**MINUTES**

**CURRY COUNTY JOINT TRANSPORTATION ADVISORY COMMITTEE**

**January 5, 2023**

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

EMAIL SENT TO ALL MEMBERS:

On Thu 1/5/2023 11:20 AM Kathryn Bernhardt wrote:

Dear Advisory Committee:

Your immediate input is needed to approve items for the fiscal year 2023 to 2025.  I have attached copies for you to peruse.

First – Because of changes to the STIF plan, we need to revise our Bylaws.  Attached is the proposed changes as approved by ODOT.

Second – The application for STIF Proposals and 5310 and 5311 grants are due very soon.  Attached are the list of proposed projects for both 2023/24 and 2024/25.

I need your approval (or denial) vote reply to this email before January 10th.  Because of the short time frame, we will not be having an in-person meeting for this very important vote. If you have any questions or comments, either send them by email to ALL the above listed recipients, or call me at 541-412-8806.

ITEMS NEEDING REVIEW AND APPROVAL:

New Bylaws

Starting in July 2023, the Statewide Transportation Improvement Fund (STIF) will be consolidated with the Special Transportation Funds (STP). Because of this a number of changes were made by the State Transportation Advisory Committee. This combining of funding means that our current Bylaws need updating. I have attached the proposed new Bylaws that conform to the new Rules.

2023 – 2025 STIF Fund Allocations

I have attached a spreadsheet detailing the proposed new projects and how the funds will be allocated. Even though STIF and STF are now one fund, the STF portion still must be spent on projects focused on persons living with disabilities and those over age 65. So, I have shown this portion as funding mostly Dial-a-Ride Projects.

We have been advised to add 10%-20% to our anticipated project costs to assure we will have sufficient funding – and in case there is more money available. On the spreadsheet, the yellow columns show this “ask” amount.

The proposed 2023-2025 projects are continuing services that we either have started or intend to start. Unfortunately, Covid related issues put us behind schedule in actually expanding to Saturdays and starting new services. The funds we did not spend have carried forward to this new biennium. Below are brief explanations of the proposed projects:

PROJECT 1: SATURDAY COASTAL EXPRESS

This project will add 468 hours of driver and dispatch time and approximately 39,000 miles to the current services. Estimated costs are $39,630/year. I have allocated $44,000 for the first year and $55,000 for the second.

PROJECT 2 – DIAL A RIDE SERVICES

2A: BROOKINGS SATURDAYS

This project will add Saturday services in Brookings and extend daily Dial a Ride 1 hour a day. This will add 729 driver and dispatch hours and approximately 5,200 miles to the current services. Estimated costs are $44,974/year. I have allocated $49,500 for the first year and $50,600 for the second.

2B: GOLD BEACH EXPANSION

This project will expand Gold Beach Dial a Ride to 5 days a week (Monday-Friday) and expand hours to 9 am to 4 pm, and hire one part time driver. This will add 780 driver hours and $6250 for driver pay, approximately 2,000 miles to the current services. Estimated costs are $9,128/year. I have allocated $11,000 each for both years.

2C: PORT ORFORD DIAL A RIDE

This project will start a pilot program of one day a week Dial a Ride in Port Orford. This will add 312 hours of driver time and approximately 2,000 miles to the current services. Estimated costs are $6,549/year. I have allocated $7,700 for the first year and $8,000 for the second.

PROJECT 3 – MARKETING

This project will continue our current marketing program of Radio and print ads, Website and social media postings, printed brochures and public service announcements. In 2021/22 actual marketing costs were $21,931. I have allocated $27,500 each for both years.

PROJECT 4 - EMPLOYEE RETENTION

For the last three years we have been paying drivers a generous “Covid Hazard Incentive” to keep them on the job during dangerous times. These funds were provided by special government grants. This has been successful and very much appreciated, especially during times when jobs were rare. The Covid Incentive Grants are ending June 2023. I am proposing to permanently increase all staff pay by the amount of the current Incentive pay. Last year total payroll, including these benefits, were $497,685. This is an increase of $187,330 from pre-Covid pay. Adding in normal annual increases of 7%, I am allocating $214,170 the first year and $226,050 the second year to cover this increase in payroll costs.

PROJECT 5 – VEHICLE PURCHASES

In 2018 we ordered 8 replacement buses through a state grant. In 2019/20 all bus production stopped because of Covid shut downs. When production began again in early 2022 we were informed that all buses had increased in cost by 20%. In October 2022 we were again informed of another price increase in the chassis costs and had to reduce the order to 5 buses. Anticipated unspent STIF funds from the previous years is approximately $320,000. I am allocated all unspent funds toward new bus purchases in the second year to maintain our fleet.

Other Grant Applications for 2023  to 2025

These are biennium grants, covering from July 1 2023 to June 30 2025. The 5311 grant funds the Coastal Express. Net amount (after CPTI supplies the match) is $697,498. The 5310 grant funds Dial-a-Ride. Net amount (after CPTI supplies the match) is $221,424. ODOT has requested us to apply for amounts 20% over the minimum to allow for potential extra fundingMany thanks --

Kathryn Bernhardt, General Manager

PROPOSED BY KATHRYN BERNHARDT: To approve Revised Bylaws and all STIF projects as well as use of 5311 and 5310 grants as outlined. Seconded by Bud Reindal.

VOTES RECEIVED BY EMAIL:

Kathryn Bernhardt – yes

Bud Reindal – yes

Tom Olsen – yes

Carol Bayne – yes

Richard Jark – yes

John Herzog - yes

Nani Rowlady - yes

Proposal Passed

Respectfully submitted:

Kathryn Bernhardt, Secretary