



**TO:** YCTA Board of Directors  
Yamhill County Board of Commissioners

**FROM:** Cynthia Thompson, Transit Manager

**Cc:** Ken Huffer, Carolina Rook, Keri Hinton, Sue Halliday

**DATE:**

**Re:** Board Action Items for Yamhill County Transit

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**Yamhill County Transit Action Items for  
Yamhill County Board of Director's and Board of Commissioners**

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**Date:** March 19, 2020

**#2 Project Description: 5339 Grant Application - 2020 Federal Bus and Bus Facilities**

Approve submission of grant application for \$633,387, grant amount \$538,378.95 and match amount \$95,008.05 to purchase three (3) mid-size buses.

**# 2 Board Action:**

YCTA Board approves the submittal of the 5339 bus and bus facilities grant application to purchase three (3) mid-size expansion buses.

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**# 2 Background Info:**

Yamhill County Transit (YCT) has been successful securing 5339 funds for buses. YCT has submitted applications every year through this program since 2016. We have been successful in three out of four applications which is rare considering this is a national process with strong competition. YCT submits these applications through ODOT Rail and Public Transit Division (RPTD) and then they submit to FTA. The timeline indicates we will be informed of project selection by June 2020 and if successful, the procurement and manufacturing process takes about one (1) year to complete. Therefore, these buses could arrive June to September 2021.

The grant request is for expansion because there are new ODOT- RPTD rule that these funds can't replace buses purchased with County funds only buses purchased with state or federal funds. YCTA will be replacing aging vehicles funded with local funds



when these buses are delivered. The match funding is included in the STIF plan so the match dollars required will be covered with State STIF funds. Therefore, there is no out of pocket funding necessary from the County General Fund.

We requested and received two support letters to include with the application. The City of McMinnville and the Mid-Willamette Valley Council of Governments both wrote letters of support. Attachment #2

Accepted by Yamhill County  
Board of Commissioners on  
3/19/2020 by Board Order  
# 20-97



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*An equal opportunity lender, provider, and employer*

Office of Planning & Environment  
Federal Transit Administration  
1200 New Jersey Avenue, SE  
Washington, DC 20590

March 2, 2020

**Re: Yamhill County Transit Area, 5339 Bus and Bus Facilities Investment Program**

Dear Grant Review Committee:

The Yamhill County Transit Area (YCTA) is seeking grant funding through the 5339 Bus and Bus Facilities Investment grant program to purchase three (3) Category C medium-duty buses to allow Yamhill County Transit to implement new services outlined in the 2018 Transit Development Plan and the new State Transportation Improvement Fund (STIF) plan.

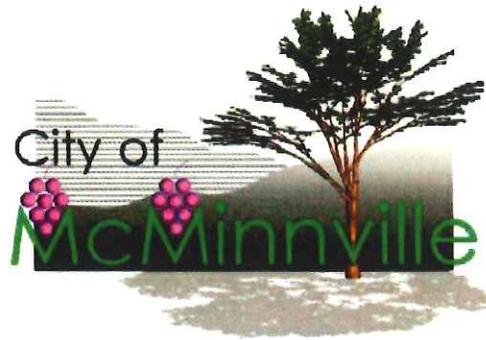
YCTA currently serves four (4) major transportation corridors in Yamhill County (OR 18, OR 47, OR 99W, and OR 221), while its intercity/commuter routes connect 17 cities and provide connections to key bus and rail transit centers in Portland and Salem. This transit system supports Yamhill County residents, including older adults and people with disabilities, through critical public demand response service, para-transit, and local route service in McMinnville and Newberg.

YCTA provides a valuable service in Yamhill County and having a quality fleet is critical to ensure the system is safe and able to continue to provide vital services for the elderly, disabled, and low-income residents commuting to work. YCTA is reaching its goal to have 100% of its fleet in a state of good repair. YCTA has been successful securing additional local, state, and federal grants and received ten (10) new buses last summer and four (4) new buses in February 2020. These buses have a new look with colorful graphics clearly identifying YCTA and marketing the transit service area. Communities served by Yamhill County Transit are finding it easier to access the transit system resulting in increased ridership. This capital improvement project will assist YCTA in expanding and meeting the service goals described in the Transit Plan. This will ensure safe, dependable, and accessible services for older adults and people with disabilities and commuters choosing transit to access employment.

The Mid-Willamette Valley Council of Governments supports this project and encourages FTA to approve this grant application for three (3) expansion buses for Yamhill County Transit to ensure continued quality public transit services throughout Yamhill County.

Sincerely,

  
Michael Jaffe  
Transportation Planning Director  
Mid-Willamette Valley Council of Governments



*A collaborative and caring city inspiring an exceptional quality of life.*

**OFFICE OF THE CITY MANAGER, 230 NE Second Street, McMinnville, Oregon 97128**  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

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March 3, 2020

**Office of Planning & Environment  
Federal Transit Administration  
1200 New Jersey Avenue, SE  
Washington DC 20590**

**Re: Yamhill County Transit Area, 5339 Bus and Bus Facilities Investment Program**

Dear Grant Review Committee:

The Yamhill County Transit Area (YCTA) is seeking grant funding through the 5339 Bus and Bus Facilities Investment grant program to purchase three (3) Category C medium-duty buses to allow Yamhill County Transit to implement new services outlined in the 2018 Transit Development Plan and the new State Transportation Improvement Fund (STIF) plan.

YCTA currently serves four (4) major transportation corridors in Yamhill County (OR 18, OR 47, OR 99W, and OR 221), while its intercity/commuter routes connect 17 cities and provide connections to key bus and rail transit centers in Portland and Salem. The transit system's hub is in downtown McMinnville and local fixed route service is offered in McMinnville and our neighboring city Newberg. Yet, the system not only supports McMinnville and Newberg residents and visitors with local fixed routes it also serves all Yamhill County residents, including older adults and people with disabilities, with life sustaining demand response services.

YCTA provides a valuable service in Yamhill County and having a quality fleet is critical to ensure the system is safe and able to continue to provide vital services for the elderly, disabled, and low-income residents commuting to work. YCTA is reaching its goal to have 100% of its fleet in a state of good repair and has made significant progress over the last five years. YCTA has been successful securing additional local, state, and federal grants and received ten (10) new buses last summer and four (4) new buses in February 2020. These buses have a new look with colorful graphics clearly identifying YCTA and marketing the transit service area. Communities served by Yamhill County Transit are finding it easier to access the transit system resulting in increased ridership. This capital improvement project will assist YCTA in expanding and meeting the service goals described in the Transit Plan. This will ensure safe, dependable, and accessible services for older adults and people with disabilities and commuters choosing transit to access employment.

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***Our Mission:** The City of McMinnville delivers high-quality services in collaboration with partners for a prosperous, safe and livable community.*

The City of McMinnville supports this project and encourages FTA to approve this grant application for three (3) expansion buses for Yamhill County Transit to ensure continued quality public transit services throughout Yamhill County.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey R. Towery". The signature is written in a cursive, flowing style.

Jeffrey R. Towery,  
City Manager  
City of McMinnville, Oregon

B.O. 20-97  
EXhibit "A"