

**STATEWIDE TRANSPORTATION IMPROVEMENT FUND
ADVISORY COMMITTEE
VIRTUAL MEETING AGENDA**

Wednesday, January 13, 2021
5:30 – 7:30 PM

Google Meets I.D: <https://meet.google.com/iks-vbkz-cyr>

Google Meets Phone No: +1 515-318-5395

PIN: 741 258 316#

(Detailed Instruction to participate in the meeting are on the next page)

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

NOTE: Social distancing, virtual meetings, and other COVID-19 guidelines will be practiced at all of the District’s public meetings for the protection of the Board, staff and community members until further notice. There will not be a public forum.

The public is encouraged to send testimony on any of the agenda items. Public comments can be submitted in writing by email to publictestimony@cherriots.org or mailed to: SAMTD, 555 Court Street NE, Suite 5230, Salem, Oregon 97301 by 5pm on Tuesday, January 12, 2021; or contact Jolene White at (503) 588-2424 for instructions to testify. Written testimony received will be provided to the Statewide Transportation Improvement Fund Advisory Committee and will be included in the public record for the meeting.

INSTRUCTIONS FOR THE STATEWIDE TRANSPORTATION IMPROVEMENT FUND
ADVISORY COMMITTEE VIRTUAL MEETING

It is not required to have a Google account in order to participate in the STIFAC meeting. You can connect with full video and audio if you have a camera and/or a microphone on your computer or cellphone:

Google Meets I.D: <https://meet.google.com/iks-vbkz-cyr>

Google Meets Phone No: +1 515-318-5395 **PIN:** 741 258 316#

No microphone or camera on your computer?

- You can still use the speakers on your computer or your cellphone to listen.

You may want to try out your connection to the virtual meeting 10-15 minutes early.

CONTACT:

Jolene White

Salem Area Mass Transit District

Email: jolene.white@cherriots.org | STIFAC: publictestimony@cherriots.org

phone: (503) 361-7521

For the Google Meet App on your cellphone. Go to:

Google Play Store - <https://play.google.com/store/apps/details?id=com.google.android.apps.meetings>

Apple App Store - <https://apps.apple.com/us/app/hangouts-meet-by-google/>

This public meeting is in a place that is ADA accessible. Auxiliary hearing aids and services, and alternate formats to individuals with limited English proficiency are available. Requests can be made with at least 48 hours of notice 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.

For an electronic copy of the Statewide Transportation Improvement Fund Advisory Committee agenda packet, go to www.cherriots.org/STIFAC/.

Esta reunión pública está en un lugar accesible para la ADA. Se encuentran disponibles audífonos y servicios auxiliares, y formatos alternativos para personas con dominio limitado del inglés. Las solicitudes se pueden hacer con 48 horas de aviso directamente al Secretario de la Junta por teléfono al 503-588-2424 o con la asistencia de TTY: Servicios de retransmisión de Oregon al 1-800-735-2900 (o 711). El horario de la oficina de administración de Cherriots es de lunes a viernes de 8:00 a.m. a 5:00 p.m.

Para obtener una copia electrónica del paquete de agenda de la Junta, visite www.cherriots.org/STIFAC/.

**STATEWIDE TRANSPORTATION IMPROVEMENT FUND
ADVISORY COMMITTEE
VIRTUAL MEETING AGENDA
Wednesday, January 13, 2021**

A. CALL TO ORDER

1. Notice of Attendance for a Quorum
2. "Safety Moment" Thought for the Day

B. PUBLIC COMMENTS

See above for public comment procedures

C. APPROVAL OF MEETING MINUTES

1. Approve STIFAC November 11, 2020 Minutes

D. ACTION ITEMS

1. Orientation and Guidance of the STIF Formula Grant Program
2. Review of projects
3. Recommendation of Projects

E. ADJOURN

Mission

**Connecting people with places through safe, friendly, and reliable public
transportation services Values**

Safety – Service Excellence – Communication – Innovation – Accountability



Salem Area Mass Transit District
STATEWIDE TRANSPORTATION IMPROVEMENT FUND
ADVISORY COMMITTEE
VIRTUAL MEETING
November 17, 2020
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT:	Chair, Becky Gilliam, Vice-Chair, Kathy Martin-Willis, Jim Row, Ron Harding,
ABSENT:	Director Charles Richards, Glen Morrison, Sandra Hernandez- Lomeli, Diane McLaran
STAFF:	Steve Dickey, Director of Strategic Initiatives and Program Management; Chris French, Service Planning Manager; Jeremy Jorstad, Transit Planner II; Jolynn Franke, Transit Planner I
GUESTS:	None
RECORDER	Kathy Martens, Executive Assistant to the Deputy GM/COO

A. CALL TO ORDER

Chair Becky Gilliam called the meeting to order. Attendance was noted, and a quorum was present.

Mr. Dickey shared the “*Safety Moment*” thought of the day. Now that is it getting darker earlier, and with bad weather making it hard to see, please be aware of pedestrians. Make sure if you are out after dark, that you also wear bright and/or reflective clothing so you can also be seen. It is also important to continue to remember and practice the three W’s: Wear, Watch, and Wash.

- **Wear** your mask to cover your nose and mouth.
- **Watch** your distance by remaining at least 6 feet apart.

- **Wash** your hands often with soap and water for at least 20 seconds, or use hand sanitizer.

Mr. Dickey also recommended a change to the agenda. He would like to add two topics; Update on the STF and STIF merger and, confirm the committee's next meeting dates. Chairman Gilliam agreed to add these items to the agenda.

B. PUBLIC COMMENTS

There were no public comments submitted and no public present.

C. APPROVAL OF MEETING MINUTES

No additional changes were requested to the minutes from July 21, 2020.

Vice-Chair Martin-Willis motioned to approve the minutes from the STIFAC July 21, 2020 meeting. Motion was seconded by Mr. Row. All eyes and no opposed. The motion was so moved.

D. ACTION ITEMS

1. Membership Changes due to updated bylaws.

Mr. Dickey went over the membership term changes due to the updated bylaws. This is familiar since this past July we updated the bylaws of three advisory committees; STF, STIF and CAC. By doing this, it changed the membership terms to a January 1 start date. By doing so, we adjusted the current terms by 6 months on the back end so they expire on December 31. Chair Gilliam had also requested her term be moved from a two (2)-year term to a one (1)-year term due to changes in her work assignment. By doing this we also need to nominate the Chair and Vice Chair for a term beginning January 1, 2021, expiring on December 31, 2021. Mr. Row asked about the membership roster at the back of the packet and the start dates were all July 1, 2020. He wondered if he had an outdated document. Mr. Dickey explained that since the starting term dates were already approved by the board, they extended the term expiration dates by six (6) months and this is the adjustment the board will need to approve in their December board meeting. Mr. Row also asked if some of the other dates will need to be shifted around and Mr. Dickey that will be addressed when more is discussed regarding the update on the STF and STIF merger. Chair Gilliam appreciated the adjustment to her term and explained how her job duties were shifting. Mr. Row stated earlier in the meeting Mr. Dickey had commented we

had four (4) out of six (6) members in attendance for a quorum. On the roster there are seven (7) members and he wondered if the committee had a member resign. Mr. Dickey apologized and indicated that there are still seven (7) members and with the four (4) present there is still a quorum. Mr. Row asked if we still had the other four (4) openings and Mr. Dickey confirmed the committee's bylaws indicate they can have up to eleven (11) committee members. And Mr. Harding wanted it clarified that the bylaws do state a quorum must be a majority of the active members, not the full eleven (11) members. Mr. Dickey did confirm the quorum is the majority of the active members.

Chair Gilliam called for a motion to approve the adjustments to the term dates for the members of this committee. Mr. Harding made the motion. Motion was seconded by Vice-Chair Martin-Willis. All ayes and no opposed. The motion carried.

2. Nominate a Chairperson for recommendation to the Board of Directors.

Chair Gilliam said that although her work assignments are changing she would be happy to chair the committee through the end of 2021, but she is also happy to entertain any other nominations for the chair. There were none.

Mr. Row motioned for the nomination of Ms. Becky Gilliam as Chair of the STIFAC be recommended to the Board of Directors. Motion seconded by Mr. Harding. All ayes and no opposed. The motion carried.

3. Nominate a Vice Chairperson for recommendation to the Board of Directors.

Even though both Ms. Gilliam and Ms. Martin-Willis had recently agreed to these positions, Chair Gilliam asked Vice-Chair Martin-Willis if she would agree to continue in this role to which Vice-Chair Martin-Willis agreed.

Mr. Harding motioned for the nomination of Ms. Kathy Martin-Willis as Vice Chair of the STIFAC be recommended to the Board of Directors. Motion seconded by Mr. Row. All ayes and no opposed. The motion carried.

4. STF and STIF merger update.

The actual merger for the funding to take effect isn't until the 2023-2025 biennium, which means the funding period in FY2024 and FY2025. Since this will be a new process with new guidelines from ODOT, they have indicated the new information notification will be released in the spring of 2022, in order to allow additional time with the new process. With that in mind, it would not be good to have a new formation of a committee too close to that date so Mr. Dickey believes the merger process, including the formation of the new committee should start taking place towards the middle of 2021. No word yet on the naming of the new committee and the rules from ODOT have not yet been released, but once they are released we should know more about the size of the committee, the composition of the members, etc. The new Administrative Rules will help guide the process of the merger. When the discussion of merging these committees took place during the legislative session, there was concern raised regarding the need for adequate representation of some groups within both committees. Mr. Dickey feels there will be specific guidelines for a broader representation on the new committee. That said, it could mean we need to recruit more members and there will be a new set of bylaws for the committee although the administrative portion should not change. Mr. Dickey does keep bringing up the concern that a merger like this does take time and he mentions it during his PTAC meetings (Public Transit Advisory Committee.)

5. Upcoming committee meeting dates.

The next advisory committee meeting is set for January 5, 2021. This meeting the STIFAC will review and make recommendations for both the STIF formula applications, and projects submitted for funding in the discretionary program. These items will go before the Board of Directors at their January 2021 meeting.

Chair Gilliam had one more comment to make regarding the merging of the STF and STIF advisory committees. If Cherriots starts to take a more active role in the recruiting process for additional members, please make sure this committee is kept in the loop for networking to

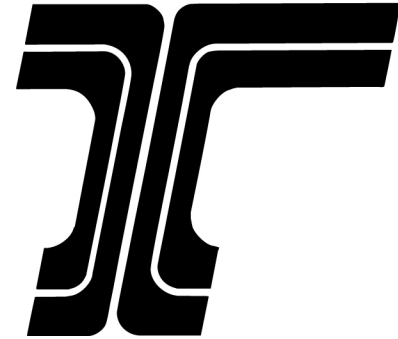
help with representing a broad and diverse perspective from our community on this committee. Mr. Dickey said he will most certainly keep the committee apprised of any recruitment efforts.

A. ADJOURN

Chairman Gilliam adjourned the meeting at 6:00 PM.

DRAFT

Oregon Department of Transportation



PTSP Project Application

FY 2021-23

1. Public Transportation Service Provider

Service Provider Name

Salem Area Mass Transit District

Service Provider Contact Name

Peggy Greene

Service Provider Contact Title

Grants Administrator

Service Provider Phone Number

(503) 588-2424

Service Provider Email

peggy.greene@cherriots.org

Service Provider Type

Mass Transit District

Employer Identification Number (EIN)

93-0793128

Service Provider Website

Cherriots.org

2. Qualified Entity representing Public Transportation Service Provider

Qualified Entity Name

Salem Area Mass Transit District

STIF Plan Contact Name

Peggy Greene

STIF Plan Contact Title

Grants Administrator

STIF Plan Contact Phone Number

(503) 588-2424

STIF Plan Contact Email

peggy.greene@cherriots.org

This email address will receive the completed PTSP Project Template.

End Date of QE STIF Plan

6/30/2023

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1

Local Plan Name

Salem Keizer Transit Comprehensive Service Analysis 2014

Governing Body that adopted Local Plan

SAMTD Board of Directors

Plan Adoption Date

6/24/2014

Local Plan web address

Upload copy of Local Plan if it's not available on a website.

Final SKT CSA Report _14-6-1 optimized.pdf

Limit 100 MB

Local Plan 2

Local Plan Name

Salem Keizer Transit Existing Conditions Report - Comprehensive System Analysis 2013

Governing Body that adopted Local Plan

SAMTD Board of Directors

Plan Adoption Date

12/16/2013

Local Plan web address

Upload copy of Local Plan if it's not available on a website.

Salem Keizer Transit Existing Conditions Report - Comprehensive System Analysis 2013.pdf

Limit 100 MB

Local Plan 3

Local Plan Name

Salem Keizer Transit Existing Conditions Report - Comprehensive System Analysis 2013 - Route Profiles Appendix

Governing Body that adopted Local Plan

SAMTD Board of Directors

Plan Adoption Date

12/16/2013

Local Plan web address

Upload copy of Local Plan if it's not available on a website.

Route Profiles Appendix - Salem-Keizer Transit CSA - 2014.pdf

Limit 100 MB

Local Plan 4

Local Plan Name

COORDINATED PUBLIC
TRANSIT—HUMAN SERVICES
TRANSPORTATION PLAN

Governing Body that adopted
Local Plan

SAMTD Board of Directors

Plan Adoption Date

8/25/2016

Local Plan web address

https://www.cherriots.org/media/doc/SKT_CTP_20160810_corrected_1.pdf

Upload copy of Local Plan if it's not available on a website.

Limit 100 MB

Local Plan 5

Local Plan Name

Volume II of SKT Regional Plan 2016

Governing Body that adopted
Local Plan

SAMTD Board of Directors

Plan Adoption Date

2/25/2016

Local Plan web address

Upload copy of Local Plan if it's not available on a website.

Volume II of SKT Regional Plan 2016 - small file size (1).pdf

Limit 100 MB

Local Plan 6

Local Plan Name

2017 Needs Assessment Report

Governing Body that adopted
Local Plan

SAMTD Board of Directors

Plan Adoption Date

12/14/2017

Local Plan web address

Upload copy of Local Plan if it's not available on a website.

2017 Needs Assessment Report.pdf

Limit 100 MB

2.2 Local Plan requirements

I agree that all Local Plans are consistent with the STIF requirements specified in OAR 732-040-0005(18)

Yes

No, one or more Local Plans are not yet consistent with STIF rule requirements.

3. Projects

3.1 Project Detail Entry

Project 1

Public Transportation Service Provider or Qualified Entity Name

Salem Area Mass Transit District

Project Name

2022-2023 Cherriots Local/LIFT Service

Limit 50 characters**Project Description**

Maintain service hours from service expansion in the 2019-2021 STIF funding cycle and complete the service expansion plan from the previous STIF application that was delayed due to COVID-19. This will maintain 48,933 revenue hours of service and add 28,139 revenue hours of service for local fixed route. LIFT service will provide up to 11,765 revenue hours of service to cover the hours of previously expanded service and the additional service hours that will be added in order to meet the requirement to offer complimentary paratransit to match local service provided. Continue youth fare category (ages 6-18): one ride \$0.50, day pass \$1.00, 30 day pass \$10.00. This is lower than the reduced fare category.

Limit 1000 Characters**Do you plan to expend funding in a future STIF Plan period?**

- Yes
 No

Percent of project budget in district

100%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

With the first cycle of STIF funding SAMTD expanded service adding Saturday and later evening service. Therefore, 80 percent of the current funds will be used to maintain those expanded services. The remaining 20 percent will be used to complete the service expansion plan by adding Sunday and holiday service.

Limit 500 Characters**Local Plan this project is derived from:**

Salem-Keizer Transit Comprehensive Service Analysis- Final Report and 2017 Need Assesment

Local Plan Page Number

29-31& 63-64 and 40, 52 & 63

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

Maintain current service expansion and complete the planned service expansion to add Sunday and holiday service.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$9,688,797.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$4,712,953.00	\$4,975,844.00			\$9,688,797.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$4,712,953.00	\$4,975,844.00	\$0.00	\$0.00	\$9,688,797.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
813,868	77,072.00	652,620

Number of people with access to transit (within ½ mile of transit stop for fixed route)

258,167

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

37,621

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

0

Is this project supporting student transportation?

Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 attending a school served by transit

16,177

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Services Added

Number of Units:

77,072.00 Revenue hours

Task 2

Task Description

Provide LIFT service during all hours of local service to meet the requirements for paratransit.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase

- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$987,356.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$483,933.00	\$503,423.00			\$987,356.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00

FY19-21 STIF
Interest
Accrued

\$0.00

\$0.00

\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$483,933.00

\$503,423.00

\$0.00

\$0.00

\$987,356.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

193,039

Revenue Hours

11,765.00

Rides

66,700

Number of people with access to transit (within 1/2 mile of transit stop for fixed route)

258,167

Number of Low-Income Households with access to transit (within 1/2 mile of transit stop for fixed route)

37,621

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

0

Is this project supporting student transportation?

No

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Paratransit Rides Provided

Number of Units:

66,700 additional unlinked passenger trips

Task 3

Task Description

Continue the youth fare category (ages 6-18) for the local system: one ride \$0.50, day pass \$1.00, and 30 day pass \$10.00.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$365,908.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$180,250.00	\$185,658.00			\$365,908.00

Federal	\$0.00	\$0.00	\$0.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00	\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
	\$180,250.00	\$185,658.00	\$0.00
			\$0.00
			\$365,908.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
813,868	77,072.00	652,620

Number of people with access to transit (within 1/2 mile of transit stop for fixed route)

Number of Low-Income Households with access to transit (within 1/2 mile of transit stop for fixed route)

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

Is this project supporting student transportation?

Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 attending a school served by transit

16,177

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Number Increased

Number of Units:

141,618

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total

FY 2023 STIF Total

\$5,377,136.00

\$5,664,925.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	98%	98%		
Criterion 2	0%	0%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	0%	0%		
Criterion 6	1%	1%		
Criterion 7	1%	1%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

2022-2023 Cherriots Local/LIFT Service

STIF Project Grand Total	Amount in District	Amount out of District
\$11,042,061.00	\$11,042,061.00	\$0.00
FY 2022 STIF Project Total	FY 2023 STIF Project Total	
\$5,377,136.00	\$5,664,925.00	
FY 2022 percent of STIF Funds supporting student transportation	FY 2023 percent of STIF Funds supporting student transportation	
1%	1%	

Project 2

Public Transportation Service Provider or Qualified Entity Name

Salem Area Mass Transit District

Project Name

2022-2023 Carry Forward Reserves -Cherriots Local

Limit 50 characters

Project Description

Hold 2 percent of the projected funds for the reserve fund to ensure continuity of service for the service expansions that have been made for Cherriots Local and LIFT with STIF funds. In 2022 \$104,979.00 will be added to the reserve fund and in 2023 \$110,627.00 will be added to the reserve fund. We are also not expending all of the fund and will carry over the remaining projected funds due to uncertainties with the effect that COVID-19 could have on the funding stream. In 2022, with the projected funds, we will carry forward \$305,227.00 and in 2023 \$323,154.00 will be carried forward.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period? **If yes, what is the expenditure amount?**

Yes

No

\$843,987.00

This will be added to the total amount of STIF funds requested.

What is the project type that you are carrying forward funds for?

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00

- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Percent of project budget in district

100%

3.4 Project Summary

Project Name

2022-2023 Carry Forward Reserves -Cherriots Local

STIF Project Grand Total	Amount in District	Amount out of District
\$843,987.00	\$843,987.00	\$0.00

FY 2022 STIF Project Total	FY 2023 STIF Project Total
\$0.00	\$0.00

FY 2022 percent of STIF Funds supporting student transportation	FY 2023 percent of STIF Funds supporting student transportation
--	--

Project 3

Public Transportation Service Provider or Qualified Entity Name

Salem Area Mass Transit District

Project Name

2022-2023 Carry Forward Reserves - Regional

Limit 50 characters

Project Description

Hold 2 percent of the projected funds for the reserve fund to ensure continuity of service for the service expansions that have been made for Cherriots Regional with STIF funds. In 2022 \$25,513.00 will be added to the reserve fund and in 2023 \$26,885.00 will be added to the reserve fund. We are also not expending all of the fund and will carry over the remaining projected funds due to uncertainties with the effect that COVID-19 could have on the funding stream. In 2022, with the projected funds, we will carry forward \$233,756.00 and in 2023 \$365,095.00 will be carried forward.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period? **If yes, what is the expenditure amount?**

- Yes
- No

\$651,249.00

This will be added to the total amount of STIF funds requested.

What is the project type that you are carrying forward

funds for?

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Percent of project budget in district

0%

3.4 Project Summary

Project Name

2022-2023 Carry Forward Reserves - Regional

STIF Project Grand Total	Amount in District	Amount out of District
\$651,249.00	\$0.00	\$651,249.00
FY 2022 STIF Project Total	FY 2023 STIF Project Total	
\$0.00	\$0.00	
FY 2022 percent of STIF Funds supporting student transportation	FY 2023 percent of STIF Funds supporting student transportation	

Project 4

Public Transportation Service Provider or Qualified Entity Name

Cherriots Regional and Cherriots Route 1X service

Project Name

2022-2023 Cherriots Regional service

Limit 50 characters

Project Description

Provide up to 18,386 revenue hours of expanded service for Cherriots Regional services in fiscal years 2022 and 2023. This includes additional trips for existing routes on weekdays and Saturdays. Also, maintain expansion trips from 2019-21 biennium for Cherriots Regional routes on weekdays and Saturdays, and for Cherriots Route 1X on weekdays only. This includes the establishment of one new route, which was budgeted for the 2019-21 biennium, but due to COVID-19 and the fact that new buses still have not arrived as of January, 2021, this new route has not begun

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

With the first cycle of STIF funding SAMTD expanded service adding Saturday and later evening service. Therefore, 80 percent of the current funds will be used to maintain those expanded services. The remaining 20 percent will be used to complete the service expansion plan by adding Trips to existing service and adding a new route between Salem,- Woodburn and Wilsonville.

Limit 500 Characters

Local Plan this project is derived from:

"Salem-Keizer Transit Comprehensive Service Analysis - Final Report" and "2017 Needs Assessment."

Local Plan Page Number

p. 29-31 & 63-64, respectively.

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

Additional trips for Cherriots Regional routes on weekdays and Saturdays, and for Cherriots Route 1X on weekdays only. Maintain existing expansions from 2019-21 biennium. Includes one new route between Salem, Woodburn, and Wilsonville.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$1,533,943.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$760,340.00	\$773,603.00			\$1,533,943.00
Federal	\$0.00	\$0.00			\$0.00

Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00	\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
	\$760,340.00	\$773,603.00	\$0.00
			\$0.00
			\$1,533,943.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
190,029	18,386.00	33,338

Number of people with access to transit (within 1/2 mile of transit stop for fixed route)
258,167

Number of Low-Income Households with access to transit (within 1/2 mile of transit stop for fixed route)
37,621

Number of new shared stops with other transit providers (reducing fragmentation in transit services)
1

Is this project supporting student transportation?
Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 attending a school served by transit

16,177

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Trips Added

Number of Units:

4,640

Task 2

Task Description

Cherriots Regional Youth fare subsidy. This task pays for a reduced fare for youth (ages 6-17) from \$1.50 for a one-way fare to \$1.00.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00

- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$20,909.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$10,300.00	\$10,609.00			\$20,909.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$10,300.00	\$10,609.00	\$0.00	\$0.00	\$20,909.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
190,029	18,386.00	33,338

Number of people with access to transit (within ½ mile of transit stop for fixed route)
258,167

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)
37,621

Number of new shared stops with other transit providers (reducing fragmentation in transit services)
1

Is this project supporting student transportation?
Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 attending a school served by transit
16,177

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Number Increased

Number of Units:

33,338

Task 3

Task Description

Cherriots Regional bus stop preventative maintenance.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Preventive Maintenance Task Category

Task Category Amount

\$200,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$100,000.00	\$100,000.00			\$200,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00

Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00	\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
	\$100,000.00	\$100,000.00	\$200,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Percentage Increased

Number of Units:

1%

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total **FY 2023 STIF Total**
 \$870,640.00 \$884,212.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	98%	98%		
Criterion 2	0%	0%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	0%	0%		
Criterion 6	1%	1%		
Criterion 7	1%	1%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity

- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

2022-2023 Cherriots Regional service

STIF Project Grand Total	Amount in District	Amount out of District
\$1,754,852.00	\$0.00	\$1,754,852.00

FY 2022 STIF Project Total	FY 2023 STIF Project Total
\$870,640.00	\$884,212.00

FY 2022 percent of STIF Funds supporting student transportation	FY 2023 percent of STIF Funds supporting student transportation
1%	1%

4. All Projects Totals

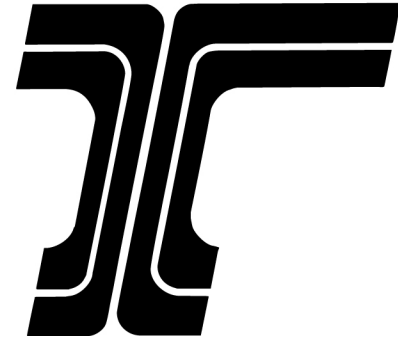
PTSP Projects Total	Amount Carried Forward	Amount in District	Amount out of District
\$14,292,149.00	\$1,495,236.00	\$11,886,048.00	\$2,406,101.00

FY 2022 Total STIF Funds	FY 2023 Total STIF Funds
\$6,247,776.00	\$6,549,137.00

FY 2022 Student STIF Funds	FY 2023 Student STIF Funds
\$62,477.76	\$65,491.37

FY 2022 Percent of STIF Funds supporting student transportation	FY 2023 Percent of STIF Funds supporting student transportation
1.00%	1.00%

Oregon Department of Transportation



PTSP Project Application

FY 2021-23

1. Public Transportation Service Provider

Service Provider Name

City of Silverton

Service Provider Contact Name

Jason Gottgetreu

Service Provider Contact Title

Community Development Director

Service Provider Phone Number

(503) 874-2212

Service Provider Email

Jgottgetreu@silverton.or.us

Service Provider Type

City

Employer Identification Number (EIN)

93-6002256

Service Provider Website

silverton.or.us

2. Qualified Entity representing Public Transportation Service Provider

Qualified Entity Name

Salem Area Mass Transit District

STIF Plan Contact Name

Jolene White

STIF Plan Contact Title

Administrative Assistant

STIF Plan Contact Phone Number

(503) 361-7521

STIF Plan Contact Email

jolene.white@cherriots.org

This email address will receive the completed PTSP Project Template.

End Date of QE STIF Plan

6/30/2023

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1

Local Plan Name

Silverton Transportation System Plan

**Governing Body that adopted
Local Plan**

City Council

Plan Adoption Date

10/5/2020

Local Plan web address

http://www.silverton.or.us/AgendaCenter/ViewFile/Agenda/_10052020-245

Upload copy of Local Plan if it's not available on a website.

SilvertonTSP_Volume1_Adopted_Oct2020_LowRes.pdf

Limit 100 MB

2.2 Local Plan requirements

I agree that all Local Plans are consistent with the STIF requirements specified in OAR 732-040-0005(18)

Yes

No, one or more Local Plans are not yet consistent with STIF rule requirements.

3. Projects

3.1 Project Detail Entry

Project 1

Public Transportation Service Provider or Qualified Entity Name

City of Silverton

Project Name

Service Expansion Study and Transit Coordinator

Limit 50 characters

Project Description

Hiring a consultant to do the planning and programming for service expansion including a deviated fixed route type of service. Cost estimate of \$65,000 - \$75,000 range with a 6 - 9 month timeline. The scope would include stakeholder interviews, rider surveys, community surveys, a project advisory committee, community meeting(s), cost benefit analysis, attendance at Project Advisory Committee meetings and Council work sessions/meetings, etc.

Based on the study it is anticipated a Transit Coordinator/driver position would be necessary to implement the program and would be responsible for outreach, advertisement, coordination, program development, and operations.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

100%

Maintain Service

0%

Local Plan this project is derived from:

Silverton Transportation System Plan

Local Plan Page Number

49

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

Hiring a consultant to do the planning and programming for service expansion including a deviated fixed route type of service. Cost estimate of \$80,000 range with a 6 - 9 month timeline. The scope would include stakeholder interviews, rider surveys, community surveys, a project advisory committee, community meeting(s), cost benefit analysis, attendance at Project Advisory Committee meetings and Council work sessions/meetings, etc.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Planning Task Category

Task Category Amount

\$80,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$80,000.00	\$0.00			\$80,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00

FY19-21 Unspent STIF Funds	\$0.00	\$0.00	\$0.00
----------------------------------	--------	--------	--------

FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
-------------------------------------	--------	--------	--------

FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
-------------------------------	--------	--------	--------

\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00
-------------	--------	--------	--------	-------------

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Plans Adopted

Number of Units:

1

Task 2

Task Description

The Transit Coordinator / Transit Driver position is proposed to be a full time position. The Coordinator Position would be used for outreach, advertisement, coordination, program development, and operations. Outreach would include visits to local employers, apartment complexes, and other transit users to better identify how the service could be improved. Advertisement would be done through media, such as the Silverton Appeal and Our Town, as well as in person through local groups such as the Chamber, Rotary, Lions, Kiwanis, and at local businesses, the Grocery stores, doctor's offices, etc. Marketing costs are estimated at \$3,000 annually. Coordination would occur through more frequent contacts with other transit services (hospital care van and cherriots) in the area to see how better to integrate with one another. Program Development would devise better ways to provide service and identify additional services that could be offered. Operations include preparing the various reports, grant applications, vehicle maintenance schedules, rider surveys, and software upgrades.

The Transit Driver position would provide additional services based on the outcome of the planning and programming study.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$135,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$45,000.00	\$90,000.00			\$135,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$45,000.00	\$90,000.00	\$0.00	\$0.00	\$135,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
19,500	1,040.00	10,400

Number of people with access to transit (within 1/2 mile of transit stop for fixed route)

Number of Low-Income Households with access to transit (within 1/2 mile of transit stop for fixed route)

2,400

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

0

Is this project supporting student transportation?

No

Optional Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Services Added

Number of Units:

1

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$125,000.00

FY 2023 STIF Total
\$90,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal

year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	30%	30%		
Criterion 2	30%	30%		
Criterion 3	18%	18%		
Criterion 4	0%	0%		
Criterion 5	10%	10%		
Criterion 6	10%	10%		
Criterion 7	2%	2%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

Service Expansion Study and Transit Coordinator

STIF Project Grand Total

\$215,000.00

**FY 2022 STIF Project
Total**
\$125,000.00

**FY 2023 STIF Project
Total**
\$90,000.00

**FY 2022 percent of STIF
Funds supporting
student transportation**
2%

**FY 2023 percent of
STIF Funds supporting
student transportation**
2%

4. All Projects Totals

PTSP Projects Total
\$215,000.00

**Amount Carried
Forward**
\$0.00

Amount in District
\$0.00

Amount out of District
\$215,000.00

**FY 2022 Total STIF
Funds**
\$125,000.00

**FY 2023 Total STIF
Funds**
\$90,000.00

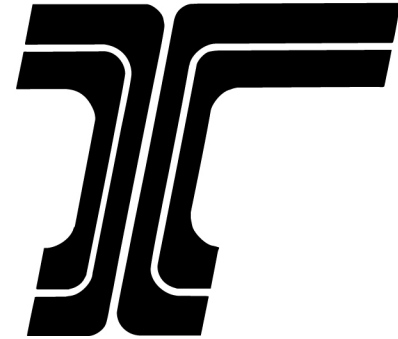
**FY 2022 Student STIF
Funds**
\$2,500.00

**FY 2023 Student STIF
Funds**
\$1,800.00

**FY 2022 Percent of STIF
Funds supporting
student transportation**
2.00%

**FY 2023 Percent of
STIF Funds supporting
student transportation**
2.00%

Oregon Department of Transportation



PTSP Project Application

FY 2021-23

1. Public Transportation Service Provider

Service Provider Name

City of Woodburn

Service Provider Contact Name

Kathleen McClaskey

Service Provider Contact Title

Transit Manager

Service Provider Phone Number

(503) 982-5245

Service Provider Email

Kathleen.mcclaskey@ci.woodburn.or.us

Service Provider Type

City

Employer Identification Number (EIN)

93-6002282

Service Provider Website

<https://www.woodburn-or.gov/transit>

2. Qualified Entity representing Public Transportation Service Provider

Qualified Entity Name

Salem Area Mass Transit District

STIF Plan Contact Name

Peggy Greene

STIF Plan Contact Title

Grants Administrator

STIF Plan Contact Phone Number

(503) 361-7530

STIF Plan Contact Email

peggy.greene@cherriots.org

This email address will receive the completed PTSP Project Template.

End Date of QE STIF Plan

6/30/2023

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1

Local Plan Name

Woodburn Transit Plan Update

**Governing Body that adopted
Local Plan**

Woodburn City Council

Plan Adoption Date

11/8/2010

Local Plan web address

https://www.woodburn-
or.gov/sites/default/files/fileattachments/transit/page/11497/tpu_final_approved_report_8nov10_copy.pdf

**Upload copy of Local Plan if it's not available on a website.
Limit 100 MB**

2.2 Local Plan requirements

I agree that all Local Plans are consistent with the STIF requirements specified in OAR 732-040-0005(18)

Yes

No, one or more Local Plans are not yet consistent with STIF rule requirements.

3. Projects

3.1 Project Detail Entry

Project 1

Public Transportation Service Provider or Qualified Entity Name

City of Woodburn

Project Name

Weekend Services

Limit 50 characters

Project Description

This project will provide fixed route and paratransit services within City limits during the hours of 9:00 a.m. - 5:00 p.m. on Saturdays and 9:00 a.m. - 3:00 p.m. on Sundays.

Limit 1000 Characters

**Do you plan to expend funding in a future STIF
Plan period?**

Yes

No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

0%

Maintain Service

100%

If project is maintaining an existing service, describe rationale.

This project will continue the two weekend service routes begun in September of 2019 with STIF funding, likely gaining ridership as the public health crisis is reduced.

Limit 500 Characters

Local Plan this project is derived from:

Woodburn Transit Plan Update

Local Plan Page Number

10-8

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

This task provides resources to continue Woodburn Transit's fixed route weekend service including drivers, program coordination, vehicle maintenance, fuel, and other necessary supplies.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase

- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$76,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$36,000.00	\$36,000.00			\$72,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$2,000.00	\$2,000.00			\$4,000.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$38,000.00

\$38,000.00

\$0.00

\$0.00

\$76,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

21,000

Revenue Hours

1,450.00

Rides

5,100

Number of people with access to transit (within ½ mile of transit stop for fixed route)

25,000

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

4,000

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

1

Is this project supporting student transportation?

Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 attending a school served by transit

1,500

Task 2

Task Description

This task provides resources to continue the City's paratransit weekend service including drivers, program coordination, vehicle maintenance, fuel, and other necessary supplies.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$56,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$26,000.00	\$26,000.00			\$52,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00

Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$2,000.00	\$2,000.00	\$4,000.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00

\$28,000.00 \$28,000.00 \$0.00 \$0.00 \$56,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
4,000	950.00	1,200

Number of people with access to transit (within ½ mile of transit stop for fixed route)

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

Is this project supporting student transportation?

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$62,000.00

FY 2023 STIF Total
\$62,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25%	25%		
Criterion 2	25%	25%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	20%	20%		
Criterion 6	20%	20%		
Criterion 7	10%	10%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

Weekend Services

STIF Project Grand Total

\$124,000.00

FY 2022 STIF Project Total

\$62,000.00

FY 2023 STIF Project Total

\$62,000.00

FY 2022 percent of STIF Funds supporting student transportation

10%

FY 2023 percent of STIF Funds supporting student transportation

10%

Project 2

Public Transportation Service Provider or Qualified Entity Name

City of Woodburn

Project Name

Woodburn Fixed Route Expanded Weekday

Limit 50 characters

Project Description

Continue to develop and operate a 30 minute express weekday route making fewer, high frequency stops within Woodburn city limits (9 a.m. - 6 p.m.), and a faster transportation alternative to the City's 60 minute fixed route loop.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

0%

Maintain Service

100%

If project is maintaining an existing service, describe rationale.

This project will continue the City's express weekday service begun in July of 2019 with STIF FY19-21 funds.

Limit 500 Characters

Local Plan this project is derived from:

Woodburn Transit Plan Update

Local Plan Page Number

10-4 & 10-14

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

This task provides resources to continue the City's 30 minute fixed route weekday express loop (Monday-Friday, 9 a.m. - 6 p.m.), including drivers, program coordination, vehicle maintenance, fuel, and other necessary supplies.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$320,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$160,000.00	\$160,000.00			\$320,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00

FY19-21 STIF
Interest
Accrued

\$0.00

\$0.00

\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$160,000.00

\$160,000.00

\$0.00

\$0.00

\$320,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

60,000

Revenue Hours

4,200.00

Rides

9,000

Number of people with access to transit (within ½ mile of transit stop for fixed route)

25,000

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

4,000

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

1

Is this project supporting student transportation?

Yes

Choose at least one

Operations

Number of students in grades 9-12 with free or reduced fare transit pass

Number of students in grades 9-12 attending a school served by transit

Number of rides provided to students in grades 9-12

Other

Number of students in grades 9-12 attending a school served by transit

1,500

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$160,000.00

FY 2023 STIF Total
\$160,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25%	25%		
Criterion 2	25%	25%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	20%	20%		
Criterion 6	20%	20%		
Criterion 7	10%	10%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

Woodburn Fixed Route Expanded Weekday

STIF Project Grand Total

\$320,000.00

FY 2022 STIF Project Total

\$160,000.00

FY 2023 STIF Project Total

\$160,000.00

FY 2022 percent of STIF Funds supporting student transportation

10%

FY 2023 percent of STIF Funds supporting student transportation

10%

Project 3

Public Transportation Service Provider or Qualified Entity Name

City of Woodburn

Project Name

Out-of-Town Medical Transportation Program

Limit 50 characters

Project Description

This project provides operational support for the Woodburn Out-of-Town Medical Transportation Program. The program provides Woodburn's disabled and elderly residents unable to take fixed routes with rides to out-of-town medical appointments, often traveling north from Woodburn to Portland (73 miles rt) and south to Salem (40 miles rt).

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

Considering the need for healthcare access, particularly during the pandemic, this project provides a critical transportation service to some of the city's most vulnerable residents. Additional funding is vital to continue the Out-of-Town Medical Transportation Program.

Limit 500 Characters

Local Plan this project is derived from:

Woodburn Transit Plan Update

Local Plan Page Number

10-11

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

This task provides Woodburn Volunteer Out-of-Town Medical Transportation Program (WVMT) with resources for City drivers, vehicle maintenance, fuel, mileage reimbursements, and program coordination.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.

- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$146,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$55,000.00	\$55,000.00			\$110,000.00
Federal	\$11,000.00	\$11,000.00			\$22,000.00
Other State	\$7,000.00	\$7,000.00			\$14,000.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00

FY19-21 Unspent STIF Funds	\$0.00	\$0.00	\$0.00
----------------------------------	--------	--------	--------

FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
-------------------------------------	--------	--------	--------

FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
-------------------------------	--------	--------	--------

\$73,000.00	\$73,000.00	\$0.00	\$0.00	\$146,000.00
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By checking this box, I confirm that this project task is only funded by STIF.

3.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
39,000	2,710.00	1,350

Number of people with access to transit (within ½ mile of transit stop for fixed route)
25,000

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)
4,000

Number of new shared stops with other transit providers (reducing fragmentation in transit services)
0

Is this project supporting student transportation?
No

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income

Households.

3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.

5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.

6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$55,000.00

FY 2023 STIF Total
\$55,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25%	25%		
Criterion 2	25%	25%		
Criterion 3	10%	10%		
Criterion 4	0%	0%		
Criterion 5	25%	25%		
Criterion 6	10%	10%		
Criterion 7	5%	5%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

Out-of-Town Medical Transportation Program

STIF Project Grand Total

\$110,000.00

FY 2022 STIF Project Total

\$55,000.00

FY 2023 STIF Project Total

\$55,000.00

FY 2022 percent of STIF Funds supporting student transportation

5%

FY 2023 percent of STIF Funds supporting student transportation

5%

Project 4

Public Transportation Service Provider or Qualified Entity Name

The City of Woodburn

Project Name

Vehicle Purchase

Limit 50 characters

Project Description

Purchase vehicles for use in Woodburn Transit's paratransit and expanded weekday routes.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

Yes

No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

100%

Maintain Service

0%

Local Plan this project is derived from:

Woodburn Transit Plan Update

Local Plan Page Number

10-16 & 10-10

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

Replace four vehicles in the City's Transit fleet that support city-wide and out-of-town paratransit services, as well as the Express Expanded Weekday route. Carry over City FY19-21 STIF formula funds will support this project.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14

- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

By checking this box, I affirm that all projects requesting funds for capital expenses are in compliance with the Capital Asset Requirements outlined in OAR 732-042-0040.

What type of capital vehicle purchases are included in this task?

- Replacement
- Expansion
- Lease
- Rebuild
- Vehicle Overhaul

Vehicle Replacement 11.12

Replacement Vehicle Information

1. Vehicles to be Replaced

Year	Make/Model	Category	VIN	Total Seats / ADA Seats	Current Miles
2,008	Ford E450 Ecoline (#1371)	D (11.XX.04)	1FD4E45SX8DB51464	10/2 Ex. 24/2	94,724
2,011	Chevy Express (#1366)	D (11.XX.04)	1GB3G3BG1160278	10/2 Ex. 24/2	72,567
2,006	Chevy Uplander (#1337)	E (11.XX.15)	1GBDV13L96D247019	5/1 Ex. 24/2	134,993
2,011	Dodge Caravan (#1361)	E (11.XX.15)	2D4RN4DE2AR440155	4/2 Ex. 24/2	75,987

2. Condition of Vehicles

VIN	Condition	Vehicle Maintenance History (Issues, Repairs, etc.)
-----	-----------	---

1FD4E45SX8DB51464

Adequate

This vehicle supports the Express and, when needed, the Dial-a-Ride (DAR) routes. It is the oldest of the fleet's Cat E1 vehicles and has the most miles. It will be 14 years old by the time of replacement. Recent issues include belt changes and other small repairs but will likely be in need of more substantial repairs in the next few years.

1GB3G3BG1160278

Adequate

Engine and radiator replacement; fuel injector, head gasket, evaporator control valve, and starter repair or replacement. By the time it is replaced, it will be 12 years old.

1GBDV13L96D247019

Poor

This vehicle is used for the Out-of-Town Medical Transportation Program and the local paratransit service. In the past two years it had transmission repairs in addition to a head gasket and power steering repairs. It is the oldest Cat E3 mini-van in use and has the most miles. B

2D4RN4DE2AR440155

Adequate

This vehicle is used for the Out-of-Town Medical Transportation Program, transporting passengers with limited mobility devices and making frequent medical trips from Woodburn to Portland and Salem. Repairs and replacements over the past two years include the fuel pump and tank, gaskets, ignition coil, wheel bearings, and wheelchair ramp parts.

11.12 Vehicle Information

Vehicle ALI	Make/Model	Quantity	Cost Each	Total	Length	# of seats / # ADA stations	# of seats with ADA deployed	Fuel System
11.1X.04 Bus < 30 FT	TBD- low floor	2	\$122,000. 00	\$244,000. 00	22-23 ft	10/2	10	Gas
11.1X.15 Vans	TBD	2	\$52,000.0 0	\$104,000. 00	N/A	5/1	5	Gas

\$348,000.0
0

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$40,000.00	\$55,000.00			\$95,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$134,000.00	\$119,000.00			\$253,000.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$174,000.00	\$174,000.00	\$0.00	\$0.00	\$348,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a

high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.

5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.

6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$40,000.00

FY 2023 STIF Total
\$55,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	0%	0%		
Criterion 2	0%	0%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	100%	100%		
Criterion 6	0%	0%		
Criterion 7	0%	0%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality

- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name

Vehicle Purchase

STIF Project Grand Total

\$95,000.00

FY 2022 STIF Project Total

\$40,000.00

FY 2023 STIF Project Total

\$55,000.00

FY 2022 percent of STIF Funds supporting student transportation

0%

FY 2023 percent of STIF Funds supporting student transportation

0%

Project 5

Public Transportation Service Provider or Qualified Entity Name

The City of Woodburn

Project Name

Reserves

Limit 50 characters

Project Description

Reserve funds will be used to preserve Woodburn Transit fixed route and paratransit services and ensure that expanded service levels are maintained. A portion of funds may be used to provide a match for grants targeted at the Out-of-Town Medical Transportation Program.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

0%

Maintain Service

100%

If project is maintaining an existing service, describe rationale.

Reserve funds will be used to preserve Woodburn Transit fixed route and paratransit services and ensure that all service levels are maintained.

Limit 500 Characters

Local Plan this project is derived from:

Woodburn Transit Plan Update

Local Plan Page Number

11-3

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

3.1.1 Project Scope

Task 1

Task Description

Reserve funds will be used to preserve fixed route and paratransit services. This will ensure expanded service levels are maintained. A portion of reserves was spent in the STIF FY19-21 grant cycle, and the remaining unspent funds have been carried over to the City of Woodburn's FY21-23 STIF Plan. A portion of funds may be used to provide a match for grants targeted at the Out-of-Town Medical Transportation Program.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)

- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Program Reserve Task Category

Task Category Amount

\$109,000.00

3.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not enter more than 8 fund sources.

Fund Type	2022	2023	2024	2025	Total
STIF	\$13,000.00	\$18,000.00			\$31,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$78,000.00	\$0.00			\$78,000.00

\$91,000.00 \$18,000.00 \$0.00 \$0.00 \$109,000.00

By checking this box, I confirm that this project task is only funded by STIF.

3.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$13,000.00

FY 2023 STIF Total
\$18,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not remove or add additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25%	25%		
Criterion 2	25%	25%		
Criterion 3	0%	0%		
Criterion 4	0%	0%		
Criterion 5	20%	20%		
Criterion 6	20%	20%		

Criterion 7	10%	10%		
	100.00%	100.00%	0.00%	0.00%

3.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

3.4 Project Summary

Project Name
Reserves

STIF Project Grand Total
\$31,000.00

FY 2022 STIF Project Total	FY 2023 STIF Project Total
\$13,000.00	\$18,000.00

FY 2022 percent of STIF Funds supporting student transportation	FY 2023 percent of STIF Funds supporting student transportation
10%	10%

4. All Projects Totals

PTSP Projects Total	Amount Carried Forward	Amount in District	Amount out of District
\$680,000.00	\$0.00	\$0.00	\$680,000.00

FY 2022 Total STIF Funds	FY 2023 Total STIF Funds
---------------------------------	---------------------------------

\$330,000.00

\$350,000.00

**FY 2022 Student STIF
Funds**

\$26,250.00

**FY 2023 Student STIF
Funds**

\$26,750.00

**FY 2022 Percent of STIF
Funds supporting
student transportation**

7.95%

**FY 2023 Percent of
STIF Funds supporting
student transportation**

7.64%

Please explain why your allocation of STIF Funds to support student transportation is less than 1 %.

N/A

Limit 500 Characters