



Tillamook County Transportation District Transportation Advisory Committee Meeting

Participants are welcome to join this meeting virtually.

To attend by phone, please dial: +1 (253) 215-8782 Meeting ID: 872 9971 9792

To attend virtually, please use this link: <https://us02web.zoom.us/j/87299719792>

Tuesday, October 18th, 2022 @ 1:00PM

1. Call to Order
2. Roll Call (Committee Reappointments/New Committee Member Introductions)
3. Appoint Committee Chair
4. Approval of Meeting Minutes from November 17, 2021 (Pgs. 1)
5. Discussion Regarding Grant Opportunities/LOI's (Pgs. 2-5)
6. Other Business
7. Future Meetings
8. Adjourn

Tillamook County Transportation District
Transportation Advisory Committee
Thursday, November 17, 2021 – 9AM
Meeting Minutes



1. **Call to Order:** Committee Chair Chris Kell called the meeting to order at 9:02am.
2. **Introductions:**
 - Doug Pilant, TCTD General Manager
 - Shannon Wakeman, TCTD Staff
 - Cathy Bond, TCTD Staff
 - Chris Kell, Committee Chair
 - Ron Rush, Committee Member
 - Nick Torres, Committee Member
 - Jeff Hazen, Committee Member
3. **Approval of Meeting Minutes from November 4, 2021**
Motion by Ron Rush. *Motion seconded* by Jeff Hazen. Unanimously approved.
4. **Discussion and Approval of Rural Veterans Healthcare Transportation Grant Application**
NW Rides Brokerage Manager Cathy Bond walked the committee through the application. The total amount of the application was changed to \$62,000 and includes a request to cover administrative expenses.
Motion by Ron Rush to approve the application with the indicated change. *Motion seconded* by Jeff Hazen. Unanimously approved.
5. **Review of Veterans Services Materials**
6. **Other Business**
Committee Members shared their backgrounds and interest in serving on the TAC.

Jeff Hazen shared information about a new program between DOT and DOC to train prison inmates to driver positions, following CDL guidelines.
7. **Adjourn**
Chair Kell adjourned the meeting at 9:41am.

These minutes approved this 18th day of October 2022.

ATTEST:

Chris Kell, Committee Chair

Mike Reed, Interim General Manager

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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| APPLICANT NAME (PUBLIC TRANSPORTATION SERVICE PROVIDER): | Tillamook County Transportation District |
| APPLICANT EMAIL CONTACT: | mreed@tillamookbus.com |
| NAME OF PERSON AUTHORIZED TO SIGN GRANT AGREEMENT: | Michael K Reed |
| EMAIL CONTACT OF PERSON AUTHORIZED TO SIGN AGREEMENT: | mreed@tillamookbus.com |
| TRANSIT AGENCY TYPE (SELECT ONE THAT BEST APPLIED TO YOUR ORGANIZATION): | Transportation District |
| ODOT REGION: | Region 2A |
| PLEASE IDENTIFY THE LOCAL PLAN THAT SUPPORTS THE PROPOSED PROJECT AND INCLUDE A CITATION (I.E PAGE NUMBER(S)) TO THE APPROPRIATE REFERENCE: | TCTD Intercity Transit Enhancement Plan - Project #20111, Pages |
| PROJECT NAME: | Route 60X & 70X - Coastal Connector Vehicle Replacement |
| PROJECT DESCRIPTION - PLEASE PROVIDE A BRIEF (1-2 PARAGRAPHS) DESCRIPTION OF THE PROPOSED PROJECT. IDENTIFY CLEAR PROJECT DELIVERABLES AND AVOID GENERALIZATIONS. FOR OPERATIONS PROJECTS, PLEASE INDICATE WHETHER THE RESOURCES, EQUIPMENT, AND INFRASTRUCTURE (E.G. VEHICLES DRIVERS, ETC.) HAVE ALREADY BEEN PROCURED OR IF THEY WOULD NEED TO BE PROCURED PRIOR TO PROJECT IMPLEMENTATION. | Replacement of bus, as well as cover the costs of operations, a full time bus operator and preventative maintenance. This vehicle will be used to support existing intercity services between Lincoln, Polk, Yamhill and Marion Counties. |
| IF THIS IS AN OPERATIONS PROJECT, WOULD THE GRANT FUND ONGOING OPERATIONS (I.E. AN EXISTING SERVICE THAT WOULD NOT BE EXPANDED THROUGH THE GRANT)? | Yes |
| WILL THE APPLICANT HIRE A SUB-CONTRACTOR TO IMPLEMENT ALL OR PART OF THE PROJECT? | No |
| ESTIMATED TOTAL PROJECT COST (PLEASE IDENTIFY THE ANTICIPATED TOTAL PROJECT COST AS ACCURATELY AS POSSIBLE): | \$1,718,800.00 |

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| ODOT REGION | Region 2A |
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| PROJECT NAME | Route 5 - Coastliner Expansion Service |
| PROJECT DESCRIPTION - PLEASE PROVIDE A BRIEF (1-2 PARAGRAPHS) DESCRIPTION OF THE PROPOSED PROJECT. IDENTIFY CLEAR PROJECT DELIVERABLES AND AVOID GENERALIZATIONS. FOR OPERATIONS PROJECTS, PLEASE INDICATE WHETHER THE RESOURCES, EQUIPMENT, AND INFRASTRUCTURE (E.G. VEHICLES, DRIVERS, ETC.) HAVE ALREADY BEEN PROCURED OR IF THEY WOULD NEED TO BE PROCURED PRIOR TO PROJECT IMPLEMENTATION. | Expand the inter-city services from Tillamook County to Portland from two to three trips daily. This service improve temporal connections, benefit the community with access to education, medical and work. Increase connectivity to other services such as Greyhound and Amtrak and PDX Airport. This will allow the purchase of a bus, as well as cover the costs of operations and preventative maintenance. |
| IF THIS IS AN OPERATIONS PROJECT, WOULD THE GRANT FUND ONGOING OPERATIONS (I.E. AN EXISTING SERVICE THAT WOULD NOT BE EXPANDED THROUGH THE GRANT)? | No |
| WILL THE APPLICANT HIRE A SUB-CONTRACTOR TO IMPLEMENT ALL OR PART OF THE PROJECT? | No |
| ESTIMATED TOTAL PROJECT COST (PLEASE IDENTIFY THE ANTICIPATED TOTAL PROJECT COST AS ACCURATELY AS POSSIBLE): | \$1,204,000.00 |

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APPLICANT EMAIL CONTACT mreed@tillamockbus.com

NAME OF PERSON AUTHORIZED TO SIGN GRANT AGREEMENT Michael K Reed

EMAIL CONTACT OF PERSON AUTHORIZED TO SIGN AGREEMENT mreed@tillamockbus.com

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ODOT REGION Region 2A

PLEASE IDENTIFY THE LOCAL PLAN THAT SUPPORTS THE PROPOSED PROJECT AND INCLUDE A CITATION (I.E PAGE NUMBER(S)) TO THE APPROPRIATE REFERENCE NW Connector Bus Stop Improvements pages 2-3, 18-19, 30-31, 36-37

PROJECT NAME NW Connector Transit Access Project

PROJECT DESCRIPTION - PLEASE PROVIDE A BRIEF (1-2 PARAGRAPHS) DESCRIPTION OF THE PROPOSED PROJECT. IDENTIFY CLEAR PROJECT DELIVERABLES AND AVOID GENERALIZATIONS. FOR OPERATIONS PROJECTS, PLEASE INDICATE WHETHER THE RESOURCES, EQUIPMENT, AND INFRASTRUCTURE (E.G. VEHICLES, DRIVERS, ETC.) HAVE ALREADY BEEN PROCURED OR IF THEY WOULD NEED TO BE PROCURED PRIOR TO PROJECT IMPLEMENTATION. This project will continue the Phase 2 portion of the NW Connector Bus Stop Improvements that began in the 2021-2023 biennium. We anticipate that the engineering and design will be completed in the current biennium and that the new grant will cover the added costs in materials and labor anticipated to be significantly higher than previously forecasted.

This project will provide the funding necessary to purchase, construct and install, approximately three bus passenger shelters, three bus route signs including signposts, and three amenities to support the transportation needs of the general public and seniors and individuals with disabilities. The stops in this project are located in Clatsop, Lincoln and Tillamook counties. It will also provide the funding needed to contract with a project manager to manage the construction of the three stops.

IF THIS IS AN OPERATIONS PROJECT, WOULD THE GRANT FUND ONGOING OPERATIONS (I.E. AN EXISTING SERVICE THAT WOULD NOT BE EXPANDED THROUGH THE GRANT)? No

WILL THE APPLICANT HIRE A SUB-CONTRACTOR TO IMPLEMENT ALL OR PART OF THE PROJECT? Yes

ESTIMATED TOTAL PROJECT COST (PLEASE IDENTIFY THE ANTICIPATED TOTAL PROJECT COST AS ACCURATELY AS POSSIBLE): \$650,000.00

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| CDOT REGION | Region 2A |
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| PROJECT NAME | TCTD Software Upgrade |
| PROJECT DESCRIPTION - PLEASE PROVIDE A BRIEF (1-2 PARAGRAPHS) DESCRIPTION OF THE PROPOSED PROJECT, IDENTIFY CLEAR PROJECT DELIVERABLES AND AVOID GENERALIZATIONS. FOR OPERATIONS PROJECTS, PLEASE INDICATE WHETHER THE RESOURCES, EQUIPMENT, AND INFRASTRUCTURE (E.G. VEHICLES, DRIVERS, ETC.) HAVE ALREADY BEEN PROCURED OR IF THEY WOULD NEED TO BE PROCURED PRIOR TO PROJECT IMPLEMENTATION. | <p>Purchase software database for capturing all ridership and operations statistics for the purposes of audit, reporting and financial reimbursement. Current software is very unstable. The cost would include planning, RFQ, implementation, support and training</p> <p>Purchase replacement financial software. Would anticipate a cloud-based software solution. The cost would include planning, RFQ, implementation, support and training.</p> |
| IF THIS IS AN OPERATIONS PROJECT, WOULD THE GRANT FUND ONGOING OPERATIONS (I.E. AN EXISTING SERVICE THAT WOULD NOT BE EXPANDED THROUGH THE GRANT)? | NA |
| WILL THE APPLICANT HIRE A SUB-CONTRACTOR TO IMPLEMENT ALL OR PART OF THE PROJECT? | Yes |
| ESTIMATED TOTAL PROJECT COST (PLEASE IDENTIFY THE ANTICIPATED TOTAL PROJECT COST AS ACCURATELY AS POSSIBLE): | \$250,000.00 |