

MINUTES

CURRY COUNTY JOINT TRANSPORTATION ADVISORY COMMITTEE January 12, 2021

Due to Covid Concerns, the Committee could not meet in person.

EMAIL SENT TO ALL MEMBERS:

On Thu, Jan 7, 2021 at 11:17 AM Kathryn Bernhardt wrote:

Dear Committee Members: Below is an outline of the items up for consideration. As you know, one of your tasks is to review and approve all State Transportation Improvement Fund (STIF) projects and the proposed allocation of Special Transportation Fund (STF) funds, as well as review the applications for other operating grants. This biennium the focus of STIF funding is on maintaining and expanding transportation services. I have attended webinars and trainings and discussed proposals with our ODOT liaison as well as CPTI drivers and staff. I wish we could have met in person, but because of Covid concerns that was not possible. I have come up with a spending plan that follows ODOT guidelines and will help improve our services to the community. Please read this over and let me know if you have any questions. I DO need a vote on these soon (by Tuesday) as the application deadline is February 1st. Many thanks.

PROPOSED STIF PROJECTS

Continuation of 2019/21 projects: *All anticipated costs for these projects are based on actual expenses in 2019 and 2020.*

Saturday Coastal Express

This project was put on hiatus in April because both neighboring transits – Coos County Transit and Redwood Transit – stopped Saturday services in response to Covid 19 concerns. Since we could not make connections for people wanting to go further north or south, we also stopped services. In response to passenger requests, we anticipate restarting Saturday Coastal Express on a trial basis in February, with the understanding there will be no north/south connections. Saturday ridership averaged about 80% of Monday-Friday passengers, but was increasing in the two months before suspension.

The anticipated annual cost of this service is **\$66,000.**

Saturday Brookings Dial-a-Ride and Saturday Dispatcher; extending Monday to Friday Dial-a-Ride operations by 1 hour

This project has been very well received with Saturday ridership at about 75% of the Monday to Friday numbers. Ridership is up about 3% over last year.

The anticipated annual cost of this service is **\$53,000.**

Marketing and Promotions

We have withdrawn advertising in the Pilot, but increased our radio presence. Our website has been up and running for 2 years, and we now have a 15 second promo in the local theater.

The anticipated annual cost is **\$18,000**

Employee Retention Program

This program covers a starting wage \$1 higher than minimum wage, regular pay increases, and the \$.50 minimum wage increase starting 7/1/21. Our retention rate is remarkable - average employee service is 6.2 years with four employees working over 10 years and four over 5 years.

The anticipated annual cost is **\$40,000.**

Proposed NEW programs:

Gold Beach Dial-a-Ride Expansion

Expand Gold Beach Dial-a-Ride to 5 days a week from 4. Expand daily service hours to 4 pm (additional 2.5 hours/day including prep times). Hire one part time driver 1 day/week. Costs are – additional 16 hours/week @\$50.51/service hour plus 8 hours/week for driver @\$15/hr = \$928/week for 52 weeks. This project would be re-evaluated every six months. The criteria for maintaining it would be an increase of ridership of over 20 per month.

The estimated annual cost is **\$48,500.**

Port Orford Dial-a-Ride (Pilot Program)

Add 1 day a week Port Orford Dial-a-Ride service from 10 am to 3 pm, using driver hired for Gold Beach Dial-a-Ride. Costs are 6 hours per week (includes prep times) @\$50.51/service hour plus 6 hours/week driver time @\$15/hr = \$393/wk for 52 weeks. This project would be on a try-out basis and would be re-evaluated every six months. The criteria for maintaining it would be ridership of over 20 per month.

The estimated annual cost is **\$20,500.**

Facility Maintenance and Improvement

For many years Curry Public Transit Inc. occupied very constricted offices and used the lower parking lot of the Chetco Activity Center for bus parking. Because the office space and parking area were not secured or alarmed, numerous break ins and thefts occurred. In 2019 CPTI purchased a 6,400 s/f building at 412 Alder Street using saved funds and a low-interest loan from the Oregon Transportation Infrastructure Bank. 1/3 of the building was rented to a long-term

occupant. The rental income now covers the loan payment. CPTI occupies approximately 2,000 sf and 1,200 sf are available for rent. CPTI has made extensive upgrades and improvements, including interior remodeling, installing security alarms, repaving and fencing a secure parking area for buses. It is anticipated this building will serve as a multi-modal Transit Hub for many years, serving hikers, bicyclers, Taxi/Uber/Lyft riders and various bus companies. The building was originally constructed in 1975 and remodeled numerous times as medical facilities, but had been vacant for over 5 years and not been well-maintained. The wood exterior siding is showing signs of insect damage and dry rot and the HVAC units are at 15-20 years old. The transit office entrance needs an ADA ramp and the parking areas need brighter security lighting. In order to maintain the building in good repair and make it an asset to the community we propose replacing the exterior siding with HardiPlank (30 year warranty), repairing or replacing eaves and gutters, building ADA ramps, repairing railings and walkways, adding more efficient outdoor lighting, upgrading interior flooring and lighting in the rental areas and replacing the antiquated HVAC system.

The anticipated costs are **\$130,000**

New 2021-23 Funding available:

According to October 2020 ODOT estimations Curry County is projected to receive **\$216,169** for fiscal year 2022 and **\$227,799** for fiscal year 2023. These figures take into account the impact of Covid19 on payroll tax collections through the end of 2021. I am anticipating a 5% error rate in these amounts.

Unspent 2019-21 STIP funds to be carried over into the 2021-23 period:

My best estimation is that we will have over **\$120,000** of unspent STIF funds from the previous biennium. This could be as high as \$150,000 depending on the next three quarters spending.

Existing expansion projects to be re-funded – potential costs for 1 year is **\$179,000**.

Additional projects - potential costs for 1 year is **\$69,500**.

For a total of **\$246,500** /year.

The additional \$30,331 for 2021-22 and \$18,701 for 2022-23 would come from unused 2019-21 funds.

Amounts left over of unspent 2019-21 funds would be put toward the building improvement project, with CPTI covering any costs in excess of the remaining funds.

Plan is due on February 1st.

Other Grant Applications for 2021-23

These are biennium grants, covering from July 1 2021 to June 30 2023. The 5311 grant funds the Coastal Express. Net amount (after CPTI supplies the match) is \$428,058, the 5310 grant funds Dial-a-Ride. Net amount (after CPTI supplies the match) is \$216,057. The 5304 grant funds additional planning costs for the long term plan (anticipated amount will be \$50,000, if needed) and the STF grant is for persons over 60 and those living with disabilities, which is used for Dial-a-Ride expenses. Amount is \$135,400 with no match required.

Plans are due March 1st

ACTION ITEM: I need a vote either approving or denying the STIF Grant Proposed Projects plan as outlined above as well as the STF and other grants. I will be happy to answer any questions but ask that you address them to the entire Advisory Committee by email so everyone has the same information.

Please respond with your vote by Tuesday January 12th.

OTHER TOPICS:

Upcoming involvement in long term planning:

CPTI has been awarded a grant for a consultant to assist in revising the Coordinated County Transportation Plan and producing a new 20 year Transit Development Plan. The Advisory Committee will be tasked with helping coordinate efforts with the consultant over the next year.

Reapplying for Advisory Board Membership

Applications are due June 2021. We are looking for potential members for this committee. If you know anyone who would be willing to serve, please let me know

Many thanks --

Kathryn Bernhardt, General Manager

PROPOSED BY KATHRYN BERNHARDT: To approve all STIF projects and use of STF grant for Dial-a-ride services as well as use of 5311, 5310 and 5309 grants as outlined. Seconded by Joanne Wasbauer.

VOTES RECEIVED BY EMAIL:

Kathryn Bernhardt – yes

Bud Reindal – yes

Bill Hamilton – yes

Stacey Hogan – yes

Tom Olsen – yes
Joanne Wasbauer – yes

Proposal Passed

Respectfully submitted:

Kathryn Bernhardt, Secretary