

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

Thursday, April 27, 2017 at 6:30 PM  
Courthouse Square – Senator Hearing Room  
555 Court Street NE, Salem, Oregon 97301

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**AGENDA**

- A. CALL TO ORDER & NOTE OF ATTENDANCE**
- B. PLEDGE OF ALLEGIANCE** – Secretary John Hammill
- C. ANNOUNCEMENTS & CHANGES TO AGENDA**
- D. PRESENTATION – 2017 Western Region Sustainable Fleet Award** presented by Patricia Feeny, Director of Communication
- E. PUBLIC COMMENT** - Each person’s comments are limited to three (3) minutes.
- F. CONSENT CALENDAR**
  - 1. Approval of Minutes [Action]**
    - a. Minutes of the March 23, 2017 Board Meeting ..... **1**
- G. ITEMS DEFERRED FROM THE CONSENT CALENDAR**
- H. ACTION ITEMS**
  - 1.** Approval of Allocation Change to 2017-2019 Biennial STF Funding ..... **7**
  - 2.** Approval of Title VI Equity Analysis for the Cherriots Regional Service Change ... **11**
  - 3.** Approval of Final Evaluation of the Connector Pilot Project and Development of a Fixed Route Proposal ..... **27**
  - 4.** Resolution No. 2017-03 Approval to Authorize Transfer of Bus Shelters to Central Oregon Intergovernmental Council (COIC) Cascade East Transit (CET) **65**
- I. INFORMATION ITEMS**
- J. REPORTS**
  - 1.** Board Member Committee Reports [*Receive and File*] ..... **71**
    - a. Minutes of the April 4, 2017 STF Advisory Committee Meeting ..... **73**
    - b. Minutes of the February 4, 2017 Board Planning Session ..... **81**

**K. BOARD & MANAGEMENT ISSUES**

1. General Manager
2. Board President
3. Board of Directors

**L. ADJOURNMENT**

**SPECIAL ACCOMODATIONS** Those individuals needing special accommodations such as sign or other language interpreters to participate in the Board meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Clerk of the Board at 503-588-2424. Hearing impaired please call Oregon Telecommunications Relay Service, 711.

**NECESIDADES ESPECIALES** Aquellos individuos que necesiten servicios especiales como Interpretes para el lenguaje de señales u otros, para participar en la reunión de la Junta, deben solicitar dichos servicios al menos 48 horas antes de la reunión. Por favor dirigir su solicitud al Secretario de la Junta al 503-588-2424. Las personas sordas por favor llamar al Servicio de Telecomunicaciones de Oregon, 711.

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**Next Regular Board Meeting Date: Thursday, May 25, 2017**

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Cherriots Administration Office ~ 555 Court Street NE, Suite 5230 ~ Salem, OR 97301  
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**Salem Area Mass Transit District  
BOARD OF DIRECTORS**

**March 23, 2017**

**Index of Board Actions**

<b><u>Action</u></b>	<b><u>Page</u></b>
Moved to approve the Consent Calendar: .....	3
1. <u>Minutes</u>	
a. January 26, 2017 Board of Directors meeting and Executive Session	
b. February 23, 2017 Board of Directors meeting	
2. <u>Routine Business</u>	
a. Adopt Resolution No. 2017-02 Bank Signature Card Authorization	
 Moved to appoint Sharon Heuer and Sherena Meager-Osteen to fill the vacancies in Positions #2 and 3, respectively, beginning March 24, 2017 and ending on December 31, 2017; and accept the resignation of Diane Lace who filled Position #6, effective immediately. ....	 4
 Moved to authorize President Krebs to testify on behalf of the Board in support of Senate Bill 10 unless it is amended. ....	 4

Regular Board meetings are video recorded and are available for viewing on the CCTV website at [www.cctvsalem.org](http://www.cctvsalem.org).

Salem Area Mass Transit District  
**BOARD OF DIRECTORS MEETING**  
March 23, 2017  
Courthouse Square – Senator Hearing Room  
555 Court Street NE, Salem, Oregon 97301

**MINUTES**

<b>PRESENT: Board</b>	President Robert Krebs; Directors John Hammill, Marcia Kelley, Jerry Thompson, and Steve Evans <b>ABSENT:</b> Directors Colleen Busch, and Kathy Lincoln,
<b>Staff</b>	Allan Pollock, General Manager; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Lorna Adkins, Marketing Coordinator; Wendy Feth, Accountant; Chris French, Senior Planner; Matt Berggren, Transit Planner II; Melinda Hawes, Receptionist; Linda Galeazzi, Executive Assistant; Ben Fetherston, SAMTD Legal Counsel
<b>Guests</b>	Dale Penn II, SAMTD Legislative Advocate; Tanya DeHart, Chair, STF Advisory Committee; Sharon Heuer, Director, Community Benefit Integration at Salem Health; Doug Rodgers, candidate for Board position representing Subdistrict #4; citizens – Randy Morgan and Mark Knecht

- A. CALL TO ORDER AND NOTE OF ATTENDANCE 6:32 PM**  
President Krebs called the meeting to order and a quorum was present.
- B. PLEDGE OF ALLEGIANCE** led by Director John Hammill
- C. ANNOUNCEMENTS AND CHANGES TO THE AGENDA -**  
President Krebs announced the addition of Action Item No. H.2.b Senate Bill 10. A public hearing on this bill is scheduled for March 29, 2017.
- D. PRESENTATIONS 6:34 PM**
- AdWheel Award:** Patricia Feeny presented the American Public Transportation Association’s (APTA) “AdWheel” Award which the District received for its *Pokemon Go Social Media* Campaign at the 2017 APTA Marketing and Communication Workshop. The winning entries advance to judging for the AdWheel Grand Awards. These awards will be presented at the annual APTA meeting in October. Also in attendance to present the award were committee members, Melinda Hawes, Matt Berggren and Kristian Sorenson.

2. **Community Partnership Award:** Allan Pollock presented the Community Partnership Award which the District received at the Community Jobs luncheon hosted by Garten Services on February 24. Cherriots was recognized for its Transit Host program. The audience watched a video produced by Cherriots called "Blind Skills" while Mr. Pollock explained the partnership with Garten and their "travel host" program.

**E. PUBLIC COMMENT 6:46 PM**

**Randy Morgan (address on file)** Mr. Morgan submitted written testimony asking for help to make Route 12/Hayesville more useful to more people. He offered suggestions for changes to the route to Park and Satter Drive. Staff will review Mr. Morgan's suggestions and respond upon investigation.

**Mark Knecht (address on file)** Mr. Knecht said the bus service needs to expand as the City expands. People with disabilities want weekend service. He has been lobbying for people with disabilities and for veterans. He asked for information on the public hearing for Senate Bill 10 that will be discussed later in the meeting.

**F. CONSENT CALENDAR 6:50 PM**

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

- 3. Minutes**
  - a. January 26, 2017 Board of Directors meeting and Executive Session**
  - b. February 23, 2017 Board of Directors meeting**
- 4. Routine Business**
  - a. Adopt Resolution No. 2017-02 Bank Signature Card Authorization**

**Motion by: Director Jerry Thompson**  
**Second: Director Marcia Kelley**  
**Vote: Motion passed**  
**Absent: Directors Busch and Lincoln**

**G. ITEMS DEFERRED FROM CONSENT CALENDAR - None**

**H ACTION ITEMS**

**1. Appoint Members to the STF Advisory Committee and Accept a Resignation 6:51 PM**

**Staff report:** Pages 17-30 in the agenda

**Presenter:** Tanya DeHart, Chair for the STF Advisory Committee

**Motion:** Moved to appoint Sharon Heuer and Sherena Meager-Osteen to fill the vacancies in Positions #2 and 3, respectively, beginning March 24, 2017 and ending on December 31, 2017; and accept the resignation of Diane Lace who filled Position #6, effective immediately.

**Motion by:** Director John Hammill

**Second:** Director Steve Evans

**Vote:** Motion passed

**Absent:** Directors Busch and Lincoln

## **2. Senate Bill 10**

**6:55 PM**

**Staff report:** A copy of Senate Bill 10 was provided to the Board for their review.

**Presenter:** Allan Pollock, General Manager

**Motion:** Moved to authorize President Krebs to testify on behalf of the Board in support of Senate Bill 10 unless it is amended.

**Motion by:** Director John Hammill

**Second:** The motion was seconded

**Vote:** Motion passed

**Absent:** Directors Busch and Lincoln

The Board's executive committee will meet to finalize the Board's testimony on SB 10 prior to the Public Hearing scheduled for March 29, 2017 at 10:00 a.m. at the Capitol.

### **I. INFORMATION ITEMS - None**

### **J. REPORTS**

**7:02 PM**

#### **1. 2017 Community Attitude and Awareness Survey by Lockwood Research**

**Staff report:** Pages 31-38 of the agenda

**Presenter:** Lorna Adkins, Marketing Coordinator

Board members were apprised of the Community Attitude and Awareness Survey prepared by Lockwood Research from Eugene, Oregon. This was a random telephone survey conducted from January 28 to February 12, 2017 and was a statistically accurate sample for census tract, age, gender, income and primary language. Results from the 400 sample size of respondents indicated that –

- 71% said public transportation was “very Important” to the community. However, they were not familiar with the services Cherrits provides;
- 91% use a personal vehicle for transportation;
- 11% ride Cherrits; and
- Weekend service was highly favored.
- 82% would use Google or Cherrits website for information; and Customer Service was an important resource.

- 12% familiar with Cherrits follow on social media

The survey fulfills one of the District's strategic priorities and will be used for the District's future service planning and communication strategy.

**Direction:** Board members recommended that the charts in the survey be more readable. The numbers were difficult to interpret or make sense of.

## **2. Board Subcommittee Report**

**7:10 PM**

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 pages 39-40 of the agenda.

Minutes of the Board's February 6, 2017 and March 6, 2017 work session, and the February 7, 2017 and March 7, 2017 STF Advisory Committee meetings on pages 41-60 of the agenda were received and filed.

## **BOARD AND MANAGEMENT ISSUES**

### **J.1 General Manager**

**7:16 PM**

Mr. Pollock briefed the Board on the American Public Transportation Association's Legislative Conference he attended with President Krebs on March 11-15, 2017 and on his participation with the Joint Committee of Transportation Preservation and Modernization where they received reports from Topic Area Work Groups.

### **J.2 Board President**

President Krebs reported on his transit-related Board and community service activities since the last board of directors meeting. He spoke about his activities during the APTA Legislative Conference on March 11-15, 2017.

### **J.3 Board of Directors**

**7:24 PM**

Board members gave 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.

Director Thompson said he is scheduled to have surgery next week.

Director Evans spoke about a bus he saw in his travels with a trolley wrap that he thought was quaint; and suggested that the District do something similar.

Director Hammill said his term as Director representing Subdistrict #4 ends June 30, 2017. He did not file as a candidate for a second term because he is not able to sufficiently do the things he used to do. He feels the two candidates running for his position are excellent choices to serve on the Board. He introduced Doug Rodgers, from the audience; who had been on the Board previously. He also knows Patrick Schwab, a member of the Willamette Chapter of the American Council for the Blind.

Congratulations were extended to Chris Hoy who was sworn in as the City of Salem's newest city councilor representing Ward 6.

**L. Meeting Adjourned**

**7:30 PM**

Respectfully submitted,

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Robert Krebs, President



**MEMO TO: BOARD OF DIRECTORS**

**FROM: TANYA DEHART, CHAIR  
SPECIAL TRANSPORTATION FUND (STF) ADVISORY COMMITTEE  
STEVE DICKEY, DIRECTOR OF TRANSPORTATION DEVELOPMENT**

**THRU: ALLAN POLLOCK, GENERAL MANAGER**

**SUBJECT: APPROVAL OF ALLOCATION CHANGE TO 2017-19 BIENNIAL STF  
FUNDING**

**Issue**

Shall the Board approve a change to the 2017-19 biennial STF funding allocation?

**Background and Findings**

On February 23, 2017, the Board approved the 2017-2019 applications for STF, Section 5310 (ODOT) and Section 5310 (FTA) grants as recommended by the Special Transportation Fund (STF) Advisory Committee. Due to a 17% reduction in STF revenue, cuts to all of the requested amounts had been made for this biennium.

Salem Health submitted a proposal and was awarded \$20,000 for their project to help fund a transportation coordinator who works with patients to find public transportation or taxi rides (funded by the Salem Health Foundation) to their medical appointments. The project was originally funded with the knowledge that it was a pilot project and not an ongoing sustainable funding source for the hospital. For that reason and because of the 17% reduction in STF funds, the project received a low ranking and a lower funding level for the biennium.

On April 4, 2017, Salem Health advised the STF Advisory Committee that they do not have the remaining funding for their project; and as a result, are not be able to use the STF funds allocated to the project.

Table 1 below shows the original recommendation and project ranking for the STF projects approved at the February 23, 2017 Board meeting.



Table 1. 2017-19 STF Application Priority Ranking

<b>Rank</b>	<b>Applicant Name</b>	<b>Project Description</b>	<b>Applicant Requested Grant Amount</b>	<b>STF Agency Recommended Grant Amount</b>
<b>1</b>	SAMTD	Admin, contingency, transportation services operations, Federal Grant Match	\$1,489,898	\$1,479,898
<b>2</b>	City of Woodburn	Replacement vehicle, Transit Operations	\$476,489	\$400,000
<b>3</b>	City of Silverton	Silver Trolley operations, 5311 match	\$40,000	\$33,000
<b>4</b>	West Valley Foundation	Connections Van operations	\$61,484	\$45,000
<b>5</b>	Salem Health	Medical Transportation Coordinator	\$82,335	\$20,000
<b>6</b>	Partnerships in Community Living	Vehicle Purchase	\$54,216	\$ -

The STF Advisory Committee is responsible to recommend to the Board a reassignment of the \$20,000. The STF Advisory Committee's (STFAC) recommendation is to follow this original priority ranking developed in January as part of the Technical Advisory Committee process. This ranking put Salem Area Mass Transit District (SAMTD) at the top of the ranking list for operations of CARTS, RED Line, and CherryLift. The City of Woodburn was given second priority. The Committee feels that it is appropriate to follow this original priority ranking when re-assigning the \$20,000 from Salem Health. Therefore, the amounts shown in bold in Table 2 reflect the addition of \$10,000 to SAMTD and \$10,000 to the City of Woodburn. If approved, this would bring the SAMTD project amount up to the original request and narrow the gap in funding for Woodburn Transit.

Table 2. Revised Recommendation Amounts for STF Projects

<b>Applicant</b>	<b>Grant</b>	<b>Description</b>	<b>Requested Amount</b>	<b>Recommended Amount</b>
SAMTD	STF	Operations (CARTS, CherryLift, RED Line), grant match and contingency	\$ 1,489,898	<b>\$ 1,489,898</b>
City of Woodburn	STF	Woodburn Transit System Services and replacement vehicle	\$ 476,489	<b>\$ 410,000</b>
City of Silverton	STF	Silver Trolley, 5311 Match	\$ 40,000	\$ 33,000
Salem Health West Valley Foundation	STF	Connections Van providing medical transportation	\$ 61,484	\$ 45,000
Salem Health	STF	Salem Health Medical Transportation Coordinator	\$ 82,335	<b>\$ -</b>
Partnerships in Community Living	STF	New Vehicle Purchase for Disability Supports and Services	\$ 54,216	\$ -
<b>Total 2017-19 Marion-Polk Counties STF Allocation</b>				<b>\$ 1,977,898</b>

**Fiscal Impacts**

As shown in Table 2, the net positive fiscal impacts for SAMTD and the City of Woodburn are \$10,000 each for the two-year period (July 1, 2017 – June 30, 2019) and a corresponding reduction to Salem Health.

**Recommendation**

The STF Advisory Committee (STFAC) recommends the Board follow the original priority ranking developed in January as part of the Technical Advisory Committee process; and that the Board revise the original allocation of 2017-2019 STF program funds with the amounts shown in Table 2; and direct the General Manager to submit a revised application for 2017-19 STF funds to the ODOT Rail and Public Transit Division.

**Proposed Motion**

**I move the Board the Board revise its original funding allocation of the 2017-2019 STF program funds with the amounts shown in Table 2; and direct the General Manager to submit a revised application for 2017-19 STF funds to the ODOT Rail and Public Transit Division.**

**MEMO TO: BOARD OF DIRECTORS**

**FROM: TED STONECLIFFE, TRANSIT PLANNER II, PROGRAMS  
STEVE DICKEY, DIRECTOR OF TRANSPORTATION DEVELOPMENT**

**THRU: ALLAN POLLOCK, GENERAL MANAGER**

**SUBJECT: APPROVAL OF CHERRIOTS REGIONAL TITLE VI EQUITY ANALYSIS**

**Issue**

Shall the Board approve the Title VI Equity Analysis for the Cherriots Regional service changes to go into effect May 8, 2017?

**Background and Findings**

Salem Area Mass Transit District (SAMTD) currently operates Cherriots local fixed-route buses in Salem and Keizer, as well as the CARTS regional system, which has eight demand-responsive services. CARTS Routes 10, 20, 30, 40, and 50 are deviated-fixed routes that travel from Salem to outlying communities of Marion, Polk, and Linn Counties. CARTS 25 and 45 are flex routes, and CARTS 35 is a dial-a-ride zone. Through the approval of the Cherriots Regional service changes, the Board has authorized the discontinuation of CARTS 25 and 35 with the May 8, 2017 service changes. The approved plan also converts CARTS 10, 20, 30, 40, and 50 to express routes, no longer allowing flag stops and route deviations. These new routes will be renumbered Routes 10X, 20X, 30X, 40X, and 50X to clearly indicate their express nature. CARTS 45 will continue to operate as a demand-responsive service in Dallas, Monmouth, and Independence, and rebranded as "Polk County Flex." All these services, as well as the current Cherriots Routes 1X and 2X, will be advertised under the new Cherriots Regional brand.

**FTA Circular 4702.1B**

Chapter IV of FTA Circular 4702.1B applies only to transit providers who provide fixed-route transportation. For providers that provide both fixed-route and demand-responsive services like SAMTD the reporting requirements only apply to the fixed-route service (4-1). Because Cherriots operates fixed-routes, the District is required to develop systemwide standards and polices. Additionally, because we operate 50 or more fixed-route vehicles in peak service and are located in a UZA of 200,000 or more, we are required to collect and report data, evaluate service and fare changes, and monitor transit service for those fixed routes (4-1). The Circular does not make exceptions for a system like CARTS even though it is funded separately than the Cherriots service and it operates as a purchased service (an external contractor operates it).

At this time, all CARTS routes fall under the category of “demand-responsive.” This will change with our planned service change on May 8, 2017. We will be shifting resources from the deviated-fixed routes to commuter express routes, and commuter express routes fall under the classification of “fixed route.”

SAMTD is required to develop and submit a Title VI program that complies with the requirements of Chapter IV every three years (4-3). That program must set service standards and policies for each route type for all fixed routes (4-4). In our case, we operate local fixed-route bus service, commuter express bus service (Routes 1X and 2X), and an argument could be made that local express service (Route 15X) could fall under a third category. However, we do not set policies by service type in our current program. Instead, we have one set of policies for all fixed routes.

### **SAMTD Title VI Program**

The current SAMTD Title VI Program requires an equity analysis when there is a Major Service Change, which we define as “25 percent or more of the number of transit route miles, or; 25 percent or more of the number of transit vehicle revenue hours, computed on a daily basis for the day of the week on which the change is made, or; a new transit route is established.”

Neither FTA Circular 4702.1B nor the SAMTD Program seem to anticipate the idea of a demand-responsive service converting to a fixed-route service. This means the discontinuations of CARTS 10, 20, 25, 30, 35, 40, and 50 do not need to be evaluated since they are all demand-responsive services. The new Routes 10X, 20X, 30X, 40X, and 50X are all newly established fixed routes. Although the establishment of each of these routes qualifies as a “Major Service Change,” the revenue hours and revenue miles on these new routes comes at no expense to other fixed-route service. Therefore, there are no adverse effects, and as a result no potential disparate impacts nor disproportionate burdens.

There is no requirement for us to hold a public hearing because our program only requires a public hearing be held in the case of a service decrease, and there is no decrease to any fixed-route services.

### **Fiscal Impacts**

None. The Cherrriots regional service change is included in the current FY2017 adopted budget.

**Recommendation**

Staff recommends the Board approve the Title VI Equity Analysis in Attachment A for the Cherriots Regional service changes to go into effect May 8, 2017.

**Proposed Motion**

**I move the Board approve the Title VI Equity Analysis in Attachment A for the Cherriots Regional service changes to go into effect May 8, 2017.**

# Cherriots Regional Title VI Equity Analysis

April 27, 2017





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# 1. Background

Salem Area Mass Transit District (SAMTD) currently operates Cherriots local fixed-route buses and Cherriots 1X and 2X regional express routes. Additionally, SAMTD operates the CARTS regional system, which is funded entirely by one state grant, two federal grants, and passenger fares. The three grants are: Oregon's Special Transportation Fund (for seniors, people with disabilities and low-income individuals), the federal Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) and federal Section 5311 (Formula Grants for Rural Areas) programs. CARTS currently has eight demand-responsive services. CARTS Routes 10, 20, 30, 40, and 50 are deviated-fixed routes. CARTS 25 and 45 are flex routes, and CARTS 35 is a dial-a-ride zone.

In July 2015, SAMTD hired Jarrett Walker and Associates (JWA) to evaluate the CARTS network. JWA completed the Regional Transit Plan in February 2016. The proposal includes removing most of the demand-responsive service currently operating and replace it with regional express routes, much like the 1X and 2X that SAMTD already operates. SAMTD staff then took JWA's recommendations and developed draft maps and schedules, which were presented to the public in September and October 2016. Outreach included staff attending 12 events, riding the CARTS buses, and conducting online and social media outreach. Based on feedback from riders and the community, SAMTD modified the proposal and presented it to the Cherriots Board of Directors on January 26, 2017 for approval.

As part of this service redesign effort, SAMTD is also rebranding its services. The CARTS routes, as well as Cherriots Routes 1X and 2X, will all fall under the new Cherriots Regional brand.

## 2. Equity Analysis

As a recipient of Federal financial assistance, SAMTD must ensure that service changes – both increases and reductions – comply with Title VI of the Civil Rights Act of 1964, which states:

“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The FTA has provided specific implementing guidelines and regulations for complying with Title VI in Circular 4702.1B (“Circular”). Due to the interrelated nature of race/ethnicity and income, the Circular instructs transit agencies to consider impacts on low-income populations as well as minority populations; the assessment of potential Title VI issues related to service changes is completed through a service equity analysis.

## 3. SAMTD Title VI Compliance

In the spring of 2014, SAMTD updated its Title VI program. The program outlines agency policies, definitions, and procedures for complying with Title VI and performing equity analyses. This includes the agency’s Major Service Change, Adverse Effects, Disparate Impact, and Disproportionate Burden policies.

### 3.1. Major Service Change Policy

All changes in service meeting the definition of Major Service Change are subject to a Title VI Equity Analysis. A Major Service Change is defined as:

1. Either a reduction or an expansion in service of:
  - a. 25 percent or more of the number of transit route miles, or;
  - b. 25 percent or more of the number of transit vehicle revenue hours, computed on a daily basis for the day of the week on which the change is made, or;
2. A new transit route is established.
3. If changes in service on a route to be effective at more than one date within any fiscal year would equal or exceed 1(a) and/or 1(b) above, the changes in

total will be considered a Major Service Change, and a Disparate Impact Analysis will be completed in advance of action on the proposed change.

## 3.2. Adverse Effects Definition

Adverse effects of Major Service Changes are defined as a decrease in the level of transit service (span in days and/or hours, and/or frequency) and/or decreased access to transit service defined as an increase of the access distance to beyond one-quarter mile of bus stops served by less than 4 buses per hour in peak service periods or one-half mile for bus stops served by 4 or more buses per hour in peak service periods.

## 3.3. Disparate Impact Policy

Testing for Disparate Impact evaluates effects on minority riders or populations as compared to non-minority riders or populations. "Minority" is defined as all persons who identify as being part of a racial/ethnic group besides white, non-Hispanic.

### 3.3.1. Disparate Impact Definition

1. A Major Service Change to a route will be considered to have a disparate impact if condition a, b, and either condition c or d below is found to be true:
  - a. The percentage of impacted minority population in the service area of the route exceeds the percentage of minority population of the SAMTD District as a whole, and;
  - b. If the percentage of impacted minority population differs from the percentage of impacted non-minority population by more than 20 percent, the overall impact of changes will be considered disparate.
  - c. In the event of service reductions, the service change has an adverse effect on the minority population in the service area of the route.
  - d. In the event of service additions, the addition is linked to other service changes that have adverse effects on the minority population in the service area of the route, or; the service addition on the subject route is linked with a service change(s) on other route(s) that have adverse effects on the minority population in the service area of that route or routes.

## 3.4. Disproportionate Burden Policy

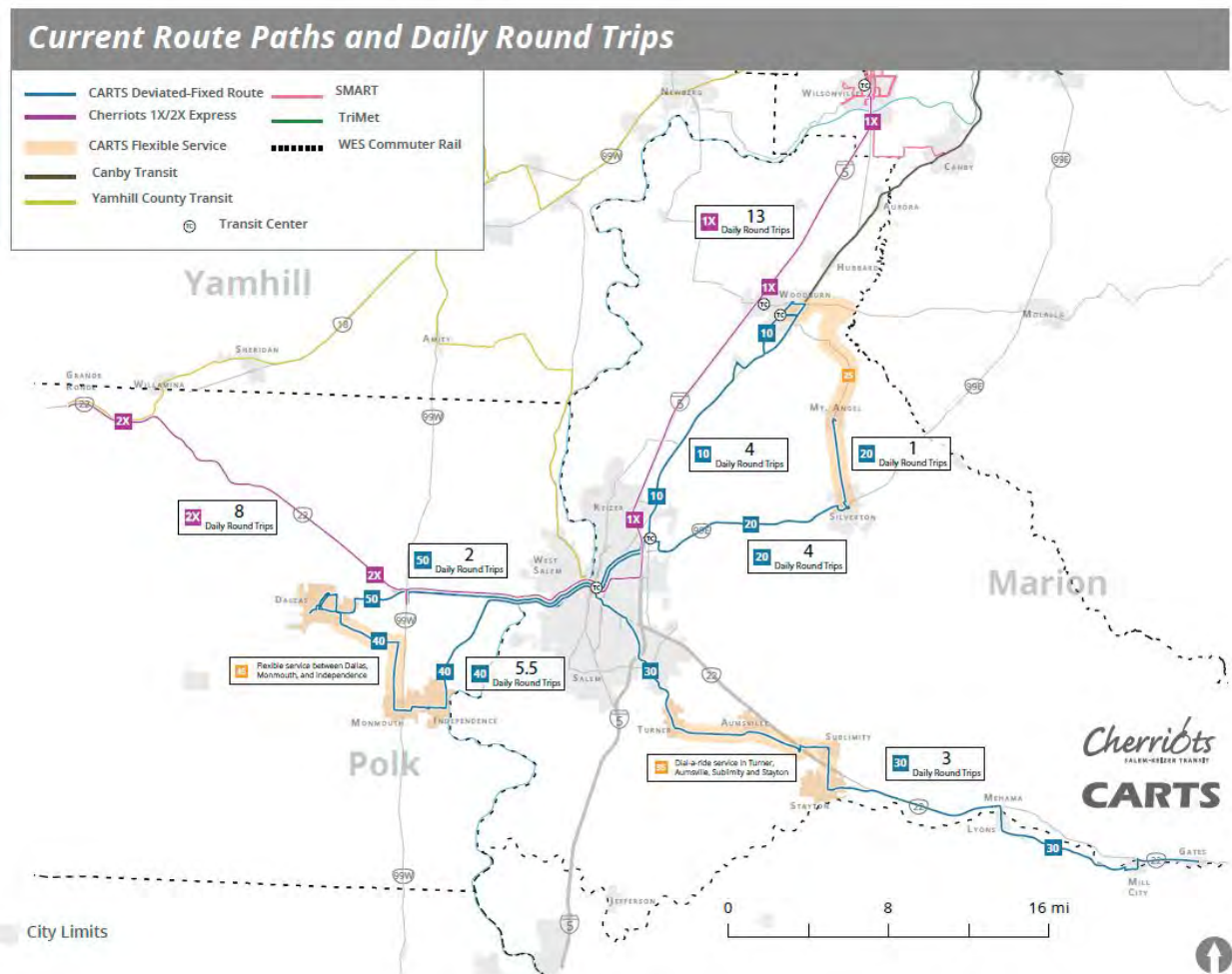
Testing for a Disproportionate Burden evaluates potential effects on low-income riders or populations, defined as riders or populations at or below 100% of the federal poverty level.

### 3.4.1. Disproportionate Burden Definition\*

1. A Major Service Change to a route will be considered to have a disproportional burden if condition a, b, and either condition c or d below is found to be true:
  - a. The percentage of impacted low-income population in the service area of the route exceeds the percentage of low-income population of the SAMTD District as a whole, and;
  - b. If the percentage of impacted low-income population differs from the percentage of impacted non-low income population by more than 35 percent, the overall impact of changes will be considered disproportional.
  - c. In the event of service reductions, the service change has an adverse effect on the low-income population in the service area of the route.
  - d. In the event of service additions, the addition is linked to other service changes that have adverse effects on the low-income population in the service area of the route, or; the service addition on the subject route is linked with a service change(s) on other route(s) that have adverse effects on the low-income population in the service area of that route or routes.

## 4. Current CARTS Service

CARTS currently has eight demand-responsive services. CARTS 10, 20, 30, 40, and 50 are deviated-fixed routes. CARTS 25 and 45 are flex routes, and CARTS 35 is a dial-a-ride zone.



The current CARTS system is difficult for many riders to use because they do not know when the bus will arrive at their stop, and when it will arrive at their destination. This makes it challenging to transfer to other routes, and to get to work, school or appointments on time. The reason CARTS buses are somewhat unpredictable is because people are allowed to request the bus leave its route and pick them up at their homes if they live near the route. Although these trip requests are helpful for people who cannot or do not want to walk to a bus stop, they make the bus schedule unreliable for other riders.

## 5. Regional Transit Planning Project

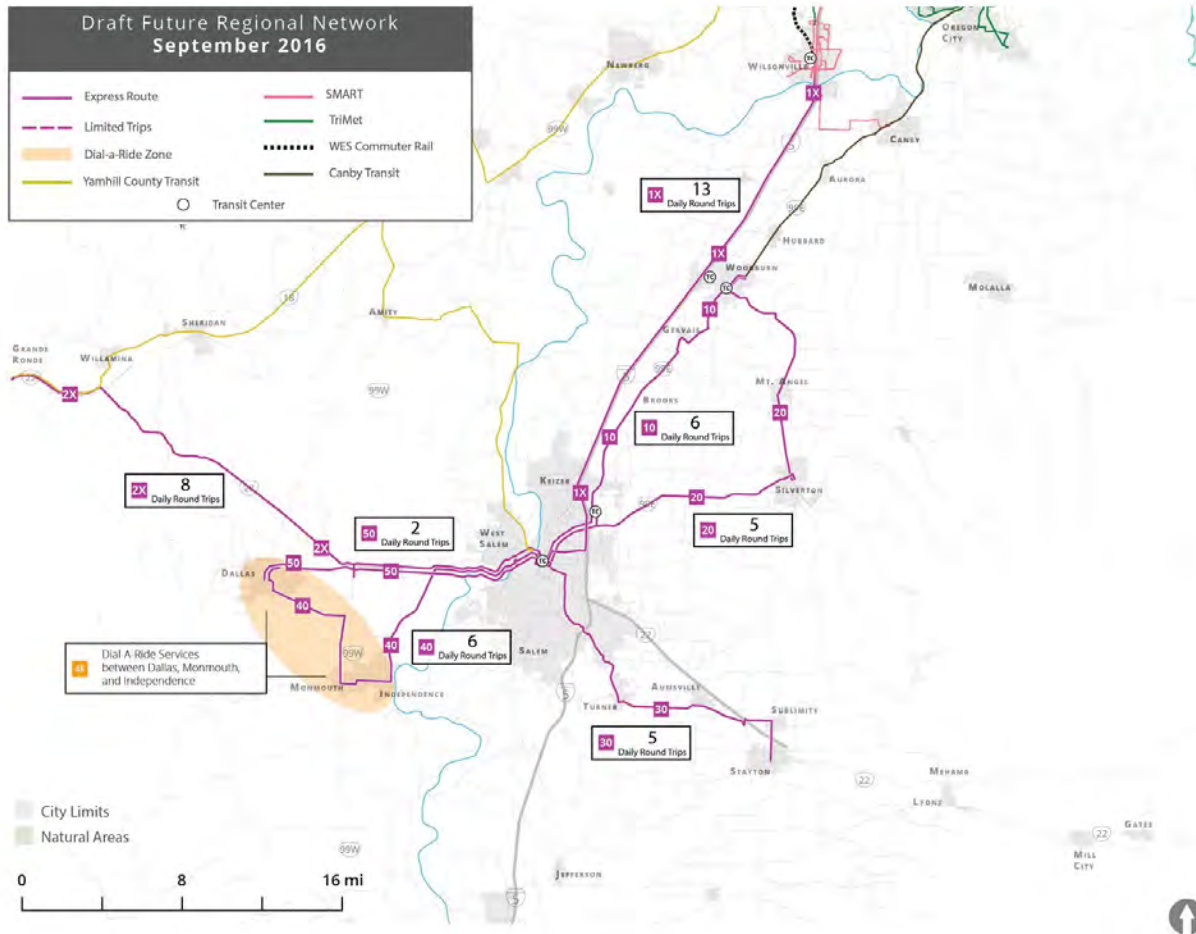
Jarrett Walker and Associates (JWA) was hired in July 2015 to perform the Regional Transit Planning Project, which included an analysis of CARTS, 1X, and 2X existing services, and a recommendation for changes to some or all of the services.

The purpose of the project was to increase ridership, maximize efficiency, and improve the usefulness of public transportation services throughout Marion and Polk Counties. JWA's final report recommended significant service changes that would address the desires of project stakeholders and the public, and optimize the regional network in two future scenarios: one with a cost-neutral approach, and one that would only be possible with twenty-five percent greater funding.

Numerous public meetings occurred where the findings of the existing conditions reports were presented and stakeholders were polled about how they envision the transit system for the future. Following the stakeholder workshop held in Keizer, JWA and staff held meetings with various city staff and elected officials in November and December 2015 and a map with recommendations was presented.

## 6. Initial Staff Plan

Below are the service changes proposed to the public in September and October 2016. With the exception of CARTS 45 Polk County Flex (dial-a-ride), the proposal had all demand-responsive service replaced with commuter express routes.



The initial draft plan was released to the public on cherriots.org on Sept. 1, 2016. In order to get the word out about the proposal, staff completed six weeks of public outreach for the draft plan in September and October of 2016, which included attending 12 events (most held in the outlying cities of Marion and Polk Counties), riding the CARTS buses, and conducting online and social media outreach. As shown in Table 1 below, staff made about 1,650 public contacts and received more than 375 written comments during that time.



**Table 1: Public Contacts and Written Comments Received During Outreach**

<b>Date</b>	<b>Event Location</b>	<b>Number of Contacts Made</b>	<b>Number of Written Comments Collected</b>
9/10	Saturday Markets in Aumsville, Dallas, Independence	60	16
9/10	Woodburn Fiesta de Salud (Spanish)	60	5
9/14	Canyon Collaborative meeting	15	9
9/20	Elected officials meeting, Stayton	24	7
9/24	Silverton Community Aid Resource Day	31	20
9/26	Chemeketa Community College	51	19
9/26	KWIP Radio Show (Spanish)	100†	1
9/27	Woodburn Bi-Mart table	32	19
9/29	Table at CARTS bays (Downtown Transit Center)	92	63
10/13	Mill City Arts Center and Radio Show (KYAC)	60	20
9/12 - 10/20	Onboard Buses (Routes 10, 20, 30, 40 and 50)	81	75
9/7 - 10/20	Online (email, English and Spanish Facebook posts, Twitter)	1,032	79
9/7 - 10/20	Hard copy letters	17	17
9/7 - 10/20	Miscellaneous	14	27
	<b>Totals</b>	<b>1,669*</b>	<b>376</b>

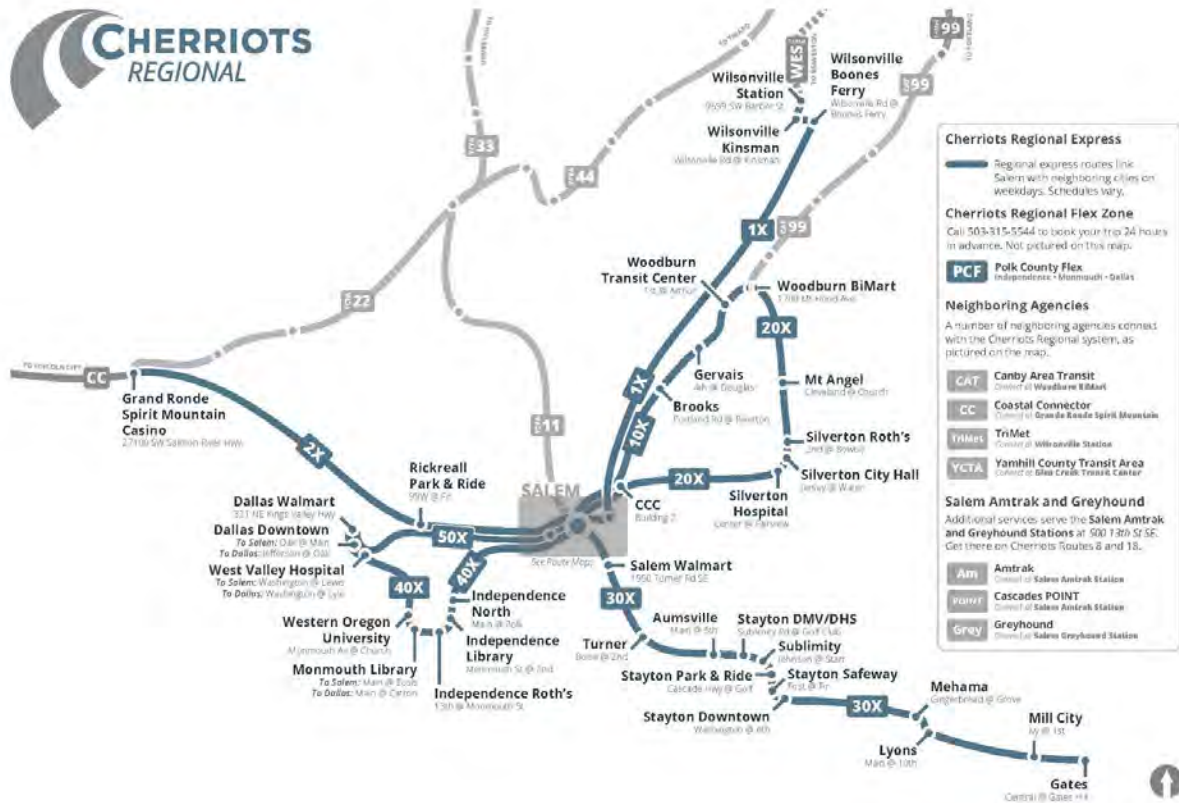
\*Total unique contacts (some people could have been included via multiple avenues and an attempt was made to exclude duplicates in this count)

†Estimate based on listener-base during radio shows

Two unique aspects of this outreach were the geographic diversity it represented and the effort to reach both current riders and potential future riders. The events were advertised via social media, event-specific websites, cherriots.org and announcements on the CARTS buses.

# 7. Revised Staff Plan

Since the conclusion of the initial outreach, Planning staff have revised the proposed schedules, routing and stops for each route to respond to feedback. The revised plan addressed public concerns by modifying trip times and restoring service between Stayon and Gates in the east Santiam Canyon.



The revised plan was presented to and approved by the Cherriots Board of Directors at the January 26, 2017 Board meeting.

## 8. Analysis

### 8.1 Major Service Change Test

The current SAMTD Title VI program requires an equity analysis when there is a Major Service Change, which the program defines as “25 percent or more of the number of transit route miles, or; 25 percent or more of the number of transit vehicle revenue hours, computed on a daily basis for the day of the week on which the change is made, or; A new transit route is established.”

Neither FTA Circular 4702.1B nor our program anticipate the idea of a demand-responsive service being converted into a fixed-route service. This means the discontinuations of CARTS 10, 20, 25, 30, 35, 40, and 50 do not need to be evaluated since they are all demand-responsive services. The new Routes 10X, 20X, 30X, 40X, and 50X are all newly established fixed routes.

The establishment of each of these routes qualifies as a “Major Service Change.”

### 8.2 Disparate Impact Analysis

In the case of service additions, the SAMTD Title VI Program would only find a disparate impact if “the addition is linked to other service changes that have adverse effects on the minority population in the service area of the route, or; the service addition on the subject route is linked with a service change(s) on other route(s) that have adverse effects on the minority population in the service area of that route or routes.”

The revenue hours and revenue miles on these new routes come at no expense to any other fixed-route service. Therefore, there are no adverse effects, and as a result no potential disparate impact on minority populations from the creation of the new routes.

### 8.3 Disproportionate Burden Analysis

SAMTD has a similar policy for conducting the disproportionate burden analysis. In the case of service additions, the SAMTD Title VI program would only find a disparate impact if "the addition is linked to other service changes that have adverse effects on the low-income population in the service area of the route, or; the service addition on the subject route is linked with a service change(s) on other route(s) that have adverse effects on the low-income population in the service area of that route or routes."

As stated before, the revenue hours and revenue miles on these new routes come at no expense to any other fixed-route service. Therefore, there are no adverse effects, and as a result no potential disproportionate burden on low-income populations from the creation of the new routes.

### 8.4 Public Hearing

SAMTD has no requirement for a public hearing in the case of service increases, which this service change is.

## 9. Summary and Discussion

Given the available data and established methodology, implementing the changes to the current regional network appears to benefit protected populations equitably. The District therefore finds no Disparate Impact or Disproportionate Burden associated with the Cherriot's Regional service change.

**MEMO TO: BOARD OF DIRECTORS**

**FROM: MATT BERGGREN, TRANSIT PLANNER II  
STEVE DICKEY, DIRECTOR OF TRANSPORTATION DEVELOPMENT**

**THRU: ALLAN POLLOCK, GENERAL MANAGER**

**SUBJECT: ACCEPT THE WEST SALEM CONNECTOR PILOT FINAL EVALUATION  
AND CLOSE THE PILOT PROJECT PERIOD**

**Issue**

Shall the Board accept the evaluation results of the Connector Pilot Project and officially close the pilot project period. During the transition period, extend the operation of the West Salem Connector through the end of December 2017 to allow staff the time to further develop a fixed-route replacement, work with the community, and implement the replacement on January 2, 2018?

**Background and Findings**

The West Salem Connector is an on-demand transit service, which began operation on June 1, 2015 as a one year pilot project. On June 23, 2016 the Board of Directors extended that pilot through May 2017 in order to allow staff more time to work on improving the service and building ridership.

When staff designed the West Salem Connector, there were a number of reasons why staff believed the service would be better than the former Routes 22 and 23 it was replacing. Ways in which the Connector is better than those routes are as follows:

- **Pickup and drop-off points are closer to riders' homes**  
This means less walking for riders. This is especially helpful in West Salem with its hilly terrain and disconnected street network.
- **The schedules are based on rider demand**  
Instead of riders' schedules having to revolve around the schedule of the bus, riders can help influence the bus's schedule. For those who are able to book a trip around the time they want, this is much better than infrequent service arriving every two hours in the midday.
- **Buses only run when neighbors request them**  
Now less empty buses are driving around. If your neighbors never book a trip on the

Connector, you'll likely never see it at all.

- **Service was extended south to Eola Drive**

This restored service to a part of West Salem that hadn't had bus service since 2009, giving more people access to transit.

- **Smaller vehicles are more neighborhood-friendly**

Smaller buses are less obtrusive, quieter, and pollute less. Their seating capacity also better matched the ridership potential of the neighborhood, which leads to buses that are better utilized.

- **Riders can easily transfer to frequent, 15-minute bus service to downtown Salem**

Before the Connector, Route 25 ran between Glen Creek Transit Center and the Downtown Transit Center only once an hour, and former Routes 22 and 23 weren't timed to connect with that route. Now Route 17 runs every 15 minutes until 7 p.m., and then every 30 minutes until 9 p.m., making it easier to transfer to get downtown.

Throughout the pilot, staff have continued to make improvements to the Connector and monitor ridership. Ridership has continued to increase in the second year of operations, the Connector consistently gets positive feedback from those who respond to rider surveys, and riders have expressed appreciation for having pickup and drop-off points close to their homes and being able to make their own schedules. However, there are a number of challenges and restraints that come with operating the Connector service. These include:

- **Riders find it difficult to book a trip when the schedule is full**

This issue sometimes leads to trip denials and leaves residents unable to book a trip. Riders who have standing reservations or who book further in advance are given priority, making it challenging for new riders to get into the system, and equally challenging for those who haven't planned far in advance. Additionally there is a conflict between riders trying to get from Glen Creek Transit Center to West Salem High school and riders trying to get from other places in West Salem to Glen Creek Transit Center in the morning.

- **There's more uncertainty about when riders will get picked up and dropped off**

Riders don't know if the schedule will be booked up for the time period they're wanting to travel. Additionally, riders have a 10 minute pickup window, which is larger than the 5 minute pickup window for fixed-route riders. And finally, the amount of time riders will spend on the bus will vary based on how many other pickups and drop-offs there are along the way. This makes it difficult to determine when the riders

should plan their trips because it is difficult for them to know when they will get to their destination or to their next bus to make a transfer.

- **Ridership, and therefore efficiency, has an upper limit**

With the inherent constraints of one active vehicle, the number of total riders that can be picked up and dropped off is limited. Even if the services gets more popular, without additional vehicles and additional revenue, ridership will always have a low upper limit.

- **When labor costs are consistent, the cost per boarding is higher than that of comparable fixed routes**

With a contractor the cost per boarding of the Connector is comparable to the former Routes 22 and 23, due to the difference in labor costs. However, if the Connector became a permanent service and the district chose to not use contractors to operate the service the cost would be higher per trip. At current ridership levels, this would balloon the cost per boarding to nearly \$30 per trip.

- **There are barriers to booking a trip for those without technology**

The district has worked to compensate for lack of technology by allowing riders to call in to book a trip and by allowing for walk-ons at the Glen Creek Transit Center for return trips. However, those without cell phones still have a challenge booking a trip, and Cherrriots Customer Service is only open Monday through Friday from 6:15 a.m. to 8:45 p.m.

Additionally, allowing walk-ons at the transit center causes most of the uncertainty in the Connector schedule, as it is difficult to predict how many people will walk on in any given hour. Allowing a walk-on when the schedules is full can have a cascade effect that delays everyone's pickups throughout the zone.

As part of the analysis process, using the resources it would require to run the Connector service without using a contractor, staff explored the feasibility of deploying fixed-route service in a manner that would solve the issues with the Connector, and also meet the goals of the Connector. After exploring multiple alternatives, staff believe this is possible.

## CONNECTOR REPLACEMENT PROPOSAL



Route 16 would be rerouted to form a one-way loop on Wallace, Brush College, Doaks Ferry, and Orchard Heights. This route would continue to travel to the Downtown Transit Center, giving more people in West Salem direct access to downtown Salem once an hour. This could be done without adding additional revenue hours to Route 16.

The revenue hours from the Connector would be used to run two new routes: Route 26 and 27. Each would be 30-minute loops (including layover) based out of the Glen Creek Transit Center. One vehicle would be used between the two routes, so each would operate once an hour.

Route 26 would form a one-way loop on Glen Creek Road, Titan Drive, and Orchard Heights Road. Although both Route 16 and 26 would run only once an hour, they would be offset by 30 minutes to provide 30-minute service on Orchard Heights east of Doaks



Ferry. Students at West Salem High School would be able to walk to a reestablished stop on Orchard Heights at Doaks Ferry to access this 30-minute service.

Route 27 would form a one-way loop on Glen Creek Road, Burley Hill Drive, Eola Drive, and through the Edgewater Street corridor back to Glen Creek Transit Center. This would help maintain coverage south of Glen Creek Road and would provide better access to Safeway and other places in the retail and services in the corridor. Route 27 would run once an hour, Routes 26 and 27 would be offset by 30 minutes to provide 30-minute service on Glen Creek Road east of Burley Hill Drive.

Although Routes 26 and 27 would not travel to downtown Salem, they would be timed with Route 17 to create a seamless transfer. The routes could be run with either 35-foot buses or small cutaway vehicles like the buses currently in use today on the West Salem Connector.

## How Staff Developed These Proposed Routes



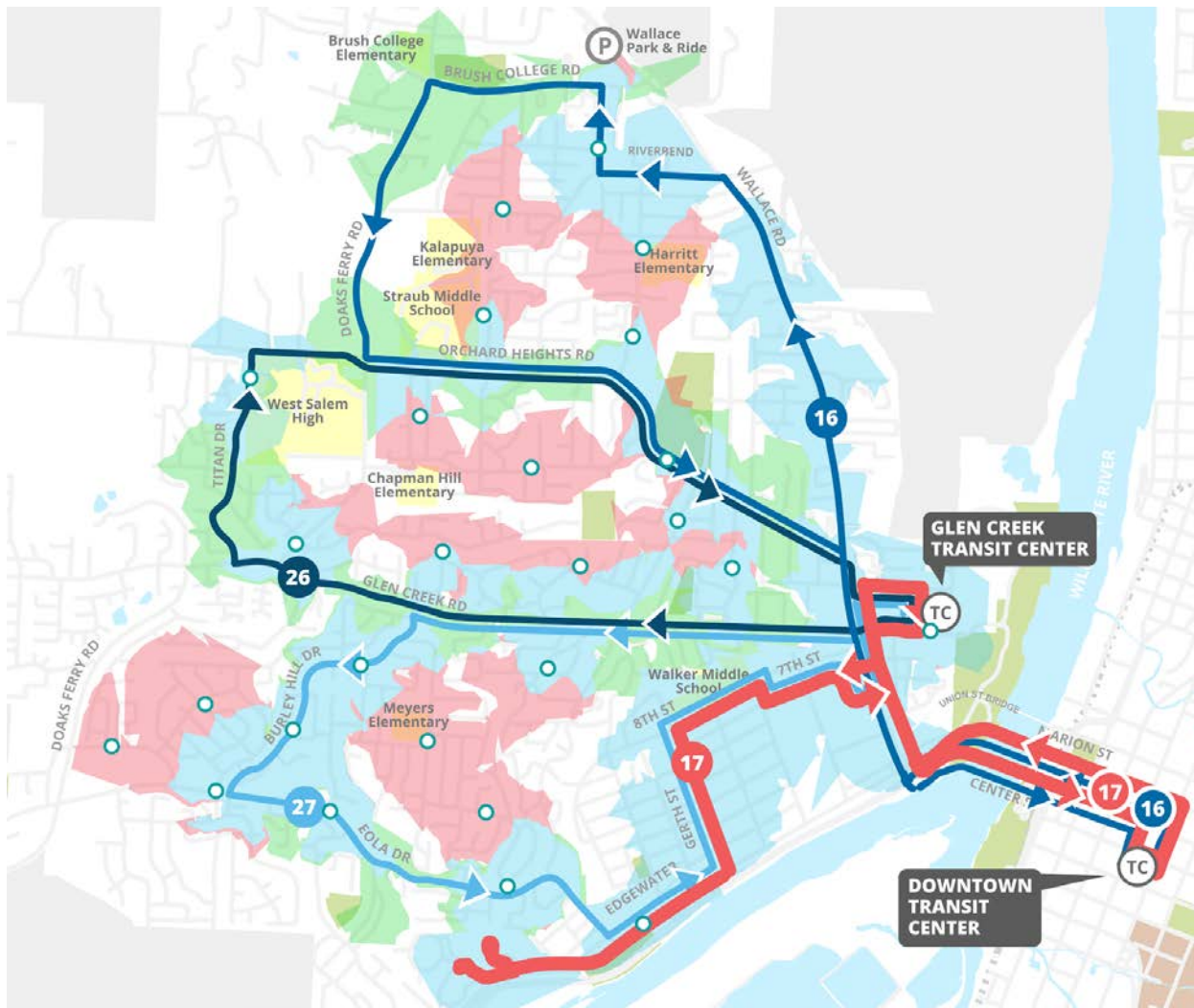
Staff started with the Connector map. The goal was to provide service near as much of the Connector ridership as possible. As part of the analysis staff looked at ridership by Connector point. Staff also made an effort to connect these routes with popular destinations, including West Salem High School, Safeway, and Roth's. Finally staff created as much 30-minute service as possible within resource constraints.

### Impact on Access to Service

The map below shows the impact this change would have on access to service.

- Areas shaded in **red** are places that are currently within a ¼ mile (5 minute walk) of service which would no longer have such close access to the new stops.
- The areas shaded in **blue** are places that would remain with a ¼ mile walk of transit service.
- Areas shaded in **green** are places that are currently not within a ¼ mile walk of transit service, but would be with these proposed routes.

Overall, the area in West Salem with access to transit within a ¼ mile would decrease 7%, from 2.6 square miles to 2.4 square miles.



## **Benefits and Disadvantages of Proposed Changes**

Although fixed routes cannot provide all the benefits of the West Salem Connector, staff believes the option proposed can provide many of the Connector benefits while simultaneously removing the drawbacks of the Connector.

- *Connector Benefit:* **Pickup and drop-off points are closer to riders' homes**  
Bus stops on Routes 16, 26, and 27 would require a little more walking for some riders than the Connector, but others would have to walk shorter distances. Most of West Salem would still be within a ½ mile walk of service.
- *Connector Benefit:* **The schedules are based on rider demand**  
Schedules would no longer be based on rider demand, but service would be every hour all day, with all-day 30 minute service on Glen Creek Road and Orchard Heights Road. This would make it much more likely that the service will work better for riders than the former Routes 22 and 23.
- *Connector Benefit:* **Buses only run when neighbors request them**  
This would not be the case. Buses would still run even if few people were riding. However, if smaller vehicles were used, the buses would be better utilized.
- *Connector Benefit:* **Service was extended south to Eola Drive**  
Service in this area would be maintained by running Route 27 down both Burley Hill and Eola.
- *Connector Benefit:* **Smaller vehicles are more neighborhood-friendly**  
Routes 26 and 27 would not have to use smaller vehicles, but staff could choose to use this as an opportunity to add smaller vehicles to the fixed-route fleet. This would lower the cost of the vehicles used on these routes and they would be more neighborhood-scale.
- *Connector Benefit:* **Riders can easily transfer to frequent, 15-minute bus service to downtown Salem**  
Riders would continue to be able to transfer to Route 17, providing 15-minute bus service across the bridge to downtown Salem.
- *Connector Disadvantage:* **Riders find it difficult to book a trip when the schedule is full**  
This will no longer be a problem. The only limitation to ridership will be if the bus is physically full. If ridership grows that much, larger vehicles could be used for the routes.

- **Connector Disadvantage: There's more uncertainty about when a rider will get picked up and dropped off**

These changes would eliminate most of that uncertainty. Instead of having a 10-minute pickup window, riders would have a scheduled pickup time. Instead of a max-ride time, riders will know (within a few minutes) when they will arrive at their destination.

- **Connector Disadvantage: Ridership, and therefore efficiency, has an upper limit**

These routes would have a much higher potential ridership, as they wouldn't be bound by the geometric and temporal constraints of an on-demand service.

- **Connector Disadvantage: The cost per boarding is higher than that of comparable fixed routes when using in-house operators**

Although the new fixed routes would use in-house operators, the potential ridership is higher. With higher ridership, the cost per boarding would decrease.

- **Connector Disadvantage: There are barriers to booking a trip for those without technology**

These barriers would no longer exist since trip booking would no longer be required.

### **Next Steps**

Staff proposes the district run the Connector until the end of December 2017 while staff finalizes the proposed new routes, get input from riders and the greater West Salem community, and work to implement the changes in January 2018.

### *Proposed Schedule*

- *May 2017* / Proposal Finalization and Materials Development
- *June-July 2017* / Public Involvement
- *August 2017* / Plan Finalization
- *September 2017* / Board Consideration
- *January 2018* / Implementation

### **THE FUTURE OF THE CONNECTOR PROGRAM**

Although the West Salem Connector does not have the ridership to justify the cost of making this a permanent service, that does not mean there isn't a better on-demand model out there to help the district accomplish these goals in the long term.

Since the launch of the West Salem Connector, dozens of similar projects using a number of new software systems have launched across the country. Staff have had

opportunities to share lessons learned with other agencies. This helps other agencies not repeat the same mistakes in developing their programs. In the coming months and years, the district expects to see a lot of development in this rapidly-developing industry.

For the time being, however, staff recommends the district put the Connector program on hold in order to focus efforts on the district's other services at this time. Staff will continue to monitor other on-demand services across the country as potential models for future service options. Staff believes the district's contribution to this industry will pay dividends in the future. In the near future, staff believes the district's priorities should take a step back from development, while continuing to be a resource to help other agencies understand what worked and didn't work with the Connector and why.

### **Financial Impact**

<b><i>CURRENT CONNECTOR MV OPERATORS</i></b>	<b><i>NEW PLANNED SERVICE IN-HOUSE OPERATORS</i></b>	<b><i>COSTS INCREASE</i></b>
\$234,352	\$388,145	<b>\$153,793</b>

There will be a planned increase of spending of \$153,793 a year for the operations and maintenance of the new routes.

### **Recommendation**

Staff recommends that the Board accept the results of the Connector Pilot Project and officially close the pilot project period. During the transition period, extend the operation of the West Salem Connector through the end of December 2017 to allow staff the time to further develop a fixed-route replacement, work with the community, and implement the replacement on January 2, 2018

### **Proposed Motion**

**I move the Board accept the results of the Connector Pilot Project and officially close the pilot project period. During the transition period, extend the operation of the West Salem Connector through the end of December 2017 to allow staff the time to further develop a fixed-route replacement, work with the community, and implement the replacement on January 2, 2018.**

Attachment A.

# **West Salem Connector**

Pilot Project Performance, Alternatives,  
and Evaluation

April 27, 2017

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## Overview

The Connector is a reservation-based, shared-ride transit service which runs Monday through Friday, 5:30 a.m. to 9 p.m. When riders book trips online or by calling, the booking software automatically generates a trip manifest. That information is then relayed to the bus drivers via on-board tablets. Drivers pick up and drop off riders in a 14-passenger cutaway bus on a route that changes every hour based on demand.

The only scheduled element of the system is at Glen Creek Transit Center, where the bus lays over for ten minutes once an hour. This is where riders can transfer to frequent bus service to downtown Salem, as well as walk onto the bus without a reservation.

The Connector was launched as a one-year pilot project on June 1, 2015. The Cherriots Board of Directors then extended the pilot for a second year in June 2016.

This document was created to aid in the final pilot evaluation. Included are the goals of the service, performance targets, and performance measures.

## Purpose

The Connector as a **coverage service** with the primary goal of providing **access to transit for those who need it at the time they need it** in order to connect those riders with Cherriots fixed-route buses.

# Performance

## Coverage and Access

Area Served

**2.4** square miles

*COMPARABLES*

**Former Routes 22 and 23** : 1.8 square miles

Residents within ¼ Mile Buffer

**12,874** people

*Increase of 79%*

*COMPARABLES*

**Former Routes 22 and 23** : 7,164 people

Timespan

**5:30 a.m. to 9:00 p.m.** (12-12:30 p.m. gap)

*A span increase of one hour and 37 minutes*

*COMPARABLES*

**Former Routes 22** : 6:10 a.m. to 7:35 p.m.

**Former Routes 23** : 6:45 a.m. to 8:03 p.m.

## Rider Experience

### Overall Experience

**SOURCE:** WINTER 2016-2017 ONLINE AND PHONE SURVEY

- 55% Very Good
- 32% Good
- 9% Neutral
- 4% Poor
- 0% Very Poor

### Booking Experience

**SOURCE:** WINTER 2016-2017 ONLINE AND PHONE SURVEY

- 55% Very Good
- 18% Good
- 23% Neutral
- 4% Poor
- 0% Very Poor

### Courteousness of Drivers

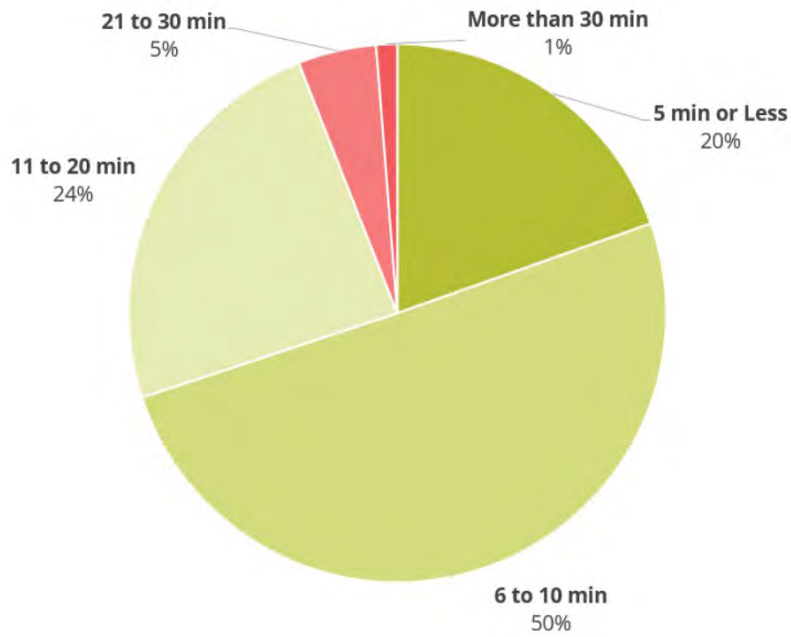
**SOURCE:** WINTER 2016-2017 ONLINE AND PHONE SURVEY

- 68% Very Good
- 30% Good
- 2% Neutral
- 0% Poor
- 0% Very Poor

### On-Time Performance

- 91% On Time
- 9% Late

## Trip Time



## Plan to Ride Again

**SOURCE:** WINTER 2016-2017 ONLINE AND PHONE SURVEY

- **73%** Yes
- **23%** Unsure
- **4%** No

## Recommend to Friends and Neighbors

**SOURCE:** WINTER 2016-2017 ONLINE AND PHONE SURVEY

- **86%** Yes
- **4%** Unsure
- **10%** No

# Ridership

Total Boardings

**13,275** boardings

Average Daily Boardings

Overall

**52** boardings per day

## COMPARABLES

**Former Routes 22 and 23 Segments (FY16) [Ignoring WSHS]:** 48 boardings per day

*Methodology:* Uses numbers from JWA ride check 2016. Number of boardings from discontinued Route 22 and 23 stops (ignoring WSHS) was 24. To be conservative, doubled this number assuming corresponding boardings at Glen Creek Transit Center.

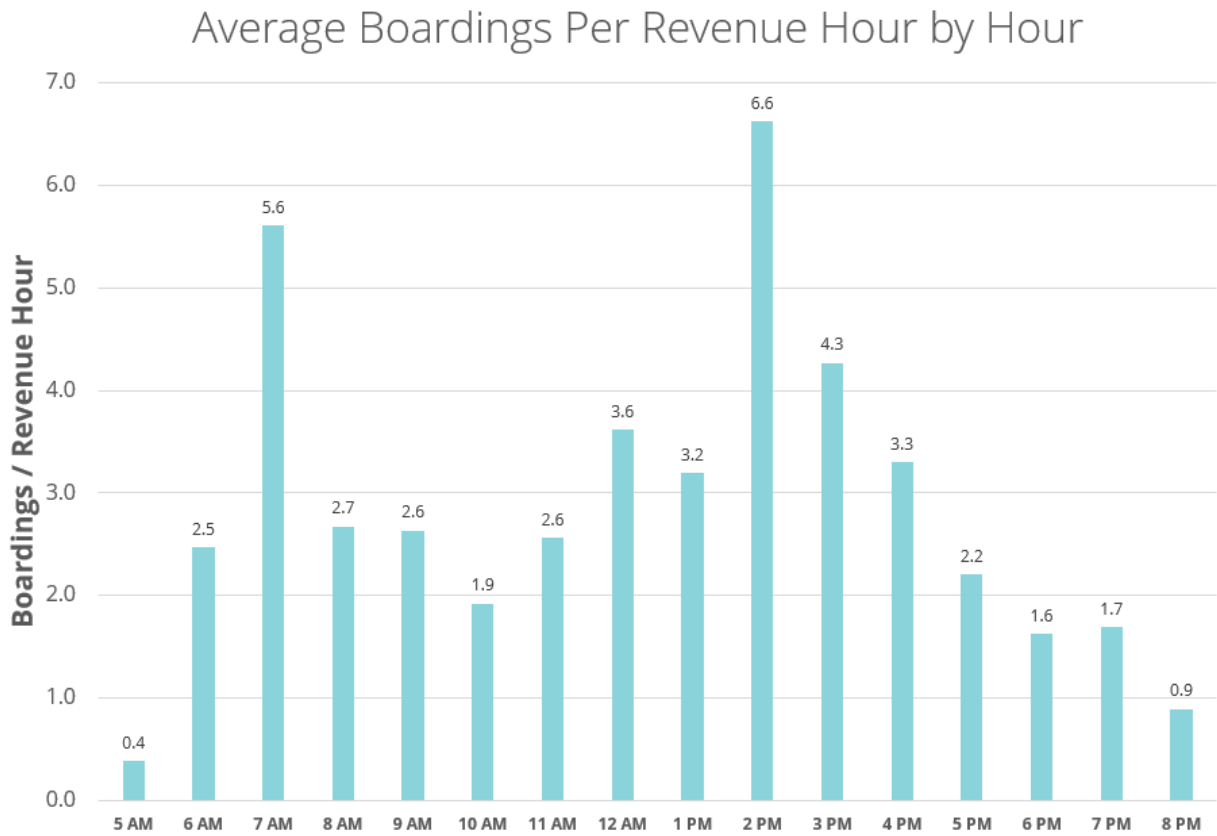
**Former Routes 22 and 23 Segments (FY16) [Including WSHS]:** 86 boardings per day

*Methodology:* Uses numbers from JWA ride check 2016. Number of boardings from discontinued Route 22 and 23 stops (ignoring WSHS) was 24. To be conservative, doubled this number assuming corresponding boardings at Glen Creek Transit Center. Also added the boardings and alightings at WSHS, which was 55, and multiplied by 7/10, the ratio of school days to Cherriots service days. The results was an additional 38 boardings on average, bringing the boardings total up to 86 boardings per day. 28 of those 86 boardings (33%) were taking place between one trip in the morning and one trip in the afternoon.

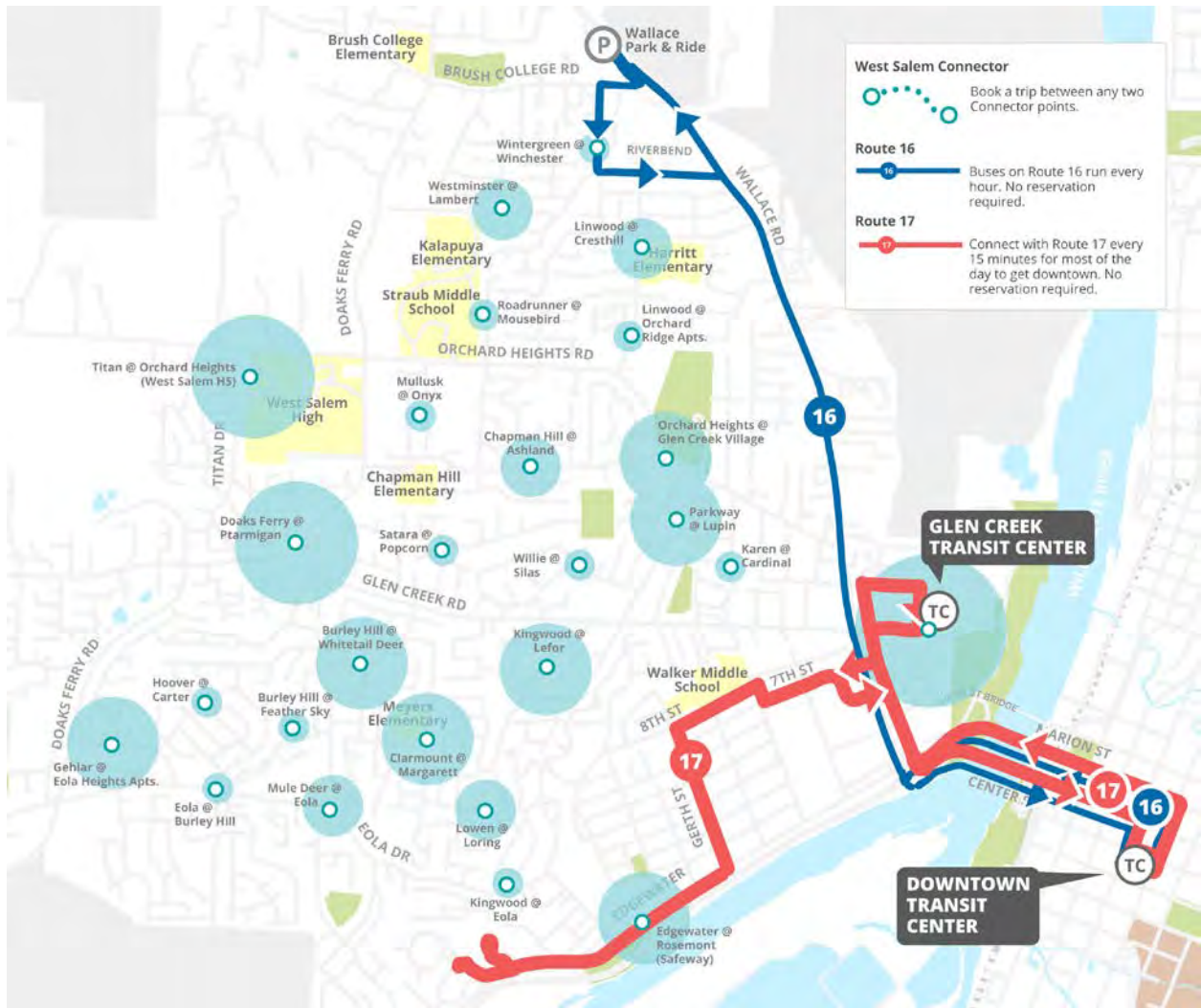
**Table 1.** Connector Boardings Per Hour Over Time

	J	F	M	A	M	J	J	A	S	O	N	D
2015	—	—	—	—	—	1.3	1.2	1.7	2.8	4.0	3.3	2.3
2016	2.8	3.2	3.1	3.7	4.0	3.2	3.0	3.4	4.1	3.5	3.4	2.6
2017	3.8	4.1	3.8	—	—	—	—	—	—	—	—	—
Change	+36%	+28%	+23%	N/A	N/A	+146%	+150%	+100%	+46%	-12%	+3%	+13%

By Hour



# Average Pickup and Drop-off Point Activity



<b>Pickup and Drop-off Point</b>	<b>Avg Ons + Offs / Day</b>
<i>Glen Creek TC (Connect with Rt. 17)</i>	44.6
<i>Titan @ Orchard Heights (West Salem HS)</i>	11.4
<i>Doaks Ferry @ Ptarmigan</i>	8.2
<i>Burley Hill @ Whitetail Deer</i>	4.9
<i>Orchard Heights @ Glen Creek Village</i>	4.8
<i>Edgewater @ Safeway</i>	4.5
<i>Gehlar @ Eola Heights Apts.</i>	3.6
<i>Clarmount @ Margaret</i>	3.2
<i>Kingwood @ Lefor</i>	2.8
<i>Parkway @ Lupin</i>	2.7
<i>Mule Deer @ Eola</i>	1.7
<i>Lowen @ Loring</i>	1.5
<i>Chapman Hill @ Ashland</i>	1.3
<i>Linwood @ Cresthill</i>	1.2
<i>Westminster @ Lambert</i>	1.1
<i>Roadrunner @ Mousebird</i>	0.8
<i>Linwood @ Orchard Ridge Apts.</i>	0.8
<i>Mullusk @ Onyx</i>	0.8
<i>Wintergreen @ Winchester</i>	0.8
<i>Willie &amp; Silas</i>	0.7
<i>Karen @ Cardinal</i>	0.6
<i>Burley Hill @ Feather Sky</i>	0.6
<i>Hoover @ Carter</i>	0.5
<i>Satara @ Popcorn</i>	0.5
<i>Eola @ Burley Hill</i>	0.4
<i>Kingwood @ Eola</i>	0.3



## Costs

### Operational Costs

**SOURCE:** ACCUFUND, ESTIMATES (February 1, 2016 through January 30, 2017)

<b>Operating Expenses</b>	
Customer Service (Estimate)*	\$10,231
Software	\$15,600
Verizon	\$960
MV Transportation	\$171,094
Misc	\$383
<i>Subtotal</i>	<i>\$198,268</i>
<b>Maintenance Expenses</b>	
Employees	\$14,850
Towing	\$425
Fuel	\$10,212
Replacement Parts	\$8,822
Other	\$1,775
<i>Subtotal</i>	<i>\$36,084</i>
<i>Total</i>	<i>\$234,352</i>

\*Estimated based on 30 calls a day at 2 minutes per call, and a fully burdened rate of \$40.12 per hour.

## One-Time Costs

Marketing Campaign (Jun-Dec 2016)	\$25,902
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## Efficiency

### Boardings Per Revenue Hour

**3.5** boardings per revenue hour

#### COMPARABLES

**Former Routes 22 and 23 Segments (FY16) [Excluding WSHS]\*:** 5.8 boardings per rev. Hour

**Former Routes 22 and 23 Segments (FY16) [Including WSHS]\*:** 10.4 boardings per rev. hour

**Current Route 12 (FY16):** 8.4 boardings per revenue hour

**Current Route 14 (FY16):** 6.7 boardings per revenue hour

**RED Line Dial-a-Ride (FY16):** 1.7 boardings per revenue hour

**RED Line Shopper Shuttle (FY16):** 2.3 boardings per revenue hour

\* Assumes 8.3 daily revenue hours and 48 daily boardings.

### Cost Per Ride

**\$17.65** per ride

#### COMPARABLES

**Former Routes 22 and 23 Segments (FY16) [Excluding WSHS]\*:** \$16.83 per ride

**Former Routes 22 and 23 Segments (FY16) [Including WSHS]\*\*:** \$9.40 per ride

**Current Route 12 (FY16)\*\*\*:** \$12.00 per ride

**Current Route 14 (FY16)\*\*\*:** \$15.64 per ride

\* Assumes 8.3 daily revenue hours, 84.7 daily revenue miles, and 48 daily boardings.

\*\* Assumes 8.3 daily revenue hours, 84.7 daily revenue miles, and 86 daily boardings.

\*\*\* Assumes \$78.49 per revenue hour and \$1.85 per revenue mile.

# Use

## Reservation Source

**SOURCE:** DEMANDTRANS

- **43%** Call In
- **32%** Online
- **25%** Walk On

## Percent of Riders Traveling to or from Glen Creek Transit Center

**SOURCE:** DEMANDTRANS

- **85%** of all trips

## Percent of Riders Transferring to Cherriots

**SOURCE:** DECEMBER 2016 ONLINE SURVEY

- **67%** All trips
- **24%** Some Trips
- **9%** None

## Purpose of Trip

DECEMBER 2016 ONLINE SURVEY

- **54%** Going to/from work
- **42%** Other family/personal errands
- **33%** School/church
- **27%** Shopping
- **21%** Social and recreational
- **12%** Work-related business
- **12%** Other

# Alternatives

## Overview

Planning has developed a total of three scenarios (with a number of scenario options) for the future of transit service in the hills of West Salem. Scenarios include options to remove, keep, and replace the Connector service, and include pros and cons of each option.

<i>Projected Costs for FY18</i>						
	<b>1: Removal</b>	<b>2: Remain</b>		<b>3: Replace</b>		
	<i>N/A</i>	<i>Contracted</i>	<i>In-House</i>	<i>In-House</i>		
				RTE 16	RTE 25	RTE 16, 26, 27
<i>New 35-Ft (1)</i>		N/A	N/A		\$865,277	\$865,277
<i>New Cutaways (2)</i>	\$0	\$418,800	\$560,945	\$0	\$538,077	\$538,077
<i>New Vans (2)</i>		\$373,200	\$515,345		\$492,477	\$492,477

*Note:* Costs for the Replace scenarios don't include the cost of installing new bus stops and bringing them up to ADA standards.

## Scenario 1: Removal

The Connector would be removed and not replaced.

<b>PROS</b>	<b>CONS</b>
<ul style="list-style-type: none"> <li>● Less cost to the District</li> <li>● Increased overall system efficiency</li> </ul>	<ul style="list-style-type: none"> <li>● Reducing coverage and access for 12,874 people, many of whom pay property tax</li> <li>● Political considerations</li> <li>● Abandoning current riders (404 unique riders in 2016)</li> <li>● West Salem High School students wouldn't have any public transit</li> </ul>

## Scenario 2: Remain

The Connector would become a permanent service of Cherriots. The service would either be operated by contracted services or in house.

### Up-Front Costs

#### **Option 1: New Cutaways**

New Cutaway = \$72,000 each  
 x2 (Primary and Backup) = \$144,000  
 +20% for Procurement = **\$172,800**

*Seating capacity* = 14

#### **Option 2: New Vans**

New Van = \$53,000 each  
 x2 (Primary and Backup) = \$106,000  
 +20% for Procurement = **\$127,200**

*Seating capacity* = 7-8

### Ongoing Costs

#### **Option 1: Contracted Operations**

Current Cost + 5% = **\$246,000**

#### **Option 2: In-House Operations**

\$78.49\*15 revenue hours\*252 days =  
 \$299,047

\$1.85\*38,762 miles = \$71,710

Software = \$15,600\*1.05 = \$16,380

Verizon = \$960\*1.05 = \$1,008

Estimate = **\$388,145**

*Note:* Assuming ridership remains at 3.5 boardings per hour, moving the service in-house would increase the cost per ride from \$16.83 to \$29.24.

*FY18 Costs for Connector Options*

	<b><i>Contracted</i></b>	<b><i>In-House</i></b>
<b><i>New Cutaways</i></b>	<b>\$418,800</b>	<b>\$560,945</b>
<b><i>New Vans</i></b>	<b>\$373,200</b>	<b>\$515,345</b>

***PROS***

- Most efficient way for the District to provide the most coverage and access to those who need bus service (12,874 people within ¼ mile walk)
- Gives riders more choices about when to ride
- When the bus isn't full, it doesn't run
- Less walking for the riders
- Access to West Salem High School, Roth's, Safeway, and Route 17

***CONS***

- Geometric and temporal limits to how many riders can be served per hour using just one vehicle
- Riders required to book trips in advance
- Bus might be unable to pick riders up at the time they request if the manifest is full
- If run by in-house operators, the cost per trip will increase to much higher than the old Routes 22 and 23 the service replaced

### Scenario 3: Replace

The third scenario is to replace the Connector with a fixed route. Most scenarios with a fixed route will come at the expense of both coverage and access.

#### Scenario 3A: Route 16 Reroute

One option is to reroute Route 16 to serve Brush College, Doaks Ferry, and Orchard Heights. This could likely be done using existing resources, but would result in a severe decrease in coverage and access. It's important to note we had very similar-looking service from 2009 through 2013, residents complained there wasn't enough coverage.



**PROS**

- Less cost to the District
- Direct access to downtown and other parts of Salem for those living around the proposed Route 16 path
- Max on board trip time for all riders will decrease
- Increased certainty about when the bus will arrive
- No reservations required for the riders
- Larger bus to accommodate more ridership
- No need to purchase new buses

**CONS**

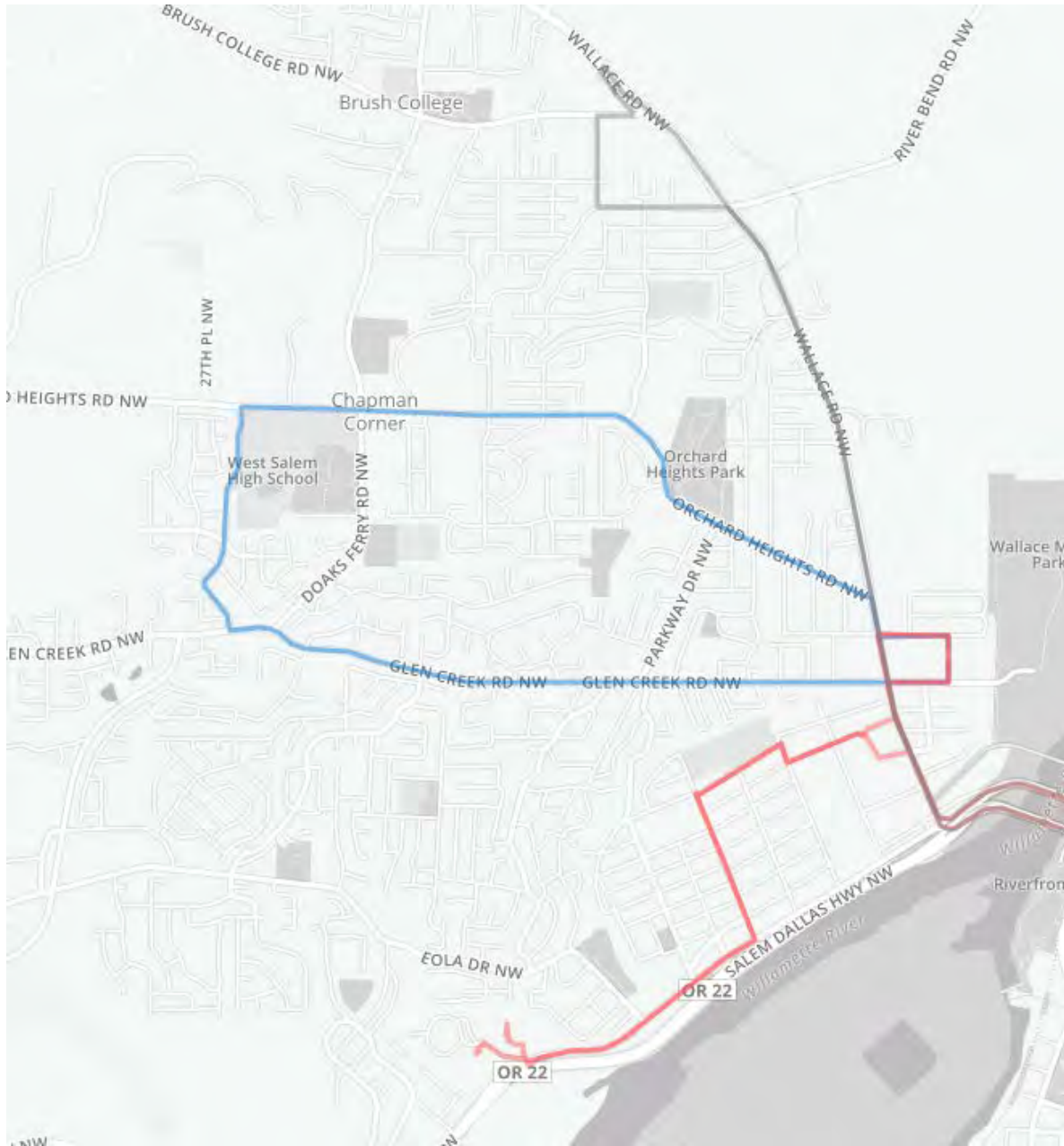
- Reducing coverage and access for many riders in West Salem
- Political considerations
- Walking distance for many riders will increase, in particular for those near Eola Drive
- Although students going to West Salem High School from downtown would no longer have to transfer at GCTC, they would now have a much longer trip on Route 16
- 8 bus stops will need to be established and brought up to ADA standards
- No more direct access to Safeway
- Fixed route has not performed well in this neighborhood in the past



### Scenario 3B: Route 25

Another option is to replace the Connector with a new fixed route (“Route 25”). Here’s an example of a route that could operate every 30 minutes on Glen Creek Rd, Titan, and Orchard Heights. The route would travel clockwise

#### Routes 16, 17, and 25



**PROS**

- Brings certainty to those who can access the service
- More potential for building ridership and increasing efficiency than the Connector
- Provides regular, reliable service between Glen Creek Transit Center and West Salem High School
- Max on board trip time for all riders will decrease
- Increased certainty about when the bus will arrive
- No reservations required for the riders
- Larger bus to accommodate more ridership

**CONS**

- Reducing coverage and access from 12,874 people to 6,665 people
- Walking distance for many riders will increase, in particular for those near Eola Drive
- Median trip time will increase to 11 minutes
- 12 bus stops will need to be established
- No more direct access to Safeway
- Fixed route has not performed well in this neighborhood in the past

**Potential Vehicle Costs**

- One 35-foot buses = \$500,000
- Two cutaways = \$192,000
- Two vans = \$120,000

**Operational Costs**

\$370,757 (assumes 15 revenue hours and equal revenue miles)

$\$78.49 \times 15 \text{ revenue hours} \times 254 \text{ days} = \$299,047$

$\$1.85 \times 35,800 \text{ miles} = \$66,230$

Estimate = **\$365,277**

*FY18 Costs for Route 25*

	<i>In-House</i>
<b>New 35-Foot Bus (1)</b>	<b>\$865,277</b>
<b>New Cutaways (2)</b>	<b>\$538,077</b>
<b>New Vans (2)</b>	<b>\$492,477</b>

*Note:* Costs for these scenarios don't include the cost of installing new bus stops.

### Scenario 3C: Routes 26 and 27, Reroute Route 16

The third option is a hybrid of Scenarios 3A and 3C, with additional coverage to the South on Burley Hill and Eola.

#### Routes 16, 17, 26, and 27



Like in Scenario 3A, Route 16 would be rerouted to form a one-way loop on Wallace, Brush College, Doaks Ferry, and Orchard Heights. This route would continue to travel to the Downtown Transit Center, giving more people in West Salem direct access to downtown Salem.

Like in Scenario 3B, a new route would be created on Glen Creek Road, Titan, and Orchard Heights. However, in this scenario, that thirty-minute route (“Route 26”) would only run once an hour. For the other hour, the bus would travel form a one-way loop on Glen Creek Road, Burley Hill, Eola, and through the Edgewater corridor back to Glen Creek Transit Center. This would help maintain coverage south of Glen Creek Road and would provide better access to Safeway and other places in the retail and services in the corridor.

Although all three routes (16, 26, and 27) would be once an hour, they would be offset to provide 30-minute service on both Orchard Heights and on Glen Creek Road east of Burley Hill.

Routes 26 and 27 could be run with 35-foot buses, or small cutaway vehicles like we use today.

<b>PROS</b>	<b>CONS</b>
<ul style="list-style-type: none"> <li>● Brings certainty to those who can access the service</li> <li>● More potential for building ridership and increasing efficiency than the Connector</li> <li>● Provides regular, reliable service between Glen Creek Transit Center and West Salem High School</li> <li>● Max on board trip time for all riders will decrease</li> <li>● Increased certainty about when the bus will arrive</li> <li>● Direct access to downtown and other parts of Salem for those living around the proposed Route 16 path</li> <li>● Increased coverage for those near Brush College Road</li> <li>● No reservations required for the riders</li> <li>● The option to use larger buses to accommodate more ridership during peak times</li> </ul>	<ul style="list-style-type: none"> <li>● Reducing coverage and access for some riders</li> <li>● Walking distance for many riders will increase</li> <li>● Median trip time will increase to 11 minutes</li> <li>● A few dozen bus stops will need to be established</li> <li>● Fixed route has not performed well in this neighborhood in the past</li> </ul>

**Potential Vehicle Costs**

- One 35-foot buses = \$500,000
- Two cutaways = \$192,000
- Two vans = \$120,000

**Operational Costs**

\$370,757 (assumes 15 revenue hours and equal revenue miles)

\$78.49\*15 revenue hours\*254 days = \$299,047

\$1.85\*35,800 miles = \$66,230

Estimate = **\$365,277**

<i>FY18 Costs for Route 25</i>	
	<i>In-House</i>
<b><i>New 35-Foot Bus (1)</i></b>	<b><i>\$865,277</i></b>
<b><i>New Cutaways (2)</i></b>	<b><i>\$538,077</i></b>
<b><i>New Vans (2)</i></b>	<b><i>\$492,477</i></b>

*Note:* Costs for these scenarios don't include the cost of installing new bus stops.







Brush College Elementary

Wallace Park & Ride

BRUSH COLLEGE RD

RIVERBEND

WALLACE RD

Kalapuya Elementary

Harritt Elementary

Straub Middle School

ORCHARD HEIGHTS RD

DOAKS FERRY RD

West Salem High

Chapman Hill Elementary

16

GLEN CREEK TRANSIT CENTER

26

GLEN CREEK RD

TC

DOAKS FERRY RD

BURLEY HILL DR

Walker Middle School

7TH ST

UNION ST BRIDGE

MARION ST

Meyers Elementary

8TH ST

17

CENTER ST

27

EOLA DR

EDGEWATER

DOWNTOWN TRANSIT CENTER

TC

16

[61]



Brush College Elementary

Wallace Park & Ride

BRUSH COLLEGE RD

RIVERBEND

WALLACE RD

Kalapuya Elementary

Harritt Elementary

Straub Middle School

ORCHARD HEIGHTS RD

West Salem High

Chapman Hill Elementary

GLEN CREEK TRANSIT CENTER

TC

26

GLEN CREEK RD

Walker Middle School

7TH ST

DOAKS FERRY RD

BURLEY HILL DR

Meyers Elementary

27

EOLA DR

8TH ST

17

EDGEWATER

MARION ST

CENTER ST

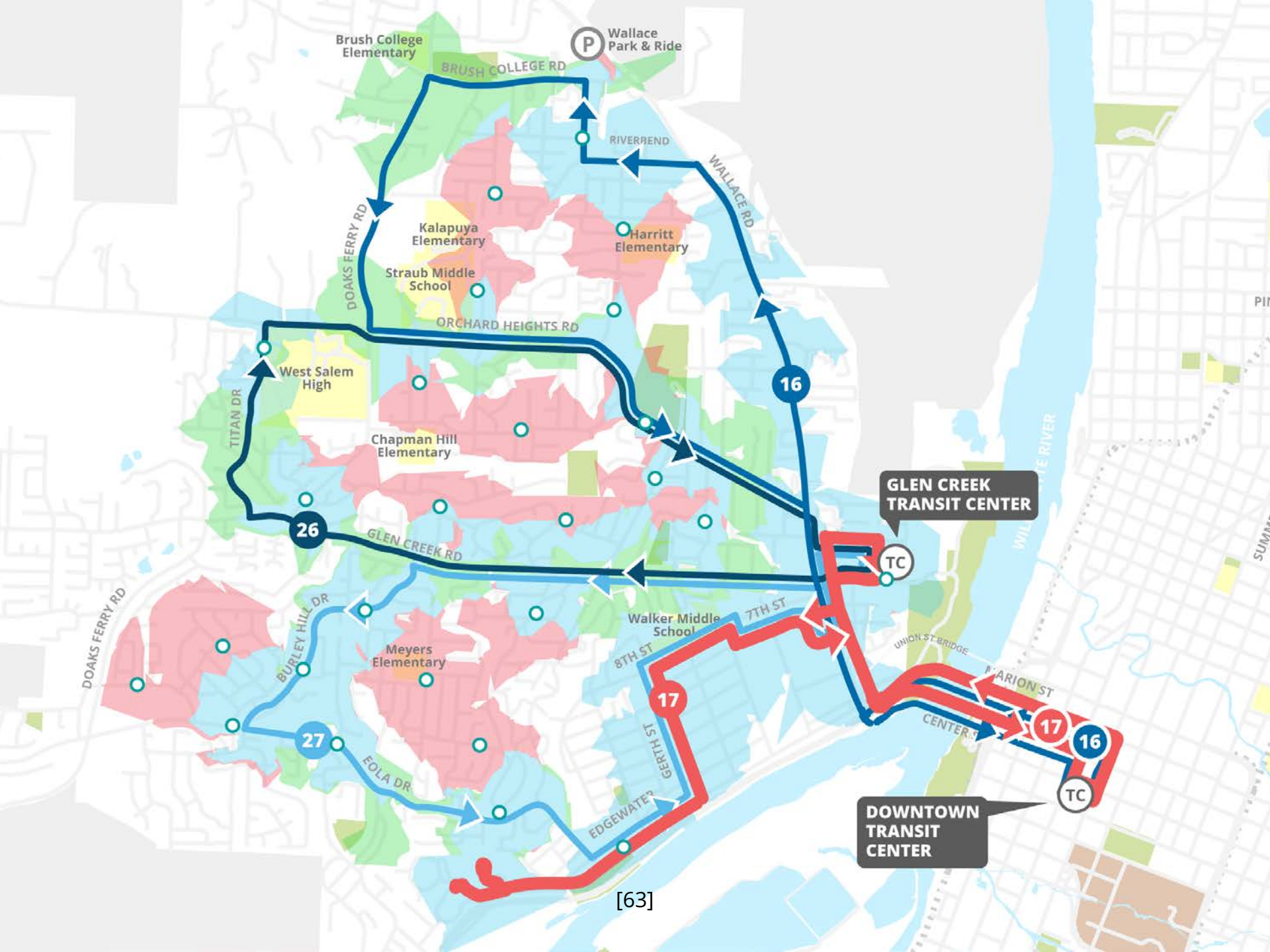
DOWNTOWN TRANSIT CENTER

TC

16

[62]







Brush College Elementary

Wallace Park & Ride (P)

BRUSH COLLEGE RD

RIVERBEND

WALLACE RD

Kalapuya Elementary

Harritt Elementary

Straub Middle School

ORCHARD HEIGHTS RD

16

West Salem High

Chapman Hill Elementary

26

GLEN CREEK RD

GLEN CREEK TRANSIT CENTER (TC)

DOAKS FERRY RD

BURLEY HILL DR

Walker Middle School

7TH ST

Meyers Elementary

27

EOLA DR

8TH ST

17

EDGEWATER

UNION ST BRIDGE

MARION ST

CENTER ST

17

16

DOWNTOWN TRANSIT CENTER (TC)

**MEMO TO: BOARD OF DIRECTORS**

**FROM: DAVID TRIMBLE, CHIEF OPERATING OFFICER**

**THRU: ALLAN POLLOCK, GENERAL MANAGER**

**SUBJECT: TRANSFER OF BUS SHELTERS TO CENTRAL OREGON INTERGOVERNMENTAL COUNCIL (COIC)**

**Issue**

Shall the Board adopt Resolution #2017-03 authorizing the transfer of 22 bus shelters from the inventory of Salem Area Mass Transit District, to the Central Oregon Intergovernmental Council (COIC) to support its Cascades East Transit Program?

**Background and Findings**

As part of the District's *Moving Forward* project, the District received grant funds which were used for the replacement of bus shelters throughout the service area. Because of the replacement activity, SAMTD was left with shelters still within their useful life benchmarks. An inventory list of the shelters to be transferred is detailed in Attachment A.

The District was contacted by COIC regarding their need for shelters throughout their service area. COIC is located at 334 NE Hawthorne Ave, Bend, Oregon 97701. The 22 shelters are divided into two (2) groups of 11 (Lot numbers: #8 and #9). The shelters are "Brasco" brand shelters, and were removed from service in late 2016.

The shelters being transferred are no longer required to maintain service.

**Recommendation**

Staff recommends the Board adopt Resolution #2017-03 authorizing the transfer of (22) bus shelters to Central Oregon Intergovernmental Council (COIC).

**Proposed Motion**

I move the Board adopt Resolution #2017-03 authorizing the transfer of 22 bus shelters to Central Oregon Intergovernmental Council (COIC) to support its Cascades East Transit Program.

SAMTD Shelter Transfer Inventory Detail															
Lot number	Model	Shelter Description	ADA Access (yes/no)	SAMTD Shelter Number	Date Placed in Service	Date Removed From Service	Actual Service Year	Original Invoice price	Total Federal Share	Fed Useful Life (yr)**	Remaining yrs	Remaining % based on yrs	Remaining fed share based on years	Grant Funded	Replacement Cost \$
8	SL508-2LS	5x8 open front domed shelter	Yes	16075	2/28/2005	2/4/2016	10.94	2483	1986.4	15	4.06	0.271	538	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	3160	2/28/2005	4/16/2016	11.14	2483	1986.4	15	3.86	0.258	512	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	2375	2/28/2005	3/23/2016	11.07	2483	1986.4	15	3.93	0.262	520	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	9440	2/28/2005	1/7/2016	10.86	2483	1986.4	15	4.14	0.276	548	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	18340	2/28/2005	2/29/2016	11.01	2483	1986.4	15	3.99	0.266	529	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	1235	2/28/2005	2/29/2016	11.01	2483	1986.4	15	3.99	0.266	529	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	5010	2/28/2005	2/29/2016	11.01	2483	1986.4	15	3.99	0.266	529	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	6170	2/28/2005	6/28/2016	11.34	2483	1986.4	15	3.66	0.244	485	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	1160	2/28/2005	6/30/2016	11.34	2483	1986.4	15	3.66	0.244	484	Yes	3,995
8	SL508-2LS	5x8 open front domed shelter	Yes	9435	2/28/2005	6/30/2016	11.34	2483	1986.4	15	3.66	0.244	484	Yes	3,995
8	SL516-SLSW	shelter w/front windscreen	Yes	2335	2/28/2005	5/11/2016	11.21	4127	3301.6	15	3.79	0.253	835	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	16160	7/30/2007	5/6/2016	8.78	2735	2188	15	6.22	0.415	908	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	16285	7/30/2007	5/5/2016	8.77	2735	2188	15	6.23	0.415	908	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	11365	7/30/2007	5/6/2016	8.78	2735	2188	15	6.22	0.415	908	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	1345	7/30/2007	5/6/2016	8.78	2735	2188	15	6.22	0.415	908	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	2265	7/30/2007	4/12/2016	8.71	2735	2188	15	6.29	0.419	918	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	15185	7/30/2007	3/7/2016	8.61	2735	2188	15	6.39	0.426	932	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	8350	7/30/2007	1/8/2016	8.45	2735	2188	15	6.55	0.437	956	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	1140	7/30/2007	2/24/2016	8.58	2735	2188	15	6.42	0.428	937	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	200261	7/30/2007	8/16/2016	9.05	2735	2188	15	5.95	0.396	867	Yes	3,995
9	SL508-2LS	5x8 open front domed shelter	Yes	1205	7/30/2007	6/30/2016	8.93	2735	2188	15	6.07	0.405	886	Yes	3,995
9	SL516-SLSW	shelter w/front windscreen	Yes	2336	7/30/2007	6/30/2016	8.93	4540	3632	15	6.07	0.405	1,471	Yes	3,995

\*\* Revised in 2016 retro to 1998 based on State of Oregon price agreement correction. [66]



## RESOLUTION # 2017-03

### TRANSFER OF BUS SHELTERS TO CENTRAL OREGON INTERGOVERNMENTAL COUNCIL (COIC)

**WHEREAS**, the Salem Area Mass Transit District, hereafter referred to as "District" pursuant to ORS 267.200 may dispose of real and personal property used for the purpose of mass transit services by the District; and

**WHEREAS**, the District purchased new bus shelters using Federal funds for its *Moving Forward* Project in 2016 that included replacing twenty-two, five-by-eight, "Brasco" brand open-domed bus shelters that had been placed into service in 2005 and 2007. Details of the bus shelters that were replaced are listed in the "SAMTD Shelter Transfer Inventory Detail" records and have remaining Federal interest for use; and

**WHEREAS**, the Central Oregon Intergovernmental Council (COIC), located at 334 NE Hawthorne Avenue, Bend, Oregon 97701, contacted the District regarding their need for bus shelters to support its Cascades East Transit Program; and

**WHEREAS**, COIC was formed by the Council of Governments under ORS 190, and the use to which these shelters will be put is in the public interest; and

**WHEREAS**, The District wishes to transfer ownership of these bus shelters that have remaining Federal interest from the inventory of Salem Area Mass Transit District to COIC for use in Central Oregon; and

**WHEREAS**, the bus shelters to be transferred are no long required to maintain service throughout the District's service area; and were divided equally into Lots #8 and #9; and

**WHEREAS**, COIC has agreed these shelters will be maintained in accordance and in compliance with FTA requirements; and that the transferred shelters will be included in its equipment inventory records; and

**WHEREAS**, the Federal Transit Administration requires agencies under these circumstances to issue a Board resolution to transfer Federal assets.

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

**THAT** the "Brasco" brand bus shelters, in Lot #8, Model No. SL508-2LS, numbered 16075, 3160, 2375, 9440, 18340, 1235, 5010, 6170, 1160, 9435, and Model No. SL516-SLSW

numbered 2335; and "Brasco" bus shelters in Lot #9, Model No. SL508-2LS, numbered 16160, 16285, 11365, 1345, 2265, 15185, 8350, 1140, 200261, 1205, and Model No. SL516-SLSW numbered 2336 shall be transferred to Central Oregon Intergovernmental Council (COIC) with remaining Federal interest from SAMTD; and

**THAT** the bus shelters to be transferred are no long required to maintain service throughout the District's service area; and

**THAT** the use to which these shelters will be put is in the public interest.

**APPROVED AND ADOPTED** by the SAMTD Board of Directors this **27th** day of **April 2017**.

**ATTEST:**

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Robert Krebs, President  
SAMTD Board of Directors

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John Hammill, Secretary  
SAMTD Board of Directors



*Everywhere  
Central Oregon  
Works*

## RESOLUTION #283

### ACCEPTING BUS PASSENGER SHELTERS

A Resolution Approving the Acceptance of Used Bus Passenger Shelters

WHEREAS, the Salem Area Mass Transit District (SAMTD) has offered to give Central Oregon Intergovernmental Council (COIC) twenty two (22) used bus passenger shelters described in the attached documents with remaining Federal interest for use in Central Oregon,

WHEREAS, CET needs these bus passenger shelters as part of its ongoing efforts to upgrade the passenger amenities offered at high demand bus stops,

WHEREAS, these bus passenger shelters were originally purchased by SAMTD using Federal funds and have remaining useful lives according to Federal Transit Administration (FTA) guidelines,

WHEREAS, COIC agrees these shelters will be maintained in accordance and in compliance with FTA requirements and that the transferred shelters will be included in its equipment inventory records,

WHEREAS, the Federal Transit Administration requires agencies under these circumstances to issue a Board resolution to formally accept the transfer of the Federal assets,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Oregon Intergovernmental Council shall accept the transfer of the twenty (22) used bus passenger shelters described in the attached documents with remaining Federal interest from SAMTD.

APPROVED AND ADOPTED by the Central Oregon Intergovernmental Council, on this 2nd day of March, 2017.

Jay Patrick  
Chair

SAMTD Shelter Transfer Inventory Detail													
Lot number	Model	Shelter Description	ADA Access (yes/no)	SAMTD Shelter Number	Date Placed in Service	Date Removed From Service	Actual Service Year	Original Invoice price	Total Federal Share	Fed Useful Life (yr)**	Remaining yrs	Remaining % based on yrs	Remaining fed share based on years
8	SL508-2LS	5x8 open front domed shelter	Yes	16075	2/28/2005	2/4/2016	10.94	\$2,483	\$1,986	15	4.06	0.271	\$538
8	SL508-2LS	5x8 open front domed shelter	Yes	3160	2/28/2005	4/16/2016	11.14	\$2,483	\$1,986	15	3.86	0.258	\$512
8	SL508-2LS	5x8 open front domed shelter	Yes	2375	2/28/2005	3/23/2016	11.07	\$2,483	\$1,986	15	3.93	0.262	\$520
8	SL508-2LS	5x8 open front domed shelter	Yes	9440	2/28/2005	1/7/2016	10.86	\$2,483	\$1,986	15	4.14	0.276	\$548
8	SL508-2LS	5x8 open front domed shelter	Yes	18340	2/28/2005	2/29/2016	11.01	\$2,483	\$1,986	15	3.99	0.266	\$529
8	SL508-2LS	5x8 open front domed shelter	Yes	1235	2/28/2005	2/29/2016	11.01	\$2,483	\$1,986	15	3.99	0.266	\$529
8	SL508-2LS	5x8 open front domed shelter	Yes	5010	2/28/2005	2/29/2016	11.01	\$2,483	\$1,986	15	3.99	0.266	\$529
8	SL508-2LS	5x8 open front domed shelter	Yes	6170	2/28/2005	6/28/2016	11.34	\$2,483	\$1,986	15	3.66	0.244	\$485
8	SL508-2LS	5x8 open front domed shelter	Yes	1160	2/28/2005	6/30/2016	11.34	\$2,483	\$1,986	15	3.66	0.244	\$484
8	SL508-2LS	5x8 open front domed shelter	Yes	9435	2/28/2005	6/30/2016	11.34	\$2,483	\$1,986	15	3.66	0.244	\$484
8	SL516-SLSW	5x16 domed shelter w/front windscreen	Yes	2335	2/28/2005	5/11/2016	11.21	\$4,127	\$3,302	15	3.79	0.253	\$835
9	SL508-2LS	5x8 open front domed shelter	Yes	16160	7/30/2007	5/6/2016	8.78	\$2,735	\$2,188	15	6.22	0.415	\$908
9	SL508-2LS	5x8 open front domed shelter	Yes	16285	7/30/2007	5/5/2016	8.77	\$2,735	\$2,188	15	6.23	0.415	\$908
9	SL508-2LS	5x8 open front domed shelter	Yes	11365	7/30/2007	5/6/2016	8.78	\$2,735	\$2,188	15	6.22	0.415	\$908
9	SL508-2LS	5x8 open front domed shelter	Yes	1345	7/30/2007	5/6/2016	8.78	\$2,735	\$2,188	15	6.22	0.415	\$908
9	SL508-2LS	5x8 open front domed shelter	Yes	2265	7/30/2007	4/12/2016	8.71	\$2,735	\$2,188	15	6.29	0.419	\$918
9	SL508-2LS	5x8 open front domed shelter	Yes	15185	7/30/2007	3/7/2016	8.61	\$2,735	\$2,188	15	6.39	0.426	\$932
9	SL508-2LS	5x8 open front domed shelter	Yes	8350	7/30/2007	1/8/2016	8.45	\$2,735	\$2,188	15	6.55	0.437	\$956
9	SL508-2LS	5x8 open front domed shelter	Yes	1140	7/30/2007	2/24/2016	8.58	\$2,735	\$2,188	15	6.42	0.428	\$937
9	SL508-2LS	5x8 open front domed shelter	Yes	200261	7/30/2007	8/16/2016	9.05	\$2,735	\$2,188	15	5.95	0.396	\$867
9	SL508-2LS	5x8 open front domed shelter	Yes	1205	7/30/2007	6/30/2016	8.93	\$2,735	\$2,188	15	6.07	0.405	\$886
9	SL516-SLSW	5x16 domed shelter w/front windscreen	Yes	2336	7/30/2007	6/30/2016	8.93	\$4,540	\$3,632	15	6.07	0.405	\$1,471

\*\* Revised in 2016 retro to 1998 based on State of Oregon price agreement correction.

\$60,847

\$48,678

\$16,590



**MEMO TO: BOARD OF DIRECTORS**  
**FROM: ALLAN POLLOCK, GENERAL MANAGER**  
**SUBJECT: BOARD MEMBER COMMITTEE REPORT**

**Issue**

Shall the Board report on their committee participation and meetings attended?

**Background and Findings**

Board members are appointed to local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises. After these meetings, public hearings, or other activities attended by individual members on behalf of SAMTD, time will be scheduled for an oral report/update. The following activities have designated board member representation:

<b><u>Board/Committee</u></b>	<b><u>Director(s)</u></b>
Special Transportation Fund Advisory Committee (STFAC)	Director Hammill Alternate: Director Thompson
Mid-Willamette Area Commission on Transportation (MWACT)	Director Kelley Alternate: Director Lincoln
Mid-Willamette Valley Council of Governments (MWVCOG)	Director Thompson Alternate: President Krebs
Salem-Keizer Area Transportation Study Policy Committee (SKATS)	President Krebs Alternate: Director Busch
Oregon Metropolitan Planning Organization Consortium (OMPOC)	President Krebs Alternate: Director Busch

**Financial Impact**

None

**Recommendation**

Receive and File

**Proposed Motion**

None



**Salem Area Mass Transit District  
Special Transportation Fund Advisory Committee  
Tuesday, April 4, 2017  
Courthouse Square - Senator Hearing Room  
555 Court St NE, Salem, Oregon 97301**

**A. CALL TO ORDER & NOTE OF ATTENDANCE:**

Tanya DeHart called the meeting to order at 3:02 p.m. with a quorum present.

**MEMBERS PRESENT:**

Tanya DeHart, Chair; Marja Byers; Jean Sherbeck; Sherena Meager-Osteen; Sharon Heuer

**MEMBERS ABSENT:**

Ron Harding, Vice Chair; Emily Broussard

**STAFF:**

Ted Stonecliffe, Transit Planner II, Programs; SueAnn Coffin, Contracted Transportation Manager; Steve Dickey, Director of Transportation Development; Allan Pollock, General Manager; Chris French, Senior Planner; Jeremy Jorstad, Transit Planner I; Jolynn Franke, Administrative Assistant, Transportation Development

**SAMTD BOARD LIAISON:**

John Hammill, SAMTD Board of Directors

**PROVIDERS:**

Kathy McClaskey, City of Woodburn

**GUESTS:**

Erick Lutz, Social Worker, Kaiser Permanente; Shane McDaniel, Social Worker, Kaiser Permanente

**B. PUBLIC COMMENT:**

Erik Lutz and Shane McDaniel are both Social Workers with Kaiser Permanente and work with diverse groups, but especially seniors. Erik and Shane often encounter a lack of transportation options for seniors

and individuals with disabilities in rural Marion and Polk Counties and came forward to publicly comment on this issue. While some of the larger cities (such as Salem, Keizer, and Woodburn) are able to provide transportation services, other small cities do not offer any robust service that would be able to serve those communities. There have been a number of programs that try to supplement the need, but they are not able to reach the entire community.

Shane and Erik have been trying to find a group of people and/or organizations that would like to help implement a solution; they have contacted and met with some of the local senior centers who agree that a solution to this problem is needed. An ideal solution would be a door-to-door service similar to what the Dial-a-Ride service the City of Woodburn currently operates, or like the CherryLift and RED Line programs offered by Cherriots. However, Kaiser Permanente is not able to take ownership of this type of solution, nor have they found a group or organization that would be. The purpose of their public comment today is to get the conversation started and to spread the word that they are actively looking for a group or organization that would be willing to own a solution to the lack of transportation options for seniors and individuals with disabilities in all rural areas of Marion and Polk Counties, not only for Kaiser Permanente clients.

### **C. ANNOUNCEMENTS:**

1. Tanya DeHart announced that the Salem Area Mass Transit District Board of Directors (the Board) has approved the applications for two new members of the Special Transportation Fund Advisory Committee (STFAC). Tanya welcomed the new members, Sherena Meager-Osteen and Sharon Heuer, on behalf of the STFAC.

As per the STFAC bylaws, Sherena and Sharon will fill two currently vacant terms through December 31, 2017 and their official first terms will begin on January 1, 2018. They will each be eligible for re-appointment for another two terms after the completion of their first term. Each term is two calendar years.

Sharon is a representative of a provider of services (Salem Health) and, therefore, is a non-voting member of the STFAC as per the bylaws. Sherena is a sight impaired individual and will represent individuals with disabilities in Marion County.

2. Ted Stonecliffe announced the hiring of a new member of the Cherriots Planning Department. Jeremy Jorstad is the new Transit Planner I, a position that was left vacant when Matt Berggren was promoted to Transit Planner II. Ted introduced Jeremy to the STFAC.

#### **D. APPROVAL OF MEETING MINUTES – March 7, 2017**

**Marja Byers motioned to approve the March 7, 2017 STFAC meeting minutes as written. Jean Sherbeck seconded the motion and the motion passed unanimously among voting members.**

#### **E. ACTION ITEMS:**

1. **Make a recommendation to the Board of Directors to re-distribute STF funds as decided by the committee [Tanya DeHart].**

Salem Health had been approved for \$20,000.00 of Special Transportation Fund (STF) dollars by the SAMTD Board of Directors at the February 23, 2017 Board meeting. Salem Health is declining these funds as it is not enough to sustain the transportation coordinator program it was slated for and the Salem Health Foundation is unable to make-up the difference. Instead, Salem Health will work with clinic care managers to coordinate rides for patients as was done before implementing the transportation coordinator program. Salem Health is hopeful that these funds could instead be allocated to fully fund the West Valley Hospital Connections Van driver/coordinator position.

Tanya reviewed the ODOT STF Allocation document which shows the original recommendation for STF funding as ranked by the STFAC in February. Tanya noted that none of the applications were

able to be funded fully due to the limited amount of funds available (17 percent reduction from the 2013-15 biennium).

The City of Woodburn had applied for transit operations and a replacement vehicle. Kathy McClaskey informed the STFAC that if the \$20,000.00 were re-allocated to the City of Woodburn it would likely go towards operations as there may be another grant opportunity for a replacement vehicle coming up soon. The City of Woodburn also received a \$14,900.00 payment from their insurance company when the old vehicle was totaled which will go towards purchasing a new one. The City of Woodburn has already had to eliminate a clerical position as of June 30, 2017, and is no longer using paid drivers to fill in for volunteers on out of town medical trips due to the statewide decrease in available STF funds. Ted Stonecliffe stated that SAMTD will be using General Fund dollars to backfill the shortfall of the amount they requested. The City of Silverton was recommended to be funded at the scaled request amount for Section 5311 match, but this may prevent them from being able to use an outside contractor for preventative maintenance as was suggested to them by ODOT.

Ted clarified that the STFAC has full discretion on their recommendation for funding to the Board and can recommend that the funds be split among more than one recipient. The amount could also be placed into a contingency fund for the next year and reassessed and allocated at that time.

Tanya suggested that the STFAC members could refer back to their original ranking of the applications and split the available \$20,000.00 between the first and second ranked applicants, SAMTD and the City of Woodburn respectively.

**Marja Byers motioned to recommend to the SAMTD Board of Directors that \$10,000.00 of the available \$20,000.00 STF dollars be allocated to SAMTD and the remaining \$10,000.00 be allocated to the City of Woodburn. Sherena Meager-Osteen**

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

**F. DISCUSSION ITEMS:**

**1. Presentation of proposed revisions to the Cherriots Title VI Program policies and discussion of how the new policies affect future decision making [Ted Stonecliffe]:**

Because Cherriots receives funding from the Federal Transit Administration (FTA) it is required that a Title VI Program be developed and followed. The purpose of a Title VI Program is to prevent discrimination based on race, national origin, color, or low-income level. Cherriots Planning staff is currently updating the Title VI Program and policies related to major service changes, disparate impacts to minorities, and disproportionate burdens on low-income populations.

The current Title VI Program policies define a major service change as either an increase or decrease of 25 percent or more in route length or revenue service to the Cherriots urban system. Cherriots Planning staff is proposing to lower the percentage threshold and split revenue service into two categories, span (i.e. hours of operation in a day) and frequency (i.e. the number of buses per hour). The disparate impact policy determines whether a minority group would be unfairly impacted by proposed service changes. The disproportionate burden policy determines whether a low-income group would be unfairly burdened by proposed service changes. The current policy defines low-income at 100 percent of the Federal Poverty Level (FPL), but Cherriots staff is proposing that it be revised to 150 percent FPL. Cherriots staff is also proposing to include the Cherriots Regional service in the policies, rather than just the urban system.

Comments on the proposed revisions from the STFAC include:

- Hours of service per day would be important to consider for commuters, especially those that work later shifts and need to ride the bus home.
- Altering frequency could be considered less impactful than shortening the number of hours of service provided in a day.
- Considering frequency and span separately is a good idea.
- If Cherriots Planning staff were to look at minority and low-income populations independently of the current system, would the system go other places?
  - Increasing the FPL threshold to 150 percent does change which communities show up on the low-income population maps. Falls City, Grand Ronde, Gates and Mill City are all included under this criterion. However, the high cost of providing transportation services in these areas is still prohibitive to all forms of transportation providers.
- Salem Health writes off medical expenses for clients at 200 percent FPL.
- Kaiser Permanente offers a temporary financial assistance program that clients at 300 percent FPL or below can apply for.
- Northwest Senior and Disability Services offers a whole range of services starting at 100 percent FPL and going up.

In addition to service changes, Cherriots will also conduct an equity analysis when considering fare changes. Comments from the STFAC on how to avoid unfairly burdening low-income and minority groups when implementing a fare change includes:

- Offer a punch card so that riders can use them as needed and not have to purchase a monthly pass.
  - Cherriots did offer a punch card at one time, but it was replaced with the day pass. Multiple day passes can be purchased and used as needed.
- Offer a universal fare card that can be used on all the different services. The current universal pass is only offered as a monthly pass and excludes Route 2X, CherryLift and RED Line.



- Provide more access to purchasing passes.
  - Currently, passes can be purchased at some grocery stores in the Salem-Keizer area and CherryLift passes can be purchased through the mail on request.
- It would be nice to have a flash pass app for smartphones.
  - The most recent rider survey does show that 70 percent of Cherriots riders own a smartphone.

**2. Provider Updates:** None

**3. Roundtable Topics:** None

**G. ADJOURN:** The meeting adjourned at 4:25 p.m.

**Recorded by:** Jolynn Franke, Administrative Assistant, Transportation Development Division

**NEXT MEETING:**  
**Tuesday, May 2, 2017; 3:00 - 4:30 PM**  
Courthouse Square Building, Senator Hearing Room  
555 Court St NE, Salem, OR 97301



Salem Area Mass Transit District  
Board of Directors

~ **Strategic Planning Session** ~

Saturday, February 4, 2017  
9:00 a.m. – 1:15 p.m.

Chemeketa Center for Business & Industry Building  
Room 115 – 626 High Street NE, Salem, OR 97301

**MINUTES**

(This meeting was audio-recorded.)

<b>PRESENT:</b>	President Bob Krebs; Directors Kathy Lincoln, Jerry Thompson, Marcia Kelley, John Hammill, Jerry Thompson, Steve Evans and Colleen Busch (left at 12:30 p.m.)
<b>Board</b>	
<b>Staff</b>	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Steve Dickey, Director of Transportation Development; Paula Dixon, Director of Administration; Patricia Feeny, Director of Communication; Linda Galeazzi, Executive Assistant
<b>Guests</b>	Peter Courtney, Oregon Senate President; Anna Braun, Legislative Director; Dale Penn II, SAMTD Legislative Advocate, CFM Strategic Communications

**1. CALL TO ORDER**

**9:02 AM**

President Krebs called the planning session to order. Introductions were made around the table to include guests, Senator Peter Courtney, Anna Braun and Dale Penn II.

**2. BOARD GOVERNANCE DISCUSSION**

Senator Courtney spoke to the Board about a potential bill he drafted to introduce in the 2017 Legislative Session (herein given as Attachment A and by this reference made a part of these Minutes). The proposed bill would provide that directors of certain mass transit districts were appointed by the Governor as is done for TriMet and Lane Transit District instead of going through the election process. The bill would provide that current directors continue to serve until the expiration of their terms, unless earlier discharged by the Governor. An additional proposal for the Board's consideration was to request the inclusion of provisions to authorize a new board governance access to an employer payroll tax via board vote.

There was time given for questions and consideration of recommendations for a revised governance model and potential courses of action (herein given as Attachment A and by this reference made a part of these Minutes)

The meeting recessed from 10:00-10:10 a.m.

A draft of the Bill LC 3305 (herein given as Attachment B and by this reference made a part of these Minutes) was provided to the Board for review.

The Board considered potential changes to *ORS 267.010-267.390 Mass Transit Districts* and to *ORS 267.510-267.650 Transportation Districts* with a revised governing structure and the powers and authority currently granted to Lane Transit District and TriMet.

There was brief discussion about the model used by other transit boards to make their appointments; whether there was a governmental affairs staff involved in the process and how these boards are structured. Senator Courtney referred to research that had been conducted on effective models of board governance through the Transportation Cooperative Research Program. *TCRP Report 85 Public Transit Board Governance Guidebook* provides the findings ([http://www.tcrponline.org/PDFDocuments/TCRP\\_RPT\\_85.pdf](http://www.tcrponline.org/PDFDocuments/TCRP_RPT_85.pdf)). Statistics have shown that TriMet and Lane Transit District have the ability to do greater things by the way their governance and funding resources are structured.

Concerns were expressed about the lack of understanding in the local area about the value and economic impact that transit has, and a potential for appointees who do not support transit. The Board discussed whether a new form of governance would change the way the District receives revenue, federal funding and taxes. Research into the referral process for local jurisdictions will be conducted by the District's legislative advocacy team.

The Board discussed what was best for transit in the community regardless of what happens in the legislative session

The meeting recessed from 10:50-10:55 AM

**3. STRATEGIC PLAN DISCUSSION 10:55 AM**

The Board went through an exercise to begin the process of updating the strategic plan for the next five years. They considered the District's strengths, weaknesses, threats and opportunities.

President Krebs submitted a draft article he wrote about transportation funding being a critical issue faced by the 2017 Oregon Legislature. He asked the Board to review his article prior to releasing it to local newspapers and other periodicals in the coming week. (Herein given as Attachment C and by this reference made a part of these Minutes.)

**4. LUNCH BREAK 12:00 PM**

**5. CONTINUED STRATEGIC PLAN DISCUSSION 12:25 PM**

Director Busch left the meeting at 12:30 PM

The Board continued their discussion about goals for the District and how to achieve those goals with formal partnerships and community support, with rural service, educated riders, customer-focused human capital, expanded travel and supportive

infrastructure for all riders. Director Hammill provided a written copy of goals he felt were important (herein given as Attachment D and by this reference made a part of these Minutes)

Discussion continued about the need for additional funding to provide more service and maximize efficiency. They considered whether it was most important to serve the current ridership or a potentially larger pool. A high proportion of transit riders are dependent on the system and have no other option. They questioned whether they should expand service delivery with the Connector concept in south Salem; concentrate on increasing ridership or care for existing riders.

The question was asked "What is Our Story." With increased outreach, the Board would have opportunities to tell their story, find out what the community wants and what the customers want. The Board discussed wanting to know who their customer is and what their order of priority should be to tailor service to the customer; create partnerships and a transit support group.

Staff will put together the information discussed in a clean document for the March 6<sup>th</sup> work session so the Board can review and prioritize the needs to develop a plan.

## **6. OTHER BUSINESS / ANNOUNCEMENTS**

Mr. Pollock advised that he and Dale Penn met with Chuck Bennett, the mayor for the City of Salem and Dan Clem, the executive director of the Salem Area Chamber of Commerce. Mayor Bennett conveyed his intentions of convening a group to discuss the community's priorities for transit. These meetings would begin in the Spring 2017. A list of potential attendees was given to the Board for their review (Herein given as Attachment E and by this reference made a part of these Minutes.)

The Board received a copy of the District's 2016 Annual Report. Ms. Feeny said all feedback was welcome so that staff can do a better job next year; and extra copies will be available at the February 6<sup>th</sup> work session.

Director Hammill shared that he was not running for reelection for his Board position in Subdistrict #4. President Krebs noted that he, representing Subdistrict #6 and Director Busch representing Subdistrict #2 do plan to run as candidates seeking reelection. A notice was sent out today by the Marion County Elections Office announcing which positions were open for candidates to run in the May 9<sup>th</sup> election.

Staff was congratulated for working with CCTV to create videos for training people who are blind. The people highlighted in the videos said it was the best experience they have ever had.

## **7. MEETING ADJOURNED**

**1:30 PM**



**Potential bill to be introduced by Senator Courtney**

Provides that directors of certain mass transit districts are appointed by Governor instead of elected. Provides that current directors continue to service until expiration of their terms, unless earlier discharged by Governor.

Potential courses of action by Cherriots board:

- Request Senator Courtney not to submit the bill
- Oppose the bill and advocate to keep governance model as is
- Support the bill as is
- Support the bill with recommendations for change of proposed governance model

Potential recommendations for revised governance model

1. Have the local governments appoint Cherriots board members
  - a. Salem City Council – 3
  - b. Keizer City Council – 2
  - c. Marion County – 1
  - d. Polk County – 1
2. Have the local governments appoint local government representatives as Cherriots board members
  - a. Salem City Councilor – 3
  - b. Keizer City Councilor – 2
  - c. Marion County Commissioner – 1
  - d. Polk County Commissioner – 1
3. Have the local governments leader (Mayor, Commission Chair) appoint Cherriots board members

Additional proposals to consider:

Request to include provisions to authorize new board access to an employer payroll tax via board vote.

LC 3305  
2017 Regular Session  
1/13/17 (DFY/ps)

# D R A F T

## SUMMARY

Provides that directors of certain mass transit districts are appointed by Governor instead of elected.

Provides that current directors continue to serve until expiration of their terms, unless earlier discharged by Governor.

## A BILL FOR AN ACT

1  
2 Relating to appointment of directors of mass transit districts; creating new  
3 provisions; amending ORS 267.090, 267.095, 267.107 and 267.108; and re-  
4 pealing ORS 267.109 and 267.112.

5 **Be It Enacted by the People of the State of Oregon:**

6 **SECTION 1.** ORS 267.107 is amended to read:

7 267.107. Notwithstanding ORS 267.085:

8 (1) The governing body of the most populous city in a metropolitan sta-  
9 tistical area may by resolution propose creation of a mass transit district if  
10 the governing body finds that area-wide mass transit needs cannot be met  
11 by local transit operation.

12 (2) The resolution of the governing body shall:

13 (a) Be considered at a public hearing only after notice as required for  
14 regular consideration of other resolutions by city charter or ordinance;

15 (b) Include findings of the need for creation of a mass transit district in  
16 the affected area;

17 (c) Describe the boundaries of the proposed district, which may be limited  
18 to a proposed service area but which may not extend beyond the limits of the  
19 city's urban growth boundary; and

20 (d) If approved, be addressed to and filed with the governing body of the

NOTE: Matter in boldfaced type in an amended section is new; matter [*italic and bracketed*] is existing law to be omitted.  
New sections are in boldfaced type.



1 county in which the proposed district is principally situated.

2 (3) Upon receipt of the resolution under subsection (2) of this section, the  
3 county governing body shall commence district formation proceedings as  
4 provided in ORS 198.705 to 198.955 *[and 267.108]*.

5 (4) **The county governing body shall order an election within the**  
6 **proposed district for approval or disapproval by the electors voting on**  
7 **the question of formation of a district under this section, notwith-**  
8 **standing the provisions of ORS 198.810 (3).**

9 (5) **A certified copy of an order forming a mass transit district shall**  
10 **be filed with the Governor.**

11 **SECTION 2.** ORS 267.108 is amended to read:

12 267.108. **For a mass transit district formed under ORS 267.107, the**  
13 **Governor shall appoint board members in accordance with ORS**  
14 **267.090, 267.095 and 267.097.***[(1) Notwithstanding the provisions of ORS*  
15 *198.810 (3), the county governing body shall order an election within the pro-*  
16 *posed district for approval or disapproval by the electors voting on the question*  
17 *of formation of a district under ORS 267.107 and for election of seven district*  
18 *directors.]*

19 *[(2) In addition to the requirements of ORS 198.815 (2), the order calling*  
20 *an election for creation of a district initiated under ORS 267.107 shall describe*  
21 *the boundaries of the seven subdistricts of the proposed district from each of*  
22 *which a director is to be elected. The subdistricts shall be as nearly equal in*  
23 *population as possible based on the latest federal decennial census, shall,*  
24 *where practicable, follow election precinct boundaries and shall together en-*  
25 *compass the entire area of the proposed district.]*

26 **SECTION 3.** **Persons elected as directors of mass transit districts**  
27 **who are serving on the effective date of this 2017 Act shall continue**  
28 **to serve until the expiration of their term of office unless earlier dis-**  
29 **charged by the Governor.**

30 **SECTION 4.** **ORS 267.109 and 267.112 are repealed.**

31 **SECTION 5.** ORS 267.090 is amended to read:

1 267.090. [Except as provided in ORS 267.112:]

2 (1) Board members of a mass transit district may not be elected at the  
3 time of formation, but if a district is formed, the Governor shall, within 60  
4 days after receiving a certified copy of the formation order, appoint from  
5 subdistricts the members of the first board of directors of the district, des-  
6 ignate one member as the temporary chairperson and fix the time and place  
7 of the organizational meeting.

8 (2) The board of directors of a mass transit district shall consist of seven  
9 members. One director shall be appointed from each of seven subdistricts.  
10 The Governor shall appoint as one of the directors a person who regularly  
11 uses the services provided by a mass transit system. Directors shall reside  
12 in the subdistrict from which they are respectively appointed. The subdis-  
13 tricts shall be as nearly equal in population as possible based on the latest  
14 federal census and shall be designed to ensure representation of the most  
15 populous city, other cities and unincorporated territory in the proposed dis-  
16 trict proportionate to their respective populations provided that if less than  
17 the entire district is taxed by the district, the subdistricts shall be wholly  
18 within the taxed area. The district or, if the taxed area is less than the entire  
19 district, the taxed area shall be divided into subdistricts initially, and after  
20 each succeeding federal census, by the Secretary of State.

21 (3) The term of office of a director is four years, but each director shall  
22 serve at the pleasure of the Governor. Before the expiration of the term of  
23 a director, the director's successor shall be appointed. A director is eligible  
24 for reappointment. In case of a vacancy for any cause, the Governor shall  
25 appoint a person to serve for the unexpired term. A director whose term has  
26 expired shall continue to serve until the appointment of a successor unless  
27 discharged by the Governor.

28 (4) All appointments of members of the board by the Governor are subject  
29 to confirmation by the Senate pursuant to section 4, Article III of the Oregon  
30 Constitution.

31 **SECTION 6.** ORS 267.095 is amended to read:

1 267.095. [*Except as provided in ORS 267.112:*]

2 (1) Notwithstanding ORS 267.090, the terms of three of the directors of  
3 the first board of a district expire on the first Tuesday in the second January  
4 after the date of their appointment.

5 (2) The terms of four of the directors so appointed expire on the first  
6 Tuesday in the fourth January after the date of their appointment.

7 (3) The respective terms of the directors of the first board shall be de-  
8 termined by the Governor.

9



Linda Galeazzi <linda.galeazzi@cherriots.org>

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## OP-Ed Article

1 message

SUPPLMENTAL PACKET - February 4, 2017  
SAMTD Board Strategic Planning Session

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**Robert Krebs** <robert.krebs@cherriots.org>

Fri, Feb 3, 2017 at 11:28 AM

To: Allan Pollock <Allan.Pollock@cherriots.org>, Jerry Thompson <Jerry.Thompson@cherriots.org>, Linda Galeazzi <Linda.Galeazzi@cherriots.org>, Steve Evans <Steve.Evans@cherriots.org>, Marcia Kelley <kelleym@cherriots.org>, John Hammill <John.Hammill@cherriots.org>, Colleen Busch <colleen.busch@cherriots.org>, Kathy Lincoln <kathy.lincoln@cherriots.org>, Patricia Feeny <patricia.feeny@cherriots.org>, Bob Krebs <SLMgrandOR@comcast.net>

Hi Everyone,

I am looking forward to seeing you at our board planning retreat tomorrow. It should generate some productive discussions as we look to the future.

Attached is an op-ed piece encouraging dedicated funding for transit. It has been reviewed and "wordsmithed" by Allan and Patricia. Please look it over and advise if you have any concerns with it. This article represents my option and not necessarily that of the board. My plans are to release it in the coming week to newspapers and other periodicals.

See you tomorrow,

--

Robert Krebs, Presidentt  
Board of Directors



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 **2017-Funding-2.docx**  
16K

For Minutes of the Board Strategic Planning Session

Page 1

**ATTACHMENT C**

[90]

## **Make Transit Funding a Priority**

Transportation funding will be one of the critical issues faced by the 2017 Oregon Legislature. Decisions made during this session will have a significant impact on the business climate and quality of life in Oregon. During the past year, several public and private “blue ribbon” committees have been seeking solutions to Oregon’s complex transportation funding issues. Similar recommendations suggest state funding for transit as well as more money for roads.

Looking to the future, a new criterion is necessary to address the mobility needs of Oregon. It is apparent that growing traffic congestion on urban streets and highways can no longer be handled by just building more road infrastructure. To address this issue, all transportation modes must be considered to meet expanding freight and passenger capacity needs.

It is expected that there will be legislation in 2017 generating more revenue for roads. This funding is necessary to keep Oregon’s network in a state of good repair and has popular support. It is essential that any new transportation finance bill also includes a dedicated funding provision for transit and intercity passenger services. Modes that have latent capacity are currently being ignored. Transit services, including intercity bus and rail, offer affordable alternatives to expensive urban road projects. For example the cost of a one lane freeway flyover ramp on I-5 could provide the Salem-Keizer community with weekend and evening bus service for almost two decades. This same amount would pay for 15 to 30 miles of double tracking to raise speeds along the Willamette Valley Passenger Rail Corridor.

The Oregon Highway Trust Fund is dedicated to financing construction and maintenance of roads. A similar dedicated state-wide revenue source for transit, separate from the Highway Trust Fund and the state’s General Fund, should be created.

Now for the big question, where will this new transit revenue come from? Some legislators have suggested a payroll tax paid by employees and those self-employed. A state wide payroll tax of .29% (.0029) could be designated as .2% (.002) for urban/regional transit, and .09% (.0009) for intercity bus and rail services. The tax would be modest \$1.16 for every \$400 in pay. The urban portion could be returned for distribution to the transit agency in each county where collected. This tax would provide funds for statewide investments in infrastructure and service.

Property taxes finance transit operations in many Oregon cities. However funds from this resource are restricted in much of the state because of the property tax limitation rule. This issue could be addressed by legislation or an amendment that would allow voter approved levies to be treated like bond measures that are exempt from the limitation. Property taxes for road construction are not subject to this limitation, which has a major influence on planning decisions.

Other revenue sources that might be considered include a utility tax or an income tax surcharge.

A recent urban study indicated 8% of households do not own a motor vehicle. Other surveys indicate that more than 25% of the population rely on transit services for mobility in urban areas. Expanded transit funding will provide mobility for many Oregonians not being served now.

Oregon, once a national leader, is falling behind because of outdated transportation funding policies. A dedicated revenue source for transit is imperative to meet the future mobility demands of our citizens and to grow our economy.

Robert Krebs, Director – Subdistrict #6  
Salem Area Mass Transit District

## Goals

1. Transit becomes a viable option to a car.
  1. Objective: weekend and evening service
  2. Objective: identify baseline ridership needs and develop a plan to meet them
2. Ensure that transit remains a viable option
  1. Objective: build public trust
  2. Objective: secure stable and sufficient funding
  3. Objective: provide verifiable utility
3. Be adaptable.
  1. Objective: as our community evolves, our services evolve
  2. Objective: transit solves evolving challenges
4. Be an employer of choice
5. Connect outwardly as well as inwardly

We have two prioritization issues undiscussed:

1. We serve several distinct populations. Which is most important to us?
  1. Current riders
  2. Potential riders
  3. Non-riders who vote and pay the taxes that make transit possible
2. Should funding prove inadequate to maintain current service, what services get priority?

Submitted by Director John Hammill

**ATTACHMENT D**

For the Minutes of the February 4, 2017 Board Strategic Planning Session

**Mayor Bennett Transportation Task Force Potential Members**

<b>Organization</b>	<b>Member</b>
Cherriots	President Bob Krebs
Salem City Council	Mayor Bennett
Keizer City Council	Mayor Kathy Clark
Marion County Commissioners	Commissioner Brentano
Polk County Commissioners	Commissioner Pope
School District	Chair Nancy Morris-Adix Superintendent Christy Perry
Willamette University	President Stephen Throsett VP, Jim Bauer Joe Abraham, Director, Sustainability Institute
Chemeketa CC	Chair Ron Pittman President - Julie Huckestein V, Gov & Admin - Andrew Bone
Salem Chamber	President Jim Bauer CEO Dan Clem
Salem Chamber Young Pro	1.
Keizer Chamber	President Scott White CEO Danielle Bethell
United Way	President Ken Jundt CEO Randy Franke
Boys & Girls Club	President Justin Martin Executive Director Sue Bloom
Downtown Business	Dino Venti, Venti's, Jim Vu
Salem Hospital	Denyce Boles
ATU	Matt Markee
State	Anna Braun
WSBA	Chair Terry Kelly
NSBA	1.
Transit Riders	1. 2.
Faith Based Organization	Sam Skillern
Disability Group	
Senior Group	
Others	Mountain West - Larry Tokarski, Ron Hays Dick Withnell