



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> July 17, 2023		<b>Subject: Ordinance No. 880 – 2<sup>nd</sup> Reading</b> Adopting an updated Transit Master Plan as a sub- element of the Transportation System Plan, replacing all prior Transit Master Plans, and repealing Ordinance No. 805.	
		<b>Staff Member:</b> Kelsey Lewis, Grants and Programs Manager	
		<b>Department:</b> South Metro Area Regional Transit (SMART)	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: 6/19/2023 <input checked="" type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: 6/19/2023 <input checked="" type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: 7/17/2023 <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input type="checkbox"/> Consent Agenda		<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not Applicable	
		<b>Comments:</b> Planning Commission recommended approval at their May 10, 2023 meeting.	
<b>Staff Recommendation:</b> Staff recommends Council adopt Ordinance 880 on Second Reading.			
<b>Recommended Language for Motion:</b> I move to adopt Ordinance 880 on Second Reading.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transit Master Plan	<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Second reading of the updated 2023 Transit Master Plan for Council consideration for adoption.

## **EXECUTIVE SUMMARY:**

In 2022, City staff began the process of updating the 2017 Transit Master Plan. The Transit Master Plan outlines specific capital projects and personnel requirements needed to support the new service recommendations. There is also a focus throughout the Transit Master Plan on identifying how service changes will be accessible to more members of the Wilsonville community.

The Transit Master Plan was released in April 2023 and a public survey was conducted that month. Respondents agreed with the feedback received during public outreach in 2022 that the priorities should be: frequency, regional connections, and Sunday service. For the full report on the survey results, please see Exhibit A of the ordinance (p. 186 of the online record).

The Planning Commission held a public hearing about the Transit Master Plan on May 10 and recommended Council approval. A summary of the changes based on Planning Commission feedback are as follows:

- Added Existing Conditions report to the Plan document, so that information about ridership and costs on the existing system are easily referenced within the document.
- Estimated the fully-loaded operating cost of all service additions, and added it to the end of the cost-estimates table on page 88 in the Financial Context chapter.
- Added reference to the total estimated operating cost increase in the Executive Summary.
- Added note that service increases would happen gradually and in response to growth, increased travel demands and funding opportunities.
- Clarified in Executive Summary that the recommended terminal facility / transfer hub in the Town Center would be very, very small (not comparable to the size of the existing west side Transit Center).
- Added note about why a direct route to Sherwood is not recommended, under Route B description.

The core recommendations in the Transit Master Plan include:

- More frequency of service
- Better regional connections
- Improved customer service through a regional customer service center
- New connection points on the east side in or near Town Center
- Improved weekend service
- Bus fleet recommendations regarding low and no emissions buses

On June 19, 2023, Council requested a note be added regarding the Title VI policy on coverage. That addition was made on page 18 of the Plan included in this packet.

## **EXPECTED RESULTS:**

The adoption of the Transit Master Plan will create a clear path, guiding future decisions while helping the City of Wilsonville improve service and maintain a sustainable public transit system.

**TIMELINE:**

This is the second and final reading of this ordinance. If adopted, the Transit Master Plan will go into effect August 16, 2023.

**CURRENT YEAR BUDGET IMPACTS:**

The development of the Transit Master Plan update is primarily funded by two State grants through the Oregon Department of Transportation. The remainder is funded by transit tax revenue.

If adopted, budget impacts of recommendations contained in this Plan will be reflected in future annual budget processes as we incrementally implement the Plan, including requests for additional personnel.

**COMMUNITY INVOLVEMENT PROCESS:**

To ensure that the final document represents the diverse interests of the Wilsonville community, the Transit Master Plan process had an extensive and inclusive public engagement process. Outreach efforts were tailored to reach people in practical and convenient ways to reflect the perspectives of current and potential system users, the business community, and residents.

For more information, please see the Plan Record in Exhibit A of the ordinance.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

When implemented, the Transit Master Plan is expected to improve efficiencies and to reduce traffic congestion by providing commuters an alternative to travel in single-occupant vehicles. Also, an updated Transit Master Plan may open new avenues of opportunities for grant funding.

**ALTERNATIVES:**

The City Council may suggest further changes to the draft Transit Master Plan.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Ordinance No. 880
  - A. LP23-0001 Transit Master Plan Record ([link to full electronic record](#))
  - B. Transit Master Plan (titled "for adoption")