



SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS WORK SESSION AGENDA PACKET

Thursday, July 10, 2025 at 5:30 p.m.

Members: Joaquín Lara Midkiff | Ramiro Navarro Jr. | Sadie Carney | Maria Hinojos Pressey |
Ian Davidson | Sara Duncan | Bill Holmstrom

Available meeting formats:

In Person: Senator Hearing Room, 555 Court Street NE, Salem, Oregon 97301

Zoom Gov: **Meeting ID:** 161 821 3987 | **Passcode:** 200746

Link: <https://cherriots-org.zoomgov.com/j/1618213987?pwd=WDVadHdEcWh4WGp3TGFnek1QZjUrUT09>

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Formatos de reunión disponibles:

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Copias electrónicas: Los paquetes del orden del día están disponibles en <https://www.cherriots.org/meetings/>.

Lista de distribución por correo electrónico: Para inscribirse en la lista de distribución de reuniones públicas del Distrito, envíe un correo electrónico al Secretario de la Junta a publictestimony@cherriots.org.



AGENDA

1. CALL TO ORDER

- A. Note of Attendance for a Quorum
- B. Safety Minute
- C. Announcements | Changes to Agenda

2. PRESENTATIONS

- A. Bus Stop Inventory Update 3

3. DISCUSSIONS

- A. Committee Board Assignments 10

4. GENERAL MANAGER COMMENTS

- A. Upcoming Board Agenda Items 14
- B. Board Calendar Review 16

5. ADJOURN

NEXT MEETING: AUGUST 14, 2025

To: Board of Directors
From: Chris French, Service Planning Manager
Shofi Ull Azum, Chief Planning and Development
Thru: Allan Pollock, General Manager
Date: July 10, 2025
Subject: Bus Stop Accessibility Assessment Report

In January 2025, the Planning Department launched a comprehensive bus stop inventory to evaluate the condition and accessibility of all transit stops within the District's service area. Over six months, staff conducted on-site evaluations at all 797 bus stops, collecting 52 distinct data points per location. These were systematically recorded in the Automated Transit Stop Inventory Management (ATSIM) database, supporting accurate and efficient data management.

The inventory provided critical insights into the accessibility and available amenities:

- 41.5% (338 stops) were fully compliant with the Americans with Disabilities Act (ADA) standards, ensuring accessibility for all passengers.
- 38.5% (313 stops) were classified as functional but not fully ADA-compliant.
- 17.9% (146 stops) were identified as non-ADA accessible, highlighting areas requiring immediate attention.
- 760 bus stops have sidewalk access, while 37 bus stops currently do not have sidewalk connectivity.

Type	Local	Regional	Total
ADA Compliant	268	70	338
Functional but not ADA compliant	258	55	313
Non-ADA Accessible	110	36	146
Total	636	161	797

In addition to accessibility, the inventory documented key infrastructure features such as shelters, benches, trash receptacles, lighting, and other amenities. This comprehensive dataset provides a robust foundation for data-driven decision-making.

Bus Stop Amenities Summary Table

Amenity Type	Total	Local	Regional	% in Good Condition	% in Average Condition
Bus Stops with Shelters, Benches and Trash Cans	133	104	29	98%	2%
Bus Stops with Simme-Seats (Bench) Only	36	31	5	97%	3%
Bus Stops with Trash Receptacles Only	214	–	–	–	–
Bus Stops with Lighting	163	126	37	–	–
Bus Stops without Lighting	632	508	124	–	–

By integrating these findings with additional data sources, the District can effectively inform its partner cities and counties of transit needs while continuing to prioritize its infrastructure requirements. This collaborative approach will enable strategic improvements to bus stop facilities and surrounding pedestrian infrastructure, enhancing safety, accessibility, and the overall user experience for transit riders across the region.

This inventory represents a significant step toward optimizing the District's transit infrastructure, fostering greater equity, and enhancing the quality of service for all community members.

Salem Area Mass Transit District Bus Stop Accessibility Assessment

Presented By:
Planning Department
July 10, 2025



Bus Stop Inventory Initiative



- **Objective:** Assess the condition and accessibility of all bus stops in the District's service area.
- **Timeline:** January 2025 – June 2025 (6 months)
- **Scope:** Evaluating 797 bus stops (719 Local and 78 Regional bus stops)
- **Methodology:** On-site inspections, 52 data points per stop, logged in ATSIM database.

Bus Stop Accessibility Results

- **Fully ADA Compliant:**
41.5% (338 stops)
- Meets ADA standards for width and slope of boarding area



Bus Stop Accessibility Results

- **Functional (Non-ADA):**
38.5% (313 stops)
- Meets either width or slope standards, but not both.



Bus Stop Accessibility Results

- **Non-ADA Accessible:**
17.9% (146 stops)
- Does not meet ADA boarding area standards.



Bus Stop Accessibility Results

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ATSIM Demonstration: Bus Stop Amenities

<https://ftis.org/atsim/login.aspx>

Commitment to Accessible Transit

- Foundation for equitable, safe, and accessible transit
- Enhancing infrastructure for all community members



Moving Forward



- Prioritize stops for upgrades
- Continued stakeholder/partner engagement
- Regular monitoring and updates



TRANSIT BOARD COMMITTEE MEMBERSHIP

Entities	Role
Executive Subcommittee Members: <ul style="list-style-type: none">• President Hinojos Pressey• Vice President Davidson• Treasurer Carney Alternative (A): • Secretary Duncan Staff Lead (SL): • GM Pollock	The president, vice-president, and treasurer serve on the Executive Committee. In the absence of any member, the secretary may attend. The Executive Committee may meet at the discretion of the president to resolve any emergency policy or legislative issue that requires immediate action between regularly scheduled Board meetings. The Executive Committee is subject to the authority of the Board, and none of the acts of the Executive Committee shall conflict with action previously taken by the Board regarding the same subject. To the extent possible, such emergency actions are deferred to a special meeting of the Board.
Legislative Subcommittee Members: <ul style="list-style-type: none">• Chair Carney• Director Davidson• Director Navarro Jr. Staff Lead (SL): • GM Pollock	Leads the Board's legislative efforts.
Finance Subcommittee Members: <ul style="list-style-type: none">• Chair Carney• Director• Director SL • CFO LaRue	
Diversity, Equity, and Inclusion (DEI) Subcommittee Members: <ul style="list-style-type: none">• Chair Duncan• Director Lara Midkiff• Director Hinojos Pressey SL • CELRO Rose	Leads the Board's diversity, equity, and inclusion efforts.



TRANSIT BOARD COMMITTEE MEMBERSHIP

Entities	Role
FY27 Service Enhancement Subcommittee (SES) Members: <ul style="list-style-type: none">• Chair Davidson• Director Holmstrom• Director Navarro Jr.SL • GM Pollock	The SES will oversee the activities of the Service Enhancement Project and activities surrounding the FY27 Service Enhancement Plan. Meet as determined by the subcommittee chair.
Mid-Willamette Valley Council of Governments (MWVCOG) Members: <ul style="list-style-type: none">• Primary (P): Director Davidson• Alternative (A): Director CarneySL • GM Pollock	A voluntary association of local governments - Marion, Polk, and Yamhill Counties, cities within those counties, several special districts, and the Confederated Tribes of Grand Ronde. MWVCOG coordinates regional planning and development activities; and provides technical assistance and local services tailored to member governments. Meetings are the 3rd Tuesday of March, June, October and December from 3:30-5:30 p.m. The SAMTD Board President typically fills this role.
Mid-Willamette Valley Regional Rail Advisory Committee Members: <ul style="list-style-type: none">• P: Director Holmstrom• A:SL •	
Salem/Keizer Area Transportation Study (SKATS) Policy Committee Members: <ul style="list-style-type: none">• P: Director Carney• A: Director DuncanSL • CPDO Azum	SKATS is the designated Metropolitan Planning Organization (MPO) for the Salem-Keizer area; and is directed by a Policy Committee. SKATS focuses on transportation planning activities, plans, and studies within the Salem-Keizer urban area for transportation facilities of regional significance. The Policy Committee adopts the long-range regional transportation plan and decides how the federal transportation funds available to the urban area will be spent on transportation projects and programs. Meets the 4th Tuesday of every month from 12:00-1:30 p.m.



TRANSIT BOARD COMMITTEE MEMBERSHIP

Entities	Role
Mid-Willamette Area Commission on Transportation (MWACT) Members: <ul style="list-style-type: none">• P: Director Duncan• A:SL • CPDO Azum	Advisory to the Oregon Transportation Commission (OTC) on the Statewide Transportation Improvement Program (STIP); prioritizes STIP projects; conducts highway safety studies; hears presentations on issues and developments on all modes of transportation. Meetings are held on the 1st Thursday of the month from 3:30-5:30 p.m., as needed.
Statewide Transportation Improvement Fund Advisory Committee (STIFAC) Liaison Members: <ul style="list-style-type: none">• P: Director Navarro Jr.• A:• SL: CPDO Azum	The STIFAC prioritizes and recommends projects to the Board acting as the qualified entity for Marion and Polk Counties to be funded by STIF revenues. No set meeting schedule.
Community Advisory Committee (CAC) Liaison Members: <ul style="list-style-type: none">• P: Director Holmstrom• A: Director Navarro Jr.• SL: COO Tom Dietz	Advisory committee to the Board on transit-related issues, and makes recommendations for transit service improvements. Meetings are at 5:30 p.m. on the 3rd Tuesday of the months of February, April, June, August, October & December
Salem Chamber of Commerce Monthly Forum Members: <ul style="list-style-type: none">• Any one Board Member as schedule allows• SL: GM Pollock	The forum features speakers that cover a wide variety of topics designed to build awareness, foster understanding, and spark conversation in the community. It runs from September through May - 2nd Monday of the month at 12:00 p.m. (except for October and November – 1st Monday of the month)
Salem Economic Development Corporation (SEDCOR) Members: <ul style="list-style-type: none">• Any one Board Member as schedule allows• SL: GM Pollock	Experts speak about timely topics pertinent to business leaders across the spectrum of industries. This is a monthly business lunch held on the 2nd Wednesday at Broadway Commons.



TRANSIT BOARD COMMITTEE MEMBERSHIP

Entities	Role
Salem Scenario Planning Advisory Committee	
Members: <ul style="list-style-type: none">• P: Director Carney• A:• SL:	
West Salem Business Association (WSBA)	
Members: <ul style="list-style-type: none">• P: Director Lara Midkif• A:• SL: GM Pollock	
Meetings provide members an opportunity to network, exchange ideas and information, and get updates on association activities. Meetings are held on the 4th Thursday of the month from 11:45 a.m. – 1:00 p.m. at West Salem Roth's.	

To: Board of Directors
From: Allan Pollock, General Manager
Date: 7/10/2025
Subject: Upcoming Work Session and Board Meeting Agenda Items

Upcoming Work Session and Board Agenda Items

AP - Allan Pollock | DT - David Trimble | CC - Cliff Carpentier | DL - Denise LaRue | JR - Jaél Rose | SA - Shofi Azum | TD - Tom Dietz

* Consent Calendar

To Be Scheduled:			
Board Meeting		Work Session	
Award of Contract for AIP Group 6	SA	Safety & Security COOP	CC
Award of Contract for DW Fencing	CC	Cybersecurity Assessment	DT
SSTC Land Acquisition	DT	Transportation Options	SA
Award of Contract for Buy America Services	TD		

July 24, 2025

Executive Session

Labor Negotiations JR

Board Meeting

Action Items		Informational Items	
Acceptance of the Preliminary FY2025 Financial Report	DL	Service Change Briefing for September 2025	SA
Election of Officers and Oath of Office	AP	CCC Update	AP JR
Board Committee Review and Assignment	AP		
Award of Contract for Farebox Replacement	TD		
Approval of Asset Donation	TD		
Adopt Resolution 2025-XX, Property Designation for SSTC	DT		
		Presentations	
		2025 State Legislative Session Report	AP

August 14, 2025

Work Session

COA SA
 ITS & BEB Dashboard Demonstration TD | SA
 Long Range Financial Forecast DL

Executive Session

General Manager Performance Evaluation JR

August 28, 2025

Board Meeting

Action Items		Informational Items	
Q4 NTD Reportable Assault Data *	CC	Q4 Strategic Plan Report	AP
Potential Action on GM Performance Evaluation and Compensation	JR	Q4 Finance Report	DL
Year-End & Capital Project Review / Update	DT	CCC Update	AP JR
		Presentations	

Upcoming Work Session and Board Agenda Items

AP - Allan Pollock | DT - David Trimble | CC - Cliff Carpentier | DL - Denise LaRue | JR - Jaél Rose | SA - Shofi Azum | TD - Tom Dietz

* Consent Calendar

September 11, 2025

Work Session

SSTC Redesign Discussion DT

September 25, 2025

Board Meeting

Action Items

Award of Contract for EAMS (Software)	TD
Ordinance (1) XX, First Reading	AP
Ordinance (2) XX, First Reading	AP

Informational Items

FY2025 Annual Performance Report	SA
FY2025 Annual Commuter Options Report	SA
FY2025 Annual Marketing Report	JR
FY2025 Annual Security Report	CC

Presentations

October 9, 2025

Work Session

ZEF (Zero-Emission Fleet) Discussion TD

Executive Session

Labor Negotiations JR

October 23, 2025

Board Meeting

Action Items

Approval of FY2027 Budget Calendar *	DL
Reappoint Budget Committee Members *	AP DL
Ordinance (1) XX, Second Reading	AP
Ordinance (2) XX, Second Reading	AP

Informational Items

Presentations



WORK SESSION MEMO

Agenda Item 4.B

To: Board of Directors
From: Allan Pollock, General Manager
Date: July 10, 2025
Subject: Board Calendar

Board Calendar

July

F	4		Independence Day Cherriots Administrative Offices Closed Saturday-level Bus Service
F	11	9:30a	District Board DEI Subcommittee
Th	10	4:15p	District Board SES Subcommittee
Th	10	5:30p	District Board Work Session
Th	24	5:30p	District Board of Directors Meeting

August

S	2	6:30	Family Fund Day
F	1	9:30a	District Board DEI Subcommittee
Th	14	4:15p	District Board SES Subcommittee
Th	14	5:30p	District Board Work Session
Tu	19	5:30p	Community Advisory Committee
Th	28	5:30p	District Board of Directors Meeting

September

XX			Get There Challenge
M	1		Labor Day Cherriots Administrative Offices Closed Saturday-level Bus Service
14-17			APTA TRANSform Conference
F	5	9:30a	District Board DEI Subcommittee
Th	11	4:15p	District Board SES Subcommittee
Th	11	5:30p	District Board Work Session
Th	25	5:30p	District Board of Directors Meeting