

AGENDA ITEM FOR ADMINISTRATIVE MEETING ( ) Discussion only  
( X ) Action

FROM (DEPT/ DIVISION): Planning Division

SUBJECT: STIF Plan Amendment

<p><b>Background:</b></p> <p>Oregon Department of Transportation has opened an application to allow Qualified Entities the opportunity to amend their 2023-2025 STIF Plans to include unexpected STIF revenues.</p> <p>If Umatilla County does not submit an amendment request, ODOT will withhold additional STIF revenues until the 2025-2027 biennium.</p> <p>The Transit Coordinator has calculated the projected additional revenues, and proposes that the funds be allocated to the STIF Reserve Fund project (Project 4, Task 6) until the 2025-2027 biennium. The estimated additional revenue is \$658,921.10.</p>	<p><b>Requested Action:</b></p> <p>Adopt the amended STIF Plan and authorize the Chair to sign the ODOT application.</p>
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ATTACHMENTS: STIF Plan Amendment Request, Modifications Description form

Date (4/19/2024)

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Dept. Head (copy)
- ( ) Human Resources (copy)
- ( ) Fiscal
- ( X ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:  
Megan Davchevski

Needed at Meeting:

\*\*\*\*\*

Scheduled for meeting on: April 24, 2024

Action taken:

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Follow-up:



Qualified Entities

Advisory  
Committees

Local Plans

Accountability

Plan Adoption

Projects and  
Summary

## 6. Projects

Beginning this cycle, you may now upload Sub-Recipient Project Applications instead of manually entering the information for each sub-recipient. All uploaded Sub-Recipient Project Applications must be approved by the Qualified Entity's Governing Body, and will be recognized as part of the Qualified Entity's STIF Plan.

In addition to this, any Qualified Entities with their own STIF Plan projects may enter that information directly into the STIF Plan, or may choose to upload their own Sub-Recipient Project Application. In all cases, you cannot split information for a single entity between the STIF Plan and an uploaded Sub-Recipient Project Application. All project information for a given entity must be contained either solely within the Sub-Recipient Project Application or STIF Plan itself.

**Important note:** If you'd like to use this optional upload feature, please enter the total amount from each Sub-Recipient Project Application in the conditional boxes that will appear below (this information can be found in the last section of the Sub-Recipient Project Application). This will ensure that the sum of all Qualified Entity and sub-recipient projects are included in STIF Plan section 7. STIF Plan Summary.

Would you like to upload any approved Sub-Recipient Project Applications for this STIF Plan? \*

Yes

No

### 6.1 Project Detail Entry

#### ⊗ Project 1

Qualified Entity or Sub-Recipient Name \*

Umatilla County

Project Name \*

Transit Coordinator

If project is maintaining an existing service, describe rationale. \*

It provides stability for existing transit operations should STIF revenues be less than the allocation estimates. It allows existing operations to maintain services. Without the Reserve, services would be lost.

Local Plan from which this project is derived: \*

Umatilla County Coordinated Human Services Plan

Local Plan page number \*

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## Multi-Phase Project

Is your project part of a larger, multi-phase project? \*

No

### 6.1.1 Project Scope

#### Task 1

Task Description \*

System Sustainability Reserve Fund Project is an established investment fund to provide financial security in the event of an economic downturn and to leverage capital and operating.

Category \*

Program Reserve 11.73.00

#### Program Reserve Task Category

Task Category Amount \*

\$1,419,395.01

### 6.1.2 Expenditure Estimates

## Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type *	FY 2024 †	FY 2025 †	Total
STIF	\$791,919.10	\$139,705.00	\$931,624.10
Federal	\$0.00	\$0.00	\$0.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$15,000.00	\$0.00	\$15,000.00
Prior Biennia Program Reserve	\$463,000.00	\$0.00	\$463,000.00
	\$1,269,919.10	\$139,705.00	\$1,409,624.10

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

### 6.1.3 Outcome Measures

#### Outcome Measure 1

#### All Project Types

Other Measure

Reserve Funds Created

Number of Units:

1

+ Add Task

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

Criterion	FY 2024 *	FY 2025 *
Criterion 1	10.0%	10.0%
Criterion 2	0.0%	0.0%
Criterion 3	0.0%	0.0%
Criterion 4	0.0%	0.0%
Criterion 5	10.0%	10.0%
Criterion 6	0.0%	0.0%
Criterion 7	0.0%	0.0%
Criterion 8	80.0%	80.0%
	100.00%	100.00%

### 6.3 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 10: Communication, Collaboration, and Coordination

### 6.4 Project Summary

Project Name

CareVan Medical Transportation Service

STIF Project Grand Total

\$51,800.00

*Includes FY 21-23 Unspent Funds,  
Interest Accrued, Program Reserve*

FY 2024 STIF

Project Total

\$25,900.00

*Includes FY 21-23  
Unspent Funds, Interest  
Accrued, Program  
Reserve*

FY 2025 STIF

Project Total

\$25,900.00

*Includes FY 21-23  
Unspent Funds, Interest  
Accrued, Program  
Reserve*

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### **Funds Supporting Student Transportation**

FY 2024 percent of STIF Funds supporting student transportation 0%	FY 2025 percent of STIF Funds supporting student transportation 0%
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### **Funds Supporting Older and Disabled Persons Transportation**

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### **Funds from Previous Biennia**

FY 2024 STIF Funds From Previous Cycle \$20,995.00 <i>Includes FY 21-23 Unspent Funds, Interest Accrued, Program Reserve</i>	FY 2025 STIF Funds From Previous Cycle \$8,889.00 <i>Includes FY 21- 23 Unspent Funds, Interest Accrued, Program Reserve</i>
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[+ Add Project](#)

## **7. STIF Plan Summary**

STIF Plan Grand Total \$5,549,385.00 <i>Includes FY 21-23 Unspent Funds, Interest Accrued, Program Reserve</i>	Amount Carried Forward \$0.00
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STIF Revenue Totals for Plan Period  
\$4,356,301.00

**Does not include FY 21-23 Unspent Funds, Interest Accrued, Program Reserve**

FY 2024 Total STIF Funds From Previous Cycle \$1,154,195.00 <i>Includes FY 21-23 Unspent Funds, Interest Accrued, Program Reserve</i>	FY 2025 Total STIF From Previous Cycle \$38,889.00 <i>Includes FY 21-23 Unspent Funds, Interest Accrued, Program Reserve</i>
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FY 2024 Total STIF Funds \$3,591,652.20	FY 2025 Total STIF Funds \$1,957,732.80
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FY 2024 Student STIF Funds \$193,390.30	FY 2025 Student STIF Funds \$119,847.21
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FY 2024 Percent of STIF Funds supporting student transportation 5.38%	FY 2025 Percent of STIF Funds supporting student transportation 6.12%
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FY 2024 Older and Disabled Persons STIF Funds \$590,603.52	FY 2025 Older and Disabled Persons STIF Funds \$389,391.95
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**Effective Date**

This STIF Plan shall become effective as of the date it is approved by the Oregon Transportation Commission and it shall terminate as of the end date specified in Section 5 of the approved STIF Plan.

**Signature**

This STIF Plan serves as a legally binding agreement between the Qualified Entity and the State of Oregon, acting by and through its Department of Transportation.

Download the signature page here:

[STIF Plan Signature Page](#)

Upload signature page here. \*

Upload

or drag files here.

  
PDF

[23-25 STIF Plan signature pag...](#)  
80.1 KB

↓ ⊗

Limit 100 MB

Download the form here:

[STIF Plan Modifications Description Form](#)

STIF Plan Modifications Description Form \*

Upload

or drag files here.

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Submit Amended STIF Plan

Save





