



# TRANSIT ADVISORY BOARD MEETING

Wednesday, March 19, 2025 at 5:30 PM  
Operations Center

## AGENDA

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### TO ATTEND THE MEETING IN-PERSON:

Come to the Transit Operations Building - 16610 Champion Way, Sandy, OR 97055

### TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/87501852053>

Or by phone: (253) 215-8782; Meeting ID: 875 0185 2053

### ROLL CALL

### APPROVAL of the December Minutes and the March Agenda

1. Approval of Minutes

### CITY COUNCIL LIAISON

### NEW BUSINESS

National Environmental Protection Act (NEPA)

Ridership

Operations Contract

GM Operations Update

### OLD BUSINESS

Capital Projects

Financials

### NEIGHBOR UPDATES

### PUBLIC COMMENT

**ADJOURN**

**Next Meeting**

**5:30 pm-7:00 pm**

**June 4, 2025**

**The Operations Center**

**16610 Champion Way**

**Sandy, OR 97055**

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



# MINUTES

## Transit Advisory Board Meeting

5:30 pm - 7:00 pm

Wednesday, December 18, 2024

Click [here](#) for Virtual Meeting Via Zoom

1. **ROLL CALL**- Andi Howell, Berenice Tynan, Heather Michet, Khris Alexandar, Muna Rustam, Nancy Payne.  
Public guest.
2. **APPROVAL of the June Minutes and the December Agenda**  
Motion to approve June Minutes and December Agenda by Heather Michet and seconded by Berenice Tynan. Unanimous.
3. **CITY COUNCIL LIAISON**-Kathleen Walker has been elected to be the city of Sandy's new mayor.
4. **NEW BUSINESS**
  - 4.1 **STIF/STF Grants**- ED & ADA grant funding discussed.
  - 4.2 **Route Updates and Ridership**-New interline route with Estacada & Village Shuttle has begun. Ridership continues to grow every day.
  - 4.3 **Jolly Trolley**- Ten Jolley trolley runs ran at full capacity.
  - 4.4 **Financials**-Financial review of the budget.
  - 4.5 **OTA Driver of the Year**- One of Sandy's very own drivers, Dan Berreth has been awarded driver of the year.
  - 4.6 **GM Operations Update** -None.
5. **OLD BUSINESS**
  - 5.1 **Building Project**-Currently still at 30% design phase, project is required to do a GO tech survey before moving forward.
  - 5.2 **E-fares** -SAM is exploring Efare equipment options for the buses.
6. **NEIGHBOR UPDATES**- None.
7. **PUBLIC COMMENT**-Riders would like to see more options for public transportation in rural areas.
8. **ADJOURN**

**8.1.** Next Meeting  
5:30 pm -7:00 pm  
Wednesday, March 19, 2025  
The Operations Center  
16610 Champion Way  
Sandy, OR 97055

# Transit Staff Report – October 2024



## SANDY AREA METRO

**From the Transit Manager**

**The Oregon Transit Association Conference**

**Driver of the Year**



SAM's very own Dan Berreth received the prestigious Oregon Transit Association (OTA) Driver of the Year Award!! He was chosen from a select group of Oregon drivers that consistently demonstrate outstanding service and customer care. You can view Dan receiving the award [here](#). We are so proud and thankful to have Dan as part of the SAM team! Dan's willingness to volunteer for special events (birthday trolleys, parades etc.) demonstrates his commitment to our community, always ready to lend a hand. His leadership skills were quickly recognized, and he was promoted to dispatcher, where his critical thinking and problem-solving abilities truly shine. Not one to easily have their feathers ruffled and when challenges arise, Dan is an exceptional communicator, addressing issues efficiently and effectively.

Dan is truly dependable, and it should be noted that in the 5 ½ years at SAM, he has had perfect attendance. In addition to his professional excellence, Dan goes above and beyond in the workplace. Whether it is cleaning the kitchen area, restocking coffee, giving coworkers pep talks, giving coworkers a ride home or taking on whatever duty is needed in the moment, he continuously shows his dedication to keeping our team environment running smoothly.

Whether at home or on a trip to Disneyland, he is typically spending off-duty time with his wife Jaime and son Nick. Dan enjoys home improvement and gardening in his backyard oasis.

Dan's hard work, positive attitude and team spirit make him truly deserving of the Driver of the Year award. We are proud to have him as a part of the Sandy Transit family and believe his contributions exemplify the best qualities of our organization.

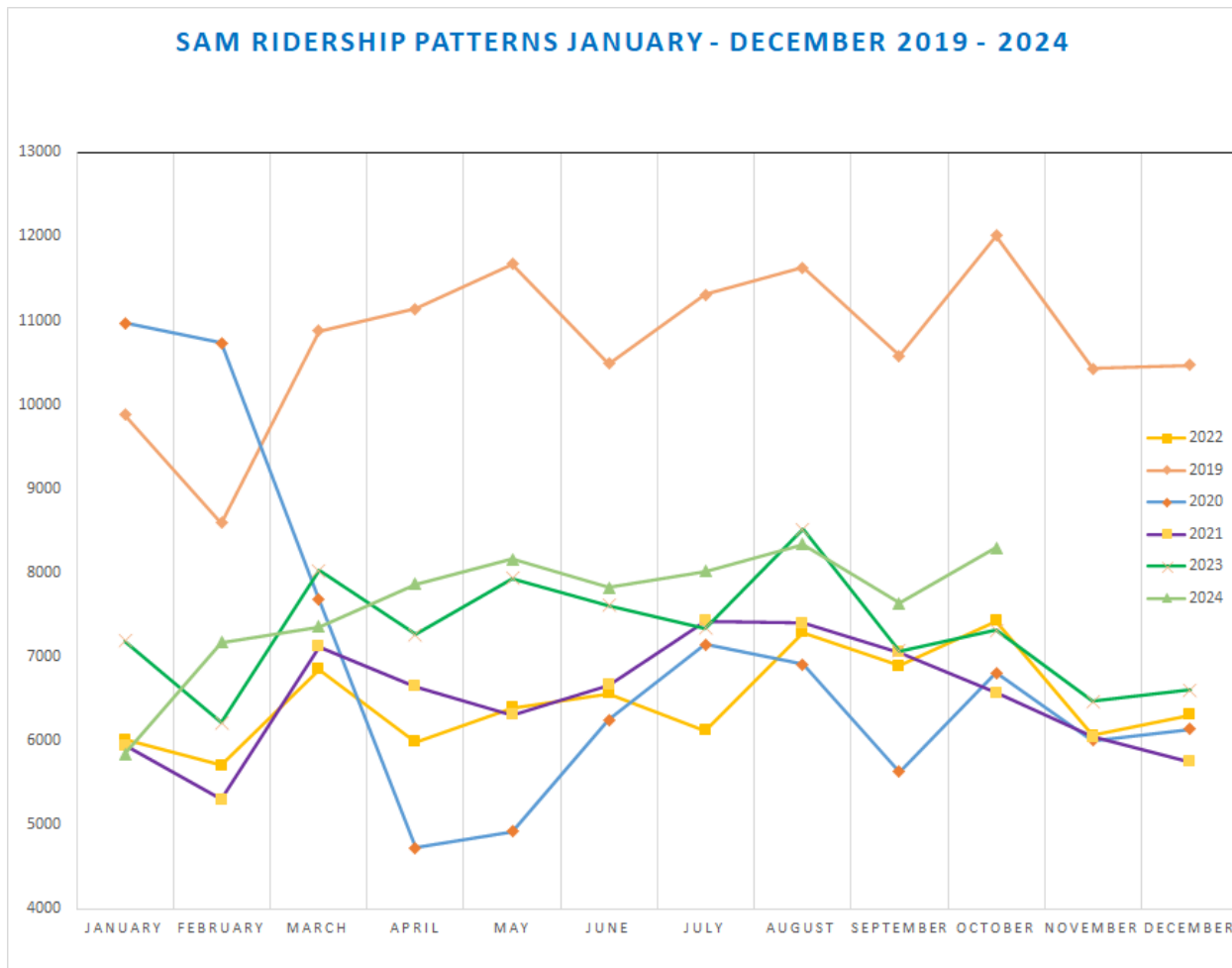
### **SAM and MHX Share STIF Success Stories from Clackamas County**



Andi Howell and Kristina Babcock spoke at a session speaking on the Clackamas County's (SAM, Clackamas County, Wilsonville SMART, Canby Area Transit and Molalla's South Clackamas Transit District) successful collaboration of STIF funds. Similar to the longstanding, successful SAM-MHX partnership that allows the two services to share costs these agencies have partnered together to obtain competitive rates for technical services, vehicle equipment and maintenance. The group has successfully built a regional website [Ride Clackamas](#) where riders can view all the services in one location and plan a trip. They share onboard technology for real time bus location and data retrieval, dispatch software and technology support, all of which Sandy was the lead on the project to secure funding and procure the product or service. The recent Estacada-Village Shuttle interline was a collaborative effort that awarded the County funding to combine the route and increase service. The County group is currently working on coordinated efares whereby a customer could download one app and pay for any service through this process. Due to interest from other agencies this project and some others include transit partners outside of the County such as Hood River and Hillsboro. These

cooperative efforts reduces costs for the agencies and also enhance the rider’s experience with seamless travel. These partnerships are a guide for other agencies throughout the state and beyond.

**Ridership**



Overall ridership for October of 2024 was 8,299 rides. This is a 13.45% increase compared to October 2023! SAM-Gresham provided 5,880 rides, an increase of 7.46%. SAM-CTC increased 716.9% from the launch in January and increased 92.69% compared to September! SAM-Estacada, which began the new interline route on October 13th, increased by 32.5%, providing 424 rides. The Shopper Shuttle provided 577 rides a slight decrease of 10.26%.

SAM rides transported 723 riders in October 2024, a slight decrease of 1.1% compared to to 731 rides in October 2023. ED provided 115 rides, a 22.81% decrease from October of 2023.

**Sandy-Clackamas County Partnership**

In October SAM brought in \$4,837.34 in revenue from the oversight of Mt. Hood Express. SAM provided 122 medical rides to Clackamas County residents, generating \$10,270.52 in revenue. The total revenue for October 2024 was \$15,107.86.



# Transit Staff Report – November 2024

Posted on [December 6, 2024](#) by [ahowell](#)



## From the Director

In 2017, HB2017 “Keep Oregon Moving” was passed and included a new funding source for transit agencies across the State. This funding is referred to as the Statewide Transportation Improvement Fund (STIF). All State funds (formerly STF) are now rolled into the STIF Fund distribution each biennium. The following table is the breakdown of Sandy’s STIF Plan for 2026-2027.

### In summary:

\$213,699 will continue to fund service on the Gresham, Estacada and Shopper Shuttle that were added when STIF was created in 2019. \$52,256 funds the Saturday Shopper Shuttle service.

\$20,000 is allocated for maintenance on all SAM vehicles. \$20,000 is allocated to cover administration costs associated with the STIF Program (audit requirements). \$30,061 is allocated as Program Reserve in case revenue or expenses experience unexpected negative returns (such as a revenue source is lost or a cost is significantly and unexpectedly higher).

\$423,491 are funds that were formerly Special Transportation Funds (STF) and are awarded through a competitive process. These funds cover the operations expenses for SAM’s Elderly and Disabled dial-a-ride program (SAM rides), Elderly and Disabled out of town medical rides program (ED) and the Estacada route.

\$978,261 are Regional Coordination funds and they cover all operating expenses of the new Clackamas Town Center route.

In total, the STIF Program funds \$1,737,768 of SAM service costs for FY26-27.

Project Number	Project name (50 characters)	Project Description	Priority Criteria the project addresses	Oregon Public Transportation Plan Goals supported by project	Total Cost	Local Plan Page Number	FY 26 July 2025 - June 2026	FY 27 July 2026 - June 2027
1	Expanded Services Continuation	Continue funding for existing STIF service on the SAM Gresham route from the City of Sandy to the Gresham Transit Center. This includes at least one hour of service Monday through Friday added during the FY19/21 funding cycle and all other operational costs.	2,5,6,7 expand bus services in communities with a high percentage of low-income households, improves connectivity inside the QE's service area while also coordinating with other public transportation service providers and serves the middle and high school student population.	Goal 1, 2, 3, 4, 5, 7, 9, 10	\$42,874.00	Transit Master Plan, pg. 24	\$20,416.00	\$22,457.60
2	Expanded Services Continuation	Continue funding for existing STIF service on the SAM Estacada route from the City of Sandy to Estacada City Hall. This includes at least one hour of service Monday through Saturday added during the FY19/21 funding cycle and all other operational costs.	2,5,6,7 expand bus services in communities with a high percentage of low-income households, improves connectivity inside the QE's service area while also coordinating with other public transportation service providers and serves the middle and high school student population.	Goal 1, 2, 3, 4, 5, 7, 9, 11	\$51,584.40	Transit Master Plan, pg. 28	\$24,564.00	\$27,020.40
3	Expanded Services Continuation	Continue funding for existing STIF service on the SAM Shopper Shuttle route in the City of Sandy. This includes at least two evening runs daily added during the FY19/21 funding cycle and all other operational costs.	2,5,6,7 expand bus services in communities with a high percentage of low-income households, improves connectivity inside the QE's service area while also coordinating with other public transportation service providers and serves the middle and high school student population.	Goal 1, 2, 3, 4, 5, 7, 9, 12	\$119,240.20	Transit Master Plan, pg. 19	\$56,782.00	\$62,458.20
4	Expanded Services	Funding for STIF service on SAM Shopper Saturdays. This includes operation costs for at least 5 hours of Saturday service.	2,5,6,7 expand bus services in communities with a high percentage of low-income households, improves connectivity inside the QE's service area while also coordinating with other public transportation service providers and serves the middle and high school student population.	Goal 1, 2, 3, 4, 5, 7, 9, 13	\$ 52,256	Transit Master Plan, pg. 19	\$ 24,884	\$ 27,372
4	Vehicle Maintenance	Vehicle maintenance costs associated with the SAM Gresham, SAM Estacada, SAM Clackamas Town Center, SAM rides, SAM Elderly and Disabled services.	Increased frequency of service to low income communities, student transportation	Goal 1, 2, 3, 4, 5, 6, 9	\$ 20,000		\$ 10,000	\$ 10,000
6	Administration Costs	Approved category to cover the costs of administering the STIF program, including project/plan development, ongoing operating costs, procurement, surveys of services, expand facilities plans, and audit costs.	Administration	Goal 9 and 10	\$ 20,000	N/A	\$ 10,000	\$ 10,000
7	Program Reserve	Approved program to cover costs of operations. Can be used to cover loss, decreases or flat funding in other revenue sources, increased costs of operations including maintenance or increased costs in contractor rates.			\$ 30,061		\$ 15,000	\$ 15,061
7	Carry Over	Carry Over Estimate - for Capacity Planning and Construction Project	Planning project- will improve frequency and reliability of service connections between communities and reduce fragmentation in the provision of transportation services	Goal 1, 2, 3, 4, 10		Sandy Transit Master Plan/Sandy Operations Center Master Plan, Pg 37		
	Total Formula Funding				\$ 336,016		\$ 161,646	\$ 174,370
8	Dial-a-Ride Operations	Operational Cost for SAM rides dial-a-ride program Monday through Saturday.	2,5,6,7 expand bus services in communities with a high percentage of low-income households, improves connectivity inside the QE's service area while also coordinating with other public transportation service providers and serves the middle and high school student population.	Goal 1, 2, 3, 4, 5, 7, 9, 12	\$ 310,364		\$ 155,182	\$ 155,182
9	Dial-a-Ride Operations	Elderly and Disabled	Capital purchases for increased frequency of service to low income communities, student transportation.	Goal 1, 2, 3, 4, 5, 7	\$ 11,201		\$ 5,600	\$ 5,601
10	SAM Estacada				\$ 101,926		\$ 50,963	\$ 50,963
11	Regional Coordination				900,000		450,000.00	450,000.00
12	Regional Coordination Carry Over				78,261		39,130.50	39,130.00
					\$ 1,737,768			

# Transit Staff Report-December 2024

Posted on [January 11, 2025](#) by [ahowell](#)



# SANDY AREA METRO

**From the Transit Manager**

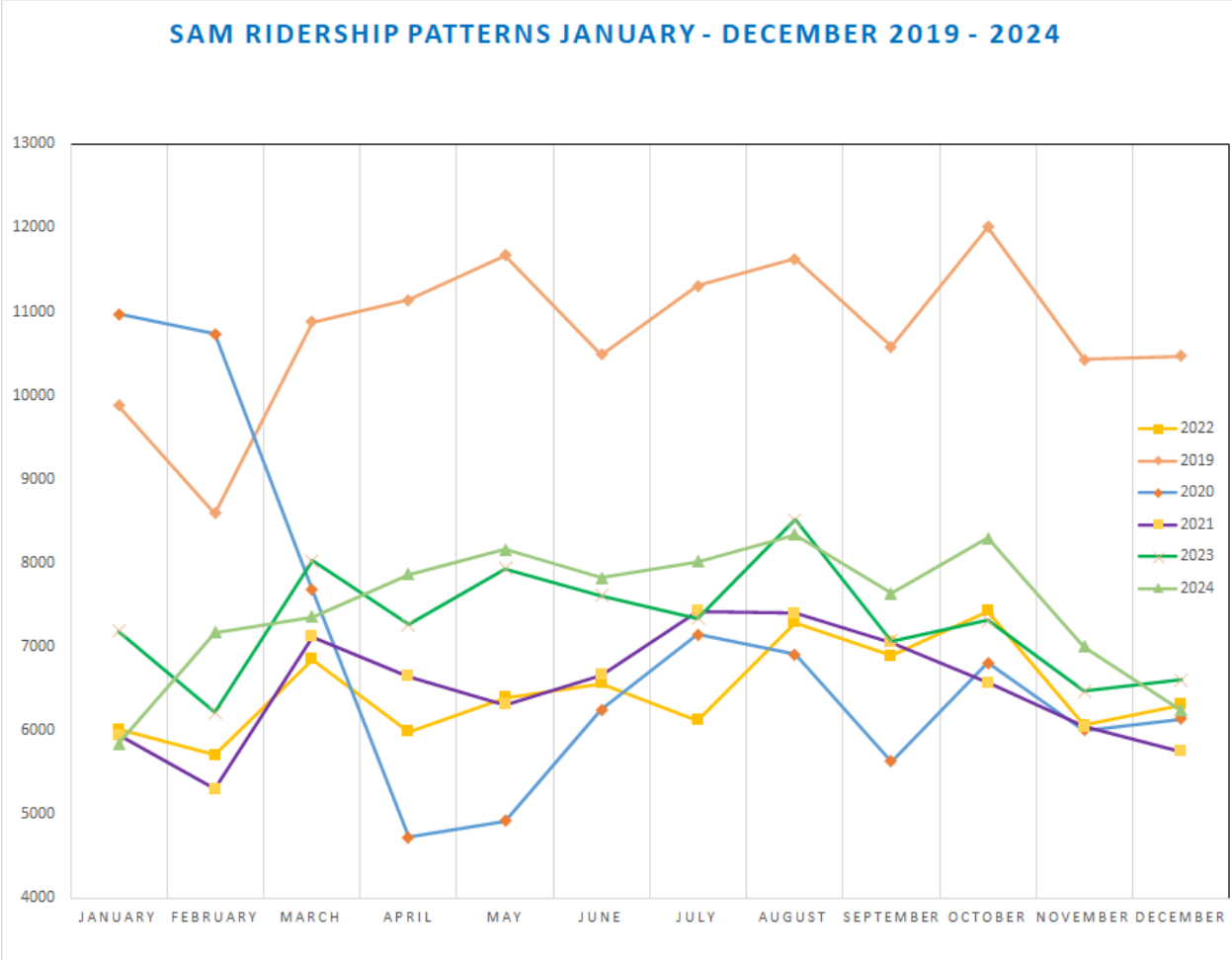
**The Jolly Trolley**





SAM celebrated the holidays in true transit style. Once again, the Jolly Trolley proved to be a holiday favorite for Winterfest attendees!! We began with a total of 10 tours on 5 separate days in December. We had such a long waiting list that we added an additional 4 runs for a total of 14. 383 riders enjoyed viewing lights, singing carols, stopping at the inflatable house for gifts and visiting the lights at Meinig Park where they were served hot chocolate and cookies. A shoutout to our drivers Chuck, Musa and Bradley for making this a memorable holiday event!

### **Ridership**



Overall December 2024 ridership dipped slightly by 5.5% compared with December 2023. Historically, December ridership is historically lower, due to holiday schedules. SAM-Gresham provided 4,012 rides a decrease of 18.7% compared to last year. SAM-Estacada transported 574 passengers, an increase of 140.2%. The SAM-Clackamas route completed it's 12 month with 458 riders! That is a 510.7% increase from the beginning of the year.

SAM rides provided 973 rides (383 on the Jolly Trolley), an increase of 80.2%. ED provided 88 medical rides in December of 2024, a 25.4% decrease compared to 118 rides in December 2023.

**Sandy-Clackamas County Partnership**

In December SAM brought in \$4,837.34 in revenue from the oversight of Mt. Hood Express. SAM provided 115 rides to Clackamas County residents, generating \$10,704.48 in revenue. Total revenue for the month of December was \$15,541.82. In addition to the revenue provided, shared installation of onboard tablet and associated equipment created cost efficiencies for both the City the County.