



SALEM AREA MASS TRANSIT DISTRICT

BOARD OF DIRECTORS MEETING

Thursday, August 28, 2025

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d. August 11, 2025 Work Session	
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Authorize the General Manager to enter into a contract with Puget Sound Solar, LLC, an authorized provider of ChargePoint, Inc for the purchase of depot charging equipment with a project amount not to exceed \$771,913	3
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SALEM AREA MASS TRANSIT DISTRICT
BOARD MEETING MINUTES

Thursday, August 28, 2025 at 5:30 p.m.

ATTENDEES: President Hinojos Pressey | Directors Joaquín Lara Midkiff | Ramiro Navarro Jr. (Virtual) | Sadie Carney | Ian Davidson (Virtual) | Sara Duncan | ABSENT: Bill Holmstrom
STAFF: GM Allan Pollock | DGM David Trimble | CSO Cliff Carpentier | CFO Denise LaRue | CPDO Shofi Azum | COO Tom Dietz | Security & Emergency Management Coordinator Karen Garcia | Senior Manager, Project & Contract Administration Melissa Kidd | Maintenance Manager Zach Leeth | Strategic Initiatives Administrator Bobbi Kidd | Commuter Options Coordinator Kiki Dohman | Executive Assistant Kirra Pressey
GUEST: Legal Counsel Sara Sayles

1. CALL TO ORDER

- A. Note of Attendance for a Quorum
President Hinojos Pressey called the meeting to order at 5:56 p.m. due to technical difficulties. A quorum was present.
- B. Safety Minute
CFO Denise LaRue presented the safety minute regarding reducing stress in the workplace.
- C. Announcements | Changes to Agenda - None

2. PRESENTATIONS - None

3. PUBLIC COMMENT

Board President Hinojos Pressey noted that written public comments had been received from several individuals and organizations including Stephen Kamm, Mai Vang, Grant Foster, Janet Wallace, Keizer City Council, Joanne Vietty, the Salem Chamber of Commerce, John Van Schepen, and the Marion County Democrats Central Committee for Staff and Board review.

One public commenter, identified as Finley, spoke regarding the proposed employer payroll tax. Finley expressed gratitude for the Board's work and community engagement efforts. They disputed the Chamber's suggestion that Uber could replace public transit, pointing out that Uber provides fewer rides, is less safe, more expensive, and cannot adequately serve people with disabilities. Finley mentioned that Cherrlots provided approximately 3.3 million rides in Salem last year while Uber completed barely a million in the entire state. The commenter characterized the proposed tax as reasonable and in line with other cities, concluding that the Chamber's opposition suggested they "don't want the poor and disenfranchised to have access to transit.

4. CONSENT CALENDAR

A. Approval of Minutes

- I. July 24, 2025 Board Meeting
- II. July 24, 2025 Executive Meeting (Labor Negotiations)



- III. July 24, 2025 Executive Meeting (GM Evaluations)
- IV. August 11, 2025 Work Session

5. Routine Business Items

a. Fiscal Year 2025, Quarter 4 (FY25 Q4) NTD Reportable Assault Data

Action			
Motion:	I move to approve the Consent Calendar as presented.		
Motion by:	Director Sara Duncan	Second:	Director Sadie Carney
Vote			
Aye:	President Hinojos Pressey, Directors, Lara Midkiff, Navarro, Carney, Davidson, and Duncan.		
Motion passes unanimously 6-0			

6. ITEMS DEFERRED FROM CONSENT CALENDAR - None

7. ACTION ITEMS

A. Award of Contract for ChargePoint Charging

Presenter: COO Tom Dietz

Agenda Packet: Pg. 26-29

COO Dietz requested Board approval for a contract with Puget Sound Solar LLC to obtain depot charging equipment. The project aims to complete "Electric Avenue," a bus charging infrastructure. This phase involves setting up distribution blocks and dispensers on existing conduit stubs without needing soil disruption or construction.

Action			
Motion:	I move that the Board authorize the General Manager to enter into a contract with Puget Sound Solar, LLC, an authorized provider of ChargePoint, Inc for the purchase of depot charging equipment with a project amount not to exceed \$771,913		
Motion by:	President Maria Hinojos Pressey	Second:	Director Joaquín Lara Midkiff
Vote			
Aye:	President Hinojos Pressey, Directors, Lara Midkiff, Navarro, Carney, Davidson, and Duncan.		
Motion passes unanimously 6-0			

B. Award of Contract for Vehicle Yard Tug

Presenter: Maintenance Manager Zach Leeth



Agenda Packet: Pg. 30-34

Maintenance Manager Leeth requested Board approval for purchase of a yard tug from Kirk's Transit Fleet Equipment. The tug, the Eagle TTR-TP, has a heated cab for winter, and it's adapted to handle transit tasks, such as towing electric buses or assisting stuck buses in the yard. This device offers substantial cost savings, eliminating the \$3,000+ expense of a specialized flatbed tow from Portland for electric bus retrieval.

Action			
Motion:	I move that the Board authorize the General Manager to enter into contract with Kirks Transit Fleet Equipment for the purchase of a transit bus pusher or yard tug for a price not to exceed \$147,375		
Motion by:	President Joaquín Lara Midkiff	Second:	Director Ian Davidson
Vote			
Aye:	President Hinojos Pressey, Directors, Lara Midkiff, Navarro, Carney, Davidson, and Duncan.		
Motion passes unanimously 6-0			

C. Accept the 2025 FTA Triennial Review Report

Presenter: CFO Denise LaRue

Agenda Packet: Pg. 35-55

CFO LaRue presented the FTA Triennial Review Final Report, which examines the District's compliance with 23 statutory and administrative requirements. The review process requires extensive document gathering, a desk review, and a site visit. Notably, there were no findings in this review, marking Cherriots as one of only three districts in FTA Region 10 to achieve this. CFO LaRue credited continuous compliance efforts by District employees and leadership.

Action			
Motion:	I move that the Board accept the 2025 Federal Transit Administration Triennial Review Report.		
Motion by:	Director Sadie Carney	Second:	President Maria Hinojos Pressey
Vote			
Aye:	President Hinojos Pressey, Directors, Lara Midkiff, Navarro, Carney, Davidson, and Duncan.		
Motion passes unanimously 6-0			



8. INFORMATIONAL REPORTS

A. FY 25 Annual Commuter Options Report

Presenter: Commuter Options Coordinator Kiki Dohman

Commuter Options Coordinator Dohman outlined the grant-funded Commuter Options Program serving Marion, Polk, and Yamhill counties, focusing on various transportation methods such as carpool and telework. The program aims to offer affordable, lifestyle-fitting transportation options. Key achievements in FY25 included launching a Bike Month campaign, hosting events like helmet giveaways and bike rodeos, and generating notable community engagement.

B. FY25 Completed Projects & FY26 Project Highlights

Presenter: Senior Manager, Project & Contract Administration Melissa Kidd

Senior Manager, Project and Contract Administration Kidd provided updates on completed FY25 projects and upcoming FY26 initiatives. Since the Project Management Office (PMO) launch in December 2023, a project control plan improved project readiness, planning, and execution monitoring.

C. FY25 Q4 Strategic Plan Report

Presenter: Strategic Initiatives Administrator Bobbi Kidd

Strategic Initiatives Administrator Kidd highlighted the FY25 Q4 Strategic Plan Report and introduced the FY26 plan. FY25 achievements exceeded goals, with a community value score of 85, surpassing the target of 84. Customer satisfaction scores also surpassed expectations, with fixed routes scoring 56 (goal 52) and Lift scoring 69 (goal 51). New surveys for community value and customer satisfaction are set for September, with an employee engagement survey beginning soon.

D. Creating Community Connections Project Brief

Presenter: GM Allan Pollock

GM Pollock reported on the Creating Community Connections campaign, aimed at sharing service enhancements while fostering community relationships. The District has engaged with many community members, particularly during summer events. Since July 31, presentations have been given to several organizations, and individual meetings were held with local realtors and Salem Health.

Upcoming events feature a booth at Punks in the Park and four open houses at various locations in September to discuss the service plan. Additional outreach will occur at local markets, universities, and various community events. New requests continuously come in for presentations. A new video featuring Director Duncan will be shared with board members and online.

9. REPORTS

A. GENERAL MANAGER'S REPORT

GM Pollock noted that the state legislature's special session on the transportation package was set to begin the next day, where CAC member Marja Byers will testify from a rider's view at the ongoing hearing. He noted his upcoming attendance at the APTA Annual Meeting in



Boston with staff and his planned vacation with Deputy GM Trimble acting as GM pro tem. Board members were advised to prepare for a special September 11 meeting on the South Salem Transit Center, requiring Board action to advance it.

COO Dietz provided an update on the Community Advisory Committee recruitment. Key achievements include launching the committee's restructuring, distributing internal communications, creating flyers, and initiating a social media campaign. Partner outreach aimed at local chambers and colleges will start early next month, backed by a prepared press release. COO Dietz is optimistic about filling all new CAC seats and potentially forming a waitlist.

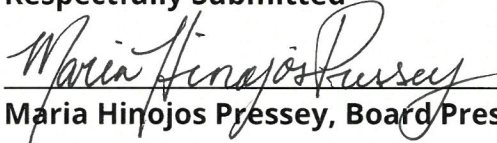
B. BOARD OF DIRECTORS REPORT

President Hinojos Pressey and Directors provided reports on committees and activities in which they represent the District.

10. ADJOURN

President Hinojos Pressey adjourned the meeting at 7:57p.m.

Respectfully Submitted



Maria Hinojos Pressey, Board President