

nwCONNECTOR

Coordinating Committee Meeting

October 11, 2019

Tillamook County Transportation District

3600 3rd St

Tillamook, OR

10:00 am—2:00 pm

Teleconference Information

866/755-7677

Pin # 005939

Agenda

10:00— 10:05a	1. Introductions	Doug Piant
10:05— 10:15a	2. Consent Calendar (Action Items) <ul style="list-style-type: none"> ✚ September 13, 2019 Meeting Minutes (Attached) ✚ September 2019 Financial Report ✚ Ridership Tracking (July 2019) ✚ Calculating Average Passenger Miles Progress 	Doug Piant
10:15— 10:30a	3. NWOTA Standing Items <ul style="list-style-type: none"> ✚ IGA Approvals Update ✚ Management Plan Approval Updates ✚ Website Alert Implementation ✚ Travel Studio/Transportation Committee 	Benton County Benton/Columbia/SETD All Jeff Hazen
10:30- 12:00p	3. NW Connector Marketing <ul style="list-style-type: none"> ✚ Project Update 	Selena Barlow
12:00— 12:30p	4. Lunch	
12:30— 1:00p	5. Website Trip Enhancements <ul style="list-style-type: none"> ✚ Draft RFP/Scope of Work 	Mary McArthur
1:00— 1:30p	6. NWConnector Website Events/Trips	All
1:30— 2:00p	7. Other Business and Member Updates	All

Attachments:

September 13, 2019 Meeting Minutes

September NWOTA Action Items

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.org



Oregon Transit Alliance (NWOTA)
Coordinating Committee Meeting Minutes
September 13, 2019
Tillamook County Transportation District
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Meeting attendees/teleconference participants included:
 - Cynda Bruce—Lincoln County Transportation
 - Jeff Hazen—Sunset Empire Transit District
 - Doug Pilant—Tillamook County Transportation
 - Lisa Scherf—Benton County Transit
 - Todd Wood—Columbia County Rider
 - Mark Bernard, Arla Miller, Ken Shonkwiler—ODOT
 - Ryan Farncomb—Parametrics
 - Scott Richmond—Jacobs Engineering Group (CH2M Hill)Excused:
2. Consent Calendar: Unanimously approved. (JH/CB)
 - ✦ August 9, 2019 Meeting Minutes—No changes.
 - ✦ August Financial Report—Received \$12,000 in partner dues and TCTD paid full amount of annual dues.
 - ✦ July Ridership Performance Report—Mary still needs to work with John Dreezen at Columbia County Rider. **October agenda.**
 - ✦ Calculating Average Passenger Miles Progress—Now that Sunset has updated their ridership number, they will get started on calculating average passenger miles. Lincoln County's average passenger miles went up from 13 to 19 because of the increase in riders from north County. Reminder that Benton and Columbia and Sunset need to get their average passenger miles calculations done. **October agenda.**
3. NWOTA Standing Items:
 - ✦ IGA Approval Updates—No changes from last month: Waiting for Benton County.
 - ✦ Management Plan—Jeff will meet with Todd.
 - ✦ Website Alert Service—SETD and TCTD have both completed their trainings, Cynda will get her training scheduled. Columbia County Rider uses flash alerts, which go straight to their riders emails. Todd will follow up with Trillium regarding the applicability of the new website alert.
 - ✦ NW Connector Marketing—Selina Barlow has scheduled her NWConnector system trip for early October. She will be riding the NWConnector on most of its routes. Mary has sent her the marketing materials used in the last two years. A potential marketing option will be information on the inside of the Lincoln County, Sunset Empire and Tillamook County buses and shelters for downloading the transit app so riders can have real time information on the status of their buses.
 - ✦ Travel Tourism Studio/Transportation Committee—Rack cards are going to go to lodging and property managers in Cannon Beach providing visitor information on car-free travel. Cannon Beach received a Transportation Growth Management (TGM) grant to develop their Transportation System Plan (TSP). Sunset is going to see if there is a way to draft in language for property managers regarding number of cars. Goal is a car-free Cannon Beach, car-free rentals. Daily Astorian is going to write an article about Car-

Free Cannon Beach. Potential opportunity to do tourism videos regarding transportation access to NW Oregon. **Trillium** has a contract with Travel Oregon to look at private transportation numbers. Next Friday, at the NW Coast Travel Network meeting, there will be a panel discussion on transportation options. Jeff, Arla, Doug, Mary and Ken will be on the panel.

4. Pedestrian Access Study

Originally planned to have 30% design of 24 stops. Since the project funding was awarded in 2013, ODOT design thresholds have changed, and 30% design now is closer to concept design. Net result is that some of the stops will need additional design work before seeking implementation funding. Blueprint for transit design for NW Oregon, as districts work with developers that might be adding a transit stop or when seeking STIF funding.

- ✚ Scappoose at Havlik Rd/Hwy 30. Requires highway and rail right-of-way. Stop will need a barrier between the road and rail. Will require a major signal rebuild process, and likely require significant ODOT involvement.
- ✚ St Helens at Gable Rd/Hwy 30. Stop includes grade changes.
- ✚ St Helens at Gable Rd/Hwy 30 eastbound.
- ✚ St Helens near Columbia Blvd/Hwy 30 eastbound. May not be a corresponding spot across Hwy 30 that goes westbound.
- ✚ Clatskanie is still an issue, to be looked at more in the future.
- ✚ Knappa—Near Hillcrest Rd off Hwy 30, near the Chevron St. Well-sheltered stop off the highway.
- ✚ Warrenton—North of the Ensign Lane/Hwy 101 intersection. Straightforward and easy to implement. Intersection is already ADA—implemented.
- ✚ Gearhart—North of intersection at Pacific Way. Will be coordinated with Pacific Way signal rework. Also if there is a road reconfiguration, the roadway footprint doesn't change, so the transit stop will stay in the same place.
- ✚ Seaside—Ave A and Hwy 101. Will be funded as part of the roadway improvements.
- ✚ Rockaway Beach (Two stops on alternate sides of Hwy 101, near City Hall. Will also facilitate access to the Salmonberry Trail (southbound). The City is okay with both stops, as was the Salmonberry Trail group.
- ✚ Rockaway Beach—Two stops on alternate sides of Hwy 101 near the post office. Northbound stop will require purchase of right-of-way. Southbound stop will connect with Salmonberry Trail. Also includes a bike repair station.
- ✚ Hebo—Northbound Hwy 101 near S Hebo Lane. Right-of-way still needs to be surveyed to resolve.
- ✚ Cape Kiwanda—Cape Kiwanda Dr, south of Pelican Pub in Pacific City. Will need further conversation with County Board of Commissioners, but no objections from community from preliminary design.
- ✚ Newport North—Near Walmart parking lot off Hwy 101.
- ✚ Newport—A transfer point between the regional bus network and a local circulator which serves Oregon Coast Community College. It is presently a flag stop on US 101. Relocate to the west side of Ash Street just north of the intersections with SE 40th. ADA access may need to be revised
- ✚ Walport—Southbound NW Broadway St at Ray's Market, near the intersection of Highway 24 (Alsea Highway). Improvements are important to the community and is well supported. Good supported and well-designed.
- ✚ Philomath—Highway 34 near the section with 14th St. Elongating the existing stop, providing a more formalized, noticeable shelter. May decide to add features, rather than replace the existing shelter.

- ✦ Philomath—Highway 34 (eastbound Applegate St) near the intersection with 11th St. Another existing stop that will be enhanced. May not need a full expansion, may not have a lot of riders waiting at the stop. Bike rack and trash receptacles are good. Better signing is needed. Shared stop with the Philomath Connection
- ✦ North Albany—Two stops, north and southbound, Lewisburg/Granger Ave on OR 99. A fairly congested intersection.
- ✦ Adair Village—Current stop is located on William R Carr Ave near the intersection with Vandenburg Ave, at a convenience store in Adair Village. The proposed stop location is located at Adair Village City Hall and Community Center in Adair Village. Stop is not conveniently located for individuals with mobility difficulties, being an isolated stop. Will need to be incorporated into Adair Village's future planning.

Final booklet of all the stops will be completed. Good project, good for replicating across the State. TCTD would have preferred to have Garibaldi included, but the originally thinking was that the stops would be included in ODOT's paving of Hwy 101 through town. The paving hasn't happened. Transit access project process would also be good for looking at identifying and locating park and rides.

5. Website Trip Enhancements

- ✦ Trip Planner Discretionary Grant—TCTD Board will be approving the contract next Thursday. The size of the contract is large enough that NWOTA will need to go out for a RFP. **Mary** will draft a Scope of Work for review at the October Board meeting. List on ORPIN.
 1. Trips/Events: Revised lists being worked on. **Mary** will coordinate and follow up on discussion from August Board meeting.

6. NWConnector Website Events/Trips

Updating postponed until the **October** Board meeting.

7. Other Business/Member Updates

- ✦ Benton County—Coast to Valley planning with Cynda and Mark, and have sketched a solid service plan. Has also passed preliminary review with ODOT. Have an aging fleet and may have to rent some vehicles. In the middle of hiring Lee's replacement. Lee is doing very well, all his follow ups have been clean. Rolled out STIP expansion, from 30,000 to 40,000 hours.
- ✦ Lincoln County—Lincoln and Benton have worked out an expanded Coast to Valley route. Making connections with Amtrak, and other transit stops. Hired second dispatcher. Working on pay equity and district job descriptions. Getting ready to go to RTAP conference, including procurement training.
- ✦ Columbia County—Working on STF implementation, with an October 7 rollout. MTR has asked for more money because of insurance rates, which could result in their backing out of the recently negotiating contract. Benton County uses the same contractor, and has had some of the same experience.
- ✦ Sunset Empire Transit District—Article in the Daily Astorian regarding comments made by a former employee. Jeff is following up with an internal investigation. Looking to wrap up HR personnel hiring. Working on Transportation Options for Lincoln County. Taking a tour for this weekend's transit summit.
- ✦ Tillamook County—At end of August, Greyhound notified were moving stop out of bus station, where TCTD does its layovers. For the interim, are laying over at Union Station. Labor negotiations continue. Analyzing route deviations, and the level of deviations occurring. City of Tillamook agreed to sale of the Transit Center to TCTD. With STF expansion, will be providing service out to the Port of Tillamook Bay.

- ✦ ODOT: Arla—NEXT Renewables at Port Westward will likely need transit service because the road is too narrow for the amount of expected traffic. Options being considered: Park and ride, shuttle service. Need to work on funding.
- ✦ ODOT: Mark—Florence to Yachats now being run by Lane Council of Governments and doing well.
- ✦ PTAC—STF/STIF Merger Committee. Todd and Lisa are on the committee. To date, the committee has been working on what “Success would Look Like”:
 - Management
 - New concepts clear and easy to understand
 - Projects
 - Potential conceptsNext meeting on September 24th **October** agenda

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

NWOTA Action Items

September 2019

	Action Items	Assignments	Progress
<input type="checkbox"/>	IGA Get approved by each partner commission/board.	Mary to get copies of signed IGA's from each partner for the file	Lincoln Co (√) (√) Tillamook (√) Columbia Co (√) SETD (√)
<input type="checkbox"/>	Management Plan Get approved by each partner commission/board	Mary—Send out Plan and most current Action Plan Benton Columbia Sunset Empire Mary—Get approval documentation from each partner	(√) Lincoln (√) Tillamook (√)
<input type="checkbox"/>	Management Plan Updates Mobile app for NW Connector Transit language for Comp Plans and TSPs Purchase rides online Reserve a seat online		
<input type="checkbox"/>	Website Events/Trip Planner/Newsletter Draft RFP/Scope of Work	Mary	October Board Mtg
<input type="checkbox"/>	Bike and Ride Info on Website 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"/>	2019–2020 NWConnector Marketing	Selina Barlow to test travel the NWConnector system	Report—October Board meeting
<input type="checkbox"/>	NW Connector Ridership Update performance methodology assumptions Compare monthly ridership year-to-year	Partners do calculations SETD, Lincoln, Columbia ridership Mary to meet with John Dreeszen	Tillamook (√) Lincoln (√) Benton (√) Tillamook (√) Sunset (√)
<input type="checkbox"/>	NW Connector Holidays Policy (Lincoln drop 1, TCTD add 3 days)	Doug/Cynda	
<input type="checkbox"/>	Adding Connector Partners—Meet with Washington County initially		
<input type="checkbox"/>	NWConnector Trips and Events	Mary to coordinate	October Board Mg
<input type="checkbox"/>	Transportation Options	Consider adding a TO page to NWConnector Website	NW Connector follow on to Oregon's July Drive less Connect promotion

	Action Items	Assignments	Progress
			NW Connector highway signs displaying website info
<input type="checkbox"/>	Transit App Alerts	Trillium train partners	Sunset/Tillamook ✓
<input type="checkbox"/>	Updated Visitor Passes		Include in Marketing