

Wasco County Public Transportation Advisory Committee

Agenda

Monday, November 7, 2022

The Dalles Transit Center, 802 Chenoweth Loop, The Dalles

Remote option via Zoom:

<https://us06web.zoom.us/j/89901312171>

Or call 719-359-4580, Meeting ID: 899 0131 2171

10:00 – 11:00 AM

Topic	Time	Item
Call to Order and Introductions	10:00	
Minutes Approval <i>October 2022</i>	10:05	Approval
FY23-25 Statewide Transportation Improvement Fund <ul style="list-style-type: none">• Prioritize draft of proposed projects for Formula Plan• Feedback on Discretionary grant applications	10:10	Recommendation
FY23-25 Dial-a-Ride Grant Applications for The Link	10:30	Recommendation
New Business/ Good of the Order	10:55	
Set Next Meeting and Adjourn	11:00	

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact us at 541-296-2266 (TTY 711) at least 48 hours before the meeting.

**WASCO COUNTY PUBLIC TRANSPORTATION ADVISORY COMMITTEE
WEDNESDAY, OCTOBER 12, 2022 at 10a.m.
MCEDD CONFERENCE ROOM & ZOOM TELECONFERENCE**

COMMITTEE MEMBERS: Louise Sargent, Jesus Mendoza, Kris Boler, Maria Pena, Thomas Tramontina, Rita Rathkey, Lee Bryant

STAFF: Jessica Metta (MCEDD Executive Director), Jill Brandt (MCEDD Administrative Assistant)

CALL TO ORDER/INTRODUCTIONS

Louise Sargent called the meeting to order at 10:02 a.m. A quorum was present. A short round of introductions took place.

MINUTES

Louise Sargent asked for any questions, comments or edits on the minutes from the previous meeting as presented.

Lee Bryant motioned to approve the minutes of September 14, 2022, as presented. Thomas Tramontina seconded the motion. All voted in favor, and the motion carried unanimously.

FY 23-25 STIF Formula Plan Preparation

The next few PTAC meetings will focus on preparing the next cycle of grant applications to fund transportation in Wasco County. The committee will come up with a draft list of projects to include in the STIF Formula Plan for Wasco County.

Jessica explained the sub-allocation method for this grant. One way is to look where payroll taxes come from. The Dalles represents 82% of payroll taxes collected in Wasco County. However, The Link provides transportation all around the county. Mosier has been included by adding the Mosier stop to the intercity express, and the South County service to Maupin and Dufur has expanded to include Wamic and Pine Hollow. The second way to consider a sub-allocation is the presence of other transportation providers. Since The Link is the only transportation provider in the county, all funds will be allocated there.

Discussion: Rita Rathkey agreed that transportation was needed further outside the city to serve the rural residents.

Jessica encouraged the group to talk through the draft of proposed projects, jump in with questions, and speak up if anything was missing or needed to be taken off of the list. This list was developed by continuing existing projects, or by looking the Transit Development Plan, Coordinated Transportation Plan, and Technology Assessment for possible projects. Jessica reviewed the projects on the list and asked for feedback or questions.

Discussion: Louise Sargent asked for ridership numbers on Saturdays. Jesus Mendoza replied that Saturdays generally have about eleven rides with one scheduled driver between 9am and 4pm.

Lee Bryant noted that better identification of the buses is a positive advertising investment. Rita asked if ridership on dial-a-ride has been increasing or decreasing. Jesus noted that The Link's ridership has been consistent.

Lee noted that someone had asked her where the transportation center was. She added that there should be a sign out on the 6th with an arrow indicating the transportation center. Thomas added that this can be requested from ODOT. Louise agreed people who are looking for the transit center have no idea where it is. She also felt that a sign is important. Rita added a request to add Spanish on to the transit center signs to accommodate our Hispanic community.

Lee then suggested advertising The Link through the movie theater. She has been working with promoting a community concert, and the ad in the movie theater made a real difference. She explained that for \$325 per month, the ad runs in four theatres three times per day.

Rita asked if The Link does dial-a-ride to Hood River. Jessica answered that The Link's dial-a-ride can pick up from Mosier, Dufur and Celilo, but are sometimes so busy in The Dalles that those cannot be accommodated. Jesus clarified that The Link can do medical dial-a-ride to Hood River, depending on availability. Sometimes this becomes a choice between opting to service 10 people in The Dalles, or 1 person using a shuttle over to Hood River. The driver also has to wait to bring the ride back.

Tom asked about the local match for purchasing vehicles. Jessica replied that the most it would be is 20% but is usually around 15%. STIF money requires no match and can be used to leverage federal grants. Tom asked if this will fund the match requirement for the cost of hybrid buses. Jessica replied that when the grant was submitted buses cost was \$190,000 each, so that is the basis for what funds will be needed.

Lee wanted to know if drivers were able to stay on time on South County routes when adding in the half-mile off road deviations in both directions. Jesus explained the deviation is a quarter mile, and that The Link has looked at rules about what roads the buses can go down and where they can't. We had modified The Link's policy to add in that some road conditions prohibit pickup at someone's house or driveway. Turnaround space is needed. In these cases, the dispatch asks clients to meet the bus at the end of the road. Drivers identify which locations are problematic, and management investigates these case by case.

Jessica thanked the group for their suggestions. She noted that the sign on highway can be addressed with current funding and that MCEDD can also look into the movie theater advertising now. It was noted that both of these need to be in both English and Spanish. She added that staff will work up a budget including the items discussed today for the next meeting for the committee to prioritize in the November meeting. Once approved, MCEDD will then take the proposal to the Wasco County Board of County Commissioners. Wasco County also needs a recommendation from this committee to pursue the 5310 grant funding that supports Dial-a-ride.

Discussion: Rita asked for more information about mobility management. Jessica explained that MCEDD's mobility manager Kathy Fitzpatrick will update the Human Services Coordinated Transportation Plan for Wasco County. Kathy participates with the Native community to address their transport needs. The vanpool will be set up as a pilot program to bring more transportation that is needed specifically for agricultural workers. Thomas recalled that there were vanpools to Portland every day to and from Hood River/White Salmon. Jessica added that locally both

Google and The Dalles Dam have vanpools. In Kathy's talks with other transit districts, vanpools may be the easiest way to support remote commuter transportation needs.

NEW BUSINESS/ GOOD OF THE ORDER

Nothing was noted.

SET NEXT MEETING AND ADJOURN

The next meeting was set for Monday, November 7th at 10am, in the MCEDD conference room.

Louise Sargent adjourned the meeting at 10:45 am.

Respectfully submitted by Jill Brandt, Administrative Assistant

Memorandum

To: Wasco County Public Transportation Advisory Committee

From: Jessica Metta, MCEDD Executive Director

Date: November 1, 2022

Re: FY23-25 Statewide Transportation Improvement Fund

Overview

The PTAC has been moving through the process to develop a FY23-25 Statewide Transportation Improvement Fund (STIF) Plan for Wasco County. An initial list of projects was proposed in October and has since been fleshed out with budget implications. At the November meeting, MCEDD requests recommendations for approval to the Wasco County Board of Commissioners, with prioritization if needed to balance costs with available funds.

Population-Based Funding

New this time, the STIF Plan will include projects broken out by Payroll and Population basis. The Population dollars are dedicated to providing services to older adults and individuals with disabilities and had historically been known as the Special Transportation Fund (STF) grant. Wasco County historically has used this flexible pot of funding as necessary match for grants that fund dial-a-ride operations for The Link.

Request 1: Recommendation to approve using the Population dollars to serve as grant match for The Link's dial-a-ride operations.

Payroll-Based Funding

The Payroll dollars are what historically has been known as the STIF Formula Plan and are dedicated to expanding and improving public transportation access, especially to low-income populations and 1% for high school transport. In discussing projects to be served with these funds, the total amount of funds considered would also include:

- ODOT carried forward tax collections: Money collected, but not distributed that exceeded Wasco County's FY21-23 STIF plan total
- Wasco County/ The Link carried forward: Anything not spent from the FY21-23 biennium
- Wasco County/ The Link interest earned from FY21-23 not spent in the biennium
- Wasco County/ The Link projected interest generated during the upcoming FY23-25 STIF plan period
- Any other state, federal, etc. revenues we anticipate to receive and use STIF as leverage (match) for
- 10% contingency at the project/task level in the event Dept. of Revenue collects taxes at a higher rate than estimated

The following list of projects are proposed for funding with the Payroll funding.

Project Name	Project Description	FY24	FY25	Total STIF Amount
Routes & Connections				
Deviated Fixed Route	Continues to operate Deviated Fixed Route in The Dalles. Year 1 is match for the existing grant. Year 2 assumes no grant received, covers weekday and Saturday service.	\$ 30,120	\$ 220,896	\$ 251,016
South County Service	Service to South County twice per day, two times per week.	\$ 47,424	\$ 49,088	\$ 96,512
Weekend Dial-a-Ride	Dial-a-ride service from 9am to 4pm on Saturday and Sunday.	\$ 41,496	\$ 42,952	\$ 84,448
Expanded Hours for Employment Transportation	Dial-a-ride service from 6am to 8pm on weekdays. Only supports time outside of 7:30am to 4:30pm.	\$ 74,100	\$ 76,700	\$ 150,800
The Dalles-Hood River Service	Provides 20% match needed for service between Hood River and The Dalles. Four times per day on weekdays and three times per day on Sat/ Sun.	\$ 19,562	\$ 20,249	\$ 39,811
Vanpooling Subsidy	Subsidizes two vanpools to support transportation beyond what The Link can easily provide.	\$ 12,000	\$ 12,000	\$ 24,000
Fleet and Technology				
Hybrid Bus (12/2)	Provides grant match to purchase hybrid vehicles. Assumes some cost increases.	\$ 64,000	\$ 75,000	\$ 139,000
Bus Wraps	Not included. Can be covered in current budget.			
Ecolane Upgrade #1	One-time fee for Ecolane mobile app (self booking, self vehicle tracking) and annual fee for one year.	\$ 30,000	\$ 12,000	\$ 42,000
Ecolane upgrade #2	One-time fee for Ecolane improvements (pre/post inspections, customer service tracking, robocalls) and annual fee for one year.	\$ 50,000	\$ 11,000	\$ 61,000

Readerboards	Adds readerboards to the sides of all existing buses.	(Will bring this amount to the meeting)	\$ -	\$ -
Facilities & Bus Shelters				\$ -
Bus Shelters	Grant match to purchase/ install bus shelters.	\$ -	\$ 20,000	\$ 20,000
Bike Racks	Purchases bike racks to install at all shelters.	\$ 4,000	\$ -	\$ 4,000
Administrative Support				
Administrative Support	General planning and grant management support at 10% of total.	\$ 50,028	\$ 52,535	\$ 102,563
Marketing				
General Marketing	Billboards, brochures, print media, radio, movie theaters and other marketing costs to promote The Link in general.	\$ 5,000	\$ 5,000	\$ 10,000
Gorge Pass Marketing	Marketing specific to the Gorge Pass used as grant match.	\$ 8,000	\$ 8,000	\$ 16,000
Free Fares for Low-Income	Provides free dial-a-ride tickets and Gorge Passes for low-income residents, distributed through the Gorge Transit Connect program.	\$ 12,750	\$ 15,000	\$ 27,750
Free Swim Bus	Not recommended to continue due to challenges in 2022. Improvements to the Deviated Fixed Route will improve service to the pool.			
Spanish Language Outreach	Spanish-language advertising/ marketing materials and cultural-sensitivity training.	\$ 5,000	\$ 5,000	\$ 10,000
High School (9-12) Promotional	Free rides for high-school students at 1% of total. Outreach materials for high school students.	\$ 5,003	\$ 5,254	\$ 10,256

Planning & Mobility Management				
Mobility Management	Staff support to update the coordinated plan, set up vanpools, outreach to older adults, exploring other services to improve transit for seniors, disabled, low-income, Native American and Limited English Proficiency populations.	\$ 10,000	\$ 10,000	\$ 20,000
Travel Trainer	Staff support to provide training on how to use the transit system and promote The Link at public events.	\$ 42,000	\$ 44,000	\$ 86,000
	Total	\$ 510,483	\$ 684,673	\$ 1,195,156
	Most Recent State Budget Estimate	\$ 500,277	\$ 525,350	\$ 1,025,627

Request 2: Recommendation to approve using the Payroll dollars to fund the above projects.

Memorandum

To: Wasco County Public Transportation Advisory Committee

From: Jessica Metta, MCEDD Executive Director

Date: November 1, 2022

Re: ODOT Grant Applications for Dial-a-Ride Operations

Overview

The historically foundational grants for The Link's dial-a-ride services for FY23-25 are open with deadlines in January. A summary of the grants is provided below. *We request a recommendation to apply for the grant for which Wasco County is the applicant, and any thoughts on the grant for which MCEDD is the applicant.*

5311 Formula Grants for Rural Areas: This program supports rural public transportation providers operating in areas with populations of fewer than 50,000 by financing operations, capital, project administration, preventive maintenance, planning, and mobility management projects. Match for operations projects: local share 43.92 percent, federal share 56.08 percent. Match for capital, administration, preventive maintenance, planning, and mobility management projects: local share 10.27 percent, federal share 89.73 percent. Eligible projects include operations, capital, project administration, preventive maintenance, planning, and mobility management. Projects must support general public transportation services. Historically, we use this fund to cover preventative maintenance for dial-a-ride service and support operations. Wasco County would be the applicant. *A recommendation from the PTAC is requested.*

5310 Enhanced Mobility for Seniors and Individuals with Disabilities: This federal fund source supports public transportation for seniors and individuals with disabilities by funding eligible capital, purchased service, and preventive maintenance projects for transportation providers. Match for operating projects: local share 50 percent, federal share 50 percent. Match for other projects: local share 20 percent, federal share 80 percent. Historically, we use this fund to cover dial-a-ride operations. MCEDD would be the applicant. *Thoughts from the PTAC are welcome.*