



PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 12, 2018

II. LEGISLATIVE HEARING

A. SMART Programs Enhancement Strategy (Brashear) (60 minutes)



PLANNING COMMISSION MEETING STAFF REPORT

Meeting Date: September 12, 2018		Subject: Programs Enhancement Strategy	
		Staff Member: Dwight Brashear, Transit Director Department: Transit	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" 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	
		Comments:	
Staff Recommendation: Staff recommends that the Commission approve the Resolution to include Appendix G - Programs Enhancement Strategy in the Transit Master Plan.			
Recommended Language for Motion: I move to approve Resolution No.LP18-0009 recommending that the Wilsonville City Council amend the 2017 Transit Master Plan for the inclusion of the Programs Enhancement Strategy.			
Project / Issue Relates To: <i>[Identify which goal(s), master plans(s) your issue relates to.]</i>			
<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:

The passage of House Bill 2017 (HB 2017), known as “Keep Oregon Moving,” provides a new state revenue source known as the Statewide Transportation Improvement Fund (STIF) for additional funding to public transportation providers across the state, including South Metro Area Regional Transit (SMART).

To receive funds, local transit agencies must have adopted plans in place that meet the requirements listed in Section 122 of HB 2017 and further requirements set by the Oregon Department of Transportation (ODOT).

EXECUTIVE SUMMARY:

The TMP and recently amended Appendix B (*See Attachment 2*) satisfies the requirements set forth in the state plan submittal process to be eligible to receive funding. The Programs Enhancement Strategy however, has been recently vetted by the public and allows projects to be funded through discretionary and inter-community funding opportunities.

EXPECTED RESULTS:

The adoption of the Programs Enhancement Strategy will provide a comprehensive list of projects eligible to receive formula and discretionary funds through the STIF.

These projects include service to new destinations, additional Saturday hours of service on current Saturday routes (2X and 4), and late-morning or mid-day service on the 1X-Salem. In addition, the plan highlights future projects that SMART expects to pursue in the next biennium.

Projects will provide better access for low-income households, increased bus frequency, reduced service fragmentation between public transportation providers, and additional goals set within the HB2017 legislation.

TIMELINE:

September 12	Planning Commission Public Hearing
October 1	City Council Public Hearing, Reading 1
October 15	City Council Public Hearing, Reading 2
November 1	TriMet STIF Plan due to ODOT for review
January 2019	Oregon Transportation Commission approval
April 2019	Anticipated formula revenues to Qualified Entity (TriMet)
February 2019	Discretionary and inter-community applications due

CURRENT YEAR BUDGET IMPACTS:

SMART anticipates additional funding beginning in 2019 and each year thereafter. Staff has been working with the Finance Department to establish separate accounting as required by the legislation.

Estimated HB 2017 Revenues (April 13, 2018)

	FY2019	FY2020	FY2021
Clackamas County	\$ 308,145	\$699,855	\$801,462
Washington County	\$93,349	\$211,623	\$239,481
TOTAL	\$401,494	\$911,478	\$1,040,943
130% Planning Target*	\$521,943	\$1,184,922	\$1,353,226

FINANCIAL REVIEW / COMMENTS:

Reviewed by: Date:

LEGAL REVIEW / COMMENT:

Reviewed by: Date:

COMMUNITY INVOLVEMENT PROCESS:

SMART conducted an extensive two-year TMP public involvement process to develop the 2017 TMP. Businesses and community members identified needs and desires through workshops, interviews, public events, a TMP citizen task force, and several other public involvement formats. The values upheld with the TMP planning process follow the International Association for Public Participation (IAP2) Core Values for Public Participation. Full participation efforts are detailed in the TMP Public Involvement chapter and Appendix F.

From the planning process described above, SMART developed a draft project list that was open for public comment in the month of June 2018. SMART advertised the online survey in the Boones Ferry Messenger, on bus channel cards, through media releases, social media posts, presentations at county meetings, e-newsletters, and e-mail lists. In addition, SMART staff tabled at community events such as the Festival of Arts and were available at the Wilsonville Transit Center to collect paper surveys.

From the survey results, SMART designed the project list to match the priority levels the survey respondents identified. SMART also obtained an interested parties list through the survey. These survey respondents receive project updates and meeting notices.

POTENTIAL IMPACTS or BENEFIT TO THE COMMUNITY (businesses, neighborhoods, protected and other groups):

With HB2017 funds, SMART will respond to the identified needs the community and businesses highlighted in 2017 as described in the TMP. The Programs Enhancement Strategy will allow

SMART to expand hours of current bus services and create routes that provide access to new destinations, which were identified as top priorities during the public outreach process.

Periodically, SMART will track and review projects funded through STIF. This process will ensure proper adjustment whether it be to continue or enhance a project that is performing well or reallocate resources to another identified project if one is not meeting the goals previously identified or measures set. Though prioritized, the project list is adaptable and scalable.

ALTERNATIVES:

If the Programs Enhancement Strategy is not adopted, SMART will continue with the recently amended Appendix B project list to cover the next two years of project funding until the next opportunity to submit STIF plans in 2020.

CITY MANAGER COMMENT:

ATTACHMENTS:

1. Programs Enhancement Strategy – Proposed TMP Appendix G
2. Resolution No.2700 – Adopted Appendix B

Exhibit A Resolution No.LP18-0009 – Amendment to TMP

**PLANNING COMMISSION
RESOLUTION NO. LP18-0009**

**A WILSONVILLE PLANNING COMMISSION RESOLUTION
RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL AMEND THE
2017 TRANSIT MASTER PLAN FOR INCLUSION OF THE PROGRAMS
ENHANCEMENT STRATEGY.**

WHEREAS, the Planning Commission of the City of Wilsonville (“City”) has the authority to review and make recommendations to the City Council regarding changes to, or adoption of new elements and sub-elements of, the Comprehensive Plan pursuant to Sections 2.322 and 4.032 of the Wilsonville Code (“WC”); and

WHEREAS, on June 19, 2017, the Council for the City of Wilsonville (“Council”) adopted the 2017 Transit Master Plan (“Transit Master Plan”); and

WHEREAS, the Transit Master Plan outlines future goals for the City’s transit system through South Metro Area Regional Transit (“SMART”) and supportive transportation options to meet the City’s mobility needs; and

WHEREAS, the Oregon State Legislature passed House Bill (“HB”) 2017 in 2017 which provides additional funding to public transit agencies throughout the State of Oregon; and

WHEREAS, the Oregon Administrative Rules that implement HB2017 require transit agencies to submit an adopted plan that contains a list of projects that meet certain criteria in order to obtain the funding collected by the State through HB2017; and

WHEREAS, the Programs Enhancement Strategy identifies a robust program of service enhancements that SMART intends to undertake should additional funding become available; and

WHEREAS, the Programs Enhancement Strategy meets the requirement of the plan identified in the Oregon Administrative Rules necessary to receive funding under HB2017; and

WHEREAS, the Programs Enhancement Strategy must be incorporated as part of the Transit Master Plan in order for the City to receive funding through HB2017 for the programs listed in the Programs Enhancement Strategy; and

WHEREAS, the Planning Director submitted a Staff Report to the Planning Commission in accordance with the public hearing and notice procedures that are set forth in WC 4.008 and 4.012; and

WHEREAS, the Planning Commission conducted work sessions on June 13, 2018 and August 8, 2018, and after providing the required public notice, held a public hearing on September 12, 2018 to review the proposed Programs Enhancement Strategy to be incorporated as part of the Transit Master Plan and to gather additional testimony and evidence regarding the Programs Enhancement Strategy; and

WHEREAS, the Planning Commission has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the Planning Commission has duly considered the subject, including the staff recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt the Staff Report (attached hereto as **Exhibit A**) and the Programs Enhancement Strategy (attached to the Staff Report as **Attachment 1**), as presented at the September 12, 2018 public hearing, including the findings and recommendations contained therein, and further recommends the Wilsonville City Council approve and adopt the Programs Enhancement Strategy as Appendix G to the Transit Master Plan as hereby approved by the Planning Commission; and

BE IT FURTHER RESOLVED that this Resolution shall be effective upon adoption.

ADOPTED by the Wilsonville Planning Commission at a regular meeting thereof this 12th day of September 2018, and filed with the Planning Administrative Assistant on September 13, 2018.

Wilsonville Planning Commission

ATTEST:

Tami Bergeron, Administrative Assistant III

SUMMARY OF VOTES:

Chair Jerry Greenfield	_____
Vice-Chair Eric Postma	_____
Commissioner Peter Hurley	_____
Commissioner Ron Heberlein	_____
Commissioner Kamrah Mesbah	_____
Commissioner Phyllis Millan	_____
Commissioner Simon Springall	_____



PROGRAMS ENHANCEMENT STRATEGY

A component of the 2017 Transit Master Plan

Summer 2018

This Strategy will be included in TriMet's Statewide Transportation Improvement Fund Plan submittal to the Oregon Transportation Commission for approval of House Bill 2017 funding allocation.

Operated by the City of Wilsonville, South Metro Area Regional Transit (SMART) provides free local fixed-route transit service with inter-city connections to Salem, Portland, Tualatin, and Canby. SMART also provides demand response service for the public and ADA qualified residents for medical appointments in the Portland region.

Table of Contents

Introduction..... 1

Existing and Future Conditions 1

Public Involvement..... 2

Coordination of Programs..... 3

Revenue Estimates for City of Wilsonville..... 3

Programs List 4

 Program Alignment 4

 Prioritized List of Programs..... 5

 Performance Measures..... 6

Future Program Investments 6

Introduction

South Metro Area Regional Transit’s (SMART) Programs Enhancement Strategy is an amendment to the 2017 Transit Master Plan (TMP) that addresses planning requirements to be eligible for new state funding. **Keep Oregon Moving establishes a dedicated funding source for expanding public transportation service in Oregon titled the Statewide Transportation Improvement Fund (STIF).**



This legislation enhances transportation services throughout the state generating roughly \$5.3 billion in transportation investments each year through increased gas tax, vehicle title and registration fees, and the creation of an employee public transportation payroll tax. Out of the total anticipated revenues, public transportation service providers will receive an additional \$115 million annually.

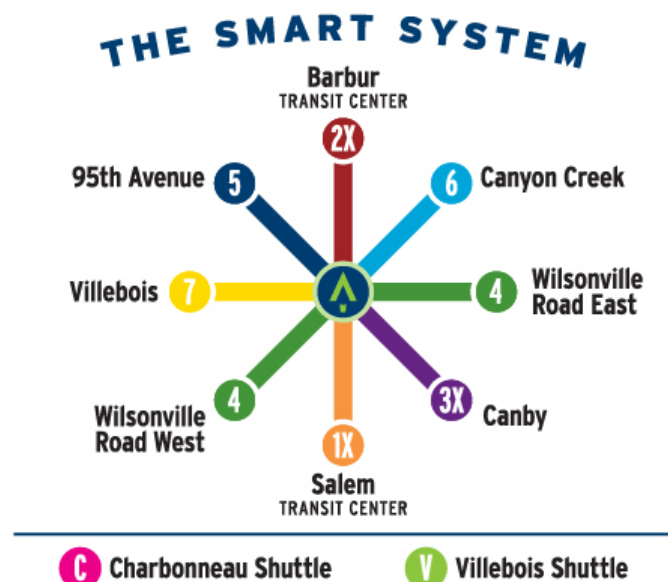
This new funding source brings opportunity to improve SMART’s local and inter-community system. It is important to note that the Programs Enhancement Strategy identifies projects to be funded through the STIF (employee payroll tax) for the next two to four years.

Existing and Future Conditions

SMART currently services nine routes: three commuter express routes (Salem, Tualatin/Barbur Transit Center, and Canby) and six local routes (Crosstown, 95th, Canyon Creek, Villebois, Villebois Shuttle, and Charbonneau Shuttle). Out-of-town routes charge a small fare for service and all in-town service is free to the public.

Within a half mile of all route stops, SMART provides public transportation access to an estimated 45,075 people, 34% of whom are in within 200% poverty level. In addition, SMART routes provide access to 53,502 jobs. This estimate does not include the Dial-A-Ride paratransit service or take into account the further access provided by connections or transfers to other transit providers.

According to the Portland State University population estimate for 2017 Wilsonville had approximately 24,315 residents. Population forecasts show Wilsonville will continue to grow along with the development of the Frog Pond residential area.



Appendix E of the TMP further identifies the characteristics of each Wilsonville neighborhood. In addition, Appendix D - Title VI Program of the TMP provides demographics from the 2010 Census of the Wilsonville population.

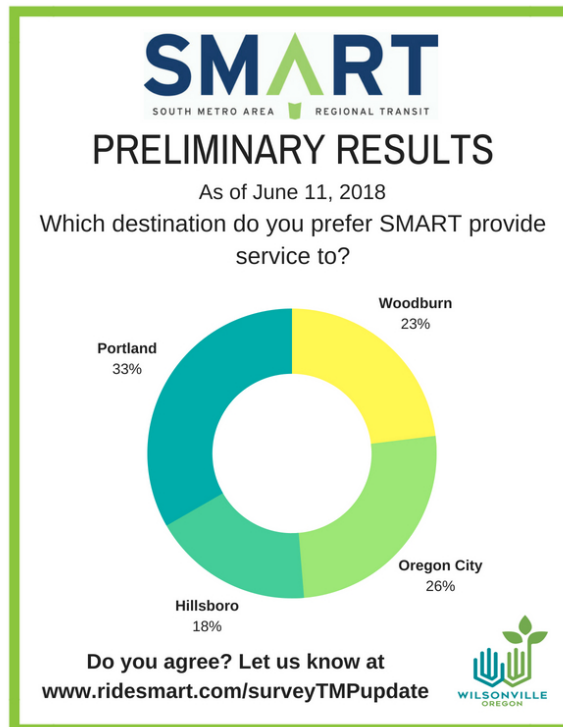
Public Involvement

SMART conducted an extensive two-year public involvement process to develop the 2017 TMP. Businesses and community members identified needs and desires through workshops, interviews, two community surveys, public events, a citizen task force, and several other formats. The values upheld with the TMP planning process follow the International Association for Public Participation (IAP2) Core Values for Public Participation. A complete list of public participation efforts are detailed in the TMP Public Involvement chapter and Appendix F.

From the planning process described above, SMART developed a draft project list for the Programs Enhancement Strategy that opened to the public for comment and prioritization for the full month of June 2018. SMART advertised the online survey in the Boones Ferry Messenger, on bus channel cards, through media releases, social media posts, presentations at county meetings, e-newsletters, and e-mail lists. In addition, SMART staff tabled at community events such as the Festival of Arts and at the Wilsonville Transit Center to collect paper surveys.

More specifically, the survey asked for prioritization of projects ranging from new service destinations to longer hours of service and shorter wait times.

From the survey results, SMART designed the program list in this Strategy to match the priority levels the survey respondents identified. SMART also obtained an interested parties list through the survey. Those survey respondents received project updates and meeting notices.



Coordination of Programs

A key component of the Keep Oregon Moving legislation is the coordination of programs amongst different transportation providers to create a seamless system. As a major employment center and residential community, Wilsonville is ideally situated to promote coordination throughout the region, attracting people to the City and providing access to neighboring communities.

Current coordination includes a shared Route 1X service with Salem Cherriots, an agreement with Canby Area Transit for mid-day Route 3X service, and pulsed connections with TriMet bus and WES to the north. The Wilsonville Transit Center was designed to encourage multi-modal trips by providing a Park-and-Ride lot, bus and train access, as well as bike lockers and tune-up facility.

New state funding brings opportunity for additional hours of bus service and enhanced timed connections with other public transportation service agencies such as TriMet, Canby Area Transit, Salem Cherriots and new destinations with partners such as the City of Woodburn. These enhancements will make trips easier for customers travelling using multiple systems to get to their destination.

Revenue Estimates for City of Wilsonville

The table below highlights the estimated amount of revenue that the City of Wilsonville anticipates from the new employee payroll tax, which came into effect July 1, 2018. Estimates are based off Oregon Department of Revenue draft estimates from April 13, 2018.

	FY2019	FY2020	FY2021
<i>Clackamas County</i>	\$ 308,145	\$699,855	\$801,462
<i>Washington County</i>	\$93,349	\$211,623	\$239,481
TOTAL	\$401,494	\$911,478	\$1,040,943
<i>130% Planning Target¹</i>	\$521,943	\$1,184,922	\$1,353,226

¹ The Oregon Department of Transportation ask that all STIF recipients assume a 130% cost-planning funding estimate.

Programs List

Program Alignment

A crucial aspect of program planning is aligning with city, regional, and state plan goals, strategies, and policies. In Appendix D of the TMP, the planning framework for projects is provided. The 2018 Oregon Public Transportation Plan goals are shown below and their alignment to SMART programs can be found in the Program List under OPTP alignment column.



In addition to plan alignment, projects funded through STIF must meet the requirements below. STIF alignment is shown under HB2017 alignment column of Program List.

- A. Increased frequency of bus service to communities with a high percentage of low-income households.
- B. Expansion of bus routes and services to serve areas with a high percentage of low-income households.
- C. Fund the implementation of programs to reduce fares.
- D. Procurement of low or no-emission buses in areas of 200,000 population or more.
- E. Improvements in frequency/reliability of connections inside & outside QE's service area.
- F. Coordination between service providers to reduce fragmentation.

Prioritized List of Programs²

Priority Level	Project Name	Program Description	HB2017 Alignment	OPTP Alignment	Annual Cost
1	New Destinations	Provide service to new locations: Portland, Woodburn, Oregon City, and Hillsboro.	B, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 10	Min. \$3,150,900
2	More Weekday Service	Increase current weekday service hours on select routes – run mid-day, later in the evening.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 10	\$211,700
3	More Weekend Service	Increase current weekend service hours to go later on Saturday and possibly on Sunday.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 4	\$382,000
4	Increase Frequency	Add more frequency to current bus service – less wait time between buses. Includes additional times on the 1X-Salem and 3X-Canby.	A, E, F	Goal 1 Goal 2 Goal 3 Goal 10	\$379,700
5	Enhance Programs	Develop new SMART programs – vanpools, coordinated medical shuttles, and bikeshare.	B, E, F	Goal 1 Goal 2 Goal 3 Goal 4 Goal 5 Goal 9 Goal 10	\$50,000
6	Pursue Alternative Fuels	Convert bus fleet to all alternative fuels – electric and CNG. Includes facility upgrades.	D	Goal 3 Goal 5 Goal 7	\$375,200
7	Eliminate Out-of-town Fares	Charge no fare for bus service going in or out of Wilsonville.	C, F	Goal 1 Goal 2 Goal 4	\$185,000

² STIF revenues will be leveraged with federal funds to complete the projects listed above.

Performance Measures

As a component of the Transit Master Plan, projects identified in the Programs Enhancement Strategy can be combined or work with projects in the TMP. For example, Appendix B of the TMP identifies projects to pursue if additional funding becomes available. Both project lists can be used to access both discretionary and formula pots of funding from the STIF.

Periodically, SMART will track and review projects funded through the STIF. This process will ensure proper adjustment whether it be to continue or enhance a project that is performing well or to reallocate resources to another identified project if one is not meeting the goals previously identified or the performance measures set. Though prioritized, the project list is adaptable and scalable, which allows SMART to maintain its reputation for being nimble.

Many of the programs will begin as one-year pilot projects with the intention of monitoring several factors. Factors for determining a successful project vary by program. Typically, with service-related projects, a key factor is passenger miles traveled which is the measurement of how many miles the bus travels with passengers. In addition, ridership can show how many people are served however, this factor is dependent on several other considerations such as car ownership and gas prices. Short satisfaction surveys can also show how much interest there is for a project and may lead to reasons why a project is or is not succeeding.



Prior to the end of the pilot, SMART will evaluate the effectiveness of each project and submit a formal recommendation as to the future of said project. Successful projects will meet the goals of the House Bill 2017 and OTP, in addition to meeting internal performance measures set for each individual program.

Future Program Investments

Additional projects that may utilize STIF revenue beyond the timeline of this Strategy are listed below in no particular order. Future projects in the list vary in stage of completeness and will go through public comment in subsequent planning efforts before implementation.

- **Mixed-Use Facility at SMART Central:** A multi-story building located at Wilsonville Transit Center that provides transit information and retail space on the bottom floor and affordable housing on the upper levels. This project could be a partnership with Oregon Metro and Clackamas County.

- **Technology Investments:**
 - Intelligent Transportation System – Purchase automatic passenger counters to collect data required by the Federal Transit Administration. Provide WiFi on board the buses.
 - One call-one click planning program - A Metro regional effort to provide information for older adults and people with a disability to access and transfer seamlessly between transit systems.
 - Real-time bus arrival displays at transit center and popular bus stops.
- **Grow SMART:** A solar project to cover parking, fueling stations, bus wash, and the administration building with solar panels to satisfy 100% of SMART’s electric needs for three electric buses.
- **SMART Facility Phase II:** In 2011, Pivot Architects designed a second phase for the SMART facility. Phase II facility will be located on the west side of the current SMART facility and consists of bus parking on the west and east side of a bio swale, automated bus wash, offices on the north with solar panels, and paved one-way lanes for bus traffic flow.
- **Neighborhood Community Connections:** New or added service to existing routes for the areas of Frog Pond, Coffee Creek, and Basalt Creek once fully developed.
- **Bus Coaches:** Procure over-the-road style bus coaches to complement the Route 1X service.
- **Coordinated medical shuttles:** Identified through the 2014 Transit Integration Project, improving current DAR services to run on a coordinated schedule based on trip type.



RESOLUTION NO. 2700**A RESOLUTION OF THE CITY OF WILSONVILLE CLARIFYING APPENDIX B – ROUTE PRIORITIES OF THE 2017 TRANSIT MASTER PLAN.**

WHEREAS, the City Council for the City of Wilsonville adopted the 2017 Transit Master Plan (“Transit Master Plan”) on June 19, 2017; and

WHEREAS, the Transit Master Plan outlines future goals for the City of Wilsonville’s (“City”) transit system through South Metro Area Regional Transit (“SMART”) and supportive transportation options to meet the City’s mobility needs; and

WHEREAS, Appendix B – Route Priorities to the Transit Master Plan identifies a prioritized list of service enhancements that SMART intends to undertake should additional funding become available; and

WHEREAS, the Oregon State Legislature passed House Bill (HB) 2017 in 2017 that projects to provide additional transit funding to transit agencies throughout the State of Oregon; and

WHEREAS, the Oregon Administrative Rules that implement HB 2017 require transit agencies to submit an adopted plan that contains a prioritized list of projects that meet certain criteria in order to obtain the funding collected by the State through HB 2017; and

WHEREAS, for purposes of implementing HB 2017 and distributing funds to transit agencies, the State has designated SMART a subrecipient of TriMet, meaning that SMART must submit its required ‘local’ plan to TriMet for TriMet to then submit as part of the Statewide Transportation Improvement Fund (“STIF”) plan to the State for funding; and

WHEREAS, the State requires TriMet to submit its plan by November 1, 2018 resulting in the HB 2017 Clackamas County Committee to approve SMART’s ‘local’ plan by July 24, 2018; and

WHEREAS, Appendix B – Route Priorities in the Transit Master Plan meets the requirements of the plan identified in the Oregon Administrative Rules necessary to receive funding under HB 2017; and

WHEREAS, Appendix B – Route Priorities requires clarification of the pricing listed in the prioritized list to satisfy the 115% minimum cost-planning target set by TriMet.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. The chart on page 97 of the Transit Master Plan, which is the first page of Appendix B – Route Priorities, is replaced with **Exhibit A** attached hereto and incorporated herein.
2. The findings presented in this Resolution supporting this clarification of the pricing on page 97 of the Transit Master Plan are hereby adopted.
3. This Resolution becomes effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 2nd day of July, 2018, and filed with the Wilsonville City Recorder this date.


TIM KNAPP, MAYOR

ATTEST:


Kimberly Veliz, City Recorder

SUMMARY OF VOTES:

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

Attachments:

Exhibit A – Revised Page 97 of the Transit Master Plan (first page of Appendix B – Route Priorities)

Appendix B - Route Priorities

The content below highlights SMART's priority if funding levels change to either (1) more available revenue and increasing service or if (2) costs increase and reducing service levels.

If SMART has more available revenue, the first service enhancements will be:

Priority Level	Service Description	Estimated Cost
1	Add hours of service on the 2X to Tualatin and/or Tigard with enhanced connections to TriMet	\$52,400
2	Add additional Saturday service and hours of service on Route 4	\$111,349
3	Add midday or late-morning service on the 1X	\$160,400
4	Expand service to Villebois. Hourly service all day from Villebois to connections at SMART Central	\$254,300
	Current Villebois Shopper Shuttle would be replaced by all day Route 7	\$190,300
	Cost of Route 7 replaces the Villebois Shuttle	\$64,000
5	Add service to Coffee Creek and Frog Pond growth areas	\$374,500 *
6	Service to Tualatin with a TriMet Line 96 connection to downtown Portland	\$251,700
7	Begin Service to Woodburn in partnership with Woodburn Transit System and Salem Area Mass Transit District	\$155,067
8	Acquire battery-electric buses, especially for in-town use	\$300,000
Total	Total cost of all projects	\$1,469,416

* Beyond 2.5 years of plan