	2,448	95.5%
Rt 70X: Grand Ronde	468	0	2,709	0	#DIV/0!
Inter City Total	2,148	1,254	12,206	7,103	71.8%
<u>Other Services</u>					
Tripper Routes	181	250	723	1,028	-29.7%
Special Bus Operations	8	1	1,142	737	55.0%
Other Services Total	189	251	1,865	1,765	5.7%
TOTAL ALL SERVICES	11,963	11,396	66,601	62,184	7.1%

ONE-WAY TRIPS BY USER GROUP					
	Fixed		YTD	YTD	YTD %
USER GROUP	Route	DAR	FY 18-19	FY 17-18	Change
General (18 years to 60 years of age)	6,078	258	36,203	33,303	8.7%
Senior/Disabled	3,407	1,290	25,684	24,073	6.7%
Child/Youth (less than 18 years of age)	866	64	4,714	4,808	-1.9%
Total	10,351	1,612	66,601	62,184	7.1%

OTHER RIDER CATEGORIES					
	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 18-19	FY 17-18	Change
Ride Connection	75		338	451	-25.1%
Tillamook Bay Community College	312		1,067	1,101	-3.1%
NWOTA Visitor Pass	97		896	753	19.0%
Northwest Rides		700	3,647	3,529	3.3%
Helping Hands Shuttle		60	302	399	-24.3%

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
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Dial-A-Ride Services

Nov-17	1.3	55.7%	69.56
Aug-18	1.2	55.3%	67.47
Sep-18	1.2	55.3%	67.47
Oct-18	1.3	58.9%	66.57
Nov-18	1.4	60.6%	66.67
STANDARD	1.3	65.3%	56.36

Deviated Fixed Routes

Nov-17	6.8	10.9%	71.41
Aug-18	6.5	9.2%	72.25
Sep-18	6.5	9.2%	72.25
Oct-18	6.1	9.9%	66.58
Nov-18	6.0	9.6%	66.69
STANDARD	7.0	12.4%	64.60

Intercity Services

Nov-17	2.9	29.8%	77.01
Aug-18	3.6	24.3%	77.08
Sep-18	3.6	24.3%	77.08
Oct-18	3.3	22.6%	76.25
Nov-18	3.3	22.4%	76.50
STANDARD	2.9	31.5%	72.86

Other Services

Nov-17	4.5	7.0%	60.01
Aug-18	5.0	2.5%	60.23
Sep-18	5.0	2.5%	60.23
Oct-18	5.9	4.6%	58.65
Nov-18	6.2	5.0%	58.55
STANDARD	6.9	10.7%	55.54

Dial-a-Ride includes Central, North and South Counties Dial-A-Ride Services
 Deviated Fixed Routes: 1 Town Loop, 2 Oceanside, 3 Manzanita/Cannon Beach, 4 Lincoln City
 Intercity Routes: 5 Portland, 60X Coastal Connector, 70X Salem/Grand Ronde
 Other Services: Trippers and Special Bus Operations

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Tillamook County Transportation District
Actual FY 2018/2019

Year-to-Date Statistics and Performance
12/13/2018

Router/Run	YTD Fare Revenue (\$)	YTD Passngrs	YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs (\$)	Direct Cost (\$)	Indirect Costs (\$)	Total Costs (\$)	Hourly Rate (\$)	Passngrs per Hour	Farebox Ratio	Passngr/\$ Subsidy	Average Fare (\$)	Revenue/Service Hour (\$)	
<u>Dial-A-Ride Service</u>																	
Dial-A-Ride	12,297	4,423	1,686	2,042	25,855	13,484	64,246	3,740	21,185	102,655	60.87	2.6	12.0%	0.05	2.78	7.29	
NW Rides	227,190	3,647	4,186	5,078	95,973	50,055	159,459	9,282	56,897	275,693	65.86	0.9	82.4%	0.08	62.30	54.28	
Volunteer	62	50	53	58	787	411	2,123	13,478	658	16,669	316.55	0.9	0.4%	0.00	1.24	1.18	
Total DAR	239,549	8,120	5,925	7,178	122,615	63,950	225,828	26,501	78,740	395,018	66.67	1.4	60.6%	0.05	29.50	40.43	
<u>Deviated Route</u>																	
01 Town Loop	13,300	18,700	1,901	2,160	25,920	13,519	72,400	4,215	23,438	113,571	59.76	9.8	11.7%	0.19	0.71	7.00	
02 Netarts/Oceanside	3,359	3,338	1,001	1,347	22,050	11,500	38,114	2,219	13,478	65,311	65.28	3.3	5.1%	0.05	1.01	3.36	
03 Manzanita	19,552	15,856	2,738	3,000	71,040	37,051	104,294	6,071	38,334	185,750	67.85	5.8	10.5%	0.10	1.23	7.14	
04 Lincoln City	10,938	6,516	1,751	2,075	59,725	31,149	66,686	3,882	26,450	128,168	73.22	3.7	8.5%	0.06	1.68	6.25	
Total Deviated Route	47,149	44,410	7,389	8,582	178,735	93,219	281,494	16,386	101,701	492,800	66.69	6.0	9.6%	0.10	1.06	6.38	
<u>Intercity</u>																	
05 Portland	47,162	4,711	1,470	1,605	47,100	24,565	59,263	3,260	21,799	108,887	74.07	3.2	43.3%	0.08	10.01	32.08	
60X Salem	12,428	4,786	1,380	1,695	55,620	29,008	55,631	3,060	22,010	109,709	79.50	3.5	11.3%	0.05	2.60	9.01	
70X Grand Ronde	4,161	2,709	877	1,102	30,516	15,916	35,370	1,946	13,336	66,567	75.87	3.1	6.3%	0.04	1.54	4.74	
Total Intercity	63,750	12,206	3,728	4,402	133,236	69,489	150,264	8,266	57,144	285,163	76.50	3.3	22.4%	0.06	5.22	17.10	
<u>Other Services</u>																	
Trippers	456	723	67	168	662	345	2,549	148	790	3,832	57.28	10.8	11.9%	0.21	0.63	6.82	
Special Bus Operation	420	1,142	235	289	2,898	1,512	8,940	520	2,852	13,825	58.91	4.9	3.0%	0.09	0.37	1.79	
Total Other Services	876	1,865	302	457	3,560	1,857	11,489	669	3,642	17,657	58.55	6.2	5.0%	0.11	0.47	2.91	
Total TCTD Services	351,325	66,601	17,343	20,618	438,146	228,514	669,075	51,822	241,227	1,190,638	68.65	3.84	29.5%	0.08	5.28	20.26	
										Total Mileage, Labor & Direct Cost		949,411		25.4%			

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Tillamook County Transportation District
FY17/18 to FY 18/19

Year-Over-Year Comparison

Route/Run	Thru Nov 2018			Thru Nov 2018			Thru Nov 2018			Thru Nov 2018			Thru Nov 2018						
	17/18	18/19	Amount Difference	Percent Difference	17/18	18/19	Passngs Difference	Percent Difference	17/18	18/19	Service Hours Difference	Amount Difference	Percent Difference	17/18	18/19	Total Cost Difference	Amount Difference	Percent Difference	
<u>Dial-A-Ride Service</u>																			
Dial-A-Ride	43,083	12,297	-30,786	-71.5%	3,962	4,423	461	11.6%	2,178	1,686	-491	-22.6%	140,700	102,655	-38,045	-27.0%			
NW Rides	195,149	227,190	32,041	16.4%	3,264	3,647	383	11.7%	3,763	4,186	423	11.3%	275,241	275,693	452	0.2%			
Volunteer	19,595	62	-19,533	-99.7%	1,201	50	-1,151	-95.8%	715	53	-662	-92.6%	46,980	16,669	-30,310	-64.5%			
Total DAR	257,827	239,549	-18,278	-7.1%	8,427	8,120	-307	-3.6%	6,655	5,925	-730	-11.0%	462,920	395,018	-67,903	-14.7%			
<u>Deviated Route</u>																			
01 Town Loop	15,595	13,300	-2,295	-14.7%	20,083	18,700	-1,383	-6.9%	1,913	1,901	-12	-0.6%	118,901	113,571	-5,330	-4.5%			
02 Netarts/Oceanside	4,139	3,359	-780	-18.8%	3,835	3,338	-497	-13.0%	837	1,001	164	19.5%	60,317	65,311	4,994	8.3%			
03 Manzanita	21,211	19,552	-1,659	-7.8%	15,934	15,856	-78	-0.5%	2,145	2,738	593	27.6%	158,194	185,750	27,556	17.4%			
04 Lincoln City	10,314	10,938	624	6.1%	5,037	6,516	1,479	29.4%	1,683	1,751	68	4.0%	132,305	128,168	-4,137	-3.1%			
Total Local Fixed Route	51,259	47,149	-4,110	-8.0%	44,889	44,410	-479	-1.1%	6,578	7,389	812	12.3%	469,717	492,800	23,083	4.9%			
<u>Intercity</u>																			
05 Portland	51,372	47,162	-4,210	-8.2%	4,655	4,711	56	1.2%	1,538	1,470	-68	-4.4%	116,154	108,887	-7,267	-6.3%			
60X Salem	5,077	12,428	7,351	144.8%	2,448	4,786	2,338	95.5%	921	1,380	459	49.8%	73,192	109,709	36,517	49.9%			
70X Grand Ronde	0	4,161	4,161	#DIV/0!	0	2,709	2,709	#DIV/0!	0	877	877	#DIV/0!	-1	66,567	66,568	#####			
Total Intercity	56,449	63,750	7,301	12.9%	7,103	12,206	5,103	71.8%	2,459	3,728	1,269	51.6%	189,345	285,163	95,818	50.6%			
<u>Other Services</u>																			
Trippers	973	456	-517	-53.1%	1,028	723	-305	-29.7%	174	67	-107	-61.5%	9,732	3,832	-5,899	-60.6%			
Special Bus Operation	696	420	-276	-39.6%	737	1,142	405	55.0%	222	235	13	5.9%	13,991	13,825	-166	-1.2%			
Total Other Services	1,669	876	-793	-47.5%	1,765	1,865	100	5.7%	395	302	-94	-23.7%	23,722	17,657	-6,066	-25.6%			
Total TCTD Services	367,204	351,325	-15,879	-4.3%	62,184	66,601	4,417	7.1%	16,086	17,343	1,257	7.8%	1,145,705	1,190,638	44,933	3.9%			

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Tillamook County Transportation District
FY17/18 to FY 18/19

Year to Date Performance Comparison

Route/Run	Thru Nov 2018 17/18			Thru Nov 2018 18/19			Thru Nov 2018 17/18			Thru Nov 2018 18/19		
	Hourly Rate	Hourly Rate	Amount Diff	Percent Diff	Passngr /Hour	Passngr /Hour	Amount Diff	Percent Diff	Farebox Ratio	Farebox Ratio	Amount Diff	Percent Diff
Dial-A-Ride Service												
Dial-A-Ride	64.61	60.87	-3.74	-5.8%	1.8	2.6	0.8	44.1%	30.6%	12.0%	-18.6%	-60.9%
NW Rides	73.15	65.86	-7.29	-10.0%	0.9	0.9	0.0	0.4%	70.9%	82.4%	11.5%	16.2%
Volunteer	65.75	316.55	250.79	381.4%	1.7	0.9	-0.7	-43.5%	41.7%	0.4%	-41.3%	-99.1%
Total DAR	69.56	66.67	-2.89	-4.2%	1.3	1.4	0.1	8.2%	55.7%	60.6%	4.9%	8.9%
Deviated Route												
01 Town Loop	62.16	59.76	-2.41	-3.9%	10.5	9.8	-0.7	-6.3%	13.1%	11.7%	-1.4%	-10.7%
02 Netarts/Oceanside	72.06	65.28	-6.78	-9.4%	4.6	3.3	-1.2	-27.2%	6.9%	5.1%	-1.7%	-25.1%
03 Manzanita	73.75	67.85	-5.90	-8.0%	7.4	5.8	-1.6	-22.0%	13.4%	10.5%	-2.9%	-21.5%
04 Lincoln City	78.61	73.22	-5.39	-6.9%	3.0	3.7	0.7	24.4%	7.8%	8.5%	0.7%	9.5%
Total Deviated Route	71.41	66.69	-4.72	-6.6%	6.8	6.0	-0.8	-11.9%	10.9%	9.6%	-1.3%	-12.3%
Intercity												
05 Portland	75.54	74.07	-1.47	-1.9%	3.0	3.2	0.2	5.9%	44.2%	43.3%	-0.9%	-2.1%
60X Salem	79.47	79.50	0.03	0.0%	2.7	3.5	0.8	30.5%	6.9%	11.3%	4.4%	63.3%
70X Grand Ronde	#DIV/0!	75.87	#DIV/0!	#DIV/0!	#DIV/0!	3.1	#DIV/0!	#DIV/0!	0.0%	6.3%	6.3%	#DIV/0!
Total Intercity	77.01	76.50	-0.51	-0.7%	2.9	3.3	0.4	13.3%	29.8%	22.4%	-7.5%	-25.0%
Other Services												
Trippers	56.06	57.28	1.22	2.2%	5.9	10.8	4.9	82.5%	10.0%	11.9%	1.9%	19.0%
Special Bus Operation	63.11	58.91	-4.20	-6.7%	3.3	4.9	1.5	46.4%	5.0%	3.0%	-1.9%	-38.9%
Total Other Services	60.01	58.55	-1.46	-2.4%	4.5	6.2	1.7	38.5%	7.0%	5.0%	-2.1%	-29.5%
Total Other Services	71.22	68.65	-2.57	-3.6%	3.9	3.8	0.0	-0.7%	32.1%	29.5%	-2.5%	-7.9%
Average Fare												
	10.87	2.78	-8.09	-74.4%					10.87	2.78	-8.09	-74.4%
	59.79	62.30	2.51	4.2%					59.79	62.30	2.51	4.2%
	16.32	1.24	-15.08	-92.4%					16.32	1.24	-15.08	-92.4%
	30.60	29.50	-1.09	-3.6%					30.60	29.50	-1.09	-3.6%
	0.78	0.71	-0.07	-8.4%					0.78	0.71	-0.07	-8.4%
	1.08	1.01	-0.07	-6.8%					1.08	1.01	-0.07	-6.8%
	1.33	1.23	-0.10	-7.4%					1.33	1.23	-0.10	-7.4%
	2.05	1.68	-0.37	-18.0%					2.05	1.68	-0.37	-18.0%
	1.14	1.06	-0.08	-7.0%					1.14	1.06	-0.08	-7.0%
	11.04	10.01	-1.02	-9.3%					11.04	10.01	-1.02	-9.3%
	2.07	2.60	0.52	25.2%					2.07	2.60	0.52	25.2%
	#DIV/0!	1.54	#DIV/0!	#DIV/0!					#DIV/0!	1.54	#DIV/0!	#DIV/0!
	7.95	5.22	-2.72	-34.3%					7.95	5.22	-2.72	-34.3%
	0.95	0.63	-0.32	-33.4%					0.95	0.63	-0.32	-33.4%
	0.94	0.37	-0.58	-61.0%					0.94	0.37	-0.58	-61.0%
	0.95	0.47	-0.48	-50.3%					0.95	0.47	-0.48	-50.3%
	5.91	5.28	-0.63	-10.7%					5.91	5.28	-0.63	-10.7%

Comparison	YTD Through Nov 2018			
	FY17/18 to FY 18/19	17/18	18/19	
Description	Amount	Difference	Percent Difference	
Mileage	389,048	438,146	49,098	12.6%
Mileage Based Costs	231,283	228,514	(2,769)	-1.2%
Hourly Based Costs	649,004	669,075	20,071	3.1%
Direct Costs	265,418	241,227	(24,191)	-9.1%
Overhead Costs				
Total Costs	1,145,705	1,138,816	(6,889)	-0.6%

Special Bus Operation Calculation Cost		Cost per mile calculation:		Hourly Rate Calculation:	
Plus	45.8%	Actual	45.8%	Plus	10%
Overhead		Overhead		Profit	
Actual		Profit		Actual Hourly Rate	\$ 32.45
Hourly Rate	\$ 33.86	Plus Direct Costs		Plus Direct Costs	4.4%
Plus Overhead	25.4%	Hourly Rate		Hourly Rate	\$ 33.86
Hourly Rate	\$ 42.47	Plus Overhead		Hourly Rate	25.4%
Plus Profit	20.0%	Hourly Rate		Hourly Rate	\$ 42.47
	\$ 50.96	Plus Profit		Plus Profit	\$ 50.96

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nwCONNECTOR

Coordinating Committee Meeting
 December 14, 2018
Tillamook County Transportation District
 3600 3rd St
 Tillamook, OR
 10:00 am—2:00 pm
Teleconference Information
866/755-7677
Pin # 005939

Agenda

10:00— 10:05a	1. Introductions. Welcome to Guests	Doug Pilant
10:05— 10:15a	2. Consent Calendar (Action Items) ⚡ November 9, 2018 Meeting Minutes (Attached) ⚡ November 2018 Financial Report ⚡ Ridership Tracking (October 2018) ⚡ Calculating Average Passenger Miles Progress	Doug Pilant
10:15— 10:45a	3. Transit Access Study Update	Ken/Ryan
10:45— 11:00a	4. NWOTA Standing Items ⚡ IGA Approvals Update ⚡ Tillamook Coast Visitor Guide ⚡ Signage Update	All Doug Doug
11:00— 11:30p	5. NW Connector-Specific Trip Planner Update and discussion	Thomas Craig
11:30— 12:00p	6. Other Business and Member Update	All
12:00— 12:30p	7. Lunch	
1:00— 3:00p	Tourism Travel Meeting with Tourism Partners (separate agenda)	All

Attachments:

November 9, 2018 Meeting Minutes

NWOTA meetings are open to the public and accommodations will be provided to persons with disabilities. If a sign language interpreter is needed, please call Mary McArthur at 503.228.5565 at least 48 hours prior to the meeting.

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NW Oregon Transit Alliance (NWOTA)
Coordinating Committee Meeting Minutes
November 9, 2018
Tillamook County Transportation District
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Meeting attendees included:
 - Jeff Hazen—Sunset Empire Transit District
 - Doug Pilant—Tillamook County Transportation
 - Todd Wood—Columbia County Rider
 - Arla Miller—ODOTExcused: Mark Bernard, Cynda Bruce and Lee Lazaro
2. Consent Calendar: Unanimously approved. (JH/TW)
 - + October 12, 2018 Meeting Minutes—No corrections.
 - + October 2018 Financial Reports—Doug reviewed the report. Only changes from the September report are the annual fee for website maintenance, and TCTD paid their annual dues in full.
 - + Ridership Tracking—Mary provided an updated format, comparing monthly boardings FY to FY, and year to date.
3. Calculating—Doug walked the group through how TCTD calculates average passenger miles per trip. Two critical steps to making the calculations are establishing the distance to the next stop, (flag stops are included, although they are not listed on schedules); and having passenger on/off data by stop. (Doug will send out electronically.) FTA also has different methods of surveying the number of boardings and calculating the average number of trip miles on their website. Jeff will invite the Transportation Options person to the December meeting.
4. Holidays—NW Connector runs full schedule on Veterans Day and the day after Thanksgiving, other than CCR (currently.) Also, SETD is considering summer schedule for Hwy 101 routes, particularly for the 10am-3pm timeframe. Need to add recovery time to runs during high congestion. Cynda and Doug to provide an update on matching up their holiday schedules at the December meeting.
5. North Coast Tourism Studio

Last month's Transportation workshop showed increased awareness of NW Connector. Chambers and visitors centers want more info about transit, so NWOTA needs to get out more. Agreement among the sub-committee working with transit that need have a joint meeting with the tourism agencies. Looking for project that is easy to start and implement. NWOTA partners suggested setting up a meeting the afternoon of NWOTA's December meeting if that will work for for most people's schedule. Include South Tillamook County Chamber and Nan Devlin. Mary will follow-up.
6. NW Connector Marketing—Oregon Coast Travel Guide (\$1,990) and Oregon Travel Guide (\$5,900) advertising deadline is December 14th. Partners agreed to continue the current ad in both publications (Mary will follow up) with the caveat that will want to look developing a marketing plan for FY 19—20. Suggestion is to wait until meeting with tourism partners to get a better sense of what marketing needs to be done. May need to hire a marketing firm that can look at more digital marketing. Other potential options are billboards along

Connector system highways, advertising in the Tillamook Chamber guide. 30% of transit riders coming to the coast are either hikers or bikers.

7. Adding Connector Partners—NWOTA may want to consider adding The Point to the NW Connector system (website). Problem is their fares and the NW Connector visitor passes don't match up. Washington County is also interested in working with the NW Connector. A conversation with adjoining systems should be scheduled, **Mary** can staff and take notes. Including Yamhill in discussion later in the future.
8. NW Connector-Specific Trip Planner
December agenda item.
9. NWOTA Standing Items
 - + IGA/Management Plan—SETD will add it to the November 29th Commission agenda. Todd will have the Columbia County Board approve both the IGA and Management Plan approved at the same time (consent calendar). **Mary** will send the most current IGA to Todd.
 - + NW Connector Newsletter, Bike and Ride Information on the Website—Doug provided a West Link transit service in west Washington County that **Mary** will add to the NW Connector website. (attached) **Mary** also provided an updated Bikes Ride Free handout to the group. **Jeff** will have video made demonstrating how to use the bike racks. Also need to add cyclists are responsible for securing their bicycles. **Jeff** will provide language.
 - + Signage—Large signs are \$240/per. Tillamook will be ordering 2 signs and Cynda 1 sign. **Doug** requested a count of the smaller half moon signs along the Connector system. He will bring a quote to the **December** meeting. All signs will be reflective.
10. Member Updates
 - + SETD—Great OTA conference. Excellent presentation on watch-dogging on human trafficking. July 1st started new fare system—\$1/ride, ridership up 12%, fare revenue is over budget. First bargaining session went very well. Union if fine with the ground rules, no changes. Provided their proposal, which appears fairly straightforward.
 - + Natural Hazards Mitigation Plans—Jeff encouraged the partners to stay involved in their County's Plans. Identified mitigation projects can apply for FEMA funding if included in the Plans, but specific hazards have to be pointed.
 - + CCR—Union has been voted in. MTR has given 180 days notice they will be discontinuing their service and have fired their operation manager. Generally winding down administrative support. Need to go out for a new RFP for drivers. Looking at going in-house for maintenance. Reducing and adjusting route schedules to match up with passenger counts. Fleet is deteriorating, and have grants in for new cut aways. Most likely will be cutting weekend service to get system more sustainable. Looking at a December 20th Rainier grand opening. Still needed is closed circuit tv and internet capacity for streaming video. Will be interviewing for John's job (including John.)
 - + TCTD—Got STIF application in. On November 29th the Board will be adopting EcoLine with SETD as a user. Union proposal is in. Have 12 employees that have opted out of union, and 10 other driver that haven't sign up yet. Monthly dues are \$58. Grand Ronde is completing their Coordinated/Human Services/Transportation Plan.
 - + ODOT—Discretionary solicitation is out, due in February. Lack of transportation is one of the causes of chronic absenteeism in schools.

Recorded: Mary McArthur, Col-Pac EDD and NWOTA Staff

NWOTA

Tillamook County Transportation District
Financial Statement - Unposted Transactions Included In Report
From 11/1/2018 Through 11/30/2018

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	41%
Resources						
Working Capital	3500	0.00	0.00	87,000.00	(87,000.00)	0.00%
NWOTA Partner Cont. Match	4225	0.00	24,000.00	48,000.00	(24,000.00)	50.00%
Transfer From General Fund	4911	0.00	12,000.00	12,000.00	0.00	100.00%
Total Resources		<u>4,000.00</u>	<u>36,000.00</u>	<u>147,000.00</u>	<u>(111,000.00)</u>	<u>24.49%</u>
Expenses						
Materials and Services						
Professional Services	5100	0.00	437.50	5,250.00	5,250.00	0.00%
Administrative Support	5101	0.00	2,083.33	25,000.00	19,517.77	21.92%
Website Maintenance	5102	0.00	416.67	5,000.00	500.00	90.00%
Marketing	5190	0.00	2,500.00	30,000.00	25,425.00	15.25%
Travel & Training	5220	0.00	416.67	5,000.00	5,000.00	0.00%
Total Materials and Services		<u>0.00</u>	<u>14,557.23</u>	<u>70,250.00</u>	<u>55,692.77</u>	<u>20.72%</u>
Transfers						
Transfer to General Fund	9130	0.00	3,000.00	3,000.00	0.00	100.00%
Reserve for Future Expenditure	9175	0.00	0.00	68,750.00	68,750.00	0.00%
Total Transfers		<u>0.00</u>	<u>3,000.00</u>	<u>71,750.00</u>	<u>68,750.00</u>	<u>4.18%</u>
Capital Outlay						
Capital Purchases						
Bus Stop Signage/Shelters	6040	0.00	0.00	5,000.00	5,000.00	0.00%
Total Capital Purchases		<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00%</u>
Total Capital Outlay		<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00%</u>
Total Expenses		<u>0.00</u>	<u>17,557.23</u>	<u>147,000.00</u>	<u>129,442.77</u>	<u>11.94%</u>

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NWOTA Action Items

November 14, 2018

Action Items	Assignments	Progress
<input type="checkbox"/> <u>IGA</u> Get approved by each partner commission/board.	Mary to send the most current IGA	Lincoln Co (√) Tillamook (√) SETD (November) CCR (Todd will get on Consent Calendar)
<input type="checkbox"/> <u>Management Plan</u> Get approved by each partner commission/board	Mary Mc end out to all partners	Sent 11/5/2018 Benton () Columbia () Lincoln () Sunset Empire () Tillamook ()
<input type="checkbox"/> <u>Management Plan Updates</u> Add Technology Enhancements Add Bike Amenities, Bike n/Ride program Add Increasing Band/System Awareness Add Investigating System Revenue Generators Add Consider a NW Connector Advisory Group Add Addressing low income and marginalized populations Mobile app for NW Connector Transit language for Comp Plans and TSPs	Mary Mc Mary Mc Mary Mc Mary Mc Mary Mc Jeff H	Goal 1F (√) Goal 1G (√) Goal 2F (√) Goal 4C (√) Tourism Advisory/Tribes/Other? Goal 5 (√)
<input type="checkbox"/> <u>Website Events/Trip Planner/Newsletter</u> Add West Link to website Develop plan for connecting NW Connector to events advertising/Travel Oregon application? Open Trip Planner/funding	Mary Mc Mary Mc Trillium	December Meeting
<input type="checkbox"/> <u>Bike and Ride Info on Website</u> Add instructions/video on how to use the bike rack	Jeff to provide the video and language Mary to add to website	In Progress
<input type="checkbox"/> <u>Boomer NW Connector Stories</u> —Explore getting stories included about NWConnector riders in publications	Needed—Stories to put into Boomer publication	All partners
<input type="checkbox"/> <u>NW Connector Ridership</u> Update performance methodology assumptions Compare monthly ridership year-to-year	Doug to send out TCTD's average trip miles calculation spreadsheet Mary Mc	In progress Completed
<input type="checkbox"/> <u>Signage</u> —Update	Doug to develop a quote for the smaller half moon signs	December Meeting
<input type="checkbox"/> <u>NW Connector Holidays Policy</u> (Lincoln drop 1, TCTD add 3 days)	Doug/Cynda	December Meeting agenda

	Action Items	Assignments	Progress
<input type="checkbox"/>	NW Connector System Bike Policy	Mary	Sent 11/5/18
<input type="checkbox"/>	NW Connector Marketing—Invite Coastal chambers and visitor centers to meet in the afternoon following the December 14 NWOTA meeting Sign up for ads in the annual Oregon Travel Guide and Oregon Coast Travel Guide Develop a FY 19-20 Marketing Plan following the meeting with the Coastal visitor agencies	Mary Mary—Verify ok with Cynda and Lee Mary	
<input type="checkbox"/>	Handout on NW Connector System	Mary	Sent 11/5/18
<input type="checkbox"/>	Adding Connector Partners—Meet with Washington County initially		
<input type="checkbox"/>			

nwCONNECTOR

North Coast Tourism/Transportation Meeting

December 14, 2018

Tillamook County Transportation District

3600 3rd St

Tillamook, OR

1:00 pm—3:00 pm

Agenda

1:00— 1:05p	1. Introductions. Welcome to Guests	Jeff Hazen
1:05— 1:15p	2. North Coast Tourism Studio Transportation Workshop Summary	Jeff/Others
1:15— 2:30p	3. Discussion	All
2:30— 3:00p	4. Next Steps	All

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Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, November 29, 2018 – 6:30PM
Robert J. Kenny Board Meeting Room
3600 Third Street, Tillamook, OR
Meeting Minutes



1. Call to Order: Board Chair Judy Riggs called the meeting to order at 6:30pm
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

Judy Riggs, Board Chair
Marty Holm, Vice Chair
Gary Hanenkrat, Treasurer
Jim Huffman, Secretary
Jackie Edwards, Director
Melissa Carlson-Swanson, Director

TCTD Staff

Doug Pilant, General Manager
Brent Olson, Superintendent
Tabatha Welch, Accounting Specialist & Acting Board Clerk

Absent

None

Guest

Chris Kell

4. Announcements and Changes to Agenda: The following items were added to the Agenda:
 - a. Motion to Accept 2019 Regence Healthcare Plan
 - b. Motion to Accept Director Hoffman's Resignation
5. Public & Guest Comments: none

PUBLIC HEARING Opened at 6:32pm - Closed at 6:33pm

6. FY 2018-19 Supplemental Budget
7. Sunset Empire IGA Resolution

GENERAL MANAGERS REPORTS

8. Financial Report: GM Doug Pilant reviewed the October 2018 financial reports. District is 33% through the Fiscal Year. Director Huffman requested San SunOwen

These minutes contain materials which paraphrase and/or summarize statements made during this meeting. Only text enclosed in quotation marks report a speaker's exact words.

from Care Oregon come quarterly to give updates and be available for questions regarding the brokerage.

9. Service Measure Performance Report: GM Doug Pilant announced the October service performance would be presented at the December Board Meeting.
10. Northwest Oregon Transit Alliance: GM Doug Pilant reported the Coordinating Committee's November Agenda, October Minutes and October Finance Statement was included in the Board's agenda packet for review. This month the Coordinating Committee continued discussion of creating seamless policies such as establishing a draft bicycle policy. Doug also announced NWOTA won 1st Place in a national Rural Transportation Assistance Program website award.
11. Planning and Development:
 - a. Cape Kiwanda Master Plan: The Project Management Team met with the consultants on Oct 30th and at the end of the meeting the Committee agreed the consultants need to do more work before submitting a plan to the Community.
 - b. City of Tillamook Transportation Planning Meeting: No report
 - c. Cloverdale bus stop: No report
 - d. Grand Ronde Transit Development Plan: The Tribe's plan has been completed and will be implementing some of the action items in 2019.
 - e. Statewide Transportation Improvement Fund (STIF): Application was submitted and is pending an ODOT review process. Planning to schedule the Committee in January to discuss discretionary application.
 - f. Special Transportation Fund (STF): ODOT announced grant deadlines and will be scheduling the STF Committee to meet in January.
12. Grant Funding: No report
13. Facility/Property Management: No report
14. NW Rides Brokerage: Working towards completing quarterly operational reports for Care Oregon. Reconciling Ecolane and Ability to complete the end of quarter true-up report. Brent continues to meet with providers and assisted facilities to train their staff on how to manage their client's trips using the Ecolane Self-service Portal. Director Huffman asking how many are trained, Brent reported about 9.
15. Miscellaneous: Director Huffman asked about the ATU employee picnic. Doug said the union took the plan the event and perhaps that's why board members didn't receive an invitation. Director Carlson-Swanson asked for clarification about which app we are currently using either the Swiftly or the Transit app. GM Pilant explained we are using the Swiftly technology and that the Transit App technology was being used for people to access schedules via their mobile devices. Board Chair Riggs asked about TLT money possibly being received by the District, GM Pilant said that it could be a possibility if there was a plan that included a transit project.

CONSENT CALENDAR

16. Motion: Approve the Minutes of October 18, 2018 Regular Board Meeting
17. Motion: Accept of Financial Report: October 2018
18. Motion: Accept 2019 Board Meeting Calendar
19. Motion: Accept FY 2019-20 Budget Calendar

Motion by Director Holm to adopt the Consent Calendar. *Motion Seconded* by Director Edwards. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

ACTION ITEMS

20. Resolution 18-25 In the Matter of Adopting a Supplemental Budget and Making Appropriations for FY 2018-2019

GM Pilant shared the Resolution with the Board.

Motion by Director Holm to Adopt Resolution 18-25 In the Matter of Adopting a Supplemental Budget and Making Appropriations for FY 2018-2018. *Motion Seconded* by Director Huffman. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

21. Resolution 18-26 Approving the Amendment to TCTD's Ecolane DRT Software License Agreement to Add SETD as a Named User

GM Pilant shared the Resolution with the Board.

Motion by Director Huffman to Adopt Resolution 18-26 Approving the Amendment to TCTD's Ecolane DRT Software License Agreement to Add SETD as a Named User. *Motion Seconded* by Director Hanenkrat. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

22. Resolution 18-27 Approving the Intergovernmental Agreement Between TCTD and SETD for Shared Use and Funding of Ecolane DRT Software

GM Pilant shared the Resolution with the Board.

Motion by Director Holm to Adopt Resolution 18-27 Approving the Intergovernmental Agreement Between TCTD and SETD for Shared Use and Funding of Ecolane DRT Software. *Motion Seconded* by Director Edwards. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

23. Resolution 18-28 In the Matter of Adoption of the ODOT Rail and Public Transit Tier II Transit Asset Management Plan and Performance Measures

GM Pilant shared the Resolution with the Board.

Motion by Director Huffman to Adopt Resolution 18-28 In the Matter of Adoption of the ODOT Rail and Public Transit Tier II Transit Asset Management Plan and Performance Measures. *Motion Seconded* by Director Carlson-Swanson. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

24. Resolution 18-29 In the Matter of Authorizing the GM to Execute a Master Services Agreement with ADP, LLC

GM Pilant shared the Resolution with the Board. Director Hanenkrat asked how the savings was calculated for staff, GM Pilant explained it will reduce staff time having it automated with ADP. Huffman asked about Operations Coordinator Clayton Norrbom being more involved and Superintendent Brent Olson said he would like more accountability. GM Pilant explained how it was a process that took 2 employees four days and now it is 2 employees 1.5 days. Director Holm asked who was approving timesheets before and GM Pilant explained the process and how Cathy Bond would process timesheets.

Motion by Director Carlson-Swanson to Adopt Resolution 18-29 In the Matter of Authorizing the GM to Execute a Master Services Agreement with ADP, LLC. *Motion Seconded* by Director Edwards. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Directors Edwards, Hanenkrat, Holm,
Huffman, Carlson-Swanson
and Board Chair Judy Riggs.

DISCUSSION ITEMS

25. Board Position 5 Vacancy. Director Huffman thought we should post the vacancy. Applications will hopefully be ready by January 2019 and reviewed by February 2019. A deadline will be determined prior to the January 2019 Board Meeting.

26. Staff Comments/Concerns

GM Doug Pilant: Thanked the Board for accommodating his vacation.

Superintendent Brent Olson: Hopes everyone comes to holiday party
Accounting Specialist Tabatha Welch: None.

27. Board of Directors Comments/Concerns

Jim Huffman – Discussed past volunteers asked for the Bob Kenney sign to be hung on the wall. Also said security down at transit center has approved.

Judy Riggs – Asked if prior board members received holiday party invites.

Marty Holm – Asked for the strategic plan to be distributed.

Jackie Edwards – None.

Gary Hanenkrat – None.

Melissa Carlson-Swanson – None.

UPCOMING EVENTS

TCTD Holiday Party - Monday, December 17, 2018 from 4-7pm at TCTD Bus Maintenance Facility.

Adjournment: Board Chair Riggs adjourned the meeting at 7:34pm.

These minutes approved this 20th day of December 2018.

ATTEST:

Judy Riggs, Board Chair

Doug Pilant, General Manager

MEMO TO: BOARD OF DIRECTORS
FROM: DOUG PILANT, GENERAL MANAGER *Doug*
SUBJECT: INCREASE FULLTIME AND PART-TIME DRIVER POSITIONS

Issue

Shall the Board authorize the General Manager to add two (2) part-time driver positions to fill the Route 60X and 70X shift schedules?

Background and Findings

1. The Route 60X: Coastal Connector and Route 70X: Grand Ronde Express are currently authorized for two (2) full-time drivers and two (2) part-time positions.
2. Staff has recruited, hired and trained two (2) additional drivers who are being assigned to the Route 60X: Coastal Connector.
3. Both drivers desire part-time jobs and are classified as Substitute Drivers. The Collective Bargaining Agreement (CBA) states that Substitute Drivers may reject requests to work while drivers classified as Part-time Drivers must work assigned shifts.
4. Establishing two (2) additional Part-time Shifts will enable the District to permanently assign shifts which will eliminate the driver scheduling procedure and will ensure these Shifts have dedicated drivers assigned to them.
5. The annual cost for these two (2) part-time positions will cost up to \$1,500 per year in employee retirement and vacation benefits.

Recommendation

Staff recommends the Board approve Resolution 18-30 to authorize the General Manager to create (2) and Part Time Driver positions by two (2) to meet the operational necessity for the Route 60X and Route 70X transit services.

**BEFORE THE BOARD OF DIRECTORS
OF THE
TILLAMOOK COUNTY TRANSPORTATION DISTRICT**

**In the Matter of Authorizing)
the GM to Add Two (2))
Part-time Driver Positions)**

RESOLUTION NO. 18-30

WHEREAS, the Tillamook County Transportation District ("TCTD") Board of Directors adopted the TCTD Fiscal Year 2017-18 Budget that included the expansion of intercity and commuter public transportation services called the Route 60X: Coastal Connector and Route 70X: Grand Ronde Express; and

WHEREAS, on March 22, 2018 the Board adopted Resolution 18-02 creating two (2) Fulltime and 2 Part-time Driver positions to ensure driver availability to operate these services in a reliable manner; and

WHEREAS, two (2) additional part-time driver positions are required to meet operational necessity to ensure the District operates these services efficiently; and

THEREFORE, BE IT RESOLVED by the Tillamook County Transportation District Board of Directors that the General Manager is authorized to create two (2) part-time driver positions.

INTRODUCED AND ADOPTED this 20th day of December 2018.

ATTEST:

By: _____
Judy Riggs, Board Chair

By: _____
Douglas Pilant, General Manager

**BEFORE THE BOARD OF DIRECTORS
OF THE
TILLAMOOK COUNTY TRANSPORTATION DISTRICT**

**In the Matter of Declaring
and Disposing of Surplus
Property**

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)
)

RESOLUTION NO. 18-31

WHEREAS, Resolution 16-05 provides the Board of Directors of the Tillamook County Transportation District to, by resolution, declare District property as surplus and authorize the means by which the District manager may dispose of the property; and

WHEREAS, the Board of Directors has determined that the listed property is of no further use or value to the District and should be disposed of as surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Tillamook County Transportation District Board of Directors:

that the Tillamook County Transportation District Board of Directors declares the following equipment as surplus property and directs the General Manager to dispose of it as he determines appropriate and most advantageous to the District or community at large.

- (3) Antec Desktop Computers
- (1) Dell Power Edge T310 Server
- (1) Coby 35" Television
- (1) Cisco SF-200 Switch
- (1) Netgear Prosafe M4100 Switch

INTRODUCED AND ADOPTED this 20th day of December 2018.

ATTEST:

By: _____
Judy Riggs, Board Chair

By: _____
Doug Pilant, General Manager