



AGENDA

Transit Advisory Board Meeting

5:30 PM - Wednesday, December 18, 2019
Operations Center, 16610 Champion Way, Sandy,
OR 97055

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1. ROLL CALL	
1.1. Light Refreshments	
2. APPROVAL OF SEPTEMBER 2019 MINUTES & DECEMBER 2019 AGENDA	
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July 2019	
September 2019	
October 2019	
3. PUBLIC COMMENT	
4. NEW BUSINESS	
4.1 Operations Contract	
4.2 Bus Barn Contract	
4.3 TMP Timeline	
4.3.1 TMP Completion Timeline	
4.4 20th Anniversary	
4.5 New Buses	
4.5.1 New Wrap	
4.6 Updates to Municipal Code	
4.7 Tree Lighting	
4.8 STAR to SAM Rides	
4.1. 4.3.1 TMP Completion Timeline	
4.4 20th Anniversary	
4.5 New Buses	
4.5.1 New Wrap	
4.6 Updates to Municipal Code	
4.7 Tree Lighting	
4.8 STAR to SAM Rides	
5. OLD BUSINESS	
5.1. STF Update	

5.2. STIF

6. NEIGHBOR UPDATES

7. ADJOURN

7.1. Next Meeting
5:30 pm-7:00 pm
Wednesday, March 18,2020
Transit Operations Building
16610 Champion Way
Sandy, OR 97055



MINUTES

Transit Advisory Board Meeting

5:30 PM - Wednesday, September 18, 2019

Operations Center, 16610 Champion Way, Sandy, OR 97055

The Transit Advisory Board of the City of Sandy was called to order on Wednesday, September 18, 2019, at 5:30 PM, in the Operations Center, 16610 Champion Way, Sandy, OR 97055, with the following members present:

PRESENT: Board Member Heather Michet , Board Member Joseph Lowe, Board Member Caren Topliff, Board Member Roxy Tolva, Board Member Bernice Tynan, and Councilor Jan Lee

EXCUSED:

1. ROLL CALL

1.1. Light Refreshments

2. APPROVAL OF MARCH 2019 MINUTES AND SEPTEMBER 2019 AGENDA

2.1. Approved

2.2. Meeting Minutes

3. PUBLIC COMMENT

3.1.

None

4. NEW BUSINESS

4.1. Ridership Update-Ridership has been down, possibly due to issues with DoubleMap and/or drivers acclimating to the new digital process. The numbers are back up now, as drivers are taking a head count on paper and with DoubleMap. In January 2019, new STIF funding enabled us to add a couple of extra runs. A new evening run into Gresham that interlines with the last Express run, a new Estacada run which has made our Estacada ridership increase 90% and 2 evening runs for the Shopper Shuttle. Future STIF funding will be used toward an additional Estacada run.

4.2. Upcoming Events-The trolley was a big hit at the City of Sandy Community Rip City event. The trolley will also be at our annual Christmas tree lighting.

4.2.1 OTA Conference October 27-31 Seaside, OR

4.3. Surveys

We will be surveying November 6, 17 and 18 on both SAM and MHX. Volunteers are welcome.

4.4. ADA Fares

In compliance with federal fare policies, we will no longer be charging our qualified ADA customers STAR fares. The ADA rider must live within 3/4 mile of fixed route to qualify for free service.

4.5. Columbia Area Transit (CAT) has begun a new route that will enable people to ride from Hood river to Mount Hood Meadows.

5. OLD BUSINESS

5.1. TMP (Transit Master Plan)

The consultants have recommended a route that goes through Boring to the Clackamas Town Center. If STIF funding increases, we may be able to plan for a new route. This run will need to be in partnership with Clackamas County and TRIMET(who already offers service in the Clackamas area.)

5.2. STIF(State Transportaion Improvement Funds)

We received our first STIF payment in July. In addition to the new routes the funding enabled us to purchase new bus stop signs. Future projects include WIFI on the buses and a new bus shelter.

5.2.1 Computer Equipment Update STIF funding enabled us to buy new computer equipment for both City staff and RoyJoy. SAM will also purchase new scheduling software for dispatch and a Transit Tax program.

5.3. Bus Barns

A plan for the bus barns was submitted to the City Planning department and accepted. We should have our approval letter by September 27, 2019, allowing us to begin building. We are going to build Sandy Style.

5.4. Bus Wash

Staff had a meeting last Friday discussing the budget for the bus wash. The plan is to install an automatic bus wash. It may be possible to provide this automated service to other agencies, helping to defray the costs.

6. NEIGHBOR UPDATES

6.1.

NEIGHBOR UPDATES-With STIF money Clackamas county hired a new Transit Coordinator, Kristina Babcock. She will be handling most of the procurements. Kristina will also be working on the regional coordination projects. This includes local shuttle's around Milwaukie, Oregon City, West Linn & Tigard. Teresa will continue to be the lead contact in the Mt Hood Express, but Kristina will increasingly take a greater role. Clackamas and Sandy have further partnered their IGA by combining their fleets for an insurance discount.

7. ADJOURN

7.1. Move to adjourn the meeting by Jan. Seconded by Berniece and Caren. Meeting adjourned at 7:45 pm.

7.2. Next Meeting
Wednesday, December 18, 2019
5:30 pm - 7:00 pm
Operations Center
16610 Champions Way
Sandy, OR 97055



Chair, Heather Michet



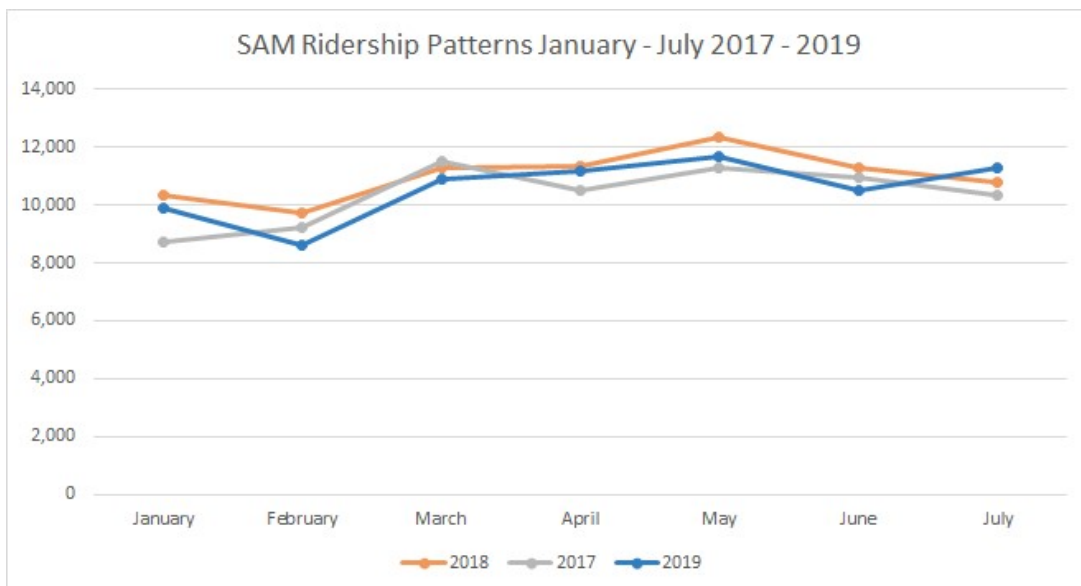
Chair, Joseph Lowe

In July Sandy staff participated in the Sandy Mountain Parade, taking home the first place ribbon in the civic vehicle category (again!). Staff and consultants with the Transit Master Plan also held a booth behind City Hall to survey the public regarding various future transit plans. We spoke with 140 people and gave them the ability to vote on four possible options.

The options were (in order most preferred):

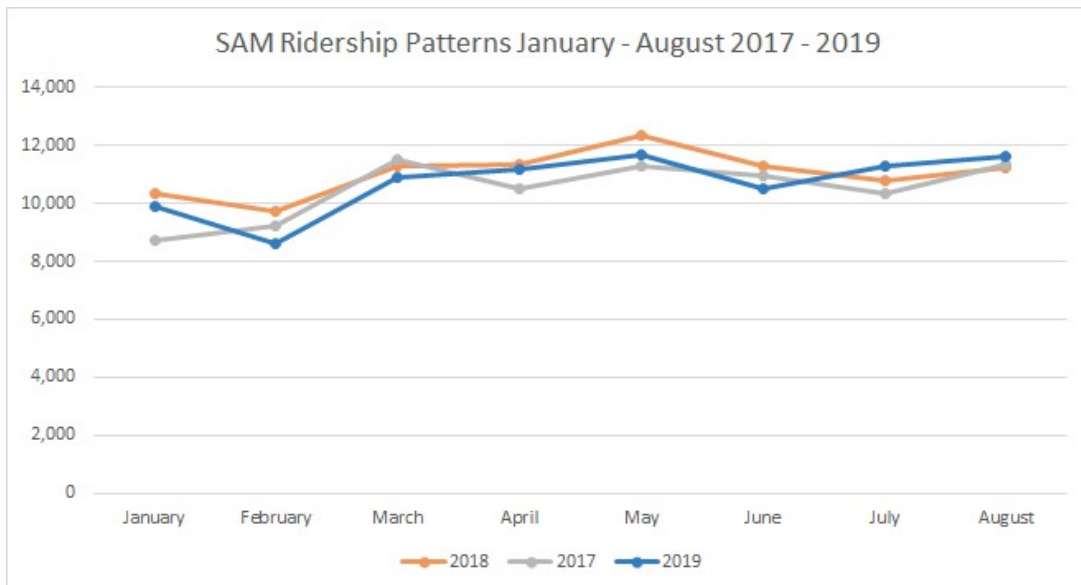
- Adding an express route through Boring and Damascus to Clackamas Town Center
- Adding more weekend service
- Investing in electric vehicles
- Adding service to Vista Apartments

SAM services provided 11,307 rides in total, an overall increase of 4.9% compared to July 2018. SAM Gresham provided 8,404 of those rides, a drop of 2.4%. SAM Estacada experienced an 83.9% increase. The Shopper Shuttle experienced a 52% increase with 914 rides in July. STAR experienced an 11% decrease, likely due to riders choosing the Shopper Shuttle. ED had a slight increase of 56 rides as compared to 52 rides in 2018.



SAM services provided 10,575 rides in total, an overall increase of 7.9% compared to September 2018. SAM Gresham provided 7,763 of those rides as compared to 7,617 in 2018.

SAM Estacada experienced an 116% increase, from 428 rides in September 2018 to 925 rides this September. The Shopper Shuttle experienced a 74.9% increase with 892 rides. STAR experienced a 22% decrease, likely due to riders choosing the Shopper Shuttle. ED had a decrease of 54%.



The second round of meetings with Sandy stakeholders for the Transit Master Plan are occurred in September. Outcomes from the public outreach events will posted on the Sandy Transit website soon. We are currently moving into the policy framework phase of the Plan.

Sandy staff represent rural transit on the Special Transportation Fund Advisory Committee (STFAC). This committee oversees the distribution of STF and 5310 funds. The committee is currently keeping up to date on the merger of the STF and STIF funds.

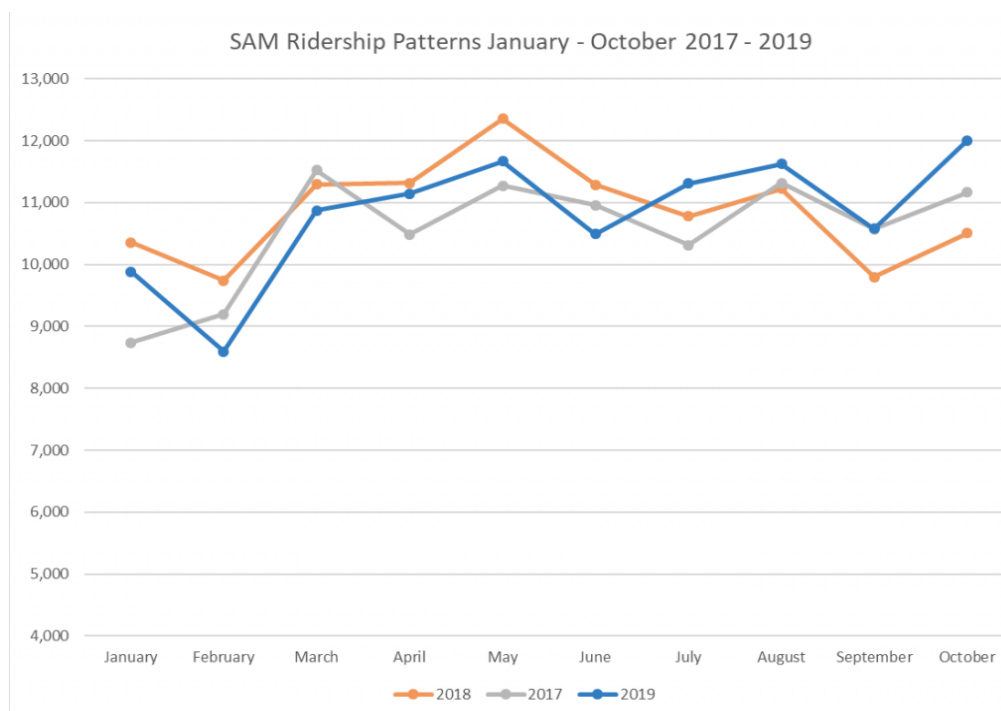
In September, the Northwest Women's Leadership Academy 2019 Cohort kicked off. Andi participated as a member of the academy in 2018 and currently serves on the Leadership and Steering Committees. It has been such a pleasure to give back to this great group in a supportive role.

Transit Staff Report – October 2019

Posted on [November 15, 2019](#) by [ahowell](#)

SAM services provided 12,008 rides in total, an overall increase of 14.3% compared to October 2018. SAM Gresham provided 8,485 of those rides as compared to 7,617 in 2018 (11.4% increase).

SAM Estacada experienced a 59.1% increase, from 648 rides in October 2018 to 1,031 rides this October. The Shopper Shuttle experienced an increase of 166% with 1,196 rides. STAR experienced a 4.1% decrease. ED had an increase of 10.5%.



In October, Transit staff published an RFP for new dispatch software, which will be funded with new STIF funds. The Department also secured 4 new computers and 6 computer monitors. All but 2 monitors were funded with the new STIF funding.

Also in October, Transit staff and Board members (6 total!) attended the Oregon Public Transportation Conference in Seaside, Or. The workshops were informative and of great quality. The conference focused on “Communication, Collaboration and Coordination”. Sandy was able to secure reimbursements from the State and other sources for all conference expenses. And, there was a costume dinner since it was Oct. 30th (Sandy staff were Communication, Collaboration and Coordination).



Clackamas County providers caucused during the Oregon conference and have selected Sandy staff member, Andi Howell, to represent rural Transit on the Region 1 Area Commission on Transportation (ACT). This is a great honor, as is being re-elected to serve on the Board for the Oregon Transit Association (OTA). South Clackamas Transit District Director, Tom Mills will represent Transit at C4 and Teresa Christopherson with the County will act as the C4 alternate. Andi Howell remains the Rural Transit Representative on the Special Transportation Fund (STF) Advisory Committee until fiscal year 2021.

In October, RoJoy Services, the SAM contractor, continued to experience a staffing shortage which caused SAM to miss providing rides for the Trick or Treat Trail event this year. We continue to work with RoJoy to address the shortage of drivers available.