



Salem Area Mass Transit District
BOARD OF DIRECTORS
VIRTUAL MEETING

March 24, 2022

- Zoom ID: <https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjX53ZIV1BUM3QvWEU3bnplbHYzZz09>
- YouTube via <https://www.capitalcommunitymedia.org/all>
- Comcast Channel 21

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

March 24, 2022

MINUTES

PRESENT:

Board President Ian Davidson; Directors, Ramiro Navarro Jr., Maria Hinojos Pressey, Sadie Carney, and Sara Duncan

EXCUSED: Directors Chi Nguyen and Charles Richards

Staff Allan Pollock, General Manager; David Trimble, Deputy General Manager; Patricia Feeny, Director of Communication; Tom Dietz, Director of Operations; Steve Dickey, Director of Technology & Program Management; Denise LaRue, Chief Financial Officer; Scott Kirkland, Network Administrator; Gregg Thompson, Maintenance Manager; Jeremy Jorstad, Transit Planner II; Linda Galeazzi, Executive Assistant; and Ben Fetherston, SAMTD Legal Counsel

CALL TO ORDER

6:37 PM

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

GM Pollock spoke about Stress Awareness Month and advice from the American Institute of Stress to help people get through their stress. He noted that some of the most common conditions are feeling anxious or threatened, disbelief, and shock. If these feelings are persistent, help is available for relief through mental health counseling; and it helps to eat healthy, and have a regular pattern of sleep and exercise. GM Pollock spoke about tonight's meeting being held virtually and that the Transportation Security Administration (TSA) Extended Security Directive requires masks on public transportation conveyances and in public transportation hubs through April 18, 2022. He shared that it was why the Board and staff continued to wear masks to support the front line employees. The Centers for Disease Control and Prevention (CDC) is working with the U.S. Department of Transportation (USDOT) to determine under what circumstances masks should be required for public transportation in the future. Any changes will be based on the COVID-19 community levels, risk of new variants, national data, and the latest science.

ANNOUNCEMENTS AND CHANGES TO THE AGENDA

PRESENTATION – C. None

PUBLIC COMMENT



- D. The Board received two written public comments by email from:
1. Carol Grimwood, Board member of the SWAN Association; Questions about Cherriots plans for park & ride lots for outlying neighborhoods, for neighboring communities; and whether free student bus passes will be restored to Salem-Keizer students. [Herein a part of these Minutes as Attachment A]
 2. Nick Fortey, Transportation and Infrastructure Chair for the West Salem Neighborhood Association (WSNA); wrote about the importance of transit needs to be more directly acknowledged in the *Our Salem* long-range comprehensive planning effort; and incorporated into Cherriots service plan and long-range planning efforts; expanding the core transit network in West Salem, consider access to and from environmental justice communities, and communities that include the disabled, seniors over 75, single parents, rent-burdened residents and zero car households, etc. [Herein a part of these Minutes as Attachment B]

Staff had been asked to address these comment and respond to the questions asked. GM Pollock will follow up with the Board.

CONSENT CALENDAR

- E. Shall the Board approve the Consent Calendar?
 Presenter: President Davidson
 Staff Report: 7-16 of the agenda
1. Moved to approve the Consent Calendar:
 - a. Approval of Minutes
 - 1) February 24, 2022 Board Work Session
 - 2) February 24, 2022 Board of Directors Meeting
 - b. Routine Business
 - 1) Member Appointments to the Citizen Advisory Committee

Motion: **Moved to approve the Consent Calendar**
 Motion By: **Director Sadie Carney**
 Second: **Director Sara Duncan**
 Vote: **Motion passed: Davidson, Hinojos Pressey, Carney, Duncan, Navarro (5)**
 Absent: **Directors Nguyen and Richards (2)**

ITEMS DEFERRED FROM THE CONSENT CALENDAR – F. None

ACTION ITEMS - None

- G.1 Authorize the General Manager to enter into a contract with AKS Engineering & Forestry for the delivery of topographic survey services for multiple projects, and approve a project budget of \$307,960, which includes a contingency of approximately 16%.
 Presenter: Steve Dickey, Director of Technology & Program Management



Staff Report: Pages 17-18 of the agenda

The District issued an Architectural and Engineering Request for Proposal (RFP) through the competitive bid process for the provision of topographic survey services to support multiple projects. Only one proposal was received, so the District proceeded under the single bid rule. This is a three year contract that allows for up to seven years of services delivered with the addition of four one year contract extensions. Expenses associated with this contract will be tied directly to the various budgets of the projects these services will support. The annual capital budget approved as part of the overall district budget will provide funding for these services as they relate to the various projects. The contract provides for up to 1,265 billable hours at an average hourly rate of \$207.63 plus mileage and contingency.

Motion: Moved to authorize the General Manager to enter into a contract with AKS Engineering & Forestry for the delivery of topographic survey services for multiple projects; and approve a project budget of \$307,960, which includes a contingency of approximately 16%.

Motion By: Director Maria Hinojos Pressey

Second: Director Ramiro Navarro Jr.

Vote: Motion passed: Davidson, Hinojos Pressey, Carney, Duncan, Navarro (5)

Absent: Directors Nguyen and Richards (2)

G.2 Shall the Board adopt Cherriotics proposed Federal Transit Administration’s (FTA) Sustainable Transit for a Healthy Planet Challenge Climate Action Plan?

Presenter: Bobbi Kidd, Strategic Initiatives Administrator

Staff Report: Pages 19-40 of the agenda

The District signed up for the FTAs Sustainable Transit for a Healthy Planet Challenge. Participants are required to submit a Climate Action Plan on behalf of their agency to help guide them through the development of a comprehensive plan to reduce greenhouse gas emissions. The Plan is a guide for the initial stage of collecting data, setting goals around climate action initiatives, and deciding upon reduction targets. Ms. Kidd developed a draft Plan for the District that was shared with the Board for their feedback during the February 24, 2022 Work Session. The project scope will begin as soon as the Plan is adopted. Once a greenhouse gas emission inventory is executed for the District, the Plan will be adjusted and enhanced; and the data will be used to set goals and emission targets. There is no immediate cost to adopt the Climate Action Plan. It is due to the FTA by April 1, 2022. There will be a cost in fiscal year 2023 for the greenhouse gas emissions inventory, which will be included in the proposed FY 2023 budget. The Board will also form a subcommittee for this program.



Motion: Moved to adopt Cherriots proposed Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge Climate Action Plan

Motion By: Director Maria Hinojos Pressey

Second: Director Ramiro Navarro Jr.

Vote: Motion passed: Davidson, Hinojos Pressey, Carney, Duncan, Navarro (5)

Absent: Directors Nguyen and Richards (2)

INFORMATION ITEMS – H. None

GENERAL MANAGERS REPORT

- I. GM Pollock announced that Customer Service Manager, Melissa Kidd was accepted into APTA's Emerging Leaders Program for 2023. It is a year-long program for professionals with 3-5 years of experience in the transit industry, to develop the skills, knowledge and networks needed for advancement. GM Pollock attended the APTA Legislative Conference in Washington D.C. He remarked that one or two board members usually attend this conference, but with Covid restrictions the Capitol was closed; so they may choose to go at a later time. Congress passed the appropriations bill while the conference was in session and Senators Merkley and Wyden secured \$6.3 million for the Districts' Zero-Emission Bus Fleet Electrification Project. GM Pollock will send the Board its' CFM State Legislative Report tomorrow. In other news, Cherriots will hold a Career Fair at Courthouse Square on Tuesday, April 26 from 11:00 a.m. to 7:00 p.m.; and on April 18, there will be a virtual joint work session at 6:00 p.m., to discuss Salem's housing needs. Participants include Salem's City Council, the Board of Commissioners from Marion and Polk County, the Salem-Keizer School District Board and the Salem Area Mass Transit District Board. Both events are open to the public. Details to follow.

BOARD OF DIRECTORS REPORTS

- J. Staff Report: Page 41
Director Navarro shared a story about a constituent in his Subdistrict that needed help with the use of his mobility device to get into and out of different buses. Staff took time with the constituent, they showed they cared and worked with him until he had success. Director Navarro was there to witness it and thanked Tom Dietz and Ben Sawyer for an amazing job.

Director Carney, the board liaison for the City of Salem's 'Our Salem' project, said this was a big project for housing, transit and recreation. She wrote a letter of support on behalf of the Board to the Planning Commission about the project that was submitted on March 15.



She noted also, at the SKATS Policy Committee meeting that the biggest issue discussed was the development selection criteria for transportation and how to use and evaluate equity outcomes. Members of the committee were asked to submit in writing, their criteria for goals and objectives that weren't discussed at the meeting. Director Carney talked about supporting the Ukrainians and showing our patriotism by riding the bus. With the rise in fuel costs, this can also decrease the demand for fuel.

Director Hinojos Pressey announced that the Board appointed two new members to the Citizens Advisory Committee at their January board meeting. She also provided a report from the Diversity, Equity & Inclusive Committee on behalf of Director Nguyen about the continued work of Keen Consulting to develop the DEI strategic plan.

Director Duncan spoke about the fabulous trip she took riding the Yamhill Transit bus. Route 33 transferred her to McMinnville where it was just beautiful, and she could keep going all the way to Hillsboro. She said "Support the earth; ride the bus."

President Davidson gave the quarterly legislative committee report from the board meeting of the MWCOG. He met with the mayor of Turner about their transit needs and how to partner with the City of Turner. He also met with council representatives from the City of Salem and will share those details on his social media post.

ADJOURN

K.1 The board meeting was adjourned

7:26 pm

Respectfully Submitted

APPROVED / SIGNED

Ian Davidson, President



Linda Galeazzi <linda.galeazzi@cherriots.org>

Cherriots Board meeting 3/24/22

1 message

Carol Grimwood <jcgrimwood@comcast.net>
To: board@cherriots.org

Mon, Mar 21, 2022 at 10:46 PM

Hello,

I am unable to attend the virtual meeting, but understand questions can be submitted by email.

As a decades long resident and board member of the SWAN association, I am keenly aware of increased River Rd South traffic. While Salem's population growth is reflected in increased local traffic, there has also been significant growth in the Independence/Monmouth area. Many of these residents commute in and out of Salem as evidenced by the notably steady, heavy "commuter hours" traffic and numbers of cars backed up over the Independence bridge.

This scenario is similar for east of Salem commuters as well.

* Will Cherriots be coordinating with neighboring communities to provide Park and Ride lots with mass transit opportunities into Salem?

* Are Park and Ride lots being considered for out-lying neighborhoods?

It seems Park and Ride combined with transit facilities have fallen from favor over recent years, but with rising fuel prices, limited parking options, more wait time in traffic and newly available infrastructure funds, now may be the opportune time to act.

* Will free student bus passes be restored to Salem-Keizer students?

Thank you,
Carol Grimwood



Linda Galeazzi <linda.galeazzi@cherriots.org>

Testimony for tonight's meeting

1 message

Nick Fortey <fortey.nick@gmail.com>
To: board@cherriots.org

Thu, Mar 24, 2022 at 4:19 PM

Dear Cherriots,

I would like to make comments as part of tonight's Board meeting:

My name is Nick Fortey and I reside at [2165 Turnage Street NW](#) in Salem and am the Transportation and Infrastructure Chair for the West Salem Neighborhood Association.

As you know the City of Salem is nearing completion of the "Our Salem" long-range comprehensive planning effort. While that Plan is still open for comment before the Planning Commission through April 5th it has established changes in land use designations, contains goals and polices related to transit and also sets out policy ideas (Attachment 4 of Our Salem) related to transportation to serve as inputs to the more specific Transportation System Plan (TSP) update. We had sought the development of an integrated land use and transportation plan due to the clear connections but development will be done separately.

While we appreciate the broad polices in Our Salem and intent to frame TSP development we also think the central importance of transit needs to be more directly acknowledged and we also hope that these comments can more directly be incorporated into Cherriots service plan and long-range planning efforts.

We ask that as the core transit network be expanded in West Salem to more fully embrace the Edgewater District and to extend along Wallace Road. We also ask that travel time reliability and reasonable travel times be central to line development. We think there are synergies to be explored between more dense land use and transit, specifically compact development centers serviced by frequency and high-quality transit service.

As part of the longer-range transit planning we want to reiterate comments made at the SKATS Policy Board this week. In comments on project selection we underpinned the importance of the proposed language to include an equity measure and we urged extension to also consider access to and from Environmental Justice communities and to consider expansion of communities to include the disabled, seniors over 75, single parents, rent-burdened residents, and zero car households. Cherrots already embraces many of these measures but we would urge expansion to more completely consider access *to* and service *for* these communities.

Thank you

Nick Fortey

Transportation and Infrastructure Committee Chair

West Salem Neighborhood Association



Linda Galeazzi <linda.galeazzi@cherriots.org>

Re: Cherriots Board meeting 3/24/22

1 message

Allan Pollock <Allan.Pollock@cherriots.org>
 To: Carol Grimwood <jcgrimwood@comcast.net>
 Cc: Board of Directors <Board@cherriots.org>

Fri, Mar 25, 2022 at 10:53 AM

Carol,

The board received your email and entered it into public testimony at last night's board meeting. The Board asked me to respond to your questions.

As it relates to your questions about park and ride lots:

Cherriots and other regional partners currently provide bus and/or vanpool/carpools services to a total of 16 park and ride lots in Marion and Polk Counties. Six of them are located outside of the Salem-Keizer Urban Growth Boundary at the following locations:

- Woodburn Memorial Transit Facility Park and Ride
- Wilsonville Station Park and Ride
- Highway 22 and Cascade Highway park and Ride
- Gates Park and Ride
- Sunnyside/Turner Interchange Park and Ride
- Rickreall Park and Ride

While some park and ride lots are part of a public transit center/facility, others are owned and maintained by ODOT or the private property owner. For more information on all park and ride locations, including maps, addresses, and the various transportation options at each one visit Cherriots.org/parkandride.

Cherriots performs outreach on a regular basis to evaluate the needs of the communities we serve. This information is used to make decisions about how we provide service. Amenities like park and ride lots and the opportunity to provide increased service to the park and ride lots that are available are evaluated for future service enhancements.

As it relates to student bus passes being restored to Salem-Keizer students:

The previous free student bus passes were funded by a State of Oregon Business Energy Tax Credit program. This funding source was discontinued by the State in 2011. If another funding source became available in the future we would be willing to implement a bus pass program. Cherriots did implement a Youth Fare for all youth ages 6-18 in conjunction with the Statewide Transportation Improvement Fun program in 2019. The table below shows the changes that were made to the youth fare category.

Pre Youth Fare				2019 Youth Fares			
Cherriots Local				Cherriots Local			
	One Ride	Day Pass	30 Day Pass		One Ride	Day Pass	30 Day Pass
Youth	\$0.80	\$1.50	\$22.50	Youth	\$0.50	\$1.00	\$10.00
Cherriots Regional				Cherriots Regional			
	One Ride	Day Pass	Month Pass	Youth	One Ride	Day Pass	Month Pass
Youth	\$1.50	\$3.00	\$30.00		\$1.00	\$2.00	\$20.00

If you have further questions please feel free to contact me directly at allan.pollock@cherriots.org

Thanks.

Allan

Allan Pollock

General Manager/CEO
allan.pollock@cherriots.org
Direct: 503-361-2550

On Mon, Mar 21, 2022 at 10:46 PM Carol Grimwood <cggrimwood@comcast.net> wrote:

Hello,

I am unable to attend the virtual meeting, but understand questions can be submitted by email.

As a decades long resident and board member of the SWAN association, I am keenly aware of increased River Rd South traffic. While Salem's population growth is reflected in increased local traffic, there has also been significant growth in the Independence/Monmouth area. Many of these residents commute in and out of Salem as evidenced by the notably steady, heavy "commuter hours" traffic and numbers of cars backed up over the Independence bridge.

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Thank you,
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Linda Galeazzi <linda.galeazzi@cherriots.org>

Re: Testimony for tonight's meeting

1 message

Allan Pollock <Allan.Pollock@cherriots.org>

Fri, Mar 25, 2022 at 11:00 AM

To: Nick Fortey <fortey.nick@gmail.com>

Cc: Board of Directors <Board@cherriots.org>, Executive Leadership <executiveleadership@cherriots.org>, Chris French <Chris.French@cherriots.org>

Nick,

Last night the Board received your email and entered it into public comments. The Board asked me to respond to your comments.

First of all, thanks for sharing your comments and concerns with the Board and Cherriots. Director Carney shared last night (I am not sure if you were still on the call) that she testified and submitted a letter on behalf of the Cherriots Board at the planning commission meeting. We will also include your comments as part of our long-range transit plan process.

I appreciate your support of transit friendly land use planning and for taking the time to share your thoughts on behalf of the West Salem NA.

Thanks.

Allan

Allan Pollock

General Manager/CEO

allan.pollock@cherriots.org

Direct: 503-361-2550

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Thank you

Nick Fortey

Transportation and Infrastructure Committee Chair

3/25/22, 11:07 AM

Cherriots Mail - Re: Testimony for tonight's meeting

| West Salem Neighborhood Association