



STAFF REPORT

Meeting Type: Council Meeting

Meeting Date: September 18, 2023

From: Andi Howell, Transit Director

Subject: Disbursement Agreement Approval: Tri-County Metropolitan Transportation District; No. GG230851EVL

DECISION TO BE MADE:

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

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 HB 2017 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 also included in Transit's staff update in August 2022, which was linked in the Council's agenda packet. The Plan is added to TriMet's STIF Plan and approved by the Oregon Transportation Commission.

Three SAM routes were expanded in 2019 using STIF funds 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 the future expansion of the Operations Center in recognition of the need for administrative space and a maintenance bay. During the FY23-24 cycle, SAM 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.

In this biennium, 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).

Additionally in this biennium, SAM applied for and received STIF Regional Coordination funds. Regional Coordination Funds are taken off the top of the STIF distribution and allocated to projects through TriMet's advisory board. Sandy's project for those funds are designated to support the new SAM Clackamas Town Center Route. Staff are currently working toward the implementation of that service. A new vehicle to support that route was also included in the Regional Coordination funding.

KEY CONSIDERATIONS / ANALYSIS:

Below are highlights of the STIF Plan for the 2024-2025 Biennium:

1. Continue to fund route expansions begun in 2019 (\$268,556).
2. Add weekend service to the Shopper Shuttle (\$61,081 - highest community priority from the public and stakeholder feedback during the Transit Master Plan process).
3. Cover administrative costs that are generated through this program such as the audit fees (\$45,000).
4. Program Reserve allows funding to be set aside in case STIF or other expected funds decrease unexpectedly (\$51,400).
5. Carry over, Capacity Project is funding that has been collected since 2019 for the planning and construction of future Sandy Operations Center expansion. (\$116,872).
6. Electric Vehicle Infrastructure – these funds will help cover costs associated with the transition to an electric fleet, including infrastructure and vehicle costs (\$45,000).
7. STF Funds to support SAM rides (\$273,113).
8. STF Funds to support bus stop improvements (\$23,986).
9. STF Funds to support the Elderly and Disabled Program (\$85,322).
10. STF Funds to support the Estacada route (\$89,515).
11. Regional Coordination Funds (\$900,000).

These 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:

The entire TriMet STIF Plan consists of \$209 million. Sandy Transit's allocated revenue as part of the TriMet STIF Plan is (not to exceed) \$1,959,845.

RECOMMENDATION:

Transit staff recommend that the Council authorize the City Manager to sign TriMet Subrecipient Agreement No. GG230851EVL for disbursement of Statewide Transportation Improvement Funds to City of Sandy.

SUGGESTED MOTION LANGUAGE:

“I move to authorize the City Manager to sign TriMet Subrecipient Agreement No. GG230851EVL for disbursement of Statewide Transportation Improvement Funds to City of Sandy.”

LIST OF ATTACHMENTS / EXHIBITS:

- TriMet Subrecipient Agreement No. GG230851EVL