

TAC Meeting Minutes 06/01/2023

Called meeting to order @ 1:31 pm

Present at meeting- Annie Holsworth, Marilyn Smith, Ted Frazier, Ken Bronson, Kindra Oliver, Dawn Mitchell, JoAnn McQueary, Reagan Maudlin, Nick Meltzer, Arla Miller

*Introductions: Annie, User/Disabled, Marilyn, Albany City Council; Ken, retired; Kindra, Director of Lebanon Sr. Center/ LINX; Ted, City of Albany Senior and Disabled; Dawn, Linn Shuttle, Sweet Home Transportation, Senior Center; JoAnn McQueary, East Linn County; Reagan, Linn County Special/Rural Transportation Coordinator; Nick Meltzer, Oregon Cascades West Council of Governments (OCWCOG); Arla Miller, Oregon Department Of Transportation Regional Transit Coordinator

*Adopt meeting minutes – Ted moves the 05/16/23 minutes be approved as amended, Marilyn seconds, motion passes unanimously

*Public commenters- None

*Linn County Coordinated Plan (LCCP):

Reagan gives an update on progress; OCWCOG connected Reagan with Tracy McMillan at Nelson/Nygaard (NN). After a meeting, Tracy said she would be willing to provide a quote to contract with Linn County (LC) regarding the additional edits to the LCCP. The primary objective is to pursue completion of the document through Linn County Board of Commissioner (BOC) Approval.

Ken asks if there is going to be a review of the original contracts between OCWCOG/NN/LC for the LCCP project. Reagan shared that a continuing investigation of resources and responsibility is in progress. Conversations are being had with OCWCOG and Linn County management to problem solve.

Reagan reminds the TAC that the edits provided are all inclusive and further edits will not be considered as part of a contract with NN. The expectation is that the TAC will review the completed document to confirm the already prepared items are reflected and recommend the document for BOC approval.

Ken asks Arla if the LCCP needs to be completed and BOC approved by 06/30/2023, to which Arla responds that it is not required to meet a 06/30/2023 deadline.

Reagan is to coordinate the revision effort and keep the TAC informed via email.

*STIF Match Review and Recommendations

Reagan introduces a matrix tool that provides information on the Linn County Discretionary/5311 projects that are requesting funds from the match available in the Linn County 23-25 STIF Plan. The requests for match funds total \$577,520; the match resource in the STIF plan is \$400,000.

Project	Description	Match Need
OCWCOG	Mobility Hub	\$299,990 (Split with equal request to Benton County)
Albany	LB Loop Bus	\$90,000 (Split with equal request to Benton County)
Albany	Paratransit Vehicle	\$15,800
Linn County	SCOSHI Vehicle	\$35,000
Lebanon	Secure Parking	\$106,730
Lebanon	Scheduling Software	\$30,000

Discussion ensued around priorities of supporting existing services and the recommendations made to ODOT regarding the STIF D projects during the ODOT review. The TAC had recommended that ODOT not fund the OCWCOG Mobility Hub due to limited resources and a priority to meet the needs of existing services. At the time of the review, it was known that Linn County did not have enough match resources in the 23-25 STIF plan to fully fund all of the match need for the proposed STIF Discretionary projects in Linn County, should they be selected by ODOT for funding. More Discretionary projects from Linn County were approved than anticipated.

Questions were asked of the project holders regarding other potential match resources. Some discussion was held with the outcome remaining fewer resources are known available than would meet the need for everyone at the table.

Kindra asked if accessing the \$600,000 in the reserve task that is designated for use in 25-27 might be possible. Reagan replied that the language in the STIF Plan does designate it for use in 25-27, however it may be possible to petition ODOT regarding that option and see if the language would permit use during 23-25. Discussion on this resulted in a general consensus that the \$600,000 reserve for 25-27 is a very small buffer. There were points made about the match request being single use funds which would be an appropriate use of reserve and there were strong protests for accessing it for use during 23-25.

Ted motions to fund all project match requests at 100% of need except the OCWCOG Mobility Hub totaling \$277,530 of the available designated match resource in the 23-25 STIF Plan and awarding OCWCOG the remaining \$122,470; if other projects do not use the entirety of their estimated match need, the remaining funds can be moved to further support the OCWCOG Mobility Hub. Marilyn Seconds.

All TAC members vote in favor with individuals **recusing themselves of vote on projects that they represent (highlighted in the introductions section)**. Motion Passes.

Recommendations for Match awards in the 23-25 STIF Plan:

Project	Description	Amount
OCWCOG	Mobility Hub	\$122,470
Albany	LB Loop Bus	\$90,00
Albany	Paratransit Vehicle	\$15,800
Linn County	SCOSHI Vehicle	\$35,000
Lebanon	Secure Parking	\$106,730

Lebanon	Scheduling Software	\$30,000
Total:		\$400,000

*Other Business- Dawn provides clarity that the next meeting regarding the LCCP will be a formality to recommend the document for approval to the BOC. Next meeting TBA.

Meeting adjourned at 2:17 pm.

Minutes prepared by: Reagan Maudlin, LC Special/Rural Transp. Coordinator

Approved: 07/13/2023