



Salem Area Mass Transit District  
Board of Directors

~ **WORK SESSION** ~

July 10, 2017

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

**MINUTES**

<b>PRESENT:</b>	President Robert Krebs; Directors Jerry Thompson, Steve Evans, Marcia Kelley, Colleen Busch, and Doug Rodgers; <b>ABSENT:</b> Director Kathy Lincoln
<b>Board</b>	
<b>Staff</b>	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; Linda Galeazzi, Executive Assistant; Chris French, Senior Planner; Gregg Thompson, Maintenance Manager; Karen Garcia, Security and Emergency Management Manager
<b>Guests</b>	Dale Penn II, SAMTD Legislative State Affairs Team, CFM Strategic Solutions, and citizen, Bob Busch

**1. CALL TO ORDER 5:30 PM**

President Bob Krebs called the work session to order and welcomed newly elected Board member, Doug Rodgers who will represent Subdistrict #4.

**2. OATH OF OFFICE**

**Staff Report:** Page 1-2 of the agenda

Director Colleen Busch was re-elected to the Board at the May 16<sup>th</sup> District Election, and was sworn in to office by the Executive Assistant and Notary, Linda Galeazzi. Director Busch represents Subdistrict #2.

**3. DISCUSSION**

**a. Legislative Update – Passage of HB 2017 5:35 PM**

**Staff report:** Pages 27-60 of the agenda

<https://olis.leg.state.or.us/liz/2017R1/Measures/Overview/HB2017>

**Presenter:** Dale Penn II, SAMTD Legislative State Affairs Team

Mr. Penn advised the Board of the major components of the historic House Bill 2017 from a draft *Staff Measure Summary* for the Joint Committee on Transportation Preservation and Modernization. The Bill will provide statewide funding for public transportation service, and had broad legislative support. It establishes a payroll tax of one-tenth of one percent on wages paid to employees. Ninety percent of the proceeds will be distributed to transit providers; five percent will support a competitive grant program; four percent will be used for intercity transit; and one percent will be used for a technical center for smaller agencies. Accountability metrics will be required and transit agencies will have to continually show service value. The Bill is awaiting Governor Brown's signature and will go into effect on the 91<sup>st</sup> day following adjournment sine die. The revenue impact to the District is estimated at \$85.762 million over nine years.

**Follow-up:** Staff will follow up on questions asked by Board members and will provide them with talking points about what lies ahead for the District. Thank you letters will be sent to the legislators who worked on and strongly supported the Bill – Senate President Peter Courtney, Senators Brian Boquist and Jackie Winters, and Representatives Brian Clem, Rick Lewis, and Rich Vial. The Board will receive a full legislative report at the August 24<sup>th</sup> Board meeting.

## **b. Review of Core Network Policy**

**6:12 PM**

**Staff report:** Pages 3-12 of the agenda; Pages 8-11 Comprehensive plan designations for Salem and Keizer; Pages 3-4, 7 Attachment E: Proposed corridors in the Core Network; Pages 5-6 Attachment F: Core Network Policy #118

**Presenter:** Chris French, Senior Planner, Transportation Development Division  
A policy to establish a core network of service was proposed to the Board for their consideration. A core network of service would provide service to areas in Salem and Keizer that have been consistently, heavily used. Core areas were determined through current and historic ridership data and with comprehensive plan maps. The following streets were proposed for the Core Network –

- High St NE, Broadway St NE and River Rd N (*from Union St NE to Lockhaven Dr NE*)
- Lockhaven Dr NE (*from River Rd N to Chemawa Rd NE*)
- Summer St NE, Capitol St NE, Fairgrounds Rd NE, and Portland Rd NE (*from Union St NE to Hayesville Dr NE*)
- Lancaster Dr NE (*from Hayesville Dr NE to Rickey St SE*)
- Market St NE (*from Capitol St NE to Lancaster Dr NE*)
- Center St NE (*from 13th St NE to Lancaster Dr NE*)
- State St (*from 13th St NE to Lancaster Dr NE*)
- Commercial St SE (*from Trade St SE to Kuebler Blvd SE*) Liberty St SE (*from Commercial St SE to Trade St SE*)

- Skyline Rd S and Liberty Rd S (*from Madrona Ave S to Kuebler Blvd*)
- Marion and Center Street Bridges (*from Wallace Rd NW to Commercial St NE*)
- Edgewater St NW (*from Eola Dr NW to Gerth St NW*)
- Salem's Downtown (*between Front St NE, Union St NE, 13th St NE, and Trade St SE*)

Service in these areas would be maintained and prioritized whether service be reduced or expanded. In the coming months, the District will develop a strategy to communicate the core network to riders, residents, developers, and local governments, etc.

Board members provided their feedback after a review of the map showing the proposed core network.

Director Kelley shared her concern that Subdistrict #7 has very low transit service after the cuts made in 2009. Service is needed along Madrona and Kuebler and between Skyline and Liberty Streets. Land use in that area is very complimentary to transit for senior citizens.

Director Thompson said it was important that ridership in the areas suggested be evaluated.

Mr. French said Planning staff evaluated areas where there was already robust service. The City of Salem indicated to staff that they were willing to work with the District to get appropriate codes when working with developers.

### **c. Transit Asset Management**

**6:34 PM**

**Staff report:** Pages 13-24 of the agenda

**Presenter:** David Trimble, Chief Operating Officer

The Board received a presentation on Transit Asset Management (TAM) that is required by the Federal Transit Administration. TAM is a business model that uses the condition of assets to guide optimal prioritization of funding at transit properties to keep transit networks in a *State Of Good Repair* (SGR). Mr. Trimble explained the responsibilities and benefits for TAM development, and the TAM Plan timelines. He provided descriptions of the asset categories and classes and how they will be analyzed, the definition of a State of Good Repair condition, a Useful Life Benchmark and the ratings for the Transit Economic Requirements Model (T.E.R.M.).

Cherriots is considered a Tier II agency. Current assets include 129 revenue vehicles, 16 non-revenue vehicles, and four Cherriots-owned facilities. Board members reviewed a spreadsheet that provided the District's TAM targets and the TAM Plan timelines that began January 1, 2017. Transit agencies must set targets for SGR and develop a plan to be shared with local MPOs by October 1, 2018. Performance targets will be reported to

the National Transit Database annually beginning in 2018. The Plan will be reviewed for progress by the FTA every three years.

#### **d. Officer Elections**

**6:50 PM**

**Staff report:** Pages 25-26 of the agenda

**Presenter:** Allan Pollock, General Manager  
President Krebs, Board of Directors

Newly-elected and re-elected Board members, Doug Rodgers and Robert Krebs, will be sworn in at the July 27<sup>th</sup> Board meeting. Board members were advised that there will also be the Election of Officers. President Krebs and Directors Evans, Kelley and Busch expressed an interest in serving as an officer for the next two years.

Director Evans recommended that the committee responsibilities be spread around. He felt they needed a community outreach person.

Mr. Pollock recommended that they have that discussion at the August work session.

Director Busch said that she will not be at the August work session.

Director Rodgers advised that his work schedule is 7:30 a.m. to 4:00 p.m. He will work around his schedule to help out in any way.

#### **4. GENERAL MANAGER COMMENTS**

**6:55 PM**

**Staff report:** Pages 61-66 of the agenda

**Presenter:** Allan Pollock, General Manager

Board members reviewed the draft agenda for the July 27<sup>th</sup> board meeting, and the Board's calendar, and future items that will be brought before the Board for their consideration and action.

Mr. Pollock announced that he received news today that he was appointed to the City of Salem's City Council Transit Committee.

Director Busch spoke about the ethics training being offered by the Special Districts Association of Oregon. Mr. Pollock responded that the District has planned for ethics training at the August work session.

#### **5. WORK SESSION ADJOURNED**

**7:05 PM**

Submitted and Recorded by: Linda Galeazzi, Executive Assistant/Clerk of the Board