

Salem Area Mass Transit District
BOARD OF DIRECTORS

SPECIAL MEETING

Thursday, November 14, 2024 at 5:30 PM

This meeting is open to the public, please see below for available formats.

AGENDA

- I. CALL TO ORDER**
 - A. Note the Attendance for a Quorum
 - B. Safety Moment

- II. PUBLIC COMMENT**

- III. ACTION ITEMS**
 - A. Approve STIF 5310 Recommendations 3

Next Regular Board Meeting Date: Thursday, December 19, 2024

Next Board Work Session Date: Thursday, January 9, 2025

Available meeting formats:

- Zoom Gov.: Meeting ID: 161 557 0713 | Passcode: 630627
Go to: <https://cherriots-org.zoomgov.com/j/1615570713?pwd=5I2W7QIbJcWlBqOo0EY1yPFNemxpk0.1>
Mobile: +16692545252,,1615570713#,,,,*630627# US
- Landline Phone: +1 669 254 5252 US

***Public Comment:** Designated time for community members to testify before the board on any items of Board business, being limited to three minutes. Public Comments are accepted in writing, by email, or by ZoomGov (Written testimony will be submitted and entered in to the record if it is received by 5:00 P.M. on the day of the meeting).

Email: Board@cherriots.org

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

Virtual Meetings: The Board of Directors meeting is a public meeting and will 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: 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 Board's meeting agenda packet are distributed by email 6-7 days prior to the meeting. The agenda packet is also included on the Cherriots website under Public Meetings and Notices at:

<https://www.cherriots.org/meetings/>.

Email Distribution List: To add your email address to the Board's meeting distribution list, please send your email address to the Clerk of the Board at publictestimony@cherriots.org.

Reuniones virtuales: La reunión del Consejo de Administración es pública y estará disponible a través de ZoomGov. La identificación de la reunión y el código de acceso se encuentran debajo del orden del día.

Subtítulos (CC): La plataforma de retransmisión en directode 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: Con 48 horas de antelación, están disponibles audífonos y servicios auxiliares, así como formatos alternativos para personas con un dominio limitado del inglés. Las solicitudes pueden hacerse 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 la reunión de la Junta se distribuyen por correo electrónico 6-7 días antes de la reunión. El paquete del orden del día también se incluye en el sitio web de Cherriots en Reuniones Públicas y Avisos en: <https://www.cherriots.org/meetings/> .

Lista de distribución por correo electrónico: Para añadir su dirección de correo electrónico a la lista de distribución de reuniones de la Junta, envíe su dirección de correo electrónico al Secretario de la Junta a publictestimony@cherriots.org.



SPECIAL BOARD MEETING MEMO

Agenda Item III.A

To: Board of Directors

From: Jim Row, Chair, Statewide Transportation Improvement Fund Advisory Committee (STIFAC)
Shofi Ull Azum, Chief Planning and Development Officer

Thru: Allan Pollock, General Manager

Date: November 14, 2024

Subject: Approve STIFAC recommendations for 5310 funding projects.

ISSUE

Shall the Board adopt Resolution No. 2024-03 (Attachment A), recommending funding approval of projects for the federal 5310 grant program?

BACKGROUND AND FINDINGS

The purpose of the Section 5310 grant program is to enhance the mobility of seniors and individuals with disabilities. The Oregon Department of Transportation (ODOT) has announced the availability of the 2025-2027 biennium Section 5310 Formula funds. Salem Area Mass Transit District (District) is a designated subrecipient by ODOT to oversee the distribution of Federal 5310 funds for Marion and Polk County. The District conducted a selection process to determine the use of the funds, and to certify that projects were derived from the Coordinated Public Transit – Human Services Transportation Plan for Marion and Polk counties (Coordinated Plan) dated March 2024.

Oregon Department of Transportation (ODOT) opened the 5310 grant funding solicitation on August 22, 2024. A public notice of this year's Section 5310 grant solicitation was published in the Statesman Journal newspaper on September 18, 2024 and applications were due to the District on October 25, 2024. The amount of the grant funds available is **\$2,311,301**. Both English and Spanish versions of the notice were posted on the District's website. Announcements were sent out to current grantees of these funds to ensure they were aware of the solicitation of applications for funding. A 10.27% local match is required for this grant application. Eligible projects for this funding include vehicle purchases, passenger shelters, purchased services, preventive maintenance, travel training, marketing programs, development of centralized call centers, and equipment that supports transportation to meet the special needs of seniors and individuals with disabilities.

The STIF Advisory Committee (STIFAC) met to review 5310 grant applications for Marion and Polk County. The meeting was held on November 1, 2024 to hear presentations from applicants, discuss the projects, and make a recommendation to the Board for funding. Table 1 shows the summary of all applications received by the due date and requested grant funding for each project. In the project funding evaluation process, STIFAC prioritized to maintain current services over funding a new project or service. STIFAC recommended to fund both District and City of Woodburn’s projects as requested amount and allocate the remaining \$77,519 to City of Monmouth (New PTSP).

Table 1: 2025-2027 5310 Grant funding applications in Marion and Polk County, OR

Project Name	5310 Grant Request	Local Match	5310 Grant Request Subtotal by PTSP	STIFAC Recommended
Cherriots Mobility Management Travel Training (District)	\$195,059	\$22,325	\$ 1,991,782	\$ 1,991,782
Purchase of Service for the Salem-Keizer Area Cherriots LIFT (District)	\$22,175	\$2,538		
Purchase of Service for Cherriots Regional Service (District)	\$1,315,960	\$150,617		
Purchase of Service - Cherriots Shop and Ride Dial-a-Ride Service (District)	\$103,485	\$11,844		
Preventive Maintenance- Cherriots Regional (District)	\$355,103	\$40,643		
Project Name	Grant Request	Local Match	Grant Request Subtotal by PTSP	STIFAC Recommended

City of Woodburn's Preventative Maintenance Programs	\$117,400	\$13,437	\$ 242,000	\$ 242,000
City of Woodburn's Mobility Management Program	\$124,600	\$14,261		
MI Trolley Operations (City of Monmouth) – New PTSP	\$200,000	\$22,891	\$ 200,000	\$ 77,519

* PTSP = Public Transit Service Provider

FINANCIAL IMPACT

If awarded, these projects and awarded funding will be included in the FY26 and FY27 District budgets. 2025-2027 Biennium 5310 funds support projects and services from July 1, 2025 to June 30, 2027.

RECOMMENDATION

The STIFAC recommends that the Board adopt Resolution No. 2024-03, approving the list of projects and funding amounts of 2025-2027 federal 5310 grant funded projects and direct the General Manager to submit the Qualified Entity funding recommendation to ODOT in accordance with the STIFAC recommendation by November 20, 2024.

PROPOSED MOTION

I move that the Board adopt Resolution No. 2024-03, approving the list of projects and funding amounts of the 2025-2027 federal 5310 grant funded projects, as recommended by the STIFAC, and direct the General Manager to submit the Qualified Entity federal 5310 grant funding recommendation to ODOT in accordance with the STIFAC recommendation by November 20, 2024.



RESOLUTION NO. 2024-03

APPROVAL OF FEDERAL SECTION 5310 GRANT FUNDING RECOMMENDATIONS

WHEREAS, the Salem Area Mass Transit District, hereafter referred to as “District,” is a designated recipient of Federal Section 5310 (funding comes from both Federal Transit Administration and Federal Highway Administration) Enhanced Mobility of Seniors and Individuals with Disabilities program; and,

WHEREAS, the District has identified a growing need for public transportation in the Salem-Keizer area, with a focus to connect individuals with employment, education, and vital services. The focus of Section 5310 programs is to provide transportation for seniors and individuals with disabilities where public transportation is insufficient, inappropriate, or unavailable.; and,

WHEREAS, as a result of the review will take action identifying which projects to support for funding; and,

WHEREAS, Table 1 attached to this resolution contains the projects and project costs for projects proposed for funding through the Section 5310 2025-2027 biennium.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SALEM AREA MASS TRANSIT DISTRICT;

THAT, the Board adopt Resolution No. 2024-03 to approve the list of projects and funding amounts identified in Table 1 attached to this resolution; and direct the General Manager to submit the funding recommendation to ODOT by November 20, 2024.

ADOPTED by the Board of Directors on the 14th day of November 2024, and effective thereupon.

ATTEST:

Kirra Pressey
Recording Secretary

Maria Hinojos Pressey
Board President



Table 1. STIFAC recommendation for funding Section 5310 projects

Project Name	5310 Grant Request	Local Match	5310 Grant Request Subtotal by PTSP	STIFAC Recommended
Cherriots Mobility Management Travel Training (SAMTD)	\$195,059	\$22,325	\$ 1,991,782	\$ 1,991,782
Purchase of Service for the Salem-Keizer Area Cherriots LIFT (SAMTD)	\$22,175	\$2,538		
Purchase of Service for Cherriots Regional Service (SAMTD)	\$1,315,960	\$150,617		
Purchase of Service - Cherriots Shop and Ride Dial-a-Ride Service (SAMTD)	\$103,485	\$11,844		
Preventive Maintenance- Cherriots Regional (SAMTD)	\$355,103	\$40,643		
City of Woodburn's Preventative Maintenance Programs	\$117,400	\$13,437	\$ 242,000	\$ 242,000
City of Woodburn's Mobility Management Program	\$124,600	\$14,261		
MI Trolley Operations (City of Monmouth) - New PTSP	\$200,000	\$22,891	\$ 200,000	\$ 77,519