



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

September 24, 2020

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to adopt Resolution #2020-09 that amends Resolution No. 2020-02 to authorize a Supplemental Budget that increases appropriations in the General Fund and Capital Projects Fund by fund and division.	4

<u>General Fund</u>	<u>FY21 Adopted Budget</u>	<u>Change</u>	<u>Amended Appropriation</u>
<i>Resources:</i>			
Total Resources	\$39,115,036	\$326,962	\$39,441,998
<i>Requirements:</i>			
All Division Expenses	\$34,598,930	\$0	\$34,598,930
Total Requirements	\$34,598,930	\$0	\$34,598,930
Transfer Out to Capital Fund	\$1,991,576	\$326,962	\$2,318,538
All other Transfers Out	\$1,555,000	\$0	\$1,555,000
Total Transfers Out	\$3,546,576	\$326,962	\$3,873,538

<u>Capital Projects Fund</u>	<u>FY21 Adopted Budget</u>	<u>Change</u>	<u>Amended Appropriation</u>
<i>Resources:</i>			
Federal Assistance	\$9,951,766	\$1,039,098	\$10,990,864
Transfer In from General Fund	\$1,991,576	\$326,962	\$2,318,538
All other Fund resources	\$2,415,674	\$0	\$2,415,674
Total Resources	\$14,359,016	\$1,366,060	\$15,725,076
<i>Requirements:</i>			
Operations	\$8,479,893	\$1,075,000	\$9,554,893
GM/BOD/SIPM	\$3,288,206	\$291,060	\$3,579,266
Finance & Technology	\$1,291,557	\$0	\$1,291,557
Total Requirements	\$13,059,656	\$1,366,060	\$14,425,716

Moved to approve the Consent Calendar:	5
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1. Approval of Minutes
 - a. Minutes of the August 27, 2020 Executive Session
 - b. Minutes of the September 8, 2020 Executive Session
 - c. Minutes of the September 8, 2020 Special Meeting



Moved to authorize the General Manager to execute a contract for project management and technical services with the Center for Transportation and the Environment (CTE) for an amount not-to-exceed \$367,000. **5-6**

Moved to adopt the salary schedule as discussed in executive session with a friendly amendment that the general manager receive a satisfactory merit increase of 4.25% in addition to the cost of living adjustment. **7**

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

VIRTUAL MEETING OF THE BOARD OF DIRECTORS

September 24, 2020

Google Meet ID: meet.google.com/bhd-kjwr-cpv
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 973010

MINUTES

PRESENT Board	President Ian Davidson; Directors Chi Nguyen, Colleen Busch, Charles Richards, Sadie Carney, and Robert Krebs
ABSENT	VACANT (Subdistrict 4)
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Al McCoy, Director of Finance and Technology/CFO; Steve Dickey, Director of Strategic Planning & Program Management; Patricia Feeny, Director of Communication; Gregg Thompson, Maintenance Manager; Dan Knauss, Procurement & Contracts Manager; Chip Colby, Information Technology Manager; Linda Galeazzi, Executive Assistant; Kathryn H. Pawlick, SAMTD Legal Counsel
Guests	Mikel Burke, Executive Board Officer, ATU Local 757 Salem

- A. CALL TO ORDER 6:38 PM**
Due to technical difficulties, the Board meeting did not begin until 6:38 p.m. President Davidson called the meeting to order. Attendance was noted and a quorum was present.
- B. ANNOUNCEMENTS AND CHANGES TO THE AGENDA**
President Davidson announced that there would be an item added to the agenda for action under Agenda Item #N - the General Manager’s Performance Evaluation and Compensation Change. He introduced Maria Hinojos Pressey, the new Director-at-large for Subdistrict No. 4 who will be officially appointed to the Board of Directors through the legislative process on Friday, September 25th.
- C. PRESENTATIONS - None**
- E. PUBLIC COMMENT - None**
- F. BUDGET HEARING – FY2021 SUPPLEMENTAL BUDGET 6:40 PM**



President Davidson opened the Budget Hearing for written testimony received or for persons who wished to give testimony on the proposed Supplemental Budget.

Question: Shall the Board adopt Resolution No. 2020-09 to authorize a supplemental budget that increases appropriations in the General Fund and Capital Projects Fund by fund and division?

Staff Report: Page 3-8 of the agenda

Presenter: Al McCoy, Chief Financial Officer

Testimony: No written testimony was received and there was no oral testimony.

Close: President Davidson closed the Budget Hearing.

G. DELIBERATION OF THE BUDGET HEARING

6:45 PM

Motion: Move to adopt Resolution #2020-09 that amends Resolution No. 2020-02 to authorize a Supplemental Budget that increases appropriations in the General Fund and Capital Projects Fund by fund and division.

<u>General Fund</u>	<u>FY21 Adopted Budget</u>	<u>Change</u>	<u>Amended Appropriation</u>
Resources:			
Total Resources	\$39,115,036	\$326,962	\$39,441,998
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Federal Assistance	\$9,951,766	\$1,039,098	\$10,990,864
Transfer In from General Fund	\$1,991,576	\$326,962	\$2,318,538
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Total Requirements	\$13,059,656	\$1,366,060	\$14,425,716

Motion by: Director Sadie Carney

Second: Director Chi Nguyen

Comments: President Davidson, Director Busch

Vote: Motion passed: Davidson, Busch, Carney, Krebs, Nguyen, Richards



Absent: VACANCY (Subdistrict 4)

H. CONSENT CALENDAR

6:49 PM

Question: Shall the Board approve the Consent Calendar by a single motion?

Staff Report: Pages 9-14 of the agenda

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

2. Approval of Minutes

a. Minutes of the August 27, 2020 Executive Session

b. Minutes of the September 8, 2020 Executive Session

c. Minutes of the September 8, 2020 Special Meeting

Motion by: **Director Robert Krebs**

Second: **Director Charles Richards**

Vote: **Motion passed: Davidson, Busch, Carney, Krebs, Nguyen, Richards**

Absent: VACANCY (Subdistrict 4)

I. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

J. ACTION ITEMS

1. Contract with the Center for Transportation and the Environment (CTE)

Question: Shall the Board authorize the General Manager to execute a contract with the *Center for Transportation and the Environment (CTE)* for project management and technical services for an amount not-to-exceed \$367,000.

Staff Report: Pages 15-16 of the agenda

Presenter: David Trimble, Deputy General Manager / COO

Mr. Trimble stated that SAMTD submitted a grant application to the FTA Low or No Emission Grant Program in March 2020 for \$3,573,581, and was awarded the full amount. SAMTD proposed a partnership in the grant application with bus manufacturer GILLIG for the purchase of five (5) electric buses, and with CTE for project management services to include planning and initiation, design, engineering, and route development.

Financial Impact: CTE’s project management services will be provided through the grant awarded by the FTA’s Low or No Emission Grant Program. The terms of the CTE contract will begin after the date of execution through March 31, 2024 at the total estimated amount of \$367,000 over this period. The contract must be approved in order for SAMTD to be in compliance with the grant application, and remain eligible for the grant. The local share of the project cost at \$91,750 is included in the Amended FY 2020-2021 Budget and future budgets for the Capital Projects Fund. Authority to purchase the buses will be requested at a future Board meeting.



Motion: Move to authorize the General Manager to execute a contract for project management and technical services with the Center for Transportation and the Environment (CTE) for an amount not-to-exceed \$367,000.

Motion by: Director Robert Krebs

Second: Director Sadie Carney

Vote: Motion passed: Davidson, Busch, Carney, Krebs, Nguyen, Richards
Absent: VACANCY (Subdistrict 4)

K. INFORMATION ITEMS

1. FY2020 Annual Performance Report

Question: Shall the Board receive the Fiscal Year 2020 Annual Performance Report?

Staff Report: Pages 17-54 of the agenda

Presenter: Chris French, Service Planning Manager

The FY2020 Annual Performance Report covers data from July 1, 2019, through June 30, 2020. However, the month of April snapshot of service by route was not available for FY20 due to the service reductions made in response to the COVID-19 pandemic that began in March 2020. Route level data collected from July 2019 through February 2020 is referred to in the report as pre-pandemic data, and is reported separately from the data that was collected during the pandemic - from March 2020 through June 2020. The full report is included in the agenda packet.

L. GENERAL MANAGER'S REPORT

Mr. Pollock reported that he completed his work on the American Public Transportation Association's (APTA) Mobility Recovery and Restoration Task Force to help the industry move through the COVID-19 pandemic process. The District signed on to the APTA public information campaign to win back riders to use the service.

Mr. Pollock spoke about the effects of the recent fires on employees who lived in those areas, and on the workforce providing essential services in working conditions with the smoke. He applauded the efforts and congratulated Cherrriots' contracted service provider, MV Transportation, Inc., for their assistance in the evacuation process at Marion Estates in Sublimity from 11:00 PM to the early morning hours during the wild fires. The Salem Oregon Division of the MV Transportation team was awarded the first ever MV Presidential Award recognizing them for their exemplary performance. Mr. Pollock read the announcement from the president, Mark Collins [herein given as Attachment A].



Mr. Pollock spoke about APTA's legislative alert that he received earlier in the day, urging the U.S. House of Representatives to provide \$32 billion of COVID-19 emergency transit funding. He emailed a copy of the report to the Board. [Herein given as Attachment B].

M. BOARD OF DIRECTORS REPORTS

Board members reported on their Board assignments from page 55 of the agenda. Minutes for these meetings are located the agency websites. Directors Busch and Krebs provided written reports [Herein given as Attachment C and D, respectively].

President Davidson announced that he has appointed himself to the City of Salem's Climate Action Task Force, a 40-member body that will meet over the course of 17 months. The first meeting is scheduled in November. President Davidson also announced that he and Maria Hinojos Pressey will serve on the Board's Diversity, Equity and Inclusion Committee with Director Nguyen, as chair.

President Davidson asked that members of the Board let him know of their interest in serving on other committees.

N. ACTION: G.M. Performance Evaluation and Compensation Change

Question: Shall the Board approve a satisfactory merit wage increase for the general manager?

Staff Report: Verbal Report

Presenter: President Ian Davidson

President Davidson explained the performance evaluation process and that the Board was appreciative of the work Mr. Pollock was doing, and grateful for the service that Cherriots provides. Looking back before the pandemic, there was the return of Saturday service with a kick off celebration on September 7, 2019. Mr. Pollock was instrumental in the work on the passage of House Bill 2017 for statewide transportation improvements. COVID-19 threw a wrench in several areas, but the District secured funding for the real-time CAD/AVL project and zero-emissions buses. He thanked Mr. Pollock for his leadership in all of those things.

Motion: **Moved to adopt the salary schedule as discussed in executive session.**

Motion by: **Director Robert Krebs**

Friendly Amendment: **President Davidson entered a friendly amendment to move that the general manager receive a satisfactory merit increase of 4.25%, in addition to the cost of living adjustment.**

Second: **Director Sadie Carney**

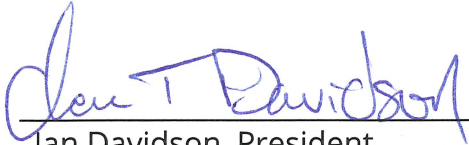
Vote: **Motion passed: Davidson, Busch, Carney, Krebs, Nguyen, Richards
Absent: VACANCY (Subdistrict 4)**



O. MEETING ADJOURNED

7:40 PM

Respectfully submitted,



Ian Davidson, President

From: MV Transportation <mv.communication@mvtransit.com>
Sent: Tuesday, September 22, 2020 12:21 PM
Subject: MV President's Award | Division 176 Salem, Oregon

For Minutes of the 09/24/20 Board of Directors Meeting
ATTACHMENT A

We provide freedom



MV President's Award | Division 176 Salem, Oregon

Team,

I am pleased to announce the new **MV President's Award**, created to recognize MV divisions, teams and individual performers who demonstrate outstanding performance while exemplifying the company's "Best Customer Experience" vision.



Mark Collins
President & COO

I'm proud to present the very first President's Award to **Division 176 Salem, Oregon** for their unflinching and unselfish mobilization to evacuate a memory care facility in the path of wildfires. I think you'll find their story inspirational.

At 7pm on Tuesday, September 8, MV general manager Tim Williams received a call from local officials that they were evacuating the town of Sublimity, Oregon due to fast-approaching wildfires and that there was a memory care facility that had no available transportation for its residents. Within an hour the MV team had a detailed evacuation plan in place and drivers on stand-by, ready to go.



With warm air, thick with smoke and falling ash, our team reached the care facility and quickly began loading passengers, while keeping them calm. With everyone safely loaded by 11pm, the 5-vehicle caravan left Sublimity and reached an alternate care facility in Clackamas at 1am - with the MV crew returning to home base at 3am.



Without pause, the Division 176 team acted selflessly and safely to serve their community, demonstrating not only our Best Customer Experience vision but our We Provide Freedom mission!

As a part of their recognition, the team will receive a crystal President's Award and \$250 for an upcoming appreciation event.

Join me in recognizing Division 176 for their outstanding performance and congratulating them on their award.

Mark



Driven by people.



APTA Legislative Alert - September 24, 2020

1 message

Thu, Sep 24, 2020 at 2:44 PM

If you have difficulty viewing this message please click [here](#).



September 24, 2020

APTA Urges U.S. House of Representatives to Provide \$32 Billion of COVID-19 Emergency Transit Funding

In a private meeting today, House Democratic Leaders indicated that the House of Representatives may consider a new, approximately \$2.4 trillion COVID-19 bill next week. This bill will provide \$1 trillion less than the Heroes Act, which passed the House in May. (The Heroes Act included \$15.75 billion of emergency transit funding.) This new legislation is an effort by House Democrats to offer a “compromise bill” and restart the COVID-19 negotiations with the White House and Senate Republicans.

We urge you to contact your Representatives today and urge them to include \$32 billion of emergency transit funding in the new COVID-19 bill.

Although the \$25 billion of CARES Act funding has served as a lifeline for public transit, more than 93 percent of these funds are obligated.

If Congress does not provide \$32 billion of additional COVID-19 emergency transit funding, more than 6 in 10 public transit agencies will have to cut transit service or furlough staff. Eight in 10 large agencies are also considering delaying, deferring, or cancelling capital projects to close their budget gaps. Similarly, nearly one-half of transit businesses expect to be forced to lay off employees without additional emergency funding. In addition, one-third of transit businesses are concerned that they may go out of business due to the COVID-19 pandemic.

[Please click here to view APTA's COVID-19 Pandemic Threatens Public Transit Jobs and Service Policy Brief.](#)

[Please click here to view APTA's COVID-19 Pandemic Threatens Public Transit Businesses Policy Brief.](#)

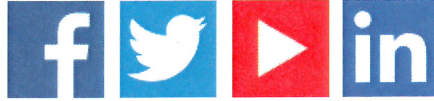
CALL TO ACTION

We encourage you to contact your Representative today and strongly urge the House of Representatives to provide at least \$32 billion of emergency transit funding in the new COVID-19 legislation.

**To contact your Representative, please call 202.224.3121.
Please click here for [APTA's Talking Points](#).**

Knowledge is power. [APTA's Industry Footprint](#) shows every public transit system, supplier, and manufacturer by Congressional District and State. Use this great resource during your next Congressional meeting and show your Member of Congress the importance of the public transportation industry in your regional economy.

Sent to you by the American Public Transportation Association
1300 I St. NW, Ste. 1200 E, Washington, DC 20005
www.apta.com



Click [here](#) to unsubscribe





Board Hours of Service Report.

1 message

Robert Krebs <Robert.Krebs@cherriots.org>

Thu, Sep 24, 2020 at 12:24 PM

To: Linda Galeazzi <Linda.Galeazzi@cherriots.org>

Cc: Allan Pollock <Allan.Pollock@cherriots.org>, Sadie Carney <Sadie.Carney@cherriots.org>, Charles Richards <charles.richards@cherriots.org>, Chi Nguyen <chi.nguyen@cherriots.org>, Colleen Busch <colleen.busch@cherriots.org>, Ian Davidson <ian.davidson@cherriots.org>, Bob Krebs <SLMgrandOR@comcast.net>, Steve Dickey <Steve.Dickey@cherriots.org>, David Trimble <david.trimble@cherriots.org>, Feeny P <patricia.feeny@cherriots.org>, Chris French <Chris.French@cherriots.org>

Hi Linda,

Attached please find my Board Hours of Service Report for September. Now that we have entered the autumn season the meeting schedule has increased.

I have also attached an interesting article about the Vienna Austria Transit System. The Vienna system is considered the finest transit system in the world and the city itself is rated number one in addressing environmental concerns.

I have had the pleasure of using this system for many decades while working on projects in Vienna. This system has really had an impact in reducing VMT and GHG.

Look forward to connecting with you at the meetings this evening.

Bob K.

Robert Krebs,
Board of Directors

3 attachments



Vienna-Transit-2020.jpg
950K



Vienna-Transit-2020-2.jpg
1470K



Board Service Thru 09-24-20.pdf
615K

**For Minutes of the 09/24/20 Board of Directors Meeting
ATTACHMENT D - Service Log for Director Busch**

Good evening.

This is a note regarding my August service hours to be read in case I need to leave the Board meeting early.

This is long, but the items are very important to help our Cherriots family recognize how connected and important all of us are in this life.

I want to extend my deepest gratitude to all the first responders for their dedicated actions they performed as trained to do so during the recent Santiam Canyon Fires. The residents of Gates, Mill City, Lyons, Idanha, the Little North Fork area and communities for miles around can be proud of your service in the face of this huge emergency. Fire, police, sheriff, medical personnel, residents, Chambers of Commerce, elected officials (City, County, State, and Federal), Businesses, the Red Cross, the United Way, churches, and many more came together in tremendous collaboration which drastically reduced the potential deadly outcome to minimal lives lost in the midst of so much destruction. Thank you, thank you...

My husband and I left for Montana Monday morning the 7th for a family visit, not knowing what was coming. By the time we entered Washington, the wind storm was in full force. We pulled off of 395 at Hwy 26 because we could not see and tumble weeds were coming at us so fast and we needed the facilities. Little did we know we would spend the next six hours at the rest stop with many stranded vehicles, because the freeway had been closed. Masks and air conditioning were a huge blessing. We did not realize what this storm was going to cause in our home town. We spent the week with our family, but our hearts were divided. Driving back on 9/11 was just as hard, now due to the smoke from the fires going the other way. Since arriving home, we have been helping with our church's Disaster Relief efforts and keeping up to date with other information as folks are beginning the recovery process and are able to reconvene some regular meetings.

I did attend last month's Executive Session, Work Session and Board meeting and we arrived at our destination in Montana 5 minutes before the Executive Session and special Board meeting on the 8th, which I attended from my car.

Keeping up with Marion County news is done every Wed. morning virtually, and, again, I want to extend my gratitude for the excellent teamwork of our Commissioners and their staff throughout the pandemic and this emergency. They know how to mobilize an army of volunteers!!!

I attended the Keizer City council meetings, which are all in person now and on line. The three Keizer Neighborhood Associations all met this month, but I missed one while in Montana.

Coffee with Cathy was on the 19th and we only met virtually, due to the ash, smoke and weather. YAY for the rain!! Thank you Patricia Feeny for the talking points and being able to highlight some of our own Cherriots personnel who came to the rescue of the residents at Marian Estates in Sublimity. 5 buses from our regional and LIFT fleet were used to assist 25 residents to safety. Thank you, MV General Manager, Timothy Williams, drivers Robin Yielding, Elizabeth Longoria, Jorge Mendez and Christopher Mcree. An extra thanks to our contracted service manager, Sue Ann Coffin for leaving her nearby residence to help coordinate the rescue efforts!!! You are truly members of Team Cherriots for safely connecting these people to safer surroundings. Board member Betty Hart updated us on how Keizer Fire personnel have been

extremely busy as they are collaborating with their expertise. Jonathan Thompson shared just a glimpse of how much Keizer Chamber Director Danielle Bethelle mobilized another army of volunteers to help with the evacuation and relocation of animals to the Marion County Fairgrounds!!! So many hours of love donated by so many people!!

Mayor Clark emphasized all the available resources out there for the fire victims and gave many more kudos to all who were involved these past few weeks. You can watch it on FB live and Keizertv.com.

A final note on three events: There were two businesses that held ribbon cuttings this month in Keizer: The Chicken Shack and On Point Credit Union. The Hispanic Heritage Month breakfast was held virtually and I met some folks from the Medford, Talent and Phoenix areas who gave updates on the fires there. Then, back on 9/4, the third Free Bike Repair Event was held in Keizer, which focused on the Kennedy Elementary population. Thanks to Cherriots Trip Choice, ODOT, The NW Hub, Keizer Traffic Safety, Bike and Ped Committee and the Keizer church of Christ for partnering on behalf of these kids.