

AGENDA

CANBY AREA TRANSIT ADVISORY COMMITTEE MEETING

January 23rd, 2025 - 6:00 PM

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

Zoom for Public View:

<https://us06web.zoom.us/j/85953612055?pwd=ba9LSxEwgL4s4ftc0mChaucjubYLTZ.1>

Meeting ID: 859 5361 2055

Passcode: 224237

1. CALL TO ORDER

a. Introductions

Stephanie Boyce

2. CONSENT AGENDA

a. Approval of Minutes from July 25th, 2024

Stephanie Boyce

b. Approval of Minutes from November 21st, 2024

Stephanie Boyce

3. PUBLIC INPUT

Open for Public Comment or Input

4. OLD BUSINESS

a. Transit Building Update

Todd Wood

b. Bus Shelter Project Update

Todd Wood

5. NEW BUSINESS

a. Operations Report

Heidi Muller

b. Transit Committee Member Update

Todd Wood

c. 5339 Vehicle Grant Update

Todd Wood

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

July 25, 2024

Presiding: Vice Chair Boyce

Committee Present: Nancy Muller, Stephanie Boyce

Committee Absent: Paul Waterman, AdriAnne Carlson (excused), Tyler Franke, Greg Perez

Staff Present: Todd Wood, Transit Director; Heidi Muller, Transit Coordinator

Others Present: None

CALL TO ORDER

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

CONSENT AGENDA

The Consent Agenda cannot be approved due to lack of quorum.

PUBLIC INPUT

There was no public comment.

OLD BUSINESS

- a. Transit Master Plan Update - Mr. Wood noted the draft of the plan is expected to come before the committee in September and the City Council in October. Ms. Muller said the Bridging Cultures event was successful in obtaining over 200 responses to the survey contribution to the report. More input opportunities will be conducted during upcoming events in the summer.
- b. Transit Building Update - Mr. Wood said the planning process is on schedule and presented a mockup of the concept plan to the group. Cost estimate is approximately \$10 million at this point. A NEPA study (National Environmental Policy Act) is needed prior to applying for grants and proceeding further in financial planning.

NEW BUSINESS

- a. Operations Report – Mr. Wood reported that due to staffing shortages in operations, TransDev General Manager Colin Carney was not able to attend the evening’s meeting. Ms. Muller provided ride statistics for Dial-A-Ride, 99X and Canby Loop in the packet presentation. Ridership overall is up 8% with the biggest increase coming from Canby Loop service.
- b. Intergovernmental Agreement (IGA) with Clackamas County – Ms. Muller reported that the Clackamas County DAR approached Canby to gauge interest in providing county funded service to a limited, defined area adjacent to Canby. The City Council has approved the idea and it will be considered by the County Commission next. Service hours will be the same as CAT’s existing service with exception of no service on Saturday.
- c. STIF Projects – Mr. Wood explained how funding is projected from the State, to TriMet and then onto the local transit agencies. Canby anticipates receiving funding from this source as follows: FY 2026 = \$348,000 FY 2027 \$365,000. Weekend 99X and all Canby Loop CAT services are funded from this source. At a future meeting, Mr. Wood will recommend TAC approve maintaining the current STIF funding purposes.

DISCUSSION ITEMS

The group discussed progress of the bus shelters being installed along Highway 99E.

ADJOURN

Vice-Chair Boyce adjourned the meeting at 6:58pm.

Prepared by: Melody Thompson

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

Weekday Ridership by Route or Service										December 2024	
	09-2023	09-2024	10-2023	10-2024	11-2023	11-2024	12-2023	12-2024	Year to Date 2023-2024	Year to Date 2024-2025	Percentage of Change
Fixed-Route											
Route 99X	4,192	4,317	4,500	5,225	4,280	4,058	3,574	3,824	16,546	17,424	5.31%
99X Route Complaints	3	3	-	2	1	1	2	2	6	8	33.33%
99X Route Preventable Accidents	-	-	-	-	-	-	-	1	-	1	#DIV/0!
99X Route rides per hour	5.54	5.60	5.31	5.92	5.19	5.31	4.52	4.75	5.14	5.40	4.96%
99X Route rides per mile	4.31	4.40	4.60	4.19	4.61	4.71	5.32	5.21	4.71	4.63	-1.75%
Canby Loop Route	1,731	1,900	1,722	2,166	1,506	1,854	1,316	1,686	6,275	7,606	21.21%
Canby Loop Route Complaints	-	1	1	1	-	-	1	2	2	4	100.00%
Canby Loop Preventable Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Canby Loop rides per hour	7.07	7.99	6.39	7.99	5.74	7.78	5.32	6.71	6.13	7.62	24.27%
Canby Loop rides per mile	2.06	1.88	2.28	1.88	2.47	1.94	2.73	2.24	2.39	1.99	-16.77%
Demand Response											
Dial-A-Ride (ADA)	705	764	779	885	818	793	655	884	2,957	3,326	12.48%
Dial-A-Ride (General Public)	126	71	134	73	135	66	95	82	490	292	-40.41%
Denied Trips (ADA)	-	-	-	57	-	-	-	-	-	57	#DIV/0!
Denied Trips (General Public)	34	-	19	4	6	1	7	1	66	6	-90.91%
Same Day Rides	15	8	11	5	3	12	16	18	45	43	-4.44%
Same Day Cancelations	101	109	107	129	114	104	77	100	399	442	10.78%
No Shows	25	44	24	36	26	32	30	38	105	150	42.86%
DAR Complaints	-	1	-	-	-	2	-	-	-	3	#DIV/0!
DAR Preventable Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
DAR rides per hour	2.50	2.39	2.45	2.52	2.38	2.49	2.16	2.57	2.37	2.49	5.06%
DAR rides per mile	0.24	0.18	0.20	0.19	0.23	0.19	0.24	0.21	0.23	0.19	-15.38%
Totals											
Total 99X-Route	4,192	4,317	4,500	5,225	4,280	4,058	3,574	3,824	16,546	17,424	5.31%
Total City Circulator Route	1,731	1,900	1,722	2,166	1,506	1,854	1,316	1,686	6,275	7,606	21.21%
Total Demand Response	831	835	913	958	953	859	750	966	3,447	3,618	4.96%
Total - All Rides	6,754	7,052	7,135	8,349	6,739	6,771	5,640	6,476	26,268	28,648	9.06%

Weekend Ridership by Route or Service										December 2024	
	09-2023	09-2024	10-2023	10-2024	11-2023	11-2024	12-2023	12-2024	Year to Date 2023-2024	Year to Date 2024-2025	Percentage of Change
Fixed-Route											
Route 99X	513	543	332	535	349	628	419	428	1,613	2,134	32.30%
99X Route Complaints	-	-	-	-	-	-	-	-	-	-	#DIV/0!
99X Route Preventable Accidents	-	-	-	-	-	1	-	-	-	1	#DIV/0!
99X Route rides per hour	6.75	9.64	5.61	9.64	4.99	8.60	4.80	7.42	5.54	8.83	59.37%
99X Route rides per mile	3.13	2.35	3.87	2.35	3.82	2.54	3.84	12.46	3.67	4.93	34.38%
Canby Loop Route	96	175	177	211	181	239	247	184	701	809	15.41%
Canby Loop Route Complaints	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Canby Loop Preventable Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Canby Loop rides per hour	2.87	3.69	3.61	3.69	3.26	4.03	4.03	4.19	3.44	3.90	13.29%
Canby Loop rides per mile	5.11	4.10	4.05	4.10	3.98	3.77	3.63	3.93	4.19	3.98	-5.19%
Demand Response											
Dial-A-Ride (ADA)	118	95	104	101	125	142	108	107	455	445	-2.20%
Dial-A-Ride (General Public)	6	18	10	10	7	23	4	7	27	58	114.81%
Denied Trips (ADA)	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Denied Trips (General Public)	2	-	-	4	-	-	-	-	2	4	100.00%
Same Day Rides	-	-	-	-	-	3	-	2	-	5	#DIV/0!
Same Day Cancelations	7	10	10	16	9	20	12	19	38	65	71.05%
No Shows	1	1	3	10	6	10	7	5	17	26	52.94%
DAR Complaints	-	-	-	-	-	-	-	-	-	-	#DIV/0!
DAR Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
DAR rides per hour	2.93	2.74	2.79	2.25	2.94	2.25	2.53	2.11	2.80	2.34	-16.44%
DAR rides per mile	0.43	0.35	0.39	0.25	0.42	0.26	0.32	0.29	0.39	0.29	-26.28%
Totals											
Total 99X-Route	513	543	332	535	349	628	419	428	1,613	2,134	32.30%
Total City Circulator Route	96	175	177	211	181	239	247	184	701	809	15.41%
Total Demand Response	124	113	114	111	132	165	112	114	482	503	4.36%
Total - All Rides	733	831	623	857	662	1,032	778	726	2,796	3,446	23.25%

Overall Ridership by Route or Service										December 2024	
	09-2023	09-2024	10-2023	10-2024	11-2023	11-2024	12-2023	12-2024	Year to Date 2023-2024	Year to Date 2024-2025	Percentage of Change
Fixed-Route											
Route 99X	4,705	4,860	4,832	5,760	4,629	4,686	3,993	4,252	18,159	19,558	7.70%
Fixed Route Complaints	3	3	-	2	1	1	2	2	6	8	33.33%
Fixed Route Accidents	-	-	-	-	-	1	-	1	-	2	#DIV/0!
Fixed-Route rides per hour	12	15	11	16	10	14	9	12	10.68	14.22	33.18%
Fixed-Route rides per mile	7	7	8	7	8	7	9	18	8.38	9.55	14.06%
Canby Loop Route	1,827	2,075	1,899	2,377	1,687	2,093	1,563	1,870	6,976	8,415	20.63%
Canby Loop Route Complaints	-	1	1	1	-	-	1	2	2	4	100.00%
Canby Loop Preventable Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Canby Loop rides per hour	10	12	10	12	9	12	9	11	9.57	11.52	20.32%
Canby Loop rides per mile	7	6	6	6	6	6	6	6	6.58	5.96	-9.39%
Demand Response											
Dial-A-Ride (ADA)	823	859	883	986	943	935	763	991	3,412	3,771	10.52%
Dial-A-Ride (General Public)	132	89	144	83	142	89	99	89	517	350	-32.30%
Denied Trips (ADA)	-	-	-	57	-	-	-	-	-	57	#DIV/0!
Denied Trips (General Public)	36	-	19	8	6	1	7	1	68	10	-85.29%
Same Day Rides	15	8	11	5	3	15	16	20	45	48	6.67%
Same Day Cancelations	108	119	117	145	123	124	89	119	437	507	16.02%
No Shows	26	45	27	46	32	42	37	43	122	176	44.26%
DAR Complaints	-	1	-	-	-	2	-	-	-	3	100.00%
DAR Accidents	-	-	-	-	-	-	-	-	-	-	#DIV/0!
DAR rides per hour	5	5	5	5	5	5	5	5	5.17	4.83	-6.58%
DAR rides per mile	1	1	1	0	1	0	1	1	0.62	0.48	-22.27%
Totals											
Total 99X-Route	4,705	4,860	4,832	5,760	4,629	4,686	3,993	4,252	18,159	19,558	7.70%
Total City Circulator Route	1,827	2,075	1,899	2,377	1,687	2,093	1,563	1,870	6,976	8,415	20.63%
Total Demand Response	955	948	1,027	1,069	1,085	1,024	862	1,080	3,929	4,121	4.89%
Total - All Rides	7,487	7,883	7,758	9,206	7,401	7,803	6,418	7,202	29,064	32,094	10.43%