

Salem Area Mass Transit District
Board of Directors

~ WORK SESSION ~

July 11, 2016
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT: President Robert Krebs; Directors Jerry Thompson, John Hammill, Marcia Kelley, Steve Evans and Kathy Lincoln (by conference phone)

Staff David Trimble, Chief Operating Officer; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Ben Fetherston, SAMTD Legal Counsel; Ted Stonecliffe, Long-Range Planning Analyst; Kristian Sorensen (left at 5:55 PM), Technology Support Services Analyst; Linda Galeazzi, Executive Assistant; and Melinda Hawes, Receptionist/Recording Secretary
ABSENT: Allan Pollock, General Manager

Guests Mike Jaffe, Transportation Program Director, Mid-Willamette Council of Governments and Chip Colby, newly hired IT Manager for Salem-Keizer Transit

1. **CALL TO ORDER** **5:30 PM**
President Bob Krebs called the work session to order at 5:30 p.m.

2. **DISCUSSION**
a. **Review Draft Regional Transportation Plan** **5:32 PM**

Staff report: Pages 1-4 of the work session agenda

Presented by: Ted Stonecliffe, Long-Range Planning Analyst

Board members reviewed the drafts of two alternatives for each CARTS route in the regional transportation plan that is being called the *Regional Rethink Project*.

Questions brought up for discussion included whether the service was funded by local tax dollars. Mr. Stonecliffe responded that the service was funded by state and federal funding.

Director Evans asked if staff has approached Linn County officials about paying for the service that is provided in their County east of Stayton? Mr. Stonecliffe responded that they missed their budget cycle and Linn County is having their own struggles. Director Kelley suggested working with the Area Commission on Transportation (ACT) to see if they would discuss the issue. Linn County is its own entity. President Krebs noted that there were inner city lines that run in Linn County. There is a daily bus run from the Amtrak Bus Station to Bend on the Valley Retriever.

President Krebs asked about adding a stop on the 60 Line at Paradise. Mr. Stonecliffe advised that they need to be careful with the number of stops there are on an *express* line. Director Busch clarified that they are looking at the proposed revisions in the plan like they are express routes; and if cities want more service, they will also need to provide funding.

Board members discussed the loss of service by the proposed elimination of CARTS Route 25/North Marion Flex & Route 35/Canyon Flex.

Director Kelley said she would not be surprised if there were no requests for stops to Woodburn on the 1X. Mr. Dickey said there have been, but the bus cannot get on and off the freeway in a timely manner without causing a significant delay. Director Kelley noted that the ACT revisited the *Enhance* grant project list which has a request to replace two commuter buses for the 1X.

Direction: Director Busch requested a review of the rider statistics for CARTS Route 20/CARTS Silverton to Salem & Route 25/CARTS North Marion Flex.

Mr. Dickey introduced Chip Colby, the District's newly hired IT Manager, whose start date is July 25th. He will formally be introduced at the July Board of Directors' meeting.

b. CMAQ Discussion re: Potential Projects

6:25 PM

Staff report: Pages 5-10 of the work session agenda

Presented by: Steve Dickey, Director of Transportation Development

Mr. Dickey noted one correction in Attachment A's Project List on page 7 under *Fixed Route Bus Replacement – Electric*, the cost should be \$4 million; not \$3,200,000.

Board members reviewed the list of projects proposed by staff to submit for CMAQ funding. The projects were ranked by priority and showed their funding cycle, timelines, and cost estimates. Of note were potential joint projects working with the City of Salem. Other projects included replacing five CNG or diesel fixed route buses; purchasing five 40-foot electric buses; nine small buses to replace the paratransit buses; a medium-duty, diesel bus to replace a CARTS bus; and converting 45 gasoline-powered CherryLift vehicles to propane that will reduce emissions and the District's dependency on foreign oil.

Mike Jaffe reminded the Board that CMAQ funding was granted by an old formula that was based on population. Steve Dickey added that every agency in the Salem-Keizer area has an opportunity to apply for the funding as well.

Director Kelley advised that the Board has a policy in place for diesel and CNG replacement buses that would need to be updated. She asked how much the park and rides were being used. Mr. Dickey said the Market Street park & ride and Keizer Station were heavily used; Wallace Street park & ride was not. Director Kelley recommended that staff look creatively at cross using land by means of agreements. She felt park and rides should be a low priority.

President Krebs shared that CNG charging stations at the Rogue Valley Transit District were paid for with CMAQ funds.

Mr. Dickey responded to Director Hammill's question that liquid propane for buses in above ground storage was less costly. In response to Director Evans concern about collisions with the use of propane, Mr. Dickey explained that there are standards in place for safe operation of vehicles with propane. Mr. Trimble added that the technology and safety has been proven.

Mr. Jaffe thanked staff for providing a detailed list of potential projects for the Board to consider. He suggested that the Board might look at the traffic control benefits, air control, where there is more bang for your buck; which of these projects reduces congestion, etc. There are some provisions for operating that Mr. Dickey can do research into. He would like to see the transit signal interconnection at the SKATS policy meeting. The City of Salem has their priority list with their locations.

Direction: Members of the Board felt it was important to support City projects that will help transit in the long run. The District and City can partner where it will work for both agencies.

Director Evans recommended the late fourth to sixth grade range was an appropriate age to target for the bike safety program.

Board members will submit specific ideas on the projects rankings to Allan Pollock so that he can pass those forward to the Planning staff.

3. GENERAL MANAGER COMMENTS

7:05 PM

Staff report: Pages 11-14 of the work session agenda

Presented by: David Trimble, Chief Operating Officer

Mr. Trimble reviewed the upcoming Board calendar, noting that there was no work session in the month of September. In a review of the draft agenda for the Board of Director's meeting on July 28, 2016, he noted there was one action item to accept the Annual Preliminary Year-End Financial Report for FY2016.

4. WORK SESSION ADJOURNED

7:05 PM

Salem Area Mass Transit District
Board of Directors

~ SPECIAL MEETING ~

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MINUTES

PRESENT: President Robert Krebs; Directors Jerry Thompson, John Hammill, Marcia Kelley, Steve Board Evans and Kathy Lincoln (by conference phone)

Staff David Trimble, Chief Operating Officer; Steve Dickey, Director of Transportation Development; Paula Dixon, Director of Administration; Ben Fetherston, SAMTD Legal Counsel; Ted Stonecliffe, Long-Range Planning Analyst; Linda Galeazzi, Executive Assistant; and Melinda Hawes, Receptionist/Recording Secretary **ABSENT:** Allan Pollock, General Manager

Guests None

1. **CALL TO ORDER** **7:15 PM**
President Bob Krebs called the special meeting to order at 7:15 p.m. A quorum was present.

2. **ACTION ITEM** **7:15 PM**

Approval of Letter in Support of SAMTD Application to ODOT Transportation Growth Management (TGM) Program for the Salem-Keizer Sidewalk Network Gaps Inhibiting Walk Access to Transit Stops Project

Staff report: Pages 15-42 of the agenda

Presented by: Ted Stonecliffe, Long-Range Planning Analyst

Board members received a report from Mr. Stonecliffe, asking for approval of a Letter in Support of the SAMTD application to ODOT TGM regarding the Salem-Keizer Sidewalk Network Gaps Inhibiting Walk Access to Transit Stops Project. There was brief discussion on whether a policy needed to be in place for the letter of support from the Board.

Director John Hammill moved to approve a letter in support of the District's application to the Oregon Department of Transportation's Transportation Growth Management (TGM) Program for the Salem-Keizer Sidewalk Network Gaps Inhibiting Walk Access to Transit Stops Project. Director Marcia Kelley seconded. The motion was approved.

4. **SPECIAL MEETING ADJOURNED** **7:20 PM**

Respectfully Submitted,



Robert Krebs, President

Salem Area Mass Transit District
Board of Directors

~ EXECUTIVE SESSION ~

July 11, 2016
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT: President Robert Krebs; Directors Jerry Thompson, John Hammill, Marcia Kelley, Steve Board Evans and Kathy Lincoln (by conference phone)

Staff Paula Dixon, Director of Administration; and Ben Fetherston, SAMTD Legal Counsel

1. **CALL TO ORDER** **7:30 PM**
President Bob Krebs called the executive session to order at 7:30 p.m.
2. **DISCUSSION** **7:30 PM**
The Board of Directors met in Executive Session to review and evaluate the comprehensive performance evaluation of the general manager pursuant to ORS 192.660(2)(f).
4. **EXECUTIVE SESSION ADJOURNED** **8:18 PM**

Recorded by: Paula Dixon, Director of Administration