



Salem Area Mass Transit District  
BOARD OF DIRECTORS MEETING

December 15, 2022

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Salem Area Mass Transit District  
**BOARD OF DIRECTORS MEETING**  
**December 15, 2022**

**PRESENT:**

Board: President Ian Davidson (virtual), Directors Ramiro Navarro Jr., Sadie Carney (virtual), Maria Hinojos Pressey, Sara Duncan, Bill Holmstrom (virtual)

Staff: Allan Pollock, General Manager; David Trimble, Deputy General Manager; Denise LaRue, CFO (virtual); Tom Dietz, Director of Operations; Christina Conner, CHRO; Patricia Feeny, Director of Communication; Steve Dickey, Director of Technology & Program Management; Chris French, Service Planning Manager; Ted Stonecliffe, Transit Planner II (Programs); Gregg Thompson, Maintenance Manager; Johnny Cordova, Network Administrator; Linda Galeazzi, Executive Assistant; Sara Sayles, SAMTD Legal Counsel (virtual)

**MINUTES**

**CALL TO ORDER**

**6:31 PM**

A. President Ian Davidson called the meeting to order. Attendance was noted and a quorum was present. The "Safety Moment" topic was about ways to stay healthy throughout the flu season.

**ANNOUNCEMENTS AND CHANGES TO THE AGENDA**

B. President Davidson announced a correction to a clerical error on the agenda under the Consent Calendar – Routine Business Items 2.f. The title should read Award of Contract with GLAS Architects, LLC for the provision of general architectural services.

**FIRST READING OF ORDINANCE No. 2023-01/OPEN PUBLIC HEARING**

C.1 Shall the Board direct the First Reading of Ordinance No. 2023-01 by Title and set a Public Hearing beginning with the December 15, 2022 Board meeting to the January 26, 2023 Board meeting to receive citizen testimony regarding proposed changes to the fare structure, fare programs and fare levels as described in the proposed Ordinance No. 2023-01 in Attachment A pursuant to ORS 198.540 and ORS 267.150?

Presenters: Ted Stonecliffe, Transit Planner II (Programs)

Staff Report: Pages 5-30 of the agenda

President Davidson opened the public hearing with the first reading of Ordinance No. 2023-01 by Title and asking if there was anyone on Zoom or in the audience that wished to give public testimony on the Ordinance. There was no testimony given during the Public Hearing.



**PUBLIC COMMENTS –**

The Board received two written comments for their review and consideration that will be entered into the Minutes for public record [Herein given as Attachment A and B, respectively].

**Nick Fortey, Transportation and Infrastructure Chair, West Salem Neighborhood Association**

Nick Fortey wrote to share the WSNA's comments on the long-range transit plan that they believe are important for the success of an effective and efficient transit system for the growing region. Fortney stated in his email that for the most part, they found the plan provided needed broad strategic direction, but would benefit from more specificity and clearer direction in a few areas.

**Rebecca Beaman, Elderberry Drive S, 97302**

Rebecca Beaman wrote about the Board planning for future expansion in the Laurel Springs area where bus service used to go through their neighborhood.

**CONSENT CALENDAR**

E. Shall the Board approve the corrected Consent Calendar?

Presenter: President Davidson

Staff Report: Pages 57-74 of the agenda

Moved to approve the corrected Consent Calendar:

3. Approval of Minutes

a. November 17, 2022 Board of Directors Meeting

4. Routine Business

a. Adopt Resolution No. 2022-05 Amending the CAC Bylaws

b. Citizens Advisory Committee Member Appointment & Reappointments

c. Citizens Advisory Committee Chair & Vice-Chair Appointments

d. STIF Advisory Committee Chair & Vice Chair Appointments

e. Adopt Resolution No. 2022-06 Amending the PTASP with changes prescribed by the FTA

f. Award of Contract with GLAS Architects, LLC, for the provision of general **architectural** services

Motion: **Approval of the Consent Calendar**

Motion By: **Director Maria Hinojos Pressey**

Second: **Director Sara Duncan**

Vote: **Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)**



**ITEMS DEFERRED FROM THE CONSENT CALENDAR - None**

**ACTION ITEMS**

**G.1 Shall the Board adopt the 2043 Long Range Transit Plan (LRTP)?**

Presenter: Ted Stonecliffe, Transit Planner II (Programs)

Staff Report: Pages 109-158 of the agenda

The 2043 LRTP is a comprehensive 20-year planning document for transit and other mobility options in the District's service area (local and regional). District staff worked with Jacobs Engineering Group, Inc., to incorporate final comments from the project's Technical Advisory Committee, Citizens Advisory Committee, staff, and the Board with the goal to stay consistent and compatible with local, regional, and state plans for transportation and climate action plans. Public outreach and a comprehensive review of the LRTP will be conducted every five (5) years.

**Motion: Moved to adopt the 2043 Long Range Plan as provided in Attachment A**

**Motion By: Director Sara Duncan**

**Second: Director Maria Hinojos Pressey**

**Vote: Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)**

**G.2 Shall the Board authorize the General Manager to execute a contract with CFM Advocates for state and federal legislative advocacy services?**

Presenter: Allan Pollock, General Manager

Staff Report: Pages 159-160 of the agenda

The proposed agreement is for a five-year term with two additional one-year options to renew if it is determined in the best interest of the District, for a maximum term of seven (7) years. The District annually budgets funds for legislative advocacy services in the general fund – general managers division. There are adequate funds budgeted in the FY 23 budget. Future years will be budgeted during the annual budget development process.

**Motion: Moved to authorize the General Manager to execute a seven year contract (five base years + two option years) with CFM Advocates for legislative advocacy services for a not-to-exceed amount of \$1,149,960.**

**Motion By: Director Maria Hinojos Pressey**

**Second: Director Ramiro Navarro Jr.**

**Vote: Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)**



G.3 Shall the Board authorize the General Manager to execute a contract with PIVOT Architecture, for the provision of environmental review, property acquisition assistance, design and engineering, and construction management services, for a not to exceed amount of \$1,700,000?

Presenter: Steve Dickey, Director of Technology & Program Management

Staff Report: Pages 161-164 of the agenda

Funding for this proposed contract is included in the Capital Projects Budget of the Districts' Adopted FY2023 Budget. Subsequent years will be approved as part of the annual district budget process as funds are available.

**Motion: Moved to authorize the General Manager to execute a contract with PIVOT Architecture, for the provision of environmental review, property acquisition assistance, design and engineering, and construction management services, for a not to exceed amount of \$1,700,000.**

**Motion By: Director Sara Duncan**

**Second: Director Ramiro Navarro Jr.**

**Vote: Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)**

G.4 Shall the Board approve the 2024-2025 biennium Statewide Transportation Improvement Fund - Formula Fund program projects, for a total amount of \$24,522,087?

Presenter: Steve Dickey, Director of Technology & Program Management

Staff Report: Pages 165--174 of the agenda

There is no financial impact in the current budget. If these projects are approved for funding, the approved amount will be included in the appropriate budget year for the projects for the District, and respectively for other PTSPs in Marion and Polk Counties.

**Motion: Moved to approve the 2024-2025 biennium Statewide Transportation Improvement Fund - Formula Fund program projects, identified in Attachment A, for a total amount of \$24,522,087.**

**Motion By: Director Ramiro Navarro Jr.**

**Second: Director Maria Hinojos Pressey**

**Vote: Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)**

G.5 Shall the Board adopt Resolution No. 2022-07 to approve the federal Section 5310 (ODOT) Projects for the 2024-2025 biennium?

Presenter: Steve Dickey, Director of Technology & Program Management

Staff Report: Pages 175-178 of the agenda



There is no financial impact in the current budget. If these projects are approved for funding, the approved amount will be included in the appropriate budget year for the projects for the District, and respectively for other PTSPs in Marion County.

**Motion:** Moved to adopt Resolution No. 2022-07 to approve the Federal Section 5310 (ODOT) Projects for the 2024-2025 biennium.

**Motion By:** Director Maria Hinojos Pressey

**Second:** Director Sara Duncan

**Vote:** Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)

G.6 Shall the Board authorize the General Manager to execute a contract with CFM Advocates for state and federal legislative advocacy services?

**Presenter:** Gregg Thompson, Maintenance Manager

**Staff Report:** Pages 79-180 of the agenda

This project is included as part of the Capital Projects section of the District's Adopted FY2023 Budget. Funding for the proposed contract is covered through FY20 Low-No 5339(c) and a FY21 Low-No 5339(c) grants, each with different match amounts. Funds for the Del Webb battery electric bus construction project are listed in Table 1:

**TABLE 1**

FTA FUND SOURCE	GRANT PERCENTAGE	MATCH PERCENTAGE	GRANT AMOUNT	MATCH AMOUNT	TOTAL
2020 Low-No 5339(c)	75%	25%	\$100,413	\$33,471	\$133,884
2021 Low-No 5339(c)	85%	15%	\$407,365	\$71,889	\$479,254
5307	80%	20%	\$276,296	\$69,074	\$345,370
<b>Grand Total</b>					<b>\$958,508</b>

**Motion:** Moved to authorize the General Manager to execute a construction contract with EC Electric to support the battery electric bus charging project at Del Webb for an amount not to exceed \$958,508.

**Motion By:** Director Ramiro Navarro Jr.

**Second:** Director Sara Duncan

**Vote:** Motion passed: Carney, Davidson, Duncan, Hinojos Pressey, Holmstrom, and Navarro (6)

**INFORMATION ITEMS** - None

**GENERAL MANAGERS REPORT**



I. GM Pollock announced that the decorated Cherrriots bus won Honorable Mention in Keizer's holiday parade. He thanked Director Hinojos Pressey and Director Navarro and their families for riding the bus in the parade. He noted that there will be no bus service on the Christmas and New Year's Day holidays. He announced that District received the last of their five electric buses from Gillig, and that there was a nice article in the Salem Reporter about Cherrriots. He noted that board members will receive a monthly information report from the Communication Division to use when meeting with constituents, and the Service Planning Manager previously sent them a youth ridership report which had some positive news. He said this was the last board meeting for executive assistant, Linda Galeazzi, and he wished everyone happy holidays.

### **BOARD OF DIRECTORS REPORTS**

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

Board Report | page 181 of the agenda

In addition to reporting on the Board's assignments listed on page 181 of the agenda, the Board shared highlights from riding on the decorated Cherrriots bus in Keizer's holiday parade. Director Navarro congratulated the Maintenance team for the award the District received for the most beautiful lights on the bus. He thanked the newly appointed members, Chairs and Vice-Chairs of the CAC and STIFAC for their willingness to serve. Director Hinojos Pressey shared a story that she heard from Superintendent Perry about students at McKay High School using their Zero Pass excitedly racing to get on the bus when it came to their bus stop. President Davidson said he was elected as Vice-Chair of the MWVCOG Board. Director Duncan reported on the SKATS and MWACT meetings.

### **ADJOURN -**

**8:23 PM**

K. President Davidson adjourned the meeting.

### **Respectfully Submitted**

  
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Ian Davidson, President