

TRANSIT ADVISORY COMMITTEE
March 24th, 2022

Presiding: Chair Carol Luce

Committee Present: Carol Luce, Nancy Muller, Brian Peterson and Warren Holzem.

Staff Present: Todd Wood, Heidi Muller, and Scott Hess

Others Present: None

CALL TO ORDER: Chair Carol Luce called the meeting to order at 6:01 p.m. Introductions of all members and staff followed.

CHANGES TO PUBLIC MEETINGS LAWS: Todd Wood, Transit Director reported that the City has directed all committees to continue with Zoom access for the committee or other members of the public to attend. In addition the meetings will be now be recorded digitally and available online at the City's website.

ELECTION OF A NEW VICE CHAIR: Mr. Wood reported the election is needed as former Vice Chair Alex Vice is no longer a resident of Canby. Chair Luce asked for nominations and Member Peterson nominated Member Muller. The motion passed 3-0.

CONSENT AGENDA: Committee Member Holzman moved to approve the January 27, 2022 minutes as presented. The motion was seconded by Committee Member Peterson and passed 4-0.

PUBLIC INPUT: None.

OLD BUSINESS:

A. Operations Report:

Scott Hess, First Transit General Manager, reported comparing numbers over the past 3 months there is consistent numbers ridership both on fixed and dial a ride. Peak times of 9am to 11am getting full and as a result opportunities to satisfy the increase in the next scheduling bid are being considered. The mask mandate was lifted in Oregon, however FTA continued the practice through April 18th which can cause confusion. Signs are posted noting the requirement and we continue to avoid confrontation and diffuse issues. So far this has not been a real issue on the buses.

B. 24-25 STIF update:

Todd Wood, Transit Director preparing for the 24-25 biennium and per the committee discussion will continue to fund the Canby Loop and Saturday service. One STIF requirement Clackamas county partners present their programs to an advisory board and the County Board prior to submission to TriMet. This county advisory board is looking for Hispanic representation so if anyone knows of interested persons to let him know.

C. Canby Loop Discussion:

As noted in the last meeting, adjustments need to be made to the schedule due to zero ridership in the 530 run. Survey sent out, results in the packet with fairly positive responses of no effect. As a result change will take place on May 1st to switch 530 route to place the run later in the day as there is significantly more ridership in the afternoon. There was discussion of how the joint Clackamas County/City of Canby Ivy Street construction project would affect route and timelines.

NEW BUSINESS:

A. Tri-Annual Audit: Todd Wood, Transit Director

Mr. Wood reviewed how the STIF (State Transportation Improvement Fund) operates. The STIF funds originate from the State of Oregon and are funneled through TriMet to Canby based on the area payroll tax collection. Current projects funded are Saturday fixed route and dial-a-ride, and the Canby Loop service. For the 2024-2025 funding cycle the Committee agreed by consensus to keep these project priorities.

Other funding received from State revenue were portions of ID, cigarette, and non-highway fuel tax income. The State will now require Canby to create a project and apply through STIF to receive these funds. Mr. Wood asked if the committee still intends for this funding to go towards the services and members agreed.

B. New Employee Melody Thompson

Mr. Wood updated the new part time employee approved through the budget process was now in place.

C. Technology Update – Heidi Muller Transit Coordinator

The current technology provider is phasing out systems in approximately 10 of the vehicles. Full camera, hard drive, monitors, etc. will need to be upgrades. Tablet scheduling software is also scheduled for implementation to increase efficiency and avoiding unnecessary radio traffic. Initially this is for Dial-a-Ride routes with fixed route buses implemented later. Mr. Wood noted CAT is included in Sandy Transit’s RFP so more will be known about projected expenses later. Details about vendors, hardware and software were discussed. This year’s technology budget is \$125,000. Mr. Wood updated that 2 new buses were purchased this year reported on buses and a van scheduled for delivery later. There was discussion of the status of a new transit center, it’s funding, electrifying the yard at the location and the potential for electric buses in the future.

D. Committee Vacancies – Todd Wood, Transit Director

Mr. Wood reviewed committee vacancies and suggested anyone who knew of potential applicants to encourage them to apply.

E. Committee Information – Todd Wood, Transit Director

Mr. Wood encouraged committee members to suggest items for the agenda or discussion at any time for future meetings.

DISCUSSION ITEMS:

There was discussion about the policy for deploying ramps from the outside on the Dial-a-Ride route. Mr. Wood will review the policy with drivers.

ADJOURN: Member Muller moved to adjourn, Member Peterson seconded the motion. Motion passed and Chair Luce adjourned the meeting at 7:05 p.m.

Assisted with Preparation of Minutes – Melody Thompson