

AGENDA ITEM FOR ADMINISTRATIVE MEETING ( ) Discussion only  
( X ) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Approval of Projects and STIF Plan

<p>Background:</p> <p>The Umatilla County STIF Advisory Committee reviewed the projects submitted for 2019 STIF formula funding. The Committee has made its recommendation on which projects to fund and prioritization of the projects. The recommendation is before the Board for approval and for inclusion in the 2019 STIF Plan for formula funding distribution next year. The plan is also before the Board for approval for submission to ODOT.</p>	<p>Requested Action:</p> <p>Review recommendation and Adopt Order No. BCC2018-073</p>
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ATTACHMENTS: Recommendation; Proposed Order

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Dept. Heard (copy)
- ( ) Human Resources (copy)
- ( ) Fiscal
- ( X ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:  
Bob Waldher

Needed at Meeting:

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Scheduled for meeting on: October 25, 2018

Action taken:

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Follow-up:

## Funding Summary

### Estimated Formula Fund Distribution for Umatilla County:

2019	2020	2021	
\$412,000	\$935,000	\$1,059,000	100%
\$535,600	\$1,215,500	\$1,376,700	130%

**Sub-allocation:** Per the Oregon Administrative Rules “to the extent possible, using the best available data, the sub-allocation method used by Qualifying Entities must be proportionate to the amount of employee payroll tax revenue generated within the geographic territory of each Public Transportation Service Provider. The sub-allocation estimate shall be a starting point for the Qualifying Entity’s STIF Plan and funding prioritization process. The sub-allocation is not an entitlement to the Public Transportation Service Provider and decision criteria may affect the prioritization of projects.”

### STIF Advisory Committee Recommendation:

2019	2020	2021
\$398,000	\$692,117	\$793,784

### Remaining STIF Formula Funds:

2019	2020	2021
\$14,000	\$242,883	\$265,216

Note: A Qualified Entity may carry forward unspent STIF Formula Fund moneys. The STIF Advisory Committee recommends a policy for a STIF Reserve or “Rainy Day” Fund.

## **Transit Coordinator**

**Applicant:** Umatilla County

**Project Summary:** This project proposes the creation of a Transit Coordinator position for the Qualifying Entity, Umatilla County. Position duties include promoting better regional transit coordination, identifying transit funding opportunities and writing grants. Transit Coordinator will serve as liaison to the STIF Advisory Committee and eventually the STF Committee. Duties include coordination of STIF Formula and Discretionary programs. Transit Coordinator will coordinate local and regional transit activities, planning for connectivity and ensuring the transit needs of the County are met.

### **STIF Funds Requested:**

<b>2019</b>	<b>2020</b>	<b>2021</b>
\$72,700	\$100,000	\$100,000

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$72,700), 2020 (\$100,000) and 2021 (\$100,000)

**West-End Workforce Demand Ride Cooperative – 100%**

**West-End Workforce Demand Ride Cooperative – 80%**

**West-End Workforce Demand Ride Cooperative – 60%**

**Applicant:** City of Hermiston

**Project Summary:** This program will provide 50% subsidized taxi rides for employees to any employer located within one of the four west-Umatilla County zip-codes (Hermiston, Umatilla, Stanfield, & Echo), and will be available seven days per week, 18 hours per day. This program will piggy-back off of the existing Senior/Disabled Taxi program operated within Hermiston. Adding additional rides/revenue to the system will help maintain the Senior/Disabled program by helping to spread the fixed overhead costs (i.e. office space, insurance, administration, etc.) across more service. This program will also help to improve the existing Hermiston HART fixed-route system by allowing it to continue to focus efforts toward the bulk of rider needs in Hermiston's core.

Note: This program consists of three scenarios scalable at 100%, 80%, and 60%.

**STIF Funds Requested:**

<b>2019</b>	<b>2020</b>	<b>2021</b>	
\$98,500	\$100,500	\$102,500	100%
\$78,800	\$80,400	\$82,000	80%
\$59,100	\$60,300	\$61,500	60%

**Advisory Committee Recommendation:** Fund the program at 80% for 2019 (\$78,800) and fully fund the program at 100% for 2020 (\$100,500) and 2021 (\$102,500)

## Hermiston-Boardman Connector

**Applicant:** Kayak Public Transit

**Project Summary:** This project would add weekday fixed-route bus lines connecting the Cities of Hermiston, Stanfield, Echo, the Westland Road employment cluster, Port of Morrow, Boardman, Irrigon, Umatilla, and McNary. The project includes several phases - planning, start-up operations, administration, and capital purchases.

Note: This program consists of five tasks including planning (Task 1), Capital (Task 2), Operations (Task 3), Administration (Task 4) and Capital (Task 5).

### STIF Funds Requested:

2019	2020	2021	
\$50,000	-	-	Task 1 - Planning
\$75,000	\$75,000	-	Task 2 - Capital (Bus Purchases)
-	\$50,000	\$175,000	Task 3 - Operations
-	-	-	Task 4 - Administration
-	\$25,000	\$25,000	Task 5 – Capital (Rolling Stock)

**Advisory Committee Recommendation:** Fully fund the all tasks associated with the project for 2019 (\$125,000), 2020 (\$150,000) and 2021 (\$200,000)

### Let'er Bus Deviated Fixed-Route

**Applicant:** City of Pendleton

**Project Summary:** The City provided over 48,000 rides in FY18. The City is expanding the Dial-A-Ride and Elite Transit program into a deviated fixed route system serving the general population including segments that have demonstrated greater need for transit.

**STIF Funds Requested:**

2019	2020	2021
\$28,000	\$100,000	\$185,000

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$28,000), 2020 (\$100,000) and 2021 (\$185,000)

### Administration of Transit Programs

**Applicant:** City of Pendleton

**Project Summary:** The City does not employ a transit person. The requirements of transit for STIF, 5311, 5310, STF, Drug and Alcohol records and training, Title VI for transit and all other policies and procedures and quarterly reporting need dedicated personnel.

**STIF Funds Requested:**

2019	2020	2021
\$20,000	\$40,000	\$50,000

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$20,000), 2020 (\$40,000) and 2021 (\$50,000)

### Match to Meet 5311 and 5310 Programs

**Applicant:** City of Pendleton

**Project Summary:** The City has left money on the table for 5311 projects. This match supplement will help expand the current service of transportation to the General Public. Dial-A-Ride, meal sites, special event transportation, youth transit programs, ADA, Seniors.

**STIF Funds Requested:**

2019	2020	2021
\$16,000	\$40,000	\$42,500

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$16,000), 2020 (\$40,000) and 2021 (\$42,500)

## Expand Service for Fixed-Route Bus

**Applicant:** City of Milton-Freewater

**Project Summary:** Extend Monday to Friday service (4 trips) and add Saturday service to fixed-route bus service.

### STIF Funds Requested:

2019	2020	2021
\$12,500	\$24,863	\$25,484

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$12,500), 2020 (\$24,863) and 2021 (\$25,484)

## ADA Elevator

**Applicant:** City of Milton-Freewater

**Project Summary:** Existing facilities for senior and disabled customers to purchase taxi tickets are located on the 2nd floor of City Hall. This requires using a set of stairs that are extremely difficult for many people to use. A chairlift is located on one set of stairs, but it is extremely old, slow and difficult to use. The ADA elevator will allow patrons access to city services, specifically the counter to buy reduced fare taxi tickets, that is much more convenient and dependable.

### STIF Funds Requested:

2019	2020	2021
\$50,000	\$50,000	-

**Advisory Committee Recommendation:** Partially fund the project for 2020 (\$50,000) only.

## Transportation Assistant

**Applicant:** City of Milton-Freewater

**Project Summary:** Project includes funds to help support a portion of transportation assistant position.

### STIF Funds Requested:

2019	2020	2021
\$25,000	\$25,000	\$25,000

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$25,000), 2020 (\$25,000) and 2021 (\$25,000)

### Limited Taxi Service to/from Work

**Applicant:** City of Milton-Freewater

**Project Summary:** The taxi service would be provided for transport to and from work. The hours of the taxi would be limited to 6:00 am to 9:00 am and then 3:00 pm to 6:00 pm, Monday through Friday.

**STIF Funds Requested:**

2019	2020	2021
\$20,000	\$41,781	\$43,300

**Advisory Committee Recommendation:** Fully fund the project for 2019 (\$20,000), 2020 (\$41,781) and 2021 (\$43,300)

### System Design Plan

**Applicant:** City of Milton-Freewater

**Project Summary:** Many entities have existing service. The System design Plan would inventory the existing service and make recommendations as to what changes/modifications might be needed to update routes and times to make transit service more efficient. The System Plan has the potential for affecting nearly 17,128 annual ridership for Milton-Freewater alone. This represents nearly 2.42 rides for every resident within Milton-Freewater's city limits.

Note: Milton-Freewater is part of the Walla Walla Valley Metropolitan Planning Organization and relies of Federal transit funding through the Federal Transit Administration (FTA). FTA requires a system design plan to be eligible for Federal funds. ODOT has suggested that rather than complete a System Design Plan for Milton-Freewater, Umatilla County should take the lead on a plan for the entire county (similar to the Morrow/Umatilla County Travelshed Plan). ODOT recommended applying for a Discretionary Grant through the STIF to fund the project. If the County is successful, the funds would not be utilized and would carry-over to the next biennium.

**STIF Funds Requested:**

2019	2020	2021
-	\$20,000	\$20,000

**Advisory Committee Recommendation:** Fully fund the project for 2020 (\$20,000), and 2021 (\$20,000) in case the County is not successful with a Discretionary Grant.



THE BOARD OF COMMISSIONERS OF UMATILLA COUNTY

STATE OF OREGON

In the Matter of Approval of            )  
Projects and 2019 Umatilla            )     Order No. BCC2018-073  
County STIF Plan                        )

WHEREAS in 2017, the Oregon Legislature adopted HB2017 and established the Statewide Transportation Improvement Fund ("STIF") to finance investments and improvements in public transportation services, which fund is comprised of a new tax imposed at the rate of one-tenth of one percent of the wages of an employee;

WHEREAS the Oregon Transportation Commission will distribute the moneys in the Statewide Transportation Improvement Fund to qualified entities, which includes Umatilla County, based on the amount of tax paid in the area served by the provider, with a minimum amount of \$100,000;

WHEREAS pursuant to ORS 184.761, the Board of Commissioners appointed the Umatilla County Statewide Transportation Improvement Fund Advisory Committee to advise and assist in prioritizing plans or projects to be funded from the STIF to public transportation service providers that provide services within the jurisdiction of Umatilla County;

WHEREAS ON September 18, 2018, the Umatilla County Statewide Transportation Improvement Fund Advisory Committee issued a Request for Projects for the 2019 Statewide Transportation Improvement Fund Formula Fund cycle;

WHEREAS the Committee met and reviewed the project proposals at a meeting on October 23, 2019, and made a recommendation to the Board of Commissioners for the list of projects to be included in the Umatilla County 2019 STIF plan and the prioritization of those projects.

NOW THEREFORE, the Board of Commissioners accepts the recommendation of the Committee and approves the inclusion and the prioritization of the following projects in the 2019 Umatilla County STIF Plan for formula fund distributions, and authorizes the submission of the plan to the Oregon Department of Transportation for the 2019 Statewide Transportation Improvement Fund (STIF) Formula Fund cycle:

Umatilla County - Transit Coordinator

2019 - \$72,700  
2020 - \$100,000  
2021 - \$100,000

City of Hermiston - Workforce Demand Ride Cooperative

2019 - \$78,800  
2020 - \$100,500  
2021 - \$102,500

Kayak Public Transit - Hermiston-Boardman Connector

2019 - \$125,000  
2020 - \$150,000  
2021 - \$200,000

City of Pendleton - Let'er Bus Deviated Fixed-Route

2019 - \$28,000  
2020 - \$100,000  
2021 - \$185,000

City of Pendleton - Administration of Transit Programs

2019 - \$20,000  
2020 - \$40,000  
2021 - \$50,000

City of Pendleton - Program 5311 and 5310 Match

2019 - \$16,000  
2020 - \$40,000  
2021 - \$42,500

City of Milton-Freewater - Expand Service for Fixed-Route Bus

2019 - \$12,500  
2020 - \$24,863  
2021 - \$25,484

City of Milton-Freewater - ADA Elevator

2019 - \$-0-  
2020 - \$50,000  
2021 - \$-0-

City of Milton-Freewater - Transportation Assistant

2019 - \$25,000  
2020 - \$25,000  
2021 - \$25,000

City of Milton-Freewater - Limited Tax Service to/from  
Work

2019 - \$20,000  
2020 - \$41,781  
2021 - \$43,300

City of Milton-Freewater - System Design Plan

2019 - \$-0-  
2020 - \$20,000  
2021 - \$20,000

DATED this 25<sup>th</sup> day of October, 2018.

UMATILLA COUNTY BOARD OF COMMISSIONERS

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George L. Murdock, Chair

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William J. Elfering, Commissioner

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W. Lawrence Givens, Commissioner

ATTEST:  
OFFICE OF COUNTY RECORDS

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Records Officer