



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

June 22, 2017

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1. <u>Approval of Minutes</u>	
a. Board Meeting of May 25, 2017	
2. <u>Routine Business Items</u>	
a. Approval of the United Way Donation for Fiscal Year 2018	
Adopt Resolution #2017-09 that amends Resolution #2016-05 to authorize a transfer in the FY2017 Budget of \$80,000 within the General Fund from the Communications Division budget to the Operations Division budget for unbudgeted personnel costs.	5

	<u>Budget as Adopted</u>	<u>Year-end Projection</u>	<u>Variance</u>
General Fund			
• Operations	\$17,196,800	\$17,272,683	(\$75,883)
Total	\$17,196,800	\$17,272,683	(\$75,883)

	<u>Adoption</u>	<u>Action</u>	<u>Amended</u>
General Fund			
• Operations	\$17,196,800	\$80,000	\$17,276,800
• Communications	\$1,582,700	(\$80,000)	\$1,502,700
Total	\$18,779,500	--	\$18,779,500



Authorize the General Manager to negotiate and enter into a contract with Stott Outdoor Advertising for Commercial Advertising on District Property.....

5-6

Fee Proposal

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Projected Revenue	\$174,000	\$381,000	\$525,000	\$642,000	\$720,000	\$2,442,000
37.5% Revenue to SAMTD	\$65,250	\$142,875	\$196,875	\$240,750	\$270,000	\$915,750
Guaranteed Payment	\$84,000*	\$96,000	\$108,000	\$120,000	\$132,000	\$540,000

*Stott guarantees more than 37.5% in the first year as sales ramp up.

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

June 22, 2017

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

MINUTES

PRESENT: President Robert Krebs; Directors John Hammill, Colleen Busch, Marcia Kelley, and Jerry Thompson **ABSENT:** Directors Kathy Lincoln and Steve Evans

Board

Staff Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Chip Colby, Information Technology Manager; Linda Galeazzi, Executive Assistant; Ben Fetherston, SAMTD Legal Counsel

Guests Jeff White, Chair, Oregon Government Finance Officers Association; Hersch Sangster, Chair, 2017 Budget Committee; Doug Rodgers, Sue Hammill

RECEPTION TO HONOR OUTGOING DIRECTOR JOHN HAMMILL 6:00 PM

A. CALL TO ORDER AND NOTE OF ATTENDANCE 6:31 PM

President Krebs called the meeting to order. A quorum was present with five members of the Board.

B. PLEDGE OF ALLEGIANCE led by Director John Hammill

C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA -

President Krebs welcomed the companies Uber and Lyft to the Salem community.

D. PRESENTATIONS

1. GFOA CAFR AWARD: Jeff White, Chair of the Oregon Government Finance Officers Association presented the District with a Certificate of Achievement for Excellence in Financial Reporting Award. This is the fifth year the District has received this award.

2. HONORING DIRECTOR JOHN HAMMILL: President Krebs honored Director Hammill with a plaque for his leadership and dedication to public transit and the citizens he served in Subdistrict 4. Director Hammill served on the Board of



Directors from July 1, 2013-June 30, 2017; and served as the Board Secretary from June 1, 2015-June 30, 2017.

E. BUDGET HEARING

There was no testimony given, either verbally or in writing, on the subject of adopting the District's Budget for FY2018.

F. DELIBERATION OF BUDGET HEARING

Hersch Sangster, Chair of the Budget Committee presented the FY2018 Budget that had been unanimously approved by the Budget Committee on May 18, 2017.

Motion: Moved to adopt Resolution #2017-08 to adopt the FY2017-2018 Budget, making appropriations; and imposing and categorizing taxes.

Motion by: Director John Hammill

Second: Director Jerry Thompson

Vote: Motion passed (5)

Absent: Directors Lincoln and Evans

The Board and staff acknowledged and thanked accountant, Wendy Feth, who worked tirelessly to put the FY2018 budget together. Ms. Feth was unable to attend tonight's meeting due to an illness.

G. PUBLIC COMMENT - None

6:48 PM

H. CONSENT CALENDAR

Motion: Moved to approve the Consent Calendar:

3. Approval of Minutes

a. Board Meeting of May 25, 2017

4. Routine Business Items

a. Approval of the United Way Donation for Fiscal Year 2018

Motion by: Director Jerry Thompson

Second: Director Colleen Busch

Discussion: No items were deferred from the Consent Calendar.

Vote: Motion passed (5)

Absent: Directors Lincoln and Evans

I. ITEMS DEFERRED FROM THE CONSENT CALENDAR: None

J. ACTION ITEMS

6:50 PM

1. Resolution No. 2017-09 Amendment to the FY2017 Adopted Budget

Staff report: Pages 35-38 of the agenda



Presenter: Paula Dixon, Director of Administration

Motion: Adopt Resolution #2017-09 that amends Resolution #2016-05 to authorize a transfer in the FY2017 Budget of \$80,000 within the General Fund from the Communications Division budget to the Operations Division budget for unbudgeted personnel costs.

	<u>Budget as Adopted</u>	<u>Year-end Projection</u>	<u>Variance</u>
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Motion by: Director Marcia Kelley
Second: Director Colleen Busch
Vote: Motion passed (5)
Absent: Directors Lincoln and Evans

2. Approval of Contract For Commercial Advertising On District Property

Staff report: Pages 39-40 of the agenda

Presenter: Patricia Feeny, Director of Communication

Motion: Authorize the General Manager to negotiate and enter into a contract with Stott Outdoor Advertising for Commercial Advertising on District Property.

Fee Proposal

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Total</u>
Projected Revenue	\$174,000	\$381,000	\$525,000	\$642,000	\$720,000	\$2,442,000
37.5% Revenue to SAMTD	\$65,250	\$142,875	\$196,875	\$240,750	\$270,000	\$915,750
Guaranteed Payment	\$84,000*	\$96,000	\$108,000	\$120,000	\$132,000	\$540,000

*Stott guarantees more than 37.5% in the first year as sales ramp up.

Motion by: Director John Hammill
Second: Director Marcia Kelley
Vote: Motion passed (5)



Absent: Directors Lincoln and Evans

K. INFORMATION ITEMS - None

L. REPORTS

Board Subcommittee Report

Board members are appointed to local, regional and/or national committees; and may present testimony at public hearings on specific issues on behalf of the District as the need arises. Board members inform the Board of District and/or transit-related issues discussed in the committees listed on page 41 of the agenda.

Minutes of the Board's May 8, 2017 Work Session on pages 43-45 of the agenda were received and filed.

M. BOARD AND MANAGEMENT ISSUES

General Manager

Mr. Pollock expressed his thanks to Director Hammill for his service to the District. He announced that he had been re-elected as President to the Salem City Club. He attended a reception for general manager, Jeff Hamm from C-Tran who will retire at the end of the month. Mr. Hamm was the former general manager for Cherrriots. Mr. Pollock advised that the next time the Board meets, they will know whether the legislature voted in favor of HB 2017 for the state transportation package.

Board President

President Krebs reports on his transit-related Board and community service activities since the last board of directors meeting.

Board of Directors

Board members give an account, both verbally and in writing, of their transit-related Board and community service activities that may be of interest to the other Board members and to the public.

N. Meeting Adjourned

7:12 PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Krebs', written over a horizontal line.

SAMTD Board President