

Tillamook County Transportation District  
Transportation Advisory Committee  
Tuesday, February 9, 2021 at 2:00pm  
3600 Third St., Ste. A Tillamook, Oregon



## Meeting Minutes

### 1. Call to Order

Chris Kell called the meeting to order at 2:00pm

### 2. Roll Call/Introductions

#### Present

Carol McAndrew, Senior Citizen Representative  
Nick Torres, Veteran's Services Representative  
Jeff Hazen, SETD/Neighboring County Transit Service  
Chris Kell, Representative of Senior Citizens  
Ron Rush, Marie Mills Center/Representative of Disabled Residents

#### Absent

Erin Skaar, CARE, Inc.  
Robin Taylor, General Public  
Stacie Zuercher, NW Senior and Disabled Services

#### TCTD Board

None

#### TCTD Staff

Doug Pilant, General Manager  
Cathy Bond, NW Rides Brokerage Manager/Clerk

#### Guest

None

### 3. Approval of Minutes –

**Motion** by Carol McAndrew to approve the January 19, 2021 meeting minutes.  
*Motion Seconded* by Ron Rush. Chairperson Chris Kell called for further discussion;  
followed by none, she called for the vote.

#### **MOTION PASSED**

By Carol McAndrew, Ron Rush, Jeff Hazen, Nick Torres and Chris Kell.  
Erin Skaar, Robin Taylor and Stacie Zeurcher were absent.

### 4. Old Business

#### **a. Approval of the FY2021-23 STF Application Funding Plan**

GM Doug Pilant provided a brief overview of the purpose of the STF program and the process of soliciting projects to be funded. Marie Mills Center was the only applicant, requesting \$35,321. Since there were no other applicants to consider, the balance is being directed to TCTD for admin costs and support of

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transit services, \$4,000 and \$96,079 respectively. Jeff Hazen asked if the operations portion is to a specific amount or general operations. GM Doug Pilant explained it will be general operations. The District did not receive an application from Care, Inc. for disabled and senior bus pass program. GM Doug Pilant explained he'll meet with the new CARE executive director about continuing the program in a different form. GM Doug Pilant said the Marie Mill Center and TCTD applications are included in the attached ODOT consolidated application.

Ron Rush declared a conflict of interest since Marie Mills Center is an applicant.

**MOTION** Made by Jeff Hazen to submit the TAC committees' recommendation to the TCTD Board of Directors to approve the FY 2021-23 Special Transportation Fund (STF) project recommendations as presented. *Motion Seconded* by Chris Kell.

**MOTION PASSED**

By Carol McAndrew, Jeff Hazen, Nick Torres and Chris Kell.

Ron Rush abstained.

Erin Skaar, Robin Taylor and Stacie Zeurcher were absent.

**b. Approval of FY 2021-23 Section 5310 Consolidated Application Funding Plan**

GM Doug Pilant explained the purpose of the Section 5310 program. The District also completed a project solicitation process to determine if there were other transportation providers needing funding assistance. Two applications were received. Marie Mills Center for preventative maintenance of their fleet and the purchased transportation program. The \$180,144 balance of the funding was allocated to three (3) TCTD projects: Propane conversion, repair/renovation of TCTD dispatch center and mobility management. GM Doug Pilant explained that he prepared a memo summarizing the projects and with a recommended order of priority. Ron Rush said the purchased transportation program is also a partnership with CARE, Inc. to meet some of their transportation needs.

Ron Rush declared a conflict of interest since Marie Mills Center is an applicant.

**MOTION** Made by Jeff Hazen to submit the TAC committees' recommendations to approve FY 2021-2023 Section 5310 Plan projects and recommend the TCTD Board authorize the General Manager to submit the Section 5310 application to ODOT. *Motion Seconded* by Carol McAndrew

**MOTION PASSED**

By Carol McAndrew, Jeff Hazen, Nick Torres and Chris Kell.

Ron Rush abstained.

Erin Skaar, Robin Taylor and Stacie Zeurcher were absent.

**5. New Business**

**a. STF/STIF Consolidation Update –**

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GM Doug Pilant shared what he believed was the most recent status of the STF/STIF consolidation process. GM Doug Pilant asked Jeff Hazen if he is aware of any upcoming dates. Jeff Hazen has not heard of any dates for the consolidation process but may learn more at the next ODOT Public Transportation Advisory Committee meeting.

**b. Future Meeting Date(s)**

GM Doug Pilant proposed May-September for a future committee meeting to possibly receive updates for STF phase out and STIF Plan and provide an update on the STIF service enhancement projects. Implementation of the new union contract needs to be completed first. Will provide the TAC an update as more information is available. GM Doug Pilant will reach out to the committee and coordinate a new meeting date.

**6. Other Business/Public Comments**

Carol McAndrew – Thinks the group is very efficient and thanked Chris Kell for doing a good job of chairing the committee.

Jeff Hazen – He thinks recommendations for STF/STIF consolidation may be ready in the early Fall.

Chris Kell – Everyone is awesome and thanked the committee.

**7. Adjournment:** Meeting adjourned at 2:22pm.

**These minutes approved this 4<sup>th</sup> Day of November 2021.**

ATTEST:

  
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Chris Kell, Committee Chair

  
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Doug Pilant, General Manager