



**SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS**

Monday, October 10, 2016

~ SPECIAL MEETING ~

5:30 PM

~ WORK SESSION ~

Immediately following Special Meeting

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

AGENDA

SPECIAL MEETING

- 1. **CALL TO ORDER** (President Bob Krebs)
- 2. **PUBLIC TESTIMONY**
- 3. **AGENDA ITEM –**
 - a. **City of Salem’s Urban Growth Boundary Expansion Action**
Continued Discussion and Consideration of the Board’s Action at the
September 22, 2016 Regular Board Meeting **1**

Potential Action may be taken on the Board’s Position pertaining to the
City of Salem’s Urban Growth Boundary Expansion Action.

3. ADJOURN SPECIAL MEETING

WORK SESSION

- 1. **CALL TO ORDER**
- 2. **DISCUSSION**
 - a. Proposed FY2018 Budget Calendar **23**
 - b. Contract for Human Resources/Finance Software Replacement **29**
 - c. SDIS Best Practices Checklist **33**
 - d. Review Testimony of Director Lincoln for the October 12, 2016 City of
Salem Public Hearing



3. GENERAL MANAGER COMMENTS

- a. Calendar Review
- b. Upcoming Board Agenda Items
- c. Draft Agenda for the October 27, 2016 Regular Meeting

4. WORK SESSION ADJOURNED

BOARD MEETING PROCEDURES

PUBLIC TESTIMONY Comments on specific items will be taken after the staff report and before Board discussion for each agenda item.

APPEARANCE OF INTERESTED CITIZENS & AGENCIES Time is designated on every Board agenda for questions or statements by persons in the audience on any items of Board business, including those items appearing on the agenda that are subject to public hearing. Individual citizens will be invited to come forward in a manner similar to that prescribed for public hearings and make any statement they wish, being limited to three minutes. Members of any agency wishing to make statements should submit their statement in writing to the Clerk of the Board per the agenda deadline below.

TO GET ITEMS ON THE AGENDA All communication and matters that appear on the Board agenda must be submitted to the Clerk of the Board by noon on Wednesday, one week prior to the Board meeting. You are encouraged to mail, email or bring your written communication to the Cherriots Administration Office (address below). The Board of Directors email address is: Board@cherriots.org

SPECIAL ACCOMODATIONS Those individuals needing special accommodations such as sign or other language interpreters to participate in the Board meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Board Secretary at 503-588-2424. Hearing impaired please call Oregon Telecommunications Relay Service, 711.

NECESIDADES ESPECIALES Aquellos individuos que necesiten servicios especiales como Interpretes para el lenguaje de señales u otros, para participar en la reunión de la Junta, deben solicitar dichos servicios al menos 48 horas antes de la reunión. Por favor dirigir su solicitud al Secretario de la Junta al 503-588-2424. Las personas sordas por favor llamar al Servicio de Telecomunicaciones de Oregon, 711.

Mission

Connecting people with places through safe, friendly, and reliable public transportation services

Values

Safety – Service Excellence – Communication – Innovation – Accountability

Cherriots Administration Office ~ 555 Court St NE, Suite 5230 ~ Salem, OR 97301 Phone (503) 588-2424 ~ www.cherriots.org

MEMO TO: BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CITY OF SALEM UGB BOUNDARY EXPANSION ACTION

Issue

Shall the Board discuss their action taken at the September 22, 2016 meeting?

Background and Findings

At the Board's September 22, 2016 meeting, the Board discussed the City of Salem proposed amendments to the Urban Growth Boundary, Salem Transportation System Plan, and a proposed exception to statewide planning goal #15 to allow for the proposed location of a new bridge across the Willamette River. As a result, the following motion was approved by a unanimous vote of the Board:

"I move that the Board oppose the City of Salem current land use action to expand the City's urban growth boundary and amend the transportation system plan and authorize Director Lincoln to testify at the October 12th joint public hearing on behalf of the Board of Directors."

This action was taken based, in part, for the following reasons:

- The City was rushing the action when technical reports are not complete to review on the Salem Alternative;
- Jurisdiction of the bridge has not been determined;
- The Salem River Crossing (SRC) Oversight Committee should have been reconvened to discuss the proposed action. This resulted in the Transit District not being included in the conversation.

Since the Board's action, the City of Salem published the October 12th public hearing notice on September 22; and on September 29, twelve (12) report addenda and summaries were posted on the City's website.

In addition, the Board received feedback from other members of the SRC and the Salem Area Chamber of Commerce requesting they reconsider their action.

As a result, President Krebs called for a special meeting of the Board to discuss this situation and consider whether or not the action should be rescinded, modified, or left as is.

Attachment A show a chronology of actions taken by the Board as it relates to the Salem River Crossing Project.

Recommendation

None

Proposed Motion

None

SKT Memorandum

To: Board of Directors

Thru: Allan Pollock
General Manager

From: Stephen Dickey
Director of Transportation Development

Date: April 25, 2013

RE: Potential Modifications to Salem River Crossing Alternative 4D

The City of Salem is currently considering modifications to the Salem River Crossing Project Alternative 4D as a means to address outstanding concerns that were documented in the alternative selection process. The modifications under consideration could have an impact on how transit planning and service delivery is conducted in the proposed location for the new bridge.

The Salem River Crossing Oversight Team included representation from the Salem Area Mass Transit District (SAMTD). Potential transit impacts were considered during the alternative selection process. The City of Salem's proposed modifications to Alternative 4D could impact the services provided by SAMTD, as well as other local jurisdictions.

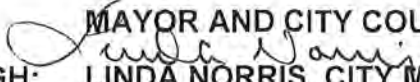

As a result, the City of Salem is reaching out to potentially affected jurisdictions and seeking their input on the proposed changes. Attached is the staff report identifying the key elements of the proposed changes to Alternative D. This report was presented to Salem City Council on April 8, 2013. A more detailed report will be presented to City Council on April 22, 2013.

For the Special Meeting of October 10, 2016
Agenda Item No. SP.3.a
ATTACHMENT A.1

FOR COUNCIL MEETING OF:
AGENDA ITEM NO.:
PUBLIC WORKS FILE NO.:

April 8, 2012
3.3 (d)

705518

TO: MAYOR AND CITY COUNCIL
THROUGH:  LINDA NORRIS, CITY MANAGER
FROM: PETER FERNANDEZ, P.E., PUBLIC WORKS DIRECTOR 
SUBJECT: PROPOSED MODIFICATIONS TO SALEM RIVER CROSSING
PREFERRED ALTERNATIVE

ISSUE:

Shall Council propose modifications to the preliminary recommendation of the Salem River Crossing Oversight Team (Alternative 4D)?

RECOMMENDATION:

Staff recommends Council propose modifications to the preliminary recommendation of the Salem River Crossing Oversight Team (Alternative 4D) as detailed in the Facts and Findings section of this staff report.

Staff further recommends that Council schedule a public hearing on the Salem River Crossing for April 22, 2013, for the purpose of allowing residents to provide feedback on recommended modifications to the preliminary recommendation. After the public hearing, Council will then select the City of Salem's preferred alternative for the Salem River Crossing.

BACKGROUND:

In August 2012, the Salem River Crossing Oversight Team—on which Councilor Clem represents the City—made a preliminary recommendation that Alternative 4D be the preferred alternative for the Salem River Crossing project. Graphics representing Alternative 4D are attached as Attachment A and details of Alternative 4D are documented in the Draft Environmental Impact Statement (EIS) published in April 2012. The Oversight Team forwarded its preliminary recommendation to the partner jurisdictions (City of Salem, City of Keizer, Marion County, Polk County, Salem-Keizer Transit District, and the Oregon Department of Transportation) for feedback.

On November 5, 2012, Salem City Council conducted a public hearing on this preliminary recommendation. Following the public hearing, Council convened a series of four work sessions between November 2012 and February 2013 to discuss the preliminary recommendation, its potential impacts, and various options and alternatives. A City website, www.cityofsalem.net/salemrivercrossing, was established to provide public access to the information provided to Council at these work sessions.

FACTS AND FINDINGS:

Modifications to Alternative 4D

In response to issues and concerns raised by Councilors regarding the preliminary recommendation issued by the Oversight Team, staff is recommending a number of modifications to Alternative 4D. These modifications are listed below and identified on the corresponding map (Attachment B).

- A. **Bridge Footprint and Piers:** Evaluate opportunities to reduce the number of piers in the main channel of the Willamette River; minimize the overall footprint of the bridge structure; and create a signature bridge structure. The intent of this modification is to minimize impact to the floodway and to construct a structure compatible with the natural and built environments. The evaluation should consider costs and benefits of using an alternate bridge type, such as a cable-stayed bridge.

- B. **Marine Drive NW:** Construct Marine Drive NW at-grade from Glen Creek Road NW to River Bend Road NW following the alignment that is currently adopted in the *Salem Transportation System Plan*. Do not extend Marine Drive NW north of River Bend Road NW. Eliminate the viaduct between Glen Creek Road NW and Hope Avenue NW (at the new bridge). Incorporate signals or other appropriate traffic control at the intersections of Marine Drive NW with Glen Creek Road NW and Hope Avenue NW (at the new bridge).

- C. **Surface Street Elements:** Minimize surface street modifications, including eliminating the proposed realignment of Orchard Heights Road NW and widening Glen Creek Road NW. Minimize roadway widening on Wallace Road NW. Eliminate the proposed new surface street connecting Marine Drive NW to Wallace Road NW opposite a realigned Orchard Heights Road NW.

- D. **Highway 22 and Edgewater Street NW:** Provide ramp connections from Marine Drive NW to Highway 22 at a location south of Glen Creek Road NW. Construct the ramps in a manner that provides connectivity in the vicinity of Eola Drive NW while minimizing impacts to the river side of Edgewater Street NW. Note that minimizing impacts to Edgewater Street NW will likely involve relocating the interchange with Highway 22 and Rosemont Avenue NW, placing it further west to align with Eola Drive NW.

- E. **East Side and West Side Bridgehead Refinement Plans:** Conduct focused planning studies to identify options for mitigating impacts of the preliminary recommendation in the vicinity of the east side and west side bridgeheads and connecting roadways. Elements to address include, but are not limited to: installing traffic calming features on local streets; incorporating pedestrian and bicycle access; providing access to the Willamette River; determining appropriate land uses in areas below the elevated structures; developing comprehensive plan and zoning designations in the areas of the bridgeheads; changing parcel configuration and access as a result of the preliminary

recommendation; and incorporating aesthetic design considerations such as improved landscaping.

Public Hearing

A public hearing, recommended for April 22, 2013, will allow residents the opportunity to provide input on recommended modifications to the preliminary recommendation. All testimony received at or after the public hearing on November 5, 2012, will be provided to Council. After this public hearing, Council will provide feedback to the Oversight Team to be advanced into the preferred alternative selection process.



Robert D. Chandler, Ph.D., P.E.
Assistant Public Works Director

Attachments:

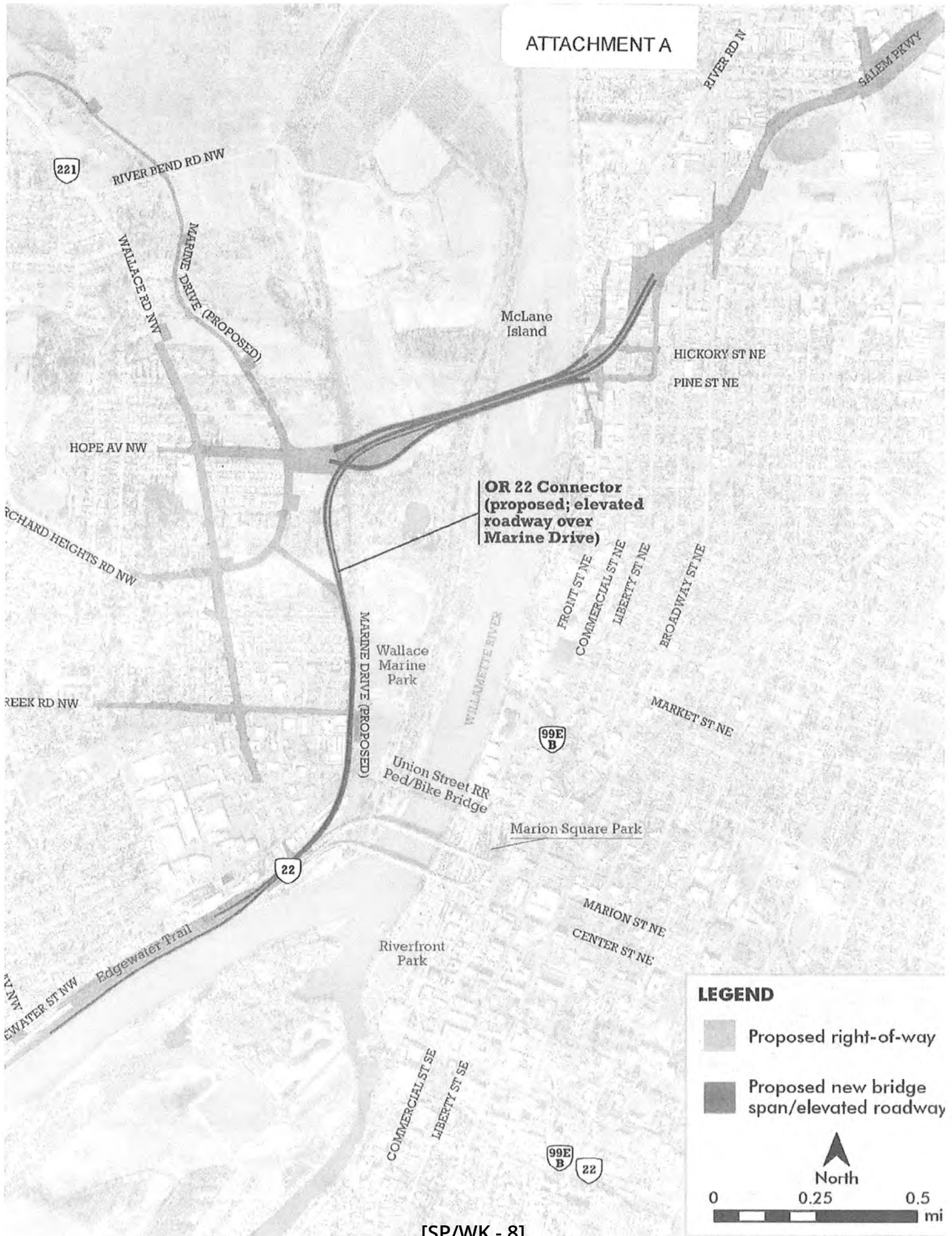
- A. Alternative 4D
- B. Map showing suggested modifications to 4D

Wards All

April 3, 2013

Prepared by Julie Warncke, Transportation Planning Manager

ATTACHMENT A



**OR 22 Connector
(proposed; elevated
roadway over
Marine Drive)**

LEGEND

- Proposed right-of-way
- Proposed new bridge span/elevated roadway



0 0.25 0.5 mi

MEMO TO: BOARD OF DIRECTORS
FROM: STEPHEN DICKEY,
DIRECTOR OF TRANSPORTATION DEVELOPMENT
THRU: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: TRANSIT ELEMENTS FOR SALEM RIVER CROSSING

Issue

Shall the Board submit a letter supporting park and ride space, a West Salem transit center, transit signal priority, and bus queue jump lanes as elements to be included in the Salem River Crossing project?

Background and Findings

The need for a third bridge across the Willamette River in the Salem area has been discussed for many years. The discussion has focused on the assumption that a new bridge could address congestion on and near the existing bridges, improve traffic circulation, support local and regional economic development, and provide an alternate river crossing in the event the existing bridges are closed due to an emergency or other incident. The latest effort to consider for the construction of a third bridge has been underway with the development of a draft Environmental Impact Statement (EIS) that was published in April of 2012.

As part of the process to develop the EIS, a Salem Willamette River Crossing Alternative Modes Study (Alt Modes Study) was completed in April of 2010. The purpose of the Alt Modes Study was to evaluate and recommend other possible solutions to congestion and traffic circulation through the use of alternative modes of transportation.

The draft EIS process has now reached a point where input is being received on the alternative that was recommended by the Salem River Crossing Task Force and Oversight Team. During this process, local jurisdictions are being asked to provide their input on the current preferred alternative and what modifications, if any, they would recommend.

As a provider of public transportation, Salem-Keizer Transit has a major role to play in contributing to the effectiveness of the alternative modes elements of the project. During this phase of further development of the draft EIS, it is staff's recommendation that the following four elements from the Alt Modes Study be recommended for inclusion in the overall project design: Park and Ride Space; West Salem Transit Center; Transit Signal Priority; and Bus Queue Jump Lanes. These four elements have been selected during this phase due to their integration into the development of the infrastructure associated with the Salem River Crossing project.

Recommendation

Staff recommends the Board submit a letter supporting the inclusion of park and ride space, a West Salem transit center, transit signal priority, and bus queue jump lanes as elements to be included in the Salem River Crossing project.

Proposed Motion

I move that the Board submit a letter supporting the inclusion of park and ride space, a West Salem transit center, transit signal priority, and bus queue jump lanes as elements to be included in the Salem River Crossing project.

For the Special Meeting of October 10, 2016
Agenda Item No. SP.3.a
ATTACHMENT A.3

SALEM-KEIZER TRANSIT

925 Commercial St SE Suite 100
Salem OR 97302-4173

503-588-2424 Fax 503-566-3933
E-mail: skt@cherriots.org

July 15, 2013



Salem River Crossing Oversight Team
Sam Brentano – Marion County Commissioner
Craig Pope – Polk County Commissioner
Dan Clem – Salem City Councilor
Cathy Clark – Keizer City Councilor
Bob Krebs – Salem-Keizer Transit Board of Directors
Sonny Chickering – ODOT Region 2 Manager

Re: Salem Willamette River Crossing Recommendations

Dear Oversight Team Members:

The Board of Directors for Salem-Keizer Transit has evaluated and given consideration to the public transportation aspects of the third bridge alternatives being proposed by the Salem River Crossing process. We are also aware of and have considered another option known as the Salem Alternative. While the current phase of the ongoing draft Environmental Impact Statement (EIS) is concentrating on a preferred alternative for final analysis, the Board would like to propose elements for consideration in the design phase of the project.

The elements are tied to the infrastructure-related recommendations from the Salem Willamette River Crossing Alternative Modes Study that was completed in April 2010. These elements have the potential to be included in a variety of the alternatives currently under consideration. Elements that the Board requests be included for consideration are:

- The development of a park and ride space as an integrated part of the project;
- The development of a West Salem transit center (this could be in conjunction with the park and ride space);
- Transit signal priority in areas approaching and leaving the new (and if possible, existing) bridge; and
- The inclusion of bus queue lanes in conjunction with transit signal priority in areas approaching the new (and if possible, existing) bridge.

The inclusion of these elements would greatly improve the ability for Salem-Keizer Transit to provide efficient practical public transportation service to the community on both sides of the Willamette River.

Sincerely,

Jerry Thompson, President
SAMTD Board of Directors

MEMO TO: BOARD OF DIRECTORS
FROM: STEPHEN DICKEY,
DIRECTOR OF TRANSPORTATION DEVELOPMENT
THRU: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: DISCUSSION OF SALEM ALTERNATIVE UNDER CONSIDERATION
BY THE SALEM RIVER CROSSING OVERSIGHT COMMITTEE

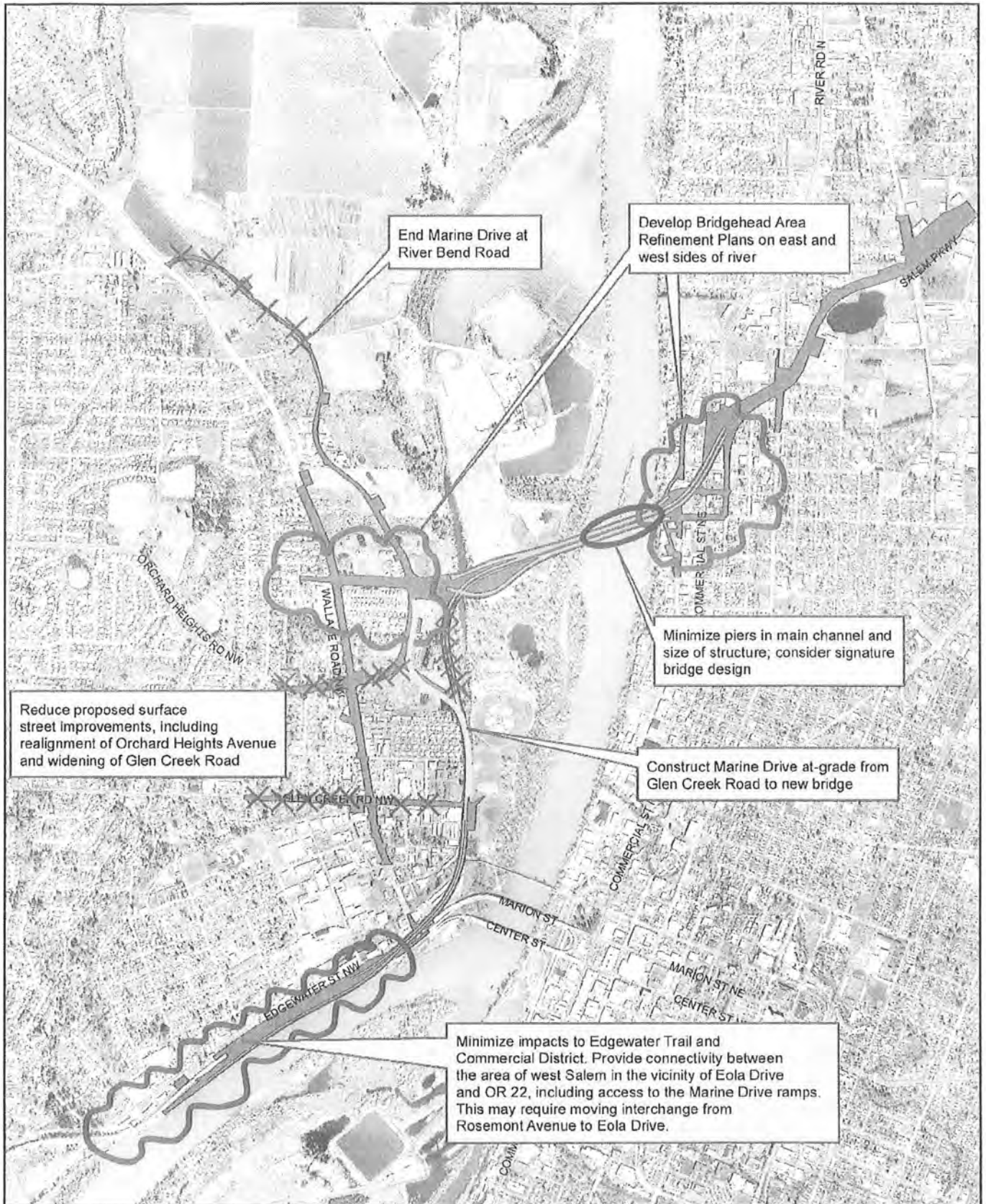
The Salem River Crossing project is now at a point of receiving feedback from local jurisdictions on the proposed Salem Alternative. The Salem Alternative was developed by the Salem City Council after hearing concerns from city residents about potential impacts caused by what had been proposed as the preferred alternative known as Alternative 4D.

The initial Salem Alternative took much of the design from Alternative 4D, but minimized the impacts by reducing the size and extent of the local road changes, reducing the number of lanes on the bridge from three to two in each direction, and minimizing elevated structure (ramps and viaduct). The project team refined the alternative so that it could function from a traffic engineering perspective, while respecting the policy input provided by the Salem City Council. Based on this analysis, a detailed description and map were developed.

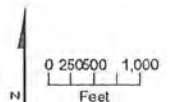
The full description of the Salem Alternative is included as an attachment or it can be viewed online at: <http://www.salemrivercrossing.org/ProjectLibrary/SalemAlt-111913.pdf>. The current status of the project is awaiting input from the City of Keizer, Marion County, Polk County, and Salem-Keizer Transit.

The purpose of this agenda item is to present the revised alternative and gather feedback from the Board on the Salem Alternative. This information will be provided both in written form to the project team and through Director Krebs. Director Krebs is the District's representative on the Salem River Crossing Oversight Team.

For the Special Meeting of October 10, 2016
Agenda Item No. SP.3.a
ATTACHMENT A.4



**Salem River Crossing
Alternative 4D with Proposed Modifications**



MEMO TO: BOARD OF DIRECTORS
FROM: STEPHEN DICKEY, DIRECTOR OF TRANSPORTATION
DEVELOPMENT
THRU: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: ADOPTION OF RESOLUTION 2014-03 RESCINDING RESOLUTION
2014-01 REVISING SALEM RIVER CROSSING BOARD POLICY
STATEMENT

Issue

Shall the Board adopt Resolution 2014-03 rescinding Resolution 2014-01 revising the Board Salem River Crossing Policy Statement?

Background

The Board approved a motion on June 27, 2013 to send a letter to the SRC Oversight Team supporting the inclusion of infrastructure-related public transportation supportive amenities. These included park and ride lots, a transit center, bus queue jump lanes, and transit signal priority. The letter (Attachment A) was sent to the SRC Oversight Team on July 15, 2013. The letter, however, did not express the Board's position on the Salem Alternative that was currently under consideration by the SRC Oversight Team.

It was determined that the Salem Alternative would provide greater flexibility in service planning for the District than the original Option 4D. By adopting Resolution #2014-01 (Attachment B) at the January 13, 2014 Board meeting with the addition of a policy statement (Attachment C) supporting the requests made in the July 15, 2013 letter, the Board provided a formal statement of support for the Salem Alternative while expressing a clear expectation that public transportation supportive design elements would be included as part of the project, and be added to the Oversight Team Policy Statements.

However, when the letter (Attachment A) and policy statement (Attachment B) were presented to the SRC Oversight Team, a clear level of concern was expressed by some members of the SRC Oversight Team. As a result, the SRC Oversight Team has requested a revision be made to the policy statement submitted for inclusion by Salem-Keizer Transit. These members would prefer to have language that, in their perception, would be less prescriptive in nature and would allow for a greater level of discretion throughout the design process.

Recommended language (below) was discussed at the April 14, 2014 Board work session. As a result, a revised resolution (Attachment D) is being presented for adoption at the Board's April 24, 2014 regular meeting and will be submitted to the SRC Oversight Team.

Current Resolution:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT,

THAT the Board of Directors hereby states as a matter of record, support for the "Salem Alternative" as the preferred alternative to be included in the Salem River Crossing Environmental Impact Statement, and

"...THAT the following statement be added to the Oversight Team Policy Statements: Public Transportation supportive amenities such as bus stops, park and ride lots, transit centers, bus queue jump lanes, and transit signal priority will be included as an integral part of the design of the project."

Proposed Resolution:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT,

THAT the Board of Directors hereby states as a matter of record, support for the "Salem Alternative" as the preferred alternative to be included in the Salem River Crossing Environmental Impact Statement, and

THAT the following statement be added to Oversight Team Policy Statements:

In order to avoid additional costs and design conflicts, bus stop locations and construction shall be coordinated with Salem-Keizer Transit. In addition, other public transportation supportive amenities such as park and ride lots, transit centers, bus queue jump lanes, and transit signal priority will be considered as part of the design of the project."

Recommendation

Staff recommends the Board adopt Resolution 2014-03 rescinding Resolution 2014-01 revising the Board Salem River Crossing Policy Statement.

Proposed Motion

I move that the Board adopt Resolution 2014-03 rescinding Resolution 2014-01 revising the Board Salem River Crossing Policy Statement.

SALEM-KEIZER TRANSIT

925 Commercial St SE Suite 100
Salem OR 97302-4173

503-588-2424 Fax 503-566-3933
E-mail: skt@cherriots.org

For Board Meeting of April 24, 2014
Agenda Item H.2 - ATTACHMENT A

July 15, 2013

Salem River Crossing Oversight Team
Sam Brentano – Marion County Commissioner
Craig Pope – Polk County Commissioner
Dan Clem – Salem City Councilor
Cathy Clark – Keizer City Councilor
Bob Krebs – Salem-Keizer Transit Board of Directors
Sonny Chickering – ODOT Region 2 Manager



Re: Salem Willamette River Crossing Recommendations

Dear Oversight Team Members:

The Board of Directors for Salem-Keizer Transit has evaluated and given consideration to the public transportation aspects of the third bridge alternatives being proposed by the Salem River Crossing process. We are also aware of and have considered another option known as the Salem Alternative. While the current phase of the ongoing draft Environmental Impact Statement (EIS) is concentrating on a preferred alternative for final analysis, the Board would like to propose elements for consideration in the design phase of the project.

The elements are tied to the infrastructure-related recommendations from the Salem Willamette River Crossing Alternative Modes Study that was completed in April 2010. These elements have the potential to be included in a variety of the alternatives currently under consideration. Elements that the Board requests be included for consideration are:

- The development of a park and ride space as an integrated part of the project;
- The development of a West Salem transit center (this could be in conjunction with the park and ride space);
- Transit signal priority in areas approaching and leaving the new (and if possible, existing) bridge; and
- The inclusion of bus queue lanes in conjunction with transit signal priority in areas approaching the new (and if possible, existing) bridge.

The inclusion of these elements would greatly improve the ability for Salem-Keizer Transit to provide efficient practical public transportation service to the community on both sides of the Willamette River.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Thompson", written over a faint circular stamp or watermark.

Jerry Thompson, President
SAMTD Board of Directors

RESOLUTION #14-01

STATEMENT SUPPORTING THE SALEM ALTERNATIVE AS THE PREFERRED ALTERNATIVE FOR THE SALEM RIVER CROSSING PROJECT

WHEREAS, the Salem River Crossing Oversight Team (Oversight Team) has been tasked with selecting a preferred alternative for the project's Environmental Impact Statement (EIS); and

WHEREAS, the City Council for the City of Salem has recommended the "Salem Alternative" as the preferred alternative for the EIS; and

WHEREAS, the Oversight Team has requested input from local jurisdictions in the area in regard to their support of the "Salem Alternative" as the preferred alternative; and

WHEREAS, the Board of Directors submitted a letter on July 15, 2013 requesting that public transportation supportive amenities such as park and ride lots, transit centers, bus queue jump lanes, and transit signal priority be considered as an integral part of the design of the project; and

WHEREAS, the "Salem Alternative" would provide greater flexibility in planning and implementing public transportation service between the parts of Salem that are on both the east and west sides of the Willamette River.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT,

THAT the Board of Directors hereby states as a matter of record, support for the "Salem Alternative" as the preferred alternative to be included in the Salem River Crossing Environmental Impact Statement, and

THAT the following statement be added to Oversight Team Policy Statements:

Public transportation supportive amenities such as bus stops, park and ride lots, transit centers, bus queue jump lanes, and transit signal priority will be included as an integral part of the design of the project.

ADOPTED by the Board of Directors on this 13th day of January 2014.



Jerry Thompson, President
Board of Directors

ATTEST:



Kate Tarter, Secretary
Board of Directors

RESOLUTION #2014-03

STATEMENT SUPPORTING THE SALEM ALTERNATIVE AS THE PREFERRED ALTERNATIVE FOR THE SALEM RIVER CROSSING PROJECT

WHEREAS, the Salem River Crossing Oversight Team (Oversight Team) has been tasked with selecting a preferred alternative for the project's Environmental Impact Statement (EIS); and

WHEREAS, the City Council for the City of Salem has recommended the "Salem Alternative" as the preferred alternative for the EIS; and

WHEREAS, the Oversight Team has requested input from local jurisdictions in the area in regard to their support of the "Salem Alternative" as the preferred alternative; and

WHEREAS, the Board of Directors submitted a letter on July 15, 2013 and adopted Resolution #2014-01 on January 13, 2014 with a supporting policy statement requesting that public transportation supportive amenities such as park and ride lots, transit centers, bus queue jump lanes, and transit signal priority be considered as an integral part of the design of the project; and

WHEREAS, the "Salem Alternative" would provide greater flexibility in planning and implementing public transportation service between the parts of Salem that are on both the east and west sides of the Willamette River.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT,

THAT the Board of Directors hereby supersedes Resolution #2014-01 that was adopted by the Board on January 13, 2014 with Resolution #2014-03 and states as a matter of record, support for the "Salem Alternative" as the preferred alternative to be included in the Salem River Crossing Environmental Impact Statement, and

THAT the following statement be added to Oversight Team Policy Statements:

In order to avoid additional costs and design conflicts bus stop locations and construction shall be coordinated with Salem-Keizer Transit. In addition, other public transportation supportive amenities such as park and ride lots, transit centers, bus queue jump lanes, and transit signal priority will be considered as part of the design of the project.

ADOPTED by the Board of Directors on this 24 day of April, 2014.

ATTEST:



Kate Tarter, Secretary
Board of Directors



Jerry Thompson, President
Board of Directors

PUBLIC WORKS DEPARTMENT

TO: RECIPIENTS OF PUBLIC HEARING NOTICE

FROM: JULIE WARNCKE, TRANSPORTATION PLANNING MANAGER

DATE: SEPTEMBER 22, 2016

CASE FILE NO.: CA 16-04

SUBJECT: PROPOSED AMENDMENTS TO THE SALEM KEIZER URBAN GROWTH BOUNDARY, SALEM TRANSPORTATION SYSTEM PLAN, AND A PROPOSED EXCEPTION TO STATEWIDE PLANNING GOAL 15 (WILLAMETTE RIVER GREENWAY) TO ALLOW FOR THE PROPOSED LOCATION OF A NEW BRIDGE ACROSS THE WILLAMETTE RIVER.

The public notice included with this mailing concerns a **public hearing on October 12, 2016** before the Salem and Keizer City Councils, the Polk and Marion County Boards of Commissioners, and the Keizer and Polk County Planning Commissions. The subject of the hearing is a proposed ordinance, which would amend the Salem Area Comprehensive Plan and Salem Transportation System Plan, modify the Urban Growth Boundary (UGB), and take an exception to the statewide planning goal related to the Willamette River Greenway in order to accommodate the proposed location of a new bridge across the Willamette River. Ordinances by other jurisdictions also will be proposed.

This proposed bridge location is called the "Preferred Alternative" and it was identified by the Salem River Crossing Oversight Team in 2014 after extensive public outreach and community input. A variety of alternative approaches and locations for a new River Crossing have been studied during the last 10 years, with exhaustive analysis of impacts of the different alternatives and their ability to meet the overall transportation and other goals and objectives of the crossing. Location of the proposed Preferred Alternative will require an amendment to the Salem Keizer UGB which requires concurrence from the Cities of Salem and Keizer and Polk and Marion Counties. All four jurisdictions will participate in the upcoming public hearing initiated by the City of Salem to provide an opportunity for decision-makers and the public to review and comment on the proposed land use actions.

For Additional Information Contact: Julie Warncke, Transportation Planning Manager,
Salem Public Works Department
jwarncke@cityofsalem.net
503-588-6211



**NOTICE OF PUBLIC HEARING
AUDIENCIA PÚBLICA**

PURPOSE OF HEARING: The Salem City Council, Keizer City Council and Planning Commission, Marion County Board of Commissioners, and the Polk County Board of Commissioners and Polk County Planning Commission will hold a joint public hearing to receive testimony regarding proposed amendments to the Salem-Keizer Urban Growth Boundary (UGB), Salem Area Comprehensive Plan, and Salem Transportation System Plan (TSP), and an exception to Statewide Planning Goal 15 (Willamette Greenway), to allow for construction of a proposed new bridge across the Willamette River. The UGB is proposed to be amended in three locations:

- Expansion of approximately 12 acres associated with the northern portion of the Marine Drive extension, near River Bend Road NW;
- Approximately 16 acres associated with the segment of the new bridge extending from the west side of the Willamette River to Marine Drive and Wallace Road; and
- Approximately 7 acres associated with the southern part of the Marine Drive extension, near Cameo Street NW.

A map of the proposed UGB amendment is attached. Additional maps and information about the proposed amendments are available at:

www.cityofsalem.net/CA16-04

CASE FILE NUMBER: Plan Amendment No. CA16-04

DATE AND TIME OF PUBLIC HEARING: Wednesday, October 12, 2016, at 6:00 p.m.

LOCATION OF PUBLIC HEARING: City of Salem Senior Center (Center 50+), 2615 Portland Road NE, Salem, Oregon 97301

STAFF CONTACT: **Julie Warncke**, Transportation Planning Manager; 503-588-6211; jwarncke@cityofsalem.net

The joint hearing will result in separate decisions for the City of Salem, City of Keizer, Polk County and Marion County. This notice constitutes notice of the City of Salem portion of the public hearing, and identification of criteria applicable to the City of Salem. The City of Keizer, Polk County and Marion County will provide separate notice for each jurisdiction's portion of the hearing and applicable criteria. The proposed amendments to the Salem-Keizer UGB, Salem TSP, and proposed exception to Statewide Planning Goal 15 (Willamette Greenway) are classified as Major Comprehensive Plan amendments pursuant to Salem Revised Code

(SRC) 300. The approval criteria for Major amendments to the Salem Area Comprehensive Plan are set forth in SRC 64.020(f) and 64.025. Additional criteria applicable to the City of Salem's decision are: Salem Area Comprehensive Plan (Section III Regional Procedures and Policies); Oregon Administrative Rules (OAR) 660-004-0018; 660-004-0020; 660-004-0022; 660-012-0015; 660-012-0016; 660-012-0020; 660-012-0025; 660-012-0030; 660-012-0035; 660-012-0040; 660-012-0050; 660-012-0055; 660-012-0060; 660-015-0000; 660-015-0005; 660-018-0010; 660-018-0020; 660-018-0021; 660-024-0000; 660-024-0020; 660-024-0040; 660-024-0050; 660-024-0065; 660-024-0067; and Oregon Revised Statutes (ORS) 195, 197, 215, and 390.

Any person wishing to provide testimony either for or against the proposal may do so in person, by representative, or through submission of written testimony at the public hearing. **Written testimony submitted prior to the public hearing may be filed with the Salem Public Works Department, 555 Liberty St SE, Room 325, Salem Oregon 97301, Salem, OR 97301, prior to 1:00 p.m. on Wednesday, October 12, 2016 or submitted at the public hearing.** Please include reference to the case file number in all correspondence. Only those who have participated in the hearing in person, by representative, or through submission of written testimony have the right to appeal the decision. In addition, if a participant fails to provide sufficient specificity in their comments regarding an issue to afford the decision makers with an opportunity to respond to the issue, they may not have the right to appeal the decision on that issue.

The decision makers will receive testimony and make a final decision on the proposal. If the Salem City Council enacts an ordinance approving the proposal, notice of the decision will be mailed to all neighborhood associations, anyone who participated in the hearing, and anyone who requested to receive notice. A copy of the City of Salem staff report will be available at the City of Salem Public Works Department, 555 Liberty St SE, Room 325, Salem, Oregon 97301, no later than 5:00 p.m., October 5, 2016; copies will be provided at a reasonable cost. The staff report will also be available online no later than 5:00 p.m., Wednesday, October 5, 2016, at:

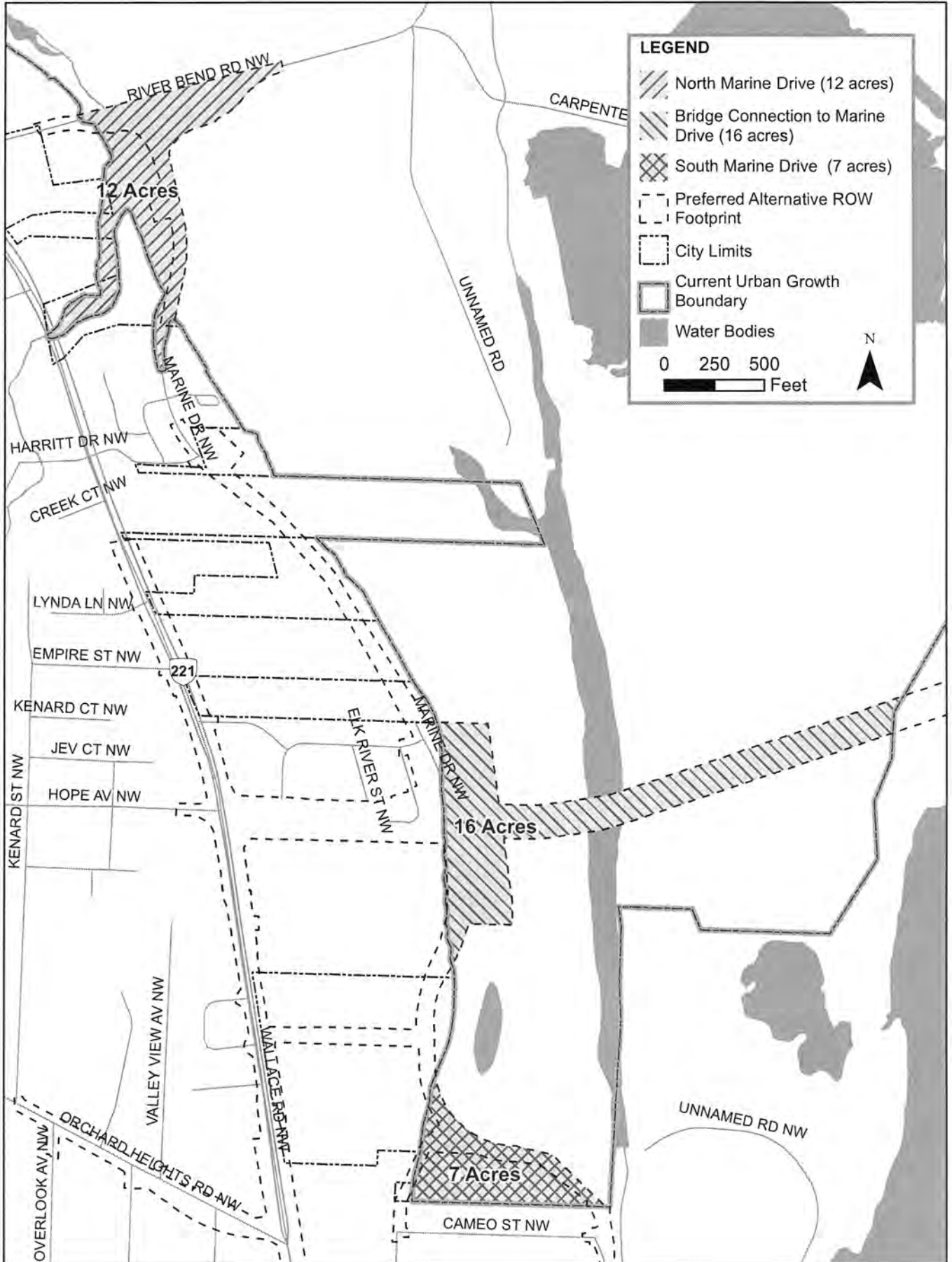
www.cityofsalem.net/CA16-04

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities. Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6173 (TTD/TTY 503-588-6439) at least two business days in advance.

Sí necesita ayuda para comprender esta información, por favor llame 503-588-6173.

<http://www.cityofsalem.net/planning>

Proposed Urban Growth Boundary Amendment



MEMO TO: BOARD OF DIRECTORS

FROM: JARED ISAKSEN, FINANCE MANAGER

THRU: ALLAN POLLOCK, GENERAL MANAGER

SUBJECT: FY 2017-2018 BUDGET CALENDAR

Issue

Shall the Board adopt the proposed Budget Calendar for the FY2017-18 budget preparation?

Background and Findings

Pursuant to Oregon Budget Law, the FY2017-18 budget must be adopted by the Board no later than June 30, 2017 in order for the District to continue to operate.

As required under Oregon Budget Law, the Board selects a budget committee to review and approve a proposed budget. Prior to the first Budget Committee meeting, a notice of the meeting must be published twice between 10 and 30 days before the meeting, separated by at least five days. The proposed calendar schedules these publications during the weeks of April 10 and April 17, 2017.

The budget committee work begins with an orientation meeting, proposed for Thursday May 4, 2017. At its first meeting after the orientation, the budget committee receives the proposed budget presented by the General Manager. During this and any subsequent meetings, the committee reviews and ultimately approves the budget which then is presented to the Board of Directors for adoption.

The Budget Committee schedule is at the discretion of the Board of Directors. Typically, there are three meetings scheduled, one week apart. Historically, the budget has been reviewed and approved by the Budget Committee in two meetings.

This year, staff is presenting three options for the budget committee meeting schedule:

- Option 1
Three Thursday evenings starting at 6:00 PM: May 11, May 18, and June 1 (if needed)
- Option 2
Thursday, May 11; Tuesday, May 16; and Thursday May18 (if needed) starting at 6:00 PM
- Option 3
One all-day meeting on Saturday, May 13 to review and approve the budget.

The agenda for a single Budget Committee meeting is proposed as follows:

8:30 – 9:20 am	Budget Message, Public Comment, Personnel Services & General Fund
9:20 – 9:30	<i>Break</i>
9:30 – 10:20	Budget Message, Public Comment, Personnel Services & General Fund (continued)
10:20 – 10:30	<i>Break</i>
10:30 – 11:30	Budget Message, Public Comment, Personnel Services & General Fund (continued)
11:30 – 12:30	<i>Lunch</i> ; Staff investigate questions from the morning sessions
12:30 – 1:00 pm	Staff answer questions from morning session
1:00 – 1:20	Special Transportation Fund & Capital Project Fund
1:20 – 1:30	<i>Break</i>
1:30 – 2:20	Special Transportation Fund & Capital Project Fund (continued)
2:20 – 2:30	<i>Break</i>
2:30 – 3:30	Special Transportation Fund & Capital Project Fund (continued)
3:30 – 4:00	<i>Break</i> ; Staff investigate questions from afternoon sessions
4:00 – 5:00 pm	Staff answer questions from afternoon sessions and Budget Committee deliberate budget and take action to approve proposed budget

The Budget Committee will present the approved budget to the Board at the June 22, 2017 Board meeting; and the Board will hold a Budget Hearing. Prior to that meeting, the District is required to publish a summary of the budget, along with a notice of the budget hearing, between 5 and 30 days prior to the board meeting. This publication would occur the week of June 5, 2017.

Recommendation

Staff recommends the Board adopt the FY2017-18 Budget Calendar as proposed in one of three options described in detail in Attachment A.

Proposed Motion

I move the Board adopt the FY2017-18 Budget Calendar as proposed in Option _____.
(Select A, B, or C).

Option 1

Salem Area Mass Transit District

BUDGET CALENDAR
 Fiscal Year 2017-2018

Day	Responsible	Date	Time	Activity
Thursday	Finance	October 27, 2016	6:30 PM	Board adopts FY 2016-2017 budget calendar
Mon - Fri	Finance	Week of April 10, 2017		Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Finance	Week of April 17, 2017		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	April 28, 2017		Executive Team approves draft for Budget Committee consideration
Thursday	Finance	May 4, 2017	6:00 PM	Budget Committee Orientation
Option 1				
Thursday	Executive Team	May 11, 2017	6:00 PM	First Budget Committee Meeting - Election of Officers & Budget Message
Thursday	Finance	May 18, 2017	6:00 PM	Second Budget Committee meeting - Deliberation & Approval
Thursday	Finance	June 1, 2017	6:00 PM	Third Budget Committee Meeting - Deliberation & Approval (if necessary)
Mon - Fri	Finance	Week of June 5, 2017		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 22, 2017	6:30 PM	Board holds Budget Hearing
Thursday	Board	June 22, 2017	6:30 PM	Board of Directors adopts 2017/2018 Budget, makes appropriation and levies taxes
Friday	Finance	July 14, 2017		Adopted budget and levy certification form due to County Assessors (July 15, 2017)

Option 2

Salem Area Mass Transit District

BUDGET CALENDAR
 Fiscal Year 2017-2018

Day	Responsible	Date	Time	Activity
Thursday	Finance	October 27, 2016	6:30 PM	Board adopts FY 2016-2017 budget calendar
Mon - Fri	Finance	Week of April 10, 2017		Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Finance	Week of April 17, 2017		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	April 28, 2017		Executive Team approves draft for Budget Committee consideration
Thursday	Finance	May 4, 2017	6:00 PM	Budget Committee Orientation
Option 2				
Thursday	Executive Team	May 11, 2017	6:00 PM	First Budget Committee Meeting - Election of Officers & Budget Message
Tuesday	Finance	May 16, 2017	6:00 PM	Second Budget Committee meeting - Deliberation & Approval
Thursday	Finance	May 18, 2017	6:00 PM	Third Budget Committee Meeting - Deliberation & Approval (if necessary)
Mon - Fri	Finance	Week of June 5, 2017		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 22, 2017	6:30 PM	Board holds Budget Hearing
Thursday	Board	June 22, 2017	6:30 PM	Board of Directors adopts 2017/2018 Budget, makes appropriation and levies taxes
Friday	Finance	July 14, 2017		Adopted budget and levy certification form due to County Assessors (July 15, 2017)

Option 3

Salem Area Mass Transit District

BUDGET CALENDAR

Fiscal Year 2017-2018

Day	Responsible	Date	Time	Activity
Thursday	Finance	October 27, 2016	6:30 PM	Board adopts FY 2016-2017 budget calendar
Mon - Fri	Finance	Week of April 10, 2017		Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Finance	Week of April 17, 2017		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	April 28, 2017		Executive Team approves draft for Budget Committee consideration
Thursday	Finance	May 4, 2017	6:00 PM	Budget Committee Orientation
Option 3				
Saturday	Executive Team & Finance	May 13, 2017	8:30 AM - 5:00PM	Budget Committee Meeting - Election of Officers, Budget Message, Deliberation & Approval
Mon - Fri	Finance	Week of June 5, 2017		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 22, 2017	6:30 PM	Board holds Budget Hearing
Thursday	Board	June 22, 2017	6:30 PM	Board of Directors adopts 2017/2018 Budget, makes appropriation and levies taxes
Friday	Finance	July 14, 2017		Adopted budget and levy certification form due to County Assessors (July 15, 2017)

MEMO TO: BOARD OF DIRECTORS

**FROM: JARED ISAKSEN, FINANCE MANAGER
PAULA DIXON, DIRECTOR OF ADMINISTRATION**

THRU: ALLAN POLLOCK, GENERAL MANAGER

SUBJECT: CONTRACT FOR HR/FINANCE SOFTWARE REPLACEMENT

Issue

Shall the Board authorize the General Manager to execute a contract with Tyler Technologies for their *Munis* software as replacement software for Human Resources (HR) and Finance needs?

Background and Findings

Salem Area Mass Transit District (SAMTD) currently uses two different software solutions for its HR and Finance needs. These solutions were first implemented in 2008 (Finance) and 2009 (HR). Using two different systems requires duplication of data entry and presents difficulties in producing certain ad hoc reports. In addition, neither system separately provides robust report writing capabilities or the capacity to implement electronic workflow. To obtain a solution which will integrate and replace these systems, provide for adequate reports and implement electronic workflow, a Request for Proposals (RFP) was issued to procure replacement software.

Since the replacement software will be funded with Federal 5307 Capital funds, the proposed contract was procured under procedures required by the Federal Transit Administration. The RFP was issued on February 16, 2016.

The activities of the procurement process performed by SAMTD staff are listed below:

1. RFP #2016-01 was issued on February 16, 2016. A pre-proposal conference was held on March 10, 2016, and the RFP process closed on April 21, 2016, at 3:00 p.m.
2. Three (3) proposals were received by the due date of April 21, 2016.
3. The responders were Fleet Net, Infinitek, and Tyler Technologies.
4. An evaluation and selection committee, comprised of SAMTD staff, was appointed to review and evaluate proposals based on proposed costs, ability of proposer to meet

requirements of software, quality of support, warranties, and services, conversion/implementation plan, training, interview/presentation, and references.

5. All proposals were determined to be responsive to the above-mentioned factors.
6. The Evaluation Committee met on three (3) occasions for scoring, which included: individual scoring, technical scoring, and post-interview scoring.
7. One (1) proposer was interviewed on July 26, 2016.
8. The Evaluation Committee determined in their final meeting that Tyler Technologies' *Munis* software was the most responsive to the procurement criteria as detailed in the table below. The proposed price includes purchase, implementation, data conversion, estimated travel expenses and the maintenance cost for the first year.

Evaluation Criteria	Maximum Score Possible	Infinitek	Tyler Technologies	Fleet Net
Total 5-Year Cost (Initial, maintenance, and support)	500	410	480	450
Ability to meet or exceed the requirements	500	390	485	300
Quality of Proposer's support, warranties, and service	500	430	480	370
Conversion/Implementation Plan	375	330	355	330
Training	250	175	230	190
References	250	120	200	90
TOTAL SCORE	2,375	1,855	2,230	1,730
References	250	N/A	200	N/A
Interview/Presentation	200	N/A	195	N/A

	Price
Module Licenses	\$ 116,100
Implementation	\$ 127,450
Data Conversion	\$ 27,800
Estimated Travel Expenses	\$ 38,360
Year One Maintenance	\$ 6,830
Total Initial Cost	\$ 316,540
Contingency	\$ 30,000
Total Cost with Contingency	\$ 346,540

Recommendation

Staff recommends the Board authorize the General Manager to enter into a contract with Tyler Technologies for the *Munis* software in the not to exceed amount of \$346,540, which includes a contingency of \$30,000.

Proposed Motion

I move the Board authorize the General Manager to execute a contract with Tyler Technologies for their *Munis* software in the not to exceed amount of \$346,540.

DRAFT

MEMO TO: BOARD OF DIRECTORS

**FROM: MICHEL MAJORS, SAFETY & LOSS CONTROL SPECIALIST
PAULA DIXON, DIRECTOR OF ADMINISTRATION**

THRU: ALLAN POLLOCK, GENERAL MANAGER

SUBJECT: SDIS BEST PRACTICES CHECKLIST

Issue

Shall the Board review and complete the SDIS *Oregon Ethics Law Best Practices Checklist* (Attachment A) in order to qualify for a liability premium discount?

Background

Special Districts Insurance Services (SDIS) offers member districts the opportunity to receive up to a 10% discount on their property and liability premiums through five opportunities at 2% each. A 10% discount is equal to approximately \$24,000. One of those opportunities is for the District to complete the SDIS *Oregon Ethics Law Best Practices Checklist*, and have members of the Board review and approve the answers.

The checklist is not scored; but is to be used as a self-assessment tool for Districts to reduce their overall risk of loss.

The District will qualify for the full 10% discount by completing the SDIS *Oregon Ethics Law Best Practices Checklist*. In addition to completing and approving this checklist, the District has met the other four (4) requirements by completing online training, attending training sponsored by SDIS, being a member of the Oregon Transit Association and Oregon PRIMA (an affiliated organization), and by submitting the District's *Ethical Standards of Conduct Policy #412* (Attachment B) to the SDIS.

Recommendation

Staff recommends that the Board review and complete the checklist as attached.

Proposed Motion

I move that the Board, upon review, authorize President Krebs to sign the completed *Oregon Ethics Law Best Practices Checklist*, to complete the four requirements required by the SDIS, in order to qualify for a liability premium discount.

Oregon Ethics Law Best Practices Checklist

**** To be completed by the Board of Directors****

District Name: Salem Area Mass Transit District

****Our insurance services website is changing!** The site will be launched **October 3, 2016**. At that time, the Best Practices checklist will be available to complete online. ******

Below is the Best Practices Checklist for you to complete and return. Your answers will not be scored but are to be used for self-assessment. Submission of your complete and signed checklist verifying review from your board of directors (signature line on page 2) will result in a 2% credit to your 2017 property/casualty insurance contributions.

Steps to receive this credit to your 2017 general liability, auto liability, and property insurance contributions:

- Board of Directors and District Manager (if applicable) complete all questions on checklist.
- Board of Directors review and approve answers.
- Representative of the Board fill out and sign page 2 of the checklist.
- After filling out and signing page 2, return **entire checklist** by mail, email, or fax (OR complete online) to SDIS by **November 15, 2016**.

Completing the checklist online saves time and gives you immediate access to valuable resources. After the new insurance site has been launched, you will be able to complete the checklist online using the following steps:

- Go to **www.sdao.com**
- Click the Sign In button and enter your user credentials.
- After signing in, click on the Insurance Site tab.
- Once on the SDIS Insurance Site homepage, click Insurance on the left.
- Click Best Practices on the left, under Forms.
- Click Take Survey.
- Complete survey and click Save.

Read the statement and check Yes if the statement is true of your board and No if it is not.

Yes No

		Yes	No
1.	Familiar with the permissible statutory provisions regarding Oregon Ethics Law (ORS 244), i.e., conflicts of interest, gifts, and financial gain.		
2.	Aware that Oregon Government Ethics Commission, or OGECC, enforces government ethics laws.		
3.	Recognize that ethics laws apply to all district elected or appointed officials, employees, and agents, irrespective of whether the person is compensated for services.		
4.	Distribute a copy of OGECC's Guide for Public Officials and 2015 Supplement to each board and staff member.		
5.	Adopt an Oregon Ethics Law policy (sample available through SDAO).		
6.	Provide annual ethics trainings to all board members and staff.		
7.	Understand the difference between an actual and potential conflict of interest.		

8.	Aware of the requirements for declaring an actual or potential conflict of interest under Oregon Ethics Law.		
9.	Informed of who is considered a relative for the purpose of the ethics laws.		
10.	Understand the "but for" test and how it relates to financial gain or avoiding financial detriment.		
11.	Recognize that anything acquired through an official compensation package is not financial gain.		
12.	Aware that a "gift" is something of economic value received by a public official, his relatives, or household members.		
13.	Realize that food and beverages at a reception, when they are an incidental part of the reception or consumed at an event when a public official represents the district, are not a gift.		
14.	Familiar with the definition of "legislative or administrative" interest.		
15.	Aware that there is a \$50 gift limit from a source that has an administrative or legislative interest in the district. This includes invitations to events or activities such as concerts, plays, sporting events, and hunting.		
16.	Realize that the maximum penalty for an ethics violation is \$5,000. In addition to this penalty, if a public official financially benefits by violating Oregon Ethics Law, the OGE can impose a civil penalty in an amount equal to twice the amount the public official realized as a result of the violation.		

Filling out the form below certifies that your Board of Directors has reviewed and approved all answers:

District Name: Salem Area Mass Transit District

Your Name: _____ **Your Title:** _____

Signature: _____ **Date:** _____

Return the signed checklist (OR complete online) by **November 15, 2016** to receive a 2% credit to your 2017 general liability, auto liability, and property insurance contributions.

How to Submit Your Best Practices Checklist

Mail
SDIS
PO Box 12613
Salem, OR 97309-0613

Email
memberservices@sdao.com

Fax
(503) 371-4781

Online
www.sdao.com

If you have any questions, please contact SDAO Member Services at 800-285-5461 or by email at memberservices@sdao.com.

Policy: ETHICAL STANDARDS OF CONDUCT	Number: 412
Adopted by the General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Page: 1 of 2
Amended: 11/14/03	Effective Date: 11/14/03

412.01 APPLICATION

All employees of SAMTD involved in procuring goods and services.

412.02 PURPOSE

This policy defines the ethical standards of conduct governing employees of SAMTD involved in procurement of goods and services for the District. This policy coincides with District Personnel Policy 371.

412.03 ETHICAL STANDARDS OF CONDUCT

- A. No employee, officer, agent, immediate family member, or Board Member of SAMTD shall participate in the selection or in the award or administration of a contract or purchase if a conflict of interest, real or apparent, exists. Such conflicts could arise if any of the following has a financial or other interest in the firm selected for the contract award:
1. The employee, officer, agent, or Board Member
 2. Any immediate family member
 3. His/her partner, or
 4. An organization that employs, or is about to employ, any of the above
- B. SAMTD's officers, employees, or agents shall neither solicit nor accept gratuities, gifts, favors, or anything of monetary value from contractors, potential contractors, or parties to sub agreements. Unsolicited gifts of minimal value may occasionally be accepted provided they do not create prejudicial treatment. Gifts, other than meals and unsolicited advertising or promotional materials of nominal intrinsic value, are to be reported to the General Manager as they are received. Employees shall abstain from receiving, during any calendar year, whether directly or indirectly, any gift, or gifts with an aggregate value in excess of \$100 from any single source who could reasonably be known to have an interest in the official business of SAMTD.
- C. SAMTD will enforce and apply all penalties, sanctions or other disciplinary action allowed by federal, state, and/or local law to contractors and employees in violation of the above standards of conduct.

Policy: ETHICAL STANDARDS OF CONDUCT	Number: 412
Adopted by the General Manager under a Delegation of Authority by the Board of Directors in Resolution #01-16, dated October 25, 2001.	Page: 2 of 2
Amended: 11/14/03	Effective Date: 11/14/03

Adopted by:



General Manager

11/14/03

Date

UPDATED: October 6, 2016



TO: 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

OCTOBER 2016

- 4 Tue 3:00-4:30p **STF Advisory Committee CANCELLED**
- 5 Wed 1:00-3:00p **“Strong Town” Event with Chuck Marohn, Founder**
- 10 Mon 5:30 PM SAMTD Special Board Meeting and Work Session
- 12 Wed 6:00 PM **Special Session** - City of Salem, City of Keizer, Marion County and Polk County re: UGB Issue Pertaining to Willamette River Crossing
- 27 Thu 6:30 PM SAMTD Board of Directors Meeting

NOVEMBER 2016

- 1 Tue 3:00-4:30p STF Advisory Committee
- 6 Sun 2:00 AM **Day Light Savings ENDS - FALL BACK**
- 8 TUE **GENERAL ELECTION DAY** 
- 11 Fri **CLOSED** **HOLIDAY - Veteran’s Day**
SKT Administration Office / Customer Service **Closed; NO** Bus Service
- 14 Mon 5:30 PM **SAMTD Board Work Session**
- 24 Thu **CLOSED** **HOLIDAY - Thanksgiving Day**
SKT Administration Office / Customer Service **Closed; NO** Bus Service

DECEMBER 2016

- 8 Thu 6:30 PM SAMTD Board of Directors Meeting
- 10 Sat Iris Festival Parade
- 25 Sun **CHRISTMAS DAY** 
- 26 Mon **CLOSED** **DISTRICT HOLIDAY -**
SKT Administration Office / Customer Service **Closed; NO** Bus Service

JANUARY 2017

- 1 Sun **New Year’s Day** 
- 2 Mon **CLOSED** **DISTRICT HOLIDAY -**
SKT Administration Office / Customer Service **Closed; NO** Bus Service
- 3 Tue 3:00-4:30p STF Advisory Committee
- 9 Mon 5:30 PM SAMTD Board Work Session
- 26 Thu 6:30 PM SAMTD Board of Directors Meeting

FEBRUARY 2017

- 1 **79th Legislative Assembly convenes.** 

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 or at the District’s Administration Office at 555 Court Street NE, Suite 5230, Salem, Oregon 97301. For a televised recording of Board meetings, go to www.cctvsalem.org.



Upcoming Board Meeting and Work Session Agenda Items

October 10, 2016

<u>Month</u>	<u>Work Session</u>	<u>Board Meeting</u>
November 2016	<ul style="list-style-type: none"> • CARTS Redesign Feedback Received From Public • Strategic Plan Discussion • Website Development Contract 	(NO REGULAR BOARD MEETING)
December 2016	NO Work Session Board Meeting Scheduled Thursday, Dec 8	<ul style="list-style-type: none"> • Approval of CFM Agreement Extension • STF Advisory Committee Appointments • Finance, Rideshare, Performance Reports – 1st Qtr • Website Development Contract • GM Performance Evaluation Policy/Resolution XX-xx
January 2017	<ul style="list-style-type: none"> • Review Draft 2017 Legislative Priorities • 	<ul style="list-style-type: none"> • Adoption of 2017 Legislative Priorities • Approval of CARTS Service Redesign Plan
February 2017	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Finance, Rideshare, Performance Report – 2nd Qtr
March 2017	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
April 2017	<ul style="list-style-type: none"> • 	
May 2017	<ul style="list-style-type: none"> • Review Draft FY18 Board Meeting Schedule 	<ul style="list-style-type: none"> • Finance, Rideshare, Performance Report – 3rd Qtr • Approval of Local Election Results
June 2017	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Budget Hearing/Res#2017-XX Adopt FY18 Budget • <u>Consent:</u> <ul style="list-style-type: none"> ○ Adopt FY2018 BOD Meeting Schedule ○ Approval of FY2018 United Way Donation
July 2017	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Oath of Office for Newly Elected Board (2017) • Election of Officers/Oath of Office (2017) • Accept Annual Preliminary Year-end Financial Rpt
August 2017	<ul style="list-style-type: none"> • Board Committee Assignments (2017) 	<ul style="list-style-type: none"> • Accept Annual Security Report • Rideshare, Performance Report - 4th Qtr • Appoint Board Committee Assignments (2017)
September 2017		<ul style="list-style-type: none"> • Fiscal Year End Performance Report • Approval of Annual SDIS Board Check List • Executive Session (GM CPE) – (2017)
October 2017	<ul style="list-style-type: none"> • Proposed FY2018 Budget Calendar 	<ul style="list-style-type: none"> • Approval of FY2018 Budget Calendar
To Be Determined: <ul style="list-style-type: none"> • Budget Committee Citizen Member Appointments for Subdistricts #3 and #5 • Street Services RFP (Jan/Feb/Mar) 		

Salem Area Mass Transit District

BOARD OF DIRECTORS MEETING

Thursday, October 27, 2016

6:30 PM

Courthouse Square – Senator Hearing Room

555 Court Street NE, Salem, Oregon 97301

AGENDA

REGULAR BOARD MEETING

A. CALL TO ORDER & NOTE OF ATTENDANCE

B. PLEDGE OF ALLEGIANCE – Director Colleen Busch

C. ANNOUNCEMENTS & CHANGES TO AGENDA

D. PRESENTATION

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

F. CONSENT CALENDAR

1. Approval of Minutes [Action]

a. Board Meeting of September 22, 2016

b. Special Meeting **and Work Session** of October 10, 2016

2. Routine Business Items [Action]

a. **PLACEHOLDER:** Approval of the Special Districts Association of Oregon SDIS Board Check List

G. ITEMS DEFERRED FROM THE CONSENT CALENDAR

H. ACTION ITEMS

1. **PLACEHOLDER:** Approval of the Special Districts Association of Oregon SDIS Board Check List

2. Approval of the Contract between SAMTD and I-Dash Consolidated Finance and Human Resources Solutions

3. Adopt the Proposed FY2018 Budget Calendar

I. INFORMATION ITEMS

J. REPORTS

1. Board Subcommittee Reports and Minutes [*Receive and File*]

a. **October 10, 2016 Work Session**

b. August 26, 2016 Strategic Planning Subcommittee Meeting

c. October 4, 2016 STF Advisory Committee Meeting

K. BOARD & MANAGEMENT ISSUES

1. General Manager
2. Board President
3. Board of Directors

L. ADJOURNMENT

Next Regular Board Meeting Date: Thursday, December 8, 2016

BOARD MEETING PROCEDURES

- **CONSENT CALENDAR AND AGENDA ITEMS** All items on the Consent Calendar will be adopted as a group by a single motion unless a Board member requests to withdraw an item for discussion. Action on items requested for discussion will be deferred until after adoption of the Consent Calendar. Comments on specific items will be taken after the staff report and before Board discussion for each agenda item.
- **APPEARANCE OF INTERESTED CITIZENS & AGENCIES** Time is designated on every Board agenda for questions or statements by persons in the audience on any items of Board business, including those items appearing on the agenda that are subject to public hearing. Individual citizens will be invited to come forward in a manner similar to that prescribed for public hearings and make any statement they wish, being limited to three minutes. Members of any agency wishing to make statements should submit their statement in writing to the Clerk of the Board per the agenda deadline below. At the designated meeting, the agency representative will be invited to come forward to speak for a limit of five minutes on their item.
- **TO GET ITEMS ON THE AGENDA** All communication and matters that appear on the Board agenda must be submitted to the Clerk of the Board by noon on Wednesday, one week prior to the Board meeting. You are encouraged to mail, email or bring your written communication to the Cherriots Administration Office (see address below). The Board of Directors email address is: Board@cherriots.org
- **SPECIAL ACCOMMODATIONS** Those individuals needing special accommodations such as sign or other language interpreters to participate in the Board meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Clerk of the Board at 503-588-2424. Individuals with a hearing impairment may call Oregon Telecommunications Relay Service, 711.

PROCEDIMIENTOS DE LA REUNIÓN

- **CALENDARIO DE CONSENTIMIENTO Y ARTÍCULOS DE AGENDA** Todos los artículos en el Calendario de Consentimiento serán adoptados como grupo por un única propuesta a menos que un miembro de la Junta solicita retirar un artículo para discusión. La acción sobre artículos solicitados para discusión serán diferidos hasta después de la adopción del Calendario de Consentimiento. Comentarios sobre artículos específicos serán adoptadas tras el informe de personal y antes de la discusión de la Junta para cada orden del día.
- **COMPARECENCIA DE LOS CIUDADANOS Y AGENCIAS INTERESADAS** Este es el tiempo designado en cada orden del día de la Junta para preguntas o declaraciones por las personas en la audiencia, de cualquiera de los puntos de los asuntos de la Junta, incluyendo aquellos puntos que aparecen en el orden del día que estén sujetos a una audiencia pública. Se le invita a los ciudadanos individuales a presentarse en una forma similar a los prescritos para las audiencias públicas y a hacer cualquier declaración que deseen, estando limitadas a (3) minutos. Cualquier miembro de una agencia que desee hacer declaraciones en ese momento debe enviar la información al personal de la Junta de acuerdo a los plazos abajo mencionados. En la reunión designada, el miembro de la agencia será invitado a presentarse para hablar, con un límite de (5) minutos en su asunto.
- **PARA TENER ASUNTOS EN EL ORDEN DEL DIA** Para que todas las comunicaciones y asuntos aparezcan en el orden del día de la Junta, deben ser enviados al personal de la Junta antes del mediodía del miércoles de la semana previa a la reunión de la Junta. Si Ud. tiene algún asunto que quiera presentar ante la Junta en el futuro, le animamos a mandarlo por correo o traer una comunicación por escrito al Distrito de Transito del Área de Salem, 555 Court St NE, Suite 5230, Salem, OR 97301; 503-588-2424; Board@cherriots.org
- **NECESIDADES ESPECIALES** Aquellos individuos que necesiten servicios especiales como Interpretes para el lenguaje de señales u otros, para participar en la reunión de la Junta, deben solicitar dichos servicios al menos 48 horas antes de la reunión. Por favor dirigir su solicitud al Secretario de la Junta al 503-588-2424. Las personas sordas por favor llamar al Servicio de Telecomunicaciones de Oregón, 711.

For an electronic copy of the Board meeting agenda packet, go to www.cherriots.org/board. Regular Board meetings are televised on Channel 21; and can be viewed at any time on CCTVs website at <http://www.cctvsalem.org>

SAMTD Board of Directors Email: Board@cherriots.org
General Manager's Ofc / Cherriots Administration Ofc
555 Court Street NE, Suite 5230 / Salem, OR 97301
Phone (503) 588-2424 / Website: www.cherriots.org/board

**SUPPLEMENTAL PACKET FOR OCTOBER 10, 2016 SPECIAL MEETING**

Linda Galeazzi <linda.galeazzi@cherriots.org>

AGENDA ITEM NO. SP.2**(no subject)**

1 message

Roberta A <robertaanne1@gmail.com>

Tue, Oct 4, 2016 at 8:17 PM

To: Board@cherriots.org

Thank you for voting to oppose land use expansion of the City's UGB, and amend the Salem Transportation System plan to include the Salem River Crossing Preferred Alternative. I understand that your actions at this meeting have not been well received by some powerful interest groups that support the Salem River Crossing.

Please be assured that your motion is looked on very favorably by the majority of Salem area citizens who do not support the Salem River Crossing project. We believe instead that with better transit service and other improvements to the existing bridges our peak hour congestion problems could be solved for many years to come.

Please hold steadfast in your opposition to these land use actions that will just lead to more wasteful spending on consultants for a project that will never be built. We support you! Don't back down. Roberta Cade



Linda Galeazzi <linda.galeazzi@cherriots.org>

Bridge vote

1 message

Susann Kaltwasser <susann@kaltwasser.com>

Tue, Oct 4, 2016 at 9:06 PM

To: Board@cherriots.org

Thank you for your strong position on the proposed new bridge. As a person who lives in West Salem. I do not believe we need another bridge. We need to stand firm on the position that there are better alternatives that cost a lot less money and provide better transportation outcomes for more people.

Again thank you for your leadership

Susann Kaltwasser
2797 Islander Ave NW
Salem

Sent from my iPhone



Linda Galeazzi <linda.galeazzi@cherriots.org>

Influence

1 message

Michael Wolfe <sscycleworks@comcast.net>
To: Board@cherriots.org

Wed, Oct 5, 2016 at 7:59 AM

Dear Salem-Keizer Transit District Board:

Thank you, once more, for voting to oppose land use actions to expand the City's UGB and amend the Salem Transportation System plan to include the Salem River Crossing Preferred Alternative at your last meeting. Those with some economic interests oppose your stance, hoping to reap some monetary benefits off the taxing of the public. Your motion is looked on very favorably by the majority of Salem area citizens who do not support the Salem River Crossing project. Money spent on better transit service and other improvements to the existing bridges would be a less expensive solution to "congestion problems" for many years to come. Your foresight should not be influenced by those who stand to gain at the public's expense — please hold steadfast in your opposition to these land use actions that will just lead to more wasteful spending on consultants for a project that will never be built.

Sincerely,





Linda Galeazzi <linda.galeazzi@cherriots.org>

Kudos

1 message

Cindy Culpovich <cindyculpovich@gmail.com>
To: board@cherriots.org

Fri, Oct 7, 2016 at 9:22 AM

Dear Salem-Keizer Transit District Board:

Thank you for voting to oppose expansion of the City's UGB. Also, the fact that you voted to amend the Salem Transportation System Plan to include the Salem River Crossing Preferred Alternative was an action that many support. Unfortunately, I realize there are some influential groups that do not support your actions. Believe me, there are many Salem citizens who do not support the Salem River Crossing and who applaud your efforts.

Sincerely,

Cindy Culpovich



Linda Galeazzi <linda.galeazzi@cherriots.org>

Land Use Proposal

1 message

Sarah Deumling <sdeumling@gmail.com>

Fri, Oct 7, 2016 at 10:49 AM

To: Board@cherriots.org

To the Cherriots Board,,

Thank you so much for thoughtfully considering the land use action to expand the Salem urban growth boundary for a proposed third bridge - and for your decision that it is not a good idea.

As a rural Polk County resident I think the bridge is a bad idea for many reasons. More through traffic on Hwy 22 W will only spread Lancaster like sprawl ever farther westward in a county whose charm and economy lie in its rural character and natural resource based economy.

Most importantly I think we are, rightly, on an irreversible trajectory shifting away from fossil fuels and toward a more resilient and renewable life style. I have two children in Portland who have happily given up their cars and rely on bicycles and public transportation. It is a fine and happy lifestyle and I encourage you to continue using what influence you have to move Salem in this direction. Do not let yourself be bullied by folks with short term economic interests. You/we are on the right side of history and our children and grandchildren will thank us for preventing this unnecessary bridge. And Salem will benefit so much from using any available transportation money for bike, walking and public transit infrastructure.

Sincerely,
Sarah Deumling



Linda Galeazzi <linda.galeazzi@cherriots.org>

Recent motion & reaction by C. of C.

1 message

B C CUMMINS <cumminsnw@msn.com>

Wed, Oct 5, 2016 at 10:14 AM

To: "Board@cherriots.org" <Board@cherriots.org>

I have been a supporter of the "No 3rd Bridge" effort for some time. I live in West Salem and feel that what is continuing to be promoted by those in power is not only unnecessary but also unwanted. Considering that the variety of options that have been suggested, but repeatedly ignored, have real potential to reduce traffic issues, thus at least significantly delaying the need for another bridge, it is sounding more like the personal interests of others are overriding the very real and logically-presented issues that do not support the perceived need for this project.

I look forward to attending the 10/12 mtg.

Bill Cummins

Sent from my Verizon, Samsung Galaxy smartphone



Linda Galeazzi <linda.galeazzi@cherriots.org>

Fw: Salem River Crossing/UGB

1 message

'Les Margosian' via Board of Directors <Board@cherriots.org>
Reply-To: Les Margosian <margosian2004@yahoo.com>
To: "Board@Cherriots.org" <Board@cherriots.org>

Thu, Oct 6, 2016 at 7:52 PM

— Forwarded Message —

From: Les Margosian <margosian2004@yahoo.com>
To: "Board@cherriots.com" <Board@cherriots.com>
Sent: Wednesday, October 5, 2016 6:39 AM
Subject: Salem River Crossing/UGB

I applaud your recent stand against inclusion of additional land in Salem's UGB simply to enable further efforts to extend the life of this misbegotten project. I vividly recall a meeting some 2 or 3 years ago at a West Salem neighborhood association when a proponent and planner of the bridge from MidWillamette Valley COG responded to a question about the possibility of mass transit resolving the so-called congestion "problem" (I don' agree that our river crossing has more of a congestion problem than other parts of Salem at our rush hour periods) by saying that they had, of course, "studied" that and concluded NO, mass transit could NOT solve the problem. In effect, arguing that only single-occupancy private vehicles could solve the traffic problem with the help of a third bridge. Such breath-taking mendacity is one of many reasons so many of us are frustrated beyond words by the 3rd bridge bunch. And, as I'm sure you're aware, you needn't worry about incurring the Chamber's wrath as they're implacably opposed to Cherriots to begin with!!
Regards, and stand fast,
Les Margosian



Linda Galeazzi <linda.galeazzi@cherriots.org>

Salem UGB expansion

1 message

epwhitehouse@comcast.net <epwhitehouse@comcast.net>
To: Board@cherriots.org

Tue, Oct 4, 2016 at 7:11 PM

Dear Salem-Keizer Transit District Board:

I've followed the "third bridge" issue for the last four years. I campaigned for the payroll transit tax. Salem needs to wake up and move into the 21st century, and stop engaging in fantasy planning for a bridge that would cost hundreds of millions of dollars, for which there is no funding, and which would do little to reduce traffic congestion. I applaud your recent vote to oppose land use actions to expand the City's UGB. Thanks for your service to our community, Evan White

Regarding SRC and the UGB

Inbox x

Board of Directors

x

loreenwells <loreenwells@zoho.com>

9:58 PM (10
hours ago)

to Board

To the Cherriots board,

This is a big thank you for standing up for transit. Thank you for taking a stand against the current push to get the "Salem Alternative" and the changes in the Urban Growth Boundaries supposed to be necessary for that plan. I understand you have been getting pressure from other entities, plus, I suppose threats or implied funding cuts. I sincerely hope you can stick to your guns on this issue.

This coming decision will shape Salem's transportation planning for decades. That planning will not be for transit, which we desperately need. It makes no sense to keep building for more cars when younger generations are not driving. We are dealing with bullies here. Your funding has been severely damaged in recent years. This was a time to invest instead of cut. What more can they do to you than make transit a skeleton of its former self? Its former self was already inadequate. Nothing left much to cut at a time when that funding is desperately needed.

My experience with bullies is that if you give an inch, they'll be back for more. Bullies count on you to give in, even if it's only an inch, so to speak. Once you give even a bit, you will get pushed again. Eventually there is nothing left. It is so important to stand up to them. This particular bunch of bullies has been doing the rest of us damage for years, including transit. I saw that the canyon transit can no longer be funded. What happens to them now?

I saw that Salem Hospital requested funding from your board to bolster transit for the hospital, then used the money you gave them to run a campaign against funding you, At least that is my understanding. If those folks can be so brazen and get away with that you cannot trust anything they say or promise.

We have a whole new generation of younger Salem Council members who look to be going another direction. I think the bullies can see themselves lose power in the not too distant future. What seems important to me is to stick in there until after that power has shifted. Then we might see some big changes in thoughts and budgets. At least I hope so. What you do now will likely change transportation for decades. I hope you stick with it for just long enough to start a different direction. A stronger transit system would be a gift to many.

Loreen Wells



Linda Galeazzi <linda.galeazzi@cherriots.org>

Thank you

1 message

'Mary Ann Baclawski' via Board of Directors <Board@cherriots.org>

Tue, Oct 4, 2016 at 9:12 PM

Reply-To: Mary Ann Baclawski <mbackoh@yahoo.com>

To: Board@cherriots.org

Thank you for voting not to support the 3rd bridge. The Northwest Salem Association discussion convinced me that the projected land acquisition to allow completion of Marine Drive is probably a good idea. But I strongly oppose construction of the 3rd bridge and am thrilled that you agree. I hope you will continue to stand by that vote despite pressure by bridge proponents.

,Mary Ann Baclawski
385 Forest Hills Way, NW Salem

Sent from my iPad

Fwd: Re: [no3rdbridge:2664] URGENT: Send an Email to the Cherriots Board

Inbox x

Allan Pollock
to Board, me
Board,

9:48 AM (15
minutes ago)

FYI

Thanks.

Allan Pollock
General Manager/CEO

----- Forwarded message -----

From: **allanpollock** <allanpollock@comcast.net>

Date: Wed, Oct 5, 2016 at 9:46 AM

Subject: Fwd: Re: [no3rdbridge:2664] URGENT: Send an Email to the Cherriots Board

To: Allan Pollock <Allan.Pollock@cherriots.org>

----- Original message-----"

On Oct 4, 2016, at 6:31 PM, Jim Schepcke <jschepcke@comcast.net> wrote:

Dear NO 3rd Bridge Supporters:

We learned today that there is a major effort underway to have the Salem-Keizer Transit District Board water down their strong opposition to land use actions related to the 3rd Bridge. At their last meeting they passed this motion unanimously:

"I move the Board oppose the City of Salem's current land use action to expand the City's urban growth boundary and amend the Transportation System Plan, and authorize Director Lincoln to testify at the October 12 joint public hearing on behalf of the Board of Directors."

At their next meeting next Monday, October 10th, at 5:30 pm they may reconsider this motion and pass a much milder version. **This would be in response to threats of retaliation from the Salem Area Chamber of Commerce.** I need to ask all of you to send an email to the Cherriots Board thanking them for their vote at their last meeting and urging them to not back down to threats of retaliation.

You can send an email to the entire Cherriots Board at this address: Board@Cherriots.org

Here is a model message, but you will want to put it in your own words ...

Dear Salem-Keizer Transit District Board:

I am writing to thank you for voting to oppose land use actions to expand the City's UGB and amend the Salem Transportation System plan to include the Salem River Crossing Preferred Alternative at your last meeting. I understand that your actions at this meeting have not been well received by some powerful interest groups that support the Salem River Crossing. Please be assured that your motion is looked on very favorably by the majority of Salem area citizens who do not support the Salem River Crossing project. We believe instead that with better transit service and other improvements to the existing bridges our peak hour congestion problems could be solved for many years to come. Please hold steadfast in your opposition to these land use actions that will just lead to more wasteful spending on consultants for a project that will never be built. We support you! Don't back down.

Sincerely,

[Name]

If you want to come and speak in person to the Cherriots Board, their meeting will be next Monday, October 10th, at 5:30 pm in the Senator Room of Courthouse Square (just inside the Court St. entrance)

Let me know if you have any questions about this. Please help out by sending an email to the Cherriots Board.

Jim
Jim Schepcke
no3rdbridge@comcast.net
503-269-1559



CITY OF KEIZER NOTICE OF MEETING

KEIZER CITY COUNCIL SPECIAL SESSION

The Keizer City Council will meet with the Keizer Planning Commission, Salem City Council, Marion County Board of Commissioners, Polk County Board of Commissioners, and the Polk County Planning Commission for a joint Special Session on **Wednesday, October 12th, 2016 at 6:00 p.m.** This meeting will be held at the 50+ Center, 2615 Portland Road NE, Salem, Oregon for the purpose of receiving testimony regarding proposed amendments to the Salem-Keizer Urban Growth Boundary (UGB), Salem Area Comprehensive Plan, and Salem Transportation System Plan (TSP), and an exception to Statewide Planning Goal 15 (Willamette Greenway), to allow for construction of a proposed new bridge across the Willamette River. The UGB is proposed to be amended in three locations:

- Expansion of approximately 12 acres associated with the northern portion of the Marine Drive extension, near River Bend Road NW;
- Approximately 16 acres associated with the segment of the new bridge extending from the west side of the Willamette River to Marine Drive and Wallace Road; and
- Approximately 7 acres associated with the southern part of the Marine Drive extension, near Cameo Street NW.

Maps and information about the proposed amendments are available at:

<http://www.keizer.org/Third-Crossing-Urban-Growth-Boundary-Amendment> and at www.cityofsalem.net/CA16-04

Amendments to the City of Keizer Comprehensive Plan, Marion County Comprehensive Plan, Polk County Comprehensive Plan, and supporting ordinances by the City of Keizer, Polk County and Marion County will also be considered.

The location of the meeting is accessible to the disabled. Please contact the City Recorder at (503) 856-3412 if you will need any special accommodations to attend the meeting.

If you have any questions regarding this meeting, please contact Chris Eppley, City Manager at (503) 390-3700.

DATED this 4th day of October, 2016.

Tracy L. Davis, MMC
City Recorder

Notice for Information Purposes Only.

Upon request, auxiliary aids and/or special services for those with disabilities will be provided. To request services, please contact us at 390-3700 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance..