



## Minutes

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<b>Meeting:</b>	TriMet Board of Directors Regular Board Meeting	<b>Date:</b>	January 27, 2016
		<b>Time:</b>	9:00 a.m.
<b>Presiding:</b>	Bruce Warner	<b>Location:</b>	City of Portland Building 1120 SW Fifth Avenue Auditorium Portland, Oregon 97204
<b>Board Members Present:</b>	Lori Irish Bauman T. Allen Bethel Joe Esmonde Shelley Martin Craig Prosser Travis Stovall Bruce Warner	<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](http://trimet.org/meetings/board).

President Warner called the business meeting to order at 9:34 a.m.

### 1. The following Board Committee Reports were provided:

- A. **Committee of Accessible Transportation (CAT)** – Director Bauman reported that the committee met on November 18, 2015 and January 20, 2016 and that memos summarizing the meetings were provided to the Board. Director Bauman reported that at the January 20<sup>th</sup> meeting: 1) Lt. Rachel Andrew provided an update on Transit Policy activity and responded to committee member questions; 2) Julie Wilcke, Ride Connection Chief Operating Officer, provided an overview of Ride Connection’s services and an update on new programs; 3) the CAT discussed budget priorities for FY17 and agreed to compile the final list at the March 16 meeting; and 4) Jennifer Koozer, Community Affairs Manager, provided updates on the Orange Line crossing treatments and the status of Bus Rapid Transit (BRT) development for the Powell-Division area.
- B. **TriMet Accountability Committee (TAC)** – Director Bethel stated that the committee met on Friday, January 22, 2016. Director Bethel shared statistics on the viewing of the transparency website. Director Bethel stated that the committee viewed the recordings of the TriMet Board meetings that are available on TriMet’s website during and after the meetings and agreed that the quality of the picture and audio is good and that live-streaming allows broader access and transparency as intended and is being utilized by the community.

The Committee also looked at trimet.org as a whole, updating materials and filling in any gaps to ensure it is user-friendly.

Director Bethel stated that beginning in 2016, the Committee will meet twice a year and address issues that arise in between. The next meeting is scheduled for June 17, 2016.

- C. **Transit Equity Advisory Committee (TEAC)** – Director Bethel reported that the Committee met on January 21, 2016, and the main topics of discussion were eFare structure, a proposed family pass, and fare enforcement. Someone had posed that the mobile phone app was having issues. Director Bethel stated that he has checked into that and will report back to the Committee that there were problems with Android phones during the initial implementation that have been addressed.

Director Esmonde asked for statistics on fare violations. Neil McFarlane responded that the Board will receive a briefing on fare enforcement at the March 23<sup>rd</sup> meeting.

**Metro Policy Advisory Committee (MPAC)** – Director Martin stated that the Committee discussed that the Orange Line service is great for businesses along the line and for riders, but wants to ensure that TriMet encourages affordable housing in the planning so we are not pricing out the very people that need public transportation.

- D. **Finance and Audit Committee** – Director Prosser reported that the Committee met this morning and received updates on: 1) financial forecast assumptions; 2) budget process; 3) revised investment policy; 4) how the strategic financial plan fits into the FY17 budget; and 4) Resolution 16-01-07.

## 2. General Manager Report

- A. **GM Comments** - Neil McFarlane reported on:

- MAX Ontime Performance
- Orange Line Safety Update
- Special Transportation Fund Advisory Committee (STFAC) resolution

Director Prosser expressed concern about the age and condition of the Steel Bridge and suggested that we talk more with our partners to explore solutions to plan for major events and prepare for the future, as well as consider alternative crossings over the Willamette River.

Neil McFarlane stated that he agrees and that the solutions to be considered need to be short term, mid-term and long-term.

President Warner stated that he agrees with Director Prosser that we need to begin the conversation to address strategies to improve our life-lines over the Willamette River.

Director Bethel requested bios on the STFAC appointees and encouraged staff to do a thorough outreach in filling vacancies to ensure the Committee represents the communities we serve. Neil McFarlane responded that staff would be happy to provide and added that staff has been working with non-profit partners to fill vacancies and would appreciate Board input as well.

**B. Quarterly Finance Report** – Dee Brookshire reported on the financial results for the second quarter of FY 2016.

**C. Top 25 Newsmakers in the Country** – Neil McFarlane shared that Capital Projects Executive Director Dan Blocher was named one of the Top 25 Newsmakers in the country by [Engineering News-Record](#), a construction magazine, for his efforts leading a great team to anticipate problems and keep the project moving. The editors will select one of the 25 to receive the magazine's highest honor, the Award of Excellence.

### 3. Consent Agenda

Director Stovall asked about the difference in costs between the recommended contractor and the other bidders on Resolution 16-01-04. Neil McFarlane responded that the recommended contractor has a high level of knowledge from past projects that allows them to right-size their estimate and they also provide their own asphalt product that allows them to keep costs low.

Action: T. Allen Bethel moved to approve the consent agenda items listed below; Travis Stovall seconded the motion. The motion was unanimously approved.

Approval of Board Meeting Minutes for December 9, 2015

Resolution Directing that the Reading of all Ordinances be By Title Only

Resolution 16-01-01 Adopting a Revised Investment Policy

Resolution 16-01-02 Amending Special Transportation Fund Advisory Committee Bylaws and Ratifying and Appointing Members

Resolution 16-01-03 Authorizing a Contract with Pavement Services, Inc. for Asphalt Pavement Maintenance Program Design Services

Resolution 16-01-04 Authorizing a Contract with Schneider Perma-Curbs, Inc. to Provide On Call Asphalt Seal Coating Services

Resolution 16-01-05 Authorizing a Contract with OTAK, Inc. for Survey, Right of Way Mapping, and GIS Integration Services

#### 4. Resolutions

Neil McFarlane introduced the following resolutions:

**Resolution 16-01-06 Authorizing a Contract with Global Signals Group, Inc. for On-Call Rail Signal Engineering, Testing, and Commissioning Support Services**

Action: Joe Esmonde moved approval of Resolution 16-01-06; Craig Prosser seconded the motion. The motion was unanimously approved.

**Resolution 16-01-07 Authorizing a Modification to the Contract with Innovations in Transportation Inc. for Additional Computer Aided Bus Dispatch and Radio System Software, Hardware and an Increase in the Change Order Allowance**

Neil McFarlane explained the overage on the intent to pay on this contract prior to Board approval and assured the Board that controls are in place to prevent reoccurrence. The Board discussed and agreed on the importance of moving this contract forward with the knowledge that processes are in place to ensure this would not happen in the future. Director Stovall clarified that we have signed change order allowances on this contract above Board level approval, but have not yet paid out. Neil McFarlane responded yes, that is correct.

Director Bethel stated his concerns regarding INIT's diversity plan and asked that staff encourage results rather than promises, and Director Esmonde agreed that results are expected. President Warner asked for a report back to the Board on the results.

Neil McFarlane stated that an independent assessment review was done on the management of the eFare program and the Board would receive a full report at their February 24<sup>th</sup> briefing.

Action: Travis Stovall moved approval of Resolution 16-01-07; Shelley Martin seconded the motion. The motion was unanimously approved.

**Resolution 16-01-08 Authorizing a Contract with CH2M Hill, Inc. for Assessment and Design Services for Steel Bridge Improvements**

Director Bauman asked about the evaluation category "Cost Estimating and Cost Controls" that she has not seen on other contracts.

Neil McFarlane explained that this is a qualification-based selection and that proven ability to estimate and control costs are critical to the success of this project.

Action: Joe Esmonde moved approval of Resolution 16-01-08; Craig Prosser seconded the motion. The motion was unanimously approved.

**5. Ordinance 341 An Ordinance of the Tri-County Metropolitan Transportation District of Oregon (TriMet) Amending Chapter 14 of the TriMet Code to Revise the Definition of “Net Earnings from Self-Employment” (Second Reading)**

General Counsel Shelley Devine read Ordinance 341 by title only and Neil McFarlane introduced.

Action: Craig Prosser moved approval of Ordinance 341; Travis Stovall seconded the motion.

The following roll call vote resulted in the approval of Ordinance 341:

Joe Esmonde.....	Yes
Shelley Martin.....	Yes
T. Allen Bethel.....	Yes
Bruce Warner.....	Yes
Travis Stovall.....	Yes
Lori Irish Bauman.....	Yes
Craig Prosser.....	Yes

**Ordinance 342 An Ordinance of the Tri-County Metropolitan Transportation District of Oregon (TriMet) Adopting Electronic Fare Program and Proof of Fare Payment Provisions, and Amending TriMet Code Chapters 19 and 29 (First Reading and Public Hearing)**

General Counsel Shelley Devine read Ordinance 342 by title only.

Neil McFarlane stated that the Board received a comprehensive briefing on this action at their January 13<sup>th</sup> briefing and introduced Chris Tucker, Tom Strader and Jake Warr to provide an additional overview and answer Board questions.

- Chris Tucker summarized the overall eFare program.
- Tom Strader reviewed the proposed ordinance.
- Jake Warr went through the eFare Title VI process and community outreach.

President Warner stated that the Board has been briefed on the outreach that has been done and heard the conclusions of the Equity Analysis associated with the policy changes being considered and asked if the Board has any other questions or concerns regarding the Transit Equity Analysis. The Board did not have any questions or concerns regarding the analysis.

President Warner stated that since the Board is comfortable with the conclusions of the Equity Analysis, we will move forward and open the meeting for public comment on this ordinance. Written comments already received online or through the mail have been shared with the Board and comment cards completed today will be forwarded to all Board members and will become part of the formal Public Hearing record.

President Warner opened the public hearing on Ordinance 342 and the following people spoke to the Board:

Teresa Keishi Soto, OPAL and Bus Riders Unite, (spoke during public forum) stated that the implementation of HOP Fastpass is a great opportunity to work together to make the system work as smoothly as possible and to encourage ridership. Ms. Soto expressed concern that the 140 people that participated in TriMet forums through social service agencies are not a fair representation of the concerns and opinions of those that ride the bus. Ms. Soto requested that the Board consider a family pass to encourage large families to take transit at an affordable cost.

Keith Scholz, transit dependent member of OPAL and Bus Riders Unite, asked the Board to consider the hardship to transit-dependent families to purchase cards and add a minimum of \$5.00 for each member of the family and requested that the Board explore a low-income fare and ensure there are adequate locations to reload cards before moving forward with HOP Fastpass.

Orlando Lopez, community organizer with OPAL, expressed concern that the eFare program is moving forward too quickly and asked that the Board consider additional public outreach to explore the family card and a low-income fare before moving forward.

Eavan Moore, member of Bus Riders Unite, stated that she looks forward to the convenience of eFare, but is disappointed in the amount of outreach that has been done prior to hardware installation making it difficult to put a family card or low-income fare in place. Ms. Moore asked the Board to aggressively pursue mitigation efforts to implement a family card, affordable low-income fare, and expand retail network to ease the transition to the eFare system.

Jason McHuff spoke in support of a family fare and expansion of the youth-pass program. Mr. McHuff stated that this is not a good time to hold a public hearing and suggested that the Board have a rider advisory panel that would hold rider-oriented public hearings and provide suggestions and feedback to the Board on the service aspect. Mr. McHuff also suggested that all businesses and retail outlets have the ability to reload cards, to eliminate cash fares, to have a distance based fare, and that people who have a student or employer pass can have it available on their phones.

Jared Franz, ATU 757, stated that the two groups who will be impacted most by the implementation of the eFare system are riders and operators. Mr. Franz expressed concern that operators have not been involved in the conversation and also about the methodology in calculating the location of retail outlets. Mr. Franz asked the Board to consider expanding retail outlets to libraries, schools, and social service agencies without minimum loads.

Neil McFarlane stated that many of the comments today were regarding enhancements to the system, which as Director Prosser noted, can be developed over time. In our study of implemented systems throughout the industry, we have looked at lessons learned and continue to be open to learning as we roll this program out. Over the past two years, the Board has worked to simplify the fare system to ensure smooth implementation of the system. Once the system is implemented, we can make adjustments as needed over time. As Chris Tucker noted in his presentation, there are many ways to pay, expanding the retail network is important, but there are many opportunities, including the ability to load your card by phone that will be advantageous to our customers.

Neil McFarlane stated staff has provided bus operators information and answered questions during sign-up. We will also include eFare as part of the annual bus operator training over the next year.

President Warner stated that the main purpose of the eFare program is to streamline and make our fare system more efficient. The consideration of low-income/family fares is a multi-jurisdictional responsibility and issue that to effectively solve requires a long-term discussion with our many partners including the State, cities, and local social service agencies. President Warner added that he applauds staff efforts to continue cash transactions as we work with the community to make this transition.

President Warner stated that there is no vote today on Ordinance 342 -- the second reading and vote will take place at the February 24, 2016 Board meeting.

## **6. Other Business & Adjournment**

There was no further business to come before the Board

President Warner adjourned the meeting at 11:44 a.m.

Respectfully submitted,



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Kelly Runnion, Recording Secretary