

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, January 19, 2023 – 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 6:01 pm.
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

Mary Johnson, Board Chair
Gary Hanenkrat, Treasurer
Linda Adler, Secretary
Marty Holm, Director
Jackie Edwards, Director

TCTD Staff

Mike Reed, Interim General Manager/ Operations Superintendent
Cathy Bond, Finance Supervisor (ABSENT)
Natalie Zuercher, Admin Assistant/ Board Clerk
Jules Hooter, Brokerage Manager

Guest

Will Chappell, Headlight Herald
Catherine Hendrix, Guest
Arla Miller, ODOT
Kathy Kleczek, NW Transportation Options
Nathan Finn, Guest

4. Announcements and Changes to Agenda:

IGM/OS Reed discussed FS Bond being absent due to bereavement leave. Due to this, no financials tonight as well as service report. Didn't want to present incomplete information. Recognized Carol McAndrew. Talked about resolutions coming from council today. Didn't have resolution originally stated #23-01 so resolutions are renumbered.

Dir. Holm asked about renumeration of items. IGM/OS Reed clarified why the renumeration occurred.

5. Public & Guest Comments:

- a. Catherine Hendrix introduced herself as a member of the Oceanside Neighborhood Association. Discussed 10-year investment plan as well as development of Oceanside Community Coalition. Hopes that the transportation district will be involved as stakeholder or partner. See if there is interest here.

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.

Still in infant stages. Identified 26 partners for stakeholders and transportation district came up. Discussed paving of parking lot and improvements that could be made. Have been meeting for 6 weeks. Supported by Nan Devlin (TCVA) she has made similar plans with tourism but ours is roads, pavements, and projects. She would hold informational meeting. Come up with mission statement and then plan. Wanted to introduce concept of this. Wanted to see where support is. I do not have anything in writing to give to you yet. Once get, can send to website. Introduced this to feedback email address. I know you are in a state of change. Just looking for support and voice in how moving forward.

IGM/S Reed said he didn't receive email and you are correct; we have new GM on way. This project will be introduced to him. We are always interceded in making friends with community partners. Route 2 service is vital with in county services. Discussed paving and keep in mind we are transit organization, different between us and roads and signs. We would like to be a partner in this discussion.

Catherine Hendrix said she will let Bruce know about giving more information to TCTD about this. Hoping this brings us back together as a community. Will send written documents your way when receive them.

Dir. Adler asked about how TCTD could be of help to this.

Catherine Hendrix responded that she worked 25 years in transportation, passionate about public transportation. Knows TCTD does a great job.

Kathy Kleczek mentioned helping organizing employers in area. Send them my way with transportation. SDAO conference is coming up, hope some have registered and will be there. Opportunities to bring up issues on agenda. Send me an email if this is so. Hope to see some of you there.

6. Executive Session: None

REPORTS

7. Financial Report:

IGM/OS Reed discussed the provided Visa and Fred Meyer statements.

8. Service Measure Performance Report: None.

9. Northwest Oregon Transit Alliance:

GM/OS Reed updated about pending contract with Trillium, awaiting language. Will be signed and taken care of.

Discussed STIF funding, led by Arla Miller. Move partners in the same direction and plan for the future. Partners are excited to meet Brian.

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10. Planning & Development: IGM/OS Reed shared the following updates:

Service Expansion happening Sunday. Doug had spent a lot of years on this. Three Route 5 trips going into Portland. TCTD is now meeting this specific need.

Final implementation of the fare policy. Didn't happen in September due to GM passing in June. Come Sunday these projects will be wrapped up. We have expanded service with Route 6. It has been a heavy lift at the end. Super excited about this. Fare will be more affordable. Youth under 18 rides free. TBCC students ride free. In county services will be \$1 for one fare. The larger change is that Route 5, there isn't a \$15/\$20 pass. It will be \$15 each direction now as well as discounted fares on Route 5. Offering a 10-trip pass for \$120 or \$60 for reduced. Hope is to give folks more access to transit. The next 12-18 months want to see ridership grow. Hopes this will be last of services changes. Thank you for allowing me to work on this and pull it off.

11. Grant Funding: IGM/OS Reed shared the following updates:

Discussed the 4 Resolutions, these deadlines are tomorrow. These things happened quick at the end. Kind of let this slip a little bit, had to put together last minute. The district is so lucky to have Arla Miller who has stepped in to help me with this. She has done this work on behalf of the district. These resolutions are her work product. These are STIF, 5310, 5311, funding these are rollover from same plan. A few small changes but they are similar to 2021-2023 STIF plan.

12. Facility/Property Management: IGM/OS Reed shared the following updates:

None

13. NW Ride Brokerage: BM Hooter shared the following updates:

Ridership has increased 250-300 rides a day for customers. Almost fully staffed.

14. Miscellaneous:

None

CONSENT CALENDAR

- 15. Motion to Approve the Minutes of December 15, 2022 Regular Board Meeting
- 15. Motion to Approve the Minutes of December 9, 2022 Executive Session Meeting
- 16. Motion to Approve the Minutes of December 9, 2022 Special Meeting
- 17. Motion to Approve the Minutes of December 21, 2022 Executive Session and Special Meeting
- 18. Motion to Approve the TCTD December 2022 Visa and Fred Meyer Statements

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

Motion Passed

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

ACTION ITEMS

19. Resolution #23-01: In the Matter of Establishing a Salary Range for the General Manager.

Motion by Dir. Adler to Approve Resolution #23-01: In the Matter of Establishing a Salary Range for the General Manager. Motion seconded by Dir. Johnson

Motion Passed

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

20. Resolution #23-02 In the Matter of Authorizing the Interim General Manger to Submit Population-Based Funds Subrecipient Application FY 2023-25

IGM/OS Reed said because there was a combination of STF and STIF funding, due to act of legislation in 2017 these are included together. Marie Mills must submit to STIF to us as subrecipient. This authorizes us to submit to their portion.

Dir. Adler asked about reference to high income/ low-income areas household also asked about inclusion of south county. IGM/OS Reed replied that this is a question for Resolution #23-03.

Motion by Dir. Edwards to Approve Resolution #23-02 In the Matter of Authorizing the Interim General Manger to Submit Population-Based Funds Subrecipient Application FY 2023-25. *Motion Seconded* by Dir. Johnson.

Motion Passed

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

21. Resolution #23-03 In the Matter of Adopting the 2023-2025 STIF Plan and Authorizing the Interim General Manager to Submit Application for STIF Formula Funds

Arla Miller responded to Dir. Adler's question on previous Resolution. Put this together last minute. Carried over programs that where there before. Continued the projects forward with reduced fare, deviated fixed route services, add more

funds to contingency pots, etc. With short time frame, this is what I could do. I don't know about South County.

Dir. Adler asked if we could revise along the way. Arla Miller replied ODOT was not given the authority to amend these agreements for STIF funds. This would have to be down the road.

IGM/OS Reed added that these are formula funds, not discretionary. For the most part this is what continues to keep wheels going on what we are currently doing. With new vehicles, increased fuel prices, expansions in service, those are discretionary for Route 5 on last two biennium's.

Motion by Dir. Holms to Approve Resolution #23-03 In the Matter of Adopting the 2023-2025 STIF Plan and Authorizing the Interim General Manager to Submit Application for STIF Formula Funds. *Motion Seconded* by Hanenkrat.

Motion Passed

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

22. Resolution #23-04 In the Matter of Authorizing the Interim General Manager to Submit 2023-2025 Federal Grant Funding Application

IGM/OS Reed clarified that 5310 grant is specifically for senior and disabled services. We try to put preventative maintenance in the pot. All vehicles are ADA accessible which means we can use this for that. We use grant 5311 for 60/70x services to keep those running.

Motion by Dir. Holm to Approve Resolution #23-04 In the Matter of Authorizing the Interim General Manager to Submit 2023-2025 Federal Grant Funding Application. *Motion Seconded* by Dir. Hanenkrat.

Motion Passed

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

DISCUSSION ITEMS

23. Appointment to Board of Director Position #1 Expiring 2025 and Appointment to Board of Director Position #4 Expiring 2023.

BC Johnson asked about ballot with positions. IGM/OS Reed replied that 2023 will be on ballot and 2025 will be that year unless filled. Dir. Holm added that all four are on the ballot. BC Johnson said these are interim period fill ins.

Dir. Hanenkrat asked about one in July. BC Johnson replied that TJ Fiorelli also put in an application back in July. There is a total of 4 applications to board for vacancies.

Dir. Holm said he doesn't know why we aren't letting elections take its course. Dir. Hanenkrat agreed. Dir. Adler added that elections aren't completed for 6 months. IGM/OS Reed added that the filing process starts now, swearing in isn't until July.

BC Johnson asked for Dir. Edwards opinion. Dir. Edwards replied that it's a good point that there's time in between. I guess I don't have strong feelings one way or another.

Dir. Holm clarified the seats that are up for election. Dir. Adler asked about a 5th seat in election.

Dir. Edwards added that we need experience on the board, glad Gary is here. BC Johnson said we should let voters decide. Dir. Hanenkrat agreed.

BC Johnson said it will be a lot of change when the new GM arrives. Dir. Edwards said she agrees. I think it's a good idea to wait. Its good input.

Dir. Holm said I expect these folks will be filing for election. This could be me or Jackie.

24. Staff Comments/Concerns:

Interim General Manager/ Operations Superintendent Reed: Thank you to the board, it's been an experience, thank you for trusting me. This isn't what I said yes to in June, but it's been good for my career. Going through this with NWOTA. There is a huge group of people who made this happen and keep going. Natalie is an Administrative Assistant but has been an executive leader for the past 6 months.

Admin. Assistant/ Board Clerk Zuercher: Thanked the board for their patience.

Brokerage Manager Hooter: Nothing.

25. Board of Directors Comments/Concerns:

Dir. Holm: Thanked Mike for his period of time especially with these big operational changes. They are a big evolution to district. Working with the community is spectacular. Thank you to everyone else. Thank you, Jules, for taking over the Brokerage. Carol is a wonderful person, condolences to Cathy.

Dir. Adler: Mike you did an amazing job. We are almost to finish line. Thank you all for everything and Happy New Year.

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Dir. Hanenkrat: Thank you to staff, hopefully we can get close to normal soon.

Board Chair Johnson: Thank you Arla for all your work. Appreciate you keeping us running. Thanked everyone for being here.

IGM/OS Reed said Mary has been a wonderful chair.

Dir. Edwards: This has been a trying time, just looking at it. None of us are in trenches, thank you Mike. Everyone working together regardless of what is going on. All of you have been phenomenal.

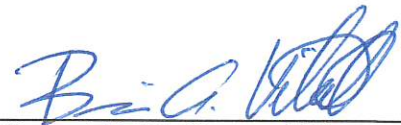
Adjournment: Board Chair Johnson adjourned the meeting at 6:55 pm.

These minutes approved this 16th day of February 2023.

ATTEST:



Mary Johnson, Board Chair



Brian Vitulli, General Manager