

AGENDA

CANBY AREA TRANSIT ADVISORY COMMITTEE MEETING

August 20, 2020 - 6:00 PM

Virtual Meeting:

Zoom Meeting

<https://us02web.zoom.us/j/81335532373>

Meeting ID: 813 3553 2373

or Dial

+1 253 215 8782

Canby, OR 97013

1. CALL TO ORDER

- a. Introductions
- b. New Members

Elizabeth Chapin
Elizabeth Chapin

2. CONSENT AGENDA

- a. Approval of January minutes

Members

3. OLD BUSINESS

- a. Operations Report
- b. Saturday Service Update
- c. Chair/Vice Chair Nominations and Appointments
- d. Bi Monthly Report
- e. Committee Member Responsibilities

David Thorndike
David Thorndike
Elizabeth Chapin
Todd Wood
Todd Wood

4. CITIZEN INPUT

5. NEW BUSINESS

- a. Response to COVID-19
- b. State Transportation Improvement Projects
- c. Future Funding

Todd Wood
Todd Wood
Todd Wood

6. DISCUSSION ITEMS

7. ADJOURN

*The meeting location 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. Contact Todd Wood at 503.266.0751 or woodt@canbyoregon.gov. A copy of this Agenda can be found on CAT's web page at www.canbyareatransit.org.

TRANSIT ADVISORY COMMITTEE

January 23, 2020

Presiding: Vice Chair Elizabeth Chapin

Committee Present: Walt Daniels, Carol Luce, Arlene Dana and Matt Olsen

Committee Absent:

Staff Present: Julie Wehling, David Thorndike and Nancy Muller

Others Present: Matt Toupin

CALL TO ORDER: Vice-Chair Chapin called the meeting to order at 6:05 p.m. in the City of Canby Council Chambers. The Committee was saddened by the news that Don Smeback, a ten year Committee member who also served on RFP and TMP Committees, passed away last month. Mr. Smeback was a valued member of the Transit Advisory Committee and would be missed.

CONSENT AGENDA:

The Committee approved the September 26th and November 21st meeting minutes.

OLD BUSINESS:

- A. Operations Report: David Thorndike, MV General Manager, reported that a total of 6,921 rides were given in November 2019 and 6,315 rides in December 2019. Year to date ridership increased 9.14% over the same time period last year.
- B. Committee member terms: Walt Daniels would not be reapplying to serve. Carol Luce and Liz Chapin would be reapplying. Ms. Wehling was hoping to get a fixed route bus rider and a high school student representing the Latino community to sign up for the Committee. Spencer Chapin, a high school student and son of Committee member Liz Chapin, was interested. Ms. Wehling reminded the Committee that the Council liaison and the Committee Chair were the ones who made the decision on who served. Right now they had no Committee Chair in place, but one would be decided on in March. She had also talked to the City Administrator and Mayor about the lack of Council liaison participation on the Committee. There would be three openings on the Committee.
- C. Bi Monthly Report: Ms. Wehling said the City had hired a new Transit Director, and that person would be at the next Committee meeting in March. The Rider of the Month for November was Norberto Martinez and for December was Canelia Bermuda. There were no accidents in November. There was an incident on

December 5 where a bus had to hard brake and a passenger fell out of their seat. That passenger did not need to go to the hospital. On December 17 a bus was struck by another vehicle on 10th and 99E in Oregon City. The other vehicle did not stop. No passengers were injured. On December 4 the City underwent a drug and alcohol program audit by FTA. There were a number of issues, and all of them had been addressed and resolved. There was one remaining task that they could not do until February, which was running a calibration on the breath machine. The City had a drug and alcohol policy and the auditors gave some suggested changes to the policy. Those changes had been put into a draft that would go to the union for input and the City Council for adoption.

- i. Customer Open House/Light Tour: Ms. Wehling reported on December 18 the 7th annual Open House and Light Tour was held. It was well attended.

Vice Chair Chapin had attended the Light Tour and party and thought it went well. She had been impressed with the driver for the tour.

- ii. ADA Plan Update: Ms. Wehling had not gotten this done yet, but would have it to the Committee for the next meeting. The plan needed to be updated to include the new Saturday service. Mr. Smeback had agreed to serve on the RFP (Request for Proposal) committee to select the consultant for the Transit Master Plan update. Carol Luce volunteered to serve in his place.

CITIZEN INPUT: None

NEW BUSINESS: Committee Member Luce said someone had asked her about ADA riders having to be off the bus by 6:30 p.m. She thought it was 8:00 p.m. Ms. Wehling said General Dial-A-Ride was 6 p.m., and ADA was 8 p.m.

Committee Member Luce said buses were having a problem parking at Kiwanis. Ms. Wehling said what was happening was the riders were trying to walk through the storeroom instead of outside the building.

There was discussion regarding wait times, especially when the weather was bad, and ways to notify riders when the bus would arrive.

Committee Member Luce said she had been told that some of the dispatchers were working their full shift and then going out and driving. That was a safety issue. Ms.

Wehling said it did happen sometimes when they were shorthanded on drivers and dispatchers. Mr. Thorndike said they were currently working on hiring more people.

There was discussion regarding putting in bus stop shelters along 99E.

DISCUSSION ITEMS: None

The next Transit Advisory Committee meeting would be held on March 26, 2020.

ADJOURN:

Meeting adjourned at 6:50 p.m.

Assisted with Preparation of Minutes – Susan Wood, Nancy Muller

DRAFT

Historical Dates:

January 1, 2002	Canby withdraws from the TriMet district
September 3, 2002	CAT Service starts
December 2, 2002	CAT provides ½ hour service between Canby and Oregon City
January 6, 2003	Wilsonville's service to Canby begins
February 23, 2003	Sunday service suspended due to low ridership
November 10, 2003	Transit Center ribbon cutting ceremony
May 3, 2004	TriMet's Line 35 stops serving Canby
August 1, 2006	Canby to Woodburn Service begins
August 31, 2009	Saturday Service Suspended
July 1, 2011	MV Transportation, Inc. selected as contracted services vender
June 27, 2011	Service reduction that eliminated local fixed-routes (Blue, Green and Purple Lines) and implemented local Dial-A-Ride for General Public
October, 2011	Transit Center upgrade/improvement including widening of the TC roadway, improving ADA access, adding benches, security cameras, and a new kiosk. Funded in part with ARRA funds.
January 2, 2012	implemented a \$1 fare on the General Public Dial-A-Ride service
July 2, 2012	Free Shopper Shuttles
October 1, 2012	Implemented system wide \$1 fare
October 14, 2013	Offices moved to 195 S Hazel Dell Way, Suite C
May 1, 2015	Bus yard completed
June 30, 2015	Bus stop sign installation project completed
August 3, 2015	Service adjustments to schedules CAT Orange Line name changed to Route 99
December 14, 2016	Purchase Lot 18 which includes Bus Yard and additional ½ acre
June 7, 2017	MV Transportation, Inc. selected as contracted services vendor
April 2, 2018	Route 99 name change to Route 99X and service frequency and span increased (17 bus stops removed)
August 23, 2019	Purchase Lot 19 for future CAT building and additional parking
September 7, 2019	Saturday Service re-implemented

Services CAT Provides:

99x - Oregon City to Woodburn

- Travels on 99E
- Canby to Oregon City Operates 5:00 am to 10:45 PM
- Canby to Woodburn Operates 6:00 am to 7:54 PM
- 30 Minute service to Oregon City During Rush Hour
- Operates 8:00 am to 6:45 pm on Saturday
- Fare \$1

Complementary Para-Transit Service

- For those unable to use fixed route bus
- Operates in the Canby Urban Growth Boundary
- Available for Transfers to TriMet lift
- Operates 8:00 am to 6:00 pm
- Operates 8:00 am to 6:30 pm Saturdays
- Must Qualify under the ADA
- Requires Advanced Scheduling
- Fare \$1

General Public Dial-a-Ride

- Operates in the Canby Urban Growth Boundary
- Operates 8:00 am to 6:00 pm
- Open to Everyone on a space available basis
- Operates 8:00 am to 6:30 pm Saturdays
- Requires Advanced Scheduling
- Fare \$1

Shopper Shuttle:

- Operates Monday through Friday
- One Free Round Trip per day
- Operates only at Specific times
- Requires Advanced Scheduling

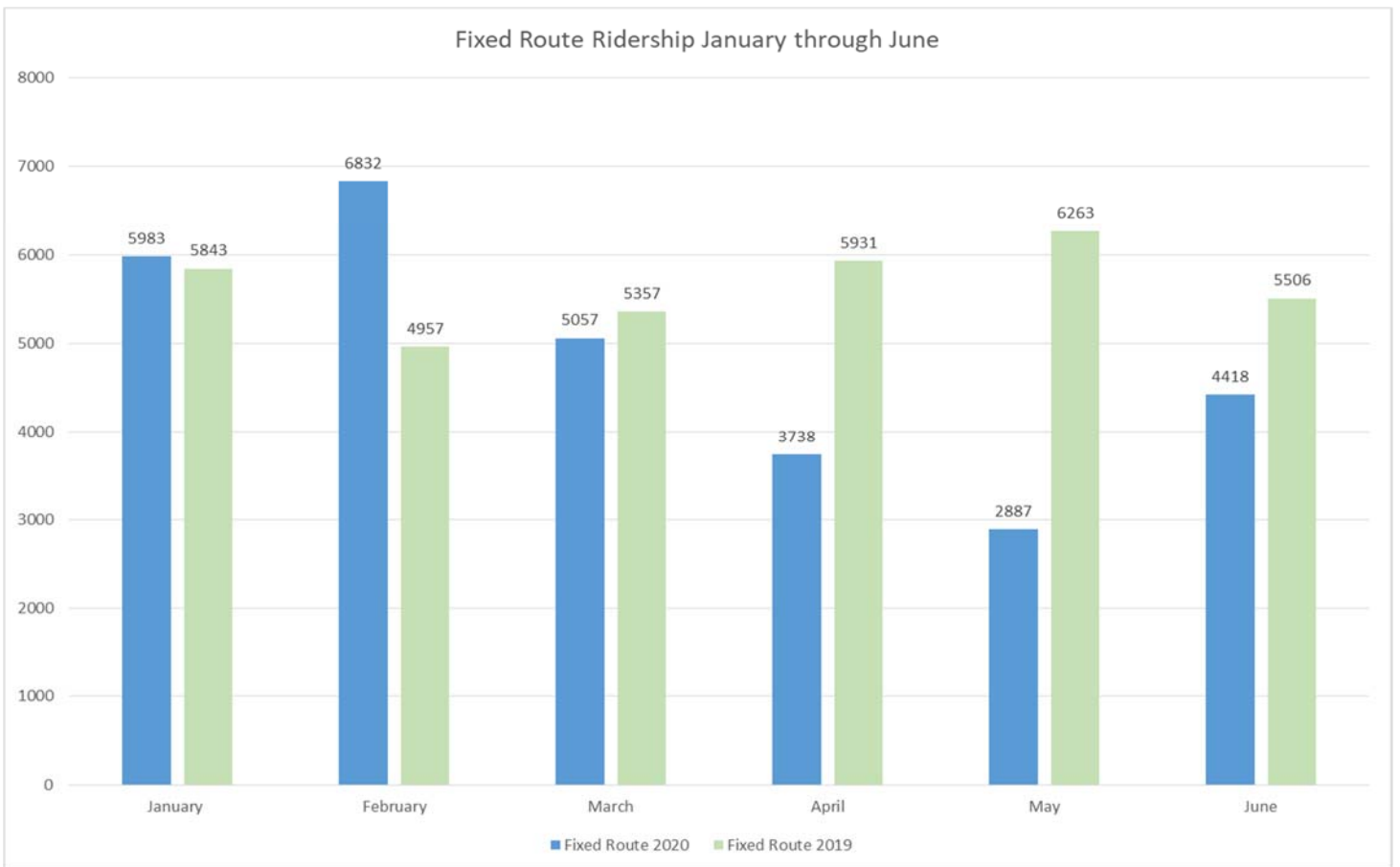
Ridership:

Annual Ridership Fiscal Year 2020

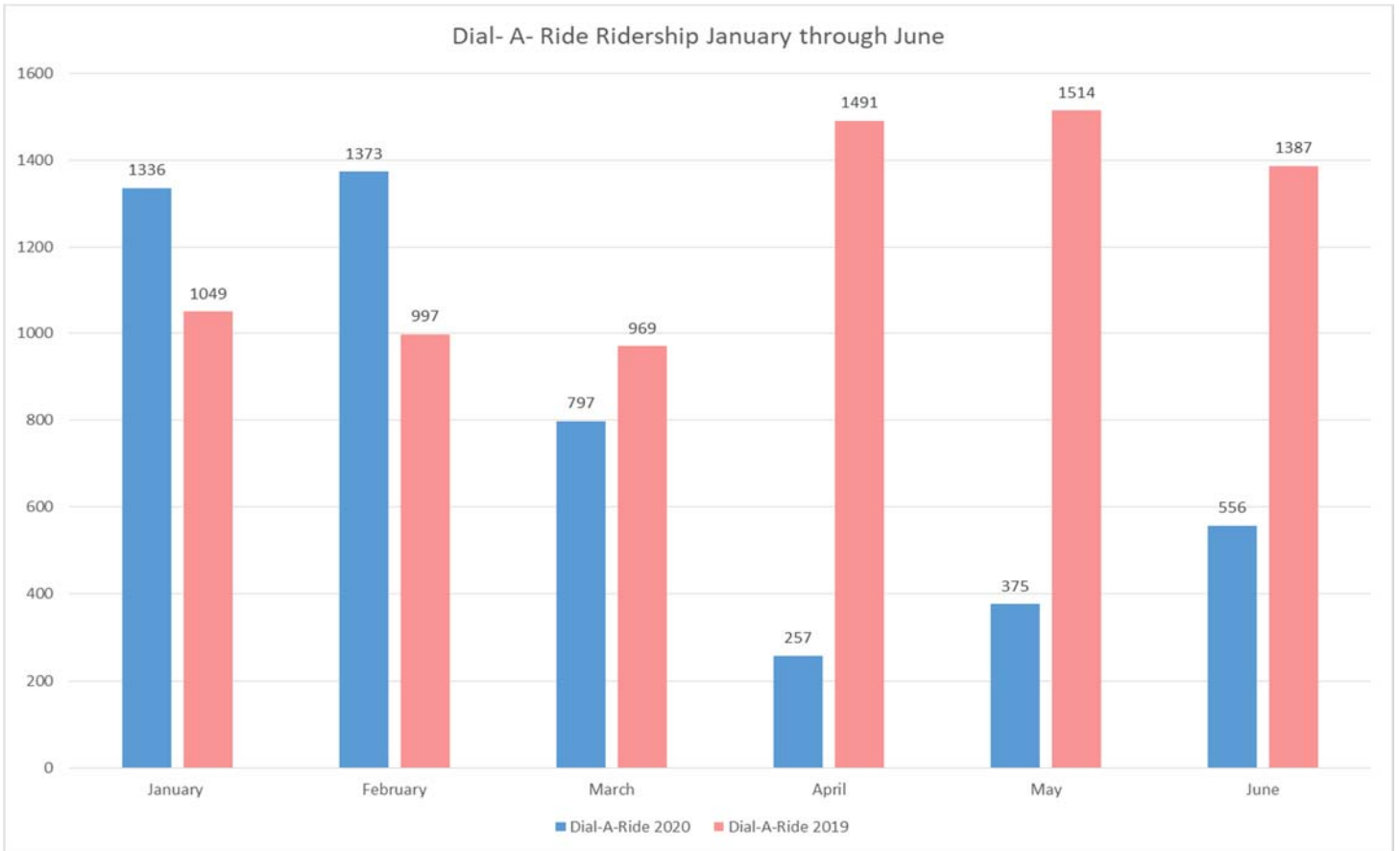
- 99x: **65,237**
- Dial-a-Ride / Paratransit: **12,687**
- Total for FY 2020: **77,924**

Six months of 2020 compared to 2019:

99x

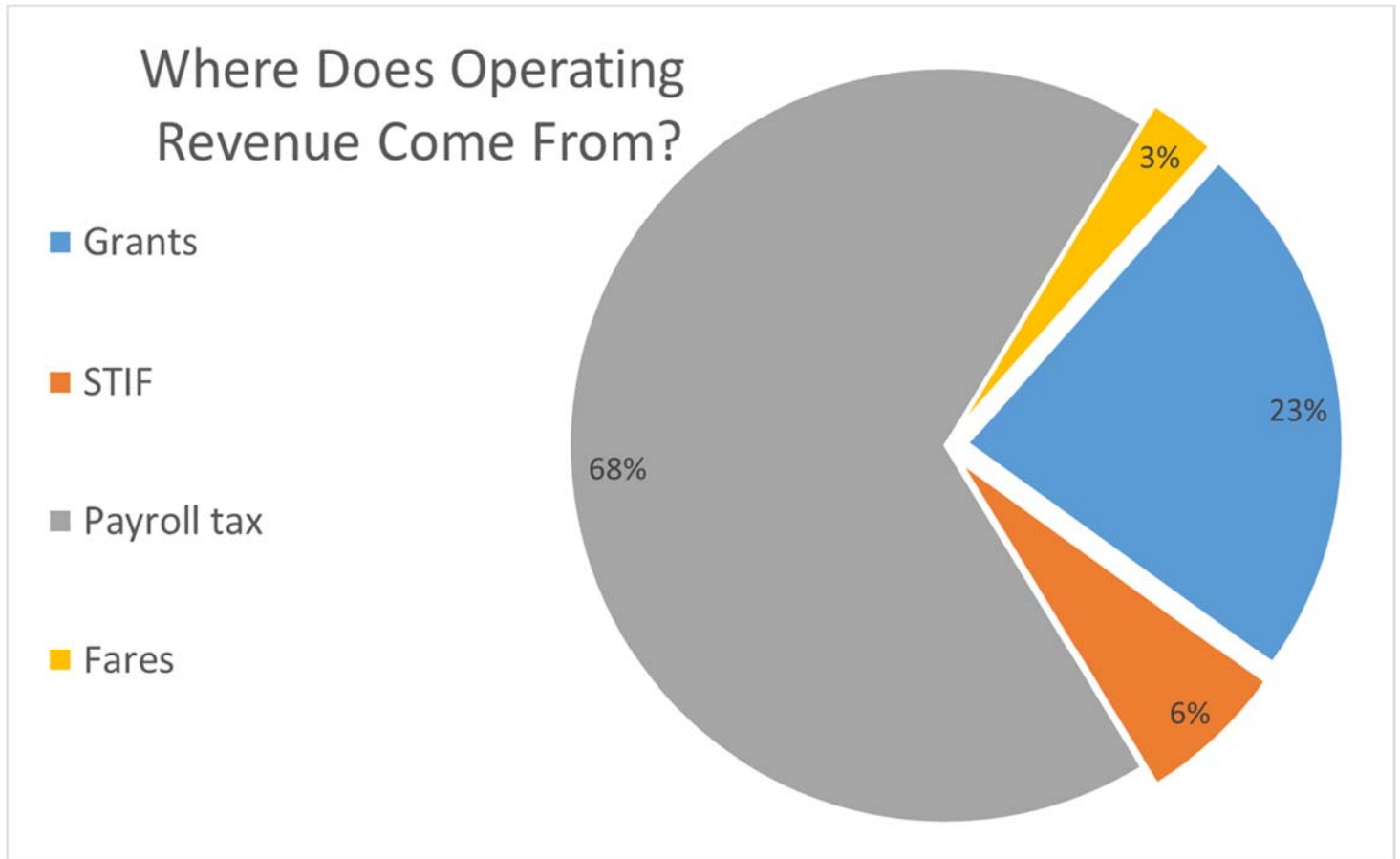


Dial-a-Ride / Paratransit



Operational Funding and Expense:

Revenue:



Grants:

- 5311 - Federal Rural Operating Grant
- 5310 - Federal Elderly and Disable Operating Grant
- STF - State Transportation Fund Elderly and Disabled Operating Grant

STIF – State Transportation Improvement Fund

- New fund starting 2018
- 1% tax per \$1000 on Pay
- Currently Funds Saturday Service
- Projects Selected Each Biennium
- TriMet is in charge of dispersing funds in Clackamas County

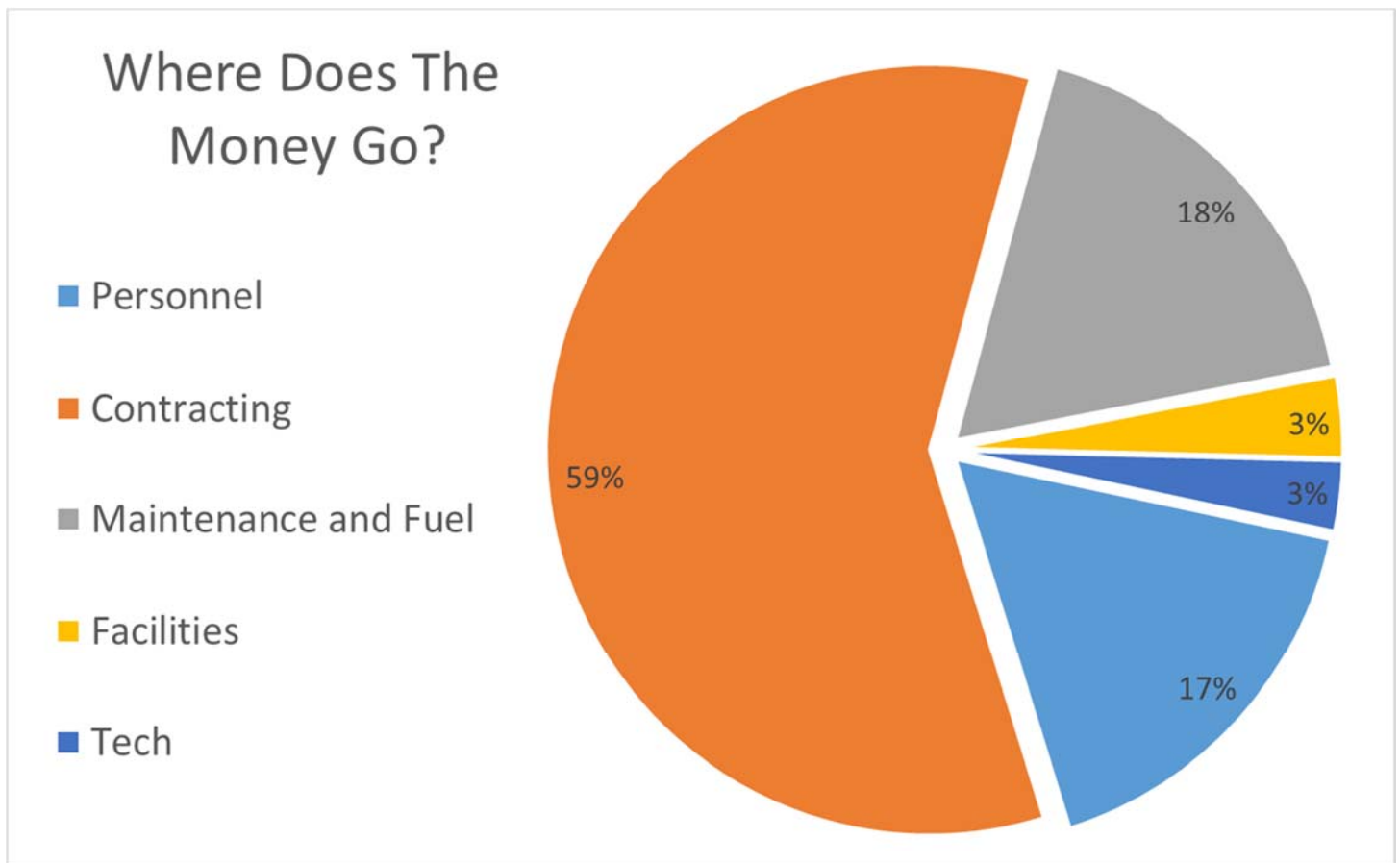
Payroll Tax:

- .6% tax on employer payroll
- Paid by Canby Area Businesses
- Same funding type as TriMet, South Clackamas, Sandy, Wilsonville, and Eugene
- Originally instituted for TriMet – Carried over when the city withdrew
- Has remained .6% for many years while TriMet has increased the tax annually
- Payroll tax is 29% cheaper than TriMet

Fares:

- \$1 Per Boarding
- \$20 Monthly Pass

Expenses:



Personnel:

- Two dedicated City Employees
- Finance staff time for transit grants and taxes

Contracting:

- MV Transportation
- Pay per hour of Operation. Approx. \$64 per hour on the road.
- Provides Dispatching, Management, Drivers, Training etc

Maintenance and Fuel:

- City Fleet shop – Most repairs and preventative performed here
- Outside vendors – Larger Jobs
- Bus Fluids – i.e. Fuel, Oil, etc

Facilities:

- Transit Building Rent
- Transit Center upkeep
- Bus stops upkeep
- Shelters installation upkeep
- Bus lot upkeep

Tech:

- Bus GPS systems
- Computers
- Software
- Bus Video Systems
- Communication systems – i.e. Radios

State Transportation Improvement Fund (STIF) Projects

Current Projects:

1. Saturday Fixed Route
2. Saturday Dial a Ride
3. Bus Purchases – Currently underway
4. Technology Purchases – On Hold due to COVID

Future Project Options:

1. Continue Saturday Service
2. City Circulator
3. Sunday Service
4. Technology Upgrades

Current Saturday Service 2021	# of Hours	Days Per Year	MV Cost Per Hour	Contract Cost	Average Maintenance and Fuel Costs / M	Average Maintenance and Fuel Costs / HR	Total Service Cost By Mile	Total Service Cost By Hour	
Fixed Route	10	52	\$ 520	\$ 64.27	\$ 33,420.40	\$ 16,753.41	\$ 8,942.00	\$ 50,173.81	\$ 42,362.40
Demand Response	20	52	\$ 1040	\$ 64.27	\$ 66,840.80	\$ 3,069.72	\$ 17,884.00	\$ 69,910.52	\$ 84,724.80
					\$ 19,823.14	\$ 26,826.01			
								\$ 120,084.34	\$ 127,087.21
New Saturday Service 2022									
Fixed Route	16	52	\$ 832	\$ 65.88	\$ 54,809.46	\$ 16,892.71	\$ 14,307.20	\$ 71,702.17	\$ 69,116.66
Demand Response	12	52	\$ 624	\$ 65.88	\$ 41,107.09	\$ 2,101.74	\$ 10,730.40	\$ 43,208.83	\$ 51,837.49
					\$ 18,994.45	\$ 25,037.61			
								\$ 114,911.00	\$ 120,954.15

With Circulator		2022	2023
Weekend Service Cost		\$ 114,911.00	\$ 118,358.33
Circulator Cost		\$ 252,621.47	\$ 260,200.11
Total Services		\$ 367,532.47	\$ 378,558.44
STIF Estimates		\$ 236,567.00	\$ 250,079.00
Money Short		\$ (130,965.47)	\$ (128,479.44)
With Sunday		2022	2023
Weekend Service Cost		\$ 120,084.34	\$ 114,911.00
Circulator Cost		\$ -	\$ -
Total Services		\$ 120,084.34	\$ 114,911.00
STIF Estimates		\$ 236,567.00	\$ 250,079.00
Money Short		\$ 116,482.66	\$ 135,168.00
		2022	2023
TriMet Estimated 2022 / 2023		\$ 236,567.00	\$ 250,079.00