

SUMMARY

BOARD OF DIRECTORS Salem Area Mass Transit District

***** WORK SESSION *****

**Thursday, September 24, 2009
Courthouse Square - Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301**

CALL TO ORDER & NOTE OF ATTENDANCE

President Hanson called the Work Session to order at 5:35 p.m.
Attendance was noted as shown below.

Present: President Shelley Hanson; Directors Jerry Thompson, Kate Tarter, Joe Green, Ron Christopher and Marcia Kelley

Absent: Director Bob Krebs

Staff: Allan Pollock, General Manager; Mary Lorensen, Director of Human Resources; Steve Dickey, Director of Transportation Development; Linda Galeazzi, Administrative Secretary

Guests:

Theresa Carr, Associate Project Manager, CH2M Hill; Dan Fricke, Senior Transportation Planner, Oregon Department of Transportation (ODOT); Julie Warncke, Transportation Planning Manager, City of Salem

PRESENTATION Salem Alternate Modes Study

Theresa Carr gave a presentation on the Salem Willamette River Alternative Modes Study conducted by CH2M Hill in cooperation with the City of Salem, the Mid-Willamette Valley Council of Governments (MWVCOG), ODOT, Salem-Keizer Transit (SKT) and a Stakeholder Advisory Committee. Ms. Carr explained the goals of the study were to reduce single occupancy vehicle (SOV) travel across the Willamette River and to lengthen the life of the Salem River Crossing improvements with the use of bicycles, pedestrians, transit, carpools, vanpools, and parking strategies. The study considered Transportation System Management (TSM) concepts and project ideas to improve bike and pedestrian networks and spot improvements; as well as transit system investments and land use concepts. Travel Demand Management (TDM) concepts and strategies were also considered for project ideas to include transit, carpools and vanpools, multimodal strategies, and parking strategies. Ms. Carr reviewed the evaluation criteria used and their next steps for completion of the study. There have been SAC meetings, project briefings and interviews with Stakeholders. They have evaluated opportunities and constraints, and developed concepts. They are now in the process of evaluating those concepts and identifying recommendations. They will develop costs and funding and hope to have the study completed by the end of the year.

ADJOURNMENT The meeting was adjourned at 6:26 p.m.

**BOARD OF DIRECTORS
Salem Area Mass Transit District
September 24, 2009**

Index of Board Actions

<u>Action</u>	<u>Page</u>
Adopt Ordinance #09-01 recognizing that the Salem Area Mass Transit District (SAMTD) Board of Directors is established as the Local Contract Review Board (LCRB) thereby repealing Ordinance #85-4	4
Approval of the Consent Calendar:	4
<u>Approval of the Minutes:</u>	
• August 27, 2009 Board meeting	
<u>Routine Business Items:</u>	
• Renewal of the Police Services Intergovernmental Agreement	
Appoint Bill Holmstrom to the Budget Committee as a citizen member representing Subdistrict #4	4
Adopt Resolution #09-07 to donate a surplus 1986 GMC bus to the State of Oregon Department of Public Safety Standards and Training	5
Appoint Steve Horning to the Budget Committee as a citizen member representing Subdistrict #2	5

MINUTES

**BOARD OF DIRECTORS
Salem Area Mass Transit District
Thursday, September 24, 2009
Courthouse Square - Senator Hearing Room
555 Court Street NE, Salem OR 97301-3980**

Call To Order &
Note Of Attendance

President Hanson called the regular meeting to order at 6:30 p.m. Attendance was noted and a quorum was present.

Present: President Shelley Hanson; Directors Joe Green, Kate Tarter, Marcia Kelley, Jerry Thompson, Ron Christopher

Excused: Director Bob Krebs

Staff: Allan Pollock, General Manager; Mary Lorensen, Director of Human Resources; Steve Dickey, Director of Transportation Development; Linda Galeazzi, Administrative Secretary

Guests: Chrislyn Prantl, Executive Director, Oregon Housing & Associated Services (OHAS); Bill Holmstrom, Applicant, Budget Committee Citizen Member (Subdistrict #2); Lt. Vince Wan, Oregon Department of Public Safety Standards & Training (DPSST)

Announcements
ChangesToAgenda

There was one addition to the agenda under Action Items #G.3 Budget Committee Citizen Member Appointment for Subdistrict #2.

Public Comments

- David Beem
- Mark Knecht
- Shirley Surret
- Shirley Synette
- Chrislyn Prantl
- Tina Hansen

David Beem: Mr. Beem stated that he is an advocate for disadvantaged people in Salem. He wants to see the Board reinstate Saturday service. He announced that he is running for Governor. He stated that there should be one more cop on the street Monday through Friday and on Saturday mornings because there is a lot of crime downtown and he wants to be on a committee representing people with disabilities for the bus system. Mr. Beem encouraged everybody to get out and ride the bus in Salem.

Mark Knecht: Mr. Knecht thanked the Board for saving bus service to the Marion County jail with the help of the administrative law judge. Mr. Knecht stated that he too would like to see people with disabilities on a task force having to do with transit if the Board ever considered creating such a task force. He voiced his opinion about the street crossing by the Carousel at Riverfront Park that the City wants to take out. He spoke about the District needing better service and that the District should look for other ways to fund their service because taxpayers would not. He asked about the District's use of the American Recovery and Reinvestment Act (ARRA) funding.

Mr. Pollock explained how the District will use the ARRA stimulus grant money to purchase fixed route and paratransit buses, make repairs to the Transit Mall, for projects such as the Keizer Transit Center, fare boxes and operational support for performance management software; and ten

percent of the funds have been designated to operations.

President Hanson encouraged Mr. Knecht to share his testimony about the River Front crossing at the Carousel with the City of Salem because they are the decision makers for that issue.

Shirley Surette: Ms. Surette asked about the bus stop that was taken out at 25th Street and McGilchrist inbound. She was told when she bought her bus pass that there would be a stop on either side and there is nothing. She was also not impressed with the District's campaign for the system redesign. She found it degrading and insulting to intelligent people particularly the poster that stated that "no one likes change except wet babies." She did not find anything better or faster about the new service.

Mr. Dickey stated that Ms. Surette's complaint about the lack of a bus stop at 25th and McGilchrist would be followed up on by the Operations Division.

Chrislyn Prantl: Ms. Prantl, Executive Director of OHAS, stated that she has focused her attention in the past 90 days to understanding the CherryLift program. She presented her findings to Mr. Pollock at tonight's meeting. Her findings include statistical, financial and operational performance measures for a two year period, as well as financial projections for the next year that are consistent with the discussions about the CherryLift program that have occurred. She said OHAS is very anxious to resolve the financial and program issues that they have been experiencing over the last few months; and that is why she brought it to the Board's attention without much advance notice. She hopes they set the stage to have more dialog to understand what the programs and opportunities are. There is an entire team at OHAS committed to seeing that the CherryLift program is successful, and to understand what the challenges and opportunities are, in terms of the RouteMatch program, and how that program has impacted the ridership. She said their focus is to ensure they have a good transportation program for their clientele in the most efficient manner possible.

Shirley K. Pierce: Ms. Pierce, an employee at Garten Services Industrial, stated that she appreciates some of the changes that were made on the Transit Mall with the signage and at the bus stop where people going to work at Garten's are picked up at Locust and Cherry Avenue. She feels it is a safer place to be.

Tina Hansen: Ms. Hansen stated her pleasure with the new system. It is a great beginning and eventually service will be restored with new funding. She asked about the stop in front of Lancaster Mall that was eliminated. She asked about purchasing a bus pass online or at the Transit Mall through an outlet using a credit card; that is something she would love to see happen. She asked about the options that people have to use the bus in West Salem and about the construction at Chemeketa Community College and how that will affect the system.

Mr. Pollock responded that online and credit card purchase of bus passes were being investigated and is something that the District wants to do. The

options people have for bus service in West Salem are circulator routes for the Orchard Heights Loop and the Edgewater Loop.

Mr. Dickey explained the reason for dropping the Lancaster Mall stop was because it took too long to get in and out of the mall with a large bus, and because traffic in that area was heavy.

Kendra Schaber: Ms. Schaber pointed out that the stop on Hawthorne at Market Street has been taken out and the stop at the Market Street Park & Ride is more of a hindrance than a help. She asked that staff considered putting back the stop on Hawthorne near the PGE Payment Substation.

Mr. Dickey responded that they are investigating other options for the Market Street Park & Ride and at other stops where there are scheduling issues.

Second Reading
Ordinance #09-01 Local
Contract Review Board

Mr. Pollock gave the staff report on the Second Reading of Ordinance #09-01 recognizing that the Salem Area Mass Transit District (SAMTD) Board of Directors is established as the Local Contract Review Board (LCRB) from page 1-6 of the agenda.

Director Kelley moved to read Ordinance #09-01 by title only. Director Thompson seconded. The motion passed.

Director Kelley stated that she and Mr. Pollock had been working on changes to the old Ordinance #85-4 since last Spring once they realized that it needed to be updated according to Statutes.

Director Kelley moved to adopt Ordinance #09-01 recognizing that the Salem Area Mass Transit District (SAMTD) Board of Directors is established as the Local Contract Review Board (LCRB) thereby repealing Ordinance #85-4. Director Green seconded. The motion passed.

Consent Calendar
[7:01 PM]

Director Thompson moved approval of the Consent Calendar (from page 7-26 of the agenda). The motion was seconded and passed unanimously.

Items Deferred from
Consent Calendar

No items were deferred from the Consent Calendar.

Action Items

G.1 Appointment
Budget Committee
Citizen Member
Subdistrict #4
[7:02 PM]

Mr. Pollock reviewed the process for appointments to the Budget Committee from pages 27-30 of the agenda.

Mr. Holmstrom was introduced. He spoke about his work experience, interest and community involvement in Tillamook County and in Salem where he works with the Oregon Department of Land Conservation and Development.

Director Tarter noted Mr. Holmstrom's involvement in the community and was glad to see that he was willing to be appointed to the Budget Committee.

President Hanson moved to appoint Bill Holmstrom to the Budget Committee as a citizen member representing Subdistrict #4. Director Green seconded. The motion passed.

G.2 Resolution #09-07
Bus Donation – DPSST
[7:05 PM]

Mr. Pollock gave the staff report from pages 31-33 of the agenda for Resolution #09-07 regarding a donation of a surplus bus to the Oregon Department of Public Safety Standards and Training (DPSST) pursuant to ORS 267.200.

Lt. Vince Wan explained that the goals of the DPSST program were to train and certify all public safety personnel in Oregon with realistic scenario-based training in a replicated city; and that the donation of the bus will give them opportunities at their new Public Safety Academy to reenact real life emergency or crisis situations in and around a bus in a safe environment.

Director Kelley spoke about the excellent safety record for public transportation in Salem over the past twenty years and the use of the cameras on the buses for security that have been so useful.

Lt. Wan stated that having police officers at the Transit Mall also helps to alleviate problems before they occur and with the bus donation, officers have an opportunity to solve problems that may occur in or around a bus whether it be in Salem or in other cities around the State.

Director Christopher praised the program stating that public safety was a high priority for the Board. He asked about the types of scenarios that are dealt with.

Lt. Wan explained that it could be a disturbance or a situation where officers use their communication skills from the worse possible scenarios to those that seem insignificant. They hope for the best and plan for the worse. Lt. Wan extended an invitation to the Board to tour their facility.

Director Green stated that enhancing their training is something the Board can help with and that he has had the opportunity to tour the new facility.

Director Thompson moved to adopt Resolution #09-07 to donate a surplus, 1986 GMC bus to the State of Oregon Department of Public Safety Standards and Training. Director Tarter seconded. The motion passed.

G.3 Appointment
Budget Committee
Citizen Member
Subdistrict #2 [7:17 PM]

Director Christopher nominated Mr. Horning for the citizen position to the Budget Committee. He shared that Mr. Horning has lived in the Keizer area for 32 years and has extensive banking knowledge. **Director Christopher moved to appoint Steve Horning to the Budget Committee as a citizen member representing Subdistrict #2. Director Tarter seconded. The motion passed.**

Reports
H.1 FY 09 Operations
[7:19 PM]

Mr. Dickey gave the staff report on fixed route ridership for fiscal years 2008 and 2009 from pages 35-43 of the agenda, and for CARTS, Wheels and CherryLift with twelve month comparisons. He explained how the statistics were calculated and what staff looks for in trends or patterns in the service. He noted the events that impacted all of the ridership figures to include the current economy with unemployment in double digits, the cost of gas that had risen in 2008 to \$4.50 per gallon, a three-week period in December 2008 that impacted the area with inclement weather of snow and ice, and the loss of Saturday service after the January 24, 2009 run. Mr.

Dickey stated that with the system redesign, he hoped that ridership would increase and would be useful to people in finding employment.

	<u>FY08</u>	<u>FY09</u>		
Fixed Route Ridership	5,051,902	4,746,944	- 6.04%	
Daily Averages –	16,711	13,995	- 16.25%	
Cost Per Hour *		\$123.52		(Aug 09)
Cost Per Mile *		\$8.70		(Aug 09)
Cost Per Trip *		\$4.62		(Aug 09)
* includes Maintenance				
Revenue Received Per Trip		\$ 0.58	46.4%	(Aug 09)
Farebox Recovery Ratio				
• Revenue per Trip		\$ 0.54		(Aug 09)
• Non-Revenue per Trip		\$4.04		(Aug 09)
CARTS Ridership	110,997	128,250	15.54%	
Wheels Ridership	59,489	64,500	8.42%	
CherryLift Ridership	127,594	113,913	- 10.72%	

Mr. Dickey noted that there were less cash paying customers and a higher percentage of passengers purchasing bus passes in April compared to August. Ridership for CARTS and Wheels increased but CherryLift ridership followed the same trend as fixed route ridership with a decrease.

Director Tarter remarked that the Finance, Administration & Marketing Subcommittee was appraised of several changes that came about to include the addition of the ARRA stimulus funding and the loss of the State revenue for the park and ride, and the bus pass program that was eliminated and that Board members may have to meet to discuss a Supplemental Budget. Mr. Pollock further explained that there was additional grant funding that the District did not anticipate receiving which created the need for a supplemental budget which will be presented to the Board at their October meeting.

Director Kelley advised that part of that funding is one time only money, and other parts of the grant funding that the State Legislature voted for could be overturned with a referendum because it is General Fund money.

H.2 Subcommittee
Meetings – Sept 09

Subcommittee reports were received and filed.

Director Tarter asked if the Specialized Transportation Subcommittee had ever discussed changing the ADA Policy with regard to the three-quarter rule.

Director Thompson stated that staff had looked into that and it was determined that there would not be much impact by changing that policy.

Mr. Pollock stated that the issue was whether to implement a more stringent three quarter mile rule but staff needed to determine the impact of the reduction in fixed route service, and to see if there would be an increase in CherryLift service for those who were affected by the loss of a fixed route bus in their area.

Director Kelley said the impact of the three-quarter mile rule would be minimal.

BOARD &
MANAGEMENT

Mr. Pollock reported that he will attend the American Public Transportation Associations Annual Conference on October 5-8. He thanked board members

I.1 General Manager
[7:44 PM]

and staff who helped with the activities on the first day of the system redesign. He gave a special thank you to “John” who does the *Jamba Juice* sign on Commercial Street. He dressed up as a cherry and welcomed people at the Transit Mall. Mr. Pollock briefed the Board on the District’s plans in the event of an H1N1 Virus outbreak. Employees attended a presentation on the H1N1 virus given by Marion County; information has been made available to riders; hand sanitizers are available to staff and customers, and the District will continue to monitor the situation for any occurrences of the virus. Board members will receive a list of the neighborhood associations in their Subdistrict areas and notes to board members regarding their style cards from the Board Retreat. On Friday, October 9th, the Keizer Chamber of Commerce is holding a Casino Night/Auction fundraiser at the Keizer Renaissance Inn where Mr. Pollock will participate as a celebrity “dealer.”

Board President
[7:46 PM]

President Hanson attended a Keizer Chamber luncheon on behalf of the District. She has been meeting with Mr. Pollock to review Board issues on a regular basis. She will send query cards out to board members regarding their interest in training on parliamentary procedures and the labor negotiation process.

Board of Directors

Director Green attended the Board Retreat and the Planning & Operations (P&O) Subcommittee meeting. He went to the CANDO neighborhood association meeting where they heard a presentation about the Boise Cascade remodel and he was very impressed with the first day of the system redesign.

Director Christopher stated that the system redesign is a work in process and that they are looking at the issues that have been brought to the Board and staff about particular stops or routes. He gave a report at the Keizer City Council meeting and met with Richard Walsh about the third bridge design. He also attended the Finance, Administration & Marketing (FAM) Subcommittee meeting.

Director Tarter attended the FAM Subcommittee meeting and the Keizer City Council meeting but the Salem-Keizer Area Transportation Study (SKATS) meeting and the Community Leaders Task Force Work Group meetings were cancelled. She also was at the ribbon cutting on September 8th for the system redesign at the Transit Mall.

Director Kelley attended a State Fair sponsor dinner, the Board Retreat, the Specialized Transportation Subcommittee meeting, a SCAN neighborhood association board meeting and a meeting for MWACT where they gave a presentation on legislation for transportation. She also volunteered to help on the first day of the system redesign in the customer service lobby.

Director Thompson volunteered to help on the first day of the system redesign and found it to be a very positive experience from the comments he received.

Adjournment

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Shelley Hanson
President