

Salem Area Mass Transit District
**STATEWIDE TRANSPORTATION IMPROVEMENT FUND ADVISORY COMMITTEE
(STIFAC) MEETING**

Friday, September 27, 2024 at 11:00 a.m.

This meeting is open to the public virtually, please see page 2 for Zoom information.

AGENDA

- I. CALL TO ORDER**
 - A. Safety Moment**

- II. PUBLIC COMMENT ***

- III. DISCUSSION**
 - A. Review and score STIF discretionary, 5311(f) and intercommunity grant applications
 - B. 2025-2027 STIF Formula funding discussion

- IV. ACTION ITEMS**
 - A. Recommendation For Funding to the Board of Directors**

 - B. Approval of Minutes**
 - June 11, 2024 STIFAC Meeting

- V. ADJOURNMENT**

Next STIFAC Meeting Date: November 1, 2024 at 11:30 a.m.

Available meeting formats:

- In Person: Senator Hearing Room at Courthouse Square, 555 Court Street NE, Salem, Oregon 97301
- Zoom Gov.: Meeting ID: 160 801 1533 | Passcode: 155416
Go to: <https://cherriots-org.zoomgov.com/j/1608011533?pwd=dLECM5pNIW3nvqXbSaZNB0mlqD9zFb.1>
- One Tap Mobile: 16692545252,,1607734644#,,,,*672555#
- Landline Phone: +1 669 254 5252 US

***Public Comment:** Designated time for community members to testify before the STIFAC on any items of STIFAC business, being limited to three minutes. Public Comments are accepted in writing, by email, in person, or by ZoomGov.

Email: publictestimony@cherriots.org **Attn: STIFAC**

Mail: Attn: Cherriots STIFAC, 555 Court St. NE, Suite 5230, Salem, OR 97301

Virtual Meetings: The Statewide Transportation Improvement Fund Advisory Committee meeting is a public meeting; in a place that is ADA- accessible. Board meetings will also be available via *ZoomGov*. The meeting I.D. and passcode are below the agenda.

Closed Captioning (CC): *ZoomGov's* live streaming platform includes Closed Captioning (CC). It is a good tool for aiding viewer participation in the meeting. However, CC does not always translate accurately.

Alternate Formats: This is a public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats for individuals with limited English proficiency are available. Requests can be made to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

Electronic Copies of the STIFAC meeting agenda packet are available on the Cherriots website under Public Meetings and Notices at: <https://www.cherriots.org/meetings/>.

Reuniones virtuales: La reunión del Comité Asesor del Fondo para la Mejora del Transporte en todo el Estado es una reunión pública; en un lugar accesible para la ADA. Las reuniones de la Junta también estarán disponibles a través de ZoomGov. La identificación de la reunión y el código de acceso se encuentran debajo de la agenda.

Subtítulos (CC): La plataforma de retransmisión en directo de ZoomGov incluye subtítulos (CC). Se trata de una buena herramienta para facilitar la participación de los espectadores en la reunión. Sin embargo, los subtítulos no siempre se traducen con precisión.

Formatos alternativos: Se trata de una reunión pública en un lugar accesible según la ADA. Con 48 horas de antelación, se dispone de audífonos y servicios auxiliares, así como de formatos alternativos para personas con un dominio limitado del inglés. Las solicitudes se pueden hacer a la Secretaría de la Junta por teléfono al 503-588-2424 o con la ayuda de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). El horario de oficina de la administración de Cherriots es de lunes a viernes de 8:00 a 17:00 horas.

Copias electrónicas del paquete de la agenda de reuniones STIFAC están disponibles en el sitio web Cherriots bajo Reuniones Públicas y Avisos en: <https://www.cherriots.org/meetings/>.



To: Statewide Transportation Improvement Fund Advisory Committee Members
From: Shofi Ull Azum, Chief Planning and Development Officer
Date: September 27, 2024
Subject: Committee and Funding Overview

OVERVIEW

The Statewide Transportation Improvement Fund (STIF) program was established in House Bill 2017 to provide a dedicated source of funding for improving, maintaining, and expanding public transportation for all users. Every two years, public transportation funding is made available to support access to jobs, improve mobility, relieve congestion, and reduce greenhouse gas emission in Oregon. Effective April 28, 2022, the STIF and Special Transportation Fund (STF) programs were consolidated and collectively known as the Statewide Transportation Improvement Fund. Key components of the STF program have been preserved in rule including investment priorities.

This memo provides an overview of the process for distributing these funds in Marion and Polk County and the role of this STIF Advisory committee in the distribution of the HB2017 statewide formula funds, statewide discretionary grant funds, and statewide intercommunity grant funds.

PURPOSE OF STIF FUNDS

STIF moneys are appropriated to finance investments and improvements in public transportation services. 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 following:

- Creation of new systems and services with origins, destinations, or stops in Oregon;
- Maintenance or continuation of systems and services in certain circumstances; and
- Planning for and development of a Local Plan or future STIF Plan to improve public transportation service

This will be the second application cycle since the Oregon Transportation Commission (OTC) approved the consolidation of two transit funding types in 2022 – the Statewide Transportation Improvement Fund (STIF) and the former Special Transportation Fund (STF).

ADVISORY COMMITTEE

The STIF Advisory Committee functions as an advisory group to the Salem Area Mass Transit District, hereinafter referred to as the District, Board of Directors.

The advisory committee must elect officers to serve a one-year term. Officers will include a chair and vice chair. Minutes will be prepared and distributed by staff and will be available online.

STIF FORMULA FUNDS

FORMULA FUND OVERVIEW

The Formula Fund program distributes 90% of the revenues generated in Marion and Polk County by formula. The District is the entity authorized to distribute STIF Formula Funds allocated to Marion and Polk County, also known as the "Qualified Entity." There are no match requirements for STIF Formula Funds.

PROJECT SOLICITATION

The local STIF Formula Fund application process for the FY2026-FY2027 biennium covering the period from July 1, 2025 through June 30, 2027 closes on **October 25, 2024**. Transit service providers in Marion and Polk County interested in receiving STIF Formula Funds for this biennium fill out an online project application and submit directly to the District.

STIF ADVISORY COMMITTEE PROJECT REVIEW

Advisory Committees are required to review and prioritize Projects proposed by sub-recipients (including the District).

The Advisory Committee shall consider the following criteria when reviewing STIF Formula Fund Projects:

- Whether the Project would:
 - increase the frequency of bus service to communities with a high percentage of Low-Income Households;
 - expand bus routes and bus services to serve communities with a high percentage of Low-Income Households;
 - reduce fares for public transportation in communities with a high percentage of Low-Income Households;
 - result in procurement of buses that are powered by natural gas, electricity or other low or no emission propulsion for use in areas with a population of 200,000 or more;

- improve the frequency and reliability of service connections between communities inside and outside of the Qualified Entity's service area;
 - increase the coordination between Public Transportation Service Providers to reduce fragmentation in the provision of public transportation service;
 - implement student transit services for students in grades 9 through 12; or
 - implement programs that enhance services for older adults and people with disabilities.
- Whether the Project would maintain an existing service;
 - The extent to which the Project goals meet public transportation needs and are a responsible use of public funds;
 - The extent to which the Project might benefit or burden historically or currently marginalized communities both now and in the long term; and
 - Other factors to be determined by the Qualified Entity or Advisory Committee (for example, geographic equity).

PROJECT SUBMITTAL

The Advisory Committee will submit a project list to the District Board of Directors to review and approve. The District Board of Directors is allowed to make changes to the finalized project list but will need to explain in their STIF plan if they do not follow Advisory Committee recommendations. The District Board of Directors will then finalize the STIF plan and submit to ODOT (Oregon Department of Transportation). The deadline for submittal to ODOT is January 16, 2025.

FORMULA FUND SCHEDULE (SUBJECT TO CHANGE)

August 27, 2024 – ODOT Notice of solicitation (applications and guidance) sent out for Formula Funds

September 23, 2024 – The District sends out the formal call for projects for Formula Funds to Public Transportation Service Providers in Marion and Polk County

October 25, 2024 – Applications for Formula Funds due to the District.

November 01, 2024 – STIF Advisory Committee makes final STIF Formula Fund Plan recommendations to the District Board of Directors; Board of Directors approves final STIF Plan

January 16, 2025 – ODOT deadline for all Qualified Entities to submit STIF Formula Fund Plans

STIF Discretionary and Intercommunity Funds

Discretionary and Intercommunity Fund Overview

The Discretionary Fund is intended to provide a flexible funding source to improve public transportation in Oregon; it makes up five percent of all STIF funding. It is not a source of ongoing operations funding. A 20% match is required for this funding.

The Intercommunity Discretionary Fund is for improving connections between communities and between communities and other key destinations important for a connected Statewide Transit Network; it makes up four percent of all STIF funding. As a competitive funding source, ongoing operations Projects are subject to risk of not receiving continuous funding. A 20% match is required for this funding.

Project Solicitation

ODOT is soliciting project requests directly from sub-recipients. Applications for this solicitation were due **September 5, 2024.**

STIF Advisory Committee Project Review

For all projects in Marion County and Polk County, ODOT will review project submittals and provide a copy to the District to provide to their STIF Advisory Committee. **On September 27, 2024**, the STIFAC Committee will review each project application and provide a written recommendation to the District stating whether the sub-recipients should receive the funding for the project; the Committee may also provide a prioritized list of projects. The District will provide these recommendations to ODOT. ODOT will then consider input from Advisory Committees and Area Commission on Transportations (ACT) across Oregon and present a prioritized list of applications to be reviewed and prioritized to the Public Transportation Advisory Committee. The Public Transportation Advisory Committee will then present a prioritized project list to the Oregon Transportation Commission to determine the acceptance of applications for STIF Discretionary and Intercommunity funds.

Next steps:

Fall 2024 – Oregon Department of Transportation selection committee review

Fall 2024 – Public Transportation Advisory Committee review

December 2024 – Oregon Transportation Commission presentation & decision