
RVTD STIF Advisory Committee

Meeting Minutes

Tuesday February 18, 2020, 1:30 – 3:00 p.m.

RVTD Administration Office

Desired outcomes:

- Understand STIF/STF consolidation outcomes
- Review the Feb. 5th state review outcomes
- Recommend amendments to the STIF Formula Fund projects to RVTD Board of Directors
- Review ridership and performance of STIF projects
- Review initial results of the Low-Income Bus Pass program

STIFAC ATTENDANCE:

Amber Robles (Chair)
George Adams (Vice Chair)
Detra Donaldson
Isleen Glatt
Brad Earl
Kristin Milligan
Janelle Wilson

STAFF ATTENDANCE

Paige West
Melissa Lowry
Julie Brown
Debbie Wilbur
Jennifer Boardman (ODOT RTC)

Amber called the meeting to order at 1:30 pm

Review and approval of the April 11, 2019 minutes- Amber motioned and Detra seconded, all in favor.

STIF/STF Consolidation

Julie and Paige presented the Special Transportation Fund (STF) Consolidation process. The legislature typically sets aside \$10 Million of general funds to dedicate toward the STF. Due to the recent approval of the STIF funds, the Governor's office has notified Rail and Public Transit Division that it would most likely not be seeking general funds and therefore there would need to be a consolidation process.

George asked what the primary differences are between STF and STIF, Julie responds that STF is mostly used for Valley Lift along with other funding and if STF runs out, STIF will need to backfill the funds for continue Valley Lift operations.

STIF Agency Review

Paige described the process for Oregon to review compliance with the STIF implementation. ODOT provided all transit providers with a Field Guide which was shown to the STIFAC. Kristin asked if there were any non-compliant issues and how long RVTD would have to respond, Paige answered one month. However, it did not appear that RVTD was not in compliance with any of the review categories.

Paige asked Jennifer how often the STIF review will occur, Jennifer responded every 3 years.

STIF Formula Fund Projects Progress

Paige presented the list of adopted STIF projects showing the completion of routes and purchase of buses. Debbie presented a bar graph showing how each project is progressing related to the project budget. Brad asked what she would ideally see from these projects, Debbie responded that she would like to see ridership higher so that the cost per trip would decrease. Kristin asked what the 'hours' means, Debbie responded that it's the total non-revenue and revenue hours for the route.

Ridership Report

Paige presented the route ridership through January 2020. Amber pointed out the 1X route did not pull rides from the Route 10, Paige responded we have been hearing that the route is attracting new riders. Janelle added the stop at SOU at the half hour and is inconvenient for students whose classes begin at :30 after the hour. Paige responded that the route was planned around a one hour round trip so that transfers could be made at Front Street Station with most routes leaving on the hour. George added that the transfer can be difficult for people in wheelchairs because the time is so close to routes that are departing. Paige responded that passengers can be let off at the corner of 10th and Front to help make that transfer quicker.

STIF Project Re-Prioritization

The STIFAC is being asked to consider moving projects between the 100% and the 130% list. The STIF Discretionary projects were submitted prior to the STIF Formula list and have both been awarded. Projects that would have moved forward such as the Ashland Circulator are being postponed while the Ashland Connector goes into service. This route should be moved to the 130% so that other routes can be planned. And the Route 27 Crosstown is being added to the east Medford route due to the terminus being at Northgate Center. The timing of the two routes together worked within a 60-minute round trip compared to separately one was over 30 minutes and the other was less than 30 minutes making it difficult to create a timed schedule.

Isleen asked for clarification on the timing for the Ashland Connector, Paige responded it would go into service by the end of the calendar year and would end June 2021. RVTD will consider the performance of the Ashland Connector in the spring of 2021 and work with the City of Ashland to consider options for continuing service. The STIF-D funds will not be able to support service past July 1, 2021.

Brad asked if the 130% list is prioritized like the 100% list, Amber added where we would recommend putting the Ashland Circulator. Paige responded that both lists are prioritized such that when funding is available, we would move to the first project on the 130% list. The STIFAC can recommend the Ashland Circulator goes to the first project of the 130% list and will likely have an opportunity to review the list again for the 2021-2023 biennium.

Brad motioned to recommend amending the 100% and 130% list as described, Kristin seconded, all in favor, motion passes.

Paige asked Jennifer about when funding would expire if not used on projects, Jennifer responded that RVTD can continue to allocate the funds into new projects and we will not lose the funding. However, if after two biennium funds put into contingency are not allocated, they will expire.

Vehicles for Service

Vehicles were discussed as part of RVTD's constraints with adding service past the Central Point circulator. RVTD can only add one more route before the fleet will be completely placed into service. The staff is exploring purchasing used buses, but they will almost definitely be diesel fueled. Paige asked for the STIFAC's opinion on this decision. Kristin said she does not believe fuel type is within the scope of the STIFAC and would not feel comfortable making a recommendation to the Board of Directors on this matter. The Advisory Committee agreed it is outside of their scope. However, the consensus was that purchasing used diesel buses made sense so that RVTD could continue implementing service and would be willing to attend the Board meeting to show support.

Low Income Bus Pass Program

The Low-Income Bus Pass program had initial reports turned in for the first two quarters (July-Dec 2019) Melissa presented the usage of the bus passes. There were no questions.

The meeting adjourned at 3:26 pm