BASIN TRANSIT SERVICE TRANSPORTATION DISTRICT
BOARD OF DIRECTOR'S MEETING
Wednesday, April 24, 2019

The special meeting of the Basin Transit Service Board of Directors was held at 1130 Adams Street, Klamath Falls, after having made public notice in accordance with ORS 192.620.

MEMBERS PRESENT:
Rolland Bailey
Sandra Fox
Todd Kelstrom
Erik Nobel

STAFF PRESENT:
Michael Stinson General Manager
Candice Shepherd Recording Secretary
Nathan Ratliff Legal Counsel

A. Roll call/announcement of quorum at 4:18 p.m.
B. Pledge of Allegiance
C. Introduction of Guest
   Guests Present: No guests
D. Public Comment
   No members of the public present

E. General Manager's Report

Budget
With 75 percent of the fiscal year complete our budget is generally on track. We are at 62.80% of anticipate revenues and 69.1% of expenses. I am currently anticipating coming in under budget for Material and Services and Personal Services. I anticipate being under for Capital Expenditures at this time. We may have to replace the copier before the end of the fiscal year as we been told they don't make the parts any more for our 15 year old copier.

Personnel
We are currently have completed hiring all our Part Time Relief drivers to fill our vacant positions. We are continuing drivers training until mid-May. We had a failed recruitment for our Maintenance worker /Bus Washer position and we have advertise the position.
Facilities
We have a large number of potholes in and around Altamont Station. ODOT has been providing patching material to us to repair the pavement.

Maintenance
We had mostly minor issues with buses during March with a bus down for a day or two here and there during the month. Most activities during the month were directed towards preventive maintenance.

Administration

Budget for FY2019/2020
We will start development of the Budget of FY 19/20 after May 1st. We are anticipating request for new conference room furniture so we can use the conference room as a training room. Conference room chairs and table are wore out. We anticipate request for new office furniture to meet ergonomic safety needs for employees. Continuing upgrading shop equipment. Purchasing or leasing a new copier and doing centralize printing eliminating seven individual printers.

Grants
STIF is the main grant document we are working on this month. TGM grants are now open we will be considering making application.

HR
We are on hold for rewriting Chapter 8 of Personal Policies and Procedures manual until we complete our STIF grants and labor negotiations.

Purchasing
We did no major purchases during the last month.

Operations

Route Map and Schedule Survey
We are on hold for completing the work on a new schedule for Routes 4 and 6 and the closure of the Eberlein North Stop closure. Resource have been focus on winter, training and personnel issues.

Crashes and Incidents
No major crashes in the last month

Disturbance
No major disturbance on the buses this month.

Election of Board of Directors
No updates from last month.

Conference and Training
We had no training or conference this month.
F. Consent Agenda
   All item(s) listed below are considered to be routine by the Board of Directors and will be enacted by one motion. Approval – Board of Directors Meeting Minutes for March 27, 2019. Approval – Budget Statement for March 2019, pending final audit of financial records and statements.

MOTION: Mr. Nobel moved, seconded by Mr. Bailey to approve the minutes of the March 27, 2019 Board meeting, as presented and approve the Budget Statement for March 2019, pending final audit review. Nay: None. Yea: Mr. Kellstrom, Ms. Fox, Mr. Nobel and Mr. Bailey. Passed unanimously.

G. Old Business
   None

H. Action Items

   (1) Request approval of the amended STIF Advisory Committee Bylaws.

   Mr. Stinson pointed out a few corrections and wording that had been changed. Discussion followed.

MOTION: Ms. Fox moved, seconded by Mr. Nobel to approve the amended STIF Advisory Committee Bylaws. Nay: None. Yea: Ms. Fox, Mr. Bailey, Mr. Nobel and Mr. Kellstrom. Passed unanimously.

   (2) Presentation of District STIF Plan as recommended by the Basin Transit Service Transportation District STIF Advisory Committee.

   Mr. Stinson presented the STIF Plan line by line, as recommended by the STIF Advisory Committee. Mr. Stinson then explained that staff had discovered a budget error in the In-District STIF Plan of approximately $150,000. Mr. Stinson then handed out a revised In-District STIF Plan to reconcile the error. The revised In-District plan moved two projects from the 130% list, thereby eliminating the 130% reserve fund project.

   (3) Public Comment: Members of the Public are invited to comment on the District STIF Plan as recommended by BTSTD STIF Advisory Committee.

   No members of the public present.

   (4) Request adoption of Resolution 2019-08 “In the matter of Adopting the 2019-2021 STIF Plan and Authorizing submittal of the STIF Application.”

   Mr. Stinson handed out the amended version of Resolution 2019-08. Typos and an error in punctuation were pointed out, they will be corrected. Discussion followed.

MOTION: Ms. Fox moved, seconded by Mr. Bailey to approve the amended version of Resolution 2019-08, pending grammatical corrections. Nay: None. Yea: Mr. Nobel, Mr. Kellstrom, Mr. Bailey and Ms. Fox. Passed unanimously.
(5) Executive Session to consult with Labor Negotiator: ORS 192.660(1)(d) to conduct deliberations with persons designated by the Board to carry on labor negotiations.

Executive Session was called to order at 5:01 p.m. Regular session returned at 5:39 p.m.

I. New Business – No new business.

J. Adjournment

Having no further business, Mr. Kellstrom adjourned the meeting at 5:39 p.m.

Candice Shepherd, Recording Secretary
# BASIN TRANSIT SERVICE TRANSPORTATION DISTRICT
## BOARD OF DIRECTOR'S MEETING

Wednesday, April 24, 2019
4:15 PM
District Conference Room - 1130 Adams Street, Klamath Falls

<table>
<thead>
<tr>
<th>ORDER</th>
<th>AGENDA</th>
<th>TYPE</th>
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<tbody>
<tr>
<td>A.</td>
<td>CALL TO ORDER - Chairperson&lt;br&gt;Roll Call/Announcement of Quorum</td>
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<td>B.</td>
<td>PLEDGE OF ALLEGIANCE</td>
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<td>C.</td>
<td>INTRODUCTION OF GUESTS</td>
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<tr>
<td>D.</td>
<td>PUBLIC COMMENT: Members of the Public are invited to address the Board on items not listed on the agenda that are within the scope and jurisdiction of the District. Comments are limited to three minutes per person.</td>
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<tr>
<td>E.</td>
<td>GENERAL MANAGER'S REPORT</td>
<td>Information</td>
</tr>
<tr>
<td>F.</td>
<td>CONSENT AGENDA&lt;br&gt;All Item(s) listed below are considered to be routine by the Board and will be enacted by one motion.&lt;br&gt;Approval - Board of Directors Meeting Minutes for March 27, 2019&lt;br&gt;Approval - Budget Statement for March 2019. Pending final audit of financial records and statements.</td>
<td>Action</td>
</tr>
<tr>
<td>G.</td>
<td>OLD BUSINESS</td>
<td>None</td>
</tr>
<tr>
<td>H.</td>
<td>ACTION ITEMS</td>
<td></td>
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<tr>
<td>(1.)</td>
<td>Request approval of the amended STIF Advisory Committee Bylaws.</td>
<td>Action</td>
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<tr>
<td>(2.)</td>
<td>Presentation of District STIF Plan as recommended by the Basin Transit Service Transportation District STIF Advisory Committee.</td>
<td>Information &amp; Discussion</td>
</tr>
<tr>
<td>(3.)</td>
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<td>Information</td>
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<tr>
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<td>Action</td>
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<tr>
<td>(5.)</td>
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<td>Information &amp; Discussion</td>
</tr>
<tr>
<td>I.</td>
<td>NEW BUSINESS - Discussion Only Items</td>
<td></td>
</tr>
<tr>
<td>J.</td>
<td>ADJOURNMENT</td>
<td></td>
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</tbody>
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This meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Basin Transit Service at 541-833-2877.

*Next Meeting May 22, 2019*
General Manager’s Report
Board of Director’s Meeting
April 19, 2019

Budget
With 75 percent of the fiscal year complete our budget is generally on track. We are at 62.80% of anticipate revenues and 69.1% of expenses. I am currently anticipating coming in under budget for Material and Services and Personal Services. I anticipate being under for Capital Expenditures at this time. We may have to replace the copier before the end of the fiscal year as we been told they don’t make the parts any more for our 15 year old copier.

Personnel
We are currently have completed hiring all our Part Time Relief drivers to fill our vacant positions. We are continuing drivers training until mid-May. We had a failed recruitment for our Maintenance worker/Bus Washer position and we have advertise the position.

Facilities
We have a large number of potholes in and around Altamont Station. ODOT has been providing patching material to us to repair the pavement.

Maintenance
We had mostly minor issues with buses during March with a bus down for a day or two here and there during the month. Most activities during the month were directed towards preventive maintenance.

Administration

Budget for FY2019/2020
We will start development of the Budget of FY 19/20 after May 1st. We are anticipating request for new conference room furniture so we can use the conference room as a training room. Conference room chairs and table are wore out. We anticipate request for new office furniture to meet ergonometric safety needs for employees. Continuing upgrading shop equipment. Purchasing or leasing a new copier and doing centralize printing eliminating seven individual printers.

Grants
STIF is the main grant document we are working on this month. TGM grants are now open we will be considering making application.

HR
We are on hold for rewriting Chapter 8 of Personal Policies and Procedures manual until we complete our STIF grants and labor negotiations.

Purchasing
We did no major purchases during the last month.
Operations

Route Map and Schedule Survey
We are on hold for completing the work on a new schedule for Routes 4 and 6 and the closure of the Eberline North Stop closure. Resource have been focus on winter, training and personnel issues.

Crashes and Incidents
No major crashes in the last month

Disturbance
No major disturbance on the buses this month.

Election of Board of Directors
No updates from last month.

Conference and Training
We had no training or conference this month.
The special meeting of the Basin Transit Service Board of Directors was held at 1130 Adams Street, Klamath Falls, after having made public notice in accordance with ORS 192.620.

MEMBERS PRESENT:
Craig Fleck
Rolland Bailey
Sandra Fox
Todd Kellstrom
Marc Kane

STAFF PRESENT:
Michael Stinson General Manager
Paula Quinn Assistant Manager
Candice Shepherd Administrative Secretary
Nathan Ratliff Legal Counsel (via telephone)

A. Roll call/announcement of quorum at 4:16 p.m.
B. Pledge of Allegiance
C. Introduction of Guest
   Guests Present: No guests
D. Public Comment
   No members of the public present

E. General Manager’s Report

Budget

With 67 percent of the fiscal year complete our budget is generally on track. We are at 61.26% of anticipate revenues and 62.46% of expenses. I am currently anticipating coming in under budget for Material and Services and continue to believe it will be close on Personal Services but anticipate being under and Capital Expenditures should come in under with no unexpected cost anticipate.

SDAO is anticipating an 8 percent increase in fiscal year 2019/2020. This fiscal year we had a 5 percent decrease from fiscal year 2017/2018.
Personnel
We hired one Part Time Relief driver in February. We are still recruiting for additional Part Time Relief drivers to fill all positions. The drivers hired last month are now training. We held the first round of interviews for our Maintenance worker/Bus Washer position in March.

I have information now back from our Insurance provider about possible insurance scenarios for us to consider in labor negotiations.

Facilities
During the last month we had some additional outdoor lights replaced around the building with LED lighting.

Maintenance
We had most minor issues with buses during February with a bus down for day or two here and there during the month. Most activities during the month were directed towards preventive maintenance. We continued to use tire chains on fix route buses and dial-a-rides during the winter storm events. We are investigating the use and cost of stud less snow tires for the dial-a-rides for next winter. Use of tire chains has not reduce the need for us to sand hills, turns and shade areas for our bus. We need a better vehicle with a larger sander for delivery of sand.

Mechanics have generally completed the stocking of our parts room and its reorganization. There is more work to be done but for now this is a good start.

Administration

Meeting with Klamath and Lake County Providers
We meet with ODOT, Klamath Tribes, REACH and Lake County to discuss transit issues between the transit providers. We are looking how we can work together and improve the overall transit system.

STIF
STIF Discretionary and Inter-Community grant will be reviewed at this board meeting. The STIF Advisory Committee will review in April and make recommendations to the board for the April meeting. The STIF Advisory committee will meet twice in April to review the STIF project plans for In-District and Out-of-District the draft plan will be review at this board meeting.

Grants
All STF, 5310 and 5311 grants have been submitted. We will be looking at some planning grants for the next fiscal after completion of the STIF applications and the completion of the next fiscal year budget.

HR
We are on hold for rewriting Chapter 8 of Personal Policies and Procedures manual until we complete our STIF grants and labor negotiations.

Purchasing
We did no major purchases during the last month.

Operations

Route Map and Schedule Survey
We are on hold for completing the work on a new schedule for Routes 4 and 6 and the closure of the Eberlein North Stop. Resources have been focused on winter, training and personnel issues.

**New Bus Stops**
We open a new bus stop on Agate Street at the Dollar General out in Stewart/Lenox last week.

**Crashes and Incidents**
No major crashes in the last month

**Disturbance**
No major disturbance on the buses this month.

**Election of Board of Directors**
To my knowledge at the time of this writing Rolland Bailey, Marc Kane, and Erik Nobel filed for the May election by May 20th.

**Conference and Training**
We had our drivers Customer Service training delivered by Ride Connections on March 8th and 9th. Most of our drivers were in attendance to the class. Comments from our drivers was overall good. We invited other providers to take advantage of the training Klamath Tribes participate with our drivers. We will offer the class again later this fall for our new drivers and the drivers that missed the training and other providers. We have schedule PASS training for all drivers in August and again Ride Connections will provide the trainer. ODOT pays for the trainers travel time, vehicle, rooms and meals.

**F. Consent Agenda**
All item(s) listed below are considered to be routine by the Board of Directors and will be enacted by one motion. Approval – Board of Directors Meeting Minutes for February 27, 2019. Approval – Budget Statement for February 2019, pending final audit for financial records and statements.

**MOTION:** Mr. Kane moved, seconded by Ms. Fox to approve the minutes of the February 27, 2019 Board meeting, as presented and approve the Budget Statement for February 2019, pending final audit review. Nay: None. Yea: Mr. Kellstrom, Ms. Fox, Mr. Kane, Mr. Fleck and Mr. Bailey. Passed unanimously.

**G. Old Business**
None

**H. Action Items**

1. **Request review of application for vacant Board Member position, consider interview of applicant, appointment or reject applicant to member of the Board of Directors.**

   Discussion followed. The Board of Directors agreed to waive the interview process and appoint Mr. Nobel to the Board of Directors, pending electoral vote.
MOTION: Mr. Kane moved, seconded by Mr. Fleck to approve Mr. Nobel's application to the Board of Director's and waive the interview process. Nay: None. Yea: Ms. Fox, Mr. Bailey, Mr. Fleck, Mr. Kane and Mr. Kellstrom. Passed unanimously.

(2) Review STIF Discretionary Transit Network Grant Applications.

Discussion followed.


Discussion followed.

(4) Executive Session to Consult with Labor Negotiator: ORS 192.660(1)(d) to conduct deliberations with persons designated by the Board to carry on labor negotiations.

Executive Session was called to order at 5:32 p.m. Regular session returned at 6:01 p.m.

I. New Business – The Board of Directors agreed to hold a special meeting on April, 10, 2019 to discuss up-coming labor negotiations.

J. ADJOURN

Having no further business, Mr. Kellstrom adjourned the meeting at 6:05 p.m.

Candice Shepherd, Recording Secretary
BASIN TRANSIT SERVICE TRANSPORTATION DISTRICT
STIF ADVISORY COMMITTEE BYLAWS

ARTICLE 1
Name

The name of this organization shall be the Basin Transit Service Transportation District State Transportation Improvement Fund Advisory Committee.

ARTICLE 2
Citations

This Committee and these Bylaws are established for the purpose of carrying out the statutory requirements as established under ORS 184.758(1) (b) and ORS 184.761, and the rules establishing the procedures and requirements for administration of the Statewide Transportation Improvement Fund, as set forth under OAR Chapter 732, Division 040.

ARTICLE 3
Definitions

The following definitions shall apply to the terms used in these Bylaws:

"Areas of High Percentage of Low-Income Households" shall mean geographic areas within the District and areas outside the District in the County which are determined to have a high percentage of low-income households. Pursuant to OAR 732-040-0035(2) (a), it shall be the responsibility of the Advisory Committee to gather data and to seek public input, and to make a determination as to the areas of within the District and outside the District in the County in which there exist high percentages of low-income households, and to publish said determination in its Committee minutes and printed public materials.

"Bicycle and Pedestrian Advocates" shall be individuals representing either organizations or standing committees associated with local governments within the District and outside the District within the County which advocate for and promote bicycle and pedestrian-related issues, goals, projects, or interests, or which exist to advise local government elected officials on matters related to bicycle and/or pedestrian traffic safety and enforcement, pathways and travel lanes, project planning and development, and promote public events.

"Board of Directors" shall mean the Basin Transit Service Transportation District Board of Directors.

"Committee" or "The Committee" shall mean the Basin Transit Service Transportation District State Transportation Improvement Fund Advisory Committee. Outside of these Bylaws, this Committee may commonly be referred to as "the STIF Committee".

"County" shall mean the boundaries of Klamath County

"District" shall mean within the boundaries of Basin Transit Service Transportation District.

"Employer Representative" shall mean any employee, supervisor, manager, or owner of a
business enterprise legally operating within the boundaries of the District and County.

"Environmental Advocates" shall be individuals representing either organizations or standing committees associated with local governments within the District or within the County which advocate for any of a wide range of environmental issues, goals, projects, or interests, or which exist to advise local government elected officials on matters related to the environment or to environmental features of public property.

"Local Government Representative" shall mean an employee of a County, municipal, or special district governmental organization formed and organized under the Oregon Revised Statutes and operating within the jurisdictional boundaries of the County.

"Low Income Individuals" or "person with low income" shall mean individuals with an income at or below 200% of the current Federal Poverty Level, also known as the Federal Poverty Guideline, or within a family with a family income at or below 200% of the current Federal Poverty Level. https://www.healthcare.gov/glossary/federal-poverty-level-FPL/ and here: https://aspe.hhs.gov/poverty-guidelines

"Low Income Households" shall mean households within a Census Tract of the District or within geographic area of Klamath County were the low income households are higher than the State of Oregon percentage of low-income households in the same year with a total household income at or below 200% of the Federal Poverty Level for the entire family including children and dependents.

"Major Destination" shall mean a well-known and commonly recognized destination within the District or within the County, which may either be at one physical location or a group of destination locations within an industry A "Representative of Major Destinations" may be an employee, manager or owner of a destination or representing a destination industry group, or a member of an organization which promotes tourism within the District or County generally.

"Non-Profit Public Transportation Service Provider Representative" shall mean a representative of a non-profit transportation service engaged in providing public transportation services within the District or within the County, regardless of whether or not this entity receives public transportation funding.

"Person(s) with Disabilities" shall mean individuals with disabilities which limit or constrain any aspect of their daily life, and may include, but is not necessarily limited to, physical, intellectual, cognitive, developmental, and/or emotional disabilities.

"Persons with Limited English Proficiency" shall be persons, who do not speak English as their original language and who may have limited proficiency in either speaking or understanding written or spoken English, or both.

"Public Transportation Service Provider Representative" shall mean a representative of a publically managed transportation service engaged in providing public transportation services within the County.

A "Representative of Educational Institutions" shall mean a person who is employed by or on the Board of Directors of a K-12 public school; chartered or state-licensed private K-12 school, community college, university, private college, or trade school operating within the jurisdictional boundaries of the District or within the County.
"Representative of Low Income Individuals" shall be a person representing the needs of low income transportation system users, and who is familiar through association with groups or individuals with special transportation needs of low income users.

"Representative of Persons with Disabilities" shall be someone representing the needs of disabled transportation system users, and who, through association with groups or individuals, or facilities serving persons with disabilities, is familiar with the special transportation needs of disabled users.

A "Representative of Persons with Limited English Proficiency" shall be someone representing the needs of transportation system users with limited English proficiency, and who is familiar through association with neighborhood groups, local school groups, social service or non-profit agencies, with the transportation needs of limited English proficiency users.

"Senior" or "elderly" shall mean persons sixty (60) years of age or older. A "Senior Representative" shall be someone, who may also be a senior, representing the needs of elderly transportation system users, and who is familiar through association with groups or individuals, or facilities serving seniors, with the special transportation needs of elderly users.

"Social and Human Service Provider Representative" shall mean a representative of a social services, human services, or health services agency operating within the District or the County. Said agency may be a public agency, a non-profit agency, or a not-for-profit institution such as a health center.

"Social Equity Advocates" shall be individuals representing either organizations or standing committees associated with local governments within the District or within the County which advocate for equity for groups of persons who may be disadvantaged due to but not limited to ethnicity; income or other economic circumstances; limited English proficiency; homelessness; citizenship status; gender identity; sexual orientation; or which exist to advise local government elected officials on matters related to equity.

"Transit Dependent User" shall mean an individual who is dependent on public transportation for mobility due to economic reasons or due to other special transportation needs.

**ARTICLE 4**

**Function**

**Section 1. Purpose:** The Committee shall assist the Board of Directors in tasks and duties supporting local and regional transportation services funded through the State Transportation Improvement Fund (STIF) and allocated to Basin Transit Service Transportation District in and out of the District within Klamath County, for distribution to Public Transportation Service Providers in and adjacent to Klamath County.

**Section 2. Major Tasks:** The Committee shall have four major tasks. These are:

(a) Reviewing and advising staff on the development of the local STIF Plan process and prioritize projects, consistent with the guidelines promulgated by State administering agencies;

(b) Reviewing all projects proposed for inclusion within the STIF Plan, and prioritizing the approved projects, including the funding level for each project to be included within the STIF
Plan;

(c) Developing a process for monitoring and evaluating projects to ensure that Public Transportation Providers that have received funds are applying the funds in accordance with and for the purposes described within their project proposal;

(d) As and if requested, and in the manner directed by the Board of Directors, reviewing and advising staff on the methodology for distribution of STIF Formula Program monies allocated to the District;

Section 3. STIF Plan Duties: The Committee shall perform the tasks consistent with the administrative requirements set forth under OAR Chapter 732, Division 040, as defined by Board of Directors:

(a) Hold public meetings to assist and advise staff with the development of the District’s STIF Plan and out of District STIF Plan, including components of the Plan developed by or for other Public Transportation Service Providers within the District or the County;

(b) Gather data and seek public input regarding low-income households within the District and the County, including those within the corporate limits of municipalities within the County, and make and publish a determination of where those communities exist for purposes of guiding the STIF Plan;

(c) Review every project proposed for inclusion in the District’s STIF Plan and make a determination whether to recommend inclusion or rejection of the project for the STIF Plan;

(d) Advise and assist staff by recommending projects to be included in the STIF Plan; the priority of each project in the Plan; and the level of project funding to be included for each project, consistent with the District allocation process for the distribution of Formula Fund moneys;

(e) Consider the criteria established under OAR Chapter 732, Division 040 when identifying Projects for inclusion in the STIF Plan, including but not limited to: expanded service and frequency in areas with a high percentage of low income households; improved service connections between communities; reduced fragmentation of service and closure of service gaps; maintenance of existing services; and other factors such as geographic equity;

(f) Advise staff regarding the opportunities to coordinate STIF funded projects in the Plan with other local or regional transportation programs and services;

(g) Recommend to the Board of Directors a STIF Plan which includes the prioritization of projects proposed for funding within the Plan;

(h) Develop processes for review and monitoring of ongoing funded projects and local Plans, which may include reporting and site visits to local public transportation providers receiving STIF project funding;

(i) If appropriate, propose changes to policies or practices to ensure that the Public Transportation Service Provider has applied the monies received in accordance with and for the purposes described in the STIF Plan or project proposal, and that the project does not unduly fragment the provision of public transportation services.
ARTICLE 5
Membership

Section 1. Number, Qualifications, and Selection of Members: The Committee shall consist of no less than five (5) appointed directly by the Board of Directors, as follows:

a) To be qualified to serve on the Committee, an individual must:

1. Reside or work in Basin Transit Service Transportation District and at least one member outside the District or represent residents within the County and;
2. Be knowledgeable about the public transportation needs of residents or employees located within or traveling within the District or located within or traveling to and from the County.

b) At least one member from each of the following, who shall be a person:

1. With low-income, or a person from a low-income household, as defined in Article 3, who uses transportation services in the District, or a representative of low-income persons or households who use transportation services in the District or with in the County; and
2. Who is a senior or elderly individual or an individual with a disability, as defined in Article 3, and uses transportation services in the County, or a representative of seniors or people with disabilities who use transportation in the County; and
3. A public transportation service provider representative, as defined in Article 3.

c) At least four (4) or more additional members may be representatives from any of the following groups, as defined in Article 3:

1. local governments, including land use planners
2. non-profit public transportation service providers,
3. neighboring public transportation service providers,
4. employers,
5. social and human service providers,
6. transit dependent users,
7. social equity advocates,
8. environmental advocates,
9. bicycle and pedestrian advocates,
10. people with limited-English proficiency,
11. educational institutions,
12. major destinations

d) The Board of Directors will seek to appoint Committee members who represent the diverse interests, perspectives, geography, and the demographics of the District and the County. Consideration may also be given to individuals within these categories who are users of public transportation services provided within the District and the County.

Section 2. Ex Officio Members: The Committee may additionally consist of any of the following ex officio members, appointed by the Board of Directors as follows:
Any additional representatives which the Board of Directors deems appropriate.

Section 3. Terms of Office: Terms shall be three (3) years. Any member may serve two (2) successive terms if reappointed by the Board of Directors. Terms begin on July 1 and end on June 30. Terms shall be staggered, with either two or three members' terms expiring each year.

Section 4. Member Responsibilities: All Committee members shall regularly attend meetings of the Committee and any meetings of the subcommittees to which they are appointed, and shall fulfill other duties as appointed by the Chairman.

Section 5. Termination of Membership:
The Board of Directors may remove Committee members as follows:

a) Failure to attend three or more consecutive regular Committee meetings. The Board of Directors may declare a member's position vacant when the member has had three (3) unexcused absences in one year or no longer meets the residency requirement;

b) For cause following public hearing, for reasons including, but not limited to commission of a felony, corruption, intentional violation of open meetings law, failure to declare conflict of interest, or incompetence;

Section 6. Vacancies: The Board of Directors shall make appointments to fill vacancies as they occur. Such appointments shall be for the duration of the unexpired term of that position.

ARTICLE 6
Officers

The following officers shall be elected from the Committee membership during the first meeting of each calendar year:

Chair: The Chair shall have the responsibility of conducting all meetings and hearings in an orderly manner. The Chair may not initiate a motion, but may second, and shall vote on each issue after the question is called. However, in the event the Chair's vote shall create a tie, the Chair shall refrain from voting.

Vice Chair: The Vice Chair shall be responsible for conducting the meetings and hearings in the absence of the Chair.

ARTICLE 7
Subcommittees

Section 1. Creation of Subcommittees: The Committee shall have the power to create subcommittees with such responsibilities as the Committee directs.

Section 2. Naming of Subcommittees: The Chair shall appoint and charge each subcommittee with its responsibilities, shall appoint the members of the subcommittee, and shall appoint the chair of the subcommittee in the event the subcommittee consists of more than one person. The subcommittee chair shall be responsible for scheduling meetings, assigning specific tasks within the mandate of the subcommittee, and reporting to the Committee concerning the work of
the subcommittee.

ARTICLE 8
Advisors

The Committee and the subcommittees may call on lay citizens and professionals as advisors without voting rights to provide technical assistance, expert guidance and advice, data support and analysis, provide information for and testify in deliberations, and attend meetings to the extent deemed appropriate and approved by the Committee and the Chair.

Calling of advisors by the Committee will be coordinated by the Chair or subcommittee chairs through the General Manager of Basin Transit Service or staff assigned to the Committee.

ARTICLE 9
Meetings

Section 1. Regular Meetings: Meetings shall be held a minimum of two times per year, as required by statute, but may be held more frequently to carry out the purposes of the Committee. These meetings shall be held in publically accessible facilities, and shall take place during transit operating hours, to facilitate attendance of interested individuals.

Section 2. Special Meetings: Special meetings may be called by the Chair or by the Board of Directors by giving the members and the press written or verbal notice at least 24 hours before the meeting.

Section 3. Quorum: A simple majority of the appointed, and filled, voting membership shall constitute a quorum. All business conducted with a majority vote of the quorum shall stand as the official action of the Committee.

Section 4. Voting: Each Committee member, except ex officio members, shall have one vote. In the event the Chair's vote shall create a tie vote, the Chair shall refrain from voting. A Committee member shall not vote on any funding decision in which they are an applicant for funds.

Section 5. Staff: Administrative staff to the Committee shall be determined by the General Manager. Staff for recording the proceedings of the Committee shall also be provided by the Basin Transit Service.

Section 6. Agenda: The chair, with the assistance of Basin Transit Service staff shall prepare the agenda of items requiring Committee action, and shall add items of business as may be requested by the Chair or individual Committee members and/or the Board of Directors. Agendas of all meetings shall be posted in advance as required under existing Basin Transit Service policies and procedures or public meetings.

Section 7. Notice: All members shall be given written notice of time, date, location, and purpose of the meetings at least three (3) days before a regular Committee meeting, and written or verbal notice one (1) day before a special meeting. In the event a member is provided with less than three (3) days written notice of a regular meeting, or less than one (1) day actual notice of a special meeting, and objects to the proceedings based on a lack of adequate notice,
all business conducted at that meeting shall be reconsidered at the next regular meeting or at a special meeting called with adequate notice.

Section 8. Minutes: Minutes recording all motions and subsequent action including the number of yes or no votes on each issue shall be taken. In addition, all conflicts of interest shall be noted. Minutes of all meetings shall be posted following all meetings as required under existing Basin Transit Service policy and procedures.

ARTICLE 10
Public Records & Meeting Law and Public Engagement

Section 1. Public Records and Meeting Law: The Committee is a public body for the purposes of ORS Chapter 192, and is subject to the statutory procedures related to Oregon public records and meetings. Pursuant to OAR 732-040-035(2)(b), written copies of Committee agendas, minutes, and By-laws shall be made available to the public for a period of no less than six (6) years.

Section 1. Public Engagement: Pursuant to OAR 735-040-0035, the Committee shall strive to seek public engagement in all its deliberative processes, with particular regard to the selection of projects for inclusion and funding in the District STIF Plan. The Committee will work with Basin Transit Service staff resources such as the General Manager or Assistant General Manager to publicize key meetings and hold public forums as needed to ensure maximum public access to information and public participation in priority-setting exercises.

ARTICLE 11
Parliamentary Procedure

The current edition of Robert's Rules of Order shall govern the Committee where not inconsistent with these By-laws or any special rules of order the Committee shall adopt.

ARTICLE 12
Conflict of Interest

A potential or actual conflict of interest shall be declared by any member who has or may have a conflict of interest as defined by Oregon law (ORS 244.020), prior to taking any action on the matter causing the conflict. No member shall vote upon any motion which requires declaration of an actual conflict of interest.

ARTICLE 12
By-Laws and Amendments

Section 1. By-laws: The Committee shall maintain written By-laws pursuant to OARS 732-040-035 that that include, but are not limited to, name and purpose, committee membership criteria, appointment process, terms of office for the committee members, general procedures of the committee, member duties, meeting schedule, public noticing requirements and engagement processes, and the STIF Plan development process and general decision-making criteria.

Section 2. Review of By-laws: The Committee shall periodically review its By-laws and update
them as required, but no less frequently than every three (3) years. Committee By-laws will be reviewed by District Counsel and presented to the Board of Directors for adoption. The Board of Directors may also elect to review Committee By-laws at any time.

Section 3. Amendments: Committee By-laws may be amended by the Board of Directors upon its own motion. Prior to an amendment, the Board of Directors may request a recommendation from the Committee which may recommend changes at any regular meeting of the Committee by a two-thirds vote of the appointed and filled membership, provided that the recommended amendment has been submitted in writing to the Committee members no later than three days before the regular meeting.

Approved by the Basin Transit Service Transportation District Board of Directors the 24th day of April, 2019

Basin Transit Service Transportation District

Board of Directors

______________________________

Todd Kellstrom, Chair
<table>
<thead>
<tr>
<th>District Priority</th>
<th>Project</th>
<th>Project Description</th>
<th>Personnel</th>
<th>Project Cost</th>
<th>FY 2019</th>
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<tbody>
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<td></td>
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<td>Subtotal</td>
<td></td>
<td>$469,680</td>
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<td><strong>Fare Discounts</strong></td>
<td></td>
<td><strong>Project</strong></td>
<td><strong>Description</strong></td>
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<td><strong>FY 2020</strong></td>
<td><strong>FY 2021</strong></td>
</tr>
<tr>
<td>1</td>
<td>Fare Rate Reductions</td>
<td>Reduce regular fares 50% from $1.50 per ride to $0.75 per ride. Reduce discounted fares 25% from $0.75 per ride to $0.50 per ride. Reduce regular fares for students 67% from $1.50 per ride to $0.50 per ride for students grades 6th - 12th grade. Reduce regular fares 100% from $1.50 per ride to $0.00 for Students 1st - 5th grades. Fare reduction will have positive impact on low income individuals, seniors, individuals with disabilities, students 1st through 12 grade.</td>
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<td>$ -</td>
<td>$132,703</td>
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<td><strong>Vehicles</strong></td>
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<td><strong>Project</strong></td>
<td><strong>Description</strong></td>
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<td><strong>FY 2019</strong></td>
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</tr>
<tr>
<td>4</td>
<td>Transit Bus Replacement</td>
<td>Replacement Bus - Purchase refurbished 30-35 passenger bus to replace 19 year old bus. Bus replacement help maintain the bus fleet and improve the safety and reliable of fix route system.</td>
<td>$300,000</td>
<td>$ -</td>
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<td>6</td>
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<td>$70,000</td>
<td>$ -</td>
<td>$70,000</td>
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<td>9</td>
<td>SUV AWD</td>
<td>Replacement vehicle - Replace 2006 Ford Escape AWD. Vehicle provides transportation for drivers for bus change. Also provides Administrative Staff with vehicle for other tasks. Improves reliability of service fleet.</td>
<td>$26,500</td>
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<td>$396,500</td>
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## Basin Transit Service Transportation District

### STIF Program Plan Worksheet

#### 100% List

<table>
<thead>
<tr>
<th>Facilities Improvements</th>
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<tr>
<td><strong>Project</strong></td>
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<tr>
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<td>8</td>
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<tr>
<th>Bus Stop Improvements</th>
</tr>
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<tr>
<td><strong>Project</strong></td>
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<td>11</td>
</tr>
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<tr>
<th>Reserve</th>
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</thead>
<tbody>
<tr>
<td><strong>Project</strong></td>
</tr>
<tr>
<td>Reserve</td>
</tr>
</tbody>
</table>

| Total | $1,507,000 | $ - | $555,293 | $951,707 | $1,507,000 |
| STIF Funds Allocation | $253,000 | $584,000 | $670,000 | $1,507,000 |
| STIF Funds Accumulative Amount | $253,000 | $837,000 | $1,507,000 | $1,507,000 | 100% | 130% |
# Basin Transit Service Transportation District

## STIF Program Plan Worksheet

### 130% List

<table>
<thead>
<tr>
<th>District Priority</th>
<th>Project</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Transit Bus Replacement</td>
<td>Replacement Bus - Purchase refurbished 30:35 passenger bus to replacement 17 year old bus, Bus replacement helps maintain the bus fleet and improve the safety and reliable of fix route system.</td>
<td>$500,000</td>
<td>$</td>
<td>$</td>
<td>$300,000</td>
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<tr>
<td></td>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>$500,000</strong></td>
<td>$</td>
<td>$</td>
<td>$300,000</td>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Bus Stop Sign Replacement</td>
<td>Replace current bus stop signs and add additional extend service area signs with post, sign anchor and signs on all fix routes. Estimate 325 signs. Signs would be designs so that riders can see signs from both directions. Relocate signs to more accessible locations and remove existing signs. Improves passenger ability to locate and use bus stops. Develop plans, specifications, and contract.</td>
<td>$171,250</td>
<td>$30,000</td>
<td>$</td>
<td>$141,250</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>$171,250</strong></td>
<td>$30,000</td>
<td>$</td>
<td>$141,250</td>
</tr>
</tbody>
</table>

|                    | Reserve                      |                                                                                    |              |         |         |         |
|                    |                              | **Total**                                                                           | **$471,250** | $30,000 | $441,250 | $471,250 |

STIF Funds Available $452,100
<table>
<thead>
<tr>
<th>District Priority</th>
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<td></td>
<td></td>
<td></td>
<td>List</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 3                | Transit Drivers | New Expanding One (1) Full Time Transit Driver  
Only sufficient funds for last five months of FY 2021 after bus purchase. | 100%      | $       | $       | $33,108 |
|                  |         |                                                                                                        | SubTotal  | $       | $       | $33,108 |
|                  | Operations |                                                                                                        | List      |         |         |         |
| 4                | Operations | New Expanding Operations: Fuel, Parts &  
Competents, Tires, Part Time Relief Transit Driver, Mechanics, and Maintenance. Only sufficient funds  
for last five months of FY 2021 after bus purchase. | 100%      | $       | $       | $44,892 |
|                  |         |                                                                                                        | SubTotal  | $       | $       | $44,892 |
|                  | Vehicles |                                                                                                        | List      |         |         |         |
| 1                | Purchase Two Transit Buses | New Expanding service purchase two (2)  
22 passenger transit buses with two (2) wheel chair positions or use to match STIF Discretionary Grant  
for same two buses. | 100%      | $       | $       | $250,000 |
|                  |         |                                                                                                        | SubTotal  | $       | $       | $250,000 |
|                  | Signing, Shelters, Benches, Trash Receptacles, Bike Racks & Other Improvements |                                                                 | List      |         |         |         |
| 5                | Bus Stop Signs & Post | New Expanding service 14 Bus Stop Signs and Posts | 100%      | $       | $       | $6,000  |
|                  |         |                                                                                                        | SubTotal  | $       | $       | $6,000  |
|                  | Planning |                                                                                                        | List      |         |         |         |
| 2                | Feasibility Study from Klamath Falls to Redmond, OR - STIF Discretionary Grant Match | Basin Transit Service and Cascade Transit East are trying to determine the feasibility for transit  
between Klamath Falls and Redmond. Project provide necessary information to develop possible transit in Northern Klamath county. | 100%      | $       | $5,000  | $      |
|                  | Reserve | Use for additional Transit Driver and Operation costs if successful with STIF grant for buses.         | 130%      | $       | $       | $101,700 |
|                  |         |                                                                                                        | List      |         |         |         |
|                  | Reserve |                                                                                                        | FY 2019   | $       | $5,000  | $334,000 |
|                  |         |                                                                                                        | FY 2020   | $       | $5,000  | $339,000 |
|                  |         |                                                                                                        | FY 2021   | $       | $5,000  | $339,000 |
|                  | STIF Funds Per FY |                                                                                                        | FY 2019   | $57,000 | $131,000 | $151,000 |
|                  |         |                                                                                                        | FY 2020   | $       | $57,000 | $339,000 |
|                  | STIF Funds Available |                                                                                                        | FY 2021   | $       | $57,000 | $339,000 |
BEFORE THE BOARD OF DIRECTORS
OF
BASIN TRANSIT SERVICE TRANSPORTATION DISTRICT

IN THE MATTER OF ADOPTING THE 2019-2021
STIF PLAN AND AUTHORIZING SUBMITAL OF
THE STIF APPLICATION

RESOLUTION NO. 2019-06

WHEREAS, House Bill 2017, Section 122 of Keep Oregon Moving which established a new
dedicated source of funding for expanding public transportation service in Oregon. This new
funding source, derived from an employee payroll tax, is called the Statewide Transportation
Improvement Fund or STIF to finance investments and improvements in public transportation
services; and

WHEREAS, Rules were established for procedures and requirements to distribute moneys
from the STIF Formula Fund to Qualified Entities under provision of OAR 732-042. Basin Transit
Service Transportation District is the Qualified Entity (QE) for the District and Klamath County; and

WHEREAS, Basin Transit Service Transportation District Board of Directors, as the
governing body, appointed the STIF Advisory Committee to advise and assist the QE in prioritizing
projects in the STIF Plan; and

WHEREAS, the STIF Advisory Committee met to review and ensure the STIF Plan
reflected a coordinated approach to Public Transit Service both In-District and Out-of-District and
consider the public transportation needs of people residing and traveling within the geographic
areas of the District and Klamath County of the Qualified Entity; and

WHEREAS, the STIF Advisory Committee approved the STIF Out of District Plan on April
11, 2019 and the STIF In-District Plan on April 18, 2019 for recommendation to the Board of
Directors as attached to this resolution.

NOW AND THEREFORE, BE IT RESOLVED by the Board of Directors of Basin Transit
Service Transportation District of Klamath County, Oregon, that:

The Board adopts the 2019-2021 STIF Plan for both In-District and Out-of-District projects as
recommend by the STIF Advisory Committee and submit application with all required
documentation, to the Oregon Department of Transportation.

DATED this 24th day of April 2019 by the BOARD OF DIRECTORS, BASIN TRANSIT
SERVICE TRANSPORTATION DISTRICT.

______________________________
TODD KELLSTROM, CHAIRPERSON

______________________________
CANDICE SHEPHERD, RECORDING SECRETARY
## Basin Transit Service Transportation District
### STIF Program Plan Worksheet
#### 100% List

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<td><strong>$469,680</strong></td>
<td><strong>-</strong></td>
<td><strong>$234,840</strong></td>
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### Fare Discounts

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<td>$132,703</td>
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### Vehicles

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<tbody>
<tr>
<td>4</td>
<td>Transit Bus Replacement</td>
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<td>-</td>
<td>$300,000</td>
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<td>Ford 550-044 with Dump Bed, Sander and Snow Plow</td>
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<td>$70,000</td>
<td></td>
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<td>10</td>
<td>SUV AWD</td>
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<td>$26,500</td>
<td></td>
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<td><strong>$396,500</strong></td>
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### Facilities Improvements

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<th>FY 2021</th>
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<tr>
<td>5</td>
<td>Altamont Station Facility Modification</td>
<td>$150,000</td>
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<tr>
<td></td>
<td>Project would enclose Altamont Station passenger waiting area eliminating wind, snow and rain exposure on waiting plat form. Make modification to drivers restroom and break area. Develop Plans, Specifications &amp; Construct.</td>
<td></td>
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<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td>$150,000</td>
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<td>$25,000</td>
<td>$125,000</td>
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### Planning

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<th>FY 2021</th>
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<td>8</td>
<td>Transit System Master Plan</td>
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<td>9</td>
<td>Facilities Improvement Plan</td>
<td>$54,164</td>
<td>$5,000</td>
<td>$49,164</td>
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<td></td>
<td>Develop concept plans for redevelopment of current facilities and development of new facilities for expanded bus services. Consider Fleet and Employee Parking, Maintenance Shop Improvements, Storage, Dispatching and drivers' lounge facilities.</td>
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<td></td>
<td><strong>Subtotal</strong></td>
<td>$79,164</td>
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### Bus Stop Improvements

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<tr>
<td>7</td>
<td>Bus Stop Sign Replacement</td>
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<td>$141,250</td>
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<tr>
<td></td>
<td>Replace current bus stop signs and add additional extend service area signs with post, sign anchor and signs on all fix routes. Estimate 325 signs. Signs would be designs so that riders can see signs from both directions. Relocate signs to more accessible locations and remove existing signs. Improves passenger ability to locate and use bus stops. Develop plans, specifications and contract.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td>$171,250</td>
<td>$30,000</td>
<td>$141,250</td>
<td></td>
</tr>
</tbody>
</table>

### Reserve

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserve</td>
<td>$1,532,000</td>
<td>-</td>
<td>$549,043</td>
<td>$982,957</td>
<td>$1,532,000</td>
</tr>
</tbody>
</table>

### STIF Funds Allocation

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>STIF Funds Allocation</td>
<td>$253,000</td>
<td>$584,000</td>
<td>$670,000</td>
<td>$1,507,000</td>
<td>100%</td>
</tr>
<tr>
<td>STIF Funds Accumulative Amount</td>
<td>$253,000</td>
<td>$837,000</td>
<td>$1,507,000</td>
<td>$452,140.0</td>
<td>100%</td>
</tr>
</tbody>
</table>
### Basin Transit Service Transportation District
### STIF Program Plan Worksheet
### 130% List

<table>
<thead>
<tr>
<th>District Priority</th>
<th>Project</th>
<th>Project Description</th>
<th>Project Cost</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Transit Bus Replacement</td>
<td>Replacement Bus - Purchase refurbished 30-35 passenger bus to replace 17 year old bus. Bus replacement help maintain the bus fleet and improve the safety and reliable of fix route system.</td>
<td>$300,000</td>
<td>$</td>
<td>$</td>
<td>$300,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>$300,000</strong></td>
<td><strong>$</strong></td>
<td><strong>$</strong></td>
<td><strong>$300,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Facilities Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bus Stop Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reserve</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
## Basin Transit Service Transportation District
### STIF Out of District Project Plan
#### 100% - 130% List

<table>
<thead>
<tr>
<th>Project</th>
<th>Project Description</th>
<th>Personnel</th>
<th>List</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transit Drivers</td>
<td>New Expanding One (1) Full Time Transit Driver Only sufficient funds for last five months of FY 2021 after bus purchase.</td>
<td>100%</td>
<td>$</td>
<td>-</td>
<td>$33,108</td>
<td></td>
</tr>
<tr>
<td>Operations</td>
<td></td>
<td>SubTotal</td>
<td></td>
<td>$</td>
<td>-</td>
<td>$33,108</td>
</tr>
<tr>
<td>Operations</td>
<td>New Expanding Operations: Fuel, Parts &amp; Compentents, Tires, Part Time Relief Transit Driver, Mechanics, and Maintenance. Only sufficient funds for last five months of FY 2021 after bus purchase.</td>
<td>100%</td>
<td>$</td>
<td>-</td>
<td>$44,892</td>
<td></td>
</tr>
<tr>
<td>Vechicles</td>
<td></td>
<td>SubTotal</td>
<td></td>
<td>$</td>
<td>-</td>
<td>$44,892</td>
</tr>
<tr>
<td>Purchase Two Transit Buses</td>
<td>New Expanding service purchase two (2) 22 passenger transit buses with two (2) wheel chair positions or use to match STIF Discretionary Grant for same two buses.</td>
<td>100%</td>
<td>$</td>
<td>-</td>
<td>$250,000</td>
<td></td>
</tr>
<tr>
<td>Signing, Shelters, Benches, Trash Recepticals, Bike Racks &amp; Other Improvements</td>
<td></td>
<td>SubTotal</td>
<td></td>
<td>$</td>
<td>-</td>
<td>$250,000</td>
</tr>
<tr>
<td>Bus Stop Signs &amp; Post</td>
<td>New Expanding service 14 Bus Stop Signs and Posts</td>
<td>100%</td>
<td>$</td>
<td>-</td>
<td>$6,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SubTotal</td>
<td></td>
<td>$</td>
<td>-</td>
<td>$6,000</td>
</tr>
<tr>
<td>Planning</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feasibility Study from Klamath Falls to Redmond, OR - STIF Discretionary Grant Match</td>
<td>Basin Transit Service and Cascade Transit East are trying to determine the feasibility for transit between Klamath Falls and Redmond. Project provide necessary information to develop possible transit in Northern Klamath county.</td>
<td>100%</td>
<td>$</td>
<td>-</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>Reserve</td>
<td>Use for additional Transit Driver and Operation costs if successful with STIF grant for buses.</td>
<td>130%</td>
<td>$</td>
<td>-</td>
<td>$101,700</td>
<td></td>
</tr>
<tr>
<td>Total For 100% List</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
<td>-</td>
<td>$334,000</td>
</tr>
<tr>
<td>Total For 130% List</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
<td>-</td>
<td>$339,000</td>
</tr>
<tr>
<td>STIF Funds Per FY</td>
<td></td>
<td></td>
<td></td>
<td>$57,000</td>
<td>$131,000</td>
<td>$151,000</td>
</tr>
<tr>
<td>STIF Funds Available</td>
<td></td>
<td></td>
<td></td>
<td>$57,000</td>
<td>$188,000</td>
<td>$339,000</td>
</tr>
</tbody>
</table>

STIF Project Plan 4/19/2019 10:34 AM
NEWS RELEASE
April 19, 2019

The following notice is provided in accordance with ORS 192.640: The regular meeting of the Basin Transit Service Transportation District Board of Directors will be held on Wednesday, April 24, 2019 at 4:15 PM in the District Conference Room at 1130 Adams Street, Klamath Falls, Oregon.

BASIN TRANSIT SERVICE TRANSPORTATION DISTRICT
BOARD OF DIRECTOR’S MEETING

Wednesday, April 24, 2019
4:15 PM
District Conference Room - 1130 Adams Street, Klamath Falls

ORDER

A. CALL TO ORDER - Chairperson
   Roll Call/Announcement of Quorum

B. PLEDGE OF ALLEGIANCE

C. INTRODUCTION OF GUESTS

D. PUBLIC COMMENT: Members of the Public are invited to address the Board on items not listed on the agenda that are within the scope and jurisdiction of the District. Comments are limited to three minutes per person.

E. GENERAL MANAGER’S REPORT

F. CONSENT AGENDA
   All item(s) listed below are considered to be routine by the Board and will be enacted by one motion.
   Approval - Board of Directors Meeting Minutes for March 27, 2019
   Approval - Budget Statement for March 2019. Pending final audit of financial records and statements.

G. OLD BUSINESS
   None
H. ACTION ITEMS

(1.) Request approval of the amended STIF Advisory Committee Bylaws.  

(2.) Presentation of District STIF Plan as recommended by the Basin Transit Service Transportation District STIF Advisory Committee. 

(3.) Public Comment: Members of the Public are invited to comment on District STIF Plan as recommended by BTSTD STIF Advisory Committee. 

(4.) Request approval of Resolution No. 2019-08 "In the matter of Adopting the 2019-2021 STIF Plan and Authorizing submittal of the STIF Application". 

(5.) Executive Session to Consultation with Labor Negotiator: ORS 192.660(1) (d) to conduct deliberations with persons designated by the board to carry on labor negotiations. 

I. NEW BUSINESS - Discussion Only Items

J. ADJOURNMENT

This meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Basin Transit Service at 541-883-2877.

Next Meeting May 22, 2019
Attached is the news release for Basin Transit Service Board of Directors meeting to be held April 19, 2019 @ 4:15 pm at 1130 Adams Street in Klamath Falls.