

**Salem Area Mass Transit District
BOARD OF DIRECTORS
September 26, 2019
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and are available for viewing on the CCTV
website at www.cctvsalem.org.

Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
September 26, 2019
Courthouse Square - Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

Present: President Ian Davidson; Directors Robert Krebs, Sadie Carney, Chi Nguyen, Colleen Busch, and Charles Richards. **ABSENT:** Doug Rodgers

Staff: Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Al McCoy, Director of Finance/CFO; Patricia Feeny, Director of Communication; Paula Dixon, Director of Administration; Steve Dickey, Director of Strategic Initiatives and Program Management; Ben Fetherston, Legal Counsel; Chip Colby, Information Technology Manager; Karen Garcia, Security and Emergency Management Manager; Stephen Custer, Digital Marketing Coordinator; Jeremy Jorstad, Transit Planner II; Jolene White, Executive Assistant

Guests: No Guests

A. CALL TO ORDER

6:30 PM

President Davidson called the meeting to order. The attendance was noted and a quorum was present. Director Krebs led the Pledge of Allegiance.

“SAFETY MOMENT” THOUGHT FOR THE DAY

Mr. Pollock shared a Safety Moment thought for the day. Last Sunday was the Cherriots annual Bus Roadeo which is a driving skills competition and safety event to ensure and teach bus transit operators how to safely maneuver vehicles through obstacles. The event was a great success with fourteen drivers and two employees from Maintenance participating. Congratulations to the winner, Dan Miller. He will represent Cherriots next May at the APTA International Roadeo in San Antonio, Texas.

B. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

None

C. PRESENTATION

6:33 PM

1. 2019 State Legislative Report

Staff Report: Pages 3-26 in the Agenda

Presenter: Dale Penn II, CFM Principal

Dale Penn from CFM Strategic Communications presented to the Board the 2019 State Legislative report. This session there was a Democrat supermajority in both chambers. Governor Kate Brown won the election, she is now looking at what is her legacy. Her focus is on new revenue, specifically for schools, conversations on carbon policy and a variety of other issues, such as housing investments. The conversation has been started regarding the State's Kicker Fund. Under Oregon's unique rebate system, the kicker is triggered when tax revenues for a two-year budget cycle come in more than 2 % above economists' forecast made at the start of the cycle. The state must return the full amount above the forecast to taxpayers. The rebate next year is an astounding \$1.6 billion. The average rebate will be approximately \$739 per person.

2019 Oregon Legislative Session by the numbers: January 22, 2019 was the first day of session and June 30, 2019 was the final day. There were 1470 bills in the first stack and 2766 total number of bills introduced. There were two Senate Republican walk outs and emotional goodbyes to Senator Jackie Winters and Secretary of State, Dennis Richardson. There were four different Legislative priorities going into 2019 session for Salem Area Mass Transit District. The first was implementation and monitoring of HB2017 and watching out for fund sweeps. In 2017, the Legislature made a very conscious decision to implement a payroll tax to use for transit investment. Another priority was senior and people with disabilities transit funding. The fear was that there would be a reduction of the monies to transit that aid in the services for seniors and people with disabilities. They are monitoring any conversations that are around transit governance and transferability of expired energy incentive tax credits. The implementation and defense of HB 2017 will be their main priority moving forward.

SB 10 was drafted with the goal of directing cities to build and focus on transit-oriented development. As introduced, the bill mandated certain levels of housing density among priority transportation corridors among all cities with 10,000 residents or greater. This was a heavily contentious bill towards the end of session and ended up not moving forward. There are discussions of bringing this bill back and we have asked to participate in these conversations.

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

in early March and a \$10.1 million general fund allocation for STF was included. However, about two weeks before session ended, we discovered an effort by budget staff and the Co-Chairs of Ways and Means to cut the funds once again. Due to one-time, higher than expected revenue from the statewide payroll tax dedicated to transit funding, budget leaders thought they could shift that money to STF. To shift those monies, a law would have to be passed due to language put into the bill in 2017. Transit advocates expressed extreme concern about them doing that without a stakeholder's process. They were able to stop the funds shift and the money was able to be transferred, but only as a one-time deal. A regulatory process was created to make changes to law, Mr. Pollock is a part of that process. This will be continually monitored.

The HB2020 Cap and Trade bill caused quite a bit of contention this year. This bill resulted in both of the Republican walk-outs. The bill did not pass, but there have been conversations about bringing this bill back to the floor in a future session.

The HB2541 bill was trying to create small city transit grants for cities that had a community college in their district. This bill did not pass, but we do expect this bill to come back to the floor.

Mr. Penn gave an overview of many other bills during the last session. One that may have an impact on transit is HB2270, the cigarette tax increase that has impact on STF. This tax could likely see demand go down and thus revenue for STF. This will be continued to be monitored, so that if revenue does go down, we can advocate that entities like the transit district are held harmless.

The 2020 Legislative Session is a short session of only 35 days. This begins on February 3, 2019.

Mr. Penn ended his presentation and opened the floor to questions. Director Carney asked is the legislation was focused and limited to things that had a direct transit impact, but do we have any consideration for housing bills that would increase density or affordability because we know that transportation is a big piece of that. Mr. Penn said that to his recollection, over the last few sessions they have not taken a stand on bills that impacted housing. If the Board wants to pursue that, they can have a discussion about making it a priority. Director Carney also asked if CFM supports the transit district in presenting at the Ways and Means Committee. Mr. Penn stated that sometimes CFM will present or submit written testimony usually when they request something from them, such as human resource issues that relate to transit. Relating to the budget exclusively, the Oregon Transit Association will provide testimony. Director Nguyen asked what the next short session's priorities would be for Cherriots. Mr. Penn answered that priorities are based on the Board and what they would like to prioritize. Mr. Pollock informed the Board that on the January Board Calendar they will be adopting the 2020 Legislative Agenda. President Davidson will be appointing members to the legislative committee at the end of tonight's meeting. President Davidson asked Mr. Penn if they could get an

overview of the energy tax credits for the Board. Mr. Penn stated that he would be happy to give the Board an overview, Mr. Pollock will schedule.

President Davidson thanked Mr. Penn for advocating for the District and for the community.

D. PUBLIC COMMENT

6:57 PM

Tyler McCulley addressed the Board and provided written testimony regarding the extended Saturday service. He wanted to offer a firsthand account of what Saturday service looks like. Mr. McCulley stated he is very impressed with Saturday service and is grateful to the drivers that have volunteered to switch their schedules around and work weekends. He stated that the busses are running about 5-6 minutes late as expected. He said it was nice to go from the problem of getting downtown on a Saturday to where will he find a roll of quarters on Saturdays to do his laundry. He wanted to let the Board know that Saturday service seems to be working great and to thank them for providing this service.

E. CONSENT CALENDAR

6:59 PM

Motion: Moved to approve the Consent Calendar:

1. Approval of Minutes

a. Minutes of the August 12, 2019 Board Work Session

b. Minutes of the July 25, 2019 Board Regular Meeting

c. Minutes of the August 22, 2019 Board Regular Meeting

d. Minutes of the September 09, 2019 Board Work Session

2. Routine Business

a. None

Motion by: Director Krebs

Second: Director Busch

Discussion: No items were deferred from the Consent Calendar.

Vote: Motion passed (6): Director Rodgers absent

F. ITEMS DEFERRED FROM THE CONSENT CALENDAR

None

G. ACTION ITEMS

6:59 PM

1. Accept FY19 Security Report

Staff Report: Pages 61-86 in the Agenda

Presenter: Karen Garcia, Security and Emergency Management Manager

Ms. Garcia presented the Security Report covering FY 2018-19. Cherriots has a multi-agency security team that includes Cherriots, City of Salem Police and private security company Allied Universal. The security team responsibilities are to provide information

about Cherriots services; respond to safety and security concerns; analyze security statistics and enhance public safety efforts, ensure a strong presence to deter unwanted activities, develop policies and procedures to ensure safety; enforce regulations and ordinances on District properties; and maintain a safe environment for all stakeholders. Currently the agreement with the Salem Police Department is Monday thru Saturday. This is an on-call service from 12:00 p.m. to 9:00 p.m. There are two security officers at the Downtown location and one at the Keizer station during all hours of service.

Ms. Garcia explained the breakdown of the security data. Customer service contacts (assisting with route information, directions etc.) these contacts remain pretty consistent year to year. There was a spike in the fourth quarter due to the staff being asked to be even more proactive helping customers.

Security bus rides often fluctuate due to increased activity at the Downtown Transit Center. With more focus placed on the transit center, fewer security resources were available to conduct bus rides.

Exclusions and warnings have increased in the third and fourth quarter. Exclusions include disorderly conduct, trespassing, loitering, drug and alcohol violations, theft, etc. Warnings include safety violations, solicitation, etc.

There was also an increase in verbal warnings at the shelters due to people living in them thus making it unavailable for riders to use. Security goes out before service begins in order to handle this situation. Ordinance warnings remain consistent over the years. These warnings are for public education of rider behavior expectations. The largest categories of warnings are for smoking, solicitation, bike riding and loitering.

The private security incident reports generated do not include Transit Operator reports or any incidences with police involvement. Property damage such as graffiti and vandalism is at the top of the list. The second highest of incidences are medical emergencies and tied for third are trespassing and disorderly conduct such as fighting or threatening behavior. These incidents are consistent year to year.

The request for police response also stays pretty consistent. The responding department is Salem Police Department. Occasionally the Keizer Police Department, Marion County Sherriff's Office or other law enforcement agencies respond. The most common types of police activity are vandalism. Overall incidences involving police have decreased slightly from 184 incidences in 2018 to 171 incidences in 2019. These incidences included disorderly conduct of 51 occurrences, 41 trespassing incidences (often from repeat

offenders), non Cherriots related incidences were 36 and disorderly conduct incidences were 30.

In the coming year, there are several continuous improvement projects with the Security and Emergency Management team. Our Customer Education Campaign will continue rider awareness of behavior expectations throughout the system. Security tools for forward facing staff to employ when in need of assistance or in the event of an emergency were installed during FY19. A visitor call system was installed at our Del Webb Operations Center, which improved safety and security of staff by enabling identification of visitors prior to entry. The need for a security presence was greatly supported by the Board, resulting in the approval of a contract modification with our private security provider and the renewal of our IGA with the City of Salem for police services in support of the enhanced services. Efforts are underway to develop the scope of work for a security fence upgrade at our Del Webb Operations Center. Staff are currently evaluating video surveillance products in the market in preparation for an all-facility camera upgrade and replacement project to enhance protection of our property and assets.

Ms. Garcia ended her presentation and opened the floor to questions. Director Carney asked if the surveillance cameras were for the Del Webb station or elsewhere. Ms. Garcia explained that currently they have station surveillance cameras at Del Webb, Keizer Transit Center, and the Downtown Transit Center. Currently, all of those cameras are beyond their useful life. The hope is to replace the cameras in all those places and add others to areas to increase coverage. President Davidson asked what the jump in contact was in FY2018 in the fourth quarter. Ms. Garcia explained that it was the customer service contact that was elevated and that was a direct response to her asking the contractor to increase the customer service contacts. President Davidson asked if there were any incentives in the contract to increase customer service and if there were time limits when someone is excluded from the property. Ms. Garcia stated there isn't any strict guidelines to customer service contacts in the contract, but it is very clear in their scope of work. Exclusions are not indefinite, but rather based on the offense. President Davison asked if when the police are called, what is the response time and if they send out the mobile crisis response team Ms. Garcia explained that the response time is very fast due to us being able to call them directly from noon to 9:00 p.m. and that police do call in mental health support teams as needed. President Davidson asked if our security team receives crisis intervention training. Ms. Garcia responded that they get a training on how to manage aggressive behavior by deescalating the situation. President Davidson would like to see those trainings incorporated in future contracts. Director Carney asked for clarification on trespass due to the transit center seeming to be a public place. Ms. Garcia explained that we are private property that is open to the public, so if they are asked to leave and do not, it is considered trespassing. Director Busch asked where most of the graffiti occurred on Cherriots property. Ms. Garcia explained that most of the graffiti is people leaving their mark in the bathrooms and outside walls at the Downtown Transit Center.

Motion: Move that the Board receive the FY 2019 Security Report
Motion by: Director Krebs
Second: Director Carney
Vote: Motion passed (6); Director Rodgers absent

2. Approval of STFAC Recommendations for FY19 FTA Section 5310 Grants

Staff Report: Pages 87-110 in the Agenda

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

Mr. Dickey explained the recommendations from the STF Advisory Committee that the Board approve funding of the FY19 Section 5310 grants. SAMTD serves as the designated recipient for the FTA section 5310 funds for the Salem-Keizer urbanized area. The purpose of the 5310 grant program is to enhance the mobility of seniors and people with disabilities. The District conducts a selection process to determine the use of those funds, and to certify that projects derived from the Coordinated Plan. A public notice of this year's Section 5310 grant solicitation was published in the Statesman Journal on July 11, 2019. The amount of the grant funds available is \$240, 112. English and Spanish versions of the notice were posted on the District's website from July 11, 2019 to August 14, 2019. Announcements were also made via social media posts, Cherriot's email list, through direct contacts with minority contacts list, per the District's adopted Title VI Program.

In accordance with the District's Section 5310 Program Management Plan (PMP) dated May 11, 2015, a Technical Advisory Committee (TAC) was formed to review and rank applications received by the August 14, 2019 deadline. The TAC consisted of all Special Transportation Fund Advisory Committee (STFAC) members, one member of the Salem Keizer Area Transportation Study (SKATS), and one member of the public. The TAC met on September 03, 2019 to hear presentations from applicants, discuss and rank the projects, and make a recommendation to the STFAC for funding.

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

Three applications were submitted for Cherriots. The Cherriots Shop and Ride Purchased Service that qualifies as an "other project" in the amount of \$101,425. The qualified traditional projects are Cherriots Mobility Management Call Center at \$123,487 and the Cherriots Shop and Ride Preventative Maintenance at \$15,200.

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

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

Mr. Dickey completed the recommendation and asked for questions. Director Busch asked if the amount being approved today is the total budget or if they get additional revenue. Mr. Dickey explained that there are other grants and the general fund that help support these services.

Motion: Move that the Board approve funding of the FY19 Section 5310 projects as recommended by the STF Advisory Committee, and direct the General Manger to submit the application for the section 5310 grants in accordance with the recommendation

Motion by: Director Busch

Second: Director Krebs

Vote: Motion passed (6); Director Rodgers absent

3. Adoption of Resolution #2019-08, Amendment of FY2019-2020 Budget

Staff Report: Pages 111-114 in the Agenda

Presenter: Al McCoy, Director of Finance, Chief Financial Officer

Mr. McCoy seeks the approval of the Board to adopt Resolution #2019-08 that amends Resolution #2019-05 approved on June 27, 2019, in order to transfer funds between appropriated categories in the FY2019-2020 Budget to reflect reorganization actions subsequent to budget adoption. We would like to take this action because effective July 01, 2019, we had a reorganization in several divisions.

In accordance with Oregon State Budget Law, the FY2019-20 Budget was adopted last June at the Division and Fund level. Per ORS 294.463, appropriations can be transferred within a fund or between funds during the fiscal year by the authorization of the governing body through resolution. Mr. McCoy explained the existing amounts of each division, the change amount and the amended amounts. There is no increase in total FY2019-20 Budget appropriations with this proposed resolution.

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

Mr. McCoy opened up the floor for questions. Director Busch asked why the reorganization happened. Mr. Pollock explained per the Strategic Plan and becoming a mobility integrator that Cherrlots needed the right structure to move us in the direction. This made it possible to allow the structure to align the intent to fulfil the Strategic Plan. President Davidson asked why this restructuring wasn't in the original budget that was approved July 01, 2019 since restructuring occurred at the same time. Mr. McCoy explained that by July 01, 2019, the process was too far along at that point without doing the entire process over.

Motion: Move that the Board adopt Resolution #2019-08 to amend the FY2019-20 Budget by appropriation transfer, as detailed in the attached tables
Motion by: Director Nguyen
Second: Director Richards
Vote: Motion passed (6); Director Rodgers absent

H. INFORMATIONAL REPORTS

7:40 PM

1. FY 2019 Performance Report

Staff Report: Pages 115-146 in the Agenda

Presenter: Jeremy Jorstad, Planner II

Mr. Jorstad presented the Board with the FY 2019 Performance Report. This report covers data from July 01, 2018 through June 30, 2019. The planning team uses the annual report as a tool and a gauge to evaluate service and to look at ways to develop our future service plans.

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

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

Cherrlots Local had average daily revenue hours increased 3.3%. Revenue miles increased 2.9%. These increases reflect changes made in September 2018 to Route 11 to provide

frequent service along Aumsville Highway. Average daily boardings dropped slightly by 1.1%. Boardings per revenue hour decreased by 4.3%.

Cherriots Regional had average daily revenue hours increased by 7.1%. This increase was due to schedule adjustments made to Routes 10X and 20X in May 2018 to help with on time performance. Revenue miles increased 2.3%. Average daily boardings increased 4.1%. Boardings per revenue hour decreased by 2.8%. This was the first year this service was able to be compared on a year over year basis since it was redesigned in May 2017.

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

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

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

Mr. Jorstad went over the ridership by route data. On Cherriots Local, route #11 has the highest ridership followed by #19 then #21. On Cherriots Regional, route #40X has the highest ridership followed by #1X then 30X.

Mr. Jorstad explained that Cherriots uses boardings per revenue hour in April to measure a route's productivity. Each route type has a target boardings per revenue hour target, and all routes not meeting their target are highlighted in red. The corridor productivity target is 20 boardings per revenue hour and all but three routes are meeting that goal. For Neighborhood Shuttle productivity, the target is 10 boardings per revenue hour and there are only three routes meeting that goal. The Neighborhood Shuttle route main function is to connect with the corridor routes. The Regional Express productivity has a target goal of 10 boardings per revenue hour and there are currently only two that are meeting that goal. The Regional Express is like the Neighborhood Shuttle as they are moving people into Salem to get services that may not be available in their communities.

The preferred way to measure on-time performance is by comparing the scheduled departure time to the observed departure time at every time point along a route. Unfortunately, until Cherriots procures a CAD/AVL system, staff is unable to measure on-time performance this precisely. As a proxy, staff is using the end-of-route on-time performance. Throughout April 2019, staff measured arrival times of routes at the Downtown Transit Center and Keizer Transit Center using security camera footage. Staff compared observed arrival times to scheduled arrival times. Buses that arrived up to five minutes later than their scheduled arrival time were considered "on time." Buses that arrived more than five minutes later than their scheduled arrival time were considered "late."

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

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

This report will be combined with other demographic data and public input to develop a needs assessment. The needs assessment will be used to guide staff in developing the next application to the Statewide Transportation Improvement Fund.

Mr. Jorstad concluded his informational report and opened up the floor for questions. Director Carney asked about on time performance and if busses ever arrive early and if they do, then isn't it more problematic for the bus rider? Mr. Jorstad replied yes that does happen occasionally, but the data from the on time report is actually taken from security footage for end of route. Currently they do not have any data for in route times. Mr. Trimble further clarified that busses cannot leave time points early. If a bus happens to arrive at a time point early, the operator needs to maintain that time. The time points shown in this report are at the end of the line. Director Carney commented that it would be interesting to see comparisons and increases on future reports due to the new route going into the Mill Creek Corporate Center and how that affects ridership on other routes. President Davidson asked why on Cherriots LIFT, the revenue miles and revenue hours seem to be opposite and to explain the pulse system. Mr. Jorstad explained that the Cherriots LIFT service often has extra dwell times due to the nature of the service. The pulse system is when the busses all leave the transit center at the same time. Director Busch asked what right sizing the service meant regarding Cherriots Shop and Ride. Mr. Trimble explained that Cherriots Shop and Ride is a grant funded service, so there are finite number of dollars that run that service. We have to match the revenue hours to

match up to the dollars that are available. Last year, it was determined that there were more hours that we were running, so we had to reduce the number of revenue hours to match the funds we had available. This did result in fewer people able to get on some of the services.

I. GENERAL MANAGER'S REPORT

8:04 PM

Mr. Pollock reported Saturday's ridership. We are three Saturdays in and ridership has grown every Saturday. So far we have provided on Cherriots Local service, about 20,000 rides, which is over 6,600 rides per day. The first week was 6,200, the second week 6,400 and the third week at 7,200. Cherriots Regional service has had a total of 433 rides, and Cherriots LIFT had 218 total rides. The LIFT has grown a little each of week, but the Regional service had a slight drop in week three. We will continue to monitor. As Tyler mentioned earlier, there are a lot of people out riding the bus on Saturdays.

The Board Retreat was last Saturday and there are several items to follow-up on that we will be working on, reporting on and further discussing at the work session. As Director Carney brought up earlier, we do much of our legislative work at the State level through the Oregon Transit Association. Next week is the Oregon Transit Association Retreat to focus on the 2020 Legislative Session. Typically, part of Cherriots legislative agenda at the State level is to support the Oregon Transit Associations legislative priorities as well as Cherriots specific items.

J. BOARD OF DIRECTOR'S REPORTS

8:08 PM

Board members reported, both verbally and in writing, on their Board assignments, and citizen communications as representative of the District. In addition, board members shared the following:

President Davidson reported that he attended the Saturday service event. He thanked the Cherriots team for the event, which he and his family enjoyed immensely. He attended the MWACT meeting. He was able to get oriented and attend his first Willamette Valley Council of Governments Board meeting. He attended the SEDCOR annual lunch where he heard about the economic development happening in the area. Last Sunday he attended the Roadeo with his three year old daughter and had a great time.

Director Carney also attended the Saturday service event with her family and had a great time. She thanked Mr. Pollock and staff for putting on an excellent Board Retreat where she learned a lot. She attended a SKATS meeting where they evaluated all different projects that have been proposed for funding. She is happy to report that Cherriots was evaluated very highly in their bus replacement request. She also attended all scheduled Board Meetings and Board Work Sessions.

Director Nguyen also gave kudos regarding the Saturday event, she was especially impressed by the details, even the cookies. She attended the WSBA and at that meeting, Deputy Chief McGuire was in attendance and shared that the Salem PD Headquarters will be completed in September 2020 with a move-in date of December or January. She was also able to introduce herself to Commissioner Mordhorst and the Polk County Assessor. All were appreciative of the new extended hours at Cherriots and welcomed people to come out to West Salem and experience all the new restaurants along Edgewater Street.

Director Krebs said that one of the highlights of the month was the Saturday service event. He attended the Board Meetings, work session and Board Retreat. He attended the Keizer Chamber of Commerce Government Affairs Forum where they talked about rehabilitating River Road. He attended the Hispanic Heritage Breakfast, which was an educational and entertaining event. He went to three neighborhood association meetings. At the Morningside meeting they discussed the Reed Road improvements, which interested him because there is a lot of housing along that road, but no bus route due to road conditions. He is hopeful that a bus line can be put in when the road is safe to do so. Other items discussed of note was the CERT program. Director Krebs brought to their attention that the transit district will play a vital role in that program during a natural disaster. He also attended the SEDCOR lunch, City Club lunch, last month's SKATS meeting, and the Association or Rail and Transit Advocates meeting in Eugene.

Director Richards attended the Saturday service event with his family and thoroughly enjoyed it. He attended four different neighborhood association meetings where he shared the news of extended service at Cherriots. In one meeting, there was stand-up clapping over the announcement. He attended an interesting meeting at the Public Library regarding the homeless situation.

Director Busch attended several events this month. One of the most interesting meetings was the Citizen's Advisory Committee. She appreciated how fully engaged the members of the CAC were and their willingness to help the community out and gave an overview of their meeting. She attended the two Keizer City Council meetings, including the four hour meeting discussing the Keizer revitalization plan. The objectives for the Keizer revitalization plan is to simplify commercial zones, make commercial areas uniform, provide limited flexibility for restricted depth of commercial lots, improve architectural designs, improving pedestrian access and to improve the City of Keizer itself. She attended the Salem- Keizer Active Transportation meeting and received an overview on their comprehensive plan. They shared the Salem Project and they have been awarded the Safe Route to School grant. This is the first safe route to school program and will start with five elementary schools. Director Busch also attended the Hispanic Heritage breakfast and the Keizer Fire District's annual 9/11 remembrance ceremony.

Director Busch attended the Aging Friendly Luncheon and was able to see the report from the year long process. To access this report, go to <http://www.cityofsalem.net> and click on the Age Friendly Initiative. The topics discussed were looking through the lens of an aging

adult. Based on the Older Americans Act, the group found out that aging adults outnumber the number of children in our country. The group discussed that improvements that needed to happen were housing costs, mobility, pedestrian safety, transportation, and connect-ability. Their priorities were to increase their social participation, lifelong learnings, to remain in their own home for as long as possible, and adequate transportation. The group shared that their barriers are adequate transportation and many have started training on how to use the bus.

President Davidson appointed Board members to various committee and Board liaison assignments and made some changes to existing assignments. Follow-up from the Board Retreat is to start up some ad hoc committees. There will be a slight change in governance structure temporarily due to piloting these subcommittees. The subcommittees we are starting up initially are the Legislative Committee, which President Davidson is appointing himself, Director Carney and Director Busch to work with Mr. Pollock and Mr. Penn to develop a legislative agenda to bring back to the Board for approval. The second committee starting up is the Executive Committee to update the bylaws and code of conduct. President Davidson met with Mr. Pollock and discussed that at the October Work Session meeting, he will add a discussion item to the agenda to talk about our environmental impact. This topic is one of the key strategic initiatives and he would like a fruitful conversation with brainstorming on how we can execute that strategic initiative. President Davidson reminded the Board that if there are any items they would like to see on the agenda, let him know

K. ADJOURN BOARD MEETING

8:24 PM

Respectfully submitted,

A handwritten signature in black ink that reads "Ian Davidson". The signature is written in a cursive style with a large, stylized "I" and "D".

Ian Davidson, President