

AGENDA

CANBY AREA TRANSIT ADVISORY COMMITTEE MEETING

November 19, 2020 - 6:00 PM

Virtual Meeting:

Zoom Meeting

<https://zoom.us/j/97735228264>

Meeting ID: 977 3522 8264

Passcode: 292328

or Dial

+1 253 215 8782

Canby, OR 97013

1. CALL TO ORDER

- a. Introductions

Carol Luce

2. CONSENT AGENDA

- a. Approval of August minutes

Carol Luce

3. OLD BUSINESS

- a. Operations Report
- b. Bi Monthly Report
- c. STIF application update
- d. Continued Response to COVID-19

David Thorndike
Todd M. Wood
Todd M. Wood
Todd M. Wood

4. CITIZEN INPUT

5. NEW BUSINESS

- a. New Cares Grant Award
- b. Final STIF Project
- c. City Circulator

Todd M. Wood
Todd M. Wood
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

August 20, 2020

Presiding: Co-Chair Elizabeth Chapin

Committee Present: Carol Luce, Alex Vice, Warren Holzem, and Matt Olsen

Committee Absent: Paul Waterman

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

Others Present: James Hieb and Sarah Spoon, Council liaison

CALL TO ORDER: Co-Chair Chapin called the meeting to order at 6:05 p.m. via Zoom. Everyone introduced themselves.

CONSENT AGENDA:

Committee Member Luce made a motion to approve the January 23, 2020 minutes as written. Motion seconded by Committee Member Olson and passed 5-0.

OLD BUSINESS:

- A. Operations Report: David Thorndike, MV General Manager, reported on an accident in June where a bus was rear ended while stopping at the railroad tracks. Ridership had decreased due to Covid and social distancing, but it was picking back up. There was a new Road Supervisor who was doing an excellent job. Buses, the office, and Transit Center were being sanitized on a regular basis.
- B. Saturday Service Update: Mr. Thorndike said ridership for Saturday service was still up and had not seen a decrease with the pandemic. Dial-A-Ride on Saturdays had been fluctuating where some Saturdays there were many rides and others where it was extremely low.

C. Chair/Vice Chair Nominations and Appointment:

Mr. Wood clarified that these would be two year terms.

Carol Luce was approved by a 5-0 vote to be the new Chair. Alex Vice was approved by a 5-0 vote to be the new Vice Chair.

- D. Bi Monthly Report: Todd Wood, Transit Director, said COVID-19 had impacted both the 99X fixed route and the Dial-A-Ride service. The fixed route was slowly increasing. It never went below 50%. However, Dial-A-Ride ridership was down

by 80%. It was slowly creeping back up. The good news was that people were staying home and staying safe. He had submitted two grants to purchase five new buses. Two would replace existing buses, another would be a Gillig for the 99X fixed route, and two buses would be used for the anticipated circulator route. They would also be receiving CARES Act funds to help with operations which would help shore up the gap from lost payroll tax and other grant funding.

- E. Committee Member Responsibilities: Mr. Wood said the City Recorder had sent the Committee information about their responsibilities.

Committee Member Olson announced he would be leaving at the end of his term in February 2021.

CITIZEN INPUT: James Hieb, Canby resident, said he had applied to the Committee but had not heard back. Mr. Wood said there was one opening on the Committee currently and another would open in February. He could set up an interview with the Chair and Councilor Spoon.

Mr. Hieb asked about the services offered by CAT. Mr. Wood explained the services.

NEW BUSINESS:

A. Response to COVID-19: Mr. Wood stated Governor Brown had done a good job in making funds available to help through the pandemic. No service had been lost because of the pandemic. Staff was sanitizing buses, the office, and Transit Center throughout the day. Passenger seating had been reduced by 50% to comply with distancing protocols. Drivers were to wear masks at all times and all passengers had to wear masks or face coverings. Masks were available from the drivers. All buses had been equipped with shields that protected the driver from people boarding and de-boarding. Salem, Molalla, Wilsonville, and Canby were currently fare free. Once the other entities reestablished fares, Canby would do the same.

B. State Transportation Improvement Projects: Mr. Wood explained STIF was the State Transportation Improvement Fund paid by all employees in Oregon. Canby's portion was distributed to them by Tri-Met and they had to tell the State and Tri-Met what the funds would be used for. In the last round, Canby had said they wanted to use it for Saturday service, preparations for a city circulator, and technology improvements. Saturday service started in September 2019 and had been successful. Two buses were on order for the circulator, but he would not be able to spend any money on technology due to a loss in revenues because of Covid. They needed to discuss what they wanted to do for the next round of funding. He would have to submit the projects to Tri-Met in September. All the

services and projects needed to be listed, even if there might not be enough money for them, otherwise they could not happen. He reviewed the options which included continuing the Saturday service, adding Sunday service, adding a local circulator route, and upgrading technology. He anticipated there would be less funding through STIF than previous years, but he thought there would be more funding available through the local payroll tax. He thought it was possible by the time they reached 2023 that there would be enough funding to begin the circulator.

Committee Member Luce said a survey was done a few years ago to see what the public and riders wanted. She thought if they did a circulator, it should not only serve one side of town.

Mr. Wood said he had looked at the survey and people said the top priority was Saturday service and then Sunday service. He did not think with Covid that a survey would be successful at this time. They could put the circulator project on the list and then look into how it could serve both sides of town.

Ms. Muller said the past circulator ran every hour on both sides of town with two buses going opposite directions. It was very expensive and that was why it was shut down.

Mr. Wood said the current contractor cost was \$65 per hour and they would also have to consider the wear and tear on the buses and gas costs. He did not know if they would be able to financially support both sides of town at this time. They might have to start smaller and then expand as the City grew. The Committee needed to determine that after using some of the funds to maintain Saturday service if the next project they wanted to fund was a circulator or Sunday service. They could not do both.

There was discussion regarding a circulator vs. Sunday service.

Committee Member Olson was in favor of a circulator especially from a small business perspective and getting people to businesses in town.

Co-Chair Chapin noted a lot of businesses were closed on Sunday.

There was consensus to continue Saturday service, add the local circulator based on available funding, and upgrade technology also based on available funding.

C. Future Funding: Mr. Wood discussed the various funding sources used to operate CAT. The 5311 was their main grant. It was a rural transportation grant funded by federal gas tax dollars based on ridership and population. The 5310 was the elderly and disabled

fund also from federal gas tax dollars. It could only be used to serve those two populations. The Special Transportation Fund was funded by state gas tax, ID cards, and cigarette tax. In Fiscal Year 2023-24 it would be blended with the STIF fund which meant a decrease in the funding. Before Covid it was going to be a 4% decrease. The State Transportation Improvement Fund was funded by employees through payroll tax. They were estimating due to Covid, they would lose 20% of that this year, 10% next year, and 5% the year after. There was also a local payroll tax of .006% or \$6 per every \$1,000 of payroll. This was also down due to Covid. There was money in reserves for future projects that could be used instead to cover any shortfalls. However, if things got worse or continued long term, there might be a funding loss.

DISCUSSION ITEMS: Ms. Muller said this was her last meeting as she was retiring. She had enjoyed her time with CAT.

The next meeting would be held on November 19 at 6:00 p.m.

ADJOURN:

Meeting adjourned at 7:00 p.m.

Assisted with Preparation of Minutes – Susan Wood

Weekday Ridership by Route or Service										October 2020	
	7-2019	7-2020	8-2019	8-2020	9-2019	9-2020	10-2019	10-2020	Last Year to Date 2019-20	Current Year to Date 2020-21	Percentage of Change
Fixed-Route											
Route 99X	5,900	4,413	6,263	4,042	5,613	3,650	7,046	4,185	24,822	16,290	-34.37%
Fixed Route Complaints	3	-	1	2	-	1	1	1	5	4	
Fixed Route Accidents	1	-	1	-	-	-	-	1	2	1	
Fixed-Route rides per hour	7.24	5.18	7.53	5.23	7.52	4.63	8.18	5.19	7.62	5.06	-33.61%
Fixed-Route rides per mile	2.97	4.17	2.81	4.16	2.86	4.60	2.62	4.22	2.82	4.29	52.31%
Demand Response											
Dial-A-Ride (ADA)	1,007	395	1,098	375	1,026	369	1,098	469	4,229	1,608	-61.98%
Dial-A-Ride (General Public)	306	196	293	148	193	120	283	160	1,075	624	-41.95%
Same Day Rides	128	69	116	28	97	52	125	69	466	218	-53.22%
Shopping Shuttles	275	141	351	122	297	111	334	145	1,257	519	-58.71%
Same Day Cancellations	175	75	179	90	163	85	215	40	732	290	-60.38%
No Shows	38	12	47	16	46	15	54	19	185	62	-66.49%
DAR Complaints	1	-	-	-	1	-	1	-	3	-	
DAR Accidents	1	-	-	-	-	-	-	-	1	-	
DAR rides per hour	2.41	1.96	2.46	1.96	2.63	1.78	2.58	1.84	2.52	1.89	-25.20%
DAR rides per mile	0.25	0.22	0.20	0.21	0.21	0.19	0.21	0.19	0.22	0.20	-6.90%
Totals											
Total Fixed-Route	5,900	4,413	6,263	4,042	5,613	3,650	7,046	4,185	24,822	16,290	-34.37%
Total Demand Response	1,313	591	1,391	523	1,219	489	1,381	629	5,304	2,232	-57.92%
Total - All Rides	7,213	5,004	7,654	4,565	6,832	4,139	8,427	4,814	30,126	18,522	-38.52%

Weekend Ridership by Route or Service										October 2020	
	7-2019	7-2020	8-2019	8-2020	9-2019	9-2020	10-2019	10/2020	Last Year to Date 2019-20	Current Year to Date 2020-21	Percentage of Change
Fixed-Route											
Route 99X	-	230	-	371	352	262	408	389	760	1,252	64.74%
Fixed Route Complaints	-	-	-	1	-	-	-	-	-	1	
Fixed Route Accidents	-	-	-	-	-	-	-	-	-	-	
Fixed-Route rides per hour	-	6.32	-	4.89	5.79	4.30	6.73	4.93	3.13	5.11	63.26%
Fixed-Route rides per mile	-	4.21	-	4.36	3.67	4.93	3.15	4.18	1.71	4.42	159.24%
Demand Response											
Dial-A-Ride (ADA)	-	23	-	43	79	20	57	47	136	133	-2.21%
Dial-A-Ride (General Public)	-	7	-	12	8	8	6	13	14	40	185.71%
Same Day Rides	-	2	-	10	8	6	6	10	14	28	100.00%
Shopping Shuttles	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Same Day Cancelations	-	2	-	11	13	6	16	11	29	30	3.45%
No Shows	-	-	-	3	1	1	-	2	1	6	500.00%
DAR Complaints	-	-	-	-	-	-	-	-	-	-	
DAR Accidents	-	-	-	-	-	-	-	-	-	-	
DAR rides per hour	-	1.36	-	1.72	1.92	1.05	2.75	1.30	1.17	1.36	16.27%
DAR rides per mile	-	0.13	-	0.19	0.34	0.19	0.32	0.17	0.17	0.17	3.03%
Totals											
Total Fixed-Route	-	230	-	371	-	262	408	389	408	1,252	206.86%
Total Demand Response	-	30	-	55	-	28	63	60	63	173	174.60%
Total - All Rides	-	260	-	426	-	290	471	449	-	1,425	#DIV/0!

Overall Ridership by Route or Service

October 2020

	7-2018	7-2019	8-2018	8-2019	9-2018	9-2019	10-2019	10-2020	Last Year to Date 2019-20	Current Year to Date 2020-21	Percentage of Change
Fixed-Route											
Route 99X	5,900	4,643	6,263	4,413	5,965	3,912	7,454	4,574	25,582	17,542	-31.43%
Fixed Route Complaints	3	-	1	3	-	1	1	1	5	5	
Fixed Route Accidents	1	-	1	-	-	-	-	1	2	1	
Fixed-Route rides per hour	7.24	11.50	7.53	10.12	13.31	4.47	14.91	5.06	10.75	7.79	-27.55%
Fixed-Route rides per mile	2.97	8.38	2.81	8.52	6.53	4.77	5.77	4.20	4.52	6.47	43.06%
Demand Response											
Dial-A-Ride (ADA)	1,007	418	1,098	418	1,105	389	1,155	516	4,365	1,741	-60.11%
Dial-A-Ride (General Public)	306	203	293	160	201	128	289	173	1,089	664	-39.03%
Same Day Rides	128	71	116	38	105	58	131	79	480	246	-48.75%
Shopping Shuttles	275	141	351	122	297	111	334	145	1,257	519	-58.71%
Same Day Cancellations	175	77	179	101	176	91	231	51	761	320	-57.95%
No Shows	38	12	47	19	47	16	54	21	186	68	-63.44%
DAR Complaints	1	-	-	-	1	-	1	-	3	-	
DAR Accidents	1	-	-	-	-	-	-	-	1	-	
DAR rides per hour	2.41	3.32	2.46	3.68	4.55	1.42	5.33	1.57	3.69	2.50	-32.31%
DAR rides per mile	0.25	0.35	0.20	0.40	0.55	0.19	0.53	0.18	0.38	0.28	-26.80%
Totals											
Total Fixed-Route	5,900	4,643	6,263	4,413	5,965	3,912	7,454	4,574	25,582	17,542	-31.43%
Total Demand Response	1,313	621	1,391	578	1,306	517	1,444	689	5,454	2,405	-55.90%
Total - All Rides	7,213	5,264	7,654	4,991	7,271	4,429	8,898	5,263	31,036	19,947	-35.73%

Canby Area Transit

Saturday Service 2021/2022

Preliminary Analysis



TriMet STIF estimate for 2021: \$270,426
Carry over with No Tech: \$107,429
Carry over with Tech: \$53,429

Current MV Cost per hour: \$64.27
Estimate Cost per hour: \$65.88

Cost per hour = 1 in service driver hour



Cost of Saturday Service 2021: \$118,173

Remaining STIF: \$152,253

Estimated Cost of City Circulator: \$258,875

Estimated Shortfall: -\$106,622



How will shortfall get covered: -\$106,622

No tech carryover will fully cover: \$107,429

Tech carry over partial cover: \$53,429

Remaining Shortfall: - \$53,193

Shortfall covered by payroll tax

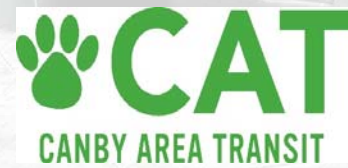


Circulator hour possibilities:

Estimated Cost of City Circulator: \$258,875

Monday through Friday 12 hours a day

Monday through Saturday 10 hours a day



Circulator Trip possibilities:

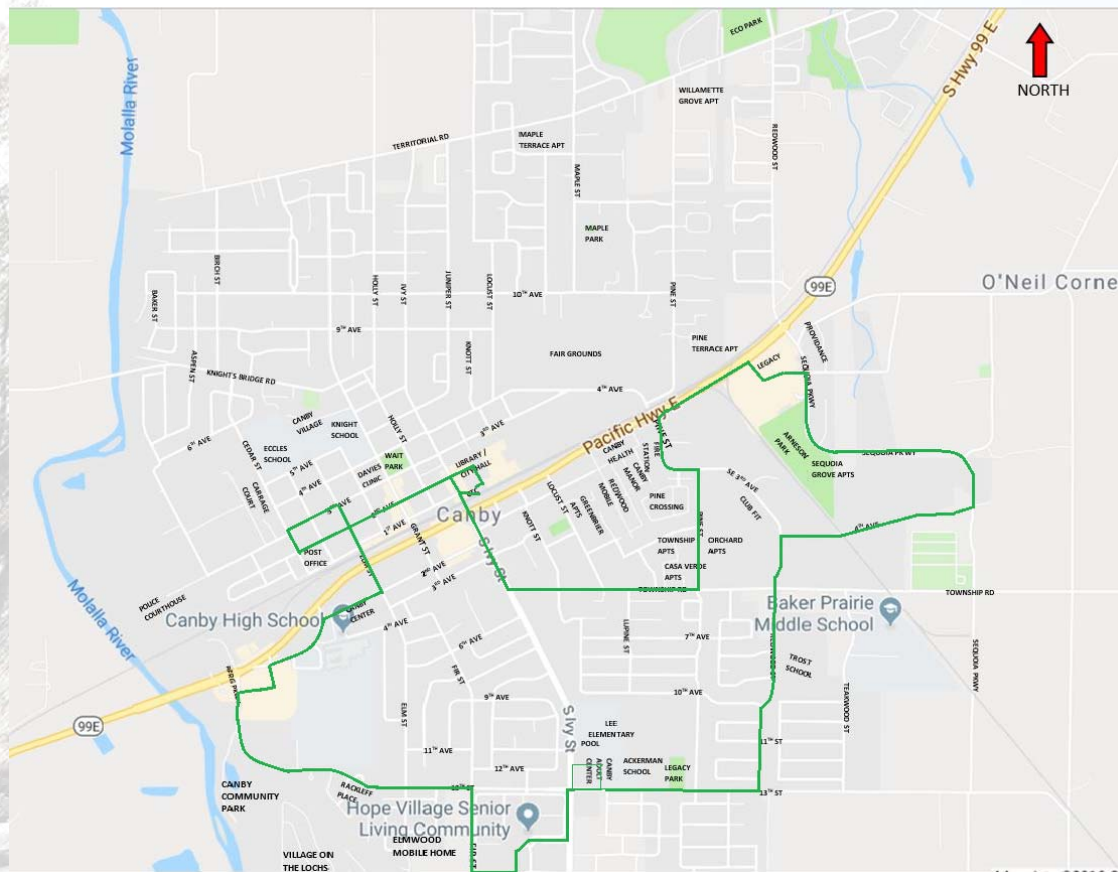
One hour service for 12 hours to cover north and south

½ hour service for 12 hours to cover a smaller area

A blend around 45 minute service



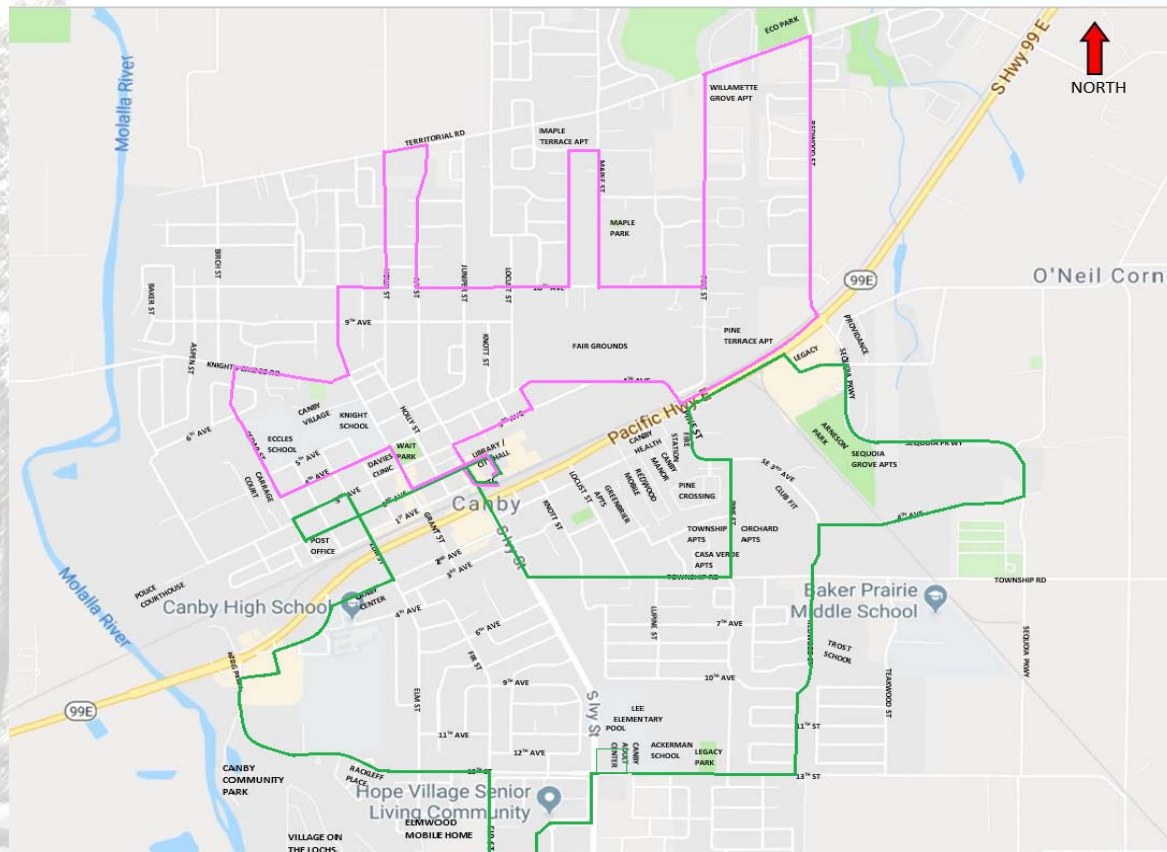
30 Minute (estimated) Circulator Option:



Would service the South side of Canby with stops to Safeway, Thriftway and Fred Meyer stores. Also a loop to the Post Office and Downtown.



60 Minute (estimated) Circulator Option:



Would service the North and South sides of Canby with stops to Safeway, Thriftway and Fred Meyer stores.

