

**Statewide Transportation Improvement Fund
Advisory Committee**

Monday, October 15, 2018
5:00 – 7:00 PM
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MEETING AGENDA

- 1. CALL TO ORDER**
- 2. ANNOUNCEMENTS & SAFETY MOMENT**
- 3. PUBLIC COMMENTS**
Time is designated at each meeting for members of the public to testify on any items of STIFAC business, being limited to three minutes.
- 4. APPROVAL OF THE MINUTES**
 - a. Minutes of the October 3, 2018 STIFAC Meeting **1**
- 5. PRESENTATION** - None
- 6. DISCUSSION**
 - a. Final Review of Proposed Projects for the Statewide Transportation Improvement Plan for PTSPs in Marion and Polk Counties **9**
- 7. ACTION ITEMS**
 - a. Approve the Prioritization of Projects in the Statewide Transportation Improvement Fund Plan for Recommendation to the SAMTD Board of Directors **19**
- 8. INFORMATION ITEMS** - None
- 9. MEETING ADJOURNED**

~ The next STIFAC meeting is TO BE DETERMINED ~

The Salem Area Mass Transit District (“District”) Board of Directors formed the Statewide Transportation Improvement Fund Advisory Committee (“STIFAC”) pursuant to Oregon Administrative Rule (“OAR”) 732-040-0035, for the purpose of advising and assisting the District in carrying out the purposes of the Statewide Transportation Improvement Fund (“STIF”) that was created with the passage of House Bill 2017 in the 2017 Legislative Session.

The District is the designated *Qualified Entity* for STIF monies received for public transportation service providers in the Marion and Polk County area. The STIFAC will prioritize and recommend projects for inclusion in the STIF Local Plan that will go to the Board of Directors for approval. The STIFAC may also advise the District regarding opportunities to coordinate STIF-funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service. The STIF Local Plan will include projects for Cherriots Local, Cherriots Regional, Woodburn Transit and Silverton’s Silver Trolley. There are two opportunities to submit STIF Plans to ODOT - by November 1 and May 1. Plans are then reviewed and prioritized for biannual disbursement of the Formula Fund.

The agenda and meeting materials for the Statewide Transportation Improvement Fund Advisory Committee (“STIFAC”) are posted on the District’s website at Cherriots.org/. Meetings of the STIFAC are open, public meeting at an accessible location. The public is invited and welcome to attend.

Special accommodations are available for persons with disabilities upon request for the STIFAC meetings. To request accommodations or services for sign language interpretation or languages other than English, please call the Cherriots Administration Office for the executive assistant at 503-588-2424 at least two business days prior to the meeting. People with a hearing impairment may call 711 (the Oregon Telecommunications Service)

<https://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>

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
Board of Directors

~ **Statewide Transportation Improvement Fund
Advisory Committee** ~

Wednesday, October 3, 2018

Courthouse Square – Cherriots Administration Office – Suite 5230
Mill Creek Conference Room - 555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT:	Chair Jim Seymour, Vice-Chair Becky Gilliam; Members Jim Row, Sandra Hernandez-Lomeli, Kathy Martin-Willis, Ron Harding, Chris Havel, Glen Morrison (arrived 5:10 p.m.), Tim Rogers (arrived 5:22 p.m.)
Members	
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Steve Dickey, Director of Transportation Development; Chris French, Senior Planner; Linda Galeazzi, Executive Assistant
Guests	None

1. CALL TO ORDER **5:01 PM**
Chair Seymour welcomed committee members to the meeting. Introductions were made around the table.

2. ANNOUNCEMENTS
Statewide Transportation Improvement Fund Advisory Committee (STIFAC) members received a revised copy of Table 8. Cherriots Local Revenue Hour Increases 100% 2021 to replace the one in their agenda supplement for Agenda Item 6.a on page 9 to review and discuss the proposed Statewide Transportation Improvement Fund (STIF) Plan draft for Marion and Polk Counties. Members also received maps dated January 2, 2018 for the Cherriots Local fixed route service and for Cherriots Regional service; [Herein given as Attachments A-B-C respectively; and by this reference made a part of these Minutes].

3. PUBLIC COMMENTS - None

4.. APPROVAL OF THE STIFAC MINUTES **5:05 PM**

Motion:	Moved to approve the Amended Minutes for the August 29, 2018 STIFAC Meeting.
Motion by:	Becky Gilliam
Second:	Kathy Martin-Willis

Discussion:	STIFAC member Tim Roger's name was added to the list of members present in the meeting minutes.
Vote:	Motion passed (7) Seymour, Gilliam, Row, Hernandez-Lomeli, Martin-Willis, Harding, and Havel
Late:	Morrison and Rogers (2)

5. PRESENTATION - None

6. DISCUSSION

a. Review and Discussion of Proposed Statewide Transportation Improvement Plan for Marion and Polk Counties 5:13 PM

Staff Report: Pages 1-19 of the supplemental agenda; replacement page 9 and maps of Cherriots Local and Regional Service Areas

Presenter: Allan Pollock, General Manager
Chris French, Senior Planner
Steve Dickey, Director of Transportation Development

Mr. Pollock reviewed the overall timeline and the purpose for tonight's meeting to evaluate the proposed draft of the *STIF Local Plan* ("Plan") that includes the list of projects for the *Public Transportation Service Providers* (PTSP) - Cherriots Local, Cherriots Regional, Woodburn Transit and the City of Silverton's Silver Trolley. He advised the committee to ask questions and request more information for clarification, and provide their suggestions and opinions for improvements to the Plan. He noted that the next STIFAC meeting will be Monday, October 15th where committee members will take action to approve the Plan.

Mr. French reviewed the Plan beginning with Tables 1-2 that showed a breakdown of ODOT's expected Tax Revenue Estimates from 2019 to 2021. He explained how that revenue will be divided year-by-year; and then by "*in-district*" and "*out-of-district*" for the first biennium. Mr. French noted that *Salem Area Mass Transit District* ("District" or "Cherriots") is the *Qualified Entity* (QE) for Marion and Polk Counties PTSPs and will oversee the disbursement of the revenue that is passed down from the *Oregon Department of Transportation* (ODOT) in the Spring of 2019. ODOT requires two plans submitted by November 1, 2018 from each QE; one at 100% expected tax revenue, and one at 130% expected tax revenue.

Discussion ensued about the 100% and 130% expected revenue, the meaning of *in-district* and *out-of-district*, and how it affects rural service.

Mr. Harding stated that the QE has a formula to allocate funds for in-district service and-out of district service. Mr. French described the formula used with data for riders' in-district, riders, out-of-district, service miles and hours, etc.

There was discussion about what STIF money will pay for and whether the proposed service routes match the needs assessment criteria; can changes be made to the Plan or will there be outreach to determine what is needed. Mr. Pollock advised that a *comprehensive operations analysis* (COA) is done and identifies where there are unmet needs and gaps. The current Plan is for the biennium from 2019-2021. Public outreach will occur after the holidays about changes to the fares; and the first disbursement of money from the STIF will be in May 2019.

- **Comments:** Gilliam, Harding, Seymour, Morrison, French, Pollock (5:20 PM)

The Committee discussed when the District evaluates service changes; and how the District proceeds with decisions for route changes. Mr. French explained that in the prior outreach, people said they wanted Saturday service, longer evening service and then Sunday and holiday service. The District is currently working on service for September 2019. Typically, the major changes to service occur in September each year with minor changes scheduled in January and May. Evaluation of the service will occur throughout the year for adjustments in 2020. Another COA is scheduled for the year 2021.

Discussion ensued about whether technology enhancements were in the Plan. Mr. Dickey explained that there was a separate grant for technology upgrades. A Request for Proposal (RFP) will go out for bid by the end of the month.

- **Comments:** Gilliam, Rogers, Harding, French, Dickey, Pollock (5:52 PM)

Mr. French described the Cherrits Regional planned service enhancements beginning on page 12 of the staff report that include express routes. There was discussion about regional service being almost counterproductive; that it would be better to add more trips to existing service rather than add coverage. In the future, the Committee will look at the ridership. There needs to be some flexibility in rural areas and more public outreach will help to determine the needs.

- **Comments:** Harding, Gilliam, French, Pollock (6:06 PM)

Mr. French reviewed the proposed changes in fares on pages 16-17 of the supplemental agenda. Proposed Cherrits Local fares for youth ages 6-18 were lowered; the Cherrits Regional day pass and monthly pass were discontinued. The proposed one-ride fares for Cherrits Route 1X (SMART) and Cherrits Universal monthly pass were lowered.

Discussion ensued about an earlier presentation to the STIFAC to provide free youth fare versus the current proposal for a lower fare rate. One member expressed a desire to have a free fare for youth. Mr. Pollock spoke about the proposed fare review and

discussion by the Board of Directors at their April 9, 2018 work session (see pages 45-56 of the work session agenda) after an analysis was conducted of the proposed fare changes and service enhancements. He said to have a free youth fare would be a revenue loss for the District and STIF money would have to be used to offset that cost. Board members wanted to provide as much service as possible. They considered that everyone using transit should help pay for a fare.

There was further discussion about the demographics that are provided for free fares, and the qualifications used to determine those that qualify for a reduced fare. Mr. Dickey spoke about the District's qualifications for reduced fare for individuals with disabilities, senior citizens and youth.

The Committee had questions about whether agencies in the area provide youth fares or passes to the individuals they serve, and about the transportation services provided to students by the school district. How would the District verify income? What would a fare free youth program do to school provided transportation. Does the District coordinate with the school district for bus passes? Are there state agencies that provide passes through their programs? How many people are there in the lower income categories that qualify for state services but choose not to use the programs? How critical is the need.

Mr. Pollock advised that the Committee will receive data to review for further clarification at the October 15th meeting.

- **Comments:** Hernandez-Lomeli, Harding, Seymour, Row, Gilliam, Rogers, Martin-Willis, Morrison, French, Dickey, Pollock (6:30 PM)

Mr. Row presented the Woodburn Transit projects submitted in the STIF Plan from pages 17-18 of the supplemental agenda.

Mr. French reported on the City of Silverton's project list for the Silver Trolley on page 18 of the supplemental agenda. The District is working with the City to refine their Plan.

Committee members will receive more information about the Silver Trolley plan. A Silverton representative will be invited to the next meeting.

- **Comments:** Row, Harding, Seymour, Havel, French, Pollock

Direction: Staff will provide the STIFAC with the 2017 Needs Assessment Report. The committee will evaluate how rates and fares are affected, clarify the impact on the youth fare and low income fares; review what gaps

in service remain with the proposed service changes. The tables provided in the staff report will be cleaned up.

- https://www.cherriots.org/media/doc/2017_Needs_Assessment_Report.pdf

7. ACTION ITEMS - None

8. INFORMATION ITEMS

STIFAC members received a copy of the Board-adopted STIFAC Bylaws and an updated version of the STIFAC Representation Chart that they reviewed at their August 29, 2018 meeting.

Concern was expressed about the meaning of the second paragraph on the first page under DEFINITIONS that states "Pursuant to OAR 732-040-0030(4)(a), it shall be the responsibility of the Advisory Committee to gather data and to seek public input, and to make a determination as to the areas of Marion and Polk counties in which there exist high percentages of low-income households, and to publish said determination in its Committee minutes and printed public materials." Mr. Seymour stated that the committee would rely on information that was provided by the District as part of their 2017 Needs Assessment.


9. ADJOURNMENT

The meeting was adjourned at 6:57 p.m.


Table 8. Cherriots Local Revenue Hour Increases 100% 2021

Route	Sat Revenue Hour	Sun Revenue Hour	Extended Eve Revenue Hour	Holiday Revenue Hour
2	1634	608	416	68
3	663	573	416	64
4	658	491	407	55
5	1471	568	407	62
6	1248	N/A	N/A	N/A
7	932	636	351	68
8	1265	1072	467	114
9	877	656	N/A	70
11	3366	2421	993	255
12	N/A	N/A	N/A	N/A
13	641	N/A	333	N/A
14	N/A	N/A	N/A	N/A
16	544	N/A	N/A	N/A
17	1242	430	314	51
18	1366	N/A	730	N/A
19	1634	631	407	70
21	1569	618	444	69
22	N/A	N/A	N/A	N/A
23	N/A	N/A	N/A	N/A
26	N/A	N/A	N/A	N/A
27	N/A	N/A	N/A	N/A
Local Totals	19110	8704	5685	1014


Frequent Service

 Buses run every 15 minutes on average during most of the day. Buses run every 30 minutes after 7 p.m.

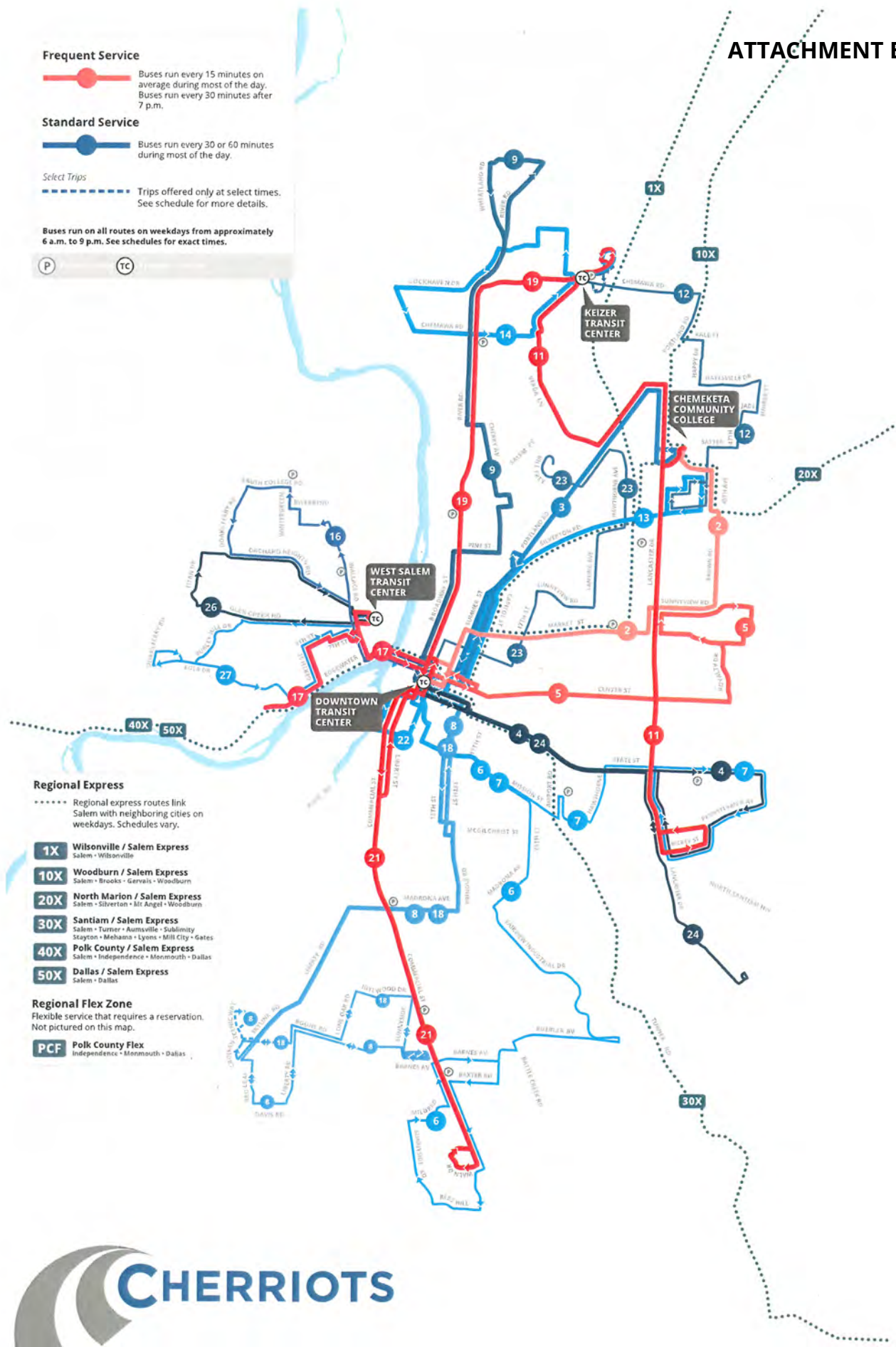
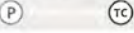
Standard Service

 Buses run every 30 or 60 minutes during most of the day.

Select Trips

 Trips offered only at select times. See schedule for more details.

Buses run on all routes on weekdays from approximately 6 a.m. to 9 p.m. See schedules for exact times.



Regional Express

..... Regional express routes link Salem with neighboring cities on weekdays. Schedules vary.

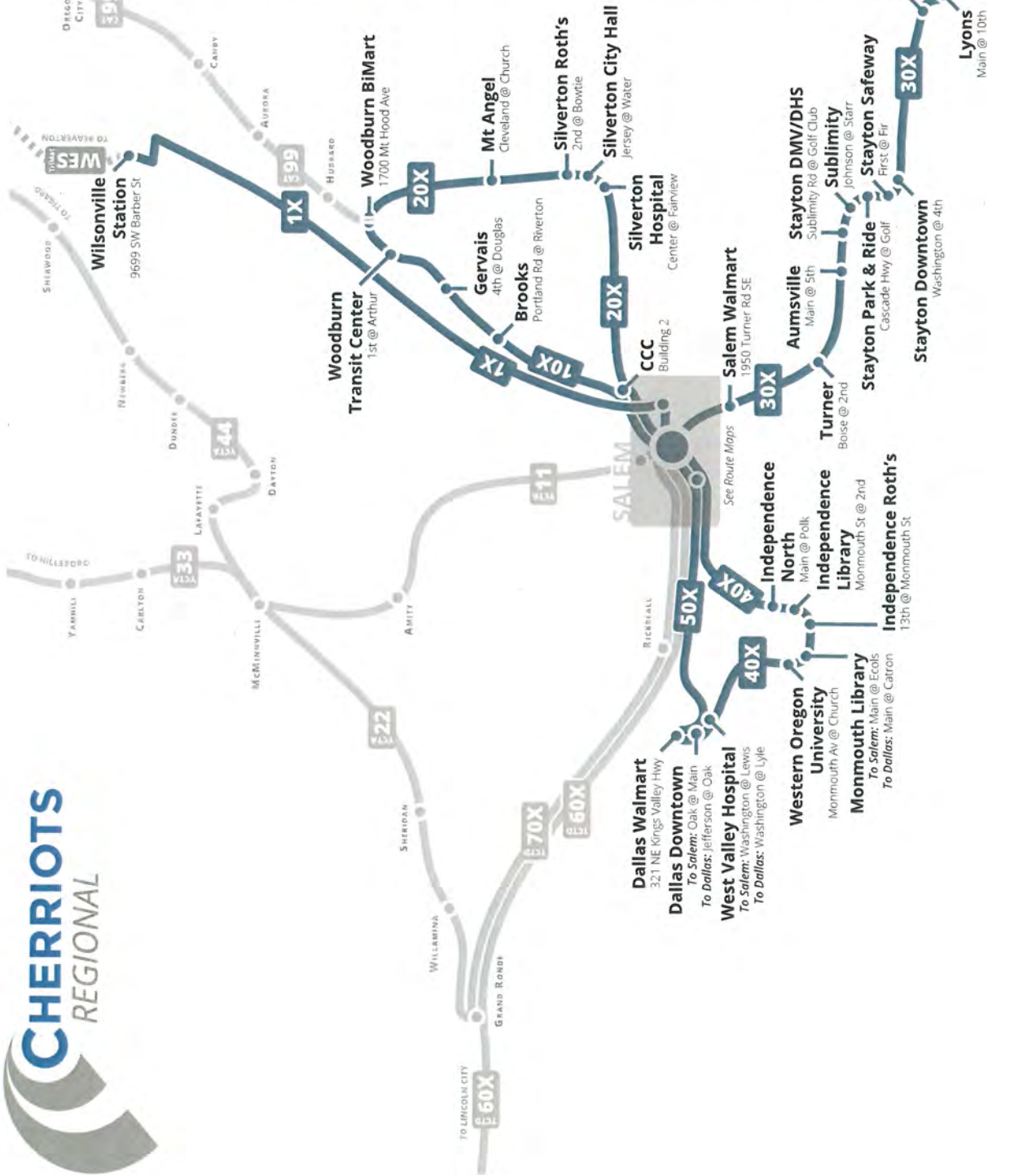
- 1X** Wilsonville / Salem Express
Salem - Wilsonville
- 10X** Woodburn / Salem Express
Salem - Brooks - Gervais - Woodburn
- 20X** North Marion / Salem Express
Salem - Silverton - Mt. Angel - Woodburn
- 30X** Santiam / Salem Express
Salem - Turner - Aumsville - Sublimity - Stayton - Molalla - Lyons - Mill City - Gates
- 40X** Polk County / Salem Express
Salem - Independence - Monmouth - Dallas
- 50X** Dallas / Salem Express
Salem - Dallas

Regional Flex Zone

Flexible service that requires a reservation. Not pictured on this map.

- PCF** Polk County Flex
Independence - Monmouth - Dallas





Cherriots Regional Express

Regional express routes link Salem with neighboring cities on weekdays. Schedules vary.

Cherriots Regional Flex Zone

Call 503-315-5544 to book your trip 24 hours in advance. Not pictured on this map.

PCF Polk County Flex

Independence - Monmouth - Dallas

Neighboring Agencies

A number of neighboring agencies connect with the Cherriots Regional system, as pictured on the map.

- CAT** Canby Area Transit
Connect at Woodburn Bimart
- TriMet** Connect at Wilsonville Station
- YCTA** Yamhill County Transit Area
Connect at West Salem Transit Center
- TCTD** Tillamook County Transit District
Connect at Salem Downtown Transit Center

Salem Amtrak and Greyhound

Additional services serve the Salem Amtrak and Greyhound Stations at 500 13th St. SE. Get there on Cherriots Routes 8 and 18.

- Am** Amtrak
Connect at Salem Amtrak Station
- POINT** Cascades POINT
Connect at Salem Amtrak Station
- Grey** Greyhound
Connect at Salem Greyhound Station





To: Statewide Transportation Improvement Fund Advisory Committee

From: Chris French, Senior Planner

Date: October 15, 2018

Subject: Impacts to Service of Low-Income and Free Youth Fares

At our meeting on October 3rd you requested additional information to help you in your discussion about the fare component of our proposed plan. Below are several tables of information and a narrative to help you with your discussion.

Table 1: Estimated annual financial impact for implementation of a low-income fare and/or a free youth fare program

Service	Low Income	Free Youth	Total
Cherriots Local	\$401,755	\$371,515	\$773,270
Cherriots Regional	\$47,301	\$14,529	\$61,830
Total	\$449,056	\$386,044	\$835,100

Table 2: Estimated annual financial impact for implementation of a low-income fare and/or a reduced youth fare program as proposed below:

- Local: \$0.50 one-ride \$1 day pass \$10 30-day pass
- Regional: \$1 one-ride \$2 day pass \$30 month pass

Service	Low Income	Reduced Youth	Total
Cherriots Local	\$401,755	\$136,813	\$538,568
Cherriots Regional	\$47,301	\$2,096	\$49,397
Total	\$449,056	\$138,909	\$587,965



Potential impact to Cherriots Local and Cherriots Regional Service with a Proposed Low-Income fare

Cherriots Local (\$401,755)

- Reduction of 10% total revenue hours (3,380)
- Reduction of 19% of Saturday revenue hours (3,380); or 35% of Sunday revenue hours (3,380)
- This equates to the equivalent of four 60-minute Saturday routes; or five 60-minute Sunday routes

Cherriots Regional (\$47,301)

- Reduction of 12% total revenue hours
- Reduction of 26% of round trips
- This equates to the equivalent of six round trips on Route 10X/Woodburn-Salem Express

Potential impact to Cherriots Local and Cherriots Regional Service with a Proposed Free Youth Program

Cherriots Local (\$371,515)

The impact would be the same as if you implemented a Low-Income fare.

- Reduction of 8% total revenue hours (2,848)
- Reduction of 16% of Saturday revenue hours (2,848); or 30% of Sunday revenue hours (3,380)
- This equates to the equivalent of four 60-minute Saturday routes; or five 60-minute Sunday routes

Cherriots Regional (\$14,529)

- Reduction of 16% total revenue hours
- Reduction of 9% of round trips
- This equates to the equivalent of two round trips on Route 10X/Woodburn-Salem Express



Potential impact to Cherriots Local and Cherriots Regional Service due to a Proposed Reduced Youth Program as shown below -

- Local: \$0.50 one-ride \$1 day pass \$10 30-day pass
- Regional: \$1 one-ride \$2 day pass \$30 month pass

Cherriots Local (\$136,813)

- Reduction of 3% total revenue hours (1,049)
- Reduction of 6% of Saturday revenue hours (1,049); or 11% of Sunday revenue hours (1,049)
- This equates to the equivalent of two 60-minute Saturday routes; or two 60-minute Sunday routes

Cherriots Regional (\$2,096)

- Reduction of 1% total revenue hours
- Reduction of 5% of round trips
- This equates to the equivalent of one round trip on the 10X/Woodburn-Salem Express

ITEMS TO CONSIDER FOR YOUR DISCUSSION:

- The tradeoff of implementing a low-income fare and/or free or reduced youth fare is a reduction in enhanced service to offset the cost of the fare programs
- During public outreach, adding Saturday service was the most important request, followed by later weekday evening service, and closely behind that was Sunday service
- By implementing one or both of these reduced fare programs, you reduce much needed service to all customers
- Is it better to provide more access to opportunity for all or provide lower fares to a few groups?
- The value of service to provide more access to opportunity will increase while the cost will remain the same.
- The reduced youth fare will make it more affordable for families to travel
- Any proposed fare changes must go through a public input process and board action for an Ordinance change.

STAFF'S RECOMMENDATION (For Committee Discussion):

Implement the reduced youth fare during the initial biennium and defer consideration of a low-income fare implementation until the next application period.

- This will allow for fare relief to all youth especially benefiting low-income households with one or more youth
- It will allow the District to assess what the revenue from STIF program is actually going to be
- It addresses the primary request from the community which is to add service to days and times where there is none now
- It will allow the District to begin the acquisition process of technology to help with the implementation of additional fare options

Policy:	Core Network	Number: 118
Resolution #2017-10 adopted by the SAMTD Board of Directors on 07/27/2017	Effective Date: 07-27-17	Page 1 of 2

118.01 PURPOSE

To establish a Core Network of bus service corridors in Salem and Keizer that represents the highest priority for service run by Salem Area Mass Transit District (SAMTD). The Core Network will ensure riders, residents, developers, businesses, and municipal planning organizations know where SAMTD plans to invest the most in transit service. Routes serving the corridors of the Core Network may change over time, but service along these corridors will be maintained and prioritized, both in the case of service reductions and service expansions.

118.02 APPLICATION

To set guidelines to facilitate the decision making process in the case of future service reductions and service expansions.

118.03 CORRIDORS DEFINED

The following streets define SAMTD's Core Network -

- High St NE, Broadway St NE and River Rd N (*from Union St NE to Lockhaven Dr NE*)
- Lockhaven Dr NE (*from River Rd N to Chemawa Rd NE*)
- Summer St NE, Capitol St NE, Fairgrounds Rd NE, and Portland Rd NE (*from Union St NE to Hayesville Dr NE*)
- Lancaster Dr NE (*from Hayesville Dr NE to Rickey St SE*)
- Market St NE (*from Capitol St NE to Lancaster Dr NE*)
- Center St NE (*from 13th St NE to Lancaster Dr NE*)
- State St (*from 13th St NE to Lancaster Dr NE*)
- Commercial St SE (*from Trade St SE to Kuebler Blvd SE*)
- Liberty St SE (*from Commercial St SE to Trade St SE*)
- Skyline Rd S and Liberty Rd S (*from Madrona Ave S to Kuebler Blvd*)
- Marion and Center Street Bridges (*from Wallace Rd NW to Commercial St NE*)
- Edgewater St NW (*from Eola Dr NW to Gerth St NW*)
- Madrona Ave SE from Commercial St SE to Liberty St S
- Salem's Downtown (*between Front St NE, Union St NE, 13th St NE, and Trade St SE*)

118.04 RULES OF THE CORE NETWORK

1. Corridor Changes

The Core Network corridors cannot be added to or altered without formal action by SAMTD Board of Directors.

Policy:	Core Network	Number: 118
Resolution #2017-10 adopted by the SAMTD Board of Directors on 07/27/2017	Effective Date: 07-27-17	Page 2 of 2

2. Service Priorities

Priority will be given to service on the Core Network on all days of service, with the highest frequency prioritized on these corridors. All Core Network corridors will have service operating with a minimum of 30 minute headways during all hours of weekday service, and a goal of 15 minute headways during peak periods. Weekend and holidays service, will have a minimum of 60 minute headways, and a goal of 30 minute headways for all. The Salem Downtown area will always have service. However, the paths of the buses traveling through this area may change over time as streets change (one-way to two-way, additional bike lanes, etc.)

3. Service Reductions and Expansions

In the event of service reductions and expansions, the Core Network will be prioritized over coverage in other areas of the system.

4. Public Hearing Requirements

SAMTD shall hold a public hearing when any Core Network change is proposed that results in removal or reduction of service in a corridor. The public hearing process must be conducted in accordance with SAMTD Policy 707.04 (A).

5. Implementation of Changes

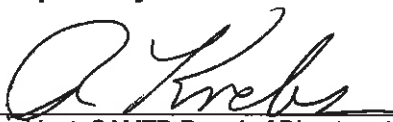
No Core Network removal or reduction shall be instituted until after a public hearing is held and after consideration to views and comments expressed in the hearing is given.

118.05 EXCEPTIONS

There may be exceptions to the above policies for emergency situations such as a long term closure of a section of roadway.

Adopted by:

Date:



July 27, 2017

President, SAMTD Board of Directors / General Manager

Policy: Major Service Changes		Number: 707
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective Date: 05/16/17	Page 1 of 3

707.01 PURPOSE

- A. The purpose of this policy is to establish the definition of a Major Service Change that has a potential disparate impact on minority populations or a potential disproportionate burden on low-income people.
- B. All changes in service which are considered a Major Service Change are subject to a Title VI Equity Analysis prior to Board approval of the service change.

707.02 APPLICATION

All matters related to guide the management of Major Service Changes and the requirement for Disparate Impact or Disproportionate Burden Analyses as is required by Federal regulations contained in 49 USC §5307 (c)(1)(i), Title VI of the Civil Rights Act of 1964, 42 USC §2000d et seq, Federal Transit Laws, 49 USC 53, 49 CFR §1.51, and 49 CFR part 21. See FTA circular 4702.1B dated October 1, 2012 for details.

707.03 DEFINITIONS

A. Major Service Change

- 1. Either a reduction or an expansion in service of:
 - a. 15 percent or more of the number of transit route miles based on the miles of an average round-trip of the route (this includes routing changes where route miles are neither increased nor reduced (i.e., re-routes)), or;

Policy: Major Service Changes		Number: 707
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective Date: 05/16/17	Page 2 of 3

- b. 15 percent or more of a route’s frequency of the service (defined as the average hourly frequency throughout one service day for local fixed routes and as daily round trips for regional express routes) on a daily basis for the day of the week for which a change is made or;
 - c. 15 percent in the span (hours) of a route’s revenue service (defined as the time between the first served stop of the day and the last stop), on a daily basis for the day of the week for which a change is made;
2. A transit route split where either of the new routes meet any of the above thresholds when compared to the corresponding piece of the former route.
 3. A new transit route is established.

A Major Service Change occurs whether the above thresholds are met:

1. Within a single service proposal, or;
2. Due to a cumulative effect of routing, frequency, or span changes over the year prior to the analysis.

707.04

GENERAL RULE

A. Public Hearing Requirements

1. SAMTD shall hold a public hearing when any Major Service Change proposed that results in a decrease in service. Notice must be published in a general circulation newspaper. In addition, notice will

Policy: Major Service Changes		Number: 707
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective Date: 05/16/17	Page 3 of 3

be placed in newspapers, publications, or websites that are oriented to specific groups or neighborhoods that may be affected by the proposed Major Service Change. The notice must be published at least 30 days prior to the hearing. The notice must contain a description of the proposed service reduction, and the date, time, and place of the hearing.

707.05

EXCEPTIONS

The following service changes are exempt:

1. Standard seasonal variations in service are not considered Major Service Changes.
2. In an emergency situation, a service change may be implemented immediately without Disparate Impact or Disproportionate Burden Analyses being completed. These analyses will be completed if the emergency change is to be in effect for more than twelve months and if the change(s) meet the definition of a Major Service Change. Examples of emergency service changes include but are not limited to those made because of the collapse of a bridge over which bus routes cross, major road or rail construction, or inadequate supplies of fuel.
3. Experimental service changes may be implemented by SAMTD for twelve months or less in order to test certain markets, new modes of transit service, etc.

Approved By:



 General Manager



 Effective Date





To: Board of Directors

From: Chris French, Senior Planner
Steve Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: October 25, 2018

Subject: Acceptance of the STIF Advisory Committee's recommendation to submit the STIF Plan

ISSUE

Shall the Board accept the Statewide Transportation Improvement Fund Advisory Committee's recommendation for funding of the STIF Plan as documented in this memo?

BACKGROUND AND FINDINGS

The Cherriots Board of Directors formed the Statewide Transportation Improvement Fund Advisory Committee (STIFAC) pursuant to Oregon law for the purpose of advising and assisting the District in carrying out the purposes of the Statewide Transportation Improvement Fund (STIF). The STIF was created with the passage of House Bill 2017 in the 2017 Legislative Session.

Section 122 of House Bill 2017 provides statewide funding for public transportation service. Proceeds from the payroll tax will be deposited into the STIF. The Oregon Department of Revenue began assessing the tax July 1, 2018. The Oregon Department of Transportation (ODOT) will implement the Formula Fund program with 90 percent of these revenues distributed by formula to Qualified Entities. There are no match requirements for STIF Formula Funds.

Public Transportation Service Providers may receive STIF Formula Funds by requesting them through a Qualified Entity. A Public Transportation Service Provider (PTSP) is a city, county, Special District, Intergovernmental Entity or any other political subdivision or municipality or Public Corporation that provides Public Transportation Services. Under statute, non-profit public transportation providers are not eligible to apply for

or receive STIF moneys through Qualified Entities (QE), but may provide public transportation services as a vendor or contractor to either a Qualified Entity or a PTSP.

The STIFAC will prioritize and recommend projects that will go to the Board of Directors for approval. The District is the designated Qualified Entity for STIF monies received for PTSPs in Marion and Polk Counties. The PTSPs include Cherriots Local, Cherriots Regional, Woodburn Transit, and Silverton's Silver Trolley. The STIFAC may also advise the District Board regarding opportunities to coordinate STIF-funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service. The STIFAC will review the proposal on October 15, 2018 and will make a formal recommendation to the Board at their October 25, 2018 meeting.

Eligible Projects

STIF funding may be used to finance investments and improvements in public transportation services, except for light rail capital expenses. STIF may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of public transportation programs including, but not limited to the following:

- Creation of new systems and services with origins, destinations or stops in Oregon;
- Maintenance or continuation of systems and services, under certain circumstances; and
- Planning for and development of a Local Plan or future STIF Plan to improve public transportation service.

STIF moneys are primarily intended to fund the expansion or improvement of public transportation in Oregon, and priority will be given to plans that improve or expand services.

According to the ODOT STIF fund website, "the majority of funding in this first funding cycle will be directed to improve or expand service. However, as services improve and expand, ongoing costs associated with operation and maintenance of the expansion will increase. OAR 732-040-0010(2)(b), which specifies that STIF funds may be used to maintain or continue systems and services, is directed to future scenarios where a Qualified Entity has expanded service by using STIF moneys and now needs to maintain that expansion. This section may also govern instances where one-time funds are no longer available (e.g., federal one-time discretionary funds, federal ARRA grant funds). STIF moneys are not intended to supplant local funding sources to maintain existing services. A STIF Plan that proposes to use STIF funding to replace local funding to maintain an existing service may result in denial of the funding request."

Cherriots Supporting Plans for Expanded Service

As part of the STIF rules all project that are proposed must identify the Local Plan(s) from which each Project was derived and identification of the board, council, commission, or other governing body which approved the Local Plan.

- Salem-Keizer Transit Comprehensive System Analysis
 - Adopted December 16, 2013 Cherriots Board of Directors
- Route Profiles Appendix - Salem-Keizer Transit CSA – 2014
 - Adopted December 16, 2013 Cherriots Board of Directors
- Salem-Keizer Transit Comprehensive Service Analysis - Final Report
 - Adopted June 26, 2014 Cherriots Board of Directors
- Vol. II of a Regional Transit Plan
 - Adopted February 25, 2016 Cherriots Board of Directors
- Coordinated Public Transit - Human Services Transportation Plan
 - Adopted August 25, 2016 Cherriots Board of Directors
- Cherriots 2017 Needs Assessment Report
 - Adopted December 14, 2017 Cherriots Board of Directors
- Woodburn Transit Plan Update
 - Adopted November 8, 2010 Woodburn City Council
- Silverton TSP
 - Adopted November 8, 2010 Silverton City Council

Cherriots as the Qualified Entity

As the QE, Cherriots is responsible for submitting the application for the STIF formula funds, which is due to the ODOT Rail and Public Transportation Division by November 1, 2018. ODOT has provided an estimate of available revenues for 2019-2021. These funds are split by year, and by in-district and out-of-district for Marion and Polk Counties. In-district revenues are for use within the Salem-Keizer Urban Growth Boundary (UGB) which is the Salem Area Mass Transit District service area, Out-of-district revenues are to provide service outside the QE's service boundary. The application for the out-of-district funds will be divided between Cherriots Regional, City of Woodburn, City of Silverton, and Cherriots Local. Staff worked with the PTSPs to develop how the out-of-district moneys will be used and divided. ODOT requires two plans from the QE for each fiscal year; one at 100% expected tax revenue, and one at 130% expected tax revenue. **Table 1 and 2** Show the estimated revenues.

Table 1. **ODOT Expected Tax Revenues 100% Estimates**

Year	In District	Out of District To In District	Woodburn	Silverton	Cherriots Regional
2019	\$1,962,000	\$234,015	\$155,812	\$58,689	\$328,484
2020	\$4,455,000	\$514,377	\$353,728	\$133,238	\$722,024
2021	\$5,039,000	\$582,060	\$399,854	\$150,612	\$817,029

Table 2. **ODOT Expected Tax Revenues 130% Estimates**

Year	In District	Out of District To In District	Woodburn	Silverton	Cherriots Regional
2019	\$2,550,600	\$304,220	\$202,555	\$76,296	\$427,029
2020	\$5,791,500	\$668,690	\$459,846	\$173,209	\$939,740
2021	\$6,550,700	\$756,678	\$519,811	\$195,796	\$1,063,281

Cherriots Local

The backbone of the Cherriots Local STIF plan consists of major service improvements to our system. The focal point of these improvements is the return of Saturday service. Within the STIF plan Cherriots is to also provide extended evening service, Sunday service, and holiday service.

The 2019 funds for local service will be used for startup. The expanded service will require the hiring and training of new staff in order to start the new service in September of 2019. The remaining funds from 2019 will be used to create a reserve fund to ensure the viability of the service in the years to come. This decision is to protect the viability of the new service during periods of economic decline.

Six scenarios were developed for the in-district funds available for fiscal years 2019-2021. Two plans for each Fiscal Year were developed (100% plan and 130% plan).

- **Table 3** shows the proposed projects and the cost of each by year this includes the 100% and 130% break downs.
- **Tables 4 -7** are the proposed service for 2020-2021 based on the funds available. **Table 8** shows the number of revenue hours that will be added based the proposals for 2020 -2021.
- **Attachment A** includes maps of the proposed service levels for each scenario by year and percentage.

Table 3. STIF Funds Project List by Year and Percent for Local Service

	2019		2020		2021	
Cherriots Local	100% Plan	130% Plan	100% Plan	130% Plan	100% Plan	130% Plan
ODOT Funds Forecast	\$2,196,015	\$2,854,820	\$4,897,598	\$6,366,877	\$5,539,602	\$7,201,483
Saturday Service			\$2,377,190	\$2,803,110	\$2,464,479	\$2,910,771
Extended evenings			\$741,608	\$741,608	\$768,839	\$768,839
Sunday Service			\$1,256,103	\$1,664,672	\$1,302,226	\$2,235,652
Start up for extended service	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$0
Route maintenance			\$230,114	\$394,481	\$238,563	\$408,966
Holiday Service			\$155,358	\$198,528	\$164,520	\$282,289
LIFT Service			\$398,576	\$398,576	\$404,718	\$404,718
Youth Fare Program			\$136,813	\$136,813	\$140,917	\$140,917
Reserves	\$1,196,015.	\$1,854,820	\$0	\$29,089	\$55,339	\$49,331
Remaining Funds	\$0	\$0	-\$398,164	\$0	\$0	\$0

Table Key:

No added service or no change to current service
Added service from the 100% plans

Table 4. Cherriots Local Service Plan 100% 2020

Local Routes	Saturday	Sunday/ Holiday	Evenings
2	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
3	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
4	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
5	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
6	6am - 9pm 60min	No Service	No change
7	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
8	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
9	6am - 9pm 60min	7am - 8pm 60min	No change
11	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
12	No Service	No Service	No change
13	6am - 9pm 60min	No Service	10pm-11pm 60min
14	No Service	No Service	No change
16	6am - 9pm 60min	No Service	No change
17	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
18	6am - 9pm 60min	No Service	10pm-11pm 60min
19	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
21	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
22	No Service	No Service	No change
23	No Service	No Service	No change
26	No Service	No Service	No change
27	No Service	No Service	No change

Table 5. Cherriots Local Service plan 130% 2020

Local Routes	Saturday	Sunday/ Holiday	Evenings
2	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
3	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
4	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
5	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
6	6am - 9pm 30min	7am - 8pm 60min	No change
7	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
8	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
9	6am - 9pm 60min	7am - 8pm 60min	No change
11	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
12	6am - 9pm 60min	No Service	No change
13	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
14	6am - 9pm 60min	No Service	No change
16	6am - 9pm 60min	7am - 8pm 60min	No change
17	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
18	6am - 9pm 60min	No Service	10pm-11pm 60min
19	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
21	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
22	6am - 9pm 60min	No Service	No change
23	6am - 9pm 60min	No Service	No change
26	6am - 9pm 60min	No Service	No change
27	6am - 9pm 60min	No Service	No change

Table 6. **Cherriots Local Service Plan 100% 2021**

Local Routes	Saturday	Sunday/ Holiday	Evenings
2	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
3	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
4	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
5	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
6	6am - 9pm 60min	No Service	No change
7	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
8	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
9	6am - 9pm 60min	7am - 8pm 60min	No change
11	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
12	No Service	No Service	No change
13	6am - 9pm 60min	No Service	10pm-11pm 60min
14	No Service	No Service	No change
16	6am - 9pm 60min	No Service	No change
17	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
18	6am - 9pm 60min	No Service	10pm-11pm 60min
19	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
21	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
22	No Service	No Service	No change
23	No Service	No Service	No change
26	No Service	No Service	No change
27	No Service	No Service	No change

Table 7. Cherriots Local Service Plan 130% 2021

Local Routes	Saturday	Sunday/ Holiday	Evenings
2	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
3	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
4	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
5	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
6	6am - 9pm 30min	7am - 8pm 60min	No change
7	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
8	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
9	6am - 9pm 60min	7am - 8pm 60min	No change
11	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 30min
12	6am - 9pm 60min	7am - 8pm 60min	No change
13	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
14	6am - 9pm 60min	7am - 8pm 30min	No change
16	6am - 9pm 60min	7am - 8pm 60min	No change
17	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
18	6am - 9pm 60min	7am - 8pm 60min	10pm-11pm 60min
19	6am - 9pm 30min	7am - 8pm 30min	10pm-11pm 60min
21	6am - 9pm 30min	7am - 8pm 60min	10pm-11pm 60min
22	6am - 9pm 60min	7am - 8pm 60min	No change
23	6am - 9pm 60min	7am - 8pm 60min	No change
26	6am - 9pm 60min	7am - 8pm 60min	No change
27	6am - 9pm 60min	7am - 8pm 60min	No change

Table 8. Cherriots Local Service Plan Revenue Hour Increase

Service Expansion	2020 100% Revenue Hour Totals	2020 130% Revenue Hour Totals	2021 100% Revenue Hour Totals	2021 130% Revenue Hour Totals
Weekend Service	27852	34249	27852	38054
Extended Evenings	5685	5685	5685	5685
Holidays	1112	1421	1112	1908

Cherriots Regional

The Cherriots Regional system will receive enhanced service with the incoming STIF funds.

- o **Table 9** shows the proposed projects and the cost of each by year to include the 100% and 130% break downs.
- o **Tables 10-13** below show the planned service enhancements by year and by percent funding available (100% or 130% of predicted allocation).
- o **Table 14** shows the number of revenue hours that will be added based the regional proposals for 2020 -2021.
- o In **Attachment B** are maps of the proposed service levels for each scenario by year and percentage.

Table 9. . **STIF Funds Project List by Year and Percent for Regional Service**

Cherriots Regional	2019		2020		2021	
	100% Plan	130% Plan	100% Plan	130% Plan	100% Plan	130% Plan
Total Regional (forecast from ODOT)	\$328,484	\$427,029	\$746,337	\$970,238	\$844,151	\$1,097,397
Cherriots Regional Saturday Contracted			\$150,915	\$150,915	\$153,241	\$153,241
Cherriots Regional Weekday Contracted			\$227,486	\$455,058	\$344,401	\$574,698
Cherriots Regional Holiday Contracted			\$0	\$0	\$0	\$19,488
B Class Bus	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000
Cherriots Local/Regional Saturday			\$26,612	\$26,612	\$27,589	\$27,589
Cherriots Local/Regional Weekday			\$61,572	\$61,572	\$63,833	\$63,833
Cherriots Local/Regional Holiday			\$0	\$0	\$0	\$3,483
Startup Cost	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Youth Fare			\$2,096	\$2,096	\$2,159	\$2,159
Reserves	\$8,484	\$107,029	\$57,655	\$53,984	\$32,928	\$32,906
Transfer to Capitol Fund						
Remaining funds	\$0	\$0	\$0	\$0	\$0	\$0

Table 10. **Cherriots Regional Planned Service Enhancements - 100% 2020**

Regional Routes	Weekday	Saturday	Sunday/ Holiday
1X	+1 Round trip	2 Round trips	N/A
10X	+2 Round trips	4 Round trips	N/A
20X	N/A	4 Round trips	N/A
30X	N/A	2 Gates Round trips	N/A
40X	+2 Round trips	4 Round trips	N/A
50X	+2 Round trips	N/A	N/A
80X	N/A	N/A	N/A
PCF	N/A	N/A	N/A

Table 11. **Cherriots Regional Planned Service Enhancements - 130% 2020**

Regional Routes	Weekday	Saturday	Sunday/ Holiday
1X	+1 Round trip	2 Round trips	N/A
10X	+2 Round trips	4 Round trips	N/A
20X	N/A	4 Round trips	N/A
30X	N/A	2 Gates Round trips	N/A
40X	+3 Round trips	4 Round trips	N/A
50X	+2 Round trips	N/A	N/A
80X	+5 Round Trips	N/A	N/A
PCF	+1 Round trip	N/A	N/A

Table 12. **Cherriots Regional Planned Service Enhancements - 100% 2021**

Regional Routes	Weekday	Saturday	Sunday/ Holiday
1X	+1 Round trip	2 Round trips	N/A
10X	+2 Round trips	4 Round trips	N/A
20X	N/A	4 Round trips	N/A
30X	+1 Stayton Round Trip	2 Gates Round trips	N/A
40X	+3 Round trips	4 Round trips	N/A
50X	+2 Round trips	N/A	N/A
80X	N/A	N/A	N/A
PCF	N/A	N/A	N/A

Table 13. **Cherriots Regional Planned Service Enhancements - 130% 2021**

Regional Routes	Weekday	Saturday	Holiday
1X	+1 Round trip	2 Round trips	2 RT (6 holidays)
10X	+2 Round trips	4 Round trips	4 RT (6 holidays)
20X	N/A	4 Round trips	4 RT (6 holidays)
30X	+1 Stayton Round Trip	2 Gates & 2 Stayton Round trips	2 Gates & 2 Stayton RT (6 holidays)
40X	+4 Round trips	4 Round trips	4 RT (6 holidays)
50X	+3 Round trips	N/A	N/A
80X	+5 Round Trips	N/A	N/A
PCF	+1 Round trip	N/A	N/A

Table 14. **Cherriots Regional Additional Revenue Hours**

Service Expansion	2020 100% Revenue Hour Totals	2020 130% Revenue Hour Totals	2021 100% Revenue Hour Totals	2021 130% Revenue Hour Totals
Weekend	1762	1762	1762	1942
Weekday	2656	5313	3960	6608
Holidays	0	0	0	224

Cherriots Fares

The Cherriots fare structure has not changed since January 2015. Some changes are proposed to coincide with the service enhancements planned to begin in September, 2019. These changes propose a lower fare to youth ages 6-18, simplify the Cherriots Regional fare structure, and establish a universal day pass that will allow passengers to ride all Cherriots services for one low price of \$5.00.

Table 15 provides details of each fare category and the change from the current rates to the proposed July, 2019 rates. **RED** indicates a drop in price and **GREEN** indicates an increase in fare. The approval of the fare structure will go through the District's ordinance process for the board to formally adopt the proposed fare changes.

Table 15. **Current and Proposed (July, 2019) Fares**

		Current Fare	Proposed Fare
CHERRIOTS LOCAL			
One-ride	Full	\$1.60	\$1.60
	Reduced	\$0.80	\$0.80
	Youth (6-18)	\$0.80	\$0.50
Day pass	Full	\$3.25	\$3.25
	Reduced	\$1.50	\$1.50
	Youth (6-18)	\$1.50	\$1.00
30-day pass	Full	\$45.00	\$45.00
	Reduced	\$22.50	\$22.50
	Youth (6-18)	\$22.50	\$10.00
Summer youth pass	Youth (6-18)	\$40.00	\$25.00
Annual pass	Full	\$540.00	\$540.00
	Reduced	\$270.00	\$270.00
	Youth (6-18)	\$270.00	\$151.00
CHERRIOTS REGIONAL <i>(excluding Route 1X)</i>			
One-ride	Full	\$2.25	\$2.50
	Reduced	\$1.50	\$1.25
	Youth (6-18)	\$1.50	\$1.00
Day pass	Full	\$4.50	Discontinued
	Reduced	\$3.00	Discontinued
	Youth (6-18)	\$3.00	Discontinued
Month pass	Full	\$60.00	Discontinued
	Reduced	\$30.00	Discontinued
	Youth (6-18)	\$30.00	Discontinued

		Current Fare	Proposed Fare
CHERRIOTS ROUTE 1X			
One-ride	Full	\$3.00	\$2.50
	Reduced	\$1.50	\$1.25
	Youth (6-18)	\$1.50	\$1.00
CHERRIOTS UNIVERSAL			
Day pass	Full	N/A	\$5.00
	Reduced	N/A	\$2.50
	Youth (6-18)	N/A	\$2.00
Month pass	Full	\$85.00	\$75.00
	Reduced	\$42.50	\$37.50
	Youth (6-18)	\$42.50	\$30.00
CHERRIOTS LIFT			
One-ride	Full	\$3.20	\$3.20
CHERRIOTS SHOP AND RIDE DAR			
One-ride	Full	\$3.20	\$3.20
10-ride	Full	\$32	\$32
CHERRIOTS SHOP AND RIDE SS			
One-ride	Full	\$1.25	\$1.25
10-ride	Full	\$12.50	\$12.50

City of Woodburn

The City of Woodburn operates fixed-route and dial-a-ride transit services five days a week within its city boundaries. Some non-emergent medical trips go outside to hospitals in other regions. The City is proposing seven projects to improve transit to their residents.

Table 16 shows the proposed projects and the cost of each by year; this includes the 100% and 130% break downs.

Table 16. **STIF Funds Project List by Year and Percent for Woodburn Service**

	2019		2020		2021	
	100% Plan	130% Plan	100% Plan	130% Plan	100% Plan	130% Plan
Total Woodburn Forecast	\$ 155,812	\$ 202,555	\$ 353,728	\$ 459,846	\$ 399,854	\$ 519,811
Transfers to Capital Fund		\$ 46,744	\$ 110,000	\$ 182,118	\$ 130,000	\$ 213,956
Vehicle Purchase 1	\$ 125,000	\$ 125,000				
Weekend Service			\$ 60,000	\$ 60,000	\$ 65,000	\$ 65,000
Expanded Fixed Route			\$ 160,000	\$ 160,000	\$ 170,000	\$ 170,000
Weekend Expanded Fixed Route				\$ 34,000	\$ 36,000	\$ 36,000
TOTAL EXPENDITURES	\$ 125,000	\$ 125,000	\$ 220,000	\$ 254,000	\$ 271,000	\$ 271,000
Add to Reserves	\$ 30,812	\$ 30,811	\$ 23,728	\$ 23,728	\$ 34,854	\$ 34,854
OPERATING FUND BALANCE	\$ 30,812	\$ 30,811	\$ 54,540	\$ 54,539	\$ 53,394	\$ 89,394
Capital Fund						
	2019		2020		2021	
	100% Plan	130% Plan	100% Plan	130% Plan	100% Plan	130% Plan
Transfers In		\$ 46,744	\$ 110,000	\$ 182,118	\$ 130,000	\$ 213,956
Vehicle Purchase 2					\$ 240,000	\$ 240,000
Vehicle Purchase 3						\$ 202,818
CAPITAL FUND BALANCE	\$ -	\$ 46,744	\$ 110,000	\$ 228,862	\$ -	\$ -

City of Silverton

The City of Silverton operates a dial-a-ride transit service five days a week called the Silver Trolley. They have applied for STIF funds in order to expand this service, market it to a wider audience, and to provide for a permanent coordinator/driver position.

Table 17 shows the proposed projects and the cost of each by year this includes the 100% and 130% break downs.

Table 17. **STIF Funds Project List by Year and Percent for Silverton Service**

Silverton	2019		2020		2021	
	100% Plan	130% Plan	100% Plan	130% Plan	100% Plan	130% Plan
Total Silverton (forecast from ODOT) Based on agreed upon split	\$58,689	\$76,296	\$133,238	\$173,209	\$150,612	\$195,796
Added Silver Trolley Hours			\$37,000	\$37,000	\$38,110	\$38,110
Silver Trolley driver/coordinator			\$50,000	\$50,000	\$51,500	\$51,500
Market Silver trolley Service			\$3,000	\$3,000	\$3,090	\$3,090
City of Silverton Transit Study	\$50,000	\$50,000	\$25,000	\$50,000	\$0	\$0
Reserves	\$5,869	\$7,630	\$13,324	\$17,321	\$15,061	\$19,580
Carry Forward to next Biennium	\$2,820	\$18,666	\$4,914	\$15,888	\$42,851	\$83,516

Cherriots Remaining Unmet Need

<ul style="list-style-type: none"> • Current Local routes not operating 7 day a week at the 2021 130% plan <ul style="list-style-type: none"> ○ 6 Fairview Industrial ○ 9 Cherry / River Road ○ 12 Hayesville Drive ○ 14 Windsor Island Road ○ 16 Wallace Road ○ 22 Library Loop ○ 23 Lansing / Hawthorne ○ 26 Glen Creek / Orchard Heights ○ 27 Glen Creek / Eola 	<ul style="list-style-type: none"> • Expanded coverage <ul style="list-style-type: none"> ○ West Salem ○ D Street ○ Walmart on Turner Road ○ Fisher Road ○ River Road South ○ South Salem • Additional cities <ul style="list-style-type: none"> ○ Portland ○ Albany ○ Small cities in Marion and Polk counties with no current service • More shelters and seating • Fare changes and additional payment options such as <i>eFare</i>
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FINANCIAL IMPACT

All of the proposed additions of service made possible by HB2017 have a cost, but will also be fully funded by the STIF funding. The summary of these costs are identified in the following paragraphs.

Cherriots Local System - The total costs for implementing the service plans, detailed above, range (100% and 130% over three years) from \$2,196,015 to \$7,201,483 depending on the year and the percent funding level. The low end amount represents the cost for the 100% service plan for Cherriots Local in 2019. The high end is the cost for the 130% plan for Cherriots Local in 2021.

Cherriots Regional System - The total cost of the additional service added ranges from \$328,484 to \$1,097,397. Similar to the Local system estimate, the low number represents the cost for the 100% service plan for Cherriots Regional in 2019. The high end number is the cost for the 130% plan for Cherriots Regional in 2021.

City Of Woodburn System - The total cost of the additional service added ranges from \$155,812 to \$519,811. Similar to the Local system estimate, the low number represents the cost for the 100% service plan for Cherriots Regional in 2019. The high end number is the cost for the 130% plan for Cherriots Regional in 2021.

City Of Silverton System - The total cost of the additional service added ranges from \$58,689 to \$195, 796. Similar to the Local system estimate, the low number represents the cost for the 100% service plan for Cherriots Regional in 2019. The high end number is the cost for the 130% plan for Cherriots Regional in 2021.

RECOMMENDATION

That the STIF Advisory Committee move to approve the proposed STIF Plan; and that the STIFAC recommends that the Board approves the STIF Plan as presented; and direct the General Manager to submit the STIF Plan Application to ODOT by the November 1, 2018 deadline.

PROPOSED MOTION

I move that the Board accept the recommendation of the STIF Advisory Committee to approve the STIF Plan as presented; and direct the General Manager to submit the STIF Plan Application to ODOT by the November 1, 2018 deadline.




Cherriots Local | Saturday Service
(6 a.m. - 9 p.m.)


Fiscal Year 2020 - 100% Plan*

July 1, 2019 - June 30, 2020

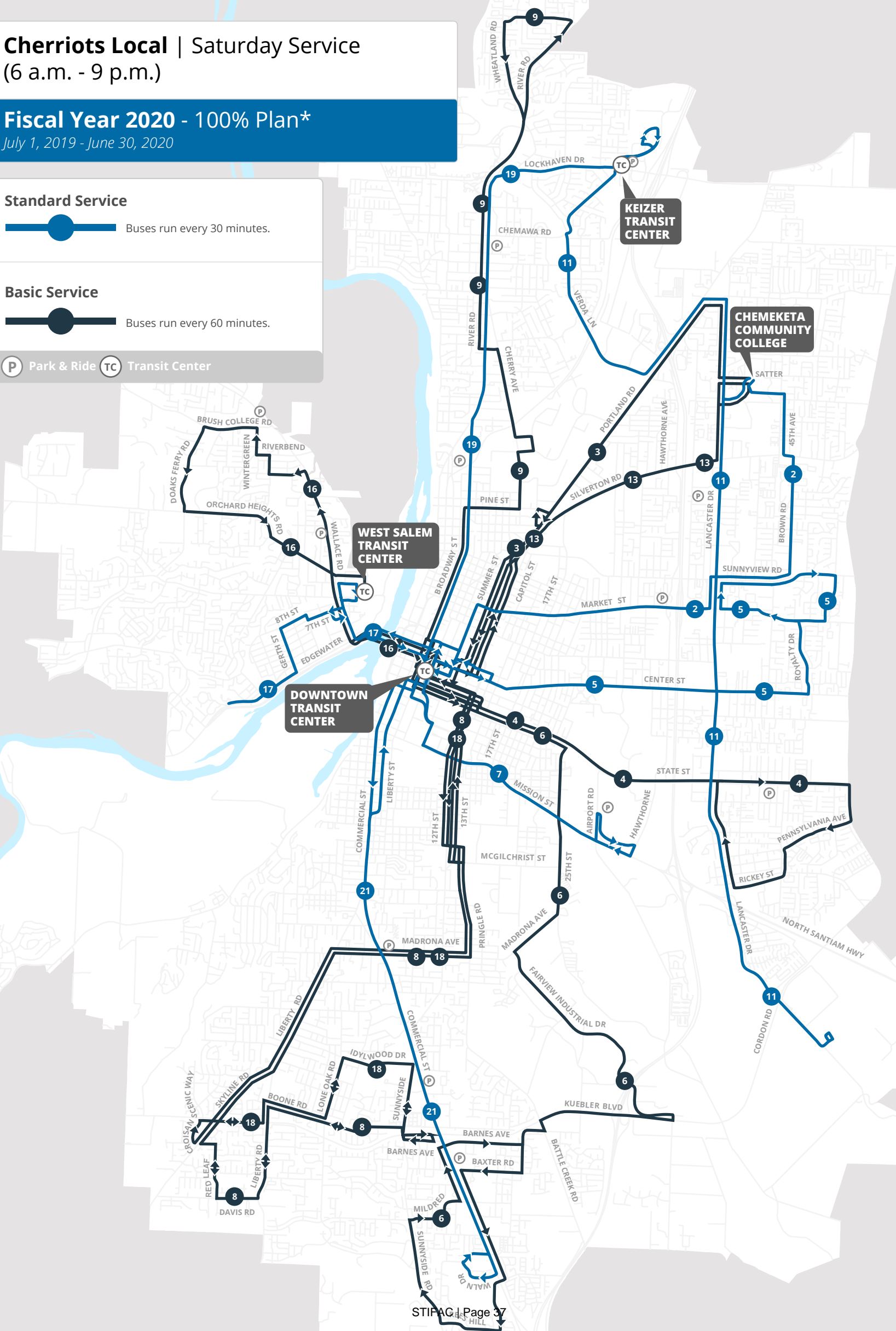
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Local | Sunday / Holiday Service (7 a.m. - 8 p.m.)


Fiscal Year 2020 - 100% Plan*

July 1, 2019 - June 30, 2020

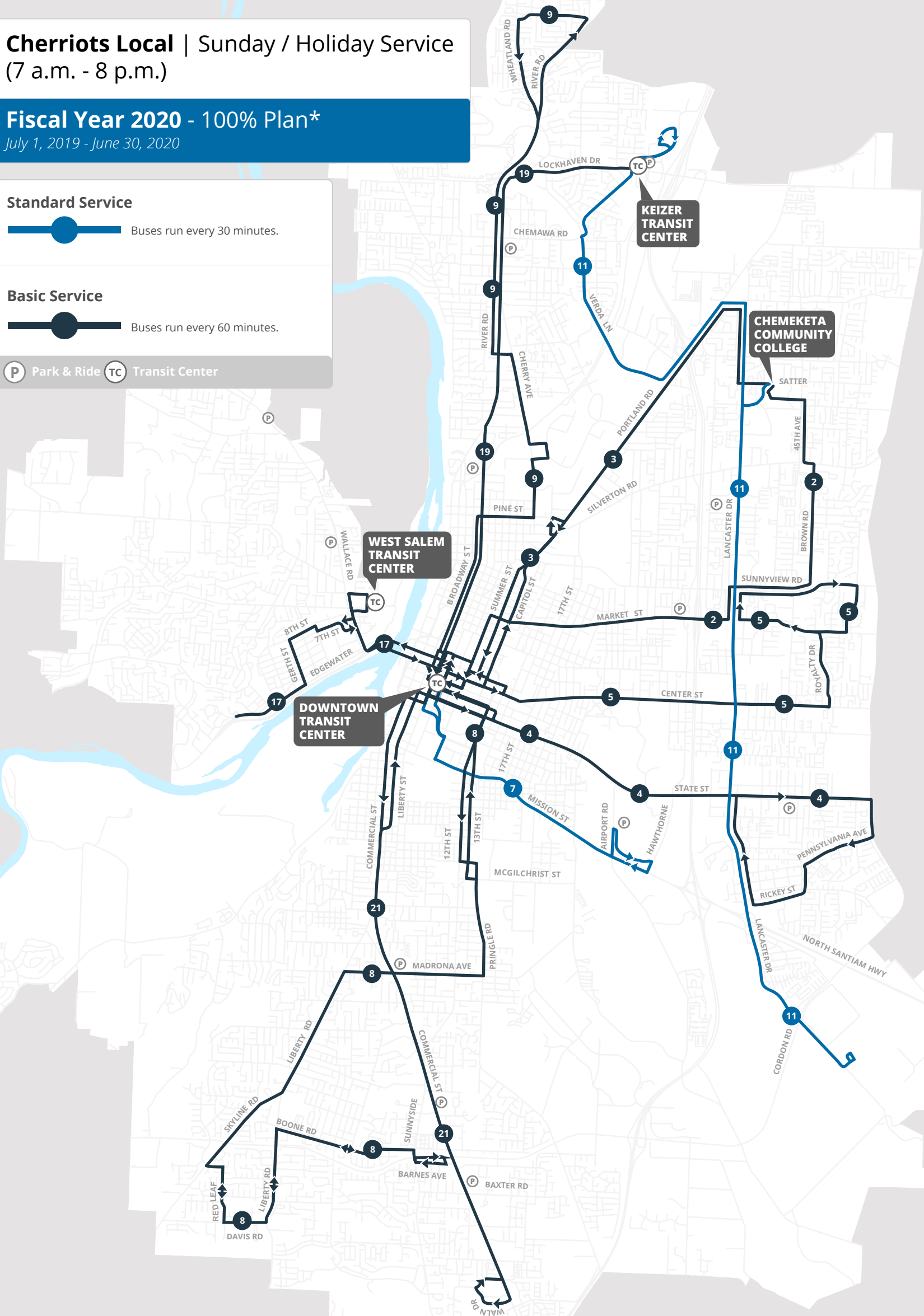
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Local | Weekday Evening Service (10 p.m. - 11 p.m.)


Fiscal Year 2020 - 100% Plan*

July 1, 2019 - June 30, 2020

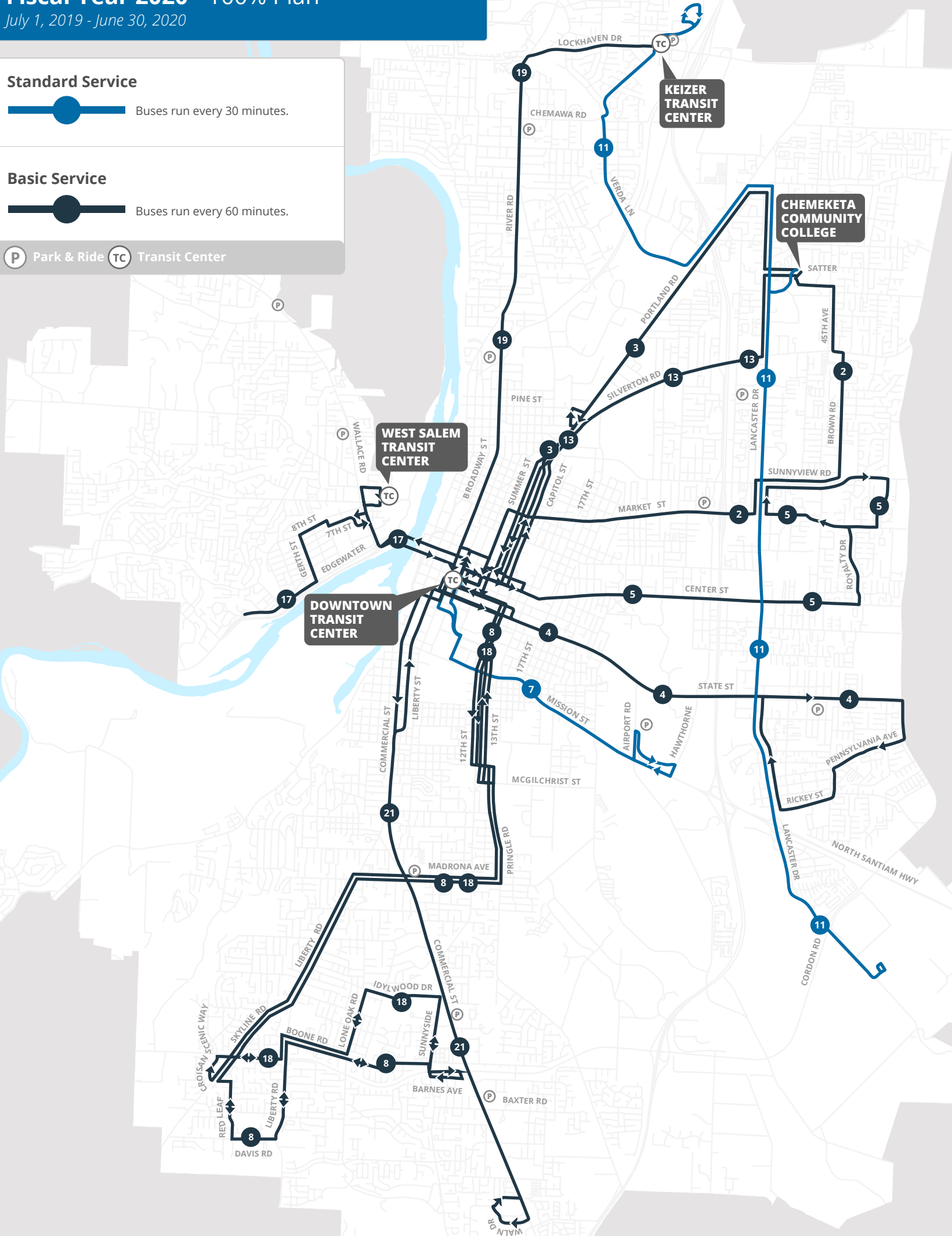
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.


Cherriots Local | Saturday Service
(6 a.m. - 9 p.m.)

Fiscal Year 2020 - 130% Plan*
July 1, 2019 - June 30, 2020

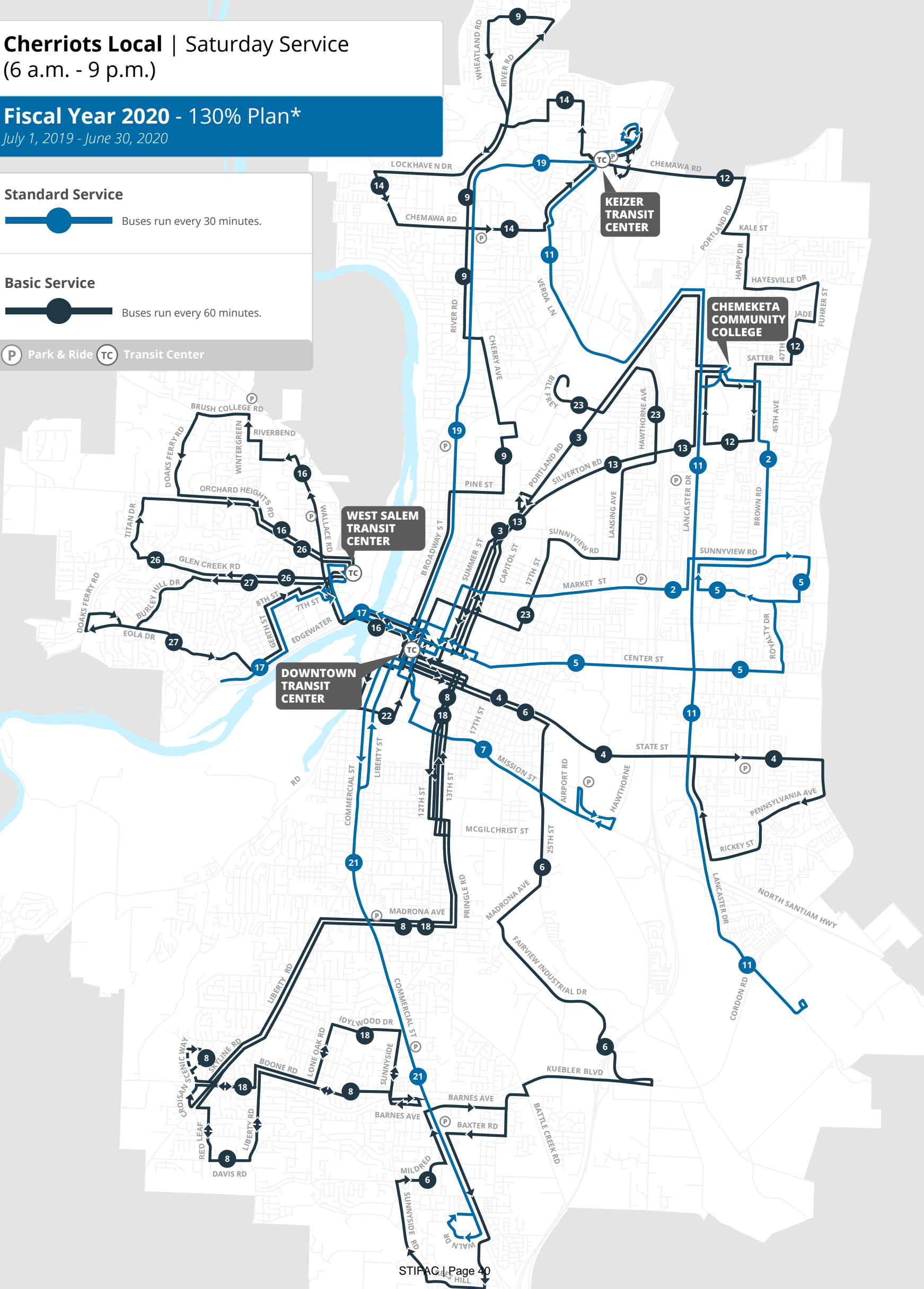
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Local | Sunday / Holiday Service
(7 a.m. - 8 p.m.)


Fiscal Year 2020 - 130% Plan*

July 1, 2019 - June 30, 2020

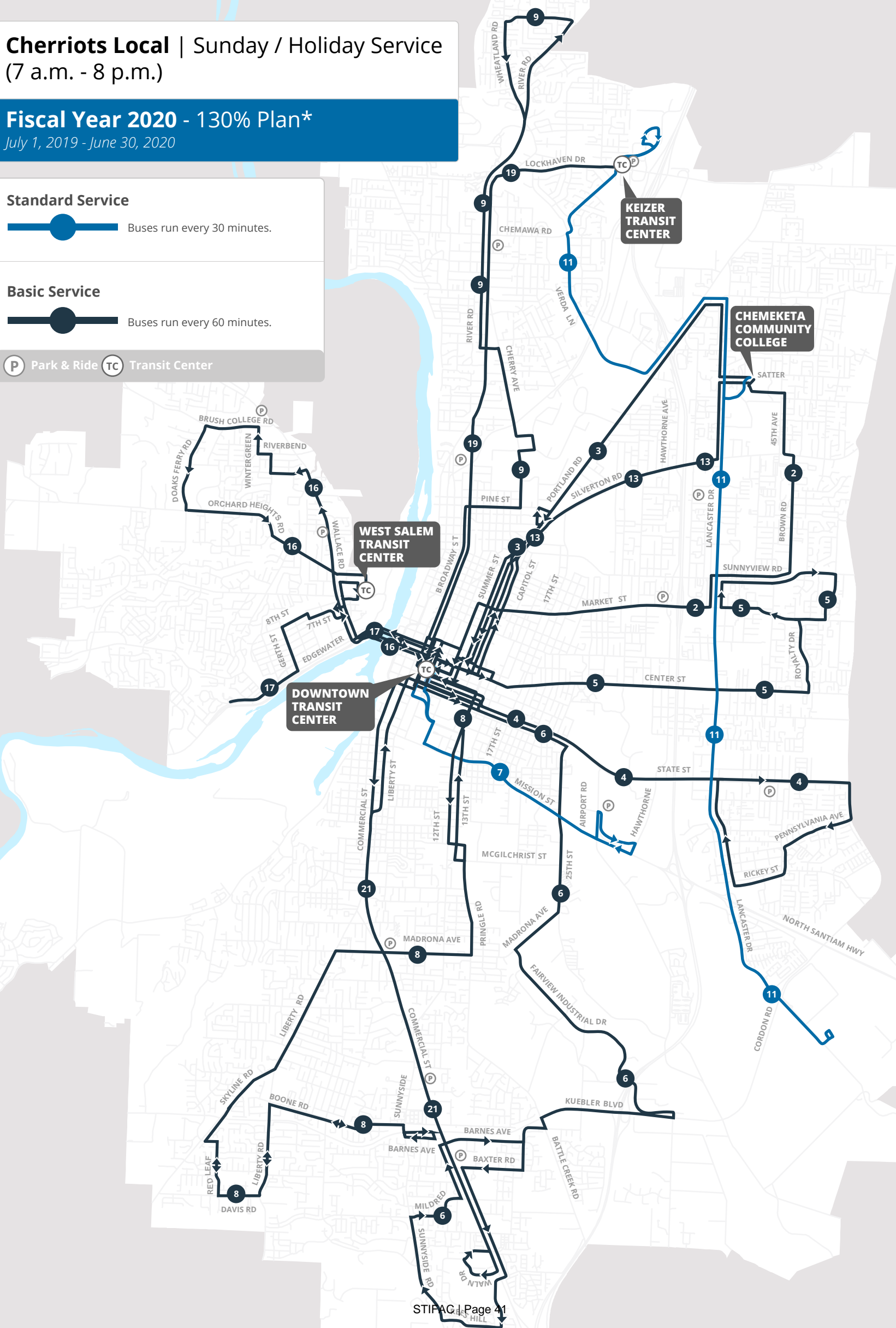
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Local | Weekday Evening Service (10 p.m. - 11 p.m.)

Fiscal Year 2020 - 130% Plan*

July 1, 2019 - June 30, 2020

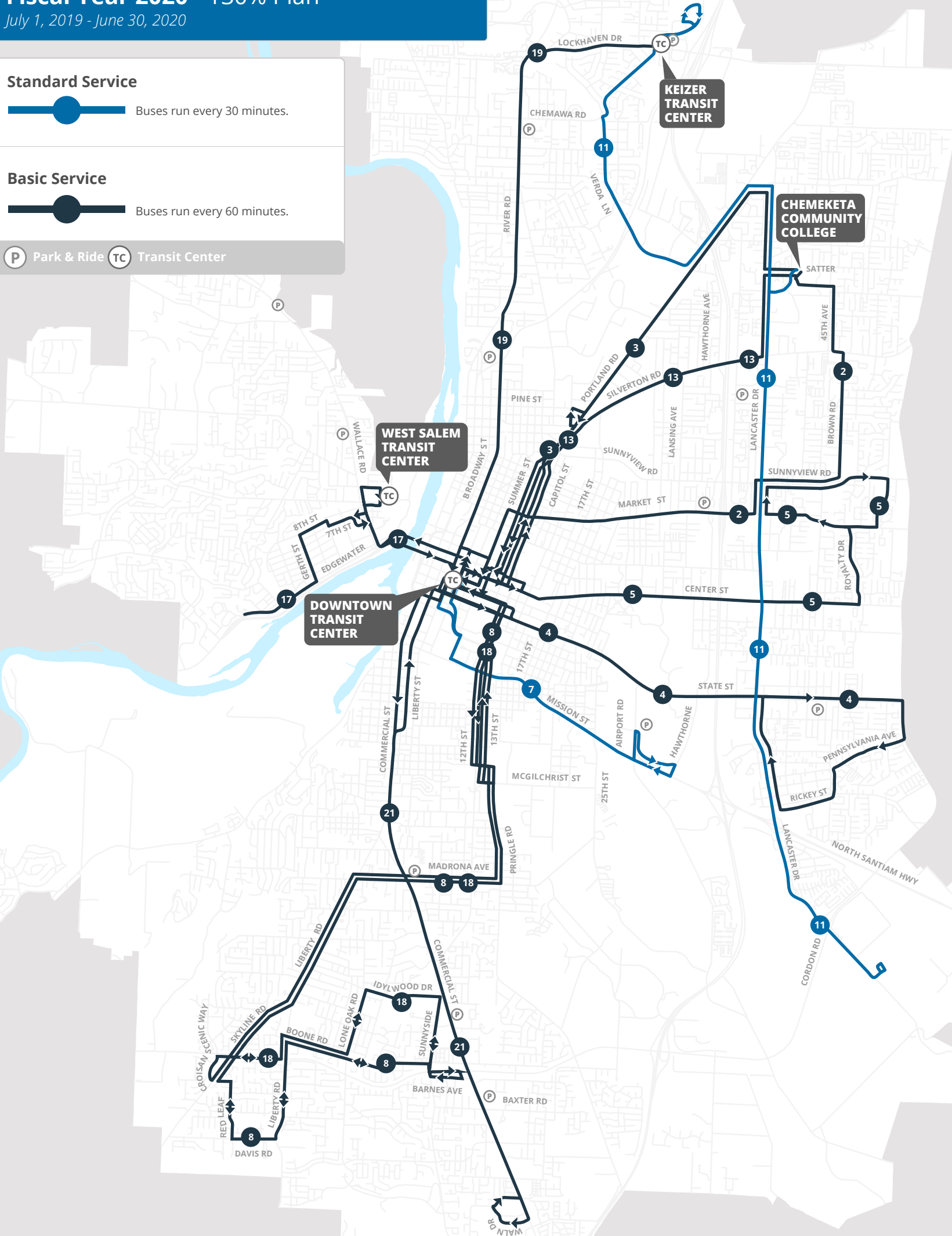
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Local | Saturday Service (6 a.m. - 9 p.m.)


Fiscal Year 2021 - 100% Plan*

July 1, 2020 - June 30, 2021

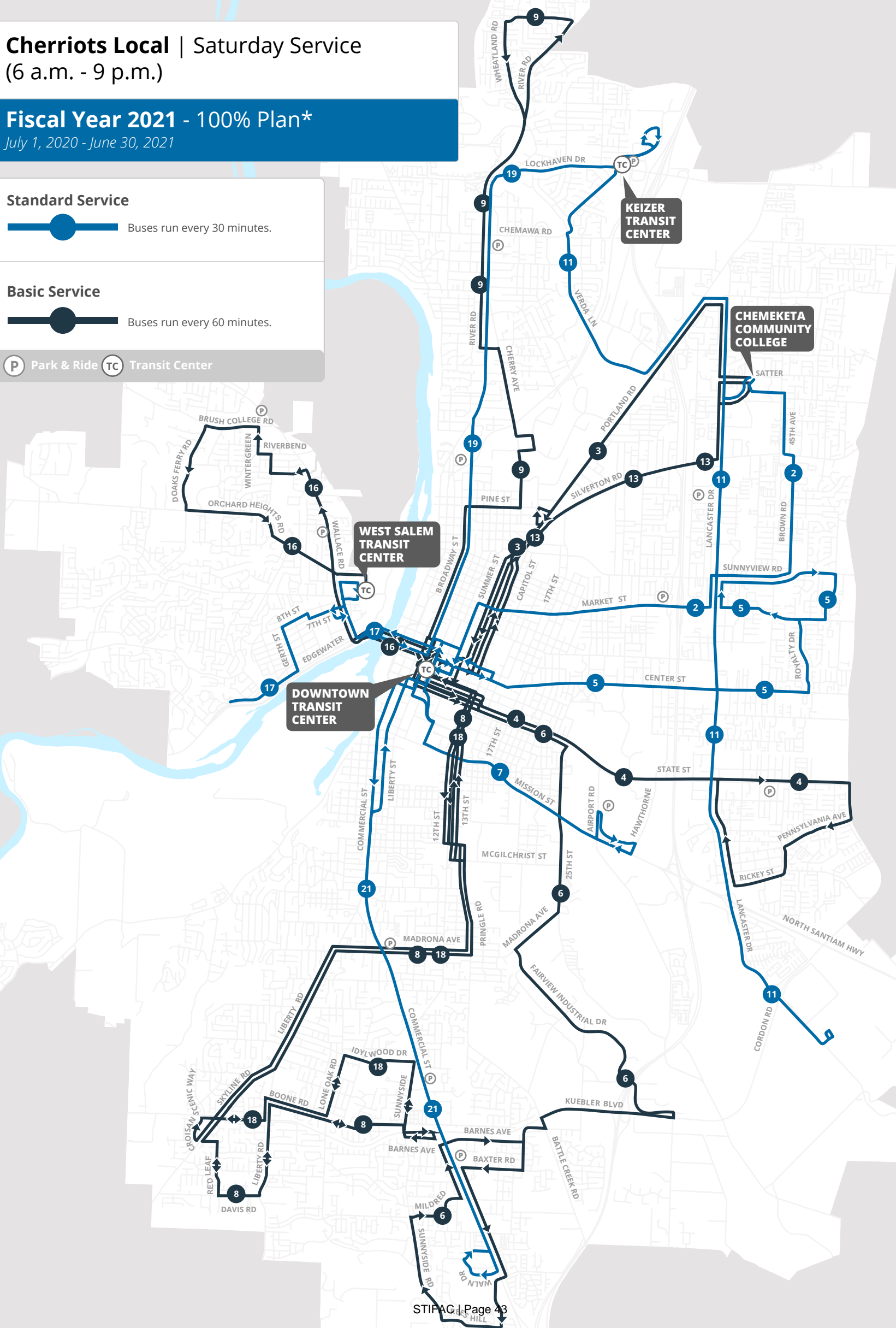
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Local | Sunday / Holiday Service (7 a.m. - 8 p.m.)


Fiscal Year 2021 - 100% Plan*

July 1, 2020 - June 30, 2021

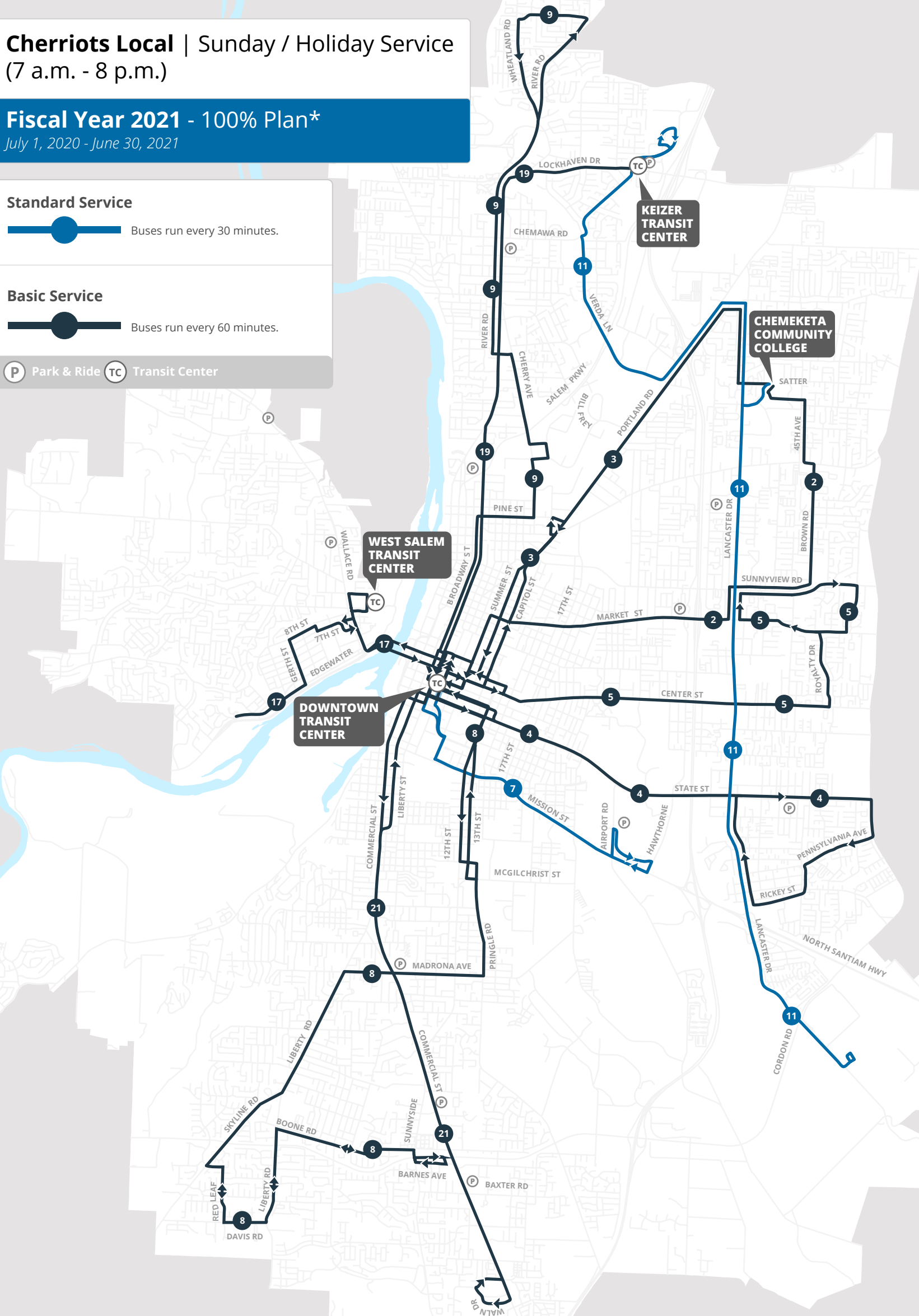
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center



* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Local | Weekday Evening Service (10 p.m. - 11 p.m.)


Fiscal Year 2021 - 100% Plan*

July 1, 2020 - June 30, 2021

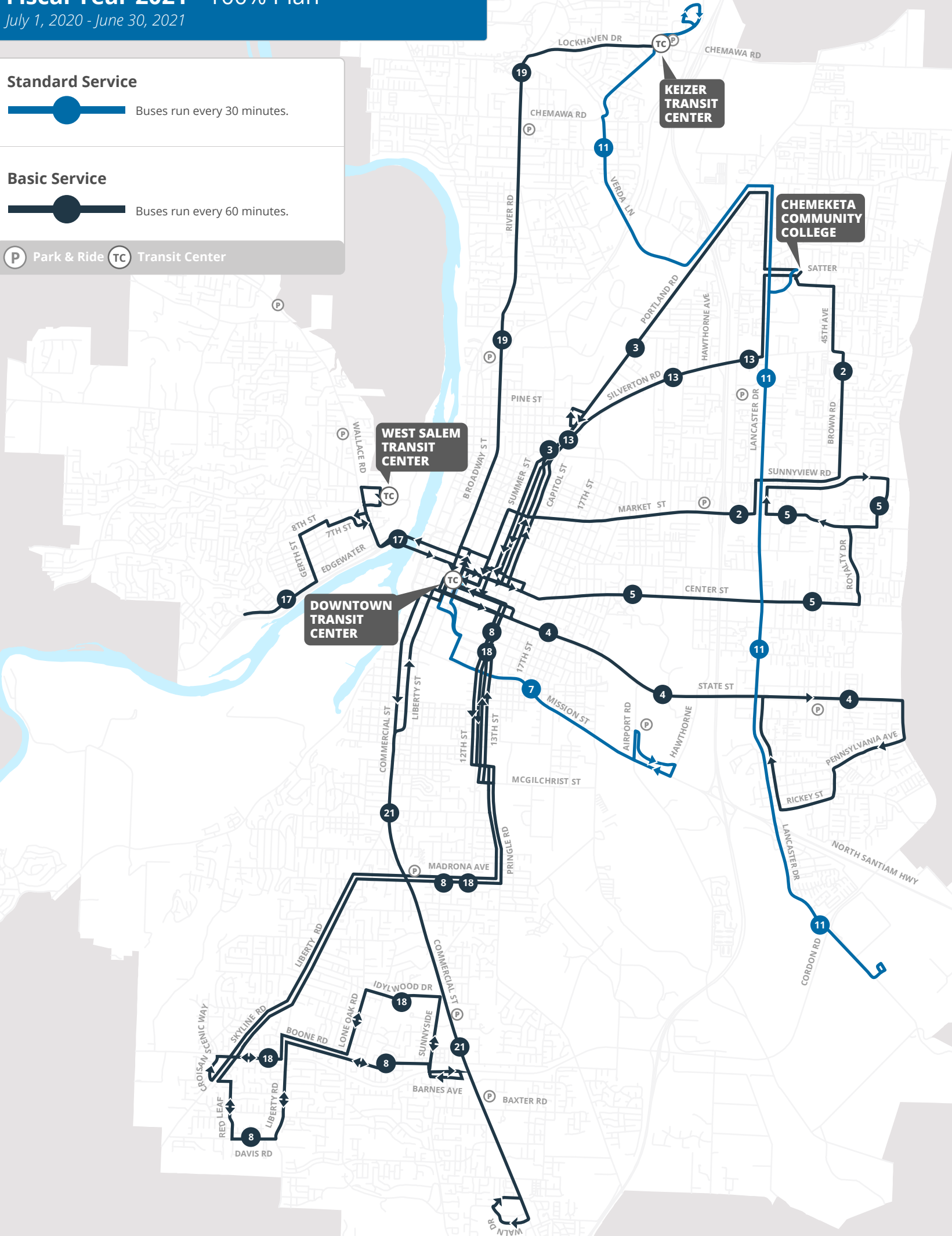
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.


Cherriots Local | Saturday Service
(6 a.m. - 9 p.m.)

Fiscal Year 2021 - 130% Plan*
July 1, 2020 - June 30, 2021

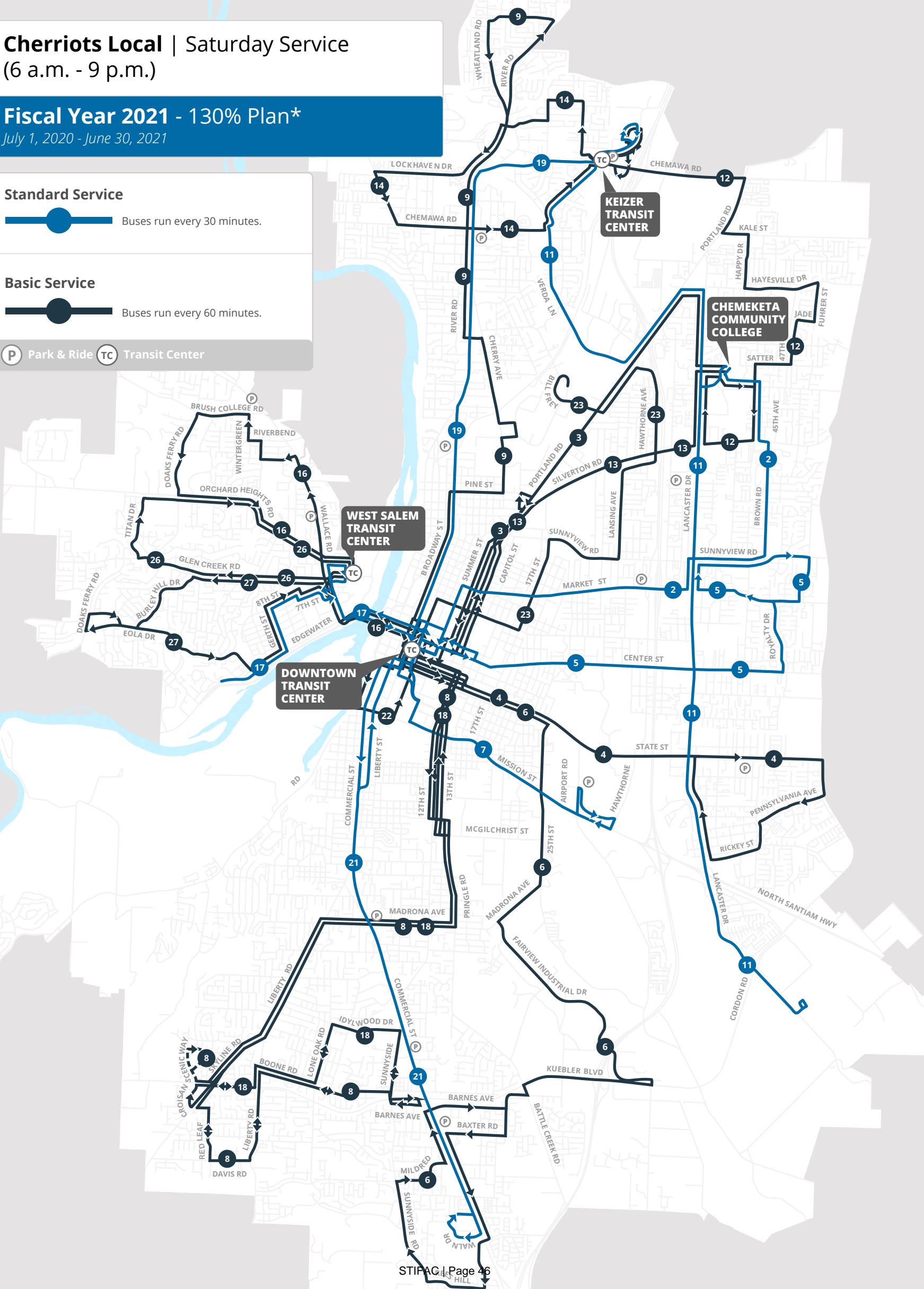
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.


Cherriots Local | Sunday / Holiday Service
(7 a.m. - 8 p.m.)

Fiscal Year 2021 - 130% Plan*
July 1, 2020 - June 30, 2021

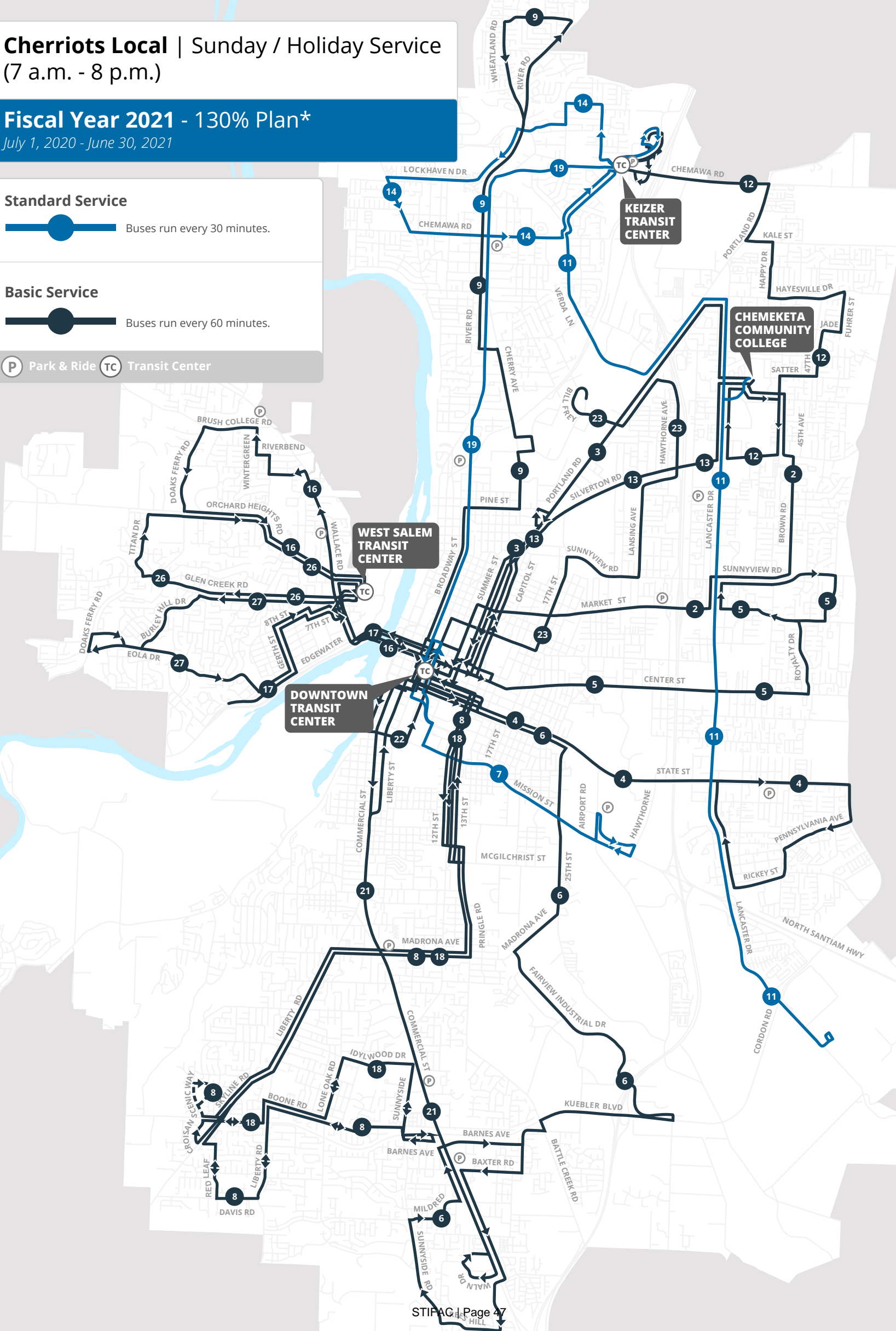
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center




* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Local | Evening Service (10 p.m. - 11 p.m.)


Fiscal Year 2021 - 130% Plan*

July 1, 2020 - June 30, 2021

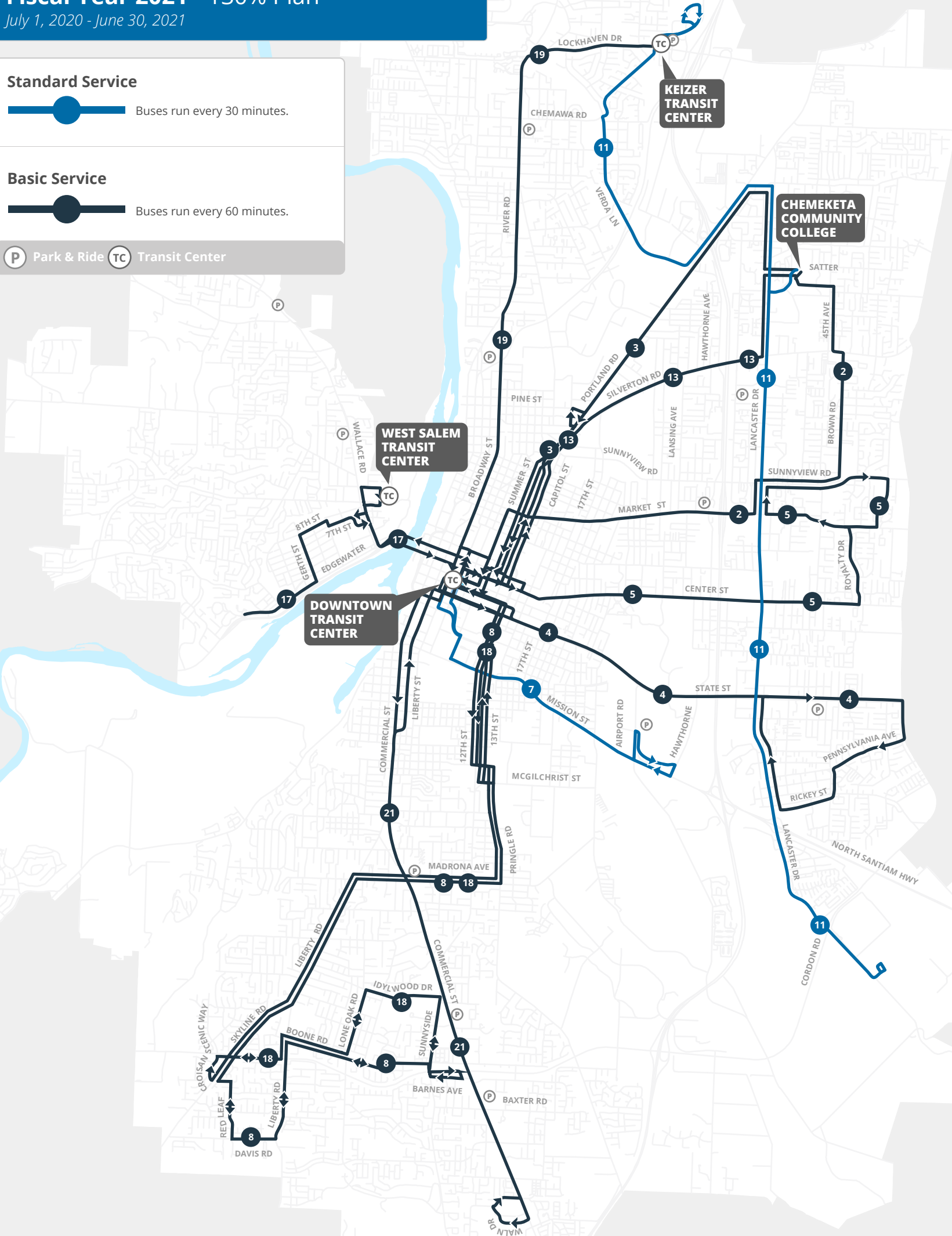
Standard Service

 Buses run every 30 minutes.

Basic Service

 Buses run every 60 minutes.

 Park & Ride  Transit Center

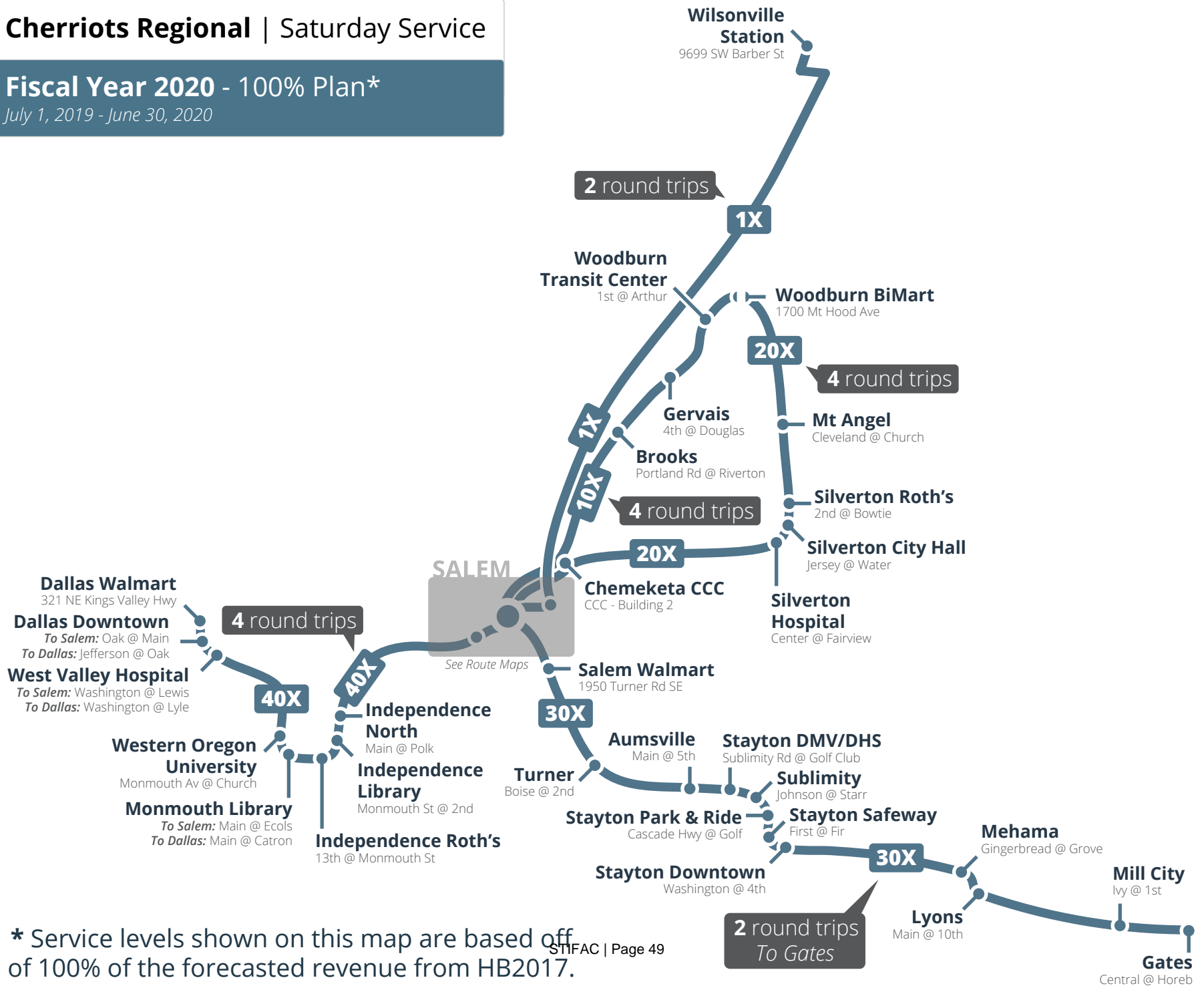


* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Regional | Saturday Service

Fiscal Year 2020 - 100% Plan*

July 1, 2019 - June 30, 2020

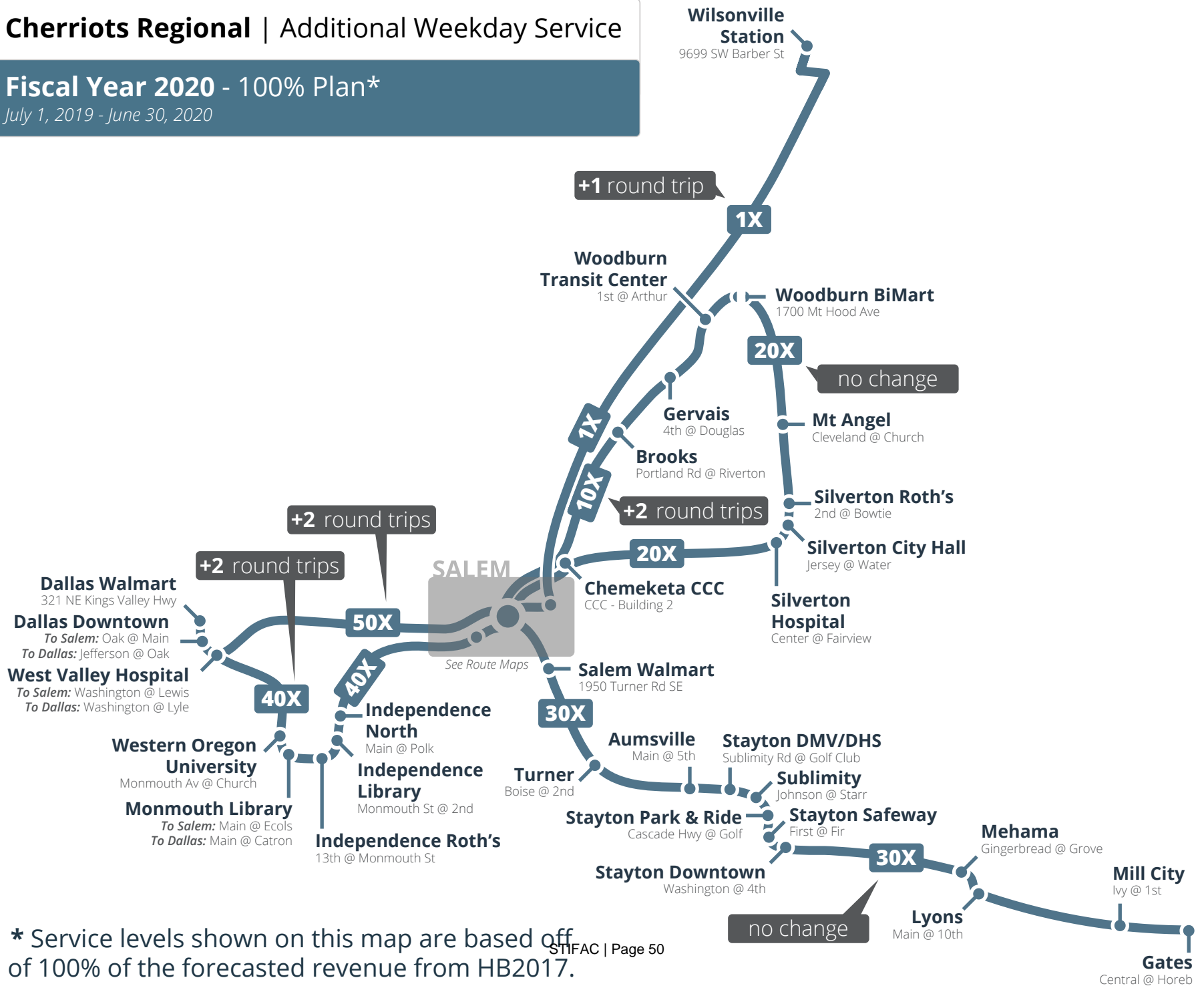


* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Regional | Additional Weekday Service

Fiscal Year 2020 - 100% Plan*

July 1, 2019 - June 30, 2020

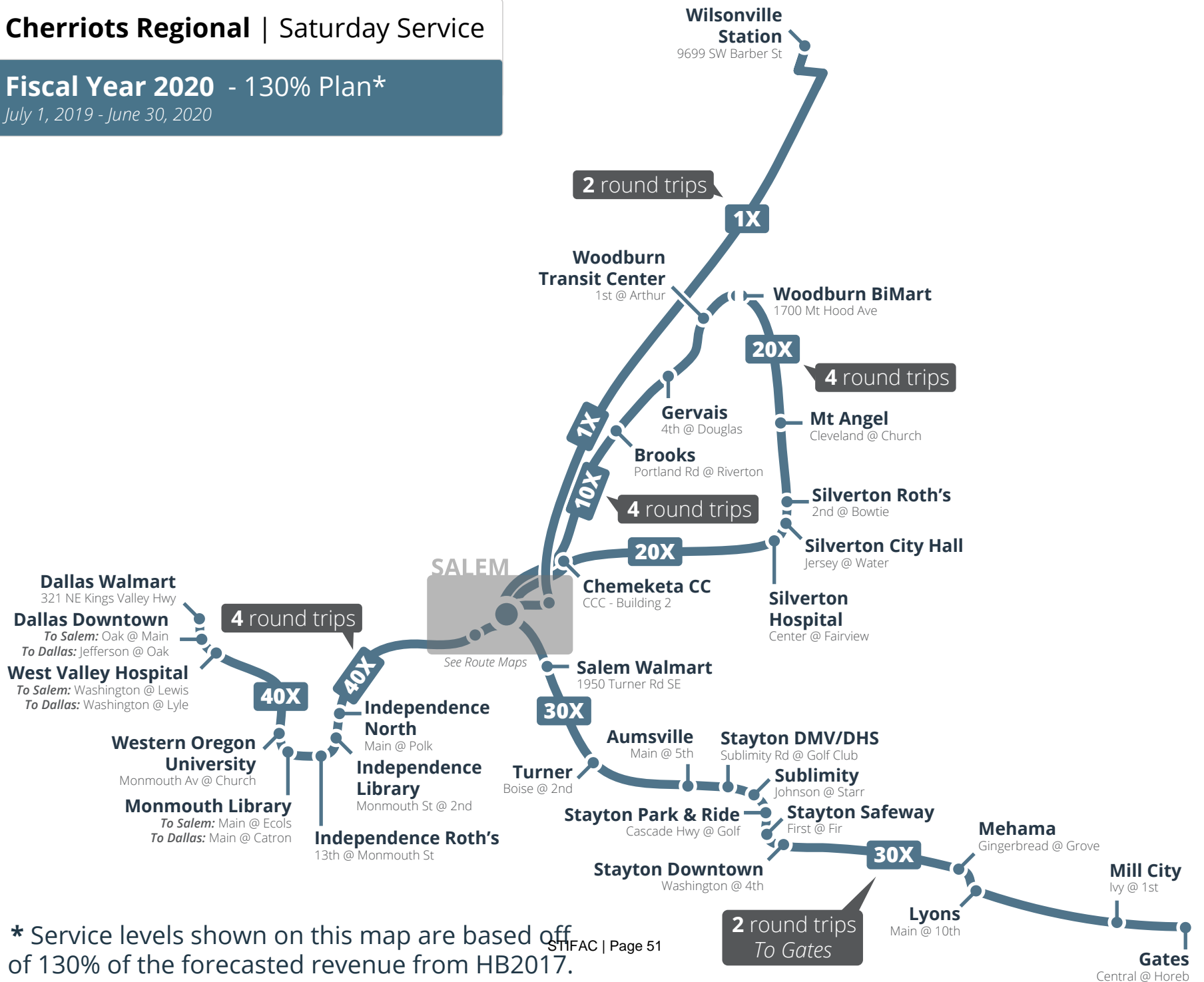


* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Regional | Saturday Service

Fiscal Year 2020 - 130% Plan*

July 1, 2019 - June 30, 2020

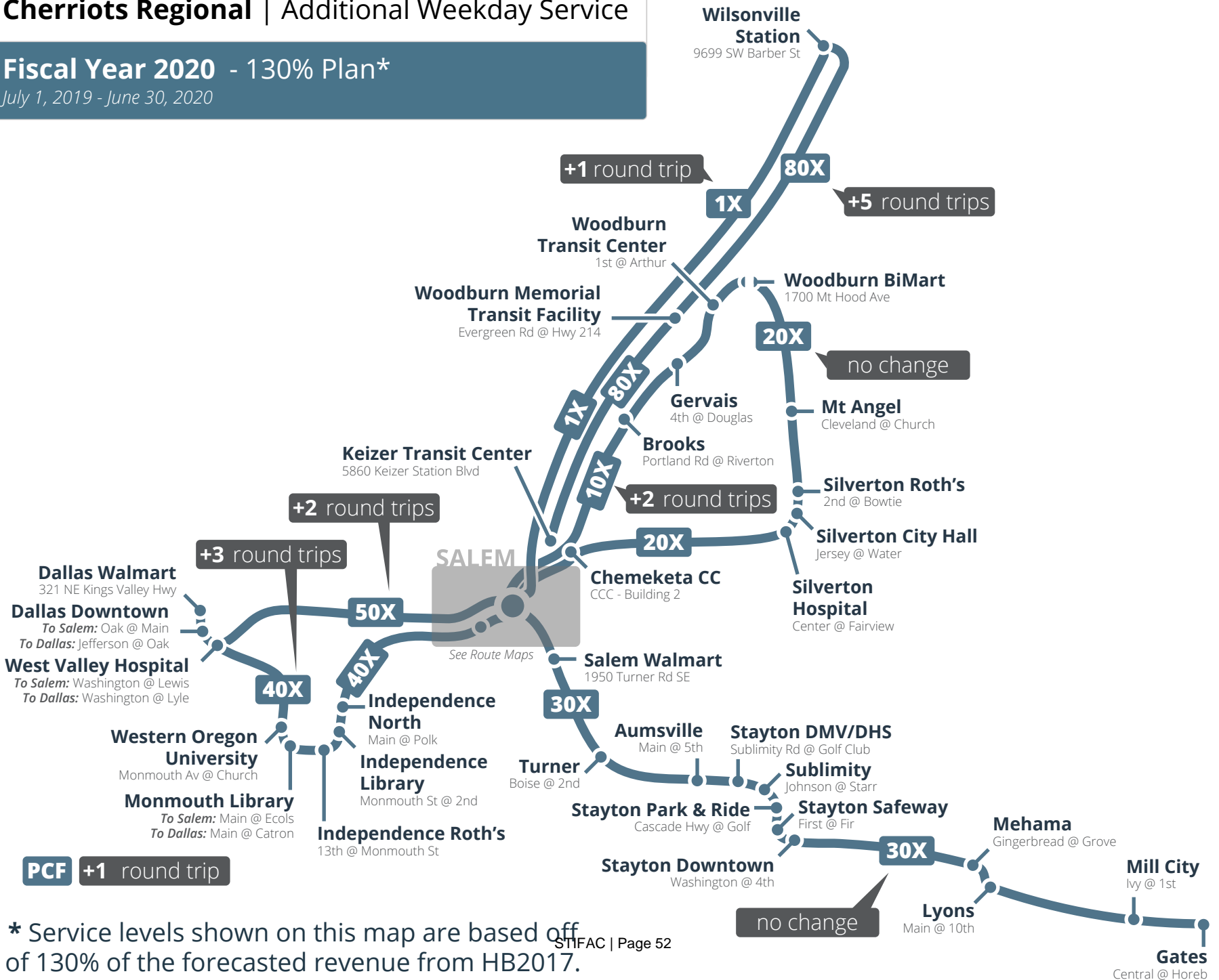


* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Regional | Additional Weekday Service

Fiscal Year 2020 - 130% Plan*

July 1, 2019 - June 30, 2020

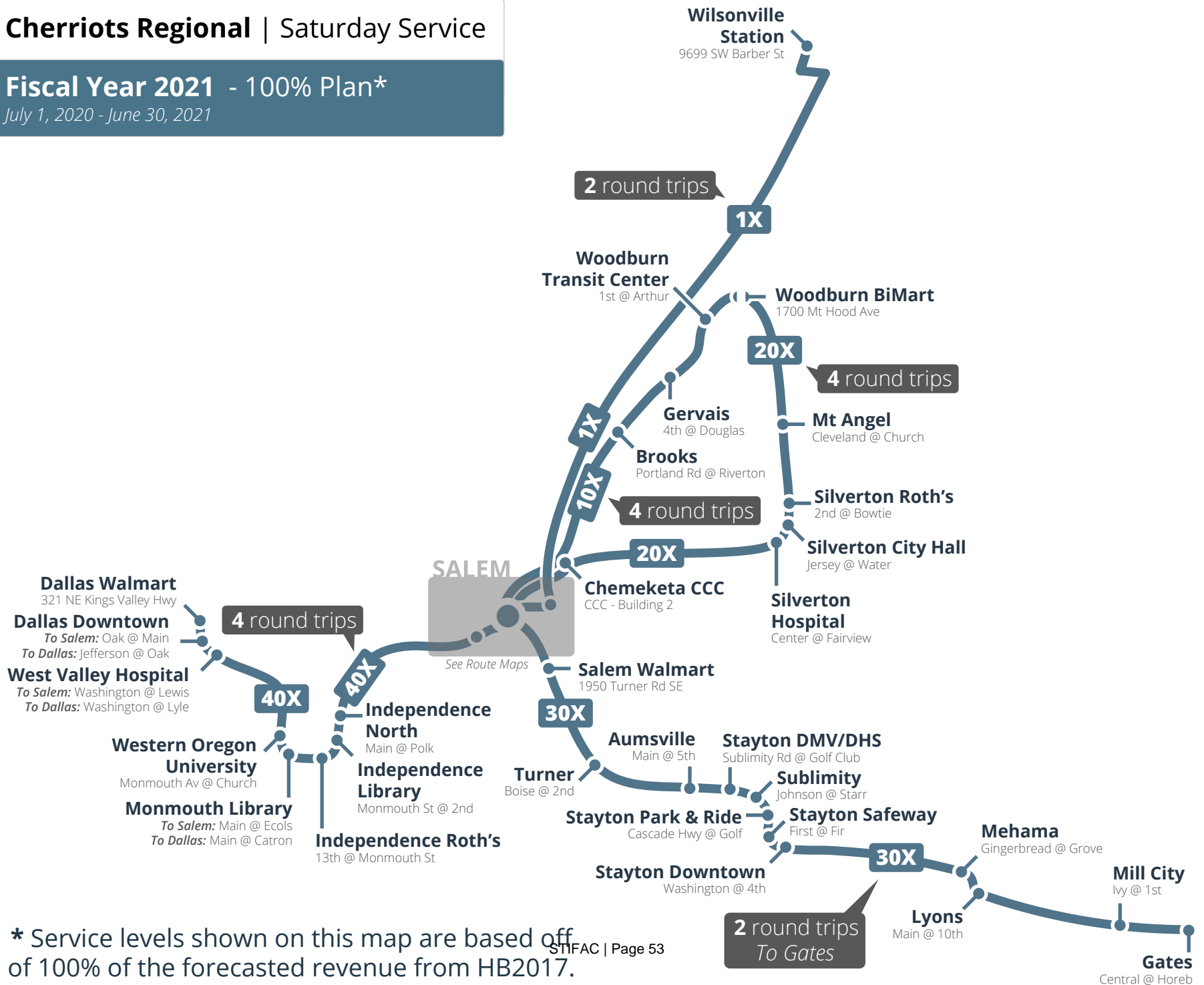


* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Regional | Saturday Service

Fiscal Year 2021 - 100% Plan*

July 1, 2020 - June 30, 2021

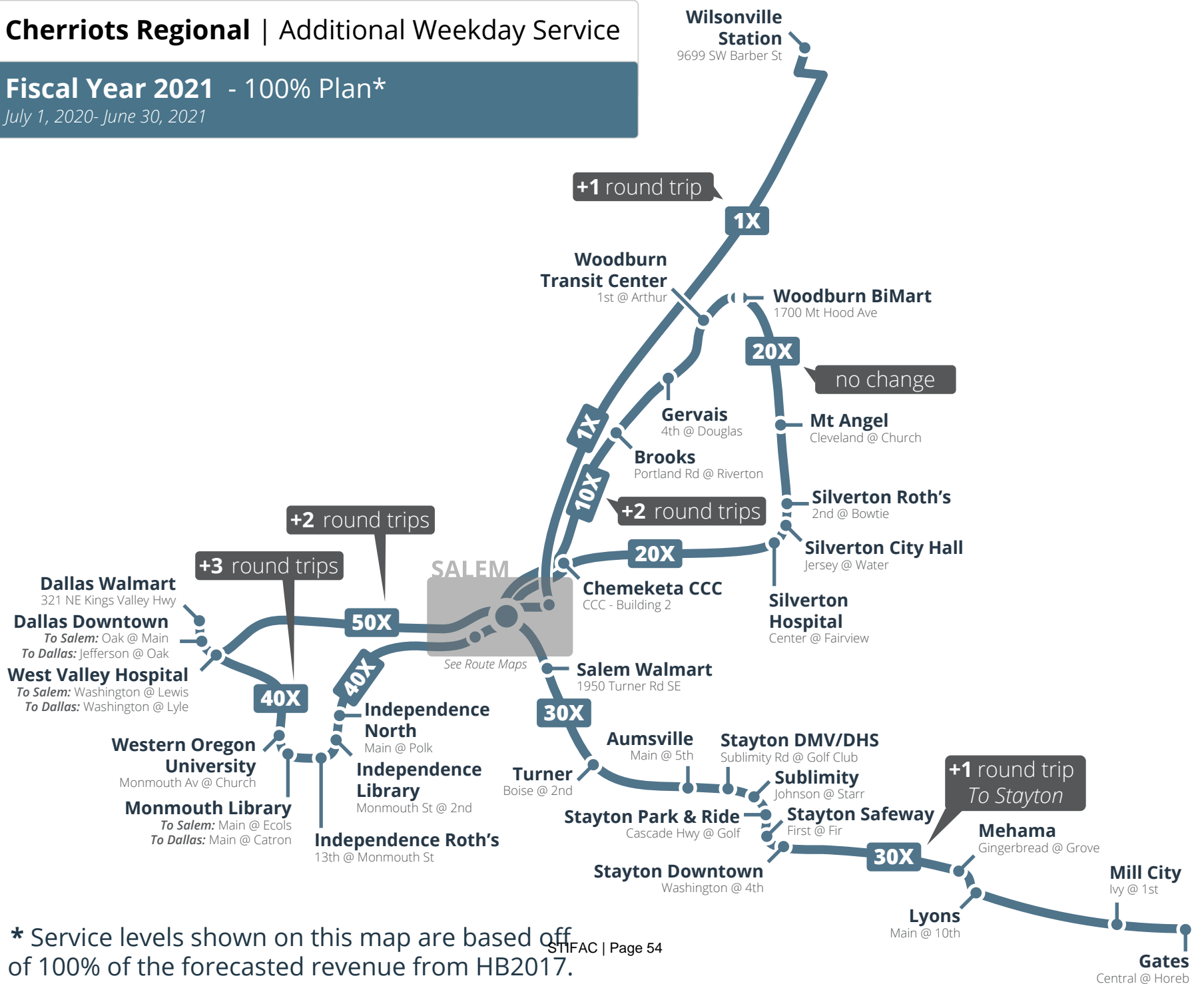


* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Regional | Additional Weekday Service

Fiscal Year 2021 - 100% Plan*

July 1, 2020- June 30, 2021

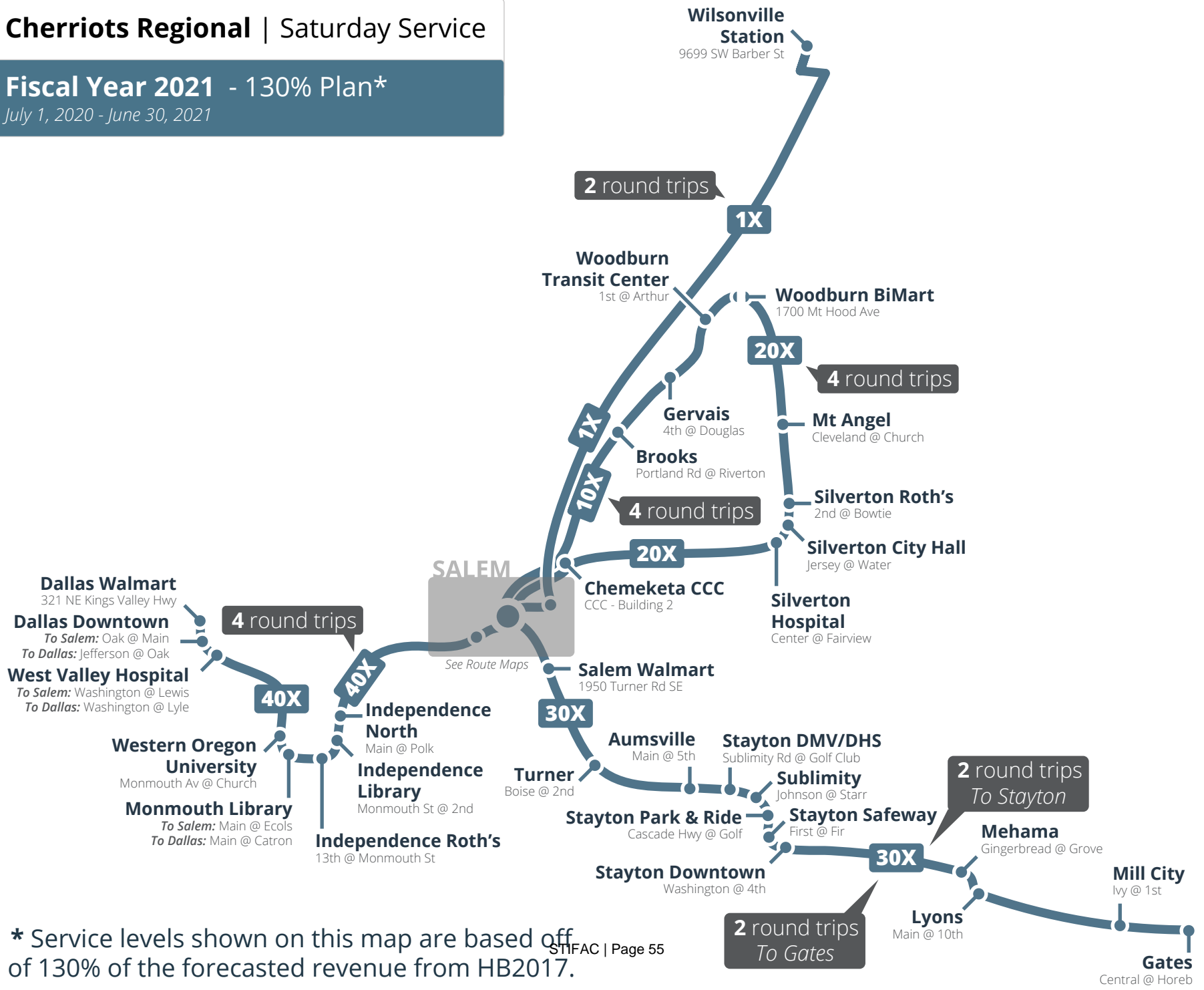


* Service levels shown on this map are based off of 100% of the forecasted revenue from HB2017.

Cherriots Regional | Saturday Service

Fiscal Year 2021 - 130% Plan*

July 1, 2020 - June 30, 2021

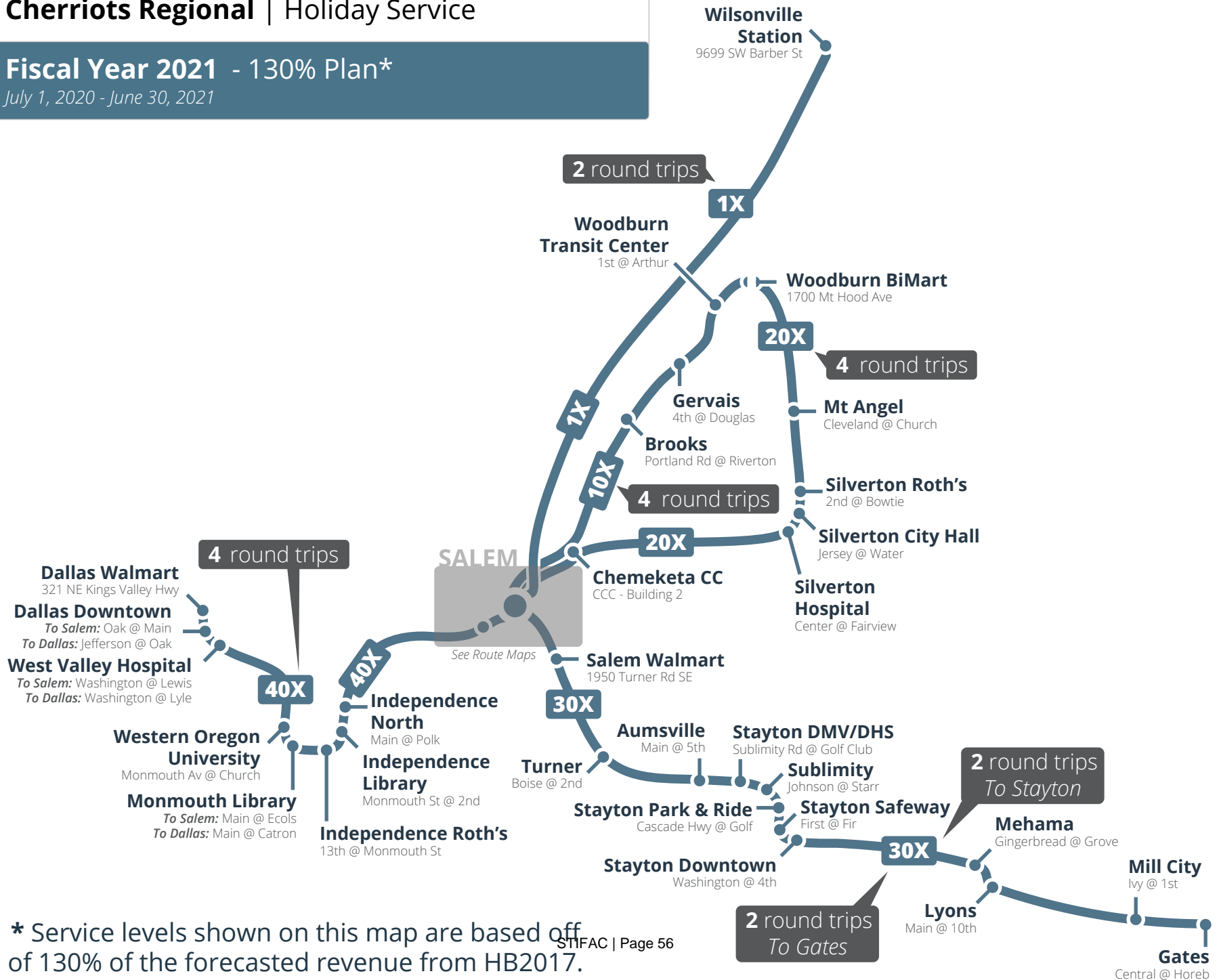


* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Regional | Holiday Service

Fiscal Year 2021 - 130% Plan*

July 1, 2020 - June 30, 2021

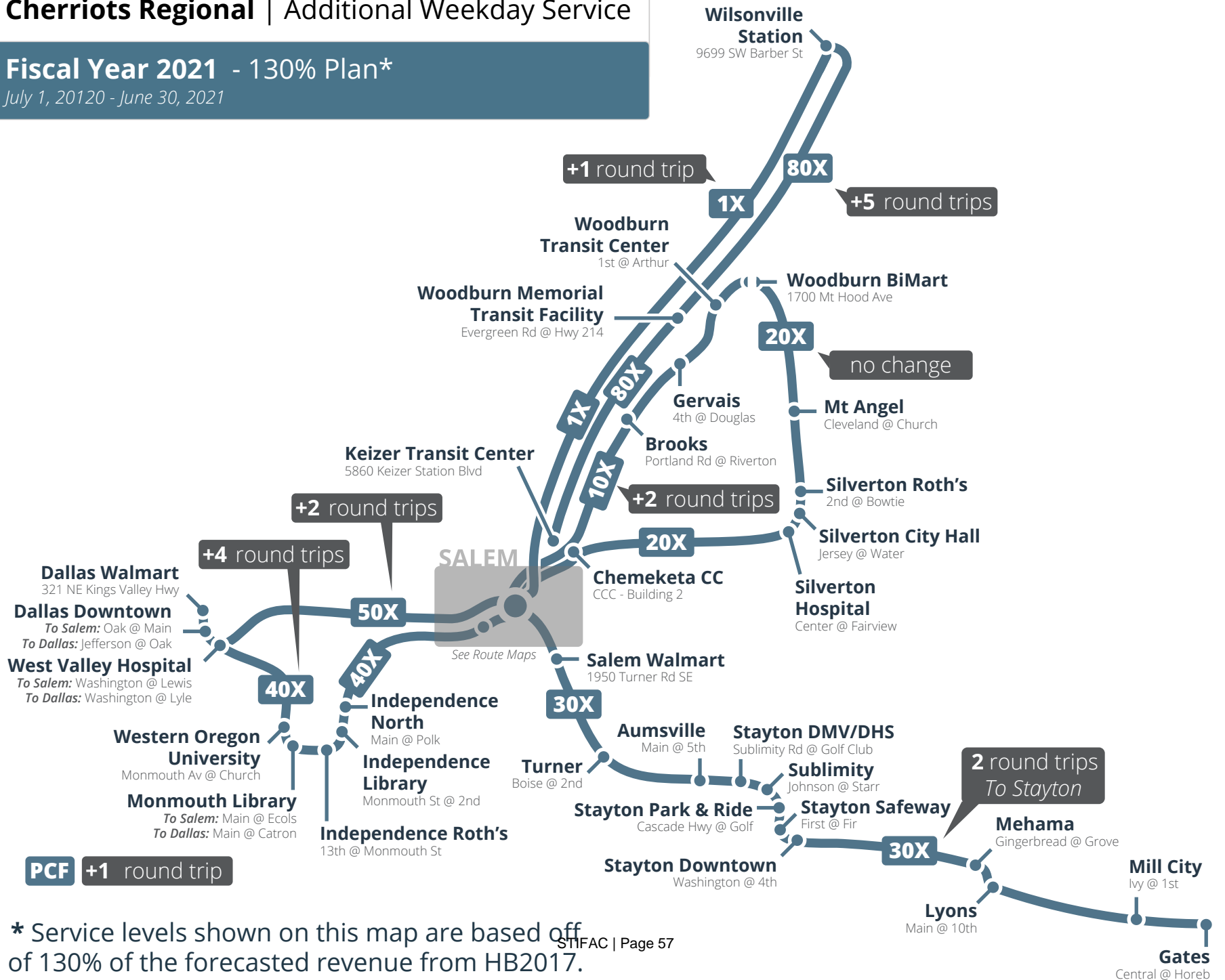


* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

Cherriots Regional | Additional Weekday Service

Fiscal Year 2021 - 130% Plan*

July 1, 20120 - June 30, 2021



* Service levels shown on this map are based off of 130% of the forecasted revenue from HB2017.

