



Salem Area Mass Transit District
Board of Directors Meeting
September 26, 2024

Index of Board Actions

<u>Action</u>	<u>Page</u>
Approve the Consent Calendar.....	3
A. Approval of Minutes	
1. August 22, 2024 Board of Directors Meeting	
B. Routine Business Items	
1. Appoint Benjamin Slater to position six (6), Youth member, on the committee for an unexpired term beginning 10/1/2024 through 12/31/2025. PULLED.	
2. Authorize the General Manager to execute a contract amendment with Mott MacDonald, LLC, for Engineering Services, for an additional amount of \$246,310 for a total contract amount not-to-exceed \$480,060.	
Authorize the General Manager to execute a contract with Model 1 for the purchase of two (2) category D vehicles for use in the Cherriots Local fixed route service for an amount not to exceed \$535,260	3
Authorize the General Manager to enter into a contract with Cumming Management Group, Inc. for an amount not to exceed \$111,150 for Climate Action Plan Development Services	4

Salem Area Mass Transit District
Board of Directors Meeting Minutes

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301

September 26, 2024

Full Video of Board Meeting can be accessed at: https://www.youtube.com/playlist?list=PLSUQ1gg6M78XRjv71iYD_YiUu7ABEx92

Attendees:

Board: President Maria Hinojos Pressey, Directors Joaquín Lara Midkiff, Sadie Carney, Ian Davidson, Sara Duncan (left at 5:45 p.m.), and Bill Holmstrom. Absent: Director Ramiro Navarro Jr.

Staff: General Manager Allan Pollock, Deputy General Manager David Trimble, CFO Denise LaRue, CCO Patricia Feeny, CPDO Shofi Ull Azum, COO Tom Dietz, Security and Emergency Management Manager Karen Garcia, Capital and Project Control Manager Melissa Kidd, Benefits and Leave Coordinator Amelia Crawford, Strategic Initiatives Administrator Bobbi Kidd, Commuter Options Coordinator Kiki Dohman, Marketing and Communications Specialist, Tricia McCain, and Executive Assistants Crisandra Williams and Kirra Pressey.

Guest: Latine Bus Wrap Artist Yasmeen Gonzalez and Legal Counsel Jean Back (Virtual)

I. CALL TO ORDER

A. Attendance

President Hinojos Pressey called the meeting to order at 5:30 p.m.
Attendance was noted with Director Navarro absent.

B. Safety Moment

GM Pollock presented the safety moment, highlighting the following fall safety tips. He emphasized the importance of getting COVID-19 and flu vaccines, washing hands regularly, maintaining preventive health screenings, and ensuring adequate sleep. Pollock also encouraged drinking water instead of sugary or alcoholic drinks, eating a healthy diet, and staying active with at least 150 minutes of moderate activity weekly.

II. ANNOUNCEMENTS | CHANGES TO THE AGENDA

President Hinojos Pressey announced that item B.1 was pulled from the Consent Calendar.

III. PRESENTATION(S)

A. Bus Wrap Artists Presentation

Presenter: Director Duncan

Staff Report: NA

Director Duncan discussed the Heritage Bus Wrap Initiative, highlighting each Bus Wrap and introducing the artist responsible for each design, leading up to the latest

wrap for Latine Heritage. Each artist was given the opportunity to speak. In conclusion, all artists were presented with a Certificate of Appreciation and a card from the Board.

IV. PUBLIC COMMENT - None

V. CONSENT CALENDAR

Presenter: President Maria Hinojos Pressey

Staff Report: Pg. 4-16

A. Approval of Minutes

1. August 22, 2024 Board of Directors Meeting

B. Routine Business Items

- ~~1. Community Advisory Committee Appointment~~ **Pulled**
2. Authorize Contract Amendment for Engineering Services

Motion:	Approve the Consent Calendar with the exception of Item B.1.
Motion By:	Director Bill Holmstrom
Second:	President Ian Davidson
Vote:	Motion Passed Unanimously

VI. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

VII. ACTION ITEMS

A. Award of Contract for Category D Vehicles

Presenter: COO Tom Dietz

Staff Report: Pg17-18

COO Dietz discussed expanding the Cherriots Local fixed-route fleet with two smaller gasoline-powered Category D buses, bringing the total fleet to 70 vehicles. These buses will serve lower-ridership routes, including routes 26 and 27 in West Salem, and may be used on other routes if needed. Staff conducted research to ensure a smooth transition, selecting vehicles with specifications similar to the current fleet. Delivery is expected in Fall/Winter 2025. The contract follows the Oregon State Price Agreement and is included in the FY2024-2025 Capital Projects Budget.

Motion:	Authorize the General Manager to execute a contract with Model 1 for the purchase of two (2) category D vehicles for use in the Cherriots Local fixed route service for an amount not to exceed \$535,260.
Motion By:	Director Joaquín Lara Midkiff
Second:	Director Sadie Carney
Vote:	Motion Passed Unanimously

B. Award of Contract for Climate Action Plan Development Services

Presenter: Strategic Initiatives Administrator Bobbi Kidd

Staff Report: Pg. 19-20

Administrator Kidd presented the development of the District's Climate Action Plan. Three bids were received, and after evaluation and interviews, the Source Evaluation Committee (SEC) recommends Cumming Management Group Inc. as the top choice. The firm will work with the District to develop a strategic plan focused on greenhouse gas (GHG) reduction and climate change mitigation. Funding is included in the FY 2025 general fund budget.

Motion:	Authorize the General Manager to enter into a contract with Cumming Management Group, Inc. for an amount not to exceed \$111,150 for Climate Action Plan Development Services.
Motion By:	President Maria Hinojos Pressey
Second:	Director Joaquín Lara Midkiff
Vote:	Motion Passed Unanimously

VIII. INFORMATIONAL REPORTS

A. FY24 Annual Security and Emergency Management Report

Presenter: Security and Emergency Management Manager Karen Garcia

Staff Report: Pg. 21-29

Security and Emergency Management Manager Garcia presented the FY 2023-24 report, highlighting key security partners, ongoing projects (facilities camera upgrades and Del Webb security improvements), and emergency planning efforts (earthquake preparedness, evacuation drills, and winter operations updates). She also shared data on ordinance warnings, incident reports, police responses, and NTD reportable assaults. FY25 initiatives include establishing a Safety & Security Division, hiring a Chief Safety Officer, and completing the Emergency Operations Plan.

B. FY24 Annual Performance Report

Presenter: CPDO Shofi Ull Azum

Staff Report: Pg. 30-50

CPDO Ull Azum presented the FY24 Annual Performance Report, covering July 1, 2023, to June 30, 2024. Key departmental achievements included improved data accuracy in Planning, maintenance of operator staffing and training in Transportation, and 100% compliance with preventive maintenance in Maintenance. Ridership reached 3,228,778, the highest in nearly a decade, driven by the Umo contactless fare system and unified fare structures, resulting in a 128.3% increase in Regional Reduced Fare Month Pass usage. Additionally, the Youth Zero Pass program contributed to a 31.4% increase in youth ridership. Cherriots Local routes achieved an on-time performance of 89.4%, exceeding the 85% target by 4.4%.

C. FY24 Annual Commuter Options Program Report

Presenter: Commuter Options Coordinator Kiki Dohman

Staff Report: Pg. 51-74

Commuter Options Coordinator Dohman presented the Commuter Options (CO) Program, which aims to improve awareness and access to transportation options through employer outreach and community engagement. Key priorities for FY24 included fostering active safety education by redesigning the local bike map and producing a video with Salem-Keizer Public Schools to promote safe transportation practices. The program also initiated a feasibility study for shared micromobility services in the Salem-Keizer area, supported 40 vanpools for 211 commuters across Polk, Marion, and Yamhill counties, and improved access to transportation options through the Group Pass Program via the Umo e-fare platform, providing 1,239 rides since February 2024.

IX. GENERAL MANAGER'S REPORT

GM Pollock reported that the first electric bus began service on Route 11 today, with three additional test buses entering service in the coming days. The remaining buses will follow once ITS infrastructure is installed and validated. Additionally, he discussed the JCT hearing held last night on the Statewide Transportation Funding Package, where Board President Hinojos Pressey and other stakeholders provided testimony. The JCT's hearings will conclude with stops in Happy Valley and Hillsboro. Lastly, GM Pollock noted he will attend the APTA TRANSform Conference, concluding his role on the executive committee. Deputy General Manager Trimble will serve as GM Pro Tem during his absence, and he will return to the office on October 7th.

X. BOARD OF DIRECTORS REPORT

President Hinojos Pressey and Directors provided reports on committees and activities in which they represent the District.

XI. ADJOURN

President Hinojos Pressey adjourned the meeting at 7:37 p.m.

Respectfully Submitted



Maria Hinojos Pressey, Board President