Benton County: At Your Service Every Day

BENTON COUNTY
SPECIAL TRANSPORTATION ADVISORY COMMITTEE

AGENDA

Tuesday, January 23, 2018, 1:30 pm – 3:00 pm

Sunset Meeting Room - Benton County Sunset Building, 4077 SW Research Way, Corvallis

1. Call Meeting to Order / Introductions (Mary)
2. Approve November 28, 2017 Meeting Minutes (2 Minutes)
3. Old Business: (10 Minutes) (Lee)
   a) Action Item: Approve DRAFT Reasonable Accommodation Policy (Lee)
4. New Business: (60 Minutes)
   a) HB 2017 Transportation Bill Update (Lee & Lisa)
   b) Action Item: Member Contribution ($6,400) for LB Loop System Dev. Plan (Lee)
   c) Update: Rideline Transportation Brokerage (Lee & Mary)
5. Upcoming STAC Business Items:
   On the near horizon (dates TBD):
   - Regional Chapter of Linn-Benton-Lincoln Coordinated Plan
   - Benton County Transportation System Plan – Transit Portion Update
   - ODOT & BenCo Transit Asset Management Plan / Transit Safety Plan
   - BenCo Health Dept. Community Health Improvement Plan
6. Informational: (5 Minutes)
   a) 2019-20 Discretionary Grants (Lee)
   b) Other?
7. Roundtable (5 Minutes)

Conclusion

NEXT MEETING: February 27, 2018, 1:30PM – 3:00 PM

Benton County STAC Committee Members:

Mary Marsh-King, Chair (Vol. Driver)
Axel Deininger – Member (Disabled Rep.)
Tom Wogaman – Member (Schools ret.)
Lee K. Lazaro – STAC Staff
Tera Stegner – Member (Grace Center)
Drew Foster – Member (City of AV)
Steve Harder – Member (Dial-a-Bus)
Rocio Munoz – Member (Ex-Off. Health Rep.)
Dave Zaback - Member (HomeLife)
Tim Bates – Vice-Chair (CTS)
Steven Black – Member (Vol. Driver)

Benton County
Special Transportation Advisory Committee (STAC)

APPROVED 2018 Meeting Schedule

For January to December 2018

Tuesday, January 23, 2018
1:30 – 3:00 pm

Tuesday, February 27, 2018
1:30 – 3:00 pm

Tuesday, March 27, 2018
1:30 – 3:30 pm

Tuesday, April 24, 2018
1:30 –3:30 pm

Tuesday, May 22, 2018
1:30 – 3:00 pm

Tuesday, June 26, 2018
1:30 – 3:00 pm

Tuesday, July 24, 2018
1:30 – 3:00 pm

August 28, 2018 Meeting (Cancelled)

Tuesday, September 25, 2018
1:30 – 3:00 pm

Tuesday, October 23, 2018
1:30 – 3:00 pm

Tuesday, November 27, 2018
1:30 – 3:00 pm

December 25, 2018 (Cancelled)

MEETINGS ARE OPEN TO THE PUBLIC

Meeting facility: Sunset Building, 4077 SW Research Way, Corvallis, OR 97333
In the Sunset Room on the first floor.
The Sunset Building is accessible to the public.

This Agenda and the accompanying Minutes are available in alternate format upon request.
For an alternate format, or if you have any questions, please contact Cathy Williams, STF Assistant, at
cathy.williams@corvallisoregon.gov 541-766-6729 ext. 5012

BENTON COUNTY
SPECIAL TRANSPORTATION ADVISORY COMMITTEE
MEETING MINUTES
November 28, 2017

Present
Mary Marsh-King, Chair
Tim Bates, Vice Chair
Tom Wogaman
Drew Foster
Rocio Munoz
Axel Deininger (remote)
Tera Stegner
Dave Zaback
Steven Harder

STF and City/County Staff
Lee Lazaro, STF Coordinator
Cathy Williams, STF Assistant (Recorder)
Debie Wyne (Benton County Public Works)
Lisa Scherf (City of Corvallis)

Visitors/Presenters
(None)

Absent
Steven Black

1. **Introductions**

Chair Mary Marsh-King called the meeting to order at 1:33 PM. Committee members present introduced themselves. Mary also acknowledged that Axel Deininger was present via speakerphone.

2. **Review and approval of meeting minutes**

The Committee reviewed the October 24th, 2017 minutes. Correction to the status of Tera Stegner being present instead of absent was noted. Tom Wogaman moved to accept the minutes and Drew Foster seconded the motion. The minutes were approved unanimously with noted correction.

3. **Old Business**

a) **STAC Bylaws BOC Approval** –Mr. Lazaro reported that the STAC Bylaws were approved by the Board of Commissioners.

b) **Title VI Plan BOC Approval** – Mr. Lazaro reported that the Title VI Plan was approved by the Board of Commissioners.

4. **New Business**

a) **Review & Approve 2018 STAC Meeting Calendar** – Tera Stegner made a motion for approval as presented. Dave Zaback seconded the motion and all approved.

b) **Northwest Connector Management Plan** – Steven Harder made a motion for Mr. Lazaro to take the Management Plan to the Board of Commissioners for approval. Tom Wogaman seconded the motion and all approved.

c) **Review DRAFT Reasonable Accommodation Policy** – Mr. Lazaro provided a powerpoint presentation, highlighting and reviewing details of the plan, and also provided a handout. A number of comments and

suggestions for improvements to the Plan were made by STAC members. Mr. Lazaro will make the suggested changes to the policy. He asked that Committee members please review the policy and bring any additional feedback to the next meeting in January 2018. At that meeting, he will be asking that the STAC approve the Plan for recommendation to the Board of Commissioners for adoption.

c) **Update from 11/21 ODOT Grant Management Training** – Mr. Lazaro attended the training and shared that most of the topics were administrative items. He noted that in the 2019-20 Discretionary Grant Program there are four grant opportunities. One of these is for Tim Bates (the 5307 Mass Transit Vehicle Replacement), which is for large urban transit fixed route vehicles.

Other grant opportunities include the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities (one-time, competitive grant, rural monies). Another are two 5339 Bus and Bus Facilities (vehicle replacement and expansion), capital grants close to $10 million state-wide. Mr. Lazaro plans on submitting grant applications for the two bus grant programs, and also most likely for the discretionary grant program as well. Dave Zaback requested possibly repairing or replacing the HomeLife vehicles, which are very aged at 2002 and 2003 years. Mr. Lazaro noted that the deadlines for these grants are January and February of 2018.

5. **Upcoming STAC Business Items**

a) **No December Meeting** – Lee reminded the Committee that there is no meeting in December.

b) **For January – HB 2017 Transportation Bill Update** – Lee informed the group that the "Administrative Rules" portion of the Bill is progressing at a rapid rate. The draft rules are out for comment and there has been a public survey completed. The Rules for the Formula program portion of the transit section of the Bill are expected to be close to completed right after the first of the year. He said that the revenue collection component, which is the employee tax, is not moving along so quickly. It is a brand new tax being put into place by the Oregon Department of Revenue.

Lisa Scherf explained that there are 3 programs involved in the transit section of the Bill – 90% of the funds are in the Formula program, a small 5% discretionary grant program amount, and a small 4% inter-community grant program amount. She stated that so far the Committee has been working exclusively on the Formula rules. Ms. Scherf explained that the whole project is presently scheduled for completion in April 2018.

6. **Informational**

AMTRAK Two-for-One Voucher Program – Mr. Lazaro brought vouchers and trip planning guides for the current Amtrak Cascades Two-for-One adult fare Program, which is in effect now thru the end of April 2018. If anyone is interested, please contact Lee or Cathy Williams.

7. **Roundtable:** (None)

8. **Conclusion:** The meeting adjourned at 2:57 PM.

NEXT MEETING: Tuesday, January 23rd, 2018, from 1:30 PM to 3:00 PM.