

# nwCONNECTOR

## Coordinating Committee Zoom Meeting

June 18, 2021

Tillamook County Transportation District

3600 3<sup>rd</sup> St

Tillamook, OR

10:00 am—12:00 pm

### Join Zoom Meeting:

<https://us02web.zoom.us/j/84555318692>

1 253 215 8782

Meeting ID: 845 5531 8692

### Agenda

10:00— 10:05a	1. Introductions. Welcome to Sarah Lu Heath.	Doug Pilant
10:05— 10:30a	2. Consent Calendar ( <b>Action Items</b> ) <ul style="list-style-type: none"> <li>▪ May 14, 2021 Meeting Minutes (<b>Attached</b>)</li> <li>▪ May 2021 Financial Report (<b>Attached</b>)</li> <li>▪ Ridership Tracking</li> <li>▪ NWConnector Performance Measures Update</li> </ul>	Doug Pilant/All
10:30— 11:00a	3. NWOTA Standing Items <ul style="list-style-type: none"> <li>▪ Marketing: <ul style="list-style-type: none"> <li>– Visitor Pass/Information Card Update</li> <li>– Facebook Statistics</li> </ul> </li> <li>▪ Website <ul style="list-style-type: none"> <li>– Trip Planner Update</li> </ul> </li> </ul>	Mary Mc Trillium  Trillium
11:00— 11:15a	4. GermFogger Contract and Supplies Update	Doug Pilant/All
11:15— 11:30a	5. Bus Stop Grant Update	Doug Pilant/All
11:30— 12:00a	6. Other Business and Member Updates	Doug Pilant/All

### Attachments:

May 14, 2021 Meeting Minutes

May Financial Report

NWOTA meetings are open to the public and accommodations will be provided to persons with disabilities. If a sign language interpreter is needed, please call Mary McArthur at 503.397-3099 at least 48 hours prior to the meeting

[www.nwconnector.org](http://www.nwconnector.org)



Tillamook County  
Transportation  
District



Columbia  
County  
Rider



Lincoln  
County  
Transit



Benton  
Area  
Transit



Sunset Empire  
Transportation  
District

NW Oregon Transit Alliance (NWOTA)  
Coordinating Committee Meeting Minutes (via Zoom)  
May 14, 2021  
Tillamook County Transportation District  
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting and introduced Shannon Wakeman, TCTD's new Administrative Assistant. Other meeting attendees included:
  - Brad Dillingham—Benton Area Transit
  - Jeff Hazen—Sunset Empire Transportation District
  - Doug Pilant—Tillamook County Transportation District
  - Cynda Bruce—Lincoln County Transit
  - John Dreeszen—Columbia County Rider
  - Arla Miller, Ken Shonkwiler—ODOT
  - Juliet Eldred—Trillium Transit
  - Ayreann Colombo, Mary McArthur—Col-Pac EDD
2. Consent Calendar: Unanimously approved. (JD/CB)
  - April 16, 2021 Meeting Minutes—Amendments included adding John Dreeszen to the list of attendees and fixing two typos: Lincoln County Transit and in the write up of the Travel Studio, "capacity is a big concern."
  - April 2021 Financial Report—Changes: Receipt of \$9,000 in partner contributions. Doug reported that the TCTD budget committee had reviewed the NWOTA proposed 2021—2022 budget. While they asked about the increase in website maintenance, the committee liked what the website is doing to improve regional transit, and they were okay with the one-year website increase.
  - Ridership Performance Report—April numbers really starting to bounce back. Coast to Valley Express is one of the few to suspend service. All routes are showing an increase from the prior month. Last couple of weeks, starting to see a large increase in the number of riders coming off Amtrak.
  - Calculating Average Passenger Miles Progress—(See below) Work session was held later in the meeting.
3. NWOTA Standing Items:
  - Visitor Pass/Information Card—Printing will be done next week. Deliver by bus, or Mary can deliver. Mary and Doug will coordinate. Doug sent out the information on a vendor that makes card holder rack information—Morris Colville. High Tech Plastics.
  - Website—Pay for advertising on Facebook is bringing in more followers. 252 new page followers, total 658 which is a big jump over last month. Best response was to the NWConnector best ad, the NWConnector website ad had the second highest number of likes/followers. She will send out the Facebook stats to the all the partners. Juliet is continuing to work on developing opportunities for encouraging use of the NWConnector when going to visitor destinations and/or events. Looking to find more events and museums. She has been talking to Nan Devlin, the Transit Coordinator at OSU, following up with the Oregon Coast Aquarium, and festivals (Seaside).  
  
Benton Area Transit rewrapping of their buses will make a good Facebook post as will a video showing the use of sanitation equipment on NWConnector buses.

Tillamook has been coordinating with Nan Devlin as she works with small to medium size lodging in Manzanita, Rockaway Beach and Pacific City on a promotion to provide incentives to visitors arriving by bus. Tillamook is also expanding the Pacific City shuttle to 30 minute service. Want a plan for visitors to know where the shuttle parking locations are.

Mary will connect Juliet to Ken Shonkwiler regarding connecting parking lots to TripCheck.

#### 4. GermFogger Proposal for Disinfecting Equipment

Since coming up under budget, partners are looking at adding more slings. One per vehicle would be ideal. Funding is a \$187,000 no match grant. Grant contract deadline was extended to September 30<sup>th</sup>, plus are now also able include sanitation supplies. NWOTA will shop around for the best pricing on Simple Green solutions. Partners want the fine-size nozzles and will get back to Mary by Monday on a changes in the amount/type of equipment on the GermFogger equipment spreadsheet and find out from Thad if everyone has the correct number of accessories. The goal is to get a sales contract for next week's TCTD board meeting to approve.

#### 5. Calculating Average Passenger Miles Workshop

Doug emailed out and went through the FTA 2710-1A Sampling Procedures manual which gives ideas on how to do passenger miles sampling. He also emailed out and reviewed the spreadsheets his surveyors use to collect the data and the formulas for calculating average passenger miles. Collection of the data will identify where passengers are boarding buses and help with siting bus stops.

#### 6. Other Business and Partner Updates

- Lincoln County—In the process of union negotiations. First Student is offering \$4,500 signing bonuses. Will look at trying to get more money for drivers. July 1<sup>st</sup> phasing in expanded service on Coast to Valley, once can find the drivers. Having to pay up to \$18/hour and large signing bonuses. Working with the City of Waldport on the new city loop and on the new bus stop. Working on some changes to the Coast to Valley route. Hatfield Marine Science Center will not be building its new dorm facility, which will mean more student round-trips from Corvallis. Had first budget hearing, with a June finalization.
- CCR—Presented budget to Budget Committee on Tuesday. Went well. Will be receiving 6 new buses as older buses need maintenance. Getting everyone on board with Ecolane, with a phased implementation. Had some hiring issues as well. Started public process for fare changes. Portland service is slowly picking up. Dial-A-Ride is also going well.
- SETD—Budget meeting is next Monday. New buses are now not going to arrive until July, next fiscal year. Jeff is on National Bus Rodeo planning committee for November CTA conference. Looking to sign up bus drivers and judges. Going to implementing Summer route schedules starting July 1<sup>st</sup>. Just took delivery of 4 new bus shelters. Have received a grant for supervisor vehicles which will be all electric.
- Tillamook—Having Board elections. Have PC shuttle going. Working on fare analysis. Second reading next week. Eliminate Dial-A-Ride zones, give people more mobility. Working with providers to use Ecolane for scheduling Dial-A-Rides. Also good for Medicaid program. Excited to have Shannon on board. Operations Superintendent is leaving to go to Tri-Met. Set to have budget approved in June, no changes out of the budget committee. Trying to take delivery of buses, but still finding manufacturing issues.
- ODOT—Arla sent out a Zoom invite for the new bus stop funding requirements. OTC gaveled down on \$233 million funding for transit. A lot of individual contracts need to be completed.

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

**Tillamook County Transportation District**  
**Financial Statement**

From 5/1/2021 Through 5/31/2021

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	92%
<b>Resources</b>						
Working Capital	0.00	0.00	0.00	80,000.00	(80,000.00)	0.00%
NWOTA Partner Cont. Match	1,500.00	12,000.00	42,000.00	42,000.00	0.00	100.00%
Transfer From General Fund	0.00	0.00	12,000.00	12,000.00	0.00	100.00%
Transfer from STIF Fund	0.00	0.00	86,255.00	64,000.00	22,255.00	134.77%
<b>Total Resources</b>	<b>1,500.00</b>	<b>12,000.00</b>	<b>140,255.00</b>	<b>198,000.00</b>	<b>(57,745.00)</b>	<b>70.84%</b>
<b>Expenses</b>						
<b>Materials and Services</b>						
Professional Services	0.00	437.50	227.20	5,250.00	5,022.80	4.32%
Administrative Support	0.00	2,083.33	15,904.84	25,000.00	9,095.16	63.61%
Website Maintenance	0.00	625.00	6,500.00	7,500.00	1,000.00	86.66%
Marketing	3,969.00	2,916.67	7,380.00	35,000.00	27,620.00	21.08%
Website Re-Design	38,642.76	6,250.00	66,498.76	75,000.00	8,501.24	88.66%
Transit Access Project	0.00	0.00	2,487.83	0.00	(2,487.83)	0.00%
Travel & Training	0.00	416.67	0.00	5,000.00	5,000.00	0.00%
<b>Total Materials and Services</b>	<b>42,611.76</b>	<b>12,729.17</b>	<b>98,998.63</b>	<b>152,750.00</b>	<b>53,751.37</b>	<b>64.81%</b>
<b>Transfers</b>						
Transfer to General Fund	0.00	0.00	3,000.00	3,000.00	0.00	100.00%
Unappropriated Ending Fund Bal	0.00	0.00	0.00	42,250.00	42,250.00	0.00%
<b>Total Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>45,250.00</b>	<b>42,250.00</b>	<b>6.63%</b>
<b>Total Expenses</b>	<b>42,611.76</b>	<b>12,729.17</b>	<b>101,998.63</b>	<b>198,000.00</b>	<b>96,001.37</b>	<b>51.51%</b>