

**Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting**



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



**Wednesday, June 17, 2026, at 6:00PM
Transportation Building
3600 Third Street, Tillamook, Oregon**



TILLAMOOK COUNTY Transportation District

Tillamook County Transportation District BOARD OF DIRECTORS – REGULAR MONTHLY MEETING

Agenda: Wednesday, June 17, 2026 @ 6:00pm

To attend by phone, please dial: +1 (253) 215-8782 Meeting ID: 843 1416 0747
To attend virtually, please use this link: <https://us02web.zoom.us/jc/84314160747>

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Announcements, Changes to Agenda, Agenda Approval
5. Public & Guest Comments
6. Executive Sessions:
 - ORS 192.660(2)(b) – Consider the Dismissal or Discipline of, or to Hear Complaints or Charges Brought Against, a Public Officer, Employee, Staff Member or individual agent
7. Budget Hearing (Pgs. 1-35)

STATE OF THE DISTRICT REPORT

8. Financial and Grant Reports (March) (Pgs.)
9. Service Performance Reports (April) (Pgs. 36-37)
10. Northwest Oregon Transit Alliance (Pgs. 38-40)
11. NW Rides Brokerage Report
12. General Manager Report (Pgs. 41-46)
 - a. Administration/Coordination
 - b. Planning/Development
 - c. Grant Funding
 - d. Facility/Property Management
 - e. Operations/Vehicle Maintenance
13. Miscellaneous

CONSENT

14. Motion to Approve the Minutes of May 20, 2026, Regular Board Meeting (Pgs. 47-55)
15. Motion to Approve March / April 2026 Financial Statements
16. Motion to Approve the Minutes of May 13, 2026, Budget Committee Meeting (Pgs. 56-59)
17. Motion to Approve TCTD Organizational Realignment (Pgs. 60)

ACTION ITEMS

18. Resolution 26-14 In the Matter of Adopting the Budget, Making Appropriations, Levying Taxes, and Categorizing Taxes for FY 2026-2027 (Pgs. 61-63)
19. Resolution 26-15 In the Matter of Adopting a Revised Administrative Employee Compensation Plan for the District (Pgs. 64-65)
20. Resolution 26-16 Authorizing the General Manager to Execute a Professional Services Agreement with Madison Avenue Collective for NWOTA Website Management (Pgs. 66-78)

21. Resolution 26-17 Authorizing the General Manager to Execute a Professional Services Agreement with Madison Avenue Collective for NWOTA Website Redesign & Development (Pgs. 79-91)
22. Resolution 26-18 Authorizing the General Manager to Submit FY 2027-2029 FTA Section 5310 Rural Allocation Grant Application (Pgs. 92-98)

DISCUSSION ITEMS

23. Board Vacancy – Position 6 (Expiring June 30, 2027)
24. Staff Comments
25. Board of Directors Comments
26. Adjournment

UPCOMING EVENTS

June 27th – Tillamook June Dairy Parade

August 5th- 8th – Tillamook County Fair

NEXT REGULARLY SCHEDULED MEETING

July 15, 2026

Tillamook County Transportation District FY 2026–2027 Proposed Budget Report



TILLAMOOK COUNTY
Transportation District

Budget Message (LB-20 / ORS 294)

The FY 2026–2027 Proposed Budget has been prepared in accordance with Oregon Local Budget Law and is presented using the statutory fund, resource, and requirement structure prescribed in Forms LB-20, LB-30, and LB-10.

This budget reflects Tillamook County Transportation District’s (TCTD) continued effort to stabilize and strengthen its financial and operational framework while improving transparency and compliance. Over the past year, the District has improved the alignment between budgeted **resources** and **requirements**, clarified the distinction between departmental operating costs and non-allocated expenditures, and strengthened tracking of restricted revenues by fund and program.

TCTD operates in a highly grant-dependent environment, with the majority of resources derived from federal, state, and regional sources that are legally restricted by purpose. Accordingly, this budget emphasizes strict segregation of resources by fund, careful use of interfund transfers, and clear documentation of expenditures by organizational unit, program, and object classification.

The FY 2026–2027 Proposed Budget is balanced at the fund level, maintains appropriate unappropriated ending fund balances, and supports continued service delivery, capital investment, and regulatory compliance.

Public Summary — FY 2026–2027 Budget Overview

About the Budget

The FY 2026–2027 budget for the Tillamook County Transportation District (TCTD) outlines how the District will fund and deliver public transportation services for the upcoming fiscal year. The budget supports day-to-day transit service, regional mobility programs, facility operations, and long-term investments in vehicles and infrastructure.

The budget is prepared in accordance with Oregon Local Budget Law and ensures that money from federal and state grants is used only for approved purposes.

Budget Snapshot

- Total Budget: \$ 21,918,829
- Employees: 55.5 full-time equivalent positions
- Primary Funding Sources: Federal and state grants, Federal Medicaid, local property taxes, state timber and mass transit tax, fare box revenue, and service contracts.

What the Budget Supports

- Public Transit Operations: Fixed-route buses, dial-a-ride, and community transportation services
- NW Rides Program: Non-emergency medical transportation for eligible Medicaid members
- Fleet and Facilities: Replacement of vehicles, maintenance of vehicles and buildings, and infrastructure upgrades
- Regional Partnerships: Coordination with regional transportation providers

Where the Money Goes

- Nearly half of the budget supports staffing, maintenance, and service delivery.
- A significant portion supports contracted transportation services, particularly for the NW Rides program.
- Capital investments fund new buses, dial-a-ride vehicles, bus stops, and technology improvements.

Financial Stability

TCTD maintains reserve funds and unappropriated ending balances to ensure reliable service, manage grant reimbursement timing, and respond to unexpected expenses. The FY 2026–2027 budget is balanced and does not include new taxes.

Public Review and Adoption

The budget is reviewed by a Budget Committee, discussed at a public hearing, and adopted by the Board of Directors. Copies of the proposed budget are available for public inspection prior to adoption.

This Public Summary is provided for informational purposes and does not replace the statutorily adopted budget forms.

Understanding the Budget

Public sector budgets, particularly those involving multiple funding sources and grant programs, can be presented in different ways depending on how funds and financial flows are structured.

This section provides context to help interpret the District's budget totals and structure.

Funds vs. Operations

The District utilizes multiple funds to account for different types of financial activity:

- **General Fund** – Supports core operations, including administration, transit service, and maintenance
- **Special Revenue Funds** – Account for restricted funding sources such as NW Rides and STIF
- **Reserve Funds** – Support long-term capital planning and future financial stability

Each fund is balanced independently in accordance with Oregon Local Budget Law.

Restricted vs. Unrestricted Funding

A significant portion of the District’s funding is restricted and must be used for specific purposes:

- **Federal and State Grants** – Limited to eligible transit activities
- **STIF Funds** – Must be used for approved transit services and programs
- **NW Rides Revenue** – Dedicated to non-emergency medical transportation services

These funds cannot be used interchangeably and must be tracked and reported separately.

Interfund Transfers

Interfund transfers are used to move resources between funds to ensure that restricted revenues are applied to appropriate expenditures.

For example:

- STIF funds may be transferred to the General Fund to support eligible operations
- Reserve funds may be transferred to support capital projects

These transfers are internal movements of funds and do not represent new revenue.

Why Budget Totals May Differ Between Years

The total budget amount may vary from year to year based on how funds and transfers are presented.

In prior budgets, interfund transfers and restricted funding flows were presented in a way that resulted in the same funds being reflected multiple times as they moved between funds. This approach can overstate the overall budget total without increasing actual available resources.

The FY 2026–2027 budget adopts a more refined presentation that:

- Aligns revenues directly with their intended expenditures
- Reduces duplication caused by interfund transfers
- More accurately reflects the District’s true operating scale

As a result, the current budget total is lower than prior years, but it provides a clearer and more accurate representation of the District’s financial position.

Key Takeaway

The District’s financial resources and service levels remain consistent with prior years. The change in total budget reflects an improvement in financial presentation and transparency rather than a reduction in funding or operations.

Executive Summary

Total Budget (All Funds): \$ \$21,918,829

Total Full-Time Equivalent (FTE): 55.5

Major Requirement Categories (All Funds)

- Personnel Services: Approximately \$4.77 million
- Materials and Services: Includes fuel, insurance, professional services, and contracted transportation
- Capital Outlay: Approximately \$2.9 million
- Interfund Transfers, Contingency, and Unappropriated Ending Fund Balance

Largest Program Area: NW Rides (Non-Emergency Medical Transportation Brokerage)

Primary Budget Objectives

- Maintain core public transportation operations
- Fund regional mobility and NEMT brokerage services
- Advance capital replacement and infrastructure projects
- Maintain compliance with grant and statutory requirements

Budget Structure and Legal Framework

The FY 2026–2027 budget is organized consistent with Oregon Local Budget Law and statutory budget forms:

- **LB-20 (Resources):** Identifies legally available resources by fund
- **LB-30 (Requirements):** Appropriates expenditures by organizational unit, program, and object classification
- **LB-10 / LB-11 (Special and Reserve Funds):** Segregates restricted and reserve activity

Each fund is balanced independently, with **total resources equal to total requirements**. Restricted revenues are budgeted only in funds and categories that meet eligibility requirements.

Resources Summary (LB-20)

Budgeted resources consist of:

- Beginning Working Capital (beginning fund balance)
- Federal, State, and Regional Grants (including FTA Sections 5310, 5311, 5305, and STIF)
- Current Year Property Taxes Estimated to be Received
- Fees, Fares, and Contract Revenue
- Interfund Transfers and Interest Income

Approximately 85–90 percent of total resources are derived from non-local sources. Interfund transfers are budgeted solely to align restricted resources with eligible requirements and do not create additional spending authority.

Requirements Summary by Object Classification (LB-30)

Total requirements are appropriated by the following object classifications:

- **Personnel Services:** Salaries and benefits for District staff
 - **Materials and Services:** Fuel, insurance, professional services, supplies, and contracted transportation
 - **Capital Outlay:** Vehicles, facilities, equipment, and infrastructure improvements
 - **Debt Service:** Principal and interest where applicable
 - **Interfund Transfers:** Transfers between funds as authorized
 - **Contingency:** Appropriations for unforeseen expenditures
 - **Unappropriated Ending Fund Balance:** Reserved for future expenditure
-

Requirements by Organizational Unit and Program (LB-30)

Organizational Unit / Program	FTE
Administration	6.0
Operations	35.0
Maintenance	3.0
NW Rides – NEMT Administration	11.5
Total FTE	55.5

Departmental budgets include only direct personnel and materials and services costs. Capital outlay, interfund transfers, contingency, and ending fund balance are budgeted as Not Allocated, consistent with LB-30 instructions.

General Fund Narrative

The General Fund accounts for core District operations, including Administration, Operations, and Maintenance.

- Personnel Services reflect staffing necessary for oversight, service delivery, and fleet maintenance.
- Materials and Services include fuel, insurance, professional services, supplies, and allocated central costs.
- Capital Outlay, Transfers, Contingency, and Unappropriated Ending Fund Balance are budgeted in the Not Allocated section to preserve departmental budget integrity.

The General Fund is balanced and maintains an adequate unappropriated ending fund balance to support cash flow and operational stability.

Property Management Fund (Fund 02)

Accounts for facility-related operating costs, capital improvements, and associated debt service.

Reserve Funds

Capital Reserve Fund

Maintained for grant match obligations and major capital expenditures. Activity consists of transfers, interest earnings, and unappropriated ending balance.

Vehicle and Bus Wash Reserve Funds

Maintained for specific future replacement and maintenance needs. These funds include limited activity and reserved balances and will be evaluated periodically for continued necessity.

Special Revenue Funds (LB-10)

NWOTA Fund

Supports participation in the Northwest Oregon Transit Alliance and regional coordination activities, including grant-funded projects.

NW Rides Fund

Supports the District’s Medicaid Non-Emergency Medical Transportation brokerage program. This fund includes contracted transportation services, mobility management, and program administration. It represents the District’s largest single program area

STIF Fund

Accounts for Statewide Transportation Improvement Fund revenues. STIF resources are restricted by statute and are budgeted primarily as project expenditures and transfers to eligible operating funds.

Financial Management and Tracking

The District continues to strengthen financial controls through:

- Improved alignment of resources and requirements by fund
- Enhanced transaction-level tracking of restricted revenues
- Refinement of cost allocation practices

These actions support compliance, audit readiness, and long-term financial sustainability.

Budget Adoption Statement (LB-50 Support)

The FY 2026–2027 Proposed Budget is submitted for adoption in the total amount of \$

The Board of Directors is requested to:

- Adopt the budget by fund and object classification

- Appropriate requirements consistent with statutory budget forms
- Authorize the Budget Officer to make interfund transfers as provided by law

Tillamook County Transportation District – FY 2026–2027 Proposed Budget

Appendix A — Narrative to Statutory Form Crosswalk

This crosswalk identifies where statutory budget form information is addressed within this Proposed Budget Report to support Budget Committee review, Board adoption, and audit review.

Statutory Form	Form Purpose	Narrative Section(s)
LB-20	Statement of Resources by Fund	Sections 1, 7, 8, 9, 10, 12, 13, 14
LB-30	Appropriation of Requirements by Org Unit, Program, and Object Classification	Sections 2, 3, 4, 5, 6
LB-10	Special Revenue Fund Resources and Requirements	Section 7, 12, 13, 14

Statutory Form	Form Purpose	Narrative Section(s)
LB-11	Reserve Fund Resources and Requirements	Section 8, 9, 10
LB-50	Notice of Property Tax and Budget Adoption	Section 15, 16

Additional Clarifications

- Departmental Personnel Services and Materials and Services appropriations correspond to LB-30 allocated organizational units.
- Capital Outlay, Interfund Transfers, Contingency, and Unappropriated Ending Fund Balance are reflected as **Not Allocated** in accordance with LB-30 instructions.
- Special and Reserve Funds are independently balanced as required by Oregon Local Budget Law.

Overview

The proposed budget for the Tillamook County Transportation District for fiscal year 2026-2027, detailing financial plans, funding sources, and organizational allocations.

Adopted totals by fund (FY2026-2027)

Fund	Adopted TOTAL REQUIREMENTS
General Fund	11,602,567
Property Management Fund	296,000
Capital Reserve	939,392
Vehicle Reserve	5,000
Bus Wash Reserve	23,140
STF Fund	0
NWOTA	708,452
NW Rides	7,535,000
STIF Fund	809,278
Subtotal (all funds)	21,918,829

Organizational unit totals (where applicable)

- General Fund organizational-unit/program total: **7,279,348**
 - Dept 002 Operations: **3,261,996**
 - Dept 003 Maintenance: **1,183,580**
 - Dept 04 NEMT NW Rides (within General Fund): **1,547,593**
 - Note: The organizational-unit/program total shown in the General Fund (7,279,348) is the sum for all GF org units/programs; only the three listed above are explicitly shown in the retrieved pages. The difference between 11,602,567 (GF total requirements) and 7,279,348 (GF org-unit/program total) is captured under GF "Not Allocated" (capital outlay, interfund transfers, contingency, and ending balance) of **4,323,219**.

Interfund transfers to exclude (requirements side)

Source fund	Transfer out
General Fund	572,452
Capital Reserve	430,490
NWOTA	282,510
NW Rides	1,547,593
STIF Fund	513,826
Total transfers out	3,346,871

Tillamook County Transportation District – FY 2026–2027 Budget

Workbook Index (Statutory Order):

- 1. LB-20 General Fund Resources**
- 2. LB-30A Administration (Allocated)**
- 3. LB-30B Operations (Allocated)**
- 4. LB-30C Maintenance (Allocated)**
- 5. LB-30D NW RIDES**
- 6. LB-30E General Fund – Not Allocated**
- 7. LB-10 Property Management Fund**
- 8. LB-11 Capital Reserve Fund**
- 9. LB-11 Bus Wash Reserve Fund**
- 10. LB-11 Vehicle Replacement Reserve Fund**
- 11. LB10-STF (legacy fund)**
- 12. LB-10 NWR Fund**
- 13. LB-10 NWOTA Fund**
- 14. LB-10 STIF Fund**
- 15. Notice of Property Tax**
- 16. Budget Adoption**
- 17. Recommended Motions**

RESOURCES

GENERAL FUND

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Name of Municipal Corporation)

Historical Data				Budget for Next Year FY2026-2027				
Actual			Adopted Budget This Year Year 2025-2026			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2023-2024	First Preceding Year 2024-2025							
1	1,023,275	1,160,290	1,207,256	1	Working Capital (starting fund balance)	1,619,049	1,619,049	1
2	18,505	12,156	12,658	2	Past Years Property Tax	12,658	12,658	2
3			304,686	3	Transfer from Capital Reserve (grant match)	430,490	430,490	3
4			42,225	4	Transfer from Vehicle Reserve	-	-	4
5	3,000	3,000	3,000	5	Transfer from NWOTA (admin support & match)	282,510	282,510	5
6	-	453,044	837,148	6	Transfer from STIF Fund (reserve/contingency)	513,826	513,826	6
7			18,140	7	Transfer from Bus Wash Reserve	-	-	7
8				8	Transfer from NWR (Restricted NEMT Personnel, Materials & Services)	1,547,593	1,547,593	8
9	46,326	42,000	35,000	9	Interest Income	35,000	35,000	9
10				10	OTHER Resources		-	10
11	196,869	246,750	130,100	11	Fares	180,000	180,000	11
12	479,779	339,123	309,677	12	Contract Revenue	318,967	318,967	12
13	287,935	213,662	203,574	13	State Timber Revenue	431,070	431,070	13
14	151,807	119,800	112,311	14	Mass Transit State Payroll Tax	123,542	123,542	14
15	76,502	1,798,000	1,451,000	15	Capital Grants (35328)	448,000	448,000	15
16	630,426	1,801,035	774,467	16	Grants - FTA 5311(f) (35084,35436, 35822)	2,659,581	2,659,581	16
17	177,223	226,925	100,000	17	Grants -5311 COVID	-	-	17
18	513,074	360,000	2,946,680	18	Grants -5311 Operations (35823)	334,930	334,930	18
19	57,984	104,262	107,323	19	Grants - 5310 (35780)	98,178	98,178	19
20	62,768	84,395	180,000	20	Grants 5305 (Planning 35707)	180,000	180,000	20
21				21	STIF Formula (Payroll/Population 35859)	316,575	316,575	21
22				22	STIF Intercommunity (35606)	360,000	360,000	22
23				23	STIF Discretionary (35607, 35915)	231,997	231,997	23
24				24	ODOT Discretionary Rural Veterans Services Grant	125,000	125,000	24
25	1,058	500	-	25	Special Bus Operation (SBO)		-	25
26	6,888	13,401	13,601	26	Miscellaneous Income	13,601	13,601	26
27	750	3,000	10,000	27	Sale of Assets - Income	20,000	20,000	27
28				28			-	28
29	3,734,169	6,981,343	8,798,846	29	Total resources, except taxes to be levied	10,282,567	10,282,567	- 29
30	1,159,286	1,215,625	1,265,861	30	Taxes estimated to be received	1,320,000	1,320,000	30
31				31	Taxes collected in year levied			31
32	4,893,455	8,196,968	10,064,707	32	TOTAL RESOURCES	11,602,567	11,602,567	- 32

REQUIREMENTS SUMMARY

FORM

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

LB-30

GENERAL FUND DEPT 001

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(name of fund)

(of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: ADMINISTRATION Dept. 001	Budget For Next Year 2026-2027		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget This Year 2025- 2026				
			1 PERSONNEL SERVICES			1
			2 GM 1.0 FTE, Business Ops/FS 1.0 FTE	623,509	623,509	2
			3 Office Assistant 2.0, ADMIN ASST 2.0			3
			4			4
			5			5
			6			6
			7			7
464,907	513,707	557,201	8 TOTAL PERSONNEL SERVICES	623,509	623,509	- 8
5.00	5.00	5.00	9 Total Full-Time Equivalent (FTE)	6.00	6.00	9
			10 MATERIALS AND SERVICES			10
97,360	112,350	53,932	11 Professional Services	125,000	125,000	11
-	50,000	200,000	12 Planning	200,000	200,000	12
17,495	18,515	26,905	13 Dues & Subscription	27,712	27,712	13
-	3,885	1,696	14 Office Equipment R & R	4,001	4,001	14
11,392	17,089	14,000	15 Computer R & M	14,420	14,420	15
77,862	10,997	28,950	16 Fees & License	29,820	29,820	16
49,273	59,860	47,382	17 Insurance	65,489	65,489	17
10,117	10,763	7,950	18 Office Supplies and Materials	8,189	8,189	18
23,972	18,737	26,237	19 Board Supplies and Materials	27,000	27,000	19
9,482	13,480	9,554	20 Operations Expense	9,849	9,849	20
9,819	87,869	23,500	21 Community Outreach and Education	24,440	24,440	21
7,949	10,500	7,710	22 Communications (Phone, Internet, COMMS)	10,500	10,500	22
2,520	12,600	12,600	23 Travel & Training	13,000	13,000	23
846	1,331	1,200	24 Postage	1,250	1,250	24
10,000	34,395	40,000	25 Member Mileage Reimbursement - Vets	50,000	50,000	25
			26 Enterprise Central Allocation	37,000	37,000	26
16,853	21,365		27 Transit Center Maint.			27
344,940	483,736	501,616	28 TOTAL MATERIALS AND SERVICES	647,670	647,670	- 28
			29 CAPITAL OUTLAY			29
			30 Server and Computer Upgrade	15,000	15,000	30
0	0	0	36 TOTAL CAPITAL OUTLAY	15,000	15,000	0 36
809,847	997,443	1,058,817	37 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,286,179	1,286,179	0 37

FORM
LB-30

REQUIREMENTS SUMMARY
 ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
GENERAL FUND

TILLAMOOK COUNTY TRANSPORTATION DISTRICT
 (name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: Depart. 002 Operations	Budget For Next Year 2026-2027				
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget This Year 20205- 2026						
1			1	PERSONNEL SERVICES			1	
2	1,739,532	2,498,117	2,306,564	2	Ops Sup FTE 1.0, Ops Cord. FTE 2.0, ADMIN ASST 1.0,			2
3				3	2,708,288	2,708,288	3	
4				4	Dispatchers FTE 3.0, CSRs FTE 2.0, Drivers FTE 26.0			4
5				5			5	
6				6			6	
7				7			7	
8	1,739,532	2,498,117	2,306,564	8	TOTAL PERSONNEL SERVICES			0
9	37.00	37.00	37.00	9	Total Full-Time Equivalent (FTE)			35.00
10				10	MATERIALS AND SERVICES			10
11	73,023	18,375	45,075	11	51,850	51,850	11	
12	6,285	6,977	10,850	12	11,176	11,176	12	
13	25,991	10,500	15,703	13	16,174	16,174	13	
14	23,171	40,725	15,210	14	25,000	25,000	14	
15	1,735	1,575	2,550	15	2,627	2,627	15	
16	5,349	22,852	5,600	16	5,768	5,768	16	
17	3,300			17	-	0	17	
18	5,112	5,250	4,000	18	4,120	4,120	18	
19	1,865	4,119	6,119	19	2,100	2,100	19	
20				20	37,000	37,000	20	
21				21	382,893	382,893	21	
27	145,831	110,373	105,107	27	TOTAL MATERIALS AND SERVICES			0
28				28	CAPITAL OUTLAY			28
29				29	15,000	15,000	29	
35	0	0	0	35	TOTAL CAPITAL OUTLAY			0
36	1,885,363	2,608,490	2,411,671	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL			0

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM
LB-30**

General Fund

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(name of fund)

(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR:		Budget For Next Year 2026-2027		
Actual			Department 003 Maintenance				
Second Preceding Year 2023--2024	First Preceding Year 2024-2025	Adopted Budget This Year 2025-2026			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			1	PERSONNEL SERVICES			1
2	232,858	285,281	2	MECHANICS 2.0 FTE	348,449	348,449	2
3			3	UTILITY ATTENDANT 1.0 FTE			3
4			4				4
5			5				5
6			6				6
7			7				7
8	232,858	285,281	8	TOTAL PERSONNEL SERVICES	348,449	348,449	0
9	3.00	3.00	9	Total Full-Time Equivalent (FTE)	3.00	3.00	3.00
10			10	MATERIALS AND SERVICES			10
11	2,341	1,687	11	Computer Repair & Maintenance	1,658	1,658	11
12	5,114	2,100	12	Fees & License	4,017	4,017	12
13	100,988	114,070	13	Insurance	193,187	193,187	13
14	7,685	6,825	14	Operating Materials and Supplies	14,426	14,426	14
15	0	1,020	15	Communications	1,051	1,051	15
16	836	5,250	16	Travel & Training	2,060	2,060	16
17	219,012	225,000	17	Vehicle Expense	201,250	201,250	17
18	286,843	455,010	18	Fuel	299,000	299,000	18
19	3,891	4,410	19	Operations & Facility Maintenance		0	19
20			20	Enterprise Management Cost Allocation (property operating)	37,000	37,000	20
21			21	Central Cost Allocation (HR/Risk Management, ADMIN and Finance Dep)	53,482	53,482	21
22			22	Professional Services	20,000	20,000	22
27	626,710	815,372	27	TOTAL MATERIALS AND SERVICES	827,131	827,131	0
28			28	CAPITAL OUTLAY			28
29			29	Server and Computer Upgrade	8,000	8,000	29
35	0	0	35	TOTAL CAPITAL OUTLAY	8,000	8,000	0
36	859,568	1,100,653	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,183,580	1,183,580	0

REQUIREMENTS SUMMARY

**FORM
LB-30**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

GENERAL FUND 01

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: Dept 04 NEMT NW RIDES	Budget For Next Year 2026-2027			
	Actual Second Preceding Year 2026-2027	First Preceding Year 2026-2027	Adopted Budget This Year 2026- 2027		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1 PERSONNEL SERVICES				1
2	516,405	659,035	762,000	2 PROGRAM MANAGEMENT 1.50 FTE, PRG COORDINATOR 1.0 FTE,	1,092,351	1,092,351		2
3				3 OFFICE ASST 1.0 FTE, CREDENTIALING SPECIALIST 1.0 FTE,				3
4				4 SCHEDULER/DISPATCHER 1.0 FTE, CUSTOMER SERVICE REPS 6.0 FTE				4
5				5				5
6				6				6
7				7				7
8	516,405	659,035	762,000	8 TOTAL PERSONNEL SERVICES	1,092,351	1,092,351	0	8
9	9.00	9.00	10.00	9 Total Full-Time Equivalent (FTE)	11.50	11.50		9
10				10 MATERIALS AND SERVICES				10
11	1,020	5,250	37,269	11 Professional Services	6,040	6,040		11
12	4,353	30,000	1,992	12 Office Equipment Replacement/Repair	7,800	7,800		12
13	28,251	22,278	48,638	13 Computer R&M	5,500	5,500		13
14	35,560	65,000	60,000	14 Fees & License	61,800	61,800		14
15	6,547	6,547	8,184	15 Insurance - Cyber Security-General Liability-Risk Management	15,000	15,000		15
16	6,471	7,000	5,000	16 Office Supplies	7,500	7,500		16
17	1,697	7,500	7,000	17 Operations Expense	8,000	8,000		17
18	24,296	22,250	24,028	18 Telephone & Internet Communications	35,000	35,000		18
19	151	1,575	9,000	19 Travel & Training (All Staff)	12,500	12,500		19
20	139	525	250	20 Postage	250	250		20
21	4,800	15,000	25,200	21 Office Rent				21
22	4,824	3,150	10,800	22 Property Operating Expense				22
23				23 Enterprise Management Cost Allocation (property operating)	37,000	37,000		23
24				24 Central Cost Allocation (HR/Risk Management, ADMIN and Finance Dep	163,852	163,852		24
25	118,109	186,075	237,361	25 TOTAL MATERIALS AND SERVICES	360,242	360,242	0	25
26				26 CAPITAL OUTLAY				26
27				27 Internet Server and Computer Upgrade	15,000	15,000		27
28				28 Office Furniture over \$5000				28
29				29 Disaster Preparedness	80,000	80,000		29
30	0	0	0	30 TOTAL CAPITAL OUTLAY	95,000	95,000	0	30
31	634,514	845,110	999,361	31 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,547,593	1,547,593	0	31

REQUIREMENTS SUMMARY

FORM
LB-30

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(name of fund)

(name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2026-2027			
Actual		Adopted Budget This Year 2025-2026		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2023-2024	First Preceding Year 2024-2025						
1			1	PERSONNEL SERVICES NOT ALLOCATED			1
2			2				2
3			3				3
4			4	TOTAL PERSONNEL SERVICES			4
5	-	-	5	Total Full-Time Equivalent (FTE)	-	-	- 5
6			6	MATERIALS AND SERVICES NOT ALLOCATED			6
7			7				7
8			8		-		8
9			9	TOTAL MATERIALS AND SERVICES	-		9
10			10	CAPITAL OUTLAY NOT ALLOCATED			10
11	638,649	1,690,000	2,549,290	11 Bus Replacement/Addition (35822)	1,300,000	1,300,000	11
12	179,460	292,000	179,460	12 Van Replacement/Addition			12
13	-		15,000	13 Computer/Server Replacement	15,450	15,450	13
14	1,368,976	-	10,000	14 "NWOTA" Bus Stop Signage & Shelters upgrades (35084, 35328,	1,409,560	1,409,560	14
15	148,548	160,000	60,000	15 Other Capital Projects	60,000	60,000	15
16	2,335,633	2,142,000	2,813,750	16 TOTAL CAPITAL OUTLAY	2,785,010	2,785,010	- 16
17			17	DEBT SERVICE			17
18			18				18
19			19	TOTAL DEBT SERVICE			19
20			20	SPECIAL PAYMENTS			20
21			21				21
22	-	-	-	22 TOTAL SPECIAL PAYMENTS	-	-	- 22
23			23	INTERFUND TRANSFERS			23
24			24				24
25	156,913			25 Transfer to Capital Reserve	250,000	250,000	25
26			82,789	26 Transfer to Property Management	297,452	297,452	26
27	3,000	3,000	10,000	27 Transfer to Vehicle Reserve	10,000	10,000	27
28	1,208,976	1,118,035	1,115,467	28 Transfer to NWOTA (partner dues)	15,000	15,000	28
29	1,368,889	1,121,035	1,208,256	29 TOTAL INTERFUND TRANSFERS	572,452	572,452	- 29
30				30 OPERATING CONTINGENCY	175,000	175,000	30
31				31 RESERVED FOR FUTURE EXPENDITURE			31
32	539,261	227,346	1,619,049	32 UNAPPROPRIATED ENDING BALANCE	790,757	790,757	32
33	2,737,778	4,706,587	4,423,652	33 Total Requirements NOT ALLOCATED	4,323,219	4,323,219	33
34				34 Total Requirements for ALL Org.Units/Programs within fund	7,279,348	7,279,348	34
35	8,993,365	5,161,279	10,064,707	35 TOTAL REQUIREMENTS	11,602,567	11,602,567	35

SPECIAL FUND

PROPERTY MANAGEMENT FUND 02

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Fund)

(Name of Municipal Corporation)

1479999.34

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	1479999.34				
Actual Second Preceding	First Preceding Year 2024-	Adopted Budget		Proposed By Budget Officer	Approved By Budget	Adopted By Governing Body		
1			1	RESOURCES				1
2	45,000	45,000	2	Working Capital				2
3	23,500	36,000	3	Lease Income				3
4	18,804	13,000	4	Lease Operations Income	-			4
5	25,000	12,251	5	Transfer from General Fund	148,000	148,000		5
6	124,573		6	Transferred IN, from Capital Reserve	148,000	148,000		6
7			7					7
8			8					8
9			9					9
10	236,877	106,251	10	Total Resources, except taxes to be levied	296,000	296,000		0 10
11			11	Taxes estimated to be received				11
12			12	Taxes collected in year levied				12
13	236,877	106,251	13	TOTAL RESOURCES	296,000	296,000		0 13
14			14	REQUIREMENTS **				14
15			15	Org Unit or Prog & Activity Object Classification Detail				15
16	-	2,000	16	Professional Services Planning, Legal Contracts	2,060	2,060		16
17		20,000	17	Building Maintance Transit Center, Main Office, SHOP	20,600	20,600		17
18	24,610	30,030	18	Property Operating Utilities and Supplies	32,960	32,960		18
19	41,802	36,952	19	Building Repairs	80,340	80,340		19
20			20					20
21			21	Debit Services				21
22	5,479	10,959	22	OTIB Debt Service loan 0071	5,643	5,643		22
23	26,310	26,310	23	OTIB Debt Service loan 0061	27,099	27,099		23
24			24	Capital Outlay				24
25	354,170	-	25	Building Renovation (HVAC)	80,000	80,000		25
26			26	Admin. Expenses - Renovation				26
27			27					27
28			28	Ending balance (prior years)				28
29			29	UNAPPROPRIATED ENDING FUND BALANCE	47,297	47,297		29
30	452,371	106,251	30	TOTAL REQUIREMENTS	296,000	296,000		30

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance #14-10 on (date) ___ for the following specified purpose: Grant Match and Capital Projects

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Capital Reserve

(Fund)

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2034

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Name of Municipal Corporation)

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2026-2027			
Actual		Adopted Budget Year 2025-2026	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2023-2024	First Preceding Year 2024-2025							
1			1	RESOURCES			1	
2	857,000	1,285,637	2	Working Capital	669,313	669,313	2	
3			3	Transferred from General Fund	250,000	250,000	3	
4	80,179	25,000	4	Interest Income	20,079	20,079	4	
5			5	Transferred from vehicle purchase reserve			5	
6			6				6	
7			7				7	
8			8				8	
9			9				9	
10	937,179	1,310,637	10	Total Resources, except taxes to be levied	939,392	939,392	0	
11			11	Taxes estimated to be received			11	
12			12	Taxes collected in year levied			12	
13	937,179	1,310,637	13	TOTAL RESOURCES	939,392	939,392	0	
14			14	REQUIREMENTS **			14	
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail	15	
16			16	Fund Transfers			16	
17			17			Transfer to Property Management Fund	148,000	
18		254,962	18			Transfer to General Fund-Vehicle purchase & match	430,490	
19	882,000	1,055,675	19			Reserved For Future Expenditures		
20			20					
21			21					
22			22					
23			23					
24			24					
25			25					
26			26					
27			27					
28			28					
29			29	Ending balance (prior years)				
30	882,000	1,055,675	30	UNAPPROPRIATED ENDING FUND BALANCE			360,902	
31	882,000	1,310,637	31	TOTAL REQUIREMENTS			939,392	

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

This fund is authorized and established by resolution #12-09

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished can not be more than 10 years after establishment.
Review Year: 2032

Bus Wash Reserve

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Fund)

(Name of Municipal Corporation)

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2026-2027				
	Actual		Adopted Budget Year 2025		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding	First Preceding							
1				1	RESOURCES			1	
2	23,140	23,140	23,140	2	Working Capital	\$23,140	\$23,140	2	
3				3	Transferred from General Fund			3	
4				4				4	
5				5				5	
6				6				6	
7				7				7	
8				8				8	
9				9				9	
10	23,140	23,140	23,140	10		\$23,140	\$23,140	0 10	
11				11				11	
12				12				12	
13	23,140	23,140	23,140	13	TOTAL RESOURCES	\$23,140	\$23,140	0 13	
14				14	REQUIREMENTS **			14	
15				15	Org. Unit or Prog. & Activity	Object Classification	Detail	15	
16			18,140	16	Transfer to General Fund			16	
17	23,140	23,140	5,000	17	Reserved For Future Expenditures		\$23,140	\$23,140	17
18				18				18	
19				19				19	
20				20				20	
21				21				21	
22				22				22	
23				23				23	
24				24				24	
25				25				25	
26				26				26	
27				27				27	
28				28				28	
29				29	Ending balance (prior years)			29	
30				30	UNAPPROPRIATED ENDING FUND BALANCE			30	
31	23,140	23,140	23,140	31	TOTAL REQUIREMENTS	\$23,140	\$23,140	0 31	

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number _____ on (date) _____ for the following specified purpose:

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2032

Vehicle Reserve
(Fund)

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2026-2027			
Actual		Adopted Budget Year 2025-2026		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2023-2024	First Preceding Year 2024-2025						
1			1	RESOURCES			1
2	34,225	37,225	2	Working Capital	5000	5000	2
3	-	3,000	3	Transferred from General Fund			3
4			4				4
5			5				5
6			6				6
7			7				7
8			8				8
9			9				9
10	34,225	40,225	10	Total Resources, except taxes to be levied	5000	5000	0
11			11	Taxes estimated to be received			11
12			12	Taxes collected in year levied			12
13	34,225	40,225	13	TOTAL RESOURCES	5000	5000	0
14			14	REQUIREMENTS **			14
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail	15
16			16	Transfer to General Fund			16
17	34,225	40,225	17	Reserved For Future Expenditures			17
18			18				18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29			29	Ending balance (prior years)			29
30			30	UNAPPROPRIATED ENDING FUND BALANCE	5000	5000	30
31	34225	40225	31	TOTAL REQUIREMENTS	5000	5000	0

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

STF FUND 07
(Fund)

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 20__ - __		
Actual		Adopted Budget Year 20__ - __		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 20__ - __	First Preceding Year 20__ - __					
1			1	RESOURCES		1
2			2	Cash on hand * (cash basis), or		2
3			3	Working Capital (accrual basis)		3
4			4	Previously levied taxes estimated to be received		4
5			5	Interest		5
6			6	Transferred IN, from other funds		6
7			7			7
8			8			8
9			9			9
10	0	0	10	Total Resources, except taxes to be levied		0
11			11	Taxes estimated to be received		0
12			12	Taxes collected in year levied		0
13	0	0	13	TOTAL RESOURCES		0
14			14	REQUIREMENTS **		
15			15	Org Unit or Prog & Activity	Object Classification	Detail
16			16			
17			17			
18			18			
19			19			
20			20			
21			21			
22			22			
23			23			
24			24			
25			25			
26			26			
27			27			
28			28			
29			29	Ending balance (prior years)		
30			30	UNAPPROPRIATED ENDING FUND BALANCE		
31	0	0	31	TOTAL REQUIREMENTS		0

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year requirement is "not allocated", then list by object classification and expenditure detail.

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
NW RIDES 09

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Fund)

(Name of Municipal Corporation)

Historical Data			DESCRIPTION	Budget for Next Year 2026 - 2027			
Actual				Proposed By Budget Officer	Approved By Budget	Adopted By Governing Body	
Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget Year 2025-2026					
1			1	RESOURCES			1
2	100,000	1,000,000	2	Working Capital (beginning balance)	425,000	425,000	2
3	5,277,964	5,248,675	3	CCO NEMT CONTRACT	5,800,000	5,800,000	3
4	1,054,059	424,000	4	RESERVE (CARRYOVER)	535,000	535,000	4
5			5	CPCCO FUND	775,000	775,000	5
6	800	14,240	6	INTEREST			6
7			7				7
8			8				8
9			9				9
10	6,432,823	6,686,915	10	Total Resources, except taxes to be levied	7,535,000	7,535,000	0
11			11	Taxes estimated to be received			11
12			12	Taxes collected in year levied			12
13	6,432,823	6,686,915	13	TOTAL RESOURCES	7,535,000	7,535,000	0
14			14	REQUIREMENTS **			14
15			15	Org Unit or Prog & Activity Object Detail			15
16	227,002	845,310	16	Materials and Services/Personnel			16
17			17				17
18			18	TRANSFER OUT GF(DEPT 4 REQUIREMENTS)	1,547,593	1,547,593	18
19			19				19
20			20				20
21	3,773,031	4,000,000	21	CONTRACT SERV NEMT PROVIDER CONTRACT	4,000,000	4,000,000	21
22	435,819	600,000	22	VOLUNTEER MILEAGE REIMBURSEME	465,000	465,000	22
23	360,479	420,000	23	MEMBER MILEAGE REIMBURSEMENT	420,000	420,000	23
24			24	CPCCO FUND PROV/VOLUNTEER SERVICE INN	695,000	695,000	24
25		100000	25	Quality Improvement Program - tablets, signage			25
26			26	other capital			26
27	350000	424000	27	Reserve for Future Expenditures			27
28			28				28
29		297605	29	Ending balance (prior years)			29
30			30	UNAPPROPRIATED ENDING FUND BALANCE	407,407	407,407	30
31	5,146,331	6,686,915	31	TOTAL REQUIREMENTS	7,535,000	7,535,000	0

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year classification and expenditure detail.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
NWOTA 08**

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

(Fund)

(Name of Municipal Corporation)

Historical Data				DESCRIPTION	Budget for Next Year 2026-2027					
Actual		Adopted Budget	RESOURCES AND REQUIREMENTS		Proposed By	Approved By	Adopted By			
Second Preceding	First Preceding									
1			1	RESOURCES			1			
2	80,000	80,000	2	Working Capital	353,942	353,942	2			
3	60,000	75,000	3	NOWTA Partner Contributions	75,000	75,000	3			
4	147,616	279,510	4	TCTD and Lincoln County Bust Stop Grant Match	279,510	279,510	4			
5			5	Misc Income			5			
6		958,035	6	Transfer from GF - Grant Revenue			6			
7			7	Transfer from STF Fund			7			
8		160,000	8	Transfer from STIF - Grant Revenue			8			
9			9				9			
10			10			0	10			
11			11				11			
12			12				12			
13	287,616	1,552,545	1,549,977	TOTAL RESOURCES			708,452	708,452	0	13
14			14	REQUIREMENTS **						14
15			15	Org Unit or Prog & Activity	Object Classification	Detail				15
16	475	5,000	16	Professional Services			5,150	5,150		16
17	16,680	25,000	17	Administrative Support			25,750	25,750		17
18	18,892	15,000	18	Website Maintenance			41,200	41,200		18
19	4,209	40,000	19	Marketing			5,000	5,000		19
20	184	10,000	20	Travel & Training			1,030	1,030		20
21	-	3,000	21	Transfer to GF			282,510	282,510		21
22			22							22
23	-	1,368,976	23	Bus Project						23
24	-		24	Capital Prog						24
25			25							25
26			26							26
27			27							27
28			28							28
29			29	Ending balance (prior years)						29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			347,812	347,812		30
31	40,440	1,466,976	1,549,977	TOTAL REQUIREMENTS			708,452	708,452	0	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year by object classification and expenditure detail.

SPECIAL FUND
RESOURCES AND REQUIREMENTS
STIF Fund 10

TILLAMOOK COUNTY TRANSPORTATION DISTRICT
(Name of Municipal Corporation)

Historical Data				DESCRIPTION	Budget for Next Year 2026-2027			
Actual			Proposed By Budget Officer		Approved By Budget	Adopted By Governing Body		
Second Preceding Year 2023-2024	First Preceding Year 2024-2025	Adopted Budget Year 2025-2026						
1			1	RESOURCES			1	
2	513,826	170,310	744,950	2	Working Capital	105,150	105,150	2
3	809,780	453,044	406,337	3	STIF Formula (Payroll and Population)	700,000	700,000	3
4			82,687	4	STIF Formula Population (FY27 combined w/#3)	-	-	4
5			246,400	5	STIF Intercommunity	-	-	5
6			71,997	6	STIF Discretionary	-	-	6
7		8,049	5,000	7	Interest Income	4,128	4,128	7
8				8				8
9				9				9
10				10				- 10
11				11				11
12				12				12
13	1,323,606	631,403	1,557,371	13	TOTAL RESOURCES	809,278	809,278	- 13
14				14	REQUIREMENTS **			14
15				15	Org Unit or Prog Object Classification Detail			15
16	21,192	2,192	4,800	16	STIF PROJECTS MOBILITY MGMT CARE (20) monthly discount bus passes for low income fa	4,800	4,800	16
17	17,600	7,200	24,927	17	MOBILITY MGMT Marie Mills operations support	24,927	24,927	17
18				18	OPERATIONS FIXED/DI STIF Formula (Payroll/Population 35859))	166,175	166,175	18
19				19	STIF Formula (Population 35859)			19
20				20	STIF Intercommunity (35606)			20
21				21	STIF Discretionary (35607, 35915)			21
22				22				22
23				23	FUND Transfers			23
24		609,284	609,284	24	Transfer to General Fund (STIF PROJECT: Contingency)	513,826	513,826	24
25		160,000		25	Transfer to NWOTA			25
26				26				26
27				27				27
28	513,826	88,465		28	Reserved for Future Use			28
29				29	Ending balance (prior years)			29
30	91,053	77,952		30	UNAPPROPRIATED ENDING FUND BALANCE	99,550	99,550	30
31	643,671	945,093	639,011	31	TOTAL REQUIREMENTS	809,278	809,278	- 31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

Motion of the TCTD Budget Committee to approve the FY 2026-2027 Tillamook County Transportation District budget and send it to the Tillamook County Transportation District Board of Directors for a public Budget Hearing.

Motion of the TCTD Budget Committee recommending Board approval and adoption of the FY 2026-2027 budget in the amount of \$18,598,410 and interfund transfers of \$3,320,419 for a total approved budget of **21,918,829**.

Motion of the TCTD Budget Committee recommending board approval of receipt of taxes for FY 2026-2027 at the current rate of \$0.20 per \$1,000 (\$1,320,000) of assessed value for operating purposes in the General Fund.

TILLAMOOK COUNTY TRANSPORTATION DISTRICT

MONTHLY PERFORMANCE REPORT

April 2026

RIDERSHIP BY SERVICE TYPE	April 2026	April 2025	YTD FY 25-26	YTD FY 24-25	YTD % Change	5-YTD % Trend
<u>In-County Deviated Fixed Route</u>						
Route 1: Tillamook Town Loop	4,014	3,814	34,846	32,198	8.2%	30.2%
Route 2: Netarts/Oceanside	424	204	2,358	2,007	17.5%	-50.3%
Route 3: Manzanita/Cannon Beach	2,693	2,266	22,717	20,764	9.4%	16.2%
Route 4: Lincoln City	874	846	7,785	8,857	-12.1%	-2.1%
Route 6: Port of Tillamook Bay	467	368	3,614	2,578	40.2%	N/A
Pacific City Shuttle (Seasonal)	0	0	1,135	0	100.0%	119.9%
In-County Total	8,472	7,498	72,455	66,404	9.11%	22.77%
<u>Intercity Service</u>						
Route 5: Portland/Banks/N. Plains	717	521	6,199	5,747	7.9%	42.2%
Intercity Total	717	521	6,199	5,747	7.86%	42.17%
<u>Demand Response Services</u>						
Tillamook County Dial-A-Ride	442	335	3,697	3,276	12.9%	-55.0%
Program/Provider Service	293	441	2,740	4,038	-32.1%	-42.7%
Demand Response Total	735	776	6,437	7,314	-11.99%	-50.48%
TOTAL ALL SERVICES	9,924	8,795	85,091	79,465	7.08%	10.09%

RIDERSHIP CATEGORIES	Fixed Route	Demand Response	YTD FY 25-26	YTD FY 24-25	YTD % Change	5-YTD % Change
Ride Connection	90		494	572	-13.6%	-2.6%
Tillamook Bay Community College	282		2,006	1,307	53.5%	45.4%
NWOTA Visitor Pass	21		505	350	44.3%	-28.7%
NW Rides Provider Trips		232	1,956	3,260	-40.0%	-54.6%
Youth Free Fare	721		6,875	6,904	-0.4%	N/A
Amtrak Interline Tickets	49		769	540	42.4%	N/A
Bicycles	94		1,122	242	N/A	N/A
Full Fare Fixed Route	3,310		27,807	N/A	N/A	N/A
Reduced Fare Fixed Route	4,139		34,542	N/A	N/A	N/A
Regular Monthly Pass Ridership	852		7,829	N/A	N/A	N/A
Reduced Monthly Pass Ridership	2,601		20,908	N/A	N/A	N/A
Dial-A-Ride (Regular)		39	338	329	2.7%	N/A
Dial-A-Ride (Senior)		156	1,807	1,443	25.2%	N/A
Dial-A-Ride (Disabled)		247	1,794	1,716	4.5%	N/A
RVHT Veterans Provider Trips		61	771	385	100.3%	N/A



Manzanita/Cannon Beach

Route 3

■ 23/24
■ 24/25
■ 25/26

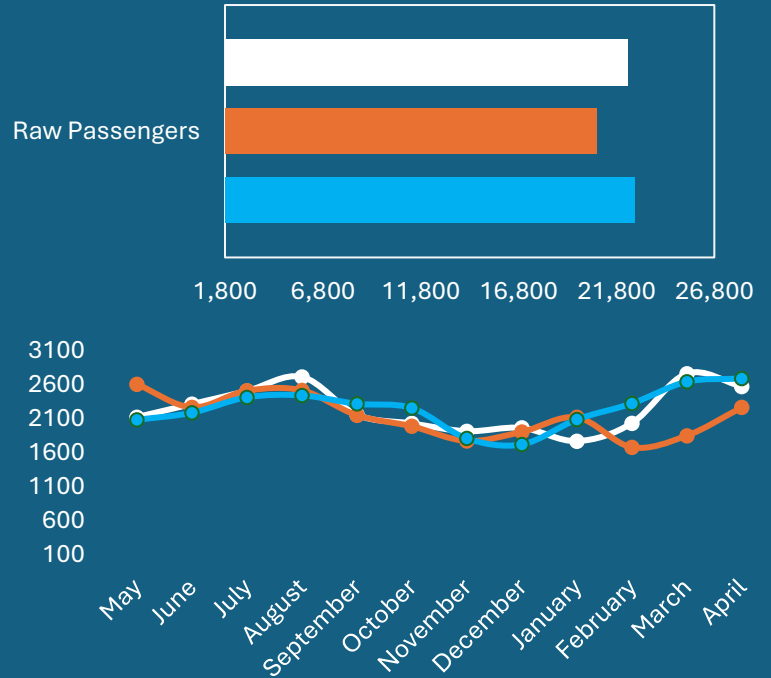
Connecting the Community Through Sustainable Transit Services

11 Years

6 departures each day connecting Tillamook with North County and Cannon Beach 4 times Daily. Connects with other routes for access to important services in Tillamook and Cannon Beach



Ridership (Prior 3 years)



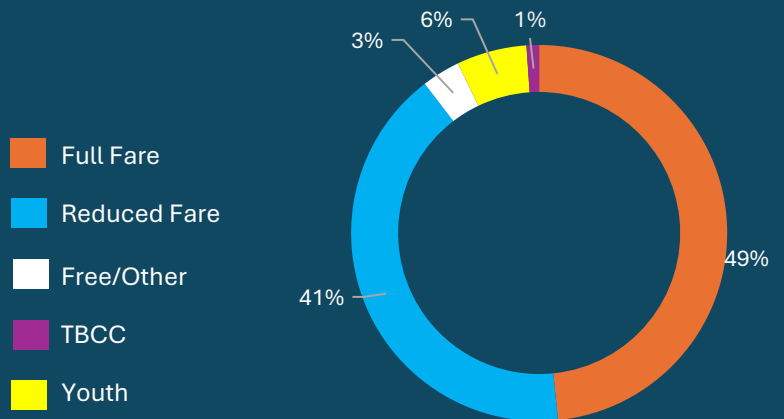
Route Description

This route is a critical service within the NW Connector, making Tillamook County accessible by public transit to passengers from Clatsop and Columbia Counties.

Daily departures from Tillamook to Manzanita at 5:00am and 12:45pm, departures to Cannon Beach at 8:00am, 10:00am, 2:30pm, and 6:15pm.

Deviated fixed route and serves flag stops all along the 101 corridor.

Ridership Type as % of Whole



Route running in Current Format Since 2015

...of note

April 2026 ridership is at the highest point since the COVID pandemic and near record levels.

In September 2025 TCTD added a second stop in Cannon Beach. The WAVE now serves both Downtown and Midtown Cannon Beach 4 times daily!



Performance Metrics

- +16.2%** Increase in overall ridership over 5yr period
- 4.7** Passengers per revenue hour, the most productive non-loop fixed route service
- 26.2%** Second highest share of overall riders only behind Town Loop Rt 1

Serving Stops At

- Tillamook Fred Meyer
- Idaville
- Bay City City Hall
- Garibaldi @ 2nd, 6th, and 8th St
- Barview
- Rockaway Beach City Hall and Flag Stops
- Wheeler
- Nehalem Bay Health Center
- Downtown Nehalem & NCRD
- Manzanita Public Parking/Police Station
- Manzanita Fresh Foods
- Cannon Beach Midtown & Downtown
- Flag Stops in Arch Cape and Tolovana

nwCONNECTOR

Coordinating Committee In-Person Meeting







June 12, 2026 | 10:00 – 11:00a

VIRTUAL

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	 Introductions		Brian Vitulli
10:05 - 10:15a	 Consent Calendar May Meeting Minutes Emissions/Ridership Tracking Website Report Bus Stop Project Update	✓	Brian Vitulli/All
10:15 – 10:20a	 MAC Contract Renewal	✓	Brian Vitulli/All
10:20-10:30a	 Visitor Pass Operations & Campaign		All
10:30-10:50a	 NWConnector Layovers		Sarah Lu Heath/All
10:50-11:00a	 Member Updates		All

Attachments:

May Meeting Minutes

Ridership/Passenger Mile Tracking

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.

nwCONNECTOR

Coordinating Committee In-Person Meeting

May 8, 2026 | 10:00 – 11:00a

MINUTES

✚ Introductions

✚ Attending: Arla Miller, Chris Wheatley, Brian Vitulli, Cody Franz, Maya O’Neal, Sarah Lu Heath

✚ Consent Calendar

April Meeting Minutes: No comments/changes.

Emissions/Ridership Tracking was reviewed.

Website Report:

MAC’s monthly report was provided in packet. Sarah Lu Heath shared that she is working with MAC to develop a new agreement for FY27. The budget remains as planned for: \$16,500 for hosting and on-call services and \$50,000 to build the new website.

Bus Stop Project Update

Hebo bus stop received approval of NEPA categorical exclusion for its design. Permitting with the City of Waldport is underway. Stops in Tillamook County are also in permitting. Once permitting is complete the project will move into contracting the construction phase.

Consent calendar motion: Chris Wheatley moved, Maya O’Neal seconded. Unanimous.

✚ Visitor Passes & Marketing

The group began updating the NWConnector maps and the 7-day visitor pass with the assistance of MAC. Maps and Visitor Passes should be available to review soon.

Chris Wheatley moved to use FY26 budget for car free travel to the coast summer campaign. Brian Vitulli seconded. Unanimous.

✚ ODOT 5310 & 5311 Deadlines

May and June deadlines for ODOT programs were shared by Arla Miller.

✚ Transportation Options

Sarah Lu shared updates on choosing the Transportation Options contractor. After review and scoring, ColPac has entered into negotiations with Transit Happy and expects to execute and contract within the next couple of weeks.

✚ Member Updates

www.nwconnector.org



nwCONNECTOR

Columbia County Rider is working through hiring and budgeting. Columbia County is eliminating the Public Information Officer and Emergency Manager position. There was an incident onboard wherein a passenger assaulted a driver. In response to this incident, there will be additional focus on driver safety.

Benton Area Transit recently hired Maya O'Neal as their Transit Coordinator. They are working on grants and budgets while training new staff.

Tillamook County Transportation District is also working on grants and budgets. Their Safety Committee is training with SDAO regarding their responsibilities, OSHA rules, and team development. The District inspected two trolleys to acquire to replace two vehicles that are well beyond their useful life.

ODOT shared the official determination that Transit will join the Policy and Data Analysis Division. They expect the name of the Department to change in the coming months.

ColPac: NWOTA routes undergoing efficiency review in order to reduce trip times throughout the network. Results and recommendations should be presented at the June NWOTA meeting.



TILLAMOOK COUNTY Transportation District

DATE: June 17, 2026
TO: TCTD Board of Directors
FROM: Brian Vitulli, General Manager
SUBJECT: GENERAL MANAGER REPORT

Administration/Coordination

- Attended the OTA Executive Committee meeting on May 26.
- Attended the Tillamook County Commission meeting on May 27 to present the Pacific City Shuttle IGA item and answer questions. The Commission approved the IGA for the 2026 season.
- Attended the OTA Bylaws Committee meeting on May 29.
- Invited to the second *Rebuilding Our Transportation Vision Workgroup* meeting on June 1 as a panel member representing transit providers from across the State. The charge for the panel was to share our perspectives with the Workgroup on how transportation decisions affect public safety, economic vitality, local communities, and the people and businesses that rely on Oregon's transportation system.
- Attended OTA Board of Directors meeting on June 2.
- Effective June 4, an organizational change was made to place the NW Rides NEMT Brokerage within the Operations group. After reviewing our operational needs and management capacity across workgroups, I believe this is the best structure to provide the NEMT program with more direct operational alignment which will result in better communications and improved support for our Brokerage and the customers we serve. This change will position the brokerage team for continued success. (***See agenda item 17.***)
- Attended NWOTA meeting on June 12.
- Attended the Tillamook Chamber's Mornings on Main gatherings on June 16.
- Attended meeting #1 of the Transit Subgroup on June 17. I was invited to serve as a member of the Transit Subgroup of Governor Kotek's *Rebuilding Our Transportation Vision* effort to help build an achievable vision for Oregon's transportation system. The Transit Subgroup is one of six subgroups being convened to provide focused input in key topic areas, such as: Funding and Finance; Maintenance, Preservation, and Emergency Response; Community Livability and Safety; Major Projects; Transit, and Freight Mobility. The Transit Subgroup's

charge is to help define the problem in its topic area, review current conditions and needs, evaluate funding scenarios and tradeoffs, and develop recommendations for consideration by the *Rebuilding Our Transportation Vision* Workgroup. The Subgroup's input will help inform the final report and recommendations to the Governor.

- Attended OTA Program Committee meeting on June 17.

Planning & Development

- Work on the NW Connector Bus Stop Access Project is continuing. This project includes final design and permitting for three locations (Pacific City, Hebo, Waldport), and a NEPA analysis of the Hebo location. The NEPA task was recently submitted to the FTA for review and the 60% design review was just completed, and permitting for the three stop locations is nearly complete. Phase II of the project will then proceed with construction scheduled for completion in late fall 2026. Continuing to meet with project consultant and District counsel regarding development of the construction bid package.
- On-board riders surveys were completed at the end of May and are currently being analyzed.

Grant Funding

- Submitted pre-application for ODOT's Competitive Grant Program – Phase I, for two heavy-duty transit buses and two Dial-A-Ride vans. Final application to be submitted by June 22, 2026.
- Submitted pre-application for 5310 Federal Formula funds for preventive maintenance. Funding will also be allocated to the Marie Mills Center as a subrecipient to assist their transportation program. This application was recommended for approval by the Transportation Advisory Committee at their June 11th meeting and the Board will consider this item at their June 17th meeting for a recommendation and approval to submit the final application by July 16, 2026. (**See agenda item 22.**)
- Submitted pre-application for 5311 Federal Formula funds for administrative support and operations. The final application is due by July 16, 2026.
- The purchase and installation of bus stop infrastructure at six locations on U.S. 101 in Garibaldi has been granted approval by ODOT's Permitting Office. Sign-off by the local municipality has occurred. Products have been ordered and are awaiting delivery.

Facility/Property Management

- Transit Center exterior / platform cleaning occurs weekly and on an as-needed basis.

Operations / Vehicles / Maintenance

- On June 3, met with the City of Bay City Boosters Club and City Manager to discuss relocation of the bus shelter from B Street to 3rd Street at the Community Garden.

New Trolleys on Oregon Coast (and Another Shuttle): Pacific City, Tillamook, Yachats

Published 05/26/26 at 5:55 a.m.

By Oregon Coast Beach Connection [Staff](#)



(Tillamook, Oregon) – Most know of the trolleys at Seaside and Astoria, but now two new Oregon coast areas have them: Yachats and Tillamook. To top off the good news for public transportation, Pacific City's shuttles are back in action. (Above: Tillamook's trolleys)

All of them will be – or already are – ferrying people around various attractions, beaches, landmarks or restaurants and other businesses.

Oregon Coast Lodging

Visit Yachats is launching its summer season with the debut of the Yachats Area Trolley, a new hybrid-electric shuttle designed to give visitors and residents an easy, scenic way to move through town without relying on their cars.

The trolley will operate from Memorial Day through Labor Day, running between Beachside State Park and Cape Perpetua with stops at hotels and key points throughout the village. Service is limited to Saturdays and Sundays until June 11, after which it expands to Thursday through Sunday. Hours are 10 a.m. to 7 p.m.

Visit Yachats says the route is intended to connect riders with some of the community's most popular destinations while reducing congestion and encouraging a slower, more relaxed pace.

Latest Coastal Lodging News Alerts

[In Seaside:](#)

Includes exclusive listings; some specials in winter

[In Cannon Beach:](#)

Includes rentals not listed anywhere else

[In Manzanita, Wheeler, Rockaway Beach:](#)

Some specials for winter

[In Pacific City, Oceanside:](#)

Some specials for winter

[In Lincoln City:](#)

Some specials for winter

[In Depoe Bay, Gleneden Beach:](#)

Some specials for winter

[In Newport:](#)

Look for some specials

[In Waldport:](#)

Some specials for winter

[In Yachats, Florence:](#)

Some specials for winter

[Southern Oregon Coast Hotels / Lodgings](#)

Reedspport to Brookings, places to stay; winter deals



Courtesy Visit Yachats

Pacific City Hotels

The trolley is equipped with a wheelchair ramp and secure space for two wheelchairs. A route map is available at visityachats.org/yachatstrolley.

The Tillamook County Transportation District (TCTD) will launch its 2026 Pacific City Shuttle service on Saturday, May 23, offering free weekend transportation along a seven-mile route from Bob Straub State Park to the Whalen Island/Clay Myers area.



Courtesy Tillamook's The Wave

City & Local Guides

The shuttle will run Saturdays and Sundays, with additional service on Memorial Day and Labor Day. One of the district's trolleys will be assigned to the route. All trips begin and end at the Thousand Trails office, with seven departures each day at 10 a.m., 11 a.m., noon, 1:30 p.m., 2:30 p.m., 3:30 p.m. and 4:30 p.m.

The service connects riders to major destinations in and around Pacific City, including the Pelican Pub, Sitka Sedge Natural Area, Whalen Island and the Kiawanda Community Center. Residents of both Pacific City and Woods are encouraged to use the shuttle. Buses are equipped with front-mounted racks that can carry two bicycles.



Courtesy Visit Yachats

Seaside Restaurants

More information is available by calling the Tillamook County Transportation District at 503-815-8283 between 8 a.m. and 5 p.m., or by visiting tillamookbus.com.

Two low-mileage vintage trolley buses arrived at the Tillamook County Transportation District in late May, adding new capacity as the agency continues upgrading its fleet.

They're "new to us," said the TCTD.

The trolleys, brought in from Washington with roughly 3,800 and 4,200 miles on them, will begin serving Routes 1, 2, 3, 4 and 6 by mid-June. TCTD says additional new buses will also begin appearing in the coming weeks as part of its ongoing renewal efforts.

Tillamook County's The WAVE keeps...well....making waves. See tillamookbus.com

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Wednesday, May 20, 2026 – 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. **Call to Order:** Board Chair Bean called the meeting to order at 6:00 pm.

2. **Pledge of Allegiance**

3. **Roll Call:**

Present

TCTD Board of Directors

Gary Hanenkrat, Director
Marni Johnston, Treasurer (via Zoom)
Jonathan Bean, Chair
David McCall, Vice-Chair
Vern Ressler, Director
Nan Devlin, Secretary

Absent

TCTD Board of Directors

Eric Sappington, Director

TCTD Staff

Brian Vitulli, General Manager
Sue Lewis, Office Assistant
Jacquelyn Puett, Brokerage Manager
Michael Reed, Operations Superintendent
Keri Brown, Admin Assistant/Board Clerk

Guest

Arla Miller, ODOT Public Transportation Division
Jim LeNormand, Public
Tyler Hellner, ATU Representative
Steve Shropshire, Esq. TCTD's Legal Counsel, Jordan Ramis (via Zoom)

4. **Announcements and Changes to Agenda**

Motion by Director McCall to Approve Announcements, Changes to Agenda, and Agenda Approval. Seconded by Director Devlin.

Motion Passed

By Chair Bean, Directors Ressler,
Hanenkrat, Johnston, McCall, and Devlin

5. Public & Guest Comments:

Tyler Hellner commented on the minutes from the previous Board meeting and submitted a written copy of his remarks for the record.

John Cline commented that things are improving, increased ridership, more drivers, and buses running with more services. He appreciates the effectiveness of the District management for their efforts.

6. Executive Session: None.

STATE OF THE DISTRICT REPORT

7. Financial and Grant Reports: Updates for the month of February 2026 are included in the Board packet pages 1-25.

Director McCall asked about pages 23 and 24 in the Financial report, it states page 23 is showing one of three and page 24 shows three of three, need to know if there are three pages or just two and is there a page missing. GM Vitulli stated that there are three pages and the other page is 25.

8. Service Performance Reports: Statistics for March 2026 are included in the Board packet page 26-27.

Chair Bean asked whether ridership is increasing across the state. OS Reed responded that he was unsure whether other transit districts are expanding service and restoring previously reduced routes. He added that the District's current progress is a significant step in the right direction, with year-to-date ridership showing meaningful gains.

9. Northwest Oregon Transit Alliance: Agenda from the May 2026 meeting and minutes from the April 2026 meeting are included in the Board packet pages 28-30.

Director McCall commented that the April NWOTA minutes indicated the financial information was not yet available for review and was expected within a few months. He asked whether the reports have since been provided or if the organization remained in a catch-up phase, adding that the issue extends beyond the District.

Chair Bean asked about the delay in financial reports. GM Vitulli stated that additional information would be provided at a later date.

10. NW Rides Brokerage: Brokerage Manager Puett provided the following updates:

- a. Total number of calls received in the Brokerage is 3,992 and 236 abandoned.
- b. Planning to advertise for a new scheduler/dispatcher and CSR positions soon.
- c. Expand on transportation provider network in areas where we have needs.
- d. Participating in Healthy Kids Day coming up on May 30th.

Brokerage Manager Puett addressed Director Hanenkrat's question from the previous Board meeting about how rising fuel costs might impact TCTD's NEMT service. She stated that the rising costs would primarily impact the brokerage's contracted transportation providers and their budgets, resulting in efficiencies such as more shared rides. Director McCall had previously asked about the mileage reimbursement rate and Puett informed the Board that the current rate was \$0.49 per mile, up from \$0.47 per mile the previous year. She was meeting with CareOregon soon and would inquire about the methodology used for the calculation and report back.

Discussion also took place on the ratio of calls to trips taken and it was explained that not everyone calls to schedule a one-way trip, many calls cover multiple rides, cancellations, or subscriptions for clients.

11. General Manager Report: Updates included in Board packet pages 31-32 (see GM Report in packet for details):

- a. **Administration/Coordination**
- b. **Planning Development**
- c. **Grant Funding**
- d. **Facility/Property Development**
- e. **Operations and Vehicle Maintenance**

Director McCall asked about the two used trolley replica buses that were inspected. GM Vitulli stated that the vehicles were located in Federal Way, Washington, at Northwest Bus Sales. The buses are lightly used 2019 models previously operated by Pierce Transit for special events and parades. They are 7-year/200,000-mile vehicles and have reached their useful life in years, and were subsequently auctioned. The District has arranged to purchase these vehicles, with delivery expected on May 21.

Director Devlin asked if the trolleys are going to be able to help Rockaway Beach for the summer or are assigned to other duties. GM Vitulli stated that as soon as the drivers have completed training on the new buses, they will be ready for service.

Chair Bean asked whether the trolley buses are equipped with a lift. GM Vitulli stated that the buses are low-floor and can kneel to reduce step height for easier boarding. They are also equipped with deployable ramps, which operate more quickly than those on the District's Category B buses.

12. Miscellaneous: None

CONSENT CALENDAR

Director McCall requested that Consent Item 13: Motion to Approve the Minutes of April 15, 2026, Regular Board Meeting be moved from the Consent Calendar to discuss a change and that Consent Item 14: Motion to Approve February and March 2026 Financial Statements remove March from consideration.

Motion by Director McCall that Consent Item 13: Motion to Approve the Minutes of April 15, 2026, Regular Board Meeting be moved from the Consent Calendar to

discuss a change and that Consent Item 14: Motion to Approve February and March 2026 Financial Statements remove March from consideration. Seconded by Director Hanenkrat.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

13. Motion to Approve the Minutes of April 16, 2026, Regular Board Meeting

Motion by Director McCall to Approve the Amended Minutes of April 16, 2026, Regular Board Meeting. Seconded by Director Hanenkrat.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

14. Motion to Approve the February 2026 Financial Statements

Motion by Director McCall to Approve the February 2026 Financial Statements. Seconded by Director Devlin.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

15. Resolution 26-08 In the Matter of Declaring and Disposing of Surplus

Director Hanenkrat asked whether the District conducts its own surplus auctions. GM Vitulli stated that the District utilizes a third-party service, GovDeals, to manage the process. The District provides vehicle details, including condition and photographs, and GovDeals manages the sale.

Motion by Director McCall to Approve Resolution 26-08 In the Matter of Declaring and Disposing of Surplus. Seconded by Director Devlin.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

16. Resolution 26-09 Authorizing the General Manager to Enter Into a Janitorial Services Agreement with Marie Mills Center for the Downtown Transit Center

Director McCall asked whether the current contracts differ from those offered last year. GM Vitulli stated that the contracts include a slight increase in monthly fees.

Chair Bean asked about the signature on page 41 of the contract with Marie Mills for Janitorial Services. GM Vitulli stated that the signature on page 41 was that of the

Marie Mills representative and that the District has not yet executed the agreement, as Board approval is required prior to signing. Updated contract reflecting a revised fee structure has been provided by Marie Mills.

Motion by Director McCall to Approve Resolution 26-09 Authorizing the General Manager to Enter Into a Janitorial Services Agreement with Marie Mills Center for the Downtown Transit Center. Seconded by Director Devlin.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

17. Resolution 26-10 Authorizing the General Manager to Enter Into a Janitorial Services Agreement with Marie Mills Center for the TCTD Administration Building

Motion by Director Devlin to Approve Resolution 26-10 Authorizing the General Manager to Enter Into a Janitorial Services Agreement with Marie Mills Center for the TCTD Administration Building Center. Seconded by Director Ressler.

Motion Passed

By Chair Bean, Directors Ressler, Hanenkrat, Johnston, McCall, and Devlin

18. Resolution 26-11 Authorizing the General Manager to Enter Into a Memorandum of Agreement with the Tillamook Adventist School and the Tillamook County YMCA for After School Transportation Services

Chair Bean stated that the term memorandum is not specifically defined in the Oregon Revised Statutes (ORS) and questioned whether an applicable defined term exists. GM Vitulli responded that the District has historically used both Memoranda of Agreement (MOA) and Understanding (MOU), but in this case an MOA is appropriate. GM Vitulli added that this is the second year of this agreement between the three parties. District counsel Steve Shropshire explained that a Memorandum of Agreement is commonly used between nonprofit or governmental entities to document a binding understanding. He further stated that Chapter 198, which governs Special Districts, references memoranda related to agreements between such entities. Director Johnston added that she routinely drafts Memoranda of Agreement in her work, as they are standard practice. Chair Bean asked where the term is defined in ORS. Steve Shropshire stated that the ORS does not specifically define Memorandum of Agreement, but such a definition is not necessary for enforceability, as many legal terms lack statutory definitions. Chair Bean stated that the matter at hand does not appear to involve an agreement between two governmental entities.

Motion by Director McCall to Approve Resolution 26-11 Authorizing the General Manager to Enter Into a Memorandum of Agreement with the Tillamook Adventist

These minutes contain materials which paraphrase and/or summarize statements made during this meeting. Only text enclosed in quotation marks report a speaker's exact words.

School and the Tillamook County YMCA for After School Transportation Services.
Seconded by Director Devlin.

Motion Passed

By Chair Bean, Directors Ressler,
Hanenkrat, Johnston, McCall, and Devlin

19. Resolution 26-12 Authorizing the General Manager to Execute Amendment Number 4 to ODOT Grant Agreement Number 35328

Chair Bean asked when Grant Agreement Number 35328 was first received. GM Vitulli stated that it was in 2022. Chair Bean asked why the grant has taken approximately four years to complete. GM Vitulli explained that the funds were used for the Transit Center renovation and are currently funding the design and upcoming construction of the Hebo bus stop. The payment for two recently purchased trolleys will expend the Trolley Purchase line item under Grant Agreement 35328.

Motion by Director Devlin to Approve Resolution 26-12 Authorizing the General Manager to Execute Amendment Number 4 to ODOT Grant Agreement Number 35328. Seconded by Director Ressler.

Motion Passed

By Directors Ressler, Hanenkrat,
Johnston, McCall, and Devlin
Chair Bean voted nay

20. Resolution 26-13 Authorizing the General Manager to Execute Amendment Number 2 to ODOT Grant Agreement Number 35822

Director McCall stated that in March, the District believed the correct line item had been identified; however, within the past two months, the FTA reclassified it as a different vehicle type. Arla Miller of ODOT confirmed that the change resulted from a coding error in Program Services, which revised the allocation from three buses to two.

Chair Bean asked about Revised Exhibit A, where it states '*FTA funding Category B. Project identified not ready to execute. Funds are not available until FTA grant execution and subgrant agreement revision to release funds for reimbursement.*' Arla Miller from ODOT stated that the District has a revision with FTA for these funds, and the approval process requires additional time before ODOT can release funds. ODOT cannot issue payments until the funds are received, which is why the project is not yet ready for payment. Chair Bean asked whether the funding pertains to future vehicles. GM Vitulli stated that it is only intended for two new trolleys expected this fall.

Director McCall stated that it shows the delivery date of December 1st, so we should not anticipate issues in receiving the funds. Arla Miller from ODOT stated that the District should not encounter any problems.

Motion by Director McCall to Approve Resolution 26-13 Authorizing the General Manager to Execute Amendment Number 2 to ODOT Grant Agreement Number 35822. Seconded by Director Hanenkrat.

Motion Passed
By Directors Ressler, Hanenkrat,
Johnston, McCall, and Devlin
Chair Bean voted nay.

DISCUSSION ITEMS

21. Staff Comments

General Manager Vitulli: Informed everyone about upcoming events in Tillamook. The Farmers Market will begin on June 13, and the June Dairy Parade is scheduled for June 27, with plans to operate one of the recently acquired trolleys. The YMCA-sponsored Healthy Kids Day event will take place on May 30 at the Pastega Activity Center. The next Board meeting is scheduled for June 17.

Operations Superintendent Reed: None.

Admin Assistant Brown: None.

Brokerage Manager Puett: None.

Office Assistant Lewis: None

22. Board of Directors' Comments

Dir. Hanenkrat: None

Dir. Devlin: None

Dir. Ressler: Asked whether all trolleys are uniform in size or vary in dimensions. General Manager Vitulli explained that the two used trolleys arriving tomorrow are Freightliner ARBOC models, manufactured by a different company than the District's current Hometown Trolley and the two new Hometown Trolley buses that are expected this fall.

Director Ressler asked whether the trolleys are classified as Class B or Class C buses. GM Vitulli clarified that the trolleys arriving tomorrow are Class C vehicles, while the two new trolley buses to be delivered in the fall are Class B—designed for heavier duty use with an estimated lifespan of 10 years or 350,000 miles.

Dir. McCall: Stated that he received an email from another Director requesting an executive session. That this item does not appear on the current agenda and expressed that it would be more appropriately discussed in executive session rather than in open session. Given that Director Johnston is not presently in the room and Director Sappington is absent, I recommend that the matter not be delayed and suggested scheduling a special meeting to address it.

Chair Bean: Stated that Director Johnston suggested having the special meeting in two weeks.

Dir. Johnston: Stated that whatever day the meeting is scheduled, she would like to be there, so a special meeting will be scheduled outside of the regular monthly board meeting. The matter does not appear to be urgent.

Motion by Director McCall to schedule a Special Meeting on June 3rd at 6:00pm. Seconded by Chair Bean.

Chair Bean noted that any items requiring placement on the agenda should be directed at him. Counsel Shropshire advised that, if the matter involves personnel issues, all notice requirements and procedures governing executive sessions must be followed. Chair Bean indicated his understanding that meetings cannot begin in executive session and must start in open session. Steve Shropshire further explained that affected personnel must be given proper notice and the opportunity to request either an open or executive session, and that any resulting decisions must be made in open session. He added that his firm, as well as the Board's employment counsel, is available to assist with the notice and procedural requirements.

Chair Bean stated that there is a legal advisor for the Board Directors and her name is Heidi Mason with Innova Legal Advisors. He stated to let him know if you want her number or email to contact her.

Director McCall suggested changing the date of the special meeting to June 10, 2026, as GM Vitulli would not be available on June 3rd.

23. Adjournment: Board Chair Bean adjourned the meeting at 7:28pm.

Motion by Director McCall to adjourn. Seconded by Director Ressler.

Motion Passed
By Chair Bean, Directors Ressler,
Hankenrat, Johnston, McCall, and Devlin

These minutes were approved on this 17th of June 2026.

ATTEST:

David McCall, Board Vice Chair

Brian Vitulli, General Manager

Tillamook County Transportation District
FY 2025-2026 TCTD Budget Committee Meeting
Wednesday, May 13, 2026- 6:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minutes



1. **Call to Order:**

Budget Committee Chair Rush called the meeting to order at 6:05 PM.

2. **Pledge of Allegiance**

3. **Roll Call:**

TCTD Board Members Present:

Gary Hanenkrat, TCTD Board Director
Marni Johnston, TCTD Board Director
Jonathan Bean, TCTD Board Chair
David McCall, TCTD Board Director
Nan Devlin, TCTD Board Director
Eric Sappington, TCTD Board Director

TCTD Budget Committee Members Present:

Chris Kell, TCTD Budget Committee
Ron Rush, TCTD Budget Committee (Virtual)

TCTD Staff Members Present:

Brian Vitulli, General Manager/Budget Officer
Charlene Pech, Finance Supervisor
Jacquie Puett, NW Brokerage Manager
Mike Reed, Operations Superintendent
Sue Lewis, Office Assistant
Keri Brown, Administrative Assistant

Absent:

Tamra Perman, TCTD Budget Committee
Justin Aufdermauer, TCTD Budget Committee
Marlie Jo Burdick, TCTD Budget Committee
Dustin Burdick, TCTD Budget Committee

Guests:

None

4. **Public Comments and/or Concerns**

None.

5. **Election of TCTD Budget Committee Chair for FY 2026-2027:**

Motion by Director Johnston to appoint Ron Rush as Budget Committee Chair for FY 2026-2027. *Motion Seconded* by Director McCall.

Motion Passed Unanimously

6. **Reading of the Budget Officer's message.**

Budget Officer/General Manager Brian Vitulli read the Budget Officer's message for FY 2026-2027 into the record.

7. **Presentation of the FY 2026-2027 Budget by Fund:**

(1) LB-20 General Fund Resources

(2) LB30A Administration (Allocated)

(3) LB-30B Operations (Allocated)

(4) LB-30C Maintenance (Allocated)

(5) LB-30D NW Rides

(6) LB-30E General Fund (Not Allocated)

(7) LB-10 Property Management Fund

(8) LB-11 Capital Reserve Fund

(9) LB-11 Bus Wash Reserve Fund

(10) LB-10 Special Transportation Fund

(11) LB-11 Vehicle Replacement Reserve Fund

(12) LB-10 NWR Fund

(13) LB-10 NWOTA Fund

(14) LB-10 STIF Fund

(15) Notice of Property Tax

(16) Budget Adoption

(17) Recommended Motions

8. **Motion of the TCTD Budget Committee to approve the FY 2026-2027 Tillamook County Transportation District Budget and send it to the Tillamook County Transportation District Board of Directors for a public Budget Hearing.**

Moton of the TCTD Budget Committee recommending Board Approval and Adoption of the FY 2026-2027 Budget in the amount of \$18,598,410 and Interfund Transfers of \$3,320,419 for a total Approved Budget of \$21,918,829.

Motion of the TCTD Budget Committee recommending Board Approval of Receipt of Taxes for FY 2026-2027 at the Current Rate of \$0.20 per \$1000 (\$1,320,000) of Assessed Value for Operating Purposes in the General Fund.

MOTION by Director McCall to Approve the TCTD Budget Committee FY 2026-2027 Tillamook County Transportation District Budget and send it to the Tillamook County Transportation District Board of Directors for a public Budget Hearing; the TCTD Budget Committee recommending Board Approval and Adoption of the FY 2026-2027 Budget in the amount of \$18,598,410 and Interfund Transfers of \$3,320,419 for a total Approved Budget of \$21,918,829; and the TCTD Budget Committee recommending Board Approval of Receipt of Taxes for FY 2026-2027 at the Current Rate of \$0.20 per \$1000 (\$1,320,000) of Assessed Value for Operating Purposes in the General Fund. Seconded by Director Devlin, with the following comments:

1. Reviewing current-year fuel expenditures against budget projections,
2. Further evaluating departmental consolidation options,
3. Correcting identified LB-1 and LB-50 form errors,
4. Obtaining prior-year assessor reference documents,
5. Submitting revised forms for assessor review,
6. Posting finalized budget materials to the District website prior to the public hearing.

MOTION PASSED UNANIMOUSLY

9. Committee Member Comments/ Concerns

Director McCall commented that putting the Budget together can be difficult and FS Pech has done a heroic job.

Director Johnston commented that the Budget was visually appealing.

Director Devlin commented that FS Pech did a great job putting it together.

FS Pech thanked everyone for being patient and appreciate everyone.

10. **Adjournment:** Committee Chair Ron Rush adjourned the meeting at 7:14 PM.

These minutes are approved on this 17th day of June 2026.

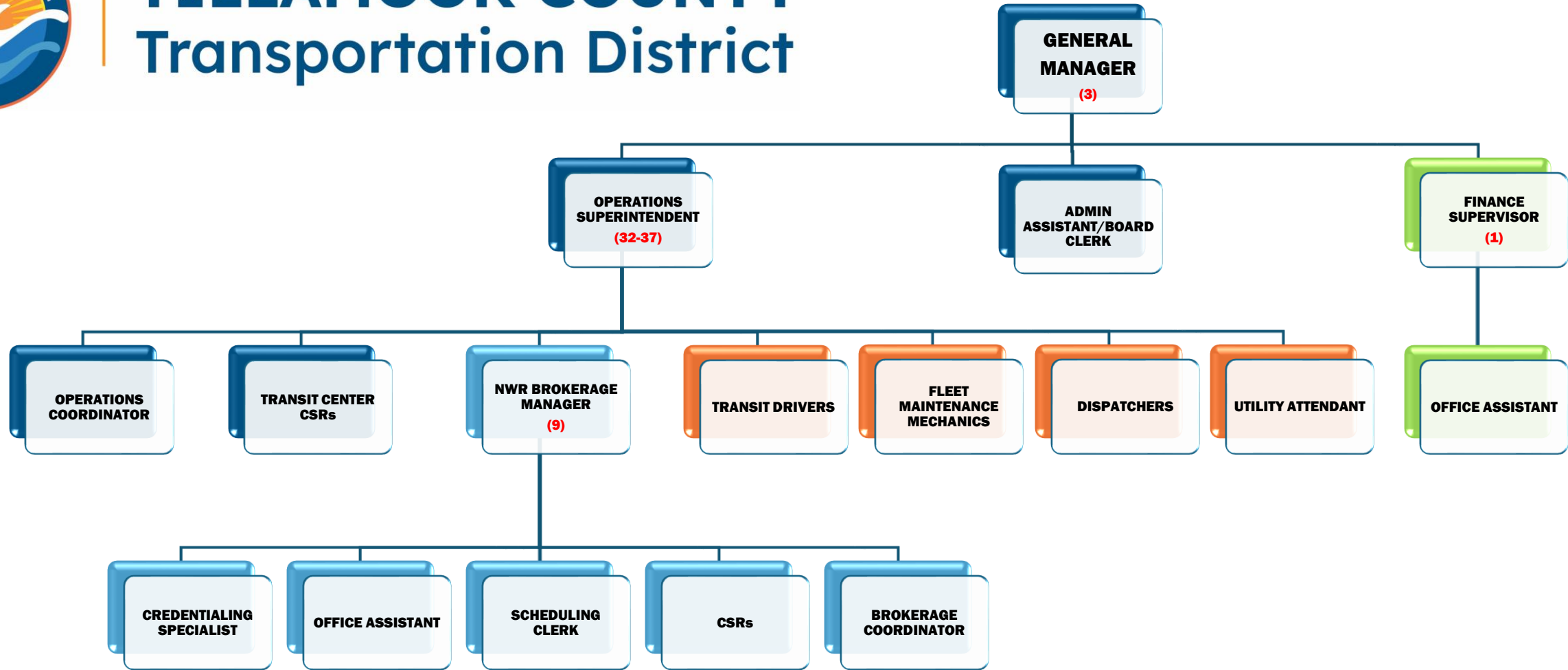
Attest:




David McCall, Board Vice Chair

Brian Vitulli, General Manager



TILLAMOOK COUNTY Transportation District



-  NWR Brokerage Staff
-  ATU 757 Represented Employees
-  Finance Department

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

**In the Matter of Adopting the)
Budget, Making Appropriations,)
Levying Taxes, and Categorizing)
Taxes for FY 2026-2027)**

RESOLUTION NO. 26-14

WHEREAS, pursuant to the requirements of ORS 294, the Board of Directors of the Tillamook County Transportation District is required to adopt a budget and make appropriations for the District for FY 2026-2027; and

WHEREAS, on June 17, 2026, following public notice and a public hearing, the TCTD Budget Committee approved the FY 2026-2027 budget and recommended adoption by the Board of Directors.

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

MAKING APPROPRIATIONS

Section 1: The Board of Directors of the Tillamook County Transportation District hereby adopts the budget for Fiscal Year 2026-2027, in the total of \$21,918,829. This budget is now on file at the District office in Tillamook, Oregon.

Section 2: The amounts shown below on the following page are hereby appropriated for the Fiscal Year beginning July 1, 2026 and for the following purposes:

TOTAL APPROPRIATIONS FOR FY 2026-27			
General Fund		Bus Wash Maint. Reserve Fund	
Administration	1,286,179	Transfers	0
Operations	3,261,996	Contingency	23,140
Maintenance	1,183,580	Total	\$23,140
Unallocated		NW Oregon Transit Alliance	
Debt Services	0	Materials & Services	78,130
Capital Outlay	2,785,010	Transfers	282,510
Transfers	572,452	Capital Outlay	0
Contingency	2,513,350	Contingency	347,812
Total	\$11,602,567	Total	\$ 708,452
Property Management Fund		NW Rides	
Materials & Services	135,960	Transfers	1,547,593
Debt Service	32,742	Materials & Services	5,580,000
Capital Outlay	80,000	Capital Outlay	0
Contingency	47,298	Contingency	407,407
Total	\$296,000	Total	\$ 7,535,000
Capital Reserve Fund		STIF	
Transfers	430,490	Special Payments	195,902
Contingency	508,902	Transfers	513,826
Total	\$939,392	Contingency	99,550
		Total	\$ 809,278
Vehicle Purchase Reserve			
Transfers	0		
Contingency	5,000		
Total	\$5,000		
Total Appropriations, All Funds:			\$ 17,966,370.00
Unappropriated and Reserve Funds:			\$ 3,952,459.00
Total Adopted Budget:			\$ 21,918,829.00

IMPOSING THE TAX

Section 3: The following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the District for tax year 2026-2027 at the rate of \$0.200 per \$1,000 of assessed value for permanent rate tax.

CATEGORIZING THE TAX

Section 4: The Board of Directors of Tillamook County Transportation District hereby categorize the taxes as follows:

General Government Limitation
Permanent Rate Tax: \$0.20/\$1,000
Local Option Tax: none

Excluded from Limitation
\$0.00

Section 5: That the Budget Officer, in accordance with ORS 294.458(3), shall file with the County assessor two copies each of the notice required under ORS 310.060; two copies of a statement confirming the ad valorem property taxes approved by the budget committee; and two copies each of this resolution to adopt the budget, make the appropriations, and itemize, categorize, and certify the taxes.

APPROVED AND ADOPTED by the Tillamook County Transportation District Board of Directors this 17th day of June 2026 by the following votes:

Aye _____ Nay _____ Abstain _____ Absent _____

ATTEST:

By: _____
David McCall, Board Vice Chair

By: _____
Brian Vitulli, General Manager

Motion passed/failed by show of hands:

Nan Devlin
Gary Hanenkrat
Marni Johnston
David McCall
Vern Ressler
Eric Sappington

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

**In the Matter of Adopting)
a Revised Administrative)
Employee Compensation)
Plan for the District)**

RESOLUTION NO. 26-15

WHEREAS, the Board of Directors for the Tillamook County Transportation District has the budget authority to set wages and salaries for the District; and

WHEREAS, the District adopted Resolution Nos. 19-35 and 19-36 to establish a new administrative employee staffing plan, create new positions, reclassify several existing positions, and establish wages and salaries for the District’s administrative employees; and

WHEREAS, the District later adopted Resolution No. 20-11 to establish a Brokerage Coordinator position and set a wage range for the new position; and

WHEREAS, the District later adopted Resolution No. 26-01 to establish a Brokerage NEMT Credentialing Specialist position and set a wage range for the new position; and

WHEREAS, it is necessary to adjust the salary ranges for all active administrative employee positions; and

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

1. Effective July 1, 2026, the Board establishes the following compensation schedule for the following District administrative employee positions:

Position	Annual Salary Range	Hourly Equivalent
Administrative Assistant	\$37,543.45 - \$55,288.09	\$18.05 - \$26.58
Office Assistant	\$39,442.00 - \$59,696.00	\$18.96 - \$28.70
NW Rides Office Assistant	\$37,440.00 - \$52,000.00	\$18.00 - \$25.00
Financial Supervisor	\$61,188.40 - \$101,310.51	\$29.42 - \$48.71
Brokerage Manager	\$61,188.40 - \$101,310.51	\$29.42 - \$48.71
Brokerage Coordinator	\$45,891.30 - \$65,559.00	\$22.06 - \$31.52
Brokerage CSR	\$37,543.45 - \$51,791.61	\$18.05 - \$24.90
Brokerage NEMT Credentialing Specialist	\$37,440.00 - \$52,000.00	\$18.00 - \$25.00

Operations Superintendent	\$61,188.40 - \$101,310.51	\$29.42 - \$48.71
Operations Coordinator	\$52,477.20 - \$78,867.48	\$25.22 - \$37.92
Transit Center CSR	\$35,227.04 - \$51,791.61	\$16.94 - \$24.90

2. The General Manager of the District shall take all steps necessary to implement this Resolution.

INTRODUCED AND ADOPTED this 17th day of June, 2026.

ATTEST:

By: _____
David McCall, Board Vice Chair

By: _____
Brian Vitulli, General Manager

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

**Authorizing the General Manager)
to Execute a Professional Services)
Agreement with Madison Ave. Collective)
for NWOTA Website Management)**

RESOLUTION NO. 26-16

WHEREAS, the Northwest Oregon Transit Alliance (“NWOTA”) Coordinating Committee was previously awarded a Statewide Transportation Improvement Fund Discretionary grant from the Oregon Department of Transportation to create a NWOTA website to market and brand regional coordinated transit services (the “Website”); and

WHEREAS, Tillamook County Transportation District (“TCTD”) serves as fiscal agent for NWOTA; and

WHEREAS, in December 2023, TCTD and its NWOTA partners conducted a Request for Qualifications (“RFQ”) process to select a consultant to manage the transition from the previous vendor and to provide website hosting, maintenance, and support services for the NWOTA website; and

WHEREAS, TCTD and its partners selected Madison Ave. Collective, the preferred vendor out of three (3) respondents to the RFQ, as the consultant for this work; and;

WHEREAS, TCTD and its partners wishes to continue the relationship with Madison Ave. Collective, to provide routine monitoring, software updates, technical support, and monthly reporting (updates and analytics) for the NWOTA website for the period July 1, 2026 through June 30, 2027.

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

that the Board authorizes the TCTD General Manager to execute a professional services agreement not to exceed \$16,500 with Madison Ave. Collective to provide routine monitoring, software updates, technical support, and monthly reporting for the NWOTA website.

INTRODUCED AND ADOPTED this 17th day of June 2026.

ATTEST:

By: _____
David McCall, Board Vice Chair

By: _____
Brian Vitulli, General Manager

Contract

Annual Website Hosting, Maintenance, and Support Plan



NWOTA / NWConnector

July 1, 2026 Agreement Effective Date

Primary Contact

Lars Faye
Technical Director

support@madcollective.com
541.971.4113

Secondary Contact

Logan Hoffman
VP of Strategy & Growth

logan@madcollective.com
541.971.4113 x711

Creative Partner
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Introduction

Thank you for inviting Madison Ave. Collective (MAC) to provide you with this website hosting, maintenance, and support plan for the nwconnector.org website. This hosting, maintenance, and support contract will provide you with hosting, routine monitoring, software updates, Milo licensing, and technical support as well as monthly website reporting (updates and analytics) for 12 months following the start date of this contract. This proposal describes the services, terms, and cost of the maintenance and support plan.

About Madison Ave. Collective

For more than 17 years, Madison Ave. Collective (MAC) has been helping community-focused organizations and institutions overcome complex challenges with inclusive and strategic branding and digital solutions. Clients including community colleges, government agencies, and community organizations work with us to ensure their communication is clear and distinct, and their digital tools are user-focused, accessible, and intuitive so they can achieve broad and long-lasting impact.

Whether you're rallying your organization around a brand refresh, building a new website, or starting from scratch with your marketing efforts, we can offer expert guidance and end-to-end solutions to connect you to the communities you serve.



Our comprehensive and award-winning work has been recognized with **top national awards** from Webby (the Internet's highest prize), W3, Graphic Design USA, the National Council for Marketing & Public Relations, and more.



Scope of Work

Our **Website Hosting, Maintenance, & Support Plan** includes the following managed services:

Hosting for the website on a 3rd party cloud hosting service (Cloudways)

- Includes up to 4GB RAM, 80GB NVMe Storage, and unlimited traffic.
- Includes SSL Certificate for website security.
- Automated server-level notifications of any downtime issues with the website.
- Communication with hosting service, when necessary, to troubleshoot server configuration, security, and downtime issues.

Ongoing automated and manual monitoring of your website

- Updating core code (WordPress) and plugin as needed
- Management of the SSL certificate within the hosting server environment
- Applying WordPress and plugin security patches
- Maintaining routine site backups (daily, weekly, monthly)
- Troubleshooting of malfunctioning core functionality
- Updating PHP versions and associated code as necessary
- Updating database versions and associated code as needed
- Licensing for plugins as outlined in this statement of work

Please Note: All technical updates made to the site will be tested on a dedicated staging server to ensure proper functionality prior to being installed on the live site.

Regular Reporting

- Monthly maintenance and analytics report (PDF) outlining the updates made to the website as well as user analytics via Google Analytics (GA4) from the last month.
- Annual consolidated website analytics report including user demographic data as available through Google Analytics (GA4).

Security and Uptime

At the server level, MAC will ensure the selected hosting provider follows all industry best practices in server and website security. This will include 24/7 technical support from the host to all accounts, allows for the integration of 3rd-party SSL certification, and leverage additional technologies and approaches to make sure their servers and your website are secure at all times.

At the domain level, MAC will implement Cloudflare application services to help ensure optimal performance, even in the face of brute force and other malicious attacks. This



service provides you with:

- Content Distribution Network (CDN) to improve performance/load times
- Unmetered DDoS Protection
- Managed Rule Set
- Web Application Firewall
- Uptime SLA
- Bot Mitigation Services

At the website level, MAC will implement and maintain a comprehensive set of proactive security measures to ensure that the website remains secure and performing optimally. From a security perspective, MAC will take the following steps to ensure that the site does not become compromised:

- All passwords will be salted and hashed (obscured) before being stored in the database, to protect against brute force attacks.
- All forms processed on-site will feature anti-spam (ReCaptcha and/or Honeypot) technology when reasonable.
- The website will be secured with SSL/TLS to encrypt transmitted data and ensure data integrity.
- MAC will install and configure a security plugin (WordFence) to provide security enhancements, including an application-level firewall, changing the default WordPress login URL, and blocking bots after multiple failed login attempts.
- The website will send proper security headers to protect against attacks including XSS (Cross-Site Scripting) and clickjacking. This will also enforce HTTPS.

Milo Transit Navigator Licensing & Updates

Milo Transit Navigator is the mapping tool developed by MAC that is currently leveraged on your website to provide all interactive transit map functionalities. It provides easy trip planning and real-time transit tracking functionality to riders by leveraging GTFS and GTFS-RT data in an interface that perfectly matches your brand's look-and-feel. Our ongoing Website Management services include licensing for this product, which includes:

- Software maintenance, patching, and versioning to ensure compatibility with WordPress updates.
- Automated monthly GTFS feed updates (or up to 3 times per month, as requested).
- Annual Client Training (1 hour) to review features and functions of the software and how to use it.
- Direct support contact for issue remediation.
- \$200 monthly credit for Google Maps API usage (approximately 28,500 map loads per month for no charge). *Note: Additional charges may apply if this quota is exceeded. Rates set by and paid directly to Google through a Google Maps API account.*



On-Call Support & Development Services

In order to provide you the level of service required while also establishing a flexible contract that allows us to address issues/concerns as we work to continual improvement of the website, MAC will provide **20 hours of On-Call Support & Development Services** over the annual length of the contract. These hours can be used for any of the following:

- Additional training, client support, or consultation
- Website changes and improvements (design, development, content) which can be accomplished in the allotted time
- Additional auditing and remediation services (SEO, WCAG compliance, etc.)

If additional hours are needed, they can be added to this retainer at any time.

Dedicated Point of Contact

We'll assign you with a dedicated point of contact for any problems or questions that come up. Emergency situations, such as website down or pages displaying improperly, will get our priority attention.



Service Level Agreement

We do not have a 24x7 staff, but we make every effort to respond promptly to requests. We typically respond to emergencies within 2–8 hours (weekdays) or 12–24 hours (weekends). You can expect a response to all non-emergency communications within two business days. Minor updates are typically completed within 2–5 business days; larger projects must be scheduled.

Please ask for an additional quote if you need swifter or guaranteed response times.

Terms of Service

This agreement will become effective on July 1, 2026. The agreement will automatically be renewed on a year-to-year annual basis.

Annual service agreements are billed in line with payment terms laid out in this agreement. Additional hours beyond the allotted **20 hours** of additional support & creative services, if requested, are billed at our standard hourly rate. At any time you may ask how many of the “additional support & services” hours allotted for the contract have been used.



Cost Proposal

MAC is issuing this proposal as a fixed cost project bid based on the outlined deliverables and rounds of review and revision proposed. Additional deliverables or review rounds, if requested, may be subject to additional costs billed at a standard rates.

All prices will remain firm for a minimum of 60 days from the submittal date of the proposal. If selected, prices will remain valid for the duration of the Contract term.

If a further cost breakdown by deliverable is desired, please let us know and we can provide an itemized cost proposal.

Service Description	Cost
Annual Website Hosting, Maintenance, and Support <i>As outlined in this proposal</i>	\$16,500



Terms and Conditions

General Terms: This proposal covers services as described only, and includes estimates of time and costs based on all information available prior to project start. Outside costs such as equipment rental and artwork licenses, if any, will be estimated separately. If any work is anticipated to exceed estimated costs as outlined in this proposal, Madison Ave. Collective (MAC) will obtain Client approval before proceeding with the work; alternatively, Client may decide not to include said work. Project status and approval meetings will be scheduled weekly or on an “as-needed” basis throughout the project.

Payment: Total cost for this annual agreement is \$16,500. MAC will invoice monthly, with an initial invoice on July 1, 2026 for \$2,750 and 11 additional invoices of \$1,250 being invoiced on the first business day of each month for the term of the contract. Additional hours are billed at our standard rate (\$190/hour). Late accounts could cause project work to be discontinued until the account is brought current. This estimate is valid for up to 60 days. Any additional Client-requested work outside the scope of this proposal would be billed additionally on a time-and-materials basis at standard hourly rates.

Renewal: This agreement will become effective on July 1, 2026 and will expire on June 30, 2027. The agreement can be renewed on a year-to-year annual basis with agreement from both parties.

Intellectual Property: All products relating to work performed by us under this engagement will remain our property until payment for services is received in full. Upon receipt of payment in full, all rights to final deliverables will be automatically transferred to the Client without the necessity of further action. The Milo Transit Navigator is a proprietary solution, and MAC retains the rights to all code and intellectual property related to the Milo Transit Navigator. Working files and creative concepts not accepted or purchased will remain MAC property. MAC reserves the right to use work samples in online and print portfolios. The Client must be the copyright holder for all materials supplied to MAC, or have permission to use the materials from the copyright holder. MAC is not responsible for any copyright violations. The Client shall indemnify the designer against all claims and expenses, including reasonable attorney’s fees, due to uses for which no release was requested in writing or for the uses that exceed authority granted by release.

Termination: This agreement can be terminated by either party before the conclusion of the contract year with 30 days prior notification. In the event of cancellation of this order, MAC will charge for work already completed and for any extraneous expenses that have accumulated up to the cancellation date.

Limitation of Liability and Dispute Resolution: Client agrees that it shall not hold the MAC or its agents or employees liable for any incidental or consequential damages that arise from the Client’s failure to perform any aspect of the project in a timely manner, or



that result from causes reasonably beyond the control of the MAC or its agents or employees. In no event shall the MAC be liable for indirect, incidental, or consequential damages, including, without limitation, loss of profits or interruption of business. Any disputes arising out of this agreement shall be submitted before a mutually agreed-upon arbitrator pursuant to the rules of the American Arbitration Association.



Agreement and Next Steps

This agreement, along with attached documents (if any), is the complete understanding between the parties regarding the subject matter. Any changes must be agreed upon, in writing, by both parties. Your acceptance of this proposal authorizes MAC to proceed with the scope of work as described above.

Next Steps

1. **Accept this proposal** by signing below.
2. **After you've accepted this proposal we'll send you an invoice via email.** You can make payment with either a check or ACH.
3. **Our technical project manager, Lars Faye, will reach out to you.** Lars will be your primary point of contact for all website updates and maintenance-related needs. If you ever have questions or need help, he can be reached at support@madcollective.com.

Signatures

Madison Ave. Collective

NWOTA

Signature

Date

Signature

Date

Printed Name, Title

Printed Name, Title





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madcollective.com

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

**Authorizing the General Manager)
to Execute a Professional Services)
Agreement with Madison Ave. Collective)
for NWOTA Website Redesign &)
Development)**

RESOLUTION NO. 26-17

WHEREAS, the Northwest Oregon Transit Alliance (“NWOTA”) Coordinating Committee was previously awarded a Statewide Transportation Improvement Fund Discretionary grant from the Oregon Department of Transportation to create a NWOTA website to market and brand regional coordinated transit services (the “Website”); and

WHEREAS, Tillamook County Transportation District (“TCTD”) serves as fiscal agent for NWOTA; and

WHEREAS, in December 2023, TCTD and its NWOTA partners conducted a Request for Qualifications (“RFQ”) process to select a consultant to manage the transition from the previous vendor and to provide website hosting, maintenance, and support services for the NWOTA website; and

WHEREAS, TCTD and its partners selected Madison Ave. Collective, the preferred vendor out of three (3) respondents to the RFQ, as the consultant for this work and Madison Avenue Collective has provided these services for TCTD and its partners since February 2024; and;

WHEREAS, TCTD and its partners wishes to continue the relationship with Madison Ave. Collective to redesign and develop its joint NWOTA website to better meet the needs of our internal stakeholders and our target audiences for the period July 1, 2026 through June 30, 2027.

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

that the Board authorizes the TCTD General Manager to execute a professional services agreement not to exceed \$50,000 with Madison Ave. Collective to redesign and develop the NWOTA website to better meet the needs of our internal stakeholders and our target audiences.

INTRODUCED AND ADOPTED this 17th day of June 2026.

ATTEST:

By: _____
David McCall, Board Vice Chair

By: _____
Brian Vitulli, General Manager

Proposal

Website Redesign & Development



NWOTA / NWConnector

May 8, 2026

Primary Contact

Logan Hoffman
Director of Strategy & Growth

logan@madcollective.com
541.971.4113 x711

Secondary Contact

Jeff Jimerson
Founder & CEO

jeff@madcollective.com
541.971.4113 x701

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Introduction

Thank you for inviting Madison Ave. Collective (MAC) to provide you with this proposal for the planning, design, and development of a new website for NWConnector using WordPress CMS.

Deliverables and timelines for each phase are outlined in detail in the tasks and process plan that follows.

About Madison Ave. Collective

For more than 17 years, Madison Ave. Collective (MAC) has been helping community-focused organizations and institutions overcome complex challenges with inclusive and strategic branding and digital solutions. Clients including community colleges, government agencies, and community organizations work with us to ensure their communication is clear and distinct, and their digital tools are user-focused, accessible, and intuitive so they can achieve broad and long-lasting impact.

Whether you're rallying your organization around a brand refresh, building a new website, or starting from scratch with your marketing efforts, we can offer expert guidance and end-to-end solutions to connect you to the communities you serve.



Our comprehensive and award-winning work has been recognized with **top national awards** from Webby (the Internet's highest prize), W3, Graphic Design USA, the National Council for Marketing & Public Relations, and more.



Work Plan

Our work will break down in the following phases and include the following tasks and deliverables.

PHASE 1: Discovery

Discovery is a critical part of our process that allows us to gain a comprehensive understanding of the project, your objectives, and the needs of both your internal stakeholders and your target audiences. This research allows us to make strategic and tailored recommendations as we move into later phases of work. During the Discovery phase, MAC will complete a series of research activities that will help us create tailored and strategic recommendations for NWOTA to guide website planning, design, and development.

Website Analytics Audit

To help inform our reorganization of your site, We'll conduct an in-depth audit of your website analytics over the past 12 months to gain a quantitative understanding about who is using your website, how they are using it, the information they are looking for, and how successful they are at easily navigating to the information they want to find. Our findings and recommendations will be provided to the project team in written documentation.

Website Planning Workshop

We'll then run a 2-hour workshop with the client to complete the following tasks:

- Identify your target audiences, their communication needs, and the tasks you want them to complete when engaging with the website.
- Build a draft information architecture for the website organizing all of your pages and content into logical user pathways that meet your audience needs and desired tasks.
- Identify any content needed for the new website, and identify the path/approach for developing that content.
- Identify any functional needs for the new site (i.e. document archives, event calendars, etc) and current technical systems NWOTA is using to determine method(s) for integration.

Findings & Recommendations

MAC will create a Findings & Recommendations Report for NWOTA that consolidates the findings from all Discovery activities and synthesizes them into actionable recommendations to be carried forward into later phases of the project. MAC

Note: Phase 1 deliverables will be subject to one (1) round of review and revision.



PHASE 2: Website Planning and UX/UI Design

Our Website Planning & Design phase is informed by the activities from our Discovery phase and further collaborative discussions with the NWOTA project team. The purpose of this phase is to think strategically about the user tasks, content, click paths, and design choices to plan the new information architecture, wireframes, and ultimately the interface visual design of the new website.

Website Information Architecture (IA)

Using our Discovery research, and working with your team, we will develop an efficient and user-intuitive website architecture and navigational structure for the new website outlining the page organization and streamlining user pathways to the most important information for each audience. This is critical in meeting your desire for a website that is easy to navigate, and organized and structured to best highlight NWOTA's resources and support for target audiences, with "one click" experiences where possible. The IA will specify all page and section names and define taxonomies used to categorize content up to 75 total HTML pages.

Functional and Technical Specifications Documentation

Using our Discovery research, and working with your team, we will develop detailed functional and technical specification documentation that plans out all of the functionality that needs to exist in the new site, as well as the technical solutions, including custom code and third-party integrations, that will be used to accomplish this needed functionality. We'll also determine the detailed technical stack (hardware and software) necessary to deploy the new website securely while optimizing performance and uptime. This documentation serves as a detailed roadmap for the development team throughout the project.

Content Strategy

Using the new website architecture, and working with your team, we will begin identifying content needs for each page in the new site, while also considering implementation of SEO best practices through this content. This process will likely reveal gaps where new or updated content is needed before migration to the new website. This includes written copy, photos, video, as well as meta page descriptions. Our content strategy will specify critical SEO details such as page names and headers, and URL paths for up to 75 total HTML pages, while also serving as a detailed roadmap to guide our work in migrating content to the new website.

UX/UI Design for Mobile & Desktop

With approval of the website architecture, content strategy, and home page design, we will design up to 8 custom page templates to plan the visual layout and user interface (UI) for the site at various responsive breakpoints (desktop, tablet, mobile). We'll start this process with an internal round of high-fidelity wireframes (i.e. black and white design files



focused on page layouts for usability) before refining these files through color, font, and style elements from the NWConnector brand to layout the full visual design of the user interface (UI) that we will then share with your NWOTA team for feedback. This will include the design of custom graphic elements needed to enhance or augment web page presentation (icons, bullets, and other graphic images).

This approach allows us to create a modern and responsive look-and-feel that encourages user interaction, while also planning for multiple page layouts and rich media content including images and videos. At each review these files will be shared with NWOTA in a clickable prototype using Figma for both desktop and mobile screen sizes, as well as a website style guide to ensure a consistent look-and-feel across the site. The Figma prototype will utilize static screens with clickable hotspots to simulate an interactive experience. We will also use this work to develop a Visual Website Style Guide to assist the technical team in the development of the site.

Note: Phase 2 deliverables will be subject to two (2) total rounds of review and revision.

PHASE 3: Website Development, Content Migration, and QA Testing

Using all Discovery and Website Planning & Design documentation, our team will use the following process to develop the new custom WordPress theme and back-end functionality for content migration on a private, password protected development server, as well as final testing and revision, and client training prior to publicly launching the new website.

Full Site (Front and Back-End) Development

We will implement the latest version of WordPress as the CMS and build a custom theme that integrates the visual designs and content structure defined in previous phases. Custom templates, content blocks, and reusable components will be developed to support flexibility, ease of use, and consistency across the site. The CMS will be configured with role-based permissions and approval workflows to support content governance and distributed content editing.

All pages outlined in the approved site architecture will be created using the new theme, ensuring full mobile responsiveness and adherence to accessibility standards. Custom functionality will be developed as needed and integrated seamlessly within the WordPress environment.

We will also implement required technical integrations with NWOTA systems, as identified in earlier project phases and documented in the technical requirements. These may include integrations with authentication systems, forms, data feeds, or other institutional systems.



Content Migration

MAC will automate the migration of all PDFs and media content from the current site to the new site. MAC will then manually migrate content to the top 50 HTML pages. If more than 50 HTML pages require content migration, the NWOTA team will be responsible for the remainder of this migration, or upon request MAC can utilize Creative Service Retainer hours in our Website Management and Marketing agreement to complete this work.

Quality Assurance (QA) Testing & Remediation

MAC's comprehensive quality assurance (QA) process includes our **120-point QA review** covering functionality, layout consistency, form behavior, system integrations, and mobile responsiveness, and more. We use BrowserStack to test compatibility across modern browsers and devices, and the WAVE tool to evaluate WCAG 2.2 AA accessibility compliance. Identified issues will be resolved in accordance with the approved functional and design specifications. In parallel, we'll optimize site performance by reviewing load times, file compression, asset caching, and overall page speed. Security testing will assess key vulnerabilities to ensure the site is protected from common threats, with remediation completed prior to launch.

Note: Phase 3 deliverables will be subject to one (1) total round of review and revision.

PHASE 4: Training, Launch, and Post-Launch Support

Once the website is built and tested, we'll provide training and support to your team before launching the site live.

Client Training (Knowledge Transfer & Documentation)

MAC will create user documentation for primary aspects and functionality of the website sufficient for NWOTA staff to update website content as needed. Additionally, we will provide up to 2 hours (over multiple days) of virtual training to NWOTA staff prior to launch and up to six months post-launch. These training hours can be utilized as desired with options available as group training sessions and 1-on-1.

Public Launch Of The Website & Hosting

Following testing, revision, content migration, and client training, we'll launch the website publicly to the host server and direct your DNS appropriately.

Post-Launch Support Promise

As a guarantee on the quality of work we provide, the MAC team will be available for 60 days post-launch to fix any issues discovered in the functionality of the site as scoped for this project. While this is rarely needed due to our extensive QA process, MAC backs all of our development work with this promise.



Schedule

MAC anticipates the following schedule for full completion of the work discussed to date between MAC and NWOTA.

	Weeks
Phase 1: Discovery	4
Phase 2: Website Planning and UX/UI Design	8
Phase 3: Website Development, Content Migration, and QA Testing	12
Phase 4: Training, Launch, and Post-Launch Support	2

Meeting this timeline will require active engagement by the NWOTA project team and other stakeholders throughout the process. While MAC will work in good faith to absorb minimal project delays into the overall project schedule, please note that delays caused by NWOTA in contracting, providing access to necessary materials or people for research, or delays in providing feedback at all review stages may cause this project to go off schedule in ways that cannot be absorbed into this project timeline. Your active participation will be needed to stay on schedule.



Cost Proposal

MAC is issuing this proposal as a fixed cost project bid based on the outlined deliverables and rounds of review and revision proposed. Adding deliverables or review rounds, if requested, may be subject to additional costs billed at a standard rate of \$190/hour.

All prices will remain firm for 60 days from the submittal date of the proposal. If selected, prices will remain valid for the duration of the Contract term.

If a further cost breakdown by deliverable is desired, please let us know and we can provide an itemized cost proposal.

Service Description	Cost
Phase 1: Discovery	\$3,500
Phase 2: Website Planning and UX/UI Design	\$16,000
Phase 3: Website Development, Content Migration, and QA Testing	\$28,000
Phase 4: Training, Launch, and Post-Launch Support	\$2,500
	Total \$50,000



Terms and Conditions

General Terms: This proposal covers services as described only, and includes estimates of time and costs based on all information available prior to project start. Outside costs such as equipment rental and artwork licenses, if any, will be estimated separately. If any work is anticipated to exceed estimated costs as outlined in this proposal, Madison Ave. Collective (MAC) will obtain Client approval before proceeding with the work; alternatively, Client may decide not to include said work.

Payment: Total cost for this agreement is \$50,000 over a 12-month contract term (July 1, 2026 – June 30, 2027). MAC will invoice \$22,500 upfront at the start of the project (July 1, 2026), and issue 11 additional invoices of \$2,500 being invoiced on the first business day of each subsequent month for the term of the contract. Additional hours are billed at our standard rate (\$190/hour). Invoices are due upon receipt. Late accounts could cause project work to be discontinued until the account is brought current. This estimate is valid for up to 60 days. Any additional Client-requested work outside the scope of this proposal would be billed additionally on a time-and-materials basis at standard hourly rates.

Intellectual Property: All products relating to work performed by us under this engagement will remain our property until payment for services is received in full. Upon receipt of payment in full, all rights to final deliverables will be automatically transferred to the Client without the necessity of further action. Working files and creative concepts not accepted or purchased will remain our property. MAC reserves the right to use work samples in online and print portfolios. The Client must be the copyright holder for all materials supplied to MAC, or have permission to use the materials from the copyright holder. MAC is not responsible for any copyright violations. The Client shall indemnify the designer against all claims and expenses, including reasonable attorney's fees, due to uses for which no release was requested in writing or for the uses that exceed authority granted by release.

Termination: This agreement can be terminated by either party before the conclusion of the contract year with 30 days prior notification. In the event of cancellation of this order, MAC will charge for work already completed and for any extraneous expenses that have accumulated up to the cancellation date.

Limitation of Liability and Dispute Resolution: Client agrees that it shall not hold the MAC or its agents or employees liable for any incidental or consequential damages that arise from the Client's failure to perform any aspect of the project in a timely manner, or that result from causes reasonably beyond the control of the MAC or its agents or employees. In no event shall the MAC be liable for indirect, incidental, or consequential damages, including, without limitation, loss of profits or interruption of business. Any disputes arising out of this agreement shall be submitted before a mutually agreed-upon arbitrator pursuant to the rules of the American Arbitration Association.



Agreement and Next Steps

This agreement, along with attached documents (if any), is the complete understanding between the parties regarding the subject matter. Any changes must be agreed upon, in writing, by both parties. Your acceptance of this proposal authorizes MAC to proceed with the scope of work as described above.

Next Steps

1. **Accept this proposal** by signing below.
2. **After you've accepted this proposal and initial invoice for the project deposit (if required) will be sent to you via email.** You can make payment with either a check, ACH, or a credit card.
3. **A MAC project manager will reach out to you** to start getting your project scheduled.

Signatures

Madison Ave. Collective

NWOTA

Signature

Date

Signature

Date

Printed Name, Title

Printed Name, Title





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TILLAMOOK COUNTY Transportation District

TO: Board of Directors
FROM: Brian Vitulli, General Manager
DATE: June 17, 2026
SUBJECT: Section 5310 Funding Recommendation – FY 2027-2029 Biennium

OVERVIEW / PURPOSE

The Oregon Department of Transportation’s Public Transportation Office administers the Federal Transit Administration’s (FTA) Section 5310 funding program. Section 5310 is known as *Enhanced Mobility of Seniors and Individuals with Disabilities* and this program ‘works to improve mobility for seniors and individuals with disabilities when the transportation service provided is unavailable, insufficient or inappropriate to meet these needs.’

The Section 5310 solicitation guidance was published on March 4, 2026, and pre-applications were due on May 14, 2026. Final applications are due on July 16, 2026.

This solicitation will be for the FY 2027-2029 biennium, which covers the period from October 1, 2027 to September 30, 2029. Available funds for this period are forecasted at \$31,070,114 million Statewide. TCTD’s total Rural allocation is \$105,258 (see attached estimate). The match requirements are 80% federal and 20% local.

Eligible Recipients: Eligible recipients are counties, mass transit districts, transportation districts, transportation service districts, Indian tribal governments, cities, councils of government, and private nonprofit organizations. Private for-profit companies are not eligible for this program and may only participate as vendors with service contracts or agreements with eligible recipients.

Eligible Projects: Eligible project includes vehicle acquisitions, facilities construction or rehabilitation, equipment and other capital assets, mobility management, purchased transportation services, and preventive maintenance.

Project Selection: For Section 5310’s Rural Allocation funding, Lead Agencies are responsible for conducting a local public process to solicit, review, and prioritize projects for funding. The Lead Agency review includes: Evaluation of applicant eligibility, Project type and justification, Merit, Coordination efforts, Public involvement, Ensuring that funding meets the specialized mobility needs of seniors and individuals with disabilities in a fair and equitable manner for all residents, Assurance that projects are derived from the local Coordinated Plan. The Notice of Funding Opportunity (NOFO) was issued in early May with an application deadline of May 12, 2026 (see attached NOFO). Only Marie Mills Center responded.

BACKGROUND / DETAILS

1. TCTD is designated as a transportation district and is eligible to apply for these funds.
2. TCTD's forecasted 5310 Rural allocation is: **\$105,258** for FY 2027-2029.
3. The District proposes the expenditure of approved grant funds for the following projects:
 - i. TCTD's **Dial-A-Ride and Deviated Fixed Route Rolling Stock Preventive Maintenance** in the amount of \$90,858.
 - ii. Marie Mills Center, Inc. and TCTD will continue its collaboration with the inclusion of MMCI's requested subrecipient application for **Capitalized Vehicle Preventive Maintenance** in the amount of \$14,400.
 - iii. These needs and strategies are documented in the District's adopted Coordinated Transportation Plan, approved on March 20, 2024.

PREVIOUS ACTION

On June 11, 2026 the Transportation Advisory Committee approved TCTD's Section 5310 Rural Allocation application for the FY 2027-2029 biennium and recommend that the TCTD Board of Directors also approve the application and authorize the General Manager to proceed with final application submittal.

RECOMMENDATION

Staff recommends the Board of Directors approve TCTD's Section 5310 Rural Allocation application for the FY 2027-2029 biennium and authorize the General Manager to proceed with final application submittal.

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

**AUTHORIZING THE GENERAL)
MANAGER TO SUBMIT FY 2027-2029)
FTA SECTION 5310 RURAL)
ALLOCATION GRANT APPLICATION)**

RESOLUTION NO. 26-18

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for public transportation systems under Section 5310; and

WHEREAS, the Oregon Department of Transportation (ODOT) has been designated by the Governor of the State of Oregon to administer Section 5310 grants for Enhanced Mobility of Seniors and Individuals with Disabilities; and

WHEREAS, Tillamook County Transportation District (TCTD) desires to apply for Section 5310 Rural Allocation financial assistance to provide funding for Preventive Vehicle Maintenance for demand response and deviated fixed route service vehicles serving seniors and individuals with disabilities, as well as the general public; and

WHEREAS, TCTD's local public process resulted in a response from the Marie Mills Center, Inc. who wishes to request funds through a subrecipient application for its Capitalized Vehicle Preventive Maintenance project for their fleet; and

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

the Board authorizes the General Manager to file and execute an application on behalf of Tillamook County Transportation District with the Oregon Department of Transportation to aid in the financing of capital preventive maintenance projects pursuant to Section 5310, as amended, in the amount of \$105,258.00; and be it further

RESOLVED that the General Manager or designee is authorized to execute and file all certifications of assurances, contracts or agreements or any other document required by Oregon Department of Transportation; and be it further

RESOLVED that the General Manager or designee is authorized to provide additional information as Oregon Department of Transportation may require in connection with the application for Section 5310 projects; and be it further

RESOLVED that the General Manager or designee is authorized to submit and approve request for reimbursement of funds from the Oregon Department of Transportation for the Section 5310 project(s).

INTRODUCED AND ADOPTED this 17th day of June 2026.

ATTEST:

By: _____
David McCall, Board Vice Chair

By: _____
Brian Vitulli, General Manager

Section 5310: Enhanced Mobility of Seniors and People with Disabilities Program				
Agency	5310 STBG Allocation Estimate	5310 Rural Allocation Estimate	5310 Small Urban Allocation Estimate	Total Allocation Estimate
Baker County	\$224,228	\$75,359	-	\$299,587
Basin Transit Service Transportation District	\$505,579	\$211,831	-	\$717,409
Benton County	\$499,157	\$96,571	\$278,916	\$874,643
The Burns Paiute Tribe	\$114,737	\$22,535	-	\$137,272
Columbia County	\$373,697	\$139,913	\$81,326	\$594,936
Confederated Tribes of the Grand Ronde	\$118,583	\$24,431	-	\$143,014
The Confederated Tribes of Siletz Indians	\$117,237	\$23,762	-	\$140,999
The Confederated Tribes of the Umatilla Indian Reservation	\$129,424	\$29,700	-	\$159,123
The Confederated Tribes of Warm Springs Reservation of Oregon	\$128,147	\$29,173	-	\$157,320
Coos County Area Transit District	\$541,691	\$228,627	-	\$770,318
The Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians	\$114,671	\$22,510	-	\$137,181
The Coquille Indian Tribe	\$119,002	\$24,624	-	\$143,626
The Cow Creek Band of Umpqua Tribe of Indians	\$114,810	\$22,572	-	\$137,382
Crook County	\$268,450	\$96,693	-	\$365,143
Curry County	\$292,132	\$107,535	-	\$399,667
Deschutes County	\$993,727	\$240,680	\$440,113	\$1,674,520
Gilliam County	\$127,122	\$28,455	-	\$155,577
Grant County Transportation District	\$166,940	\$47,679	-	\$214,619
Harney County	\$157,753	\$43,220	-	\$200,972
Hood River County Transportation District	\$206,851	\$66,760	-	\$273,611
Jefferson County	\$237,622	\$82,008	-	\$319,630
Josephine County	\$653,437	\$113,003	\$365,984	\$1,132,425
The Klamath Tribes	\$114,723	\$22,518	-	\$137,241

Lake County	\$156,737	\$42,633	-	\$199,370
Lane Transit District	\$2,019,995	\$249,636	-	\$2,269,630
Lincoln County	\$478,661	\$197,765	-	\$676,426
Linn County	\$762,090	\$180,685	\$324,157	\$1,266,932
Malheur County	\$245,426	\$85,697	-	\$331,122
Morrow County	\$169,378	\$49,112	-	\$218,490
Rogue Valley Transportation District	\$1,264,185	\$112,076	\$844,723	\$2,220,985
Salem Area Mass Transit District	\$2,020,404	\$346,161	-	\$2,366,565
Sherman County	\$126,428	\$28,247	-	\$154,675
Sunset Empire Transit District	\$356,081	\$138,996	-	\$495,076
Tillamook County Transportation District	\$286,568	\$105,258	-	\$391,826
TriMet	\$7,056,667	\$255,546	-	\$7,312,213
Umatilla County	\$479,851	\$200,158	\$105,720	\$785,729
Umpqua Public Transportation District	\$824,711	\$365,630	-	\$1,190,341
Union County	\$251,020	\$88,478	-	\$339,497
Wallowa County	\$163,049	\$45,767	-	\$208,815
Wasco County	\$248,233	\$86,992	-	\$335,225
Wheeler County	\$128,046	\$28,965	-	\$157,012
Yamhill County	\$604,670	\$259,300	-	\$863,970
Grand Total	\$ 23,961,917	\$ 4,667,259	\$ 2,440,938	\$ 31,070,114



TILLAMOOK COUNTY Transportation District

Notice of Funding Opportunity: Federal Section 5310 Program Enhanced Mobility for Seniors and Individuals with Disabilities

The Tillamook County Transportation District (TCTD) is now accepting pre-applications for the Federal Section 5310 Program. This program provides funding to support transportation services specifically designed for seniors and people with disabilities.

Key Information

- **Application Deadline:** Tuesday, May 12, 2026
- **Submission:** Pre-applications must be submitted to TCTD for local processing.
- **Apply Online:** [Subrecipient Pre-Application Link](#)

Eligibility & Requirements

Who Can Apply?

- Pre-qualified public entities.
- Public and private organizations providing transportation for seniors or individuals with disabilities within Tillamook County.

Eligible Projects:

Funding may be used for:

- Capital investments.
- Purchased or contracted services.
- Mobility management.
- Preventative maintenance.

Compliance:

All projects must align with the **Tillamook County Transportation District Coordinated Transportation Plan**. Proposals will be reviewed by the local transportation advisory committee and require final approval from the TCTD Board of Directors.

Contact & Resources

For questions or to request this information in an alternative format, please contact:

- **Contact:** Charlene Pech
- **Email:** cpech@tillamookbus.com
- **Phone:** 503-842-0500
- **Additional Details:** [ODOT Funding Opportunities](#)

Non-Discrimination Policy: TCTD operates in compliance with Title VI of the Civil Rights Act and the Americans with Disabilities Act (ADA). We do not discriminate on the basis of race, color, national origin, age, disability, or sex in any programs, services, or activities.