

**Salem Area Mass Transit District**  
**BOARD OF DIRECTORS**  
**August 22, 2019**  
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Salem Area Mass Transit District  
**BOARD OF DIRECTORS MEETING**  
August 22, 2019  
Courthouse Square - Senator Hearing Room  
555 Court Street NE, Salem, Oregon 97301

**MINUTES**

**Present:** President Ian Davidson; Directors Robert Krebs, Sadie Carney, Chi Nguyen, Colleen **Board:** Busch, and Charles Richards. **ABSENT:** Doug Rodgers

**Staff:** Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Al McCoy, Director of Finance/CFO; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Steve Dickey, Director of Strategic Initiatives and Program Management; Kathryn Pawlick, Legal Counsel; Chip Colby, Information Technology Manager; Jolene White, Executive Assistant

**Guests:** No Guests

**A. CALL TO ORDER**

**6:30 PM**

President Davidson called the meeting to order. The attendance was noted and a quorum was present. Director Busch led the Pledge of Allegiance.

**“SAFETY MOMENT” THOUGHT FOR THE DAY**

Mr. Pollock shared a Safety Moment thought for the day about hazard awareness. Please be aware of your surrounding as it pertains to potential hazards, especially at your work stations. Common hazards would include exposed electrical cords, open file cabinet doors and walkways that are cluttered with debris. It’s important to identify existing and potential hazards, so you are better equipped to create a safer environment at work.

**C. PRESENTATION- None**

**D. PUBLIC COMMENT****6:33 PM**

Allen Arvidson addressed the Board and provided written testimony regarding the Kuebler Boulevard Express Route in support of route 25-B. Mr. Arvidson is an employee of Amazon and as the bus schedule is currently, he would have to take the 5:38 AM bus that travels downtown and requires two transfers and arrives at Amazon at 7:15 AM. The current bus schedule will make Amazon day shift employees about 20 minutes late to work each day. Mr. Arvidson has started a petition and is gathering signatures from the residents of South Salem. Mr. Arvidson submitted prepared statements [herein given as Attachment A; and by this reference made a part of these Minutes].

Enrique Ruiz from the PCUN addressed the Board. It's important to the members of the PCUN that Cherriots transit system is both equitable and accessible. As a student of Chemeketa, the times available for the bus route between Woodburn and Salem is often not realistic for these members. They ask that as Cherriots strengthens the transit system in Marion County, that they provide transportation without gentrification.

Alondra Sanchez, from LUS testified to the Board regarding the topic of gentrification by investment in public transportation. Currently the bus stops are located in areas that are not accessible to many resident's needs. Ms. Sanchez asked the board to think about this issue and how the community can work together to prevent gentrification with our new public transit advancements.

Alex Navarro, from LUS testified to the Board regarding public transportation and housing issues impacting his community.

Fabiola Cruz, from LUS testified to the Board that both she and her family depend on Cherriots transportation to get to their destinations. Ms. Cruz shared Cherriots mission statement to the Board and her concerns that gentrification is caused by public transportation and unaffordable housing.

Alex Buron, from LUS, a resident of NE Salem, addressed the Board about the need for youth to have the free bus sticker as they had in the past. Mr. Buron shared his concerns of gentrification and special interest groups in the community.

Sandra Hernandez shared with the Board that there is a need to create a lens that identifies and recognizes the unintended consequences of public investment when there is little to no investment in public housing or affordable housing. Ms. Hernandez wants to reiterate to the Board that they need their public transportation investors to work closely with urban housing development to find solutions to these issues. The concern is that the people that rely the most on public transportation are not pushed out to the city limits

where public transportation is hard to obtain. Ms. Hernandez would like the public transit system to prioritize low income communities over large corporations. One example of this is where Amazon just opened next to the Farm Worker Housing Development. The Farm Working Housing Development has been there for years and has not had adequate public transportation, but now that Amazon is near, plans are being discussed to upgrade the current routes.

**E. CONSENT CALENDAR**

**6:47 PM**

**Motion:** **Moved to approve the Consent Calendar:**  
**1. Approval of Minutes**  
**a. Minutes of the May 13, 2019 Board Work Session**  
**b. Minutes of the July 08, 2019 Board Work Session**  
**2. Routine Business**  
**a. None**  
**Motion by: Director Krebs**  
**Second: Director Carney**  
**Discussion: No items were deferred from the Consent Calendar. Vote:**  
**Motion passed unanimously (6)**

**G. ACTION ITEMS**

**6:48 PM**

1. Approval of Intergovernmental Agreement with Marion County  
**Staff Report:** Pages 10-18 in the Agenda  
**Presenter:** Chip Colby, Manager Information Technology

Mr. Colby requests an approval to renew a contract with Marion County for select technology services they offer the district. These technology services are limited to two basic areas. The first is that we lease a section of their computer room on the fourth floor to maintain a server rack. This serves the district in terms of its security and proximity. The second is that they provide support and equipment for the phone system that the district uses both at Courthouse square and at Del Web. This contract is for a period of five years, and has historically been renewed every five years. Marion County is making these services available to us very economically. It is staff recommendation that the Board approve this five-year contract for a not-to-exceed amount of \$128,700.

**Motion:** **Moved to authorize the General Manager to execute an Intergovernmental Agreement with Marion County for Technology Solutions and Support for a five-year contract period for a not-to-exceed amount of \$128,700.**

**Motion by: Director Busch**

**Second: Director Richards**

**Vote: Motion passed unanimously (6)**

2. Approval of Contract Amendment for Allied Services **Staff Report:** Pages 19-20 in the Agenda

**Presenter:** Karen Garcia, Security and Emergency Management Manager

Ms. Garcia requests approval to execute a contract amendment with Allied Universal to support enhanced services. In November 2019, the Board authorized the General Manager to execute a contract with Allied Universal for security services. This contract is a three-year contract with two one-year options, the total not-to-exceed amount of \$1,513,367. Ms. Garcia is asking the Board to increase the contract amount previously authorized due to HB2017 allowing SAMTD to provide enhanced services. These enhanced service hours require an increase in security staffing to ensure providing a safe environment to customers and employees. The increase in hours will be commensurate with the two phases of enhanced service implementation. Funding for the base contract and the contract amendment amount are included in the FY2019-20 Operations Division, Security and Emergency Management Department General Fund budget. Funding will be included in future budgets through the term of the five-year contract, which terminates on December 31, 2022. The amount of the increase is \$538,513 and a total contract not-to-exceed amount of \$2,051,881.

Director Nguyen asked Ms. Garcia if the security staff receive culturally competent education training and de-escalation training. Ms. Garcia stated that all security guards receive their state certification through the state program at the Department of Safety Standards and Training. The security staff are also required by contract to have CPR/First Aid, de-escalation training, handcuff training, baton training and OC spray training.

**Motion: Moved to authorize the General Manager to execute a contract amendment with Allied Universal for additional transit security services (unarmed), for a not-to-exceed total contract amount of \$2,051,881.**

**Motion by: Director Carney**

**Vote: Motion passed unanimously (6)**

3. Approval of Contract Amendment for MV Transportation

**Staff Report:** Pages 21-22 in the Agenda

**Presenter:** David Trimble, Chief Operating Officer

Mr. Trimble requests approval by the Board to authorize the General Manager to execute a contract amendment with MV Transportation Inc. for additional transportation services for Cherriots LIFT, and Cherriots Regional services. The rationale for this increase results from enhanced revenue hours from funding from HB2017, which adds enhanced services. The current seven-year contract totals \$34,702,000, which was approved at the Board's October meeting. The amount of the amendment reflects additional levels of service and pricing provisions of the current contract, and from the current contract end date of December 31, 2024. The current contract is at mid-point of Base Year 2. The amendment does not increase the revenue hour rate, but number of annual revenue hours. We ask the Board to approve the proposed contract amendment with MV Transportation Inc. for an amount totaling \$3,361,490 and a not-to-exceed total contract amount of \$38,063,490.

**Motion:** **Moved to authorize the General Manager to execute a contract amendment with MV Transportation, Inc., for a not-to-exceed total contract amount of \$38,063,490.**

**Motion by:** Director Nguyen

**Second:** Director Krebs

**Vote:** **Motion passed unanimously (6)**

1. Report on Kuebler Boulevard Express

Route Study **Staff Report:** Pages 23-36 in the Agenda

**Presenter:** Jeremy Jorstad, Planner II

Mr. Jorstad presented the Board with a report on two high-level preliminary options that would link South Salem and East Salem, using non-traditional transit vehicles. In 2014, an outside planning consultant created a comprehensive service analysis for Cherriots that has helped shape our current service. The analysis included introducing high frequency routes during the majority of our service day. It also included connecting those high frequency routes without needing to make a transfer downtown. With the passing of HB2017, we are looking forward to advancing that concept. At the March 2019 Board meeting, then President Krebs directed staff to develop a proposal that would connect South Salem with Mill Creek Corporate Center (MCCC). This has resulted in the proposed Kuebler Link. This connection would create a frequent link between routes in South Salem and routes in Northeast Salem using Kuebler Boulevard. It would also provide a

frequent link between South Commercial and the Mill Creek Corporate Center. This is not only an opportunity to link to high frequency corridors, but also a great opportunity to explore options for delivering service in a non-traditional way. We are conceptualizing this service being delivered differently by experimenting with a vehicle type such as the Ford Transit van, which would allow for more nimble service. The unmet needs that this project and routing resolve are that it provides riders with frequency between South Salem and Lancaster Drive Northeast. Currently a rider that boards at Walmart in South Salem on route 21 must make two transfers to get to the Mill Creek Corporate Center and travel as long as one hour and 55 minutes to travel a distance of five miles. The Kuebler Link also connects riders to employment at MCCC and the surrounding area. Option A of the proposal's opportunities are that routing connects South Salem along Kuebler Blvd to MCCC, links two frequent service routes, 11 and 21, uses existing stops for less capital improvement costs, and allows connections with routes 6 and 21 at Commercial and Baxter, and route 8 at Commercial and Barnes. The considerations for this proposal is using Marion County Correctional Facility as a transfer point and it provides somewhat duplicative routing with route 6. Option B of proposal's opportunities, are that it covers more distance on Kuebler Blvd than option A, shares stops with routes 8/18 and creates new pullouts along Kuebler at Commercial and Battle Creek and would provide walking connections with current routes 6 and 21. The considerations for this proposal are adding stops along Kuebler Blvd that would require building new, costly pullouts, coordination with the City of Salem for construction of the new pullouts, and the safety risk of building those pullouts along the high travel speeds of Kuebler Blvd. The next steps are to gather any feedback from the Board, refine proposals, initiate conversations with the City of Salem and then review our replacement and expansion for vehicles.

## 2. September Service Change Briefing

**Staff Report:** Pages 37-42 in the Agenda

**Presenter:** Chris French, Senior Planner

Mr. French presented the Board with the September 2019 service change briefing. This briefing is provided to the Board three times a year, prior to service changes. Service changes take place in January, May and September, based on input from customers, transit operators, Cherriots employees, and performance monitoring results. Due to the passage of HB2017, September marks the beginning of extended weekday evening service and Saturday service for most Cherriots Local

routes and additional weekday trips for routes 1X, 10X, 40X and 50X. Some Cherriots Regional routes will also begin Saturday service.

**3. Performance Report- 4<sup>th</sup> Quarter Staff**

**Report:** Pages 43-62 in the Agenda

**Presenter:** Chris French, Senior Planner

Mr. French presented the Board with the FY19 4th quarter for performance report that covers April to June of 2019. Performance measures (daily average revenue hours, daily average revenue miles, and daily average boardings). The data for these measures are derived from adjusted Trapeze schedules, vehicle fare boxes, rider counting systems, and reservations software. Cherriots Local service had an increase in revenue hours and revenue miles and a slight increase in daily boardings. This increase is directly tied to the extension of route 11. Cherriots Regional Express had a slight increase in revenue hours, revenue miles and a decent increase in ridership. Cherriots Regional Flex had an increase in revenue hours and miles, but decrease in boardings. The ridership has recently increased due to adjustments made to make this more available to the general public. Cherriots Shop and Ride had a decrease in revenue hours, revenue miles and boardings. This is a grant funded service and was at higher levels to the grant dollars that were available for the year. There was a decrease in funding, and therefore a decrease in services. Cherriots LIFT had a decrease in revenue hours, revenue miles and boardings. This is a demand responsive service and demand had been decreased for this period. Board members would like future briefings to include weather impact data and pass sales data related to the monthly pass.

**4. TRIP CHOICE Report- 4th Quarter**

**Staff Report:** Pages 63-73 in the Agenda

**Presenter:** Roxanne Beltz, TRIP CHOICE Program Coordinator

Ms. Beltz presented the fourth quarter report for Cherriots TRIP CHOICE program. The TRIP CHOICE programs purpose is to provide transportation options information and services to commuters, employers and residents in our community. This service provides the community with the available resources to choose the best option for each trip. Trip Choice's goals are, awareness and understanding, expanded markets, and safety and congestion/construction mitigation. Ms. Beltz informed the Board of the many outreach events attended to help the awareness and understanding throughout the community. This quarter, staff continued to focus on restructuring the Group Pass Program and Employer Outreach to state agencies, large business partners, local business partners and



rural business partners. Valley VanPool was also promoted. Cherriots currently support 44 vans (29 of those vans are subsidized by TRIP CHOICE with federal 5307 grant funds) which serves more than 400 commuters in the Willamette Valley. Staff partnered with Marion County Health and Human Services to fit helmets and distribute bike light sets to promote the safety goals this quarter. This will be the last report on the Drive Less Connect users. We have now transitioned to the new statewide tool called Get There Oregon. Drive Less has 5,372 registered users, 388 of which are active. These user's information was transferred into the new Get There Oregon database to make usership more convenient. Ride Salem cycle share officially launched their program in June. TRIP CHOICE is a business supporter and currently has logos featured on two of the bicycles. Cherriots will kick off the start of Saturday service on September 7<sup>th</sup>. This public event is scheduled from 10:00 a.m. to 4:00 p.m. at the Downtown Transit Center, with many activities.

**I. GENERAL MANAGER'S REPORT 7:52 PM**

Mr. Pollock wished Linda Galeazzi a speedy recovery. Cherriots major functions have been centered around the enhancements and the service event on September 7<sup>th</sup>. As we draw closer to this event, the public outreach pieces are increasing.

**J. BOARD OF DIRECTOR'S REPORTS 7:53 PM**

Board members reported, both verbally and in writing, on their Board assignments, and citizen communications as representative of the District.

President Davidson assigned the Executive Committee to meet with Allan Pollock to develop a proposed FY2020 General Manger work plan, identifying goals and objectives to bring back to the full Board at the October 2019 meeting. The Executive Committee was also assigned to meet and develop the agenda for Board retreat on September 21<sup>st</sup>. President Davidson appointed Board members to various committee assignments for the period 11/01/2019 to 06/30/2021.

**K. ADJOURN BOARD MEETING 8:04 PM**

Respectfully submitted,

\_\_\_\_\_  
Davidson, President

Charriot's Counsel Members  
Route 25-B Kuebler link  
8-22-19

I will be brief as it seems that you all have given this matter previous thought to a greater extent than I have.

I did not hear about the proposed change in the Charriot's bus route to include an express route for Kuebler Boulevard until one day before this meeting (8-21-19). I read on agenda H.1 about the proposed route 25-B Kuebler Link and it is more or less exactly what I had in mind and what I thought was needed for this city.

Our city is expanding whether we like it or not. Although the city counsel has, for now, denied the proposed shopping center along Kuebler Boulevard I have no doubt in my mind that the land to the south will be developed in the not to distant future.

Although it is more expensive than the alternate option (25-A) I believe that it would behoove the city to implement proposed route 25-B sooner rather than later as overall cost would be less than if it were to be changed in the future.

I have spent a short time gathering signatures from the people of south Salem and everyone that I talk to has agreed the addition of a route like 25-B is a good idea. That is to say that it has the support of the community that it would servicing.

It is hard to compete with a mass transit system in a metropolis such as TriMet in Portland; however, I believe that the Capitol city should lead and set an example for the rest of the bus systems in our great state of Oregon. Route 25-B would help greatly to that end.

Thank you for your time,

-Alan Arvidson

## **Preamble:**

The City of Salem has worked very hard at improving their bus system and I would like to further improve it by adding a connecting line between SW Salem and SE Salem via Kuebler Blvd. Kuebler Blvd was put in over twenty years ago to aide the travel of Salemites between the southern most quadrants of our city as the city planners rightly assumed that there would be an expansion of our city to the south. Amazon has now moved there and I can only guess that apartments, shopping, and other companies will follow suite. About 1,000 of our fellow citizens are working at amazon and I think that it is only fair to offer a service to accommodate them. As it stands the travel time to cover the 6 miles from the intersection of Skyline and Liberty to the Amazon Fulfillment Center takes 1 hour and 45 minutes via a route that goes downtown and requires two transfers. That means that taking the 5:38 AM bus will not get across town until 7:15 (which would make Amazon Day shift workers about 20 minutes late for work). Not only would this provide reasonable accommodation for those of us who cannot drive, but I do solemnly believe that if the option were there many people would take it to reduce their carbon footprint for the betterment of our environment.