



Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
Thursday, July 26, 2018 at 6:30 PM
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

AGENDA

A. CALL TO ORDER & NOTE OF ATTENDANCE

B. PLEDGE OF ALLEGIANCE – Vice President Steve Evans (Subdistrict #1)

C. ANNOUNCEMENTS & CHANGES TO AGENDA

D. PRESENTATION - None

E. PUBLIC COMMENT

Time is designated at each Board meeting for members of the public to testify on any items of Board business, being limited to three minutes.

F. CONSENT CALENDAR

Items on the Consent Calendar are considered routine and are adopted as a group by a single motion unless a Board member requests to withdraw an item. Action on items pulled for discussion will be deferred until after adoption of the Consent Calendar.

1. Approval of Minutes

- a. Minutes of the June 11, 2018 Special Meeting **1**
- b. Minutes of the June 11, 2018 Board Work Session **3**
- c. Minutes of the June 28, 2018 Special Meeting/Executive Session **5**
- d. Minutes of the June 28, 2018 Board Meeting **7**

2. Routine Business - None

G. ITEMS DEFERRED FROM THE CONSENT CALENDAR

H. ACTION ITEMS

- 1. Budget Committee Appointments for Subdistricts 2 and 4 **15**
- 2. Accept the Preliminary Annual End-of-Year FY2018 Financial Report ... **SUPPLEMENT**

I. INFORMATIONAL REPORTS - None

J. GENERAL MANAGER’S REPORT

K. BOARD OF DIRECTORS REPORTS 19

This is an opportunity for Board members to report on citizen communications, committee and meeting assignments, or special projects they are participating in as a representatives of the District.

L. ADJOURNMENT

Next Regular Board Meeting Date: Thursday, August 23, 2018

This is an open and public meeting in a place accessible to people with disabilities. For individuals who need the assistance of Interpreters for sign language or for languages other than English to participate in the meeting, please contact the Clerk of the Board at least two business days prior to the meeting - by phone at 503-588-2424. (For individuals with a hearing impairment, please call the Oregon Telecommunications Service, 711.) Office hours are Monday-Friday from 8:00 AM to 5:00 PM.

For an electronic copy of the Board meeting agenda packet, go to www.cherriots.org/board. Regular Board meetings are televised on Channel 21; and can be viewed at any time on CCTV's website - <https://www.cctvsalem.org/all>.

~ ~ ~

Esta es una reunión abierta y pública en un lugar accesible para personas con discapacidades. Para las personas que necesiten la asistencia de intérpretes para el lenguaje de señas o para idiomas distintos al inglés para participar en la reunión, comuníquese con el secretario de la Junta al menos dos días hábiles antes de la reunión, por teléfono al 503-588-2424. (Para personas con impedimentos auditivos, llame al Servicio de Telecomunicaciones de Oregon, 711.) El horario de atención es de lunes a viernes de 8:00 a.m. a 5:00 p.m.

Para obtener una copia electrónica del paquete de la agenda de la reunión de la Junta, vaya a www.cherriots.org/board. Las reuniones regulares de la Junta se televisan en el Canal 21; y puede verse en cualquier momento en el sitio web de CCTV: <https://www.cctvsalem.org/all>.



Salem Area Mass Transit District
Board of Directors

~ **SPECIAL MEETING** ~
Monday, June 11, 2018
5:00 PM

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

MINUTES

- PRESENT:** President Bob Krebs; Directors Kathy Lincoln, Marcia Kelley, Colleen Busch, Jerry Thompson, Doug Rodgers and Steve Evans
- Board**
- 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
- Guests** John Hammill, Member of the Citizens Advisory Committee

1. CALL TO ORDER 5:00 PM

President Krebs called the Special Meeting to order at 5:00 p.m. The attendance was noted and a quorum was present.

2. ACTION ITEM

a. Appoint a Chair and Vice-Chair for the Citizens Advisory Committee 5:01 PM

Staff report: Pages 1-2 of the special meeting agenda packet

Presenter: David Trimble, Chief Operating Officer
John Hammill, Chair-elect, Citizens Advisory Committee

Motion: **Move to appoint John Hammill as Chair, and Rick Hartwig as the Vice-Chair of the Citizens Advisory Committee for a term to end December 31, 2018.**

Motion by: **Director Jerry Thompson**

Second: **Director Colleen Busch**

Vote: **Passed Unanimously**

3. DISCUSSION



a. Update on the Procurement Process for the Construction Contract for the Keizer Transit Center Signalized Intersection Project 5:05 PM

Staff report: Oral Report

Presenter: Steve Dickey, Director of Transportation Development

Mr. Dickey advised that the purpose for the Special Meeting was to take action on a construction contract for the Keizer Transit Center signalization project. However, only one bid had been submitted at a cost of \$2.24 million which was over the engineer's estimate. Upon advice from project consultant, Mott MacDonald, the Request for Proposal (RFP) will be reissued in September 2018 for five weeks. Mr. Dickey explained that they hope to have more affordable bids.

In response to questions from the Board, Mr. Dickey said that funding for the project will not be affected. He did not know if postponing the RFP process would raise the cost, but it is already over the engineer's estimate. Mr. Pollock added that Mott MacDonald recommended that the District wait to reissue the RFP until the bidding season. Many contractors are busy this summer and have said they are having a hard time finding subcontractors for the work they already have booked. Mr. Dickey concluded that the anticipated completion date of the project will be August 16, 2019.

4. INFORMATION

Mr. Pollock advised that terms end on June 30, 2018 for two citizen member positions on the Budget Committee. Director Busch and Director Rodgers will be responsible to fill those positions.

Mr. Pollock announced that Mr. Dickey is on the City's comprehensive planning technical committee. The City has also agreed to put a transit representative on the Stakeholders Advisory Committee. President Krebs asked the Board for a volunteer to serve on that committee. He will appoint a board member to the Stakeholder Advisory Committee at the June 28, 2018 board meeting.

5. SPECIAL MEETING ADJOURNED

5:20 PM



Salem Area Mass Transit District
Board of Directors

~ WORK SESSION ~

June 11, 2018

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

MINUTES

PRESENT:	President Robert Krebs; Directors Jerry Thompson, Steve Evans, Colleen Busch,
Board	Kathy Lincoln, Marcia Kelley and Doug Rodgers
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Al McCoy, Director of Finance/CFO; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Linda Galeazzi, Executive Assistant; Chris French, Senior Planner; Chip Colby, Information Technology Manager; Linda Galeazzi, Executive Assistant
Guests	None

1. CALL TO ORDER 5:35 PM
President Bob Krebs called the work session to order at 5:35 p.m.

2. DISCUSSION

a. Special Districts Insurance Services (SDIS) Best Practices Assessment 5:35 PM
The presenter of the Best Practices Assessment became ill and was not able to attend the work session. This item was taken off the agenda.

Follow-up: The assessment will be rescheduled.

b. Report on Salem City Council’s Congestion Relief Task Force Meeting 5:35 PM

Staff report: Pages 1-6 of the agenda.
Presenter: Steve Dickey, Director of Transportation Development
The Board received a report on the May 18, 2018 meeting of the Congestion Relief Task Force for the City of Salem where there was a summary of the bridge packages. The Task Forces’ meeting on June 29 has been cancelled and the next meeting is scheduled for July 20, 2018. The task force will meet with ODOT to discuss the viability of the remaining package solutions prior to their next task force meeting.

Follow-up: None

**c. Service Enhancement Discussion – Appointments to the Statewide
Transportation Improvement Fund Advisory Committee (STIFAC) 5:40 PM**

Staff report: Pages 7-12 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed the member composition for the STIF Advisory Committee and the candidates' worksheet. To-date, six individuals have agreed to serve on the committee; seven members are needed.

Follow-up: The Board will appoint members to the STIFAC at the June 28, 2018 board meeting. There will be a kick-off meeting at the end of July or beginning of August.

4. GENERAL MANAGER COMMENTS 5:30 PM

Staff report: Pages 13-18 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed the draft agenda for the June 28, 2018 board meeting, the Board's calendar of scheduled meetings and events, and a draft of upcoming agenda items for Board review or action.

4. WORK SESSION ADJOURNED 5:59 PM

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



Salem Area Mass Transit District
Board of Directors

SPECIAL MEETING
~ EXECUTIVE SESSION ~

Thursday, June 28, 2018
Courthouse Square – Salem Conference Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

Meeting Called to Order - _____ **5:30 PM** **Adjourned -** _____ **5:53 PM**

PRESENT: BOARD

- X** President Robert Krebs
- X** Director Steve Evans
- X** Director Marcia Kelley
- X** Director Colleen Busch
- X** Director Kathy Lincoln
- X** Director Doug Rodgers
- O** Director Jerry Thompson

STAFF

- X** Allan Pollock, General Manager
- X** David Trimble, Chief Operating Officer
- ~~Patricia Feeny, Director of Communication~~
- X** Paula Dixon, Director of Administration
- ~~Steve Dickey, Director of Transportation Development~~
- ~~Al McCoy, Director of Finance~~
- X** Ben Fetherston, SAMTD Legal Counsel
- X** Dan Rowan, SAMTD Labor Counsel

Under the Authority of:

- X** 192.660(2)(h) Legal Counsel / Litigation

Specific Issues Discussed: Litigation having to do with a personnel matter.

No information shall be disclosed by the Board, staff or media present in executive session except to state the general subject of the session pursuant to ORS 192.660(4)

Paula Dixon, Director of Administration

RECORDING SECRETARY



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

June 28, 2018

Index of Board Actions

Action **Page**

Moved to approve the request to donate a surplus bus to the United Way of the Mid-Willamette Valley for their mobile shower project; and that the General Manager take appropriate step to investigate the feasibility of a donation, and to develop a detailed plan for a donation of a surplus bus **4**

Moved to adopt Resolution #2018-06 for the adoption of the FY2018-2019 Budget, making appropriations, and imposing and categorizing taxes. **5**

Moved to approve the Consent Calendar as amended: **5**

1. Approval of Minutes

- a. Minutes of the May 24, 2018 Board Meeting
- b. Minutes of the May 14, 2018 Board Work Session

2. Routine Business

- a. Approval of the United Way Donation for Fiscal Year 2019
- b. Resolution No. 2018-04 Amending Pension Plan for Bargaining Unit
- c. Resolution No. 2018-05 Amending Pension Plan for Non-Bargaining Unit
- d. ~~Appointments to the Statewide Transportation Improvement Fund Advisory Committee (STIFAC)~~ **DEFERRED**
- e. Appointment to the City of Salem’s Stakeholder Advisory Committee for the “Our Salem Today” Comprehensive Plan Project.

Move to appoint members to the Statewide Transportation Improvement Fund Advisory Committee, as proposed. **6**

<u>Position #</u>	<u>Criteria</u>	<u>Candidate</u>
1*	Public Transit Service Provider	Jim Row, Assistant City Administrator Woodburn Transit
2*	Low-Income Individuals	-
3*	Individuals age 65 or older People with Disabilities Outside of District – Marion County	Ron Harding, Chair, STF Committee City Administrator – Aumsville
4	Educational Institutions/ Employer	Tim Rogers, Associate VP/CIO Chemeketa Community College
5	Transit User	Chris Havel



6	Bicycle and Pedestrian Advocates	Becky Gilliam, Pacific NW Regional Policy Manager-Safe Routes to School
7	Public Health, Social and Human Service Providers	Jim Seymour, Executive Director Catholic Community Services
8	Public Health, Social and Human Service Providers	Glenn Morrison, Sr. Epic Analyst Salem Health
9	Outside of District – Polk County	Kathy Martin-Willis, City Councilor City of Independence
10	-	-
11	-	-

* Required criteria under HB 2017

Move to accept the final consultant report for the Highway 99E Transit Corridor Planning Project. **7**

Move to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of six (6) replacement vehicles for the provision of Cherrriots LIFT and Cherrriots Shop and Ride services, for a not-to-exceed amount of \$460,482. **7-8**

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

MINUTES

PRESENT Board	President Robert Krebs; Directors Doug Rodgers, Colleen Busch, Marcia Kelley, Jerry Thompson, Kathy Lincoln and Steve Evans
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Chip Colby, Information Technology Manager; Ted Stonecliffe, Transit Planner II; Linda Galeazzi, Executive Assistant; and Ben Fetherston, SAMTD Legal Counsel
Guests	Claire Adams, Board Member United Way of the Mid-Willamette Valley; Michelle Poyourow, Senior Associate/Project Manager and Gavin Pritchard, Associate/Transit Planner & Designer from Jarrett Walker & Associates

REGULAR BOARD MEETING

A. CALL TO ORDER AND NOTE OF ATTENDANCE 6:30 PM

President Krebs called the meeting to order; a quorum was present.

B. PLEDGE OF ALLEGIANCE led by Director Marcia Kelley

C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

D. PRESENTATION –

1. United Way DIY Mobile Hygiene Project 6:32 PM

Staff report: Supplemental Letter from United Way of the Mid-Willamette Valley

Presenter: Claire Adams, Board Member, United Way

Ms. Adams gave a presentation on a project she is spearheading with her leadership class at South Salem High School to bring a Mobile Hygiene Bus to the Salem-Keizer area. In response to questions asked by Board members, she explained that they want to convert a transit bus with the addition of showers, toilets and possibly a washer and dryer. The water used will then be dumped appropriately. Volunteers will drive the bus to locations throughout the community to provide these basic services to individuals in need. The project team’s goal is to raise \$150,000 in the Fall of 2018 to pay for the cost



to refurbish the bus. The project is intended to be a way to help people overcome homelessness.

Mr. Pollock advised that the District will have some retired buses in the Fall. There are some processes to go through yet, but that will give the group time for their fundraising efforts.

Motion: **Moved to approve the request to donate a surplus bus to the United Way of the Mid-Willamette Valley for their mobile shower project; and that the General Manager take appropriate step to investigate the feasibility of a donation, and to develop a detailed plan for a donation of a surplus bus.**

Motion by: **Director Colleen Busch**

Second: **Director Doug Rodgers**

2. Cherriots New Website

6:39 PM

Staff report: Pages 1-2 in the agenda

Presenter: Stephen Custer, Digital Marketing Coordinator

Mr. Custer, from the Communication Division, unveiled the new Cherriots.org website. The District has been working on this project with a Portland-based web developer, OMBU, since March of 2017. The public was invited to check the new site out beginning June 29, 2018. The site is scheduled to go live on July 9, 2018.

E. BUDGET HEARING – FY2019 APPROVED BUDGET

6:53 PM

Staff report: Pages 3-6 in the agenda

Presenter: Hersch Sangster, Chair of the Budget Committee
Michael De Blasi, Secretary of the Budget Committee
Al McCoy, Director of Finance, CFO

Hersch Sangster and Michael De Blasi presented the FY2019 Budget to the Board that the Budget Committee approved on May 17, 2018 with their recommendation to the Board to adopt the Budget.

Mr. McCoy provided a review of Resolution #2018-06 to adopt the FY2019 Budget for the total amount of \$84,071,837. The appropriation of all funds totaled \$64,805,032. Unappropriated and Reserve Amounts for All Funds totaled \$19,266,805; and the Resolution also imposes and categorizes taxes in accordance with Oregon Budget Law requirements at a tax rate of \$.7609 per \$1,000 of assessed value.

President Krebs opened the Budget Hearing at 6:58 p.m. There was no verbal or written testimony so the Budget Hearing was closed at 6:58 p.m.



F. DELIBERATION OF BUDGET HEARING 6:58 PM

Motion: Moved to adopt Resolution #2018-06 to adopt the FY2018-2019 Budget, making appropriations, and imposing and categorizing taxes.
Motion by: Director Steve Evans
Second: Director Doug Rodgers
Vote: Motion passed unanimously (7)

G. PUBLIC COMMENT - None 7:03 PM

H. CONSENT CALENDAR 7:03 PM

Motion: Moved to approve the Consent Calendar as amended:
1. Approval of Minutes
a. Minutes of the May 24, 2018 Board Meeting
b. Minutes of the May 14, 2018 Board Work Session
2. Routine Business
a. Approval of the United Way Donation for Fiscal Year 2019
b. Resolution No. 2018-04 Amending Pension Plan for Bargaining Unit
c. Resolution No. 2018-05 Amending Pension Plan for Non-Bargaining Unit
d. ~~Appointments to the Statewide Transportation Improvement Fund Advisory Committee (STIFAC)~~ **DEFERRED**
e. Appoint Director Marcia Kelley to Represent Cherrriots on the City of Salem’s Stakeholder Advisory Committee for the “Our Salem Today” Comprehensive Plan Project.
Motion by: Director Colleen Busch
Second: Director Steve Evans
Vote: Motion passed unanimously (7)

I. ITEMS DEFFERED FROM THE CONSENT CALENDAR

1. Appointments to the STIF Advisory Committee (STIFAC) 7:03 PM

Staff report: Pages 69-72 in the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock advised that Routine Item No. 2.d was deferred from the Consent Calendar because the list in Attachment A of the staff report has been updated with two additional names to consider for the Statewide Transportation Improvement Fund Advisory Committee (STIFAC). The individuals on the list have agreed to serve on the committee. While the Board continues to look for members to fill the remaining spots, staff will



prepare for the kickoff meeting in late July or early August with a goal to meet ODOT's application deadline for new projects. The Board will determine the initial formation of the STIFAC by lot, upon adoption of the Bylaws. Members will initially be appointed to a one year term or to a two year term. This will allow for the terms of office to be staggered. Individuals who are interested in applying for this committee may contact the General Manager's Office for more information.

Motion: Move to appoint members to the Statewide Transportation Improvement Fund Advisory Committee as proposed in the updated Attachment A.

<u>Position #</u>	<u>Criteria</u>	<u>Candidate</u>
1*	Public Transit Service Provider	Jim Row, Assistant City Administrator Woodburn Transit
2*	Low-Income Individuals	-
3*	Individuals age 65 or older People with Disabilities Outside of District – Marion County	Ron Harding, Chair, STF Committee City Administrator – Aumsville
4	Educational Institutions/Employer	Tim Rogers, Associate VP/CIO Chemeketa Community College
5	Transit User	Chris Havel
6	Bicycle and Pedestrian Advocates	Becky Gilliam, Pacific NW Regional Policy Mgr Safe Routes to School
7	Public Health, Social and Human Service Providers	Jim Seymour, Executive Director Catholic Community Services
8	Public Health, Social and Human Service Providers	Glenn Morrison, Sr. Epic Analyst Salem Health
9	Outside of District – Polk County	Kathy Martin Willis, City Councilor City of Independence
10	-	-
11	-	-
* Required criteria under HB 2017		

Motion by: Director Kathy Lincoln
Second: Director Steve Evans
Vote: Motion passed unanimously (7)

J. ACTION ITEMS

1. Accept Consultant Report for Hwy 99E Transit Corridor Planning Project 7:13 PM

Staff report: Pages 75-180 in the agenda and a PowerPoint Presentation

Presenter: Ted Stonecliffe, Transit Planner II
 Michelle Poyourow, Senior Associate/Project Manager, JWA
 Gavin Pritchard, Associate/Transit Planner & Designer, JWA

Ms. Poyourow gave a presentation on the final consultant's report for the Highway 99E Transit Corridor Planning Project provided by Jarrett Walker & Associates (JWA) with their recommendations and findings. JWA was chosen for the project because they were the



consultant for both the Cherriots Regional Transit Planning Study in 2016 and for the City of Canby's Transit Master Plan document in 2016 and 2017. A revenue neutral plan and one with increased funding has been developed by JWA to find a way to get from Salem to Portland with a minimum number of transfers and lowest cost. This is a goal of the District's current Coordinated Public Transportation - Human Services Plan ("The Coordinated Plan"). The Existing Conditions for the Highway 99E Corridor are documented in the consultant's first volume of the final report. Future Alternatives are included in Volume II. Both volumes were attached to the staff report provided.

President Krebs reminded the Board they were taking action on acceptance of the report and not on the options within the report. The options would not be considered until after Statewide Transportation Improvement Funds are available, and the Board decides what to do with that funding.

Motion: Move to accept the final consultant report for the Highway 99E Transit Corridor Planning Project.
Motion by: Director Colleen Busch
Second: Director Doug Rodgers
Vote: Motion passed unanimously (7)

2. Authorize Contract with Schetky Northwest Sales, Inc., for Purchase of Six Replacement Vehicles for Cherriots LIFT and Shop and Ride Services 7:47 PM

Staff report: Pages 181-182 in the agenda

Presenter: David Trimble, Chief Operating Officer

Mr. Trimble advised that the District's current fleet for delivery of Cherriots LIFT service consists of 43 cut-away, ADA lift-equipped vehicles. The Shop and Ride service consists of five ADA lift-equipped vehicles. Six (6) vehicles will be replaced after approaching 11 years of service, with an average of 230,000 miles. This far exceeds the six-year Useful Life Benchmark set by the Federal Transit Administration. The District's goal is to replace these vehicles at eight years according to Transit Asset Management targets. Staff issued a formal, competitive Invitation to Bid for medium-size Category D vehicles. Four quotes were received from three vendors and a Source Evaluation Committee evaluated the quotes. Schetky Northwest Sales, Inc., satisfied all required specifications and was the lowest cost for a not-to-exceed amount of \$460,482. The contract price is based upon a State of Oregon price agreement, procured under procedures set by the Oregon Department of Transportation's Public Transit Division.

Motion: Move to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of six (6) replacement vehicles for the provision of Cherriots LIFT and Cherriots Shop and Ride services, for a not-to-exceed amount of \$460,482?



Motion by: Director Kathy Lincoln
Second: Director Doug Rodgers
Vote: Motion passed unanimously (7)

K. INFORMATION TO REPORT - None

L. GENERAL MANAGER'S REPORT

7:54 PM

Mr. Pollock reported on the APTA Public Transportation and University Conference which he attended as the vice-chair of the Small Operations Committee. While at the conference, he was better able to see ways to work with the District's local universities. He announced that this was Day One of the bus build at the Gillig facility in California. The first bus is scheduled to arrive sometime at the end of summer or the beginning of fall.

M. BOARD OF DIRECTORS REPORTS

7:55 PM

Board members reported on citizen communications, committee and meeting assignments, and special projects they were involved in as representatives of the District. Board members also submit a monthly written report of their hours served.

N. Meeting Adjourned

8:16 PM

Respectfully submitted,

Robert Krebs, President



BOARD MEETING MEMO

Agenda Item H.1

To: Board of Directors

From: Linda Galeazzi, Executive Assistant

Thru: Allan Pollock, General Manager

Date: July 26, 2018

Subject: Budget Committee Citizen Appointments

ISSUE

Shall the Board reappoint Michael De Blasi and Bill Holmstrom as citizen members to the Budget Committee for a three year term beginning July 1, 2018 and ending June 30, 2021?

BACKGROUND AND FINDINGS

According to the State of Oregon's local budgeting laws, the Budget Committee is the fiscal planning advisory committee for Salem Area Mass Transit District ("District"). The Committee's main function is to meet in a series of public meetings to review, discuss, make additions or deletions, and approve the proposed budget presented by the local government's budget officer. Upon completion of its deliberations, the Committee approves the budget and sets the tax rate or amount needed to balance the budget.

The Budget Committee consists of the members of the local governing body and an equal number of citizens at large. Citizens are appointed by the governing body and serve terms of three years. Terms are staggered so that about one-third of the appointed terms end each year.

The SAMTD Board Bylaws under Rule 22-2 [in Attachment A] provides for filling vacancies on the Committee at the discretion of the Board as follows:

- a. A Qualified Elector must be a registered voter 18 years of age or older who resides within the Subdistrict, or within the District at-large; except officers, agents, or employees of the District.

- b. The Board member representing the Subdistrict of the vacancy may recommend to the Board the appointment of a qualified elector. The Board then moves to accept or reject that appointment; or
- c. The Board member representing the Subdistrict of the vacancy may call for applications for the Budget Committee.

The terms of service for citizen members Michael De Blasi and Bill Holmstrom ended on June 30, 2018. These individuals are qualified to serve on the Budget Committee and have agreed to serve another three year term ending June 30, 2021.

FISCAL IMPACT

None

RECOMMENDATION

Director Colleen Busch, representing Subdistrict #2, recommends the reappointment of Michael De Blasi to fill a citizen member position. Director Doug Rodgers, representing Subdistrict #4, recommends the reappointment of Bill Holmstrom as a citizen member of the Budget Committee.

PROPOSED MOTION

I move to approve the reappointments of citizen members Michael De Blasi and Bill Holmstrom to the Budget Committee for a three-year term that ends June 30, 2021.

Salem Area Mass Transit District

BUDGET COMMITTEE

As of June 30, 2018

Board Members

Citizen Members

• **SUBDISTRICT #1**

STEVE EVANS

1936 Orchard Heights Rd
Salem, OR 97304-2507
(503) 949-5263 ©
Email: subdistrict1@cherriots.org

Term Expires 06/30/19

CHI NGUYEN-VENTURA

1665 Sisters Court NW
Salem, OR 97304
(503) 997-5446
Email: chi.k.nguyen@gmail.com

Appointed 02/22/18;
Appointment Expires 06/30/20

• **SUBDISTRICT #2**

COLLEEN BUSCH

4064 Noon Ave NE
Keizer OR 97303
(503)689-3875 ©
Email: subdistrict2@cherriots.org

Full Term Expires 06/30/21

MICHAEL DEBLASI, Secretary 2018

1191 Mandarin St NE
Keizer, OR 97303
(503) 930-6883
Email: m5deblasi@yahoo.com

Appointed 02/25/16; Reappointed 07/26/18
Appointment Expires 06/30/21

• **SUBDISTRICT #3**

KATHY LINCOLN

3291 Willamette Dr N
Salem, OR 97303-6045
(503)390-7822
Email: subdistrict3@cherriots.org

Term Expires 06/30/19

RUSS BEATON

1025 21st St NE
Salem, OR 97301
(503) 991-2149
Email: delanab@aol.com

Appointed 12/08/16;
Appointment Expires 06/30/2019

• **SUBDISTRICT #4**

DOUG RODGERS

2250 Brown Rd NE
Salem, OR 97305
(503)580-8160 ©
Email: subdistrict4@cherriots.org

Term Expires 06/30/21

BILL HOLMSTROM

350 Hoyt St SE
Salem, OR 97302
(503) 720-6837
Email: williamh@gmail.com

Appointed 09/27/09; Reappointed 09/27/12;
10/22/15; 07/26/18
Appointment Expires 06/30/21

Salem Area Mass Transit District

BUDGET COMMITTEE

As of June 30, 2018

Board Members

Citizen Members

• **SUBDISTRICT #5**

JERRY THOMPSON

4930 State Street
Salem, OR 97301-5244
(503) 364-9468
Email: subdistrict5@cherriots.org

Term Expires 06/30/19

HERSCH SANGSTER, Chair 2018

5158 Lacey St N
Keizer, OR 97303
(503) 949-1276
Email: mhsang@aol.com

Appointed 12/12/13; Reappointed 12/08/16
Appointment Expires 06/30/19

• **SUBDISTRICT #6**

ROBERT KREBS

3435 Bluff Ave SE
Salem, OR 97302
(503) 375-2821
Email: subdistrict6@cherriots.org

Term Expires 06/30/21

SCOTT BASSETT

2243 Wildwood Drive SE
Salem, OR 97304
(503) 984-5164
Email: bassettpost@gmail.com

Appointed 01/22/15; reappointed 12/10/17
Appointment Expires 06/30/20

• **SUBDISTRICT #7**

MARCIA KELLEY

396 Washington Street S
Salem, OR 97302-5149
(503) 581-8384
Email: subdistrict7@cherriots.org

Term Expires 06/30/19

SHERONNE BLASI

2375 Summer Street SE
Salem, Oregon 97302
(503)428-2187
Email: SheronneBlasi@gmail.com

Appointed 03/26/15; reappointed 12/10/17
Appointment Expires 06/30/20

• **BUDGET OFFICER**

ALLAN POLLOCK

General Manager/CEO
Salem Area Mass Transit District
555 Court St NE, Suite 5230
Salem, OR 97301-3980

Phone: (503) 588-2424
(503) 361-7535 GM Office
Fax: (503) 361-7542 Finance
Email: allan.pollock@cherriots.org
Board Email: board@cherriots.org



To: Board of Directors
From: Allan Pollock, General Manager
Date: July 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:

<u>Board/Committee</u>	<u>Director(s)</u>
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