



Minutes

Meeting:	TriMet Board of Directors Regular Board Meeting	Date:	October 23, 2024
Board Members Present:	JT Flowers Tyler Frisbee Erin Graham Robert Kellogg Thomas Kim LaVerne Lewis Kathy Wai	Board Members Absent:	

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.

President Lewis called the business meeting to order at 9:42am.

1. Committee Reports

Board Committee Appointment Updates – President Lewis introduced and welcomed two new board members: Erin Graham and JT Flowers. Director Graham now represents District 2, which encompasses neighborhoods in Northwest, South, Southwest and Downtown Portland. She will complete Director Gonzalez’s term, which expires May 31, 2026. Director Flowers now represents District 5, which includes neighborhoods in North and Northeast Portland. He will complete Director Edwards’ term, which expires May 24, 2026.

President Lewis then provided updates to board committee appointments. These appointments are “out of cycle” because Board member committee assignments ordinarily are for two years and run parallel with the election cycle of board officers. However, these committee appointments are necessary due to the recent retirements of two of our Board members, out of cycle officer elections, and the resulting re-assignment of a current committee member.

First, President Lewis appointed new Board member Erin Graham as Board representative for the Committee on Accessible Transportation (CAT). Erin will be replacing retired Director Edwards on the CAT.

Second, President Lewis appointed JT Flowers as Board representative to the Metro Policy Advisory Committee (MPAC). JT will be replacing Director Kim on MPAC.

President Lewis announced the appointment of Director Thomas Kim to the Finance & Audit Committee (F&A), where he will replace retired Director Gonzalez.

In addition, due to the departure of Director Edwards, President Lewis appointed Director Kim as one of the Trustees for the ATU/TriMet Pension Trust.

Finally, President Lewis established an *ad hoc* Land Use Committee, consisting of one Board member and several TriMet staff, in order to address issues relating to two proposed annexations of new territory to the TriMet District. Local jurisdictions in the Happy Valley and Beaverton/Tigard areas have requested TriMet begin the procedures necessary to annex territory to the District. Board Resolution No. 94-10-82 sets out those annexation procedures, which in this case includes the formation of a Land Use Committee to oversee this process. The Land Use Committee will review the work of an Annexation Team consisting of staff from TriMet, staff from the jurisdictions wishing to be annexed, and other interested individuals. The process may result in a recommendation to TriMet staff for annexation, and the Board's subsequent adoption of Ordinances to annex one or both of these areas. President Lewis appointed Director Kathy Wai as the Board representative on the Land Use Committee. She will be joined on the Committee by TriMet staff Alan Lehto and Greg Skillman.

Committee on Accessible Transportation (CAT) – Eileen Collins-Turvey, Director of TriMet's Accessible Transportation Program, provided a summary of the October 16 CAT meeting. The committee and staff participated in White Cane Safety Day at Portland International Airport in partnership with the PDX Accessibility Committee. This day is an observance dedicated to visually impaired people and the white cane represents their remarkable achievements and symbolizes their independence. The CAT LIFT Subcommittee shared updates on discussions evaluating the successes of the subsidized fixed route pilot for LIFT riders, the Instacart pilot success to date and the LIFT+ pilot with Uber. At the meeting it was announced that CAT Chair Jan Campbell is receiving an Oregon Daily Journal of Commerce 2024 Women of Vision Award. Updates were also provided on the Grand Opening of the Jan Campbell Transit Mobility Center on November 19. The committee discussed FY25 budget priorities, shared the background and bios of TriMet's newest Board members, Erin Graham and JT Flowers, and was provided an overview of the Vision 2030 strategy by Eric Demmitt, TriMet's Senior Program Manager in Strategy and Planning. The next CAT meeting will be held Wednesday, November 20.

Metro Policy Advisory Committee (MPAC) – Director Kim provided a summary of the September 25 MPAC meeting. The committee discussed a final recommendation to Metro Council regarding the 2024 Urban Growth Management Decision. TriMet voiced concerns over the proposed density of the Sherwood West Concept Plan and advocated for increasing the threshold to align with densities that support future transit viability. However, the motion, which recommended approval of Metro COO/Staff Report to expand the Urban Growth Boundary into Sherwood West, was passed by MPAC. MPAC also passed three amendments for Metro Council consideration regarding a higher growth forecast used for staff modeling, a commitment by Metro to host an employment lands task force, and a commitment by Metro not to impose additional requirements on the Sherwood West Concept Plan. This recommendation concluded MPAC's role and input on the Urban Growth Management decision. Metro Council will have a first reading of the ordinance and public hearing on November 21, 2024, followed by a second reading and decision on December 5, 2024 to conclude the process. Director Kim stated that it had been his pleasure to represent TriMet on this Committee, and that new TriMet board member, Director JT Flowers, will be TriMet's representative on MPAC. The next MPAC meeting takes place tonight, October 23.

Finance and Audit Committee (F&A) – Director Kim provided a summary of this morning's F&A meeting. The committee received a presentation from Eide Bailly regarding the FY24 Financial Audit. This is the first year TriMet was provided an annual comprehensive financial report, known as an ACFR. Eide Bailly expressed an unmodified or clean opinion on TriMet's FY24 Financial Statement. Eide Bailly did not note any significant deficiencies or instances of non-compliance. Also as part of this year's audit procedures, Eide Bailly focused efforts on procurement card transactions and off-cycle payroll adjustments. Eide Bailly did not note any

exceptions in these areas. Overall, it was a very positive report and Director Kim conveyed his appreciation of Nancy and her team.

The committee was also briefed on the Transit Oriented Development (TOD) updates, specifically the Hollywood Hub TriMet Phase 1 Infrastructure Project, which is nearing completion with core public access and right of way improvements underway. New stairs and the ramp structure will open at the end of this month. The project team is preparing the site for a mid-November construction turnover to Bridge Housing and contractor O'Neill Walsh Community Builders to construct 224 units of affordable housing for families and individuals in this flagship twelve-story building. TriMet's TOD program is also investigating a potential development opportunity for a portion of the Willow Creek Transit Center in Washington County. Lastly, the committee discussed Statewide Transportation Improvement Fund (STIF). The board will hear a full briefing from Tom Mills and Debbie Gregg regarding STIF revenue projections and utilization.

2. General Manager Report

September Ridership

General Manager Desue provided a review of September ridership statistics. Ridership continued to trend up in September 2024 with a 3.8% increase over the same month last year. TriMet provided about 5.4 million trips in September. That equates to 1.3 million weekly trips. The largest gains are occurring on our frequent service bus lines with an 11.5 percent increase in weekday ridership on those lines over last September. Earlier this year, in the spring, we added more service on four of our frequent bus lines as part of our Forward Together plan. We also rolled out more bus service improvements including two new bus lines, route extensions on four lines to reach new areas and other adjustments to better serve riders in late August, in addition to the MAX Red Line expansion.

On the heels of positive feedback that Mr. Desue shared at last month's Board meeting, he highlighted growth on one of the bus lines that saw changes. Even though it's still very early, as the changes just went into effect 8 weeks ago, but since then, we have seen about 90 additional rides per day on Line 76-Hall/Greenburg. That line now provides daily service between Beaverton Transit Center and Oregon City Transit Center. Additional analysis will tell us where the new rides are occurring and whether they're on the extension or elsewhere along the line. Line 76 now provides a regular, reliable bus connection between Washington and Clackamas counties, and we're happy to see the early data showing that it's fulfilling a need for those communities.

Multi-Language Selector on TriMet.org

Mr. Desue provided an update on the trimet.org website. As we work to bring more people on board, TriMet's number one marketing and customer communication tool is our website. Mr. Desue introduced Executive Director of Public Affairs JC Vannatta and Digital Communications Manager Dave Whipple to provide a glimpse of an exciting new improvement to trimet.org that has been years in the works. It brings together our aspiration to increase ridership and our dedication to expand diversity and inclusion within the community. This was the culmination of a huge multi-division, multi-department effort. A recording of the presentation can be found on YouTube at www.youtube.com/@trimet.

Joint Committee on Transportation Testimony

Mr. Desue shared an update on the Joint Committee on Transportation. As we work to improve the customer experience, we're also working to make it known that more funding is needed to deliver the service our community wants. Two weeks ago, Mr. Desue gave testimony before the Joint Committee on Transportation in Happy Valley. The committee just finished a tour of the state as it tries to understand the

transportation problems that Oregon faces. Mr. Desue commended the committee for its 12 meetings (TriMet offered testimony at three), and for recognizing the challenges we face. Transit access is essential to ensuring transportation equity for Oregonians and transit providers throughout the state, including TriMet, need more funding to maintain and improve service in our communities. Mr. Desue stated that the Statewide Transportation Improvement Fund, or STIF, has been an invaluable resource for Oregon transit. It has helped TriMet preserve and expand service, reduce our carbon emissions and offer low-income fare programs to our riders. At the meetings TriMet, along with our fellow transit agencies, advocated for an increase in STIF funding. Mr. Desue stated that there's a lot of work ahead and we stand ready to support a STIF funding package that will enhance the accessibility and equity of Oregon's transportation system.

APTA Transform Conference

Mr. Desue provided a recap of this year's American Public Transportation's (APTA) Transform Conference. Earlier this month, President Lewis joined Mr. Desue and other TriMet leadership at the APTA Transform Conference. This was an invaluable opportunity to engage with transit industry leaders and peers from across the nation. Mr. Desue stated that every conversation he had, along with the sessions he attended, reaffirmed that TriMet is not just a participant in the transit industry—it is helping to shape its future. APTA conferences provide a firehose of information, including best practices and new ideas in the transit industry, much of which TriMet is leading. It's strong validation that the initiatives we've undertaken align with where the transit industry needs to go. Whether discussing sustainability, innovation, or customer experience, it was clear that our agency is positioned as a leader, advancing solutions that are not just reactive, but forward thinking.

LIFT Innovation Award

Mr. Desue shared news of the 2024 APTA Innovation Award. TriMet received the award for our LIFT Instacart program that was the brainchild of our Director of Accessible Transportation Programs, Eileen Collins-Turvey. Mr. Desue introduced the video that aired at the conference. A recording of the video can be found on YouTube at www.youtube.com/@trimet. Mr. Desue shared his gratitude to Eileen and invited her to speak about the program and the award.

Forbes Best Places to Work

Mr. Desue shared an announcement of TriMet being recognized in Forbes Magazine, and stated that he was honored to share TriMet's recent designation as one of the top five best places to work in Oregon, and also as the top employer in the state in the Transportation and Logistics industries. That designation comes from a Forbes Magazine listing and Mr. Desue stated that he was particularly touched because it is based on a survey of employees. It definitely reflects TriMet's dedication to our employees and our community. As Mr. Desue often says, it takes a village, and TriMet is only successful because of all our employees who are dedicated to provide the best transit service possible.

3. Consent Agenda

- Approval of Board Meeting Minutes for September 25, 2024

Action: Director Wai moved for approval of the Consent Agenda. Director Kellogg seconded the motion. The motion passed with unanimous approval.

4. Resolutions

Resolution 24-10-58 – Authorizing a Contract with RJ Ramos Enterprises, Inc. dba RJ Ramos Construction and Electrical Co. (RJR), for the Powell Garage Gantry Charging Infrastructure Project

General Manager Desue discussed Resolution 24-10-58. This project is part of the continuing improvements to the Powell Operations Facility to support our Zero-Emissions Bus Fleet Transition Plan. The current vehicle charging capacity at Powell supports simultaneous charging for 24 vehicles. But as we look to bring in more Zero-Emissions Buses in the future, we will need significant increases in charging capacity. We cannot expand the physical size of the Powell facility, so we're going up. For this first phase of the project, a section of galvanized steel gantry will be erected over nine existing lanes where buses park. A "gantry" is an overhead bridge-like structure that supports equipment. In this case, the gantry will support 54 pantograph, or overhead, chargers. The chargers connect to the top of the bus, like we have with our fast charger at the Sunset Transit Center. Last July, the Board exempted this contract from low bid requirements and TriMet used an RFP to procure RJ Ramos (RJR) as the contractor for the project. If approved, the contract will be for a 13-month term, for a maximum amount of \$4.2 million, which includes a possible 15% change order authority. The budget for these services is included in TriMet's 5-year Capital Improvement Plan and financial forecasts, and will be presented to the Board for final approval in annual budgets. RJ Ramos is a diverse company with 22 employees; 41% represent minorities and 36% identify as female. They are a certified Disadvantaged Business Enterprise and a Minority-owned Business Enterprise. Awarding this contract to RJ Ramos is a demonstration of investing in our local, small business community.

Another great example of this type of partnership is with Raimore Construction. Their relationship working with TriMet dates back to the construction of the MAX Yellow Line and our creation of a pathway that became a national model for lifting up Disadvantaged Business Enterprises. Raimore's team has been a partner for decades, and their ability to adapt and master task after task required by TriMet ultimately led to the award of the largest DBE Contract in Oregon history to Raimore for our Division Transit Project.

The TriMet team is excited to partner with RJ Ramos on this important infrastructure project. There will be more like it in the future and having a successful CM/GC project on your resume is a great marketing win for a DBE contractor. And I should note that RJ Ramos is already paying forward. They have pledged to use COBID-certified small business subcontractors for 45% of the work.

Action: Director Kim moved for approval of Resolution 24-10-58. Director Wai seconded the motion. The motion passed with six votes in favor and one opposed.

Resolution 24-10-59– Authorizing a Contract Modification with Stacy Witbeck, Inc. (SWI) to Provide Track Maintenance Services

Mr. Desue discussed Resolution 24-10-59. This resolution supports "State of Good Repair" investments in the MAX light rail system. TriMet's roughly 60 miles of MAX tracks regularly require maintenance by specialized equipment that we do not own or operate. There is a very limited pool of contractors with the special equipment and skill necessary to perform track maintenance work. Raimore, was one of two firms awarded the Track Maintenance Services contract in August 2023, and Stacy Witbeck was the other. Because Stacy Witbeck is more experienced than Raimore in this particular field, its contract has been utilized more and has nearly been expended. One example for that was the urgent track work related to summer heat that required a \$192,000 contract modification. This was vital to restore normal operations on the MAX Blue and Red lines, and Stacy Witbeck really came through for our riders and us. TriMet estimates an additional \$3 million worth of mechanized track maintenance work is needed over the next two years to address MAX state of good repair and keep track infrastructure safe and reliable.

The resolution before you this morning seeks a modification of the Stacy Witbeck contract for \$3 million, raising the total amount to nearly \$4 million. Some of the work to be covered includes rail welding, distributing ballast and repairing or replacing at-grade rail crossings. The amount is included in the FY25 Maintenance Division Budget. Stacy Witbeck has 865 employees. About 30% are minorities and 15% are female.

Action: Director Frisbee moved for approval of Resolution 24-10-59. Director Flowers seconded the motion. The motion passed with unanimous approval.

Resolution 24-10-60 – Authorizing a Contract with Connectpoint, Inc. (Connectpoint) for Digital Information Displays, Associated Material and Related Software

Mr. Desue discussed Resolution 24-10-60. TriMet relies on Digital Information Displays installed at bus shelters, bus and MAX platforms, transit centers and other facilities, to provide riders with arrival information, service updates and emergency alerts. These important notifications improve safety as well as the overall customer experience when using our transit system. TriMet currently has 679 such Digital Information Displays across our 533-square mile service district, supported by a cloud-based content management system. This includes 363 e-paper displays at bus shelters and 316 LED displays at various platforms.

The current, \$6 million Connectpoint contract, first authorized in October 2019, expires today. A new contract would allow TriMet to continue using a well-established, proven company with working knowledge of currently installed and soon-to-be-installed TriMet digital displays at transit centers, shared bus and MAX platforms, and bus shelters. And it will allow for the purchase of additional displays, ADA-compliant text-to-speech devices and other improvements for accessibility and rider engagement. Connectpoint's proprietary technology has been tailored to meet TriMet's specific needs, and a sole-source contract is necessary to keep our systems running smoothly and efficiently.

This Resolution authorizes that sole-source contract with Connectpoint for \$3 million, through October 2029. Costs of the displays, ADA text-to-speech devices and other upgrades are budgeted as an element of FY2025 Statewide Transportation Improvement Fund, or STIF, and Federal Transit Administration grants. Taking a quick look at diversity, Connectpoint has a 16-person workforce that is 23% minority and 23% female.

Action: Director Flowers moved for approval of Resolution 24-10-60. Director Frisbee seconded the motion. The motion passed with unanimous approval.

Resolution 24-10-61 - Authorizing a Contract with Northwest Infrastructure, LLC (NWI) for Construction Manager/General Contractor (CM/GC) Services for the Columbia Operations Facility Site Preparation and Main Distribution Frame Construction Project

Mr. Desue discussed Resolution 24-10-61. The property purchased on Northeast Columbia Boulevard in 2018 must be redeveloped to serve as our Columbia Operations Facility, and this facility is critical for TriMet's transition to a zero-emissions bus fleet. Initially, about 70 hydrogen fuel-cell electric buses will be housed and maintained there. In its final configuration, Columbia is projected to be home to more than 250 hydrogen fuel cell electric buses. There is much site preparation work to be done and a new 1,500-square-foot Main Distribution Frame building must be constructed to serve as the hub for all IT systems at the facility. Unused existing structures must be demolished and removed to make way for all of this. A map attached to the Resolution in your Board meeting packet shows the buildings that must come down.

In June, the Board authorized the exemption of this procurement from low bid requirements and TriMet used a best-value RFP to select Northwest Infrastructure – or NWI – as the CM/GC services contractor for this Project. This resolution requests Board approval for this CM/GC contract and authorization for pre-construction services and an early work package totaling a bit less than \$1 million. The funding is included in the Engineering and Construction Division’s FY2025 Budget. TriMet will return to the Board for further authorization after negotiating a total contract price. NWI has 13 employees, 77% of whom are minorities; 10% are female. NWI is a COBID-certified contractor, a DBE and MBE, and it intends to use DBEs for 75% of the construction work.

Action: Director Frisbee moved for approval of Resolution 24-10-61. Director Wai seconded the motion. The motion passed with unanimous approval.

Resolution 24-10-62 – Authorizing a Contract with Anchor QEA, LLC (Anchor) for Environmental Support Services for Transit-Related Projects

Mr. Desue discussed Resolution 24-10-62. The FTA is experiencing a shortage of staff needed to review and approve federal National Environmental Policy Act, or NEPA, documents. Completing a NEPA review is required so that all environmental issues are considered before federal funds may be committed to a project. The FTA’s shortage of NEPA staff is due to overload. There are just too many major projects under similar timelines requesting environmental review in FTA Region 10, which includes Portland and Seattle. Under the Fixing America’s Surface Transportation, or FAST, Act of 2015, transit districts are allowed to hire companies that can collaborate with FTA staff on NEPA reviews. The FTA Region 10 Administrator has requested that TriMet continue providing staff assistance to ensure efficient review of local projects. These include the Interstate Bridge Replacement Program, 82nd Avenue Transit Project, a potential FX Frequent Express line along TV Highway, and others. FTA approval of NEPA documentation is required prior to final engineering and release of federal funds for construction.

This resolution authorizes a sole-source contract with Anchor for an amount not to exceed \$4 million over a 5-year period. A sole-source contract is appropriate in this instance, as Anchor has extensive experience working with FTA Region 10 on NEPA document reviews. Anchor also is approved by the FTA and has no conflict of interest in working with TriMet on projects in Region 10. Funding is included in TriMet’s Engineering and Construction Budget for FY2025.

Looking at diversity: Anchor has 555 employees, more than half of whom are women or minorities.

Action: Director Graham moved for approval of Resolution 24-10-62. Director Frisbee seconded the motion. The motion passed with unanimous approval.

Hearing no further business, President Lewis adjourned the meeting at 12:01pm.

5. Briefing

President Lewis introduced Tom Mills, Director of Mobility Planning and Policy and Debbie Gregg, Director of Grants to provide a briefing on the Statewide Transportation Infrastructure Fund (STIF) Plan. A copy of the presentation can be found in the meeting archives at www.trimet.org.

Respectfully submitted,

Falesha Thrash

Falesha Thrash, Board Administrator and recording secretary