

Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting



Dial-A-Ride
A Service of Tillamook County Transportation District



Thursday, October 20, 2022 at 6:00PM
Transportation Building
3600 Third Street, Tillamook, Oregon

UMPQUA BANK: CLOSING DATE 08/24/2022

Date	Vendor	Description of Transaction	Amount
DOUG PILANT			
07/27/22	Virtual Postmail.com	Postage	\$25.00
			\$25.00
CATHY BOND			
07/27/22	LaMexicana	Meals: Annual Review of Brokerage Coordinator	\$28.00
07/28/22	Language Line	Phones/NWR	\$27.65
07/29/22	Language Line	Phones/NWR	\$35.55
08/02/22	Tillamook County Cream	Bucket for Memorial	\$8.99
08/03/22	ENDICIA	Postage	\$9.95
08/05/22	Adobe Acropro	Software/NWR	\$24.99
08/15/22	Language Line	Phones/NWR	\$15.80
08/23/22	Blue Heron	Meals: Care Oregon survey review (7 pp)	\$133.80
08/23/22	Adobe Creative Cloud	Software/Admin/TCTD	\$79.99
08/24/22	Language Line	Phones/NWR	\$15.80
			\$380.52
KENDRA VOGT			
07/26/22	Amazon	Marketing: Fair booth	\$12.99
07/27/22	Amazon	Marketing: 25th Ann	\$53.97
07/28/22	Main Street Pizza	Meals: Memorial preparation	\$46.37
07/28/22	Amazon	Marketing: 25th Ann	\$21.90
08/05/22	Amazon	Marketing: Fair booth	\$119.99
08/08/22	Rosenberg Builder	Memorial: Sandbags	\$32.36
08/12/22	Crystal Plus Awards	Employee App	\$196.06
08/17/22	Amazon	Monthly membership	\$14.99
			\$498.63
MIKE REED			
08/04/22	Amazon	Office Supplies	\$18.86
			\$18.86
TABATHA WELCH			
07/29/22	Amazon	Kitchen Supplies	\$279.99
08/01/22	Zoom	Computer	\$40.00
08/05/22	Endicia	Postage	\$100.00
08/12/22	Fred Meyer	Meals: NWOTA	\$85.41
08/15/22	HULU	Office TV/Cable	\$69.99
08/15/22	Safeway	Meals: NWOTA	\$12.84
08/15/22	Blue Heron	Meals: NWOTA	\$90.25
08/05/22	Endicia	Postage	\$24.99
08/19/22	Safeway	Gift cards: Helpers for Memorial and Fair	\$526.15
			\$1,229.62
CLAYTON NORRBOM			
08/12/22	Smith System	Training: New Operations Coordinator	\$720.00
			\$720.00
NATALIE ZUERCHER			
07/29/22	Franz	Marketing: 25th Ann	\$67.60
07/29/22	Kimmels True Value	Marketing: 25th Ann	\$25.99
08/01/22	Safeway	Marketing: 25th Ann	\$12.06
08/02/22	INDEED	Recruitment	\$126.12
08/08/22	Gravity Forms	Marketing: Website	\$59.00
08/08/22	Amazon	Marketing: Fair booth	\$47.77
08/08/22	INDEED	Recruitment	\$417.00
08/12/22	Center Market	Marketing: Fair	\$5.98
08/15/22	Center Market	Marketing: Fair	\$6.98
08/15/22	Center Market	Marketing: Fair	\$5.98
08/15/22	Country Media	Recruitment: Office	\$48.00
08/15/22	WPForms.com	Annual Renewal of website software	\$79.00
08/19/22	Recess Food Truck	Meals: Board Meeting	\$25.00
			\$926.48
Charges total			\$3,799.11
Partial Payment - card over limit			\$319.99
Grand Total Due			\$3,479.12

TW pd 8-3-22 \$319.99

APPROVAL

DATE



August 2022 Statement

Open Date: 07/26/2022 Closing Date: 08/24/2022



Visa® Company Card with Rewards
TILLAMOOK CNTY TRANS (CPN 001469460)

Account: 7790

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

New Balance	\$3,479.12
Minimum Payment Due	\$35.00
Payment Due Date	09/22/2022

Reward Points	
Earned This Statement	3,984
Reward Center Balance	78,541
-- as of 08/24/2022	
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+ pd	\$9,654.03
Payments	includes extra pay	\$9,974.02 CR
Other Credits	08 #319 99	\$0.00
Purchases	+	\$3,799.11
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$3,479.12
Past Due		\$0.00
Minimum Payment Due		\$35.00
Credit Line		\$10,000.00
Available Credit		\$6,520.88
Days in Billing Period		30

9/30/22 09/28/22
via phone trans
\$3479.12 From 6 w
Trans # 22093015170810
pd

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

000037227 01 SP 000638298058350 P Y

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



Account Number	7790
Payment Due Date	9/22/2022
New Balance	\$3,479.12
Minimum Payment Due	\$35.00

Amount Enclosed \$ 3479.12

Cardmember Service

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




Visa Business Rewards Company Card
Rewards Center Activity as of 08/24/2022

Rewards Center Activity*	0
Rewards Center Balance	78,541

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	3,565	32,596
Gas, Restaurants & Telecom Double Points	419	8,493
Total Earned	3,984	41,089

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.

SKIP THE MAILBOX. Switch to e-statements and securely access your statements online. Get started at myaccountaccess.com/paperless

Transactions		PILANT, DOUGLAS		Credit Limit	\$5000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
07/27	07/27	9688	VIRTUALPOSTMAIL.COM 909-235-6245 NV	\$25.00	_____
Total for Account				\$25.00	

Transactions		BOND, CATHY		Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
07/27	07/25	7756	LA MEXICANA RESTAURANT TILLAMOOK OR	\$28.00	_____
07/28	07/27	8358	LANGUAGE LINE, INC. 800-7526096 CA	\$27.65	_____
07/29	07/28	1765	LANGUAGE LINE, INC. 800-7526096 CA	\$35.55	_____
08/02	08/01	1029	TILLAMOOK COUNTY CREAM TILLAMOOK OR	\$8.99	_____
08/03	08/02	4189	ENDICIA 800-576-3279 CA	\$9.95	_____
08/05	08/04	7422	Adobe Inc 800-8336687 CA	\$24.99	_____
08/15	08/13	0734	LANGUAGE LINE, INC. 800-7526096 CA	\$15.80	_____

Continued on Next Page

Transactions		BOND, CATHY			Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
08/23	08/22	1880	BLUE HERON FRENCH CHEE TILLAMOOK OR	\$133.80	_____	
08/23	08/22	1366	Adobe Inc 800-8336687 CA	\$79.99	_____	
08/24	08/23	6990	LANGUAGE LINE, INC. 800-7526096 CA	\$15.80	_____	
			Total for Account	022	\$380.52	

Transactions		NORRBOM, CLAYTON			Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/12	08/11	6060	SMITH SYSTEM D.I.I. INC 800-777-7648 TX	\$720.00	_____	
			Total for Account	5675	\$720.00	

Transactions		REED, MICHAEL			Credit Limit	\$3500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/04	08/03	3125	AMAZON.COM*RF0K100N3 A AMZN.COM/BILL WA	\$18.86	_____	
			Total for Account	9595	\$18.86	

Transactions		WELCH, TABATHA			Credit Limit	\$10000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
07/29	07/28	5802	AMZN MKTP US*TV2ED1E83 AMZN.COM/BILL WA	\$279.99	_____	
08/01	07/29	9674	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$40.00	_____	
08/05	08/04	6514	USPS STAMPS ENDICIA 888-434-0055 DC	\$100.00	_____	
08/12	08/11	5843	FRED-MEYER #0377 TILLAMOOK OR	\$85.41	_____	
08/15	08/14	9335	HLU*Hulu 1934589749380 HULU.COM/BILL CA	\$69.99	_____	
08/15	08/12	6421	SAFEWAY #2723 TILLAMOOK OR	\$12.84	_____	
08/15	08/12	0306	BLUE HERON FRENCH CHEE TILLAMOOK OR	\$90.25	_____	
08/16	08/15	0551	ENDICIA 800-576-3279 CA	\$24.99	_____	
08/19	08/17	1068	SAFEWAY #2723 TILLAMOOK OR	\$526.15	_____	
			Total for Account	7	\$1,229.62	

*Tabitha pd
 as 8/13 for
 some reason
 319.99*

Transactions		VOGT, KENDRA			Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
07/26	07/25	6854	AMZN Mktp US*ZM8FL2IR3 Amzn.com/bill WA	\$12.99	_____	

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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	\$3,479.12	\$0.00	YES	\$0.00	14.49%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	26.24%	

Contact Us
 **Phone**

 Voice: 1-866-552-8855
 TDD: 1-888-352-6455
 Fax: 1-866-807-9053

 **Questions**

 Cardmember Service
 P.O. Box 6353
 Fargo, ND 58125-6353

Mail payment coupon with a check

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

Online
myaccountaccess.com


Transactions **VOGT KENDRA** **Credit Limit \$2500**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
07/27	07/26	8209	AMZN MKTP US*AH4MH92K3 AMZN.COM/BILL WA	\$53.97	_____
07/28	07/27	3994	MAIN STREET PIZZA TILLAMOOK OR	\$46.37	_____
07/28	07/27	7294	AMZN Mktp US*HE4HS31K3 Amzn.com/bill WA	\$21.90	_____
08/05	08/04	5890	AMZN Mktp US*2V5RU9B73 Amzn.com/bill WA	\$119.99	_____
08/08	08/05	2247	ROSENBERG BUILDERS SUP TILLAMOOK OR	\$32.36	_____
08/12	08/11	6042	CRYSTALPLUS AWARDS 888-779-8803 CA	\$196.06	_____
08/17	08/16	9848	Amazon Prime*7M48F7UO3 Amzn.com/bill WA	\$14.99	_____
			Total for Account /	84	\$498.63

Transactions **ZUERCHER NATALIE** **Credit Limit \$2500**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
07/29	07/28	0286	FRANZ FAMILY BAKERY 90 TILLAMOOK OR	\$67.60	_____
07/29	07/28	3950	KIMMELS TRUE VALUE TILLAMOOK OR	\$25.99	_____
08/01	07/30	7286	SAFEWAY #2723 TILLAMOOK OR	\$12.06	_____
08/02	08/01	6727	ONLINE JOB ADS INDEED 512-4595300 TX	\$126.12	_____
08/08	08/05	3427	GRAVITY FORMS 757-965-8600 VA	\$59.00	_____
08/08	08/05	9921	AMZN Mktp US*897CZ0JJ3 Amzn.com/bill WA	\$47.77	_____
08/08	08/05	3827	ONLINE JOB ADS INDEED 512-4595300 TX	\$417.00	_____
08/12	08/10	5086	CENTER MARKET 12 TILLAMOOK OR	\$5.98	_____
08/15	08/12	3877	CENTER MARKET 9 TILLAMOOK OR	\$6.98	_____
08/15	08/11	8633	CENTER MARKET 12 TILLAMOOK OR	\$5.98	_____
08/15	08/11	2904	COUNTRY MEDIA INC 503-4447924 OR	\$48.00	_____
08/15	08/12	1631	WPFORMS.COM SOFTWARE HTTPSWPFORMS. FL	\$79.00	_____
08/19	08/18	1727	SQ *RECESS FOOD TRUCK gosq.com OR	\$25.00	_____
			Total for Account /	4599	\$926.48

Transactions **BILLING ACCOUNT ACTIVITY**

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
08/03	08/03		PAYMENT BY: 13500 <i>paydown balance, over limit</i>	\$319.99CR	_____
08/03	08/03		PAYMENT THANK YOU	\$9,654.03CR	_____
			Total for Account /	790	\$9,974.02CR

2022 Totals Year-to-Date	
Total Fees Charged in 2022	\$3.66
Total Interest Charged in 2022	\$0.00

UMPQUA BANK: CLOSING DATE 09/26/2022

Date	Vendor	Description of Transaction	Amount
CATHY BOND			
08/25/22	Iron Mountain	Office Shred	\$269.14
08/26/22	Werners Gourmet Meat	Work Lunch	\$16.00
09/06/22	Adobe Inc.	Software/Admin/TCTD	\$24.99
09/06/22	Endicia	Postage	\$9.95
09/20/22	Fieldprint Inc	TCTD Background	\$12.50
09/23/22	Iron Mountain	Office Shred	\$157.69
09/23/22	Adobe Inc.	Software/Admin/TCTD	\$84.99
			\$575.26
KENDRA VOGT			
08/25/22	Amazon	Driver Supplies/Facemasks	\$231.71
09/01/22	Amazon	Office Supplies	\$20.91
09/19/22	Amazon	Office Supplies	\$14.99
09/23/22	Amazon	Maintance	\$2.91
			\$270.52
MIKE REED			
08/29/22	Amazon	Shop Tools	\$37.99
09/08/22	Harbor Freight	Shop Tools	\$131.97
09/19/22	Werner Gourmet Meat	Working Lunch	\$65.95
09/19/22	Fred Meyer	Emp. Welfare	\$131.47
09/21/22	Autozone	Parts	\$75.00
			\$442.38
TABATHA WELCH			
08/30/22	Zoom	Computer	\$40.00
09/15/22	Hulu	Office TV/Cable	\$69.99
09/16/22	Endicia	Postage	\$24.99
			\$134.98
CLAYTON NORRBOM			
08/31/22	Spirit Mountain Deli	Training Meals	\$22.00
09/09/22	Popeyes	Training Meals	\$11.58
09/20/22	Panda Express	Training Meals	\$33.30
09/26/22	Costco Wholesale	ATU Picnic	\$186.41
			\$253.29
NATALIE ZUERCHER			
09/12/22	Center Market	NWOTA Meeting: Ice	\$3.49
09/12/22	Recess Food Truck	NWOTA Meeting: Lunch	\$86.00
09/16/22	Amazon	Office Supplies	\$78.76
09/16/22	Amazon	Office Supplies	\$89.23
09/19/22	Amazon	Office Supplies	\$25.15
09/19/22	Amazon	Office Supplies	\$31.01
09/19/22	Amazon	Maintance	\$32.89
09/23/22	Nani Papa	Board Meeting Meals	\$39.68
09/23/22	Amazon	Office Supplies	\$9.34
09/26/22	Endicia	Postage	\$50.00
			\$445.55
Charges total			\$2,121.98
Late Fees & Intrest			\$101.85
Grand Total Due			\$2,223.83

APPROVAL

DATE



September 2022 Statement

Open Date: 08/25/2022 Closing Date: 09/26/2022



Cardmember Service
BUS 30 ELN 8
TILLAMOOK CNTY TRANS (CPN 001469460)

Account: 7790

1-866-552-8855
15

New Balance	\$5,702.95
Minimum Payment Due	\$193.00
Payment Due Date	10/22/2022

Reward Points	
Earned This Statement	2,424
Reward Center Balance	82,525
as of 09/25/2022	
For details, see your rewards summary.	

Activity Summary	
Previous Balance	\$3,479.12
Payments	\$0.00
Other Credits	\$0.00
Purchases	+ \$2,121.98
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Fees Charged	+ \$39.00
Interest Charged	+ \$62.85
New Balance	= \$5,702.95
Past Due	\$35.00
Minimum Payment Due	\$193.00
Credit Line	\$10,000.00
Available Credit	\$4,297.05
Days in Billing Period	33

pd 9/30/22
phone/Act

purchases \$2121.98

fees \$101.85

Total Due \$2223.83

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



1702954

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

- to pay by phone
- to change your address

Account Number	7790
Payment Due Date	10/22/2022
New Balance	\$5,702.95
Minimum Payment Due	\$193.00

Amount Enclosed \$ 2223.83

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

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




Visa Business Rewards Company Card

Rewards Center Activity as of 09/25/2022	
Rewards Center Activity*	0
Rewards Center Balance	82,525

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	1,819	34,415
Gas, Restaurants & Telecom Double Points	605	9,098
Total Earned	2,424	43,513

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.

The minimum payment includes a past due amount which is payable immediately upon receipt of this statement. If this amount has already been mailed, please disregard this notice. If you cannot immediately forward this past due amount, please contact our collection department at 1-877-838-4347 to make other suitable arrangements for payment.

SKIP THE MAILBOX. Switch to e-statements and securely access your statements online. Get started at myaccountaccess.com/paperless

Transactions		BOND, CATHY		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
08/25	08/24	2807	IRON MOUNTAIN 800-934-3453 MA	\$269.14	_____
08/26	08/24	6188	WERNER GOURMET MEAT SN TILLAMOOK OR	\$16.00	_____
09/06	09/04	3839	Adobe Inc 800-8336687 CA	\$24.99	_____
09/06	09/02	5105	ENDICIA 800-576-3279 CA	\$9.95	_____
09/20	09/20	2184	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/23	09/22	0866	IRON MOUNTAIN 800-934-3453 MA	\$157.69	_____
09/23	09/22	7743	Adobe Inc 800-8336687 CA	\$84.99	_____
Total for Account				2022	\$575.26

Transactions		NORRBOM, CLAYTON			Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/31	08/29	7801	SPIRIT MTN DELI GRAND RONDE OR	\$22.00	_____	
09/09	09/08	0024	POPEYES 12713 SALEM OR	\$11.58	_____	
09/20	09/19	0777	PANDA EXPRESS #1115 HILLSBORO OR	\$33.30	_____	
09/26	09/24	0148	COSTCO WHSE #1059 WARRENTON OR	\$186.41	_____	
			Total for Account	5675	\$253.29	

Transactions		REED, MICHAEL			Credit Limit	\$3500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/29	08/27	2560	AMZN Mktp US*1541K4IC3 Amzn.com/bill WA	\$37.99	_____	
09/08	09/07	2661	HARBOR FREIGHT TOOLS32 WARRENTON OR	\$131.97	_____	
09/19	09/16	9472	WERNER GOURMET MEAT SN TILLAMOOK OR	\$65.95	_____	
09/19	09/16	5633	FRED-MEYER #0377 TILLAMOOK OR	\$131.47	_____	
09/21	09/19	9289	AUTOZONE #2216 FOREST GROVE OR	\$75.00	_____	
			Total for Account	3595	\$442.38	

Transactions		WELCH, TABATHA			Credit Limit	\$10000
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/30	08/29	0556	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$40.00	Auto-changed _____	
09/15	09/14	7083	HLU*Hulu 1934589747421 HULU.COM/BILL CA	\$69.99	Auto _____	
09/16	09/15	5068	ENDICIA 800-576-3279 CA	\$24.99	Auto-changed _____	
			Total for Account	3500	\$134.98	

Transactions		VOGT, KENDRA			Credit Limit	\$2500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
08/25	08/25	3500	AMZN Mktp US*9A0QT83K3 Amzn.com/bill WA	\$231.71	_____	
09/01	09/01	5624	Amazon.com*1V5Y02QL1 Amzn.com/bill WA	\$20.91	_____	
09/19	09/17	5116	Amazon Prime*1M6BK20H0 Amzn.com/bill WA	\$14.99	Auto-mo. _____	
09/23	09/22	5785	AMAZON.COM*1M7UA0W62 A AMZN.COM/BILL WA	\$2.91	_____	
			Total for Account	8584	\$270.52	



Transactions ZUERCHER,NATALIE Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
09/12	09/09	8350	CENTER MARKET 9 TILLAMOOK OR	\$3.49	
09/12	09/09	7539	SQ *RECESS FOOD TRUCK gosq.com OR	\$86.00	
09/16	09/15	5249	AMZN Mktp US*1M0DB4V31 Amzn.com/bill WA	\$78.76	
09/16	09/15	0744	AMZN Mktp US*1M31A63C0 Amzn.com/bill WA	\$89.23	
09/19	09/17	7323	AMAZON.COM*1M4966NO2 A AMZN.COM/BILL WA	\$25.15	
09/19	09/17	1076	AMAZON.COM*1M2A08L62 A AMZN.COM/BILL WA	\$31.01	
09/19	09/16	1054	AMAZON.COM*1M71D3BE1 A AMZN.COM/BILL WA	\$32.89	
09/23	09/22	0221	NANI PAPA'A TILLAMOOK OR	\$39.68	
09/23	09/22	9773	AMAZON.COM*1U3BK13S0 A AMZN.COM/BILL WA	\$9.34	
09/26	09/23	1373	USPS STAMPS ENDICIA 888-434-0055 DC	\$50.00	
			Total for Account	4599	\$445.55

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Fees					
09/22	09/22		LATE FEE - PAYMENT DUE ON 09/22	\$39.00	
			TOTAL FEES FOR THIS PERIOD	\$39.00	
Interest Charged					
09/26			INTEREST CHARGE ON PURCHASES	\$62.85	
			TOTAL INTEREST FOR THIS PERIOD	\$62.85	
			Total for Account	790	\$101.85

2022 Totals Year-to-Date	
Total Fees Charged in 2022	\$42.66
Total Interest Charged in 2022	\$62.85

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	15.24%	
**PURCHASES	\$5,702.95	\$4,561.57	YES	\$62.85	15.24%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	26.99%	

Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

September 2022

RIDERSHIP BY SERVICE TYPE

	Sept 2022	Sept 2021	YTD FY 22-23	YTD FY 21-22	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	924	672	2,834	2,342	21.0%
NW Rides	543	535	1,516	1,397	8.5%
Dial-A-Ride Total	1,467	1,207	4,350	3,739	16.3%
<u>Deviated Fixed Route Service</u>					
Rt 1: Town Loop	3,677	2,531	10,716	8,293	29.2%
Rt 2A: Netarts/Oceanside	242	306	797	1,440	-44.7%
Rt 2B: Port of Tillamook Bay	361	96	1,241	96	1192.7%
Rt 3: Manzanita/Cannon Beach	1,476	1,433	4,666	5,918	-21.2%
Rt 4: Lincoln City	896	472	2,963	2,726	8.7%
Local Fixed Rt Total	6,652	4,838	20,383	18,473	10.3%
<u>Intercity Service</u>					
Rt 5: Portland	623	513	2,111	1,926	9.6%
Rt 60X: Salem	885	665	2,893	2,188	32.2%
Rt 70X: Grand Ronde	482	287	1,228	978	25.6%
Inter City Total	1,990	1,465	6,232	5,092	22.4%
<u>Other Services</u>					
Tripper Routes	21	19	27	23	17.4%
Special Bus Operations	318	82	2,608	1,125	131.8%
Other Services Total	339	101	2,635	1,148	129.5%
TOTAL ALL SERVICES	10,448	7,611	33,600	28,452	18.1%

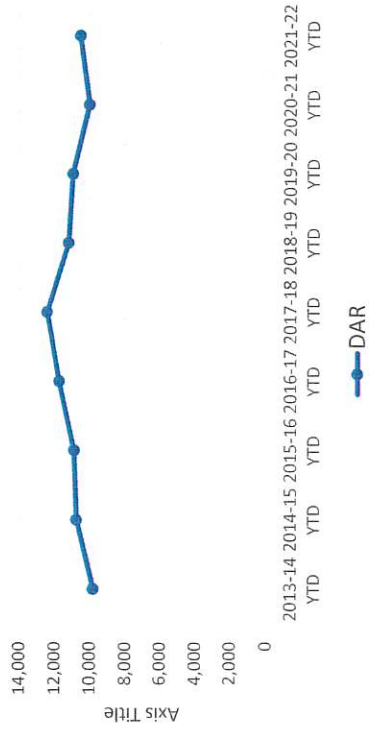
ONE-WAY TRIPS BY USER GROUP					
	Fixed		YTD	YTD	YTD %
USER GROUP	Route	DAR	FY 22-23	FY 21-22	Change
General (18 years to 60 years of age)	5,658	234	18,806	15,301	22.9%
Senior/Disabled	2,694	1,174	12,571	11,115	13.1%
Child/Youth (less than 18 years of age)	629	59	2,223	2,036	9.2%
Total	8,981	1,467	33,600	28,452	18.1%

OTHER RIDER CATEGORIES					
	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 22-23	FY 21-22	Change
Ride Connection	76		279	257	8.6%
Tillamook Bay Community College	129		225	114	97.4%
NWOTA Visitor Pass	48		200	693	-71.1%
NW Rides		543	1,516	1,397	8.5%
Amtrak/Greyhound	79		360	401	-10.2%

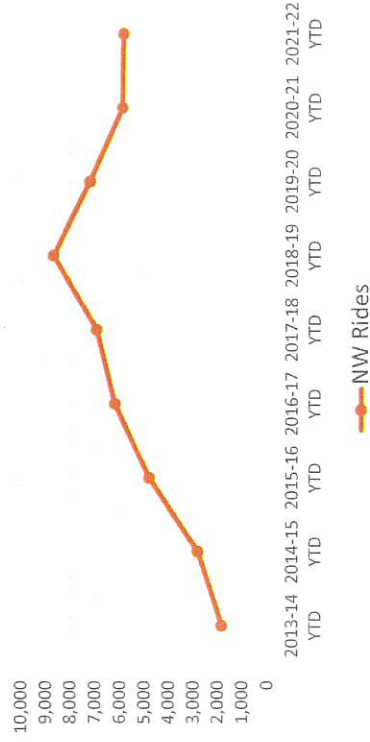
Annual Ridership FY 2013/14 to FY 2021/22



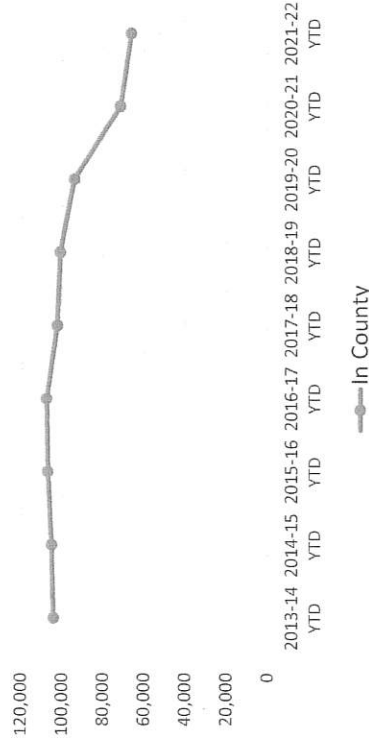
Annual Ridership



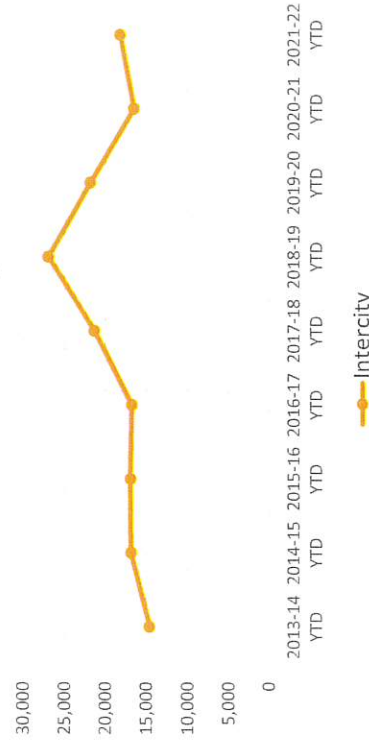
Annual Ridership



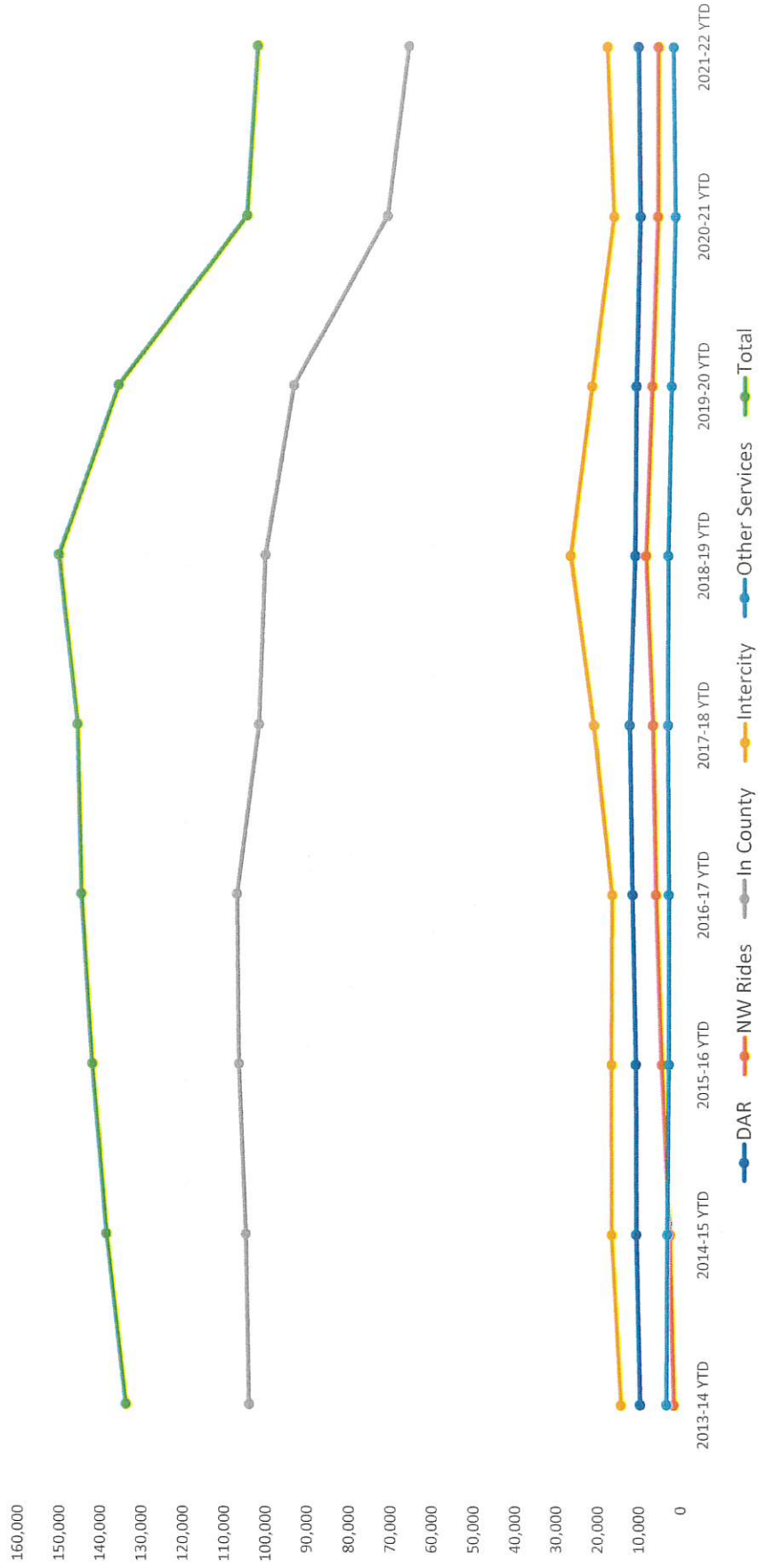
Annual Ridership



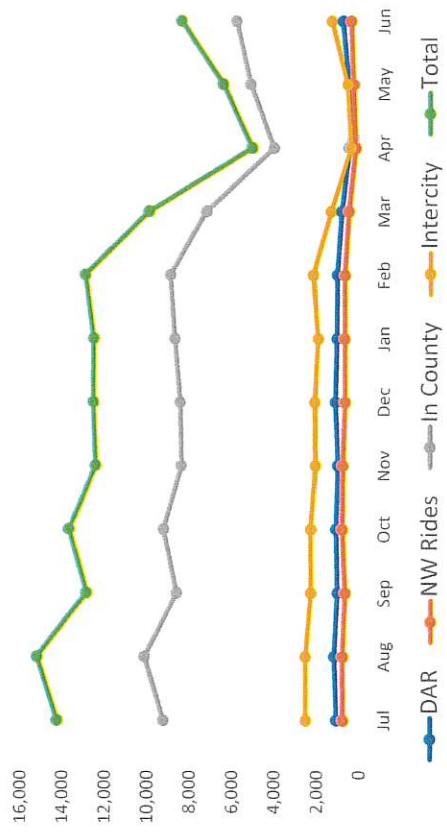
Annual Ridership



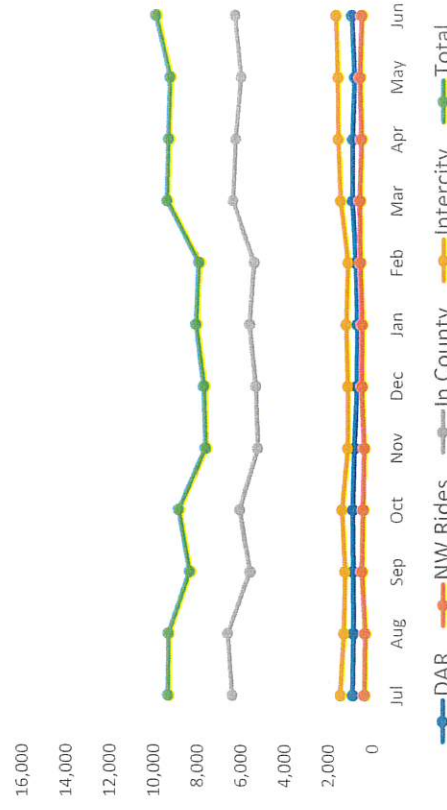
Annual Ridership



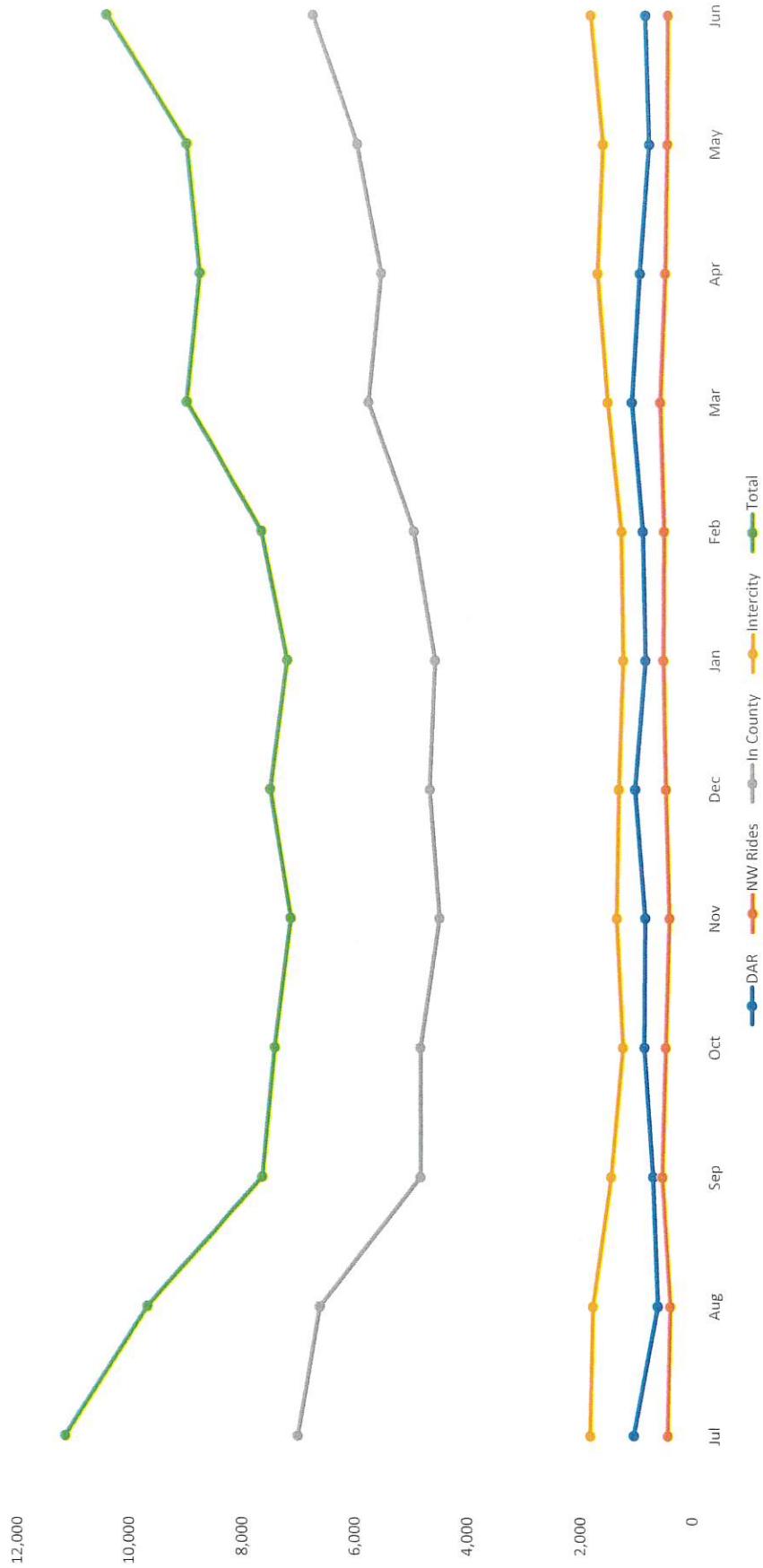
2019-2020 Monthly Ridership



2020-2021 Monthly Ridership

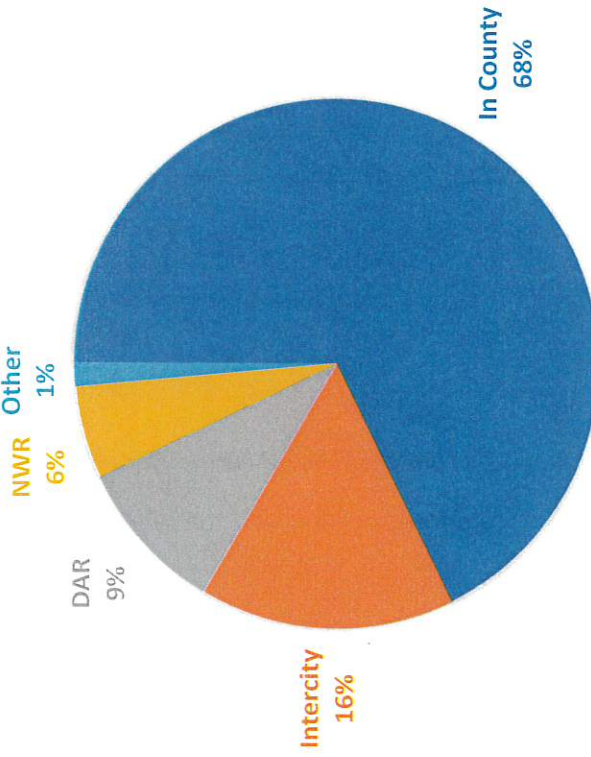


2021-2022 Monthly Ridership

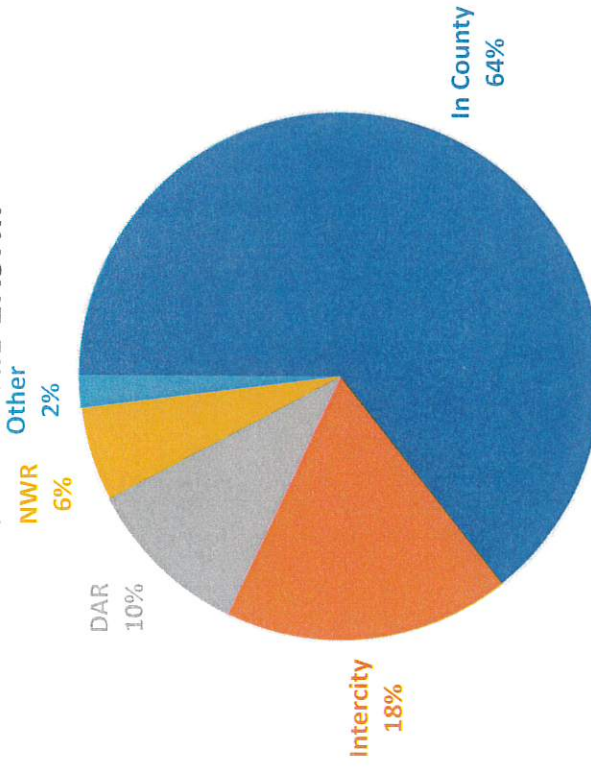


Ridership Allocation By Service Type YoY Comp

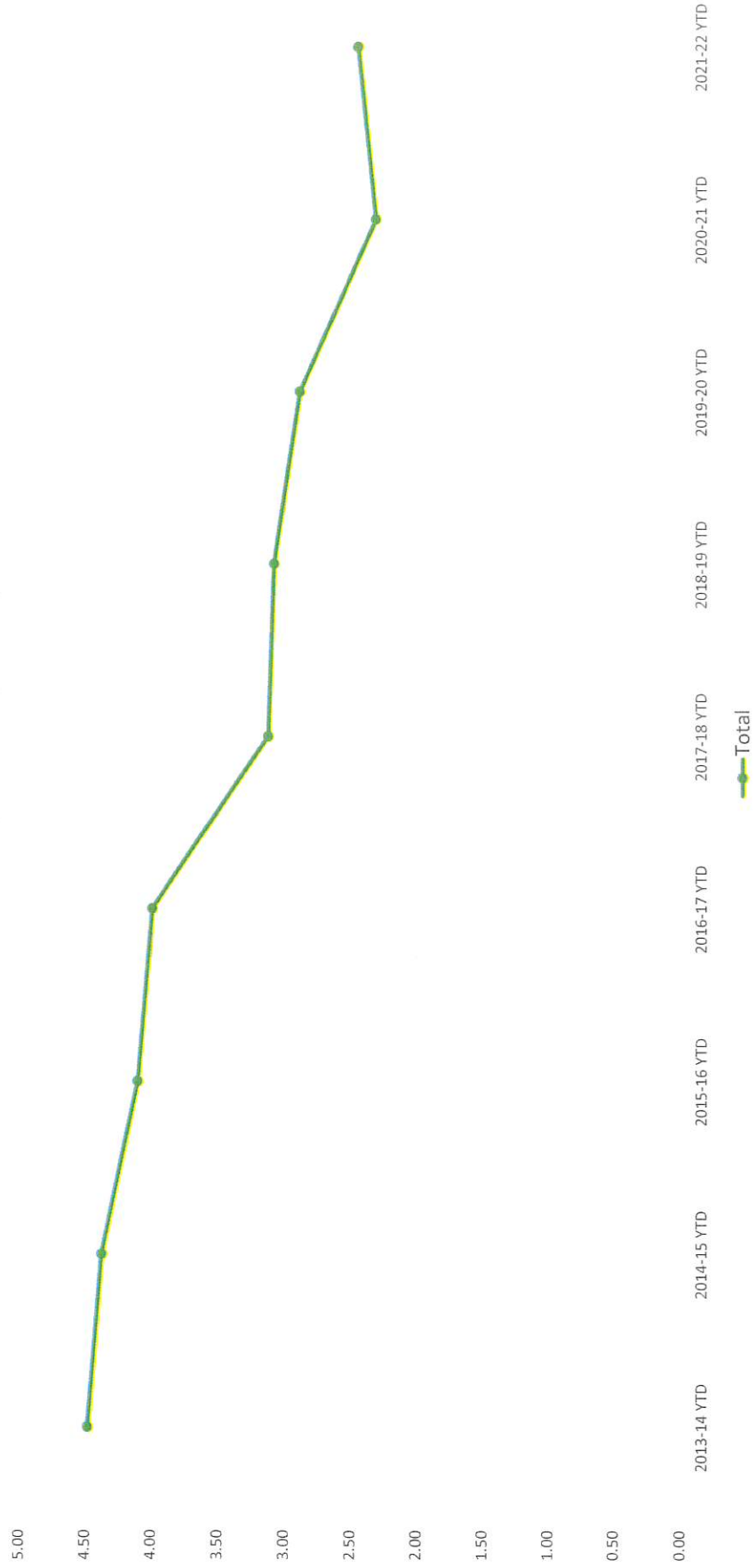
2020-21 RIDERSHIP



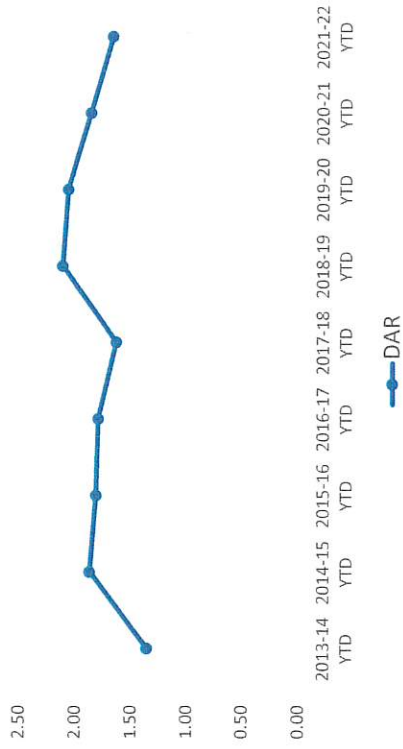
2021-22 RIDERSHIP



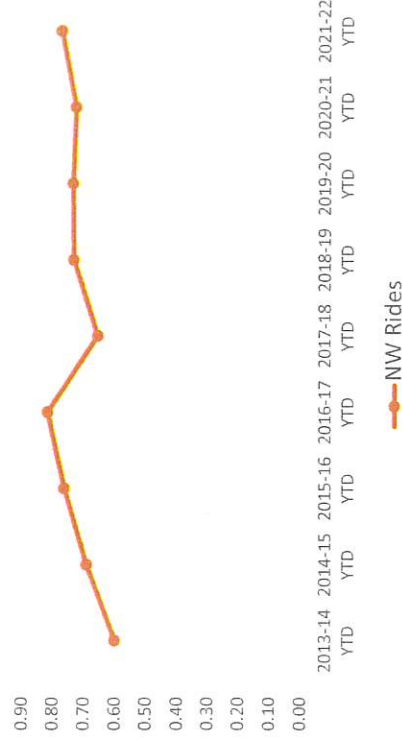
Annual Passenger/Service (Revenue) Hour



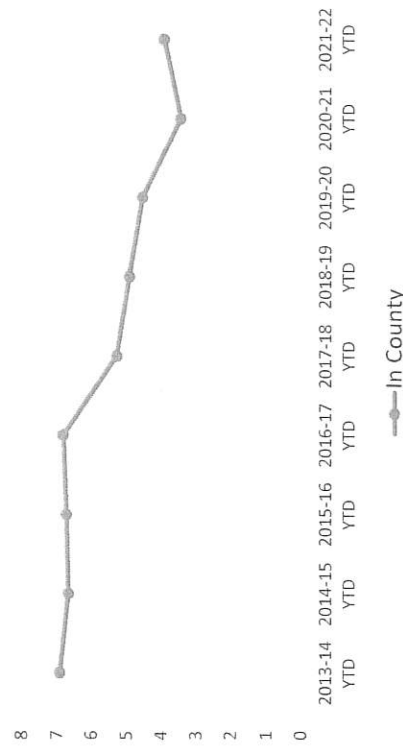
Annual Passenger/Service (Revenue) Hour



Annual Passenger/Service (Revenue) Hour



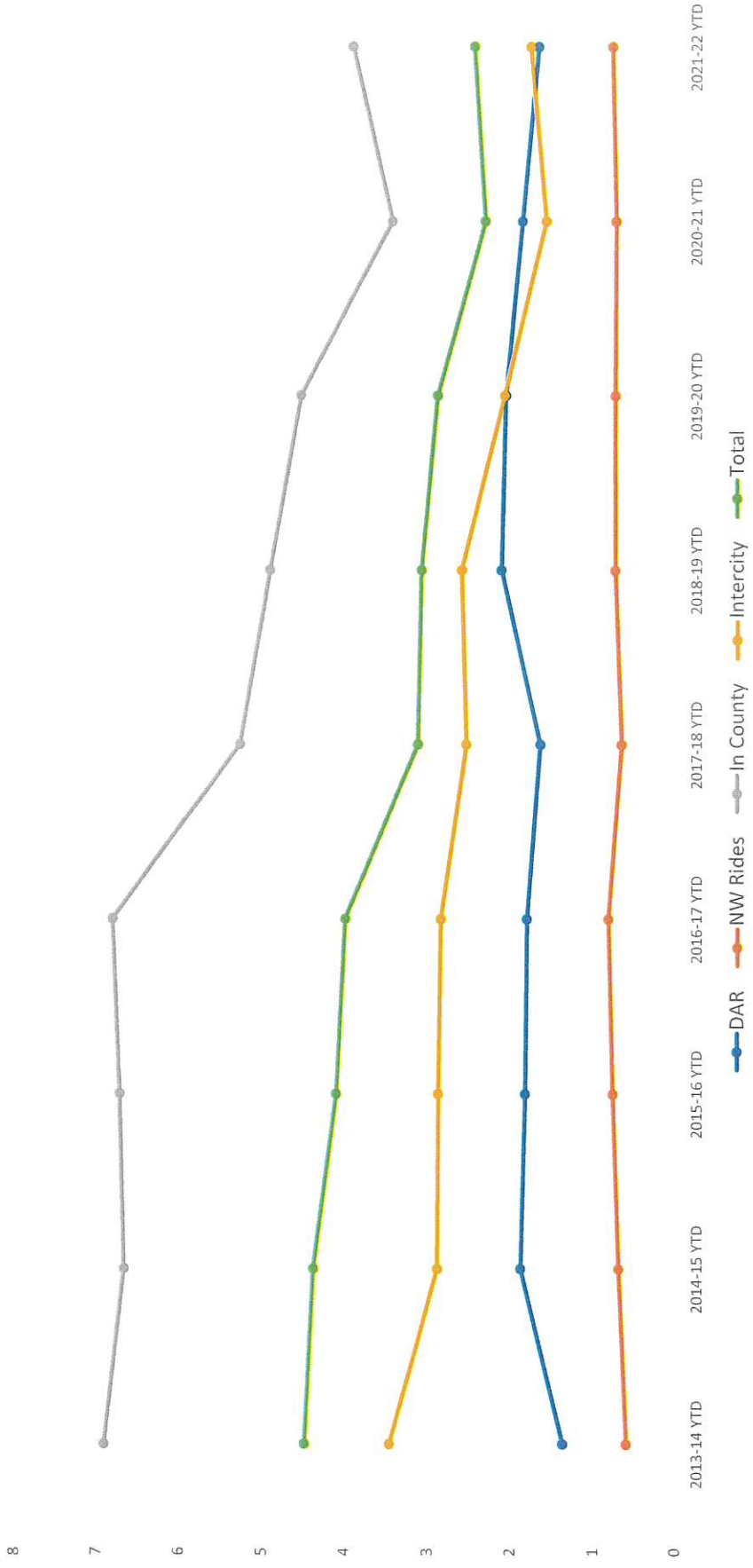
Annual Passenger/Service (Revenue) Hour



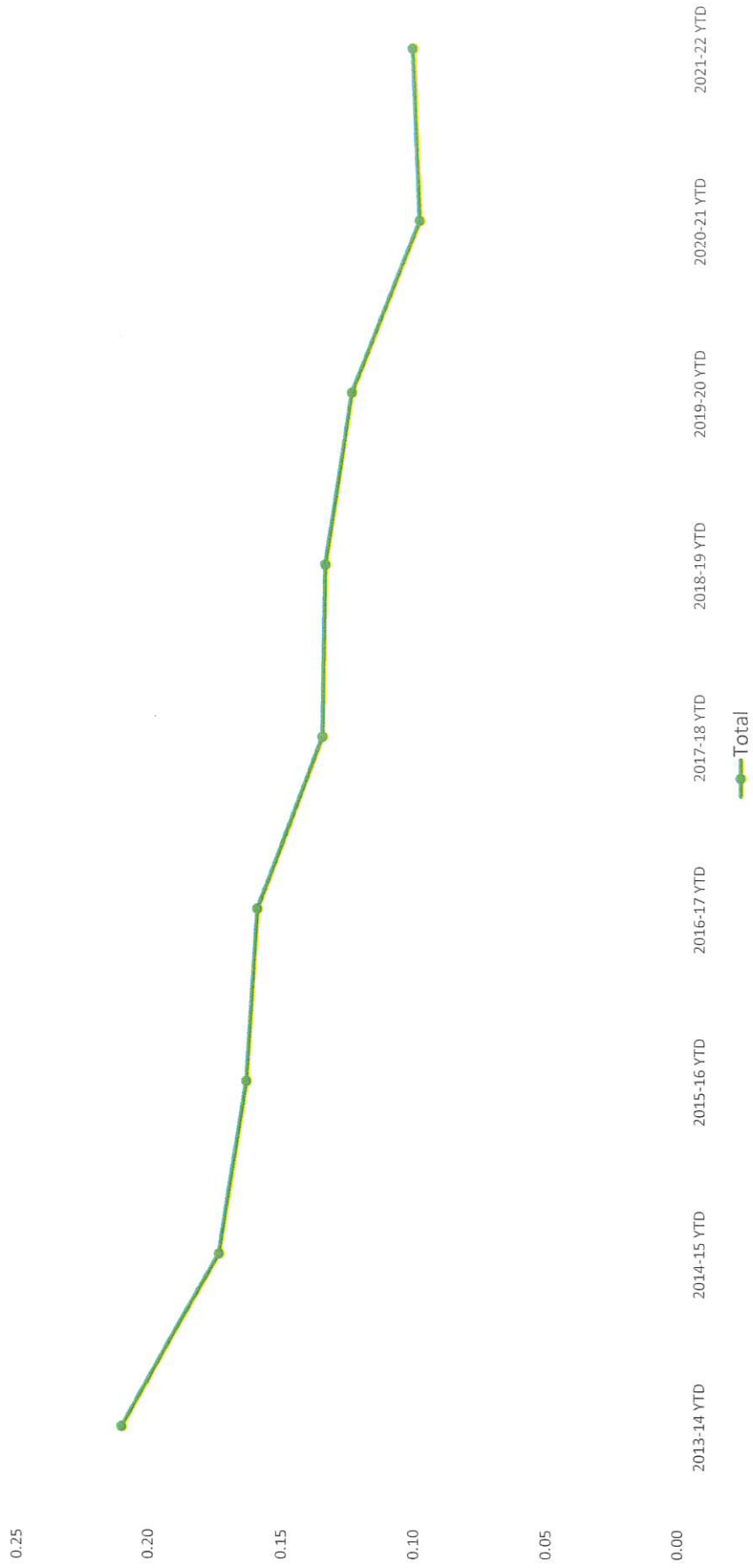
Annual Passenger/Service (Revenue) Hour

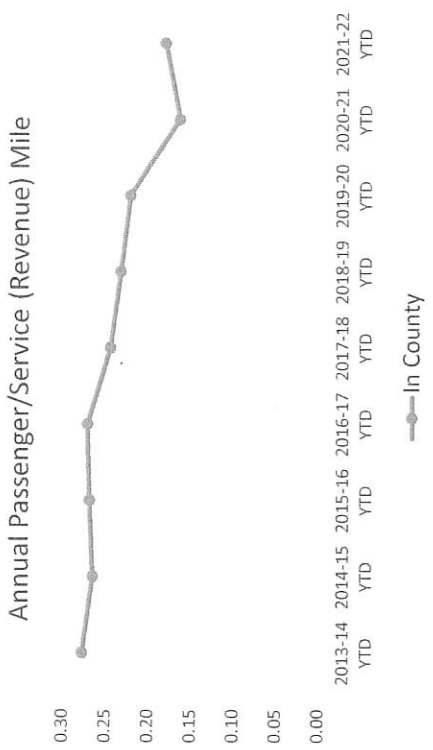
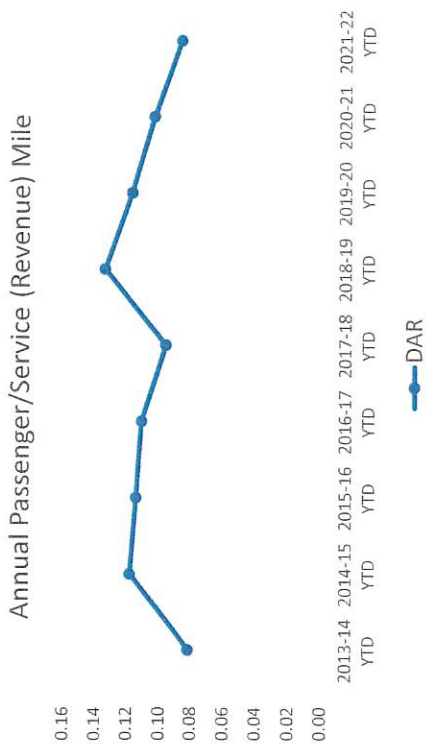
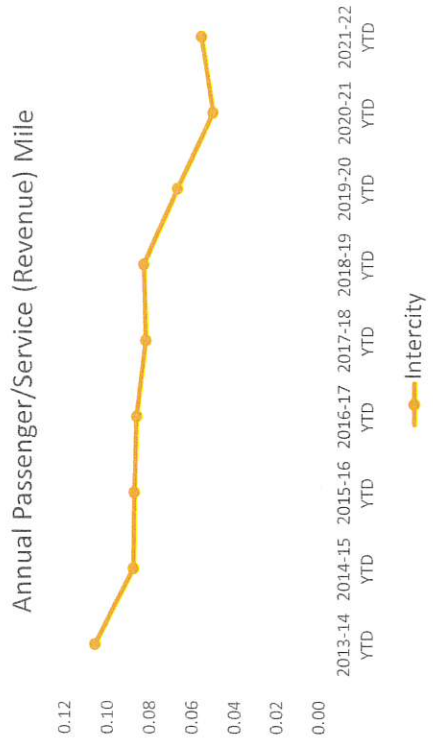
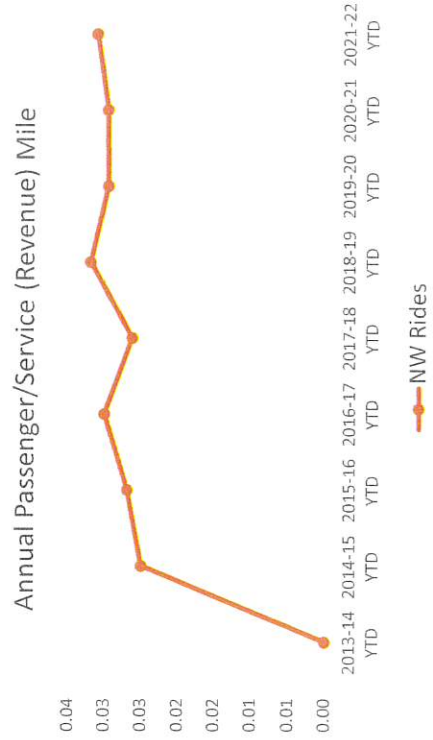


Annual Passenger/Service (Revenue) Hour

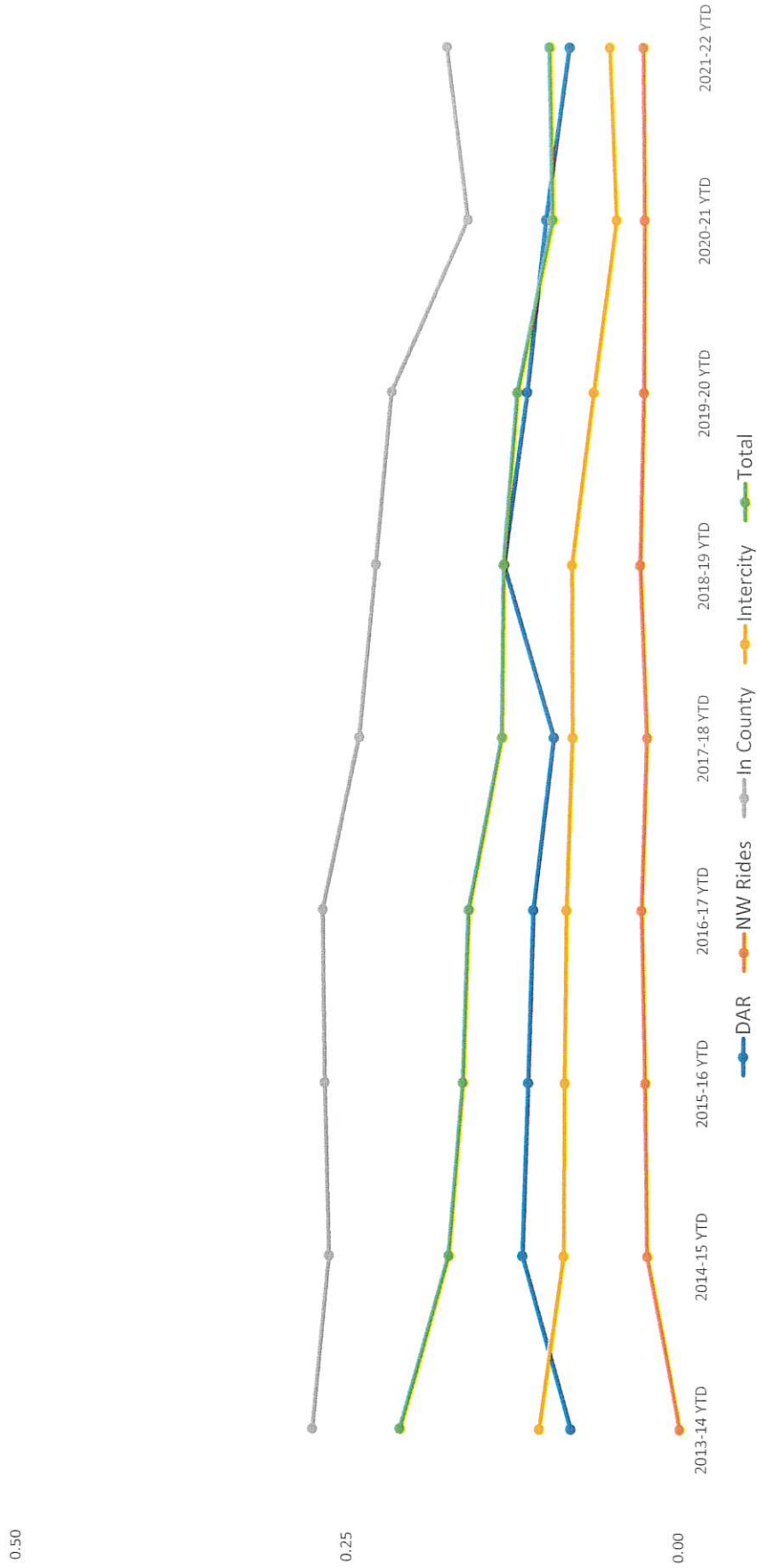


Annual Passenger/Service (Revenue) Mile

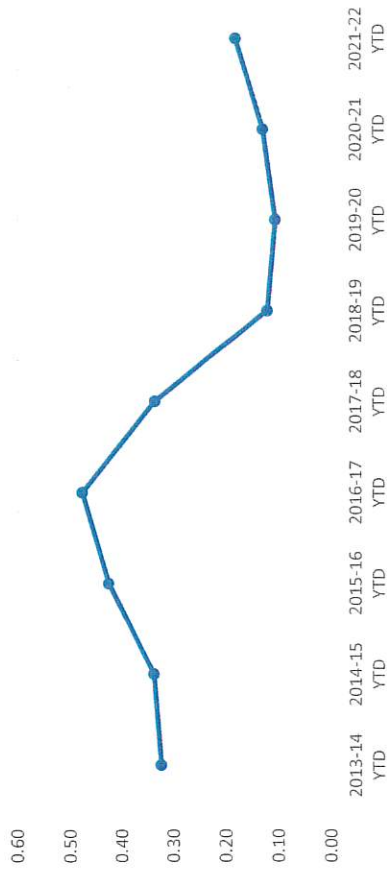




Annual Passenger/Service (Revenue) Mile



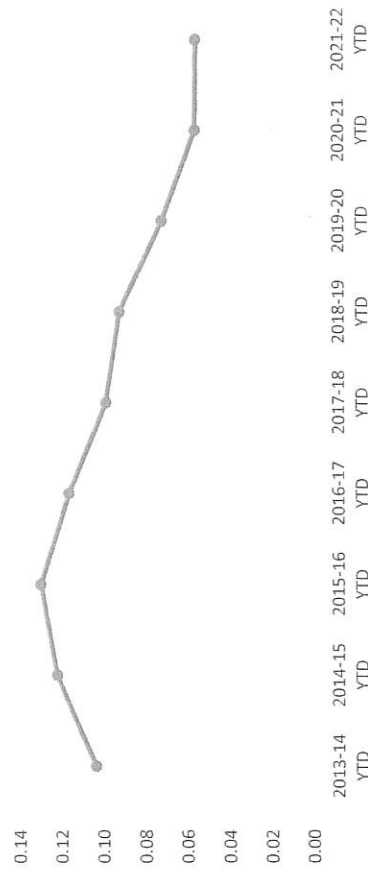
Annual Farebox Recovery



Annual Farebox Recovery



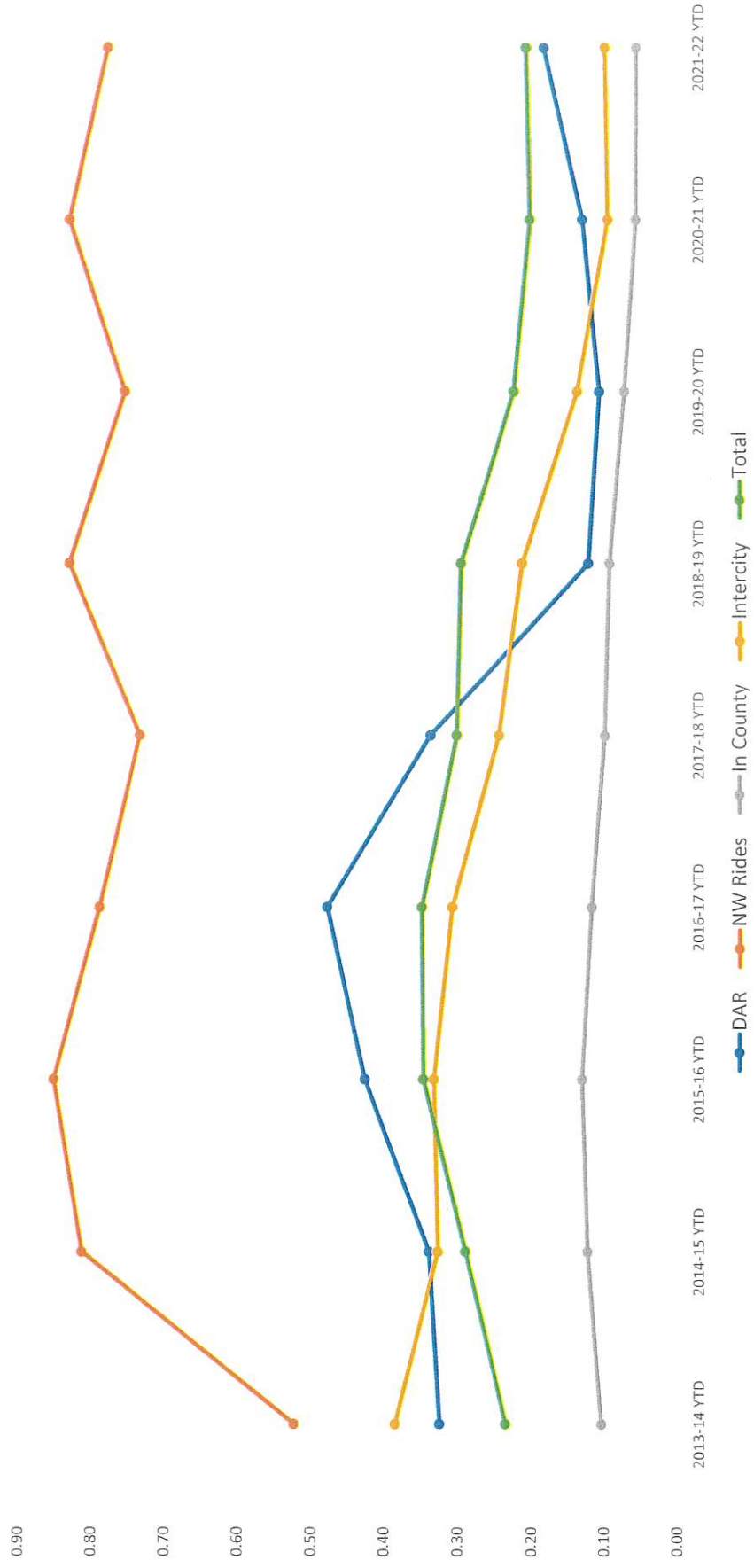
Annual Farebox Recovery



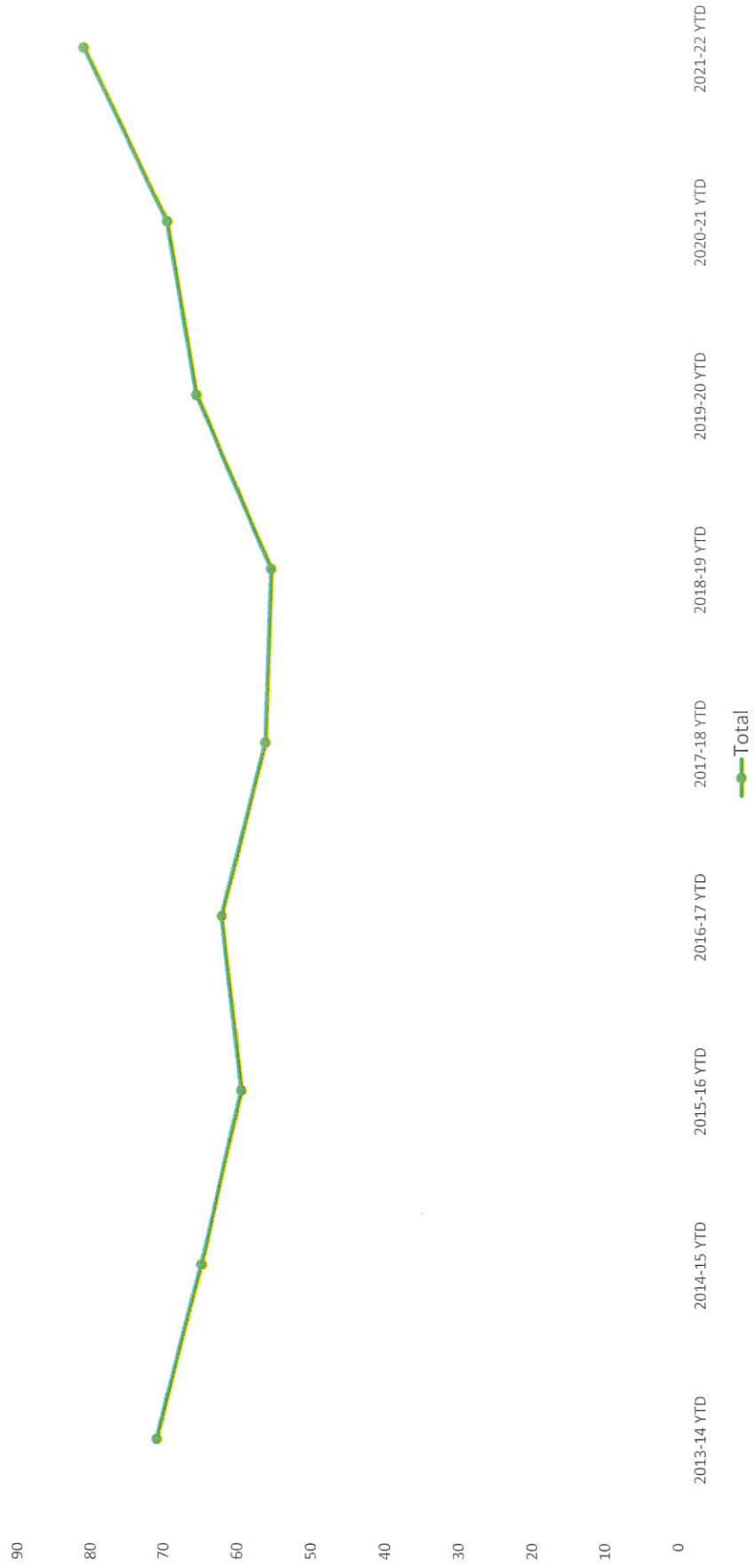
Annual Farebox Recovery



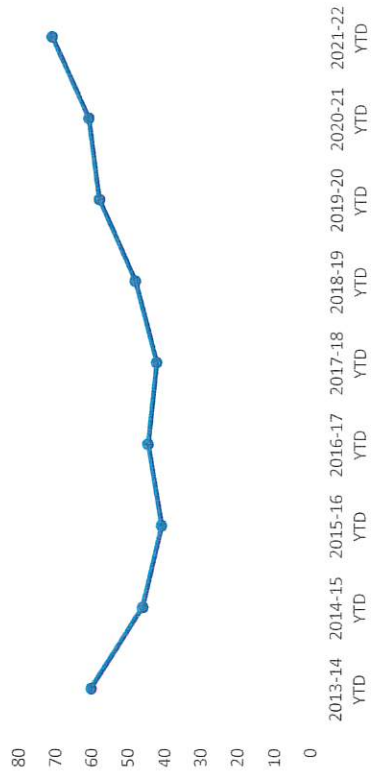
Annual Farebox Recovery Comps



Annual Cost/Service (Revenue) Hour



Annual Cost/Service (Revenue) Hour



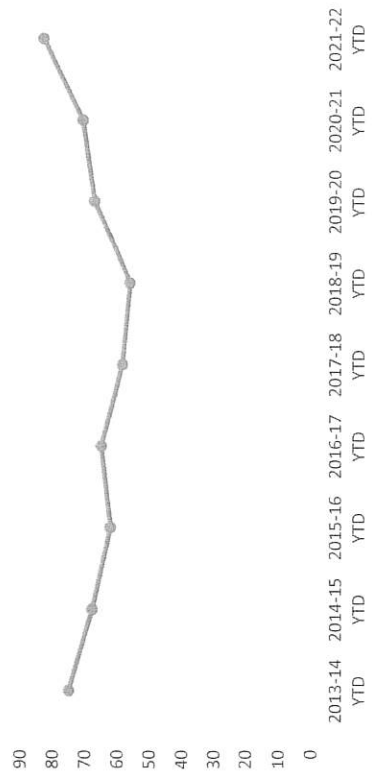
DAR

Annual Cost/Service (Revenue) Hour



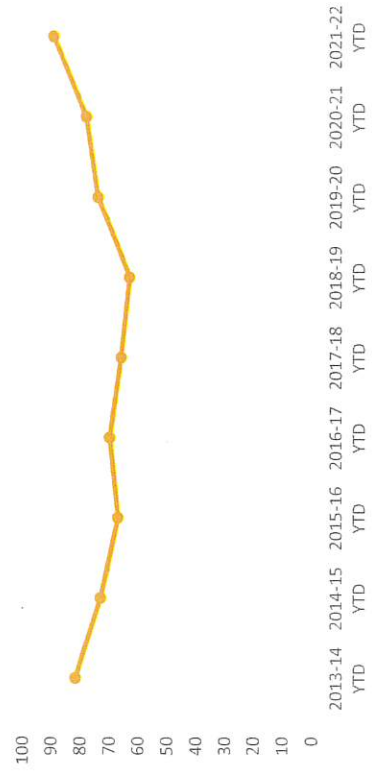
NW Rides

Annual Cost/Service (Revenue) Hour



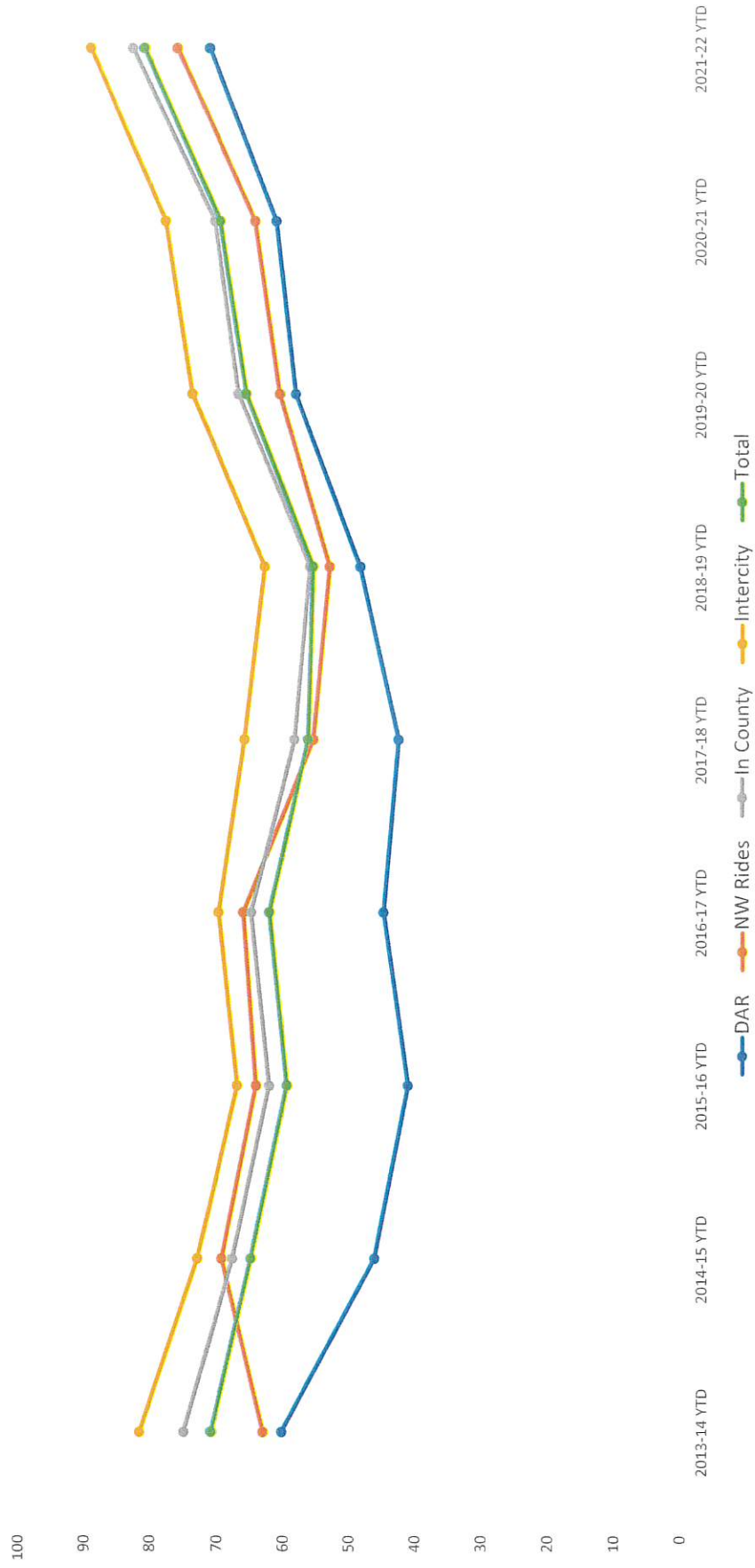
In County

Annual Cost/Service (Revenue) Hour

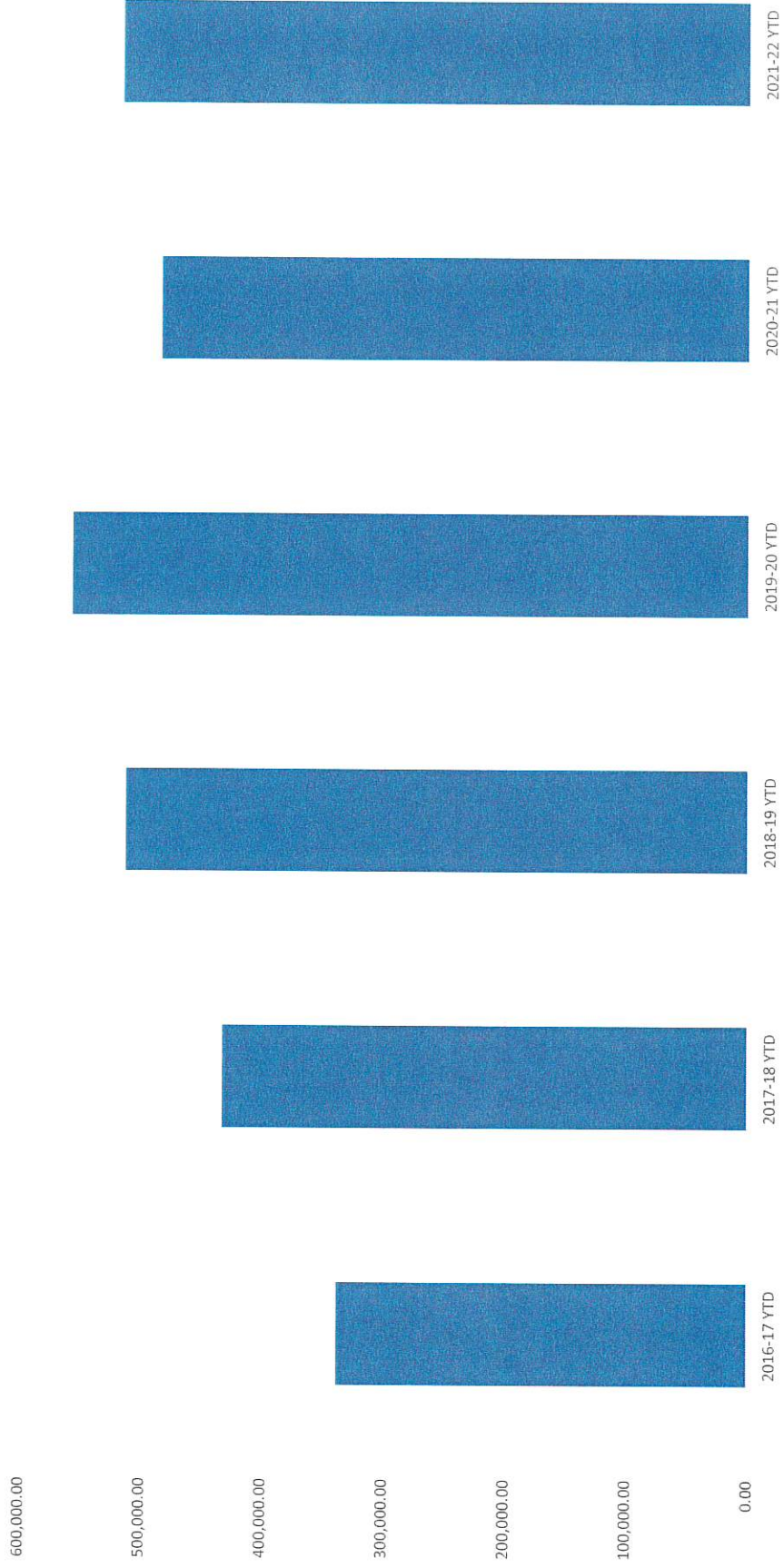


Intercity

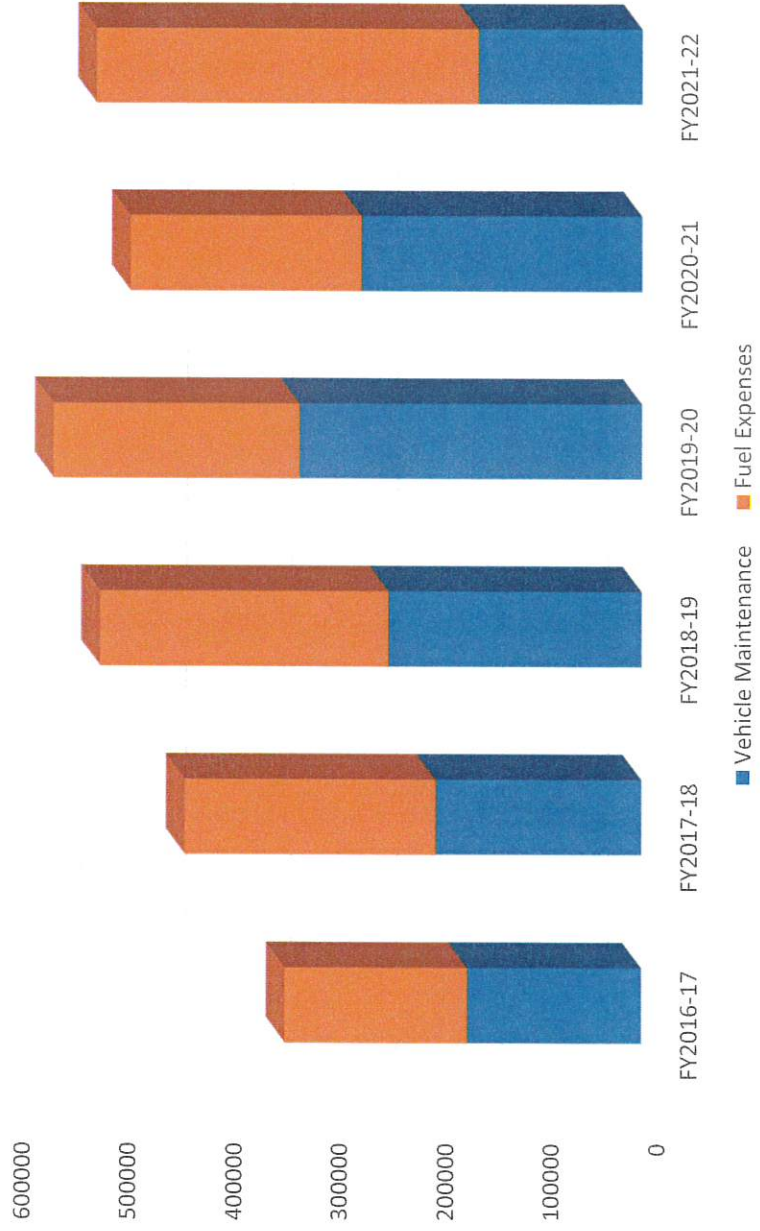
Annual Cost/Service (Revenue) Hour



System Total Vehicle Maintenance Cost

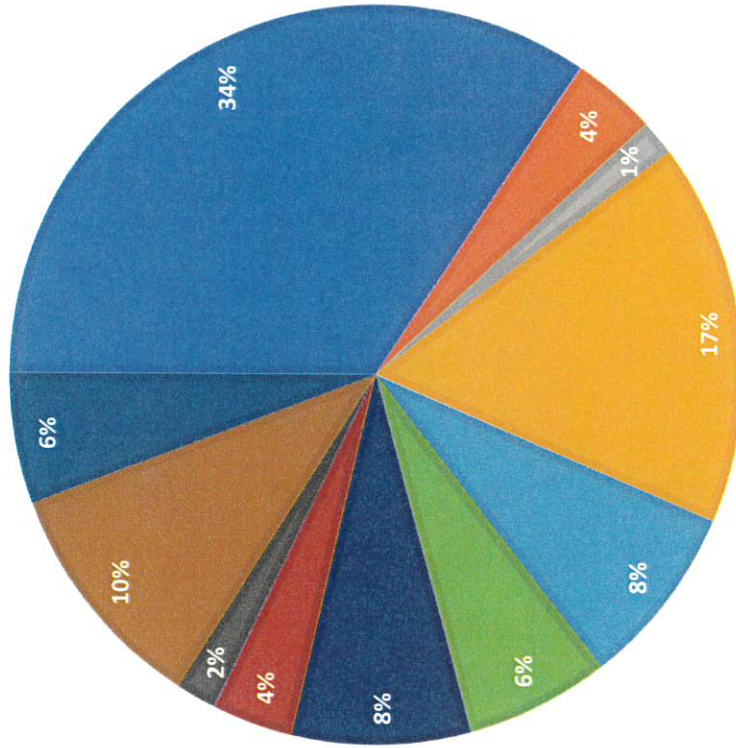


Fuel Impacts on Operations vs Vehicle Maintenance



RIDERSHIP SHARE BY ROUTE

■ Rt 1 ■ Rt 2A ■ Rt 2B ■ Rt 3 ■ Rt 4 ■ Rt 5 ■ Rt 60X ■ Rt 70X ■ Other ■ DAR ■ NWR



nwCONNECTOR

Coordinating Committee **Hybrid** Meeting

October 14, 2022
10:00 am—12:00 pm

Tillamook County Transit District Office

3600 3rd Street, Tillamook OR

Join Zoom Meeting:

<https://us02web.zoom.us/j/87552290259>

Call In: 1 253 215 8782

Meeting ID: 875 5229 0259

Agenda

10:00— 10:15a	1. Introductions. Welcome to guests.	Cynda Bruce
10:15— 10:35a	2. Consent Calendar (Action Item) 🚦 August Meeting Minutes (Attached) 🚦 Financial Report 🚦 Ridership Tracking	Cynda Bruce/All
10:35— 10:50a	3. NWOTA Standing Items 🚦 Marketing Update 🚦 RFP Discussion	Sarah Lu Heath
10:50- 11:05a	4. Bus Stop Project Update	Jeff Hazen
11:05- 11:20a	5. Contracts Update	Sarah Lu Heath
11:20- 11:30p	6. Other Business	All
11:30a – 12:00p	7. Member Updates	All

Attachments:

September Meeting Minutes
Ridership/Passenger Mile Tracking

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 Sarah Lu Heath at 971.328.2877 at least 48 hours prior to the meeting.

NWOTA Meeting Minutes

September 9, 2022

In attendance: Cynda Bruce, Brad Dillingham, John Dreeszen, Jeff Hazen, Sarah Lu Heath, Arla Miller, Mike Reed.

Consent Calendar Reviewed: Correction to August minutes; Arla Miller was in attendance and needs to be added to attendees. Motion to approve was made by Jeff Hazen and seconded by John Dreeszen; the motion passed unanimously.

Marketing Updates: Sarah Lu provided an update on the marketing RFP that was published. It was noted that both SETD and LCT were working on RFPs for district-based marketing services.

Bus Stop Updates: Jeff, Sarah Lu, and Cynda will meet with Chris Laity and Ken Shonkwiler to review conceptual drawings and next steps. There may be a need for a project manager. Gap funding to cover project manager and increased material and labor costs was discussed. There is a possibility of funding through STIF Discretionary round this fall.

Additionally, the group discussed proposed legislation and the transition to green energy. There are concerns about technology being able to meet demands without shrinking service or adding costs. The group also toured the TCTD propane station to look at equipment and ask questions.

Contract Updates: The ColPac administrative contract has been signed. The web services contract is with Trillium awaiting signatures.

Other Business: Updated NWOTA work plan was reviewed.

Member Updates: BCT is looking at the pros and cons of direct hiring or using a contractor; at this time funding new routes is on hold due to labor shortage.

Tillamook County Transportation District

Financial Statement

08 - Northwest Oregon Transit Allia

000 - Other

From 7/1/2022 Through 7/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	%
Resources						
Working Capital	3500	80,000.00	0.00	80,000.00	(80,000.00)	0.00%
NWOTA Partner Cont. Match	4225	0.00	12,000.00	170,121.00	(158,121.00)	7.05%
Transfer From General Fund	4911	667,923.00	0.00	667,923.00	(667,923.00)	0.00%
Total Resources		<u>747,923.00</u>	<u>12,000.00</u>	<u>918,044.00</u>	<u>(906,044.00)</u>	<u>1.31%</u>
Expenses						
Materials and Services						
Professional Services	5100	416.67	0.00	5,000.00	5,000.00	0.00%
Administrative Support	5101	6,666.67	0.00	25,000.00	25,000.00	0.00%
Website Maintenance	5102	3,833.33	0.00	46,000.00	46,000.00	0.00%
Marketing	5190	3,333.33	0.00	40,000.00	40,000.00	0.00%
Total Materials and Services		<u>14,250.00</u>	<u>0.00</u>	<u>116,000.00</u>	<u>116,000.00</u>	<u>0.00%</u>
Transfers						
Transfer to General Fund	9130	3,000.00	0.00	3,000.00	3,000.00	0.00%
Unappropriated Ending Fund Bal	9180	0.00	0.00	31,500.00	31,500.00	0.00%
Total Transfers		<u>34,500.00</u>	<u>0.00</u>	<u>34,500.00</u>	<u>34,500.00</u>	<u>0.00%</u>
Capital Outlay						
Capital Purchases						
Bus Stop Signage/Shelters	6040	767,544.00	0.00	767,544.00	767,544.00	0.00%
Total Capital Purchases		<u>767,544.00</u>	<u>0.00</u>	<u>767,544.00</u>	<u>767,544.00</u>	<u>0.00%</u>
Total Capital Outlay		<u>767,544.00</u>	<u>0.00</u>	<u>767,544.00</u>	<u>767,544.00</u>	<u>0.00%</u>

Tillamook County Transportation District

Financial Statement

08 - Northwest Oregon Transit Allia

000 - Other

From 7/1/2022 Through 7/31/2022

Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	.08%
<u>0.00</u>	<u>816,294.00</u>	<u>0.00</u>	<u>918,044.00</u>	<u>918,044.00</u>	<u>0.00%</u>
Total Expenses					

Tillamook County Transportation District

Financial Statement

08 - Northwest Oregon Transit Allia

000 - Other

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	%
Resources						
Working Capital	3500	0.00	0.00	80,000.00	(80,000.00)	0.00%
NWOTA Partner Cont. Match	4225	0.00	12,000.00	170,121.00	(158,121.00)	7.05%
Transfer From General Fund	4911	0.00	0.00	667,923.00	(667,923.00)	0.00%
Total Resources	<u>0.00</u>	<u>42,530.25</u>	<u>12,000.00</u>	<u>918,044.00</u>	<u>(906,044.00)</u>	<u>1.31%</u>
Expenses						
Materials and Services						
Professional Services	5100	0.00	416.67	5,000.00	5,000.00	0.00%
Administrative Support	5101	0.00	1,666.67	25,000.00	25,000.00	0.00%
Website Maintenance	5102	0.00	3,833.33	46,000.00	46,000.00	0.00%
Marketing	5190	0.00	3,333.33	40,000.00	40,000.00	0.00%
Total Materials and Services	<u>0.00</u>	<u>9,250.00</u>	<u>0.00</u>	<u>116,000.00</u>	<u>116,000.00</u>	<u>0.00%</u>
Transfers						
Transfer to General Fund	9130	0.00	0.00	3,000.00	3,000.00	0.00%
Unappropriated Ending Fund Bal	9180	0.00	0.00	31,500.00	31,500.00	0.00%
Total Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>34,500.00</u>	<u>34,500.00</u>	<u>0.00%</u>
Capital Outlay						
Capital Purchases						
Bus Stop Signage/Shelters	6040	0.00	0.00	767,544.00	767,544.00	0.00%
Total Capital Purchases	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>767,544.00</u>	<u>767,544.00</u>	<u>0.00%</u>
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>767,544.00</u>	<u>767,544.00</u>	<u>0.00%</u>

Tillamook County Transportation District
Financial Statement
08 - Northwest Oregon Transit Allia
000 - Other
From 8/1/2022 Through 8/31/2022

Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	%
<u>0.00</u>	<u>9,250.00</u>	<u>0.00</u>	<u>918,044.00</u>	<u>918,044.00</u>	<u>0.00%</u>
Total Expenses					

Tillamook County Transportation District

Financial Statement

08 - Northwest Oregon Transit Allia

000 - Other

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	.08%
Resources						
Working Capital	3500	0.00	0.00	80,000.00	(80,000.00)	0.00%
NWOTA Partner Cont. Match	4225	0.00	12,000.00	170,121.00	(158,121.00)	7.05%
Transfer From General Fund	4911	0.00	0.00	667,923.00	(667,923.00)	0.00%
Total Resources		<u>0.00</u>	<u>12,000.00</u>	<u>918,044.00</u>	<u>(906,044.00)</u>	<u>1.31%</u>
Expenses						
Materials and Services						
Professional Services	5100	0.00	0.00	5,000.00	5,000.00	0.00%
Administrative Support	5101	0.00	0.00	25,000.00	25,000.00	0.00%
Website Maintenance	5102	0.00	0.00	46,000.00	46,000.00	0.00%
Marketing	5190	0.00	0.00	40,000.00	40,000.00	0.00%
Travel & Training	5220	83.84	83.84	0.00	(83.84)	0.00%
Total Materials and Services		<u>83.84</u>	<u>83.84</u>	<u>116,000.00</u>	<u>115,916.16</u>	<u>0.07%</u>
Transfers						
Transfer to General Fund	9130	0.00	0.00	3,000.00	3,000.00	0.00%
Unappropriated Ending Fund Bal	9180	0.00	0.00	31,500.00	31,500.00	0.00%
Total Transfers		<u>0.00</u>	<u>0.00</u>	<u>34,500.00</u>	<u>34,500.00</u>	<u>0.00%</u>
Capital Outlay						
Capital Purchases						
Bus Stop Signage/Shelters	6040	0.00	0.00	767,544.00	767,544.00	0.00%
Total Capital Purchases		<u>0.00</u>	<u>0.00</u>	<u>767,544.00</u>	<u>767,544.00</u>	<u>0.00%</u>

Tillamook County Transportation District
 Financial Statement
 08 - Northwest Oregon Transit Allia
 000 - Other
 From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	.08%
Total Capital Outlay	0.00	0.00	0.00	767,544.00	767,544.00	0.00%
Total Expenses	83.84	9,250.00	83.84	918,044.00	917,960.16	0.01%

Tillamook County Transportation District
Board of Directors Special Meeting
Thursday, September 22nd, 2022 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. Call to Order: Board Chair Mary Johnson called the meeting to order at 6:04 pm.

2. Pledge of Allegiance

3. Roll Call:

Present

TCTD Board of Directors

Mary Johnson, Board Chair (Zoom)

Judy Riggs, Vice Chair

Jackie Edwards, Director (Zoom)

Linda Adler, Secretary (Zoom)

Marty Holm, Director

Gary Hanenkrat, Treasurer

TCTD Staff

Natalie Zuercher, Admin Assistant/ Board Clerk

Mike Reed, Operations Superintendent

Cathy Bond, NWR Brokerage Manager

Mark Stricker, Operations Coordinator

Guests

Mary McGinnis, Rockaway TAC Applicant

Susan Shepard, Temp Financial Supervisor

Steve Shropshire, Legal Team

4. Announcements and Changes to Agenda:

a. AA Zuercher announced changes to Item #19 Discussion.

b. AA Zuercher added consent change to Agenda "Motion to Approve IGM Mike Reed as Budget Officer for FY 2022-33."

5. Public & Guest Comments:

6. Executive Session: None

7. **PUBLIC HEARING**

a. AA Zuercher read Ordinance #3 regarding Repulsive Odors at 6:08 PM.

b. Ended the public hearing at 6:09 PM.

Motion by Dir. Adler to Motion to Approve Changes Regarding Repulsive Odors to Ordinance #3: Establishing Regulations Governing Conduct on District Property. *Motion Seconded* by Dir. Johnson.

Motion Passed

By Directors Hanenkrat, Riggs, Holm, Edwards, Adler, and Board Chair Johnson.

REPORTS

8. Financial Report: Reviewed the TCTD year-to-date financial report through July 2022.
 - a. IGM/OS Reed expressed praise for Susan Shepard's help, August financials will be along with September in October's Board Meeting.
9. Service Measure Performance Report: IGM/OS Reed gave the service performance report through July 2022.
 - a. Will have full numbers at October's Board Meeting.
 - b. Up 8.6% in Ride Connection.
 - c. TBCC Ridership is up 13%.
 - d. NWR is up 21%.
 - e. Dir. Holm asked about PC Shuttle statistics.
 - i. IGM/OS Reed discussed PC Shuttle's doubled trips per hour over course of summer in comparison to last year, it was a success.
10. Northwest Oregon Transit Alliance: IGM/OS Reed shared updates from the last partner meeting.
 - a. Pages #11-18 outline management work plan NWOTA has been undertaking.
 - b. July financials are in here since it hasn't been provided yet.
11. Planning & Development: IGM Reed shared the following updates:
 - a. None
12. Grant Funding:
 - a. Additional things in October once TAC meets.
13. Facility/Property Management: IGM/OS Reed gave the following updates:
 - a. Downtown Transit Center has been completed and is being reviewed by Jordan Ramis.
 - b. Propane fueling facility is in full swing, still troubleshooting.
 - c. Dir. Holm asked about price of propane
 - i. IGM/OS Reed replied that we have 4 vehicles going out on propane we haven't had to refill tanks yet, its looking good.
14. NW Ride Brokerage: Brokerage Manager Bond shared the following updates:
 - a. Discussed CARE Oregon contracts, still only one year. Next year when we slow down, you will get a better explanation of why we only have 1 year and why 5

year may have problems but this discussion is up to the board. The impact that it has is what should be discussed. Conversation on this next month.

15. Miscellaneous:

- a. IGM/OS introduced Mark Stricker as new Operations Coordinator, started the first of this month, Mark is a very kind individual and great work ethic. Best case scenario for the district.
 - i. BM Bond added that he has been a driver for 4 years, he knows what he is getting into.
 - ii. Dir. Holm said welcome aboard again.
- b. Dir. Hanenkrat said we need to discontinue ad in newspaper for Board Member and TAC Member.
 - i. AA Zuercher said she will make these changes.
 - ii. BM Bond explained the rewording of ads to make it seem like the drivers are wanted instead of needed.
- c. IGM/OS Reed discussed the hiring of Lot Attendant.
- d. Dir. Holm asked if we are short drivers.
- e. IGM/OS Reed replied we have enough to get by but moving forward our service expansion needs recruitment so that we can implement this.

CONSENT CALENDAR

16. Motion to Approve the Minutes of August 18, 2022, Regular Board Meeting
17. August Service Report 2022
18. Motion to Appoint IGM Mike Reed FY 2022-23 Interim Budget Officer

Motion by Dir. Holm to approve Consent Calendar. *Motion Seconded* by Dir. Riggs.

Motion Passed

By Directors Hanenkrat, Adler, Riggs, Holm, Edwards, and Board Chair Johnson.

ACTION ITEMS

19. Resolution #22-24 In the Matter of Authorizing the Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No.35117 for Intercity Services
 - a. IGM/OS Reed explained this agreement has already been executed by the board, but the change is from propane to diesel regarding the vehicles since we are several years out from serving diesel.

Motion by Dir. Holm to Motion to Approve Resolution #22-24 In the Matter of Authorizing the Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No.35117 for Intercity Services. *Motion Seconded* by Dir. Riggs.

Motion Passed

By Directors Hanenkrat, Riggs, Holm, Edwards, Adler, and Board Chair Johnson.

DISCUSSION ITEMS

20. TAC Committee

- a. BC Johnson said we need to fill positions including Jeff Hazen.
 - i. IGM/OS Reed said that Arla Miller strongly recommends that we extend Jeff Hazen for a year due to his extensive experience. He worked closely with Doug on STIF funding if the board decides to extend for a year.
 - ii. Dir. Adler asked about him being approved for another year and added that Mary McGinnis would be awesome, would highly support her.
 - iii. BC Johnson said we need to reappoint Jeff Hazen, he's extremely valuable, he needs to stay in this seat.
- b. Dir. Holm asked about the TAC seats.
 - i. IGM/OS Reed said that Jeff is one of the three seats, we would like to reappoint him if possible.
- c. Dir. Holm asked if we have three applications to fill two spots as well as TAC applicant process.
 - i. IGM/OS Reed said we have a process last time we won't repeat, we are turning these applications over to the board compared to last Fall on these issues.
- d. Dir. Adler said she likes the experience that Sonya Kazen has.
 - i. Mary McGinnis replied that she has an application from previous years. I am a member on Rockaway City council, as well as 4 years in Rockaway Beach planning commission. I have ridden the bus a lot and I retired as a teacher from Tillamook years ago. I rode the bus from Rockaway to Tillamook.
- e. BM Bond added that there's no cap on how many seats we can have. We can have all applications if needed.
 - i. BC Johnson said she's okay with it.
 - ii. Dir. Edwards said there's more personalities this way and it will benefit the district completely.
- f. BM Bond said there cannot be more than 4 members representing more the same group.
 - i. Dir. Adler said Chris Kell only represents individual over age of 65.
 - ii. BC Johnson replied I don't see a problem with all of these.
 - iii. BM Bond said we can find a home for 7 people.

Motion by Dir. Riggs to Appoint Mary McGinnis, Chris Kell, Jeff Hazen, Sonya Kazen, Brook Wyntergeen as TAC Committee Members. *Motion Seconded* by Dir. Holm.

Motion Passed
By Directors Hanenkrat, Riggs,
Holm, Edwards, Adler, and Board Chair Johnson.

- g. Dir. Adler updated about Prothman. Said it's been slow and has hit roadblocks. Wants to submit everyone's feedback to Prothman. Submit draft without reaching out to everyone.
 - i. Steve Shropshire said we can circle back to that.
 - ii. BC Johnson said we have a pretty good idea where this recruitment needs to go, I am fine with that.
 - iii. Dir. Edwards added I am fine with that too.
 - iv. Dir. Hanenkrat said he wants to see a copy of it without comment.
 - v. Dir. Adler replied she will broadcast with final projects. I want to hear everyone's input.
- h. Dir. Holm clarified that this information is going to get the job posted which is what Linda is doing.
 - i. Dir. Adler said she is streamlining this a bit.
- i. Dir. Hanenkrat said he wants to see what she's sending to Prothman.
 - i. Dir. Edwards agreed.
 - ii. Dir. Hanenkrat just wants to see the draft that's being sent.
 - iii. Dir. Holm said we need to get it out there to start recruitment.
 - iv. Dir. Adler said we want to get it right.
- j. Steve Shropshire said communications among board members, would qualify as a public meeting. Its fine to send communication if there is nothing sent back and forth. You need to be careful on that. TAC bylaws have a lot of flexibility but requirement with 3 different set representatives, make sure to get minimum requirements. Remember those requirements are mandatory.
 - i. Adler said Ron Rush is retiring so we need to be covered on that.
 - ii. Steve Shropshire said since you're adding more folks, make sure that attendance is more, and the bar is higher to hit.
 - iii. IGM/OS Reed replied that we are not too concerned with this right now, Brook, Jeff, and Chris where already here so there's no changes with requirements here.
- k. Adler asked Steve Shropshire what would happen if she got feedback from what she sent.
 - i. Steve Shropshire replied that she should run it through staff instead of an email chain of board members, staff distributes information this prevents board communication.

21. Staff Comments/Concerns:

Operations Superintendent/Interim General Manager Reed: Need to apologize for incomplete information for board meeting. Proud of folks that are here, we have passed the eye of the storm. Improvements to come, we are working hard to keep things afloat. Will provide for next month. So much credit to Susan, she stepped in our moment of need and has been positive. Shared with Marty earlier, we are on downslope now and we are proud. Natalie has been a rockstar keeping the band together. Our service to community hasn't changed.

NW Rides Brokerage Manager Bond: With change comes greatness, Susan has been great to help. We are all learning so much. Capturing procedure as we go along. It's disappointing not to bring financials but we have only had 9 days. Impressed with everyone's desire to help. Did have a conversation with benefit people, are managing HR issues and taking care of benefit stuff. Energy is good and people are understanding.

Administrative Assistant Zuercher: Apologize for not having Mary McGinnis's application. Expressed thanks to board for understanding.

22. Board of Directors Comments/Concerns:

Board Chair Johnson: Thank you to Susan, thank you for stepping in. Mike, Cathy, and Natalie thank you for keeping the ship moving forward. Kite Festival and Holly the Trolley was here, think it's so cool to have this a reality for the district. It makes people smile.

Dir. Riggs: Thank you Susan for stepping in and helping, appreciate staff. Thank you for job they're doing, no one needs to apologize for anything.

Dir. Adler: Mike has nothing to apologize for has been doing a great job, stand proud. Thank you for the update, Cathy. Proud of pulling together. Board packets are a pain, it's okay to make a mistake. Thank you, Susan, happy with what's going on.

Dir. Edwards: Thank you to staff and board for working together, this is a unique organization. Happy to be in.

Dir. Hanenkrat: Everything has been said, thank you to all staff and Susan.

Dir. Holm: The perseverance to push forward is great. Thank you for all that you continue to do. Get people in here and keep rolling.

Adjournment: Board Chair Johnson adjourned the meeting at 6:54 pm.

These minutes approved this 20th day of October 2022.

ATTEST:

Mary Johnson, Board Chair

Mike Reed, Interim General Manager

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

**Authorizing the General Manager)
to Execute an ODOT Section 5310)
Grant Agreement No. 35193)**

RESOLUTION NO. 22-25

WHEREAS, the Tillamook County Transportation District (“District”) Board of Directors adopted the District’s Coordinated Human Services Public Transportation Plan on November 17, 2017 to ensure that funding awarded pursuant to Section 5310 of the Federal Transit Act of 1984, as amended, will benefit senior citizens and people with disabilities; and

WHEREAS, the District’s Special Transportation Fund Advisory Committee conducted a project application process and met on February 18, 2021 to prioritize recommended projects to be funded; and

WHEREAS, the District applied to the Oregon Department of Transportation (“ODOT”) for a Section 5310 grant for several mobility management projects, namely, renovation of the dispatch center and downtown transit center, and purchase of four propane conversion kits; and

WHEREAS, the District has received a \$180,143 grant from ODOT under Section 5310 of the Federal Transit Act of 1964, as amended, which grant is memorialized in ODOT Grant Agreement No. 35193.

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

the General Manager is authorized to execute and file ODOT Grant Agreement No. 35193 in the amount of \$180,143 on behalf of the Tillamook County Transportation District to aid in the financing of District operations during fiscal year July 1, 2021 through June 30, 2023.

INTRODUCED AND ADOPTED this 20th day of October 2022.

ATTEST:

By: _____
Mary Johnson, Board Chair

By: _____
Mike Reed, Interim General Manager

AMENDMENT NUMBER 2
ODOT GRANT AGREEMENT NO. 35193
Tillamook County Transportation District

The **State of Oregon**, acting by and through its Department of Transportation, hereinafter referred to as **State**, and **Tillamook County Transportation District**, hereinafter referred to as **Recipient**, entered into an Agreement on **June 22, 2021** and Amendment 1 (one) on **January 11, 2022**. Said Agreement is to secure financial assistance to complete the activities described in Exhibit A.

It has now been determined by **State** and **Recipient** that the Agreement referenced above, although remaining in full force and effect, shall be amended to reallocate funding among projects and revise Exhibit A.

Exhibit A shall be deleted in its entirety and replaced with the attached Revised Exhibit A. All references to "Exhibit A" shall hereinafter be referred to as "Revised Exhibit A."

This Amendment may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

SIGNATURE PAGE TO FOLLOW

Tillamook County Transportation District,
by and through its

By _____
(Legally designated representative)

Name _____
(printed)

Date _____

By _____

Name _____
(printed)

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

(If required in local process)

By _____
Recipient's Legal Counsel

Date _____

Recipient Contact:

Mike Reed
3600 Third Street, Suite A
Tillamook, OR 97141-0188
1 (503) 8158283
mreed@tillamookbus.com

State Contact:

Arla Miller
555 13th Street NE
Salem, OR 97301-4179
1 (503) 949-5415
Arla.MILLER@odot.state.or.us

Signed Agreement Return Address: ODOTPTDReporting@odot.state.or.us

State of Oregon, by and through its
Department of Transportation

By _____
Karyn Criswell
Public Transportation Division Administrator

Date _____

APPROVAL RECOMMENDED

By _____ Arla Miller

Date _____ 10/14/2022

APPROVED AS TO LEGAL SUFFICIENCY

(For funding over \$150,000)

Amendment changes to this Agreement are within the scope of the original or previously amended version; therefore, legal sufficiency review is exempt under OAR 137-045-0050(2).

Revised Exhibit A
Project Description and Budget

Project Description/Statement of Work

Project Title: 5310 Tillamook County Transportation District 35193				
<i>Operating, Capital</i>				
P-21-3621-02 Item #1: Admin Building				
	Total	Grant Amount	Local Match	Match Type(s)
	\$38,000.00	\$34,097.00	\$3,903.00	Local
P-21-3621-03 Item #1: Terminal, Bus				
	Total	Grant Amount	Local Match	Match Type(s)
	\$38,000.00	\$34,097.00	\$3,903.00	Local
P-21-3621-04 Item #1: Miscellaneous Equipment				
	Total	Grant Amount	Local Match	Match Type(s)
	\$124,762.00	\$111,949.00	\$12,813.00	Local
Sub Total	\$200,762.00	\$180,143.00	\$20,619.00	
Grand Total	\$200,762.00	\$180,143.00	\$20,619.00	

1. PROJECT DESCRIPTION

Facility Renovation

Renovate two transit facilities, a dispatch center located at 3600 Third Street Suite A, Tillamook, Oregon and downtown transit center located at 2nd Street, and Laurel Avenue, Tillamook, Oregon to support the transportation needs of the general public, seniors, and individuals with disabilities. The purpose of these facilities is for dispatch offices, and downtown transit center to enhance access to public transportation.

Facility Construction and Installation of Amenities and Equipment: Associated services and equipment clearly needed to put the facility into service, costs incurred from the procurement process, delivery charges, and post-delivery inspections are included in the reimbursable expenses associated with this Agreement.

Architecture, Design, Engineering, Planning, and Preparation: Associated services and permits clearly needed to proceed with the project are included in the reimbursable expenses associated with this Agreement.

Equipment Purchase:

- a. Purchase a portable four post lift for vehicle maintenance facility, including extended warranties purchased as part of the initial procurement (not to exceed useful life of equipment), installation costs, hardware, software, and supplies required to put the equipment into service. This Agreement partially funds the lift, agreement 34998 §5311 funds the remainder.*
- b. Purchase an additional portable four post lift for vehicle maintenance facility, including extended warranties purchased as part of the initial procurement (Not to exceed useful life of the equipment), installation costs, hardware, software and supplies required to put the equipment into service.*
- c. Purchase jack stands to facilitate working on wheels, or to change tires.*
- d. Contract with an agency to remove old in floor hoist, and repair the floor to accommodate the four post lift, and jack stands.*

2. PROJECT DELIVERABLES, TASKS and SCHEDULE

Facility Renovation

Recipient will submit a site plan and a narrative describing the proposed project, as well as a map or drawing showing placement of any signs, and other structures included in the project. Recipient will submit certification attesting that all applicable federal, state and local environmental and regulatory permitting requirements have been met. The certification shall include a list of applicable environmental documentation and permits, permitting or regulatory authority, and date of acceptance or approval. This list includes but is not limited to land use and building permits, inspections, and occupancy permits, as applicable. Either an on-site visual walk-through by State staff or photos of installations must be provided. These deliverables must be completed prior to final payment.

Recipient will hire a professional project manager as part of the project, if current staff does not have experience in managing complex construction projects. Project management costs are eligible for reimbursement in this Agreement.

Recipient agrees to update and maintain a facilities maintenance plan compliant with FTA Transit Asset Management rules 49 CFR part 625. Facilities Maintenance plan shall include, but not be limited to, all major components of the facility and the associated maintenance schedules for those components. Recipient shall supply State with the facility maintenance plan upon request.

By accepting federal funds, Recipient certifies that the project will meet all Americans with Disabilities Act requirements as set forth in 49 CFR parts 27, 37, and 38.

Project Schedule:

1. Application for all zoning, building permits and all approvals estimated completion date of March 31, 2022

2. Project preparation may include Architect/Engineering design planning and documents in preparation for construction. May include time and costs incurred for local permits, etc. May include procurement and bid documents up to award for construction. Timeline and deliverables are:

- Completed final architectural and design plan, estimated completion date of December 31, 2021

3. Bid and award for construction: Includes Request for Quote, scoring of proposals received, selection of Construction Company, negotiations of contract pricing and timelines. Estimated timeline and deliverables are:

- Negotiated executed construction contract with awarded construction company estimated completion of task March 31, 2022.

4. Construction management and construction: must abide by all local permitting requirements, and inspections, if applicable. Estimated time of completion of construction phase June 30, 2023

5. Purchase and install office furniture, cash vaults, and communications networks. Estimated completion of phase June 30, 2023.

Equipment Purchase:

All purchases and installations must be completed prior to the expiration date of this Agreement.

Expected order date: August 1, 2021.

Expected delivery date: June 30, 2023.

3. PROJECT ACCOUNTING and MATCHING FUNDING

Facility Renovation

In-kind matching funding is allowed for labor and other donated equipment, materials, and services if otherwise allowed and not used as matching funding for any other agreement or contract. In-kind contributions must be documented with the date and value of the contribution. Administration and facility contributions are documented by percentage of contribution directly attributed to the project.

Receipt of federal funds for construction projects requires that labor must be paid at the prevailing wage as prescribed by the Davis-Bacon Act.

Purchases or charges that are otherwise paid for in other agreements or contracts are excluded.

Equipment Purchase

Associated costs incurred from the procurement process, delivery charges, and post-delivery inspections are included in the reimbursable expenses associated with this Agreement.

Purchases or charges that are otherwise paid for in other agreements or contracts are excluded. Annual renewals of extended warranties are not eligible as a capital expense after equipment is delivered and accepted by the Recipient.

State's obligation to reimburse Project costs is contingent upon Recipient first paying or otherwise contributing its minimum match amount set forth in this Exhibit A.

4. REPORTING and INVOICING REQUIREMENTS

Facility Renovation

Recipient will provide reporting information as prescribed by State on structure(s) constructed and any purchased items to place the facility into service under this Agreement as long as they remain in use for public transportation service. Procurement and construction files must be retained by Recipient for as long as the structure(s) remain in use, plus three years after disposal.

Recipient will request reimbursement for covered expenses incurred during each period as prescribed by State. Copies of invoices must be submitted for all vendor charges. In-house charges must be documented showing time specifically associated with the project. In addition, Recipient must submit a cover letter or summary of the total expenses for work performed with each reimbursement request. Site visits or photographs of construction progress may be required in order to receive reimbursement for project deliverables.

Equipment Purchase

If equipment purchased under this Agreement is valued at \$5,000 or more (a "capital asset"), Recipient will provide reporting information as prescribed by State on the equipment as long as it remains in use for public transportation service. As a capital expense, all equipment must be in an inventory and reported to State as a capital asset using a unique Recipient identification number.

Recipient will request reimbursement for covered expenses incurred during each period as prescribed by State. Copies of vendor invoices must be provided for all purchases. With the final payment request, Recipient is required to submit a complete inventory of items purchased under this Agreement.