

TRANSIT ADVISORY COMMITTEE

January 28, 2021

Presiding: Vice Chair Alex Vice

Committee Present: Matt Olsen, Paul Waterman, and Warren Holzem

Committee Absent: Carol Luce and Elizabeth Chapin

Staff Present: Todd Wood, David Thorndike, and Heidi Muller

Others Present: Kathleen McClaskey, Woodburn Transit Director; Scott Archer, City Administrator; and Sarah Spoon, Council liaison

CALL TO ORDER: Vice Chair Vice called the meeting to order at 6:03 p.m. via Zoom.

Scott Archer, City Administrator, introduced himself to the Committee.

CONSENT AGENDA:

Committee Member Olson moved to approve the August 20 and November 19, 2020 minutes. The motion was seconded by Committee Member Waterman and passed 4-0.

OLD BUSINESS:

- A. Operations Report: David Thorndike, MV General Manager, reported that weekday service ridership on the 99X year to date was 15,368 which was down 32% over last year. He thought that was due to the pandemic and not running the shopper shuttle for quite a while. The fixed route rider per hour was at 4.86 which was down 30.51% but ridership per hour was up 46% over last year. The Dial-a-Ride ADA service on weekdays to date was 1,624 which was down 59% and the General Public Dial-a-Ride service was 548 which was down 42%. Same day rides was at 253 which was down almost 42%. The shopper shuttle was down 60.35% at 477. Same day cancellations were at 239 which was down 62%. No shows were at 57 which was down 69.2%. Dial-a-Ride per hour was 1.75 which was down 32% and Dial-a-Ride per mile was 0.19 which was down 10.59%. Total demand response was 2,177 which was down 56.15% and total rides was 17,540 which was down 36%. For weekend ridership, the 99X total ridership was 1,253 which was down 15% over last year. The fixed route rides per hour was 9.47 which was down 17.26% and rides per hour per mile was 8.87 which was up 16.48%. Dial-a-Ride ADA for weekend service was 143 which was down 47.62% and General Public Dial-a-Ride for weekend service was 38 which was down 22.45%. Same day rides were at 29 which was down 25.64%. Same day cancellations were at 28 which was

down 45% and no shows were at 6 which was up 50%. Dial-a-Ride per hour was 2.71 which was down 41.91% and Dial-a-Ride per mile was .76 which was an increase of 14.29%. Total Dial-A-Ride weekend ridership was 1,434 which was down 20.38%. There had been two accidents this year, but no injuries. A new road supervisor would be starting service tomorrow.

- B. Bi Monthly Report: Todd Wood, Transit Director, said he was hoping ridership numbers would go back up as more people received the vaccine. He did expect lower ridership through 2021. They had been able to keep more drivers working and doing cleaning duties during the loss of ridership. They were increasing in efficiency and getting more rides per hour for Dial-a-Ride. He was still reviewing the new transit office building and locations and he was about to release an RFP for a new transit operations contractor. He asked that one member of the Committee be on the review committee for the bids.
- C. Continued Response to COVID-19: Mr. Wood said they were continuing to clean vehicles and facilities every four hours. Buses would remain fare free for now. They were able to get some grant funds to help with the revenue lost from fares. He had also applied for grant funds for the next biennium. It looked like the grants would remain at existing levels. The payroll tax was low, but not as low as expected.

CITIZEN INPUT: None

NEW BUSINESS:

A. City Circulator Planning: Mr. Wood thought the circulator would be able to start this fall. He asked for the Committee's preference for running the circulator, either 12 hours per day, 5 days per week or 10 hours per day, 6 days per week. Staff recommended 12 hours per day, 5 days per week.

There was consensus to move forward with staff's recommendation.

Mr. Wood said they could run the routes in half hour blocks or hour blocks. If it was in hour blocks, more of the City could be covered, both the north and south sides, and in half hour blocks the service could be more frequent but would run on the south side only. Staff recommended half hour blocks. He discussed possible routes for both half hour and hour blocks.

There was discussion regarding looking into the Industrial Park stops and hours of service to work with their shift times, possible routes on the south side, early morning

start at 5:30 a.m., possibly splitting up the bus service to have longer days, and making sure to access downtown and the Fairgrounds.

Mr. Wood would look into the shift schedules and route options for half hour blocks on the south side of town. They also planned to send out a survey to get community input. He asked for suggestions on what should be included in the survey.

The questions to include were: would they use the circulator, times they would use it, and common destinations.

It was suggested that they send surveys to those who did not live in Canby but worked here and to work with the Industrial Park businesses to distribute surveys to employees.

Mr. Wood said they would send the survey out in February. Copies would be sent to the Committee to help distribute. It would be translated into Spanish as well.

Heidi Muller, Transit Coordinator, explained how the survey would be created and then distributed on social media. She would also be taking the surveys to riders on the buses and going to businesses and stores. It was suggested that paper surveys should be distributed to the Canby Center, Adult Center, and assisted living facilities.

Mr. Wood said there were three openings on the Committee and encouraged the Committee to recruit people to apply.

DISCUSSION ITEMS: None

The next meeting would be held on March 25 at 6:00 p.m.

ADJOURN:

Meeting adjourned at 6:44 p.m.

Assisted with Preparation of Minutes – Susan Wood