

**The Loop - Morrow County Transportation
Statewide Transportation Improvement Fund (STIF)
Advisory Committee Agenda**

Work Session: STIF Discretionary Application

October 6th, 2020

10:30 am

Bartholomew Building - Lower Conference Room

110 N. Court St.

Heppner, Or. 97836

1. Call to Order and Roll Call

Started at 10:35 am

Heidi Turrell, Dispatcher

Gregg Zody, Community Development Director

Frank Thomas Region 5 ODOT Coordinator

Aaron Palmquist, Chair

Karen Pettigrew

Katie Imes, Transportation Coordinator

Sheryll Bates

Betty Gray

2. Welcome/Introductions

3. Review Oregon Administrative Rules

a. Rule 732-044-0000 – Purposes of the Funds

b. Rule 732-044-0030 – Project Selection

Oregon administrative rules for STIF discretionary. And you'll see there are two rules there the purposes of the funds and project selection rules. So those are just there for your review.

No Questions/Comments

4. STIF Discretionary Evaluation Criteria Framework: FY 2021-2023

Katie's Comments:

The commission will be basing their approval on or I don't know if you call it an approval, but grant awards, they'll be basing it off of these criteria. And you can also see the scores that they use the coordination of public transportation services is 30%, and then also, the other big one is the statewide transit network connections, filling in the gaps for Statewide Transportation.

No Questions/Comments

5. Proposed Projects:

a. Irrigon Bus Barn

Katie- And we'll go ahead and start with this first one. You'll see here the supporting criteria I've included. And then what this proposal will include this is a very broad bullet points here are just to give you an idea of the direction.

Q: Sheryll- Where's this bus barn going to be placed? Because I already know we have to build.

A: Katie -New construction. And right now we're thinking Irrigon, North end for sure. Because of the growth.

b. Vehicle Replacement

We have two buses right now that are in the process of being disposed. And we have a minivan that will be listed here to replace the Crown Victoria sedan that we've had here and Heppner for a long, long time, I think it came, to us through the sheriff's department and it needs to be replaced. So that is it basically, here we have the supporting criteria and the vehicles that are needing replaced. Please feel free to interrupt me with any questions as I go through these proposals.

c. Vehicle Expansion

You'll see there are two 14 passenger buses and possibly even a larger bus. The third proposal would be vehicle expansion. And you'll see down here at the bottom, I've included the routes that these vehicles with support. Can everybody see what I am sharing here, I can screen share if that would be helpful.

Gregg- Screen share would be great.

Katie- shared screen of the proposals.

d. Paid Drivers

Okay, the fourth proposal is paid drivers, that we would like to put into place. Again, the supporting criteria are listed here. Our coordinated Human Services plan, and the sections that support this proposal, along with Morrow County/Umatilla County Transit Development Strategy. The drivers will support the following projects. And we've listed here some fixed routes that we are proposing.

Q: Sheryll- So how many extra drivers do we need? For these routes?

A: Katie- I don't know, specifically, but at least three? Yeah, at least. And then you know, it's always good to have back up drivers, if people are sick

Q: Arron- On these drivers, we're looking at the STIF. But then I'm trying to think here for the STF. This is just for those; drivers could go be between both correct?

A: Katie- Yes, they can.

Other Questions:

Q: Arron- And we don't know how many months or years out, Frank that they're going to combine the two programs, right?

A: Frank- We do this biennium. We have received the mandate to consolidate those two programs. The next biennium when it rolls out, you can anticipate they'll be consolidated and the STF will be no more.

Q: Arron- So all of us understand if we're looking at possible 30 drivers that it's going to be 30 in the morrow county loop/transportation program, not 30 here and then 30 in another program, just so everybody's aware that we're going to make this program eventually become one.

Katie- Correct, and I didn't say 30 drivers, I don't know at this time how many drivers.

Q: Sheryll- How many do we have currently.

A: Katie- Well, we've hired quite a few in the last few weeks. We have eight drivers right now.

Q: Arron- When do we need to put on, at least for some planning of what we're going to do. We know how the STF program and legislation designates for us to move forward, in public transportation, but I don't think we want to lose the door to door service, correct?

A: Katie No.

Q: Arron- When are we going to put that on the calendar? Because I think we need to think through that and how we are going to do that? Because once this kicks off, the STF, knock on wood, those drivers are going to be pretty busy. And I think we to at least have some time, not today, but we need to at least put it on the calendar, because I think we need to think through that, how we are going to still maintain the integrity and consistency we currently have in the Loop that I believe our County and Commissioners still desire.

Katie- Yes, these proposals are not going to get in the way of demand response. Demand response is what we do right now, we are just planning right now for the future and for fixed routes but we have to get the infrastructure in place. Demand

response is definitely a priority and is not going away. We are going to have our quarterly meeting October 20th, and that really is the time to address your concerns.

Arron- Can you put on the calendar a work session for the next agenda? So, we can establish a calendar/topic items that we will be discussing over the course of six to twelve months. I think we need a calendar of to-do events so that we are not just putting it on a meeting schedule agenda and then we don't have time because we want to decide what we want to look at, and then mark them down and then prioritize them. So, if you could put that on next months agenda it would be prudent to do that first.

Katie- Ok, so you want on the next agenda, just so I can clarify what your asking, you want on the agenda discussion on topic sessions. Is that correct?

Arron- Correct and prioritize, so we know what we are going to do for demand response, we need to lay that out on a planning calendar, Gregg can help you with that. How are we going to look at that, if we don't have a roadmap of where we want to go, then we are just shooing in the dark, because we meet only every quarter. We need to lay it out and then prioritize, we know we have these fixed route projects that are going to be coming at us, but we need to look at how are we going to still provide the demand response service, because we are going to hit that July 2021 biennium, right Frank, we are going into the new biennium in July 1st 2021? And we need to have out ducks in a row by then for the combined program. (STF/STIF) Even if we are not ready we know where we are going.

Katie: The combined program (STF/STIF) is 2023, correct Frank?

Frank- We are working this biennium to follow the legislators mandate to combine the STF/STIF. I think what Arron is saying that we need an annual operating plan, that call the shots for the near-term things and that is completely appropriate role for the STIF advisory council and was drawn up that way. Did I capture that correctly Arron?

Arron- Yes you did because everything has to be ready to rock and roll in July of 2023, but we got to be ready ahead of that.

Frank- Correct you still have work to do between those biennia. I will research some annual operations plans that could give you a roadmap for that.

Arron- Ok, thanks Frank.

Katie- Ok, thanks Frank. Back to the proposals, as a Committee you are able to prioritize these, so if anyone has any discussion on these or feedback on that?

Arron- I don't have any druthers any way, the only thing I would say, as we prioritize we would have successes and wins, so we are not trying to put the most difficult thing up front. I know some of the things placed in there, like the tracking equipment and hiring so I am in favor, if anyone wants to make a motion, Sheryll you are there and Betty. Then we would have success, with the steps we need to move forward in the right direction. Ok, let me reiterate this, do we need a motion, Katie?

Katie- No, we don't need a motion, this is just a discussion, a work session. We are just discussing the proposals and prioritizing them.

Sheryll- Don't you think it would make a difference if we know what the actual costs are? It may change the positioning of the proposals and which one we try to go for first. And being able to provide the matching requirements.

Katie- Just so everyone knows, and Frank correct me if I am wrong, we can submit all these proposals.

Frank- Yes, in the Statewide Transportation Improvement Fund discretionary round, these projects won't impact your formula allocation. This is just a discretionary app, you will have a 10% local match, minimum. But that's the only local impact here.

Arron- Thank you Frank, so I would say what Sherryl said and Frank said, funding can change stuff. My experience working with ODOT, whatever we want to do, make sure you have it all on the document. Because if it's not, then your going to have a bigger obstacle with ODOT, if you want to add something. So, it's best to have the whole enchilada per say documented so it can always move. So, I would say the more is the better here. Because otherwise, they're going to come back. If you don't have it in the agreement in the process, they're going to say you weren't there. And it's got to go back to square one. So, I say put it all there, right Frank?

Frank- Yes please, ask for what you need. Let's get it all up front so we know what we are funding.

Katie- We had some training yesterday on the application that we just went through. So, all that's in the works right now, if you guys would like to come together again, before the application is due, which is November 2. I don't know, I mean, all that detail. And that is going to be in our application, or multiple applications.

Sheryll- I think it'd be nice if even we just have an employee email, maybe we do need to just talk as a group to make sure that

Betty- will we have it as a quarterly meeting?

Katie- Possibly, that's just a couple weeks away.

Sheryll- I think the more eyes, we can put on it, better make sure that's really, really what we want. And then when it gets to the review process, there aren't any snakes that would eliminate us from getting that funding.

Frank- So now, when Katie goes to mark this up in our Cognito forms the application form online. I'll have her save it with my (Frank) email address so that I can review and provide some feedback. I will be one of the voices that's in the project scoring and solicitation or project scoring and selection committee. So, I'll be there and also advocate for projects in our region.

Sheryll- Perfect

Betty- Good

Katie - Well, that is all that's on the agenda for today. If anyone has any other comments, for the good of the order?

Other Business:

Good of the Order

Katie- We will not meet again for another work session, but we will be meeting on the 21st where I can certainly give an update on how the application process is going.

Betty- Where will the quarterly meeting be?

Katie- here (Heppner) and Zoom. I appreciate everyone coming today and we will see you soon.

Frank- Nicely done Morrow County, you give me a lot to brag about, you know at the NEACT. Take care see you later.

Next Meeting: STIF Quarterly Committee Meeting Oct 21st w/ update

Adjourn: 10:56