

TRANSIT ADVISORY COMMITTEE
November 21st, 2024

Presiding: Chair Paul Waterman

Committee Present: Paul Waterman, Nancy Muller, Stephanie Boyce, Deanna Ball-Karb

Committee Absent: AdriAnne Navallo (Excused), Tyler Franke, Greg Perez

Staff Present: Todd Wood, Transit Director; Heidi Muller, Transit Operations Manager

Others Present: Janet Jefferies (citizen via Zoom)

CALL TO ORDER

Chair Waterman called the meeting to order at 6:00pm. Introductions of members and staff followed.

CONSENT AGENDA

The minutes from September 26, 2024, were amended to correct a last name. Nancy Muller motioned to approve the minutes as amended, and Deanna Ball-Karb seconded. The motion passed 4-0.

PUBLIC INPUT

There was no public comment.

OLD BUSINESS

- a) **Staff Update for July 24, 2024, Minutes** – The City Recorder requested the July minutes, even if there was no quorum, for the website. These will be on the agenda for the January meeting.
- b) **Transit Master Plan Final Update** – Director Wood shared that Heidi Muller sent the final Transit Master Plan to the committee. The City Council approved the Transit Master Plan the previous night. This plan will be in effect for the next 5-7 years.
- c) **Transit Building Update** – The building project has encountered a delay due to the requirement for completing a National Environmental Protection Act (NEPA) study. Since the property was purchased before completing the NEPA study, we may not be eligible for federal funding. There is a possibility that alternative financial options or even purchasing new land may be necessary after completing the NEPA study. Chair Waterman inquired about the property purchase, and it was discussed that local payroll tax funds were used. A discussion followed on the NEPA process, which requires a study to be completed before purchasing property to qualify for federal funding.

NEW BUSINESS

- a) **Operations Report** – Ms. Muller reported that weekday ridership on the 99X service is increasing by about 8%. Dial-A-Ride (DAR) service is still seeing an increase in ridership, though a flu outbreak led to trip denials for Paratransit riders due to staffing shortages. Weekend ridership on the 99X has increased by 12%. The Canby Loop is performing well with good ridership on both weekdays and Saturdays. Dial-A-Ride is also seeing a rise in ridership on Saturdays and is becoming more popular. Overall, there were 9,206 riders in October 2024. Mrs. Muller asked about the increase in complaints, and Ms. Muller explained that an updated compliments and complaints form is now available on the website for riders and the public to share their experiences. Complaints are being logged and reviewed daily by both the contractor and city staff.

- b) **Oregon Transportation Conference** – Vice Chair Boyce shared her experience at the Oregon Transportation Conference in Seaside. She was impressed to learn about the Statewide Transportation Improvement Fund (STIF) for public transportation and the challenges faced by small providers. She also learned about GoGo Grandparent, a service that helps people who lack technology schedule trips, order groceries, and more. Vice Chair Boyce thanked Jon Styner from Waterleaf, who is working on the building project, and recommended that others attend the conference in the future.

- c) **Salem (Cherriots) STIF Funding** – The committee discussed the possibility of extending service to downtown Woodburn as outlined in the Transit Master Plan. We approached Cherriots to request STIF funding to assist with the 99X service that covers Aurora and Hubbard, areas that currently have no service. Cherriots, as the Qualified Entity, declined our funding request. Due to increasing costs, we looked into potential changes to our Woodburn service. Ms. Muller conducted a review of the Woodburn service to explore the possibility of reducing service levels and focusing more on the northbound service, with a potential expansion to Wilsonville. The review revealed that Monday through Saturday Woodburn service is operating at about 42% ridership. Several trips showed no riders on certain days. Currently, more riders are traveling to Canby than returning to Woodburn. Chair Waterman asked if we are receiving funding for the service. Mr. Wood responded that we receive 5311 funding, approximately \$300,000, but this does not fully cover the cost of the service. Chair Waterman asked if we had considered an end-run in Aurora, where Salem/Woodburn could meet the service and then they can fund for the service in Hubbard, etc. Mrs. Muller explained that Salem previously met in Hubbard but stopped doing so. Mr. Wood noted that the Advisory Committee could recommend changes to the council if they feel adjustments are necessary. Unless costs change in the next two years, maintaining the current service may become unsustainable.

DISCUSSION ITEMS

- a) December 19th, 2024, CAT will be hosting the Holiday Light Tour which is free for anyone.
- b) Announced Thanksgiving Day, Christmas Day and New Years Day we will be closed.
- c) Reminded that the Canby Loop on Saturday runs to 9:40pm.

ADJOURN

Chair Waterman adjourned the meeting at 6:42pm.

Prepared by: Heidi Muller