

December 5, 2024

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
 Clackamas County

**Approval of an Amendment to a Subrecipient Agreement with TriMet for Statewide Transportation Improvement Funds. Amendment Value is \$170,726 for 7 months. Total Agreement Value is \$5,865,569 for 2 years. Funding is through Statewide Transportation Improvement Funds. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Original Agreement: September 14, 2023, Agenda Item 20230914 I.D.3 Amendment #01: Briefed at Issues December 3, 2024		
<b>Performance Clackamas</b>	1. Build a strong infrastructure by providing transportation alternatives. 2. Ensure safe, healthy, and secure communities by addressing the needs of older adults in the community.		
<b>Counsel Review</b>	Yes: Andrew Naylor	<b>Procurement Review</b>	No
<b>Contact Person</b>	Brenda Durbin	<b>Contact Phone</b>	503-655-8641

**EXECUTIVE SUMMARY:** The Social Services Division of the Department of Health, Housing, and Human Services requests approval of an amendment to an agreement with TriMet for Statewide Transportation Improvement Funds (STIF).

Additional payroll taxes were allocated to transportation providers according to a specified formula, resulting in an increase of \$170,726 for Clackamas County, as outlined in Amendment #01. These additional funds will be directed toward implementing projects outlined in the County’s approved Statewide Transportation Improvement Fund plan.

In 2018, with the approval of HB2017 (Keep Oregon Moving), Oregon added a .01% employee payroll tax that is to be used to improve public transportation service in both rural and urban communities. Statewide Transit Improvement Funds (STIF) may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of public transportation programs including, but not limited to:

- The creation of new systems and services
- Maintenance or continuation of systems or services
- Planning for and development of a Local Plan

These funds are not intended to supplant local funding sources, and the intent of STIF funding is to prioritize improvement or expansion services.

The state distributes STIF funds directly to each County’s Qualified Entity (QE). For Washington, Multnomah, and Clackamas Counties, the QE is TriMet, as it is the most

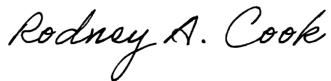
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extensive Mass Transit District. Funds generated outside TriMet's borders are then distributed to counties and small transit providers (referred to in rule as Public Transportation Service Providers) for approved projects inside and outside TriMet's service district. ODOT distributes STIF funds to the Qualified Entity on a quarterly basis. The QE then passes dollars through to each of the PTSPs based on a formula allocation, and the PTSPs use the dollars to fund the approved projects.

Clackamas County will deliver approximately 9,000 rides on two STIF-funded Mt Hood Express Runs, approximately 25,000 Clackamas Connects Shuttle Rides, and approximately 50,000 Elderly and Disabled rides between Transportation Reaching People and the Clackamas County Senior Centers.

**RECOMMENDATION:** Staff respectfully requests that the Board of County Commissioners approve Amendment #01 (11293) and authorize Chair Smith to sign on behalf of Clackamas County.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rodney A. Cook".

Rodney A. Cook  
Director of Health, Housing and Human Services



## AGREEMENT MODIFICATION

Modification No. 1  
Contract No. GG230847EVL  
Clackamas County

This Modification amends the above-referenced Agreement for Disbursement of State of Oregon, Public Transit Section Statewide Transportation Improvement Funds between TriMet and **Clackamas County** (Subrecipient). The effective date of this modification is the date of the last signature below.

### RECITALS

1. Through emergency administrative rule 732-42-0045, Oregon Department of Transportation (ODOT) has allowed for a temporary change to the Oregon Administrative Rules to allow Qualified Entities (QEs) to amend their FY24-25 STIF Formula Plan. A QE may amend the amount of unspent (old) STIF Formula funds carried forward from the 2021-2023 biennium and for unexpected (new) STIF revenues to be spent this cycle.

This rule change added \$167,192 in new funds to Clackamas County's FY24-25 STIF Formula Plan.

This ruling added \$0 in unspent funds to Clackamas County's FY24-25 STIF Formula Plan.

2. In addition, interest of \$3,534, has been earned during FY24-25 and added to the Subrecipients grand total of STIF funds to be distributed during the biennium.
3. Therefore, the maximum allowable amount to be disbursed during the biennium to the Subrecipient by TriMet, acting as the Qualified Entity, has increased to \$5,865,569.

Based on the forgoing, the Agreement is amended as follows:

1. Section 11, TriMet, Program Manager for Reporting and Compliance, is replaced as follows:

John Paul (JP) Gonzalez, Senior Grants Compliance Analyst  
101 SW Main St., Suite 500  
Portland, OR 97204  
503-962-4854  
[STIFCompliance@trimet.org](mailto:STIFCompliance@trimet.org) and [gonzajoh@trimet.org](mailto:gonzajoh@trimet.org)

2. Exhibit D is replaced with the revised Exhibit D appended to this Modification 1.

3. Exhibit E is replaced with the revised Exhibit E appended to this Modification 1, which accounts for the emergency administrative rule as well as any variances identified from the Public Transportation Improvement Plan (PTIP), if applicable.
4. During FY2024, TriMet identified that amounts for some Regional, Non-Regional and STIF-Population based (formerly STF) tasks were allocated incorrectly on the FY24-25 STIF Plan, as it did not reconcile to the totals represented under the 2024-2025 TriMet Public Transportation Improvement Plan (PTIP). As such, updates to the STIF Formula fund disbursement schedule was made. The modifications are reflected in the updated Plan Budget under the revised Exhibit D appended to this Modification 1 and impacted both fiscal years 2024 and 2025.

**NO OTHER CHANGES**

By executing below, both Parties agree to the Modification. Contractor certifies under penalty of perjury as provided in ORS 305.385(6) that it is not, to the best of its knowledge, in violation of any Oregon tax law. For the purposes of this certification, "Oregon Tax Laws" are state taxes imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS Chapters 118, 314, 316, 317, 318, 321 and 323, and local taxes administered by the Oregon Department of Revenue under ORS 305.620

CLACKAMAS COUNTY

TRI-COUNTY METROPOLITAN  
TRANSPORTATION DISTRICT OF  
OREGON (TRIMET)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(signature)

Name:

Name: Nancy Young-Oliver

Title:

Title: Chief Financial Officer

Date:

Date:

Approved as to Form:

Approved as to Form:



Assistant County Counsel

Date: 10/24/2024

\_\_\_\_\_  
TriMet Legal Counsel

Date:

**EXHIBIT D**  
**SUBRECIPIENT SCOPE OF WORK**

Subrecipient Contact Information:

- Name of Organization: Clackamas County
- Contact Person: Teresa Christopherson, Administrative Services Manager – Social Services Division
- Address: 2051 Kaen Rd. #135, Oregon City, OR 97045
- Telephone: 503-650-5718
- E-mail: [teresachr@co.clackamas.or.us](mailto:teresachr@co.clackamas.or.us)

TriMet Contact for Reporting and Compliance:

- Contact Person: John Paul (JP) Gonzalez, Senior Grants Compliance Analyst
- Address: 101 SW Main St., Suite 500, Portland, OR 97204
- Telephone: 503-962-4854
- E-mail: [gonzajoh@trimet.org](mailto:gonzajoh@trimet.org) and/or [STIFCompliance@trimet.org](mailto:STIFCompliance@trimet.org)

TriMet Contact about HB2017 Program:

- Contact Person: Tom Mills, Director – Mobility Planning & Policy
- Address: 101 SW Main St., Suite 400, Portland, OR 97204
- Telephone: 503-962-4883
- E-mail: [millst@trimet.org](mailto:millst@trimet.org)

Term of Contract: 7/1/2023 thru 6/30/2025

Total FY24-25 STIF Formula Funds (with unspent funds/interest from prior STIF Plans): \$7,992,853

Total New FY24-25 STIF Formula Funds (no unspent funds/interest): \$5,862,035

**PROJECT DESCRIPTION:**

Clackamas County will conduct the following activities with FY24-25 STIF Payroll-Based and Population-Based Formula Funds received via TriMet:

<b>STIF Plan Project Number</b>	<b>Project Name</b>	<b>Project Description</b>	<b>Task Number &amp; Description</b>
1		Mt Hood Express Service:Continued funding for existing Village Shuttle and Mt Hood Express services from the City of Sandy to Rhododendron and Government Camp. This includes funding for one Express run daily and one Villages shuttle daily added during the funding cycle in	Task 1: Operations
			Task 2: Operations
			Task 3: Operations

<b>STIF Plan Project Number</b>	<b>Project Name</b>	<b>Project Description</b>	<b>Task Number &amp; Description</b>
		FY19/21. All other operational and match costs needed to maintain existing service levels. This project includes funding allocated through the STF process.	Task 4: Operations
2		Clackamas County Planning and Capital Improvements	Task 1: Planning Task 2: Purchase one (1) standard 40' bus Task 3: Project Administration Task 4: Preventative Maintenance Task 5: Capital Purchase Technology Task 6: Vehicle Purchase one (1) van and two (2) under 40' buses
3		Clackamas County Community Based Transportation	Task 1: Operations Task 2: Operations Task 3: Operations Task 4: Program Reserve Task 5: Operations Task 6: Operations Task 7: Purchase one (1) van
4		Clackamas County Admin and Program Reserve	Task 1: Program Reserve Task 2: Program Reserve Task 3: Project Administration
5		Regional Coordination Project: This project was previously approved under the FY19-21 STIF Plan. Continued and expansion funding for the Clackamas Community College (CCC) free Xpress Shuttle, Oregon City Last Mile Shuttle, and Clackamas Industrial Last Mile Shuttles that provide enhanced transit access throughout the community, particularly for transit dependent and low income	Task 1: Purchase one (1) under 30' bus Task 2: Operations

STIF Plan Project Number	Project Name	Project Description	Task Number & Description
		populations. Rollover funding will be used to purchase additional vehicles to provide this extra service and maintain existing service levels. This shuttle is open to the public and provides a direct link between Oregon City and Clackamas.	Task 3: Project Administration
6		Service from Estacada to CCC. Partnering with Sandy Area Metro to provide expanded Estacada service to include Clackamas Community College via Redland Road or another identified alternative.	Task 1: Purchase one (1) under 30' bus Task 2: Operations
7		Approved category to cover the costs of projects within the STIF Plan.	Task 1: Program Reserve

**PLAN BUDGET:**

STIF Plan Project Number	FY24 New Funds	FY25 New Funds	Prior Biennia STIF Funds Unspent	Prior Biennia STIF Interest Unspent
1	\$266,779	\$301,782	\$187,000	\$0
2	\$70,899	\$133,287	\$100,000	\$0
3	\$919,763	\$1,159,858	\$50,000	\$0
4	\$310,962	\$415,192	\$375,748	\$25,000
5	\$780,000	\$883,513	\$1,093,070	\$0
6	\$216,000	\$404,000	\$0	\$0
7	\$0	\$0	\$300,000	\$0
<i>Subtotal</i>	<i>\$2,564,403</i>	<i>\$3,297,632</i>	<i>\$2,105,818</i>	<i>\$25,000</i>
<b>Grand Total (all funds): \$7,992,853</b>				
<b>Grand Total (new funds): \$5,862,035</b>				

**REPORTING:**

<b>Required Elements</b>	<b>FY24-25 Plan</b>	<b>Quarterly Report</b>	<b>Annual Report</b>
<b>Plan Outcomes</b>			
Revenue Miles	593,782	X	
Revenue Hours	119,978	X	
Rides	82,969	X	
Number of new shared stops with other transit providers	6	X	
Number of rides provided to students in grades 9-12	6,000	X	
Number of students in grades 9-12 served by demand response	0	X	
Other outcomes	N/A	X	
Number of individuals within a ½-mile of a transit stop for fixed-route transit	160,036		X
Number of low-income households within a ½-mile of a transit stop for fixed-route transit	39,632		X
Number of students in grades 9-12 attending a school served by transit	500		X
Number of rides to students in grades 9-12	N/A		X
<b>Program Criteria</b>			
Increased frequency to areas with a high percentage of low-income households	N/A		X
Expanded routes or services to areas with a high percentage of low-income households	N/A		X
Reduced fares in communities with a high percentage of low-income households	N/A		X
Procurements of low or no emission buses for use in areas with a population of 200,000 or more	N/A		X
Improved frequency and reliability of service between communities in and out of the Qualified Entity’s area	N/A		X
Improved coordination among Public Transportation Service Providers to reduce fragmentation of service	N/A		X
Implementation of programs to provide student transit service for students in grades 9-12	N/A		X
<b>Capital Assets</b>			
Acquired, purchased or leased capital assets Qualified Entities and Public Transportation Service Providers using STIF funds	N/A	X	
<b>Low-Income Tax Mitigation</b>			
Report on mitigating the tax on low-income passengers	N/A		X
<b>Audit Reports</b>			
Copy of financial audits, including STIF procedures	N/A		X



## EXHIBIT E STIF FORMULA FUNDS - DISBURSEMENT FORMULAS

### EXHIBIT E – PART 1 PAYROLL-BASED FORMULA FUNDS

	Step 1:	Step 2:	Step 3:	Step 4:	
FY24 STIF Payroll Based Formula Funds Disbursement Steps	Apply STIF Disbursement Factors to Total	Regional Coordination Disbursement per Quarter	Human Services & Streetcar Disbursement per Quarter	Human Services & Streetcar Breakout per Quarter	Not to Exceed FY24 STIF Payroll Based Formula Funds Plan
Jurisdictions	Multiply total by disbursement factor for each jurisdiction	Deduct off the top of TriMet disbursement	% of TriMet disbursement	Divide Human Services & Streetcar disbursement	FY24 of New FY24-25 STIF Payroll Based Formula Funds Plan
TriMet	0.95078072	NA	0.06263100	0.11822251	\$ 69,134,666
Clackamas County	0.00874575	\$ 249,000		0.05485343	\$ 2,034,707
Multnomah County	0.00117914	\$ 286,500		-	\$ 1,201,000
Washington County	0.00572522	\$ 700,216		-	\$ 3,223,365
City of Wilsonville/South Metro Area Regional Transit	0.02197322	\$ 478,000		-	\$ 2,755,000
City of Canby	0.00539101	\$ -		-	\$ 432,921
City of Sandy	0.00233753	\$ 137,500		0.01785235	\$ 862,953
South Clackamas Transportation District	0.00386741	\$ -		-	\$ 408,256
City of Portland/Portland Streetcar	-	\$ -		0.61265121	\$ 3,000,000
Ride Connection	-	\$ -		0.19642050	\$ 961,822
<b>Total</b>		<b>\$ 1,851,216</b>			<b>\$ 84,014,689</b>

	Step 1:	Step 2:	Step 3:	Step 4:	
FY25 STIF Payroll Based Formula Funds Disbursement Steps	Apply STIF Disbursement Factors to Total	Regional Coordination Disbursement per Quarter	Human Services & Streetcar Disbursement per Quarter	Human Services & Streetcar Breakout per Quarter	Not to Exceed FY25 STIF Payroll Based Formula Funds Plan
Jurisdictions	Multiply total by disbursement factor for each jurisdiction	Deduct off the top of TriMet disbursement	% of TriMet disbursement	Divide Human Services & Streetcar disbursement	FY25 of New FY24-25 STIF Payroll Based Formula Funds Plan
TriMet	0.95078072	NA	0.08055586	0.09801122	\$ 69,343,127
Clackamas County	0.00874575	\$ 321,878		0.05394116	\$ 2,767,938
Multnomah County	0.00117914	\$ 248,750		-	\$ 1,101,542
Washington County	0.00572522	\$ 755,362		-	\$ 3,583,549
City of Wilsonville/South Metro Area Regional Transit	0.02197322	\$ 428,000		-	\$ 4,825,064
City of Canby	0.00539101	\$ -		-	\$ 553,292
City of Sandy	0.00233753	\$ 87,500		0.01713599	\$ 727,607
South Clackamas Transportation District	0.00386741	\$ -		-	\$ 313,190
City of Portland/Portland Streetcar	-	\$ -		0.58806728	\$ 3,100,000
Ride Connection	-	\$ -		0.24284435	\$ 1,238,860
<b>Total</b>		<b>\$ 1,841,490</b>			<b>\$ 87,554,168</b>

**EXHIBIT E – PART 2  
POPULATION-BASED FORMULA FUNDS**

FY24 STIF Population Funds Disbursement Steps	STIF Population Disbursement per Quarter	Not to Exceed FY24 STIF Population Based Formula Funds Plan
		New FY24 Population Based Formula Funds Per FY24-25 STIF Plan
Jurisdictions		
TriMet	\$ -	\$ -
Clackamas County	\$ 132,425	\$ 529,700
Multnomah County	\$ 136,608	\$ 546,431
Washington County	\$ -	\$ -
City of Wilsonville/South Metro Area Regional Transit	\$ 79,307	\$ 317,227
City of Canby	\$ 32,436	\$ 129,744
City of Sandy	\$ 37,137	\$ 148,550
South Clackamas Transportation District	\$ 33,346	\$ 133,385
City of Portland/Portland Streetcar	\$ -	\$ -
Ride Connection	\$ 776,086	\$ 3,104,345
<b>Total</b>	<b>\$ 1,227,345</b>	<b>\$ 4,909,381</b>

FY25 STIF Population Funds Disbursement Steps	STIF Population Disbursement per Quarter	Not to Exceed FY25 STIF Population Based Formula Funds Plan
		New FY25 Population Based Formula Funds Per FY24-25 STIF Plan
Jurisdictions		
TriMet	\$ -	\$ -
Clackamas County	\$ 132,425	\$ 529,700
Multnomah County	\$ 136,608	\$ 546,431
Washington County	\$ -	\$ -
City of Wilsonville/South Metro Area Regional Transit	\$ 79,307	\$ 317,227
City of Canby	\$ 32,436	\$ 129,744
City of Sandy	\$ 37,137	\$ 148,549
South Clackamas Transportation District	\$ 33,346	\$ 133,385
City of Portland/Portland Streetcar	\$ -	\$ -
Ride Connection	\$ 776,086	\$ 3,104,346
<b>Total</b>	<b>\$ 1,227,345</b>	<b>\$ 4,909,381</b>