



Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING

Thursday, April 26, 2018 Courthouse Square - 555 Court St NE in Salem
5:45 PM: Executive Session Salem Conference Room
6:30 PM: Regular Business Meeting Senator Hearing Room

AGENDA

EXECUTIVE SESSION – ORS 192.660(2)(d)(f); ORS 192.660(4) 5:45 PM

- 1. Labor Negotiations**
The Board of Directors and designated staff will meet in the Santiam Conference Room for executive session prior to the regular board meeting. Members of the audience and news-gathering representatives of institutional media will be asked to stay in the Senator Hearing Room as provided in *ORS 192.660(4)* until the regular board meeting begins at 6:30 PM.

REGULAR BOARD MEETING 6:30 PM

- A. CALL TO ORDER AND NOTE THE ATTENDANCE**
- B. PLEDGE OF ALLEGIANCE – Director Doug Rodgers (Subdistrict #4)**
- C. ANNOUNCEMENTS & CHANGES TO AGENDA**
- D. PRESENTATIONS**
- 1. FY2016-17 Comprehensive Annual Financial Report and Federal Compliance Report presented by Ryan Pasquarella, CPA, Grove, Mueller & Swank PC **1**
 - 2. 2018 Legislative Session Review presented by Dale Penn II, Partner, CFM Strategic Communications **15**
- E. PUBLIC COMMENT – Individual’s comments are limited to three (3) minutes.**
- F. CONSENT CALENDAR - [Action]**
- 1. **Approval of Minutes**
 - a. Minutes of the March 12, 2018 Board Work Session **27**
 - b. Minutes of the March 22, 2018 Board Meeting **31**
 - 2. **Routine Business**
 - a. Briefing on May Service Changes **35**
- G. ITEMS DEFERRED FROM THE CONSENT CALENDAR**

H. ACTION ITEMS

- 1. Action Pending Dependent on Outcome of Executive Session Discussion regarding the Approval of ATU Labor Contract **37**
- 2. Resolution 2018-02 Property Designation for South Salem Transit Center Project **39**
- 3. Resolution 2018-03 Adopt Bylaws for the Statewide Transportation Improvement Fund Advisory Committee
- 4. Appointment of Board Subcommittee for the Hwy 99E Corridor Planning Project **45**

I. INFORMATION ITEMS

- 1. Summary of the 2018 Public Engagement Report for *A Better Cherriots* **47**

J. BOARD & MANAGEMENT REPORTS

This is the time scheduled for the General Manager and Board of Directors to report on their committee participation and meetings attended on behalf of the District and the Board.

- 1. General Manager
- 2. Board of Directors **73**
 - a. Committee Reports from Director Kathy Lincoln **74**

K. ADJOURN REGULAR BOARD MEETING

Next Regular Board Meeting Date: Thursday, May 24, 2018

Salem Area Mass Transit District is committed to providing information and equal access to all public meetings per the requirements of the ADA and Oregon Revised Statutes. Meetings of the Board are held in places accessible to individuals with mobility and other impairments. For persons requiring sign language interpretation or other communication aids, please call the Clerk of the Board at (503)588-2424 (or TTY call 711 for Oregon Relay Service) between 8:00 a.m. to 5:00 p.m., weekdays at least 48 hours in advance of the meeting. Regular meetings of the Board are live streamed on Comcast Channel 21 and can be viewed at any time on YouTube via the CCTV website at cctvsalem.org.

For an electronic copy of the Board meeting agenda packet, go to Cherriots.org/board. Citizens who wish to offer comment in advance on topics appearing on the agenda are encouraged to do so by email at board@cherriots.org. Letters should be mailed to the SAMTD Board of Directors, 555 Court Street NE, Suite 5230, Salem, Oregon 97301.

Thank you for your interest in the Board's activities and the services and programs provided by Cherriots.



BOARD MEETING MEMO

Agenda Item D.1

To: Board of Directors

From: Al McCoy, Director of Finance/CFO

Thru: Allan Pollock, General Manager

Date: April 26, 2018

Subject: FY 2016-17 Comprehensive Annual Financial Report and Federal Compliance Report

ISSUE

Shall the Board receive a presentation of the 2016-17 Comprehensive Annual Financial Report (CAFR) and Federal Compliance Report?

BACKGROUND AND FINDINGS

According to Oregon Statutes, Salem Area Mass Transit District (District) is required to publish a complete set of financial statements presented in conformance with generally accepted accounting principles (GAAP), and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. For the sixth year in a row, the District prepared a Comprehensive Annual Financial Report in compliance with the rigorous guidelines for financial reporting as defined by the Governmental Finance Officers Association (GFOA). The report was submitted to GFOA's Certificate of Achievement for Excellence in Financial Reporting Program, and if received will be the sixth year in a row that the District receives this prestigious certificate.

The financial report was prepared in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 34, "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments."

Grove, Mueller & Swank, P.C., a firm of licensed certified public accountants, audited the District's financial statements. The goal of this independent audit was to provide reasonable assurance that the financial statements are free of material misstatements. The auditors from Grove, Mueller & Swank concluded, based upon the audit, that there

was a reasonable basis for rendering an unqualified opinion that the District's basic financial statements for the fiscal year ended June 30, 2017 are fairly presented in material respects in conformity with GAAP.

Ryan Pasquarella, Shareholder, Grove, Mueller, & Swank, PC will present the audit report to the Board (Attachment A), and answer any questions the Board may have regarding the reports.

FINANCIAL IMPACT

None

RECOMMENDATION

Information only

PROPOSED MOTION

None



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

March 9, 2018

Board of Directors
Salem Area Mass Transit District
555 Court St NE, Suite 5230
Salem, Oregon 97301-3980

We have audited the financial statements of Salem Area Mass Transit District (the District) as of and for the year ended June 30, 2017, and have issued our report thereon dated February 26, 2018. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated May 30, 2017, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm has complied with all relevant ethical requirements regarding independence.

We have evaluated independence for the non-attest services performed by us and have determined that the threats are significant, but have also determined that management has the skills, knowledge and experience to take responsibility for the work performed and that safeguards in place are adequate. The safeguards applied include: the auditor does not make decisions for management, the auditors are preparing the financial statements in accordance with accounting

principles generally accepted in the United States of America, management possesses suitable skills, knowledge, and experience to read and understand their financial statements, and Grove, Mueller & Swank, P.C. has a quality control system in place and we have an external peer review every three years.

Qualitative Aspects of the District's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in the notes to the financial statements.

One new pronouncements affected the District's Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2017. The District implemented the following pronouncements during the year:

- GASB Statement No. 77, "Tax Abatement Disclosures". The statement establishes disclosure requirements for tax abatement agreements.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. The most sensitive accounting estimates affecting the financial statements are:

- Management's estimate of the net pension liability for the District's future payments for its active and retired bargaining and non-bargaining defined benefit eligible employees. The estimate was based on an actuarial study performed by an independent actuarial firm and based on the requirements of GASB 68 and GASB 71.
- Management's estimate of other post-employment benefits is based on an actuarial study performed by an independent actuarial firm and based on the requirements of GASB 45.
- Management's estimate of inventory costing is based on the average-cost methodology. Management's estimate of obsolete inventory is based on analysis of inventory aging as well as historical experience.
- Management's estimate of the depreciable life of the capital assets is based on management's determination of the useful lives and future economic benefit of the assets.
- Management's estimate that an allowance for doubtful accounts is not necessary is based on the nature of the receivables and past history for collections.

We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

Although we received full cooperation of management and believe that we were given direct and unrestricted access to the District's books and records, as we disclosed in the federal compliance report, we encountered significant difficulties in performing and completing the audit process. Principally, these difficulties related to the poor condition

of the books and records, lack of consistent and standard accounting procedures, lack of available documentation, and the lack of qualified internal staffing. All of these issues, as well as others, such as the turnover of senior-level management officials, contributed to the problem and added to the time and related cost of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. The attached schedule summarizes uncorrected misstatements whose effects in the current period, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. The following material misstatements that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management:

- Prepaid expenses were overstated by approximately \$56,000.
- Federal grants receivable and the related revenue accounts were understated by approximately \$148,000.
- State receivables and the related revenue account were increased by about approximately \$1.5 million.
- Construction-in-progress was overstated by about \$610,000. This also caused depreciation expense to be understated by \$32,000.
- Net pension liability was overstated by approximately \$260,000, deferred outflows related to pensions was understated by approximately \$397,000 and deferred inflows related to pensions was understated by approximately \$661,000.
- Other post-employment benefits liability and related expense was understated by approximately \$193,000.

Due to the corrected misstatements identified above, we issued finding 2017-001 in the federal compliance report.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated February 26, 2018.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the District, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

We applied certain limited procedures to management's discussion and analysis, schedule of employer contributions - defined benefit plan - non-bargaining, schedule of changes in the net pension liability and related ratios - non-bargaining, schedule of changes in net pension liability and related ratios - bargaining, schedule of employer contributions - defined benefit plan - bargaining, and schedule of OPEB funding progress, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements, but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the transmittal letter and statistical section, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

This report is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,


CERTIFIED PUBLIC ACCOUNTANTS

February 26, 2018

Grove, Mueller & Swank, P.C.
475 Cottage Street NE, Suite 200
Salem, OR 97301

This representation letter is provided in connection with your audit of the financial statements of Salem Area Mass Transit District (the "District") as of June 30, 2017 and 2016, and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, of the various opinion units of the District in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of February 26, 2018.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated May 30, 2017, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and

related notes.

- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- You have proposed adjusting journal entries; we are in agreement with those adjustments and they have been posted to the District's accounts. The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to this letter.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus* as amended, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.

- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- With regard to investments and other instruments reported at fair value:
 - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
 - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- As part of your audit, you assisted with the preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial

statements may be materially misstated as a result of fraud.

- We have no knowledge of any fraud or suspected fraud that affects the District and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the District's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation, claims, or assessments.
- We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The District has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the District is contingently liable.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
 - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - Unasserted claims or assessments that our lawyer has advised are probable of

assertion and must be disclosed in accordance with GASB-62.

- Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62
- The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- With respect to the required supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.
 - We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - The methods of measurement or presentation have not changed from those used in the prior period.
 - We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- With respect to the supplementary information accompanying the financial statements:
 - We acknowledge our responsibility for the presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America.
 - We believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - The methods of measurement or presentation have not changed from those used in the prior period.
 - We believe the significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
 - When the supplementary information is not presented with the audited financial statements, management will make the audited financial statements readily

available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.

- We acknowledge our responsibility to include the auditor's report on the supplementary information in any document containing the supplementary information and that indicates the auditor reported on such supplementary information.
- We acknowledge our responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.



Allan Pollock, General Manager



Al McCoy, Director of Finance/CFO

Client: *Salem Area Mass Transit*
 Engagement: *Audit 2017*
 Period Ending: *6/30/2017*
 Workpaper: *Passed Adjustments Summary*

Account	Description	Debit	Credit
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Passed JE # 1
 To remove duplicate accounts payable entries for pension accruals which is partially offset by an accrual to record pension expense from June 25th through June 30th, 2017.

1 000 0 0 00-2010	ACCOUNTS PAYABLE	20,778.14	
1 000 1 2 10-5222	DEFINED BENEFIT RETIREMENT		20,778.14
Total		<u><u>20,778.14</u></u>	<u><u>20,778.14</u></u>



Salem-Keizer Transit

Oregon Legislative Report

2018



Submitted by

CFM Strategic Communications

March 2018



In the weeks leading up to the 2018 short legislative session, it was unclear which central issue legislators would focus on addressing. The reason for that uncertainty was Measure 101, its success or failure determined whether lawmakers would enter the 2018 session with a \$200-\$300 million budget hole to fill. Measure 101 passed resoundingly, leaving room for legislators to focus on other democratic priorities.

With control of both chambers and the Governor's office, Democrats set the agenda for the session, which included a proposal to implement a cap and invest program to curb carbon emissions, a measure to enshrine the right to affordable and effective health care in the state Constitution, a revamp of the state's contracts with coordinated care organizations (CCOs), reconnection with the federal tax code following the Trump tax cuts, tweaks to the gun background check system, and others. While the agenda was ambitious, legislative leaders warned that big policy changes were unlikely to pass in the short session, and by-and-large that proved true as the House and Senate gavelled out for the final time at 4:54 p.m. on Saturday, March 3, more than a week before the Constitutionally-mandated deadline to finish their work.

Once the Measure 101 election results were in, the major policy focus of the legislative session became a proposal to cap carbon emissions in the state. After several iterations of the proposal, and much negotiation between House and Senate Democrats, that effort was ultimately unsuccessful. The issue is likely to return in the 2019 session, and there is considerable optimism among proponents that a cap and invest proposal will pass at that time. Lawmakers have already begun mimicking the successful process that yielded 2017's transportation package by creating a large bi-partisan, bi-cameral committee and sending members around the state on a listening tour with constituents. Ultimately, the goal is to bring a bi-partisan legislative vehicle in 2019 to accomplish the goal of carbon reduction. However, a significant difference between the transportation package success and the current iteration of the cap on carbon emissions is the lack of Republican support, which is vital to a smooth passage process.

While cap and invest didn't pass this session, legislators were able to pass many other bills, including a firearm ban for people with certain domestic violence and stalking convictions (labeled the "boyfriend loophole" bill), a measure to increase price transparency for prescription drugs, legislation to increase funding for affordable housing, and a bill to support net neutrality. Perhaps the most controversial bill to pass this session eliminated a tax deduction for pass-through businesses, recently established by the federal tax cuts and jobs act. The removal of the state tax deduction will result in an additional \$250 million in state revenue.



The session was not without drama, however, and perhaps the most historic moment had nothing to do with legislation. Senator Jeff Kruse (R-Roseburg), the subject of a sexual harassment investigation, announced his resignation early in session after several weeks of speculation about his future. Accused late last year by two fellow senators of inappropriately touching them, a legislatively-commissioned report found that Kruse had engaged in a pattern of inappropriate behavior over a number of years involving at least ten women. While Kruse initially refused to resign, he eventually succumbed to calls from legislators on both sides of the aisle and tendered his resignation during the second week of session to take place on March 15. Even the resignation itself was not widely supported among Republicans or insiders. Some believed he should not continue to receive the per diem and monthly pay associated with the extended time in office.

As we look towards the 2019 legislative session, which will begin January 22, legislators have several dates circled on their calendars. The most important is the general election on November 6, which will include a Gubernatorial race, five House Congressional races, several statewide office races, 16 senate and 60 house legislative races.

With tremendous legislator turnover, especially in the House, the 2018 election season will be packed with competitive races. Nine Republicans and at least two Democrats have announced that they will not seek re-election, hence the revolving door that has been Oregon's lower chamber will continue to be populated with fresh faces. Additionally, Senator Alan DeBoer (R-Ashland) confirmed what was likely the worst-kept secret in the Capitol when he announced near the end of session that he would not seek re-election. Senator DeBoer's announcement opens up a competitive seat. Expect big spending by both parties as Democrats look to gain a supermajority in the Senate.

In addition, Oregon will face a heated closed primary election on May 15, where political parties will appoint their representatives for the November general election. By the May 6 filing day deadline, ten Republicans have entered the primary for Governor. Front-runner Rep. Knute Buehler is focused on convincing his party he has enough conservative credibility for the candidacy while also remaining appealing enough for general election voters. Beyond the crowded Gubernatorial race, the primary to watch may be in Senate District 24, where former state Representative Shemia Fagan is challenging long-term incumbent Senator Rod Monroe (D-N. Portland). Fagan will enjoy the support of many progressive groups in the state, while Monroe is supported by many business-oriented interests.

Another upcoming key issue is that Senators who secure a seat in this year's election will participate in Oregon's upcoming redistricting process, which takes



place after the 2020 census. Oregon's legislature is responsible for drawing up new district lines and if they are unsuccessful, the Secretary of State assumes the duty. At this time, the Legislature is controlled by the Democratic Party and Republican Dennis Richardson is Secretary of State.

SKT Session Activities

Building off the momentum of a successful 2017 legislative session that saw the passage of a landmark transportation funding package, the 2018 short legislative session yielded some significant victories for Salem-Keizer Transit (SKT) while also passing legislation with mixed impact. The legislature approved SB 1536, which altered SKT's governance model and funding mechanisms in line with the other large mass transit districts in the state, Tri-Met and Lane Transit District (LTD). Working with other transit stakeholders, SKT was able to stave off an attempt to divert part of the transit-dedicated funding statewide payroll tax for other purposes. Having said that, challenges remain, and there will be work to do in future sessions to ensure a healthy and vibrant path for the organization.

Governance Change – SB 1536

Since its inception, Salem-Keizer Transit's governance model has been unique compared to other mass transit districts in the state. In an effort to stabilize transit operational funding, the SKT board has long prioritized securing the approval or authority to implement an employer payroll tax, an option that both LTD and Tri-Met currently have access. While LTD and Tri-Met were granted the authority to implement this payroll tax at their creation, they also have Governor-appointed boards, as opposed to SKT's current elected board. In order to bring SKT's payroll tax authority into direct alignment with LTD and Tri-Met, political efforts and compromise required a similar change to SKT's governance structure.

This is the third session that this bill (or a similar, preliminary idea) has been introduced in the legislature. In previous sessions, efforts from stakeholders stalled the movement of those bills. The chief proponent of those attempts and a strong advocate for SKT, Senate President Peter Courtney (D-Salem), introduced the bill again this session with the intention of passing it through the legislature. Prior to the 2018 session, Courtney met with stakeholders, including CFM, SKT General Manager Allan Pollock, SKT Board President Bob Krebs, the Salem Chamber of Commerce and the City of Salem, to chart a path forward.

After challenging and lengthy negotiations with stakeholders, SB 1536 was amended to include a seven-year moratorium on a payroll tax implementation, and instead of board seats dedicated to specific interests, the bill included a requirement that the Governor consult with 'one or more local business and civic groups' when making a recommendation to fill a vacancy.



With the details worked out, board chair Bob Krebs, Salem Chamber CEO Nick Williams, Salem City Councilor Tom Anderson (a former LTD board member) and Salem Mayor Chuck Bennett, testified in front of the Senate Business and Transportation Committee in support of the bill. The bill passed unanimously out of committee, and then passed off the Senate floor on a 28-0 vote. The bill was assigned to the House Committee on Transportation Policy, and Krebs, Williams and Bennett testified again in support. Some legislators (mainly Republicans) expressed concern with the idea of a Governor-appointed board. Representative Paul Evans (D-Monmouth), a strong SKT supporter, expressed disappointment with the seven-year moratorium, but was happy to see it pass. The bill passed out of committee on a 9-0 vote, and then passed the House floor on a 42-14 vote, with 14 Republicans voting “no” out of concern about a Governor-appointed board. On February 28, the Governor signed the bill into law, and the transition to a Governor-appointed board will begin with the expiration of terms in 2019.

Transportation Package Implementation – HB 4059

As part of HB 2017 (2017 Legislative Session), the landmark transportation package that was passed last session, the Department of Revenue (DOR) was expected to begin collection of a statewide payroll tax dedicated to transit funding on July 1, 2018. Salem-Keizer Transit, and transit districts around the state, had commenced planning for a first distribution of funds from DOR on January 1, 2019. The DOR has notified stakeholders, including SKT, that the first distribution of funds will likely not occur until late Spring or early Summer of 2019, which may push implementation of new services back even further. Efforts continue to monitor and participate in conversations advocating for an earlier distribution of funding to ensure that new and expanded service can begin as early as possible.

House Bill 2017 also established a Joint Committee on Transportation, which met this session to address transportation and transit issues that arose in the interim. One such issue of import to Salem-Keizer Transit was Representative Caddy McKeown’s (D-Coos Bay) desire to secure a funding stream for student transportation. Representative McKeown convened a workgroup that included CFM, SKT, other transit entities, the Department of Education and other education stakeholders, to discuss how to dedicate a portion of the payroll tax dollars to student transportation. Representative McKeown’s initial proposal diverted one percent of the dedicated transit funding to the Department of Education for distribution to school districts for student transportation, including the purchase of activity vehicles. While all transit entities were in agreement that student transportation was of the utmost importance, with many transit districts already expected to dedicate more than one percent of their funding to student transportation, there was tremendous reluctance to start diverting dollars from a funding source that was not even up and running yet. The fear was that the transit funding stream would soon look like the lottery, with many competing



interests all fighting for a pot of money that was originally dedicated to economic development.

CFM and SKT worked with allies to revise the proposal and proposed language that would require transit districts to spend one percent of the money to student transportation, but not diverting any money. Spending such as Salem-Keizer Transit's student bus pass program fulfills that need, and no change should be required on Salem-Keizer Transit's part. SKT and transit advocates were thankful for Rep. McKeown's efforts and were supportive of finding a solution that accomplished the goal of increasing investments in student transit services while also protecting the new transit-dedicated funding source.

HB 4059 also included a provision moving up the implementation date of the transportation package to July 1, 2018. This allows transit districts to begin rolling out projects and investments early, and as long as the new investments meet the requirements of the HB 2017 STIF criteria, they can recoup those dollars during the distribution of payroll tax funds. This is especially important for SKT's potential roll out of youth bus passes and other projects that could be implemented before a single dollar of new funding arrives.

Following those negotiations, the Joint Committee on Transportation passed HB 4059, which fixed this issue and others that had arisen since the passage of HB 2017 in the 2017 legislative session. The bill passed out of committee unanimously, and received overwhelming majorities in both chambers.

Energy Incentive Tax Credit

Salem-Keizer Transit and CFM have worked with stakeholders including League of Oregon Cities (LOC), Association of Oregon Counties (AOC) and the City of Portland to change the law surrounding Energy Incentive Tax Credits (EITC). The EITC was based on a formulary that was improperly administered by the Department of Energy and SKT, along with other non-profit entities, were left with unsellable tax credits. While legislators are in agreement that a fix is needed, the budget impact was such that there was an unwillingness to push for a solution. While CFM and SKT continue to look for answers, other stakeholders have moved on to other issues, and it is no longer a coalition effort. CFM and SKT will work during the interim to re-engage those stakeholders, with the hope of returning in the 2019 session with a workable solution to the problem.

Interim Activities

In preparation for the 2019 legislative session which begins in mid-January, CFM will meet with SKT leadership to develop an interim work plan that takes into account the following issues.



- Transportation Package Rollout
 - Work with Department of Transportation and Department of Revenue to ensure that funds are collected and distributed properly.
- Board Appointment Process
 - Work with the Governor's office to manage the implementation of a new appointed board process.
- Energy Incentive Tax Credit
 - Re-engage local government stakeholders, with a goal of bringing a fix during the 2019 session.

This is not an exhaustive list and CFM expects to add other issues to this grouping once we sit down and develop our priorities.

Salem-Keizer Transit Bill Summaries

[HB 4059A](#)

Summary: Updates the statutes impacted by HB 2017 from last session (the transportation package). It includes a significant number of alterations impacting every section of the original bill and the transit components are outlined above. Takes effect on 91st day following adjournment sine die.

Outcome: Passed – Awaiting signature by the Governor.

[HB 4060](#)

Summary: A backup bill to HB 4059A and served as the vehicle for discussion of potential amendments to the final agreed-upon changes to the transportation package. Modifies and adds laws related to transportation. Takes effect on 91st day following adjournment sine die.

Outcome: Failed – In committee upon adjournment.

[HB 4062B](#)

Summary: Adjusts certain fees imposed by Department of Transportation. Reorganizes laws related to motor vehicle registration, titling, driving privileges and vehicle business certificates. Modifies laws related to transferring vehicle registration plates. Takes effect on 91st day following adjournment sine die.



Outcome: Passed – Awaiting signature by the Governor.

HB 4063B

Summary: Designates Department of Transportation as lead agency for autonomous vehicle programs and policies. Establishes Task Force on Autonomous Vehicles. Assigns duties of task force. Requires task force to report to interim committee on transportation, on or before September 15, 2018, regarding deployment of autonomous vehicles on highways. Allows task force to report to interim committee on transportation, on or before September 15, 2019, regarding long-term effects of autonomous vehicle deployment. Sunsets task force on January 2, 2021. Declares emergency, effective on passage.

Outcome: Passed – Awaiting signature by the Governor.

HB 4064A

Summary: Allows county with large population to use county vehicle registration fee for bridges without distributing portion of fee to cities within county. Takes effect on 91st day following adjournment sine die.

Outcome: Passed and signed into law.

HB 4127A

Summary: Permits contracting agency, in conducting procurement for architectural, engineering, photogrammetric mapping, transportation planning and land surveying services, to consider pricing policies, proposals and other pricing information along with prospective consultant's qualifications in specified circumstances. Takes effect on 91st day following adjournment sine die.

Outcome: Failed – In In committee upon adjournment.

HB 4130A

Summary: Establishes grant program under which Department of Education awards grants to school districts for percentage of certain student transportation costs for which school district does not receive any amount in distributions from State School Fund or any amount related to transit activities. Establishes grant program under which Department of Education awards grants to school districts for percentage of certain



student transportation costs for which school district does not receive any amount in distributions from State School Fund or any amount related to transit activities. Takes effect July 1, 2018.

Outcome: Passed and signed into law.

SB 1509B

Summary: Provides additional exception to prohibition on commercial vehicle idling. Modifies existing commercial vehicle idling exemptions. Permits local governments to regulate idling diesel primary engines in certain circumstances.

Outcome: Failed – In In committee upon adjournment.

SB 1515

Summary: Authorizes formation of children's service districts. Authorizes children's service districts to levy property taxes to fund programs that offer children's services. Defines "children's services" as services that support children's total health and well-being provided outside of school hours to individuals not more than 18 years of age. Provides that, if court holds that revenue funding project is subject to compression under \$5 per \$1,000 of real market value cap for purposes of Ballot Measure 5 (1990) as revenue funding project constituting educational services, children's service district shall discontinue project and shall use revenue for project that does not constitute educational services.

Outcome: Failed – In In committee upon adjournment.

SB 1536A

Summary: Provides that directors of certain mass transit districts be appointed by Governor instead of elected. Provides that current elected directors continue to serve until expiration of their terms, unless earlier discharged by Governor. Eliminates restrictions on methods of financing for certain mass transit districts.

Outcome: Passed and signed into law.

SB 1551B



Summary: Requires person that owns, licenses or otherwise possesses personal information that was subject to breach of security or that received notice of breach of security from another person that maintains or otherwise possesses personal information on person's behalf, to notify consumer to whom personal information pertains and, if number of consumers to whom person must send notice exceeds 250, to Attorney General. Requires person that owns, licenses, has control over or has access to or otherwise possesses personal information and that was subject to breach of security or that received notice of breach of security from another person that maintains or otherwise possesses personal information on person's behalf, to notify consumer to whom personal information pertains and, if number of consumers to whom person must send notice exceeds 250, to Attorney General. Requires person that maintains or otherwise possesses personal information on behalf of another person to notify other person of breach of security. Requires person to give notice in most expeditious manner possible, without unreasonable delay, but not later than 45 days after discovering or receiving notice of breach of security. Requires person, in providing notice, to undertake reasonable measures necessary to determine sufficient contact information for notice recipients, to determine scope of breach of security and to restore reasonable integrity, security and confidentiality of personal information. Provides that if person must notify consumer of breach of security and with notice person offers credit monitoring services or identity theft prevention and mitigation services without charge to consumer, person may not condition provision of services on consumer's providing person with credit card or debit card number or consumer's acceptance of any other service person offers for fee. Requires person to separately, distinctly, clearly and conspicuously disclose to consumer in any offer for additional credit monitoring services or identity theft prevention and mitigation services that person offers for fee that person will charge consumer fee. Prohibits consumer reporting agency from charging consumer fee or collecting from consumer money or item of value for placing, temporarily lifting or removing security freeze on consumer's consumer report, creating or deleting protective record, placing or removing security freeze on protective record or replacing lost personal identification number or password. Modifies standards for safeguarding personal information. Takes effect on 91st day following adjournment sine die.

Outcome: Passed and signed into law.

[SB 1565B](#)



Summary: Requires Oregon Department of Administrative Services to establish pilot program for using reverse auction method for conducting procurement for goods and services. Requires Attorney General, Director of Oregon Department of Administrative Services and Director of Transportation to cooperate in adopting rules for end-to-end electronic procurement system. Specifies minimum contents for rules. Requires state agency to use electronic procurement system in accordance with rules in conducting procurement. Permits contracting agency that is not state agency to choose to conduct procurement using electronic procurement system. Specifies features that pilot program must have. Requires department to regularly report to Governor and Joint Legislative Committee on Information Management and Technology concerning department's implementation of pilot program and to evaluate pilot program and submit final report with results of department's evaluation not later than December 31, 2019. Sunsets program on January 2, 2020. Requires state contracting agency in evaluating competitive proposal to weight proposed contract price at not less than 30 percent of total weight that state contracting agency gives to all factors in final evaluation of proposals. Provides that director or other head of state contracting agency may waive requirement if director or other head determines that waiver is in best interest of state contracting agency. Requires director or other head to report each waiver to Oregon Department of Administrative Services unless state contracting agency is Secretary of State or State Treasurer. Requires Secretary of State and State Treasurer to keep written record of each waiver in procurement file for public contract. Becomes operative January 1, 2019. Takes effect on 91st day following adjournment sine die.

Outcome: Passed and signed into law.



Salem Area Mass Transit District
Board of Directors

~ WORK SESSION ~

March 12, 2018

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

MINUTES

PRESENT: President Robert Krebs; Directors Jerry Thompson, Steve Evans, Marcia Kelley,
Board Kathy Lincoln, Colleen Busch and Doug Rodgers

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; Linda Galeazzi, Executive Assistant; Chris French, Senior Planner; Chip Colby, Information Technology Manager

Guests SAMTD Legal Counsel, Ben Fetherston; Budget Committee members, Chi Nguyen-Ventura and Bill Holmstrom; citizens, Victor Dodier and Randy Morgan

1. CALL TO ORDER **5:34 PM**
President Bob Krebs called the work session to order at 5:34 p.m.

2. DISCUSSION

a. Presentation of Eminent Domain Legal Requirements **5:34 PM**

Staff report: Page 1 of the agenda

Presenter: Ben Fetherston, SAMTD Legal Counsel

Ben Fetherston provided an overview of the acquisition of property or right-of-way from individuals or businesses that are necessary for the completion of major capital projects. Traditional negotiations allows the District and a property owner to complete the transactions in a cooperative business manner. In a case where a parcel is critical to the success and function of a major capital project, and an owner is not willing to negotiate selling a portion of the property, the option of exercising eminent domain may be necessary. Eminent domain involves legal procedural steps that must be followed to ensure all party's issues and concerns are addressed properly throughout the process.

Follow-up: None

b. Service Enhancement - Holidays

5:45 PM

Staff report: Pages 3-4 of the agenda.

Presenter: Chris French, Senior Planner

Mr. French presented a proposal for holiday service levels for “A Better Cherriots,” the 2019 service enhancement project that includes Cherriots Local, LIFT and Regional services. Proposed levels of service for certain holidays were described in a chart on page 4 of the agenda. Factors used to develop the service levels included data from the District’s recent needs assessment survey, service levels of peer agencies that provide holiday service, and the District’s historic ridership data for the holiday service offered from 2004-2007.

Board members considered the historic average weekday ridership for service offered on Veterans Day, Martin Luther King Jr. Day, Presidents’ Day, Labor Day, Memorial Day, and Independence Day; ranging from 73% to 29% respectively.

The Board discussed the needs assessment survey results, ranging from 72% to 40%, from people who said they would ride the bus on the holidays listed above plus Easter Sunday, Thanksgiving, Christmas, and New Year’s Day. Board members took into account that some holidays are big retail days for businesses, and that demographics may have played a part in the comparison of the percentages from the historic data to the data in the needs assessment. Some people that took the survey may have been too young to ride the bus 14 years ago. Holiday service on regional routes at the same level as local service is a concern due to the already low ridership numbers during regular service hours; unless that ridership increases.

Follow-up: Staff will report back on questions asked by Board members: what are the differences operationally and financially to provide Saturday or Sunday service versus weekday service; especially for the holidays with lower percentages. Is there a peer agency with a similar union contract that provides service on Martin Luther King, Jr. Day, for example, and how do their costs compare?

c. Citizens Advisory Committee Membership

6:05 PM

Staff report: Pages 5-8 of the agenda

Presenter: David Trimble, Chief Operating Officer

The Board considered appointments to the Citizens Advisory Committee from a list of submitted applications. A total of eleven (11) applications were received during an eight-week period. One candidate, Jesse Moore, withdrew his application due to a move from the area. The remaining candidates include Frances Bosteder, Laurie Dougherty, John Hammill, Mary Sarabia, Tealah Croner, Robert Coto, Mark Knecht, Rick Hartwig, Patrick Schwab, and Davis Dyer. According to the CAC Bylaws, the committee is composed of

nine members. Members will be appointed by the Board at the March 22, 2018 Board meeting for a term that begins January 1 to December 31. The first meeting of the Citizens Advisory Committee will be Tuesday, April 24.

Follow-up: Staff will notify the candidates by letter once the appointments are made.

3. GENERAL MANAGER COMMENTS

6:28 PM

Staff report: Pages 9-13 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed the draft agenda for the March 22, 2017 board meeting, the Board’s calendar, and upcoming agenda items that will be brought before the Board for action. Mr. Pollock announced that the Special Districts Insurance Services (SDIS) is scheduled for a Board Practices Assessment (BPA) at the June work session. The SDIS facilitates a discussion among board members about their governance practices in key performance areas and ways to improve the outcomes. District boards that complete the BPA are awarded a 2% discount credit for the following year on their SDIS property/casualty contributions.

President Krebs noted that the District installed new bus stop signs in West Salem.

Follow-up: Board members shared the occasions in their schedules that will conflict with upcoming meetings of the board through July.

4. WORK SESSION ADJOURNED

6:38 PM

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



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

March 22, 2018

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar on pages 1-12 of the agenda:	3
1. <u>Approval of Minutes</u>	
a. Minutes of the February 12, 2018 Board Work Session	
b. Minutes of the February 22, 2018 Board Meeting	

Moved to appoint members in Table 1 to the Citizens Advisory Committee for a term that ends December 31, 2019. 4

Position	Board Director	Member	Term
1	Director, Subdistrict #1 Steve Evans	Rick Hartwig	3/22/18 – 12/31/19
2	Director, Subdistrict #2 Colleen Busch	Davis Dyer	3/22/18 – 12/31/19
3	Director, Subdistrict #3 Kathy Lincoln	Laurie Dougherty	3/22/18 – 12/31/19
4	Director, Subdistrict #4 Doug Rodgers	John Hammill	3/22/18 – 12/31/19
5	Director, Subdistrict #5 Jerry Thompson	Mary Sarabia	3/22/18 – 12/31/19
6	Director, Subdistrict #6 Robert Krebs	Tealah Croner	3/22/18 – 12/31/19
7	Director, Subdistrict #7 Marcia Kelley	Roberto Coto	3/22/18 – 12/31/19
8	At-Large	Mark Knecht	3/22/18 – 12/31/19
9	At-Large	Patrick Schwab	3/22/18 – 12/31/19

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

March 22, 2018

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

MINUTES

Board PRESENT	Vice-President Steve Evans; Directors Doug Rodgers, Jerry Thompson, Marcia Kelley, and President Robert Krebs by conference phone.
ABSENT:	Directors Lincoln, Rodgers, and Busch
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; Stephen Custer, Digital Marketing Coordinator; Linda Galeazzi, Executive Assistant; Ben Fetherston, SAMTD Legal Counsel
Guests	Tyler McCully, citizen

- A. CALL TO ORDER AND NOTE OF ATTENDANCE 6:33 PM**
Vice-President Steve Evans called the meeting to order and a quorum was present. Vice-President Evans noted that President Krebs was participating in the meeting by conference phone.
- B. PLEDGE OF ALLEGIANCE** led by Vice-President Evans
- C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA**
There was one change to the agenda. Mr. Pollock advised that Action Item H.1 *Authorize Fixed Route Vehicle Purchase Contract* will be pulled due to an issue with the pre-award audit with the vendor, Gillig. It will be brought back for action at the April board meeting.
- D. PRESENTATION - None**
- E. PUBLIC COMMENT**
Tyler McCully – Address on File
Mr. McCully spoke about riding his three-wheel bike on the Salem streets and being pulled over in Keizer on River Road as a slow moving vehicle in the left-hand lane.



He did not want to put himself in a dangerous situation by bunny-hopping with the bus in the same lane. Mr. Pollock advised that the operation staff will contact him for a better understanding of what he was asking for. He loves the new system and is excited to see what the District has in store for the riders.

F. CONSENT CALENDAR

6:32 PM

Motion: Moved to approve the Consent Calendar on pages 1-12 of the agenda:
2. Approval of Minutes
a. Minutes of the February 12, 2018 Board Work Session
b. Minutes of the February 22, 2018 Board Meeting

Motion by: Director Jerry Thompson
Second: Director Marcia Kelley
Discussion: No items were deferred from the Consent Calendar.
Vote: Motion passed unanimously (4) – Evans, Thompson, Kelley, Krebs

G. ITEMS DEFERRED - None

H ACTION ITEMS

3. Appoint Members to the Citizens Advisory Committee

Staff report: Pages 15-16 in the agenda
Presenter: David Trimble, Chief Operating Officer

Motion: Moved to appoint members in Table 1 to the Citizens Advisory Committee for a term that ends December 31, 2019.

Position	Board Director	Member	Term
1	Director, Subdistrict #1 Steve Evans	Rick Hartwig	3/22/18 – 12/31/19
2	Director, Subdistrict #2 Colleen Busch	Davis Dyer	3/22/18 – 12/31/19
3	Director, Subdistrict #3 Kathy Lincoln	Laurie Dougherty	3/22/18 – 12/31/19
4	Director, Subdistrict #4 Doug Rodgers	John Hammill	3/22/18 – 12/31/19
5	Director, Subdistrict #5 Jerry Thompson	Mary Sarabia	3/22/18 – 12/31/19
6	Director, Subdistrict #6 Robert Krebs	Tealah Croner	3/22/18 – 12/31/19
7	Director, Subdistrict #7 Marcia Kelley	Roberto Coto	3/22/18 – 12/31/19
8	At-Large	Mark Knecht	3/22/18 – 12/31/19
9	At-Large	Patrick Schwab	3/22/18 – 12/31/19

Motion by: Director Jerry Thompson
Second: Director Marcia Kelley
Vote: Motion passed unanimously (4) – Evans, Thompson, Kelley, Krebs



I. INFORMATION ITEMS - None

J. BOARD AND MANAGEMENT ISSUES

1. General Manager

Mr. Pollock reported that he, with President Krebs and Director Busch attended the APTA Legislative Session in Washington D.C. on March 17-21. They encountered a winter storm that closed the airport so their flights back to Portland were delayed. They will report on their trip at the April Board meeting.

Mr. Pollock announced that Trip Choice has partnered with the Salem Art Association to display the artwork done by middle and high school students for the District's Calendar Art Contest. The display is being featured at Bush Park and is free through April 21st. He said that Friday, March 16th was also Transit Operator and Maintenance Appreciation Day. He thanked these front line employees for their hard work and dedication.

2. Board of Directors

6:45 PM

President Krebs noted that he will provide a report of his trip to the APTA Legislative Conference at the April board meeting. He got off the phone at 6:46 p.m.

Vice-President Evans, and Directors Thompson and Kelley gave an account of their transit-related Board and community service activities for the month of March.

K. Meeting Adjourned

6:50 PM

Respectfully submitted,

Robert Krebs, President



BOARD MEETING MEMO

Agenda Item F.2.a

To: Board of Directors

From: Chris French, Senior Planner
Steve Dickey, Director of Transportation

Thru: Allan Pollock, General Manager

Date: April 26, 2018

Subject: May 2018 Service Change Briefing

ISSUE

Shall the Board receive a briefing regarding changes to Cherriots fixed route service beginning May 7, 2018?

BACKGROUND AND FINDINGS

Service Changes

Every four months in January, May and September, service changes are implemented based on input from customers, transit operators, Cherriots employees, and performance monitoring results. Here is what is changing on May 7, 2018.

Route 23 - Lansing / Hawthorne

Slightly modified scheduled times throughout the day

Tweaks to runtime between scheduled stops (time points) based on data collected on the current Route 23. Shifts some layover and recovery time to the Kroc Center to help with on-time performance to allow for better pulsing at the Downtown Transit Center (e.g. buses scheduled to arrive at :50 instead of :45).

Route 10X - Woodburn / Salem Express

- Modified trip times

Three trips in each direction will shift departure or arrival times. In a couple of cases, this will mean pulling trips off the 30-minute pulse. All trips will still pulse with 15-minute service. Additionally, schedule times throughout the day will shift slightly to help keep the bus on time.

Salem Downtown TC to Woodburn

- The 9:45 a.m. departure is moving to 9:30 a.m.
- The 12 p.m. departure is moving at 12:30 p.m.
- The 5:30 p.m. departure is moving to 5 p.m.

(Moving to help commuters who work in downtown Salem.)

Woodburn to Salem Downtown TC

- The 9:20 a.m. arrival is moving to 9:35 a.m.
- The 11:50 a.m. arrival is moving to 12:20 p.m.
- The 5:20 p.m. arrival is moving to 4:50 p.m.

Route 20X - N. Marion County / Salem Express

- Modified trip times

A trip to Woodburn via Silverton and two trips to Salem will shift departure or arrival times. In one case, this will mean pulling trips off the 30-minute pulse. All trips will still pulse with 15-minute service. Additionally, scheduled times throughout the day will shift slightly to help keep the bus on time.

Salem Downtown TC to Woodburn via Silverton

- The 12:00 p.m. departure is moving to 11:15 a.m.

Woodburn via Silverton to Salem Downtown TC

- The 2:20 p.m. arrival is moving to 1:50 p.m.
- The 7:50 p.m. arrival is moving to 8:20 p.m.

FINANCIAL IMPACT

Information only.

RECOMMENDATION

Information only.

PROPOSED MOTION

Information only.



To: Board of Directors
From: Paula Dixon, Director of Administration
Thru: Allan Pollock, General Manager
Date: April 26, 2018
Subject: Labor Agreement 2018-2021

ISSUE

Shall the Board approve a three year labor agreement with Amalgamated Transit Union 757 for the period July 1, 2018 through June 30, 2021?

BACKGROUND AND FINDINGS

Amalgamated Transit Union 757 is the official bargaining representative for transit operator and maintenance staff. Per the requirements of labor agreement, staff and union representatives began meeting in October 2017 regarding a successor contractor for the contract that would be expiring June 30, 2018.

After five months of bargaining, the District and the Union jointly requested mediation assistance in resolving the final issues of the contract. The mediation was held on March 29, 2018 and the parties reached a tentative agreement that day. The bargaining unit ratified the agreement on April 9, 2018. The Board will meet in Executive Session to review the negotiated agreement with legal counsel prior to the April 26, 2018 Board meeting.

FINANCIAL IMPACT

No impact for FY2018; future year impacts will be incorporated through the budget process.

RECOMMENDATION

Staff recommends approval of the negotiated agreement.

PROPOSED MOTION

I move that the Board approve a three year labor agreement with ATU 757 for the period July 2018 through June 2021.



BOARD MEETING MEMO

Agenda Item H.2

To: Board of Directors

From: Chris French, Senior Planner
Stephen Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: April 26, 2018

Subject: Property Designation for the South Salem Transit Center

ISSUE

Shall the Board adopt Resolution No. 2018-02 authorizing Salem Area Mass Transit District (SAMTD) to acquire by purchase or by the exercise of the power of eminent domain certain real property necessary for construction of the South Salem Transit Center project?

BACKGROUND AND FINDINGS

Salem Area Mass Transit District ("District") is proceeding with the development and completion of South Salem Transit Center (SSTC) project. As part of this project there is a need to acquire property from the current property owner. This process can happen in one of two ways. In an ideal setting, traditional negotiations would allow the District and the property owner to complete the transactions in a cooperative negotiation process. In other cases a property owner may not be willing to negotiate selling a portion of their property to the District for the purpose of completing the SSTC, and when this occurs, the option of exercising eminent domain will be necessary to acquire the property.

In either case, the District must first declare by resolution that the parcel is critical to the success and function of the project. Resolution No. 2018-02 provides the legal basis for making this declaration.

Ben Fetherston, legal counsel for the District will guide the District through the process of acquiring the property identified in Resolution No. 2018-02, whether through a negotiated purchase, or through the eminent domain process.

FINANCIAL IMPACT

The fiscal impact will be the final negotiated price of the real estate acquired for this project. The appraised valuation provided by Powell Banz Valuation on April 20, 2017 was \$787,000. The funds designated for payment in the property acquisition are a from a combination of a \$1,000,000 Connect Oregon grant, and a \$350,000 STP transfer to FTA section 5307 that was awarded through the Salem Keizer Area Transportation Study (SKATS).

RECOMMENDATION

Staff recommends the Board adopt Resolution No. 2018-02 authorizing Salem Area Mass Transit District to acquire by purchase or by the exercise of the power of eminent domain certain real property necessary to construction of the South Salem Transit Center project.

PROPOSED MOTION

I move that the Board adopt Resolution No. 2018-02 authorizing Salem Area Mass Transit District to acquire by purchase or by the exercise of the power of eminent domain certain real property necessary for construction of the South Salem Transit Center project.

RESOLUTION NO. 2018-02

**RESOLUTION OF THE SALEM AREA MASS TRANSIT DISTRICT (SAMT)
AUTHORIZING SAMT TO ACQUIRE BY PURCHASE OR BY THE EXERCISE OF
THE POWER OF EMINENT DOMAIN CERTAIN REAL PROPERTY NECESSARY
TO CONSTRUCTION OF THE SOUTH SALEM TRANSIT CENTER PROJECT**

WHEREAS, ORS 267.200(2) and ORS 267.225(2) authorize and empower SAMT to acquire by condemnation, purchase, lease, devise, gift or voluntary grant real and personal property or any interest therein located inside the boundaries of SAMT; and

WHEREAS, the South Salem Transit Center Project (“Project”) is a transit center project designed to accommodate transportation needs in the Salem-Keizer metropolitan area; and

WHEREAS, ORS 35.235 requires the SAMT Board of Directors (“Board”), after first declaring by resolution the necessity of the acquisition of real property and the purpose for which it is required, to attempt to agree with the owner of said real property with respect to compensation to be paid therefore, and the damages, if any, for the taking thereof; and

WHEREAS, for the accomplishment of the Project, it is necessary that SAMT have the immediate right of possession to certain parcels of real property described in this Resolution;

NOW, THEREFORE, BE IT RESOLVED:

1. That for the accomplishment of the planned Project there is needed and required certain interests in or fee simple title to certain real property. The parcel(s) of real property or particular interests therein needed and required for the planned Project are specifically described in the attached Exhibit A by name of the record owner or reputed owner, tax lot number, and legal description, and said Exhibit A is by this reference hereby adopted and made a part hereof as completely and fully as though set forth in full herein.
2. That the Project is necessary for the public interest, and has been planned, designed, located and will be constructed in a manner that will be most compatible with the greatest public good and the least private injury.
3. That the immediate possession of the parcel(s) is necessary.
4. That SAMT staff is authorized and directed to make attempts to agree with the owner of the property and any other persons in interest as to the compensation to be paid for the property and damages, if any, for the taking thereof, and the General Manager or his designee is authorized to make a binding offer for such compensation.
5. That the Board hereby ratifies all offers to purchase all rights, title and interest that have been previously made in connection with the Project.
6. That in the event no satisfactory agreement can be reached, SAMT staff, through its legal counsel, is authorized to commence and prosecute to final determination such proceedings as may be necessary to obtain immediate possession and acquire the property; and SAMT staff, through its legal counsel, is further authorized to make such stipulations, agreements, or

admissions in the course of such proceedings as may, in counsel's judgment, be in the best interests of SAMT.

7. That the parcel(s) so acquired are to be used for the Project within 10 years from the date of acquisition by SAMT, unless the right of repurchase has been waived by the owner.
8. That there is hereby authorized the creation of a fund in the amount estimated to be the just compensation for such property which shall, to obtain possession of the property, be deposited with the clerk of the Court in which the action is commenced for the use by the defendants in the actions.
9. That the General Manager or his designee is authorized to execute the necessary documents on behalf of the Board in a form approved by SAMT's legal counsel.

Dated: _____, 2018

Attest:

Presiding Officer

Recording Secretary

Approved as to Legal Sufficiency:

Legal Department

EXHIBIT A
SAMT RESOLUTION NO. 2018-02

Owner: Wal-Mart Real Estate Business Trust, a Delaware business trust
Site Address: 5250 Commercial St SE, Salem, Oregon
Tax Account: R75403
Map No.: 083W14BC00100

Legal Description:

Fee Interest:

Commencing at the Southwest corner of Lot 1, Kilgore Heights as recorded in Marion County Book of Town Plats, Volume 45, Page 42, located in the Northwest quarter of Section 14, Township 8 South, Range 3 West, of the Willamette Meridian, City of Salem, Marion County, Oregon; thence along the North Right of Way of Baxter Road Southeast (County Road 827), North 89° 48' 30" West 501.60 feet to the True Point of Beginning; thence along said North Right of Way North 89° 48' 30" West 263.56 feet to the East Right of Way of Commercial Street Southeast; thence along said East Right of Way North 24° 35' 13" West 451.62 feet; thence North 65° 24' 47" East 62.00 feet; thence South 89° 33' 03" East 60.00 feet; thence South 24° 43' 46" East 400.00 feet; thence South 89° 28' 30" East 168.00 feet; thence South 00° 11' 30" West 73.00 feet to the True Point of Beginning and containing 1.52 acres, more or less.

Permanent Non-exclusive Ingress and Egress Easement Interest:

Commencing at the Southwest corner of Lot 1, Kilgore Heights as recorded in Marion County Book of Town Plats, Volume 45, Page 42, located in the Northwest quarter of Section 14, Township 8 South, Range 3 West, of the Willamette Meridian, City of Salem, Marion County, Oregon; thence along the North Right of Way of Baxter Road Southeast (County Road 827), North 89° 48' 30" West 469.99 feet to the True Point of Beginning; thence North 00° 11' 30" East 73.00 feet; thence North 89° 48' 30" West 42.00 feet; thence South 00° 11' 30" West 73.00 feet to the North Right of Way of Baxter Road Southeast; thence along said right of way South 89° 48' 30" East 42.00 feet to the Point of Beginning and containing 3,066 square feet, more or less.

Temporary Construction Easement Interest:

Commencing at the Southwest corner of Lot 1, Kilgore Heights as recorded in Marion County Book of Town Plats, Volume 45, Page 42, located in the Northwest quarter of Section 14, Township 8 South, Range 3 West, of the Willamette Meridian, City of Salem, Marion County, Oregon; thence along the North Right of Way of Baxter Road Southeast (County Road 827), North 89° 48' 30" West 501.60 feet; thence North 00° 11' 30" East 73.00 feet to the True Point of Beginning; thence North 00° 11' 30" East 30.00 feet; thence North 89° 48' 30" West 148.86 feet; thence North 24° 43' 46" West 399.91 feet; thence North 89° 33' 03" West 95.25 feet; thence North 24° 35' 12" West 105.07 feet; thence South 65° 24' 47" West 60.01 feet to a point on the East right of way of Commercial Street Southeast; thence along said right of way South 24° 35' 13" East 139.11 feet; thence North 65° 24' 47" East 62.00 feet; thence South 89° 33' 03" East 60.00 feet; thence South 24° 43' 46" East 400.00 feet; thence South 89° 28' 30" East 168.00 feet; thence South 00° 11' 30" West 73.00 feet to the Point of Beginning and containing 27,462 square feet, more or less.



BOARD MEETING MEMO

Agenda Item H.4

To: Board of Directors

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

Thru: Allan Pollock, General Manager

Date: April 26, 2018

Subject: Formation of a Board Subcommittee for the 99E Corridor Planning Project

ISSUE

Shall the President appoint Board members to a subcommittee to work with the City of Canby City Council and its Transit Advisory Committee on issues pertaining to the 99E corridor planning project?

BACKGROUND AND FINDINGS

The purpose of the 99E corridor planning project is to explore service options that could increase the opportunities for transit travel along the 99E Corridor, between Oregon City and Salem. Transit service on Highway 99E is currently provided by Canby Area Transit (CAT) and Cherriots. The routes for the two agencies end at the same stop in Woodburn.

The 99E corridor planning project is funded primarily by a transit network grant from the Oregon Department of Transportation (ODOT), and by Cherriots and the City of Canby.

The purpose of the Board Subcommittee for the 99E corridor planning project is to receive a presentation from Jarrett Walker and Associates (JWA) that presents alternatives that have been developed. The Subcommittees' feedback will be instrumental in the recommendations prepared by JWA in their final report for the project which is scheduled to be presented to the SAMTD Board at the June 28, 2018 Board meeting.

FINANCIAL IMPACT

There is no financial impact to this decision.

RECOMMENDATION

Staff proposes that the Board President appoint members of the Board to establish a subcommittee for the 99E corridor planning project as described above.

PROPOSED MOTION

I appoint the following Board members to the 99E corridor planning project subcommittee: Directors _____.



To: Board of Directors

From: Matt Berggren, Transit Planner II
Chris French, Senior Planner

Thru: Allan Pollock, General Manager

Date: April 26, 2018

Subject: Summary of the 2018 Public Engagement Report for A Better Cherriots

ISSUE

Shall the Board receive the 2018 Public Engagement Report?

BACKGROUND AND FINDINGS

On January 25, 2018, the Board directed the General Manager to conduct outreach on the proposed September 2018 service changes; and to share the proposed plan to enhance service in September 2019 in response to House Bill 2017. The public engagement period took place from Tuesday, February 13, through Friday, March 16. During this period, Cherriots staff shared the 2018-2019 service proposal for A Better Cherriots with the public both online and at in-person events. Staff asked members of the public to fill out a feedback form after reviewing the proposal to gather ideas for changes.

This memo includes a high-level overview of who we heard from and what we heard. Please see the attached 2018 Public Engagement Report for more details.

Who we heard from

656 riders and community members filled out a feedback form

- 19% in person and 81% online
- 91% ride the bus; 54% ride four or more times per week
- 88% live in the Salem-Keizer area

What we heard

Overall

Respondents generally had a positive attitude about the proposed change. However, 21% specially asked for Phase II to begin sooner.

Phase I – September 2018

Only 5% of respondents did not like the proposed changes for Phase I. About 29% were neutral or unsure, and 65% liked the proposal. Highlights:

- Buses should be parked even closer to one another at Chemeketa Community College
- Walmart/Costco/Ryan Drive need to maintain bus service, and Mission needs 30-minute service in both directions
- Route 11 should operate closer to Houck Middle School, WinCo, and Shopko

Phase II – September 2019

Similar to Phase I, only 4% of respondents did not like the proposed changes for Phase II. About 4% were neutral or unsure, and 92% liked the Phase II proposal. Highlights:

- **Saturdays**
 - Service should operate on more routes on Saturday
(Routes mentioned at least once: 6, 22, 23, and 27)
- **Sundays**
 - Service should operate on more routes on Sunday
(routes mentioned at least once: 6, 9, 14, 22, 23, and 27)
 - Some routes with hourly Sunday service should run every 30 minutes
(routes mentioned at least once: 2, 8, 19, and 21)
- **Later evenings**
 - Service should run later in the evenings on more routes
(routed mentioned at least once: 9 and 10X)
 - Midnight should be the latest routes run, not 11 p.m.
 - Some are concerned about routes ending at different times
- **Route 1X**
 - Midday service is needed on Route 1X
- **Holidays**
 - Service should not operate on Thanksgiving and Christmas

Next steps

- **April 2018** - Finalization of plan for September 2018
- **May 2018** - Board review of final plan for September 2018
- **June-Sept. 2018** - Implementation of plan for September 2018
- **TBD** – Finalize plan for September 2019 and refer to the Cherriots State Transportation Improvement Fund Advisory Committee (STIFAC)

FINANCIAL IMPACT

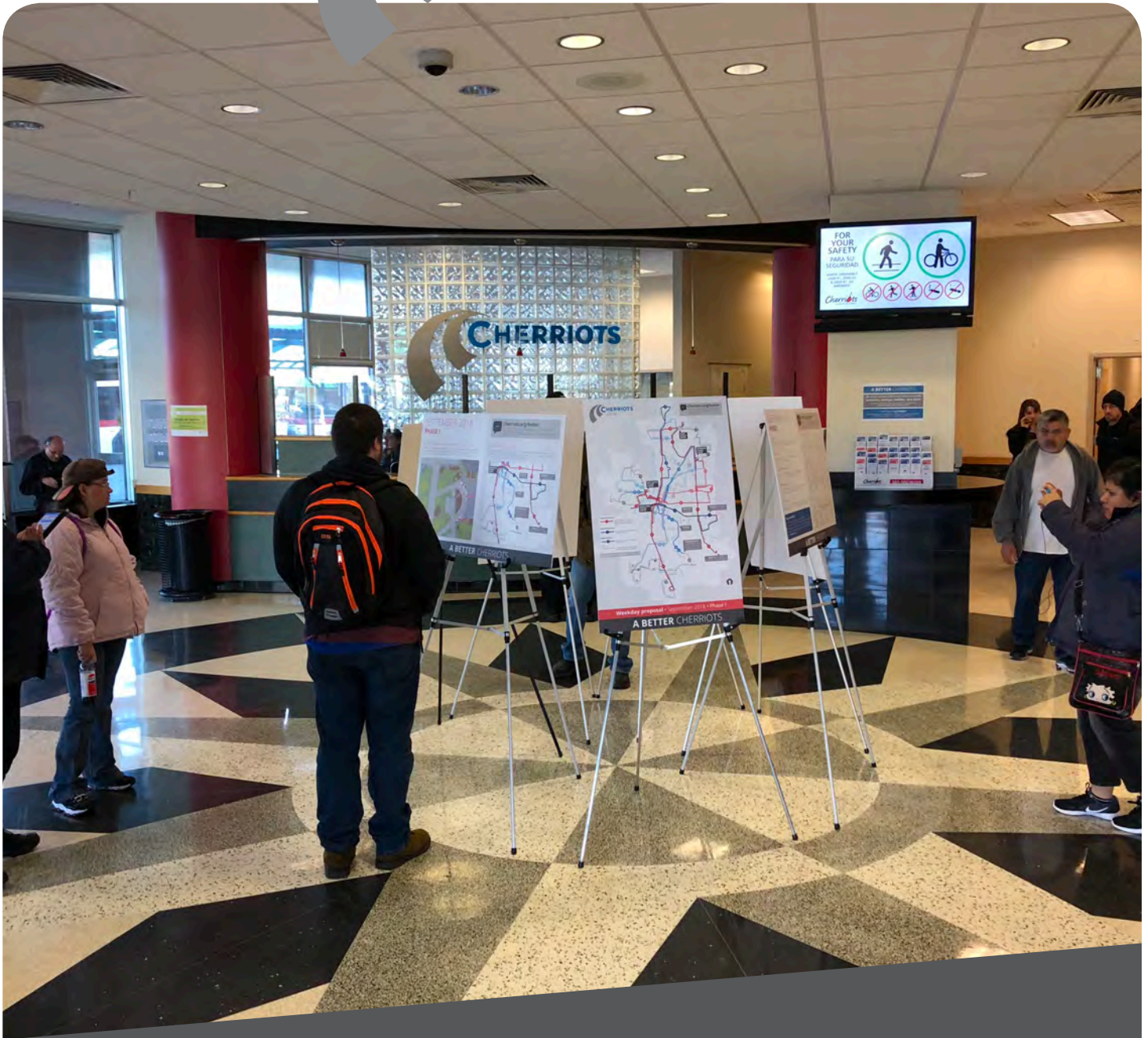
Information only

RECOMMENDATION

Information only

PROPOSED MOTION

Information only



2018 PUBLIC ENGAGEMENT REPORT

MARCH 2018



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1. Introduction

1.1 Project overview

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.

In November 2017, Cherriots staff conducted a needs assessment. In addition to analyzing shifts in population and travel demand, staff conducted a rider and community survey and a survey of Cherriots frontline employees.

Based on the result of the needs assessment, staff developed a service proposal with proposed changes to service in September 2018 and September 2019.

1.2 Overview of proposal

1.2.1 Phase I – September 2018

- **Transferring at Chemeketa Community College (CCC):** A new bay on Satter Dr. and rerouting for Routes 3, 12, and 13.
- **Rerouting in SE Salem:** Increasing Route 4 to 30-minute service, extending Route 11 to Marion County Correctional Facility, rerouting Route 7 to 25th, Madrona Avenue, and Fairview Industrial Drive, and eliminating Route 24.

1.2.2 Phase II – September 2019

- **Saturdays:** Service on most local and regional routes, and Cherriots LIFT.
- **Sundays:** Service on most local routes and Cherriots LIFT.
- **Later evenings:** Some local routes and Cherriots LIFT would operate later on weekdays, either until 10 p.m. or 11 p.m.
- **More weekday round trips:** Weekday round trips would be added to routes 10X and 40X during peak commute times, and a midday round trip on Route 1X.
- **Holidays:** Bus service and Cherriots LIFT would operate on most holidays. Service levels would vary depending on the holiday.

1.3 Public Engagement Report

The service proposal was brought to the public for their input. This report discusses what we did to reach our intended audiences, who we heard from and what we heard from them during the engagement period, as well as next steps in the service planning process.

What we did

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**Who we heard
from**

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What we heard

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2. What we did

The primary outreach period took place from Tuesday, February 13, through Friday, March 16. Staff produced a print and web version of the service proposal. A feedback form was developed both in print form and online to gather feedback on the proposal. These materials were developed in both English and Spanish.

2.1 Audiences

Riders and frontline employees are two of the primary audiences. Additionally, Cherriots reaches out to partners. Partners are external organizations that work with Cherriots to help advance opportunities and conditions for travelers to use alternatives to driving alone. These partners can help get the service proposal in the hands of more community members, which in turn helps Cherriots receive more input. Types of partners include:

- *Civic groups* - Organizations whose official goal is to improve neighborhoods through volunteer work by its members
- *Education* - Education foundations, school districts, middle and high schools, colleges, universities, and student associations
- *Faith community* - Community churches, houses of worship, and leadership foundations
- *Government* - Council of governments, counties, and city governments
- *Latino and other minority groups* - Groups focused on promoting equity and inclusiveness, including business alliances, institutes, and associations
- *Local business* - Small businesses, corporations, hospitals and clinics, business associations, and chambers of commerce
- *Neighborhood associations* - All neighborhood associations in Salem, Keizer, and nearby areas
- *News media and bloggers* - Newspapers, radio stations, and local blogs
- *Social services and nonprofits* - Organizations that provide social services and other services to the community without making a profit
- *Transit agencies* - Neighboring transit agencies that connect with Cherriots service
- *Tribes* - The local tribes in the area are The Confederated Tribes of Grand Ronde and The Confederated Tribes of Siletz Indians

2.2 Engagement strategies

Below is an outline of the engagement strategies staff used to reach the audiences listed above to get feedback on the proposal.

2.2.1 Promoting online

- Email blasts to subscribers and partners
- Social media posts on Facebook, Twitter, Instagram, and LinkedIn
- Project webpage
- Featured item on Cherriots home page linking viewers to project webpage

2.2.2 Promoting over the phone

- Phone queue announcements (customer service)
- Discussions with callers (call center)

2.2.3 Promoting on buses

- Internal bus ads
- Take-one fliers
- Automated onboard announcements

2.2.4 Promoting at transit centers

- Posting in the customer service lobby
- Sandwich boards (DTC, KTC, WSTC, CCC)
- Monitor ads on screens at DTC and KTC

2.2.5 Promoting in the community

- Fliers posted on community bulletin boards and in other strategic locations
- Newspaper ads in local newspapers

2.2.6 Inviting the public to events

- Open houses hosted by Cherriots staff throughout the region

2.2.7 Going directly to the public

- Staffing information tables with print materials and posters
- Presentations at community meetings
- In-person announcements at community meetings

2.3 In-person outreach details

Below are more details on scheduled in-person outreach.

2.3.1 Open houses

- **Downtown Transit Center** – Tuesday, February 13, 6-8 p.m.
- **Keizer Transit Center** – Thursday, February 15, 6-8 p.m.
- **Roth’s West Salem** – Tuesday, February 20, 6-8 p.m.
- **South Salem Senior Center** – Wednesday, February 21, 4-6 p.m.
- **Woodburn Chemeketa Community College** – Thursday, March 1, 1-3 p.m.
- **Stayton Library** – Wednesday, March 7, 6-8 p.m.
- **Western Oregon University** – Tuesday, March 13, 11:30 a.m. – 1:30 p.m.
- **Gates Fire Hall** – Wednesday, March 14, 6-8 p.m.

2.3.2 Tabling events

- **Broadway Coffee** – Wednesday, February 21, 9 am. – 12 p.m.
- **CCC Free Speech Table** – Thursday, March 8, 9 a.m.-12 p.m.
- **Center 50+** - Tuesday, March 13, 10 a.m. – 1 p.m.
- **McKay High School Community Town Hall** – Thursday, March 8, 7-8:30 p.m.
- **Downtown Transit Center**
 - Wednesday, February 14, 6:30-8:30 a.m. and 2:30-4:30 p.m.
 - Wednesday, February 21, 8:30-10:30 a.m. and 4:30-6:30 p.m.
 - Wednesday, March 7, 10:30 a.m.-12:30 p.m. and 6:30-8:30 p.m.
 - Wednesday, March 14, 12:30-4:30 p.m.

2.3.3 Presentations

- **Employee Transportation Coordinators (ETC) Luncheon** – Thursday, March 1
- **Special Transp. Fund Advisory Committee (STFAC)** – Tuesday, March 6

2.3.4 In-person announcements

- **Church as Neighborhood (CaN) Center** – Wednesday, March 7
- **Community Partners of East Salem** – Thursday, February 15
- **Edgewater Partnership** – Wednesday, February 28
- **Emergency Housing Network** – Thursday, March 8
- **Greeters**
 - *Salem Chamber Greeters* – Friday, February 16
 - *Keizer Chamber Greeters* – Tuesday, February 20
- **Latino Business Alliance** – Thursday, March 8
- **Marion County Development Disability Meeting** – Wednesday, March 7
- **Neighborhood Association Meetings in Salem and Keizer**
Attended by Board members

- **North Neighbors** – Wednesday, March 14
- **Salem for Refugees** – Monday, March 5
- **Service Integration Teams**
 - *Santiam Canyon* – Tuesday, February 27
 - *North Salem* – Wednesday, March 7
 - *West Salem* – Friday, March 9
 - *Stayton-Sublimity* – Thursday, March 8
 - *Silverton* – Wednesday, March 7
 - *Woodburn* – Tuesday, March 13
 - *Dallas* – Wednesday, March 7
 - *Independence-Monmouth* – Wednesday, March 14
- **Senior Lifestyles Meeting** – Wednesday, March 14
- **Senior Service Networking** – Wednesday, February 28
- **South Salem Connect** – Wednesday, February 21



Cherriots staff walking riders through the proposal for A Better Cherriots at a tabling event at the Downtown Transit Center.

3. Who we heard from

3.1 Total responses

In total, **656 riders and community members filled out a feedback form**. This is less than the 2,852 surveys collected during the 2017 needs assessment period. However, that was expected since the estimated time to complete the needs assessment survey was **four minutes** and the estimated time to complete the service proposal feedback form was **eight minutes**.

The primary difference between the needs assessment survey and the feedback form for the service proposal for A Better Cherrits was the needs assessment survey required respondents to simply answer mostly multiple choice questions about what their needs were, and the feedback form required people to review a full service change proposal and give an open-ended response.

3.2 Where we collected the response

Outreach was conducted both in person and online. Of those who filled out the feedback form, **19% were in person** and **81% were online**.

There are two likely reasons only 19% of feedback forms were collect in person versus 36% of surveys for the 2017 needs assessment.

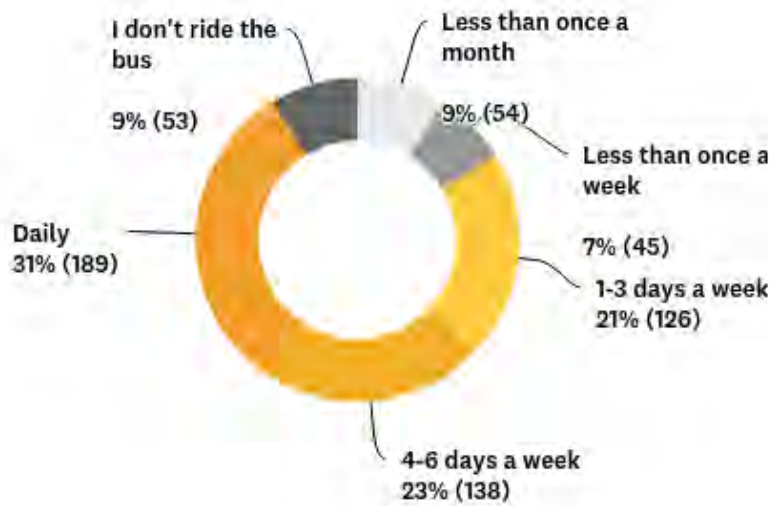
1. Most riders who expressed a positive opinion of the service proposal in person chose not to fill out a feedback form.
2. During the 2017 needs assessment period, staff placed surveys onboard the buses. This strategy was not used during the public engagement period because staff wanted riders and community members to learn about the full proposal before they responded to how they felt about it.

Online riders could take as much time as they needed to read the proposal before filling out their feedback forms, and at in-person events staff were available to walk riders through the proposal. The same would not have been the case onboard buses.

3.3 How often they ride

Of those who filled out a feedback form, 75% ride a Cherriots bus at least once a week. About 17% of respondents ride less than once a week. Nine percent of respondents do not ride the bus at all (Figure 3-1).

Figure 3-1. How often respondents ride Cherriots

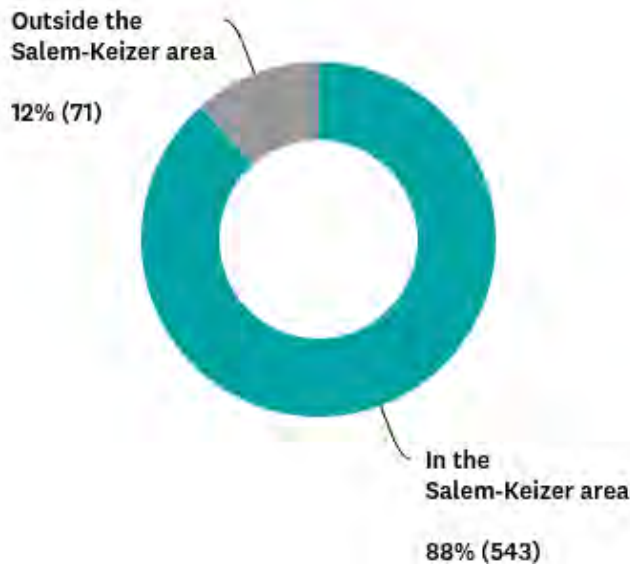


n=605

3.4 Where they live

We asked riders where they live to ensure we were hearing not just from those in the Salem-Keizer area, but also those in the rest of Marion and Polk counties. Of those who filled out a feedback form, 88% lived in the Salem-Keizer area and 12% lived outside the Salem-Keizer area (Figure 3-2).

Figure 3-2. Where respondents live



n=614

4. What we heard

4.1 Overall

Respondents generally had a positive attitude about the proposed changes, in particular when it comes to weekend and expanded evening service. However, many (21%) expressed their wish for Phase II to begin in Sept. 2018 when Phase I is slated to go into effect.

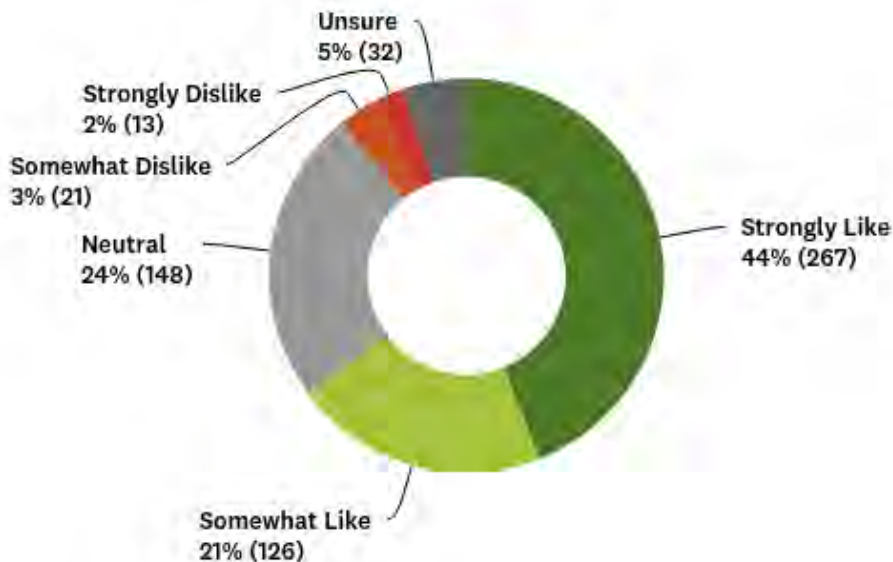
This is not a surprise to staff as it is impossible to understate the overwhelming need for expanded service on weekends and weekday evenings. The unfortunate reality, however, is that funding is not available for expanded service on this level until 2019.

4.2 Phase I – September 2018

Transferring at Chemeketa CC (Rts. 3, 12, 13) and rerouting in SE Salem (Rts. 4, 7, 11, 24)

Overall, respondents either liked the proposed changes or felt neutral or unsure because the change did not affect routes they rode. Only 5% of riders did not like the proposed changes (Figure 4-1).

Figure 4-1. How respondents feel about Phase I (Sept. 2018) of the proposal for A Better Cherriots



n=607

Of those who answered what they would change about the proposal, there are few themes that stood out, as presented on the following page.

4.2.1 Transferring at Chemeketa Community College

Even though transferring at Chemeketa Community College will become easier with the proposed change, a number of riders expressed a desire to see the buses parked even closer together.

Staff comments: There is a clear need for a larger capital project to build a more expansive and robust transit center at Chemeketa Community College.

4.2.2 Walmart/Costco/Ryan Dr and 30-min. inbound service on Mission

Very few respondents expressed excitement at the prospect of 30-minute outbound service on Fairview Industrial Drive.

Instead, many respondents were upset that there would be no bus service near Walmart on Turner Road, Costco on Hawthorne, and the medical facilities on Ryan Drive. Additionally, respondents continued to express frustration with service on Mission being every 30 minutes in the outbound direction but only every hour in the inbound direction.

Staff comments: There is clearly a need for service to Walmart, Costco, and Ryan Drive, as well as 30-minute inbound service on Mission. Although these areas are challenging to serve, staff should prioritize them over expanded service to Fairview Industrial Drive at the moment.

4.2.3 Route 11 access to Houck Middle School, Winco, and Shopko

Some riders are concerned about Route 11 no longer directly serving Houck Middle School, Winco, and Shopko.

Staff comments: Although Route 11 will no longer serve bus stops directly in front of Houck Middle School, Winco, and Shopko, riders will still be able to access all these places via the Route 11 stops at Lancaster @ Rickey. Lancaster and Rickey is a signalized intersection, which will help facilitate safe crossings. The walk to Houck Middle School is less than a half mile (10 minutes) and the walk to Winco and Shopko is around a quarter of a mile (5 minutes).

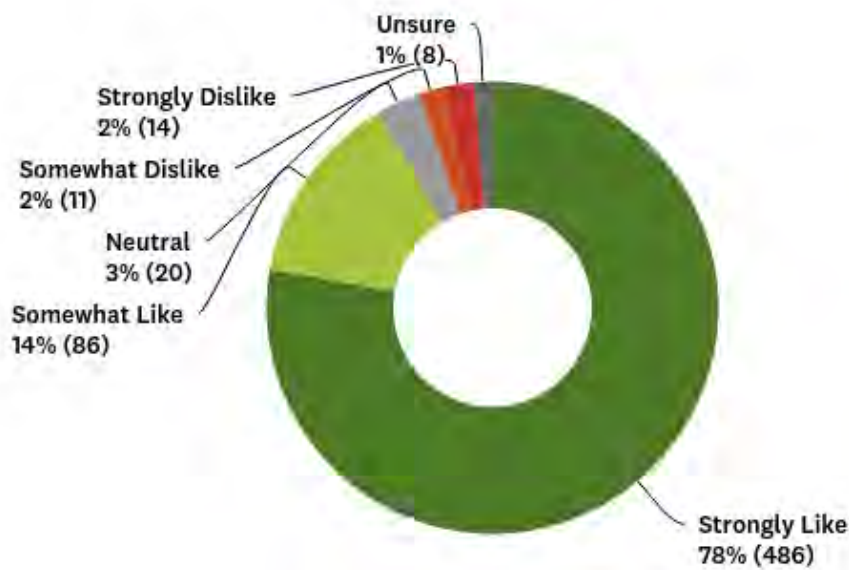
Additionally, riders will still be able to access Houck Middle School, Winco, and Shopko every 30 minutes with the improved Route 4. Riders can transfer from Route 11 to Route 4 (and vice versa) at State and Lancaster if they want to avoid the walk.

4.3 Phase II – September 2019

Saturdays, Sundays, weekday trips, weekday evenings, and holidays

Opinions of the Phase II proposal were overwhelmingly positive. Unlike opinions of Phase I, only 4% of respondents felt neutral or unsure of the proposal. A commanding **92% of respondents like the Phase II proposal**. Only 4% of respondents had a negative opinion of the proposal (Figure 4-2).

Figure 4-2. How respondents feel about Phase II (Sept. 2019) of the proposal for A Better Cherriots



n=625

The positive support for the Phase II proposal is not surprising as it is based on the results of the 2017 Needs Assessment and it represents a major expansion of service with no cuts to current service. However, it is important for Cherriots staff to ensure this is the best use of the new funds.

Based on the open-ended questions asking respondents what they would change about the proposal, on the next page are some themes that emerged.

4.3.1 Additional Saturday service

There were a number of calls for additional service on Saturday. More than one respondent called for service to run on routes 6, 22, 23, and 27. A few riders want service on Saturdays to run at weekday levels.

Staff comments: It would not be possible to run service at weekday levels on Saturdays without abandoning most of the other parts of Phase II (Sundays, weekdays evenings, holidays, etc.). Staff will consider whether other routes should run on Saturday based on available funds and projected ridership.

4.3.2 Additional Sunday service

There were also calls for additional service on Sundays. More than one respondent called for service to run on routes 6, 9, 14, 22, 23, and 27. There were also a few calls for routes to run more frequently than every hour on Sundays. Route 21 needing 30-minute service was mentioned three times. Routes 2, 8, and 19 were also brought up.

Staff comments: Staff will consider whether more routes should run on Sunday based on available funds and projected ridership. We will also consider increased frequency on some routes in the core network on Sundays.

4.3.3 Additional weekday evening service

A few riders expressed concern about the plan to stagger end times for routes on weekday evenings, as well as the fact that frequency will drop throughout the evenings. In particular, a couple of riders want later service on routes 9 and 10X. Six riders want weekday evening service to extend until midnight instead of 11 p.m.

Staff comments: The reason for staggering end times of routes and reducing frequency throughout the evening is to ensure we aren't running empty buses late at night when we could be using those resources to add more Saturday or Sunday service. We want to make sure riders also have a way home late into the night, but do not expect ridership to be high past 9 p.m.

Also, an important clarification is that when we proposed service until 11 p.m. on some routes, we are actually proposing a final downtown pulse of 11 p.m. This means most routes will be going out of service closer to 11:30 p.m.

4.3.4 More midday service on Route 1X

Six riders asked for more than one midday trip on Route 1X. Some riders wanted two or three trips spaced evenly throughout the midday. The others were just interested in a new southbound 1X trip leaving Wilsonville sometime between 8:30 and 9 a.m. Currently the last southbound trip of the morning departs at 8:05 a.m., while the last northbound trip departs at 9:05 a.m.

Staff comments: Cherriots staff will work with staff at SMART to determine the best way to have more robust midday service on Route 1X. We will also explore the possibility of having a later morning southbound trip.

4.3.5 No holiday service on Thanksgiving and Christmas

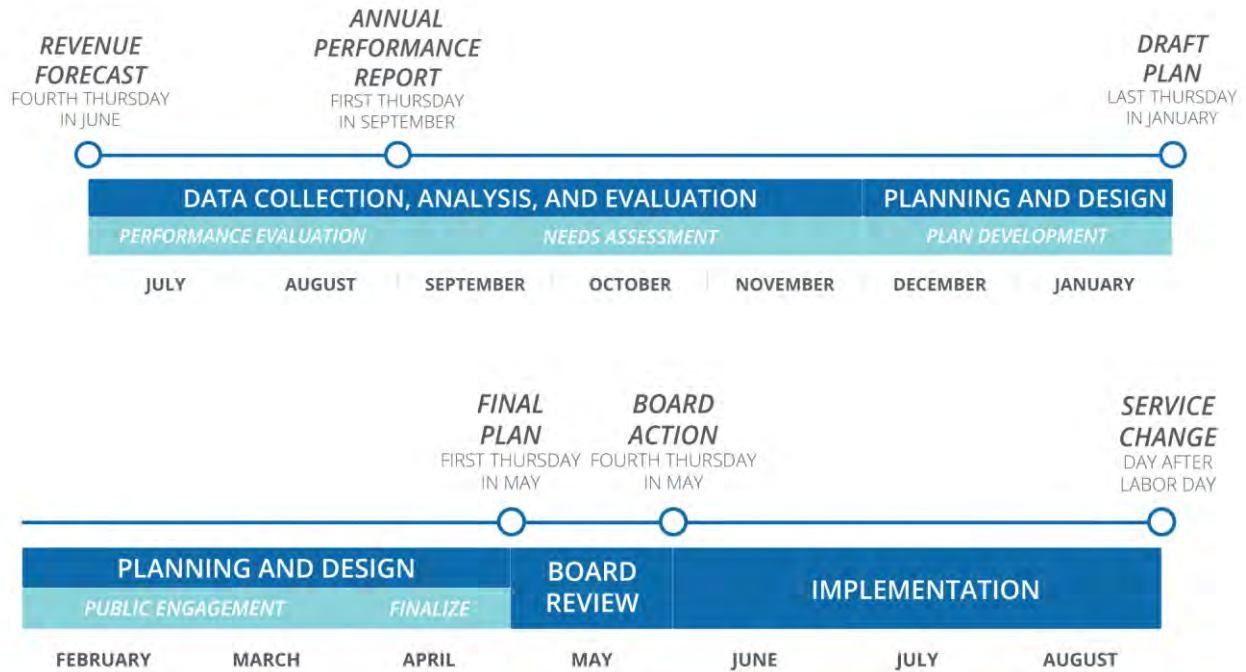
To our surprise, more respondents asked to not have service on particular holidays than those who asked for service. In particular, respondents do not want us operating on Thanksgiving and Christmas. Some referenced operators needing those days off. Others believed no one would ride and it would be a waste of resources.

Staff comments: Staff have not finalized the proposal for holiday service, but the latest draft does not include service on Thanksgiving and Christmas.

5. Next steps

Each year Cherriots staff follow the annual service planning process, from initial revenue forecast through implementation of new service. The timeline below summarizes that planning process (Figure 5-1).

Figure 5-1. Cherriots service planning process timeline



In a typical year, this process would have only been used to develop a service plan to be implemented in September 2018. However, due to the additional funding from the State of Oregon, this process has also been used to develop a high-level plan for service enhancements in 2019.

5.1 Finalization (April 2018)

The proposed service plan for September 2018 will be modified in April 2018 based on input received during the public engagement period.

5.2 Board review (May 2018)

The Cherriots Board of Directors will review the final September 2018 service plan and equity analysis and take action at the May Board Meeting.

5.3 Implementation (June-September 2018)

If the service plan is approved, internal and external materials will be prepared for the September 2018 service change. New service will go into effect on Tuesday, September 4, 2018.

5.4 Service enhancement referral (TBD)

Once the proposal for service enhancement for September 2019 is finalized and combined with plans for changes to fares, it will be submitted to a still-to-be-formed State Transportation Improvement Fund Advisory Committee (STIFAC).

Staff will work with the STIFAC to create a plan that can be approved by the Cherriots Board of Directors and submitted to the State of Oregon for their approval in late 2018.

Attachment A. Feedback form

English



A BETTER CHERRIOTS – SERVICE PROPOSAL 2018-2019 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 service changes in September 2018 and 2019. Please review the proposal at Cherriots.org/better and make your voice heard using this form.

Phase I – September 2018

Transferring at Chemeketa Community College (Rts. 3, 12, 13) and rerouting in SE Salem (Rts. 4, 7, 11, 24)

1. What are your overall feelings about the Phase I proposal?

Strongly Like Somewhat Like Neutral Somewhat Dislike Strongly Dislike Unsure

2. What changes, if any, would you make to the Phase I proposal?

Phase II – September 2019

Saturdays, Sundays, weekday trips, weekday evenings, and holidays

3. What are your overall feelings about the Phase II proposal?

Strongly Like Somewhat Like Neutral Somewhat Dislike Strongly Dislike Unsure

4. What changes, if any, would you make to the Phase II proposal?

FLIP FOR MORE QUESTIONS →

PLEASE HELP US LEARN MORE ABOUT YOU

These questions are optional to help us learn more about you.

5. Generally, how often do you ride the bus?

- Less than once a month Less than once a week 1-3 days a week 4-6 days a week Daily
 I do not ride the bus

6. What routes or services do you ride? *Check all that apply.*

- | | | |
|--|--|--|
| <input type="checkbox"/> Route 1X - Wilsonville / Salem | <input type="checkbox"/> Route 12 - Hayesville | <input type="checkbox"/> Route 24 - State / Lancaster |
| <input type="checkbox"/> Route 2 - Market / Brown | <input type="checkbox"/> Route 13 - Silverton Road | <input type="checkbox"/> Route 26 - Orchard Hts / Glen Crk |
| <input type="checkbox"/> Route 3 - Portland Road | <input type="checkbox"/> Route 14 - Windsor Island | <input type="checkbox"/> Route 27 - Glen Crk / Eola Dr |
| <input type="checkbox"/> Route 4 - State Street | <input type="checkbox"/> Route 16 - Wallace Road | <input type="checkbox"/> Route 30X - Santiam / Salem |
| <input type="checkbox"/> Route 5 - Center Street | <input type="checkbox"/> Route 17 - Edgewater / Gerth | <input type="checkbox"/> Route 40X - Polk County / Salem |
| <input type="checkbox"/> Route 6 - Mission / Fairview Ind. | <input type="checkbox"/> Route 18 - 12th / Liberty | <input type="checkbox"/> Route 50X - Dallas / Salem |
| <input type="checkbox"/> Route 7 - Mission / Hawthorne | <input type="checkbox"/> Route 19 - Broadway / River | <input type="checkbox"/> Polk County Flex |
| <input type="checkbox"/> Route 8 - 12th / Liberty | <input type="checkbox"/> Route 20X - N. Marion Co. / Salem | <input type="checkbox"/> Cherriots LIFT
<i>(formerly CherryLift)</i> |
| <input type="checkbox"/> Route 9 - Cherry / River Road | <input type="checkbox"/> Route 21 - South Commercial | <input type="checkbox"/> Cherriots Shop and Ride
<i>(formerly RED Line)</i> |
| <input type="checkbox"/> Route 10X - Woodburn / Salem | <input type="checkbox"/> Route 22 - Library Loop | |
| <input type="checkbox"/> Route 11 - Lancaster / Verda | <input type="checkbox"/> Route 23 - Lansing / Hawthorne | |

7. First name: _____

8. Last name: _____

9. Email: _____

10. Phone number: _____

11. Where do you live? In the Salem-Keizer area Outside the Salem-Keizer area

Once complete, return to
Cherriots Customer Service by Friday, March 16.

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 _____

FLIP FOR INITIAL QUESTIONS →



UN MEJOR CHERRIOTS - PROPUESTA DE SERVICIO 2018-2019 FORMULARIO DE RETROALIMENTACIÓN

Con la adopción del Proyecto de Ley de la Cámara de Representantes de Oregón 2017 (HB 2017), Cherriots obtendrá más recursos en el 2019 para brindar una mayor expansión en el servicio y abordar necesidades de larga duración. Tenemos propuestas para cambios en el servicio en septiembre de 2018 y 2019. Revise la propuesta en Cherriots.org/better y haga que su opinión sea escuchada usando este formulario.

Fase I: Septiembre de 2018

Transferencia en la Universidad Comunitaria de Chemeketa, (Rutas 3, 12, 13) y desvío en SE Salem (Rutas 4, 7, 11, 24)

1. ¿Qué opina en general acerca de la propuesta de la Fase I?

- Me gusta mucho Me gusta un poco Neutral
 Me desagrada un poco Me desagrada mucho No estoy seguro

2. ¿Qué cambios, si los hubiere, le gustaría hacer a la propuesta de la Fase I?

Fase II: Septiembre de 2019

Sábados, domingos, viajes de días de semana, noches de días de semana y días festivos

3. ¿Qué opina en general acerca de la propuesta de la Fase II?

- Me gusta mucho Me gusta un poco Neutral
 Me desagrada un poco Me desagrada mucho No estoy seguro

4. ¿Qué cambios, si los hubiere, le gustaría hacer a la propuesta de la Fase II?

VOLTEE LA PÁGINA PARA MÁS PREGUNTAS →

AYÚDENOS A SABER MÁS SOBRE USTED

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

5. 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

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

- | | | |
|---|---|--|
| <input type="checkbox"/> Ruta 1X - Wilsonville / Salem | <input type="checkbox"/> Ruta 12 - Hayesville | <input type="checkbox"/> Ruta 24 - State / Lancaster |
| <input type="checkbox"/> Ruta 2 - Market / Brown | <input type="checkbox"/> Ruta 13 - Silverton Road | <input type="checkbox"/> Ruta 26 - Orchard Hts / Glen Crk |
| <input type="checkbox"/> Ruta 3 - Portland Road | <input type="checkbox"/> Ruta 4 - Windsor Island | <input type="checkbox"/> Ruta 27 - Glen Crk / Eola Dr |
| <input type="checkbox"/> Ruta 4 - State Street | <input type="checkbox"/> Ruta 16 - Wallace Road | <input type="checkbox"/> Ruta 30X - Santiam / Salem |
| <input type="checkbox"/> Ruta 5 - Center Street | <input type="checkbox"/> Ruta 7 - Edgewater / Gerth | <input type="checkbox"/> Ruta 40X - Polk County / Salem |
| <input type="checkbox"/> Ruta 6 - Mission / Fairview Ind. | <input type="checkbox"/> Ruta 18 - 12th / Liberty | <input type="checkbox"/> Ruta 50X - Dallas / Salem |
| <input type="checkbox"/> Ruta 7 - Mission / Hawthorne | <input type="checkbox"/> Ruta 19 - Broadway / River | <input type="checkbox"/> Polk County Flex |
| <input type="checkbox"/> Ruta 8 - 12th / Liberty | <input type="checkbox"/> Ruta 20X - N. Marion Co. / Salem | <input type="checkbox"/> Cherriots LIFT
<i>(formerly CherryLift)</i> |
| <input type="checkbox"/> Ruta 9 - Cherry / River Road | <input type="checkbox"/> Ruta 21 - South Commercial | <input type="checkbox"/> Cherriots Shop and Ride
<i>(formerly RED Line)</i> |
| <input type="checkbox"/> Ruta 10X - Woodburn / Salem | <input type="checkbox"/> Ruta 22 - Library Loop | |
| <input type="checkbox"/> Ruta 11 - Lancaster / Verda | <input type="checkbox"/> Ruta 23 - Lansing / Hawthorne | |

7. Primer nombre: _____

8. Apellido: _____

9. Correo electrónico: _____

10. Número de teléfono: _____

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

Una vez completo el formulario, devuélvalo a **Servicio al Cliente de Cherriots**
a más tardar el **viernes 16 de marzo**.

Alternativamente, llene el formulario de retroalimentación en línea en

Cherriots.org/better

PARA USO DE LA ADMINISTRACIÓN ÚNICAMENTE

Date Received ___ / ___ / ____ Comment Number _____

Entered into SurveyMonkey Customer service Event _____

SIGA PARA MAS PREGUNTAS →





To: Board of Directors
From: Allan Pollock, General Manager
Date: April 26, 2018
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:

Board/Committee

Director(s)

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

Mid-Willamette Valley Area Commission on Transportation Meeting
March 1, 2018

Reported by Director Kathy Lincoln

As the alternate representative from Cherriots, I attended the MWACT meeting in place of Marcia Kelley, who was unavailable that day.

Following is a summary of the meeting.

1. Commission Discussion/Area Updates - Commissioner Stan Primozich distributed flyers related to the March 7, 2018 Yamhill County Transit Open House in Newberg. The intent is to get public input regarding proposed service options. Also, on March 2, 2018 in McMinnville, there will be electric bus demonstration. Val Adamson expressed concern regarding the lack of rumble strips on the newly opened section of the Newberg-Dundee Bypass. Lisa Nell volunteered to research the issue and report back to the commissioners. Lisa Nell, ODOT, reported that ODOT will be determining the "150%" list for Fix-It projects for the State Transportation Improvement Plan (STIP) soon. Ms. Nell also reported that a recent traffic count on the new Newberg-Dundee bypass counted 12,000 vehicles per day. About 10 percent of this total is large trucks. Mitch Teal asked if MWACT members will provide input related to the new Costco location. Dan Fricke responded that the Costco issue is a city of Salem land use decision; therefore, it is a local jurisdiction issue. **Vice Chair Cathy Clark commented favorably on the interjurisdictional collaboration and cooperation that allowed transit to Spirit Mountain to continue.** (Emphasis is mine.)
2. MWACT Representation for 2018 - Every two years, the list of MWACT representatives is updated. There were no changes to the representatives from each jurisdiction. Some new alternates were identified. A complete list is available from MWCOG.
3. Election of Officers - Ken Woods, Jr. and Cathy Clark were reelected MWACT Chair and Vice Chair for 2018, respectively.
4. ADA Transition Plan - ODOT's ADA Program Manager, Lisa Strader, provided details on activities by ODOT as they begin to implement their ADA Transition Plan. The inventories of curb ramps on the state system has been completed. She provided an overview of various programs for fixing or replacing curbs,

planning, maintenance, and operations that impact ADA that are being implemented. Ms. Strader reported that the full 15-year program is not currently funded with dedicated revenue. It will likely compete for funding with other ODOT programs. Chair Ken Woods commented that it would be interesting to see a list of the ADA ramp needs in the MWACT area.

5. HB2017 Implementation - Dan Fricke informed the group that ODOT staff provided OTC members with a dashboard on the status of tasks related to HB2017 provisions. Most provisions are still on hold pending final legislative decisions. He will update later.
6. Letter to OTC - MWACT members discussed the letter that was sent to the Oregon Transportation Commission (OTC) last month regarding the Newberg-Dundee bypass. The MWACT Steering Committee developed a letter in response to a request for support from Representative Ron Noble regarding proposed changes to HB2017 legislation.
7. MWACT Letter and Meeting with the OTC - MWACT members discussed the cover letter that was submitted with the biennial report to the OTC along with topics to discuss when MWACT members meet with the OTC on March 15, 2018. It was suggested that MWACT staff could develop talking points from some of the bulleted items in the cover letter. Chair Ken Woods emphasized the importance of completing projects. The Fort Hill/Valley Junction project was never fully completed. Mitch Teal commented that financial contributions toward infrastructure from the bicycle community are appreciated. In his opinion, users should contribute. Kathy Lincoln reminded the group that more new buses are needed. While a few replacements are scheduled, there is still a need to upgrade the fleet. Mayor Bob Andrews suggested emphasizing the benefits of simple, low-cost safety solutions such as rumble strips. Commission members discussed other potential topics for discussion including the Newberg/Dundee Bypass and the anticipated increase in traffic on Cordon Rd. due to development plans including the addition of a large number of multi-family housing units. Chair Woods cautioned commission members about lobbying. They are constrained to advising the OTC and are not allowed to lobby.

Meeting was adjourned.

The next MWACT meeting is scheduled for Thursday, April 5, 2018.

**Salem-Keizer Area Transportation Study (SKATS)
Policy Committee Meeting, March 27, 2018**

Following is a report from the March 27th meeting of the SKATS policy committee that I attended as a representative of Cherriots.

2018-2023 TIP - The committee approved a proposal from ODOT to add an additional \$550,000 to update illumination at the OR22-Independence Junction, which is a project in the SKATS FY 2018-2023 TIP. This is a dangerous intersection and has been scheduled for upgrades for some time. The funds come from other project savings, and if it is not used for this project, would not necessarily be available for other projects in the area. The committee also approved reallocating already obligated CMAQ funds to conform to Urban Renewal area boundaries for a project on Union St. in Salem.

Regional Transportation System Plan 20 year Goals – The group discussed and agreed upon a new goal, “To provide transportation infrastructure for a vibrant regional economy”. They also discussed amendments to the Equity and Environmental goals, numbers 5 and 7, with much discussion as to the meaning and impact of Equity v. Equality and the pros and cons of adding “limiting greenhouse gas emissions” to the environmental goal. To be continued. The staff will review public comments on these issues and report back to the committee.

State Transportation Planning Rule Amendment – the rules advisory committee, working on amendments to the TSP, have completed draft rules regarding reporting GHG emission levels, which they will send to the LCD Commission for approval. Mike Jaffe pointed out that responsibility for reporting on GHG levels would rest on local jurisdictions, not the MPOs. The Commission will decide whether reporting will be mandatory or not. There was some discussion about the difference between reporting and implementing, and that the cost of either of those actions would fall on the local governments. When the final rules are adopted, COG staff will bring them back to the committee.

Next SKATS Policy Committee meeting is April 24, 2018.

Kathy Lincoln