



Salem Area Mass Transit District
Board of Directors

~ WORK SESSION ~

July 26, 2018

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT:	President Robert Krebs; Steve Evans, Kathy Lincoln, Marcia Kelley and Doug Rodgers;
Board	ABSENT: Directors Jerry Thompson and Colleen Busch
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Al McCoy, Director of Finance/CFO; Chip Colby, Information Technology Manager; Linda Galeazzi, Executive Assistant
Guests	David Beem, citizen

1. CALL TO ORDER 5:30 PM

President Bob Krebs called the work session to order at 5:30 p.m. Mr. Pollock announced that they would begin the meeting with a "Safety Moment." He said it was important for people to remember to hydrate, hydrate, hydrate in the hot weather.

2. DISCUSSION
a. South Salem Transit Center Update 5:33 PM

Staff report: Pages 1-2 of the agenda.

Presenter: Steve Dickey, Director of Transportation Development

Mr. Dickey reviewed the history of the South Salem Transit Center project. Presently, the District's legal counsel is negotiating with legal counsel for Walmart's to purchase a portion of the property owned by Walmart along Commercial Street and Baxter Road. The District is waiting for concurrence from the Federal Transit Administration. With FTA approval, a formal offer will be made to purchase the property in the late summer 2018. Walmart will have 40 days to accept the offer.

Director Evans asked about the flow of buses entering the Walmart parking lot and whether parking will be affected. Mr. Dickey stated that the preliminary design shows that the buses will drive in to the parking lot from Commercial Street. There should be no impact on the Walmart parking lot.

Director Rodgers asked if the Walmart property was the only viable spot. Mr. Dickey reviewed the criteria that was used for site recommendations in 2008. There were twelve potential sites narrowed to three. The preferred area of consideration was moved further south to accommodate future growth in the southern part of Salem and to allow for possible intercommunity transit connections.

Follow-up: Director Kelley was concerned about the traffic in the Walmart complex to get to the other businesses and asked that staff look at that. There are no stop signs to control traffic in the parking lot.

b. Draft Strategic Plan Presentation

5:48 PM

Staff report: Pages 3-16 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock asked for feedback on a draft of the updated Strategic Plan.

Director Kelley recommended that there be a written message from the President of the Board in the Plan; an acknowledgement of the fact the Board spends a great deal of time forming policy. She recommended that the funding the District was awarded through the Statewide Transportation Improvement Fund should be referred to in the future tense, in the first paragraph (on page WS-11 of the agenda.)

Director Evans said the Strategic Plan does not speak to community involvement and recommended that the Plan acknowledge community engagement through the three Board-appointed committees.

Director Rodgers did not see an invitation in the Plan to get people involved. Mr. Pollock stated that this was done in the Communication Plan.

Follow-up: Board members will email Mr. Pollock with other feedback and changes they would like to see incorporated in to the draft Strategic Plan. The Strategic Plan will be brought back to the Board at their August 13th work session for a final review. The Board will adopt the Strategic Plan at the August 23rd Board meeting.

c. Service Enhancement – STIF Advisory Committee Update

5:57 PM

Staff report: Verbal

Presenter: Allan Pollock, General Manager

Mr. Pollock reported that the Statewide Transportation Improvement Fund Advisory Committee will have its kick-off meeting on Wednesday, August 1st from 5:00-7:00 p.m. The committee will initially meet several times to form their recommendations for projects to submit to the Board for approval at the October board meeting. Applications

for funding of these projects are to be submitted in November in accordance with the timeline established by ODOT for approval in April or May 2019.

Mr. Pollock advised that the STIF Advisory Committee has eight members; the Board recommended that there be 11 members and the statute states that the committee has to have seven members. One key area missing on the committee is a member meeting the low-income criteria. Staff has an application in process for people interested in applying for membership who meet one or more of the criteria listed.

Follow-up: Mr. Pollock will follow-up with ODOT on a more defined meaning of the low-income criteria for the committee.

3. GENERAL MANAGER COMMENTS

6:03 PM

Staff report: Pages 17-20 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed the Board's calendar of scheduled meetings and events, and a draft of upcoming agenda items for Board review or action.

4. WORK SESSION ADJOURNED

6:05 PM

Submitted and Recorded by:

Linda Galeazzi

Executive Assistant/Clerk of the Board