

*City of Sandy*  
Transit Advisory Board

Operations Center  
16610 Champion Way  
5:30-7:00 p.m.  
July 11, 2018

**NOTES**

**Present:** Teresa Christopherson, Joseph Lowe, Heather Michet, Roxanne Tolva, Caren Topliff, Berenice Tynan

**Staff Present:** Lucy Brice, Andi Howell, Joyce LeDoux, Muna Rustam

- I. **Introductions and Check-In:** Staff announced that Transit is now using Google docs and the entire City is transitioning as the cloud-based storage provides a sharing platform without the cost and maintenance a server requires. The City is also using Monday.com, an online project management program that allows for fast, efficient, interdepartmental communication. The City Council is using new software for their meetings.
- II. **Approval of Agenda:** Unanimous approval.
- III. **Approval of Meeting Notes 04/18/2018:** Unanimous approval.
- IV. **Grant Updates:**

**Planning Grant/Transit Master Plan (TMP):** A contractor has been chosen but the cost has yet to be determined.

**STIP/Bus Barns:** Transit is still awaiting approval of the bus barns, but they should be built within the next year or two. The cost for getting a new design proposal is \$40,000. In light of that, the plan will be to build the barns with the original design and look into renovating the first shop to provide the needed office space. It is ideal as it already has water and sewer hooked up.

**LowNo:** SAM has applied for a federal grant that would enable us to purchase 3 electric buses and a charging station. There is a project management company working on our behalf to present the grant request. Electric buses will provide an energy efficient, eco-friendly source of transportation. As the buses take several hours to charge, we will continue to use diesel buses simultaneously. The State feels strongly about our application, but it is a Federal Grant and a decision has not yet been made.

**New STIF (House Bill 2017) / Service Enhancement Plan:** Funding for enhanced service will come from the new employee payroll Transit Tax

collected by the State of Oregon. It will be distributed to us through Tri-Met, the qualified entity (QE). The first year of funding will be a partial year; from July – December 2018. Possibilities for enhanced service include: extending SAM Gresham one hour later, Monday through Friday; adding one run to SAM Estacada, Monday through Saturday; adding one hour of service to the Shopper Shuttle, Monday through Friday; adding Saturday service to the Shopper Shuttle; infrastructure and capacity improvements, including new dispatch computers, paratransit software, and transit tax software. All proposed improvements are already included in the Transit Master Plan which is a requirement of the funding. Staff presented projected project costs using Remix. Projections included estimates of funding at 100%, 115% and 130% for the next 2 ½ years. The Board reviewed these figures and discussed which projects should be prioritized based on timing of funding as well as what is more urgently needed. Discussion centered on which route additions would increase ridership the most. Staff responded that ridership would increase the most by expanding the Shopper Shuttle as it has already shown a steady increase and residents have requested more service. Staff also explained that 1% of the funding must be used to help local students, so an addition to the Shopper Shuttle route would include stops at Vista Loop and the high school. The Gresham route alignment with the last Mt. Hood Express drop-off is a desired addition but would not necessarily cause a major increase in ridership. It was also mentioned that if routes are added now and we do not receive funding, the cost would still be incurred and come out of the current reserves. Also, each time the routes or times change, the schedules would need to be re-printed which is a cost that could be minimized by changing everything at once. If the Board decided to hold off on adding routes and times that would give us additional time to hire more drivers. The Board concluded that it would be best to begin in-house, improving buildings and updating signs and software, before adding routes and hours to current service. Staff noted that an important feature of the funding is that every addition to fixed routes automatically includes additions to paratransit. It was mentioned that it is important for paratransit additions and to include paratransit training for drivers, so they may accommodate various disabilities and transport everyone safely.

## V. Highlights:

**ITS Update:** DoubleMap is our new ITS (Intelligent Transportation System) and has been installed on seven SAM and three MHX buses. There have been a few glitches with the automated stop calls but they are being fixed. Rojoy Staff mentioned that the tablets are very touch-sensitive, and the drivers are keeping paper records as a backup until everything has been worked out. Staff explained the program and added that some of the electronic signs are older and are not compatible with the new software. The application tracks demographics, counts riders, sends alerts, but is not used as a timecard because the drivers begin work before they activate the app.

**Branding:** The City of Sandy unveiled its new logo and tagline. A new logo for SAM was created from the branding materials and will be displayed on all

newly printed signs and materials going forward. It is possible that bus drivers will have shirts and hats featuring the new SAM logo in the future.

**MHX Updates:** Staff reported that ridership and service has been great, the biggest challenge has been aging vehicles. Safety and preventive maintenance are priorities. Three new buses have been applied for and would be a welcome addition. Service and repairs have already exceeded the budget by \$60,000. The projected lifespan of the does not take into consideration mountain roads and severe weather conditions. Additional funding will be requested based on those added obstacles. MHX does not have a tax base so finding sources is an ongoing challenge. The public/private partnerships have been key to continued funding and the new STIF funding will provide another revenue source. Fortunately, there have been very few complaints and Clackamas County appreciates the Rojoy Staff keeping the vehicles on the road.

There has been an ongoing conversation between Transit agencies about connecting all transit around Mt. Hood, including Government Camp, Hood River, and Odell/Parkdale. The Mt. Hood Transit Alliance (MHTA) is working on developing additional partnerships for future development of a transit hub in or near Government Camp within the next three to eight years. Challenges so far have included parking and zoning. The proposed transit hub would not necessarily be a park & ride, but would involve a place for MHX to stop and transfer riders to another vehicle bound for Timberline, Mt. Hood Meadows, etc. As far as increasing service, possibilities include an evening run for Village Shuttle, an additional morning run for MHX, and/or a mid-morning run for MHX. Staff added that they are hesitant to add runs before adding more buses. The funding for these additions can be rolled over so it may be beneficial to hold off until added runs become more feasible. TAB members discussed options for fund-raising. Rojoy Staff noted that previous attempts at booths or fundraisers have resulted in cost outweighing revenue. Increasing fare cost could be detrimental to riders who are completely dependent on the service and do not have cars. The purpose of mass transit is to keep cars off the road and increase safety, especially in places like Mt. Hood where conditions are more hazardous. A fare pass to address the issue of low-income or transit-dependent riders was suggested. The issues that would arise from managing the eligibility program required for discounted fare include creating the program and maintaining it with an additional employee(s). This would cost more than the increased fare revenue would justify.

- VI. **Calendar:** Sandy Mountain Festival Parade July 12<sup>th</sup>, Sandy Mountain Festival July 14<sup>th</sup> & 15<sup>th</sup>, Sandy Music Fair & Feast July 12<sup>th</sup> – 15<sup>th</sup>. Buses will be fareless July 14<sup>th</sup> & 15<sup>th</sup> and will be on an alternate route the 12<sup>th</sup> through the 15<sup>th</sup>.
- VII. **Public Comment:** No additional comments.
- VIII. **Next Meeting Date/Adjourn:** The next meeting will be Wednesday, September 19<sup>th</sup>, 2018. Meeting adjourned.