



# STAFF REPORT

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<b>Meeting Type:</b>	Council Meeting
<b>Meeting Date:</b>	September 15, 2025
<b>From:</b>	Andi Howell, Transit Director
<b>Subject:</b>	Contract Amendment: TriMet Subrecipient Agreement No. GG230851EVL for disbursement of Statewide Transportation Improvement Funds to City of Sandy

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## DECISION TO BE MADE:

Whether to authorize the City Manager to sign the TriMet Subrecipient Agreement No. GG230851EVL Agreement Modification No. 2 for disbursement of Statewide Transportation Improvement Funds to the City of Sandy.

## APPLICABLE COUNCIL GOAL:

- **Goal 4.1:** Continue to promote transit as a safe, efficient mode of transportation; Continue to increase ridership.

## BACKGROUND / CONTEXT:

Each biennium Sandy Transit (SAM) designs a new STIF Plan funded with Statewide Transportation Improvement Fund (STIF). STIF was created as part of the HB2017 Keep Oregon Moving Legislation that was passed in 2017.

To be eligible for funding, projects must be part of a local plan, therefore each project funded in the Sandy STIF Plan is designed using the Transit Master Plan goals and priorities. The funding allocations are presented to the Transit Advisory Board and the Clackamas County HB2017 Transit Advisory Committee.

The Plan was included in the November 2024 Transit Monthly Report, published on December 6, 2024, and included in the subsequent City Council meeting packet. The Plan was then added to TriMet's STIF Plan and approved by the Oregon Transportation Commission.

### SAM STIF History

Three SAM routes were expanded in the 2019-2021 STIF plan as well as some capital upgrades such as new computers, new software for transit tax collection and dispatch and more. SAM has also set aside funding in each biennium for planning of a future expansion of the Operations Center as identified in the Transit Master Plan update adopted in April 2020.

During the FY21-23 STIF cycle, SAM continued the expanded services and added program administration costs to the plan to cover the heavy administrative burden of the STIF program as it

requires special reporting and its own audit process. SAM also added a Program Reserve category which allows funds to be held in reserve in the event there is an unexpected downfall in revenue. Sandy signed the Tri-County Metropolitan Transportation District of Oregon Subrecipient Agreement for disbursement of those funds.

In the FY23-25 plan, the Special Transportation Fund (STF) was incorporated into the Statewide Transportation Improvement Fund (STIF). STF funds are designated for programs that serve those who are elderly and/or have a disability. STF funds have long been a stable source of funding for the Sandy Dial-A-Ride (SAM rides, formerly STAR) and SAM Elderly and Disabled (ED) Medical Rides program.

In FY23-25, SAM also applied for and received STIF Regional Coordination funds. Regional Coordination Funds are taken from the TriMet portion of the STIF Funds and allocated to projects that provide access to the TriMet service district. Sandy's project for those funds is designated to support the new SAM Clackamas Town Center Route. That route was implemented in January 2024 and the operation costs of that route are paid entirely through the STIF Regional Coordination Program, including two new medium sized cut-a-way vehicles. Sandy signed the Tri-County Metropolitan Transportation District of Oregon Subrecipient Agreement Modification No. 1 for disbursement of the FY23-25 funds.

## **KEY CONSIDERATIONS / ANALYSIS:**

Below are highlights of the STIF Plan for the 2025-2027 Biennium:

1. Continue to fund route expansions begun in 2019 (\$213,699).
2. Add weekend service to the Shopper Shuttle (\$52,256 - highest community priority from the public and stakeholder feedback during the Transit Master Plan process).
3. Vehicle Maintenance – fleet maintenance costs associated with SAM services (\$20,000).
4. Cover administrative costs that are generated through this program such as the audit fees (\$20,000).
5. Program Reserve allows funding to be set aside in case STIF or other expected funds decrease unexpectedly (\$30,061).
6. STF Funds to support SAM rides (\$310,364, formerly STF).
7. STF Funds to support the Elderly and Disabled Program (\$11,201, formerly STF).
8. STF Funds to support the Estacada route (\$101,926, formerly STF).
9. Regional Coordination Funds (\$900,000) and Regional Coordination Carry Over (\$78,261).

Funds have been approved by the Oregon Transportation Commission. Due to contract timing these funds are currently being held by TriMet for the City. Upon signature of this agreement, the funds will be released to the City including all interest accrued.

## **BUDGET IMPACT:**

Sandy Transit's allocated revenue as part of the TriMet STIF Plan is (not to exceed) \$1,659,507. The entire TriMet STIF Plan consists of \$161,897,322.

**RECOMMENDATION:**

Transit staff have submitted the agreement to Sandy's legal representation and recommend that the Council authorize the City Manager sign TriMet Subrecipient Agreement No. GG230851EVL Agreement Modification No. 2 for disbursement of Statewide Transportation Improvement Funds to City of Sandy.

**SUGGESTED MOTION LANGUAGE:**

"I move to authorize the City Manager sign TriMet Subrecipient Agreement No. GG230851EVL Agreement Modification No. 2, for disbursement of Statewide Transportation Improvement Funds to the City of Sandy."

**LIST OF ATTACHMENTS / EXHIBITS:**

- Tri-County Metropolitan Transportation District of Oregon Subrecipient Agreement No. GG230851EVL Modification No. 2: Disbursement of State of Oregon, Public Transit Section Statewide Transportation Improvement Funds
- Exhibit G: ODOT Agreement No. 35860 – STIF Formula Program
- Exhibit H: City of Sandy's Biennium 2025-2027 STIF Plan