



STIF Subrecipient Project Application 2025-27

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1. Subrecipient Information

Service Provider Name

City of Monmouth, OR

Service Provider Contact Name

Rochelle Roaden

Service Provider Contact Title

City Manager

Service Provider Phone Number

(503) 838-0722

Service Provider Email

rroaden@ci.monmouth.or.us

Service Provider Type

City

Employer Identification Number (EIN)

93-6002214

Service Provider Website

<https://www.ci.monmouth.or.us/>

2. Qualified Entity representing Subrecipient

Qualified Entity Name

Salem Area Mass Transit District

STIF Plan Contact Name

Shofi Ull Azum

STIF Plan Contact Title

Chief Planning and Development Officer

STIF Plan Contact Phone Number

(503) 361-2552

STIF Plan Contact Email

shofi.azum@cherriots.org

End Date of QE STIF Plan

6/30/2027

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1

Local Plan Name

Coordinated Public Transit - Human Services Transportation Plan for Marion and Polk counties

Governing Body that adopted Local Plan

Salem Area Mass Transit District

Plan Adoption Date

3/28/2024

Local Plan Web Address

https://www.cherriots.org/media/doc/Cherriots_Coordinated_Plan_2024.pdf

Upload copy of Local Plan if it's not available on a website.

Cherriots_Coordinated_Plan_w-appendices_adopted_by_the_SAMTD_Board_3-28-24_reduced.pdf

3.2 Local Plan requirements

I agree that the Local Plan(s), either separately or together, contain all of the information required by OAR 732-040-0005(19).

Yes

4. Projects

4.1 Project Detail Entry

Project 1

Subrecipient or Qualified Entity Name

City of Monmouth, OR

Project Name

MI Trolley

Project Description

This grant will help fund the continued operation of the Monmouth-Independence (MI) Trolley. The trolley offers individuals a convenient, reliable, and free alternative to private automobile travel in the cities of Monmouth (pop. 11,019) and Independence (pop. 10,274) and the importance of the service has been demonstrated over the first year of operation. In the first year, the service:

- Offered over 120,000 total rides
- Averaged over 15 riders per hour
- Saw wide use from diverse segments of the population including individuals with disabilities, students, and the elderly

The MI Trolley was developed through a partnership between the City of Monmouth, City of Independence, Western Oregon University and Cherriots (i.e., the Salem Area Mass Transit District) to offer local transit service in the communities. The service provides a deviated fixed route that supplies frequent reliable connections between the downtowns, shopping areas, Central High School, and Western Oregon University.

Project using planned carry forward funding:

Do you plan to set aside funding that you receive during this biennium to pay for expenses related to this project in a future biennium?

No

Percent of project budget in district

0%

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

Maintain Service

0%

100%

Please explain why all or part of this project is maintaining an existing service.

Over the first year of operation, the MI Trolley provided 120,000 rides, with an average ridership of more than 15 riders per hour – significantly higher than many transit systems in similarly sized communities. The cities of Monmouth and Independence seek to continue the success of this service as the trolley transitions from pilot funds (offered through the American Rescue Plan) to permanent ongoing funding.

Local Plan this project is derived from:

Coordinated Public Transit - Human Services Transportation Plan for Marion and Polk counties, page 42

Local Plan Page Number

Multi-Phase Project

Is your project part of a larger multi-phase project?

No

4.1.1 Project Scope

Task 1

Task Description

Ongoing Operations of MI Trolley Service including operator/administrator wages and operations costs such as fuel and maintenance.

Is this task supporting services for older adults and people with disabilities?

Yes

Is this task supporting a pedestrian or bike project with a physical or functional relationship to public transit?

No

Category

Operations 30.09.00 (State Operating Assistance)

Specify the mode that this task will support.

Deviated Fixed Route

Operations Task Category

Task Category Amount

\$1,489,101.00

4.1.2 Expenditure Estimates

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure.

“Federal,” “Other State,” “Local,” and “Other Funds” categories may be used for funding other than STIF funding that is allocated to this task, including when STIF money is being used as matching funds for

another funding source.

“Prior Biennia STIF Funds” refers to “old” STIF money. It includes any unspent STIF money that you received during the 2023-2025 biennium (including any unspent program reserves), which you are carrying forward for use during the 2025-2027 biennium. It does not include interest earned on STIF money during the 2023-2025 biennium, which should be listed as “Prior Biennia Interest Accrued,” for use during the 2025-2027 biennium.

Expenditures by Fund Source and Fiscal Year

| Fund Type | FY 2026 | FY 2027 | FY 2028 | FY 2029 | Total |
|--------------------------------------|---------------------|---------------------|---------------|---------------|-----------------------|
| STIF Population Funds | \$7,176.00 | \$7,176.00 | | | \$14,352.00 |
| STIF Payroll Funds | \$348,615.00 | \$348,615.00 | | | \$697,230.00 |
| Federal | \$38,759.50 | \$38,759.50 | | | \$77,519.00 |
| Other State | \$250,000.00 | \$250,000.00 | | | \$500,000.00 |
| Local | \$100,000.00 | \$100,000.00 | | | \$200,000.00 |
| Other Funds | \$0.00 | \$0.00 | | | \$0.00 |
| Prior Biennia STIF Funds | \$0.00 | \$0.00 | | | \$0.00 |
| Prior Biennia Interest Accrued | \$0.00 | \$0.00 | | | \$0.00 |
| | \$744,550.50 | \$744,550.50 | \$0.00 | \$0.00 | \$1,489,101.00 |

By checking this box, I confirm that this project task is only funded by STIF.

No

Check this box if you are using STIF funding in this task as a match another source of funding. Please make sure you have indicated that information in your task description above in section 4.1.1.

No

4.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

162,000

Revenue Hours

15,500.00

Rides

240,000

Number of people with access to transit (within ½ mile of transit stop for fixed route)

21,293

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)
1,111

Number of new shared stops with other transit providers (reducing fragmentation in transit services)
7

Is this project supporting student transportation?
Yes

Choose at least one

Operations

Number of students in grades 9-12 attending a school served by transit

Number of students in grades 9-12 attending a school served by transit
1,035

4.2 Allocation of STIF funds by project

Please identify what percentage of this STIF project budget is allocated to each of the criteria listed below by fiscal year.

Note: More information about requirements for criterion #7 can be found in [OAR 732-042-0015\(3\)\(j\)](#). More information about requirements for criterion #8 can be found in [OAR 732-042-0010\(1\)\(a\)](#).

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between public transportation service providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.
8. Services for older adults and people with disabilities.

| FY 2026 STIF Total | FY 2027 STIF Total | FY 2028 STIF Total | FY 2029 STIF Total |
|---------------------------|---------------------------|---------------------------|---------------------------|
|---------------------------|---------------------------|---------------------------|---------------------------|

| | | | |
|--------------|--------------|--------|--------|
| \$355,791.00 | \$355,791.00 | \$0.00 | \$0.00 |
|--------------|--------------|--------|--------|

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

| Criterion | FY 2026 | FY 2027 | FY 2028 | FY 2029 |
|-------------|---------|---------|---------|---------|
| Criterion 1 | 0% | 0% | | |
| Criterion 2 | 0% | 0% | | |
| Criterion 3 | 15% | 15% | | |
| Criterion 4 | 0% | 0% | | |
| Criterion 5 | 0% | 0% | | |
| Criterion 6 | 5% | 5% | | |
| Criterion 7 | 40% | 40% | | |
| Criterion 8 | 40% | 40% | | |
| | 100.00% | 100.00% | 0.00% | 0.00% |

4.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 5: Health

Goal 6: Safety and Security

Goal 7: Environmental Sustainability

Goal 8: Land Use

Goal 9: Funding and Strategic Investment

Goal 10: Communication, Collaboration, and Coordination

4.4 Project Summary

Project Name

MI Trolley

Subrecipient Project Total

\$711,582.00

FY 2026 STIF Project

Total

\$355,791.00

FY 2027 STIF Project

Total

\$355,791.00

Funds Supporting Student Transportation

**FY 2026 STIF Funds
supporting student
transportation**
\$142,316.40

**FY 2027 STIF Funds
supporting student
transportation**
\$142,316.40

**FY 2026 percent of STIF
Funds supporting
student transportation**
40%

**FY 2027 percent of
STIF Funds supporting
student transportation**
40%

Funds Supporting Older and Disabled Persons Transportation

**FY 2026 STIF Funds
supporting older and
disabled persons
transportation**
\$142,316.40

**FY 2027 STIF Funds
supporting older and
disabled persons
transportation**
\$142,316.40

**FY 2026 percent of STIF
Funds supporting older
and disabled persons
transportation**
40%

**FY 2027 percent of
STIF Funds
supporting older and
disabled persons
transportation**
40%

Funds from Previous Biennia

**FY 2026 STIF Funds
From Previous Cycle**
\$0.00

**FY 2027 STIF Funds
From Previous Cycle**
\$0.00

5. All Projects Totals

**Subrecipient Projects
Grand Total**
\$711,582.00

**Planned Carried
Forward**
\$0.00

Amount in District
\$0.00

Amount out of District
\$711,582.00

Subrecipient Projects Total
\$711,582.00

**FY 2026 Total Prior
Biennia Funds**
\$0.00

**FY 2027 Total Prior
Biennia Funds**
\$0.00

**FY 2026 Total STIF
Funds**
\$355,791.00

**FY 2027 Total STIF
Funds**
\$355,791.00

**FY 2026 Student STIF
Funds**
\$142,316.40

**FY 2027 Student STIF
Funds**
\$142,316.40

**FY 2026 Percent of STIF
Funds supporting
student transportation**
40.00%

**FY 2027 Percent of
STIF Funds supporting
student transportation**
40.00%

**FY 2026 Older and
Disabled Persons STIF
Funds**
\$142,316.40

**FY 2027 Older and
Disabled Persons STIF
Funds**
\$142,316.40

**FY 2026 Percent of STIF
Funds supporting older
and disabled persons
transportation**
40.00%

**FY 2027 Percent of
STIF Funds
supporting older and
disabled persons
transportation**
40.00%

By signing below, I certify that I am authorized to submit this Subrecipient Project Application to Salem Area Mass Transit District on behalf of City of Monmouth, OR.
Yes

Name of authorized representative
Marshall Habermann-Guthrie

Title of authorized representative
Grant Coordinator

Signature

Signature Date
10/25/2024

Marshall Habermann-Guthrie