



SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING AGENDA PACKET

Thursday, June 26, 2025 at 5:30 p.m.

Directors: Joaquín Lara Midkiff | Ramiro Navarro Jr. | Sadie Carney | Maria Hinojos Pressey |
Ian Davidson | Sara Duncan | Bill Holmstrom

Available meeting formats:

In Person: *Senator Hearing Room, 555 Court Street NE, Salem, Oregon 97301*

Zoom Gov: **Meeting ID:** 161 115 6964 | **Passcode:** 680098

Link: <https://cherriots-org.zoomgov.com/j/1611156964?pwd=T0VPaXp3eVJpc0NjWWkxeXJSNnE5dz09>

One Tap Mobile: +16692545252,,1611156964#,,,,*680098# US

Landline Phone: +1 669 254 5252 US

Live Stream: <https://www.capitalcommunitymedia.org/all>

Comcast Channel 21

Public Comment: Community members may provide comments on transit-related matters during the meeting, with a three-minute time limit per speaker. Comments can be submitted in writing, by email, in person, or via ZoomGov. Written comments received by 12:00 P.M. on the meeting day will be included in the official record.

Email: Board@cherriots.org

Mail: Attn: District Board of Directors, 555 Court St. NE, Suite 5230, Salem, OR 97301

Consent Calendar: Routine items are adopted collectively through a single motion unless a Director requests to remove an item. Any item withdrawn for discussion will be addressed after the Consent Calendar is approved.

Board of Director Report: Board members report on transit-related issues, including committee participation, community outreach, and special projects representing the District.

Closed Captioning (CC): ZoomGov's live streaming platform offers Closed Captioning (CC) to enhance viewer participation, though translations may not always be accurate.

Alternative Formats: ASL services and alternate formats for individuals with limited English proficiency are available with 48 hours' notice. Requests can be made by contacting the Clerk at 503-588-2424 or through TTY via Oregon Relay Services at 1-800-735-2900 (or 711). Office hours are Monday–Friday, 8:00 AM to 5:00 PM.

Electronic Copies: Agenda packets are available at <https://www.cherriots.org/meetings/>.

Email Distribution List: To join the District's public meeting distribution list, email the Clerk of the Board at publictestimony@cherriots.org.



Formatos de reunión disponibles:

En persona: Senator Hearing Room, 555 Court Street NE, Salem, Oregón 97301

Zoom Gov: Meeting ID: 161 115 6964 | Código de acceso: 680098

Link: <https://cherrriots-org.zoomgov.com/j/1611156964?pwd=T0VPaXp3eVJpc0NjWWkxeXJSNnE5dz09>

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Comcast Canal 21

Comentarios del público: Los miembros de la comunidad pueden hacer comentarios sobre asuntos relacionados con el tránsito durante la reunión, con un límite de tiempo de tres minutos por orador. Los comentarios pueden presentarse por escrito, por correo electrónico, en persona o a través de ZoomGov. Los comentarios por escrito recibidos antes de las 12:00 p.m. del día de la reunión se incluirán en el acta oficial.

Correo electrónico: Board@cherrriots.org

Correo postal: District Board of Directors, 555 Court St. NE, Suite 5230, Salem, OR 97301

Calendario de Consentimiento: Los puntos de rutina se adoptan colectivamente mediante una sola moción, a menos que un Director solicite retirar un punto. Cualquier punto retirado para ser debatido se tratará después de la aprobación del Calendario de Consentimiento.

Informe del Consejo de Administración: Los miembros de la Junta Directiva informan sobre temas relacionados con el tránsito, incluida la participación en comités, la extensión a la comunidad y los proyectos especiales que representan al Distrito.

Subtítulos (CC): La plataforma de retransmisión en directo de ZoomGov ofrece subtítulos (CC) para mejorar la participación de los espectadores, aunque es posible que las traducciones no siempre sean precisas.

Formatos alternativos: Los servicios de ASL y formatos alternativos para personas con dominio limitado del inglés están disponibles con 48 horas de antelación. Las solicitudes se pueden hacer poniéndose en contacto con el Secretario en el 503-588-2424 o a través de TTY a través de Oregon Relay Services en el 1-800-735-2900 (o 711). El horario de oficina es de lunes a viernes, de 8 de la mañana a 5 de la tarde.

Copias electrónicas: Los paquetes del orden del día están disponibles en <https://www.cherrriots.org/meetings/>.

Lista de distribución por correo electrónico: Para inscribirse en la lista de distribución de reuniones públicas del Distrito, envíe un correo electrónico al Secretario de la Junta a publictestimony@cherrriots.org.



AGENDA

- 1. CALL TO ORDER**
 - A. Note of Attendance for a Quorum
 - B. Safety Minute
 - C. Announcements | Changes to Agenda

- 2. PRESENTATIONS**
 - A. Climate Action Plan Strategy Review 5

- 3. PUBLIC COMMENT**

- 4. BUDGET HEARING**

Time designated for members of the public to testify before the Board on the approved budget as shown in LB-1, or programs within the budget;

- 5. DELIBERATION OF BUDGET HEARING**

- 6. BUDGET HEARING ACTION ITEM**
 - A. Adopt Resolution No. 2025-07, Adopting FY2026 Budget, Making Appropriations, Imposing and Categorizing Taxes 33

- 7. CONSENT CALENDAR**
 - A. Approval of Minutes
 - i. May 22, 2025 Board Meeting 209
 - ii. June 12, 2025 Board Executive Session 214
 - iii. June 12, 2025 Board Work Session 216
 - B. Routine Business Items
 - i. Approval of FY2026 United Way Donation 218
 - ii. Adopt Resolution No. 2025-08, Amending CAC Bylaws 229
 - iii. Adopt Resolution No. 2025-09, Supporting the TGM Grant 251
 - iv. Adopt Resolution No. 2025-10, Approving STIFAC Recommendations For FTA 5310 Formula Funding 253

- 8. ITEMS DEFERRED FROM CONSENT CALENDAR**

- 9. ACTION ITEMS**
 - A. Authorize Purchase of Battery Electric Buses (BEB) 258
 - B. Adopt Resolution No, 2025-11, Approving Budget Amendment 260



10. INFORMATIONAL REPORTS

A. Creating Community Connections Project Brief

11. REPORTS

A. General Manager

B. Board of Directors 265

12. ADJOURN

NEXT MEETING: JULY 24, 2025 at 5:30 p.m.

To: Board of Directors
From: Bobbi Kidd, Strategic Initiatives Administrator
Thru: Allan Pollock, General Manager
Date: July 26, 2025
Subject: Climate Action Plan Strategizing Workshop

ISSUE

Shall the Board participate in a strategizing workshop?

BACKGROUND AND FINDINGS

The District is preparing its 2025 Climate Action Plan (CAP), which will lay out the agency's strategy to decarbonize operations and to bolster operational and infrastructural resilience to the impacts of climate change. Between November 2024 and May 2025, Cumming Group completed a comprehensive baseline conditions assessment. This work identified several important themes, including ridership, fleet diversification, infrastructure resilience, marketing, partnerships, showing progress, and operational sustainability. Cumming Group has since prepared a draft list of strategies. The intent of this review is to begin vetting and refining these draft goals and strategies by assessing whether they are possible to implement or do not fall within the District's sphere of control/influence.

This evening the board will participate in a strategizing workshop. See below for questions that will be asked during the workshop.

1. As you review this list, please share which strategies inspire the most enthusiasm or interest?
2. What are your greatest concerns about the District's CAP strategies thus far? Are you concerned about feasibility? Responsibility? Commitments? Resources?
3. Given your experience with public transit, do these strategies align or interfere with efforts to increase ridership?
4. What specific actions can the District take to create more accessible transit, and how else can the District improve their ridership strategies?
5. What actions can the District take to better support riders during major climate events or extreme weather disruptions, such as extreme heat or cold, heavy precipitation, flooding, or wildfire?

6. What climate action progress would you like to see communicated (goals and targets, GHG reductions, resilience measures)?
7. What are some effective ways to communicate the District's progress on the CAP strategies?
8. Is a public-facing, online Sustainability Dashboard an effective way to communicate progress? If so, what would it look like to you?
9. By your assessment, do you see these strategies aligning with community needs? If so, how? If not, why not?
10. With which community organizations or businesses should the District consider partnering with to implement these strategies?

FINANCIAL IMPACT

The FY 2025 budget includes funds for CAP development.

RECOMMENDATION

For information only.

PROPOSED MOTION

None

Cherriots Climate Action Plan

Board of Directors Meeting | June 26, 2025

CUMMING
GROUP

//////////////////// BUILDING VALUE THROUGH EXPERTISE





Purpose, Outcomes, and Process

Purpose

Share themes from the stakeholder visioning sessions and solicit the Board’s perspective on the preliminary Cherriots Climate Action Plan (CAP) goals and strategies.

Outcomes

- Vetted goals and strategies.
- Insight into the Board’s strategic priorities for the CAP.
- Agreement on the broader strategic approach.

Process (Agenda)

1. Stakeholder Visioning Process and Themes
2. Strategy Review
3. Discussion
4. Next Steps



Stakeholder Engagement Summary and Visioning Themes



Terms and Definitions

Greenhouse gas

A gas with properties that allow it to capture heat (e.g., carbon dioxide)

Climate change

Shifts in short- and long-term climate patterns that can be caused by greenhouse gases and other planetary phenomena

Carbon footprint

Greenhouse gases generated by an individual or an entity and its actions

Climate mitigation

Reducing or preventing greenhouse gas impacts

Climate adaptation

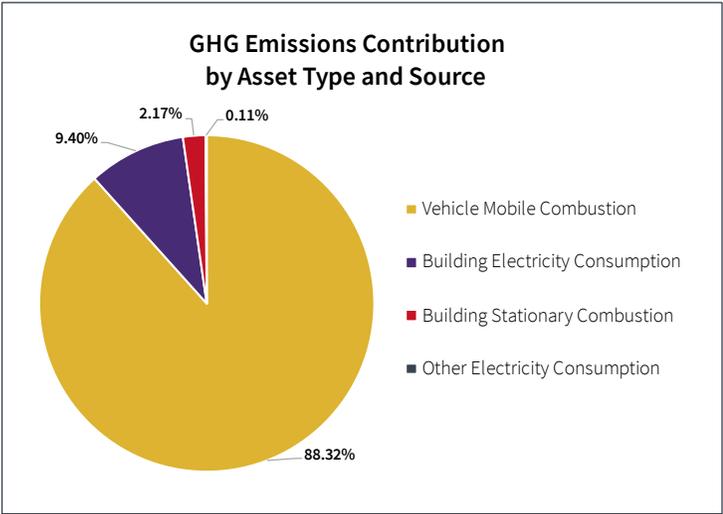
Adjusting to the current and expected impact of climate change

Climate resilience

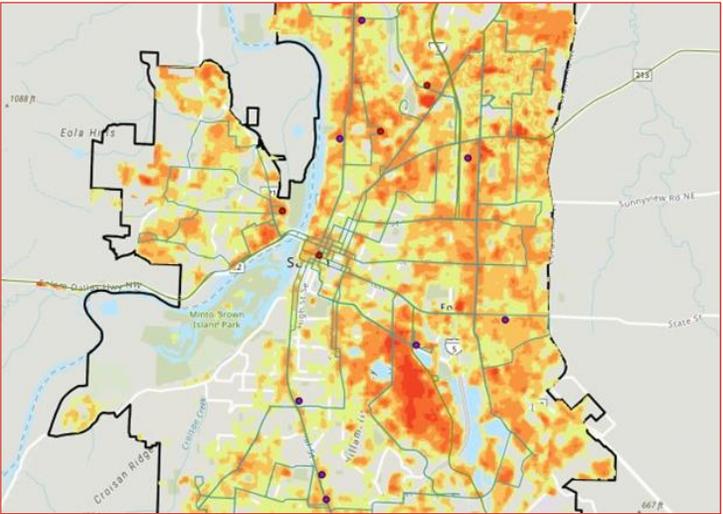
Ability to prepare for, respond to, recover from, and thrive in the face of climate-related events

Climate Action Plan Components

Policy Overview and Greenhouse Gas Emissions Projections



Climate Vulnerability and Risk Assessment



Internal and External Stakeholder Engagement





Stakeholder Engagement Approach

Who we engaged

In February and March, our team engaged:

Internal Stakeholders

- Board of Directors
- Sustainability Committee
- Executive Leadership Team
- Managers
- Operations Staff
- Administrative Staff

External Stakeholders

- City of Salem
- *City of Keizer (did not respond)*
- *Marion County (did not respond)*
- *Polk County (did not respond)*
- Mid-Willamette Valley Council of Governments
- Peer transit agencies (TriMet and LTD)
- Oregon Department of Transportation
- Salem-Keizer community



Public Visioning Survey

- **137 responses**, including 14 Cherriots affiliates (staff, CAC, Board)
 - The survey was provided in English and Spanish and publicized through multiple outreach channels
 - Compared to other Cherriots surveys, the CAP survey was skewed towards older respondents, women, less diverse, and more frequent riders
- **46%** were very concerned about the impacts of climate change, and 19% were somewhat concerned
- **95%** reported that they had experienced some form of extreme weather
- **33%** said that extreme weather had impacted their decision to ride with Cherriots
- The top three responses regarding Cherriots role, focused on **increasing transit ridership, providing transit to heating/cooling shelters, and transitioning to low/zero-emissions vehicles**
- Respondents were very aware of Cherriots electric and CNG fleet, and wanted to know more about what Cherriots is doing to adapt to climate impacts



Overall Visioning Themes

1. Ridership
2. Fleet diversification
3. Infrastructure resilience
4. Marketing
5. Partnerships
6. Showing progress
7. Operational sustainability

The background of the slide is a solid yellow color. In the upper right quadrant, there are several white, wavy, concentric lines that resemble topographic contour lines or a stylized wave pattern. These lines flow from the top right towards the center of the slide.

Preliminary Goals and Strategies



Three Key Approaches to Climate Action

1. Direct emissions reductions from Cherriot's fleets and infrastructure (climate mitigation)
2. Behavioral change focused on increasing ridership to reduce regional greenhouse gas emissions
3. Infrastructural and community-wide climate adaptation and resilience



Goal 1. Grow ridership to reduce regional greenhouse gas emissions.

Strategies

1. Improve service frequency, span, and coverage.
2. Enhance first/last mile infrastructure and service (bike racks).
3. Invest in safety and comfort (shaded bus stops, lighting, real-time travel info).
4. Use positive marketing (health, cost savings, safety) to drive ridership. Run campaigns showing emissions avoided by taking transit.



Goal 2. Deploy a diversity of decarbonization technologies to reduce fleet emissions.

Strategies

1. Continue to transition fleet to a balanced mix of battery-electric, renewable diesel (R99), and RNG vehicles. Explore options for hydrogen and other fuel sources as they become available.
2. Conduct a lifecycle emissions and cost analysis for vehicle procurement to support flexible, cost-effective procurement.
3. Evaluate the feasibility of various idling reduction technologies (IRTs) for use at transit centers and depots where there is extended bus idling during layovers and maintenance/cleaning.



Goal 3. Build and retrofit transit infrastructure and operations facilities where possible to bolster climate and energy resilience.

Strategies

1. Invest in shaded and cooled waiting areas (bus stops, park and rides, transit centers), including covered shelters and secured bike parking. Offer heating, misting, and drinking fountains as feasible.
2. Make climate-ready enhancements to critical facilities to protect against flood, heat, and power outages.
3. Partner with local utilities around energy sourcing, charging infrastructure installations, backup generation, and potential for rooftop solar.
4. Utilize green building design for new or renovated facilities and identify opportunities for energy efficiency upgrades.



Goal 4. Increase community engagement and strengthen messaging around transit as climate action.

Strategies

1. Conduct targeted outreach by audience (youth, low-income, employers, partners in health and emergency sectors, etc.).
2. Frame transit as a “community health and resilience” asset.
3. Implement sustainability-focused communication initiatives (e.g. art contests, carbon savings notifications in rider app, sustainability section in newsletter, dashboard, etc.).



Goal 5. Establish and grow partnerships with regional governments and employers to promote climate action and adaptation.

Strategies

1. Engage employers to boost commuter programs and incentives.
2. Partner with local jurisdictions on transit-oriented, climate-friendly urban development and land use (e.g. housing near transit).
3. Support local partners in climate goals related to transportation.
4. Integrate transit plans into local/regional resilience and health frameworks and emergency response coordination.



Goal 6. Establish and monitor progress towards milestone greenhouse gas emissions targets.

Strategies

1. Define clear short-, medium-, long-term climate and emissions reduction targets.
2. Integrate climate metrics (GHG reductions, resilience measures) into agency KPIs, decision frameworks, and performance measures.
3. Calculate avoided emissions from transit and track emissions savings.



Goal 7. Institutionalize sustainability and climate action across Cherriots.

Strategies

1. Prioritize green procurement for office needs and operations.
2. Offer annual staff training on climate and sustainability principles tailored to administrative roles and operations staff.
3. Develop a steering committee and/or hire for a role focused on climate action and sustainability.
4. Incorporate sustainability into budgets and action plans across departments.

Discussion



Next Steps





Stakeholder Engagement - Strategizing

Who we are engaging

Through June and July, our team has engaged or will be speaking to:

Internal Stakeholders

- Board of Directors
- Executive Leadership Team
- Managers

External Stakeholders

- Local Government Partners: City of Salem, City of Keizer, Marion County, Polk County, Mid-Willamette Valley Council of Governments
- Transit Agency Partners: Oregon Department of Transportation, TriMet, LTD

Climate Action Plan Timeline





Next Steps

- Continue to vet strategies with internal stakeholders and regional partners
- Refine strategies
- Develop tactical action steps to support each strategy
- Estimate rough-order-of-magnitude (ROM) emissions impacts, anticipated costs, and lead departments



CUMMING GROUP

CUMMING-GROUP.COM

BUILDING VALUE THROUGH EXPERTISE

Draft Goals and Strategies

The intent of this review is to begin vetting and refining these draft goals and strategies by assessing whether they are possible to implement or do not fall within Cherriot's sphere of control/influence.

Goal/Strategy	Primary Climate Impacts	Co-Benefits
Goal 1: Grow ridership to reduce regional greenhouse gas emissions.		
Strategy 1: Improve service frequency, span, and coverage.	Emissions Mitigation (GHG)	Service Continuity, Equity, Economic Mobility
Strategy 2: Enhance first/last mile infrastructure and service (bike racks).	Emissions Mitigation (GHG)	Public Health, Safety
Strategy 3: Invest in safety and comfort (shaded bus stops, lighting, real-time travel info).	Emissions Mitigation (GHG)	Rider Comfort, Public Safety
Strategy 4: Use positive marketing (health, cost savings, safety) to drive ridership. Run campaigns showing emissions avoided by taking transit.	Emissions Mitigation (GHG)	Behavioral Change, Community Engagement
Goal 2: Deploy a diversity of decarbonization technologies to reduce fleet emissions.		
Strategy 1: Continue to transition fleet to a balanced mix of battery-electric, renewable diesel (R99), and RNG vehicles. Explore options for hydrogen and other fuel sources as they become available.	Emissions Mitigation (GHG)	Operational Resilience
Strategy 2: Conduct a lifecycle emissions and cost analysis for vehicle procurement to support flexible, cost-effective procurement.	Emissions Mitigation (GHG)	Fiscal Responsibility
Strategy 3: Evaluate the feasibility of various idling reduction technologies (IRTs) for use at transit centers and depots where there is extended bus idling during layovers and maintenance/cleaning.	Emissions Mitigation (GHG)	Operator Comfort
Goal 3: Build and retrofit transit infrastructure and operations facilities where possible to bolster climate and energy resilience.		
Strategy 1: Invest in shaded and cooled waiting areas (bus stops, park and rides, transit centers), including covered shelters and secured bike parking. Offer heating, misting, and drinking fountains as feasible.	Climate Adaptation	Rider Comfort, Public Safety
Strategy 2: Make climate-ready enhancements to critical facilities to protect against flood, heat, and power outages.	Climate Adaptation	Service Continuity
Strategy 3: Partner with local utilities around energy sourcing, charging infrastructure installations, backup generation, and potential for rooftop solar.	Emissions Mitigation (GHG)	Operational Resilience

Goal/Strategy	Primary Climate Impacts	Co-Benefits
Strategy 4: Utilize green building design for new or renovated facilities and identify opportunities for energy efficiency upgrades.	Emissions Mitigation (Scope 2)	Infrastructure
Goal 4: Increase community engagement and strengthen messaging around transit as climate action.		
Strategy 1: Conduct targeted outreach by audience (youth, low-income, employers, partners in health and emergency sectors, etc.).	Emissions Mitigation (GHG)	Behavioral Change, Broader Public Support
Strategy 2: Frame transit as a “community health and resilience” asset.	Climate Resilience	Behavioral Change, Public Health, Broader Public Support
Strategy 3: Implement sustainability-focused communication initiatives (e.g. art contests, carbon savings notifications in rider app, sustainability section in newsletter, dashboard, etc.).	Emissions Mitigation (GHG)	Behavioral Change, Transparency, Broader Public Support, Community Engagement
Goal 5: Establish and grow partnerships with regional governments and employers to promote climate action and adaptation.		
Strategy 1: Engage employers to boost commuter programs and incentives.	Emissions Mitigation (GHG)	Infrastructure, Land Use Efficiency
Strategy 2: Partner with local jurisdictions on transit-oriented, climate-friendly urban development and land use (e.g. housing near transit).	Emissions Mitigation (GHG)	Political Support
Strategy 3: Support local partners in climate goals related to transportation.	Climate Adaptation	Emergency Preparedness
Strategy 5: Integrate transit plans into local/regional resilience and health frameworks and emergency response coordination.	Emissions Mitigation (GHG)	Infrastructure, Land Use Efficiency
Goal 6: Establish and monitor progress towards milestone greenhouse gas emissions targets.		
Strategy 1: Define clear short-, medium-, long-term climate and emissions reduction targets.	Climate Adaptation, Emissions Mitigation (GHG)	Measurability, Organizational Alignment
Strategy 2: Integrate climate metrics (GHG reductions, resilience measures) into agency KPIs, decision frameworks, and performance measures.	Emissions Mitigation (GHG)	Measurability, Transparency, Continuous Improvement
Strategy 3: Calculate avoided emissions from transit and track emissions savings.	Emissions Mitigation (GHG)	Measurability, Transparency, Continuous Improvement
Goal 7: Institutionalize sustainability and climate action across Cherriots.		
Strategy 1: Prioritize green procurement for office needs and operations.	Emissions Mitigation (Scope 3)	Cost Savings, Organizational Culture

Goal/Strategy	Primary Climate Impacts	Co-Benefits
Strategy 2: Offer annual staff training on climate and sustainability principles tailored to administrative roles and operations staff.	Climate Adaptation, Emissions Mitigation (GHG)	Cultural Change, Staff Empowerment
Strategy 3: Develop a steering committee and/or hire for a role focused on climate action and sustainability.	Climate Adaptation, Emissions Mitigation (GHG)	Organizational Alignment
Strategy 4: Incorporate sustainability into budgets and action plans across departments.	Climate Adaptation, Emissions Mitigation (GHG)	Organizational Alignment, Organizational Culture

Next Steps

These strategies will next be vetted with internal stakeholders and regional partners. Following this process, the strategies will be refined and tactical action steps to support the strategies will be developed. Rough-Order-of-Magnitude (ROM) emissions impacts, anticipated costs, and lead departments will also be identified at that time.



To: Board of Directors
From: Denise LaRue, Chief Financial Officer
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Adopt Resolution No. 2025-07 for the Fiscal Year 2025-26 Budget, Making Appropriations, Imposing and Categorizing Taxes

ISSUE

Shall the Board adopt Resolution No. 2025-07 ([Attachment A](#)) for the FY2025-26 Budget, making the appropriations accordingly, and imposing and categorizing the taxes?

BACKGROUND AND FINDINGS

In accordance with Oregon State Budget Law, the Budget Committee reviewed and approved the FY2025-26 Budget on May 6, 2025, for a total appropriation of all funds of \$112,263,931 and an unappropriated total amount of \$42,404,088, for a total approved budget of \$154,668,019. The FY2025-26 Approved Budget is included as [Attachment B](#).

Following approval by the Budget Committee at the May 6, 2025, meeting, the Budget Committee Chair Kathy Lincoln, asked that the Board set the Budget Hearing. On May 26, 2025, the budget summary and notice of a public hearing were published on the District website and on a local news service, as required by law ([Attachment B, Page 171-172](#)). The Budget Hearing was scheduled for June 26, 2025, and has occurred prior to the consideration of this resolution asking for adoption of the budget.

FINANCIAL IMPACT

The Budget Committee approved the proposed budget for FY2025-26 in the amount of \$154,668,019, and a tax rate of \$.7609 per \$1,000 of assessed value, the permanent rate set by Measure 50. Resolution No. 2025-07 also imposes and categorizes taxes in accordance with Oregon Budget Law requirements.

RECOMMENDATION

The Budget Committee recommends the Board adopt Resolution No. 2025-07, thereby adopting the FY2025-26 Budget and imposing and categorizing property taxes. Please see [Attachment C](#) for the Budget Committee Chair Recommendation.

PROPOSED MOTION

I move the Board adopt Resolution No. 2025-07 to adopt the FY2025-26 Budget, making appropriations, and imposing and categorizing taxes.



Resolution No. 2025-07

Adopt the Fiscal Year 2025-2026 Budget for Salem Area Mass Transit District

BE IT RESOLVED that the Board of Directors of Salem Area Mass Transit District, hereafter referred to as "District," hereby adopts the budget for fiscal year 2025-2026 in the total amount of \$154,668,019; now on file at the District Administration Office, 555 Court St. NE Suite 5230, Salem, OR 97301.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated:

General Fund	
General Manager/Board/Sustainability	\$ 1,119,302
Deputy General Manager	3,934,525
Human Resources and Labor Relations	1,291,903
Finance	1,580,934
Communications	2,013,230
Operations	32,223,493
Planning & Development	1,475,479
Safety & Security	3,065,102
Unallocated - General Administration	1,849,439
Transfers	8,758,658
Contingency	1,500,000
Total	\$ 58,812,065

Transportation Programs Fund	
General Manager/Board/SIPM	\$ 1,948,114
Communication	127,206
Operations	10,479,811
Planning & Development	771,968
Total	\$ 13,327,099

Capital Project Fund	
Deputy General Manager	\$ 9,390,040
Operations	28,633,803
Planning & Development	2,100,924
Total	\$ 40,124,767

Total Appropriations, All Funds	\$ 112,263,931
Total Unappropriated and Reserve Amounts, All Funds	\$ 42,404,088

TOTAL APPROVED BUDGET \$ 154,668,019

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors of the District hereby imposes the taxes provided for in the adopted budget at the rate of \$.7609 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for the tax year 2025-2026 upon assessed value of all taxable property within the district as follows:

General Government Limitation
Permanent Rate Tax: \$.7609/\$1,000

Excluded from Limitation
\$0.00

The above resolution statements were approved and declared adopted on this 26th day of June 2025.

ATTEST:

Maria Hinojos Pressey, Board President

Kirra Pressey, Clerk of the Board



APPROVED BUDGET

SALEM AREA MASS TRANSIT DISTRICT
FISCAL YEAR
2025-2026



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Budget Committee Guidelines

Prior to the Budget Committee meeting, the Budget Committee **MAY**:

- Receive information on the District
- Receive information on the budget document format
- Discuss current or prior year budgets

Prior to the Budget Committee meeting, the Budget Committee **MAY NOT**:

- Discuss revenue estimates
- Discuss proposed expenditures
- Discuss whether to fund a program or activity

Overview of District's Financial Structure

Revenues can be classified as either unrestricted and restricted:

- Unrestricted revenues may be used for operations, preventive maintenance, administration, and other District programs and activities. Examples include property taxes, Oregon State in-Lieu (state-paid payroll tax on its employees), and general fund fares.
- Restricted revenues must be used for the specific program or project for which they were intended. This includes passenger fares collected through programs such as Cherriots LIFT.

Funds

The District has three funds:

- The General Fund is the main operating fund and includes all transactions not accounted for in a restricted fund.
- The Capital Programs Fund is a special fund to record revenues and expenses relating to the District's engineering, construction, facility improvements, purchases of rolling stock, or other major capital acquisitions.
- The Transportation Programs Fund is used to segregate purchased transportation programs, including Cherriots Regional, Cherriots LIFT, and Cherriots Shop & Ride.

In Summary

Three Budget Committee meetings are scheduled; however, the budget may be approved at the first meeting. Following Budget Committee approval, a public hearing is scheduled, with final adoption anticipated at the June meeting of the Board of Directors.

Thank you for your time!

SALEM AREA MASS TRANSIT DISTRICT

DISTRICT-WIDE ORGANIZATIONAL CHART

Board of Directors



Maria Hinojos Pressey
She/Her/Ella
President
Subdistrict 4



Joaquín Lara Midkiff
He/Him
Director
Subdistrict 1



Ramiro Navaro Jr.
He/Him/Él
Director
Subdistrict 2



Sadie Carney
She/Her
Treasurer
Subdistrict 3



Ian Davidson
He/Him
Vice-President
Subdistrict 5



Sara Duncan
She/They
Secretary
Subdistrict 6



Bill Holmstrom
He/Him
Director
Subdistrict 7



Allan Pollock
General Manager

- Strategic Initiatives
- Government Relations



David Trimble
Deputy General Manager

- Project Administration
- Procurement/Contracts
- IT Operations



Vacant
Chief Communications Officer

- Marketing & Communications
- Customer Service
- Travel Training
- Transit Hosts



Denise LaRue
Chief Financial Officer

- Accounting
- Business Services
- Grants



Jaél Rose
Chief Employee & Labor Relations Officer

- Human Resources
- Reception



Tom Dietz
Chief Operations Officer

- Transportation
- Vehicle Maintenance
- Facilities
- Maintenance
- Contracted Services
- Cherriots Call Center
- ADA Eligibility



Shofi Ull Azum
Chief Planning & Development Officer

- Service Planning
- Major Capital Projects
- Commuter Options
- Microtransit
- Micromobility



Cliff Carpentier
Chief Safety Officer

- Security & Emergency Management
- Safety
- Risk Management



Salem Area Mass Transit District BUDGET COMMITTEE ROSTER

Subdistrict: Board Member:

- 1 Joaquín Lara Midkiff**
Term Expires: 6/30/2027*
- 2 Ramiro Navarro Jr.**
Term Expires: 6/30/2029
- 3 Sadie K. Carney**
Term Expires: 6/30/2027
- 4 Maria Hinojos Pressey**
Term Expires: 6/30/2029
- 5 Ian Davidson**
Term Expires: 6/30/2027
- 6 Sara Duncan**
Term Expires: 6/30/2029
- 7 Bill Holmstrom**
Term Expires: 6/30/2027

Community Member:

- Nick Fortey**
Appointed: 4/27/2023 Expires: 6/30/2025*
- Andrew Hickey**
Appointed: 12/17/2020 Expires: 6/30/2027
- Kathy Lincoln**
Appointed: 12/17/2020 Expires: 6/30/2025
- Marie Greene**
Appointed: 3/23/2023 Expires: 6/30/2027
- Carl F. Garner**
Appointed: 12/12/2019 Expires: 6/30/2025
- Ashley Carson**
Appointed: 10/26/2023 Expires: 6/30/2026
- Sheronne Blasi**
Appointed: 10/26/2023 Expires: 6/30/2026

Budget Officer

Allan Pollock, General Manager / CEO
Phone: (503) 588-2424 | (503) 566-3933
Email: allan.pollock@cherriotics.org

Denise LaRue, Chief Financial Officer
Phone: (503) 588-2424 | (503) 361-7542
Email: denise.larue@cherriotics.org

Budget Committee Email: publictestimony@cherriotics.org * *Unexpired Term*



AGENDA





SALEM AREA MASS TRANSIT DISTRICT
BUDGET ADVISORY COMMITTEE AGENDA PACKET

Tuesday, May 6, 2025 at 5:30 p.m.

Directors: Joaquín Lara Midkiff | Ramiro Navarro Jr. | Sadie Carney | Maria Hinojos Pressey |
Ian Davidson | Sara Duncan | Bill Holmstrom
Members: Nick Fortey | Andrew Hickey | Kathy Lincoln | Marie Greene | Carl F. Garner |
Ashley Carson Cottingham | Sheronne Blasi

Available meeting formats:

In Person (Directors, Members, & Staff Only): Senator Hearing Room, 555 Court Street NE, Salem, Oregon 97301

Zoom Gov: Meeting ID: 160 835 6612 **Passcode:** 167555

Link: <https://cherriots-org.zoomgov.com/j/1608356612?pwd=Yf4cNk0BIDrCN6JdlFGpNlcys335F4.1>

One Tap Mobile: +16692545252,,1608356612#,,,,*167555#

Landline Phone: +1 669 254 5252

Public Comment: Community members may provide comments on budget-related matters during the meeting, with a three-minute time limit per speaker. Comments can be submitted in writing, by email, in person, or via ZoomGov. Written comments and signups must be received by 5:00 P.M. on May 5, 2025.

Email: publictestimony@cherriots.org

Mail: Attn: District Budget Advisory Committee, 555 Court St. NE, Suite 5230, Salem, OR 97301

Zoom: Email kirra.pressesey@cherriots.org to sign up.

Closed Captioning (CC): ZoomGov's live streaming platform offers Closed Captioning (CC) to enhance viewer participation, though translations may not always be accurate.

Alternative Formats: ASL services and alternate formats for individuals with limited English proficiency are available with 48 hours' notice. Requests can be made by contacting the Clerk at 503-588-2424 or through TTY via Oregon Relay Services at 1-800-735-2900 (or 711). Office hours are Monday-Friday, 8:00 AM to 5:00 PM.

Electronic Copies: Agenda packets are available at <https://www.cherriots.org/meetings/>.

Email Distribution List: To join the District's public meeting distribution list, email the Clerk of the Board at publictestimony@cherriots.org.



Formatos de reunión disponibles:

En persona: Senator Hearing Room, 555 Court Street NE, Salem, Oregon 97301

Zoom Gov: Meeting ID: 160 835 6612 **Código de acceso:** 167555

Link: <https://cherrriots-org.zoomgov.com/j/1608356612?pwd=Yf4cNk0BIDrCN6JdIFGpNlcys335F4.1>

One Tap Mobile: +14154494000,,1608356612#,,,,*167555#

Teléfono fijo: +1 415 449 4000

Comentarios del público: Los miembros de la comunidad pueden hacer comentarios sobre asuntos relacionados con el presupuesto durante la reunión, con un límite de tiempo de tres minutos por orador. Los comentarios pueden presentarse por escrito, por correo electrónico, en persona o a través de ZoomGov. Los comentarios por escrito y las inscripciones deben recibirse antes de las 17:00 horas del 5 de mayo de 2025.

Correo electrónico: publictestimony@cherrriots.org

Correo postal: Attn: District Budget Advisory Committee, 555 Court St. NE, Suite 5230, Salem, OR 97301

Zoom: Email kirra.pressey@cherrriots.org para inscribirse.

Subtítulos (CC): La plataforma de retransmisión en directo de ZoomGov ofrece subtítulos (CC) para mejorar la participación de los espectadores, aunque es posible que las traducciones no siempre sean precisas.

Formatos alternativos: Los servicios de ASL y formatos alternativos para personas con dominio limitado del inglés están disponibles con 48 horas de antelación. Las solicitudes se pueden hacer poniéndose en contacto con el Secretario en el 503-588-2424 o a través de TTY a través de Oregon Relay Services en el 1-800-735-2900 (o 711). El horario de oficina es de lunes a viernes, de 8 de la mañana a 5 de la tarde.

Copias electrónicas: Los paquetes del orden del día están disponibles en <https://www.cherrriots.org/meetings/>.

Lista de distribución por correo electrónico: Para inscribirse en la lista de distribución de reuniones públicas del Distrito, envíe un correo electrónico al Secretario de la Junta a publictestimony@cherrriots.org.



AGENDA

1. CALL TO ORDER

- A. Note of Attendance for a Quorum
- B. Safety Minute
- C. Announcements | Changes to Agenda

2. ELECTION OF OFFICERS

- A. Chair
- B. Vice-Chair

3. PUBLIC COMMENT

4. BUDGET MESSAGE

5. DISCUSSION OF THE PROPOSED FY 2026 BUDGET

- A. General Fund
- B. Transportation Programs Fund
- C. Capital Project Fund

6. ACTION ITEM

- A. Approve Minutes
 - i. May 7, 2024 Budget Committee Meeting
- B. Approve the Proposed Budget for the 2025-2026 fiscal year in the amount of \$154,668,019 and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

7. OTHER BUSINESS

8. ADJOURN

NEXT MEETING: MAY 7, 2025, 5:30 p.m. (If Needed)



SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS BUDGET COMMITTEE MEETING
Tuesday, May 7, 2024

Index of Board Actions

<u>Action</u>	<u>Page</u>
Elect Budget Committee Chair	2
Elect Budget Committee Vice-Chair	3
Approve May 2, 2023 Budget Committee Meeting Minutes.....	4
Approve the Proposed Budget for the 2024-25 Fiscal Year	4



**SALEM AREA MASS TRANSIT DISTRICT
BUDGET COMMITTEE MEETING MINUTES**

Tuesday, May 7, 2024 at 5:30 p.m.

ATTENDEES: Chair Kathy Lincoln | Vice-Chair Nick Fortey | Members Andrew Hickey | Ashley Carson Cottingham | Bill Holmstrom | Carl Garner | Ian Davidson | Joaquín Lara Midkiff | Maria Hinojos Pressey | Marie Greene | Sadie Carney | Sara Duncan | Sheronne Blasi

ABSENT: Member Ramiro Navarro Jr.

STAFF: Executive Leadership Team | Senior Leadership Team | Executive Assistants Crisandra Williams | Kirra Pressey

1. CALL TO ORDER

- A. Note of Attendance for a Quorum
Member Lincoln called the meeting to order at 5:30 p.m.
Attendance was noted and a quorum was present.

2. ELECTION OF OFFICERS

- A. Chair
Member Hinojos Pressey nominated Member Lincoln to serve as Chair of the Budget Committee. No other nominations were received.

Action			
Motion:	Move to elect Kathy Lincoln as Budget Committee Chair.		
Motion by:	Member Maria Hinojos Pressey	Second:	Member Sara Duncan
Vote			
Aye:	Members: Andrew Hickey, Ashley Carson Cottingham, Bill Holmstrom, Carl Garner, Ian Davidson, Joaquín Lara Midkiff, Kathy Lincoln, Maria Hinojos Pressey, Nick Fortey, Marie Greene, Sadie Carney, Sara Duncan, Sheronne Blasi		
Motion passes unanimously 13-0			



B. Vice-Chair

Member Duncan nominated Member Fortey to serve as Vice-Chair of the Budget Committee. No other nominations were received.

Action			
Motion:	Move to elect Nick Fortey as Budget Committee Vice-Chair.		
Motion by:	Member Ian Davidson	Second:	Member Sara Duncan
Vote			
Aye:	Members: Andrew Hickey, Ashley Carson Cottingham, Bill Holmstrom, Carl Garner, Ian Davidson, Joaquín Lara Midkiff, Kathy Lincoln, Maria Hinojos Pressey, Nick Fortey, Marie Greene, Sadie Carney, Sara Duncan, Sheronne Blasi		
Motion passes unanimously 13-0			

3. **ANNOUNCEMENTS**

At the request of Chair Lincoln, members of the Budget Committee and District staff introduced themselves

4. **BUDGET MESSAGE**

Presenter: GM Pollock

Proposed Budget: Pg. 16-33

GM Pollock provided a brief overview of FY2024 projects, including key successes and challenges. He also discussed upcoming projects and anticipated staffing changes for FY2025, contingent upon approval of the proposed budget.

5. **PUBLIC COMMENT** – None

6. **DISCUSSION OF THE PROPOSED FY2025 BUDGET**

A. General Fund

Proposed Budget: Pg. 38-51

B. Transportation Programs Fund

Proposed Budget: Pg. 52-57

C. Capital Project Fund

Proposed Budget: Pg. 58-63

Presenter: CFO LaRue

CFO LaRue outlined three methods by which the District can achieve a balanced budget. She presented District-wide revenues, resources, expenses, and requirements, followed by a breakdown of the General Fund, Transportation Programs Fund, and Capital Projects.



7. ACTION ITEMS

A. Approve Minutes from May 2, 2023 Budget Committee Meeting.

Action			
Motion:	Move to approve the May 2, 2023, Budget Committee Meeting Minutes.		
Motion by:	Member Ian Davidson	Second:	Member Carl Garner
Vote			
Aye:	Members: Andrew Hickey, Ashley Carson Cottingham, Bill Holmstrom, Carl Garner, Ian Davidson, Joaquín Lara Midkiff, Kathy Lincoln, Maria Hinojos Pressey, Nick Fortey, Marie Greene, Sadie Carney, Sara Duncan, Sheronne Blasi		
Motion passes unanimously 13-0			

B. Approve the Proposed Budget for the 2024-2025 fiscal year in the amount of \$147,913,847 and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

Action			
Motion:	Move to approve the Proposed Budget for the 2024-2025 fiscal year in the amount of \$147,913,847 and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.		
Motion by:	Member Ashley Carson Cottingham	Second:	Member Joaquín Lara Midkiff
Vote			
Aye:	Members: Andrew Hickey, Ashley Carson Cottingham, Bill Holmstrom, Carl Garner, Ian Davidson, Joaquín Lara Midkiff, Kathy Lincoln, Maria Hinojos Pressey, Nick Fortey, Marie Greene, Sadie Carney, Sara Duncan, Sheronne Blasi		
Motion passes unanimously 13-0			



8. OTHER BUSINESS

9. ADJOURN

Chair Lincoln adjourned the meeting at 7:44 p.m.

Respectfully Submitted

A handwritten signature in black ink that reads 'Kathy Lincoln'.

Kathy Lincoln, Budget Committee Chair



BUDGET MESSAGE





BUDGET MESSAGE

To: Salem Area Mass Transit District Budget Committee
From: Allan Pollock, General Manager
Date: May 6, 2025
Subject: Fiscal Year (FY) 2026 Budget Message

I am pleased to present the FY2026 Proposed Budget for your review. The budget outlines resources and requirements necessary for the District to maintain existing essential service levels. From a return-on-investment perspective, I shared last year that Cherriots Local service surpassed 3 million rides in calendar year 2023 for the first time since 2019, and marked the second highest ridership year since 2015. This year, I have even better news: in calendar year 2024, Cherriots Local service surpassed 3.3 million rides, making it the highest ridership year since 2014.

Before I discuss the FY2026 Proposed Budget, I will first share key highlights from the fiscal current year.

FY2025 in Review

The District continued to provide enhanced service, made possible by funding from the Statewide Transportation Improvement Fund (STIF). In last year's budget message, I discussed that like many local governments that rely on property tax revenue, the District is facing unprecedented and sustained inflation, which continues to grow faster than our revenue. At that time, I projected the need to draw from reserves to cover higher-than-anticipated expenses. As expected, in FY2025, we anticipate utilizing approximately \$1.6 million (1.7% of budget) to support District-wide expenses. We are also projecting the need to draw from reserves again in FY2026.

FY2025 was a year of significant accomplishments for the District. Highlights include:

- Completion of the environmental review for the South Salem Transit Center, which is currently in the land acquisition phase of the project;
- The implementation of battery-electric bus service on Route 11, designated the Electric Corridor;
- Completion of the Intelligent Transportation Systems project and introduction of Real-Time Passenger Information;
- Initiation of the Climate Action Plan development;

- For the third consecutive year, the District received community value and customer satisfaction scores well above the national average;
- Higher commitment to safety and security, including the establishment of a new Chief Safety Officer;
- Significant growth in electronic fare payment systems (UMO) user accounts; and
- Sustained growth in the vanpool program.

The Oregon Legislature has been holding conversations about a potential state transportation package for the 2025 legislative session. In conjunction with the Oregon Transit Association (OTA), the District is working on the transit component of any resulting package.

Last month the Joint Committee on Transportation introduced the Oregon Transportation Reinvestment Package (TRIP) 2025 – Starting Point document. Included in the package is a proposal to increase the STIF revenue source, the employee payroll tax, from 0.1% to 0.18%. The OTA is working with the Committee on finalization of the package. The OTA seeks a larger increase to the STIF with gradual increases over the next several biennia. Member agencies of the OTA are concerned that the growth of the STIF by only 0.08% will not keep pace with the rate of expense growth and will require transit providers to reduce service levels to balance budgets in the coming years.

FY2026 Preview

The focus in FY2026 is to strengthen existing service and complete projects. From a service level perspective there are no major service enhancements scheduled for the upcoming fiscal year. The annual revenue hours budgeted for this year include 1,004 unallocated hours reserved for unforeseen route maintenance. Additionally, all holiday service is budgeted to operate at Saturday service levels. The planned revenue hours for Local and Regional are shown below.

Service Type	Revenue Hours - Local	Revenue Hours - Regional
Weekday	188,175	24,128
Saturday	19,753	1,935
Sunday	10,696	0
Holiday	2,660	0
Route Maintenance	1,004	0
Total	222,288	26,063

The District has significantly increased service levels over the last several years as a result of the STIF. As part of this year’s budget, the District is conducting a Comprehensive Operational Analysis (COA) of its service. This is an extremely important project as it will analyze service to evaluate how each route is performing. As a result, the District will be able to identify modifications to service to increase effectiveness and efficiency with limited resources. It will also identify unmet needs and provide recommendations for future service implementation.

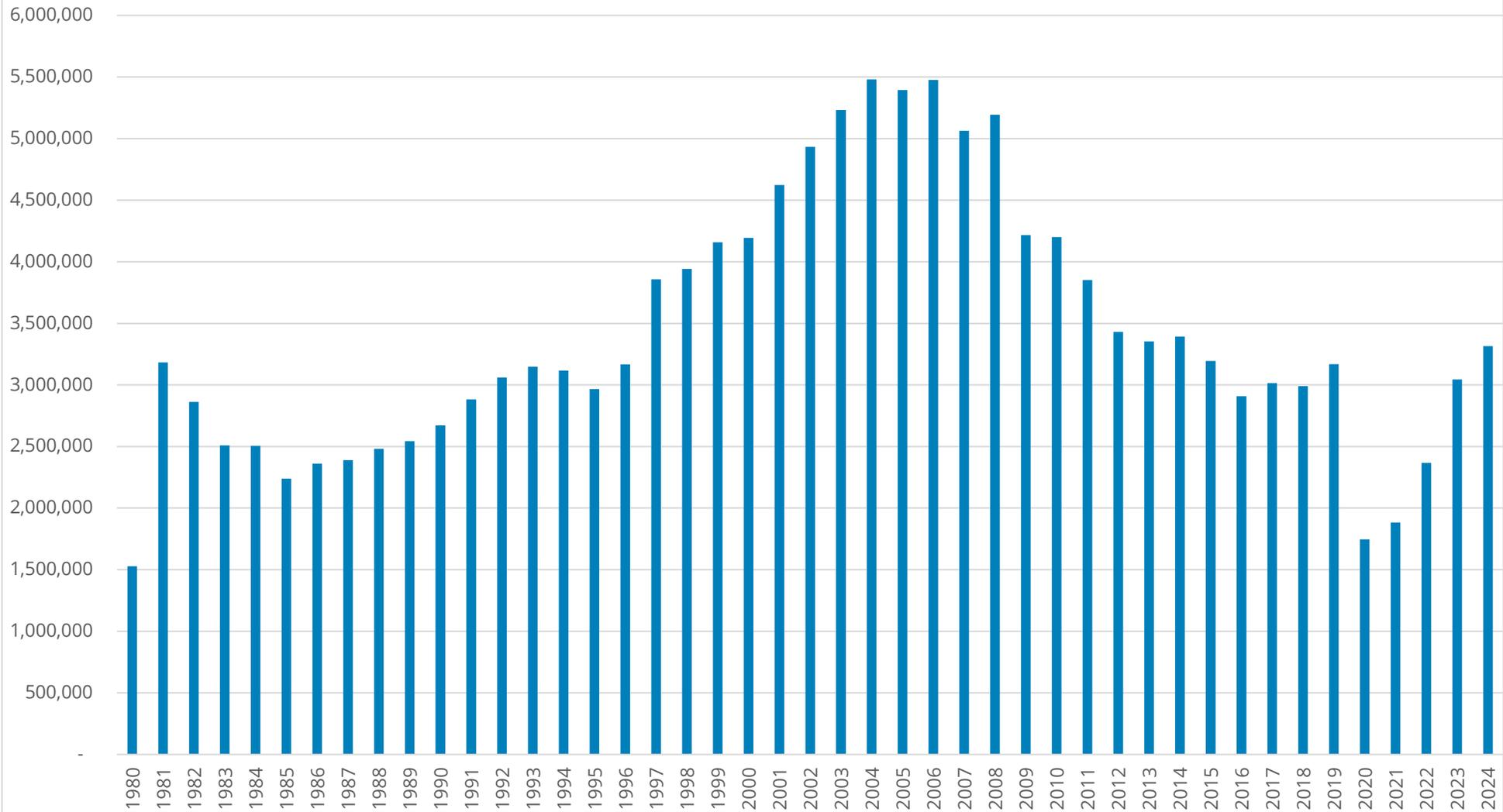
While a major focus will be on the COA, there are still significant capital and operating projects that are included in the FY2026 Proposed Budget. Listed below are some of the major projects:

- South Salem Transit Center – land acquisition and preliminary design and engineering;
- Safety and Security:
 - Conduct a Risk Vulnerability Assessment as part of the Agency Safety Plan;
 - Institutionalize the Safety Management System;
 - Improve cybersecurity posture; and
 - Implement fence and security upgrades at the Del Webb Operations and Maintenance Facility.
- Transit Signal Priority;
- Bus replacement – paratransit;
- Service enhancement outreach;
- Increase transition of cash customers to the electronic payment system (UMO);
- Micromobility Study;
- Full deployment of battery electric buses; and
- Increase participation in professional development programs (e.g., mentoring, emerging leaders, technical skills development).

Ridership

As I mentioned earlier, in calendar year 2024, Cherriots Local provided over 3.3 million rides, an 8.7% increase over 2023. This was the highest annual ridership since calendar year 2014. Below is a graph of historical Cherriots Local ridership.

Salem Area Mass Transit District Historical Calendar Year Local Ridership



Personnel Services

To ensure service delivery and project management, the FY2026 Proposed Budget includes the following staffing changes:

Additions:

- Procurement Administrator
- Systems Administrator
- Increasing Administrative Assistant – Maintenance from part-time to full-time

Deletions:

- Procurement/Contracts Manager
- Chief Information Officer
- Commuter Options Coordinator

The existing collective bargaining agreement expires June 30, 2025. Contract negotiations are currently underway and are expected to reach an agreement later this summer. The existing budget honors the provisions of the current contract and funds are set aside in the budget for compensation increases. If the agreement costs for the first year exceed the amount set aside, the District will likely have to bring a budget amendment forward at the time of contract approval.

The District moved to a merit-based performance management system for non-represented employees in FY2025. This moved the performance evaluation process to the spring, with all non-represented employees receiving their evaluation in May as opposed to their career service month. It also eliminated an annual cost-of-living adjustment (COLA) and fixed step increase for satisfactory performance. The new system allows for a range of merit increases, based on performance, with a COLA integrated into the range.

Strategic Plan

In FY2026, the District will continue to focus on the four success outcomes of the plan: Community Value, Customer Satisfaction, Culture of Ownership, and Financial Sustainability. In FY2026, we will revise the look of the document by decoupling the guiding elements of the plan with the annual Work Plan. The Strategic Plan is designed to be a multi-year guiding document centered on our guiding principles and success outcomes. In contrast, the Work Plan outlines the organizational and divisional goals specific to each fiscal year, with each year's plan building upon the accomplishments of the previous one.

The Strategic Plan was developed and adopted by the Board in 2022. A refresh of the plan is anticipated in FY2027.

Conclusion

The FY2026 Proposed Budget identifies the resources and requirements to implement a full year of service, as approved by the Board.

The Proposed Budget also continues to advance our Capital Investment Plan.

I would like to thank the Board of Directors, Budget Committee Community Members, and the District staff for the commitment they have made to this community. The District is preparing for a strong future and entering a new era of service, utilizing technology to improve the customer experience.

I recommend the Budget Committee approve the FY2026 Proposed Budget.



STRATEGIC PLAN



FISCAL YEAR 2026 ORGANIZATIONAL GOALS

COMMUNITY VALUE



- Climate Action Plan Implementation
- Implement Creating Community Connections Project

CULTURE OF OWNERSHIP



- Cultivate and Nurture an Inspired and High-Performing Workforce
- Employee Resource Planning Tools Implementation
- Internal Cherriots Committee Alignment

CUSTOMER SATISFACTION



- Enhancement of External Technology
- Evaluation of Safety and Security Systems

FINANCIAL SUSTAINABILITY



- Establish District Financial Policies
- Strategic Grant and Funding Framework for Capital Investment Plan



BUDGET PRESENTATION

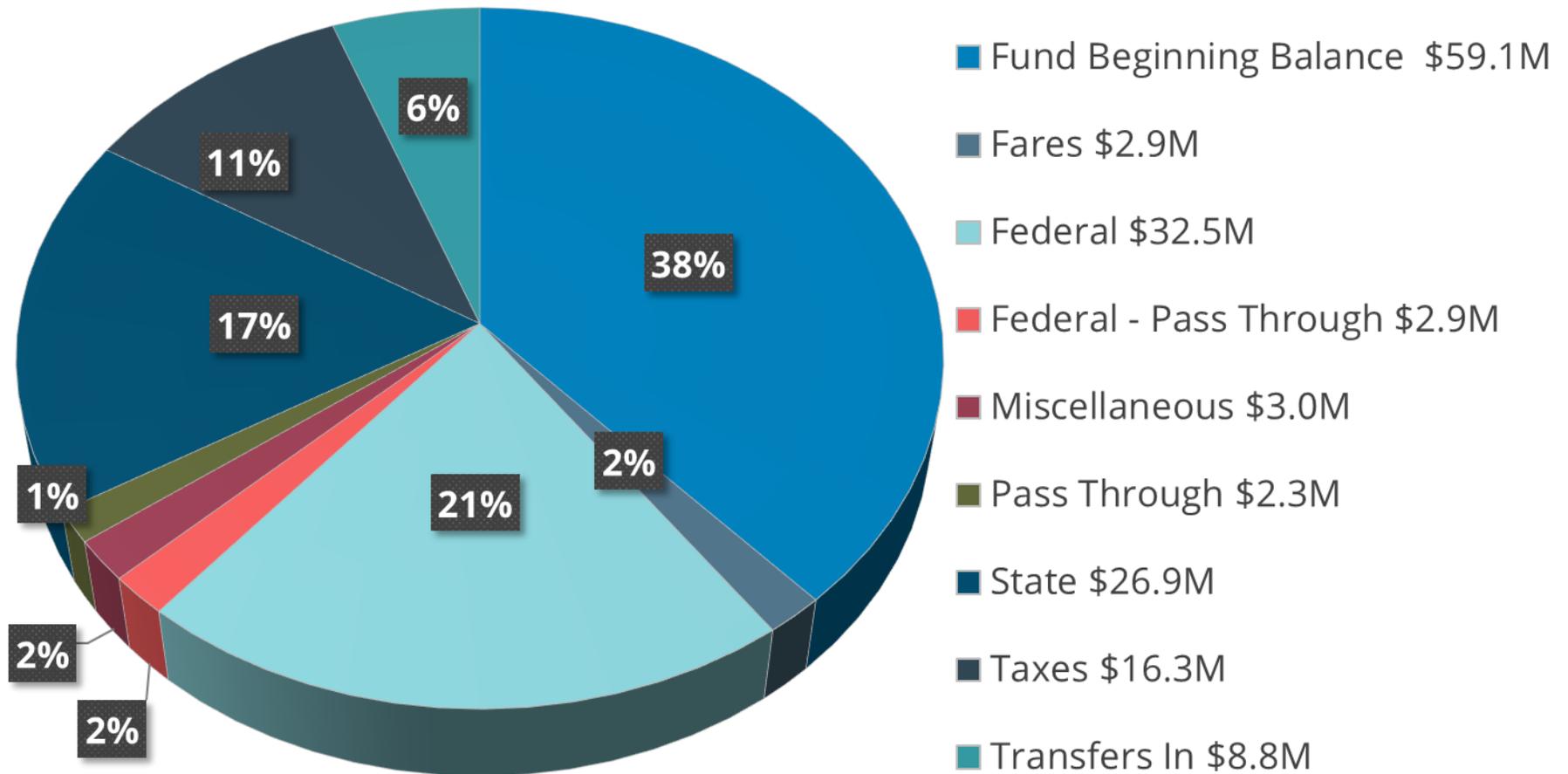




TOTAL RESOURCES, REQUIREMENTS, AND RESERVES

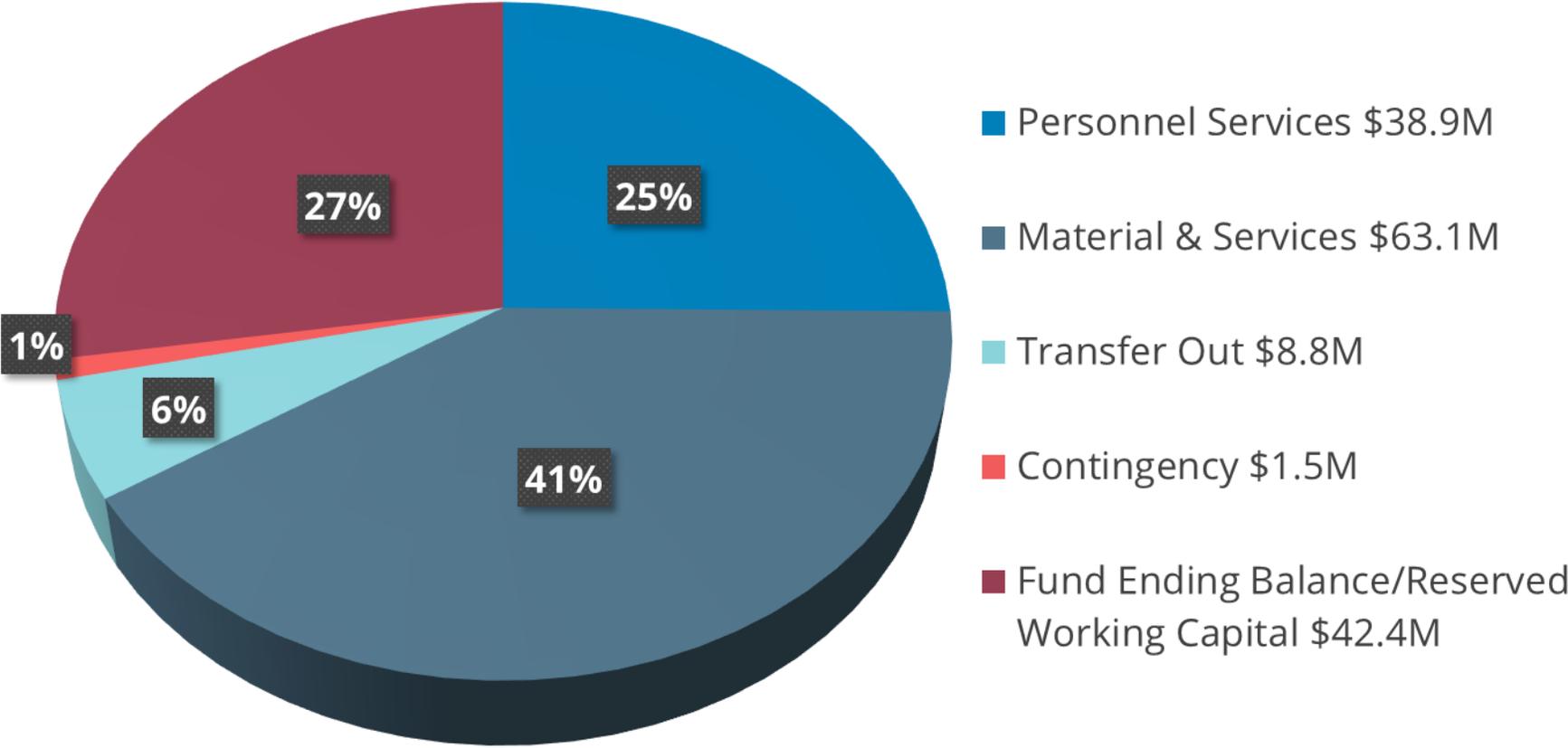


District-Wide Financial Resources \$154.7M

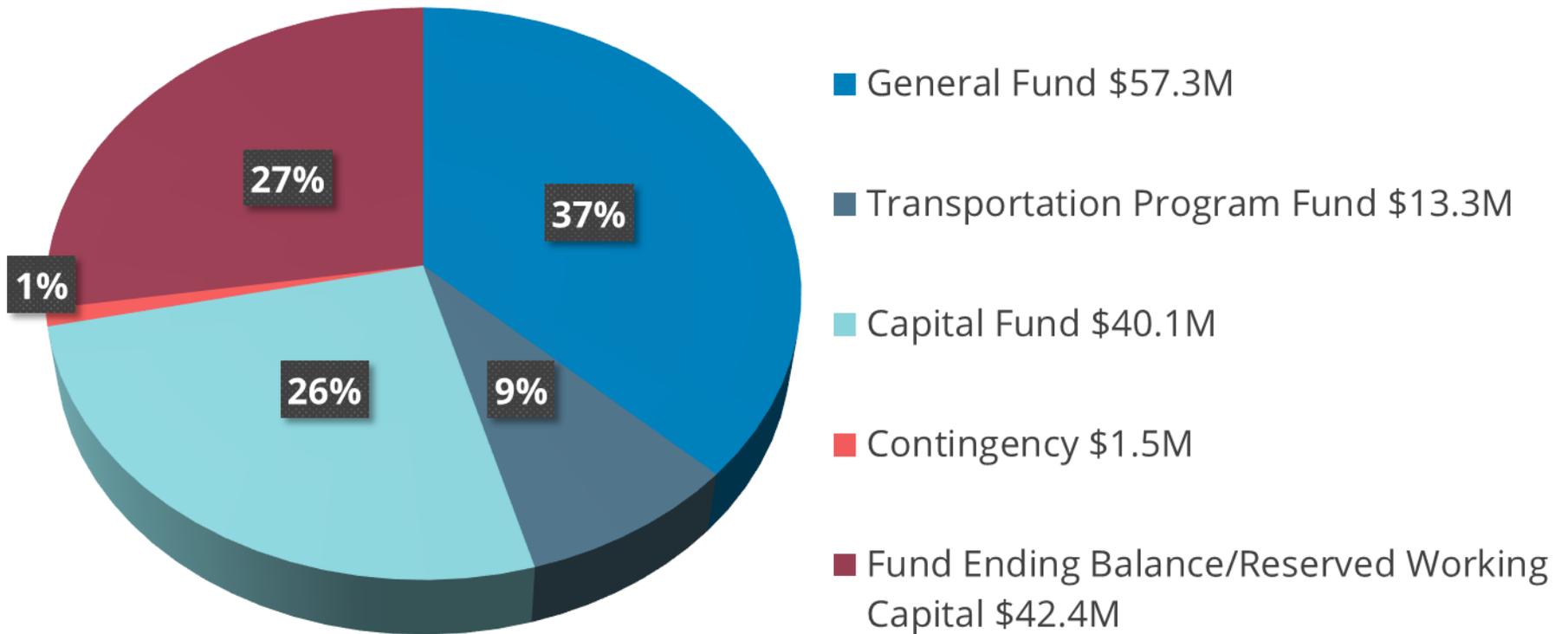


District-Wide Financial Requirements

\$154.7M



District-Wide Financial Requirements by Fund \$154.7M



Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
District-Wide Financial Summary

Revenues & Requirement Categories		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26
		Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget
Financial Resources						
1	Fares	\$ 2,466,510	\$ 2,634,823	\$ 2,713,527	\$ 2,297,608	\$ 2,893,710
2	Federal	26,504,663	17,384,930	7,629,754	30,648,667	32,527,566
3	Federal - Pass Through	1,608,033	1,161,747	1,411,881	2,607,530	2,913,214
4	Miscellaneous	2,071,730	3,159,613	3,021,006	3,115,840	2,972,457
5	Pass Through	1,613,908	1,985,040	1,924,769	2,200,527	2,340,779
6	State	16,611,222	22,642,136	23,506,187	22,671,605	26,883,608
7	Taxes	14,789,597	15,313,135	15,804,750	16,310,471	16,278,892
8	Transfers In	10,573,385	8,111,888	467,179	12,695,138	8,758,657
9	Financial Resources Total	\$ 76,239,048	\$ 72,393,311	\$ 56,479,054	\$ 92,547,386	\$ 95,568,884
Financial Requirements						
10	Personnel Services	\$ 30,346,725	\$ 33,335,912	\$ 36,121,225	\$ 38,580,994	\$ 38,927,016
11	Material & Services	22,614,517	32,720,880	21,503,713	57,862,055	63,078,257
12	Transfer Out	10,573,385	8,111,889	467,180	12,695,138	8,758,658
13	Contingency	-	-	-	1,500,000	1,500,000
14	Financial Requirements Total	\$ 63,534,627	\$ 74,168,681	\$ 58,092,118	\$ 110,638,187	\$ 112,263,931
15	Surplus (Deficit)	12,704,420	(1,775,370)	(1,613,064)	(18,090,801)	(16,695,047)
Fund Balance						
16	Beginning Balance	\$ 49,783,148	\$ 62,487,569	\$ 60,712,199	\$ 55,028,460	\$ 59,099,135
17	Ending Balance/Reserved Working Capital	62,487,569	60,712,199	59,099,135	36,937,659	42,404,088
18	Change in Balance	12,704,421	(1,775,370)	(1,613,064)	(18,090,801)	(16,695,047)
19	Percent Change	25.5%	-2.8%	-2.7%	-32.9%	-28.2%
20	Total Resources (includes beginning fund balance)	\$ 126,022,196	\$ 134,880,880	\$ 117,191,253	\$ 147,575,846	\$ 154,668,019
21	Total Requirements (includes ending fund balance/reserved working capital)	\$ 126,022,196	\$ 134,880,880	\$ 117,191,253	\$ 147,575,846	\$ 154,668,019

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
District-Wide Resource Summary

Revenue Categories		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget
1	Beginning Fund Balance	\$ 49,783,148	\$ 62,487,569	\$ 60,712,199	\$ 55,028,460	\$ 59,099,135
	Fares					
2	Passenger Fares - Cash	858,725	710,141	687,933	729,935	708,570
3	Passenger Fares - STIF	194,864	576,376	658,071	135,511	776,590
4	Passenger Fares - Passes	1,413,644	830,502	653,783	765,576	673,397
5	Passenger Fares - EFC/UMO Pass	-	527,350	727,818	675,767	749,653
6	Passenger Fares - Commissions	(723)	(9,546)	(14,078)	(9,181)	(14,500)
7	Fares Revenue Total	\$ 2,466,510	\$ 2,634,822	\$ 2,713,527	\$ 2,297,607	\$ 2,893,710
	Federal					
8	Federal STP Funds	2,169,188	768,717	1,256,570	4,158,264	248,881
9	Federal 5310 Funds	357,845	383,312	390,189	390,189	390,189
10	Federal 5311 Funds	809,978	364,912	364,032	337,336	409,166
11	Federal 5303 Thru Cog	120,001	120,000	120,000	120,000	128,984
12	Federal 5339 Funds	1,415,639	8,803,259	827,036	10,489,251	9,891,691
13	FTA TIG REVENUE	-	403	29,281	8,866,000	9,366,000
14	Federal 5307	5,953,186	5,219,515	4,642,646	6,245,162	12,092,655
15	ARPA 5307	15,678,826	1,724,812	-	-	-
16	ARPA 5310	-	-	-	42,465	-
17	Federal Revenue Total	\$ 26,504,663	\$ 17,384,930	\$ 7,629,754	\$ 30,648,667	\$ 32,527,566
	Federal - Pass Through					
18	State 5339 Discretionary Funds	465,144	-	4,000	-	151,328
19	State 5310 Funds	919,377	951,019	878,143	1,657,530	1,713,731
20	5311 Cares Act Through State	-	20,990	73,738	250,000	117,000
21	Rideshare Grant	93,767	1,138	81,000	325,000	325,000
22	TDM Grant	129,745	188,600	375,000	375,000	606,155
23	Federal-Pass Through Revenue Total	\$ 1,608,033	\$ 1,161,747	\$ 1,411,881	\$ 2,607,530	\$ 2,913,214

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
District-Wide Resource Summary

Revenue Categories		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget
24	Miscellaneous	\$ 2,071,730	\$ 3,159,613	\$ 3,021,006	\$ 3,115,840	\$ 2,972,457
	Pass Through					
25	STF Formula - Woodburn	217,000	-	-	-	-
26	STF Formula - Silverton	17,500	-	-	-	-
27	STF Formula - WV Hospital	22,148	-	-	-	-
28	STIF Formula - Woodburn	341,050	891,184	807,496	976,609	960,383
29	STIF Formula - Silverton	56,731	219,836	191,649	231,816	25,061
30	Special Transportation Fund	741,160	-	-	-	-
31	STIF Formula - WVH	-	24,544	25,624	30,976	24,544
32	Other Pass Through Funds	218,319	849,476	900,000	961,126	975,000
33	STIF Formula - Monmouth	-	-	-	-	355,791
34	Pass Through Revenue Total	\$ 1,613,908	\$ 1,985,040	\$ 1,924,769	\$ 2,200,527	\$ 2,340,779
	State					
35	DD53 Revenues	765,427	1,360,308	1,118,954	1,220,000	1,152,522
36	State DAS Funds	-	970,000	-	605,156	905,156
37	State STIF Formula Funds	6,599,469	9,695,782	11,645,991	11,654,971	10,535,474
38	State STIF Discretionary Funds	151,702	547,097	47,797	691,478	3,276,208
39	Oregon State In-Lieu	9,094,624	10,068,949	10,693,445	8,500,000	11,014,248
40	State Revenue Total	\$ 16,611,222	\$ 22,642,136	\$ 23,506,187	\$ 22,671,605	\$ 26,883,608
41	Taxes	\$ 14,789,597	\$ 15,313,135	\$ 15,804,750	\$ 16,310,471	\$ 16,278,892
	Transfers In					
42	Transfer In-GF Match Required	10,573,385	8,111,888	467,179	12,695,138	7,028,647
43	Transfer In-GF Cap Res	-	-	-	-	1,666,000
44	Transfer In-GF Asset Reserves	-	-	-	-	64,010
45	Transfer In Revenue Total	\$ 10,573,385	\$ 8,111,888	\$ 467,179	\$ 12,695,138	\$ 8,758,657
46	Total Resources (includes beginning fund balance)	\$ 126,022,196	\$ 134,880,880	\$ 117,191,253	\$ 147,575,846	\$ 154,668,019

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
District-Wide Resource Summary

Revenue Categories		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26
		Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget
General Fund						
1	General Manager/Board of Directors	\$ 992,022	\$ 989,638	\$ 987,676	\$ 1,105,346	\$ 1,119,302
2	Deputy General Manager	2,542,239	2,157,349	1,124,199	1,125,682	3,934,525
3	Human Resources & Labor Relations	1,013,660	1,261,706	1,451,617	1,488,472	1,291,903
4	Finance	1,668,216	1,759,391	1,820,050	2,034,003	1,580,934
5	Technology & Program Management	1,870,598	1,559,089	-	-	-
6	Information Technology & Infrastructure	-	-	1,789,776	2,354,055	-
7	Communication	2,159,817	1,908,275	2,064,560	2,105,223	2,013,230
8	Operations	24,956,631	27,500,951	29,384,915	31,421,459	32,223,493
9	Planning & Development	-	1,374,886	1,065,061	1,274,805	1,475,479
10	Safety & Security	-	-	2,013,327	2,547,140	3,065,102
11	Unallocated General Administration	1,774,712	1,569,345	1,412,547	1,808,432	1,849,439
12	Transfer Out to Transportation Programs Fund	5,017,507	3,657,104	-	4,054,000	2,900,146
13	Transfer Out to Capital	5,555,878	4,454,785	467,180	8,641,138	5,858,512
14	Total General Fund Requirement	\$ 47,551,278	\$ 48,192,519	\$ 43,580,908	\$ 59,959,755	\$ 57,312,065
Transportation Program Fund						
15	General Manager/BOD/SIPM/Sustainability Program					
16	Special Transportation Coordination	\$ 905,914	\$ 1,244,273	\$ 1,526,385	\$ 1,940,651	\$ 1,948,114
17	Total General Manager/BOD/SIPM/Sustainability	\$ 905,914	\$ 1,244,273	\$ 1,526,385	\$ 1,940,651	\$ 1,948,114
18	Communication					
19	TripChoice	\$ 218,398	\$ 196,215	\$ -	\$ -	\$ -
20	Mobility Management	-	-	88,202	105,756	127,206
21	Total Communication	\$ 218,398	\$ 196,215	\$ 88,202	\$ 105,756	\$ 127,206
22	Operations					
23	Cherriots Lift	\$ 4,325,782	\$ 5,841,846	\$ 6,447,188	\$ 6,489,246	\$ 7,001,218
24	Cherriots Shop & Ride	346,622	402,964	383,032	477,468	468,810
25	Cherriots Regional	2,386,683	2,702,433	2,424,315	3,017,668	3,009,783
26	Cherriots Call Center **	4,515	-	-	-	-
27	Mobility Management	109,927	89,228	-	-	-
28	Total Operations	\$ 7,173,529	\$ 9,036,471	\$ 9,254,535	\$ 9,984,382	\$ 10,479,811

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
District-Wide Resource Summary

Revenue Categories		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget
29	Planning & Development					29
30	Commuter Options	\$ -	\$ -	\$ 334,225	\$ 700,000	\$ 771,968 30
31	Total Planning & Development	\$ -	\$ -	\$ 334,225	\$ 700,000	\$ 771,968 31
32	Total Transportation Programs Fund Requirement	\$ 8,297,841	\$ 10,476,959	\$ 11,203,347	\$ 12,730,789	\$ 13,327,099 32
Capital Project Fund						
33	Deputy General Manager	\$ 19,735	\$ 422,872	\$ 102,192	\$ 640,000	\$ 9,390,040 33
34	Finance	350,347	(10,487)	6,938	168,863	- 34
35	Human Resources	-	17,000	-	-	- 35
36	Information Technology & Infrastructure	155,918	853,472	1,620,320	2,513,556	- 36
37	Operations	6,909,322	13,495,745	1,464,130	25,628,186	28,633,803 37
38	Planning & Development	250,185	720,602	114,283	7,497,038	2,100,924 38
39	Total Capital Project Fund Requirement	\$ 7,685,507	\$ 15,499,204	\$ 3,307,863	\$ 36,447,643	\$ 40,124,767 39
40	Contingency	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000 40
41	Ending Fund Balance	62,487,569	60,712,199	59,099,135	36,937,659	42,404,088 41
42	Total Requirements (includes ending fund balance)	\$ 126,022,195	\$ 134,880,880	\$ 117,191,253	\$ 147,575,846	\$ 154,668,019 42



District-Wide Ending Fund Balance Trend

Budgeted Fund/Reserve	Budget FY23	Budget FY24	Budget FY25	Budget FY26
Beginning Reserve Balance	\$ 53,028,037	\$ 53,891,142	\$ 55,028,460	\$ 59,099,135
Ending Reserve Balance	50,011,719	38,354,276	36,937,659	42,404,088
Budgeted Fund/Reserve Increase (Decrease)	\$ (3,016,318)	\$ (15,536,866)	\$ (18,090,801)	\$ (16,695,047)

Actual (Estimate) Fund/Reserve Activity	Actual FY23	Actual FY24	Estimate FY25	FY26
Beginning Reserve/Fund Balance	\$ 49,783,148	\$ 62,487,569	\$ 60,712,199	
Add: Revenues/Resources	76,239,048	72,393,311	56,479,054	
Less: Expenses/Requirements	(63,534,627)	(74,168,681)	(58,092,118)	
Ending Reserve/Fund Balance	\$ 62,487,569	\$ 60,712,199	\$ 59,099,135	
Actual Fund/Reserve Increase (Decrease)	\$ 12,704,421	\$ (1,775,370)	\$ (1,613,064)	

Variance from Budget to Actual	\$ 15,720,739	\$ 13,761,496	\$ 16,477,737
Revenue Variance	\$ (13,018,028)	\$ (7,570,228)	\$ (36,068,332)
Expense Variance			
Personnel Services	2,349,084	2,157,618	2,459,769
General Fund Materials & Services	1,440,311	2,853,869	1,965,302
Transportation Programs Fund Materials & Services	3,872,453	610,536	1,253,261
Capital Projects	19,576,919	14,209,701	33,139,780
Transfers Out	-	-	12,227,958
Contingency	1,500,000	1,500,000	1,500,000
Variance from Budget to Actual	\$ 15,720,739	\$ 13,761,496	\$ 16,477,737



QUESTIONS?

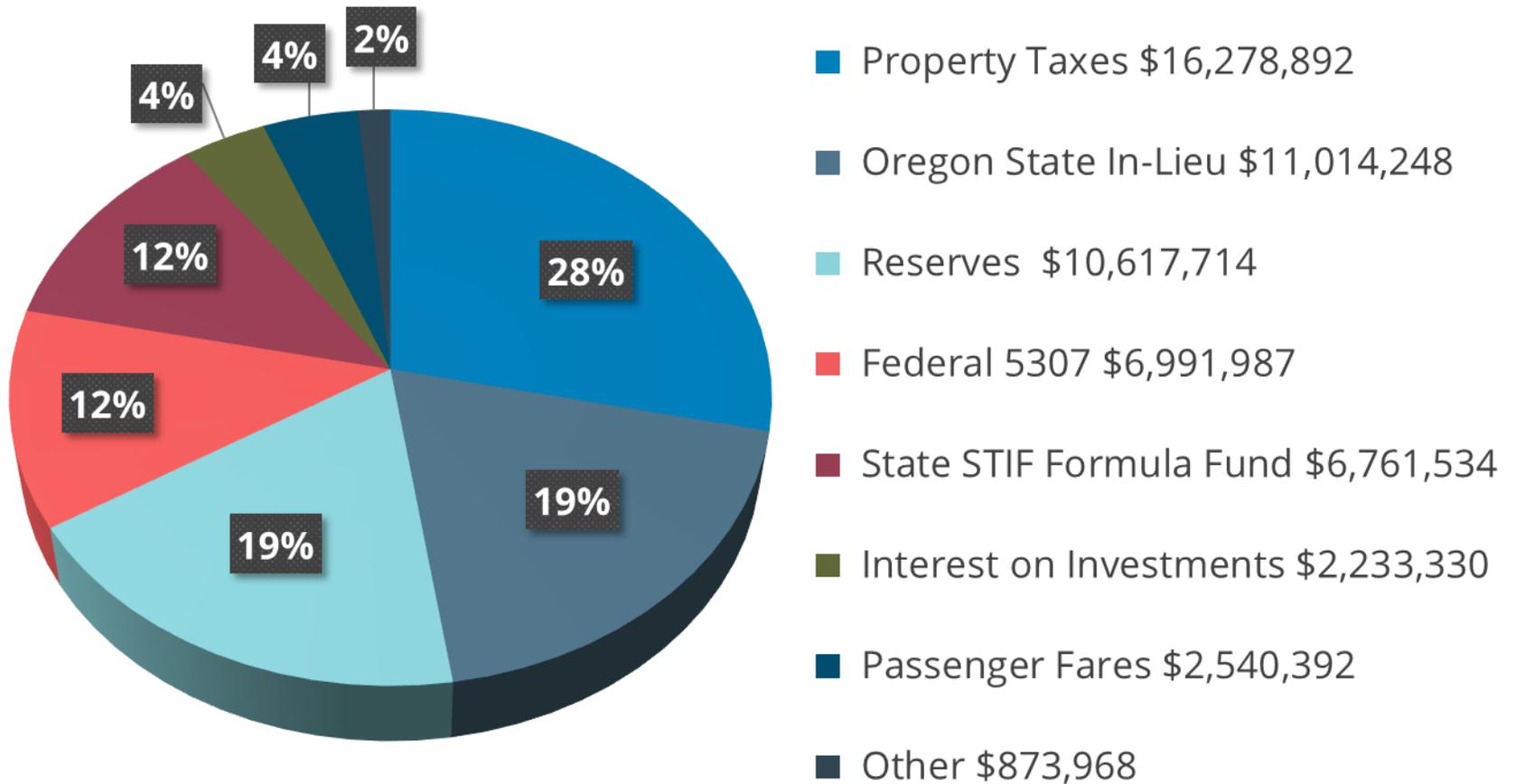




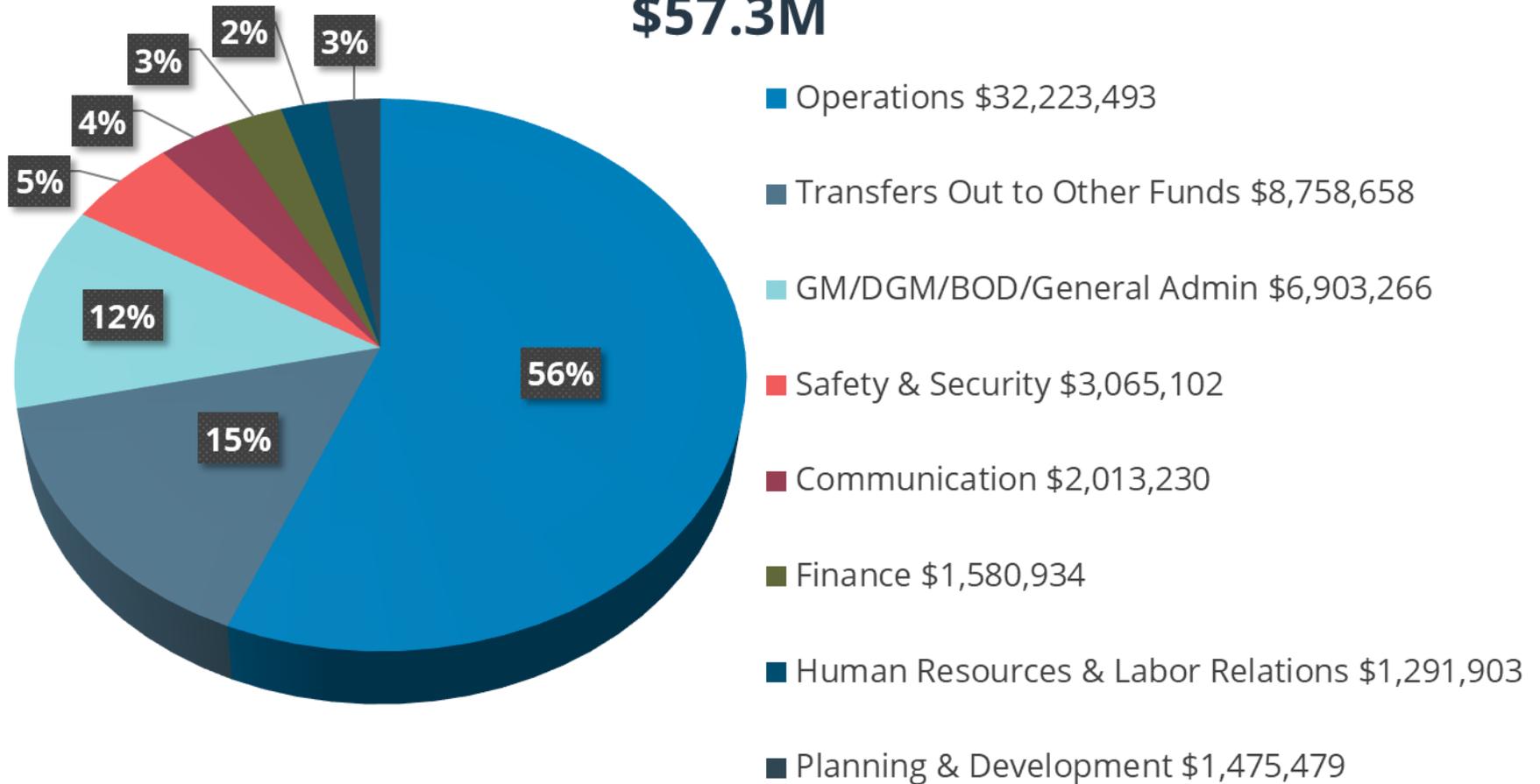
GENERAL FUND



General Fund Resources/Revenues \$57.3M



General Fund Requirements/Expenses \$57.3M



Salem Area Mass Transit District

Approved Budget - Fiscal Year 2025-26

General Fund

Materials and Services	FY2025-26 Approved Budget	Percent of Total	Cumulative Percent
Other Professional & Technical	3,951,759	37.3%	37.3%
Fuel	1,563,500	14.8%	52.1%
Vehicle Maintenance	1,381,250	13.0%	65.1%
Premium for General Liability	586,057	5.5%	70.6%
Software Licensing and Annual Maintenance	490,000	4.6%	75.3%
Other Services	404,500	3.8%	79.1%
Uniforms & Supplies	314,350	3.0%	82.0%
All Other Material, Services & Supplies	1,902,868	18.0%	100.0%
Materials and Services Total	\$ 10,594,284		



QUESTIONS ?

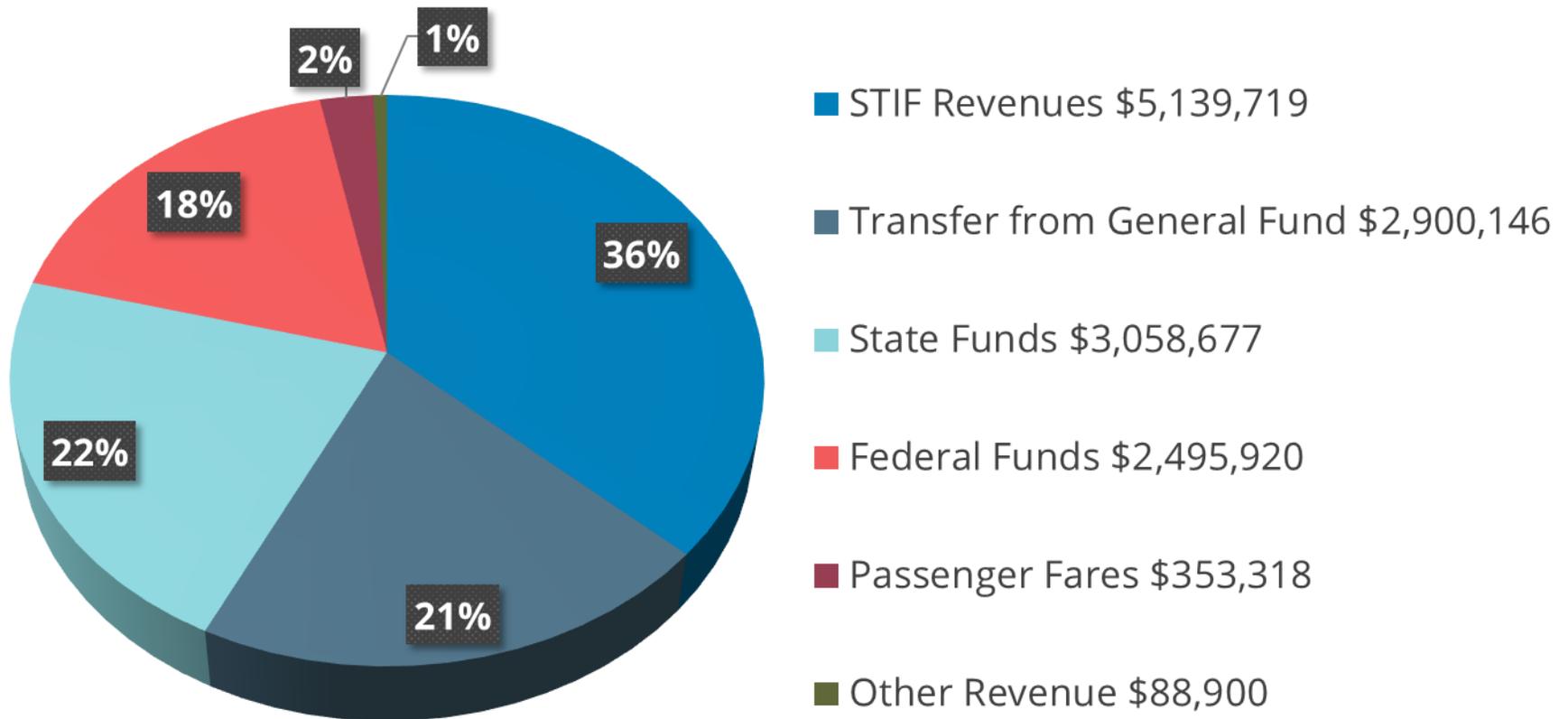




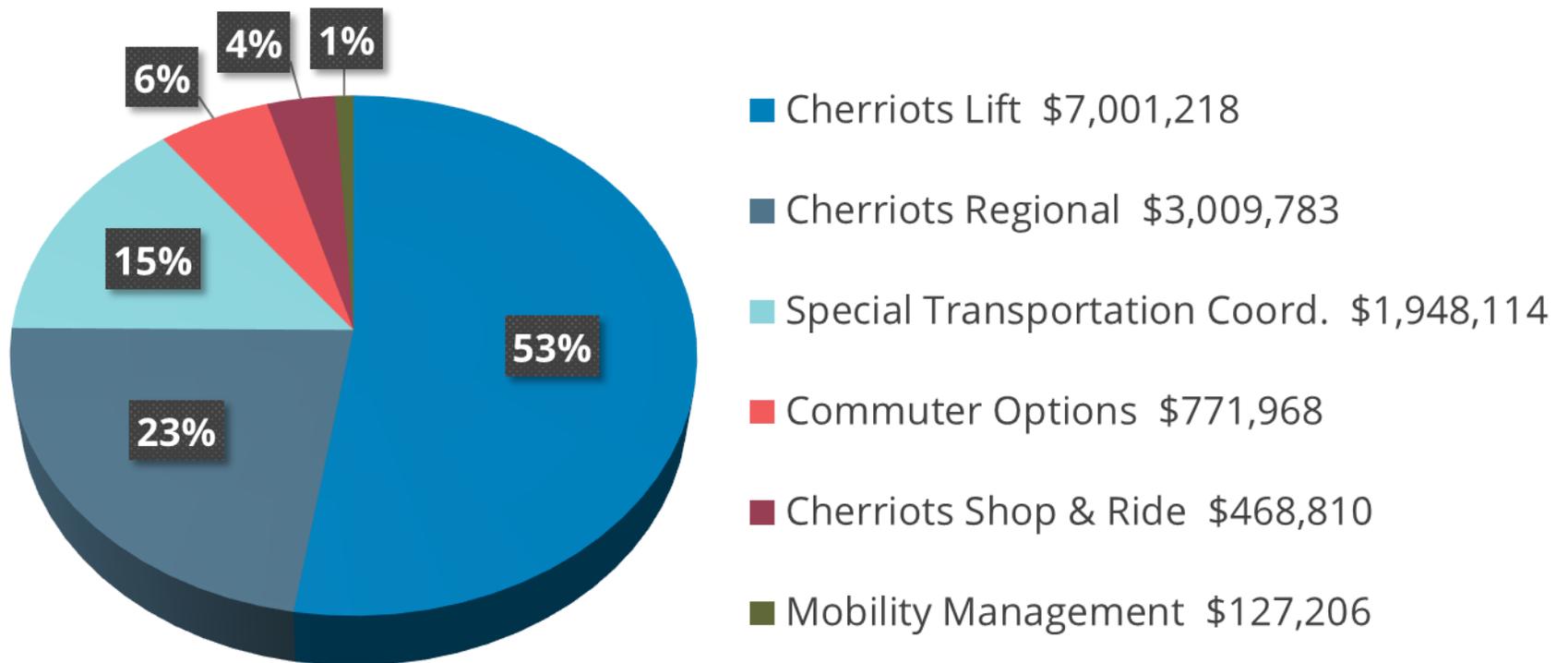
TRANSPORTATION PROGRAMS FUND



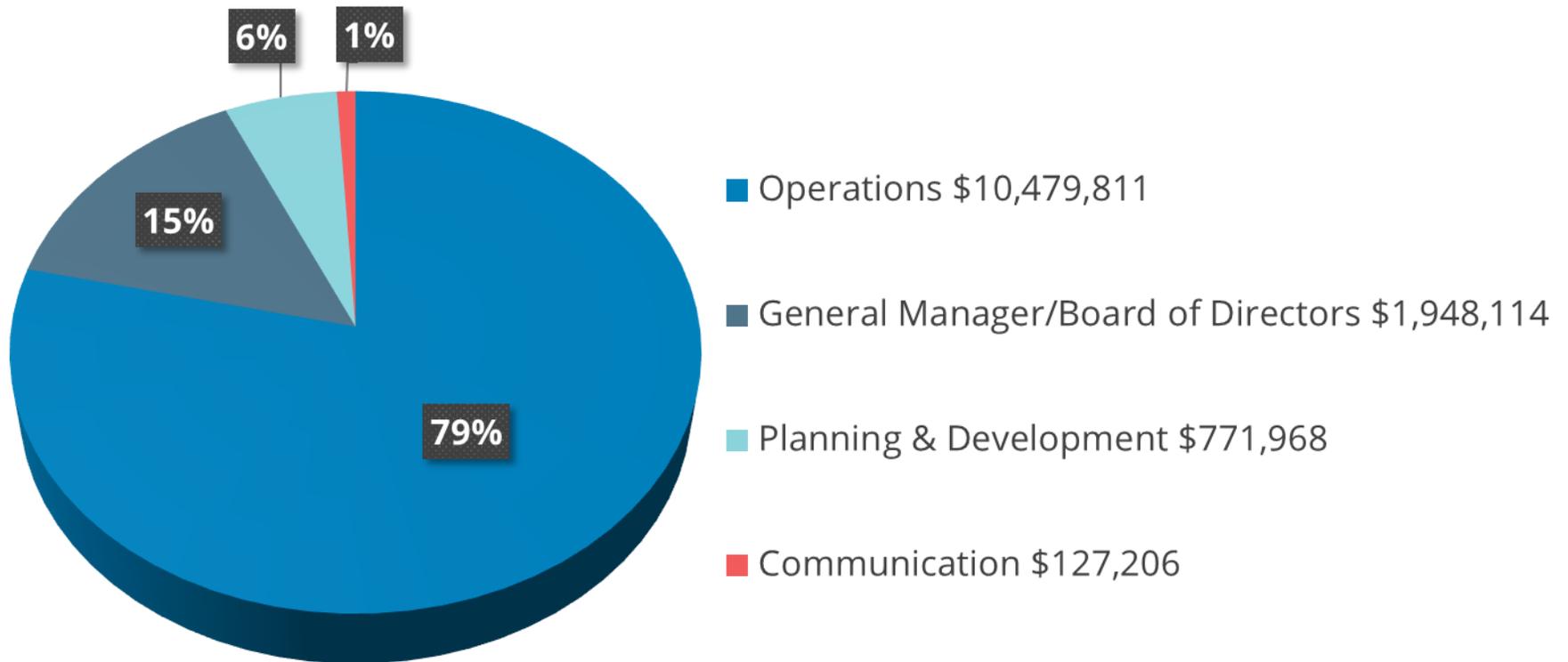
Transportation Programs Fund Resources/Revenues \$14.0M



Transportation Programs Fund Requirements/Expenditures by Program \$13.3M



Transportation Programs Fund Requirements/Expenses \$13.3M



**Salem Area Mass Transit District
 Approved Budget - Fiscal Year 2025-26
 Transportation Program Funds**

Materials and Services	FY2025-26 Approved Budget	Percent of Total	Cumulative Percent
Contract Transportation	7,696,575	73.9%	73.9%
Fuel	715,000	6.9%	80.8%
All Other Material, Services & Supplies	1,999,517	19.2%	100.0%
Materials and Services Total	\$ 10,411,092		



QUESTIONS ?



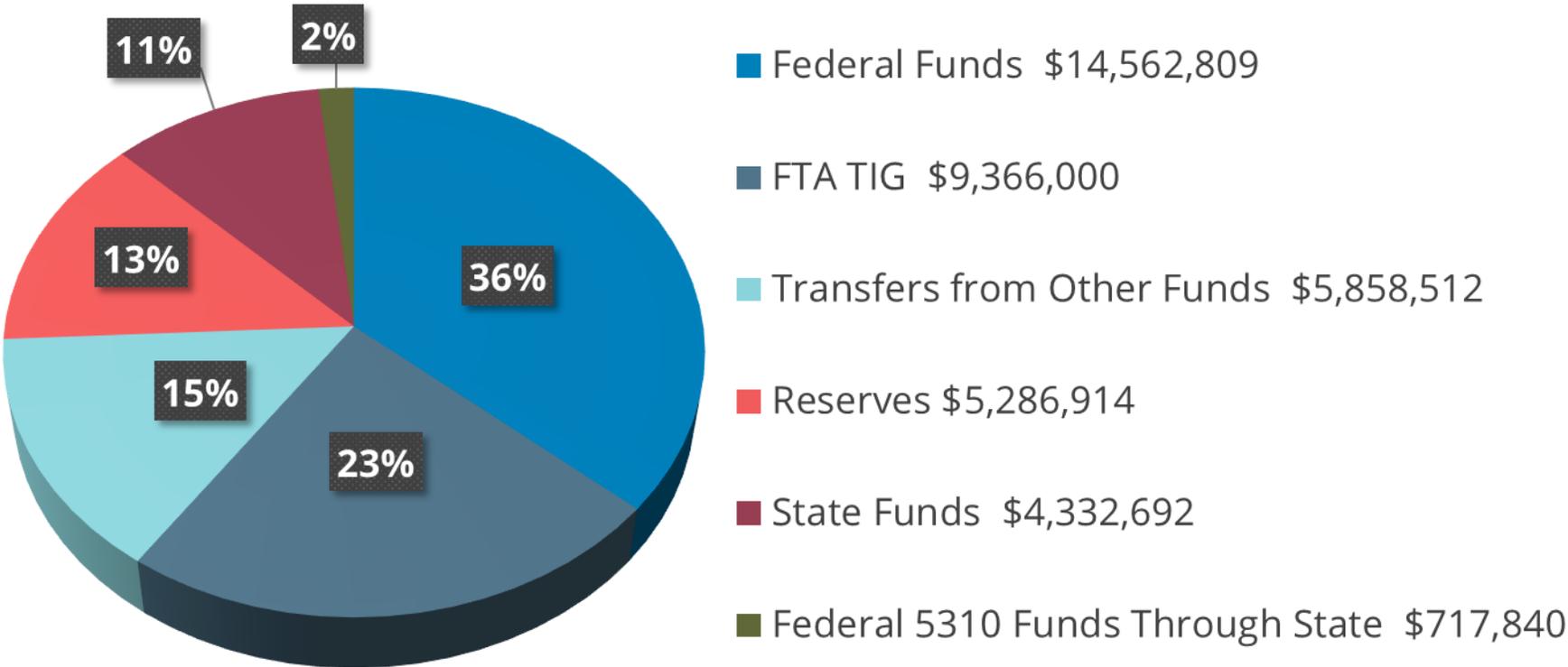


CAPITAL PROGRAMS FUND

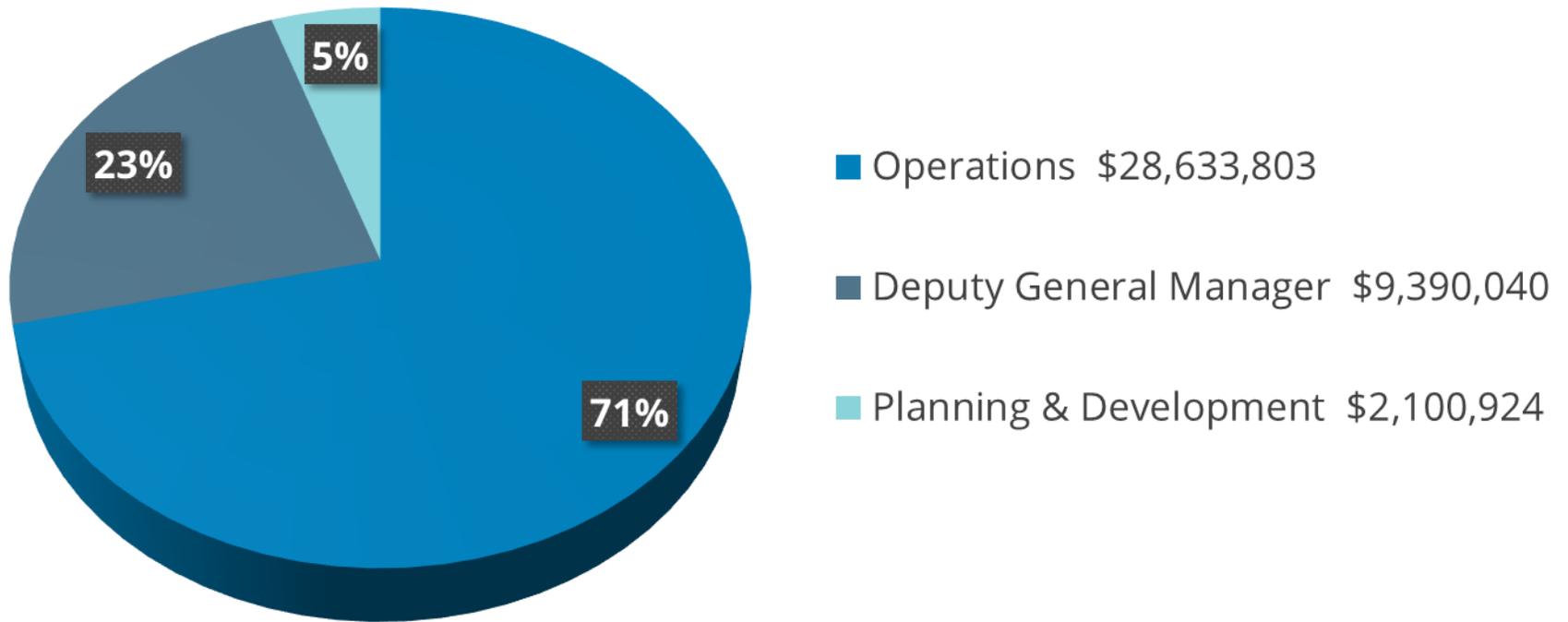


Capital Projects Fund Resources/Revenues

\$40.1M



Capital Projects Fund Requirements/Expenses \$40.1M





FY2025-2026 Capital Project Highlights

Continuation/Completion Projects

Intelligent Transportation Systems Replacement
Cybersecurity Intrusion Detection Project
Del Webb Fence and Exterior Security Upgrades
Electric Bus and Charging Infrastructure (10)
Farebox System Replacement
Keizer Transit Center Vehicle Entry Control
LIFT Bus Replacements (7)
South Salem Transit Center
Stops and Shelters
Transit Signal Priority

New Projects

Battery Electric Bus Maintenance Shop Equipment
District Website Improvement Project
Facilities Fluorescent Lighting Replacement
LIFT Bus Replacements (10)



QUESTIONS ?





APPROVAL ?





Resolution No. 2025-07

Adopt the Fiscal Year 2025-2026 Budget for Salem Area Mass Transit District

BE IT RESOLVED that the Board of Directors of Salem Area Mass Transit District, hereafter referred to as "District," hereby adopts the budget for fiscal year 2025-2026 in the total amount of \$154,668,019; now on file at the District Administration Office, 555 Court St. NE Suite 5230, Salem, OR 97301.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated:

General Fund	
General Manager/Board/Sustainability	\$ 1,119,302
Deputy General Manager	3,934,525
Human Resources and Labor Relations	1,291,903
Finance	1,580,934
Communications	2,013,230
Operations	32,223,493
Planning & Development	1,475,479
Safety & Security	3,065,102
Unallocated - General Administration	1,849,439
Transfers	8,758,658
Contingency	1,500,000
Total	\$ 58,812,065

Transportation Programs Fund	
General Manager/Board/SIPM	\$ 1,948,114
Communication	127,206
Operations	10,479,811
Planning & Development	771,968
Total	\$ 13,327,099

Capital Project Fund	
Deputy General Manager	\$ 9,390,040
Operations	28,633,803
Planning & Development	2,100,924
Total	\$ 40,124,767

Total Appropriations, All Funds	\$ 112,263,931
Total Unappropriated and Reserve Amounts, All Funds	\$ 42,404,088

TOTAL APPROVED BUDGET \$ 154,668,019

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors of the District hereby imposes the taxes provided for in the adopted budget at the rate of \$.7609 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for the tax year 2025-2026 upon assessed value of all taxable property within the district as follows:

General Government Limitation
Permanent Rate Tax: \$.7609/\$1,000

Excluded from Limitation
\$0.00

The above resolution statements were approved and declared adopted on this 26th day of June 2025.

ATTEST:

Maria Hinojos Pressey, Board President

Kirra Pressey, Clerk of the Board

DRAFT



REVENUE AND EXPENDITURES ALL FUNDS



**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

District Wide Revenues/Resources & Expenses/Requirements Resolution Summary		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change	
Operating Revenues/Resources									
1	Passenger Fares	\$ 2,466,510	\$ 2,634,823	\$ 2,713,527	\$ 2,297,608	2,893,710	\$ 596,102	25.9%	1
2	Federal STP Funds	2,169,188	768,717	1,256,570	4,158,264	248,881	(3,909,383)	-94.0%	2
3	Federal Direct 5310 Funds	357,845	383,312	390,189	390,189	390,189	-	0.0%	3
4	Federal 5310 Funds Through State	919,377	951,019	878,143	1,657,530	1,713,731	56,201	3.4%	4
5	Federal 5311 Funds	809,978	364,912	364,032	337,336	409,166	71,830	21.3%	5
6	Federal 5311 CARES ACT Through State	-	20,990	73,738	250,000	117,000	(133,000)	-53.2%	6
7	Federal 5303 Planning Grant	120,001	120,000	120,000	120,000	128,984	8,984	7.5%	7
8	DD53 Revenues	765,427	1,360,308	1,118,954	1,220,000	1,152,522	(67,478)	-5.5%	8
9	FTA 5339 Funds	1,415,639	8,803,259	827,036	10,489,251	9,891,691	(597,560)	-5.7%	9
10	Federal 5307	5,953,186	5,219,515	4,642,646	6,245,162	12,092,655	5,847,493	93.6%	10
11	ARPA 5307	15,678,826	1,724,812	-	-	-	-	0.0%	11
12	ARPA 5310	-	-	-	42,465	-	(42,465)	-100.0%	12
13	TripChoice Grant	93,767	1,138	81,000	325,000	325,000	-	0.0%	13
14	TDM Grant	129,745	188,600	375,000	375,000	606,155	231,155	61.6%	14
15	FTA TIG Funds	-	403	29,281	8,866,000	9,366,000	500,000	5.6%	15
16	State 5339 Discretionary Funds	465,144	-	4,000	-	151,328	151,328	100.0%	16
17	STF Pass Through Funds	256,648	-	-	-	-	-	0.0%	17
18	State STF Funds	741,160	-	-	-	-	-	0.0%	18
19	STIF Pass Through Funds	397,781	1,135,564	1,024,769	1,239,401	1,365,779	126,378	10.2%	19
20	State STIF Formula Funds	6,599,469	9,695,782	11,645,991	11,654,971	10,535,474	(1,119,497)	-9.6%	20
21	STIF Discretionary	151,702	547,097	47,797	691,478	3,276,208	2,584,730	373.8%	21
22	Other Pass Through Funds	218,319	849,476	900,000	961,126	975,000	13,874	1.4%	22
23	State DAS Funds	-	970,000	-	605,156	905,156	300,000	49.6%	23
24	Advertising	70,112	-	-	-	-	-		24
24	Miscellaneous	184,835	280,214	197,468	225,640	205,227	(20,413)	-9.0%	24
25	Property Taxes	14,789,597	15,313,134	15,804,750	16,310,471	16,278,892	(31,579)	-0.2%	25
26	Oregon State In-Lieu	9,094,624	10,068,949	10,693,445	8,500,000	11,014,248	2,514,248	29.6%	26
27	Interest on Investments	1,369,511	2,499,929	2,381,354	2,490,200	2,322,230	(167,970)	-6.7%	27
28	Energy Tax Credit	241,948	182,373	227,839	200,000	225,000	25,000	12.5%	28
29	Renewable Natural Gas Credit	205,324	197,097	214,345	200,000	220,000	20,000	10.0%	29
30	Transfers In	10,573,385	8,111,889	467,180	12,695,138	8,758,658	(3,936,480)	-31.0%	30
31	Operating Revenues/Resources Total	\$ 76,239,048	\$ 72,393,311	\$ 56,479,054	\$ 92,547,386	\$ 95,568,884	\$ 3,021,498	3.3%	31

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

District Wide Revenues/Resources & Expenses/Requirements Resolution Summary		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change	
Operating Expenses/Requirements									
32	General Manager/Board of Directors/Sustainability	\$ 1,897,936	\$ 2,233,911	\$ 2,514,061	\$ 3,045,997	\$ 3,067,416	\$ 21,419	0.7%	32
33	Deputy General Manager	2,561,974	2,580,220	1,226,391	1,765,682	13,324,565	11,558,883	654.6%	33
34	Human Resources & Labor Relations	1,013,660	1,278,706	1,451,617	1,488,472	1,291,903	(196,569)	-13.2%	34
35	Communication	2,378,215	2,104,490	2,152,762	2,210,979	2,140,436	(70,543)	-3.2%	35
36	Finance	2,018,563	1,748,904	1,826,988	2,202,866	1,580,934	(621,932)	-28.2%	36
37	Technology & Program Management	1,870,598	1,559,089	-	-	-	-	0.0%	37
38	Information Technology & Infrastructure	155,918	853,472	3,410,096	4,867,611	-	(4,867,611)	-100.0%	38
39	Transportation Development	-	-	-	-	-	-	0.0%	39
40	Operations	39,039,482	50,033,167	40,103,580	67,034,027	71,337,107	4,303,080	6.4%	40
41	Planning & Development	250,185	2,095,489	1,513,569	9,471,843	4,348,371	(5,123,472)	-54.1%	41
42	Safety & Security	-	-	2,013,327	2,547,140	3,065,102	517,962	20.3%	42
43	Unallocated General Administration	1,774,712	1,569,345	1,412,547	1,808,432	1,849,439	41,007	2.3%	43
44	Operating Expenses/Requirements Total	\$ 52,961,242	\$ 66,056,792	\$ 57,624,938	\$ 96,443,049	\$ 102,005,273	\$ 5,562,224	5.8%	44
Operating Revenue/Resources less Operating									
45	Expenses/Requirements	\$ 23,277,806	\$ 6,336,519	\$ (1,145,884)	\$ (3,895,663)	\$ (6,436,389)	\$ (2,540,726)	65.2%	45
46	Transfer to Transportation Programs Fund	(5,017,507)	(3,657,104)	-	(4,054,000)	(2,900,146)	1,153,854	-28.5%	46
47	Transfer to Capital Fund	(5,555,878)	(4,454,785)	(467,180)	(8,641,138)	(5,858,512)	2,782,626	-32.2%	47
48	Transfers to Other Funds Total	\$ (10,573,385)	\$ (8,111,889)	\$ (467,180)	\$ (12,695,138)	\$ (8,758,658)	\$ 3,936,480	-31.0%	48
49	Net Operating & Transfers to Other Funds Total	\$ 12,704,421	\$ (1,775,370)	\$ (1,613,064)	\$ (16,590,801)	\$ (15,195,047)	\$ 1,395,754	-8.4%	49
Other Designations									
50	Contingency	-	-	-	(1,500,000)	(1,500,000)	-	0.0%	50
51	Reserved Working Capital	-	-	-	(36,937,660)	(42,404,087)	(5,466,427)	14.8%	51
52	Other Designations Total	\$ -	\$ -	\$ -	\$ (38,437,660)	\$ (43,904,087)	\$ (5,466,427)	14.2%	52
Net Operating, Transfers to Other Funds & Other									
53	Designations Total	\$ 12,704,421	\$ (1,775,370)	\$ (1,613,064)	\$ (55,028,460)	\$ (59,099,134)	\$ (4,070,675)	7.4%	53
54	Beginning Working Capital	\$ 49,783,148	62,487,569	60,712,199	\$ 55,028,460	59,099,135	4,070,675	7.4%	54
55	Ending Working Capital	\$ 62,487,569	\$ 60,712,199	\$ 59,099,135	\$ 0	\$ (0)	(0)	0.0%	55



PERSONNEL SERVICES



**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Personnel Services Comparison		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
District Wide								
1	Wages	\$ 18,008,398	\$ 19,530,259	\$ 21,249,216	\$ 22,275,274	\$ 22,729,764	\$ 454,490	2.0%
2	Medical	6,128,171	6,851,594	7,637,032	8,238,991	8,087,763	(151,228)	-1.8%
3	Retirement	4,414,439	4,814,085	4,839,986	5,721,171	5,622,869	(98,302)	-1.7%
4	Workers' Compensation	208,625	322,981	373,933	367,141	376,004	8,863	2.4%
5	Other	1,587,092	1,816,993	2,021,058	1,978,417	2,110,616	132,199	6.7%
6	District Wide Total	\$ 30,346,725	\$ 33,335,912	\$ 36,121,225	\$ 38,580,994	\$ 38,927,016	\$ 346,022	0.9%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent		
Personnel Services Comparison	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change		
General Fund									
General Manager									
1	General Manager	\$ 620,786	\$ 641,207	\$ 639,369	\$ 632,146	\$ 685,070	\$ 52,924	8.4%	1
2	Board of Directors	14,436	18,945	21,792	21,024	22,882	1,858	8.8%	2
3	General Manager Total	\$ 635,222	\$ 660,152	\$ 661,161	\$ 653,170	\$ 707,952	\$ 54,782	8.4%	3
Deputy General Manager									
4	Deputy General Manager	\$ 365,673	\$ 555,167	\$ 375,480	\$ 377,738	\$ 398,955	\$ 21,217	5.6%	4
5	IT Operations	-	-	-	-	945,466	945,466	100.0%	5
6	Planning	732,276	-	-	-	-	-	0.0%	6
7	Procurement	-	-	-	-	249,816	249,816	100.0%	7
8	Project Management Office	-	-	729,918	705,892	779,758	73,866	10.5%	8
9	Security & Emergency Management	499,518	460,687	-	-	-	-	0.0%	9
10	Safety	-	86,992	-	-	-	-	0.0%	10
11	Deputy General Manager Total	\$ 1,597,467	\$ 1,102,847	\$ 1,105,398	\$ 1,083,630	\$ 2,373,995	\$ 1,290,365	119.1%	11
Human Resources & Labor Relations									
12	Human Resources	\$ 564,110	\$ 732,920	\$ 857,294	\$ 887,260	\$ 926,678	\$ 39,418	4.4%	12
13	Human Resources Safety/Loss Control	124,364	139,056	151,171	158,087	-	(158,087)	-100.0%	13
14	Human Resources & Labor Relations Total	\$ 688,474	\$ 871,976	\$ 1,008,465	\$ 1,045,347	\$ 926,678	\$ (118,669)	-11.4%	14
Finance									
15	Finance	\$ 1,200,640	\$ 1,314,528	\$ 1,354,595	\$ 1,378,490	\$ 1,404,463	\$ 25,973	1.9%	15
16	Procurement	343,390	280,645	164,543	361,442	-	(361,442)	-100.0%	16
17	Finance Total	\$ 1,544,029	\$ 1,595,174	\$ 1,519,138	\$ 1,739,932	\$ 1,404,463	\$ (335,469)	-19.3%	17
Technology & Program Management									
18	Information Technology	\$ 810,624	\$ 710,053	\$ -	\$ -	\$ -	\$ -	0.0%	18
19	Program Management	305,157	-	-	-	-	-	0.0%	19
20	Technology & Program Management Total	\$ 1,115,781	\$ 710,053	\$ -	\$ -	\$ -	\$ -	0.0%	20
Information Technology & Infrastructure									
21	Information Technology	\$ -	\$ -	\$ 882,517	\$ 1,073,855	\$ -	\$ (1,073,855)	-100.0%	21
22	Information Technology & Infrastructure Total	\$ -	\$ -	\$ 882,517	\$ 1,073,855	\$ -	\$ (1,073,855)	-100.0%	22
Communication									
23	Marketing & Communication	\$ 618,217	\$ 671,416	\$ 707,818	\$ 715,622	\$ 589,407	\$ (126,215)	-17.6%	23
24	Travel Trainer	97,643	113,856	134,159	140,699	138,786	(1,913)	-1.4%	24
25	Customer Service	810,618	883,447	928,448	943,065	954,496	11,431	1.2%	25
26	Communication Total	\$ 1,526,477	\$ 1,668,719	\$ 1,770,425	\$ 1,799,386	\$ 1,682,689	\$ (116,697)	-6.5%	26
Operations									
27	Operations Administration	\$ 660,018	\$ 413,771	\$ 242,227	\$ 242,008	\$ 255,316	\$ 13,308	5.5%	27
28	Vehicle Maintenance	3,419,927	3,717,195	3,678,459	4,148,848	4,258,875	110,027	2.7%	28
29	Facilities Maintenance	942,543	1,236,677	1,325,093	1,379,393	1,395,103	15,710	1.1%	29
30	Cherriots Local Service	16,758,672	19,025,259	21,214,020	22,181,120	22,655,294	474,174	2.1%	30
31	Operations Total	\$ 21,781,160	\$ 24,392,902	\$ 26,459,799	\$ 27,951,369	\$ 28,564,588	\$ 613,219	2.2%	31

**Salem Area Mass Transit District
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	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Personnel Services Comparison	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
Planning & Development								
32 Planning Administration	\$ -	\$ 181,145	\$ 214,308	\$ 222,453	\$ 233,004	\$ 10,551	4.7%	32
33 Planning	-	742,980	613,051	690,788	677,202	(13,586)	-2.0%	33
34 Planning & Development Total	\$ -	\$ 924,125	\$ 827,359	\$ 913,241	\$ 910,206	\$ (3,035)	-0.3%	34
Safety & Security								
35 Risk	\$ -	\$ -	\$ -	\$ -	\$ 166,407	\$ 166,407	100.0%	35
36 Safety	-	-	108,894	127,822	236,321	108,499	84.9%	36
37 Security	-	-	486,948	577,936	532,724	(45,212)	-7.8%	37
38 Safety & Security Total	\$ -	\$ -	\$ 595,842	\$ 705,758	\$ 935,452	\$ 229,694	32.5%	38
Unallocated								
39 General Administration	\$ 604,308	\$ 408,127	\$ 385,997	\$ 436,000	\$ 453,100	\$ 17,100	3.9%	39
40 Unallocated Total	\$ 604,308	\$ 408,127	\$ 385,997	\$ 436,000	\$ 453,100	\$ 17,100	3.9%	40
41 General Fund Total	\$ 29,492,918	\$ 32,334,072	\$ 35,216,101	\$ 37,401,688	\$ 37,959,123	\$ 557,435	1.5%	41
Transportation Programs Fund								
Communication								
42 Cherriots TripChoice/Commuter Options	\$ 180,279	\$ 173,670	\$ 184,249	\$ 324,825	\$ 188,167	\$ (136,658)	-42.1%	42
43 Communication Total	\$ 180,279	\$ 173,670	\$ 184,249	\$ 324,825	\$ 188,167	\$ (136,658)	-42.1%	43
Operations								
44 Cherriots LIFT	\$ 334,797	\$ 408,385	\$ 377,395	\$ 435,043	\$ 425,554	\$ (9,489)	-2.2%	44
45 Cherriots Shop & Ride	38,452	55,475	45,782	57,418	45,460	(11,958)	-20.8%	45
46 Cherriots Regional	232,735	287,487	257,590	331,463	267,706	(63,757)	-19.2%	46
47 Cherriots Call Center	923	-	-	-	-	-	0.0%	47
48 Mobility Management	55,895	49,192	37,263	30,556	41,006	10,450	34.2%	48
49 Operations Total	\$ 662,802	\$ 800,540	\$ 718,030	\$ 854,480	\$ 779,726	\$ (74,754)	-8.7%	49
General Manager/Board of Directors/SIPM								
50 Special Transportation Coordination	\$ 7,423	\$ 22,417	\$ 2,845	\$ -	\$ -	\$ -	0.0%	50
51 General Manager/Board of Directors/SIPM Total	\$ 7,423	\$ 22,417	\$ 2,845	\$ -	\$ -	\$ -	0.0%	51
52 Transportation Programs Fund Total	\$ 850,504	\$ 996,628	\$ 905,124	\$ 1,179,305	\$ 967,893	\$ (211,412)	-17.9%	52
Capital Projects Fund								
Transportation Development								
53 South Salem Transit Center	\$ 3,303	\$ 5,213	\$ -	\$ -	\$ -	\$ -	0.0%	53
54 Transportation Development Total	\$ 3,303	\$ 5,213	\$ -	\$ -	\$ -	\$ -	0.0%	54
55 Capital Projects Fund Total	\$ 3,303	\$ 5,213	\$ -	\$ -	\$ -	\$ -	0.0%	55
56 District Wide Total	\$ 30,346,725	\$ 33,335,913	\$ 36,121,225	\$ 38,580,993	\$ 38,927,016	\$ 346,023	0.9%	56

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget
General Fund					
General Manager Division					
1	General Manager	1.0	1.0	1.0	1.0 1
2	Executive Assistant - GM	1.0	1.0	1.0	1.0 2
3	Strategic Initiatives Administrator	1.0	1.0	1.0	1.0 3
4	Total General Manager/Board Division	3.0	3.0	3.0	3.0 4

Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26		
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget		
Deputy General Manager Division							
5	Deputy General Manager	1.0	1.0	1.0	1.0	5	
6	Executive Assistant - Deputy GM	1.0	1.0	1.0	1.0	6	
7	Capital & Project Control Manager	-	1.0	-	-	7	
8	Total Deputy General Manager Administration	2.0	3.0	2.0	2.0	8	
Project & Contract Administration							
9	Senior Manager - Project & Contract Administration	-	-	1.0	1.0	9	Reclassified from Capital & Project Control Manager
10	Grant & Project Coordinator	-	-	1.0	1.0	10	
11	Project Administrator	-	-	2.0	2.0	11	
12	Procurement Administrator	-	-	-	1.0	12	New position
13	Procurement & Contracts Analyst	-	-	-	1.0	13	Transferred from Finance Division - Procurement
14	Total Project & Contract Administration	-	-	4.0	6.0	14	
IT Operations							
Department renamed due to reorganization							
15	Information Technology Manager	-	-	-	1.0	15	Transferred from Technology & Infrastructure Division
16	Intelligent Transportation Systems Administrator	-	-	-	1.0	16	Transferred from Technology & Infrastructure Division
17	Systems Administrator	-	-	-	2.0	17	Transferred from Technology & Infrastructure Division - addition of 1 position
18	Support Analyst	-	-	-	2.0	18	Transferred from Technology & Infrastructure Division
19	Total IT Operations	-	-	-	6.0	19	
Security & Emergency Management							
20	Security & Emergency Management Manager	1.0	1.0	-	-	20	
21	Security Coordinator	1.0	1.0	-	-	21	
22	Emergency Coordinator	1.0	1.0	-	-	22	
23	Total Security & Emergency Management	3.0	3.0	-	-	23	
Safety							
24	Safety Coordinator	1.0	1.0	-	-	24	
25	Total Safety	1.0	1.0	-	-	25	
Planning							
26	Senior Planner	1.0	-	-	-	26	
27	Transit Planner II (Programs)	1.0	-	-	-	27	
28	Transit Planner II (Scheduler)	1.0	-	-	-	28	
29	Transit Planner I	1.0	-	-	-	29	
30	Grant Writer	1.0	-	-	-	30	
31	Total Planning	5.0	-	-	-	31	
32	Total Deputy General Manager Division	11.0	7.0	6.0	14.0	32	

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26		
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget		
Human Resources & Labor Relations Division							
Human Resources							
33	Chief Employee & Labor Relations Officer	1.0	1.0	1.0	1.0	33	Renamed from Chief Human Resources Officer
34	Human Resources Manager	-	1.0	1.0	1.0	34	
35	Benefits & Leave Coordinator	1.0	1.0	1.0	1.0	35	
36	Human Resources Specialist	-	1.0	1.0	1.0	36	
37	Receptionist	1.8	1.8	1.8	1.8	37	
38	Benefits and Leave Administrator	1.0	-	-	-	38	
39	Administrative Assistant - HR and Labor Relations	1.0	-	-	-	39	
40	Total Human Resources & Labor Relations	5.8	5.8	5.8	5.8	40	
Human Resources Risk							
41	Risk Manager	-	-	1.0	-	41	Transferred to Safety & Security Division
42	Risk Administrator	1.0	1.0	-	-	42	
43	Total Human Resources Risk	1.0	1.0	1.0	-	43	
44	Total Human Resources & Labor Relations Division	6.8	6.8	6.8	5.8	44	

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26	
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget	
Finance Division						
Finance						
45	Chief Financial Officer	1.0	1.0	1.0	1.0	45
46	Controller	1.0	1.0	1.0	1.0	46
47	Business Services Manager	1.0	1.0	1.0	1.0	47
48	Accountant	1.0	1.0	1.0	1.0	48
49	Budget & Grants Manager	1.0	1.0	1.0	1.0	49 Reclassified from Grant Administrator
50	Payroll Specialist	1.0	1.0	1.0	1.0	50
51	Accounting Specialist	1.0	1.0	2.0	2.0	51
52	Accounting Technician	1.0	1.0	-	-	52
53	Administrative Assistant - Finance	0.5	1.0	-	-	53
54	Total Finance	8.5	9.0	8.0	8.0	54
Procurement						
55	Procurement/Contracts Manager	1.0	1.0	1.0	-	55 Deleted position
56	Procurement/Contracts Analyst	1.0	1.0	1.0	-	56 Transferred to Project & Contract Administration
57	Total Procurement	2.0	2.0	2.0	-	57
58	Total Finance Division	10.5	11.0	10.0	8.0	58

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget
Communications Division					
Marketing and Communications					
59	Chief Communications Officer	1.0	1.0	1.0	1.0 59
60	Marketing Coordinator	1.0	2.0	2.0	2.0 60
61	Marketing & Communications Specialist	-	1.0	1.0	1.0 61
62	Customer Experience Specialist	0.3	0.3	0.3	0.3 62
63	Administrative Assistant - Communication	1.0	-	-	- 63
64	Digital Marketing Coordinator	1.0	-	-	- 64
65	Total Marketing	4.3	4.3	4.3	4.3 65
Customer Service					
66	Customer Service Manager	1.0	1.0	1.0	1.0 66
67	Senior Customer Service Representative	1.0	1.0	1.0	1.0 67
68	Customer Service Representative	6.0	6.0	5.8	5.8 68
69	Customer Experience Specialist	0.3	0.7	0.7	0.7 69
70	Total Customer Service	8.3	8.7	8.5	8.5 70
Travel Trainer					
71	Outreach Representative (Travel Trainer)	0.8	0.8	0.8	0.8 71
72	Mobility Management Coordinator	0.4	0.4	-	- 72
73	Total Travel Trainer	1.2	1.2	0.8	0.8 73
74	Total Communications Division	13.8	14.2	13.6	13.6 74

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget
Planning & Development Division					
Planning & Development					
75	Chief Planning & Development Officer	-	1.0	1.0	1.0 75
76	Total Planning & Development	-	1.0	1.0	1.0 76
Planning					
77	Service Planning Manager	-	1.0	1.0	1.0 77
78	Planning Analyst	-	-	1.0	1.0 78
79	Transit Planner II (Programs)	-	1.0	1.0	1.0 79
80	Transit Planner II (Scheduler)	-	1.0	1.0	1.0 80
81	Transit Planner I	-	1.0	-	- 81
82	Grant Writer	-	1.0	-	- 82
83	Total Planning	-	5.0	4.0	4.0 83
84	Total Planning & Development Division	-	6.0	5.0	5.0 84

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26	
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget	
Safety & Security Division						
Safety						
85	Chief Safety Officer	-	-	1.0	1.0	85
86	Total Safety	-	-	1.0	1.0	86
Security & Emergency Management						
87	Security & Emergency Management Manager	-	-	1.0	1.0	87
88	Security Coordinator	-	-	1.0	1.0	88
89	Emergency Coordinator	-	-	1.0	1.0	89
90	Total Security & Emergency Management	-	-	3.0	3.0	90
Risk						
91	Risk Manager	-	-	-	1.0	91 Transferred from Human Resources Division
92	Total Risk	-	-	-	1.0	92
93	Total Safety & Security Division	-	-	4.0	5.0	93

Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget
Technology & Infrastructure Division					
94	Chief Information Officer	-	1.0	1.0	- 94 Deleted position
95	Information Technology Manager	-	1.0	1.0	- 95 Transferred to Deputy General Manager Division
96	Intelligent Transportation Systems Administrator	-	1.0	1.0	- 96 Transferred to Deputy General Manager Division
97	Systems Administrator	-	1.0	1.0	- 97 Transferred to Deputy General Manager Division
98	Support Analyst	-	0.9	2.0	- 98 Transferred to Deputy General Manager Division
99	Web Systems Administrator	-	1.0	-	- 99
100	Total Technology & Infrastructure Division	-	5.9	6.0	- 100
Technology and Program Management Division					
Technology and Program Management					
101	Director of Technology and Program Management	1.0	-	-	- 101
102	Administrative Assistant - Finance, Tech & Prog Mgmt.	0.5	-	-	- 102
103	Total Technology and Program Management	1.5	-	-	- 103
104	Information Technology				104
105	Information Technology Manager	1.0	-	-	- 105
106	Network Administrator	1.0	-	-	- 106
107	Intelligent Transportation Systems Administrator	1.0	-	-	- 107
108	Systems Administrator	1.0	-	-	- 108
109	Web Systems Administrator	1.0	-	-	- 109
110	Support Analyst	0.9	-	-	- 110
111	Total Information Technology	5.9	-	-	- 111
112	Total Technology and Program Management Division	7.4	-	-	- 112

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26		
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget		
Operations Division							
Operations Administration							
113	Chief Operations Officer	1.0	1.0	1.0	1.0	113	
114	Operations Programs Coordinator	1.0	1.0	-	-	114	
115	Transportation Manager	1.0	-	-	-	115	
116	Assistant Transportation Manager	1.0	-	-	-	116	
117	Total Operations Administration	4.0	2.0	1.0	1.0	117	
Vehicle Maintenance							
118	Maintenance Manager	0.9	0.9	0.9	0.9	118	
119	Vehicle Maintenance Supervisor	3.8	3.6	3.8	3.8	119	
120	Maintenance Training Supervisor	0.9	0.9	1.0	1.0	120	
121	Administrative Assistant - Maintenance	0.7	0.7	0.7	0.8	121	Position increased from part time to full time (allocation with other services)
122	Purchasing Agent	0.9	0.9	0.8	0.8	122	
123	Journey Mechanic	10.1	9.9	9.0	9.0	123	
124	Parts & Supply Clerk	0.9	0.9	0.8	0.8	124	
125	Service Technician	5.5	5.4	5.1	5.1	125	
126	Service Worker	7.4	7.2	8.0	8.0	126	
127	Total Vehicle Maintenance	31.1	30.4	30.1	30.2	127	
Facilities Maintenance							
128	Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	128	
129	Facilities Maintenance Technician	1.0	1.0	1.0	0.8	129	No FTE change (allocation adjustment with other services)
130	Facilities Maintenance Worker	7.6	9.6	9.7	9.8	130	No FTE change (allocation adjustment with other services)
131	Total Facilities Maintenance	9.6	11.6	11.7	11.6	131	

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget
Transportation (Cherriots Fixed Route Service)					
132	Transportation Manager	-	1.0	1.0	1.0 132
133	Assistant Transportation Manager	-	1.0	1.0	1.0 133
134	Operations Supervisor	11.0	12.0	12.0	12.0 134
135	Transportation Training Supervisor	1.0	2.0	2.0	2.0 135
136	Transportation Administrator	1.0	1.0	1.0	1.0 136
137	Administrative Assistant - Transportation	1.0	1.0	1.0	1.0 137
138	Transit Operator	134.0	140.0	146.0	146.0 138
139	Total Transportation (Cherriots Fixed Route Service)	148.0	158.0	164.0	164.0 139
140	Total Operations Division	192.7	202.0	206.8	206.8 140
141	Total General Fund	245.2	255.9	261.2	261.2 141

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26		
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget		
Transportation Programs Fund							
Cherriots LIFT							
142	Contracted Services Manager	0.7	0.7	0.6	0.7	142	No FTE change (allocation adjustment with other services)
143	Administrative Assistant - Contracted Services	0.7	0.7	0.6	0.7	143	No FTE change (allocation adjustment with other services)
144	Maintenance Manager	0.1	0.1	0.1	0.1	144	
145	Vehicle Maintenance Supervisor	0.1	0.2	0.1	0.1	145	
146	Maintenance Training Supervisor	0.1	0.1	-	-	146	
147	Administrative Assistant - Maintenance	0.1	0.1	0.1	0.1	147	
148	Purchasing Agent	0.1	0.1	0.1	0.1	148	
149	Journey Mechanic	0.6	0.5	1.1	1.1	149	
150	Parts & Supply Clerk	0.1	0.1	0.1	0.1	150	
151	Service Technician	0.4	0.3	0.5	0.5	151	
152	Service Worker	0.4	0.4	-	-	152	
153	Total Cherriots LIFT	3.4	3.3	3.3	3.5	153	
Cherriots Shop & Ride							
154	Contracted Services Manager	0.1	0.1	0.1	0.1	154	
155	Administrative Assistant - Contracted Services	0.1	0.1	0.1	0.1	155	
156	Journey Mechanic	0.2	0.1	0.1	0.1	156	
157	Total Cherriots Shop & Rise	0.4	0.3	0.3	0.3	157	
Cherriots Regional							
158	Contracted Services Manager	0.2	0.2	0.3	0.2	158	No FTE change (allocation adjustment with other services)
159	Administrative Assistant - Contracted Services	0.2	0.2	0.3	0.2	159	No FTE change (allocation adjustment with other services)
160	Vehicle Maintenance Supervisor	0.1	0.2	0.1	0.1	160	
161	Administrative Assistant - Maintenance	-	-	-	0.1	161	No FTE change (allocation adjustment with other services)
162	Purchasing Agent	-	-	0.1	0.1	162	
163	Journey Mechanic	0.1	0.5	0.8	0.8	163	
164	Parts & Supply Clerk	-	-	0.1	0.1	164	
165	Service Technician	0.1	0.3	0.4	0.4	165	
166	Service Worker	0.2	0.4	-	-	166	
167	Facilities Maintenance Technician	-	-	-	0.2	167	No FTE change (allocation adjustment with other services)
168	Facilities Maintenance Worker	0.4	0.4	0.3	0.2	168	No FTE change (allocation adjustment with other services)
169	Total Cherriots Regional	1.3	2.2	2.4	2.4	169	

**Salem Area Mass Transit District
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Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2022-23	FY2023-24	FY2024-25	FY2025-26	
		Adopted Budget	Adopted Budget	Amended Budget	Approved Budget	
Cherriots Call Center						
170	Support Analyst	0.1	0.1	-	-	170
171	Total Cherriots Call Center	0.1	0.1	-	-	171
Mobility Management						
172	Outreach Representative (Travel Trainer)	0.2	0.2	0.2	0.2	172
173	Mobility Management Coordinator	0.4	0.4	-	-	173
174	Total Mobility Management	0.6	0.6	0.2	0.2	174
Cherriots Commuter Options						
175	Commuter Options Coordinator	2.0	2.0	2.0	1.0	175 Deleted 1 position
176	Customer Experience Specialist	0.4	-	-	-	176
177	Total Cherriots Commuter Options	2.4	2.0	2.0	1.0	177
178	Total Transportation Programs Fund	8.2	8.5	8.2	7.4	178
Capital Project Fund						
179		-	-	-	-	179
180	Total Capital Project Fund	-	-	-	-	180
181	District Wide	253.4	264.4	269.4	268.6	181



GENERAL FUND



**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

General Fund Revenues/Resources & Expenses/Requirements Summary		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
Operating Revenues/Resources								
1	Passenger Fares	\$ 2,146,859	\$ 2,349,711	\$ 2,373,562	\$ 1,896,149	\$ 2,540,392	\$ 644,243	34.0%
2	Planning Grant	120,001	120,000	120,000	120,000	128,984	8,984	7.5%
3	Federal STP	-	-	-	-	94,757	94,757	100.0%
4	Federal 5307 ARPA	15,374,413	1,724,812	-	-	-	-	0.0%
5	Federal 5307	3,143,037	3,202,037	3,382,972	3,382,972	6,991,987	3,609,015	106.7%
6	State STIF Formula Fund	5,041,435	7,949,571	9,758,119	8,496,125	6,761,534	(1,734,591)	-20.4%
7	Advertising	70,112	-	-	-	-	-	0.0%
8	Miscellaneous	184,835	280,214	197,468	225,640	205,227	(20,413)	-9.0%
9	Property Taxes	14,789,597	15,313,134	15,804,750	16,310,471	16,278,892	(31,579)	-0.2%
10	Oregon State In-Lieu	9,094,624	10,068,949	10,693,445	8,500,000	11,014,248	2,514,248	29.6%
11	Interest on Investments	1,327,967	2,413,053	2,281,577	2,420,000	2,233,330	(186,670)	-7.7%
12	Energy Tax Credit	241,948	182,373	227,839	200,000	225,000	25,000	12.5%
13	Renewable Natural Gas Credit	205,324	197,097	214,345	200,000	220,000	20,000	10.0%
14	Operating Revenues/Resources Total	\$ 51,740,152	\$ 43,800,951	\$ 45,054,077	\$ 41,751,356	\$ 46,694,351	\$ 4,942,995	11.8%
Operating Expenses/Requirements								
15	General Manager/Board of Directors	\$ 992,022	\$ 989,638	\$ 987,676	\$ 1,105,346	\$ 1,119,302	\$ 13,956	1.3%
16	Deputy General Manager	2,542,239	2,157,349	1,124,199	1,125,682	3,934,525	2,808,843	249.5%
17	Human Resources & Labor Relations	1,013,660	1,261,706	1,451,617	1,488,472	1,291,903	(196,569)	-13.2%
18	Finance	1,668,216	1,759,391	1,820,050	2,034,003	1,580,934	(453,069)	-22.3%
19	Technology & Program Management	1,870,598	1,559,089	-	-	-	-	0.0%
20	Information Technology & Infrastructure	-	-	1,789,776	2,354,055	-	(2,354,055)	-100.0%
21	Communication	2,159,817	1,908,275	2,064,560	2,105,223	2,013,230	(91,993)	-4.4%
22	Operations	24,956,631	27,500,951	29,384,915	31,421,459	32,223,493	802,034	2.6%
23	Planning & Development	-	1,374,886	1,065,061	1,274,805	1,475,479	200,674	15.7%
24	Safety & Security	-	-	2,013,327	2,547,140	3,065,102	517,962	20.3%
25	Unallocated General Administration	1,774,712	1,569,345	1,412,547	1,808,432	1,849,439	41,007	2.3%
26	Operating Expenses/Requirements Total	\$ 36,977,894	\$ 40,080,630	\$ 43,113,728	\$ 47,264,617	\$ 48,553,407	\$ 1,288,790	2.7%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

General Fund Revenues/Resources & Expenses/Requirements Summary		FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
Operating Revenues/Resources less Operating								
27	Expenditures/Requirements	\$ 14,762,258	\$ 3,720,321	\$ 1,940,349	\$ (5,513,261)	\$ (1,859,056)	\$ 3,654,205	-66.3%
28	Transfer to Transportation Programs Fund	(5,017,507)	(3,657,104)	-	(4,054,000)	(2,900,146)	1,153,854	-28.5%
29	Transfer to Capital Fund	(5,555,878)	(4,454,785)	(467,180)	(8,641,138)	(4,128,502)	4,512,636	-52.2%
30	Transfer to Capital- GF Capital Reserve (5307)	-	-	-	-	(1,666,000)	(1,666,000)	100.0%
31	Transfer to Capital- GF Asset Reserve	-	-	-	-	(64,010)	(64,010)	100.0%
32	Transfers to Other Funds Total	\$ (10,573,385)	\$ (8,111,889)	\$ (467,180)	\$ (12,695,138)	\$ (8,758,658)	\$ 3,936,480	-31.0%
33	Net Operating & Transfers to Other Funds Total	\$ 4,188,873	\$ (4,391,568)	\$ 1,473,169	\$ (18,208,399)	\$ (10,617,714)	\$ 7,590,685	-41.7%
34	Contingency	-	-	-	1,500,000	1,500,000	-	0.0%
35	Reserved Working Capital	-	-	-	(33,718,785)	(31,599,792)	2,118,993	-6.3%
36	Reserved Working Capital - Capital Reserve (5307)	-	-	-	-	(1,841,525)	(1,841,525)	100.0%
37	Other Designations Total	\$ -	\$ -	\$ -	\$ (32,218,785)	\$ (31,941,317)	\$ 277,468	-0.9%
Net Operating, Transfers to Other Funds & Other								
38	Designations Total	\$ 4,188,873	\$ (4,391,568)	\$ 1,473,169	(51,637,254)	(42,559,031)	9,078,223	-17.6%
39	Beginning Working Capital	41,288,557	45,477,430	41,085,862	51,637,254	42,559,031	(9,078,223)	-17.6%
40	Ending Working Capital	\$ 45,477,430	\$ 41,085,862	\$ 42,559,031	\$ -	\$ 0	\$ 0	0.0%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

General Fund Department Expenses/Requirements

Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
General Manager/Board of Directors/Sustainability							
1 General Manager	\$ 941,662	\$ 950,787	\$ 942,484	\$ 1,040,422	\$ 1,043,120	\$ 2,698	0.3%
2 Board of Directors	49,565	38,851	45,192	64,924	76,182	11,258	17.3%
3 Strategic Initiatives & Project Management	796	-	-	-	-	-	0.0%
4 Total	\$ 992,022	\$ 989,638	\$ 987,676	\$ 1,105,346	\$ 1,119,302	\$ 13,956	1.3%
Deputy General Manager							
5 Deputy General Manager	\$ 373,582	\$ 562,471	\$ 382,831	\$ 399,938	\$ 420,255	\$ 20,317	5.1%
6 Information Technology Operations	-	-	-	-	2,269,796	2,269,796	100.0%
7 Planning	842,944	-	-	-	-	-	0.0%
8 Procurement	-	-	-	-	442,116	442,116	100.0%
9 Project Management Office	-	-	741,368	725,744	802,358	76,614	10.6%
10 Security & Emergency Management	1,325,712	1,485,059	-	-	-	-	0.0%
11 Safety	-	109,819	-	-	-	-	0.0%
12 Total	\$ 2,542,239	\$ 2,157,349	\$ 1,124,199	\$ 1,125,682	\$ 3,934,525	\$ 2,808,843	249.5%
Human Resources & Labor Relations							
13 Human Resources	\$ 786,494	\$ 1,055,573	\$ 1,205,371	\$ 1,220,485	\$ 1,291,903	\$ 71,418	5.9%
14 Risk Administration	227,166	206,133	246,246	267,987	-	(267,987)	-100.0%
15 Total	\$ 1,013,660	\$ 1,261,706	\$ 1,451,617	\$ 1,488,472	\$ 1,291,903	\$ (196,569)	-13.2%
Finance							
16 Procurement	\$ 350,194	\$ 282,839	\$ 168,313	\$ 373,818	\$ -	\$ (373,818)	-100.0%
17 Finance	1,318,021	1,476,552	1,651,737	1,660,185	1,580,934	(79,251)	-4.8%
18 Total	\$ 1,668,216	\$ 1,759,391	\$ 1,820,050	\$ 2,034,003	\$ 1,580,934	\$ (453,069)	-22.3%
Technology & Program Management							
19 Information Technology	\$ 1,535,435	\$ 1,557,989	\$ -	\$ -	\$ -	\$ -	0.0%
20 Program Management	335,163	1,100	-	-	-	-	0.0%
21 Total	\$ 1,870,598	\$ 1,559,089	\$ -	\$ -	\$ -	\$ -	0.0%
Information Technology & Infrastructure Division							
22 Information Technology	\$ -	\$ -	\$ 1,789,776	\$ 2,354,055	\$ -	\$ (2,354,055)	-100.0%
23 Total	\$ -	\$ -	\$ 1,789,776	\$ 2,354,055	\$ -	\$ (2,354,055)	-100.0%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26

General Fund Department Expenses/Requirements

Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change	
Communication								
24 Marketing & Communication	\$ 993,057	\$ 899,127	\$ 987,164	\$ 1,002,263	\$ 899,177	\$ (103,086)	-10.3%	24
25 Customer Service	837,388	893,173	939,341	958,001	971,122	13,121	1.4%	25
26 Van Pool Lease	230,486	-	-	-	-	-	0.0%	26
27 Travel Trainer	98,886	115,975	138,055	144,959	142,931	(2,028)	-1.4%	27
28 Total	\$ 2,159,817	\$ 1,908,275	\$ 2,064,560	\$ 2,105,223	\$ 2,013,230	\$ (91,993)	-4.4%	28
Operations								
29 Operations Administration	\$ 708,788	\$ 519,877	\$ 268,730	\$ 262,608	\$ 309,416	\$ 46,808	17.8%	29
30 Vehicle Maintenance	6,032,634	6,199,868	6,054,049	7,016,838	7,205,125	188,287	2.7%	30
31 Facility Maintenance	1,317,195	1,644,250	1,736,058	1,830,743	1,870,408	39,665	2.2%	31
32 Cherriots Local Service	16,898,014	19,136,956	21,326,078	22,311,270	22,838,544	527,274	2.4%	32
33 Total	\$ 24,956,631	\$ 27,500,951	\$ 29,384,915	\$ 31,421,459	\$ 32,223,493	\$ 802,034	2.6%	33
Planning & Development Division								
34 Planning Administration	\$ -	\$ 189,689	\$ 218,874	\$ 241,453	\$ 356,506	\$ 115,053	47.7%	34
35 Planning	-	1,005,582	755,168	1,033,352	1,118,973	85,621	8.3%	35
36 Vanpool Lease	-	179,615	91,019	-	-	-	0.0%	36
37 Total	\$ -	\$ 1,374,886	\$ 1,065,061	\$ 1,274,805	\$ 1,475,479	\$ 200,674	15.7%	37
Safety & Security								
38 Safety	\$ -	\$ -	\$ 136,169	\$ 172,172	\$ 307,021	\$ 134,849	78.3%	38
39 Security	-	-	1,877,158	2,374,968	2,453,474	78,506	3.3%	39
40 Risk	-	-	-	-	304,607	304,607	100.0%	40
41 Total	\$ -	\$ -	\$ 2,013,327	\$ 2,547,140	\$ 3,065,102	\$ 517,962	20.3%	41
Unallocated								
42 General Administration	\$ 1,774,712	\$ 1,569,345	\$ 1,412,547	\$ 1,808,432	\$ 1,849,439	\$ 41,007	2.3%	42
43 Contingency	-	-	-	1,500,000	1,500,000	-	0.0%	43
44 Total	\$ 1,774,712	\$ 1,569,345	\$ 1,412,547	\$ 3,308,432	\$ 3,349,439	\$ 41,007	1.2%	44
45 Total General Fund Requirements	\$ 36,977,894	\$ 40,080,630	\$ 43,113,728	\$ 48,764,617	\$ 50,053,407	\$ 1,288,790	2.6%	45

GENERAL MANAGER/BOARD OF DIRECTORS DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ 636,692	\$ 660,152	\$ 661,161	\$ 653,170	\$ 707,952	\$ 707,952	
Materials & Services	355,331	329,486	326,515	452,176	411,350	411,350	
Total	\$ 992,023	\$ 989,638	\$ 987,676	\$ 1,105,346	\$ 1,119,302	\$ 1,119,302	\$ -

Division Description & Responsibilities

The General Manager/Board of Directors Division serves as the catalyst in advancing the District's guiding principles. The General Manager Division oversees day-to-day operations, implements the Strategic Plan and Sustainability Program, and leads government relations. The Board of Directors serves as the policy board and provides direction to the General Manager.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
General Manager/Board of Directors/Sustainability

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
General Manager	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 622,256	\$ 641,207	\$ 639,369	\$ 632,146	\$ 685,070	\$ 52,924	8.4%
Materials and Services							
2 Other Professional & Technical	288,129	289,893	280,000	375,000	320,000	(55,000)	-14.7%
3 Legal Services	384	-	-	-	-	-	0.0%
4 Parts, Equipment & Tools	24	-	-	500	-	(500)	-100.0%
5 Office Supplies	1,182	342	200	1,500	750	(750)	-50.0%
6 Other Materials & Supplies	75	-	39	1,000	-	(1,000)	-100.0%
7 Utilities	2,144	1,822	1,776	1,776	1,800	24	1.4%
8 Dues & Subscriptions	775	1,010	700	1,500	1,000	(500.00)	-33.3%
9 Travel, Meetings, Training, Education	25,877	17,983	20,400	26,000	33,500	7,500	28.8%
10 Other Misc. Expenses	816	(1,470)	-	1,000	1,000	-	0.0%
11 Materials and Services Total	\$ 319,406	\$ 309,580	\$ 303,115	\$ 408,276	\$ 358,050	\$ (50,226)	-12.3%
12 General Manager Total	\$ 941,662	\$ 950,787	\$ 942,484	\$ 1,040,422	\$ 1,043,120	\$ 2,698	0.3%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Board of Directors	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
13 Personnel Services	\$ 14,436	\$ 18,945	\$ 21,792	\$ 21,024	\$ 22,882	\$ 1,858	8.8%
Materials and Services							
14 Advertising Fees	247	-	-	500	500	-	0.0%
15 Other Professional & Technical	23,569	7,125	11,000	30,000	25,000	(5,000)	-16.7%
16 Legal Services	432	-	-	-	-	-	0.0%
17 Uniforms	330	-	700	1,400	1,400	-	0.0%
18 Office Supplies	983	-	200	1,000	500	(500)	-50.0%
19 Dues & Subscriptions	-	135	-	-	1,000	1,000	100.0%
20 Travel, Meetings, Training, Education	9,448	12,504	11,500	10,500	24,400	24,400	232.4%
21 Printing	120	142	-	500	500	-	0.0%
22 Materials and Services Total	\$ 35,129	\$ 19,906	\$ 23,400	\$ 43,900	\$ 53,300	\$ 9,400	21.4%
23 Board of Directors Total	\$ 49,565	\$ 38,851	\$ 45,192	\$ 64,924	\$ 76,182	\$ 11,258	17.3%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

General Manager/Board of Directors/Sustainability - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Strategic Initiatives & Project Management	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
24 Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Materials and Services							
25 Travel, Meetings, Training, Education	796	-	-	-	-	-	0.0%
26 Materials and Services Total	\$ 796	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
27 Strategic Initiatives & Project Management Total	\$ 796	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
General Manager/Board of Directors/Sustainability							
28 Total	\$ 992,022	\$ 989,638	\$ 987,676	\$ 1,105,346	\$ 1,119,302	\$ 13,956	1.3%

DEPUTY GENERAL MANAGER DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ 1,597,467	\$ 1,102,846	\$ 1,105,398	\$ 1,083,630	\$ 2,373,995	\$ 2,373,995	
Materials & Services	944,771	1,054,503	18,801	42,052	1,560,530	1,560,530	
Total	\$ 2,542,238	\$ 2,157,349	\$ 1,124,199	\$ 1,125,682	\$ 3,934,525	\$ 3,934,525	\$ -

Division Description & Responsibilities

The Deputy General Manager Division provides leadership and oversight across all functional areas of the District. It includes three departments:

- Project Management Office: Responsible for the administration and oversight of capital and operating projects, as well as capital purchases.
- Information Technology Operations: Drives efficiency and provides support for all District-wide technology functions and system design.
- Procurement and Contracts: Manages the purchasing and procurement of goods and services and oversees all District contracts.

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Deputy General Manager

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Deputy General Manager	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 365,673	\$ 555,167	\$ 375,480	\$ 377,738	\$ 398,955	\$ 21,217	5.6%
Materials and Services							
2 Other Professional & Technical	5,470	-	5,000	20,000	15,000	(5,000)	-25.0%
3 Office Supplies	347	36	400	300	300	-	0.0%
4 Utilities	600	1,489	600	600	600	-	0.0%
5 Travel, Meetings, Training, Education	1,239	5,779	1,251	1,000	5,300	4,300	430.0%
6 Other Misc. Expenses	253	-	100	300	100	(200)	-66.7%
7 Materials and Services Total	\$ 7,909	\$ 7,304	\$ 7,351	\$ 22,200	\$ 21,300	\$ (900)	-4.1%
8 Deputy GM Total	\$ 373,582	\$ 562,471	\$ 382,831	\$ 399,938	\$ 420,255	\$ 20,317	5.1%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Information Technology Operations	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
9 Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 945,466	\$ 945,466	100.0%
Materials and Services							
10 Software Licensing Annual Maintenance	-	-	-	-	460,000	460,000	100.0%
11 Other Professional & Technical	-	-	-	-	67,250	67,250	100.0%
12 Contract Maintenance Services	-	-	-	-	204,180	204,180	100.0%
13 Other Services	-	-	-	-	392,000	392,000	100.0%
14 Parts, Equipment & Tools	-	-	-	-	178,000	178,000	100.0%
15 Operating Supplies	-	-	-	-	500	500	100.0%
16 Utilities	-	-	-	-	5,400	5,400	100.0%
17 Dues & Subscriptions	-	-	-	-	350	350	100.0%
18 Travel, Meetings, Training, Education	-	-	-	-	16,650	16,650	100.0%
19 Materials and Services Total	\$ -	\$ -	\$ -	\$ -	\$ 1,324,330	\$ 1,324,330	100.0%
20 Information Technology Operations Total	\$ -	\$ -	\$ -	\$ -	\$ 2,269,796	\$ 2,269,796	100.0%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Deputy General Manager - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Planning	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	Change
21 Personnel Services	\$ 732,276	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	21
Materials and Services								
22 Other Professional & Technical	105,453	-	-	-	-	-	0.0%	22
23 Legal Services	576	-	-	-	-	-	0.0%	23
24 Other Services	1,726	-	-	-	-	-	0.0%	24
25 Operating Supplies	14	-	-	-	-	-	0.0%	25
26 Office Supplies	145	-	-	-	-	-	0.0%	26
27 Travel, Meetings, Training, Education	2,127	-	-	-	-	-	0.0%	27
28 Printing	628	-	-	-	-	-	0.0%	28
29 Materials and Services Total	\$ 110,668	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	29
30 Planning Total	\$ 842,944	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	30

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Procurement	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	Change
31 Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 249,816	\$ 249,816	100.0%	31
Materials and Services								
32 Advertising Fees	-	-	-	-	2,000	2,000	100.0%	32
33 Other Professional & Technical	-	-	-	-	180,000	180,000	100.0%	33
34 Office Supplies	-	-	-	-	500	500	100.0%	34
35 Dues & Subscriptions	-	-	-	-	1,200	1,200	100.0%	35
36 Printing	-	-	-	-	6,000	6,000	100.0%	36
37 Utilities	-	-	-	-	600	600	100.0%	37
38 Other Misc. Expenses	-	-	-	-	2,000	2,000	100.0%	38
39 Materials and Services Total	\$ -	\$ -	\$ -	\$ -	\$ 192,300	\$ 192,300	100.0%	39
40 Procurement Total	\$ -	\$ -	\$ -	\$ -	\$ 442,116	\$ 442,116	100.0%	40

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Deputy General Manager - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Project Management Office	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
41 Personnel Services	\$ -	\$ -	\$ 729,918	\$ 705,892	\$ 779,758	\$ 73,866	10.5%	41
Materials and Services								
42 Other Professional & Technical	-	-	-	5,000	5,000	-	0.0%	42
43 Parts, Equipment & Tools	-	-	500	1,000	1,000	-	0.0%	43
44 Office Supplies	-	-	100	200	200	-	0.0%	44
45 Utilities	-	-	1,800	1,752	1,800	48	2.7%	45
46 Dues & Subscriptions	-	-	250	500	500	-	0.0%	46
47 Advertising/Promotion Media	-	-	-	-	-	-	0.0%	47
48 Travel, Meetings, Training, Education	-	-	8,700	11,200	13,900	2,700	24.1%	48
49 Other Misc. Expenses	-	-	100	200	200	-	0.0%	49
50 Materials and Services Total	\$ -	\$ -	\$ 11,450	\$ 19,852	\$ 22,600	\$ 2,748	13.8%	50
51 Project Management Office Total	\$ -	\$ -	\$ 741,368	\$ 725,744	\$ 802,358	\$ 76,614	10.6%	51

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Security & Emergency Management	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
52 Personnel Services	\$ 499,518	\$ 460,687	\$ -	\$ -	\$ -	\$ -	0.0%	52
Materials and Services								
53 Other Professional & Technical	763,977	998,216	-	-	-	-	0.0%	53
54 Legal Services	2,688	-	-	-	-	-	0.0%	54
55 Radio Charges	7,733	6,089	-	-	-	-	0.0%	55
56 Other Services	15,316	321	-	-	-	-	0.0%	56
57 Parts, Equipment & Tools	7,163	2,161	-	-	-	-	0.0%	57
58 Uniforms	1,353	42	-	-	-	-	0.0%	58
59 Operating Supplies	10,393	1,652	-	-	-	-	0.0%	59
60 Office Supplies	1,096	594	-	-	-	-	0.0%	60
61 Utilities	5,725	5,135	-	-	-	-	0.0%	61
62 Dues & Subscriptions	1,149	845	-	-	-	-	0.0%	62
63 Travel, Meetings, Training, Education	7,641	7,338	-	-	-	-	0.0%	63
64 Printing	363	1,142	-	-	-	-	0.0%	64
65 Other Misc. Expenses	1,599	838	-	-	-	-	0.0%	65
66 Materials and Services Total	\$ 826,194	\$ 1,024,372	\$ -	\$ -	\$ -	\$ -	0.0%	66
67 Security & Emergency Management Total	\$ 1,325,712	\$ 1,485,059	\$ -	\$ -	\$ -	\$ -	0.0%	67

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Deputy General Manager - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Safety	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
68 Personnel Services	\$ -	\$ 86,992	\$ -	\$ -	\$ -	\$ -	0.0%
Materials and Services							
69 Other Professional & Technical	-	2,100	-	-	-	-	0.0%
70 Radio Charges	-	507	-	-	-	-	0.0%
71 Parts, Equipment & Tools	-	(576)	-	-	-	-	0.0%
72 Uniforms	-	73	-	-	-	-	0.0%
73 Safety & Wellness	-	11,809	-	-	-	-	0.0%
74 Operating Supplies	-	6,158	-	-	-	-	0.0%
75 Utilities	-	673	-	-	-	-	0.0%
76 Dues & Subscriptions	-	849	-	-	-	-	0.0%
77 Travel, Meetings, Training, Education	-	1,426	-	-	-	-	0.0%
78 Other Misc. Expenses	-	(192)	-	-	-	-	0.0%
79 Materials and Services Total	\$ -	\$ 22,827	\$ -	\$ -	\$ -	\$ -	0.0%
80 Safety Total	\$ -	\$ 109,819	\$ -	\$ -	\$ -	\$ -	0.0%
81 Deputy General Manager Division Total	\$ 2,542,239	\$ 2,157,349	\$ 1,124,199	\$ 1,125,682	\$ 3,934,525	\$ 2,808,843	249.5%

HUMAN RESOURCES AND LABOR RELATIONS DIVISION

Summary	FY2023		FY2024		FY2025		FY2026	
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted	
Personnel Services	\$ 688,474	\$ 871,976	\$ 1,008,465	\$ 1,045,347	\$ 926,678	\$ 926,678		
Materials & Services	325,186	389,730	443,152	443,125	365,225	365,225		
Total	\$ 1,013,660	\$ 1,261,706	\$ 1,451,617	\$ 1,488,472	\$ 1,291,903	\$ 1,291,903	\$ -	

Division Description & Responsibilities

The Human Resources and Labor Relations Division ensures compliance with federal and state employment laws and manages talent acquisition, onboarding, compensation, and benefits. The Division also oversees all employee and labor relations matters, supporting efforts to attract and retain an exceptional workforce where employees feel supported.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26

Human Resources & Labor Relations

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Human Resources	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 564,110	\$ 732,920	\$ 857,294	\$ 887,260	\$ 926,678	\$ 39,418	4.4%
Materials and Services							
2 Software License Annual Maintenance	-	4,850	24,250	-	-	-	0.0%
3 Advertising Fees	54,721	61,338	76,000	52,100	75,000	22,900	44.0%
4 Other Professional & Technical	73,122	169,697	118,500	158,000	145,000	(13,000)	-8.2%
5 Legal Services	46,440	17,274	86,000	86,000	100,000	14,000	16.3%
6 Temporary Help	5,677	2,138	-	-	-	-	0.0%
7 Parts, Equipment & Tools	282	2,450	-	-	-	-	0.0%
8 Other Services	4,631	3,847	6,000	10,000	-	(10,000)	-100.0%
9 Training/Incentive - Employee Appreciation	15,241	29,184	13,000	13,000	15,000	2,000	15.4%
10 Uniforms	443	105	275	275	200	(75)	-27.3%
11 Safety & Wellness	6,817	-	-	-	-	-	0.0%
12 Operating Supplies	102	-	-	-	-	-	0.0%
13 Office Supplies	1,230	475	600	1,000	1,000	-	0.0%
14 Other Materials & Supplies	2,536	1,462	3,750	3,750	6,500	2,750	73.3%
15 Utilities	316	1,673	2,400	2,400	2,400	-	0.0%
16 Dues & Subscriptions	4,536	5,976	3,500	2,500	5,200	2,700	108.0%
17 Travel, Meetings, Training, Education	3,299	10,990	6,202	2,600	10,825	8,225	316.3%
18 Printing	2,523	6,173	7,500	1,500	4,000	2,500	166.7%
19 Other Misc. Expenses	470	5,019	100	100	100	-	0.0%
20 Materials and Services Total	\$ 222,385	\$ 322,653	\$ 348,077	\$ 333,225	\$ 365,225	\$ 32,000	9.6%
21 Human Resources Total	\$ 786,494	\$ 1,055,573	\$ 1,205,371	\$ 1,220,485	\$ 1,291,903	\$ 71,418	5.9%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Human Resources & Labor Relations - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Risk Administration	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
22 Personnel Services	\$ 124,364	\$ 139,056	\$ 151,171	\$ 158,087	\$ -	\$ (158,087)	-100.0%
Materials and Services							
23 Other Professional & Technical	-	-	800	25,000	-	(25,000)	-100.0%
24 Safety & Wellness	33,302	25,954	32,000	41,750	-	(41,750)	-100.0%
25 Operating Supplies	(500)	-	-	-	-	-	0.0%
26 Office Supplies	60	103	750	750	-	(750)	-100.0%
27 Utilities	1,746	359	500	600	-	(600)	-100.0%
28 Other Losses & settlements	63,296	36,116	60,000	40,000	-	(40,000)	-100.0%
29 Dues & Subscriptions	3,485	385	700	800	-	(800)	-100.0%
30 Travel, Meetings, Training, Education	1,372	4,160	325	500	-	(500)	-100.0%
31 Printing	41	-	-	500	-	(500)	-100.0%
32 Materials and Services Total	\$ 102,801	\$ 67,077	\$ 95,075	\$ 109,900	\$ -	\$ (109,900)	-100.0%
33 Risk Administration Total	\$ 227,166	\$ 206,133	\$ 246,246	\$ 267,987	\$ -	\$ (267,987)	-100.0%
34 Human Resources & Labor Relations Total	\$ 1,013,660	\$ 1,261,706	\$ 1,451,617	\$ 1,488,472	\$ 1,291,903	\$ (196,569)	-13.2%

FINANCE DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ 1,544,030	\$ 1,595,173	\$ 1,519,138	\$ 1,739,932	\$ 1,404,463	\$ 1,404,463	\$ -
Materials & Services	124,185	164,218	300,912	294,071	176,471	176,471	-
Total	\$ 1,668,215	\$ 1,759,391	\$ 1,820,050	\$ 2,034,003	\$ 1,580,934	\$ 1,580,934	\$ -

Division Description & Responsibilities

The Finance Division safeguards and manages the District's financial resources while ensuring compliance with all regulatory requirements. Its three primary functional areas include:

- Grant Administration: Manages grant reporting and drawdowns for federal and state agencies.
- Payroll: Processes payroll and associated tax filings.
- Accounting: Oversees vendor payments, manages the annual budget process, and produces financial reports.

Procurement and Contracts: Formerly part of this division, moved to the Deputy General Manager Division in FY2026.

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Finance

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Procurement	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 343,390	\$ 280,645	\$ 164,543	\$ 361,442	\$ -	\$ (361,442)	-100.0%
Materials and Services							
2 Advertising Fees	-	-	2,000	2,000	-	(2,000)	-100.0%
3 Office Supplies	1,928	541	500	700	-	(700)	-100.0%
4 Dues & Subscriptions	1,380	288	-	576	-	(576)	-100.0%
5 Printing	-	1,290	1,270	900	-	(900)	-100.0%
6 Travel, Meetings, Training, Education	2,921	-	-	3,200	-	(3,200)	-100.0%
7 Utilities	576	75	-	3,000	-	(3,000)	-100.0%
8 Other Misc. Expenses	-	-	-	2,000	-	(2,000)	-100.0%
9 Materials and Services Total	\$ 6,804	\$ 2,194	\$ 3,770	\$ 12,376	\$ -	\$ (12,376)	-100.0%
10 Procurement Total	\$ 350,194	\$ 282,839	\$ 168,313	\$ 373,818	\$ -	\$ (373,818)	-100.0%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Finance	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
11 Personnel Services	\$ 1,200,640	\$ 1,314,528	\$ 1,354,595	\$ 1,378,490	\$ 1,404,463	\$ 25,973	1.9%
Materials and Services							
12 Advertising Fees	993	3,262	4,578	5,500	5,000	(500)	-9.1%
13 Other Professional & Technical	76,119	125,085	236,450	227,300	105,500	(121,800)	-53.6%
14 Legal Services	43	-	-	-	-	-	0.0%
15 Parts, Equipment & Tools	75	781	500	500	500	-	0.0%
16 Office Supplies	2,135	2,826	4,281	2,000	4,700	2,700	135.0%
17 Dues & Subscriptions	1,393	961	4,047	4,047	4,447	400	9.9%
18 Travel, Meetings, Training, Education	10,525	6,762	12,099	17,020	15,100	(1,920)	-11.3%
19 Utilities	1,754	2,327	2,224	2,328	2,224	(104)	-4.5%
20 Printing	401	-	-	-	-	-	0.0%
21 Other Misc. Expenses	23,944	20,019	32,963	23,000	39,000	16,000	69.6%
22 Materials and Services Total	\$ 117,381	\$ 162,024	\$ 297,142	\$ 281,695	\$ 176,471	\$ (105,224)	-37.4%
23 Finance Total	\$ 1,318,021	\$ 1,476,552	\$ 1,651,737	\$ 1,660,185	\$ 1,580,934	\$ (79,251)	-4.8%
24 Finance Division Total	\$ 1,668,215	\$ 1,759,391	\$ 1,820,050	\$ 2,034,003	\$ 1,580,934	\$ (453,069)	-22.3%

TECHNOLOGY AND PROGRAM MANAGEMENT

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ 1,115,781	\$ 710,053	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	754,817	849,036	-	-	-	-	-
Total	\$ 1,870,598	\$ 1,559,089	\$ -				

Division Description & Responsibilities

The Technology and Program Management Division was discontinued at the end of FY2023.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Technology & Program Management

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Technology	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 810,624	\$ 710,053	\$ -	\$ -	\$ -	\$ -	0.0%
Materials and Services							
2 Software Licensing Annual Maintenance	377,556	448,225	-	-	-	-	0.0%
3 Other Professional & Technical	33,255	50,422	-	-	-	-	0.0%
4 Contract Maintenance Services	89,352	134,359	-	-	-	-	0.0%
5 Legal Services	720	-	-	-	-	-	0.0%
6 Other Services	125,313	130,164	-	-	-	-	0.0%
7 Parts, Equipment & Tools	91,679	76,455	-	-	-	-	0.0%
8 Operating Supplies	162	201	-	-	-	-	0.0%
9 Office Supplies	140	-	-	-	-	-	0.0%
10 Utilities	4,084	3,853	-	-	-	-	0.0%
11 Dues & Subscriptions	100	240	-	-	-	-	0.0%
12 Travel, Meetings, Training, Education	1,771	3,973	-	-	-	-	0.0%
13 Other Misc. Expenses	678	43	-	-	-	-	0.0%
14 Materials and Services Total	\$ 724,811	\$ 847,936	\$ -	\$ -	\$ -	\$ -	0.0%
15 Technology Total	\$ 1,535,435	\$ 1,557,989	\$ -	\$ -	\$ -	\$ -	0.0%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Program Management	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
16 Personnel Services	\$ 305,157	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Materials and Services							
17 Advertising Fees	2,257	-	-	-	-	-	0.0%
18 Other Professional & Technical	22,416	-	-	-	-	-	0.0%
19 Parts, Equipment & Tools	17	-	-	-	-	-	0.0%
20 Utilities	2,352	-	-	-	-	-	0.0%
21 Travel, Meetings, Training, Education	2,644	-	-	-	-	-	0.0%
22 Printing	320	-	-	-	-	-	0.0%
23 Other Misc. Expenses	-	1,100	-	-	-	-	0.0%
24 Materials and Services Total	\$ 30,006	\$ 1,100	\$ -	\$ -	\$ -	\$ -	0.0%
25 Program Management Total	\$ 335,163	\$ 1,100	\$ -	\$ -	\$ -	\$ -	0.0%
26 Technology & Program Management Division Total	\$ 1,870,598	\$ 1,559,089	\$ -	\$ -	\$ -	\$ -	0.0%

INFORMATION TECHNOLOGY AND INFRASTRUCTURE DIVISION

Summary	FY2023		FY2024		FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted		
Personnel Services	\$ -	\$ -	\$ 882,517	\$ 1,073,855					
Materials & Services	-	-	907,259	1,280,200					
Total	\$ -	\$ -	\$ 1,789,776	\$ 2,354,055	\$ -				

Division Description & Responsibilities

The Information Technology and Infrastructure Division was reorganized and moved to the Deputy General Manager Division in FY2026.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Information Technology & Infrastructure Division

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Information Technology & Infrastructure Division	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ -	\$ -	\$ 882,517	\$ 1,073,855	\$ -	\$ (1,073,855)	-100.0%
Materials and Services							
2 Software Licensing Annual Maintenance	-	-	326,300	430,000	-	(430,000)	-100.0%
3 Other Professional & Technical	-	-	15,000	70,000	-	(70,000)	-100.0%
4 Temporary Help	-	-	-	90,000	-	(90,000)	-100.0%
5 Contract Maintenance Services	-	-	159,000	166,000	-	(166,000)	-100.0%
6 Other Services	-	-	272,000	395,000	-	(395,000)	-100.0%
7 Parts, Equipment & Tools	-	-	110,000	100,000	-	(100,000)	-100.0%
8 Operating Supplies	-	-	-	500	-	(500)	-100.0%
9 Utilities	-	-	5,208	3,600	-	(3,600)	-100.0%
10 Dues & Subscriptions	-	-	200	500	-	(500)	-100.0%
11 Travel, Meetings, Training, Education	-	-	19,551	24,550	-	(24,550)	-100.0%
12 Other Misc. Expenses	-	-	-	50	-	(50)	-100.0%
13 Materials and Services Total	\$ -	\$ -	\$ 907,259	\$ 1,280,200	\$ -	\$ (1,280,200)	-100.0%
14 Information Technology Total	\$ -	\$ -	\$ 1,789,776	\$ 2,354,055	\$ -	\$ (2,354,055)	-100.0%
15 Total Information Tech & Infrastructure Division	\$ -	\$ -	\$ 1,789,776	\$ 2,354,055	\$ -	\$ (2,354,055)	-100.0%

COMMUNICATIONS DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		Adopted
	Actual	Actual	Estimate	Budget	Proposed	Approved	
Personnel Services	\$ 1,526,478	\$ 1,668,719	\$ 1,770,425	\$ 1,799,386	\$ 1,682,689	\$ 1,682,689	
Materials & Services	633,339	239,556	294,135	305,837	330,541	330,541	
Total	\$ 2,159,817	\$ 1,908,275	\$ 2,064,560	\$ 2,105,223	\$ 2,013,230	\$ 2,013,230	\$ -

Division Description & Responsibilities

The Communications Division delivers strategic communications and provides customer service for the District. It manages public and media relations, develops integrated marketing campaigns, and leads community engagement initiatives to promote transit services and strengthen stakeholder relationships. The Division includes the following departments:

- Marketing: Develops and executes marketing campaigns to support District initiatives and promote services.
- Customer Service: Provides front-line assistance and information to riders and the public.
- Travel Training: Offers one-on-one and group training to help individuals confidently use transit services.
- Transit Host Program: Supports a welcoming transit environment through onboard and on-site rider engagement.

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Communications

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Marketing & Communications	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 618,217	\$ 671,416	\$ 707,818	\$ 715,622	\$ 589,407	\$ (126,215)	-17.6%
Materials and Services							
2 Software License Annual Maintenance	250	-	-	-	-	-	0.0%
3 Advertising Fees	330	-	-	-	-	-	0.0%
4 Other Professional & Technical	188,149	47,370	141,500	141,500	149,000	7,500	5.3%
5 Legal Services	864	-	-	-	-	-	0.0%
6 Parts, Equipment & Tools	40	27	-	-	-	-	0.0%
7 Operating Supplies	629	827	162	4,000	1,000	(3,000)	-75.0%
8 Office Supplies	353	855	210	100	100	-	0.0%
9 Other Materials & Supplies	6,615	1,363	2,048	2,000	2,100	100	5.0%
10 Utilities	3,143	3,504	2,223	2,400	2,400	-	0.0%
11 Dues & Subscriptions	6,627	7,711	6,554	6,141	6,400	259	4.2%
12 Advertising/Promotion Media	26,182	35,112	25,000	25,000	35,000	10,000	40.0%
13 Travel, Meetings, Training, Education	12,775	10,215	4,734	8,500	3,770	(4,730)	-55.6%
14 Printing	118,536	111,542	88,215	89,000	100,000	11,000	12.4%
15 Other Misc. Expenses	10,349	9,186	8,700	8,000	10,000	2,000	25.0%
16 Materials and Services Total	\$ 374,840	\$ 227,711	\$ 279,346	\$ 286,641	\$ 309,770	\$ 23,129	8.1%
17 Marketing & Communications Total	\$ 993,057	\$ 899,127	\$ 987,164	\$ 1,002,263	\$ 899,177	\$ (103,086)	-10.3%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Customer Service	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
18 Personnel Services	\$ 810,618	\$ 883,447	\$ 928,448	\$ 943,065	\$ 954,496	\$ 11,431	1.2%
Materials and Services							
19 Other Professional & Technical	455	1,390	420	-	2,500	2,500	100.0%
20 Parts, Equipment & Tools	-	223	1,600	1,600	1,050	(550)	-34.4%
21 Uniforms	789	-	535	540	855	315	58.3%
22 Operating Supplies	2,213	1,309	1,032	2,000	1,500	(500)	-25.0%
23 Office Supplies	609	418	687	700	700	-	0.0%
24 Utilities	452	481	1,100	1,176	1,176	-	0.0%
25 Travel, Meetings, Training, Education	19,085	4,220	4,519	6,920	7,345	425	6.1%
26 Other Misc. Expenses	3,166	1,684	1,000	2,000	1,500	(500)	-25.0%
27 Materials and Services Total	\$ 26,770	\$ 9,725	\$ 10,893	\$ 14,936	\$ 16,626	\$ 1,690	11.3%
28 Customer Service Total	\$ 837,388	\$ 893,173	\$ 939,341	\$ 958,001	\$ 971,122	\$ 13,121	1.4%

OPERATIONS DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		Adopted
	Actual	Actual	Estimate	Budget	Proposed	Approved	
Personnel Services	\$ 21,781,160	\$ 24,392,902	\$ 26,459,799	\$ 27,951,369	\$ 28,564,588	\$ 28,564,588	
Materials & Services	3,175,470	3,108,050	2,925,116	3,470,090	3,658,905	3,658,905	
Total	\$ 24,956,630	\$ 27,500,952	\$ 29,384,915	\$ 31,421,459	\$ 32,223,493	\$ 32,223,493	\$ -

Division Description & Responsibilities

The Operations Division is responsible for providing safe, reliable, and customer-focused mobility options. It includes the following departments:

- **Transportation:** Oversees all directly operated fixed-route services.
- **Maintenance Department:** Maintains vehicles and District facilities to ensure safety and reliability.
- **Contracted Services:** Monitors all contracted service providers for Cherrriots LIFT, Cherrriots Regional, Cherrriots Shop & Ride, and ADA eligibility determination.

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Operations

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Operations Administration	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 660,018	\$ 413,771	\$ 242,227	\$ 242,008	\$ 255,316	\$ 13,308	5.5%
Materials and Services							
2 Other Professional & Technical	31,289	76,877	11,000	14,000	14,000	-	0.0%
3 DMV Fees	-	-	103	-	-	-	0.0%
4 Parts, Equipment & Tools	-	12,454	-	-	-	-	0.0%
5 Office Supplies	89	427	1,000	1,000	1,000	-	0.0%
6 Utilities	-	1,307	600	600	600	-	0.0%
7 Travel, Meetings, Training, Education	16,102	11,587	10,800	2,000	8,500	6,500	325.0%
8 Other Misc. Expenses	1,288	3,456	3,000	3,000	30,000	27,000	900.0%
9 Materials and Services Total	\$ 48,769	\$ 106,107	\$ 26,503	\$ 20,600	\$ 54,100	\$ 33,500	162.6%
10 Operations Administration Total	\$ 708,788	\$ 519,877	\$ 268,730	\$ 262,608	\$ 309,416	\$ 46,808	17.8%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Operations - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Vehicle Maintenance	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
11 Personnel Services	\$ 3,419,927	\$ 3,717,195	\$ 3,678,459	\$ 4,148,848	\$ 4,258,875	\$ 110,027	2.7%	11
Materials and Services								
12 Other Professional & Technical	15,887	1,934	30,000	30,000	30,000	-	0.0%	12
13 Contract Maintenance Services	1,004	4,436	5,000	5,000	5,000	-	0.0%	13
14 Towing & Collision Repairs	45,738	72,120	52,000	52,000	57,600	5,600	10.8%	14
15 Radio Charges	56,834	54,564	35,640	35,640	40,000	4,360	12.2%	15
16 Fuel-Cars & Other	3,162	17,039	34,000	14,500	40,000	25,500	175.9%	16
17 Fuel-Diesel	889,276	770,696	550,000	637,500	637,500	-	0.0%	17
18 Fuel-CNG	370,136	345,840	400,000	450,000	450,000	-	0.0%	18
19 Fuel-Elect	-	56,648	160,000	400,000	400,000	-	0.0%	19
20 Lubricant & Coolant	66,454	88,593	84,000	85,000	90,000	5,000	5.9%	20
21 Tires & Tire Supplies	254,577	262,503	230,000	285,000	314,700	29,700	10.4%	21
22 Parts, Equipment & Tools	806,578	712,069	679,000	756,000	756,700	700	0.1%	22
23 Uniforms	32,761	31,100	33,000	33,000	33,000	-	0.0%	23
24 Training/Incentive	89	-	-	-	-	-	0.0%	24
25 Safety & Wellness	-	-	1,500	1,500	1,500	-	0.0%	25
26 Operating Supplies	54,407	46,544	60,000	63,000	63,000	-	0.0%	26
27 Office Supplies	1,292	4,262	2,700	2,700	2,000	(700)	-25.9%	27
28 Utilities	1,012	968	1,250	650	1,250	600	92.3%	28
29 Travel, Meetings, Training, Education	7,797	11,176	12,000	12,000	18,500	6,500	54.2%	29
30 Advertising/Promotion Media	530	805	1,500	1,500	1,500	-	0.0%	30
31 Printing	1,625	1,375	4,000	3,000	4,000	1,000	33.3%	31
32 Other Misc. Expenses	3,548	-	-	-	-	-	0.0%	32
33 Materials and Services Total	\$ 2,612,708	\$ 2,482,672	\$ 2,375,590	\$ 2,867,990	\$ 2,946,250	\$ 78,260	2.7%	33
34 Vehicle Maintenance Total	\$ 6,032,634	\$ 6,199,868	\$ 6,054,049	\$ 7,016,838	\$ 7,205,125	\$ 188,287	2.7%	34

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Operations - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Facility Maintenance	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
35 Personnel Services	\$ 942,543	\$ 1,236,677	\$ 1,325,093	\$ 1,379,393	\$ 1,395,103	\$ 15,710	1.1%
Materials and Services							
36 Other Professional & Technical	14,236	17,467	26,000	27,000	27,000	-	0.0%
37 Contract Maintenance Services	72,221	77,901	75,000	86,400	86,400	-	0.0%
38 Outside Services	10,233	534	655	-	-	-	0.0%
39 Fuel-Cars & Other	19,034	28,641	20,000	24,000	26,000	2,000	8.3%
40 Parts, Equipment & Tools	6,447	3,506	4,900	9,150	4,150	(5,000)	-54.6%
41 Uniforms	485	265	4,000	4,000	4,000	-	0.0%
42 Operating Supplies	59,530	72,813	60,000	72,000	80,000	8,000	11.1%
43 Other Materials & Supplies	12,442	27,551	20,000	28,000	30,000	2,000	7.1%
44 Utilities	179,797	178,896	200,010	200,400	217,355	16,955	8.5%
45 Dues & Subscriptions	229	-	-	-	-	-	0.0%
46 Printing	-	-	250	250	250	-	0.0%
47 Other Misc. Expenses	-	-	150	150	150	-	0.0%
48 Materials and Services Total	\$ 374,652	\$ 407,574	\$ 410,965	\$ 451,350	\$ 475,305	\$ 23,955	5.3%
49 Facility Maintenance Total	\$ 1,317,195	\$ 1,644,250	\$ 1,736,058	\$ 1,830,743	\$ 1,870,408	\$ 39,665	2.2%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Operations - Continued

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Cherriots Local Service	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
50 Personnel Services	\$ 16,758,672	\$ 19,025,259	\$ 21,214,020	\$ 22,181,120	\$ 22,655,294	\$ 474,174	2.1%
Materials and Services							
51 Other Professional & Technical	-	797	2,500	5,000	5,000	-	0.0%
52 Temporary Help	37,111	-	-	-	-	-	0.0%
53 Fuel-Cars & Other	9,285	11,829	10,000	12,000	10,000	(2,000)	-16.7%
54 Parts, Equipment & Tools	-	38	2,183	1,950	1,950	-	0.0%
55 Uniforms	52,835	56,514	61,500	64,000	121,600	57,600	90.0%
56 Safety & Wellness	2,489	4,138	175	1,000	-	(1,000)	-100.0%
57 Operating Supplies	775	1,409	1,500	1,500	1,500	-	0.0%
58 Office Supplies	4,307	5,532	4,000	7,000	6,200	(800)	-11.4%
59 Utilities	10,213	7,015	9,000	12,000	10,000	(2,000)	-16.7%
60 Travel, Meetings, Training, Education	9,067	18,951	13,000	16,500	20,000	3,500	21.2%
61 Printing	95	-	1,700	1,700	500	(1,200)	-70.6%
62 Other Misc. Expenses	13,166	5,474	6,500	7,500	6,500	(1,000)	-13.3%
63 Materials and Services Total	\$ 139,341	\$ 111,697	\$ 112,058	\$ 130,150	\$ 183,250	\$ 53,100	40.8%
64 Cherriots Local Service Total	\$ 16,898,014	\$ 19,136,956	\$ 21,326,078	\$ 22,311,270	\$ 22,838,544	\$ 527,274	2.4%
65 Operations Division Total	\$ 24,956,631	\$ 27,500,951	\$ 29,384,915	\$ 31,421,459	\$ 32,223,493	\$ 802,034	2.6%

PLANNING AND DEVELOPMENT DIVISION

Summary	FY2023	FY2024	FY2025		FY2026		Adopted
	Actual	Actual	Estimate	Budget	Proposed	Approved	
Personnel Services	\$ -	\$ 924,125	\$ 827,359	\$ 913,241	\$ 910,206	\$ 910,206	
Materials & Services	-	450,761	237,702	361,564	565,273	565,273	
Total	\$ -	\$ 1,374,886	\$ 1,065,061	\$ 1,274,805	\$ 1,475,479	\$ 1,475,479	\$ -

Division Description & Responsibilities

The Planning and Development Division oversees service planning, bus stop design and improvements, and major capital projects. The Division conducts feasibility studies, operational analyses, and develops partnerships to enhance system accessibility and transit infrastructure, while ensuring compliance with federal regulations.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Planning & Development Division

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Planning Administration	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ -	\$ 181,145	\$ 214,308	\$ 222,453	\$ 233,004	\$ 10,551	4.7%
Materials and Services							
2 Advertising Fees	-	-	-	2,000	2,000	-	0.0%
3 Other Professional & Technical	-	1,450	120	10,000	115,602	105,602	1056.0%
4 Parts, Equipment & Tools	-	-	-	100	-	(100)	-100.0%
5 Operating Supplies	-	-	-	100	-	(100)	-100.0%
6 Office Supplies	-	596	-	400	200	(200)	-50.0%
7 Other Materials & Supplies	-	-	-	200	100	(100)	-50.0%
8 Utilities	-	892	495	600	600	-	0.0%
9 Dues & Subscriptions	-	-	-	100	-	(100)	-100.0%
10 Travel, Meetings, Training, Education	-	5,607	3,951	5,500	5,000	(500)	-9.1%
11 Materials and Services Total	\$ -	\$ 8,544	\$ 4,566	\$ 19,000	\$ 123,502	\$ 104,502	550.0%
12 Planning & Development Administration Total	\$ -	\$ 189,689	\$ 218,874	\$ 241,453	\$ 356,506	\$ 115,053	47.7%
	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Planning	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
13 Personnel Services	\$ -	742,980	613,051	690,788	677,202	(13,586)	-2.0%
Materials and Services							
14 Other Professional & Technical	-	258,589	135,494	332,000	432,407	100,407	30.2%
15 Other Services	-	(863)	-	2,000	1,000	(1,000)	-50.0%
16 Parts, Equipment & Tools	-	-	400	300	300	-	0.0%
17 Operating Supplies	-	-	-	200	200	-	0.0%
18 Office Supplies	-	36	37	200	200	-	0.0%
19 Utilities	-	2,064	1,488	2,064	2,064	-	0.0%
20 Dues & Subscriptions	-	174	-	200	200	-	0.0%
21 Travel, Meetings, Training, Education	-	2,602	4,698	5,600	5,400	(200)	-3.6%
22 Materials and Services Total	\$ -	\$ 262,602	\$ 142,117	\$ 342,564	\$ 441,771	\$ 99,207	29.0%
23 Planning Total	\$ -	\$ 1,005,582	\$ 755,168	\$ 1,033,352	\$ 1,118,973	\$ 85,621	8.3%
Vanpool Subsidy							
24 Vanpool Subsidy	\$ -	\$ 179,615	\$ 91,019	\$ -	\$ -	\$ -	0.0%
25 Planning & Development Division Total	\$ -	\$ 1,374,886	\$ 1,065,061	\$ 1,274,805	\$ 1,475,479	\$ 200,674	15.7%

SAFETY AND SECURITY DIVISION

Summary	FY2023 Actual	FY2024 Actual	FY2025		FY2026		
			Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ -	\$ -	\$ 595,842	\$ 705,758	\$ 935,452	\$ 935,452	
Materials & Services	-	-	1,417,485	1,841,382	2,129,650	2,129,650	
Total	\$ -	\$ -	\$ 2,013,327	\$ 2,547,140	\$ 3,065,102	\$ 3,065,102	\$ -

Division Description & Responsibilities

The Safety and Security Division provides system-wide safety, security, and emergency preparedness for employees and riders. It oversees private security contracts and is responsible for the safety of all District-owned facilities and vehicles.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Safety & Security Division

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Safety	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ -	\$ -	\$ 108,894	\$ 127,822	\$ 236,321	108,499	84.9%
Materials and Services							
2 Other Professional & Technical	-	-	3,000	15,000	17,000	2,000	13.3%
3 Radio Charges	-	-	500	500	1,000	500	100.0%
4 Parts, Equipment & Tools	-	-	700	1,000	800	(200)	-20.0%
5 Uniforms	-	-	150	500	1,000	500	100.0%
6 Safety & Wellness	-	-	10,000	10,000	16,500	6,500	65.0%
7 Operating Supplies	-	-	10,500	12,000	12,000	-	0.0%
8 Office Supplies	-	-	250	300	500	200	66.7%
9 Utilities	-	-	1,000	1,200	1,200	-	0.0%
10 Dues & Subscriptions	-	-	850	850	2,200	1,350	158.8%
11 Travel, Meetings, Training, Education	-	-	325	2,500	17,500	15,000	600.0%
12 Other Misc. Expenses	-	-	-	500	1,000	500	100.0%
13 Materials and Services Total	\$ -	\$ -	\$ 27,275	\$ 44,350	\$ 70,700	\$ 26,350	59.4%
14 Safety Total	\$ -	\$ -	\$ 136,169	\$ 172,172	\$ 307,021	\$ 134,849	78.3%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Security	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
15 Personnel Services	\$ -	\$ -	\$ 486,948	\$ 577,936	\$ 532,724	(45,212)	-7.8%
Materials and Services							
16 Other Professional & Technical	-	-	1,341,150	1,752,252	1,875,000	122,748	7.0%
17 Radio Charges	-	-	5,600	5,600	6,000	400	7.1%
18 Other Services	-	-	-	500	500	-	0.0%
19 Parts, Equipment & Tools	-	-	18,000	3,500	4,000	500	14.3%
20 Uniforms	-	-	50	1,000	500	(500)	-50.0%
21 Operating Supplies	-	-	5,100	6,500	7,000	500	7.7%
22 Office Supplies	-	-	1,000	1,200	1,500	300	25.0%
23 Utilities	-	-	3,780	7,000	6,500	(500)	-7.1%
24 Dues & Subscriptions	-	-	1,500	1,650	2,000	350	21.2%
25 Travel, Meetings, Training, Education	-	-	13,400	15,580	16,000	420	2.7%
26 Printing	-	-	630	1,250	1,250	-	0.0%
27 Other Misc. Expenses	-	-	-	1,000	500	(500)	-50.0%
28 Materials and Services Total	\$ -	\$ -	\$ 1,390,210	\$ 1,797,032	\$ 1,920,750	\$ 123,718	6.9%
29 Security Total	\$ -	\$ -	\$ 1,877,158	\$ 2,374,968	\$ 2,453,474	\$ 78,506	3.3%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Safety & Security Division - Continued

Risk	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
30 Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ 166,407	\$ 166,407	100.0%
Materials and Services							
31 Software Licensing Annual Maintenance	-	-	-	-	30,000	30,000	100.0%
32 Other Professional & Technical	-	-	-	-	15,000	15,000	100.0%
33 Safety & Wellness	-	-	-	-	32,000	32,000	100.0%
34 Office Supplies	-	-	-	-	500	500	100.0%
35 Utilities	-	-	-	-	600	600	100.0%
36 Payouts for Damage Settlements	-	-	-	-	50,000	50,000	100.0%
37 Dues & Subscriptions	-	-	-	-	1,100	1,100	100.0%
38 Travel, Meetings, Training, Education	-	-	-	-	8,500	8,500	100.0%
39 Other Misc. Expenses	-	-	-	-	500	500	100.0%
40 Materials and Services Total	\$ -	\$ -	\$ -	\$ -	\$ 138,200	\$ 138,200	100.0%
41 Risk Total	\$ -	\$ -	\$ -	\$ -	\$ 304,607	\$ 304,607	100.0%
42 Safety & Security Division Total	\$ -	\$ -	\$ 2,013,327	\$ 2,547,140	\$ 3,065,102	\$ 517,962	20.3%

GENERAL ADMINISTRATION

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Personnel Services	\$ 602,838	\$ 408,127	\$ 385,997	\$ 436,000	\$ 453,100	\$ 453,100	\$ -
Materials & Services	1,171,874	1,161,218	1,026,550	1,372,432	1,396,339	1,396,339	-
Total	\$ 1,774,712	\$ 1,569,345	\$ 1,412,547	\$ 1,808,432	\$ 1,849,439	\$ 1,849,439	\$ -

Division Description & Responsibilities

This Division is used for expenses that generally apply to the whole district rather than being identifiable to a specific division. Personnel services include retiree medical insurance, health reimbursement administration costs, and the tuition reimbursement program. Materials and services include costs such as general liability insurance and legal fees.

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
General Administration	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1 Personnel Services	\$ 602,838	\$ 408,127	\$ 385,997	\$ 436,000	\$ 453,100	\$ 17,100	3.9%
Materials and Services							
2 Other Professional & Technical	75,772	176,763	119,000	123,400	131,000	7,600	6.2%
3 Contract Maintenance Services	(40)	-	-	-	-	-	0.0%
4 Brokerage Contract	15,130	-	-	-	-	-	0.0%
5 Outside Services	-	-	400	-	500	500	100.0%
6 Legal Services	142,199	108,320	100,000	140,000	140,000	-	0.0%
7 Other Services	2,885	-	1,000	-	1,000	1,000	100.0%
8 Parts, Equipment & Tools	499.12	-	-	500	500	-	0.0%
9 Safety & Wellness	2,000	-	-	-	-	-	0.0%
10 Operating Supplies	276	-	-	-	-	-	0.0%
11 Office Supplies	4,833	8,090	6,500	7,500	7,500	-	0.0%
12 Other Materials and Supplies	10,091	78	200	-	300	300	100.0%
13 Utilities	89,460	38,317	40,800	42,600	43,600	1,000	2.3%
14 Condo Assn Courthouse Square	285,132	185,170	115,000	208,100	260,840	52,740	25.3%
15 Premium for General Liability	416,150	503,999	460,729	643,258	586,057	(57,201)	-8.9%
16 Retail Space Property Taxes	2,329	2,396	2,468	2,468	2,542	74	3.0%
17 Dues & Subscriptions	48,221	72,009	70,000	70,000	72,000	2,000	2.9%
18 Travel, Meetings, Training, Education	7,500	-	-	-	-	-	0.0%
19 Printing	977	-	1,261	-	1,500	1,500	100.0%
20 Cherriots Connect Committee	1,420	3,019	20,000	21,000	21,000	-	0.0%
21 Wellness Committee	25,070	20,350	29,000	50,000	60,000	10,000	20.0%
22 Sustainability Committee	-	900	3,000	5,000	5,000	-	0.0%
23 CC Process & Bank Fees	15,417	13,379	17,000	19,000	19,000	-	0.0%
24 Passthrough	20,121	18,748	32,000	29,606	34,000	4,394	14.8%
25 Other Misc. Expenses	824	3,946	1,500	2,000	2,000	-	0.0%
26 Lease	5,608	5,736	6,692	8,000	8,000	-	0.0%
27 Materials and Services Total	\$ 1,171,875	\$ 1,161,218	\$ 1,026,550	\$ 1,372,432	\$ 1,396,339	\$ 23,907	1.7%
28 General Administration Total	\$ 1,774,712	\$ 1,569,345	\$ 1,412,547	\$ 1,808,432	\$ 1,849,439	\$ 41,007	2.3%
Total General Fund	\$ 36,977,894	\$ 40,080,630	\$ 43,113,728	\$ 47,264,617	\$ 48,553,407	\$ 1,288,790	2.7%



TRANSPORTATION PROGRAMS FUND



TRANSPORTATION PROGRAMS FUND

Summary	FY2023	FY2024	FY2025		FY2026		
	Actual	Actual	Estimate	Budget	Proposed	Approved	Adopted
Cherriots LIFT	\$ 4,325,782	\$ 5,841,846	\$ 6,447,188	\$ 6,489,246	\$ 7,001,218	\$ 7,001,218	\$ -
Cherriots Shop & Ride	346,622	402,964	383,032	477,468	468,810	468,810	-
Cherriots Regional	2,386,683	2,702,433	2,424,315	3,017,668	3,009,783	3,009,783	-
Call Center	4,515	-	-	-	-	-	-
Mobility Management	109,927	89,228	88,202	105,756	127,206	127,206	-
Special Transportation Coordination	905,914	1,244,273	1,526,385	1,940,651	1,948,114	1,948,114	-
Commuter Options	218,398	196,215	334,225	700,000	771,968	771,968	-
Total	\$ 8,297,842	\$ 10,476,959	\$ 11,203,347	\$ 12,730,789	\$ 13,327,099	\$ 13,327,099	\$ -

Fund Description

The Transportation Programs Fund is used to account for seven programs that are primarily supported by fares collected and grant funding.

The programs are:

- Cherriots LIFT - Origin-to-destination transportation service for people whose disability prevents them from using fixed-route service (Cherriots Local).
- Cherriots Shop & Ride - Shopper shuttle and dial-a-ride services for seniors and individuals with disabilities.
- Cherriots Regional - Fixed and flex-route transportation for rural Marion and Polk counties.
- Call Center - Reservation and scheduling center for all Cherriots LIFT, Cherriots Shop & Ride, and Cherriots Regional.
- Mobility Management - Eligibility determinations for Cherriots LIFT services and coordination of travel training and mobility coordination programs.
- Special Transportation Coordination - Coordination and administration of the federal and state funds for the transportation of seniors and individuals with disabilities.
- Commuter Options - Carpool matching services, coordination of vanpools, and provision of alternative modes of transportation to the public.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Transportation Programs Fund

Revenues/Resources and Expenses/Requirements Summary	FY2022-23		FY2023-24		FY2024-25		FY2025-26		Change from FY2024-25 Budget	Percent Change
	Actual	Actual	Year-End Estimate	FY2024-25 Amended Budget	Approved Budget					
1 Operating Revenues/Resources										
2 Passenger Fares	\$ 319,651	\$ 285,112	\$ 339,965	\$ 402,090	\$ 353,318	\$ (48,772)	-12.1%			
3 Federal Direct 5310 Funds	357,845	383,312	390,189	390,189	390,189	-	0.0%			
4 Federal 5311 Funds	809,978	364,912	364,032	337,336	409,166	71,830	21.3%			
5 Federal 5310 Funds Through State	918,323	946,698	878,143	939,690	995,891	56,201	6.0%			
6 TripChoice/Rideshare Grant	93,767	1,138	81,000	325,000	325,000	-	0.0%			
7 TDM Grant	129,745	188,600	375,000	375,000	606,155	231,155	61.6%			
8 DD53 Revenues	765,427	1,360,308	1,118,954	1,220,000	1,152,522	(67,478)	-5.5%			
9 Federal 5307	542,277	552,456	583,674	583,674	583,674	-	0.0%			
10 ARPA 5307	304,413	-	-	-	-	-	0.0%			
11 ARPA 5310	-	-	-	42,465	-	(42,465)	-100.0%			
12 Federal 5311 CARES ACT Through State	-	20,990	73,738	250,000	117,000	(133,000)	-53.2%			
13 STF Pass Through Funds	256,648	-	-	-	-	-	0.0%			
14 STIF Pass Through Funds	397,781	1,135,564	1,024,769	1,239,401	1,365,779	126,378	10.2%			
15 State STF Funds	741,160	-	-	-	-	-	0.0%			
16 State STIF Formula Funds	1,558,034	1,746,211	1,887,872	3,156,846	3,773,940	617,094	19.5%			
17 Other Pass Through Funds	218,319	849,476	900,000	961,126	975,000	13,874	1.4%			
18 Interest on Investments	41,544	86,876	99,777	70,200	88,900	18,700	26.6%			
19 Transfer In-GF Match Required	5,017,507	3,657,104	-	4,054,000	2,900,146	(1,272,778)	-31.4%			
20 Operating Revenues/Resources Total	\$ 12,472,418	\$ 11,578,757	\$ 8,117,113	\$ 14,347,017	\$ 14,036,680	\$ (310,337)	-2.2%			

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Transportation Programs Fund

Revenues/Resources and Expenses/Requirements Summary	FY2022-23		FY2023-24		FY2024-25		FY2025-26		Percent Change
	Actual	Actual	Year-End Estimate	FY2024-25 Amended Budget	Approved Budget	Change from FY2024-25 Budget			
Transportation Program Fund continued									
21 Operating Expenses/Requirements									
22 General Manager/Board of Directors/Sustainability	905,914	1,244,273	1,526,385	1,940,651	1,948,114	7,463	0.4%		
23 Communication	218,398	196,215	88,202	105,756	127,206	21,450	20.3%		
24 Operations	7,173,529	9,036,471	9,254,535	9,984,382	10,479,811	495,429	5.0%		
25 Planning & Development	-	-	334,225	700,000	771,968	71,968	10.3%		
26 Operating Expenses/Requirements Total	\$ 8,297,841	\$ 10,476,959	\$ 11,203,347	\$ 12,730,789	\$ 13,327,099	\$ 596,310	4.7%		
Operating Revenue/Resources less Operating									
27 Expenses/Requirements	\$ 4,174,577	\$ 1,101,798	\$ (3,086,234)	\$ 1,616,228	\$ 709,581	\$ (906,647)	-56.1%		
28 Transfer Out from Other Programs	-	-	-	-	-	-	0.0%		
29 Transfers to Other Funds Total	-	-	-	-	-	-	0.0%		
30 Net Operating and Transfers to Other Funds Total	\$ 4,174,577	\$ 1,101,798	\$ (3,086,234)	\$ 1,616,228	\$ 709,581	\$ (906,647)	-56.1%		
31 Reserve Working Capital	-	-	-	(8,110,301)	(7,263,817)	846,484	-10.4%		
Net Operating, Transfers to Other Funds, and Reserve									
32 Working Capital Total	\$ 4,174,577	\$ 1,101,798	\$ (3,086,234)	\$ (6,494,073)	\$ (6,554,236)	\$ (60,163)	0.9%		
33 Beginning Working Capital	4,364,095	8,538,672	9,640,470	6,425,071	6,554,236	129,165	2.0%		
34 Ending Working Capital	\$ 8,538,672	\$ 9,640,470	\$ 6,554,236	\$ -	\$ (0)	\$ (0)	0.0%		

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Transportation Programs Fund Program		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Expenses/Requirements Summary		Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
General Manager/BOD/SIPM/Sustainability Program								
1	Special Transportation Coordination	\$ 905,914	\$ 1,244,273	\$ 1,526,385	\$ 1,940,651	\$ 1,948,114	\$ 7,463	0.4%
2	General Manager/Board of Directors/SIPM Communication	\$ 905,914	\$ 1,244,273	\$ 1,526,385	\$ 1,940,651	\$ 1,948,114	\$ 7,463	0.4%
3	TripChoice	\$ 218,398	\$ 196,215	\$ -	\$ -	\$ -	\$ -	0.0%
4	Mobility Management	-	-	88,202	105,756	127,206	21,450	20.3%
5	Communication Total	\$ 218,398	\$ 196,215	\$ 88,202	\$ 105,756	\$ 127,206	\$ 21,450	20.3%
Operations								
6	Cherriots Lift	\$ 4,325,782	\$ 5,841,846	\$ 6,447,188	\$ 6,489,246	\$ 7,001,218	\$ 511,972	7.9%
7	Cherriots Shop & Ride	346,622	402,964	383,032	477,468	468,810	(8,658)	-1.8%
8	Cherriots Regional	2,386,683	2,702,433	2,424,315	3,017,668	3,009,783	(7,885)	-0.3%
9	Cherriots Call Center	4,515	-	-	-	-	-	0.0%
10	Mobility Management	109,927	89,228	-	-	-	-	0.0%
11	Operations Total	\$ 7,173,529	\$ 9,036,471	\$ 9,254,535	\$ 9,984,382	\$ 10,479,811	\$ 495,429	5.0%
Planning & Development								
12	Commuter Options	\$ -	\$ -	\$ 334,225	\$ 700,000	\$ 771,968	71,968	10.3%
13	Planning & Development Total	\$ -	\$ -	\$ 334,225	\$ 700,000	\$ 771,968	\$ 71,968	10.3%
14	Transportation Programs Fund Total	\$ 8,297,842	\$ 10,476,959	\$ 11,203,347	\$ 12,730,789	\$ 13,327,099	\$ 596,310	4.7%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26

Cherriots LIFT

Revenue/Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 Passenger Fares	\$ 183,107	\$ 134,480	\$ 100,983	\$ 152,387	\$ 104,012	\$ (48,375)	-31.7%
3 Federal Direct 5310 Funds	157,149	170,823	158,834	-	166,800	166,800	100.0%
4 Federal 5310 Funds Through State	332,921	-	22,176	11,088	11,088	-	0.0%
5 DD53 Revenues	765,427	1,360,308	1,118,954	1,220,000	1,152,522	(67,478)	-5.5%
6 Federal 5307	542,277	552,456	583,674	583,674	583,674	-	0.0%
7 ARPA 5307	304,413	-	-	-	-	-	0.0%
8 State STF Funds	297,225	-	-	-	-	-	0.0%
9 State STIF Formula Funds	447,956	702,372	577,537	970,930	1,025,440	54,510	5.6%
10 Transfer In-GF Match Required	5,017,507	3,657,104	-	4,054,000	2,781,222	(1,272,778)	-31.4%
11 Operating Revenues/Resources Total	\$ 8,047,982	\$ 6,577,543	\$ 2,562,158	\$ 6,992,079	\$ 5,824,758	\$ (1,167,321)	-16.7%
12 Operating Expenses/Requirements							
13 Personnel Services	\$ 334,797	\$ 408,385	\$ 377,395	\$ 435,043	\$ 425,554	\$ (9,489)	-2.2%
14 Materials & Services							
15 Other Professional & Technical	607	-	5,000	5,000	7,500	2,500	50.0%
16 Contract Maintenance Services	-	540	-	-	-	-	0.0%
17 Contract Eligibility Determination	108,940	158,443	154,643	154,643	160,464	5,821	3.8%
18 Towing & Collision Repairs	(31,390)	2,013	4,050	2,400	2,400	-	0.0%
19 Radio Charges	16,025	17,243	20,000	18,720	20,000	1,280	6.8%
20 Legal Services	574	-	-	-	-	-	0.0%
21 Other Services	636	1,557	3,500	3,500	13,100	9,600	274.3%
22 Fuel-Cars & Other	291,792	285,789	250,000	323,400	320,000	(3,400)	-1.1%
23 Fuel-Diesel	615	-	-	-	-	-	0.0%
24 Fuel-CNG	-	-	-	-	61,000	61,000	100.0%
25 Lubricant & Coolant	34,593	7,272	7,000	8,000	8,500	500	6.3%
26 Tires & Tire Supplies	12,861	21,576	16,000	22,000	22,000	-	0.0%
27 Parts, Equipment & Tools	49,639	58,071	43,500	58,690	67,600	8,910	15.2%
28 Operating Supplies	-	-	200	-	-	-	0.0%
29 Office Supplies	136	476	100	550	300	(250)	-45.5%
30 Utilities	456	966	459	600	600	-	0.0%
31 Contract Transportation	2,707,255	3,751,947	4,354,588	4,455,250	4,567,750	112,500	2.5%
32 Dues & Subscriptions	605	2,105	2,800	4,100	4,300	200	4.9%
33 Travel, Meetings, Training, Education	3,054	4,742	8,250	8,250	8,250	-	0.0%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Cherriots LIFT - Continued

	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year- End Estimate	FY2024-25 Amended Budget	FY2025-26 Projected Budget	Change from FY2024-25 Budget	Percent Change	
34 Printing	2,964	10,422	1,000	6,500	2,500	(4,000)	-61.5%	34
35 Match Expense	195,160	425,934	544,000	310,000	600,000	290,000	93.5%	35
36 Other Misc. Expenses	201	-	-	-	-	-	0.0%	36
37 Lease-Other	32,886	209,240	222,703	232,600	256,200	23,600	10.1%	37
38 Call Center	563,374	475,125	432,000	440,000	453,200	13,200	3.0%	38
39 Materials & Services Total	\$ 3,990,985	\$ 5,433,461	\$ 6,069,793	\$ 6,054,203	\$ 6,575,664	\$ 521,461	8.6%	39
40 Operating Expenses/Requirements Total	\$ 4,325,782	\$ 5,841,846	\$ 6,447,188	\$ 6,489,246	\$ 7,001,218	\$ 511,972	7.9%	40
Operating Revenue/Resources less Operating								
41 Expenses/Requirements	\$ 3,722,200	\$ 735,697	\$ (3,885,030)	\$ 502,833	\$ (1,176,460)	\$ (1,679,293)	-334.0%	41
42 Beginning Working Capital	603,593	4,325,793	5,061,490	2,392,633	1,176,460	(1,216,173)	-50.8%	42
43 Ending Working Capital	\$ 4,325,793	\$ 5,061,490	\$ 1,176,460	\$ 2,895,466	\$ 0	\$ (2,895,466)	-100.0%	43

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Cherriots Shop & Ride

Revenue/Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 Passenger Fares	\$ 15,748	\$ 13,758	\$ 13,863	\$ 16,515	\$ 14,280	\$ (2,235)	-13.5%
3 Federal Direct 5310 Funds	200,696	212,489	231,355	390,189	223,389	(166,800)	-42.7%
4 Federal 5310 Funds Through State	-	56,496	28,761	51,742	51,742	-	0.0%
5 ARPA 5310	-	-	-	42,465	-	(42,465)	-100.0%
6 State STF Funds	111,376	-	-	-	-	-	0.0%
7 State STIF Formula Funds	-	54,044	106,508	106,508	137,464	30,956	29.1%
8 Transfer In-GF Match Required	-	-	-	-	68,924	68,924	100.0%
9 Operating Revenues/Resources Total	\$ 327,820	\$ 336,787	\$ 380,487	\$ 607,419	\$ 495,799	\$ (111,620)	-18.4%
10 Operating Expenses/Requirements							
11 Personnel Services	\$ 38,452	\$ 55,475	\$ 45,782	\$ 57,418	\$ 45,460	\$ (11,958)	-20.8%
12 Materials & Services							
13 Towing & Collision Repairs	(5,058)	-	-	450	450	-	0.0%
14 Outside Services	-	369	-	700	-	(700)	-100.0%
15 Legal Services	574	-	-	-	-	-	0.0%
16 Radio Charges	2,010	1,990	1,500	1,800	1,350	(450)	-25.0%
17 Fuel-Cars & Other	18,428	18,334	16,000	19,000	19,000	-	0.0%
18 Lubricant & Coolant	276	188	500	500	500	-	0.0%
19 Tires & Tire Supplies	1,041	694	750	1,500	1,650	150	10.0%
20 Parts, Equipment & Tools	1,427	612	2,500	4,560	3,200	(1,360)	-29.8%
21 Contract Transportation	229,914	279,802	255,000	325,000	334,750	9,750	3.0%
22 Printing	-	-	-	3,500	3,500	-	0.0%
23 Lease-Other	3,245	-	20,000	8,040	13,950	5,910	73.5%
24 Call Center	56,313	45,500	41,000	55,000	45,000	(10,000)	-18.2%
25 Materials & Services Total	\$ 308,170	\$ 347,489	\$ 337,250	\$ 420,050	\$ 423,350	\$ 3,300	0.8%
26 Operating Expenses/Requirements Total	\$ 346,622	\$ 402,964	\$ 383,032	\$ 477,468	\$ 468,810	\$ (8,658)	-1.8%
Operating Revenue/Resources less Operating							
27 Expenses/Requirements	\$ (18,802)	\$ (66,177)	\$ (2,545)	\$ 129,951	\$ 26,989	\$ (102,962)	-79.2%
28 Beginning Working Capital	60,535	41,733	(24,444)	146,479	(26,989)	(173,468)	-118.4%
29 Ending Working Capital	\$ 41,733	\$ (24,444)	\$ (26,989)	\$ 276,430	\$ (0)	\$ (276,430)	-100.0%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Cherriots Regional

Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 Passenger Fares	\$ 120,796	\$ 136,874	\$ 225,119	\$ 233,188	\$ 235,026	\$ 1,838	0.8%
3 Federal 5311 Funds	809,978	364,912	364,032	337,336	409,166	71,830	21.3%
4 Federal 5310 Funds Through State	505,202	810,138	712,911	789,801	835,531	45,730	5.8%
5 Federal 5311 CARES ACT Through State	-	20,990	73,738	250,000	117,000	(133,000)	-53.2%
6 State STF Funds	318,999	-	-	-	-	-	0.0%
7 State STIF Formula Funds	1,110,078	982,675	1,188,572	2,013,549	2,597,874	584,325	29.0%
8 Operating Revenues/Resources Total	\$ 2,865,053	\$ 2,315,589	\$ 2,564,372	\$ 3,623,874	\$ 4,194,597	\$ 570,723	15.7%
9 Operating Expenses/Requirements							
10 Personnel Services	\$ 232,735	\$ 287,487	\$ 257,590	\$ 331,463	\$ 267,706	\$ (63,757)	-19.2%
11 Materials & Services							
12 Towing & Collision Repairs	(17,968)	(1,905)	2,000	2,500	2,500	-	0.0%
13 Outside Services	4,347	7,075	4,000	5,000	5,000	-	0.0%
14 Legal Services	579	-	-	-	-	-	0.0%
15 Radio Charges	5,510	5,639	4,556	5,040	5,712	672	13.3%
16 Other Services	317	-	-	-	-	-	0.0%
17 Fuel-Cars & Other	236,693	46,629	38,000	40,000	40,000	-	0.0%
18 Fuel-Diesel	59,885	207,079	225,000	275,000	275,000	-	0.0%
19 Lubricant & Coolant	13,152	15,635	12,000	15,000	15,000	-	0.0%
20 Tires & Tire Supplies	5,341	8,790	10,400	10,500	11,550	1,050	10.0%
21 Parts, Equipment & Tools	53,102	72,355	53,000	63,300	61,200	(2,100)	-3.3%
22 Operating Supplies	4,672	4,990	-	-	-	-	0.0%
23 Contract Transportation	1,735,514	2,039,022	1,791,000	2,227,625	2,283,875	56,250	2.5%
24 Advertising/Promotion Media	250	-	-	-	-	-	0.0%
25 Lease-Other	9,735	-	16,500	30,240	30,240	-	0.0%
26 Call Center	42,820	9,638	10,269	12,000	12,000	-	0.0%
27 Materials & Services Total	\$ 2,153,949	\$ 2,414,946	\$ 2,166,725	\$ 2,686,205	\$ 2,742,077	\$ 55,872	2.1%
28 Operating Expenses/Requirements Total	\$ 2,386,683	\$ 2,702,433	\$ 2,424,315	\$ 3,017,668	\$ 3,009,783	\$ (7,885)	-0.3%
29 Operating Revenue/Resources less Operating Expenses/Requirements	\$ 478,370	\$ (386,844)	\$ 140,057	\$ 606,206	\$ 1,184,814	\$ 578,608	95.4%
30 Beginning Working Capital	1,743,392	2,221,762	1,834,918	2,204,806	1,974,975	(229,831)	-10.4%
31 Ending Working Capital	\$ 2,221,762	\$ 1,834,918	\$ 1,974,975	\$ 2,811,012	\$ 3,159,789	\$ 348,777	12.4%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Cherriots Call Center

Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Expenses/Requirements							
2 Personnel Services	\$ 923	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
3 Materials & Services							
4 Software Licensing & Annual Maintenance	6,300	-	-	-	-	-	0.0%
5 Other Professional & Technical	6,960	-	-	-	-	-	0.0%
6 Brokerage Contract	466,910	-	-	-	-	-	0.0%
7 Other Services	2,865	-	-	-	-	-	0.0%
8 Office Supplies	(23)	-	-	-	-	-	0.0%
9 Utilities	19,381	-	-	-	-	-	0.0%
10 Call Center Allocation	(498,801)	-	-	-	-	-	0.0%
11 Materials & Services Total	\$ 3,592	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
12 Operating Expenses/Requirements Total	\$ 4,515	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26

Mobility Management

Revenue/Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 Federal 5310 Funds Through State	\$ 80,200	\$ 80,064	\$ 114,295	\$ 87,059	\$ 97,530	\$ 10,471	12.0%
3 State STIF Formula Funds	-	7,120	13,161	65,859	11,162	(54,697)	-83.1%
4 State STF Funds	11,560	-	-	-	-	-	0.0%
5 Operating Revenues/Resources Total	\$ 91,760	\$ 87,184	\$ 127,456	\$ 152,918	\$ 108,692	\$ (44,226)	-28.9%
6 Operating Expenses/Requirements							
7 Personnel Services	\$ 55,895	\$ 49,192	\$ 37,263	\$ 30,556	\$ 41,006	\$ 10,450	34.2%
8 Materials & Services							
9 Other Professional & Technical	43,016	35,547	47,984	72,200	82,500	10,300	14.3%
10 Legal Services	1,680	-	-	-	-	-	0.0%
11 Other Materials and Supplies	251	50	1,000	2,000	1,500	(500)	-25.0%
12 Utilities	-	2,949	1,055	-	1,200	1,200	100.0%
13 Advertising/Promotion Media	9,018	1,490	900	1,000	1,000	-	0.0%
14 Travel, Meetings, Training, Education	68	-	-	-	-	-	0.0%
15 Materials & Services Total	\$ 54,032	\$ 40,036	\$ 50,939	\$ 75,200	\$ 86,200	\$ 11,000	14.6%
16 Operating Expenses/Requirements Total	\$ 109,927	\$ 89,228	\$ 88,202	\$ 105,756	\$ 127,206	\$ 21,450	20.3%
Operating Revenue/Resources less Operating							
17 Expenses/Requirements	(18,167)	(2,044)	39,254	47,162	(18,514)	(65,676)	-139.3%
18 Beginning Working Capital	24,153	5,986	3,942	78,843	43,196	(35,647)	-45.2%
19 Ending Working Capital	\$ 5,986	\$ 3,942	\$ 43,196	\$ 126,005	\$ 24,682	\$ (101,323)	-80.4%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Special Transportation Coordination

Revenue/Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 STF Pass Through Funds	\$ 256,648	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
3 STIF Pass Through Funds	397,781	1,135,564	1,024,769	1,239,401	1,365,779	126,378	10.2%
4 State STF Funds	2,000	-	-	-	-	-	0.0%
5 State STIF Formula Funds	-	-	2,094	-	2,000	2,000	100.0%
6 Other Pass Through Funds	218,319	849,476	900,000	961,126	975,000	13,874	1.4%
7 Interest on Investments	41,544	86,876	99,777	70,200	88,900	18,700	26.6%
8 Operating Revenues/Resources Total	\$ 916,292	\$ 2,071,916	\$ 2,026,640	\$ 2,270,727	\$ 2,431,679	\$ 160,952	7.1%
9 Operating Expenses/Requirements							
10 Personnel Services	\$ 7,423	\$ 22,417	\$ 2,845	\$ -	\$ -	\$ -	0.0%
11 Materials & Services							
12 Other Professional & Technical	-	80,216	6,793	10,000	10,000	-	0.0%
13 Towing Expenses	-	463	1,850	1,000	2,000	1,000	100.0%
14 Outside Services	-	65	-	-	-	-	0.0%
15 Fuel - Unleaded	1,867	858	41,489	(40,000)	42,000	82,000	205.0%
16 Replacement Parts	-	5,814	9,968	15,000	15,000	-	0.0%
17 STF Pass-through Expense	256,648	-	-	-	-	-	0.0%
18 STIF Pass-through Expense	478,497	463,323	783,680	1,239,401	1,163,864	(75,537)	-6.1%
19 Contract Transportation-Other	161,419	671,118	679,760	715,000	715,000	-	0.0%
20 Printing	60	-	-	250	250	-	0.0%
21 Materials & Services Total	\$ 898,491	\$ 1,221,856	\$ 1,523,540	\$ 1,940,651	\$ 1,948,114	\$ 7,463	0.4%
22 Operating Expenses/Requirements Total	\$ 905,914	\$ 1,244,273	\$ 1,526,385	\$ 1,940,651	\$ 1,948,114	\$ 7,463	0.4%
23 Operating Revenue/Resources less Operating Expenses/Requirements	\$ 10,378	\$ 827,643	\$ 500,255	\$ 330,076	\$ 483,565	\$ 153,489	46.5%
24 Beginning Working Capital	1,309,580	1,319,958	2,147,601	1,639,257	2,647,856	1,008,599	61.5%
25 Ending Working Capital	\$ 1,319,958	\$ 2,147,601	\$ 2,647,856	\$ 1,969,333	\$ 3,131,421	\$ 1,162,088	59.0%

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26

Cherriots Commuter Options

Revenue/Resources & Expenses/Requirements Summary	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Year-End Estimate	FY2024-25 Amended Budget	FY2025-26 Approved Budget	Change from FY2024-25 Budget	Percent Change
1 Operating Revenues/Resources							
2 TripChoice/Rideshare Grant	\$ 93,767	\$ 1,138	\$ 81,000	\$ 325,000	325,000	\$ -	0.0%
3 TDM Grant	129,745	188,600	375,000	375,000	606,155	231,155	61.6%
4 Transfer In-GF Match Required	-	-	-	-	50,000	50,000	100.0%
5 Operating Revenues/Resources Total	\$ 223,512	\$ 189,738	\$ 456,000	\$ 700,000	\$ 981,155	\$ 281,155	40.2%
6 Operating Expenses/Requirements							
7 Personnel Services	\$ 180,279	\$ 173,670	\$ 184,249	\$ 324,825	\$ 188,167	\$ (136,658)	-42.1%
8 Materials & Services							
9 Other Professional & Technical	26,290	9,820	33,248	9,748	220,500	210,752	2162.0%
10 Uniforms	-	-	-	-	200	200	100.0%
11 Legal Services	-	-	2,703	-	5,000	5,000	100.0%
12 Parts, Equipment & Tools	1,039	-	-	100	100	-	0.0%
13 Operating Supplies	430	116	-	-	-	-	0.0%
14 Office Supplies	-	-	-	100	100	-	0.0%
15 Other Materials & Supplies	-	-	-	5,000	5,000	-	0.0%
16 Utilities	1,100	576	576	1,350	576	(774)	-57.3%
17 Dues & Subscriptions	1,670	1,475	925	1,917	925	(992)	-51.7%
18 Advertising/Promotion Media	2,733	-	-	20,200	15,000	(5,200)	-25.7%
19 Travel, Meetings, Training, Education	4,557	4,907	3,543	4,500	6,000	1,500	33.3%
20 Guarantee Ride Home	-	480	-	1,500	1,200	(300)	-20.0%
21 Van Pool Subsidy	-	-	108,981	325,000	325,000	-	0.0%
22 Printing	-	5,171	-	2,980	2,200	(780)	-26.2%
23 Other Misc. Expenses	300	-	-	2,780	2,000	(780)	-28.1%
24 Materials & Services Total	\$ 38,118	\$ 22,545	\$ 149,976	\$ 375,175	\$ 583,801	\$ 208,626	55.6%
25 Operating Expenses/Requirements Total	\$ 218,398	\$ 196,215	\$ 334,225	\$ 700,000	\$ 771,968	\$ 71,968	10.3%
26 Operating Revenue/Resources less Operating Expenses/Requirements	\$ 5,114	(6,477)	\$ 121,775	\$ -	\$ 209,187	\$ 209,187	100.0%
27 Beginning Working Capital	2,141	7,255	778	147,087	122,553	(24,534)	-16.7%
28 Ending Working Capital	\$ 7,255	\$ 778	\$ 122,553	\$ 147,087	\$ 331,740	\$ 184,653	125.5%



CAPITAL PROGRAMS FUND



CAPITAL PROJECTS FUND

Summary	FY2023	FY2024	FY2025		FY2026		Adopted
	Actual	Actual	Estimate	Budget	Proposed	Approved	
Revenues	\$ 12,026,477	\$ 17,013,604	\$ 3,307,864	\$ 36,447,643	\$ 34,837,853	\$ 34,837,853	
Expenses	\$ 7,685,507	\$ 15,499,204	\$ 3,307,863	\$ 36,447,643	\$ 40,124,767	\$ 40,124,767	

Fund Description

The Capital Projects Fund is used to manage funds and expenditures for major capital acquisitions and projects. Funding for capital acquisitions and projects is a combination of federal, state, and local sources.

Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26
Capital Projects Fund Revenues/Resources

Total Capital Projects Fund Revenues/Resources & Expenses/Requirements		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
		Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
1	Federal FHWA STP Funds	\$ 2,169,188	\$ 768,717	\$ 1,256,570	\$ 4,158,264	\$ 154,124	\$ (4,004,140)	-96.3%
2	Federal FTA 5339 Funds	1,415,639	8,803,259	827,036	10,489,251	9,891,691	(597,560)	-5.7%
3	Federal FTA 5307 Funds	2,267,872	1,465,022	676,000	2,278,516	4,516,994	2,238,478	98.2%
4	FTA TIG	-	403	29,281	8,866,000	9,366,000	500,000	5.6%
5	Total Federal Assistance	5,852,699	11,037,401	2,788,887	25,792,030	23,928,809	(1,863,222)	-7.2%
6	Federal 5310 Funds Through State	1,054	4,321	-	717,840	717,840	-	0.0%
7	State 5339 Discretionary Funds	465,144	-	4,000	-	151,328	151,328	100.0%
8	State DAS Funds	-	970,000	-	605,156	905,156	300,000	49.6%
9	State STIF Discretionary Funds	151,702	547,097	47,797	691,478	3,276,208	2,584,730	373.8%
10	Total State Assistance	617,900	1,521,418	51,797	2,014,475	5,050,532	3,036,058	150.7%
11	Other Resources							
12	Transfers from GF Match Required	5,555,878	4,454,785	467,180	8,641,138	4,128,502	(4,512,636)	-52.2%
13	Transfers from GF Capital Reserve (5307)	-	-	-	-	1,666,000	1,666,000	100.0%
14	Transfers from GF Asset Reserve	-	-	-	-	64,010	64,010	100.0%
15	Total Other Resources	5,555,878	4,454,785	467,180	8,641,138	5,858,512	(2,782,626)	-32.2%
16	Total Capital Project Fund Resources	\$ 12,026,477	\$ 17,013,604	\$ 3,307,864	\$ 36,447,643	\$ 34,837,853	\$ (1,609,790)	-4.4%
17	Operating Expenses/Requirements							
18	Deputy General Manager	\$ 19,735	\$ 422,872	\$ 102,192	\$ 640,000	\$ 9,390,040	\$ 8,750,040	1367.2%
19	Finance	350,347	(10,487)	6,938	168,863	-	(168,863)	-100.0%
20	Human Resources	-	17,000	-	-	-	-	0.0%
21	Information Technology & Infrastructure	155,918	853,472	1,620,320	2,513,556	-	(2,513,556)	-100.0%
22	Operations	6,909,322	13,495,745	1,464,130	25,628,186	28,633,803	3,005,617	11.7%
23	Planning & Development	250,185	720,602	114,283	7,497,038	2,100,924	(5,396,114)	-72.0%
24	Total Capital Projects Fund Requirements	\$ 7,685,507	\$ 15,499,204	\$ 3,307,863	\$ 36,447,643	\$ 40,124,767	\$ 3,677,124	10.1%
25	Operating Revenue/Resources less Operating Expenses/Requirements	\$ 4,340,970	\$ 1,514,400	\$ 1	\$ -	\$ (5,286,914)	\$ (5,286,914)	100.0%
26	Reserved Working Capital	-	-	-	(3,648,147)	(4,698,953)	(1,050,806)	28.8%
27	Net Operating and Reserve Working Capital Total	\$ 4,340,970	\$ 1,514,400	\$ 1	\$ (3,648,147)	\$ (9,985,867)	\$ (6,337,720)	173.7%
28	Beginning Working Capital	4,130,496	8,471,466	9,985,866	3,648,147	9,985,867	6,337,720	173.7%
29	Ending Working Capital	\$ 8,471,466	\$ 9,985,866	\$ 9,985,867	\$ 0	\$ 0	\$ 0	0.0%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

Capital Projects Fund Expenses/Requirements by Division

		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
	Deputy General Manager	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
1	Del Webb Camera Replacement	\$ -	\$ 344,974	\$ -	\$ -	\$ -	\$ -	-	1
2	District Website Improvement Project	-	-	-	-	260,000	260,000	100.0%	2
3	DW Fence and Exterior Security Upgrades	236	60,650	102,192	640,000	1,425,000	785,000	100.0%	3
4	DW & KTC Card Reader & Card Replacements	-	17,248	-	-	-	-	0.0%	4
5	ITS Equipment Life Cycle Equip Replacement FY26	-	-	-	-	150,000	150,000	100.0%	5
6	Network & Server Life Cycle Equip Replacement FY26	-	-	-	-	270,000	270,000	100.0%	6
7	Non-Revenue & MV1 Camera System	19,499	-	-	-	-	-	0.0%	7
8	Project Management Software	-	-	-	-	56,040	56,040	100.0%	8
9	South Salem Transit Center	-	-	-	-	7,060,000	7,060,000	100.0%	9
10	Tyler Munis/MARTI Software Implementation	-	-	-	-	169,000	169,000	100.0%	10
11	Total Deputy General Manager	\$ 19,735	\$ 422,872	\$ 102,192	\$ 640,000	\$ 9,390,040	\$ 8,750,040	1367.2%	11

		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
	Finance	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
12	Tyler Munis/MARTI Software Implementation	\$ 350,347	\$ (10,487)	\$ 6,938	\$ 168,863	\$ -	\$ (168,863)	-100.0%	12
13	Total Finance	\$ 350,347	\$ (10,487)	\$ 6,938	\$ 168,863	\$ -	\$ (168,863)	-100.0%	13

		FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
	Human Resources	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
14	Protected/Disability Leave Tracker	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ -	0.0%	14
15	Total Human Resources	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ -	0.0%	15

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Information Technology & Infrastructure	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
16 CITS (ITS replacement)	\$ -	\$ 648,971	\$ 1,375,389	\$ 1,567,556	\$ -	\$ (1,567,556)	-100.0%
17 Cradlepoint Bus Router Upgrades	-	51,992	-	-	-	-	0.0%
18 Cybersecurity Intrusion Detection System	-	-	90,000	90,000	-	(90,000)	-100.0%
19 DW Server Room Architecture	6,467	-	-	-	-	-	0.0%
20 Farebox Server Lifecycle Replacement	-	8,974	-	-	-	-	0.0%
21 Fixed Route Video Server Lifecycle Replacement	-	25,935	-	-	-	-	0.0%
22 DW Maint Tracking System Replacement	-	-	-	696,000	-	(696,000)	-100.0%
23 Network Life Cycle Equipment Replacements FY22	50,044	1,100	-	-	-	-	0.0%
24 Network Life Cycle Equipment Replacements FY24	-	50,316	-	-	-	-	0.0%
25 Network Life Cycle Server Replacements FY23	99,407	-	-	-	-	-	0.0%
26 Network Life Cycle Server Replacements FY24	-	66,185	-	-	-	-	0.0%
27 Network Life Cycle Server Replacements FY25	-	-	154,931	160,000	-	(160,000)	-100.0%
28 Total Information Technology & Infrastructure	\$ 155,918	\$ 853,472	\$ 1,620,320	\$ 2,513,556	\$ -	\$ (2,513,556)	-100.0%

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Operations	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
29 AC Tool	\$ 6,888	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
30 Air Compressor Tank Replacement	-	-	-	-	20,000	20,000	100.0%
31 Battery Charger - Portable Electric	-	44,973	-	-	-	-	0.0%
32 BEB Maintenance Shop Equipment	-	-	-	-	300,000	300,000	100.0%
33 Bus Batteries, 2020 Low-No BEB	-	-	-	-	108,000	108,000	100.0%
34 Call Center Remodel-Conf Room Work Stations	54,640	12,392	-	-	-	-	0.0%
35 CNG Station Replacement	1,621,488	-	-	-	-	-	0.0%
36 Conference Room Upgrades, CH2 & DW	-	-	-	-	150,000	150,000	100.0%
37 Contactless Fare Payment System (FPS)	25,539	181,851	-	-	-	-	0.0%
38 Demand Response/Mobility as a Service	113,146	-	-	-	-	-	0.0%
39 DW Admin Building Exterior Wall Repair and Repaint	-	38,423	-	-	-	-	0.0%
40 DW Admin Building Metal Roof Repainting	-	49,940	-	-	-	-	0.0%
41 DW Conference Room Sound Mitigation	-	-	-	-	20,000	20,000	100.0%
42 DW Fire Panel Replacement	-	-	26,110	-	-	-	0.0%
43 DW Maint Locker Replacement	5,884	-	-	-	-	-	0.0%
44 DW Maint Shop Door Opener	56,870	-	-	-	-	-	0.0%
45 DW Maint Tilt Up Wall Sealant	9,999	-	-	-	-	-	0.0%
46 DW Maint Tracking System Replacement	-	-	-	-	656,000	656,000	100.0%
47 DW Operator Break Rm Furniture	-	-	-	-	110,000	110,000	100.0%
48 DW Partition Wall	9,965	-	-	-	-	-	0.0%

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent	
Operations - continued	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change	
49 DW Steam Bay Vehicle Lift	1,776	153,363	-	-	-	-	0.0%	49
50 DW Walkway Repairs (Concrete)	9,866	-	-	-	-	-	0.0%	50
51 Electric Bus and Charging Infrastructure	1,474,565	11,992,129	44,492	16,734,182	16,734,182	-	0.0%	51
52 Facilities Fluorescent Lighting Replacement	-	-	-	-	200,000	200,000	100.0%	52
53 Farebox System Replacement	-	-	-	1,837,567	1,836,734	(833)	0.0%	53
54 In-Ground Lifts (Phase 1)	469,402	-	-	-	-	-	0.0%	54
55 In-Ground Lifts (Phase 2 & 3)	-	408	1,289,022	1,293,093	-	(1,293,093)	-100.0%	55
56 ITS Comprehensive	1,056	-	-	-	-	-	0.0%	56
57 KTC Vehicle Entry Control	-	-	-	231,000	231,000	-	0.0%	57
58 Local Bus Disc Brake Tool	17,346	-	-	-	-	-	0.0%	58
59 New EV Stations at KTC	23,270	-	-	-	-	-	0.0%	59
60 On-Board Vehicle Camera DVR System (Lift & S&R)	-	-	100,000	100,000	-	(100,000)	-100.0%	60
61 Overhead Vehicle Maintenance Dispensing System	-	82,563	4,506	-	-	-	0.0%	61
62 Parts Room Cabinets (Phase 2)	-	25,770	-	-	-	-	0.0%	62
63 Parts Room Cabinets FY26	-	-	-	-	62,400	62,400	100.0%	63
64 Program Data Integration (Incident Mgmt) Software	74,600	9,000	-	-	-	-	0.0%	64
65 Tire Machine Replacement	-	17,500	-	-	-	-	0.0%	65
66 Vehicle-Non-Rev, STIF Regional Maint	-	76,462	-	-	-	-	0.0%	66
67 Vehicles-Non-Rev, Supervisor Replacements	193,401	21,552	-	-	-	-	0.0%	67
68 Vehicles-Rev, Bus Replacements (Elect 2)	-	-	-	3,600,000	3,600,000	-	0.0%	68
69 Vehicles-Rev, LIFT Bus Replacements (7)	496	4,456	-	1,297,084	1,310,227	13,143	1.0%	69
70 Vehicles-Rev, LIFT Bus Replacements (10)	-	-	-	-	2,660,000	2,660,000	100.0%	70
71 Vehicles-Rev, Local CNG Bus Replacements (5)	2,738,314	-	-	-	-	-	0.0%	71
72 Vehicles-Rev, Local Right-Sized Expansion Buses (2)	-	-	-	535,260	535,260	-	0.0%	72
73 Vehicles-Rev, Local Right-Sized Expansion Buses (4)	-	784,964	-	-	-	-	0.0%	73
74 Vehicles-Rev, Regional Bus Replacements (4 Bluebirds)	811	-	-	-	-	-	0.0%	74
75 Yard Tug	-	-	-	-	100,000	100,000	100.0%	75
76 Total Operations	\$ 6,909,322	\$ 13,495,745	\$ 1,464,130	\$ 25,628,186	\$ 28,633,803	\$ 3,005,617	11.7%	76

**Salem Area Mass Transit District
Approved Budget - Fiscal Year 2025-26**

	FY2022-23	FY2023-24	FY2024-25	FY2024-25	FY2025-26	Change from	Percent
Planning & Development	Actual	Actual	Year-End Estimate	Amended Budget	Approved Budget	FY2024-25 Budget	Change
77 East Salem Transit Center	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	0.0%
78 South Salem Transit Center	114,678	385,360	84,283	6,029,087	-	(6,029,087)	-100.0%
79 Stop Accessibility Improvement Program (BSIP)	-	-	-	-	-	-	0.0%
80 Stop Accessibility Improvement Program, Local (BSIP)	135,123	209,849	25,000	184,951	471,764	286,813	155.1%
81 Stop Accessibility Improvement Program, Regional (BSIP)	-	840	5,000	143,000	189,160	46,160	32.3%
82 Stop and Shelters, New Construction Local Rt 22 (17)	-	-	-	340,000	340,000	-	0.0%
83 Transit Signal Priority	384	124,553	-	300,000	600,000	300,000	100.0%
84 Total Planning & Development	\$ 250,185	\$ 720,602	\$ 114,283	\$ 7,497,038	\$ 2,100,924	\$ (5,396,114)	-72.0%
85 Total FY25 Capital Project Fund Requirements	\$ 7,685,507	\$ 15,499,204	\$ 3,307,863	\$ 36,447,643	\$ 40,124,767	\$ 3,677,124	10.1%



ADDITIONAL INFORMATION





FY2026

CAPITAL INVESTMENT PLAN

CAPITAL INVESTMENT PLAN FY2026





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CAPITAL INVESTMENT FRAMEWORK

Project Proposals

- **Internal Sources**
 - Policies
 - Department Requests
 - Technology Upgrade Needs
- **External Sources**
 - Riders
 - Community Partners
 - Board
- **Proposals**
 - Project Request Form
 - ICE - Independent Cost Estimate

Vetting

- **Criteria**
 - Strategic Plan
 - Guiding Principles
 - Long Range Transit Plan
- **Prioritize**
 - Resource Capacity
 - Safety
 - State of Good Repair, Mandates
 - Existing Services Reliability Delivery and Efficient Operations
 - Expanded Service

Adoption

- **Budget Committee**
 - Recommended Changes
 - Approval
- **Board**
 - Conduct Public Hearing
 - Direct Changes
 - Adopt

Context For Cherriots Capital Investments

Capital Investment Framework

In everything we do, Salem Area Mass Transit District (Cherriots) strives for achieving excellence, supporting employee engagement and professional growth, increasing our value within the community, and achieving financial health with safety as a vital priority.

Cherriots guiding principles reflect the hearts and minds of the Cherriots workforce

Creating Community Connections is our why.
Delivering Valued Mobility Options that Inspire Community Pride is what we do.
Our values are how we choose to conduct ourselves in the process.
The Capital Investment Plan (CIP) is a framework providing direction and guidance for Cherriots capital and other investments. The CIP prioritizes resources to achieve improvements in the context of the District's long-term capital goals, aligned with the District's organizational strategic goals.

The Salem-Keizer community is a growing and dynamic region with changing needs. Integrating Cherriots plans for growth and development with the goals of the communities we serve ensures we fully leverage our investments. The CIP set forth will guide the District in successfully meeting the future needs of our region and adding value to our community.





Capital Investment Priorities

Cherriots projects vary in size, cost, and community benefit. These projects maintain existing capital assets and assist Cherriots in making the delivery of its services more efficient. Cherriots is committed to maintaining current infrastructure while purposefully investing in new projects that position the District to respond to the changing needs of our riders and community.

The CIP has two fundamental objectives:

1. To make efficient use of Cherriots financial resources.
2. To implement local and regional priorities that anticipate the need for public transportation in the future.

This process has been incorporated into our Transit Asset Management Plan (TAMP), and the District has begun incorporating asset inventory requirements for National Transit Database (NTD) reporting. Departments are asked to begin addressing the needs of both the budgeting cycle and NTD requirements.



Capital Investment Plan Development and Review Process | The CIP is the base document for the Capital Budget process.

Divisions and Departments are required to request new and any carryover projects for the following fiscal year. This project request includes a narrative section to describe how they manage their assets and state the current condition of those assets. These narratives are to be accompanied by a five-year outlook of expected costs of replacements and improvements. New and carryover project request forms were due to the Capital Program Committee (CPC) Chair by November 15 of each year. The Project Management Office reviewed new project requests and conducted research to develop realistic budgets for the CPC to consider as they work through their process of developing the FY26 capital project budget. A draft of the CIP document will be available by April. After budget adoption, a final CIP document will be printed and circulated.

The CPC will evaluate project requests based on the status and progress of current projects in the queue, as well as safety and state of good repair needs. New project requests may be pushed out to a later fiscal year, depending on internal capacity and budget availability.

For purposes of developing the CIP, Cheriots uses a definition of capital that is close to the Federal Transit Administration's definition of capital. Capital projects entail acquisition, construction, improvement and maintenance of facilities and equipment, with the following considerations:

- Unit cost or aggregate cost greater than \$5,000.
- A useful life greater than one year.
- Is not normal maintenance and repair.
- Procurement cost was 50% or more materials or activity directly related to the production of the procurement. (Thus, engineering and construction activity is part of a capital asset.)
- A "system" of related items meeting the above criteria.

Example projects include: vehicle purchases; crime prevention and security equipment; purchase and installation of service and support equipment; accessory and miscellaneous equipment, such as bus stop signs, fare boxes, computers, and shop and garage equipment; development of facilities, including design, land acquisition, and construction; computer hardware, software, vehicle diagnostic equipment, and other equipment that enhances operating efficiency; passenger stations, communications; and safety and security projects.

The proposed fiscal year 2026-2036 CIP represents both our near and long term plan of investments needed in the next 10 years in order to continue to achieve our mission of creating community connections by delivering valued mobility options that inspire community pride.

The CIP has no spending authority. The final decision to commit funds occurs through the annual budget process. The CIP is a starting point for the annual budget, the projects budgeted each year vary from those proposed in the CIP as a result of available funding and the funding needs of existing projects already in the execution phase.

Projects included in the CIP vary in cost, size, and community benefit. Some of the CIP projects are to maintain existing capital assets while others assist in making service delivery more efficient and safer. All projects either maintain our current infrastructure or respond to the changing needs of our riders and our community.

There are three categories of projects that are organized based on funding status:

- Funding source has not yet been identified.
- Funding is in the application process and/or the funding source has been identified.
- Funding has been secured in full.

The FY26 funded capital projects total is \$40,124,767 million. This total includes both new and carryover projects that are being actively completed.



Project Classification

When the CPC convenes in January, it will review all project requests and prioritize them. Cherrits views its capital projects as either additions to the capital plan or as maintenance, rehabilitation, and replacement of existing assets. The safe operation of service and employee safety are our highest priorities. Cost effective capital maintenance and capital replacement are integral to safe operations and fiscal stability. Additions to the CIP usually require new revenue or grant revenue to be budgeted.

A Capital Investment Analysis will be required to resolve issues with complex, high-cost projects. If requested by the CPC, additional documentation will need to be completed along with the Major Project form.

Project Funding

Cherriots projects are funded through competitive state and federal funds, in combination with funding from the District. Projects are funded from a variety of grant sources, including Sections 5307, 5310, 5311, Statewide Transportation Improvement Fund (STIF) formula and discretionary, and Section 5339 formula and discretionary funds.

General funds consist of local non-federal funds such as state tax revenue, Oregon state in-lieu, property taxes, as well as fare revenue. Cherriots is strategic with regards, to planning for funding of capital projects ensuring we submit applications for competitive grants whenever we qualify.

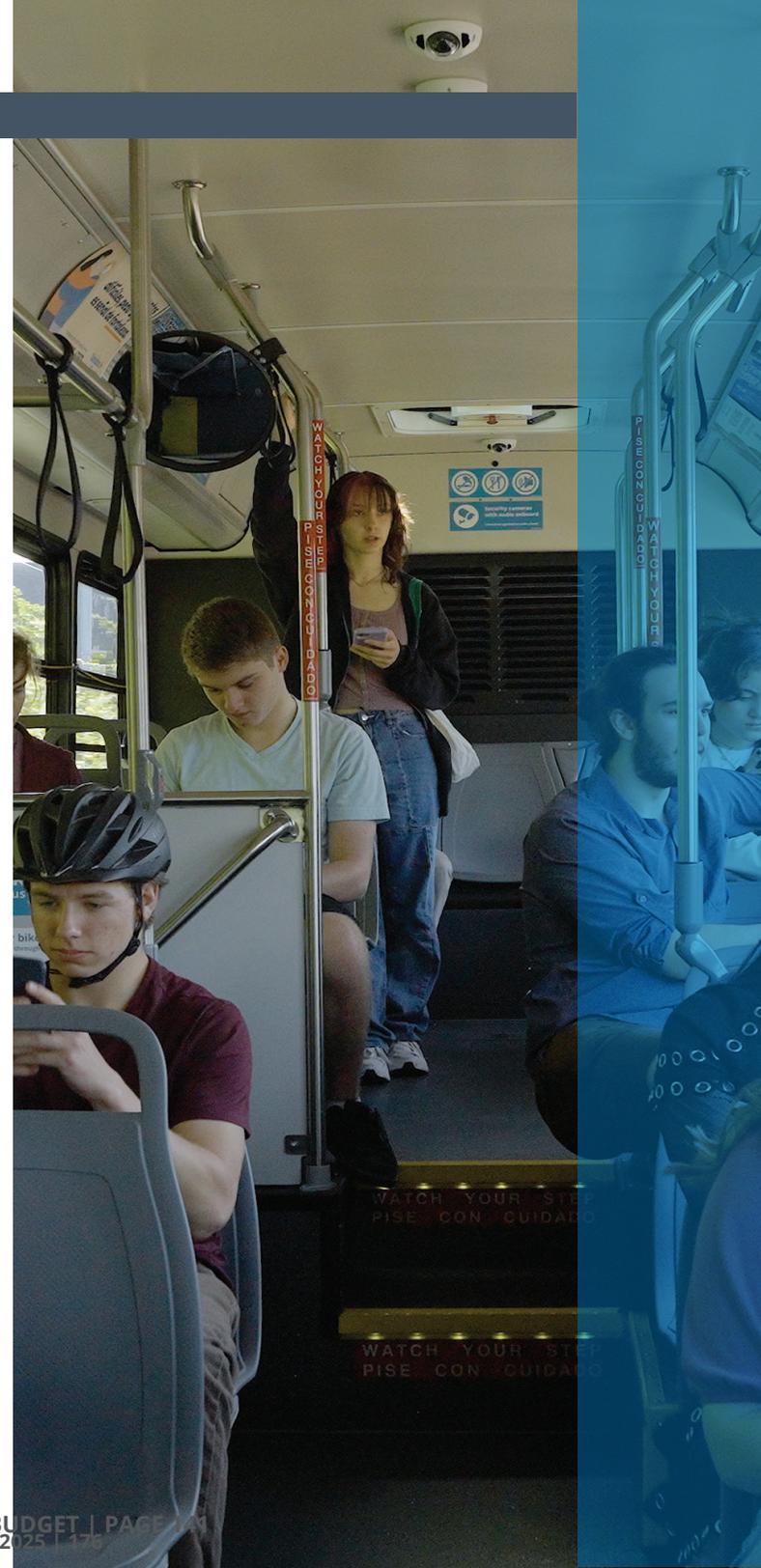
Cherriots identifies and prioritizes a list of capital projects to invest in to serve the needs of our riders, community, and the Cherriots team to ensure we are prepared to meet the dynamic and ever changing transportation needs of the region.

Category	Description	Prioritize Level
Safety - S	Projects related to safety	High
State of Good Repair - SGR	Projects that are cost effective capital maintenance, replacement	High Medium
Mandates - M	Projects related to state, federal requirements	High Medium
Existing Services Reliability, Delivery - ESR	Projects related to delivery of service	High Medium Low
Efficient Operations - EO	Projects related to operations efficiency	High Medium Low
Expanded Service - ES	New projects related to expanding service	Low without new or grant revenue sources



Cherriots FY26 Funded Project Descriptions

Capital projects from all categories and prioritized levels are represented in the approved Fiscal Year 26 Budget. Projects such as new buses, gate and fence project for safety, farebox collection system replacement, BEB maintenance shop equipment, and many more are needed to maintain and improve Cherriots services and connect the community to places they want to travel.



Cherriots FY26 Funded Project Descriptions

Air Compressor Tank Replacement			MARTI ID	260001
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 16,000.00	\$ -	FY26	Preparation
GF Match	\$ 4,000.00	\$ -		
Total Project	\$ 20,000.00	\$ -		

Type of Project: SGR

This project will replace an outdated high pressure air tank for the shop. The current unit is past its used life and will become unsafe to operate if not replaced.

BEB Maintenance Shop Equipment			MARTI ID	260002
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
CPF	\$ 300,000.00	\$ -	FY26	Preparation
Total Project	\$ 300,000.00	\$ -		

Type of Project: S, SGR

This project will fund shop equipment and scaffolding for Battery Electric Bus maintenance and service.

Conference Room Upgrades, CH2 & DW			MARTI ID	260013
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Capital Reserve	\$ 150,000.00	\$ -	FY26	Preparation
Total Project	\$ 150,000.00	\$ -		

Type of Project: SGR

Conference room (4) upgrades including: Dimmable LED light panels (16), glass dry erase boards (4), smart digital whiteboards for Mill Creek and Pringle (2), Chromecast or similar technology (4), Owl Labs conference call technology or similar (3), Wireless speakers/mics (8), digital conference room signs that display room reservations (4), digital check-in system including touchscreen monitor display and software at reception (1), digital clocks with 5.7" numbers, day of the week, and date displayed (4), new tables in all CH2 conference rooms including a double table in Mill Creek (5), and charging docks on conference tables (4). Replace aged furniture in the Del Webb Crater Lake Conference Room, Maintenance Supervisor Office, Dispatch/Supervisor Office, Maintenance Break Room, DTC Quiet Room, and one (1) office.

Cherriots FY26 Funded Project Descriptions

District Website Improvement Project			MARTI ID	260014
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Capital Reserve	\$ 260,000.00	\$ -	FY26	Preparation
Total Project	\$ 260,000.00	\$ -		

Type of Project: SGR
 This project is to update or replace the software running our public website, cherriots.org, to enhance security, its usability on mobile web browsers, and to integrate with CAD/AVL.

DW Conference Room Sound Mitigation			MARTI ID	260003
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Capital Reserve	\$ 20,000.00	\$ -	FY26	Preparation
Total Project	\$ 20,000.00	\$ -		

Type of Project: EO
 This project will add the final number of sound mitigation panels in the Transportation Training Room and Waldo Lake Conference Rooms.

DW Fence & Exterior Security Upgrades			MARTI ID	230021
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA #OR-2022-041	\$ 1,140,000.00	\$ -	FY26	Execution
GF Match/OR-2022-041	\$ 285,000.00	\$ -		
Total Project	\$ 1,425,000.00	\$ -		

Type of Project: SGR
 This project will fund perimeter fence upgrades to enhance security at the DW operations headquarters. The scope includes securing the maintenance side by: enhancing the inbound gate functionality, adding electronic gate controls, and providing a system which will trigger the bus inbound gate to open as a bus approaches. The outbound gate would be equipped with a vehicle detection system. The operations building and maintenance sites would be physically separated by adding fencing where needed and installing a proximity card reader at the pedestrian gate near dispatch and west of the Admin building. Additional security will be made to the operations building side as well by: relocating the gate to separate visitor areas and secure areas, adding gate motors, and electronic gate controls.

Cherriots FY26 Funded Project Descriptions

DW Maintenance Tracking System Replacement			MARTI ID	240037
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Capital Reserve	\$ 656,000.00	\$ -	FY26	Procurement
Total Project	\$ 656,000.00	\$ -		

Type of Project: SGR, EO
 This project will replace the existing FleetNet software program with one that is supported and usable for producing work orders, tracking workflow, inventory, and time spent on work.

DW Operator Break Rm Furniture			MARTI ID	260004
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Capital Reserve	\$ 110,000.00	\$ -	FY26	Preparation
Total Project	\$ 110,000.00	\$ -		

Type of Project: SGR
 This project would replace aged furniture in the Del Webb Operator Break Room which has reached its useful life.

East Salem Transit Center			MARTI ID	260005
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 80,000.00	\$ -	FY26	Preparation
GF Match/FTA 5307	\$ 20,000.00	\$ -		
ODOT STIF D	\$ 320,000.00	\$ -		
STIF F Rsrv Match/ODOT STIF D	\$ 80,000.00	\$ -		
Total Project	\$ 500,000.00	\$ -		

Type of Project: EO
 Plan, design and construct a transit center in the area around Chemeketa Community College to better serve the community northeast side of Salem.

Cherriots FY26 Funded Project Descriptions

Electric Bus and Charging Infrastructure			MARTI ID	240006, 240034, 250015, 230003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE	
Grant 5339c/State DAS/GF Match	\$ 8,034,803.00	\$ -	FY27	Preparation	
CPF/State DAS/GF Match	\$ 7,746,845.00	\$ -			
CMAQ/GF Match	\$ 952,534.00	\$ -			
OR 5339c/GF Match	\$ 108,000.00	\$ -			
Total Project	\$ 16,842,182.00	\$ -			
<p><i>Type of Project: EO, ESR</i> This project will fund the purchase of 10 GILLIG battery-powered electric buses; the chargers that will be utilized to charge the electric buses; the new construction for the charging infrastructure as well as the installation of all chargers. All project management, planning, acquiring, purchasing, installing, designing, and construction associated with electric buses, chargers, and the infrastructure will be funded by this project. The ten electric buses will be replacing ten buses that have exceeded their minimum useful life. The chargers and charging infrastructure will be new. Training will be required and will be provided by GILLIG for the implementation, usage, and maintenance of the electric buses.</p>					

Facilities Fluorescent Lighting Replacement			MARTI ID	260006	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE	
GF	\$ 200,000.00	\$ -	FY26	Preparation	
Total Project	\$ 200,000.00	\$ -			
<p><i>Type of Project: M</i> This project will replace all fluorescent light bulbs with LED or equivalent bulbs across District property.</p>					

Farebox Collection System Replacement			MARTI ID	250007	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE	
FTA 5339a	\$ 1,469,387.00	\$ -	FY26	Procurement	
GF Match	\$ 367,347.00	\$ -			
Total Project	\$ 1,836,734.00	\$ -			
<p><i>Type of Project: SGR, EO, SR, ESR</i> This project is to replace the fareboxes that are past end-of-life and are no longer supported.</p>					

Cherriots FY26 Funded Project Descriptions

ITS Equipment Life Cycle Replacement FY26			MARTI ID	260007
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 120,000.00	\$ -	FY26	Preparation
GF Match	\$ 30,000.00	\$ -		
Total Project	\$ 150,000.00	\$ -		

Type of Project: SGR, EO

This project is to replace ITS equipment that has reached its useful life of 5 years, and purchase additional equipment to standardize technology across the fleet.

KTC Vehicle Entry Control			MARTI ID	250012
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 184,800.00	\$ -	FY26	Procurement
GF Match	\$ 46,200.00	\$ -		
Total Project	\$ 231,000.00	\$ -		

Type of Project: S, EO

This project will add a mechanized, automated control gate for the ingress/egress to the bus only lane at KTC. This access control device will be triggered by an RFID transponder or an in-ground loop or an optical eye that will only be installed on SAMTD vehicles.

Network & Server Lifecycle Replacements FY26			MARTI ID	260008
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
GF Cap Rsrv Project	\$ 270,000.00	\$ -	FY26	Preparation
Total Project	\$ 270,000.00	\$ -		

Type of Project: SGR

This project will fund the replacement of Network Technology equipment that has reached its useful life of 5 years. The District follows industry best practice of a five year lifecycle for IT equipment such as switches, servers, firewalls, access points, uninterpretable power supplies.

Cherriots FY26 Funded Project Descriptions

Parts Room Cabinet FY26			MARTI ID	260009
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 49,920.00	\$ -	FY26	Preparation
GF Match	\$ 12,480.00	\$ -		
Total Project	\$ 62,400.00	\$ -		
<i>Type of Project: EO</i> <i>This project will purchase eight (8) new parts cabinets for the Maintenance area.</i>				

Project Management Software			MARTI ID	260010
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 44,832.00	\$ -	FY26	Preparation
GF Match	\$ 11,208.00	\$ -		
Total Project	\$ 56,040.00	\$ -		
<i>Type of Project: EO</i> <i>Acquisition of a comprehensive project management software package for the District to track projects from initiation to closure of the project. Associated operating costs for subsequent years (FY26-29) would consist of the maintenance and licensing fees for the software package and equal the FY25 cost plus 3% to account for inflation.</i>				

South Salem Transit Center			MARTI ID	SSTCHM
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT STIF Disc. #35080	\$ 3,500,000.00	\$ -	FY26	Execution
FTA #OR-2021-021	\$ 3,060,000.00	\$ -		
ODOT 35080 STIF D	\$ 400,000.00	\$ -		
GF Match/ODOT 35080	\$ 100,000.00	\$ -		
Total Project	\$ 7,060,000.00	\$ -		
<i>Type of Project: EO</i> <i>The project encompasses environmental review, property acquisition assistance, design, engineering, and construction support services for the development of the SSTC.</i>				

Cherriots FY26 Funded Project Descriptions

Stop Accessibility Improvements Program (Local)			MARTI ID	LocalSAIP
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
OR-2021-023 STBG 5307	\$ 154,124.00	\$ -	FY26	Execution
GF Match/OR-2021-023	\$ 17,640.00	\$ -		
STIF F Local (BSIP), after fed \$ used up	\$ 300,000.00	\$ -		
Total Project	\$ 471,764.00	\$ -		

Type of Project: ESR

Civil improvements to bus stops to eliminate barriers for ADA accessibility, add new stops, shelters, and other bus stop amenities to improve service efficiency and customer experience.

Stop Accessibility Improvements Program (Regional)			MARTI ID	240035
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT 35341 5339 discr	\$ 151,328.00	\$ -	FY26	Execution
STIF F Rsrv-Rgnl Match/ODOT 35341	\$ 37,832.00	\$ -		
Total Project	\$ 189,160.00	\$ -		

Type of Project: EO

Make ADA improvements to approximately 12 regional bus stops. These improvements will be a combination of bridging curb to sidewalk, pad extensions and 2 shelter pads at back of sidewalk.

Stops and Shelters, New Construction 17 Local Rt Change			MARTI ID	250018
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STIF	\$ 340,000.00	\$ -	FY26	Execution
Total Project	\$ 340,000.00	\$ -		

Type of Project: EO

Construction of 17 new local stops. This task includes all costs associated with the construction of new stops and shelters (e.g., preliminary engineering and design, construction, project management, etc.) for the new Route 22 and for Routes 4, 12, and 13 extensions.

Cherriots FY26 Funded Project Descriptions

Transit Signal Priority			MARTI ID	230007
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5339b	\$ 480,000.00	\$ -	FY26	Preparation
GF Match	\$ 120,000.00	\$ -		
Total Project	\$ 600,000.00	\$ -		
<i>Type of Project: EO Greenlight extension for 22 signals along the Lancaster corridor. 11 signals are currently operating and providing data. Cherriots has been provided access to the portal.</i>				

Tyler Munis/MARTI Software Implementation			MARTI ID	230005
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
OR-2021-020 5339a	\$ 135,200.00	\$ -	FY26	Preparation
GF Match/OR-2021-020	\$ 33,800.00	\$ -		
Total Project	\$ 169,000.00	\$ -		
<i>Type of Project: EO This project is to utilize remaining Tyler Munis grant funding.</i>				

Vehicle-Rev, Bus Replacements (Elect 2)			MARTI ID	250017
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5307 SKATS	\$ 3,179,415.00	\$ -	FY27	Preparation
GF Match	\$ 369,720.00	\$ -		
FTA 5307	\$ 50,865.00	\$ -		
Total Project	\$ 3,600,000.00	\$ -		
<i>Type of Project: ESR, EO, M This project will fund the purchase of 2 battery-powered electric buses The two electric buses will be replacing two buses that have exceeded their minimum useful life.</i>				

Cherriots FY26 Funded Project Descriptions

Vehicles-Rev, Lift Bus Replacements (10)			MARTI ID	260011
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT STIF	\$ 2,128,000.00	\$ -	FY26	Execution
STIF F Rsrv-Local-Lift Match	\$ 532,000.00	\$ -		
Total Project	\$ 2,660,000.00	\$ -		

Type of Project: SGR, EO, ESR
The LIFT Fleet currently has 37 vehicles. 27 have exceeded their useful life and are in need of replacement. These 27 vehicles have worn out suspensions which make for a rough ride. The interiors are worn. Maintenance costs are up with major part failures which require more work and longer down times to repair.

LIFT Bus Replacements (7 CNG)			MARTI ID	230022
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT STIF	\$ 717,840.00	\$ -	FY26	Execution
GF Match	\$ 82,160.00	\$ -		
ODOT 5310	\$ 13,145.00			
ODOT 34241	\$ 497,082.00	\$ -		
Total Project	\$ 1,310,227.00	\$ -		

Type of Project: ESR, SGR, EO
This project will fund 7 category D CNG buses for use in the Cherriots LIFT ADA service.

Cherriots FY26 Funded Project Descriptions

Vehicle-Rev, Local Right Size Buses (2)			MARTI ID	240036
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STIF	\$ 428,208.00	\$ -	FY26	Execution
GF Match	\$ 107,052.00	\$ -		
Total Project	\$ 535,260.00	\$ -		

Type of Project: ESR, EO, SGR
 This project will fund 2 category D buses that will help SAMTD further right-size the fleet by using more appropriately-sized vehicles for the following local routes: 26-Glen Creek/Orchard Heights, 27-Glencreek/Eola, 12-Hayesville Drive, and 14-Windsor Island Road. This procurement will also purchase GFI fareboxes, radios and CAD/AVL hardware for installation.

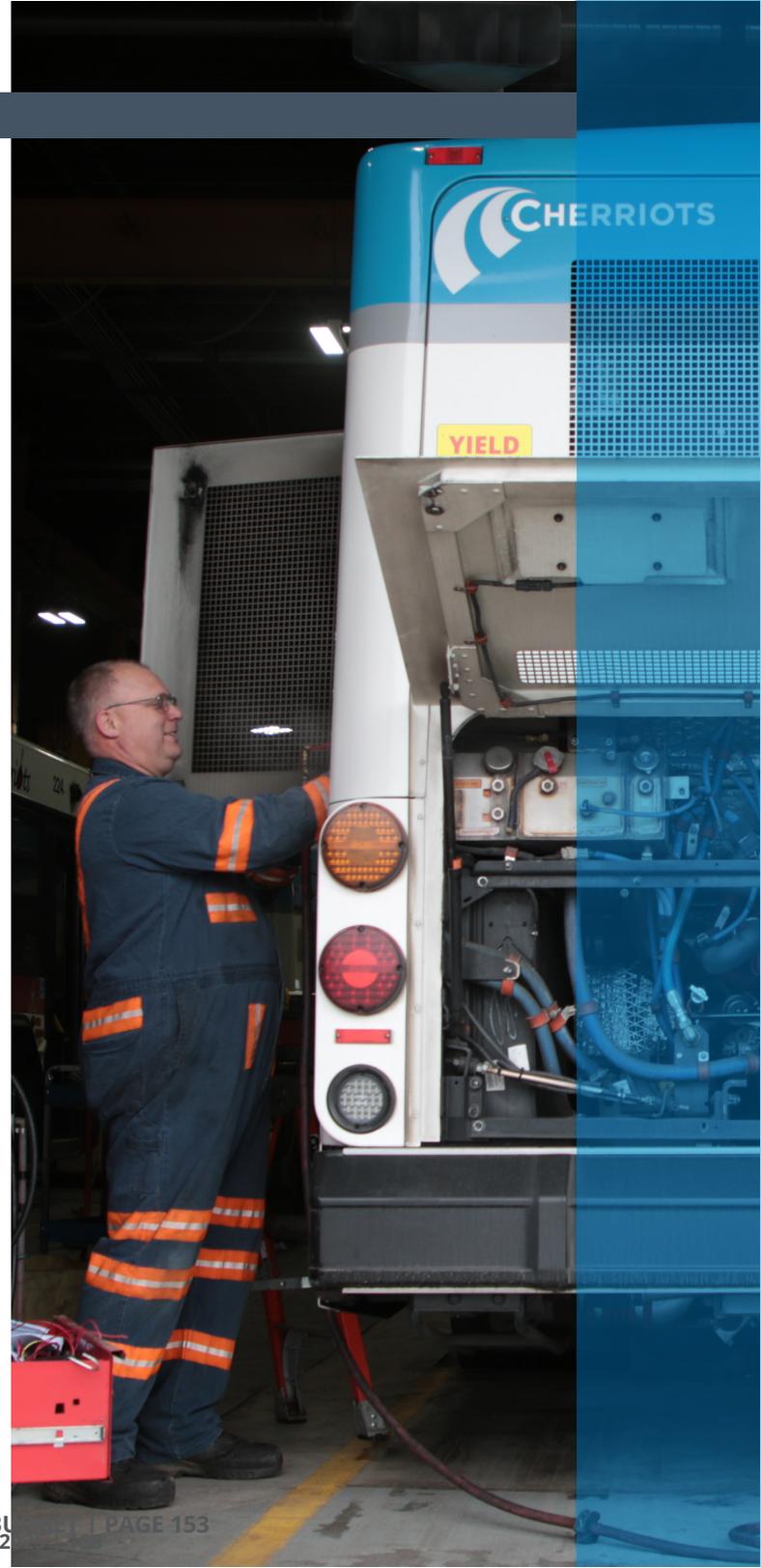
Yard Tug			MARTI ID	260012
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FTA 5307	\$ 80,000.00	\$ -	FY26	Preparation
GF Match	\$ 20,000.00	\$ -		
Total Project	\$ 100,000.00	\$ -		

Type of Project: S, EO, SGR
 The bus yard at Del Webb has no means of moving an inoperable bus into or out of the shop. The addition of a tug would allow maintenance staff to safely and efficiently move an inoperable bus within the yard. This piece of equipment would allow staff to isolate a BEB prior to or during a thermal event.



CIP Replacement and Expansion Vehicle Tables

Cherriots maintenance team members provide stringent vehicle maintenance routines that ensure vehicles are able to meet their useful life benchmark.



Cherriots Fixed Capital

BUS MAKE & DESCRIPTION	# OF VEHICLES	YEAR NEEDED	REPLACEMENT CYCLE	FY 26	FY 27	FY 28	FY 29	FY 30	FY26-FY30 TOTAL
Replacement Buses									
Fixed-Route Vehicles Electric	12	2026	15 Years	\$17,280,000					\$17,280,000
Fixed-Route Vehicles	4	2027	15 Years		\$5,760,000				\$5,760,000
Total Replacement				\$17,280,000	\$5,760,000	\$0	\$0	\$0	\$23,040,000
Expected Expansion Buses									
Fixed-Route Vehicles Category D	2	2026	7 Years	\$482,566					\$482,566
Fixed-Route Vehicles	0	2026	15 Years	\$0					\$0
Fixed-Route Vehicles	0	2027	15 Years		\$0				\$0
Fixed-Route Vehicles	0	2028	15 Years			\$0			\$0
Fixed-Route Vehicles	0	2029	15 Years				\$0		\$0
Fixed-Route Vehicles	0	2030	15 Years					\$0	\$0
Total Expected Expansion				\$482,566	\$0	\$0	\$0	\$0	\$482,566
Total Cherriots Fixed- Route Requirements				\$17,762,566	\$5,760,000	\$0	\$0	\$0	\$23,522,566

Cherriots Fixed Vehicle Replacement

FLEET NBR	FY BUILT	BUS LENGTH	FLEET SIZE	FUEL TYPE	BUS MAKE & DESCRIPTION	AGE END FY 2025	REPLACE BY END FY
223-226	2008	40	4	BD	Gillig	17	2023
227-234	2011	40	8	BD	Gillig	14	2026
118-122	2008	35	5	BD	Gillig	15	2023
123-125	2011	35	3	BD	Gillig	14	2026
127-130	2012	35	4	BD	Gillig	13	2027
1801-1806	2019	35	6	CNG	Gillig	6	2034
1851-1856	2019	40	6	CNG	Gillig	6	2034
1901-1904	2019	35	4	CNG	Gillig	6	2034
1951-1963	2020	40	13	CNG	Gillig	5	2035
2251-2255	2022	40	5	CNG	Gillig	3	2037
2390-2393	2023	26	4	Gas	Arboc	2	2030
2370-2379	2024	40	10	Electric	Gillig	1	2039
TBD	2026	40	10	Electric	Gillig	0	2041
TBD	2026	40	2	Electric	Gillig	0	2041
TBD	2027	40	12	TBD	TBD	0	2042
TBD	2027	26	2	Gas	Arboc	0	2034

LIFT Capital

BUS MAKE & DESCRIPTION	# OF VEHICLES	YEAR NEEDED	REPLACEMENT CYCLE	FY 26	FY 27	FY 28	FY 29	FY 30	FY26-FY30 TOTAL
Replacement Buses									
Lift Vehicles CNG	7	2026	8 Years	\$1,295,000*					\$1,295,000
Lift Vehicles	20	2026	8 Years	\$3,500,000					\$3,500,000
Total Replacement				\$4,795,000	\$0	\$0	\$0	\$0	\$4,795,000
Expected Expansion Buses									
Lift Vehicles	0	2026	8 Years	\$0					\$0
Lift Vehicles	0	2027	8 Years		\$0				\$0
Lift Vehicles	0	2028	8 Years			\$0			\$0
Lift Vehicles	0	2029	8 Years				\$0		\$0
Lift Vehicles	0	2030	8 Years					\$0	\$0
Total Expected Expansion				\$0	\$0	\$0	\$0	\$0	\$0
Total Cherrlots LIFT Requirements				\$4,795,000	\$0	\$0	\$0	\$0	\$4,795,000

*FY25 Carryover

LIFT Vehicle Replacement

FLEET NBR	FY BUILT	BUS LENGTH	FLEET SIZE	FUEL TYPE	BUS MAKE & DESCRIPTION	AGE END FY 2025	REPLACE BY END FY
834,837	2010	22	2	GAS	Startrans	15	2018
838,843	2011	22	2	GAS	Startrans	14	2019
847-849	2011	22	3	GAS	Startrans	14	2019
851-853	2011	22	3	GAS	Startrans	14	2019
862-865	2013	22	4	GAS	Arboc	12	2021
1401-1403	2014	15	3	GAS	AM General	11	2022
1404-1407	2015	22	4	GAS	AM General	10	2023
866-870	2018	22	5	GAS	Glaval	7	2026
871-875	2019	22	5	GAS	Eldorado	6	2027
876-878	2022	22	3	GAS	NorCal	3	2030
TBD	2025	22	7	CNG	Turtle Top	0	2033
TBD	2027	22	10	GAS	TBD	0	2035
TBD	2027	22	10	GAS	TBD	0	2035

Regional Capital

BUS MAKE & DESCRIPTION	# OF VEHICLES	YEAR NEEDED	REPLACEMENT CYCLE	FY 26	FY 27	FY 28	FY 29	FY 30	FY26-FY30 TOTAL
Replacement Buses									
Regional Buses (Cutaway)	4	2026	7 Years	\$806,600					\$806,600
Total Replacement				\$806,600	\$0	\$0	\$0	\$0	\$806,600
Expected Expansion Buses									
Regional Buses	0	2026	12 Years	\$0					\$0
Regional Buses	0	2027	12 Years		\$0				\$0
Regional Buses	0	2028	12 Years			\$0			\$0
Regional Buses	0	2029	12 Years				\$0		\$0
Regional Buses	0	2030	12 Years					\$0	\$0
Total Expected Expansion				\$0	\$0	\$0	\$0	\$0	\$0
Total Cherrits Regional Requirements				\$806,600	\$0	\$0	\$0	\$0	\$806,600

Regional Vehicle Replacement

FLEET NBR	FY BUILT	BUS LENGTH	FLEET SIZE	FUEL TYPE	BUS MAKE & DESCRIPTION	AGE END FY 2025	REPLACE BY END FY
308-311	2020	25	4	Gas	Cutaway	5	2028
361-363	2018	32	3	Diesel	Bluebird	7	2030
364-370	2022	32	7	Diesel	Bluebird	3	2034
TBD	2026	25	4	Alt	TBD	0	2034

Shop and Ride Capital

BUS MAKE & DESCRIPTION	# OF VEHICLES	YEAR NEEDED	REPLACEMENT CYCLE	FY 26	FY 27	FY 28	FY 29	FY 30	FY26-FY30 TOTAL
Replacement Buses									
Shop and Ride Buses	0	2026	8 years	\$0					\$0
Total Replacement				\$0	\$0	\$0	\$0	\$0	\$0
Expected Expansion Buses									
Shop and Ride Buses	0	2026	8 Years	\$0					\$0
Shop and Ride Buses	0	2027	8 Years		\$0				\$0
Shop and Ride Buses	0	2028	8 Years			\$0			\$0
Shop and Ride Buses	0	2029	8 Years				\$0		\$0
Shop and Ride Buses	0	2030	8 Years					\$0	\$0
Total Expected Expansion				\$0	\$0	\$0	\$0	\$0	\$0
Total Cherrits Shop and Ride Requirements				\$0	\$0	\$0	\$0	\$0	\$0

Shop and Ride Vehicle Replacement

FLEET NBR	FY BUILT	BUS LENGTH	FLEET SIZE	FUEL TYPE	BUS MAKE & DESCRIPTION	AGE END FY 2025	REPLACE BY END FY
504	2010	22	1	GAS	Champion	15	2018
552	2019	22	1	Gas	Eldorado	6	2027
505	2020	22	1	Gas	Eldorado	3	2028
TBD	2026	22	3	TBD	TBD	0	2034
TBD	2028	22	1	TBD	TBD	0	2036
TBD	2029	22	1	TBD	TBD	0	2037

Non Revenue Capital

BUS MAKE & DESCRIPTION	# OF VEHICLES	YEAR NEEDED	REPLACEMENT CYCLE	FY 26	FY 27	FY 28	FY 29	FY 30	FY26-FY30 TOTAL
Replacement Buses									
NRV Shop Trucks	2	2031	5 years	\$0					\$0
NRV Facilities Trucks	3	2031	5 years	\$0					\$0
NRV Trucks	2	2031	5 years	\$0					\$0
NRV Mini-vans	3	2031	5 years	\$0					\$0
NRV Supervisor Vehicle	3	2031	5 years	\$0					\$0
NRV Shuttle	7	2031	5 years	\$0					\$0
NRV Shop Trucks	2	2031	5 years	\$0					\$0
Total Replacement				\$0	\$0	\$0	\$0	\$0	\$0
Expected Expansion Truck									
NRV Vehicles	0	2026	5 years	\$0					\$0
NRV Vehicles	0	2027	5 years		\$0				\$0
NRV Vehicles	0	2028	5 years			\$0			\$0
NRV Vehicles	0	2029	5 years				\$0		\$0
NRV Vehicles	0	2030	5 years					\$0	\$0
Total Expected Expansion				\$0	\$0	\$0	\$0	\$0	\$0
Total Cherrlots Non Revenue Requirements				\$0	\$0	\$0	\$0	\$0	\$0

Non Revenue Vehicle Replacement

FLEET NBR	FY BUILT	FLEET SIZE	FUEL TYPE	BUS MAKE & DESCRIPTION	AGE END FY 2025	REPLACE BY END FY
T1652	2004	1	Gas	Ford F-250	21	2012
V1653	2004	1	Gas	Dodge Caravan	21	2012
T1654	2006	1	Gas	Chevy 3500 Shop Truck	19	2014
V1655	2008	1	Gas	Chevy Uplander	17	2016
T1656	2009	1	Gas	Ford F-350	16	2017
E002,E003	2011	2	Hybrid	Ford Escape	14	2019
E004	2012	1	Hybrid	Ford Escape	13	2020
A1657	2012	1	Hybrid	Toyota Prius	13	2020
A1659-A1660	2012	2	Hybrid	Toyota Camry	13	2020
TS01G	2012	1	Gas	Chevy Silverado	13	2020
TS02G-TS04G	2014	3	Gas	Chevy 2500	11	2022
AS05G-AS07G	2014	3	Hybrid	Toyota Camry	11	2022
VS01G	2015	1	Gas	Toyota Sienna	10	2023
SUP1-SUP4	2023	4	Hybrid	Ford Explorer	2	2031
TS05G	2024	1	Gas	Chevy 2500	1	2032
TBD	2027	7	Gas	Shop Trucks	0	2035
TBD	2027	2	Gas	Minivan	0	2035
TBD	2027	3	Gas	Supervisor Vehicle	0	2035
TBD	2027	7	TBD	Shuttle Vehicle	0	2035



SALEM AREA MASS TRANSIT DISTRICT
Creating Community Connections Since 1979





Additional Information

To view full reports, visit: <https://www.cherriots.org/reports/> or click the links below.

[FY2024 Annual Comprehensive Financial Report](#)

[Long Range Transit Plan](#)

[Strategic Plan](#)

Revenue/Resource Definitions

DD53 Revenues – Federal funds passed through the State for transporting individuals with disabilities to and from a work site.

Energy Tax Credit – Funds received from the federal government for using CNG fuel. We receive \$.50 for each Diesel Gallon Equivalent (DGE) that we use.

Federal STP Funds – The STP/STBG is flexible funding through FHWA used for public transportation projects, planning, infrastructure improvements and intercity bus service.

Federal 5303 Planning Grant – Federal 5303 Planning Work Program grant passed through the Mid-Willamette Valley Council of Governments for the development of the District’s metropolitan transportation system plan.

Federal 5307 Funds – Formula funding used for transit capital and operating assistance in urbanized areas and for transportation related planning.

Federal Direct 5310 Funds – Formula funding for public transportation projects and services that enhance the mobility of seniors and individuals with disabilities.

Federal 5310 Funds Through State – Formula funding passed through the State for public transportation projects and services that enhance the mobility of seniors and individuals with disabilities.

Federal 5310 Pass Through Funds – Formula funding for the purpose of assisting private nonprofit groups in meeting transportation needs of seniors and individuals with disabilities.

Federal 5311 Funds Through State – Formula funding passed through the State for funding capital, operating, and administrative expenses for public transportation seniors and individuals with disabilities.

Federal 5311 CARES Act Funds – Federal assistance administered through ODOT for preventing, preparing for, and responding to the COVID-19 disease.

Federal 5339 Funds – Formula funding for capital projects to replace, rehabilitate and purchase buses, vans and related equipment, and to construct bus-related facilities.

Interest on Investments – Interest received from our cash deposits with the Oregon State Treasury’s Local Government Investment Pool. As of March 2025, the interest rate is 4.64 percent, down 0.56 percentage points from the same period last year.

Other Miscellaneous Expenses – May include litigation settlements, replacement ID fees, reimbursement of employee time spent on Union duties, etc.

Oregon State In-Lieu – Funds received from the State through the Mass Transit Assistance Account. Consists of a state-paid payroll assessment on its employees within each of the state’s mass transit districts, limited to six-tenths of one percent of gross wages.

Passenger Fares – Funds collected from passengers.

Property Taxes – Funds generated from the District’s permanent property tax rate of \$.7609/\$1,000.

Renewable Natural Gas Funds – Funding received through the District’s agreement with U.S. Gain, in which the RNG producer receives CO2 Abatement and Carbon Credits. Because the credits cannot be generated without our vehicle fleets, the producer shares a percentage of the revenue received with the District.

Rideshare/TDM Grants – Federal Highway Administration grants, allocated to the Metropolitan Planning Organization as Surface Transportation Program-Urban funds, for the promotion of rideshare activities.

STIF Funds– Statewide Transportation Improvement Funds are State funds authorized through Oregon Legislature, originally based on a state payroll tax but now include the former STF program and its funding sources, i.e., ID card fees, non-highway gas tax, and cigarette tax revenues.

STIF Pass Through Funds – Statewide Transportation Improvement Funds are State funds awarded to other public transportation service providers within Marion and Polk counties, but administered by the District as the Qualified Entity of the STIF program.

STF Funds – Special Transportation Funds are State funds for support of transportation services for seniors and individuals with disabilities. This program merged with the STIF program as of July 2023.

STF Pass Through Funds – Special Transportation Funds are State funds, which merged with STIF as of July 2023.

Transfers In – Funds transferred from the General Fund to match grants and to cover expenses not paid for by grants.



Salem Area Mass Transit District **BUDGET CALENDAR**

Fiscal Year 2025-2026

Day	Date	Time	Responsible	Activity
Thursday	October 24, 2024	5:30 PM	Finance	Board adopts FY2025-2026 Budget Calendar (for FY2025-2026 Budget Process)
Mon - Fri	April 14 - 18, 2025		Finance	Publish Notice of Budget Committee Meeting at least 10 days prior
Wednesday	April 16, 2025		Executive Leadership Team	SAMTD Executive Leadership Team approves draft for Budget Committee consideration
Mon - Fri	April 2025		Finance	Budget Committee Orientation with Committee members upon request
Tuesday	May 6, 2025	5:30 PM	Senior Leadership Team	First Budget Committee Meeting <ul style="list-style-type: none"> • Election of Officers & Budget Message • Deliberation & Approval
Wednesday	May 7, 2025	5:30 PM	Senior Leadership Team	Second Budget Committee Meeting (if necessary) <ul style="list-style-type: none"> • Deliberation & Approval
Thursday	May 8, 2025	5:30 PM	Senior Leadership Team	Third Budget Committee Meeting (if necessary) <ul style="list-style-type: none"> • Deliberation & Approval
Tues - Fri	May 26 - 29, 2025		Finance	Publish Budget Summary and Notice of Budget Hearing (5-30 Days Prior)
Thursday	June 26, 2025	5:30 PM	Budget Committee	Board holds Budget Hearing
Thursday	June 26, 2025	5:30 PM	Board	Board adopts FY2025-2026 Budget, makes appropriation, and levies taxes
Mon - Fri	July 7 - 11, 2025		Finance	Adopted budget and levy certification form due to County Assessors (submission required by July 15, 2025)

AFFIDAVIT OF PUBLICATION

STATE OF OREGON, COUNTY OF MARION, SS:

I, Christine Baker, being first duly sworn, depose and say that I am the chief clerk of Salem Reporter a newspaper of general circulation published in Salem, Oregon, as defined in Oregon Revised Statutes Chapter 193; that I know from my personal knowledge that Salem Reporter published a printed copy of NOTICE OF BUDGET COMMITTEE MEETING which is hereto annexed, in the entire issue of said newspaper on April 11, 2025, and continuously thereafter including April 18, 2025.

Christine Baker

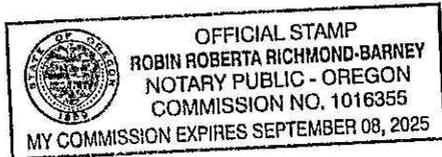
CHRISTINE BAKER, chief clerk, Salem Reporter.

Subscribed and sworn to before me this 22nd day of April 2025.

Rob. B.

Notary Public for Oregon

My commission expires Sept. 8, 2025




SALEM AREA MASS TRANSIT DISTRICT
BOARD OF DIRECTORS BUDGET ADVISORY COMMITTEE MEETING

PUBLIC NOTICE

Notice of Virtual Budget Committee Meeting(s)
The Salem Area Mass Transit District, of Marion and Polk Counties, State of Oregon, will hold a Virtual Budget Committee meeting to discuss the budget for the fiscal year July 1, 2025 to June 30, 2026. The meeting will begin at 5:30 pm on May 6, 2025 and will include the presentation of the budget message and an opportunity for public comment. This meeting will be streamed live at:
[Zoom Link](https://cherriots-org.zoomgov.com/j/1608356612?pwd=Yf4cNk0BIDrCNjdIFGpNlcyS335F4.1) | <https://cherriots-org.zoomgov.com/j/1608356612?pwd=Yf4cNk0BIDrCNjdIFGpNlcyS335F4.1>
Meeting ID: 160 835 6612
Passcode: 167555

Public Comment
All public comments must be submitted or sign-ups completed by 5:00 p.m. on Monday, May 5, 2025. Please include your full name and address for the public record and limit comments to three minutes.
Written Comments: Email publictestimony@cherriots.org.
Verbal Comments via Zoom: Email kirra.pressey@cherriots.org to sign up. Instructions will be provided.

Additional Meetings (If Needed)
If necessary for further deliberation, the Budget Committee will reconvene on:

- May 7, 2025 at 5:30 p.m.
- May 8, 2025 at 5:30 p.m.

 Note: Public testimony will not be received at these additional meetings.

Budget Availability
The proposed budget document will be available for review on or after April 29, 2025 at:

- [Cherriots Website](https://www.cherriots.org/meetings/), | <https://www.cherriots.org/meetings/>
- Cherriots Administrative Office – 555 Court Street NE, Suite 5230, Salem, OR 97301
 - o Office Hours: 8:00 a.m. – 5:00 p.m. (Copies available for a fee)

Translation Services
For Translation services, please call (503) 588-2424 or email kirra.pressey@cherriots.org at least 48 hours in advance.



NOTICE OF BUDGET HEARING

FORM LB-1

A public meeting of the Salem Area Mass Transit District will be held on June 26, 2025 at 5:30 p.m. at the Senator Hearing Room in Courthouse Square, 555 Court St. NE, Salem, Oregon 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2025, as approved by the Salem Area Mass Transit Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the SAMTD Administration Office at 555 Court St NE, Suite 5230, Salem OR 97301, between the hours of 8:00 a.m. and 5:00 p.m. or online at www.cherriots.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Denise LaRue, Chief Financial Officer Telephone: 503-588-2424 Email: denise.larue@cherriots.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2023 - 2024	Amended Budget This Year 2024 -2025	Approved Budget Next Year 2025 - 2026
Beginning Fund Balance/Net Working Capital	62,487,569	55,028,460	59,099,135
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,634,823	2,297,608	2,893,710
Federal, State & all Other Grants, Gifts, Allocations & Donations	43,173,852	58,128,329	64,665,168
Interfund Transfers	8,111,888	12,695,138	8,758,657
All Other Resources Except Current Year Property Taxes	3,159,613	3,115,840	2,972,457
Current Year Property Taxes Estimated to be Received	15,313,135	16,310,471	16,278,892
Total Resources	134,880,880	147,575,846	154,668,019

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	33,335,912	38,580,994	38,927,016
Materials and Services	17,221,676	21,414,412	22,953,490
Capital Outlay	15,499,204	36,447,643	40,124,767
Interfund Transfers	8,111,889	12,695,138	8,758,658
Contingencies	0	1,500,000	1,500,000
Unappropriated Ending Balance and Reserved for Future Expenditure	60,712,199	36,937,659	42,404,088
Total Requirements	134,880,880	147,575,846	154,668,019

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program FTE for that unit or program			
General Mgr/Board of Directors/Sustainability	660,152	653,170	707,952
FTE	3.0	3.0	3.0
Deputy General Manager	1,102,847	1,083,630	2,373,995
FTE	7.0	6.0	14.0
Human Resources & Labor Relations	871,976	1,045,347	926,678
FTE	6.8	6.8	5.8
Finance	1,595,174	1,739,932	1,404,463
FTE	11.0	10.0	8.0
Communication	1,668,719	1,799,386	1,682,689
FTE	14.2	13.6	13.6
Technology & Program Management	710,053	0	0
FTE	5.9	0.0	0.0
Planning & Development	924,125	913,241	910,206
FTE	6.0	5.0	5.0
Safety & Security	0	705,758	935,452
FTE	0.0	4.0	5.0
Technology & Infrastructure	0	1,073,855	0
FTE	0.0	6.0	0.0
Operations	24,392,902	27,951,369	28,564,588
FTE	202.0	206.8	206.8
Unallocated General Administration and Contingency	408,127	436,000	453,100
FTE	0.0	0.0	0.0
Transportation Programs Fund	10,476,959	12,730,789	13,327,099
FTE	8.5	8.2	7.4
Capital Projects Fund	15,499,204	36,447,643	40,124,767
FTE	0.0	0.0	0.0
Not Allocated to Organizational Unit or Program	76,570,642	60,995,726	63,257,030
FTE	0.0	0.0	0.0
Total Requirements	134,880,880	147,575,846	154,668,019
Total FTE	264.4	269.4	268.6

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING
 The FY2025-26 Approved Budget reflects a revision in the reporting structure. Revenues have increased in this budget due to additional funds for capital projects.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2023 - 2024	Rate or Amount Imposed This Year 2024 - 2025	Rate or Amount Approved Next Year 2025 - 2026
Permanent Rate Levy (rate limit 0.7609 per \$1,000)	0.7609	0.7609	0.7609
Local Option Levy	n/a	n/a	n/a
Levy For General Obligation Bonds	n/a	n/a	n/a

STATEMENT OF INDEBTEDNESS
 The Salem Area Mass Transit District does not have Long Term Debt.

SALEM AREA MASS TRANSIT DISTRICT FY2025-2026 APPROVED BUDGET | PAGE 171
 BOARD OF DIRECTORS MEETING AGENDA PACKET | JUNE 26, 2025 | 206

AFFIDAVIT OF PUBLICATION

STATE OF OREGON, COUNTY OF MARION, SS:

I, Christine Baker, being first duly sworn, depose and say that I am the chief clerk of Salem Reporter a newspaper of general circulation published in Salem, Oregon, as defined in Oregon Revised Statutes Chapter 193; that I know from my personal knowledge that Salem Reporter published a printed copy of NOTICE OF BUDGET HEARING which is hereto annexed, in the entire issue of said newspaper on MAY 26, 2025 and continuously thereafter,

Christine Baker

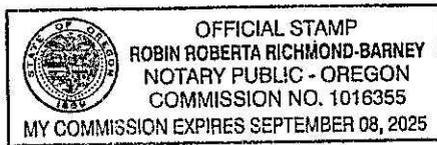
CHRISTINE BAKER, chief clerk, Salem Reporter.

Subscribed and sworn to before me this 2nd day of June 2025.

RB B

Notary Public for Oregon

My commission expires Sept. 8, 2025





To: Board of Directors
From: Kathy Lincoln, Budget Committee Chair
Date: June 26, 2025
Subject: Salem Area Mass Transit District Budget Committee Recommendation to Adopt Fiscal Year (FY) 2026 Budget

President Hinojos Pressey and Members of the Board:

I am pleased to present to you the Budget Committee's recommendation to adopt the FY2026 budget for Salem Area Mass Transit District.

The committee met on May 6, 2025 to review the proposed budget. Thank you to General Manager Allan Pollock and District staff for all their hard work in preparing and reviewing the proposed budget with us. The Committee voted unanimously to approve the proposed budget for FY2026 in the amount of \$154,668,019 and taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

The budget has appropriated funds of \$112,263,931 and an unappropriated total of \$42,404,088. The FY2026 Approved Budget includes funding for the Comprehensive Operational Analysis (COA), a critical project to evaluate system performance and identify opportunities to improve efficiency and address unmet needs. While the COA is a major focus, the budget also supports key capital and operating projects such as land acquisition and design for the South Salem Transit Center, transit signal priority, paratransit bus replacements, fare system improvements, cybersecurity upgrades, safety and security enhancements, micromobility planning, full deployment of battery electric buses, and increased investment in staff development.

The District is moving forward on a strong financial basis, and will be able to continue to provide world class customer service in the coming years. We all appreciate your commitment and hard work. Thank you for the opportunity to be part of the budget process.

Respectfully submitted,

A handwritten signature in black ink that reads 'Kathy Lincoln'.

Kathy Lincoln
District Budget Committee Chair



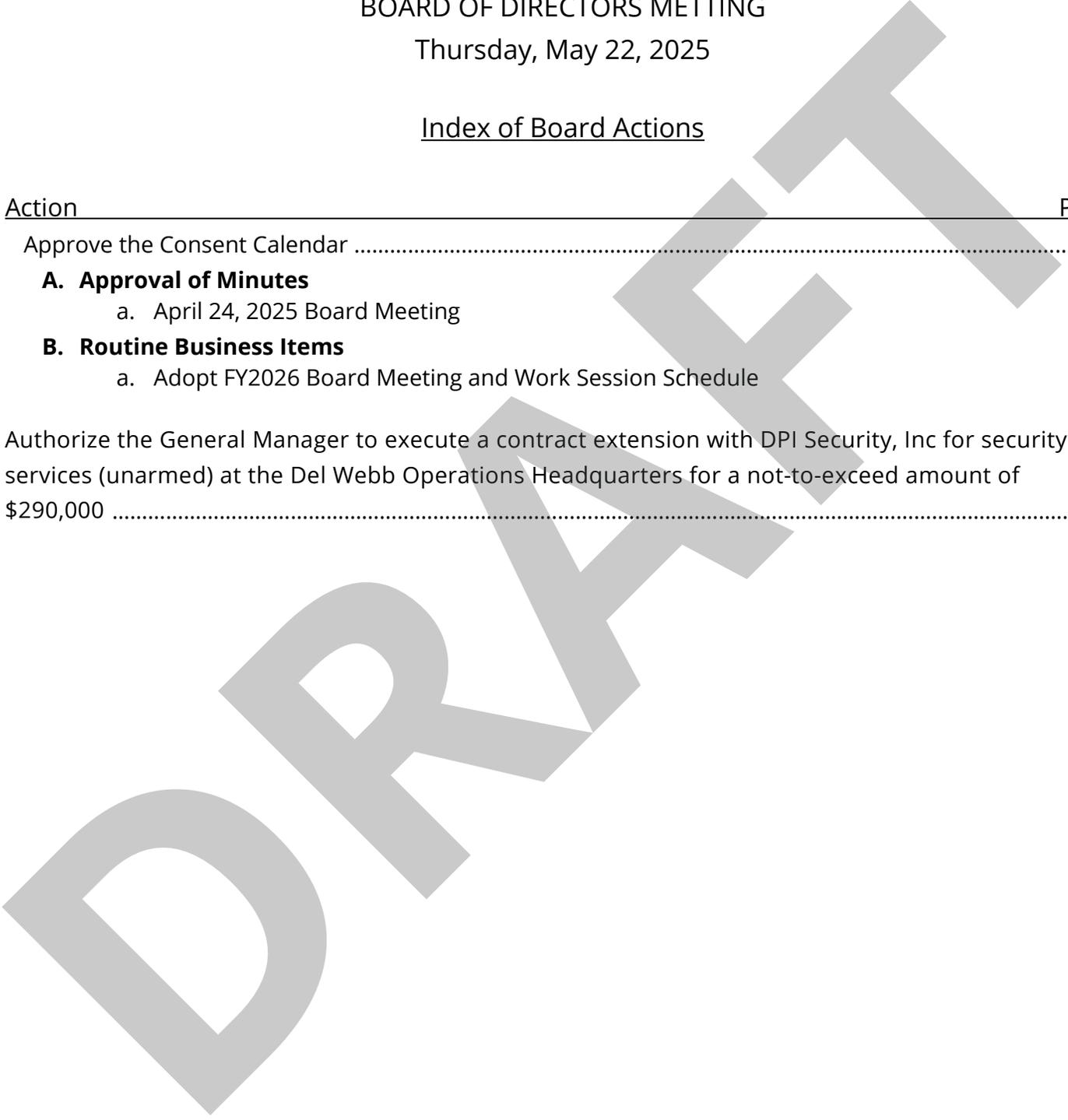
SALEM AREA MASS TRANSIT DISTRICT

BOARD OF DIRECTORS MEETING

Thursday, May 22, 2025

Index of Board Actions

<u>Action</u>	<u>Page</u>
Approve the Consent Calendar	2-3
A. Approval of Minutes	
a. April 24, 2025 Board Meeting	
B. Routine Business Items	
a. Adopt FY2026 Board Meeting and Work Session Schedule	
Authorize the General Manager to execute a contract extension with DPI Security, Inc for security services (unarmed) at the Del Webb Operations Headquarters for a not-to-exceed amount of \$290,000	3





SALEM AREA MASS TRANSIT DISTRICT

BOARD MEETING MINUTES

Thursday, May 22, 2025 at 5:30 p.m.

ATTENDEES: President Hinojos Pressey (Virtual) | Directors Joaquín Lara Midkiff | Ramiro Navarro Jr. | Ian Davidson | Sara Duncan | Bill Holmstrom (Virtual)

ABSENT: Sadie Carney

STAFF: GM Allan Pollock | DGM David Trimble | CSO Cliff Carpentier | CFO Denise LaRue | CELRO Jaél Rose | CPDO Shofi Azum | COO Tom Dietz | Security and Emergency Management Manager Karen Garcia |

Executive Assistant Kirra Pressey

GUEST: Legal Counsel Sara Sayles | Turell Group's President Dana Turell

1. CALL TO ORDER

A. Note of Attendance for a Quorum

President Hinojos Pressey called the meeting to order at 5:30 p.m.

Attendance was noted, with President Hinojos Pressey and Director Holmstrom virtual and Director Carney absent. A quorum was present.

B. Safety Minute

GM Pollock provided the safety moment, highlighting motorcycle and bicycle awareness. He stressed the importance of staying alert, checking blind spots, and sharing the road safely with two-wheeled vehicles.

C. Announcements | Changes to Agenda: - None

2. PRESENTATIONS

A. Dolly Parton Imagination Library Project

Presenter: Director of the Marion & Polk Early Learning Hub Lisa Harnisch and Volunteer Jim Schepke

Director Harnisch and volunteer Schepke presented a potential community partnership opportunity to support the Dolly Parton's Imagination Library project. The program, which began in four ZIP codes and now serves 7,816 children statewide, mails a free book each month to children from birth to age five. It encourages reading in the home and has been shown to improve third-grade reading scores. They proposed promoting the program through a bus wrap campaign.

President Hinojos Pressey noted that the District can commit to using overhead panels inside the bus to promote the program, but a full exterior wrap would require additional discussion. Board Members voiced their support for the program and the potential partnership.



B. Rethink Your Commute

Presenter: Marketing Coordinators Jonah Hanson and Brian Hagedorn

Agenda Packet: Pg. 4-11

Marketing Coordinators Jonah Hanson and Brian Hagedorn presented a current campaign titled Rethink Your Commute: Save. Ride. Smile., developed in partnership with the City of Salem.

3. **PUBLIC COMMENT**

Tyler provided public comment for the Boards consideration and review. Nick Fortey provided public comment to advocate for the importance of the Transit Signal Priority (TSP) and Comprehensive Operational Analysis (COA), and to express his support for both initiatives.

4. **CONSENT CALENDAR**

A. Approval of Minutes

- 1. April 24, 2025 Board Meeting

B. Routine Business Items

- 1. Adopt FY2026 Board Meeting and Work Session Schedule

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

5. **ITEMS DEFERRED FROM CONSENT CALENDAR** - None

6. **ACTION ITEMS**

A. Authorize Contract Extension with DPI Security, Inc.

Presenter: Security and Emergency Management Manager Karen Garcia

Agenda Packet: Pg. 20-21

Security and Emergency Management Manager Garcia provided an overview of the District’s security measures at Del Webb Operations Headquarters, highlighting the ongoing partnership with DePaul Industries, Inc. for 24/7 onsite security. Until the capital project to enhance perimeter security with automated gates and improved fencing is complete, a continued security presence is necessary. The contract extension supports the District’s commitment to safety and protection of personnel, assets, and operations.



Action			
Motion:	I move that the Board authorize the General Manager to execute a contract extension with DPI Security, Inc for security services (unarmed) at the Del Webb Operations Headquarters for a not-to-exceed amount of \$290,000.		
Motion by:	Director Sara Duncan	Second:	Director Ian Davidson
Vote			
Aye:	President Hinojos Pressey, Directors, Lara Midkiff, Navarro, Davidson, Duncan, and Holmstrom		
Motion passes unanimously 6-0			

7. INFORMATIONAL REPORTS

A. Mobility Reimagined Outreach Update

Presenter: CELRO Jaél Rose and Turell Group President Dana Turell

CELRO Rose and Turell Group President Dana Turell provided an update on the Creating Community Connections Project, indicating the website and survey will launch at the beginning of June, noting that the social media campaign and content planner are in progress. Additionally, CELRO Rose provided an internal update on the campaign.

B. FY25 Q3 Strategic Plan Report

Presenter: Strategic Initiatives Administrator Bobbi Kidd

Agenda Packet: Pg. 22-26

Strategic Initiatives Administrator Kidd presented the FY25 Q3 progress update on the District’s Organizational Strategic Plan, with CELRO Rose highlighting key accomplishments in their respective areas of responsibility.

C. FY25 Q3 Performance Report

Presenter: CPDO Shofi Ull Azum

Agenda Packet: Pg. 27-65

CPDO Azum presented the FY25 Q3 Performance Report, outlining key metrics and highlighting notable ridership trends. He reported that system-wide ridership increased by 1.1% within this quarter.

D. FY25 Q3 Financial Report

Presenter: CFO Denise LaRue

Agenda Packet: Pg. 66-72

CFO LaRue presented the FY25 Q3 Finance Report, providing an overview of the General Fund, Transportation Program, and Capital Fund financial performance year-to-date.



8. REPORTS

A. GENERAL MANAGER'S REPORT

General Manager Pollock reported on the recent APTA Legislative Conference, which he attended alongside President Hinojos Pressey and Director Lara Midkiff. He provided an update on the ODOT Compliance Review, noting the thorough process and thanking staff for their efforts. He shared that the District's federal Triennial Review audit is scheduled for next month. He also discussed upcoming holiday service and noted that the District is awaiting a hearing date from the Joint Committee on Transportation regarding the transportation funding bill. He concluded with a reminder about the upcoming Employee Appreciation Day celebration and encouraged Board members to attend if their schedules allow.

B. BOARD OF DIRECTORS REPORT

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

9. ADJOURN

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

Respectfully Submitted

Maria Hinojos Pressey, Board President



SALEM AREA MASS TRANSIT DISTRICT

BOARD EXECUTIVE SESSION MINUTES

Thursday, June 12, 2025 at 5:32 p.m.

ATTENDEES: President Maria Hinojos Pressey | Directors Joaquín Lara Midkiff |

Ramiro Navarro Jr. (5:57 p.m.) | Sadie Carney | Ian Davidson | Sara Duncan | Bill Holmstrom

STAFF: GM Allan Pollock | DGM David Trimble | CELRO Jaél Rose | COO Tom Dietz (Until 5:57 p.m.) |
Executive Assistant Kirra Pressey

GUEST: Legal Counsel Adam Collier (Virtual Until 5:57 p.m.) | Legal Counsel Sara Sayles (Virtual)

1. CALL TO ORDER

A. Note of Attendance for a Quorum

President Hinojos Pressey called the meeting to order at 5:32 p.m.

Attendance was noted.

2. STATEMENT

The Salem Area Mass Transit District (District) Board of Directors will meet in executive session to conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660 (2)(d), (3), & (4) and to review and evaluate the employment-related performance of the chief executive officer who does not request an open hearing pursuant to ORS 192.660(2)(i).

While conducting deliberations with persons designated by the governing body to carry on labor negotiations and while evaluating the chief executive officer, the governing body may not use the executive session to conduct a general evaluation of an agency goal, objective or operations or any directive to personnel concerning agency goals, objective, operations, or programs.

In accordance with ORS 192.660(4) and (5), only staff members designated by the Board of Directors may attend the initial portion of the executive session related to labor negotiations. For the remainder of the executive session, attendance is limited to news media representatives and staff designated by the Board. News media representatives, staff and Board members are respectfully directed not to report on any of the discussions that occur during the session, except to state the general subject as previously announced. Any materials distributed will be collected at the end of the session.

No final action or decision may be taken in executive session.

3. LABOR NEGOTIATION DELIBERATION

4. EVALUATION OF THE CHIEF EXECUTIVE OFFICER

5. ADJOURN

President Hinojos Pressey adjourned the meeting at 6:09 p.m.



Respectfully Submitted

Maria Hinojos Pressey, Board President

DRAFT



SALEM AREA MASS TRANSIT DISTRICT
BOARD WORK SESSION MINUTES

Thursday, June 12, 2025 at 6:13 p.m.

ATTENDEES: President Maria Hinojos Pressey | Directors Joaquín Lara Midkiff | Ramiro Navarro Jr. | Sadie Carney | Ian Davidson | Sara Duncan | Bill Holmstrom
STAFF: GM Allan Pollock | DGM David Trimble | CSO Cliff Carpentier | CFO Denise LaRue | CELRO Jaél Rose | CPDO Shofi Ull Azum | COO Tom Dietz | Service Planning Manager Chris French | Commuter Options Coordinator Kiki Dohman | Project Administrator Ted Stonecliffe | Executive Assistants Crisandra Williams | Kirra Pressey
GUEST: Toole Design's Planner Malia Schilling

1. CALL TO ORDER

- A. Note of Attendance for a Quorum
President Hinojos Pressey called the meeting to order at 6:13 p.m.
Attendance was noted.
- B. Safety Minute
General Manager Pollock presented the safety moment, noting that April is Distracted Driving Awareness Month. He shared tips for avoiding distractions while driving.
- C. Announcements | Changes to Agenda: None

2. PRESENTATIONS

- A. Micromobility
Presenter: Commuter Options Coordinator Kiki Dohman and Toole Design's Planner Malia Schilling
Agenda Packet: Pg. 3-14
Commuter Options Coordinator Dohman and Toole Design's Planner Schilling presented an overview of the Shared Micromobility Study. The team shared community feedback, highlighted three draft operational models, and emphasized opportunities to improve first- and last-mile transit connections. The Board engaged in discussion and provided feedback to help shape the direction of the project. Next steps include finalizing the preferred model, developing program guidelines, and completing the study by fall 2025.
- B. Fare Policies | Regional & Local Systems
Presenter: CPDO Shofi Azum
Agenda Packet: Pg. 15-28
CPDO Azum presented an overview of the District's fare history, current structure, and proposed future direction. He reviewed the evolution of fare policy since 2005, highlighting key changes such as the 2019 youth fare reform and the 2023 launch of the Youth Zero Fare Program and electronic fare system. The Board was briefed on the fare change process, current fare categories, and farebox recovery metrics.

Staff introduced a proposed Transit Pass Program designed to enhance affordability and access, especially for low-income riders, seniors, and youth. Key elements include tiered discounts, usage-based billing, pre-tax commuter benefits, and a Community Access Pass. The Board discussed strategic priorities including increasing ridership, promoting



equity, and ensuring fiscal sustainability. Members provided feedback on whether to maintain or modify fares, with considerations given to both service impact and potential ridership effects.

C. CAC Bylaws Review **TABLED at the Request of President Hinojos Pressey**

Presenter: CELRO Jaél Rose

Agenda Packet: Pg. 29-48

President Hinojos Pressey requested the Board table Item 2.C and asked Board members to review the related documents and bring any questions to staff in advance of the upcoming Board Meeting, as the Board will be taking action on this item.

3. GENERAL MANAGER COMMENTS/REPORTS

A. Upcoming Agenda Items

B. Board Calendar

GM Pollock reviewed the upcoming agenda and calendar items.

4. ADJOURN

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

Respectfully Submitted

Maria Hinojos Pressey, Board President



To: Board of Directors
From: Kirra Pressey, Executive Assistant
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Approve Annual Allocation of Day Passes to United Way of the Mid-Willamette Valley (United Way) for Fiscal Year 2026 (FY2026)

ISSUE

Shall the Board approve an annual allocation of Day Passes to the United Way for FY2026?

BACKGROUND AND FINDINGS

On February 25, 1999, the Board of Directors adopted Resolution No. 99-03, establishing a Donation of Transit Items Policy to promote public transit use, foster good community relations, and support community engagement. On August 25, 2005, the policy was amended by Resolution No. 05-04 to form a partnership between with United Way, enabling the distribution of Cherrlots Local Day Passes at no cost to local non-profit organizations serving clients in the Salem-Keizer area. The initial allocation was 4,000 day passes per fiscal year. In 2016, the Board increased the annual allocation to 5,000 and in 2023, to 7,500.

In addition to the FY2025 donation of 7,500 passes, United Way purchased 2,623 Day Passes at a 25% discount.

The United Way's "Bus Pass Program," through which nonprofit organizations serving Salem-Keizer residents can apply to receive passes. United Way does not distribute passes directly to individuals. Eligible non-profits must complete an application process and are then responsible for distributing the passes. United Way staff review applications and track distribution.

Recipient organizations are required to report on the usage of distributed passes, including submitting at least one client impact story illustrating how the program benefited an individual.

This process has proven effective, helping to meet transportation needs in the community through trusted nonprofit partners. United Way has a link to the program on its website.

More information about the Bus Pass Program, including eligibility and application details, can be found at: <https://unitedwaymwv.org/program/bus-pass-program>.

The FY2026 request from United Way, along with impact letters from FY2025 recipient organizations, is included as Attachment A. A summary of FY2025 participating organizations, the number and type of passes received, and trip types is included as Attachment B.

FINANCIAL IMPACT

A full fare Day Pass for Cherriots Local or Regional service costs \$3.25. Currently, there is no charge for youth fare. Day Passes become active upon use on the bus.

The value of the proposed FY2026 donation of 7,500 full fare Day Passes is \$24,375.

RECOMMENDATION

Staff recommends the Board approve an annual allocation of 7,500 Day Passes to the United Way for FY2026.

PROPOSED MOTION

I move the Board approve an annual allocation of 7,500 Day Passes to the United Way of Mid-Willamette Valley for FY2026.



Allan Pollock
Salem Area Mass Transit District
555 Court Street SE, Suite 5230
Salem, OR 97302

Dear Board of Directors, Leadership Team, and Allan,

The collaboration between the United Way of the Mid-Willamette Valley and Salem Area Mass Transit District showcases the power of community partnerships. By providing Cherriots day bus passes at no cost to local nonprofit organizations, we are not just offering transportation; we deliver a crucial lifeline to individuals and families in need.

Our biannual application process allows new partners to join the program regularly, expanding its reach and ensuring that a diverse range of organizations can benefit. The consistent enthusiasm and high demand from these nonprofits highlight both the need for and the success of this initiative. Over the past year, these passes have facilitated transportation for job seekers, medical appointments, mental health appointments, and urgent needs such as access to food, shelter, and clothing.

Looking ahead, we request that the Salem Area Mass Transit District Board of Directors approve the allocation of 7,500 Cherriots day passes for the upcoming 12-month period. This continued support is essential for maintaining and growing this vital service, which helps restore stability, dignity, and opportunity for so many in our community.

Together, we are not just moving people; we are moving lives forward. Thank you for your ongoing support and partnership.

A handwritten signature in blue ink, appearing to read "Rhonda Woy", with a long horizontal stroke extending to the right.

Organizations

Bridgeway Community Health

- The bus passes provide transportation to those that are in need of basic needs, food, clothing shelter, primary care appointments and mental health services. The program helps our clients get to treatment to get the help they need.

Catholic Community Services of the Mid-Willamette Valley & Central Coast

- A client from the Community Counseling Center will ask for a bus pass to get from his appointment with his therapist to get to a class or part-time job depending on what day of the week it is. (FHI) Bus passes will serve clients participants to attend meetings with CHW (Community Health Worker) and will also serve to transport to job interviews. The front desk at the CCS building has handed some out to walk-in's looking for bus passes to get a food box sent the food pantry on the property has closed. The bus passes help all the programs at Catholic Community Services and potential new clients.
- Hi, I moved here from a different state. I started working with FHI (Fostering Hope Initiative) They have provided me with bus passes to get me to interview for Jobs, housing, going to the store to get groceries for my family. I appreciate Catholic Community Services and the programs within. That can help with the bus passes. This makes my life a little less stressful. Thank you, MK.

Center for Hope & Safety

- Bus passes from United Way make it possible for survivors coming into our advocacy office and shelter to manage work and appointments.

Church at the Park

- One of the participants at our Young Adult shelter has been applying for jobs for months. They finally got an interview, used a bus pass to get to that interview, and landed the job. They now have a 30 day bus pass to be able to make it to and from work until they get paid and can buy their own pass.
- Several of our residents at our young adult shelter used bus passes to get to job interviews and in return, were able to get jobs and start making an income.

HIV Alliance

- "Here is a story from one of our peers: I have a client that used some of the day bus passes to attend interviews for sober housing. She attended 4 different interviews and was able to secure housing. She then needed to get employment, and was able to attend job interviews and was able to obtain a part time job. Since getting both of these she has gotten off the streets and has been able to support herself financially."

Hope Pregnancy Clinic

- One mom, who is 18, used the bus passes to come to her first three appointments for Parenting Initiative classes. This allowed her to get established in the program and see how it could help her prepare for her baby. Her living situation changed, and she had a ride for the remaining appointments. She completed twelve sessions in total, twice the amount that is required to earn a car seat or pack 'n play with a bassinet. Offering her a bus pass for those first appointments enabled her to get established in the routine of coming, and benefited her as a well-prepared first-time mom. She and her baby are doing well and thriving.

Organizations

Keizer Community Library

- All bus passes were distributed out to the Keizer community. All passes based off data were adult passes. As the Keizer Community Library, we are thankful to receive these bus passes to continue providing another useful and important resource to the community. Thank you
- Our patrons who visit the library who utilize the free day bus pass, are usually houseless or staying in local shelters. They appreciate having the ability to have a free bus ride to local resources. They sometimes use them to get to shelters, food banks/free meal sites, or the Salem Keizer free health clinics. These bus passes are a valuable resource for our patrons.
- A single mother came to the office need assistance with a food bank. We started talking to her and told us she just moved to Salem because of a DV situation. She was starting from the ground and didn't have much but she felt safe with her children. She visited a local church and they were able to provide support for her kids and her. She was excited but worried because she had a job interview but didn't know how she was going to get there. She was planning on walking. We told her that we had bus passes and we figured out her route and guide her and how to use the bus system and she felt so grateful.

Kindness Closet of Salem

- We had one long time guest who has been contemplating seeking substance use treatment for years. Just three weeks ago she made the journey to a local provider to start the process and went through detox. She is now awaiting a bed in a residential program. She has been on the streets for many years and has never had my period of sobriety. She couldn't have taken the first step without transportation

Marion County Rapid Rehousing (ARCHES, MWVCAA)

- One of our rapid rehousing clients suffered a stroke back in February. He was eventually able to secure medical transport through OHP, but before this could be arranged, there was a period of about a month where his only means of making his follow-up appointments was the city bus. The bus passes United Way provides our program enabled this individual to continue receiving medical attention during a crucial period following his hospitalization and may have improved his outcome. He has recovered his mobility to a significant degree and is now working with his medical team on diet and lifestyle changes. One never knows, but without free transportation during those difficult first few weeks, it is not hard to imagine his recovery taking a different course.
- One of the things we encourage our clients to do once they take possession of their apartments and start thinking about their goals is attend to any medical needs that they felt they had to delay while on the streets. One individual requested a bus pass to make it to a dentist's appointment. When she followed through, the dentist discovered pre-cancerous tumors, which an oral surgeon was then able to remove. At a minimum, meeting this client's transportation needs reduced the difficulty of accessing a crucial service; at most, and at risk of overstating the case, that one bus pass may have added years to this individual's life, and/or preserved her quality of life. She might have made other arrangements, or she might have decided to let yet one more appointment slide, as many of them do when they encounter obstacles due to years of learned helplessness and expecting not to get what they need from healthcare and other systems. We cannot thank you enough!

Organizations

Mid Willamette Valley Community Action Agency

- We had a client who was facing transportation barriers. With the help of Bus passes, she was able to seek employment and get to Chemeketa to continue her education despite not having a vehicle.
- A client was able to access the bus services in order to get to the food bank to receive a much-needed food box for their family, they were also able to get to us here at the resource center in order to use our computer to apply for a unit to live in as well as gather other necessary resources. such as a toothbrush, feminine hygiene products and bar soap.

Mid-Willamette Valley Community Action Agency: The Arches Project

- A common theme we have witnessed is clients worn out from being sent around to each location for help without having any solutions. When we are able to give them a detailed plan of actions and hand them a bus pass the pressures, they have been facing is relieved and they have hope brought back to them. Rather it be that they are finally able to get their social security card and paperwork back to us to help get them into housing with a deadline. A client being able to go to the DMV to get an ID in order to get into housing/sheltering. It's been a tremendous relief to our clients to be given that little bit of help to get their priorities done.

Mid-Willamette Valley Community Action-De Muniz Resource Center

- R. H. came to the Resource Center from a correctional institution. He was clearly motivated to turn things around for himself. He was interested in employment and dealing with some basic needs, particularly around transportation. The Resource Center provided bus passes for job hunting and a bike voucher soon after. R. H. secured employment with a local lube shop and shared with the Resource Center his deep gratitude for the transportation help he received.

MWCAA Yaquina Hall

- Having bus passes available for clients ensured that folks maintained in compliance with their case plans and continued reaching towards their goals of self-sufficiency.

MWCAA-De Muniz Resource Center

- We have a client that got accepted into our welding training program. Our welding training program is a partnership with Chemeketa Community College. They students have classes twice per week for two quarters. This student worked very hard to meet the requirements to be accepted into the program. In addition to school, he works full-time. One of his barriers was reliable transportation to Chemeketa. We were able to help him with multiple day passes which has enabled him to attend his classes consistently. Without the bus passes, he would have had to rely on friends/family for rides and that could have yielded missing some of the classes.

Northwest Human Services

- *Billy Jo*found themselves struggling to secure stable employment, due to their lack of reliable transportation being a significant barrier. Fortunately, HOAP was able to provide Billy with a day pass to travel to an important job interview. On the day of the interview, Billy arrived feeling confident and prepared, thanks to HOAP being able to provide them with a bus pass. Shortly after, they received a job offer, marking a turning point in their life. This support not only helped Billy gain meaningful employment but also empowered them to regain independence and stability. The availability of our

Organizations

bus passes proved to be a crucial resource in overcoming obstacles and achieving professional success.

- The United Way bus ticket program is an invaluable part of the services NWHS provides. "Annie" came to our onsite medical clinic at HOAP and was prescribed medications. With her bus ticket she was able to get to the pharmacy and pick up her own medications. This gave her the chance to talk to the pharmacist directly about any concerns or questions she had about the new medication. With her bus pass "Annie" was able to be active participant in her healthcare. This is one of many examples of life changing difference access to transportation makes.

Polk County Family and Community Outreach

- We have a client in Polk County that we were able to assist with finding housing and helped with deposit and some initial rental assistance. This client has been motivated to continue to work towards self-sufficiency and seeking jobs in Polk County and in Salem, but he has no transportation. The bus program has allowed us to offer him additional assistance towards that job search. His ability to be successful in moving towards self-sufficiency is dependent on the bus program. Thank you!

Public Defender of Marion County

- As an attorney, I have seen the benefits of having bus passes available to my clients. For some of them, the bus is their only transportation and they have limited income to purchase passes. Our clients have to attend court hearings that may be miles away from where they live and without bus transportation they may not make it to court on time or at all. The bus passes also help clients make other life-improving and necessary appointments for things such as housing and employment. Providing a client a bus pass is a tangible and practical way to help a client who is often overwhelmed by their circumstances. The bus passes make a difference.
- A client is currently staying at a women's shelter and although she has a bike she is currently not able to afford a lock as she is working 1/day a week due to some personal issues. She is attempting to seek additional employment and resources, however is limited with distance even with her bike. I asked her about bus passes and she shared she only had \$12 to her name to get through the next week. I handed her 3 bus passes to seek employment and make it to her next attorney appointment and she was extremely grateful. She said we saved her with this.

Recovery Outreach Community Center

- All of our peers, many who are homeless or low-income benefit from having the resource of bus passes to help them get to work, while waiting for their first paycheck, have helped get to various community resources, medical, and mental health appointments
- The bus passes give our peers a means to get to detox, mental health and crisis support, emergency and medical support, and more

Rooted Mental Health

- A young adult client of mine missed several appointments due to lack of transportation. When they informed me that was the reason, they were so grateful to receive some bus passes. An older adult client of mine had trouble scheduling her ride to her therapy and case management appointments and arrived late - when she told me, I offered her some passes as well. This is a great program and our clients are very grateful!

Organizations

- "After a tough divorce, one of my clients decided to go back to school to build a better life for herself and her kids. She didn't have a car, and money was tight. The daily Cherriots bus pass made it possible for her to get to school, drop her child off at daycare, and get to her part-time job. The pass gave her freedom and stability during a hard time. It helped her stay on track with school, support her family, and move forward with confidence. Now she's close to graduating and plans to work in mental health to help others. The bus pass didn't just get her from place to place—it helped her get her life back on track."

Salem Free Clinics

- The bus program has impacted our patient by being able to come to their medical, dental and counseling appointments and being able to get the help they need. Our patients have been able to make it to their labs appointment and getting to the pharmacy to get their medication. Thank you for all the help you provide to our community.
- A newly settled refugee family faces numerous challenges, from language barriers to navigating a new culture, and one of the most immediate obstacles they encountered was transportation. With limited financial resources, the family struggled to access essential services, such as medical appointments, social services offices, and more that would help settle into their new lives. Through the United Way and Cherriots bus pass program, the family is able to receive the transportation support they so desperately need.
- All Adult Passes were used for several barriers to care (i.e. FOOD, medical appt if NEMT unavailable, school/childcare). For many refugee families, transportation is one of the most immediate and persistent challenges after resettlement. Without access to a personal vehicle and with Non-Emergency Medical Transportation (NEMT) often unavailable or unreliable, getting to essential appointments can become a major hurdle. Through the bus pass program, families have been able to overcome these barriers. Parents can now take their children to school or childcare consistently, attend vital medical appointments, and access affordable grocery stores that were previously out of reach. These passes have provided a sense of autonomy and stability, allowing families to meet their basic needs, maintain their health, and begin integrating more fully into their new communities.

Sequoia Crossings

- Having moved into their first apartment, a Sequoia Crossing resident expressed wanting to return to school to finish their Associate in Business. Due to being homeless, the resident put their education on hold but was instantly motivated to make that their priority now that they are housed. They requested a few bus passes to attend appointments with their school advisor and to see their Voc Rehab counselor. Through their hard work and determination, the resident is back on track to complete the last 8 credits of her degree. Their next goal is to find employment when they complete their degree and rely on public transportation until they can get a job to save for a car. Thank you United Way!

Shelly's House Inc.

- "Thank you to the generous donors who have made it possible with bus passes that enabled me to attend all my appointments, groups and treatment in these past months. With me having very limited income it has made transportation possible. Thank you for all you do for us here at Shelly's House from all of us. Shelly's House Resident Kelly"

Organizations

Sheltering Silverton

- We have very little free or low income transportation options in the Silverton area. This bus is the only way for our clients to connect to vital resources that are not offered in Silverton proper but only in the Salem or Woodburn area. We are one of the very few places in our town that folks can access this resource
- One of our clients used a bus pass in March to go to the DMV to get a new ID so he could enroll in a housing assistance program and complete a housing application. He got his apartment last week!

St. Francis Shelter

- A family came in needing to obtain employment. They used the bus extensively - going to interviews and eventually not only did they land a job, but they are currently training to be a manager. Having access to these bus passes literally is helping this family earn the income necessary to find and maintain safe, stable housing. Thank you United Way!

The Pathfinder Network

- A participant shared: These bus passes are "safety" to me, helping me make my legal obligations with parole and probation especially during the cold winter months. I have been able to attend church which is most important for me. It has also provided me a way to look and attain safe and sober housing. Now that I have stable housing I have been able to enroll full time at Chemeketa Community College. I am very grateful for the support.
- One of our participants has greatly benefited from the day passes. He shared the importance of complying with his supervision and making it to his meeting monthly with his probation officer. He had not gained employment at that time so he was not able to pay for a month bus pass. He also has been able to use them to get to important services such as treatment and making it to job interviews. Through the utilization of these passes he has gained stable housing which also turned into a job for him as a Room Lead. He now can take care of his financial needs and appreciated the transportation support.

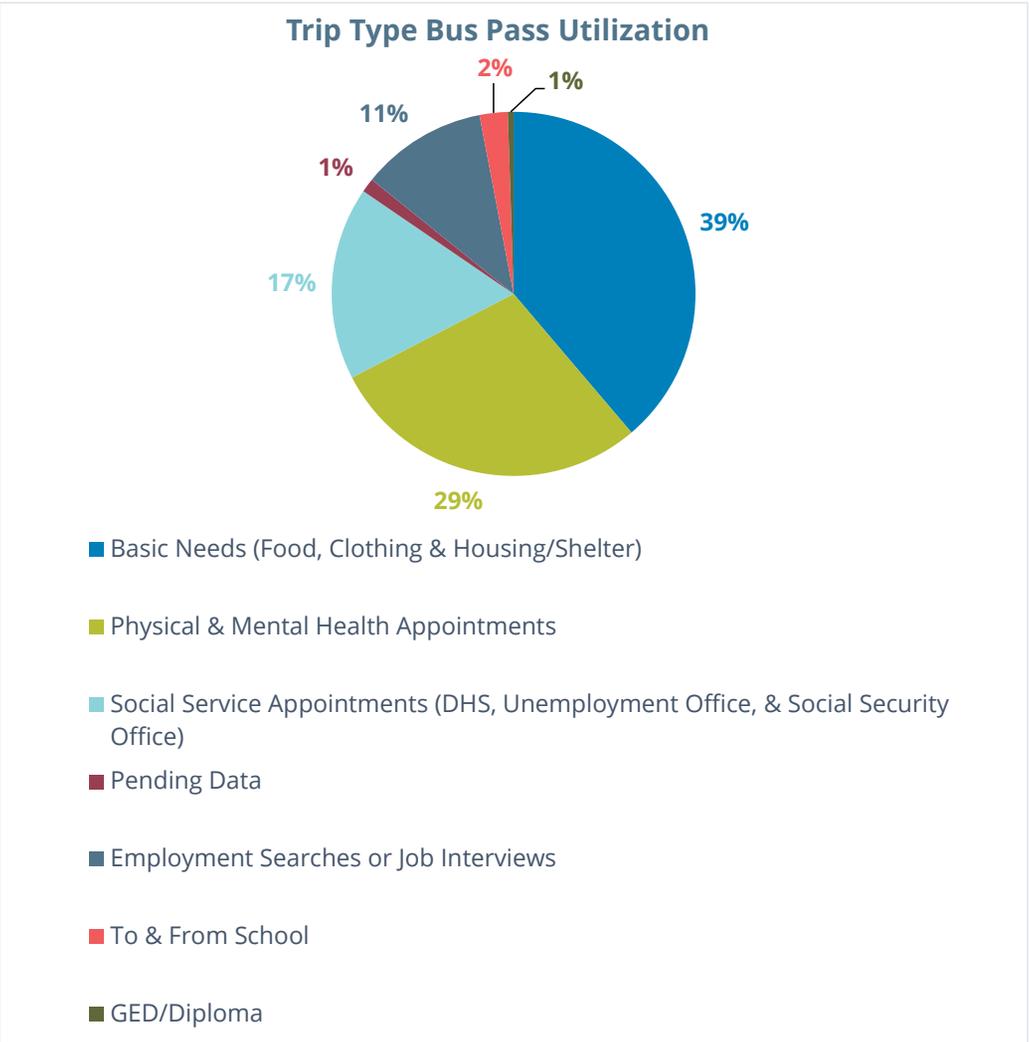
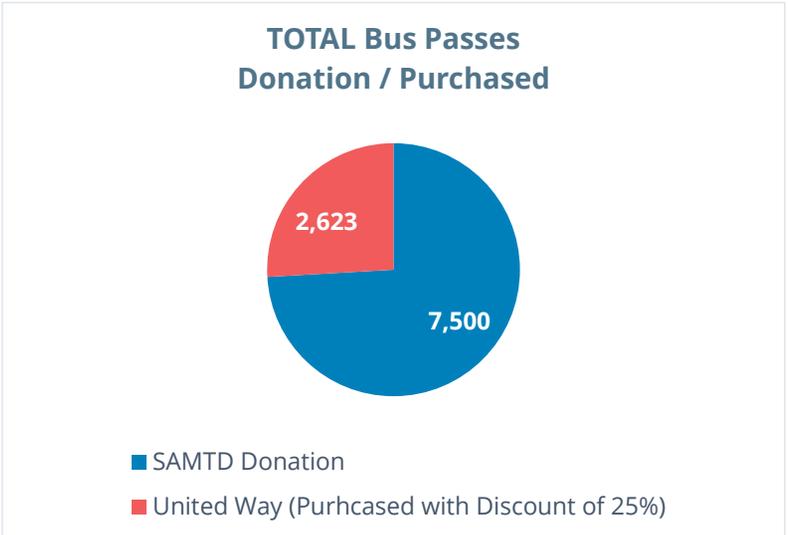
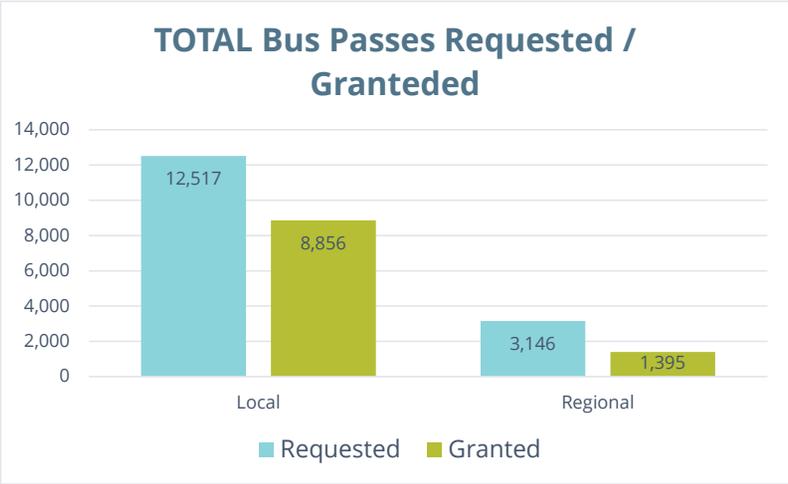
Union Gospel Mission

- Because of your bus passes we were able to provide bus passes for 2 of our New Life Program graduates to get back and forth to school until they obtained cars.
- Several stories of people being able to get to work. Several stories of men able to make appointments with social services outside of UGM. SO grateful for this partnership.

Yakima Valley Farm Workers Clinic

- A patient with comprehensive medical issues as well as severe mental health issues was not able to get to his health appointments because he had difficulty remembering them and scheduling transportation. With aid from the CHW, we helped to provide him bus passes for appointments while they CHW helped him with long term plan to ensure his medical and mental health needs are being met.
- Our patient had no food and was in desperate need to get through the month. They had come in to see the CHW and we were able to provide a bus pass to get to the food bank that was open that day. In the meantime, we were able to help get her connected to Snap benefits

Bus Pass Totals for FY2025



* 128 of the passes granted, were purchased in last fiscal year (Hence the total granted at 10,251 but the total donated/purchased this fiscal year is 10,123)

Bus Pass Track Sheet June 2024 to June 2025

Organization	Requested Local	Granted Local	Requested Regional	Granted Regional
Bridgeway Community Health Total	550	376	0	0
Catholic Community Services of the Mid-Willamette Valley & Central Coast Total	565	339	245	65
Center for Hope & Safety Total	750	537	10	10
Church at the Park Total	475	321	250	83
Community Medical Services Total	250	170	250	130
Community Services of the Mid-Willamette Valley & Central Coast Total	250	170	50	15
Congregations Helping People Total	450	340	0	0
HIV Alliance Total	360	235	300	100
Hope Pregnancy Clinic Total	45	30	10	10
Keizer Community Library Total	300	160	1	1
Kindness Closet of Salem Total	150	71	2	2
Lancaster Family Health Center (Yakima Valley Farm Workers Clinic) Total	85	47	75	24
Mid-Willamette Valley Community Action Agency Total	1850	1,428	950	475
Northwest Human Services Total	1145	866	0	0
Oregon Public Defense Commission Total	70	47	75	24
Oxford house Total	175	88	0	0
Pathfinders of Oregon dba The Pathfinder Network Total	930	681	60	19
Polk County Family and Community Outreach - The Polk Community Resource Center Total	90	47	275	150
Public Defender of Marion County Inc Total	195	112	165	59
Recovery Outreach Community Center Total	835	552	0	0
Rooted Mental Health Total	82	48	160	80
Saint Moscati community health care Total	50	28	5	5
Salem First Free Methodist Church Total	10	10	30	15
Salem Free Clinics Total	70	39	6	6
Salem Housing Special Programs Homeless Outreach Services Total	85	47	2	2
Shelly's House, Inc. Total	375	255	10	10
Sheltering Silverton Total	155	101	0	0
Silverton Area Community Aid (SACA) Total	15	15	40	20
Society of Saint Vincent de Paul : Counsel of MID-WILLAMETTE Valley Total	140	80	40	20
St. Francis Shelter (dba St. Francis Family Housing) Total	225	127	5	5
Union Gospel Mission Total	1700	1,430	90	45
Yakima Valley Farm Workers Clinic Total	80	50	0	0
Youth Era Total	10	10	40	20
Grand Total	12517	8856	3146	1395



BOARD MEETING MEMO

Agenda Item 7.B.ii

To: Board of Directors
From: Board DEI Subcommittee
Tom Dietz, Chief Operations Officer
Jael Rose, Chief Employee & Labor Relations Officer
Thru: Allan Pollock, General Manager
Date: June 12, 2025
Subject: Bylaws that Govern the Procedures and Conduct of the Board's Appointed Community Advisory Committee (CAC)

ISSUE

Shall the Board adopt Resolution No. 2025-08 ([Attachment A](#)) revising the Bylaws ([Attachment B](#)) that govern the Board's community advisory committee?

BACKGROUND AND FINDINGS

As stated in the Board's Bylaws under Rule 22 Committees; any committee authorized by the Board shall perform the duties prescribed by the Board at the time the committee was created. Board-appointed committees are subject to the direction and control of the Board. Recommendations of such committees are considered advisory only.

The Bylaws governing the Procedures and Conduct of the Community Advisory Committee were revised on April 27, 2023 with the adoption of Resolution No. 2023-05. The Board DEI Subcommittee is now recommending changes to the Bylaws to better reflect the intended purpose and structure of the CAC, and to ensure broader representation of the communities we serve.

FINANCIAL IMPACT

None

RECOMMENDATION

The Board DEI Sub-Committee recommends that the Board adopt Resolution No. 2025-08, amending the CAC Bylaws as seen in Attachment B.

PROPOSED MOTION

I move the Board adopt Resolution No. 2025-08 to restate and replace the Community Advisory Committee Bylaws to better reflect the Committee's intended purpose and structure, and to ensure broader representation of the communities we serve.



RESOLUTION 2025-08
BYLAWS GOVERNING PROCEDURES AND CONDUCT OF THE
COMMUNITY ADVISORY COMMITTEE

WHEREAS, the Salem Area Mass Transit District, hereafter referred to as "District," did on January 25, 1990, adopt Resolution #90-1, setting forth rules governing proceedings and conduct of the Board of Directors of the District, hereafter referred to as "Bylaws" and

WHEREAS, the Bylaws included attachments for each of the Board's advisory committees. The bylaws in Attachment B refer to the Rules Governing Proceedings and Conduct of the Community Advisory Committee.

WHEREAS, these bylaws were revised by Resolution #91-02 on March 28, 1991, by Resolution #97-02 on February 27, 1997; and by Resolution #97-28 on December 18, 1997 when the committee was renamed the Senior and Disabled Consumer Advisory Committee. On March 25, 1999, the committee was dissolved by Resolution #99-02 to form the Consumer Advisory Committee; and was superseded by Resolution #11-13 on December 8, 2011 to form the Citizens Advisory Committee (CAC). The Bylaws were amended on December 12, 2013 by Resolution #13-12. In 2015, the CAC was disbanded and reestablished on December 14, 2017 by Resolution #2017-13 and revised on December 12, 2019 by Resolution 2019-10. On July 23, 2020, Article II, Section 1 Appointment and Membership of the CAC Bylaws was revised with the adoption of Resolution #2020-04, to allow up to eleven (11) members serving on the CAC. On December 15, 2022, Article II, Section 2 of the CAC Bylaws was revised with the adoption of Resolution #2022-05, to change the qualification from "Youth Leader (High School Student, one year term with a "school year term" option)" to "Youth Leader (between 16 – 24 years of age)." The Bylaws were amended on April 27, 2023 by Resolution 2023-05 changing the name from "Citizen Advisory Committee" to "Community Advisory Committee;" and,

WHEREAS, the District Board of Directors wishes to amend the Bylaws.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT;

THAT the CAC bylaws will better reflect the Committee's purpose and structure , and ensure broader representation of the communities the District serves.

THAT the form of Bylaws attached as Attachment B, titled "Bylaws Governing Procedures and Conduct of the Community Advisory Committee of the Salem Area Mass Transit District," is hereby adopted as the restated bylaws of District on this 26th day of June 2025 following a meeting of the District Board of Directors.

ADOPTED by the District Board of Directors on the 26th day of June 2025.

ATTEST:

Kirra Pressey, Clerk of the Board

Maria Hinojos Pressey, Board President



**SALEM AREA MASS TRANSIT DISTRICT
COMMUNITY ADVISORY COMMITTEE
BYLAWS**

GOVERNING PROCEDURES AND CONDUCT

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ARTICLE I MISSION, PURPOSE, AND DUTIES

Section 1. Mission

The mission of the Community Advisory Committee, (hereinafter Committee), established by the Salem Area Mass Transit District (hereinafter District) Board of Directors by Resolution No. 2017-13 on December 14, 2017, is to advise the Board on District-related transportation issues.

Section 2. Purpose

The purpose of the Committee is to discuss, review, and make recommendations to the Board of Directors, on the District's transportation policies, programs and services, and perform other duties as assigned by the Board, including but not limited to the facilitation of ongoing public participation of persons with disabilities in accordance with the U.S. Department of Transportation Federal Transit Administration Circular C 4710,1.

Section 3. Procedures and Duties

Committee members are responsible for advising the Board based on their own experiences and the perspectives of the communities they represent, recognizing that communities consist of diverse viewpoints. Members are selected for their unique eligibility and representation to ensure diverse insights.

The Committee's leadership (Chair and Vice-Chair), in collaboration with the Board of Directors, will lead the development and implementation of a two (2) year work plan that incorporates the Committee's actions and goals. This work plan should be updated and reviewed annually during a joint work session between Committee leadership and the Board of Directors.

ARTICLE II GOVERNANCE PROCEEDINGS

Section 1. Open Meetings and Records

All meetings shall be conducted according to Oregon's Public Meetings Law and are open to the public.

The meetings shall be conducted in accordance with the provisions of the most current edition of Robert's Rules of Order for small boards. A record of each meeting will be kept with written minutes.

Regular meetings shall be scheduled with at least one (1) weeks' notice to the members and

will be held in the Board Room of the District, unless a different place is designated from time to time, and so noticed in conformance with applicable laws. In compliance with Oregon Public Meeting Law, virtual means of attendance shall also be made available to ensure accessibility and participation by the public and Committee members. In the event of an emergency or special meeting, the District will notify all members no later than 24 hours prior to such meeting.

Section 2. Ethics

Members of the Committee must comply with the Oregon Ethics Laws, ORS Chapter 244, and must refrain from using the Committee member's position to obtain financial gain or avoid financial detriment to the member, relative, or business in which the member or relative has an interest. Members and their relatives and members of their household must refrain from accepting gifts in excess of \$50 in any calendar year from anyone who may have an interest in the actions or recommendations of the Committee. In the case of any actual or potential conflict of interest, the member must publicly announce the actual or potential conflict of interest. Further, in the case of an actual conflict of interest, the member must refrain from participating in any discussion or vote on the matter.

ARTICLE III APPOINTMENT, MEMBERSHIP, ELIGIBILITY, REPRESENTATION, AND TERMS

Section 1. Appointment and Membership

Members of the Committee are appointed by the Board of Directors, and serve at the pleasure of the Board of Directors. The Committee shall consist of up to 13 voting members, as determined by the Board of Directors. Each member must meet any one (1) or more of the eligibility and representations identified in Article III, Section 2 at the time of their appointment and for the duration of their term.

The Board will strive to appoint Committee members who represent a variety of perspectives, geographic areas, and population demographics within the community or as representatives of the community.

Section 2. Eligibility and Representation

District Employees are not allowed to serve on the Committee. To serve as a member of the Committee, an individual must live and/or work in the Urban Growth Boundary service area, represent a cross-section of the Salem/Keizer community, and meet at least one (1) of the following criteria:

- **At-large Member:** A community member who does not represent a specific

group or organization but brings a general perspective on the broader community's transportation needs and who regularly uses public transportation.

- **Business Interest Organization:** A representative from a local organization dedicated to supporting and advocating for business interests, economic growth, and community development.
- **Chambers of Commerce:** A representative from either the Salem or Keizer Chamber of Commerce, with membership alternating between the two (2) chambers.
- **Local Employer** - A representative from a locally operated business or franchise, excluding national chain franchises without significant local ownership or involvement.
- **Medical Community/Care Provider:** A representative from the healthcare sector, such as a doctor, nurse, therapist, or administrator, who brings insights into how transportation impacts access to medical care.
- **Community Member Three (3)** To the extent not represented in the other categories, the Board shall ensure that these Community Members are a representation of the Community. This category may be used to ensure that there is equal racial, ethnic, age, gender, and disability representation on the committee.
- **Paratransit User:** A person who regularly uses paratransit services, which are specialized, accessible public transportation options for individuals with disabilities or mobility challenges who are unable to use standard transit services.
- **Bike/Pedestrian Advocate:** An individual who actively promotes, supports, and uses cycling infrastructure, and pedestrian-friendly initiatives, advocating for safe and accessible routes for non-motorized transportation.
- **School District Representative/Educational Community:** A person from the education sector, such as a school board member, administrator, or teacher, representing the transportation needs of students, faculty, and staff.
- **Social Services Agency Representative:** A person representing an organization that provides support and resources to individuals or families in need, such as housing assistance, mental health services, or food security programs.
- **Youth Leader - between 16-24 years of age:** An individual who actively engages in leadership activities, representing the perspectives and transportation needs of youth and young adults within the community.

Section 3. Terms of Service

Committee members shall serve for a term of two (2) years, commencing on January 1. Members are eligible for re-appointment for one (1) term. Terms will be staggered so that no less than one-third and not more than one-half of the voting members have a term that expires in the same year.

A Committee member who has served two (2) consecutive two (2) year terms may not serve a third consecutive term. However, the Committee member may thereafter be appointed for future terms following the end of their second term after waiting at least twelve (12) months for reappointment.

Section 4. Chair and Vice-Chair Appointment and Responsibilities

The Chair and Vice-Chair of the Committee shall be appointed on an annual basis by the Board of Directors. The Chair and Vice-Chair shall serve for a term of twelve (12) months; and no more than two (2) consecutive terms. The Committee may nominate and recommend to the Board of Directors, members to serve as Chair or Vice-Chair.

Committee recommendations are to be completed by October of each year in order for appointments to be made at the December Board meeting prior to the expiration of the Chair and Vice-Chair's term.

The duties of the Chair are to preside at the meetings, and perform other duties assigned by the Board. The Chair, on behalf of the Committee shall present reports to the Board that are necessary to execute any and all of the responsibilities of the Committee in accordance with the workplan. The Chair may appoint committee members to address special topics as needed.

The duties of the Vice-Chair are to perform the duties of the Chair, in the absence of the Chair. The Vice-Chair shall perform other duties as assigned by the Board.

Section 5. Participation

All members are expected to attend the scheduled meetings. If a member is unable to attend a scheduled meeting, the member must contact District staff or the Chair at least 24 hours or one (1) business day in advance, except in cases of an emergency. The Chair may excuse the absence of a member for good cause. A member who fails to notify the Committee for two (2) consecutive meetings, or misses more than two (2) meetings over a one (1) year period, will be reported to the District Board, and the Board of Directors may declare that person's position vacant.

Section 6. Removal and Vacancies

Members of the Committee shall serve at the pleasure of the Board of Directors, and may be removed with or without cause at any time, at the sole discretion of the Board of Directors.

The Committee may recommend removal of one (1) of its members to the Board of Directors by a vote of the majority of all its voting members. Such recommendation to the Board shall include the reasons for the recommendation.

When a vacancy occurs, the Board of Directors may elect to fill the vacant position and the person so appointed will hold their position for the balance of the unexpired term of their predecessor, which term of service shall not be considered in connection with limitations on term of service under Article III, Section 3 of these Bylaws. The Board of Directors may select an appointee from among people expressing an interest in such appointment, or from a call of applications for the position. Appointments are subject to the requirements of Article III, Sections 1 and 2 of these Bylaws.

Section 7. Staff Role and Responsibility

The District General Manager will designate staff to prepare meeting notices, agendas, and minutes for the Committee. Staff will assist the Committee in orientation, and the preparation and presentation of background information concerning agenda items. Staff will advise and furnish technical assistance as appropriate to carry out the Committee's work.

ARTICLE IV MEETINGS

Section 1. Frequency

The Committee will meet at a frequency determined by the work plan, with a minimum of once per quarter and a maximum of once per month. District staff will collaborate with the Chair to determine meeting schedules.

Section 2. Agendas

Staff will consult with the Chair and the Board Liaison in developing meeting agendas. Staff will be responsible for distributing the final agenda and preparing or compiling the associated agenda materials for each meeting.

The agenda and other materials related to any agenda action item will be distributed in advance of the meeting and may be provided in paper or electronic format.

Section 3. Quorum and Voting

A quorum of the Committee shall consist of a majority of all the members. A quorum must be present to conduct any official business.

Each member of the Committee has one (1) vote. All actions of the Committee will be by a motion passed by a majority of the members present, either physically or virtually, and

voting at a meeting where a quorum is present.

The chair will be entitled to vote.

Section 4. Minutes

Committee meeting minutes will be prepared and distributed by staff. Minutes will note major points discussed, any conclusions reached and any actions taken.

Section 5. Recommendations

The Chair or their designee may present recommendations of the Committee to the District General Manager or Board of Directors in person or in writing.

Section 6. Meeting Protocols and Interactions

Conduct: Committee members must conduct themselves in a respectful and professional manner when engaging with the public, the Board of Directors, District staff, and one another. Members are expected to listen, consider different perspectives, and communicate constructively.

Discussion Procedures: The majority of each meeting will focus on discussing relevant issues and developing recommendations for the Board of Directors. Discussions will occur only after District staff has provided necessary briefings and presentations.

Meeting Decorum: The following principles shall be observed:

1. Adherence to Agenda: Members shall focus on agenda topics to ensure efficient use of time and resources.
2. Equal Participation: Members shall allow equitable contributions to discussions.
3. Conflict Resolution: Disagreements shall be addressed constructively, with an emphasis on solutions.

Representation: Committee members shall accurately represent the committee's recommendations when communicating externally.

ARTICLE V SUBCOMMITTEES

Subcommittees may be formed if outlined in the work plan and approved by Committee leadership and the Board of Directors.

ARTICLE VI

AMENDMENTS

The Board of Directors shall have the authority to amend these bylaws at any meeting of the Board of Directors. The Committee may propose amendments of these bylaws to the Board of Directors.

Adopted by Board Resolution #2022-05 on December 15, 2022.

Amended by Board Resolution #2023-05 on April 27, 2023.



**SALEM AREA MASS TRANSIT DISTRICT
COMMUNITY ADVISORY COMMITTEE
BYLAWS**
GOVERNING PROCEDURES AND CONDUCT

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ARTICLE I
MISSION, PURPOSE, ROLES AND DUTIES RESPONSIBILITIES

Section 1. ~~Purpose and~~ Mission of the CAC Program

The mission of the Community Advisory Committee, (~~hereinafter Committee~~), established by the Salem Area Mass Transit District (~~hereinafter District~~~~SAMTD~~) Board of Directors by Resolution No. 2017-13 on December 14, 2017, is to ~~act as an advisory committee to~~ the Board on District-related transportation-related issues ~~of the District~~.

Commented [KP1]: Redundant, Not discussed in Section 1 & Discussed in Section 2

Section 2. ~~Committee Name and~~ Purpose

~~The name of the committee is the Community Advisory Committee also referred to as the CAC, hereinafter referred to as "Committee."~~ The purpose of the Committee ~~is shall be to meet~~ to discuss, review, and make recommendations to the ~~SAMTD~~ Board of Directors, on the District's transportation policies, programs and services, and perform other duties as assigned by the Board, including but not limited to the facilitation of ongoing public participation of persons with disabilities in accordance with the U.S. Department of Transportation Federal Transit Administration Circular C 4710.1. ~~The Committee shall encourage and promote transportation services that meet the needs of the Salem/Keizer community.~~

Commented [WJO2]: The adopting resolution by the Board makes clear that one of the specific purposes of this committee is to comply with the requirements of public participation regarding services for persons with disabilities provided in the Circular. This just makes it clear in the Bylaws.

Section 3. ~~Committee~~ Procedures and Duties

~~The Committee shall encourage and promote transportation services that meet the needs of the Salem/Keizer community.~~

Commented [KP3]: Redundant & Repeated in the next line.

~~The Committee shall establish an Executive Subcommittee. The Committee Chair and Vice Chair, along with another member appointed by the Chair, shall serve on the Executive Subcommittee. The Executive Subcommittee may meet at a frequency directed by the Committee Chair.~~

~~Committee members are responsible for advising the Board based on their own experiences and the perspectives of the communities they represent, recognizing that communities consist of diverse viewpoints. Members are selected for their unique eligibility and representation to ensure diverse insights.~~

Commented [KP4]: ADD a section indicating they are responsible for advising the Board from their experiences along with those they representing... Etc.
"Any community is not a monolith" DEI SC

~~The Executive Subcommittee The Committee's leadership (Chair and Vice-Chair) will, in collaboration with the Board of Directors, will lead the efforts to create development and implementation of a two (2) -year work plan which will that incorporates the Committee's actions and goals of the Committee. This work plan The working document should be updated and reviewed annually during a joint work session between by the Committee leadership and the Board of Directors, on a quarterly basis.~~

Commented [KP5]: Add an annual work session where the work plan is developed & implemented with the Board – MHP

ARTICLE II
GOVERNANCE PROCEEDINGS

Section 14. Open Meetings and Records

All meetings shall be conducted according to Oregon's Public Meetings Law and are open to the public.

~~A quorum of the Committee shall consist of a majority of all the members, and a quorum must be present for any business to be conducted. A majority vote of those members present is needed to approve any recommendation. No member may vote unless present.~~

The meetings shall be conducted in accordance with the provisions of the most current edition of Robert's Rules of Order for small boards~~Robert's Rules of Order for small boards (11th Ed.)~~. A record of each meeting will be kept with written minutes.

Regular meetings shall be scheduled with at least one ~~(1) week's notice~~weeks' notice to the members and will be held ~~in the Board Room of the District, unless a different place is designated from time to time, at the District's Administration Office; or such other place as designated by the District,~~ and so noticed in conformance with applicable laws. In compliance with Oregon Public Meeting Law, virtual means of attendance shall also be made available to ensure accessibility and participation by the public and Committee members. In the event of an emergency or special meeting, the District will notify all members no later than 24 hours prior to such meeting.

Section ~~25~~. Ethics

Members of the Committee must comply with the Oregon Ethics Laws, ORS Chapter ~~244~~, and must refrain from using the Committee member's position to obtain financial gain or avoid financial detriment to the member, relative, or business in which the member or relative has an interest. Members and their relatives and members of their household must refrain from accepting gifts in excess of \$50 in any calendar year from anyone who may have an interest in the actions or recommendations of the Committee. In the case of any actual or potential conflict of interest, the member must publicly announce the actual or potential conflict of interest. Further, in the case of an actual conflict of interest, the member must refrain from participating in any discussion or vote on the matter.

ARTICLE III
APPOINTMENT, MEMBERSHIP, ELIGIBILITY, REPRESENTATION,
QUALIFICATION, AND TERMS

Section 1. Appointment and Membership

Commented [KP6]: Should we add either physically or virtually present??

Commented [KP7]: Redundant, discussed in Article IV Section 3

Members of the Committee are appointed by the SAMTD Board of Directors, and serve at the pleasure of the SAMTD Board of Directors. ~~Based on the discretion of the SAMTD Board of Directors~~ The Committee shall ~~consist of up to 13~~ ~~have no more than eleven (11)~~ voting members, ~~as determined by the Board of Directors~~. Each member must meet any one (1) or more of the ~~eligibility and representations qualifications~~ identified in Article ~~III~~ 11, Section 2 at the time of their appointment and for the duration of their term.

The Board will strive to appoint Committee members who represent a variety of perspectives, geographic areas, and population demographics within the community or as representatives of the community.

The Board will attempt to appoint members to the Committee who represent diverse interests, perspectives, geography, and the population demographics of the area.

Commented [KP8]: Expand to 13 - MHP

Section 2. Eligibility and Representation Qualification

~~District Employees are not allowed to serve on the Committee.~~ To ~~be qualified to~~ serve as a member of the Committee, ~~the person an individual~~ must live and/or work in the Urban Growth Boundary SAMTD service area, ~~be a representative of~~ a cross-section of the Salem/Keizer community, and ~~as much as possible be a person who meets at least one (1) of~~ the following ~~criteria~~ qualifications:

- **At-large Member:** A community member who does not represent a specific group or organization but brings a general perspective on the broader community's transportation needs and who regularly uses public transportation.
- **Business Interest Organization:** A representative from a local organization dedicated to supporting and advocating for business interests, economic growth, and community development.
- **Chambers of Commerce:** A representative from either the Salem or Keizer Chamber of Commerce, with membership alternating between the two (2) chambers. ~~**Business Economic Development Organization:**~~
- **Local Major Employer ~~-(over 100 Employees:-)~~** A representative from a locally operated business or franchise, excluding national chain franchises without significant local ownership or involvement.
- **Medical Community/Care Provider:** A representative from the healthcare sector, such as a doctor, nurse, therapist, or administrator, who brings insights into how transportation impacts access to medical care.
- **Ethnic Community Member** Three (3) Members of an Underrepresented or Historically Marginalized Community: ~~To the extent not represented in the other categories, the Board shall ensure~~ ~~a~~ that these Community Members are a

Commented [KP9]: 1 at large Member - ACTIVE TRANSIT USER

1 Chamber (Alternate between S/K)
1 Business (Modify language - maybe just Business Interest Organization)
1 Major Employer CHANGE to LOCAL - Define what local is
1 Medical
2 Underrepresented (JLM - does this include older? - provide examples) (Representing 2 diff. communities.
1 Para transit
1 School District
1 Social
1 Youth
1 Recreational
1 Older Adults (60 years) (Include in the marginalized?)
SD - Over time as members term out we would make up the demographic (SO not reappointing)
JLM would like a committee - to appoint members.....
SD - We will give priority to those who meet the qualifications.
JLM - if the purpose of the committee is to sink their teeth into issues we don't have time for or have perspectives that we don't - so we want them to be representative of the county.

Formatted: Font: Not Bold

representation of the Community. This category may be used to ensure that there is equal racial, ethnic, age, gender, and disability representation on the committee. A person who identifies as part of a group that has experienced systemic inequities, including but not limited to individuals from racially or ethnically marginalized communities, LGBTQIA+ individuals, older adults (over the age of 60), or persons with disabilities.

Commented [BJ10]: Given the new DEI Executive Orders, I would rewrite this category as suggested.

- **Paratransit User:** A person who regularly uses paratransit services, which are specialized, accessible public transportation options for individuals with disabilities or mobility challenges who are unable to use standard transit services.
- **Recreational/Bike/Pedestrian Advocate:** An individual who actively promotes, supports, and uses cycling infrastructure, and pedestrian-friendly initiatives, advocating for safe and accessible routes for non-motorized transportation.
- **School District Representative/Educational Community:** A person from the education sector, such as a school board member, administrator, or teacher, representing the transportation needs of students, faculty, and staff.
- **Social Services Agency Representative:** A person representing an organization that provides support and resources to individuals or families in need, such as housing assistance, mental health services, or food security programs.
- **Youth Leader - (between 16-24 years of age):** An individual who actively engages in leadership activities, representing the perspectives and transportation needs of youth and young adults within the community.

Voting members appointed to the Committee must live and/or work within the District's service area.

Commented [KP11]: Redundant, the section above said all of that.

Section 3. Terms of Service

Committee members shall serve for a term of two (2) years, commencing on January 1. Members are eligible for re-appointment for ~~one (1) up to two consecutive~~ terms. Terms will be staggered so that no less than one-third and not more than one-half of the voting members have a term that expires in the same year.

A Committee member who has served two (2) consecutive two (2)-year terms may not serve a third consecutive term. However, the Committee member may thereafter be appointed for future terms following the end of their second term after waiting at least ~~twelve (12)~~ months for reappointment.

Commented [KP12]: There needs to be clarification here - can they serve a total of 6 years because that is what we say in the first paragraph but in the second we say no more than 4 year?

Section 4. Chair and Vice-Chair ~~Appointment Election~~ and Responsibilities

The Chair and Vice-Chair of the Committee shall be appointed on an annual basis by the Board of Directors. The Chair and Vice-Chair shall serve for a term of twelve (12) months; and no more than two (2) consecutive terms. The Committee may nominate and recommend to the Board of Directors, members to serve as Chair or Vice-Chair.

Committee recommendations are to be completed in by October of each year in order for appointments to be made at the December Board meeting prior to the expiration of the Chair and Vice-Chair's term.

The duties of the Chair are to preside at the meetings, and perform other duties assigned by the Board. The Chair, on behalf of the Committee shall present reports to the Board that are necessary to execute any and all of the responsibilities of the Committee in accordance with the workplan. The Chair may ~~at the Board's direction~~, appoint ~~sub~~-committee members to address special topics as needed.

The duties of the Vice-Chair are to perform the duties of the Chair, in the absence of the Chair. The Vice-Chair shall perform other duties as assigned by the Board.

Section 5. Participation

All members are expected to attend the scheduled meetings. If a member is unable to attend a scheduled meeting, the member must contact District staff or the Chair at least 24 hours or one (1) business day in advance, except in cases of an emergency. The Chair may excuse the absence of a member for good cause. A member who fails to notify the Committee for two (2) consecutive meetings, or misses more than two (2) meetings over a one (1)-year period, will be reported to the District SAMTD-Board, and the Board of Directors may declare that person's position vacant.

Section 6. Removal and Vacancies

Members of the Committee shall serve at the pleasure of the SAMTD-Board of Directors, and may be removed with or without cause at any time, at the sole discretion of the Board of Directors.

The Committee may recommend removal of one (1) of its members to the SAMTD-Board of Directors by a vote of the majority of all its voting members. Such recommendation to the Board shall include the reasons for the recommendation.

When a vacancy occurs, the Board of Directors may elect to fill the vacant position and the person so appointed will hold their position for the balance of the unexpired term of their predecessor, which term of service shall not be considered in connection with limitations on term of service under Article III, Section 3 of these Bylaws. The Board of Directors may select an appointee from among people expressing an interest in such appointment, or from a call of applications for the position. Appointments are subject to the requirements of Article III.

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Sections 1 and 2 of these Bylaws.

Commented [KP13]: Double check this – please. And ensure it meets with our current standard (this was not in here before)

Section 7. Staff Role and Responsibility

The ~~District SAMTD~~ General Manager will designate staff to prepare meeting notices, agendas, and minutes for the Committee. Staff will assist the Committee in orientation, and the preparation and presentation of background information concerning agenda items. Staff will advise and furnish technical assistance as appropriate to carry out the Committee's work.

ARTICLE IV ~~III~~ MEETINGS

Section 1. Frequency

The Committee will meet ~~at a frequency determined by the work plan, with a minimum of once per quarter and a maximum of once per month, as often as necessary to carry out the responsibilities of the Committee; however, the Committee shall meet at least two times each year.~~ District staff ~~will collaborate with and the Chair to determine will confer as to the~~ meeting schedules. ~~Meetings shall be held at the District's Administrative offices of SAMTD or other place designated by the District in consultation with the Chair, and so advertised in conformance with applicable laws.~~

Commented [KP14]: This is already stated in Article II

Section 2. Agendas

Staff will consult with the Chair ~~and the Board Liaison~~ in developing meeting agendas. Staff will be responsible for distributing the final agenda ~~and including~~ preparing or compiling the associated agenda materials for each meeting.

Commented [KP15]: Frequency – as needed = to be informed by the Work Plan MHP

Add Min. & Max - SD

The agenda and other ~~materials related to information associated with~~ any agenda action item will be distributed in advance of the meeting ~~and may be provided in paper or electronic format. These may be paper or electronic copies.~~

Commented [KP16]: Agendas – staff will consult with the chair AND the Board Liaison MHP

Section 3. Quorum and Voting

A quorum of the Committee shall consist of a majority of all the members. A quorum must be present ~~to conduct any official business, for any business to be conducted.~~

Each member of the Committee has one (1) vote. All actions of the Committee will be by a motion passed by a majority of the members present, ~~either physically or virtually,~~ and voting at a meeting where a quorum is present.

Commented [KP17]: Physically or virtually or both?

The chair will be entitled to vote.

Section 4. Minutes

~~Minutes of~~ Committee meetings minutes will be prepared and distributed by staff. Minutes will note major points discussed, ~~and~~ any conclusions reached ~~or~~ and any actions taken.

Section 5. Recommendations ~~to the SAMTD Board of Directors~~

The Chair or and the Chair's their designee may present recommendations of the Committee to the District SAMTD General Manager or ~~SAMTD~~ Board of Directors in person or in writing.

Section 6. Meeting Protocols and Interactions

Conduct: Committee members must conduct themselves in a respectful and professional manner when engaging with the public, the Board of Directors, District staff, and one another. Members are expected to listen, consider different perspectives, and communicate constructively.

Discussion Procedures: The majority of each meeting will focus on discussing relevant issues and developing recommendations for the Board of Directors. Discussions will occur only after District staff has provided necessary briefings and presentations.

Meeting Decorum: The following principles shall be observed:

1. Adherence to Agenda: Members shall focus on agenda topics to ensure efficient use of time and resources.
2. Equal Participation: Members shall allow equitable contributions to discussions.
3. Conflict Resolution: Disagreements shall be addressed constructively, with an emphasis on solutions.

Representation: Committee members shall accurately represent the committee's recommendations when communicating externally.

Commented [KP18]: I think something like this governing how individuals interact with one another, staff, etc. is important – thoughts?

ARTICLE IV SUBCOMMITTEES

Subcommittees may be formed if outlined in the work plan and approved by Committee leadership and the Board of Directors. The Chair may recommend formation of a subcommittee(s), and establish such subcommittee(s) with the Committee's concurrence. Subcommittees may be formed to carry out specific tasks and/or deal with specific issues, bringing their recommendations to the Committee as a whole. The Chair will select or

~~appoint subcommittee members and designate a chair. The Chair of the subcommittee may appoint persons to serve on subcommittees who are not members of the Committee as a whole, provided they have knowledge and experience that will help the subcommittee in completing its assignment.~~

ARTICLE VI AMENDMENTS

The ~~SAMTD~~ Board of Directors shall have the authority to amend these bylaws at any meeting of the Board of Directors. The Committee may propose amendments of these bylaws to the Board of Directors.

Adopted by Board Resolution #2022-05 on December 15, 2022.

Amended by Board Resolution #2023-05 on April 27, 2023.

Commented [KP19]: MHP does not want them to have Subcommittees.
JLM can establish with Board Approval
SD if listed in the Workplan

To: Board of Directors
From: Shofi Ull Azum, Chief Planning and Development Officer
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Adopt Resolution No. 2025-09, Supporting the Submission of the TGM Grant

ISSUE

Shall the Board adopt Resolution No. 2025-09, supporting the submission of the TGM grant application for the Mobility Integration Plan?

BACKGROUND AND FINDINGS

The Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development (DLCD) jointly administer the Transportation and Growth Management (TGM) program. This program supports local governments and transit districts in planning efforts that promote sustainable transportation options and livable communities.

The District is preparing to submit a TGM planning grant application to support the development of a Mobility Integration Plan. This plan will evaluate the District's current services and identify opportunities to better coordinate fixed-route transit, microtransit, and micromobility services into a seamless, efficient network. The plan aims to enhance mobility and equity, reduce duplication of services, and improve access to transit options across the region.

As part of the application process, the TGM program requires applicants to demonstrate local support and a willingness to consider adopting the outcomes of the planning effort. The proposed resolution ([Attachment A](#)) satisfies this requirement and reflects the District's commitment to improving regional mobility and supporting Oregon's transportation and land use goals.

FINANCIAL IMPACT

None.

RECOMMENDATION

Staff Recommends the Board adopt Resolution No. 2025-09, supporting the submission of the TGM grant application for the Mobility Integration Plan.

PROPOSED MOTION

I move that the Board adopt Resolution No. 2025-09, supporting the submission of the TGM grant application for the Mobility Integration Plan.



RESOLUTION NO. 2025.09

SUPPORTING A TRANSPORTATION AND GROWTH MANAGEMENT GRANT APPLICATION

WHEREAS, the Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development (DLCD) jointly administer the Transportation and Growth Management (TGM) program to support planning efforts that promote sustainable transportation choices and vibrant, livable communities; and

WHEREAS, the Salem Area Mass Transit District, hereafter referred to as “District,” is committed to advancing mobility, access, and integration of transportation options for the benefit of the region; and

WHEREAS, the District intends to apply for a TGM planning grant to support the development of the Mobility Integration Plan, which will analyze and integrate multiple service types, including fixed-route transit, microtransit, and micromobility, into a coordinated network; and

WHEREAS, the TGM program requires applicants to demonstrate both community support and a commitment from local governing bodies to consider adoption of the resulting plan; and

WHEREAS, the Board of Directors recognizes the importance of the proposed project in enhancing regional connectivity, improving transportation equity, and supporting local and state transportation goals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALEM AREA MASS TRANSIT DISTRICT:

THAT, the Board supports the submission of a TGM grant application for the Mobility Integration Plan.

THAT, If awarded, the Board affirms its willingness to consider the resulting plan for adoption upon project completion.

THAT, the General Manager, or designee, is authorized to take any necessary actions to complete and submit the grant application.

ADOPTED by the Board of Directors of the Salem Area Mass Transit District this 26th day of June, 2025.

ATTEST:

Kirra Pressey, Clerk of the Board

Maria Hinojos Pressey, Board President



To: Board of Directors
From: Jim Row, Chair, Statewide Transportation Improvement Fund Advisory Committee (STIFAC)
Shofi Ull Azum, Chief Planning and Development Officer
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Adopt Resolution No. 2025-10, Approving Funding of the Federal Transit Administration (FTA) FY2025 Section 5310 Projects

ISSUE

Shall the Board adopt Resolution No. 2025-10 ([Attachment A](#)), approving funding for the FTA FY2025 Section 5310 projects as recommended by the STIFAC, and direct the General Manager to submit the grant application in accordance with that recommendation?

BACKGROUND AND FINDINGS

The District serves as the designated recipient for the FTA Section 5310 funds for the Salem-Keizer urbanized area because the population is greater than 200,000, therefore classifying the urban area as a “large” urban area. The purpose of the Section 5310 grant program is to enhance the mobility of seniors and individuals with disabilities. As the designated recipient of these funds, the District conducts a selection process to determine the use of the funds, and to certify that projects were derived from the Coordinated Public Transit – Human Services Transportation Plan for Marion and Polk counties (Coordinated Plan) dated March 2024.

A public notice of this year’s Section 5310 grant solicitation was published in the Salem Reporter newspaper on May 9, 2025. The amount of the grant funds available is \$389,502. Both English and Spanish versions of the notice were posted on the District’s website during the entire application period (May 9, 2025 through June 6, 2025). Announcements were sent out to current grantees of these funds to ensure they were aware of the solicitation of applications for funding.

In accordance with the District’s Section 5310 Program Management Plan (PMP) dated March 2024, the STIFAC met in a meeting open to the public to review and rank applications received by the June 6, 2025 deadline. The meeting was held on June 9, 2025 to hear presentations from applicants, discuss and rank the projects, and make a recommendation to the District Board of Directors for funding.

A primary priority of the PMP related to project selection, is to ensure the project selection process was guided by the currently adopted Coordinated Plan, dated March 2024. In order for a Section 5310 project to be funded, it must be listed in this version of the Coordinated Plan.

Secondly, there must be a coordination of projects to ensure at least 55 percent of the annual apportionment is used for “traditional” 5310 projects as defined in the FTA Circular (FTA C 9070.1G dated July 7, 2014 (“Circular”)).

No other applications were received from eligible nonprofit agencies. The District is eligible for the funds when there are no eligible nonprofit applicants.

Of the three applications submitted for the Section 5310 FTA funds, Cherriots Mobility Management Call Center and Cherriots Shop and Ride Preventive Maintenance applications qualify as traditional projects. The Cherriots Shop and Ride Purchased service application qualifies as an “other” or non-traditional project.

Table 1. STIFAC recommendation for funding Section 5310 projects

Rank	Project	Category	Funding
1	Cherriots Mobility Management Call Center	Traditional	\$206,422
1	Cherriots Shop and Ride Purchased Service	Non-traditional	\$175,276
1	Cherriots Shop and Ride Preventative Maintenance	Traditional	\$ 7,804
Total:			\$389,502

STIFAC members have unanimously decided to “equally” prioritize all three projects submitted by the District for funding through the FTA Section 5310 program. The funding request for these three projects equals the available funding. The funding distribution shown in Table 1 above satisfies the requirement for 55 percent traditional projects and 45 percent other projects based on the estimated amount of \$389,502.

FINANCIAL IMPACT

The budgets for Cherriots Shop and Ride and Mobility Management have historically been entirely funded by grant funds, the majority of which comes from the Section 5310 program. These services are listed in the District Approved Budget in the Transportation Services section. These services will be accounted for in all future budgets.

RECOMMENDATION

The STIFAC recommends that the Board adopt Resolution No. 2025-10, approving funding for the FY25 Section 5310 projects following the committee's recommendation, and direct the General Manager to submit the application for the Section 5310 grants in accordance with the recommendation.

PROPOSED MOTION

I move that the Board adopt Resolution No. 2025-10, approving funding for the FY25 Section 5310 projects as recommended by the STIFAC, and direct the General Manager to submit the grant application in accordance with that recommendation.



RESOLUTION NO. 2025-10

APPROVAL OF FISCAL YEAR 2025 SECTION 5310 FTA GRANT APPLICATIONS

WHEREAS, the Salem Area Mass Transit District, hereafter referred to as “District,” is a designated recipient of Federal Transit Administration’s (FTA) 49 U.S.C. 5310 (Section 5310) Enhanced Mobility of Seniors and Individuals with Disabilities program; and,

WHEREAS, the District has identified a growing need for public transportation in the Salem-Keizer area, with a focus to connect individuals with employment, education, and vital services. The focus of Section 5310 programs is to provide transportation for seniors and individuals with disabilities where public transportation is insufficient, inappropriate, or unavailable.; and,

WHEREAS, as a result of the review will take action identifying which projects to support for funding; and,

WHEREAS, Table 1 attached to this resolution contains the projects and project costs for projects proposed for funding through the Section 5310 FTA program for Fiscal Year 2025;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SALEM AREA MASS TRANSIT DISTRICT;

THAT, the Board adopt Resolution No. 2025-10 to approve the list of projects and funding amounts identified in Table 1 attached to this resolution; and direct the General Manager to submit a record of the decision by the Board by July 1, 2025 as is required by the FTA.

ADOPTED by the Board of Directors on the 26th day of June 2025, and effective thereupon.

ATTEST:

Kirra Pressey, Clerk of the Board

Maria Hinojos Pressey, Board President

Table 1. STIFAC Recommendation for Funding Section 5310 FTA Projects

Rank	Project	Category	Funding
1	Cherriots Mobility Management Call Center	Traditional	\$206,422
1	Cherriots Shop and Ride Purchased Service	Non-traditional	\$175,276
1	Cherriots Shop and Ride Preventative Maintenance	Traditional	\$ 7,804
		Total:	\$389,502



To: Board of Directors
From: Zachery Leeth, Maintenance Manager
Tom Dietz, Chief Operations Officer
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Purchase of Two (2) 40' Battery Electric Buses.

ISSUE

Shall the Board authorize the General Manager to execute a contract with Gillig for the purchase of two (2) 40' battery electric buses to replace two (2) 40' diesel buses for an amount not to exceed \$3,600,000.

BACKGROUND AND FINDINGS

This project is to support the District's commitment to sustainable public transit by expanding the battery electric bus (BEB) fleet, reducing emissions, and lowering operational costs over time. Currently, the District operates a combination of traditional fuel-based and electric buses, with limited capacity in eco-friendly transportation options. The addition of two (2) new BEBs, funded through the SKATS grant, will advance the transition to a more sustainable fleet, directly benefiting the environment and the community's air quality.

This project aims to close gaps in clean transportation options, address rising fuel costs, and meet regulatory and community-driven sustainability goals. By purchasing and deploying these new BEBs, the District will reduce carbon emissions but also pave the way for future green initiatives in its transit system. Cost estimate anticipated per bus is \$1,442,925. This cost covers complete Original Equipment Manufactured.

The two (2) BEBs will be procured using the Washington State Price Agreement, and under procedures set by the Washington Department of Transportation's Public Transit Division.

Pricing quotes were received from Gillig upon notification of the grant award. In doing so, the District has been protected from an anticipated price increase of 10% for 2025. The current delivery schedule is anticipated to be early 2027.

FINANCIAL IMPACT

Funding for this proposed contract is included in the Capital Projects Budget of the District's FY2026 Budget. Overall vehicle costs are listed in Table 1 below:

TABLE 1

STBGU FLEX TO 5307	Grant Percentage	Match Percentage	Grant Amount	Match Amount	Total
STBGU Flex to 5307	89.73%	10.27%	\$3,230,280	\$369,720	\$3,600,000
GRAND TOTAL					\$3,600,000

RECOMMENDATION

Staff recommends the Board authorize the General Manager to execute a contract with Gillig for the purchase of two (2) 40' battery electric buses for an amount not to exceed \$3,600,000.

PROPOSED MOTION

I move the Board authorize the General Manager to execute a contract with Gillig for the purchase of two (2) 40' (forty-foot) battery electric buses for an amount not to exceed \$3,600,000 (three million, six hundred thousand dollars).



To: Board of Directors
From: Denise LaRue, Chief Financial Officer
Thru: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Adoption of Resolution #2025-11, Amendment of FY2024-2025 Budget

ISSUE

Shall the Board adopt Resolution #2025-11, as presented in Attachment A, amending Resolution #2024-01 (approved June 27, 2024), to transfer funds between appropriated categories in the FY2024-25 Budget?

BACKGROUND AND FINDINGS

In accordance with Oregon State Budget Law, the FY2024-25 Budget was adopted last June at the Division and Fund level.

Throughout the year, Finance staff monitors actual expenditures and estimates the year-end balances to determine if any appropriated Division or Fund will exceed appropriations. Staff currently projects that in the General Fund, the Communication Division will be over budget by \$300,000. The overage is due to additional costs incurred for community engagement. Staff also projects the General Administration Division will be over budget by \$150,000, due mainly to additional employee benefit costs and professional services. The Operations Division in the General Fund is projected to be under budget, allowing the capacity to transfer \$450,000 to provide the needed funds to the Communication Division and the General Administration Division. The combined transfer of \$450,000 is 0.7% of the General Fund budget.

The following table shows the recommended appropriation transfers within the General Fund.

General Fund	Existing Appropriation	Change	Amended Appropriation
General Manager/Board/Sustainability	\$ 1,105,346	\$0	\$ 1,105,346
Deputy General Manager	\$ 1,125,682	\$0	\$ 1,125,682
Human Resources and Labor Relations	\$ 1,488,472	\$0	\$ 1,488,472
Finance	\$ 2,034,003	\$0	\$ 2,034,003
Information Technology & Infrastructure	\$ 2,354,055	\$0	\$ 2,354,055
Communication	\$ 2,105,223	\$ 300,000	\$ 2,405,223
Operations	\$ 31,421,459	(\$ 450,000)	\$30,971,459
Planning & Development	\$ 1,274,805	\$0	\$ 1,274,805
Safety & Security	\$ 2,547,140	\$0	\$ 2,547,140
Unallocated – General Administration	\$ 1,808,432	\$ 150,000	\$ 1,958,432
Transfers	\$ 12,695,138	\$0	\$12,695,138
Contingency	\$ 1,500,000	\$0	\$ 1,500,000
Total Appropriations	\$61,459,755	\$0	\$61,459,755

Per ORS 294.463, appropriations can be transferred within a fund or between funds during the fiscal year by the authorization of the governing body through resolution.

FINANCIAL IMPACT

There is no net increase in total FY2024-25 Budget appropriations with this proposed resolution. The recommended transfer of \$450,000 is from one division to two other divisions within the General Fund.

RECOMMENDATION

Staff recommends the Board adopt Resolution #2025-11 to amend the FY2024-25 Budget by appropriation transfer and authorize the transfer within the General Fund of \$300,000 to the Communications Division and \$150,000 to the General Administration Division from the Operations Division for a total of \$450,000 detailed in this memo.

PROPOSED MOTION

I move that the Board adopt Resolution #2025-11 to amend the FY2024-25 Budget by appropriation transfer and authorize the transfer within the General Fund of \$300,000 (three hundred thousand dollars) to the Communication Division and \$150,000 (one hundred fifty thousand dollars) to the General Administration Division from the Operations Division for a total of \$450,000 (four hundred fifty thousand dollars) as detailed in this memo.



RESOLUTION 2025-11
ADOPTING A FISCAL YEAR 2024-2025 BUDGET AMENDMENT FOR
SALEM AREA MASS TRANSIT DISTRICT

WHEREAS, the Salem Area Mass Transit District, hereafter referred to as “District,” Board of Directors adopted Resolution No. 2024-01 to adopt the Fiscal Year 2025 Budget, making appropriations, and imposing and categorizing taxes;

WHEREAS, ORS 294.463 permits the governing body of a municipal corporation to transfer appropriations within a fund or between funds by resolution if overall appropriations remain the same;

WHEREAS, the Board of Directors has determined that it is necessary to transfer \$450,000 within the General Fund to cover public outreach costs within the Communication Division and employee benefit costs within the General Administration Division.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
SALEM AREA MASS TRANSIT DISTRICT;

THAT, the District Board of Directors adopts Resolution No. 2025-11 to amend the Budget for FY2024-25; and

THAT, the amounts shown below are hereby appropriated as follows, and shall become effective upon adoption of this Resolution;

General Fund	Existing Appropriation	Change	Amended Appropriation
General Manager/Board of Directors/Sustainability	\$1,105,346	\$0	\$1,105,346
Deputy General Manager	\$1,125,682	\$0	\$1,125,682
Human Resources/Labor Relations	\$1,488,472	\$0	\$1,488,472
Finance	\$2,034,003	\$0	\$2,034,003
Information Technology & Infrastructure	\$2,354,055	\$0	\$2,354,055
Communications	\$2,105,223	\$300,000	\$2,405,223
Operations	\$31,421,459	\$(450,000)	\$30,971,459
Planning & Development	\$1,274,805	\$0	\$1,274,805
Safety & Security	\$2,547,140	\$0	\$2,547,140
General Administration	\$1,808,432	\$150,000	\$1,958,432
Transfers	\$12,695,138	\$0	\$12,695,138
Contingency	\$1,500,000	\$0	\$1,500,000
Total Appropriations	\$61,459,755	\$0	\$61,459,755

ADOPTED by the District Board of Directors on the 26th day of June, 2025.

ATTEST:

Kirra Pressey, Clerk of the Board

Maria Hinojos Pressey, Board President

To: Board of Directors
From: Allan Pollock, General Manager
Date: June 26, 2025
Subject: Board Member Committee Report

ISSUE

Shall the Board report on their activities and committee assignments as representatives of Salem Area Mass Transit District?

BACKGROUND AND FINDINGS

Board members are appointed to local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises on behalf of the District. Board members may take this opportunity to report committee updates or on any meetings or items of note relating to District business.

Subdistrict:	Board Member:	Committee:
1	Joaquín Lara Midkiff	West Salem Business Association
2	Director Navarro	State Transportation Improvement Fund Advisory Committee (STIFAC)
3	Director Carney	Salem-Keizer Area Transportation Study (SKATS) Legislative Committee
4	Director Hinojos Pressey	
5	Director Davidson	FY27 Service Enhancement Committee Mid-Willamette Valley Council of Governments (MWVCOG)
6	Director Duncan	Diversity, Equity, and Inclusion Committee Mid-Willamette Area Commission on Transportation (MWACT)
7	Director Holmstrom	Community Advisory Committee MWVCOG Regional Rail Advisory Board

FINANCIAL IMPACT

None.

RECOMMENDATION

For informational only.

PROPOSED MOTION

None.