

# Salem Area Mass Transit District

## ~ Special Transportation Fund Advisory Committee Virtual Meeting ~

Thursday, November 19, 2020  
Courthouse Square – Senator Hearing Room  
555 Court Street NE, Salem, Oregon 97301

### MINUTES

<b>Members Present:</b>	Ron Harding, Chair; John Hammill, Vice Chair; Bryant Baird, Emily Broussard, Marja Byers, Mayor Jeremy Gordon
<b>Absent:</b>	Director Charles Richards, SAMTD Board Liaison; Jean Sherbeck, Sherena Meagher-Osteen
<b>Staff Present:</b>	Steve Dickey, Director of Technology and Program Management; Melissa Kidd, Customer Service Manager; Lisa Carignan, Outreach Representative
<b>Guests:</b>	Director Colleen Busch, SAMTD Board of Directors; Kathleen McClaskey, City of Woodburn
<b>Recorder:</b>	Jolene White, Administrative Assistant, Technology and Program Management

#### **A. CALL TO ORDER AND NOTE OF ATTENDANCE**

Chair Harding called the meeting to order at 9:04 AM. Attendance was noted that a quorum was present.

##### **1. Safety Moment:**

Mr. Dickey shared the *“Safety Moment”* thought of the day. Now that it is getting darker earlier, and with bad weather making it hard to see, please be aware of pedestrians. Make sure if you are out after dark, that you also wear bright and/or reflective clothing so you can also be seen. It is also important to continue to remember and practice the three W's: Wear, Watch, and Wash.

- **Wear** your mask to cover your nose and mouth.
- **Watch** your distance by remaining at least 6 feet apart.
- **Wash** your hands often with soap and water for at least 20 seconds, or use hand sanitizer.

Mr. Dickey also recommended a change to the agenda. He would like to add two topics; Update on the STF and STIF merger and, confirm the committee's next meeting dates. Chairman Harding agreed to add these items to the agenda.

## **B. PUBLIC COMMENT**

There were no public comments submitted and no public present.

## **C. APPROVAL OF MEETING MINUTES – July 16, 2020**

No additional changes were requested to the minutes from July 16, 2020.

**Mayor Gordon motioned to approve the minutes from the STFAC July 16, 2020 meeting. Motion was seconded by Ms. Byers. All ayes and no opposed. The motion carried.**

## **D. ACTION ITEMS**

### **1. Nominate a Chairperson for recommendation to the Board of Directors.**

Chair Harding said he would be happy to chair the committee through the end of 2021, but he is also happy to entertain any other nominations for the chair. There were none.

**Mr. Hammill motioned for the nomination of Mr. Ron Harding as Chair of the STFAC to be recommended to the Board of Directors. Motion seconded by Mayor Gordon. All ayes and no opposed. The motion carried.**

### **2. Nominate a Vice Chairperson for recommendation to the Board of Directors.**

Even though both Mr. Harding and Mr. Hammill had recently agreed to these positions, Chair Harding asked Vice-Chair Hammill if he would agree to continue in this role to which Vice-Chair Hammill agreed.

**Ms. Broussard motioned for the nomination of Mr. John Hammill as Vice Chair of the STFAC to be recommended to the Board of Directors. Motion seconded by Mr. Row. All ayes and no opposed. The motion carried.**

## **E. INFORMATION ITEMS**

### **1. STF and STIF Merger Update.**

The actual merger for the funding to take effect isn't until the 2023-2025 biennium, which means the funding period in FY2024 and FY2025. Since this will be a new process with new guidelines from ODOT, they have indicated the new information notification will be released in the spring of 2022, in order to allow additional time with the new process. With that in mind, it would not be good to have a new formation of a committee too close to that date so Mr. Dickey believes the merger process, including the formation of the new committee should start taking place towards the middle of 2021. No word yet on the naming of the new committee and the rules from ODOT have not yet been released, but once they are released we should know more about the size of the committee, the composition of the members, etc. The new Administrative Rules will help guide the process of the merger. When the discussion of merging these committees took place during the legislative session, there was concern raised regarding the need for adequate representation of some groups within both committees. Mr. Dickey feels there will be specific guidelines for a broader representation on the new committee. That said, it could mean we need to recruit more members and there will be a new set of bylaws for the committee although the administrative portion should not change. Mr. Dickey does keep

bringing up the concern that a merger like this does take time and he mentions it during his PTAC meetings (Public Transit Advisory Committee.)

## **2. Upcoming Committee Timeline and Meeting Dates**

Mr. Dickey shared that the District just received the notification for the upcoming timeline for this biennium. Next week Ms. White will send out the public notices for the STF 5310/5311 funding opportunity. The applications are due back to the District January 6, 2021. Ms. White will send the applications out to the committee members on January 8, 2021. The STFAC and TAC meeting to go over those applications is scheduled for February 2, 2021. The recommendation will go to the SAMTD Board of Directors at their February meeting and will be sent to ODOT on March 1, 2021.

## **F. QUESTIONS/COMMENTS**

Chair Harding went over with staff if alternative funding opportunities had been sent to Fall City as well as to other public service providers. Ms. White has sent out all funding opportunities to all of the public service providers in the district.

Chair Harding asked Mr. Dickey if the projected revenues that came in are lower for this time. Mr. Dickey explained that the July forecast was a significant drop in revenue, but the October forecast that the District received from ODOT actually showed higher projections than expected. It is not back to pre-pandemic amounts, but sufficient to keep planned service changes. The recent increase in COVID-19 cases may have an impact on future payroll revenues.

Vice Chair Hammill asked Mr. Dickey what he thought the significance of the ballot that just passed that increased the cigarette tax would be on the funding revenues. Mr. Dickey explained that his tax increase will likely have an impact on the funding, but likely not a good one. The way the bill is worded is that the cigarette tax that is collected for the Special Transportation Fund is two cents per pack of cigarettes (millage rate per cigarette). This bill is designed to discourage smoking and the amount of smokers will likely go down. While this is a good thing for public health, it will likely lower cigarette sales and thus lower the current revenue stream.

The next STFAC meeting will be held February 2, 2021.

## **G. ADJOURN**

Chair Harding adjourned the meeting at 9:35 AM.