

AGENDA

CANBY AREA TRANSIT ADVISORY COMMITTEE SPECIAL MEETING

August 6th, 2024 - 6:00 PM

Canby City Hall
Council Chambers
222 NE 2nd Ave
Canby, OR 97013

Zoom for Public View:

<https://us06web.zoom.us/j/3104548955?pwd=0B9DRAnrwuras15RmL0795Sla8Zbl4.1&omn=86125155662>

Meeting ID: 310 454 8955

Passcode: 4255

1. CALL TO ORDER

- a. Introductions

Paul Waterman

2. CONSENT AGENDA

- a. Approval of Minutes from May 30th, 2024

Paul Waterman

3. PUBLIC INPUT

Open for Public Comment or Input

4. OLD BUSINESS

- a. No Old Business

5. NEW BUSINESS

- a. STIF Projects
- b. Oregon Public Transportation Conference

Todd Wood
Heidi Muller

6. DISCUSSION ITEMS

Open for New 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 Heidi Muller at 503-266-0717 or mullerh@canbyoregon.gov.

A copy of this Agenda can be found on the City of Canby's web page at:

<https://www.canbyoregon.gov/meetings>

TRANSIT ADVISORY COMMITTEE

May 30, 2024

Presiding: Chair Muller

Committee Present: Paul Waterman, Nancy Muller, Stephanie Boyce, Greg Perez

Committee Absent: AdriAnne Carlson, Tyler Francke

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

Others Absent: Councilor Daniel Stearns, Council Liaison

CALL TO ORDER

Chair Muller called the meeting to order at 6:02 p.m. Introductions of all members and staff followed. Ms. Boyce suggested Mr. Waterman as Chair and volunteered to serve as Vice-Chair. Committee members agreed by consensus.

CONSENT AGENDA

Ms. Muller moved to approve the consent agenda and Member Boyce seconded the motion. All members voted in favor and the motion passed 4-0.

PUBLIC COMMENT

There were no public comments.

OLD BUSINESS

A. Transit Master Plan Update: Ms. Muller reported the project consultants will have a booth at the City's First Thursday event for input and continue to reach out to business and school entities for feedback.

B. Transit Facility Update: Mr. Wood explained the next anticipated step includes construction cost analysis and they will be shared with the group in the future. A soil analysis and traffic study are completed or underway as required for the permitting process. Mr. Wood noted he can pursue a range of options for funding if needed once there are cost estimates. This in turn will dictate much of the construction timeline. Ms. Muller offered to send out preliminary building designs to the committee.

NEW BUSINESS

A. Operations Report: Ms. Muller noted ridership increases overall with exception of weekday Dial-A-Ride service. Mr. Wood noted the DAR is the most expensive CAT service offered so slight reductions actually allow service to focus on the most-needy clients. Mr. Wood explained that route and Saturday service changes have enabled CAT to meet customer demand and better utilize driver work hours. Ms. Muller explained cancellations and no-show entries on the reports.

B. Bus Shelters update: Ms. Muller shared a picture presentation of the bus shelter project status. It was initiated 4 years ago and is funded from grants. The project later was coordinated with and folded into the ODOT 99E re-construction project.

C. TransDev Contract update: Mr. Wood explained an RFP is conducted every 6 years for operations

and First Transit is the current provider. In negotiating a contract update, the contractor's proposal exceeded the prior contract significantly. Mr. Wood researched other options such as bringing the service "in-house" (which is \$200,000 more than the proposal), or going out for another RFP/contract. He discussed contractor costs with other local transit agencies and learned their contract labor costs are comparable. Mr. Carney answered questions about the company's ATU union contract around wages and benefits. Mr. Wood added the proposed contract increase is attributable to a variety of factors: employee and overhead costs and including vehicle collision/liability insurance coverage costs. The latter had been provided in the past by the City's insurance provider until they discontinued the practice. Mr. Wood updated the group that the Canby City Council has approved the 3-year contract.

D. STIF Projects: Mr. Wood provided a spreadsheet breakdown of funding for fiscal biennium 2026-27 distributions for Clackamas County transit agencies, based on 2022 payroll. This year CAT received approximately \$316,000 although \$50,000 more is estimated for the proposed period. Project lists are submitted to TriMet and then forwarded on to the State for funding. Unused funds go back to TriMet and once approved, this money can only be spent on approved projects.

CAT currently uses STIF funds for Saturday and Canby Loop contractor service (fuel and maintenance expenses are not allowable expenses). Mr. Wood noted that the TAC historically reviews recommendations on STIF projects and added that his recommendation is to continue funding Saturday and Canby Loop service.

Ms. Muller said given the popularity of Saturday and Canby Loop service, she believed CAT should continue this with STIF funding. Ms. Boyce asked if staff had other options in mind. Mr. Wood noted other service expansion options would be too expensive, and he believes the current project is the best way to utilize the money. By consensus the committee asked to consider the information and come back for a recommendation at the next meeting.

E. Transit Budget 2024-2025: Mr. Wood reviewed the proposed Transit budget to come before the Budget Committee.

DISCUSSION ITEMS

Mr. Perez asked questions about stop schedules for Canby Loop and Ms. Muller noted it's on her list to get them installed. He offered to help if she needs assistance. Mr. Perez asked about protocols for a Dial-A-Ride stop and drop off on NW 2nd as it backed up traffic considerably. Ms. Muller explained board/deboard challenges for safety but will discuss possible options with Mr. Carney during busy Saturday market events. Mr. Wood explained CAT's customer facing app PasseoGo informs customers when to expect buses along with schedules also. Mr. Perez left the meeting via zoom at 7:25.

ADJOURN

Ms. Muller moved and Member Boyce seconded a motion to adjourn the meeting at 7:30 p.m. The motion passed 4-0.

Minutes prepared by: Melody Thompson

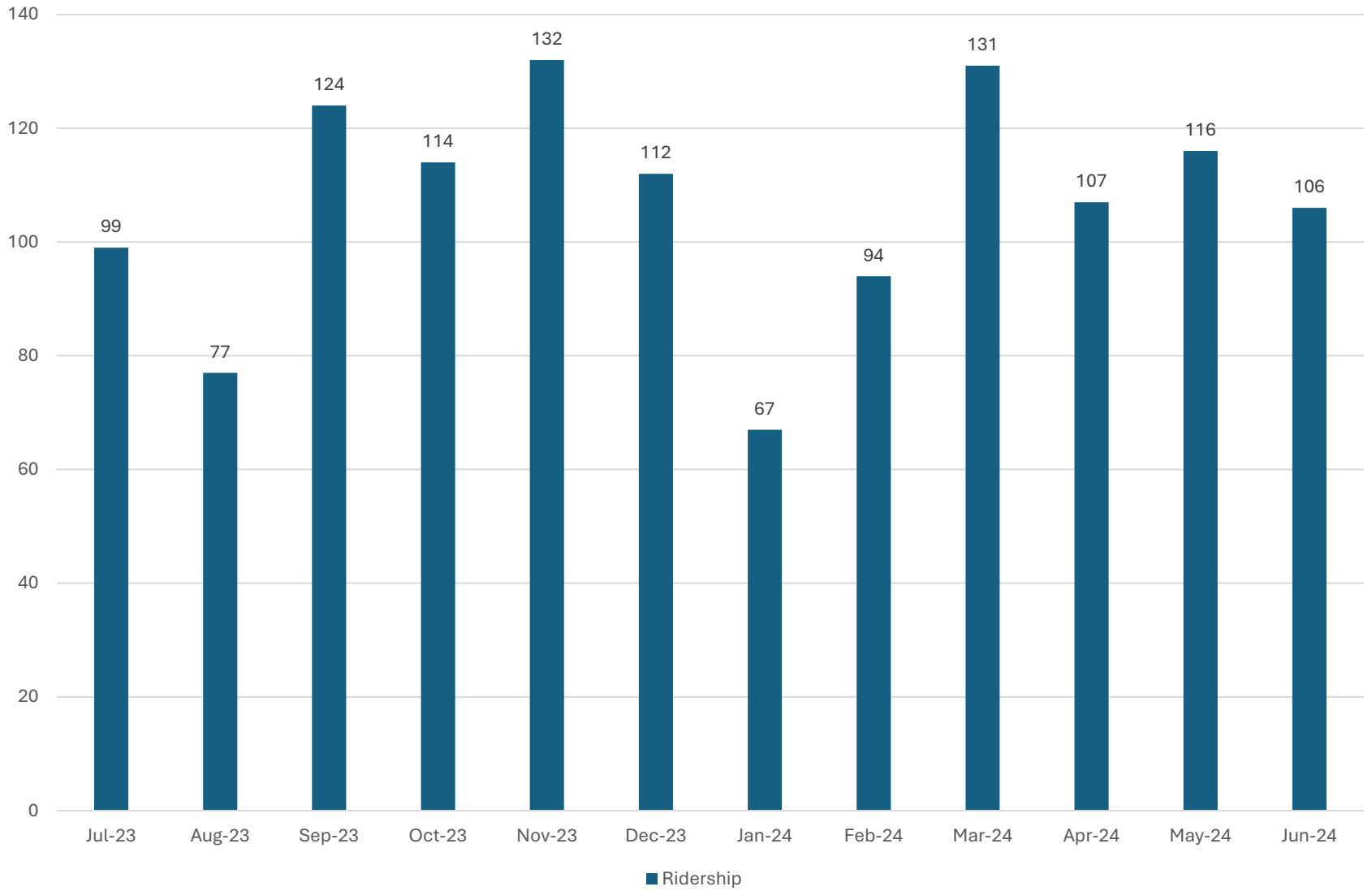
Saturday Service 2023	# of Hours	Days Per Year	TransDev Hourly Rate	Contract Cost	Average Maintenance and Fuel Costs / HR	Total Contract Rate Cost	Total Service Cost By Hour
99x	810	54	\$ 96.47	\$ 78,140.70	\$ 12,858.64	\$ 78,140.70	\$ 90,999.34
Demand Response	540	54	\$ 96.47	\$ 52,093.80	\$ 12,858.64	\$ 52,093.80	\$ 64,952.44
					\$ 25,717.28		
Total						\$ 130,234.50	\$ 155,951.78

Saturday Service 2024							
Fixed Route	795	53	\$ 99.77	\$ 79,317.15	\$ 12,858.64	\$ 79,317.15	\$ 92,175.79
Demand Response	530	53	\$ 99.77	\$ 52,878.10	\$ 12,858.64	\$ 52,878.10	\$ 65,736.74
					\$ 25,717.28		
Total						\$ 132,195.25	\$ 157,912.53

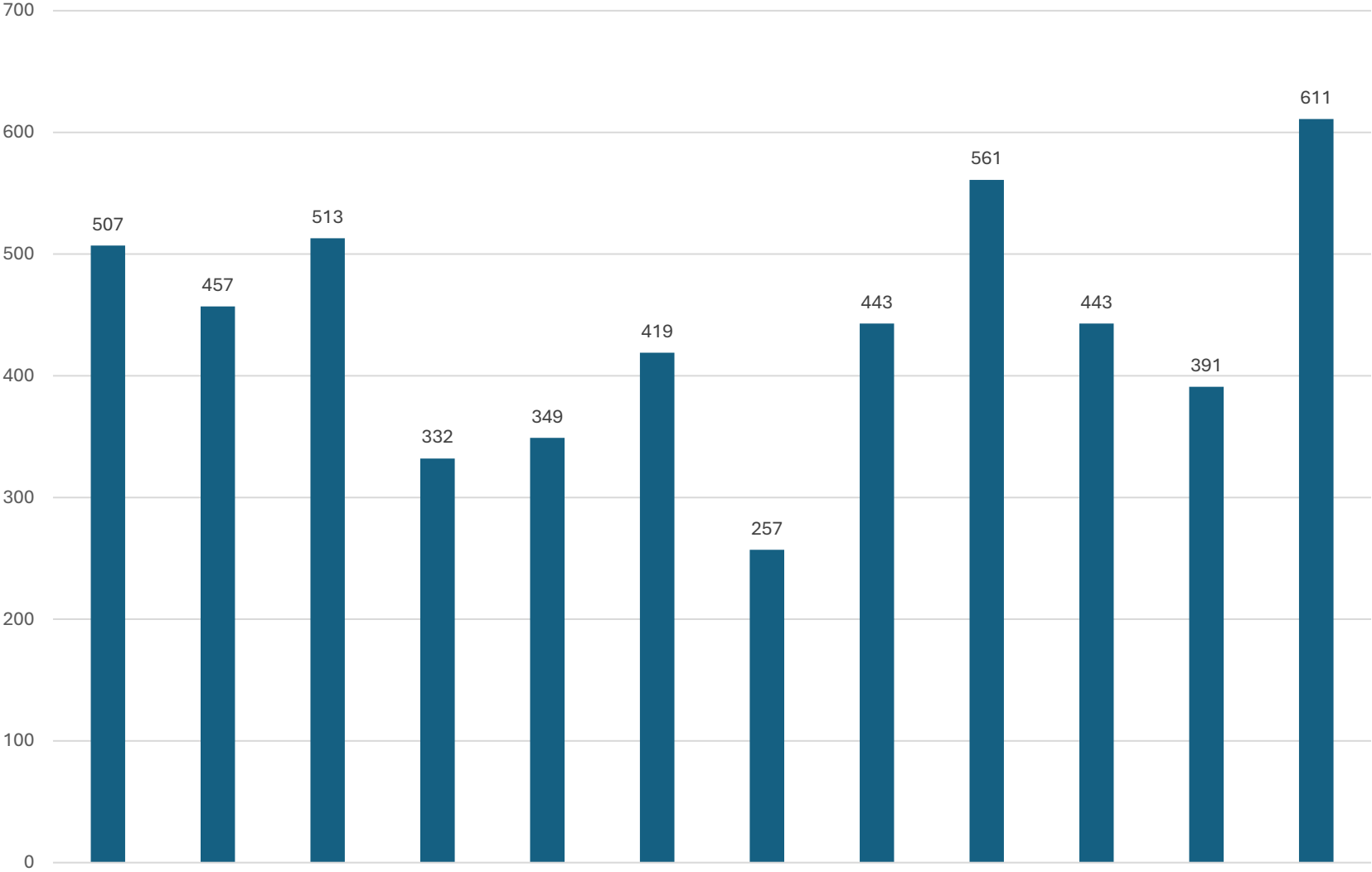
Maintenance / Fuel Per Vehicle Mile	276016	\$ 381,760.00	\$ 1.38
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Maintenance / Fuel Per Vehicle Hour Last Year	23603	\$ 381,760.00	\$ 16.17
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Dial-A-Ride Saturday Ridership



99X Saturday Ridership



■ Ridership

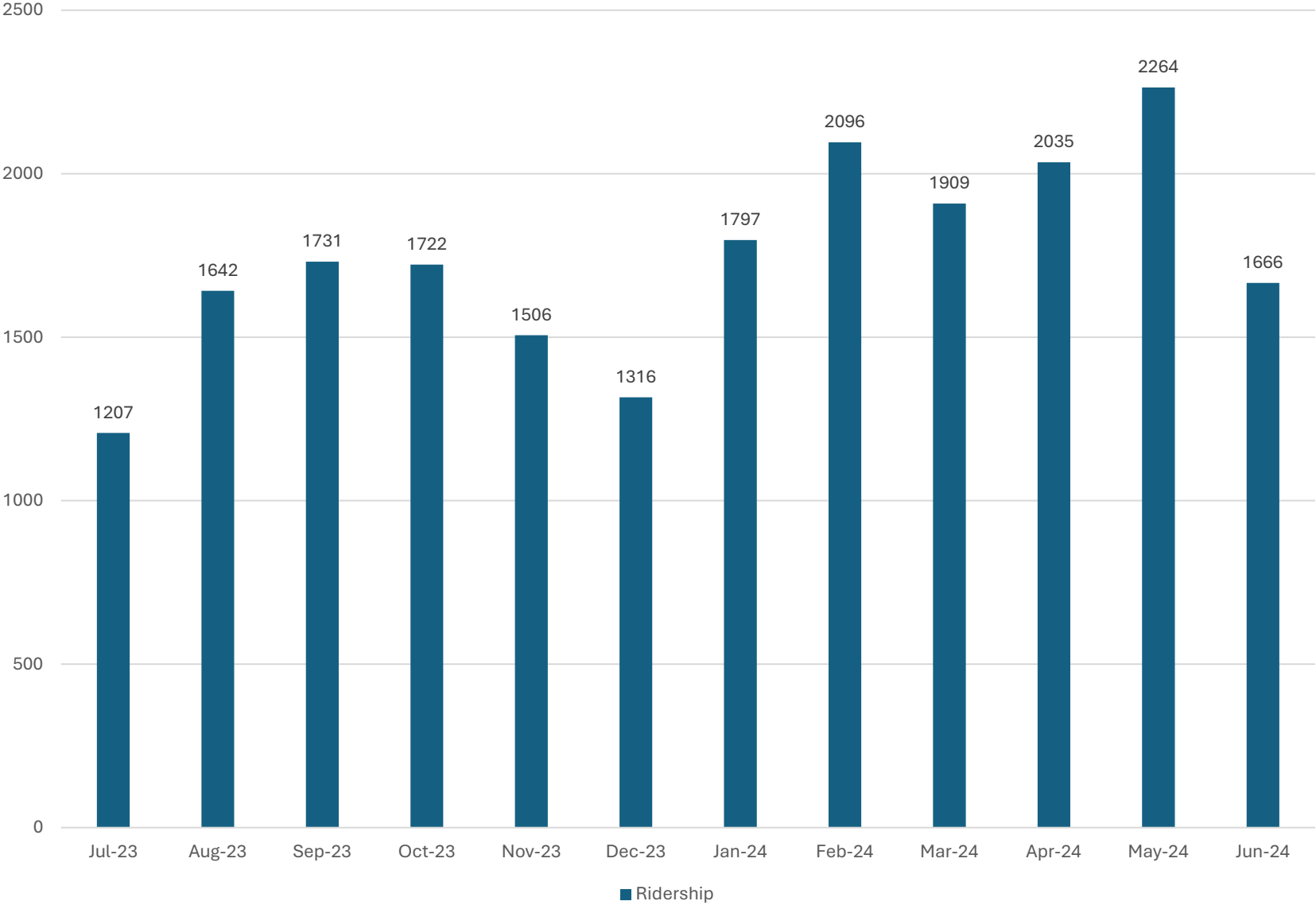
Loop 2026	# of Hours	Days Per Year	TransDev Cost	Contract Cost	Average Maintenance and Fuel Costs / HR	Trans Dev only Cost	Total Service Cost By Hour
Loop	3708	256	\$ 96.47	\$ 357,710.76	\$ 59,974.63	\$ 357,710.76	\$ 417,685.39
Total						\$ 357,710.76	\$ 417,685.39

Loop 2027	# of Hours	Days Per Year	TransDev Cost	Contract Cost	Average Maintenance and Fuel Costs / HR	Trans Dev only Cost	Total Service Cost By Hour
Loop	3708	256	\$ 99.77	\$ 369,947.16	\$ 59,974.63	\$ 369,947.16	\$ 429,921.79
Total						\$ 369,947.16	\$ 429,921.79

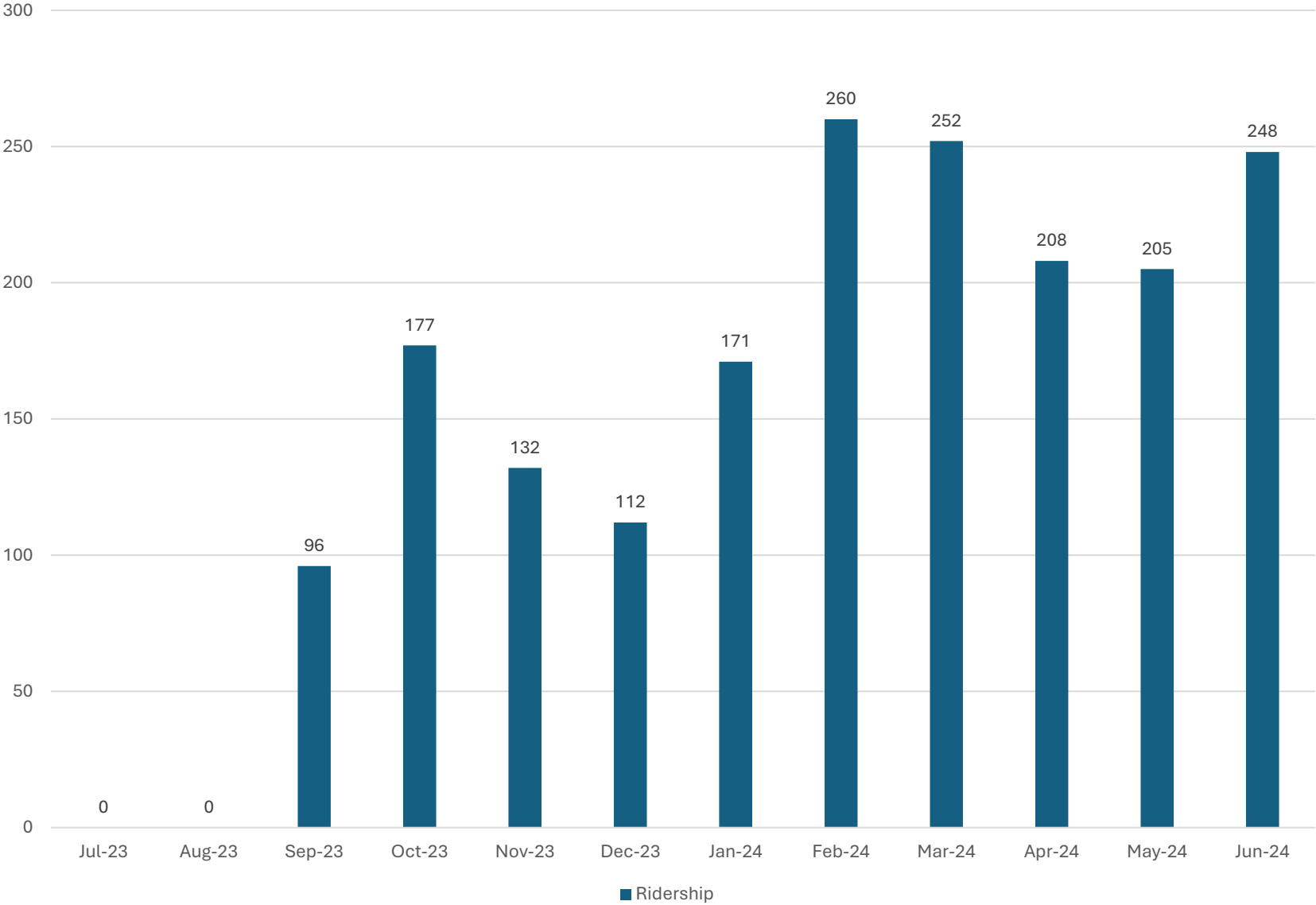
Maintenance / Fuel Per Vehicle Mile	276016	\$ 381,760.00	\$ 1.38
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Maintenance / Fuel Per Vehicle Hour Last Year	23603	\$ 381,760.00	\$ 16.17
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Canby Loop Weekday Ridership



Canby Loop Saturday Ridership



STIF Project Costs	25-26	26-27
Weekend Service Cost	\$ 155,951.78	\$ 157,912.53
Circulator Cost	\$ 417,685.39	\$ 429,921.79
Total Services	\$ 573,637.17	\$ 587,834.32
STIF Estimates	\$ 348,038.00	\$ 365,625.00
Money Short	\$ (225,599.17)	\$ (222,209.32)
Carry Over	\$ 100,000.00	\$ 100,000.00
	\$ -	\$ -
	\$ (125,599.17)	\$ (122,209.32)
Total After Carry Over	\$ (125,599.17)	\$ (122,209.32)
	26	27
TriMet Estimated 2022 / 2023	\$ 348,038.00	\$ 365,625.00

Total Fiscal Year 2023-2024 Ridership
(DAR Saturday, 99X Saturday, Canby Loop Weekday and Saturday)

