

NW Oregon Transit Alliance (NWOTA)  
Coordinating Committee Meeting Minutes  
December 14, 2018  
Tillamook County Transportation District  
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Meeting attendees included:
  - Cynda Bruce—Lincoln County Transportation
  - Jeff Hazen—Sunset Empire Transit District
  - Doug Pilant—Tillamook County Transportation
  - Mark Bernard, Ken Shonkwiler—ODOT
  - Thomas Craig—Trillium SolutionsExcused: Lee Lazaro, Arla Miller and Todd Wood
2. Consent Calendar: Unanimously approved. (JH/CB)
  - ✦ November 9, 2018 Meeting Minutes—Amendments requested included: Revise the first sentence in Item 3 to read: Calculating Average Passenger Miles—Doug walked the group through how to calculate average passenger miles per trip. Revise second to last sentence in Item 6 to read Tillamook Coast Visitor and Community Guide, and last sentence to read 30% of Route 5 riders coming to the coast are either hikers or bikers.
  - ✦ November 2018 Financial Reports—Doug reviewed the report—No changes.
  - ✦ Ridership Tracking—Mary provided the updated report through November 2018.
  - ✦ Calculating Average Passenger Miles Progress—Mary will send out Doug’s files on how TCTD has done their calculations.
3. NW Transit Access Study Update—Ken reported. ODOT is working on meeting new ADA requirements on all of their projects including curb ramps, push buttons and crossings. This has significantly increased the design requirements which is creating a budget shortfall of about \$80,000 on this project. Options: A. Look for additional funding to backfill half to two-thirds of the ramp design shortfall. If have to apply for STIF funding, would push project into next Summer, and an additional \$2,000--\$3,000 in match from each partner. B. About half of stops don’t need full ADA design, eg, Hebo, and could be completed as planned. Gable Rd stop will require full design, and will likely require additional road and signaling updates. For stops requiring full ADA, the project would develop preliminary design, but not proceed further. Would be less of a gamble funding-wise, and would be able to get some stops fully designed. Next steps: Have consultant work on the lower volume, easier design stops for interim and Ken will look at potential options for funding the other stops.
4. NW Connector-Specific Trip Planner—Thomas reported. Google interface limitations don’t provide the trip planning experience needed by the NW Connector. Particularly in terms of how far into the future someone can plan a trip, and showing only Connector routes. With open trip planning, most options are customizable, although potentially expensive to program. Important to look for planning options that are sustainable within existing operating budgets. Right now, open trip planning is only available in the Portland metro area through Tri-Met. Working on developing a General Transit Feed (GTF) system for Oregon, and considering open trip planning statewide. Would like to see that any software that is developed would be available statewide. Recommendation: Think about application in 3 technical components: 1) Setting up open trip planner which would be open to other agencies; 2) Addition of an open trip planner interface, building a new custom trip planner

within the NW Connector website (which may be a less expensive to develop); 3) Ensure open street network is current for the NWOTA region, and develop a mechanism so that local street map data is inputted and stays current. Cost: \$60,000--\$150,000+ depending on how much invest in the different components. Might be a good application for the statewide Transit Network funding. Partners recommend applying for the full \$150,000, hopefully with only a 10% match requirement. **Doug** will draft an application.

5. NWOTA Standing Items:

- ✦ IGA Approvals Update—TCTD passed the NWOTA Management Plan in November 2016.
- ✦ Tillamook Coast Visitor and Community Guide—Guide will be doing a full page article on using the NW Connector. Partners agreed to upgrade the size of the NW Connector ad to a full page for \$1260. **Doug** will get the artwork from the NW Connector signs and use that for the ad.
- ✦ Signage Update—Partners received their signs. Signage will be paid for out of the NWOTA Marketing budget. **Doug** is working on getting a quote for the dual-sided blue reflective signs for the shelters.

Recorded: Mary McArthur, Col-Pac EDD and NWOTA Staff

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