

Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting



Thursday, February 21, 2019 at 6:30PM
Transportation Building
3600 Third Street, Tillamook, Oregon

Tillamook County Transportation District
 Normal Trial Balance - Unposted Transactions Included In Report
 From 1/31/2019 Through 1/31/2019

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account	142,289.00	
1006	Payroll Checking	76,929.94	
1009	NW RIDES ACCOUNT	13,405.64	
1011	Prop. Mgmt. Checking	83,159.58	
1020	LGIP - General Account	671,080.99	
1030	LGIP - Capital Reserve	651,814.61	
1040	Petty Cash	200.00	
		<u>1,638,879.76</u>	<u>0.00</u>
Report Total		<u>1,638,879.76</u>	<u>0.00</u>
Report Difference		<u>1,638,879.76</u>	

Tillamook County Transportation District
Financial Statement (TCTD Consolidated)

From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
Resources						
Working Capital	3500	0.00	0.00	1,432,835.00	(1,432,835.00)	0.00%
Fares	4000	19,146.29	180,735.08	265,000.00	(84,264.92)	68.20%
Contract Revenue	4020	3,985.61	444,733.55	887,000.00	(442,266.45)	50.13%
Property Tax	4100	12,370.99	0.00	900,000.00	(32,846.22)	96.35%
Past Years Property Tax	4110	2,296.44	3,333.33	40,000.00	(27,750.65)	30.62%
State Timber Revenue	4120	0.00	17,916.67	215,000.00	(128,622.00)	40.17%
Mass Transit State Payroll Tax	4130	22,863.39	7,083.33	85,000.00	(42,457.40)	50.05%
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	30,000.00	360,000.00	(56,113.00)	84.41%
NWOTA Partner Cont. Match	4225	0.00	4,000.00	48,000.00	(24,000.00)	50.00%
Grants - STF	4230	16,750.00	5,583.33	67,000.00	(16,750.00)	75.00%
Grants - 5311 (f)	4240	0.00	18,333.33	220,000.00	(99,297.00)	54.86%
Grants - 5310	4245	0.00	8,333.33	100,000.00	(70,346.00)	29.65%
Special Bus Operations	4300	83.62	83.33	1,000.00	(534.14)	46.58%
Miscellaneous Income	4400	15,882.75	83.33	1,000.00	15,182.75	1,618.27%
Sale of Assets - Income	4410	0.00	833.33	10,000.00	(9,000.00)	10.00%
Interest Income	4510	3,402.52	2,000.00	24,000.00	(8,251.42)	65.61%
Advertising Income	4520	0.00	83.33	1,000.00	(1,000.00)	0.00%
Lease Income	4900	1,900.00	1,500.00	18,000.00	(5,100.00)	71.66%
Lease Operational Exp Income	4910	632.17	541.67	6,500.00	(1,676.46)	74.20%
Transfer From General Fund	4911	0.00	0.00	22,000.00	(9,000.00)	59.09%
Transfer from Capital Reserve	4914	0.00	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 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
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	99,313.78	254,575.65	2,304,407.09	5,611,430.00	(3,307,022.91)	41.07%
Expenses						
Personnel Services						
Payroll: Administration	5010	18,371.10	27,587.50	331,050.00	167,443.73	49.42%
Payroll: Dispatch	5020	7,099.12	10,458.33	125,500.00	73,619.49	41.33%
Payroll: Drivers	5030	72,465.50	72,208.33	866,500.00	316,008.50	63.53%
Payroll: Maintenance	5040	2,783.48	5,416.67	65,000.00	39,228.99	39.64%
Payroll: Indirect	5041	1,303.28	0.00	0.00	(1,303.28)	0.00%
Payroll Taxes	5050	10,855.86	50,833.33	610,000.00	359,869.73	41.00%
Payroll Healthcare	5051	19,750.34	0.00	0.00	(19,750.34)	0.00%
Payroll Retirement	5052	2,375.35	0.00	0.00	(2,375.35)	0.00%
Payroll Veba	5053	2,749.80	0.00	0.00	(2,749.80)	0.00%
Workers Compensation Ins.	5055	0.00	1,875.00	22,500.00	4,730.81	78.97%
Total Personnel Services	137,753.83	168,379.16	1,085,827.52	2,020,550.00	934,722.48	53.74%
Materials and Services						
Miscellaneous Expense	5060	0.00	0.00	0.00	(1,260.15)	0.00%
Professional Services	5100	23,582.75	6,687.50	90,750.00	17,131.77	81.12%
Administrative Support	5101	0.00	2,083.33	25,000.00	11,640.25	53.43%
Website Maintenance	5102	0.00	416.67	5,000.00	500.00	90.00%
Planning	5103	0.00	1,666.67	20,000.00	11,725.00	41.37%
Dues & Subscriptions	5120	0.00	1,000.00	12,000.00	4,385.00	63.45%
Office Equipment R&R	5140	225.22	250.00	3,000.00	1,602.90	46.57%

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Tillamook County Transportation District
Financial Statement

From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
5145 Computer R&M	3,000.00	2,916.67	20,757.86	37,500.00	16,742.14	55.35%
5150 Fees & Licenses	818.34	1,458.33	2,937.21	33,500.00	30,562.79	8.76%
5160 Insurance	76,938.00	7,541.67	76,157.00	90,500.00	14,343.00	84.15%
5170 Office Expenses	1,244.93	1,083.33	14,786.35	13,000.00	(1,786.35)	113.74%
5175 Board Expenses	1,458.48	833.33	4,999.18	10,000.00	5,000.82	49.99%
5180 Operational Expenses	3,481.03	2,541.67	22,164.78	30,500.00	8,335.22	72.67%
5185 Drug & Alcohol Administration	100.00	125.00	1,050.00	1,500.00	450.00	70.00%
5190 Marketing	1,258.00	4,000.00	14,056.12	48,000.00	33,943.88	29.28%
5210 Telephone Expense	1,577.60	1,758.33	12,255.91	21,600.00	9,344.09	56.74%
5220 Travel & Training	1,105.22	2,875.00	18,155.67	34,500.00	16,344.33	52.62%
5240 Vehicle Expense	25,126.37	14,791.66	115,619.88	177,500.00	61,880.12	65.13%
5245 Fuel Expenses	20,028.70	21,666.66	161,472.07	260,000.00	98,527.93	62.10%
5250 Volunteers	0.00	125.00	0.00	1,500.00	1,500.00	0.00%
5260 Postage	124.70	125.00	624.70	1,500.00	875.30	41.64%
5270 Mgmt/Labor Recreation Fund	0.00	197.25	1,260.96	2,367.00	1,106.04	53.27%
5280 Transit & Visitor Center Lease	700.00	700.00	4,900.00	8,400.00	3,500.00	58.33%
5285 Transit & Visitor Center Maint	1,078.95	1,250.00	7,518.08	15,000.00	7,481.92	50.12%
5290 General Operating Cont.	0.00	2,916.67	0.00	35,000.00	35,000.00	0.00%
5300 Property Operating Expenses	1,852.76	2,083.33	9,730.29	25,000.00	15,269.71	38.92%
5330 Flex Lease: Fees	0.00	83.33	320.00	1,000.00	680.00	32.00%
5340 Property Maint. & Repair	1,009.62	833.33	10,828.15	10,000.00	(828.15)	108.28%
5346 Operations Facility Maint.	75.33	208.33	1,644.75	2,500.00	855.25	65.79%
Total Materials and Services	164,786.00	82,218.06	611,264.19	1,016,117.00	404,852.81	60.16%
Special Payments						
5200 STF Payments to Recipients	4,788.00	300.00	14,364.00	19,152.00	4,788.00	75.00%

Monthly BOD Report w/YTD Budget & Variance

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Tillamook County Transportation District
Financial Statement

From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
Total Special Payments	4,788.00	300.00	14,364.00	19,152.00	4,788.00	75.00%
Transfers						
Transfer to LGIP 5931	9100	0.00	75,000.00	0.00	(75,000.00)	0.00%
Transfer to General Fund	9130	0.00	3,000.00	71,683.00	68,683.00	4.18%
Transfer to Vehicle Reserve	9150	0.00	1,000.00	10,000.00	9,000.00	10.00%
Transfer to NWOTA Fund	9160	0.00	12,000.00	12,000.00	0.00	100.00%
Reserve for Future Expenditure	9175	0.00	0.00	624,750.00	624,750.00	0.00%
Unappropriated Ending Fund Bal	9180	0.00	0.00	810,087.00	810,087.00	0.00%
Total Transfers		0.00	91,000.00	1,528,520.00	1,437,520.00	5.95%
Capital Outlay						
Debt Service						
Flex Lease: Principal	5310	0.00	50,000.00	45,000.00	(5,000.00)	111.11%
Flex Lease: Interest	5320	0.00	4,400.00	15,000.00	10,600.00	29.33%
PUD Loan Expense	5325	602.58	4,217.53	7,500.00	3,282.47	56.23%
OTIB Debt Service	5338	0.00	16,435.32	29,591.00	13,155.68	55.54%
Total Debt Service		602.58	75,052.85	97,091.00	22,038.15	77.30%
Capital Purchases						
Building Repair & Renovation	5350	3,021.92	7,326.87	39,000.00	31,673.13	18.78%
Bus Replacement/Addition	6000	0.00	0.00	835,000.00	835,000.00	0.00%
Computer Upgrade	6020	0.00	17,469.38	5,000.00	(12,469.38)	349.38%
Fuel Cell Triangulation Point	6021	0.00	0.00	6,000.00	6,000.00	0.00%
Bus Stop Signage/Shelters	6040	0.00	5,726.46	45,000.00	39,273.54	12.72%
Total Capital Purchases		3,021.92	30,522.71	930,000.00	899,477.29	3.28%
Total Capital Outlay		3,624.50	105,575.56	1,027,091.00	921,515.44	10.28%
Total Expenses		310,952.33	1,908,031.27	5,611,430.00	3,703,398.73	34.00%

Monthly BOD Report w/YTD Budget & Variance
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Tillamook County Transportation District
Financial Statement (NW Rides)
 From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
Resources						
NWR Startup	0.00	0.00	206,000.00	206,000.00	0.00	100.00%
NWR Revenue	274,073.53	0.00	1,644,030.41	3,060,000.00	(1,415,969.59)	53.72%
Miscellaneous Income	0.00	0.00	0.00	5,000.00	(5,000.00)	0.00%
Total Resources	274,073.53	0.00	1,850,030.41	3,271,000.00	(1,420,969.59)	56.56%
Expenses						
Personnel Services						
Payroll: Administration	20,345.20	0.00	115,867.12	379,425.00	263,557.88	30.53%
Payroll: Indirect	0.00	0.00	0.00	10,575.00	10,575.00	0.00%
Payroll Taxes	2,094.65	0.00	38,710.22	30,000.00	(8,710.22)	129.03%
Payroll Healthcare	7,002.61	0.00	7,002.61	0.00	(7,002.61)	0.00%
Payroll Retirement	380.87	0.00	380.87	0.00	(380.87)	0.00%
Payroll Veba	384.47	0.00	384.47	0.00	(384.47)	0.00%
Total Personnel Services	30,207.80	0.00	162,345.29	420,000.00	257,654.71	38.65%
Materials and Services						
Professional Services	0.00	0.00	13,242.00	25,000.00	11,758.00	52.96%
Dues & Subscriptions	0.00	0.00	0.00	2,100.00	2,100.00	0.00%
Office Equipment R&R	225.22	0.00	1,201.10	2,400.00	1,198.90	50.04%
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	1,313.89	0.00	3,339.56	15,000.00	11,660.44	22.26%
Operational Expenses	124.89	0.00	124.89	2,500.00	2,375.11	4.99%
Telephone Expense	1,331.45	0.00	8,975.90	20,000.00	11,024.10	44.87%

Monthly BOD Report w/YTD Budget & Variance

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Tillamook County Transportation District

Financial Statement

From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
Travel & Training	5220 98.95	0.00	1,741.20	9,000.00	7,258.80	19.34%
Postage	5260 0.00	0.00	400.00	5,000.00	4,600.00	8.00%
Purchased Transportation	5265 42,517.51	0.00	1,319,243.50	2,375,880.00	1,056,636.50	55.52%
Member Mileage Reimbursement	5266 0.00	0.00	99,975.50	45,000.00	(54,975.50)	222.16%
Volunteer Mileage Reimburse	5267 25,225.22	0.00	202,606.56	80,000.00	(122,606.56)	253.25%
Office Rent	5281 400.00	0.00	2,000.00	4,800.00	2,800.00	41.66%
Property Operating Expenses	5300 86.11	0.00	388.15	900.00	511.85	43.12%
Total Materials and Services	71,323.24	0.00	1,653,238.36	2,615,000.00	961,761.64	63.22%
Capital Outlay						
Capital Purchases						
Computer Upgrade	6020 0.00	0.00	3,461.96	20,000.00	16,538.04	17.30%
Ecolane Investment	6022 0.00	0.00	206,000.00	206,000.00	0.00	100.00%
Office Furnishings	6030 0.00	0.00	9,032.35	10,000.00	967.65	90.32%
Total Capital Purchases	0.00	0.00	218,494.31	236,000.00	17,505.69	92.58%
Total Capital Outlay	0.00	0.00	218,494.31	236,000.00	17,505.69	92.58%
Total Expenses	101,531.04	0.00	2,034,077.96	3,271,000.00	1,236,922.04	62.19%

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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
14086	1/4/2019	1,728.00	CHRISSY'S CLEANING SERVICE	janitorial
14087	1/4/2019	100.00	24/7 TRUCK AND AUTO SERVICE	bus 27 engine scan
14087	1/4/2019	32.00	24/7 TRUCK AND AUTO SERVICE	BUS 103 ENGINE LIGHT
14088	1/4/2019	236.00	ALL STARR SIGNS	schedules
14089	1/4/2019	228.94	ALSCO - Portland Linen	MATT SERVICE
14090	1/4/2019	128.12	BIO-MED TESTING SERVICE, INC.	bio med training for helen romero
14090	1/4/2019	(128.12)	BIO-MED TESTING SERVICE, INC.	bio med training for helen romero
14091	1/4/2019	93.74	BRENT OLSON	DROP OFF VAN 106 WILSONVILLE
14091	1/4/2019	148.19	BRENT OLSON	EMPLOYEE MEETINGS/APPRECIAT
14091	1/4/2019	109.62	BRENT OLSON	MILEAGE TO SALEM BUS 303
14092	1/4/2019	83.30	CAR CARE SPECIALISTS, INC.	DEF
14093	1/4/2019	900.00	Care Inc.	Q7 STF
14094	1/4/2019	83.30	Carquest Auto Parts	DEF
14094	1/4/2019	57.56	Carquest Auto Parts	VEHICLE EXPENSE
14095	1/4/2019	700.00	City Of Tillamook	TRANSIT CENTER LEASE
14096	1/4/2019	210.79	CLAYTON NORRBOM	MILEAGE TO SALEM
14097	1/4/2019	138.09	COMCAST	COMCAST - TELEPHONE SALEM OI
14098	1/4/2019	(107.00)	O'REILLY AUTOMOTIVE STORES	CREDIT - RETURN
14098	1/4/2019	9.58	O'REILLY AUTOMOTIVE STORES	supplies - toggle switch
14098	1/4/2019	9.99	O'REILLY AUTOMOTIVE STORES	supplies
14098	1/4/2019	135.00	O'REILLY AUTOMOTIVE STORES	supplies - towels
14099	1/4/2019	65.00	CENTURYLINK	TELEPHONE
14100	1/4/2019	374.34	FleetPride, Inc.	SHOP INVENTORY
14101	1/4/2019	50.00	Gary A. Hanenkrat	12202018 BOARD MEETING
14102	1/4/2019	462.00	INNOVA LEGAL ADVISORS	LEGAL
14103	1/4/2019	50.00	JACKIE EDWARDS	12202018 BOARD MEETING
14104	1/4/2019	50.00	JIM HUFFMAN	12202018 BOARD MEETING
14105	1/4/2019	50.00	JUDY RIGGS	12202018 BOARD MEETING
14106	1/4/2019	2,000.00	KITTELSON & ASSOCIATES, INC.	TRANSIT SCHEDULE BROCHURE
14107	1/4/2019	506.72	LES SCHWAB WAREHOUSE CENTER	BUS 30 TIRES
14108	1/4/2019	3,888.00	Marie Mills Center, Inc	Q7 STF
14109	1/4/2019	50.00	MARTY HOLM	122018 BOARD MEETING
14110	1/4/2019	50.00	MELISSA CARLSON-SWANSON	12202018 BOARD MEETING
14111	1/4/2019	100.00	North Coast Lawn	janitorial
14112	1/4/2019	142.85	DAVISON AUTO PARTS, INC.	VEHICLE EXPENSE
14113	1/4/2019	362.28	PETERSON TRUCKS INC	BUS 18 MAINTENANCE
14113	1/4/2019	30.15	PETERSON TRUCKS INC	BUS 18 MAINTENANCE
14114	1/4/2019	1,031.39	PETROCARD INC.	FUEL
14115	1/4/2019	64.31	ROBERT SOUTHWICK	MILEAGE
14116	1/4/2019	115.54	ROGER SAUCEDO	MILEAGE
14116	1/4/2019	57.77	ROGER SAUCEDO	MILEAGE
14116	1/4/2019	57.77	ROGER SAUCEDO	MILEAGE
14117	1/4/2019	70.99	Rosenberg Builders Supply	SHOP SUPPLIES & BLDG MAINT.
14118	1/4/2019	17,848.86	Sheldon Oil Distributors	FUEL
14119	1/4/2019	53.59	Tillamook Motor Co.	LUBE AND OIL
14120	1/4/2019	48.00	TILLAMOOK COUNTY SHOPPER, LLC	MEETING NOTICE
14121	1/4/2019	480.00	TRANSPORT WISDOM, LTD	CDL TESTING
14122	1/4/2019	1,610.80	CARDMEMBER SERVICE	card charges
14123	1/4/2019	144.00	WEST COAST EXHAUST	BUS 29 OIL CHANGE
14123	1/4/2019	72.00	WEST COAST EXHAUST	BUS 300 DIAGNOSE
14123	1/4/2019	172.12	WEST COAST EXHAUST	BUS 34 EXHAUST TUBE
14124	1/4/2019	275.10	Western Bus Sales	BUS 200 MAINTENANCE
14125	1/10/2019	280.00	Burden's Muffler & Towing	tow
14126	1/10/2019	1,045.97	Carquest Auto Parts	vehicle expense
14127	1/10/2019	505.00	Coast Printing & Stationery	grand ronde connect bus schedule
14128	1/10/2019	7,877.52	Columbia Pacific Economic	NWOTA ADMIN
14129	1/10/2019	95.00	ERIN RYAN	CDL

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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
14130	1/10/2019	423.51	Fred Meyer Customer Charges	fred meyer card charges
14131	1/10/2019	921.01	Marie Mills Center, Inc	JANITORIAL @ TRANSIT CENTER
14132	1/10/2019	41.58	DAVISON AUTO PARTS, INC.	wiring supplies
14133	1/10/2019	4,736.72	NORTHSIDE FORD	bus 32 engine work
14134	1/10/2019	376.57	VERIZON	verizon tablet data
14135	1/17/2019	128.12	City Of Tillamook	reimburse city for bio med training
14136	1/24/2019	227.32	24/7 TRUCK AND AUTO SERVICE	BUS 201 BLOWER MOTOR
14136	1/24/2019	200.00	24/7 TRUCK AND AUTO SERVICE	BUS 18
14137	1/24/2019	124.25	Batteries Northwest	BATTERIES
14138	1/24/2019	100.00	BIO-MED TESTING SERVICE, INC.	random drug screens
14139	1/24/2019	96.28	BRENT OLSON	MILEAGE TO PICK UP BUS 107
14139	1/24/2019	104.40	BRENT OLSON	MILEAGE/BUS 29,303 AND 103
14140	1/24/2019	592.50	Bullard Law, P.C.	legal
14141	1/24/2019	2,592.00	CHRISSY'S CLEANING SERVICE	JANITORIAL BLDG/BUS CLEANING
14142	1/24/2019	106.14	CLAYTON NORRBOM	MILEAGE TO SALEM DELIVER KEYS/PAPERWORK
14143	1/24/2019	850.00	CoastCom, Inc.	TELEPHONE
14144	1/24/2019	192.20	COUNTRY MEDIA	ADVERTISING
14144	1/24/2019	204.60	COUNTRY MEDIA	ADVERTISING
14144	1/24/2019	93.65	COUNTRY MEDIA	ADVERTISING
14144	1/24/2019	100.00	COUNTRY MEDIA	ADVERTISING
14144	1/24/2019	120.90	COUNTRY MEDIA	ADVERTISING
14144	1/24/2019	100.00	COUNTRY MEDIA	ADVERTISING
14145	1/24/2019	124.11	CRYSTAL AND SIERRA SPRINGS	WATER
14146	1/24/2019	50.03	Dish	DISH
14147	1/24/2019	3,580.60	Fred Meyer Customer Charges	CARD CHARGES
14148	1/24/2019	50.00	Gary A. Hanenkrat	BOARD MEETING 01172019
14149	1/24/2019	3,000.00	GenXsys Solutions, LLC	COMPUTER SUPPORT
14149	1/24/2019	293.00	GenXsys Solutions, LLC	LICENSE
14150	1/24/2019	50.00	JACKIE EDWARDS	BOARD MEETING 01172019
14151	1/24/2019	50.00	JERRY BOND	REIMBURSE FOR EXHAUST STUD LABOR TO DIETER PRISS
14152	1/24/2019	50.00	JIM HUFFMAN	BOARD MEETING 01172019
14153	1/24/2019	50.00	JUDY RIGGS	BOARD MEETING 01172019
14154	1/24/2019	275.00	KDEP-FM/KTIL-FM/KTIL-AM	ADVERTISING
14155	1/24/2019	50.00	MARTY HOLM	BOARD MEETING 01172019
14156	1/24/2019	50.00	MELISSA CARLSON-SWANSON	BOARD MEETING 01172019
14157	1/24/2019	129.62	Office Depot Credit Plan	office supplies
14157	1/24/2019	55.94	Office Depot Credit Plan	OFFICE SUPPLIES
14157	1/24/2019	113.64	Office Depot Credit Plan	office suplies
14157	1/24/2019	125.15	Office Depot Credit Plan	office supplies
14157	1/24/2019	2.36	Office Depot Credit Plan	office supplies
14157	1/24/2019	34.37	Office Depot Credit Plan	office supplies
14158	1/24/2019	199.19	PETERSON TRUCKS INC	headlight
14159	1/24/2019	225.22	Pacific Office Automation	TCTD copier lease
14160	1/24/2019	460.00	SPECIAL DISTRICTS INS. SERVICE	SDAO conference Cathy & Tabatha
14161	1/24/2019	44.34	Tillamook PUD	LARGE BUS BARN
14161	1/24/2019	30.99	Tillamook PUD	SMALL BUS BARN
14162	1/24/2019	49.95	VANIR BROADBAND, INC.	INTERNET
14163	1/24/2019	46.20	Western Bus Sales	INVENTORY
14164	1/24/2019	1,014.41	PETROCARD INC.	FUEL
14165	1/24/2019	79,699.00	SPECIAL DISTRICTS INS. SERVICE	AUTO 2019 INSURANCE
Report Total		147,369.04		

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Payee
010419-01	1/4/2019	DANIELL F. AMAYA
010419-02	1/4/2019	DONALD C. ATTLEBERGER
010419-03	1/4/2019	SYLVIE G. BALLANCE
010419-04	1/4/2019	LAURA M. BEELER
010419-05	1/4/2019	JEREMY J. BELLANTE
010419-06	1/4/2019	TERRA L. BUCHANAN
010419-07	1/4/2019	JOHN P. CLINE
010419-08	1/4/2019	CLIFFORD R. DERRICK
010419-09	1/4/2019	RICHARD A. DIETZ
010419-10	1/4/2019	STEPHANIE R. FOX
010419-11	1/4/2019	KARRI L. HOOKER
010419-12	1/4/2019	JULIENE J. HOOTER
010419-13	1/4/2019	TOMMIE L. HUFFMAN
010419-14	1/4/2019	ROBERT R. KENNEY
010419-15	1/4/2019	ALAN A. KERN
010419-16	1/4/2019	MICHAEL J. LOWENSTEIN
010419-17	1/4/2019	JOHN C. MAGNANO
010419-18	1/4/2019	TYLER J. MARSHALL
010419-19	1/4/2019	TONY E. MARTINEZ
010419-20	1/4/2019	CHRISTOPHER A. MOTLEY
010419-21	1/4/2019	ALLAN G. NEWCOMB
010419-22	1/4/2019	CLAYTON T. NORRBOM
010419-23	1/4/2019	PAUL J. NORTON
010419-24	1/4/2019	BRENT K. OLSON
010419-25	1/4/2019	JAMES M. PALMER
010419-26	1/4/2019	GARY R. PETERSON
010419-27	1/4/2019	DOUGLAS W. PILANT
010419-28	1/4/2019	RONALD G. PIMENTEL
010419-29	1/4/2019	LAWRENCE A. QUINTAL SR.
010419-30	1/4/2019	VERNON L. RESSLER
010419-31	1/4/2019	STEPHANIE A. RODRIGUEZ
010419-32	1/4/2019	GWENDOLYN J. RUSSELL
010419-33	1/4/2019	ERIN L. RYAN
010419-34	1/4/2019	ROBERT W. RYAN
010419-35	1/4/2019	ROGER SAUCEDO
010419-36	1/4/2019	STEVE H. SCHWABE
010419-37	1/4/2019	KATHLEEN E. SCHWABE
010419-38	1/4/2019	ROBERT E. SOUTHWICK
010419-39	1/4/2019	MARK A. STRICKER
010419-40	1/4/2019	MICHAEL P. THOMPSON
010419-41	1/4/2019	TABATHA R. WELCH
010419-42	1/4/2019	DAVID T. WHEELER
010419-43	1/4/2019	CLYDE C. ZELLER
011819-01	1/18/2019	DANIELL F. AMAYA
011819-02	1/18/2019	DONALD C. ATTLEBERGER
011819-03	1/18/2019	SYLVIE G. BALLANCE
011819-04	1/18/2019	LAURA M. BEELER
011819-05	1/18/2019	JEREMY J. BELLANTE
011819-06	1/18/2019	TERRA L. BUCHANAN
011819-07	1/18/2019	JOHN P. CLINE
011819-08	1/18/2019	CLIFFORD R. DERRICK
011819-09	1/18/2019	RICHARD A. DIETZ
011819-10	1/18/2019	KARRI L. HOOKER
011819-11	1/18/2019	JULIENE J. HOOTER
011819-12	1/18/2019	TOMMIE L. HUFFMAN
011819-13	1/18/2019	ROBERT R. KENNEY
011819-14	1/18/2019	ALAN A. KERN

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Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Payee
011819-15	1/18/2019	MICHAEL J. LOWENSTEIN
011819-16	1/18/2019	JOHN C. MAGNANO
011819-17	1/18/2019	TYLER J. MARSHALL
011819-18	1/18/2019	TONY E. MARTINEZ
011819-19	1/18/2019	CHRISTOPHER MOTLEY
011819-20	1/18/2019	ALLAN G. NEWCOMB
011819-21	1/18/2019	CLAYTON T. NORRBOM
011819-22	1/18/2019	PAUL J. NORTON
011819-23	1/18/2019	BRENT K. OLSON
011819-24	1/18/2019	JAMES M. PALMER
011819-25	1/18/2019	GARY R. PETERSON
011819-26	1/18/2019	DOUGLAS W. PILANT
011819-27	1/18/2019	RONALD G. PIMENTEL
011819-28	1/18/2019	LAWRENCE A. QUINTAL
011819-29	1/18/2019	VERNON L. RESSLER
011819-31	1/18/2019	GWENDOLYN J. RUSSELL
011819-32	1/18/2019	ERIN L. RYAN
011819-33	1/18/2019	ROBERT W. RYAN
011819-34	1/18/2019	ROGER SAUCEDO
011819-35	1/18/2019	STEVE H. SCHWABE
011819-36	1/18/2019	KATHLEEN E. SCHWABE
011819-37	1/18/2019	ROBERT E. SOUTHWICK
011819-38	1/18/2019	MARK A. STRICKER
011819-39	1/18/2019	MICHAEL P. THOMPSON
011819-40	1/18/2019	TABATHA R. WELCH
011819-41	1/18/2019	DAVID T. WHEELER
011819-42	1/18/2019	CLYDE C. ZELLER
5439	1/4/2019	DONALD M. ANDERSON
5440	1/4/2019	ALFRED BARRAGAN
5441	1/4/2019	JERRY D. BOND
5442	1/4/2019	CATHRYN L. BOND
5443	1/4/2019	ERIK C. PETERSON
5444	1/4/2019	PEGGY PETERSON
5445	1/4/2019	RICK A. ROGERS
5446	1/4/2019	LEONARD W. STITT
5447	1/3/2019	STEPHANIE A. RODRIGUEZ
5448	1/3/2019	OREGON DEPART OF REV OTC
5449	1/3/2019	PACIFIC SOURCE
5450	1/8/2019	HRA VEBA TRUST
5451	1/8/2019	UNITED FINANCE
5452	1/18/2019	DONALD M. ANDERSON
5453	1/18/2019	ALFRED BARRAGAN
5454	1/18/2019	JERRY D. BOND
5455	1/18/2019	CATHRYN L. BOND
5456	1/18/2019	JAMES P. BROWN
5457	1/18/2019	PEGGY PETERSON
5458	1/18/2019	ERIK C. PETERSON
5459	1/18/2019	RICK A. ROGERS
5460	1/18/2019	LEONARD W. STITT
5461	1/18/2019	STEPHANIE R. FOX
5462	1/18/2019	MIKE LOWENSTEIN
5463	1/18/2019	Stephanie Rodriguez
5464	1/18/2019	HRA VEBA TRUST
5465	1/18/2019	ATU LOCAL #757
5466	1/18/2019	UNITED FINANCE

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Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 1/1/2019 Through 1/31/2019

<u>Document Number</u>	<u>Document Date</u>	<u>Payee</u>
5467	1/24/2019	SPECIAL DISTRICTS INS. SERVICE

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1702	1/4/2019	332.00	COLUMBIA COUNTY RIDER	nwr transportation
1702	1/4/2019	142.00	COLUMBIA COUNTY RIDER	nwr transportation
1702	1/4/2019	142.00	COLUMBIA COUNTY RIDER	nwr transportation
1702	1/4/2019	87.00	COLUMBIA COUNTY RIDER	nwr transportation
1703	1/4/2019	2,276.76	HOT SHOT TRANSPROTATION	nwr transportation
1704	1/4/2019	9,023.94	K & M MEDIVAN	nwr transportation
1704	1/4/2019	8,131.64	K & M MEDIVAN	nwr provider transportation
1705	1/4/2019	139.50	LEO WALDRON	nwr reimbursements
1706	1/4/2019	2,944.50	METRO WEST	nwr transportation
1707	1/4/2019	6,115.33	RYANS TRANSPORTATION SERVICE	nwr provider transportation
1708	1/4/2019	1,100.00	SUNSET EMPIRE TRANSIT	nwr tranportation
1708	1/4/2019	980.00	SUNSET EMPIRE TRANSIT	nwr transportation
1708	1/4/2019	1,080.00	SUNSET EMPIRE TRANSIT	nwr transportation
1709	1/4/2019	59.24	CENTURYLINK	TELEPHONE
1710	1/4/2019	200.00	CARDMEMBER SERVICE	card charges
1711	1/9/2019	3,628.92	AAA RIDE ASSIST	nwr provider transportation
1712	1/9/2019	10,110.11	K & M MEDIVAN	nwr provider transportation
1713	1/9/2019	7,790.14	RYANS TRANSPORTATION SERVICE	nwr provider transportation
1713	1/9/2019	7,697.40	RYANS TRANSPORTATION SERVICE	nwr provider transportation
1714	1/9/2019	1,000.00	SUNSET EMPIRE TRANSIT	nwr provider transportation
1715	1/9/2019	13,082.62	TILLAMOOK CNTY TRANS. DIST.	nwr payroll 120718
1715	1/9/2019	10,993.67	TILLAMOOK CNTY TRANS. DIST.	122118 nwr payroll
1715	1/9/2019	483.21	TILLAMOOK CNTY TRANS. DIST.	RENT AND UTILITIES
1716	1/9/2019	16,847.20	WAPATO SHORES	nwr provider transportation
1717	1/9/2019	11,659.55	TILLAMOOK CNTY TRANS. DIST.	010419 nwr payroll
1717	1/9/2019	6,177.25	TILLAMOOK CNTY TRANS. DIST.	nwr benefits
1718	1/10/2019	5,358.64	AAA RIDE ASSIST	nwr 12 2018
1718	1/10/2019	2,506.32	AAA RIDE ASSIST	nwr 12 2018
1718	1/10/2019	2,038.10	AAA RIDE ASSIST	nwr 12 2018
1718	1/10/2019	2,415.48	AAA RIDE ASSIST	nwr 12 2018
1718	1/10/2019	1,994.16	AAA RIDE ASSIST	nwr 12 2018
1719	1/10/2019	4,489.40	COLUMBIA COUNTY RIDER	nwr 12 2018
1719	1/10/2019	3,228.40	COLUMBIA COUNTY RIDER	nwr 12 2018
1719	1/10/2019	3,105.00	COLUMBIA COUNTY RIDER	nwr 12 2018
1720	1/10/2019	585.00	COMMUNITY AMBULANCE	nwr 12 2018
1721	1/10/2019	177.77	Fred Meyer Customer Charges	fred meyer card charges
1722	1/10/2019	1,901.02	HOT SHOT TRANSPROTATION	nwr 12 2018
1723	1/10/2019	12,391.86	K & M MEDIVAN	nwr 12 2018
1723	1/10/2019	10,059.34	K & M MEDIVAN	nwr 12 2018
1724	1/10/2019	3,462.62	METRO WEST	nwr 12 2018
1725	1/10/2019	9,737.35	RYANS TRANSPORTATION SERVICE	nwr 12 2018
1725	1/10/2019	9,349.60	RYANS TRANSPORTATION SERVICE	nwr 12 2018
1725	1/10/2019	7,487.00	RYANS TRANSPORTATION SERVICE	nwr 12 2018
1725	1/10/2019	1,668.68	RYANS TRANSPORTATION SERVICE	nwr 12 2018
1726	1/10/2019	1,513.00	SUNSET EMPIRE TRANSIT	nwr 12 2018
1726	1/10/2019	534.00	SUNSET EMPIRE TRANSIT	nwr 12 2018
1727	1/10/2019	9,879.50	TILLAMOOK CNTY TRANS. DIST.	nwr 12 2018
1727	1/10/2019	10,388.75	TILLAMOOK CNTY TRANS. DIST.	nwr 12 2018
1728	1/10/2019	17,427.90	WAPATO SHORES	nwr 12 2018
1728	1/10/2019	14,019.90	WAPATO SHORES	nwr 12 2018
1729	1/17/2019	2,102.38	ALFREDO EVANGELISTA	volunteer mileage
1730	1/17/2019	1,523.26	ALICE CONLEY	volunteer mileage
1731	1/17/2019	661.50	AMBERLY CAMPBELL	NWR volunteer mileage
1732	1/17/2019	14.50	ANGELA WHITING	NWR volunteer mileage
1733	1/17/2019	31.50	BRENDA BANISTER	NWR volunteer mileage
1734	1/17/2019	761.37	BRENDA PARKER	volunteer mileage
1735	1/17/2019	119.75	CHRIS DOUBARATZIS	NWR volunteer mileage

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Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
1736	1/17/2019	381.73	CHRISTA HALL	volunteer mieage
1737	1/17/2019	36.50	CHRISTINA SMITH	NWR volunteer mileage
1738	1/17/2019	12.50	CODY WINNINGHAM	NWR volunteer mileage
1739	1/17/2019	250.00	COLUMBIA COUNTY RIDER	NWR
1739	1/17/2019	142.00	COLUMBIA COUNTY RIDER	NWR
1739	1/17/2019	60.00	COLUMBIA COUNTY RIDER	NWR
1739	1/17/2019	60.00	COLUMBIA COUNTY RIDER	NWR
1739	1/17/2019	24.00	COLUMBIA COUNTY RIDER	NWR
1740	1/17/2019	25.00	CORRINA KINKADE	NWR volunteer mileage
1741	1/17/2019	46.50	DAVID BROWN	NWR volunteer mileage
1742	1/17/2019	32.50	DEBRA CLEGHORN	NWR volunteer mileage
1743	1/17/2019	30.50	DELTA LACEY	NWR volunteer mileage
1744	1/17/2019	33.50	DUWAYNE TRULSON	NWR volunteer mileage
1745	1/17/2019	37.50	HEIDI MEYER	NWR volunteer mileage
1746	1/17/2019	1,692.46	JANNA SMITH	volunteer mileage
1747	1/17/2019	15.00	JENNY NICKLEY	NWR volunteer mileage
1748	1/17/2019	30.00	JOEL WARNER	NWR volunteer mileage
1749	1/17/2019	57.00	JOHN FINEL	NWR volunteer mileage
1750	1/17/2019	975.39	JOY WINKELHAKE	volunteer mileage
1751	1/17/2019	82.50	JULIANNE DEMARCO	NWR volunteer mileage
1752	1/17/2019	800.34	LEANN CHUINARD	volunteer mileage
1753	1/17/2019	36.00	LESLIE DAY	NWR volunteer mileage
1754	1/17/2019	31.00	LOUISE CRAWFORD	NWR volunteer mileage
1755	1/17/2019	27.50	MARY CAIN	NWR volunteer mileage
1756	1/17/2019	29.00	PATRICK CHIODO	NWR volunteer mileage
1757	1/17/2019	66.50	RENEE SWARTZ	NWR volunteer mileage
1758	1/17/2019	36.00	RICHARD CLEGHORN	NWR volunteer mileage
1759	1/17/2019	1,590.71	SEAN REKART	volunteer mileage
1760	1/17/2019	74.00	SUSAN PARK	NWR volunteer mileage
1761	1/17/2019	174.00	THEODORE WRIGHT	NWR volunteer mileage
1762	1/17/2019	47.25	THERESA FLEMING	NWR volunteer mileage
1763	1/17/2019	96.23	VAL HOLYOAK	volunteer mileage
1764	1/17/2019	1,736.28	WILLIAM NERENBERG	volunteer mileage
1765	1/18/2019	10,860.86	TILLAMOOK CNTY TRANS. DIST.	nwr payroll 01182019
1766	1/23/2019	6,829.60	MEDIX AMBULANCE	NWR
1766	1/23/2019	4,899.00	MEDIX AMBULANCE	NWR
1766	1/23/2019	3,445.20	MEDIX AMBULANCE	NWR
1766	1/23/2019	5,909.40	MEDIX AMBULANCE	NWR
1767	1/24/2019	81.20	BRENT OLSON	MILEAGE TO ASTORIA - NWR
1768	1/24/2019	1,271.93	CoastCom, Inc.	TELEPHONE
1769	1/24/2019	1,494.60	ELLIOTT'S MEDICAL TRANSPORT	nwr provider transportation
1769	1/24/2019	582.60	ELLIOTT'S MEDICAL TRANSPORT	nwr provider transportation
1770	1/24/2019	124.89	Fred Meyer Customer Charges	CARD CHARGES
1771	1/24/2019	1,430.60	HOT SHOT TRANSPROTATION	nwr provider transportation
1771	1/24/2019	10,554.30	HOT SHOT TRANSPROTATION	NWR
1772	1/24/2019	225.22	Pacific Office Automation	nwr copier lease
1773	1/24/2019	1,120.00	SUNSET EMPIRE TRANSIT	NWR
1774	1/24/2019	486.11	TILLAMOOK CNTY TRANS. DIST.	RENT AND UTILITIES

Report Total 321,241.93

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Tillamook County Transportation District

Check/Voucher Register

1011 - Prop. Mgmt. Checking

From 1/1/2019 Through 1/31/2019

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
4168	1/4/2019	120.00	CHRISSY'S CLEANING SERVICE	janitorial
4169	1/4/2019	401.59	City Of Tillamook	WATER & SEWER
4170	1/4/2019	2,713.07	COMPLETE HOME MAINTENANCE	BUILDING MAINTENANCE
4170	1/4/2019	1,546.00	COMPLETE HOME MAINTENANCE	BUILDING MAINTENANCE
4171	1/4/2019	253.53	JNB MECHANICAL, INC.	REPLACING FILTERS
4172	1/4/2019	388.00	North Coast Lawn	janitorial
4173	1/4/2019	81.92	Rosenberg Builders Supply	SHOP SUPPLIES & BLDG MAINT.
4174	1/10/2019	494.76	Marie Mills Center, Inc	JANITORIAL 3RD STREET
4175	1/10/2019	158.75	CITY SANITARY SERVICE	garbage
4176	1/24/2019	177.45	BOB CHRISTENSEN'S PLUMBING	PLUMBING
4176	1/24/2019	131.40	BOB CHRISTENSEN'S PLUMBING	FLUSH VALVE PARTS- PLUMBING
4177	1/24/2019	300.00	CHRISSY'S CLEANING SERVICE	JANITORIAL BLDG/BUS CLEANING
4178	1/24/2019	<u>1,983.26</u>	Tillamook PUD	ELECTRIC AND LOAN
Report Total		<u>8,749.73</u>		

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FRED MEYER CARD CHARGES			
Date	Vendor	Description of Transaction	Amount
		DOUG PILANT CARD #1	
1/13/2019	FRED MEYER	WATER FOR BOARD ROOM	\$ 8.08
			\$ 8.08
		BRENT OLSON CARD #3	
		CATHY BOND CARD #4	
01/10/19	FRED MEYER	NWR - COFFEE	\$ 56.92
01/10/19	FRED MEYER	MEETING MEALS/NWOTA & BOARD	\$ 178.58
01/17/19	FRED MEYER	MEETING MEALS - BOARD	\$ 61.88
01/23/19	FRED MEYER	MEETING MEALS-UNION NEGOTIATIONS	\$ 160.66
01/24/19	FRED MEYER	MEETING MEALS-STF	\$ 112.75
02/01/19	FRED MEYER	NWR TRAINING - MEALS	\$ 103.24
			\$ 674.03
		CLAYTON NORRBOM CARD # 6	
01/11/19	FRED MEYER	BUS CLEANING SUPPLIES	\$ 93.03
01/11/19	FRED MEYER	SALEM OFFICE SUPPLIES	\$ 24.98
02/01/19	FRED MEYER	BUS CLEANING SUPPLIES	\$ 83.07
			\$ 201.08
		Grand Total	\$ 883.19
APPROVAL		DATE	

UMPQUA BANK: CLOSING DATE 1/25/2019			
Date	Vendor	Description of Transaction	Amount
		DOUG PILANT	
1/8/2019	USPS	POSTAGE	\$ 100.00
1/22/2019	FRED MEYER	WATER	\$ 12.38
1/22/2019	KITTYS	MEALS/DOUG & GARY	\$ 33.50
			\$ 145.88
		CATHY BOND	
01/02/19	BIMART	SHOP SUPPLIES	\$ 41.01
01/03/19	LABOR LAW	POSTERS	\$ 64.90
01/04/19	RITAS FLORIST	EMPLOYEE RECOGNITION	\$ 58.94
01/04/19	IRON MTN	SHREDDING	\$ 65.68
01/07/19	ADOBE	SOFTWARE	\$ 24.99
01/18/19	YARD HOUSE	MEAL/TRAINING	\$ 33.00
01/18/19	CITY PARKING	PARKING/TRAINING	\$ 15.00
01/18/19	ENDICIA	POSTAGE NWR	\$ 9.95
01/07/19	RITAS FLORIST	CREDIT	\$ (58.94)
			\$ 254.53
		BRENT OLSON	
12/31/19	PANDA EXPRESS	MEALS/OPERATIONS	\$ 15.00
01/03/19	CUMMINS	SHOP SCAN TOOL MAINTENANCE	\$ 525.00
01/07/19	PILOT	MEALS/OPERATIONS	\$ 14.26
01/11/19	PANDA EXPRESS	MEALS/OPERATIONS NWR	\$ 7.80
01/24/19	MTCPRO	SOFTWARE	\$ 98.00
			\$ 660.06
		TABATHA WELCH	
12/26/19	USPS	POSTAGE	\$ 24.70
01/02/19	HR ANSWERS	TRAINING	\$ 150.00
01/02/19	HR SEMINAR	TRAINING	\$ 149.00
01/03/19	AATRIX	ABILA - W2 FILING	\$ 114.92
01/10/19	SAFEWAY	TABATHA & KATHIE COFFEE TRAINING	\$ 6.60
01/10/19	AATRIX	ABILA	\$ 3.43
01/17/19	SAFEWAY	OFFICE SUPPLIES/COFFEE	\$ 32.46
01/23/19	DELUXE CHECKS	NWR CHECKS	\$ 204.89
			\$ 686.00
		CLAYTON NORRBOM	
01/09/19	PAW RJ'S LOCK	KEYS & KEY CHAINS	\$ 17.80
01/15/19	COSTCO	BATTERIES	\$ 95.94
			\$ 113.74
		Charges total	\$ 1,860.21
		Grand Total	\$ 1,860.21
APPROVAL	DATE		

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January 2019 Statement

Open Date: 12/25/2018 Closing Date: 01/24/2019



Cardmember Service
TILLAMOOK CNTY TRANS (CPN 001469460)

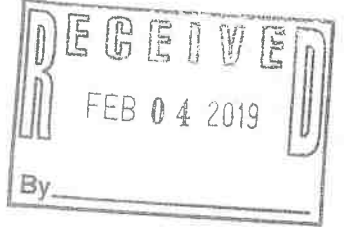
Account: 07790

Cardmember Service 1-866-552-8855
BUS 30 ELN 8 15

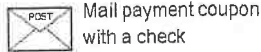
New Balance	\$1,860.21
Minimum Payment Due	\$19.00
Payment Due Date	02/22/2019

Reward Points	
Earned This Statement	1,976
Reward Center Balance as of 01/23/2019	21,627
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+	\$1,810.80
Payments	-	\$1,810.80 ^{CR}
Other Credits	-	\$58.94 ^{CR}
Purchases	+	\$1,919.15
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$1,860.21
Past Due		\$0.00
Minimum Payment Due		\$19.00
Credit Line		\$10,000.00
Available Credit		\$8,139.79
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



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

to pay by phone
to change your address

000008826 01 SP 000638996209030 P Y

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



00001860212

Account Number	07790
Payment Due Date	2/22/2019
New Balance	\$1,860.21
Minimum Payment Due	\$19.00

Amount Enclosed \$ _____

Cardmember Service

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



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Visa Business Rewards
Rewards Center Activity as of 01/23/2019

Rewards Center Activity*	0
Rewards Center Balance	21,627

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	1,744	1,744
Gas, Restaurants & Telecom Double Points	232	232
Total Earned	1,976	1,976

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					
01/08	01/07	4562	USPS POSTAGE ENDICIA.C 800-576-3279 CA	\$100.00	_____
01/22	01/19	0418	FRED M FUEL #9377 Q7 TILLAMOOK OR	\$12.38	_____
01/22	01/17	2995	KITTYS FOOD & SPIRITS TILLAMOOK OR	\$33.50	_____
			Total for Account	\$145.88	

Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Other Credits					
01/07	01/04	6382	RITAS FLORIST 8007419482 CA MERCHANDISE/SERVICE RETURN	\$58.94	CR _____
Purchases and Other Debits					
01/02	01/01	9639	BIMART 618 HILLSBORO HILLSBORO OR	\$41.01	_____

Continued on Next Page

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Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
01/03	01/02	3373	LABOR LAW COMPLIANCE C 800-8010597 TX	\$64.90	_____
01/04	01/03	5461	RITAS FLORIST RITASFLORIST. CA	\$58.94	_____
01/04	01/03	4030	IRON MOUNTAIN 800-934-3453 MA	\$65.68	_____
01/07	01/05	6957	ADOBE *ACROPRO SUBS 800-833-6687 CA	\$24.99	_____
01/18	01/16	0152	YARD HOUSE 0108345 PORTLAND OR	\$33.00	_____
01/18	01/16	5600	CTY CTR PARKNG 0610111 PORTLAND OR	\$15.00	_____
01/18	01/18	0377	ENDICIA FEES 650-321-2640 CA	\$9.95	_____
Total for Account				\$254.53	

Transactions WELCH, TABATHA Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
12/26	12/24	7685	USPS PO 4083680269 TILLAMOOK OR	\$24.70	_____
01/02	12/31	7067	PAYPAL *HR ANSWERS 402-935-7733 OR	\$150.00	_____
01/02	12/31	3384	FREDPRYOR CAREERTRACK 800-5563012 KS	\$149.00	_____
01/03	01/02	6360	AATRIX SOFTWARE 701-746-6814 ND	\$114.92	_____
01/10	01/08	0165	SAFEWAY #2723 TILLAMOOK OR	\$6.60	_____
01/10	01/09	4427	AATRIX SOFTWARE 701-746-6814 ND	\$3.43	_____
01/17	01/15	0339	SAFEWAY #2723 TILLAMOOK OR	\$32.46	_____
01/23	01/23	3820	DLX FOR SMALLBUSINESS 800-865-1913 MN	\$204.89	_____
Total for Account				\$686.00	

Transactions OLSON, BRENT Credit Limit \$3000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
12/31	12/28	1567	PANDA EXPRESS #1051 WILSONVILLE OR	\$15.00	_____
01/03	01/02	6977	CUMMINS PACIFIC 800-746-5757 CA	\$525.00	_____
01/07	01/04	8355	PILOT 00003863 BROOKS OR	\$14.26	_____
01/11	01/10	1024	PANDA EXPRESS 2736 WARRENTON OR	\$7.80	_____
01/24	01/23	9794	FS *www.mtcpro.com 877-3278914 CA	\$98.00	_____
Total for Account				\$660.06	

Transactions NORRBOM, CLAYTON Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/09	01/08	8418	PAW*RJ'S LOCK & KEY TILLAMOOK OR	\$17.80	_____

Continued on Next Page




Transactions NORRBOM, CLAYTON Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
01/15	01/14	6333	COSTCO WHSE #0068 SALEM OR	\$95.94	_____
			Total for Account	5675	\$113.74

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
01/10	01/10	8	PAYMENT THANK YOU	\$200.00CR	_____
01/10	01/10	8	PAYMENT THANK YOU	\$1,610.80CR	_____
			Total for Account	790	\$1,810.80CR

2019 Totals Year-to-Date	
Total Fees Charged in 2019	\$0.00
Total Interest Charged in 2019	\$0.00

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	14.49%	
**PURCHASES	\$1,860.21	\$0.00	YES	\$0.00	14.49%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	26.24%	

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Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

January 2019

RIDERSHIP BY SERVICE TYPE	JAN 2019	JAN 2018	YTD FY 18-19	YTD FY 17-18	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	991	809	6,207	5,491	13.0%
NW Rides	735	613	5,000	4,267	17.2%
Volunteer	0	333	50	1,836	-97.3%
Dial-A-Ride Total	1,726	1,755	11,257	11,594	-2.9%

<u>Deviated Fixed Route Service</u>					
Rt 1: Town Loop	3,848	3,083	26,352	27,114	-2.8%
Rt 2: Netarts/Oceanside	633	637	4,520	5,201	-13.1%
Rt 3: Manzanita/Cannon Beach	2,664	2,715	21,060	21,502	-2.1%
Rt 4: Lincoln City	1,065	693	8,698	6,656	30.7%
Local Fixed Rt Total	8,210	7,128	60,630	60,473	0.3%

<u>Inter City Service</u>					
Rt 5: Portland	717	696	6,282	6,233	0.8%
Rt 60X: Salem	775	603	6,374	3,541	80.0%
Rt 70X: Grand Ronde	436	696	3,625	696	420.8%
Inter City Total	1,928	1,995	16,281	10,470	55.5%

<u>Other Services</u>					
Tripper Routes	213	250	1,071	1,462	-26.7%
Special Bus Operations	4	14	1,146	751	52.6%
Other Services Total	217	264	2,217	2,213	0.2%

TOTAL ALL SERVICES	12,081	11,142	90,385	84,750	6.6%
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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)	6,068	276	48,916	45,279	8.0%
Senior/Disabled	3,405	1,381	35,032	32,884	6.5%
Child/Youth (less than 18 years of age)	881	69	6,437	6,587	-2.3%
Total	10,355	1,726	90,385	84,750	6.6%

OTHER RIDER CATEGORIES					
	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 18-19	FY 17-18	Change
Ride Connection	78		512	495	3.4%
Tillamook Bay Community College	435		1,733	1,388	24.9%
NWOTA Visitor Pass	58		1,018	737	38.1%
NW Rides		638	4,838	5,007	-3.4%
Helping Hands Shuttle		63	365	554	-34.1%

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MONTHLY PERFORMANCE

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

Jan-18	1.2	55.5%	69.06
Sep-18	1.3	58.9%	66.57
Oct-18	1.4	60.6%	66.67
Nov-18	1.4	61.7%	65.01
Jan-19	1.4	59.0%	67.79
STANDARD	1.3	65.3%	56.36

Deviated Fixed Routes

Jan-18	6.5	10.1%	71.29
Sep-18	6.1	9.9%	66.58
Oct-18	6.0	9.6%	66.69
Nov-18	5.9	9.4%	65.26
Jan-19	5.9	8.8%	68.79
STANDARD	7.0	12.4%	64.60

Intercity Services

Jan-18	2.8	26.7%	78.37
Sep-18	3.3	22.6%	76.25
Oct-18	3.3	22.4%	76.50
Nov-18	3.2	22.5%	74.85
Jan-19	3.1	20.3%	80.03
STANDARD	2.9	31.5%	72.86

Other Services

Jan-18	4.9	7.8%	58.38
Sep-18	5.9	4.6%	58.65
Oct-18	6.2	5.0%	58.55
Nov-18	6.0	5.1%	56.98
Jan-19	6.1	5.9%	58.49
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

**Tillamook County Transportation District
Actual FY 2018/2019**

Year-to-Date Statistics and Performance

	Thru Jan 2019		1/5/2019														
Router/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	Passngr/\$ Subsidy	Average Fare (\$)	Revenue/Service Hour (\$)	
<u>Dial-A-Ride Service</u>																	
Dial-A-Ride	17,495	6,207	2,389	2,902	33,542	20,911	89,640	5,146	29,724	145,421	60.87	2.6	12.0%	0.05	2.82	7.32	
NW Rides	308,964	5,000	5,729	6,984	128,026	79,816	214,941	12,339	78,897	385,993	67.38	0.9	80.0%	0.06	61.79	53.93	
Volunteer	62	50	53	58	787	491	2,089	19,221	662	22,462	426.55	0.9	0.3%	0.00	1.24	1.18	
Total DAR	326,521	11,257	8,171	9,944	162,355	101,217	306,671	36,705	109,282	553,876	67.79	1.4	59.0%	0.05	29.01	39.96	
<u>Deviated Route</u>																	
01 Town Loop	18,517	26,352	2,661	3,024	36,288	22,623	99,829	5,731	32,931	161,115	60.55	9.9	11.5%	0.18	0.70	6.96	
02 Netarts/Oceanside	4,560	4,520	1,401	1,886	30,870	19,245	52,554	3,017	19,221	94,037	67.14	3.2	4.8%	0.05	1.01	3.26	
03 Manzanita	25,563	21,060	3,833	4,200	99,456	62,004	143,803	8,255	54,995	269,057	70.20	5.5	9.5%	0.09	1.21	6.67	
04 Lincoln City	14,311	8,698	2,451	2,904	83,215	51,879	91,950	5,278	38,307	187,415	76.47	3.5	7.6%	0.05	1.65	5.84	
Total Deviated Route	62,951	60,630	10,345	12,014	249,829	155,752	388,137	22,281	145,455	711,624	68.79	5.9	8.8%	0.09	1.04	6.09	
<u>Intercity</u>																	
05 Portland	62,803	6,282	2,058	2,247	65,940	41,109	81,652	4,433	31,539	158,732	77.13	3.1	39.6%	0.07	10.00	30.52	
60X Salem	16,357	6,374	1,932	2,373	77,868	48,546	76,649	4,161	32,164	161,519	83.60	3.3	10.1%	0.04	2.57	8.47	
70X Grand Ronde	5,487	3,625	1,222	1,535	42,495	26,493	48,472	2,632	19,259	96,856	79.27	3.0	5.7%	0.04	1.51	4.49	
Total Intercity	84,648	16,281	5,212	6,155	186,303	116,148	206,773	11,226	82,961	417,108	80.03	3.1	20.3%	0.05	5.20	16.24	
<u>Other Services</u>																	
Trippers	690	1,071	125	265	1,078	672	4,671	268	1,441	7,052	56.64	8.6	9.8%	0.17	0.64	5.54	
Special Bus Operation	552	1,146	237	293	2,909	1,814	8,908	511	2,885	14,119	59.46	4.8	3.9%	0.08	0.48	2.32	
Total Other Services	1,242	2,217	362	558	3,987	2,486	13,580	780	4,326	21,171	58.49	6.1	5.9%	0.11	0.56	3.43	
Total TCTD Services	475,361	90,385	24,089	28,670	602,474	375,603	915,160	70,992	342,024	1,703,779	70.73	3.75	27.9%	0.07	5.26	19.73	

Total Mileage, Labor & Direct Cost 1,361,754 25.1%

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

Year-Over-Year Comparison

Route/Run	Thru Jan 2019			Thru Jan 2019			Thru Jan 2019			Thru Jan 2019			Thru Jan 2019			
	17/18 Fare Revenue	18/19 Fare Revenue	Amount Difference	Percent Difference	17/18 Passngs	18/19 Passngs	Amount Difference	Percent Difference	17/18 Service Hours	18/19 Service Hours	Amount Difference	Percent Difference	17/18 Total Cost	18/19 Total Cost	Amount Difference	Percent Difference
Dial-A-Ride Service																
Dial-A-Ride	57,095	17,495	-39,600	-69.4%	5,491	6,207	716	13.0%	3,028	2,389	-638	-21.1%	191,556	145,421	-46,136	-24.1%
NW Rides	273,720	308,964	35,244	12.9%	4,267	5,000	733	17.2%	5,286	5,729	443	8.4%	386,841	385,993	-849	-0.2%
Volunteer	29,930	62	-29,868	-99.8%	1,836	50	-1,786	-97.3%	1,102	53	-1,050	-95.2%	71,864	22,462	-49,402	-68.7%
Total DAR	360,745	326,521	-34,224	-9.5%	11,594	11,257	-337	-2.9%	9,415	8,171	-1,245	-13.2%	650,262	553,876	-96,386	-14.8%
Deviated Route																
01 Town Loop	20,948	18,517	-2,431	-11.6%	27,114	26,352	-762	-2.8%	2,675	2,661	-15	-0.5%	163,292	161,115	-2,177	-1.3%
02 Netarts/Oceanside	5,449	4,560	-889	-16.3%	5,201	4,520	-681	-13.1%	1,205	1,401	196	16.3%	86,266	94,037	7,771	9.0%
03 Manzanita	27,703	25,563	-2,140	-7.7%	21,502	21,060	-442	-2.1%	3,122	3,833	711	22.8%	230,219	269,057	38,839	16.9%
04 Lincoln City	13,125	14,311	1,186	9.0%	6,656	8,698	2,042	30.7%	2,370	2,451	81	3.4%	188,328	187,415	-913	-0.5%
Total Local Fixed Route	67,225	62,951	-4,274	-6.4%	60,473	60,630	157	0.3%	9,371	10,345	974	10.4%	668,105	711,624	43,519	6.5%
Intercity																
05 Portland	68,089	62,803	-5,286	-7.8%	6,233	6,282	49	0.8%	2,139	2,058	-81	-3.8%	163,210	158,732	-4,478	-2.7%
60X Salem	7,342	16,357	9,015	122.8%	3,541	6,374	2,833	80.0%	1,387	1,932	545	39.3%	112,917	161,519	48,603	43.0%
70X Grand Ronde	2,006	5,487	3,481	173.5%	696	3,625	2,929	420.8%	180	1,222	1,041	577.3%	14,357	96,856	82,499	574.6%
Total Intercity	77,437	84,648	7,211	9.3%	10,470	16,281	5,811	55.5%	3,707	5,212	1,505	40.6%	290,484	417,108	126,624	43.6%
Other Services																
Trippers	1,298	690	-608	-46.8%	1,462	1,071	-391	-26.7%	228	125	-103	-45.3%	12,490	7,052	-5,438	-43.5%
Special Bus Operation	769	552	-217	-28.3%	751	1,146	395	52.6%	225	237	13	5.7%	13,902	14,119	216	1.6%
Total Other Services	2,067	1,242	-825	-39.9%	2,213	2,217	4	0.2%	452	362	-90	-19.9%	26,393	21,171	-5,222	-19.8%
Total TCTD Services	507,474	475,361	-32,113	-6.3%	84,750	90,385	5,635	6.6%	22,945	24,089	1,144	5.0%	1,635,244	1,703,779	68,535	4.2%

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

Year to Date Performance Comparison

Route/Run	Thru Jan 2019 18/19			Thru Jan 2019 17/18			Thru Jan 2019 18/19			Thru Jan 2019 17/18			Thru Jan 2019 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	Average Fare	Average Fare	Amount Diff	Percent Diff
<u>Dial-A-Ride Service</u>																
Dial-A-Ride	63.27	60.87	-2.40	-3.8%	1.8	2.6	0.8	43.2%	29.8%	12.0%	-17.8%	-59.6%	10.40	2.82	-7.58	-72.9%
NW Rides	73.19	67.38	-5.81	-7.9%	0.8	0.9	0.1	8.1%	70.8%	80.0%	9.3%	13.1%	64.15	61.79	-2.36	-3.7%
Volunteer	65.19	426.55	361.37	554.3%	1.7	0.9	-0.7	-43.0%	41.6%	0.3%	-41.4%	-99.3%	16.30	1.24	-15.06	-92.4%
Total DAR	69.06	67.79	-1.27	-1.8%	1.2	1.4	0.1	11.9%	55.5%	59.0%	3.5%	6.3%	31.11	29.01	-2.11	-6.8%
<u>Deviated Route</u>																
01 Town Loop	61.04	60.55	-0.48	-0.8%	10.1	9.9	-0.2	-2.3%	12.8%	11.5%	-1.3%	-10.4%	0.77	0.70	-0.07	-9.0%
02 Netarts/Oceanside	71.62	67.14	-4.48	-6.3%	4.3	3.2	-1.1	-25.3%	6.3%	4.8%	-1.5%	-23.2%	1.05	1.01	-0.04	-3.7%
03 Manzanita	73.75	70.20	-3.55	-4.8%	6.9	5.5	-1.4	-20.2%	12.0%	9.5%	-2.5%	-21.0%	1.29	1.21	-0.07	-5.8%
04 Lincoln City	79.47	76.47	-3.00	-3.8%	2.8	3.5	0.7	26.4%	7.0%	7.6%	0.7%	9.6%	1.97	1.65	-0.33	-16.6%
Total Deviated Route	71.29	68.79	-2.50	-3.5%	6.5	5.9	-0.6	-9.2%	10.1%	8.8%	-1.2%	-12.1%	1.11	1.04	-0.07	-6.6%
<u>Intercity</u>																
05 Portland	76.29	77.13	0.83	1.1%	2.9	3.1	0.1	4.8%	41.7%	39.6%	-2.2%	-5.2%	10.92	10.00	-0.93	-8.5%
60X Salem	81.41	83.60	2.19	2.7%	2.6	3.3	0.7	29.2%	6.5%	10.1%	3.6%	55.8%	2.07	2.57	0.49	23.8%
70X Grand Ronde	79.59	79.27	-0.31	-0.4%	3.9	3.0	-0.9	-23.1%	14.0%	5.7%	-8.3%	-59.5%	2.88	1.51	-1.37	-47.5%
Total Intercity	78.37	80.03	1.66	2.1%	2.8	3.1	0.3	10.6%	26.7%	20.3%	-6.4%	-23.9%	7.40	5.20	-2.20	-29.7%
<u>Other Services</u>																
Trippers	54.90	56.64	1.74	3.2%	6.4	8.6	2.2	33.9%	10.4%	9.8%	-0.6%	-5.8%	0.89	0.64	-0.24	-27.4%
Special Bus Operation	61.90	59.46	-2.43	-3.9%	3.3	4.8	1.5	44.4%	5.5%	3.9%	-1.6%	-29.4%	1.02	0.48	-0.54	-53.0%
Total Other Services	58.38	58.49	0.12	0.2%	4.9	6.1	1.2	25.1%	7.8%	5.9%	-2.0%	-25.1%	0.93	0.56	-0.37	-40.0%
Total Other Services	71.27	70.73	-0.54	-0.8%	3.7	3.8	0.1	1.6%	31.0%	27.9%	-3.1%	-10.1%	5.99	5.26	-0.73	-12.2%

Comparison FY17/18 to FY 18/19	YTD Through Dec 2018			
	Description	17/18	18/19	Amount Difference
Mileage	554,054	602,474	48,420	8.7%
Mileage Based Costs	388,084	375,603	(12,481)	-3.2%
Hourly Based Costs	910,755	915,160	4,405	0.5%
Direct Costs	336,405	342,024	5,619	1.7%
Overhead Costs	-	-	-	-
Total Costs	1,635,244	1,632,787	(2,457)	-0.2%

Special Bus Operation Calculation Cost		
Cost per mile calculation:	Plus	10%
	45.8%	Actual
	Plus	Overhead
	Profit	Profit
	Actual	Hourly Rate
	Plus	Plus Direct Costs
	Hourly Rate	Hourly Rate
	Plus	Plus Overhead
	Hourly Rate	Hourly Rate
	Plus	Plus Profit
	20.0%	20.0%
	\$	\$
	31.92	31.92
	4.2%	4.2%
	\$	\$
	33.25	33.25
	25.1%	25.1%
	\$	\$
	41.60	41.60
	20.0%	20.0%
	\$	\$
	49.92	49.92

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nwCONNECTOR

Coordinating Committee Meeting
 February 15, 2019
Tillamook County Transportation District
 3600 3rd St
 Tillamook, OR
 10:00 am—12:00 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) ↓ January 11, 2019 Meeting Minutes (Attached) ↓ January 2019 Financial Report ↓ Ridership Tracking (January 2019) ↓ Calculating Average Passenger Miles Progress	Doug Pilant
10:15— 11:00a	3. NWOTA Standing Items ↓ IGA Approvals Update ↓ Travel Guide Advertising ↓ NW Connector—Specific Trip Planner Application ↓ Signage Update	All Doug/Mary Doug Doug
11:00— 11:15a	7. 2019—2020 NW Connector Marketing Budget	Doug/All
11:15— 11:30a	8. 2019—2020 NWOTA Budget Discussion	Doug/All
11:30— 12:00p	9. Other Business and Member Update	All

Attachments:

January 11, 2019 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.

www.nwconnector.net



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Oregon Transit Alliance (NWOTA)
Coordinating Committee Meeting Minutes
January 11, 2019
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
- Cynda Bruce—Lincoln County Transportation District
- Lee Lazaro—Benton County Transportation District
- Doug Pilant—Tillamook County Transportation
- Todd Wood—Columbia County Rider
- Arla Miller, Ken Shonkwiler—ODOT
- Matt Weintraub—North Coast Transportation Options Program
- Phil Warnock—Cascades West Council of Governments

Excused: Mark Bernard.

2. Consent Calendar: Unanimously approved. (LL/JH)

✦ December 14, 2018 Meeting Minutes—One addition: The additional work needed on the transit stops should be a STIF application. (Note: The minutes already have the Open Trip Planning project as most appropriate for Statewide Transportation Network funding.)

✦ December 2018 Financial Reports—Doug reviewed the report. Only changes from the November report are revenues of \$300 (Website award), \$7,877 quarterly administrative invoice, and \$2,523 for NW Connector signs and posters.

✦ Ridership Tracking—Mary provided an updated report, although some monthly numbers aren't current. Some year to year comparisons may be skewed because of service cutbacks. SETD is going to have to cut some service due to federal shutdown.

3. North Coast Transportation Options (TO) Program—Matt presented. Focus of the program is first and last mile transportation, particularly in ways that don't use automobiles. Passage of the 2017 Transportation bill has meant there are more funding opportunities, particularly as the area of public outreach: Marketing and engagement. Visitor passes would be a good fit for TO funding. Matt is working with the region's travel partners to identify opportunities for managing travel congestion. Options include multi-modal website applications. ODOT's 2019 Trip Check is more integrated with Google Transit, so there are more real time connections.

The TO program connects with the Safe Routes to School Program and the five E's: Encourage, educate, engineer, enforce and evaluate. Safe Routes to School funding is competitive, but will accept multi-agency applications.

Oregon's Drive less Connect program provides an online platform for finding rides, matching up trips and racking bikes onto buses. The platform calculates savings from auto travel, which helps evaluating the efficacy of the program and projects. **NW Connector could do a follow up/retroactive competition after Oregon's July roll-out.** Best incentives tend to be cash rather than reduced fares or free passes.

Matt and (Jenna Berman) are available to assist with applications. **Another potential project could be signage along highways which direct to NW Connector (which is a transportation option) website.**

4. NW Connector-Specific Trip Planner Application—At the December meeting, Mark Berman mentioned that Benton/Lincoln/Linn counties were looking at applying for funding for a project with some elements similar to NWOTA's Open Trip Planner project. Following an earlier call with Doug, Mary and Phil Warnock (Oregon Cascades West COG), Phil was invited to call into the NWOTA meeting to provide an update and see if there were opportunities to collaborate. Phil's input:

Looking to apply for Linn, Benton, Lincoln county area one-call/one-click system/mobility line, centralized services. Medical transportation clients training on how to access transportation services, expand to all riders who need to access community services. Adding new community services, eg, paratransit, coordinated trip planning between different entities. Potentially using the Valley Vanpool model. One stop for transit information. Also, a mobile ticketing option through a centralized transit app, eg, Passport. Would also move from just using a Google Transit based system. Allow more advanced transit application.

One thought might be whether a larger geo-based call center combining both BLL and NWOTA regions. Training people how to use transit involves "human-hand holding." Also, open trip planning and longer trip planning horizon than what Google Transit currently provides.

Of interest to NWOTA, one-stop ticketing. Phil has talked to the Passport vendor. Can pre-purchase each of the tickets needed for traveling if using multiple transit providers. Can download onto phone. Could also integrate with technology systems on buses. Bring greater connection to ridership as well as provide more data for transit systems.

Best fit with Statewide Transit Network funding. Goal is to leverage the two projects, not to compete. The NWOTA partners and Phil concurred that two separate applications would be more appropriate and less confusing. However, cross-referencing each other's applications, and describing how each region expect to use certain components of each other's program will make each application more competitive.

Note: TCTD has the authority to apply for NWConnector funding as NWOTA's fiscal agent.

5. NWOTA Transit Access Study—Doug has started an application to potentially fund some of the additional ADA needed for some of the transit stops. Ken—Design element originally was estimated to be only at 30%, and now, with additional ODOT ADA requirements, appears that the enhanced design would be so high that an application wouldn't be competitive. Rather than partially designing some locations and fully designing others, recommended is to finish all the designs, acknowledge those stops requiring additional ADA design should/will be part of larger ODOT transportation projects when they are implemented. Transit Access Study outcome will be complete transit stops that include enough design work to inform ODOT which stops to ADA build out when make highway improvements. Recommendation: Have the same design approach for all the transit stops, phase 1 scoping, environmental assessment, and transit design, but not add the ADA design those stops that will need them. One level of design for all stops. Only about half of the stops require the additional ADA work. Rural areas out of urban growth areas don't have the same requirements, eg highway shoulders are sufficient. If ramp design needed, more likely to need ADA-level design. Designs will be done later this Spring, although not in time for the current STIF application process.

Ken will find out what's happening with ODOT's Hwy 101 paving through Garibaldi and the planned transit stops.

6. NWOTA Standing Items

- ✦ IGA/Management Plan—Todd has the IGA on the Columbia County Board Consent Calendar for January 23rd. Lee will pass on to **Lisa Scherf** the IGA to get the Benton County BOC to approve.
- ✦ NW Connector Newsletter, Bike and Ride Information on the Website—**Mary** to get the westLink Ride Connection information posted onto the NW Connector website.
- ✦ Signage— Tim has ordered material for the half-moon signs, so they will be going into production. Will match up the blue from the transit stop poles. Will make 55 signs, \$3,130. Take out of NWOTA capital budget. Four 27" X 18" signs will run \$900. Doug handed out the new posters showing the complete NWConnector map.
- ✦ Tillamook Coast Visitor Guide—The Tillamook Chamber Director told Doug that they will be doing a full article on the NWConnector system in the annual guide. Partners agreed to increase the NWConnector ad to full page, and run it alongside the article. **Mary** will get the artwork from Gillespie for (all) the NWConnector travel guide ads.

7. Member Updates

- ✦ Lincoln—Will be losing both Operations Supervisors over the next couple of months. Will be submitting a discretionary STIF application for increased trips over to Albany. Working on 5311 and 5310 applications. Have a good STIF committee.
- ✦ ODOT—Arla is working with Motor Carriers to job shadow, to understand each other jobs and to understand what Motor Carriers looks for (inspects) in motor carrier transportation.
- ✦ Benton—Getting draft budget done. Proceeding on assumption will get some cut in STF funding, but not what is currently in the Governor's budget. With upcoming retirement, been very busy. Retirement is January 25th.
- ✦ Columbia County—Tuesday, 7 pm, public forum regarding cutting 38% of service. Cuts are going to be fairly surgical, but may still have a noticeable impact on service. Figuring a \$65/hr response will come in the contracted service RFP. Need a local funding option as that will provide match funding. Service cuts will start at the end of the month. May not be able to apply for STIF funding because don't have the money for match. No longer have weekend service.
- ✦ SETD—Historically, south office has been a small kiosk at the Seaside outlet mall. Moved to an office in downtown Seaside. Bigger office, with full accommodations. Are able to change Seaside route to run right by the new office. Already the public is finding the new office. Negotiating with union. Still working on human trafficking awareness training. Last month, had to do a supplemental budget, which zeroed out contingency, and can't tap into that if don't receive federal funding because of the shutdown. Could result in some service cutbacks. Could also have to layoff Mobility Manager since fully federally funded.
- ✦ Tillamook—Implemented January schedule changes between Lincoln City and Salem. Now have better north and south bound connections. Have received positive feedback from riders. Recruiting a new board member. Getting organized to start new fy budget. Start collective bargaining later this month.

This was Lee's last meeting. Everyone wished him the very best in his retirement!

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

Tillamook County Transportation District
Financial Statement

From 1/1/2019 Through 1/31/2019

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	58%
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%
Miscellaneous Income	4400	0.00	300.00	0.00	300.00	0.00%
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>36,300.00</u>	<u>147,000.00</u>	<u>(110,700.00)</u>	<u>24.69%</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	13,359.75	25,000.00	11,640.25	53.43%
Website Maintenance	5102	0.00	416.67	5,000.00	500.00	90.00%
Marketing	5190	0.00	7,097.99	30,000.00	22,902.01	23.65%
Travel & Training	5220	0.00	416.67	5,000.00	5,000.00	0.00%
Total Materials and Services		<u>5,854.17</u>	<u>24,957.74</u>	<u>70,250.00</u>	<u>45,292.26</u>	<u>35.53%</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>5,854.17</u>	<u>27,957.74</u>	<u>147,000.00</u>	<u>119,042.26</u>	<u>19.02%</u>

Monthly BOD Report w/YTD Budget & Variance

Date: 2/11/19 01:03:45 PM

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NWOTA Action Items
January 2019

	Action Items	Assignments	Progress
<input type="checkbox"/>	<u>IGA</u> Get approved by each partner commission/board.	SETD to follow after CCR approves Benton—Lee handed off to Lisa	Lincoln Co (√) Tillamook (√) Columbia Co (√)
<input type="checkbox"/>	<u>Management Plan</u> Get approved by each partner commission/board	Benton Columbia Lincoln Sunset Empire	Tillamook (√)
<input type="checkbox"/>	<u>Management Plan Updates</u> Mobile app for NW Connector Transit language for Comp Plans and TSPs		
<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 Jeff/Mary Mc Doug—Draft STIF application Mary—Coordinate with Cascades West COG if appropriate	Met with Travel group
<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 Partners do calculations Mary Mc	Sent out In progress Ongoing
<input type="checkbox"/>	Signage—Update	Doug to develop a quote for the smaller half moon signs	January Meeting
<input type="checkbox"/>	NW Connector Holidays Policy (Lincoln drop 1, TCTD add 3 days)	Doug/Cynda	January Meeting agenda
<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 ad in the Tillamook Coast Travel and Community Guide. Assist with NW Connector story	Mary—Summarize meeting and prepare handout for January Tourism Workshop Doug—Send sign Mary—Send info	

MD

	Action Items	Assignments	Progress
	Develop a FY 19-20 Marketing Plan following the meeting with the Coastal visitor agencies	Mary	Wait until January Tourism Workshop
<input type="checkbox"/>	Adding Connector Partners—Meet with Washington County initially		
<input type="checkbox"/>	Transportation Options	Mary/Matt Weintraub	NW Connector follow on to Oregon's July Drive less Connect promotion NW Connector highway signs displaying website info

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, January 17, 2019 – 6:30PM
Transportation Building
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
Cathy Bond, NW Rides Supervisor/Board Clerk

Absent

None.

Guest

Chris Kell

4. Announcements and Changes to Agenda: Added Dial-A-Ride Fare Policy.
5. Public & Guest Comments:
6. Executive Session: *Labor Negotiations* 6:32pm-7:17pm

There are no motions as a result of Executive Session

REPORTS

7. Information: General Managers Report:

- a. Financial Report: GM Doug Pilant reviewed the December 2018 financial reports. District is 50% through the Fiscal Year and received just over 94% of expected property taxes. Fare revenue remains strong. YTD total payroll is about 48%.

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.

- b. Service Measure Performance Report: YTD Ridership has increased 6.4% over the previous year. The Primary Performance Measures: YTD passengers per hour are -0.2%, the cost per trip was -0.1% while the cost per hour was -.3% and the fare box return was -12.6%. GM Doug Pilant noted that dispatcher Daniell Amaya dispatched a day last week where she dispatched 110 rides at 100% on time performance, which was a record.
- c. Northwest Oregon Transit Alliance: GM Doug Pilant reviewed the NWOTA meeting agenda, minutes, finance report with the Board. Adjustment being made to the Transit Access Study due to ADA design changes. Director Hanenkrat asked if the committee chair should be rotated. The Coordinating Committee is working with Trillium to submit a grant to overcome the trip planning 60-day limit established by Google transit. Planning to submit a Statewide Transit Network Grant Application.
- d. Planning & Development: None
- e. Grant Funding:
 - i. Working on Statewide Transit Network applications for the website trip planner, alternative fuel fueling facility, and Portland-Salem intercity service projects.
 - ii. STF: Shared a letter form ODOT regarding Governor Brown's 2019-2021 budget which eliminates STF money statewide. ODOT will back fill with discretionary funds which will make no discretionary funds for the year. The repercussions of lack of STF money would be devastating to public transit as it is used as matching funds for federal grants. Director Huffman asked if the Board can do anything? GM Doug Pilant stated the timing isn't right yet but likely in the future.
- f. Facility/Property Management:
 - i. Transit Visitors Center – Board Chair Judy Riggs asked what the status of the contract for lease renewal? GM Doug Pilant stated he has not heard back from the City Manager.
 - ii. TCTD Admin Office – No report
 - iii. 12th & Evergreen Bus Shelter – No report
- g. Miscellaneous:
 - i. NW Rides Brokerage – Quarterly report is complete. Each quarter helps us learn as we continue to develop the brokerage. There are meetings with one of the providers regarding billing and may require additional follow up. Director Huffman asked if the legal bills are paid by Care Oregon. GM Doug Pilant reported that legal fees associated with the brokerage would be allocated to that project. Brent Olson has been getting facilities on the Self-Service portals. Sunset is going on Ecolane tablets in the next month or so.
 - ii. Board members who are up for election need to review the deadlines for re-election.

CONSENT CALENDAR

- 8. Motion: Approval of Minutes of December 20, 2018 Regular Board Meetings
- 9. Motion: Acceptance of Financial Report: December 2018
- 10. Motion to Appoint GM Doug Pilant as the FY 2019-20 Budget Officer

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.

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11. Motion to Appoint Bill Hatton and Pat Ryan to the TCTD Budget Committee through June 2023.

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

None.

DISCUSSION ITEMS

12. Dial-A-Ride Fare Policy: GM Doug Pilant reported that in 2018 Nelson-Nygaard conducted a dial-a-ride fare policy analysis that was shared with the Board at the October 2018 meeting. GM Doug Pilant reported the last dial-a-ride fare increase was December 2014. GM Doug Pilant handed-out peer dial-a-ride program fare policies that revealed TCTD dial-a-ride fare is 50% to 100% below its peer agencies. He suggested the Board consider increasing the reduced base fare from \$1.50 to \$2 and the regular base fare from \$3 to \$4 per trip. GM Doug Pilant said he would like to increase the base fare as soon as possible and take more before establishing a mileage rate fare for longer trips. Director Hanenkrat asked what the average length of a dial-a-ride trip. GM Doug Pilant said he doesn't have that information at the moment but would consider that metric when we discuss a plan. Director Huffman asked if it's possible to park-out another dial-a-ride van in South County. GM Doug Pilant stated there are currently no drivers living in South County, so it doesn't make sense to park-out a vehicle at this time. GM Doug Pilant said he'd start working on a dial-a-ride fare policy plan and create a public outreach plan.

13. Staff Comments/Concerns

GM Doug Pilant: GM Doug Pilant will be here 7 years on January 23rd.

Superintendent Brent Olson: Looking forward to the new year. He has been here one year as of January 2, 2019.

Accounting Specialist Tabatha Welch: None.

NWR Supervisor/Board Clerk Cathy Bond: None.

14. Board of Directors Comments/Concerns

Jim Huffman – Asked if anyone else is going to the SDAO conferences. He wants to encourage other members to consider attending these conferences.

Judy Riggs – None.

Marty Holm – Agreed with Jackie Edwards about the culture of the bus experiences.

Jackie Edwards – Rode the bus and found it to be an interesting and fun experience.

Gary Hanenkrat – None.

Melissa Carlson-Swanson – None.

UPCOMING EVENTS

None.

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.

Adjournment: Board Chair Riggs adjourned the meeting at 8:10pm.

These minutes approved this 21st day of February, 2019.

ATTEST:

Judy Riggs, Board Chair

Doug Pilant, General Manager

TO: BOARD OF DIRECTORS
FROM: DOUG PILANT, GENERAL MANAGER *Doug*
**SUBJECT: STF ADVISORY COMMITTEE SPECIAL TRANSPORTATION
FUND (STF) FUNDING RECOMMENDATIONS**

Issue

Shall the Tillamook County Transportation District (TCTD) Board of Directors accept the STF Advisory Committee's proposed FY 2019-2021 Special Transportation Fund (STF) funding recommendations?

Background and Findings

1. TCTD has been targeted to receive \$134,500 in STF Formula funds in the FY 2019-2021 Biennium.
2. STF monies must be allocated to transportation projects that support transportation services serving senior citizens and people with disabilities.
3. Qualified projects must support and implement the goals and objectives outlined in the TCTD Human Services Coordinated Public Transportation Plan, (Coordinated Transportation Plan).
4. The STF Advisory Committee met on January 25, 2019 to review and prioritize the proposed STF projects.
5. The proposed STF projects are listed in the Table below:

STF Program Funding Requests:

Agency	Project Description	STF Request(\$)
Marie Mills	Transportation Program	34,628
CARE	Discount Bus Pass Program	7,200
TCTD	General Operations	92,672
Total Requests		134,500

Recommendation

Staff recommends the TCTD Board of Directors adopt the STF Advisory Committee's proposed FY 2019-2021 projects and authorize the General Manager to submit STF Application to ODOT.

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

**In the Matter of Adopting the)
Special Transportation Advisory)
Committee Special Transportation)
Fund (STF) Funding Recommendation)**

RESOLUTION NO. 19-01

WHEREAS, Tillamook County Transportation District is eligible to submit an application for \$134,000 in Special Transportation Fund (STF) grant funding; and

WHEREAS, the Tillamook County Transportation District conducted a project solicitation process to fund transportation projects that serve senior citizens and people with disabilities; and

WHEREAS, the STF Advisory Committee reviewed the proposed projects and found they were consistent with the priorities and strategies in the District's Coordinated Human Services Public Transportation Plan and ranked the projects in order of funding; and

WHEREAS, the STF Advisory Committee recommends the TCTD Board of Director's to fund the following projects in Fiscal Biennium 2019-21;

Agency	Project	STF Request
Marie Mills	Transportation Program	34,628
CARE	Discount Bus Pass Program	7,200
TCTD	Transit Operations	92,672
Total STF Requests		134,500

THEREFORE, the Tillamook County Transportation District Board of Directors adopts the STF Advisory Committee's Special Transportation Fund Recommendations on this 21st day of February 2019.

ATTEST:

By: _____
Judy Riggs, Chair

By: _____
Doug Pilant, General Manager

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TO: BOARD OF DIRECTORS
FROM: DOUG PILANT, GENERAL MANAGER *Doug*
**SUBJECT: STF ADVISORY COMMITTEE FUNDING SECTION 5310
PROJECT FUNDING RECOMMENDATIONS**

Issue

Shall the Tillamook County Transportation District (TCTD) Board of Directors accept the STF Advisory Committee's proposed FY 2019-2021 Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) funding recommendations?

Background and Findings

1. TCTD has been targeted to receive \$199,585 in Section 5310 monies for the FY 2019-2021 Biennium.
2. Section 5310 funds must be allocated to transportation projects that support transportation services serving senior citizens and people with disabilities.
3. Qualified projects must support the goals and implement projects referenced in the TCTD Human Services Coordinated Public Transportation Plan, (Coordinated Transportation Plan).
4. The Section 5310 Formula funding program requires a 10.27% local matching funds while the STF Formula fund does not require any matching funds. STF monies may be used at matching funds for the Section 5310 funded projects.
5. The STF Advisory Committee met on January 25, 2019 to review and prioritize the proposed Section 5310 projects.
6. The proposed STF and Section 5310 projects are listed in the Table below:

Section 5310 Program Funding Requests:

Agency	Project Description	Project Cost	Local Match	Funding Request (\$)
TCTD	Shop Equipment	5,572	572	5,000
TCTD	Preventative Maintenance	45,625	4,685	40,939
TCTD	Vehicle Replacement	75,000	7,702	67,297
Marie Mills	Preventative Maintenance	7,104	730	6,374
Marie Mills	Vehicle Replacement	70,000	7,189	62,811
Marie Mills	Token/Voucher Program	19,129	1,965	17,164
Total Requests		222,428	22,843	199,585

Recommendation

Staff recommends the TCTD Board of Directors adopt the STF Advisory Committee's proposed FY 2019-2021 projects and authorize the General Manager to submit a Section 5310 application to ODOT.

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

**In the Matter of Adopting the Special)
Transportation Advisory Committee)
Section 5310 Grant Request Rankings)**

RESOLUTION NO. 19-02

WHEREAS, Tillamook County Transportation District (TCTD) is eligible to submit applications for \$199,585 in Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310) monies; and

WHEREAS, the Tillamook County Transportation District conducted a project solicitation process to fund transportation projects that serve senior citizens and people with disabilities; and

WHEREAS, the STF Advisory Committee reviewed the proposed projects and found they were consistent with the priorities and strategies in the District's Coordinated Human Services Public Transportation Plan and ranked the projects in order of funding; and

WHEREAS, the STF Advisory Committee recommends the TCTD Board of Director's to approve funding the following projects in Fiscal Biennium 2019-21;

Agency	Project Description	Project Cost	Local Match	Grant Request
TCTD	Shop Equipment	5,572	572	5,000
TCTD	Preventative Maintenance	45,625	4,685	40,939
TCTD	Vehicle Replacement	75,000	7,702	67,297
Marie Mills	Preventative Maintenance	7,104	730	6,374
Marie Mills	Vehicle Replacement	70,000	7,189	62,811
Marie Mills	Token/Voucher Program	19,129	1,965	17,164
Total Grant Requests		222,428	22,843	199,585

THEREFORE, the Tillamook County Transportation District Board of Directors accepts the STF Advisory Committee's recommendation on this 21st day of February, 2019.

ATTEST:

By: _____
Judy Riggs, Board Chair

By: _____
Doug Pilant, General Manager

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Christine (Chris) Kell

13485 Trask River Rd.
Tillamook OR 97141

503-812-2209

judandchris@gmail.com

February 1, 2019

Tillamook County Transportation District
3600 3rd street, Suite A
Tillamook, OR 97141

To: Board of Directors
Subject: Letter of Interest, Board Position Vacancy

Dear Board Members,

I am requesting you consider my application for the Board's Position #5 vacancy.

I have kept up on what has gone on in the District since I was not elected to serve a third term. I have cheered each time I found you expanding service or working with other agencies in the community to make transportation available for our citizens. The downtown construction has presented some unique challenges, and the District has really helped in solving some of the issues.

With tightening budget challenges, I would like to help TCTD weather whatever obstacles arise to keep the District sustainable. I marked my ballot "yes" to form the District just 21+ short years ago, and want to be a part of your future success.

I find myself still waving at the drivers and it would be an honor to serve my community as a TCTD Board member. Thank you for considering my application,

Sincerely,



Chris Kell



TILLAMOOK COUNTY TRANSPORTATION DISTRICT

3600 3rd Street, Suite A, Tillamook, OR 97141

Phone: 503-842-8283; Fax: 503-815-8005

www.tillamookbus.com

BOARD OF DIRECTORS NEW MEMBER APPLICATION

Applicants who are interested in the vacant board position with the Tillamook County Transportation District should complete a letter of interest and complete the following questions no later than Thursday, February 14, 2018. All applications received will be reviewed by the Board of Directors at the Regular Board Meeting on Thursday, February 22, 2018 at 6:30 PM in the Robert J. Kenny Board Meeting Room. Interested applicants are encouraged to attend. Please return your letter of interest and application to cbond@tillamookbus.com or mailed or dropped off at TCTD 3600 3rd Street, Suite A, Tillamook, OR. 97141. For further assistance please contact Cathy Bond 503-842-6093.

Applications will be accepted until Friday, February 1, 2019 at 5:00 pm.

Name Christine (Chris) Kell		
Home Address 13485 Trask River Road, Tillamook OR 97141		
Phone 503-812-2209	Email judandchris@gmail.com	Fax
Are you a registered voter in Tillamook County <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		

1. ~~Why~~ are you interested in serving on the TCTD Board of Directors? I have already served two elected terms and feel I was an asset to the board as a whole. I have continued to track the progress of TCTD and am proud of the advances in service it has made.
2. ~~Please list your community service experience.~~ Co-founded Tillamook Farmers' Market and 2nd Street Public Market. Tillamook Kiwanis President & Lt. Governor for Kiwanis Pacific Northwest District. PTA President, 4-H leader and Beta Sigma Pi president (2 years), Lay-Education Citizen of the Year, 1979.
3. ~~What skills and or interest do you possess that will make you a good fit for this position?~~ Team player, organized, realistic optimist, problem solver, plays by the rules, understands business and non-profit budgeting and operational procedures
4. Do you currently hold any other board positions? If so, please describe. As a current Kiwanis Board Member I, in cooperation with fellow board members, provide general management of the club and other *duties* as outlined in the club's bylaws.
5. Is there anything else you would like the board of know about yourself? (Please use additional paper if needed) I am not afraid to address the elephant in the room

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TILLAMOOK COUNTY TRANSPORTATION DISTRICT
 3600 3rd Street, Suite A, Tillamook, OR 97141
 Phone: 503-842-3115 Fax: 503-815-2834
www.tillamookbus.com

BOARD OF DIRECTORS NEW MEMBER APPLICATION

Applicants who are interested in the vacant board position with the Tillamook County Transportation District should complete a letter of interest and complete the following questions no later than Friday February 1, 2019. All interested candidates need to attend the Regular Board Meeting on Thursday February 21, 2019 at 6:30 PM in the Bob Kenny Board Hearing Room. Please return your letter of interest and application to cbond@tillamookbus.com or mailed or dropped off at TCTD 3600 3rd Street, Suite A, Tillamook, OR. 97141. For further assistance please contact Cathy Bond 503-842-6093.

Applications will be accepted until February 1, 2019 at 5:00 pm.

Name Mr. James R. Kunz, (Otis)		
Home Address PO Box 308 Pacific City, OR 97135		
Phone (503) 965-6510	Email kunzcastle@gmail.com	Fax N/A
Are you a registered voter in Tillamook County <input checked="" type="checkbox"/> yes <input type="checkbox"/> no		

- Why are you interested in serving on the TCTD Board of Directors?
Please see the attached Pages for my answers to these five questions.
- Please list your community service experience.
- What skills and or interest do you possess that will make you a good fit for this position?
- Do you currently hold any other board positions? If so, please describe.
- Is there anything else you would like the board of know about yourself? (Please use additional paper if needed)

TCTD Board of Directors New Member Application
Questions to accompany application

1. *Why are you interested in serving on the TCTD Board of Directors?*

I would like to be on the board for the simple reason that I believe the transportation industry is vital to the Tillamook County community. The need to serve the community as the public ages and transportation becomes more difficult for the seniors is a very real concern for me as well as those of us in south county. I used to drive Dial A Ride and I realized the other day that most of the folks I used to transport are either dead or living in assisted living centers. Those that are left are in serious need of transportation for medical reasons, social events, personal days for haircuts, shopping, etc. I feel that as a board member I can serve the south county and be part of the entire transportation industry in Tillamook county.

2. *Please list your community service experience.*

I was a volunteer with Dial A Ride for several years and have won two awards from the Tillamook County Transportation District. I have been awarded the volunteer of the year award from the Pacific City Woods Chamber of Commerce. I served on the board for the Kiawanda Community Center for several years and I was chairman for one of those years. I do plan to be on the Kiawanda Community Center board again, soon.

3. *What skills and or interest do you possess that will make you a good fit for this position?*

I have good people skills and have overseen large crews in the construction industry in San Diego and Los Angeles, Calif. I was chairman of the carpenter's local in San Diego for four years and helped with contract writing. I wrote the carpenters union book for asbestos abatement. I taught the apprentice class on metal studs and dry wall installation for two years.

4. *Do you currently hold any other board positions? If so, please describe.*

I am not currently on any other boards. I have put in my application for the board at the Kiawanda Community Center.

5. *Is there anything else you would like the board of know about yourself? (Please use additional paper if needed)*

I have every intention of serving on the board at the Kiawanda Community Center as well as the TCTD Board to the very best of my abilities. I am very dependable and since I retired 10 years ago, I have done whatever I can to care for the community.

Tillamook County



Tim Josi
Board of Commissioners
201 Laurel Avenue
Tillamook, Oregon 97141
Phone 503-842-3403
Fax 503-842-1384
TTY Oregon Relay Service

Land of Cheese, Trees and Ocean Breeze

December 21, 2018

Board of Directors
Tillamook County Transportation District
3600 3rd Street, Suite A
Tillamook, OR 97141

Dear Directors,

I am particularly pleased to introduce to you Mr. Otis Kunz from south Tillamook County. Otis is applying for the recently announced temporary Board of Director position #4 for the Tillamook County Transportation District. He loves public transportation and helping others.

Otis is a former Dial-A-Ride driver for South County and won several awards from the District including Most Miles Driven in a Year and Volunteer of the Year. He established a good relationship with the riders from the south county and looks forward to serving them as a board member.

As a volunteer for the Cape Kiawanda community center, he started out at the front desk answering phones and helping to direct the daily events of the center. Elected chairman of the board, he helped direct the center for two years before stepping down. Then he was asked to take charge of the building, keep it in good working order. Later, the challenge of constructing the Faye Jensen Hall addition to the community center fell to him. Otis lined up suitable contractors and served as project manager for the duration of the project, which was completed in June of 2017. Otis also received the Volunteer of the year award by the Pacific City - Woods chamber of commerce. He still serves as a volunteer, sitting at the desk to welcome guests and making sure the daily events are in order.

Otis started out learning the building trade fresh out of high school. He started driving a lumber truck and moved on to framing houses. He soon became lead man and then managed his own drywall crew. They started doing construction of hospitals, schools, high rises and office buildings. Near the end of his career, Otis was elected business agent for the carpenter's union and he served them for seven years until he retired and moved to Pacific City, Oregon.

With his excellent public service in south county, I highly recommend that Otis Kunz be appointed to the Tillamook County Transportation District Board of Directors, so he can continue to serve the citizens of Tillamook County.

Respectfully submitted,


Tim Josi, Chair

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Tillamook County



David Yamamoto
Board of Commissioners
201 Laurel Avenue
Tillamook, Oregon 97141
Phone 503-842-3403
Fax 503-842-1384
TTY Oregon Relay Service

Land of Cheese, Trees and Ocean Breeze

January 18, 2019

Board of Directors
Tillamook County Transportation District
3600 3rd Street, Suite A
Tillamook, OR 97141

Dear Directors,

I would like to offer my support of Otis Kuntz in his application to the Tillamook County Transportation District Board of Directors. I have known Otis for several years and his dedication to community service has and continues to be outstanding in South County. I recommend that Otis Kuntz be appointed so that he may continue to serve the citizens of Tillamook County.

Respectfully submitted,

A handwritten signature in blue ink, which appears to read "David Yamamoto". The signature is stylized and includes a large, sweeping flourish that extends to the right and then loops back down towards the left.

David Yamamoto, Chair

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MEMORANDUM

To: Doug Pilant, TCTD
From: Jamey Dempster and Oren Eshel, Nelson\Nygaard
Date: February 15, 2019
Subject: Demand-Response Trip and Fare Change Analysis

INTRODUCTION

Demand-Response Service Overview

Tillamook County Transportation District (TCTD) currently provides general public demand-response or Dial-A-Ride (DAR) service within the following three zones in Tillamook County (see Figure 8 for a general illustration of these zones).

- **Zone 1: Central County** – Hobsonville Point (S. of Garibaldi) to Sand Lake Road (N. of Hemlock)
- **Zone 2: North County** – Clatsop County Line to Hobsonville Point (S. of Garibaldi)
- **Zone 3: South County** – Sand Lake Road to Lincoln County Line

In Central County, general public demand-response service is provided by TCTD drivers. In North and South County, trips have historically been fulfilled by volunteers; however, TCTD has not been able to sustain its volunteer workforce.

TCTD also provides non-emergency medical transportation (NEMT) trips to Medicaid-eligible clients through the NW Rides Brokerage. TCTD is reimbursed for the cost of providing these trips through a negotiated rate structure. NEMT trips occur within Tillamook County and between the county and Clatsop County, Lincoln County, and the Portland area.

The total demand-response service program annual operating budget is approximately \$950,000, with operating revenues (fares and other per-trip reimbursements) of about \$560,000 per year, or 59%. TCTD covers the remaining costs through a mix of local funds, and state and federal funding programs.

Existing Demand-Response Fares and Policy

Figure 1 summarizes TCTD's existing demand-response fare and reimbursement types:

- **Private.** Trips are paid out-of-pocket by individuals.
- **Transfer.** A demand-response trip is used to access fixed-route service; these are the same cost as a private DAR trip within zones.
- **Helping Hands.** This social service organization reimburses TCTD for shuttle trips between the transit center in Tillamook and the Helping Hands facility at the Port of Tillamook Bay.
- **NW Rides (formerly Ride Care).** This organization brokers NEMT rides and reimburses TCTD for trips on a per ride basis.

Figure 1 TCTD Demand Response Fare Types

Type / Funding Source	Description
Private	<ul style="list-style-type: none"> ▪ Within fare zones: Includes full adult fare (\$3), seniors (60+), people with a disability, and youth (\$1.50) ▪ Across fare zones: \$12.50 flat fare on a case-by-case basis, not differentiated between adult and any other fare category (these represent very few trips).
Transfer	<ul style="list-style-type: none"> ▪ Transfer to/from fixed-route service. No charge for a DAR trip that is used to connect to/from a fixed-route.
Helping Hands	<ul style="list-style-type: none"> ▪ 2x/day shuttle to Port of Tillamook Bay. ▪ TCTD is reimbursed \$25 / trip, or \$50/day Monday through Friday
NW Rides	<ul style="list-style-type: none"> ▪ \$25/pickup if ambulatory. \$30 if in a wheelchair ▪ First 10 miles free. NW Rides brokerage billed for trip with longest mileage

Figure 2 provides a breakdown of demand-response trips provided by TCTD between March and December 2018. Private trips represented 56% of all demand response trips, and 83% of those trips are discounted (Disabled and Senior).

Figure 2 TCTD Demand Response Trips by Type/Funding Source, March-December 2018

Type/Funding Source	Fare Category	Total Trips	% of All Trips	% of Private Trips	
Private		8,308	56%	100%	
Regular	Full Fare	1,019	7%	12%	13%
Disabled	Discounted Fare	3,449	24%	42%	84%
Senior		3,357	23%	40%	
Youth		182	1%	2%	
Transfer	N/A	301	2%	4%	4%
Contract		6,443	44%		
Helping Hands	N/A	381	3%		
NW Rides		6,062	42%		
Grand Total		14,751	100%		

PROPOSED FARE CHANGE ANALYSIS

The TCTD Long Range Transit Development Plan (LRTDP) recommends the District establish a county-wide Dial-A-Ride transportation service. Reviewing and adjusting Dial-A-Ride fares to recover a greater percentage of the cost is necessary for a county-wide service to be sustainable. This analysis is intended to help TCTD understand the implications of adjusting the District's base fare revenues and to help establish the foundation to implement a mileage-based fare that's needed to provide a county-wide Dial-A-Ride Service.

Proposed Fare Change

Figure 3 describes the current and proposed fares for adult and discounted fares. As described above, discounted fares

Figure 3 Current and Proposed Dial-A-Ride Fare

Fare Category	Current Fare	Proposed Fare	% Change
Adult	\$3.00	\$4.00	33%
Discounted - Seniors (60+) or people with a disability, and youth	\$1.50	\$2.00	

Peer Comparison

Figure 4 compares TCTD fares to other agencies. The second column from the right lists the Dial-A-Ride (DAR) fares for each agency, which are most applicable for this analysis (fixed route, intercity, and ADA Paratransit fares are also provided for context). Nine of the ten providers operate Dial-A-Ride (DAR) services that are available to the general public. Providers with DAR fare ranges with a low and high fare represent agencies with zone- or distance-based fares. Key points include:

- TCTD's discounted DAR fare (\$1.50) is slightly higher than several of the other transit providers (Napa Valley, Lincoln County, Cascades East Transit – between \$0.50 and \$1.25 per ride) and equal to Clallam Transit (\$1.50 per ride). However, these services are primarily within cities and likely provide DAR trips that are generally shorter than many of those provided by TCTD.
- TCTD's full fare (\$3.00) is higher than **five** of the ten other providers, although the TCTD fare zones cover a larger area than some of the other providers (the Cascades East Transit fare, for example, is for ADA Paratransit in Bend or DAR within communities). It is within the range of **two** providers who have distance- or zone-based fare structures and it is lower than **two** providers.
- Among providers that are geographically close to TCTD and are part of the Northwest Oregon Transit Alliance (NWOTA):
 - Benton County's fares range from \$2.50 to \$5.25.
 - Columbia County has a base fare of \$2.00 for travel within St. Helens and a \$4.00 fare for travel elsewhere in the county.
 - Lincoln County has \$1.00 fares but provides DAR only within Lincoln City and Newport.

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Demand-Response Trip and Fare Change Analysis
Tillamook County Transportation District

- SETD charges \$2.00 for ADA Paratransit service which by Federal regulation cannot exceed twice the equivalent fixed-route service cost which is \$1.00. SETD's general public Dial-Ride fare starts at \$8.00 for trips up to 10 miles.

Demand-Response Trip and Fare Change Analysis
Tillamook County Transportation District

Figure 4 Comparison of TCTD Fares to Other Agencies

Agency	Local Fixed-Route		Discounted Fare		Intercity Service		Dial-A-Ride	ADA Paratransit		
	Single Ride	Day	Monthly	Single Ride	Monthly	Single Ride	Day Pass	Monthly	Single Ride	
Tillamook County (TCTD) ¹	\$1.50	\$1.50	\$40	-	\$30	\$1.50 - \$6.00	-	-	\$3.00 regular \$1.50 discounted	N/A
Basin Transit Service ²	\$1.50	\$3.00	\$54	\$0.75	\$27	-	-	-	N/A	\$3.00
Benton County Public Transportation ³	-	-	-	-	-	99-Express \$4.00 Coast to Valley \$10.00	-	-	\$2.50 - \$5.25 seniors 60 and older (zone-based)	\$2.50 - \$5.25 (zone-based)
Cascades East Transit (CET) ⁴	\$1.50	\$2.50	\$30	\$0.75	\$15	\$3.75	\$6.25	\$100	\$2.50 Bend \$1.50 Rural \$1.25 discounted	\$2.50 Regular \$1.25 Low-income senior or disabled
Clallam Transit System ⁵	\$1.00	\$3.00	\$36	\$0.50	\$18	\$1.50	\$3.00	\$54	\$2.00 regular \$1.50 discounted	\$1.00 - \$2.00, plus \$3.75 per mile for rides beyond ¾ mile from fixed-route service
Columbia County Rider ⁶	\$2.20	-	-	\$2.00	-	\$4.00 - \$6.00	-	-	St. Helens: \$2.20 County: \$4.00 Portland: \$12.00 (distance-based)	N/A
Lincoln County Transp. Service District ⁷	\$1.00	-	-	-	-	\$7.00	-	-	Coupon book for 40 rides costs \$30 (\$0.75 per ride)	N/A

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Demand-Response Trip and Fare Change Analysis
Tillamook County Transportation District

Agency	Local Fixed-Route		Discounted Fare		Intercity Service		Dial-A-Ride	ADA Paratransit
	Single Ride	Day Monthly	Single Ride	Monthly	Single Ride	Day Pass Monthly	Single Ride	Single Ride
Mendocino Transit ⁸	\$1.50- \$3.00		\$0.75 - \$1.50	\$35.00 (1 zone)	\$3.00 - \$6.75	\$57.00 (2 zone), \$85.00 (3 zone)	\$6.00 regular \$3.00 discounted Additional \$6.00 for travel outside central zones in Ukiah and Ft Bragg	Available
Napa Valley Transp. Authority ⁹	\$1.60	\$6.50	\$0.80	\$53	\$3.25 - \$5.50	\$6.50	\$1.00 regular and door-door and \$0.50 discounted fare for several shuttle services within cities.	\$3.20 or \$6.40 (Discounted \$20 pass available for \$17)
Sunset Empire Transp. District (SETD) ¹⁰	\$1.00	\$3.00	\$1.00	\$30	\$5.00 - \$8.00	-	\$8.00 for 0-10 miles and \$12.00 for 11-20 miles.	\$2.00
Yamhill County (YCTA) ¹¹	\$1.25	\$2.50	-	\$35	\$1.25	\$2.50	\$1.75 Monthly: \$40.00	\$2.50

Note: ADA Paratransit fares can be no more than twice the fare on an equivalent fixed-route service.

Peer Notes:

- [1] TCTD, <https://www.nworegontransit.org/passes-icid/> and <http://www.nworegontransit.org/dial-a-ride-tctd/>, TCTD charges \$15 for a one-way trip to Portland, and \$20 for a round trip. Dial-A-Ride trips are \$3.00 or \$1.50 for seniors or people with a disability. A 10-ride Dial-A-Ride punch card is available for \$30 or \$15.
- [2] Basin Transit, <http://www.basinttransit.com/>.
- [3] Benton County, Oregon, https://www.co.benton.or.us/sites/default/files/fileattachments/public_works/pa06r/2638/2015dabstfbrochure_000.pdf
- [4] CET, <http://cascadeseasttransit.com/fares>. Multi-zone system for intercity fares.
- [5] Clallam Transit, <http://www.clallamtransit.com/Fares-Passes>, \$3.75 per mile for Dial-A-Ride trips beyond a 3/4-mile distance from fixed-route service.
- [6] Columbia County Rider, <https://www.nworegontransit.org/passes-cct/>
- [7] Lincoln County, \$1 per zone for intercity routes, with 9 zones. <http://www.co.lincoln.or.us/transit/page/fare-schedule>.
- [8] Mendocino Transit, <http://mendocinotransit.org/fares/#65>. Dial-A-Ride: <http://mendocinotransit.org/dial-a-ride/>. Dial-A-Ride fares for travel outside of the central zone are an additional \$6.00.
- [9] Napa Valley, <http://www.ridethevine.com/fares-passes>. Vine Go provides complementary ADA Paratransit service. <http://www.vinetransit.com/vinego>
- [10] SETD, <http://www.nworegontransit.org/wp-content/uploads/2018/06/Fare-Policy-Outreach.pdf>. SETD revised fares on 7/1/2018, lowering local day passes from \$5.00 to \$3.00 and monthly passes from \$45 to \$30. General public Dial-A-Ride one-way fare is \$8.00 for 0-10 miles and \$12.00 for 11-20 miles.
- [11] <http://www.yctransit/area.org/index.php/wheelchair-accessible/>

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Revenue Impact

Figure 5 provides an estimate of the annual revenue impact from the proposed Dial-A-Ride fare change to a \$4.00 full fare and a \$2.00 discounted fare, based on EcoLane data for March-December 2018.¹

- The “With Current Fare” column provides estimated fare revenue for each private DAR trip at current fares for each fare category (**\$3.00** full fare and **\$1.50** discounted).
- The “With Proposed Fare Increase” column provides estimated fare revenue for each private DAR trip assuming the proposed fares for each fare category (**\$4.00** regular and **\$2.00** discounted). The fare change is estimated to:
 - Generate approximately **\$6,000** in additional fare revenue, based on 2018 Dial-A-Ride trips
 - Increase the average Dial-A-Ride fare for privately-paid trips within fare zones from **\$1.75 to \$2.33**
 - Increase farebox recovery, i.e., the share of TCTD’s cost to operate privately-paid Dial-A-Ride trips (within fare zones), from approximately **13% to 17%**
- The “Additional Potential Fare Scenarios” columns also estimate several additional scenarios ranging from **\$4.50 to \$6.00** for a full fare and discounted fares between **\$2.25 and \$3.00**.

The change would not impact contracted trips (for which TCTD is reimbursed by other entities), transfer trips (which are not charged a Dial-A-Ride fare), or trips between fare zones, which use a different fare structure.

Figure 5 Estimated Cost and Fare Revenue for Private Intra-Zone Dial-A-Ride Trips, 2018, with Current Fares and Proposed Fare Change

	Total Cost, 2018	With Current Fare	With Proposed Fare Increase	Additional Potential Fare Scenarios		
Full Fare	-	\$3.00	\$4.00	\$4.50	\$5.00	\$6.00
Discounted Fare	-	\$1.50	\$2.00	\$2.25	\$2.50	\$3.00
% Increase	-	-	33%	50%	67%	100%
Estimated Total Cost and Fare Revenue, 2018 Annual [1]	\$148,400	\$18,700	\$24,900	\$28,000	\$31,100	\$37,400
Additional Fare Revenue from Change	-	-	\$6,200	\$9,300	\$12,400	\$18,700
Average Cost or Fare per Trip	\$14.16	\$1.75	\$2.33	\$2.62	\$2.91	\$3.50
% Farebox Recovery		13%	17%	19%	21%	25%

Notes: [1] Total cost and fare revenue were estimated for private intra-zone trips between March and December, 2018. Full year costs and fare revenue including January/February 2018 were estimated based on the average for the rest of 2018. Fare revenues were calculated based on the full and discounted fare for the existing fare structure, the proposed change, and several additional scenarios. Youth trips (182) were omitted from the EcoLane report used for the analysis, but estimated fare revenues were added separately.

¹ The first full month that TCTD began using EcoLane to manage demand-response service was March 2018, so the first two months of 2018 were estimated based on the average for the rest of the year.

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EXISTING DEMAND-RESPONSE TRIP ANALYSIS

The analysis in this section is based on data for demand-response trips that TCTD provided from its EcoLane software for March – December 2018. There were 182 trips by youth that were not captured in the EcoLane report used for this analysis and are not included in the below data. Trip endpoints were geocoded and displayed on an interactive map, which can be accessed at https://transportation-surveys.shinyapps.io/tillamook_od_2018/.

Trip Purpose

Figure 6 lists demand-response trips by funding category and trip purpose.

Figure 6 Demand-Response Trips by Funding Category and Trip Purpose, March-December 2018

Trip Purpose	Private Trips		NW Rides Trips		Transfer Trips		Total	
	Count	% of trips	Count	% of trips	Count	% of trips	Count	% of trips
Physical Therapy	3,052	39.0%	3,902	64.4%	182	60%	7,348	50%
Mental	1,185	15.1%	1,003	16.5%	4	1%	2,192	15%
Medical	743	9.5%	533	8.8%	0	0%	1,276	9%
Work	869	11.1%	0	0.0%	0	0%	869	6%
Personal	864	11.0%	0	0.0%	0	0%	864	6%
Dental	167	2.1%	459	7.6%	0	0%	626	4%
Shopping	397	5.1%	0	0.0%	0	0%	397	3%
General	0	0.0%	0	0.0%	115	38%	284	2%
Recreation	165	2.1%	0	0.0%	0	0%	165	1%
Bank	102	1.3%	0	0.0%	0	0%	102	1%
Pharmacy	63	0.8%	35	0.6%	0	0%	98	1%
Therapy	39	0.5%	58	1.0%	0	0%	97	1%
Social/Senior Center	48	0.6%	0	0.0%	0	0%	48	0%
Counseling	46	0.6%	0	0.0%	0	0%	46	0%
Alcohol & Drug Treatment	0	0.0%	31	0.5%	0	0%	31	0%
Volunteer	31	0.4%	0	0.0%	0	0%	31	0%
Optometrist	23	0.3%	0	0.0%	0	0%	23	0%
Misc	16	0.2%	0	0.0%	0	0%	16	0%
Hospital Discharge	0	0.0%	15	0.2%	0	0%	15	0%
Dialysis	1	0.0%	13	0.2%	0	0%	14	0%
Surgery	0	0.0%	9	0.1%	0	0%	9	0%
Special Event	6	0.1%	0	0.0%	0	0%	6	0%
Meals	5	0.1%	0	0.0%	0	0%	5	0%
Unknown	2	0.0%	0	0.0%	0	0%	2	0%
Wound Care	0	0.0%	2	0.0%	0	0%	2	0%
Alcohol & Drug	0	0.0%	1	0.0%	0	0%	1	0%
Hospital	0	0.0%	1	0.0%	0	0%	1	0%
Methadone	1	0.0%	0	0.0%	0	0%	1	0%
Total	7,825	53.7%	6,062	41.6%	301	2.1%	14,569	100%

Note: Total trips includes 381 Helping Hands trips, which are classified as either Physical (56%) or General (44%).

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No-Shows and Cancellations

Figure 7 shows that most trips scheduled by riders were completed (over 88%). A relatively small share (nearly 7%) of trips were no-shows, meaning that TCTD had to send a vehicle to pick up a customer but did not get compensated, and 5% of trips were cancelled. The data does not indicate how soon before the scheduled time trips were cancelled. Late cancellations could have an impact on scheduling and efficiency.

Figure 7 No-Shows and Cancellations, March-December 2018

Trip Status	#	%
Completed	14,569	88.3%
No Shows	1,110	6.7%
Cancellations	826	5.0%

Travel Patterns

Private Trips

Figure 8 shows that most private (non-Medicaid or contracted) DAR trips are within zones, with the strongest intra-zone demand in Central County, followed by South County. The few private trips that crossed zones were between North and Central County.

Transfer Trips

Figure 9 illustrates transfer trips, where passengers ride Dial-A-Ride for access between a TCTD fixed-route service bus stop and their origin or destination. These trips were only provided in North and Central County.

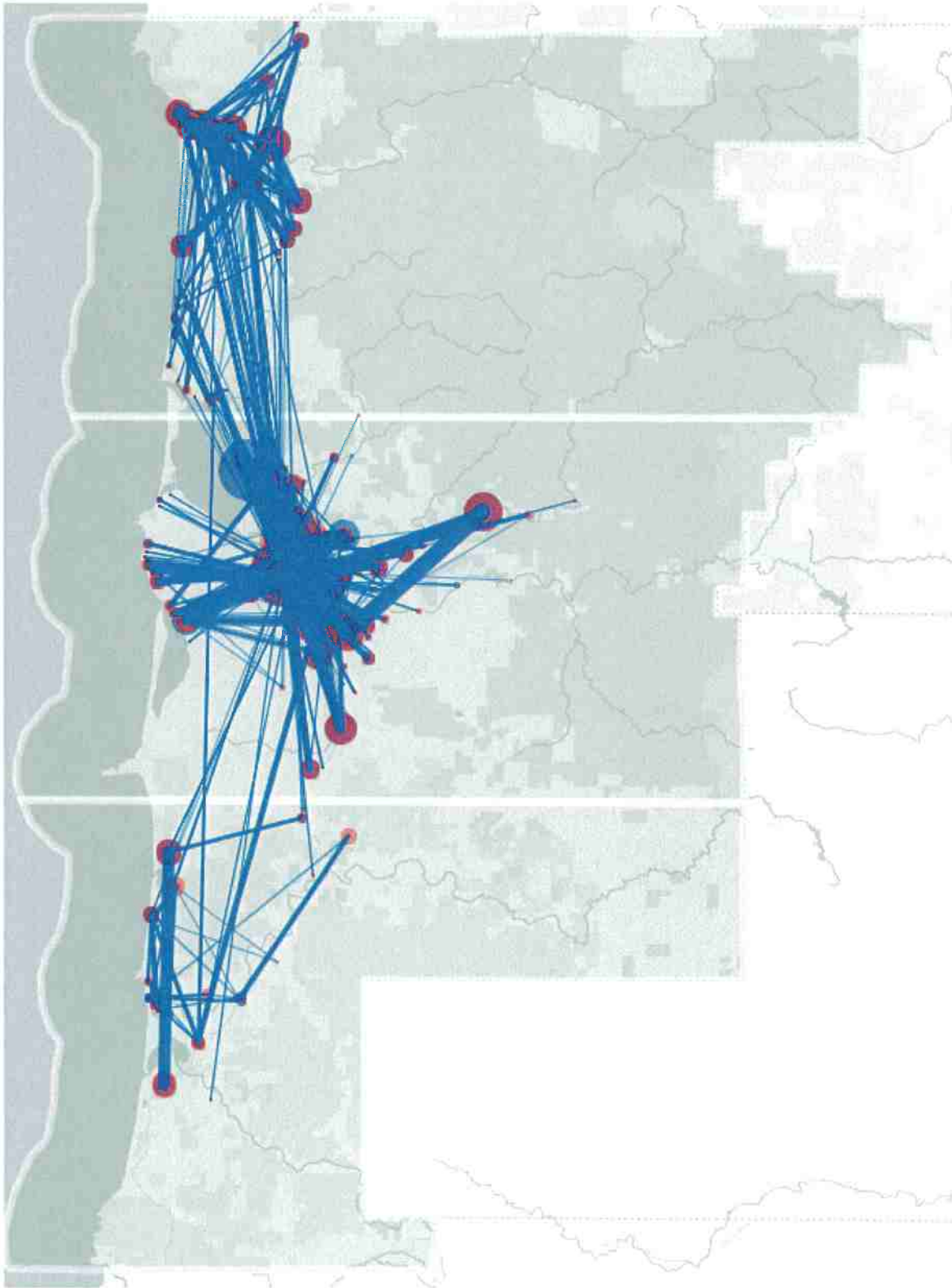
NW Rides and Ride Care Trips

Figure 10 shows NW Rides trips with more than five trips between origin-destination pairs in the 10 month period. TCTD is reimbursed for these trips on a per trip basis. These trips are both within and between TCTD's existing demand-response zones in Tillamook County, and extend to Lincoln County, Clatsop County, and the Portland area (Washington and Multnomah Counties).

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Figure 8 Privately-Paid Dial-A-Ride Trips and Demand-Response Zones, March-December 2018,

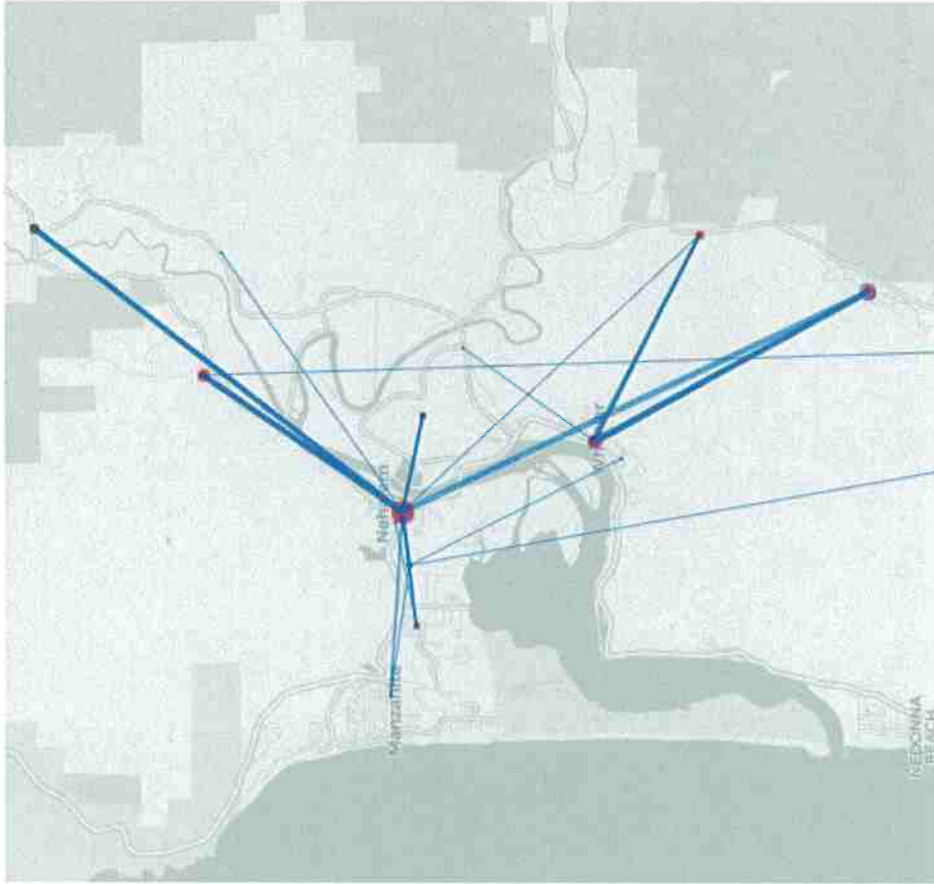


Source: EcoLane Data, March-December 2018.

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Figure 9 Existing Fare Zones and Dial-A-Ride to Fixed-Route Transfer Trips, May 2018

North County



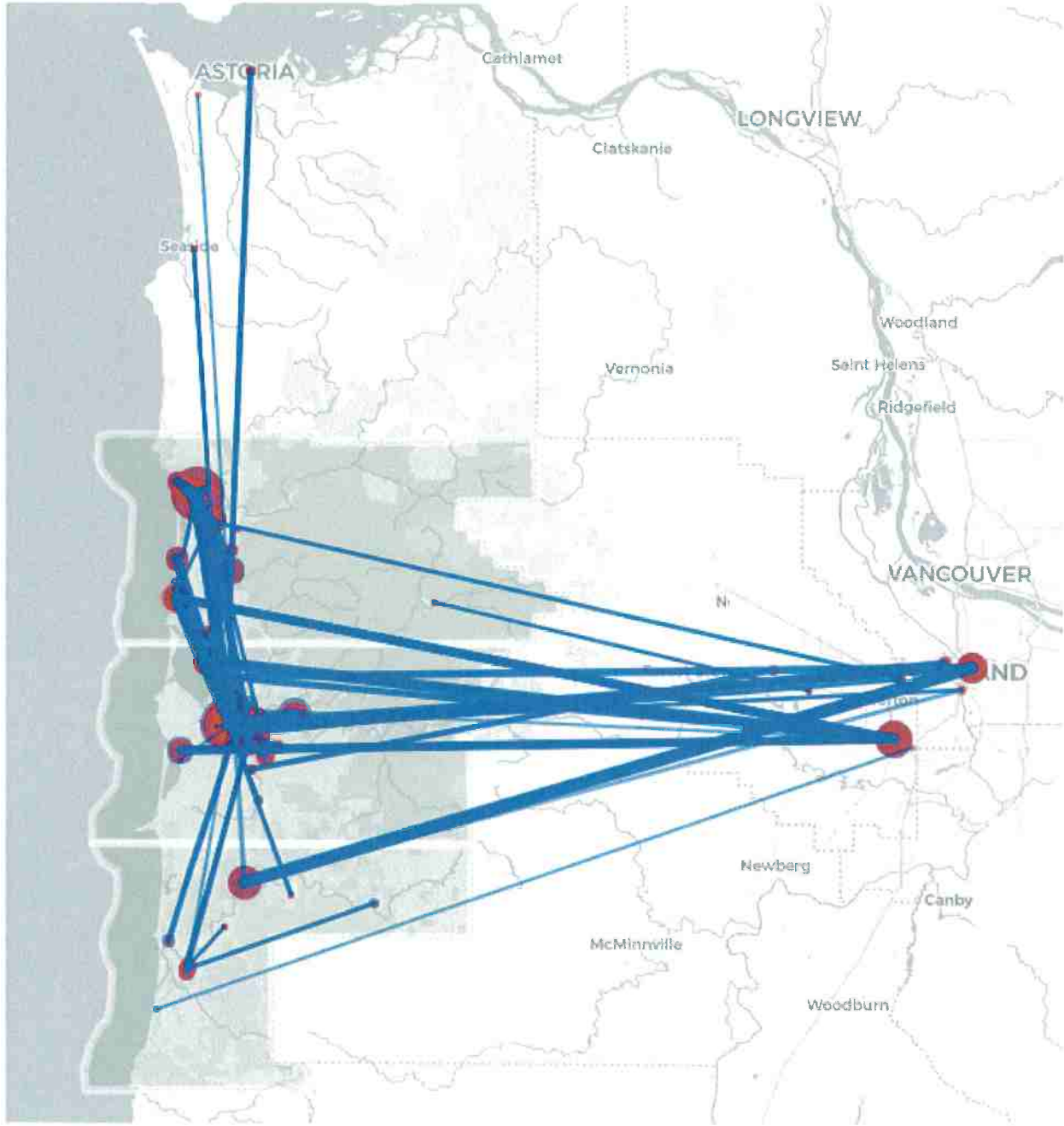
Central County



Source: EcoLane Data, March-December 2018.

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Figure 10 NW Rides (Medicaid) Demand-Response Trips, 5 or more trips, March-December 2018



Source: EcoLane Data, March-December 2018.

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Travel Distances

Figure 11 summarizes the distance of different types of demand-response trips provided by TCTD. Understanding the length of trips is useful in analyzing alternative fare structures, including those where a portion of the fare is based on the distance traveled.

- Looking at all DAR trips, the majority are short (over 70% are less than 10 miles); approximately 11% are 50 miles or more, all of which are NW Rides trips.
- Among intra-zone trips, most are short (over 70% are less than five miles), over 23% are between five and 10 miles, and 5% are longer than 10 miles.
- Among cross-zone trips within Tillamook County, nearly 40% are between 10 and 20 miles, and nearly 60% are between 20 and 35 miles. Nearly all cross-zone trips are currently NEMT trips.
- Transfers to fixed-route (under 350 total trips over the 10-month period) are mostly less than five miles (99%), and only four were longer than 10 miles

Figure 11 Demand-Response Trips within Tillamook County by Distance, March-December 2018

Category	All DAR Trips		All Intra-Zone Trips within Tillamook County		All Cross-Zone Trips within Tillamook County		NW Rides Cross-Zone Trips within Tillamook County		NW Rides Cross-Zone Trips within Tillamook County		Transfers to Fixed-Route	
	#	% of Total	#	% of Total	#	% of Total	#	% of Total	#	% of Total	#	% of Total
0-<2.5 miles	5,129	31.1%	5,122	41.2%	2	0.1%	1	0.1%	1,823	58.9%	80	23.0%
2.5-<5 miles	3,920	23.8%	3,911	31.5%	0	0.0%	0	0.0%	700	22.6%	159	45.7%
5-<10 miles	2,850	17.3%	2,821	22.7%	18	0.9%	8	0.5%	505	16.3%	105	30.2%
10-<15 miles	787	4.8%	420	3.4%	365	18.8%	343	19.8%	40	1.3%	1	0.3%
15-<20 miles	523	3.2%	129	1.0%	374	19.2%	341	19.7%	0	0.0%	1	0.3%
20-<25 miles	364	2.2%	8	0.1%	343	17.7%	301	17.4%	8	0.3%	1	0.3%
25-<30 miles	883	5.3%	21	0.2%	803	41.3%	707	40.8%	21	0.7%	1	0.3%
30-<35 miles	54	0.3%	0	0.0%	38	2.0%	32	1.8%	0	0.0%	0	0.0%
35-<50 miles	129	0.8%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
50+ miles	1,866	11.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	16,505	100%	12,432	100%	1,943	100%	1,733	100%	3,097	100%	348	100%

Note: Based on direct distance. Source: EcoLane Data, March-December 2018.

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Origin-Destination Patterns

Figure 13 and

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Figure 14 (next page) summarize the number and percentage, respectively, of overall demand-responsive travel patterns provided by TCTD between different geographies, including both private and NW Rides trips. Looking at

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Figure 14:

- Most trips, nearly **60%**, are within Central County,
- Over **14%** of trips are within North County and approximately **9%** of trips are between North County and Central County.
- Less than **3%** of trips are within South County and less than **3%** of trips are between South County and Central County

Figure 12 summarizes travel patterns for private trips, both number (#) and percentage (%).

- Nearly **three-quarters** of trips are within Central County, **19%** are within North County, and just **3%** are in South County. Existing private trips between these zones are very small due to limited existing capacity to offer these trips; however, based on the demand for Medicaid trips, there may be unmet demand for travel across fare zones, primarily between Central and North County and to a lesser degree between Central and South County.

Figure 12 Private Demand-Response Travel Patterns, # and % of Trips, March-December 2018

To_zone → ↓ From zone	# of Trips				% of Trips			
	Central	North	South	Trips To	Central	North	South	Trips To
Central	6,571	84	26	6,681	75%	1%	0%	76%
North	70	1,696	3	1,769	1%	19%	0%	20%
South	21	3	303	327	0%	0%	3%	4%
Trips From	6,662	1,783	332	8,777	76%	20%	4%	100%

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Figure 13 Overall Demand-Response Travel Patterns, # of Trips, March-December 2018

From Zone	To Zone →	Central	North	South	Multnomah County	Clatsop County	Washington County	Lincoln County	Marion County	Clackamas County	Columbia County	Yamhill County	Trips To
Central		9,633	778	214	252	50	324	14	2	6	4	1	11,278
North		744	2,382	3	58	85	115	1	0	1	0	2	3,391
South		201	3	417	139	0	7	11	11	0	0	2	791
Multnomah County		247	51	130	1	2	1	0	0	0	1	0	433
Clatsop County		40	71	1	0	3	0	0	0	0	1	0	116
Washington County		306	93	7	4	1	3	0	0	0	0	0	414
Lincoln County		16	1	12	0	0	0	0	0	0	0	0	29
Marion County		3	0	11	0	0	0	0	0	0	1	0	15
Clackamas County		5	1	0	0	0	0	0	0	0	0	0	6
Columbia County		5	0	0	0	1	0	0	1	0	1	0	8
Yamhill County		1	2	1	0	0	0	0	0	0	0	1	5
Trips From		11,201	3,382	796	454	142	450	26	14	7	8	6	16,486

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Figure 14 Overall Demand-Response Travel Patterns, % of Trips, March-December 2018

From Zone	To Zone →	Central	North	South	Multnomah County	Clatsop County	Washington County	Lincoln County	Marion County	Clackamas County	Columbia County	Yamhill County	Trips To
Central		58.4%	4.7%	1.3%	1.5%	0.3%	2.0%	0.1%	0.0%	0.0%	0.0%	0.0%	68%
North		4.5%	14.4%	0.0%	0.4%	0.5%	0.7%	0.0%	0.0%	0.0%	0.0%	0.0%	21%
South		1.2%	0.0%	2.5%	0.8%	0.0%	0.0%	0.1%	0.1%	0.0%	0.0%	0.0%	5%
Multnomah County		1.5%	0.3%	0.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	3%
Clatsop County		0.2%	0.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1%
Washington County		1.9%	0.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	3%
Lincoln County		0.1%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0%
Marion County		0.0%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0%
Clackamas County		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0%
Columbia County		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0%
Yamhill County		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0%
Trips From		68%	21%	5%	3%	1%	3%	0.2%	0.1%	0.0%	0.0%	0.0%	100%

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Tillamook County Transportation District
Non-Emergent Medical Transport Brokerage

Mileage Reimbursement Policy

February ____, 2019

The Tillamook County Transportation District Brokerage ("TCTD Brokerage") uses Ecolane software to schedule and assign non-emergent medical transport (NEMT) trips to contracted transportation providers. The Ecolane software generates trip assignments based on the least-cost trip by automatically calculating the **shortest direct route** between the first pickup point and the final destination. The TCTD Brokerage will reimburse contractors for mileage based on the shortest direct route as selected by the Ecolane software.

In the event of a contractor's deviation from or extension to the shortest direct route associated with a trip assignment, this policy shall govern mileage reimbursement.

Deviations

For purposes of this policy, a deviation occurs when a contractor incurs mileage in excess of the shortest direct route as a result of leaving the shortest direct route for any purpose prior to reaching the final destination of the trip assignment, including for purposes of picking up or dropping off a shared ride client. It is the responsibility of the contractor to absorb the additional mileage incurred as a result of a deviation. No additional mileage will be reimbursed in excess of the distance of the shortest direct route as selected and assigned by the Ecolane software. All invoices submitted to the TCTD Brokerage must reflect only the trip mileage assigned by Ecolane. Any discrepancy in the invoiced mileage will be grounds for rejection of the invoice.

Extensions

For purposes of this policy, an extension occurs when a contractor incurs mileage in excess of the shortest direct route for the sole purpose of dropping off a shared ride client at a final destination beyond the original client's final destination. Extensions must be approved in advance by the TCTD Brokerage. All invoices submitted to the TCTD Brokerage must identify trip assignments that involve an extension. Contractors will be reimbursed for mileage for approved extensions based on the shortest direct route between the original client's final destination and the shared ride client's final destination.

This policy is consistent with the provisions of Oregon Administrative Rules 410-136-3220, which govern payments to third-party NEMT contractors.

This policy is also consistent with the terms of the Blanket Purchase Agreement (BPA) governing performance of NEMT services by TCTD and each of its contractors, the relevant sections of which are referenced below:

- Contractor shall accept and perform rides as assigned by the TCTD Brokerage.
[Attachment A, TCTD Transportation Provider Standards, Paragraph 13.N]

- Contractor shall not make any changes to the rides as authorized by the TCTD Brokerage including, but not limited to, any changes resulting in (1) combined or shared rides (2) indirect routes of any kind or (3) alternate pick-up or drop-off locations. If a change is needed Contractor must receive prior approval for such change from the TCTD Brokerage. Trips not provided as authorized shall not be reimbursed. *[Attachment A, TCTD Transportation Provider Standards, Paragraph 13.L]*
- Reimbursement will be made for the route and mileage selected from point of origin to the destination by the TCTD Brokerage software. *[Section II, General Provisions, Paragraph 6.A]*
- Reimbursement is based on the condition that the NEMT service was provided as authorized by TCTD, including shared ride status, escort requirements, assigned pick-up and drop-off locations, and any other directions provided by TCTD with the trip assignment. *[Section II, General Provisions, Paragraph 6.C]*
- No payment will be made for duplicate mileage. When two NEMT clients are transported at the same time, only one mileage charge will be allowed. *[Section II, General Provisions, Paragraph 4.A(1)]*
- Shared NEMT ride rates shall be no more than half the base rate for each mode of transportation in accordance with OAR 410-136-3220. *[Section II, General Provisions, Paragraph 4.A(2)]*

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