

**ORDINANCE NO. 653**

**AN ORDINANCE AMENDING COMPREHENSIVE PLAN AND ADOPTING A TRANSIT MASTER PLAN FOR THE CITY OF WILSONVILLE AND REPLACING CHAPTER 6, TRANSIT SYSTEM AND CHAPTER 8 TRANSPORTATION DEMAND MANAGEMENT OF THE 2003 TRANSPORTATION SYSTEMS PLAN.**

WHEREAS, the Planning Commission conducted public hearings on August 9, 2006, September 13, 2006, and October 11, 2006, wherein the Commission received public testimony, staff reports and input, and exhibits, and thereafter deliberated and voted to approve Resolution No. LP06-0006 recommending to the City Council the approval of a Comprehensive Plan Amendment adopting a Transit Master Plan for the City of Wilsonville and replacing Chapter 6, Transit System and Chapter 8, Transportation Demand Management of the 2003 Transportation Systems Plan; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation is marked Exhibit A, attached hereto and incorporated by reference herein; and

WHEREAS, in the process of bringing forward the aforementioned Planning Commission recommendation, staff of the City's Transportation Department which operates the City's Transportation system under the trademark of SMART has explored the funding necessary to carry the amended transit program forward, and is recommending that the program be forwarded in phases and the funding be increased accordingly; and

WHEREAS, SMART staff has provided its phasing plan and recommendations in its report dated June 16, 2008, a copy of which is marked Exhibit B, attached hereto and incorporated by reference herein; and

WHEREAS, in response to the City Council's direction at the City Council's June 16, 2008 meeting (see page 9 of 16 of the meeting transcript), staff has provided amendments to Chapter 2 and 4, a copy of which is marked Exhibit C, attached hereto and incorporated by reference herein; and

WHEREAS, SMART staff is also recommending by separate ordinance (Ordinance No. 652, An Ordinance To Increase The Transit Tax Rate From 0.33% To 0.50% Effective October 1, 2008) for funding Phase-1 of the amended transit program increasing the Transportation Payroll and Self Employment Tax from 0.33 percent to 0.50 percent, which ordinance is scheduled for contemporaneous adoption with the amending ordinance; and

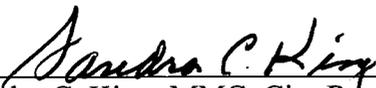
NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. The above recitals are incorporated by reference herein as findings and conclusions of the City Council, save and except to the extent the recommendation of the staff report of June 16, 2008 modify the earlier recommendations of the Planning Commission in Resolution No. LP06-0006, the recommendations of the staff report of June 16, 2008 are adopted (as modified in Exhibit C.), and subject to the further and separate adoption of an increase in the Transportation Payroll and Self Employment Tax fund the transportation services.

2. The Comprehensive Plan is amended to adopt a Transit Master Plan for the City of Wilsonville and replacing Chapter 6 Transit System, and Chapter 8 Transportation Demand Management of the 2003 Transportation System Plan.

3. The City Manager is directed to bring back t the City Council within 45 days a Transit Master Plan for the City of Wilsonville and the 2003 Transportation System Plan with the replaced Chapters 6 and 8 as authorized above for the purpose of informing the City Council of completion of the actions the Council has authorized herein.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 16<sup>th</sup> day of June 2008 and scheduled for a second reading at a regular meeting thereof on the 7<sup>th</sup> day of July 2008 commencing at the hour of 7 p.m. at the Wilsonville City Hall.

  
\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

ENACTED by the City Council on the 7th day of July 2008 by the following votes:

Yes: -4-

No: -1-

  
\_\_\_\_\_  
Sandra C. King, MMC, City Recorder

DATED and signed by the Mayor this 10<sup>th</sup> day of July 2008.

  
\_\_\_\_\_  
CHARLOTTE LEHAN, MAYOR

SUMMARY OF VOTES:

Mayor Lehan	Yes
Councilor Kirk	No
Councilor Knapp	Yes
Councilor Ripple	Yes
Councilor Núñez	Yes

Attachments:

Exhibit A – Planning Commission Record Index

Exhibit B – Staff Report dated June 16, 2008 from Cynthia Thompson, Transit Director

Exhibit C – Amendments to Chapters 2 and 4

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Actions from the October 11, 2006 Planning Commission meeting:**

- **Notice of Decision**
- **Resolution No. LP06-0006**
- **Motion**
- **Minutes**

**Staff Report for October 11, 2006 Planning Commission meeting:**

- Exhibit 1: Draft Transit Master Plan, (Updated October 2006) *Large document is located in the Planning Division*
- Exhibit 8: "SMART Transit Master Plan Revisions, October 2006"
- Exhibit 7: TMP Recommendations Chart 2
- Exhibit 6: SMART Letter to Large Employers dated October 5, 2006, from Stephen Dickey
- Exhibit 5: A memo from Christine Heycke, dated October 5, 2006, regarding Transit Master Plan Hearing

**Actions from the September 13, 2006 Planning Commission meeting:**

- **Motion to continue the LP06-0006 Public Hearing.**

**Actions from the August 9, 2006 Planning Commission meeting:**

- **Meeting minutes**
- **Motion to continue the LP06-0006 Public Hearing.**

**Staff Report for August 9, 2006 Planning Commission meeting including:**

- Exhibit 4: A memorandum dated August 2, 2006, from Christine Heycke, regarding Revisions to Transit Master Plan.
- Exhibit 3: An email dated July 21, 2006, from Matthew Crall of DLCD, regarding Transit Master Plan
- Exhibit 2: Compilation of Citizen Input for the master planning process. *Large document is located in the Planning Division*
- Exhibit 1: Draft Transit Master Plan dated June 2006 *Large document is located in the Planning Division*

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Located in the Planning Files:

- Affidavits of Mailing and Posting
- DLCD Notice of Proposed Amendment

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Actions from the October 11, 2006 Planning Commission meeting:**

- **Notice of Decision**
- **Resolution No. LP06-0006**
- **Motion**
- **Minutes**



29799 SW Town Center Loop E  
Wilsonville, Oregon 97070  
(503) 682-1011  
(503) 682-1015 Fax Administration  
(503) 682-7025 Fax Community Development

**NOTICE OF DECISION**  
**PLANNING COMMISSION**  
**RECOMMENDATION TO CITY COUNCIL**

**FILE NO.:** LP06-0006

**APPLICANT:** City of Wilsonville

**REQUEST:** *Comprehensive Plan Amendment adopting a Transit Master Plan for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 Transportation Systems Plan.*

After conducting public hearings on August 9, 2006, September 13, 2006 and October 11, 2006, the Planning Commission voted to recommend approval of this action to the City Council by passing Resolution No. LP06-0006.

The City Council is tentatively scheduled to conduct a Public Hearing on this matter on December 18, 2006, at 7:00 p.m., at the Wilsonville City Hall, 29799 SW Town Center Loop East.

For further information, please contact the Wilsonville Planning Division, Wilsonville City Hall, 29799 SW Town Center Loop East, or telephone (503) 682-1011.

PLANNING COMMISSION  
RESOLUTION NO. LP06-0006

**A WILSONVILLE PLANNING COMMISSION RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT A COMPREHENSIVE PLAN AMENDMENT ADOPTING A *TRANSIT MASTER PLAN* FOR THE CITY OF WILSONVILLE AND REPLACING CHAPTER 6 TRANSIT SYSTEM AND CHAPTER 8 TRANSPORTATION DEMAND MANAGEMENT OF THE 2003 TRANSPORTATION SYSTEMS PLAN.**

WHEREAS, the Wilsonville Planning Director submitted proposed Ordinance amendments to the Planning Commission, along with a Staff Report, in accordance with the public hearing and notice procedures that are set forth in Sections 4.008, 4.010, 4.011 and 4.012 of the Wilsonville Code (WC); and

WHEREAS, the Planning Commission, after providing the required notice, held Public Hearings on August 9, 2006, September 13, 2006 and October 11, 2006, to review the Draft Transit Master Plan and to gather additional testimony and evidence regarding the Ordinance; and

WHEREAS, the 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 their 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; and

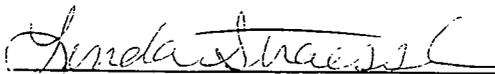
NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby adopt all Planning Staff Reports along with the findings and recommendations contained therein and, further, recommends that the Wilsonville City Council approve and adopt the Draft Transit Master Plan, as reviewed and amended by the Planning Commission; and

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

ADOPTED by the Planning Commission of the City of Wilsonville at a regular meeting thereof this 11<sup>th</sup> day of October 2006, and filed with the Planning Administrative Assistant on October 14, 2006.

  
\_\_\_\_\_  
Wilsonville Planning Commission

Attest:

  
\_\_\_\_\_  
Linda Straessle, Administrative Assistant I

SUMMARY of Votes:

Chair Hinds:	<u>Ave</u>
Commissioner Goddard:	<u>Ave</u>
Commissioner Faiman:	<u>Ave</u>
Commissioner Guyton:	<u>Ave</u>
Commissioner Iguchi:	<u>Absent</u>
Commissioner Hurst:	<u>Ave</u>
Commissioner Phelps:	<u>Ave</u>

PLANNING COMMISSION

WEDNESDAY  
OCTOBER 11, 2006  
6:45 P.M.

Wilsonville Community Development Annex  
8445 SW Elligsen Road  
Wilsonville, Oregon

MOTION

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II. CONTINUED PUBLIC HEARING

A. APPLICATION NO.: LP06-0006

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a *Transit Master Plan* for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the *2003 Transportation Systems Plan*.

Commissioner Hurst moved to adopt Resolution No. LP06-0006, recommending the adoption of the Draft Transit Master Plan to City Council with the modifications as presented in the staff report. Commissioner Faiman seconded the motion, which carried 6 to 0.

**WEDNESDAY**  
**OCTOBER 11, 2006**  
**6:45 P.M.**

**Wilsonville City Hall**  
**29799 SW Town Center Loop East**  
**Wilsonville, Oregon**

Approved  
November 8, 2006

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**Minutes**

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**I. CALL TO ORDER - ROLL CALL**

Chair Hinds called the meeting to order at 6:45 p.m. Those present:

Planning Commission: Mary Hinds, Richard Goddard, Steve Hurst, Craig Faiman, Sue Guyton, Ray Phelps and City Council Liaison Alan Kirk. Debra Iguchi was absent.

City Staff: Chris Neamtzu, Sandi Young, Paul Lee, Delora Kerber, and Peggy Watters.

**II. CONTINUED PUBLIC HEARING**

Chair Hinds called the public hearing to order at 6:52 p.m. and called for the Staff report.

**A. APPLICATION NO.: LP06-0006**

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a *Transit Master Plan* for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 *Transportation Systems Plan*.

*This Public Hearing was continued from the August 9, 2006 and September 13, 2006 Planning Commission meetings.*

Chris Neamtzu, Long Range Planning Manager:

- Introduced Christine Heycke and Steve Dickey of SMART to present the Transit Master Plan follow-up material including an update on the Planning Commission's request for additional survey work of some of Wilsonville's larger corporate employers and an errata sheet noting a series of corrections.
- City Staff recommends forwarding the Transit Master Plan to City Council with a recommendation of approval.

Christine Heycke, Transportation Planner for SMART:

- Overviews the errata changes to the Transit Master Plan with these additional comments (Exhibit 8):
  - \* Page 15 now reflects the change that Route 201 will not continue to the Amtrak station in downtown Portland, but will turn around earlier. Though previously reflected in the text, the revision updated an inset picture with the map showing the loop going to Pearl District.

- \* Page 44 shows new Implementation Measure 5.12 requesting that SMART become a member of the Columbia-Willamette Clean Cities Initiative, which is also added to the table on page 50.
- \* On page 59, "rate" was changed to "revenue" according to discussion at the last meeting, since the payroll tax rate has not changed.
- \* On page 56, a new section with an added table, was added to replace the former "Major Capital Projects" section, which provides more detail.

Steve Dickey, City of Wilsonville, SMART Transit Director:

- Explained the revisions expanded upon originally described projects and provided more specifics about what the proposed outcome would be with those projects' development.
  - \* A table was also added identifying square footage and estimated cost for those projects based on today's dollars (page 57, Transit Master Plan; page 14 of the Staff report).
  - \* This table provides more detail regarding the components of the \$9.8 million described in the prior paragraph.
    - Ms. Heyke added the expanded section also includes additional discussion about fare revenue and payroll tax increases and the North Wilsonville Park and Ride Lot. This concludes the minor revisions to the Transit Master Plan.
- Reviewed the survey SMART conducted of larger Wilsonville employers soliciting input about the expected increases in payroll taxes for the expanded SMART services and potential support for the Transit Master Plan as follows:
  - \* Staff hand delivered both a letter (Exhibit 6 on page 3 of 15 of the staff report) and Exhibit 7 (page 5 of 15) to each individual on the distribution list (Exhibit 6), requesting that the CEO consider the provided material and the Transit Master Plan's financial impact and that input be provided to SMART.
    - Access to the CEO of a couple companies was not allowed, so the packet was distributed to the person designated by the company.
  - \* SYSCO Food Services was the only response received when the Planning Commission packets were prepared.
    - SMART met and had a good discussion with SYSCO Human Resources Director, Don Havercamp, and Greg Wolf, CFO, about specific projects being proposed. They recommended that the lunch shuttle not be provided, which was also raised during previous hearings.
    - Regarding the increase in cost, Mr. Walt, a former resident of Atlanta and very familiar with using transit, felt services that benefit the commuter are worth the investment. Also, the increase in costs SYSCO would experience is still significantly less than having TriMet provide service in Wilsonville.
    - Areas addressed in the Transit Master Plan that would benefit SYSCO were also discussed, like vanpools and assistance with carpool/rideshare programs.
    - The sentiment at the meeting's conclusion was that while no one likes a price increase, the payroll tax rate had not been increased for 16 years. When areas and cities grow, some increased costs are inevitable and everything was being done to keep costs under control.
  - \* Other survey responses ranged from "no questions and not wanting a meeting" to "very, very busy at this time" and "not enough of an issue to consider". There were no other responses beyond that magnitude.
  - \* Follow up telephone calls were made to every one of the offices to ensure that the materials reached the designated person and to ask again, for an appointment with SMART, and if there were any questions or concerns.
  - \* He wished he could report that a direct answer was received from most of those surveyed, but it had not occurred.

- Similarly, very little response was received following a concerted effort made in conjunction with the Chamber of Commerce to gain input from a previous survey targeted specifically to the lead person at these different agencies, including some branch managers, others CEOs.

The Commissioners questioned Ms. Heycke and Mr. Dickey regarding the Transit Master Plan.

Commissioner Guyton:

- Noted inconsistencies in the titles presented on page 13 of 14 of the Staff report and titles in Exhibit 7. For instance, "Expansion 2: Route 202-New Villebois Route" and "Expansion 3: Route 201-Downtown Portland Extension" were named on page 13, but Exhibit 7 stated "Expansion 2: Route 201-Downtown Portland Extension."
  - \* Mr. Dickey clarified that the exhibits of the survey were tied to a different structure than the Transit Master Plan. The exhibit was provided to consider whether a project could be done; however, specific projects in that table include a variety of other pieces, some are subcomponents of the expansions.
    - For instance, "Expansion 2: Route 202-New Villebois Route", on page 13 and the exhibit were broken into two pieces because that route has two phases. If approved, SMART would proceed with the first phase to serve the commuter rail and ensure access to businesses. The second phase would begin transit service into Villebois after the development is filled enough to justify operating a fixed route service.
  - \* Exhibit 7 was not included in the Transit Master Plan but was structured to provide a framework of what existing SMART services cost and the number of rides provided.
- Suggested making the descriptions more coherent, such as discussing the route and not expansions to eliminate confusion when trying to compute proposed costs.
  - \* Ms. Heyke agreed such numbering was not needed as it did create confusion.
  - \* Mr. Dickey confirmed that the numbers would not add up because the projects were split up differently between the table of Exhibit 7 and the Transit Master Plan. He recommended striking the term, "Expansion" from the descriptions on page 56 of the Transit Master Plan. Commissioner Guyton agreed with this recommendation.

Commissioner Goddard:

- Asked if SMART planned to pursue additional responses to the letter (Exhibit 6). It was difficult to draw conclusions about how the broader business community feels about the proposal given only one response.
  - \* Mr. Dickey acknowledged that further responses could be pursued, another follow up phone call or other means pursued; however, he wanted to be sensitive to people's time.
    - He was concerned that pestering and hounding would annoy these very busy people rather than having them be open and willing to participate in further discussion.
    - While their input is very valuable, he understood that CEOs and managers felt it was not worth their time to consider the Transit Master Plan and provide input.
- Supposed one conclusion could be that the costs were not significant enough to warrant their response but he was not sure this was a reasonable conclusion.
  - \* Mr. Dickey clarified that while only one in-person meeting was held, more responses were received.
    - Three others responded that they had no questions and did not want to meet. Another responded they were very busy and did not have time to deal with something of this nature, but thanks for asking.
  - \* He asked what the Commission would like to see SMART do next, if further responses were wanted.

Commissioner Hurst:

- Wanted to leave it as it was. Very intelligent people ran these companies and if something were costly enough for them to look into, they would. Pursuing further responses would be pestering.

Commissioner Goddard:

- Asked if Alan Kirk would comment as a representative of OrePac.
  - \* Mr. Dickey said a response was received from OrePac.

Councilor Alan Kirk, OrePac Building Products, 31070 SW OrePac Avenue, Wilsonville, OR 97070:

- Did not believe the letter sent from SMART was specific enough regarding what the additional cost would be to individual businesses.
  - \* One company with a \$1 million payroll may be paying \$33,000 in payroll taxes; the proposal might increase that by 40%. He did believe businesses calculated just how much individual payroll taxes would increase.
- He had responded that he received and understood the survey material, but due to his position he would not respond beyond that, as he already knew what the answers were.

Commissioner Phelps:

- Was satisfied with the efforts made, although not when he initially read the Staff report.
  - \* Given that personal contact had been attempted several times, however, he believed the response from employers was the Transit Master Plan was fine.
- Agreed that Councilor Kirk's observation was fairly accurate, but when business people are dealing with large issues and money amounts, the transit system tends to justify expenditure as long as employees are not making negative comments.
  - \* If the increases were significant, they would know what the dollar amount was.
- Suggested that SMART represent their efforts to solicit responses differently because its efforts were much better than communicated. Originally, he was concerned about whether the packets had even made it to the right place, more details were needed.
  - \* Mr. Dickey said the materials were submitted on October 5<sup>th</sup> creating a timing issue for this hearing. He noted that all the responses were documented and could be made available.
- Asked where the commuter rail project, labeled Washington County, would operate.
  - \* The Washington County Commuter Rail Project was technically the project name under Federal appropriation. The project will have five stations with the southern terminus in Wilsonville and northern terminus at the Beaverton Transit Center off Canyon Road and Lombard Avenue. The other three stops were near the Tualatin/Sherwood Highway, downtown Tigard and at Hall Boulevard and Highway 217 near Washington Square, where the old JAF building was located. Both buses and MAX serve the Beaverton Transit Center.
- Asked if there was parking at the Beaverton Transit Center.
  - \* No, anyone parking at the north end of the line would have to park in adjacent park and ride lots one or two stops away, then take the MAX to the Beaverton Transit Center. The Tigard, Tualatin and Washington Square stations would have long-term parking.
- Commented light rail was wonderful; his biggest complaint was not knowing what to do with his car.
- Stated the description of the Wilsonville commuter rail terminus reminded him of the new facility in downtown Salem across from the courthouse.
  - \* Mr. Dickey agreed Wilsonville's transit center would be similar, but a bit more compact with two on the entry points and then a 90-degree with a turnaround point, not a drive through lane. Bus traffic will not mix with car traffic.
- Asked if Wilsonville and TriMet are funding the project or are other cities contributing?
  - \* Because Wilsonville is outside the TriMet district, an operating agreement had been negotiated which included \$300,000 for the first five years, then \$300,000 plus the CPI for years six through twenty as the guaranteed floor.

- \* The multi-modal facility's development is a split venture between TriMet and Wilsonville with costs also split. The rail portion is a TriMet project, the transit piece, Wilsonville's, and the park and-ride is the shared piece. He reviewed the background of the commuter rail property purchase and maintenance.
- Asked if Federal dollars were funding a portion of the commuter rail project.
  - \* Yes, about \$2 million in Federal funds were already used to purchase the property and \$1 million more in Federal earmarks would cover about 48% of the City of Wilsonville's remaining cost, for which reserves were already set aside.
- The commuter rail will deliver commuters then ground buses will distribute people throughout the community?
  - \* Yes, which facilitated changes to the Transit Master Plan, to accommodate commuters and guarantee a no longer than 10 minute trip to the furthest employment site.
- Asked why the Route 203 did not provide service during the midday hours. He understood the area did not have a real active commercial environment.
  - \* Mr. Dickey explained that Route 203 was provided primarily because of the significant number of employers along the route and to connect with TriMet's 96 bus.
    - He clarified Route 203's operating hours; no midday service was provided due to ridership demand. SMART's IX also served the route.
  - \* TriMet's 96 comes in at Commerce Circle and goes around that loop during commute times only.
    - SMART times routes to connect with TriMet as much as possible.

Chair Hinds:

- Asked for more details regarding SYSCO's comments about the lunch shuttle.
  - \* Mr. Dickey stated that Mr. Wolf's opinion was based on the cost and the number of rides a lunch shuttle would provide. It was much too expensive an endeavor for the value of the dollar.
    - The average cost per ride would be about \$38, much higher than SMART's Dial-a-Ride Service of \$20 per ride, a very specialized and focused service.
    - In jest, Mr. Wolf said, "We could afford to pay people's cab fares for that amount." Mr. Dickey concurred.
- Added the vanpools would be a more cost efficient option.

Commissioner Goddard thanked Ms. Heycke and Mr. Dickey for responding to the Commission's request to seek input from the business community on the proposed SMART service expansions.

Chair Hinds added the Commission consented that SMART's efforts were carefully considered and thorough in attempting to get input, though not a lot was received. Nothing further was being directed about getting more responses.

Chair Hinds called for testimony from the audience. There was none.

Chair Hinds closed the public hearing at 7:25 p.m. and called for a motion.

**Commissioner Hurst moved to adopt Resolution No. LP06-0006, recommending the adoption of the Draft Transit Master Plan to City Council with the modifications as presented in the staff report. Commissioner Faiman seconded the motion, which carried 6 to 0.**

Respectfully submitted,



Paula Pinyerd, Transcriptionist for  
Linda Straessle, Planning Administrative Assistant

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Staff Report for October 11, 2006 Planning Commission meeting:**

- Exhibit 1: Draft Transit Master Plan, (Updated October 2006) [Large document located in the Planning Files.]
- Exhibit 8: "SMART Transit Master Plan Revisions, October 2006"
- Exhibit 7: TMP Recommendations Chart 2
- Exhibit 6: SMART Letter to Large Employers dated October 5, 2006, from Stephen Dickey
- Exhibit 5: A memo from Christine Heycke, dated October 5, 2006, regarding Transit Master Plan Hearing

PLANNING COMMISSION  
WEDNESDAY, OCTOBER 11, 2006  
6:45 P.M.

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V. CONTINUED PUBLIC HEARING

A. Application NO.: LP06-0006

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a *Transit Master Plan* for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the *2003 Transportation Systems Plan*.

*The Draft Transit Master Plan can be accessed from:  
<ftp://smart:transit@ftp.altaplanning.com>.*

*This Public Hearing has been continued from the August 9, 2006 and September 13, 2006 Planning Commission meetings.*

# Memo

**To:** Wilsonville Planning Commission  
**From:** Christine Heycke, AICP  
**Date:** October 5, 2006  
**Re:** Transit Master Plan Hearing

LP06-0006

## Exhibit 5

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During the previous Planning Commission work sessions a request was made that SMART contact Wilsonville employers, who support SMART with payroll taxes, to assess their support of proposed transit service expansions. To follow up on this request, SMART delivered letters to the CEOs of top transit-tax-paying companies in Wilsonville. SMART will present the results of this outreach effort at the October 11 Planning Commission hearing.

It was also suggested that SMART join the Columbia Willamette Clean Cities Initiative to work cooperatively with other jurisdictions towards a cleaner environment. A new policy calling for SMART to join the Clean Cities initiative has been added to the Plan.

Additional changes were made to clarify, correct errors, and add greater detail on major capital projects. A description of the edits is attached along with the revised pages. The letter sent to CEOs and the recipient list is also attached. A revised Transit Master Plan incorporating the described edits has been posted at <ftp://smart:transit@ftp.altaplanning.com>.



South Metro Area Regional Transit

October 5, 2006

Name  
Company  
Address  
City, State Zip

LP06-0006

# Exhibit 6

Re: Requesting input on Draft Transit Master Plan

Dear Mr. Williams:

In 2005 SMART, the transit department for the City of Wilsonville surveyed your company for service recommendations to be included in the twenty-year Transit Master Plan (TMP). SMART is now in the final stages of completing the TMP. This plan addresses the anticipated business and residential growth, and the needs that will arise for a higher level of public transportation. As a result of the work in the TMP, SMART is proposing the addition of three new routes and the expansion of three existing routes. In addition, a redesign of the current service is planned in order to coordinate with the Washington County Commuter Rail that will begin service in the fall of 2008. These changes will more than double SMART's capacity to provide service to residents and employees in and around Wilsonville over the next twenty years.

In relation to these proposed increases in service are also proposed increases in the payroll tax rate to cover the additional expenses. However, in keeping with SMART's goal to provide an excellent level of service for the least cost possible SMART is working with a variety of models that will provide adequate revenue to meet the transit needs of the community while controlling costs and staying well below the rate the business community would pay if TriMet were providing very limited service to Wilsonville. The current transit payroll tax rate is .33%. The services described in the Transit Master Plan could be covered with an increase that would be no higher than .5% of your company's payroll and for the majority of the years would be between .44% and .47%. This is much lower than the .7018% rate that TriMet will have in 2012.

We are asking that you provide input on the proposals identified in the Draft Transit Master Plan (a summary of the services proposed is enclosed). Please respond via e-mail to: [dickey@ridesmart.com](mailto:dickey@ridesmart.com). In addition, I would welcome the opportunity to meet with you in person to discuss any recommendations or concerns you may have with the TMP.

The Wilsonville Planning Commission will be taking these comments into consideration on October 11, 2006, at 6:45 PM when the Transit Master Plan will be before the Commission.

A full copy of the Transit Master Plan is available online at: [ftp://smart.transit@ftp.altaplanning.com/](http://smart.transit@ftp.altaplanning.com/)

Sincerely,

Stephen Dickey, Transit and Fleet Services Director  
SMART / City of Wilsonville  
(503) 570-1576  
[dickey@ridesmart.com](mailto:dickey@ridesmart.com)

Tim Williams, President  
Xerox Corporation  
26600 SW Parkway Center Drive  
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Kyle Ransom, CEO  
inFocus Corporation  
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Walden Rines, CEO  
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Joe Maulugen, CEO  
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Bob Graham, Facilities Manager  
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Barb Sulek, HR Director  
Tyco Electronics  
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Earl Lewis, CEO  
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Jerry Dettwiler, CEO  
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John Houston, CEO  
Houston's Inc.  
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Leon Anderson, CEO  
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Dennis Stith, General Manager  
Rite Aid Distribution Center  
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Wilsonville, OR 97070

George Miranda, General Manager  
Fry's Electronics  
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Wilsonville, OR 97070

Matt Wilson, President  
Coca Cola Bottling Company  
9750 SW Barber Street  
Wilsonville, OR 97070

Terrell Richard, General Manager  
Costco  
25900 SW Heather Place  
Wilsonville, OR 97070

Peggy Fowler, CEO  
Portland General Electric  
121 SW Salmon Street  
Portland, OR 97204

Tom Miller, Manager  
Con-way Freight, inc.  
9835 SW Commerce Circle  
Wilsonville, OR 97070

Paul Gulick, CEO  
Clarity Visual Systems  
27350 SW 95<sup>th</sup> Avenue  
Wilsonville, OR 97070

Scott Sonnemaker, CEO  
Sysco Food Services  
26250 SW Parkway Center Drive  
Wilsonville, OR 97070

## Exhibit 7

### Existing Routes Revenue, Cost, and Ridership

Route Description	Payroll Tax to Support Route	Fully Allocated Cost	Other Revenue	Annual Ridership
<b>Dial-a-Ride:</b> This service provides curb to-curb transportation services for seniors and persons with disabilities. A large portion of this service is supported with grants specifically for this type of service.	\$336,569	\$455,167	\$118,598	23,809
<b>Route 201 - Barbur:</b> This route provides service between Wilsonville and the Barbur Transit Center in Portland. Included areas are the east side employment sites in Wilsonville, the Tualatin Park and Ride, and the Barbur Transit Center.	\$437,843	\$582,615	\$144,772	72,182
<b>Route 201 Saturday - Wilsonville North South Community Shuttle:</b> This route provides north / south service in Wilsonville on the east side of Wilsonville. It is primarily designed to connect residents with businesses in both the north and south ends of Wilsonville on Saturdays.	\$26,978	\$30,344	\$3,366	2,194
<b>Route 203 - Commerce Circle:</b> This route provides service between City Hall and Commerce Circle in Wilsonville. It primarily serves employment sites on the west side of Wilsonville. This route only operates during peak commute times in the morning and afternoon.	\$124,786	\$127,447	\$2,661	14,918
<b>Route 204 - Cross-town Shuttle:</b> This route provides service between Boulder Creek Apartments and Wood Middle School in Wilsonville. It primarily serves residential and business areas in the along the Wilsonville Road corridor.	\$398,017	\$418,753	\$20,736	104,428
<b>Route 204 Saturday -</b> The same as the weekday 204.	\$29,015	\$30,344	\$1,329	6,692
<b>Route 205 - Canby:</b> This route provides service between Wilsonville and Canby. It includes stops in Charbonneau, and both residential and business stops in Canby. It operates primarily during peak morning and afternoon commute times with two trips mid-day provided by Canby Area Transit.	\$194,283	\$222,526	\$28,243	15,968
<b>Route 1X - Salem:</b> This route provides express commuter service between Wilsonville and Salem. Included are stops at major employment areas in Wilsonville (both east and west sides), service to the Market Street Park and Ride in Salem, stops in the Capitol Mall area, and the Salem Keizer Transit Center. This route operates only during morning and afternoon commute times and is shared with Salem Keizer Transit (5 daily roundtrips by SMART, 4 daily round trips by Salem Keizer Transit).	\$5,755	\$186,113	\$180,358	41,847

## Exhibit 7

### The Following Changes to Existing Routes are Required to Meet with the Washington County Commuter Rail

Change Description	Portion Paid by Payroll Tax	Total Fully Allocated Cost	Projected Ridership Increase	Motivating Factor
<b>Route 201 - Barbur:</b> Route will be extended to the Commuter Rail. Will serve Town Center, City Hall, Mentor Graphics, Xerox, Sysco/Argyle Square.	\$81,163	\$108,000	7,192	Ensure 10 minutes or less connection from Washington County Commuter Rail Station
<b>Route 203 - Commerce Circle:</b> Route will be modified to serve the Commuter Rail. Will serve employers along SW 95th, Boberg, and Barber. This route will also serve Coffee Creek II area when it is developed.	\$0	\$0	1,463	Ensure 10 minutes or less connection from Washington County Commuter Rail Station
<b>Route 204 - Cross-town:</b> Route will be extended to serve the Commuter Rail station and times will be adjusted to meet all trains on the hour and half hour.	\$98,850	\$104,000	5,114	Efficient Connections to the Washington County Commuter Rail for Wilsonville Residents
<b>Route 205 - Canby:</b> Route will be modified to serve the Commuter Rail.	\$0	\$0	828	Efficient Connections to the Washington County Commuter Rail for commuters traveling to and from Canby.
<b>Route 1X - Salem:</b> Route will be modified to serve the Commuter Rail.	\$0	\$0	2,051	Efficient Connections to the Washington County Commuter Rail for commuters traveling to and from Salem.

### The Following New Routes are High Priority to Provide Adequate Service to the Washington County Commuter Rail

Change Description	Portion Paid by Payroll Tax	Total Fully Allocated Cost	Projected Ridership Increase	Motivating Factor
<b>Route 202 - Villebois/Main St. Village:</b> Route 202 will serve Memorial Park, the residential areas of Davoren Ranch, Main Street Village, and Villebois areas currently without service as well as businesses and employment centers in the Villebois, Town Center, and Village on Main locations	\$345,975	\$364,000	37,183	Residential and Local Business Connections in Areas with No Service
<b>Route 206 - North Wilsonville Employment Centers:</b> New route serving the northern employment centers from the Commuter Rail station. This route will meet all trains on the hour and half hour and providing service throughout Wilsonville including the following locations: Mentor Graphics, Xerox, Sysco/Argyle Square.	\$270,887	\$285,000	58,522	Ensure 10 minutes or less connection from Washington County Commuter Rail Station

# Exhibit 7

## The Following New Routes or Changes to Existing Routes that are Listed by Priority Based on Survey and Public Outreach Results

Change Description	Portion Paid by Payroll Tax	Total Fully Allocated Cost	Projected Ridership Increase	Motivating Factor
<p><b>Expansion 2: Route 201-Downtown Portland Extension</b>                      This service would be extended from the Barbur Boulevard Transit Center in southwest Portland into downtown Portland via Barbur Boulevard serving Portland State University, with connections to Trimet MAX light rail, multiple TriMet bus routes, and the Portland Streetcar.</p>	\$166,731	\$450,000	95,250	Significant requests in public outreach events and strong support from survey results. Highly desirable by commuters into and out of Wilsonville.
<p><b>Additional Trips on Route 1X - Salem:</b> Add one round trip in the morning and afternoon to alleviate overcrowding of current trips.</p>	\$0	\$75,000	19,304	Majority of current trips are well above 85% capacity with several with standing room only. Many requests for additional trips.
<p><b>Saturday 202 - Villebois/Main St. Village:</b> Same as weekday 202</p>	\$28,450	\$32,000	4,500	Residential and Local Business Connections in Areas with No Service
<p><b>Expansion 3: Route 206-New Villebois Route Expansion</b>                      Route 206 would serve the subsequent expansion at Villebois and connect to the main eastside employment areas via Boeckman Road and Canyon Creek North, serving Mentor Graphics, Xerox, Sysco, and Argyle Square.</p>	\$75,088	\$79,000	73,152	Improved connections from Villebois to the rest of Wilsonville, Washington County Commuter Rail, and other SMART routes.
<p><b>Expansion 4: Lunch-time Shuttle</b>                      A new in-town route designed to provide service to employment sites around Wilsonville and connecting to local businesses (e.g., restaurants for lunch) between the hours of 11:00 am and 2:00 pm.</p>	\$171,346	\$175,000	4,572	Requested by the Wilsonville Chamber of Commerce members.
<p><b>Van Pools:</b> Two types of vanpools are being considered. The traditional vanpool bringing employees from communities in areas where transit service is not practical or shifts occur when transit does not operate. The second is vanpool shuttles that operate locally to transport workers from buses or commuter trains to a worksite where transit does not provide service that is adequate for commuters.</p>	TBD	TBD	TBD	Alternate to bus transportation to fill commuting needs in areas with fewer commuters or shifts not practical for transit services.

Change Description	Portion Paid by Payroll Tax	Total Fully Allocated Cost	Motivating Factor
WCCR Operating Cost Contribution	\$300,000	\$300,000	Required under Intergovernmental Agreement

## Exhibit 8

### SMART Transit Master Plan Revisions

October 2006

**Page 15**

Paragraph that starts with "The Portland service would..." Delete third sentence, which refers to Amtrak and turning around on Glisan. This sentence was supposed to be replaced by the sentence that follows it.

**Page 16**

Revise map of proposed route 201 to reflect turnaround at 10<sup>th</sup> Street. i.e. delete section of route that goes through downtown Portland to Pearl District.

**Page 44**

Add implementation measure 5.12:

Become a member of the Columbia-Willamette Clean Cities Initiative to work cooperatively with other jurisdictions and organizations to promote clean and efficient energy use.

Add this to Implementations Measures Table 3 on page 50, with check marks for RTP and TPR.

**Page 56**

Substitute attached file for section titled "Major Capital Projects".

**Page 59**

Under Increased Employment. first sentence. Change "rate" in first sentence to "revenue".

## 2. Recommended Bus Routes and Services

percent live in outer Southeast Portland or Gresham, an area served by the MAX line.

Route 201 would provide direct service to Portland, connecting with TriMet, MAX, and the Portland Streetcar (see Map 3 on page 16). This service would allow easy commuting between Portland and Wilsonville and would also provide Wilsonville residents with convenient access to the airport and other connections. In addition to providing practical travel options for Wilsonville residents and employees, the Portland-Wilsonville service would contribute greatly to the goal of an interconnected regional transportation network.

The Portland service would be an extension of the existing SMART Route 201, which already serves Barbur Transit Center and the south end of Portland. The proposed extension would continue north on Barbur, with stops at Bertha and Terwilliger. The next stop would be Harrison and 12th near Portland State University, after which the bus would proceed north on 10th, providing connections with TriMet buses, the streetcar, and MAX, before turning around on Yamhill. Travel time between Wilsonville and Portland is estimated to be about 45 minutes. Travel time on this route would be very competitive with automobile commuting (approximately 30 minutes), particularly if parking time is also considered.

Service hours will also be extended on this route to better accommodate the various shifts of workers in both Wilsonville and Portland. In particular, this expansion addresses the need of Wilsonville workers to be at work by 6 a.m. The first bus would leave Portland at 5:00 a.m., with the last bus leaving Portland at 7:41 p.m. Service would continue to run Monday through Friday on Route 201. The extended service is planned for 2008. When the demand for the service is sufficient to warrant greater than half-hour frequency, every other run will be operated as an express route. The express runs will go straight from commuter rail to the I-5 onramp at Wilsonville Road, with no in-town stops on the east side of Wilsonville.

### Route 202 – Villebois Shuttle

*Primary Purpose:* Local service to connect Villebois and Town Center, including Village at Main Street, Memorial Park, and Daydream Ranch.

*Secondary Purpose:* Connect Villebois and Town Center with commuter rail.

Route 202, the Villebois Shuttle, would operate hourly Monday through Friday with half-hourly service during peak commute hours (see Map 4 on page 17). It would allow Villebois residents to travel to the commuter rail station, where they could transfer to other routes or continue on to Town Center. This route also provides easy access to Memorial Park through Daydream Ranch. Route 202 service is planned for 2008, but initiation of service will depend on development progress and level of demand at Villebois. Additional Saturday service is expected to be added around 2015.

### Route 203 – Coffee Creek

*Primary Purpose:* Local service to employment sites on the west side of Wilsonville

*Secondary Purpose:* Enhance regional connectivity by linking with TriMet, Commuter Rail, and other SMART routes.

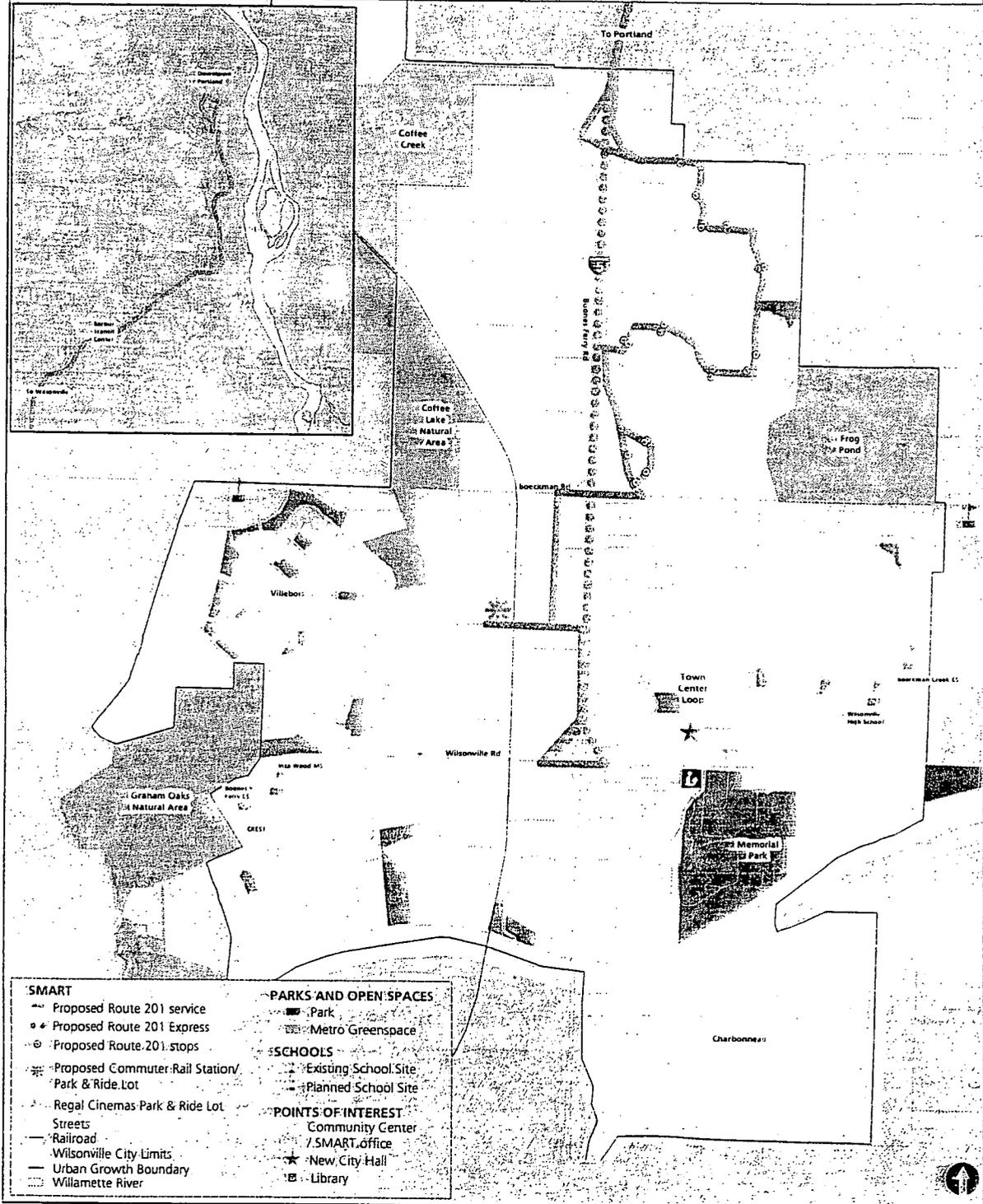
The existing Route 203 provides an important link between TriMet's Route 96 and employment sites on the west side of Wilsonville. With the advent of commuter rail, this route will provide even greater access to jobs in Wilsonville. Route 203 is currently a very short route with considerable room for expansion.

In the short term, Route 203 will be extended to offer service to Coffee Creek Correctional Facility (CCCF). A large percentage of CCCF employees live outside of the Wilsonville area, but have no practical alternatives to commuting via automobile. Individual requests and SMART survey results indicate that there is a demand for transit service to CCCF.

Future annexation of industrial lands will require new service or extension of existing routes on the northwest side of Wilsonville near Coffee Creek. An extension of Route 203 is planned to serve the Coffee Creek I area in approximately 2013, depending on the progress of development. Further development of the Coffee Creek II area and land north of Wilsonville may require additional frequency or service to meet demand. See Map 5 on page 18.

# SMART Routes: Route 201 - Proposed

DRAFT



Map 3. Proposed Route 201

alternatives become more available, less costly, and more reliable, these options should be re-examined.

As diesel prices continue to rise, alternatives become more cost competitive. Increasing production and distribution of alternative fuels is also likely to reduce the costs. At this writing, nearly all of the alternatives to diesel are more expensive. Some of these, such as hybrid buses have a much higher initial cost, but could recoup some of the difference over the life of the bus, due to reduced fuel usage and reduced maintenance costs for brakes and transmission. Others, such as compressed natural gas or fuel cell, require a new fueling system.

Grant funding and credits are available to offset the higher costs of implementing clean fuel technologies. For additional information on alternative fuels, see Appendix D.

### *Clean Fuel Formula Grant Program*

The Clean Fuels Formula Grant Program is sponsored by the Federal Transit Administration (FTA) to encourage deployment of advanced bus technologies. Public transit operators in clean air non-attainment or maintenance areas are eligible. The Portland Metropolitan Region is currently classified as a maintenance area for carbon monoxide.

The grant program was developed to assist transit systems in:

- Purchasing low-emissions buses and related equipment;
- Constructing alternative fuel fueling facilities
- Modifying existing garage facilities to accommodate clean fuel vehicles
- Assisting in the utilization of biodiesel fuel
- Re-power and retrofitting of pre 1993 engines

Expenditures on clean fuel technologies also qualify for Oregon Business Energy Tax Credits. A Pass-through option allows tax exempt entities to receive a portion of the credit by partnering with a tax-paying business. SMART would qualify for a credit of 25-30% of project costs.

### *Solar Power and Photo-Luminescent Materials*

Solar panels are being used more widely now to power electronic parking meters, emergency phones, and a number of other uses. Solar panels could also be

used to power lighting at shelters. This would also reduce the cost of running electrical conduit to the sidewalk. An installed photo-voltaic lighting system currently cost about \$1,450 per bus shelter.

Photo-luminescent materials are another means of lighting informational displays at bus shelters. The light-weight material can be applied as a decal or as an entire panel. It absorbs light during the day and continues to provide light many hours after dark. A side panel would cost a few hundred dollars, while photo-luminescent tape would cost considerable less.

### *Implementation Measure 5.10*

Research potential alternative fuels for transit vehicles, with a focus on environmental sustainability as well as cost efficiency. As new technologies mature and become readily available, evaluate their costs and benefits for SMART.

### *Implementation Measure 5.11*

Install solar-powered lighting at new bus shelters, wherever it is viable and the cost is not prohibitive when compared with conventional power. Encourage new developments providing bus shelters to use solar power for shelter lighting. Explore the use of photo-luminescent materials as another option for lighting at shelters.

### *Implementation Measure 5.12*

Become a member of the Columbia-Willamette Clear Cities Initiative to work cooperatively with other jurisdictions and organizations to promote clean and efficient energy use.

**Policy 6** Create a sense of community ownership of the transit system by encouraging citizen involvement.

## **Creating a Sense of Community Ownership**

The Wilsonville community has a strong sense of pride in their community and the SMART transit system. Additional efforts could be made to create a real sense of ownership within the community. Previous projects such as the SMART Art on the Bus contests in the schools have created buses that displayed local children's artwork. Children and parents are proud to see the artwork displayed, and their sense of

Measures	Timeline	TPR	OPTP	RTP	ECO	ADA	EDTP
5.7 Work with City Public Works staff to determine what effects signal prioritization and queue bypass would have on travel times for the bus and impact on overall traffic flow.	ongoing						
5.8 Evaluate bus pull-outs on a case-by-case basis to ensure safety for passenger loading and unloading and to balance delays to cars and buses.	ongoing			X			
5.9 In coordination with other traffic flow, revise traffic signal timing sequences as appropriate to help buses.	ongoing			X			
5.10 Research potential alternative fuels for transit vehicles, with a focus on environmental sustainability as well as cost efficiency. As new technologies mature and become readily available, evaluate their costs and benefits for SMART.	ongoing			X			
5.11 Install solar-powered lighting at new bus shelters, wherever it is viable and the cost is not prohibitive when compared with conventional power. Encourage new developments providing bus shelters to use solar power for shelter lighting. Explore the use of photo-luminescent materials as another option for lighting at shelters.	2006 and ongoing			X			
5.12 Become a member of the Columbia-Willamette Clean Cities Initiative to work cooperatively with other jurisdictions and organizations to promote clean and efficient energy use.	2007	X		X			
<b>6. Creating a Sense of Community Ownership</b>							
6.1 Review existing bus route names and rename routes as needed to create a consistent naming system which provides an easy frame of reference and fosters a sense of community ownership.							
6.2 Allow neighborhoods the opportunity to participate in the design of their bus shelters, providing them with a shelter that reflects the character of the individual neighborhood. Residents could either provide their own designs or could participate in judging architectural competitions for shelter design. Sculptural artwork in proximity to the bus shelters could also be included in this process	2007 and ongoing						
6.3 Research opportunities to provide transportation to community events such as races, art festivals, charity events, concerts, and special programs.	2006 and ongoing						
6.4 Expand the <i>Art on the Bus</i> Program to allow children a more frequent opportunity to display their artwork or writing on the bus.	2007 and ongoing						
6.5 Recognize Wilsonville employers with an annual awards program that acknowledges the best efforts to promote transit, walking, bicycling, carpooling, vanpooling, or telework at the worksite.	2007 and ongoing						
6.6 Recognize and support Wilsonville businesses with posted information in the bus. This information could include recognition of health and wellness or environmental programs and could also include employment opportunities.							
6.7 Explore opportunities to purchase vehicles which provide a unique representation for the City of Wilsonville and SMART.	ongoing						

## Service Increases and Revenue Needs

SMART anticipates future increases in expenses associated with changes to existing service or the addition on new routes, such as extending Route 201 into downtown Portland. These changes are due to growth in the area in both housing and commercial development. Three key developments that impact this growth are: Villebois, an urban village housing development that is anticipated to add approximately 7,000 new residents to Wilsonville; the development of over 800 acres of industrial lands set aside for development over the next 20 years; and the arrival of the Washington County Commuter Rail that is slated to begin revenue service in the fall of 2008. Each of these will result in a major increase on the demand for transit service in Wilsonville. A summary of the increase in total expenses is included in Table 6 on page 58.

Following are detailed descriptions of the proposed new routes serving Villebois and the extension into Portland.

### Expansion 1: SMART's Share of Commuter Rail Operating Expenses

In addition to the new or expanded bus routes, SMART will be paying an annual share in the operating costs of the Washington County Commuter Rail. The first five years are capped at \$300,000 per year with an adjustment based on the Portland, Oregon CPI-U for all subsequent years. The total initial annual cost of this additional service is **\$300,000**.

The total combined annual cost for the above expansions is **\$1,512,050**.

### Expansion 2: Route 202-New Villebois Route

This new route would serve the first phase of Villebois to City Hall. Initially, the service may be provided on Brown Road, pending completion of the Barbur Boulevard extension. Route 202 will serve the commuter rail station and Memorial Park via Daydream Ranch, a residential area currently without service. Hours would be from 6:00 am to 7:30 pm Monday through Friday with half hourly service during peaks; hourly during base periods. Estimated annual costs: **\$285,549**. Hourly Saturday service from 8:30

am to 5:30 pm. Estimated annual Saturday costs: **\$29,229**.

### Expansion 3: Route 201-Downtown Portland Extension

This service would be extended from the Barbur Boulevard Transit Center in southwest Portland into downtown Portland via Barbur Boulevard serving Portland State University, with connections to Trimet MAX light rail and buses, Portland streetcars, Amtrak, and Greyhound. Service hours would also be extended with service starting in the morning from downtown Portland at 5:00 am (from the current 6:20 am from Barbur Boulevard) and extending into the evening hours with the last bus leaving downtown at 7:41 pm (currently the last bus leaves Barbur Blvd. at 7:11 pm.) This expansion would be Monday through Friday only. Estimated annual costs, based on current fully allocated hourly costs of \$66.13: **\$436,723**.

### Expansion 4: Route 206-New Villebois Route

Route 203 would serve the subsequent expansion at Villebois and connect to the main eastside employment areas via Boeckman Road and Canyon Creek North, serving Mentor Graphics, Xerox, Sysco, and Argyle Square. Hours would be from 6:00 am to 7:30 pm Monday through Friday, with half hour service during peaks; hourly during base periods. Estimated annual costs: **\$285,549**.

### Expansion 5: Lunch-time Shuttle

A new in-town route designed to provide service to employment sites around Wilsonville and connecting to local businesses (e.g., restaurants for lunch) between the hours of 11:00 am and 2:00 pm. This route would operate with service every 15 minutes and provide service to Argyle Square, Town Center Shopping Center, Lowries Marketplace, and major employment centers around Wilsonville. Estimated annual costs: **\$175,000**.

### Major Capital Projects

For the duration of this plan, there are two major capital projects identified: the SMART Multi-Modal Transit Center and Fleet Services Building, and the North Wilsonville Park & Ride Lot.

#### 4. Funding Resources

##### **SMART Multi-Modal Transit and Fleet Maintenance Facility**

The Multi-Modal Transit Center and Fleet Services Building is a project that is being designed in conjunction with the Washington County Commuter Rail Wilsonville station project managed by TriMet. This project has multiple phases and at full development will have the following components:

- Park and Ride facilities with 400 parking spaces in phase one and a total of approximately 650 parking spaces at the completion of phase two (phase two will be completed by TriMet when demand merits the expansion). The parking includes designated areas for disabled permit parking, van-pools / car pools, a short-term "kiss and ride" area, and general parking. Traffic from the Park and Ride will be separated from bus traffic.
- The Transit Center will be designed with 12 bus bays (two for lay-over) and will include passenger shelters at each bus bay, platform lighting, trash receptacles, directional and route identification signage, and an illuminated flag pole in the center of the bus turnaround.
- A plaza area between the Transit Center and the Commuter Rail Platform designed to allow convenient pedestrian travel between various modes of travel. The plaza area will include bicycle lockers and racks, information kiosks, an operators building, an art pad, and public restrooms.
- A Commuter Rail Station that provides level boarding for passengers, canopy shelter, benches, TriMet fare vending machine, and platform lighting (TriMet portion of the project only).
- The commuter rail maintenance facility will be constructed on the east side of the rail alignment. The rail maintenance facility (TriMet portion of the project only) will be located adjacent to the rail alignment.
- On the eastern portion of the property where the rail maintenance facility will be constructed, the City of Wilsonville will construct a fleet maintenance and Public Works facility. This project will fall into the five- to fifteen-year window of the Transit Master Plan and may be phased as funding is available. This facility will have parking for the City's Transit, Public Works, and Community Development fleets. Fleet Services and Public Works offices, as well as storage for

Public Works equipment, will be included in this facility.

The total cost for Transit portion of this project, including value of property purchased by the City of Wilsonville, is estimated to be approximately \$9,800,000. A breakdown of the costs in 2006 dollars is provided in the following table.

Section	Unit	Qty	Unit Cost	Total
Maintenance building*	sq. ft.	11,010	\$265	\$2,917,650
Maintenance office*	sq. ft.	4,480	\$270	\$1,209,600
Storage	sq. ft.	5,510	\$195	\$1,074,450
Indoor trolley storage	sq. ft.	600	\$100	\$60,000
Driver's building	sq. ft.	1,200	\$270	\$324,000
Public restrooms	sq. ft.	500	\$290	\$145,000
Bus transit area	bays (10)	12	\$25,000	\$300,000
Parking lot	parking spaces	250	\$5,000	\$1,250,000
Construction Total				\$7,280,700
Land Already Purchased				\$2,500,000
Total Project				\$9,780,700

\* Transit portion only

##### **North Wilsonville Park and Ride Lot**

The second project is a north Wilsonville Park & Ride lot. This project will fall in the 10- to 20-year window of the Transit Master Plan. This size of this lot would be between 200 to 300 spaces. This project would be designed as only a Park & Ride facility with designated transit stops at the location. The estimated cost for this project based on 2006 dollars would be between \$1,000,000 and \$1,500,000.

Funding for these projects will be paid out of congressional earmark funds, state transportation funds, and local reserves earmarked for these projects.

twenty percent is distributed to the states for use in their rural areas.

SAFETEA-LU guarantees the following levels of FTA Section 5317 New Freedom Transit funding for the whole country:

FY 2006, \$78.0 million  
FY 2007, \$81.0 million  
FY 2008, \$87.5 million  
FY 2009, \$92.5 million

States and large-urban transit systems receiving these FTA Section 5317 allocations are not to engage in New Freedom transit activities themselves. Instead, they are to carry out area wide competitive solicitations for local New Freedom projects. The eligible subrecipients are units of state or local government, nonprofit organizations, and other operators of public transportation services. Starting in FY 2007, these projects, if they are to receive FTA Section 5317 funds, are to be selected through locally developed, coordinated public transit-human services transportation plans. This is the same type of process that SAFETEA-LU now requires of states and urbanized areas with regard to FTA Section 5316 Job Access and Reverse Commute grants, and for states' FTA Section 5310 elderly and disabilities transit grants.

FTA Section 5317 funds are to be used to provide public transportation services and alternatives above and beyond the baseline requirements of the Americans with Disabilities Act (ADA), especially to help persons with disabilities access jobs and employment-related services. These funds may be used for capital expenses (at an 80 percent federal share) or operating expenses (at a 50 percent federal share); the "non-federal" share may be derived from cash, service agreements with state, local or private social services organizations, or from other federal funding sources, including Temporary Assistance for Needy Families (TANF), that allow their funds to be expended on transportation activities.

Thus far, there are no further pieces of guidance from the Federal Transit Administration (FTA) on the details of the New Freedom transit program. Some information is likely to be issued in conjunction with the FY 2006 annual apportionment of FTA formula grants, whenever that occurs, but most of the FTA guidance on this program is likely to be timed to help

states and urban areas prepare for the FY 2007 program year.

### Increased Employment

Historically, SMART's payroll tax revenue has grown at an annual average of 7.5% over the last thirteen years. This growth is expected to continue for the next several years as existing businesses experience growth and new commercial developments in newly designated industrial lands in north Wilsonville. Once the available industrial land has been developed, the only increase will come through business growth resulting in a slower, but steady level of payroll tax revenue increase.

### Fare Revenue

Revenue from fares is anticipated to continue to be a small source of revenue that will serve to help offset costs associated with providing service on particular routes. Currently, the only route charging a fare is the Wilsonville to Salem Route 1X. Projected annual fare revenue for the 1X is \$26,000 from pass sales and cash fares. SMART expects to add fares in the future to any bus service that goes outside the City of Wilsonville.

### Payroll Tax Increase

If proposed service changes receive high enough prioritization and support from both the business and residential community, and other funding resources are not available to cover the expenses, then an increase in the payroll tax rate may be considered. SMART has been operating with the same payroll tax rate for approximately sixteen years. Over this time, the business growth rate has kept pace with SMART's increasing costs and changes in service. However, new service demands and inflation has now grown to a point where expenses are beginning to put pressure on payroll tax revenue growth's ability to keep pace with inflation. If inflation does outpace the payroll tax growth and service reductions are not considered a viable option, then a payroll tax increase will be necessary. If all proposed service additions identified in this plan were funded solely with payroll tax it is estimated that an increase to .5% will be needed to support ongoing service and especially the service level increases that will be brought about by Villebois and the Washington County Commuter Rail. The recommendation is that the increase would be made in steps over a period of at least three years and longer if at all possible.

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Actions from the September 13, 2006 Planning Commission meeting:**

- **Motion to continue the LP06-0006 Public Hearing.**

PLANNING COMMISSION  
WEDNESDAY, SEPTEMBER 13, 2006  
6:45 P.M.

Wilsonville Community Development Annex  
8445 SW Elligsen Road  
Wilsonville, Oregon

MOTION

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II. CONTINUED PUBLIC HEARING:  
APPLICATION NO. LP06-0006

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a Transit Master Plan for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 Transportation Systems Plan.

*The Draft Transit Master Plan can be accessed from:*

*<http://ci.wilsonville.or.us/boards/acmp.html>*

*Planning Commission actions are in the form of a recommendation to the City Council.*

*City Staff respectfully requests that this Public Hearing be continued to the October 11, 2006 Planning Commission meeting.*

**Debra Iguchi moved to continue LP06-0006 to date and time certain of October 11, 2006. Richard Goddard seconded the motion, which carried 4 to 0.**

Respectfully submitted,



Paula Pinyerd, Transcriptionist for  
Linda Straessle, Planning Administrative Assistant

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Actions from the August 9, 2006 Planning Commission meeting:**

- Meeting minutes
- Motion to continue the LP06-0006 Public Hearing.

PLANNING COMMISSION

WEDNESDAY  
AUGUST 9, 2006  
6:45 P.M.

Wilsonville Community Development Annex  
8445 SW Elligsen Road  
Wilsonville, Oregon

MOTIONS

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**PUBLIC HEARING:**

A. APPLICATION NO.: LP06-0006

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a *Transit Master Plan* for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 *Transportation Systems Plan*.

*The Draft Transit Master Plan can be accessed from:*

<http://www.ci.wilsonville.or.us/boards/acmp.html>

*Planning Commission actions are in the form of a recommendation to the City Council.*

Commissioner Goddard moved to continue Application LP-06-0006 to September 13, 2006 date and time certain. The motion was seconded by Chair Hinds and passed unanimously.



**PLANNING COMMISSION**

**WEDNESDAY  
AUGUST 9, 2006  
6:45 P.M.**

**Wilsonville Community Development Annex  
8445 SW Elligsen Road  
Wilsonville, Oregon**

Approved  
September 13, 2006

**Meeting Minutes**

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**I. CALL TO ORDER - ROLL CALL**

Chair Hinds called the meeting to order at 6:51 p.m. Those present:

Planning Commission: Mary Hinds, Richard Goddard, Steve Hurst and Sue Guyton. Debra Iguchi and Craig Faiman were absent. City Council Liaison Alan Kirk was also present.

City Staff: Chris Neamtzu, Sandi Young, Paul Lee and Peggy Watters.

**II. PUBLIC HEARING:**

Chair Hinds called the public hearing to order at 8:28 p.m. and called for the Staff Report.

**A. APPLICATION NO.: LP06-0006**

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a *Transit Master Plan* for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 *Transportation Systems Plan*.

*The Draft Transit Master Plan can be accessed from:*

<http://www.ci.wilsonville.or.us/boards/acmp.html>

*Planning Commission actions are in the form of a recommendation to the City Council*

Christine Heycke, Transportation Planner, AICP announced that the criteria applicable to this application were stated on page 1 of the Staff report, which were entered into the record. Copies of the reports were made available at the back of the room.

Ms. Heycke reviewed the Staff report with the following additional comments:

- The Transit Master Plan:
  - \* Is a 20-year plan to provide transit service to a growing Wilsonville and looks at providing service for growth in areas such as Villebois Village, Frog Pond, and industrial areas around Coffee Creek.

- Its number one goal is to promote an effective transit system that is a viable alternative to the single-occupant vehicle in response to the mobility needs of residents, employers and employees.
- Includes proposed changes to existing routes as well as recommendations for entirely new routes.
- Its core concept is based on a primary hub at commuter rail and a secondary hub at the community center allowing for coordinated service with commuter rail and better connections between individual routes to make transit more viable and competitive with the automobile due to shorter transfer times.
- Looks at current and projected costs and revenues. One main proposal is to keep local service fareless and charge a fare for any routes outside Wilsonville.
- An overview of the planning process is included in the Staff report, beginning at City Council and finishing with the adoption of the Transit Master Plan and the integrated process of the three master plans.
  - Findings are also included that respond to Statewide Planning Goals, the Transportation Planning Rule (TPR), State of Oregon Public Transportation Plan, and specific requirements of Metro's Regional Transportation Plan (RTP), which sets the most requirements for transportation plans.
  - As required by State law, a Ballot Measure 56 notice was sent to every property owner in the City of Wilsonville and areas within its Urban Growth Boundary (UBG).

Ms Heycke noted the following exhibits for the public record with the following additional comments:

- Exhibit 2: Compilation of Citizen Input for the Master planning process, which is the same exhibit for all three plans and includes all public input from outreach events as well as individual comments and survey results.
- Exhibit 3: Email from Matthew Crall of the Oregon Department of Land and Conservation and Development (DLCD); a very positive review of the Transit Master Plan, praising, in particular, the lunchtime shuttle and the extension of Route 201 to downtown Portland.
  - Revisions were made in response to some of Mr. Crall's comments, including:
    - Text changes regarding the RTP. Mr. Crall commented that the RTP is really what applies to the City of Wilsonville, which sets a Vehicle Miles Traveled (VMT) reduction requirement. An option for an alternate standard also exists, which is what Metro adopted and what applies to Wilsonville in order to comply with the TPR. The text changes clarify this.
    - Deletion of two routes. Mr. Crall believed too many routes were included on the major transit streets, so the Daydream Ranch route and the connection between Parkway Avenue and Canyon Creek through the Xerox campus were deleted.
    - Not all the routes were included, as Mr. Crall suggested, however Staff believes the other routes were important to keep in the Transit Master Plan.
    - Additional text to show that the City of Wilsonville is reviewing parking management with employers during outreach to employment sites.
- In response to Planning Commission comments:
  - An implementation measure was revised and another added to insure greater level of recognition on SMART buses and provide businesses the opportunity to participate in transit shelter design.
  - Changes were also made to clarify some of the survey results in response to Chair Hinds' comments.
  - The description of Route 201 to Portland, that would not go to the Amtrak station, was shortened and now reflects a turnaround at 10<sup>th</sup> and Yamhill.

She respectfully asked that the Commission receive public input, review the Transit Master Plan and recommend adoption to City Council.

Chair Hinds:

- Suggested stating "clean air and water" in Policy 9.0 Clean Air (page 8 of 22), even though "water" is not included in the State goals. "Clean air" is stated in several places.

- \* Part of the environmental benefits of public transit is clean air and water, because transportation is one of the major causes of water pollution and degradation of water quality.
  - Ms. Heycke responded that was a good point and “water” was easy to add.
- Asked for clarification where solar options are addressed in the Transit Master Plan. Under “Energy Efficiency” on page 8, the response states, “additional measures address alternative fuels and solar options.”
  - \* Ms. Heycke answered that solar shelters were primarily being considered, rather than running conduit for lighting. This is discussed on page 44 Implementation Measure 5.11.
- Did research on the Internet following Mr. Dickey’s testimony regarding short-term knowledge on bio-fuels.
  - \* She found that Olympia Transit has had bio-diesel mix for at least three years. On June 16<sup>th</sup>, TriMet, Oregon’s largest transit agency, expanded the use of bio-diesel from their test fleet of lift buses to all lift buses with the goal of using the bio-diesel mix in their regular fixed-route buses by the end of the year.
    - This speaks very well of the trials used by other transit systems.
- Wanted to see a stronger implementation measure about testing the bio-diesel option.
  - \* Tax credits are available for using bio-diesel and like other non-taxable entities, SMART could pass the tax credits/green tags received from the Oregon and US Departments of Energy on to businesses. She was uncertain about the exact details involved.
  - \* She is eager to see a bolder move toward Wilsonville joining forces with other cities in Oregon and Washington in using bio-diesel and not waiting to see if it works in ten years.
- Asked if SMART would agree to join the Columbia-Willamette Clean Cities Coalition. She had a letter of intent for Mr. Dickey to review as well as the website. The cost is minimal and the benefits are terrific as members receive the latest news and are active participants in researching benefits of alternative fuels. She did not know what specific costs were involved, however.
  - \* She believed Wilsonville could receive State and Federal dollars with a small fleet, maybe 5%, of SMART buses involved in such research.
- Wanted to see a bolder move toward bio-fuels and alternatives to petroleum.
  - \* Mr. Dickey responded yes, stronger language can be included with specific goals for beginning implementation, but his rationale for his more conservative approach was primarily based on a cost/benefit analysis. SMART’s current fuel storage capacity includes one side for diesel and one for gasoline. A third storage facility is not available; the closest location for bio-diesel availability is in Aurora. Running vehicles there to fuel is not cost effective.
    - SMART is watching for that threshold where it would make sense to begin implementing some of the measures.
    - Yes, TriMet is moving ahead with their larger vehicles, however no results have been seen regarding fuel savings costs or whether it costs more per mile to operate with the bio-diesel.
    - Also, the maximum percentage that can be used and still maintain a manufacturer’s warranty is 10%; manufacturers will not warranty any engine defects when using bio-diesel above 10%. SMART is working with its manufacturers, Cummins, Detroit and Ford about loosening up some of those restrictions. SMART cannot afford to put an engine in jeopardy. If an engine fails, not necessarily due to bio-diesel; it is very easy for a manufacturer to void a warranty because alternative fuels were used. It can cost \$20,000 to rebuild an engine on a large bus.
    - While SMART wants to get on board and strongly supports alternative fuels, it does not want to make costly mistakes that it cannot afford.
    - He is familiar with the Columbia-Willamette Clean Cities Coalition and also receives regular updates from another nationwide, alternative fuels association, which focuses more on compressed and liquid natural gas, but is also a broad-spectrum alternative fuels association.
- Asked if an implementation measure could be added that SMART join the Columbia-Willamette Clean Cities Coalition.

- \* Mr. Dickey said if the cost was reasonable, SMART could include joining the coalition as an implementation measure.
- Recommended the implementation measure reflect a stronger commitment to investigating and investing in the coalition.
  - \* She commented that even using 5% bio-diesel would still affect air quality and particulate matters for water a lot and only costs pennies per gallon while supporting local business.
  - \* As bio-diesel becomes popular; supply problems will be short-term as business responds to demand. Considering the cost of petroleum-based fuels, which has doubled in 5 years and gone up \$.35 in six months, bio-diesel costs will not be a problem in light of the benefits.
- Appreciated Staff finding a way to recognize businesses.
- Did not understand SMART's position regarding a vanpool.
  - \* She read about a vanpool in Seattle where that city buys the vans and people sign up to use it. The Plan's vanpool language seems vague, but people with vans could take riders like a carpool.
    - Mr. Dickey responded that the vanpool in the Transit Master Plan includes a variety of models. The vanpool referenced in King County is the largest vanpool in North America and is an excellent model, but is funded with a tremendous amount of resources.
    - SMART is beginning to venture into vanpool programs through coordination with other organizations, such as the Regional Transportation Options Group through Metro. Wilsonville has been chosen as one of the top locations for a region wide vanpool test pilot program.
    - One issue is to identify travel patterns of those dispersing from Wilsonville. Working in cooperation with a network of providers throughout the Metro area enables travel patterns to be more easily identified so vanpool programs can be effectively designed throughout the region to meet the needs of Wilsonville employers, as well as Wilsonville residents going to other locations.
    - Jen Massa, SMART's Transportation Demand Management Coordinator is actively involved with this network, which meets regularly and are moving forward with this vanpool plan.
    - Though traditionally used for longer distances, SMART is also exploring a local, shuttle-type vanpool to provide shorter connections, such as from commuter rail to locations not served by SMART or during times/shifts that do not coordinate through available SMART bus services.

Commissioner Hurst excused himself briefly due to an emergency.

Councilor Kirk:

- Asked why Staff believed a lunch shuttle would be a success after the previous attempt was a failure.
  - \* Ms. Heycke responded there has been a big demand for a lunch shuttle, including many requests from the Chamber of Commerce and employers in particular. By the time the lunch shuttle is proposed, in 2010, population densities will be higher. Of course if it doesn't work, the lunch shuttle will stop running.
  - \* Mr. Dickey agreed, adding there have also been changes in Wilsonville's business layout and demographics since the previous lunch shuttle.
    - An evaluation on proposed ridership will be done when the lunch shuttle is implemented. Businesses and their employees will be contacted to determine their likelihood of using a lunch shuttle.
    - Such shuttles have been quite successful in the core area of larger cities, but success depends on individual comfort levels about getting back to work within the available timeframe.
- Commented that most businesses coming into Wilsonville creating the higher densities provide their own lunch rooms, so employees at Mentor Graphics, InFocus or Fleer go to their subsidized lunch rooms and stay on their campuses.
  - \* Ms. Heycke said that many people drive to lunch, as can be seen with increased midday traffic.

- Another consideration is the potential increased demand from those riding in on commuter rail, who will have no vehicles and who may or may not have a lunchroom.
- Asked if those businesses affected by the recommended changes and related costs of the Transit Master Plan had been contacted to determine their level of support. He imagined that 20% of Wilsonville businesses support 80% of SMART.
  - \* Mr. Dickey answered that not just the top 20 businesses, but several below that were contacted to request input on what they would like to see in the Transit Master Plan.
    - SMART wanted a document to present to those businesses with the support and recommendation of the decision-makers in this process prior to presenting the Transit Master Plan to the business community.

Chair Hinds:

- Believed Wilsonville and surrounding cities should promote local events together and that SMART could provide service for citizens from the various cities to enjoy the many area events available, such as the Art Festival in Lake Oswego, Farmers' Market in Canby and Sherwood Festival.
  - \* Mr. Dickey responded that while SMART supports a number of local events, such as shuttles to the Clackamas County Fair and Murase Plaza dedication, servicing events outside the city infringes upon charter services.
    - Specific Federal regulations prohibit competition with charter service; stepping beyond certain limitations puts SMART in jeopardy of losing several hundred thousand dollars of Federal funding received each year.
    - He explained the various steps of the very involved process that allows competition with authorized charter services. Limitations are in place so that public subsidized service does not compete against private, for profit service.
    - Even several people calling Dial-a-Ride to go to the Lake Oswego Art Festival would be defined as competition.

Chair Hinds closed public hearing at 8:58 p.m.

Commissioner Guyton:

- Agreed with comments that stronger language was needed regarding pursuing alternative fuels and keeping apprised of those options.

Commissioner Goddard:

- Believed it is important to receive and digest input from those that would be funding the Transit Master Plan before recommending approval to the City Council.
- While he endorses the principles embodied in the Transit Master Plan, significant financial increases are proposed. Though revenues are also expected to increase, expenses are forecasted to double over the next four years.

Commissioner Hurst:

- Agreed funding is an issue and that additional input should be received from business owners in the community.

The Commission briefly discussed how to proceed with the Resolution since further information and input were desired.

Assistant City Attorney, Paul Lee:

- Explained that the Commission could address the issue in a number of ways, such as:

- \* Direct that the desired information or survey feedback be gathered and responses collected in writing or via live testimony to the Commission, then reopening the hearing when Staff returns with the information, or
- \* Direct that any reopened hearing consider only written testimony, or
- \* Reopen the public hearing to receive further public testimony, then continuing the hearing to a specific date, saving time and money because the City would not have to re-notice.

Chair Hinds:

- Believed sending the Resolution forward and having City Council collect public testimony regarding the financial aspect of the Transit Master Plan would expedite the process.
  - \* The Resolution is a recommendation to City Council. If businesses want to provide input on the finance issue, which is projected and could be modified by conditions over the 20-year plan, they could testify to the City Council on issue.

Commissioner Hurst:

- Agreed with Chair Hinds comments.

Commissioner Goddard:

- Believed that as part of the Planning Commission's due diligence, it is the Commission's responsibility to collect that feedback prior to making a recommendation to City Council.
- Asked if the Commission is comfortable punting the issue to City Council

Chair Hinds:

- Was comfortable with the Transit Master Plan developed by SMART and City Staff over a two-year period, enabled them to make good projections.
- Was not too worried about the financial aspects of the Transit Master Plan.
  - \* Wilsonville businesses only pay a SMART tax of 1.5% or less. With financial projections based on population growth and with no big increases in the transit tax, businesses are getting a good deal not having to pay a 3% or 4% TriMet tax.

Commissioner Hurst:

- Reconsidered, adding that continuing the public hearing to allow for additional public input before taking action on the resolution would not be detrimental.

Arlene Loble, City Manager:

- Commented that while two years have gone into developing the Transit Master Plan, the Planning Commission has not had time to digest it other than the recent work session and tonight's hearing.
- Emphasized that the action taken on this Resolution is a very important.
- Encouraged the Commission to take the time necessary, leaving it open for public comment, until ready to make a decision.
  - \* She believed Mr. Lee's suggestion to continue the public hearing to a date certain was appropriate. If the Commission was still not ready at date certain, the hearing could be continued again. Continuations were a means of recognizing the more information was wanted.

Chair Hinds clarified the appropriate procedural process for continuing the hearing, then re-opened the public hearing for LP06-0006 at 9:10 p.m.

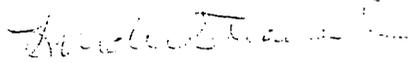
**Commissioner Goddard moved to continue Application No. LP-06-0006, Transit Master Plan, to the date and time certain of September 13, 2006. The motion was seconded by Chair Hinds and carried unanimously.**

Chair Hinds:

- Directed Staff to request more feedback regarding the financial phase of the Transit Master Plan from the Chamber of Commerce and any other businesses they were in communication with.
- Asked if clarification could be provided regarding the trending of the costs as well.

~~at the time of the meeting the staff was not able to provide the information requested by the chair.~~

Respectfully submitted,



Paula Pinyerd, Transcriptionist for  
Linda Straessle, Planning Administrative Assistant

**Planning Commission  
LP06-0006  
Transit Master Plan**

**Record Index**

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**Staff Report for August 9, 2006 Planning Commission meeting including:**

- Exhibit 4: A memorandum dated August 2, 2006, from Christine Heycke, regarding Revisions to Transit Master Plan.
- Exhibit 3: An email dated July 21, 2006, from Matthew Crall of DLCD, regarding Transit Master Plan
- Exhibit 2: Compilation of Citizen Input for the master planning process.
- Exhibit 1: Draft Transit Master Plan dated June 2006 [Large document located in the Planning Files.]

PLANNING COMMISSION  
WEDNESDAY, AUGUST 9, 2006  
6:45 P.M.

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V. PUBLIC HEARING:

APPLICATION NO.: LP06-0006

APPLICANT: City of Wilsonville

REQUEST: Comprehensive Plan Amendment adopting a ***Transit Master Plan*** for the City of Wilsonville and replacing Chapter 6 Transit System and Chapter 8 Transportation Demand Management of the 2003 *Transportation Systems Plan*.

*The Draft Transit Master Plan can be accessed from:  
<http://www.ci.wilsonville.or.us/boards/acmp.html>*

*Planning Commission actions are in the form of a recommendation to the City Council.*

**WILSONVILLE PLANNING DIVISION**  
*Legislative*  
**STAFF REPORT**

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**HEARING DATE:** August 9, 2006

**DATE OF REPORT:** August 2, 2006

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**APPLICATION NO:** LP06-0006

**REQUEST:** Comprehensive Plan Amendment replacing Chapter 6-Transit System and Chapter 8 – Transportation Demand Management of the 2003 Transportation Systems Plan with a “stand-alone” *Transit Master Plan*.

**LOCATION:** Citywide

**APPLICANT:** City of Wilsonville

**STAFF REVIEWER:** Christine Heycke, Transportation Planner and Chris Neamtzu, Long-Range Planning Manager

**CRITERIA:** Statewide Planning Goals 1, 2, 12, and 13; Transportation Planning Rule OAR 660-012; Oregon Public Transportation Plan, Metro Regional Transportation Plan; Wilsonville Comprehensive Plan: Introduction, Plan Amendments; Citizen Involvement, Goal 1.1, Policy 1.1.1; Public Facilities and Services Goal 3.1, Policy 3.1.1, Implementation Measures 3.1.1.a, 3.1.6.o, and Land Use and Development Implementation Measure 4.1.6.b; Transportation Systems Plan (2003); Wilsonville Code Section 4.008-4.033 Hearing Procedures, Process and Authority and 4.198: Comprehensive Plan Changes-Adoption by the City Council.

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**SUMMARY:**

The City Council identified the provision of *quality parks, trails, bike and pedestrian paths and protection of significant open spaces and natural areas* as a key community goal in FY 2004-06. Specifically, the Council identified the following implementation measure:

- *Adopt parks, bike/pedestrian and transit master plan updates.*

The Transit Master Plan has been developed over the last 23 months with a substantial inclusive public involvement process ranging from city wide visioning to surveys of residents, employees, and students. Due to the importance of this Master Planning effort, Staff went beyond the typical high level of public involvement to ensure that these Plans reflect community desires.

The public process summary will be entered into the public record as Exhibit B to demonstrate the comprehensive approach to planning these three key pieces of the City's infrastructure (transit, bicycle and pedestrian, parks and recreation facilities). Every written comment received was documented with a response in a spreadsheet for ease of tracking. In all, there have been hundreds of specific comments that have been provided on the draft Master Plans. This Plan, as well as the other two, has been truly developed to represent the community's desires and wishes. The Plan was created simultaneously with the Bicycle/ Pedestrian Master Plan and Parks and Recreation Master Plan presenting the unique opportunity to plan and integrate these systems in a holistic manner resulting in integrated planning and an interconnected community.

The Master Planning process was led by the citizen-based Advisory Committee on Master Planning (ACMP) which represents diverse community interests. The City Council appointed the ACMP in summer of 2004 to oversee and guide the policy and development of the three master plans. The ACMP met monthly (19 total formal meetings) to review community input and to formulate the concepts that are recommended in the draft Master Plans. As these are truly community plans, the ACMP will be presenting the plan concepts in work sessions with the Planning Commission and City Council as we move toward adoption.

The Transit Master Plan, with its combined transit and transportation demand management (TDM) approaches, will be adopted by Ordinance as a stand-alone document. It will be a sub element of the City's Comprehensive Plan, replacing Chapters 6 and 8 of the Transportation Systems Plan (2003) in their entirety. It should be noted that the many of the goals, policies and implementation measures from Chapters 6 and 8 of the TSP have been incorporated into the Transit Master Plan.

The Plan emphasizes the linkages which support a viable and successful transit system, including bicycle and pedestrian access, special needs access, availability of park & rides, carpooling, and vanpooling. The integrated transit and TDM measures of the Plan seek to ensure that residents, employees, and visitors to Wilsonville have an increased level of choice and mobility, whether they are traveling to jobs, school, shopping, parks, or social and recreational events. The Plan also contains provisions to ensure greater access to transit for people of all ages and incomes, including those with disabilities and language barriers.

The Plan supports State and regional efforts to reduce air pollution and traffic congestion through measures designed to reduce reliance on the automobile. The Plan also facilitates regional connectivity by providing important links in the multimodal regional transportation network. Customer needs and preferences, ACMP committee evaluation, planned developments, and projected cost and revenue expenditures provided the basis for developing Plan priorities.

## **Plan Organization:**

The Plan contains an Executive Summary which describes the integrated planning process that was conducted and discusses the importance of different modes of transportation and recreational opportunities to community livability.

Chapter 1: This section provides a plan overview, including goals, policies, and public involvement. It also describes the role of the Plan in supporting federal, state, regional, and local goals and objectives.

Chapter 2: This section details recommended transit routes, including the primary purpose of each route and how the routes work together to meet identified needs.

Chapter 3: The plan implementation chapter describes the implementation measures needed to support the policies set forth in the Plan. The measures described in this chapter pertain to public information, service quality, improving access to transit, increasing efficiency, and creating a sense of community ownership.

Chapter 4: The Funding Resources chapter examines funding sources and provides projected costs and revenues.

Chapter 5: This section covers the existing conditions, including current services, ridership data, and historical background.

Chapter 6: Transit Demand looks at the factors which are likely to affect future demand for transit service, including passenger preferences, anticipated new development, and commuter rail.

Appendices: The appendices include a glossary of terms, transit design guidelines, TDM methods, a comparative look at alternative fuels, and Federal Transit Administration rules regarding charter service.

## **RECOMMENDATION:**

Staff respectfully recommends that the Planning Commission conduct the public hearing, solicit public input on the Draft Transit Master Plan, and forward a recommendation of approval to City Council.

## **EXHIBITS:**

- Exhibit 4: A memorandum dated August 2, 2006, from Christine Heycke, regarding Revisions to Transit Master Plan.
- Exhibit 3: An email dated July 21, 2006, from Matthew Crall of DLCD, regarding Transit Master Plan
- Exhibit 2: Compilation of Citizen Input for the master planning process.
- Exhibit 1: Draft Transit Master Plan dated June 2006.

## CONCLUSIONARY FINDING(S)

### Statewide Planning Goals:

#### Goal 1: Citizen Involvement

*It is the purpose of this Goal to develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.*

**Response:** The City of Wilsonville's legislative public involvement and hearing process provides numerous opportunities for citizens to be involved in all phases of the planning process. This Plan has been developed based on substantial public involvement and reflects community desires. **This criterion is satisfied.**

#### Goal 2: Land Use Planning

*It is the purpose of this Goal to establish a land use planning process and policy framework as a basis for all decisions and actions related to the use of land and to assure an adequate factual base for such decisions and actions.*

**Response:** The development of the Transit Master Plan has followed the City's established land use planning process, and included 22 months of public meetings, outreach, committee meetings, open houses, surveys, web site information, direct mailings and opportunities for public comment. **This criterion is satisfied.**

#### Goal 12: Transportation

*It is the purpose of this Goal to provide and encourage a safe convenient and economic transportation system.*

**Response:** The provision of a well-connected, safe, low-cost transit system supports this goal. With the development and implementation of this plan, **this goal is satisfied.**

#### Goal 13: Energy Conservation

*It is the purpose of this Goal to conserve energy.*

**Response:** Transit and TDM implementation measures in the Plan work together to reduce reliance on the automobile as a way of contributing to energy conservation and improved air quality. **This criterion is satisfied.**

## Transportation Planning Rule (OAR 660-012)

### 660-012-0020 Elements of Transportation System Plans

1) A TSP shall establish a coordinated network of transportation facilities adequate to serve state, regional and local transportation needs.

(2) The TSP shall include the following elements:

(c) A public transportation plan which:

(A) Describes public transportation services for the transportation disadvantaged and identifies service inadequacies;

(B) Describes intercity bus and passenger rail service and identifies the location of terminals;

(C) For areas within an urban growth boundary which have public transit service, identifies existing and planned transit trunk routes, exclusive transit ways, terminals and major transfer stations, major transit stops, and park-and-ride stations. Designation of stop or station locations may allow for minor adjustments in the location of stops to provide for efficient transit or traffic operation or to provide convenient pedestrian access to adjacent or nearby uses.

**Response:** The Plan addresses the needs of the transportation disadvantaged and proposes numerous implementation measures designed to improve access to transit. The Plan also discusses intercity bus and rail and proposes additional intercity service. Major transit routes, stops, and Park & ride locations are identified in the Plan. **This criterion is satisfied.**

### 660-012-0035 Evaluation and Selection of Transportation System Alternatives

(2) Local governments in MPO areas of larger than 1,000,000 population shall, and other governments may also, evaluate alternative land use designations, densities, and design standards to meet local and regional transportation needs. Local governments preparing such a strategy shall consider:

(e) The transportation system shall avoid principal reliance on any one mode of transportation and shall reduce principal reliance on the automobile. In MPO areas this shall be accomplished by selecting transportation alternatives which meet the requirements in section (4) of this rule.

(4) In MPO areas, regional and local TSPs shall be designed to achieve the objectives listed in (a)-(c) below for reducing automobile vehicle miles traveled per capita for the MPO area. The VMT target and alternative standards are intended as means of measuring progress of metropolitan areas towards developing and implementing transportation systems and land use plans that reduce reliance on the automobile. It is anticipated that metropolitan areas will

*accomplish reduced reliance by changing land use patterns and transportation systems so that walking, cycling, and use of transit are highly convenient and so that, on balance, people need to and are likely to drive less than they do today:*

*(b) In MPO areas of more than 1 million population, 10% reduction within 20 years of adoption of a plan as required by OAR 660-012-0055(1); and*

*(c) Through subsequent planning efforts, an additional 5 percent reduction within 30 years of adoption of a plan as required by OAR 660-012-0055(1).*

**Response:** The Transportation Planning Rule (TPR) emphasizes the strong relationship between land use and transportation planning as a means to reduce automobile trips. By providing measures to increase transit service and accessibility and promote other transportation alternatives, the Plan provides strong support for the TPR. Land use patterns and jobs-housing balance also play a key role in meeting the TPR goals and are not addressed as part of the Transit Master Plan. It should be noted that Metro's Regional Transportation Plan uses an alternate measurement standard, as allowed by the TPR, to achieve the proscribed VMT reductions. **This criterion is largely satisfied.**

#### **660-012-0040 Transportation Financing Program**

*(3) The determination of rough cost estimates is intended to provide an estimate of the fiscal requirements to support the land uses in the acknowledged comprehensive plan and allow jurisdictions to assess the adequacy of existing and possible alternative funding mechanisms. In addition to including rough cost estimates for each transportation facility and major improvement, the transportation financing plan shall include a discussion of the facility provider's existing funding mechanisms and the ability of these and possible new mechanisms to fund the development of each transportation facility and major improvement. These funding mechanisms may also be described in terms of general guidelines or local policies.*

**Response:** Chapter 4 of the Plan provides an overview of existing funding mechanisms and the future outlook for specific funding sources as well as current and projected revenues and expenditures. Costs for proposed service expansions are also addressed. **This criterion is satisfied.**

#### **State of Oregon Public Transportation Plan:**

##### **Goal 1 – Purpose of the Public Transportation System**

*The public transportation system should provide mobility alternatives to meet daily medical, employment, educational, business and leisure needs without dependence on single-occupant vehicle transportation. The system should enhance livability and economic opportunities for all Oregonians, and lessen the transportation system's impact on the environment. The public transportation system should provide services and meet transportation needs in a coordinated, integrated and efficient manner.*

**Response:** The Plan includes proposed service which is coordinated, integrated, and efficient and implementation measures which promote increased mobility and decreased dependence on the automobile. **This criterion is satisfied.**

### **Metro's Regional Transportation Plan:**

#### ***Policy 1.0. Public Involvement***

*Provide complete information, timely public notice, full public access to key decisions and support broad-based, early and continuing involvement of the public in all aspects of the transportation planning process that is consistent with Metro's adopted local public involvement policy for transportation planning. This includes involving those traditionally under-served by the existing system, those traditionally under-represented in the transportation process, the general public, and local, regional and state jurisdictions that own and operate the region's transportation system.*

**Response:** The Transit Master Plan has been developed over the last 23 months with a substantial inclusive public involvement process ranging from city wide visioning to surveys of residents, employees, and students in both English and Spanish. The Master Planning process was led by the citizen-based Advisory Committee on Master Planning (ACMP) which represents diverse community interests. Timely public notices were provided and draft copies of the Plan were posted online, with hard copies available at the City Hall Annex. **This criterion is met.**

#### ***Policy 2.0. Intergovernmental Coordination***

*Coordinate among the local, regional and state jurisdictions that own and operate the region's transportation system to better provide for state and regional transportation needs.*

**Response:** The service and implementation measures in the Plan provide a strong focus on regionally coordinated transit service and connections to rail and other modes, to provide for state and regional transportation needs. **This criterion is satisfied.**

#### ***Policy 5. Barrier Free Transportation***

*Provide access to more and better transportation choices for travel throughout the region and serve special access needs for all people, including youth, elderly and disabled.*

**Response:** The Plan includes provisions for increased local and regional service and measures specifically designed to improve universal access. An extensive survey and public outreach process helped to identify and address specific transportation and access needs for various sub groups. **This criterion is satisfied.**

#### ***Policy 5.1 Interim Special Needs Public Transportation***

*Serve the transit and transportation needs of elderly and disabled in the region.*

**Response:** The Plan's provisions for increased accessibility on fixed-route service, Dial-a-Ride service, medical- and special community center trips, and carpools and vanpools ensure that there is an appropriate level and range of public transportation service for special needs individuals. The Plan sets a goal of a 100% satisfaction of Dial-a-Ride requests from elderly and disabled passengers. **This criterion is satisfied.**

***Policy 5.2 Interim Job Access and Reverse Commute Policy***

*Serve the transit and transportation needs of the economically disadvantaged in the region by connecting low-income populations with employment areas and related social services.*

**Response:** The proposed service in the Plan includes the Route 205 Canby, which was identified as a target Jobs Access Reverse Commute route. All of the routes and the provision of fareless and low-fare service proposed in the Plan help to connect low-income populations with employment areas and social services. **This criterion is satisfied.**

***Policy 9.0. Clean Air***

*Protect and enhance air quality so that as growth occurs, human health and visibility of the Cascades and the Coast Range from within the region is maintained.*

*a. Objective: Encourage use of all modes of travel (e.g., transit, telecommuting, zero-emissions vehicles, carpooling, vanpooling, bicycles and walking) that contribute to clean air.*

**Response:** Transit and TDM implementation measures in the Plan work together to reduce reliance on the automobile as a way of contributing to fuel conservation, reduced air pollution emissions, and improved air quality. **This criterion is satisfied.**

***Policy 10.0. Energy Efficiency***

*Design transportation systems that promote efficient use of energy.*

*a. Objective: Reduce the region's transportation-related energy consumption through increased use of transit, telecommuting, zero-emissions vehicles, carpooling, vanpooling, bicycles and walking and through increasing efficiency of the transportation network to diminish delay and corresponding fuel consumption.*

**Response:** The transit services and TDM measures proposed in the Plan promote energy efficiency by reducing reliance on the automobile. Additional measures address alternative fuels and solar options. **This criterion is satisfied.**

***Policy 14.0. Regional Public Transportation System***

*Provide an appropriate level, quality and range of public transportation options to serve this region and support implementation of the 2040 Growth Concept.*

**Response:** The Plan includes provisions for increased local and regional fixed-route service as well as vanpools, Park & Ride, Dial-a-Ride, community center- and medical trips. These service provisions combined with implementation measures to promote alternative transportation options, work together to provide strong support for Metro's 2040 Growth Concept and its ideal of increased multi-modal trips and greater mobility. **This criterion is satisfied.**

***Policy 14.1. Public Transportation Awareness and Education***

*Expand the amount of information available about public transportation to allow more people to use the system.*

**Response:** Increasing awareness of public transportation was identified as a major priority in the Plan. Policy 1 of the Plan addresses the importance of public awareness and is supported by thirteen implementation measures. **This criterion is satisfied.**

***Policy 14.2. Public Transportation Safety and Environmental Impacts***

*Continue efforts to make public transportation an environmentally-friendly and safe form of motorized transportation.*

**Response:** The Plan includes a section on increasing efficiency and improving air quality, with measures that address TDM, Transportation Systems Management (TSM), alternative fuels, and solar options. Safety and security measures in the Plan address driver training, security cameras, and vehicle maintenance. **This criterion is satisfied.**

***Policy 14.3. Regional Public Transportation Performance***

*Provide transit service that is fast, reliable and has competitive travel times compared to the automobile.*

**Response:** One of the primary goals of the Plan is to promote an effective transit system that presents a viable alternative to the automobile. The proposed route system with a primary hub at the commuter rail station and a secondary hub at Town Center is designed to ensure fast convenient transfers and competitive travel times. **This criterion is satisfied.**

***Policy 16.1 Regional Bicycle System Mode Share and Accessibility***

*Increase the bicycle mode share throughout the region and improve bicycle access to the regions public transportation system.*

**Response:** The Plan includes a section on improving bicycle access to transit. Measures in this section include provisions for bicycle storage at Park & Ride lots and transfer stations, adding racks to buses which accommodate three bicycles instead of two, and developing a loaner bicycle program. An additional measure calls for the SMART options program to work with employers and encourage provision of bicycle facilities at worksites. **This criterion is satisfied.**

***Policy 17.1 Pedestrian Mode Share***

*Increase walking for short trips and improve pedestrian access to the regions public transportation system through pedestrian improvements and changes in land- use patterns, designs, and densities.*

**Response:** While the Plan does not specify changes in land use, it does address pedestrian access to transit, including provisions for safe crossings and requirements for pedestrian access to transit in new developments. Employer programs which promote walking and other transportation alternatives are also included in the TDM implementation measures of the Plan. **This criterion is generally satisfied.**

***Policy 19.0 Regional Transportation Demand Management***

*Enhance mobility and support the use of alternative transportation modes by improving regional accessibility to public transportation, carpooling, telecommuting, bicycling and walking options.*

**Response:** The Plan promotes alternative transportation modes and increased mobility through improved accessibility to transit, expanded service, and TDM measures to support transit, carpooling, vanpooling, telework, bicycling, and walking through the SMART Options Program. **This criterion is satisfied.**

***Policy 19.1 Regional Parking Management***

*Manage and optimize the efficient use of public and commercial parking in the central City, regional centers, town centers, main streets and employment centers to support the 2040 Growth Concept and related RTP policies and objectives.*

**Response:** Included in the Plan's implementation measures are provisions to continue to impose maximum parking limits in conformity with Metro standards and allowing for a reduction from minimum parking standards for developers who implement approved TDM plans. **This criterion is satisfied.**

***Wilsonville Comprehensive Plan:***

***GOAL 3.1: To assure that good quality public facilities and services are available with adequate capacity to meet community needs, while also assuring that growth does not exceed the community's commitment to provide adequate facilities and services.***

***Policy 3.1.1 The City of Wilsonville shall provide public facilities to enhance the health, safety, educational, and recreational aspects of urban living.***

**Response:** The Plan proposes to provide high-quality transit service to meet the growing needs of the community. The planned facilities will greatly enhance the health, safety, and recreational aspects of urban living. **The Plan supports this goal and policy.**

***Implementation Measure 3.1.1.a The City will continue to prepare and implement master plans for facilities/services, as sub-elements of the City's Comprehensive Plan. Facilities/services will be designed and constructed to help implement the City's Comprehensive Plan.***

**Response:** The Plan is replacing two chapters of the TSP, which was adopted as a sub-element of the Comprehensive Plan. The legislative process for adoption supports this implementation measure. **This criterion is satisfied.**

***Implementation Measure 3.1.6.o The City shall take the following steps to reduce VMTs and overall reliance on single occupancy vehicles:***

5. *Require large developments and high employment and/or traffic generators to design for mass transit and to submit programs to the City indicating how they will reduce transportation impacts. All such proposals shall be subject to review by SMART and, if applicable, ODOT. Maximum parking limits shall be used in conformity with Metro standards.*
6. *Seek location of a permanent park-and-ride station as well as a commitment from Tri-Met to upgrade transit service to the greatest extent possible, in coordination with SMART. Note the potential need for a commuter rail station in conjunction with the park and ride lot.*
7. *Accommodate the expected growth in population and employment and the resulting transportation needs, the City by expanding local bus service in the residential and employment areas, continue to improve arterial and collector street networks, a bikeway system, ride-sharing programs including carpools and van pools and encourage staggered or flex-time, work-hour programs.*

**Response:** The two major goals of the Plan address the importance of providing transit service which is competitive with the automobile, and reducing automobile trips by providing greater choice and mobility. The Plan proposes increased transit service to residential and employment areas and an integrated TDM program. The Plan also calls for large employment sites to prepare TDM plans and contains provisions to continue to impose the maximum parking limits in conformity with Metro standards. The proposed Park & Ride and transit center at the commuter rail station are described and mapped. **This criterion is satisfied.**

***Implementation Measure 4.1.6.b The Villebois Village Master Plan shall contain the following elements:***

1. *An integrated plan addressing land use, transportation, utilities, open space and natural resources.*

2. *Direction for cohesive community design based on sustainable economic, social and environmental principles; pedestrian and transit friendly principles; mitigation of traffic impacts; and enhanced connectivity within proposed development as well as to the remaining Wilsonville environs.*

**Response:** The proposed transit routes in the Plan were developed in cooperation with Villebois development staff as a means to serve Villebois residents and provide connections linking it with other parts of Wilsonville. **This criterion is satisfied.**

#### **Planning and Land Development Ordinance:**

##### **Section 4.008. Application Procedures - In General.**

- (.01) *The general application procedures listed in Sections 4.008 through 4.024 apply to all land use and development applications governed by Chapter 4 of the Wilsonville Code. These include applications for all of the following types of land use or development approvals:*

*H. Changes to the text of the Comprehensive Plan, including adoption of new Plan elements or sub-elements, pursuant to Section 4.198;*

**Response:** The City of Wilsonville Planning Division followed all applicable standards for making a legislative application. **This criterion is satisfied.**

##### **Section 4.012. Public Hearing Notices.**

- (.03) *Mailed Notice for Legislative Hearings. Where applicable, the Planning Director shall have notices of legislative hearings mailed to individual property owners as specified in State law.*

**Response:** The public hearing notice was posted consistent with the legislative hearing processes established by Code. The hearing process is being conducted before the Planning Commission and City Council as is required by law, and City Code. As required by State law, a ballot measure 56 notice was mailed to every property owner in the City's Urban Growth Boundary (UGB) as part of this legislative hearing process. **This criterion is satisfied.**

##### **Section 4.032. Authority of the Planning Commission.**

- (.01) *As specified in Chapter 2 of the Wilsonville Code, the Planning Commission sits as an advisory body, making recommendations to the City Council on a variety of land use and transportation policy issues. The Commission also serves as the City's official Committee for Citizen Involvement and shall have the authority to review and make recommendations on the following types of applications or procedures:*

- B. *Legislative changes to, or adoption of new elements or sub-elements of, the Comprehensive Plan;*

**Response:** The adoption of the Plan is following the legislative process established for adoption of sub-elements of the City's Comprehensive Plan. A worksession on the Plan was conducted on July 12, 2006, and the first public hearing will be conducted on August 9, 2006. The Planning Commission will forward a recommendation to the City Council, and then the Council will hold public hearings. **This criterion is satisfied as the process is conducted.**

**Section 4.033. Authority of City Council.**

*(.01) Upon appeal, the City Council shall have final authority to act on all applications filed pursuant to Chapter 4 of the Wilsonville Code, with the exception of applications for expedited land divisions, as specified in Section 4.232. Additionally, the Council shall have final authority to interpret and enforce the procedures and standards set forth in this Chapter and shall have final decision-making authority on the following:*

- B. *Applications for amendments to, or adoption of new elements or sub-elements to, the maps or text of the Comprehensive Plan, as authorized in Section 4.198.*

**Response:** Following recommendation by the Planning Commission, the Council will be the final authority on the Plan. Public hearings with the Council are anticipated to be in October of 2006. **This criterion is satisfied as the process is conducted.**

**Section 4.198. Comprehensive Plan Changes - Adoption by the City Council.**

*(.01) Proposals to amend the Comprehensive Plan, or to adopt new elements or sub-elements of the Plan, shall be subject to the procedures and criteria contained in the Comprehensive Plan. Each such amendment shall include findings in support of the following:*

- A. *That the proposed amendment meets a public need that has been identified;*

**Response:** The provision of local and regional transit connections and TDM options provides the public with alternative transportation routes. This opportunity serves the public interest by providing cost effective, energy efficient, healthy alternatives to the automobile. **This criterion is satisfied.**

- B. *That the proposed amendment meets the identified public need at least as well as any other amendment or change that could reasonably be made;*

**Response:** The Plan priorities were based on demonstrated need from public input and an extensive survey process. The recommendations contained therein were vetted through a

public process including discussions with the ACMP, and are recommended due to their benefits to the general public need. **This criterion is satisfied.**

*C. That the proposed amendment supports applicable Statewide Planning Goals, or a Goal exception has been found to be appropriate; and*

**Response:** As demonstrated in this staff report, the Plan supports numerous applicable Statewide Planning Goals. **This criterion is satisfied.**

*D. That the proposed change will not result in conflicts with any portion of the Comprehensive Plan that is not being amended.*

**Response:** The Plan is consistent with the applicable goals, policies, and implementation measures of the Comprehensive Plan as is demonstrated in this staff report. Chapters 6 and 8 of the TSP are being replaced in their entirety resulting in consistency with these sub-elements of the Comprehensive Plan. **This criterion is satisfied.**

#### **EXHIBITS:**

- Exhibit 4: A memorandum dated August 2, 2006, from Christine Heycke, regarding Revisions to Transit Master Plan.
- Exhibit 3: An email dated July 21, 2006, from Matthew Crall of DLCD, regarding Transit Master Plan
- Exhibit 2: Compilation of Citizen Input for the master planning process.
- Exhibit 1: Draft Transit Master Plan dated June 2006

# Memo

LP06-0006

## Exhibit 4

**To:** Wilsonville Planning Commission  
**From:** Christine Heycke, AICP  
**Date:** August 3, 2006  
**Re:** Revisions to Transit Master Plan

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As a follow-up to the Planning Commission work session of July 12 and in response to review comments from the State Department of Land Conservation and Development (DLCD), a number of suggestions have been incorporated into the revised Transit Master Plan. Additional revisions were made to correct typos, provide clarification, and update financial information based on the adopted City budget. The edits are detailed in the attached pages.

The following edits are noteworthy:

In response to Planning Commission comments, one implementation measure was revised and another was added to ensure a greater level of recognition of businesses on SMART buses and provide them with the opportunity to participate in transit shelter design (pages 45-46). Additional changes were made on pages 82-84 to help clarify the survey results and zip code data. The revenue and expense data for Table 6 was updated. As discussed at the work session, the description of the route 201 to Portland was revised to reflect a shortened route and a turn around at Yamhill in Portland.

In response to Matthew Crall's comments on behalf of DLCD, edits were made on pages 5 and 6 to clarify the relationship between the TPR and Metro's alternative standard, which relies on non-single-occupant-vehicle (SOV) modal splits. The map of Major Transit Streets and Stops on page 13 was also revised to delete the section through Daydream Ranch and the connection between Parkway Avenue and Canyon Creek through the Xerox campus. Text was added to pages 32 and 33 to clarify that SMART's outreach efforts to employers will continue to include information and assistance regarding parking management programs.

A revised Transit Master Plan incorporating the described edits has been posted at <http://www.ci.wilsonville.or.us/boards/acmp.html>.

## Transit Master Plan Revisions

07/28/06

1. **Page 5** – Add at end of page: *The TPR permits regional planning agencies to adopt alternative standards in order to comply with the TPR. Metro has adopted an alternative standard based on non-single-occupant-vehicle (SOV) modal splits. These goals, if met, would result in satisfying the VMT requirements of the TPR.*
2. **Page 6** – second column, middle of first paragraph. Replace with: *The RTP also sets SOV mode split goals for the Metro Region; these are the percentage of trips made in and to the area by carpool, transit, walking, and bicycling. The target non SOV mode-split target for Wilsonville is 45%. Other policies of the RTP that apply...*
3. **Page 13** – Map 2 –At bottom of page “Map 2 Major Transit Streets and Stops” add: *-Based on Proposed Routes.* Also, two deletions need to be made on this map: the line designating a major transit route through Daydream Ranch area (south of Wilsonville Road and to the West of Memorial Park) should be removed. The east-west line connecting Parkway Avenue and Canyon Creek Blvd. through the Xerox campus should also be removed.
4. **Page 15** – In paragraph that begins with “Route 201 would...”, delete reference to Amtrak in first sentence. Next paragraph: Change 3<sup>rd</sup> sentence to read: *The next stop would be Harrison and 12<sup>th</sup> near Portland State University, after which the bus would proceed north on 10<sup>th</sup>, providing connections with TriMet buses, the streetcar, and Max, before turning around on Yamhill.* Next paragraph, append this sentence to the end of the paragraph: *When the demand for the service is sufficient to warrant greater than half-hour frequency, every other run will be operated as an express route. The express runs will go straight from commuter rail to the I-5 onramp at Wilsonville Road, with no in-town stops on the east side of Wilsonville.*
5. **Page 32** – Targeted Marketing/Employment Sites Append to end of first paragraph: *Many worksite programs which help to reduce traffic congestion and air pollution also provide a benefit for employees, including flex-time, telework, staggered work hours, parking cash-out, and preferred parking for carpools.*
6. **Page 33** – After bullets in column 2. Add: *Materials for employment sites should include information on telework, flex time, staggered work hours, and parking management programs.*
7. **Page 45** – Community Involvement in Shelter Design – revise to add “SMART could allow neighborhoods **and businesses** the opportunity to...” Also, Implementation measure 6.1 – add to first sentence: “Allow neighborhoods **and businesses** the opportunity ...”

8. **Page 45** – Employer Recognition. Add the following text at the bottom of the existing paragraph: *SMART could also recognize and support Wilsonville employers by displaying informational materials on environmental programs or health and wellness efforts at particular worksites. SMART could even post Local employment opportunities in the bus.*
9. **Page 46** – Add an Implementation Measure after Measure 6.5: *Recognize and support Wilsonville businesses with posted information in the bus. This information could include recognition of health and wellness- or environmental programs and could also include employment opportunities.* Re-number implementation measure following this and add this one to the table on page 46/47 (with no marked boxes).
10. **Page 47** – Correct font on implementation measure 1.11
11. **Page 55** – Current and Projected Future Costs. Change Year to 2007. Replace Table 5 with the following data (noting that rents and leases is no longer a category):

Salaries and wages	\$1,091,326
Employee benefits	\$542,355
Supplies	\$28,400
Professional and technical services	\$78,000
Utility services	\$25,800
Non-fleet repairs and maintenance	\$5,000
Fleet services (includes fuel)	\$610,873
Insurance	\$24,200
Community services programs	\$8,500
Employee development	\$31,500
Fees, dues, advertising	\$28,600
Machinery and equipment capital	\$20,000
Vehicle purchases	\$418,713
<b>Total</b>	<b>\$2,913,267</b>

12. **Page 55** – Text following Table 5 – change percentage from 6.8% to 8.4%.
13. **Page 56** – End of first paragraph refers to table on page 57. Change to page 58.
14. **Page 57** – Projected Costs vs. Revenues. Change the percentage from 6.8% to 8.4%.

15. **Page 58** - Replace data and edit title: Table 6 – Anticipated Revenues and Expenses 2006- 2026.

Year	Revenue	Expense
2006	\$2,684,200	\$2,089,439
2007	\$3,125,000	\$2,913,267
2008	\$3,786,667	\$3,463,370
2009	\$4,310,867	\$3,965,911
2010	\$4,691,979	\$4,376,059
2011	\$5,079,434	\$4,525,933
2012	\$5,514,387	\$4,705,851
2013	\$5,717,163	\$4,913,415
2014	\$5,928,049	\$5,122,552
2015	\$6,147,371	\$5,298,494
2016	\$6,375,466	\$5,408,463
2017	\$6,612,685	\$5,628,543
2018	\$6,859,392	\$5,878,208
2019	\$7,115,968	\$6,117,160
2020	\$7,382,806	\$6,346,561
2021	\$7,659,651	\$6,584,565
2022	\$7,946,877	\$6,831,494
2023	\$8,244,874	\$7,087,683
2024	\$8,554,045	\$7,353,480
2025	\$8,874,809	\$7,629,245
2026	\$9,207,602	\$7,915,350

16. **Page 58** - Add footnote under table 6: Expense and Revenue columns do not include local match for Multi-Modal Transit Facility Construction.
17. **Page 70** – Map 13 – Loop at the west end of the route (Wilsonville Road, Willamette Way East, and Willamette Way West should be dotted line for limited service.
18. **Page 77** - Under Commuter Rail – change Highway 17 to Highway 217
19. **Page 79** - Under Transit Dependent vs. Choice Riders. Change sentence that starts with “SMART’s first priority” to read: *SMART’s first priority must always be to provide transportation for transit-dependent individuals, particularly those with disabilities.*

20. **Page 82** – Under “preferred destinations” after first sentence: *The question was designed to identify potentially popular destinations that are not currently served by SMART.*
21. **Page 83** – Figure 5 – in parentheses after figure title, add: *(not currently served by SMART)*
22. **Page 84** – Revise paragraph in column one that begins with “Table 13 shows...” to read: *The zip code results indicated that employees live in many scattered locations, including Corvallis, Washougal, and Azalea. Many of these areas only had one or two employees though and therefore don't present an opportunity for transit service or even carpools or vanpools. Table 13 shows only the areas where at least 100 Wilsonville employees live. This data provides a strong indication of the need for a convenient and practical alternative to driving alone for employees who live in Portland, Beaverton, and Salem. It also indicates a strong potential for vanpools from other locations.*

LP06-0006  
**Exhibit 3**

**From:** Matthew Crall [mailto:Matthew.Crall@state.or.us]  
**Sent:** Friday, July 21, 2006 11:58 AM  
**To:** Neamtzu, Chris  
**Subject:** Transit Master Plan

Chris,

I've read through the draft Transit Master Plan. I did not come across any issues that would be TPR compliance problems, so we will not be submitting a formal response. I did, however, make a few notes as I read it and I'll share them here.

Good: Policy 3 addressing the connection between transit and land use patters. This is critical and it's good to see it prominently identified.

Correction: Pg 5 talks about the TPR provisions related to reducing VMT. The information is generally an accurate quote of the TPR, but not applicable to Wilsonville. The TPR initially set out a default standard (VMT reduction) and gave MPO's the opportunity to adopt alternative standard(s). Metro, and all of the other MPO's, have gone the route of developing their own standards. In fact, we're revising the rule to drop the word "alternate" since it is the norm rather than the exception. In any event, Metro adopted the Non-SOV targets as their standard, so the VMT reduction targets are not applicable. The TPR still calls for reduced reliance on the automobile, which is clearly relevant to transit planning.

Confusion: Map 2 seems to show that all of the bus routes are "Major" transit streets. It seems to me that if every route is "major" the term loses some of its usefulness. Also, the title should make it clear that the routes are planned routes, and not a designation being applied to existing routes.

Good: Extending route 201 to downtown Portland.

Good: Lunch Shuttle

Suggestion: Table 6 (pg 57) should show the difference (revenue minus expenditures) for each year.

Typo: Pg 77 should read Hwy "217" not "17"

Suggestion: Pg 78 mentions free parking as a "powerful incentive to drive." I agree that this is a critical issue. I don't have any easy answers, but I would encourage the City and SMART to put more energy into tackling this issue. Even in Wilsonville, land is not free and there is a cost to employers to provide "free" parking. Maybe some employers could be persuaded to implement parking cash out (i.e. every employee receives a stipend; those who drive use it to pay for parking; those who don't keep the extra money). If you're interested in pursuing parking issues further, we may be able to be of assistance.

Matt Crall  
[matthew.crall@state.or.us](mailto:matthew.crall@state.or.us)  
(503) 373-0050 x272  
Transportation & Growth Management Program  
Department of Land Conservation and Development  
635 Capitol St. NE, Suite 150  
SALEM OR 97301-2564  
Fax: (503) 378-5518  
[www.oregon.gov/LCD/TGM](http://www.oregon.gov/LCD/TGM)

## PLANNING DIVISION MEMORANDUM

**TO:** Planning Commission

**FROM:** Linda Straessle, Administrative Assistant

**DATE:** August 2, 2006

**REGARDING:** Exhibit 2 to Application No. LP06-0006 Draft Transit Master Plan

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“Compilation of Citizen Input for the master planning process” was previously distributed to the Planning Commission as Exhibit E to Application No. LP06-0004 Bicycle and Pedestrian Master Plan Update. It is being included as Exhibit 2 to Application No. LP06-0006 Draft Transit Master Plan. Rather than making new copies of this large document, we are distributing the document on a CD, which will distribute at the August 9, 2006 Planning Commission meeting. It will not be posted on the City’s web site.

Correctly labeled paper copies will be available for review at the Community Development Annex, Library, City Hall, and at the August 9, 2006 Planning Commission meeting.

**LP06-0006  
Transit Master Plan**

**Exhibit 1  
Draft Transit Master Plan,  
dated June 2006**

**Is distributed as a  
Separate document.**



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## **MEMORANDUM**

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**Date:** June 16, 2008  
**To:** Honorable Mayor and City Council

**From:** Cynthia Thompson, Interim Transit Director (BCB Consulting)  
Steve Allen, Transit Operations

**Subject:** Transit Master Plan Staff Report

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Over the last few years, the City has been engaged with businesses, neighbors and other key stakeholder in an active master planning process that concluded with the development of a Transit Master Plan (TMP). The TMP is a comprehensive document aimed at addressing current and future transportation needs in the City of Wilsonville. The purpose of the plan is to identify areas where new transit services are needed/desired and other outside factors that will impact our transit system, such as the introduction of commuter rail in Wilsonville. The Transit Master Plan (TMP) document was printed September, 2007 and presented to City Council in November, 2007.

Since September, discussions with staff and City Council and outreach to the business community has resulted in a slight shift in the proposed timing and financing of the improvements as outlined in Chapter 2 & 4 of the plan. Key changes are highlighted below and will be incorporated into the document prior to printing copies for distribution to the public.

### **Phased-In Plan**

The largest change to Chapter 2: Recommended Bus Routes and Services is to phase-in system expansion and infrastructure improvements. The recommended approach is a three-tiered plan that includes:

1. Adjusting/adding routes to meet the commuter trains upon arrival and reach employment destinations within 10 minutes;
2. Providing direct service to downtown Portland; and
3. Providing service to Villebois and other new neighborhood.

This three phased approach to system development allows SMART to meet the immediate needs as well as the future transit needs associated with growth and development - thus allowing the City to invest wisely and provide on-going dividends that benefit Wilsonville businesses and residents in the long-term.

## **Funding Resources**

Changes to the Chapter 4: Funding Resources are based on the recommendations of Wilsonville City Council, Wilsonville Chamber Government Affairs Council and input from the major employers (Xerox, Mentor Graphics, Sysco, and In Focus). The changes include:

- A phased approach to the payroll tax increase that is consistent with the three-tiered system improvements recommended in Section 2.
- An adjustment to capital expenditures to focus investment on upgrading an outdated fleet and enhancing the City's transit reserves to match with federal and state funds and provide a cushion for unforeseen expenditures (e.g., rising diesel costs, etc.).
- Implementation of the initial increase in the current payroll tax rate from .33% to .50% effective October 1, 2008 to implement the following Phase 1 improvements:
  - **Service Improvements**
    - Commuter Rail Operations: Wilsonville will need to begin contributing a portion of WES commuter rail operating cost to TriMet.
    - The Ten-Minute Plan: SMART will move to a "pulse" system design, where SMART buses will meet the commuter trains and deliver passengers within 10 minutes of arrival.
    - New Route to Eastside Employment Center: A new route will be added to better serve our major employers on the eastside of Wilsonville.
    - Salem Route Addition and Route Adjustments: SMART route times will be adjusted to meet the train. SMART's Salem route is experiencing standing room only on two peak hour trips. In response, SMART will provide one additional round trip to Salem in the morning and evening.
  - **Capital Investment:**
    - WES Commuter Rail Station & SMART Transit Hub: This multi-modal center includes a 400 space park and ride, 12-bay bus transit center, bicycle pavilion, driver break-room and public restrooms slated for completion by October, 2008. These improvements were funded with federal grants and local match. This Center will become a transit hub for SMART beginning in October, 2008. The tax increase will allow SMART to set aside reserve dollars which were depleted after building this multi-modal center. SMART will also be able to save match dollars to plan for, and one day, build a bus maintenance facility and administrative offices at this site.
    - Upgrade Fleet: SMART will set aside reserve and match dollars to invest in SMART's fleet. SMART will replace older buses to enhance fuel efficiency and passenger comfort

- Implementation of Phase 2 & 3 increases in 2010 and 2011 will be tied directly to increases in transit services such as Phase 2: Downtown Portland Extension and Priority 3: Providing service to Villebois and other new neighborhood

**Recommendation**

Staff recommends the adoption of the Transit Master Plan with these proposed changes. This plan provides a roadmap for the future. The phased in approach for investment and service implementation ensures City Council is able to direct tax investments at the appropriate time.

# Transit Master Plan Overview

## I. History of SMART: Transition to the Future

In 1989, the City of Wilsonville withdrew from the TriMet district and started South Metro Area Rapid Transit (SMART, in 2007 the letter "R" was changed from Rapid to Regional.). When SMART first started, it offered services to meet the needs of local residents and provided transportation within Wilsonville, including dial-a-ride services not previously provided by TriMet. During this time, Wilsonville was a relatively small community with a population of 7,000. Today, Wilsonville's population is almost 17,000 with a projected to growth to 20,000 in the next five years. As the population and number of businesses have increased over the years, so has the need for transit.

Today, there is a greater need to provide efficient transportation to and from Wilsonville for employees that work here. In general, people are driving further from home to their places of employment. A recent survey of Wilsonville businesses indicated that good transportation and access to I-5 was one of the main reasons for locating in Wilsonville. Businesses want to attract and retain employees and the availability of efficient transportation to and from work is a major consideration. During the day, approximately 18,000 employees use that regional system to come to work in Wilsonville. At the same time, there are many Wilsonville residents use the system to work in Portland, Beaverton, Salem, etc. These individuals are commuting using a variety of types of transportation. It is clear that Wilsonville has very unique needs when it comes to providing efficient transportation systems for those that live in Wilsonville and those who work here. Wilsonville is no longer the small city it was when SMART started in 1989; it has grown to become a key member of the Portland region and a natural transportation hub for the region. As a result, it is critical that Wilsonville use this 20-year Transit Master Plan for setting priorities and funding to meet the current and future transit needs of a growing community.

## II. Current SMART Services

In order to plan for the future, it is important to understand the current services provided by SMART, as well as understanding the rider profiles for each route.

SMART currently operates five bus routes including routes to Salem, Canby, Barbur Transit Station and two in-town routes. In addition to these routes, SMART also operates dial-a-ride services for seniors and persons with disabilities. With these services, SMART provides over 1,100 rider trips on an average day. This is accomplished with a payroll tax rate of 0.33% and heavy reliance on federal grants. As a comparison, the current TriMet payroll tax rate is 0.6618%.

Below is a summary of the current SMART services. There is more information on each route included in Attachment C regarding rider profiles, operating schedule, fares collected, and peak usage. All services within the City of Wilsonville are free of charge, however, a fare is charged for any service outside of Wilsonville.

- Five Bus Routes

1. Crosstown (Route 204) - 24 daily round-trips M-F, 8 round-trips on Saturday.
2. 95<sup>th</sup> Ave. (Route 203): 13 daily round trips M-F.
3. Salem (Route 1x) – 5 daily round-trips M-F, Fare \$2.00.
4. Canby (Route 205) – 8 daily round-trips M-F, Fare \$1.25.
5. Barbur Transit Center (Route 201) – 24 daily round-trips M-F. 8 round trips on Saturday north/south in city. Fare \$1.25 if out of town.

- Dial-a-ride: Service is provided without charge to Wilsonville seniors and those needing disability rides within the city. Trips outside of Wilsonville are \$2.00 per ride. On a typical M-F week Dial-a-ride provides 75 trips each day. 40% of these trips are outside of Wilsonville to medical appointments in the Portland metro area. Individuals who are not elderly or disabled may also use dial-a-ride service if they live further than .5 miles from the nearest bus stop or if during regularly scheduled fixed route service it would be greater than a 15 minute wait for the bus from the time they desire to ride.

Services to Wilsonville provided by other area transit systems:

- Salem/Keizer Transit provides 4 round-trips to Wilsonville; M-F, Fare \$2.00.
- Canby Area Transit provides 2 daily round-trips to Wilsonville; M-F, no fare charged.

Other SMART Programs

- The SMART Options program provides services to area employers to help their employees find the best way to get to work, whether it's by bus, carpool, vanpool, walking, bicycling, etc.
- The SMART Options program helps businesses comply with the Department of Environmental Quality Employee Commute Options Rule, a Portland-metro Oregon Administrative Rule requiring that all businesses with 100+ employees strive to reduce single-occupancy vehicle trips to and from their work sites.
- SMART met with major employers between January and June, 2008 and discussed potential creative commuter solutions for their employees not served well with traditional transit fixed route service. Options could include services such as; station cars from the commuter rail station; zipcar programs, carpool, vanpool, shuttles, and bike programs etc.

### **III. TMP Overview**

The City embarked on a multi-year process to create a Transit Master Plan (TMP) that would identify the current and future needs of the City's transit system. As part of this process, an inclusive outreach program was undertaken. The outreach included a number of public meetings and discussions with business, riders, citizens and other key community stakeholders. In addition, a series of surveys and focus groups were used to gather data about what types of services people were interested in and their priorities for the future.

This extensive outreach process and data review indicated three main priorities for the City. These priorities included:

1. Redesigning the SMART system to meet Westside Commuter Rail. The City was successful in working with TriMet to bring commuter rail to Wilsonville. This will be the first suburb to suburb commuter rail route in the Portland metro region. The route is scheduled to open October 17, 2008 and will run between Beaverton and Wilsonville with a primary focus on serving commuters. With the addition of commuter rail in Wilsonville, realigning the SMART system to meet the opportunities became a key priority.
2. A direct connection to downtown Portland. Currently, SMART provides services to the Barbur Transit Station in SW Portland but does not go directly into downtown Portland. To get to downtown, passengers must exit SMART at the Barbur stop and pay the TriMet fare to get to downtown Portland.
3. The ability to meet new development and growth areas within Wilsonville. Working with developers, the City examined future development in the City of Wilsonville and areas that are not currently served by transit. These areas include the new Villebois development and Memorial Drive. Villebois is currently under construction and thus would not need transit services until 2011. Memorial Drive does not currently have transit services but could be served in the future with the addition of a route to Villebois.

As a result of the data derived from the TMP, subsequent discussions by staff, council and the business community, it became clear the best approach was to develop a phased-in approach for increasing the revenue base, expanding the system and providing the infrastructure improvements necessary to maintain a high quality, locally designed transit system in Wilsonville.

### **IV. Description of Future Service Levels**

The three phases to service improvements include

#### **A. Commuter Rail and SMART Service Realignment (First Priority)**

The City has committed to the construction of the commuter rail station in Wilsonville with service starting in October, 2008. In order for commuter rail to be

successful, buses need to meet the trains at the commuter rail station to take passengers to their place of employment. As a result, the TMP includes changes to some of our existing bus routes and the addition of a new route to serve Argyle Square and the large employers along Canyon Creek North. The City has also negotiated with TriMet and will contribute \$300,000 per year as our share for the operating costs for WES commute rail; Phase One Investments are:

- **Commuter Rail Operations:** Wilsonville will need to begin contributing a portion of WES commuter rail operating cost to TriMet
- **Service Enhancements – 10-Minute Plan, New Route, 1X additions and route adjustments –**
  - **The Ten-Minute Plan:** SMART will move to a “pulse” system design, where SMART buses will meet the commuter trains and deliver passengers within 10 minutes of arrival.
  - **New Route to Eastside Employment Center:** A new route will be added to better serve our major employers on the eastside of Wilsonville.
  - **1X addition and Route adjustments:** SMART route times will be adjusted to meet the train. SMART will provide one additional round trip to Salem in the morning and one additional round trip in the evening.

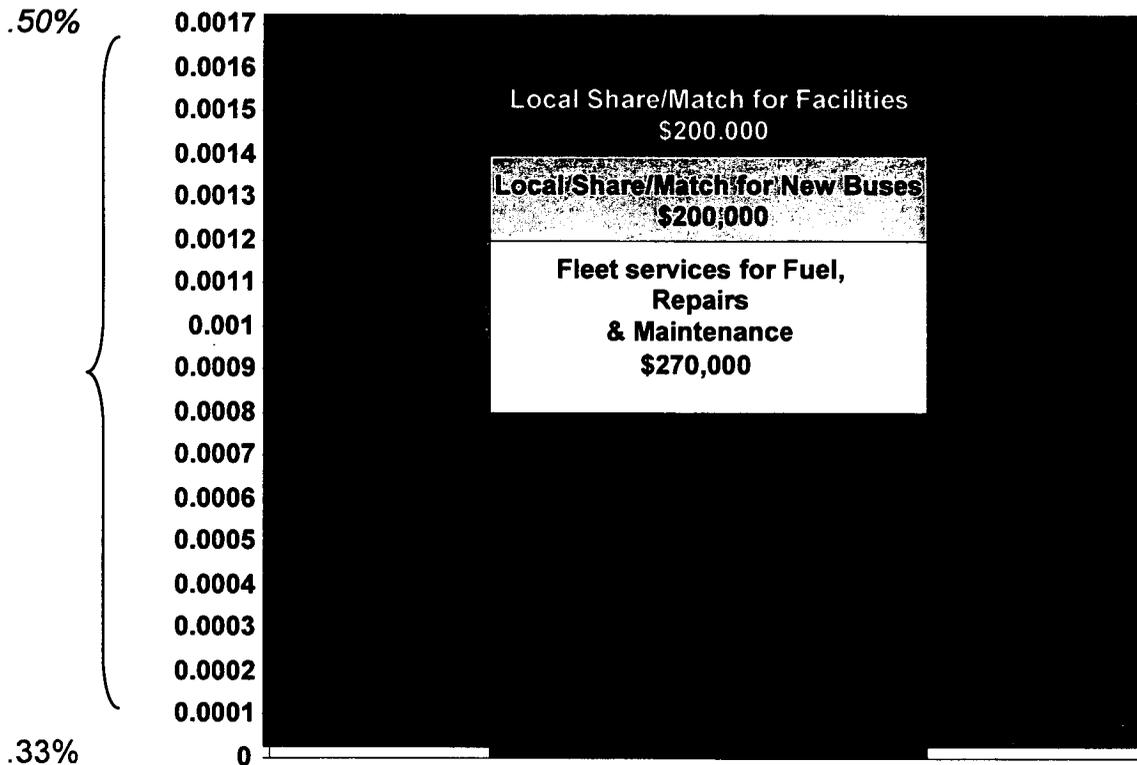
#### **B. Capital Improvements (First Priority)**

SMART has strategically accumulated and used reserves as matching funds for federal and state grants to finance capital expenses, including facilities and rolling-stock (buses). Over the past decade, SMART has successfully competed for and acquired over \$10 million in federal and state grants. Reserves have been depleted to build the commuter rail station and the rate increase will allow SMART to begin saving again to fund future capital needs. The City will continue to actively seek grant funds from both state and federal agencies to assist in these projects. The TMP and October staff report did not portray an accurate picture of the payroll tax increase for capital projects and the finance chapter will be updated to reflect the following proposed capital investment:

1. **Commuter Rail Station and Park and Ride (Underway):** This project is near completion and was funded with \$2 million from federal grants and \$2 million from local reserve funds. This project includes the construction of 400 parking spaces, 12-bay bus transit center, bicycle pavilion, driver break-room, public restrooms and landscaping.
2. **Up-Grade Existing Fleet:** In order to improve SMART's operations in terms of fuel efficiency and maintenance, SMART intends to upgrade and replace older buses. Nearly one-third of SMART's bus fleet is older than 10 years, which costs more to operate and maintain. Fuel prices are skyrocketing with no end in sight. Investing in a 21<sup>st</sup> century fleet is critical to SMART's long term success.

3. SMART Transit Hub at WES station: SMART will set aside reserves and match dollars and begin planning for future facility needs. The long range vision is to build a bus maintenance facility and administrative offices at this location.

### PHASE ONE INVESTMENT



#### C. Downtown Portland (Second Priority)

A high priority for riders is direct service to downtown Portland. Proposed in the plan is an extension of the route serving TriMet's Barbur Transit Center to downtown Portland. This will allow people traveling to and from Wilsonville to make direct connections to MAX, Portland Streetcar, and a large number of TriMet bus lines. Fares would be charged for this service. (Proposed for 2010)

#### D. Villebois Services (Third Priority)

1. Villebois will be a new service area. The TMP proposes a cross-town route could be added linking south Villebois with Town Center shopping, Murase/Memorial Park and Memorial Drive. This will allow people to get from Villebois to the Town Center Area as well as provide services to those that live along Memorial Drive. (Proposed for 2011)
2. Add service to north Villebois area. This service will also connect the north side of Villebois to the commuter rail station.

## **V. Costs and Revenues**

Service enhancements and paying a share of the commuter rail operating costs will increase costs and necessitate an increase in revenues. The Plan proposes an increase in the payroll tax rate from 0.33% to 0.50% on October 1, 2008. This increase is estimated to generate \$1.4 million in new revenues. Half of the increase would pay for new services described in section IV.A, commuter rail operations, the 10-minute plan, new route to eastside employers and new runs to Salem. The remaining half would be used as follows: \$270,000 to provide a dependable resource for fuel and repairs to the bus fleet (currently paid by a grant that to the extent that the grant continues to be a funding source the revenues will be used as matching funds for busses and fleet capital expenses), \$200,000 for required cash match on grant funded bus purchases, \$200,000 for either debt service or cash match on constructing facilities for fleet maintenance and SMART administration, and \$100,000 to build cash reserves for future needs.

Phases II and III would require additional increases to the payroll tax rate. Phase II, extending the Barbur route to downtown Portland, is estimated to cost \$400,000 and would equate to a tax rate increase of 0.05% bringing the total rate to 0.55% in 2010 or 2011. Phase III, extending service into Villebois, is estimated to cost \$600,000 and would equate to a tax increase of 0.07% bringing the total rate to 0.62% in 2011 or 2012.

The transit program includes revenue sources other than the payroll tax. Fares were instituted in August 2006 with the Salem route and were collected system wide in September 2006 for any transportation outside of the City. SMART may consider an incremental fare increase policy in the future to keep up with rising fuel prices. Fares typically cover a small percentage of a transit agencies overall budget from 3% to not more than 20%. Attachment A includes a Table that outlines the history of revenue obtained through grants and fares.

## **VI. Attachments**

Several pages of additional information follow the conclusion.

- A. Table: SMART Transit grants and fares information
- B. Timeline for Proposed Service Implementation
- C. Ridership profiles and pertinent statistics by route.
- D. Transit Master Plan document changes (page #'s, sections etc.)

## **Conclusion**

The Transit Master Plan concludes a long process that involved many people and analysis of data to determine the future of transit in the City of Wilsonville. The TMP is not extremely aggressive and essentially ensures Wilsonville residents and employees will continue to have core transit service that provides essential regional connections.

The payroll tax is the primary funding source for public transportation in the region and throughout Oregon. Wilsonville has been privileged to maintain a lower tax rate than the other transit systems in the region due to the large employment base and SMART's success in acquiring grants.

A number of factors in addition to commuter rail in Wilsonville make it necessary to increase the tax rate from .33% to .50%. Factors such as growth in population, jobs, an aging work force, and increasing fuel prices will continue to cause an increase in demand for transit service. It is also imperative SMART adjusts our transit system to efficiently coordinate with the commuter rail trains, invest in our fleet, save for future capital needs and reserve dollars to match State and Federal grants.

Wilsonville has grown from a small city to an important regional player in terms of transportation. In order for the City to encourage continued economic growth and be a player in the regional transportation system, it is important to invest in our transit system for the future.

Appendix A  
Transit Master Plan

<b>Prior Decade, 1998-2008: 11-Year SMART Operating Statement</b>											
	<b>FYE 1998</b>	<b>FYE 1999</b>	<b>FYE 2000</b>	<b>FYE 2001</b>	<b>FYE 2002</b>	<b>FYE 2003</b>	<b>FYE 2004</b>	<b>FYE 2005</b>	<b>FYE 2006</b>	<b>FYE 2007</b>	<b>FYE 2008</b>
<b>INCOME</b>											
Transit tax	1,648,767	1,535,866	1,714,716	1,830,887	1,874,551	1,924,184	2,105,301	2,082,526	2,233,915	2,543,969	2,740,000
Grants	700,489	104,464	229,811	249,943	863,747	565,844	452,495	855,942	649,409	894,040	516,367
Fares	2,904	2,356	5,126	3,302	2,210	2,558	1,848	1,346	33,860	126,820	123,215
Interest and other	29,431	48,199	36,939	24,222	20,361	23,290	34,326	27,617	43,351	117,236	97,000
<b>Total Income</b>	<b>2,381,591</b>	<b>1,690,885</b>	<b>1,986,592</b>	<b>2,108,354</b>	<b>2,760,869</b>	<b>2,515,876</b>	<b>2,593,970</b>	<b>2,967,431</b>	<b>2,960,535</b>	<b>3,682,065</b>	<b>3,476,582</b>
<b>EXPENSES</b>											
Total operations	2,353,996	1,707,059	1,889,967	1,904,619	2,799,511	2,143,348	2,275,510	2,648,461	2,737,843	3,219,890	3,112,260
New Services											
Buildings/Park&Ride								309,084		68,342	912,002
<b>Total Expenses</b>	<b>2,353,996</b>	<b>1,707,059</b>	<b>1,889,967</b>	<b>1,904,619</b>	<b>2,799,511</b>	<b>2,143,348</b>	<b>2,275,510</b>	<b>2,957,545</b>	<b>2,737,843</b>	<b>3,288,232</b>	<b>4,024,262</b>
<b>Excess (Deficit)</b>	<b>27,595</b>	<b>(16,174)</b>	<b>96,625</b>	<b>203,735</b>	<b>(38,642)</b>	<b>372,528</b>	<b>318,460</b>	<b>9,886</b>	<b>222,692</b>	<b>393,833</b>	<b>(547,680)</b>

<b>Next Decade, 2009-2019: 11-Year SMART Operating Statement</b>											
	<b>FYE 2009</b>	<b>FYE 2010</b>	<b>FYE 2011</b>	<b>FYE 2012</b>	<b>FYE 2013</b>	<b>FYE 2014</b>	<b>FYE 2015</b>	<b>FYE 2016</b>	<b>FYE 2017</b>	<b>FYE 2018</b>	<b>FYE 2019</b>
<b>INCOME</b>											
Transit tax	3,932,640	4,630,500	4,862,025	5,105,126	5,360,383	5,628,402	5,909,822	6,146,215	6,392,063	6,647,746	6,913,656
Grants	809,160	479,436	833,217	724,921	982,696	550,707	965,129	890,152	1,049,982	900,840	706,965
Fares	152,800	238,752	263,580	283,560	311,640	331,620	354,600	374,580	450,240	470,280	490,320
Interest and other	111,600										
<b>Total Income</b>	<b>5,006,200</b>	<b>5,348,688</b>	<b>5,958,822</b>	<b>6,113,607</b>	<b>6,654,719</b>	<b>6,510,729</b>	<b>7,229,551</b>	<b>7,410,947</b>	<b>7,892,285</b>	<b>8,018,866</b>	<b>8,110,941</b>
<b>EXPENSES</b>											
Total operations	4,130,804	3,605,879	4,218,741	4,263,733	4,776,611	4,438,153	5,169,206	5,335,814	5,812,981	5,922,095	5,994,647
New Services	694,530	709,691	725,403	741,684	758,551	850,023	818,600	858,864	901,078	945,334	991,726
Buildings/Park&Ride	958,079										
<b>Total Expenses</b>	<b>5,783,413</b>	<b>4,315,570</b>	<b>4,944,144</b>	<b>5,005,417</b>	<b>5,535,162</b>	<b>5,288,176</b>	<b>5,987,806</b>	<b>6,194,678</b>	<b>6,714,059</b>	<b>6,867,429</b>	<b>6,986,373</b>
<b>Excess (Deficit)</b>	<b>(777,213)</b>	<b>1,033,118</b>	<b>1,014,678</b>	<b>1,108,191</b>	<b>1,119,557</b>	<b>1,222,552</b>	<b>1,241,745</b>	<b>1,216,269</b>	<b>1,178,226</b>	<b>1,151,437</b>	<b>1,124,567</b>

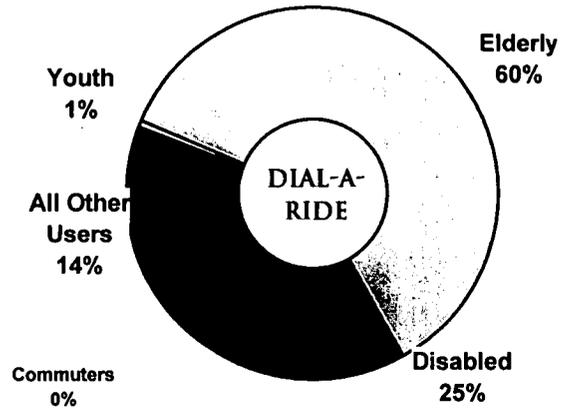
Source: Transit master plan, revenues exclude BETC

**Attachment B**  
**Timeline for Proposed Service Level Changes**

Year	Service Level
2008	<b>Current service level.</b>
2008	<b>Transit shared cost of commuter rail operations (each of the first 5 years). Add runs, change routes (Priority 1) Add new route (206) – Eastside</b>
Oct. 2008	<b>Commuter Rail Opens</b>
2010	<b>Extend route to downtown Portland</b>
2011	<b>Add new route – Villebois to Town Center/Memorial Drive via commuter station.</b>
2013	<b>Add Saturday service to Villebois-Town Center/Memorial Drive via commuter station.</b>
2017	<b>Add North Villebois service. Also serves commuter station.</b>

## Attachment C Ridership Profiles

### DIAL-A-RIDE

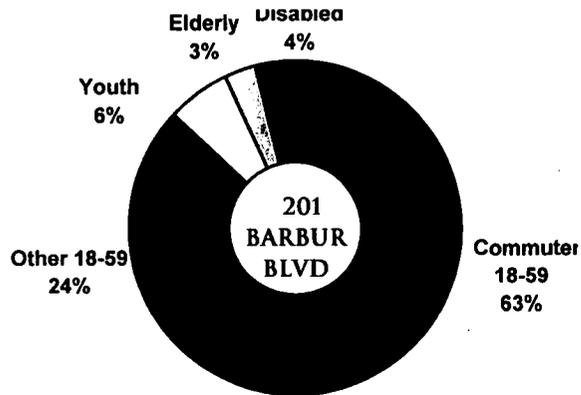


Number of riders (month)	1,578
Hours of operation	5 AM to 6 PM
Fare to board	in city - \$0 outside city - \$2
Fares generated (month)	\$650

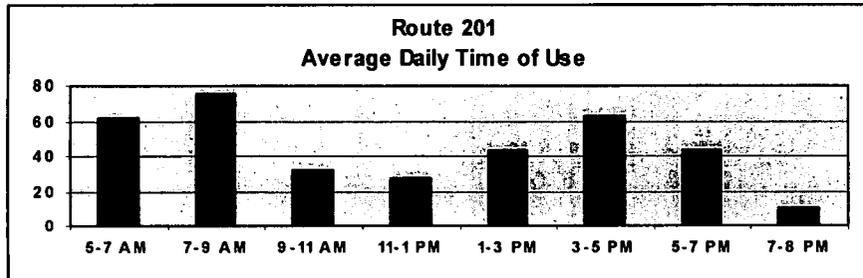
60% of trips are in city, 40% outside city.  
(947 trips in city, 631 trip outside)

**Why are non-elderly and disabled using this service?**  
In town Dial-a-Ride is a general public service.  
E & D takes priority, but the general public may ride if service is available.

## #201 – BARBUR BLVD

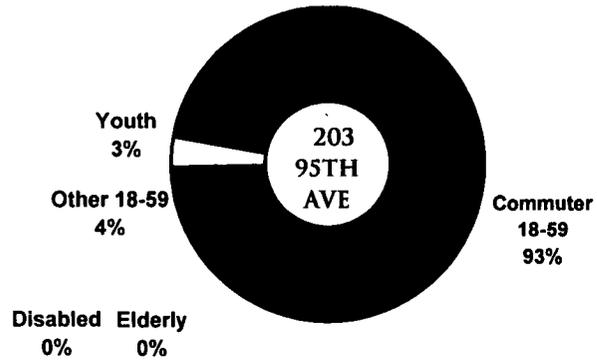


Number of riders (month)	6,906	
Hours of operation	5:40 AM to 8:30 PM	
Fare to board	outside city - \$1.25	
Fares generated (month)	\$5,200	
<b>Peak Usage</b>	<b>AM</b>	<b>PM</b>
Leaving City	43%	52%
Entering City	57%	48%

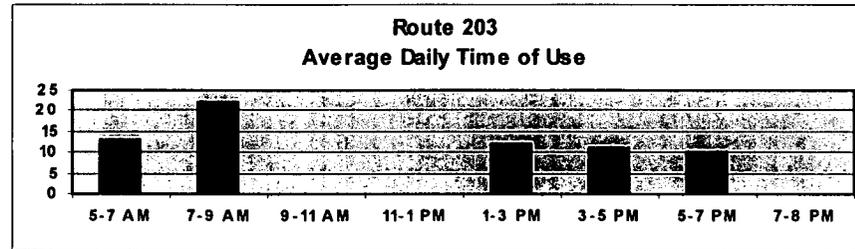


## Attachment C Ridership Profiles

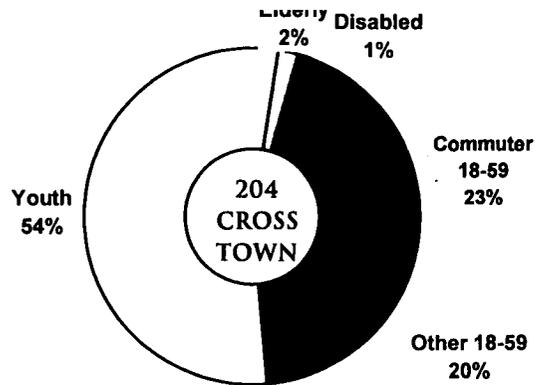
### #203 – 95<sup>th</sup> Ave



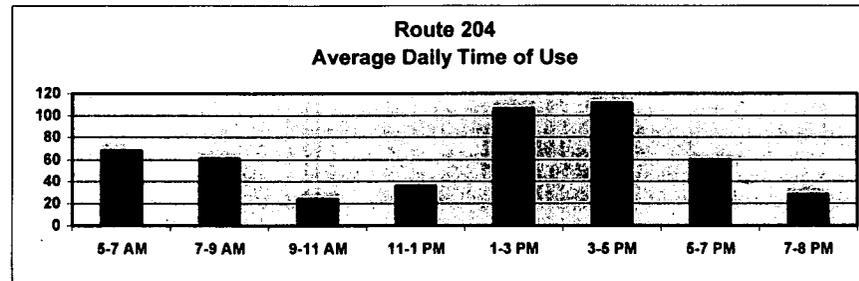
Number of riders (month)	1,264
Hours of operation	6:12 AM to 9:24 AM 2:22 PM to 6:35 PM
Fare to board	in city - \$0
Fares generated (month)	Not applicable



## #204 – Crosstown

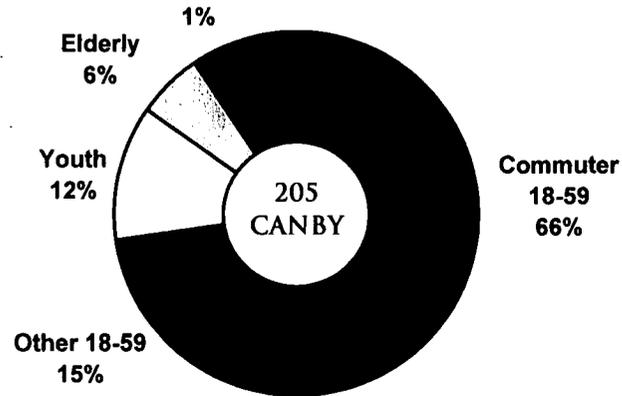


Number of riders (month)	10,019
Hours of operation	5:39 AM to 7:23 PM
Fare to board	in city - \$0
Fares generated (month)	Not applicable

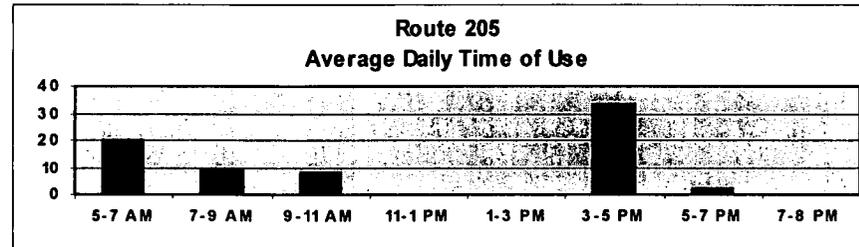


## Attachment C Ridership Profiles

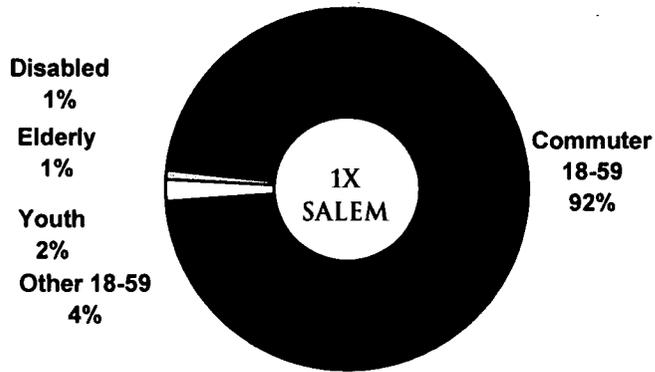
### #205 - Canby



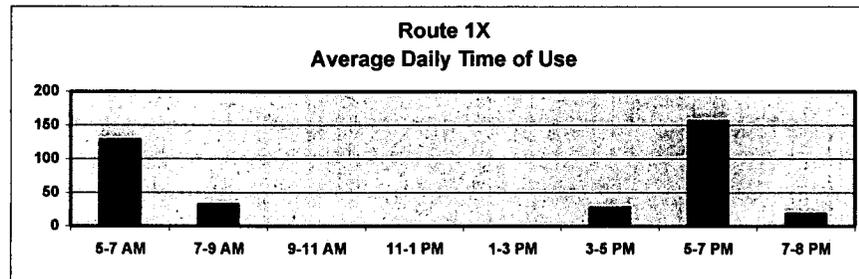
Number of riders (month)	1,362	
Hours of operation	6:05 AM to 9:51 AM 3:05 PM to 6:51 PM	
Fare to board	\$1.25	
Fares generated (month)	\$970	
<b>Peak Usage</b>	<b>AM</b>	<b>PM</b>
Leaving City	24%	50%
Entering City	76%	50%



# #1X - Salem



Number of riders (month)	6,973	
Hours of operation	4:52 AM to 10:40 AM 3:22 PM to 7:52 PM	
Fare to board	\$2.00	
Fares generated (month)	\$5,000	
<b>Peak Usage</b>	<b>AM</b>	<b>PM</b>
Leaving City	52%	59%
Entering City	48%	41%



## ATTACHMENT D

### Updates and Modifications to TMP – Chapters 2 & 4

Redlined Version of Chapter 2 & 4 Modifications will be available for the June 16<sup>th</sup> Council Meeting. Some minor modifications to other Chapters may be needed to provide consistency.

#### CHAPTER 2: Recommended Bus Routes and Service

1. New Service Priorities (page 14) Section Title was changed to New Service – A Phased Approach to Implementation. Language in section was updated to reflect the three implementation phases:
  - Phase One – Washington County Commuter Rail Related Services and Expenses
  - Phase Two – Downtown Portland Extension
  - Phase Three – Service Expansion to New Development
2. Fares (page 14). Section has been updated to reflect July fare increases.

#### CHAPTER 4: Funding Resources

1. Tables 3: SMART Payroll Tax Revenue & Table 4: SMART Expenses (page 59) have been updated to Reflect 2008/2009 data.
2. Language in Service Increases and Revenue Needs was updated to reflect phased approach and provide consistency with language in Chapter 2 (page 60)
3. Major Capital Projects Section (page 61) was totally revised to reflect the new capital funding priorities.
  - Commuter Rail Station and Park and Ride (Underway):
  - Up-Grade Existing Fleet
  - Reserves for Federal/State Match to fund SMART Transit Hub at WES station
4. Tables 5: Capital Projects was updated to reflect new priorities (page 61)
5. Fare Revenue Section (page 63) was updated to reflect July fare increases and language was added to provide information on fares as a percentage of overall revenues.
6. Payroll Tax Increase Section (page 63) was revised to more accurately reflect needs associated with Chapter 2 implementation Phases.

## 2. Recommended Bus Routes and Service

This chapter details service needs, proposed routes, and the purpose of individual routes as well as how they work together to meet identified needs and form an integrated network. It also looks at vanpools as an option to provide service for specific routes where fixed route service is not feasible. See Chapter 6 for a detailed look at customer preferences, travel destinations, and the factors affecting travel demand.

The following two goals form the basis of SMART's services and implementation measures:

- Goal 1** To promote an effective transit system that is a viable alternative to the single-occupant vehicle; responds to the mobility needs of residents, employers, and employees; permits easy shifts from one mode to another; offers choice and convenience; and connects to other regional transportation systems.
- Goal 2** To develop and implement Transportation Demand Management strategies in order to create greater choice and mobility; reduce automobile trips; make more efficient use of the roadway system; and minimize air pollution.

Implementation measures detailed in Chapter 3 focus on both goals. This chapter focuses primarily on the first goal and the following specific service goals to effectively meet growth demands.

### Service Goals to Accommodate Growth

1. Provide service to new developments in Wilsonville.
2. Provide increased opportunities for residents, employees, and visitors to connect to jobs, shopping, parks, and community activities.
3. Facilitate connections between transit and other travel modes, including walking, bicycling, rail, and air travel.
4. Facilitate regional/intercity connectivity
5. Increase frequencies to improve convenience and coordination between routes.

6. Extend service times to accommodate travel needs

One of the objectives of the proposed SMART bus network is to provide bus service within a quarter mile of development within City limits, so that residents and employees are able to easily walk to bus stops. (See Map 1 on page 12.) Current SMART service meets this goal with the exception of Daydream Ranch, Charbonneau, the Villebois area, and a few small areas. Bicyclists have a larger travel shed; however, they also depend on the ability to store or transport a bicycle. Bike racks are provided on all buses, so that passengers can bicycle at either end of their bus trips. Bicycle storage will also be provided at the commuter rail station in Wilsonville.

Local service is designed to link residential areas with shopping, schools, jobs, parks, and the civic center. The network is designed so that local routes connect to intercity routes, providing regional connectivity and access to jobs.

### Major Transit Streets and Stops

A major transit street is a primary corridor for transit, receiving half-hour or better service during peak traffic hours. Typically, these streets are also arterials or major collectors. The designation of major transit streets allows the City to set standards for encouraging land use patterns, development designs, and street and bicycle/pedestrian improvements that support transit. See Map 2 on page 13.

Major transit stops are those which are located at existing or planned:

- Intersection of two or more routes
- Transfer locations between transit systems
- Park & Ride lots
- Shopping centers and other major destinations

Major transit stops receive priority when transit stop upgrades are being considered.

## The SMART Network

The basis of SMART's proposed fixed-route network is to coordinate routes so that they all converge at a primary hub location at the same time, facilitating transfers between routes. The commuter rail station in Wilsonville will serve as the primary hub location, with bus arrival and departure times coordinated with rail service. The coordinated service ensures that a person arriving in Wilsonville on commuter rail can reach any destination in Wilsonville within 10 minutes of the train's arrival. Connections to employment sites on 95th Avenue and on Parkway would be considerably faster. The planned location of a park & ride lot at the commuter rail station also facilitates multimodal connections at the hub location, as do the provision of designated vanpool and carpool spaces and bicycle parking. During the peak morning and evening commute hours, service times will be coordinated with commuter rail service, however during mid-day, when commuter rail isn't running, bus routes can be scheduled for better connections with other routes, including TriMet and CAT.

## New Service – A Phased Approach to Implementation

Based on existing demand and projections of future demand, SMART has developed a three phased approach to system development. This approach allows SMART to meet the immediate needs as well as the future transit needs associated with growth and development - allowing the City to invest wisely and provide on-going dividends that benefit Wilsonville businesses and residents in the long-term

### Phase One – Washington County Commuter Rail Related Services and Expenses

**Commuter Rail Operations:** Wilsonville will need to begin contributing a portion of WES commuter rail operating cost to TriMet.

- **The Ten-Minute Plan:** SMART will move to a "pulse" system design, where SMART buses will meet the commuter trains and deliver passengers within 10 minutes of arrival.

- **New Route to Eastside Employment Center and Boeckman Road:** A new route will be added to better serve our major employers on the eastside of Wilsonville.
- **1X Addition and Route adjustments:** SMART route times will be adjusted to meet the train. SMART will provide one additional round trip to Salem in the morning and one additional round trip in the evening.

### Phase Two – Downtown Portland Extension

- **Direct Service to Downtown Portland:** A high priority for riders is direct service to downtown Portland. Proposed in the plan is an extension of the route serving TriMet's Barbur Transit Center to downtown Portland. This will allow people traveling to and from Wilsonville to make direct connections to MAX, Portland Streetcar, and a large number of TriMet bus lines. Fares would be charged for this service. (Proposed for 2010)

### Phase Three – Service Expansion to New Development

- **Service to Villebois and Other New Development Areas:** Villebois and other new developments will be the third phase of system expansion. SMART will provide a new route linking south Villebois with Town Center shopping, Murase/Memorial Park and Memorial Drive and the area north of Villabois with the commuter rail station, the transit center and the downtown. This new route is planned when development is more complete. This will allow people to get from new development areas to key areas of the City. (Proposed for 2011).

## Fares

Fares were instituted in August 2006 with the Salem route and were collected system wide in September 2006 for any transportation outside of the City. SMART charges a fare for all intercity routes. As of July, 2008, the fare charged on Route 1X is \$2.50 per ride or \$55 for an unlimited monthly pass. For routes serving Portland, Tualatin, and Canby, the fare is \$1.25 or \$30 for an unlimited monthly pass. Other fare options include an all-zone monthly pass for \$65 to Canby and Portland and an all zone pass including Salem for \$80, discounted punch

passes, and reduced fares for seniors, students, or persons with disabilities.

To keep up with rising fuel prices, an incremental fare increase policy linked to increases in fuel costs may be a potential solution for SMART.

**Recommended SMART Routes**  
In order to balance the various, divergent needs for transit service, individual routes are designed for a primary purpose, which is the stronger focus. For example, one route may be designed primarily as an intercity commuting route whereas another is designed primarily as a local service route. A mix of primary purposes ensures that there are routes to serve all needs. SMART has a program to monitor and evaluate performance levels that ensure effectiveness of the service provided and, to the extent possible, meet the minimum standards for service levels.

In cases where fixed-route transit cannot meet the access needs of a passenger, dial-a-ride service is available during normal service hours and within program parameters. SMART also plans to use vanpools and other innovative mobility options to provide service which is competitive with the automobile for commuters in areas where fixed-route service is not currently provided.

### **Route 201 – Portland**

*Primary Purpose:* Commuter service linking Wilsonville, Tualatin, and Portland.

*Secondary Purpose:* Enhance regional connectivity. Provide passengers with a link to commuter rail, TriMet buses, MAX, Amtrak, and CTran (Vancouver).

Currently, travel between Wilsonville and Portland requires at least one transfer with TriMet and total trip time makes the option impractical for most potential passengers. Results from SMART's general and employer surveys indicated a strong demand for SMART service between Portland and Wilsonville. Respondents also expressed a strong interest in connecting with MAX and TriMet. Zip code data from employers suggest that approximately 12 percent of Wilsonville employees live in Portland. Another four percent live in outer Southeast Portland or Gresham, an area served by the MAX line.

Route 201 would provide direct service to Portland, connecting with TriMet, MAX, and the Portland Streetcar (see Map 3 on page 16). This

service would allow easy commuting between Portland and Wilsonville and would also provide Wilsonville residents with convenient access to the airport and other connections. In addition to providing practical travel options for Wilsonville residents and employees, the Portland-Wilsonville service would contribute greatly to the goal of an interconnected regional transportation network.

The Portland service would be an extension of the existing SMART Route 201, which already serves Barbur Transit Center and the south end of Portland. The proposed extension would continue north on Barbur, with stops at Bertha and Terwilliger. The next stop would be Harrison and 12th near Portland State University, after which the bus would proceed north on 10th, providing connections with TriMet buses, the streetcar, and MAX, before turning around on or near Yamhill. Travel time between Wilsonville and Portland is estimated to be about 45 minutes. Travel time on this route (including parking) would be competitive with automobile commuting (approximately 30 minutes). Service hours will also be extended on this route to better accommodate the various shifts of workers in both Wilsonville and Portland.

This expansion addresses the need of Wilsonville workers to be at work by 6 a.m. The first bus would leave Portland at 5:00 a.m., with the last bus leaving Portland at 7:41p.m. Service would continue to run Monday through Friday on Route 201. The extended service is planned for 2010. When the demand for the service is sufficient to warrant greater than half-hour frequency, every other run will be operated as an express route. The express runs will go straight from commuter rail to the I-5 on-ramp at Wilsonville Road, with no in-town stops on the east side of Wilsonville. Fares will be charged on Route 201 for trips outside of Wilsonville; in-town service will remain fareless.

Route 201 will play an important role in transferring passengers from the commuter rail station to employment sites on the east side of Wilsonville. Transit schedules will be coordinated with commuter rail to ensure that employees are able to reach their worksites within 10 minutes of arriving in Wilsonville.

### **Route 202 – Villebois Shuttle**

*Primary Purpose:* Local service to connect Villebois and Town Center, including Village at Main Street and Memorial Park.

*Secondary Purpose:* Connect Villebois and Town Center with commuter rail.

Route 202, the Villebois Shuttle, would operate hourly Monday through Friday with half-hourly service during peak commute hours (see Map 4 on page 17). It would allow Villebois residents to travel to the commuter rail station, where they could transfer to other routes or continue on to Town Center. Route 202 service is planned for 2011, but initiation of service will depend on development progress and level of demand at Villebois. Additional Saturday service is expected to be added around 2015.

### **Route 203 – Coffee Creek**

*Primary Purpose:* Local service to employment sites on the west side of Wilsonville

*Secondary Purpose:* Enhance regional connectivity by linking with TriMet, Commuter Rail, and other SMART routes.

The existing Route 203 provides an important link between TriMet's Route 96 and employment sites on the west side of Wilsonville. With the advent of commuter rail, this route will provide even greater access to jobs on the west side of Wilsonville.

In the short term, Route 203 will be extended to offer service to Coffee Creek Correctional Facility (CCCF). A large percentage of CCCF employees live outside of the Wilsonville area, but have no practical alternatives to commuting via automobile. Individual requests and SMART survey results indicate that there is a demand for transit service to CCCF.

Future annexation of industrial lands will require new service or extension of existing routes on the northwest side of Wilsonville near Coffee Creek. An extension of Route 203 is planned to serve the Coffee Creek I area in approximately 2016, depending on the progress of development. Further development of the Coffee Creek II area and land north of Wilsonville may require additional frequency or service to meet demand. See Map 5 on page 18.

### **Route 204 – Crosstown Shuttle**

*Primary Purpose:* Local service to link residential areas on the east and west sides of Wilsonville with Town Center, the Wilsonville Library, schools and parks.

*Secondary Purpose:* Connect to other SMART routes and commuter rail.

Route 204 Crosstown will continue to provide crosstown service, but will also serve an important role in connecting residents with commuter rail and transfers to intercity service (1X Salem, 205 Canby, and 201 Barbur Boulevard) at the commuter rail station. Passengers arriving on intercity service will be able to use Route 204 to travel to jobs in Town Center.

A proposed change in Route 204 will extend on the east side to accommodate additional growth, including development in the Frog Pond area. Service to Frog Pond will be added in approximately 2017. Frog Pond will also be served by Route 206.

### **Route 205 – Canby**

*Primary Purpose:* Commuting service between Canby and Wilsonville.

*Secondary Purpose:* Enhance regional connectivity by connecting SMART routes and commuter rail with CAT and SCTD (Molalla).

The 205 Canby service will connect passengers with commuter rail during peak hours and allow for connections to other local and intercity bus routes. During peak hours, the 205 Canby service will provide hourly service to the commuter rail station.

Currently, there are only two bus stops in Charbonneau. For many people who live on the east side of Charbonneau, this is impractical, especially since there is no parking available at the bus stop at Springridge. At the Master Plan Open House event, feedback from Charbonneau residents was in favor of adding a stop at Charbonneau Village Center and near the eastern entrance to Charbonneau. Route 205, connecting Canby and Wilsonville, would continue to serve Charbonneau, but would eventually make a loop around French Prairie Drive (see Map 7 on page 21). There has been some business resistance to extended service; however, Charbonneau board members are currently considering designating Park & Ride spaces in the Charbonneau commercial center. Service could be extended at any time. The estimated date for service expansion is 2010.

### **Route 206 – Canyon Creek**

*Primary Purpose:* Local service to connect Villebois and commuter rail with employment, shopping, and residential areas on the east side of Wilsonville.

*Secondary Purpose:* Connect to other SMART routes.

Route 206 will help provide a fast, efficient connection between commuter rail and employment sites in the northeast quadrant of Wilsonville. It will also offer a convenient connection to outbound commuter rail for residents in the Canyon Creek area of Wilsonville. The proposed Route 206 would offer hourly service connecting Villebois and commuter rail with recent and planned development along Canyon Creek North as well as employment sites such as Mentor Graphics, Xerox, Sysco, and Argyle Square (see Map 8 on page 22). Service will run half-hourly during peak periods. Route 206 will provide direct service to the planned school site at Villebois. This route would start service in 2011 (see Map 9 on page 23).

Future residential development in the Frog Pond area could add an additional 1,200 housing units. Route 206 is tentatively scheduled to serve this area in 2013, depending on the progress of development.

## **Route 1X – Salem**

*Primary Purpose:* Provide express commuting service between Salem and Wilsonville.

*Secondary Purposes:* Commuting service between Woodburn and Wilsonville. Enhance regional connectivity by connecting with Cherriots routes in Salem.

Once ODOT completes construction of an interchange and Park & Ride lot on I-5 at Woodburn, SMART will stop in Woodburn and pick up passengers there with almost no delay. It is likely that this service would be provided as part of the existing 1X route between Salem and Wilsonville, beginning after the Woodburn Park & Ride facility is completed (see Map 10 on page 24).

## **Sherwood, Newberg, and Other Communities**

The area around Wilsonville is growing rapidly, and an increasing number of residents from cities such as Sherwood, Newberg, West Linn, or Oregon City work in Wilsonville. The zip code survey suggests that roughly 885 of Wilsonville employees live in these communities. Service to these areas is contingent upon completion of the availability of routes that allow efficient service that is competitive with the automobile. However, in the interim, these areas are good candidates for vanpools or carpools.

## **Vanpools**

Vanpools can serve as a cost-effective alternative to providing new fixed-route service in some locations. Vanpools are a good choice for groups of 8 to 15 employees who share a similar commute. Riders generally meet in a specific common location, such as a Park & Ride lot, and drive to the worksite. Vanpools are typically organized in the destination location, where a concentration of employees with common destinations makes vanpool formation most practical.

Vanpools are most likely to be a practical cost-saving option if the one-way commute is at least 15-20 miles; however, vanpools for shorter distances can also be viable where the commute is difficult or congested. A vanpool used as a shuttle between commuter rail and a worksite also has high potential, but would be organized somewhat differently than a conventional vanpool. This option is described in more detail later in this chapter. Generally, commuters share the costs of the vanpool and the vanpool driver is allowed to ride for free and often allowed some personal use of the van on weekends. Nevertheless, finding volunteer drivers for a vanpool is often the biggest obstacle to forming a vanpool.

Another obstacle to forming vanpools is designating an appropriate pick-up location. If passengers have to drive five miles to park and board a vanpool, they may be inclined to just drive the entire distance. It can also be difficult to find a location where all of the vanpoolers can park their cars for the day. On the other hand, it is generally impractical to pick up each passenger at home. A practical compromise can be achieved by designating 2-5 pick-up locations, allowing passengers to travel to whichever location is closest. This arrangement can also accommodate

passengers who do not have access to an automobile.

The TMP project team identified several target destinations for vanpools based on the following criteria:

1. There is a sufficient concentration of employees in Wilsonville from the specific home origin to make a vanpool viable. Considering differences in schedules, work locations, and desire to join a vanpool, there should be at least 100 employees from the designated area.
2. The location is at least 15 miles from Wilsonville and/or driving conditions are unpleasant.
3. There is no direct fixed-route service from the location.
4. Direct fixed-route service is not planned for the near future.

Using zip code data provided by employers, the following locations were selected for potential vanpool formation:

- Sherwood/Newberg
- Oregon City/West Linn
- Hillsboro/Rock Creek
- Vancouver, Washington
- Gresham

The next steps to vanpool formation involve securing funding and setting up meetings at worksites to present vanpool options and identify potential riders and drivers. From there, the origin and destination locations can be mapped to determine potential pickup and drop-off points. These steps are also included in the implementation measures of Chapter 3. The potential for vanpooling is very high in Wilsonville in part because of the concentration of large employment sites.

Vanpools are operated in a variety of ways, with both privately and publicly owned vans. The most likely scenario for Wilsonville vanpools is that SMART would apply for funding to subsidize the vanpool. Metro will be administering funds for regional vanpools, previously administered by TriMet, making SMART eligible for start-up subsidy funds. Funding could become available as soon as late 2006. Final selection of the vanpools would depend on demonstrated interest from potential riders and available funds.

The vanpool itself would be provided by a private company, such as Zipcar (formerly FlexCar), VPSI, or Enterprise. Typically, the cost of the van includes a mileage allowance, insurance, maintenance, and roadside assistance. Some even provide an emergency ride home program. Without subsidies, a 15-passenger vanpool from Vancouver to Wilsonville (approximately 25 miles each way) would cost approximately \$115 monthly per passenger with the driver riding for free. A subsidy would reduce the fare to approximately \$85. The fixed cost for the van represents a large percentage of the total cost, so a vanpool from Newberg/Sherwood (14 miles each way) would still cost approximately \$100 per passenger before subsidies.

Employers could also subsidize their employees' fares. Currently, tax laws allow an employer to contribute up to \$110 monthly per employee in benefits to commute by vanpool. This amount is tax-free for the employee and a business deduction for the employer. In the event that the employer does not wish to subsidize the employee's vanpool fare, the employee can still have a maximum of \$110 per month withheld from their pay as a pre-tax benefit. Direct payment and pre-tax deduction can also be combined in any proportion, up to a combined maximum of \$110.

SMART would also play a role in helping to form the vanpools, assisting in vanpool administration, and promoting the vanpool to attract new riders. Initially, SMART Options staff would contact employers to set up meetings and invite interested employees from target locations. SMART would map home locations and set up potential pick-up locations in order to facilitate formation of a vanpool.

Although this is the most likely scenario for vanpool formation in Wilsonville, there are a number of other options. For instance, an individual employer could apply for a Business Energy Tax Credit (BETC), which would provide a credit for 35% of the cost of the van. SMART could still provide the administrative assistance for such a vanpool as described above. See Appendix C for a description of a conceptual vanpool model.

## **Commuter Rail Vanpool Shuttle**

Vanpool shuttles between the commuter rail station in Wilsonville and large employment sites could provide a practical alternative to



fixed-route service or an interim solution until service is implemented. The arrangement between Zipcar (formerly Flexcar) FlexCar and Norm Thompson is a good example of a program that could work well in Wilsonville. Flexcar Zipcar ~~provided~~ provides Norm Thompson Outfitters with a Honda Odyssey minivan at the Orenco Station MAX stop. During commute hours, the van is driven by an employee and used to shuttle employees between the MAX Station and Norm Thompson headquarters. During the day, the van is parked at Norm Thompson for use by employees to run errands or provide transportation during lunch. After 7 p.m. and on weekends, the van is parked at the station and is available for Flexcar Zipcar users to rent.

A neighborhood Zipcar program could also work well in developing neighborhoods such as Villebois until fixed route transit is a viable option. More information on vanpool shuttles can be found in Appendix C - TDM Methods.

## Conclusion

SMART could provide a partial subsidy for the vanpool through grant funding, with the employer providing an employee to do the driving. Grant funding and State credits are available to help offset vanpool setup costs. Carpools can also be an effective option, particularly for commutes that are not long enough to make a vanpool cost effective. The SMART Options program works with employers to help set up carpool and other programs at worksites. Implementation measures related to SMART Options are reviewing v Vanpool shuttles as well as other innovative options (shared ride taxi; traditional car-sharing, etc.) as a way to deal with the growing mobility needs of employers and residents alike. Implementation measures related to mobility innovations ~~are detailed~~ are detailed in Chapter 3- Plan Implementation Measures.

# 4. Funding Resources

## Overview of SMART Funding Sources

SMART receives revenue from a variety of sources that include federal, state, and local funding. A total of twelve different programs currently or historically have provided revenue for SMART's operations, capital expenditures, Transportation Demand Management program, and transportation planning efforts. ~~This combination of resources is budgeted to provide a total of \$1,177,880 or 32% of SMART's annual budget in fiscal year 2008 for SMART.~~ Not all funding sources can be used for all types of SMART's expenditures. Following are descriptions of the various programs, their source, and limitations on their use.

## Funding Sources

### Federal Programs

All federal funds received by SMART are subject to the policies and regulations of the Federal Transit Administration (FTA). There are seven federal funding programs that either directly or indirectly come to SMART to support regular operations and capital purchases.

FTA Section 5307 Urbanized Formula Funds are distributed by formula to urbanized areas with a population greater than 50,000. The program divides urbanized areas into two primary categories that are determined by the size of the metropolitan area where the transit property is located:

1. Small urbanized areas are considered to be greater than 50,000 but less than 200,000 in population.
2. Large urbanized areas with a population above 200,000.

The funds may be used for operations, capital expenditures, and some planning activities in small urbanized areas. For large urbanized areas, these funds may only be used for capital expenditures as defined by the FTA. This funding source is expected to grow at a moderately steady rate as it is a formula based program that

serves a wide number of agencies across the country.

FTA Section 5309 Bus and Bus Facility Earmark program funds are distributed through a competitive Congressional earmarking process. These funds can be used only for the purchase of rolling stock or the construction of transit facilities that support transit bus operations. These funds are allocated on an annual basis through a highly competitive process. Future awards are dependent on the earmarking process and the strength of other project proposals competing against SMART's requests for funding.

FTA Section 5310 Elderly and Disabled Capital program funds are managed by the Oregon Department of Transportation (ODOT). These funds may be used to make purchases of capital equipment or construction of small facilities. The expenditures must be used to support transportation services for seniors and persons with disabilities. The funds are provided through a competitive grant program administered by ODOT on a biennial cycle. Although the grants come from ODOT, they are FTA funds and follow all federal requirements associated with the program. Projects funded with this program are intermittent and on an as needed basis. Federal support of this program is strong and it will remain a vital resource for some of SMART's capital replacement needs.

FTA Section 5311 Small City and Rural Program funds are also managed by ODOT and are allocated on an annual basis by formula. These funds may be used to support operations, capital purchases, and planning activities for general public transit systems providing service in non-urbanized cities with less than 50,000 people and in rural areas. In the past five years, SMART has received approximately \$461,000 from this source. Prior to the 2000 US Census, the City of Wilsonville was not included in the Portland urbanized area and therefore qualified for these funds. The City of Wilsonville was added to the Portland urbanized area, and after a transition period ending in 2002, SMART was moved from this program to the FTA Section 5307 program. The resulting difference is that SMART now receives a higher annual amount under the

5307 program, but it is only allowed to be used for FTA defined capital expenditures.

FTA Section 3037 Job Access and Reverse Commute (JARC) funds are allocated to TriMet for the Portland, Oregon urbanized area. These funds are used to provide assistance to transit providers, enabling them to enhance their system to better serve entry level worker's commuting needs. This is especially targeted to provide reverse commuting—commuting from inner-city neighborhoods to suburbs—where a higher number of manufacturing, warehouse/distribution, or hospitality industry jobs are available. In the past, funds for this program were allocated using a Congressional Earmark process. As a result of changes brought about by SAFETEA-LU, funds in this program are now allocated by a formula process. This has resulted in SMART's allocation of JARC funds being reduced from approximately \$225,000 per year to approximately \$5,000 per year.

These first five programs are direct sources of funding that come from FTA programs either directly to SMART or through ODOT to SMART. Two additional sources of federal funds also are available to SMART and provide funding for programs or specific projects: the Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ).

The STP source of revenue is Federal Highway Administration (FHWA) funds that can be transferred into other U.S. Department of Transportation (USDOT) programs. Once the funds have been transferred, they take on the same program requirements and then become the program into which they were transferred. In Oregon, the Oregon Department of Transportation (ODOT) transfers these funds, either at their discretion or in accordance with a legislative directive. One such directive is a five million dollar transfer of these funds into the FTA Section 5310 Elderly and Disabled Capital program on an annual basis. Remaining projects funded with STP funds transferred to FTA programs must compete with other transportation projects such as road maintenance, bridge repair, safety enhancements to roadways, and bicycle / pedestrian improvements.

Similarly, CMAQ funds are transferred to other USDOT programs that fund projects that result in a reduction of air pollution or assist in relieving

congestion. The funds are only available in urbanized areas that fall outside of air quality standards set by the U.S. Environmental Protection Agency (EPA). In the Portland, Oregon urbanized area these funds are administered by Metro, the regional metropolitan planning organization (MPO). SMART has used these funds to purchase land for the development of a multi-modal transit center and to support its transportation demand management (TDM) program.

## **State Programs**

There are two sources of funding that are available through the State of Oregon: the Special Transportation Fund (STF), administered by ODOT; and the Business Energy Tax Credit (BETC) program, administered by the Oregon Department of Energy (ODOE).

The STF program is a program funded by a combination of cigarette tax, non-highway use portion of gas tax, and fees for personal identification cards issued by the Driver and Motor Vehicle Division (DMV) of ODOT. These funds may be used to support operations, capital purchases, and planning for services that provide transportation to seniors and persons with disabilities. These funds are distributed through a combination of formulas and competitive grants. The formula takes approximately 75% of the annual fund and distributes it by a population-based formula to a designated STF agency. TriMet is the designated agency for SMART and is responsible for conducting a competitive process to determine the allocation of the funds to projects within their designated area. This program has strong legislative support and is likely to provide a steady level of support for senior and disabled transportation funding in the future. In 2006, SMART received \$95,000 in STF funds.

The Business Energy Tax Credit (BETC) program is a tax credit program for private businesses administered by the ODOE. This program is currently going through an Administrative Rule revision that may impact future opportunities for SMART funding from BETC. The program is based on a tax credit program to businesses that engage in practices or support programs that save energy. The opportunity for public agencies comes in a mechanism in the program that allows private businesses to pass through a portion of their tax credit to a public agency that is involved in saving energy. Public transportation is viewed

as conserving energy in that it reduces the number of trips made by single occupant vehicles. SMART received just under \$600,000 from this program in Fall 2005. However, future availability of funding from this program is subject to the availability of a business pass-through partner and the Oregon Legislatures continuation of the program.

### Local Programs

Local SMART revenue is generated from one primary source with two smaller supplemental sources.

The primary source is a local payroll tax. The rate that has been in place from 1990 to 2006 was 0.3%. In 2006, the rate was raised to 0.33% and in fiscal year 2007 generated \$2,544,000 in revenue for the SMART. These funds are used to fund operations and leverage funding from federal and state grants. Table 3 shows the amount of payroll tax revenue received by SMART from fiscal year 1992 to 2007 and the percentage of gain or loss from the previous year.

**Table 3. SMART Payroll Tax Revenue, 1992 – 2007**

Fiscal Year	Payroll Tax Revenue	Percent of Change
1991-1992	\$ 836,214.00	
1992-1993	\$ 918,014.00	9.8
1993-1994	\$ 985,117.00	7.3
1994-1995	\$ 1,148,649.00	16.6
1995-1996	\$ 1,248,396.00	8.7
1996-1997	\$ 1,361,647.00	9.1
1997-1998	\$ 1,648,767.00	21.1
1998-1999	\$ 1,535,866.00	-6.8
1999-2000	\$ 1,714,716.00	11.6
2000-2001	\$ 1,830,887.00	6.8
2001-2002	\$ 1,874,554.00	2.4
2002-2003	\$ 1,924,184.00	2.6
2003-2004	\$ 2,105,301.00	9.4
2004-2005	\$ 2,082,524.00	-1.1
2005-2006	\$ 2,233,915.00	7.3
2006-2007	\$ 2,544,000.00	13.8
	Annual Average	7.9

The other two sources of revenue are small in comparison. The first is proceeds from the sale of

surplus property, which amounts to less than \$10,000 per year. The second started in September 2005, with farebox revenue from the Salem to Wilsonville route that generates approximately \$60,000 annually. This was followed by the addition of fares for all services outside of Wilsonville that generate approximately an additional \$1,200,000 annually. These revenues are placed back into the SMART general fund to provide revenue for capital purchases or operating support.

### Expenditures

SMART has strategically accumulated and used reserves as matching funds for federal and state grants to finance capital expenses, including facilities and rolling-stock (buses). Over the past decade, SMART has successfully competed for and acquired over \$10 million in federal and state grants. Reserves have been depleted to build the commuter rail station and additional revenue is needed for SMART to build reserves to fund future capital needs. The City will continue to actively seek grant funds from both state and federal agencies.

SMART's operating expenses are anticipated to increase by an annual average of approximately 5% over the next 20 years while maintaining the current service levels. The most volatile components of SMART's expenses are fuel, health insurance costs, and PERS related benefits.

SMART's operating statement from 1998 – 2019 is reflected in Table 4:

Table 4

Prior Decade, 1998-2008: 11-Year SMART Operating Statement											
	FYE 1998	FYE 1999	FYE 2000	FYE 2001	FYE 2002	FYE 2003	FYE 2004	FYE 2005	FYE 2006	FYE 2007	FYE 2008
<b>INCOME</b>											
Transit tax	1,648,767	1,535,866	1,714,716	1,830,887	1,874,551	1,924,184	2,105,301	2,082,526	2,233,915	2,543,969	2,740,000
Grants	700,489	104,464	229,811	249,943	863,747	565,844	452,495	855,942	649,409	894,040	516,367
Fares	2,904	2,356	5,126	3,302	2,210	2,558	1,848	1,346	33,860	126,820	123,215
Interest and other	29,431	48,199	36,939	24,222	20,361	23,290	34,326	27,617	43,351	117,236	97,000
<b>Total Income</b>	<b>2,381,591</b>	<b>1,690,885</b>	<b>1,986,592</b>	<b>2,108,354</b>	<b>2,760,869</b>	<b>2,515,876</b>	<b>2,593,970</b>	<b>2,967,431</b>	<b>2,960,535</b>	<b>3,682,065</b>	<b>3,476,582</b>
<b>EXPENSES</b>											
Total operations	2,353,996	1,707,059	1,869,967	1,904,619	2,799,511	2,143,348	2,275,510	2,648,461	2,737,843	3,219,890	3,112,260
New Services								309,084		68,342	912,002
Buildings/Park&Ride											
<b>Total Expenses</b>	<b>2,353,996</b>	<b>1,707,059</b>	<b>1,869,967</b>	<b>1,904,619</b>	<b>2,799,511</b>	<b>2,143,348</b>	<b>2,275,510</b>	<b>2,957,545</b>	<b>2,737,843</b>	<b>3,288,232</b>	<b>4,024,262</b>
<b>Excess (Deficit)</b>	<b>27,595</b>	<b>(16,174)</b>	<b>96,625</b>	<b>203,735</b>	<b>(38,642)</b>	<b>372,528</b>	<b>318,460</b>	<b>9,886</b>	<b>222,692</b>	<b>393,833</b>	<b>(547,680)</b>

Next Decade, 2009-2019: 11-Year SMART Operating Statement											
	FYE 2009	FYE 2010	FYE 2011	FYE 2012	FYE 2013	FYE 2014	FYE 2015	FYE 2016	FYE 2017	FYE 2018	FYE 2019
<b>INCOME</b>											
Transit tax	3,932,640	4,630,500	4,862,025	5,105,126	5,360,383	5,628,402	5,909,822	6,146,215	6,392,063	6,647,746	6,913,656
Grants	809,160	479,436	833,217	724,921	982,696	550,707	965,129	890,152	1,049,982	900,840	706,965
Fares	152,800	238,752	263,580	283,560	311,640	331,620	354,600	374,580	450,240	470,280	490,320
Interest and other	111,600										
<b>Total Income</b>	<b>5,006,200</b>	<b>5,348,688</b>	<b>5,958,822</b>	<b>6,113,607</b>	<b>6,654,719</b>	<b>6,510,729</b>	<b>7,229,551</b>	<b>7,410,947</b>	<b>7,892,285</b>	<b>8,018,866</b>	<b>8,110,941</b>
<b>EXPENSES</b>											
Total operations	4,130,804	3,605,879	4,218,741	4,263,733	4,776,611	4,438,153	5,169,206	5,335,814	5,812,951	5,922,095	5,994,647
New Services	694,530	709,691	725,403	741,684	758,551	850,023	818,600	858,864	901,078	945,334	991,726
Buildings/Park&Ride	958,079										
<b>Total Expenses</b>	<b>5,783,413</b>	<b>4,315,570</b>	<b>4,944,144</b>	<b>5,005,417</b>	<b>5,535,162</b>	<b>5,288,176</b>	<b>5,987,806</b>	<b>6,194,678</b>	<b>6,714,059</b>	<b>6,867,429</b>	<b>6,986,373</b>
<b>Excess (Deficit)</b>	<b>(777,213)</b>	<b>1,033,118</b>	<b>1,014,678</b>	<b>1,108,191</b>	<b>1,119,557</b>	<b>1,222,552</b>	<b>1,241,745</b>	<b>1,216,269</b>	<b>1,178,226</b>	<b>1,151,437</b>	<b>1,124,567</b>

Source: Transit master plan, revenues exclude BETC

## Service Increases and Revenue Needs

SMART anticipates future increases in expenses associated with changes to existing service or the addition on new routes, such as extending Route 201 into downtown Portland. These changes are due to growth in the area in both housing and commercial development. Three key developments that impact this growth are: the Washington County Commuter Rail that is slated to begin revenue service to Wilsonville in the fall of 2008; the development of over 800 acres of industrial lands set aside for development over the next 20 years; and the completion of Villebois, an urban village housing development that is anticipated to add approximately 7,000 new residents to Wilsonville. Each of these will result in a major increase on the demand for transit service in Wilsonville. A summary of the increase in total expenses is included in Table 6 on page 62.

Following are detailed descriptions of the proposed new routes serving the Washington

County Commuter Rail, Villebois, and the extension into Portland.

### Priority Phase 1: Washington County Commuter Rail Related Services and Expenses

All current SMART routes will be changed to coordinate with the Washington County Commuter Rail and provide more efficient transfers between routes. The proposed changes will alter all routes so that they begin and end at the Washington County Commuter Rail Station, and will add necessary buses and drivers needed to maintain scheduled connections that are integral parts of SMART's existing service. At this time, Wilsonville will also begin paying TriMet for its share of commuter rail operating expenses.

These changes and anticipated additional estimated annual operating expenses are explained below.

These changes will result in additional estimated annual operating expenses of approximately **\$575,000** starting in 2009.

#### *Route 206 Phase 1 - New Employer Shuttle*

Route 206 would connect to the main eastside employment areas via Boeckman Road and Canyon Creek North, serving Mentor Graphics, Xerox, Sysco, and Argyle Square. Hours would be from 5:40 am - 10:00 am and 3:00 pm - 7:30 pm Monday through Friday, with half hour service during commute hours only. The estimated annual operating costs will be approximately **\$130,000** starting in 2009.

Route 1X providing service from Salem to Wilsonville will need the addition of another trip in the morning to accommodate additional demands on this route. Primary commute trips are currently at or near capacity and need room for expansion of capacity. The estimated operating cost for this additional run is **\$70,000** starting in 2009.

In addition to the new or expanded bus routes, SMART will be paying an annual share in the operating costs of the Washington County Commuter Rail. The first five years are capped at \$300,000 per year with an adjustment based on the Portland, Oregon CPI-U for all subsequent years. The total initial annual cost of this additional service is **\$300,000**.

#### **Priority Phase 2: Route 201-Downtown Portland Extension**

This service would extend Route 201 from the Barbur Boulevard Transit Center in southwest Portland into downtown Portland via Barbur Boulevard serving Portland State University, with connections to TriMet MAX light rail and buses, and Portland streetcars.

Service hours would also be extended, with service starting in the morning from downtown Portland at 5:00 am (from the current 6:20 am from Barbur Boulevard) and extending into the evening hours with the last bus leaving downtown at 7:41 pm (currently the last bus leaves Barbur Blvd. at 7:11 pm). This expansion would be Monday through Friday only. The estimated annual operating cost for this expansion is approximately **\$405,000** starting in 2010.

### **Phase 3 – Service Expansion to New Development**

#### **Priority 3: Expansions**

##### *Route 202 - New Villebois Route*

This new route would serve the first phase of Villebois to Town Center. Initially, the service may be provided on Brown Road, pending completion of the Barber Street extension. Route 202 will serve the commuter rail station and Memorial Drive. Hours would be from 6:00 am to 7:30 pm Monday through Friday with half hourly service during peaks; hourly during base periods. The estimated annual operating cost is approximately **\$365,000** starting in 2011.

Villebois route would be expanded to hourly Saturday service from 8:30am to 5:30 pm—This service would begin in 2013. The estimated annual operating Saturday costs will be approximately **\$33,000**.

##### *Route 206 Phase 2 - North Villebois Service*

Route 206 would serve the subsequent expansion at Villebois when the north end of the development is completed. Hours would be from 6:00 am to 7:30 pm Monday through Friday, with half hour service during peaks; hourly during base periods. The estimated annual operating costs will be **\$207,000** starting in 2017.

### **Capital Projects**

For the duration of this plan, ~~there is one~~ major capital projects include: the commuter rail station with park and ride which is scheduled for completion in the fall of 2008; a fleet maintenance facility, administration offices, and upgrading SMART's bus fleet.

- **Commuter Rail Station and Park and Ride (Underway):** This project is near completion and was largely funded with federal and state grants. This project includes the construction of 400 parking spaces in phase one and a total of approximately 650 parking spaces at the completion of phase two (phase two will be completed by TriMet when demand merits the expansion). The parking includes designated areas for disabled permit parking, van-pools / car pools, a short-term "kiss and ride" area, and general parking. Traffic from

the Park and Ride will be separated from bus traffic.

- **SMART Multi-Modal Transit Center** will be the new hub for all SMART routes and is designed with 12 bus bays (two for lay-over) and includes passenger shelters at each bus bay, driver breakroom, public restrooms, platform lighting, trash receptacles, directional and route identification signage, and an illuminated flag pole in the center of the bus turnaround.
- A plaza area between the Transit Center and the Commuter Rail Platform is designed to allow convenient pedestrian travel between various modes of travel. The plaza area includes bicycle lockers, an art pad, and information kiosks.
- The Commuter Rail Station will provide level boarding for passengers, canopy shelter, benches, TriMet fare vending machine, and platform lighting (TriMet portion of the project only). The commuter rail maintenance facility will be constructed on the east side of the rail alignment.
- **Fleet Maintenance Facility and Administrative Offices;** The City of Wilsonville purchased land adjacent to TriMet's rail maintenance facility for \$2.7 million with 68% funded by grant dollars.

The current SMART facilities are inadequate to meet the needs over the next twenty years. By the end of 2008, SMART administration and fleet staff will be co-located at 8455 SW Elligsen Road. This facility was recently sold by the City of Wilsonville to Tualatin Valley Fire District for \$1.5 million. SMART will need to relocate by 2013.

A new facility will be built on the land adjacent to TriMet's rail maintenance facility. This project will fall into the five to fifteen year window of the Transit Master Plan and may be phased as funding is available. The proceeds from the building sale will be placed in reserve to be used as match or to contribute to the cost of constructing a new facility.

A comprehensive facilities master plan will be developed to identify the cost and feasibility of building a fleet maintenance facility that

includes both administrative offices for SMART and also serves as a joint facility with public works, or if a joint facility is not feasible than the cost of building two facilities; one for bus maintenance and one for SMART administration

- Up-Grade SMART's Bus Fleet: In order to improve SMART's operations in terms of fuel efficiency and maintenance, SMART intends to upgrade and replace older buses. Nearly one-third of SMART's bus fleet is older than 10 years and four of SMART coaches are over 26 years old costing more to operate and maintain. Fuel prices are skyrocketing with no end in sight. Investing in a 21<sup>st</sup> century fleet is critical to SMART's long term success.

~~.For the duration of this plan, there is one major capital projects with two parts identified: the SMART Multi-Modal Transit Center and the Fleet Services Building.~~

#### ~~SMART Multi-Modal Transit and Fleet Maintenance Facility~~

~~The Multi-Modal Transit Center and Fleet Services Building is a project that is being designed in conjunction with the Washington County Commuter Rail Wilsonville station project managed by TriMet. This project has multiple phases and at full development will have the following components:~~

~~Park and Ride facilities with 400 parking spaces in phase one and a total of approximately 650 parking spaces at the completion of phase two (phase two will be completed by TriMet when demand merits the expansion). The parking includes designated areas for disabled permit parking, van-pools / car-pools, a short term "kiss and ride" area, and general parking. Traffic from the Park and Ride will be separated from bus traffic.~~

~~The Transit Center will be designed with 12 bus bays (two for lay-over) and will include passenger shelters at each bus bay, platform lighting, trash receptacles, directional and route identification signage, and an illuminated flag pole in the center of the bus turnaround.~~

~~A plaza area between the Transit Center and the Commuter Rail Platform designed to allow convenient pedestrian travel between various modes of travel. The plaza area will include bicycle lockers and racks, information kiosks, a~~

SMART Administrative building with driver's break room, an art pad, and public restrooms. A Commuter Rail Station that provides level boarding for passengers, canopy shelter, benches, TriMet fare vending machine, and platform lighting (TriMet portion of the project only). The commuter rail maintenance facility will be constructed on the east side of the rail alignment.

The rail maintenance facility (TriMet portion of the project only) will be located adjacent to the rail alignment. • On the eastern portion of the property where the rail maintenance facility will be constructed, the City of Wilsonville will construct a fleet maintenance and Public Works facility. This project will fall into the five to fifteen year window of the Transit Master Plan and may be phased as funding is available. This facility will have parking for the City's Transit, Public Works, and Community Development fleets. Fleet Services and Public Works offices, as well as storage for Public Works equipment, will be included in this facility.

The total cost for the Transit portion of this project, including value of property purchased by the City of Wilsonville, is estimated to be approximately \$12,400,000.

Funding for these projects will be paid out of congressional earmark funds, state transportation funds, and local reserves earmarked for these projects

## Projected Costs vs. Revenues - Closing the Gap

Anticipated revenues vs. expenses for operations and vehicle replacements over the next 20 years are shown in Table 6. These amounts reflect a base of an approximate average of 5% growth in expenses each year, based on the current service levels plus the recommended changes identified in this plan. The revenue growth in the table below is based on an average of approximately 5% per year.

**Table 6. Anticipated Revenues and Expenses, 2007 – 2026**

<u>Year</u>	<u>Revenue</u>	<u>Expense</u>
<u>2007</u>	<u>\$3,682,000</u>	<u>\$3,288,000</u>
<u>2008</u>	<u>\$3,477,000</u>	<u>\$4,024,000</u>
<u>2009</u>	<u>\$5,007,000</u>	<u>\$4,825,000</u>
<u>2010</u>	<u>\$5,349,000</u>	<u>\$3,606,000</u>
<u>2011</u>	<u>\$5,959,000</u>	<u>\$4,219,000</u>
<u>2012</u>	<u>\$6,114,000</u>	<u>\$4,264,000</u>
<u>2013</u>	<u>\$6,655,000</u>	<u>\$4,777,000</u>
<u>2014</u>	<u>\$6,511,000</u>	<u>\$4,438,000</u>
<u>2015</u>	<u>\$7,230,000</u>	<u>\$5,169,000</u>
<u>2016</u>	<u>\$7,411,000</u>	<u>\$5,336,000</u>
<u>2017</u>	<u>\$7,892,000</u>	<u>\$5,813,000</u>
<u>2018</u>	<u>\$8,019,000</u>	<u>\$5,922,000</u>
<u>2019</u>	<u>\$8,111,000</u>	<u>\$5,995,000</u>
<u>2020</u>	<u>\$8,585,000</u>	<u>\$6,512,000</u>
<u>2021</u>	<u>\$8,835,000</u>	<u>\$6,817,000</u>
<u>2022</u>	<u>\$9,312,000</u>	<u>\$7,419,000</u>
<u>2023</u>	<u>\$9,894,000</u>	<u>\$8,043,000</u>
<u>2024</u>	<u>\$10,444,000</u>	<u>\$8,759,000</u>
<u>2025</u>	<u>\$10,925,000</u>	<u>\$9,399,000</u>
<u>2026</u>	<u>\$11,460,000</u>	<u>\$10,122,000</u>

Note: Revenues include tax at .50%, federal grants and fares. Expenses include operations, administration, vehicle replacement and Phase 1 enhancements. Expenses do not include Phase 2 or 3 nor cost of capital expansion or related debt service and increased building maintenance costs.

<u>Year</u>	<u>Revenue</u>	<u>Expense</u>
<u>2007</u>	<u>\$3,682,000</u>	<u>\$3,288,000</u>
<u>2008</u>	<u>\$3,477,000</u>	<u>\$4,024,000</u>
<u>2009</u>	<u>\$5,007,000</u>	<u>\$5,783,000</u>
<u>2010</u>	<u>\$5,349,000</u>	<u>\$4,316,000</u>
<u>2011</u>	<u>\$5,959,000</u>	<u>\$4,944,000</u>

<u>2012</u>	<u>\$6,114,000</u>	<u>\$5,005,000</u>
<u>2013</u>	<u>\$6,655,000</u>	<u>\$5,535,000</u>
<u>2014</u>	<u>\$6,511,000</u>	<u>\$5,288,000</u>
<u>2015</u>	<u>\$7,230,000</u>	<u>\$5,988,000</u>
<u>2016</u>	<u>\$7,411,000</u>	<u>\$6,195,000</u>
<u>2017</u>	<u>\$7,892,000</u>	<u>\$6,714,000</u>
<u>2018</u>	<u>\$8,019,000</u>	<u>\$6,867,000</u>
<u>2019</u>	<u>\$8,111,000</u>	<u>\$6,986,000</u>
<u>2020</u>	<u>\$8,585,000</u>	<u>\$7,600,000</u>
<u>2021</u>	<u>\$8,835,000</u>	<u>\$7,908,000</u>
<u>2022</u>	<u>\$9,312,000</u>	<u>\$8,564,000</u>
<u>2023</u>	<u>\$9,894,000</u>	<u>\$9,243,000</u>
<u>2024</u>	<u>\$10,444,000</u>	<u>\$10,018,000</u>
<u>2025</u>	<u>\$10,925,000</u>	<u>\$10,720,000</u>
<u>2026</u>	<u>\$11,460,000</u>	<u>\$11,507,000</u>

Note: Revenues include tax at .50%, federal grants and fares. Expenses include operations, administration, vehicle replacement and Phase 1 enhancements. Expenses do not include Phase 2 or 3 nor cost of capital expansion or related debt service and increased building maintenance costs.

\* Note: Columns include operations and vehicle replacement revenues and expenses, as well as capital improvement projects identified in Table 5.

## Additional Revenue Sources

The current availability of new grant sources is fairly limited to one state funded program and one federally funded program. The state program is associated with the Connect Oregon bill that was approved in the 2005 Legislative session. This bill provided \$100 million in lottery backed funds for transportation projects throughout the state. Public transportation was allocated a portion of these funds. The distribution of funds and project selection for Connect Oregon II is still under development.

The new source of federal funds comes with the most recent transportation bill passed by the U.S. Congress (SAFETEA-LU), which establishes a new program of formula-based transit grants, the FTA Section 5317 New Freedom Program. This is part of a larger, government-wide "New Freedom Initiative" that

President Bush has been promoting since his first presidential campaign. Formally established in 2001 through Presidential Executive Order, the New Freedom Initiative is a means to integrate persons with disabilities into the workforce, and into daily community life, through a variety of

strategies carried out by the federal departments of Labor, Health and Human Services, Housing and Urban Development, Education, Justice, Veterans Affairs, and—now—Transportation. For more information on the government-wide initiative and its related resources, go on-line to [www.disabilityinfo.gov](http://www.disabilityinfo.gov).

The FTA Section 5317 transit program allocates money based on states' and urbanized areas' populations of persons with disabilities. Sixty percent of each year's FTA Section 5317 appropriation is distributed to the urban transit systems in areas with populations greater than 200,000. Twenty percent is distributed to the states for use in their urban areas with populations between 50,000 and 200,000, and the remaining twenty percent is distributed to the states for use in their rural areas. SAFETEA-LU guarantees the following levels of FTA Section 5317 New Freedom Transit funding for the whole country:

FY 2006, \$78.0 million  
FY 2007, \$81.0 million  
FY 2008, \$87.5 million  
FY 2009, \$92.5 million

States and large-urban transit systems receiving these FTA Section 5317 allocations are not to engage in New Freedom transit activities themselves. Instead, they are to carry out area wide competitive solicitations for local New Freedom projects. The eligible ~~subrecipients~~ subrecipients are units of state or local government, nonprofit organizations, and other operators of public transportation services. Starting in FY 2007, these projects, if they are to receive FTA Section 5317 funds, are to be selected through locally developed, coordinated public transit-human services transportation plans. This is the same type of process that SAFETEA-LU now requires of states and urbanized areas with regard to FTA Section 5316 Job Access and Reverse Commute grants, and for states' FTA Section 5310 elderly and disabilities transit grants.

FTA Section 5317 funds are to be used to provide public transportation services and alternatives above and beyond the baseline requirements of the Americans with Disabilities Act (ADA), especially to help persons with disabilities access jobs and employment-related services. These funds may be used for capital expenses (at an 80 percent federal share) or operating expenses (at a 50 percent federal share); the "non-federal" share may be derived from cash, service agreements with state, local or private social services organizations, or from other federal funding sources, including Temporary Assistance for Needy Families (TANF), that allow their funds to be expended on transportation activities. Thus far, there are no further pieces of guidance from the Federal Transit Administration (FTA) on the details of the New Freedom transit program. Some information is likely to be issued in conjunction with the FY 2006 annual apportionment of FTA formula grants, whenever that occurs, but most of the FTA guidance on this program is likely to be timed to help states and urban areas prepare for the FY 2007 program year.

### Increased Employment

Historically, SMART's payroll tax revenue has grown at an annual average of 7.5% over the last thirteen years. This growth is expected to continue for the next several years as existing businesses experience growth and new commercial developments in newly designated industrial lands in north Wilsonville. Once the available industrial land has been developed, the only increase will come through business growth

resulting in a slower, but steady level of payroll tax revenue increase.

### Fare Revenue

Revenue from fares is anticipated to continue to be a supplemental source of revenue that will serve to offset costs associated with providing service on particular routes. To keep up with rising fuel prices, an incremental fare increase policy linking an increase in fuel costs to an increase in fares may be a potential solution for SMART. Currently, SMART charges fares for all routes that travel outside of the City of Wilsonville. Projected annual fare revenue for these routes in 2007 is approximately \$150,000 from pass sales and cash fares. Even with anticipated increases, however, fares are projected to represent less than 7% of the total SMART budget. This is not unusual as fare revenues rarely represent more than 25% of a transit agency's overall operating budget.

**Payroll Tax Increase – Securing the Long-Term Funding Base for Transit**  
~~Revenue from fares is anticipated to continue to be a small supplemental source of revenue that will serve to help offset costs associated with providing service on particular routes. Currently, SMART charges fares for all routes that travel outside of the City of Wilsonville. Projected annual fare revenue for these routes in 2007 is approximately \$150,000 from pass sales and cash fares.~~

### Payroll Tax Increase

Even if SMART maintained current service levels, inflationary factors have outpaced additional payroll tax revenues generated by business growth in Wilsonville over the last 16 years.

This coupled with the the With this fact facing SMART's future, an increase in the payroll tax rate must be considered in order to maintain the current level of service. The only other alternative is to reduce service levels. Choosing this option will eventually lead to the City of Wilsonville no longer being able to provide its own transit service and reverting to a single route service being provided by TriMet at a much higher payroll tax rate. New service demands create a need for new routes and increased frequencies of service. This

is all at a price that will require an increase in the payroll tax rate that is above the level needed to maintain current service levels. However, even with all service levels proposed in the Transit Master Plan,

SMART will be able to provide a much higher level of service and enhance public transportation options in and around Wilsonville. Over the 20-year duration of the Transit Master Plan, the payroll tax rate will eventually need to rise to an estimated 0.5% to maintain status quo service levels and as high as an estimated 0.673% to implement all additional services proposed. The changes are proposed to be implemented in a way that minimizes the number of times the rate would increase over the 20-year period.

service enhancements and the City's commuter rail obligations and the associated service enhancements will necessitate an increase in revenues. While the City staff has reviewed a variety of revenue enhancing and cost cutting measures (e.g., fare increase, charging at the park and ride, implementing new development fees and reducing out of town route) the general conclusion is that only an increase in the payroll tax would be able to meet long-term funding needs.

The plan, therefore, proposed an increase in the payroll tax that would be phased in over a five year period.

The initial phase which would raise the payroll tax rate from 0.33% to 0.50% would generate approximately \$1.4 million in new revenues. Half of the increase would pay for Phase I services (e.g., commuter rail operations, the 10-minute plan, new route to eastside employers and new runs to Salem). The remaining half would be used to meet capital obligations with: \$270,000 to provide a dependable resource for fuel and repairs to the bus fleet (currently paid by a grant that is subject to elimination), \$200,000 for required cash match on grant funded bus purchases, \$200,000 for either debt service or cash match on constructing future SMART facilities, and \$100,000 required by City policy.

Phases II and III would require additional increases to the payroll tax rate. Phase II, extending the Barbur route to downtown Portland, is estimated to cost \$400,000 and would equate to a tax rate increase of 0.05% bringing the total rate to 0.55% in 2010 or 2011. Phase III,

extending service into Villebois, is estimated to cost \$600,000 and would equate to a tax increase of 0.07% bringing the total rate to 0.62% in 2011 or 2012.

However, at this point, only the Phase I payroll tax increase is currently proposed to be adopted by City Council. See below System Efficiencies.

## System Efficiencies

The Phase I payroll tax increase to support WES Commuter Rail and implement the associated capital and service improvements outlined in the TMP is proposed for current adoption. The initial increase will go into effect in October 2008. In addition to the tax increase, Staff will procure professional services from experts in the field of transit operations, fiscal management, and economics to conduct a further review of the existing and planned operations to identify additional opportunities for reducing costs and enhancing efficiencies. In particular, staff will focus the review on four key implementation measures in the plan:

1. Fare Policy and Fare Recovery Rates (Implementation Measure 4.7, page 44)  
"Charge fares for any intercity service. Evaluate fare levels on an annual basis with the objective of maximized revenue and minimized loss of ridership."
2. Routes & Route Frequencies (Implementation Measure 4.8, page 44)  
"Evaluate routes on an annual basis based on criteria such as ridership levels, overall cost, passenger boardings, and costs per passenger mile. Targeted marketing campaigns should be conducted for routes with performance levels below the norm. Service alternatives should be considered for routes which continue to perform below the norm."
3. Dial-A-Ride System and Ridership Policies (Implementation Measures 4.8 & 4.9 page 44)  
"Continue to provide demand-response service within the City of Wilsonville to help meet the demands of the transit-dependent population, with priority given to people with disabilities."

4. Rolling Stock Efficiencies and Alternative Fuels (Implementation Measure 5.108)  
"Research potential alternative fuels for transit vehicles, with a focus on environmental sustainability as well as cost efficiency. As new technologies mature and become readily available, evaluate their costs and benefits for SMART."

This system assessment is to be conducted and available for review by the City Council before the FY 09/10 budget is approved. The assessment will outline what, if any, system efficiencies can be achieved through policy changes, strategic capital investments, and -operational modifications. Further the review -will highlight the impact such adjustments could have on the need for future payroll tax rate increases.

## Conclusion

### Priorities Based on Best – and Worst Case Scenarios

In the best case, SMART will continue to grow with demands identified by the residents, commuters, and business owners in Wilsonville. Growth would be supported by a variety of funding resources that allow flexibility in system design and SMART's ability to respond to changing needs. In addition, greater stability for the local payroll tax base comes from a larger number of moderate-sized employers with a stable market for their goods and services. Currently, the top 20 businesses in Wilsonville provide just over 65% of the payroll tax revenue for SMART. A loss of even half of these businesses would create a significant loss in revenue for SMART. The chart below indicates the split between various revenue sources.

In the worst case, SMART will focus on maximizing the service within available resources in order to provide service to commuters, seniors and persons with disabilities, and local citizens.

SMART's services are multi-faceted, allowing the overall system to be scaled up or down as resources are available. SMART's first priority will always be to provide service to those in Wilsonville first and then areas outside Wilsonville as resources allow.

Based on the fiscal year 2008 budget, SMART's future revenue and expenses are expected to be 64% payroll tax, 9% operating grants, 23% capital gains, and 4% from fares and other sources (see the chart below).

**Transit Revenue Sources**

