

RVTD STIF Advisory Committee

Meeting Minutes

Thursday, January 4, 2024 3:30pm-5:00pm

Attendance:

- STIFAC: Brad Earl, Amber Robles-Myre, Emile Amarotico, Sandra Padilla
- STIFAC Absent: Liliana Castillo, Kristin Milligan
- RVTD: Julie Brown, Edem Gomez, Paige West

Time	Lead	Topic	Materials
3:30pm	Committee Members	<p>Meeting start-up, Review of Minutes</p> <ul style="list-style-type: none">• Role call and introductions from the committee. Members reviewed the June 12th, 2023 meeting minutes. <p>Motion: <u>Amber moved to approve the June 12th, 2023 STIFAC Meeting minutes. Emile seconded. The committee voted and the motion passed unanimously.</u></p>	<ul style="list-style-type: none">• 6/12/2023 Minutes
3:32pm		<p>Public Comment</p> <ul style="list-style-type: none">• There were no comments from the public.	<ul style="list-style-type: none">• None
3:33pm	Edem Gomez/ Committee Members	<p>STIF Advisory Committee Applications and Review of Members</p> <ul style="list-style-type: none">• This January 4th meeting will be the last meeting for long serving members Brad Earl, Kristin Milligan, Amber Robles-Myre. RVTD staff thanked those members for their years of service. Edem Gomez reviewed the current members of the STIFAC Committee and the needed category representation as required by STIF rules. RVTD held a solicitation in December 2023 for community members to apply to serve on STIFAC. RVTD received a lot of public interest to join the STIFAC. RVTD Staff reviewed the applicants internally and staff recommended that applicants Cara Carter, Hector Flores, Jennifer Christopherson, and Natalie Mettler be appointed to serve on the STIFAC. Applicants would represent needed categories on the committee, would replace departing members, and fill one current vacant position. <p>Motion: <u>Brad Earl moved to recommend the RVTD Board to appoint Cara Carter, Hector Flores, Natalie Mettler, and Jennifer</u></p>	<ul style="list-style-type: none">• STIFAC Applicants

		<u>Christopherson, to serve on the STIFAC. Amber Robles-Myre seconded. The committee voted and the motion passed unanimously.</u>	
3:42pm	Edem Gomez	<p>Update on STIF Low Income Bus Pass Program</p> <ul style="list-style-type: none"> • <u>Edem</u> provided an overview of the STF Low Income Bus Pass and STIF Low Income Requirements. The STIFAC awarded \$93,540 in free bus passes to 22 eligible organizations for the 2023-25 Biennium, with the inclusion of the mini-solicitation awards at the end of the 2021-23 biennium RVTd and STIFAC was able to fund 100% of the eligible bus pass requests for the biennium. The remaining funds will be distributed either through a Mini solicitation with current awardees or may be used internally by RVTd to service low-income communities directly. A progress report was given on the distribution of fare through the Low-Income Bus Pass Program. Through September 2023 \$59,354 of free fare has been picked up by organizations. 702 individuals have received free transit fare through the 1st quarter of the biennium. 	<ul style="list-style-type: none"> • 2023-2025 STIF Low Income Bus Pass Program Award List
3:48	Edem Gomez/ Paige West	<p>STIF Project and RVTd Updates</p> <ul style="list-style-type: none"> • Route 17: <u>Edem Gomez</u> provided an overview of the new STIF funded service, Route 17, which began operation on June 26, 2023. The new route funded by STIF dollars was a priority project in the 2023-25 STIF Plan. The route is a circulator route that begins and ends in Ashland serving previously unserved neighborhoods in Ashland. Route 17 ridership data was presented to the group through November 2023. • RVTd Construction: <u>Paige West</u> provided an update on RVTd's Transportation Building Construction Project which began construction in September 2023. The project is primarily being funded by a \$12.5 million grant from the Federal Transportation Administration, local match, and a STIF Discretionary Grant. The new building is expected to be completed by the end of 2024. The building is an important project that will help meet the current and growing needs of the District to provide transit services to the community over the next 20 years. The project also includes a parking structure that will help open up RVTd's campus to park additional buses and vehicles and provide enough space for growing bus operator staff in the coming decades. RVTd is also beginning work on a new Administration Building that will be housed across from Front Street Station in a 	<ul style="list-style-type: none"> • 2023-25 STIF Budget and Plan

		<p>building purchased from Rogue Community College in 2021. That building remodel project is expected to be completed by Summer of 2024. The project is also being funded by Federal and State grants. Both projects are in coordination with RVTD's Campus Master Plan.</p> <ul style="list-style-type: none">• RVTD STIF Budget Adjustment: <i>Paige West</i> shared an update to the STIF 2023-25 budget, the proposed Central Point Service Project, and the service frequency increase projects to the Route 40 and Route 60 in the STIF Plan. After research through community and passenger surveying a more robust Central Point service will provide better transit outcomes. After consultation with RVTD staff and ODOT Staff, RVTD is planning on shifting funds from the frequency increase projects on the Route 60 and contingency funds into the Central Point Service project and modification of the Route 40. This shift will provide more funds to build a better Central Point Service rather than just an increase to service frequency on existing routes. <i>Amber Roble Myre:</i> Asked if the new service would be an express route in Central Point to connect them to the route serving Medford. <i>Paige West:</i> Clarified that a final service plan has not been completed and staff is still working on the conceptual route planning for the new service. Information from the passenger surveys has been useful in informing how best to plan the new service. Survey indicated that 70% of Medford residents using the Route 40 were staying in Medford and not traveling to Central Point. The budget shift within the plan is compliant with STIF but needs to be reviewed by the STIFAC. <i>Emile Amarotico:</i> Is this essentially a reallocation of funds to another approved project? <i>Paige West:</i> It is a shift of funds between projects of the approved STIF Plan as per STIF rules. <i>Amber Robles Myre:</i> Do we need to formally approve this now or is this laying groundwork for a final recommendation later. <i>Paige West:</i> When we get closer to a route alignment, we will present back to the STIFAC. We wanted to inform the STIFAC on potential changes and updates to the service project. Maybe later this summer. We may also discuss the transportation building project. RVTD planning staff will continue to work on a conceptual plan for the Central Point service.	
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4:24pm	Committee Members	<p>Election of New Co-Chair:</p> <p>Committee members discuss election of new Co-chair as Amber will be leaving the committee and longer serving as STIFAC Chair. Sandra Padilla is nominated to serve as Co-chair alongside Liliana Castillo.</p> <p>Motion: <u>Amber makes a motion to appoint Sandra Padilla as Co-chair of STIFAC. Emile seconded. The committee voted and the motion passed unanimously.</u></p> <p><i>Meeting Adjourned at 4:26pm</i></p>	<ul style="list-style-type: none"> • None