



Salem Area Mass Transit District  
**BOARD OF DIRECTORS**  
~ **VIRTUAL BOARD MEETING** ~  
Thursday, March 24, 2022 at 6:30 PM

**AGENDA**

This Board meeting 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:	
<a href="https://cherriots.org.zoomgov.com/j/1605194427?pwd=enjXS3ZIV1BUM3QvWEU3bnplbHYzZz09">https://cherriots.org.zoomgov.com/j/1605194427?pwd=enjXS3ZIV1BUM3QvWEU3bnplbHYzZz09</a>	Meeting ID: <b>160 519 4427</b>
	Passcode: <b>512136</b>
Landline ( <i>Long distance charges may apply</i> ) . . . . .	1 669 254 5252 US (San Jose)
One-Tap Mobile . . . . .	+16692545252,,1605194427#,,, *512136#
Comcast Cable . . . . .	Channel 21
YouTube through CC:Media . . . . .	<a href="https://www.capitalcommunitymedia.org/all">https://www.capitalcommunitymedia.org/all</a>

**A. CALL TO ORDER** (President Ian Davidson)

1. Note of Attendance for a Quorum
2. Pledge of Allegiance
3. "Safety Moment"

**B. ANNOUNCEMENTS & CHANGES TO AGENDA**

If any agenda item involves a potential or actual conflict of interest, Board members should so note this before the adoption of the Consent Calendar.

**C. PRESENTATION** - None

**D. PUBLIC COMMENT**

To offer testimony on any Board business, send an email to: [board@cherriots.org](mailto:board@cherriots.org) by 5:00 p.m., the day of the Board meeting; or by mail to Cherriots Board of Directors, 555 Court Street NE, Suite 5230, Salem, OR 97301. Testimony received will be acknowledged at the Board meeting and will be included in the minutes for public record.

**E. CONSENT CALENDAR**

Items on the Consent Calendar are considered routine business and are adopted as a group by a single motion unless a Board member requests to withdraw an item. Action on items pulled for discussion will be deferred until after adoption of the Consent Calendar.

**1. Approval of Minutes**

- a. February 24, 2022 Work Session ..... **5**
- b. February 24, 2022 Board of Directors Meeting ..... **7**

**F. ITEMS DEFERRED FROM THE CONSENT CALENDAR**

**G. ACTION ITEMS**

- 1. Contract for Topographical Surveyor Services for Multiple Projects ..... **17**
- 2. Adoption of FTA Climate Action Plan ..... **19**

**H. INFORMATIONAL REPORTS - None**

**I. GENERAL MANAGER'S REPORT**

**J. BOARD OF DIRECTORS REPORTS**

- Board members report on their committee assignments as representatives of the District. **41**

**K. ADJOURN BOARD MEETING**

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**Next Regular Board Meeting | Work Session Date: Thursday, April 28, 2022**

Salem Area Mass Transit District  
Board of Directors Meeting Agenda  
March 24, 2022 | Page 2

- **Virtual Meetings:** The Board of Directors meeting is a public meeting; typically in a place that is ADA- accessible. However, this Board meeting 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.
- **Closed Captioning (CC):** *ZoomGov's* live streaming platform includes Closed Captioning (CC). It is a good tool for aiding viewer participation in the meeting. However, CC does not always translate accurately.
- **Alternate Formats** This is a public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats for individuals with limited English proficiency are available. Requests can be made to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.
- **Electronic Copies** of the Board's meeting agenda packet are distributed by email 6-7 days prior to the meeting. The agenda packet is also included on the Cherriots website under Public Meetings and Notices at: <https://www.cherriots.org/meetings/>.
- **Email Distribution List:** To add your email address to the Board's meeting distribution list, please send your email address to the Clerk of the Board at [publictestimony@cherriots.org](mailto:publictestimony@cherriots.org).

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- Reuniones virtuales: La reunión de la Junta Directiva es una reunión pública; típicamente en un lugar que sea accesible según la ADA. Sin embargo, esta reunión de la Junta se llevará a cabo virtualmente a través de ZoomGov siguiendo las directivas del Gobernador Brown para mantener a las personas seguras y saludables durante la pandemia de Covid-19.
  - Subtítulos ocultos (CC): la plataforma de transmisión en vivo de ZoomGov incluye subtítulos ocultos (CC). Es una buena herramienta para ayudar a los espectadores a participar en la reunión. Sin embargo, CC no siempre se traduce con precisión.
  - Formatos alternativos Esta es una reunión pública en un lugar accesible a la ADA. Con 48 horas de anticipación, se encuentran disponibles audífonos y servicios auxiliares, y formatos alternativos para personas con dominio limitado del inglés. Las solicitudes se pueden hacer al Secretario de la Junta por teléfono al 503-588-2424 o con la ayuda de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). 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 reunión de la Junta por correo electrónico 6-7 días antes de la reunión. El paquete de la agenda también se incluye en el sitio web de Cherriots en Reuniones públicas y avisos en: <https://www.cherriots.org/meetings/>.
  - Lista de distribución de correo electrónico: para agregar su dirección de correo electrónico 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](mailto:publictestimony@cherriots.org).

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**Next Regular Board Meeting | Work Session Date: Thursday, April 28, 2022**



## **FY 2021 BOARD PRIORITIES AND PRINCIPLES**

Salem Area Mass Transit District, also known as Cherriots, has established priorities and principles that board members can use when representing the District on external committees.

### **Cherriots Board of Directors adopts the following priorities and principles:**

#### **Support of increased public transit funding**

*While Cherriots has seen an expansion of service in recent years, noticeable gaps in frequency and coverage remain in the existing service. As such, we are supportive of initiatives that could support the expansion of public transit in Marion and Polk counties. Funding sources could include federal, state, or local (city and county) revenues.*

#### **Pedestrian and bicyclist infrastructure**

*Transit riders and other community members depend on a strong, multi-modal network to reach their destinations. Large sections of the urban growth boundary do not have sidewalks, and bike infrastructure is inadequate. As Cherriots becomes a mobility integrator, we must advocate for strong "first mile/last mile" infrastructure.*

#### **Environmental justice**

*Decisions on how to allocate resources should be viewed through a lens of environmental justice. New projects should always consider historically underserved communities. For example, an area with higher levels of pollution should be the first to receive funding targeted to mitigate pollution.*

#### **Maintenance of existing travel lanes before building new infrastructure**

*Allocation of funding for automobile travel lanes should prioritize the maintenance of existing infrastructure before building new, costly-to-maintain infrastructure.*

#### **Unaccounted costs**

*Attention should be paid to policies that put the burden of costly infrastructure on the public when the number of individuals who would benefit is nominal. For example, parking minimums increase the cost of housing and commercial properties for everyone, but only drivers of automobiles benefit.*



Salem Area Mass Transit District  
 Board of Directors  
 ~ **VIRTUAL WORK SESSION** ~  
 February 24, 2022

Courthouse Square – Senator Hearing Room  
 555 Court Street NE, Salem, Oregon 97301

**Board**

**PRESENT:** President Ian Davidson; Directors Chi Nguyen, and Sara Duncan

**ABSENT:** Directors Ramiro Navarro Jr., Maria Hinojos Pressey, Charles Richards, Sadie Carney

**Staff**

**PRESENT:** Allan Pollock, General Manager; David Trimble, Deputy General Manager; Patricia Feeny, Director of Communication; Christina Conner, Chief Human Resources Officer; Steve Dickey, Director of Technology & Program Management; Tom Dietz, Director of Operations; Ross Aguilar, Systems Administrator; Linda Galeazzi, Executive Assistant

**MINUTES**

**1. CALL TO ORDER** **5:20 PM**  
 President Ian Davidson called the work session to order at 5:20 p.m.

**2. PRESENTATION** – None

**3. DISCUSSION**

**A. ADVERTISING POLICY REVIEW**

**Staff report:** Supplemental Packet

**Presenter:** Patricia Feeny, Director of Communication

Board members were apprised of the District’s history with commercial bus advertising as a source of revenue since 1996. The District discontinued commercial advertising in 2013 when its contractor requested a decrease in the guaranteed minimum payment. In August 2017, the District entered into a five year contract with Stott Outdoor Advertising. The advertising agency was purchased by Lamar Outdoor Advertising in 2021, and the District’s contract with Lamar ends in July 2022. Board members received a copy of Policy 117 *Advertising on District Property* that was adopted on December 8, 2016, and a chart to show the revenue projected and received from 2017-18 to 2021-22. The Board reviewed different art concepts to wrap buses and considered the difference between commercial advertising

and in-house advertising; did they want to be more inclusive with their advertising, stay where they were at, or go in a different direction.

**Follow-up:** Policy 117 Advertising on District Property will be reviewed and updated. A contract for district property advertising is tentatively schedule for action at the May board meeting.

## **B. FTA CLIMATE ACTION PLAN**

**Staff report:** Supplemental Packet

**Presenter:** Bobbi Kidd, Strategic Initiatives Administrator

Bobbi Kidd introduced the board to the initial version of a *Climate Action Plan* as part of the Federal Transit Administration's (FTA) *Sustainable Transit for a Healthy Planet Challenge* that the District signed up to participate in. The scope for the project will begin as soon as it has Board approval. It will then be adjusted and enhanced as soon as a greenhouse gas emissions inventory is executed for the District. Time was given for questions and answers.

**Follow-up:** Board members will receive a draft copy of the *Climate Action Plan* on Friday, February 25 and have until March 4 to review it and make adjustments. The Plan will then be submitted to the Board in April for adoption, and then the FTA.

## **4. GENERAL MANAGER COMMENTS**

**Staff report:** Pages 3-4 of the agenda

**Presenter:** Allan Pollock, General Manager

The Board received an updated report of upcoming agenda items for Board review and action, and the Board's calendar of scheduled meetings and events. Of note, Mr. Pollock announced that Thursday, March 18<sup>th</sup> was "*Transit Operator and Maintenance Appreciation Day*" for the District. On March 15, Board members will receive an email from the Oregon Government Ethics Commission with instructions to file their Statement of Economic Income Report by the April 15 due date. The Mid-Willamette Valley Council of Government (MWVCOG) will present map options for redistricting at the March work session. Board members can go to the website now to depict different scenarios.

**Follow-up:** On April 28, the Board will adopt a redistricted map that will affect the Board's subdistrict boundaries.

## **5. WORK SESSION ADJOURNED**

**6:08 PM**

Submitted by:

Linda Galeazzi, CMC

Executive Assistant/Clerk of the Board



**Salem Area Mass Transit District  
BOARD OF DIRECTORS  
VIRTUAL MEETING  
February 24, 2022**

**Index of Board Actions**

<b><u>Action</u></b>	<b><u>Page</u></b>
Moved to approve the Consent Calendar: .....	<b>2-3</b>
1. <u>Approval of Minutes</u>	
a. January 27, 2022 Board of Directors Meeting	
b. January 27, 2022 Work Session	
2. <u>Routine Business</u>	
a. Member Appointments to the Citizen Advisory Committee	
Authorize the General Manager to execute a contract with Gillig LLC for the purchase of fixed route electric bus depot chargers and equipment for the Del Webb maintenance yard for an amount not to exceed \$1,090,428 .....	<b>3-4</b>
Authorize the General Manager to execute a five year contract with Delerrock Inc., a fully owned subsidiary of Cubic Transportation Systems Inc. for the purchase of their Contactless Fare Payment System for use across Cherriotics Local and Regional services, and approve an overall project budget of \$784,003 ...	<b>4-5</b>
Authorize the General Manager to execute a contract with Creative Bus Sales Inc. for the purchase of four (4) category D vehicles for use in the local fixed route service for an amount not to exceed \$662,352 .....	<b>5</b>
Moved to authorize the General Manager to execute a contract with Gillig LLC for the purchase of fixed route electric bus inductive chargers for use at Keizer Transit Center for an amount not to exceed \$518,590 .....	<b>5-6</b>
Authorize the General Manager to submit the Signatory Commitment Form and enroll the District into the Racial Equity Commitment Pilot Program .....	<b>6-7</b>

SAMTD Board of Directors meetings are video recorded and are available for viewing on YouTube through the Capital Community Media website at <https://www.capitalcommunitymedia.org/all>



Salem Area Mass Transit District  
**BOARD OF DIRECTORS VIRTUAL MEETING**  
February 24, 2022

**PRESENT:** Board: President Ian Davidson; Directors Ramiro Navarro, Jr., Sara Duncan, Chi Nguyen ABSENT: Director Sadie Carney, Maria Hinojos Pressey, and Charles Richards

Staff: Allan Pollock, General Manager; David Trimble, Deputy General Manager; Denise LaRue, Chief Financial Officer; Christina Conner, Chief Human Resources Officer; Patricia Feeny, Director of Communication; Tom Dietz, Director of Operations; Steve Dickey, Director of Technology & Program Management; Bobbi Kidd, Strategic Initiative Administrator; Linda Galeazzi, Executive Assistant; and Ben Fetherston, SAMTD Legal Counsel

## **MINUTES**

### **CALL TO ORDER**

**6:30 PM**

- A. President Ian Davidson called the meeting to order. Attendance was noted and a quorum was present with four members.

GM Pollock shared a safety moment about workplace ergonomics whether it be in the office, on the road or at home to increase productivity and reduce injuries. Declutter so that you are able to work safely and efficiently, use personal protective equipment to minimize your exposure to hazards, take adequate breaks, and get sufficient rest.

### **ANNOUNCEMENTS AND CHANGES TO THE AGENDA**

- B. There were no announcements or changes to the agenda.

### **PRESENTATION**

- C. There was no presentation.

### **PUBLIC COMMENT**

- D. There were no verbal or written comments submitted.

### **CONSENT CALENDAR**

- E. Shall the Board approve the Consent Calendar?

Presenter: President Davidson





Staff Report: Pages 5-24 of the agenda

3. Approval of Minutes

- a. January 27, 2022 Board of Directors Meeting
- b. January 27, 2022 Work Session

4. Routine Business

- a. Member Appointments to the Citizen Advisory Committee

Motion: **Approve the Consent Calendar**  
 Motion By: **Director Ramiro Navarro**  
 Second: **Director Sara Duncan**  
 Vote: **Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)**  
 Absent: **Directors Carney, Hinojos-Pressey, Richards (3)**

**ITEMS DEFERRED FROM THE CONSENT CALENDAR**

F. No items were deferred from the Consent Calendar

**ACTION ITEMS**

G.1 Shall the Board authorize the General Manager to execute a contract with *Gillig LLC* for the purchase of fixed route electric bus depot chargers and equipment for the Del Webb maintenance yard for an amount not to exceed \$1,090,428?

Presenter: Gregg Thompson, Maintenance Manager

Staff Report: Pages 25-28 of the agenda

Website: [ChargePoint Express Plus](#) for Charge Point charger images

Maintenance Manager Thompson reviewed the staff report for the contract with Gillig LLC for the purchase of fixed route electric bus depot chargers and equipment for the Del Webb maintenance yard. He then responded to questions from the Board.

Thompson advised that the District partnered with Salem Electric for construction and incremental costs for six power blocks that will charge ten buses. The District will monitor electrical consumption, charging priorities and manage electrical costs. Each power block controls two dispensers creating charging security through redundancy. The charge time is 3.5 hours.

Thompson explained that the contract with Gillig includes a five year warranty for each power block and dispenser. *Chargepoint* services are included in the five year service plan using ChargePoint’s Operating Network (CPON). Services include Cherriots site specific drawings for all infrastructure, project management support with a dedicated project manager; and commissioning of the chargers when the buses arrive. This will ensure all components are functioning properly as designed. Gillig’s pricing comes directly from the Washington State Price Agreement. Funding for the contract



includes the use of two grants; the FY20 Low-No grant at \$278,060, and the FY21 Low-No grant at \$463,432 with match amounts of \$267,154 and \$81,782 respectively.

**Motion: Moved to authorize the General Manager to execute a contract with Gillig LLC for the purchase of fixed route electric bus depot chargers and equipment for the Del Webb maintenance yard for an amount not to exceed \$1,090,428.**

**Motion By: Director Ramiro Navarro Jr.**

**Second: Director Sara Duncan**

**Vote: Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)**

**Absent: Directors Carney, Hinojos-Pressey, Richards (3)**

G.2 Shall the Board authorize the General Manager to execute a five year contract with Delerrock Inc., a fully owned subsidiary of Cubic Transportation Systems Inc. for the purchase of their Contactless Fare Payment System (FPS) for use across Cherriots Local and Regional services, and approve an overall project budget of \$784,003?

Presenter: Steve Dickey, Director of Technology and Program Management

Staff Report: Pages 29-33 of the agenda

From the staff report provided, Steve Dickey reported on the procurement of an electronic, account-based, contactless fare payment system (FPS) that will reduce the burden of validating fares, and the complexity of managing many different fare instruments. The customers will benefit with increased payment options, fare capping, convenient pass management, and an improved boarding experience. Total cost of the project is expected to be \$784,003 over a five (5)-year term.

Dickey said the project will be completed 30 weeks from its contract execution. Funding for Year 1 of the project, includes start-up costs at \$431,695 that are included in Capital Projects Budget section of the SAMTD FY2022 Budget. Grants FY2018 STBG Flex 5307 and FY2019 5307 will fund the startup and year one fees and maintenance. The grants total \$351,681 and the local match totals \$80,014. Funding for future transaction fees and maintenance will be included in the FY2023 through FY2026 SAMTD budgets under General Services. Time was provided for questions and answers.

**Motion: Moved to authorize the General Manager to execute a five year contract with Delerrock Inc., a fully owned subsidiary of Cubic Transportation Systems Inc. for the purchase of their Contactless Fare Payment System for use across Cherriots Local and Regional services, and approve an overall project budget of \$784,003.**

**Motion By: Director Sara Duncan**

**Second: Director Ramiro Navarro Jr.**



**Vote:** Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)  
**Absent:** Directors Carney, Hinojos-Pressey, Richards (3)

G.3 Shall the Board authorize the General Manager to execute a contract with Creative Bus Sales Inc. for the purchase of four (4) category D vehicles for use in the local fixed route service for an amount not to exceed \$662,352?

Presenter: Gregg Thompson, Maintenance Manager

Staff Report: Pages 33-34 of the agenda

Maintenance Manager Thompson reported from his staff report that the Category D vehicles will be used to “right-fit” the fleet and serve coverage routes. Seating capacity, the ability to kneel, and a mobility ramp much like the current fixed-route fleet were taken into consideration; however, there were no category D alternative fueled vehicles available with these specifications.

Thompson advised that the contract price of \$662,352 was based on the Oregon State Price Agreement and was procured under the procedures set by the Public Transit Division at ODOT. The cost for each Category D Bus at \$164,742 included a Vehicle Privilege Tax at \$803, and an Oregon Trip Permit at \$43. Grants for the proposed contract were provided by the ODOT STIF Discretionary and STIF Formula Funds.

**Motion:** Moved to authorize the General Manager to execute a contract with Creative Bus Sales Inc. for the purchase of four (4) category D vehicles for use in the local fixed route service for an amount not to exceed \$662,352.  
**Motion By:** Director Ramiro Navarro Jr.  
**Second:** Director Sara Duncan  
**Vote:** Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)  
**Absent:** Directors Carney, Hinojos-Pressey, Richards (3)

G.4 Shall the Board authorize the General Manager to execute a contract with Gillig LLC for the purchase of fixed route electric bus inductive chargers for use at Keizer Transit Center?

Presenter: Gregg Thompson, Maintenance Manager

Staff Report: Pages 35-36 of the agenda

Link: [https://youtu.be/ki1TYt\\_mWxA](https://youtu.be/ki1TYt_mWxA) “Momentum Dynamics Inductive Charging”

Maintenance Manager Thompson reported from his staff report and the web link shown above, that the District worked with the Center for Transit and the Environment (CTE) and Gillig LLC to research vendors that build inductive chargers flush to the ground and charge battery electric buses with a magnetic field once the bus is positioned directly over the pad. They found that *Momentum Dynamics* provided the highest charge rate and had



a superior warranty. Thompson explained that two inductive chargers would be installed at Keizer Transit Center to support the charging of buses on Route 11, and will allow for those buses to stay in service all day. The District will have ten Gillig battery electric buses equipped with components on the underside of the bus to facilitate charging. There are no moving charger parts.

Thompson advised that the cost for two 300KW in-route Charging Pads includes a 2-year warranty and shipping totaling \$518,590. The FY21 Low/No 5339(c) grant awarded to the District in FY2021 will cover the proposed contract at 85% totaling \$440,801, and a 15% match totaling \$77, 789. The proposed contract will be included in the Capital Projects Budget of SAMTD's Budget for FY2022/23.

**Motion:** **Moved to authorize the General Manager to execute a contract with Gillig LLC for the purchase of fixed route electric bus inductive chargers for use at Keizer Transit Center for an amount not to exceed \$518,590.**

**Motion By:** **Director Ramiro Navarro Jr.**

**Second:** **Director Sara Duncan**

**Vote:** **Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)**

**Absent:** **Directors Carney, Hinojos-Pressey, Richards (3)**

G.5 Shall the Board approve the District's participation in the American Public Transportation Association (APTA) Racial Equity Commitment Pilot Program?

**Presenter:** Allan Pollock, General Manager  
**Staff Report:** Pages 37-46 of the agenda

GM Pollock reported that the American Public Transportation Association's (APTA) Board of Directors approved a *Racial Equity Commitment Pilot Program* at their November 6, 2021 meeting. The program will provide direction for APTA members to advance racial equity in their organizations as part of a broader commitment to diversity, equity, and inclusion.

GM Pollock said he met with the SAMTD Diversity, Equity, and Inclusion (DEI) Subcommittee on February 8 to review the purpose, requirements, and elements of this pilot program. The committee thought the program fit nicely into the District's larger DEI program that is currently under development, and recommended action to authorize the General Manager to submit the Signatory Commitment Form to enroll the District into APTA's Racial Equity Commitment Pilot Program.

**Motion:** **Moved to authorize the General Manager to submit the Signatory Commitment Form and enroll the District into the Racial Equity Commitment Pilot Program.**

**Motion By:** **Director Ramiro Navarro Jr.**



**Second:** Director Sara Duncan  
**Vote:** Motion passed: Directors Davidson, Duncan, Navarro, Nguyen (4)  
**Absent:** Directors Carney, Hinojos-Pressey, Richards (3)

## INFORMATION ITEMS

### H.1 Second Quarter Performance Report

Staff Report: Pages 47-92 in the agenda

Presenter: Chris French, Service Planning Manager

Chris French highlighted the changes to service in the second quarter that were made in response to the COVID-19 pandemic. Most routes operated at reduced levels during fiscal years 2021 and 2022. The fare collection was suspended during the entire fiscal year 2021 and was later reinstated in July of FY2022. Cherriots implemented Sunday service in September 2021 for the first time in Cherriots history. Cherriots also provided Sunday-level service on Veteran's Day, November 11, 2021. This was the first holiday with service following the implementation of the new holiday service plan. Total rides on Veteran's Day were 2,936.

### H.2 Second Quarter Transportation Options Report

Staff Report: Pages 93-104 in the agenda

Links to the video "Share the Road" with "Jabber" the Puppet:

- <https://youtu.be/a22fRu5iVl4/>
- <https://www.youtube.com/watch?v=a22fRu5iVl4>

Presenter: Roxanne Beltz, Transportation Options Coordinator

Roxanne Beltz reported on the Transportation Options program for the second quarter of the fiscal year 2022. The *Get There Challenge* with 121 participants in Marion, Polk and Yamhill counties finished in October 2021. They logged in 1,735 trips and unlocked 1,345 achievements according to the staff report.

Beltz announced that the employer-sponsored Vanpool program successfully launched eight new vans between October and January 1, 2022. Staff worked with the employer for Meduri Farms in Dallas and the vendor, *Commute by Enterprise*, to help 50 plus Meduri Farms employees get to work. Two additional vans were launched in the Vanpool program between January and February 2022. Staff is now creating a session proposal for the 2022 ACT International Conference on how the vanpool is a viable and equitable commute option. Beltz also noted that a strategic plan for the *Group Pass Program* (GPP) will be developed by April 2022.



Beltz said that staff continues to be involved with ODOTs statewide advisory group that is learning more about the barriers Spanish speaking communities with limited English proficiency (LEP) face when using transportation options, and how ODOT and TO/TDM practitioners can help address these barriers with programs and communication strategies.

Beltz shared a link to a 5-minute video “Share the Road” that she and Stephen Custer created and completed with Skyline Video Productions in late December 2021. The video presents a piece about safety on the road with Roxanne’s creation, “*Jabber*” the puppet. Beltz also announced that this was her 60<sup>th</sup> presentation and last meeting. She will retire at the end of March.

### H.3 **Second Quarter Financial Report**

Staff Report: Pages 105-110 in the agenda

Presenter: Denise LaRue, Chief Financial Officer

CFO LaRue provided the second quarter finance report. She was asked about her comfort level with the financial statement. She advised the numbers were very low but was typical for the first quarter prior to the tax payment the District receives in the second quarter. CFO LaRue will provide the board with a revenue report to compare the percentage of youth fares to overall fare revenue and overall revenues.

## **GENERAL MANAGERS REPORT**

- I.1 GM Pollock reported that the executive leadership team met in a retreat last week with TransPro consultants to evaluate the District’s vision, mission, values, and priorities. TransPro will then meet with board members and community stakeholders in one-on-one interviews which are currently being scheduled. Staff will, at the same time, create a work plan with tactics and strategies. All of the information will be compiled for discussion at a Board retreat in the Spring.

GM Pollock announced that Governor Brown issued a statement that she is lifting the COVID emergency declaration effective April 1. The Oregon Health Authority announced that they will lift the mask mandate for indoor public spaces beginning March 19. GM Pollock said that Cherrriots is subject, on the federal level, to the Transportation Security Administration requirements. The TSA mask mandate for airlines and transit buses expires March 18. He will watch for the official guidance to pass along to employees and customers; as the TSA, typically, lets the agencies know ahead of time.

## **BOARD OF DIRECTORS REPORTS**



J.1 Board members reported on their assignments listed on page 111 of the agenda.

Director Nguyen shared a lesson she’s learned from a mentor who said “the universe organizes around your intentions.” She said that she knows war is not a good thing. In her experience, she lost her grandfather who was a Colonel in the Army Rangers; and she and her family were displaced as political refugees. She said she has no connections to Ukraine or to Russia but wanted for us to set our intentions for Ukraine and Russia to reach peace and resolution for their conflict. She asked to pause for a moment to hold those that are affected at home and abroad.

Director Nguyen reported on Keen Consulting’s progress toward a Diversity, Equity, and Inclusive (DEI) Plan. Keen completed workshops with contracted transportation staff, employee focus groups, procurement and security staff. They continue to analyze curriculum and best practices implemented by other transit agencies; and have been working on a summary report with supporting documentation for staff review. Director Nguyen contacted the leadership from the West Salem Neighborhood Association (WSNA) for a transportation report but they had none. She did not attend the West Salem Business Association (WSBA) meeting.

Director Navarro Jr., attended the State of the City of Salem event where Mayor Chuck Bennett said it will be his last as he plans not to run for reelection again. Director Navarro thanked the Mayor for all of his work for the city and for Oregonians in general.

Director Navarro Jr., announced that the City of Keizer hired Adam Brown as their new city manager. Mr. Brown brings 25 years of experience working in local government, and was the city manager of Ontario for six years. Mr. Brown also has experience working with transit agencies.

President Davidson attended the Mid-Willamette Area Commission on Transportation (MWACT) meeting where there was ongoing discussion about the Infrastructure Investment and Jobs Act (IIJA). He attended the Mid-Willamette Valley Council of Governments (MWVCOG) Legislative Subcommittee meetings held weekly during the short legislative session at 7:00 a.m. The MWVCOG also hosted their Annual Meeting virtually where they shared updates about their successes in the past year. Awards were distributed to both elected and appointed public servants. President Davidson had the honor of announcing the recipient of the Gwen VanDenBosch Award to Mayor Cathy Clark who is a huge transit supporter. Eric Swenson, the Mayor of Woodburn also received the award.



Director Duncan attended the State of the City of Salem event with Director Navarro. In his last State of the City address, Mayor Bennett touched on a few things that she felt the transit board should keep in mind. He cited needing a major increase in the amount of new officers to focus on pedestrian safety and traffic enforcement; and really touched on calls going unanswered. This has been discussed in Salem/Keizer Area Transportation Study meetings, and the need for public transportation to increase a level of safety in the community. In her free time, she has been researching issues having to do with traffic safety in communities around the world to include the mortality rate per capita in these cities compared to Salem. She said a lot of it had to do with infrastructure not necessarily law enforcement. She felt the Board had a responsibility, going forward, to provide some insight and an educated response for infrastructure to address traffic safety and meeting the needs of the community with help that the District could provide. She advocated for support from the Board.

## **ADJOURN**

K.1 The board meeting was adjourned.

**8:43 pm**

**Respectfully Submitted**

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**Ian Davidson, President**





**To:** Board of Directors

**From:** Stephen Dickey, Director of Technology and Program Management  
David Trimble, Deputy General Manager

**Thru:** Allan Pollock, General Manager

**Date:** March 24, 2022

**Subject:** Topographic Survey Services Contract Award

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## ISSUE

Shall the Board authorize the General Manager to enter into a contract with AKS Engineering & Forestry for the delivery of topographic survey services for multiple projects, and approve a project budget of \$307,960, which includes a contingency of approximately 16%?

## BACKGROUND AND FINDINGS

Cherriots has several projects either scheduled or planned over the next seven years that may need to have a topographic land survey completed as part of the project.

These projects include:

- The Bus Stop Improvement Program
- The South Salem Transit Center
- Del Webb Fence and Gate Project
- A Cherriots Comprehensive Administration, Operations, and Maintenance Campus Project
- East Salem Transit Center
- Ancillary Survey Services for Small Projects

Cherriots issued an Architectural and Engineering Request for Proposal (RFP) through the competitive bid process for the provision of topographic survey services to support multiple projects. Only one proposal was received, so we proceeded under the single bid rule.

The contract is for an initial three years with four one year contract extensions. This allows for up to seven years of services delivered through this contract.

### **FINANCIAL IMPACT**

The expenses associated with this contract will be tied directly to the various budgets of the projects these services will support. The annual capital budget approved as part of the overall district budget will provide funding for these services as they relate to the various projects.

The contract provides for up to 1,265 billable hours @ an average hourly rate of \$207.63 plus mileage and contingency.

### **RECOMMENDATION**

Staff recommends the Board authorize the General Manager to enter into a contract with AKS Engineering & Forestry for the delivery of topographic survey services for multiple projects, and approve a project budget of \$307,960, which includes a contingency of approximately 16%.

### **PROPOSED MOTION**

**I move that the Board authorize the General Manager to enter into a contract with AKS Engineering & Forestry for the delivery of topographic survey services for multiple projects, and approve a project budget of \$307,960, which includes a contingency of approximately 16%.**



**To:** Board of Directors

**From:** Bobbi Kidd, Strategic Initiatives Administrator

**Thru:** Allan Pollock, General Manager

**Date:** March 24, 2022

**Subject:** Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge—Cherriots Climate Action Plan

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## ISSUE

Shall the Board adopt Cherriots proposed Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge Climate Action Plan?

## BACKGROUND AND FINDINGS

Cherriots has signed on to the Federal Transit Administration's (FTA) Sustainable Transit for a Healthy Planet Challenge. As part of the challenge participants are required to submit an agency Climate Action Plan. The Districts proposed plan was developed using FTA's template for a Climate Action Plan, resources provided through the initiative, and Cherriots determination to continue environmental progress. The purpose of this Cherriots Climate Action Plan is to help guide Cherriots through the development of a comprehensive Climate Action Plan to reduce greenhouse gas emissions. This is a guide for the initial stage of collecting data, setting goals for the District around climate action initiatives, and deciding upon reduction targets.

Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge Overview:

*"FTA's Sustainable Transit for a Healthy Planet Challenge encourages transit agencies to take bold actions and investments to cut GHG emissions. The challenge calls on transit agencies to develop climate action strategies with measurable goals to achieve GHG emission targets. All transit agencies nationwide, regardless of size or service area, are encouraged to develop climate action or sustainability plans that detail GHG reduction strategies, such as converting fleets to electric buses and making facilities more energy efficient."*

The scope of this project will begin as soon as it is adopted, and will be adjusted and enhanced once a greenhouse gas emission inventory is executed for the District. It is then we can use the data to set goals and emission targets.

The draft Climate Action Plan was shared with the Board during the February 24, 2022 Work Session.

## **FINANCIAL IMPACT**

There is no immediate cost to the District to adopt this Climate Action Plan, and to send it to the Federal Transit Administration. There will be a cost in fiscal year 2023 for the greenhouse gas emissions inventory, which will be included in the proposed FY 2023 budget.

## **RECOMMENDATION**

Staff recommends the Board adopt Cherriot's proposed Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge Climate Action Plan.

## **PROPOSED MOTION**

**I move that the Board adopt Cherriot's proposed Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge Climate Action Plan.**



# CLIMATE ACTION PLAN

*Federal Transit Administration's  
Sustainable Transit for a Healthy Planet Challenge*

*APRIL 2022*

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# Executive summary

Climate change is one of the biggest social, economic, and environmental threats facing our planet. At Cherriots, we are aware how climate change has already begun to have a tangible effect for the residents of Salem-Keizer and surrounding regions. With the hotter and drier conditions anticipated, heat index rising, normal patterns of rain and snow being affected, increase in wildfire danger, and poorer air quality, climate change is not something we are anticipating, it is here.

Cherriots has been recognized by NW Natural to be the “Greenest Public Transit Fleet in Oregon” because of our commitment to finding resources to contribute positively to our community. Building on regional action and the will to be a contributing entity toward positive progress, Cherriots is determined to meet goals around climate action for our riders, our community, our employees, and the world at large.

Cherriots commitment to reduce greenhouse gas (GHG) emissions has already begun in our efforts to create a much more environmentally friendly and sustainable

fleet. Cherriots use of Renewable Natural Gas (RNG) is one of the important steps we have already taken toward productive progress. More than half of the District’s buses now operate on RNG, which reduces harmful smog forming tailpipe emissions by more than 90 percent and greenhouse gas emissions by more than 40 percent. RNG is a zero-carbon resource produced from local, organic materials like food, agricultural and forestry waste, wastewater, or landfills. As these materials decompose, they produce methane. This process closes the loop on waste and provides a renewable energy option for the natural gas system, in the same way that wind and solar are used to generate renewable electricity.



Cherriots has an opportunity to continue to substantially reduce GHG emissions in the Salem-Keizer region by providing our riders with an equitable, safe, friendly and reliable public transportation service. According to the City of Salem, 53 percent of Salem’s emissions come from transportation (2016). Another way Cherriots will be aiding in the reduction of GHG emissions is through the use of electric buses. Cherriots has secured 10 electric buses that are set to be delivered in December 2022. The electric buses are anticipated to be in revenue service beginning May of 2023. Planning for electrification has already begun at our facilities.

The goals set forth in this Climate Action Plan help to further augment environmental plans at the federal, state, county, and city levels. This Climate Action Plan is the first version of a more comprehensive plan after baseline data is collected. By achieving the goal of getting a GHG Emission Inventory, we will be able to better track our progress to make clear, achievable goals aligning with national, state, and local plans.

We at Cherriots are anchors to the commitment in continuing efforts in being a green, sustainable fleet and operation. We are thoughtful in our strategy to contribute to the improvement of the quality of life for the communities we serve. This plan begins to chart a course in continuing to build a safe, equitable, and environmentally beneficial network that is accelerating a zero emission future for Cherriots.





# Introduction

Cherriots has signed on to the Federal Transit Administration’s (FTA) Sustainable Transit for a Healthy Planet Challenge. Using FTA’s template for a Climate Action Plan, resources provided through the initiative, and Cherriots determination to continue environmental progress, this plan was developed. The purpose of this initial version of a Cherriots Climate Action Plan is to help guide Cherriots through the development of a comprehensive Climate Action Plan to reduce greenhouse gas emissions. This is a guide for the initial stage of collecting data, setting goals for the district around climate action initiatives, and deciding upon reduction targets.

Because this is the initial version, the scope of this project will begin as soon as it is approved, and will be adjusted and enhanced once a greenhouse gas emission inventory is executed for the District. It is then we can use the data to set goals and emission targets.

When Cherriots signed on to participate in FTA’s Sustainable Transit for a Healthy Planet Challenge, we agreed to take bold actions and invest in reducing GHG emissions. Our first steps to achieve this goal are found in this document.

Federal Transit Administration’s Sustainable Transit for a Healthy Planet Challenge Overview: *“FTA’s Sustainable Transit for a Healthy Planet Challenge encourages transit agencies to take bold actions and investments to cut GHG emissions. The challenge calls on transit agencies to develop climate action strategies with measurable goals to achieve GHG emission targets. All transit agencies nationwide, regardless of size or service area, are encouraged to develop climate action or sustainability plans that detail GHG reduction strategies, such as converting fleets to electric buses and making facilities more energy efficient.”*



# Agency overview

Salem Area Mass Transit District (SAMTD), known as Cherriots, is a public transportation system that provides local, regional, and paratransit services. Located in Oregon’s capital city of Salem, Cherriots is the third largest transit district in the state.

Established in 1979, Cherriots is a municipal corporation covering 76 square miles in the Mid-Willamette Valley between Portland and Eugene. Cherriots provides service to a population of more than 500,000 residents in Marion and Polk counties. The District maintains 64 active



buses for fixed route service, Cherriots Local; 43 buses for the paratransit service, Cherriots LIFT; and 13 buses for the Cherriots Regional service.

Cherriots Local and paratransit services operate Monday through Friday from 6 a.m. to 11 p.m., and Saturdays from 7 a.m. to 9 p.m. Beginning September, 2021, these services began operating on Sundays and holidays from 8 a.m.

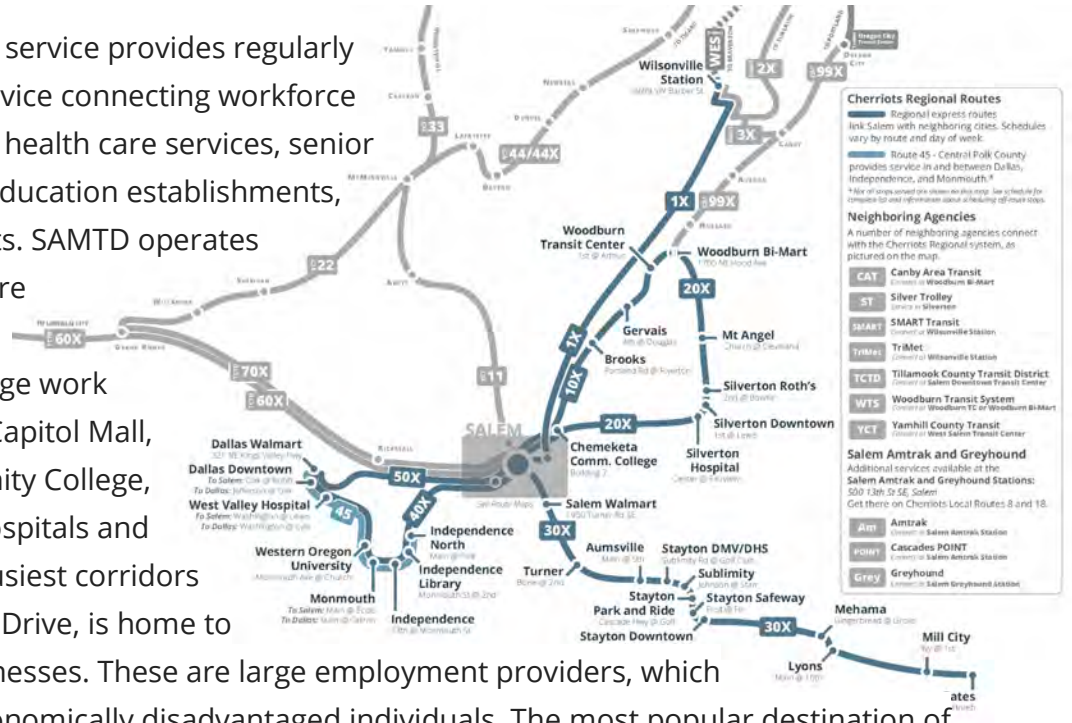
to 8 p.m. Cherriots Local primarily provides service within the Salem-Keizer urban growth boundary, as defined by state statute.

The Cherriots Regional service connects the Salem-Keizer area with the city of Wilsonville to the north, giving riders direct access to the Portland metropolitan area. Regional express services connect surrounding communities in Marion, Polk, Linn, Yamhill, and Clackamas counties from 6 a.m. to 9:30 p.m., Monday to Friday, and Saturdays from 7:30 a.m. to 7:40 p.m. Cherriots partners these outlying communities to bring people directly from rural areas to the critical services offered in the cities of Salem and Keizer.

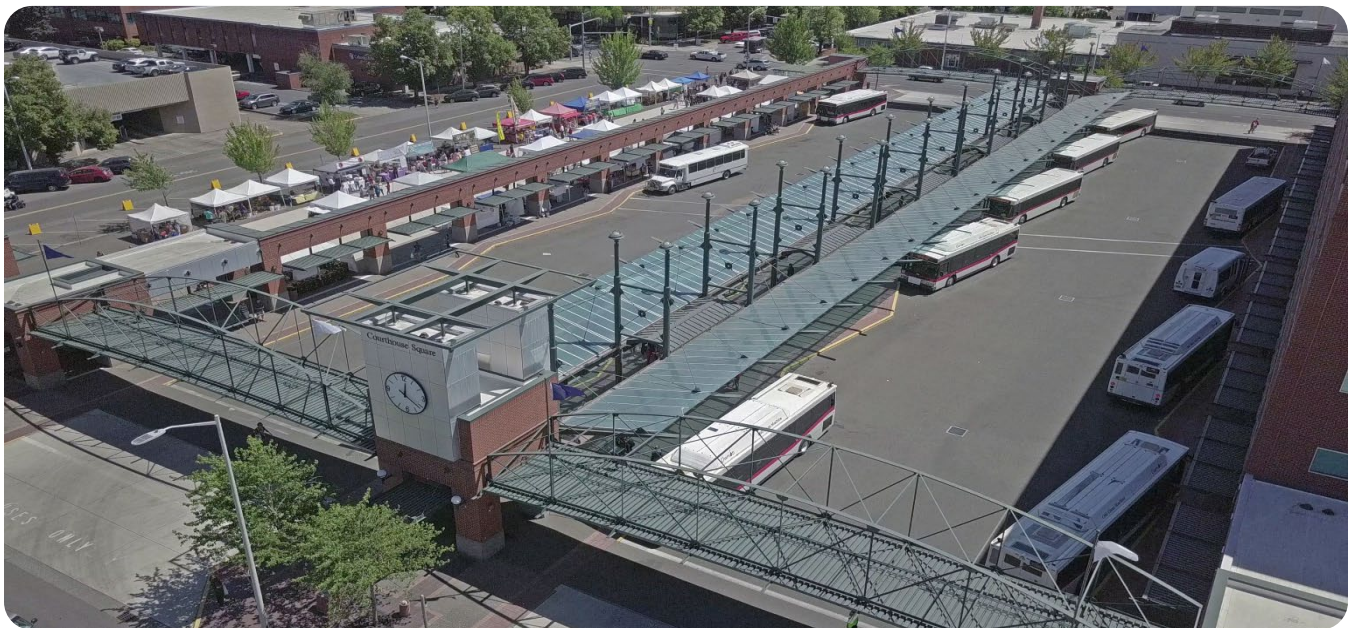


Cherriots fixed route service provides regularly scheduled transit service connecting workforce centers, medical and health care services, senior centers, continuing education establishments, and shopping districts. SAMTD operates specific routes that are aimed at providing

transportation to large work centers such as the Capitol Mall, Chemeketa Community College, and Salem Health Hospitals and Clinics. One of the busiest corridors in the city, Lancaster Drive, is home to malls and retail businesses. These are large employment providers, which generate jobs for economically disadvantaged individuals. The most popular destination of transit riders in east Salem is Chemeketa Community College, another large employer and the second largest community college in Oregon.



Cherriots has several facilities that help us serve the community. The downtown Transit Center (DTC), our Keizer Transit Center (KTC), Del Webb where our facilities and maintenance shop is located, and a South Salem Transit Center (SSTC) will be coming soon



The area served by Cherriots includes four Opportunity Zone Census tracts with unemployment rates peaking at 17.7 percent and poverty rates at 36.4 percent. Of the residents in Marion and Polk counties, 29.4 percent still live below 150 percent of the federal poverty line and are considered “low-income,” compared to 24.9 percent nationally.

The population in the Cherriots service area grew 14.2 percent from 2000 to 2010 and is anticipated to grow at the same rate in future years. According to Cherriots 2016 Onboard Survey, approximately 58 percent of SAMTD riders do not have access to a vehicle compared to 39 percent of neighboring TriMet riders and 29.4 percent of Lane Transit District’s riders, making efficient and reliable transit service a continued priority for the community. The Salem region is also a Clean Air Act maintenance area for carbon monoxide.

Local property taxes, as well as state and federal revenue, provide funding for our transit agency. With those funds, we provide local bus service in Salem and Keizer, as well as regional express service to towns in Marion and Polk counties.

Cherriots mission is to connect people with places through safe, friendly, and reliable public transportation services. Its vision is to make a positive difference by enhancing community livability through innovative and sustainable regional transportation options. Equally important, the Mid-Willamette Valley desires a strong and robust Cherriots that is a partner in economic growth, environmental impact, and accessibility for the region.



# Emissions inventory

Cherriots does not have an emissions inventory at this time. It is outlined as one of the first goals in this plan, found on Page 12. Information included in this section outlines what Cherriots would be seeking in acquiring an emission inventory.

An emission inventory would provide an accounting of GHG emissions from Cherriots operations and facilities, including baseline data and trends. Having an accurate inventory and conducting annual updates will help the agency focus efforts on reducing the largest sources of GHG emissions while tracking progress.

Examples of emission sources to inventory include:

- Fleet operations, including revenue and non-revenue vehicles
- Facility operations, including stations, administrative buildings, maintenance facilities, and shops and yards
- Employee travel
- Solid waste and recycling
- Displaced emissions, i.e., GHG emissions avoided due to mode shift to transit

The emissions inventory should outline the data sources and data assumptions. In addition to reporting absolute emissions, Cherriots may choose to use different metrics to report emissions to provide context and assist the agency in describing progress toward meeting certain objectives. Options for alternative metrics to report transit GHG emissions include:

- Emissions per passenger miles traveled
- Emissions per produced seat miles
- Emissions per vehicle revenue hours
- Emissions per revenue vehicle length
- Emissions per vehicle miles
- Emissions per service area population
- Emissions per vehicle revenue miles
- Emissions per number of employees
- Emissions per unlinked passenger trips

## **A note about baseline data**

Establishing a baseline year of GHG emissions is important because it will be how the agency measures future success in reducing emissions. Cherrits will consider the following when choosing a baseline:

- Availability of high-quality data
- Baseline year used in relevant state, regional, or local GHG emission reduction goals

# Past and current initiatives

## Cherriots is working to align our Climate Action Plan with the goals of:

- **The Federal Administration**

On April 22, 2021, President Joe Biden announced an ambitious goal: for the United States to achieve a 50-52 percent reduction from 2005 levels in economy-wide net greenhouse gas (GHG) pollution in 2030.

- **The State of Oregon**

In March 2020, Governor Kate Brown issued Executive Order 20-04: reduce greenhouse gas emissions in Oregon by at least 45 percent below 1990 levels by the year 2035, and by 80 percent by 2050.

- **Oregon Department of Transportation**

The Climate Action Plan is ODOT's five-year work plan to address the impacts of climate change and extreme weather on the transportation system. The plan includes actions ODOT is taking between 2021 and 2026 to reduce greenhouse gas emissions from transportation, address climate justice, and make the transportation system more resilient to extreme weather events.

- **The City of Salem**

In October 2020, the Salem City Council voted to adopt GHG emissions reduction goals. The goals are: By 2035, Salem's Greenhouse Gas emissions are reduced to 50 percent of the citywide greenhouse gas emissions from the baseline year of 2016. Also, by 2050 Salem is carbon neutral.

The City of Salem has developed a Climate Action Plan that comprehensively outlines strategies for Cherriots to look at in contributing our part to achieve this goal.

## **Cherriots previous and active climate/sustainability efforts**

**Sustainability committee (Green Team)** - Active prior to COVID-19, and will be reinstated around Earth Day 2022.

**Marion County Earthwise certified member since 2013** - EarthWISE Certification recognizes businesses in Marion County that have made a commitment to environmentally friendly practices. Businesses that immediately or over time meet pre-established criteria in the EarthWISE focus areas will earn the EarthWISE Certification.

**Transition from compressed natural gas to renewable natural gas**- Cherriots RNG Program established December 2019

**Procurement of battery electric buses (BEB)** - Procured 10 BEB's that are expected to arrive in December 2022. Will enter service on the new Electric Corridor (Route 11) in spring 2023.

### **100 percent transition to biodiesel (B20)**

**Currently, transitioning from B20 diesel to R99** - Have already acquired and used 10,000 gallons. Full transition expected in 2023.

**Keizer Transit Center** - The center features sustainable design elements, including a green roof, solar panels, bi-facial solar panels on bus stops, electric vehicle charging stations, geothermal heating and cooling, and rain gardens.

**Transition from fluorescent lighting to LED lights** in the maintenance shop, external lights at DTC, and outside at Del Webb.

**Bus wash replacement** - Reuses 80 percent of water and significantly fewer chemicals used.

**Replacing in-ground lifts** in the maintenance shop resulting in less leakage and usage of hydraulic fluid.



# Emission reduction goals and targets

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**Goal:** Acquire a Greenhouse Gas Emission Inventory in order to determine appropriate strategies and actions to achieve reduction goals based upon Cherriot's GHG emission data.

1. Form a Climate Action Board Subcommittee to lead efforts in climate initiatives.
  2. Seek out and acquire a GHG emission inventory for Cherriot's.
  3. Define reduction goals and targets based upon inventory data in alignment with federal, state, and local climate goals.
  4. Identify strategies and actions to complete in order to meet goals and targets based upon GHG emission data.
  5. Implementation of updated Climate Action Plan.
- 

FTA suggests that Agencies have two to five goals for reducing GHG emissions, including establishing specific GHG emission reduction targets. Cherriot's Reduction Goals and Targets are dependent upon a GHG inventory. Transit agencies should ensure the goals and targets outlined in the plan align with federal, state, regional, and local GHG emission reduction goals.

## Sample goal statements for potential goals post-inventory:

- Vehicle acquisition policy
- Establishing board policy for being net zero by 2040
- Achieve a 50-52 percent reduction in GHG emissions from 2005 levels by 2030 (Biden-Harris Administration goal)
- Decrease total GHG emissions from transit fleet by 25 percent by 2030
- Use 100 percent renewable electricity for facility operations by 2030
- Plan all new maintenance facilities to accommodate zero-emission technologies
- Decrease total energy use by 10 percent for all facilities by 2030

# Strategies and actions

Achieving Cherriots first goal will determine the next steps for this plan.

For each goal, we will identify strategies and actions the agency will take to achieve the goal and target, including both short-term and longer-term strategies. For each action, we will identify the metrics that will be used to measure performance, the targeted timeframe for completing the action (i.e., month or season and year), and the staff/department(s) responsible for implementing the action.

## **Future emission reduction strategies may include:**

- Expanding transit service and increasing ridership
- Clean and renewable energy and alternative fuel sources
- Energy efficiency and supply strategies
- Employee travel and trip reduction strategies
- Transportation and land use strategies
- System efficiency and capacity improvements
- Waste reduction strategies

**Goal:** Acquire a Greenhouse Gas Emission Inventory in order to determine appropriate strategies and actions to achieve reduction goals based upon Cherriots GHG emission data.

<i>Strategy</i>	<i>Actions</i>	<i>Metric to track progress</i>	<i>Timeframe</i>	<i>Responsible Office</i>
<i>Analysis and Goal Setting around Cherriots Greenhouse Gas Emission Impact on Environment</i>	<i>Form a Climate Action Subcommittee to lead efforts in climate initiatives.</i>			
	<i>Acquire GHG emission inventory</i>			
	<i>Define reduction goals and targets based upon inventory data in alignment with federal, state, and local climate goals.</i>			
	<i>Identify strategies and actions to complete in order to meet goals and targets</i>			

# Implementation and monitoring

The Climate Action Subcommittee will collaborate in order to describe the process the agency will follow to track implementation of the strategies and actions. The subcommittee will also monitor progress toward meeting our GHG emission goals and reduction targets set forth by the Climate Action Plan.

## **Implementation strategies may include information on the following topics:**

- Ongoing efforts to keep the plan on track
- Funding
- Emerging challenges
- Implementation principles
- Partnerships
- Looking ahead

Cherriots will use a plan-do-check-act methodology to monitor and track the success of our efforts under these goals.

The Plan is a living document. It is to be reviewed regularly and, if needed, amended to reflect the agency's current plans, goals, budget, and available resources.

## The Plan-Do-Check-Act cycle



# Appendix: resources

Federal Transit Administration's Sustainable Transit for a Healthy Planet Challenge

<https://www.transit.dot.gov/climate-challenge>

National Climate Task Force

<https://www.whitehouse.gov/climate/#:~:text=From%20curbing%20emissions%2C%20strengthening%20resilience,across%20the%20United%20States%20government.>

State of Oregon

[https://oeconline.org/wp-content/uploads/2020/04/OCAP-Fact-Sheet-FINAL\\_FINAL-FINAL.pdf](https://oeconline.org/wp-content/uploads/2020/04/OCAP-Fact-Sheet-FINAL_FINAL-FINAL.pdf)

Oregon Department of Transportation's Climate Action Plan

<https://www.oregon.gov/odot/Programs/Pages/Climate-Action-Plan.aspx>

Climate Action Plan for City of Salem

<https://www.cityofsalem.net/Pages/climate-action-plan.aspx>









**To:** Board of Directors

**From:** Allan Pollock, General Manager

**Date:** March 24, 2022

**Subject:** Board Member Committee Report

**ISSUE**

Shall the Board report on their activities and committee assignments as representatives of Salem Area Mass Transit District?

**BACKGROUND AND FINDINGS**

Board members are appointed to local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises on behalf of SAMTD. Board members may take this opportunity to report committee updates or on any meetings or items of note relating to District business.

Subdistrict 1 Director Nguyen	Diversity, Equity, and Inclusion Committee West Salem Business Association
Subdistrict 2 Director Navarro	Keizer Chamber of Commerce Forum Keizer Chamber Government Affairs Committee State Transportation Improvement Fund Advisory Committee
Subdistrict 3 Director Carney	Salem-Keizer Area Transportation Study (SKATS)
Subdistrict 4 Director Hinojos Pressey	Citizens Advisory Committee
Subdistrict 5 President Davidson	Mid-Willamette Valley Council of Governments (MWVCOG) Mid-Willamette Area Commission on Transportation (MWACT) Salem Chamber Public Policy Committee
Subdistrict 6 Director Duncan	SEDCOR
Subdistrict 7 Director Richards	