

Salem Area Mass Transit District
Board of Directors~ **Virtual WORK SESSION** ~
Thursday, March 24, 2022
5:30 – 6:30 PM

THIS WORK SESSION WILL BE HELD VIRTUALLY VIA *ZoomGov* IN ACCORDANCE WITH FEDERAL AND STATE DIRECTIVES FOR PUBLIC TRANSIT AGENCIES TO KEEP PEOPLE SAFE AND HEALTHY DURING THE COVID-19 PANDEMIC.

ZoomGov Virtual Meeting Platform:

<https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZlV1BUM3QvWEU3bnplbHYzZz09>

Meeting ID: **160 519 4427** | Passcode: **512136**

Landline (*Long distance charges may apply*)

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One tap mobile

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AGENDA**1. CALL TO ORDER**

- a. Announcements

2. PRESENTATION - None**3. DISCUSSION**

- a. Redistricting the Board's Subdistricts in the Urban Growth Boundary area of Salem and Keizer
 - Presented by Lesley Hegewald, GIS Coordinator, Mid-Willamette Valley Council of Governments (MWVCOG)
- b. Rapid Transit Discussion

4. GENERAL MANAGER COMMENTS

- a. Upcoming Board Agenda Items
- b. Board Calendar Review

5. ADJOURN**Mission**

Connecting people with places
through safe, friendly, and reliable public transportation services

Values

Safety – Service Excellence – Communication – Innovation – Accountability

Virtual Meetings: The Board's work sessions are public meetings in a place that is ADA accessible. However, this Work Session will be virtual in response to the Covid-19 pandemic and in following federal and state directives for public transit agencies.

Closed Captioning (CC): ZoomGov's live streaming platform includes Closed Captioning (CC) to allow for greater audience inclusion in the meeting. The not so good thing about Closed Captioning (CC) is that it does not always translate well.

Alternate Formats are available to individuals with limited English proficiency. Requests can be made to the Clerk of the Board by phone at 503-588-2424 ext. 7535; or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Please allow for a 48 hour notice. Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

Electronic Copies of the Board's work session agenda packet are distributed 6-7 days prior to the meeting, and can be found on the Cherriots website under Public Meetings and Notices:
<https://www.cherriots.org/meetings/>.

Email Distribution List: If you wish to be added to the Board's meeting distribution list, please send your email address to the Clerk of the Board at publictestimony@cherriots.org.

Reuniones virtuales: las sesiones de trabajo de la Junta son reuniones públicas en un lugar accesible a la ADA. Esta sesión de trabajo será virtual solo a través de ZoomGov en respuesta a la pandemia de Covid-19 y siguiendo las directivas del gobernador Brown.

Subtítulos ocultos (CC) de ZoomGov: la plataforma de transmisión en vivo de ZoomGov tiene la capacidad de incluir subtítulos ocultos (CC). Lo bueno de esto es que puede ayudar con la participación de nuestra audiencia en la reunión. Lo que no es tan bueno es que la capacidad de incluir subtítulos ocultos no siempre se traduce bien.

Los formatos alternativos están disponibles para personas con dominio limitado del inglés. Las solicitudes se pueden hacer al Secretario de la Junta por teléfono al 503-588-2424 ext. 7535; o con la ayuda de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). Permita un aviso de 48 horas. El horario de oficina de la administración de Cherriots es de lunes a viernes de 8:00 a. M. A 5:00 p. M.

Se distribuyen copias electrónicas del paquete de la agenda de la sesión de trabajo de la Junta de 6 a 7 días antes de la reunión, y se pueden encontrar en el sitio web de Cherriots en Reuniones públicas y avisos: <https://www.cherriots.org/meetings/>.

Lista de distribución de correo electrónico: si desea que se le agregue a la lista de distribución de reuniones de la Junta, envíe su dirección de correo electrónico al Secretario de la Junta a publictestimony@cherriots.org.

Upcoming Work Session and Board Meeting Agenda Items

March 1, 2022

<p>To Be Scheduled</p> <ul style="list-style-type: none"> • Infineum Project (TD) • Contract for Broker Services (CC) • Contract for A&E Services (SD) • BSIP Group #6 (SD) • Annual Transit Asset Management Plan (DT) • Annual PTASP Update (DT) 	<ul style="list-style-type: none"> • Tyler/Munis Project Update (DL) • Board Retreat - Strategic Plan (AP) May/June • Del Webb Tour (AP) • Fare Ordinance / Title VI <ul style="list-style-type: none"> ○ (1st/2nd Reading/30 day waiting period)
<p>April 28, 2022 Packets due to GM office: April 14</p> <p>Work Session</p> <ul style="list-style-type: none"> • Strategic Plan Update (AP) • 23-25 STIF Plan (SD+DT) <p>Board Meeting</p> <ul style="list-style-type: none"> • May Service Change Briefing (DT) • Contract for Incident Management Software (TD) • Rescind the STF Bylaws (TD) • Amend STIFAC Bylaws (SD) • BSIP Group #5 (SD) • Adopt Redistricting Maps (AP) 	
<p>May 26, 2022 Packets due to GM office: May 12</p> <p>Work Session</p> <ul style="list-style-type: none"> • Contracted Transportation Services (TD) <p>Board Meeting</p> <ul style="list-style-type: none"> • Consent: Adopt FY 2023 Board Meeting Schedule (AP) • Contract for Advertising Services (PF) • Contract for Audit Services (DL) • Q3 Reports: Finance, Performance, Transportation Options 	
<p>June 23, 2022 Packets due to GM office: June 9</p> <p>Work Session</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • Budget Hearing (DL) • Deliberation of Budget Hearing (DL) • Res #2022-XX Adoption of FY 2023 Approved Budget (DL) • Consent: Approval of FY 2023 United Way Donation (AP) • Contract for Contracted Transportation Services (TD) 	

July 21, 2022

Packets due to GM office: July 7

Work Session

Board Meeting

- Acceptance of the Preliminary FY 2022 Financial Report (DL)
- Election of Officers and Oath of Office (July odd # years) (AP)

August XX, 2022

Packets due to GM office: August XX

Work Session

Board Meeting

- September Service Change Briefing (DT)
- Q4 Reports: Performance, Transportation Options
- Board's Committee Assignments (August, odd # years) (AP)

September XX, 2022

Packets due to GM office: September X

Executive Session

- General Manager Performance Appraisal (AP)

Board Meeting

- Potential Action on GM Performance Evaluation & Compensation
- Information: FY 2022 Security Report (DT)
- FY 2022 Performance Report (DT)

October XX, 2022

Packets due to GM office: October XX

Work Session

Board Meeting

- Consent: Approval of FY 2024 Budget Calendar (DL)

November XX, 2022 (X Thursday)

Packets due to GM office: November X

Board Meeting

- Q1 Reports: Finance, Performance, Transportation Options

TO: SAMTD BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CALENDAR OF SCHEDULED MEETINGS

**** The District follows the guidelines regarding the Covid-19 pandemic set by the State and Federal governments for public transportation. The District currently holds their board and advisory committee meetings virtually using *Google Meet or Zoom*****

- CHERRIOTS.ORG/MEETINGS/ for more information about a particular meeting.
- **PUBLIC COMMENTS:** publictestimony@cherriots.org on any Board or advisory committee business; or to be added to the email distribution list for meeting announcements.
- CHERRIOTS.ORG/GETTINGINVOLVED for more information about the advisory committees to the Board, or to contact your Board representative. Thank you for your interest in Cherriots.

APRIL 2022

9-11			APTA Transit CEOs Seminar
			• Denver, CO
15	Fri	8am-5pm	Due Date: Board to file SEI Report through OGEC
19	Tue	5:30 PM	Citizens Advisory Committee Virtual Meeting**
28	Thu	5:15 PM	SAMTD Board Work Session **
		6:30 PM	SAMTD Board of Directors Meeting **
			• (Comcast Cable Channel 21 and ZOOM)

MAY 2022

1-4			APTA Mobility Conference – Columbus, OH
5	Thu	6:00 PM	SAMTD Budget Committee Meeting 1
12	Thu	6:00 PM	SAMTD Budget Committee Meeting 2
19	Thu	6:00 PM	SAMTD Budget Committee Meeting 3
			• <i>(for up-to-date information on Budget Committee Meetings, go to http://www.cherriots.org/meetings)</i>
26	Thu	5:15 PM	SAMTD Board Work Session **
		6:30 PM	SAMTD Board of Directors Meeting **
			• (Comcast Cable Channel 21 and Zoom)
30	Mon	HOLIDAY	Memorial Day Cherriots Administrative Offices Closed Customer Service Open Holiday bus service

JUNE 2022

21	Tue	5:30 PM	Citizens Advisory Committee Virtual Meeting**
23	Thu	6:30 PM	Budget Hearing - SAMTD Board of Directors Meeting
			• (Comcast Cable Channel 21 and Zoom)

~ The Board of Directors votes on their meeting schedule for FY2023 at the June 23, 2022 meeting ~

JULY 2022

4	Mon	HOLIDAY	Independence Day Cherriots Administrative Offices Closed Customer Service Open Holiday bus service
TBD	Thu	5:15 PM 6:30 PM	SAMTD Board Work Session SAMTD Board of Directors Meeting <ul style="list-style-type: none"> (Comcast Cable Channel 21 and Zoom)

AUGUST 2022

			KeizerFEST Sponsor Appreciation Luncheon KeizerFEST Parade
16	Tue	5:30 PM	Citizens Advisory Committee Virtual Meeting**
TBD	Thu	5:15 PM 6:30 PM	SAMTD Board Work Session SAMTD Board of Directors <i>Virtual</i> Meeting <ul style="list-style-type: none"> (Comcast Cable Channel 21 and Zoom)

SEPTEMBER 2022

			HOLIDAY Labor Day Cherriots Administrative Offices Closed Customer Service Open Holiday bus service
TBD	Thu	5:15 PM 6:30 PM	SAMTD Board Executive Session * <ul style="list-style-type: none"> G.M. Performance Evaluation ORS 192.660(2)(i) SAMTD Board of Directors Meeting ** <ul style="list-style-type: none"> (Comcast Cable CC:Media Channel 21 and Zoom)

OCTOBER 2022

18	Tue	5:30 PM	Citizens Advisory Committee
	Thu	5:15 PM 6:30 PM	SAMTD Board Work Session ** SAMTD Board of Directors Meeting ** <ul style="list-style-type: none"> (Comcast Cable Channel 21 and Zoom)
Oct 9-12, 2022			APTA TRANSform Conference - Seattle, WA

NOVEMBER 2022

11		HOLIDAY	Veterans Day Customer Service Open Sunday Level Bus Service Cherriots Administrative Offices Closed
	Thu	6:30 PM	SAMTD Board of Directors Meeting ** <ul style="list-style-type: none"> (Comcast Cable Channel 21 and Zoom)
	Thu	HOLIDAY	Thanksgiving Day Cherriots Administrative Offices Closed Customer Service Closed No bus service

DECEMBER 2022

	Sat	7:00 PM	Keizer Holiday Lights Parade
13	Tue	5:30 PM	Citizens Advisory Committee Virtual Meeting**
	Thu	6:30 PM	SAMTD Board of Directors Meeting ** <ul style="list-style-type: none"> (Comcast Cable Channel 21 and Zoom)
25	Sun	HOLIDAY	Christmas Day Cherriots Administration Offices: Closed Customer Service Closed No bus service
26	Mon		Cherriots Observed Holiday Cherriots Administration Offices: Closed Customer Service Open Regular bus service