

**TRANSIT ADVISORY COMMITTEE**  
**January 16, 2024**

**Presiding:** Nancy Muller, Chair

**Committee Present:** AdriAnne Carlson, Paul Waterman, Stephanie Boyce, Tyler Francke

**Committee Absent:** Greg Perez

**Staff Present:** Todd Wood, Transit Director; Heidi Muller, Transit Coordinator; Collin Carney, TransDev General Manager

**Others Present:** Councilor Daniel Stearns, Council Liaison

**CALL TO ORDER**

Chair Muller called the meeting to order at 6:2 p.m. Introductions of all members and staff followed.

**CONSENT AGENDA**

Member Waterman moved to approve the consent agenda and Member Carlson seconded the motion. All members voted in favor and the motion passed 5-0.

**PUBLIC INPUT**

There was no public input.

**OLD BUSINESS**

A. Operations Report: Ms. Muller provided the ridership report noting numbers were slightly down due to non-service holiday dates. Overall, Canby Loop ridership continues to consistently grow.

B. Update on Transit Master Plan: Mr. Wood explained the plan consultant group (Jarret Walke) is in the data collection and analysis phase. Information has been provided to them from both the City and Canby Area Transit staff for this phase. In March, staff will meet with the consultants to discuss the public outreach for the project.

C. New Transit Facility Update: Mr. Wood explained the new building is in the engineering and architectural phase. CAT staff met with the architectural firm and engineers for the project to review initial actions steps. Some of these steps include a site geotechnical report, an area traffic study, and a neighborhood public meeting presentation of the project.

A pre-application meeting with City planning staff will outline requirements and needed documents and information for a future Canby Planning Commission application. Mr. Wood noted there is approximately 3 million on hand for the project and once a final site plan is available it will be shared with the committee.

D. 2026/2027 Biennium STIF: Mr. Wood explained that funding from the State Transportation Improvement Fund (STIF) currently funds all Saturday services, and all Canby Loop services. The next biennium of projects will be brought forward to the committee to consider. The approval process for funding requires Transit agencies to submit project lists to the Clackamas County joint Transit group, and then on to the TriMet Board of Directors for approval.

E. Federal 5339 Grant: Mr. Wood explained the purpose of the 5339 grant is to fund vehicles and that it can only be used for this purpose. CAT currently has 3 Cutaway buses to replace due to state and federal useful life guidelines. During the pandemic, staff received a 100% grant funded purchase of a Ford Transit van for Dial-A-Ride clients. Because the van uses less fuel and has lower maintenance costs, CAT plans to replace all Cutaway buses with vans in the future.

Member Carlson asked if the committee has a decision-making role about pursuing grants. Mr. Wood explained the committee is an advisory group and, as needed, may make recommendations to the City Council.

## **NEW BUSINESS**

Ms. Muller noted the recent ice and sleet event came on quickly and as per CAT protocols, staff instituted deicing and scaled back routes to keep service intact for as long as possible. Brief service closures occurred due to the extreme conditions but were limited in duration. Consistent updates were posted on social media and on Paseo Go.

## **DISCUSSION ITEMS**

Ms. Muller thanked those who assisted with the popular CAT Holiday tour in December.

Councilor Sterns asked if when CAT next considers routes and time adjustments, buses could arrive earlier at the high school. Mr. Wood noted the problem is coordinating school start times between Baker Prairie and Canby High School. He added that there is a Canby Loop route scheduled to arrive 15 minutes prior to the high school start. Ms. Muller added the Loop is popular with the high school age group during school season and their use of the system in the summer has grown.

**ADJOURN:** Member Carlson moved to adjourn the meeting and Member Boyce seconded the motion. The motion passed 5-0 and the meeting adjourned at 6:44 pm.

Minutes prepared by: Melody Thompson