

PUBLIC TRANSPORTATION ADVISORY COMMITTEE  
MEETING NOTES  
JULY 13, 2009

Date: Monday, July 13, 2009  
Time: 1:00 pm – 4:00 pm

Location: HRC  
Salem OR

Members Present:

Terry Parker, Chair, Lane Transit District (LTD)  
David Ritacco, Veterans Administration, Vocational Rehabilitation  
Peter Schulz, Member at Large, Yamhill County  
Julie Brown, Rogue Valley Transportation District (RVTD)  
Mary Jo Carpenter, Oregon Transit Association, Baker County  
Frank Synoground, Statewide Independent Living Council (SILC) via telephone  
Claire Potter, TriMet  
Bob Lowry, Oregon Rail Advisory Committee (ORAC)  
John Wenzholz, Ex Officio  
Ernie Palmer, Basin Transit Service (BTS)  
Sally Lawson, Oregon Association of Area Agencies on Aging and Disability  
Lorna Adkins, Salem Area Mass Transit District (SAMTD)

Members Absent:

Dennis Dick, Intercity Bus Service Provider, Valley Retriever  
Alan Pollock, Salem Area Mass Transit District (SAMTD)

ODOT Public Transit Staff Present:

Dinah Van Der Hyde, Senior Policy Analyst  
Joni Bramlett, Capital Programs Manager  
Jean Palmateer, Special Transportation Fund Program Manager  
Sharon Peerenboom, Small City & Rural program manager  
Alina Aaron, Capital Program Analyst  
PJ Pippin, Executive Support

Interested Persons Present:

Mark Volmert, OTA Chair, OCWCOG  
Tim Wilson, Interested Citizen  
Sharon Fipps, Benton County

Guest Speaker(s): None.

ITEM A**1:00 pm Welcome, Introductions, Items of Interest**

Chairperson Terry Parker called the meeting to order. Welcome and introductions were made. Meeting notes from the May 11, 2009 PTAC meeting were reviewed. Mr. Lowry had several corrections to the notes. First (page 1), under “Interested Persons Present”, Sharon Fipps is listed as working for Benton County Transit; it should be Benton County (no Transit). Second (page 4), the notes show Ernie Palmer as “owner” of BTS; he should be listed as “general manager”. Next, on page 5, change “the fleet” to “their fleet” in the last paragraph; and, remove the word “are” in the last sentence. And, finally, the City of Lebanon service is not a fixed route. A motion was made to accept the notes with corrections. Committee unanimously approved.

PTAC needs to nominate a vice chair. Julie Brown was asked to be vice chair and she accepted. The committee unanimously approved her election as vice chair.

Chair Parker, Page 5 suggested to go through the grant application process and follow up at next meeting on the process. Several persons volunteered for the work group to evaluate and improve the process for the next grant cycle.

Under G/H, PTAC notes from 05/11, there was no resolution. PTAC needs to take discussion to the next step in the next meeting.

ITEM B**1:10 pm Opportunity for Public Comment**

None

ITEM C**1:15 PM Division Report**

- PTD staff attended the TriMet Green Line (light rail) opening in Portland that travels to Clackamas Town Center
- Portland Streetcar prototype was tested and completed. PTD has a grant agreement in place to purchase six additional cars.
- PTD staff also attended the Hood River ground breaking for their new facility. The ground-breaking was well attended. The facility should be completed within 300 days. Currently the driver rest area is substandard and will be greatly improved with ARRA funds for this project.

- PTD staff visited the City of Sandy's new facility. There are many "green" features; simple but effective use of the grounds, lighting. The facility will be shared with another department within the city.
- PTD will have a Federal Transit Administration (FTA) state management review audit in September (09/22, 23, 24). The FTA will also conduct several provider onsite reviews.
- Information on the re-authorization proposal, called STAA (Service Transportation Authorization Act) is available upon request. ODOT-Legislative division has been assisting PTD in making comments. There is a proposed new mobility program called CAMP that would combine Job Access and New Freedom funding. Features of the program have not been defined and requirements don't appear to have been simplified.
- There is a new ODOT administrative rule. It requires the Oregon Transportation Committee (OTC) to determine federal DOT funds available that could be used for multimodal projects. The rule defines a process to set funds for multimodal projects and a requirement to use 10% percent to fund E&D transit projects.

Joni Bramlett, Capital Program Manager, gave a short briefing on the status of the ARRA program.

- ARRA appropriation funds were approved on Friday, July 10;
- ARRA STP transfers have not been approved yet; and
- ARRA signs to be used on construction projects have been distributed to providers.

#### ITEM D

**1:30 pm**

#### **State Legislation, Transportation Highlights**

Dinah Van Der Hyde presented a brief recap of these legislative issues:

- PTD and PTAC expressed gratitude to those (OTA, LTD, TriMet, etc.) that were instrumental in the success and helped support legislation to help Oregonians obtain and sustain safe and reliable transportation. Public Transportation will benefit from the ID card fee increase (HB2001) and from HB5048 from the Surface Transportation Board; and an additional \$10 million from the general fund for operation support (SB5054).
- Due to HB3379, PTD will need to complete a streetcar study.

- There is a very new Veterans Transportation Council. PTD will send a representative for public transportation on the Veterans Transportation Council. There is a link to the PTD website on the Veterans' website.
- Legislation passed that grants LTD and TriMet tax authority to raise the business payroll tax under certain conditions.

#### ITEM E

#### **1:45 pm Statewide Rideshare Project**

Two years ago PTAC was presented with an innovation project for statewide software for carpooling. The software was not considered innovative since it did not meet the stated criteria; the software was already being used in the state of Washington.

Currently, OTC has determined that TDM projects are a high priority for ODOT. The Oregon Environmental Council and Coalition for a Livable Future has asked PTD to implement this statewide rideshare project that can be shared with Idaho, Washington and, possibly, Wyoming. The project proposal will be taken to the OTC in September for approval.

#### ITEM F

#### **2:15 pm Discretionary Programs, Lessons learned**

This is the “off” year for the Discretionary grant program so there is time to plan and prepare for the next grant cycle in 2011. What are the goals and tasks/challenges the PTAC would like to address or accomplish through the next series of PTAC meetings?

The point was made that some providers did not spend all of their discretionary dollars due to the ARRA money available. Clarification on what to do in that situation needs to be in writing. Also, concerns about recipients' financial management abilities were expressed and discussed by the Committee.

#### Discretionary grant program process

There was general discussion and the staff information and comments were noted to inform staff as they “rush” to complete necessary work:

- Timeline - Publish June 2010
- Usually all the money is spent but since the ARRA funds became available some providers did not spend all grant money available. What happens to grant money left unallocated?

- Previously a statewide committee determined project selection; now projects were selected locally with funding decisions being done through a formula-based targeted allocation
- E&D allocated 5310 and STF; these applications should have clear differences. Separate funding streams – administratively needs clarity. Projects were under funded/over funded (Schultz). There was some concern that statistics not guide the project.
- New money has impact on how the process will spend the money; LFO ? will tell us what the rules are; points to special transportation (but not the fund); if not STF then we need another grant program.
- Add performance evaluation factor(s)
- If ARRA stimulus had not come along; providers would have spent all of their money. Stimulus funding made the discretionary program different this time.
- Joni-redistribution of 5310 funds - give priority to areas not eligible for ARRA with unspent 5310 money.
- ARRA provided a big boost but it is not a sustainable source of funding (one-time-only)
- Less likely PTD will be carrying large extra funds
- Stable funding must be found locally to sustain services
- Must think differently about funding –
- Large pots of money or one-time catch up on unallocated or unspent funds create an opportunity but do not sustain ongoing operations
- Continuity of applications from one grant cycle to the next grant cycle would be appreciated
- How about starting with needs assessment>
- Allocation process that set targeted funding levels was good, you could count on it
- Pre-test of the form would be helpful; text is a problem; technology used on the form was the wrong format.
- Keep focus on sustainability
- Education about sustainability
- Not flexible format
- Technical problems with application form
- Roles & responsibilities – state’s role, etc. – it worked fine
- Survey question about grant application form.
- Inform people about meetings

Chair Parker asked for volunteers to form a work group to improve the Discretionary Grant program. Volunteers were: Mary Jo Carpenter, Janice Ellis (nominated by Lorna Adkins, SAMTD), Mark Volmert, OCWCOG, Sharon Fipps, Benton County, and Peter Shultz, Yamhill County.

Goals, topics, for PTAC:

- Connect Oregon III
- Reporting back on projects – getting feedback and reports on project status
- What Mobility management projects are going on in the state
- Coordination – goals/evaluation (approach through riders experience). Do projects get funded if there is no coordination?
- Coordination is different levels. If you require; how do you evaluate? Streamlining? Federal requirements & their language.
- Distribution of STP transfer funds – percentages to where, how much?
- Five agencies in an area but they do not talk or coordinate.

**3:00 pm      BREAK**

ITEM G

**3:15 pm      State Management Plan Update**

The State Management Plan (SMP) is a requirement of the Federal Transit Administration (FTA). The document describes the policies and procedures for administering the public transit programs (5310, 5311, 5316 and 5317). The updated document reflects any recent changes of federal laws, regulations, or requirements. Due to the recent adoption of civil rights policies by ODOT the SMP has been updated to reflect this policy change. The Rural Technical Assistance Program (RTAP) has been redefined to Technical Assistance Program (TAP) to reflect the changes in the coordination of state and federal funding in technical assistance and training. Changes to match requirements have been updated in the SMP and the document has been reordered to make it more user-friendly. Clarification of compliance requirements and reporting requirements for sub-recipients were included. The document is maintained and available on the PTD website.

**3:45 pm      WRAP UP AND ADJOURN**

Discussion about moving the next PTAC Meeting to the Oregon Public Transit Conference (OPTC) in Seaside was held but Committee decided to meet again on September 14, in Salem.

Chair Parker adjourned the meeting at 3:45 pm.