



Salem Area Mass Transit District

STIFAC Meeting Minutes

Friday, November 1, 2024 at 11:30 a.m.

4th Floor Risk Education Room

555 Court St. NE, Salem Oregon 97301

Attendees:

Committee Members: Chair Jim Row, Vice-Chair Marja Byers, Members Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson. Absent Dodie Laura Brockamp, M.Bryant Baird

I. CALL TO ORDER

CPDO Azum and Chair Row called the meeting to order at 11:31 a.m.

A. Safety Moment

CPDO Azum provided a safety moment on driving tips for rainy weather.

II. PUBLIC COMMENT - None

III. DISCUSSION

A. Review and Score STIF Formula Funding Applications

1. Salem Area Mass Transit District

Presenter: Grant and Project Coordinator Matt Marquez

Agenda Pkt: Pg. 4-152

Grant and Project Coordinator Marquez provided an overview of the STIF Formula Projects, which focus on enhancing transit services and infrastructure. Key initiatives include maintaining and expanding local, regional, and holiday services, implementing a Youth Zero Fare Program for riders aged 0-18, and improving paratransit services to meet ADA requirements.

2. City of Woodburn

Presenter: City of Woodburn Senior Management Analyst Karen Sherman & City of Woodburn Transit Manager Kathleen McClaskey

Agenda Pkt: Pg. 153-277

City of Woodburn Senior Management Analyst Sherman and Transit Manager McClaskey presented STIF Formula Projects to enhance transit services. Key initiatives include weekend fixed-route and Dial-a-Ride services, expanded

weekday and express routes, and out-of-town medical transportation for elderly and disabled riders.

3. City of Monmouth and Independence

Presenter: City Manager Rochelle Roaden

Agenda Pkt. Pg. 278-288

City Manager Roaden presented the proposal to fund the Monmouth Independence Trolley, highlighting a significant ridership increase in the first seven months of year two, with an average of 347 riders per day.

4. West Valley Health

Presenter: Director of Development Jill Monger

Agenda Pkt. Pg. 289-299

Director of Development Monger presented the proposal to fund the West Valley Connections Van program, which provides door-to-door transportation for disabled and low-income residents in Polk County to health care appointments.

5. Canby Area Transit

Presenter: Transit Director Todd Wood

Agenda Pkt. Pg. 300-309

Transit Director Todd Wood presented the proposal for Canby Area Transit (CAT), focusing on the 99X service and the Canby Loop. The 99X provides service between Canby and Oregon City Transit Center, as well as Canby and Woodburn BiMart, operating Monday through Saturday with fares of \$1 on weekdays and free service on Saturdays.

6. City of Silverton

Presenter: Community Development Director Jason Gottgetreu

Agenda Pkt. Pg. 310-338

Community Development Director Gottgetreu presented the proposal for the City of Silverton's Silver Trolley program expansion of service and mobility hub design and engineering. The program provides free, demand-responsive transportation within Silverton's Urban Growth Boundary

7. SMART

Presenter: Operations Manager Brad Dillingham

Agenda Pkt. Pg. 310-338

Operations Manager Dillingham presented the proposal for the South Metro Area Regional Transit (SMART) 1X Saturday service. SMART currently provides a shared service alongside Cherriots between Salem and Wilsonville.

B. Review and Score 5310 Grant Applications

1. Salem Area Mass Transit District

Presenter: Grant and Project Coordinator Matt Marquez

Agenda Pkt: Pg. 349-379

Grant and Project Coordinator Marquez provided an overview of the STIF 5310 Projects. Key initiatives include mobility management travel training, Cherriots LIFT services, Cherriots Regional service, Cherriots Shop and Ride service, and preventative maintenance for Cherriots Regional.

2. City of Monmouth and Independence

Presenter: City Manager Rochelle Roaden

Agenda Pkt: Pg. 380-384

City Manager Roaden presented the proposal to fund the Monmouth Independence Trolley.

3. City of Woodburn

Presenter: City of Woodburn Senior Management Analyst Karen Sherman & City of Woodburn Transit Manager Kathleen McClaskey

Agenda Pkt: Pg. 385-419

City of Woodburn Senior Management Analyst Sherman and Transit Manager McClaskey presented the STIF 5310 Projects to enhance transit services. Key initiatives include fleet maintenance, and mobility management (Dial-a-Ride services).

IV. ACTION ITEMS

A. Chair Row discussed members whose terms expire at the end of 2024 and

requested members notify the clerk if they would like to continue into a new term beginning January 1, 2025. Members Evander, Miller, and Byers expressed interest in an additional term. This will go to the Board at the December 19, 2024 Meeting for approval.

B. Approval of Minutes

1. September 27, 2024 STIFAC Meeting

Motion:	Approve the Minutes from the September 27, 2024 STIFAC Meeting
Motion By:	Member Marja Byers
Second:	Member Kyle Miller
Vote:	Motion Passed Unanimously Members Jim Row, Marja Byers, Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.

C. Officer Nominations for Calendar Year 2025

1. Chair Nomination

Member Byers nominated Member Jim Row as Chair. Chair Row accepted the nomination and no other nominations were noted.

Motion: Nominate Jim Row as Chair of the STIFAC for a term of 12 months beginning January 1, 2025 and ending December 31, 2025 and send recommendation to the Board of Directors.

Motion By: Member Marja Byers

Second By: Member Fred Evander

Vote: Motion Passed Unanimously
Members Jim Row, Marja Byers, Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.

2. Vice-Chair Nomination

Member Jim Row nominated Marja Byers as Vice-Chair. Member Byers accepted the nomination and no other nominations were noted.

Motion: Nominate Marja Byers as Vice-Chair of the STIFAC for a term of 6 months beginning January 1, 2025 and ending December 31, 2025 and send recommendation to the Board of Directors.

Motion By: Member Fred Evander

Second By: Member Kimberly Dwyer

Vote: Motion Passed Unanimously
Members Jim Row, Marja Byers, Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.

D. Make Project Funding Recommendation for STIF Formula Funding

Motion: Recommend the Board submit funding recommendations to: fully fund the population-based funding requests from Salem Area Mass Transit District, Woodburn, Silverton, and West Valley Hospital, and fund Monmouth and Independence at \$14,352.00; and fund the payroll-based funding requests from Salem Area Mass Transit District at \$19,628,272.00, City of Woodburn at \$1,332,565.00, and City of Monmouth and Independence at \$591,830.00. The surplus funding from not funding the City of Silverton, City of Canby, and SMART will be distributed proportionately among the three.

Motion By: Member Marja Byers

Second: Member Steve Anderson

Discussion: Member Evander discussed the idea of funding the City of Monmouth and Independence at an additional \$100,000 and splitting the remaining available funding between Salem Area Mass Transit District, City of Woodburn, and the City of Monmouth and Independence, and proposed such amendment.

Amendment: Member Fred Evander: Amend the distribution of remaining funds from the pay-roll based funding to provide \$100,000.00 to City of Monmouth and Independence; the remaining funds will be distributed as proposed in the original motion.

Second: Member Beth Schmidt.

Amendment Passed Unanimously

Vote: Members Jim Row, Marja Byers, Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.

Vote: Motion Passed Unanimously
Members Jim Row, Marja Byers, Beth Schmidt, Fred Evander, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.

E. Make Project Funding Recommendations for 5310 Grant Funding

Motion: Recommend the Board submit funding recommendations to: fully fund 5310 funding requests for Salem Area Mass Transit District and City of Woodburn and fund the City of Monmouth and Independence the remainder at \$77,519.00.

Motion By: Member Marja Byers

Second: Member Kyle Miller

Vote: Motion Passed
Members Jim Row, Marja Byers, Kimberly Dwyer, Kyle Miller, Stephen Dobrinich (Virtual), and Steve Anderson all voting in favor of.
Member Fred Evander voted in opposition to.
Member Beth Schmidt abstained.

V. ADJOURN

Chair Harding adjourned the meeting at 1:44 p.m.