

AGENDA

CANBY AREA TRANSIT ADVISORY COMMITTEE MEETING

March 24, 2022 - 6:00 PM

Canby City Council Chambers, 1st Floor

222 NE 2nd Ave

Canby, OR 97013

Zoom for Public View:

<https://us06web.zoom.us/j/84800712294?pwd=d3c2UDFySVRabmxzWU11bGh1bmRBdz09>

1. CALL TO ORDER

- | | |
|-----------------------------------|--------------|
| a. Introductions | Carol Luce |
| b. Changes to public meeting laws | Todd M. Wood |
| c. Election of a new vice chair | Carol Luce |

2. CONSENT AGENDA

- | | |
|--|------------|
| a. Approval of Minutes from 01.27.2022 | Carol Luce |
|--|------------|

3. PUBLIC INPUT

4. OLD BUSINESS

- | | |
|---------------------------------------|--------------|
| a. Operations report | Scott Hess |
| b. 24-25 STIF update – Representation | Todd M. Wood |
| c. Canby Loop Discussion | Todd M. Wood |
| 1) May 1, Service Changes | |
| 2) Schedule Changes | |
| 3) Ridership Count Issues | |

5. NEW BUSINESS

- | | |
|-----------------------------------|--------------|
| a. Tri-annual Audit | Todd M. Wood |
| b. New Employee – Melody Thompson | Todd M. Wood |
| c. Technology update | Heidi Muller |
| d. Committee vacancies | Todd M. Wood |
| e. Committee information | Todd M. 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 27, 2022

Presiding: Chair Nancy Muller

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

Committee Absent: Vice Chair Alex Vice, Paul Waterman

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

Others Present: None

CALL TO ORDER: Chair Nancy Muller called the meeting to order at 6:01 p.m. via Zoom.

CONSENT AGENDA: Committee Member Holzman moved to approve the September 30, 2021 minutes as written. The motion was seconded by Committee Member Peterson and passed 4-0. Chair Muller moved to approve the minutes of November 18, 2021 with a correction of Old Business Part A to read “no accidents or injuries”. Committee member Luce seconded the motion and it passed 4-0.

PUBLIC INPUT: None.

OLD BUSINESS:

A. Operations Report: Scott Hess, First Transit General Manager, reported that overall ridership has stayed consistent with the biggest concern at present the staffing level for operators due to COVID concerns. Due to the small staff of drivers, CAT can be creative in covering routes and all are being covered.

B. Canby Loop Discussion:

Todd Wood, Transit Director reported the Canby Loop run doing fairly well since the start in October and discussed a proposed change due to the morning passenger count. Currently 5:30 am ridership is zero and the pm ridership is much higher. The proposal as of May 1 is to eliminate the 5:30 am start and increase the end time from 7pm to 8pm. Start time options of 5:55 am or 6:00 am are proposed.

Mr. Hess noted the contract driver seniority shift bid will happen in the 3rd week of April with shifts to begin the 1st week of May. Mr. Wood added giving the public a

chance for input prior to change is advised. The 6am start time was approved by the Committee by consensus.

Mr. Wood presented a map and corresponding stop analysis report indicating almost no one using the 4th Avenue stretch of the route and only an occasional Logging Trail pickup. Committee members by consensus expressed an interest in shifting the stop closer to Township.

NEW BUSINESS:

A. 24-25 STIF Projects: 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. Potential Projects for Marion County STIF Todd Wood, Transit Director

Mr. Wood explained Canby could also apply for Marion County STIF projects. He suggested Aurora dial-a-ride and noted the service could be extended beyond current confines of Canby UGB with Council approval. Another idea is expanding Woodburn service from 7:30pm to 10:00 pm.

DISCUSSION ITEMS:

There was discussion about returning to “call back” service for medical appointments. Mr. Wood noted we are allowing but not advertising the service. The website ability to translate English to Spanish was not working and Ms. Muller will work with the City IT staff to resolve this.

ADJOURN: Chair Nancy Muller adjourned the meeting at 7:05 p.m.

Assisted with Preparation of Minutes – Melody Thompson

Weekday Ridership by Route or Service

February 2022

| | 11-2020 | 11-2021 | 12-2020 | 12-2021 | 01-2021 | 01-2022 | 02-2021 | 02-2022 | Year to Date 2020-2021 | Year to Date 2021-2022 | Percentage of Change |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------------------------|---------------------------|-------------------------|
| Fixed-Route | | | | | | | | | | | |
| Route 99X | 3,499 | 3,718 | 4,035 | 3,531 | 3,392 | 3,745 | 3,210 | 3,857 | 14,136 | 14,851 | 5.06% |
| 99X Route Complaints | 2 | - | 1 | 1 | 1 | 1 | 2 | - | 6 | 2 | -66.67% |
| 99X Route Preventable Accidents | - | - | 1 | - | - | - | - | - | 1 | - | -100.00% |
| 99X Route rides per hour | 4.73 | 4.71 | 4.90 | 4.14 | 4.58 | 4.73 | 4.64 | 5.10 | 4.71 | 4.67 | -0.90% |
| 99X Route rides per mile | 4.59 | 4.56 | 4.38 | 5.25 | 4.72 | 4.53 | 4.66 | 4.20 | 4.59 | 4.64 | 1.04% |
| City Circulator Route | - | 499 | - | 583 | - | 742 | - | 632 | - | 2,456 | #DIV/0! |
| Circulator Route Complaints | - | - | - | 1 | - | 2 | - | - | - | 3 | #DIV/0! |
| Circulator Route Preventable Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route rides per hour | - | 1.94 | - | 2.06 | - | 2.91 | - | 2.60 | - | 9.51 | #DIV/0! |
| Circulator Route rides per mile | - | 6.77 | - | 6.44 | - | 4.60 | - | 5.16 | - | 5.74 | #DIV/0! |
| Demand Response | | | | | | | | | | | |
| Dial-A-Ride (ADA) | 382 | 778 | 400 | 762 | 412 | 621 | 353 | 733 | 1,547 | 2,894 | 87.07% |
| Dial-A-Ride (General Public) | 125 | 220 | 147 | 158 | 113 | 203 | 128 | 163 | 513 | 744 | 45.03% |
| Same Day Rides | 67 | 76 | 66 | 72 | 71 | 45 | 55 | 38 | 259 | 231 | -10.81% |
| Shopping Shuttles | 97 | 105 | 124 | 122 | 104 | 75 | 70 | 87 | 395 | 389 | -1.52% |
| Same Day Cancelations | 65 | 104 | 51 | 105 | 66 | 75 | 88 | 65 | 270 | 349 | 29.26% |
| No Shows | 10 | 30 | 15 | 21 | 16 | 31 | 12 | 27 | 53 | 109 | 105.66% |
| DAR Complaints | 3 | - | - | 1 | - | - | - | - | 3 | 1 | -66.67% |
| DAR Preventable Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| DAR rides per hour | 1.69 | 2.03 | 1.85 | 1.95 | 1.78 | 1.82 | 1.96 | 1.91 | 1.82 | 1.93 | 5.91% |
| DAR rides per mile | 0.18 | 0.22 | 0.20 | 0.22 | 0.18 | 0.20 | 0.20 | 0.23 | 0.19 | 0.22 | 14.47% |
| Totals | | | | | | | | | | | |
| Total 99X-Route | 3,499 | 3,718 | 4,035 | 3,531 | 3,392 | 3,745 | 3,210 | 3,857 | 14,136 | 14,851 | 5.06% |
| Total City Circulator Route | - | 499 | - | 583 | - | 742 | - | 632 | - | 2,456 | #DIV/0! |
| Total Demand Response | 507 | 998 | 547 | 920 | 525 | 824 | 481 | 896 | 2,060 | 3,638 | 76.60% |
| Total - All Rides | 4,006 | 5,215 | 4,582 | 5,034 | 3,917 | 5,311 | 3,691 | 5,385 | 16,196 | 20,945 | 29.32% |

Weekend Ridership by Route or Service

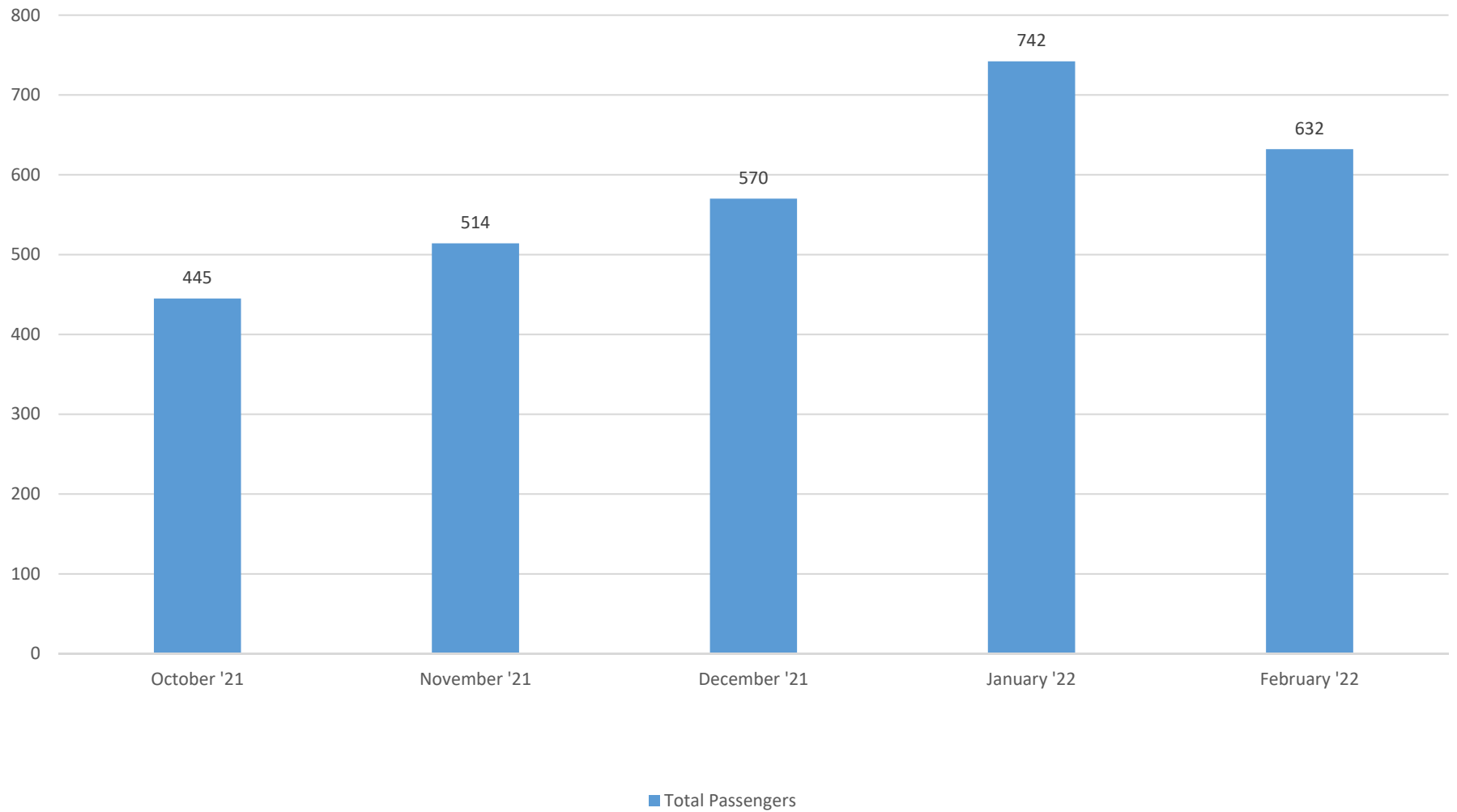
February 2022

| | 11-2020 | 11-2021 | 12-2020 | 12-2021 | 01-2021 | 01-2022 | 02-2021 | 02-2022 | Year to Date 2020-2021 | Year to Date 2021-2022 | Percentage of Change |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------------------------|---------------------------|-------------------------|
| Fixed-Route | | | | | | | | | | | |
| Route 99X | 298 | 230 | 304 | 168 | 328 | 290 | 205 | 239 | 1,135 | 927 | -18.33% |
| 99X Route Complaints | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| 99X Route Preventable Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| 99X Route rides per hour | 4.81 | 3.81 | 4.89 | 3.70 | 4.24 | 4.80 | 4.30 | 3.99 | 4.56 | 4.08 | -10.64% |
| 99X Route rides per mile | 4.37 | 5.68 | 4.27 | 5.88 | 4.94 | 4.46 | 4.76 | 5.42 | 4.59 | 5.36 | 16.90% |
| City Circulator Route | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route Complaints | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route Preventable Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route rides per hour | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route rides per mile | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Demand Response | | | | | | | | | | | |
| Dial-A-Ride (ADA) | 33 | 46 | 43 | 35 | 45 | 46 | 24 | 53 | 145 | 180 | 24.14% |
| Dial-A-Ride (General Public) | 13 | 10 | 4 | 4 | 4 | 2 | 8 | 8 | 29 | 24 | -17.24% |
| Same Day Rides | 3 | 4 | 10 | 2 | 7 | 4 | - | 1 | 20 | 11 | -45.00% |
| Shopping Shuttles | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Same Day Cancelations | 8 | 6 | 3 | 51 | 9 | 7 | 21 | 9 | 41 | 73 | 78.05% |
| No Shows | 3 | 3 | - | 15 | 2 | - | 1 | - | 6 | 18 | 200.00% |
| DAR Complaints | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| DAR Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| DAR rides per hour | 1.75 | 1.78 | 1.51 | 1.72 | 1.13 | 1.44 | 1.63 | 1.95 | 1.51 | 1.72 | 14.45% |
| DAR rides per mile | 0.29 | 0.29 | 0.22 | 0.25 | 0.17 | 0.28 | 0.17 | 0.30 | 0.21 | 0.28 | 31.76% |
| Totals | | | | | | | | | | | |
| Total 99X-Route | 298 | 230 | 304 | 168 | 328 | 290 | 205 | 239 | 1,135 | 927 | -18.33% |
| Total City Circulator Route | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Total Demand Response | 46 | 56 | 47 | 39 | 49 | 48 | 32 | 61 | 174 | 204 | 17.24% |
| Total - All Rides | 344 | 286 | 351 | 207 | 377 | 338 | 237 | 300 | 1,309 | 1,131 | -13.60% |

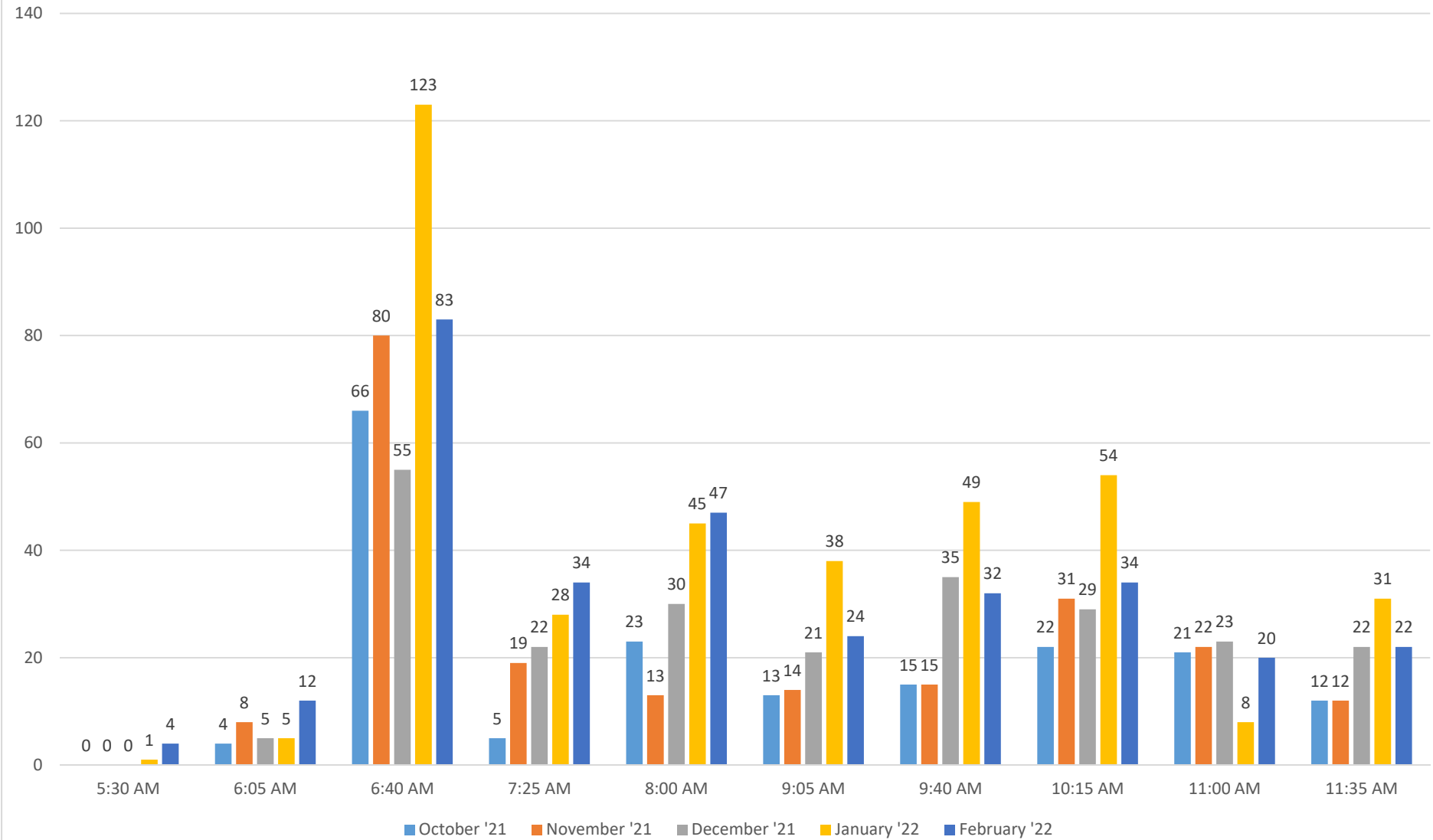
| Overall Ridership by Route or Service | | | | | | | | | | February 2022 | |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------------------------|---------------------------|-------------------------|
| | 11-2020 | 11-2021 | 12-2020 | 12-2021 | 01-2021 | 01-2022 | 02-2021 | 02-2022 | Year to Date 2020-2021 | Year to Date 2021-2022 | Percentage of Change |
| Fixed-Route | | | | | | | | | | | |
| Route 99X | 3,797 | 3,948 | 4,339 | 3,699 | 3,720 | 4,035 | 3,415 | 4,096 | 15,271 | 15,778 | 3.32% |
| Fixed Route Complaints | 2 | - | 1 | 1 | 1 | 1 | 2 | - | 6 | 2 | -66.67% |
| Fixed Route Accidents | - | - | 1 | - | - | - | - | - | 1 | - | -100.00% |
| Fixed-Route rides per hour | 10 | 9 | 10 | 8 | 9 | 10 | 9 | 9 | 9.27 | 8.75 | -5.69% |
| Fixed-Route rides per mile | 9 | 10 | 9 | 11 | 10 | 9 | 9 | 10 | 9.17 | 10.00 | 8.97% |
| City Circulator Route | - | 499 | - | 583 | - | 742 | - | 632 | - | 2,456 | #DIV/0! |
| Circulator Route Complaints | - | - | - | 1 | - | 2 | - | - | - | 3 | #DIV/0! |
| Circulator Route Preventable Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| Circulator Route rides per hour | - | 2 | - | 2 | - | 3 | - | 3 | - | 2.38 | #DIV/0! |
| Circulator Route rides per mile | - | 7 | - | 6 | - | 5 | - | 5 | - | 5.74 | #DIV/0! |
| Demand Response | | | | | | | | | | | |
| Dial-A-Ride (ADA) | 415 | 824 | 443 | 797 | 457 | 667 | 377 | 786 | 1,692 | 3,074 | 81.68% |
| Dial-A-Ride (General Public) | 138 | 230 | 151 | 162 | 117 | 205 | 136 | 171 | 542 | 768 | 41.70% |
| Same Day Rides | 70 | 80 | 76 | 74 | 78 | 49 | 55 | 39 | 279 | 242 | -13.26% |
| Shopping Shuttles | 97 | 105 | 124 | 122 | 104 | 75 | 70 | 87 | 395 | 389 | -1.52% |
| Same Day Cancelations | 73 | 110 | 54 | 156 | 75 | 82 | 109 | 74 | 311 | 422 | 35.69% |
| No Shows | 13 | 33 | 15 | 36 | 18 | 31 | 13 | 27 | 59 | 127 | 115.25% |
| DAR Complaints | 3 | - | - | 1 | - | - | - | - | 3 | 1 | 100.00% |
| DAR Accidents | - | - | - | - | - | - | - | - | - | - | #DIV/0! |
| DAR rides per hour | 3 | 4 | 3 | 4 | 3 | 3 | 4 | 4 | 3.33 | 3.65 | 9.77% |
| DAR rides per mile | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0.40 | 0.50 | 23.60% |
| Totals | | | | | | | | | | | |
| Total 99X-Route | 3,797 | 3,948 | 4,339 | 3,699 | 3,720 | 4,035 | 3,415 | 4,096 | 15,271 | 15,778 | 3.32% |
| Total City Circulator Route | - | 499 | - | 583 | - | 742 | - | 632 | - | 2,456 | #DIV/0! |
| Total Demand Response | 553 | 1,054 | 594 | 959 | 574 | 872 | 513 | 957 | 2,234 | 3,842 | 71.98% |
| Total - All Rides | 4,350 | 5,501 | 4,933 | 5,241 | 4,294 | 5,649 | 3,928 | 5,685 | 17,505 | 22,076 | 26.11% |

| Canby Transit Center Cutsforth Thriftway | NE 10th & N Juniper | Maple Street Park | NE Territorial & N Pine | Redwood & 19th Loop | N Redwood & NE 11th | Sequoia Pkwy & SE Hazel Dell Way | S Township & Pine | SW 13th & Ivy Canby Adult Center & Pool | SW 13th & S Elm | Canby Community Park | Canby High School | NW 3rd & N Aspen | NW 3rd & N Holly Wait Park | Canby Transit Center Cutsforth Thriftway |
|---|---------------------|-------------------|-------------------------|---------------------|---------------------|-------------------------------------|-------------------|---|-----------------|-------------------------|-------------------|------------------|-------------------------------|---|
| 6:00 | 6:03 | 6:05 | 6:07 | 6:08 | 6:10 | 6:11 | 6:17 | 6:21 | 6:22 | 6:24 | 6:26 | 6:28 | 6:30 | 6:31 |
| 6:35 | 6:38 | 6:40 | 6:42 | 6:43 | 6:45 | 6:46 | 6:52 | 6:56 | 6:57 | 6:59 | 7:01 | 7:03 | 7:05 | 7:06 |
| 7:10 | 7:13 | 7:15 | 7:17 | 7:18 | 7:20 | 7:21 | 7:27 | 7:31 | 7:32 | 7:34 | 7:36 | 7:38 | 7:40 | 7:41 |
| 7:55 | 7:58 | 8:00 | 8:02 | 8:03 | 8:05 | 8:06 | 8:12 | 8:16 | 8:17 | 8:19 | 8:21 | 8:23 | 8:25 | 8:26 |
| 8:30 | 8:33 | 8:35 | 8:37 | 8:38 | 8:40 | 8:41 | 8:47 | 8:51 | 8:52 | 8:54 | 8:56 | 8:58 | 9:00 | 9:01 |
| 9:35 | 9:38 | 9:40 | 9:42 | 9:43 | 9:45 | 9:46 | 9:52 | 9:56 | 9:57 | 9:59 | 10:01 | 10:03 | 10:05 | 10:06 |
| 10:10 | 10:13 | 10:15 | 10:17 | 10:18 | 10:20 | 10:21 | 10:27 | 10:31 | 10:32 | 10:34 | 10:36 | 10:38 | 10:40 | 10:41 |
| 10:45 | 10:48 | 10:50 | 10:52 | 10:53 | 10:55 | 10:56 | 11:02 | 11:06 | 11:07 | 11:09 | 11:11 | 11:13 | 11:15 | 11:16 |
| 11:30 | 11:33 | 11:35 | 11:37 | 11:38 | 11:40 | 11:41 | 11:47 | 11:51 | 11:52 | 11:54 | 11:56 | 11:58 | 12:00 | 12:01 |
| 12:05 | 12:08 | 12:10 | 12:12 | 12:13 | 12:15 | 12:16 | 12:22 | 12:26 | 12:27 | 12:29 | 12:31 | 12:33 | 12:35 | 12:36 |
| 13:00 | 13:03 | 13:05 | 13:07 | 13:08 | 13:10 | 13:11 | 13:17 | 13:21 | 13:22 | 13:24 | 13:26 | 13:28 | 13:30 | 13:31 |
| 13:35 | 13:38 | 13:40 | 13:42 | 13:43 | 13:45 | 13:46 | 13:52 | 13:56 | 13:57 | 13:59 | 14:01 | 14:03 | 14:05 | 14:06 |
| 14:10 | 14:13 | 14:15 | 14:17 | 14:18 | 14:20 | 14:21 | 14:27 | 14:31 | 14:32 | 14:34 | 14:36 | 14:38 | 14:40 | 14:41 |
| 14:55 | 14:58 | 15:00 | 15:02 | 15:03 | 15:05 | 15:06 | 15:12 | 15:16 | 15:17 | 15:19 | 15:21 | 15:23 | 15:25 | 15:26 |
| 15:30 | 15:33 | 15:35 | 15:37 | 15:38 | 15:40 | 15:41 | 15:47 | 15:51 | 15:52 | 15:54 | 15:56 | 15:58 | 16:00 | 16:01 |
| 16:35 | 16:38 | 16:40 | 16:42 | 16:43 | 16:45 | 16:46 | 16:52 | 16:56 | 16:57 | 16:59 | 17:01 | 17:03 | 17:05 | 17:06 |
| 17:10 | 17:13 | 17:15 | 17:17 | 17:18 | 17:20 | 17:21 | 17:27 | 17:31 | 17:32 | 17:34 | 17:36 | 17:38 | 17:40 | 17:41 |
| 17:45 | 17:48 | 17:50 | 17:52 | 17:53 | 17:55 | 17:56 | 18:02 | 18:06 | 18:07 | 18:09 | 18:11 | 18:13 | 18:15 | 18:16 |
| 18:30 | 18:33 | 18:35 | 18:37 | 18:38 | 18:40 | 18:41 | 18:47 | 18:51 | 18:52 | 18:54 | 18:56 | 18:58 | 19:00 | 19:01 |
| 19:05 | 19:08 | 19:10 | 19:12 | 19:13 | 19:15 | 19:16 | 19:22 | 19:26 | 19:27 | 19:29 | 19:31 | 19:33 | 19:35 | 19:36 |

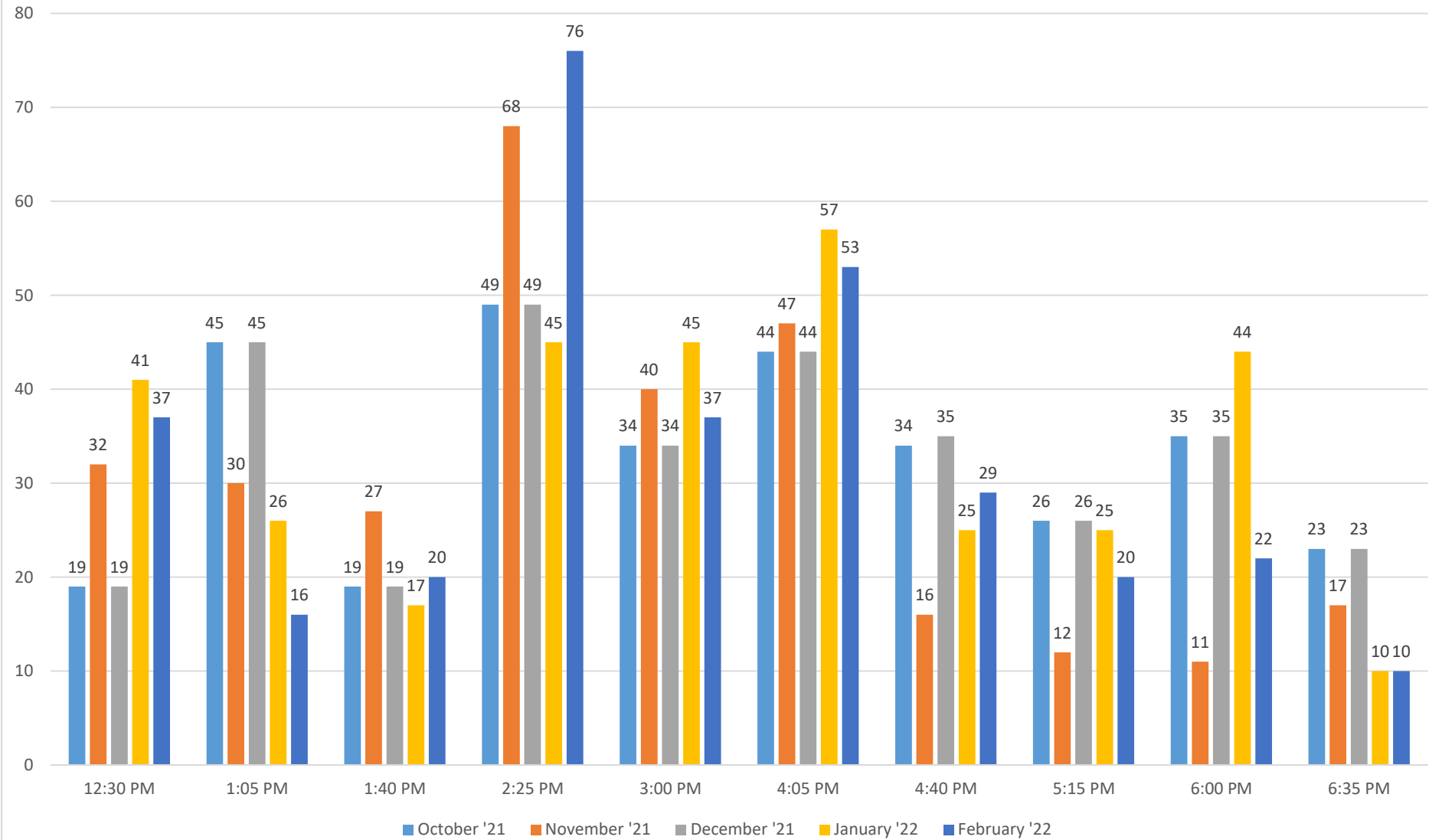
Canby Loop Total Passengers by Month



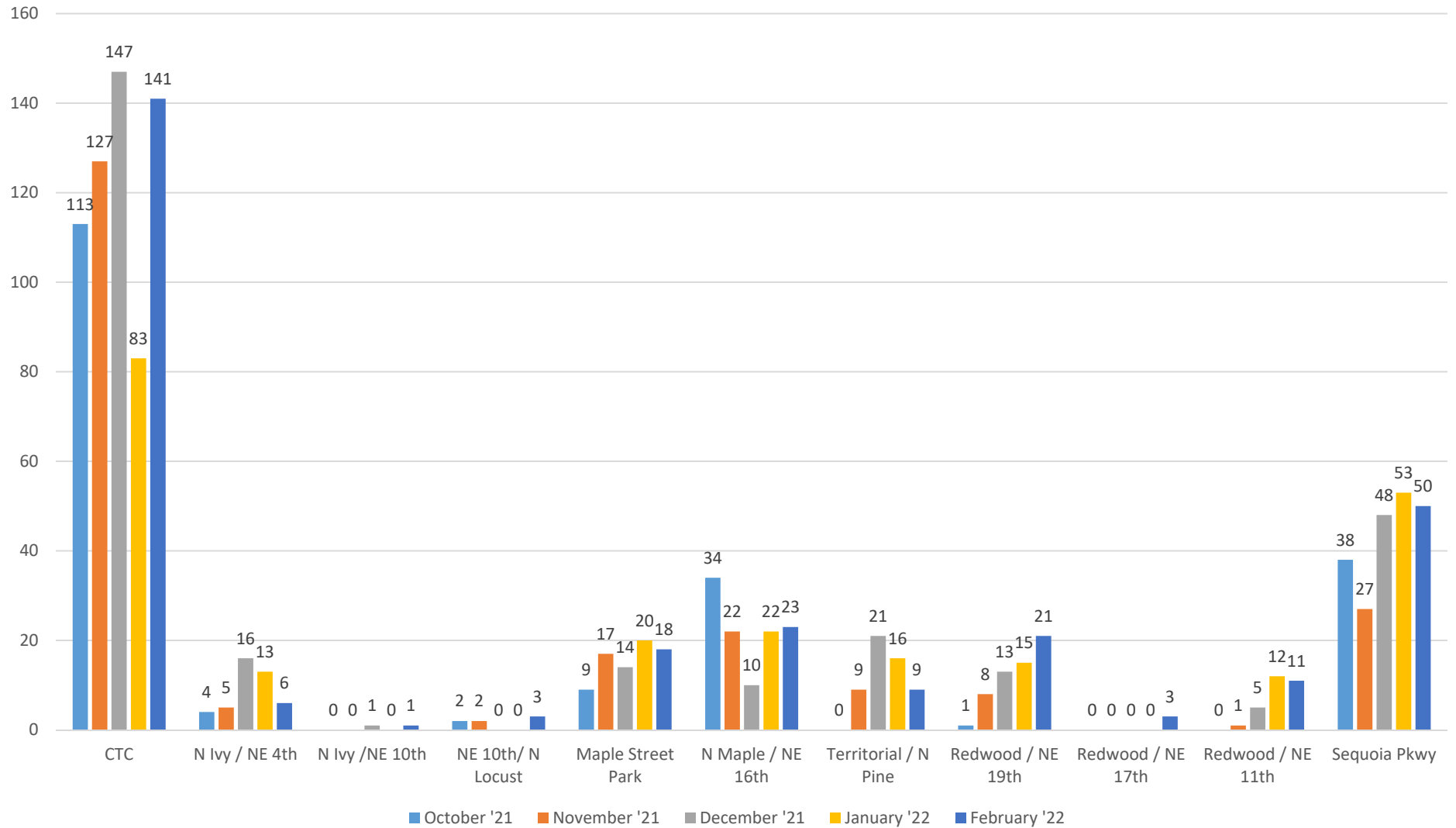
Canby Loop Morning (AM) Passenger Counts



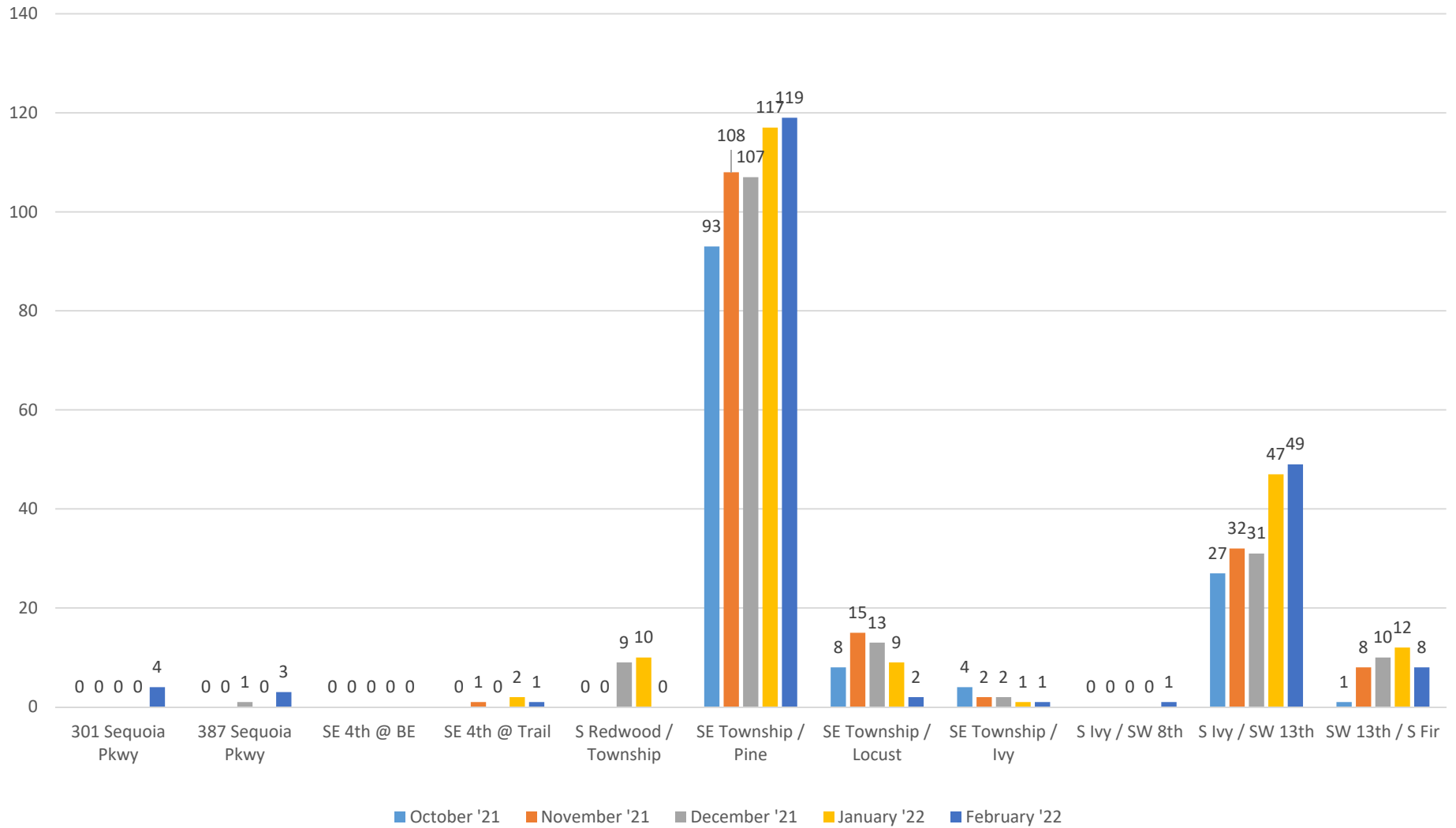
Canby Loop Evening (PM) Passenger Counts



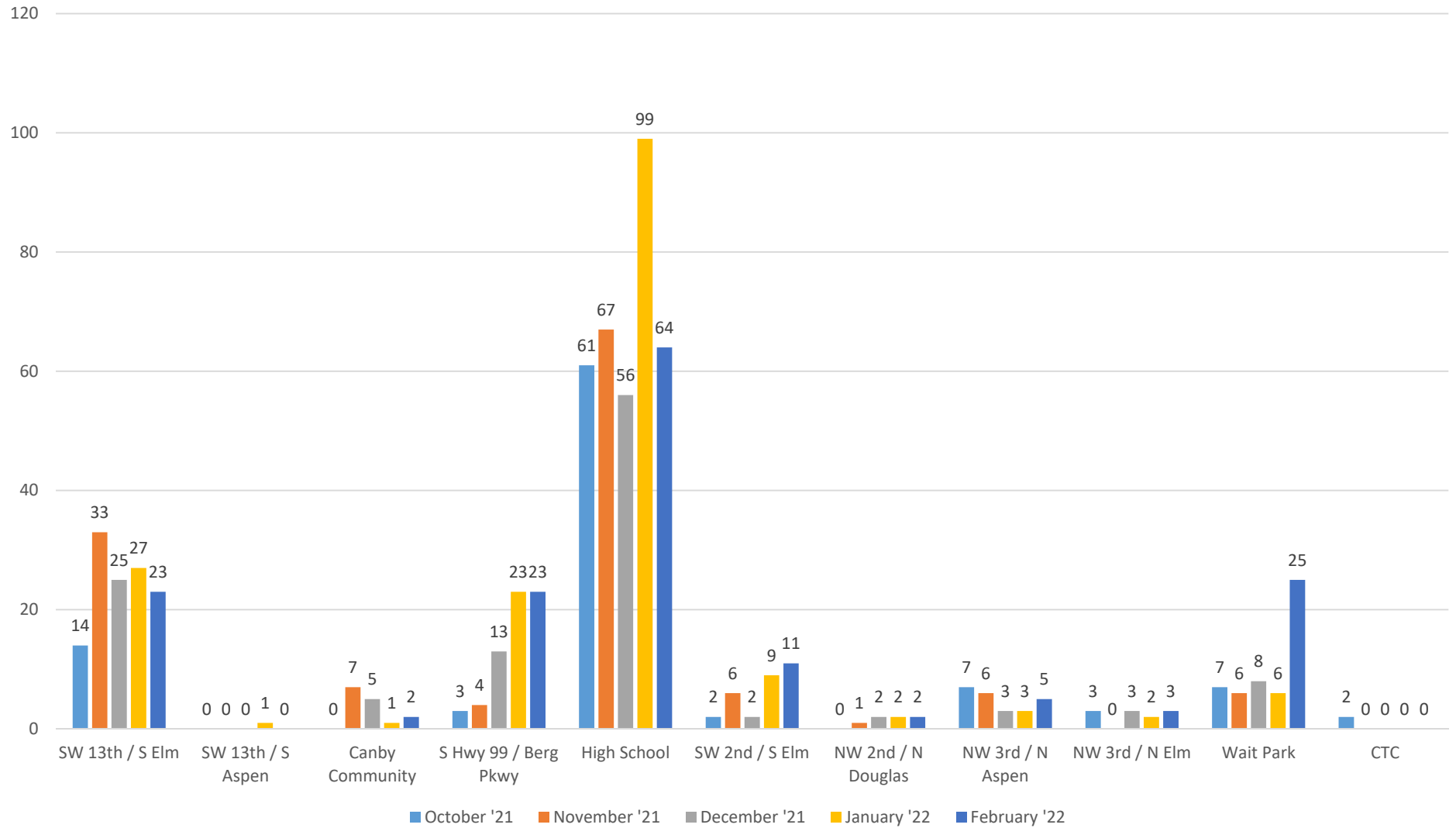
Canby Loop Passengers On-board per Stop (CTC to Sequoia Pkwy/Hazel Dell)



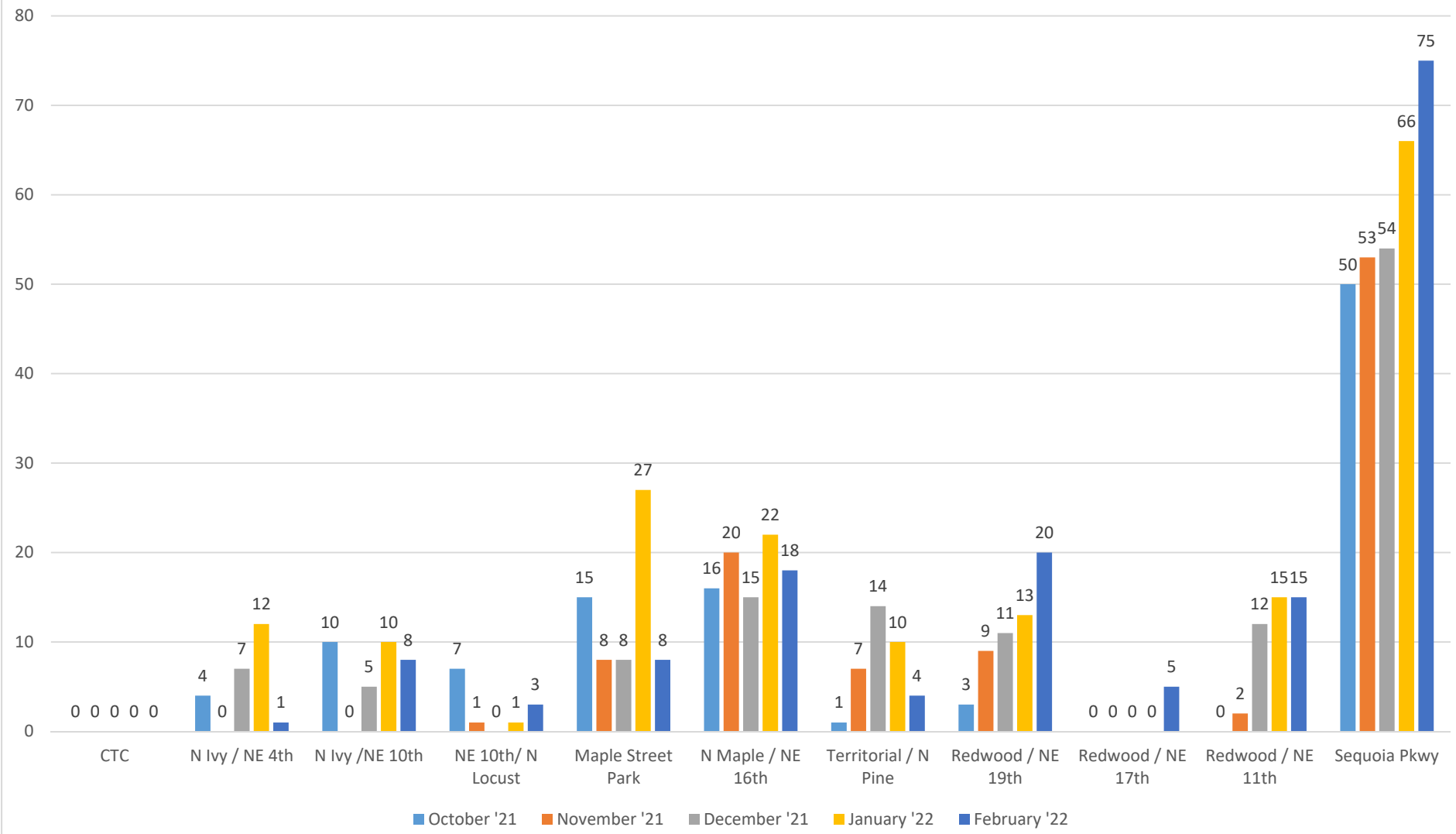
Canby Loop Passengers On-board per Stop (301 Sequoia Pkwy to SW 13th/Fir)



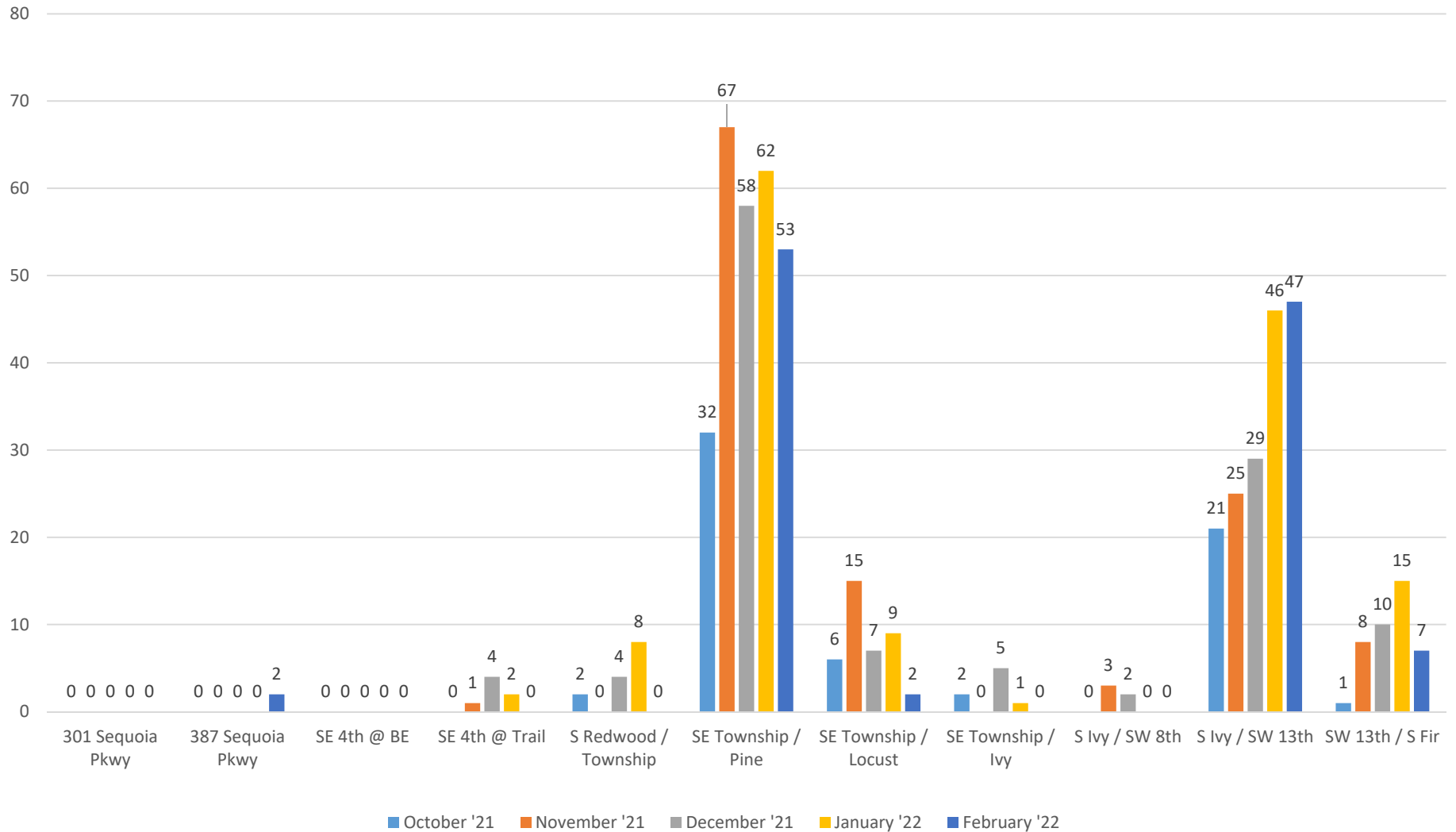
Canby Loop Passengers On-board per Stop (SW 13th/Elm to CTC)



Canby Loop Passengers De-board (off) per Stop (CTC to Sequoia Pkwy/Hazel Dell)



Canby Loop Passengers De-board (off) per Stop (301 Sequoia Pkwy to SW 13th/Fir)



Canby Loop Passengers De-Board (off) per Stop (SW 13th/Elm to CTC)

