



Salem Area Mass Transit District

~ **VIRTUAL ORIENTATION** ~

Statewide Transportation Improvement Fund Advisory Committee
Tuesday, October 18th, 2022 | 1p.m. – 2p.m.

Google Meet joining information
Video call link: <https://meet.google.com/jzg-zvef-fza>
Phone: +1 413-251-2193 PIN: 194 351 002#

MINUTES

PRESENT: Steve Dickey, Kelsie Cole, Chris French, Jason Gottgetreu, Jill Munger, Karen Sherman, Jolynn Franke, Kathy McClaskey, Peggy Greene, Ted Stonecliffe, Angela Henson, Jeremy Jorstad
Members: Ron Harding, Jim Row, Marja Byers, Bryant Baird, Kyle Miller, Emily Broussard
Guest: Arla Miller
ABSENT: Sheena Lucht
Members: Jon Hammill
Recorder: Angela Henson

- A. CALL TO ORDER** **1:02PM**
1. Ron Harding called the meeting to order. A quorum was present; attendees and members of the committee introduced themselves.
 2. Mr. Dickey presented the Safety Moment: Remember Halloween night is coming up, even when you're driving home or driving around at night that is an evening when families will be out and about, be especially aware and cautious of your surroundings.
- B. PUBLIC TESTIMONY**
1. None
- C. MOTION / VOTING on previous meeting's Action Items**
1. Approved prior meetings minutes (10-07-22); motioned, and seconded for approval of minutes.

D. INFORMATION ITEMS and DISCUSSION

There were some updates to the dollar amounts; the primary update, from a project standpoint, was from the City of Woodburn. There can be a description of how the plan was restructured, then we will move on to the remaining PTSP's for their changes to accommodate the 20 % increase.

1. PTSP Presentations

a. City of Woodburn:

- Main change was to consolidate a few projects; we condensed the Weekend Fixed, Weekend Demand, Express Weekday, and Out of Town Medical Transportation - 4 routes, formally separate, now combined into one project, but different tasks, making structural changes only. Also, we added more to the Medical Transportation, as a carryover in that particular task. Otherwise, we worked with the allocation updates to the revenue for the 20% increase.

DISCUSSION, QUESTIONS & ANSWERS:

None.

b. City of Silverton:

- Updates were allocated use as a match for the 5311 grant; and for the other STIF funds will be allocated for startup costs towards service expansions.

DISCUSSION, QUESTIONS & ANSWERS:

None.

c. West Valley Hospital (VVH):

- The increase will be allocated to operational support.

DISCUSSION, QUESTIONS & ANSWERS:

None.

d. Salem Area Mass Transit District (SAMTD):

- We allocated the additional funds to our reserves, which will cover unexpected costs, due to the instability in the market. We did adjust the description of a listed task, the Local Service - the task is inclusive of Saturday, Sunday, and Holiday's and LIFT, so a description update was made to appropriately reflect.

DISCUSSION, QUESTIONS & ANSWERS:

None.

2. This year the 5310 application process is combined with the 5311. There will be a single meeting for the approval of those applications. There was quite a bit of budgeting done in tandem with those two projects; if you're applying for 5310 funds, look at it as a stand-alone revenue stream. We have one meeting to get the proposal completed and

ready for the December Board presentation; ODOT has set a January 20, 2023 deadline for submittal of the 5310 application, which is prior to the January Board meeting for SAMTD. The 5310 program management requires the Technical Advisory Committee (the STIFAC), plus one other staff member of the Salem Keizer Area Transportation (SKATs), which is part of the Mid-Willamette Council of Governments (MWCOCG), be present to make a final recommendation of the proposal.

E. ACTION ITEMS

- 1. Review and approve prior meeting's minutes.**
- 2. Formal motion from AC for recommendation that SAMTD Directors approve the PTSP projects included in their respective applications as presented.**

F. NEXT STEPS

- 1. The applications will be presented to the SAMTD at the November 17, 2022, at 6:30pm (hybrid option) for approval.**
- 2. The approved PTSP applications will be consolidated into the QE application and submitted to ODOT.**
- 3. STIFAC Discretionary & 5310 FTA Process; meeting date/ time TBD.**

G. ADJOURNED

1:37 PM

Angela Henson
Administrative Assistant
Finance and Technology & Program Management