

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

~ WORK SESSION ~

Monday, May 14, 2018
5:30 PM

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

AGENDA

- 1. CALL TO ORDER** (President Bob Krebs)
- 2. PRESENTATION**
 - a. **RTSP 101 and Discussion of Goals Language** **1**
Presentation by Ray Jackson, Senior Planner-Transportation,
Mid-Willamette Valley Council of Governments
- 3. DISCUSSION**
 - a. Salem City Council's Congestion Relief Task Force Report **11**
 - b. Service Enhancement Discussion – Statewide Transportation
Improvement Fund Advisory Committee (STIFAC) Configuration **13**
 - c. Review Proposed FY2019 Board Meeting Calendar **19**
- 4. GENERAL MANAGER COMMENTS**
 - a. Draft Agenda for the May 24, 2018 Regular Meeting **21**
 - b. Upcoming Board Agenda Items **23**
 - c. Calendar Review **25**
- 5. ADJOURN**

Mission

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

Values

Safety – Service Excellence – Communication – Innovation – Accountability

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

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



WORK SESSION MEMO

Agenda Item WS.2.a

To: Board of Directors

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

Thru: Allan Pollock, General Manager

Date: May 14, 2018

Subject: Regional Transportation Planning

The Mid-Willamette Valley Council of Governments staff will provide an overview of Regional Transportation System Planning process and the different aspects that are involved. This will include the topics of what the Metropolitan Planning Organization (MPO) does for the region, the function of the Salem Keizer Area Transportation Study (SKATS), and the purpose of the Regional Transportation System Plan (RSTP).

RTSP Update 2019-2045



The SKATS **Regional Transportation Systems Plan (RTSP)** provides a guide for maintaining and improving the current transportation system and identifies priority transportation investments. As part of the continuous planning process, the RTSP is updated every four years, with the next adoption scheduled for the May 28, 2019 SKATS Policy Committee meeting.

What is Happening Now

UPDATE & ANALYSIS

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

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

March 2018:

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

April 2018:

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

May 2018:

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

June or July 2018:

- TAC: Review Population and Employment forecasts and allocations
- PC: Review Population and Employment forecasts and allocations

July 2018:

- TAC: Review Introduction and Policy chapters
- PC: Review Introduction and Policy chapters

August 2018:

- TAC: No RTSP related presentations currently planned
- PC: No RTSP related presentations currently planned

RTSP Update 2019-2045

September 2018:

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

October 2018:

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

November 2018:

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

December 2018:

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

January 2019:

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

February 2019:

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

March 2019:

- TAC: Review draft document
- PC: Review draft document

April 2019:

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

May 2019:

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

Please check our website regularly for updates and meeting notices. For more information contact Ray Jackson at 503-540-1607, or rjackson@mwvcog.org.

Regional Transportation Planning

Overview of SKATS RTSP for the SAMTD Board
May 14, 2018

Overview

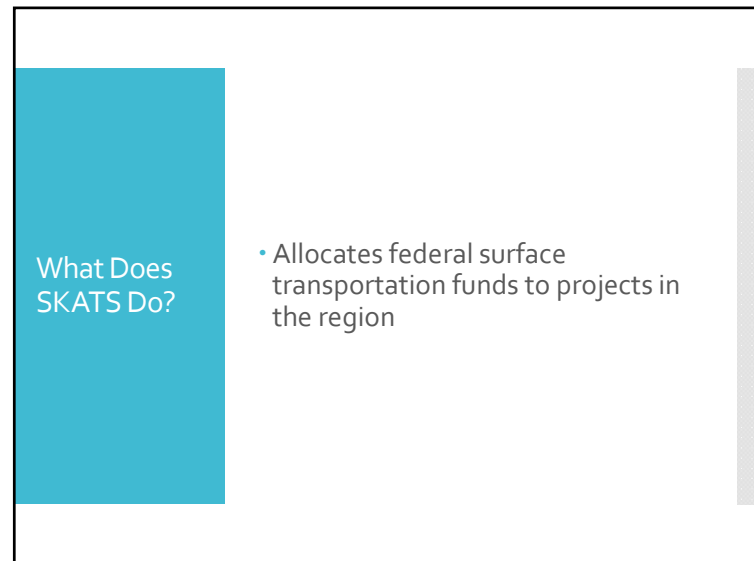
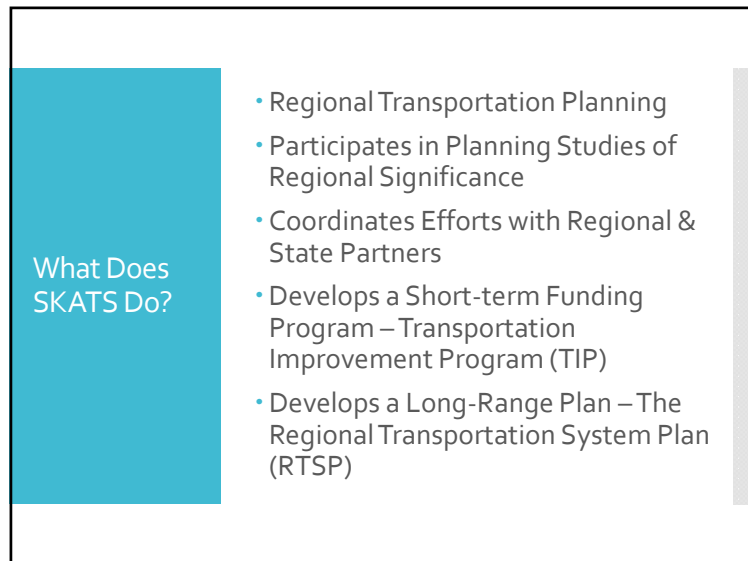
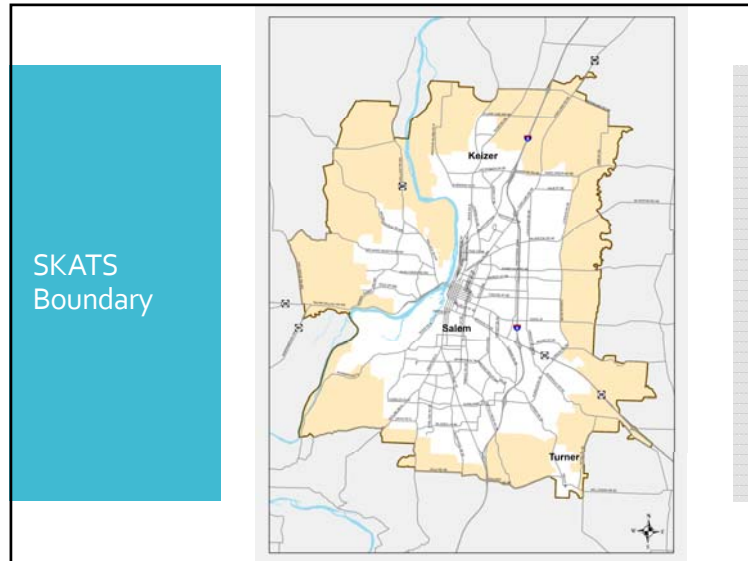
- What is a MPO?
- What is SKATS?
- The RTSP
- Questions

What is a MPO?

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

SKATS

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



RTSP Overview

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

RTSP Overview

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

RTSP Overview

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

RTSP

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

RTSP

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

Goals of the RTSP (1 of 2)

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

Goals of the RTSP (2 of 2)

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

Objectives of the RTSP

The diagram is a circle divided into six equal segments by three intersecting lines. The segments are labeled as follows: Efficient (top-left), Multimodal (left), Preserve System (bottom-left), Safe & Secure (bottom-right), Limit Congestion (right), and Reduce Impacts (top-right).

RTSP & Transit

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

Timeline

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

Questions?



WORK SESSION MEMO

Agenda Item WS.3.a

To: Board of Directors

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

Thru: Allan Pollock, General Manager

Date: May 12, 2018

Subject: Salem City Council's Congestion Relief Task Force

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

Future Transportation Conditions

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

Transportation Solutions Ideas

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

Evaluation Criteria

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

Primary:

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

Secondary:

Transportation

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

Other:

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

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



WORK SESSION MEMO

Agenda Item WS.3.b

To: Board of Directors

From: Allan Pollock, General Manager

Date: May 14, 2018

Subject: STIFAC Member Composition

It is time to identify candidates to reach out to for membership in the Statewide Transportation Improvement Fund Advisory Committee (STIFAC). Below you will find excerpts from the draft by-laws, and worksheets to assist in the process. The intent of this evening's activity is to identify potential candidates, in accordance with the established requirements, to reach out to gauge interest.

Appointment and Membership

Members of the STIFAC are appointed by the SAMTD Board of Directors, and serve at the pleasure of the Board. The STIFAC is composed of no less than seven (7) members and no more than nine (9) members. Each member must meet any one or more of the qualifications identified in Article II, Section 2 at the time of their appointment and for the duration of their term. **The STIFAC must include at least one person who is a low-income individual; one person who is disabled or is age 65 or older; and one Public Transportation Service Provider or non-profit public transportation service provider.**

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

Qualification

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

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

Member Composition

Pos #	Criteria	Candidate	Board/Staff POC
1			
2			
3			
4			
5			
6			
7			
8			
9			

Candidate Worksheet

Local governments, including land use planners;	City of Salem City of Keizer Marion County Polk County (Elected, planners, Transit Committee)
Public Transportation Service Providers;	Cherriots Woodburn Transit Silverton Trolley
Non-profit entities which provide public transportation services;	
Neighboring public transportation service providers;	City of Albany SMART
Employers;	Salem Health Chemeketa Community College
Public health, social and human service providers;	Kimberly Lemon, St. Francis Shelter
transit users;	
Transit users who depend on transit for accomplishing daily activities;	
Individuals age 65 or older;	
People with disabilities;	
Low-income individuals;	
Social equity advocates;	
Environmental advocates;	
Bicycle and pedestrian advocates;	

People with limited English proficiency;	Mano-A-Mano
Educational institutions; or,	Chemeketa Community College Willamette University Corban College Western Oregon University
Major destinations for users of public transit.	Salem Health Chemeketa Community College

Becky Gilliam, Safe Routes to Schools Regulatory Policy Manager – based in Silverton (outside the UGB Boundary)



WORK SESSION MEMO

Agenda Item WS.3.d

To: Board of Directors

From: Linda Galeazzi, Executive Assistant

Thru: Allan Pollock, General Manager

Date: May 14, 2018

Subject: FY 2019 Board Calendar of Meetings

Issue

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

Background and Findings

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

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

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

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

FY 2019 BOARD MEETING SCHEDULE

Work Session	Board Meeting
Monday, July 9, 2018	Thursday, July 26, 2018
Monday, August 13, 2018	Thursday, August 23, 2018
Monday, September 10, 2018	Thursday, September 27, 2018
Monday, October 8, 2018	Thursday, October 25, 2018
Monday, November 5 or Tuesday, November 13 , 2018	---
---	Thursday, December 13, 2018
Monday, January 14, 2019	Thursday, January 24, 2019
Monday, February 11, 2019	Thursday, February 28, 2019
Monday, March 11, 2019	Thursday, March 28, 2019
Monday, April 8, 2019	Thursday, April 25, 2019
Monday, May 13, 2019	Thursday, May 23, 2019
Monday, June 10, 2019	Thursday, June 27, 2019

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

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

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

Salem Area Mass Transit District

BOARD OF DIRECTORS MEETING

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

AGENDA

- A. CALL TO ORDER & NOTE OF ATTENDANCE**
- B. PLEDGE OF ALLEGIANCE** – Director Dough Rodgers (Subdistrict #4)
- C. ANNOUNCEMENTS & CHANGES TO AGENDA**
- D. PRESENTATION** - None
- E. PUBLIC COMMENT** - Each person’s comments are limited to three (3) minutes.
- F. CONSENT CALENDAR - [Action]**
 - 1. Approval of Minutes**
 - a. Minutes of the April 9, 2018 Board Work Session
 - b. Minutes of the April 26, 2018 Executive Session
 - c. Minutes of the April 26, 2018 Board of Directors Meeting
 - 2. Routine Business**
 - a. Adopt FY2019 Board Meeting Schedule
- G. ITEMS DEFERRED FROM THE CONSENT CALENDAR**
- H. ACTION ITEMS**
 - 1. Approval of STFAC Recommendations for Funding of 5310 Grant Projects
 - 2. Authorize Bus Stop Improvement Group 2 Construction Contract
 - 3. Authorize Cherriots Lift Vehicle Purchase Contract
 - 4. Authorize Fixed Route Vehicle Purchase Contract
- I. INFORMATION ITEMS**
 - 1. Trip Choice – 3rd Quarter Report
 - 2. Performance – 3rd Quarter Report
 - 3. Finance – 3rd Quarter Report

J. BOARD & MANAGEMENT REPORTS

1. General Manager
2. Board of Directors

K. ADJOURN REGULAR BOARD MEETING

Next Regular Board Meeting Date: Thursday, June 28, 2018

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

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

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

Upcoming Board Meeting and Work Session Agenda Items

May 14, 2018

Work Session	Board Meeting
May 14, 2018 Packets due to GM office: May 7 <ul style="list-style-type: none"> • RTSP 101 Presentation and Discussion of Goals Language (Ray Jackson) • Salem CC Congestion Relief Task Force Rpt • Service Enhancement Discussion - STIFAC 	May 24, 2018 Packets due to GM office: May 10 <ul style="list-style-type: none"> • Contract for Cherriots Lift Vehicle Purchase • Contract for Fixed Route Vehicle Purchase • Approval of STFAC 5310 Grant Projects Recommendations • Consent: Adopt FY2019 BOD meeting schedule • Q3 finance, trip choice, performance report
June 11, 2018 Packets due to GM office: June 4 <ul style="list-style-type: none"> • SDIS Best Practices Assessment (1-½ hrs) • Salem CC Congestion Relief Task Force Rpt • South Salem Transit Center Update • <i>PLACEHOLDER</i>: Pension Plan Amendment • Service Enhancement Discussion 	June 28, 2018 Packets due to GM office: June 14 <ul style="list-style-type: none"> • Presentation: Cherriots Website Reveal • Budget Hearing • Res#2018-XX Adopt FY19 Approved Budget • Res#2018-XX Amendment to FY18 Budget • Approval of ITS Contract • Approval of FY2019 United Way Donation (C) • Accept Plan for Hwy 99E Corridor Project • <i>PLACEHOLDER</i>: Amend Pension Plan (Barg)
July 9, 2018 Packets due to GM office: July 2 <ul style="list-style-type: none"> • Service Enhancement Discussion 	July 26, 2018 Packets due to GM office: July 16 <ul style="list-style-type: none"> • Accept Preliminary Annual Year-end Financial Report for FY2018
August 13, 2018 Packets due to GM office: August 6 <ul style="list-style-type: none"> • Board Committee assignments (2019) • Issue GM Performance Evaluation Packets • Review of Neighborhood Association Contacts • Service Enhancement Discussion 	August 23, 2018 Packets due to GM office: August 13 <ul style="list-style-type: none"> • Appoint Board Committee Assignments (2019) • Trip Choice Report – 4th Quarter/Year End • September Service Change Briefing • Performance Report – 4th Quarter
September 10, 2018 Packets due to GM office: September 4 Tue <ul style="list-style-type: none"> • Service Enhancement Discussion 	September 27, 2018 Packets due to GM office: September 17 <ul style="list-style-type: none"> • Accept annual security report • Approval of annual SDIS board check list © • FY 2018 Performance Report • GM performance evaluation (Executive Session)

<p>October 8, 2018 Packets due to GM office: October 1</p> <ul style="list-style-type: none"> Proposed FY2020 Budget Calendar Service Enhancement Discussion 	<p>October 25, 2018 Packets due to GM office: October 15</p> <ul style="list-style-type: none"> Approval of FY2020 Budget Calendar (C)
<p>November 12, 2018 (Veteran's Day) <ul style="list-style-type: none"> Monday, Nov 5 or Tuesday, Nov 13 Packets due to GM office: November ___</p> <ul style="list-style-type: none"> Service Enhancement Discussion 	<p>November - No Board meeting</p>
<p>December - No work session</p>	<p>December 13, 2018 Packets due to GM office: December 3</p> <ul style="list-style-type: none"> Appointments to the STFAC (C) Appointments to Budget Committee (C) Q1 Finance, Trip Choice, Perf Report
<p>January 14, 2019 Packets due to GM office: January 7</p> <ul style="list-style-type: none"> MWVCOG Annual Meeting/Dinner Present Draft 2019 Legislative Agenda 	<p>January 24, 2019 Packets due to GM office: January 14</p> <ul style="list-style-type: none"> Adoption of 2019 Legislative Agenda
<p>February 11, 2019 Packets due to GM office: February 4</p> <ul style="list-style-type: none"> 	<p>February 28, 2019 Packets due to GM office: February 18</p> <ul style="list-style-type: none"> Q2 Finance, Trip Choice, Performance Report
<p>March 11, 2019 Packets due to GM office: March 4</p> <ul style="list-style-type: none"> Service Enhancement Discussion 	<p>March 28, 2019 Packets due to GM office: March 18</p> <ul style="list-style-type: none">
<p>April x, 2019 Packets due to GM office: April x</p> <ul style="list-style-type: none"> Service Enhancement Discussion 	<p>April xx, 2019 Packets due to GM office: April xx</p> <ul style="list-style-type: none"> Presentation: 2019 Legislative Session Review Presentation: CAFR and Single Audit Presentation
<p>To Be Scheduled</p> <ul style="list-style-type: none"> R#2018-XX Adopt STIFAC Bylaws R#2018-XX re: IT Policy 	<p>To Be Scheduled</p> <ul style="list-style-type: none">

UPDATED: May 9, 2018

TO: SAMTD BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CALENDAR OF SCHEDULED MEETINGS

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

• **MAY 2018**

- 1 Tue 3:00-4:30p STF Advisory Committee
- 3 Thu 6:00 PM SAMTD Budget Committee Member Orientation
- 7 Mon Service Changes to Cherriots Fixed Route
<http://cherriots.org/changes>
- 8 Tue 5:30-8:00 PM Meeting with Jarrett Walker & Associates re: Hwy 99E Planning Project
 - Canby City Council Chambers, 222 NE 2nd St, Canby, Oregon
- 4-8 APTA Bus & Paratransit Conference and International Bus Roadeo
 - Tampa, FL
- 10 Thu 6:00 PM SAMTD Budget Committee Meeting 1
- 14 Mon 5:30 PM SAMTD Board Work Session
- 17 Thu 11:30 AM Keizer Iris Festival Sponsor Appreciation Lunch
 - In the big tent, 4100 Cherry Ave NE
- 17 Thu 6:00 PM SAMTD Budget Committee Meeting 2
- 19 Sat 10:00 AM Keizer Iris Festival Parade
- 24 Thu 6:30 PM SAMTD Board of Directors Meeting
- 28 Mon CLOSED **HOLIDAY: MEMORIAL DAY**
Closed Cherriots Administration Offices-Customer Service; *NO* Bus Service
- 31 Thu 6:00 PM SAMTD Budget Committee Meeting 3 (if necessary)

• **JUNE 2018**

- 2 Sat 6:00 PM Cherriots Employee Recognition Banquet
- 11 Mon 5:30 PM SAMTD Board Work Session
- 19 Tue 8:30-10a Keizer Transit Center - 5 Year Anniversary
 - 5860 Keizer Station Blvd
- 19 Tue 5:30 PM Citizens Advisory Committee
- 23-26 APTA Public Transportation & Universities Conference
 - Santa Cruz, CA
- 28 Thu 6:30 PM SAMTD Board of Directors Meeting and Budget Hearing

• **JULY 2018**

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

• **AUGUST 2018**

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

SAMTD Board of Directors
Calendar of Scheduled Meetings

13 Mon 5:30 PM SAMTD Board Work Session
23 Thu 6:30 PM SAMTD Board of Directors Meeting

• **SEPTEMBER 2018**

3 CLOSED **HOLIDAY: Labor Day**
Cherriots Administration Offices-Customer Service Closed; NO Bus Service
4 Tue 3:00-4:30p STF Advisory Committee
10 Mon 5:30 PM SAMTD Board Work Session
18 Tue 5:30 PM Citizens Advisory Committee
23-26 Sept 2018 APTA Annual Meeting, Nashville, TN
27 Thu 6:30 PM SAMTD Board of Directors Meeting and
Executive Session ORS 192.660(2)(i) Performance Evaluation

• **OCTOBER 2018**

2 Tue 3:00 PM STF Advisory Committee
8 Mon 5:30 PM SAMTD Board Work Session
25 Thu 6:30 PM SAMTD Board of Directors Meeting
28-31 Oregon Public Transportation Conference, Bend, OR

• **NOVEMBER 2018**

3 Sat **DAYLIGHT SAVINGS TIME ENDS** – Fall Back
6 Tue 3:00 PM STF Advisory Committee
12 Mon CLOSED **HOLIDAY: Veterans Day**
Cherriots Administration Offices-Customer Service Closed; NO Bus Service
12 Mon 5:30 PM **SAMTD Board Work Session**
22 Thu CLOSED **HOLIDAY: Thanksgiving Day**
Cherriots Administration Offices-Customer Service Closed; NO Bus Service

• **DECEMBER 2018**

17 Mon 11:30a-1:30p Cherriots Employee Holiday Luncheon
Thu 12:00-1:00p Employee Transportation Coordinators (ETC) Luncheon
Sat 5:45 pm Keizer Holiday Parade (Meet at Del Webb)
13 Thu 6:30 PM SAMTD Board of Directors Meeting
18 Tue 5:30 PM Citizens Advisory Committee
25 Tues **CLOSED** **HOLIDAY: Christmas Day**
Cherriots Administration Offices-Customer Service Closed; NO Bus Service

• **JANUARY 2019**

1 Tue **CLOSED** **HOLIDAY: New Year's Day**
Cherriots Administration Offices-Customer Service Closed; NO Bus Service
1 Tue 3:00-4:30p **STF Advisory Committee**
14 Mon 5:30 PM SAMTD Board Work Session
21 Mon **HOLIDAY: Martin Luther King Day**
24 Thu 6:30 PM SAMTD Board of Directors Meeting
Wed 6:30 PM MWVCOG Annual Meeting / Dinner