

SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS

NOTICE OF EXECUTIVE SESSION

ORS 199-040-0050

Consultation with Legal Counsel

Thursday, April 22, 2021

5:45 – 6:00 p.m.

The SAMTD Board of Directors will meet *virtually* in Executive Session prior to their Work Session and Regular Board Meeting to consult with legal counsel concerning the legal rights and duties of the District with regard to current litigation or litigation likely to be filed pursuant to ORS 192.660(2)(h).

The Board of Directors and designated staff will be permitted to attend the executive session. In accordance with ORS 192.660(4)(5), members of the news media are permitted to attend unless the member is a party to the litigation to be discussed, or is an employee, agent or contractor of a news media organization that is a party to the litigation.

Attendees are respectfully directed not to report on any of the discussions that occur during the session, except to state the general subject as previously announced.

No final action or decision is taken in executive session. Any materials distributed will be collected at the end of the meeting.

For attendees: Executive Sessions are being held electronically until restrictions have been lifted per the Governor's Orders in response to COVID-19 for the health and safety of our communities. To request other reasonable accommodations, including alternative formats of printed materials or an interpreter, please contact Linda Galeazzi, Clerk of the Board, no later than two days prior to the meeting by email at linda.galeazzi@cherriots.org or by phone at 503-361-7535 (voice) or 7-1-1 (TTY through Oregon Relay). Office hours are Monday-Friday from 8:00 AM to 5:00 PM.

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Para los asistentes: Las Sesiones Ejecutivas se llevarán a cabo electrónicamente hasta que se levanten las restricciones según las Órdenes del Gobernador en respuesta al COVID-19 para la salud y seguridad de nuestras comunidades. Para solicitar otras adaptaciones razonables, incluidos formatos alternativos de materiales impresos o un intérprete, comuníquese con Linda Galeazzi, Secretaria de la Junta, a más tardar dos días antes de la reunión por correo electrónico a linda.galeazzi@cherriots.org o por teléfono al 503 - 361-7535 (voz) o 7-1-1 (TTY a través de Oregon Relay). El horario de atención es de lunes a viernes de 8:00 a.m. A 5:00 p.m.

SCRIPT – Executive Session – Litigation – April 22, 2021 at 5:45 PM

1. Call the Execution Session to Order

2. Statement to Begin Meeting:

The Board of Directors for Salem Area Mass Transit District will meet in Executive Session on April 22, 2021 to consult with legal counsel concerning the legal rights and duties of the District with regard to litigation pursuant to ORS 192.660(2)(h).

The Board and designated staff are permitted to attend the executive session.

In accordance with ORS 192.660(4)(5), members of the news media are permitted to attend unless the member is a party to the litigation to be discussed, or is an employee, agent or contractor of a news media organization that is a party to the litigation.

Attendees are respectfully directed not to report on any of the discussions that occur during the session, except to state the general subject as previously announced.

No final action or decision will be taken in executive session.

Any materials distributed will be collected at the end of the meeting.

3. Take Roll or Self-Introductions

4. Adjourn the Meeting



Salem Area Mass Transit District
Board of Directors

~ **VIRTUAL EXECUTIVE SESSION** ~
Thursday, April 22, 2021

Google Meet ID: meet.google.com/vfp-fdiv-itw

Join by phone: (US) +1 617-675-4444

PIN: 515 418 833 4198#

Courthouse Square – Suite #5230
555 Court Street NE, Salem, OR 97301

MINUTES

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)

MEETING CALLED TO ORDER: _____ **ADJOURNED:** _____

PRESENT:

Board

- President Ian Davidson
- Director Robert Krebs
- Director Charles Richards
- Director Colleen Busch
- Director Sadie Carney
- Director Chi Nguyen
- Director Maria Hinojos Pressey

Staff

- Allan Pollock, General Manager
- David Trimble, Deputy General Manager
- Tom Dietz, Director of Operations
- Paula Dixon, Director of Hm Rsc | Labor Relations
- Ben Fetherston, SAMTD Legal Counsel
- Kathryn Pawlick, SAMTD Legal Counsel
- Ron Downs, Special Districts Association of OR

UNDER THE AUTHORITY OF:

X 192.660(2)(h) Legal Counsel / Potential Litigation

SPECIFIC ISSUES DISCUSSED: Tort Claim

Recording Secretary: _____

**SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS**

~ VIRTUAL WORK SESSION ~

Thursday, April 22, 2021
6:00 – 6:30 PM

Pursuant to Governor Brown’s Executive Orders in response to the COVID-19 pandemic, this Work Session will be electronic only via **ZOOM**.

Join ZoomGov Meeting

<https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZlV1BUM3QvWEU3bnplbHYzZz09>

Meeting ID: 160 519 4427 Passcode: 512136

Dial by Phone: +1 669 254 5252 US (San Jose) Meeting ID: 160 519 4427
+1 669 216 1590 US (San Jose) Passcode: 512136

Find your local number: <https://cherriots-org.zoomgov.com/u/adUCSNFFL>

AGENDA

- 1. CALL TO ORDER**
 - a. Note the Attendance
 - b. “Safety Moment”
 - c. Announcements
- 2. PRESENTATION - None**
- 3. DISCUSSION**
 - a. Briefing on the City of Salem MOU for Police Services
- 4. GENERAL MANAGER COMMENTS**
 - a. Upcoming Board Agenda Items
 - b. Calendar Review
- 5. ADJOURN**

Mission

Connecting people with places
through safe, friendly, and reliable public transportation services

Values

Safety – Service Excellence – Communication – Innovation – Accountability

**SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS****~ VIRTUAL WORK SESSION ~**

This is a public meeting that is ADA accessible. Auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Please allow for a 48 hour notice. Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

For an electronic copy of the Board's agenda packet, go to <https://www.cherriots.org/meetings/>.

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Esta es una reunión pública y abierta en un lugar al que la ADA puede acceder. Los audífonos y servicios auxiliares y los formatos alternativos están disponibles para personas con dominio limitado del inglés. Las solicitudes se pueden hacer directamente al Secretario de la Junta por teléfono al 503-588-2424 o con la asistencia de TTY: Servicios de retransmisión de Oregón al 1-800-735-2900 (o 711). Permita un aviso de 48 horas. El horario de la oficina de administración de Cherriots es de lunes a viernes de 8:00 a.m. a 5:00 p.m.

Vaya a <https://www.cherriots.org/meetings/> para obtener una copia electrónica del paquete de la agenda de la Junta.

Mission

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Upcoming Work Session and Board Meeting Agenda Items

April 22, 2021

To Be Scheduled

- WS: United Way Pass Program (AP)
- B.I. Contract (DL)
- ODOT Presentation on Intercity Connections (SD)
- Board Retreat (AP) (Fall 2021)

May 27, 2021

Packets due to GM office: May 13

Work Session

- Board Stipend Policy (AP)

Board Meeting

- Consent: Adopt FY 2022 Board Meeting Schedule (AP)
- Resolution No. ____ Board Stipend Policy # ____ (AP)
- Approval of the FY 22 General Manager Work Plan (AP)
- Approval of Contract for ADA Eligibility Assessment (PF)
- Approval of SAMTD | City of Salem MOU for Police Services (DT) – Tentative May/June
- Covid-19 Return to Work Update (TD)
- Q3 Reports: Finance, Performance, Trip Choice

June 24, 2021

Packets due to GM office: June 10

Board Reception for Outgoing/Incoming Board Members

Work Session

-

Board Meeting

- Budget Hearing (WF)
- Deliberation of Budget Hearing
- Res #2021-XX Adopt FY 2022 Approved Budget (WF)
- Consent: Approve FY 2022 United Way Donation (AP)

July 22, 2021 *TENTATIVE*

Packets due to GM office: July 8

Work Session

- Budget Committee Vacancies (AP)
- Board Committee Assignments (AP)

Board Meeting

- Accept Preliminary FY 2021 Financial Report (WF)
- Election of Officers and Oath of Office (July odd # years) (AP)

August 26, 2021 *TENTATIVE*

Packets due to GM office: August 12

Executive Session

-

Work Session

-

Board Meeting

- September Service Change Briefing (DT)
- Q4 Reports: Performance, Trip Choice
- Board's Committee Assignments (odd # years) (AP)

September 23, 2021 *TENTATIVE*

Packets due to GM office: September 9

Executive Session

- General Manager Performance Appraisal (PD)

Work Session

-

Board Meeting

- FY 2021 Performance Report (DT)

October 28, 2021 *TENTATIVE*

Packets due to GM office: October 14

Executive Session

Work Session

-

Board Meeting

- Consent: Approval of FY 2023 Budget Calendar (XX)
- Information: FY 2021 Security Report and Emergency Preparedness (DT)
- Resolution No. 2022-XX Adoption of Board Priorities and Principles (AP)

November 18, 2021 (3rd Thursday) *TENTATIVE*

Packets due to GM office: November 4

Work Session -

-

Board Meeting – 6:30 PM

- Q1 Reports: Finance, Performance, Trip Choice

December 16, 2021 (3rd Thursday) *TENTATIVE*

Packets due to GM office: December 3

Work Session -

-

Board Meeting

- January Service Change Briefing (DT)
- Consent: Advisory Committee Appointments
- Consent: Advisory Committee Chair/Vice-Chair Appointments

TO: SAMTD BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CALENDAR OF SCHEDULED MEETINGS

**** Until the Covid-19 pandemic guidelines set by the State have been lifted, the District will hold its public meetings virtually using *Google Meet* or *Zoom*.****

- Go to Cherriots.org/meetings/ for more information about a particular meeting.
- Send an email to publictestimony@cherriots.org with your comments on any Board or advisory committee business; or to be added to the email distribution list for meeting announcements.
- Go to Cherriots.org/gettinginvolved for more information about the advisory committees to the Board, or contact your Board representative. Thank you for your interest in Cherriots.

MAY 2021

6	Thu	6:00 PM	SAMTD Budget Committee Meeting 1
13	Thu	6:00 PM	SAMTD Budget Committee Meeting 2
18-21	APTA Legislative Conference
19	Wed	2:00 PM	STFAC Technical Advisory Subcommittee Meeting **
		3:00 PM	Special Transportation Fund Advisory Committee (STFAC) Meeting **
20	Thu	6:00 PM	SAMTD Budget Committee Meeting 3
			• <i>(for up-to-date information on Budget Committee Meetings, go to http://www.cherriots.org/meetings)</i>
25	Tue	6:30-9pm	Department of Land & Conservation Development (DLCD) Public Meeting re: transportation planning rule making for housing/transportation
27	Thu	5:00 PM	SAMTD Board Work Session **
		6:30 PM	SAMTD Board of Directors Meeting ** (Comcast Cable Channel 21 or Cherriots Facebook Live)
31	Mon	HOLIDAY	Memorial Day Cherriots Administrative Offices Closed Customer Service Closed NO bus service

JUNE 2021

15	Tue	5:30 PM	Citizens Advisory Committee **
24	Thu	5:00 PM	SAMTD Board Work Session
		6:30 PM	SAMTD Board of Directors Meeting and Budget Hearing (Comcast Cable Channel 21 or Cherriots Facebook Live)
			Wheatland Road Multimodal Corridor Study Virtual Open House #2
			• https://www.keizer.org/WheatlandRoadMultimodalCorridorVirtualOpenHouse

JULY 2021

4	Sun	HOLIDAY	Independence Day
5	Mon	Observed Holiday	Cherriots Observed Holiday Cherriots Administrative Offices Closed Customer Service Closed No bus service
			SAMTD Board Work Session

22 Thu 6:30 PM SAMTD Board of Directors Meeting
(Comcast Cable Channel 21 or Cherriots Facebook Live)

AUGUST 2021

26 Thu 6:30 PM SAMTD Board *Virtual* Work Session
SAMTD Board of Directors *Virtual* Meeting
(Comcast Cable Channel 21 or Cherriots Facebook Live)

SEPTEMBER 2021

1-3 APTA TRANSform Conference & EXPO
• Anaheim, California
7 Tue **CHERRIOTS SERVICE CHANGES** (go to: [Cherriots.org/changes](https://cherriots.org/changes))

6 Mon **HOLIDAY Labor Day** | Cherriots Administrative Offices **Closed**
Customer Service **Closed** | **No** bus service

21 Tue 5:30 PM Citizens Advisory Committee
SAMTD Board Executive Session
• G.M. Performance Evaluation ORS 192.660(2)(i)
SAMTD Board Work Session**
• Session begins at 5:30 PM or immediately following the Executive Session
23 Thu 6:30 PM SAMTD Board of Directors Meeting **
• (Comcast Cable CC:Media Channel 21 or Cherriots Facebook Live)

OCTOBER 2021

SAMTD Board Work Session **
SAMTD Board of Directors Meeting **
(Comcast Cable Channel 21 or Cherriots Facebook Live)

NOVEMBER 2021

11 Thu **HOLIDAY Veterans Day** | Cherriots Administrative Offices **Closed**
Customer Service **Open** | **Sunday Level Bus Service**
SAMTD Board of Directors Meeting **
• (Comcast Cable Channel 21 or Cherriots Facebook Live)

Thu **HOLIDAY Thanksgiving Day** | Cherriots Administrative Offices **Closed**
Customer Service **Closed** | **No** bus service

DECEMBER 2021

14 Tue 5:30 PM Citizens Advisory Committee **
SAMTD Board of Directors Meeting **
• (Comcast Cable Channel 21 or Cherriots Facebook Live)
24 Fri **Observed Holiday Cherriots Observed Holiday** | Cherriots Administration Offices: **Closed**
Customer Service **Open** | **Regular** bus service
25 Sat **HOLIDAY Christmas Day** | Cherriots Administration Offices: **Closed**
Customer Service **Closed** | **No** bus service
31 Fri **Observed Holiday Cherriots Observed Holiday** | Cherriots Administrative Offices **Closed**

JANUARY 2022



FY 2021 BOARD PRIORITIES AND PRINCIPLES

Salem Area Mass Transit District, also known as Cherriots, has established priorities and principles that board members can use when representing the District on external committees.

Cherriots Board of Directors adopts the following priorities and principles:

Support of increased public transit funding

While Cherriots has seen an expansion of service in recent years, noticeable gaps in frequency and coverage remain in the existing service. As such, we are supportive of initiatives that could support the expansion of public transit in Marion and Polk counties. Funding sources could include federal, state, or local (city and county) revenues.

Pedestrian and bicyclist infrastructure

Transit riders and other community members depend on a strong, multi-modal network to reach their destinations. Large sections of the urban growth boundary do not have sidewalks, and bike infrastructure is inadequate. As Cherriots becomes a mobility integrator, we must advocate for strong "first mile/last mile" infrastructure.

Environmental justice

Decisions on how to allocate resources should be viewed through a lens of environmental justice. New projects should always consider historically underserved communities. For example, an area with higher levels of pollution should be the first to receive funding targeted to mitigate pollution.

Maintenance of existing travel lanes before building new infrastructure

Allocation of funding for automobile travel lanes should prioritize the maintenance of existing infrastructure before building new, costly-to-maintain infrastructure.

Unaccounted costs

Attention should be paid to policies that put the burden of costly infrastructure on the public when the number of individuals who would benefit is nominal. For example, parking minimums increase the cost of housing and commercial properties for everyone, but only drivers of automobiles benefit.



Salem Area Mass Transit District
BOARD OF DIRECTORS VIRTUAL MEETING

Thursday, April 22, 2021 at 6:30 PM

PURSUANT TO GOVERNOR BROWN’S EXECUTIVE ORDER TO KEEP THE COMMUNITY SAFE DURING THE CONTINUING COVID-19 PANDEMIC EVENT, THIS MEETING WILL BE ONLINE ONLY. GO TO:

Join ZoomGov Meeting:

<https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZlV1BUM3QvWEU3bnplbHYzZz09>

Meeting ID: 160 519 4427 | Passcode: 512136

Comcast Cable Channel 21

Cherriots Facebook Live at <https://www.facebook.com/cherriots/>

YouTube through CC:Media at <https://www.capitalcommunitymedia.org/all>

AGENDA

A. CALL TO ORDER (President Ian Davidson)

- 1. Note of Attendance for a Quorum
- 2. Pledge of Allegiance
- 3. “Safety Moment”

B. ANNOUNCEMENTS & CHANGES TO AGENDA

If any agenda item involves a potential conflict of interest, Board members should so note this before the adoption of the Consent Calendar.

C. PRESENTATION - None

D. PUBLIC COMMENT

To offer testimony on any Board business, send an email to: board@cherriots.org by 5:00 p.m., the day of the Board meeting; or by mail to Cherriots Board of Directors, 555 Court Street NE, Suite 5230, Salem, OR 97301. Testimony received will be acknowledged at the Board meeting and will be included in the minutes for public record.

E. CONSENT CALENDAR

Items on the Consent Calendar are considered routine business 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. March 25, 2021 Board of Directors Meeting **3**

b.	March 25, 2021 Work Session	9
F.	ITEMS DEFERRED FROM THE CONSENT CALENDAR	
G.	ACTION ITEMS	
1.	Approval of Contract for Purchase of Zero Emission Buses	13
2.	Acceptance of Title VI Analysis - Emergency Services	15
3.	Approval of Lease Extension with RouteMatch for Tablets	45
H.	INFORMATIONAL REPORTS	
1.	May Service Change Briefing	47
I.	GENERAL MANAGER'S REPORT	
J.	BOARD OF DIRECTORS REPORTS	
	Board members report on their committee assignments as representatives of the District.	52
K.	ADJOURN BOARD MEETING	

Next Regular Board Meeting and Work Session Date: Thursday, May 27, 2021

This is a public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

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Para obtener una copia electrónica del paquete de la agenda de la Junta, vaya a www.cherriots.org/board.



Salem Area Mass Transit District
BOARD OF DIRECTORS
VIRTUAL MEETING

March 25, 2021

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

- Zoom ID: <https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZIV1BUM3QWWEU3bnplbHYzZz09>
- Cherrlots Facebook Live: <https://www.facebook.com/cherriots>
- YouTube via <https://www.capitalcommunitymedia.org/all>
- Comcast Channel 21

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar:	3
1. <u>Approval of Minutes</u>	
a. February 25, 2021 Board Work Session	
b. February 25, 2021 Board of Directors Meeting	
Moved to approve the FY2022-2024 General Manager’s Three-Year Strategic Work Plan	4

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



Salem Area Mass Transit District
BOARD OF DIRECTORS VIRTUAL MEETING

March 25, 2021

MINUTES

PRESENT:

- Board President Ian Davidson; Directors Charles Richards, Chi Nguyen, Colleen Busch, Sadie Carney, Maria Hinojos Pressey, and Robert Krebs
 - Staff Allan Pollock, General Manager; David Trimble, Deputy General Manager; Patricia Feeny, Director of Communication; Tom Dietz, Director of Operations; Paula Dixon, Director of Human Resources & Labor Relations; Steve Dickey, Director of Technology & Program Management; Scott Kirkland, Network Administrator; Dan Knauss, Contracts/Procurement Manager; Linda Galeazzi, Executive Assistant; and Kathryn Pawlick, SAMTD Legal Counsel
 - Guests Ryan Farncomb, Senior Planner/Project Manager, Parametrix; Jean Sherbeck, Special Transportation Fund Advisory Committee
-

A. CALL TO ORDER

6:43 PM

President Ian Davidson called the meeting to order and apologized for the delay due to connectivity issues with Facebook Live. CC:Media was able to broadcast to Channel 21 and to YouTube; therefore, the decision was made to continue to proceed. Attendance was noted and a quorum was present.

Mr. Pollock shared good news about the spread of the Covid virus for the Safety Moment. Polk County is moving in the right direction from “high risk” to “moderate risk” which includes the West Salem area so that people living there can feel good about that. Marion County remains “high risk.” He encouraged people to remain vigilant and continue to practice the “*Three Ws – Wash your hands, wear your mask and watch your distance*” to help prevent the spread of the COVID-19 virus.

B. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

Mr. Pollock announced that Information Item H.1 regarding the South Salem Transit Center project will be moved ahead of Action Item G.1 to Approve the General Manager’s Three-Year Strategic Work Plan.

President Davidson acknowledged recent violent activities that took place and denounced the violence and hate crimes targeting Asians and Asian Americans. The Board will not stand for hate or violence, discrimination or any other form of racism; but is committed to



doing its part as the public transit provider in the region to ensure that the Salem/Keizer community is a place of safety, trust and belonging. *[President Davidson's written statement is herein made a part of these minutes as Attachment A.]*

C. PRESENTATION - None

D. PUBLIC COMMENT - None

E. CONSENT CALENDAR

Shall the Board approve the Consent Calendar?

Presenter: President Davidson

Staff Report: 5-18 of the agenda

1. Approval of Minutes

a. February 25, 2021 Board Work Session

b. February 25, 2021 Board of Directors Meeting

Motion: **Moved to approve the Consent Calendar**

Motion By: **Director Robert Krebs**

Second: **Director Charles Richards**

Vote: **Motion passed:**

Busch, Carney, Davidson, Hinojos Pressey, Krebs, Nguyen, Richards (7)

F. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

G. INFORMATION ITEMS

1. Briefing on the South Salem Transit Center Project

Presenter: Steve Dickey, Director of Technology and Program Management

Ryan Farncomb, Senior Planner/Project Manager, Parametrix

Staff Report: Pages 25-30 in the agenda

PowerPoint presentation

Mr. Dickey spoke about the history of the site selection process for a South Salem Transit Center location since 2014 when transit centers started with the "3 C's" Concept in the Strategic Business Plan. Mr. Dickey introduced Ryan Farncomb from Parametrix. Parametrix was selected through the Request for Proposal (RFP) approach to assist the District with the process to identify the ideal location for the South Salem Transit Center. Parametrix is currently developing an understanding of the transit market and needs, and developing a recommended change to the transit network. In April they will proceed with a community survey to understand the needs from the public; and later conduct an online engagement to vet transit center ideas to help them identify the best sites and develop a prototypical design in the summer. For more information, the community can log into www.southsalemmtc.org.



H. ACTION ITEMS

- 1. Approval of FY2022-24 General Manager’s Three-Year Strategic Work Plan

Presenter: Allan Pollock, General Manager

Staff Report: Pages 21-24 in the agenda

The Board is responsible for evaluating the General Manager’s performance. The criteria used for the evaluation begins with the Strategic Work Plan that is developed in March by the Board and General Manager for the upcoming appraisal year. The criteria provides a benchmark of the Board’s satisfaction with the general management and leadership abilities of the General Manager within the evaluation period from July 1 to June 30.

Motion: **Moved to approve the FY2022-2024 General Manager’s Three-Year Strategic Work Plan**

Motion By: **Director Sadie Carney**

Second: **Director Charles Richards**

Vote: **Motion passed:**

Busch, Carney, Davidson, Hinojos Pressey, Krebs, Nguyen, Richards (7)

I. GENERAL MANAGERS REPORT

Mr. Pollock announced that transit employees as essential employees are now eligible for the Covid vaccine. Cherrriots transit service is lending vaccination support to the community while Northwest Human Services is renovating their West Salem Office and moving to Monmouth. Cherrriots will provide bus rides for those who have an appointments to get their vaccine, who use Route 45 to Polk County, to the Oregon State Fairgrounds on Route 13 and to Western Oregon University on Route 40X where vaccine clinics are set up. Mr. Pollock noted that there will be a full service change report in May. One highlight will be the return of weekday evening service from 9:00-11:00 p.m. Sunday service is slated to begin in September.

J. BOARD OF DIRECTORS REPORTS

Director Nguyen provided a written statement [herein entered as Attachment B to these minutes] and spoke with emotion about the six women of Asian descent who were killed while working to feed their families. She asked that people use their power of influence to break this cycle because no one should be made to feel they don’t belong. She also announced that the selection committee for the diversity, equity and inclusion consulting services was in the next phase of the interview process.

Board members each thanked Director Nguyen for her vulnerability and being willing to share her discomfort and mourn with those who mourn. They expressed their support of equal rights for everyone.



Director Hinojos Pressey attended her first meeting of the Citizens Advisory Committee on March 16 where they were informed about the South Salem site selection process and the unmet needs in transit. The next CAC meeting is June 15.

Director Carney spoke about the Federal Highway Administration and Federal Transit Administration presentations called the "SKATS Planning Process. A letter from Portland Metro was sent to Mr. Jaffe about a TIP amendment to resurface I-5 and an adjustment on the bike/pedestrian project on Hollywood Road in Silverton.

President Davidson spoke about the Mid-Willamette Valley Council of Governments (MWVCOG) meeting with the new executive director and chair. He said there was no Mid-Willamette Area Commission on Transportation (MWACT) meeting. Salem's Climate Action Plan Committee met this month. Consultants gave the committee a glimpse of their modeling and why they are talking about a tripling in transit which will need more revenue. Strategies are being considered in a survey until April 23.

Director Krebs received his second Covid vaccine and encouraged others to sign up. He attended the annual meeting of the MWVCOG and felt it was a very good meeting. He also attended the Morningside Neighborhood Association meeting and SKATS. He is also involved with an intercity advocacy group to get funding.

Director Richards spoke about 400 veterans who were able to get their shots at the veterans' center where you have to walk a ways. He asked if the District could look into a stop at the V.A. Center on McGilchrist.

Director Busch provided a written report of her monthly activities that is on file. She attended Coffee with Cathy, the State of the City meetings, the State of the County and the MWVCOG Annual Awards meeting. She noted that PGE provided a donation for fire damage and prevention; \$25,000 goes to non-profit groups, \$75,000 goes to the County. She also sent kudos to the transit operators and maintenance employees who were celebrated on March 18.

K. ADJOURN BOARD MEETING

7:54 PM

Respectfully Submitted

Ian Davidson, President

Statement by Board President Ian Davidson

Before we dive into our meeting I wanted to take a few minutes to talk about recent events. As you all know, there has been an alarming increase in violence and hate crimes targeting Asians and Asian Americans in these recent months and weeks. We denounce these violent acts, which have not only spiked in their frequency, but in their gravity.

It may be comforting to think that this is a problem elsewhere, that it is somehow confined to Atlanta or other communities. But that is not the case. A few weeks ago, just four blocks from here, a 21-year-old Asian American woman was pushed down to the ground and was physically assaulted by two men who were making disparaging, racially-charged comments.

Let me be clear: this was a racially-motivated hate crime involving physical violence and harassment, targeted at a member of our community--our neighbor.

It is important to note that while this is one instance that made the news, it is not the only time violence has been done to Asian Americans in our area, and certainly it isn't the only time prejudice has been shown. Before someone commits racially-motivated violence, they have racially-prejudiced thoughts, and these sentiments have, unfortunately, been protected or minimized by influential institutions in our country. For that reason it is important that we, as an institution, are very clear about where we stand on this issue.

We will not stand for hate or violence, or any other form of racism. We are committed to doing our part, as the public transit provider in the region, to ensure that our community is a place of safety, trust, and belonging for all.

Attacks such as these are painful reminders of the importance and significance of the work our Diversity, Equity, and Inclusion Committee is engaged in THANKS TO DIRECTORS CHI NGUYEN AND MARIA HINOJOS PRESSEY FOR LEADING THE WORK.

As a board, we are committed to maintaining a business and working environment that is welcoming, supportive, and safe. In our role as public servants, we will not tolerate discrimination, intimidation, or violence directed against any member of our community. With unified voices and actions we can foster a more inclusive and safer society.

ATTACHMENT B

I know words will fail me in my report tonight, because it has been an exhausting two weeks. Six women of Asian descent were murdered as they went about their daily life trying to do what any person would, trying to make a living to feed their family. It has been a long 15 months for people who have received the brunt of hate having been scapegoated and blamed for a global pandemic. And yet if I fail to speak tonight, I will have failed my community. So you're going to have to feel this discomfort with me as I struggle through my remarks.

I wish I had no tears left to cry. I wish I did not have to spend this last weekend trying to explain to my kids why they might experience life differently from their friends by merely looking different or coming from a different family composition than their friends. I wish I did not have to take a call right before tonight's work session and board meeting of an Asian person running for school board that has been targeted in a racial attack.

So my call-to-action to you is, if you have not had to do extra emotional labor responding to these events, I am asking you to use your power and privilege to interrupt hate when you see it. It boils my blood to hear when a transit employee experienced acts of hate when a person is chasing and hitting the bus while yelling racial slurs at the driver, just north of us. Shortly after this, I heard of another situation where one rider kicked another rider and her son while also hurling racial slurs. No one, I repeat NO ONE, should be made to feel like they don't belong. Unless you are an Indigenous person, regardless of how you arrived here, with or without consent, we are all guests on this land.

In conclusion, I want to use this opportunity to remind the general public that this board (just like many other boards and commissions) is made up of common, everyday people trying to serve their community. We are volunteers. We are humans. Humans come with feelings. Just like everyone else who has had to figure out how to make virtual schooling work while also working from home, so did we. When something happens in the community, we are your neighbors. I refuse to give into the hatred, I believe we are better than this. I believe the only way out of this is through love and restoring our humanity.

This brings home the point why the timing that this board has prioritized the work of the Diversity, Equity, Inclusion, and Accessibility Committee is so needed. We have made it through the initial screening process and have invited 3 firms into the next phase of interviews. The interviews will happen this Saturday after the initial scoring round that took place March 6th. Being able to invest my emotions to a best and highest good in this way has been the most redeeming factor in these dark days. Thank you and this concludes my report.

Written by Director Chi Nguyen



Salem Area Mass Transit District
 Board of Directors
 ~ **VIRTUAL WORK SESSION** ~
 February 25, 2021

Pursuant to Governor Brown’s Executive Order 20-16 issued in response to the COVID-19 pandemic, this meeting was held electronically via Google Meet.

ZoomGov Meeting:

<https://cherriots-org.zoomgov.com/j/1608361530?pwd=MHNSRGZ3a1FiTE5XSHIGdzYvRWpuUT09>

Meeting ID: **160 836 1530**

Passcode: **864458**

By Phone: **+1 669 254 5252**

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

PRESENT:

- Board President Ian Davidson; Directors Charles Richards, Chi Nguyen, Colleen Busch, Sadie Carney, Maria Hinojos Pressey, and Robert Krebs
- Staff Allan Pollock, General Manager; David Trimble, Deputy General Manager; Patricia Feeny, Director of Communication; Tom Dietz, Director of Operations; Paula Dixon, Director of Human Resources & Labor Relations; Steve Dickey, Director of Technology & Program Management; Scott Kirkland, Network Administrator; Melissa Kidd, Customer Service Manager; Gregg Thompson, Maintenance Manager; Jeremy Jorstad, Transit Planner II; Linda Galeazzi, Executive Assistant; and Kathryn Pawlick, SAMTD Legal Counsel
- Guests Joel Donham, Lead Engineering Consultant, and Cynthia Gibson, Managing Consultant from Center for Transportation & the Environment; Jean Sherbeck, Special Transportation Fund Advisory Committee

MINUTES

- 1. CALL TO ORDER 5:00 PM**
 President Ian Davidson called the work session to order at 5:00 p.m. A quorum was present. Mr. Pollock shared a Safety Moment. There were no announcements.
- 2. PRESENTATION – None**
- 3. DISCUSSION**
 - a. Cherriots Low-No Grant Funded Zero Emissions Bus Project
 - Staff report: PowerPoint Presentation
 - Presenters: Joel Donham, Lead Engineering Consultant, and Cynthia Gibson, Managing Consultant from Center for Transportation & the Environment (CTE)

The project team from CTE was introduced, as well as Jeremy Jorstad, Transit Planner II Melissa Kidd, Customer Service Manager, and Gregg Thompson, Maintenance Manager from the District who partnered with CTE to refine the grant application for the Low-No grant program. They were successful in 2020 by focusing on regional policy support, targeting Route 11/Lancaster Road for the implementation of Battery Electric Buses (BEB), and using battery lease payments as the local match.

CTE consultants used a PowerPoint presentation to feature what is different with battery electric buses, and the District's choice of a bus by Gillig with an electric powertrain by Cummins. Progress was reported in detail on Tasks 1, 2, and 3 of the project using charts to show the outcomes of required analysis on the route modeling process, route and block feasibility, charging requirements, a deployment strategy, and energy cost estimates.

Follow-up:

b. Discussion on Potential Board Compensation Policy

Staff report: Pages 5-8 of the agenda and applicable laws - ORS 198.190 *Compensation and expenses of governing body members*; ORS 244.040 *Prohibited use of official position or office; exceptions; other prohibited actions*; ORS 244.120(2)(a) *Methods of handling conflicts; Legislative Assembly; judges; appointed officials; other elected officials or members of boards*.

Presenter: President Ian Davidson
Allan Pollock, General Manager

Mr. Pollock began the discussion with the Board to consider whether or not there should be compensation for their service on the board. The last time this topic was discussed on February 27, 2020, staff was asked to do some research on it, and then the Covid pandemic hit which closed down access to the research. The District's legal counsel was eventually able to do some research and found there were provisions for a stipend program based on *ORS 198.190* authorizing compensation for governing boards of special districts in an amount not to exceed \$50 per day or a portion thereof for services performed as a member of the governing body. In this scenario, for each qualifying event which the Board would designate in a policy, Board members would be eligible for \$50 of pay for that day. There is another option for a fixed amount per month for board activities whether it be for one activity or many activities.

As a result, the Board has three options. The first option is to do nothing; and leave it as is. The second option is to develop a compensation policy consistent with ORS 198.190 that provides a stipend for a qualifying meeting or event with no more than \$50 per day; or, under the same ORS, structures it in a way to compensate for multi-level events. Mr. Pollock provided a table listing the three options with the pros and cons of each option. He asked that the Board engage in some discussion and then provide guidance to staff on next steps, if any.

Mr. Pollock indicated from the opinions of the Oregon Government Ethics Commission (OGEC) for *ORS 244.040*, that there did not appear to be a conflict of interest if a Board voted to receive compensation and/or created a board policy that authorized compensation. The fixed amount and type of compensation were set by statute. Directors would not be using their official positions to obtain financial gain that would not otherwise be available. Conflicts of interest would apply if a Board wanted to change the compensation policy in a way that resulted in each director's financial gain or detriment; unless the amendment only applied to future directors. In that circumstance, Directors eligible for another term on the Board would have a potential conflict of interest, and would need to follow procedures outlined in *ORS 244.120(2)(a)*.

There was time for questions and answers as the Directors reviewed the pros and cons of the three options to provide guidance to staff on next steps.

In response to the question about a qualifying events in Option Two, Mr. Pollock explained that qualifying events or days might be a Board meeting or a Salem Keizer Area Transportation Study (SKATS) meeting that would be identified in a policy. Compensation might be capped at no more than \$50 per day or event, and not more than X amount per month.

For a question about the ability of a Director to yield their compensation to a "kitty" or "coffer" for an agreed upon purpose, President Davidson did not think the Board should be responsible for the exchange of public monies. Mr. Pollock advised that transferring a stipend could not be done. Directors will also be required to report their stipends on the Statement of Economic Interest form each year; and if it is more than \$600, there would also be reportable taxes.

Director Hinojos Pressey advocated for Option Three to allow for a more demonstrated democracy by alleviating a person's choice of participating or working to put food on the table.

Director Nguyen and Director Carney favored Option Three.

Director Krebs said he favored a monthly stipend. Directors would be better able to budget for the needs mentioned. The stipend opens that door so that some of those expenses would be covered; and it would help to get younger people on the Board.

President Davidson favored settling on an amount under Option Three that was ethical and publically accountable according to the Consumer Price Index (CPI) formula. Director Krebs agreed.

Director Busch stated that Option Three gives the full board equal compensation. It serves the equity piece better. Right now the Board equally gets no compensation. The CPI

would level the amount and the people they serve would affect that amount, which also levels the playing field.

Director Richards said he has never expected to be paid for volunteering; or thought about a dollar amount for working on the Board. Of the options presented, he favored Option Two.

Follow-up: Staff will provide the Board with more information on policy development for these options.

4. GENERAL MANAGER COMMENTS

Staff report: Pages 9-12 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock reviewed the upcoming board's meetings in April. He announced that there would be an executive session, work session and board meeting on April 22nd. Also in May or June, the Board will be asked to take action on an MOU for police services with the City of Salem. He reminded the Board that April 15th was the last day to file their Statement of Economic Income Report to the Oregon Government Ethics Commission.

5. WORK SESSION ADJOURNED

6:23 PM

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



BOARD MEETING MEMO

Agenda Item G.1

To: Board of Directors

From: Gregg Thompson, Maintenance Manager
Tom Dietz, Director of Operations

Thru: Allan Pollock, General Manager

Date: April 22 , 2021

Subject: Authorize the General Manager to Execute a Contract with Gillig for the purchase of five (5) 40' battery electric buses.

ISSUE

Shall the Board authorize the General Manager to execute a contract with Gillig for the purchase of five (5) 40' battery electric buses to replace five 35' diesel buses for an amount not exceed \$ 3,597,775?

BACKGROUND AND FINDINGS

SAMTD's current fleet for delivery of Cherriots local service consists of sixty four (64) 35' and 40' buses. Regular replacement of these vehicles is necessary to ensure safe, efficient delivery of this service. In accordance with the District's Transit Asset Management plan and State of Good Repair planning, SAMTD staff is committed to ensuring our vehicles are replaced at a schedule consistent with industry best practices. The five (5) vehicles scheduled to be replaced are approaching 14 years of age and average 545,000 miles, which at the time of replacement will far exceed the 12-year 500,000 mile Useful Life Benchmark set by the Federal Transit Administration.

These buses will be procured under the provisions and guidance of the 2020 Lo or No Emission Vehicle Program using 5339(c) funds. Eligible activities under this grant include the naming of bus manufacturers in the grant application which satisfy competitive procurement requirements. Research was conducted into the current manufacturers of battery electric buses. Information was obtained regarding successful deployments, delivery times, parts availability, charging and reliability. Independent cost evaluations were successfully completed. Gillig was named as our bus builder partner. Gillig offers superior support for their buses

and have had success in battery electric deployments. Partnering with Gillig ensures consistency among the current Cherrlots Local fleet. Additionally Gillig has partnered exclusively with Cummins for the electrification and propulsion of their buses.

To increase the local match amount, SAMTD will be leasing the batteries for these five buses. The cost per bus does not include batteries; this will be a separate procurement.

FINANCIAL IMPACT

Funding for this proposed contract will be included in the Capital Projects Budget of SAMTD's proposed FY2022 Budget. Vehicle costs are listed in Table 1 below:

TABLE 1

CATEGORY	PRICE	QUANTITY	TOTAL
Category A Bus	\$ 719,555	5	\$3,597,775
GRAND TOTAL:			\$3,597,775

Funding for the proposed contract is covered from the FTL Lo/No 5339(c) grant.

Funds for the bus purchase are listed in Table 2 below:

TABLE 2

FUND SOURCE	GRANT PERCENTAGE	MATCH PERCENTAGE	GRANT AMOUNT	MATCH AMOUNT	TOTAL
Lo/No 5339(c)	75%	25%	\$ 2,698,331	\$ 899,444	\$ 3,597,775
				Grand Total	\$ 3,597,775

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to execute a contract with Gillig for the purchase of five (5) 40' battery electric buses to replace five (5) 35' diesel buses for an amount not exceed \$3,597,775.

PROPOSED MOTION

I move the Board authorize the General Manager to execute a contract with Gillig for the purchase of five (5) 40' battery electric buses to replace five (5) 35' diesel buses for an amount not exceed \$3,597,775.



To: Board of Directors

From: Ted Stonecliffe, Transit Planner II
Chris French, Service Planning Manager

Thru: Allan Pollock, General Manager

Date: April 22, 2021

Subject: Acceptance of Title VI equity analyses regarding fare free operations and Route 22 removal

ISSUE

Shall the Board accept the Title VI equity analyses regarding fare free operations and Route 22 removal?

BACKGROUND AND FINDINGS

The Federal Transit Administration (FTA) released a list of frequently asked questions (FAQ) pertaining to Title VI equity analyses during the pandemic in May, 2020. The following was included in the FAQ:

R2: Are Title VI equity analyses required for emergency service cuts and changes during COVID-19?

A: No. Under [FTA's Title VI Circular](#) 4702.1B, transit providers that operate 50-or-more fixed route vehicles in peak service and are located in an urbanized area (UZA) with a population of 200,000 or more, must perform a service equity analysis whenever they make a major service change. The service equity analysis evaluates the impacts of the proposed service changes on Title VI-protected populations and low-income populations. Temporary service changes in response to an emergency do not rise to the level of a major service change, so a service equity analysis is not required. **Similarly, FTA exempts all temporary fare changes enacted as a result of an emergency from the fare equity analysis requirement. However, if a transit agency chooses to make permanent any changes made during an emergency, then the transit agency must perform a service or fare equity analysis.**

FTA does expect that all transit agencies take reasonable measures to implement temporary service or fare changes equitably to prevent unintentional discrimination. FTA does not require a transit agency to document this process, get board approval prior to

implementing changes, or share documentation on the changes with FTA, but FTA recommends that transit agencies document the rationale for specific service reductions, as well as steps taken to ensure equitable reductions in service, in the event someone files a complaint.

FTA considers changes to fares permanent if they last six months or more, even during the COVID-19 pandemic. Likewise, service changes that last twelve months or more are considered permanent, and a service equity analysis must be performed. Per the adopted Cherriots Title VI Program in Attachment A, the Cherriots Board of Directors is required to accept any equity analysis related to fare changes and major service changes. Policies 710 and 707 in Attachments B and C, define fare changes and major service changes, respectively.

FINANCIAL IMPACT

There is no financial impact for approving the Title VI equity analyses regarding fare free operations and Route 22 removal.

RECOMMENDATION

Staff recommends that the Board accept the Title VI equity analyses regarding fare free operations and Route 22 removal.

PROPOSED MOTION

I move that the Board accept the Title VI equity analyses regarding fare free operations and Route 22 removal as shown in Attachment A.

Fare free COVID-19 Operations Title VI Equity Analysis

Background and history

Due to the coronavirus disease (COVID-19) outbreak, an emergency was declared on March 19, 2020 by General Manager/CEO, Allan Pollock (see Memo #7 below). The first service reductions were made when service was halted on March 30 through April 5, 2020 due to staffing level declines as a result of the COVID-19 disease. A strategy for keeping transit operators and riders safe was developed over the six day closure period, which included:

- Cutting service to Sunday level of service, which meant some routes weren't running, and all others were only operating at hourly headways.
- Boarding passengers through the rear door unless they requested the ADA ramp.
- Fare collection ceased.
- Buses were cleaned after every trip.

Fares before the COVID-19 service changes

The current fare ordinance was adopted on February 28, 2019 by the Cherriots Board of Directors for the June 3, 2019 fare change, which included lower fares for youth (ages 6-17) on Cherriots Local and Cherriots Regional services.

Fare collection ceased due to:

- Declared emergency called for drastic measures to keep operators and riders safe.
- Month and day passes utilize mag-stripe technology, which have to be swiped at the fare box for validation. Fare boxes were made unavailable to most riders since front door boarding would only be allowed for those who requested the ADA ramp.
- Cash was considered a hazard due to the belief of it transferring germs and viruses.
- Closing of public spaces where fares were being sold meant that fare cards were not as available to riders.

Plan to resume collection of fares

As soon as all frontline employees who wish to receive the vaccine do receive it, and provisions for crowd control are implemented in the Customer Service Lobby, then fare collection can resume. Frontline staff includes transit operators, facilities maintenance workers, contracted service employees, and customer service staff.


Title VI equity analysis

Resuming collection of fares does not pose any disparate impacts on ethnic minority groups nor does it place any disproportionate burdens on low-income populations because:

- The decision to halt fare collection was in response to an emergency declared by the General Manager/CEO to preserve the safety of Cherriot's employees and customers.
- Even though fares have not been collected for more than six months, which is the threshold the Federal Transit Administration has to designate the change as "permanent," resuming collection of fares at the levels they were previously simply means the system is going back to its previous normal status quo, and all riders must begin to pay the fares again, not just certain groups.



MEMO

To: All Employees
From: Allan Pollock, General Manager 
Date: March 19, 2020
Subject: Coronavirus Update #7 Declaration of Emergency

We continue to take all necessary measures to ensure the health and safety of our employees, our customers, and our community.

Current conditions now warrant Cherrriots to issue a **Declaration of Emergency**.

What does this mean for the District? Simply put, a state of emergency is a situation in which a government is empowered to perform actions or impose policies that it would normally not be permitted to undertake. Earlier this month, the nation, the state, Marion County, and the City of Salem announced emergency declarations.

This crisis has impacted the District's ridership and employees. This emergency will require the District to make changes to current duties and work in order to maintain as much service as possible to the community we serve. Soon, we will need to reduce some service, either due to a federal, state, or local directive, or staffing shortages or lack of riders.

It is essential for management to have the ability to modify Transit Operator and Maintenance work assignments as necessary to continue to provide service to our community.

Thank you for your support during this challenging time. We value our employees, and are especially grateful to those who are on the job, providing direct service to our customers during this critical time.

Removal of Cherris Route 22 Civic Center Loop Title VI Service Equity Analysis

1. Background

Cherris launched Route 22 in January 2017 in response to many customer complaints about not having clear destinations of Route 13 buses at the Downtown Transit Center (DTC). People couldn't tell whether the bus was going towards the library to the south or to Chemeketa Community College to the north.

From September 2015 through December 2016, Route 13 served all of the bus stops and path of today's Route 22. It was thought that by connecting the city library with the Chemeketa Community College library in northeast Salem without a transfer, there would be more ridership on this route which wasn't performing well prior to 2015. However, Cherris Customer Service staff and the bus operators heard many complaints from riders who didn't know which direction the buses were going when leaving the DTC.

Planning staff decided to rebrand the Civic Center loop into a separate route with its own bay at the DTC in order to take care of this issue. This seemed to work well at the time, however there were other operational issues that still exist with Routes 13 and 22 interlined. These issues, such as a very short layover time for the two routes, could be remedied with the elimination of Route 22.

Route 22 travels from the DTC to the Salem Civic Center where City Hall, city offices, and the public library are located. It then makes a loop by traveling on Mission Street to Church Street, where people can access Salem Hospital, which is a quarter mile walk to Building A of the hospital from the bus stop on Church Street at the intersection with Mission Street. There is a low-income housing apartment complex and the SAIF Corporation campus accessed by the bus stop near the intersection of Church and Trade Streets. The bus returns to the DTC to complete the loop.

The primary focus of the route is to provide direct access to the Civic Center, a new ADA-compliant stop just across the street, served by Route 21, which runs every 15 minutes during the hours of operation of the City offices, is now in place. A marked crosswalk with push-button Rectangular Rapid Flashing Beacon lights was installed prior to the bus stop improvements. This makes crossing Commercial Street to the Civic Center safe and possible for all.

A bus stop for the inbound direction is located on Liberty Street, and it is also served by Route 21 every 15 minutes. A protected crosswalk is provided at a traffic signal at Bellevue Street. The other two Route 22 stops are covered by other existing routes, therefore the service is redundant.

The Civic Center stop of Route 22 has been out of service since March 16, 2020 when the library closed the access road to allow for construction-only access. As of March 2021, this access road is still closed. Moreover, the former access road created a difficult maneuver for bus operators who had to look through the opposite side windows of the bus in order to see when merging back into traffic. This unsafe operation would be eliminated with the discontinuation of the route.

The route operates from 5:53 a.m. to 9:05 p.m. and runs at 30-minute headways during all hours. Figure 1 below shows the path, stops, and timepoints of Route 22 service as it operated in January 2020. The service was temporarily removed in mid-March when emergency cuts had to be made due to the COVID-19 conditions.

Figure 1. Path, Stops, and Timepoints of Route 22 – Civic Center Loop



2. Title VI Requirements

As a recipient of Federal financial assistance, SAMTD must ensure that service changes – both increases and reductions – comply with Title VI of the Civil Rights Act of 1964, which states: “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The FTA has provided specific implementing guidelines and regulations for complying with Title VI in Circular 4702.1B (“Circular”). Due to the interrelated nature of race/ethnicity and income, the Circular instructs transit agencies to consider impacts on low-income populations as well as minority populations; the assessment of

potential Title VI issues related to service changes is completed through a service equity analysis.

3. SAMTD Title VI Compliance

In the spring of 2014, SAMTD submitted its Title VI program to comply with the latest FTA Circular. A letter of concurrence was received in December 2015 from the FTA stating that the SAMTD Title VI Program complies with the Circular. The program outlines agency policies, definitions, and procedures for complying with Title VI and performing equity analyses. This includes the agency's Major Service Change, Adverse Effects, Disparate Impact, Disproportionate Burden, and Public Hearing policies. An update to the program was approved by the SAMTD Board of Directors at the June 25, 2020 Board meeting. The following summarizes these policies, but if further information is needed, the reader is directed to the full 2020 SAMTD Title VI Program, available on Cherriots.org.

3.1 Major Service Changes Policy

All changes in service meeting the definition of Major Service Change are subject to a Title VI Equity Analysis. A Major Service Change is defined as:

1. Either a reduction or an expansion in service of:
 - a. 15 percent or more of the number of transit route miles based on the miles of an average round-trip of the route (this includes routing changes where route miles are neither increased nor reduced (i.e., re-routes)), or;
 - b. 15 percent or more of a route's frequency of the service (defined as the average hourly frequency throughout one service day for local fixed routes and as daily round trips for regional express routes) on a daily basis for the day of the week for which a change is made or;
 - c. 15 percent in the span (hours) of a route's revenue service (defined as the time between the first served stop of the day and the last stop), on a daily basis for the day of the week for which a change is made;
2. A transit route split where either of the new routes meet any of the above thresholds when compared to the corresponding piece of the former route.
3. A new transit route is established.

A Major Service Change occurs whether the above thresholds are met:

1. Within a single service proposal, or;
2. Due to a cumulative effect of routing, frequency, or span changes over the year prior to the analysis.

3.2 Definition of Adverse Effects

Adverse effects of Major Service Changes are defined as:

1. A decrease in the level of transit service (hours, days, and/or frequency) by 15%; and/or
2. Decreased access to comparable transit service, which is defined as an increase of the access distance to beyond:
 - a. One quarter mile for bus stops served by less than four buses per hour during peak times, or;
 - b. One half mile for bus stops served by four or more buses per hours during peak times, as well as for all regional express service.

3.3 Disparate Impact Policy

Testing for Disparate Impact evaluates effects on minority riders or populations as compared to non-minority riders or populations. "Minority" is defined as all persons who identify as being part of a racial/ethnic group besides white, non-Hispanic.

3.3.1 Disparate Impact Analysis

The determination of disparate impact associated with service changes is defined separately for impacts of changes on individual route, and for system-level impacts of changes on more than one route, as well as for both service reductions and service improvements:

1. In the event of potential adverse effects resulting from service reductions:
 - a. A Major Service Change to a single route will be considered to have a potential disparate impact if the percentage of impacted minority population in the service area of the route exceeds the percentage of

minority population of Marion and Polk Counties by at least 5 percentage points (e.g., 36 percent compared to 31 percent).

b. To determine the system wide impacts of Major Service Change reductions on more than one route, the percentage of Marion and Polk Counties' minority population that is impacted is compared to the percentage of Marion and Polk Counties' non-minority population that is impacted. If the percentage of the minority population impacted is at least 20 percent greater than the percentage of the non-minority population impacted (e.g., 12 percent compared to 10 percent), the overall impact of changes will be considered disparate.

2. In the event of service improvements:

a. A major service change to a single route will be considered to have a potential disparate impact if:

i. The improvement is linked to other service changes that have disproportionate and adverse effects on minority populations, or;

ii. The percentage of impacted minority population in the service area of the route is less than the percentage of minority population of Marion and Polk Counties by at least 5 percentage points (e.g., 26 percent compared to 31 percent).

b. To determine the system wide impacts of Major Service Change improvements on more than one route, the percentage of Marion and Polk Counties' minority population that is impacted is compared to the percentage of Marion and Polk Counties' non-minority population that is impacted. If the percentage of the minority population impacted is at least 20 percent less than the percentage of the non-minority population impacted (e.g., 8 percent compared to 10 percent), the overall impact of the changes will be considered disparate.

3.4 Disproportionate Burden Policy

Testing for a Disproportionate Burden evaluates potential effects on low-income riders or populations, defined as riders or populations at or below 150% of the federal poverty level.

3.4.1 Disproportionate Burden Analysis

The determination of disproportionate burden associated with service changes is defined separately for impacts of changes on individual route, and for system-level impacts of changes on more than one route, as well as for both service reductions and service improvements:

1. In the event of potential adverse effects resulting from service reductions:
 - a. A Major Service Change to a *single route* will be considered to have a potential disproportionate burden if the percentage of impacted low-income population in the service area of the route exceeds the percentage of low-income population of Marion and Polk Counties by at least 5 percentage points (e.g., 36 percent compared to 31 percent).
 - b. To determine the *system wide* impacts of Major Service Change reductions on more than one route, the percentage of Marion and Polk Counties' low-income population that is impacted is compared to the percentage of Marion and Polk Counties' non-low-income population that is impacted. If the percentage of the low-income population impacted is at least 20 percent greater than the percentage of the non-low-income population impacted (e.g., 12 percent compared to 10 percent), the overall impact of changes (burden) will be considered disproportionate.
2. In the event of service improvements:
 - a. A major service change to a *single route* will be considered to have a potential disproportionate burden if:
 - i. The improvement is linked to other service changes that have disproportionate and adverse effects on low-income populations, or;
 - ii. The percentage of impacted low-income population in the service area of the route is less than the percentage of low-income population of Marion and Polk Counties by at least 5 percentage points (e.g., 26 percent compared to 31 percent).

To determine the *system wide* impacts of major service change improvements on more than one route, the percentage of Marion and Polk Counties' low-income population that is impacted is compared to the percentage of Marion and Polk Counties' non-low-

income population that is impacted. If the percentage of the low-income population impacted is at least 20 percent less than the percentage of the non-low-income population impacted (e.g., 8 percent compared to 10 percent), the overall impact of changes (burdens) will be considered disproportionate.

3.5 Requirement for a Public Hearing

The following paragraph defines when a public hearing is required in the case of service changes:

SAMTD shall hold a public hearing when any Major Service Change proposed that results in a decrease in service. Notice must be published in a general circulation newspaper. In addition, notice will be placed in newspapers, publications, or websites that are oriented to specific groups or neighborhoods that may be affected by the proposed Major Service Change. The notice must be published at least 30 days prior to the hearing. The notice must contain a description of the proposed service reduction, and the date, time, and place of the hearing.

4. Equity Analysis

In order to determine whether these service changes had the potential to lead to a disparate impact or disproportionate burden, District staff used the above definitions to analyze the difference between the current service and the planned service.

4.1 Major Service Change Test

The removal of Route 22 meets the definition of a major service change because it is a decrease in more than 15 percent of the route miles, frequency, and span of revenue service.

4.2 Adverse Effects Test

Based on the adverse effects definition, removing the Civic Center stop does not qualify as an adverse effect due to the fact that there are two comparable stops within a quarter mile of the service. As described in Section 1 above, the replacement bus stops are Commercial @ Bellevue (Stop ID# 1599) and Liberty @ Mill (Stop ID# 1223).

The other two bus stops served by Route 22 are also within a quarter mile of other bus routes and therefore their removal does not pose an adverse effect to the Cherriots bus network. Specifically, these are the Church @ Mission (Stop ID# 1669) and Church @ Trade (Stop ID# 1666) stops, which are replaced by the Winter @ Salem Hospital (Stop IDs# 167 & 1574), Trade @ Church (Stop ID# 1590), and Pringle Parkway @ Church (Stop ID# 1595) stops, respectively. The frequency of bus service at these replacement stops is the same as the Route 22, every 30 minutes.

Therefore, there are no impacts due to the removal of any bus stops or decrease in service because of the redundant nature of the Route 22 service.

4.3 Disparate Impact and Disproportionate Burden Test

Route 22 has stops in two block groups defined by the U.S. Census. Table 1 and Figures 2 and 3 below show the percentages of minority and low-income (defined as 200% of the federal poverty level) populations in each block group and compare them to the overall averages for the SAMTD service area (Marion and Polk counties). Table 1 shows that the total for all Route 22 block groups and the individual block groups where the removed stops are located are not above the service area averages for minority and low-income populations. Therefore, the removal of Route 22 does not have disparate impacts to minorities or disproportionate burdens on low-income populations.

Table 1. Proportions of Minority and Low-Income Residents Living in Block Groups in the Route 22 Service Area Compared to SAMTD Service Area Average

Block Group (BG) & Tract (T) Numbers	Minority Population (2018)	Total Pop. (2018)	% Min	200% Fed. Poverty Level	Total Pop.	% Poverty
BG2, T2	173	916	18.9%	236	916	25.8%
BG3, T2	493	1,939	25.4%	72	1,939	3.7%
Route 22 Service Area Total	666	2,855	23.3%	308	2,855	10.8%
SAMTD Service Area (Averages for Marion & Polk Counties)			31.8%			36.9%

Figure 2. Route 22 Census Blocks (Census Blocks 2 and 3 in Tract 2) with Minority Population Densities

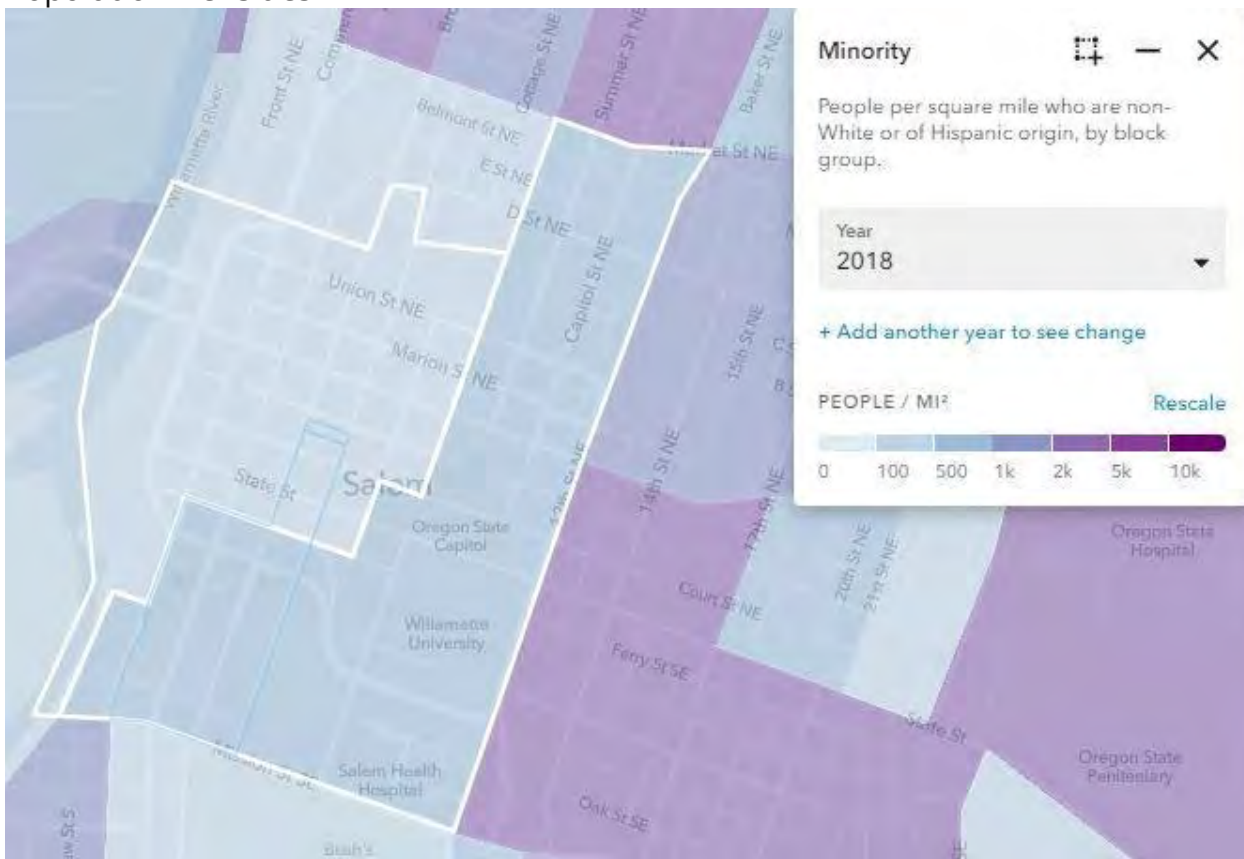
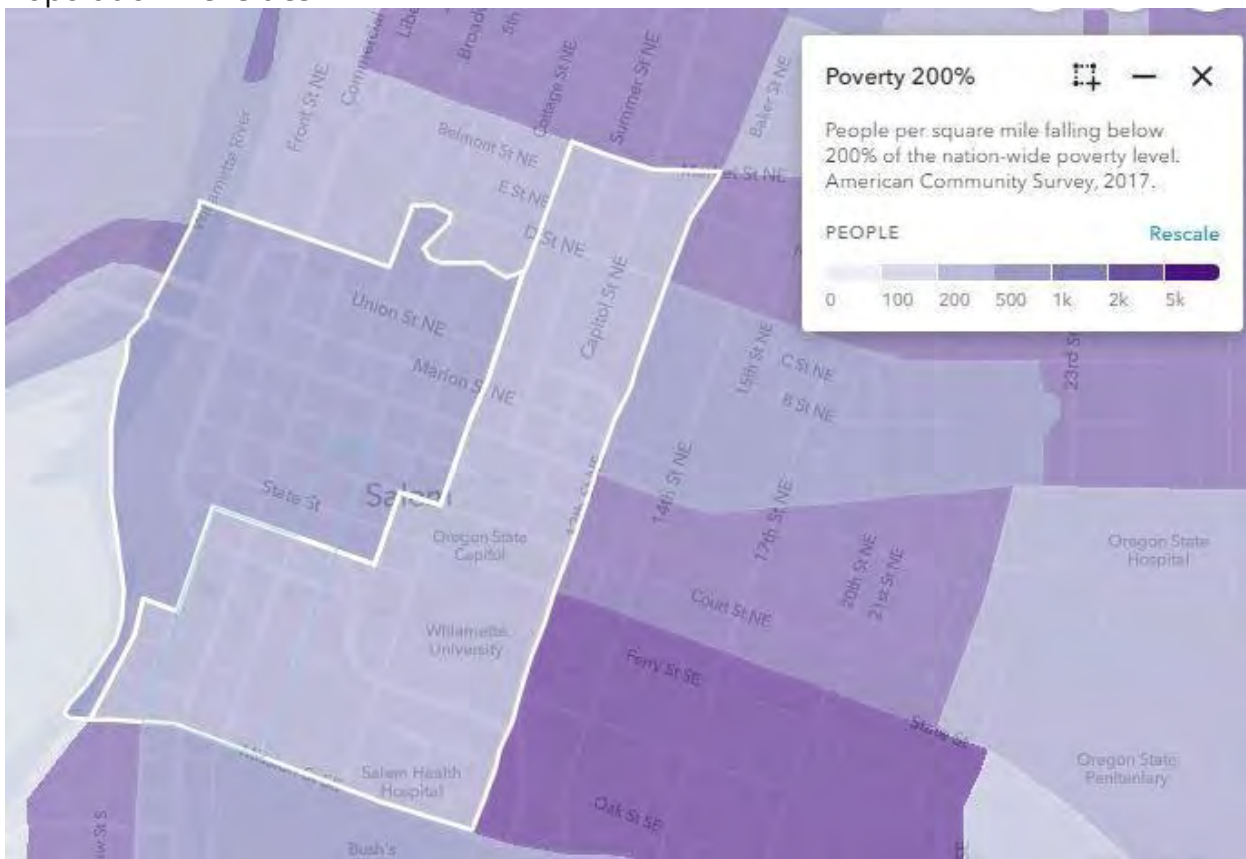


Figure 3. Route 22 Census Blocks (Census Blocks 2 and 3 in Tract 2) with 200% Poverty Population Densities



Figures 4 through 8 below show the locations of the nearest stops on Commercial, Liberty, Trade, and Pringle Parkway Streets, as well as the distance from the existing Route 22 stops (all of which are within 0.25 miles to the nearest replacement stop).

Figure 4. Distance from Civic Center bus stop to Commercial @ Bellevue stop (Route 21):
570 ft = 0.11 miles



Figure 5. Distance from Civic Center bus stop to Liberty @ Mill stop (Route 21):
786 ft = 0.15 miles



Figure 6. Distance from Church @ Mission bus stop to Liberty @ Kearney stop (Route 21):
1,249 ft = 0.24 miles

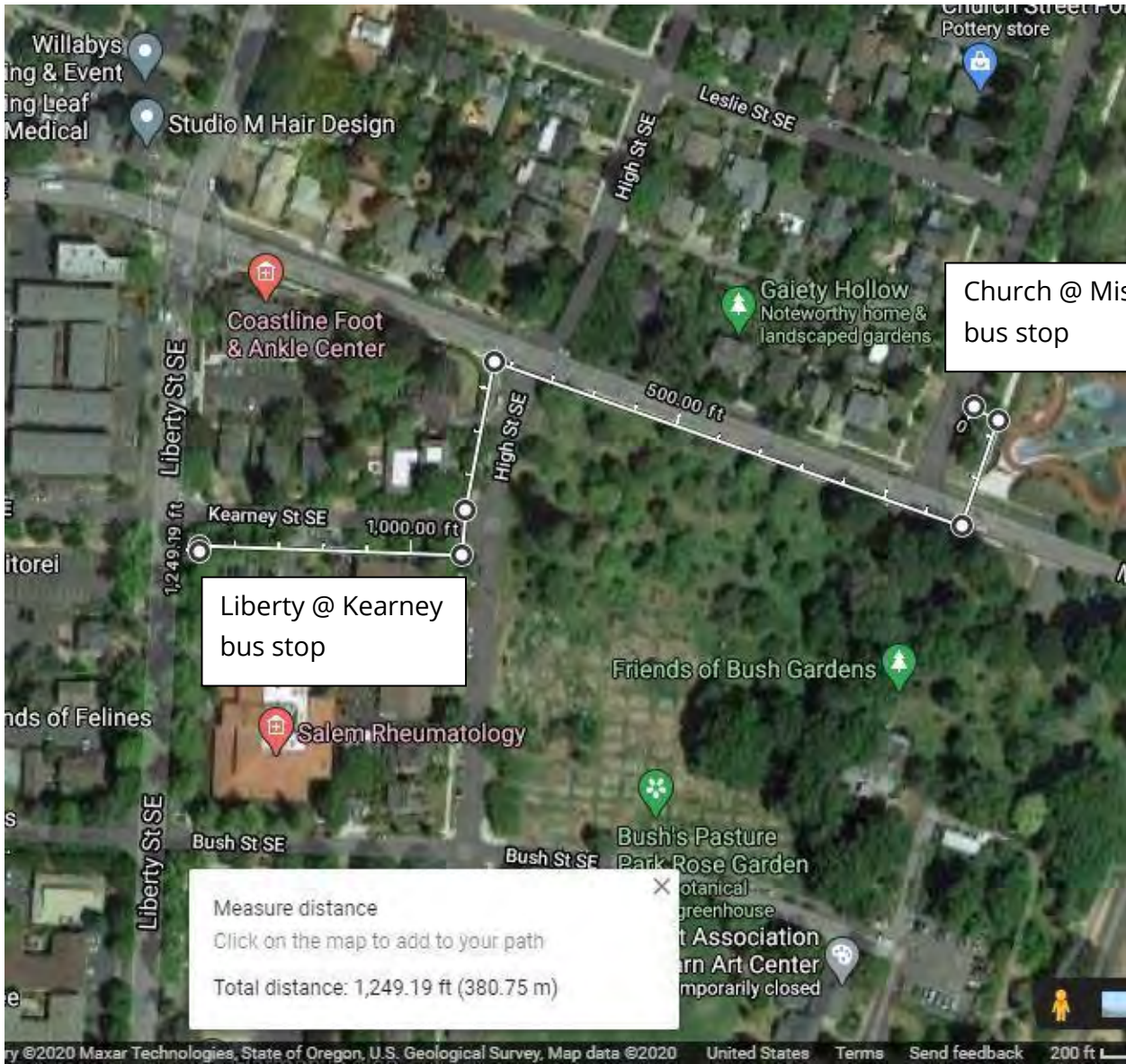


Figure 7. Distance from Church @ Trade bus stop to Trade @ Church stop (Route 7):
247 ft = 0.05 miles



Figure 8. Distance from Church @ Trade bus stop to Pringle Pkwy @ Church stop (Route 7):
811 ft = 0.15 miles



4.4 Public Hearing Test

A public hearing would normally be required for this change since this is a Major Service Change that is also a decrease in service. However, all of the stops removed by this change are replaced by other stops that are within 0.25 mile and serviced by routes that have equal or greater frequency in service. Therefore, no public hearing will be necessary for the removal of Route 22.

4.5 Avoidance, Minimization, Mitigation, or Justification of Adverse Effects

By policy, SAMTD must avoid, minimize, mitigate, or justify any adverse effects resulting from any Major Service Change. There are no adverse effects, and therefore there is no need to avoid, minimize, mitigate, or justify them.

5. Summary and Conclusions

The Route 22 service was designed to provide an ADA-compliant bus stop for riders destined for the Civic Center complex, including the public library. There are no adverse effects of removing the service because the analysis above shows that there are replacement bus stops that are all ADA compliant within 0.25 of the removed stops. These replacement stops are served by equal or higher frequency bus routes. Also, the block groups served by these bus stops are not above the averages for minority or low-income populations.

In conclusion, given the available data and established methodology, removing Route 22 and its associated bus stops does not create a disparate impact to minorities or a disproportionate burden on low-income individuals as a result of the removal of Route 22 service.

Attachment B: Policy 710: Fare Changes

Policy: Fare Changes		Number: 710
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective date: 05/16/17	Page 1 of 3

710.01 PURPOSE

- A. The purpose of this policy is to establish the definition of a fare change that has a potential disparate impact on minority populations or a potential disproportionate burden on low-income people.
- B. All fare changes are subject to a Title VI Equity Analysis prior to Board approval of the fare change. A Title VI Equity Analysis will be completed for all fare changes and will be presented to the Board of Directors for its consideration and included in the subsequent SAMTD Title VI Program report with a record of action taken by the Board.

710.02 APPLICATION

All matters related to guide the management of fare changes and the requirement for Disparate Impact or Disproportionate Burden Analyses as is required by Federal regulations contained in 49 USC §5307 (c)(1)(i), Title VI of the Civil Rights Act of 1964, 42 USC §2000d et seq, Federal Transit Laws, 49 USC 53, 49 CFR §1.51, and 49 CFR part 21. See FTA circular 4702.1B dated October 1, 2012 for details.

710.03 DEFINITIONS

A. Fare change

1. Any increase or decrease in transit passenger fares. An increase is made when there is an increase in any cash fare or in the cost of any passes, tickets, transfers, or other means by which transit riders pay for their trips. A fare decrease is defined when the price of any fare option as specified in the previous sentence, is lowered.

Policy: Fare Changes		Number: 710
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective date: 05/16/17	Page 2 of 3

710.04 GENERAL RULE

A. Public Hearing Requirements

1. SAMTD shall hold a public hearing when any increase in fares is proposed. Notice must be published in a general circulation newspaper. In addition, notice will be placed in newspapers, publications, or internet sites that are oriented to specific groups or neighborhoods that may be affected by the proposed fare change. The notice must be published at least 30 days prior to the hearing. The notice must contain a description of the proposed fare change, and the date, time, and place of the hearing.

Policy: Fare Changes	Number: 710	
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective date: 05/16/17	Page 3 of 3

710.05 EXEMPTIONS

The following fare changes are exempt:

1. "Spare the air days" or other instances SAMTD has declared that all passengers ride free.
2. Temporary fare reductions that are mitigating measures for other actions. For example, construction activities may close a segment of a transit center for a period of time and require passengers to alter their travel patterns. A reduced fare for these impacted passengers is a mitigating measure and does not require a fare equity analysis.
3. Experimental fare changes may be implemented by SAMTD for six months or less in order to test certain markets, new modes of transit service, etc.

Approved By:



 General Manager



 Effective Date

Attachment C: Policy 707: Major Service Changes

Policy: Major Service Changes		Number: 707
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective Date: 05/16/17	Page 1 of 3

707.01 PURPOSE

- A. The purpose of this policy is to establish the definition of a Major Service Change that has a potential disparate impact on minority populations or a potential disproportionate burden on low-income people.
- B. All changes in service which are considered a Major Service Change are subject to a Title VI Equity Analysis prior to Board approval of the service change.

707.02 APPLICATION

All matters related to guide the management of Major Service Changes and the requirement for Disparate Impact or Disproportionate Burden Analyses as is required by Federal regulations contained in 49 USC §5307 (c)(1)(i), Title VI of the Civil Rights Act of 1964, 42 USC §2000d et seq, Federal Transit Laws, 49 USC 53, 49 CFR §1.51, and 49 CFR part 21. See FTA circular 4702.1B dated October 1, 2012 for details.

707.03 DEFINITIONS

A. Major Service Change

- 1. Either a reduction or an expansion in service of:
 - a. 15 percent or more of the number of transit route miles based on the miles of an average round-trip of the route (this includes routing changes where route miles are neither increased nor reduced (i.e., re-routes)), or;

<p>Policy: Major Service Changes</p>		<p>Number: 707</p>
<p>Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.</p>	<p>Effective Date: 05/16/17</p>	<p>Page 2 of 3</p>

- b. 15 percent or more of a route’s frequency of the service (defined as the average hourly frequency throughout one service day for local fixed routes and as daily round trips for regional express routes) on a daily basis for the day of the week for which a change is made or;
 - c. 15 percent in the span (hours) of a route’s revenue service (defined as the time between the first served stop of the day and the last stop), on a daily basis for the day of the week for which a change is made;
- 2. A transit route split where either of the new routes meet any of the above thresholds when compared to the corresponding piece of the former route.
 - 3. A new transit route is established.

A Major Service Change occurs whether the above thresholds are met:

- 1. Within a single service proposal, or;
- 2. Due to a cumulative effect of routing, frequency, or span changes over the year prior to the analysis.

707.04

GENERAL RULE

A. Public Hearing Requirements

- 1. SAMTD shall hold a public hearing when any Major Service Change proposed that results in a decrease in service. Notice must be published in a general circulation newspaper. In addition, notice will

Policy: Major Service Changes	Number: 707	
Adopted by General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Effective Date: 05/16/17	Page 3 of 3

be placed in newspapers, publications, or websites that are oriented to specific groups or neighborhoods that may be affected by the proposed Major Service Change. The notice must be published at least 30 days prior to the hearing. The notice must contain a description of the proposed service reduction, and the date, time, and place of the hearing.

707.05

EXCEPTIONS

The following service changes are exempt:

1. Standard seasonal variations in service are not considered Major Service Changes.
2. In an emergency situation, a service change may be implemented immediately without Disparate Impact or Disproportionate Burden Analyses being completed. These analyses will be completed if the emergency change is to be in effect for more than twelve months and if the change(s) meet the definition of a Major Service Change. Examples of emergency service changes include but are not limited to those made because of the collapse of a bridge over which bus routes cross, major road or rail construction, or inadequate supplies of fuel.
3. Experimental service changes may be implemented by SAMTD for twelve months or less in order to test certain markets, new modes of transit service, etc.

Approved By:



 General Manager



 Effective Date



To: Board of Directors

From: Chip Colby, Manager of Information Technology

Thru: Allan Pollock, General Manager

Date: April 22, 2021

Subject: One-Year Contract Extension of the RouteMatch Tablet Lease

ISSUE

Shall the Board authorize the General Manager to execute a one-year contract extension of the RouteMatch tablet lease, for use on the Cherriots Regional and Paratransit services vehicles, in an amount not to exceed \$50,000?

BACKGROUND AND FINDINGS

The Cherriots Regional and Paratransit services, operated by MV Transportation, utilizes a software program from RouteMatch. Each vehicle has a mobile data tablet that utilizes this application for drivers to log time, mileage, use navigation, and manifest data for daily service. These tablets are not owned by the District, rather they are leased as a part of the contract with RouteMatch. When the lease was last renewed in FY19 the District had expected to have completed the identification and implementation of a replacement solution before the 3-year term was up, and the contract with RouteMatch was architected in a way to allow for early termination.

Since the Tablet lease is still active and the devices are in use, the total cost of the contract will soon exceed the \$100,000 threshold, we are required by policy to take it to the Board for approval per SAMTD Fiscal Policies 413.03(K), and 414.03(C). In an effort to continue with this tool, the District needs funding authorization to maintain this lease for one more 12-month period.

FINANCIAL IMPACT

Funding for this contract is included in the annual Operations Budgets of SAMTD's Adopted FY2021 Budget and FY 2022 proposed budget. The overall cost is split between all services operated by the contractor, MV Transportation.

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to execute a one-year extension of the RouteMatch tablet lease, for use on the Cherriots Regional and Paratransit services vehicles, in an amount not to exceed \$50,000.

PROPOSED MOTION

I move the Board authorize the General Manager to execute a one-year extension of the RouteMatch tablet lease, for use on the Cherriots Regional and Paratransit services vehicles, in an amount not to exceed \$50,000.



BOARD MEETING MEMO

Agenda Item H.1

To: Board of Directors

From: Chris French, Service Planning Manager
David Trimble, Deputy General Manager

Thru: Allan Pollock, General Manager

Date: April 22, 2021

Subject: May 2021 Service Change Briefing – Informational Item

ISSUE

Shall the Board receive a briefing regarding changes to Cherriots fixed route services beginning May 2, 2021?

BACKGROUND AND FINDINGS

Local weekday service

This service change will reinstate later evening service for Cherriots, bringing service back to pre-pandemic (January 2020) levels. Routes 22 and 91/92 will continue to not operate. The span of service will start at the same time as current service. On most routes the last departure will be at 23:00 (11:00pm) (see **Table 1**).

Notable changes

- Most routes will end later; the last pulse for most routes will be at 23:00.
- Route 7
 - Schedule adjustment to reflect the last outbound stop changed from Hawthorne @ Mission, (Stop ID 1874) to 3000 Ryan Dr., (Stop ID 1591).
- Route 12
 - Schedule adjustment to reflect the last outbound stop changed from 45th @ Brown Lot (C.C.C.), (Stop ID 1785). To Chemeketa Community College - Bldg 2 - Bay E, (Stop ID 1867). This change will be

in place for both the current detour routing and for its regular routing.

- Route 13
 - Schedule adjustment to shift from: 15 and: 45 departures to: 00 and: 30 departures between 19:00 and 21:00 and to: 00 after 21:00 so that riders will be able to make timely transfers with later evening service at DTC.

- Route 19
 - An additional inbound trip from KTC was added at 19:15.

 - The last inbound trip of the night, departing KTC at 20:28, will travel through Keizer Station, providing those stops with service throughout the service day.

Local Saturday service

Notable changes

- Route 7
 - Schedule adjustment to reflect the last outbound stop changed from Hawthorne @ Mission, (Stop ID 1874) to 3000 Ryan Dr., (Stop ID 1591).

Table 1. Cherriots Local Route Frequency and Span

Cherriots Local Weekday			Cherriots Local Saturday		
Route	Frequency	Span	Route	Frequency	Span
2 (<i>Detour routing</i>)	15 min (30 min before 7:00 and after 19:00, 60 min. after 21:00)	6:30-23:00*	2 (<i>Detour routing</i>)	30 min (60 min after 19:00)	7:00-21:00
3	30 min (60 min after 21:00)	6:30-23:00*	3	60 min	7:00-21:00
4	30 min (60 min after 21:00)	6:30-23:00*	4	60 min	7:00-21:00
5	15 min (30 min before 7:00 and after 19:00, 60 min. after 21:00)	6:00-23:00*	5	30 min (60 min after 19:00)	7:00-21:00
6	60 min	6:00-21:00	6	60 min	7:00-21:00
7	30 min	6:00-23:00*	7	30 min	7:00-21:00
8	60 min	7:00-23:00*	8	60 min	7:00-21:00
9	30 min	6:30-21:00	9	60 min	7:00-21:00
11	15 min (30 min before 6:30 and after 19:00)	6:00-23:00*	11	30 min	6:30-21:00
12 (<i>Detour routing</i>)	60 min	6:30-20:30	13	60 min	7:30-20:30
13	30 min (60 min after 21:00)	6:15-23:00*	16	60 min	7:25-20:25
14	30 min	6:00-21:00	17	30 min (60 min after 19:00)	7:00-21:00
16	60 min	6:25-21:25*	18	60 min	7:30-20:30
17	15 min (30 min after 19:00, 60 min. after 21:00)	6:00-23:00*	19	30 min (60 min after 19:00)	7:00-21:00

Table 1. Cherriots Local Route Frequency and Span (cont.)

Cherriots Local Weekday			Cherriots Local Saturday		
Route	Frequency	Span	Route	Frequency	Span
18	60 min	6:30-22:30*	21	30 min (60 min after 19:00)	7:00-21:00
19	15 min (30 min before 7:00 and after 19:00, 60 min. after 21:00)	6:30-23:00*			
21	15 min (30 min after 19:00, 60 min. after 21:00)	6:00-23:00*			
23	60 min	7:00-21:00			
26	60 min	6:00-20:45			
27	60 min	5:30-21:15			*-Increased span of service

Regional weekday / Saturday service

Regional weekday and Saturday service will continue to operate at pre-pandemic levels (see **Table 2**).

Notable changes

- Route 30X -
 - Adding a new stop in Mill City, 3rd @ Alder, Stop ID 1917, it will be rerouted to accommodate the new stop.

Table 2. Cherriots Regional Route Span, Departure times, and Locations

Cherriots Regional Weekday				Cherriots Regional Saturday			
Route	Span	Start Time / Location	Departures From DTC	Route	Span	Start Time / Location	Departures From DTC
1X (Cherriots trips only)	5:00-17:30	5:00 / DTC	5:00, 6:25, 13:30, 15:35, 16:00, 17:30	10X	8:28-16:28	7:26 / Woodburn Bi-Mart	8:28, 14:20, 16:28
10X	6:00-19:30	6:00 / DTC	6:00, 7:30, 9:45, 12:30, 14:00, 16:30, 17:00, 19:30	20X	9:30-15:47	8:11 / Woodburn Bi-Mart	9:30,13:05, 15:47
Cherriots Regional weekday				Cherriots Regional Saturday			
Route	Span	Start Time / Location	Departures From DTC	Route	Span	Start Time / Location	Departures From DTC
20X	7:30-17:30	6:13 / Woodburn Bi-Mart	7:30, 10:00, 11:15, 14:30, 17:30	30X	8:00-16:00	8:00 / DTC	8:00, 16:00
30X	7:30-17:30	5:47 / Gates Park and Ride	7:30, 10:30, 15:00, 17:30	40X	8:55-17:30	7:43 / Dallas Wal-Mart	8:55, 11:12,15:00, 17:30
40X	7:00-20:30	5:57 / Dallas Wal-Mart	7:00, 8:00, 9:30, 12:30, 15:00, 16:30, 17:30, 20:30				
45	7:00-15:00	7:00 / Independence Main @ Polk	Departs from Main @ Polk (Independence): 7:00, 9:00, 11:00, 13:00, 15:00				
50X	7:00-17:00	6:17 / Dallas Wal-Mart	7:00, 8:30, 15:30, 17:00				

FINANCIAL IMPACT

None

RECOMMENDATION

Information Only

PROPOSED MOTION

Information only



To: Board of Directors

From: Allan Pollock, General Manager

Date: April 22, 2021

Subject: Board Member Committee Report

ISSUE

Shall the Board report on their activities and committee assignments as representatives of Salem Area Mass Transit District?

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 on behalf of SAMTD. Board members may take this opportunity to report committee updates or on any meetings or items of note relating to District business.

Subdistrict 1 Director Nguyen	Diversity, Equity, and Inclusion Committee
Subdistrict 2 Director Busch	
Subdistrict 3 Director Carney	Salem-Keizer Area Transportation Study (SKATS)
Subdistrict 4 Director Hinojos Pressey	Citizens Advisory Committee
Subdistrict 5 Director Davidson	Mid-Willamette Valley Council of Governments (MWVCOG) Mid-Willamette Area Commission on Transportation (MWACT)
Subdistrict 6 Director Krebs	
Subdistrict 7 Director Richards	State Transportation Improvement Fund Advisory Committee Special Transportation Fund Advisory Committee