



Salem Area Mass Transit District
Board of Directors

~ WORK SESSION ~

March 12, 2018

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

MINUTES

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

Staff Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Al McCoy, Director of Finance/CFO; Linda Galeazzi, Executive Assistant; Chris French, Senior Planner; Chip Colby, Information Technology Manager

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

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

2. DISCUSSION

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

Staff report: Page 1 of the agenda

Presenter: Ben Fetherston, SAMTD Legal Counsel

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

Follow-up: None

b. Service Enhancement - Holidays

5:45 PM

Staff report: Pages 3-4 of the agenda.

Presenter: Chris French, Senior Planner

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

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

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

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

c. Citizens Advisory Committee Membership

6:05 PM

Staff report: Pages 5-8 of the agenda

Presenter: David Trimble, Chief Operating Officer

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

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

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

3. GENERAL MANAGER COMMENTS

6:28 PM

Staff report: Pages 9-13 of the agenda

Presenter: Allan Pollock, General Manager

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

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

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

4. WORK SESSION ADJOURNED

6:38 PM

Submitted and Recorded by:

Linda Galeazzi

Executive Assistant/Clerk of the Board