

AGENDA CHECKLIST
BENTON COUNTY BOARD OF COMMISSIONERS
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Item #

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners at any meeting where a Board quorum is expected.

Suggested Placement for this Agenda Item:

- BOC Tuesday Meeting Worksession
 Other: _____

Suggested Agenda Date: April 2 & April 16, 2019

Department Submitting: Public Works

Short Title of Agenda Item: **ORDER: Adopting
 Statewide Transportation Improvement Fund
 (STIF) Advisory Committee's Formula Fund
 Allocation Recommendations for the STIF Plan of
 2019-2021**

Contact Person: Debie Wyne

Phone Extension: 6009

Person Attending BOC Meeting (*REQUIRED*):
**Lisa Scherf, City of Corvallis QE Representative,
 Gary Stockhoff, & Dylan Horne, STIF Chair**

Person(s) Who Should Receive Signed Documents
 After Meeting: **Debie Wyne**

This Item Involves: (Check all that apply for this meeting.)

<input checked="" type="checkbox"/> Order/Resolution/Proclamation <input type="checkbox"/> Ordinance/Public Hearing: <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Public Comment Anticipated: Estimated Time <input type="checkbox"/> Document Recording Required <input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Appointments <input type="checkbox"/> Update on Project/Committee <input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Discussion & Action 5 minutes Estimated Time <input type="checkbox"/> Special Report: <input type="checkbox"/> Oral <input type="checkbox"/> Written
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If appropriate, have Boards/Committees been involved? Yes No Not Applicable

If yes, address under Salient Issues, page 2.

If appropriate, has this agenda/item been advertised? Yes No Not Applicable

Names of Publications:

Dates of Publications:

Reviewed By: (**Signature and Date Required**)

<u>Gary Stockhoff</u>	<u>3/20/19</u> <small>DATE</small>	Department Head	Required for all BOC meetings
_____	_____ <small>DATE</small>	Chief Operating Officer	Required for all BOC meetings
_____	_____ <small>DATE</small>	County Counsel	Required for all legal documents
_____	_____ <small>DATE</small>	Budget Office	If appropriate
_____	_____ <small>DATE</small>	Human Resources	Required for all personnel actions
_____	_____ <small>DATE</small>	BOC Administration	Required for all BOC meetings

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DATE OF MEETING:

Worksession: April 2, 2019, at 10:00 am and Board Meeting: April 16, at noon

TITLE OF AGENDA ITEM:

ORDER: Adopting Statewide Transportation Improvement Fund (STIF) Advisory Committee's Formula Fund Allocation Recommendations for the STIF Plan of 2019-2021

IDENTIFIED SALIENT ISSUES:

On July 17, 2018, the Board appointed members to the Statewide Transportation Improvement Fund (STIF) Advisory Committee and adopted By-laws for the Committee. The Committee and bylaws were established to carry out the statutory requirements of ORS 184.758 and ORS 184.761, and the rules creating the procedures and requirements for administration of the Statewide Transportation Improvement Fund, as set forth in OAR Chapter 732, Division 040.

The STIF Advisory Committee met from September 21, 2018 to present. Staff provided training for the Committee on the State's rules and requirements and guided Committee work. The Committee timeline was intended to complete the task of making STIF Plan recommendations to the Board to allow submission of the Plan to the State by the May 1, 2019 deadline.

At its March 4, 2019 meeting, the Committee heard presentations by applicants for public transit projects that would use STIF Formula funds allocated to Benton County. The following Public Transportation Service Providers (PTSPs) submitted applications: Benton County, City of Corvallis (Corvallis Transit System), City of Philomath (Philomath Connection), Oregon Cascades West Council of Governments (OCWCOG), and the City of Albany (Albany Transit System and Linn Benton Loop). The total amount requested by applicants for the 100% project list (\$4,523,700) exceeded the amount allocated to Benton County (\$4,022,000) by \$501,700. A brief description of all the projects is found in Attachment A.

A final decision on funding recommendations for Board of Commissioners (BOC) was deferred to the March 15, 2019, STIF Advisory Committee meeting. At that meeting, the Committee reviewed some requested additional information and established a recommended list of projects for both 100% of the projected allocation amount and 130% of the anticipated allocation, as required by ODOT. This process required either moving projects from the 100% to the 130% list or finding savings in the requests from most of the PTSPs. The Committee also organized its proposed project list in ranked order, as required by ODOT. To assist the Committee, staff prepared a spreadsheet showing all the requested projects; these are shown in ranked order in Attachment B for the Board's consideration.

OPTIONS:

1. ***Approve the recommendations of the STIF Advisory Committee project list as presented.*** Staff recommends this option.
2. ***Accept the project list with changes to either the funding amounts or ranked order of any or all projects.*** Applicants will need to be notified, and Board rationale for the changes would be requested by the STIF Advisory Committee to assist in review of future applications.

FISCAL IMPACT:

There is no fiscal impact to the County General Fund. The new funding from HB2017 is a payroll tax to be

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allocated to the QE (Qualified Entity being Benton County) for projects. This new funding is specifically designated for service enhancements and expansion related to transit. If the applications mentioned above are not approved by the State, then the STIF would be reconvened to recommend a new list of projects. If County's projects were not funded, they would not be implemented. There would also be impacts to the Public Transportation Service Providers (PTSPs) who submitted applications in anticipation of funding and those projects would also not be implemented.

STAFF RECOMMENDATIONS:

Staff recommends the Board of Commissioners forward the STIF Advisory Committee's STIF Formula Fund project ranking and funding recommendations for fiscal years 2018-19 through 2020-21 to the April 16, 2019 Board meeting for consideration.

If Board action is taken on April 16, staff will submit a STIF Plan to the Rail and Public Transit Division of the Oregon Department of Transportation on behalf of Benton County, the STIF Qualified Entity for this area.

SUGGESTED MOTION(S):

April 2, motion: I hereby move that this item be forwarded to the April 16, 2019, Board meeting.

April 16, motion: I hereby accept the Benton County STIF Advisory Committee's funding and ranking recommendations for Formula Fund projects to be included in the Benton County STIF Plan for the 2019-21 Biennium, and sign the said Order.



Recommended Formula Project Descriptions

FY2018-19 – FY2020-21 STIF Plan

The Benton County Statewide Transportation Improvement Fund (STIF) Advisory Committee (Committee) developed a sub-allocation methodology to guide the allocation of STIF Formula funds in Benton County to inform the selection of projects submitted by Public Transportation Service Providers (PTSP). That methodology was adopted by the Board of Commissioners on January 15, 2019.

As intended under the STIF Rules, the Committee used the approved sub-allocation methodology as a guide, but also considered a range of additional factors in developing the recommended list of projects for STIF funding.

One major consideration for the Committee was the need to incorporate important regional transit planning and operations projects, such as the Linn-Benton Loop and Oregon Cascades West Council of Government's proposed 99W Corridor Evaluation project, into the prioritized project list. These entities could not be included in the sub-allocation methodology because they are not political jurisdictions that generate independent payroll tax revenues.

Formula project applications were received by the following Public Transportation Service Providers (PTSPs): Benton County, City of Corvallis (Corvallis Transit System), City of Philomath (Philomath Connection), Oregon Cascades West Council of Governments (OCWCOG), and the City of Albany (Albany Transit System and Linn Benton Loop). At its March 15, 2019 meeting, the Committee reviewed and recommended a ranked set of projects to advance to the Benton County Board of Commissioners for inclusion in the Benton County STIF Plan. This Plan must be submitted to ODOT by May 1, 2019.

The chart on page 2 compares the original sub-allocation methodology and the final project allocations, by agency, approved by the Committee. The shift of both Corvallis and Benton County monies under the sub-allocation methodology, to fund regional priorities in the 100% Project List, can be seen.

Comparison: Sub-Allocation Formula and Recommended STIF Project Plans		
<u>At 100% Funding Level (ODOT December Update)</u>		
	Sub-Allocation Methodology	STIF Project Plans
Corvallis Transit System	\$ 3,097,864	\$ 2,848,890
Philomath Connection	\$ 160,366	\$ 157,000
Benton County Public Transportation	\$ 570,557	\$ 327,870
North Albany (Albany Transit System)	\$ 122,802	\$ 150,000
Linn-Benton Loop	\$ -	\$ 420,500
Oregon Cascades West COG	\$ -	\$ 77,740
City of Adair Village	\$ 30,238	\$ 17,140
City of Monroe	\$ 40,173	\$ 22,860
Total 100% Level Funds:	\$ 4,022,000	\$ 4,022,000
<u>At 130% Funding Level (ODOT December Update) - Additional 30% Funds</u>		
Corvallis Transit System	\$ 929,360	\$ 1,127,810
Philomath Connection	\$ 48,110	\$ 47,000
Benton County Public Transportation	\$ 171,165	\$ 10,000
North Albany (Albany Transit System)	\$ 36,840	\$ -
Linn-Benton Loop	\$ -	\$ 10,000
Oregon Cascades West COG	\$ -	\$ -
City of Adair Village	\$ 9,072	\$ 5,050
City of Monroe	\$ 12,053	\$ 6,740
Total 130% Level Additional Funds:	\$ 1,206,600	\$ 1,206,600
(Grand Total Funding @ 130% Level):	\$ 5,228,600	\$ 5,228,600

Attachment B summarizes in table form information from each project application. Following is a brief description of projects recommended by the Committee, in ranked order.

100% Funding Project List

1. Linn-Benton Loop (Loop) Buses for Service Expansion (\$264,000)

Acquisition of the buses will allow for expanded service that is described in the recent draft “Linn-Benton Loop Service Development Plan” approved by the Loop Technical Advisory Committee and Governing Board. The project is included in the Benton County Transportation System Plan and the Benton County Coordinated Plan. Funding will assist with the purchase of a new 40-foot mass transit vehicle for expanded Loop service and match to a STIF Discretionary grant for a second bus.

2. Corvallis Transit System Service (CTS) Enhancement (\$1,973,700)

This project implements the Short Term projects identified in the recently-adopted Corvallis Transit Development Plan. It adds approximately 10,000 hours of CTS service per year, including Sunday service on all regular routes; extended weekday and Saturday hours on most routes; and expanded routes to serve downtown and provide a “cross-town” service.

3. Corvallis Transit System Service/Benton County Transit Support Position (\$202,000)

In order to assist with implementation and maintenance of significant new services for both CTS and Benton County, this project will hire one full-time transit employee.

4. Benton County Match for Federal 5330 Bus Grant (\$44,100)

In 2018, Benton County was awarded a competitive Federal 5339 Bus Grant from the FTA to purchase three new small cutaway buses; the grant amount total was \$198,900, with required local match of \$44,100.

5. Albany Transit System (ATS) Bus Purchase for North Albany Service (\$75,000)

Albany recently completed its Transit Development Plan, which identified expanded service to North Albany in Benton County. This project provides partial funding for the acquisition of a new 35-ft mass transit bus to specifically serve residents of North Albany.

6. Philomath Connection Bus Match (\$89,400)

Philomath has applied for a STIF Discretionary Bus Replacement grant, to replace a bus past its useful life. Matching funds are requested from STIF Formula funds.

7. Boys and Girls Club “Training Teens for Tomorrow” Transportation Pilot (\$40,000)

This pilot project funds transportation assistance for a teen workforce development project created by the Corvallis Boys and Girls Club. The program provides job training, internships, and summer job opportunities for high school youth from Philomath, Adair Village, Monroe, and south Corvallis.

8. Oregon Cascades West Council of Governments (OCWCOG) Match for 99W Corridor Feasibility Study, Vehicle Purchase, and Pilot Service (\$82,750)

OCWCOG has applied for a STIF Discretionary grant for \$827,340 for a transit corridor feasibility analysis and potential bus purchase/pilot transit service, on the 99W corridor between Junction City and McMinnville. Matching funds for these three project tasks are requested from Benton County STIF Formula funds. If successful, OCWCOG will seek STIF matching funds from adjacent counties, in addition to Benton County, for on-going operations.

9. Expanded Linn-Benton Loop Operations (\$156,500)

This project will assist with implementing expanded Loop service described in the draft Linn Benton Loop Service Development Plan. This includes extended hours and increased frequency, as well as re-design of routes.

10. Philomath Connection Service Enhancement – Phase I (\$55,000)

This service expansion, described in the recently-adopted Philomath Transportation System Plan,

includes extended weekday hours for the route connecting Philomath to Corvallis. A route change is anticipated that will provide service to a developing high-density area of Philomath.

11. ATS Service Expansion (North Albany) (\$75,000)

Following acquisition of a new bus (Project 5 above), extended service hours would be implemented in the North Albany area. This project provides for a proportional Benton County contribution for the cost of this new service.

12. CTS and Philomath Connection (PC) Service Garage Expansion (\$550,000)

All CTS and PC buses are maintained at the City of Corvallis garage facility. The existing garage was not originally constructed to service large urban buses. Expansion of garage facilities will provide additional service bays and equipment to work on multiple buses at one time.

13. Benton County Transit Service Capacity Expansion (\$134,370)

This project provides a foundation for expanded County transit service capacity for both fixed route rural general public and demand-response service to seniors and persons with disabilities. Funds will provide an increase in the contract with the service operator (Dial-a-Bus) to assist with relocation to a larger facility and allow for additional driver wages to aid in increased recruitment and retention.

14. Benton County Computer-Aided Dispatch System (\$120,000)

This project replaces the County's legacy transit dispatching system with a modern dispatching, driver information, reporting, and GPS vehicle location system. The current system does not support service growth or electronically updated route and passenger manifest information. It does not provide any GPS tracking ability for County buses.

15. Midlife Rebuild for Two CTS Buses (\$90,000)

This project will provide funds for a major rebuild (engine and transmission) of two existing CTS buses. A major rebuild will extend the useful life of these costly capital assets.

16. Benton County Match for Coast to Valley Expansion Grant (\$39,400)

Benton County and Lincoln County Transit co-manage the existing Coast to Valley Express service, with each agency operating two round trips per day between Newport, Corvallis, and the Albany Amtrak station. Grant applications for the STIF Discretionary program were submitted by both Counties to expand the current Coast to Valley Express system, adding additional daily runs to the Amtrak station. Matching funds are requested from STIF Formula funds.

17. Philomath Bus Stop Amenities (\$12,600)

This project will allow for the addition of amenities such as lighting, benches, bike racks and trash receptacles.

18. CTS Bus Stop Amenities – Phase I (\$33,190)

This project will allow for some passenger shelter replacements and the addition of amenities such as lighting, benches, bike racks and trash receptacles.

130% Funding Project List

1. Midlife Rebuild for Three CTS Buses (\$130,000)

This project will provide funds for a major rebuild (engine and transmission) of two existing CTS buses. A major rebuild will extend the useful life of these costly capital assets.

2. CTS Bus Stop Amenities – Phase II (\$42,810)

This project will allow for some passenger shelter replacements and the addition of amenities such as lighting, benches, bike racks and trash receptacles.

3. CTS Onboard Camera System Enhancement (\$55,000)

This project would upgrade the current on-board camera system to provide wireless video transmission on each bus, to provide real-time streaming of on-board events.

4. Benton County Dispatch System – Phase II (\$10,000)

This enhancement to Project 14 in the 100% list will add automatic reporting of vehicle mileage, data useful for the County's vehicle preventive maintenance management system.

5. Linn-Benton Loop Bus Stop Amenities (\$10,000)

This project will allow improvements to a number of existing LB Loop bus stops with features such as trash receptacles, lighting, and schedule holders.

6. CTS Fleet Electrification – Infrastructure (\$90,000)

In order to begin moving to electrification of the CTS fleet, this project provides electric charging infrastructure for vehicle charging at the Corvallis Public Works compound, where the fleet is stored.

7. CTS Fleet Electrification – Bus Purchase (\$810,000)

This project will fund purchase of the first electric CTS bus. These buses are more costly than diesel buses, but should experience significantly reduced fuel and maintenance costs.

8. Philomath Connection Service Enhancement – Phase 2 (\$47,000)

This project would continue service improvements for the Philomath Connection, as described in Project 10 of the 100% list.

9. Reserves for Future Projects

This reserves the remaining funds identified in Benton County's 130% allocation for future projects, including the communities of Adair Village and Monroe.

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ATTACHMENT B: Benton County STIF Advisory Committee Formula Ranked Project Summary - March 15, 2019

Project Rank	Original Project ID	PROJECT TITLE	TOTAL Cost for FY19-21	Project Type	% Serving Grades 9-12	STIF Factors Met	OPTP Goals Met	Low-Income Households Served (1/2-mi)	New Rides Estimated (FY19-21)
100% PROJECT LIST									
1	R	L-B Loop Bus for Service Expansion	\$ 264,000	Capital	0%	6	6	N/A	N/A
2	A	Corvallis Transit System Service Enhancement	\$ 1,973,700	Operations	4%	3	8	21,786	356,700
3	A	Corvallis Transit System/Benton Co - Transit Support Position	\$ 202,000	Operations	4%	3	8	N/A	N/A
4	J	Benton County Match for Federal 5339 Bus Grant	\$ 44,100	Capital	0%	2	4	N/A	N/A
5	P	Bus Purchase for Albany Transit System (N. Albany)	\$ 75,000	Capital	1%	4	5	N/A	N/A
6	F	Match for Replacement Philomath Connection Bus Grant	\$ 89,400	Capital	0%	2	4	N/A	N/A
7	---	Boys & Girls Club "Training Teens for Tomorrow" Pilot	\$ 40,000	Operations	100%	1	4	1,351	8,000
8	I	Match for COG 99W Transit Corridor Feas.Study/Pilot	\$ 77,740	Plan/Cap/Ops	0%	4	1	25,387	3,000
9	S	Expanded L-B Loop Operations	\$ 156,500	Operations	1%	6	8	5,020	224,000
10	G	Philomath Connection Service Enhancement	\$ 55,000	Operations	4%	3	8	4,743	6,020
11	Q	Albany Transit System Service Expansion (N. Albany)	\$ 75,000	Operations	4%	5	6	830	140,000
12	B	CTS and Philomath Service Garage Expansion	\$ 550,000	Capital	0%	2	5	N/A	N/A
13	K	Benton Co Service Capacity Expansion - Fixed Route	\$ 51,510	Operations	0%	2	5	9,153	8,450
14	K	Benton Co Service Capacity Expansion - Fixed Route	\$ 82,860	Operations	0%	2	5	14,470	19,800
15	M	Benton Co Computer-Aided Dispatch System	\$ 110,000	Capital	0%	2	4	N/A	N/A
16	C	Mid-Life Rebuild for CTS Buses	\$ 90,000	Capital	0%	2	6	N/A	N/A
17	O	Match for Benton Co Coast to Valley Expansion Grant	\$ 39,400	Operations	0%	3	5	755	7,850
18	H	Philomath Connection Bus Stop Amenities	\$ 12,600	Capital	4%	3	3	N/A	N/A
19	D	CTS Bus Stop Amenities - Phase I	\$ 33,190	Capital	4%	3	3	N/A	N/A
Total for All Agencies in Benton County Allocation			\$ 4,022,000						
130% PROJECT LIST									
1	C	Mid-Life Rebuild for Three Additional CTS Buses	\$ 130,000	Capital	0%	2	6	N/A	N/A
2	D	CTS Bus Stop Amenities - Phase II	\$ 42,810	Capital	4%	3	3	N/A	N/A
3	E	CTS Bus Camera System Enhancement	\$ 55,000	Capital	4%	3	4	N/A	N/A
4	M	Benton Co Dispatch System - Phase II	\$ 10,000	Capital	0%	2	4	N/A	N/A
5	T	Linn-Benton Loop Bus Stop Amenities	\$ 10,000	Capital	1%	6	6	N/A	N/A
6	---	CTS Fleet Electrification - Infrastructure	\$ 90,000	Capital	0%	2	2	N/A	N/A
7	---	CTS Fleet Electrification - Bus Purchase	\$ 810,000	Capital	4%	2	2	2,725	N/A
8	---	Philomath Connection Service Expansion (Continued)	\$ 47,000	Oper.	4%	3	8	4,743	6,020
9	---	Reserves for Future Projects	\$ 11,790	Reserves	0%	2	2	N/A	N/A
Total: 130% STIF Project List Projects			\$ 1,206,600						
Grand Total: 100% + 130% STIF Project List			\$ 5,228,600						

**BEFORE THE BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Adopting the Recommendations of)
Benton County’s Statewide Transportation)
Improvement Fund Advisory Committee) **ORDER No. D2019-040**
For Benton County’s Statewide Transportation)
Improvement Fund Plan)**

THAT, Benton County is the designated Qualified Entity for the purposes of receiving and disbursing funds generated by formula through the Statewide Transportation Improvement Fund to public transportation service providers serving Benton County; and

THAT, Benton County is required by the Oregon Department of Transportation to develop a Statewide Transportation Improvement Fund Plan with public transportation projects submitted by public transportation service providers serving Benton County; and

THAT, the bylaws of Benton County’s Statewide Transportation Improvement Fund Advisory Committee authorize the Committee to initiate advice and recommendations to the Benton County Board of Commissioners for purposes of developing projects for inclusion in the Benton County Statewide Transportation Improvement Fund Plan; and

THAT, the Committee has provided the following recommendations attached hereto as Attachment A - STIF Formula Project Descriptions and Attachment B - STIF Project Ranked Formula Summary to the Board of Commissioners to be adopted and incorporated into Benton County’s Statewide Transportation Improvement Fund Plan.

NOW, THEREFORE, BE IT HEREBY ORDERED that the recommendations of Benton County’s Statewide Transportation Improvement Fund Advisory Committee described as Attachment A - STIF Formula Project Descriptions and Attachment B - STIF Project Ranked Formula Summary be adopted for incorporation into Benton County’s Statewide Transportation Improvement Fund Plan.

Signed this 16th day of April, 2019.

Adopted this 16th day of April, 2019.

BOARD OF COMMISSIONERS

Annabelle Jaramillo, Chair

Pat Malone, Commissioner

Approved as to form:

County Counsel

Xanthippe Augerot, Commissioner