



BENTON COUNTY
SPECIAL TRANSPORTATION ADVISORY COMMITTEE

AGENDA

Tuesday, October 24, 2017, 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 September 26, 2017 Meeting Minutes (2 Minutes)
 3. Old Business: (10 Minutes) (Lee)
 - a) Action Item: Title VI Plan Update Revisions (from September Meeting)
 - ✓ Veterans outreach included
 - ✓ Equity statement added
 - b) Samaritan Contract status (informational)
 4. New Business: (60 Minutes)
 - a) Linn-Benton Loop Draft Service Development Plan (Lee - informational)
 - b) Northwest Connector Management Plan (Walkthrough By Lee – for action in November)
 - c) ODOT Advance Grants Notice 2018 (Lee)
 5. Upcoming STAC Business Items: (2 Minutes) (Lee)
 - a) For November:
 - ✓ Approve NW Connector Management Plan
 - ✓ Draft Reasonable Access Policy
 - ✓ STAC 2018 Meeting Schedule
 - b) No December meeting
 6. Informational: (5 Minutes)
 - a) Dial a Bus Vehicle Insurance Update (Lee)
 7. Roundtable (5 Minutes)
- Conclusion

NEXT MEETING: Tuesday, October 24, 2017, 1:30 – 3:00 pm

Benton County STAC Committee Members:

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

Benton County
Special Transportation Advisory Committee (STAC)
Meeting Schedule
For January to December 2017

Tuesday, January 3, 2017 (Special Budget Meeting)
1:30 – 3:00 pm

Tuesday, January 24, 2017 (Regular Meeting – Special Budget)
1:30 – 3:00 pm

Tuesday, February 28, 2017 (Cancelled)

Tuesday, March 28, 2017 (Coordinated Plan Workshop)
1:30 – 3:30 pm

Tuesday, April 25, 2017 (Coordinated Plan Community Open House)
12:30 – 2:30 pm

Tuesday, May 23, 2017
1:30 – 3:00 pm

Tuesday, June 27, 2017
1:30 – 3:00 pm

Tuesday, July 25, 2017
1:30 – 3:00 pm

August 22, 2017 Meeting (Cancelled)

Tuesday, September 26, 2017
1:30 – 3:00 pm

Tuesday, October 24, 2017
1:30 – 3:00 pm

Tuesday, November 28, 2017
1:30 – 3:00 pm

December 26, 2017 (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
<mailto:cathy.williams@corvallisoregon.gov> 541-766-6729 ext. 5012



**BENTON COUNTY
SPECIAL TRANSPORTATION ADVISORY COMMITTEE
MEETING MINUTES
July 25, 2017**

Present

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

STF and City/County Staff

Lee Lazaro, STF Coordinator
Cathy Williams, STF Assistant (Recorder)
Debie Wyne (Benton County Public Works)

Visitors/Presenters

(None)

Absent

Tera Stegner
Steve Harder
Lisa Scherf (City of Corvallis)

1. Introductions

Chair Mary Marsh-King called the meeting to order at 1:36 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 July 25th, 2017 minutes. Mary asked for clarification on how HB2017 Transportation Bill would include bicycles, whether purchase and/or registration of bicycles. Lee will provide more information to the Committee once he confirms details. Steve Black moved to accept the minutes and Tom Wogaman seconded the motion. The minutes were approved unanimously as submitted.

Ed. Note: Mr. Lazaro subsequently researched and updated the Committee by email regarding the bicycle and pedestrian fees and funding under HB2017. There are three sources of funding for bicycle and pedestrian infrastructure in the transportation bill.

- Safe Routes to School Program – funded at \$10M per year, growing to \$15M per year, focused around bike lanes and pathways to neighborhood K-12 schools.
- Highway-related bike paths and sidewalks – 1% of the State Highway Fund is set aside for these improvements in the highway right-of-way.
- New bicycle tax – see below. Will generate \$1.2M annually into the ConnectOregon fund that will be earmarked for bicycle/pedestrian projects

3. Introduction of Rocio Munoz

a) **Rocio Munoz is the Health Representative to STAC** – Rocio introduced herself and stated that she represents Benton County Health Department, Health and Communities Division. She works specifically, within that Division, in Latino outreach and in engagement of emerging community leaders. She also works on identifying opportunities for policy and

persistent change, looking at how to create healthier and safer environments, specifically for those who have been underserved or under-represented. Ms. Marsh-King stated that the Committee will be working to amend the bylaws to include the recommendation from the Board of Commissioners to add a Health Representative to the Committee.

4. Old Business

a) **Coordinated Plan Status** – Lee Lazaro informed the Committee that the Board of Commissioners adopted the Coordinated Plan in August 2017. The only remaining part is the Regional Chapter to be adopted, which has a similar section in all three plans of Linn, Lincoln, and Benton Counties. The Regional Section Meeting had been scheduled for this month, but has been moved to November 8th, 2017, due to schedule conflicts. That meeting will now be held at the ODOT Region 2 offices in Salem.

b) **Approval of Amended Bylaws** – Mr. Lazaro noted that Committee members should have received a copy of the amended bylaws to review prior to this meeting (changes were highlighted in yellow). Motion to forward the amended bylaws to the Board of Commissioners for approval was made by Drew Foster and seconded by Steven Black. The motion was approved unanimously.

5. New Business

a) **Samaritan Senior Companion Program** – Mr. Lazaro provided a report regarding difficulties experienced over the past several months with the Samaritan Senior Companion Program. Their quarterly reports were tardy, and our last quarterly report to ODOT had to be estimated since we did not receive a report from them at all, despite many attempts to contact them. Therefore, they were not paid since their report also serves as our invoice to pay them. Linn County also contributes STF monies to this program. Subsequently, both Benton and Linn County received written notice that the Senior Companion grant program funding is drawing to a close, and the program at Samaritan will end in November. Suzette Boydston will be retiring and her two half-time positions are being eliminated in the Samaritan budget. At this time, there is no other organization that will be picking up the program. Concern was raised regarding possible wages due to seniors, so the contract will be reviewed to see what our role is in reserving or returning funds. Debie Wyne and Lee Lazaro recommend to rescind their 2017-19 agreement, and put the remaining funds in reserves. The motion was made by Dave Zaback, seconded by Steven Black, and received unanimous approval.

b) **Approval of Title VI Update** – A review of changes and updates to the existing Title VI program for Benton County Transportation was provided to the Committee. Lee to add Veterans portion to the Public Outreach Section. Rocio Munoz requested to include an equity portion into the introduction paragraph. Lee will also seek Rocio's input for more ideas regarding Spanish translations. Mr. Lazaro will bring an edited final version to the next meeting, which will be submitted to the Board of Commissioners on November 8th, 2017.

c) **Update on HB2017 Transportation Bill** – Lee provided a handout reflecting the updates on the "City-County Statewide Transportation Improvement Fund (HB2017) or STIF. This

plan creates the statewide transportation improvement fund in the State Treasury, which is a separate fund from the General Fund. It is continuously appropriated to finance all forms of investments in public transportation, only excluding lightrail (Portland's MAX system). STIF is funded from an employee payroll tax, which is currently set at 1/10th of 1% but could be increased by the Legislature in the future.

The Legislative Revenue Office has projected that this will generate approximately \$107 million per year statewide. The STIF could also include any other monies that were appropriated by the Legislature to put in the fund, or other deposits made from other sources. The fund will be set up by the Oregon Department of Revenue, then allocated by a formula to transit districts, transportation districts, counties, and Indian Tribes. Allocations are based on employers payroll tax, so Linn and Benton County are almost equal in what they will receive.

d) **Update on Linn-Benton Loop TAC/Board Business** – Lee reported that this has grown to the point of needing review of areas for improvement and making suggestions for better service. The Technical Advisory Committee is working on the Scope of Work for a service demand study to review current Loop routes and schedules.

e) **FTP Site Link to Access Large Files Electronically** – Tim Bates informed the group that the file transfer protocol (FTP) link will be available to access large files electronically. If Committee members are interested in using the FTP link, please contact Tim directly.

6. Upcoming STAC Business Items

a) **For October Meeting** – Northwest Connector Management Plan & MOU; Dial-A-Bus Vehicle Insurance changes

b) **For November Meeting** – Draft Reasonable Access Policy; STAC 2018 Meeting Schedule

7. Informational

Amtrak Connector Update – Roberto Ponce informed the Committee that the Amtrak Connector service is going extremely well. There were over 200 riders in the first month and has had steady ridership. Mr. Ponce feels like it will be successful and will hopefully earn our next funding grant.

8. **Roundtable:** (None)

9. **Conclusion:** Steven Black made a motion to adjourn and Tom Wogamon seconded the motion. The meeting adjourned at 3:07 PM.

NEXT MEETING: Tuesday, October 24, 2017, from 1:30 PM to 3:00 PM.