

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

In the Matter of Supporting the Update of the)
Columbia County Transit Plan and County)
Staff's Application for an Oregon)
Department of Transportation and Oregon) RESOLUTION No. 28-2015
Department of Land Conservation and)
Development Transportation and Growth)
Management Grant)

WHEREAS, pursuant to the State Transportation Planning Rule, codified as OAR 660, division 12, local governments must adopt Transportation Systems Plans (TSPs) to ensure a system of transportation facilities and services that are adequate to meet identified local transportation needs; and

WHEREAS, TSPs must be updated on a regular basis to address changes in, among other things, traffic patterns, population, land development, and transportation infrastructure; and

WHEREAS, Columbia County is currently in the process of updating its TSP, which was adopted on June 24, 1998, through Ordinance No. 98-3, and was designed to guide future development of the County's transportation system for twenty years, or until 2016; and

WHEREAS, under OAR 660-012-0020(c) a public transportation plan is a required element of a TSP; and

WHEREAS, the County completed the Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan in 2009 (2009 Transit Plan); and

WHEREAS, the 2009 Transit Plan is a 10-year plan that is nearing expiration and does not reflect the considerable changes to County transit operations that have occurred over the past seven years, such as a 64% reduction in service, including the elimination of weekend service and five day per week service from Vernonia to Washington County and St Helens; and cuts to medical transport to Portland; and

WHEREAS, in addition, the 2009 Transit Plan does not address the provision of new service between downtown Portland and Astoria; and

WHEREAS, updating the Transit Plan at this time is necessary because the County is currently updating its TSP, and the County's TSP should include a transit element based on current data and analysis; and

WHEREAS, staff of the County's transit department, Columbia County Rider, has prepared an application, attached hereto as Exhibit A and incorporated herein by this reference, to the Oregon Department of Transportation and the Oregon Department of Land Conservation and

Development for a Transportation Growth Management (TGM) Grant in the amount of \$139,374.00 to fund an update of the County's Transit Plan.

NOW, THEREFORE, THE BOARD HEREBY RESOLVES, as follows:

1. The above recitals are incorporated herein as findings in support of this resolution; and
2. Staff is authorized to prepare and submit the application attached hereto as Exhibit A to ODOT and DLCD for a TGM grant to update the Columbia County Transit Plan.

Dated this 3rd day of June, 2015.

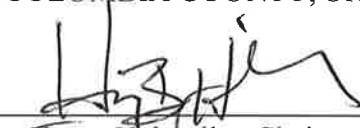
BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON:

Approved as to form

By: _____


Office of County Counsel

By: _____


Henry Heimuller, Chair

By: _____


Anthony Hyde, Commissioner

By: _____

not available
Earl Fisher, Commissioner



TRANSPORTATION AND GROWTH MANAGEMENT (TGM) 2015 GRANT APPLICATION FORM

Please read the Application Packet carefully before completing this application. You must submit your complete application both electronically and via postal mail.

Examples of successful applications and guidance on project costs are available on the TGM Grants page on the Web: egov.oregon.gov/LCD/TGM/grants.shtml.

Please limit application to 10 pages.

The answer fields below will expand as you type.

ORGANIZATION NAME		PHONE
Columbia County Transit Division – CC Rider		503-366-8505
CONTACT PERSON NAME AND TITLE		CONTACT PERSON E-MAIL
Michael Ray, Transit Program Coordinator		ray.michael@co.columbia.or.us
PROJECT TITLE		
Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan Update		

Section One: GRANT ELIGIBILITY REQUIREMENTS

TGM grants are for planning work leading to local policy decisions. TGM grants cannot fund preliminary engineering, engineering, or construction work. If in doubt, discuss with your Region TGM planner about whether your proposed work is eligible.

Applications are reviewed on a pass/fail basis on each of the following criteria. Applications found to not meet each of these eligibility requirements will not be scored against the award criteria and will not be awarded a grant. *Provide a brief statement of how you meet each requirement.*

1. Clear Transportation Relationship

A proposed project must have a clear transportation relationship and benefits. A project must entail research, analysis, alternatives evaluation, development of implementation measures, or public involvement that addresses a transportation problem, need, opportunity, or issue of local or regional importance.

Background

The history of Columbia County Rider goes back to the 1970s when Columbia County Transportation (Colco) was born out of a recognized need to serve senior citizens in Columbia County. Over the years, Colco grew to be the largest rural transportation system in the state of Oregon, serving the needs of the elderly, disabled and the general public. In 2003, Colco's Board of Directors notified the County that due to financial difficulties they would have to discontinue service. Realizing the impact this would

have on residents of the county, the Board of County Commissioners allocated county funds to save the system and in 2003, Columbia County Rider was born.

In 2009, Columbia County Transit adopted the Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan (Plan). The Plan was created to address current and future transit needs in Columbia County and built upon an earlier Community-wide Transit Plan from 2002, and a Coordinated Transit Service Plan adopted in 2007.

The Plan was designed to serve the needs of the major population centers of Scappoose, St Helens, Rainier, Clatskanie, and Vernonia, as well as the County's smaller communities and rural areas. The users of transit in the county primarily travel between their home and place of employment, to school, and for intra-county transit to access various services. The Plan considers the ability to travel longer distances, as well as the ability to make shorter trips within a particular jurisdiction.

Since the 2009 Plan was adopted nearly six years ago. Columbia County Transit has had to make some fundamental changes in the way it provides transit services to county residents. Beginning in 2012, Columbia County Transit was forced to cut service by 64%. This cut drastically affected how we provided service to our riders. The cut resulted in reduced service by eliminating CC Rider's weekend service, cutting back on our hours of remaining fixed-route service and reducing our provision of on-demand responsive service.

In April, 2010, CC Rider became a member of a five-county transit alliance called the Northwest Oregon Transit Alliance (NWOTA), which is an intergovernmental agreement entity established under ORS 190. As a NWOTA member, CC Rider coordinates with Sunset Empire Transit District (Clatsop County), Lincoln County Transit District, Tillamook County Transit District, and Benton Rural Transit Service to collectively brand the five transit systems as one single system. CC Rider's contribution to this coordination effort is to provide seamless transfers between Sunset Empire Transit District services in Clatskanie and Westport for commuters and visitors.

Purpose of TGM Planning Assistance

CC Rider seeks grant assistance to update our 2009 Transit Plan for the 2017 through 2027 timeframe. The current Plan is no longer relevant to today's conditions.

By reviewing and updating the existing Columbia County Community-Wide Transit plan and US 30 Transit Access Plan, CC Rider will address current social and economic conditions that were not present or did not come to pass since the previous plan was implemented.

The goal of CC Rider is to increase ridership by improving the county's transit system, making it more visible and accessible to area residents and out-of-area visitors through implementation of the following objectives:

- Review and prepare an existing conditions profile that includes an analysis of demographics, services, resources, and operational policies that are effective and can be measured through performance standards;
- Engage the public, local planners, transit users, and decision makers to ensure that CC Rider transit and facilities are designed in a manner that supports the needs of the communities in which it serves;
- Review current and future land uses to identify locations for new transit facilities – particularly in rural areas that are highly visible and are connected to park and ride facilities, as well as,

pedestrian and bicycle facilities to ensure residents have safe, convenient and comfortable access to public transit;

- Review, consider and establish transit service alternatives to serve existing and proposed transit facilities which promote a balanced, interconnected and safe public transportation system that supports current and future land uses;
- Provide local and regional coordination with other local and state transit entities that promote multi-modal transportation options throughout the five-county coastal and NW Oregon region, particularly between Columbia and Clatsop Counties and the Portland metropolitan region;
- Develop institutional and management policy alternatives to establish sustainable financial and capital improvement plans to guide the development of CC Rider's services during the planning horizon.

Despite the 64% reduction in service CC Rider had to implement in 2012, ridership has continued to grow. CC Rider has learned that by having a visible presence in the community and developing a well-planned transit system, ridership will increase, which makes providing the service more sustainable.

CC Rider will assess current and future land uses while working with our riders, local residents, stakeholders, civic leaders, local and state planners and decision-makers to identify appropriate transit facilities including bus stops, park and ride locations, and transit centers which consider bicycle and pedestrian access and safe and comfortable connections within and between the communities CC Rider serves. Because CC Rider operates on state and local road networks, the updated transit plan will serve as a resource document for various transportation systems plans.

2. Adoption of Products to meet Project Objectives

A proposed project must result in adoption-ready products that directly address the project objectives, such as a transportation system plan, comprehensive plan amendment, land use regulation, or intergovernmental agreement. Projects that will primarily do outreach, research, study an issue, or compile data are not eligible. Projects are expected to include adoption hearings.

The final product developed through this TGM grant will be an updated, comprehensive and long-range plan that will guide growth of CC Rider over the planning period. The plan will incorporate new realities that CC Rider faces and try to plan for unforeseen changes in how CC Rider operates. In addition, the plan will contain adoption-ready products that can be incorporated into local comprehensive plans, transportation system plans, land use regulations and intergovernmental agreements. Such products will include siting of transportation facilities, bus stop placement, and bus stop amenities. The updated Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan will be a useful document for CC Rider and for our local partners.

3. Support of Local Officials

A proposed project must clearly demonstrate that local officials understand the purpose of the grant application and support the outcomes of the project. A letter or resolution of support from the governing body of the applying jurisdiction is required to be submitted with the application to meet this requirement.

At their May 20th Board Meeting, the County Board of Commissioners approved CC Rider's Project Request to submit a Transportation Growth Management grant application. The resolution is attached.

Section Two: Award Criteria

Applications are scored on a range of criteria and receive up to 100 points. Projects are selected primarily based on the points scored; also considered are the grant amounts requested, the estimated amounts TGM believes may be required to complete a project, the amount of grant dollars available for award within a geographic region, and the balance of grant dollars between Category 1 and Category 2 projects.

1. Proposed Project Addresses a Need and Supports TGM Objectives

The project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity through achieving one or more of the following TGM objectives (as listed on page 10 of the Application Packet).

Up to 40 points: Provide a statement of project purpose and transportation relationships and benefits, and related them to TGM objectives. You must list the specific objective(s) your project supports. Projects that address an issue, problem, need, or opportunity with a clear expected outcome will receive more points. Projects that meet one or several TGM objectives in a substantial, integral way will receive more points than projects that meet one or more TGM objectives superficially. If applying to update your Transportation System Plan and you asked TGM to perform a TSP Assessment, what were the key Assessment recommendations and how do they relate to your proposed project?

Provide Transportation Choices:

- Updating CC Rider's Columbia County Community-Wide Transit Plan and US 30 Access to Transit Plan (Plan) will offer a blueprint for CC Rider to better be able to offer a balanced, interconnected, and safe transit system that serves the needs of its users.
- With an updated Plan, CC Rider and the jurisdictions with which it serves will better be able to site, design and manage local, state, and regional transportation facilities. An updated Plan will assist CC Rider and its partners in locating transit facilities that serve the greatest good.
- An updated Plan will ensure that mobility choices are properly addressed and provided for to best serve underserved communities and those users with limited transportation options.
- The Plan update will provide CC Rider and local jurisdictions guidance on the placement of bus stops, park and rides, and transit centers that best support safe and convenient opportunities for using transit and for connecting to the pedestrian and bicycle networks of each jurisdiction.

Create Communities:

- An updated Plan will contribute to the creation of vibrant communities by providing guidance in the placement of transit facilities that best serve the residents of a community. The Plan update will highlight benefits to communities concerning well placed transit facilities that encourage a mix of development types for people of all ages, incomes, and abilities.
- The Plan update will guide CC Rider and local jurisdictions in the placement of well-designed transit facilities and amenities that provide enhanced access to activity centers such as schools, government services, shopping and recreation and that also are accessible to pedestrians and bicyclists.
- The Plan update will guide the development of a total transit system that is supportive of the social, cultural, and health needs of the communities that it supports.

Support Economic Vitality:

- The updated Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan will support economic development in Columbia County by planning for and guiding the development of a transit system that serves the needs of area businesses, residents and services.
- The Plan will guide the growth and development of transit in the community that best serves and is accessible to new and existing industrial and employment centers.

Save Public and Private Costs:

- The updated Plan will assist local jurisdictions in the development of their comprehensive and transportation plans by providing guidance on how good transit connections and facilities can support compact land use patterns and well-connected transportation patterns.
- An updated Plan will provide a blueprint for a seamless transportation system by making seamless connections between various modes of transportation including park and ride facilities, pedestrian facilities and bicycle facilities.
- A comprehensive Transit Plan will assist local jurisdictions in the development of urban growth strategies that help to limit expansion of urban growth boundaries and support compact, livable communities.

Promote Environmental Stewardship:

- An updated and well thought out Plan will decrease reliance on the use of single occupant vehicles thereby reducing transportation related greenhouse gas emissions.
- The Plan will economize the placement of transit facilities such as park and rides and bus stops to reduce the dwell time of transit vehicles and thus reduce emissions.
- A well-connected transit system, as identified in the updated Plan, will help create more efficient land use development thus reducing greenhouse gas emissions, decrease usage and reliance of state highways and local roads, and increased use of pedestrian and bicycle facilities.

2. Proposed Project is Timely and Urgent

The application demonstrates timeliness and urgency. The project is needed now to:

- **address pressing local transportation and land use issues;**
- **make amendments to local plans or regulations necessitated by changes in federal regulations, state requirements, or regional plans;**
- **make amendments to local plans or regulations necessitated by changes that were not anticipated in previous plans including growth, changes in land use patterns, or changes in available funding;**
- **build on, complement, or take a necessary step toward completing other high priority community initiatives, including supporting a Governor's Regional Solutions Team priority; or**
- **resolve transportation- or land use-related issues affecting the project readiness of local, regional, or state transportation projects for which funding is expected to be obligated within the near future.**

Up to 25 points: To explain why it is important to do the project at this time, describe what the project will accomplish and how it relates to other initiatives. Projects that match well with the TGM

grant timeline will receive more points. Projects or project elements that are not clearly timely or urgent will receive fewer points.

- CC Rider's most recent transit plan was completed in 2009. Since that time the transit agency has gone through many changes. In 2010, CC Rider joined with four other Northwest Oregon transit agencies and formed the Northwest Oregon Transit Alliance (NWOTA). Participation in the Alliance has resulted in many new opportunities for the growth of CC Rider. In addition, since the last Plan was completed, many of the projects identified through that plan have either been completed or are underway. Also, in 2012, CC Rider had to undertake drastic service cuts that were not anticipated in the previous Plan. Regardless of this cut, use of CC Rider has continued to grow. With TGM grant assistance, CC Rider will be able to update the current plan to better reflect where the transit agency is today and where it wants to be in the future.
- With an updated Plan, CC Rider will be able focus on growing for the future. A revised Plan will allow us to plan for new service, including a Portland to Astoria service in cooperation with Sunset Empire Transit District using our new Rainier Transit and Tourist Center, which was recently awarded Connect 5 funding.
- Updating our current Plan will also provide CC Rider the opportunity to examine growing our current service. CC Rider passengers have indicated that they would really like to see new runs into Downtown Portland and later runs to Portland Community College's Rock Creek Campus to better take advantage of evening activities and classes.
- An updated Plan will also allow CC Rider to more closely examine and incorporate a more thorough guide to the placement of transit facilities such as park and rides and bus stops, so that we are better able to serve our passengers.
- Communities within CC Rider's service area are beginning to update their plans. Having a more current Transit Plan will allow these communities to better understand and incorporate the needs of the transit provider.

3. Proposed Project Approach is Reasonable

The application demonstrates a clear approach to achieving the expected outcome and results in consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts occurs (or will need to occur), the mechanisms and responsibilities for the coordination are clear.

Up to 15 points: Describe the major project tasks and expected timeline. Consider data and analysis needs and elements of a public involvement process. If a consultant will be used, what are the likely roles of consultant and staff? How will coordination with other initiatives be handled? If TGM funds are proposed to leverage another outside source of funding for the project, identify discrete tasks that TGM will fund that will be completed within the TGM timetable. Project approaches will receive more points if they clearly address the project need, are achievable considering scope, objectives, and benefits of the project, and are at a level of detail appropriate to the community.

Task 1	Kick-Off Meeting <ul style="list-style-type: none"> • Project Management Team Meeting • Tour CC Rider Service Area
Task 2	Existing Conditions Report/Service Area Characteristics <ul style="list-style-type: none"> • Review Existing Plans <ul style="list-style-type: none"> ○ Col. Co. Community-Wide Transit Plan & US 30 Transit Access Plan ○ City of Scappoose TSP ○ City of St Helens TSP ○ City of Rainier TSP ○ City of Clatskanie TSP ○ City of Vernonia TSP ○ Columbia County TSP ○ Clatsop County TSP ○ Other relevant plans as identified • Inventory Existing CC Rider Services and Facilities <ul style="list-style-type: none"> ○ Transit Centers ○ Park and Rides ○ Bus Stops ○ Fixed Routes ○ Flex Route ○ Dial-a-Ride ○ Medical Transport ○ Veterans Transport ○ Private Carrier Transport ○ Other Services as Identified ○ Maintenance Facility • Inventory and Catalogue Major Service Centers/Destinations (Employment, Retail, Medical, Business, Educational, Residential) • Review CC Rider Financial Characteristics (Expenses, Revenue, Cost Allocation) • Document Regional Coordination with Ride Connection, SETD, River Cities Transit, Trimet) • Other Conditions and Service Area Characteristics as may be Identified
Task 3	Community Outreach and Community Input <ul style="list-style-type: none"> • Identify Stakeholders • Stakeholder Interviews (Schools, Employment Centers, Local Jurisdictions, Community Groups) • On-board Fixed Route, Flex Route and Dial-a-Ride Surveys and On-line Survey • Targeted Outreach to Title VI Communities • Interview NWOTA Partners • Public Hearings/Open Houses to Gather Input and Discuss Alternatives
Task 4	Work Session to Review and Update as Necessary CC Rider Mission Statement, Transit Goals, Objectives and Standards <ul style="list-style-type: none"> • Research Transit Districts of Similar Size and Characteristics • Recommend Performance Standards • Compilation of CC Rider Performance Measures • Recommend Performance Measures for each Standard
Task 5	Evaluate Current Service Performance Metrics <ul style="list-style-type: none"> • Demand Analysis (employees, students, seniors, special needs, general public, commuters, etc.) • Peer comparison of Operating Effectiveness

	<ul style="list-style-type: none"> • Performance Measure Analysis
Task 6	Conduct Comparative Analysis of Service Scenarios <ul style="list-style-type: none"> • Improvements to Service (Status Quo, Service Enhancement, Improve Headways, etc.) • Comparison of Service Scenarios • Capital Alternatives (Vehicle Types, Fleet Size, Fuel Type, Low Floor) • Facility Improvements • Advanced Technologies (Cameras, GPS, Dispatching) • Institutional and Management Alternatives
Task 7	Bus Stop Guidelines and Transit Facility Improvements and Locations <ul style="list-style-type: none"> • Review Identified Sites for Park and Rides and Bus Stops • Recommend Additional locations for Bus Stops, Park and Ride Lots, and Pedestrian and Bicycle Facilities
Task 8	Update Service, Financial and Capital Plans <ul style="list-style-type: none"> • Recommended service plan alternative converted to a budget • Potential transit funding (local, state and federal sources) • Changes to fare policy (NWOTA, intercity, deviated fixed route, • Develop cost allocation model • Financial Plan (fiscally constrained plan from FY 2017 through 2025 • Non-restricted Long Range Financial Plan from 2025 to 2030
Task 9	Prepare Updated Columbia County Community-Wide Transit Plan and US 30 Transit Access Plan <ul style="list-style-type: none"> • Prepare Necessary Technical Memorandums • Prepare Draft and Final Plan
Task 10	Take DRAFT Transit Plan through the adoption process to amend the Columbia County TSP and Comprehensive Plans.

To help us understand your project, provide an estimated budget breakdown for the major tasks. If a consultant will be used, separate the costs for local staff and consultant. *This budget breakdown will not be scored.*

TASK	LOCAL COSTS	CONSULTANT COSTS
1. Kick-Off Meeting	\$600	\$1,200
2. Existing Conditions Report/Service Area Characteristics	\$6000	\$12000
3. Community Outreach and Community Input	\$3600	\$24000
4. Work Session	\$2400	\$8400
5. Evaluate Current Performance Standards Metrics	\$600	\$8400
6. Conduct Comparative Analysis of Service Standards	\$600	\$18000
7. Bus Stop Guidelines and Transit Facilities Improvements and Locations	\$600	\$30000
8. Update Service, Financial and Capital Plans	\$18000	\$6000
9. Prepare Draft and Final Plan	\$3000	\$12000
10. Adoption Process	\$4080	\$1900
Sub Totals:	\$39,480	\$121,900
Combined Costs		\$161,380
Less 12% Match		\$22,006
Grant Amount Requested		\$139,374

4. Proposed Project has Community Support

The application demonstrates that there is local support for the project objectives, a commitment to participate, and a desire to implement the expected outcome.

Up to 5 points: Projects with written support from stakeholders including partner jurisdictions, community institutions, or businesses will receive more points. Letters of support should demonstrate a clear understanding of the project. A letter of support will score higher if it shows independent understanding of the project by the signer and is not identical in text to others that are submitted for a project.

The following table lists partner jurisdictions and community institutions that have been asked to submit letters of support for this Plan update. Letters are attached to this application.

SOURCE
1. Columbia County
2. City of St Helens
3. City of Scappoose
4. City of Rainier
5. City of Vernonia
6. City of Clatskanie
7. Portland Community College
8. North by Northwest Connector Alliance

5. Proposed Project Sponsor Readiness and Capacity

The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage the project considering the complexity of the project, the size of the jurisdiction, and performance on previous TGM projects. Where substantial coordination with other local, regional, and state planning efforts occurs (or will need to occur), all of the partners are ready and able to begin the project within the TGM timetable.

Up to 5 points: Projects with a clear description of the jurisdiction’s capabilities and experience relative to the complexity of the proposed project will receive more points. Projects that lack a clear description of how they will be managed will receive fewer points. Applicants with prior TGM grant awards must list previous TGM projects and their performance. [If you are unsure what previous TGM grant awards your jurisdiction has received, contact Cindy Lesmeister at cindy.l.lesmeister@odot.state.or.us]

CC Rider is fully capable of managing and overseeing this transit planning process from grant award through to adoption. Because CC Rider is the sole applicant driving the planning process there are no other jurisdictions to coordinate concerning project participation and readiness.

The project manager for this TGM grant project is Michael Ray, Transit Program Coordinator for CC Rider. Michael has over 20 years’ experience in the field of transportation planning. He has developed and coordinated many large scale transportation planning projects while he served as senior planner

and project manager for ODOT Region 1, including multi-modal highway planning projects as diverse as local transportation system plans and Interchange Area Management Plans. Michael was instrumental in implementing ODOT Region 1's Trip Reduction Plan for their region headquarters. Over the years Michael has managed many millions of dollars in grant projects including Transportation Growth Management grants when he first began work at ODOT.

Assisting Michael will be Janet Wright, Transit Director for Columbia County Rider. Janet has a long and productive career as a planner and economic development director throughout Oregon. She is a passionate advocate for transit and has taken CC Rider through some of its darkest days and come out on the other side stronger and more responsive to those it serves.

6. Proposed Project is Innovative

The application demonstrates that the project will be innovative in its subject matter, approach, or expected outcomes. For example, the project will use public health criteria or economic impact analysis as part of the evaluation of transportation alternatives or will include an innovative multimodal analysis.

Up to 10 points: By the nature of this criterion, most projects will not receive any points. Projects may receive some points for innovative project elements. Projects with innovative subject matter will receive more points.

CC Rider provides a unique transit service. Our service area borders the largest transit district in the state, yet we are a rural area, as such CC Rider needs to provide a service that serves commuters into the Portland metropolitan region, as well as, serve our local communities. We do this by providing commuter service into downtown Portland and into Washington County and we have local fixed-route service that connects all of our cities to one another. CC Rider also provides fixed route and dial-a-ride service into the Longview and Kelso urban area of Washington State.

A transit plan for such a unique service must be flexible to changing demands. As the South Columbia County area continues to grow, CC Rider will need to be positioned to respond to increased demand for service between Columbia County and the Portland metro region.