

Salem Area Mass Transit District
Board of Directors
~ WORK SESSION ~
Thursday, September 22, 2022 at 5:30 PM

For community members who want to stay informed, this meeting is open to the public in the Senator Hearing Room at Courthouse Square - 555 Court Street NE, Salem, Oregon 97301

Or watch the meeting from home, click on the ZoomGov Meeting URL below:

<https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZIV1BUM3QvWEU3bnplbHYzZz09>

- **Meeting ID:** 160 519 4427 | **Passcode:** 512136

- **One tap mobile**

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Dial by your location (Find your local number: <https://cherriots-org.zoomgov.com/u/adUCSNFFL>)

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UPDATED AGENDA

1. CALL TO ORDER

Announcements

2. PRESENTATION - None

3. DISCUSSION

- a. Update on Battery Electric Bus Project **3**
- b. 2023-25 STIF Plan Discussion
- c. GM Performance Evaluation Process **DELETE**

4. GENERAL MANAGER COMMENTS

- a. Upcoming Board Agenda Items **5**
- b. Board Calendar Review **7**

5. ADJOURN

Mission

Connecting people with places
through safe, friendly, and reliable public transportation services

Values

Safety – Service Excellence – Communication – Innovation – Accountability

Virtual Meetings: The Board's work sessions are public meetings in a place that is ADA accessible. The Work Session is not broadcast on Comcast Channel 21 but can be viewed live on ZoomGov. The meeting I.D. and password are provided in the agenda.

Closed Captioning (CC): ZoomGov's live streaming platform includes Closed Captioning (CC) to allow for greater audience inclusion in the meeting. The not so good thing about Closed Captioning (CC) is that it does not always translate well.

Alternate Formats are available to individuals who require translation or other interpretive service. Requests can be made to the Clerk of the Board with at least a 48 hour notice. Call by phone at 503-588-2424 ext. 7535; or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

Electronic Copies of the Board's work session agenda packet is distributed 6-7 days prior to the meeting, and can be found on the Cherriots website under <https://www.cherriots.org/meetings/>.

Email Distribution List: If you wish to be added to the Board's meeting distribution list, please send your email address to the Clerk of the Board at publictestimony@cherriots.org.

Reuniones virtuales: Las sesiones de trabajo de la Junta son reuniones públicas en un lugar accesible según la ADA. La sesión de trabajo no se transmite en el canal 21 de Comcast, pero se puede ver en vivo en ZoomGov. La reunión I.D. y la contraseña se proporcionan en la agenda.

Subtítulos (CC): la plataforma de transmisión en vivo de ZoomGov incluye subtítulos (CC) para permitir una mayor inclusión de la audiencia en la reunión. Lo no tan bueno de los subtítulos (CC) es que no siempre se traduce bien.

Los formatos alternativos están disponibles para las personas que requieren traducción u otro servicio de interpretación. Las solicitudes se pueden hacer al Secretario de la Junta con al menos un aviso de 48 horas. Llame por teléfono al 503-588-2424 ext. 7535; o con la asistencia de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). El horario de atención de la administración de Cherriots es de lunes a viernes de 8:00 a. m. a 5:00 p. m.

Se distribuyen copias electrónicas del paquete de la agenda de la sesión de trabajo de la Junta de 6 a 7 días antes de la reunión, y se pueden encontrar en el sitio web de Cherriots en Reuniones públicas y avisos: <https://www.cherriots.org/meetings/>.

Lista de distribución de correo electrónico: si desea que se le agregue a la lista de distribución de reuniones de la Junta, envíe su dirección de correo electrónico al Secretario de la Junta a publictestimony@cherriots.org.



Cherriots BEB Project

Status Update September 2022



Grant Opportunities

2020 and 2021 Lo/No Awards

- 2020 - 5 BEBs, Del Webb Chargers and Infrastructure
- 2021 - 5 BEBs, Del Webb Chargers, KTC Chargers and Infrastructure



What has been done so far

- All 10 buses have been ordered
- Additional bus charging equipment added
- 2 Contracts with CTE
- Project NEPA completed
- Del Webb ChargePoint Chargers ordered
- Del Webb Switchgear ordered
- KTC Momentum Dynamics Chargers ordered
- KTC Switchgear and equipment ordered



What is in progress

- Procuring a 3rd Momentum Dynamics Charger
- Final Fleet Partner agreement with PGE
- RFP for Del Webb construction has been released
- Contract with Salem Electric



What is still pending

- 1st 5 buses battery lease
- Contract for Del Webb construction
- Hardware arrival
- Bus Delivery
- PGE to complete KTC construction



Project timeline

- All buses due to be delivered March 2023
- Momentum Dynamics chargers for KTC arrive October 2022
- KTC construction begins January 2023, Finishes March 2023
- ChargePoint charger arrive January 2023
- Del Webb construction (first part) starts January 2023 ends March 2023 (The switchgear has up to a 52 week lead-time) causing the vendor to install this equipment when it arrives. This could be up to August of 2023.
- Construction at KTC appears to be on track to align closely with bus delivery.



Questions?



Upcoming Work Session and Board Meeting Agenda Items

September 13, 2022

<p>To Be Scheduled</p> <ul style="list-style-type: none"> • WS: Infineum Project (TD) • BSIP Group #5 and #6 (SD) • Project Management Services Contract (SD) 	<ul style="list-style-type: none"> • Architectural Services Contract (SD) • Annual Transit Asset Management Plan (DT) • Fare Ordinance/Title VI-EPS & Youth Fare (DT)
<p>October 27, 2022 Packets due to GM office: October 13</p> <p>Work Session</p> <ul style="list-style-type: none"> • Review Board Priorities (AP) • Triennial Review Briefing (DL) <p>Board Meeting</p> <ul style="list-style-type: none"> • CC: Approval of FY 2024 Budget Calendar (DL) • CC: Award of Contract for Insurance Broker Services (CC) • Award of Contract for NEPA Design & Engineering for SSTCMH (SD) • Award of Contract for Demand-Response Software (TD) • FY 2022 Performance Report (DT) • Strategic Plan Quarterly Report (AP) 	
<p>November 17, 2022 (3rd Thursday) Packets due to GM office: November 3</p> <p>Reception for outgoing Board Clerk</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • Award of Contract for Legislative Advocacy Services (AP) • Award of Contract for Engineering Services (SD) • Award of Contract for Security Services (DT) • Approval of 2023-25 PTSP and QE STIF Application (DT/SD) • Annual PTASP Update (DT) • Service Change Briefing for January 2023 • Q1 Reports: Finance, Performance 	
<p>December 15, 2022 Packets due to GM office: December 1</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • CC: Advisory Committee Appointments (DT/SD) • CC: Budget Committee Appointments (AP) • Advisory Committee Chair/Vice-Chair Appointments (DT/SD) 	
<p>January 26, 2023 Packets due to GM office: January 12</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Adoption of 2023 Federal and State Legislative Agendas (AP) 	

- Strategic Plan Quarterly Report (AP)

February 23, 2023

Packets due to GM office: February 9

Work Session

-

Board Meeting

- Q2 Reports: Finance, Performance

March 23, 2023

Packets due to GM office: March 9

Work Session

-

Board Meeting

- Service Change Briefing for May 2023 (DT)

April XX, 2023

Packets due to GM office: April XX

Work Session

-

Board Meeting

- Strategic Plan Quarterly Report (AP)

May XX, 2023

Packets due to GM office: May XX

Work Session

-

Board Meeting

- Consent: Adopt FY 2024 Board Meeting Schedule (AP)
- Q3 Reports: Finance, Performance

June XX, 2023

Packets due to GM office: June XX

Work Session

-

Board Meeting

- Consent: Approval of FY 2024 United Way Donation (AP)
- Budget Hearing
- Adopt Resolution No. 2023-XX to Adopt FY

July X, 2023

Packets due to GM office: July X

Work Session

-

Board Meeting

- Election of Officers and Oath of Office (odd # years) (AP)
- CC: Acceptance of the Preliminary FY 2023 Financial Report (DL)
- Service Change Briefing for September 2023 (DT)
- Strategic Plan Quarterly Report (AP)

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<p>February 23, 2023 Packets due to GM office: February 9</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Q2 Reports: Finance, Performance, Transportation Options
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<p>May XX, 2023 Packets due to GM office: May XX</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Consent: Adopt FY 2024 Board Meeting Schedule (AP) • Q3 Reports: Finance, Performance, Transportation Options
<p>June XX, 2023 Packets due to GM office: June XX</p> <p>Work Session / Reception [Outgoing Board Members, if any]</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Consent: Approval of FY 2024 United Way Donation (AP) • Budget Hearing • Adopt Resolution No. 2023-XX to Adopt FY2024 Budget
<p>July X, 2023 Packets due to GM office: July X</p> <p>Executive Session</p> <ul style="list-style-type: none"> • <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Election of Officers and Oath of Office (odd # years) (AP) • CC: Acceptance of the Preliminary FY 2023 Financial Report (DL) • Service Change Briefing for September 2023 (DT)