



Salem Area Mass Transit District  
**Budget Committee Meeting**  
May 2, 2023

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Salem Area Mass Transit District  
**Budget Committee Meeting Minutes**

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301  
**May 2, 2023**

**Attendees:**

Members: Chair Kathy Lincoln, Vice-Chair Nick Fortey, and Members Andrew Hickey, Ashley Carson Cottingham (@ 1815 - Virtual), Bill Holmstrom, Carl Garner, Ian Davidson, Maria Hinojos Pressey, Marie Greene (Virtual), Ramiro Navarro Jr. (Virtual), Sadie Carney, Sara Duncan, and Sheronne Blasi (Virtual).

Staff: General Manager Allan Pollock, Deputy General Manager David Trimble, CHRO Christina Conner, CFO Denise LaRue, CCO Patricia Feeny, COO Tom Dietz, Contracted Services Manager Ben Sawyer, Service Planning Manager Chris French, Contract/Procurement Manager Dan Knauss, Transportation Manager Don Clifford (Virtual), Controller Dorrene Edwards, Maintenance Manager Gregg Thompson (Virtual), Capital and Project Control Manager Melissa Kidd, Grants Administrator Peggy Greene, Business Services Manager Tim Reedy, and Executive Assistant Kirra Pressey.

Guest: None

**I. CALL TO ORDER**

- A. Member Kathy Lincoln called the meeting to order at 6:00 PM
- B. Attendance was noted and a quorum was present.

**II. ELECTION OF OFFICERS**

**A. Chair**

Member Ian Davidson nominated Member Kathy Lincoln as Budget Committee Chair. No other nominations were noted.

Motion:	<b>Elect Member Kathy Lincoln as Budget Committee Chair.</b>
Motion By:	<b>Member Ian Davidson</b>
Second:	<b>Member Sadie Carney</b>
Vote:	<b>Motion Passed Unanimously</b>

**B. Vice-Chair**

Member Bill Holmstrom nominated Member Nick Fortey as Budget Committee Vice-Chair. No other nominations were noted.

Motion:	<b>Elect Member Nick Fortey as Budget Committee Vice-Chair.</b>
Motion By:	<b>Member Bill Holmstrom</b>
Second:	<b>Chair Kathy Lincoln</b>
Vote:	<b>Motion Passed Unanimously</b>

### III. ANNOUNCEMENTS

Chair Lincoln asked members of the Budget Committee and Cherriots Staff to introduce themselves.

### IV. BUDGET MESSAGE

Presenter: General Manager Allan Pollock

Proposed Budget: Pg. 11-33

GM Pollock provided a brief overview of FY2023 projects, success outcomes, and challenges. He also discussed upcoming projects and staffing changes set to take place in FY2024 with the approval of the proposed budget.

### V. PUBLIC COMMENTS - None

### VI. DISCUSSION OF THE PROPOSED FY2024 BUDGET

#### A. Total Resources and Requirements

Presenter: CFO Denise LaRue

Proposed Budget: Pg. 38-44

Prior to the discussion on Total Resources and Requirements, CFO LaRue provided the three methods in which Salem Area Mass Transit District (SAMTD) can achieve a balanced budget. She then presented the District wide revenues, resources, expenses, and requirements. CFO LaRue introduced Maintenance Manager Gregg Thompson who discussed fuel cost and forecasting.

#### B. General Fund

Presenter: CFO Denise LaRue

Proposed Budget: Pg. 45-52

CFO LaRue presented the General Fund revenues, resources, expenses, and requirements. She gave additional insight on the top 80% of expenditures. Deputy GM Trimble provided clarification on the Safety and Wellness budget.

#### C. Transportation Programs Fund

Presenter: CFO Denise LaRue

Proposed Budget: Pg. 53-60

CFO LaRue provided an overview of programs included within the Transportation Programs Fund. Additional insight was again provided for the top 82% of expenditures. Contracted Services Manager Ben Sawyer provided clarification on the decrease seen in the allocation for Contract Transportation in the FY24 proposed budget vs FY23 Adopted Budget.

**D. Capital Project Fund**

Presenter: CFO Denise LaRue

Proposed Budget: Pg. 61-67

CFO LaRue discussed some of the larger Capital Projects along with the associated cost. GM Pollock provided clarification on the cost associated with the South Salem Transit Center while Deputy GM Trimble provided clarification on the TSP Project cost.

**VII. ACTION**

A. Approve the proposed budget for the 2023-24 fiscal year.

Motion: **Approve the proposed budget for the 2023-24 fiscal year in the amount of \$133,854,681; 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 Maria Hinojos Pressey**

Second: **Member Carl Garner**


Vote: **Motion Passed Unanimously (13)**

**VIII. OTHER BUSINESS – None**

**IX. ADJOURN**

Chair Lincoln adjourned the meeting at 8:04 P.M.

**Respectfully Submitted**

  
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Kathy Lincoln, Chair