Salem Area Mass Transit District

STIFAC Meeting Minutes

Tuesday, June 10, 2026 at 1:00 p.m.

Attendance

STIFAC Members:
Present:
Chair Marja Byers
Eunice Kim (Virtual)
Fred Evander
Kathleen McClaskey
Kyle Miller
Michael DeBlasi
Stephen Dobrinich
Steve Anderson
Absent:
Cory Misley
Michael DeBlasi

Board Liaison
Ramiro Navarro Jr.
Staff:
CPDO Shofi Ull Azum
Service Planning Manager Chris French
Budget & Grants Manager Peggy Greene
Grant & Project Coordinator Matt Marquez
Executive Assistant Kirra Pressey

Meeting Information

1. **Call To Order**
   A. **Note of Attendance for a Quorum**
   Chair Byers called the meeting to order at 1:00 p.m.
   Attendance was noted with a quorum present.
   B. **Safety Minute**
   CPDO Azum presented the safety minute, highlighting tips to keep safe during high temperatures.
   C. **Announcements | Changes to Agenda**
   The Chair provided a brief personal introduction, noting her legal blindness and limited field of vision, and asked members to verbally call her attention rather than raising hands. She also noted that she is the only transit-dependent member on the committee, offering context for her perspective on transit-related matters.

2. **Public Comment**
   None

3. **Discussion**
   A. **2027-2029 STIF Formula (Payroll) Funding Allocation Methodology**
   Presenter: CPDO Shofi Azum
   Agenda Packet: Pg. 4-9
   CPDO Azum presented the proposed methodology for distributing the payroll-based portion of STIF Formula funding for the 2027–2029 cycle. He clarified that the item was informational only, with no action required at this meeting, and noted that a follow-up meeting in July is anticipated to seek consensus on the methodology ahead of the expected August ODOT call for projects.

CPDO Azum reviewed 2024 payroll data provided by the Department of Employment for cities within Marion and Polk Counties, which serves as the basis for calculating out-of-district funding allocations. He noted that the recently enacted payroll tax increase from 0.1% to 0.2%, effective January 1, 2026 through December 31, 2027, is not yet reflected in current projections and will be incorporated once updated ODOT revenue estimates are available.

He explained that in-district funding associated with the Cherriots Urban Growth Boundary is allocated directly through an ODOT-established table and is not subject to committee allocation. The committee's role is to determine the distribution of out-of-district Marion and Polk County funds among participating Public Transportation Service Providers (PTSPs), including Woodburn, Silverton, and the Monmouth-Independence (AMTRO) service area.

The methodology distributes out-of-district funds proportionally based on each city's share of total payroll tax revenue within the respective county. Cherriots' regional share reflects service across both counties and includes a 20% Urban Growth Boundary mileage factor to account for regional service provision. Under the methodology presented, Woodburn represents approximately 23.9% of the Marion County out-of-district total, Silverton approximately 7.7%, and the Monmouth-Independence area approximately 30.4% of the Polk County out-of-district total.

During discussion, members raised several questions regarding the methodology. One member suggested that "vicinity" data, which captures payroll activity beyond strict city limits, may more accurately reflect service realities—particularly given that portions of the Urban Growth Boundary extend outside city boundaries—and noted that these figures may better align with in-district allocations. The member requested that this alternative be considered at the July meeting.

Another member requested a clearer written narrative explaining how the percentages in the methodology are derived, particularly given that the combined county-based allocations do not sum to 100%. Staff acknowledged the complexity of a multi-county service district and committed to providing additional explanatory materials prior to the July meeting.

4. Presentations

A. FTA 5310 Applications

i. Salem Area Mass Transit District
Presenter: Grant & Project Coordinator Matt Marquez
Agenda Packet: Pg. 10-55
Grant & Project Coordinator Marquez provided an overview of the FTA 5310 program, noting that funding is limited to service within the Urban Growth Boundary and that a 30-day public posting period was completed with one application received from the Salem Area Mass Transit District (Cherriots). Staff confirmed that the total funding requested matches the available funding and that all applications were reviewed for compliance with FTA program requirements, including required funding splits between traditional and nontraditional projects.

Cherriots submitted three FTA 5310 project applications: Mobility Management – Call Center, which supports six staff serving seniors and individuals with disabilities across multiple service types and handled over 47,000 calls in 2025, with a funding request of

$209,948; Purchase of Service – Shop and Ride, a nontraditional project funding contracted service with a request of $183,396; and Preventative Maintenance – Shop and Ride Vehicles, a traditional project covering routine maintenance for three vehicles, with a request of $14,202.

5. **Action Items**
   A. **FTA 5310 Funding Allocation Recommendation to the District Board**
   Action
   - Motion: I move to recommend to the District Board approval of the Salem Area Mass Transit District's FTA 5310 funding requests, with equal priority assigned among all three applications.
   - Motion by: Member Fred Evander
   - Second: Member Kyler Miller
   - Vote: Aye: Chair Byers, Members Kim, Evander, McClaskey, Miller, Byers, Dobrinich, and Anderson
     Nay: None
   - Outcome: Motion unanimously passes 7-0

   B. **Approval of Minutes**
      i. November 18, 2025 STIFAC Meeting
      ii. May 7, 2026 STIFAC Meeting

   Action
   - Motion: I move approve the November 18, 2025 and May 7, 2026 STIFAC meeting minutes.
   - Motion by: Member Stephen Dobrinich
   - Second: Member Kyle Miller
   - Vote: Aye: Members Chair Byers, Members Kim, Evander, McClaskey, Miller, Byers, Dobrinich,
     Nay: None
   - Outcome: Motion passes unanimously 7-0

6. **Adjourn**

Prior to adjournment, a member raised the issue of committee term limits, noting that current bylaws limit service to two terms (approximately four years), followed by a one-year waiting period before reappointment. The member expressed concern that, given the infrequency of meetings, institutional knowledge may be diminished before members are fully acclimated to the complexity of the subject matter, and suggested that the committee consider recommending a bylaw review to the Board to evaluate extending term lengths. Staff noted that similar term limit structures are in place across other Cherriots advisory committees and that the one-year break provision allows for potential return of former members. Staff also noted that term limits are intended to support broader community participation. A member offered a counterpoint, noting that term limits can also encourage clearer documentation and tools to support onboarding and continuity for new members.

A member also raised broader concerns regarding transit funding pressures, citing population growth in Salem, Woodburn, Monmouth, and Independence alongside anticipated reductions in federal funding. Staff acknowledged that Cherriots is currently undertaking a Comprehensive

Operations Analysis to assess current and future service needs across local and regional networks and encouraged continued engagement as that work progresses.

Chair Byers adjourned the meeting at 2:05 p.m.

Respectfully Submitted

Fred Evander, STIFAC Vice-Chair