

Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting



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



Thursday, April 20th, 2023 at 6:00PM
Transportation Building
3600 Third Street, Tillamook, Oregon

Tillamook County Transportation District

Normal Trial Balance

From 2/1/2023 Through 2/28/2023

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account #4558	117,838.31	
1006	Payroll Checking #5614	29,775.62	
1009	NW RIDES ACCOUNT #8510	788,328.76	
1011	Prop. Mgmt. Checking #7071	6,139.28	
1020	LGIP - General Account	707,335.62	
1030	LGIP - Capital Reserve	2,235,520.82	
1040	Petty Cash	200.00	
		<hr/>	<hr/>
Report Total		3,885,138.41	0.00
		<hr/> <hr/>	<hr/> <hr/>
Report Difference		3,885,138.41	
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Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 2/1/2023 Through 2/28/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17650	2/8/2023	0.00		
17671	2/3/2023	695.57	ABILA	MARCH 2023 ACCTG SERVICES
17672	2/3/2023	138.32	ALSCO - Portland Linen	JAN 2023 MATT SERVICE
17673	2/3/2023	634.50	WAVE	JAN 2023 PHONE SERVICES
17674	2/3/2023	110.00	BIO-MED TESTING SERVICE, INC.	NOV 2022 PRE-EMPLOYMENT SCREENING
17675	2/3/2023	42.85	TILLAMOOK CITY UTILITIES	TVC WATER SERVICE JAN 2023
17676	2/3/2023	40.00	CENTURYLINK	FAX SERVICE 1/21-2/20/23
17677	2/3/2023	1,030.95	FleetPride, Inc.	ROA JAN 2023
17678	2/3/2023	110.54	Fred Meyer Customer Charges	ROA JAN 2023
17679	2/3/2023	1,178.94	KITTELSON & ASSOCIATES, INC.	TCTD COORDINATED PLAN THRU 7/31/2022
17680	2/3/2023	2,093.41	LES SCHWAB WAREHOUSE CENTER	ROA JAN 2023
17681	2/3/2023	8,736.29	MOREL INK	TICKET STOCK FARE CHANGE 1/22/23
17682	2/3/2023	3,613.96	DAVISON AUTO PARTS, INC.	ROA JAN 2023
17683	2/3/2023	283.50	Office Depot Credit Plan	OFFICE SUPPLIES JAN 2023
17684	2/3/2023	106.99	Pacific Office Automation	NWR COPIER METER USAGE 12/18/22-1/18/23
17684	2/3/2023	123.14	Pacific Office Automation	TCTD COPIER METER USAGE 12/18/22-1/18/23
17685	2/3/2023	107.80	PORTLAND GENERAL	70X ELECT SERVICE 12/22/2022-1/25/23
17686	2/3/2023	121.99	Prothman Company	BACKGROUND CHECK REIMBURSEMENT
17687	2/3/2023	48.18	PREMIER TRUCK GROUP	ROA FEB 2023
17687	2/3/2023	1,591.06	PREMIER TRUCK GROUP	ROA FEB 2023
17688	2/3/2023	986.39	Rosenberg Builders Supply	ROA JAN 2023
17689	2/3/2023	9,270.00	SWIFTLY	ANNUAL RENEWAL 1/4/2023-1/3/2024
17690	2/8/2023	121.56	Petty Cash Clerk	PETTY CASH REPLENISHMENT
17691	2/9/2023	250.00	Burden's Muffler & Towing	TOWING SERVICE-BUS 204
17692	2/9/2023	159.29	COMCAST	70X FAX SERVICE 1/28-2/27/23
17693	2/9/2023	3.00	OR DEPT OF MOTOR VEHICLES	DMV RECORD REQUEST JAN 2023
17694	2/9/2023	275.00	KDEP-FM/KTIL-FM/KTIL-AM	ADVERTISING JAN 2023
17695	2/9/2023	959.95	LEWIS AUDIO VIDEO, INC.	REPAIR BOARDROOM A/V EQUIPMENT
17696	2/9/2023	28.05	KEMPS NORTH COAST TOOLS	ROA TOOLS
17697	2/9/2023	2,473.38	Schetky Northwest Sales, Inc.	ROA JAN 2023
17698	2/9/2023	392.95	VERIZON	TABLET SERVICE 11/27-12/26/2022
17698	2/9/2023	392.95	VERIZON	TABLET SERVICE 12/27-1/26/2023
17699	2/9/2023	59.95	VANIR BROADBAND, INC.	RADIO INTERNET SERVICE MARCH 2023
17700	2/9/2023	249.20	O'REILLY AUTOMOTIVE STORES	ROA JAN 2023
17701	2/9/2023	246.92	Batteries Northwest	ROA JAN 2023
17702	2/16/2023	695.57	ABILA	ABILA MANAGED PLAN 4/15-5/14/2023
17703	2/16/2023	374.80	CINTAS	UNIFORM/SHOP SUPPLIES SERVICE JAN 2023
17704	2/16/2023	2,342.00	Coast Printing & Stationery	SERVICE CHANGE 1/22/23 BROCHURES/SIGNAGE
17705	2/16/2023	16,585.02	CARSON OIL CO INC	FUEL 1/16-1/31/2023
17706	2/16/2023	1,982.34	Gillespie Graphics	GRAPHIC REPAIRS BUS 305
17707	2/16/2023	474.50	JORDAN RAMIS, PC	LEGAL SERVICES JAN 2023
17707	2/16/2023	2,165.00	JORDAN RAMIS, PC	LEGAL SERVICES JAN 2023
17708	2/16/2023	100.00	John Grover	DOT MED CARD REIMBURSEMENT
17709	2/16/2023	125.50	Oregon State Police	JAN 2023 BACKGROUND CHECKS
17710	2/16/2023	2,087.04	CARDMEMBER SERVICE	UMPQUA CREDIT CARD 12/24-1/24/2023
17711	2/22/2023	7,833.52	DAVISON AUTO PARTS, INC.	TECHNICIAN TOOLS PACKAGE

Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 2/1/2023 Through 2/28/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17711	2/22/2023	3,432.59	DAVISON AUTO PARTS, INC.	SERVICE TRUCK TOOL PACKAGE
17712	2/28/2023	12,257.61	CARSON OIL CO INC	FUEL SERVICES 1/1-1/15/2023
17713	2/28/2023	50.00	MARTY HOLM	BOARD MEETING 2/16/2023
17714	2/28/2023	50.00	Gary A. Hanenkrat	BOARD MEETING 2/16/2023
17715	2/28/2023	50.00	Linda Adler	BOARD MEETING 2/16/2023
17716	2/28/2023	50.00	MARY JOHNSON	BOARD MEETING 2/16/2023
17717	2/28/2023	50.00	JACKIE EDWARDS	BOARD MEETING 2/16/2023
17718	2/28/2023	1,132.49	Gillespie Graphics	WRAP REPAIR BUS 306
17719	2/28/2023	2,142.90	GenXsys Solutions, LLC	SOFTWARE AND STORAGE SERVICES MARCH 2023
17719	2/28/2023	434.33	GenXsys Solutions, LLC	MANAGED SERVICES MARCH 2023
17720	2/28/2023	1,003.88	INNOVA LEGAL ADVISORS	LEGAL SERVICES 1/16-2/15/2023
17720	2/28/2023	722.78	INNOVA LEGAL ADVISORS	LEGAL SERVICES 12/16-1/15/2023
17721	2/28/2023	121.93	J and C Tools, LLC	TOOLS
17722	2/28/2023	1,075.00	NATHAN LEVIN	70X BLDG LEASE MARCH 2023
17723	2/28/2023	136.98	Tillamook PUD	TVC UTILITIES 1/12-2/13/2023
17723	2/28/2023	43.28	Tillamook PUD	ELECTRICAL LARGE BUS BARN 1/12-2/12/23
17723	2/28/2023	30.82	Tillamook PUD	ELECTRICAL SMALL BUS BARN 1/12-2/12/23
17724	2/28/2023	611.92	Rosenberg Builders Supply	ROA FEB 2023
17725	2/28/2023	225.22	Pacific Office Automation	TCTD COPIER FEB 2023
17725	2/28/2023	298.15	Pacific Office Automation	TCTD USAGE METER 1/18-2/18/23
17726	2/28/2023	59.45	CRYSTAL AND SIERRA SPRINGS	WATER SERVICES FEB 2023
17727	2/28/2023	90.25	KEMPS NORTH COAST TOOLS	ROA FEB 2023
17728	2/28/2023	131,767.00	SPECIAL DISTRICTS INS. SERVICE	2023 LIABILITY INSURANCE COVERAGE
17729	2/28/2023	1,095.29	COUNTRY MEDIA	ADVERTISING/RECRUITMENT JAN 2023
17729	2/28/2023	66.65	COUNTRY MEDIA	LEGAL NOTICES JAN 2023
17730	2/28/2023	120.18	Fred Meyer Customer Charges	ROA FEB 2023
17730	2/28/2023	426.73	Fred Meyer Customer Charges	ROA FEB 2023
17731	2/28/2023	50.00	TILLAMOOK PIONEER	LEGAL NOTICE
ACH	2/1/2023	7,165.74	CARDMEMBER SERVICE	UMPQUA 11.2022
ACH	2/1/2023	(7,165.74)	CARDMEMBER SERVICE	UMPQUA 11.2022
Report Total		229,037.30		

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking #5614

From 2/1/2023 Through 2/28/2023

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
5765	2/9/2023	3,042.42	SPECIAL DISTRICTS INS. SERVICE	SDIS HEALTH BENEFITS MARCH 2023-ADMIN
5765	2/9/2023	27,015.45	SPECIAL DISTRICTS INS. SERVICE	SDIS HEALTH BENEFITS MARCH 2023-OPERATIONS
5765	2/9/2023	4,960.61	SPECIAL DISTRICTS INS. SERVICE	SDIS HEALTH BENEFITS MARCH 2023-MAINT
5765	2/9/2023	5,320.27	SPECIAL DISTRICTS INS. SERVICE	SDIS HEALTH BENEFITS MARCH 2023-NWR
5766	2/24/2023	3,546.84	BRIAN VITULLI	PAYROLL LIVE CHECKS 2.24.2023
5767	2/24/2023	1,581.28	DONALD ANDERSON	PAYROLL LIVE CHECKS 2.24.2023
5768	2/24/2023	1,475.16	Cristal Scott	PAYROLL LIVE CHECKS 2.24.2023
5769	2/24/2023	1,321.32	Douglas Vernieu	PAYROLL LIVE CHECKS 2.24.2023
5770	2/24/2023	1,290.76	IAN JONES	PAYROLL LIVE CHECKS 2.24.2023
5771	2/28/2023	1,046.94	BRIAN VITULLI	Relocation Expense for GM
5773	2/28/2023	3,528.28	HRA VEBA TRUST	CORRECT VEBA FEB 2023
ACH AFLAC 2.23	2/15/2023	635.72	AFLAC	AFLAC FEB 2023
Report Total		54,765.05		

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 2/1/2023 Through 2/28/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
3816	2/3/2023	1,712.07	WAVE	JAN 2023 PHONE SERVICES
3817	2/3/2023	56.70	CENTURYLINK	FAX SERVICE 1/21-2/20/23
3818	2/8/2023	3,709.21	KANDIS LIDAY	NWR VOL DRIVERS JAN 2023
3819	2/8/2023	2,696.37	JANNA SMITH	NWR VOL DRIVERS JAN 2023
3820	2/8/2023	858.99	LEANN CHUINARD	NWR VOL DRIVERS JAN 2023
3821	2/8/2023	3,690.62	SEAN REKART	NWR VOL DRIVERS JAN 2023
3822	2/8/2023	4,156.42	WILLIAM NERENBERG	NWR VOL DRIVERS JAN 2023
3823	2/8/2023	986.01	JOY WINKELHAKE	NWR VOL DRIVERS JAN 2023
3824	2/8/2023	3,090.99	JOHN REKART JR	NWR VOL DRIVERS JAN 2023
3825	2/16/2023	171.75	Oregon State Police	JAN 2023 BACKGROUND CHECKS
3826	2/16/2023	576.14	CARDMEMBER SERVICE	UMPQUA CREDIT CARD 12/24-1/24/2023
3827	2/28/2023	875.00	GenXsys Solutions, LLC	NWR MANAGED SERVICES MARCH 2023
3827	2/28/2023	857.10	GenXsys Solutions, LLC	SOFTWARE AND STORAGE SERVICES MARCH 2023
3827	2/28/2023	434.32	GenXsys Solutions, LLC	MANAGED SERVICES MARCH 2023
3828	2/28/2023	235.95	Pacific Office Automation	NWR COPIER LEASE FEB 2023
3828	2/28/2023	91.41	Pacific Office Automation	NWR USAGE METER 1/18-2/18/23
3829	2/28/2023	59.46	CRYSTAL AND SIERRA SPRINGS	WATER SERVICES FEB 2023
3830	2/28/2023	2,612.60	AAA RIDE ASSIST	1/15-1/21/2023
3830	2/28/2023	2,366.30	AAA RIDE ASSIST	1/8-1/14/2023
3831	2/28/2023	7,400.75	COLUMBIA COUNTY RIDER	1/1-1/31/2023
3832	2/28/2023	6,222.50	COLUMBIA MEDICAL	1/1-1/7/2023
3832	2/28/2023	7,696.50	COLUMBIA MEDICAL	1/8-1/14/2023
3832	2/28/2023	7,183.00	COLUMBIA MEDICAL	1/15-1/21/2023
3833	2/28/2023	3,563.00	K & M MEDIVAN	1/1-1/7/2023
3833	2/28/2023	3,819.00	K & M MEDIVAN	1/8-1/14/2023
3833	2/28/2023	3,514.00	K & M MEDIVAN	1/15-1/21/2023
3834	2/28/2023	5,789.60	METRO WEST	1/1-1/31/2023
3835	2/28/2023	26,164.50	RYANS TRANSPORTATION SERVICE	1/1-1/7/2023
3835	2/28/2023	27,705.00	RYANS TRANSPORTATION SERVICE	1/5-1/14/2023
3835	2/28/2023	23,955.00	RYANS TRANSPORTATION SERVICE	1/15-1/21/2023
3836	2/28/2023	520.00	SUNSET EMPIRE TRANSIT	BUS PASSES JAN 2023
3837	2/28/2023	2,819.05	WILLAMETTE VALLEY TRANSPORT	1/1-1/31/2023
3838	2/28/2023	5,390.00	Ride Connection Bridge	1/1-1/6/2023
3838	2/28/2023	8,160.50	Ride Connection Bridge	1/7-1/13/2023
3838	2/28/2023	8,831.40	Ride Connection Bridge	1/14-1/20/2023
3839	2/28/2023	572.00	MEDIX AMBULANCE	AH PHONE SERVICE JAN 2023
3840	2/28/2023	195.00	TRAVIS CROSS GUEST HOUSE	NWR FOLIO 43782
3841	2/28/2023	250.00	MTN RETREAT SECURE TRANSPORT	INV 200691
3841	2/28/2023	531.25	MTN RETREAT SECURE TRANSPORT	INV 200635
ACH	2/1/2023	139.49	CARDMEMBER SERVICE	UMPQUA 11.2022
ACH	2/1/2023	<u>(139.49)</u>	CARDMEMBER SERVICE	UMPQUA 11.2022
Report Total		<u>179,519.46</u>		

Tillamook County Transportation District

Check/Voucher Register
 1011 - Prop. Mgmt. Checking #7071
 From 2/1/2023 Through 2/28/2023

<u>Docume... Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
4542	2/3/2023	371.23	TILLAMOOK CITY UTILITIES	ADMIN BLDG WATER SERVICE JAN 2023
4543	2/3/2023	1,537.50	CHRISSY'S CLEANING SERVICE	JANITORIAL SERVICE JAN 2023
4544	2/9/2023	175.85	CITY SANITARY SERVICE	TRASH/RECYCLING SERVICE JAN 2023
4545	2/16/2023	546.12	Marie Mills Center, Inc	JAN 2023 JANITORIAL SERVICES ADMIN
4545	2/16/2023	1,279.21	Marie Mills Center, Inc	JAN 2023 JANITORIAL SERVICES TVC
4546	2/28/2023	1,725.00	CHRISSY'S CLEANING SERVICE	JANITORIAL SERVICES & WINDOW WASH FEB 2023
4547	2/28/2023	2,529.39	Tillamook PUD	ADMIN BLDG ELECTRIC & LOAN 1/12-2/12/23
Report Total		<u>8,164.30</u>		

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Resources						
Working Capital						
3500	0.00	3,750.00	0.00	2,971,835.00	(2,971,835.00)	0.00%
Fares						
4000	35,749.50	22,916.67	170,620.20	200,000.00	(29,379.80)	85.31%
Contract Revenue						
4020	30,394.37	79,583.33	390,640.39	955,000.00	(564,359.61)	40.90%
NWR Revenue						
4026	0.00	0.00	20,607.87	0.00	20,607.87	0.00%
Property Tax						
4100	6,401.04	89,510.33	1,054,113.01	1,074,124.00	(20,010.99)	98.13%
Past Years Property Tax						
4110	1,275.07	2,916.67	22,575.86	25,000.00	(2,424.14)	90.30%
State Timber Revenue						
4120	34,400.52	25,000.00	137,399.60	325,000.00	(187,600.40)	42.27%
Mass Transit State Payroll Tax						
4130	0.00	7,083.33	96,254.24	85,000.00	11,254.24	113.24%
STIF Formula						
4135	0.00	0.00	133,589.00	371,262.00	(237,673.00)	35.98%
Capital Grants						
4210	0.00	73,691.08	0.00	884,293.00	(884,293.00)	0.00%
Grants - FTA 5311						
4220	0.00	87,752.92	0.00	1,053,035.00	(1,053,035.00)	0.00%
Grants - COVID						
4221	0.00	0.00	0.00	690,000.00	(690,000.00)	0.00%
Grants - STF						
4230	0.00	16,925.00	50,775.00	67,700.00	(16,925.00)	75.00%
Grants - 5311 (f)						
4240	0.00	36,750.00	0.00	441,000.00	(441,000.00)	0.00%
Grants - 5310						
4245	0.00	12,619.08	0.00	151,429.00	(151,429.00)	0.00%
Grants - 5305						
4246	0.00	2,953.17	0.00	35,438.00	(35,438.00)	0.00%
Special Bus Operations						
4300	0.00	83.33	846.50	1,000.00	(153.50)	84.65%
Miscellaneous Income						
4400	0.00	7,083.33	3,930.97	85,000.00	(81,069.03)	4.62%
Sale of Assets - Income						
4410	2,000.00	0.00	2,390.00	10,000.00	(7,610.00)	23.90%
Interest Income						
4510	8,832.94	958.34	47,274.57	11,500.00	35,774.57	411.08%
Lease Income						
4900	1,600.00	2,000.00	13,200.00	24,000.00	(10,800.00)	55.00%
Lease Operational Exp Income						
4910	0.00	1,250.00	978.29	15,000.00	(14,021.71)	6.52%
Transfer From General Fund						
4911	0.00	0.00	0.00	39,000.00	(39,000.00)	0.00%
Transfer from STF Fund						
4916	0.00	0.00	0.00	50,039.00	(50,039.00)	0.00%

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Transfer from NWOA	4917 0.00	0.00	0.00	3,000.00	(3,000.00)	0.00%
Transfer from STIF Fund	4918 0.00	0.00	0.00	700,000.00	(700,000.00)	0.00%
Total Resources	<u>120,653.44</u>	<u>472,826.58</u>	<u>2,145,195.50</u>	<u>10,268,655.00</u>	<u>(8,123,459.50)</u>	<u>20.89%</u>
Expenses						
Personnel Services						
Payroll: Administration	5010 39,001.12	40,833.33	242,037.19	490,000.00	247,962.81	49.39%
Payroll: Dispatch	5020 7,178.94	12,615.08	71,644.65	175,000.00	103,355.35	40.93%
Payroll: Drivers	5030 88,703.73	137,500.00	831,941.14	1,650,000.00	818,058.86	50.42%
Payroll: Maintenance	5040 9,809.08	12,833.33	73,564.66	154,000.00	80,435.34	47.76%
Payroll Expense	5050 12,833.71	16,250.00	111,678.72	195,000.00	83,321.28	57.27%
Payroll Healthcare	5051 30,809.05	44,833.33	290,861.84	538,000.00	247,138.16	54.06%
Payroll Retirement	5052 5,194.26	8,125.00	41,218.11	97,500.00	56,281.89	42.27%
Payroll Veba	5053 2,942.58	4,041.67	24,127.12	48,500.00	24,372.88	49.74%
Workers Compensation Ins.	5055 0.00	3,750.00	18,980.83	47,000.00	28,019.17	40.38%
Total Personnel Services	<u>196,472.47</u>	<u>280,781.74</u>	<u>1,706,054.26</u>	<u>3,395,000.00</u>	<u>1,688,945.74</u>	<u>50.25%</u>
Materials and Services						
Miscellaneous Expense	5060 0.00	0.00	242.30	0.00	(242.30)	0.00%
Professional Services	5100 6,789.30	8,333.33	110,017.77	100,000.00	(10,017.77)	110.01%
Planning	5103 0.00	0.00	0.00	100,000.00	100,000.00	0.00%
Dues & Subscriptions	5120 0.00	1,000.00	6,325.00	12,000.00	5,675.00	52.70%
Office Equipment R&R	5140 0.00	333.33	912.15	4,000.00	3,087.85	22.80%
Computer R&M	5145 1,707.25	4,125.00	19,386.45	49,500.00	30,113.55	39.16%
Fees & Licenses	5150 2.05	2,500.00	13,730.96	30,000.00	16,269.04	45.76%
Insurance	5160 131,767.00	12,916.66	137,935.28	155,000.00	17,064.72	88.99%

Date: 4/5/23 04:09:29 PM MONTHLY BOD Report w/YTD Budget & Variance-1to7,10



Tillamook County Transportation District

Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Office Expense	5170 1,153.26	1,250.00	9,489.06	15,000.00	5,510.94	63.26%
Board Expense	5175 4,046.47	1,083.33	15,087.82	13,000.00	(2,087.82)	116.06%
Operational Expense	5180 9,282.72	6,041.67	40,666.43	72,500.00	31,833.57	56.09%
Drug & Alcohol Administration	5185 0.00	208.33	155.00	2,500.00	2,345.00	6.20%
Marketing	5190 318.67	5,833.33	25,151.87	70,000.00	44,848.13	35.93%
NWOTA Expense	5195 0.00	0.00	330.96	0.00	(330.96)	0.00%
Telephone Expense	5210 1,286.69	1,875.00	9,379.08	22,500.00	13,120.92	41.68%
Travel & Training	5220 0.00	3,916.67	14,179.73	47,000.00	32,820.27	30.16%
Uniforms	5230 133.49	0.00	1,169.22	0.00	(1,169.22)	0.00%
Vehicle Expense	5240 20,698.37	10,416.67	129,897.82	125,000.00	(4,897.82)	103.91%
Diesel & Gasoline Fuel	5245 26,300.37	33,333.33	258,241.01	400,000.00	141,758.99	64.56%
Propane Fuel	5247 0.00	0.00	6,861.37	30,000.00	23,138.63	22.87%
Postage	5260 134.94	166.67	910.57	2,000.00	1,089.43	45.52%
Purchased Transportation	5265 0.00	0.00	(54.99)	0.00	54.99	0.00%
Member Mileage Reimbursement	5266 0.00	0.00	13,054.99	0.00	(13,054.99)	0.00%
Mgmt/Labor Recreation Fund	5270 0.00	275.67	1,323.01	3,308.00	1,984.99	39.99%
Office Rent	5281 0.00	0.00	3,225.00	0.00	(3,225.00)	0.00%
Transit Center Maint	5285 1,804.02	2,083.33	15,792.55	25,000.00	9,207.45	63.17%
COVID Expense	5291 2,005.00	57,500.00	5,395.70	690,000.00	684,604.30	0.78%
Property Operating Expense	5300 2,347.34	2,125.00	15,058.23	26,000.00	10,941.77	57.91%
Property Maint. & Repair	5340 2,120.36	2,500.00	24,439.95	30,000.00	5,560.05	81.46%
Operations Facility Maint.	5346 74.10	333.33	3,719.12	4,000.00	280.88	92.97%
Total Materials and Services	211,971.40	158,150.65	882,023.41	2,028,308.00	1,146,284.59	43.49%
Special Payments						
STF Payments to Recipients	5200 0.00	0.00	13,245.39	17,661.00	4,415.61	74.99%

Date: 4/5/23 04:09:29 PM

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Page: 3

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
STIF Payments to Recipients	0.00	0.00	4,500.00	6,000.00	1,500.00	75.00%
Total Special Payments	0.00	0.00	17,745.39	23,661.00	5,915.61	75.00%
Transfers						
Transfer to Property Mgmt	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
Transfer to General Fund	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
Transfer to Vehicle Reserve	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Transfer to NWOTA Fund	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
Reserve for Future Expenditure	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
Unappropriated Ending Fund Bal	0.00	0.00	0.00	591,097.00	591,097.00	0.00%
Total Transfers	0.00	0.00	0.00	3,364,894.00	3,364,894.00	0.00%
Capital Outlay						
Debt Service						
PUD Loan Expense	414.69	0.00	4,445.06	0.00	(4,445.06)	0.00%
OTIB TVC Loan 0071	0.00	541.67	5,479.32	6,500.00	1,020.68	84.29%
OTIB Loan 0061	0.00	0.00	13,155.22	32,000.00	18,844.78	41.11%
Total Debt Service	414.69	541.67	23,079.60	38,500.00	15,420.40	59.95%
Capital Purchases						
Building Repair & Renovation	0.00	0.00	3,180.00	25,000.00	21,820.00	12.72%
Bus Replacement/Addition	1,132.49	70,833.33	3,114.83	850,000.00	846,885.17	0.36%
Van Replacement/Addition	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
Computer Upgrade	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
Fuel Cell Triangulation Point	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
Video & Security Equip Upgrade	0.00	0.00	708.75	0.00	(708.75)	0.00%
Bus Stop Signage/Shelters	0.00	10,416.67	90.59	125,000.00	124,909.41	0.07%
Other Capital Projects	0.00	2,560.67	19,923.34	307,292.00	287,368.66	6.48%

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Date: 4/5/23 04:09:29 PM

Page: 4

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Total Capital Purchases	1,132.49	115,607.67	27,017.51	1,418,292.00	1,391,274.49	1.90%
Total Capital Outlay	1,547.18	116,149.34	50,097.11	1,456,792.00	1,406,694.89	3.44%
Total Expenses	409,991.05	555,081.73	2,655,920.17	10,268,655.00	7,612,734.83	25.86%

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Resources						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	415,187.90	358,333.33	3,172,794.55	4,300,000.00	(1,127,205.45)	73.78%
Total Resources	<u>415,187.90</u>	<u>358,333.33</u>	<u>3,172,794.55</u>	<u>4,775,000.00</u>	<u>(1,602,205.45)</u>	<u>66.45%</u>
Expenses						
Personnel Services						
Payroll: Administration	17,723.22	31,500.00	234,088.90	378,000.00	143,911.10	61.92%
Payroll: Indirect	1,271.10	833.33	13,433.65	15,000.00	1,566.35	89.55%
Payroll Expense	2,170.66	2,500.00	21,876.07	30,000.00	8,123.93	72.92%
Payroll Healthcare	5,320.27	10,416.67	57,176.42	125,000.00	67,823.58	45.74%
Payroll Retirement	665.34	1,666.67	10,067.38	20,000.00	9,932.62	50.33%
Payroll Veba	585.70	1,137.50	6,187.28	13,650.00	7,462.72	45.32%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
Total Personnel Services	<u>27,736.29</u>	<u>48,054.17</u>	<u>343,329.70</u>	<u>582,150.00</u>	<u>238,820.30</u>	<u>58.98%</u>
Materials and Services						
Miscellaneous Expense	0.00	0.00	0.09	0.00	(0.09)	0.00%
Professional Services	0.00	833.33	840.00	10,000.00	9,160.00	8.40%
Office Equipment R&R	0.00	208.33	912.15	2,500.00	1,587.85	36.48%
Computer R&M	2,166.42	1,250.00	14,775.78	15,000.00	224.22	98.50%
Fees & Licenses	0.00	10,962.50	26,539.97	131,550.00	105,010.03	20.17%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	386.82	416.67	3,279.94	5,000.00	1,720.06	65.59%
Operational Expense	284.25	125.00	1,511.98	1,500.00	(11.98)	100.79%
Telephone Expense	2,340.87	1,666.67	15,484.25	20,000.00	4,515.75	77.42%

NWR Monthly BOD w/YTD Budget & Variance-09

Page: 1

Date: 4/5/23 03:48:51 PM

Tillamook County Transportation District
Financial Statement

From 2/1/2023 Through 2/28/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	67%
Travel & Training	5220 0.00	125.00	398.55	1,500.00	1,101.45	26.57%
Postage	5260 0.00	83.33	29.85	1,000.00	970.15	2.98%
Purchased Transportation	5265 241,735.65	267,500.00	2,333,839.19	3,210,000.00	876,160.81	72.70%
Member Mileage Reimbursement	5266 10,000.00	12,833.33	95,195.00	154,000.00	58,805.00	61.81%
Volunteer Mileage Reimburse	5267 27,038.10	22,916.67	219,343.66	275,000.00	55,656.34	79.76%
Office Rent	5281 0.00	400.00	400.00	4,800.00	4,400.00	8.33%
COVID Expense	5291 0.00	0.00	1,754.23	0.00	(1,754.23)	0.00%
Property Operating Expense	5300 0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services	283,952.11	319,570.83	2,714,575.42	3,842,850.00	1,128,274.58	70.64%
Transfers						
Reserve for Future Expenditure	9175 0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Transfers	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Expenses	311,688.40	367,625.00	3,057,905.12	4,775,000.00	1,717,094.88	64.04%



UMPQUA BANK

February 2023 Statement

Open Date: 01/25/2023 Closing Date: 02/23/2023



Visa® Company Card with Rewards
TILLAMOOK CNTY TRANS (CPN [REDACTED])

Account: [REDACTED]

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

New Balance	\$3,177.15
Minimum Payment Due	\$32.00
Payment Due Date	03/22/2023

Reward Points	
Earned This Statement	3,384
Reward Center Balance	103,049
as of 02/22/2023	
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+	\$7,441.53
Payments	-	\$7,441.53CR
Other Credits		\$0.00
Purchases	+	\$3,177.15
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$3,177.15
Past Due		\$0.00
Minimum Payment Due		\$32.00
Credit Line		\$10,000.00
Available Credit		\$6,822.85
Days in Billing Period		30

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



UMPQUA BANK



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

- to pay by phone
- to change your address

000038214 01 SP 000638429829333 P Y

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

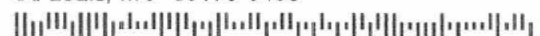


Account Number	[REDACTED]
Payment Due Date	3/22/2023
New Balance	\$3,177.15
Minimum Payment Due	\$32.00

Amount Enclosed \$ _____

Cardmember Service

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




Visa Business Rewards Company Card

Rewards Center Activity as of 02/22/2023	
Rewards Center Activity*	0
Rewards Center Balance	103,049

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	2,971	5,274
Gas, Restaurants & Telecom Double Points	413	882
Total Earned	3,384	6,156

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.

Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/25	01/25	7338	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
01/31	01/31	2757	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
01/31	01/31	6628	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/01	02/01	6795	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/02	02/02	5351	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/02	02/02	8256	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/03	02/02	2529	ENDICIA 800-576-3279 TX	\$9.95	_____
02/06	02/06	1929	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/06	02/06	2521	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/06	02/04	0654	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$29.99	_____
02/14	02/14	6883	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/21	02/18	4338	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
02/22	02/21	9156	IRON MOUNTAIN 800-934-3453 MA	\$153.95	_____
02/23	02/22	6295	ADOBE *CREATIVE CLOUD 408-536-6000 CA	\$84.99	_____
Total for Account [REDACTED]				\$403.88	

Transactions REED, MICHAEL Credit Limit \$3500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
02/07	02/06	0116	TORA SUSHI LOUNGE TILL TILLAMOOK OR	\$70.56	_____
02/09	02/07	9508	TST* Mos Seafood & Cho Lincoln City OR	\$36.78	_____
Total for Account [REDACTED]				\$107.34	

Transactions ZUERCHER, NATALIE Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
01/30	01/29	3788	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$40.00	_____
01/30	01/27	9978	USPS STAMPS ENDICIA 888-434-0055 DC	\$50.00	_____
01/30	01/27	2332	JOBPOST* SALEM-OR-STAT WWW.RECRUITOL CA	\$449.00	_____
01/31	01/31	3623	ONLINE JOB ADS INDEED 512-4595300 TX	\$520.00	_____
02/01	01/31	0648	VISTAPRINT 866-207-4955 MA	\$83.99	_____
02/01	02/01	9076	AMZN Mktg US*7U44T4CZ3 Amzn.com/bill WA	\$119.72	_____
02/01	02/01	5948	AMZN Mktg US*AQ78Z9D73 Amzn.com/bill WA	\$8.25	_____
02/01	02/01	5122	AMZN Mktg US*UA3M61P33 Amzn.com/bill WA	\$13.44	_____
02/02	02/01	8213	AMZN Mktg US*D38511TA3 Amzn.com/bill WA	\$21.98	_____
02/02	02/01	3522	ONLINE JOB ADS INDEED 512-4595300 TX	\$415.00	_____
02/06	02/03	2761	SP WERNER MEAT SNACK 503-8427577 OR	\$22.62	_____
02/07	02/06	7624	ONLINE JOB ADS INDEED 512-4595300 TX	\$581.00	_____
02/09	02/08	4345	AMZN Mktg US*HE9537FR0 Amzn.com/bill WA	\$42.18	_____
02/09	02/09	7311	AMZN Mktg US*SV6QH3AC3 Amzn.com/bill WA	\$44.99	_____
02/10	02/09	9547	AMZN Mktg US*7V9SC5PL3 Amzn.com/bill WA	\$49.00	_____
02/10	02/10	7163	AMZN Mktg US*HE8E30TB0 Amzn.com/bill WA	\$13.49	_____
02/10	02/10	1446	AMAZON.COM*H98I31VV2 A AMZN.COM/BILL WA	\$42.05	_____
02/13	02/10	2082	USPS STAMPS ENDICIA 888-434-0055 DC	\$50.00	_____
02/16	02/15	5047	ENDICIA 800-576-3279 TX	\$24.99	_____
02/17	02/16	5721	Amazon Prime*HP64W9J10 Amzn.com/bill WA	\$14.99	_____
02/21	02/18	3630	TIL*RZ WERNER BEEF&BRE TILLAMOOK OR	\$59.24	_____
Total for Account [REDACTED]				\$2,665.93	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
01/26	01/26		PAYMENT THANK YOU	\$4,778.35CR	_____
02/17	02/17	9	PAYMENT THANK YOU	\$576.14CR	_____


Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/17	02/17	9	PAYMENT THANK YOU	\$2,087.04 _{CR}	_____
Total for Account [REDACTED]				\$7,441.53 _{CR}	

2023 Totals Year-to-Date

Total Fees Charged in 2023	\$39.00
Total Interest Charged in 2023	\$86.75

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	16.74%	
**PURCHASES	\$3,177.15	\$0.00	YES	\$0.00	16.74%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.49%	

Contact Us


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

UMPQUA BANK: CLOSING DATE 2/23/2023			
Date	Vendor	Description of Transaction	Amount
CATHY BOND			
01/25/23	Fieldprint Inc	TCTD Background	\$12.50
01/31/23	Fieldprint Inc	TCTD Background	\$12.50
01/31/23	Fieldprint Inc	TCTD Background	\$12.50
02/01/23	Fieldprint Inc	TCTD Background	\$12.50
02/02/23	Fieldprint Inc	TCTD Background	\$12.50
02/02/23	Fieldprint Inc	TCTD Background	\$12.50
02/03/23	Endicia	Postage	\$9.95
02/06/23	Fieldprint Inc	TCTD Background	\$12.50
02/06/23	Fieldprint Inc	TCTD Background	\$12.50
02/06/23	Adobe	Computer	\$29.99
02/14/23	Fieldprint Inc	TCTD Background	\$12.50
02/21/23	Fieldprint Inc	TCTD Background	\$12.50
02/22/23	Iron Mountain	Office Shred	\$153.95
02/23/23	Adobe	Computer	\$84.99
			\$403.88
MIKE REED			
2/87/23	Tora Sushi	Employee Welfare	\$70.56
02/09/23	Mo's Seafood	Employee Welfare	\$36.78
			\$107.34
NATALIE ZUERCHER			
01/30/23	Zoom	Computer	\$40.00
01/30/23	USPS Stamps	Postage	\$50.00
01/30/23	Job Post	Recruitment	\$449.00
01/31/23	Indeed	Recruitment	\$520.00
02/01/23	Vistaprint	Office	\$83.99
02/01/23	Amazon	Shop	\$119.72
02/01/23	Amazon	Marketing	\$8.25
02/01/23	Amazon	Marketing	\$13.44
02/02/23	Amazon	Marketing	\$21.98
02/02/23	Indeed	Recruitment	\$415.00
02/06/23	Werners	Employee Appreciation	\$22.62
02/07/23	Indeed	Recruitment	\$581.00
02/09/23	Amazon	Shop/Office	\$42.18
02/09/23	Amazon	Shop	\$44.99
02/10/23	Amazon	Office	\$49.00
02/10/23	Amazon	Shop	\$13.49
02/10/23	Amazon	Shop	\$42.05
02/13/23	USPS Stamps	Postage	\$50.00
02/16/23	Endicia	Computer	\$24.99
02/17/23	Amazon	Computer	\$14.99
02/21/23	Werners	NWOTA Meal	\$59.24
			\$2,665.93
Charges total			\$3,177.15
Late Fees & Intrest			
Grand Total Due			\$3,177.15

APPROVAL

DATE

FRED MEYER CARD CHARGES - 1/30-2/28/2023

Date	Description of Transaction	Amount
	CARD #3 - NATALIE ZUERCHER, ADMIN ASSISTANT	
02/03/23	Office Supplies/GM Introduction Lunch	\$ 117.00
02/16/23	NWOTA Meeting	\$ 120.18
02/16/23	Board Meeting Dinner	\$ 49.52
		\$ 286.70
	CARD #4 - CATHY BOND, FINANCE SUPERVISOR	
	CARD # 5 - MARK STRICKER, OPERATIONS COORDINATOR	
2/2/2023	Operations Supplies	\$ 209.26
2/3/2023	Operations Supplies	\$ 50.95
		\$ 260.21
	CARD #6 STEVEN FERRERA, MECHANIC	
02/27/23	Operational supplies	\$ 138.99
		\$ 138.99
	Grand Total	\$ 685.90
DATE	APPROVAL	

Tillamook County Transportation District

Normal Trial Balance

From 3/1/2023 Through 3/31/2023

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account #4558	379,427.00	
1006	Payroll Checking #5614	61,198.60	
1009	NW RIDES ACCOUNT #8510	521,738.04	
1011	Prop. Mgmt. Checking #7071	20,539.02	
1020	LGIP - General Account	446,685.48	
1030	LGIP - Capital Reserve	2,242,640.80	
1040	Petty Cash	200.00	
	Report Total	3,672,428.94	0.00
	Report Difference	3,672,428.94	

Tillamook County Transportation District

Financial Statement

From 3/1/2023 Through 3/31/2023

Resources	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
3500 Working Capital	(4,275.34)	3,750.00	(4,275.34)	2,971,835.00	(2,976,110.34)	(0.14)%
4000 Fares	15,702.20	22,916.67	186,322.40	200,000.00	(13,677.60)	93.16%
4020 Contract Revenue	0.00	79,583.33	604,744.84	955,000.00	(350,255.16)	63.32%
4026 NWR Revenue	0.00	0.00	20,607.87	0.00	20,607.87	0.00%
4100 Property Tax	36,162.87	89,510.33	1,090,275.88	1,074,124.00	16,151.88	101.50%
4110 Past Years Property Tax	1,392.82	2,916.67	23,968.68	25,000.00	(1,031.32)	95.87%
4120 State Timber Revenue	0.00	25,000.00	137,399.60	325,000.00	(187,600.40)	42.27%
4130 Mass Transit State Payroll Tax	0.00	7,083.33	96,254.24	85,000.00	11,254.24	113.24%
4135 STF Formula	0.00	0.00	133,589.00	371,262.00	(237,673.00)	35.98%
4210 Capital Grants	0.00	73,691.08	0.00	884,293.00	(884,293.00)	0.00%
4220 Grants - FTA 5311	126,378.00	87,752.92	252,756.00	1,053,035.00	(800,279.00)	24.00%
4221 Grants - COVID	0.00	0.00	0.00	690,000.00	(690,000.00)	0.00%
4230 Grants - STF	0.00	0.00	50,775.00	67,700.00	(16,925.00)	75.00%
4240 Grants - 5311 (f)	0.00	36,750.00	0.00	441,000.00	(441,000.00)	0.00%
4245 Grants - 5310	0.00	12,619.08	0.00	151,429.00	(151,429.00)	0.00%
4246 Grants - 5305	0.00	2,953.17	0.00	35,438.00	(35,438.00)	0.00%
4300 Special Bus Operations	0.00	83.33	846.50	1,000.00	(153.50)	84.65%
4400 Miscellaneous Income	40.13	7,083.33	3,971.10	85,000.00	(81,028.90)	4.67%
4410 Sale of Assets - Income	0.00	0.00	2,390.00	10,000.00	(7,610.00)	23.90%
4510 Interest Income	8,874.12	958.34	56,148.69	11,500.00	44,648.69	488.24%
4900 Lease Income	1,600.00	2,000.00	14,800.00	24,000.00	(9,200.00)	61.66%
4910 Lease Operational Exp Income	0.00	1,250.00	978.29	15,000.00	(14,021.71)	6.52%
4911 Transfer From General Fund	0.00	0.00	0.00	39,000.00	(39,000.00)	0.00%
4916 Transfer from STF Fund	0.00	0.00	0.00	50,039.00	(50,039.00)	0.00%

MONTHLY BOD Report w/YTD Budget & Variance-Ito7.10

Date: 4/14/23 02:53:18 PM

Page: 1

Tillamook County Transportation District
Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
4917	0.00	0.00	0.00	3,000.00	(3,000.00)	0.00%
4918	0.00	0.00	0.00	700,000.00	(700,000.00)	0.00%
Total Resources	<u>185,874.80</u>	<u>455,901.58</u>	<u>2,671,552.75</u>	<u>10,268,655.00</u>	<u>(7,597,102.25)</u>	<u>26.02%</u>
Expenses						
Personnel Services						
5010	41,391.16	40,833.33	283,428.35	490,000.00	206,571.65	57.84%
5020	7,274.77	12,615.08	78,919.42	175,000.00	96,080.58	45.09%
5030	89,010.97	137,500.00	920,952.11	1,650,000.00	729,047.89	55.81%
5040	9,551.01	12,833.33	83,115.67	154,000.00	70,884.33	53.97%
5050	13,140.75	16,250.00	124,819.47	195,000.00	70,180.53	64.00%
5051	43,259.52	44,833.33	334,121.36	538,000.00	203,878.64	62.10%
5052	5,079.27	8,125.00	46,297.38	97,500.00	51,202.62	47.48%
5053	3,138.20	4,041.67	27,265.32	48,500.00	21,234.68	56.21%
5055	0.00	3,750.00	18,980.83	47,000.00	28,019.17	40.38%
Workers Compensation Ins.						
Total Personnel Services	<u>211,845.65</u>	<u>280,781.74</u>	<u>1,917,899.91</u>	<u>3,395,000.00</u>	<u>1,477,100.09</u>	<u>56.49%</u>
Materials and Services						
5060	0.00	0.00	242.30	0.00	(242.30)	0.00%
5100	7,345.57	8,333.33	117,363.34	100,000.00	(17,363.34)	117.36%
5103	0.00	0.00	0.00	100,000.00	100,000.00	0.00%
5120	2,515.00	1,000.00	8,840.00	12,000.00	3,160.00	73.66%
5140	225.22	333.33	1,137.37	4,000.00	2,862.63	28.43%
5145	2,012.28	4,125.00	21,398.73	49,500.00	28,101.27	43.22%
5150	0.10	2,500.00	13,731.06	30,000.00	16,268.94	45.77%
5160	(10,118.50)	12,916.66	127,816.78	155,000.00	27,183.22	82.46%

Date: 4/14/23 02:53:18 PM MONTHLY BOD Report w/YTD Budget & Variance- Ito7.10

Tillamook County Transportation District
Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
5170 Office Expense	3,379.85	1,250.00	12,868.91	15,000.00	2,131.09	85.79%
5175 Board Expense	1,823.70	1,083.33	16,911.52	13,000.00	(3,911.52)	130.08%
5180 Operational Expense	6,168.77	6,041.67	46,835.20	72,500.00	25,664.80	64.60%
5185 Drug & Alcohol Administration	0.00	208.33	155.00	2,500.00	2,345.00	6.20%
5190 Marketing	451.00	5,833.33	25,602.87	70,000.00	44,397.13	36.57%
5195 NWOTA Expense	0.00	0.00	330.96	0.00	(330.96)	0.00%
5210 Telephone Expense	2,319.11	1,875.00	11,698.19	22,500.00	10,801.81	51.99%
5220 Travel & Training	361.90	3,916.67	14,541.63	47,000.00	32,458.37	30.93%
5230 Uniforms	180.49	0.00	1,349.71	0.00	(1,349.71)	0.00%
5240 Vehicle Expense	14,757.74	10,416.67	144,655.56	125,000.00	(19,655.56)	115.72%
5245 Diesel & Gasoline Fuel	15,389.63	33,333.33	273,630.64	400,000.00	126,369.36	68.40%
5247 Propane Fuel	0.00	0.00	6,861.37	30,000.00	23,138.63	22.87%
5260 Postage	124.99	166.67	1,035.56	2,000.00	964.44	51.77%
5265 Purchased Transportation	0.00	0.00	(54.99)	0.00	54.99	0.00%
5266 Member Mileage Reimbursement	0.00	0.00	13,054.99	0.00	(13,054.99)	0.00%
5270 Mgmt/Labor Recreation Fund	0.00	275.67	1,323.01	3,308.00	1,984.99	39.99%
5281 Office Rent	0.00	0.00	3,225.00	0.00	(3,225.00)	0.00%
5285 Transit Center Maint	1,488.38	2,083.33	17,280.93	25,000.00	7,719.07	69.12%
5291 COVID Expense	409.50	57,500.00	5,805.20	690,000.00	684,194.80	0.84%
5300 Property Operating Expense	3,033.08	2,125.00	18,091.31	26,000.00	7,908.69	69.58%
5340 Property Maint. & Repair	3,714.65	2,500.00	28,154.60	30,000.00	1,845.40	93.84%
5346 Operations Facility Maint.	0.00	333.33	3,719.12	4,000.00	280.88	92.97%
Total Materials and Services	55,582.46	158,150.65	937,605.87	2,028,308.00	1,090,702.13	46.23%
Special Payments						
5200 STF Payments to Recipients	0.00	5,500.00	13,245.39	17,661.00	4,415.61	74.99%

Tillamook County Transportation District

Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
STIF Payments to Recipients	0.00	0.00	4,500.00	6,000.00	1,500.00	75.00%
Total Special Payments	0.00	5,500.00	17,745.39	23,661.00	5,915.61	75.00%
Transfers						
Transfer to Property Mgmt	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
Transfer to General Fund	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
Transfer to Vehicle Reserve	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Transfer to NWOTA Fund	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
Reserve for Future Expenditure	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
Unappropriated Ending Fund Bal	0.00	0.00	0.00	591,097.00	591,097.00	0.00%
Total Transfers	0.00	0.00	0.00	3,364,894.00	3,364,894.00	0.00%
Capital Outlay						
Debt Service						
PUD Loan Expense	414.69	0.00	4,859.75	0.00	(4,859.75)	0.00%
OTIB TVC Loan 0071	0.00	541.67	5,479.32	6,500.00	1,020.68	84.29%
OTIB Loan 0061	13,155.22	0.00	26,310.44	32,000.00	5,689.56	82.22%
Total Debt Service	13,569.91	541.67	36,649.51	38,500.00	1,850.49	95.19%
Capital Purchases						
Building Repair & Renovation	1,990.00	0.00	5,170.00	25,000.00	19,830.00	20.68%
Bus Replacement/Addition	0.00	70,833.33	3,114.83	850,000.00	846,885.17	0.36%
Van Replacement/Addition	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
Computer Upgrade	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
Fuel Cell Triangulation Point	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
Video & Security Equip Upgrade	0.00	0.00	708.75	0.00	(708.75)	0.00%
Bus Stop Signage/Shelters	0.00	10,416.67	90.59	125,000.00	124,909.41	0.07%
Other Capital Projects	632.50	25,607.67	20,555.84	307,292.00	286,736.16	6.68%

MONTHLY BOD Report w/YTD Budget & Variance- Ito7.10

Date: 4/14/23 02:53:18 PM

Tillamook County Transportation District
Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
Total Capital Purchases	<u>2,622.50</u>	<u>115,607.67</u>	<u>29,640.01</u>	<u>1,418,292.00</u>	<u>1,388,651.99</u>	<u>2.09%</u>
Total Capital Outlay	<u>16,192.41</u>	<u>116,149.34</u>	<u>66,289.52</u>	<u>1,456,792.00</u>	<u>1,390,502.48</u>	<u>4.55%</u>
Total Expenses	<u>283,620.52</u>	<u>560,581.73</u>	<u>2,939,540.69</u>	<u>10,268,655.00</u>	<u>7,329,114.31</u>	<u>28.63%</u>

Tillamook County Transportation District

Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
Resources						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	417,283.22	358,333.33	3,590,077.77	4,300,000.00	(709,922.23)	83.49%
Total Resources	<u>417,283.22</u>	<u>358,333.33</u>	<u>3,590,077.77</u>	<u>4,775,000.00</u>	<u>(1,184,922.23)</u>	<u>75.18%</u>
Expenses						
Personnel Services						
Payroll: Administration	20,155.95	31,500.00	254,244.85	378,000.00	123,755.15	67.26%
Payroll: Indirect	1,161.65	833.33	14,595.30	15,000.00	404.70	97.30%
Payroll Expense	2,407.00	2,500.00	24,283.07	30,000.00	5,716.93	80.94%
Payroll Healthcare	7,643.36	10,416.67	64,819.78	125,000.00	60,180.22	51.85%
Payroll Retirement	658.68	1,666.67	10,726.06	20,000.00	9,273.94	53.63%
Payroll Veba	585.70	1,137.50	6,772.98	13,650.00	6,877.02	49.61%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
Total Personnel Services	<u>32,612.34</u>	<u>48,054.17</u>	<u>375,942.04</u>	<u>582,150.00</u>	<u>206,207.96</u>	<u>64.58%</u>
Materials and Services						
Miscellaneous Expense	0.00	0.00	0.09	0.00	(0.09)	0.00%
Professional Services	0.00	833.33	840.00	10,000.00	9,160.00	8.40%
Office Equipment R&R	225.22	208.33	1,137.37	2,500.00	1,362.63	45.49%
Computer R&M	2,191.57	1,250.00	16,967.35	15,000.00	(1,967.35)	113.11%
Fees & Licenses	0.00	10,962.50	26,539.97	131,550.00	105,010.03	20.17%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	64.81	416.67	3,344.75	5,000.00	1,655.25	66.89%
Operational Expense	397.25	125.00	1,909.23	1,500.00	(409.23)	127.28%
Telephone Expense	5,620.03	1,666.67	21,104.28	20,000.00	(1,104.28)	105.52%

Tillamook County Transportation District
Financial Statement

From 3/1/2023 Through 3/31/2023

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	75%
5220 Travel & Training	0.00	125.00	398.55	1,500.00	1,101.45	26.57%
5260 Postage	9.95	83.33	39.80	1,000.00	960.20	3.98%
5265 Purchased Transportation	310,537.35	267,500.00	2,655,899.29	3,210,000.00	554,100.71	82.73%
5266 Member Mileage Reimbursement	30,000.00	12,833.33	125,195.00	154,000.00	28,805.00	81.29%
5267 Volunteer Mileage Reimburse	44,527.87	22,916.67	263,871.53	275,000.00	11,128.47	95.95%
5281 Office Rent	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
5291 COVID Expense	0.00	0.00	1,754.23	0.00	(1,754.23)	0.00%
5300 Property Operating Expense	0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services	393,574.05	319,570.83	3,119,672.22	3,842,850.00	723,177.78	81.18%
Transfers						
9175 Reserve for Future Expenditure	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Transfers	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Expenses	426,186.39	367,625.00	3,495,614.26	4,775,000.00	1,279,385.74	73.21%

Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 3/1/2023 Through 3/31/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17732	3/10/2023	125.00	ALL CLEAR AUDIO AND GLASS LLC	GLASS REPAIR
17733	3/10/2023	275.00	KDEP-FM/KTIL-FM/KTIL-AM	RADIO ADVERTISING
17734	3/10/2023	3.00	OR DEPT OF MOTOR VEHICLES	DMV REPORTS FEB 2023
17735	3/10/2023	966.88	ATU LOCAL #757	ATU DUES FEB 2023
17736	3/10/2023	4,106.54	DAVISON AUTO PARTS, INC.	ROA 1/25-2/24/2023
17737	3/10/2023	1,334.95	LES SCHWAB WAREHOUSE CENTER	ROA FEB 2023
17738	3/10/2023	877.66	FleetPride, Inc.	ROA FEB 2023
17739	3/10/2023	15,057.17	CARSON OIL CO INC	2/1-2/15/2023
17740	3/10/2023	40.00	CENTURYLINK	ACCT NO 313829497
17741	3/10/2023	219.95	J and C Tools, LLC	ROA TOOLS
17742	3/10/2023	99.98	PORTLAND GENERAL	ACCT NO 2198648598
17743	3/10/2023	392.95	VERIZON	TABLET CELL SERVICE 1/27-2/26/2023
17744	3/10/2023	59.95	VANIR BROADBAND, INC.	RADIO INTERNET APRIL 2023
17745	3/10/2023	159.29	COMCAST	70X PHONE/FAX SERVICE 2/28-3/27/23
17746	3/10/2023	3,005.41	CARDMEMBER SERVICE	ROA 1/25-2/23/2023
17746	3/10/2023	59.24	CARDMEMBER SERVICE	ROA 1/25-2/23/2023
17747	3/10/2023	18,000.00	TRILLIUM SOLUTIONS, INC.	ANNUAL WEBSITE RENEWAL FOR NWOTA PARTNERSHIP
17748	3/16/2023	1,039.64	WAVE	PHONE SERVICE MARCH 2023
17749	3/16/2023	146.77	ALSCO - Portland Linen	FEB 2023 MATT SERVICE
17750	3/16/2023	192.56	Advance Auto Parts	ROA #431215 FEB 2023
17751	3/16/2023	273.92	CINTAS	ROA FEB 2023
17752	3/16/2023	11,243.20	CARSON OIL CO INC	FUEL 2/16-2/28/2023
17753	3/16/2023	95.63	STEVEN FERRARA	MILEAGE REIMBURSEMENT
17754	3/16/2023	2,635.00	JORDAN RAMIS, PC	LEGAL SERVICES FEB 2023
17754	3/16/2023	949.50	JORDAN RAMIS, PC	LEGAL SERVICES GENERAL FEB 2023
17755	3/16/2023	4,275.34	INTERCLEAN EQUIPMENT, INC.	BMF WASH COMPUTER
17756	3/16/2023	229.59	O'REILLY AUTOMOTIVE STORES	ROA FEB 2023
17757	3/16/2023	175.00	PC-NEST. VALLEY CHAMBER OF COM	ANNUAL MEMBERSHIP DUES
17758	3/16/2023	1,075.00	NATHAN LEVIN	70X LEASE APRIL 2023
17759	3/16/2023	288.27	PREMIER TRUCK GROUP	ROA FEB 2023
17760	3/16/2023	11.78	ROGER SAUCEDO	REIMBURSEMENT
17761	3/16/2023	1,638.76	ULINE	OSHA SAFETY CABINET
17762	3/16/2023	350.94	TILLAMOOK FARMERS COOP	ROA FEB 2023
17763	3/23/2023	95.00	DANIELLE AMAYA	CDL MED CARD REIMBURSEMENT
17764	3/23/2023	510.00	ALL CLEAR AUDIO AND GLASS LLC	REPLACE WINDSHIELD BUS 30
17765	3/23/2023	131.98	ALSCO - Portland Linen	ALSCO MISSED INVOICES NOV 2022
17766	3/23/2023	50.00	MARY JOHNSON	BOD MEETING 3/16/23
17767	3/23/2023	50.00	JACKIE EDWARDS	BOD MEETING 3/16/2023
17768	3/23/2023	50.00	Gary A. Hanenkrat	BOD MEETING 3/16/2023
17769	3/23/2023	50.00	MARTY HOLM	BOD MEETING 3/16/2023
17770	3/23/2023	50.00	Linda Adler	BOD MEETING 3/16/2023
17771	3/23/2023	450.00	BRYAN P. FITZSIMMONS, CPA	1099 SERVICES FOR FY 2022
17772	3/23/2023	62.00	COUNTRY MEDIA	LEGAL NOTICES FEB 2023
17772	3/23/2023	721.50	COUNTRY MEDIA	ROA 2/1-2/28/2023
17773	3/23/2023	196.11	DONNA GREENWOOD	MED CARD AND MILEAGE REIMBURSEMENT
17774	3/23/2023	459.48	GenXsys Solutions, LLC	APRIL 2023 SERVER, STORAGE, VIRUS PLAN
17774	3/23/2023	2,142.90	GenXsys Solutions, LLC	APRIL 2023 MANAGED SERVICE PLAN
17775	3/23/2023	315.00	INNOVA LEGAL ADVISORS	FEB 2023 LEGAL SERVICES
17776	3/23/2023	200.00	Kiwanis Clubs of Tillamook	DOLLARS FOR SCHOLARS ADVERTISING
17777	3/23/2023	5,615.94	MOREL INK	TICKET STOCK
17778	3/23/2023	2,340.00	Oregon Transit Association	OTA DUES 22-23

Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 3/1/2023 Through 3/31/2023

<u>Docume... Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
17779	3/23/2023	3.55	TILLAMOOK DIESEL REPAIR	ROA
17780	3/23/2023	52,553.97	SPECIAL DISTRICTS INS. SERVICE	EMPLOYEE BENEFITS APRIL 2023
17781	3/23/2023	225.22	Pacific Office Automation	TCTD COPIER LEASE 3/1-3/31/2023
17781	3/23/2023	<u>132.58</u>	Pacific Office Automation	TCTD USAGE METER 2/18-3/18/2023
Report Total		<u>135,809.10</u>		

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking #5614

From 3/1/2023 Through 3/31/2023

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
5772	3/10/2023	585.70	HRA VEBA TRUST	HRA VEBA JAN 2023-NWR
5772	3/10/2023	268.98	HRA VEBA TRUST	HRA VEBA JAN 2023-ADMIN
5772	3/10/2023	2,371.60	HRA VEBA TRUST	HRA VEBA JAN 2023- OPERATIONS
5772	3/10/2023	302.00	HRA VEBA TRUST	HRA VEBA JAN 2023-MAINT
5773	3/10/2023	2,371.60	HRA VEBA TRUST	HRA VEBA FEB 2023- OPERATIONS
5773	3/10/2023	302.00	HRA VEBA TRUST	HRA VEBA FEB 2023-MAINT
5773	3/10/2023	585.70	HRA VEBA TRUST	HRA VEBA FEB 2023-NWR
5773	3/10/2023	268.98	HRA VEBA TRUST	HRA VEBA FEB 2023-ADMIN
5774	3/13/2023	132.40	Cristal Scott	PR CORRECTION MISSED HRS 3.1.2023
5775	3/16/2023	274.00	PACIFIC SOURCE	HSA TCTD MARCH 2023
5776	3/23/2023	903.20	ATU LOCAL #757	UNION DUES MARCH 2023
5777	3/23/2023	3,723.90	HRA VEBA TRUST	BENEFITS MARCH 2023
5778	3/23/2023	760.84	PACIFIC SOURCE	BENEFITS MARCH 2023
ACH 3.15.23	3/15/2023	635.72	AFLAC	ACH AFLAC MARCH 2023
Report Total		<u>13,486.62</u>		

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 3/1/2023 Through 3/31/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
3842	3/10/2023	2,483.55	AAA RIDE ASSIST	1/22-1/28/2023
3842	3/10/2023	911.00	AAA RIDE ASSIST	1/29-1/31/2023
3842	3/10/2023	1,628.10	AAA RIDE ASSIST	2/1-2/4/2023
3842	3/10/2023	2,151.90	AAA RIDE ASSIST	2/5-2/11/2023
3842	3/10/2023	2,543.70	AAA RIDE ASSIST	2/12-2/18/2023
3842	3/10/2023	2,369.60	AAA RIDE ASSIST	2/19-2/25/2023
3842	3/10/2023	652.60	AAA RIDE ASSIST	2/26-2/28/2023
3842	3/10/2023	1,360.65	AAA RIDE ASSIST	3/1-3/4/2023
3843	3/10/2023	10,233.75	COLUMBIA MEDICAL	1/22-1/31/2023
3843	3/10/2023	3,312.75	COLUMBIA MEDICAL	2/1-2/4/2023
3843	3/10/2023	8,122.50	COLUMBIA MEDICAL	2/5-2/11/2023
3843	3/10/2023	8,867.00	COLUMBIA MEDICAL	2/12-2/18/2023
3843	3/10/2023	4,429.25	COLUMBIA MEDICAL	2/19-2/25/2023
3843	3/10/2023	3,063.00	COLUMBIA MEDICAL	2/26-2/28/2023
3843	3/10/2023	6,311.50	COLUMBIA MEDICAL	3/1-3/4/2023
3844	3/10/2023	4,858.00	K & M MEDIVAN	1/22-1/31/2023
3844	3/10/2023	2,719.00	K & M MEDIVAN	2/1-2/4/2023
3844	3/10/2023	2,750.00	K & M MEDIVAN	2/5-2/11/2023
3844	3/10/2023	4,449.75	K & M MEDIVAN	2/12-2/18/2023
3844	3/10/2023	4,688.00	K & M MEDIVAN	2/19-2/28/2023
3845	3/10/2023	7,106.60	MEDIX AMBULANCE	1/1-1/7/2023
3845	3/10/2023	8,082.80	MEDIX AMBULANCE	1/8-1/14/2023
3845	3/10/2023	6,005.20	MEDIX AMBULANCE	1/18-1/21/2023
3845	3/10/2023	6,085.20	MEDIX AMBULANCE	1/22-1/28/2023
3845	3/10/2023	2,938.00	MEDIX AMBULANCE	1/29-1/31/2023
3846	3/10/2023	4,358.10	METRO WEST	2/1-2/28/2023
3847	3/10/2023	35,269.50	RYANS TRANSPORTATION SERVICE	1/22-1/31/2023
3847	3/10/2023	14,781.50	RYANS TRANSPORTATION SERVICE	2/1-2/4/2023
3847	3/10/2023	26,847.00	RYANS TRANSPORTATION SERVICE	2/5-2/11/2023
3847	3/10/2023	26,118.00	RYANS TRANSPORTATION SERVICE	2/12-2/18/2023
3847	3/10/2023	20,087.00	RYANS TRANSPORTATION SERVICE	2/19-2/25/2023
3847	3/10/2023	10,476.00	RYANS TRANSPORTATION SERVICE	2/26-2/28/2023
3847	3/10/2023	16,325.50	RYANS TRANSPORTATION SERVICE	3/1-3/4/2023
3848	3/10/2023	48,643.50	TILLAMOOK CNTY TRANS. DIST.	1/1-1/31/2023
3848	3/10/2023	27,032.25	TILLAMOOK CNTY TRANS. DIST.	2/1-2/28/2023
3849	3/10/2023	12,093.20	Ride Connection Bridge	1/21-1/31/2023
3849	3/10/2023	13,854.00	Ride Connection Bridge	2/1-2/10/2023
3849	3/10/2023	7,552.00	Ride Connection Bridge	2/11-2/17/2023
3849	3/10/2023	7,974.50	Ride Connection Bridge	2/18-2/28/2023
3850	3/10/2023	4,146.30	SEAN REKART	VOL MR 2/1-2/28/2023
3851	3/10/2023	1,043.47	LEANN CHUINARD	VOL MR 2/1-2/28/2023
3852	3/10/2023	2,716.71	KANDIS LIDAY	VOL MR 2/1-2/28/2023
3853	3/10/2023	954.44	JOY WINKELHAKE	VOL MR 2/1-2/28/2023
3854	3/10/2023	2,660.22	JOHN REKART JR	VOL MR 2/1-2/28/2023
3855	3/10/2023	2,328.88	JANNA SMITH	VOL MR 2/1-2/28/2023
3856	3/10/2023	3,188.08	WILLIAM NERENBERG	VOL MR 2/1-2/28/2023
3857	3/10/2023	56.80	CENTURYLINK	ACCT NO 313829497
3858	3/10/2023	112.50	CARDMEMBER SERVICE	ROA 1/25-2/23/2023
3859	3/16/2023	486.84	PACIFIC SOURCE	HSA NWR MARCH 2023
3860	3/16/2023	2,132.89	WAVE	PHONE SERVICE MARCH 2023

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 3/1/2023 Through 3/31/2023

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
3861	3/16/2023	5,815.75	COLUMBIA COUNTY RIDER	2/1-2/28/2023
3862	3/16/2023	9,035.50	COLUMBIA MEDICAL	3/5-3/11/2023
3863	3/16/2023	2,942.90	AAA RIDE ASSIST	3/5-3/11/2023
3864	3/16/2023	26,519.50	RYANS TRANSPORTATION SERVICE	3/5-3/11/2023
3865	3/16/2023	5,100.20	MEDIX AMBULANCE	2/1-2/4/2023
3866	3/23/2023	2,277.80	TANAGER ANDERSON	VOL MR 3/1-3/18/2023
3867	3/23/2023	27,902.00	RYANS TRANSPORTATION SERVICE	3/12-3/18/2023
3868	3/23/2023	9,823.50	COLUMBIA MEDICAL	3/12-3/18/2023
3869	3/23/2023	2,565.80	AAA RIDE ASSIST	3/12-3/18/2023
3870	3/23/2023	3,780.00	K & M MEDIVAN	3/12-3/18/2023
3870	3/23/2023	5,844.40	K & M MEDIVAN	3/1-3/11/2023
3871	3/23/2023	343.75	MTN RETREAT SECURE TRANSPORT	03/20/2023
3872	3/23/2023	17,347.10	Ride Connection Bridge	3/1-3/10/2023
3873	3/23/2023	875.00	GenXsys Solutions, LLC	APRIL 2023 NWR COMPUTER SUPPORT SERVICES
3873	3/23/2023	459.47	GenXsys Solutions, LLC	APRIL 2023 SERVER, STORAGE, VIRUS PLAN
3873	3/23/2023	857.10	GenXsys Solutions, LLC	APRIL 2023 MANAGED SERVICE PLAN
3874	3/23/2023	534.00	MEDIX AMBULANCE	NWR AH PHONE SERVICE FEB 2023
3874	3/23/2023	5,128.20	MEDIX AMBULANCE	2/6-2/11/2023
3874	3/23/2023	6,282.40	MEDIX AMBULANCE	2/12-2/18/2023
3874	3/23/2023	5,551.40	MEDIX AMBULANCE	2/19-2/25/2023
3874	3/23/2023	2,780.20	MEDIX AMBULANCE	2/26-2/28/2023
3875	3/23/2023	225.22	Pacific Office Automation	NWR COPIER LEASE 3/1-3/31/2023
3875	3/23/2023	64.81	Pacific Office Automation	NWR USAGE METER 2/18-3/18/2023
Report Total		541,418.58		

Tillamook County Transportation District

Check/Voucher Register

1011 - Prop. Mgmt. Checking #7071

From 3/1/2023 Through 3/31/2023

<u>Docume... Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
4548	3/10/2023	510.83	TILLAMOOK CITY UTILITIES	ACCT 001369-000 ADMIN
4549	3/10/2023	175.85	CITY SANITARY SERVICE	ROA FEB 2023
4550	3/16/2023	1,156.21	Marie Mills Center, Inc	JANITORIAL - TVC FEB 2023
4550	3/16/2023	452.15	Marie Mills Center, Inc	JANITORIAL - ADMIN OFFICE FEB 2023
4551	3/16/2023	13,155.22	Oregon Department of Transport	OTIB0061 LOAN PAYMENT 4/2023
4552	3/28/2023	<u>1,750.00</u>	City Of Tillamook	CITY PERMITS TC & ADMIN
Report Total		<u>17,200.26</u>		

March 2023 Statement

Open Date: 02/24/2023 Closing Date: 03/23/2023

Account: [REDACTED]



Visa® Company Card with Rewards

Elan Financial Services

1-866-552-8855

BUS 30 ELN

8

15

TILLAMOOK CNTY TRANS [REDACTED]

New Balance	\$4,349.84
Minimum Payment Due	\$44.00
Payment Due Date	04/22/2023

Reward Points	
Earned This Statement	4,443
Reward Center Balance as of 03/22/2023	106,433
For details, see your rewards summary.	

Activity Summary		
Previous Balance	+	\$3,177.15
Payments	-	\$3,177.15 ^{CR}
Other Credits		\$0.00
Purchases	+	\$4,349.84
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$4,349.84
Past Due		\$0.00
Minimum Payment Due		\$44.00
Credit Line		\$10,000.00
Available Credit		\$5,650.16
Days in Billing Period		28


Tillamook County Transportation District


APR 04 2023


Account _____
Account _____
Approval _____



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: Elan Financial Services CPN 001469460

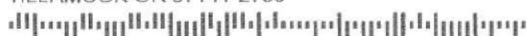


24-Hour Elan Financial Services: 1-866-552-8855

 to pay by phone
 to change your address

000039349 01 SP 000638448107077 P Y

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

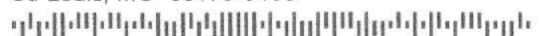


Account Number	[REDACTED]
Payment Due Date	4/22/2023
New Balance	\$4,349.84
Minimum Payment Due	\$44.00

Amount Enclosed \$ _____

Elan Financial Services

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




Visa Business Rewards Company Card
Rewards Center Activity as of 03/22/2023

Rewards Center Activity*	0
Rewards Center Balance	106,433

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	4,255	9,529
Gas, Restaurants & Telecom Double Points	188	1,070
Total Earned	4,443	10,599

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.

Transactions BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
02/27	02/26	1935	FIELDPRINT INC 888-291-1369 PA	✓ \$12.50	_____
02/27	02/24	4393	LANGUAGE LINE, INC. 800-7526096 CA	✓ \$23.70	_____
03/03	03/02	5990	ENDICIA 800-576-3279 TX	✓ \$9.95	_____
03/06	03/05	8886	ADOBE *ACROPRO SUBS 408-536-6000 CA	✓ \$29.99	_____
03/09	03/09	6104	FIELDPRINT INC 888-291-1369 PA	✓ \$12.50	_____
03/09	03/09	6187	FIELDPRINT INC 888-291-1369 PA	✓ \$12.50	_____
03/10	03/09	1320	ADOBE *ACROPRO TRIAL 408-536-6000 CA	✓ \$239.88	_____
03/10	03/10	0573	FIELDPRINT INC 888-291-1369 PA	✓ \$12.50	_____
03/13	03/11	2554	USPS STAMPS ENDICIA 888-434-0055 DC	✓ \$100.00	_____
03/16	03/15	5870	IDVILLE 866-438-4553 MI	\$69.92	_____
03/17	03/17	6234	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
03/20	03/17	7942	IDVILLE 866-438-4553 MI <i>office supplies</i>	\$258.86	_____
03/21	03/21	1020	FIELDPRINT INC 888-291-1369 PA	✓ \$12.50	_____
03/22	03/21	0323	IRON MOUNTAIN 800-934-3453 MA	✓ \$152.88	_____
03/22	03/22	3988	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
03/22	03/22	7759	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____

Continued on Next Page

TILLAMOOK CNTY TRANS [REDACTED]

Elan Financial Services (1-866-552-8855

Transactions		BOND CATHY		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
03/23	03/21	0366	ROSENBERG BUILDERS SUP TILLAMOOK OR <i>Supplies</i>	\$39.51	_____
03/23	03/22	3060	ADOBE *CREATIVE CLOUD 408-536-6000 CA	\$84.99	_____
03/23	03/23	7620	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
Total for Account [REDACTED]				\$1,122.18	

Transactions		REED MICHAEL		Credit Limit \$3500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
03/02	03/01	6756	AMZN Mktg US*H54V24JT0 Amzn.com/bill WA	\$109.98	_____
03/03	03/01	0596	THE HOME DEPOT #4010 HILLSBORO OR <i>> maint</i>	\$1,663.92	_____
03/03	03/02	3228	AMZN Mktg US*H563I2PX0 Amzn.com/bill WA	\$231.23	_____
Total for Account [REDACTED]				\$2,005.13	

Transactions		ZUERCHER, NATALIE		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
02/27	02/25	5314	AMZN Mktg US*HD6NQ3VW0 Amzn.com/bill WA	\$65.92	_____
03/01	02/28	3661	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$40.00	_____
03/02	03/01	0402	AMAZON.COM*H55902EK0 A AMZN.COM/BILL WA	\$15.73	_____
03/02	03/01	6828	ONLINE JOB ADS INDEED 512-4595300 TX	\$251.00	_____
03/03	03/02	5881	AMAZON.COM*HD70912T2 A AMZN.COM/BILL WA	\$68.97	_____
03/03	03/02	3579	AMZN Mktg US*HD0Y29D21 Amzn.com/bill WA	\$10.99	_____
03/06	03/03	7768	4IMPRINT, INC 4IMPRINT.COM WI	\$510.37	_____
03/06	03/04	8130	AMZN MKTP US*H556W8DJ0 AMZN.COM/BILL WA	\$29.99	_____
03/08	03/07	3326	AMZN Mktg US*H59CZ7X42 Amzn.com/bill WA	\$38.21	_____
03/10	03/09	3556	AMAZON.COM*HG77J4V30 A AMZN.COM/BILL WA	\$62.33	_____
03/16	03/15	8253	ENDICIA 800-576-3279 TX	\$24.99	_____
03/17	03/16	0363	NANI PAPA'A TILLAMOOK OR	\$54.05	_____
03/17	03/17	3185	Amazon Prime*HC2FA66A0 Amzn.com/bill WA	\$14.99	_____
03/23	03/22	0032	Amazon.com*HC9UK29C2 Amzn.com/bill WA	\$34.99	_____
Total for Account [REDACTED]				\$1,222.53	

Transactions		BILLING ACCOUNT ACTIVITY			
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
03/20	03/17	0112	PAYMENT THANK YOU	\$112.50	CR _____

Continued on Next Page


Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
03/20	03/17	0112	PAYMENT THANK YOU	\$3,064.65CR	_____
Total for Account [REDACTED]				\$3,177.15CR	

2023 Totals Year-to-Date	
Total Fees Charged in 2023	\$39.00
Total Interest Charged in 2023	\$86.75

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	16.74%	
**PURCHASES	\$4,349.84	\$0.00	YES	\$0.00	16.74%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	28.49%	

Contact Us

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

Questions
 Elan Financial Services
 P.O. Box 6353
 Fargo, ND 58125-6353

Mail payment coupon with a check
 Elan Financial Services
 P.O. Box 790408
 St. Louis, MO 63179-0408

Online
myaccountaccess.com

UMPQUA BANK: CLOSING DATE 3/23/2023			
Date	Vendor	Description of Transaction	Amount
CATHY BOND			
02/27/23	Fieldprint Inc	TCTD Background	\$12.50
02/27/23	Language Line	Phones	\$23.70
03/03/23	Endicia	Postage	\$9.95
03/06/23	Adobe	Computer	\$29.99
03/09/23	Fieldprint Inc	TCTD Background	\$12.50
03/09/23	Fieldprint Inc	TCTD Background	\$12.50
03/10/23	Adobe	Computer	\$239.88
03/10/23	Fieldprint Inc	TCTD Background	\$12.50
03/13/23	Endicia	Postage	\$100.00
03/16/23	Idville	Office Supplies	\$69.92
03/17/23	Fieldprint Inc	TCTD Background	\$12.50
03/20/23	Idville	Office Supplies	\$258.86
03/21/23	Fieldprint Inc	TCTD Background	\$12.50
03/22/23	Iron Mountain	Office Shred	\$152.88
03/22/23	Fieldprint Inc	TCTD Background	\$12.50
03/22/23	Fieldprint Inc	TCTD Background	\$12.50
03/23/23	Rosenberg	Supplies	\$39.51
03/23/23	Adobe	Computer	\$84.99
03/23/23	Fieldprint Inc	TCTD Background	\$12.50
			\$1,122.18
MIKE REED			
03/02/23	Amazon	Maintenance	\$109.98
03/03/23	The Home Depot	Maintenance	\$1,663.92
03/03/23	Amazon	Maintenance	\$231.23
			\$2,005.13
NATALIE ZUERCHER			
02/27/23	Amazon	Office	\$65.92
03/01/23	Zoom	Computer	\$40.00
03/02/23	Amazon	Office	\$15.73
03/02/23	Indeed	Recruitment	\$251.00
03/03/23	Amazon	Office	\$68.97
03/03/23	Amazon	Office	\$10.99
03/06/23	4Imprint	Employee Appreciation	\$510.37
03/06/23	Amazon	Office	\$29.99
03/08/23	Amazon	Operatations	\$38.21
03/10/23	Amazon	Employee Appreciation	\$62.33
03/16/23	Endicia	Computer	\$24.99
03/17/23	Nani Papa	Board meeting meal	\$54.05
03/17/23	Amazon	Computer	\$14.99
03/23/23	Amazon	Office	\$34.99
			\$1,222.53
		Charges total	\$4,349.84
		Late Fees & Intrest	
		Grand Total Due	\$4,349.84

APPROVAL

DATE

FRED MEYER CARD CHARGES - 3/30-3/31/2023

Date	Description of Transaction	Amount
	CARD #3 - NATALIE ZUERCHER, ADMIN ASSISTANT	
		\$ -
	CARD #4 - CATHY BOND, FINANCE SUPERVISOR	
03/21/23	Admin office - fitness cener	\$ 43.38
		\$ 43.38
	CARD # 5 - MARK STRICKER, OPERATIONS COORDINATOR	
03/06/23	Operations cleaning supplies	\$ 149.33
		\$ 149.33
	CARD #6 STEVEN FERRERA, MECHANIC	
03/02/23	Operations expense	\$ 47.95
03/08/23	Operations expense	\$ 156.10
03/14/23	Operations expense	\$ 69.85
03/17/23	Operations expense	\$ 24.82
03/20/23	Operations expense	\$ 114.29
03/21/23	Operations expense	\$ 81.97
03/22/23	Operations expense	\$ 24.44
03/22/23	Operations expense	\$ 88.07
		\$ 607.49
	Grand Total	\$ 800.20
DATE	APPROVAL	

Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

February 2023

RIDERSHIP BY SERVICE TYPE	Feb 2023	Feb 2022	YTD FY 22-23	YTD FY 21-22	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	622	893	6,811	6,835	-0.4%
NW Rides	395	522	4,203	3,860	8.9%
Dial-A-Ride Total	1,017	1,415	11,014	10,695	3.0%
<u>Deviated Fixed Route Service</u>					
Rt 1: Town Loop	3,178	2,786	28,003	21,962	27.5%
Rt 2: Netarts/Oceanside	248	215	1,968	2,734	-28.0%
Rt 3: Manzanita/Cannon Beach	1,381	1,216	10,948	11,630	-5.9%
Rt 4: Lincoln City	561	553	6,035	4,907	23.0%
Rt 6: Port of Tillamook Bay Loop	371	203	2,947	841	250.4%
Local Fixed Rt Total	5,739	4,973	49,901	42,074	18.6%
<u>Intercity Service</u>					
Rt 5: Portland	430	444	4,587	4,114	11.5%
Rt 60X: Salem	781	593	6,472	5,124	26.3%
Rt 70X: Grand Ronde	286	249	2,793	2,337	19.5%
Inter City Total	1,497	1,286	13,852	11,575	19.7%
<u>Other Services</u>					
Tripper Routes	19	25	124	104	19.2%
Special Bus Operations	0	0	2,608	1,125	131.8%
Other Services Total	19	25	2,732	1,229	122.3%
TOTAL ALL SERVICES	8,272	7,699	77,499	65,573	18.2%

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)	4,313	163	40,173	34,473	16.5%
Senior/Disabled	2,372	814	28,235	26,640	6.0%
Child/Youth	570	41	5,231	4,460	17.3%
Total	7,255	1,018	73,639	65,573	12.3%

OTHER RIDER CATEGORIES	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 22-23	FY 21-22	Change
Ride Connection	52		689	645	6.8%
Tillamook Bay Community College	133		975	402	142.5%
NWOTA Visitor Pass	119		522	991	-47.3%
NW Rides		395	4,203	3,487	20.5%
Amtrak/Greyhound	54		665	885	-24.9%
Youth Free	477		477	0	#DIV/0!

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<u>Dial-A-Ride Services</u>			
Feb-22	1.4	50.0%	94.75
Nov-22	1.5	50.5%	88.03
Dec-22	1.5	47.0%	95.17
Jan-23	1.5	49.0%	93.62
Feb-23	1.5	48.2%	94.24
<u>Deviated Fixed Routes</u>			
Feb-22	4.2	5.8%	95.01
Nov-22	4.9	5.8%	88.95
Dec-22	4.8	5.2%	96.50
Jan-23	4.8	5.0%	94.96
Feb-23	4.7	4.7%	96.15
<u>Intercity Services</u>			
Feb-22	2.0	9.2%	109.71
Nov-22	2.5	11.9%	101.75
Dec-22	2.3	10.3%	110.86
Jan-23	2.3	10.1%	108.52
Feb-23	2.2	9.6%	110.92
<u>Other Services</u>			
Feb-22	3.2	0.4%	84.56
Nov-22	6.1	0.1%	89.82
Dec-22	6.1	0.1%	97.24
Jan-23	6.0	0.1%	95.41
Feb-23	5.9	0.1%	96.17

Dial-a-Ride includes County-wide DAR, NW Rides, Veterans Transportation
 Deviated Fixed Routes: 1 Town Loop, 2 Oceanside, 3 Manzanita/Cannon Beach,
 4 Lincoln City, 6 POTB Loop
 Intercity Routes: 5 Portland, 60X Coastal Connector, 70X Salem/Grand Ronde
 Other Services: Trippers, Special Bus Operations/PC Free Shuttle

**Primary Performance Measures Report
thru Feb 2023**

	Passengers per Hour	Cost per Trip	Cost per Hour	Farebox Return %
<u>Dial-A-Ride</u>				
Dial-A-Ride	2.0	\$ 45.40	\$ 90.04	10.0%
NW Rides	1.0	\$ 95.17	\$ 97.77	77.8%
Total	1.5	\$ 64.39	\$ 94.24	48.2%
<u>Deviated Route</u>				
Rt 1: Town Loop	9.7	\$ 8.84	\$ 85.69	7.5%
Rt 2: Oceanside	1.5	\$ 57.33	\$ 87.26	2.0%
Rt 6: PORT	5.0	\$ 17.92	\$ 89.04	3.9%
Rt 3: Manzanita	3.7	\$ 27.20	\$ 100.83	4.9%
Rt 4: Lincoln City	2.2	\$ 49.65	\$ 107.68	3.4%
Total	4.7	\$ 20.25	\$ 96.15	4.7%
<u>Intercity</u>				
Rt 5: Portland	1.9	\$ 56.63	\$ 110.03	16.3%
Rt 60X: Salem	2.6	\$ 42.89	\$ 111.82	6.8%
Rt 70X: Grand Ronde	2.1	\$ 52.68	\$ 110.83	3.0%
Total	2.2	\$ 49.41	\$ 110.92	9.6%
<u>Other Services</u>				
Trippers	1.8	\$ 46.68	\$ 83.64	0.8%
SBO	6.7	\$ 14.79	\$ 98.38	0.0%
Total	5.9	\$ 16.24	\$ 96.17	0.1%
FY 2022-23 YTD	3.1	\$ 31.60	\$ 99.26	18.6%
FY 2021-22 YTD	2.8	\$ 39.54	\$ 111.52	17.7%
Percent Change	11.4%	-20.1%	-11.0%	5.1%

nwCONNECTOR

Coordinating Committee Hybrid Meeting

April 14, 2023; 10:00 am—12:00 pm

In-Person

Tillamook County Transit District

3600 Third Street, Suite A

Tillamook, Oregon 97141








Join Zoom Meeting:

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

Call In: 1 253 215 8782

Meeting ID: 875 5229 0259

Agenda

10:00— 10:05a	1. Introductions	Cynda Bruce
10:05 – 10:25a	2. Funding Opportunities: <ul style="list-style-type: none">  Carbon Reduction Program  DEQ Diesel Emissions Grant 	Rye Baerg/ Sarah Lu Heath
10:25— 10:35a	3. Consent Calendar (Action Item) <ul style="list-style-type: none">  March Meeting Minutes (Attached)  Financial Report  Ridership Tracking 	Cynda Bruce/All
10:35— 11:05a	3. NWOTA Standing Items <ul style="list-style-type: none">  Marketing Update – Pending contract  Website Update 	Sarah Lu Heath/ Trillium Staff
11:05- 11:30a	4. Review Transit Access Plan	All
11:30- 11:35p	5. Other Business	All
11:35a – 12:00p	6. Member Updates	All

Attachments:

March 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

March 10, 2023

In attendance:

Consent Calendar Reviewed: Minutes and financials were reviewed. Move to approve the consent calendar was made by Jeff Hazen and seconded by John Dreeszen, it passed unanimously.

Marketing Update: NWOTA has received the PSA from TCTD and will forward to Trillium for signatures. A request for Trillium to attend the next meeting was made; walk through final website changes, launch marketing re-start.

Website Update: The group reviewed updates made by Trillium. There were corrections needed by each agency. A follow-up communication will go to the group to respond individually.

Token Transit: TCTD has Token Transit up and running on their system. Now Columbia County is the only agency in NWOTA not connected to the system. However, their ridership is considered quite different than coast-to-valley routes. Jeff recommends adding the NWConnector to Token Transit. There was conversation that with fares trending down to zero in some cases, the value proposition of the multi-day passes are diminishing. There was also conversation about the benefits of lowering fares.

Service to Portland: The group discussed current options for getting to/from PDX and what options are available to connect directly to the airport might exist. SETD is awaiting decisions on their grant application on continuing an existing line to PDX. It was noted that leave times for airport buses are necessarily early.

Other Business: It was noted that ODOT's Carbon Reduction Program might be able to provide agencies with funding and the group will discuss more in April. Also, CCR stops two and three in the Transit Access Plan are now obsolete. Jeff Hazen noted that the proposed Habitat Conservation Plan will remove \$90,000 in funding from SETD's budget.

Member Updates:

SETD: Despite hiring new drivers, several departures continue to strain the system preventing additional services to return and/or be added. Clatsop County has a new Public Health Director and a partnership is underway to provide life-saving Narcan products to transit users.

TCTD: Notes the importance of being educated on how to administer Narcan and is supportive of partnerships to ensure its availability for emergencies. Services changes north and south bound are growing despite bad weather conditions. It looks like removing zone fares and lowering prices have been beneficial for ridership.

CCR: Focus has been on compliance and policy reviews. Despite restricting services to Portland, about 75% of ridership has been retained, demonstrating the importance of connecting to the city.

BAT: Contractor proposals are in for consideration. Ridership continues to grow.

LCT: Annual budget and negotiation processes are underway.

Meeting was adjourned at 11:55a.

Draft

nwCONNECTOR

Northwest Oregon Transit Access Project

Transit Stop Improvement Summary



October 31, 2019

Introduction

This booklet summarizes the key outcomes that resulted from a collaborative Project effort between the Oregon Department of Transportation (ODOT), the Northwest Oregon Transit Alliance (NWOTA) and a Jacobs-led consultant team to work with ODOT and NWOTA to identify locations and develop advanced concept-level designs for new or enhanced bus stops along the Northwest Connector transit routes. ODOT provided project funding and management in support of NWOTA to advance the overall goal to increase access to transit.

NWOTA is an inter-agency collaborative program between five public transit organizations that are situated in five counties in Northwest Oregon. NWOTA's goal is to provide convenient regional transit connections so that everyone has an accessible, affordable way to travel. This unique consortium manages the regional Northwest Connector bus routes that connect the Willamette Valley with the Northwest Oregon coast. It provides critical transit linkages between rural areas and small communities with major cities, tourist attractions, medical facilities, recreational activities, places of work, and many other destinations. The five NWOTA transit agencies are:



Benton County
Transportation



Columbia County
Rider



Lincoln County
Transit



Sunset Empire
Transportation
District (Clatsop
County)



Tillamook County
Transportation
District

NWOTA's aim is to promote accessibility on a regional level through transit collaboration.

The Project consisted of planning, concept design, and environmental assessment services for stops that have known deficiencies and improvement needs. Field investigations and information provided by ODOT revealed existing conditions of transit stops; some stop locations were simply marked by signage, while others had shelters and benches but lacked ADA accommodation, pullouts, pedestrian/bicycle access, or other transit stop elements.

The Project resulted in identification of 24 transit stop locations as shown on the overview map, with each stop described further in this booklet. The Project addressed the following design elements:

- Safety and functionality
- Transit Stop Visibility
- Americans with Disabilities Act ("ADA") accommodation
- Bicycle and pedestrian accessibility
- Bus pull-out or stop location configuration
- Shelter size, type and other furnishings and amenities to enhance user safety and comfort
- Right of Way ("ROW")
- Roadway crossings
- Illumination and way-finding improvements
- Preparation of information needed to support future environmental documentation under the National Environmental Policy Act (NEPA).

One of four potential recommended bus stop design types shown on pages 6 and 7 were chosen as most appropriate for each location.

Acknowledgements:

ODOT

Ken Shonkwiler, ODOT Region 2
Mark Bernard, Region 2
Arla Miller, Region 2
Dorothy Upton, P.E., Region 2
Calvin Larwood, P.E., Region 2
Donna Hinze, Region 2

NWOTA

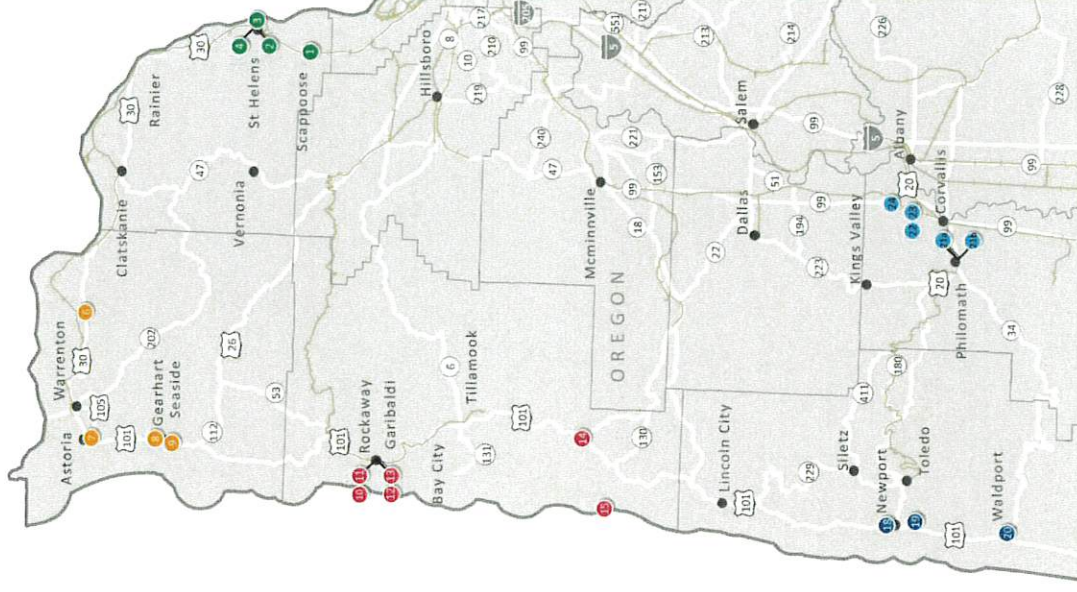
Cynda Bruce, Lincoln County Transit
Lee Lazaro, Benton County Transportation
Lisa Scherf, Benton County Transportation
Doug Pilant, Tillamook County Transportation District
Jeff Hazen, Sunset Empire Transportation District
Todd Wood, Columbia County Rider
Mary McArthur, Columbia Pacific EDD

Consultant Team

Ryan Farncomb, Parametrix
Scott Richman, Jacobs
Shawn Kummer, Jacobs
Steven VanderGeissen, Jacobs
Carole Richardson, Plangineering

- Columbia County Rider**
- 1 Scappoose at US30 at Havlik Drive (WB)
- 2 St. Helens at US30 and Gable Road (WB)
- 3 St. Helens at US30 and Gable Road (EB)
- 4 St. Helens at US30 Columbia Blvd. (EB)
- Sunset Empire Transportation**
- 6 Knappa
- 7 Warrenton
- 8 Gearhart
- 9 Seaside
- Tillamook County Transportation**
- 10 Rockaway Beach - HWY 101 and South 3rd Ave (NB)
- 11 Rockaway Beach - HWY 101 and South 3rd Ave (SB)
- 12 Rockaway Beach - HWY 101 and North 3rd Ave (NB)
- 13 Rockaway Beach - HWY 101 and North 3rd Ave (SB)
- 14 Hebo
- 15 Pacific City
- Lincoln County Transit**
- 18 Newport North
- 19 Newport South
- 20 Waldport
- Benton County Transportation**
- 21a Philomath at US20 & 11th St. (WB)
- 21b Philomath at US20 & 11th St. (EB)
- 22 Lewisburg at OR95W & Granger Ave (SB)
- 23 Lewisburg at OR95W & Granger Ave (NB)
- 24 Adair Village

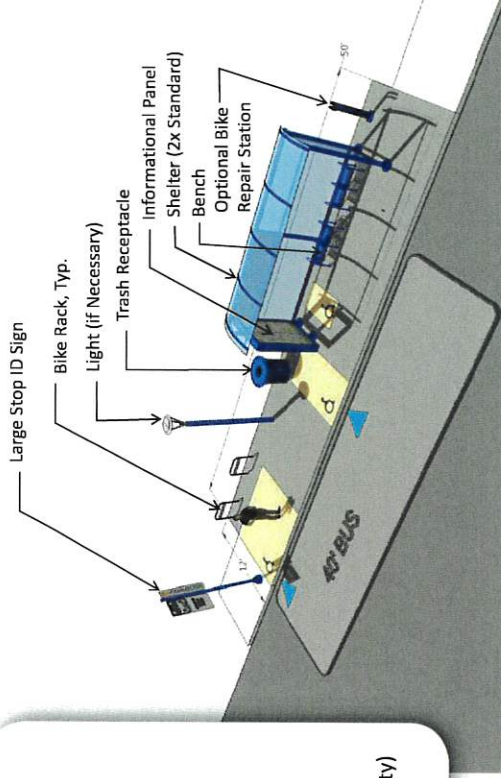
Note: Stops 5, 16, and 17 were removed from the project during earlier phases of work and are not shown in this summary.



Proposed Design Elements

High Ridership/High Investment

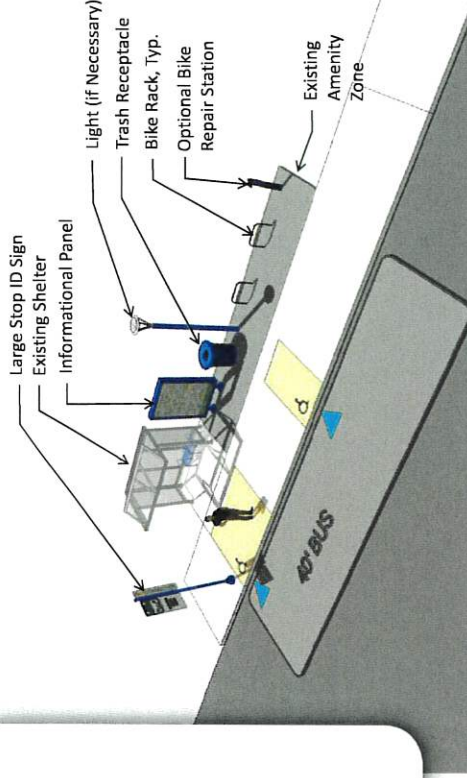
- Stop Footprint – Dimensions: 12'x50'
- Large Shelter
- Shelter Signage Information Panel
- Solar panel/battery powered lighting
- Stop ID Sign - Large
- 2 Benches
- Trash Receptacle
- Bike Parking (2 racks or lockers)
- Bike Repair Station - optional
- Pole light (if no existing street lighting in close proximity)
- Optional Public Art



Proposed Design Elements

High Ridership/Low Investment

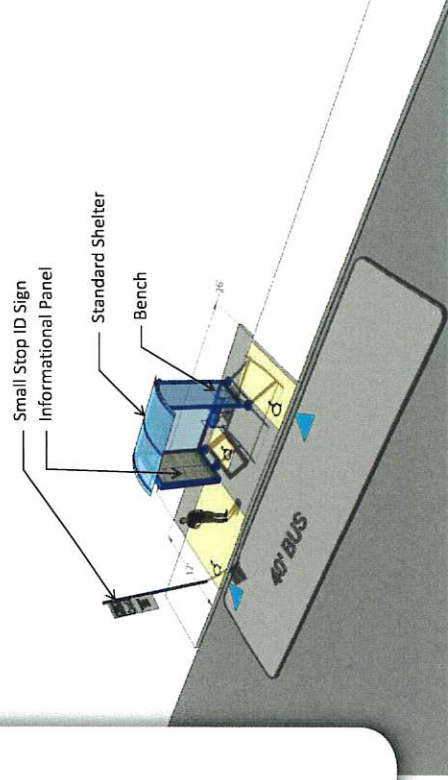
- Stop Footprint (Existing/New/Combination) dimension varies
- Shelter (New or Existing)
 - Shelter Signage Information Panel (New)
- Stop ID Sign – Large (New)
- Bench (New or Existing)
- Trash Receptacle (New)
- Bike Parking (2 racks or lockers)(New)
- Optional Bike Repair Station (New)
- Optional public art



Proposed Design Elements

Low Ridership/High Investment

- Stop Footprint – Dimensions: 12' x 26'
- Standard Shelter
 - Shelter Signage Information Panel
 - Solar panel/battery powered lighting
- Stop ID Sign – Small
- Bench



Proposed Design Elements

Low Ridership/Low Investment

- Stop Footprint – Dimensions: 12' x 26'
- 'Small'-shelter
- Stop ID Sign – Small
- Bench optional

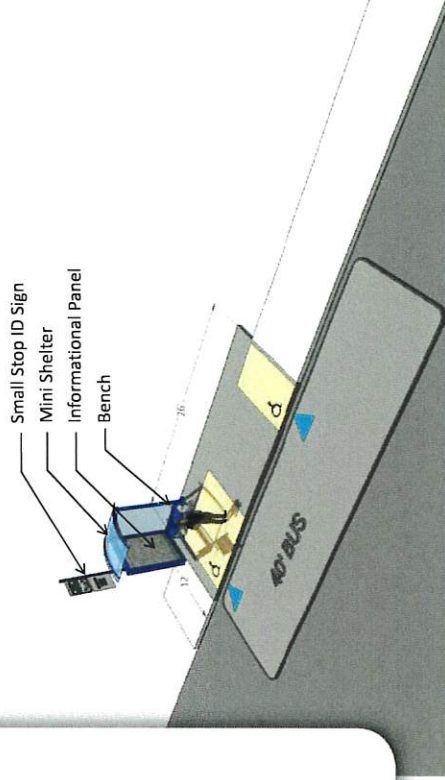
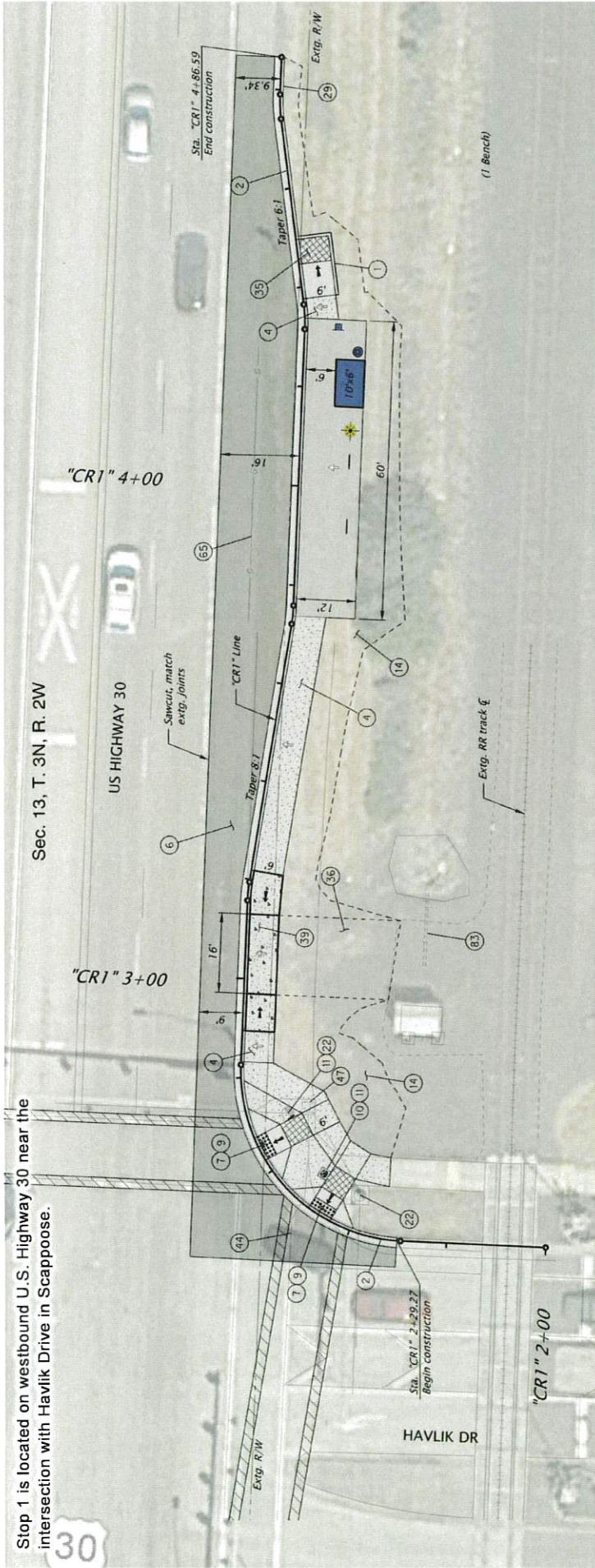




Figure 1. Stop #1 site, looking northeast

August 2019 - Google Street View

Stop #1 is located on the northeast corner of the intersection of Highway 30 and Havlik Drive in Scappoose. The existing stop has no facilities; passengers wait for the bus on the gravel shoulder of the road. The stop location is between Highway 30 and an active freight railroad line, constraining opportunities for improvement. The proposed transit stop includes a bus pull-out, passenger amenities including a shelter, and ADA access to the intersection.



Stop 1 is located on westbound U.S. Highway 30 near the intersection with Havlik Drive in Scappoose.

KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 3 Const. P.C. conc. sidewalk
- 4 Const. plain conc. pavmt., Dowelled
- 5 Const. curb ramp (perpendicular)
- 6 Const. truncated dome detectable warning surface, safety yellow
- 7 Const. curb ending
- 8 Const. curb ramp (sidewalk end)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 10 Const. pushbutton pole
- 11 Const. standard pedestrian pushbutton
- 14 Seed with grass
- 22 Preserve and protect extg. overhead signal
- 23 Const. curb ending
- 35 Const. curb ramp (sidewalk end)
- 36 Const. gravel driveway
- 39 Const. driveway, fully lowered sidewalk
- 44 Adjust signal loop detectors
- 47 Adjust signal box
- 65 protect extg. gas line
- 83 Preserve and protect extg. storm pipe

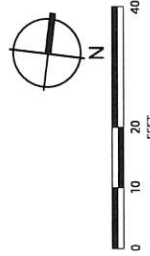
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #1 (WB) - Scappoose at US30 & Havlik Drive
Columbia County Rider

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

Stop #2 – U.S. Highway 30 and Gable Road (Westbound) – St. Helens

Existing Conditions

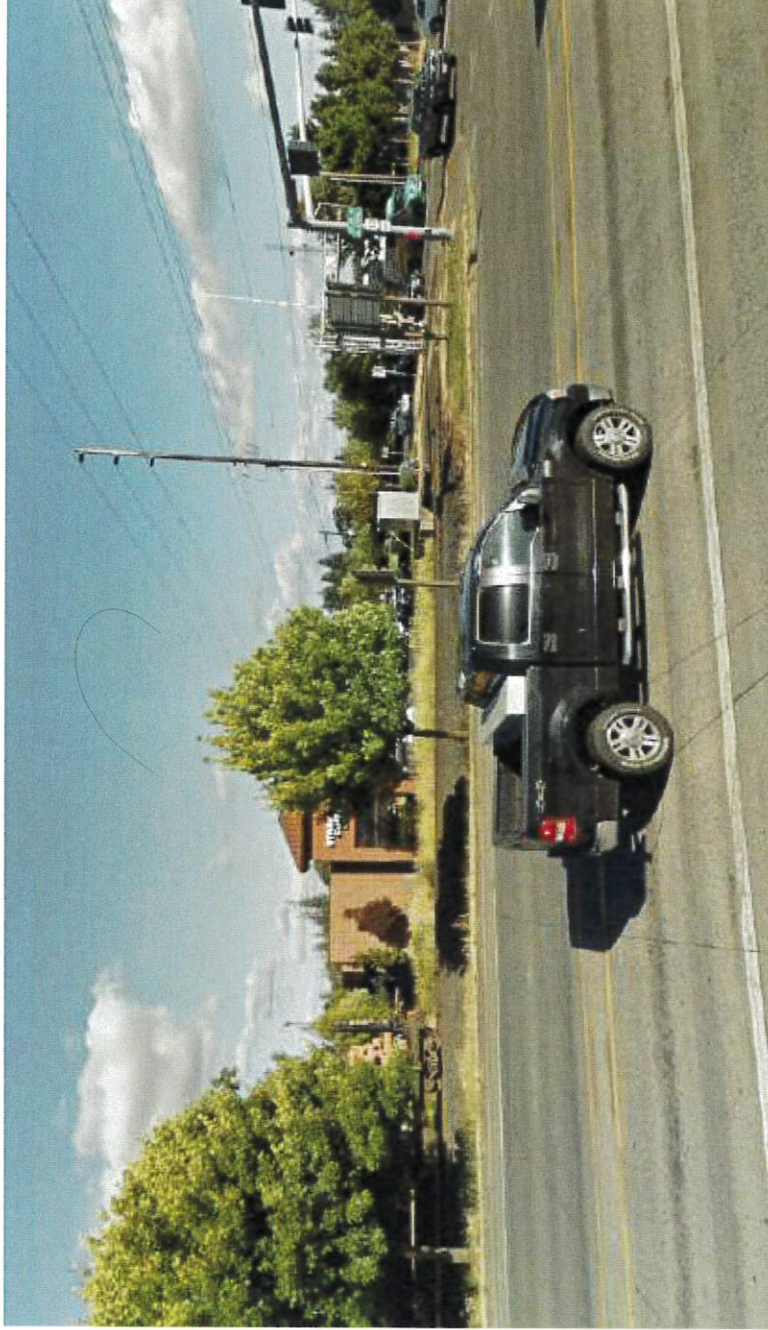


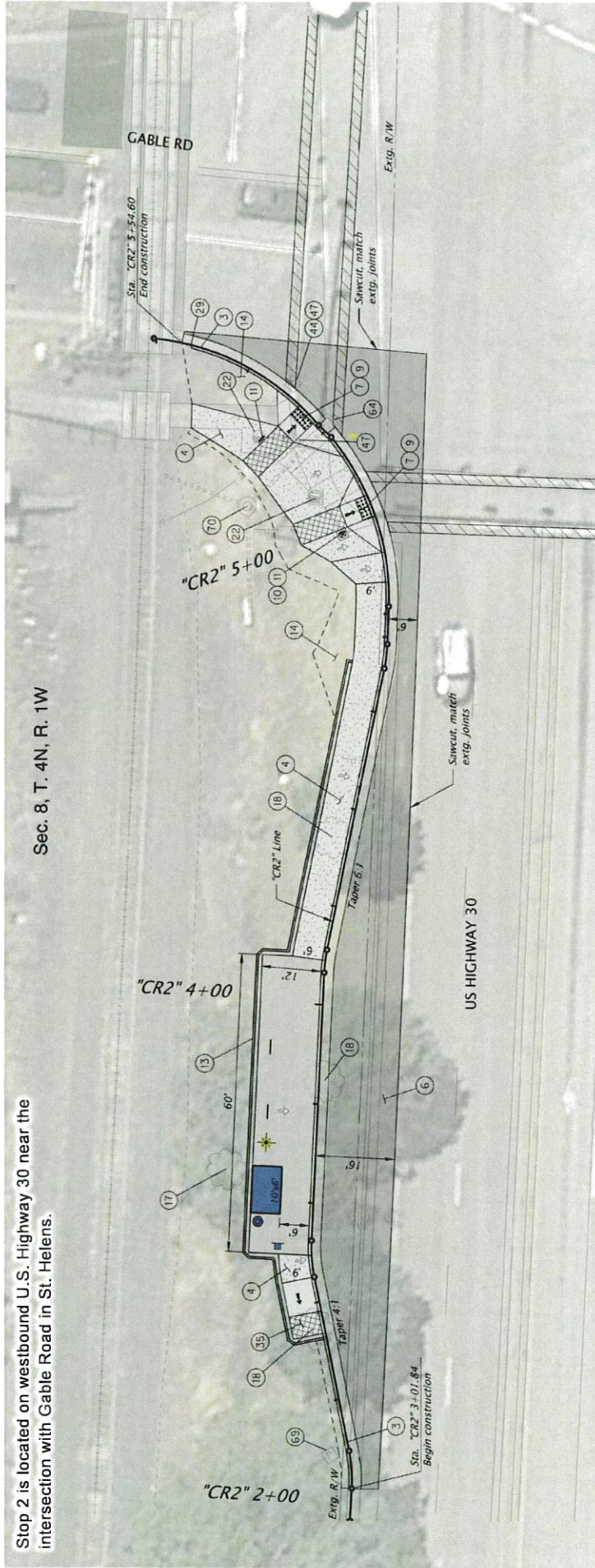
Figure 2. Stop #2 site, looking east

July 2018 - Google Street View

Stop #2 is located on the northeast corner of the intersection of Highway 30 and Gable Road in St. Helens. The existing northeast transit stop has no facilities and passengers are boarding and alighting in grass/dirt. The stop location is between Highway 30 and an active freight railroad line, constraining opportunities for improvement. The proposed transit stop includes a bus pull-out, passenger amenities including a shelter, and ADA access to the intersections.

Stop 2 is located on westbound U.S. Highway 30 near the intersection with Gable Road in St. Helens.

Sec. 8, T. 4N, R. 1W



KEY NOTES

- 3 Const. curb and gutter - 30" width
- 4 Const. P.C. conc. sidewalk
- 6 Const. plain conc. pavmt., Dwelled
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warming surface, safety yellow
- 10 Const. pushbutton pole

- 11 Const. standard pedestrian pushbutton
- 13 Const. retaining wall with handrail
Max. height 6"
Avg. height 4"
- 14 Seed with grass
- 17 Preserve and protect extg. tree
- 18 Remove extg. tree
- 22 Preserve and protect extg. signal pole

- 29 Const. curb ending
- 35 Const. curb ramp (sidewalk end)
- 43 Adjust signal loop detectors
- 47 Adjust extg. signal box
- 64 Preserve and protect extg. inlet
- 68 Relocate extg. utility box
- 69 Preserve and protect extg. utility box
- 70 Preserve and protect extg. manhole

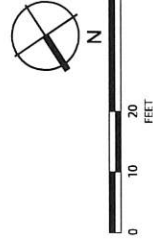
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warming surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #2 (WB) - St. Helens at US30 & Gable Road
Columbia County Rider

Transit Stop Concepts

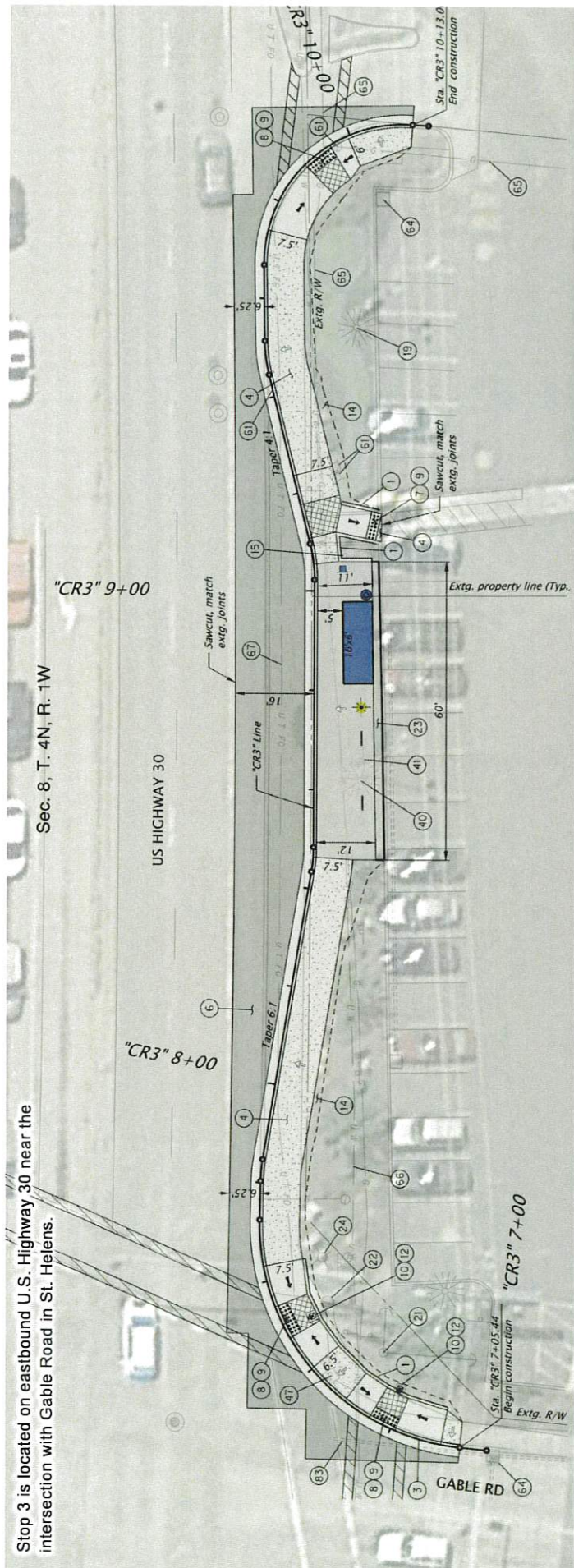
nwCONNECTOR Northwest Oregon Transit Access Project



Figure 3. Stop #3 site, looking southwest

July 2018 - Google Street View

Stop #3 is located on the southwest corner of the intersection of Highway 30 and Gable Road in St. Helens. The existing northeast transit stop has no facilities and passengers are boarding and alighting in grass/dirt. The stop location is between Highway 30 and an active freight railroad line, constraining opportunities for improvement. The proposed transit stop includes a bus pull-out, passenger amenities including a shelter, and ADA access to the intersections.



Stop 3 is located on eastbound U.S. Highway 30 near the intersection with Gable Road in St. Helens.

Sec. 8, T. 4N, R. 1W

KEY NOTES

- 1 Const. standard curb
- 3 Const. curb and gutter - 30" width
- 4 Const. P.C. conc. sidewalk
- 6 Const. plain conc. pavimt., Dowelled
- 7 Const. curb ramp (perpendicular)
- 8 Const. curb ramp (parallel)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 10 Const. pushbutton pole
- 12 Const. pedestrian pushbutton "H" frame
- 14 Seed with grass
- 15 Preserve and protect extg. sign
- 19 Preserve and protect extg. light pole
- 21 Preserve and protect extg. utility pole
- 22 Preserve and protect extg. signal pole
- 23 Const. concrete slope
- 24 Preserve and protect extg. hydrant
- 40 Relocate light pole
- 41 Relocate Sign
- 47 Adjust extg. signal box
- 61 Adjust extg. utility box
- 64 Preserve and protect extg. inlet
- 65 Protect extg. gas line
- 66 Protect extg. water line
- 67 Protect extg. fiber optic
- 83 Preserve and protect extg. storm pipe

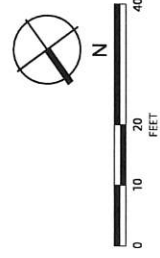
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.
- Preserve and protect extg. hydrant
- Relocate light pole
- Relocate Sign
- Adjust extg. signal box
- Adjust extg. utility box
- Preserve and protect extg. inlet
- Protect extg. gas line
- Protect extg. water line
- Protect extg. fiber optic
- Preserve and protect extg. storm pipe

BUS STOP LEGEND

- Bus stop shelter (2 Banches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #3 - St. Helens at US30 & Gable Road (EB)

Columbia County Rider

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

Stop #4 – U.S. Highway 30 and Columbia Boulevard (Eastbound) – St. Helens

Existing Conditions



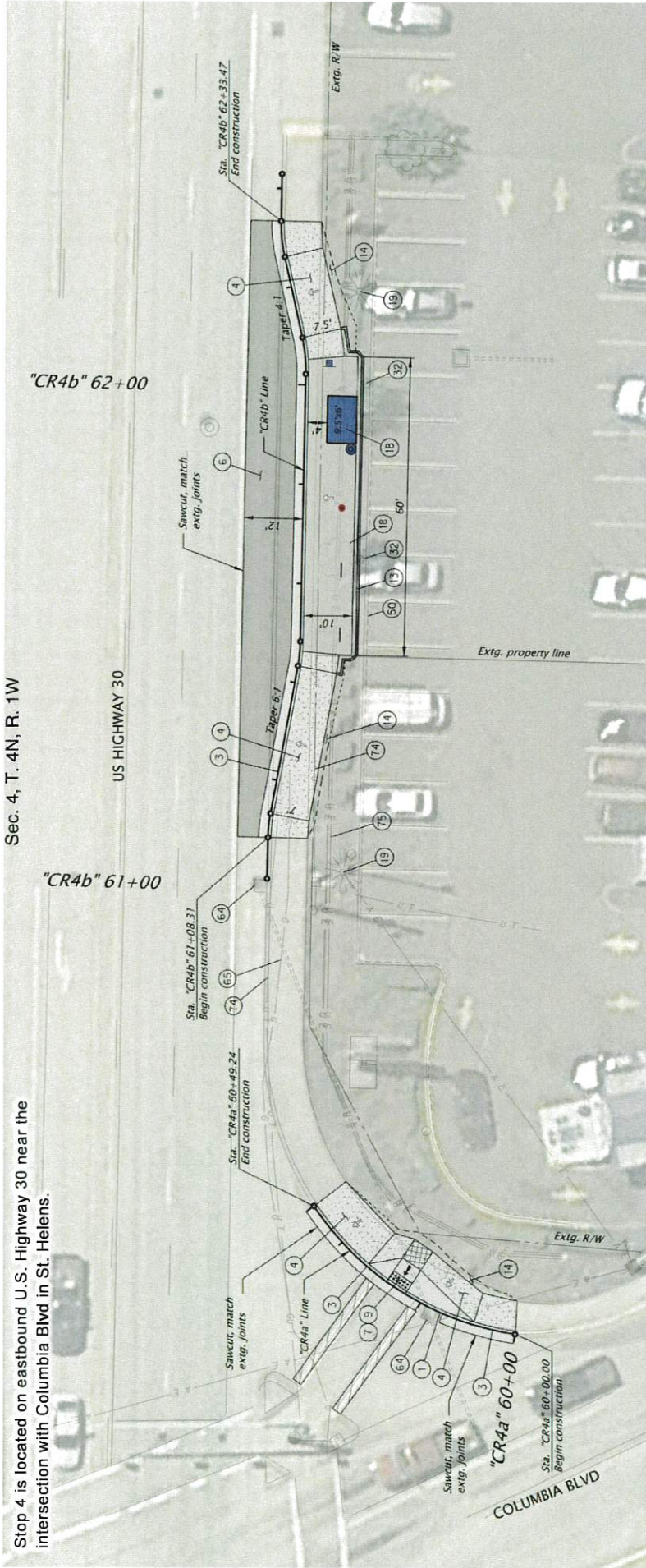
Figure 4. Stop #4 site, looking southwest

July 2018 - Google Street View

Stop #4 is located on the southwest corner of the intersection of Highway 30 and Columbia Boulevard in St. Helens. The existing transit stop has a curb, gutter, and sidewalk but standard ADA accessible facilities. The proposed transit stop includes a bus pull-out, passenger amenities including a shelter, and ADA access to the intersections.

Stop 4 is located on eastbound U.S. Highway 30 near the intersection with Columbia Blvd in St. Helens.

Sec. 4, T. 4N, R. 1W



KEY NOTES

- 1 Const. standard curb
- 3 Const. curb and gutter - 30" width
- 4 Const. P.C. conc. sidewalk
- 6 Const. plain conc. pavmt., Dowelled
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 13 Const. retaining wall with handrail
Max height 2'
- 14 Seed with grass
- 18 Remove extg. tree
- 19 Preserve and protect extg. light pole
- 32 Remove sprinkler
- 50 Preserve and protect extg. curb
- 64 Preserve and protect extg. inlet
- 65 Protect extg. gas line
- 74 Protect extg. telephone line
- 75 Protect extg. electric line

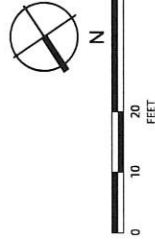
LEGEND

- Sidewalk
- Turning spaces, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.
- 50 Preserve and protect extg. curb
- 64 Preserve and protect extg. inlet
- 65 Protect extg. gas line
- 74 Protect extg. telephone line
- 75 Protect extg. electric line

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are designated for removal, repair or other action shall be preserved and protected.



Stop #4 - St. Helens at US30 & Columbia Blvd (EB)
Columbia County Rider

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

Stop #6 – Knappa

Existing Conditions



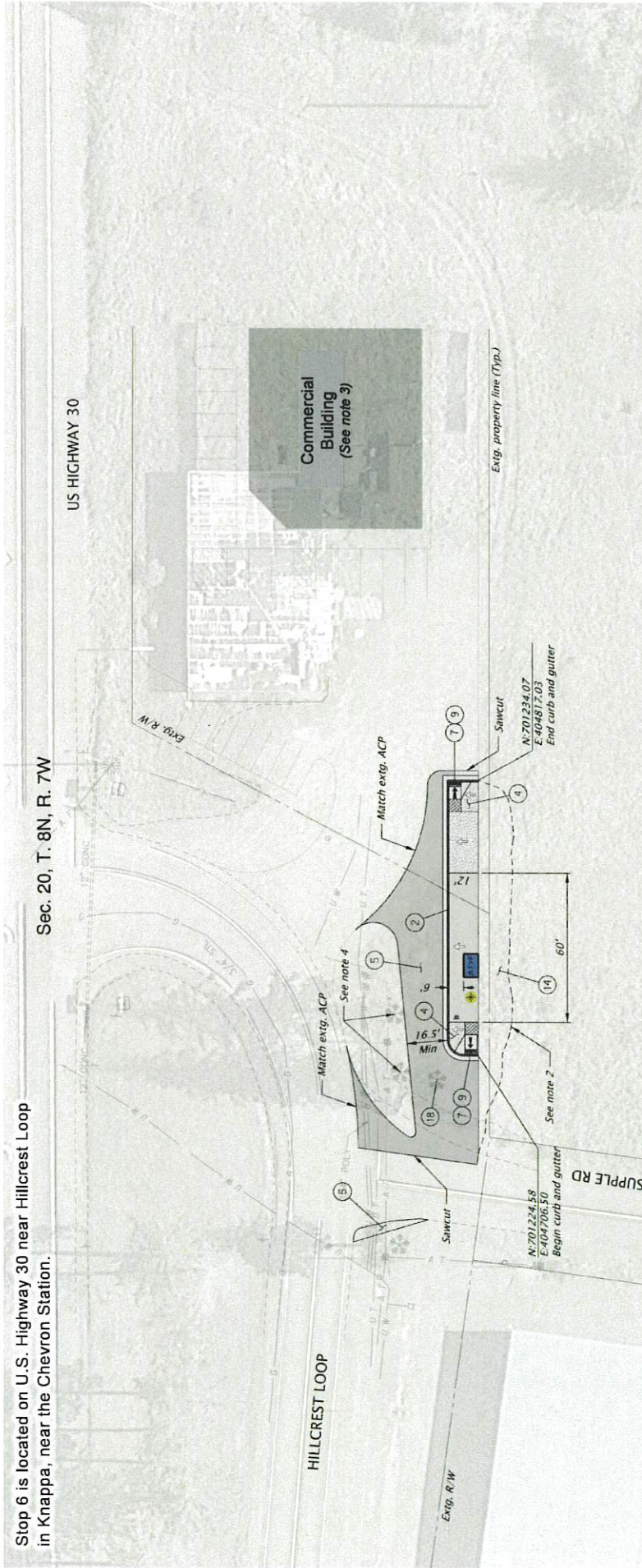
Figure 5. Stop #6 site, looking west

December 2017

Stop #6 is located just west of the intersection of Highway 30 and Hillcrest Loop in Knappa. This stop is not on the state highway system, unlike most other stops. The existing transit eastbound and westbound stops are on Highway 30; there is no pull-out area and no designated space for passengers to wait for the bus. The proposed transit stop would combine the eastbound and westbound stops into one off-highway location. The improved transit stop includes a raised boarding and alighting area with curb ramps descending to the existing grades. The bus will turn off the highway onto Hillcrest Loop, completing a loop through the proposed stop and return to Highway 30.

Stop 6 is located on U.S. Highway 30 near Hillcrest Loop in Knappa, near the Chevron Station.

Sec. 20, T. 8N, R. 7W



KEY NOTES

- ② Const. curb and gutter - 24" width
- ④ Const. P.C. sidewalk
- ⑤ Const. ACP
- ⑦ Const. curb ramp (perpendicular)
- ⑨ Const. truncated dome detectable warning surface, safety yellow
- ⑭ Seed with grass
- ⑮ Remove extg. tree

LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

- Notes:**
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.
 2. The toe of fill exceeds the boundary of ground survey that was collected for this project. The line shown is conceptual and may not be accurate.
 3. The commercial building outline, parking lot, and driveway are based on the project C3-1 (Grading Plan) of the 80% review set of plans for the commercial building produced by Technicon Design Group and submitted on May 15th, 2018. The commercial building linework is shown for illustration purposes only, is subject to change, and shall not be used for construction, permitting, or any other purposes.
 4. The two trees located North of the stop are likely to be removed, further study required.

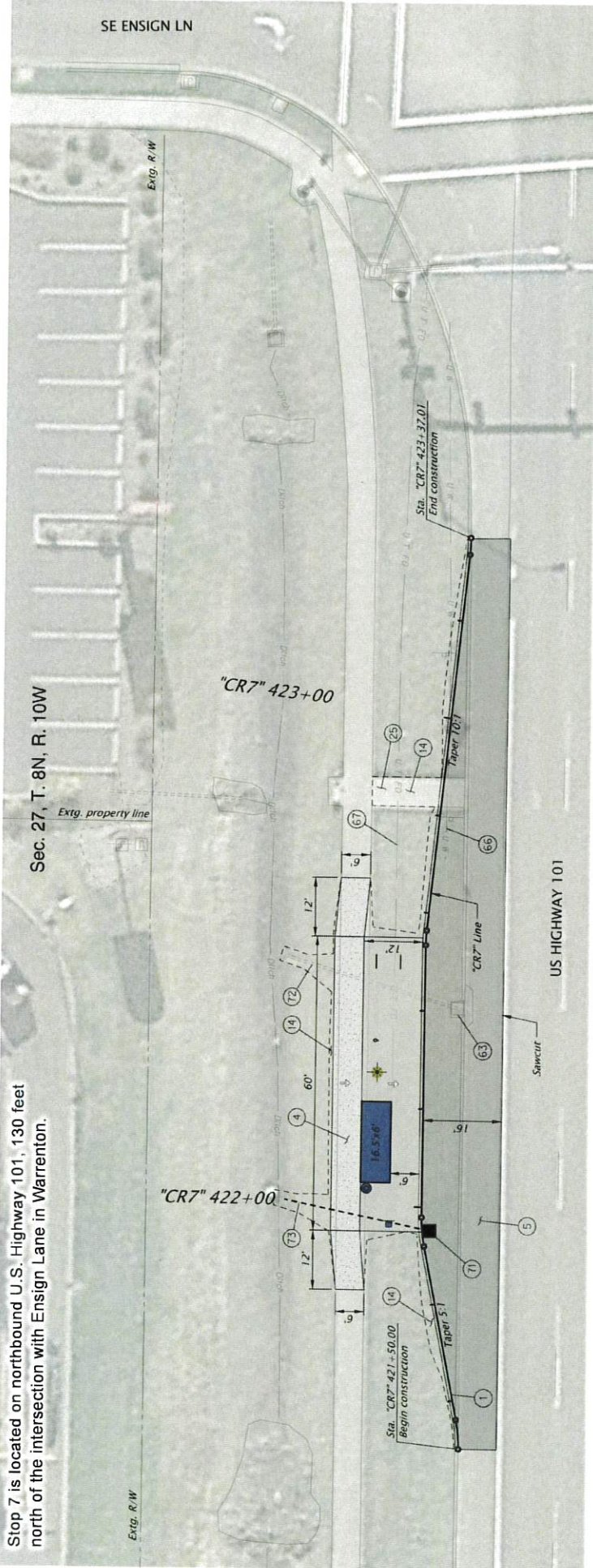


Figure 6. Stop #7 site, looking northeast

October 2018 - Google Street View

Stop #7 is located on the northeast corner of Highway 101 and Southeast Ensign Lane in Warrenton. The existing transit stop has a concrete sidewalk boarding/alighting area and a small bench. The proposed transit stop includes a bus pull-out area, new signage, a shelter, a bench, bike racks, site lighting, and a trash receptacle.

Stop 7 is located on northbound U.S. Highway 101, 130 feet north of the intersection with Ensign Lane in Warrenton.



Sec. 27, T. 8N, R. 10W

SE ENSIGN LN

Extg. R/W

Extg. property line

"CR7" 423+00

"CR7" 422+00

Sta. "CR7" 423+37.01
End construction

Sta. "CR7" 421+50.00
Begin construction

US HIGHWAY 101

KEY NOTES

- 1 Const. standard curb
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 14 Seed with grass
- 25 Remove extg. sidewalk
- 63 Remove extg. inlet
- 66 protect extg. water line
- 67 Protect extg. fiber optic
- 71 Const. inlet
- 72 Remove extg. storm pipe
- 73 Const. storm pipe

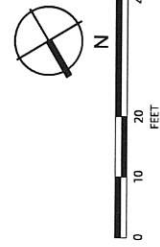
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #7 - Warrenton
Sunset Empire Transportation District
Transit Stop Concepts
nwCONNECTOR Northwest Oregon Transit Access Project



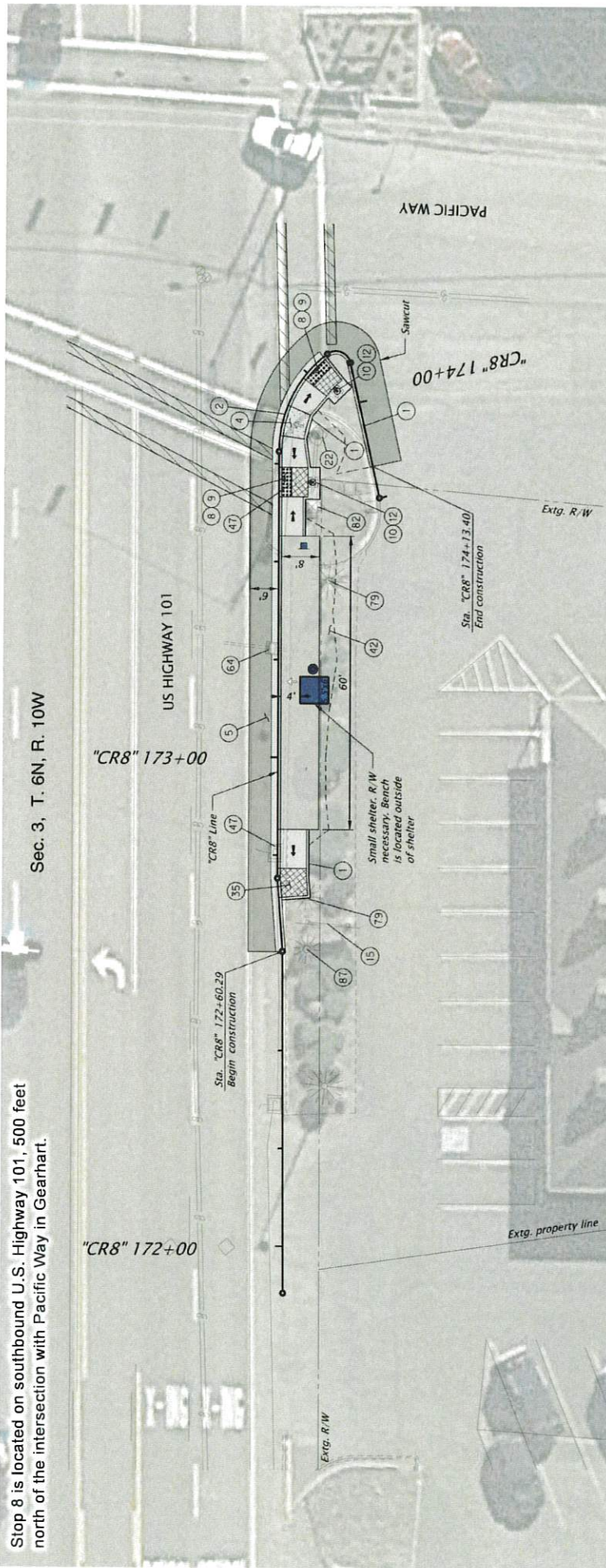
Figure 7. Stop #8 site, looking northwest

October 2018 - Google Street View

Stop #8 is located on the northwest corner of the intersection of Highway 101 and Pacific Way in Gearhart. The existing transit stop, 400 feet north of the proposed new stop, has no improvements and passengers are boarding and alighting in a landscaped area. There are no sidewalks present at the current stop location nor improved/marked pedestrian crossings on Highway 101. The proposed stop includes a passenger waiting area, boarding and alighting area with amenities, a sidewalk connection to the intersection, and ADA accessible curb ramps at the signalized intersection of Highway 101 and Pacific Way.

Stop 8 is located on southbound U.S. Highway 101, 500 feet north of the intersection with Pacific Way in Gearhart.

Sec. 3, T. 6N, R. 10W



KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 8 Const. curb ramp (parallel)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 15 Preserve and protect extg. sign.
- 22 Preserve and protect extg. signal pole
- 35 Const. curb ramp (sidewalk end)
- 42 Const. landscape rock
- 47 Adjust extg. signal box
- 64 Preserve and protect extg. inlet
- 79 Relocate extg. light
- 82 Preserve and protect extg. signal cabinet
- 87 Preserve and protect extg. light

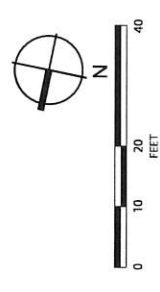
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #8 - Gearhart
Sunset Empire Transportation District
Transit Stop Concepts
nwCONNECTOR Northwest Oregon Transit Access Project

Stop #9 – U.S. Highway 101 and Avenue A – Seaside

Existing Conditions

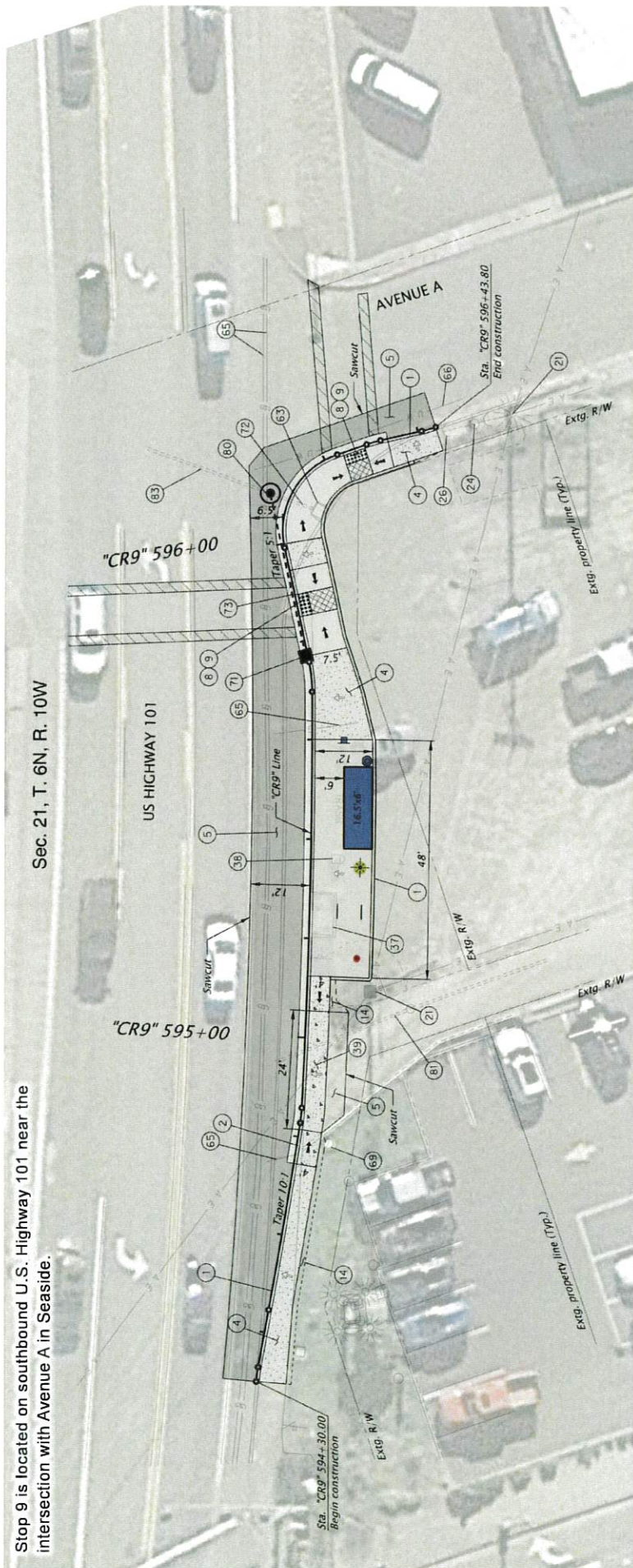


Figure 8. Stop #9 site, looking west

October 2018 - Google Street View

Stop #9 is located on the northwest corner of Highway 101 and Avenue A in Seaside. The existing transit stop has a shelter, signage, and trash receptacle, however, it does not include an ADA accessible boarding and alighting area. The proposed transit stop includes a bus pull-out, an ADA accessible boarding/alighting area, amenities, and a sidewalk connection to the intersection with ADA accessible curb ramps.

Stop 9 is located on southbound U.S. Highway 101 near the intersection with Avenue A in Seaside.



Sec. 21, T. 6N, R. 10W

US HIGHWAY 101

AVENUE A

"CR9" 596+00

"CR9" 595+00

Sta. "CR9" 594+30.00
Begin construction

KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 8 Const. curb ramp (parallel)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 14 Seed with grass
- 21 Preserve and protect extg. utility pole
- 24 Preserve and protect extg. hydrant
- 25 Preserve and protect extg. guy wire
- 37 Remove extg. bus shelter
- 38 Remove extg. trash receptacle
- 39 Const. driveway, fully lowered sidewalk
- 63 Remove extg. inlet
- 65 Protect extg. gas line
- 66 Protect extg. water line
- 69 Preserve and protect extg. utility box
- 71 Const. inlet
- 72 Remove extg. storm pipe
- 73 Const. storm pipe
- 80 Const. Manhole
- 81 Preserve and protect sanitary pipe
- 83 Preserve and protect storm pipe

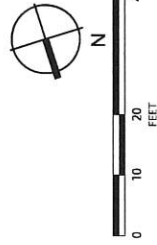
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #9 - Seaside

Sunset Empire Transportation District

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

October 31, 2019 23

Stop #10 – U.S. Highway 101 and South 3rd Avenue (Northbound) and Stop #11 – U.S. Highway 101 and South 3rd Avenue (Southbound) – Rockaway Beach

Existing Conditions



Figure 9. Stop #10 site (northbound), looking south October 2018 - Google Street View

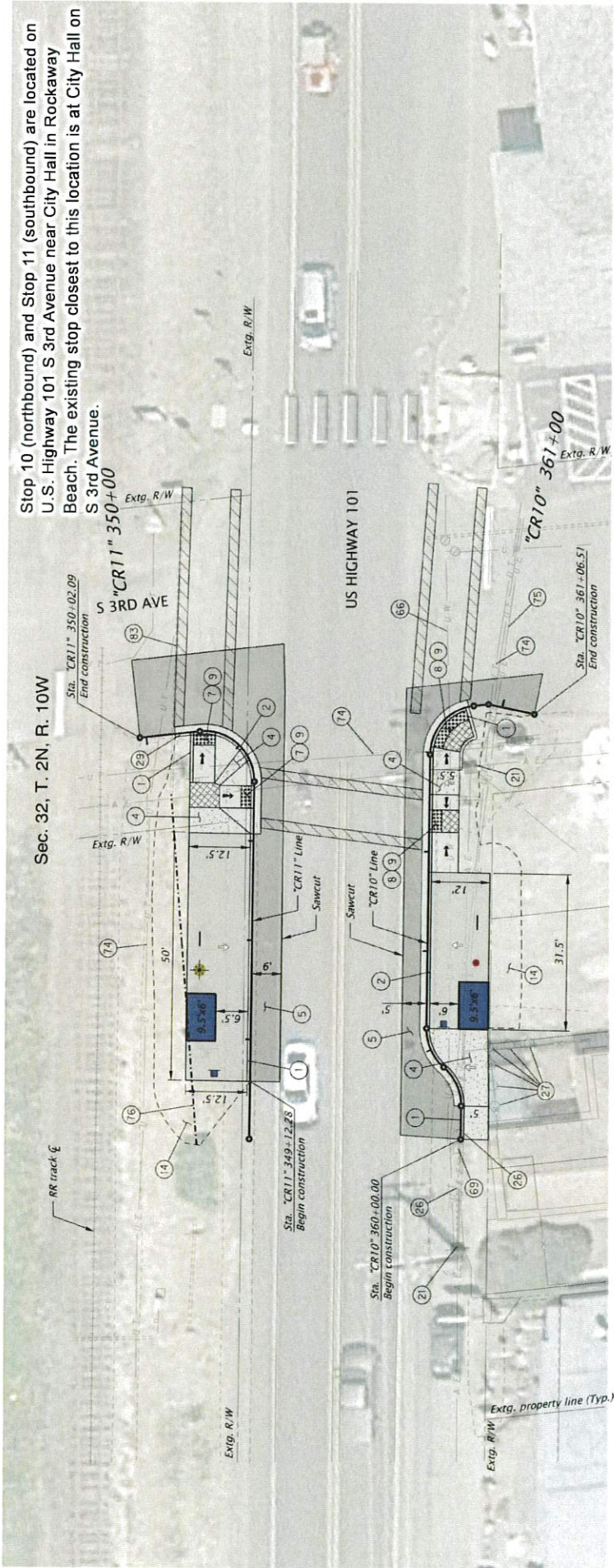
Existing Conditions



Figure 10. Stop #11 site (southbound), looking southwest October 2018 - Google Street View

Stop #10 and Stop #11 are located on the southeast (northbound) and southwest (southbound) corners, respectively, of the intersection of Highway 101 and South 3rd Avenue in Rockaway Beach. The existing stop is located at the northwest corner of Anchor Street and South 3rd Avenue; both the northbound and southbound buses use this stop location. The proposed transit stops will be moved west to Highway 101. Both stops include a raised passenger waiting, boarding/alighting area, transit stop amenities, a sidewalk connection to the intersection, and ADA accessible curb ramps. The proposed stop designs are intended to accommodate the future “rail-with-trail” Salmonberry Trail alignment.

Stop #10 (the proposed northbound stop location) is not currently improved.



Stop 10 (northbound) and Stop 11 (southbound) are located on U.S. Highway 101 S 3rd Avenue near City Hall in Rockaway Beach. The existing stop closest to this location is at City Hall on S 3rd Avenue.

Sec. 32, T. 2N, R. 10W

KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 8 Const. curb ramp (parallel)

- 9 Const. truncated dome detectable warning surface, safety yellow
- 14 Seed with grass
- 21 Preserve and protect extg. utility pole
- 26 Preserve and protect extg. guy wire
- 27 Preserve and protect extg. bollard
- 29 Const. curb ending

- 66 Protect extg. water line
- 69 Preserve and protect extg. utility box
- 74 Protect extg. telephone line
- 75 Protect extg. electric line
- 76 Extend extg. storm pipe
- 83 Preserve and protect extg. storm pipe

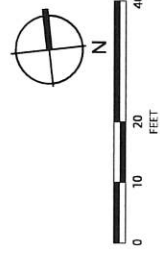
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (NB - 1 bench) (SB - 1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #10 & #11 - Rockaway Beach at S 3rd Ave
 Tillamook County Transportation District
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

Stop #12 – U.S. Highway 101 and North 3rd Avenue (Northbound) and Stop #13 – U.S. Highway 101 and North 3rd Avenue (Southbound) – Rockaway Beach

Existing Conditions



*Figure 11. Stop #12 (northbound), looking northeast
October 2018 - Google Street View*

Existing Conditions

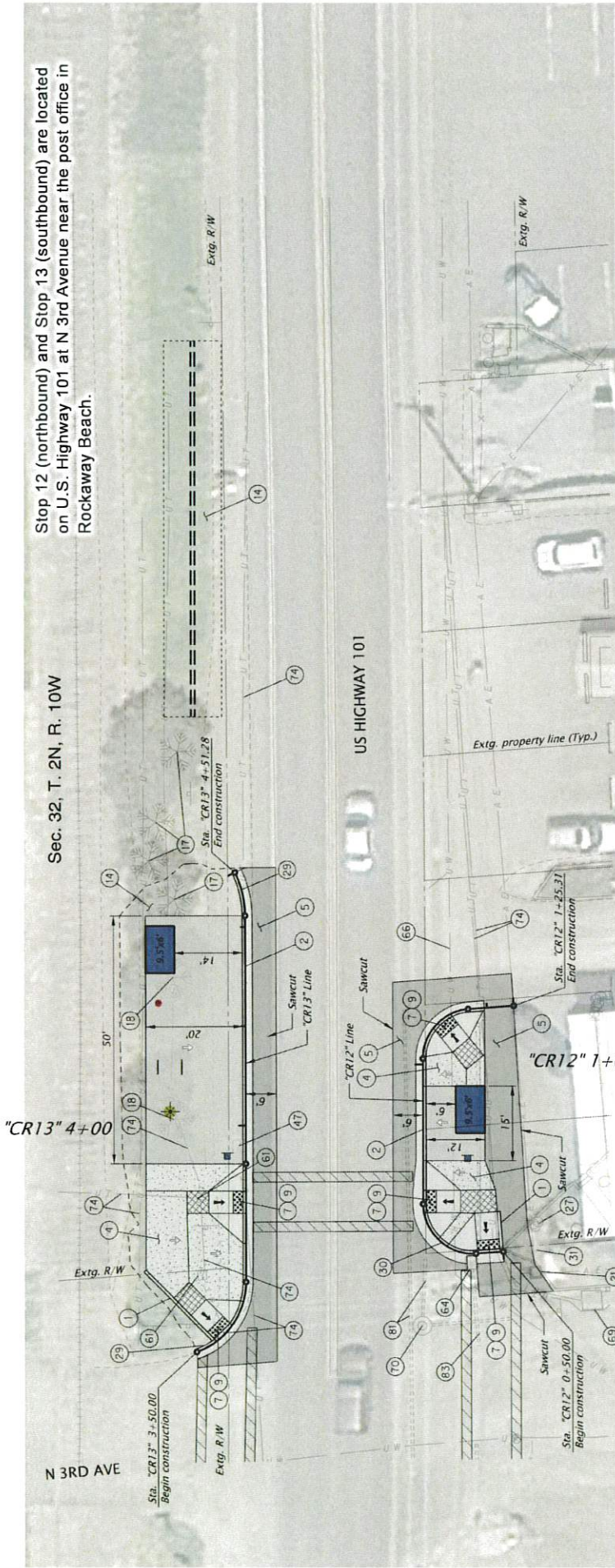


*Figure 12. Stop #13 (southbound), looking southeast
October 2018 - Google Street View*

Stop #12 and Stop #13 are located on the northeast corner and northwest corners, respectively, of the intersection of Highway 101 and North 3rd Avenue in Rockaway Beach. The existing stop locations have no improvements or amenities and passengers board and alight on existing asphalt. The proposed transit stops include a raised passenger waiting and boarding/alighting area, transit stop amenities, a sidewalk connection to the intersection, and ADA accessible curb ramps. The proposed stop designs are intended to accommodate the future "rail-with-trail" Salmonberry Trail alignment.

Stop 12 (northbound) and Stop 13 (southbound) are located on U.S. Highway 101 at N 3rd Avenue near the post office in Rockaway Beach.

Sec. 32, T. 2N, R. 10W



KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 14 Seed with grass
- 17 Preserve and protect extg. tree
- 19 Remove extg. tree
- 21 Preserve and protect extg. utility pole
- 27 Preserve and protect extg. bollard
- 29 Const. curb ending
- 30 Const. curb and gutter - 32" width
- 31 Adjust extg. planter
- 47 Adjust extg. signal box
- 61 Adjust extg. utility box to finished grade
- 64 Preserve and protect extg. inlet
- 66 Protect extg. water line
- 69 Preserve and protect extg. utility box
- 70 Preserve and protect extg. manhole
- 74 Protect extg. telephone line
- 76 Extend extg. storm pipe
- 81 Preserve and protect sanitary pipe
- 83 Preserve and protect extg. storm pipe

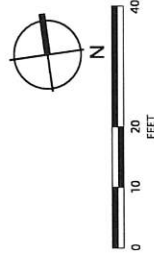
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (NB - 1 bench) (SB - 1 bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #12 & 13 - Rockaway Beach at N 3rd Ave
 Tillamook County Transportation District
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

October 31, 2019 27

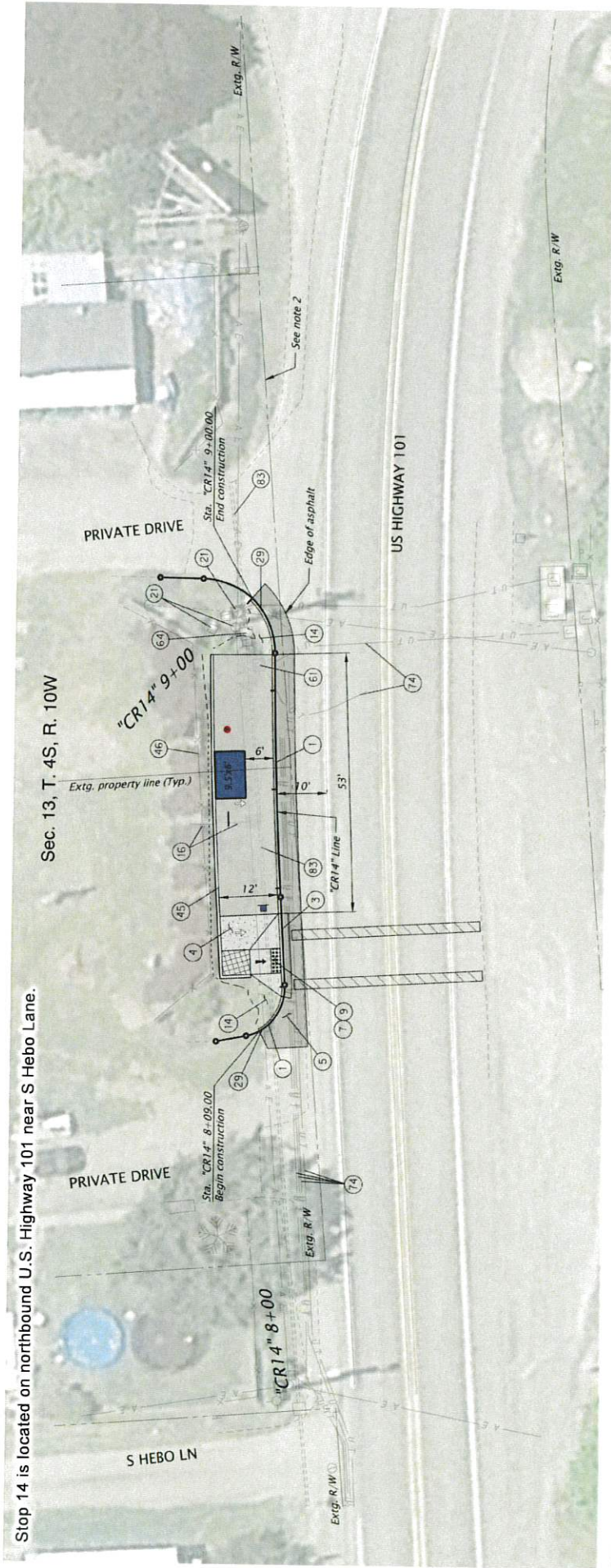


Figure 13. Stop #14, looking east

May 2018 - Google Street View

Stop 14 is located along the south side of Highway 101 just west of South Hebo Lane in Hebo. The existing transit stop has no amenities or accessible facilities and passengers are boarding/alighting in dirt and grass. The proposed transit stop includes a raised passenger waiting, boarding, and alighting area with amenities, a sidewalk connection to an ADA accessible curb ramp, and a crossing to the opposite side of Highway 101.

Stop 14 is located on northbound U.S. Highway 101 near S Hebo Lane.



KEY NOTES

- 1 Const. standard curb
- 3 Const. curb and gutter - 30" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow

- 14 Seed with grass
- 16 Remove extg. sign
- 21 Preserve and protect extg. utility pole and light
- 29 Const. curb ending
- 45 Const. variable height, tall curb (E=14" max.)
- 46 Preserve and protect extg. fence

- 61 Adjust utility box
- 64 Preserve and protect extg. inlet
- 74 Protect extg. telephone line
- 83 Preserve and protect extg. storm pipe

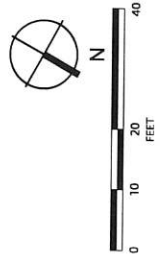
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
 1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.
 2. Additional survey investigation is needed to identify the limits of existing R/W. The lines shown are approximate.



October 31, 2019 29

Stop #14 - Hebo
 Tillamook County Transportation District
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

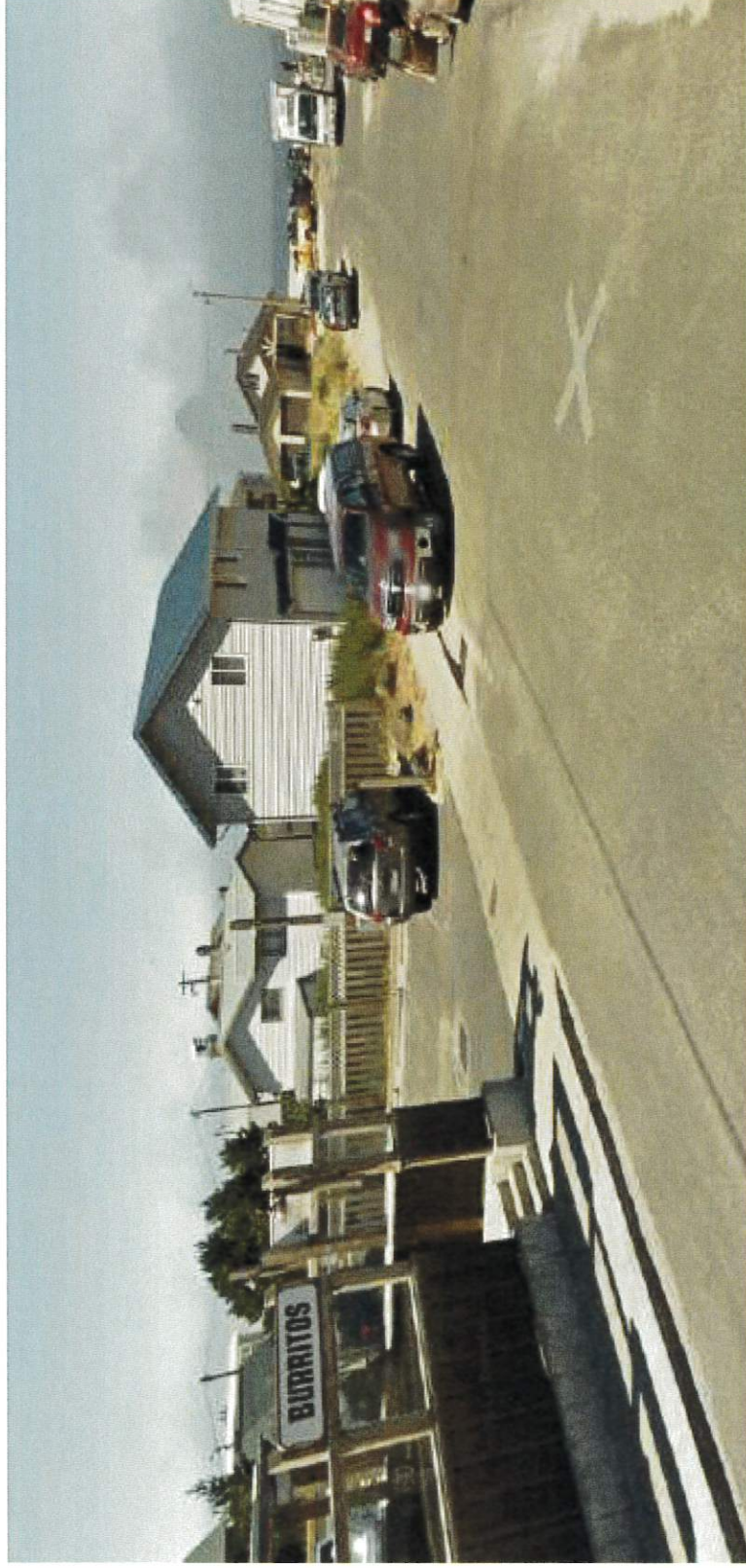
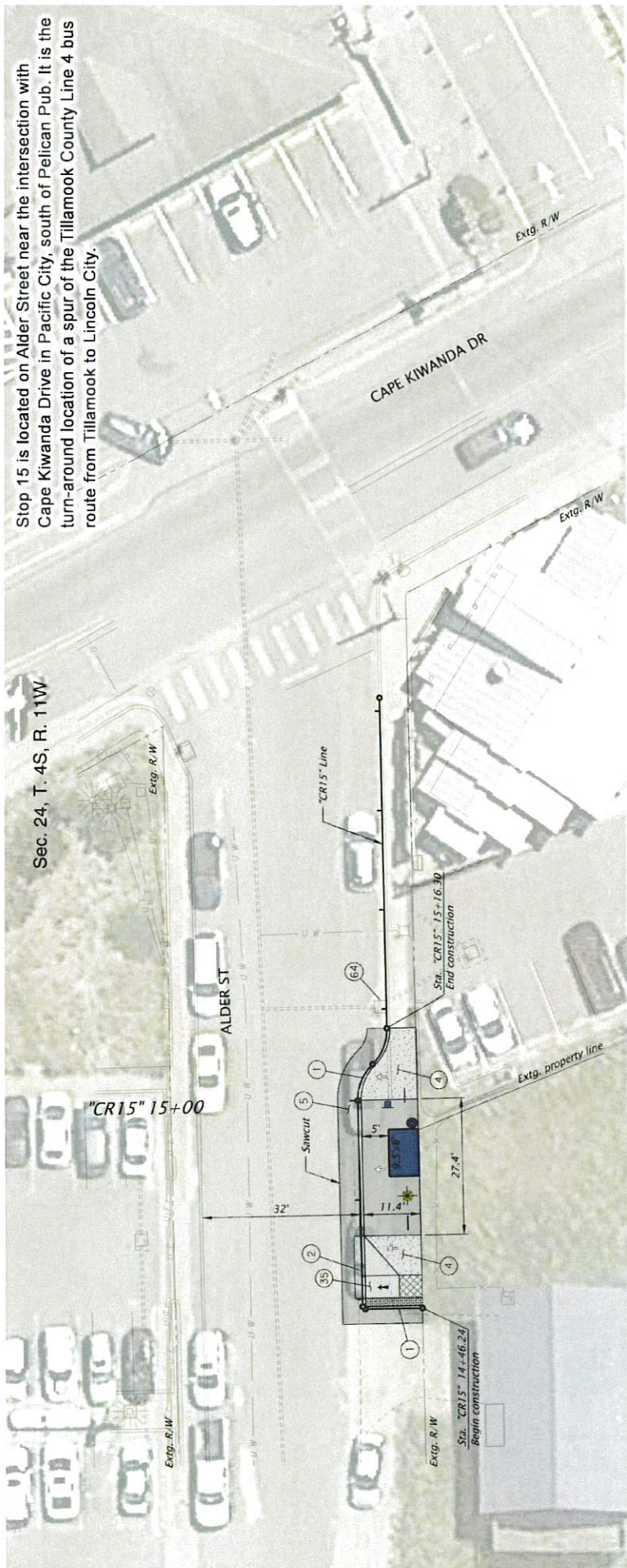


Figure 14. Stop #15, looking west

August 2013 - Google Street View

Stop #15 is located on Alder Street just west of Cape Kiwanda Drive in Pacific City. The existing transit stop has no amenities; passengers board and alight from the street near the intersection of Alder Street and Cape Kiwanda Drive. The proposed transit stop (slightly west of the existing stop location) includes a raised passenger waiting and boarding/alighting area, sidewalk connection to existing sidewalk, and an ADA accessible curb ramp.



Stop 15 is located on Alder Street near the intersection with Cape Kiwanda Drive in Pacific City, south of Pelican Pub. It is the turn-around location of a spur of the Tillamook County Line 4 bus route from Tillamook to Lincoln City.

Sec. 24, T. 4S, R. 11W

KEY NOTES

- ① Const. standard curb
- ② Const. curb and gutter - 24" width
- ④ Const. P.C. conc. sidewalk
- ⑤ Const. ACP
- ⑥ Const. curb ramp (sidewalk end)
- ⑥A Preserve and protect extg. inlet

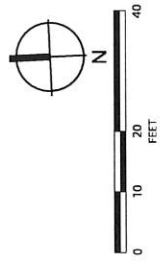
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.
- Textured concrete

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
 1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #15 - Pacific City
 Tillamook County Transportation District
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

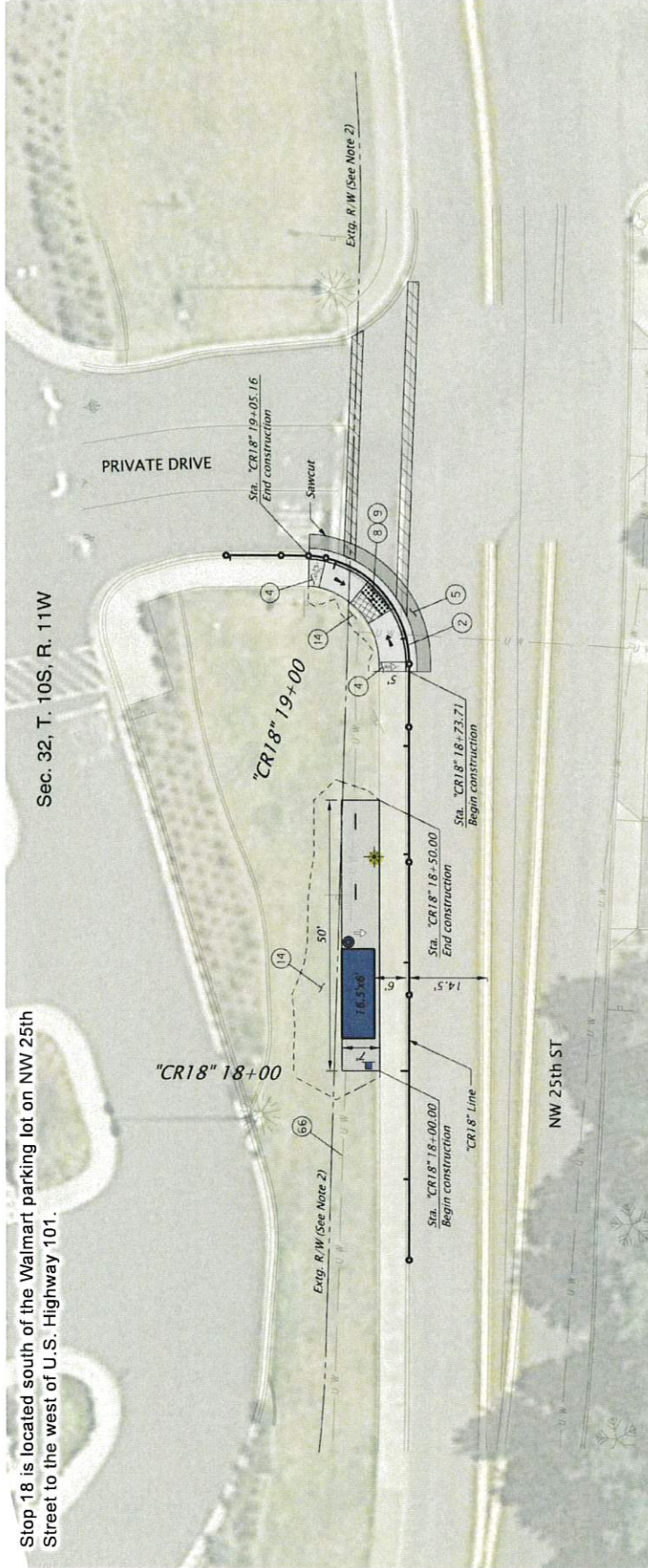


Figure 15. Stop #18, looking north

July 2012 - Google Street View

Stop #18 is located on Northwest 25th street just west of Highway 101 in Newport. The existing transit stop was originally at the front of Walmart; the stop has since been moved out to the street, though only a sidewalk is currently present. The proposed transit stop includes a fully accessible passenger waiting, boarding and alighting area, and an accessible curb ramp at the intersection.

Stop #18 is located south of the Walmart parking lot on NW 25th Street to the west of U.S. Highway 101.



KEY NOTES

- (2) Const. curb and gutter - 24" width
- (4) Const. P.C. conc. sidewalk
- (5) Const. ACP
- (8) Const. curb ramp (parallel)
- (9) Const. truncated dome detectable warning surface, safety yellow
- (14) Seed with grass
- (66) Preserve and protect extg. sign protect extg. water line

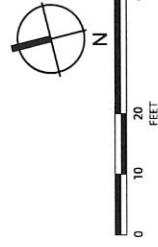
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (8 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
 1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.
 2. Existing R/W was not surveyed. The line shown is from Lincoln County tank data and is approximate.



Stop #18 - Newport North
 Lincoln County Transit
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

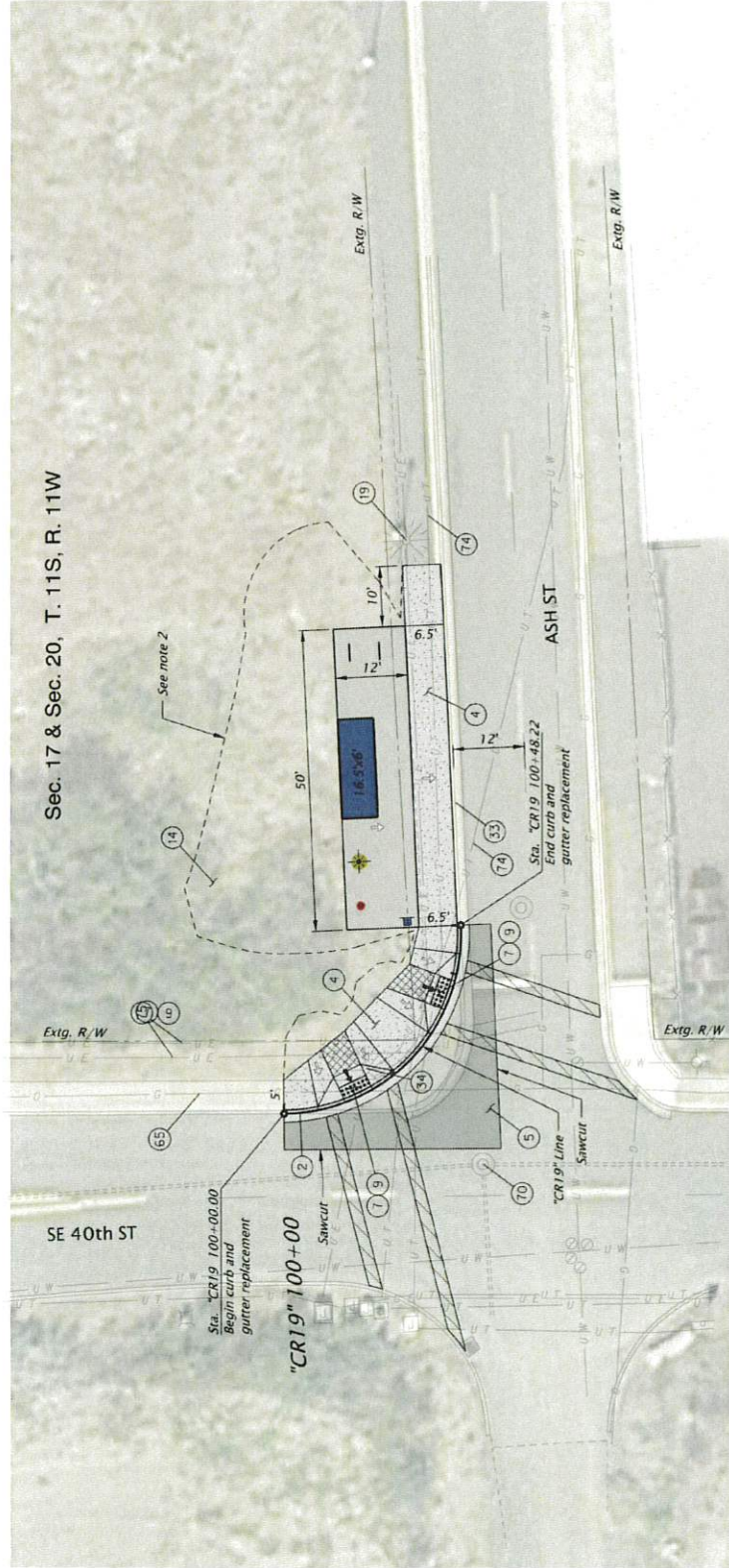


Figure 16. Stop #19, looking northeast

August 2012 - Google Street View

Stop #19 is located on the northwest corner of the intersection of Southeast Ash Street and Southeast 40th Street in Newport. The existing transit stop is located on U.S. Highway 101. The proposed stop location is intended to serve multiple bus routes and serve as a transfer location between local and regional routes. The proposed transit stop includes a raised passenger waiting, boarding, and alighting area with amenities, a sidewalk connection to the intersection, and a new accessible curb ramp.

Stop 19 serves as a transfer point between the regional bus network and a local circulator which serves the Oregon Coast Community College. It is presently a flag stop on U.S. Highway 101. It would be relocated to the west side of Ash Street just north of the intersection with SE 40th Street.



KEY NOTES

- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 14 Seed with grass
- 19 Preserve and protect extg. light pole
- 33 Preserve and protect extg. curb and gutter
- 34 Relocate extg. light pole and wiring
- 65 Protect extg. gas line
- 70 Preserve and protect extg. manhole
- 74 Protect extg. telephone line
- 75 Protect extg. electric line

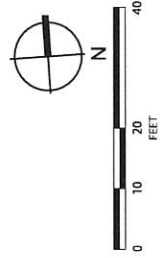
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
 1. Existing items, excluding traffic control devices, that are not designated for removal, repair, or other action shall be preserved and protected.
 2. The top of fill exceeds the boundary of proposed survey that was collected for this project. The line shown is conceptual and may not be accurate.



Stop #19 - Newport South
 Lincoln County Transit

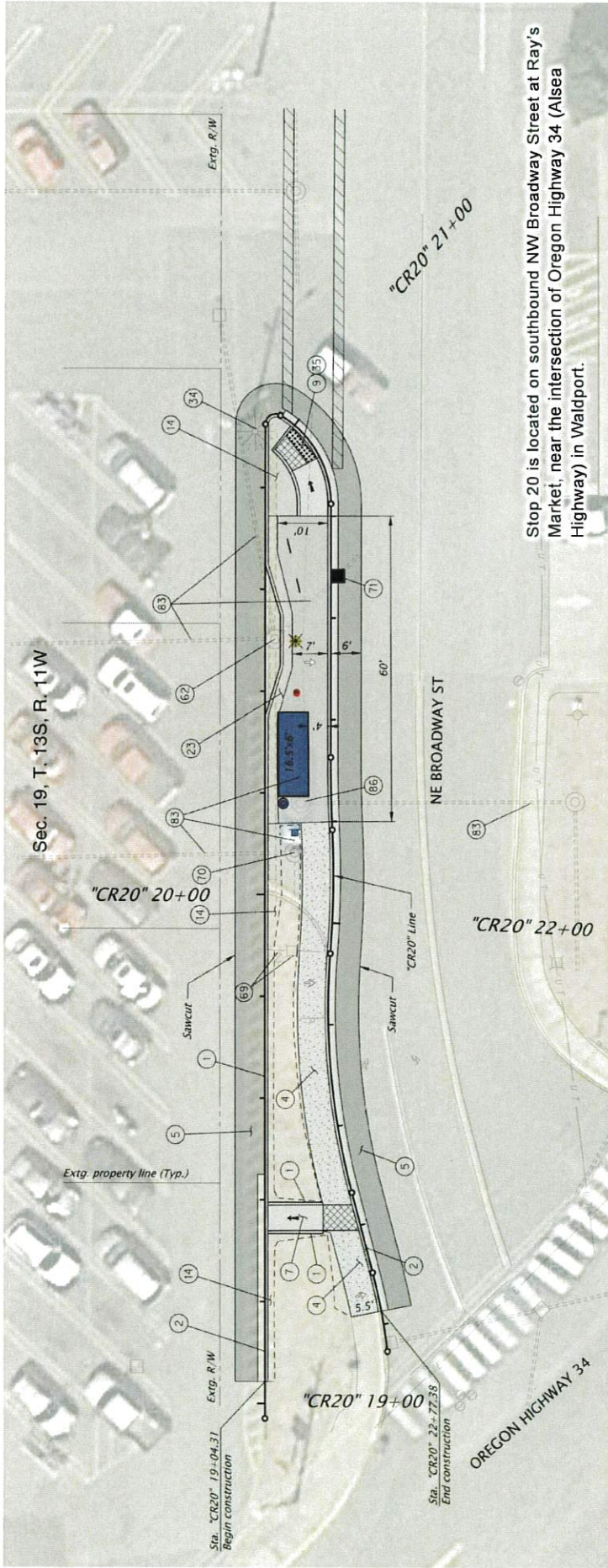
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project



Figure 17. Stop #20, looking northwest

October 2018 - Google Street View

Stop #20 is located on the northwest corner of Northwest Broadway Street and Oregon Highway 34 in Waldport. The existing transit stop has no amenities or accessible facilities; passengers board and alight in the grass. The proposed transit stop includes a raised passenger waiting, boarding, and alighting area with amenities, and a sidewalk connection to existing sidewalk at the corner. A new ADA accessible ramp will be provided to the north.



Stop 20 is located on southbound NW Broadway Street at Ray's Market, near the intersection of Oregon Highway 34 (Aalsea Highway) in Waldport.

KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 14 Seed with grass as specified
- 23 Const. concrete slope
- 34 Relocate extg. light pole and wiring
- 35 Const. curb ramp (Sidewalk end)
- 62 Adjust extg. inlet
- 69 Preserve and protect extg. utility box

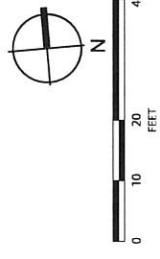
LEGEND

- 70 Preserve and protect extg. manhole
- 71 Const. Inlet
- 83 Preserve and protect extg. storm pipe
- 85 Adjust extg. manhole
- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop Shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #20 - Waldport
Lincoln County Transit
Transit Stop Concepts
nwCONNECTOR Northwest Oregon Transit Access Project

Stop #21a – U.S. Highway 20 Westbound and North 14th Street – Philomath

Existing Conditions

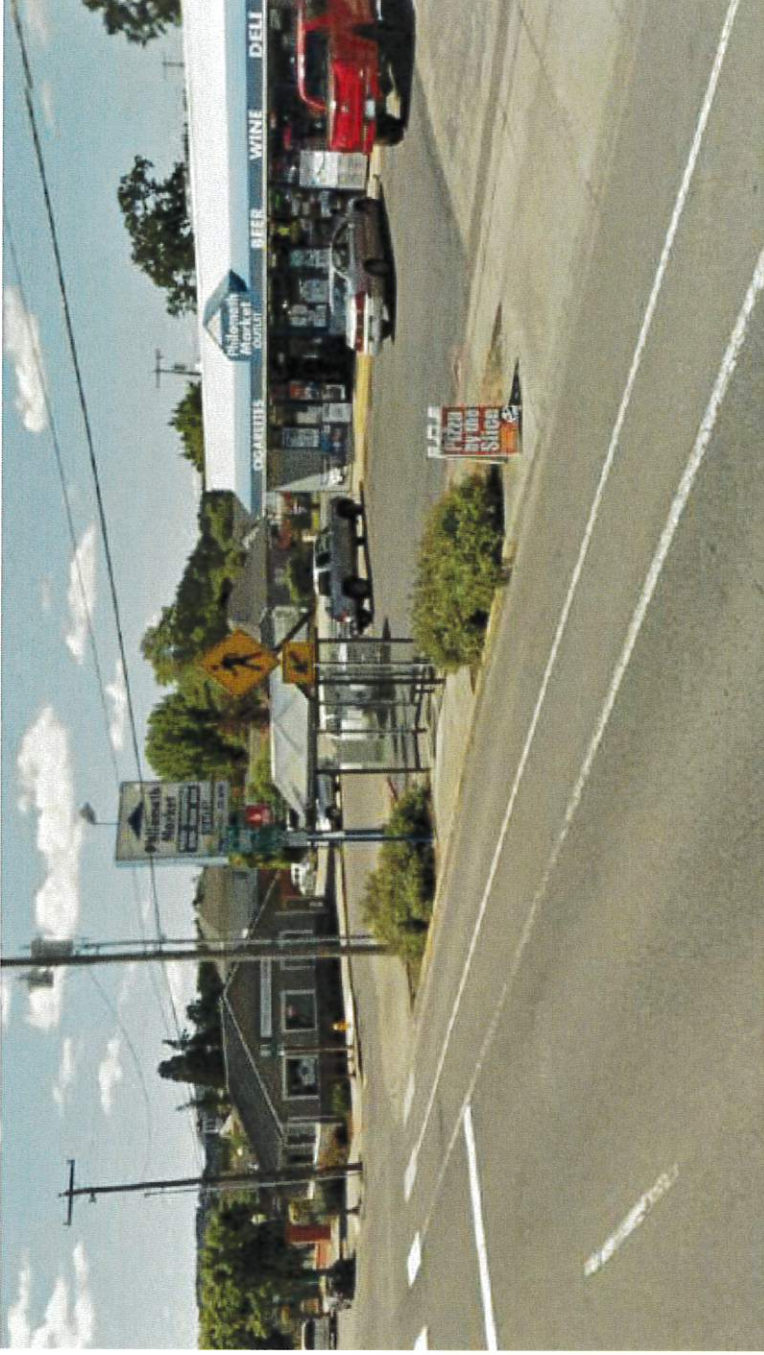
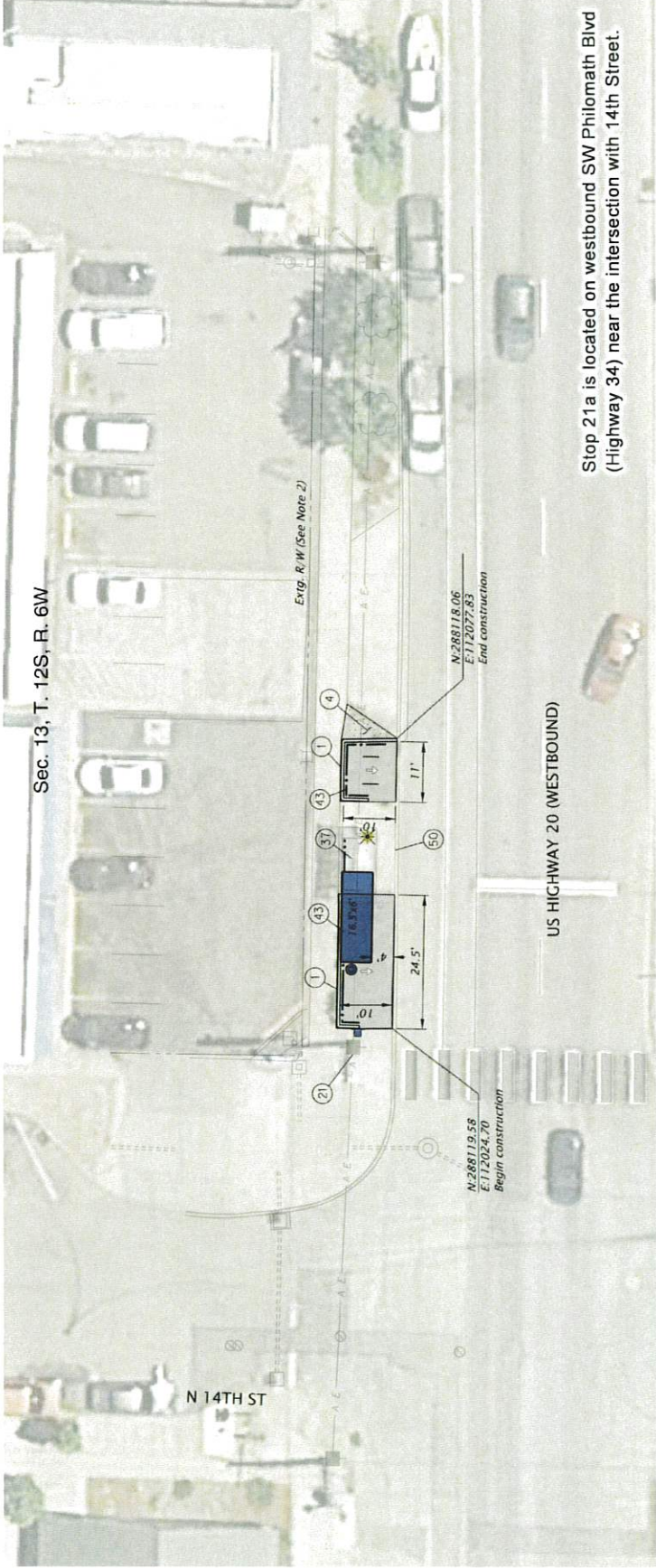


Figure 18. Stop #21a, looking northwest

June 2018 - Google Street View

Stop #21a is located on the northeast corner of Highway 20 and North 14th Street. The existing transit stop has a bus shelter with a concrete passenger boarding and alighting area. The proposed transit stop includes expanding the transit stop to include additional amenities and replacing the shelter.



KEY NOTES

- (1) Const. standard curb
- (4) Const. P.C. conc. sidewalk
- (21) Preserve and protect extg. utility pole
- (37) Remove extg. bus shelter
- (43) Const. handrail
- (50) Preserve and protect existing curb

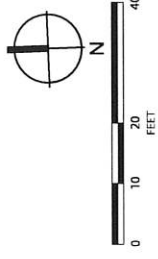
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

- Notes:**
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.
 2. Existing B/W areas not surveyed. The lines show areas traced from Benton County taxlot data and are approximate.



Stop #21a - Philomath at US20 & 14th St (WB)

Benson County Transportation

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

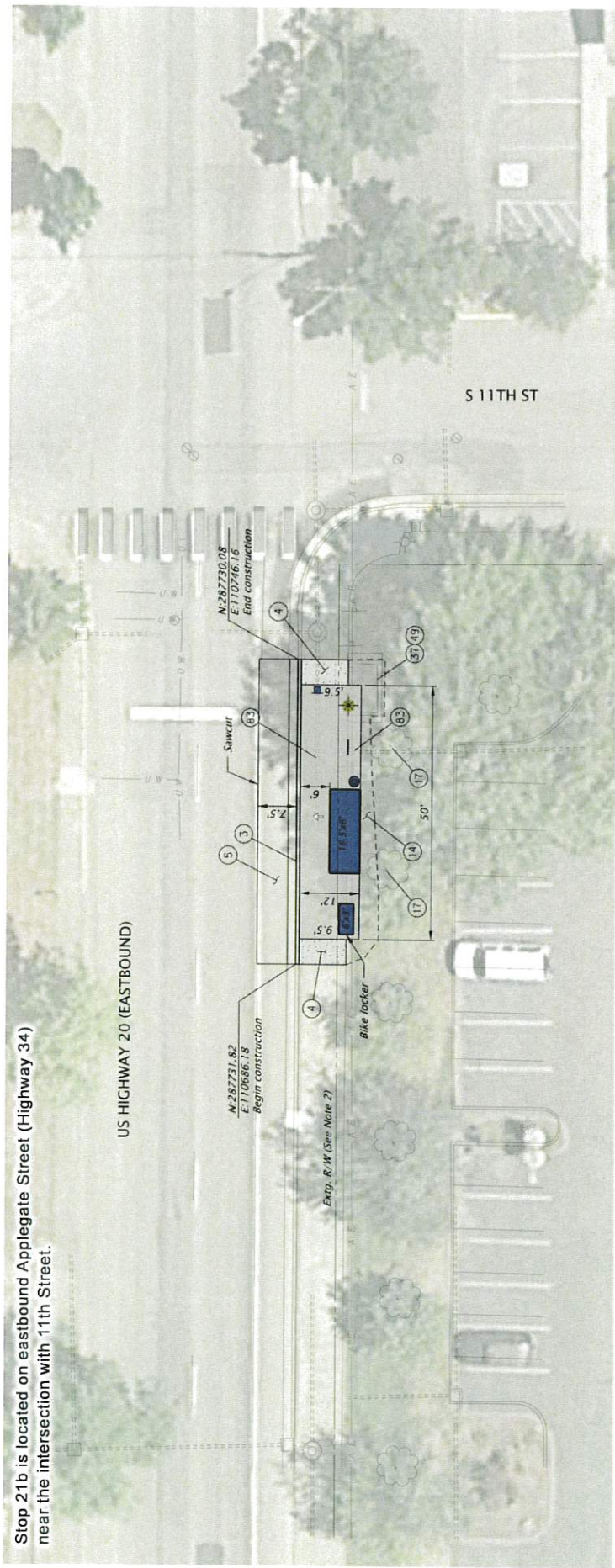


Figure 19. Stop # 21b, looking southeast

June 2018 - Google Street View

Stop #21b is located on the southwest corner of Highway 20 and North 14th Street. The existing transit stop has a shelter with insufficient space for ADA accessibility. The proposed transit stop includes an ADA accessible concrete boarding and alighting area including amenities and replacing the shelter.

Stop 21b is located on eastbound Applegate Street (Highway 34) near the intersection with 11th Street.



KEY NOTES

- 3) Const. curb and gutter - 30' width
- 4) Const. P.C. conc. sidewalk
- 5) Const. ACP
- 14) Seed with grass
- 17) Preserve and protect extg. tree
- 37) Remove extg. bus shelter

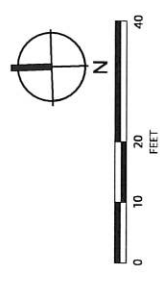
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (2 Benches)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
 1. Existing items, excluding traffic control devices, that are not designated for removal, repair, or other action shall be preserved and protected.
 2. Existing R/W was not surveyed. The lines shown were faced from Benton County taxlot data and are approximate.



Stop #21b - Philomath at US20 & 11th St (EB)
 Benton County Transportation
Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

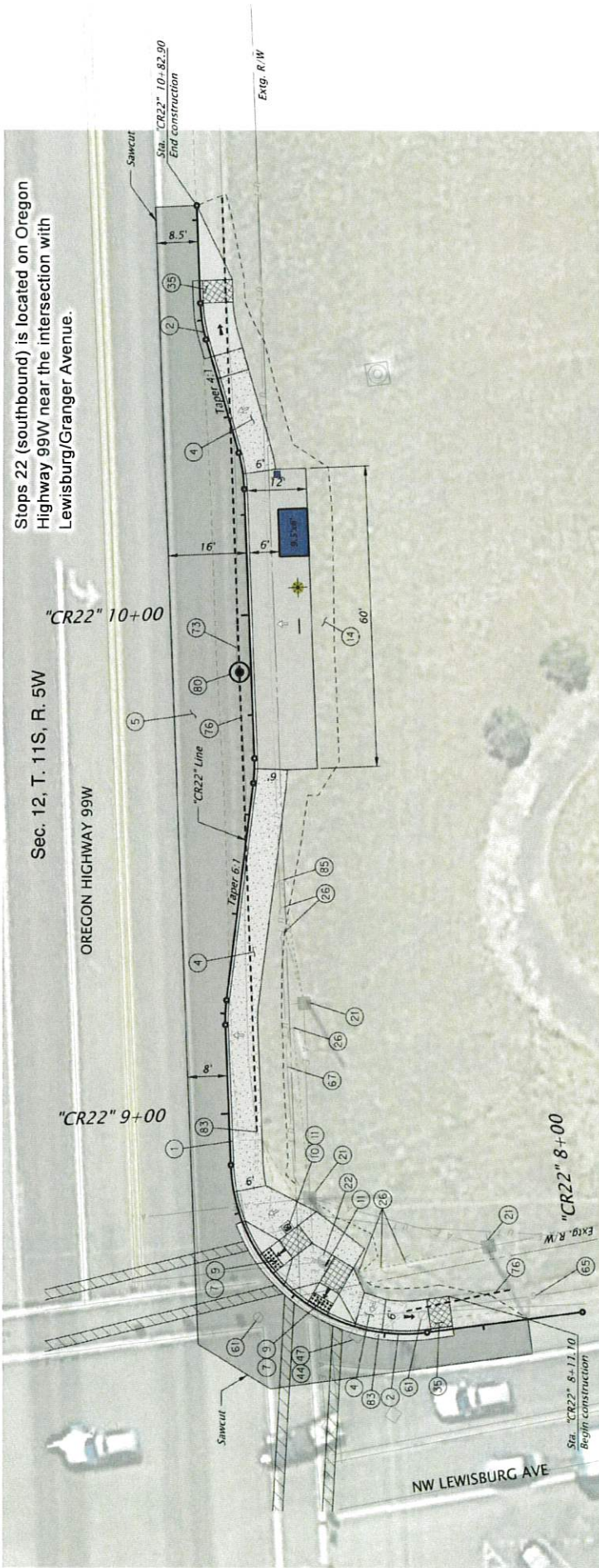




Figure 20. Stop #22, looking south

June 2019 - Google Street View

Stop #22 is located on the southwest corners of Highway 99W and Northwest Lewisburg Avenue in Lewisburg. The existing stop has no improvements or amenities and passengers board and alight either on dirt or on roadway shoulders. The proposed transit stop includes a bus pull-out, passenger boarding and alighting area, amenities, a sidewalk connection to the intersection, and ADA curb ramps at the signal.



Stops 22 (southbound) is located on Oregon Highway 99W near the intersection with Lewisburg/Granger Avenue.

Sec. 12, T. 11S, R. 5W

"CR22" 10+00

"CR22" 9+00

"CR22" 8+00

NW LEWISBURG AVE

OREGON HIGHWAY 99W

KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 10 Const. pushbutton pole
- 11 Const. standard pedestrian pushbutton
- 14 Seed with grass
- 21 Preserve and protect extg. utility pole
- 22 Preserve and protect extg. overhead signal
- 25 Preserve and protect extg. guy wire
- 35 Const. curb ramp (sidewalk end)
- 41 Adjust signal loop detectors
- 47 Adjust extg. signal box
- 61 Adjust extg. utility box to finished grade
- 65 Protect extg. gas line
- 67 Protect extg. fiber optic
- 73 Const. storm pipe
- 75 Extend extg. storm pipe
- 80 Const. new manhole
- 83 Preserve and protect extg. storm pipe
- 85 Adjust extg. guy wire

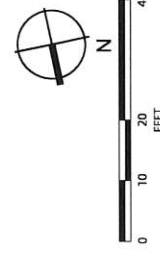
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #22 - Lewisburg at OR99W & Granger Ave (SB)

Benton County Transportation

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project



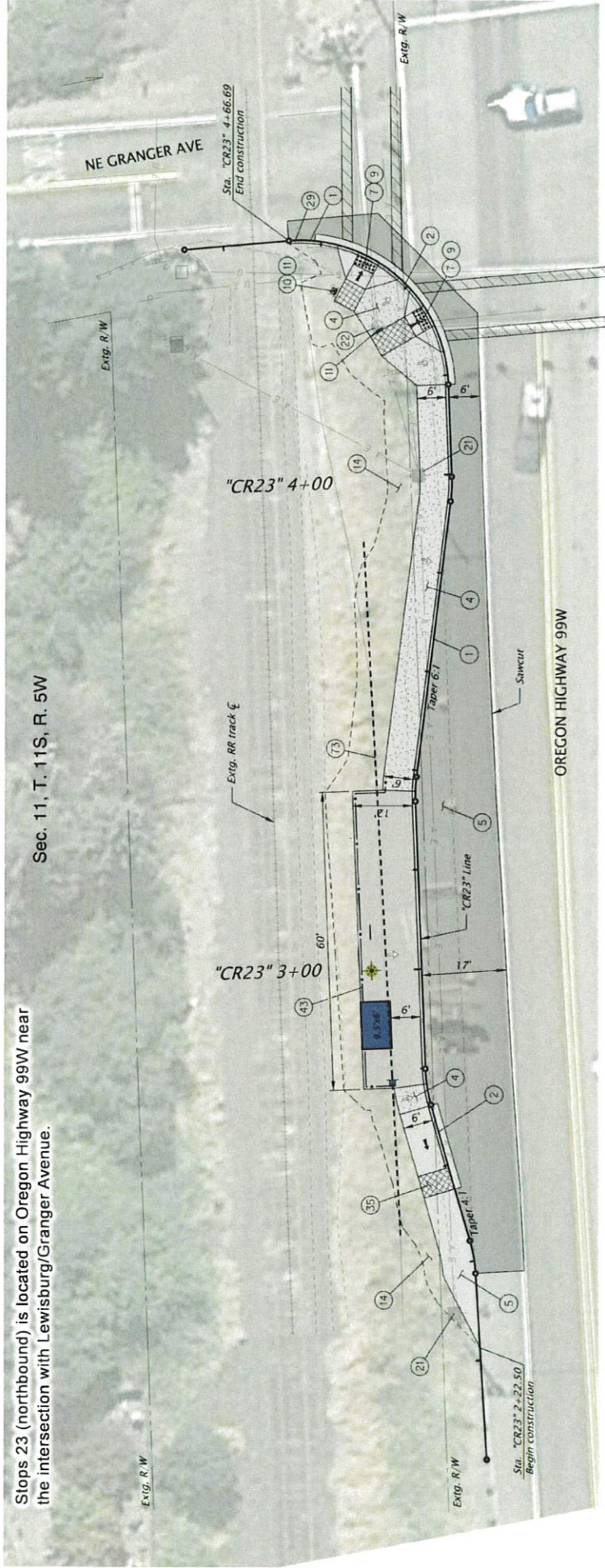
Figure 21. Stop #23, looking north

June 2019 - Google Street View

Stop #23 is located on the northeast corner of Highway 99W and Northwest Lewisburg Avenue in Lewisburg. The existing stop has no improvements or amenities and passengers board and alight either on dirt or on roadway shoulders. The proposed transit stop includes a bus pull-out, passenger boarding and alighting area, amenities, a sidewalk connection to the intersection, and ADA curb ramps at the signal.

Stops 23 (northbound) is located on Oregon Highway 99W near the intersection with Lewisburg/Granger Avenue.

Sec. 11, T. 11S, R. 5W



KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 7 Const. curb ramp (perpendicular)
- 9 Const. truncated dome detectable warning surface, safety yellow
- 10 Const. pushbutton pole
- 11 Const. standard pedestrian pushbutton
- 14 Seed with grass
- 21 Preserve and protect extg. utility pole
- 22 Preserve and protect extg. signal pole
- 29 Const. curb ending
- 35 Const. curb ramp (sidewalk end)
- 43 Const. handrail
- 73 Const. storm pipe

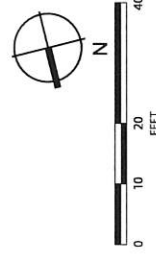
LEGEND

- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:
1. Existing items, excluding traffic control devices, that are not designated for removal, reset, or other action shall be preserved and protected.



Stop #23 - Lewisburg at OR99W & Granger Ave (NB)
Benton County Transportation

Transit Stop Concepts

nwCONNECTOR Northwest Oregon Transit Access Project

Stop #24 – Adair Village

Existing Conditions



Figure 22. Stop # 24, looking north

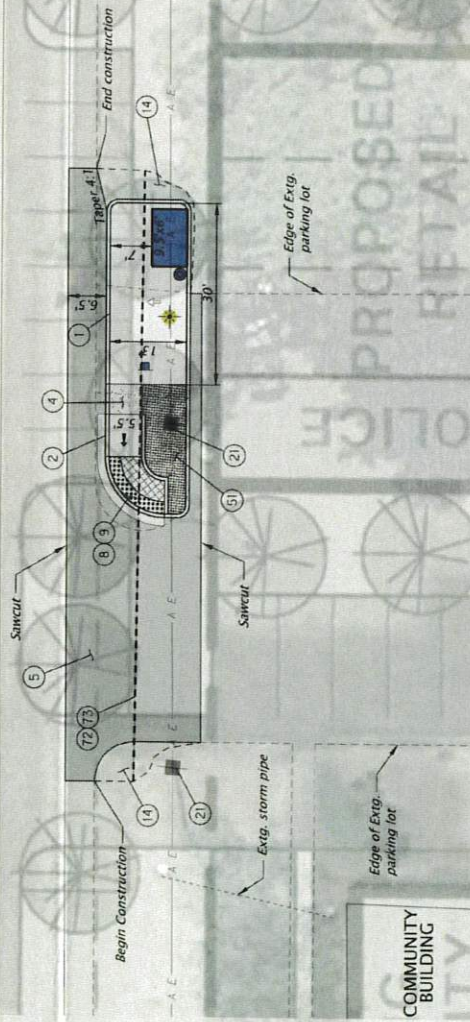
December 2017

The Adair Village stop is located on William Carr Avenue adjacent to City Hall. The bus stop has a shelter located off the street in the parking lot for City Hall; the bus stops out on the street. There is no ADA accessible path from the shelter to the street and no sidewalks present on William Carr Avenue.

Sec. 13, T. 3N, R. 2W

Stops 24 is currently located on William R. Carr Avenue near the intersections with Vandenberg Avenue, at a convenience store in Adair Village. The proposed stop location is located at Adair Village City Hall and Community Center in Adair Village.

NW WILLIAM R CARR ST



KEY NOTES

- 1 Const. standard curb
- 2 Const. curb and gutter - 24" width
- 4 Const. P.C. conc. sidewalk
- 5 Const. ACP
- 8 Const. curb ramp (parallel)
- 9 Const. truncated dome detectable warning surface, safety yellow

LEGEND

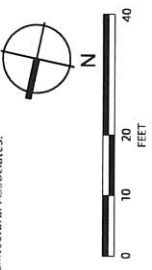
- Sidewalk
- Turning space, 1.5% max. both directions
- Truncated dome detectable warning surface
- Marked or intended crossing location
- Bus stop area
- Driveway
- Slope 1.5% max.
- Slope 7.5% max.
- Textured concrete

BUS STOP LEGEND

- Bus stop shelter (1 Bench)
- Bus stop ID sign
- Light pole
- Bike rack
- Trash receptacle
- Bike repair station

Notes:

1. Existing items, excluding traffic control devices, that are not designated for removal, repair, or other action shall be preserved and protected.
2. Existing ground that has not been surveyed at this location, all linework and dimensions are conceptual.
3. The proposed site plan background is dated November 15, 2010 of the city of Adair Village Civic Master Plan produced by Donald B. Driscoll, AIA Architectural Associates.



Stop #24 - Adair Village
 Benton County Transportation
Transit Stop Concepts
 nwCONNECTOR Northwest Oregon Transit Access Project

October 31, 2019 47



Tillamook County Transportation District

"Connecting the community through sustainable transit services"

DATE: April 20, 2023
TO: TCTD Board of Directors
FROM: Brian Vitulli, General Manager
SUBJECT: GENERAL MANAGER REPORT

Administration/Coordination

- Hosted and attended April 14 NWOTA meeting.
- Attended March 23 ODOT open house in Tillamook to gather feedback on the draft 2024-2027 Statewide Transportation Improvement Program (STIP). This is ODOT's capital improvement plan that is revised every three years to identify where they will invest federal and state transportation dollars. This draft list of projects prioritizes accessibility; helping people safely walk, bike, and take public transit; and system preservation. Comments on the draft program will be accepted through April 28. Sample projects in Tillamook County include:
 - Installing NEVI (National Electric Vehicle Infrastructure) fast charging stations at 50-mile intervals between Washington and California state lines
 - Complete design of NW Oregon lighting & enhanced intersection warning project to reduce traffic incidents and increase safety
 - Complete design to rehabilitate US 101 Port of Tillamook Bay Railroad bridge
 - Dougherty Slough, Blum Lane, Prince bridge replacement
 - Complete design to improve intersection safety on OR 6 at Wilson River Loop (East)
 - Complete design to resurface OR 6 between milepost 4.4-9.0.
 - Upgrade and install new roadside barrier on OR 6 from Tillamook to US 26
- Met with Ride Connection representatives (Washington County) to discuss coordination efforts.
- Submitted dues to Oregon Transit Association to reestablish TCTD as a member. Checking status of memberships with APTA and CTAA.
- Internal meetings to review policies and procedures.
- Held several internal FY 2023-2024 Annual Budget development meetings. Met with Board Treasurer on April 14.

Planning & Development

- Met with Kittelson & Associates, Inc. on March 23 to get an update of our Coordinated Transportation and Human Services Plan. Work will restart on this plan once the contract is extended and approved by the Board as part of agenda item # 15.

- Meeting internally to discuss details for May 26 start-up date for seasonal Pacific City Shuttle service.
- Met with ODOT to discuss US 101 bus stop improvement project in Garibaldi.
- Provided feedback to ODOT PTD for their POINT NorthWest (Portland-Astoria) intercity bus route. They are adjusting the schedule to improve on-time performance and to maximize connections to other services, such as TCTD's Route 3 service to Cannon Beach.

Grant Funding

- Reviewing eligibility requirements for Tillamook Coast Visitors Association tourism signage grant.
- Coordinating with City of Tillamook Police Department to gauge interest in partnering for the *FY 2023 Law Enforcement Agency De-Escalation Grant* opportunity. De-escalation grants provide funding to state and local agencies to establish internal de-escalation, implicit bias, and duty to intervene training programs, purchase of VR/AR de-escalation training technology to support and maintain officers' de-escalation techniques.
- Vehicle procurement awarded to Schetky Northwest Sales, Inc., for manufacture of two, Category E1 Dial-a-Ride vehicles. Delivery is expected in November 2023.

Facility/Property Management

- Planning Solutions, Inc. submitted zoning clearance review permits to City of Tillamook for Transit Center and administrative office renovations.
 - Received approved zoning permits for both projects on April 6
 - Next step: Submit building permit applications (along with approved zoning permits and stamped plans) to Tillamook County Community Development Department
 - Drafting RFP and contract language
 - Developing project schedule

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, March 16, 2023 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minute



1. Call to Order: Board Chair Mary Johnson called the meeting to order at 6:00 pm.
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

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

TCTD Staff

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

Guest

Arla Miller, ODOT
Kathy Kleczek, NWTO
San SunOwen, CARE Oregon
Jim Heffernan, Citizen

4. **Announcements and Changes to Agenda:** GM Vitulli announced the following changes to the agenda:
Moving the General Managers Report to “State of the District Report”.

Moving Consent Item #17 to an Action Item.

5. **Public & Guest Comments:** None

6. **Executive Session:** None

STATE OF THE DISTRICT REPORT

7. **Financial Report:** FS Bond gave the following up-to-date financial report:
Financials are split into two items pages #1-5 which is credit card statement and page #67.

Did not do February Financials because of late invoicing and fuel report. Talked with Treasurer about this.

58% through the fiscal year.

Not received grant funding yet, hopeful it will be provided next month. Received formula but not grant reimbursement. Will help increase resources when received.

Dir. Adler asked about Tillamook Lodging Tax. FS Bond replied just renovation of the Transit Center but no reimbursement yet.

Dir. Adler asked about Pacific City payment. FS Bond said you will see this on next month's financials. \$25,000 for the summer, county pays for it. Dir. Hanenkrat added he believes it's TLT funds. Invoice was sent out at last meeting.

Tribe billing was late because we didn't know how to get numbers for Route 60/70X. It took us a while to get what's needed.

Payroll services are low.

Total expenses for year is 33%. All invoicing as far as we know.

Almost exactly hit resources with NWR (Northwest Rides).

Above purchase on reimbursement, a little bit over budget. Has a true partnership with CARE Oregon because they replace that money.

Have Umpqua Bank signature cards with me. Everyone here can sign cards tonight. Ryan, Umpqua Branch Manager apologized for the delay. This was just to remove Mike as IGM (Interim General Manager) and add Brian as GM (General Manager). There was miscommunication on this because of unknown process.

8. **Service Measure Performance Report:** GM Vitulli gave the following update:
Little change from December to January on page #6. Operating costs per hour decreased which is good news.

On page #7 you will see at the bottom that the percent change is trending in the right direction with PPO and CPH. PPH are increasing over 13%.

Our big service change started in January. Hopefully we will start to see the impacts of this in the April report. Interested to see what these numbers look like.

On page #8 ridership breakout for all services. Generally, ridership did improve. Route 2 is down from January 2022 to now. Dir. Adler added we reduced number of trips on Route 2.

Dir. Holm asked if there's a different way to view this information. GM Vitulli said these are good metrics to look at to track performance. Looking to present performance data using data visualization in the future. Historic trendlines will be easier to interpret.

9. **Northwest Oregon Transit Alliance:** GM Vitulli gave the following update:

GM Vitulli said he was not at last week's NWOTA meeting but the Alliance discussed potentially offering NWOTA passes to sell on Token Transit.

10. **NW Ride Brokerage:** BM Hooter ceded her time in the place of agenda item #17 – 2023 CPCCO Delegation Agreement.

11. **General Manager Report:** GM Vitulli provided the following updates:

Hosted and attended February NWOTA meeting. Met partners in person/virtually.

Met partners of counsel to see where we are, it has been beneficial.

Arla Miller has been working with us to help fund with bus stop improvements funded. Submit Letter of Support for that grant application.

Met with project team for Kiwanda Corridor Project to see the work that is occurring in Pacific City.

Coordinated with Amtrak liaison to ensure our January service changes were properly identified within their schedules.

Looking to reengage with OTA. Coordinating with OTA president

Attended ODOT's Policy Coordinating Committee's meeting on the Oregon Transportation Plan. This is the first update since 2006. A draft will be available soon. This plan will address drivers of change, such as climate change, social equity, a growing population over age 65, and new technologies.

Trying to get up to speed with Transit Center renovations, met with planning solutions. They are currently updating specifications. Looking to get those submitted for permits by next week.

Yamhill County Transit is updating their Coordinated Services Plan and reached out to us for surveying for benefits.

Highway 6 Wilson River Corridor Study. Submitted comments on safety from driver input.

Want to reengage with Kittleson & Associates on the District's Coordinated Transportation Plan but it has not happened yet, hope to report on this next month.

Article, rural America benefits from transit service, in Nebraska. Provided article. Similar to what we are facing here.

12. Miscellaneous:

GM Vitulli announced budget committee vacancies. On media and in the paper for recruitment. If we receive applications we will bring to you. FS Bond added that the meeting is in May, we usually only have one meeting. Natalie and I did research and it's a committee member for every board member, so we need 7. Dir. Hanenkrat asked if we can have 5 from the public. FS Bond replied it has to do with appointing of board, it's fine if we have 7 positions of governing board.

GM Vitulli asked about Board Photos on the wall of Admin building. Would love to have all the photos out there so it looks complete. Dir. Adler discussed the board getting pictures taken after board elections.

CONSENT CALENDAR

13. Motion to Approve the Minutes of February 16, 2023 Regular Board Meeting

14. Motion to Approve the January Financials and January Service Performance Report

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

Motion Passed

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

ACTION ITEMS

15. Resolution #23-06: Authorizing the Transfer of Budget Appropriations Within the Operations -General Fund for Fiscal Year 2022-2023

Motion by Dir. Adler to Approve Resolution #23-06: Authorizing the Transfer of Budget Appropriations Within the Operations -General Fund for Fiscal Year 2022-2023. Motion seconded by Dir. Johnson.

GM Vitulli discussed how this doesn't involve change in funds. It adds driver pool to dispatch pool with service change and improvements. Need more dispatchers to cover these improvements. The amended description shows change. There's no net change to budget, we are just shifting resources.

Motion Passed

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

16. Resolution #23-07: Authorizing the General Manager to Execute Intergovernmental Agreement Administering the Disadvantaged Business Enterprise Unified Certification Program

GM Vitulli said he was contacted by ODOT (Oregon Department of Transportation) civil rights about re-signing an agreement. It's something we have done in the past. Former agreement expired.

Motion by Dir. Holm to Approve Resolution #23-07: Authorizing the General Manager to Execute Intergovernmental Agreement Administering the Disadvantaged Business Enterprise Unified Certification Program. *Motion Seconded* by Dir. Adler.

Motion Passed

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

17. Authorize the General Manager to Execute 2023 CPCCO Delegation Agreement. GM Vitulli said yes, this is a motion to execute this agreement. San will be presenting this from Care Oregon.

San SunOwen gave quick highlights on terms that have changed. Revision process is to catch all federal and state language changes. Catch all downstream requirements. Major changes were attachment of business associates agreement, may have happened last year. Were two documents but now should be one stand alone document. Gas prices are staying high, and members have said it's not enough, included language to allow CCO and partnership to adjust mileage reimbursement for members. Has not been updated since the 90's. OHA is also updating; those will be passed through. CCO has moved beyond transformation space into more compliance, regulatory oversight. Staffing support with NWR willing to negotiate adding staff. Added contract language with staffing models as well as compensation negotiations if needed.

Dir. Holm asked about staffing levels. FS Bond added that page #16 outlines this. Having to respond to all audits, its cumbersome to do with staff doing other things. Dir. Holm asked if its a full or part time job. San SunOwen replied that it's not spelled out, part of ongoing annual discussion. Will fit into compensation terms if staffing costs needs to be adjusted. Helping NWR respond to audits is main goal. Not interested in dictating full or part time. Will work with you and NWR and see workload. Dir. Holm added that it's hard to recruit for that. Asked about repercussions if position isn't filled. San SunOwen replied that it's not about ability to fill position in terms proposed, its meeting compliance standards by CCO and OHA. We have had 9 months to fill Transportation Coordinator Position. We understand difficulty of filling positions. No negative repercussions in this agreement as of now. Will move forward in supporting.

Dir. Hanenkrat asked about needing another person in NWR Brokerage. FS Bond replied yes, we need a part time. Terms of compliance that need to be met. Someone that understands requirements and can meet them. It is a trainable process, but we won't hire someone that doesn't have administrative

experience. Dir. Holm said it seems to be a usual cause to have in the contract to mandate staffing. Asked about coverage and compensation. San SunOwen replied we would use this as any other staff that we have hired. For the most part, the costs exceed per member into comparison of what per month equates to. More service increases our costs. If there are any overages of revenue, we compensate NWR in full. If the services or rate are unused, we ask to split that 50/50. Current terms show these things. Nothing has changed we are just asking for staffing and being able to meet these requirements.

FS Bond said page #51 shows this. Generally, we are sharing profit we aren't losing profit. We have money in reserve, but we don't run this program at a loss.

Motion by Dir. Adler to Authorize the General Manager to Execute 2023 CPCCO Delegation Agreement. *Motion Seconded* by Dir. Edwards.

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

DISCUSSION ITEMS

18. Staff Comments/Concerns:

General Manager Vitulli: No concerns from me. Been through two board meetings and starting to get settled in. Nice to be here. Staff and board have been huge support. Even though driver appreciation day is this weekend, the board also helps drive the district.

Operations Superintendent Reed: No comments.

Financial Supervisor Bond: Thank you for bridging gap between far and behind. So thankful for Brian he has been amazing. Great addition to staff who has so much experience. I am impressed with his transit experience. Thank the board for choosing Brian.

Brokerage Manager Hooter: Thank you San SunOwen for being here. Thank you to everyone for keeping us rolling.

Administrative Assistant Zuercher: Saturday, March 18th is Transit Driver Appreciation Day, we are thankful for our drivers not only them but all staff that runs the organization. Thankful for Brian being here.

19. Board of Directors Comments/Concerns:

Dir. Holm: Did not file to run for another 4 years on the board, familiar with limitations on terms. 12 years is a good amount of time. There's no reason I didn't file other than

enough time is enough time. Intelligent people in our community will make this work. We see several people interested. A good sign for services we are providing.

Dir. Adler: Thank you Brian for being here if everyone's happy you get more performance. Elections are closed off. Want to discuss appointments to the board. Dir. Edwards added that they can tune into meeting. People can write in; I think we should wait with election results. Dir. Hanenkrat said if they are interested, they can join meetings. Dir. Holm said you don't know what's going to happen. We need to let election occur as well as the democratic process.

Dir. Hanenkrat: Thank you everyone, getting back to normal a little bit.

Board Chair Johnson: No comments.

Dir. Edwards: I am sorry Marty isn't going to be here, I will not be here either for personal reasons. This is a tremendous district, good people in here. It means a lot to me. Glad Brian is here, he is a special person. Thanked everyone and Arla.

Adjournment: Board Chair Johnson adjourned the meeting at 7:08pm.

These minutes approved this 20th day of April 2023.

ATTEST:

Mary Johnson, Board Chair

Brian Vitulli, General Manager

BEFORE THE BOARD OF DIRECTORS
OF THE
TILLAMOOK COUNTY TRANSPORTATION DISTRICT

Authorizing the General Manager to)
Extend Deadline of the Services)
Contract with Kittelson & Associates)
for the Coordinated Human Services)
Transportation Plan)

RESOLUTION NO. 23-08

WHEREAS, the Tillamook County Transportation District ("District") has received a grant from the Oregon Department of Transportation ("ODOT") for a Coordinated Plan Update, which grant is memorialized in ODOT Grant Agreement No. 35137; and

WHEREAS, by Resolution No. 21-23 the District Board of Directors authorized the General Manager to execute ODOT Grant Agreement No. 35137; and

WHEREAS, in September 2021 the District conducted a Request for Proposal ("RFP") process to select a consultant to develop a Coordinated Human Services Transportation Plan for the District; and

WHEREAS, in accordance with the RFP, the District formed a panel to evaluate the proposals received based on the scoring criteria included in the RFP; and

WHEREAS, the proposal from Kittelson & Associates ("Kittelson") scored higher than the other proposal received; and

WHEREAS, by Res. 21-41, the District Board of Directors authorized the General Manager to execute a services contract not to exceed \$44,996 with Kittelson & Associates; and

WHEREAS, due to unforeseen circumstances, the contract period deadline of December 31, 2022 has passed without completion of the Coordinated Human Services Transportation Plan; and

WHEREAS, the District wishes to extend the contract deadline with Kittelson to allow for completion of the Coordinated Human Services Transportation Plan.

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

that the Board authorizes the TCTD General Manager to extend the deadline of the services contract with Kittelson & Associates to assist the District with completing the Coordinated Human Services Transportation Plan.

INTRODUCED AND ADOPTED this 20th day of April 2023.

ATTEST:

By: _____
Mary Johnson, Board Chair

By: _____
Brian Vitulli, General Manager

April 14, 2023

Project# 26944

To: Brian Vitulli, General Manager
Tillamook County Transportation District

From: Susie Wright, PE, PMP and Russ Doubleday

RE: Tillamook County Transportation District Coordinated Human Services Transportation Plan

SCOPE OF WORK

Coordinated Human Services and Transportation Plans (Coordinated Transportation Plans, or CTPs) identify the need for, and availability of, transportation services for seniors and persons with disabilities; determine the gaps between needs and availability; and set a course of action for closing the gaps. Coordination enhances transportation access, minimizes duplication of services, and matches appropriate, cost-effective transportation options with available resources.

The Federal Transit Administration's (FTA's) Section 5310 program and Oregon's Special Transportation Fund (STF) both fund projects and services that enhance the mobility of seniors and persons with disabilities. To be eligible for funding, projects and services are required to be "included in a locally developed, coordinated public transit human services transportation plan." As the lead STF agency for Tillamook County, Tillamook County Transportation District (TCTD) determines how these funds are distributed to its own projects and services and to eligible subrecipients (non-profit or private for-profit providers). While §5310 funds are directed solely toward services open to the general public, STF funds can also be used for client-only services and programs enhancing the mobility of low-income individuals.

The STF is being merged into Oregon's Statewide Transportation Improvement Fund (STIF) effective July 2023. However, if ODOT's initial recommendations are implemented, client-only projects and services will need to be included in the CTP to be eligible to receive STIF funding. As the designated STIF Qualified Entity for Tillamook County, TCTD would continue to have the ability to distribute federal and state funds to itself and to eligible subrecipients to support the mobility of seniors and persons with disabilities.

TCTD operates fixed-route, demand response, and intercity services and is an early adopter of trip-planning technology that allows riders to plan trips involving a combination of fixed-route and demand response services. TCTD also manages the NW Rides non-emergency medical transportation (NEMT) brokerage, which serves Columbia Pacific Coordinated Care Organization members in Clatsop, Columbia, and Tillamook Counties requiring transportation to medical appointments covered by their Oregon Health Plan insurance. Depending on the specific needs of a given trip, a ride could be provided by a public transit provider, a private or non-profit service provider, or a volunteer driver – or the member could be eligible for mileage reimbursement if they arrange their own transportation. Other sub-recipient organizations that TCTD partners with include Marie Mills Center (transportation services for intellectually and developmentally disabled individuals), CareOregon (reduced-cost bus passes for low-income individuals), and the Northwest Oregon Transportation Alliance (NWOTA, website and regional transit coordination).

This project will develop a 5-year CTP compliant with federal and state requirements. The plan will incorporate TCTD and partner organization services in addressing Tillamook County's human services transportation needs, and will identify opportunities to develop and strengthen partnerships. The plan's recommendations will need to be coordinated with and complementary to TCTD's Long-Range Transit

Development Plan (TDP) and STIF Plan. As the lead consultant for both of those plans, as well as TCTD's current CTP, Kittelson is already well-acquainted with TCTD's services and strategic direction.

The following summarizes our tasks to complete the work along with the tasks that have already been completed to date.

Task 1: Project Initiation and Management

This task started with a kickoff meeting with TCTD staff to confirm project roles, responsibilities, and expectations, which will subsequently be documented in a project management plan. We will work with TCTD to confirm a timeline for meetings throughout the course of the project.

Our project manager, Susan Wright, will hold monthly phone check-ins (biweekly when needed) with TCTD staff to review project progress. We will also prepare monthly progress reports to accompany invoices and for TCTD staff use in updating TCTD's Transportation Advisory Committee (TAC) and Board about project progress. The "Management Approach" section that follows describes our approach to project management and quality assurance.

Task 2: Existing Conditions

We will prepare an inventory survey for public, non profit, and private for-profit human services transportation providers serving Tillamook County and neighboring counties. This survey will include questions about rider characteristics and needs, operating statistics, vehicle inventory, client type, trip costs, and ways to enhance coordination and collaboration.

Relatively recent vehicle inventories for public transportation providers are available from the National Transit Database, while TCTD will have cost and usage information through its role in managing the NW Rides program. TCTD will provide the final list of service providers to be surveyed. Potential survey recipients include, but are not necessarily limited to, the following:

Public

- TCTD
- Columbia County Rider
- Lincoln County TD
- Sunset Empire TD

Non-Profit

- Marie Mills Center

Private For-Profit

- AAA Ride Assist
- Columbia Medical Transportation
- K&M Medivan
- Kenny "G" Cab
- Medix Ambulance
- Metro West Ambulance
- Mountain Retreat Secured Transport
- Pacific Taxi Services
- Ryan's Transportation Services
- Secure Transportation of Oregon
- Wapato Shores Accessible Transportation
- Willamette Valley Transport

Our teaming partner MIG | APG used Census and other available data to analyze transportation disadvantaged populations and other demographic characteristics of Tillamook County.

Task 3: Evaluation of Former Plan Recommendations

We prepared a summary and will work with TCTD staff to evaluate and report on the progress made to date in implementing the recommendations in the 2016 CTP, as well as recommendations related to services for seniors and people with disabilities in any other more current TCTD plans, including evaluating whether recommendations are still relevant given changes that have occurred in the last five years.

Task 4: Public Outreach

We will conduct interviews with up to 8 stakeholders to be agreed upon with TCTD in advance. Interviews will include representatives of the following groups required by the §5310 grant program: seniors; persons with disabilities; public, non-profit, and private for-profit transportation and human services providers; and other members of the public. TAC members will be included in the stakeholder group. Interviews will generally be conducted virtually or by phone. The interviews are expected to address human services transportation needs from the perspectives of the various stakeholders, customer service perceptions, and thoughts on how mobility management techniques could be applied to improve general and human services transportation in Tillamook County. We will prepare a draft interview template for TCTD approval prior to finalizing the template and conducting the interviews.

We will prepare a memo summarizing the interview results and presenting draft goals and objectives for the CTP. This memo will serve as the basis for a stakeholder workshop where the results will be presented and stakeholders given the opportunity to provide additional comment, suggest goals and objectives for the CTP, and interact with each other. We will document the feedback received during the workshop, along with the names and organizations of the participants.

Task 5: Identify Transportation Needs and Strategies and Prepare Implementation Plan

The purpose of the Implementation Plan is to translate the customer needs, and potential strategies to meet these needs, into discreet activities to enact efficient and effective service, facility, and administrative changes. Drawing from the input received from the stakeholder workshop, TCTD staff, and TAC, we will finalize the CTP's goals and objectives. Drawing from the findings of Tasks 2–4, we will document human services transportation needs in Tillamook County, including identifying currently underserved groups. We will develop strategies and projects to address these needs, which could include changes to services, coordination, dispatching, facilities, vehicles, maintenance, training, administration, technology, and procurement, as well as mobility management techniques. Each strategy will be assessed relative to how well it supports the CTP goals and objectives, relationship to projects in the TDP, cost requirements or potential savings, ease of implementation, and group(s) served.

Finally, we will develop a recommended implementation plan that will include a high/medium/low prioritized list of strategies and projects, a timeline for implementation, and funding sources for the high-priority projects. Drawing from our national transit performance-measurement expertise, we will also recommend performance measures and a monitoring methodology that will allow TCTD staff to readily monitor progress toward implementing the plan and to quantify the plan's outcomes.

Task 6: Prepare Draft Updated Coordinated Human Services Transportation Plan

We will prepare a draft CTP, consistent with federal and state requirements, that presents the recommended implementation plan and documents the input received and process used to develop the plan. An administrative draft plan will be provided to TCTD staff for review and approval, prior to issuing a public draft plan for review and comment by stakeholders and the general public. We will present the draft plan to the TAC at a workshop in November and to the TCTD Board at a public hearing in early December. Comments received from the TAC, Board, stakeholders, and general public at these and earlier meetings will be recorded and documented in an appendix to the final plan to be developed during Task 7.

Task 7: Final Presentations

The draft plan will be revised to incorporate direction received from the TCTD Board and staff and to document the public comments received on the draft plan. We will present the final plan to the TAC and TCTD Board at their respective meetings.

Task 8: Final Deliverables

We will provide TCTD with an electronic copy suitable for reproduction, electronic copies of all presentations, and electronic versions of all project deliverables, including data and support files.

WORK PLAN AND SCHEDULE

This section identifies the work activities, milestones, and deliverables for each task, along with the overall project schedule.

Task 1: Project Initiation and Management

Work Activities and Milestones

- Kickoff meeting with TCTD staff (completed)
- Update project management plan, including the roles of project team members and TCTD staff, and listing project meeting dates (mid-May)
- TCTD to confirm Task 2 survey recipients (late May)
- TCTD to invite and confirm Task 4 stakeholder group members (July)
- Check-in calls (monthly throughout the project, biweekly as needed)
- Written progress updates (monthly throughout the project)

Deliverables

- Updated project management plan, including meeting schedule
- Monthly progress reports

Task 2: Existing Conditions

Work Activities and Milestones

- Finalize draft inventory survey (mid-May)
- Review progress on relevant plans with TCTD staff (late May)
- Analyze TCTD dial-a-ride and NW Rides ride requests for trips with an origin and/or destination in Tillamook County (late May)
- Review inventory survey with TCTD staff; combined with Task 3 & 4 meetings (early June)
- Distribute survey and follow up with recipients as needed, combine with Task 4 stakeholder interviews when the recipient is also part of the stakeholder group (early June)
- Summarize survey results (June)

Deliverables

- Technical Memorandum #1: Summary of Relevant Plans (late May)
- Draft (mid-May) and final (late May) inventory survey
- Technical Memorandum #3: Inventory Survey Summary (late June)

Task 3: Evaluation of Former Plan Recommendations

Work Activities and Milestones

- Review 2016 CDP implementation progress with TCTD staff; combined with Task 2 & 4 meetings (early June)

Deliverables

- Meeting notes (within one week of meeting)

Task 4: Public Outreach

Work Activities and Milestones

- Develop draft interview template (June)
- Review interview template with TCTD staff; combined with Task 2 & 3 meetings (June)
- Schedule interviews (late June)
- Conduct interviews (early July)
- Summarize interviews (July)
- Develop draft CTP goals and objectives (late July)
- Develop stakeholder workshop agenda and draft presentation (to TCTD 2 weeks prior to workshop, to participants 1 week prior to workshop)
- Conduct in-person stakeholder workshop (July)
- Summarize workshop participation and responses (late July)

Deliverables

- Interview template (June)
- Technical Memorandum #4: Stakeholder Interview Summary (late July)

- Technical Memorandum #5: Draft Goals and Objectives (late July)
- Stakeholder workshop agenda and draft presentation (to TCTD 2 weeks prior to workshop, to participants 1 week prior to workshop)
- Workshop notes, including participant list and summary of responses received (late July)

Task 5: Identify Transportation Needs and Strategies and Prepare Implementation Plan

Work Activities and Milestones

- Finalize the CTP goals and objectives (August)
- Develop strategies and projects (August)
- Develop performance measures and monitoring methodology (August)
- Document human services transportation needs (late August)
- Prepare draft implementation plan (late August)

Deliverables

- Updated Technical Memorandum #5: Goals and Objectives (August)
- Technical Memorandum #6: Human Services Transportation Needs (late August)
- Technical Memorandum #7: Implementation Plan (late August)

Task 6: Prepare Draft Updated Coordinated Human Services Transportation Plan

Work Activities and Milestones

- Prepare administrative draft CTP and draft presentation for the TAC and Board (late September to early October)
- Prepare public draft CTP and final presentation slides (within 7 days of receipt of TCTD staff comments)
- Present the draft plan at a virtual TAC workshop and present virtually at a Board meeting (October)
- Document comments received on the draft plan from the TAC, Board, stakeholders, and general public (late October)

Deliverables

- Administrative draft CTP and draft presentation slides (early October)
- Public draft CTP and final presentation slides (within 7 days of receipt of TCTD staff comments)
- Meeting notes documenting comments received on the draft plan (late October)

Task 7: Final Presentation

Work Activities and Milestones

- Prepare adoption draft CTP (November)

- Prepare draft (2 weeks prior to June TAC/Board meetings) and final (within 7 days of receipt of TCTD staff comments) presentations on the adoption draft CTP
- Present the adoption draft CTP virtually at the November TAC meeting and an early November board meeting

Deliverables

- Adoption draft CTP (early November)
- Draft (2 weeks prior to late November TAC/board meetings) and final (within 7 days of receipt of TCTD staff comments) presentations slides

Task 8: Final Deliverables

Deliverables

- Electronic copy of the adopted CTP suitable for reproduction
- Electronic files of all presentations and project deliverables, including data and support files

TCTD Coordinated Transportation Plan Schedule

4/14/2023

- Conference Calls/PMT Meetings
- Agency Review Time/Task
- Consultant Task
- Holiday Week

Week Number:	May-23				Jun-23				Jul-23			
	1	8	15	22	29	5	12	19	26	3	10	17
1												
1.1			Kickoff									
1.2												
1.3												
1.4												
1.5					Check-in						Check-in	
1.6												
1.7												
2												
2.1			Review		Final							
2.2												
2.3						Meeting	Notes					
2.4				Draft	Review		Final					
2.5												
2.6												
2.7								Draft	Review		Final	
3												
3.1						Meeting	Notes					
4												
4.1												
4.2												
4.3											Workshop	
4.4												
4.5												
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7												
7.1												
7.2												
8												
8.1												
8.2												



Tillamook County Transportation District
Budget Committee Application

Name of Applicant: JIM (JAMES C.) HEFFERMAN
Street Address: [REDACTED]
Mailing Address: [REDACTED]
Home Phone: [REDACTED] Cell Phone: [REDACTED]
Email Address: [REDACTED]
Present employment (If not presently employed, enter "N/A" or "Retired")

RETIRED CIV 2009 AFTER 30 YEARS AT TCCA

Please describe your prior experience with organizational budgets and/or financials:

WITNESSED AS SECRETARY

Prior board service experience

TILL. CO. DEMOCRATS

Other community affiliations

FREE-LANCE COLUMNIST FOR TILLAMOOK COUNTY PIONEER

Are you knowledgeable about the public transportation needs of resident or employees located within or traveling to and from Tillamook County? Yes No

If yes, please describe:

BUT I'M GETTING TO YES BY ATTENDING BOARD MEETINGS AND RIDING BUSES TO LEARN

Why do you wish to serve on the TCTD Budget Committee?

EXPECT TO BE ELECTED POS. 1 TRANSPORTATION BOARD, NEED TO LEARN

The TCTD Budget Committee is required to meet to evaluate and approve an annual budget in accordance with Oregon's Public Budget Law. Your appointment to the committee is for a three-year term and will generally include one or more meetings per calendar year.



Tillamook County Transportation District Budget Committee Application

Name of Applicant:

Street Address:

Mailing Address:

Home Phone:

Cell Phone:

Email Address:

Present employment (If not presently employed, enter "N/A" or "Retired")

Please describe your prior experience with organizational budgets and/or financials:

Prior board service experience

Other community affiliations

Are you knowledgeable about the public transportation needs of resident or employees located within or traveling to and from Tillamook County? Yes No

If yes, please describe:

Why do you wish to serve on the TCTD Budget Committee?

The TCTD Budget Committee is required to meet to evaluate and approve an annual budget in accordance with Oregon's Public Budget Law. Your appointment to the committee is for a three-year term and will generally include one or more meetings per calendar year.