

# Yamhill County Transit Advisory Committee

## MINUTES

April 4, 2019

3:00 p.m.

**Room 32, Courthouse**  
535 NE Fifth St.

**PRESENT:** Frank Sheridan, Chair; Scott Essin; Kenna West; Heather Richards; Craig Johnson; Mike Schmidt; Ken Moore; Nancy Keim; Emily Frei and Commissioner Richard L. “Rick” Olson, Liaison.  
Chris Mercier, Craig Johnson and Kristi Long were excused.

**Staff:** Cynthia Thompson, Transit Manager; Susan Halliday, Transit Program Coordinator, Tanya Manley, Staff; Renee Guerrero, First Transit Manager

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Frank Sheridan called the meeting to order at 3:00 p.m.

1. Welcome – Introductions
2. Public Comment - None
3. Funding Update:
  - a. STF-5310
  - b. STIF
  - c. Budget
  - d. Other Grants

Cynthia Thompson stated that all of the smaller funds were fully approved by the Board of Commissioners. She noted that the next step will be to update those non-profit agreements with the new funding amounts for consideration of approval by the Board of Commissioners. Ms. Thompson reviewed the news release regarding approved STIF funding which has now moved into the implementation phase for public transportation improvements. Ms. Thompson commented on city contributions to transit funding. She noted that STIF funding can be used for buses.

Heather Richards suggested a work session to discuss sustainable transit funding. Ms. Thompson addressed a grant opportunity to create an electric or alternative energy transit program. There was discussion regarding the benefits and also the risks of technologic and financial sustainability.

4. Service Changes April 1
  - a. Transit Development Plan/STIF plan next round of service enhancements  
Susan Halliday discussed the bus route updates and noted outreach included website, radio, brochures and maps. She stated the new maps and schedules spanning the entire transit reach will be placed in transit shelters in the near future.

5. Provider Update

- a. Performance Statistics
- b. April 1 service adjustments operations update

Ms. Guerrero gave a provider report on the ridership responses to the new route system and bus wraps. First Transit is working to identify issues that need correction. She reported that the Dial-a-Ridership has increased the need for more buses since April 1<sup>st</sup>. Ms. Guerrero noted a 10.9% increase in Dial-a-Ride ridership so far in 2019. Additional fixed routes times are needed but are not part of the current TDP phase.

6. Transit Manager update

Ms. Thompson reviewed the Real Time system approved under the technology grant, bus graphics and the transit audit.

- a. Technology Grant
  - i. Project Status
- b. Bus Graphics Project
- c. FTA/ODOT Audit

7. Public Comment – None.

8. The next meeting is scheduled Thursday, April 25, 2019 at 3:00 p.m. Mike Schmidt stated he will be retiring at the end of April and will not renew his committee application.

The meeting adjourned at 4:00 p.m.

*Minutes submitted by Carolina Rook*