



Salem Area Mass Transit District
BOARD OF DIRECTORS

July 26, 2018

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar:	3
1. <u>Approval of Minutes</u>	
a. June 11, 2018 Special Board Meeting	
b. June 11, 2018 Board Work Session	
c. June 28, 2018 Special Meeting/Executive Session	
d. June 28, 2018 Board of Directors Meeting	
2. <u>Routine Business - None</u>	
Moved to approve the reappointments of citizen members Michael De Blasi and Bill Holmstrom to the Budget Committee for a three-year term that ends June 30, 2021.	3
Moved to accept the Preliminary Annual End-of-Year FY2018 Financial Report as presented.	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 MEETING

July 26, 2018

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

MINUTES

PRESENT Board	President Robert Krebs; Directors Doug Rodgers, Kathy Lincoln, Marcia Kelley, and Steve Evans ABSENT: Directors Colleen Busch and Jerry Thompson
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Al McCoy, Director of Finance/CFO; 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	Citizen, David Beem

- A. CALL TO ORDER AND NOTE OF ATTENDANCE** **6:30 PM**
President Krebs called the meeting to order. A quorum was present.
- B. PLEDGE OF ALLEGIANCE** led by Vice President Steve Evans
- C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA**
President Krebs sent greeting out to Director Jerry Thompson on behalf of the Board, wishing him a speedy recovery.
- D. PRESENTATION** - None
- E. PUBLIC COMMENT**
David Beem – Address on File
Mr. Beem said that lots of individuals with disabilities rely on public transportation to get around. He asked the Board to include transit service to local dances, the Salem Art Fair, and the Oregon State Fair.
- F. CONSENT CALENDAR** **6:34 PM**
Items on the Consent Calendar are considered routine and are adopted as a group by a single motion unless a Board member requests to withdraw an item.



- Motion:** Moved to approve the Consent Calendar:
- 1. Approval of Minutes**
 - a. June 11, 2018 Special Board Meeting**
 - b. June 11, 2018 Board Work Session**
 - c. June 28, 2018 Special Meeting/Executive Session**
 - d. June 28, 2018 Board of Directors Meeting**
 - 2. Routine Business - None**
- Motion by:** Director Marcia Kelley
Second: Director Doug Rodgers
Discussion: No items were deferred from the Consent Calendar.
Vote: Motion passed (Krebs, Evans, Kelley, Rodgers, Lincoln)
Absent: Busch and Thompson

G. Items Deferred From The Consent Calendar - None

H. ACTION ITEMS

1. Budget Committee Appointments for Subdistricts 2 and 4 6:35 PM

Staff report: Pages 15-18 in the agenda

Presenter: President Bob Krebs

The terms of service on the Budget Committee for citizen members Michael De Blasi and Bill Holmstrom ended on June 30, 2018. These individuals agreed to serve another three year term on the Budget Committee ending June 30, 2021. Director Colleen Busch, representing Subdistrict #2, recommended the reappointment of Michael De Blasi. Director Doug Rodgers, representing Subdistrict #4, recommended the reappointment of Bill Holmstrom.

Motion: Moved to approve the reappointments of citizen members Michael De Blasi and Bill Holmstrom to the Budget Committee for a three-year term that ends June 30, 2021.

Motion by: Director Kathy Lincoln

Second: Director Steve Evans

Vote: Motion passed (Krebs, Evans, Kelley, Rodgers, Lincoln)

Absent: Busch and Thompson

2. Accept Preliminary Annual End-of-Year FY2018 Financial Report 6:37 PM

Staff report: Supplemental Agenda (pages 1-11)

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, 2018. Because this is an early preliminary look at FY18, 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: **Moved to accept the Preliminary Annual End-of-Year FY2018 Financial Report as presented.**

Motion by: **Director Marcia Kelley**

Second: **Director Kathy Lincoln**

Vote: **Motion passed (Krebs, Evans, Kelley, Rodgers, Lincoln)**

Absent: **Busch and Thompson**

I. INFORMATION ITEMS - None

J. GENERAL MANAGER'S REPORT

6:44 PM

Mr. Pollock announced that Cherrriots was selected by the *Portland Business Journal* as one of the top 10 Healthiest Employers in Oregon in a category for *100-499 Employee Size Companies*. Cherrriots will be recognized at the HR Summit and Healthiest Employers of Oregon event next month where they will announce the number one winners. In addition, Regence Health recorded a video with Cherrriots employees called "Member Spotlight" that focused on Cherrriots successful wellness program.

Mr. Pollock also reported that he completed a field visit with ODOT's Public Transportation Advisory Committee (PTAC) in Klamath Falls. He attended the American Public Transportation Association's (APTA) Mobility Summit in Washington D.C. While there, he was able to meet with the staff of three representatives from Oregon. He attended APTA's annual planning meeting with the Small Operations Committee as the Vice-Chair. Next year, he will chair the committee and with that will have a seat on the Executive Committee. He will be on vacation in August and David Trimble will serve as the General Manager Pro Tempore.

K. BOARD OF DIRECTORS REPORTS

6:49 PM

Board members reported on citizen communications, committee and meeting participation, and on special projects they were involved in as a representative of the District; both verbally and in writing.

President Krebs announced that there will be some service changes coming on September 4 at Chemeketa Community College and in South Salem on Route #11.



Director Lincoln reported that the SKATS Policy Committee approved a letter to the District that clarified the intent of several funding streams, awarded in separate cycles of the Transportation Improvement Program (TIP) to the District, was to be an integrated system of purchases for the District's ITS (Intelligent Transportation System) upgrades.

Director Rodgers attended the planning session hosted by the North Lancaster Neighborhood Association at Brown Road Park where he had an opportunity to talk about Cherriots.

L. MEETING ADJOURNED

6:58 PM

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Robert Krebs', written over a horizontal line.

Robert Krebs, President