



Salem Area Mass Transit District
BOARD OF DIRECTORS
VIRTUAL MEETING

June 24, 2021

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to adopt Resolution No. 2021-06 for the adoption of the Fiscal Year 2022 Budget, making the appropriations accordingly, and imposing and categorizing the taxes.	3
Moved to approve the Consent Calendar:	3-4
1. <u>Approval of Minutes</u>	
a. May 27, 2021 Board Work Session	
b. May 27, 2021 Board of Directors Meeting	
2. <u>Routine Business Items</u>	
a. Approval of Funds for 5310 FTA Section 5310 and 5310 CRRSAA Projects	
b. Approval of FY 2022 United Way Donation	
Moved to support a letter signed by President Davidson on behalf of the Board to the City of Salem’s Planning Commission requesting that the Commission take action to reduce parking minimums in the Unified Development Code (UDC) update being made in response to House Bill 2001 requirements.	4

Pursuant to Governor Brown’s Executive Order issued in response to the COVID-19 pandemic, this meeting was held virtually.

- Zoom ID: <https://cherriots-org.zoomgov.com/j/1605194427?pwd=enJXS3ZlV1BUM3QvWEU3bnplbHYzZz09>
- Cherriots Facebook Live: <https://www.facebook.com/cherriots>
- YouTube via <https://www.capitalcommunitymedia.org/all>
- Comcast Channel 21

SAMTD Board of Directors meetings are video recorded and are available for viewing on YouTube through the Capital Community Media website at <https://www.capitalcommunitymedia.org/all>



Salem Area Mass Transit District
BOARD OF DIRECTORS *VIRTUAL MEETING*

June 24, 2021

MINUTES

PRESENT:

- Board President Ian Davidson; Directors Charles Richards, Chi Nguyen, Colleen Busch, Sadie Carney, Maria Hinojos Pressey, and Robert Krebs
- Staff Allan Pollock, General Manager; David Trimble, Deputy General Manager; Tom Dietz, Director of Operations; Paula Dixon, Director of Human Resources & Labor Relations; Steve Dickey, Director of Technology & Program Management; Ross Aguilar, Systems Administrator; Linda Galeazzi, Executive Assistant; and Kathryn Pawlick, SAMTD Legal Counsel
- Guests Incoming Board members, Ramiro Navarro Jr., for Subdistrict 2 and Sara Duncan for Subdistrict 6; Budget Committee Chair Kathy Lincoln; and Ryan Farncomb, Project Lead for Parametrix
-

A. CALL TO ORDER

6:32 PM

President Ian Davidson called the meeting to order. Director Busch led the Pledge of Allegiance. Attendance was noted and a quorum was present.

Mr. Pollock shared safety considerations for the very hot weather expected in the valley - wear appropriate clothing, keep it cool indoors, don't leave your children or pets in your car, schedule outdoor activities carefully, and stay hydrated.

B. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

President Davidson announced that there would be an additional action item under Agenda Item No. I.1 for Board support of a letter to the City of Salem's Planning Commission requesting that the Commission take action to reduce parking minimums in the Unified Development Code (UDC) update being made in response to House Bill 2001 requirements.

C. PRESENTATIONS

1. "A Year in Review" video presentation had technical difficulties and could not be viewed. Instead, Board members and the audience can see the presentation by going to www.youtube.com/cherriots.



2. Board Member Recognition – Director Robert Krebs and Director Colleen Busch were recognized with appreciation plaques for their years of service to the District. Director Krebs was first elected to the Board in 2009 and served three terms representing Subdistrict 6 South Salem to June 30, 2021. Director Busch was elected in 2015 and in 2017 to June 30, 2021 representing Subdistrict 2 Keizer.

D. PUBLIC COMMENTS

The Board received two written comments that will be entered into the Minutes:

1. **Alan Scott, Salem** sent an email dated June 7, 2021 asking for the Board’s consideration to reduce the one-way fare for Cherriots LIFT.
2. **Bradley Sever, Salem** sent an email dated June 22, 2021 providing ideas for more routes to the upcoming Sunday and holiday service with the inclusion of Route 16/Wallace Road in West Salem.

E. BUDGET HEARING

6:50 PM

President Davidson opened the Budget Hearing at 6:50 p.m. Budget Committee Chair Kathy Lincoln presented the Fiscal Year 2022 Budget to the Board. President Davidson asked for comments from the community. None was received so the Budget Hearing was closed at 6:55 p.m.

F. DELIBERATION OF BUDGET HEARING

6:55 PM

1. Shall the Board adopt Resolution No. 2021-06 for the adoption of the FY2021-22 Budget, making the appropriations accordingly, and imposing and categorizing the taxes?

Presenter: President Davidson
 Kathy Lincoln, Budget Committee Chair
 Staff Report: Pages 7-14 of the agenda

Motion: Moved to adopt Resolution No. 2021-06 for the adoption of the FY2021-22 Budget, making the appropriations accordingly, and imposing and categorizing the taxes?

Motion By: Director Robert Krebs

Second: Director Colleen Busch

Vote: Motion passed (7)
Davidson, Nguyen, Busch, Hinojos Pressey, Carney, Krebs, Richards

G. CONSENT CALENDAR

Shall the Board approve the Consent Calendar?

Presenter: President Davidson
 Staff Report: Pages 15-48 of the agenda



1. Approval of Minutes
 - a. May 27, 2021 Board Work Session
 - b. May 27, 2021 Board of Directors Meeting
2. Routine Business Items
 - a. Approval of Funds for 5310 FTA Section 5310 and 5310 CRRSAA Projects
 - b. Approval of FY 2022 United Way Donation

Motion: Approve the Consent Calendar
Motion By: Director Robert Krebs
Second: Director Charles Richards
Vote: Motion passed (7)
Davidson, Nguyen, Busch, Hinojos Pressey, Carney, Krebs, Richards

H. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

G. ACTION ITEMS

1. Board support of a letter to the City of Salem’s Planning Commission to reduce parking minimums in the Unified Development Code (UDC) update in response to House Bill 2001 requirements.

Presenter: President Davidson
Staff Report: Supplement to the agenda

Motion: Moved to support a letter signed by President Davidson on behalf of the Board to the City of Salem’s Planning Commission requesting that the Commission take action to reduce parking minimums in the Unified Development Code (UDC) update being made in response to House Bill 2001 requirements.
Motion By: Director Sadie Carney
Second: Director Robert Krebs
Vote: Motion passed (7)
Davidson, Nguyen, Busch, Hinojos Pressey, Carney, Krebs, Richards

I. INFORMATION ITEMS

1. Update on the South Salem Transit Center Project
Staff Report: Pages 49-56 in the agenda and a PowerPoint presentation
Presenter: Steve Dickey, Director of Program Management & Technology
Ryan Farncomb, Project Lead for Parametrix
Project Lead Ryan Farncomb briefed the Board on the first phase of the South Salem Transit Center project. There were monthly project management meetings, reviewing existing land use, transportation and transit plans, and a market segmentation analysis.



Farncomb reported on the next steps toward selecting a site. He reviewed nine tasks that would complete the 18 month project. As of June 9, 2021, the project was on schedule and within budget. To date, \$102,374.09 had been expended.

Parametrix conducted a survey in April/May 2021 that was sent to a random sample of 7,000 households, as well as Cherriots mailing lists (3900 other emails). Half of the respondents (49 percent) said that Cherriots meets their travel needs. Respondents ranked the top three priorities for improving Cherriots service as (1) having the bus come more often, (2) having the bus stop closer to them, and (3) having the bus reach their destination faster. Respondents said that the most important destinations they would like to be able to ride Cherriots to and from are errands and shopping (76 percent), medical needs (50 percent), and recreational activities (48 percent). Other popular options included commuting to or from work (38 percent) and visiting family or friends (34 percent). Three-quarters of respondents (74 percent) felt positive about the new transit center. Half of all respondents (49 percent) said they felt very positive; 10 percent of respondents felt negative about the new transit center. Respondents would like to see station amenities (86 percent), restrooms (77 percent), and park and ride spaces (56 percent). Purchasing food and beverages was the fourth most-chosen amenity overall (42 percent) but was especially popular among Cherriots users (50 percent of users chose it).

Farncomb reported that the best locations for a site, per zoning, were along Commercial and Liberty. Zoning determines where the South Salem Transit Center mobility hub (SSTCMH) can be sited. Commercial and higher-density residential is concentrated along Commercial Street SE, Kuebler Boulevard, and Liberty Road SE. Route 21 provides a fast trip with a short wait into downtown. Most of local south Salem is reachable with Routes 8, 18 and 6, which all serve stops near Commercial and Baxter. Sidewalks and bicycle facilities were prevalent throughout the study area, facilitating non-motorized access to major transportation corridors. Significant employment and population growth is forecast in and around the study area. Much of the growth is expected on large vacant sites, both on the urban periphery and places such as the Fairview Training Center redevelopment site. An example of future network improvements was provided based on Parametrix findings in the Long Range Transit Plan process. Operating costs were estimated at approximately \$2 million per year.

There was time for questions and answers. Staff will provide demographic information at the board's request. As the Salem planning staff updates the zoning code, District staff will have opportunity to discuss where a transit center will be allowed. At this stage of the



process, the District is trying to determine the size of and access to property for the project. Amenities like signage and drinking fountains will come later.

I. GENERAL MANAGERS REPORT

GM Pollock expressed his appreciation to Directors Krebs and Busch for their years of service while on the Board representing the District. He announced that the Customer Service Center will open again on June 28 for customers to purchase their bus passes. Fares will be reinstated on July 6. District offices will be closed and there will be no bus service on July 5 in recognition of the Independence Day holiday. GM Pollock reported that the Rules Advisory Committee (RAC) for the Statewide Transportation Improvement Fund and Special Transportation Fund merge will meet for the first time next week. The RAC has six months to develop and provide their recommendations to the Oregon Transportation Commission. Cherriotics joined the FTA Sustainable Transit for a Healthy Planet Challenge as a participant. The Federal Transit Administration (FTA) Sustainable Transit for a Healthy Planet Challenge encourages transit agencies to take bold actions and investments to cut Greenhouse Gas (GHG) emissions. Throughout the next year, FTA staff will provide technical assistance to agencies that commit to developing climate action plans or other strategies. GM Pollock will provide updates along the way.

J. BOARD OF DIRECTORS REPORTS

Director Nguyen reported that consultants, Keen Independent Research, are doing one-on-one interviews for the Diversity, Equity and Inclusion (DEI) Committee project. Director Nguyen spoke about ways to provide world class customer service, in reference to the South Salem Transit Center project, and in her recent travels to Tokyo, Japan where they were able to construct solar panels on the top of bus stops as a protection against the environment and all the while collecting heat to radiate to the seating area during the night or in bad weather for people waiting to catch the bus.

Director Busch shared her appreciation for the numerous people she worked with as a member of the Board. She spoke about several memorable events and praised people for their hard work and dedication to public transportation. She announced that moving forward, she will serve as a Director on the Keizer Fire District Board. She also provided a written report of her board activities for June.

Director Hinojos Pressey reviewed highlights from the minutes of the June 15 Citizens Advisory Committee meeting for which she serves as a Board Liaison. She noted that the next meeting is September 21.



Director Carney reported on the June 9 zoning subcommittee meeting of the Our Salem project. The next meeting will be July 15 from 3-5 p.m. She attended the Salem-Keizer Area Transportation (SKATS) Policy Committee meeting where they discussed two amendments; one for a reduction in the length of a project corridor and one for the removal of the Wheatfield Ferry project in the current Transportation Improvement Plan (TIP). They also discussed the Oregon Metropolitan Planning Organization Consortium's (OMPOC) legislative priorities and ODOT's enhanced projects. She noted that the Salem-Keizer School Board was added by SKATS as a signatory member in the cooperative agreements. It was something that had been overlooked a long time ago that was rectified.

President Davidson reported that the City of Salem's Climate Action Plan Task Force met June 23 to refine the Proposed Strategies for the Salem Climate Action Plan (https://www.cityofsalem.net/CityDocuments/ClimateActionPlan_DraftStrategies_v13.pdf). The key take away for him from that meeting was the recognition of the importance of transportation and the steps that will be taken to address that. He is excited for the role that Cherriots can take in that. One of the things he really pushed for was a "spine" of protected corridors for bike lanes. President Davidson also reported on the Mid-Willamette Valley Council of Governments board meeting where the COG budget was approved, and the June 3 meeting for the Mid-Willamette Valley Area Commission on Transportation (MWACT) where they discussed corrections to discrepancies in the population forecast and the impacts. The Oregon Department of Transportation (ODOT) completed the Active Transportation Needs Inventory (ATNI) project. The inventory included sidewalks, bicycle lanes and shoulders along state highways. A letter from the transit board to the Oregon Transportation Commission (OTC) and the efforts of others regarding the division of funding for future plans resulted in increased funding for Active Transportation that includes public transportation. ODOT will review the ATNI and how it will be used to identify projects and priorities for future STIP projects.

Director Krebs shared his appreciation and thanks for his fellow board members, staff and agencies he worked during his tenure on the Board. Director Krebs announced that he will volunteer his time on a streetcar committee for Salem on the railroad bridge to West Salem. It has nothing to do with a third bridge. It is a transit-oriented thing to increase economic development and provide mobility for the Salem community. Director Krebs is a streetcar advocate and is very excited about it. He also provided a written report of his activities for the month of June.

Director Richards reported that 2020-2021 has been a very good year for senior citizens. He has worked with Northwest Senior Services for a long time and in this case, sometimes



a bad situation turns into a better situation. That is exactly what happened because of the fires and the effects of COVID-19. An unusually large amount of funding was granted to the senior population who will be taken care of a lot better in the next several years.

K. ADJOURN BOARD MEETING

8:13 pm

President Davidson closed the meeting in honor of Director Krebs and Director Busch.

Respectfully Submitted

APPROVED / SIGNED / ljpg

Ian Davidson, President