SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS

~ WORK SESSION ~

Monday, May 14, 2018
5:30 PM

Courthouse Square – Senator Hearing Room
Marion County Commissioners Board Room #5231
555 Court Street NE, Salem, Oregon 97301

AGENDA

1. CALL TO ORDER (President Bob Krebs)

2. PRESENTATION
   a. RTSP 101 and Discussion of Goals Language .......................... 1
      Presentation by Ray Jackson, Senior Planner-Transportation,
      Mid-Willamette Valley Council of Governments

3. DISCUSSION
   a. Salem City Council’s Congestion Relief Task Force Report .......... 11
   b. Service Enhancement Discussion – Statewide Transportation
      Improvement Fund Advisory Committee (STIFAC) Configuration 13
   c. Review Proposed FY2019 Board Meeting Calendar .................... 19

4. GENERAL MANAGER COMMENTS
   a. Draft Agenda for the May 24, 2018 Regular Meeting ...................... 21
   b. Upcoming Board Agenda Items ........................................... 23
   c. Calendar Review .................................................................. 25

5. ADJOURN
This is an open and public meeting in a place accessible to people with disabilities. For individuals who need the assistance of Interpreters for sign language or for languages other than English to participate in the meeting, please contact the Clerk of the Board by email at linda.galeazzi@cherriots.org or by phone at 503-588-2424. (For individuals with hearing loss, please call the Oregon Telecommunications Service, 711.) Office hours are Monday-Friday from 8:00 AM to 5:00 PM.

Esta es una reunión abierta y pública en un lugar accesible para personas con discapacidades. Para las personas que necesitan la asistencia de intérpretes para el lenguaje de señas o para idiomas distintos del inglés para participar en la reunión, comuníquese con el Secretario del Consejo por correo electrónico a linda.galeazzi@cherriots.org o por teléfono al 503-588-2424. (Para personas con pérdida de audición, llame al Servicio de Telecomunicaciones de Oregon, 711.) El horario de atención es de lunes a viernes de 8:00 a.m. a 5:00 p.m.
To: Board of Directors

From: Chris French, Senior Planner  
Stephen Dickey, Director of Transportation Development

Thru: Allan Pollock, General Manager

Date: May 14, 2018

Subject: Regional Transportation Planning

The Mid-Willamette Valley Council of Governments staff will provide an overview of Regional Transportation System Planning process and the different aspects that are involved. This will include the topics of what the Metropolitan Planning Organization (MPO) does for the region, the function of the Salem Keizer Area Transportation Study (SKATS), and the purpose of the Regional Transportation System Plan (RSTP).
The SKATS Regional Transportation Systems Plan (RTSP) provides a guide for maintaining and improving the current transportation system and identifies priority transportation investments. As part of the continuous planning process, the RTSP is updated every four years, with the next adoption scheduled for the May 28, 2019 SKATS Policy Committee meeting.

What is Happening Now

**UPDATE & ANALYSIS**

Below is the tentative schedule for this update which includes many opportunities for input from the public. It will be updated as dates and events are confirmed. We welcome your ideas and participation.

Policy Committee (PC) meetings are held the fourth Tuesday of the month at noon, and Technical Advisory Committee (TAC) meetings are held the second Tuesday of the month at 1:30 pm both at the MWVCOG offices located at 100 High Street SE in Salem. Agendas and materials are posted one (1) week before the meeting on this website.

**March 2018:**
- TAC: Discuss the existing Goals
- TAC: Review the performance indicators and measures
- PC: Discuss with PC the proposed RTSP update and Public schedule of events
- PC: Discuss the existing Goals and new requirements
- Public: Send to interested parties the proposed schedule of events via email, web, flyers

**April 2018:**
- TAC: Summary of public comments on Goals, recommendations
- PC: Summary of public comments on Goals, recommendations
- Public: Continue to receive comments on Goals until April 16th

**May 2018:**
- TAC: Begin update to financial forecasts and project list, identify projects that have been completed or obligated since 2015.
- PC: No RTSP related content anticipated

**June or July 2018:**
- TAC: Review Population and Employment forecasts and allocations
- PC: Review Population and Employment forecasts and allocations

**July 2018:**
- TAC: Review Introduction and Policy chapters
- PC: Review Introduction and Policy chapters

**August 2018:**
- TAC: No RTSP related presentations currently planned
- PC: No RTSP related presentations currently planned
RTSP Update 2019-2045

September 2018:
- TAC: Review Existing System chapter
- PC: Review Existing System chapter

October 2018:
- TAC: Review Identified Issues/Gaps chapter
- PC: Review Identified Issues/Gaps chapter

November 2018:
- TAC: Review Financial chapter and financial projections
- PC: Review Financial chapter and financial projections

December 2018:
- TAC: Review Project List and financial projections
- PC: No Meeting as the scheduled date is Dec 25
- Public: Comment on draft project list

January 2019:
- TAC: Review Future Systems and Impacts chapters
- PC: Review Future Systems and Impacts chapters

February 2019:
- TAC: Review Outstanding Issues and Executive Summary
- PC: Review Outstanding Issues and Executive Summary

March 2019:
- TAC: Review draft document
- PC: Review draft document

April 2019:
- TAC: Review Public Review Draft and recommend for release
- PC: Release Public Review Draft [April 22]
- Public: Outreach to groups, website comments, Open House, mailings etc., 30 day comment period, press releases

May 2019:
- TAC: Review public comments and recommend adoption
- PC: Public Hearing and adoption [May 28]
- Public: Public Hearing

Please check our website regularly for updates and meeting notices. For more information contact Ray Jackson at 503-540-1607, or rjackson@mwvcog.org.
Regional Transportation Planning
Overview of SKATS RTSP for the SAMTD Board
May 14, 2018

Overview
- What is a MPO?
- What is SKATS?
- The RTSP
- Questions

What is a MPO?
- Metropolitan Planning Organization (MPO)
- Federally required for areas larger than 50,000
- Facilitates federal funding for transportation
- Ensures comprehensive, consistent and coordinated transportation planning

SKATS
- Salem-Keizer Area Transportation Study
  - Cities: Keizer, Salem, Turner
  - Counties: Marion, Polk
  - Salem Area Mass Transit District
  - Salem-Keizer School District
  - ODOT
- MPO for the Salem-Keizer area
What Does SKATS Do?

- Regional Transportation Planning
- Participates in Planning Studies of Regional Significance
- Coordinates Efforts with Regional & State Partners
- Develops a Short-term Funding Program – Transportation Improvement Program (TIP)
- Develops a Long-Range Plan – The Regional Transportation System Plan (RTSP)

What Does SKATS Not Do?

- SKATS Does Not Own, Operate or Maintain any Facility, Program or Service.

- Allocates federal surface transportation funds to projects in the region
RTSP Overview

- First Adopted in 1996
- A Requirement of Federal Planning Regulations
- Last Update Adopted in 2015
  - Small Amendment in 2016
- Next Adoption Scheduled for May 28, 2019

RTSP Overview

- Long-Range Plan – Covers 20 years at a minimum
- Identifies transportation needs and recommended solutions
- Multi-modal
- Provides Estimated Costs and Forecasted Revenue
- Required to be Financially Constrained
- Updated every 4 years

RTSP Overview

- Oregon Transportation Plan
- SKATS RTSP
- Local Plans (Keizer TSP, Salem TSP, Cherriots...)
- Consistency between plans

RTSP

- Executive Summary (new)
- 1 – Introduction
- 2 – Policies
- 3 – Goals and Performance (new)
- 4 – Existing System
- 5 – Needs / Gap Analysis (new)
- 6 – Financial
- 7 – Proposed System
- 8 – Impacts
- 9 – Outstanding Issues
- Appendices
RTSP

• **Goals – Overall Direction**
• **Objectives – Make the Goals Actionable**
• **Indicators and Performance Measures – Track Progress**
  • Indicators – Regionally Developed
  • Performance Measures – Federally Required

Goals of the RTSP (1 of 2)

• **Able to meet the accessibility needs of the region for the next 20 years**
• **Multimodal and comprehensive**, supportive of moving goods and people by the mode of their choice
• **Preserved** in good repair (and replaced at the end of their useful life, as necessary) and **maintained** to be usable to protect the region’s investment
• Developed with the collaboration of state and local governments to enhance the **safety and security** of the regional system for all users and modes of travel
• **Equitable** for all users: that the benefits and burdens of the transportation system investments are distributed equally in the region. (Revised)

Goals of the RTSP (2 of 2)

• **Efficient** to use; this refers to a system that provides the greatest benefit to the users of the system and does so with projects that are cost appropriate
• Planned to **minimize the impact(s)** to the natural and built environment
• Developed and maintained with the **funds available** to the region
• Provide transportation infrastructure for a **vibrant regional economy** (Proposed)
• The result of an **open and continuous dialog** with the public, other stakeholders, local jurisdictions, and agencies within the SKATS area.

Objectives of the RTSP

- Efficient
- Reduce Impacts
- Multimodal
- Limit Congestion
- Preserve System
- Safe & Secure
RTSP & Transit

- RTSP Includes
  - Current Cherriots Projects and Services
  - Future Projects and On-Going Services
- Financial Constraint Applies to Transit

Timeline

- May – June: Background data, Goals
- July – October: Updating Chapters and Forecasts.
- November – February: Draft Chapters for Review
- March – May – Public Outreach with Draft Document
- April 2019 – Presentation to SAMTD Board?
- May 28, 2019 – Public Hearing & Adoption

Questions?
The City of Salem’s Congestion Relief Task Force met on April 20, 2018. The task force received a presentation on future transportation conditions of the study area, Transportation Solution Ideas, and evaluation criteria.

**Future Transportation Conditions**
DKS Associates gave an overview on traffic growth. Using traffic recorder data from the Oregon Department of Transportation, this data showed that traffic across the Salem bridges has increased by 12% from 2011 to 2016; an average of 2.3% per year. This was then broken down by average hourly weekday volumes with the AM peak being around 8:00 a.m. and the PM peak spanning the hours between 5:00 p.m. and 6:30 p.m. Also included were estimates for a ten year trip growth, and 2035 estimated AM and PM queuing on the west and east sides of the bridges.

**Transportation Solutions Ideas**
Results of the public survey were shared. There were 1,300 responses with 99 pages of comments. The comments were coded to reveal themes which condensed it to a nine page report. An overview of the range of ideas were organized into previously identified suggestions for additional lanes, ramp modifications, removing lane changes and weaving on bridges, improved operations, and other. Transportation Demand Management ideas were also presented; although not within the scope of this study. Task Force members were asked if any ideas should be dropped from consideration at this time. There was agreement to completely avoid ideas that would impact the Gilbert House Complex and the ability to continue using the Union Street Bridge for pedestrian and bicycle traffic. The Task Force wanted to consider roundabouts, if appropriate.
Evaluation Criteria

The Task Force reviewed and approved the evaluation criteria. Below are the evaluation criteria.

Primary:
Relieve congestion in the project area and advise the City on policies and actions to improve traffic flow.

Secondary:
Transportation
- Safety
- On-street parking
- Pedestrian facilities
- Bicycle facilities
- Transit facilities
- Property impacts/acquisition
- Emergency vehicle access and response time
- Grade-separated facilities
- Medians/turning/driveway limitations

Other:
- Parks
- Landscaping/visual impacts
- Community livability
- Area economic vitality
- Historical resources
- Cultural resources
- Consistency with city/state design standards
- Consistency with city/state adopted plans
- Project costs

The Task Force reviewed the meeting schedule and cancelled the May 4, 2018 meeting. The next scheduled meeting will take place on Friday morning, May 18, 2018 from 7:00-9:00 a.m. when the Task Force will look at the ideas for a transportation solution more in depth with the goal of choosing three ideas for further analysis.
To: Board of Directors

From: Allan Pollock, General Manager

Date: May 14, 2018

Subject: STIFAC Member Composition

It is time to identify candidates to reach out to for membership in the Statewide Transportation Improvement Fund Advisory Committee (STIFAC). Below you will find excerpts from the draft by-laws, and worksheets to assist in the process. The intent of this evening’s activity is to identify potential candidates, in accordance with the established requirements, to reach out to gauge interest.
Appointment and Membership
Members of the STIFAC are appointed by the SAMTD Board of Directors, and serve at the
pleasure of the Board. The STIFAC is composed of no less than seven (7) members and no
more than nine (9) members. Each member must meet any one or more of the
qualifications identified in Article II, Section 2 at the time of their appointment and for the
duration of their term. The STIFAC must include at least one person who is a low-
income individual; one person who is disabled or is age 65 or older; and one Public
Transportation Service Provider or non-profit public transportation service provider.

The District will include STIFAC members from both within and outside District
boundaries to the extent practicable. The District will attempt to appoint a STIFAC
composed of members that represent diverse interests, perspectives, geography, and the
demographics of the area.

Qualification
In order to be qualified to be appointed and continue to serve as a member of the STIFAC,
the person must be knowledgeable about the public transportation needs of residents or
employees located within or traveling to and or from the District. In addition, to be qualified
to be appointed and continue to serve, the person must be a member of or represent any
one or more of the following:

(A) Local governments, including land use planners;
(B) Public Transportation Service Providers;
(C) Non-profit entities which provide public transportation services;
(D) Neighboring public transportation service providers;
(E) Employers;
(F) Public health, social and human service providers;
(G) Transit users;
(H) Transit users who depend on transit for accomplishing daily activities;
(I) Individuals age 65 or older;
(J) People with disabilities;
(K) Low-income individuals;
(L) Social equity advocates;
(M) Environmental advocates;
(N) Bicycle and pedestrian advocates;
(O) People with limited English proficiency;
(P) Educational institutions; or,
(Q) Major destinations for users of public transit.
## Member Composition

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<tr>
<th>Pos #</th>
<th>Criteria</th>
<th>Candidate</th>
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### Candidate Worksheet

<table>
<thead>
<tr>
<th>Category</th>
<th>Participants</th>
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<tbody>
<tr>
<td>Local governments, including land use planners;</td>
<td>City of Salem&lt;br&gt;City of Keizer&lt;br&gt;Marion County&lt;br&gt;Polk County&lt;br&gt;(Elected, planners, Transit Committee)</td>
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<tr>
<td>Public Transportation Service Providers;</td>
<td>Cherriots&lt;br&gt;Woodburn Transit&lt;br&gt;Silverton Trolley</td>
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<tr>
<td>Non-profit entities which provide public transportation services;</td>
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<tr>
<td>Neighboring public transportation service providers;</td>
<td>City of Albany&lt;br&gt;SMART</td>
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<tr>
<td>Employers;</td>
<td>Salem Health&lt;br&gt;Chemeketa Community College</td>
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<tr>
<td>Public health, social and human service providers;</td>
<td>Kimberly Lemon, St. Francis Shelter</td>
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<td>Transit users;</td>
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<td>Transit users who depend on transit for accomplishing daily activities;</td>
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<td>Individuals age 65 or older;</td>
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<td>People with disabilities;</td>
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<td>Environmental advocates;</td>
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<td>Bicycle and pedestrian advocates;</td>
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<td>People with limited English proficiency;</td>
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<td>Educational institutions; or,</td>
<td>Chemeketa Community College</td>
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<td>Willamette University</td>
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<td>Corban College</td>
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<td>Western Oregon University</td>
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<td>Major destinations for users of public transit.</td>
<td>Salem Health</td>
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<td>Chemeketa Community College</td>
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Becky Gilliam, Safe Routes to Schools Regulatory Policy Manager – based in Silverton (outside the UGB Boundary)
To:  Board of Directors

From:  Linda Galeazzi, Executive Assistant

Thru:  Allan Pollock, General Manager

Date:  May 14, 2018

Subject:  FY 2019 Board Calendar of Meetings

**Issue**
Shall the Board schedule dates and times for the Fiscal Year 2019 regular board meetings and work session calendar?

**Background and Findings**
Under Rule 11 of the Bylaws, it states that the Board will hold regular meetings on the evening of the fourth Thursday of each month except for meeting-vacations announced in advance. When the day fixed for any regular meeting falls upon a day designated by law as a legal or national holiday, such meeting shall be held on another date and time designated by the Board.

The regular Board meeting in November falls on Thanksgiving Day, November 22, 2018. The regular December Board meeting date falls on December 27, 2018. Due to the Thanksgiving and Christmas holidays, past practice has been to schedule eleven meetings in the fiscal year by cancelling the November Board meeting and rescheduling the December meeting to the second Thursday of the month – December 13, 2018.

Work sessions are normally scheduled on the second Monday of the month. The work session on Monday, November 12, 2018 is a District holiday in observance of Veteran’s Day. In this case, past practice has been to choose another date in the month, i.e., Monday, November 5 or Tuesday, November 13, 2018.
FY 2019 BOARD MEETING SCHEDULE

<table>
<thead>
<tr>
<th>Work Session</th>
<th>Board Meeting</th>
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<tbody>
<tr>
<td>Monday, July 9, 2018</td>
<td>Thursday, July 26, 2018</td>
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<tr>
<td>Monday, August 13, 2018</td>
<td>Thursday, August 23, 2018</td>
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<td>Monday, September 10, 2018</td>
<td>Thursday, September 27, 2018</td>
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<td>Monday, October 8, 2018</td>
<td>Thursday, October 25, 2018</td>
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<tr>
<td>Monday, November 5 or Tuesday, November 13, 2018</td>
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<td>Thursday, December 13, 2018</td>
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<td>Monday, January 14, 2019</td>
<td>Thursday, January 24, 2019</td>
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<td>Monday, February 11, 2019</td>
<td>Thursday, February 28, 2019</td>
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<td>Monday, March 11, 2019</td>
<td>Thursday, March 28, 2019</td>
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<tr>
<td>Monday, April 8, 2019</td>
<td>Thursday, April 25, 2019</td>
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<tr>
<td>Monday, May 13, 2019</td>
<td>Thursday, May 23, 2019</td>
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<tr>
<td>Monday, June 10, 2019</td>
<td>Thursday, June 27, 2019</td>
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</table>

Work sessions are typically scheduled on the second Monday of each month at 5:30 p.m. There is no work session in December.

Regular board meetings are scheduled on the fourth Thursday of each month at 6:30 p.m., except in November and December because of the holidays. There is no board meeting in November and the December meeting is held on the second Thursday of the month.

All of the meetings are held in the Senator Hearing Room at Courthouse Square located at 555 Court Street NE in downtown Salem. Regular board meetings can also be viewed live via television on Channel 21 or on the Internet at www.cctvsalem.org.
Salem Area Mass Transit District

BOARD OF DIRECTORS MEETING

Thursday, May 24, 2018 at 6:30 PM
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

AGENDA

A. CALL TO ORDER & NOTE OF ATTENDANCE

B. PLEDGE OF ALLEGIANCE – Director Dough Rodgers (Subdistrict #4)

C. ANNOUNCEMENTS & CHANGES TO AGENDA

D. PRESENTATION - None

E. PUBLIC COMMENT - Each person’s comments are limited to three (3) minutes.

F. CONSENT CALENDAR - [Action]
   1. Approval of Minutes
      a. Minutes of the April 9, 2018 Board Work Session
      b. Minutes of the April 26, 2018 Executive Session
      c. Minutes of the April 26, 2018 Board of Directors Meeting
   2. Routine Business
      a. Adopt FY2019 Board Meeting Schedule

G. ITEMS DEFERRED FROM THE CONSENT CALENDAR

H. ACTION ITEMS
   1. Approval of STFAC Recommendations for Funding of 5310 Grant Projects
   2. Authorize Bus Stop Improvement Group 2 Construction Contract
   3. Authorize Cherriots Lift Vehicle Purchase Contract
   4. Authorize Fixed Route Vehicle Purchase Contract

I. INFORMATION ITEMS
   1. Trip Choice – 3rd Quarter Report
   2. Performance – 3rd Quarter Report
   3. Finance – 3rd Quarter Report
Next Regular Board Meeting Date: Thursday, June 28, 2018

Regular Board meetings are televised live on cable Channel 21 and can be viewed on YouTube. Go to the CCTV website cctvsalem.org. For an electronic copy of the Board's agenda packet, go to the District's website cherriots.org/board. The Board of Directors can be reached by email at Board@cherriots.org.

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## Upcoming Board Meeting and Work Session Agenda Items
**May 14, 2018**

<table>
<thead>
<tr>
<th>Work Session</th>
<th>Board Meeting</th>
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<tbody>
<tr>
<td><strong>May 14, 2018</strong></td>
<td><strong>May 24, 2018</strong></td>
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<tr>
<td>Packets due to GM office: May 7</td>
<td>Packets due to GM office: May 10</td>
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<tr>
<td>• RTSP 101 Presentation and Discussion of Goals</td>
<td>• Contract for Cherriots Lift Vehicle Purchase</td>
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<tr>
<td>Language (Ray Jackson)</td>
<td>• Contract for Fixed Route Vehicle Purchase</td>
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<td>• Salem CC Congestion Relief Task Force Rpt</td>
<td>• Approval of STFAC 5310 Grant Projects</td>
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<td>• Service Enhancement Discussion - STIFAC</td>
<td>Recommendations</td>
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<td>• Consent: Adopt FY2019 BOD meeting schedule</td>
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<td>• Q3 finance, trip choice, performance report</td>
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<th>June 11, 2018</th>
<th>June 28, 2018</th>
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<td>Packets due to GM office: June 4</td>
<td>Packets due to GM office: June 14</td>
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<td>• SDIS Best Practices Assessment (1-½ hrs)</td>
<td>• Presentation: Cherriots Website Reveal</td>
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<td>• Salem CC Congestion Relief Task Force Rpt</td>
<td>• Budget Hearing</td>
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<td>• South Salem Transit Center Update</td>
<td>• Res#2018-XX Adopt FY19 Approved Budget</td>
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<td><strong>PLACEHOLDER:</strong> Pension Plan Amendment</td>
<td>• Res#2018-XX Amendment to FY18 Budget</td>
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<td>• Service Enhancement Discussion</td>
<td>• Approval of ITS Contract</td>
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<td>• Approval of FY2019 United Way Donation (C)</td>
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<td>• Accept Plan for Hwy 99E Corridor Project</td>
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<td><strong>PLACEHOLDER:</strong> Amend Pension Plan (Barg)</td>
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<th>July 9, 2018</th>
<th>July 26, 2018</th>
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<td>Packets due to GM office: July 2</td>
<td>Packets due to GM office: July 16</td>
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<td>• Service Enhancement Discussion</td>
<td>• Accept Preliminary Annual Year-end Financial Report for FY2018</td>
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<th>August 13, 2018</th>
<th>August 23, 2018</th>
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<tr>
<td>Packets due to GM office: August 6</td>
<td>Packets due to GM office: August 13</td>
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<tr>
<td>• Board Committee assignments (2019)</td>
<td>• Appoint Board Committee Assignments (2019)</td>
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<td>• Issue GM Performance Evaluation Packets</td>
<td>• Trip Choice Report – 4th Quarter/Year End</td>
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<td>• Review of Neighborhood Association Contacts</td>
<td>• September Service Change Briefing</td>
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<tr>
<td>• Service Enhancement Discussion</td>
<td>• Performance Report – 4th Quarter</td>
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<thead>
<tr>
<th>September 10, 2018</th>
<th>September 27, 2018</th>
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<tbody>
<tr>
<td>Packets due to GM office: September 4 Tue</td>
<td>Packets due to GM office: September 17</td>
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<tr>
<td>• Service Enhancement Discussion</td>
<td>• Accept annual security report</td>
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<td></td>
<td>• Approval of annual SDIS board check list ©</td>
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<td></td>
<td>• FY 2018 Performance Report</td>
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<tr>
<td></td>
<td>• GM performance evaluation (<strong>Executive Session</strong>)</td>
</tr>
<tr>
<td>Date</td>
<td>Meeting Details</td>
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<tr>
<td><strong>October 8, 2018</strong></td>
<td><strong>Packets due to GM office: October 1</strong></td>
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<tr>
<td></td>
<td>• Proposed FY2020 Budget Calendar</td>
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<tr>
<td></td>
<td>• Service Enhancement Discussion</td>
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<tr>
<td><strong>October 25, 2018</strong></td>
<td><strong>Packets due to GM office: October 15</strong></td>
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<tr>
<td></td>
<td>• Approval of FY2020 Budget Calendar (C)</td>
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<tr>
<td><strong>November 12, 2018</strong></td>
<td>(Veteran's Day)</td>
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<td></td>
<td>• Monday, Nov 5 or Tuesday, Nov 13</td>
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<td><strong>Packets due to GM office: November ___</strong></td>
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<td></td>
<td>• Service Enhancement Discussion</td>
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<tr>
<td><strong>November - No Board meeting</strong></td>
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<td><strong>December – No work session</strong></td>
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<tr>
<td><strong>January 14, 2019</strong></td>
<td><strong>Packets due to GM office: January 7</strong></td>
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<td></td>
<td>• MWVCOG Annual Meeting/Dinner</td>
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<td></td>
<td>• Present Draft 2019 Legislative Agenda</td>
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<tr>
<td><strong>January 24, 2019</strong></td>
<td><strong>Packets due to GM office: January 14</strong></td>
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<td></td>
<td>• Adoption of 2019 Legislative Agenda</td>
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<td><strong>February 11, 2019</strong></td>
<td><strong>Packets due to GM office: February 4</strong></td>
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<td><strong>February 28, 2019</strong></td>
<td><strong>Packets due to GM office: February 18</strong></td>
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<td></td>
<td>• Q2 Finance, Trip Choice, Performance Report</td>
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<tr>
<td><strong>March 11, 2019</strong></td>
<td><strong>Packets due to GM office: March 4</strong></td>
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<td></td>
<td>• Service Enhancement Discussion</td>
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<td><strong>March 28, 2019</strong></td>
<td><strong>Packets due to GM office: March 18</strong></td>
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<tr>
<td><strong>April x, 2019</strong></td>
<td><strong>Packets due to GM office: April x</strong></td>
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<tr>
<td></td>
<td>• Service Enhancement Discussion</td>
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<tr>
<td><strong>April xx, 2019</strong></td>
<td><strong>Packets due to GM office: April xx</strong></td>
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<tr>
<td></td>
<td>• Presentation: 2019 Legislative Session Review</td>
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<td></td>
<td>• Presentation: CAFR and Single Audit Presentation</td>
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<tr>
<td><strong>To Be Scheduled</strong></td>
<td><strong>R#2018-XX Adopt STIFAC Bylaws</strong></td>
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<td><strong>R#2018-XX re: IT Policy</strong></td>
</tr>
<tr>
<td><strong>To Be Scheduled</strong></td>
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</table>
TO: SAMTD BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CALENDAR OF SCHEDULED MEETINGS

Meetings are held in the Senator Hearing Room at Courthouse Square, 555 Court St NE, unless otherwise noted.

**MAY 2018**

1. **Tue** 3:00-4:30p  STF Advisory Committee
2. **Thu** 6:00 PM  SAMTD Budget Committee Member Orientation
3. **Mon**  Service Changes to Cherriots Fixed Route
   - [http://cherriots.org/changes](http://cherriots.org/changes)
4. **Tue** 5:30-8:00 PM  Meeting with Jarrett Walker & Associates re: Hwy 99E Planning Project
   - Canby City Council Chambers, 222 NE 2nd St, Canby, Oregon
5. **Fri** 4-8 PM  APTA Bus & Paratransit Conference and International Bus Roadeo
   - Tampa, FL
6. **Thu** 6:00 PM  SAMTD Budget Committee Meeting 1
7. **Mon** 5:30 PM  SAMTD Board Work Session
8. **Thu** 6:00 PM  SAMTD Budget Committee Meeting 2
9. **Sat** 10:00 AM  Keizer Iris Festival Sponsor Appreciation Lunch
   - In the big tent, 4100 Cherry Ave NE
10. **Thu** 6:00 PM  SAMTD Budget Committee Meeting 3 (if necessary)

**JUNE 2018**

1. **Sat** 6:00 PM  Cherriots Employee Recognition Banquet
2. **Mon** 5:30 PM  SAMTD Board Work Session
3. **Tue** 8:30-10a  Keizer Transit Center - 5 Year Anniversary
   - 5860 Keizer Station Blvd
4. **Tue** 5:30 PM  Citizens Advisory Committee
5. **Thu** 6:30 PM  SAMTD Board of Directors Meeting
   - [APTATP Public Transportation & Universities Conference](#)
   - Santa Cruz, CA

**JULY 2018**

1. **Wed** CLOSED  **HOLIDAY 4th of July**
   - Closed Cherriots Administration Offices-Customer Service; NO Bus Service
2. **Mon** 5:30 PM  SAMTD Board Work Session
3. **Thu** 6:30 PM  SAMTD Board of Directors Meeting

**AUGUST 2018**

A calendar for upcoming Board meetings, a copy of the adopted Budget, and minutes of past Board meetings can be found on Salem-Keizer Transit's website at: [www.cherriots.org/board](http://www.cherriots.org/board) or at the District's Administration Office at 555 Court Street NE, Suite 5230, Salem, Oregon 97301. For a televised recording of past Board meetings, go to [www.cctvsalem.org](http://www.cctvsalem.org).
### SAMTD Board of Directors

#### Calendar of Scheduled Meetings

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>13 Mon</td>
<td>5:30 PM</td>
<td>SAMTD Board Work Session</td>
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<tr>
<td>23 Thu</td>
<td>6:30 PM</td>
<td>SAMTD Board of Directors Meeting</td>
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**SEPTEMBER 2018**

3 Mon 4:00 PM SAMTD Board Work Session

4 Tue 3:00-4:30p STF Advisory Committee

10 Mon 5:30 PM SAMTD Board Work Session

18 Tue 5:30 PM Citizens Advisory Committee

23-26 Sept 2018 APTA Annual Meeting, Nashville, TN

27 Thu 6:30 PM SAMTD Board of Directors Meeting and Executive Session ORS 192.660(2)(i) Performance Evaluation

**OCTOBER 2018**

2 Tue 3:00 PM STF Advisory Committee

8 Mon 5:30 PM SAMTD Board Work Session

25 Thu 6:30 PM SAMTD Board of Directors Meeting

28-31 Oregon Public Transportation Conference, Bend, OR

**NOVEMBER 2018**

3 Sat 3:00 PM STF Advisory Committee

6 Tue 3:00 PM DAYLIGHT SAVINGS TIME ENDS – Fall Back

12 Mon CLOSED HOLIDAY: Veterans Day

12 Mon 5:30 PM SAMTD Board Work Session

22 Thu CLOSED HOLIDAY: Thanksgiving Day

**DECEMBER 2018**

17 Mon 11:30a-1:30p Cherriots Employee Holiday Luncheon

17 Thu 12:00-1:00p Employee Transportation Coordinators (ETC) Luncheon

13 Sat 5:45 pm Keizer Holiday Parade (Meet at Del Webb)

18 Tue 5:30 PM Citizens Advisory Committee

25 Tues CLOSED HOLIDAY: Christmas Day

**JANUARY 2019**

1 Tue CLOSED HOLIDAY: New Year's Day

1 Tue 3:00-4:30p STF Advisory Committee

14 Mon 5:30 PM SAMTD Board Work Session

21 Mon HOLIDAY: Martin Luther King Day

24 Thu 6:30 PM SAMTD Board of Directors Meeting

Wed 6:30 PM MWVCOG Annual Meeting / Dinner

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[WS-26]

\cherriots\ski\District Share\BOD Agenda Items\WS2018 05-14\FINAL\05-14-18 WS4.c Board Calendar.docx 5/9/2018 4:50:02 PM