

Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
Thursday, September 26, 2019 at 6:30 PM
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

AGENDA

A. CALL TO ORDER (President Davidson)

1. Note of Attendance for a Quorum
2. Pledge of Allegiance (Director Rodgers)
3. "Safety Moment" Thought for the Day

B. ANNOUNCEMENTS & CHANGES TO AGENDA

C. PRESENTATION

1. 2019 State Legislation Briefing

D. PUBLIC COMMENT

Time is designated at each Board meeting for members of the public to testify on any items of Board business, being limited to three minutes.

E. CONSENT CALENDAR

Items on the Consent Calendar are considered routine business and are adopted as a group by a single motion unless a Board member requests to withdraw an item. Action on items pulled for discussion will be deferred until after adoption of the Consent Calendar.

1. Approval of Minutes

- a. Minutes of the August 12, 2019 Board Work Session
- b. Minutes of the July 25, 2019 Board Regular Meeting
- c. Minutes of the August 22, 2019 Board Regular Meeting
- d. Minutes of the September, 09, 2019 Board Work Session

2. Routine Business

F. ITEMS DEFERRED FROM THE CONSENT CALENDAR

G. ACTION ITEMS

1. Accept FY19 Security Report
2. Approval of STFAC Recommendations for FY19 FTA Section 5310 Grants
3. Adoption of Resolution #2019-05, Amendment of FY2019-2020 Budget \\\

H. INFORMATIONAL REPORTS

1. FY 2019 Performance Report

I. GENERAL MANAGER'S REPORT

J. BOARD OF DIRECTORS REPORTS

1. Board members report on their Board assignments as representatives of the District.

K. ADJOURN BOARD MEETING

Next Regular Board Meeting Date: Thursday, October 24, 2019

This is an open and public meeting in a place that is ADA accessible. Auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Please allow for a 48 hour notice. Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

For an electronic copy of the Board's agenda packet, go to www.cherriots.org/board.

Esta es una reunión pública y abierta en un lugar al que la ADA puede acceder. Los audífonos y servicios auxiliares y los formatos alternativos están disponibles para personas con dominio limitado del inglés. Las solicitudes se pueden hacer directamente al Secretario de la Junta por teléfono al 503-588-2424 o con la asistencia de TTY: Servicios de retransmisión de Oregón al 1-800-735-2900 (o 711). Permita un aviso de 48 horas. El horario de la oficina de administración de Cherriots es de lunes a viernes de 8:00 a.m. a 5:00 p.m.

Para obtener una copia electrónica del paquete de la agenda de la Junta, vaya a www.cherriots.org/board.



BOARD MEETING MEMO

Agenda Item C.1

To: Board of Directors
From: Allan Pollock, General Manager
Date: September 26, 2019
Subject: 2019 End of Session Legislative Report

ISSUE

Shall the Board receive the 2019 State Legislative Report?

BACKGROUND AND FINDINGS

At the January 2019 meeting the Board adopted a 2019 legislative agenda for federal and state priorities. The legislative agenda is used as a guide when responding to legislative matters and as a communication tool with legislators and other interested parties.

The legislative agenda is prepared in conjunctions with CFM Strategic Communications, the Districts legislative consultant. Dale Penn, CFM Strategic Communications, will present a report summarizing the state legislative session and a review of accomplishments as it relates to the District's legislative agenda. I have attached a copy of the written report and Mr. Penn will attend the board meeting to present the report.

FINANCIAL IMPACT

None.

RECOMMENDATION

Staff recommends the Board receive the 2019 state legislative report.

PROPOSED MOTION

I move that the Board receive the 2019 state legislative report.



2019

ANNUAL
REPORT



strategic communications, inc.

- ▶ research
- ▶ marketing public relations
- ▶ public affairs
- ▶ federal lobbying
- ▶ state lobbying



The 2018 midterm election saw a ‘blue wave’ of varying sizes nationwide. Nowhere was that truer than in Oregon, where Democrats turned simple majorities in both the House and the Senate into coveted supermajorities (38 of 60 in the House, 18 of 30 in the Senate), allowing them to theoretically pass revenue-raising measures (which require a three-fifths vote) without a single Republican vote.

Armed with supermajorities in both chambers, and with an ally in the Governor’s office, Democrats entered the 2019 Legislative Session with a wishlist consisting of some of the highest-profile progressive issues: addressing the housing crisis, implementing a new corporate activities tax, bans on various non-reusable products, the creation of a statewide cap and trade program, an employer-paid family and medical leave mandate, and others. Republicans in the super-minority in both chambers had few tools in their toolbox to stop the Democrat agenda. Democratic leadership hoped to have both a rent control/ban on no-cause evictions bill and a cap and trade bill on the Governor’s desk for her signature within the first month of session. Little did they know of the drama yet to come.

Housing issues took center stage early, as advocates pushed a package of bills and funding asks that aimed to ease the affordable housing crisis in the state. A bill to ban no-cause evictions in certain situations and cap annual rent increases at 10% was the first major piece of policy to pass in 2019, as Democrats were able to muscle it through the process largely along party-line votes in committee and on the floors.

Once the rent control bill passed through the process, the real drama began. Next up on the Democratic wish list was the implementation of a new corporate activities tax on almost all businesses operating in Oregon to increase funding for K-12 education by \$2 billion per biennium. Following intense negotiations with business interests, including Oregon Business and Industries (OBI) and others, leadership was able to secure the votes necessary to pass the bill. With assurances that there would be continued good-faith negotiations on cap and trade, the ability to craft a paid family and medical leave program that would otherwise be decided at the ballot box and other concessions, OBI testified as neutral on the bill, angering many of their constituent businesses. The bill, which establishes a gross receipts tax of 0.57% on all sales over \$1 million while allowing businesses to deduct up to 35% of their labor or business costs, passed the House floor and headed to the Senate.

Given their numbers in both chambers, Republicans had only one remaining device at their disposal that could disturb the legislative process and mandate their voice be heard: denying Democrats the quorum required to conduct business on the floor. The constitution requires a two-thirds majority of legislators (40 in the House, 20 in the Senate) to be present on the floor to conduct business, meaning at least two Republicans in each chamber were needed to meet that threshold. As a last-ditch effort to stop the corporate activities tax from passing,



Senate Republicans left the building, denying Democrats the quorum needed to pass the bill. Governor Kate Brown had the authority to ask the state police to track down the missing Senators and bring them back to the building, but instead chose to negotiate through the weekend with Republican leadership. In exchange for Republicans returning to the building to vote on the corporate activities tax, Democratic leadership killed two highly controversial proposals: one to remove the nonmedical exemption to the requirement that children be vaccinated to attend school, and another that moderately expanded certain gun control laws. With those two bills dead, and an agreement to not use the walkout tactic again, Republicans returned to the building to vote on the tax, which passed on a party-line vote. It would not be the last time the Senate Republicans walked out this session.

With housing issues settled, or put on the back burner, and a corporate activities tax in place, Democrats turned their attention to a multitude of environmental issues. Bills to ban plastic straws, polystyrene and plastic bags all had highly contentious hearings. The statewide bans on plastic straws and plastic bags both passed after negotiations with industry, while the polystyrene ban failed in dramatic fashion on the Senate floor.

The implementation of a cap and trade program, leadership's number one priority, saw over 100 amendments introduced. After failing to pass the program during the 2018 short session, Democratic advocates were assured passage in 2019. However, that was not to be the case as resistance, including from within their own party, proved to be stronger than anticipated. After numerous public hearings and work sessions, and intense negotiations, the bill passed out of the House chamber and headed to the Senate.

Out of options to stop the bill, Senate Republicans pondered their only remaining option: renege on the deal they made on the corporate activity tax and walking out again. On Thursday, June 20 they did just that, sending the session into turmoil. Eleven Republican Senators left the state, denying Democrats the quorum necessary to do business. In a gesture that was mainly symbolic, Governor Kate Brown dispatched the state police to bring the missing Senators back to the building and Senate President Peter Courtney fined each missing Senator \$500 for each day that they were absent.

During the nine days they were absent, their supporters organized protests all around the state. None of these were as large or as impactful as the one scheduled in Salem on Thursday, June 27, when hundreds of logging trucks drove the streets around the Capitol honking in opposition to HB 2020 and in support of the tactics utilized by Senate Republicans. Their efforts resulted in messages from President Courtney and Governor Brown: the Cap and Trade bill was dead.

Ultimately, Republican Senators returned with only two days left before the session was constitutionally required to end and agreed to finish the people's business.

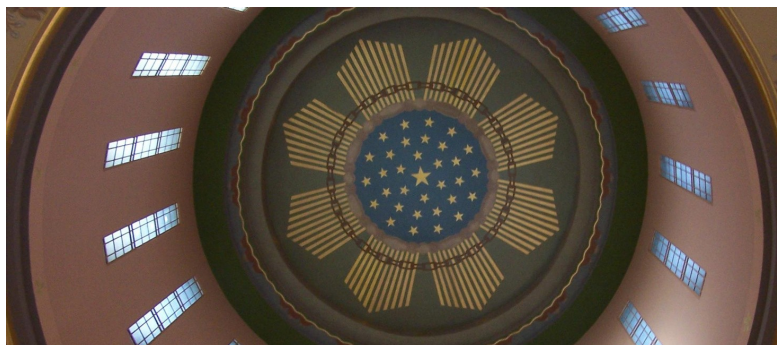
While the partisan fights received most of the attention outside the building and nationally, legislators came together to pass a number of important (and some symbolic) pieces of legislation. To fill an over \$800 million Medicaid funding gap legislators took two actions: They increased the provider assessment authorized by the passage of Measure 101, resulting in an additional \$334 million and they passed a cigarette tax increase, which will generate \$100 million this biennium and nearly \$400 million in 2021-2023, if a ballot fight is successful in November 2020.

There has been a long-term push in Oregon to join the Interstate Compact on National Popular Vote, and proponents were finally able to get it over the finish line this session. The largely symbolic legislation states that Oregon will give its electoral college votes to whichever candidate wins the national popular vote. It only takes effect, however, if enough states totaling more than 277 electoral votes pass the same measure.

In the midst of the chaos of session, legislators twice paused briefly to memorialize colleagues who passed. In late February Secretary of State Dennis Richardson passed away after a lengthy battle with brain cancer. A former legislator, Richardson was the only Republican to hold statewide office. After laying in state at the Capitol, the legislature paused for a service to remember a man who dedicated his life to public service.

In late May, Senator Jackie Winters (R – Salem) passed away unexpectedly after her own battle with cancer. Greatly respected on both sides of the aisle, Winters remains the only African-American Republican woman elected to the Oregon Legislature. The legislature paused to remember her during an emotional service on the Senate floor, as dignitaries from around the state came together to share stories and remembrances.

Every session is unique and the 80th assembly was no exception. There were many highs and lows for all sides, drawing national media and making the session another wild ride for the books.



SALEM AREA MASS TRANSIT DISTRICT

CHERRIOTS

The 2019 Legislative Session was spent on defense and positioning while also securing high-profile successes for Cherriots. After the historic passage of HB 2017 from the 2017 Legislative Session, transit advocates will need to spend future sessions protecting the fund from outside entities who wish to sweep the dollars for their own need. This session was a partial victory from that angle, with Cherriots leading the effort to safeguard the fund from other entities while securing a calculated change to the formula.

SENATE BILL 10

At the request of Senate President Peter Courtney, SB 10 was drafted with the goal of directing cities to build with a focus on transit-oriented development. As introduced, the bill mandated certain levels of housing density among priority transportation corridors among all cities with 10,000 residents or greater. The original bill required a standard of density in Salem that raised significant concerns among stakeholders, the city itself and the county. As the concept was developed during the interim without involvement with transit agencies, the Oregon Transit Association took a position of opposition. Despite significant amendments throughout the legislative process that reduced the density requirements, transit agencies continued to express concern about the concept. This bill received multiple public hearings and was ultimately shelved with the hope that proponents will convene an interim conversation with ideas for the 2020 or 2021 session to incentivize density along transit corridors in cities across the state. As President Courtney is a major champion of Cherriots, it would behoove us to participate in these conversations and bring constructive ideas to the table.

TESTIMONY - JOINT COMMITTEE

After the historic passage of HB 2017 (Transportation Package) from the 2017 Legislative Session, transit advocates knew they would be asked to return to future sessions and provide updates on the rollout of new transit services utilizing STIF dollars. On April 8, 2019 in front of the Joint Committee on Transportation, a panel of transit leaders testified on the current and future plans for new transit investments across the state. Cherriots General Manager Allan Pollock represented his agency as well as the Oregon Transit Association as their new President. Pollock provided examples of how the new funding would be utilized in Salem as well as in different agencies across the state. We expect similar presentations will occur in the 2020 and 2021 sessions. Salem's new weekend service is seen as a key and compelling investment when discussing the package with lawmakers and will take center stage going forward.

STIF/ STF FUNDING LANGUAGE

Transit advocates were extremely concerned when the Governor's Recommended Budget was released late last year missing \$10.1 million of general fund dollars normally allocated to the Special Transportation Fund (STF) which provides vital services to seniors and people with disabilities. Seen as an oversight, Cherrits, the Governor's office and senior legislative leaders began advocating for the restoration of those dollars early in session. Our efforts appeared to be successful when the Co-Chair's Balanced Budget was released in early March and a \$10.1 million general fund allocation for STF was included.

However, during the final three weeks of session, we discovered an effort by budget staff and the Co-Chair's of Ways and Means to cut the funds once again. Due to one-time, higher than expected revenue from the statewide payroll tax dedicated to transit funding (STIF – Statewide Transportation Improvement Fund), budget leaders believed they could easily sweep this excess funding to pay for STF services and utilize the \$10.1 million of general fund for other purposes. There was a significant hiccup in this plan – STIF fund requirements were developed in a stakeholder-driven process that took nearly two years and was focused on new and enhanced service, not on maintaining existing service. This was done in an effort to prohibit the sweeping of STIF dollars and was the legislative intent of lawmakers in 2017.

Legislative Fiscal Officers were attempting to sweep \$10.1 million from the fund, circumvent the stakeholder process to delete the STF fund entirely from statute and rewrite the agreed-upon STIF law without stakeholder input during the final week of session. Due to significant transit agency concern with this strategy, Cherrits led efforts for another option: we crafted narrow agency statutory authority language that allowed \$10.1 million of STIF funding to be utilized on STF services, holding harmless the providers and users of senior/disabled transit services, and we charged ODOT to work with stakeholders (transit agencies, senior advocates, etc.) on an interim process to recommend statutory language in 2020 that will merge the STF and STIF funds in the future.

Cherrits and other transit advocates lobbied diligently during the final week of session to secure support from lawmakers in charge of transportation policy, leadership from both chambers and other key elected officials. Ultimately, despite significant barriers from the Legislative Fiscal Officers, we were successful in getting our suggested process in place. This will allow transit stakeholders to help craft the statutory language we need to safely and adequately utilize STIF dollars for STF services.

Session Statistics

Beginning on January 22 and lasting until June 30, the 80th Legislative Session was politically charged and fraught with heartbreak as two dedicated public servants passed away and Senate Republicans staged two walk outs.

2 7 6 6

BILLS INTRODUCED

Lawmakers are allowed unlimited bills in a long session but will be capped at 1 (Senators) or 3 (Representatives) in the upcoming 2020 short session.

2

REPUBLICAN WALK OUTS

Attempts to derail the Democratic majority's priorities, Republicans deny quorum twice during session.

3 8 / 1 8

DEMOCRATIC SUPERMAJORITY

Democrats control both chambers with 38 of 60 Representatives and 18 of 30 Senators.

Feb. 3, 2020

2 0 2 0 SHORT SESSION

Constitutionally limited to 35 days, bill concepts will become public in mid-January.



INTERIM STRATEGY



The 81st Oregon Legislative Session will begin on Tuesday, February 3 and last for a constitutionally limited 35 days. While Senators are limited to one bill and Representatives limited to three, committees, the Governor, Senate President and Speaker of the House have additional bill introduction authority.

During the interim, advocates will develop legislative concepts, which must be turned into Legislative Counsel no later than November 22, 2019. Bills officially become public on January 13, 2020.

With these and other deadlines in mind, CFM's team of Dale, Tess and Zack will work with you to develop a comprehensive interim work strategy to prepare for the fast-approaching 2020 Legislative Session.

Interim Strategy Suggestions

- Stakeholder Engagement
 - Continue to work with OTA and other transit advocates on legislative priorities heading into 2020.
 - Enhance relationships with key community leaders and groups.
- Advocacy
 - With weekend services starting on Sept. 7, ensure lawmakers are educated on the investments in advance of 2020.

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CHERRIOTS



Introduction



- CFM State Affairs Team
- State and Federal Services
- Leading Up to Session
- 2019 Session By the Numbers
- SAMTD Legislative Priorities
- 2019 Oregon Legislative Review
- 2019/2020 Legislative Outlook

CFM's State Affairs Team



- Dale Penn



- Tess Milio

- Zack Reeves



What We Do For SAMTD

State Affairs Services

- Legislative and Regulatory Monitoring
- Strategic Analysis
- Insider Perspective
- Legislative Guidance



Leading Up to Session

- Supermajorities in both chambers
 - House 38 (D) – 22 (R)
 - Senate 18 (D) – 12 (R)
- Governor Kate Brown wins election – focus on new revenue, carbon policy
- Kicker conversations

2019 Oregon Legislative Session – By the Numbers



- January 22 – First day of session
- June 30 – Final day of session
- 1470 - # of bills in first stack
- 2766 – Total # of bills introduced
- 2 - Senate Republican walk outs
- Emotional Goodbyes – Sen. Jackie Winters (R-Salem) and SOS Dennis Richardson

SAMTD Legislative Priorities



- HB 2017 Implementation and Monitoring
- Senior/Disabled Transit Funding
- Transit Governance
- Transferability of Expired Energy Incentive Tax Credits

2019 Oregon Legislative Session Review



- HB 2017 Implementation/Defense
- *SB 10 – Density requirements along transit corridors*
- STIF/STF Funding
- *HB 2020 – Oregon Climate Action Program (Cap and Trade/Invest)*
- *HB 2541 – Small city transit grants*

2019 Oregon Legislative Session Review – Cont.



- HB 2270 - Cigarette Tax Increase
 - Impact on STF?
- Workforce Issues
 - HB 2005 – Paid Family Leave
 - SB 726 – Unlawful conduct in workplace
 - SB 479 – Workplace harassment prevention
- HB 3427 - \$1 billion/year for schools
 - First R walkout, drama around vaccines/guns & economic forecast
- *SB 7 – DUI to 0.05*
- HB 2007 – Clean Diesel

2019/2020 Legislative Outlook



- 2020 Legislative Session – short session, 35 days, begins on Feb. 3, 2020
- Cap and Invest/Cap and Trade – Returning?
- STIF/STF Updates
- Election Season



Questions?

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

August 12, 2019

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of three (3) ADA compliant paratransit vehicles for the Cherriots LIFT service for \$232,056, plus a contingency of \$23,000, for a total of not-to-exceed amount of \$255,056.	3
Moved to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of two (2) ADA compliant paratransit vehicles for the Cherriots Regional service, and one (1) ADA compliant paratransit vehicle for Cherriots Shop and Ride service for \$226,289, plus a contingency of \$22,000, for a total of not-to-exceed amount of \$248,289	4

Regular Board meetings are video recorded and are available for viewing on the CCTV website at www.cctvsalem.org.

Salem Area Mass Transit District
Board of Directors

~ **SPECIAL MEETING** ~
~ **WORK SESSION** ~

August 12, 2019

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

MINUTES

PRESENT: President Ian Davidson; Directors Sadie Carney, Robert Krebs, Chi Nguyen,
Board: Colleen Busch, Charles Richards, and Doug Rodgers (Arrived at 6:40 p.m.)

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; Gregg Thompson, Maintenance Manager; Ben Fetherston, Legal Counsel; Chip Colby, Information Technology Manager; Susie Primmer, Technology Services; Jolene White, Executive Assistant

Guests: No guests

1. SPECIAL MEETING 5:30 PM
CALL TO ORDER

President Ian Davidson called the special meeting to order at 5:30 p.m.

- 2.** Mr. Pollock shared the Safety Moment for the month of August about checking your work station for cords or any other tripping hazards that may be present. If the Board sees a hazard they are to be reported to Mr. Pollock. Reminders to everyone to always make sure that the correct personal protective equipment is always used.

3. ANNOUNCEMENTS

President Davidson announced that were 26 days until the new Saturday Service. Mr. Pollock introduced Jolene White who will be filling in for Linda Galeazzi while she is out on medical leave.

4. ACTION ITEMS

a. Contract award for Cherriots Lift Vehicles

Staff report: Pages 3-4 in the agenda

Presenter: Gregg Thompson, Maintenance Manager
David Trimble, Chief Operating Officer

The purpose of the special meeting was for the board to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of three (3) ADA compliant paratransit vehicles for the Cherriots Lift service for a not-to-exceed amount of \$255,056. Mr. Thompson reported that the Oregon State contract expires on August 13th, and a new contract has yet to be established. The expiring contract, combined with the length of time for bus production could possibly delay delivery dates beyond the grant expiring.

Motion: Moved to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of three (3) ADA compliant paratransit vehicles for the Cherriots Lift service for \$232,056, plus a contingency of \$23,000, for a total of not-to-exceed amount of \$255,056.

Motion by: Director Robert Krebs

Second: Director Colleen Busch

Vote: Motion passed unanimously (6)

b. Contract award for Regional and Shop and Ride Vehicles

Staff report: Pages 5-6 in the agenda

Presenter: Gregg Thompson, Maintenance Manager
David Trimble, Chief Operating Officer

Shall the board authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of two (2) ADA compliant paratransit vehicles for Cherriots Regional Service, and one (1) ADA compliant paratransit vehicle for Cherriots Shop and Ride Service for a not-to-exceed amount of \$248,289. Mr. Thompson again pointed out that the current Oregon State Contract expires on August 13th, and no new contract is established.

Motion: Moved to authorize the General Manager to execute a contract with Schetky Northwest Sales, Inc. for the purchase of two (2) ADA compliant paratransit vehicles for the Cherriots Regional service, and one (1) ADA compliant paratransit vehicle for Cherriots Shop and Ride service for \$226,289, plus a \$22,000 contingency, for a total not-to-exceed amount of \$248,289.

Motion by: Director Colleen Busch

Second: Director Charles Richards

Vote: Motion passed unanimously (6)

5. SPECIAL MEETING ADJOURNED 5:51 PM

WORK SESSION

6. CALL TO ORDER 5:52 PM

7. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

President Davidson announced that due to a scheduling conflict that Mr. Dickey would proceed with his discussion of the Keizer Transit Center Project update before presentations.

8. PRESENTATION

a. Board Ethics Training

Staff report: Oral Update

Presenter: Ben Fetherston, Legal Counsel

Due to there being several new Board members, Mr. Fetherston gave an in-depth training on the ethical responsibilities that applies to all public officials. The three main topics Mr. Fetherston went over were ethics, public meetings and public records and different conflicts that may arise. These rules apply to all public officials. Mr. Fetherston counseled all members to contact him if there were any questions or if needing additional information.

b. Bus Camera Replacement Project

Staff report: Oral Update

Presenter: Chip Colby, Information Technology Manager

Mr. Colby discussed the Bus Camera Upgrade project. The project goals are to increase quality by utilizing newer high-resolution technology cameras and improve service reliability by installing equipment that has fewer failure points. The new cameras will enhance access by creating a network accessible system that can be accessed even while the bus is moving. The system will optimize efficiency by having data needed from the camera systems downloaded automatically once the bus enters a transit center or yard.

The bus cameral upgrade comes from the ITS Systems implementation funding. Privacy concerns brought up by the board will be reviewed by legal counsel.

Follow-up: Staff will asking for Board approval of the purchase of this upgrade at the September Board meeting for project implementation no later than June 30, 2020.

9. DISCUSSION

a. Keizer Transit Center Signalized Intersection Project Change Order

Staff report: Oral Update

Presenter: Stephen Dickey, Director of Strategic Initiatives and Program Management

Mr. Dickey discussed the signalized intersection element in the Master Plan for the Keizer Transit Center (KTC). The signalized intersection is to be located at the entrance of the KTC. Due to budgetary issues during construction of KTC, it was determined to eliminate the signalized intersection until a later date. This resulted in a significant loss of productivity due to the out of direction travel required by a right only exit from the facility. The project came in under budget and it was decided to install the signal. Due to inclement weather, the parts needed to complete the traffic signal are delayed. The current schedule for the signals to be operational is now late December 2019. The recommended solution from the project team is to install a temporary signal that will allow for planned service to operate until the permanent signals are functional. The cost of the temporary signal is \$93,905. The project budget approved by the Board included a 15% contingency in the amount of \$236,823 that to date has not been utilized. A change order was initiated in the amount of \$93,905 and applied towards the contingency.

b. September 7th New Service Event

Staff report: Oral Update

Presenter: Patricia Feeny, Director of Communication

Ms. Feeny went over the planned public event that will occur on the first day of Saturday service, September 7th. The Saturday's Alright for Riding Committee has a family-friendly event from 10 a.m. to 4 p.m. at the Downtown Transit Center. Staff representing Travel Training, Trip Choice, and Marketing will have tables with information and promotional items commemorating the day. Vendors will be setting up food carts and staff are building a parklet for the event. Transit hosts and Cherriots ambassadors will be wearing the new commemorative t-shirts and canvassing the event.

Follow-up: Board members need to get sizes needed for the t-shirts to Mr. Pollock, as soon as possible.

c. Review Neighborhood Association Assignments

Staff report: Pages 14-16 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock went over the neighborhood associations. Many of these neighborhood associations are represented by more than one Director. In the past Directors designated a primary representative for each neighborhood association.

Follow-up: Directors will work together on shared associations to assign one Director as a primary representative for each Neighborhood Association.

d. Board Committee Assignment

Staff report: Pages 16-20 of the agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock went over rule 22 (a) Committees in the Board ByLaws. The Board President will appoint Board members to the different Transit Board Committees. The Board reviewed the available committee assignments and answered questions on the roles of the committees and their normal meeting schedule.

Follow-up: Board members will discuss which committees they would like to be appointed to with President Davidson. President Davidson will appoint Board members to the committees at the August Board meeting.

e. Board Retreat

Staff report: Oral update

Presenter: Allan Pollock, General Manager

Mr. Pollock discussed that there are three potential dates for the upcoming Board retreat. These dates are September 21st, September 28th or October 5th. Board member gave Mr. Pollock the dates that work for their schedules.

10. GENERAL MANAGER COMMENTS

a. Draft Agenda for the August 22, 2019 Regular Meeting, upcoming board agenda items and calendar review

Staff report: Pages 20-23 of the agenda

Presenter: Allan Pollock, General Manager

Board members reviewed a draft agenda for the August 22, 2019 board meeting, the Board's calendar of scheduled meetings and events and upcoming agenda items for Board review or action.

11. WORK SESSION ADJOURNED

7:46 PM

Submitted by:
Jolene White,
Executive Assistant

Salem Area Mass Transit District
BOARD OF DIRECTORS
July 25, 2019
Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar:	3
1. <u>Approval of Minutes</u>	
a. Minutes of the June 10, 2019 Board Work Session	
b. Minutes of the April 25, 2019 Board Meeting	
c. Minutes of the June 27, 2019 Board Meeting and Executive Session	
2. <u>Routine Business:</u>	
a. None	
Moved that the Board adopt Resolution 2019-07 declaring Saturdays in September 2019 to be "Fare Free Days"	5
Moved that the Board accept the FY2019 Preliminary year-end financial report.....	5

Regular Board meetings are video recorded and are available for viewing on the CCTV website at www.cctvsalem.org.

Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
July 25, 2019
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT: President Robert Krebs; Directors Sadie Carney, Chi Nguyen, Colleen Busch, Ian Davidson
Board: (via telephone conference) and Doug Rodgers (Arrived at 7:09 p.m.)
Absent: Director Charles Richards

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; Gregg Thompson, Maintenance Manager; Ben Fetherston, Legal Counsel; Chip Colby, Information Technology Manager; Susie Primmer, Technology Services; Linda Galeazzi, Executive Assistant

Guests: No guests

- A. CALL TO ORDER 6:30 PM**
President Krebs called the meeting to order. The attendance was noted and a quorum was present. Director Busch led the Pledge of Allegiance.
- B. "SAFETY MOMENT" THOUGHT FOR THE DAY**
Mr. Pollock shared a Safety Moment about stress reduction and stress management. Learn and practice relaxation techniques: Try meditation, deep breathing, yoga, exercise regularly, eat healthy and get enough sleep.
- C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA**
1. President Krebs welcomed the new Directors to the Board.
2. Only 44 days to the new Saturday service.
- D. VIDEO PRESENTATIONS**

Stephen Custer, Digital Marketing Coordinator, shared with the Board two videos that promote our services and other services that we are involved in. The first video is a commercial by Northwest Natural Gas, "Meet the Newest Renewable" that features a cameo of Cherriots. The second video "Re-Introducing a Better Cherriots" tells a brief history of Cherriots, describes our current services and explains the new service enhancements that are coming soon.

E. PUBLIC COMMENT

1. Phil and Brandon DeCamp both addressed the board regarding a stop location at Lancaster and Market. When construction ended a few months ago, the bus stop was moved to the northwest corner. At the end of the school year they started having issues. The bus now drops off right at the business door. This is a problem because they are a marijuana dispensary and the law doesn't allow minors to be on the property. There is currently no shelter for the bus stop, so juveniles regularly use their building for shelter while waiting. We are here to ask the Board for assistance to either move the bus stop or to build a shelter. Mr. Pollock requested background info and will report back to the Board their assessment.

2. Dolce Hernandez, a student at CCC is involved with a project called transportation justice. She came to address the new board members, to remind them that public transportation has been very essential for the community. Ms. Hernandez feels that public transportation has been dominated by business and real estate interest and feels that it has left out people from low-income communities, people of color, and people with disabilities. She is addressing the board to encourage them to have better changes in public transportation that is more equitable for everyone. Director Busch stated that she had attended the active transportation network and heard the presentation given by Ms. Hernandez and wanted to thank her for all the research and information. President Krebs stated that the Board is very concerned about providing a good transportation service to the community because they are aware that so many people rely on it and that is one of the reasons they are so happy to bring back Saturday service and extended evening services.

F. CONSENT CALENDAR

- Motion:** **Moved to approve the Consent Calendar:**
- 1. Approval of Minutes**
 - a. Minutes of the June 10, 2019 Board Work Session**
 - b. Minutes of the April 25, 2019 Board Meeting**
 - c. Minutes of the June 27, 2019 Board Meeting and Executive Session**

2. Routine Business

a. None

Motion by: Director Collen Busch
Second: Director Sadie Carney
Discussion: No items were deferred from the Consent Calendar.
Vote: Motion passed unanimously (5)

G. ITEMS DEFERRED FROM THE CONSENT CALENDAR

H. ACTION ITEMS

6:47 PM

1. Approval of Vendor Selection & Contract Execution for Comprehensive CAD/AVL.

Staff Pages 37-38 in the agenda
report:

Presenter: Chip Colby, Information Technology Manager

Mr. Colby reported on the Computer Aided Dispatch / Automatic Vehicle Location (CAD/AVL) solution for the District. This comprehensive CAD/AVL solicitation incorporated three phases to include the physical CAD/AVL and automated passenger counter and automatic stop announcement solutions. The Board was briefed on the finalists and the status of the evaluation process at the June Work Session. The process of RFP evaluation continued through the end of June at which time the Selection Committee's evaluation identified a successful proposer, GMV Syncromatics. Funding for this proposed contract is included in the FY2019-20 Adopted Budget in the Capital Project Fund. Project is funded by Federal grants and a local match.

Motion: **Moved to authorize the General Manager to execute a contract with GMV Syncromatics for the acquisition of a Comprehensive CAD/AVL Solution in the not-to-exceed amount of \$1,579,532 that includes a 10% project contingency of \$144,134.**

Motion by: Director Colleen Busch

Second: Director Chi Nguyen

Vote:

2. Resolution #2019-07 Declaring Fare Free Saturdays in September 2019.

6:55 PM

Staff Pages 39-40 in the agenda
report:

Presenter: Allan Pollock, General Manager

Mr. Pollock reported that Resolution 2019-07 Declaring Fare Free Saturday's in September in order to celebrate weekend service. The District will be having a major event on September 7th to celebrate the return of weekend service. Fare free Saturday's is to

promote the new service to attract new riders.

Motion: Move that the Board adopt Resolution 2019-07 declaring Saturdays in September 2019 to be "Fare Free Days".

Motion by: Director Chi Nguyen

Second: Director Colleen Busch

Vote: Motion passed unanimously (5)

3. Preliminary Annual EOY FY2019 Financial Report

6:57 PM

Staff BD Supplemental pages 1-10

Report:

Presenter: Al McCoy, Director of Finance/CFO

District staff prepared a financial report with preliminary results for the previous year available to the Board in compliance with the timeframe established by the State of Oregon. Audited reports will be prepared when the independent audit work has been completed. The District's fiscal year ended June 30, 2019. Because this is an early preliminary look at FY19, some transactions and adjustments have not yet been made. These items include depreciation of assets, year-end accruals for vacation and sick leave and last five days of payroll, year-end revenue accruals, and various expense adjustments.

Motion: Move that the Board accept the FY2019 Preliminary year-end financial report.

Motion by: Director Colleen Busch

Second: Director Chi Nguyen

Vote: Motion passed unanimously (5)

I. INFORMATION ITEMS

7:09 PM

1. Ride Salem Cycle Share Program

Staff Page 41 in the agenda

Report:

Presenter: Patricia Feeny, Director of Communication

Ms. Feeny reported that Ride Share officially launched its shared bicycle program in June. The program has 20 bicycles and allows riders to rent a bicycle from any of the five stations placed around Salem and then drop it off when they are done at any of the docking stations. Until July 31, new customers can ride free for up to four hours. The cost to ride is \$1.50 for 30 minutes, with annual memberships available. Cherriots trip choice is a business sponsor on two of the fleet's bicycles. The District also received five, one-year passes, which will be available to Cherriots employees.

J. ELECTION OFFICERS AND OATH OF OFFICE

President:	Director Carney nominated Director Davidson for President. Director Rodgers nominated Director Busch for President. There were no other nominations so nominations were closed.
Motion:	Moved to appoint Director Davidson as Board President.
Vote:	Majority Vote In favor of Director Davidson (Krebs, Carney, Nguyen, Davidson) In favor of Director Busch (Rodgers, Busch)
Vice President:	Director Davidson nominated Director Carney for Vice-President. Director Rodgers nominated Director Busch for Vice-President. There were no other nominations so nominations were closed.
Motion:	Moved to appoint Director Carney as Board Vice-President
Vote:	Majority Vote In favor of Director Carney (Krebs, Carney, Nguyen, Davidson) In favor of Director Busch (Rodgers, Busch)
Secretary:	Director Carney nominated Director Nguyen for Secretary. There were no other nominations so nominations were closed.
Treasurer:	Director Davidson nominated Director Krebs for Treasurer. There were no other nominations so nominations were closed.
Motion:	Moved to cast a unanimous ballot for the Secretary and Treasurer nominated.
Motion by:	Director Rodgers
Seconded:	Director Busch
Vote:	Motion passed unanimously (6)

The oath of office was signed by the newly-elected officers- President Davidson, Vice-President Carney, Secretary Nguyen and Treasurer Krebs by Ms. Galeazzi.

K. GENERAL MANAGER’S REPORT

7:23 PM

1. Mr. Pollock congratulated the new officers of the Board.
2. Mr. Pollock reported that he has served on ODOT’s public transit advisory committee seven out of the last twelve years, with his current term ending as of June 30th. Cherrlots has a permanent seat on that advisory committee. At this time

Mr. Pollock will step back from the committee and Steve Dickey, Director of Strategic Initiatives and Program Management will represent Cherriots for the next three years, beginning July 1, 2019.

3. Mr. Pollock shared a comment on the action the Board took awarding the contract with GMV Syncromatics for the acquisition of a Comprehensive CAD/AVL Solution. The decision was probably one of the major decisions for this district over the next 10 to 15 years. We will be able to be more responsive, effective and efficient as an organization and making the customer experience more world class. It shouldn't go unnoticed that this suite of technology is really going to help Cherriots be a much more effective organization. This decision tonight really changes public transportation in this community for the better and thanked the Board for this decision.
4. Mr. Pollock shared that he spent time earlier this week at the latest Transit Operator class, with 10 operators in training. They have all been hired due to the new State Transportation package and they are here to provide the new enhanced service that begins on September 3rd.
5. Mr. Pollock was able to meet with Chemeketa Community College new President today to talk about their partnership and how they can work with each other for the bus pass program, transit center, and other items. Looking forward to her leadership in that role and watching our partnership with the college advance through that process.

L. BOARD OF DIRECTORS REPORTS

7:31 PM

1. Director Krebs stated that this would be his last report as President and that it has been an honor and a privilege. Mr. Krebs just celebrated 50 years in the transportation industry.
2. Director Rogers reported that this month has been extremely busy with starting a new job, in a new city with lots of overtime, but a very quiet month for Cherriots. Everyone is excited about Saturday service.
3. Director Busch was gone for a few weeks out of the country on a mission trip, teaching English. She was able to watch the Board meeting while there and attend the Work Session virtually. Several of the meetings she usually attends were canceled. She was able to attend the Keizer City Council and Keizer United. Looking forward to Saturday service.
4. Director Carney is pleased to report that in the state agency that she works for, union representatives were able to negotiate a transit pass for each of their employees. Next Tuesday, Kiki Dohman, from TRIP CHOICE will be onsite to hand out those passes and answer any questions. Many people are very excited about this and the hope is to see a spreading of trend and get more state agencies onboard. Many thanks to Cherriots for making this happen.

5. Director Nguyen wanted to express that she was pleased to see so many youth engage in participatory government and all the work of the coalition partners and advocates that made HB2017 happen in order to restore service and bring in new service.
6. Director Davidson informed the Board that he recently created a Facebook page to interact with the community. Last week he posted that Saturday service was coming and the page erupted and shared more than 150 times and the organic impressions were 1500. This truly was remarkable. This shows how interested and excited people are in the community.

M. MEETING ADJOURNED

7:38PM

Respectfully submitted,

Robert Krebs, President

Salem Area Mass Transit District
BOARD OF DIRECTORS
August 22, 2019
Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar:.....	4
1. <u>Approval of Minutes</u>	
a. Minutes of the May 13, 2019 Board Work Session	
b. Minutes of the July 08, 2019 Board Work Session	
2. <u>Routine Business:</u>	
 Move to authorize the General Manager to execute an Intergovernmental Agreement with Marion County for Technology Solutions and Support for a five-year period for a not-to-exceed amount of \$128,700.....	4
 Move 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	5
 Move to authorize the General Manager to execute a contract amendment With MV Transportation, Inc., for a not-to-exceed amount of \$38,063,490.....	6

Regular Board meetings are video recorded and are available for viewing on the CCTV website at www.cctvsalem.org.

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 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- 4th 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 7th. 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 7th. 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 21st. 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,

Ian 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.

Salem Area Mass Transit District
BOARD OF DIRECTORS

~ **WORK SESSION** ~

September 09, 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 (via
Board:	telephone, arrived at 5:50 p.m.), Colleen Busch, and Charles Richards (arrived at 6:00 p.m.) 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; Chip Colby, Information Technology Manager; Susie Primmer, Technology Services Support Analyst; Jolene White, Executive Assistant
Guests:	No Guests

- 1. CALL TO ORDER** **5:35 PM**
President Davidson called the meeting to order.
- 2. SAFETY MOMENT**
Mr. Pollock shared the *Safety Moment* for the month of September about cold and flu awareness. Symptoms include high fever, headache, fatigue, dry cough, stuffy nose, muscle aches and nausea or vomiting. Prevention tips include flu vaccine, washing your

hands frequently with soap and water for at least 20 seconds, and refrain from touching your face during the cold and flu season.

3. PRESENTATION- None

4. DISCUSSION

a. Service Enhancement Discussion – September 7th After Action Review

Staff Report: Pages 3-8 of the Agenda

Presenter: Patricia Feeny, Director of Communication

Ms. Feeny explained to the Board that the purpose of an after-action review is to generate a candid discussion of an event, focused on performance expectations, that enables the group how to sustain strengths and improve weaknesses. This enables the District to take the results of the after-action review and apply them to future activities. On Saturday, September 7th, the District held the Saturday Service Event. All members agreed that the event was a success, with over 300 attendees. The event showed excellent attention to detail. Suggestions for improvements are as follows: The food trucks that were invited to attend, may have been too high-end and costly for the average attendees. Some suggestions to the costly food are: giving out food vouchers or food prizes for spinning the wheel and inviting food trucks that have more affordable menu items. The prize wheel, at times, was monopolized by some attendees, thus not giving others an opportunity to spin. One suggestion is to have a sign at future events that only allow 1-2 spins per person. The parklet was a success, but attendees suggest that the next time it is substantially larger in order to create more gathering places for attendees. Other suggestions for future events are getting the Board members together in one area and activities for younger aged children, such as a pop-up park or bouncy house. Ms. Feeny requested that any other suggestions be emailed to her.

Follow-up:

b. Proposed FY2021 Budget Calendar

Staff Report: Pages 9-10 of the Agenda

Presenter: Al McCoy, Chief Financial Officer

Mr. McCoy discussed the FY 2020-21 Budget Calendar. Pursuant to Oregon Budget law, the FY 2020-21 budget must be adopted by the Board no later than June 30, 2020 in order for the District to continue to operate. The Budget Committee will present the approved budget to the Board at the June 25, 2020 Board meeting, and the Board will hold a Budget Hearing. The Budget Committee is scheduled to meet three Thursday evenings in May. President Davidson requested the Board receive a draft copy of the Budget to review in advance of the Budget Committee. Board supported the proposed Budget Calendar dates.

Follow-up:

Staff Report: Pages 11-31 of the Agenda

Presenter: David Trimble, Chief Operating Officer

Mr. Trimble discussed the Supplemental Services Pilot for Cherrlots LIFT service. As the Cherrlots LIFT program adds enhanced service, there is an immediate need for a service plan that fits with existing and expanding service and supports the following values: World class customer service, cost effectiveness, regulatory compliance and equity for all Cherrlots LIFT customers.

The Cherrlots LIFT program provides legally mandated, complementary paratransit service to individuals unable to independently use regular bus service because of a disability. The Americans with Disabilities Act of 1991 (ADA) requires complementary paratransit service for all public transit agencies that provide fixed-route service. Paratransit is an "origin-to-destination" service, provided with vans, minibuses, taxis, or a combination of vehicles.

Cherrlots provides the LIFT service with 43 vehicles. The fleet consists mostly of ADA cutaway style and Mobility Venture-1 (MV-1) vehicles. These vehicles are designed specifically for paratransit services.

Federal regulations require that complementary paratransit service be "comparable" (not more, not less, but the same) with fixed-route transit service in terms of the basic level and quality of service. Cherrlots LIFT paratransit service meets or exceeds all legal requirements of the ADA. Transit agencies must comply with six major requirements for complementary paratransit service: The service area must be at least ¾ mile beyond fixed routes; fares cannot be more than twice the undiscounted fixed-route fare; hours and days of service must be at least the same as fixed route; next day service must be available; trips cannot be denied based on purpose or destination; and there must be no capacity constraints including untimely pickups, trip denials, excessively long trips, untimely drop offs or excessive phone hold times. Cherrlots LIFT has received high marks in all these areas at the last Federal review.

Eligibility for Cherrlots LIFT requires a person to have a disability or disabling condition that prevents them from using the fixed-route service independently. The different types of eligibility are unconditional, conditional, temporary and visitor status can be granted 21 days per year. Individual's eligibility is determined by a third-party administrator.

Cherrlots provides LIFT service through partnerships with private sector contractors. Cherrlots provides vehicles, office space and program management. Service providers have full administrative responsibility for dispatch, reservations, scheduling, customer service and transportation. The primary reasons for private partnerships are cost, flexibility and expertise. Currently the District has three separate contracts with Medical Transportation Management (MTM) and MV Transportation. MTM is responsible for reservations, scheduling, customer service, trip planning and eligibility assessments. MV Transportation provides all employees for Contracted Transportation Services.

Earlier in FY19, staff reviewed nationwide service models to determine the optimal role for Cherriots service in order to improve on existing service, maintain integrity and be cost effective. There are five basic service options that were considered at the outset. Classic taxi contract using non-dedicated vehicles; separate provider contract with Cherriots vehicles, social service agency or community partnership, Transportation Network Company (TNC); and Mobility Management Brokered Operation. Out of these options, the staff feel that the classic taxi contract using non-dedicated vehicles is the best option. This contract would enable flexible capacity during low demand times, short notice service for recovery of late routes, direct service, alleviate peak service demand without purchasing additional vehicles and cost effective service due to no overhead or deadhead costs.

Follow-up: Feedback from the Board and Citizens Advisory Committee. Engage internal work group and contractor partners and outreach activities. Contract will be brought before the Board, tentatively in January 2020.

d. History and Background on Service Reductions

Staff Report: Pages 32-35 of the Agenda

Presenter: Allan Pollock, General Manager

Mr. Pollock educated the Board on the history and background of the service reductions that led to the loss of services. Service reductions began in 2005-2006 after several failed ballot measures to increase District funding. The reduced services included Saturday service, reduced midday and evening frequencies, several low production routes were eliminated, reduced hours to 6:00 a.m. to 9:00 p.m. and several popular shuttle services were discontinued.

Follow-up:

e. Board Retreat Briefing

Staff Report: Pages 36 of the Agenda

Presenter: Allan Pollock, General Manager

The Board Retreat is scheduled for September 21, 2019 and will focus on Board Governance issues. The executive committee met prior to the work session and established a draft agenda. Board members will be briefed on the Oregon Transportation Plan, ORS 267 Mass Transit Districts, Resolution 2015-04 Rules governing proceedings and conduct of the Board, Board Code of Conduct, the 2018 Strategic Plan, present organization and divisional overviews and Board Governance discussions. Mr. Pollock asked that the Board refer to the Board Governance book they received, to give some thoughts and ideas to how their Governance should operate.

Follow-up:

4. GENERAL MANAGER COMMENTS

Staff Report: Pages 37-40 of the Agenda

Presenter: Allan Pollock, General Manager

Board members reviewed a draft agenda for the September 26, 2019 board meeting, the Board's calendar of scheduled meetings and events and upcoming agenda items for Board review or action.

Follow-up: The Board requested information on how to speak to constituents regarding bus stop requests, information on 5310 Grants and Earthquake/Emergency Management for Courthouse Square.

5. WORK SESSION ADJOURNED

6:58 PM

Submitted by:
Jolene White,
Executive Assistant



BOARD MEETING MEMO

Agenda Item G.1

To: Board of Directors

From: Karen Garcia, Security and Emergency Management Manager
David Trimble, Chief Operating Officer

Thru: Allan Pollock, General Manager

Date: September 26, 2019

Subject: FY 2019 Security Report

ISSUE

Shall the Board receive the FY 2019 Security Report?

BACKGROUND AND FINDINGS

Each September the Board receives the annual report on the Districts security activities provided by District staff, City of Salem Police, and Allied Universal. Karen Garcia, Security and Emergency Management Manager will present the report as shown in Attachment A.

FINANCIAL IMPACT

None.

RECOMMENDATION

Staff recommends the Board receive the FY 2019 security report.

PROPOSED MOTION

I move that the Board receive the FY 2019 security report.

Security Report FY 2018-19

Board Meeting – September 26, 2019

Security and Emergency Management Manager



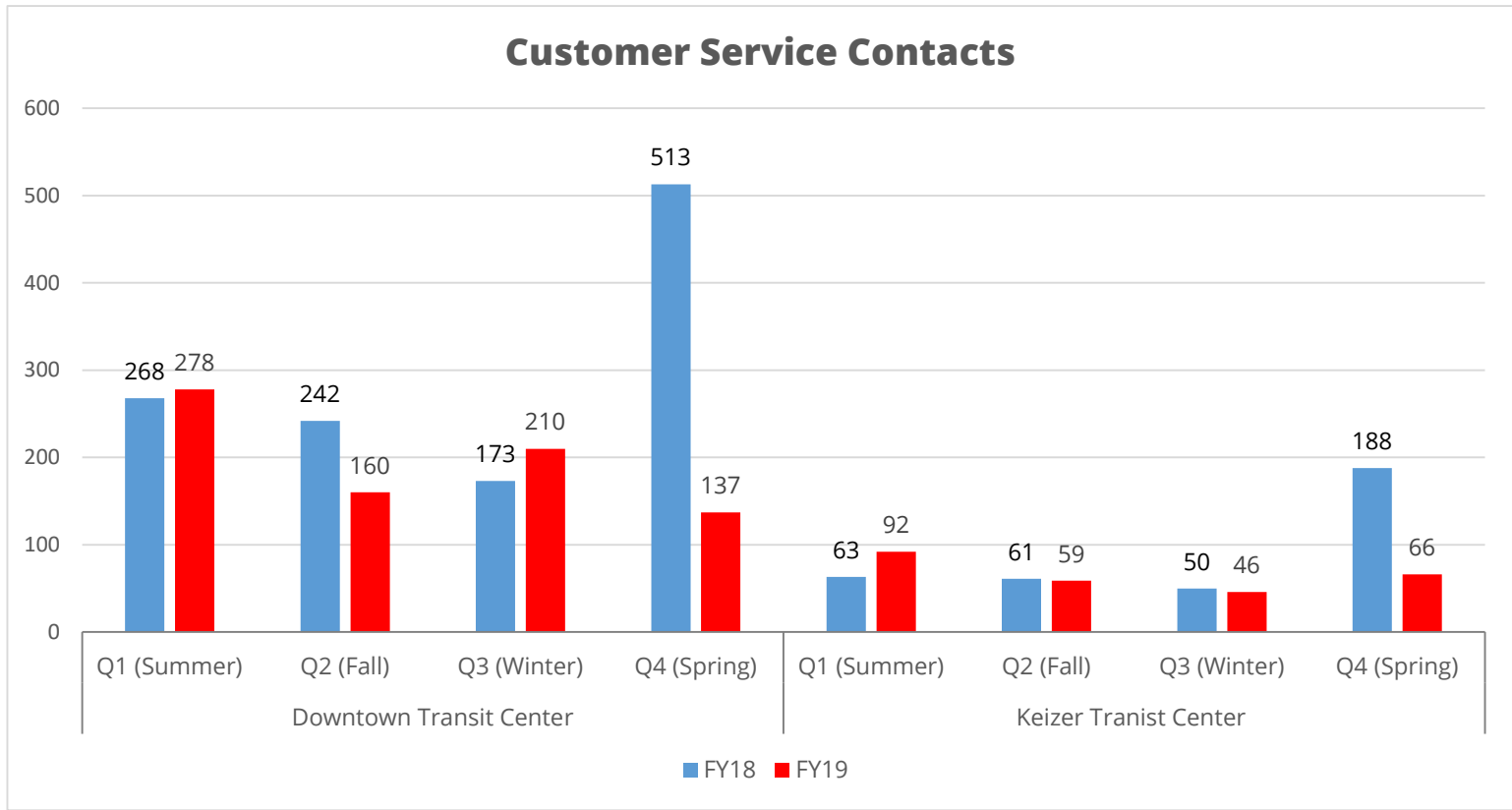
Multi-Agency Security Team





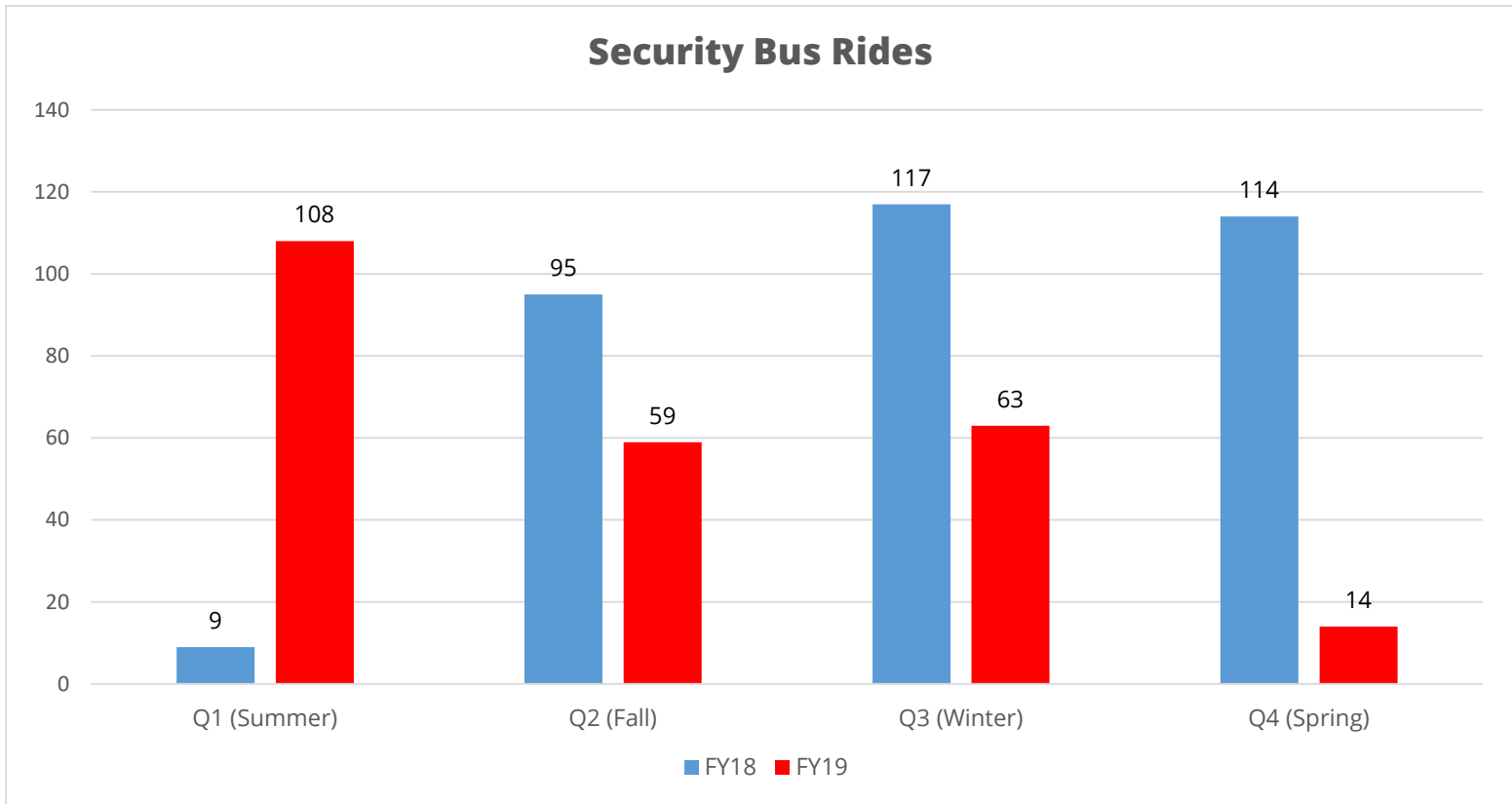
Security Team Responsibilities

- Provide information about Cherriots services
- Respond to safety and security concerns
- Analyze security statistics and enhance public safety efforts
- Ensure a strong presence to deter unwanted activities
- Develop policies and procedures which help to ensure the safety and security of people, facilities, and other assets
- Enforce regulations and ordinances on all District properties
- Maintain a safe environment for all stakeholders



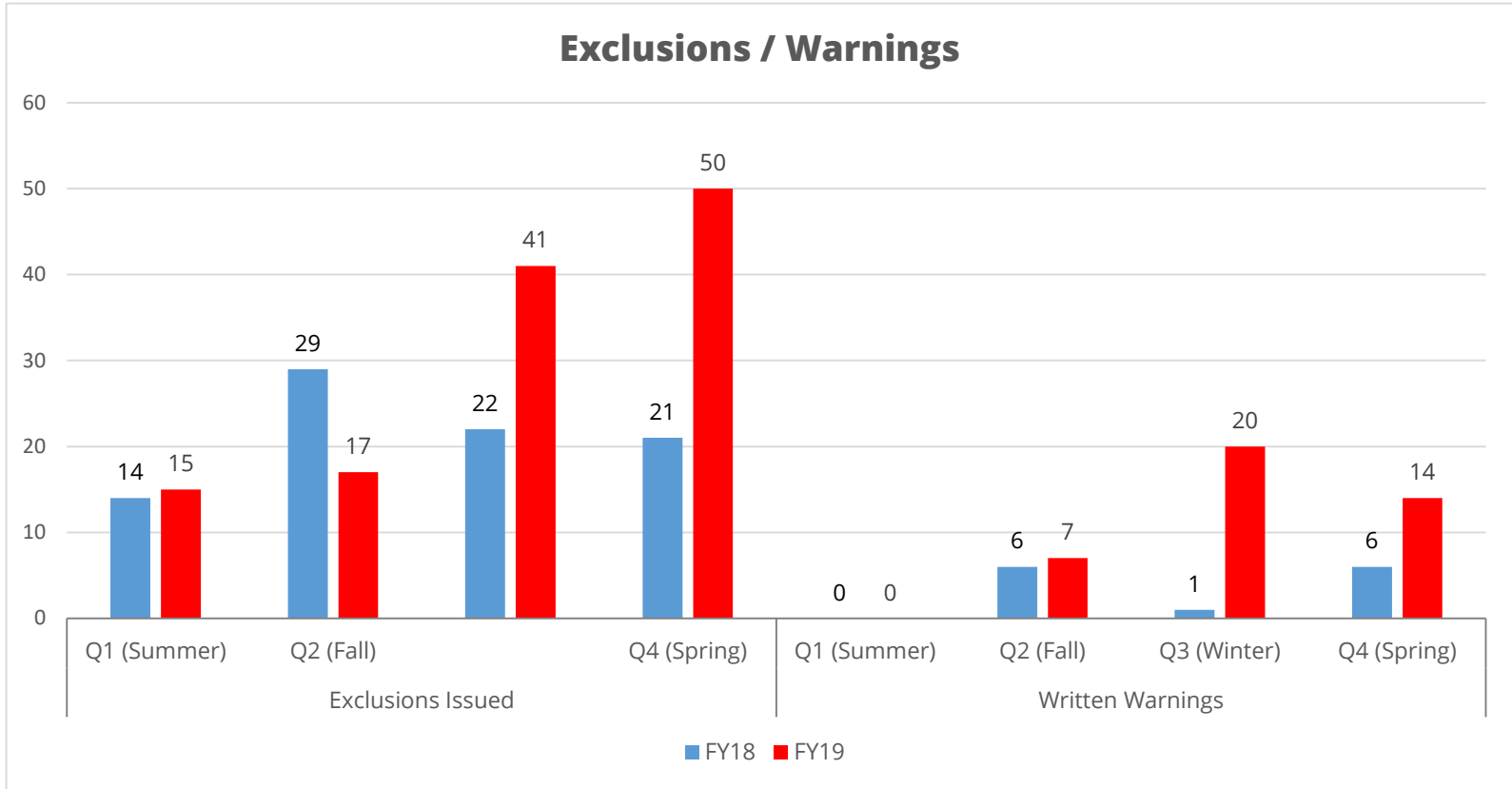
Customer Service Contacts: Assisting with route information, directions, etc.

Cherriots Customer Service staff and Transit Hosts also provide this information to riders.



Safety and security of customers and operators is our priority. A security presence deters unwanted and undesirable behavior in the system.

The drop in bus rides during the year was due to increased activity at the Downtown Transit Center. With more focus placed on the transit center, fewer security resources were available to conduct bus rides.

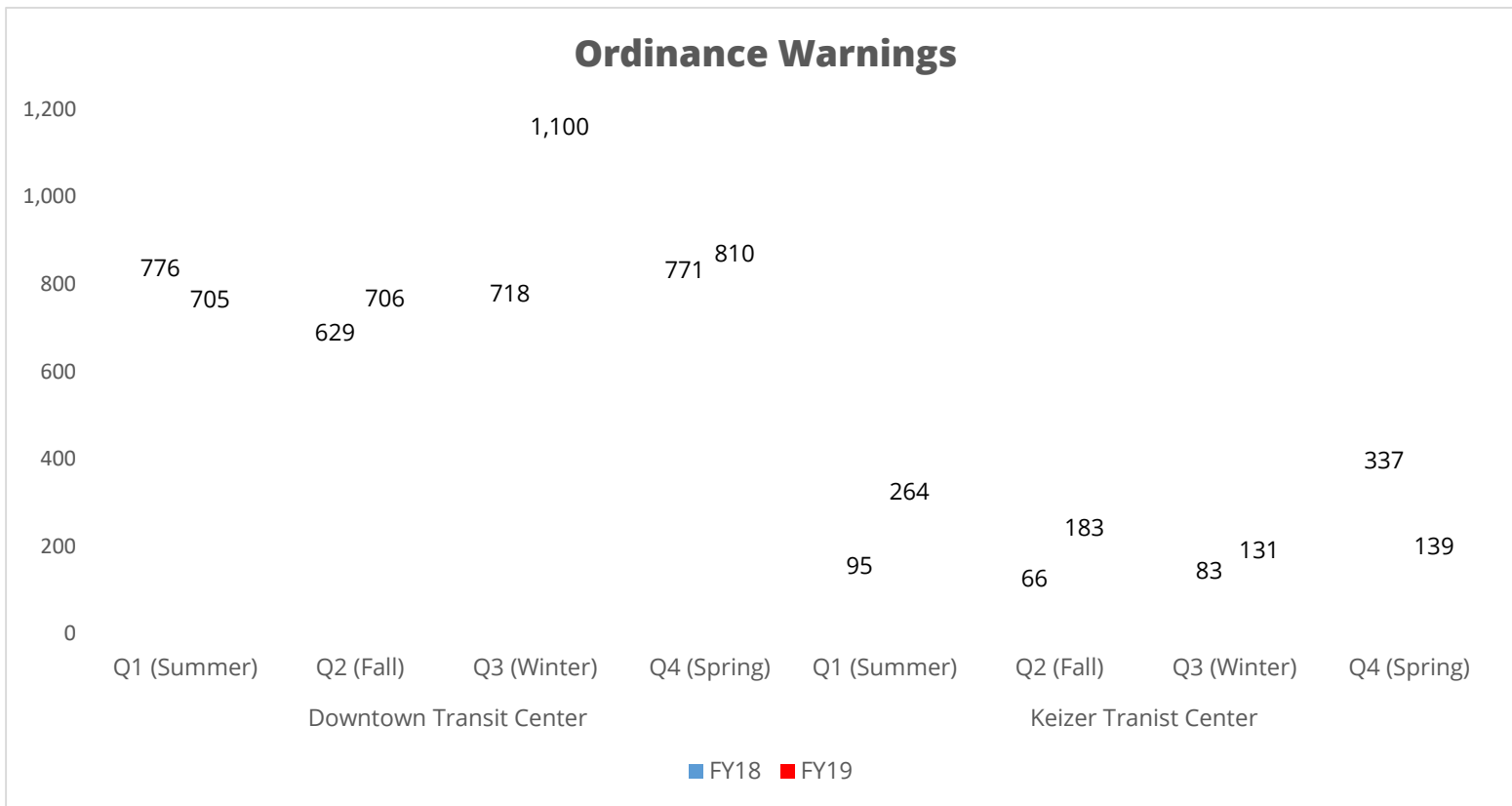


Exclusions

Disorderly Conduct (yelling, cursing, threatening),
 Trespassing, Loitering, Drug and Alcohol Violations,
 Theft, etc.

Warnings

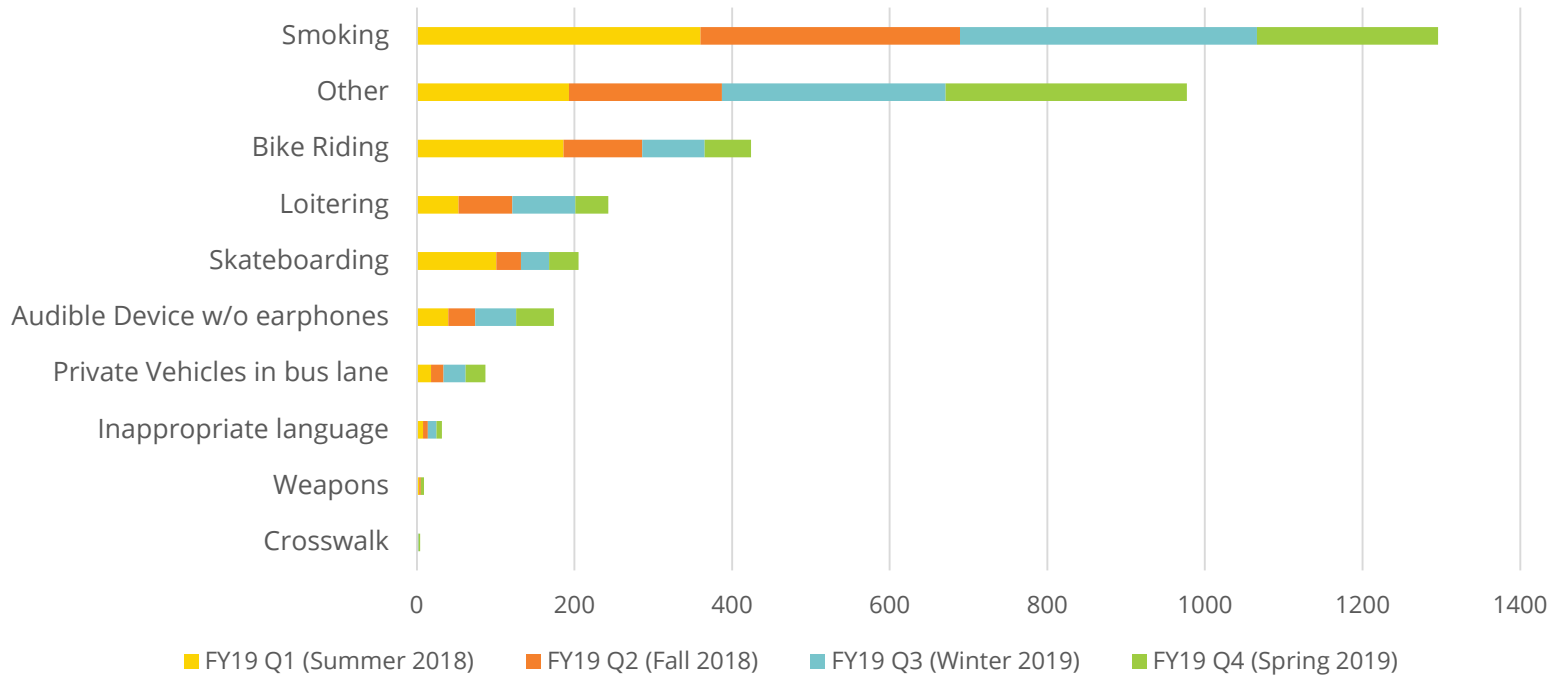
Safety Violations, Solicitation, etc.



Public education of rider behavior expectations.

Compliance for personal safety and comfort of other customers.

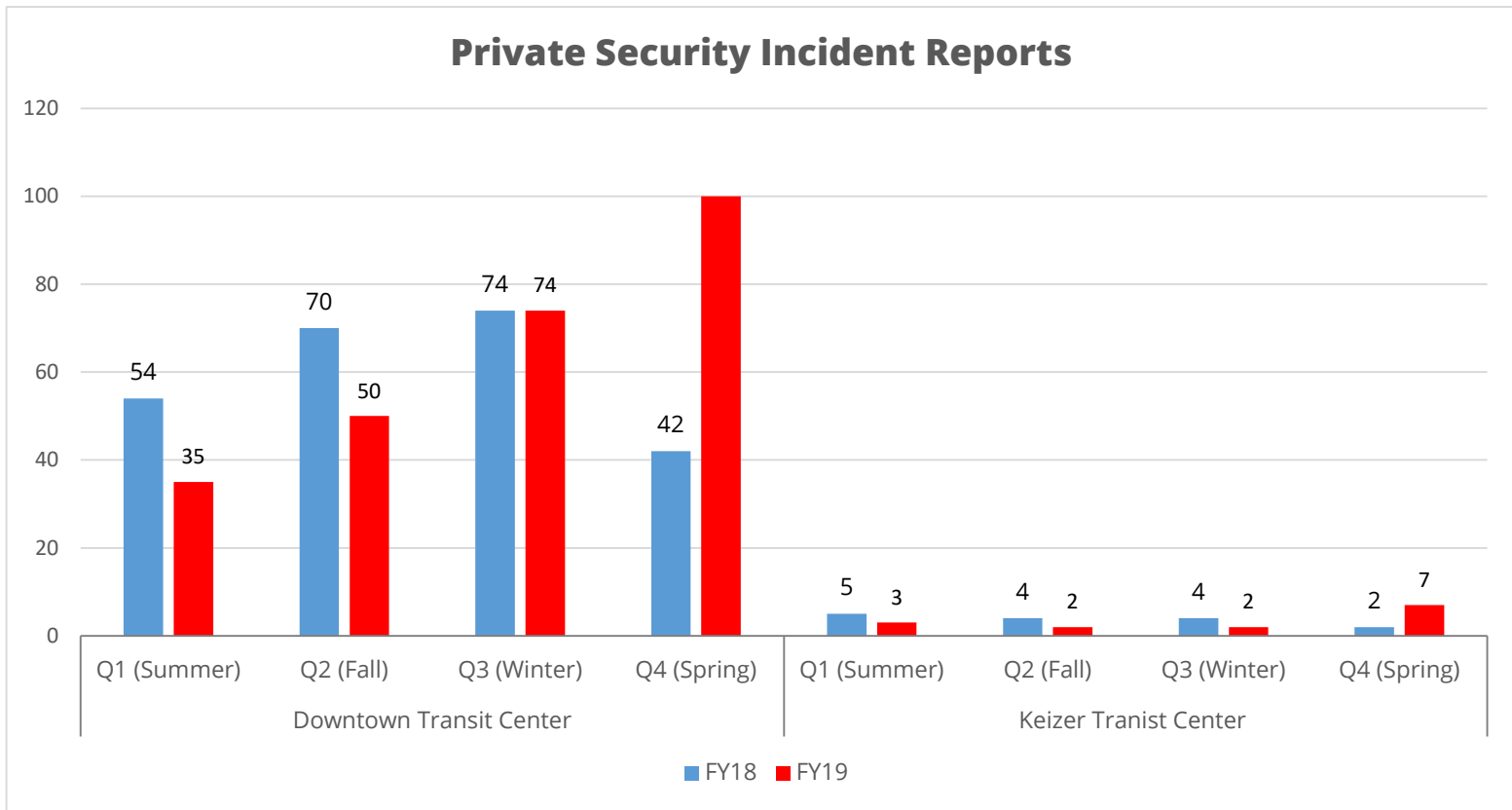
Ordinance Verbal Warnings



Smoking where prohibited and bike riding are consistently high on the list each year.

“Other” category includes: solicitation or panhandling, loud music, rough housing, spitting, etc.

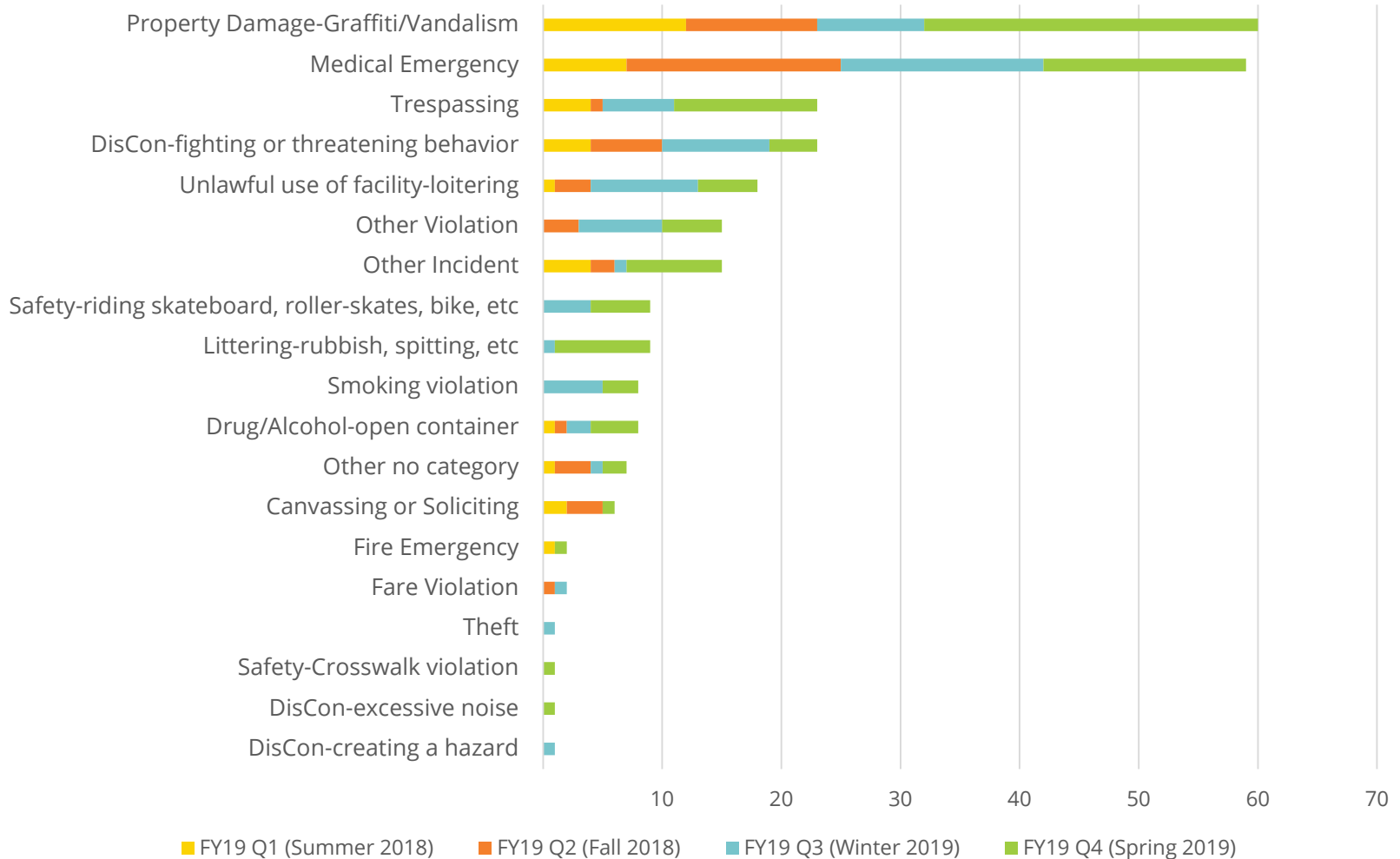




**Incident reports generated by our security services contractor only:
 Does not include Transit Operator reports
 Does not include incidents with police involvement**

Any unusual incident: Graffiti, Vandalism, Medical Aid, Disorderly Conduct, etc.

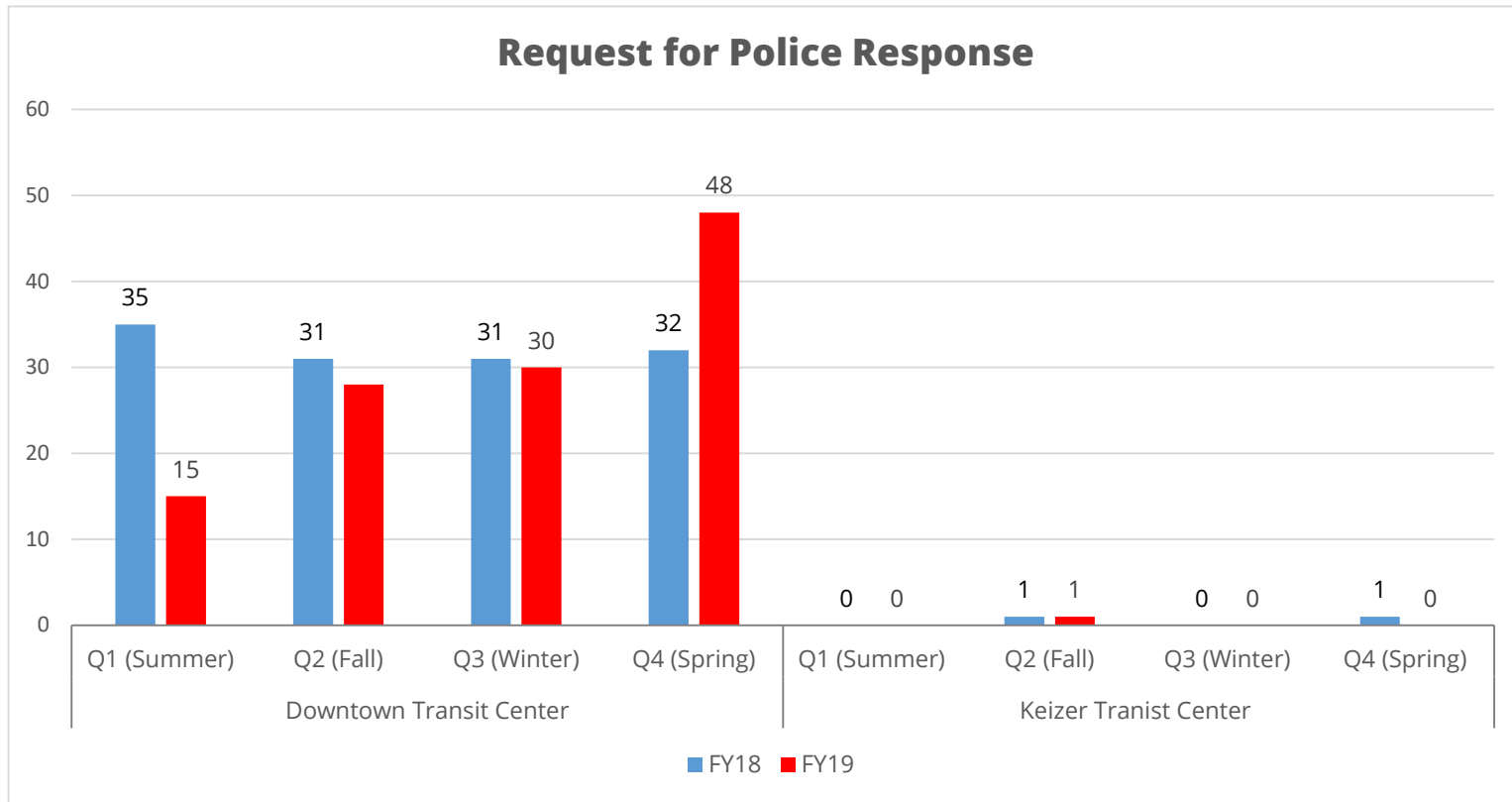
Private Security Incident Reports



MOST COMMON INCIDENTS

- **The top three types of incidents in FY18 were graffiti/vandalism, medical emergency, disorderly conduct.**
- **In FY19, the most common incidents were as follows:**
 - Graffiti/Vandalism – 60 (91 in FY18)
 - Medical Emergency – 59 (56 in FY18)
 - Trespassing – 23 (6 in FY18)
 - Disorder Conduct – 23 (21 in FY18)

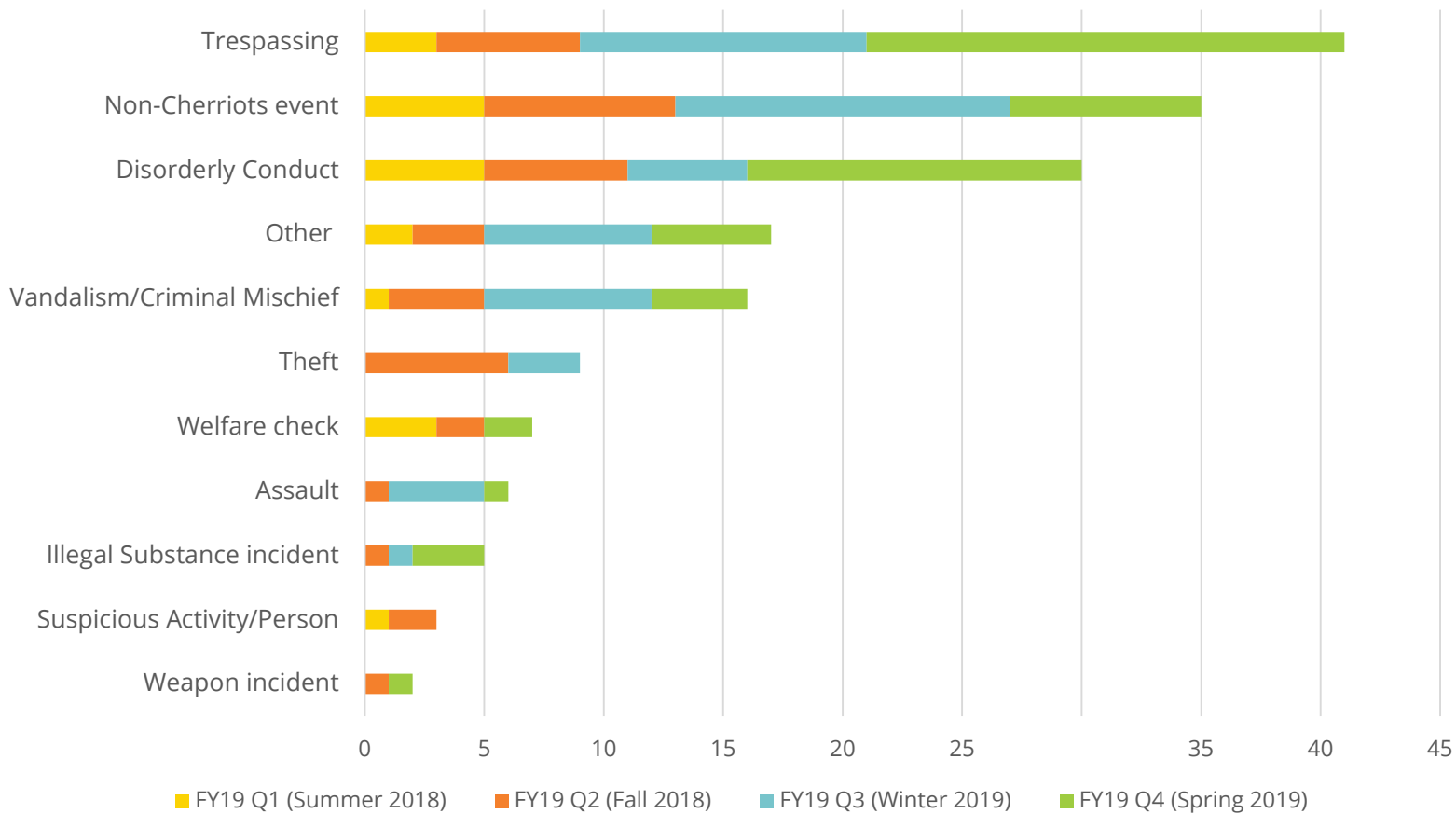




Primarily: Salem Police Department

Occasionally: Keizer Police Department, Marion County Sheriff’s Office, or other law enforcement agency

Police Activity



POLICE ACTIVITY

The most common types of activities are fairly consistent from year to year. Vandalism is also commonly high in occurrence, but not found in the top three in FY19.

- **Overall, incidents involving police have decreased slightly from 184 in FY18 to 171 in FY19:**
 - Trespassing – 41 (32 in FY18)
 - Non-Cherriots – 36 (36 in FY18)
 - Disorderly Conduct – 30 (27 in FY18)

DISORDERLY CONDUCT – UNRULY OR UNWANTED BEHAVIOR

Incidents of unruly and threatening behavior increased by one in comparison to last year, with 58 in FY18 and 59 in FY19.

Of those incidents, 19 involved assaultive behavior (physical contact made), an increase from 10 in FY18.

- 18 were between private citizens, either at the Downtown Transit Center or onboard a bus

One involved a transit operator being struck in the arm



CONTINUOUS IMPROVEMENT

- Our Customer Education Campaign will continue to increase rider awareness of behavior expectations throughout the system
- Security tools for forward facing staff to employ when in need of assistance or in the event of an emergency were installed during FY19

CONTINUOUS IMPROVEMENT

- A visitor call system was installed at our Del Webb Operations Center, which improved safety and security of staff by enabling identification of visitors prior to entry
-

- Efforts are underway to develop the scope of work for a security fence upgrade at our Del Webb Operations Center
- Staff are currently evaluating video surveillance products in the market in preparation for an all-facility camera upgrade and replacement project, to enhance protection of our property and assets



Questions?





To: Board of Directors

From: Ron Harding, Chair, Special Transportation Fund Advisory Committee
Steve Dickey, Director of Strategic Initiatives and Program Management

Thru: Allan Pollock, General Manager

Date: September 26, 2019

Subject: Recommendation to the Board for Funding FTA Section 5310 Grants for Fiscal Year 2019

ISSUE

Shall the Board approve funding of the Federal Transit Administration FY19 Section 5310 projects following the Special Transportation Fund Advisory Committee's recommendation, and direct the General Manager to submit the application for the Section 5310 grants in accordance with the recommendation?

BACKGROUND AND FINDINGS

Salem Area Mass Transit District (SAMTD) serves as the designated recipient for the Federal Transit Administration (FTA) Section 5310 funds for the Salem-Keizer urbanized area because the population is greater than 200,000, therefore classifying the urban area as a "large" urban area. The purpose of the Section 5310 grant program is to enhance the mobility of seniors and individuals with disabilities. As the designated recipient of these funds, the District conducts a selection process to determine the use of the funds, and to certify that projects were derived from the Coordinated Plan.

A public notice of this year's Section 5310 grant solicitation was published in the Statesman-Journal on July 11, 2019. The amount of the grant funds available is \$240,112. A copy of the publication can be found in **Attachment A** of this memo. English and Spanish versions of the notice were posted on the District's website during the entire application period (July 11, 2019 to August 14, 2019). Announcements were also made via social media posts, Cherriots' email list, and

through direct contacts with minority contacts list, per the District’s adopted Title VI Program.

In accordance with the District’s Section 5310 Program Management Plan (PMP) dated May 11, 2015, a Technical Advisory Committee (TAC) was formed to review and rank applications received by the August 14, 2019 deadline. The TAC consisted of all Special Transportation Fund Advisory Committee (STFAC) members, one member of the Salem Keizer Area Transportation Study (SKATS), and one member of the public.

The TAC met on September 3, 2019 to hear presentations from applicants, discuss and rank the projects, and make a recommendation to the STFAC for funding.

A primary priority of the PMP related to project selection, is to ensure the project selection process was guided by the currently adopted Coordinated Plan. In order for a Section 5310 project to be funded, it must be listed in the Coordinated Plan. Secondly, there must be coordination of projects to ensure at least 55 percent of the annual apportionment is used for “traditional” 5310 projects as defined in the FTA Circular (FTA C 9070.1G dated July 7, 2014 (“Circular”).

Of the three applications submitted, SAMTD Cherriots Mobility Management Call Center, and SAMTD Cherriots Shop and Ride Preventative Maintenance applications qualify as traditional projects. The SAMTD Cherriots Shop and Ride purchased service application qualifies as an “other” project. The applications for these projects are provided in **Attachment B** as a reference.

In forming a recommendation to the STFAC, the TAC calculated the awards amounts for each submitted application based on the estimated amount of \$240,112 and the 55/45 percent requirements of the Section 5310 fund distribution as mentioned above. The STFAC voted to accept the TAC’s recommendation as-is.

Table 1. STFAC recommendation for funding Section 5310 projects

Rank	Project	Category	Funding
1	Cherriots Shop and Ride Purchased Service	Other	\$101,425
2	Cherriots Mobility Management Call Center	Traditional	\$123,487
3	Cherriots Shop and Ride Preventative Maintenance	Traditional	\$15,200
		Total:	\$240,112

The funding distribution shown in Table 1 above satisfies the requirement for 55 percent traditional projects and 45 percent other projects based on the estimated amount of \$240,112.

FINANCIAL IMPACT

The budget for Cherriots Shop and Ride and Mobility Management has been historically entirely funded by grant funds, the majority of which come from Section 5310. With the final allocation of Section 5310 in the amount of \$240,112, the overall allocation increased by \$5,365 or 2.29% (\$240,112 in FY19 versus \$234,747 in FY18).

RECOMMENDATION

The STF Advisory Committee recommends that the Board approve funding of the FY19 Section 5310 projects following the committee's recommendation, and direct the General Manager to submit the application for the Section 5310 grants in accordance with the recommendation.

PROPOSED MOTION

I move that the Board approve funding of the FY19 Section 5310 projects as recommended by the STF Advisory Committee, and direct the General Manager to submit the application for the Section 5310 grants in accordance with the recommendation.

Copy of Publication from the Statesman Journal for the 5310(FTA) Public Notice

PUBLIC NOTICE**FUNDS AVAILABLE FOR
TRANSPORTATION
PROJECTS SERVING
SENIORS AND INDIVIDUALS
WITH DISABILITIES**

The Federal Transit Administration has announced the availability of federal fiscal year 2019 Section 5310 Formula funds (\$240,112). Salem Area Mass Transit District (SAMTD) is a designated recipient of 5310(FTA) funds for the Salem-Keizer urban area, and is responsible for soliciting for projects on an annual basis. Section 5310 funds (5310(FTA)) can be used for public transportation projects serving seniors and individuals with disabilities within the Salem-Keizer urban growth boundary only. Matching local funds are required for this grant. The match ratio is dependent on the type of project proposed. Projects must be listed in the Cherriots "Coordinated Public Transit - Human Services Transportation Plan" dated March 2019. A link to this document can be found at Cherriots.org/grants, and a list of eligible projects can be found in the tables of Chapter 6, beginning on p. 54.

During two public meetings, a Technical Advisory Committee (TAC) will review and rank applications for 5310 dollars, and the Special Transportation Fund Advisory Committee (STFAC) will review grant proposals and make a project priority ranking recommendation to the SAMTD Board. There will be time for public testimony at the TAC and STFAC meetings. Full details of the process including applications, instructions, and dates/times of the public meetings will be available at Cherriots.org/grants beginning July 11, 2019.

Please refer to the corresponding grant application instructions for all of the eligibility requirements for organizations and projects.

A grant training session will be held to assist in the application process on Thursday, July 18, 2019, 3:00-4:30pm at the Cherriots Administration Office, 555 Court St NE, Suite 5230, Salem, OR 97301. New applicants are encouraged to attend.

Any organization interested in submitting a proposal should contact Ted Stonecliffe, SAMTD, 555 Court St NE, Suite 5230, Salem, OR 97301, phone 503-588-2424, e-mail ted.stonecliffe@cherriots.org for details. Applications must be received by 5:00 p.m., August 14, 2019 to be considered.

Si desea una copia de este aviso público en español, por favor visite el sitio web a partir del 11 de julio 2018 (<http://cherriots.org/grants>) o por teléfono: 503-588-2424.

Statesman Journal
July 11, 2019

Salem Area Mass Transit District
Special Transportation Fund Advisory Committee
TUESDAY, SEPTEMBER 3, 2019
Courthouse Square – Senator Hearing Room
555 Court St NE, Salem, Oregon 97301

Ron Harding called the meeting to order at 3:05 p.m. with a quorum present.

MEMBERS PRESENT:

Ron Harding, Chair; John Hammill, Vice Chair; Bryant Baird; Jean Sherbeck; Sherena Meagher-Osteen; Emily Broussard

MEMBERS ABSENT: Victor Reppeto; Marja Byers; Beth Jackson

STAFF:

Ted Stonecliffe, Transit Planner II; Chris French, Senior Planner; Steve Dickey, Director of Strategic Initiatives and Program Management; SueAnn Coffin, Contracted Services Manager; Melissa Kidd, Operations Programs Administrator; Trish Bunsen, Grant Administrator; Jolynn Franke, Transit Planner I; Cory Horton, Administrative Assistant, Strategic Initiatives and Program Management & Finance and Technology

SAMTD BOARD LIAISON:

None

PROVIDERS:

Kathleen McClaskey, Woodburn Transit; Tim Williams, MV Transportation;

GUESTS: Arla Miller, Regional Transit Coordinator, ODOT Rail and Public Transit

B. PUBLIC COMMENT [Ron Harding]: None

C. APPROVAL OF MEETING MINUTES – May 7, 2019 [Ron Harding]:

John Hammill motioned for the May 7, 2019 Special Transportation Fund Advisory Committee (STFAC) minutes to be accepted by the STFAC as written. Sherena Meagher-Osteen seconded the motion. The motion passed unanimously among voting members.

D. ANNOUNCEMENTS:

1. New Cherriots Administrative Assistant [Ted Stonecliffe]: Ted

introduced Cory Horton as the new Administrative Assistant at Cherriots, assisting Strategic Initiatives & Program Management and Finance & Technology.

E. ACTION ITEMS [Ron Harding]:

- 1. Receive recommendation from the Technical Advisory Committee (TAC) regarding the 2019 Section 5310(FTA) grant applications and form a formal recommendation for funding to the Cherriots Board of Directors.**

The TAC recommendation is to move forward with the applications as presented. John Hammill stated that this should be put in a formal motion. **John motioned that the Special Transportation Fund Advisory Committee (STFAC) advise the Cherriots Board of Directors to fully fund the three grant requests as submitted. Emily Broussard seconded the motion. The motion passed unanimously among voting members.**

F. DISCUSSION ITEMS:

The impact is that the individual committees for the STF program and for the STIF will not look the same as they do today. What that looks like in the future is yet to be determined. As a result, staff have looked at the upcoming schedules for both STF and STIF committee meetings and for committee member replacement. There are two changes that are in the best interest until a better understanding is gained of which way the mergers are going to go. First, regularly scheduled monthly meetings of the

STFAC will not continue to occur. Meetings will take place on an as needed basis to keep committee members up to date on what those changes will be. Until then, staff don't have any information to share. There may be a meeting in November because there will potentially be information to share at that time, but there will not be a meeting in October. The other change is replacement of membership. Second, there are three STFAC positions with terms coming up at the end of this calendar year. Those positions will not be refilled immediately because the STFAC will have enough members to maintain the minimum of five as required by the state statute. If it looks like the STFAC needs to maintain a committee function for a longer period than what is currently being anticipated, staff would look then to begin to fill those positions on a shorter term. Staff felt bringing people on for only a few months for membership only then to be changed, seemed like not a good use of people's time. Another change is that Steve Dickey is now overseeing the current STF and STIF programs and whatever comes out of this process. Ted confirms that Emily, Sherena, and Victor's current terms are ending as of December 31, 2019.

Ron stated that he is curious because he serves on the STIF committee. There were a lot of applications for new service. Will there be enough funding to fund both the expected new services plus the STF? Steve stated that how the funding will be combined is yet to be determined, however the funding stream for STF will not stop, other than the \$10M of general fund that has been replaced from the STIF program. The funding stream will not stop from STIF either, it's how it will come together into one program, the application process, the governance structure, all of that is yet to be determined.

Ron asked if the statewide committee working on merging the two programs will recommend how we staff our local committee or if that will happen through the board. Steve indicated that the statewide committee will work on language to present to legislature that will cover all of those things, the makeup of committees, the model of how funding is sent through, the formulas used to allocated funding. For instance, the STF allocates the funding using a population based formula, where the STIF program allocates based on revenues collected from employment taxes. Also what the funding can be used for, protected percentages for seniors

and disabled or not, all of that is yet to be determined. That is where the statewide committee will put together recommended language.

Steve asked Arla Miller to share further information. Arla is the Regional Transit Coordinator for ODOT Rail and Transit division. Arla stated that the funding that was originally expected to come in for the STIF program was a very conservative amount. ODOT found there was a high percentage of people sending money in, which resulted in a surplus. ODOT used this surplus along with remaining STIF Discretionary dollars to replace the \$10 million historically contributed by the state general fund in order to fully fund the STF program. Steve added that it's more the complexity of taking two programs with similarities but also distinct differences and putting them together to accomplish what they were intended to do in a manner that can be easily managed. Steve will be surprised if there still isn't an advisory committee that handles this and an application process that will look similar to what we're doing today, but in one committee and process instead of two. Some questions that remain are: What will the makeup of the two committees look like in the new committee? How will the funding be used for STF versus STIF? When you put both monies into one pot, will there be protections for each source of funds, or will it be at the discretion of the agencies to determine distribution of the funds? Those are the types of questions that will have to be answered.

John asked, will funding still be directed to the same funding agencies it is now? For instance, the Salem Area Mass Transit District is the funding agency for special funds in Marion and Polk counties, but there is no guarantee that will still be the case. Steve stated that once the statute is opened, everything can be evaluated. There are people that will view it differently, it is all yet to be determined.

Sherena asked how they plan to meet statute rules regarding Committee makeup. Steve said they will rewrite the statutes. There is statutory language that governs the STF program, which covers how the money is collected and allocated, the makeup of the committees, the frequency of meetings, why they meet, etc. The same applies to the STIF. What they're telling this statewide committee is to take both of those, combine them into one program and still meet the needs of both. Sherena asked how

they will hear voices from both entities. Ron and Steve shared that all statewide committee meetings are public meetings, so voices can be heard.

John stated that there is a big question mark in the future. For this recommendation, will that wrap up our activity through spring and maybe into fall? Steve stated that we have one more process. Applications will come out in late September/early October and are due in January. The process will go through the spring. Trish Bunsen, Cheriots Grants Administrator, stated there will be one more annual 5310 process like we are doing today. So there will be a couple more funding processes that will be reviewed by the STFAC as it is operating today while this merger process takes place. This will have to be taken to the legislature, the short session is 45 days from approximately February 1 through mid-March. The statewide committee will probably not be done by that time.

Jean Sherbeck requested the name of this statewide committee. Steve said there is a special webpage on the ODOT website for the merger per Trish Bunsen, with the public meeting notice and agenda packet. Steve stated that staff will get this information and send it out to the STFAC members. Arla stated this process should be wrapped up in two months to get ready for the short session.

Ron asked how it makes a difference if we reappoint the members that are currently here or not since we're all short timers given the upcoming changes. Steve stated that some are not eligible to move forward due to term limits.

Ron shared a concern. It seems the history of how STF money used to be allocated looks like it was a makeup of local representatives at one point, and over time that makeup changed into the STFAC. Members are from a lot of those rural areas that the STFAC talks about funding. We don't know what we'll get from the new merged committee in terms of representatives, it's all up in the air. Ron is concerned about the effort to protect those rural

services. Can we find that motivation and effort with the future merged committee? Sherena adds that she shares the same concerns regarding hearing the voices of those that represent the actual communities.

John stated STIF voices are based on revenue, which means they'll be focused on metropolitan areas. Where will the voice of small town areas fall? Steve stated that this concern is part of this process.

Emily asked, for those whose term is up, do we come to the November STFAC meeting? Steve stated that yes, all should come to the November meeting as terms are not up until the end of December.

2. Provider Updates:

- Kathy McClaskey of Woodburn Transit shared they started their express route which seems to be picking up. They now have a 30 minute fixed route, which only goes to the most frequented stops, people are catching on quite well. They are also starting weekend service this weekend. Kathy heard three calls this morning in the office about it, receiving lots of calls from people wanting to go to church, medical appointments, etc. It looks like the weekend service is really going to take off. Woodburn Transit is still looking for drivers. They are also receiving a lot of calls regarding the new schedule for Cherriots Regional.
- SueAnn Coffin, Cherriots Contracted Services Manager, shared that they start late night service tonight for Cherriots LIFT and Regional. This week already they have late night requests for trips after 9:00 p.m.; tomorrow night is the only night they don't have a request. Friday they have their first 11:00 p.m. pick up for a ride home. Twenty trips are booked for this Saturday already. She is excited to see how this goes and believes ridership will expand as word spreads and people start using the service. Steve added that today is also the first day of later evening service for Cherriots Local buses.

3. Round Table Topics:

- John Hammill requested information for this Saturday's celebration. Jolynn Franke shared the following details: The event is this Saturday

from 10:00 a.m. to 4:00 p.m. at the Downtown Transit Center, on the north end of the block along Chemeketa Street. There will be food trucks, a stage set up for keynote speakers, Caesar the No Drama Llama, the customer education campaign, Travel Training, Trip Choice, and general Cherriots information tables. Staff will be on hand to answer questions. A bus will be parked in an empty bay to explore and go for rides. Staff will be wearing blue t-shirts with the Cherriots logo and "Saturday's Alright For Riding" slogan on the back. Saturdays are fare free for the month of September, including Cherriots LIFT and Regional services. The formal ceremony starts at 12:00 p.m.

- John Hammill mentioned that on the news last night, he heard how hard it is to find drivers. Possibly due to funding that is coming into effect and adding services, but also how statewide ridership is down in some services. TriMet commuter service was mentioned. Cherriots ridership has been down over the last 5 years. Is this something of great concern? Steve stated we have been seeing that come back up. Ted stated that we've recently seen a 10% increase of ridership on local routes, mostly because of the youth fare price cut. Youth from 6-18 years old can have a day pass for only \$1.00 on Local routes, opening up a lot of opportunity. The youth fare for a 30-day pass is just \$10.00 for Local routes. Steve added that this is part of the STIF program requirements to have something benefiting grades 9 - 12, but also benefiting low income populations. While Cherriots couldn't afford to do a free full fare pass for low income families, by reducing the children's cost that will help the family as well.
- Sherena asked how does the amount of violence that TriMet riders have experienced play into that loss of ridership. Steve stated he doesn't think it's a big factor. When you look at the numbers, while those acts of violence are terrible and should never happen, they are a very tiny percentage of the overall ridership. TriMet's ridership is over 100 million trips per year, the media only grabs the negative instances which are a very small percentage. Kathleen added that violence hasn't been a topic for them, however Immigration and Customs Enforcement (ICE) has had greatest effect on overall

ridership. When ICE does their sweep, no one rides or gets out in Woodburn. Woodburn Transit is starting to see that now. Most of their riders ride every day, the drivers know them, and they know the drivers, so that helps with the violence issues.

- Members with expiring terms of appointments will be discussed at the November meeting.

G. ADJOURN: The meeting adjourned at 3:45 p.m.

Recorded by: Cory Horton, Administrative Assistant, Strategic Initiatives and Program Management & Finance and Technology

NEXT MEETING:

To Be Determined (Likely in November, 2019)

Courthouse Square Building, Senator Hearing

Room 555 Court St NE, Salem, OR 97301

Special Transportation Fund Advisory Committee
Technical Advisory Committee Meeting
TUESDAY, SEPTEMBER 3, 2019
Courthouse Square – Senator Hearing Room

A. CALL TO ORDER & INTRODUCTIONS:

Ron Harding called the meeting to order at 2:05 p.m. with a quorum present.

MEMBERS PRESENT:

Ron Harding, Special Transportation Fund Advisory Committee (STFAC) Chair; John Hammill, STFAC Vice Chair; Bryant Baird, STFAC member; Jean Sherbeck, STFAC member; Sherena Meagher-Osteen, STFAC member; Emily Broussard, STFAC member; Karen Odenthal, staff at the Mid-Willamette Valley Council of Governments and member of the public; Earlene Naylor, Salem Health in Polk County and member of the public.

MEMBERS ABSENT: Victor Reppeto, STFAC member; Marja Byers, STFAC member; Beth Jackson, STFAC member

STAFF:

Ted Stonecliffe, Transit Planner II

Chris French, Senior Planner

Steve Dickey, Director of Strategic Initiatives and Program Management

SueAnn Coffin, Contracted Services Manager

Melissa Kidd, Operations Programs Administrator

Trish Bunsen, Grants Administrator

Jolynn Franke, Transit Planner I

Cory Horton, Administrative Assistant, Strategic Initiatives and Program Management & Finance and Technology

SAMTD BOARD LIASION: None

APPLICATION PRESENTERS: Melissa Kidd, Operations Programs Administrator, Cherriots

GUESTS: None

B. PUBLIC COMMENT: None

C. SCHEDULE REVIEW – Ron Harding:

Ron Harding reviewed the Technical Advisory Committee (TAC) meeting schedule and agenda.

Karen Odenthal asked if there is a time on the agenda where the Committee members can discuss the process that was used last time, what happened, and how that might affect the decision this time. Ron stated that the Committee will cover that before the presentations. Steve Dickey stated that staff is aware that there were topics of concern in the last process and that there are items that need to be addressed. Staff will get into this in more detail in the Special Transportation Fund Advisory Committee (STFAC) meeting following this TAC meeting. The overview is that Legislature has directed the two programs, the Statewide Transportation Improvement Fund (STIF) and the Special Transportation Fund (STF), to merge into one program. That will impact the process and systems going forward.

D. REVIEW SECTIONS OF THE COORDINATED PLAN – Ted Stonecliffe:

Ted Stonecliffe referenced sections of the Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan) to be reviewed by the members. The purpose of the Coordinated Plan is to assist with the decision making process. In order for a project to be eligible for funding, it must be listed in the current version of the adopted Coordinated Plan. Ted indicated that changes have been made to various items within the Coordinated Plan, including names of the programs and demographic mapping. As a reminder, whenever this Committee is thinking about grant funding, the priorities for the District are determined in the Coordinated Plan. The section provided to members for this meeting is Chapter 5, pages 48 through 53. The priorities that are listed here are in concert with the Special Transportation Fund (STF) and Section 5310 programs. Copies were provided to voting TAC members in their three-ring notebooks.

E. REVIEW PURPOSE & INTENT OF 5310(FTA) PROGRAM – Ted Stonecliffe:

Ted Stonecliffe referenced the Purpose and Intent of the 5310 and Special Transportation Fund (STF) programs published in the ODOT STF Guidebook. The Purpose and Intent section of the guidebook provides guidance on eligible projects. All applications received fall within the eligibility requirements listed in the Purpose and Intent document. These documents are to be used as

resources to guide TAC members in the application ranking process. Ted added that the goal of the 5310(FTA) program is to improve mobility for seniors and individuals with disabilities. The 5310(FTA) program is specifically for the Salem-Keizer urbanized area, there are no rural projects being considered. This funding program also has categories called “traditional” and “other”. Each project will be defined in one of these two categories. Once the presentations are complete, members can distinguish which of the three projects are considered “traditional” and which are considered “other”. This is significant because there is a provision stating that 55% of the grant has to go towards “traditional” projects and 45% can be spent on “other” projects, which is a federal requirement that goes along with this particular grant.

Karen stated that where the question came about last time was the priorities. It was as if they were mandated and that members could not determine the priority order. Therefore, the Committee’s recommendation was overturned last time based on this order of priority. She asked if this is set in stone and they cannot change priorities based on new information. Ted stated that the priorities are listed in priority order in the document. The Committee cannot change those because that would require a larger public process to update the document. That said, the recommendation of the Committee is the recommendation of the Committee. The Board of Directors is responsible for determining if it is in line with the Coordinated Plan. Ron stated that the hang up for him was that members had a plan with a list of priorities, but it wasn’t communicated to him that they were in order of priority. Karen stated that the document does state they are in descending order of importance. Ted referenced Page 49 in Section 5.1, this is where the debate took place. If you look at Appendix A of the document which includes the summary of stakeholder workshops, it is very clear that they were listed in priority order. Steve stated that because the Coordinated Plan and the Purpose and Intent documents are written in relation to the current structure, there will need to be a complete overhaul of both documents due to the combining of STF and STIF programs. In that process would be the opportunity to address the concern that new projects cannot be funded before existing projects and any other concerns there may be. The State has put together a Statewide Committee to draft the language that will be considered in the short session coming up for this merger process. That was a directive that came out of the last session that they are to have this completed and ready for short session.

Their process should be wrapped up near the end of October.

John Hammill stated that it would have been helpful last spring and may be helpful for the future to clearly state that the priorities the Committee is required to use are from the statutes that created the STF program. If that had been made clearer, the priority issue would likely not have come up.

Emily Broussard asked for clarification that when members are making today's decisions, they have to use the 55/45 rule. Ted stated that yes, members will use that rule due to the Federal requirements for this particular grant process.

F. PRESENTATIONS AND QUESTIONS/ANSWER PERIOD:

Salem Area Mass Transit District (Cherriots) is applying for funding to support three projects – Cherriots Shop and Ride Purchased Service, Cherriots Shop and Ride Preventative Maintenance, and Cherriots Mobility Management Call Center. This presentation is for the Cherriots FTA 5310 FY20 Grant Application.

Cherriots Shop and Ride Purchased Service: The Shop and Ride Purchased Service is for seniors and individuals with disabilities. There is no application process and individuals are self-selected. There are two types of services for the Shop and Ride. The first is the Shopper Shuttle which is \$1.25 per time the bus is boarded which takes riders shopping at designated store locations based on geographic regions and operates Tuesday through Friday with AM and PM pickups. The other type of service is the Dial-a-Ride, which is \$3.20 per time the bus is boarded, which takes riders to any destination within the urban growth boundary that they choose, and operates Monday through Friday from 8:00 a.m. to 5:00 p.m. It is important to note that the Cherriots Shop and Ride does not overlap any other transportation service available within the urban growth boundary of Salem-Keizer. Cherriots Shop and Ride is a vital part of the complete transit network. It increases availability of transportation options resulting and fulfilling an unmet need for transportation specific to seniors and individuals with disabilities, providing more independence and access to the community therefore resulting in increased socialization and health. The store locations are Fred Meyer and Walmart, which were selected with one-stop shopping opportunities in mind that have a bank, non-food, food, and a

pharmacy, with approximately 75 minutes for shopping. Operators can and do assist riders with groceries to ensure they are able to access the transportation service. Operators can help take up to four standard sized grocery bags to their door. They never enter a residence, but can place the bags inside of the door as long as line of sight to the bus is still there for the operator. The goal of this is to eliminate any barriers that would be present for those unable to carry groceries themselves. In FY18, there were 9,983 trips compared to 9,572 in FY19, resulting in 411 less annual trips. This ridership number does not represent ridership potential in FY19. This is due to denying trip requests based on capacity constraints with the limited revenue hours available within the grant budget. Recently Cherriots right sized the revenue hours of service to fit within the grant. Staff does expect purchased service cost will increase in FY20 due in large part to purchased service cost increase per revenue hour. The total annual cost for Shop and Ride Purchased Service is \$299,784. The grant ask is \$101,425. Without this funding, Cherriots will be unable to provide this transportation service.

Cherriots Shop & Ride Preventative Maintenance: Preventative Maintenance proactively protects the Shop and Ride buses to avoid unexpected breakdowns while providing vital service to seniors and individuals with disabilities, saving time and money by predicting repairs before they are a problem, ensuring safe and reliable transportation. All preventative maintenance is provided by Cherriots maintenance staff. FY19 preventative maintenance costs show a slight reduction. This is a result of the utilization of two Shop and Ride buses due to right sizing of revenue hours within the grant, resulting in less vehicles used and a reduction of ridership. The total annual cost of the Preventative Maintenance is \$19,000. The grant ask is \$15,200. Without this funding, Cherriots will be unable to provide this transportation service.

Cherriots Mobility Management Call Center: The Mobility Management Call Center funds a portion of the operation of the call center for Cherriots Shop and Ride, LIFT, and the Polk County Flex (PCF). The Call Center schedules requested trips on all three of these services, ensuring transportation services are not duplicated within the area. The Call Center provides a centralized location to coordinate services throughout the region by referring callers to other providers and other transportation providers, outside of the Cherriots service area, providing a cost savings overall versus operating each service

individually. This is essential for providing resources to seniors and individuals with disabilities who may have little or no knowledge of transportation options available within the Salem-Keizer urban growth boundary, as well as the surrounding rural communities. Cherriots has new hours of operation for the Call Center, which are Monday through Friday from 6:00 a.m. to 6:00 p.m., and Saturday and Sunday from 8:00 a.m. to 4:00 p.m. There is also the ability to reserve trips up to two weeks in advance on Cherriots LIFT and Shop and Ride. The costs for the Call Center are based on call volume rate. There were 6,899 Shop and Ride calls, and 30,743 LIFT calls received in FY19, resulting in a fairly steady number of Shop and Ride and LIFT calls from one year to another on both of the transportation services. The total annual cost for the Mobility Management Call Center is \$977,606. The Grant ask is \$123,487. Without this funding, Cherriots will be unable to provide a community resource and coordination service for seniors and individuals with disabilities. Additionally, the cost to run the Call Center would increase for Cherriots LIFT and the PCF.

In conclusion, Cherriots Shop and Ride is a much needed transportation service that fills the gap between Cherriots local services and Cherriots LIFT services, specifically for seniors and individuals with disabilities that no other transportation service available provides. Cherriots Shop and Ride connects riders to their individual communities as well as vital services such as Doctors appointments, counseling, human and social service appointments, physical therapy, senior activities, prescriptions, and social gatherings. The total annual cost for the three projects \$1,296,390. The total grant ask for all three is \$240,112. Revenue hours have already been reduced in order to meet grant funds. If grant funds are reduced additionally, more right sizing of the transportation revenue hours to fit within the grant budget will occur, further restricting seniors and individuals with disabilities access to their community and vital services.

Questions:

Emily Broussard requested the new Call Center hours be repeated. Melissa stated the new Call Center hours are Monday through Friday from 6:00 a.m. to 6:00 p.m. and Saturday through Sunday from 8:00 a.m. to 4:00 p.m. Shop and Ride Shopper Shuttle hours are now Tuesday through Friday as Monday service was removed due to very low ridership and the high cost of providing

the service for only a couple of people on Mondays. These changes became effective June 3, 2019.

Karen Odenthal asked how many people are on an average trip for the Shop and Ride service. Melissa stated that it depends on the region served. From her personal experience, the Shopper Shuttle in South Salem is often packed to capacity, versus Keizer or West Salem where ridership has been lower. The Dial-a-Ride is more individualized, because riders get to choose the location they're going to and not everyone wants to go at that time. It is potentially a shared ride but not always.

Karen Odenthal asked for clarification on Shop and Ride boarding numbers. Melissa stated that people pay per trip; to the location is \$1.25, and from the location is \$1.25. She asked whether most people ride round trip and the number of boardings therefore does not reflect the number of riders. Melissa stated that not always, it depends on the traveler. Sometimes riders will receive a ride home from a friend or family member, sometimes they will take the Shop and Ride for their return trip.

Sherena Meagher-Osteen asked if prices are going up. Melissa stated no, they will not go up and are not planned to.

Emily Broussard asked for clarification on the 4% decrease in ridership. Melissa stated that was taken looking at FY18 and FY19. In FY19, staff realized that they were over on grant budget, so they had to right size. This means that service hours, ridership, and the locations were all reviewed and revised. The District reduced how many revenue hours per day that would be provided. Ted Stonecliffe clarified that most of the decrease in ridership was due to a cut in hours on the Dial-a-Ride, now ending at 6:00 p.m. instead of ending at 5:00 p.m. The difference between Cherriots LIFT and the Shop and Ride service is the application process. There is a three step application process for LIFT whereas there is no application for Shop and Ride. Shop and Ride provides a safety net for those that may be waiting for the LIFT application process to be finalized, don't want to use it, or don't qualify.

of funds and the dollar amounts. Federal resources are \$155,236. Those are other federal grants that are being used, perhaps by ODOT 5310. Karen asked if Cherriots will get funds elsewhere. Melissa stated that no, not necessarily, Cherriots would potentially need to reduce service. Steve Dickey added that there is another distinct difference between Cherriots Shop and Ride and LIFT. Shop and Ride is based on the capacity that Cherriots can afford to provide based on the funding received which provides the ability to deny trips. Under the LIFT Program, Cherriots is not able to deny trips. So funding must go towards that program to ensure that there is always a LIFT vehicle for those that are eligible to receive that during the hours of operation of the fixed route service. The question as far as the amount of funding needed for Shop and Ride in order to meet the need is yet to be determined. It is unknown what the saturation point of that need is.

G. REVIEW AND RANK APPLICATIONS

While reviewing the applications the TAC members considered the following:

- Ted provided additional detail regarding the 55/45 split referenced previously. Ted explained that there are three applications to consider. Purchased Service, Mobility Management Call Center, and Preventative Maintenance. Purchased Service is considered an “other” project. Mobility Management Call Center and Preventative Maintenance are considered “traditional” projects. Steve shared that the 55/45 split is mandated under the program rules and has to be a minimum 55% “traditional” that receives the funding, as long as a maximum of 45% of the funds are allocated to the remainder of what would be classified under the federal definitions as “non-traditional”. Ron added that there is no formula based on that that changes this award. Ted referred to a spreadsheet that details out the allocations. This spreadsheet shows Purchased Service as non-traditional at 42% of the total, which is \$240,112. The other two are traditional, and sum up to about 57%.
- The members discussed that based on the above rules, there are no other allocations that would meet the requirements outside of the scenario detailed out for them on the worksheet.

H. MAKE RECOMMENDATION TO STF ADVISORY COMMITTEE:

As a result of the above discussion, John Hammill motioned to recommend funding of all three grant applications as requested. Jean

Sherbeck seconded the motion. The motion passed unanimously among voting members.

I. ADJOURN: The meeting adjourned at 2:49 p.m.

Recorded by: Cory Horton, Administrative Assistant, Strategic Initiatives and Program Management & Finance and Technology

DRAFT



BOARD MEETING MEMO

Agenda Item G.3

To: Board of Directors

From: Al McCoy, Chief Financial Officer

Thru: Allan Pollock, General Manager

Date: September 26, 2019

Subject: Adoption of Resolution #2019-08, Amendment of FY2019-2020 Budget

ISSUE

Shall the Board adopt Resolution #2019-08 that amends Resolution #2019-05 approved June 27, 2019, in order to transfer funds between appropriated categories in the FY2019-2020 Budget to reflect reorganization actions subsequent to budget adoption?

BACKGROUND AND FINDINGS

In accordance with Oregon State Budget Law, the FY2019-20 Budget was adopted last June at the Division and Fund level. Per ORS 294.463, appropriations can be transferred within a fund or between funds during the fiscal year by the authorization of the governing body through resolution.

The following table shows the recommended appropriation transfers within the General Fund to reflect the new organization structure.

General Fund	Existing	Change	Amended
General Manager/Board/Sl	\$632,987	\$241,686	\$874,673
Administration	\$898,065	\$0	\$898,065
Finance and Technology	1,439,427	\$1,482,451	\$2,921,878
Communication	\$2,021,238	\$250,000	\$2,271,238
Transportation Development	\$2,722,071	\$(2,722,071)	\$0
Operations	\$22,327,853	\$747,934	\$23,075,787
General Administration	1,170,787	\$0	\$1,170,787
Contingency	\$1,500,000	\$0	\$1,500,000
Total Appropriations	\$32,712,428	\$0	\$32,712,428

The following table shows the recommended appropriation transfers within the Capital Projects Fund to reflect the new divisional responsibility for projects.

Capital Projects Fund	Existing	Change	Amended
Finance and Technology	\$310,000	\$588,740	\$898,740
Transportation Development	\$6,666,071	\$(6,666,071)	\$0
General Manager/Board/SI	\$0	\$6,077,331	\$6,077,331
Operations	\$9,442,463	\$0	\$9,442,463
Total Appropriations	\$16,418,534	\$0	\$16,418,534

The following table shows the recommended appropriation transfers within the Transportation Programs Fund to reflect the new divisional responsibilities.

Transportation Program Fund	Existing	Change	Amended
Communications	\$0	\$420,070	\$420,070
Transportation Development	\$1,371,577	\$(1,371,577)	\$0
General Manager/Board/SI	\$0	\$951,507	\$951,507
Operations	\$8,898,272	\$0	\$8,898,272
Total Appropriations	\$10,269,849	\$0	\$10,269,849

FINANCIAL IMPACT

There is no increase in total FY2019-20 Budget appropriations with this proposed resolution.

RECOMMENDATION

Staff recommends the Board adopt Resolution #2019-08, thereby transferring appropriations between categories within the General Fund, Capital Projects Fund, and Transportation Programs Fund to reflect reorganization of District divisions, as shown in the tables above.

PROPOSED MOTION

I move that the Board adopt Resolution #2019-08 to amend the FY2019-20 Budget by appropriation transfer, as detailed in the tables above.



RESOLUTION NO. 2019-08

**A RESOLUTION ADOPTING A FISCAL YEAR 2019-20 BUDGET AMENDMENT
FOR SALEM AREA MASS TRANSIT DISTRICT**

WHEREAS, the Salem Area Mass Transit District (“District”) Board of Directors adopted Resolution No. 2019-08 to adopt the Fiscal Year 2019-20 Budget by major fund and category on June 27, 2019.

WHEREAS, ORS 294.463 permits the governing body of a municipal corporation to transfer appropriations within a fund or between funds by resolution if overall appropriations remain the same or if contingency funds transferred are below 15 percent of appropriated fund balance.

WHEREAS, the Board of Directors has determined that it is necessary to transfer appropriations within each of the three funds to accurately reflect District reorganization subsequent to budget adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SALEM AREA MASS TRANSIT DISTRICT;

THAT, the Board of Directors adopts Resolution 2019-08 to amend the Budget for FY2019-20; and

THAT, the amounts shown below are hereby appropriated as follows, and shall become effective upon adoption of this Resolution:

General Fund	Existing	Change	Amended
General Manager/Board/SI	\$632,987	\$241,686	\$874,673
Administration	\$898,065	\$0	\$898,065
Finance and Technology	1,439,427	\$1,482,451	\$2,921,878
Communication	\$2,021,238	\$250,000	\$2,271,238
Transportation Development	\$2,722,071	\$(2,722,071)	\$0
Operations	\$22,327,853	\$747,934	\$23,075,787
General Administration	1,170,787	\$0	\$1,170,787
Contingency	\$1,500,000	\$0	\$1,500,000
Total Appropriations	\$32,712,428	\$0	\$32,712,428

Capital Projects Fund	Existing	Change	Amended
Finance and Technology	\$310,000	\$588,740	\$898,740
Transportation Development	\$6,666,071	\$(6,666,071)	\$0
General Manager/Board/SI	\$0	\$6,077,331	\$6,077,331
Operations	\$9,442,463	\$0	\$9,442,463
Total Appropriations	\$16,418,534	\$0	\$16,418,534

Transportation Program Fund	Existing	Change	Amended
Communications	\$0	\$420,070	\$420,070
Transportation Development	\$1,371,577	\$(1,371,577)	\$0
General Manager/Board/SI	\$0	\$951,507	\$951,507
Operations	\$8,898,272	\$0	\$8,898,272
Total Appropriations	\$10,269,849	\$0	\$10,269,849

ADOPTED by the Board of Directors on the 26th day of September, 2019.

ATTEST:

President
Board of Directors

Secretary
Board of Directors



BOARD MEETING MEMO

Agenda Item H.1

To: Board of Directors

From: Chris French, Senior Planner
Jeremy Jorstad, Transit Planner II

Thru: Allan Pollock, General Manager

Date: September 26, 2019

Subject: FY19 Annual Performance Report

ISSUE

Shall the Board receive the Fiscal Year 2019 Annual Performance Report?

BACKGROUND AND FINDINGS

The annual performance report has three purposes: to report on total and average Revenue Hours, Revenue Miles, and Boardings data from the Cherriots system during Fiscal Year 2019, to compare the performance of the Cherriots system with the previous fiscal year, and to offer insight that can be used by Cherriots staff to develop future service plans.

This Fiscal Year 2019 (FY19) Performance Report (see Attachment A) covers data from July 1, 2018 through June 30, 2019. At the service level, data from all of FY19 is compared to that of FY18. At the route level, a snapshot of the service is provided using data from April 2019. The redesign of some SE Salem routes in September 2018 makes it difficult to compare year-over-year. As a result, staff have created route snapshots using data from April 2019 to represent fiscal year performance. April is used due to a lack of national holidays, consistent school schedules, and moderate weather.

Services Overview

Cherriots Local

Includes local fixed-route, local express routes, and Qualified Human Service Organization (QHSO) routes.

- *Revenue Hours* - Increased 3.3% (+21 Revenue Hours/Day)
- *Revenue Miles* – Increased 2.9% (+241 Revenue Miles/Day)
- *Boardings* - Decreased 1.1% (-130 Boardings/Day)

Includes regional express routes and the regional flex zone service.

- *Revenue Hours* - Increased 7.1% (+4 Revenue Hours/Day)
- *Revenue Miles* – Increased 2.3% (+30 Revenue Miles/Day)
- *Boardings* – Increased 4.1% (+15 Boardings/Day)

Cherriots Shop and Ride

Includes Dial-a-Ride and Shopper Shuttle services.

- *Revenue Hours* – Decreased 6.9% (-1 Revenue Hour/Day)
- *Revenue Miles* – Increased 1.2% (+3 Revenue Miles/Day)
- *Boardings* – Decreased 3.7% (-1 Boardings/Day)

Cherriots LIFT

ADA complementary paratransit for the Cherriots local system:

- *Revenue Hours* – Increased 0.6% (+2 Revenue Hours / Day)
- *Revenue Miles* – Decreased 1.8% (-59 Revenue Miles / Day)
- *Boardings* – Decreased 0.9% (-5 Boardings / Day)

FINANCIAL IMPACT

Information item only.

RECOMMENDATION

Information item only.

PROPOSED MOTION

Information item only.



FISCAL YEAR 2019

ANNUAL PERFORMANCE REPORT

JULY 2018 - JUNE 2019

1. Introduction	1
2. Services	1
2.1 Total Revenue Hours, Revenue Miles, and Boardings.....	2
2.2 Average Revenue Hours, Revenue Miles, and Boardings	2
2.2.1 Cherriots Local.....	3
2.2.2 Cherriots Regional.....	3
2.2.3 Cherriots Shop and Ride.....	3
2.2.4 Cherriots LIFT.....	3
3. Route Snapshots	4
3.1 Revenue Hours, Revenue Miles, and Boardings	4
3.2 Productivity	5
3.3 On-Time Performance	6
4. Conclusions	8

1. Introduction

The annual performance report has three purposes: to report on total and average revenue hours, revenue miles, and boardings data from the Cherriots system during Fiscal Year 2019 (FY19), to compare the performance of the Cherriots system with the previous fiscal year, and to offer insight that can be used by Cherriots staff to develop future service plans.

This FY19 Annual Performance Report covers data from July 1, 2018 through June 30, 2019. At the service level, data from all of FY19 is compared to that of FY18. At the route level, a snapshot of the service is provided using data from April 2019. The redesign of some SE Salem routes in September 2018 makes it difficult to compare year-over-year. As a result, staff have created route snapshots using data from April 2019 to represent fiscal year performance. April is used due to a lack of national holidays, consistent school schedules, and moderate weather.

Data included in this report includes total and daily average revenue hours, revenue miles, boardings; measures of productivity; and on-time performance data. Sources of data include schedules, vehicle farebox systems, and reservation software (RouteMatch).

2. Services

Service-level data is reported below from the entire span of FY19. Most data is compared to FY18 to show trends between fiscal years. The services are comprised of the following:

- **Cherriots Local** includes local-fixed route service, local commuter express routes, and Qualified Human Service Organization (QHSO) routes.
- **Cherriots Regional** includes regional express routes and the regional flex zone service.
- **Cherriots Shop and Ride** includes both the dial-a-ride and shopper shuttle services for seniors and people with disabilities within the Salem-Keizer Urban Growth Boundary.
- **Cherriots LIFT** is the ADA complementary paratransit service provided within the Salem-Keizer Urban Growth Boundary.

2.1 Total Revenue Hours, Revenue Miles, and Boardings

Total revenue hours, revenue miles, and boardings from FY18 and FY19 by service are presented in Table 1 below.

Table 1. Total Revenue Hours, Revenue Miles, and Boardings by Service

Service	Revenue Hours		Revenue Miles		Boardings	
	FY18	FY19	FY18	FY19	FY18	FY19
(Service Days)	253	252	253	252	253	252
Cherriots Local	163,206	167,949	2,071,643	2,124,151	3,000,134	2,955,477
Cherriots Regional	16,611	17,724	329,023	335,339	90,543	93,910
Cherriots Shop and Ride	5,357	4,966	54,723	55,140	9,979	9,572
Cherriots LIFT	64,075	64,184	809,257	791,198	139,669	137,815
<i>Total</i>	249,249	254,823	3,264,646	3,305,828	3,240,325	3,196,774

2.2 Average Revenue Hours, Revenue Miles, and Boardings

In Table 2, average daily revenue hours, revenue miles, and boardings are displayed for each service, as well as average boardings per revenue hour.

Table 2. Average Revenue Hours, Revenue Miles, and Boardings by Service

Service	Revenue Hours / Day			Revenue Miles / Day		
	FY18	FY19	% Change	FY18	FY19	% Change
Cherriots Local	645.1	666.5	3.3%	8,188.3	8,429.2	2.9%
Cherriots Regional	65.7	70.3	7.1%	1,300.5	1,330.7	2.3%
Cherriots Shop and Ride	21.2	19.7	-6.9%	216.3	218.8	1.2%
Cherriots LIFT	253.3	254.7	0.6%	3,198.6	3,139.7	-1.8%
<i>Total</i>	985.2	1,011.2	2.6%	12,903.7	13,118.4	1.7%

Service	Boardings / Day			Boardings / Hour		
	FY18	FY19	% Change	FY18	FY19	% Change
Cherriots Local	11,858.2	11,728.1	-1.1%	18.4	17.6	-4.3%
Cherriots Regional	357.9	372.7	4.1%	5.5	5.3	-2.8%
Cherriots Shop and Ride	39.4	38.0	-3.7%	1.9	1.9	3.5%
Cherriots LIFT	552.1	546.9	-0.9%	2.2	2.1	-1.5%
<i>Total</i>	12,807.6	12,685.6	-1.0%	27.9	27.0	-3.2%

2.2.1 Cherriots Local

Average daily revenue hours increased 3.3%. Revenue miles increased 2.9%. These increases reflect changes made in September 2018 to Route 11 to provide frequent service along Aumsville Highway.

Average daily boardings dropped slightly by 1.1%. Boardings per revenue hour decreased by 4.3%.

2.2.2 Cherriots Regional

Average daily revenue hours increased by 7.1%. This increase was due to schedule adjustments made to Routes 10X and 20X in May 2018 to help with on time performance. Revenue miles increased 2.3%.

Average daily boardings increased 4.1%. Boardings per revenue hour decreased by 2.8%. This was the first year this service was able to be compared on a year over year basis since it was redesigned in May 2017.

2.2.3 Cherriots Shop and Ride

Average daily boardings on the Shop and Ride service decreased 3.7%. There was a corresponding decrease in the average revenue hours of 6.9%. This reduction in revenue hours is due to changes that were made to the schedule and locations served by the Shopper Shuttle service. Shop and Ride Dial-a-Ride service end time was also reduced by an hour from 6:00 p.m. to 5:00 p.m. These changes were made to right size the service to the grant funds that were available for FY19. Average Revenue miles increased slightly by 1.2%. Boardings per revenue hour increased by 3.5%, showing that there was an increase in efficiency for this service compared to FY18.

2.2.4 Cherriots LIFT

Average daily boardings on LIFT decreased slightly 0.9%. This continues a trend seen since the introduction of the ADA Eligibility and Assessment Program. There was a slight increase in revenue hours of 0.6%. Revenue miles decreased 1.8%. Boardings per revenue hour decreased by 1.5%.

3. Route Snapshots

It is difficult to evaluate performance on the route level using data from the entire fiscal year due to seasonal fluctuations, the school year calendar, and triannual service changes. The redesign of some SE Salem routes in September 2018 makes it difficult to compare year-over-year. As a result, staff have created route snapshots using data from April 2019 to represent fiscal year performance. April is used due to a lack of national holidays, consistent school schedules, and moderate weather.

3.1 Revenue Hours, Revenue Miles, and Boardings

Table 3 below shows daily average revenue hours, revenue miles, and boardings for April 2019.

Table 3. Daily Averages by Route (April 2019)

Route	Daily Averages		
	Revenue Hours	Revenue Miles	Boardings
1X <i>Wilsonville / Salem Express</i>	9.9	319.3	136.0
2 <i>Market / Brown</i>	54.1	683.9	1212.2
3 <i>Portland Road</i>	30.0	352.7	723.6
4 <i>State Street</i>	31.0	307.0	699.0
5 <i>Center Street</i>	56.7	650.0	1135.5
<i>Mission / Fairview Industrial</i>	22.6	342.6	210.7
7 <i>Mission / Hawthorne</i>	20.2	203.2	233.4
8 <i>12th / Liberty via Red Leaf</i>	23.0	308.7	459.8
9 <i>Cherry / River Road</i>	30.7	455.6	502.3
10X <i>Woodburn / Salem Express</i>	13.5	261.5	52.3
11 <i>Lancaster / Verda</i>	102.0	1362.2	2107.1
12 <i>Hayesville Drive</i>	14.8	196.8	93.9
13 <i>Silverton Road</i>	19.3	280.1	561.0
14 <i>Windsor Island Road</i>	15.4	226.6	111.3
16 <i>Wallace Road</i>	10.1	134.0	153.0
17 <i>Edgewater Street</i>	50.0	454.8	673.0
18 <i>12th / Liberty via Lone Oak</i>	23.1	313.6	401.9
19 <i>Broadway / River Road</i>	58.0	701.8	1395.7
20X <i>N.Marion County / Salem Express</i>	13.6	300.6	43.0
21 <i>South Commercial</i>	55.1	704.8	1381.7
22 <i>Library Loop</i>	10.9	62.0	60.2
23 <i>Lansing / Hawthorne</i>	14.9	193.0	153.0
26 <i>Glen Creek / Orchard Heights</i>	7.8	76.7	43.8
27 <i>Glen Creek / Eola</i>	8.4	113.8	32.7
30X <i>Santiam / Salem Express</i>	12.3	256.2	58.7
40X <i>Polk County / Salem Express</i>	14.1	296.4	181.7
50X <i>Dallas / Salem Express</i>	2.7	67.5	19.8

3.2 Productivity

Cherriots uses boardings per revenue hour in April to measure a route's productivity. Routes are listed in Table 4 by route type. Each route type has a target boardings per revenue hour target, and all routes not meeting their target are highlighted in red.

Table 4. Boardings per Revenue Hour by Route and Route Type

	Route	Boardings / Revenue Hour
CORRIDOR		
13	Silverton Road	29.1
21	South Commercial	25.1
19	Broadway / River Road	24.1
3	Portland Road	24.1
4	State Street	22.5
2	Market / Brown	22.4
11	Lancaster / Verda	20.7
5	Center Street	20.0
8	12th / Liberty via Red Leaf	20.0
	TARGET	20.0
18	12th / Liberty via Lone Oak	17.4
9	Cherry / River Road	16.3
17	Edgewater Street	13.5
COVERAGE		
16	Wallace Road	15.2
7	Mission / Hawthorne	11.5
23	Lansing / Hawthorne	10.3
	TARGET	10.0
6	Mission / Fairview Industrial	9.3
14	Windsor Island Road	7.2
12	Hayesville Drive	6.4
26	Glen Creek / Orchard Heights	5.6
22	Library Loop	5.5
27	Glen Creek / Eola	3.9
REGIONAL EXPRESS		
1X	Wilsonville / Salem Express	13.9
40X	Polk County / Salem Express	12.9
	TARGET	10.0
50X	Dallas / Salem Express	7.3
30X	Santiam / Salem Express	4.8
10X	Woodburn / Salem Express	3.9
20X	N.Marion County / Salem Express	3.2

3.3 On-Time Performance

The preferred way to measure on-time performance is by comparing the scheduled departure time to the observed departure time at every time point along a route. Unfortunately, until Cherriots procures a CAD/AVL system, staff is unable to measure on-time performance this precisely.

As a proxy, staff is using the end-of-route on-time performance. Throughout April 2019, staff measured arrival times of routes at the Downtown Transit Center and Keizer Transit Center using security camera footage. Staff compared observed arrival times to scheduled arrival times. Buses that arrived up to five minutes later than their scheduled arrival time were considered “on time.” Buses that arrived more than five minutes later than their scheduled arrival time were considered “late.”

The percent of trips that were on time are reported in Table 5 below. Measures are shown by service type and time period.

Table 5. On-Time Performance by Service

Service	AM	Mid	PM	Eve	Overall
Cherriots Local	94%	90%	82%	98%	89%
Cherriots Regional	94%	96%	60%	100%	85%

Overall, Cherriots Local and Cherriots Regional services met the overall goal of 85% of trips on time. Cherriots Local met the system wide goal of 75% on-time during the PM peak (2:00-6:59 p.m.). Cherriots Regional services missed the mark for the days of collected data in April.

The percent of trips that were on time are reported in Table 6 below. Measures are shown by time period and overall. Cells are highlighted in red when a route did not meet its target for that time period.

Table 6. End-of-Route On-Time Performance

Cherriots Local						
	Route	End-of-Route On-Time Performance				
		AM	Mid	PM	Eve	Overall
	TARGET	85%	85%	75%	85%	85%
2	Market / Brown	82%	76%	68%	100%	75%
3	Portland Road	100%	100%	83%	100%	94%
4	State Street	100%	93%	93%	100%	96%
5	Center Street	100%	100%	92%	100%	97%
6	Mission / Fairview Industrial	100%	100%	87%	100%	96%
7	Mission / Hawthorne	96%	93%	77%	100%	89%
8	12th / Liberty via Red Leaf	92%	100%	73%	100%	89%
9	Cherry / River Road	86%	93%	63%	100%	86%
11	Lancaster / Verda	87%	74%	78%	90%	79%
12	Hayesville Drive	100%	100%	100%	100%	100%
13	Silverton Road	100%	93%	83%	100%	92%
14	Windsor Island Road	100%	100%	100%	89%	99%
16	Wallace Road	100%	100%	87%	100%	96%
17	Edgewater Street	98%	98%	95%	100%	97%
18	12th / Liberty via Lone Oak	88%	100%	67%	100%	86%
19	Broadway / River Road	95%	87%	81%	100%	88%
21	South Commercial	100%	84%	87%	100%	90%
22	Library Loop	96%	93%	90%	100%	93%
23	Lansing / Hawthorne	100%	100%	80%	80%	91%

Cherriots Regional						
	Route	End-of-Route On-Time Performance				
		AM	Mid	PM	Eve	Overall
	TARGET	85%	85%	75%	85%	85%
1X	Wilsonville / Salem Express	100%	—	57%	—	77%
10X	Woodburn / Salem Express	100%	83%	100%	—	94%
20X	N. Marion Co. / Salem Express	100%	100%	67%	100%	93%
30X	Santiam / Salem Express	67%	100%	0%	—	67%
40X	Polk County / Salem Express	100%	100%	67%	100%	89%
50X	Dallas / Salem Express	100%	—	100%	—	100%

For the Cherriots Local service, most routes met or exceeded our targets throughout the service day. Route 2 Market / Brown will be receiving additional revenue hours for the September service change to help with on-time performance. Route 11 Lancaster /

Verda had time point adjustments made for the May service change to help keep the route on time throughout the day.

4. Conclusions

FY19 Annual Performance Report

July 2018-June 2019

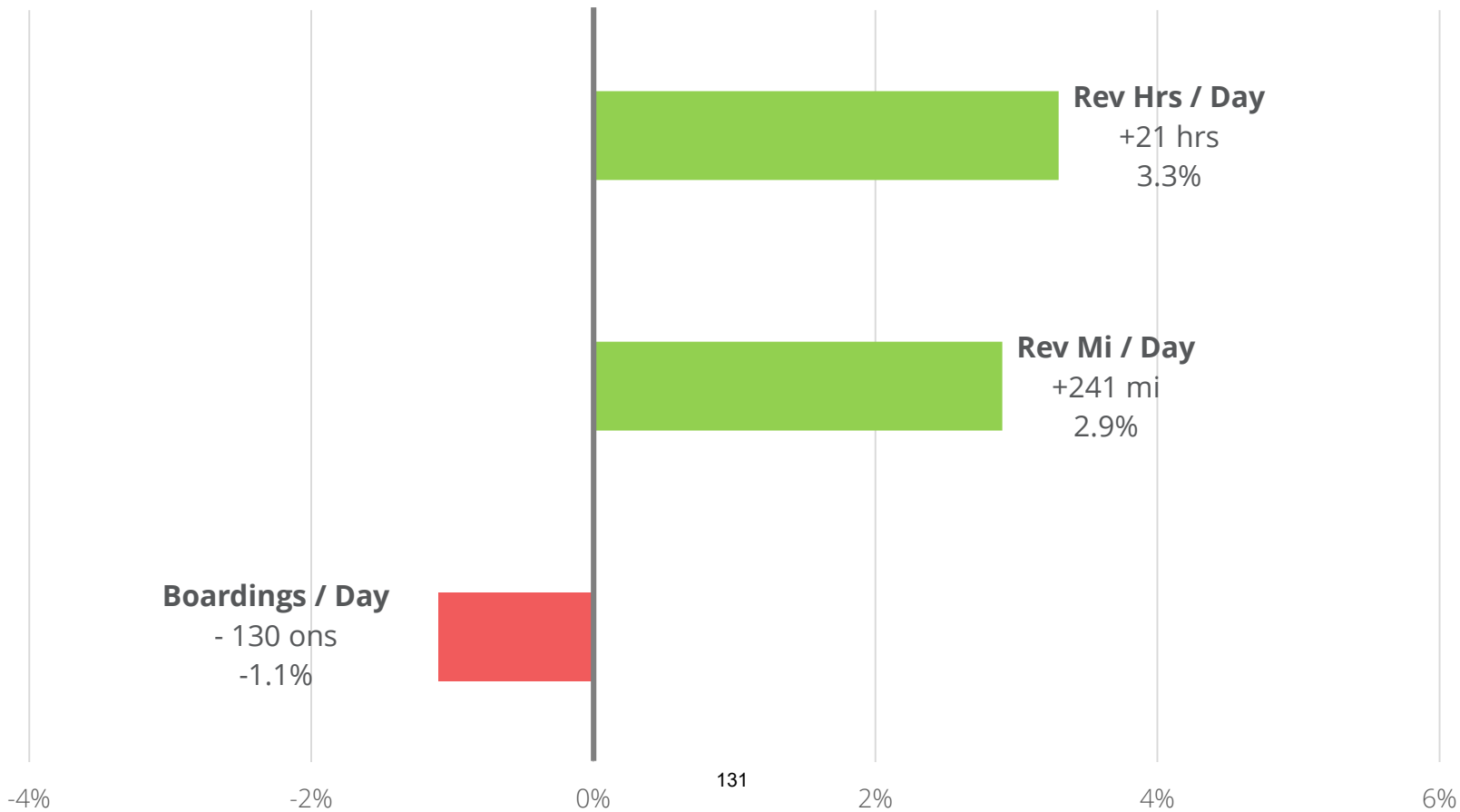


Services Overview

FY18 to FY19

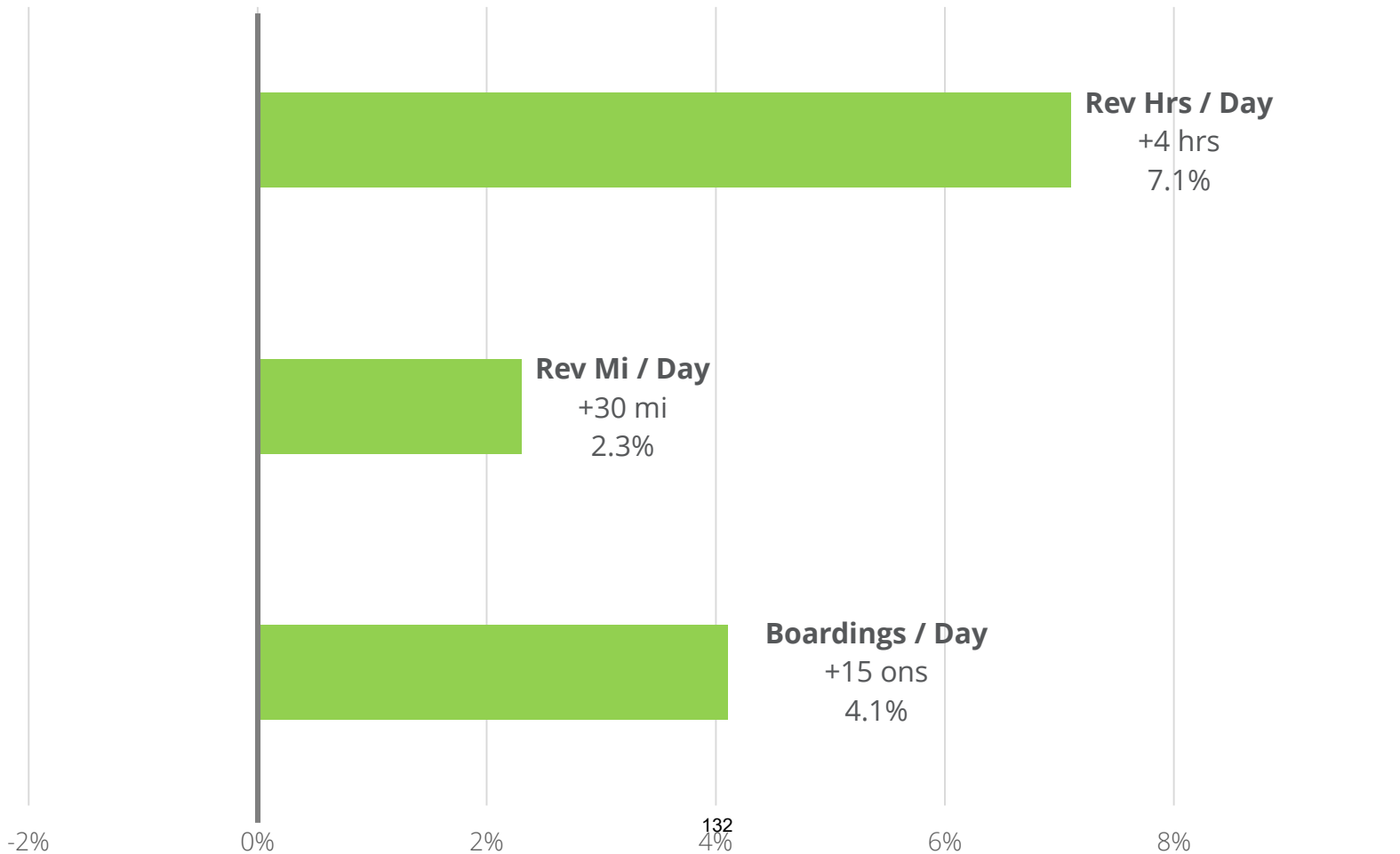
Cherriots Local

Change Between FY18 and FY19



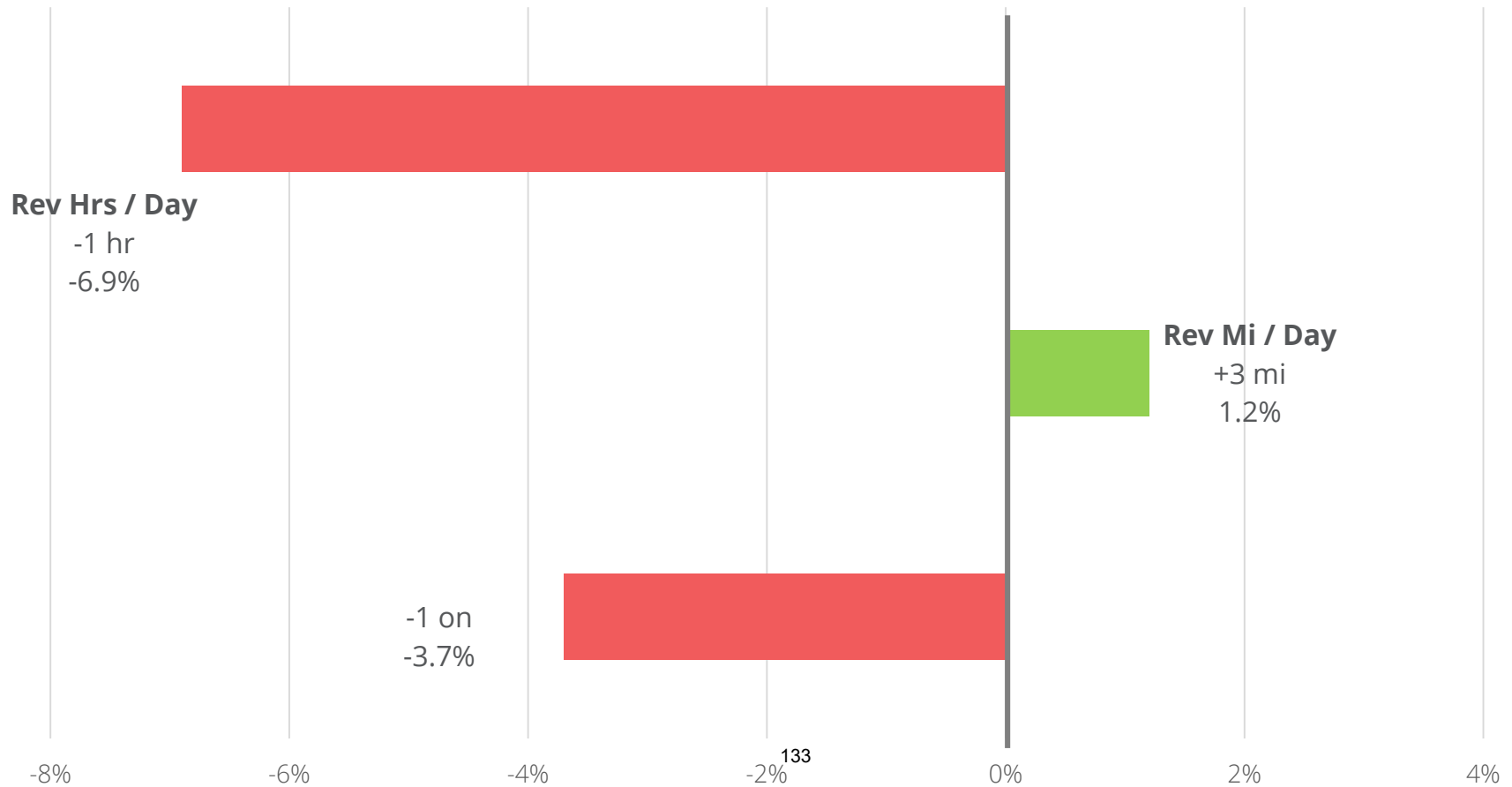
Cherriots Regional

Change Between FY18 and FY19



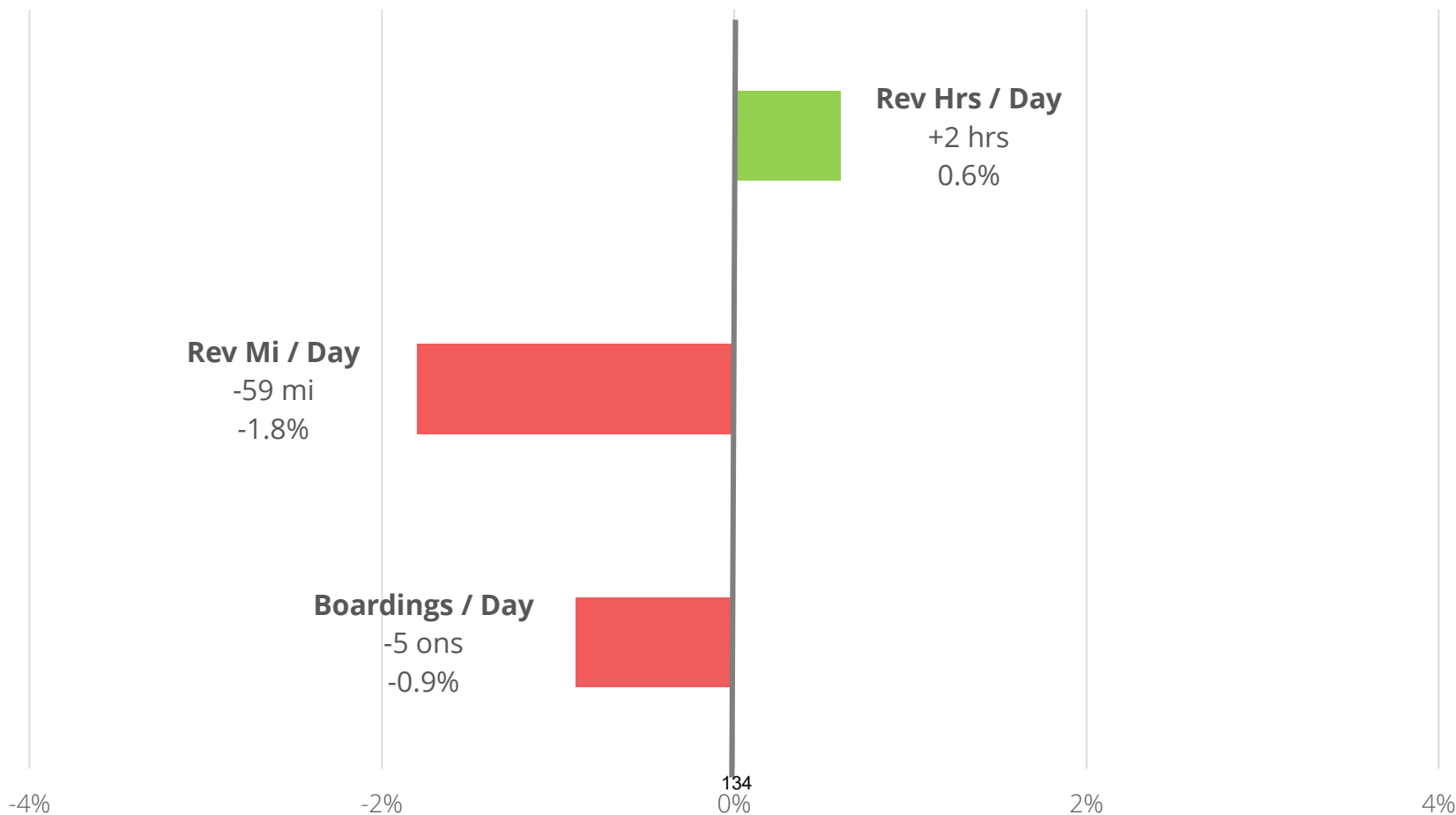
Cherriots Shop and Ride

Change Between FY18 and FY19



Cherriots LIFT

Change Between FY18 and FY19

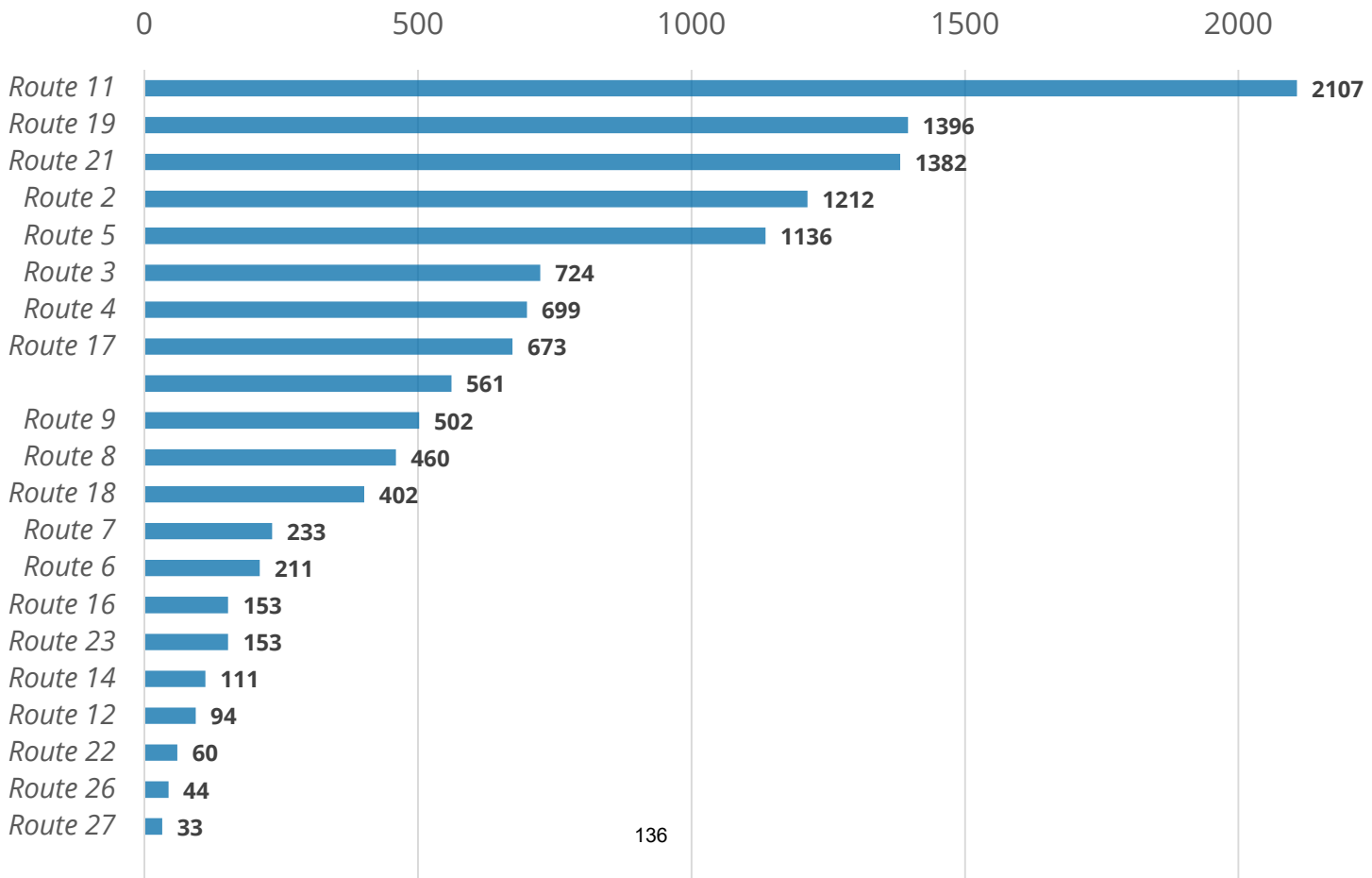


Route Snapshots

FY19

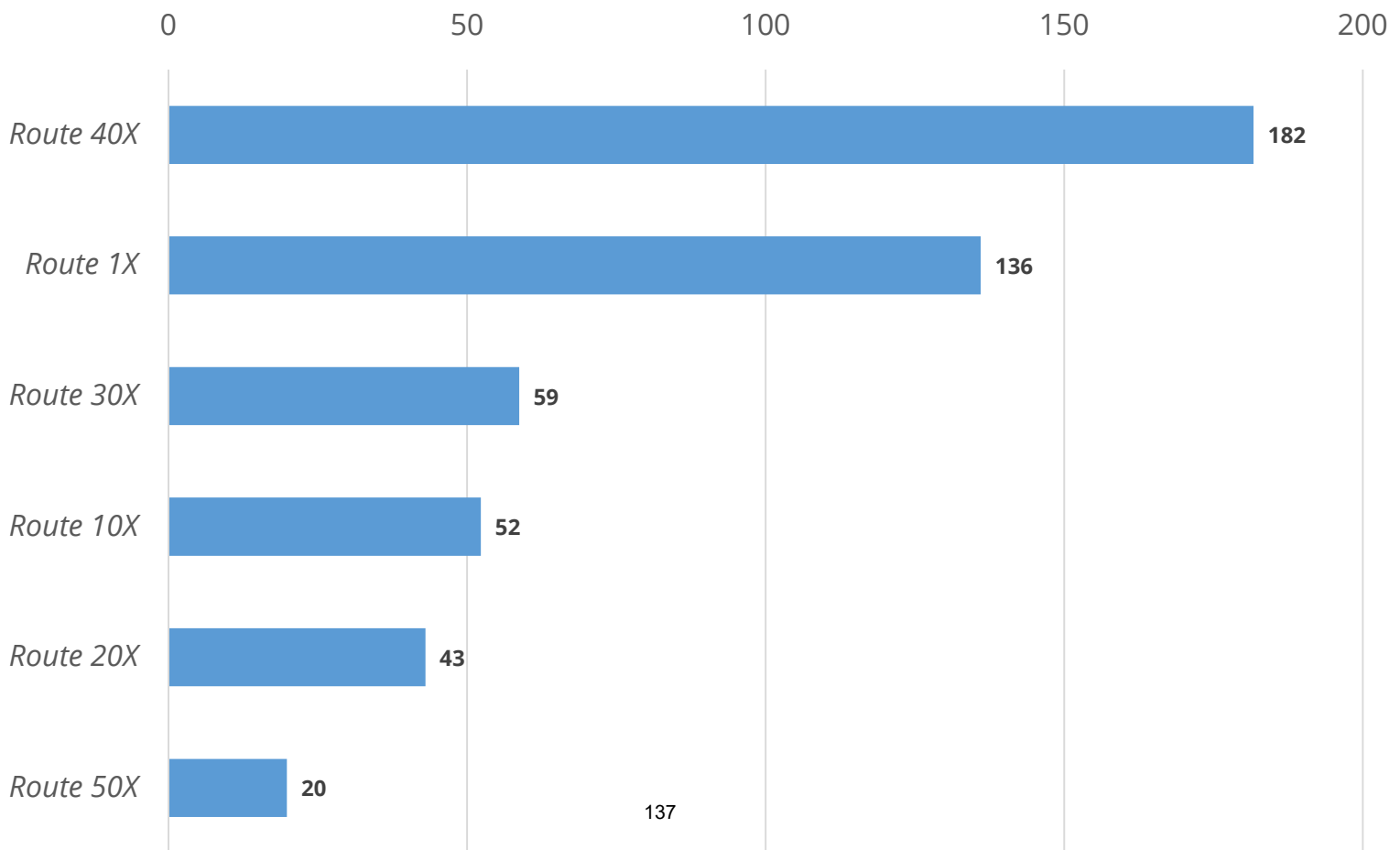
Ridership by **Local Route**

Average Daily Boardings from April 2019



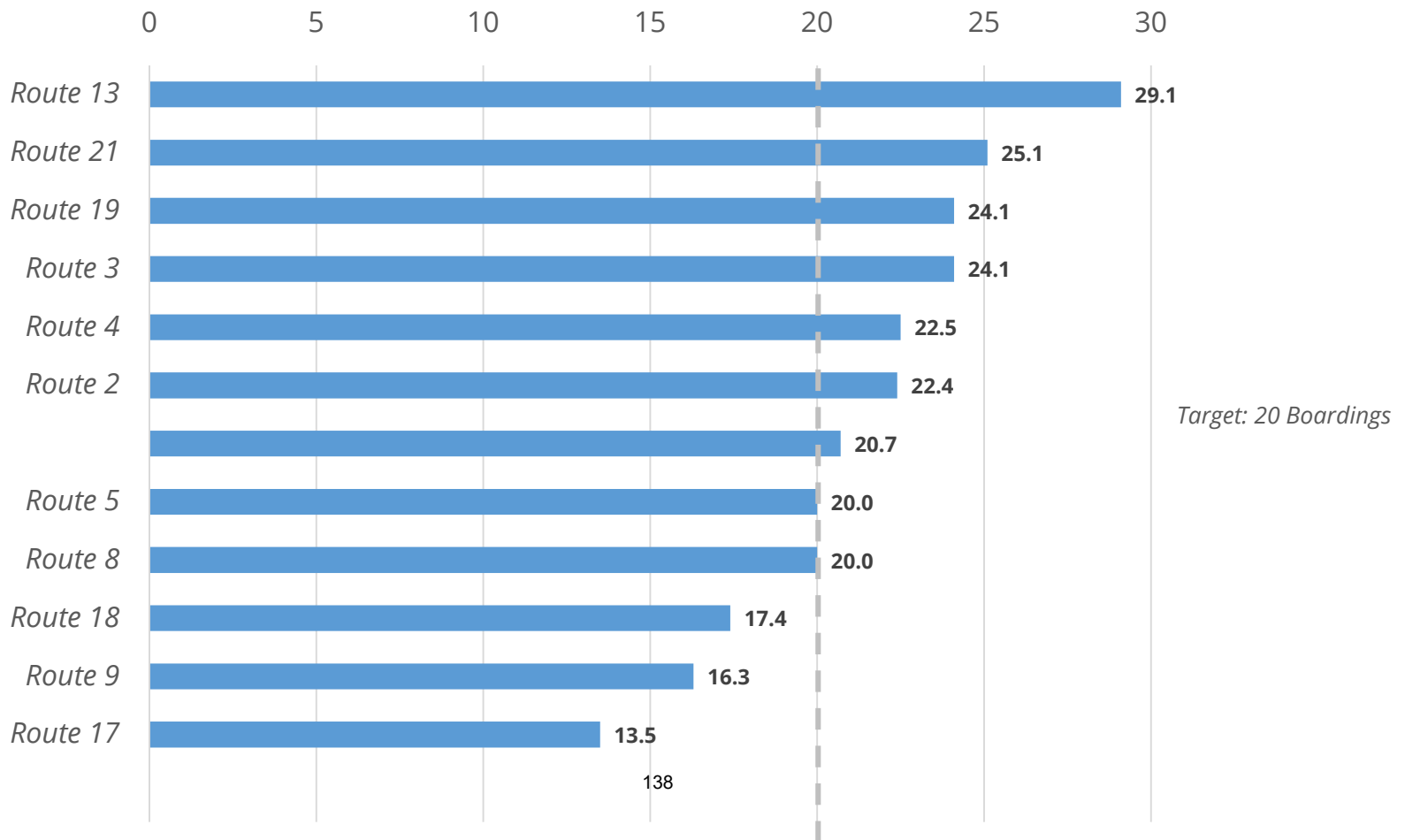
Ridership by **Regional Route**

Average Daily Boardings from April 2019



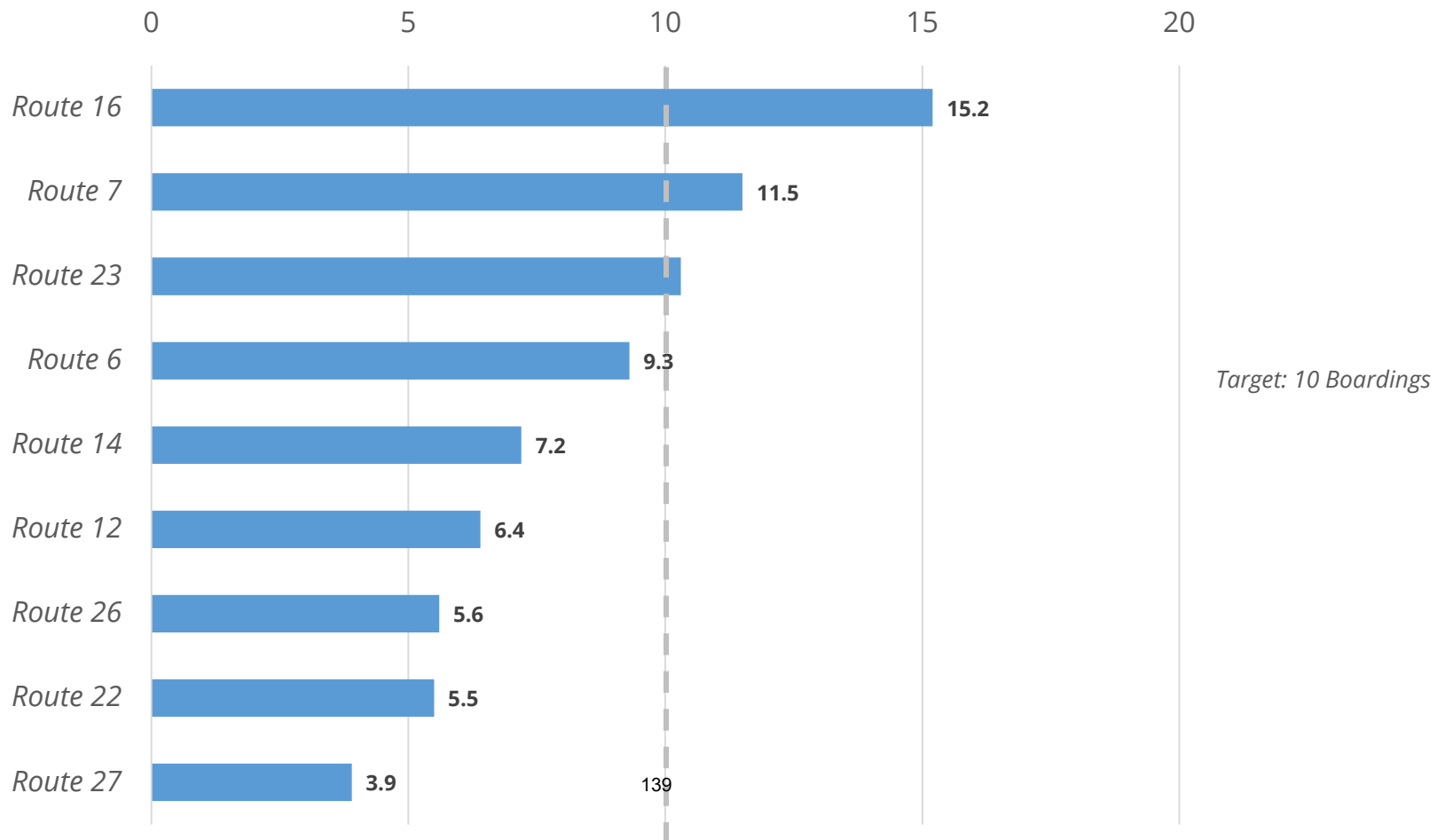
Corridor Productivity

Boardings Per Revenue Hour from April 2019



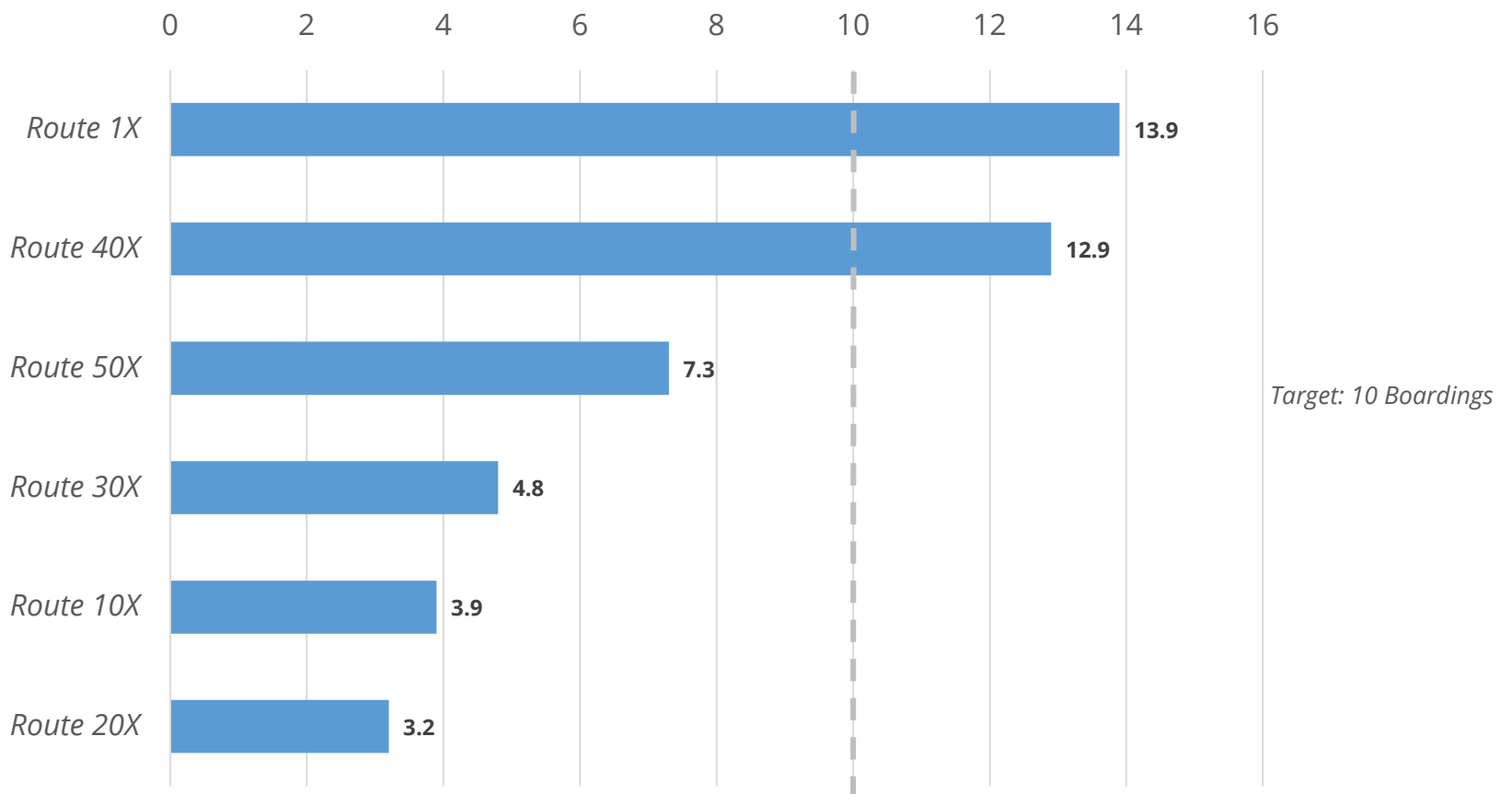
Neighborhood Shuttle Productivity

Boardings Per Revenue Hour from April 2019



Regional Express Productivity

Boardings Per Revenue Hour from April 2019



On-Time Performance

End-of-Route Samples from April 2019

Local

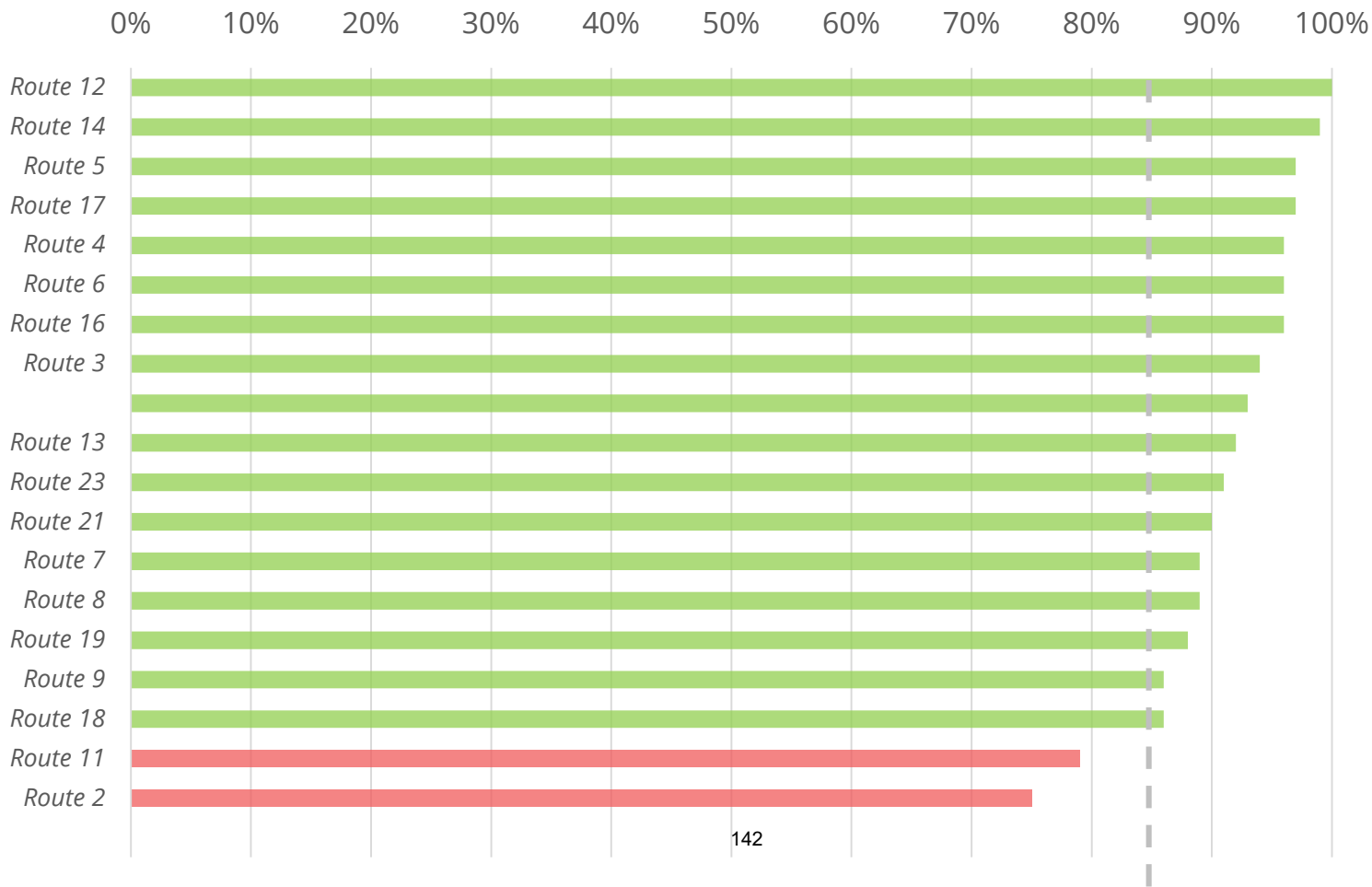
89% on time

Regional

85% on time

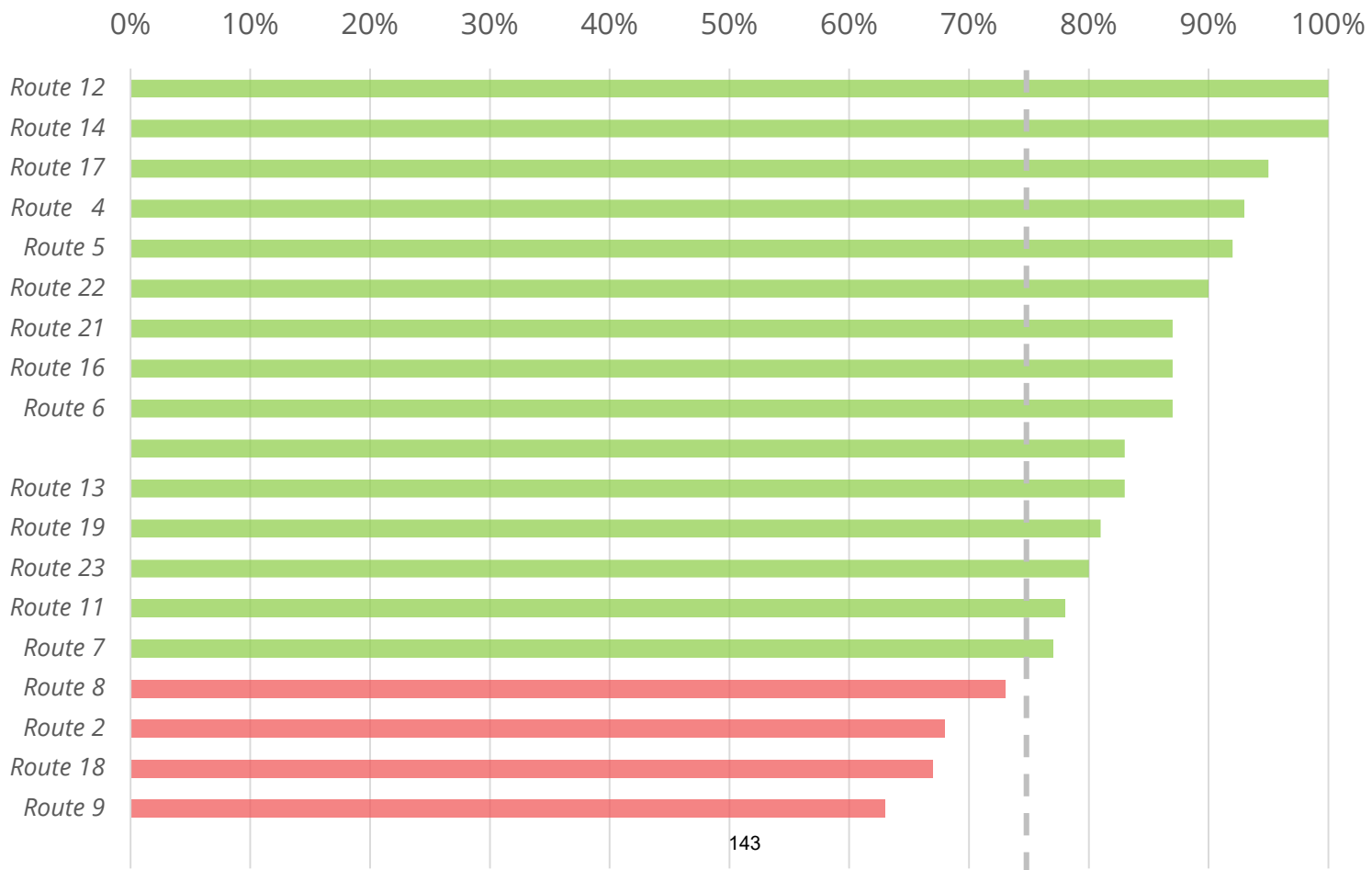
Overall On-Time Performance by Local Route

End-of-Route Samples from April 2019



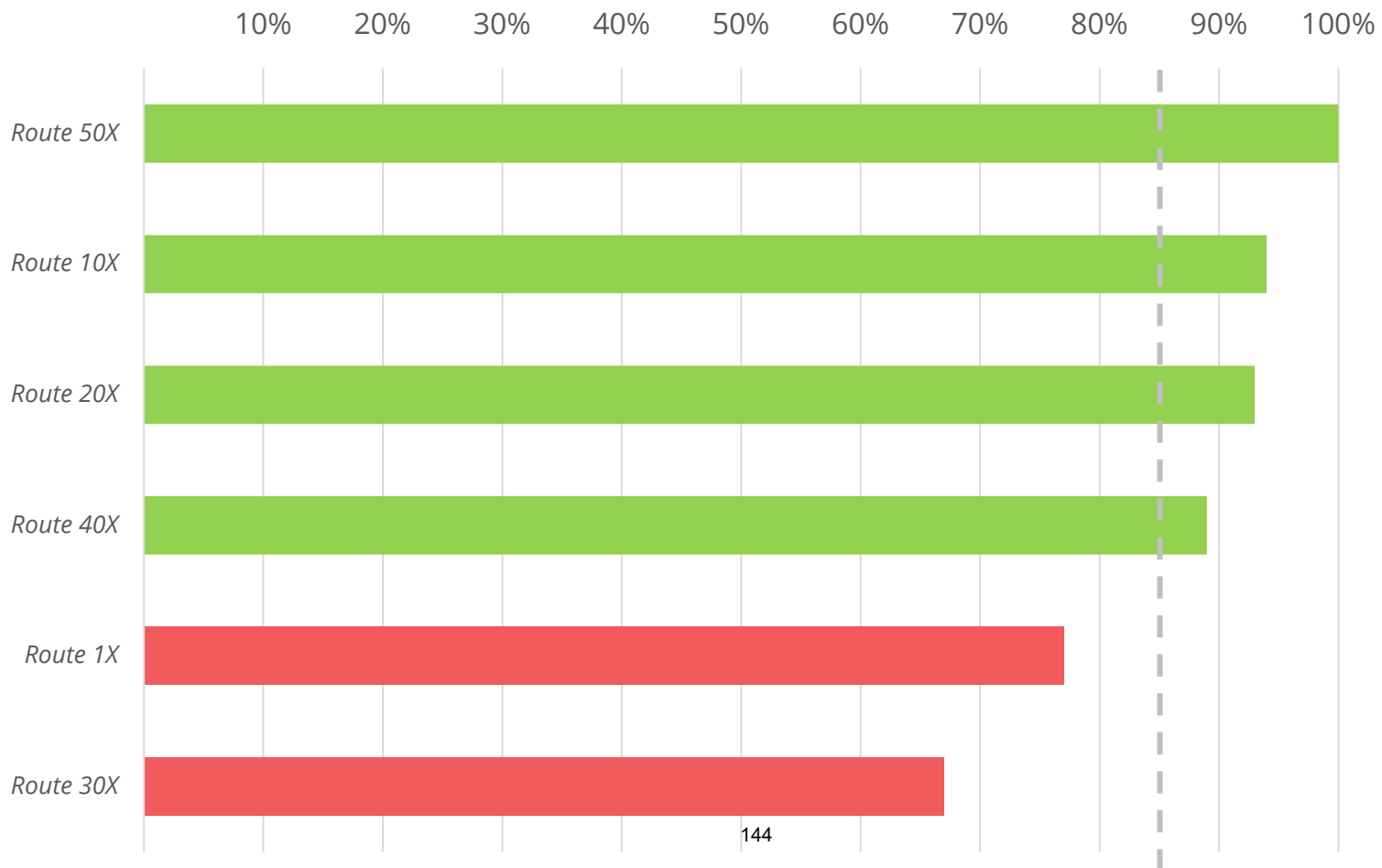
PM Peak On-Time Performance by Local Route

End-of-Route Samples from April 2019



Overall On-Time Performance by Regional Route

End-of-Route Samples from April 2019



PM Peak On-Time Performance by Regional Route

End-of-Route Samples from April 2019

