



Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING

and Public Hearing on Fare Changes

Thursday, February 28, 2019
6:30 PM

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

MEETING AGENDA

A. CALL TO ORDER

- 1. Note of Attendance for a Quorum
- 2. Pledge of Allegiance (Director Marcia Kelley)
- 3. "Safety Moment" Thought for the Day

B. ANNOUNCEMENTS & CHANGES TO AGENDA

C. PRESENTATION - None

D. SECOND READING AND PUBLIC HEARING – Ordinance 2019-01 Fares

This is the Second Reading of Ordinance 2019-01 by Title; and the conclusion of the public hearing process for the establishment of a revised fare structure, rates and effective date. The Board will receive public testimony at this time and then deliberate.

E. DELIBERATION OF PUBLIC HEARING

Shall the Board adopt Ordinance 2019-01 to repeal Ordinance #2014-02 adopted on October 23, 2014; and establish a revised fare structure, rates and effective date for transportation services provided by Cherriots? **1**

F. PUBLIC COMMENT

Time is designated at each Board meeting for members of the public to testify on any items of Board business, being limited to three minutes.

G. CONSENT CALENDAR

Items on the Consent Calendar are considered routine and are adopted as a group by a single motion unless a Board member requests to withdraw an item. Action on items pulled for discussion will be deferred until after adoption of the Consent Calendar.

1. Approval of Minutes

- a. Board Meeting of January 24, 2019 **57**
- b. Work Session of January 14, 2019 **65**

2. Routine Business Items - None

H. ITEMS DEFERRED FROM THE CONSENT CALENDAR

I. ACTION ITEMS

- 1. Resolution No. 2019-02 Bus Donation **69**
- 2. Approval of STFAC Recommendations for STF/5310 Funding **75**
- 3. Resolution No. 2019-01 Amend the FY2019 Adopted Budget **79**
- 4. Approval of Health Insurance Broker Services Contract

J. INFORMATIONAL REPORTS

- 1. Trip Choice – Second Quarter Report **85**
- 2. Performance – Second Quarter Report **93**
- 3. Finance – Second Quarter Report **105**

K. GENERAL MANAGER’S REPORT

L. BOARD OF DIRECTORS REPORTS 113

This is an opportunity for Board members to report on citizen communications, committee and meeting participation, or special projects they are participating in as a representatives of the District.

M. ADJOURNMENT

Next Regular Board Meeting Date: Thursday, March 28, 2019

PUBLIC HEARING ** Members of the public are encouraged to provide testimony during the Public Hearing. Persons unable to attend the Public Hearing may submit written testimony prior to the Public Hearing. Testimony may be submitted electronically to board@cherriots.org. Mail correspondence should be addressed to – SAMTD Board of Directors, 555 Court Street NE, Suite 5230, Salem, Oregon 97301

This is an open and public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

For an electronic copy of the Board meeting agenda packet, go to www.cherriots.org/board. Regular Board meetings are televised on Channel 21; and can be viewed at any time on CCTV’s website - <https://www.cctvsalem.org/all>.

AUDIENCIA PÚBLICA ** Se alienta a los miembros del público a brindar testimonio durante la audiencia pública. Las personas que no puedan asistir a la audiencia pública pueden presentar un testimonio por escrito antes de la audiencia pública. El testimonio puede ser enviado electrónicamente a board@cherriots.org. La correspondencia por correo debe dirigirse a: Junta de Directores de SAMTD, 555 Court Street NE, Suite 5230, Salem, Oregon 97301

Esta es una reunión pública y abierta en un lugar al que se puede acceder por ADA. Con 48 horas de anticipación, los audífonos y servicios auxiliares y los formatos alternativos están disponibles para personas con dominio limitado del inglés. Las solicitudes se pueden hacer directamente al Secretario de la Junta por teléfono al 503-588-2424 o con la asistencia de TTY: Servicios de retransmisión de Oregón al 1-800-735-2900 (o 711). El horario de la oficina de administración de Cherriots es de lunes a viernes de 8:00 AM a 5:00 PM.

Para obtener una copia electrónica del paquete de la agenda de la reunión de la Junta, vaya a www.cherriots.org/board. Las reuniones regulares de la Junta se televisan en el Canal 21; y se puede ver en cualquier momento en el sitio web de CCTV: <https://www.cctvsalem.org/all>.



To: Board of Directors

From: Ted Stonecliffe, Transit Planner II, Programs
Steve Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: February 28, 2019

Subject: Second Reading of Fare Ordinance 2019-01

ISSUE

Shall the Board direct the Second Reading of Ordinance No. 2019-01 by Title pursuant to ORS 198.540 and ORS 267.150, change the implementation date for the youth fare from July 1 to June 1, 2019 in Ordinance 2019-01, and adopt Ordinance No. 2019-01 with an effective date of June 1, 2019?

BACKGROUND AND FINDINGS

The last fare change for the District occurred in January 2015 with the adoption of Ordinance 2014-02 by the Board on October 23, 2014.

On November 1, 2018, Cherriots submitted its application to the Oregon Department of Transportation (ODOT) for the new Statewide Transportation Improvement Fund (STIF) formula funds. These new grant funds will provide for weekend, extended weekday, evening, and holiday service on Cherriots Local buses; and Saturday and holiday service on Cherriots Regional buses.

STIF funds will also be used to provide a new youth fare. This new fare category will satisfy a requirement of the STIF program, which states that at least one percent of the funds shall be used to improve transportation for students in grades nine through twelve. The District's STIF grant application recommends over two percent of the funds be dedicated to the proposed youth fare program in Fiscal Years 2020 and 2021.

Copies of the proposed fare table are provided in the Ordinance (**Attachment A**). Oregon statutes governing fare changes are provided as a reference in **Attachment B**. A full analysis of the fare change decision-making process is included in the 2018 Fares Analysis Report in **Attachment C**. The proposed changes in the youth fare categories are shown below in Table 1.

Table 1. Proposed Youth Fares (effective June 1, 2019)

Category	Current Reduced Fare	Proposed Youth Fare
Cherriots Local one ride youth (6-18)	\$0.80	\$0.50
Cherriots Local day pass youth (6-18)	\$1.50	\$1.00
Cherriots Local 30-day pass youth (6-18)	\$22.50	\$10.00
Cherriots Local annual pass youth (6-18)	\$270.00	\$120.00
Summer Youth pass (6-18)	\$40.00	Discontinued
Cherriots Regional one ride youth (6-18)	\$1.50	\$1.00
Cherriots Regional day pass youth (6-18)	\$3.00	\$2.00
Cherriots Regional month pass youth (6-18)	\$30.00	\$20.00

One change from the proposal that the Board considered at the First Reading of the Fare Ordinance was the implementation date of the youth fare from July 1, 2019 to June 1, 2019. Staff recommended this change due to the discontinuation of the Summer Youth pass. The cost savings incurred from not producing the pass in 2019 would help offset the revenue shortfall from implementing the entire new Youth Fare one month earlier.

A public notice of the fare ordinance proposal (**Attachment D**) was published in the *Statesman Journal* newspaper on January 18, 2019; and on the Cherriots website (cherriots.org) in both Spanish and English on January 17, 2019 with links to the board reports in the agenda packets for the January 14, 2019 Board work session and January 24, 2019 Board meeting and public hearing. There was also an article in the *SalemReporter* and in the February issue of Cherriots' newsletter which was sent to the District's email distribution list.

The Board conducted the First Reading of Ordinance #2019-01 by Title at its January 24, 2019 Board meeting. With the Second Reading of the proposed ordinance by Title, the Board shall receive and consider all citizens testimony from the Public Hearing before making a final decision on the fares, fare levels, and effective date. All comments received in writing by email or U.S. Postal Service mail by February 11, 2019 are included in **Attachment E**. Other comments received by the deadline (12:00 p.m. on February 28, 2019) will be included in a supplemental attachment (**Attachment F**). The changes in the ordinance are proposed to take effect on June 1, 2019.

FINANCIAL IMPACT

Based on the 2016 Rider Survey where 19.9 percent of Cherriots Local riders were ages 6-18, the revenue loss to the District to implement the youth fares in Table 1 is estimated at approximately \$136,813 per year. For Cherriots Regional, 8.8 percent of riders were ages 6-18 in the survey. This implies an annual revenue loss of \$2,242 for

Cherriots Regional riders. This is \$11,588 per month, combining Local and Regional. There is a savings of \$1,800 per year for not producing and marketing the Summer Youth pass. It is unknown how many youths would purchase this in future years, but in 2018, 210 passes were sold, which totals \$8,400. The net loss, assuming the same 210 youths would purchase three 30-day youth passes in the summer, for implementing the new youth fare one month early is \$11,888. These net losses in passenger-paid revenues will be included in the FY2019-20 Proposed Budget in the General Fund and the Transportation Programs Fund. An equal amount of the STIF funds will be used to subsidize the anticipated lost revenues.

RECOMMENDATION

Staff recommends that the Board consider (1) changing the **effective** date for the youth fare to June 1, 2019 instead of July 1, 2019 as is currently stated in the Ordinance; the youth fare is less expensive than the Summer Youth Pass, and the Summer Youth Pass is proposed to be eliminated. (2) Direct the Second Reading of Ordinance 2019-01 by Title. The Board will then receive citizen testimony during the Public Hearing regarding proposed changes to the fare structure, rates, and effective date for transportation services pursuant to ORS 198.540 and ORS 267.150. When there is no more public testimony, the Public Hearing will be closed; and the Board will move into deliberation.

PROPOSED MOTIONS

I move that the Board direct the Second Reading of Ordinance 2019-01 by Title.

This is the Second Reading of Ordinance No. 2019-01 by Title: "Ordinance No. 2019-01: Repealing Ordinance No. 2014-02 and Establishing SAMTD Fare Categories and Rates; and Establishing an Effective Date"

President Krebs will ask for testimony during the Public Hearing; and when there is no testimony, he will close the Public Hearing and move into Deliberation.

I move that the Board adopt Ordinance 2019-01 effective June 1, 2019 with a change in the implementation date for the youth fare from July 1 to June 1, 2019.



ORDINANCE NO. 2019-01

**REPEALING ORDINANCE NO. 2014-02
ESTABLISHING SAMTD FARE CATEGORIES, RATES,
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the Salem Area Mass Transit District (“SAMTD”, herein) has determined that fare categories and rates must be established to enhance operating efficiencies and passenger service;

WHEREAS, SAMTD shall consist of, and operate as a single zone for the purpose of determining rates for transportation services provided by or through the District.

WHEREAS, fare categories, structure and prices for transportation services shall be established by the Board of Directors from time to time by ordinance.

NOW, THEREFORE, IT IS ORDAINED BY THE SALEM AREA MASS TRANSIT DISTRICT BOARD OF DIRECTORS:

THAT, the Board finds, determines and declares that the adoption of Ordinance 2019-01 is necessary to ensure the continued safe and efficient operations of the District; and

THAT, the fare categories, prices and structure set forth in Table 1 below are hereby established for transportation service;

THAT, on the effective date of this Ordinance, Ordinance 2014-02 is repealed and the provisions of any other ordinance heretofore adopted are hereby repealed to the extent that the same are in conflict with the provisions of this Ordinance;

THAT, the effective date of this Ordinance shall be June 1, 2019.

Fare Category	Description
Adult	Passengers who do not fall under any other fare category
Reduced	Passengers, who are 60 years old or greater, or disabled according to the criteria of SAMTD policy and procedure.
Youth	Passengers 6 years of age up through 18 years of age.
Child	Passengers up through 5 years of age.
Cherriots LIFT	Passengers who meet the ADA Eligibility Requirements under CFR 49, Section 37.123, of the Americans with Disabilities Act of 1990.

Employer Pass Program	Companies, organizations, and government agencies with ten (10) or more employees. The monthly rate is calculated by multiplying the total number of employees by the qualifying rate. The monthly rate qualifies all employees for a monthly pass: For-profit companies: \$4.80/employee; Non-profits, state, and federal governments: \$5.60/employee
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**TABLE 1
FARE PRICES AND FARE STRUCTURE**

	Current Adult	Proposed Adult*	Current Reduced	Proposed Reduced*	Current Youth	Proposed Youth*
Cherriots Local						
1 ride	\$1.60	\$1.60	\$0.80	\$0.80	\$0.80	\$0.50
Day pass	\$3.25	\$3.25	\$1.50	\$1.50	\$1.50	\$1.00
30-day pass	\$45.00	\$45.00	\$22.50	\$22.50	\$22.50	\$10.00
Summer youth pass	N/A	N/A	\$40.00	N/A	\$40.00	N/A
Annual pass	\$540	\$540	\$270	\$270	\$270	\$120
Cherriots Regional						
Single fare	\$2.25	\$2.25	\$1.50	\$1.50	\$1.50	\$1.00
Day pass	\$4.50	\$4.50	\$3.00	\$3.00	\$3.00	\$2.00
Monthly pass	\$60.00	\$60.00	\$30.00	\$30.00	\$30.00	\$20.00
Cherriots Shop and Ride						
Single fare shopper shuttle	N/A	N/A	\$1.25	\$1.25	N/A	N/A
Single fare dial-a-ride	N/A	N/A	\$3.20	\$3.20	N/A	N/A
Ticket book (10 tickets) shopper	N/A	N/A	\$12.50	\$12.50	N/A	N/A
Cherriots LIFT						
Single fare	N/A	N/A	\$3.20	\$3.20	N/A	N/A
Cherriots Route 1X - Salem/Wilsonville Express						
Single fare	\$3.00	\$3.00	\$1.50	\$1.50	\$1.50	\$1.50
Day pass	N/A	N/A	N/A	N/A	N/A	N/A
Universal monthly pass (for Cherriots Local, Route 1X, and Cherriots Regional)	\$85.00	\$85.00	\$42.50	\$42.50	\$42.50	\$42.50

*Proposed Changes Effective Date: June 1, 2019

SALEM AREA MASS TRANSIT DISTRICT

ATTEST:

Robert Krebs, President/Presiding Officer

Linda Galeazzi, Recording Secretary

First Reading:	<u>January 24, 2019</u>
Second Reading:	<u>February 28, 2019</u>
Adoption:	<u>February 28, 2019</u>
Effective Date:	<u>June 1, 2019</u>

APPROVED AS TO FORM

Ben Fetherston, District Legal Counsel





ORS § 267.320¹ - User Charges, Fees and Tolls

- Persons over 65

(1) Except as otherwise provided in this section, to carry out the powers granted by ORS [267.010 \(Definitions for ORS 267.010 to 267.390\)](#) to [267.390 \(Acceptance of funds from United States\)](#), the district board may by ordinance impose and may collect user charges, fees and tolls from those who are served by or use the transit system and other facilities and services of the district.

(2) The district shall not charge a person over 65 years of age a fee of more than 50 percent of the regular fee for transportation provided by the district. The maximum fee established by this subsection does not apply on any weekday, Monday through Friday, between the hours of 5 a.m. and 9 a.m. or between the hours of 3 p.m. and 7 p.m. [1969 c.643 §26; 1973 c.474 §1; 1975 c.124 §1; 1975 c.169 §1; 1981 c.634 §1; 2003 c.14 §131]

ORS § 198.540¹ - Notice Prior to Adoption of Ordinance Affecting Regulation

(1) Except in an emergency, an ordinance adopting, amending or repealing a regulation shall not be considered or voted upon by a district board unless the ordinance is included in the published agenda of the meeting. The agenda of a meeting shall state the time, date and place of the meeting, give a brief description of the ordinances to be considered at the meeting and state that copies of the ordinances are available at the office of the district board.

(2) The presiding officer shall cause the agenda to be published not more than 10 days nor less than four days before the meeting, in one or more newspapers of general circulation within the district or, if there is no such newspaper, in a newspaper of general circulation in each county in which the district is located. The presiding officer may also cause the agenda:

- (a) To be posted in three public places within the district at least 10 days before the meeting; or
- (b) To be published by radio and television stations broadcasting in the district as provided by ORS [193.310 \(Definitions for ORS 193.310 to 193.360\)](#) and [193.320 \(Radio and television broadcasts as supplement to newspaper publication\)](#). [1971 c.268 §4]

ORS § 267.150¹ - Ordinances

- Regulating Use of Facilities
- Public Hearings
- Route, Schedule Changes

(1) The legislative authority of a district board shall be exercised by ordinance.

(2) The board may enact police ordinances relating to the protection, use and enjoyment of district property and facilities. A district may appoint peace officers who shall have the same authority as other peace officers, except that such authority shall be limited to the enforcement of police ordinances of the district and the enforcement, for purposes relating to the protection, use and enjoyment of district property and facilities, of state and local laws.

(3) The board may, by ordinance, provide a procedure for the conduct of public hearings on proposed changes in transit routes and schedules. The board may delegate to the general manager or other administrative officer the authority to conduct such hearings.

(4) An ordinance shall not be required for a mass transit district to adopt temporary or experimental changes in routes and schedules. [1969 c.643 §17; 1973 c.116 §2; 1975 c.392 §1]



2018

FARES ANALYSIS REPORT

DECEMBER 2018

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APPENDICES

A-1

1.0 Introduction

As part of the FY2006 budget process, the Board directed staff to evaluate fares every two years to assess the need for changes. This procedure was also recommended as a standard practice in the District's 2004 Strategic Business Plan. The last fare change occurred in January 2015, and subsequent analyses were delayed due to the expected influx of new operating funds beginning in 2019 from the Statewide Transportation Improvement Fund (STIF). It was determined in 2017 that an analysis should be postponed until 2018 when the enhanced service plan (the "A Better Cherrriots" plan) is finalized and submitted to the Board's STIF Advisory Committee for review.

2.0 Proposal for July 2019 Fare Change

A proposal with five major goals was developed by staff and presented to the Board at the April 9, 2018 work session. Among other items, the Administrative Rules for this new funding call for transit agencies to *"fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low Income Households."*

2.1 Proposal goals

The goals of the fare change proposal are as follows:

1. Simplify fare structure
2. Facilitate transfers between local and regional buses
3. Help families and low-income riders
4. Encourage youth to ride
5. Ensure fare structure is equitable

2.2 Public outreach

In turn, a survey was developed to ask the public their opinion of each proposed change and to hear their ideas about other desired changes. The proposal was presented to the public for three weeks in May and June 2018 with details in English and Spanish on the following website: cherrriots.org/better. Surveys were also collected on paper in English and Spanish via in-person tabled events. Notices were placed at the following locations:

- Posters on all Cherrriots Local buses
- Take-one flyers on all Cherrriots Local and Regional buses
- Monitor ads on the Downtown Transit Center departure screens
- Stop notices at all Cherrriots Regional bus stops
- Advertising on the front page of cherrriots.org

- Social media posts (Twitter and Facebook)

Seven in-person events were held to solicit participation in the survey. Table 1 below shows the date, time, and location of each:

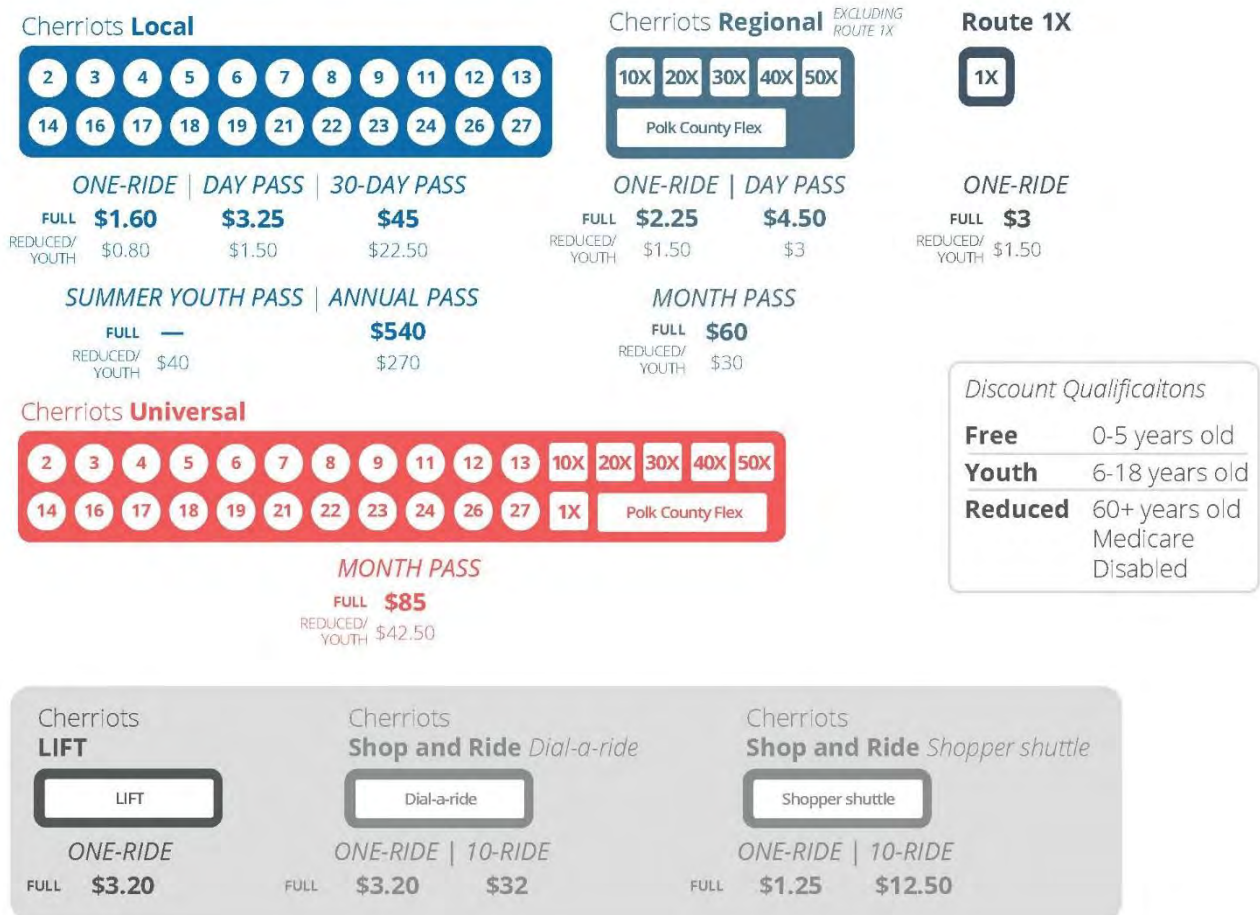
Table 1. Outreach event dates, times, and locations

Date	Time	Location
5/22/18	12:30 – 3:30pm	Downtown Transit Center (DTC) Customer Service Lobby
5/24/18	2:30-5:30pm	DTC Center Island Table
5/29/18	11:00-2:00pm	Chemeketa Community College Free Speech Table (Building 2)
5/30/18	11:00-1:00pm	Open Bus at Wed. Farmers' Market
5/31/18	10:00-1:00pm	DTC Customer Service Lobby
6/6/18	12:30-3:30pm	DTC Customer Service Lobby
6/7/18	1:00-4:00pm	Keizer Transit Center lobby

2.3 Existing versus Proposed Fare Structure

The existing fare structure has not changed since January 2015. The existing fares are summarized in Figure 1 below.

Figure 1. Current Cherrriots fare structure (June 2018)



The original proposal for a new fare structure, beginning in July 2019, is summarized in Figure 2. No changes to the Cherriots Local system fares are proposed with this proposal.

Figure 2. Proposed Cherriots Fare Structure (July 2019) as presented to the public in May and June 2018



Staff gathered input from the public through outreach events and in-person and online surveys in English and Spanish.

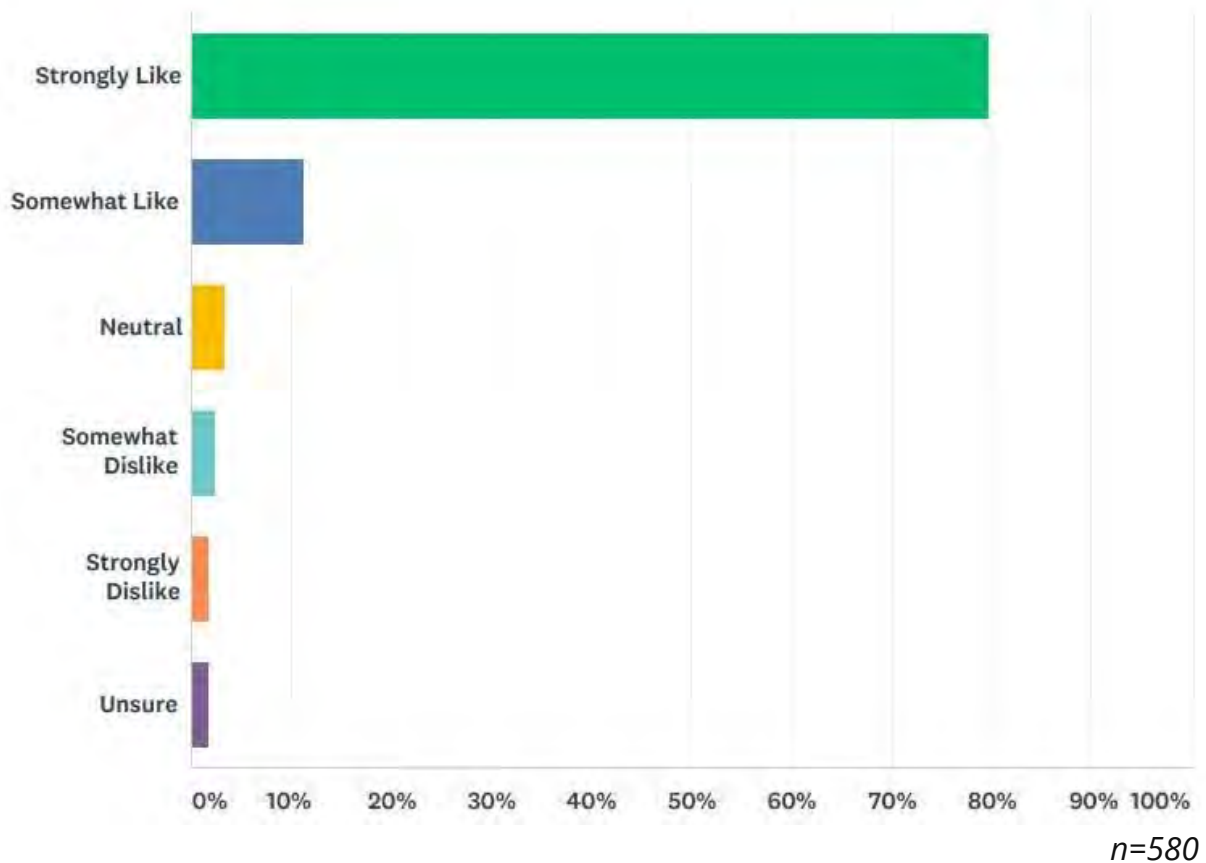
2.4 Survey Results

In total, 592 surveys were received (141 paper copies and 451 online), which is a good response rate considering the non-controversial nature of the survey and how only one fare category is proposed to increase. The following are results of each survey question:

2.4.1 Survey question #1

The first question on the fare survey asked people about the proposal to make low-income a qualification for being able to ride by paying only a reduced fare on all Cherriot's services. Figure 3 below shows the survey results for question #1:

Figure 3. Question #1: "How do you feel about the proposal to allow low-income households who qualify for selected social service programs (exact programs to be determined at a later date) to qualify for reduced fares on all Cherriot's Local and Regional buses?"

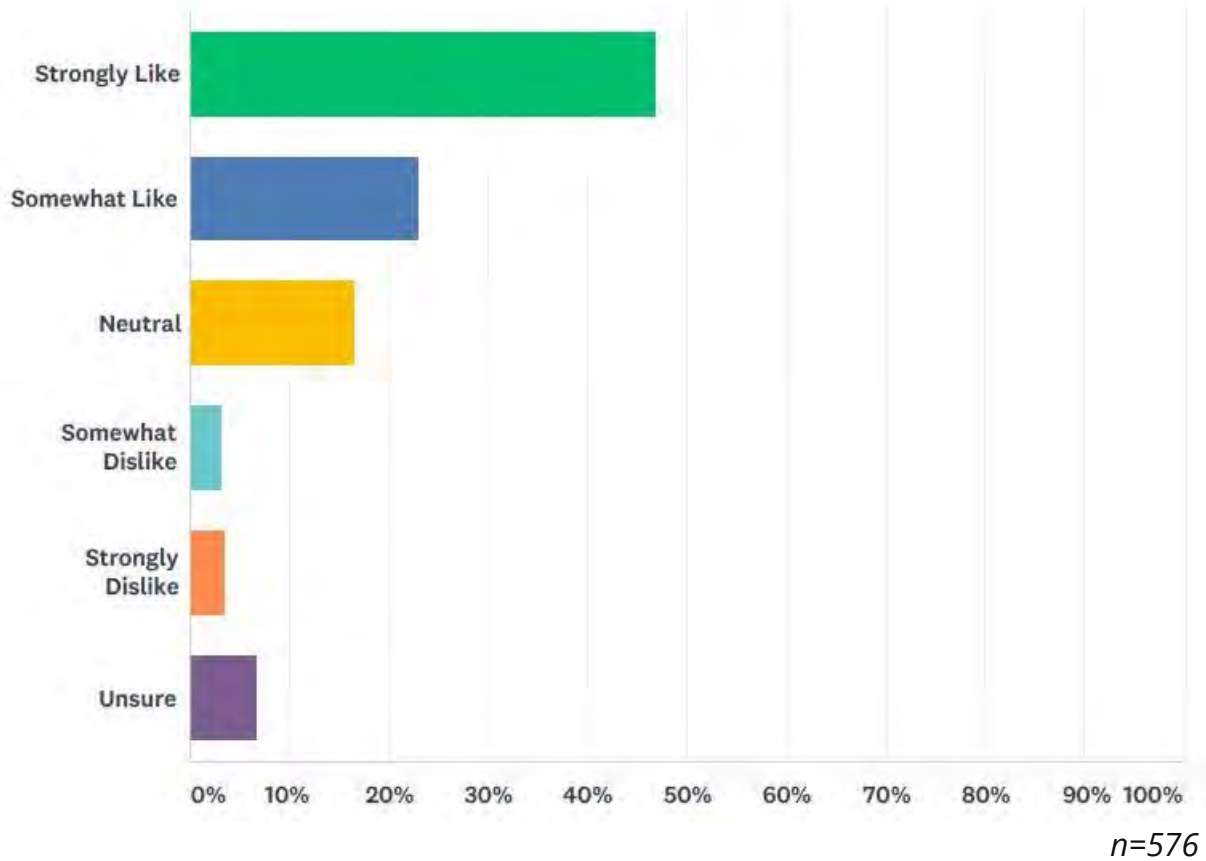


An overwhelming majority of respondents approved of the idea of including low-income as a qualification for reduced fares with 90.9 percent saying they either strongly liked or somewhat liked the proposal. This is likely due to the fact that at least two-thirds of existing riders would qualify for the reduced fare based on income.

2.4.2 Survey question #2

The second question asked people about the plan to simplify fares for the Cherriots Regional system. Figure 4 below shows the resultant response:

Figure 4. Question #2: How do you feel about the proposal to make the fares for Route 1X and other Cherriots Regional routes the same (\$2.50 for adults)? This would mean a reduction in the price for Route 1X and an increase for Routes 10X, 20X, 30X, 40X, 50X and the Polk County Flex.

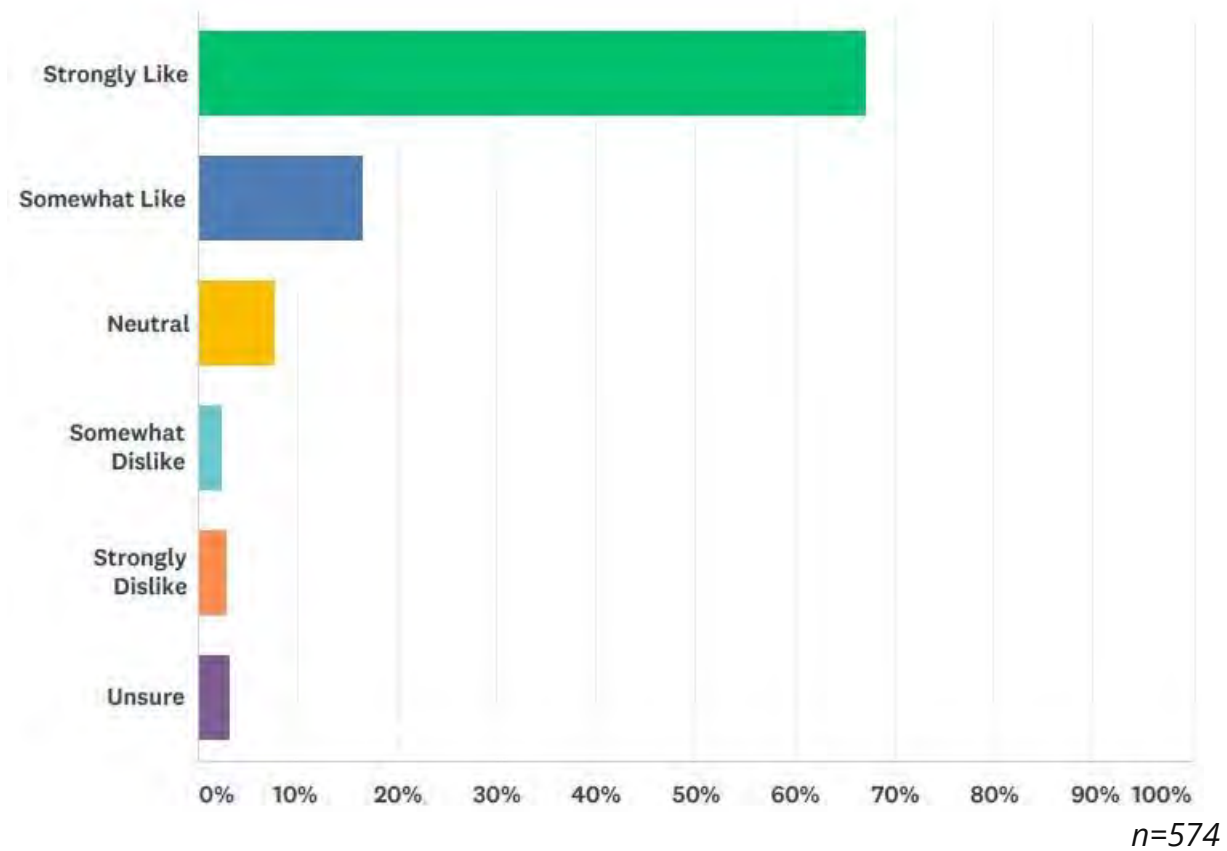


Again, a large majority of respondents approved of the idea of simplifying fares on the Cherriots Regional services with 70.0 percent saying they either strongly liked or somewhat liked the proposal. There were 3.7 percent that strongly disliked the proposed fare simplification. Those were likely the people who only ride Routes 10X, 20X, 30X, 40X, or 50X, and never transfer to other services; neither would they qualify for the low-income fare category. A large number of respondents were neutral on the subject most likely due to the fact that they never ride the regional buses.

2.4.3 Survey question #3

The third survey question asked people if they would favor creating a universal day pass for \$5.00, which could be used on all Cherriots services for one day. Figure 5 shows the results.

Figure 5. Question #3: How do you feel about creating a universal day pass for \$5 (adults) good on all Cherriots Local and Regional buses (including Route 1X), and lowering the price for the universal month pass from \$85 (for adults) to \$75?

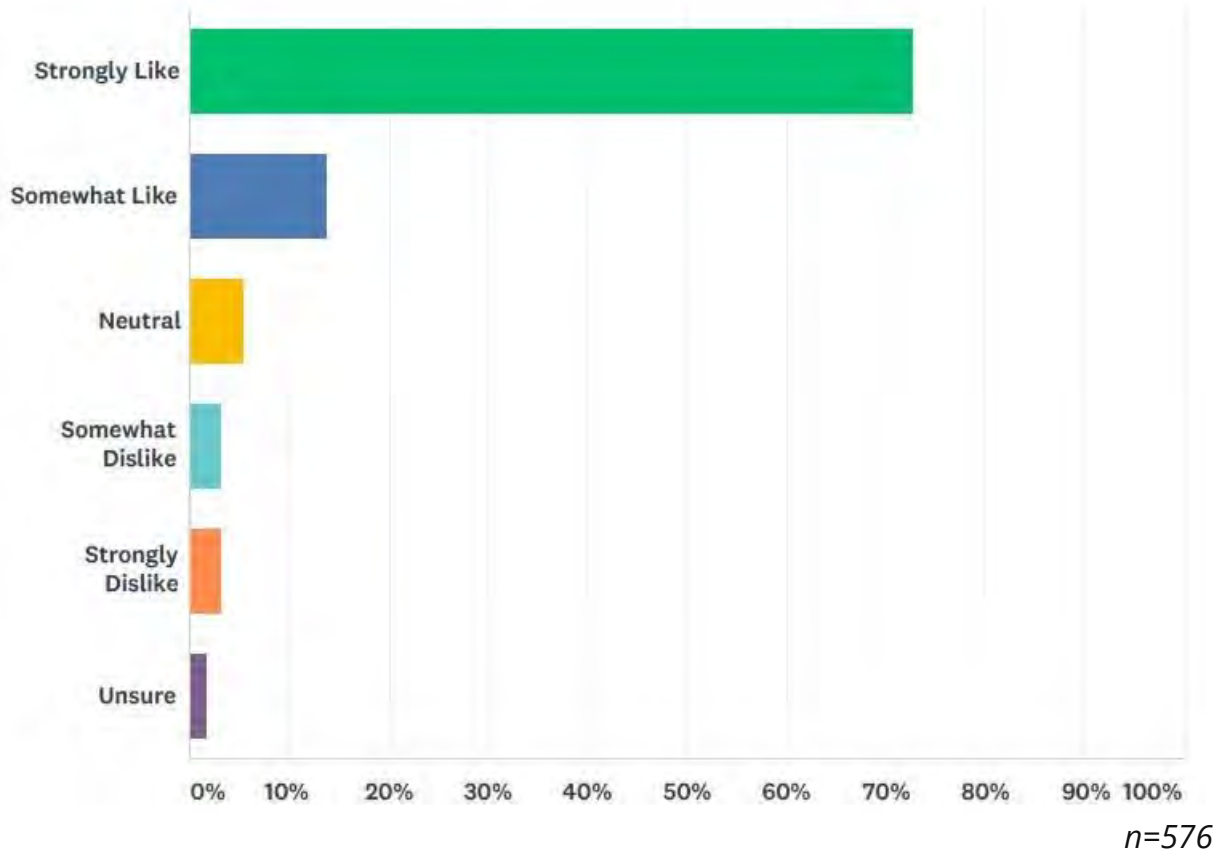


Again, most people (83.8 percent) responding to the survey said they either strongly like or somewhat like the proposal. A small number who strongly disliked the proposed change are riders who only ride Routes 10X, 20X, 30X, 40X, or 50X and buy a monthly pass today for only \$60. The increase to \$75 was unacceptable to them because they wouldn't transfer to the Cherriots Local routes or Route 1X. However, looking at pass sales in the Customer Service Lobby at the Downtown Transit Center, most people riding the 10X, 20X, 30X, 40X, and 50X do not buy the Regional only month pass, they purchase the universal month pass, because they ride on Cherriots Local or 1X buses in addition to the 10X, 20X, 30X, 40X, or 50X.

2.4.4 Survey question #4

The fourth question asked people about making the fare free for children 0-11 and middle and high school students who have a valid student ID. The results are displayed in Figure 6. below.

Figure 6. Question #4: Cherrriots is proposing to make it free to ride for children ages 0-11, middle school, and high school students (including home-schooled children)... How do you feel about this proposal?

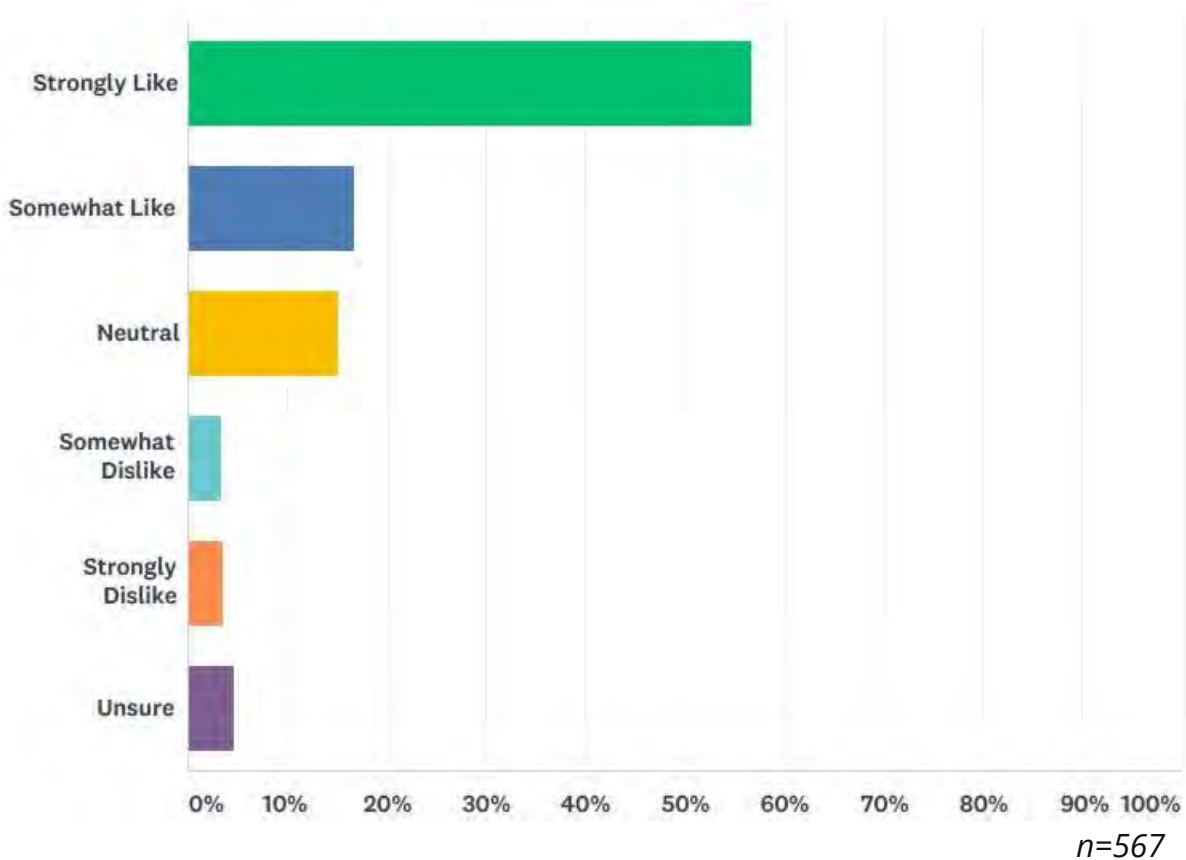


86.6 percent of respondents approved of this idea to make it easier for youth and families to ride together. Those who disliked the proposal said that the kids should continue to pay the reduced fare in order to reduce unpunished vagrancies committed on the bus by youths.

2.4.5 Survey question #5

The fifth question asked people about creating a month pass for Cherriots LIFT customers. This pass would be valid for a whole calendar month and would allow unlimited rides on Cherriots LIFT, Regional, and Local buses. Figure 7 below shows the responses to this question:

Figure 7. Question #5: How do you feel about the proposal to create a monthly universal pass for Cherriots LIFT customers, which would be good on all Cherriots LIFT, Local, and Regional buses for \$90/month?

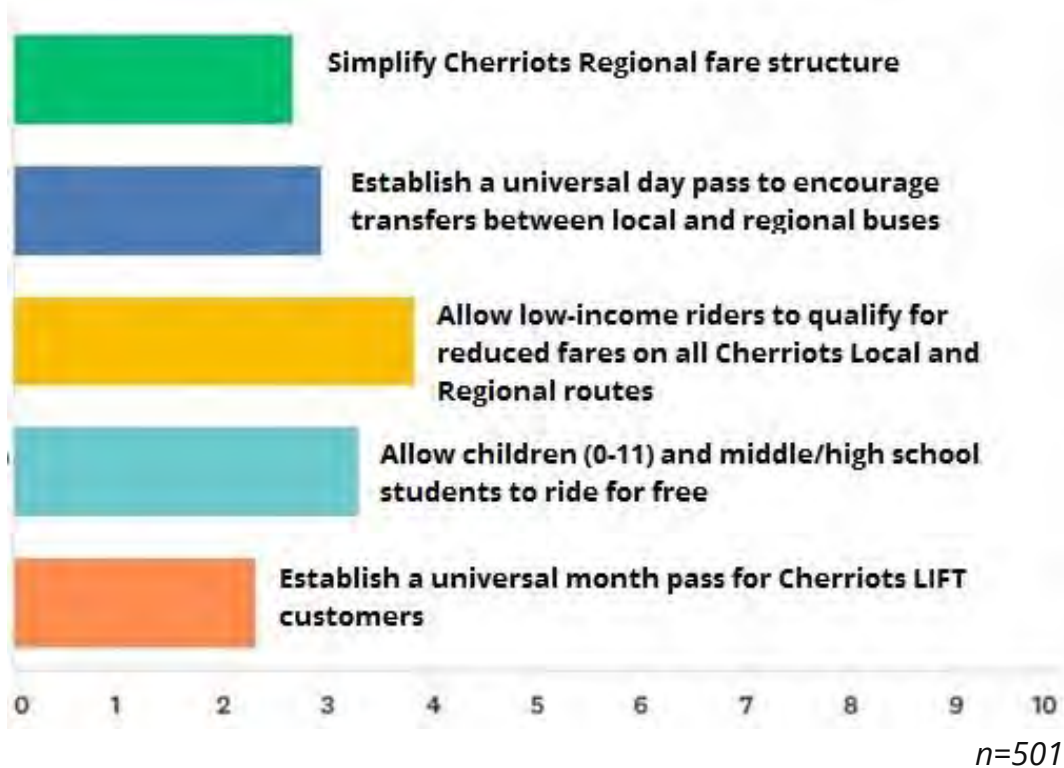


A large majority (73.5%) of respondents approved of the idea of creating a month pass for Cherriots LIFT customers. The reason behind the proposed pass is to offer people who are eligible for ADA paratransit the same benefit fixed-route bus customers get from having a monthly pass. Although not required by the ADA or FTA, it closes an equity issue in the family of Cherriots services.

2.4.6 Survey question #6

The sixth question asked people to rank the previous five fare strategies in order of preference so if one had to be funded before another, the Board would have some direction on rider preference. Figure 8 shows the results below:

Figure 8. Question #6: Please rank the strategies in questions 1 through 5 above, with 1 as your most important and 5 as your least important.



Survey respondents preferred the low-income fare first (score of 3.83), followed by the free youth fares (3.30), then establishing a universal day pass (2.96), then simplifying the Cherriots Regional fare structure (2.68), and lastly establishing a month pass for Cherriots LIFT customers (2.33). If funding were short, the programs with the lowest scores could be considered first, but the effect on the budget would also have to be taken into consideration.

2.4.7 Survey question #7

This question was an opportunity for people to write whatever comments they had regarding the fare change proposal. All of the comments were read and summarized in a spreadsheet provided in Appendix D. The following bulleted list summarizes the comments into major categories followed by the detailed comments, in order of frequency. Comments with only a single occurrence are excluded; the number of comments received appears in parentheses after each:

- Cheaper fares needed (50)
 - Reduced or free fare needed for college students too (15)
 - Cheaper monthly passes requested (5)
 - Cheaper for low-income families (3)
 - Cheaper for disabled riders (3)
 - Cheaper than proposed for all categories (2)
 - Free for everyone (2)
 - Cheaper annual pass (2)
 - Free for low-income people instead of reduced (2)
 - Free for seniors over 80 years old (2)
 - Cheaper adult day pass (2)
 - Lower all fares to minimize complexity (2)
 - Change senior age cutoff to 55+ rather than 60+ (2)
- Service suggestions (46)
 - 7-day service needed (23)
 - Extended evenings needed (9)
 - Expand coverage in West Salem (2)
 - Improve frequency to increase ridership (attract non-riders) (2)
- Technology requests (15)
 - Implement efare technology (12)
 - Smartcards with money loaded on them (2)
- No free youth fares (13)
 - Middle & High School students can pay reduced fare (4)
 - Youth should pay unless low-income (3)
- Cherriots LIFT month pass too expensive (8)
- Even increments desired (6)
 - Increments of 25 cents better than current system, which requires nickels and dimes (5)
- On-board experience suggestions (5)
 - Zero tolerance for misbehavior
- Ticket books requested (3)
 - One-ride tickets should be available (2)
- Route 1X suggestions (3)
- Bring back paper transfers with time limits (3)
- Have a weekly pass option (3)
- 30-day pass is actually a 22-day pass (2)
- Low income and free youth fares will take away service from the rest of the riders (2)
- Safety a high priority (2)

2.4.8 Survey questions #8 – 14

The end of the survey included some optional questions to find out if they ride often or not, gauge whether we were reaching riders on all services, and ask whether they live inside or outside of the Salem-Keizer urbanized area. Question 8 asked how often they ride. Question 9 listed all of the routes offered and let people check the ones they have used. Questions 10-13 asked their name, email, and phone number, and #14 asked whether they live inside or outside the Salem-Keizer area. Figures 9 – 11 show the results from these optional questions:

Figure 9. Question #8: Generally, how often do you ride the bus?

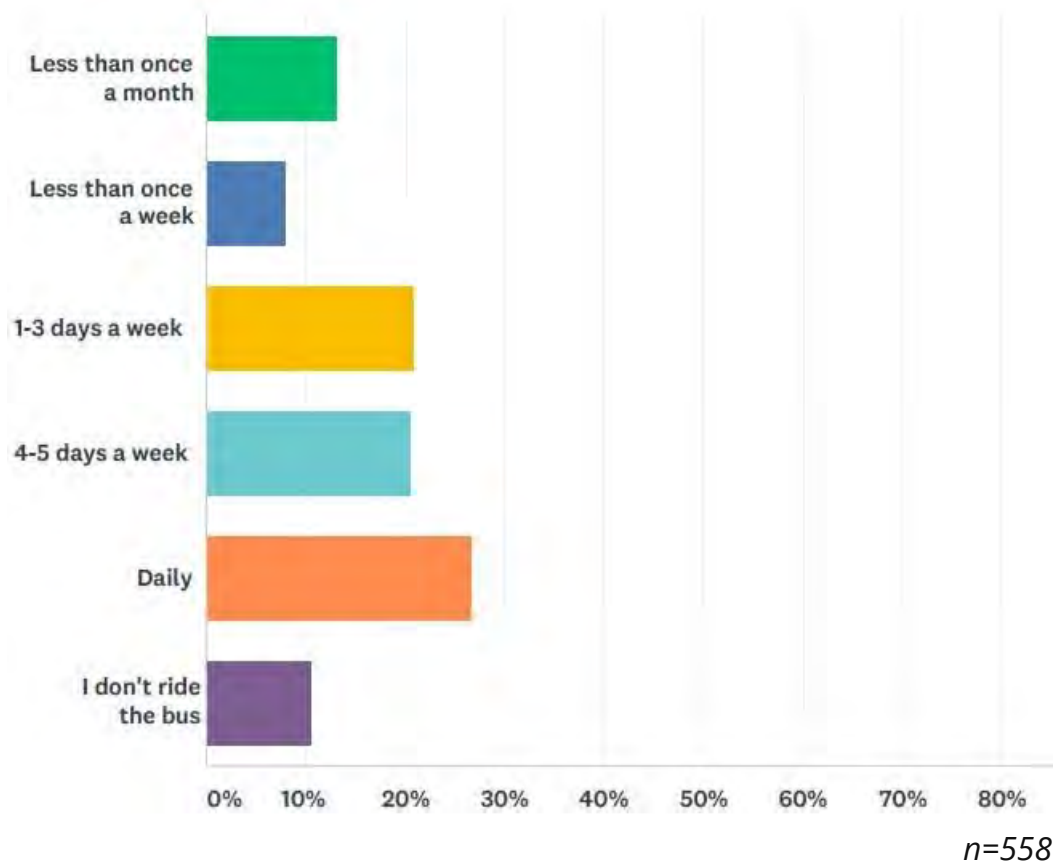


Figure 10. Question #9: What routes or services do you ride? Check all that apply.

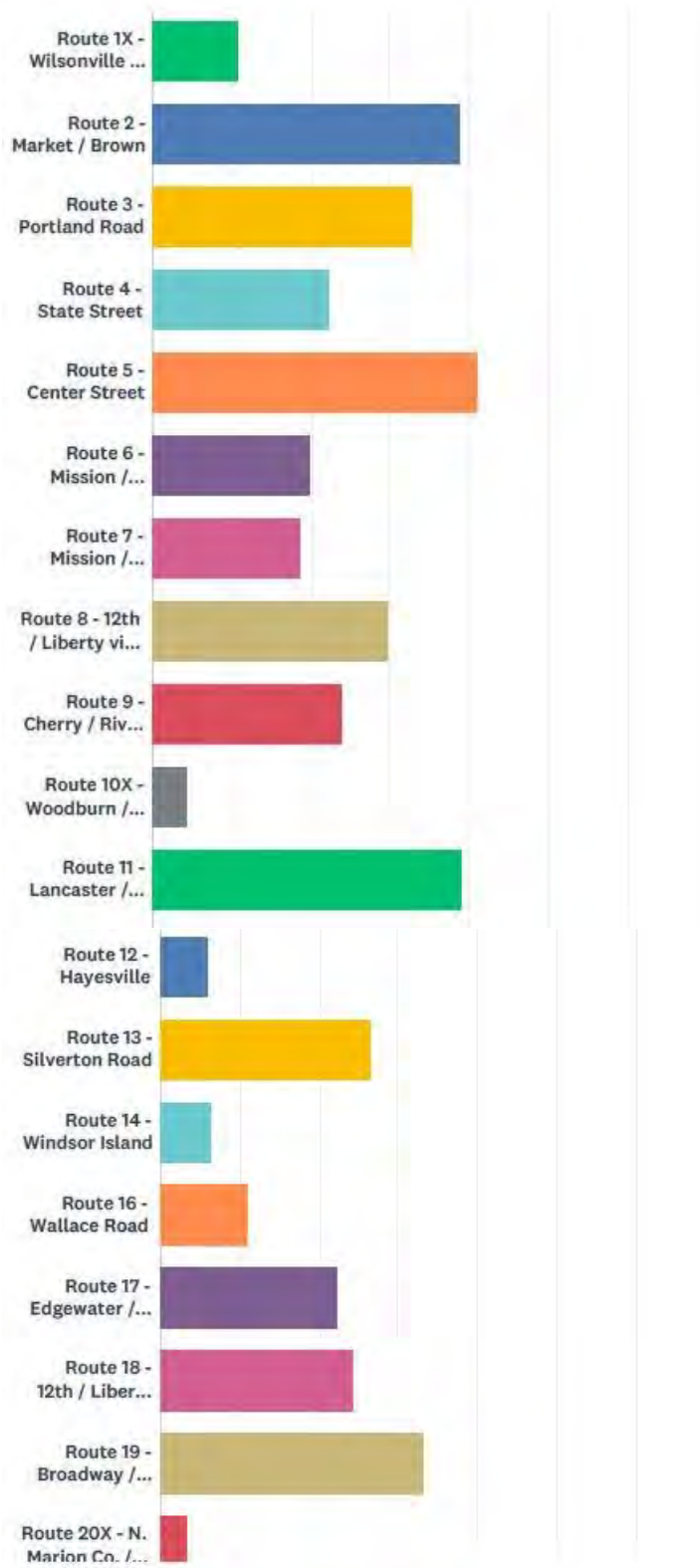


Figure 10. Question #9 (continued)

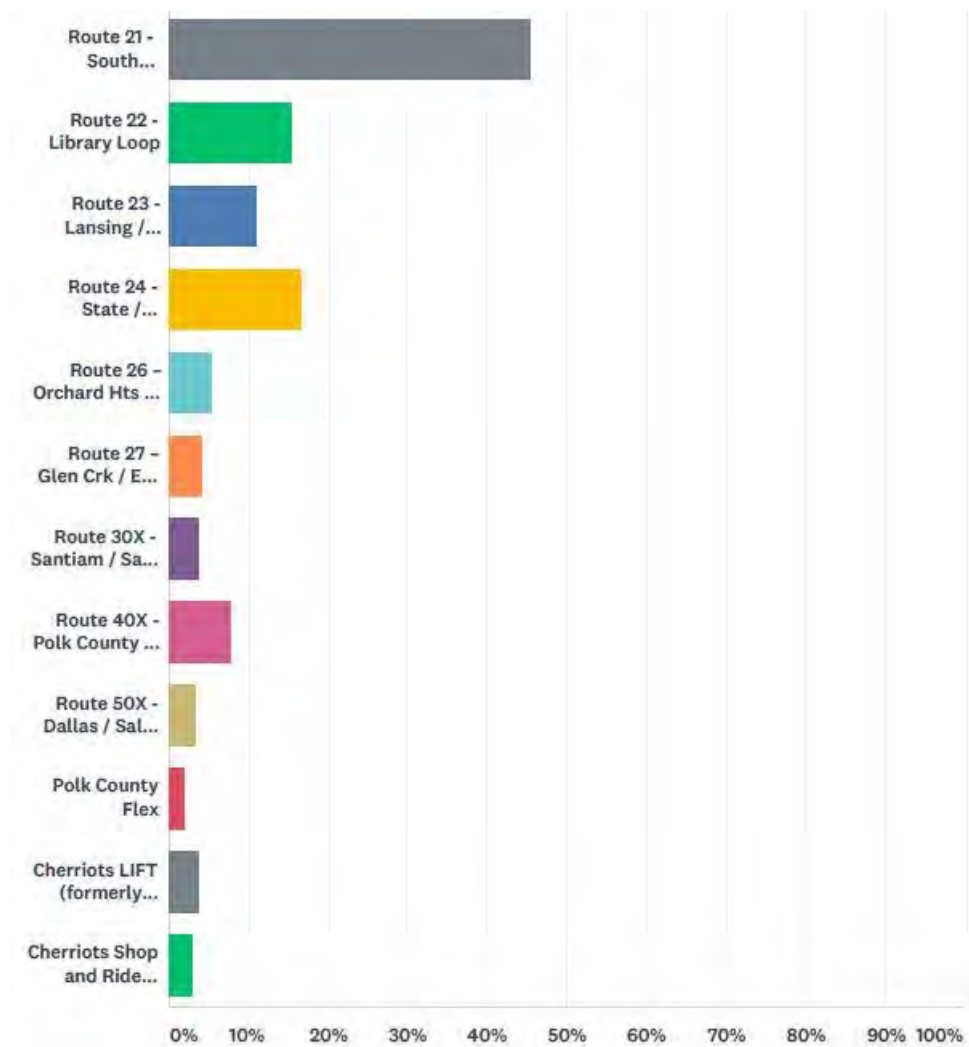
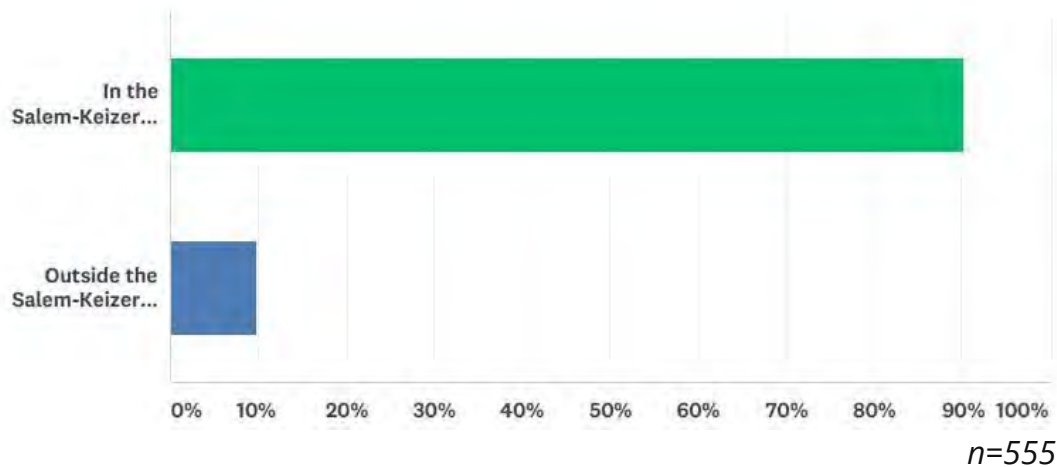


Figure 11. Question #14: Where do you live (inside or outside of the Salem-Keizer area)?



3.0 Data analysis and proposal revisions

The survey data presents the opportunity to weigh costs and benefits of each of the five proposed changes proposed for July 2019. The following section discusses these costs and risks, and makes recommendations for any revisions to the proposal that will go to the Cherriots Board for approval.

3.1 Costs of letting low-income individuals qualify for reduced fares

According to the rider survey completed in 2016, about three quarters of adult fare riders are living at or below 200% of the Federal Poverty Level (FPL). Looking at the fare income received in fiscal year 2016, and assuming that 100% of those eligible would pay the reduced fare instead of a full fare, this implies that the District would have to supplement approximately \$449,000 in Statewide Transportation Improvement Fund (STIF) dollars for lost fare revenue each year.

This program would rely on existing social benefit programs in order to validate a customer’s income. The programs displayed in Table 2 below are proposed for income proof:

Table 2. Qualifying programs that validate a person as having a low income

Program	Income eligibility (FPL = Federal Poverty Level)	2018 Oregon household income for a single person	2018 Oregon household income for a family of four
Supplemental Nutrition Assistance Program (SNAP)	185% FPL	\$22,464	\$46,440
Oregon Department of Education Child Nutrition Program (free and reduced price lunch)	Reduced price meals: 187% FPL Free meals: 132% FPL	Reduced price meals: \$22,311 Free meals: \$15,678	Reduced price meals: \$45,510 Free meals: \$31,980
Oregon Health Plan / Medicaid	Adults: 138% FPL Children: 300% FPL Pregnant women: 187% FPL	Adults: \$16,644 Children (family of two): \$49,536 Pregnant women: \$22,920	Adults: \$22,920 Children: \$75,036 Pregnant women: \$46,740
Oregon Temporary Assistance for Needy Families (TANF) or the Oregon Trail Card (EBT)	125% FPL (or 200% FPL with exceptions)	\$21,978 (\$23,760 with exceptions)	\$30,375 (\$48,600 with exceptions)

Customers would come in to Customer Service at the Downtown Transit Center and present a form of personal identification and proof that they receive benefits from one of the above programs. Program cards such as SNAP or EBT cards that do not have the person's name on them will not be accepted. Acceptance letters from the sponsoring organization must be provided in these cases. The Customer Service Representative would then issue them a reduced fare card in order for the drivers to know that they should allow them to pay only the reduced fare. This is the same card that disabled, seniors over 60, and Medicare card holders receive and does not identify them as a low income person.

3.1.1 Low-Income Fare Determination

In October, 2018, it was determined that the costs of implementing a low-income fare were too great in order to begin such a program in 2019, especially with the uncertainty of the STIF allocation dollar amounts. This fact was presented to the STIF Advisory Committee, which agreed that beginning the program should wait until the STIF formula allocation is better known.

3.2 Costs of regional fare simplification

Standardizing Cherriots Regional fares would simplify the fare structure and make it easier to communicate the cost to ride on a Cherriots Regional bus to customers. This will mean lower fares for Route 1X adult paying customers, but adults riding the contracted regional routes (10X, 20X, 30X, 40X, 50X, and Polk County Flex) who do not qualify for a reduced fare will pay a slightly higher fare (\$2.50 instead of \$2.25). The justification for this higher fare is that riders will be getting a higher level of service beginning in September 2019 with the service enhancements made as part of the A Better Cherriots changes. This will likely include Saturday service and an increased number of daily round trips on some regional routes.

As part of the simplification, reduced cash fares would be lowered to be a true half fare, where today the reduced fare is 67% of the adult fare. A combination of these changes for contracted regional and Route 1X fares would have a negative impact of \$7,415 per year. This would be partially offset by the establishment of the universal day and month passes as described in Section 3.3 below.

3.2.1 Regional Fare Simplification Determination

Simplifying the regional fare structure is highly desirable from a customer service standpoint, but the analysis required by the District's Title VI program shows that steps such as creating a universal day pass would disproportionately burden low-income riders. Without the option of a reduced fare where income could qualify a

rider for the lower fare, the District will not be able to provide a simpler fare structure for the regional system.

3.3 Cost of establishment of the universal day pass and lowering the cost of the universal month pass

Currently there is no day pass on Route 1X. The other regional routes have a day pass that costs \$4.50 (\$3 for reduced), but these day passes do not work on the 1X or on Cherriots Local routes. The day pass for Cherriots Local does not work on regional buses either. Riders would benefit from a fare product that allows them to ride on one pass for the entire day, no matter what service they ride.

Also, there is currently a universal month pass for \$85 (\$42.50 for reduced) that works on all Cherriots routes. There is also a month pass that only works on contracted regional routes for \$60 (\$30 for reduced).

Replacing the day pass of the contracted regional routes with a universal day pass at a low cost of \$5 (\$2.50 for reduced) would increase the mobility options for users who ride two or more of the three fixed-route Cherriots systems (Cherriots Local, Cherriots Regional, and Route 1X). People ineligible for the reduced fare would see an increase in the cost of a monthly pass from \$60 to \$75, but they would also get access to the entire system. To demonstrate the added value to this expansion of access, one could say that a person using a universal month pass has access to approximately seven times more bus service if one compares the Cherriots Local system revenue hours to the Cherriots Regional system. Even if a person who rides daily on Cherriots Regional buses only rides Local and Regional services five times in a month, it would be more economical to purchase the universal month pass when compared to the old Regional month pass plus five day passes on Cherriots Local. This makes this option very attractive to a large number of Cherriots Regional customers.

The projected annual cost to implement the universal day pass (\$5 for adults, \$2.50 for reduced) and lower the cost of the universal month pass (from \$85 to \$75 for adults) is a gain of revenue instead of a loss. This is due to the fact that more people purchase the contracted regional month passes than the universal month passes. The projected gain is \$2,503. Therefore, there is a net loss of \$4,912 due to the changes in Sections 3.2 and 3.3 (fare simplification and establishment of the universal day pass and lowering the cost of the universal month pass).

3.3.1 Universal day pass and lowering the cost of the universal month pass Determination

3.4 Cost and concerns of offering free youth rides

Currently large families have to spend a lot of money to ride on transit together. Children ride for free through age five, but after that they need a youth fare to ride. When a family has multiple children, the cost to ride can add up quickly and make driving seem much more cost-effective. The cost of the fares is especially burdensome for low-income families.

Additionally, it is costly for middle and high school students to ride the bus. The State of Oregon used to fund a program to give free bus passes to these students. When that program was discontinued in 2011, the drop in ridership Cherriots experienced was higher than the drop we saw when we eliminated Saturday service in 2009.

The strategy proposed to the public included free rides for all children ages 0-11 and middle and high school students who display a valid student ID to the driver. Reasons provided that support this change include:

- Making trips free for children 11 and younger would reduce the burden experienced by low-income families.
- Bringing back the middle and high school student bus pass program would give students access to school, before and after school activities, summer programs, and employment.
- Both programs would lead to more people riding the bus at a younger age, making it more likely they would ride as adults—and helping more riders in the community see the value of transit firsthand.

Disadvantages of letting youth ride for free were heard in the public outreach conducted in May and June 2018. People are concerned that youth will not be disciplined if they don't follow the rules of riding the bus. Another concern is that vagrancy of youth could convince good behaving riders (including youth) that the ride isn't safe and they will seek other options, lowering ridership. These are valid concerns, but not anything that could not be monitored and addressed through education and enforcement campaigns.

Overcrowding of buses around the times when schools let out could also happen, but this could be solved by providing overload "trippers" that are added on when needed.

The cost of providing a free youth pass is estimated at \$393,000 per year. However, if the goal of Cherriots is to increase ridership, this is a very easy way to accomplish this.

3.4.1 Free youth Ride Determination

The Cherriots Board weighed in to the idea of a free youth program at the October 8, 2018 Board Work Session. There, they voiced a desire to help youths have cheaper fares, but also voiced concerns for the concept of a free pass for all youth ages 0-18. Therefore, the final proposal was developed to provide a discount to youth ages 6-18, even lower than the reduced pass rate. This would help all families and make it easier for youth to get around via transit. The one-ride youth fare on Cherriots Local would be 50 cents, a day pass would cost \$1.00, and a 30-day pass would be only \$10.00 (compared to the reduced fare which would be 80 cents for one ride, \$1.50 for the day pass, and \$22.50 for a 30-day pass). Cherriots Regional youth fares would be \$1.00 for one-ride, \$2.00 for a day pass, and \$20 for a thirty-day pass (compared to the reduced fare of \$1.50 for one-ride, \$3.00 day pass, and \$30 day pass). The cost of implementing this youth program for Cherriots Local and Regional combined is estimated at \$139,055.

3.5 Costs and Risk of Cherriots LIFT month pass

Establishing a month pass for Cherriots LIFT customers was widely accepted as a good idea in the public outreach responses. Some people said that the proposed cost of \$90 per month was too expensive for riders. This product was proposed to close the gap of a potential equity issue when comparing complementary paratransit riders to Cherriots Local riders. However, this is not a product required by the Americans with Disabilities Act (ADA) or the FTA. Also, all other transit agencies in Oregon (other than TriMet) do not offer a monthly LIFT pass.

There is a high level of risk associated with establishing such a program because it is very difficult to estimate how many people would utilize the LIFT month pass. If more people decide to book trips more often, it could translate into higher operating costs (more vehicles and drivers needed in peak periods). Since the cost to the District to provide a one ride trip on Cherriots LIFT is over \$35, Cherriots should not do anything to increase the likelihood that ridership would increase. Therefore, the proposal to create a monthly Cherriots LIFT pass is recommended to be dropped. Fares would remain as-is at \$3.20 for one ride.

3.6 Final Proposal

As a result of the public comments received on the fare change survey, the Title VI fare equity analysis, and comments from the Board at the October Work Session, three changes from the original proposal are being proposed. First, instead of a low-income fare category, more service will be put on the road in Salem and Keizer for all customers. Since the base fares for Cherriots Local services are not changing, low-

income residents are receiving more value for their 30-day passes. Cash and day-pass customers have the increased opportunity to ride during the late evening hours (10-11pm) and on weekends and holidays. Additionally, the creation of a youth fare will provide relief to low income families by significantly reducing the cost of fares for their children.

Second, instead of offering a free youth pass for children and teens ages 0-18, more service will be provided in the Cherrits service areas and a new youth fare category will be instituted. This will make riding the bus more affordable for youth riders, especially the high school students who rely on the bus more than any other group in this category.

Third, because of the potential disproportionate burdens placed on low-income riders of Cherrits Regional services, the regional fare simplification proposal will be dropped. Only until the District can provide reduced fares for low-income individuals will it be possible under the current Disproportionate Burden for Fare Changes policy to raise the cash and month fares on the contracted regional buses. Also, the newly defined universal day pass will not be instituted without a low-income category for the reduced fare. The equity analysis also shows a possible disproportionate burden for that increase as well. Moreover, the fare survey data for the Cherrits Regional system does not represent a dataset with a confidence interval to the 95 percent confidence interval, which is called for in the current Title VI policies. Therefore, the contracted regional and Route 1X fares will remain the same.

Finally, the last change from the original proposal will be that there will not be a Cherrits LIFT month pass offered. This option was survey respondents' last priority, and there is significant risk that the Cherrits LIFT service would have to be expanded due to an increase of trips by current customers.

4.0 Title VI equity analysis

In compliance with the adopted Cherrits Title VI Program and its associated policies 710 through 712, an analysis of the fare change as it relates to any potential disparate impacts to minorities and potential disproportionate burdens to low-income people must be made. Due to the fact that all fares are proposed to either stay the same or decrease, most riders will be benefiting from this change.

The fare equity analysis showed that there could be disparate impacts to minorities and disproportionate burdens for low income individuals with two of the fare change proposals. First, the idea of simplifying the Cherrits Regional system would mean

that riders on Route 1X buses would see a drop in the adult cash fare by 50 cents, but the contracted regional routes (10X, 20X, 30X, 40X, and 50X) would see an increase of 25 cents. Since there are many more minorities and low income people on the contracted regional routes, the analysis showed a potential disparate impact and disproportionate burden to the riders who would see an increase in fare. Per District Policies 711 (Disparate Impact for Fare Changes) and 712 (Disproportionate Burden for Fare Changes), these potential adverse effects must be either avoided, minimized, mitigated, or justified. To avoid the potential impacts and burdens, staff has decided to drop the proposal at this time.

Another issue found during this process is that the data set for the contracted regional routes from the rider survey in 2016 did not meet the requirement of statistical significance to the 95 percent confidence level (per policies 711 and 712). Staff has decided to avoid the impacts entirely by dropping the proposal for simplifying the regional fare structure at this time. Another survey will be taken in 2019, in which it is hoped to collect more surveys from the current contracted regional riders. After obtaining more data, the decision could be made within the constraints of policies 711 and 712.

Therefore, given the available data and the established methodology for evaluating equity of the proposed fare changes, the analysis shows that with the revised proposal all proposed changes for all fare categories have no potential disparate impacts to minorities and no potential disproportionate burdens for low-income individuals. The resulting table is provided as Appendix D for inspection.

Appendices

Appendix A: History of Cherriots Fares

Appendix B: Fare Survey Forms (English & Spanish)

Appendix C: Summary of Survey Written Comments

Appendix D: Title VI Equity Analysis

Appendix A. History of Cherrits Fares

The history of the last twenty years of Cherrits' fare changes adds context to the discussion. The following contains the history and background:

On September 25, 1998, the Board of Directors adopted Ordinance No. 97-01, to establish rate categories to impose fares or other user fees for the District's transportation services. By resolution, fares were increased five times since 1995. The base fare changes are listed below:

- from 75 cents to 85 cents in 2005
- from 85 cents to \$1.00 in 2006
- from \$1.00 to \$1.25 in 2008
- from \$1.25 to \$1.50 in 2010
- from \$1.50 to \$1.60 in January 2015

As part of the FY2006 budget process, the Board directed staff to evaluate fares every two years to assess the need for changes. This procedure was also recommended as a standard practice in the District's 2004 Strategic Business Plan. On February 23, 2012, the Board declared an emergency to supersede Ordinance No. 10-01 with the adoption of Ordinance No. 12-01 to implement an experimental change in youth fares for the purpose of increasing ridership. A temporary reduction in youth monthly and day passes was implemented for the period March - August 2012.

On August 23, 2012, the Board adopted Ordinance No. 2012-02 repealing Ordinance No. 2012-01 and reduced the number of fare options to simplify the fare structure to make it easier for customers to use and understand; and eliminated the youth fare category and charged youth fares at the same rate as reduced fares for seniors and people with disabilities.

The current fares were established with Ordinance 14-02 adopted by the Board on September 25, 2014.

Appendix B. Survey Instrument English



A BETTER CHERRIOTS – FARE PROPOSAL JULY 2019 FEEDBACK FORM

*With the passage of Oregon House Bill 2017 (HB 2017), Cherriots will be getting more resources in 2019 to provide a major expansion in service and address other longstanding needs. We have proposals for changes to fares beginning in July 2019. Please review the proposal at **Cherriots.org/better** and make your voice heard using this form.*

First strategy: make it cheaper for low-income people to ride local and regional buses

Many low-income people struggle to find the money to ride the bus. The new State Transportation Improvement Fund (STIF) funding requires transit agencies to offer options for low-income households. Cherriots is proposing to add an additional qualification of "low-income household" as a qualification for a reduced fare.

1. How do you feel about the proposal to allow low-income households who qualify for selected social service programs (exact programs to be determined at a later date) to qualify for reduced fares on all Cherriots Local and Regional buses?

- Strongly Like Somewhat Like Neutral Somewhat Dislike
 Strongly Dislike Unsure

Second strategy: simplify the fare structure

2. The current fare structure for Cherriots Regional routes is complicated. Cherriots is proposing to simplify the fare structure by lowering the fare for Route 1X and raising fares for Routes 10X-50X and the Polk County Flex. [Note: adults qualifying for reduced fares based on income would ride one-way for \$1.25.]

How do you feel about the proposal to make the fares for Route 1X and other regional routes the same (\$2.50 for adults)? This would mean a reduction in the price for Route 1X* and an increase for Routes 10X-50X and the Polk County Flex?

[*Note: Route 1X buses are jointly operated by Cherriots and SMART, which have not yet finalized fare discussions.]

- Strongly Like Somewhat Like Neutral Somewhat Dislike
 Strongly Dislike Unsure

Third strategy: encourage transfers between local and regional buses

3. It is quite costly with today's fares to ride two one-way trips on both Cherriots Local and Regional buses in a single day (\$7.70 combined for adults).

This makes it hard for people riding into Salem-Keizer from the rural cities to access jobs, medical, school, shopping, and recreational destinations. Cherriots is proposing to establish a universal day pass for \$5 (adults) good on all Cherriots Local and Regional buses (including Route 1X), and to lower the price for the universal month pass from \$85 (for adults) to \$75. How do you feel about this proposal?

- Strongly Like
- Somewhat Like
- Neutral
- Somewhat Dislike
- Strongly Dislike
- Unsure

Fourth strategy: encourage youth and families to ride transit

4. Many families do not choose transit due to the high cost. Cherriots is proposing to make it free for children through age 11 and middle and high school students (including home-schooled kids) to ride for free. This will also provide a safe alternative for high school students who do not drive to get to school, jobs, shopping, and recreational activities. Youth ages 12-18 without a valid student ID card would pay the reduced fare.

How do you feel about this proposal?

- Strongly Like
- Somewhat Like
- Neutral
- Somewhat Dislike
- Strongly Dislike
- Unsure

Fifth strategy: make fares equitable for Cherriots LIFT customers

5. Cherriots LIFT customers currently do not have the option of a month pass, which can be very costly if they ride on a daily basis. In addition, some LIFT customers ride Cherriots Regional buses as well, which makes the cost even more. How do you feel about the proposal to create a monthly universal pass for Cherriots LIFT customers, which would be good on all Cherriots LIFT, Local, and Regional buses for \$90/month?

- Strongly Like
- Somewhat Like
- Neutral
- Somewhat Dislike
- Strongly Dislike
- Unsure

Rank strategies 1 - 5

6. Please rank (circle) the strategies in questions 1 through 5 above, with 1 as your most important and 5 as your least important.

1 2 3 4 5 Establish a month pass for Cherriots LIFT customers

- Route 16 - Wallace Road
- Route 17 - Edgewater / Gerth
- Route 18 - 12th / Liberty

- Cherriots Shop and Ride
(formerly RED Line)

10. First name:

11. Last name:

12. Email:

13. Phone number:

14. Where do you live?

- In the Salem-Keizer area
- Outside the Salem-Keizer area

Once complete, return to
Cherriots Customer Service by **Friday, June 8**.
Alternatively, fill out the feedback form online at
Cherriots.org/better

FOR ADMIN USE ONLY

Date Received ___ / ___ / ____ Comment Number ____

Entered into SurveyMonkey

Customer service Event _____

Spanish



FORMULARIO DE COMENTARIOS PARA "A BETTER CHERRIOTS" - PROPUESTA DE TARIFA PARA JULIO 2019

*Cherriots no ha cambiado sus tarifas desde enero de 2015. Debido al nuevo dinero estatal aprobado el año pasado por House Bill 2017, Cherriots podrá mejorar el servicio a partir de septiembre de 2019 utilizando el nuevo Fondo Estatal de Mejoras de Transporte (STIF, por sus siglas en inglés). En **Cherriots.org/better** se pueden encontrar los detalles de los cambios en el servicio, así como la propuesta completa de cambios en las tarifas. Dado que los ingresos de tarifas son una parte integral de la ecuación para determinar cuánto servicio de autobús se puede proporcionar, Cherriots está solicitando comentarios a la comunidad antes de cambiar las tarifas en julio de 2019.*

Primera estrategia: hacer que sea más barato para las personas de bajos ingresos viajar en autobuses de Cherriots Local y Cherriots Regional

Muchas personas de bajos ingresos luchan por obtener el dinero para viajar en el autobús. El nuevo financiamiento de STIF del Estado requiere que las agencias de transporte público ofrezcan opciones para los hogares de bajos ingresos. La siguiente figura muestra la calificación adicional de "hogar de bajos ingresos" como calificador para una tarifa reducida:

Calificaciones de Descuento	
Gratis	0-11 años Secundaria/Preparatoria
Reduced	12-18 años 60+ años Titulares de Medicare Discapacitados Bajos Recursos

1. ¿Qué opina acerca de la propuesta de permitir que los hogares de bajos ingresos que califican para los programas de servicios sociales seleccionados (los programas exactos se determinen en una fecha posterior) califiquen para tarifas reducidas en todos los autobuses locales y regionales de Cherriots?

- Me gusta mucho Me gusta parcialmente Neutral Me disgusta parcialmente
- No me gusta para nada No estoy seguro

Segunda estrategia: simplificar la estructura de las tarifas

La estructura actual de tarifas para las rutas regionales de Cherrriots es complicada. El siguiente diagrama muestra la propuesta para simplificar la estructura tarifaria al reducir la tarifa para la Ruta 1X y aumentar las tarifas para las Rutas 10X, 20X, 30X, 40X, 50X, y Polk County Flex. [Nota: los adultos que califiquen para tarifas reducidas basadas en los ingresos viajarían en un solo viaje por \$ 1,25.]

Actualmente:



Propuesto:

Cherriots **Regional**



UN PASEO

NORMAL **\$2.50**

REDUCIDO \$1.25

2. ¿Qué opina acerca de la propuesta de igualar las tarifas para la Ruta 1X y otras rutas de Cherriots Regional (\$ 2,50 para adultos)? Esto significaría una reducción en el precio de la Ruta 1X* y un aumento en las Rutas 10X, 20X, 30X, 40X, 50X, y Polk County Flex.

[*Nota: Los autobuses de la ruta 1X son operados conjuntamente por Cherriots y SMART, que aún no han finalizado las discusiones de tarifas].

- Me gusta mucho Me gusta parcialmente Neutral Me disgusta parcialmente
- No me gusta para nada No estoy seguro

Tercera estrategia: fomentar las transferencias entre los autobuses de Cherriots Local y Cherriots Regional

Es bastante costoso con las tarifas actuales viajar en dos viajes de ida en los autobuses de Cherriots Local y Cherriots Regionales en un solo día (\$ 7,70 combinados para adultos). Esto dificulta que las personas que viajan a Salem y Keizer desde las ciudades rurales accedan a empleos, centros médicos, escuelas, centros comerciales, y destinos recreativos. La siguiente figura muestra el cambio de las tarifas existentes a las tarifas propuestas:

Actualmente:

Cherriots **Universal**

PASE MENSUAL

NORMAL	\$85
REDUCIDO/ JUVENIL	\$42.50

Propuesto:

Cherriots **Universal**

PASE DEL DÍA | PASE MENSUAL

NORMAL	\$5	\$75
REDUCIDO	\$2.50	\$37.50

3. ¿Qué opina sobre crear un pase universal de un día por \$ 5 (adultos) válido en todos los autobuses de Cherriots Local y Cherriots Regional (incluida la ruta 1X) y reduciendo el precio del pase universal mensual de \$ 85 (para adultos) a \$ 75?

- Me gusta mucho Me gusta parcialmente Neutral Me disgusta parcialmente
- No me gusta para nada No estoy seguro

Cuarta estrategia: alentar a los jóvenes y a las familias a viajar en transporte público

Muchas familias no eligen el transporte público debido al alto costo. Cherriots propone que sea gratuito para los niños viajen de hasta 11 años de edad, y para los estudiantes de escuela intermedia y secundaria (incluidos los niños que estudian en casa) que viajen gratis. Esto también proporcionará una alternativa segura para los estudiantes de secundaria que no conducen para llegar a la escuela, trabajos, centros comerciales, y actividades recreativas. Los jóvenes de entre 12 y 18 años de edad sin una tarjeta de

identificación de estudiante válida pagarían la tarifa reducida. El siguiente gráfico muestra las categorías de viajes de tarifas gratuitas o reducidas:

Calificaciones de Descuento	
Gratis	0-11 años Secundaria/Preparatoria
Reduced	12-18 años 60+ años Titulares de Medicare Discapacitados Bajos Recursos

4. ¿Qué opina sobre esta propuesta?

- Me gusta mucho Me gusta parcialmente Neutral Me disgusta parcialmente
- No me gusta para nada No estoy seguro

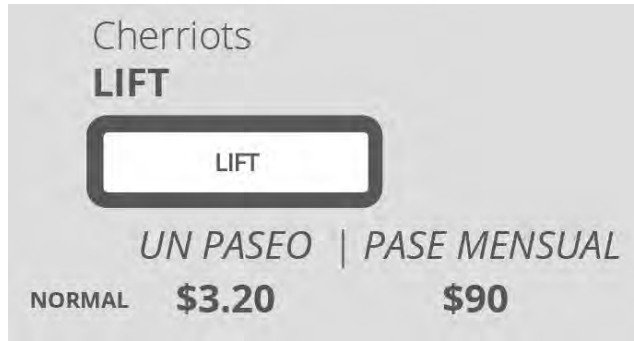
Quinta estrategia: hacer las tarifas equitativas para los clientes de Cherriots LIFT

Los clientes de Cherriots LIFT actualmente no tienen la opción de un pase de un mes, lo que puede ser muy costoso si viajan diariamente. Además, algunos clientes de LIFT viajan en los autobuses de Cherriots Regional, lo que hace que el costo sea aún mayor. La siguiente figura muestra las tarifas actuales y propuestas para los clientes de LIFT:

Actualmente:



Propuesto:



5. ¿Qué opina sobre la propuesta de crear un pase universal mensual para los clientes de Cherriots LIFT, que sería bueno para todos los autobuses Cherriots LIFT, locales, y regionales por \$ 90 al mes?

Me gusta mucho Me gusta parcialmente Neutral Me disgusta parcialmente

No me gusta para nada No estoy seguro

Clasifique las estrategias del 1 al 5

6. Clasifique las estrategias en las preguntas 1 a 5 abajo, con 1 como la más importante y 5 como la menos importante.

1 2 3 4 5 Simplificar la estructura regional de tarifas de Cherriots

1 2 3 4 5 Establecer un pase universal de un día para fomentar las transferencias entre los autobuses de Cherriots Local y Cherriots Regional

1 2 3 4 5 Permitir que los pasajeros de bajos ingresos califiquen para tarifas reducidas en todos los servicios de Cherriots

1 2 3 4 5 Permitir que niños de 0-11 años y estudiantes de escuelas secundaria/preparatoria viajen gratis

1 2 3 4 5 Establecer un pase universal de mes para los clientes de Cherriots LIFT

7. ¿Qué cambios, en su caso, haría a la propuesta de cambio de tarifas?

AYÚDENOS A SABER MÁS SOBRE USTED

Estas preguntas son opcionales para ayudarnos a saber más sobre usted.

8. Generalmente, ¿con cuánta frecuencia viaja en bus?

- Menos de una vez al mes Menos de una vez a la semana
- De 1 a 3 días a la semana De 4 a 6 días a la semana
- Diariamente No viajo en bus

9. ¿En cuáles rutas o servicios viaja? *Marque todas las que aplican.*

- | | |
|---|---|
| <input type="checkbox"/> Ruta 1X - Wilsonville / Salem | <input type="checkbox"/> Ruta 19 - Broadway / River |
| <input type="checkbox"/> Ruta 2 - Market / Brown | <input type="checkbox"/> Ruta 20X - N. Marion Co. / Salem |
| <input type="checkbox"/> Ruta 3 - Portland Road | <input type="checkbox"/> Ruta 21 - South Commercial |
| <input type="checkbox"/> Ruta 4 - State Street | <input type="checkbox"/> Ruta 22 - Library Loop |
| <input type="checkbox"/> Ruta 5 - Center Street | <input type="checkbox"/> Ruta 23 - Lansing / Hawthorne |
| <input type="checkbox"/> Ruta 6 - Mission / Fairview Ind. | <input type="checkbox"/> Ruta 24 - State / Lancaster |
| <input type="checkbox"/> Ruta 7 - Mission / Hawthorne | <input type="checkbox"/> Ruta 26 - Orchard Hts / Glen Crk |

- Ruta 8 - 12th / Liberty
- Ruta 9 - Cherry / River Road
- Ruta 10X - Woodburn / Salem
- Ruta 11 - Lancaster / Verda
- Ruta 12 - Hayesville
- Ruta 13 - Silverton Road
- Ruta 14 - Windsor Island
- Ruta 16 - Wallace Road
- Ruta 17 - Edgewater / Gerth
- Ruta 18 - 12th / Liberty

- Ruta 27 - Glen Crk / Eola Dr
- Ruta 30X - Santiam / Salem
- Ruta 40X - Polk County / Salem
- Ruta 50X - Dallas / Salem
- Polk County Flex
- Cherriots LIFT
- Cherriots Shop and Ride

10. Primer nombre:

11. Apellido:

12. Correo electrónico: -

13. Número de teléfono:

14. ¿Dónde vive? En el área de Salem-Keizer Fuera del área de Salem-Keizer

Una vez completo, devolver a
Servicio de Atención al Cliente de Cherriots antes del **viernes, 8 de junio**.

Alternativamente, complete el formulario de comentarios en línea en

[Cherriots.org/better](https://cherriots.org/better)

PARA USO DE LA ADMINISTRACIÓN ÚNICAMENTE

Date Received ___ / ___ / ____ Comment Number ____

Entered into SurveyMonkey

Customer service Event _____

Appendix C. Summary of Survey Written Comments

Fare Outreach Comment Summary (taken from 210 comments received)									
Count	Comment								
50	Cheaper fares needed	Lower adult day pass	Lower one ride prices	Lower all fares to reduced rate to minimize complexity	Reduced fare needed for college students	LI families			
		2	1	2	15	3			
		Monthly passes	Cherriots LIFT day and one ride fares should be reduced	Disabled riders	Accept food cans if rider unable to pay in cash	Cheaper annual pass			
		5	1	3	1	2			
		Free for everyone	Free for seniors over 80 years old	Include students in adult transition programs	Free for LI people instead of reduced	Reduced fares for low income			
		2	2	1	2	1			
		Reinstate the State employee bus pass program	Change senior age cutoff to 55+	Free for disabled and medicare riders	Cheaper than proposal needed				
		1		2	1	3			
15	Technology requests								
	Implement efare technology	Free wifi	Pass cards with money loaded on them						
	12	1	2						
13	No free youth fare								
	Children 5-11 should pay \$1 for day pass	Middle/HS students will stop riding at 19 once they have to start paying	Middle/HS kids can pay reduced fare	Youth should pay unless LI					
	3	1		4	3				
	Vagrancy on buses will increase if this is implemented	Kids already get a good break and don't need a free fare	Kids 0-11 should be required to ride the bus with a paying adult for safety	Buses will be full					
	3	1	1	1		1			
10	Cherriots LIFT month pass								
	Too expensive	For LIFT month pass, offer reduced fare as well as full fare based on Cherriots Local reduced fare categories							
	8	1			1				
									during times of low demand
6	Even increments desired								
	Increments of 25 cents desired	Increments of \$1 desired							
	5	1							
3	Ticket books								
	Books of tickets for Route 1X buses	One-ride tickets should be available							
	1	2							
3	Route 1X suggestions								
	Call button for 1X to go to KTC and pickup riders (50 cent surcharge)	Increase the number of locations where passes are sold	Books of tickets						
	2	1	1						
9	Bring back paper transfers with time limits								
2	Have a weekly pass option								
2	30-day pass is actually a 22-day pass								
2	Low income and free youth fares will take away service for the rest of the riders								
1	Everyone should have a monthly pass option								
1	Encourage employers to cover transit pass costs								
1	Increase service on 60-min. routes before lowering anybody's fare								
1	Encourage choice riders with incentives like getting half price on your 30-day pass if you ride 20 times the previous month								
1	Medical should qualify for LI fare								
1	Create a universal annual pass for \$600-650 for adults and \$300-325 for reduced								
1	Color coding for passes preferred								
1	Large font on passes for sight-impaired requested								
1	Business tax preferred over property tax								
1	Children in an alternative education program should ride for free								
1	Offer gift cards								
1	Reinstate fareless square for downtown Salem								
1	Make bicycles pay a surcharge								
1	LI people who really need the benefit may not qualify for other state/fed. programs or they can't get through the paperwork, so doesn't make sense to offer LI qualifier for reduced fare								
1	Change regional month passes to 30-day passes								
1	Model TriMet fare structure								
1	Raise the age for seniors to qualify for reduced fare to 65								
1	Two out of 5-day pass needed								
46	Service suggestions	Later regional bus trips	Extended evenings needed	7-day service needed	Easier for disabled people to board/deboard buses	Event shuttles for Riverfront park needed			
		1	9	23	1	1			
	Cherriots Regional should serve McMinnville	Extend 30X to Detroit	Route 10X should leave after 5pm	Expand West Salem coverage	Serve colleges when according to class schedules				
	1	1	1	2	1				
	More benches at stops	Too many strollers take up disabled seating area and are not expected to move for wheelchairs	Improve frequency to increase ridership (attract non-riders)	Use 35' pillars on regional routes					
	1	1	2		1				
5	On-board experience suggestions								
	Wait for pax to sit down before going	Have people stay in their seats	Zero tolerance for mis-behavior	More courtesy towards moms with babies					
	3	1	2	1					
2	Safety								
	For women and children	Keep video surveillance longer							
	1	1							

Appendix D. Title VI Equity Analysis

		Cost					Demographics									
		Current	Proposal	Net Change	Percent Change	MINORITY					LOW-INCOME					
						Minority	Percent Minority	Non-Minority	Percent Non-Minority	Significant at 95% Confidence	Low-Income	Percent Low-Income	Higher Income	Percent Higher Income	Significant at 95% Confidence	
Cherriots Local	Adult / Full	Cash (1-Ride)	\$1.60	\$1.60	\$0.00	0.0%	78	31.6%	84	22.6%	Yes	26	21.1%	70	31.5%	Yes
		1-Day Pass	\$3.25	\$3.25	\$0.00	0.0%	111	44.9%	151	40.6%	Yes	51	41.5%	93	41.9%	Yes
		Month Pass	\$45.00	\$45.00	\$0.00	0.0%	57	23.1%	131	35.2%	Yes	45	36.6%	57	25.7%	Yes
		Universal Month Pass	\$85.00	\$75.00	-\$10.00	-11.8%	1	0.4%	1	0.3%	No	0	0.0%	1	0.5%	No
		Annual Pass	\$540.00	\$540.00	\$0.00	0.0%	0	0.0%	5	1.3%	No	1	0.8%	1	0.5%	No
		Total					247		372			123		222		
	Reduced / Youth	Reduced Cash (1-Ride)	\$0.80	\$0.80	\$0.00	0.0%	8	4.7%	4	1.4%	No	3	2.9%	6	9.4%	No
		Youth Cash (1-Ride)	\$0.80	\$0.50	-\$0.30	-37.5%	5	2.9%	12	4.3%	No	1	1.0%	1	1.6%	No
		Reduced 1-Day Pass	\$1.50	\$1.50	\$0.00	0.0%	42	24.6%	77	27.9%	Yes	43	41.7%	30	46.9%	No
		Youth 1-Day Pass	\$1.50	\$1.00	-\$0.50	-33.3%	72	42.1%	18	6.5%	Yes	3	2.9%	1	1.6%	No
Reduced Month Pass		\$22.50	\$22.50	\$0.00	0.0%	23	13.5%	123	44.6%	Yes	48	46.6%	19	29.7%	No	
Youth Month Pass		\$22.50	\$10.00	-\$12.50	-55.6%	21	12.3%	27	9.8%	Yes	4	3.9%	1	1.6%	No	
Annual Pass		\$270.00	\$270.00	\$0.00	0.0%	0	0.0%	15	5.4%	No	1	1.0%	6	9.4%	No	
		Total					171		276			103		64		
Cherriots Regional	Adult / Full	Cash (1-Ride)	\$2.25	\$2.35	\$0.10	4.4%	13.6	50.0%	13.6	50.0%	No	12.5	57.1%	9.40	42.9%	No
		(Univ.) 1-Day Pass	\$4.50	\$5.00	\$0.50	11.1%	0	0.0%	14.4	100.0%	No	3.33	75.0%	1.11	25.0%	No
		(Univ.) Month Pass	\$60.00	\$75.00	\$15.00	25.0%	2.50	13.3%	16.3	86.7%	No	0	0.0%	8.75	100.0%	No
		(Exist.) Univ. Month Pass	\$85.00	\$75.00	-\$10.00	-11.8%	1.76	13.3%	11.5	86.7%	No	4.41	62.5%	2.65	37.5%	No
			Total					17.8		55.7			20.3		21.9	
	Reduced / Youth	Reduced Cash (1-Ride)	\$1.50	\$1.25	-\$0.25	-16.7%	0.83	20.0%	3.33	80.0%	No	3.3	100.0%	0	0.0%	No
		Youth Cash (1-Ride)	\$1.50	\$1.00	-\$0.50	-33.3%	2.67	50.0%	2.67	50.0%	No	0	0.0%	0	0.0%	No
		Reduced 1-Day Pass	\$3.00	\$2.50	-\$0.50	-16.7%	0.83	20.0%	3.33	80.0%	No	0.8	50.0%	0.83	50.0%	No
		Youth 1-Day Pass	\$3.00	\$2.00	-\$1.00	-33.3%	0.67	20.0%	2.67	80.0%	No	0	0.0%	0	0.0%	No
		Reduced Month Pass	\$30.00	\$37.50	\$7.50	25.0%	6.25	55.6%	5.00	44.4%	No	5.0	57.1%	3.75	42.9%	No
Youth Month Pass		\$30.00	\$20.00	-\$10.00	-33.3%	0.67	20.0%	2.67	80.0%	No	0	0.0%	0	0.0%	No	
Red. Univ. Month Pass		\$42.50	\$37.50	-\$5.00	-11.8%	0.00	0.0%	3.53	100.0%	No	1.8	100.0%	0	0.0%	No	
	Total					11.9		25.1			11.4		4.58			
Route 1X	Adult / Full	Cash (1-Ride)	\$3.00	\$2.50	-\$0.50	-16.7%	3.33	66.7%	1.67	33.3%	No	1.7	33.3%	3.33	66.7%	No
		Universal Month Pass	\$85.00	\$75.00	-\$10.00	-11.8%	4.41	22.7%	15.0	77.3%	Yes	1.8	11.1%	14.1	88.9%	No
		Total					7.75		16.7			3.43		17.5		
Reduced / Youth	Reduced Cash (1-Ride)	\$1.50	\$1.25	-\$0.25	-16.7%	0.00	0.0%	1.67	100.0%	No	0.8	100.0%	0.83	100.0%	No	
	Youth Cash (1-Ride)	\$1.50	\$1.00	-\$0.50	-33.3%	0.00	0.0%	0.00	0.0%	No	0.0	0.0%	0	0.0%	No	
	Total					0.00		1.67			0.8		0.83			
Regional and 1X Combined																
Adult / Full	Cash (1-Ride)	\$2.25	\$2.50	\$0.25	11.1%	14.4	50.0%	14.4	50.0%	No	13.3	57.1%	10.00	42.9%	No	
	(Univ.) 1-Day Pass	\$4.50	\$5.00	\$0.50	11.1%	0.00	0.0%	5.56	100.0%	No	3.3	75.0%	1.11	25.0%	No	
	(Univ.) Month Pass	\$60.00	\$75.00	\$15.00	25.0%	2.50	28.6%	6.25	71.4%	No	0.0	0.0%	8.75	100.0%	No	

		Cost				Demographics										
		Current	Proposal	Net Change	Percent Change	MINORITY					LOW-INCOME					
						Minority	Percent Minority	Non-Minority	Percent Non-Minority	Significant at 95% Confidence	Low-Income	Percent Low-Income	Higher Income	Percent Higher Income	Significant at 95% Confidence	
Adult / Full	(Exist.) Univ. Month Pass	\$85.00	\$75.00	-\$10.00	-11.8%	1.76	20.0%	7.06	80.0%	No	4.4	62.5%	2.65	37.5%	No	
	Cash (1-Ride)	\$3.00	\$2.50	-\$0.50	-16.7%	3.33	66.7%	1.67	33.3%	No	1.7	33.3%	3.33	66.7%	No	
	Universal Month Pass	\$85.00	\$75.00	-\$10.00	-11.8%	4.41	22.7%	15.0	77.3%	Yes	1.8	11.1%	14.1	88.9%	No	
	Total					26.5		50.0				24.5		40.0		
Reduced / Youth	Reduced Cash (1-Ride)	\$1.50	\$1.25	-\$0.25	-16.7%	0.83	20.0%	3.33	80.0%	No	3.33	100.0%	0.0	0.0%	No	
	Youth Cash (1-Ride)	\$1.50	\$1.00	-\$0.50	-33.3%	2.67	66.7%	1.33	33.3%	No	0.00	0.0%	0.0	0.0%	No	
	Reduced 1-Day Pass	\$3.00	\$2.50	-\$0.50	-16.7%	0.83	33.3%	1.67	66.7%	No	0.83	50.0%	0.8	50.0%	No	
	Youth 1-Day Pass	\$3.00	\$2.00	-\$1.00	-33.3%	0.67	100.0%	0.0	0.0%	No	0.00	0.0%	0.0	0.0%	No	
	Reduced Month Pass	\$30.00	\$37.50	\$7.50	25.0%	6.25	50.0%	6.25	50.0%	No	5.00	57.1%	3.8	42.9%	No	
	Youth Month Pass	\$30.00	\$20.00	-\$10.00	-33.3%	0.67	100.0%	0.0	0.0%	No	0.00	0.0%	0.0	0.0%	No	
	Red. Univ. Month Pass	\$42.50	\$37.50	-\$5.00	-11.8%	0	0.0%	1.76	100.0%	No	1.76	100.0%	0.0	0.0%	No	
	Youth Univ. Month Pass	\$42.50	\$20.00	-\$22.50	-52.9%	0	0.0%	0.47	100.0%	No	0.47	100.0%	0.0	0.0%	No	
	Reduced / Youth	Reduced Cash (1-Ride)	\$1.50	\$1.25	-\$0.25	-16.7%	0	0.0%	1.67	100.0%	No	0.83	50.0%	0.8	50.0%	No
		Youth Cash (1-Ride)	\$1.50	\$1.00	-\$0.50	-33.3%	0	0.0%	0.0	0.0%	No	0.00	0.0%	0.0	0.0%	No
	Total					11.9		16.5			12.2		5.4			



NOTICE OF ORDINANCE ADOPTION

NOTICE IS HEREBY GIVEN by the Salem Area Mass Transit District (SAMTD) Board of Directors, that the Board will consider public comment regarding the adoption of Ordinance 2019-01 to establish Fare Categories, Rates and Methods of Distribution to impose fares or other user fees for transportation services provided by SAMTD pursuant to ORS 198.540 and ORS 267.150. Ordinance 2019-01 will repeal Ordinance 14-02 adopted on October 23, 2014. The first reading of Ordinance 2019-01 takes place at the Board of Directors meeting on Thursday, January 24, 2019. The second reading of the Ordinance will take place at the Thursday, February 28, 2019 Board meeting. Both meetings begin at 6:30 p.m. at Courthouse Square in the Senator Hearing Room, 555 Court St NE. If adopted, Ordinance 2019-01 will take effect on June 1, 2019.

Copies of Ordinance 2019-01 may be obtained at the SAMTD administration office, 555 Court St NE, Suite 5230, Salem, OR 97301 between 8:00 a.m. and 5:00 p.m. Monday through Friday or from the Cherriots website at www.cherriots.org. Written comments regarding the proposed Ordinance will be accepted until 12:00 p.m., February 28, 2019 and can be emailed to board@cherriots.org, or mailed to the attention of the SAMTD Board of Directors. Please include your name and address for the record. Contact Person: Linda Galeazzi, Executive Assistant, phone 503-588-2424.

(Spanish version)

AVISO DE ADOPCIÓN DE ORDENANZA

POR MEDIO DEL PRESENTE SE DA AVISO a través de la Junta de Directores de Salem Area Mass Transit District (SAMTD), que la Junta considerará los comentarios del público con respecto a la adopción de la Ordenanza 2019-01 para establecer categorías de tarifas, tarifas y métodos de distribución para imponer tarifas u otros cobros al usuario para los servicios de transporte proporcionados por SAMTD de conformidad con ORS 198.540 y ORS 267.150. La ordenanza 2019-01 anulará la Ordenanza 14-02 aprobada el 23 de octubre de 2014. La primera lectura de la Ordenanza 2019-01 tendrá lugar en la reunión de la Junta Directiva el jueves, 24 de enero de 2019. La segunda lectura de la Ordenanza tendrá lugar en la Reunión del Consejo del jueves, 28 de febrero de 2019. Ambas reuniones comienzan a las 6:30 p.m. en Courthouse Square, en la Sala de Audiencias del Senador, 555 Court St NE. Si se adopta, la Ordenanza 2019-01 entrará en vigencia el 1.º de junio de 2019.

Se pueden obtener copias de la Ordenanza 2019-01 en la oficina de administración de SAMTD, 555 Court St NE, Suite 5230, Salem, OR 97301 de lunes a viernes entre las 8:00 a.m. y las 5:00 p.m. o desde el sitio web de Cherriots en www.cherriots.org. Se aceptarán los comentarios por escrito con respecto a la Ordenanza propuesta hasta las 12:00 p.m. del 28 de febrero de 2019 y se pueden enviar por correo electrónico a board@cherriots.org, o enviar por correo dirigido a la Junta Directiva de SAMTD. Incluya su nombre y dirección para el registro. Persona de contacto: Linda Galeazzi, Asistente Ejecutiva, teléfono 503-588-2424.



BOARD MEETING MEMO

Agenda Item D - ATTACHMENT E

All written or verbal public comments regarding the proposed changes in Ordinance 2019-01 to the current fare ordinance 2014-02, shall be considered by the Board of Directors at the February 28, 2019 Board meeting prior to adoption of Ordinance 2019-01. Additional comments received by the deadline of 12:00 p.m., February 28, 2019, shall be provided in **Attachment F** at the Board meeting.

There were two verbal comments received by the Board at the January 24, 2019 Board meeting. A recap of their complete testimony has been recorded on CCTV Salem's YouTube channel, a link to which can be found at cherriots.org/boardarchive.

Tashiko Weinstein-Polson - Address on File

Ms. Weinstein-Polson is a student at Chemeketa Community College. She would like to see a lower fare added for college students.

Lloyd Chapman - Address on File

Mr. Chapman volunteers with the Salem for Refugees project. He shared his concern for low income people having enough money to pay for public transportation, and for those facing real hardship to pay all of their bills. Expanding the service will provide them more opportunities. He asked that the Board also consider options for lower fares that could be implemented sooner than two years.

Another comment was received via email. The full text follows:

On Tue, Feb 12, 2019 at 11:31 AM - **Michele Sawin** <redcurleyz@hotmail.com> wrote:

Hello - My name is Michele. I have lived in Salem for 8 years now, most of that time I have had to use the bus system at least twice a week. I have also seen the lack of direction to keep everything current for each section of the population. I am sad to see that adults now have only three options, carrying exact change, a monthly pass or a yearly pass. There were other options 8 years ago and now those are gone. I don't need the last two options as they are too expensive for me. So I have to use exact change. A weekly pass would be great option. Yes I am fully aware that would mean an extra cost, and I know that it is unlikely that it will happen. A response on Facebook said there may be an electronic way to pay in the future. Part me is not too keen on that because I don't want to make purchases on my card under \$5. It starts to add up fast. If it's the only option in the future then so be it.

The mean reason I am writing is since I have moved here I have seen youth under 18 get free summer fares, and now the current funding is allowing reduced fares for them. I have asked on Facebook why there is so much need to help kids. The response is to

help adults with kids. Well that is near discrimination in a sense. What about those of us who do not have kids? Or the families who kids are over 18? Those groups are being left out, not considered at all. Most of the time I am on the bus I rarely see kids on the bus. Or one or two. So a majority of the riders I see are adults, who have to pay full price. Again I am aware that the current funding has to be geared towards the younger population. I am sad to the lack of other solutions for everyone. I would like to see other options to pay, other options besides the only three that are currently offered.

What kinds of changes for the whole community is being done? The last 8 years I have seen little progress. It's taken this long to get back to weekend service which still isn't in place yet. What I have read over the years is there is a lack of funding, or the voters are not up to funding. A lot of finger pointing, in my eyes. I understand other people in the community who do drive cars may not see the issues those of us that need the public transportation. I feel that when the voters had a chance to decide there was a lack of pushing from Cherriots to get all the information out ahead of time. I am also frustrated that I have seen people voice their opinions on articles, and social media and the same things are being said over and over. Its lack of funding or the restrictions is preventing changes. I see the same responses from Cherriots. I don't see how things are changing with the lack of information that comes out is the same or very limited. I don't see how deleting people's messages, telling us that things can't change without public support helps us riders. Why not have information out in other ways? Informational booths at fairs, or at the library, or at Saturday Market? I believe people who use the bus system is pretty up on the information, where as those who are not dependent on the bus are not. People are surprised to hear there's no weekend service, weird holidays where there's no service. They don't know, yet if they knew people that information could help get more awareness and help.

The feeling of the community is very disheartening and more of us do not see appropriate changes. I don't see changes for everyone who uses the bus, and more I don't like having to use it unless it's absolutely a must. I am sad that because the lack of direction is causing me to not use the bus. The lack of good response as a board, the lack of trying to help get the correct information out is awful. When I see people over and over again say the same things, to get the same lack of response, lack of change is very sad. I have seen other communities smaller than Salem have better public transportation, they're growing, and changing all the time. I don't understand why Salem, as the capital is falling further behind. I am frustrated I am not sure that even by writing this, things will be looked at, or if I will get the same old same old. It's sad that a large community like this has issues with public transportation. When I see new signs going up, the expense of that could have been used elsewhere.

Thanks for at least reading this,
Michele



Salem Area Mass Transit District
BOARD OF DIRECTORS

January 24, 2019

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to direct the First Reading of Ordinance #2019-01 by Title, and set a Public Hearing, from the January 24, 2019 Board meeting to the February 28, 2019 Board meeting pursuant to ORS 198.540 and ORS 267.150; to receive citizen testimony regarding a revised fare structure, rates and effective date for transportation services provided by Cherrriots with the adoption of Ordinance 2019-01 that will repeal Ordinance No. 2014-02 adopted on October 23, 2014.	3
Moved to approve the Minutes of the December 13, 2019 Board meeting in the Consent Calendar with the corrections noted.	4
Moved to adopt the 2019 Legislative Agenda.	4

Regular Board meetings are video recorded and are available for viewing on the CCTV website at www.cctvsalem.org.



Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
 January 24, 2019
 Courthouse Square – Senator Hearing Room
 555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT Board	President Robert Krebs; Directors Doug Rodgers, Colleen Busch, Steve Evans, Jerry Thompson, Marcia Kelley, and Kathy Lincoln
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; Chris French, Senior Planner; Ted Stonecliffe, Transit Planner II; Linda Galeazzi, Executive Assistant; Ben Fetherston, SAMTD Legal Counsel
Guests	Dale Penn II, SAMTD Legislative Advocate, CFM Strategic Communications; citizens – Lloyd Chapman, Randy Morgan, Tashi Weinstein Polson, Leslie Polson, and Mark Kavanagh

A. CALL TO ORDER 6:32 PM
 President Krebs called the meeting to order and he noted that a quorum was present. Director Thompson led the Pledge of Allegiance. Mr. Pollock shared a “Safety Moment” thought for the day on near misses.

B. ANNOUNCEMENTS & CHANGES TO AGENDA

C. FIRST READING AND PUBLIC HEARING – Ordinance 2019-01 6:33 PM
First Reading of Fare Ordinance 2019-01

Staff report: Pages 1-58 in the agenda

Presenter: Ted Stonecliffe, Transit Planner II

Mr. Stonecliffe reviewed the facts and findings to include the financial impact of the fare change in the ordinance as provided in the staff report. He also provided contact information for citizens who want to testify and/or write to the Board with their testimony. The public hearing to receive citizen testimony is open until the February 28, 2019 board meeting. Citizens can write a letter addressed to the Board of Directors and send it to the Cherriots Administration Office at 555 Court Street NE, Salem, Oregon 97301; or send their comments by email at board@cherriots.org.



Motion: Moved to direct the First Reading of Ordinance #2019-01 by Title, and set a Public Hearing, from the January 24, 2019 Board meeting to the February 28, 2019 Board meeting pursuant to ORS 198.540 and ORS 267.150; to receive citizen testimony regarding a revised fare structure, rates and effective date for transportation services provided by Cherriots with the adoption of Ordinance 2019-01 that will repeal Ordinance No. 2014-02 adopted on October 23, 2014?

Motion by: Director Kathy Lincoln

Second: Director Steve Evans

Vote: Motion passed (Krebs, Evans, Kelley, Busch, Lincoln, Rodgers, Thompson)

The First Reading of Ordinance 2019-01 was read by title, and President Krebs opened the Public Hearing at 6:43 p.m.

Tashiko Weinstein-Polson – Address on File

Ms. Weinstein-Polson is a student at Chemeketa Community College. She would like to see a lower fare added for college students.

Lloyd Chapman – Address on File

Mr. Chapman volunteers with the Salem for Refugees project. He shared his concern for low income folks and those facing real hardship to pay all of their bills. Expanding the service will provide them more opportunities. He asked that the Board also consider options for lower fares that could be implemented sooner than two years.

D. PUBLIC COMMENT

6:54 PM

Opportunity was given to citizens to testify on other Board business.

Leslie Polson – Address on File

Ms. Polson came to support her daughter. She spoke about scheduling connections to buses from other agencies so that the timing was better for riders traveling from Salem to catch the Canby Area Transit (CAT) bus to get to a TriMet bus, for example. It is stressful to riders to try to make those connections. She also spoke about the bus stop locations at Chemeketa Community College, especially when it's dark in the no shelter area; or at Bay E, where there is a shelter; the buses leave early or don't wait long enough to see that there are riders in the shelter waiting for the bus.

Mark Kavanagh – Address on File

Mr. Cavanaugh described the urgent service notices on the Cherriots website as "buried" and hard to find. He asked that the notices be more clearly visible and has also signed up for the text messages.



- E. CONSENT CALENDAR** **7:00 PM**
- Motion:** **Moved to approve the Minutes of the December 12, 2019 Board meeting in the Consent Calendar with the correction noted.**
- Discussion:** Director Evans noted corrections in the December 12 Board meeting minutes under the "Vote" for the Consent Calendar and Action Items. Director Evans did not attend this meeting, so the minutes should read "Motion passed (5) Krebs, Busch, Lincoln, ~~Evans~~, **Kelley**, Rodgers" on pages 3, 4, and 5. The corrections were so noted.
- Motion by:** **Director Steve Evans**
- Second:** **Director Marcia Kelley**
- Vote:** **Motion passed (Krebs, Evans, Kelley, Busch, Lincoln, Rodgers, Thompson)**

F. ITEMS DEFERRED FROM THE CONSENT CALENDAR

G. ACTION ITEMS

1. Adoption of 2019 Legislative Agenda **7:00 PM**

Staff report: Pages 69-74 in the agenda

Presenter: Allan Pollock, General Manager
Dale Penn II, CFM Strategic Communications

Mr. Pollock and Mr. Penn reviewed the District's federal and state grant requests and project descriptions in the proposed legislative agenda that were considered at the January 14 work session. Board members received a formal packet of information [on file] that will be used at the legislative session.

Motion: **Moved to adopt the 2019 Legislative Agenda**

Motion by: **Director Jerry Thompson**

Second: **Director Kathy Lincoln**

Vote: **Motion passed (Krebs, Evans, Kelley, Busch, Lincoln, Rodgers, Thompson)**

H. INFORMATION ITEMS - None

I. GENERAL MANAGER'S REPORT **7:25 PM**

Mr. Pollock reported that he had just returned from an American Public Transportation Association (APTA) meeting and will include information about his trip in his weekly report to the Board. He said the Special Transportation Fund Advisory Committee will meet January 29 to receive presentations for the federal 5310 grant and STF funds. He announced that a Public Transportation Advisory Committee (PTAC) subcommittee advised PTAC of their recommendations for Statewide Transportation Improvement Fund (STIF) applications. PTAC will receive the recommendations to consider for



approval and then forward the applications to the Oregon Transportation Commission (OTC) for approval in April. The District's application was one of 18 that were approved and moved forward. Transit agencies will then begin to receive funding in the first two quarters this spring.

K. BOARD OF DIRECTORS REPORTS 7:30 PM

Board members report, both verbally and in writing, on citizen communications, committee and meeting participation, and special projects they are involved in as a representative of the District.

Of note, President Krebs shared a report from the Morningside Neighborhood Association meeting about people jaywalking across a five-lanes of traffic to get to a bus stop rather than walking to the signal to cross the street. There was a suggestion to approach the City to find out if the bus stop could be moved closer to the crosswalk.

Director Busch announced that a memorial service for Gerald McGee is scheduled for February 2 from 1:00-5:00 p.m.

Director Rodgers announced that a new neighborhood association was being created in the JanRee/Hayesville area.

Director Lincoln attended a neighborhood association meeting and was voted in as one of the directors. She also spoke about her fascinating tour of the Del Webb Operations and Maintenance facilities.

Director Evans noted the corrections made in the December 12, 2018 minutes that will be corrected.

Director Kelley was aware there would be conversations about property taxes during the legislative session. She noted that the topic at Friday's Salem City Club meeting would be about taxes.

L. MEETING ADJOURNED 7:48 PM

Respectfully submitted,

Robert Krebs, President

AFFIDAVIT OF PUBLICATION

**SALEM AREA TRANSIT-CHERRIOTS
555 COURT ST NE STE 5230
SALEM, OR 97301**

I Shelly Hara
being first duly sworn, depose and say that I am the principal clerk of the Statesman Journal, Silverton Appeal and Stayton Mail newspapers of general circulation as defined by Sections 193.010 to 193.110, Oregon revised Statutes; printed and Published at Salem in the aforesaid county and state; that this Public Notice is printed copy of which is hereby annexed, was published in the entire issue of said newspaper in the following issues -

01/18/19

Dated this 18 day of January, 2019

Shelly Hara
Public Notice Clerk

Subscribed and sworn to me this

Vicky Felty
Notary Public for State of Wisconsin, Brown County

Notary Expires on 9-19-21

Ad#: 0003343756
P O : Ord. 2019-01
of Affidavits : 1

CHERRIOTS
Human Resources
JAN 22 2019
Received

NOTICE OF ORDINANCE ADOPTION

NOTICE IS HEREBY GIVEN by the Salem Area Mass Transit District (SAMTD) Board of Directors, that the Board will consider public comment regarding the adoption of Ordinance 2019-01 to establish Fare Categories, Rates and Methods of Distribution to impose fares or other user fees for transportation services provided by SAMTD pursuant to ORS 198.540 and ORS 267.150. Ordinance 2019-01 will repeal Ordinance 14-02 adopted on October 23, 2014. The first reading of Ordinance 2019-01 takes place at the Board of Directors meeting on Thursday, January 24, 2019. The second reading of the Ordinance will take place at the Thursday, February 28, 2019 Board meeting. Both meetings begin at 6:30 p.m. at Courthouse Square in the Senator Hearing Room, 555 Court St NE. If adopted, Ordinance 2019-01 will take effect on July 1, 2019.

Copies of Ordinance 2019-01 may be obtained at the SAMTD administration office, 555 Court St NE, Suite 5230, Salem, OR 97301 between 8:00 a.m. and 5:00 p.m. Monday through Friday or from the Cherriots website at www.cherriots.org. Written comments regarding the proposed Ordinance will be accepted until 12:00 p.m., February 28, 2019 and can be emailed to board@cherriots.org, or mailed to the attention of the SAMTD Board of Directors. Please include your name and address for the record. Contact Person: Linda Galeazzi, Executive Assistant, phone 503-588-2424.
Statesman Journal Jan. 18, 2019



To whom it will concern:

MAY I ASK FOR YOUR HELP IN MAKING ROUTE 23 MORE USEFULL TO MORE PEOPLE?

THIS ROUTE HAS A CONSTANT RECORD OF BEING AMONG THE LOWEST RIDER COUNTS

IN THE WHOLE DISTRICT, PER DAY AND PER HOUR. ROUTE 23 SHOULD EXTEND TO

TRAVEL NORTH AND SOUTH ON 25th STREET NE AND THE JOB AND BIZNESS CENTER

THAT HAS OVER FIVE HUNDRED WORKERS IN THE DAYTIME. THIS COULD BECOME

MORE USEFULL TO MORE PEOPLE WHEN IT HAS MORE BUS STOPS TO HELP MORE PEOPLE.

ROUTE ELEVEN SHOULD NOT SERVE THE BIZNESS CENTER AT THE NORTH END OF 25th

STREET. ROUTE THREE MUST NOT HAVE A ROUTE CHANGE TO TRAVEL ON 25th STREET.

ROUTE 23 NEEDS A NEW STOP ADDED ALONG HAWTHORNE EAST OF FIR REST AND WEST OF

32nd STREET NE ALONG THE SIDEWALK FLAT SPOT. ANY PLAN TO EXTEND WOULD REDUCE

IDLE TIME FOR THE BUS DOWNTOWN DURING OFF PEEK TIMES FOR ROUTE 23.

Randy Morgan



Salem Area Mass Transit District
Board of Directors

~ **WORK SESSION** ~

January 14, 2019

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

MINUTES

PRESENT:	President Robert Krebs; Directors Jerry Thompson, Steve Evans, Colleen Busch, Kathy Lincoln, Doug Rodgers and Marcia Kelley
Board	
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; Chris French, Senior Planner; Chip Colby, Information Technology Manager; Ted Stonecliffe, Transit Planner II; Linda Galeazzi, Executive Assistant
Guests	Dale Penn, SAMTD Legislative Consultant, CFM Strategic Communications

1. **CALL TO ORDER** **5:32 PM**
President Bob Krebs called the work session to order at 5:32 p.m.

2. **SAFETY MOMENT** **5:32 PM**
Mr. Pollock spoke about near misses. Practice not being in a hurry and look around corners before walking into a hallway, work room or breakroom.

3. **PRESENTATION** - None

- 4.. **DISCUSSION**
 - a. **Draft 2019 Legislative Agenda** **6:04 PM**
Staff report: Pages 1-8 of the agenda.
Presenter: Dale Penn, SAMTD Legislative Consultant
Allan Pollock, General Manager
Mr. Pollock and Mr. Penn advised the Board of the proposed state and federal legislative agenda for 2019. Board members identified and discussed the District’s federal and state legislative priorities and projects for annual appropriations and grant opportunities; and will take action at the January 24, 2019 Board meeting.
Federal funding requests included replacement of five compressed natural gas buses at \$2,100,000; construction of a regional transit center at \$7,600,000; an Intelligent

Transportation System Project at \$500,000; and policy issues to support funding for the bus and bus facility program, and for the permanent extension of the Alternative Fuels Tax Credit.

Priorities considered in the proposed state level agenda included the implementation of HB 2017 and protecting the investment against efforts to reduce transit funding that resulted from the new statewide transit payroll tax; protecting Senior and Disabled funding against reductions; monitoring discussions around Senate Bill 10 passed in 2017, and working with the Governor's Office and Senators Courtney and Winters to implement the new Transit Governance. The District will also look for opportunities to convert existing business energy tax credits into Clean Fuels Credits to sell on the marketplace; monitor opportunities and discussions having to do with Electric Vehicles, Cap and Invest, Transit Safety, TNC (Uber/Lyft) Legislation, and the Volkswagen settlement. The Board also considered support of the Oregon Transit Associations' legislative priorities as particular bills work through the system.

In response to questions from the Board, Mr. Penn advised that the State-in-lieu funds are paid through the Department of Administrative Services; it is expected to continue. Mr. Pollock said it is 25% of the District's operational budget. Mr. Penn said that he and Mr. Pollock are being advised by the Governor's Office about the governance process. The Governors' appointments will need Senate confirmation. He and Mr. Pollock are also meeting with Senator Courtney's staff and could ask at that time if there is any interest in the State Employee Bus Pass Program. Mr. Penn explained that the Legislation Session begins today for 160 days and will involve lobbying, testifying, monitoring and advocating by the Board, Mr. Pollock and himself.

In response to questions asked about the CNG buses and the federal grant agreements, Mr. Pollock explained that the District's CNG buses that are beyond useful life, will go through the disposition process. The District also received news from ODOT on January 8, 2019 that federal grant agreements will be held back with the federal shutdown.

Follow-up: The Finance Department is reviewing whether there will be a potential impact to the District with the federal shutdown. More information about the governance process will be passed forward to the Board in the next few months.

b. Salem River Crossing

6:15 PM

Staff report: Pages 9-42 of the agenda

Presenter: President Robert Krebs

Board members spoke from their perspectives about the Board's record with the Salem River Crossing project, and the recent meeting held by the SKATS Policy Committee on November 13, 2018 to take action on a draft letter to the Salem City Council. The letter was written to respond to the Land Use Board of Appeals' (LUBA) summary of actions

that were required on remand of the City's UGB expansion decision (page 31-33 of the agenda), and to support the completion of the Salem River Crossing Final EIS. Director Lincoln testified and voted against sending the letter; however, the motion passed with six votes, one no vote, and one abstention.

Follow-up: The Salem City Council will meet January 30 in a work session to discuss next steps for the Salem River Crossing project to include potential action to complete the EIS and land use decision at their next regular city council meeting. Board members discussed having a position they agreed upon to bring to the table with alternatives they could offer as part of a solution; if the Council determines that they can go no further with the bridge.

c. Fare Policy

7:00 PM

Staff report: Pages 43-88 of the agenda

Presenter: Chris French, Senior Planner
Ted Stonecliffe, Transit Planner II

Mr. French and Mr. Stonecliffe reviewed revisions to the fare policy that will go before the Board in February and March for a first and second reading of Ordinance 2019-01 and public hearing prior to Board action. The summer youth pass would be eliminated and the youth fare lowered at the recommendation of the Statewide Transportation Improvement Fund Advisory Committee in October 2018.

Follow-up: Board members discussed marketing the youth passes in a more creative way and market them year round. These are 30-day passes that the youth will have more opportunity to use. One suggestion was to post a \$10 bus fare at all of the schools.

d. Service Enhancement Discussion – STIF Revenue Estimate

7:10 PM

Staff report: Pages 89-92 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock reported on a State document that explains how the STIF money will be distributed. The District is fairly confident that the STIF Plan submitted by the District will be fully funded at the 100% level.

Follow-up: None at this time.

e. Board-Appointed Advisory Committees

7:15 PM

Staff report: Pages 93-94 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock spoke about the process that will be used to keep the Board informed of activities of the Board's advisory committees. In addition, staff will review sections of each of the committee's bylaws so that they are consistent, as much as possible. A set of revised bylaws will be presented to the Board for adoption later in 2019. The committees affected will be the Budget Committee, Special Transportation Fund Advisory Committee

(STFAC), Citizens Advisory Committee (CAC) and Statewide Transportation Improvement Fund Advisory Committee (STIFAC).

Follow-up: Minutes from the advisory committees will be included in the Board's meeting agenda packets, and staff will prepare a set of talking points for the Board's liaison of each committee.

f. Continuation of Advertising Discussion

7:17 PM

Staff report: Pages 95-96 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock advised that staff reviewed the advertising contract to find there were no provisions to distinguish between advertising placed on new or old buses.

g. MWVCOG Annual Meeting and Dinner

7:18 PM

Staff report: Pages 97-99 of the agenda

Presenter: Allan Pollock, General Manager

The Mid-Willamette Valley Council of Governments has invited the Board to its Annual Meeting and Dinner on February 20, 2019 at the Keizer Civic Center. Reservations will be taken until February 8.

Follow-up: Board members who plan to attend the MWVCOG Annual Dinner will make arrangements with the executive assistant.

5. GENERAL MANAGER COMMENTS

7:19 PM

Staff report: Pages 99-104 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed the draft agenda for the January 24, 2019 board meeting, the Board's calendar of scheduled meetings and events, and a draft of upcoming agenda items for Board review or action.

Mr. Pollock noted that the January 24th Board meeting had a light agenda. He noted that the Board will take action on the amended FY2018 budget at their February 28 Board meeting. The amended budget will be reviewed at the February 11 work session but it does not call for an additional Budget Committee meeting. He announced that there will be a Cherriots Job Fair in the Senator Hearing Room on January 31 until 7:00 p.m.

4. WORK SESSION ADJOURNED

7:22 PM

Submitted and Recorded by:

Linda Galeazzi, Executive Assistant/Clerk of the Board



To: Board of Directors
From: Allan Pollock, General Manager
Date: February 28, 2019
Subject: DONATION OF SURPLUS VEHICLE TO NORTHWEST HUB

ISSUE

Shall the Board adopt Resolution #2019-02 to donate a surplus vehicle to the Northwest Hub?

BACKGROUND AND FINDINGS

The Northwest Hub is a 501(C) (3) not-for-profit full service bicycle shop, bike reclamation program and training center. Proceeds from the cycling center directly serve neighbors in need of transportation who “purchase” a bike through service to the community.

On January 16, 2019, Kirk Seyfert, Executive Director of Northwest HUB submitted a letter to the Board requesting the donation of a surplus vehicle. The vehicle would be used for further outreach and impact in Marion and Polk Counties. Specifically, they aim to expand the scale of free bicycle repair, bike and helmet distribution, bicycle safety and repair education to residents in need of alternative transportation assistance.

Currently vehicle 303 (Cherriots Regional service fleet) is designated as a surplus vehicle that meets the needs of the Northwest HUB. Mr. Seyfert did inspect this vehicle and concurs that this would be a useful vehicle for their needs.

Surplus vehicles are typically sold to other transit agencies, donated, or sold for scrap metal. When sold the District receives a nominal amount of revenue typically less than \$5,000. By donating this vehicle the nominal revenue would be forgone. However, the value of community goodwill and partnership would easily exceed the potential revenue loss.

Mr. Seyfert plans to attend the meeting and address any questions the Board may have. A copy of the request from Northwest Hub (dated January 16, 2019) is included as Attachment A.

FINANCIAL IMPACT

There is minimal impact to the FY19 Budget. Compared to alternate methods of vehicle disposal, forgone revenues could range from \$200 (scrap) to \$5000 (sale).

RECOMMENDATION

Staff recommends that the Board adopt Resolution #2001-02.

PROPOSED MOTION

I move that the Board adopt Resolution #2019-02 for the donation of a surplus vehicle to the Northwest HUB.



RESOLUTION NO. 2019-02

**A RESOLUTION FOR THE DONATION OF A SURPLUS VEHICLE
TO THE NORTHWEST HUB**

WHEREAS, the Salem Area Mass Transit District (“District”) pursuant to ORS 267.200 may dispose of real and personal property used for the purpose of mass transit services by the District; and

WHEREAS, the District wishes to dispose of vehicle #303, a 2009 Ford E-450, VIN #1FDDE45S59DA29718; and

WHEREAS, vehicle #303 is free and clear of any federal funding interest because it surpassed useful life in 2015; and

WHEREAS, the Northwest Hub, a not-for-profit has requested the donation of a surplus vehicle for a mobile repair service vehicle to underserved communities;

WHEREAS, the Northwest Hub has agreed to accept the vehicle “as is” and to modify its appearance to be distinguished from a Cherriots vehicle;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SALEM AREA MASS TRANSIT DISTRICT;

THAT, the Board of Directors adopts Resolution 2019-01 to donate a surplus vehicle to the Northwest HUB;

ADOPTED by the Board of Directors on the 28th day of February, 2019.

ATTEST:

President
Board of Directors

Secretary
Board of Directors



1230 Broadway Street NE, Salem, Oregon 97301
info@thenorthwesthub.org
503-584-1052

January 16, 2019

To: Cherriots Board of Directors
555 Court St. NE, Suite 5230
Salem, OR 97301

Dear Cherriots Board Members,

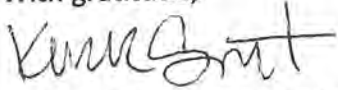
On behalf of the entire Northwest Hub Board, we would like to thank you and your staff for the opportunity to request the acquisition of a decommissioned vehicle to further our outreach and impact in Marion and Polk Counties. Our objective in obtaining a vehicle is to expand and improve the quality of outreach we provide in Marion and Polk County. Specifically, we aim to expand the scale of free bicycle repair, bike and helmet distribution, bicycle safety and repair education to residents in need of alternative transportation assistance. Currently our outreach efforts occur in collaboration with many community partners including Marion and Polk County Connect, CAPES, Open Streets, various Title One Schools, Open Streets Salem and many others (many of which you also generously partner and support).

Once again, we believe our missions align as we strive to offer a simple form of sustainable mobility that can be of benefit to many. Therefore, we are hopeful that you will partner with us by accepting our request for the donation of a decommissioned Cherry Lift vehicle. Said vehicle will help us to overcome the limitations and inefficiency of our tired Suburban and replace it with a vehicle capable of adequately transporting our crew and the materials needed to provide a widening range of services to Title One students and all residents in need of free bicycle repair, safety education, bicycle and helmet distribution.

With the help of Allan and Greg, who have generously guided us through this process, we have earmarked a vehicle that will help us expand our mobile repair services to underserved communities. We hope this donation and burgeoning partnership with Cherriots and the Hub will promote sustainable and reliable mobility options for all our neighbors. On behalf of the entire Hub Board, which approved this request for a decommissioned Cherry Lift donation on

January 16th, I thank you for your consideration and look forward to hearing word of your decision.

With gratitude,

A handwritten signature in black ink, appearing to read "Kirk Seyfert". The signature is written in a cursive, slightly slanted style.

Kirk Seyfert, on behalf of the Northwest Hub Board of Directors
Executive Director
503.507.4293



BOARD MEETING MEMO

Agenda Item I.2

To: Board of Directors

From: Ron Harding, Chair, Special Transportation Fund Advisory Committee
Steve Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: February 28, 2019

Subject: STF Advisory Committee Recommendation for Funding 2019-21
Biennium STF and Section 5310(ODOT) Grants

ISSUE

Shall the Board accept the recommendation of the Special Transportation Fund Advisory Committee (STFAC) for funding the STF and Section 5310 (ODOT) grants for the 2019-21 biennium?

BACKGROUND AND FINDINGS

Salem Area Mass Transit District (SAMTD) is the Special Transportation Fund (STF) agency designated by Oregon State Statute to make recommendations for funding grant projects located in Marion and Polk Counties in accordance with ODOT's recommended grant application process. Every two years, the Oregon Department of Transportation (ODOT) releases applications for STF and federal Section 5310 (5310 (ODOT)) grants. These applications support transportation for seniors and people with disabilities in Marion and Polk Counties.

The STFAC is a Board-appointed committee that is responsible to review and rank the applications, and form recommendations for funding with each solicitation released by ODOT. The STFAC received eight applications for STF grant funds and seven applications for Section 5310 (ODOT) funds by the application deadline on January 15, 2019.

The STFAC Technical Advisory Committee (TAC) met in a public meeting on January 29, 2019 where the applicants gave presentations about their projects and answered questions from committee members. The TAC deliberated the merits of each project to

make their funding recommendations to the STFAC. The TAC consisted of eleven STFAC members, two members of the public, and one representative of the Mid-Willamette Valley Council of Governments.

The STF Advisory Committee met on February 12, 2019 to review the TAC recommendations for funding and considered public comment before voting on a final recommendation to present to the Board at their February 28 meeting.

As part of public comment Mr. Pollock addressed the priorities identified from the adopted Coordinated Plan for funding decisions. He also testified that the TAC recommendation was not made in alignment with those priorities. In addition he provided two funding proposals that aligned with the Coordinated Plan priorities for the committee's consideration.

The TAC recommendation funded lower ranked projects at the expense of funding higher ranked projects at the scaled requests shown in Attachment A. For example they reduced by \$29,000 the number two ranked project from its scaled request submitted by the City of Woodburn for Transit Operations in order to fund a fourth ranked STF project, the Falls City Direct Connect (FCDC) at half its scaled request as well as funding the sixth ranked project at its scaled request. Staff from the City of Woodburn testified at the STFAC meeting that they would have to cut existing service if it was not funded at the scaled request.

The STFAC asked what the implications would be if SAMTD did not receive the full amount of their scaled STF request. SAMTD staff responded that existing service would have to be reduced. An example of reduced service showed a reduction of the Polk County Flex service by approximately 13 percent.

The approval of the biennial STF and 5310 (ODOT) grant applications is crucial for maintaining vital services that serve seniors and people with disabilities in Marion and Polk counties. In their final recommendation, the STFAC chose to fund existing service in accordance with the Coordinated Plan priorities as opposed to endorsing the TAC recommendation. Existing services would be maintained at the scaled request or above, with the exceptions of the 5310 (ODOT) applications from SAMTD and the City of Woodburn.

The original amounts requested, scaled requests, and recommendations of the TAC and STFAC can be found in **Attachment A**. Requests for vehicle replacement were not recommended because the vehicles did not meet the mileage requirements set forth by ODOT for useful life of vehicles on the state price agreement.

FINANCIAL IMPACT

There is no financial impact to the current budget.

RECOMMENDATION

The STF Advisory Committee recommends that the 2019-21 biennium STF and 5310 (ODOT) grant applications be approved as shown in **Attachment A**.

PROPOSED MOTION

I move that the Board approve the STF Advisory Committee's recommendation for funding the 2019-21 biennium STF and 5310 (ODOT) grant applications as shown in Attachment A and authorize the General Manager to submit the applications in advance of ODOT's March 15, 2019 deadline.

ATTACHMENT A: STFAC Recommendation for FY19-21 STF-5310(ODOT) Grants

Applicant	Description	Amount Requested	Scaled Request	Recommended by TAC	Recommended by STFAC	New Service	Existing Service	TAC Rank
Salem Health West Valley Foundation	Connections Van Transportation Coordinator	\$ 60,932	\$ 43,799	\$ 43,799	\$ 43,799		✓	6
Salem Health West Valley Foundation	Connections Van Replacement Vehicle	\$ 65,000	\$ 45,000	\$ -	\$ -	✓		8
SAMTD	Operations (Cherriots Regional, LIFT, and Shop and Ride) and Grant Match	\$ 1,583,795	\$ 1,460,643	\$ 1,460,643	\$ 1,482,925		✓	1
Garten	Two expansion vehicles for closed-door transportation service	\$ 72,577	\$ 36,289	\$ -	\$ -	✓		7
City of Silverton	Silver Trolley, 5311 Match	\$ 39,000	\$ 33,000	\$ 33,000	\$ 33,000		✓	3
Legacy Silverton Medical Center	CareVan - One Replacement Vehicle	\$ 45,000	\$ 45,000	\$ -	\$ -	✓		5
City of Woodburn	Woodburn Transit Operations	\$ 444,000	\$ 429,000	\$ 400,000	\$ 429,000		✓	2
Polk County	Falls City Direct Connect Operations	\$ 176,920	\$ 107,240	\$ 51,282	\$ -	✓		4
SAMTD	STF grant administration	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000		✓	N/A
Total 2019-21 Marion-Polk Counties STF Allocation		\$ 1,992,724	\$ 1,992,724	\$ 1,992,724	\$ 1,992,724			
Difference		\$ (498,500)	\$ (211,247)	\$ -	\$ -			

Applicant	Description	Amount Requested	Scaled Request	Recommended by TAC	Recommended by STFAC	New Service	Existing Service	TAC Rank
SAMTD	Cherriots Mobility Management	\$ 403,946	\$ 403,946	\$ 403,946	\$ 403,946		✓	1
SAMTD	Cherriots Regional Preventative Maintenance	\$ 279,566	\$ 279,566	\$ 279,566	\$ 279,566		✓	3
SAMTD	Cherriots Purchased Service (Cherriots Regional, LIFT, and Shop and Ride)	\$ 1,449,152	\$ 1,246,882	\$ 1,240,902	\$ 1,240,902		✓	2
Polk County	Falls City Direct Connect Replacement Vehicle	\$ 62,800	\$ 58,300	\$ -	\$ -	✓		7
City of Silverton	Silver Trolley Preventative Maintenance	\$ 11,500	\$ 10,000	\$ 10,000	\$ 10,000		✓	4
City of Woodburn	Woodburn Mobility Management Program	\$ 95,000	\$ 90,250	\$ 90,250	\$ 90,250		✓	6
City of Woodburn	Woodburn Preventative Maintenance Program	\$ 120,000	\$ 114,000	\$ 108,000	\$ 108,000		✓	5
Total 2019-21 Marion-Polk Counties 5310 Allocation		\$ 2,132,664	\$ 2,132,664	\$ 2,132,664	\$ 2,132,664			
Difference		\$ (289,300)	\$ (70,280)	\$ -	\$ -			



To: Board of Directors
From: Al McCoy, Director of Finance/CFO
Thru: Allan Pollock, General Manager
Date: February 28, 2019
Subject: Adoption of Resolution #2019-01 FY 2018-19 Budget Amendment

ISSUE

Shall the Board adopt Resolution #2019-01 to amend the FY 2018-19 Budget that was adopted by Resolution #2018-06 on June 28, 2018?

BACKGROUND AND FINDINGS

At the time of preparation and adoption of the FY 2018-19 budget, House Bill 2017 had been passed, creating the Statewide Transportation Improvement Fund (STIF). However, the regulations and details of the program implementation were not finalized at the time of adoption; and estimates of revenues generated were in the early stages.

Due to these unknowns, staff elected to wait until the District had a clearer picture of the regulations and how funding would be distributed to Qualified Entities, both in-district and out-of-district. After attending ODOT training, and with guidance from the Executive Leadership Team, staff put together detailed plans for the use of the STIF monies. The STIF Plan was approved by the STIF Advisory Committee on October 15, 2018, and by the Board on October 25, 2018, in Resolution No. 2018-09.

The District will need new appropriation authority from the Board to incorporate these funds and expenditures into the FY18-19 Adopted Budget. Essentially, this Supplemental Budget request will incorporate Year 1 of the three-year STIF Plan.

Oregon Budget Law, ORS 294.471, allows for the adjustment of fund expenditures equal to 10 percent or less of each fund to be adopted at a regularly scheduled meeting of the governing body. The budget committee is not required to be involved. Public notice that a supplemental budget will be considered at this meeting is required and such notice was published by the District.

The following tables show the elements of the proposed supplemental budget, adding revenues and associated expenditures of the STIF Plan for the fiscal year ending June 30, 2019 (FY19).

REVENUES:

Fund:	General	Capital Projects	Transportation Programs	Total
STIF Formula	\$2,196,015	\$ 228,484	\$ 100,000	\$2,524,499
STIF Pass-Through	0	0	214,501	214,501
TOTAL	\$2,196,015	\$ 228,484	\$ 314,501	\$2,739,000

EXPENDITURES:

Fund:	General	Capital Projects	Transportation Programs	Total
Operations	\$ 525,000	\$ 220,000	\$ 75,000	\$ 820,000
Communications	60,000	0	0	60,000
Transportation Development	0	0	175,000	175,000
<i>Reserve for Future Expenditures*</i>	1,611,015	8,484	64,501	1,684,000
TOTAL	\$2,196,015	\$ 228,484	\$ 314,501	\$2,739,000

The *Reserve for Future Expenditures* line item cannot be appropriated per Oregon Budget Law, but is shown for the purpose of balancing the budget. If future conditions, plans, or unanticipated costs necessitate the use of these STIF reserve funds, staff will present a subsequent budget amendment for Board approval that will request appropriation by appropriate category.

FINANCIAL IMPACT

The proposed resolution will add a total of \$2,739,000 in resources to the FY2018-19 budget from the STIF program. Of these resources, \$1,055,000 will be appropriated in three funds and three organizational units as shown in the expenditures table above.

RECOMMENDATION

Staff recommends that the proposed supplemental budget be approved to amend the Adopted FY2018-19 budget for STIF plan resources and expenditures.

PROPOSED MOTION

I move that the Board adopt Resolution #2019-01 to amend the FY 2018-19 Budget that was adopted by Resolution #2018-06 on June 28, 2018; and authorize a supplemental budget totaling \$2,739,000 for funding to be received from the Statewide Transportation Improvement Fund (STIF). Of this amount, \$1,055,000 will be appropriated by expenditure and fund as detailed in this memo. The remaining \$1,684,000 constitutes STIF resources reserved for future expenditure.



RESOLUTION NO. 2019-01

**A RESOLUTION ADOPTING A FISCAL YEAR 2018-19 BUDGET AMENDMENT
INCREASING RESOURCES AND APPROPRIATIONS
FOR SALEM AREA MASS TRANSIT DISTRICT**

WHEREAS, the Salem Area Mass Transit District (“District”) Board of Directors adopted Resolution No. 2018-06 to adopt the Fiscal Year 2019 Budget by major fund and category on June 26, 2018.

WHEREAS, ORS 294.471 permits the governing body of a municipal corporation to make one or more supplemental budgets during the fiscal year or budget period for which the original budget was adopted under certain circumstances to include ORS 294.471(c) that funds were made available by another unit of federal, state or local government and the availability of such funds could not have been ascertained at the time of the preparation of the budget for the current year.

WHEREAS, Resolution 2019-01 recognizes a new, dedicated funding source called the Statewide Transportation Improvement Fund (STIF) that was established with the passage of House Bill 2017. However, STIF regulations and details of the program implementation were not finalized at the time of the Board’s adoption of the FY2018-19 budget.

WHEREAS, the Board determined that it is necessary to adopt an amended budget with the following additions of resources and appropriations:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SALEM AREA MASS TRANSIT DISTRICT;

THAT, the Board of Directors adopts Resolution 2019-01 to amend the Budget for FY2019; and

THAT, the amounts shown below are hereby appropriated, and shall become effective upon adoption of this Resolution:

GENERAL FUND

Appropriation		Purpose	
• Operations	Additional operators, supervisors, and maintenance staff.		\$ 525,000
• Communications	Additional customer service representatives		60,000
Resource*			
• Statewide Transportation Improvement Fund			\$2,196,015

CAPITAL PROJECTS FUND

Appropriation		Purpose	
• Operations	Purchase bus to increase service levels		\$ 220,000
Resource*			
• Statewide Transportation Improvement Fund			\$ 228,484

TRANSPORTATION PROGRAMS FUND

Appropriation		Purpose	
• Operations	Increase special program services		\$75,000
• Transportation Development	Pass-thru monies to sub-recipients so they can increase their service levels.		175,000
Resource*			
• Statewide Transportation Improvement Fund			\$314,501

*The balance of the Resources not appropriated are reserved for future expenditures that cannot be appropriated without further Board action.

TOTAL APPROPRIATIONS increased/changed: \$1,055,000

ADOPTED by the Board of Directors on the 28th day of February, 2019.

ATTEST:

President
Board of Directors

Secretary
Board of Directors



BOARD MEETING MEMO

Agenda Item I.4

To: Board of Directors

From: Paula Dixon, Director of Administration

Thru: Allan Pollock, General Manager

Date: February 28, 2018

Subject: Healthcare Insurance Broker Services Contract

ISSUE

Shall the Board enter into an agreement with Parker, Smith and Feek to provide broker services for the District's Healthcare Insurance?

BACKGROUND AND FINDINGS

The District contracts for broker services to provide benefits brokerage and consulting services. The broker provides the following services to the District:

- Analysis, recommendation, marketing, negotiation and placement of insurance as listed below.
- Assist with employee communications/strategies
- Compliance, communications and administrative support
- Review vendor contracts, evidence of insurance
- Act as liaison and advocate for the Agency in resolving vendor issues
- Support Open Enrollment activities
- Provide Periodic Aggregate Reports

Healthcare services include medical, dental, vision, basic life/accidental death and dismemberment/long term disability, voluntary life, employee assistance program and wellness.

The District received seven responses to the request for proposal. Three proposers were invited to an interview to present their proposals and respond to questions. Parker, Smith and Feek were selected as the proposer who most closely met the requirements of the request for proposal.

FINANCIAL IMPACT

The contract with the broker would be for two years with three one-year renewal options.

Year 1	\$ 28,500
Year 2	\$ 28,500
Base Contract Sub Total	\$ 57,000
Year 3	\$ 29,070
Year 4	\$ 29,651
Year 5	\$ 30,244
Total	\$ 145,965

Funding for Year 1 of this proposed contract's portion of cost (through June 2018) is included under the General Fund in the FY2018-19 Adopted Budget. Funding for the remaining cost of Year 1 and each subsequent contract year will be included in the Proposed Budget of each respective fiscal year.

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to execute a contract with Parker, Smith and Feek to provide benefits brokerage and consulting services.

PROPOSED MOTION

I move that the Board authorize the General Manager to execute a two year contract with three one year renewal options with Parker, Smith and Feek to provide benefits brokerage and consulting services for a total cost of \$145,965



BOARD MEETING MEMO

Agenda Item J.1

To: Board of Directors

From: Roxanne Beltz, Trip Choice Program Coordinator
Steve Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: February 28, 2019

Subject: Cherriots Trip Choice FY 2018-2019 – 2nd Quarter Report

ISSUE

The 2nd quarter report of the FY 2018-2019 Cherriots Trip Choice Program.

BACKGROUND AND FINDINGS

Cherriots Trip Choice program activities, goals and metrics are structured around the 2018-2019 ODOT approved work plan which details specific goals and activities to be accomplished during the year.

FINANCIAL IMPACT

None

RECOMMENDATION

None

PROPOSED MOTION

Information Only

CHERRIOTS TRIP CHOICE

2nd Quarter Report - FY 2018-2019

October ~ November ~ December 2018

During the 2nd Quarter of FY 2018-2019, Cherriots Trip Choice continued its work utilizing the ODOT approved work plan which includes reporting based on four overarching goal categories; Awareness & Understanding, Safety, Expanded Markets and Congestion & Construction Mitigation. Under each goal we have a variety of projects and programs, however not all goal areas or all projects will be addressed every quarter.

AWARENESS AND UNDERSTANDING

Employer Outreach

Cherriots Trip Choice staff met with several employers this quarter to discuss the Employer Bus Pass Program and our other employer services.

- Amazon

Communicated with the regional TDM program coordinator and a Senior Transportation Planner. They will not be holding any hiring events until early summer, but we have been working with Amazon and Cherriots Planning staff to help determine bus stop location and turn around areas.

- Dalke – Many employees could possibly use transportation options during high peak project seasons where there is limited parking. Will follow up early spring about vanpool and transit.
- Oregon Fruit Company – Worksite moved from West Salem to South Salem, so CEO reached out to learn about offering employees commuter benefits. When presented to staff meeting, there was limited interest. CTC staff was ask to follow up in January to schedule a worksite presentation/event.
- Courthouse Fitness – Lancaster location has limited parking and is exploring offering transit passes to employees and members.
- Manpower – Currently enrolled into Cherriots' Employer Bus Pass Program and provides 20 employees with this benefit.

Community Outreach

Staff attended the following outreach events in the second quarter.

- Woodburn Safety Fair
- Just Walk Salem-Keizer "Owl Walk"
- Meyers Pumpkin Run
 - ✓ During these events we distributed Regional bicycle maps, Wander Walks maps, and 100 blinky lights to Meyers Elementary.

- ✓ We distributed 150 bike light sets in cooperation with the NW Hub

Wander Walks 5210 - Points of Health - Staff continues to work on the West Salem map along with the project partners. Additionally staff have had conversations with our IT department and several colleagues about the process of creating an on-line version. The cost estimates for building a web site for WanderWalks™ are outside the regular budget for the program, so staff will be looking into additional funding options to create an innovative and interactive web presence for the maps.

Ride Salem – New Bike Share coming to Salem - The City of Salem recently approved an agreement to bring bike-sharing to Salem. Local non-profit, Osborne Adventures and Massachusetts based bike-sharing company, Zagster, have partnered with a number of local sponsors (including Cherriots Trip Choice) to allow Ride Salem to operate in Salem.

The plan calls for bike sharing stations at six locations to start, with about 30 bicycles shared between them. The six spots that have been identified for stations include, Salem's Riverfront Carousel, the Union Street Railroad Bridge, the Downtown Transit Center, Bush Park, near Willamette University, and the intersection of State and Commercial.

Cherriots Trip Choice, along with many other local partners, have provided financial support and will partner with Osborne Adventures and Zagster in marketing and promotions. Station construction is slated to start soon (pending weather delays) and once they are complete, we will announce the program launch.

Social Media

We posted 15 times on our Facebook page -- including videos highlighted events CTC attended and posts that promoted and encouraged using reflective gear while walking and biking. Another post featured the annual poster contest and this reached 764 people with 31 post engagements and 7 people shared this campaign.

Valley VanPool

Valley VanPool currently supports 48 vanpools that serve more than 400 commuters in the Willamette Valley. Staff will be meeting at the end of January with the Valley Vanpool partners, ODOT Active Transportation and SMART in Wilsonville to coordinate program marketing and considering expansion.

Student Poster Contest

We have selected the theme “World Car Free Day” for this year’s contest and we have distributed the material to 19 middle and high school classrooms. The deadline for

entry is Feb 12. Once we have all the posters, we hold a judging and award the winners at school assemblies

The calendar with the 2018 poster images was completed and mailed out in December 2018.

DRIVE LESS CONNECT

2nd Quarter 2018-2019

Drive Less Connect is Oregon's secure, easy-to-use online ride-matching tool that matches people who want to share the ride to work, school or play.

Total active users	788	Carpool trips	4570
Total registered users	5601	Did Not Work trips	1202
New users.....	144	Vanpool trips	1826
Non SOV Miles Logged	306,470	Walk trips	1961
Bike trips	2367	Telework trips	833
Bus trips	1915	Drive Alone trips	1147

Ridematching statistics

Ridematch search performed	11,152
Ridematch search with no results ..	2734
Ridematch requests sent.....	4555

The 2018 Drive Less Challenge

The Oregon Drive Less Challenge is an effort that calls on Oregonians to rethink their own trips – whether commuting to work or running errands, this challenge focuses on all the ways of getting around other than driving alone. This year’s challenge took place from October 1 – 15. Below is the summary for our region.

There were 4,215 people who participated statewide and 795 of those participants were from our region. There were 1682 new participants who joined the Challenge, and 222 of those people were from our region.

Cherriots Trip Choice staff would not be as successful in running these kinds of challenges without the help of our Employee Transportation Coordinators (ETCs). This year six of the ETCs went the extra mile in their promotions and they were recognized at the December ETC meeting.

SAFETY

Bicycle Outreach and Education

Staff dropped off 100 Safety Lights to Meyers Elementary for the students to use in the mornings/evenings. This is done in conjunction with their Pumpkin Run.

Staff partnered with the Northwest Hub to distribute bicycle light sets to 150 community members.

Safe Crossing Programs

Staff has been participating on a Project Advisory Committee with the City of Salem to help develop a Safer Crossings Program. Once complete, the Safer Crossings Program will allow community members to formally identify pedestrian safety need, request projects to address those needs, and to easily see the criteria that are used to prioritize pedestrian safety projects and track project status.

The advisory committee has met three times and have evaluated similar programs in other regions, established ranking criteria /categories and performed a “dot” exercise related to criteria weight. The City of Salem staff are now using the weighting to begin testing the system they have developed.

EMERGENCY RIDE HOME

14 new people enrolled in the Emergency Ride Home program and 4 trips were utilized.

EXPANDED MARKETS

Refugee Groups and Limited English Proficiency Population

Working with our travel trainers we continue to attend meetings with Salem for Refugees which includes discussion about travel options. In the last three years, about 250 refugees have resettled in Salem, from all over the world. Working with organizations like Sparrow Furniture the refugees gain valuable work experience and attend English classes as well. While we do not have a formal program in place, we are available when the travel trainer feels the need to bring in additional expertise regarding offering transportation options beyond transit.

PROGRAM WORK

COOP Tabletop – The Trip Choice team participated in the Cherriots Continuity of Operations tabletop exercise which is the result of months of work creating a formal plan for the continuation of our program in the event of an emergency.

We tested a hypothetical situation of a natural disaster, and then evaluated our ability to cooperate and work together, as well as test our readiness to respond. It was a good exercise and the Trip Choice team feels ready in the event we need to jump into action.

Open Streets Salem – Salem Mayor Chuck Bennett recognized the dedicated work of the 2018 Open Streets Salem planning committee and awarded them with *The Distinguished Service Award*. This event is a free community event that closes to auto traffic and provides a safe atmosphere for neighbors to run, walk, roll, play, and interact with local businesses. The 1.6 mile OSS 2018 route went through Salem’s Highland, Grant, and CANDO neighborhoods, along the Winter/Maple bikeway, and included four activity hubs such as the Saturday Market. CTC was a proud sponsor of the event and had staff on the planning committee as well.

ONGOING PARTICIPATION EXTERNAL

Part of our program success depends on our ongoing participation in community and industry groups where we can make valuable connections and learn best practices.

- Board member of the Association for Commuter Transportation (ACT)
- Board members of the Transportation Options Group of Oregon
- Education and Community Outreach Committee –Salem Bike Club
- Just Walk Salem-Keizer Steering Committee
- Open Streets Salem Steering Committee
- Quarterly ETC networking and training lunch
- Safe Routes To School Steering Committee
- Salem Committee for the Safer Crossings Program
- Salem for Refugees Transportation Action Committee
- Salem Pedestrian Safety Group
- Salem-Keizer Active Transportation Networking Group
- Statewide TDM and ToGo quarterly meetings
- Valley VanPool Partnership
- Willamette University Sustainability Networking group

ONGOING PARTICIPATION INTERNAL

- 40th Anniversary Celebration
- Banquet Committee
- Bus Rodeo Committee
- Connects Committee
- Sustainability Committee
- Wellness Committee

Second Quarter Report 2018 - 2019




Awareness & Understanding


- Employer Outreach/Building Relationships
 - ✓ Amazon - Hiring in summer 2019
 - ✓ Dalke - Follow up in spring (high peak)
 - ✓ Oregon Fruit Company - Limited interest
 - ✓ Courthouse Fitness - Exploring employee options
 - ✓ Manpower - Current Bus Pass client



Awareness & Understanding


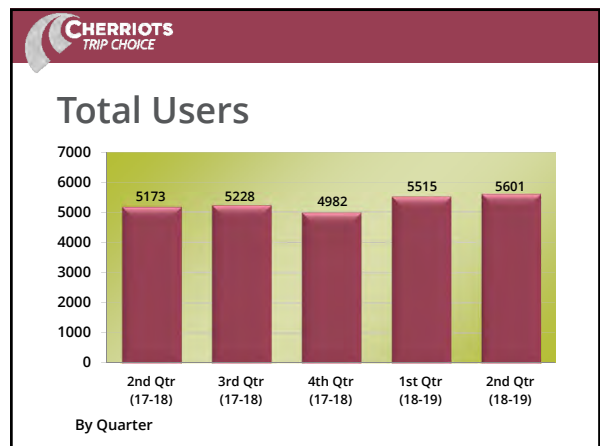
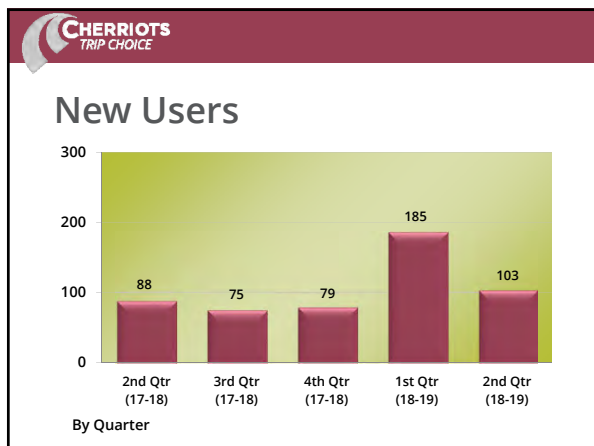
- Community Outreach
 - ✓ Woodburn Safety Fair
 - ✓ Just Walk Salem-Keizer "Owl Walk"
 - ✓ Meyers Pumpkin Run







Awareness & Understanding

- Wander Walks™
- Ride Salem
- Social Media
- Valley VanPool
- Student Poster Contest


CHERRIOTS
TRIP CHOICE



Drive Less Challenge

- October 1 – 15
- Statewide Participation of 4,215
 - ✓ 795 from the Willamette Valley
- New Participants were 1682
 - ✓ 222 from the Willamette Valley


CHERRIOTS
TRIP CHOICE



Drive Less Challenge


- 716,150 Non-SOV Miles logged
- 24,351 Gallons of gas saved
- 467,747 Pounds of CO2 avoided

CHERRIOTS
TRIP CHOICE



Safety

- Bicycle Outreach and Education
 - ✓ 100 blinky lights to Meyers Elementary
 - ✓ Distributed 150 bike light sets in cooperation with the NW Hub
- Safe Crossing Programs
 - ✓ City of Salem



CHERRIOTS
TRIP CHOICE

Expanded Markets

- Salem for Refugees
 - ✓ Travel Trainers
 - ✓ Sparrow Furniture
- Rural Employers
- Diverse Communities




CHERRIOTS
TRIP CHOICE

Other program activities

- COOP Tabletop
- 2018 Open Streets Salem recognition



CHERRIOTS
TRIP CHOICE



Thank You

Questions?



To: Board of Directors

From: Jeremy Jorstad, Transit Planner I
Chris French, Senior Planner

Thru: Allan Pollock, General Manager

Date: February 28, 2019

Subject: Performance Report – FY19 Q2

ISSUE

Shall the Board receive a briefing on Cherriots services for the second quarter of FY19?

BACKGROUND AND FINDINGS

Performance measures (daily average revenue hours, daily average revenue miles, and daily average boardings) for the second quarter of Fiscal Year 2019 (FY19 Q2) are included in Attachment A. FY19 Q2 began October 1, 2018 and ended December 31, 2018. All data is compared to the previous fiscal year, FY18 Q2. Year-to-date totals (total revenue hours, total revenue miles, and total boardings) are also included in Attachment A. and are gathered from FY19 Q1 through Q2 and compared to those in the same time period of FY18. Data for these measures are derived from adjusted Trapeze schedules, vehicle fareboxes, rider counting systems, and reservation software (RouteMatch and Mobility DR).

Revenue Hours, Revenue Miles, and Boardings

Cherriots Local

Includes local bus service, Qualified Human Service Organization (QHSO) routes, and the West Salem Connector.

- *Revenue Hours* – Up 3.0% (19.1 Revenue Hours/Day)
 - *Year-To-Date Total* – Up 1.2 % (82,387 Total Revenue Hours)

- *Revenue Miles* – Up 3.3% (261.9 Revenue Miles/Day)
 - *Year-To-Date Total* – Up 1.7% (1,018,255 Total Revenue Miles)

- *Boardings* – Down 0.6% (-72.4 Boardings/Day)
 - *Year-To-Date Total* – Down 1.4% (1,432,053 Total Boardings)

Cherriots Regional

Includes regional commuter express routes and a regional flex zone.

- *Revenue Hours* – Down 9.1% (-8.2 Revenue Hours/Day)
 - *Year-To-Date Total* – Down 11.1% (10,095 Total Revenue Hours)
- *Revenue Miles* – Down 22.1% (-470.3 Revenue Miles/Day)
 - *Year-To-Date Total* – Down 23.9% (206,312 Total Revenue Miles)
- *Boardings* – Down 3.4% (-18.3 Boardings/Day)
 - *Year-To-Date Total* – Down 6.0% (63,575 Total Boardings)

Cherriots Shop and Ride

Includes dial-a-ride and shopper shuttle.

- *Revenue Hours* – Up 9.1% (1.8 Revenue Hours/Day)
 - *Year-To-Date Total* – Up 22.4% (2,924 Total Revenue Hours)
- *Revenue Miles* – Up 19.2% (38.6 Revenue Miles/Day)
 - *Year-To-Date Total* – Up 27.5% (32,044 Total Revenue Miles)
- *Boardings* – Up 10.6% (4.1 Boardings/Day)
 - *Year-To-Date Total* – Up 20% (5,598 Total Boardings)

Cherriots LIFT

Paratransit

- *Revenue Hours* – Up 5.8% (13.9 Revenue Hours/Day)
 - *Year-To-Date Total* – Up 4.2% (32,287 Total Revenue Hours)
- *Revenue Miles* – Up 4.4% (134.6 Revenue Miles/Day)
 - *Year-To-Date Total* – Up 10.4% (435,779 Total Revenue Miles)
- *Boardings* – Up 2.9% (15.4 Boardings/Day)
 - *Year-To-Date Total* – Down 0.8% (33,482 Total Boardings)

FINANCIAL IMPACT

Information only.

RECOMMENDATION

Information only.

PROPOSED MOTION

Information only.

ATTACHMENT A

FY19 Q2 Performance Measures October - December 2018

Table 1. Total Revenue Hours

Table 2. Average Revenue Hours / Day

Table 3. Total Revenue Miles

Table 4. Average Revenue Miles / Day

Table 5. Total Boardings

Table 6. Average Boardings / Day

Table 7. Average Boardings / Revenue Hour

Table 8. Year-to-Date Total Revenue Hours, Revenue Miles, and Boardings

Table 1. Total Revenue Hours

Route	FY18 Q2				FY19 Q2			
	Oct 2017	Nov 2017	Dec 2017	Total	Oct 2018	Nov 2018	Dec 2018	Total
(Service Days)	22	21	20	63	23	20	20	63
LOCAL BUS SERVICE								
2 - Market / Brown	1,190	1,136	1,082	3,408	1,245	1,081	1,081	3,407
3 - Portland Road	660	629	600	1,889	690	600	600	1,890
4 - State Street	337	321	306	964	714	621	621	1,956
5 - Center Street	1,249	1,191	1,135	3,575	1,305	1,135	1,134	3,574
6 - Fairview Industrial	499	477	455	1,431	519	452	452	1,423
7 - Mission Street	340	325	309	974	442	384	384	1,210
8 - 12th / Liberty	505	482	458	1,445	528	458	459	1,445
9 - Cherry / River Road	676	645	615	1,936	705	615	615	1,935
11 - Lancaster / Verda	1,968	1,877	1,788	5,633	2,343	2,040	2,039	6,422
12 - Hayesville Drive	325	311	296	932	340	296	296	932
13 - Silverton Road	425	406	387	1,218	444	386	385	1,215
14 - Windsor Island Road	338	323	307	968	354	308	308	970
16 - Wallace Road	206	197	188	591	232	201	201	634
17 - Edgewater Street	1,076	1,029	979	3,084	1,144	995	995	3,134
18 - 12th / Liberty	509	486	462	1,457	532	463	462	1,457
19 - Broadway / River Road	1,276	1,220	1,162	3,658	1,333	1,160	1,159	3,652
21 - South Commercial	1,211	1,157	1,102	3,470	1,268	1,103	1,101	3,472
22 - Library Loop	239	228	217	684	250	217	217	684
23 - Lansing / Hawthorne	328	313	298	939	342	298	298	938
24 - State / Lancaster	336	321	305	962	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	180	156	156	492
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	192	167	167	526
<i>Total</i>	<i>13,693</i>	<i>13,074</i>	<i>12,451</i>	<i>39,218</i>	<i>15,102</i>	<i>13,136</i>	<i>13,130</i>	<i>41,368</i>
LOCAL ON-DEMAND								
West Salem Connector	330	315	300	945	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES								
91 - Garten Foundation	22	21	20	63	23	20	20	63
92 - Rockwest	13	13	12	38	14	12	12	38
<i>Total</i>	<i>35</i>	<i>34</i>	<i>32</i>	<i>101</i>	<i>37</i>	<i>32</i>	<i>32</i>	<i>101</i>
<i>Cherriots Local Total</i>	<i>14,058</i>	<i>13,423</i>	<i>12,783</i>	<i>40,264</i>	<i>15,139</i>	<i>13,168</i>	<i>13,162</i>	<i>41,469</i>
REGIONAL EXPRESS ROUTES								
1X - Wilsonville / Salem Express	217	207	197	621	227	197	197	621
2X - Grand Ronde / Salem Express	334	318	303	955	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	267	260	255	782	310	270	266	846
20X - N. Marion Co. / Salem Express	262	247	244	753	314	274	276	864
30X - Santiam / Salem Express	248	255	243	746	286	249	248	783
40X - Polk County / Salem Express	289	297	292	878	327	285	284	896
50X - Dallas / Salem Express	55	58	55	168	62	54	54	170
<i>Total</i>	<i>1,672</i>	<i>1,642</i>	<i>1,589</i>	<i>4,903</i>	<i>1,526</i>	<i>1,329</i>	<i>1,325</i>	<i>4,180</i>
REGIONAL FLEX ROUTE								
Polk County Flex	262	253	245	760	344	311	311	966
<i>Cherriots Regional Total</i>	<i>1,934</i>	<i>1,895</i>	<i>1,834</i>	<i>5,663</i>	<i>1,870</i>	<i>1,640</i>	<i>1,636</i>	<i>5,146</i>
SHOP AND RIDE								
Dial-a-Ride	272	264	262	798	343	300	298	941
Shopper Shuttle	155	146	152	453	158	127	139	424
<i>Cherriots Shop and Ride Total</i>	<i>427</i>	<i>410</i>	<i>414</i>	<i>1,251</i>	<i>501</i>	<i>427</i>	<i>437</i>	<i>1,365</i>
LIFT								
ADA	2,358	2,217	2,029	6,604	2,551	2,294	2,100	6,945
DD53	3,050	2,818	2,693	8,561	3,428	2,848	2,821	9,097
<i>Cherriots LIFT Total</i>	<i>5,408</i>	<i>5,035</i>	<i>4,722</i>	<i>15,165</i>	<i>5,979</i>	<i>5,142</i>	<i>4,921</i>	<i>16,042</i>

Table 2. Average Revenue Hours / Day

Route	FY18 Q2				FY19 Q2				Percent Change
	Oct 2017	Nov 2017	Dec 2017	Total	Oct 2018	Nov 2018	Dec 2018	Total	
(Service Days)	22	21	20	63	23	20	20	63	
LOCAL BUS SERVICE									
2 - Market / Brown	54.1	54.1	54.1	54.1	54.1	54.1	54.1	54.1	0.0%
3 - Portland Road	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	0.1%
4 - State Street	15.3	15.3	15.3	15.3	31.0	31.1	31.1	31.0	102.9%
5 - Center Street	56.8	56.7	56.8	56.7	56.7	56.8	56.7	56.7	0.0%
6 - Fairview Industrial	22.7	22.7	22.8	22.7	22.6	22.6	22.6	22.6	-0.6%
7 - Mission Street	15.5	15.5	15.5	15.5	19.2	19.2	19.2	19.2	24.2%
8 - 12th / Liberty	23.0	23.0	22.9	22.9	23.0	22.9	23.0	22.9	0.0%
9 - Cherry / River Road	30.7	30.7	30.8	30.7	30.7	30.8	30.8	30.7	-0.1%
11 - Lancaster / Verda	89.5	89.4	89.4	89.4	101.9	102.0	102.0	101.9	14.0%
12 - Hayesville Drive	14.8	14.8	14.8	14.8	14.8	14.8	14.8	14.8	0.0%
13 - Silverton Road	19.3	19.3	19.4	19.3	19.3	19.3	19.3	19.3	-0.2%
14 - Windsor Island Road	15.4	15.4	15.4	15.4	15.4	15.4	15.4	15.4	0.2%
15X - Airport Rd Park and Ride Express	0.0	0.0	0.0	0.0	N/A	N/A	N/A	N/A	N/A
16 - Wallace Road	9.4	9.4	9.4	9.4	10.1	10.1	10.1	10.1	7.3%
17 - Edgewater Street	48.9	49.0	49.0	49.0	49.7	49.8	49.8	49.7	1.6%
18 - 12th / Liberty	23.1	23.1	23.1	23.1	23.1	23.2	23.1	23.1	0.0%
19 - Broadway / River Road	58.0	58.1	58.1	58.1	58.0	58.0	58.0	58.0	-0.2%
21 - South Commercial	55.0	55.1	55.1	55.1	55.1	55.2	55.1	55.1	0.1%
22 - Library Loop	10.9	10.9	10.9	10.9	10.9	10.9	10.9	10.9	0.0%
23 - Lansing / Hawthorne	14.9	14.9	14.9	14.9	14.9	14.9	14.9	14.9	-0.1%
24 - State / Lancaster	15.3	15.3	15.3	15.3	N/A	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	7.8	7.8	7.8	7.8	N/A
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	8.3	8.4	8.4	8.3	N/A
<i>Total</i>	622.4	622.6	622.6	622.5	656.6	656.8	656.5	656.6	5.5%
LOCAL ON-DEMAND									
West Salem Connector	15.0	15.0	15.0	15.0	N/A	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES									
91 - Garten Foundation	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	0.0%
92 - Rockwest	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.0%
<i>Total</i>	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	0.0%
<i>Cherriots Local Total</i>	639.0	639.2	639.2	639.1	658.2	658.4	658.1	658.2	3.0%
REGIONAL EXPRESS ROUTES									
1X - Wilsonville / Salem Express	9.9	9.9	9.9	9.9	9.9	9.9	9.9	9.9	0.0%
2X - Grand Ronde / Salem Express	13.8	15.1	15.2	15.2	N/A	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	11.6	12.4	12.8	12.4	13.5	13.5	13.3	13.4	8.2%
20X - N. Marion Co. / Salem Express	11.1	11.8	12.2	12.0	13.7	13.7	13.8	13.7	14.7%
30X - Santiam / Salem Express	11.0	12.1	12.2	11.8	12.4	12.5	12.4	12.4	5.0%
40X - Polk County / Salem Express	13.3	14.1	14.6	13.9	14.2	14.3	14.2	14.2	2.1%
50X - Dallas / Salem Express	2.5	2.8	2.8	2.7	2.7	2.7	2.7	2.7	1.2%
<i>Total</i>	76.0	78.2	79.5	77.8	66.3	66.5	66.3	66.3	-14.7%
REGIONAL FLEX ROUTE									
Polk County Flex	11.9	12.0	12.3	12.1	15.0	15.6	15.6	15.3	27.1%
<i>Cherriots Regional Total</i>	87.9	90.2	91.7	89.9	81.3	82.0	81.8	81.7	-9.1%
SHOP AND RIDE									
Dial-a-Ride	12.4	12.6	13.1	12.7	14.9	15.0	14.9	14.9	17.9%
Shopper Shuttle	7.0	7.0	7.6	7.2	6.9	6.4	7.0	6.7	-6.4%
<i>Cherriots Shop and Ride Total</i>	19.4	19.5	20.7	19.9	21.8	21.4	21.9	21.7	9.1%
LIFT									
ADA	107.2	105.6	101.5	104.8	110.9	114.7	105.0	110.2	5.2%
DD53	138.6	134.2	134.7	135.9	149.0	142.4	141.1	144.4	6.3%
<i>Cherriots LIFT Total</i>	245.8	239.8	236.1	240.7	260.0	257.1	246.1	254.6	5.8%

Table 3. Total Revenue Miles

Route (Service Days)	FY18 Q2				FY19 Q2			
	Oct 2017 22	Nov 2017 21	Dec 2017 20	Total 63	Oct 2018 23	Nov 2018 20	Dec 2018 20	Total 63
LOCAL BUS SERVICE								
2 - Market / Brown	15,054	14,367	13,685	43,106	15,737	13,678	13,668	43,083
3 - Portland Road	7,731	7,367	7,028	22,126	8,113	7,050	7,055	22,218
4 - State Street	3,319	3,168	3,017	9,504	7,062	6,141	6,141	19,344
5 - Center Street	14,299	13,645	12,995	40,939	14,949	12,999	12,992	40,940
6 - Fairview Industrial	7,477	7,157	6,816	21,450	7,880	6,852	6,852	21,584
7 - Mission Street	4,509	4,304	4,094	12,907	4,674	4,064	4,064	12,802
8 - 12th / Liberty	6,792	6,478	6,164	19,434	7,099	6,160	6,169	19,428
9 - Cherry / River Road	10,024	9,568	9,113	28,705	10,453	9,112	9,111	28,676
11 - Lancaster / Verda	25,913	24,742	23,558	74,213	31,307	27,251	27,212	85,770
12 - Hayesville Drive	4,199	4,008	3,817	12,024	4,526	3,936	3,936	12,398
13 - Silverton Road	6,414	6,122	5,833	18,369	6,446	5,605	5,594	17,645
14 - Windsor Island Road	4,986	4,760	4,533	14,279	5,213	4,533	4,533	14,279
16 - Wallace Road	2,512	2,397	2,283	7,192	3,081	2,671	2,679	8,431
17 - Edgewater Street	9,823	9,388	8,937	28,148	10,458	9,097	9,091	28,646
18 - 12th / Liberty	6,900	6,586	6,273	19,759	7,213	6,273	6,253	19,739
19 - Broadway / River Road	15,407	14,739	14,030	44,176	16,134	14,037	14,025	44,196
21 - South Commercial	15,007	14,331	13,648	42,986	16,201	14,088	14,085	44,374
22 - Library Loop	1,328	1,268	1,207	3,803	1,426	1,240	1,240	3,906
23 - Lansing / Hawthorne	4,245	4,052	3,859	12,156	4,425	3,853	3,859	12,137
24 - State / Lancaster	3,907	3,729	3,552	11,188	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	1,765	1,534	1,534	4,833
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	2,618	2,276	2,276	7,170
<i>Total</i>	<i>169,846</i>	<i>162,176</i>	<i>154,442</i>	<i>486,464</i>	<i>186,780</i>	<i>162,450</i>	<i>162,369</i>	<i>511,599</i>
LOCAL ON-DEMAND								
West Salem Connector	2,532	3,881	2,228	8,641	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES								
91 - Garten Foundation	128	122	116	366	134	117	117	368
92 - Rockwest	211	202	192	605	221	192	192	605
<i>Total</i>	<i>339</i>	<i>324</i>	<i>308</i>	<i>971</i>	<i>355</i>	<i>309</i>	<i>309</i>	<i>973</i>
<i>Cherriots Local Total</i>	<i>172,717</i>	<i>166,381</i>	<i>156,978</i>	<i>496,076</i>	<i>187,135</i>	<i>162,759</i>	<i>162,678</i>	<i>512,572</i>
REGIONAL EXPRESS ROUTES								
1X - Wilsonville / Salem Express	7,038	6,718	6,398	20,154	7,358	6,398	6,398	20,154
2X - Grand Ronde / Salem Express	11,533	11,009	10,485	33,027	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	5,225	5,023	4,964	15,212	5,889	5,140	5,118	16,147
20X - N. Marion Co. / Salem Express	6,267	5,902	5,770	17,939	6,982	5,961	5,986	18,929
30X - Santiam / Salem Express	5,131	5,225	5,056	15,412	5,795	5,078	5,063	15,936
40X - Polk County / Salem Express	5,831	6,093	5,804	17,728	6,854	5,972	5,984	18,810
50X - Dallas / Salem Express	1,606	1,429	1,322	4,357	1,562	1,358	1,354	4,274
<i>Total</i>	<i>42,631</i>	<i>41,399</i>	<i>39,799</i>	<i>123,829</i>	<i>34,440</i>	<i>29,907</i>	<i>29,903</i>	<i>94,250</i>
REGIONAL FLEX ROUTE								
Polk County Flex	3,824	3,515	3,184	10,523	3,841	3,280	3,353	10,474
<i>Cherriots Regional Total</i>	<i>46,455</i>	<i>44,914</i>	<i>42,983</i>	<i>134,352</i>	<i>38,281</i>	<i>33,187</i>	<i>33,256</i>	<i>104,724</i>
SHOP AND RIDE								
Dial-a-Ride	2,984	3,032	3,182	9,198	4,065	3,500	3,175	10,740
Shopper Shuttle	1,166	1,094	1,174	3,434	1,555	1,315	1,451	4,321
<i>Cherriots Shop and Ride Total</i>	<i>4,150</i>	<i>4,126</i>	<i>4,356</i>	<i>12,632</i>	<i>5,620</i>	<i>4,815</i>	<i>4,626</i>	<i>15,061</i>
LIFT								
ADA	29,107	26,452	23,978	79,537	30,682	27,546	25,017	83,245
DD53	40,051	36,530	34,504	111,085	44,478	36,272	35,105	115,855
<i>Cherriots LIFT Total</i>	<i>69,158</i>	<i>62,982</i>	<i>58,482</i>	<i>190,622</i>	<i>75,160</i>	<i>63,818</i>	<i>60,122</i>	<i>199,100</i>

Table 4. Average Revenue Miles / Day

Route	FY18 Q2				FY19 Q2				Percent Change
	Oct 2017	Nov 2017	Dec 2017	Total	Oct 2018	Nov 2018	Dec 2018	Total	
(Service Days)	22	21	20	63	23	20	20	63	
LOCAL BUS SERVICE									
2 - Market / Brown	684.3	684.1	684.3	684.2	684.2	683.9	683.4	683.9	-0.1%
3 - Portland Road	351.4	350.8	351.4	351.2	352.7	352.5	352.8	352.7	0.4%
4 - State Street	150.9	150.9	150.9	150.9	307.0	307.1	307.1	307.0	103.5%
5 - Center Street	650.0	649.8	649.8	649.8	650.0	650.0	649.6	649.8	0.0%
6 - Fairview Industrial	339.9	340.8	340.8	340.5	342.6	342.6	342.6	342.6	0.6%
7 - Mission Street	205.0	205.0	204.7	204.9	203.2	203.2	203.2	203.2	-0.8%
8 - 12th / Liberty	308.7	308.5	308.2	308.5	308.7	308.0	308.5	308.4	0.0%
9 - Cherry / River Road	455.6	455.6	455.7	455.6	454.5	455.6	455.6	455.2	-0.1%
11 - Lancaster / Verda	1,177.9	1,178.2	1,177.9	1,178.0	1,361.2	1,362.6	1,360.6	1,361.4	15.6%
12 - Hayesville Drive	190.9	190.9	190.9	190.9	196.8	196.8	196.8	196.8	3.1%
13 - Silverton Road	291.5	291.5	291.7	291.6	280.3	280.3	279.7	280.1	-3.9%
14 - Windsor Island Road	226.6	226.7	226.7	226.7	226.7	226.7	226.7	226.7	0.0%
16 - Wallace Road	114.2	114.1	114.2	114.2	134.0	133.6	134.0	133.8	17.2%
17 - Edgewater Street	446.5	447.0	446.9	446.8	454.7	454.9	454.6	454.7	1.8%
18 - 12th / Liberty	313.6	313.6	313.7	313.6	313.6	313.7	312.7	313.3	-0.1%
19 - Broadway / River Road	700.3	701.9	701.5	701.2	701.5	701.9	701.3	701.5	0.0%
21 - South Commercial	682.1	682.4	682.4	682.3	704.4	704.4	704.3	704.3	3.2%
22 - Library Loop	60.4	60.4	60.4	60.4	62.0	62.0	62.0	62.0	2.7%
23 - Lansing / Hawthorne	193.0	193.0	193.0	193.0	192.4	192.7	193.0	192.7	-0.2%
24 - State / Lancaster	177.6	177.6	177.6	177.6	N/A	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	76.7	76.7	76.7	76.7	N/A
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	113.8	113.8	113.8	113.8	N/A
<i>Total</i>	<i>7,720.3</i>	<i>7,722.7</i>	<i>7,722.1</i>	<i>7,721.7</i>	<i>8,120.9</i>	<i>8,122.5</i>	<i>8,118.5</i>	<i>8,120.6</i>	<i>5.2%</i>
LOCAL ON-DEMAND									
West Salem Connector	115.1	184.8	111.4	137.2	N/A	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES									
91 - Garten Foundation	5.8	5.8	5.8	5.8	5.8	5.9	5.9	5.8	0.5%
92 - Rockwest	9.6	9.6	9.6	9.6	9.6	9.6	9.6	9.6	0.0%
<i>Total</i>	<i>15.4</i>	<i>15.4</i>	<i>15.4</i>	<i>15.4</i>	<i>15.4</i>	<i>15.5</i>	<i>15.5</i>	<i>15.4</i>	<i>0.2%</i>
<i>Cherriots Local Total</i>	<i>7,850.8</i>	<i>7,922.9</i>	<i>7,848.9</i>	<i>7,874.2</i>	<i>8,136.3</i>	<i>8,138.0</i>	<i>8,133.9</i>	<i>8,136.1</i>	<i>3.3%</i>
REGIONAL EXPRESS ROUTES									
1X - Wilsonville / Salem Express	319.9	319.9	319.9	319.9	319.9	319.9	319.9	319.9	0.0%
2X - Grand Ronde / Salem Express	524.2	524.2	524.3	524.2	N/A	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	237.5	239.2	248.2	241.5	256.0	257.0	255.9	256.3	6.1%
20X - N. Marion Co. / Salem Express	284.9	281.0	288.5	284.7	303.6	298.1	299.3	300.5	5.5%
30X - Santiam / Salem Express	233.2	248.8	252.8	244.6	252.0	253.9	253.2	253.0	3.4%
40X - Polk County / Salem Express	265.0	290.1	290.2	281.4	298.0	298.6	299.2	298.6	6.1%
50X - Dallas / Salem Express	73.0	68.0	66.1	69.2	67.9	67.9	67.7	67.8	-1.9%
<i>Total</i>	<i>1,937.8</i>	<i>1,971.4</i>	<i>1,990.0</i>	<i>1,965.5</i>	<i>1,497.4</i>	<i>1,495.4</i>	<i>1,495.2</i>	<i>1,496.0</i>	<i>-23.9%</i>
REGIONAL FLEX ROUTE									
Polk County Flex	173.8	167.4	159.2	167.0	167.0	164.0	167.7	166.3	-0.5%
<i>Cherriots Regional Total</i>	<i>2,111.6</i>	<i>2,138.8</i>	<i>2,149.2</i>	<i>2,132.6</i>	<i>1,664.4</i>	<i>1,659.4</i>	<i>1,662.8</i>	<i>1,662.3</i>	<i>-22.1%</i>
SHOP AND RIDE									
Dial-a-Ride	135.6	144.4	159.1	146.0	176.7	175.0	158.8	170.5	16.8%
Shopper Shuttle	53.0	52.1	58.7	54.5	67.6	65.8	72.6	68.6	25.8%
<i>Cherriots Shop and Ride Total</i>	<i>188.6</i>	<i>196.5</i>	<i>217.8</i>	<i>200.5</i>	<i>244.3</i>	<i>240.8</i>	<i>231.3</i>	<i>239.1</i>	<i>19.2%</i>
LIFT									
ADA	1,323.0	1,259.6	1,198.9	1,262.5	1,334.0	1,377.3	1,250.9	1,321.3	4.7%
DD53	1,820.5	1,739.5	1,725.2	1,763.3	1,933.8	1,813.6	1,755.3	1,839.0	4.3%
<i>Cherriots LIFT Total</i>	<i>3,143.5</i>	<i>2,999.1</i>	<i>2,924.1</i>	<i>3,025.7</i>	<i>3,267.8</i>	<i>3,190.9</i>	<i>3,006.1</i>	<i>3,160.3</i>	<i>4.4%</i>

Table 5. Total Boardings

Route (Service Days)	FY18 Q2				FY19 Q2			
	Oct 2017 22	Nov 2017 21	Dec 2017 20	Total 63	Oct 2018 23	Nov 2018 20	Dec 2018 20	Total 63
LOCAL BUS SERVICE								
2 - Market / Brown	28,873	25,835	21,510	76,218	29,489	23,464	19,184	72,137
3 - Portland Road	15,311	13,508	11,872	40,691	16,091	13,650	12,269	42,010
4 - State Street	7,230	6,830	6,001	20,061	16,378	13,676	12,144	42,198
5 - Center Street	25,457	23,096	20,545	69,098	25,913	21,896	19,802	67,611
6 - Fairview Industrial	6,040	5,758	5,021	16,819	4,801	3,895	3,771	12,467
7 - Mission Street	6,357	5,678	4,982	17,017	5,052	4,363	4,158	13,573
8 - 12th / Liberty	10,238	9,008	7,776	27,022	10,193	8,243	7,798	26,234
9 - Cherry / River Road	10,165	8,815	7,790	26,770	10,561	8,987	8,637	28,185
11 - Lancaster / Verda	46,880	41,390	35,174	123,444	49,597	41,566	35,572	126,735
12 - Hayesville Drive	2,011	1,905	1,496	5,412	1,912	1,702	1,465	5,079
13 - Silverton Road	10,399	9,116	7,779	27,294	11,608	9,540	8,526	29,674
14 - Windsor Island Road	2,037	1,882	1,516	5,435	2,320	1,865	1,614	5,799
16 - Wallace Road	2,930	2,875	2,595	8,400	3,335	2,887	2,693	8,915
17 - Edgewater Street	14,301	13,199	12,126	39,626	14,111	11,585	11,182	36,878
18 - 12th / Liberty	9,235	7,909	7,185	24,329	10,164	8,356	7,442	25,962
19 - Broadway / River Road	30,937	28,383	25,766	85,086	32,211	27,272	25,580	85,063
21 - South Commercial	30,963	28,479	25,210	84,652	31,058	26,193	24,923	82,174
22 - Library Loop	1,033	940	863	2,836	1,605	1,246	915	3,766
23 - Lansing / Hawthorne	3,130	2,864	2,483	8,477	3,337	2,677	2,433	8,447
24 - State / Lancaster	7,070	6,466	6,021	19,557	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	883	718	620	2,221
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	830	621	528	1,979
<i>Total</i>	<i>270,597</i>	<i>243,936</i>	<i>213,711</i>	<i>728,244</i>	<i>281,449</i>	<i>234,402</i>	<i>211,256</i>	<i>727,107</i>
LOCAL ON-DEMAND								
West Salem Connector	1,264	1,096	860	3,220	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES								
91 - Garten Foundation	205	188	203	596	205	139	141	485
92 - Rockwest	365	305	280	950	347	265	244	856
<i>Total</i>	<i>570</i>	<i>493</i>	<i>483</i>	<i>1,546</i>	<i>552</i>	<i>404</i>	<i>385</i>	<i>1,341</i>
<i>Cherriots Local Total</i>	<i>272,431</i>	<i>245,525</i>	<i>215,054</i>	<i>733,010</i>	<i>282,001</i>	<i>234,806</i>	<i>211,641</i>	<i>728,448</i>
REGIONAL EXPRESS ROUTES								
1X - Wilsonville / Salem Express	2,861	2,654	2,214	7,729	3,493	2,735	2,466	8,694
2X - Grand Ronde / Salem Express	1,364	1,341	1,332	4,037	0	0	0	N/A
10X - Woodburn / Salem Express	1,494	1,087	1,145	3,726	1,498	1,278	1,073	3,849
20X - N. Marion Co. / Salem Express	888	642	561	2,091	1,008	862	757	2,627
30X - Santiam / Salem Express	1,220	999	1,093	3,312	1,511	1,254	1,131	3,896
40X - Polk County / Salem Express	3,514	2,614	2,558	8,686	4,386	3,528	2,856	10,770
50X - Dallas / Salem Express	674	369	370	1,413	478	387	355	1,220
<i>Total</i>	<i>12,015</i>	<i>9,706</i>	<i>9,273</i>	<i>30,994</i>	<i>12,374</i>	<i>10,044</i>	<i>8,638</i>	<i>31,056</i>
REGIONAL FLEX ROUTE								
Polk County Flex	1,025	839	959	2,823	571	499	538	1,608
<i>Cherriots Regional Total</i>	<i>13,040</i>	<i>10,545</i>	<i>10,232</i>	<i>33,817</i>	<i>12,945</i>	<i>10,543</i>	<i>9,176</i>	<i>32,664</i>
SHOP AND RIDE								
Dial-a-Ride	395	395	409	1,199	587	497	446	1,530
Shopper Shuttle	380	400	418	1,198	423	352	346	1,121
<i>Cherriots Shop and Ride Total</i>	<i>775</i>	<i>795</i>	<i>827</i>	<i>2,397</i>	<i>1,010</i>	<i>849</i>	<i>792</i>	<i>2,651</i>
LIFT								
ADA	5,676	5,045	4,759	15,480	5,984	5,160	4,545	15,689
DD53	6,611	5,861	5,651	18,123	7,249	5,913	5,724	18,886
<i>Cherriots LIFT Total</i>	<i>12,287</i>	<i>10,906</i>	<i>10,410</i>	<i>33,603</i>	<i>13,233</i>	<i>11,073</i>	<i>10,269</i>	<i>34,575</i>

Table 6. Average Boardings / Day

Route	FY18 Q2				FY19 Q2				Percent Change
	Oct 2017	Nov 2017	Dec 2017	Total	Oct 2018	Nov 2018	Dec 2018	Total	
(Service Days)	22	21	20	63	23	20	20	63	
LOCAL BUS SERVICE									
2 - Market / Brown	1,312.4	1,230.2	1,075.5	1,209.8	1,282.1	1,173.2	959.2	1,145.0	-5.4%
3 - Portland Road	696.0	643.2	593.6	645.9	699.6	682.5	613.5	666.8	3.2%
4 - State Street	328.6	325.2	300.1	318.4	712.1	683.8	607.2	669.8	110.3%
5 - Center Street	1,157.1	1,099.8	1,027.3	1,096.8	1,126.7	1,094.8	990.1	1,073.2	-2.2%
6 - Fairview Industrial	274.5	274.2	251.1	267.0	208.7	194.8	188.6	197.9	-25.9%
7 - Mission Street	289.0	270.4	249.1	270.1	219.7	218.2	207.9	215.4	-20.2%
8 - 12th / Liberty	465.4	429.0	388.8	428.9	443.2	412.2	389.9	416.4	-2.9%
9 - Cherry / River Road	462.0	419.8	389.5	424.9	459.2	449.4	431.9	447.4	5.3%
11 - Lancaster / Verda	2,130.9	1,971.0	1,758.7	1,959.4	2,156.4	2,078.3	1,778.6	2,011.7	2.7%
12 - Hayesville Drive	91.4	90.7	74.8	85.9	83.1	85.1	73.3	80.6	-6.2%
13 - Silverton Road	472.7	434.1	389.0	433.2	504.7	477.0	426.3	471.0	8.7%
14 - Windsor Island Road	92.6	89.6	75.8	86.3	100.9	93.3	80.7	92.0	6.7%
16 - Wallace Road	133.2	136.9	129.8	133.3	145.0	144.4	134.7	141.5	6.1%
17 - Edgewater Street	650.0	628.5	606.3	629.0	613.5	579.3	559.1	585.4	-6.9%
18 - 12th / Liberty	419.8	376.6	359.3	386.2	441.9	417.8	372.1	412.1	6.7%
19 - Broadway / River Road	1,406.2	1,351.6	1,288.3	1,350.6	1,400.5	1,363.6	1,279.0	1,350.2	0.0%
21 - South Commercial	1,407.4	1,356.1	1,260.5	1,343.7	1,350.3	1,309.7	1,246.2	1,304.3	-2.9%
22 - Library Loop	47.0	44.8	43.2	45.0	69.8	62.3	45.8	59.8	32.8%
23 - Lansing / Hawthorne	142.3	136.4	124.2	134.6	145.1	133.9	121.7	134.1	-0.4%
24 - State / Lancaster	321.4	307.9	301.1	310.4	N/A	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	38.4	35.9	31.0	35.3	N/A
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	36.1	31.1	26.4	31.4	N/A
<i>Total</i>	12,299.9	11,616.0	10,685.6	11,559.4	12,236.9	11,720.1	10,562.8	11,541.4	-0.2%
LOCAL ON-DEMAND									
West Salem Connector	57.5	52.2	43.0	51.1	N/A	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES									
91 - Garten Foundation	9.3	9.0	10.2	9.5	8.9	7.0	7.1	7.7	-18.6%
92 - Rockwest	16.6	14.5	14.0	15.1	15.1	13.3	12.2	13.6	-9.9%
<i>Total</i>	25.9	23.5	24.2	24.5	24.0	20.2	19.3	21.3	-13.3%
<i>Cherriots Local Total</i>	12,383.2	11,691.7	10,752.7	11,635.1	12,260.9	11,740.3	10,582.1	11,562.7	-0.6%
REGIONAL EXPRESS ROUTES									
1X - Wilsonville / Salem Express	130.0	126.4	110.7	122.7	151.9	136.8	123.3	138.0	12.5%
2X - Grand Ronde / Salem Express	62.0	63.9	66.6	64.1	N/A	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	67.9	51.8	57.3	59.1	65.1	63.9	53.7	61.1	3.3%
20X - N. Marion Co. / Salem Express	40.4	30.6	28.1	33.2	43.8	43.1	37.9	41.7	25.6%
30X - Santiam / Salem Express	55.5	47.6	54.7	52.6	65.7	62.7	56.6	61.8	17.6%
40X - Polk County / Salem Express	159.7	124.5	127.9	137.9	190.7	176.4	142.8	171.0	24.0%
50X - Dallas / Salem Express	30.6	17.6	18.5	22.4	20.8	19.4	17.8	19.4	-13.7%
<i>Total</i>	546.1	462.2	463.7	492.0	538.0	502.2	431.9	493.0	0.2%
REGIONAL FLEX ROUTE									
Polk County Flex	46.6	40.0	48.0	44.8	24.8	25.0	26.9	25.5	-43.0%
<i>Cherriots Regional Total</i>	592.7	502.1	511.6	536.8	562.8	527.2	458.8	518.5	-3.4%
SHOP AND RIDE									
Dial-a-Ride	18.0	18.8	20.5	19.0	25.5	24.9	22.3	24.3	27.6%
Shopper Shuttle	17.3	19.0	20.9	19.0	18.4	17.6	17.3	17.8	-6.4%
<i>Cherriots Shop and Ride Total</i>	35.2	37.9	41.4	38.0	43.9	42.5	39.6	42.1	10.6%
LIFT									
ADA	258.0	240.2	238.0	245.7	260.2	258.0	227.3	249.0	1.4%
DD53	300.5	279.1	282.6	287.7	315.2	295.7	286.2	299.8	4.2%
<i>Cherriots LIFT Total</i>	558.5	519.3	520.5	533.4	575.3	553.7	513.5	548.8	2.9%

Table 7. Average Boardings / Revenue Hour

Route	FY18 Q2				FY19 Q2				Percent Change
	Oct 2017	Nov 2017	Dec 2017	Total	Oct 2018	Nov 2018	Dec 2018	Total	
(Service Days)	22	21	20	63	23	20	20	63	
LOCAL BUS SERVICE									
2 - Market / Brown	24.3	22.7	19.9	22.4	23.7	21.7	17.7	21.2	-5.3%
3 - Portland Road	23.2	21.5	19.8	21.5	23.3	22.8	20.4	22.2	3.2%
4 - State Street	21.5	21.3	19.6	20.8	22.9	22.0	19.6	21.6	3.7%
5 - Center Street	20.4	19.4	18.1	19.3	19.9	19.3	17.5	18.9	-2.1%
6 - Fairview Industrial	12.1	12.1	11.0	11.8	9.3	8.6	8.3	8.8	-25.5%
7 - Mission Street	18.7	17.5	16.1	17.5	11.4	11.4	10.8	11.2	-35.8%
8 - 12th / Liberty	20.3	27.7	25.2	18.7	19.3	18.0	17.0	18.2	-2.9%
9 - Cherry / River Road	15.0	13.7	12.7	13.8	15.0	14.6	14.0	14.6	5.3%
11 - Lancaster / Verda	23.8	22.1	19.7	21.9	21.2	20.4	17.4	19.7	-9.9%
12 - Hayesville Drive	6.2	6.1	5.1	5.8	5.6	5.8	4.9	5.4	-6.2%
13 - Silverton Road	24.5	22.5	20.1	22.4	26.1	24.7	22.1	24.4	9.0%
14 - Windsor Island Road	6.0	5.8	4.9	5.6	6.6	6.1	5.2	6.0	6.5%
16 - Wallace Road	14.2	14.6	13.8	14.2	14.4	14.4	13.4	14.1	-1.1%
17 - Edgewater Street	13.3	12.8	12.4	12.8	12.3	11.6	11.2	11.8	-8.4%
18 - 12th / Liberty	18.1	16.3	15.6	16.7	19.1	18.0	16.1	17.8	6.7%
19 - Broadway / River Road	24.2	23.3	22.2	23.3	24.2	23.5	22.1	23.3	0.1%
21 - South Commercial	25.6	24.6	22.9	24.4	24.5	23.7	22.6	23.7	-3.0%
22 - Library Loop	4.3	4.1	4.0	4.1	6.4	5.7	4.2	5.5	32.8%
23 - Lansing / Hawthorne	9.5	9.2	8.3	9.0	9.8	9.0	8.2	9.0	-0.2%
24 - State / Lancaster	21.0	20.1	19.7	20.3	N/A	N/A	N/A	N/A	N/A
26 - Glen Creek / Orchard Heights	N/A	N/A	N/A	N/A	4.9	4.6	4.0	4.5	N/A
27 - Glen Creek / Eola	N/A	N/A	N/A	N/A	4.3	3.7	3.2	3.8	N/A
<i>Total</i>	19.8	18.7	17.2	18.6	18.6	17.8	16.1	17.6	-5.3%
LOCAL ON-DEMAND									
West Salem Connector	3.8	3.5	2.9	3.4	N/A	N/A	N/A	N/A	N/A
QUALIFIED HUMAN SERVICE ORGANIZATION ROUTES									
91 - Garten Foundation	9.3	9.0	10.2	9.5	8.9	7.0	7.1	7.7	-18.6%
92 - Rockwest	28.1	23.5	23.3	25.0	24.8	22.1	20.3	22.5	-9.9%
<i>Total</i>	16.3	14.5	15.1	15.3	14.9	12.6	12.0	13.3	-13.3%
<i>Cherriots Local Total</i>	19.4	18.3	16.8	18.2	18.6	17.8	16.1	17.6	-3.5%
REGIONAL EXPRESS ROUTES									
1X - Wilsonville / Salem Express	13.2	12.8	11.2	12.4	15.4	13.9	12.5	14.0	12.5%
2X - Grand Ronde / Salem Express	4.1	4.2	4.4	4.2	N/A	N/A	N/A	N/A	N/A
10X - Woodburn / Salem Express	5.6	4.2	4.5	4.8	4.8	4.7	4.0	4.5	-4.5%
20X - N. Marion Co. / Salem Express	3.4	2.6	2.3	2.8	3.2	3.1	2.7	3.0	9.5%
30X - Santiam / Salem Express	4.9	3.9	4.5	4.4	5.3	5.0	4.6	5.0	12.1%
40X - Polk County / Salem Express	12.2	8.8	8.8	9.9	13.4	12.4	10.1	12.0	21.5%
50X - Dallas / Salem Express	12.3	6.4	6.7	8.4	7.7	7.2	6.6	7.2	-14.7%
<i>Total</i>	7.2	5.9	5.8	6.3	8.1	7.6	6.5	7.4	17.5%
REGIONAL FLEX ROUTE									
Polk County Flex	3.9	3.3	3.9	3.7	1.7	1.6	1.7	1.7	-55.2%
<i>Cherriots Regional Total</i>	6.7	5.6	5.6	6.0	6.9	6.4	5.6	6.3	6.3%
SHOP AND RIDE									
Dial-a-Ride	1.5	1.5	1.6	1.5	1.7	1.7	1.5	1.6	8.2%
Shopper Shuttle	2.5	2.7	2.8	2.6	2.7	2.8	2.5	2.6	0.0%
<i>Cherriots Shop and Ride Total</i>	1.8	1.9	2.0	1.9	2.0	2.0	1.8	1.9	1.4%
LIFT									
ADA	2.4	2.3	2.3	2.3	2.3	2.2	2.2	2.3	-3.6%
DD53	2.2	2.1	2.1	2.1	2.1	2.1	2.0	2.1	-1.9%
<i>Cherriots LIFT Total</i>	2.3	2.2	2.2	2.2	2.2	2.2	2.1	2.2	-2.7%

Table 8. Year-To-Date Total Revenue Hours, Revenue Miles, and Boardings

	Revenue Hours		Percent Change	Revenue Miles		Percent Change	Boardings		Percent Change
	FY18	FY19		FY18	FY19		FY18	FY19	
LOCAL BUS SERVICE									
2 - Market / Brown	6,815	6,816	0.0%	86,197	86,188	0.0%	142,474	137,165	-3.7%
3 - Portland Road	3,778	3,780	0.1%	44,250	44,441	0.4%	81,901	81,552	-0.4%
4 - State Street	1,928	3,223	67.2%	19,008	31,868	67.7%	37,627	67,928	80.5%
5 - Center Street	7,146	7,149	0.0%	81,804	81,887	0.1%	139,355	133,559	-4.2%
6 - Fairview Industrial	2,818	2,845	1.0%	42,915	43,067	0.4%	34,517	27,297	-20.9%
7 - Mission Street	1,954	2,256	15.5%	25,819	25,681	-0.5%	34,410	28,530	-17.1%
8 - 12th / Liberty	2,893	2,886	-0.2%	38,830	38,824	0.0%	55,140	51,258	-7.0%
9 - Cherry / River Road	3,874	3,871	-0.1%	57,400	57,379	0.0%	54,061	55,466	2.6%
11 - Lancaster / Verda	11,295	12,468	10.4%	148,455	164,587	10.9%	242,316	244,869	1.1%
12 - Hayesville Drive	1,864	1,863	-0.1%	24,048	24,535	2.0%	10,479	9,771	-6.8%
13 - Silverton Road	2,661	2,432	-8.6%	36,742	35,752	-2.7%	55,178	58,888	6.7%
14 - Windsor Island Road	1,936	1,938	0.1%	28,558	28,558	0.0%	11,337	11,752	3.7%
16 - Wallace Road	1,228	1,268	3.3%	14,225	17,119	20.3%	16,304	17,999	10.4%
17 - Edgewater Street	6,157	6,266	1.8%	57,056	57,284	0.4%	77,392	75,977	-1.8%
18 - 12th / Liberty	2,905	2,914	0.3%	39,508	39,486	-0.1%	48,222	49,849	3.4%
19 - Broadway / River Road	7,319	7,309	-0.1%	88,382	88,384	0.0%	168,595	168,100	-0.3%
21 - South Commercial	6,940	6,944	0.1%	85,952	87,344	1.6%	169,336	162,197	-4.2%
22 - Library Loop	1,164	1,369	17.6%	7,605	7,812	2.7%	6,131	7,546	23.1%
23 - Lansing / Hawthorne	1,878	1,877	-0.1%	24,312	24,293	-0.1%	17,119	16,838	-1.6%
24 - State / Lancaster	1,923	672	-65.1%	22,376	7,813	-65.1%	37,441	13,792	-63.2%
26 - Glen Creek / Orchard Heights	N/A	985	N/A	N/A	9,667	N/A	N/A	4,257	N/A
27 - Glen Creek / Eola	N/A	1,053	N/A	N/A	14,340	N/A	N/A	4,679	N/A
<i>Total</i>	<i>79,362</i>	<i>82,184</i>	<i>3.6%</i>	<i>982,594</i>	<i>1,016,309</i>	<i>3.4%</i>	<i>1,442,556</i>	<i>1,429,269</i>	<i>-0.9%</i>
LOCAL ON-DEMAND									
West Salem Connector	1,890	N/A	N/A	17,113	N/A	N/A	5,931	N/A	N/A
QUALIFIED HUMAN SERVICES ROUTES									
91 - Garten Foundation	113	126	5.5%	732	735	0.4%	1,361	867	-36.3%
92 - Rockwest	73	77		1,210	1,211	0.1%	2,061	1,917	-7.0%
<i>Total</i>	<i>186</i>	<i>203</i>	<i>9.1%</i>	<i>1,942</i>	<i>1,946</i>	<i>0.2%</i>	<i>3,422</i>	<i>2,784</i>	<i>-18.6%</i>
<i>Cherriots Local Y-T-D Total</i>	<i>81,438</i>	<i>82,387</i>	<i>1.2%</i>	<i>1,001,649</i>	<i>1,018,255</i>	<i>1.7%</i>	<i>1,451,909</i>	<i>1,432,053</i>	<i>-1.4%</i>
REGIONAL EXPRESS ROUTES									
1X - Wilsonville / Salem Express	1,241	1,242	0.1%	40,308	40,276	-0.1%	16,131	17,560	8.9%
2X - Grand Ronde / Salem Express	1,912	N/A	N/A	66,055	N/A	N/A	8,274	N/A	N/A
10X - Woodburn / Salem Express	1,552	1,715	10.5%	31,062	32,352	4.2%	7,087	7,310	3.1%
20X - N. Marion Co. / Salem Express	1,519	1,722	13.4%	36,079	37,768	4.7%	4,124	4,605	11.7%
30X - Santiam / Salem Express	1,461	1,568	7.3%	31,076	31,929	2.7%	6,543	7,662	17.1%
40X - Polk County / Salem Express	1,785	1,798	0.7%	36,234	37,356	3.1%	16,840	20,169	19.8%
50X - Dallas / Salem Express	348	341	-2.0%	8,742	8,523	-2.5%	2,857	2,580	-9.7%
<i>Total</i>	<i>9,818</i>	<i>8,386</i>	<i>-14.6%</i>	<i>249,556</i>	<i>188,204</i>	<i>-24.6%</i>	<i>61,856</i>	<i>59,886</i>	<i>-3.2%</i>
REGIONAL FLEX ROUTE									
Polk County Flex	1,538	1,709	11.1%	21,435	18,108	-15.5%	5,753	3,689	-35.9%
<i>Cherriots Regional Y-T-D Total</i>	<i>11,356</i>	<i>10,095</i>	<i>-11.1%</i>	<i>270,991</i>	<i>206,312</i>	<i>-23.9%</i>	<i>67,609</i>	<i>63,575</i>	<i>-6.0%</i>
SHOP AND RIDE									
Dial-a-Ride	1,532	2,014	31.5%	18,248	23,061	26.4%	2,388	3,263	36.6%
Shopper Shuttle	857	910	6.2%	6,884	8,983	30.5%	2,276	2,335	2.6%
<i>Cherriots Shop and Ride Y-T-D Total</i>	<i>2,389</i>	<i>2,924</i>	<i>22.4%</i>	<i>25,132</i>	<i>32,044</i>	<i>27.5%</i>	<i>4,664</i>	<i>5,598</i>	<i>20.0%</i>
LIFT									
ADA	13,456	13,864	3.0%	167,612	186,915	11.5%	31,467	31,147	-1.0%
DD53	17,516	18,423	5.2%	227,002	248,864	9.6%	36,973	37,888	2.5%
<i>Cherriots LIFT Y-T-D Total</i>	<i>30,972</i>	<i>32,287</i>	<i>4.2%</i>	<i>394,614</i>	<i>435,779</i>	<i>10.4%</i>	<i>33,743</i>	<i>33,482</i>	<i>-0.8%</i>



To: Board of Directors

From: Al McCoy, Director of Finance/CFO

Thru: Allan Pollock, General Manager

Date: February 28, 2019

Subject: FY2019 Second Quarter Finance Report

ISSUE

Shall the Board receive the Second Quarter Finance Report for FY2018-19?

BACKGROUND AND FINDINGS

The Board adopts a Budget for the District on an annual basis. The Budget is a plan that contains District resources and requirements.

The quarterly Finance Report provides information about how that plan is being implemented and includes statements for the General Fund, Special Transportation Fund, and Capital Project Fund. The Finance Report also contains a statement of budget to actual on a non-GAAP basis that shows by fund the legal appropriations by category with actual amounts and variances.

In the *General Fund*, *Passenger Fares* are at 43% of total budget, under the 50% level that would be anticipated to be received. The District has received 100% of the projected *Property Taxes* by the end of the second quarter of the year. This is to be expected as most of the property taxes are received in November when tax payers take advantage of the discount offered to those who pay the tax at the first due date. Oregon State In-Lieu payments are 19% of total budget because only the first quarter's payment had been received by end of December. On a positive note, *Advertising* continues to perform above the budgeted level, at 83% of the annual budget.

The *Total Operating Expenditures* of the General Fund are slightly under budget at 48% of total annual budget. All divisions are at or below budget in their spending, ranging from 43% to 50% of the annual budget.

In the *Transportation Programs Fund*, total fund expenditures are at 52% of total annual budget. Two *Operations* programs, *Cherriots Lift* and *Cherriots Shop & Ride*, have expended more than half the annual budget at 54% and 62%, respectively. *Cherriots Lift Operations* is over budget due to an increased allocation of costs from the Call Center, which was not budgeted. *Cherriots Shop & Ride Operations* is over budget because contracted transportation costs have exceeded budget each month.

Conversely, in Transportation Development, Special Transportation Coordination has only expended 26% of its annual budget, due to the timing lag in reimbursing our sub-recipients for their second quarter's program costs.

Revenues in the *Capital Project Fund* are 17% of annual budget because they lag expenditures until the District is reimbursed by the granting federal or state agency. In total, *Capital Project Fund* expenditures are 23% of the annual approved budget. The Keizer Transit Center Signalization project and several smaller projects have begun to incur costs in the next quarter of the year; however, there are other projects that have been delayed until next fiscal year. Some amount of underspending is projected for the Capital Project Fund at fiscal year-end.

FINANCIAL IMPACT

None. For informational purposes.

RECOMMENDATION

Staff recommends that the Board receive and file this Second Quarter Financial Report for FY2018-19.

PROPOSED MOTION

None.

Salem Area Mass Transit District
 Fiscal Year 2018-19 Second Quarter Financial Report

General Fund Revenues/Resources and
 Expenses/Requirements Resolution

Summary	Actual	50% of Adopted Budget	FY2018-19 Adopted Budget	% of Budget
1 Operating Revenues/Resources				
2 Passenger Fares	\$ 1,060,466	\$ 1,221,250	\$ 2,442,500	43%
3 Planning 5303 Grant	27,942	56,881	113,761	25%
4 Federal 5307	-	2,334,500	4,669,000	0%
5 Advertising	66,850	40,500	81,000	83%
6 Miscellaneous	70,091	80,473	160,946	44%
7 Property Taxes	12,036,857	6,016,897	12,033,794	100%
8 Oregon State In-Lieu	1,185,217	3,050,000	6,100,000	19%
9 Interest on Investments	91,903	145,000	290,000	32%
11 Energy Tax Credit	-	112,500	225,000	0%
12 Operating Revenues/Resources Total	\$ 14,539,326	\$ 13,058,001	\$ 26,116,001	56%
13 Operating Expenses/Requirements				
14 General Manager/Board of Directors	\$ 272,662	\$ 305,078	\$ 610,156	45%
15 Administration	384,348	451,919	903,837	43%
16 Finance	529,791	586,899	1,173,798	45%
17 Communication	735,707	835,134	1,670,267	44%
18 Transportation Development	986,904	1,143,595	2,287,189	43%
19 Operations	9,142,301	9,105,456	18,210,911	50%
20 Unallocated General Administration	539,053	557,727	1,115,454	48%
21 Operating Expenses/Requirements Total	\$ 12,590,766	\$ 12,985,808	\$ 25,971,612	48%

Salem Area Mass Transit District
 Fiscal Year 2018-19 Second Quarter Financial Report

General Fund Department		50% of Adopted	FY2018-19	% of	
Expenses/Requirements Summary		Actual	Budget	Adopted Budget	Budget
1	General Manager/Board of Directors				
2	General Manager	\$ 267,091	\$ 282,828	\$ 565,656	47%
3	Board of Directors	5,571	22,250	44,500	13%
4	Total	272,662	305,078	610,156	45%
5	Administration				
6	Human Resources	293,720	331,684	663,367	44%
7	Human Resources Safety	90,628	120,235	240,470	38%
8	Total	384,348	451,919	903,837	43%
9	Finance				
10	Finance	422,289	484,638	969,276	44%
11	Procurement	107,502	102,261	204,521	53% ①
12	Total	529,791	586,899	1,173,798	45%
13	Communication				
14	Marketing and Communications	427,619	510,280	1,020,560	42%
15	Customer Service	286,832	303,706	607,412	47%
16	Travel Trainer	21,256	21,148	42,295	50%
17	Total	735,707	835,134	1,670,267	44%
18	Transportation Development				
19	Transportation Development Administration	336,334	453,709	907,417	37%
20	Information Technology	564,508	564,886	1,129,772	50%
21	Vanpool Lease	86,062	125,000	250,000	34%
22	Total	986,904	1,143,595	2,287,189	43%
23	Operations				
24	Operations Administration	326,900	352,179	704,358	46%
25	Vehicle Maintenance	2,225,784	2,227,430	4,454,860	50%
26	Facility Maintenance	482,760	505,784	1,011,568	48%
27	Security	244,945	317,199	634,397	39%
28	Cherriots Fixed Route Service	5,861,912	5,702,864	11,405,728	51%
29	Total	9,142,301	9,105,456	18,210,911	50%
30	Unallocated General Administration	539,053	557,727	1,115,454	48%
31	Operating Expenses/Requirements Total	\$ 12,590,766	\$ 12,985,808	\$ 25,971,612	48%

Notes:

① Increased Personnel Service costs and Uniform expenses

Salem Area Mass Transit District
 Fiscal Year 2018-19 Second Quarter Financial Report

Transportation Programs Fund

Revenues/Resources and Expenses/Requirements

Resolution Summary		Actual	YTD of Adopted Budget	FY2018-19 Adopted Budget	% of Budget
Transportation Fund Revenues/Resources					
1	Passenger Fares	\$ 207,634	\$ 137,215	\$ 274,430	76%
2	Federal Funds	384,118	1,687,148	3,374,295	11%
3	State Funds	370,950	372,475	744,949	50%
4	Rideshare Grant	62,351	118,104	236,208	26%
5	TDM Grant	50,605	106,419	212,838	24%
6	DD53 Revenues	807,665	1,207,861	2,415,721	33%
7	STF Pass Through Funds	122,000	122,000	244,000	50%
8	Transportation Fund Revenues/Resources Total	\$ 2,005,323	\$ 3,751,222	\$ 7,502,441	27%
Transportation Fund Expenses/Requirements					
9	Operations	\$ 4,007,112	\$ 3,753,588	\$ 7,507,175	53%
10	Transportation Development	265,858	349,517	699,034	38%
11	Transportation Fund Expenses/Requirements Total	\$ 4,272,970	\$ 4,103,105	\$ 8,206,209	52%

Salem Area Mass Transit District
 Fiscal Year 2018-19 Second Quarter Financial Report

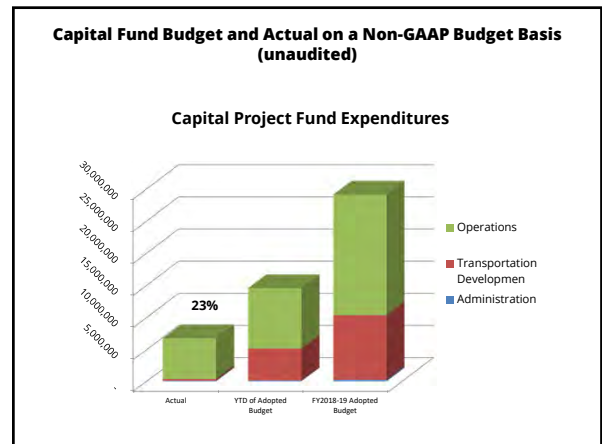
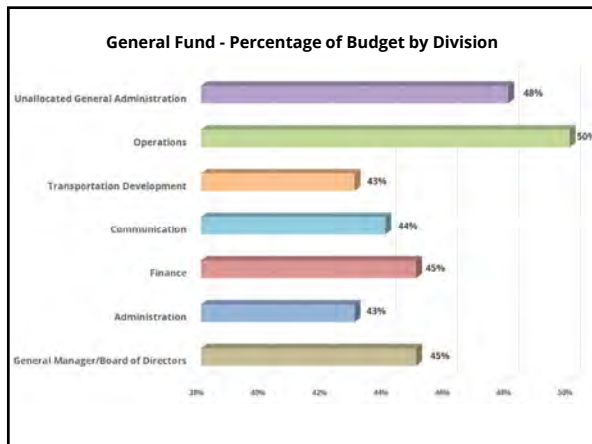
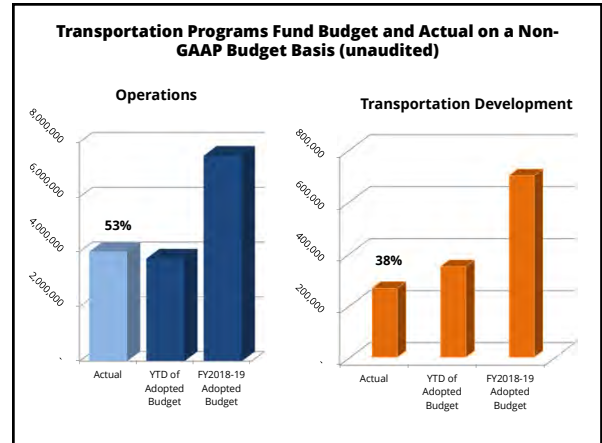
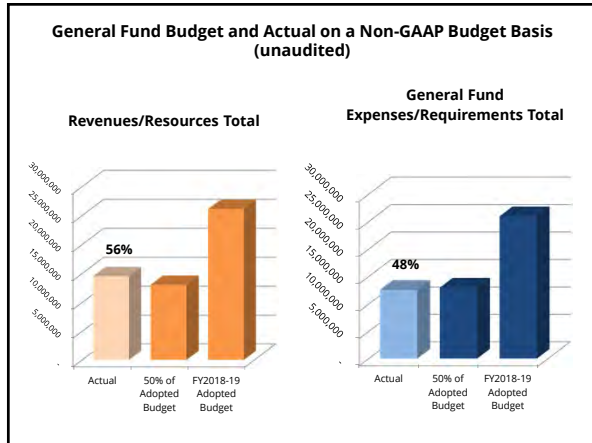
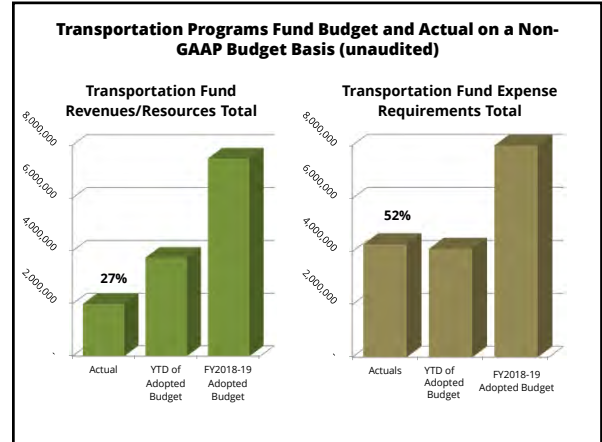
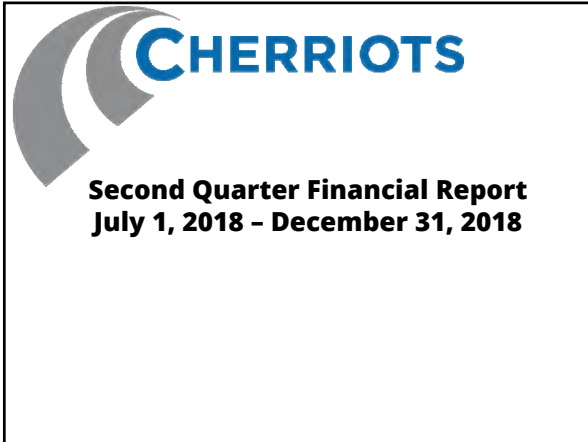
Transportation Programs Fund Program		YTD of Adopted	FY2018-19	% of	
Expenses/Requirements Summary		Actual	Budget	Adopted Budget	Budget
1	Operations				
2	CherriotsLift	\$ 2,970,396	\$ 2,746,298	\$ 5,492,596	54% ②
3	Cherriots Shop & Ride	258,823	208,585	417,170	62% ②
4	Cherriots Regional	674,704	682,611	1,365,221	49%
5	Cherriots Call Center	-	3,322	6,643	0%
6	Mobility Management	103,189	112,773	225,545	46%
7	Operations Total	\$ 4,007,112	\$ 3,753,589	\$ 7,507,175	53%
8	Transportation Development				
9	Special Transportation Coordination	\$ 64,675	\$ 123,000	\$ 246,000	26%
10	Trip Choice	201,183	229,839	453,034	44%
11	Transportation Development Total	265,858	352,839	699,034	38%
12	Transportation Programs Fund Total	\$ 4,272,970	\$ 4,219,201	\$ 8,206,209	52%

②

Due to increase in Contracted Transportation Costs and Call Center Allocation Costs

Salem Area Mass Transit District
Fiscal Year 2018-19 Second Quarter Financial Report

Revenues/Resources and Expenses/Requirements Resolution Summary		Actual	YTD of Adopted Budget	FY2018-19 Adopted Budget	% of Budget
1	Capital Revenues/Resources				
2	Net Working Capital	\$ -	\$ 1,986,141	\$ 3,972,282	0%
3	Federal STP Funds	-	\$ 2,948,282	5,896,564	41%
4	Federal FHWA CMAQ Funds	-	\$ 1,974,060	3,948,120	0%
5	Federal 5310 Funds Through State	-	\$ 96,035	192,069	0%
6	Federal Flex Funds	32,253	\$ -	-	
7	FTA 5339 Funds	2,610,093	\$ 3,405,100	6,810,199	38%
8	Federal 5307	-	\$ 2,974,782	5,949,564	0%
9	Federal STP Funds	2,376,989	\$ -	-	
10	Federal 5309 Funds	10,467	\$ 768,943	1,537,886	1%
11	Lottery Backed Bonds Grant	-	\$ -	-	
12	Connect Oregon Funds	-	\$ 498,000	996,000	0%
13	STF Pass Through Funds	-	\$ -	-	
14	State STF Funds	1,524	\$ 160,000	320,000	0%
15	Capital Revenues/Resources Total	\$ 5,031,326	\$ 14,811,343	\$ 29,622,684	17%
16	Capital Expenses/Requirements Total				
17	Administration	\$ 80,452	\$ 109,100	\$ 218,200	37%
18	Communications	4,639	\$ 10,000	20,000	23%
19	Transportation Developmen	280,208	\$ 5,067,033	10,134,065	3%
20	Operations	6,395,021	\$ 9,377,425	18,754,849	34%
21	Total Capital Projects Fund Requirements	\$ 6,760,320	\$ 14,563,558	\$ 29,127,114	23%





To: Board of Directors
From: Allan Pollock, General Manager
Date: February 28, 2019
Subject: Board Member Committee Report

ISSUE

Shall the Board report on their committee participation and meetings attended?

BACKGROUND AND FINDINGS

Board members are appointed to local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises. After these meetings, public hearings, or other activities attended by individual members on behalf of SAMTD, time will be scheduled for an oral report/update. The following activities have designated board member representation:

<u>Board/Committee</u>	<u>Director(s)</u>
Special Transportation Fund Advisory Committee (STFAC)	P: Director Jerry Thompson A: Director Colleen Busch
Mid-Willamette Area Commission on Transportation (MWACT)	P: Director Marcia Kelley A: Director Kathy Lincoln
Mid-Willamette Valley Council of Governments (MWVCOG)	P: President Robert Krebs A: Director Jerry Thompson
Salem-Keizer Area Transportation Study Policy Committee (SKATS)	P: Director Kathy Lincoln A: Director Colleen Busch
Oregon Metropolitan Planning Organization Consortium (OMPOC)	P: Director Kathy Lincoln A: Director Colleen Busch

FINANCIAL IMPACT

None

RECOMMENDATION

Receive and File

PROPOSED MOTION

None