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<b>Meeting:</b>	TriMet Board of Directors Regular Board Meeting	<b>Date:</b>	July 24, 2024
<b>Board Members Present:</b>	Keith Edwards Tyler Frisbee Ozzie Gonzalez Robert Kellogg Thomas Kim LaVerne Lewis Kathy Wai	<b>Board Members Absent:</b>	

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TriMet Board Business meetings and public forum are available via web video stream. You can access the archived meetings and materials at [trimet.org/meetings/board](https://trimet.org/meetings/board).

President Gonzalez called the business meeting to order at 9:49am.

### 1. Committee Reports

**Committee on Accessible Transportation (CAT)** – Director Edwards provided a summary of the July 17 CAT meeting. The fixed route sub-committee shared the work they are doing with the TriMet Major Projects team to provide input on the developing FX Standards and 82<sup>nd</sup> Avenue BRT projects. The LIFT sub-committee announced that they are recruiting for a new co-chair. They also shared the pilot project recently launched with Falcon devices that provide an added layer of accessibility to digital displays. Eileen Turvey closed the meeting by providing a report on the recent TransPro LIFT Customer Satisfaction Survey. The next CAT meeting will be held Wednesday, September 18.

**Metro Policy Advisory Committee (MPAC)** – Director Kim provided a summary of the June 26 MPAC meeting. At the meeting, Metro Housing Department staff provided an annual update on the implementation progress regarding the Supportive Housing Services and the Affordable Housing Bond. Metro staff also shared an assessment of City Employment Land UGB Expansion Proposals. The meeting concluded with an update from Metro staff on the 2040 Planning and Development Grants Program. The next MPAC meeting takes place tonight, July 24.

**Accountability Committee** – Director Kellogg provided a recap of the June 26 Accountability Committee meeting. At the meeting, TriMet’s Manager of Debt & Treasury, Kingston Sprague, provided a tour of TriMet’s new investor relations website, [trimetbonds.com](https://trimetbonds.com). Dave Whipple, TriMet’s Manager of Digital Communications, presented statistics on page visits to TriMet’s Accountability Center and demonstrated the new language tab on the top right of the [trimet.org](https://trimet.org) home page. The next Accountability Committee meeting takes place Wednesday, January 22, 2025.

**APTA Transit Board Members & Board Administrators Seminar** – Vice President Lewis, Director Frisbee and Director Wai provided a summary of their experiences at the APTA Transit Board Members and Board Administrators Seminar that took place in San Jose, California earlier this month.

## 2. **General Manager Report**

### **Resolution Honoring Shirley Block**

Mr. Desue introduced and recognized Shirley Block. Shirley first joined our team back in 1978 as a nurse. It is truly a testament to your character and perseverance that you grew your career with us, through the ranks of bus operator to become TriMet's first Black female fare inspector, road supervisor and field operations coordinator. Then later to be selected the first woman and first Black President of the ATU Local 757. You have advocated for countless TriMet employees through the years. A true love and appreciation for our employees is just one of the many things we share. My five years at TriMet represent but a fraction of the time you dedicated to this agency. But during that time, I've appreciated your support and friendship. We rolled up our sleeves together and sat side-by-side to receive our first COVID-19 vaccination shots in 2021. We met the President of the United States, Joe Biden when he came to Portland to promote the Bipartisan Infrastructure Bill in 2022. Definitely two moments that I will always remember. But I will also always remember how you helped build a stronger relationship between the agency and the union. All while working tirelessly to ensure the best outcomes for union members while recognizing the important combined mission of servicing our community. Shirley's influence will continue on here at TriMet for years, decades to come. President Gonzalez then read the resolution honoring Shirley Block.

### **June Ridership**

Mr. Desue provided a review of June ridership statistics TriMet provided 5.5 million rides in June. That figure reflects 12% growth in ridership over June of last year. To give you an idea of what that looks like on our system. We saw about 145,000 additional, weekly rides in June 2024 compared to 2023.

### **General Manager Objectives**

Mr. Desue introduced Senior Director of Planning, Alan Lehto to present on the results of the 2024 Fiscal Year General Manager Objectives. A copy of the presentation and the report can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

### **State of TriMet**

Mr. Desue introduced a video to kick off a new fiscal year. As we look forward to our next fiscal year and envision what we hope to accomplish, I wanted to take stock of where we are now and provide a clear vision of where we're starting. As we begin our 2025 Fiscal Year, here's a look at the 'State of TriMet.' The video can be viewed as part of the July 24, 2024 meeting recording on YouTube at [www.youtube.com/@trimet](http://www.youtube.com/@trimet).

## 3. **Consent Agenda**

- Approval of Board Meeting Minutes for June 26, 2024
- Resolution 24-07-39 – Endorsing the Statement of Board Member Responsibilities and Code of Conduct

**Action:** Director Kim moved for approval of the Consent Agenda. Director Edwards seconded the motion. The motion passed with unanimous approval.

#### 4. Resolutions

##### **Resolution 24-07-40 – Authorizing Contracts with Wirenut Enterprises, LLC, dba MD Electrical Services (Wirenut), Liberty Electrical, Inc. (Liberty) and Team Electric Co. (Team Electric) for On-Call Low Voltage Electrical Installation Services and Equipment**

General Manager Desue discussed Resolution 24-07-40. TriMet has an extensive system of data and communication networks. Those networks support every aspect of TriMet operations including CCTV cameras on light rail platforms, data connections to vehicles and platform equipment, our rail control systems, servers, desktop computing and more. The services of low-voltage and power electricians are necessary to make modifications, repairs and upgrades to our CCTV and communications systems. These services are critical for maintaining and upgrading our electrical infrastructure, ensuring safety and improving the reliability of operations. TriMet does not have the technical expertise to perform these tasks. By having multiple contractors on-call, we can respond swiftly to electrical issues and reduce downtime. The contracts with the three companies named in the resolution, Wirenut, Liberty and Team Electric, are structured to provide flexibility and cover a wide range of electrical needs, from minor repairs, to significant installations. The resolution requests authorization of \$2.5 million dollars for each five-year contract, with \$7.5 million dollars expected to be the maximum expenditure. Any work done in the current fiscal year is fully funded under TriMet's current adopted budget and work in future fiscal years will be authorized only as approved in budgets for those years. A significant percentage of the workforce involved in these contracts represent minority groups and/or are female, reflecting our commitment to diversity and inclusion.

**Action:** Director Kim moved for approval of Resolution 24-07-40. Director Frisbee seconded the motion. The motion passed with unanimous approval.

##### **Resolution 24-07-41 – Amending TriMet's Defined Contribution Retirement Plan for its Management and Staff Employees to Revise the Plan's Definition of Considered Compensation**

Mr. Desue discussed Resolution 24-07-41. TriMet is increasingly experiencing significant challenges in both recruiting new employees and retaining existing employees, due to the highly competitive job market. Amending TriMet's Defined Contribution Retirement Plan for Management and Staff Employees allows us to remain competitive in the job market and reward our long-term, seasoned, non-union employees at the top of their pay grade. The amendment's revision to the definition of 'considered compensation' will include certain types of compensation previously excluded in the calculation of TriMet's 10% contribution to the employee's 401a retirement account, thereby increasing the retirement savings for those affected employees. The amendment will have minimal financial impact on TriMet but will significantly benefit the employees impacted and help the agency retain top talent. Mr. Desue introduced Chief Financial Officer Nancy Young-Oliver and Director of Financial Services, Cara Fitzpatrick to provide an overview of the proposed changes. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

**Action:** Director Lewis moved for approval of Resolution 24-07-41. Director Wai seconded the motion. The motion passed with unanimous approval.

##### **Resolution 24-07-42 – Authorizing a Contract with INIT Innovations in Transportation, Inc. (INIT) for Hop Mobile Applications and Website Development Services**

Mr. Desue discussed Resolution 24-07-42. This contract aims to enhance the user experience for our riders by improving the functionality, usability, and reliability of our Hop Fastpass digital platforms. This includes

the Hop Mobile Apps, Hop Virtual Cards and Hop Websites. Since the launch of these digital assets between 2017 and 2019, the underlying technology has not been updated. On the mobile side, this raises serious concerns about security compliance, compatibility with Apple and Android operating system updates and general usability on newer phones. Many of these same concerns are also true for the websites. After careful consideration of several options, the team recommends that TriMet contract with INIT to build and maintain the Hop mobile and website solutions, which if approved today, would go live in 2026. Mr. Desue then introduced Director of Fare Revenue and Administrative Services Sophia Franklyn to explain why it is necessary that TriMet address this today and why this contract is the best path forward for the agency and our riders. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org). Mr. Desue added that INIT has a proven track record in delivering high-quality transportation technology solutions, and we are confident in their ability to meet our needs. If the Board declines to approve the proposed contract, TriMet could issue a solicitation to obtain a contractor for these services. However, our research, as well as previous attempts, have found that there really is no viable alternative in this market.

**Action:** Director Kellogg moved for approval of Resolution 24-07-42. Director Kim seconded the motion. The motion passed with unanimous approval.

**Resolution 24-07-43 – Authorizing a Contract with Hoffman Construction Company of Oregon (Hoffman) for Construction Manager/General Contractor (CM/GC) Services for the Columbia Operations Facility**

Mr. Desue discussed Resolution 24-07-43. The Columbia Operations Facility is essential for efforts to meet the goal of a zero-emission bus fleet by 2040. Columbia will one day be home to a new facility, built to meet LEED Gold standards and able to house up to 252 battery-electric and hydrogen fuel-cell electric buses. With the extensive work that must be done on the site to transform it into a fully-functioning operations facility, TriMet has adopted a CM/GC approach for the project. This will allow for better coordination, cost control and timely completion. The Board approved a resolution in March allowing TriMet to solicit a best value Request for Proposals. In response to the RFP, TriMet received four proposals and our Evaluation Committee ultimately selected Hoffman for the award. Hoffman Construction has extensive experience in managing large-scale complex construction projects and is well-suited to deliver this critical facility. The contract before you today is for pre-construction services only. The Board's approval of the resolution will authorize Hoffman to receive an initial \$534,000 for pre-construction services, and the amount is included in the Engineering and Construction Division's FY2025 Budget. Hoffman has 223 employees, of whom about 17% are members of minority groups and 38% are female. On diversity, I should also note that Hoffman has a teaming agreement with Raimore Construction, which is a certified Minority-Owned Business, having graduated from the DBE program following its work with TriMet on the Division Transit Project. Hoffman intends to award about 17% of the project work to DBE contractors. This facility is essential for supporting our growing operators and improving efficiency across our network. It is also the key stone in our transition to a zero-emission bus fleet, which is a necessary pinnacle for the region and the state to meet climate action goals.

**Action:** Director Kim moved for approval of Resolution 24-07-43. Director Edwards seconded the motion. The motion passed with unanimous approval.

**Resolution 24-07-44 – Authorizing a Contract Modification with Cindy Thompson Event Production for On-Call Event Planning, Execution and Staffing**

Mr. Desue discussed Resolution 24-07-44. This modification is necessary to accommodate an increase in the scope of services required to support our expanded community engagement and outreach activities through

2028. This includes additional events and initiatives aimed at fostering stronger relationships with our riders and the communities we serve as well as building ridership. Think back to our FX2-Division Grand Opening Celebration. That celebration to launch our first ever Frequent Express line included food, activities and entertainment at three sites along the 15-mile corridor with an estimated 8,000 people participating. The line has enjoyed incredible success, making significant gains in ridership. The types of celebrations created for such events often include cultural tributes that honor the rich diversity of our riders and the Portland area. We're talking special decorations, food, music and group performances from local businesses that take careful consideration, vetting and coordination. In addition, there are associated production costs from deposits to post-event payment of expenses, such as catering, audio/video equipment, tents, tables, chairs, venue spaces, and more. These costs alone, which have risen greatly even in the past year, can account for as much as 85% of the costs of an event and have been paid out by our current event planning partner Cindy Thompson Events. This contract modification will increase the total contract value by \$1.5 million, bringing the new total to \$2.5 million, through the contract's expiration in August 2028. The increase is needed because currently, remaining funds are not sufficient to conduct the event planning and promotional activities TriMet anticipates over the next four years. These include community events to restore and increase ridership in order to meet Vision 2030 and enhance employee relations. The current necessary funding is included in the Public Affairs Division's FY25 Budget. I will also note that the COVID-19 pandemic took its toll on event planners. Cindy Thompson Event Production was the only company to respond to an RFP issued one year ago for such services. This is a woman-owned business that has an excellent record of work with our agency.

**Action:** Director Wai moved for approval of Resolution 24-07-44. Director Lewis seconded the motion. The motion passed with unanimous approval.

President Gonzalez paused the Regular Business Meeting and convened the TriMet Contract Review Board (TCRB) to consider the next resolution.

**Resolution 24-07-45 – Authorizing an Exemption from Low Bid Requirements for a Contract for Construction Services for the TriMet Powell Garage Gantry Charging Infrastructure Project**

Mr. Desue discussed Resolution 24-07-45. The Powell Garage Gantry Charging Infrastructure Project is the next step in supporting our growing battery-electric bus fleet that runs out of the Powell Operations Facility. The project includes infrastructure and equipment required to support and advance TriMet's transition to a zero-emission bus fleet. The exemption is necessary to allow for a qualifications-based selection process, ensuring we engage a contractor with the specialized expertise required for this complex project. Mr. Desue introduced Manager of Engineering and Construction, Katie MacKinnon-Kiser and Senior Contract Administrator, Kim Neal, to explain what the gantry charging infrastructure is and how it works. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org). Mr. Desue added that this project is essential for supporting our growing fleet of electric buses and contributing to our sustainability goals, which mentioned previously, will be critical for the region and the state to reach their climate goals.

**Action:** Director Kim moved for approval of Resolution 24-07-45. Director Wai seconded the motion. The motion passed with six votes in favor and one opposed. President Gonzalez reconvened the TriMet Board of Directors for the remainder of the business meeting.

## 5. Housekeeping

President Gonzalez addressed two housekeeping items. First, the election of a new Board President. ORS Chapter 267 requires that the Board elect new officers every two years. We last held that statutory election in June of 2023 with a term start date of July 1, 2023. Normally, the officers elected last year would continue to serve until June 30, 2025. However, with my resignation, there is now a vacancy of the Presidency that must be filled through a special, out-of-cycle election. This means the person elected President will serve for a period from August 1, 2024 until July 1, 2025. Prior to July 1, 2025, the Board will hold its regular statutory election of officers pursuant to ORS Chapter 267, and those officers will serve for a term of two years. About a year ago, TriMet made history when this Board elected its first Latino Board President and its first slate of officers entirely of color. As my last formal act, I'd like very much to continue with that historic precedent by nominating as my successor for board president Dr. LaVerne Lewis. If elected, Director Lewis would be the first African-American woman to become TriMet's Board President. I would also like to nominate Thomas Kim to be Vice President, filling the vacancy left by Vice President Lewis' nomination to be President. Director Kim has been on the Board over three years and would be the first Asian Vice President of the TriMet Board. President Gonzalez asked for a second to elect Dr. LaVerne Lewis as the new Board President and Thomas Kim as the new Vice President, to serve from August 1, 2024 until July 1, 2025. Director Edwards seconded the motion and the motion passed with unanimous approval.

President Gonzalez addressed the second housekeeping business matter announcing the Fiscal Year 2024 General Manager appraisal. The appraisal is normally coordinated by the Board President with input from the rest of the Board. Before leaving the Board at the end of this month, I will deliver to the newly elected Board President, Dr. Lewis, my thoughts and input regarding the General Manager's performance over the past fiscal year. The new President will also solicit input from other Board members between then and the September board meeting. At the September board meeting, the Board President will publicly present a summary of the General Manager's performance evaluation.

President Gonzalez then opened the floor to Dr. Lewis for additional comments. Dr. Lewis thanked President Gonzalez and read aloud the Resolution Honoring Ozzie Gonzalez. Dr. Lewis moved for approval of the resolution and Director Kellogg seconded the motion. The resolution passed with six votes in favor and Ozzie Gonzalez abstained.

Hearing no further business, President Gonzalez adjourned the meeting at 12:27pm.

Respectfully submitted,



Falesha Thrash, Board Administrator and recording secretary