



Adopted Budget **2014-2015**

As adopted by the Board of Directors on June 26, 2014

Salem Area Mass Transit District

FY 2014-15 Budget

SALEM AREA MASS TRANSIT DISTRICT
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Cherriots

SALEM-KEIZER TRANSIT



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May 15, 2014

To: Salem Area Mass Transit District Budget Committee
From: Allan Pollock, General Manager
Subject: **BUDGET MESSAGE, PROPOSED FY 2014-15 BUDGET**

I am very pleased to present the proposed FY2014-15 budget for your review and consideration. The proposed FY2014-15 budget maintains core service levels for all programs. It also continues our efforts to support the six strategic pillars of the District's strategic plan.

The six pillars are:

- Provide an Exceptional Transportation Experience
- Ensure Organization Viability
- Partner with the Community
- Improve and Promote Environmental Sustainability
- Be an Employer of Choice
- Improve Connectivity

Each year the District publishes a work plan that establishes objectives focused on achieving the goals of the strategic pillars. This year the District will focus on three major strategic initiatives. These initiatives were derived initially from an employee engagement survey followed by a series of all employee meetings held during in-service training and the results of our community outreach and survey work this past year. The initiatives focus on customers, employees, and the

community with a heavy emphasis on improving organizational culture. The initiatives are multi-year programs that will integrate a new way of doing business.

The three strategic initiatives are:

- Establish a service excellence culture
- Create a “safety first” mindset
- Implement an education campaign

During the employee meetings I asked a series of questions to identify barriers to making us a great organization and to rank our organizational values. These three strategic initiatives clearly rose to the top of those conversations. Below I will describe in more detail the intent of these initiatives.

Establish a Service Excellence Culture

The intent of this strategic initiative is to create an organizational philosophy on how we view our organizational, team, and individual roles. It was clear the desire was about more than improving customer service, but about how we work with each other to provide customer service and conduct District business. Whether that is internal, with community groups, or customers it is about our behavior and actions while accomplishing our mission.

The proposed budget includes funds to research and hire an organizational development firm to work with the District in creating a culture of service excellence as a way of doing business. It is my intent to bring on a firm that will work with us in identifying what a culture of service excellence should look like and train us to integrate our behaviors and practices so that it becomes the normal way of doing business.

Create a Safety First Mindset

The intent of this strategic initiative is to create a “Safety First” culture in all that we do. It was clearly the most important value when I polled the employees. This value is so important we have included it in our mission statement. Operations staff has been researching potential organizations that specialize in safety leadership and management to assist us in integrating additional safety behaviors, practices, and programs into the organization.

Education Campaign

The third initiative is to initiate a comprehensive education campaign to educate our riders, the community, and our employees. Each of these audiences has similar yet different messages we need to communicate. It was clear that people felt that the community did not understand what the District does from how we are funded, to the services we provide, to how we enhance community livability. People also felt that our riders need education on how to ride the bus, read a schedule, fare options, where we go, etc. and that our employees need to better understand all the differing roles and jobs that are done at the District.

The proposed budget allocates resources to create a marketing plan as well as a community relations plan. These plans will include elements of education so that we can reach out to these audiences to tell our story.

During the in-service meetings it was clear that if we focused our efforts on these three initiatives we will break through the barriers holding us back from success. While we have differing levels of effectiveness right now in each initiative there is room to improve.

Other work plan objectives to be accomplished this fiscal year include:

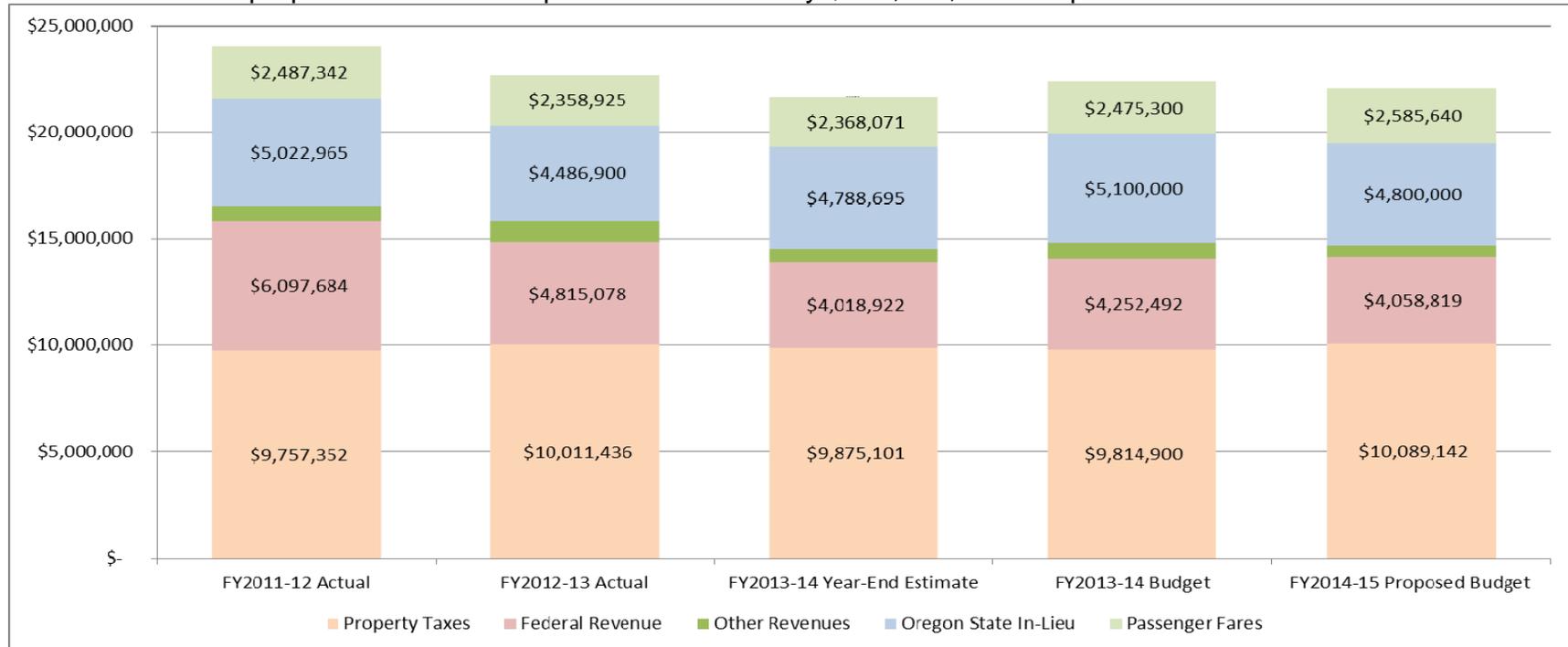
- Implementing a new service plan based on the results of the comprehensive service analysis and long range regional transit plan
- conduct a fare review
- Review the District's retirement programs
- Develop and adopt Board fiscal policies
- Increase community outreach through the Citizens Advisory Committee and community partnerships
- Complete the site selection process for the South Salem Transit Center
- Complete the audit requirements for the APTA Sustainability Commitment
- Conduct a feasibility study for an ADA eligibility assessment center

The proposed FY2014-15 budget is a status quo budget and continues to meet our commitment of maintaining service levels established in FY 2008-09. I would like to thank the Finance staff for preparing the budget document, especially Jared Isaksen. I believe you will find a clear and concise budget document depicting the financial picture of the District.

General Fund

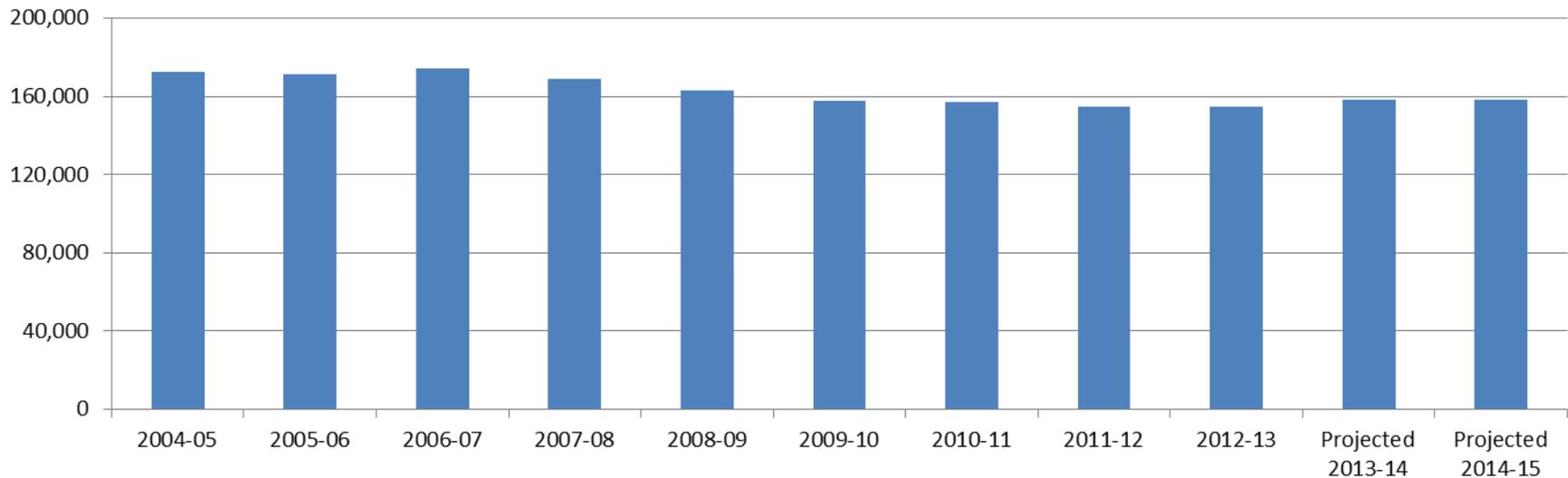
The proposed FY2014-15 budget includes total operating resources of \$22 million, a decrease of \$320,000, about a 1 percent decrease overall from current year. Property taxes are the largest source of District revenue and represents 46 percent of operating resources. Property taxes are expected to increase by \$274,000 in FY2014-15, about 3 percent. The second largest source is the Oregon State In-Lieu resource and it represents about 22 percent of operating resources. The Oregon State In-Lieu is expected to decrease by 6 percent or \$300,000.

In FY2014-15 we expect to receive about \$5.8 million from the Urbanized Area Formula program. Of that amount, \$3.8 million is intended for operations with the remainder going to the capital fund and special transportation fund for CherryLift operations. This source is often referred to as 5307 money. Passenger fares represent about 12 percent of operating resources and the proposed amount is expected to increase by \$110,000, about 4 percent.



The proposed FY2014-15 budget for the General Fund maintains current annual revenue hours of approximately 158,000. This is the sixth year of achieving our commitment to maintain service levels after implementing the service redesign in 2009.

Annual Vehicle Revenue Hours



Personnel services in the proposed FY2014-15 budget for the General Fund are expected to increase by about \$877,000, about 5 percent, to about \$18.1 million. Personnel services include wages, payroll taxes, insurance benefits and retirement benefits. In the proposed budget medical insurance is expected to increase by 15 percent in FY2014-15.

The District provides retirement benefits through two single-employer defined benefit pension plans. The defined benefit plans provide retirement benefits to eligible full-time bargaining and non-bargaining employees. District contributions for retirement are determined from an actuarial study completed every other year. For FY2014-15 we are maintaining the current rate that the actuarial study recommended for FY 2013-14. The actuarial study recommended rate for bargaining unit employees is 22.4 percent and for the non-bargaining employees the defined benefit plan rate is 14.7 percent and

there is no increase to the 10 percent contribution for the non-bargaining defined contribution plan. We are awaiting the actuarial study for the fiscal year ended June 30, 2013.

One significant change for retirement benefits that we incorporated this current year and will include in the proposed year and beyond is to pay our contribution rate quarterly. The District used to pay the defined benefit contribution each November following the end of the fiscal year when the District receives the majority of its property taxes.

The retiree medical benefit is paid on a pay-as-you-go basis that is the cost of the retiree's medical insurance recognized when it is paid not when it is earned. For employees with at least fifteen years of service the District contributes toward the cost of the medical/vision/prescription insurance program for the retiree until they qualify for Medicare.

Proposed New Positions

The proposed General Fund budget includes a request for two new positions and one reclassification. The new positions include an Operations Training Coordinator and a part-time Receptionist. Currently we perform operations training as an additional duty to the operations supervisor group. Over the last several years as more and more of our transit operator workforce reaches retirement age we are seeing a growth in new operator training. The ability to establish a full-time trainer will allow us to organize the Districts operations training program, create some continuity in the training, conduct consistent refresher training, and directly oversee and supervise the transit operator instructors.

The part-time receptionist will assist in receptionist duties; provide administrative support to marketing and communications and finance and to other departments for special projects.

The proposed reclassification is for the security coordinator position. With the new guidelines and initiatives of MAP-21 the ability to provide a safe and secure transit system is being heightened. The security coordinator is tasked for creating emergency management practices; provide security oversight of our contracted security services, our contract with Salem Police and multiple facilities (transit mall, KTC, Del Webb).

The current labor agreement between the District and the Amalgamated Transit Union (ATU) Local 757 ATU is set to expire on June 30, 2014. The District and ATU are in the process of negotiating a new agreement.

Materials and services are expected to increase by about \$377,000 to \$5.5 million in the proposed FY2014-15 budget. This is a 7 percent increase mainly due to an increase in the proposed amount for parts, equipment and tools for maintaining the fleet.

The FY2014-15 beginning working capital is expected to be over \$12.8 million. The difference between operating resources and operating requirements is about \$1.6 million. The proposed transfers from the General Fund to the Special Transportation Fund and Capital Fund total \$2 million. The proposed budget also includes a contingency amount of \$1.5 million and would leave ending working capital of \$7.7 million. The ending working capital equation is shown below:

Beginning Working Capital	\$ 12,813,353
Operating Revenues/Resources less Operating Expenditures/Requirements	(1,602,297)
Transfers to Other Funds Total	(2,029,514)
Contingency	(1,500,000)
<u>Ending Working Capital</u>	<u>\$ 7,681,542</u>

Special Transportation Fund

The Special Transportation Fund provides for services provided by the District that are outside of the scope of the Cherrlots fixed route service. These services include the CherryLift ADA paratransit service, Chemeketa Area Regional Transportation System (CARTS), RED Line, Cherrlots Rideshare, Special Transportation Coordination, Mobility Management, Call Center and DMAP.

The funding sources for these programs include fares and federal and state grants. Overall the proposed Special Transportation Fund resources are expected to increase by 16 percent over FY2013-14. The major drivers behind this increase are an approximate \$715,000 increase in State STF funds for CherryLift and CARTS operations and an increase of about \$1 million in DMAP revenue.

In the past the Federal 5307 funds for preventative maintenance were recorded in the General Fund and a transfer was made to CherryLift to cover the expenses. The District is reimbursed 100 percent for DMAP expenses. The increase in DMAP revenue is based on the expected increases in contract expenses.

Overall the Special Transportation Fund requirements are expected to increase by 13 percent over the FY2013-14 budget. The largest of these increases is \$1.2 million for Contracted transportation services. The increase is largely based on actual results that more closely aligns the budget to that experience.

The proposed budget for the Special Transportation fund provides for:

- CherryLift - our origin-to-destination transportation service for people whose disability prevents them from being able to use Cherriots.
- RED LINE - a shopper shuttle and dial-a-ride service for seniors and people with disabilities.
- CARTS - the Chemeketa Area Regional Transportation System (CARTS) bus system provides weekday service to rural Marion and Polk counties.
- DMAP - brokered Non-Emergency Medical Transportation for Medicaid and Oregon Health Plan Plus recipients in Marion, Polk, and Yamhill Counties.
- TripLink Call Center - reservation and scheduling center for all CherryLift, RED LINE, and DMAP rides.
- Mobility Management/Travel Trainer - eligibility determination and coordination of travel training and special transportation options.
- Special Transportation Coordination - coordination and administration of the Federal and State funds for the transportation of the elderly and disabled.
- Cherriots Rideshare – The District’s transportation demand management program focused on carpools, vanpools, and other modes such as bicycle and pedestrian.

Proposed New Positions

The proposed Special transportation Fund budget includes two personnel changes, a request for reclassification of the Contracted Transportation Supervisor to Contracted Transportation Manager. As a result of reorganization and the implementation of the Coordinated Care Organizations supervisory responsibility of this position has increased. This person now supervises the Medical Transportation Administrator and the Mobility Coordinator.

The second proposed reclassification is an upgrade to the Rideshare Assistant position to Rideshare Representative. This request is to better reflect the duties of the position which has advanced beyond the original intent. This position is regularly working with outside organizations and meeting with community representatives to promote the Cherriots Rideshare program.

Capital Projects Fund

The District leverages federal and state funding with local sources to maintain and expand our capital assets. For the proposed FY2014-15 budget major projects include:

- Site selection for the South Salem Transit Center
- Bus Stops and Shelter Improvement Project
- ADA Assessment Center
- Fleet replacement
- Keizer Transit Center improvements

One notable project that does not show up on this year's capital project list is the remediation of Courthouse Square and Transit Mall. This significant project was completed in FY 2013-14 however, the revenue derived from the legislatively approved lottery backed bonds will not be received until FY 2014-15. The budget for FY 2014-15 does not show this transaction as the revenue was recognized in FY 2013-14. It is anticipated the District will receive this revenue in the 3rd quarter of FY 2014-15.

Summary

The FY2014-15 proposed budget provides the resources to maintain existing service levels, fund critical capital projects, and continue projects and programs in support of the District strategic plan.

The District has achieved its goal of maintaining the service levels implemented in 2009 for at least five years. FY 2014-15 will make it six years without reducing service. This is even more notable now that we have been able to accomplish that goal and remediate Courthouse Square and the Transit Mall. While a great accomplishment it is now time to close this chapter.

It is now time to focus on growth. We have established the building blocks of growth. The comprehensive service analysis, the PSU study project, and long range regional transit plan have identified a comprehensive service plan focused under a new service level policy of committing 75% of our resources on efficiency and 25% on coverage. This plan reinforces the use of frequent service on major corridors supplemented by connectors and circulators (fixed route and deviated route). We have identified potential options to fund expansion. Now is the time to reach out and hold those community conversations.

Thank you for your commitment to public transit in our community. I believe this proposed budget provides the resources for the District to achieve the ambitious strategic initiatives identified in this budget message of service excellence, safety, and education. I strongly encourage you to approve this budget as proposed.

Cherriots

SALEM-KEIZER TRANSIT



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RESOLUTION #2014-07

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit District hereby adopts the budget for the fiscal year 2014-2015 in the total of \$63,992,239 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, 2014, and for the purposes shown below are hereby appropriated:

General Fund		Special Transportation Fund	
Personnel Services.....	\$18,140,690	Personnel Services.....	\$1,347,481
Materials & Services.....	\$5,525,608	Materials & Services.....	\$14,222,801
Capital Outlay.....	\$0	Capital Outlay.....	\$0
Transfers.....	\$2,029,514	Transfers.....	\$533,732
Contingency.....	\$1,500,000	Total.....	\$16,104,014
Total.....	\$27,195,812		
Capital Project Fund			
Personnel Services.....	\$224,914		
Materials & Services.....	\$44,700		
Capital Outlay.....	\$6,163,634		
Transfers.....	\$0		
Total.....	\$6,433,248		
Total Appropriations, All Funds		\$49,733,074	
Total Unappropriated and Reserve Amounts, All Funds		\$14,259,165	
TOTAL ADOPTED BUDGET		\$63,992,239	

RESOLUTION #2014-07

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit 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 tax year 2014-2015 upon assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitation

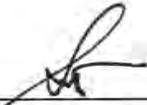
Excluded from Limitation

Permanent Rate Tax.....\$.7609/\$1,000

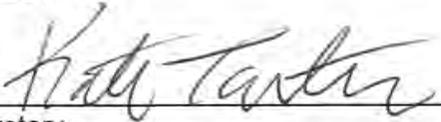
\$0.00

The above resolution statements were approved and declared adopted on this 26th day of June 2014.

ATTEST:

X 

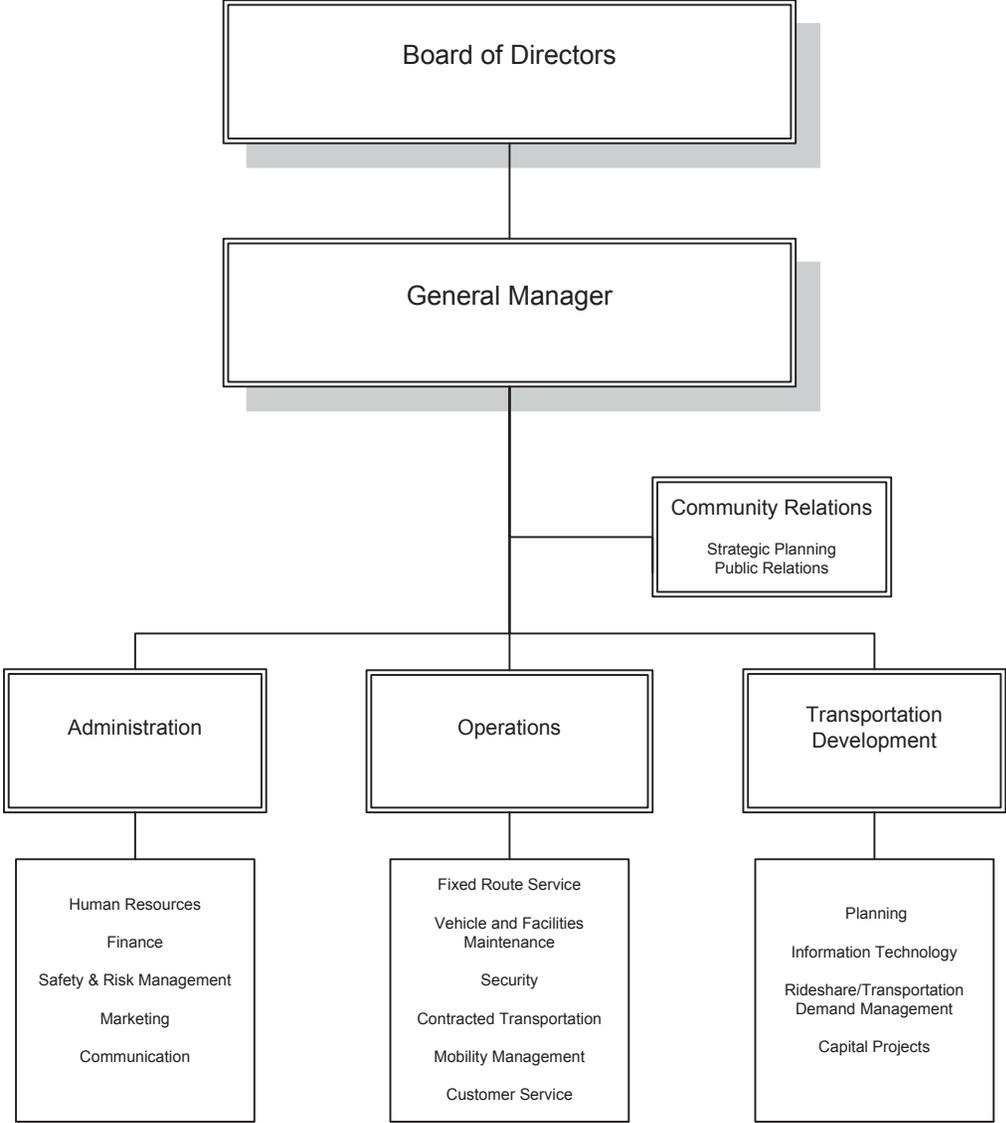
President
Board of Directors

X 

Secretary
Board of Directors

SALEM AREA MASS TRANSIT DISTRICT

DISTRICT-WIDE ORGANIZATIONAL CHART



Revenues/Resources and Expenses/Requirements - All Funds

Revenue/Resource Definitions

Passenger Fares – funds collected from passengers.

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 through the State for the purpose of assisting private nonprofit groups in meeting transportation needs of the elderly and persons with disabilities.

Federal 5311 Funds – Formula funding passed through the State for funding capital, operating, and administrative expenses for public transportation projects that meet the needs of rural communities.

Federal 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 JARC – Federal 5316 Job Access Reverse Commute (JARC) funds used for capital, planning and operating expenses for projects that transport low income individuals to and from jobs and activities related to employment, and for reverse commute projects.

Federal New Freedom Funds – New Freedom Formula 5317 Funds used for capital and operating expenses for improvements to address the transportation needs of persons with disabilities that go beyond those required by the Americans with Disabilities Act (ADA).

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

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

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

Federal OR-90 X144 – FY06 Surface Transportation Program-U (STP) funds transferred from Federal Highway Administration (FHWA) to Federal Transit Administration (FTA) for a location study for a new transit station in Keizer, Oregon.

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

DMAP Revenues – Federal funds passed through the State of Oregon Department of Human Services for non-emergency medical transportation for Medicaid and Oregon Health Plan Plus recipients.

Flex Funds – Discretionary Funding for the acquisition of buses for fleet/service expansion and bus related facilities such as maintenance facilities, transfer facilities, terminals, computers, garage equipment, bus rebuilds, and passenger shelters.

Federal ARRA Funds – 2009 ARRA formula funds used for transit centers operating assistance, transit

Revenue/Resource Definitions

enhancement mall pavers, ADA paratransit vehicles, fareboxes, and Automatic Data Processing Software .

Federal 5309 Funds – Discretionary Funding for the acquisition of buses for fleet/service expansion and bus related facilities such as maintenance facilities, transfer facilities, terminals, computers, garage equipment, bus rebuilds, and passenger shelters.

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.

DMAP Reimbursement – Lease assessment to the DMAP program the spaced used by the program.

Lottery Backed Bonds Grant – Grant received from the Oregon Department of Transportation for the Courthouse Square Remediation project

Connect Oregon Funds – Funding authorized through Oregon Legislature lottery-backed bonds for transportation projects. Funded projects included the Rickreall Park & Ride and Keizer Transit Center.

STF Pass Through Funds – Special Transportation Funds are State funds administered by the District and awarded to other agencies.

State STF Funds – Special Transportation Funds are formula and discretionary funding through the State for support of transportation services for people who are senior and people with disabilities of any age.

Advertising – Funds received from selling ad space on buses.

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

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

Oregon State In-Lieu – Funds received from the State in lieu of the State paying property taxes on State owned property

Interest on Investments – Interest received from our cash deposits with the Oregon State Treasury's Local Government Investment Pool. The current interest rate in the pool is .54%.

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.

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

District Wide Revenues/Resources and Expenses/Requirements Summary		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	2,928,514	2,793,237	2,781,950	2,901,150	3,016,090	114,940	4%	2
3	Federal Direct 5310 Funds	-	-	137,156	188,882	312,689	123,807	66%	3
4	Federal 5310 Funds Through State	1,104,495	1,437,411	919,127	892,405	774,911	(117,494)	-13%	4
5	Federal 5310 Pass Through Funds	-	4,190	2,745	42,798	116,935	74,137	173%	5
6	Federal 5311 Funds	303,978	215,808	264,718	331,050	331,050	-	0%	6
7	Federal Planning Grant	94,499	98,930	134,136	98,930	133,726	34,796	35%	7
8	Federal JARC	225,000	254,702	53,047	24,236	-	(24,236)	-100%	8
9	Federal New Freedom Funds	-	20,050	-	252,820	245,511	(7,309)	-3%	9
10	DD53 Revenues	2,188,072	2,824,099	2,910,522	2,715,655	3,116,622	400,967	15%	10
11	FTA 5339 Funds	-	-	-	100,000	-	(100,000)	-100%	11
12	Federal 5307	4,887,303	5,339,741	5,028,590	5,072,941	5,850,750	777,809	15%	12
13	FEDERAL OR-90 X144	71,549	-	-	-	-	-		13
14	Federal STP Funds	1,380,810	17,020	-	980,000	940,976	(39,024)	-4%	14
15	DMAP Revenues	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	15
16	Flex Funds	-	-	-	1,879,400	2,581,935	702,535	37%	16
17	Federal ARRA Funds	52,998	2,394,186	55,510	50,000	-	(50,000)	-100%	17
18	Federal 5309 Funds	196,572	1,927,153	376,726	1,056,900	2,797,581	1,740,681	165%	18
19	Rideshare Grant	255,393	240,698	239,534	260,000	214,325	(45,675)	-18%	19
20	TDM Grant	-	-	40,047	-	174,138	174,138		20
21	DMAP Reimbursement	635,489	63,710	56,224	65,000	64,000	(1,000)	-2%	21
22	Lottery Backed Bonds Grant	-	-	3,500,000	-	-	-		22
23	Connect Oregon Funds	726,420	247,225	-	-	-	-		23
24	STF Pass Through Funds	75,982	87,604	78,279	72,916	144,916	72,000	99%	24
25	State STF Funds	640,990	640,808	450,151	588,026	1,303,802	715,776	122%	25
26	Advertising	235,000	240,000	40,335	245,000	-	(245,000)	-100%	26
27	Miscellaneous	347,876	4,270,860	262,438	305,000	348,400	43,400	14%	27
28	Property Taxes	9,757,352	10,011,436	9,875,101	9,814,900	10,089,142	274,242	3%	28
29	Oregon State In-Lieu	5,022,965	4,486,900	4,788,695	5,100,000	4,800,000	(300,000)	-6%	29
30	Interest on Investments	57,409	65,672	45,991	40,000	40,000	-	0%	30
31	BETC Program Tax Credit	56,898	-	-	-	-	-		31
32	Energy Tax Credit	-	277,375	275,000	150,000	140,000	(10,000)	-7%	32
33	Transfers In	4,127,617	2,190,421	1,830,228	2,811,747	2,563,246	(248,501)	-9%	33
34	Operating Revenues/Resources Total	40,858,609	46,008,208	40,684,177	42,445,714	47,546,904	5,101,190	12%	34

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

District Wide Revenues/Resources and Expenses/Requirements Summary		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
35	Operating Expenses/Requirements								35
36	Personnel services	15,715,507	16,130,831	16,230,949	18,324,632	19,713,085	1,388,453	8%	36
37	Materials and Services								37
38	Software Licensing and Annual Maintenance	-	63,654	170,000	173,850	210,008	36,158	21%	38
39	Advertising Fees	167,532	32,476	23,633	52,500	71,298	18,798	36%	39
40	Other Professional & Technical	498,710	1,044,209	913,187	1,089,910	1,406,550	316,640	29%	40
41	Temporary Help	8,755	-	-	-	-	-		41
42	Contract Maintenance Services	192,249	109,028	156,769	165,030	121,024	(44,006)	-27%	42
43	Brokerage Contract	708,656	731,880	844,299	720,500	776,911	56,411	8%	43
44	Towing & collision repairs	270	1,264	2,598	3,500	3,750	250	7%	44
45	Legal Services	253,789	118,184	31,765	171,000	121,000	(50,000)	-29%	45
46	Radio Charges	-	36,059	37,000	37,000	37,000	-	0%	46
47	Other Services	136,300	53,717	37,539	95,692	134,136	38,444	40%	47
48	Fuel-Cars & Other	673,919	681,244	720,481	818,550	838,500	19,950	2%	48
49	Fuel-Diesel	744,593	712,982	716,184	860,000	805,500	(54,500)	-6%	49
50	Fuel-CNG	323,023	310,720	305,408	358,000	351,520	(6,480)	-2%	50
51	Lubricant & Coolant	67,548	73,581	32,607	76,460	45,300	(31,160)	-41%	51
52	Tires & tire supplies	103,633	154,036	175,139	211,420	204,000	(7,420)	-4%	52
53	Parts, equipment & tools	405,641	808,532	857,886	655,185	933,920	278,735	43%	53
54	Uniforms	-	42,396	58,164	58,700	60,850	2,150	4%	54
55	Training/Incentive	23,968	20,845	15,000	27,700	26,200	(1,500)	-5%	55
56	Safety & Wellness	21,899	18,870	25,928	32,500	33,600	1,100	3%	56
57	Operating Supplies	71,141	61,695	65,277	83,400	78,600	(4,800)	-6%	57
58	Office Supplies	35,155	32,698	28,485	45,450	37,309	(8,141)	-18%	58
59	Other Materials & Supplies	26,703	21,251	29,936	47,450	52,150	4,700	10%	59
60	Utilities	168,925	164,942	184,745	178,947	195,448	16,501	9%	60
61	Condo Assn. Courthouse Square	187,456	109,686	14,937	140,000	116,100	(23,900)	-17%	61
62	Premium for General Liability	200,358	212,894	218,889	209,500	240,000	30,500	15%	62
63	Other Losses & settlements	17,781	10,299	25,826	42,000	42,000	-	0%	63
64	5310 Pass-through Expense	-	-	2,745	42,798	116,935	74,137	173%	64
65	STF Pass-through Expense	75,982	69,558	78,279	72,916	72,916	-	0%	65
66	Contract Transportation	8,050,578	8,671,688	9,458,186	9,382,200	10,568,238	1,186,038	13%	66
67	Dues & Subscriptions	50,691	58,908	42,191	54,500	53,300	(1,200)	-2%	67
68	Advertising/Promotion Media	46,792	56,508	65,506	80,000	118,000	38,000	48%	68
69	Travel, meetings, training, education	113,232	154,055	108,566	159,555	170,644	11,089	7%	69
70	Guarantee Ride Home	2,680	2,514	1,958	5,000	5,000	-	0%	70

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

District Wide Revenues/Resources and Expenses/Requirements Summary		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
71	Vanpool Lease	141,556	182,063	198,000	175,000	240,000	65,000	37%	71
72	Printing	60,193	81,249	71,873	122,600	122,050	(550)	0%	72
73	Match Expense	899,173	1,059,630	1,093,192	1,020,000	1,147,852	127,852	13%	73
74	Passthrough	31,479	23,786	83,428	24,000	80,000	56,000	233%	74
75	Other Misc. Expenses	74,706	193,415	83,517	314,084	90,500	(223,584)	-71%	75
76	Lease-Building	223,300	288,514	274,129	307,300	65,000	(242,300)	-79%	76
77	Interest	-	2,019	-	-	-	-		77
78	Materials and Services Total	14,808,366	16,471,049	17,253,252	18,114,197	19,793,109	1,678,912	9%	78
79	Capital Outlay	2,846,644	8,827,933	5,269,515	5,925,822	6,163,634	237,812	4%	79
80	Operating Expenses/Requirements Total	33,370,517	41,429,813	38,753,716	42,364,651	45,669,828	3,305,177	8%	80
81	Operating Revenue/Resources less Operating Expenses/Requirements	7,488,092	4,578,395	1,930,461	81,063	1,877,076	1,796,013	2216%	81
82	Transfers to Other Funds								82
83	Transfer Out Miscellaneous	(2,000)	(33,447)	(5,914)	(2,000)	(533,732)	(531,732)	26587%	83
84	Transfer to Special Transportation Fund	(1,656,859)	(877,648)	(492,447)	(639,051)	(118,460)	520,591	-81%	84
85	Transfer to Capital Fund	(2,468,758)	(1,279,326)	(1,312,724)	(2,170,696)	(1,911,054)	259,642	-12%	85
86	Transfers to Other Funds Total	(4,127,617)	(2,190,421)	(1,811,085)	(2,811,747)	(2,563,246)	248,501	-9%	86
87	Net Operating and Transfers to Other Funds Total	3,360,475	2,387,974	119,376	(2,730,684)	(686,170)	2,044,514	-75%	87
88	Other Designations								88
89	Contingency	-	-	-	(1,750,000)	(1,500,000)	250,000	-14%	89
90	Reserved Working Capital	-	-	(1,000,000)	(10,677,810)	(14,259,165)	(3,581,355)	34%	90
91	Other Designations Total	-	-	(1,000,000)	(12,427,810)	(15,759,165)	(3,331,355)	27%	91
92	Net Operating, Transfers to Other Funds and Other Designations Total	3,360,475	2,387,974	(880,624)	(15,158,494)	(16,445,335)	(1,286,841)	8%	92
93	Beginning Working Capital	11,378,684	14,739,159	17,127,133	15,158,494	16,445,335	1,286,841	8%	93
94	Ending Working Capital	14,739,159	17,127,133	16,246,509	-	-	-		94

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Summary Expense Comparison - All Funds		Personnel Services	Materials & Services	Capital Outlay	Transfers Out	Contingency	Reserve Working Capital	Total	FTE	
1	Board of Directors	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	\$ 45,500	-	1
2	General Manager	310,518	222,300	-	-	-	-	532,818	2.0	2
3	Community Relations	142,176	93,600	-	-	-	-	235,776	1.0	3
4	Administration	1,605,148	613,468	-	-	-	-	2,218,616	14.1	4
5	Transportation Development	975,876	520,186	-	-	-	-	1,496,062	8.1	5
6	Operations	15,003,972	3,074,004	-	-	-	-	18,077,976	150.5	6
7	General Administration	103,000	956,550	-	2,029,514	1,500,000	7,681,542	12,270,606	-	7
8	Total General Fund	18,140,690	5,525,608	-	2,029,514	1,500,000	7,681,542	34,877,354	175.7	8
9										9
10	Special Transportation Fund	1,347,481	14,222,801	-	533,732	-	640,895	16,744,909	12.6	10
11	Capital Projects Fund	224,914	44,700	6,163,634	-	-	5,936,728	12,369,976	1.4	11
12	District Wide Total	\$19,713,085	\$19,793,109	\$ 6,163,634	\$2,563,246	\$1,500,000	\$14,259,165	\$63,992,239	189.7	12

General Fund

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

General Fund Revenues/Resources and Expenses/Requirements Summary		FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
		Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	2,487,342	2,358,925	2,368,071	2,475,300	2,585,640	110,340	4%	2
3	Planning Grant	94,499	98,930	134,136	98,930	133,726	34,796	35%	3
4	Federal JARC	225,000	250,626	-	-	-	-		4
5	Federal New Freedom	-	3,278	-	-	-	-		5
6	Federal 5307	4,887,303	4,157,836	3,828,562	3,828,562	3,861,093	32,531	1%	6
7	Rideshare Grant	255,393	240,698	-	260,000	-	(260,000)	-100%	7
8	DMAP Reimbursement	635,489	63,710	56,224	65,000	64,000	(1,000)	-2%	8
9	Advertising	235,000	240,000	40,335	245,000	-	(245,000)	-100%	9
10	Miscellaneous	345,376	428,306	262,438	305,000	348,400	43,400	14%	10
11	Property Taxes	9,757,352	10,011,436	9,875,101	9,814,900	10,089,142	274,242	3%	11
12	Oregon State In-Lieu	5,022,965	4,486,900	4,788,695	5,100,000	4,800,000	(300,000)	-6%	12
13	Interest on Investments	57,409	62,442	43,944	40,000	40,000	-	0%	13
14	BETC Program Tax Credit	56,898	-	-	-	-	-		14
15	Energy Tax Credit	-	277,375	275,000	150,000	140,000	(10,000)	-7%	15
16	Transfers from Other Funds	2,000	8,350	2,000	2,000	2,000	-	0%	16
17	Operating Revenues/Resources Total	24,062,026	22,688,812	21,674,506	22,384,692	22,064,001	(320,691)	-1%	17
18	Operating Expenses/Requirements								18
19	Personnel Services	14,650,485	15,144,761	15,147,904	17,263,110	18,140,690	877,580	5%	19
20	Materials and Services								20
21	Software Licensing Annual Maintenance	-	1,397	100,000	103,850	96,008	(7,842)	-8%	21
22	Advertising Fees	167,370	30,222	22,007	50,700	48,000	(2,700)	-5%	22
23	Other Professional & Technical	468,358	883,446	822,229	1,034,260	1,284,050	249,790	24%	23
24	Contract Maintenance Services	93,647	85,931	132,236	77,250	96,024	18,774	24%	24
25	Towing & collision repairs	-	-	122	-	150	150		25
26	Legal Services	246,701	116,159	25,285	153,500	101,500	(52,000)	-34%	26
27	Radio Charges	-	36,059	37,000	37,000	37,000	-	0%	27
28	Other Services	119,393	42,138	25,358	75,872	120,860	44,988	59%	28
29	Fuel-Cars & Other	20,276	19,607	25,000	16,500	36,000	19,500	118%	29
30	Fuel-Diesel	744,593	712,982	716,184	860,000	805,500	(54,500)	-6%	30
31	Fuel-CNG	323,023	310,720	305,408	358,000	351,520	(6,480)	-2%	31
32	Lubricant & Coolant	54,972	60,349	21,647	55,000	25,000	(30,000)	-55%	32

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

General Fund Revenues/Resources and Expenses/Requirements Summary		FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
		Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
33	Tires & tire supplies	99,693	126,675	130,036	133,000	143,000	10,000	8%	33
34	Parts, equipment & tools	367,500	713,151	736,693	510,000	809,650	299,650	59%	34
35	Uniforms	-	42,396	58,164	58,700	60,850	2,150	4%	35
36	Training/Incentive	23,968	20,845	15,000	27,700	26,200	(1,500)	-5%	36
37	Safety & Wellness	21,899	18,870	25,928	32,500	33,600	1,100	3%	37
38	Operating Supplies	63,409	58,530	60,155	72,100	71,500	(600)	-1%	38
39	Office Supplies	24,589	23,195	17,766	30,400	24,750	(5,650)	-19%	39
40	Other Materials & Supplies	23,842	19,912	28,034	41,200	37,900	(3,300)	-8%	40
41	Utilities	137,598	135,074	152,438	148,437	167,152	18,715	13%	41
42	Condo Assn Courthouse Square	187,456	109,686	14,937	140,000	116,100	(23,900)	-17%	42
43	Premium for General Liability	200,358	212,894	218,889	209,500	240,000	30,500	15%	43
44	Other Losses & settlements	17,781	10,299	25,826	42,000	42,000	-	0%	44
45	Dues & Subscriptions	49,315	58,436	41,041	53,700	49,700	(4,000)	-7%	45
46	Advertising/Promotion Media	46,792	48,307	10,000	80,000	60,000	(20,000)	-25%	46
47	Travel, meetings, training, education	83,067	132,563	83,271	138,455	141,344	2,889	2%	47
48	Guarantee Ride Home	2,680	2,514	-	5,000	-	(5,000)	-100%	48
49	Vanpool Lease	141,556	182,063	198,000	175,000	240,000	65,000	37%	49
50	Printing	53,252	68,565	54,858	102,000	94,450	(7,550)	-7%	50
51	Passthrough	31,479	23,786	83,428	24,000	80,000	56,000	233%	51
52	Other Misc. Expenses	73,681	75,828	51,593	57,700	82,800	25,100	44%	52
53	Software	-	1,804	4,700	4,700	-	(4,700)	-100%	53
54	Lease-Building	161,513	226,714	212,325	245,300	3,000	(242,300)	-99%	54
55	Interest	-	2,019	-	-	-	-	-	55
56	Materials and Services Total	4,049,761	4,613,136	4,455,558	5,153,324	5,525,608	372,284	7%	56
57	Operating Expenses/Requirements Total	18,700,246	19,757,897	19,603,462	22,416,434	23,666,298	1,249,864	6%	57
58	Operating Revenues/Resources less Operating Expenditures/Requirements	5,361,780	2,930,915	2,071,044	(31,742)	(1,602,297)	(1,570,555)	4948%	58
59	Transfers to Other Funds								59
60	Transfer to Special Transportation Fund	(1,656,859)	(877,648)	(492,447)	(639,051)	(118,460)	520,591	-81%	60
61	Transfer to Capital Fund	(2,468,758)	(1,080,500)	(1,312,724)	(2,170,696)	(1,911,054)	259,642	-12%	61
62	Transfers to Other Funds Total	(4,125,617)	(1,958,148)	(1,805,171)	(2,809,747)	(2,029,514)	780,233	-28%	62
63	Net Operating and Transfers to Other Funds Total	1,236,163	972,767	265,873	(2,841,489)	(3,631,811)	(790,322)	28%	63
64	Other Designations								64

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

General Fund Revenues/Resources and Expenses/Requirements Summary		FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
		Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
65	Contingency	-	-	-	(1,750,000)	(1,500,000)	250,000	-14%	65
66	Reserved Working Capital	-	-	-	(6,632,332)	(7,681,542)	(1,049,210)	16%	66
67	Other Designations Total	-	-	-	(8,382,332)	(9,181,542)	(799,210)	10%	67
Net Operating, Transfers to Other Funds and									
68	Other Designations Total	1,236,163	972,767	265,873	(11,223,821)	(12,813,353)	(1,589,532)	14%	68
69	Beginning Working Capital	10,338,550	11,574,713	12,547,480	11,223,821	12,813,353	1,589,532	14%	69
70	Ending Working Capital	11,574,713	12,547,480	12,813,353	-	-	-		70

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

General Fund Department Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1 Board of Directors								1
2 Materials and Services	18,786	103,905	37,778	38,500	45,500	7,000	18%	2
3 General Manager								3
4 Personnel Services	306,122	286,703	280,441	298,075	310,518	12,443	4%	4
5 Materials and Services	94,418	75,951	152,897	119,850	222,300	102,450	85%	5
6 Total	400,540	362,654	433,338	417,925	532,818	114,893	27%	6
7 Community Relations								7
8 Personnel Services	-	-	-	-	142,176	142,176		8
8 Materials and Services	-	-	-	-	93,600	93,600		8
9 Total	-	-	-	-	235,776	235,776		9
10 Administration								10
11 Personnel Services	1,006,354	1,409,223	1,529,035	1,623,415	1,605,148	(18,267)	-1%	11
11 Materials and Services	254,890	412,525	360,747	583,204	613,468	30,264	5%	11
12 Total	1,261,244	1,821,748	1,889,782	2,206,619	2,218,616	11,997	1%	12
13 Transportation Development								13
14 Personnel Services	1,074,254	879,843	783,003	1,247,360	975,876	(271,484)	-22%	14
14 Materials and Services	576,347	422,521	387,602	615,933	520,186	(95,747)	-16%	14
15 Total	1,650,601	1,302,364	1,170,605	1,863,293	1,496,062	(367,231)	-20%	15
16 Operations								16
17 Personnel Services	12,168,165	12,456,077	12,358,368	14,019,260	15,003,972	984,712	7%	17
17 Materials and Services	2,469,901	2,711,921	2,665,221	2,631,037	3,074,004	442,967	17%	17
18 Total	14,638,066	15,167,998	15,023,589	16,650,297	18,077,976	1,427,679	9%	18
19 General Administration								19
20 Personnel Services	57,441	62,766	73,336	75,000	103,000	28,000	37%	20
20 Materials and Services	475,793	663,019	642,015	922,500	956,550	34,050	4%	20
21 Total	533,234	725,785	715,351	997,500	1,059,550	62,050	6%	21

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Cherriots

SALEM-KEIZER TRANSIT



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Board of Directors

The Board of Directors Division acts as the policy board and catalyst in the agency's pursuit of its vision, mission and goals.

The Board of Directors:

- is the Policy Board acting as a body in making its decisions.
- annually adopts the District budget.
- establishes Board goals.

Strategic work plan and major initiatives planned for FY2014-15

- Review strategic plan initiatives.
- Develop District fiscal policies.

Materials and Services

- Other Professional & Technical – Funding to support activities for accomplishing Board goals.
- Travel, meetings, training, education – Funding to send two Directors to the APTA Annual Meeting and to the APTA Legislative Conference, miscellaneous board training.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Board of Directors

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
1 Board								1
2 Materials and Services								2
3 Advertising Fees	754	-	4,724	1,000	3,000	2,000	200%	3
4 Other Professional & Technical	4,613	84,380	18,000	20,000	20,000	-	0%	4
5 Office Supplies	22	254	650	500	500	-	0%	5
6 Dues & Subscriptions	300	-	-	-	-	-	-	6
7 Travel, meetings, training, education	12,916	19,183	13,848	17,000	21,000	4,000	24%	7
8 Printing	181	32	64	-	-	-	-	8
9 Other Misc. Expenses	-	56	492	-	1,000	1,000		9
10 Board Total	18,786	103,905	37,778	38,500	45,500	7,000	18%	10

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

General Manager

The General Manager's Division acts as the catalyst in the agency's pursuit of its vision, mission and goals. It functions in both an external and internal role.

- In its external role it oversees all legislative relations at the federal and state level, and coordinates District Board matters.
- In its internal role it acts as the liaison between the Board of Directors and all Divisions, coordinates actions of all Divisions, and ensures all activities are in alignment with and support the District's vision, mission and goals.
- The General Manager directly supervises all division directors and indirectly oversees all district operations.

offset the increase in legislative advocacy for state legislative work and to support the implementation of the service excellence campaign.

Strategic work plan and major initiatives planned for FY2014-15

- Update District strategic plan.
- Develop and begin implementation of Service Excellence campaign.

Materials and Services

- Other Professional & Technical - Supports legislative advocacy, organizational and management development programs, miscellaneous consultant services, activities to support organizational strategic plan and Board work goals. This was increased by \$100,000 to

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

General Manager

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
1 General Manager								1
2 Personnel Services	306,122	286,703	280,441	298,075	310,518	12,443	4%	2
3 Materials and Services								3
4 Other Professional & Technical	77,509	36,681	133,200	100,000	200,000	100,000	100%	4
5 Office Supplies	332	526	1,000	750	1,200	450	60%	5
6 Utilities	1,071	576	576	600	600	-	0%	6
7 Dues & Subscriptions	5,380	6,633	2,000	4,000	2,000	(2,000)	-50%	7
8 Travel, meetings, training, education	9,452	31,535	15,701	14,000	17,000	3,000	21%	8
9 Printing	-	-	184	-	1,000	1,000		9
10 Other Misc. Expenses	674	-	236	500	500	-	0%	10
11 Materials and Services Total	94,418	75,951	152,897	119,850	222,300	102,450	85%	11
12 General Manager Total	400,540	362,654	433,338	417,925	532,818	114,893	27%	12
13 FTE								13
14 General Manager	0.9	1.0	0.9	1.0	1.0			14
15 Executive Assistant	1.0	1.0	1.0	1.0	1.0			15

Community Relations

The Community Relations program is responsible for managing all community development initiatives throughout the organization. They plan, develop and implement programs to promote District initiatives, educate the community, maintain relationships with various audiences. This includes:

- Communication with local jurisdictions, civic agencies, business groups, and general public
- Public relations activities
- Public information officer
- Citizens Advisory Committee

Strategic work plan and major initiatives planned for FY2014-15

- Reconstitute and reenergize the Citizens Advisory Committee.
- Implement outreach efforts to educate the community, local governments, business community on new service plans.

Materials & Services

- Other Professional and Technical – These funds are to obtain consultant services for an education campaign, message development, and outreach services.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Community Relations

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
1 Community Relations								1
2 Personnel Services	-	-	-	-	142,176	142,176		2
3 Materials and Services								3
4 Advertising Fees	-	-	-	-	1,000	1,000		4
5 Other Professional & Technical	-	-	-	-	75,000	75,000		5
6 Office Supplies	-	-	-	-	1,000	1,000		6
7 Utilities	-	-	-	-	600	600		7
8 Dues & Subscriptions	-	-	-	-	500	500		8
9 Advertising/Promotion Media	-	-	-	-	10,000	10,000		9
10 Travel, meetings, training, education	-	-	-	-	4,500	4,500		10
11 Other Misc. Expenses	-	-	-	-	1,000	1,000		11
12 Materials and Services Total	-	-	-	-	93,600	93,600		12
13 Community Relations Total	-	-	-	-	235,776	235,776		13
14 FTE								14
15 Community Relations Officer	-	-	0.9	-	1.0			15

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Administration Division

The Administration Division is responsible for managing internal functions of the District and provides support for other Divisions. The Administration Division includes the Human Resources, Marketing and Communications, and Finance departments.

The Human Resources department is responsible for the following functions:

- Developing and monitoring the selection process for all District personnel.
- Developing and administering employee classification and wage systems.
- Developing and administering employee benefit programs.
- Developing and administering performance management .
- Developing and delivering policy and safety related training programs to employees.
- Processing and monitoring worker compensation and liability insurance claims.
- Developing and administering employee safety and wellness programs.
- Managing the District's labor relations program.
- Monitoring employment practices to ensure compliance with local, state and federal employment laws.
- Answering the phone and greeting visitors at the reception desk at the Courthouse Square fifth floor offices.

The Marketing and Communications department is responsible for the following functions:

- Implementation of District Marketing and Communications Plan
- Design of District printed materials of all types
- Message development and management for District communications
- Management of District website and social media communication

The Finance Division is responsible for, but not limited to:

Accounting Function

- Analyze financial data and prepare reports for management and the Board.
- Prepare the Comprehensive Annual Financial Report.
- Manage financial and compliance audits.
- Process accounts payable and accounts receivable transactions.
- Manage investment of District funds.
- Payroll and related tax reporting
- Manage the annual budget process in accordance with Oregon Budget Law.
- National Transit Database (NTD) reporting.

Procurement Function

- Plan and execute purchasing procedures and ensure compliance with federal and state regulations.
- Assist divisions with invitations for bid and request for proposals for goods and services.

Administration Division

Grant Administration Function

- Administer Federal Transit Administration (FTA) and Oregon Department of Transportation (ODOT) grants.
- Integrate District projects into Statewide Transportation Improvement Program (STIP).
- Prepare monthly, quarterly and annual reports required by relevant agencies.

Strategic work plan and major initiatives planned for FY2014-15

- Continuation of the Wellness Committee.
- Distribution of the Employee Handbook.
- Evaluate options for document archives.
- Develop talking point fact sheets – time-based and long-term.
- Direct a campaign to “Tell Our Story”.
- Develop a community education initiative addressing common misunderstandings about transit.
- Compile survey data for integrated analysis of Salem-Keizer Transit community/riders.
- Develop a District Marketing and Communications Plan.
- Review and revise financial policies.
- Develop dashboard reporting for grants.
- Research and select a new financial enterprise system.
- Expand the statistical section of the Comprehensive Annual Financial Report.

- Design monthly financial and performance reporting dashboards.
- Complete NTD annual and monthly reporting.

Materials & Services

Human Resources

- Legal Services – this line is for employment law services.
- Training/Incentive – this line is for the employee banquet and service awards.
- Safety & Wellness – safety related services, equipment and supplies.
- Other Losses & Settlements – estimated cost of potential payouts for vehicle accidents.

Marketing and Communications

- Advertising Fees – Univision targeting advertising, print and digital advertising, Facebook advertising fees, Directories (chambers, SEDCOR, DEX, etc.).
- Other Professional & Technical – Marketing and branding refresh plan development and implementation, newsletter, stock photo shoot, website maintenance, bus advertising analysis, design services for print materials.
- Other Services – Direct/targeted mailing.
- Advertising/Promotion Media – promotional items branding/telling our story.
- Printing – Includes the printing of all fare media.

Administration Division

Finance

- Other Professional & Technical – This line item includes the contract for outside auditing services, other filing fees associated with the comprehensive annual financial report and expenses associated with temporary employee.
- Other Misc. Expenses – This line item includes contracted services from Loomis for armored transport services for deposit pickups and processing of cash and coin fare collections. Bank charges for Columbia State Bank and Riverview Community Bank are also included in this line item.

Cherriots

SALEM-KEIZER TRANSIT



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Administration

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from		
	Actual	Actual	Year-End	FY2013-14	Adopted	FY2013-14	Percent	
			Estimate	Budget	Budget*	Budget	Change	
1 Human Resources								1
2 Personnel Services	438,315	450,121	563,173	522,270	654,774	132,504	25%	2
3 Materials and Services								3
4 Advertising Fees	13,128	9,946	8,280	10,000	10,000	-	0%	4
5 Other Professional & Technical	21,325	30,103	26,413	10,000	11,000	1,000	10%	5
6 Legal Services	19,038	21,788	15,000	30,000	30,000	-	0%	6
7 Other Services	363	329	-	2,000	-	(2,000)	-100%	7
8 Training/Incentive	23,364	20,514	15,000	26,500	25,000	(1,500)	-6%	8
9 Safety & Wellness	35	179	3,490	-	-	-		9
10 Operating Supplies	774	-	-	-	-	-		10
11 Office Supplies	445	360	175	1,000	1,000	-	0%	11
12 Other Materials & Supplies	-	192	1,787	2,400	2,400	-	0%	12
13 Utilities	-	-	-	-	336	336		13
14 Dues & Subscriptions	2,365	1,360	598	3,000	3,000	-	0%	14
15 Travel, meetings, training, education	1,619	2,421	582	4,500	4,000	(500)	-11%	15
16 Printing	2,991	2,330	-	500	-	(500)	-100%	16
17 Materials and Services Total	85,447	89,522	71,325	89,900	86,736	(3,164)	-4%	17
18 Human Resources Total	523,762	539,643	634,498	612,170	741,510	129,340	21%	18
19 Human Resources Safety								19
20 Personnel Services	103,170	113,920	111,317	120,260	124,104	3,844	3%	20
21 Materials and Services								21
22 Parts, equipment & tools	157	1,210	-	200	200	-	0%	22
23 Safety & Wellness	21,284	18,691	21,392	32,500	32,500	-	0%	23
24 Office Supplies	350	315	-	-	-	-		24
25 Utilities	324	336	336	336	336	-	0%	25
26 Other Losses & settlements	20,175	10,061	25,000	40,000	40,000	-	0%	26
27 Dues & Subscriptions	-	65	-	900	900	-	0%	27
28 Travel, meetings, training, education	750	393	771	3,000	3,000	-	0%	28
29 Other Misc. Expenses	200	1,218	4,000	-	-	-		29
30 Materials and Services Total	43,240	32,289	51,499	76,936	76,936	-	0%	30
31 Human Resources Safety Total	146,410	146,209	162,816	197,196	201,040	3,844	2%	31

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
32 Marketing and Communications								32
33 Personnel Services	5,401	299,375	271,963	328,705	182,021	(146,684)	-45%	33
34 Materials and Services								34
35 Advertising Fees	881	12,575	7,000	5,000	30,000	25,000	500%	35
36 Other Professional & Technical	-	83,456	25,000	123,640	140,000	16,360	13%	36
37 Legal Services	-	135	-	-	-	-	-	37
38 Other Services	-	26,352	25,000	40,000	35,000	(5,000)	-13%	38
39 Parts, equipment & tools	-	-	160	-	-	-	-	39
40 Office Supplies	800	2,338	739	3,000	1,000	(2,000)	-67%	40
41 Utilities	-	1,728	1,152	1,728	1,152	(576)	-33%	41
42 Dues & Subscriptions	-	1,240	1,500	1,500	1,000			42
43 Advertising/Promotion Media	-	21,805	10,000	50,000	50,000	-	0%	43
44 Travel, meetings, training, education	32	14,997	7,970	13,500	12,144	(1,356)	-10%	44
45 Printing	-	51,501	49,253	82,000	82,000	-	0%	45
46 Other Misc. Expenses	76	69	838	3,000	1,000	(2,000)	-67%	46
47 Materials and Services Total	1,789	216,196	128,612	323,368	353,296	29,928	9%	47
48 Marketing and Communications Total	7,190	515,571	400,575	652,073	535,317	(116,756)	-18%	48

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
49 Finance								49
50 Personnel Services	459,468	545,807	582,582	652,180	644,249	(7,931)	-1%	50
51 Materials and Services								51
52 Advertising Fees	4,777	2,532	-	3,000	3,000	-	0%	52
53 Other Professional & Technical	76,497	37,651	70,000	40,000	45,000	5,000	13%	53
54 Contract Maintenance Services	-	327	-	500	500	-	0%	54
55 Legal Services	-	495	-	1,500	-	(1,500)	-100%	55
56 Other Services	314	-	-	500	500	-	0%	56
57 Parts, equipment & tools	3,334	884	115	2,000	2,000	-	0%	57
58 Operating Supplies	165	-	-	-	-	-		58
59 Office Supplies	1,695	2,803	2,636	2,500	2,500	-	0%	59
60 Dues & Subscriptions	1,789	2,020	2,450	2,500	2,500	-	0%	60
61 Travel, meetings, training, education	8,562	6,668	8,991	8,000	8,000	-	0%	61
62 Printing	109	134	133	500	500	-	0%	62
63 Other Misc. Expenses	27,172	21,004	24,986	32,000	32,000	-	0%	63
64 Materials and Services Total	124,414	74,518	109,311	93,000	96,500	3,500	4%	64
65 Finance Total	583,882	620,325	691,893	745,180	740,749	(4,431)	-1%	65

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	
	Actual	Actual	Year-End	Budget	Adopted	
			Estimate		Budget*	
66 FTE						66
67 Director of Administration	-	-	1.0	-	1.0	67
68 Human Resources						68
69 Director of Human Resources	0.9	1.0	-	1.0	- ~	69
70 Human Resources Specialist	1.0	1.0	1.0	1.0	1.0	70
71 Safety & Loss Control Specialist	0.9	1.0	1.0	1.0	1.0	71
72 Human Resources Assistant-Reception	1.0	0.5	1.0	1.0	0.9 *	72
73 Receptionist	0.4	1.0	1.7	1.0	1.7 ♦	73
74 Marketing & Communications						74
75 Director of Community Relations	-	1.0	-	1.0	- ~	75
76 Marketing & Communication Coordinator	-	0.9	0.9	1.0	1.0	76
77 Marketing & Communication Representative	-	0.6	1.0	1.0	1.0	77
78 Finance						78
79 Director of Finance	0.9	1.0	-	1.0	- ~	79
80 Finance Manager	-	-	1.0	-	1.0	80
81 Accountant	1.0	1.0	1.0	1.0	1.0	81
82 Grants Administrator/Financial Analyst	0.8	0.9	1.0	1.0	1.0	82
83 Contract/Procurement Specialist	0.9	0.8	0.6	1.0	0.8 *	83
84 Accounting Specialist	0.8	0.9	0.7	0.8	0.7 *	84
85 Accounting Technician	1.0	1.0	1.0	1.0	1.0	85
86 Payroll Specialist	1.0	1.0	1.0	1.0	1.0	86
87 Total FTE	10.6	13.6	13.9	14.8	14.1	87

* A portion of this position is allocated to a program/project.

♦ Includes a part-time employee.

~Position not being filled in Proposed Budget.

Transportation Development Division

The Transportation Development Division includes four departments:

Planning

- Planning of rural bus service for Marion and Polk Counties.
- Administer the Special Transportation program for Marion and Polk Counties.
- Integration of public transportation into local and regional development.
- Maintaining and updating the Regional Coordinated Transit and Human Services Plan.
- Maintaining and updating the District's Title VI Civil Rights Plan.
- Maintaining and updating the District's Strategic Operations Plan.
- Planning and evaluation of service design.

Capital Projects Management

- Manage design and construction of capital construction projects to ensure project completion.
- Monitor adherence to scope, budget, and schedule for capital construction projects.
- Maximize coordination opportunities in the development and construction of capital construction projects.
- Encourage innovation that improves the overall functionality of capital construction projects.
- Performance management and reporting.

Information Technology Services

- Develops technology-based solutions to business problems.

- Provides responsive, consistent support of district information systems and components.
- Manage District's IT infrastructure and inventory of IT hardware components.

Rideshare/Vanpool

- Carpool matching services in Marion, Polk, and Yamhill Counties.
- Coordination of vanpools in the Willamette Valley.
- Provision of alternative modes of transportation information to the public.
- Coordination of employer outreach programs.

Strategic work plan and major initiatives planned for FY2013-14

- Following the completion of the comprehensive system analysis (CSA), implementation of the recommendations will be a primary focus. This project is in support of the District Goal to Ensure Organizational Viability.
- Develop a process for online pass sales. This project is in support of the District Goal to Provide Exceptional Transportation Experience.
- Develop and begin implementation of a service revision plan for CARTS routes and service. This project is in support of District Goal to Improve Connectivity.
- Begin using service performance standards and Key Performance Indicators (KPI's) developed by the CSA. This project is in support of District Goal to Ensure Organizational Viability.
- Develop and implement a fare change to be effective on the first Monday of January 2015.

Transportation Development Division

- Implement an employee Intranet Portal. This project is in support of District Goal to Be an Employer of Choice.

Materials & Services

Transportation Development

- Other Professional and Technical - This line item is reduced by \$100,320. This funding was used in FY14 to fund the CSA. Since the CSA is complete and the implementation of the CSA recommendations will be completed by district staff, this line item has been reduced.

Information Technology

- Software Licensing Annual Maintenance – These funds are for annual software license and maintenance charges throughout the district. The change is due to reconfiguring the allocation of software licenses and hardware purchases. Hardware purchases were moved to Parts, equipment & tools.
- Parts, equipment & tools - These funds are for hardware purchases to maintain useful life of IT equipment throughout the district.

Rideshare

- Per the request of the Oregon Department of Transportation the expenses for the Rideshare and Transportation Demand Management grants will be tracked separately. To facilitate this, the

Rideshare program has been moved to the Special Transportation Fund.

Funding

Transportation Development

- The Transportation Development Administration department receives a Federal 5303 Planning Work Program grant that is passed through the Mid-Willamette Valley Council of Governments for the development of the District's metropolitan transportation system plan. The grant award in the proposed budget is approximately \$134,000. The match of approximately \$32,000, comes from the General fund.

Vanpool

- The Vanpool program is funded by a Federal 5307 Urbanized Area Formula grant. The increase in the Vanpool subsidy is due to the anticipated addition of 5 new vanpools.

Rideshare

- The Rideshare program is funded by two Federal Highway Administration grants which were allocated to the Metropolitan Planning Organization as Surface Transportation Program-Urban funds.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Transportation Development

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
1 Transportation Development Administration								1
2 Personnel Services	523,370	349,946	428,932	491,995	512,913	20,918	4%	2
3 Materials and Services								3
4 Advertising Fees	35,113	2,393	2,003	1,000	1,000	-	0%	4
5 Other Professional & Technical	19,659	486	12,000	104,320	4,000	(100,320)	-96%	5
6 Legal Services	1,103	878	-	-	1,000	1,000		6
7 Other Services	439	-	-	-	2,000	2,000		7
8 Parts, equipment & tools	355	-	-	-	-	-		8
9 Operating Supplies	375	-	-	500	500	-	0%	9
10 Office Supplies	1,777	760	86	500	500	-	0%	10
11 Other Materials & Supplies	1,257	-	-	500	500	-	0%	11
12 Utilities	1,633	576	576	1,152	1,728	576	50%	12
13 Dues & Subscriptions	1,863	493	64	400	400	-	0%	13
14 Advertising/Promotion Media	25,359	-	-	-	-	-		14
15 Travel, meetings, training, education	8,255	2,966	6,000	11,355	7,200	(4,155)	-37%	15
16 Printing	48,543	-	-	1,000	2,700	1,700	170%	16
17 Other Misc. Expenses	4,450	-	906	1,000	6,000	5,000	500%	17
18 Materials and Services Total	150,181	8,552	21,635	121,727	27,528	(94,199)	-77%	18
19 Transportation Development Administration Total	673,551	358,498	450,567	613,722	540,441	(73,281)	-12%	19

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
20	Information Technology							
21	Personnel Services	411,344	389,526	354,071	589,680	462,963	(126,717)	-21%
22	Materials and Services							
23	Software Licensing Annual Maintenance	-	1,397	100,000	103,850	96,008	(7,842)	-8%
24	Other Professional & Technical	8,839	91,713	-	-	-	-	
25	Contract Maintenance Services	7,191	8,166	10,463	9,600	9,024	(576)	-6%
26	Legal Services	270	-	-	-	-	-	
27	Other Services	90,606	2,208	358	16,272	28,260	11,988	74%
28	Parts, equipment & tools	2,756	22,695	39,572	53,500	82,100	28,600	53%
29	Operating Supplies	1,398	6,482	2,077	4,000	2,000	(2,000)	-50%
30	Office Supplies	187	3,481	167	100	100	-	0%
31	Utilities	2,508	3,907	4,106	3,384	5,016	1,632	48%
32	Dues & Subscriptions	-	1,640	96	100	100	-	0%
33	Travel, meetings, training, education	14,685	11,343	6,242	15,000	18,400	3,400	23%
34	Printing	100	64	54	300	50	(250)	-83%
35	Other Misc. Expenses	5,678	8,665	132	11,600	11,600	-	0%
36	Software	-	1,804	4,700	4,700	-	(4,700)	-100%
37	Materials and Services Total	134,218	163,565	167,967	222,406	252,658	30,252	14%
38	Information Technology Total	545,562	553,091	522,038	812,086	715,621	(96,465)	-12%

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
39 <u>Rideshare</u>								39
40 Personnel Services	139,540	140,371	-	165,685	-	(165,685)	-100%	40
41 <u>Materials and Services</u>								41
42 Advertising Fees	112,648	2,124	-	30,000	-	(30,000)	-100%	42
43 Other Professional & Technical	-	6,342	-	4,000	-	(4,000)	-100%	43
44 Legal Services	-	113	-	1,000	-	(1,000)	-100%	44
45 Other Services	-	-	-	2,000	-	(2,000)	-100%	45
46 Parts, equipment & tools	-	-	-	1,000	-	(1,000)	-100%	46
47 Operating Supplies	992	-	-	1,000	-	(1,000)	-100%	47
48 Office Supplies	438	2,442	-	1,500	-	(1,500)	-100%	48
49 Other Materials & Supplies	2,745	444	-	1,300	-	(1,300)	-100%	49
50 Utilities	2,174	2,296	-	2,000	-	(2,000)	-100%	50
51 Dues & Subscriptions	910	920	-	2,000	-	(2,000)	-100%	51
52 Advertising/Promotion Media	21,433	26,502	-	30,000	-	(30,000)	-100%	52
53 Travel, meetings, training, education	6,208	8,255	-	6,000	-	(6,000)	-100%	53
54 Guarantee Ride Home	2,680	2,514	-	5,000	-	(5,000)	-100%	54
55 Printing	164	11,125	-	10,000	-	(10,000)	-100%	55
56 Other Misc. Expenses	-	5,264	-	-	-	-		56
57 <u>Materials and Services Total</u>	150,392	68,341	-	96,800	-	(96,800)	-100%	57
58 <u>Rideshare Total</u>	289,932	208,712	-	262,485	-	(262,485)	-100%	58
59 <u>Vanpool Lease</u>								59
60 Vanpool Lease	141,556	182,063	198,000	175,000	240,000	65,000	37%	60

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	
	Actual	Actual	Year-End	Budget	Adopted	
61 FTE			Estimate		Budget*	61
62 Director of Transportation Development	1.0	1.0	1.0	1.0	0.9	62
63 Planning & Technology Services Manager	1.0	0.9	1.0	1.0	0.9	63
64 Capital Projects Manager	0.1	0.1	-	-	-	64
65 Planning Analyst	-	1.0	1.0	1.0	1.0	65
66 Planning and Development Specialist	0.3	0.4	-	0.5	-	66
67 Long-Range Planning Analyst		-	1.0	-	0.9	67
68 Systems Analyst	0.9	1.0	-	1.0	-	68
69 Network Administrator	0.9	1.0	0.7	1.0	0.9	69
70 Database Administrator	-	-	0.9	1.0	1.0	70
71 Technology Services Support Analyst	1.0	1.0	0.8	1.0	1.6	71
72 Administrative Assistant	1.5	0.9	0.9	2.0	0.9	72
73 Marketing & Communication Coordinator	1.0	-	-	-	-	73
74 Marketing & Communication Representative	1.0	-	-	-	-	74
75 Rideshare & Outreach Coordinator	1.0	1.0	-	1.0	-	75
76 Rideshare Assistant	0.5	1.0	-	1.0	-	76
77 Total FTE	10.2	9.3	7.3	11.5	8.1	77

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Operations Division

Vehicle Maintenance

- Responsible for complete maintenance of 64 fixed route buses, 16 CARTS buses, 45 CherryLift vehicles, 5 RED LINE vehicles and 17 non-revenue vehicles.
- Cleanliness and fueling of all vehicles.

Facility Maintenance

- Responsible for all aspects of maintenance and cleanliness of all District bus stops, shelters, transit centers and facilities, as well as stationary equipment maintenance.

Security

- Responsible for District security measures including transit facilities, buses, security based training and emergency management. Liaison for the District with security managers throughout the region.
- Oversight of contracts with the Salem Police Department and G4S private security.

Cherriots Fixed Route Services

- Provide and monitor services of the fixed route system including 25 routes within the urban growth boundary of Salem-Keizer and commuter buses operating to Grand Ronde and Wilsonville.
- Cherriots fixed route buses provide over 3 million passenger rides per year.

Contracted Transportation Services

- Responsible for oversight of contracts for CherryLift (ADA paratransit service), RED LINE (shopper service and dial-a-ride), CARTS (rural transportation service), and TripLink call center (scheduling and brokerage serving DMAP clients).

Strategic work plan and major initiatives planned for FY2014-15

- Develop a Del Webb facility enhancement plan, including land use planning for vacant land adjacent to the maintenance facility.
- Complete the analysis of paratransit service, eligibility, and feasibility of assessment center in support of adopted paratransit plan.
- Develop and initiate activities in support of District's value for Safety.
- Customer services initiatives including public contact process and customer service excellence.

Materials & Services

Operations Administration

- Other Professional & Technical –Working with the District Safety Committee, implement Safety Campaign.

Vehicle Maintenance

- Radio Charges – the District contracts with the City of Salem for radio service.
- Fuel Diesel - the proposed amount for diesel is based on approximately 225,000 gallons at price of \$3.55 per gallon. In FY2013-14 the highest price per gallon the District paid was \$3.28, the lowest was \$2.98 with the average price approximately \$3.14.
- Fuel CNG - the proposed amount for CNG is based on 338,000 diesel gallon equivalents (DGE) at a price of \$1.04. In FY2013-14 the highest price per DGE was \$1.03, the lowest was \$.87, with the average price approximately \$.92.

Operations Division

- Part, equipment & tools – the proposed budget is based on \$0.27 per mile for 2.2 million miles. The increase reflects the cost of maintaining an aging fleet.
- Uniforms – the proposed budget reflects uniform services from Aramark, boot allowances for maintenance workers, and raingear.
- Operating Supplies – the proposed amount covers all non-inventoried items such as nuts, bolts, fittings, cleaners and safety gear.

Facility Maintenance

- Other Professional & Technical – this line item includes permits, fees, inspections and \$50,000 for a facilities maintenance plan at Del Webb.
- Contract Maintenance Services – the proposed budget includes contracts for landscaping, parking striping, cleaning, and external equipment repairs. The \$10,000 increase is a result of additional services at the Market Street Park and Ride and the opening of the Keizer Transit Center.
- Operating Supplies – includes all building janitorial and custodial supplies.
- Other Materials & Supplies – This line item includes shelter glass replacement and supplies.
- Utilities – this line item includes electricity, water, sewer, natural gas and communications. The \$16,550 increase from the FY2013-14 budget is due to moving back into Courthouse Square and the addition of Keizer Transit Center.

Security

- Other Professional & Technical – Salem-Keizer Transit contracts with the City of Salem and G4S

Security. The \$45,500 increase is the result of expanding the G4S contract to include an additional security officer.

- Other Services – development of an emergency management plan.

Cherriots Fixed Route Services

- Travel, meetings, training, education –Professional development and job specific training for eight Operations Supervisors and seven Operator instructors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Operations

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	FY2013-14	Adopted	FY2013-14	Change	
			Estimate	Budget	Budget*	Budget		
1 Operations Administration								1
2 Personnel Services	371,384	409,960	353,583	462,250	382,448	(79,802)	-17%	2
3 Materials and Services								3
4 Other Professional & Technical	-	-	-	-	50,000	50,000		4
5 Legal Services	23	158	-	200	-	(200)	-100%	5
6 Parts, equipment & tools	-	-	352	-	500	500		6
7 Training/Incentive	75	132	-	500	1,000	500	100%	7
8 Office Supplies	480	211	987	200	500	300	150%	8
9 Utilities	1,064	576	576	575	576	1	0%	9
10 Dues & Subscriptions	90	354	190	750	750	-	0%	10
11 Travel, meetings, training, education	7,536	12,175	13,389	14,500	8,500	(6,000)	-41%	11
12 Printing	77	32	-	100	100	-	0%	12
13 Other Misc. Expenses	-	154	-	300	200	(100)	-33%	13
14 Materials and Services Total	9,345	13,792	15,494	17,125	62,126	45,001	263%	14
15 Operations Administration Total	380,729	423,752	369,077	479,375	444,574	(34,801)	-7%	15
16 FTE								16
17 Chief Operating Officer	-	-	0.9	-	0.7			17
18 Director of Operations	0.8	0.8	-	0.7	-			18
19 Fixed Route Operations Manager	1.0	1.0	1.0	1.0	1.0			19
20 Operations & Administration Supervisor	-	-	-	1.0	-			20
21 Contracted Transportation Manager	-	-	-	-	0.1			21
22 Contracted Transportation Supervisor	-	0.1	0.1	0.2	-			22
23 Medical Transportation Administrator	-	0.6	0.3	-	0.1			23
24 Mobility Coordinator	-	-	-	-	0.1			24
25 Administrative Analyst	1.0	-	-	-	-			25
26 Administrative Assistant	0.9	0.9	0.9	1.0	1.0			26
27 Total FTE	3.7	3.4	3.2	3.9	3.0			27

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
28 Customer Service								28
29 Personnel Services	426,557	437,436	449,459	471,895	485,239	13,344	3%	29
30 Materials and Services								30
31 Contract Maintenance Services	381	450	150	250	-	(250)	-100%	31
32 Parts, equipment & tools	-	396	-	600	-	(600)	-100%	32
33 Operating Supplies	30	-	1,500	500	1,500	1,000	200%	33
34 Office Supplies	801	553	1,000	300	1,200	900	300%	34
35 Utilities	3	-	-	576	336	(240)	-42%	35
36 Travel, meetings, training, education	211	400	500	4,500	5,000	500	11%	36
37 Other Misc. Expenses	493	1,211	(100)	800	-	(800)	-100%	37
38 Materials and Services Total	1,919	3,010	3,050	7,526	8,036	510	7%	38
39 Customer Service Total	428,476	440,446	452,509	479,421	493,275	13,854	3%	39
40 FTE								40
41 Customer Service Supervisor	1.0	1.0	1.0	1.0	0.9			41
42 Customer Service Representative	5.0	5.0	5.0	5.0	5.0			42
43 Outreach Representative	-	0.1	-	-	0.2			43
44 Receptionist	0.1	-	-	-	-			44
45 Total FTE	6.1	6.1	6.0	6.0	6.1			45

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
46 Vehicle Maintenance								46
47 Personnel Services	1,997,826	2,022,665	2,032,962	2,187,830	2,403,450	215,620	10%	47
48 Materials and Services								48
49 Advertising Fees	-	652	-	700	-	(700)	-100%	49
50 Other Professional & Technical	14,014	9,788	16,115	4,000	15,000	11,000	275%	50
51 Contract Maintenance Services	46,674	8,587	58,166	11,000	16,500	5,500	50%	51
52 Towing & collision repairs	-	-	122	-	150	150		52
53 Legal Services	-	45	-	200	-	(200)	-100%	53
54 Radio Charges	-	36,059	37,000	37,000	37,000	-	0%	54
55 Other Services	27,621	924	-	-	-	-		55
56 Fuel-Cars & Other	20,276	19,607	25,000	3,000	3,000	-	0%	56
57 Fuel-Diesel	744,593	712,982	716,184	860,000	805,500	(54,500)	-6%	57
58 Fuel-CNG	323,023	310,720	305,408	358,000	351,520	(6,480)	-2%	58
59 Lubricant & Coolant	54,972	60,349	21,647	55,000	25,000	(30,000)	-55%	59
60 Tires & tire supplies	99,693	126,675	130,036	133,000	143,000	10,000	8%	60
61 Parts, equipment & tools	359,506	659,989	691,899	448,700	709,000	260,300	58%	61
62 Uniforms	-	41,386	44,298	45,000	45,000	-	0%	62
63 Training/Incentive	530	-	-	500	-	(500)	-100%	63
64 Safety & Wellness	143	-	63	-	100	100		64
65 Operating Supplies	44,927	33,590	43,979	40,000	45,000	5,000	13%	65
66 Office Supplies	2,172	2,299	1,280	1,500	1,500	-	0%	66
67 Utilities	625	610	560	800	636	(164)	-21%	67
68 Premium for General Liability	94,190	96,437	-	-	-	-		68
69 Travel, meetings, training, education	7,263	835	1,711	8,000	7,200	(800)	-10%	69
70 Printing	515	1,703	3,667	6,000	6,000	-	0%	70
71 Other Misc. Expenses	7,999	-	-	-	-	-		71
72 Materials and Services Total	1,848,736	2,123,237	2,097,135	2,012,400	2,211,106	198,706	10%	72
73 Vehicle Maintenance Total	3,846,562	4,145,902	4,130,097	4,200,230	4,614,556	414,326	10%	73

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	
	Actual	Actual	Year-End	Budget	Adopted	
74 FTE			Estimate		Budget*	74
75 Maintenance Manager	0.9	0.9	0.9	1.0	1.0	75
76 Vehicle Maintenance Supervisor	1.8	1.8	1.8	1.8	1.8	76
77 Maintenance Training Supervisor	1.0	1.0	1.0	0.9	1.0	77
78 Administrative Assistant	1.0	1.0	1.0	0.9	1.0	78
79 Purchasing Agent	1.0	1.0	1.0	0.9	1.0	79
80 Fleet Technology Specialist	-	-	-	1.0	1.0	80
81 Journey Mechanic	7.1	8.2	7.5	8.5	7.6	81
82 Parts & Supplies Clerk	1.0	0.8	1.0	0.9	0.8	82
83 Service Technician	4.3	3.5	4.1	4.7	4.1	83
84 Service Worker	6.0	5.6	6.0	5.7	5.1	84
85 Total FTE	24.1	23.8	24.3	26.3	24.4	85

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
86 Facility Maintenance								86
87 Personnel Services	448,985	471,360	406,921	504,550	512,697	8,147	2%	87
88 Materials and Services								88
89 Other Professional & Technical	19,432	11,886	16,167	25,000	75,000	50,000	200%	89
90 Contract Maintenance Services	30,391	55,915	49,420	45,000	55,000	10,000	22%	90
91 Other Services	-	12,251	-	15,000	-	(15,000)	-100%	91
92 Fuel-Cars & Other	-	-	-	13,500	16,000	2,500	19%	92
93 Parts, equipment & tools	540	1,020	1,405	1,500	2,100	600	40%	93
94 Uniforms	-	990	1,250	1,200	1,350	150	13%	94
95 Operating Supplies	13,719	15,783	12,384	23,000	20,000	(3,000)	-13%	95
96 Office Supplies	28	-	125	-	150	150		96
97 Other Materials & Supplies	10,501	9,465	15,315	27,000	25,000	(2,000)	-7%	97
98 Utilities	93,570	89,369	105,509	99,600	116,150	16,550	17%	98
99 Condo Assn Courthouse Square	187,386	109,686	-	-	-	-		99
100 Other Losses & settlements	153	239	826	2,000	2,000	-	0%	100
101 Dues & Subscriptions	-	-	-	200	200	-	0%	101
102 Printing	209	-	-	-	-	-		102
103 Other Misc. Expenses	1,482	473	-	-	-	-		103
104 Materials and Services Total	357,411	307,077	202,401	253,000	312,950	59,950	24%	104
105 Facility Maintenance Total	806,396	778,437	609,322	757,550	825,647	68,097	9%	105
106 FTE								106
107 Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0			107
108 Facilities Maintenance Worker	5.0	5.0	5.0	5.0	5.0			108

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2013-14	Change	
			Estimate		Budget*	Budget		
109 Security								109
110 Personnel Services	91,426	81,383	89,727	114,220	116,700	2,480	2%	110
111 Materials and Services								111
112 Other Professional & Technical	215,890	193,420	304,243	290,500	336,000	45,500	16%	112
113 Legal Services	585	383	-	500	500	-	0%	113
114 Other Services	-	-	-	-	55,000	55,000		114
115 Fuel-Cars & Other	-	-	-	-	3,000	3,000		115
116 Parts, equipment & tools	-	18,526	-	-	10,000	10,000		116
117 Operating Supplies	-	510	-	600	500			117
118 Office Supplies	246	166	1,286	500	600			118
119 Utilities	168	224	336	336	336	-	0%	119
120 Dues & Subscriptions	100	100	-	100	100	-	0%	120
121 Travel, meetings, training, education	1,407	966	4,256	1,500	2,500	1,000	67%	121
122 Printing	-	129	193	100	100	-	0%	122
123 Other Misc. Expenses	128	100	4,730	1,500	1,500	-	0%	123
124 Materials and Services Total	218,524	214,524	315,044	295,636	410,136	114,500	39%	124
125 Security Total	309,950	295,907	404,771	409,856	526,836	116,980	29%	125
126 FTE								126
127 Security Coordinator	1.0	1.0	1.0	1.0	1.0			127

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	FY2013-14	Adopted	FY2013-14	Change	
			Estimate	Budget	Budget*	Budget		
128 Cherriots Fixed Route Service								128
129 Personnel Services	8,831,987	9,033,273	9,025,716	10,278,515	11,103,438	824,923	8%	129
130 Materials and Services								130
131 Other Professional & Technical	100	68	1,091	1,000	1,250	250	25%	131
132 Legal Services	720	68	-	100	-	(100)	-100%	132
133 Other Services	-	75	-	100	100	-	0%	133
134 Fuel-Cars & Other	-	-	-	-	14,000	14,000		134
135 Parts, equipment & tools	853	931	1,724	2,500	3,750	1,250	50%	135
136 Uniforms	-	20	12,616	12,500	14,500	2,000	16%	136
137 Safety & Wellness	438	-	983	-	1,000	1,000		137
138 Operating Supplies	368	1,936	215	2,000	1,500	(500)	-25%	138
139 Office Supplies	3,865	3,306	2,440	3,050	3,000	(50)	-2%	139
140 Utilities	3,345	3,876	4,100	4,000	4,150	150	4%	140
141 Travel, meetings, training, education	4,171	20,398	3,070	17,600	22,900	5,300	30%	141
142 Printing	-	-	-	500	500	-	0%	142
143 Other Misc. Expenses	20,106	19,603	5,858	2,000	3,000	1,000	50%	143
144 Materials and Services Total	33,966	50,281	32,097	45,350	69,650	24,300	54%	144
145 Cherriots Fixed Route Service Total	8,865,953	9,083,554	9,057,813	10,323,865	11,173,088	849,223	8%	145
146 FTE								146
147 Operations Supervisor	8.0	8.0	8.0	8.0	8.0			147
148 Operations Training Coordinator	-	-	-	-	1.0			148
149 Transit Operator	98.0	98.0	100.5	98.0	101.0			149
150 Total FTE	106.0	106.0	108.5	106.0	110.0			150

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General Administration

General Administration is used for expenses that generally apply to the whole district and are not readily identifiable to a specific division. The costs of temporary occupancy during the remediation of Courthouse Square and the Transit Mall are also captured here.

General Administration

Personnel Services - This line item is for the retiree medical insurance premiums. Medical insurance costs are expected to increase by 15 percent and anticipates an increase in the number of retirees covered.

Materials and Services

- Other Professional & Technical – This line item includes insurance brokerage services, investment advisors for the District’s pension plans, and fees assessed by the Oregon Department of Energy to review Energy Incentive Program (EIP) applications and broker commissions for the sale of EIP credits.
- Legal Services – The District retains the services of legal counsel for general business matters. The decrease in the proposed amount reflects the settlement of Courthouse Square legal issues.
- Utilities – this line includes the cost for the telephone system maintained by Marion County and Comcast charges.
- Condo Association Courthouse Square – These fees are the District’s portion of the Courthouse Square utilities, grounds keeping, and overall maintenance. The amount is assessed by the Condo Association.
- Premium for General Liability – Premiums for liability policies are expected to increase by 15 percent in FY2014-15. The increase is due in part to the addition of Courthouse Square to the policy and market conditions for property insurance.
- Dues & Subscriptions – memberships in various organizations including Mid-Willamette Council of Governments, American Public Transportation Association and the Oregon Transit Association.
- Passthrough – this is a payment to the Mid-Willamette Council of Governments as a matching amount for a federal planning grant. The Transportation Development Division provides planning services as required by the grant.
- Other Miscellaneous Expenses – This includes funding for the Cherriots Connect Committee, the Wellness Committee, and the Green Team.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
	Actual	Actual	Year-End	FY2013-14	Adopted	FY2013-14	Change	
			Estimate	Budget	Budget*	Budget		
1 General Administration								1
2 Personnel Services	57,441	62,766	73,336	75,000	103,000	28,000	37%	2
3 Materials and Services								3
4 Other Professional & Technical	10,480	297,472	200,000	311,800	311,800	-	0%	4
5 Contract Maintenance Services	9,011	12,487	14,037	10,900	15,000	4,100	38%	5
6 Legal Services	223,330	92,098	10,285	120,000	70,000	(50,000)	-42%	6
7 Other Services	50	-	-	-	-	-		7
8 Parts, equipment & tools	-	7,500	1,467	-	-	-		8
9 Training/Incentive	-	200	-	200	200	-	0%	9
10 Operating Supplies	661	228	-	500	500	-	0%	10
11 Office Supplies	10,951	3,123	5,194	15,000	10,000	(5,000)	-33%	11
12 Other Materials & Supplies	9,339	9,810	10,931	10,000	10,000	-	0%	12
13 Utilities	31,051	30,999	34,611	33,350	35,200	1,850	6%	13
14 Condo Assn Courthouse Square	70	-	14,937	140,000	116,100	(23,900)	-17%	14
15 Premium for General Liability	106,168	116,457	218,889	209,500	240,000	30,500	15%	15
16 Other Losses & settlements	(2,548)	-	-	-	-	-		16
17 Dues & Subscriptions	36,518	43,612	34,143	38,250	38,250	-	0%	17
18 Travel, meetings, training, education	-	28	242	-	-	-		18
19 Printing	363	1,516	1,310	1,000	1,500	500	50%	19
20 Passthrough	31,479	23,786	83,428	24,000	80,000	56,000	233%	20
21 Other Misc. Expenses	5,222	18,012	9,516	5,000	25,000	20,000	400%	21
22 Lease	3,648	3,672	3,025	3,000	3,000	-	0%	22
23 Interest	-	2,019	-	-	-	-		23
24 Materials and Services Total	475,793	663,019	642,015	922,500	956,550	34,050	4%	24
25 General Administration Total	533,234	725,785	715,351	997,500	1,059,550	62,050	6%	25
26 Temporary Occupancy								26
27 Personnel Services	38,150	50,147	123,717	-	-	-		27
28 Materials and Services								28
29 Advertising Fees	69	-	-	-	-	-		29
30 Legal Services	1,634	-	-	-	-	-		30
31 Office Supplies	-	257	-	-	-	-		31
32 Utilities	62	-	-	-	-	-		32
33 Lease	157,865	223,042	209,300	242,300	-	(242,300)	-100%	33
34 Materials and Services Total	159,630	223,299	209,300	242,300	-	(242,300)	-100%	34
35 Temporary Occupancy Total	197,780	273,446	333,017	242,300	-	(242,300)	-100%	35

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	
	Actual	Actual	Year-End	Budget	Adopted	
			Estimate		Budget*	
36 FTE						36
37 General Manager	-	-	0.1	-	-	37
38 Capital Projects Manager	0.2	-	0.6	-	-	38
39 Contracts/Procurement Specialist	-	-	0.1	-	-	39
40 Safety & Loss Control Specialist	0.1	-	-	-	-	40
41 Network Administrator	-	-	0.1	-	-	41
42 Marketing & Communications Coordinator	-	-	0.1	-	-	42
43 Total FTE	0.3	-	1.0	-	-	43

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Special Transportation Fund

The Special Transportation Fund is used to account for the following eight programs:

CherryLift

Origin-to-destination transportation service for people whose disability prevents them from using the fixed route bus system (Cherriots).

RED LINE

Shopper shuttle and dial-a-ride services for seniors and people with disabilities.

CARTS

Deviated and flex-route transportation for rural Marion and Polk Counties.

DMAP

Brokered Non-Emergency Medical Transportation for Medicaid and Oregon Health Plan recipients in Marion, Polk, and Yamhill Counties.

Trip Link Call Center

Reservation and scheduling center for all CherryLift, RED LINE, CARTS and DMAP rides.

Mobility Management/Travel Trainer

Eligibility determinations for CherryLift 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 the elderly and disabled.

Rideshare & TDM Grants

Carpool matching services for Marion, Polk, and Yamhill Counties; Coordination of vanpools in the Willamette Valley; Provision of alternative modes of transportation information to the public.

Cherriots

SALEM-KEIZER TRANSIT



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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Fund Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 Passenger Fares	441,172	434,312	413,879	425,850	430,450	4,600	1%	2
3 Federal Direct 5310 Funds	-	-	137,156	188,882	312,689	123,807	66%	3
4 Federal 5311 Funds	303,978	215,808	264,718	331,050	331,050	-	0%	4
5 Federal New Freedom	-	2,453	-	-	-	-	-	5
6 Federal 5310 Funds Through State	1,054,843	1,007,951	919,127	892,406	774,911	(117,495)	-13%	6
7 Federal 5310 Pass Through Funds	-	4,190	2,745	42,798	116,935	74,137	173%	7
8 Rideshare Grant	-	-	239,534	-	214,325	214,325		8
9 TDM Grant	-	-	40,047	-	174,138	174,138		9
10 DD53 Revenues	2,188,072	2,824,099	2,910,522	2,715,655	3,116,622	400,967	15%	10
11 Federal 5307	-	697,278	1,200,028	1,244,379	1,309,657	65,278	5%	11
12 DMAP Revenues	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	12
13 STF Pass Through Funds	75,982	87,604	78,279	72,916	72,916	-	0%	13
14 State STF Funds	640,990	639,525	450,151	588,025	1,303,802	715,777	122%	14
15 Transfers from Other Funds	1,656,859	877,648	492,447	639,051	118,460	(520,591)	-81%	15
16 Operating Revenues/Resources Total	11,847,324	12,649,840	13,686,560	13,546,970	15,722,114	2,175,144	16%	16
17 Operating Expenses/Requirements								17
18 Personnel services	964,055	814,763	976,618	859,707	1,347,481	487,774	57%	18
19 Materials and Services								19
20 Software Licensing Annual Maintenance	-	62,258	70,000	70,000	114,000	44,000	63%	20
21 Advertising Fees	161	2,254	958	1,800	23,298	21,498	1194%	21
22 Other Professional & Technical	27,689	151,570	50,536	45,650	82,500	36,850	81%	22
23 Temporary Help	8,755	-	-	-	-	-	-	23
24 Contract Maintenance Services	98,602	23,096	24,534	87,780	25,000	(62,780)	-72%	24
25 Brokerage Contract	708,656	731,880	844,299	720,500	776,911	56,411	8%	25
26 Towing & collision repairs	270	1,264	2,476	3,500	3,600	100	3%	26
27 Legal Services	7,088	2,025	5,085	17,500	19,500	2,000	11%	27
28 Other Services	16,907	11,579	12,180	19,820	13,276	(6,544)	-33%	28
29 Fuel-Cars & Other	653,644	661,637	695,481	802,050	802,500	450	0%	29
30 Lubricant & Coolant	12,576	13,231	10,961	21,460	20,300	(1,160)	-5%	30
31 Tires & tire supplies	3,940	27,361	45,102	78,420	61,000	(17,420)	-22%	31

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Fund Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
32 Parts, equipment & tools	38,141	86,369	116,940	145,185	124,270	(20,915)	-14%	32
33 Operating Supplies	7,732	3,165	5,123	11,300	7,100	(4,200)	-37%	33
34 Office Supplies	10,520	9,504	10,719	15,050	12,559	(2,491)	-17%	34
35 Other Materials & Supplies	2,286	1,339	1,902	4,250	12,250	8,000	188%	35
36 Utilities	30,842	29,437	31,731	29,910	27,696	(2,214)	-7%	36
37 5310 Pass-through Expense	-	-	2,745	42,798	116,935	74,137	173%	37
38 STF Pass-through Expense	75,982	69,558	78,279	72,916	72,916	-	0%	38
39 Contract Transportation	8,050,578	8,671,688	9,458,186	9,382,200	10,568,238	1,186,038	13%	39
40 Dues & Subscriptions	1,376	472	1,150	800	3,600	2,800	350%	40
41 Advertising/Promotion Media	-	-	54,406	-	58,000	58,000		41
42 Travel, meetings, training, education	29,191	19,101	25,295	19,600	27,800	8,200	42%	42
43 Guarantee Ride Home	-	-	1,958	-	5,000	5,000		43
44 Printing	6,941	12,633	17,015	20,500	27,500	7,000	34%	44
45 Match Expense	899,173	1,059,630	1,093,192	1,020,000	1,147,852	127,852	13%	45
46 Other Misc. Expenses	900	632	881	256,384	7,200	(249,184)	-97%	46
47 Lease-Building	61,787	61,800	61,804	62,000	62,000	-	0%	47
48 Call Center Allocation	-	-	-	-	-	-		48
49 Materials and Services Total	10,753,737	11,713,483	12,722,938	12,951,373	14,222,801	1,271,428	10%	49
50 Capital Outlay	-	7,500	-	-	-	-		50
51 Operating Expenses/Requirements Total	11,717,792	12,535,746	13,699,556	13,811,080	15,570,282	1,759,202	13%	51
52 Operating Revenue/Resources less Operating Expenses/Requirements	129,532	114,094	(12,996)	(264,110)	151,832	415,942	-157%	52
53 Transfer Out Miscellaneous	(2,000)	(33,447)	(5,914)	(2,000)	(533,732)	(531,732)	26587%	53
54 Net Operating and Transfers to Other Funds Total	127,532	80,647	(18,910)	(266,110)	(381,900)	(115,790)	44%	54
55 Reserve Working Capital	-	-	-	(763,104)	(640,895)	122,209	-16%	55
56 Net Operating, Transfers to Other Funds, and Reserve Working Capital Total	127,532	80,647	(18,910)	(1,029,214)	(1,022,795)	6,419	-1%	56
57 Beginning Working Capital	833,525	961,057	1,041,704	1,029,214	1,022,795	(6,419)	-1%	57
58 Ending Working Capital	961,057	1,041,704	1,022,794	-	-	-		58

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Fund Program Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1 CherryLift								1
2 Personnel services	285,842	320,114	258,611	323,480	356,577	33,097	10%	2
3 Materials and services	4,099,041	4,697,565	4,810,087	4,804,282	5,137,328	333,046	7%	3
4 Total	4,384,883	5,017,679	5,068,698	5,127,762	5,493,905	366,143	7%	4
5 REDLINE								5
6 Personnel services	-	16,542	4,548	8,820	33,504	24,684	280%	6
7 Materials and services	184,315	172,650	175,552	233,099	229,565	(3,534)	-2%	7
8 Total	184,315	189,192	180,100	241,919	263,069	21,150	9%	8
9 CARTS								9
10 Personnel services	132,992	71,570	83,163	80,620	151,912	71,292	88%	10
11 Materials and services	1,163,085	1,080,281	1,198,594	1,532,313	1,306,290	(226,023)	-15%	11
Capital outlay	-	7,500	-	-	-			
12 Total	1,296,077	1,151,851	1,281,757	1,612,933	1,458,202	(154,731)	-10%	12
13 DMAP								13
14 Personnel services	234,946	154,978	175,066	171,224	174,759	3,535	2%	14
15 Materials and services	5,250,482	5,703,994	6,362,861	6,234,734	7,271,400	1,036,666	17%	15
16 Total	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	16
17 Trip Link Call Center								17
18 Personnel services	33,797	16,886	38,368	24,803	66,725	41,922	169%	18
19 Materials and services	(33,797)	(16,886)	(38,368)	(24,803)	(66,725)	(41,922)	169%	19
20 Total	-	-	-	-	-	-		20
21 Mobility Management/Travel Trainer								21
22 Personnel services	175,979	131,944	107,852	159,160	288,691	129,531	81%	22
23 Materials and services	8,720	2,894	7,175	14,700	11,336	(3,364)	-23%	23
24 Total	184,699	134,838	115,027	173,860	300,027	126,167	73%	24
25 Special Transportation Coordination								25
26 Personnel services	100,498	102,729	131,323	91,600	24,607	(66,993)	-73%	26
27 Materials and services	81,893	76,630	105,150	157,048	195,851	38,803	25%	27
28 Total	182,391	179,359	236,473	248,648	220,458	(28,190)	-11%	28

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Fund Program Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
29 Rideshare/TDM							29
30 Personnel services	-	-	177,692	-	250,706	250,706	30
31 Materials and Services	-	-	101,889	-	137,757	137,757	31
32 Total	-	-	279,581	-	388,463	388,463	32

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

CherryLift

Origin-to-destination transportation service for people whose disability prevents them from using the fixed route bus system (Cherriots).

Revenues/Resources

- Passenger Fares – funds collected from passengers at a rate of \$3 per ride.
- DD53 Revenues – Medicaid grant funds received for transporting passengers qualified to ride Cherrylift under the DD53 requirements. This was increased by approximately \$401,000 due to an increase in eligible rides.
- Federal 5307 – this is a FTA Urbanized Area Formula Grant that has an 80/20 matching ratio. This means that 80% of the program expenses (approximately \$1.3 million) can be covered by federal funds while the remaining 20% of expenses have to be covered either by a state grant or local funds. The increase of approximately \$65,000 reflects an increase in the ADA portion as well as increased preventative maintenance expense.
- Federal 5310 Funds Through State – these federal funds, administered through the State of Oregon, have an 89.73/10.27 match ratio (award - \$112,163) and are awarded on a biennium basis.

- State STF Funds – these funds are a State grant awarded for Special Transportation programs and may be used as a match for federal grants. This grant is awarded on a biennium basis. The increase of approximately \$394,000 is due to two supplemental STF apportionments by the State.
- Transfers In – these funds are transferred from the General fund for grant match and to cover expenses not paid for by grants.

Materials and Services

- Other Professional & Technical – The increase of approximately \$39,000 is to certify and conduct interviews of approximately 800 applicants.
- Fuel-Cars & Other –146,000 gallons of fuel at an estimated \$3.85 per gallon.
- Tires & tire supplies – The line item is based on a lease rate of \$.004895 per mile, for an estimated 980,000 miles per vehicle, and 6 tires per vehicle.
- Parts, equipment & tools – this line includes the cost for replacement parts, two transmission rebuilds, and a wear and tear cost of approximately \$.046 per mile.

CherryLift

- Contract Transportation – this is the contract price for MV Transportation to operate the CherryLift vehicles. The contract with MV Transportation provides for a maximum of approximately 65,032 revenue hours at a rate of \$46.79 per hour. The proposed fiscal year 2014-15 budget reflects an increase of approximately \$161,000 to the maximum, not-to-exceed, contract amount.
- Match Expense – this line is the District’s matching requirement for Medicaid funds used to transport passengers qualified to ride CherryLift under DD53 requirements. It was increased by approximately \$128,000 in anticipation of increased DD53 rides.
- Call Center Allocation – the Trip Link Call Center expenses are allocated, based on call volume, to each of the programs that use the call center. 19 percent of the call center is allocated to CherryLift.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

CherryLift Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 Passenger Fares	219,085	211,292	207,521	220,000	207,000	(13,000)	-6%	2
3 Federal New Freedom	-	2,453	-	-	-	-		3
4 Federal 5310 Funds Through State	91,939	121,619	112,163	112,163	112,163	-	0%	4
5 DD53 Revenues	2,188,072	2,824,099	2,910,522	2,715,655	3,116,622	400,967	15%	5
6 Federal 5307	-	697,278	1,200,028	1,244,379	1,309,657	65,278	5%	6
7 State STF Funds	284,573	303,135	146,017	242,002	630,003	388,001	160%	7
8 Transfers from Other Funds	1,601,214	857,803	492,447	593,563	118,460	(475,103)	-80%	8
9 Operating Revenues/Resources Total	4,384,883	5,017,679	5,068,698	5,127,762	5,493,905	366,143	7%	9
10 Operating Expenses/Requirements								10
11 Personnel services	285,842	320,114	258,611	323,480	356,577	33,097	10%	11
12 Materials and Services								12
13 Advertising Fees	-	1,557	-	1,000	500	(500)	-50%	13
14 Other Professional & Technical	16,022	8,119	17,215	18,000	57,000	39,000	217%	14
15 Temporary Help	1,682	-	-	-	-	-		15
16 Contract Maintenance Services	15,959	15,962	16,813	17,000	18,000	1,000	6%	16
17 Towing & collision repairs	-	880	570	1,200	1,200	-	0%	17
18 Legal Services	945	23	-	3,000	4,000	1,000	33%	18
19 Other Services	1,343	581	1,158	3,500	2,200	(1,300)	-37%	19
20 Fuel-Cars & Other	478,679	512,370	500,000	562,100	562,000	(100)	0%	20
21 Lubricant & Coolant	8,075	9,200	6,687	8,500	7,500	(1,000)	-12%	21
22 Tires & tire supplies	359	20,013	22,713	30,800	33,000	2,200	7%	22
23 Parts, equipment & tools	23,875	55,317	45,570	68,700	56,700	(12,000)	-17%	23
24 Operating Supplies	3,568	1,871	4,613	4,000	5,000	1,000	25%	24
25 Office Supplies	940	24	47	900	600	(300)	-33%	25
26 Utilities	183	-	-	-	-	-		26
27 Contract Transportation	2,472,018	2,836,601	2,908,853	2,881,700	3,042,833	161,133	6%	27
28 Dues & Subscriptions	275	-	-	200	700	500	250%	28

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

CherryLift Revenues/Resources and Expenses/Requirements Summary		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
29	Travel, meetings, training, education	1,966	5,507	3	5,300	4,300	(1,000)	-19%	29
30	Printing	3,251	5,717	4,718	4,500	4,000	(500)	-11%	30
31	Match Expense	899,173	1,059,630	1,093,192	1,020,000	1,147,852	127,852	13%	31
32	Other Misc. Expenses	-	250	-	1,000	1,000	-	0%	32
33	Call Center Allocation	170,728	163,943	187,935	172,882	188,943	16,061	9%	33
34	Materials and Services Total	4,099,041	4,697,565	4,810,087	4,804,282	5,137,328	333,046	7%	34
35	Operating Expenses/Requirements Total	4,384,883	5,017,679	5,068,698	5,127,762	5,493,905	366,143	7%	35
36	FTE								36
37	Chief Operating Officer	-	-	-	-	0.1			37
38	Director of Operations	0.1	-	-	0.1	-			38
39	Maintenance Manager	0.1	-	0.1	-	-			39
40	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	0.1			40
41	Maintenance Training Supervisor	-	-	-	0.1	-			41
42	Contracted Transportation Manager	0.1	-	-	-	0.6			42
43	Contracted Transportation Supervisor	-	0.2	0.2	0.2	-			43
44	Outreach Representative	0.8	0.8	0.5	0.5	-			44
45	Mobility Coordinator	-	0.2	-	0.2	0.1			45
46	Medical Transportation Administrator	-	0.2	-	-	-			46
47	Accounting Specialist	-	-	0.1	0.1	-			47
48	Database Administrator	-	0.1	-	-	-			48
49	Purchasing Agent	-	-	-	0.1	-			49
50	Administrative Assistant	0.4	0.4	0.3	0.8	0.6			50
51	Journey Mechanic	1.1	0.4	0.9	0.3	0.8			51
52	Parts & Supplies Clerk	-	0.2	-	0.1	0.2			52
53	Service Technician	0.5	0.8	0.6	0.2	0.5			53
54	Service Worker	-	0.2	-	0.2	0.5			54
55	Total FTE	3.2	3.6	2.8	3.0	3.5			55

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

RED Line

Shopping shuttle and dial-a-ride services for seniors and people with disabilities.

Revenues/Resources

- Federal Direct 5310 Funds – enhanced mobility of seniors and individuals with disabilities funds.
- State STF Funds – these funds are a State grant awarded to special transportation programs and may be used as a match for federal grants.

Materials and Services

- Fuel-Cars & Other – This line item is for approximately 6,360 gallons of fuel at an estimated \$3.85 per gallon.
- Contract Transportation – this is the contract price for MV Transportation to operate the RED Line vehicles. The contract is for up to approximately 5,040 revenue hours at \$35.71 per hour.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

RED Line Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 Operating Revenues/Resources							
2 Beginning Working Capital	-	-	2,262	-	7,641	7,641	
3 Passenger Fares	-	6,792	8,655	6,000	8,650	2,650	44%
4 Federal Direct 5310 Funds	-	-	137,156	188,882	174,677	(14,205)	-8%
5 Federal 5310 Funds Through State	185,583	166,805	-	-	-	-	
6 State STF Funds	-	306	39,666	47,037	72,101	25,064	53%
7 Transfers from Other Funds	-	15,289	-	-	-	-	
8 Operating Revenues/Resources Total	185,583	189,192	187,739	241,919	263,069	21,150	9%
9 Operating Expenses/Requirements							
10 Personnel services	-	16,542	4,548	8,820	33,504	24,684	280%
11 Materials and Services							
12 Other Professional & Technical	-	16,556	-	6,800	-	(6,800)	-100%
13 Towing & collision repairs	-	100	-	500	600	100	20%
14 Legal Services	225	135	-	-	-	-	
15 Fuel-Cars & Other	-	9,221	21,979	23,950	24,501	551	2%
16 Lubricant & Coolant	-	423	170	1,750	1,800	50	3%
17 Tires & tire supplies	-	748	1,010	3,500	2,000	(1,500)	-43%
18 Parts, equipment & tools	-	3,806	2,492	6,000	3,620	(2,380)	-40%
19 Operating Supplies	-	3	10	-	100	100	
20 Contract Transportation	184,090	131,861	140,000	177,500	180,000	2,500	1%
21 Printing	-	3,528	-	4,000	2,000	(2,000)	-50%
22 Other Misc. Expenses	-	72	-	-	5,000	5,000	
23 Call Center Allocation	-	6,197	9,891	9,099	9,944	845	9%
24 Materials and Services Total	184,315	172,650	175,552	233,099	229,565	(3,534)	-2%
25 Operating Expenses/Requirements Total	184,315	189,192	180,100	241,919	263,069	21,150	9%
26 Operating Revenue/Resources less Operating Expenses/Requirements	1,268	-	7,639	-	-	-	
27 FTE							
28 Contracted Transportation Manager	-	-	-	-	0.1		

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

CARTS

Deviated and flex-route transportation for rural Marion and Polk Counties.

Revenues/Resources

- Beginning Working Capital – these funds are left over resources from previous years and are used to cover a shortfall of resources in the current year.
- Passenger Fares – funds collected from passengers.
- Federal 5311 Funds – this is a FTA Rural Area Formula grant administered through the State of Oregon. The matching ratio is 56.08/43.92 (award - \$331,050).
- Federal 5310 Funds Through State – these federal funds, administered through the State of Oregon, have an 89.73/10.27 match ratio (award - \$577,696). The award is made on a biennium basis; only one year is budgeted.
- State STF Funds – these funds are a State grant awarded for Special Transportation programs. State grants are used as a match for the federal grant funds. The approximate increase of \$254,000 is due to two supplemental STF apportionments by the State.

Materials and Services

- Fuel-Cars & Other – This line item is for approximately 56,000 gallons of fuel at an estimated \$3.85 per gallon.

- Tires & tire supplies – This was decreased approximately \$17,000 to be in line with current year projections.
- Parts, equipment & tools – this line includes the cost for replacement parts, two transmission rebuilds, and wear and tear cost of approximately \$.14 per mile.
- Contract Transportation – this is the contract price for MV Transportation to operate the CARTS vehicles. The contract is for up to approximately 1,466 revenue hours per month at \$53.58 per hour.
- Other Miscellaneous Expense – this line decreased by approximately \$220,000 due to the funds being used to purchase a CARTS bus instead of replacing the fareboxes on all CARTS buses.
- Transfers to Other Funds – The increase of approximately \$532,000 is being transferred to the capital project fund to purchase a CARTS bus and ITS upgrades for all CARTS buses.

Cherriots

SALEM-KEIZER TRANSIT



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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

CARTS Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 Operating Revenues/Resources							
2 Beginning Working Capital	264,713	335,949	398,551	266,110	374,260	108,150	41%
3 Passenger Fares	222,087	216,228	197,703	199,850	214,800	14,950	7%
4 Federal 5311 Funds	303,978	215,808	247,754	331,050	331,050	-	0%
5 Federal 5310 Funds Through State	556,213	531,253	577,696	577,696	577,696	-	0%
6 State STF Funds	285,219	283,758	238,226	238,227	492,129	253,902	107%
7 Operating Revenues/Resources Total	1,632,210	1,582,996	1,659,930	1,612,933	1,989,935	377,002	23%
8 Operating Expenses/Requirements							
9 Personnel Services	132,992	71,570	83,163	80,620	151,912	71,292	88%
10 Materials and Services							
11 Other Professional & Technical	11,319	5,139	5,477	17,350	8,000	(9,350)	-54%
12 Contract Maintenance Services	10,719	4,925	5,101	14,780	6,000	(8,780)	-59%
13 Towing & collision repairs	270	284	1,906	1,800	1,800	-	0%
14 Legal Services	1,148	23	-	2,000	2,000	-	0%
15 Other Services	959	24	192	4,820	4,076	(744)	-15%
16 Fuel-Cars & Other	174,965	140,045	173,502	216,000	216,000	-	0%
17 Lubricant & Coolant	4,501	3,609	4,103	11,210	11,000	(210)	-2%
18 Tires & tire supplies	3,581	6,600	21,379	44,120	26,000	(18,120)	-41%
19 Parts, equipment & tools	12,486	26,632	68,269	69,485	61,950	(7,535)	-11%
20 Operating Supplies	4,164	842	500	6,800	1,000	(5,800)	-85%
21 Office Supplies	321	-	-	900	1,000	100	11%
22 Other Materials & Supplies	597	-	-	2,250	2,250	-	0%
23 Utilities	15	-	-	200	-	(200)	-100%
24 Contract Transportation	919,323	872,644	896,116	897,000	942,725	45,725	5%
25 Travel, meetings, training, education	-	-	1,200	300	500	200	67%
26 Printing	1,567	2,500	1,066	5,000	2,000	(3,000)	-60%
27 Other Misc. Expenses	77	-	-	220,100	100	(220,000)	-100%
28 Call Center Allocation	17,073	17,014	19,783	18,198	19,889	1,691	9%
29 Materials and Services Total	1,163,085	1,080,281	1,198,594	1,532,313	1,306,290	(226,023)	-15%
30 Capital Outlay	-	7,500	-	-	-	-	-

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

CARTS Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
31 Operating Expenses/Requirements Total	1,296,077	1,159,351	1,281,757	1,612,933	1,458,202	(154,731)	-10%	31
Operating Revenue/Resources less								
32 Operating Expenses/Requirements	336,133	423,645	378,173	-	531,733	531,733		32
33 Transfers to Other Funds	-	(25,096)	(3,914)	-	(531,733)	(531,733)		33
Net Operating and Transfers to Other								
34 Funds Total	336,133	398,549	374,259	-	-	-		34
35 FTE								35
36 Vehicle Maintenance Supervisor	0.1	-	0.1	0.1	0.1			36
37 Contracted Transportation Manager	0.1	-	-	-	-			37
38 Contracted Transportation Supervisor	-	-	0.1	-	-			38
39 Long-Range Planning Analyst	-	-	-	-	0.1			39
40 Administrative Assistant	0.3	-	-	-	-			40
41 Parts & Supply Clerk	-	0.1	-	-	-			41
42 Journey Mechanic	0.8	0.2	0.6	0.2	0.6			42
43 Service Technician	0.2	0.4	0.3	0.1	0.4			43
44 Service Worker	-	0.1	-	0.1	0.4			44
45 Total FTE	1.5	0.8	1.1	0.5	1.6			45

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

DMAP

Brokered Non-Emergency Medical Transportation for Medicaid and Oregon Health Plan recipients in Marion, Polk, and Yamhill Counties.

Revenues/Resources

- DMAP Revenues – all DMAP expenses are reimbursed by the State of Oregon Department of Human Services. The increase of approximately \$1 million is to cover the projected increase in eligible recipients.

Materials and Services

- Contract Transportation – this is the approximate contract price for private providers to provide non-emergency medical transportation. The District contracts with approximately 21 private providers to provide rides efficiently, and in a manner that minimizes costs and maximizes value for the State, while meeting clients' needs. The increase of approximately \$977,000 is in anticipation of an 18 percent increase in the number of eligible clients using the service.
- Lease-Building – allocation for the TripLink Call Center building for DMAP operations.
- Call Center Allocation – the TripLink Call Center expenses are allocated based on call volume, to

each of the programs that use the call center. 78 percent of the call center is allocated to DMAP. This increased by approximately \$65,000 due to increased call center costs.

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

DMAP Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 DMAP Revenues	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	2
3 Operating Revenues/Resources Total	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	3
4 Operating Expenses/Requirements								4
5 Personnel services	234,946	154,978	175,066	171,224	174,759	3,535	2%	5
6 Materials and Services								6
7 Advertising Fees	162	-	-	-	-	-	-	7
8 Other Professional & Technical	228	121,493	-	500	1,000	500	100%	8
9 Temporary Help	7,073	-	-	-	-	-	-	9
10 Contract Maintenance Services	1,163	488	-	1,000	1,000	-	0%	10
11 Legal Services	158	1,800	315	8,000	6,000	(2,000)	-25%	11
12 Other Services	8,789	10,975	9,860	11,000	6,000	(5,000)	-45%	12
13 Parts, equipment & tools	250	-	-	-	-	-	-	13
14 Operating Supplies	-	450	-	-	-	-	-	14
15 Office Supplies	1,257	2,487	1,758	1,500	2,500	1,000	67%	15
16 Other Materials & Supplies	1,689	1,338	798	2,000	2,000	-	0%	16
17 Utilities	1,007	1,148	1,286	710	360	(350)	-49%	17
18 Contract Transportation	4,475,146	4,826,392	5,513,217	5,426,000	6,402,680	976,680	18%	18
19 Dues & Subscriptions	858	291	-	400	400	-	0%	19
20 Travel, meetings, training, education	23,418	10,867	1,896	6,800	6,200	(600)	-9%	20
21 Printing	1,626	853	406	5,000	5,500	500	10%	21
22 Other Misc. Expenses	32	65	-	100	100	-	0%	22
23 Lease-Building	61,787	61,800	61,804	62,000	62,000	-	0%	23
24 Call Center Allocation	665,839	663,547	771,521	709,724	775,660	65,936	9%	24
25 Materials and Services Total	5,250,482	5,703,994	6,362,861	6,234,734	7,271,400	1,036,666	17%	25
26 Operating Expenses/Requirements Total	5,485,428	5,858,972	6,537,927	6,405,958	7,446,159	1,040,201	16%	26

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

DMAP Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
27 FTE							27
28 Chief Operating Officer	-	-	0.1	-	0.1		28
29 Director of Operations	0.1	0.1	-	0.1	-		29
30 Contracted Transportation Manager	0.8	-	-	-	0.2		30
31 Contracted Transportation Supervisor	-	0.7	0.6	0.6	-		31
32 Medical Transportation Administrator	-	-	0.1	-	0.9		32
33 Human Resources Assistant I	-	-	-	-	0.1		33
34 DMAP Trainer	0.9	-	-	-	-		34
35 Accounting Specialist	0.1	0.1	0.1	0.1	0.2		35
36 Administrative Assistant	0.8	0.7	0.8	1.0	0.4		36
37 Total FTE	2.7	1.6	1.7	1.8	1.9		37

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Trip Link Call Center

Reservation and scheduling center for all CherryLift, CARTS, RED Line, and Non-Emergency Medical Transportation rides (DMAP).

Materials and Services

- Software Licensing Annual Maintenance – this line is for Route Match software. The \$44,000 increase is due to annual RouteMatch increase and upgrades to an Interactive Voice Response (IVR) system.
- Contract Maintenance Services – this line includes the cost to maintain the associated costs for operation of the phone system used by the call center. The cost was decreased by \$55,000 due to the phone system being replaced in the current year.
- Brokerage Contract – this is the contract price for MV Transportation to operate the Trip Link Call Center. The contract amount is not to exceed approximately \$777,000. The increase of approximately \$56,000 is due to increasing the hours of operation and staffing costs.
- Utilities – this line includes the cost for the telephone system and Comcast charges.

- Call Center Allocation – the Trip Link Call Center expenses are allocated based on call volume, to each of the projects that use the call center. This was increased by approximately \$83,000 as a result of higher operating costs. The call center is allocated to the following programs:

- CherryLift – 19 %
- CARTS – 2 %
- RED Line – 1 %
- DMAP – 78 %

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change		
Trip Link Call Center Expenses/Requirements Summary									
1	Operating Expenses/Requirements							1	
2	Personnel services	33,797	16,886	38,368	24,803	66,725	41,922	169%	2
3	Materials and Services							3	
4	Software Licensing and Annual Maintenance	-	62,258	70,000	70,000	114,000	44,000	63%	4
5	Other Professional & Technical	119	-	300	-	500	500		5
6	Contract Maintenance Services	70,760	1,721	2,619	55,000	-	(55,000)	-100%	6
7	Brokerage Contract	708,656	731,880	844,299	720,500	776,911	56,411	8%	7
8	Legal Services	23	45	-	-	3,000	3,000		8
9	Other Services	5,378	-	-	-	-	-		9
10	Parts, equipment & tools	283	614	20	1,000	500	(500)	-50%	10
11	Operating Supplies	-	-	-	500	500	-	0%	11
12	Office Supplies	5,743	6,208	5,956	10,000	5,000	(5,000)	-50%	12
13	Utilities	28,813	27,400	27,567	28,000	25,000	(3,000)	-11%	13
14	Contract Transportation	67	15	-	100	2,300	2,200	2200%	14
15	Travel, meetings, training, education	-	30	-	-	-	-		15
16	Call Center Allocation	(853,639)	(847,057)	(989,129)	(909,903)	(994,436)	(84,533)	9%	16
17	Materials and Services Total	(33,797)	(16,886)	(38,368)	(24,803)	(66,725)	(41,922)	169%	17
18	Operating Expenses/Requirements Total	-	-	-	-	-	-		18
19	FTE							19	
20	Planning & Technology Services Manager	-	-	-	-	0.1			20
21	Technology Services Support Analyst	0.1	0.1	0.5	-	0.4			21
22	Network Administrator	0.1	-	-	-	0.1			22
23	DMAP Trainer	0.1	-	-	-	-			23
24	Accounting Specialist	0.1	-	0.1	-	0.1			24
25	Total FTE	0.4	0.1	0.6	-	0.7			25

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Mobility Management/Travel Trainer

Eligibility and coordination of travel training and mobility coordination programs.

Revenues/Resources

- Federal Direct 5310 Funds – enhanced mobility of seniors and individuals with disabilities funds.
- Federal 5310 Funds Through State – this is a federal grant administered through the State of Oregon, and has an 89.73/10.27 match ratio (award - \$56,184). They are awarded on a biennium basis and budgeted annually.
- State STF Funds – these funds are a State grant awarded to Special Transportation programs and can be used as a match for federal grants.

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Mobility Management/Travel Trainer					FY2014-15	Change from		
Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year- End Estimate	FY2013-14 Budget	Adopted Budget*	FY2013-14 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 Federal Direct 5310 Funds	-	-	-	-	138,012	138,012		2
3 Federal 5310 Funds Through State	83,597	94,119	103,213	83,598	56,184	(27,414)	-33%	3
4 State STF Funds	45,457	38,150	11,814	44,774	105,831	61,057	136%	4
5 Transfers from Other Funds	55,645	4,557	-	45,488	-	(45,488)	-100%	5
6 Operating Revenues/Resources Total	184,699	136,826	115,027	173,860	300,027	126,167	73%	6
7 Operating Expenses/Requirements								7
8 Personnel services	175,979	131,944	107,852	159,160	288,691	129,531	81%	8
9 Materials and Services								9
10 Other Professional & Technical	-	263	-	3,000	3,000	-	0%	10
11 Legal Services	-	-	-	2,000	1,000	(1,000)	-50%	11
12 Other Services	438	-	-	500	-	(500)	-100%	12
13 Parts, equipment & tools	1,247	-	-	-	1,000	1,000		13
14 Office Supplies	2,070	569	620	1,500	1,000	(500)	-33%	14
15 Utilities	523	392	336	600	336	(264)	-44%	15
16 Dues & Subscriptions	87	-	-	-	-	-		16
17 Travel, meetings, training, education	3,656	1,420	5,338	5,600	3,500	(2,100)	-38%	17
18 Printing	-	-	-	1,000	1,000	-	0%	18
19 Other Misc. Expenses	699	250	881	500	500	-	0%	19
20 Materials and Services Total	8,720	2,894	7,175	14,700	11,336	(3,364)	-23%	20
21 Operating Expenses/Requirements Total	184,699	134,838	115,027	173,860	300,027	126,167	73%	21
22 Operating Revenue/Resources less Operating Expenses/Requirements	-	1,988	-	-	-	-		22
23 Transfers to Other Funds	-	(1,988)	-	-	-	-		23
24 Net Operating and Transfers to Other Funds Total	-	-	-	-	-	-		24

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Mobility Management/Travel Trainer						FY2014-15	Change from	
Revenues/Resources and Expenses/Requirements	FY2011-12	FY2012-13	FY2013-14 Year-	FY2013-14	Adopted	FY2013-14	Percent	
Summary	Actual	Actual	End Estimate	Budget	Budget*	Budget	Change	
25 FTE								25
26 Director of Operations	-	0.1	-	0.1	-			26
27 Outreach Representative	1.2	1.1	0.5	0.5	1.8			27
28 Mobility Coordinator	1.0	0.8	1.0	0.8	0.8			28
29 Customer Service Supervisor	-	-	-	-	0.1			29
30 Administrative Assistant	-	-	-	0.3	-			30
31 Total FTE	2.2	2.0	1.5	1.7	2.7			31

* Amounts as proposed by the Budget Officer, approved by the Budget Committee, and adopted by the Board of Directors.

Special Transportation Coordination

Coordination and administration of Federal and State funds for transportation of the elderly and disabled.

Revenues/Resources

- Federal 5310 Funds Through State – this is a federal grant administered through the State of Oregon, which has an 89.73/10.27 match ratio (award - \$28,868). The grants are awarded on a biennium basis and are budgeted annually.
- Federal 5310 Pass Through Funds – these funds are administered by the District and awarded to other agencies. This amount was increased by roughly \$74,000 to align with the remaining 2013-2015 biennial appropriation amount. These funds have been awarded to the following agencies:

○ Catholic Community Services	\$38,855
○ West Valley Hospital	\$4,395
○ Woodburn	\$56,161
○ Silverton Trolley	\$17,524
	<hr/>
	\$116,935
- STF Pass Through Funds – State funds administered by the District and awarded to other agencies. These funds have been awarded to the Silverton Trolley and Woodburn Transit.

Materials and Services

- 5310 Pass-through Expense – This line is for administering the funds awarded to other agencies.
- STF Pass-through Expense – This line is for administering the funds awarded to other agencies.
- Other Miscellaneous Expense – this line was higher in the current year for a Comprehensive Operational Analysis of the CARTS system.

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Coordination		FY2013-14			FY2014-15	Change from		
Revenues/Resources and Expenses/Requirements	FY2011-12	FY2012-13	Year-End	FY2013-14	Adopted	FY2013-14	Percent	
Summary	Actual	Actual	Estimate	Budget	Budget*	Budget	Change	
1 Operating Revenues/Resources								1
2 Net Working Capital	568,812	622,846	640,892	763,104	640,894	(122,210)	-16%	2
3 Federal 5311 Funds	-	-	16,964	-	-	-		3
4 Federal 5310 Funds Through State	137,511	94,155	126,055	118,948	28,868	(90,080)	-76%	4
5 Federal 5310 Pass Through Funds	-	4,190	2,745	42,798	116,935	74,137	173%	5
6 STF Pass Through Funds	75,982	87,604	78,279	72,916	72,916	-	0%	6
7 State STF Funds	25,741	14,175	14,428	15,986	3,739	(12,247)	-77%	7
8 Operating Revenues/Resources Total	808,046	822,970	879,363	1,013,752	863,352	(150,400)	-15%	8
9 Operating Expenses/Requirements								9
10 Personnel services	100,498	102,729	131,323	91,600	24,607	(66,993)	-73%	10
11 Materials and Services								11
12 Advertising Fees	-	697	-	800	800	-	0%	12
13 Other Professional & Technical	-	-	20,765	-	-	-		13
14 Legal Services	4,590	-	2,880	2,500	2,500	-	0%	14
15 Office Supplies	189	216	92	250	-	(250)	-100%	15
16 Utilities	300	496	96	400	-	(400)	-100%	16
17 5310 Pass-through Expense	-	-	2,745	42,798	116,935	74,137	173%	17
18 STF Pass-through Expense	75,982	69,558	78,279	72,916	72,916	-	0%	18
19 Contract Transportation	-	4,190	-	-	-	-		19
20 Dues & Subscriptions	157	181	-	200	200	-	0%	20
21 Travel, meetings, training, education	85	1,292	293	1,500	1,500	-		21
22 Printing	498	-	-	1,000	500	(500)	-50%	22
23 Other Misc. Expenses	92	-	-	34,684	500	(34,184)	-99%	23
24 Materials and Services Total	81,893	76,630	105,150	157,048	195,851	38,803	25%	24
25 Operating Expenses/Requirements Total	182,391	179,359	236,473	248,648	220,458	(28,190)	-11%	25
26 Operating Revenue/Resources less Operating Expenses/Requirements	625,655	643,611	642,890	765,104	642,894	(122,210)	-16%	26

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Special Transportation Coordination				FY2013-14			FY2014-15	Change from	
Revenues/Resources and Expenses/Requirements	FY2011-12	FY2012-13	Year-End	FY2013-14	Adopted	FY2013-14	Percent		
Summary	Actual	Actual	Estimate	Budget	Budget*	Budget	Change		
27 Transfers to Other Funds									27
28 Transfer Out Miscellaneous	(2,000)	(2,718)	(2,000)	(2,000)	(2,000)	-	0%		28
Net Operating and Transfers to Other Funds									
29 Total	623,655	640,893	640,890	763,104	640,894	(122,210)	-16%		29
30 FTE									30
31 Planning & Development Specialist	0.7	0.6	1.0	0.5	-				31
32 Medical Transportation Administrator	-	0.2	0.6	-	-				32
33 Grants Administrator Financial Analyst	0.1	0.1	0.1	0.2	-				33
34 Administrative Assistant	0.1	0.1	0.1	0.1	0.1				34
35 Total FTE	0.9	1.0	1.8	0.8	0.1				35

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Rideshare/TDM

The Rideshare/Transportation Demand Management (TDM) program functions include:

- Carpool matching services in Marion, Polk, and Yamhill Counties.
- Coordination of vanpools in the Willamette Valley.
- Provision of alternative modes of transportation information to the public.
- Coordination of employer outreach programs.

Materials & Services

- Advertising Fees - Advertising campaigns that support the mission of the Rideshare program. An example would be corridor marketing campaign or partnership with a regional trip reduction campaign.
- Advertising/Promotion Media - Materials produced to support advertising campaign activities.

Funding

- The Rideshare/TDM program is funded by two Federal Highway Administration grants, allocated to the Metropolitan Planning Organization as Surface Transportation Program-Urban funds. Per the request of the Oregon Department of Transportation the expenses for the Rideshare and Transportation Demand Management grants will be tracked separately. To facilitate this, the Rideshare program has been moved to the

Special Transportation Fund. The approximately \$214,000 Rideshare Grant does not require a match. The approximately \$174,000 Transportation Demand Management Grant has an 89.73/10.27 matching ratio. The approximate \$18,000 in matching funds comes in the form of an "In Kind" match for the space that the program uses.

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Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent
Rideshare & TDM Grants Revenues/Resources and Expenses/Requirements Summary	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change
1 Operating Revenues/Resources							
2 Rideshare Grant	-	-	239,534	-	214,325	214,325	
3 Operating Expenses/Requirements							
4 Personnel services	-	-	143,400	-	138,286	138,286	
5 Materials and Services							
6 Advertising Fees	-	-	958	-	12,036	12,036	
7 Other Professional & Technical	-	-	6,776	-	7,280	7,280	
8 Legal Services	-	-	1,890	-	552	552	
9 Other Services	-	-	971	-	552	552	
10 Parts, equipment & tools	-	-	588	-	276	276	
11 Operating Supplies	-	-	-	-	276	276	
12 Office Supplies	-	-	2,193	-	1,357	1,357	
13 Other Materials & Supplies	-	-	1,105	-	4,416	4,416	
14 Utilities	-	-	2,446	-	1,104	1,104	
15 Dues & Subscriptions	-	-	863	-	1,270	1,270	
16 Advertising/Promotion Media	-	-	50,000	-	32,016	32,016	
17 Travel, meetings, training, education	-	-	15,561	-	5,244	5,244	
18 Guarantee Ride Home	-	-	1,958	-	2,760	2,760	
19 Printing	-	-	10,825	-	6,900	6,900	
20 Materials and Services Total	-	-	96,134	-	76,039	76,039	
21 Operating Expenses/Requirements Total	-	-	239,534	-	214,325	214,325	
22 Operating Revenue/Resources less Operating Expenses/Requirements	-	-	-	-	-	-	
23 Operating Revenues/Resources							
24 TDM Grant	-	-	40,047	-	174,138	174,138	
25 Operating Expenses/Requirements							
26 Personnel services	-	-	34,292	-	112,420	112,420	
27 Materials and Services							
28 Advertising Fees	-	-	-	-	9,962	9,962	

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

		FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent
	Rideshare & TDM Grants Revenues/Resources and Expenses/Requirements Summary	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change
29	Other Professional & Technical	-	-	-	-	5,720	5,720	29
30	Legal Services	-	-	-	-	448	448	30
31	Other Services	-	-	-	-	448	448	31
32	Parts, equipment & tools	-	-	-	-	224	224	32
33	Operating Supplies	-	-	-	-	224	224	33
34	Office Supplies	-	-	54	-	1,102	1,102	34
35	Other Materials & Supplies	-	-	-	-	3,584	3,584	35
36	Utilities	-	-	-	-	896	896	36
37	Dues & Subscriptions	-	-	288	-	1,030	1,030	37
38	Advertising/Promotion Media	-	-	4,407	-	25,984	25,984	38
39	Travel, meetings, training, education	-	-	1,006	-	4,256	4,256	39
40	Guarantee Ride Home	-	-	-	-	2,240	2,240	40
41	Printing	-	-	-	-	5,600	5,600	41
42	Materials and Services Total	-	-	5,755	-	61,718	61,718	42
43	Operating Expenses/Requirements Total	-	-	40,047	-	174,138	174,138	43
44	Operating Revenue/Resources less Operating Expenses/Requirements	-	-	-	-	-	-	44
45	FTE							45
46	Rideshare & Outreach Coordinator	-	-	1.0	-	1.0		46
47	Rideshare Representative	-	-	-	-	1.0		47
48	Rideshare Assistant	-	-	1.0	-	-		48
49	Total FTE	-	-	2.0	-	2.0		49

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Capital Projects Fund

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.

The proposed budget includes amounts that are expected to be spent during FY2014-15 and includes working capital reserves to help identify future requirements for some projects. The expenses/requirements are presented in two forms. First with three lines as it will appear on the Resolution to adopt the budget (Personnel Services, Materials and Services, and Capital Outlay), then by project. The revenues/resources are also presented by project.

The following is a brief description of the projects included in the proposed FY2014-15 Budget.

CNG Station Improvements – The proposed budget includes \$15,000 to rebuild a CNG compressor.

Del Webb Improvements – The proposed budget includes \$86,000 for maintenance fence upgrades, including a bus sensing device, \$50,000 to replace the flooring in the administration building, \$35,000 for an exhaust system, \$11,000 for a visitor intercom system, \$9,000 to replace the HVAC system in the administration building, and \$7,000 for a proximity card entrance for the vault door.

Shop Equipment – The proposed budget includes \$375,000 for replacement of three vehicle hoists, \$16,000 to replace the shop air compressor, \$15,000 to replace the tire machine, \$15,000 for computerized parts manuals, and \$5,000 to replace the heater pressure washer.

ADA Assessment Center – This project is funded with federal grant funds that are designated specifically for ADA improvements. The proposed budget includes \$306,889 for the design and engineering of an assessment center.

CherryLift Revenue Vehicles – The proposed budget includes \$710,000 to replace four buses and three vans, and \$72,000 for an ITS System for all CherryLift vehicles.

CARTS Revenue Vehicles – The proposed budget includes \$239,000 to replace one bus, and \$293,000 for an ITS System for all CARTS vehicles.

Nonrevenue Vehicles – The proposed budget includes \$75,000 for three additional operator relief vehicles.

Keizer Transit Center – The proposed budget includes \$2.3 million to be used at the Keizer Transit Center on further improvements. The potential projects include a signal light to facilitate turning left into and out of the transit center, a security fence to separate our property

Capital Projects Fund

from the railroad, covering the park and ride lot with solar panels and purchasing the adjacent vacant property.

South Salem Transit Center – This project is funded with federal sources. The proposed budget includes \$339,000 for the site selection process.

Bus Stops and Shelters – This project is funded with federal sources and is expected to continue into FY2015-16. The proposed budget includes over \$925,000 for bus stop and shelter improvements.

Technology Equipment – The proposed budget includes \$175,000 to replace the current Finance and Human Resource software packages with a single solution.

Other budgeted projects include \$20,000 for IT hardware replacement, \$75,000 for three additional operator relief vehicles, \$50,000 for a transit mall sprinkler system at Courthouse Square, \$60,000 carried forward from the FY2013-14 budget for the Del Webb landscape project, and \$188,000 for capital projects administration.

In addition to the Capital Projects fund budget you will find the District's 10-Year Capital Plan and Vehicle Replacement Schedule.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Capital Project Fund Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 Operating Revenues/Resources							
2 Federal JARC	-	4,076	53,047	24,236	-	(24,236)	-100%
3 Federal New Freedom	-	14,319	-	252,820	245,511	(7,309)	-3%
4 Federal 5310 Funds Through State	49,652	429,460	-	-	-	-	
5 Federal Flex Funds	-	-	-	1,879,400	2,581,935	702,535	37%
6 FTA 5339 Funds	-	-	-	100,000	-	(100,000)	-100%
7 Federal 5307	-	484,627	-	-	680,000	680,000	
8 FEDERAL OR-90 X144	71,549	-	-	-	-	-	
9 Federal STP Funds	1,380,810	17,020	-	980,000	940,976	(39,024)	-4%
10 Federal ARRA Funds	52,998	2,394,186	55,510	50,000	-	(50,000)	-100%
11 Federal 5309 Funds	196,572	1,927,153	376,726	1,056,900	2,797,581	1,740,681	165%
12 Lottery Backed Bonds Grant	-	-	3,500,000	-	-	-	
13 Connect Oregon Funds	726,420	247,225	-	-	-	-	
14 STF Pass Through Funds	-	-	-	-	72,000	72,000	
15 State STF Funds	-	1,283	-	-	-	-	
16 Miscellaneous	2,500	3,842,554	-	-	-	-	
17 Interest on Investments	-	3,231	2,047	-	-	-	
18 Transfers from Other Funds	2,468,758	1,304,421	1,335,781	2,170,696	2,442,786	272,090	13%
19 Operating Revenues/Resources Total	4,949,259	10,669,555	5,323,111	6,514,052	9,760,789	3,246,737	50%
20 Operating Expenses/Requirements							
21 Personnel Services	100,967	171,308	106,426	201,815	224,914	23,099	11%
22 Materials and Services	4,867	146,234	79,455	14,200	44,700	30,500	215%
23 Capital Outlay	2,846,644	8,818,630	5,264,815	5,921,122	6,163,634	242,512	4%
24 Operating Expenses/Requirements Total	2,952,478	9,136,172	5,450,696	6,137,137	6,433,248	296,111	5%
Operating Revenue/Resources less							
25 Operating Expenses/Requirements	1,996,781	1,533,383	(127,585)	376,915	3,327,541	2,950,626	783%
26 Reserved Working Capital	-	-	(1,000,000)	(3,282,374)	(5,936,728)	(2,654,354)	81%

* Amounts as proposed by the Budget Office, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Capital Project Fund Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
Net Operating and Reserve Working								
27 Capital Total	1,996,781	1,533,383	(1,127,585)	(2,905,459)	(2,609,187)	296,272	-10%	27
28 Beginning Working Capital	206,608	2,203,389	3,736,772	2,905,459	2,609,187	(296,272)	-10%	28
29 Ending Working Capital	2,203,389	3,736,772	2,609,187	-	-	-		29
FTE								
31 Capital Projects Manager	0.7	0.8	0.4	1.0	1.0			31
32 Chief Operating Officer	-	-	-	-	0.1			32
33 Contract/Procurement Specialist	-	0.2	0.2	-	0.2			33
34 Director of Transportation Development	-	-	-	-	0.1			34
35 Community Relations Officer	-	-	0.1	-	-			35
36 Planning and Technology Services Man:	-	0.1	-	-	-			36
37 Database Administrator	-	0.2	0.1	-	-			37
38 Network Administrator	-	-	0.1	-	-			38
39 Marketing & Communications Coordinat	-	0.1	-	-	-			39
40 Marketing/Social Media Specialist	-	0.4	-	-	-			40
41 Total FTE	0.7	1.8	0.9	1.0	1.4			41

* Amounts as proposed by the Budget Office, approved by the Budget Committee, and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Capital Projects Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 Operating Revenues/Resources							
2 Federal JARC	-	4,076	53,047	24,236	-	(24,236)	-100%
3 Federal New Freedom	-	14,319	-	252,820	245,511	(7,309)	-3%
4 Federal 5310 Funds Through State	49,652	429,460	-	-	-	-	
5 Federal Flex Funds	-	-	-	1,879,400	2,581,935	702,535	37%
6 FTA 5339 Funds	-	-	-	100,000	-	(100,000)	-100%
7 Federal 5307	-	484,627	-	-	680,000	680,000	
8 FEDERAL OR-90 X144	71,549	-	-	-	-	-	
9 Federal STP Funds	1,380,810	17,020	-	980,000	940,976	(39,024)	-4%
10 Federal ARRA Funds	52,998	2,394,186	55,510	50,000	-	(50,000)	-100%
11 Federal 5309 Funds	196,572	1,927,153	376,726	1,056,900	2,797,581	1,740,681	165%
12 Lottery Backed Bonds Grant	-	-	3,500,000	-	-	-	
13 Connect Oregon Funds	726,420	247,225	-	-	-	-	
14 STF Pass Through Funds	-	-	-	-	72,000	72,000	
15 State STF Funds	-	1,283	-	-	-	-	
16 Miscellaneous	2,500	3,842,554	-	-	-	-	
17 Interest on Investments	-	3,231	2,047	-	-	-	
18 Transfers from Other Funds	2,468,758	1,304,421	1,335,781	2,170,696	2,442,786	272,090	13%
19 Operating Revenues/Resources Total	4,949,259	10,669,555	5,323,111	6,514,052	9,760,789	3,246,737	50%
20 Operating Expenses/Requirements							
21 Capital Projects							
22 CNG Station Improvements	-	49,144	8,154	-	15,000	15,000	
23 Del Webb Improvements	202,942	1,200	121,636	249,945	259,000	9,055	4%
24 Shop Equipment	-	-	36,000	180,000	426,000	246,000	137%
25 ADA Assessment Center	-	3,041	-	298,400	306,889	8,489	3%
26 Administration Equipment	-	8,207	48,472	48,472	-	(48,472)	-100%
27 Cherriots Revenue Vehicles	1,508,174	-	-	-	-	-	

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Capital Projects Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change	
28 Cherrylift Revenue Vehicles	55,030	345,058	-	710,000	782,000	72,000	10%	28
29 CARTS Revenue Vehicles	38,142	146,594	3,914	-	531,732	531,732		29
30 Nonrevenue Vehicles	61,791	144,381	58,350	110,000	75,000	(35,000)	-32%	30
31 Keizer Transit Center	655,114	4,605,141	95,714	-	2,336,088	2,336,088		31
32 Rickreall Park & Ride	308,066	-	-	-	-	-		32
33 South Salem Transit Center	-	156,269	267,205	436,000	339,411	(96,589)	-22%	33
34 Bus Stops & Shelters	24,024	18,967	15,294	907,830	925,000	17,170	2%	34
35 Business Intelligence Project	9,038	185,452	82,483	50,000	-	(50,000)	-100%	35
36 Call Center Phones	-	1,391	31,979	-	-	-		36
37 Technology Equipment	49,393	28,491	25,000	103,650	195,000	91,350	88%	37
37 CH2 Remediation	1,313	3,414,775	4,318,033	2,399,825	-	(2,399,825)	-100%	37
38 CH2 Tenant Improvements	-	8,654	311,600	488,000	50,000	(438,000)	-90%	38
39 Capital Projects Total	2,913,027	9,116,765	5,423,834	5,982,122	6,241,120	258,998	4%	39
40 Capital Project Administration	39,451	19,407	26,862	155,015	192,128	37,113	24%	40
41 Operating Expenses/Requirements Total	2,952,478	9,136,172	5,450,696	6,137,137	6,433,248	296,111	5%	41
Operating Revenue/Resources less								
42 Operating Expenses/Requirements	1,996,781	1,533,383	(127,585)	376,915	3,327,541	2,950,626	783%	42
43 Reserved Working Capital	-	-	(1,000,000)	(3,282,374)	(5,936,728)	(2,654,354)	81%	43
Net Operating and Reserve Working								
44 Capital Total	1,996,781	1,533,383	(1,127,585)	(2,905,459)	(2,609,187)	296,272	-10%	44
45 Beginning Working Capital	206,608	2,203,389	3,736,772	2,905,459	2,609,187	(296,272)	-10%	45
46 Ending Working Capital	2,203,389	3,736,772	2,609,187	-	-	-		46

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Capital Revenues/Resources by Project	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 CNG Station Improvements							
2 Federal 5309 Funds	-	39,315	-	-	-	-	
3 Transfers from Other Funds	-	9,829	8,154	-	15,000	15,000	
4 CNG Station Improvements Total	-	49,144	8,154	-	15,000	15,000	
5 Del Webb Improvements							
6 Federal JARC	-	-	28,811	-	-	-	
7 Federal 5307	-	-	-	-	159,200	159,200	
8 Federal 5309 Funds	148,388	-	4,151	-	-	-	
9 Transfers from Other Funds	54,554	1,200	88,674	249,945	99,800	(150,145)	-60%
10 Del Webb Improvements Total	202,942	1,200	121,636	249,945	259,000	9,055	4%
11 Shop Equipment							
12 FTA 5339 Funds	-	-	-	100,000	-	(100,000)	-100%
13 Federal 5307	-	-	-	-	340,800	340,800	
14 Federal 5309 Funds	-	-	28,800	31,600	-	(31,600)	-100%
15 Transfers from Other Funds	-	-	7,200	48,400	85,200	36,800	76%
16 Shop Equipment Total	-	-	36,000	180,000	426,000	246,000	137%
17 ADA Assessment Center							
18 Federal New Freedom	-	2,433	-	238,700	245,511	6,811	3%
19 Transfers from Other Funds	-	608	-	59,700	61,378	1,678	3%
20 ADA Assessment Center Total	-	3,041	-	298,400	306,889	8,489	3%
21 Administration Equipment							
22 Federal JARC	-	4,076	24,236	24,236	-		
23 Transfers from Other Funds	-	4,131	24,236	24,236	-	(24,236)	-100%
24 Administration Equipment Total	-	8,207	48,472	48,472	-	(48,472)	-100%

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
Capital Revenues/Resources by Project	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
25 Cherriots Revenue Vehicles								25
26 Federal STP Funds	1,362,523	-	-	300,000	296,917	(3,083)	-1%	26
27 Transfers from Other Funds	145,651	-	1,000,000	34,340	360,400	326,060	950%	27
28 Cherriots Revenue Vehicles Total	1,508,174	-	1,000,000	334,340	657,317	322,977	97%	28
29 Cherrylift Revenue Vehicles								29
30 Federal 5310 Funds Through State	49,652	309,245	-	-	-	-		30
31 Federal 5309 Funds	-	-	-	589,300	589,300	-	0%	31
32 STF Pass Through Funds	-	-	-	-	72,000	72,000		32
33 Transfers from Other Funds	5,378	35,813	-	120,700	120,700	-	0%	33
34 Cherrylift Revenue Vehicles Total	55,030	345,058	-	710,000	782,000	72,000	10%	34
35 CARTS Revenue Vehicles								35
36 Federal 5310 Funds Through State	-	120,215	-	-	-	-		36
37 State STF Funds	-	1,283	-	-	-	-		37
38 Transfers from Other Funds	38,142	25,096	3,914	-	531,732	531,732		38
39 CARTS Revenue Vehicles Total	38,142	146,594	3,914	-	531,732	531,732		39
40 Nonrevenue Vehicles								40
41 Transfers from Other Funds	61,791	144,381	58,350	110,000	75,000	(35,000)	-32%	41
42 Keizer Transit Center								42
43 Federal 5307	-	417,613	-	-	-	-		43
44 FEDERAL OR-90 X144	71,549	-	-	-	-	-		44
45 Federal ARRA Funds	43,960	2,208,734	-	-	-	-		45
46 Federal 5309 Funds	48,184	1,731,570	76,570	-	1,868,870	1,868,870		46
47 Connect Oregon Funds	488,937	247,225	-	-	-	-		47
48 Miscellaneous	2,500	-	-	-	-	-		48
49 Transfers from Other Funds	-	-	19,143	-	467,218	467,218		49
50 Keizer Transit Center Total	655,130	4,605,142	95,713	-	2,336,088	2,336,088		50

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
Capital Revenues/Resources by Project	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
51 Rickreall Park & Ride								51
52 Connect Oregon Funds	237,482	-	-	-	-	-	-	52
53 Transfers from Other Funds	70,584	-	-	-	-	-	-	53
54 Rickreall Park & Ride Total	308,066	-	-	-	-	-	-	54
55 South Salem Transit Center								55
56 Federal 5309 Funds	-	156,268	267,205	436,000	339,411	(96,589)	-22%	56
57 Bus Stops & Shelters								57
58 Federal Flex Funds	-	-	-	1,879,400	2,581,935	702,535	37%	58
59 Federal STP Funds	18,287	17,020	-	680,000	644,059	(35,941)	-5%	59
60 Transfers from Other Funds	2,468	1,947	15,293	77,830	369,229	291,399	374%	60
61 Bus Stops & Shelters Total	20,755	18,967	15,293	2,637,230	3,595,223	957,993	36%	61
62 Business Intelligence Project								62
63 Federal ARRA Funds	9,038	185,452	55,510	50,000	-	(50,000)	-100%	63
64 Transfers from Other Funds	-	-	26,974	-	-	-	-	64
65 Business Intelligence Project Total	9,038	185,452	82,484	50,000	-	(50,000)	-100%	65
66 Call Center Phones								66
67 Transfers from Other Funds	-	1,391	31,979	-	-	-	-	67
68 Technology Equipment								68
69 Federal New Freedom	-	11,886	-	14,120	-	(14,120)	-100%	69
70 Federal 5307	-	-	-	-	140,000	140,000		70
71 Transfers from Other Funds	49,393	16,605	25,000	89,530	55,000	(34,530)	-39%	71
72 Technology Equipment Total	49,393	28,491	25,000	103,650	195,000	91,350	88%	72

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

	FY2011-12	FY2012-13	FY2013-14	FY2013-14	FY2014-15	Change from	Percent	
Capital Revenues/Resources by Project	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2013-14 Budget	Change	
73 CH2 Remediation								73
74 Federal 5307	-	67,014	-	-	-	-	-	74
75 Lottery Backed Bonds Grant	-	-	3,500,000	-	-	-	-	75
76 Miscellaneous	-	3,342,554	-	-	-	-	-	76
77 Interest on Investments	-	3,231	2,047	-	-	-	-	77
78 Transfers from Other Funds	2,001,313	1,044,014	-	1,201,000	-	(1,201,000)	-100%	78
79 CH2 Remediation Total	2,001,313	4,456,813	3,502,047	1,201,000	-	(1,201,000)	-100%	79
80 CH2 Tenant Improvements								80
81 Federal 5307	-	-	-	-	40,000	40,000		81
82 Miscellaneous	-	500,000	-	-	-	-		82
83 Transfers from Other Funds	-	-	-	-	10,000	10,000		83
84 CH2 Tenant Improvements Total	-	500,000	-	-	50,000	50,000		84
85 Capital Project Administration								85
86 Transfers from Other Funds	39,485	19,406	26,864	155,015	192,129	37,114	24%	86
87 Capital Revenues/Resources Total	4,949,259	10,669,555	5,323,111	6,514,052	9,760,789	3,246,737	50%	87

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Salem Area Mass Transit District
10-Year Capital Plan

	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19
Shop equipment	426,000	165,000	250,000	625,000	100,000
Del Webb Facility	259,000	75,000	75,000	75,000	75,000
Revenue Vehicles					
Cherriots	-	10,680,000	-	890,000	3,560,000
Cherrylift	782,000	-	-	-	-
CARTS	532,000	-	-	-	-
Support Vehicles	75,000	110,000	80,000	110,000	80,000
Transit Centers	2,675,000	3,000,000	3,250,000	3,250,000	3,500,000
Bus Stops & Shelters	925,000	500,000	500,000	750,000	750,000
Intelligent Transportation Systems	-	250,000	1,500,000	500,000	150,000
ADA Assessment Center	306,000	-	-		
Technology Equipment	195,000	100,000	100,000	100,000	100,000
Administration	190,000	160,000	160,000	160,000	160,000
Administration Equipment	25,000	25,000	25,000	25,000	25,000
Total	6,390,000	15,065,000	5,940,000	6,485,000	8,500,000
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24
Shop equipment	100,000	100,000	100,000	100,000	100,000
Del Webb Facility	75,000	75,000	75,000	75,000	75,000
Revenue Vehicles					
Cherriots	6,230,000	-	-	-	-
Support Vehicles	110,000	80,000	110,000	80,000	110,000
Transit Centers	3,250,000	3,250,000	3,250,000	-	-
Intelligent Transportation Systems	150,000	150,000	150,000	150,000	150,000
Technology Equipment	100,000	100,000	100,000	100,000	100,000
Administration	160,000	160,000	160,000	160,000	160,000
Administration Equipment	25,000	25,000	25,000	25,000	25,000
Total	10,200,000	3,940,000	3,970,000	690,000	720,000

Cherriots

SALEM-KEIZER TRANSIT



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Capital Improvement- Bus Replacement Plan

Cherriots



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
24	Orion 7	35'	CNG			24									
10	Orion 7	40'	CNG					2	8						
16	Gillig	35'	Bio-Diesel									14			2
12	Gillig	40'	Bio-Diesel												12

CARTS

1 Freightliner is being retired. Replaced with International Hybrid.



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
5	Startrans	25'	Gas					3	2						
5	Freightliner	34'	Diesel	2				3							
4	International	36'	Diesel	2								2			
1	International	34'	Hybrid									1			

Capital Improvement- Bus Replacement Plan

CherryLift

Grants currently secured to replace 17 CherryLift vehicles



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
3	Starcraft	26'	Diesel	3											
4	Champion	25'	Diesel	6											
6	Champion	25'	Gas	4											
1	Caravan	15'	Gas	1											
23	Starcraft	26'	Gas			6	17								
4	Arboc	22'	Gas							4					

REDLine



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
3	Startrans	25'	Gas	2			1								
2	Caravan	18'	Gas			2									

Facilities Maintenance Fund

The Facilities Maintenance fund was used to accumulate resources for facility improvements. During fiscal year 2012-13, accumulated funds were transferred from the Facilities Maintenance fund to the Capital Projects fund for the Courthouse Square Remediation project. The Facilities Maintenance fund was subsequently closed. In the future resources will be accumulated for facilities maintenance in the Capital Project fund.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Facilities Maintenance Fund Revenues/Resources and Expenses/Requirements Summary	FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Year-End Estimate	FY2013-14 Budget	FY2014-15 Adopted Budget*	Change from FY2013-14 Budget	Percent Change
1 Operating Revenues/Resources							1
2 Miscellaneous	927	-	-	-	-	-	2
3 <u>Operating Revenues/Resources Total</u>	<u>927</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	3
4 Transfers to Other Funds							4
5 Transfer to Capital Fund	-	(198,825)	-	-	-	-	5
6 <u>Transfers to Other Funds Total</u>	<u>-</u>	<u>(198,825)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	6
Net Operating and Transfers to Other Funds							
7 Total	927	(198,825)	-	-	-	-	7
8 Beginning Working Capital	197,899	198,825	-	-	-	-	8
9 <u>Ending Working Capital</u>	<u>198,826</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	9

* Amounts as proposed by the Budget Officer, approved by the Budget Committee and adopted by the Board of Directors.

Department FTE Count – Summary, Detail & By Fund

Cherriots

SALEM-KEIZER TRANSIT



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Summary Count		FY2011-12	FY2012-13	FY2013-14	FY2014-15	
		Actual	Actual	Budget	Adopted Budget	
1	General Manager	1.9	2.0	2.0	2.0	1
2	Community Relations	-	-	-	1.0	2
3	Administration					3
4	Human Resources	3.3	3.5	4.0	4.6	4
5	Human Resources Safety	0.9	1.0	1.0	1.0	5
6	Marketing and Communications	-	2.5	3.0	2.0	6
7	Finance	6.4	6.6	6.8	6.5	7
8	Administration Total	10.6	13.6	14.8	14.1	8
9	Transportation Development Division					9
10	Transportation Development Administration	4.9	3.4	4.5	3.7	10
11	Information Technology	3.8	3.9	5.0	4.4	11
12	Rideshare	1.5	2.0	2.0	-	12
13	Transportation Development Division Total	10.2	9.3	11.5	8.1	13
14	Operations Division					14
15	Operations Administration	3.7	3.4	3.9	3.0	15
16	Customer Service	6.1	6.1	6.0	6.1	
17	Vehicle Maintenance	24.1	23.8	26.3	24.4	17
18	Facility Maintenance	6.0	6.0	6.0	6.0	18
19	Security	1.0	1.0	1.0	1.0	19
20	Cherriots Fixed Route Service	106.0	106.0	106.0	110.0	20
21	Operations Division Total	146.9	146.3	149.2	150.5	21
22	General Administration	0.3	-	-	-	22
23	Total General Fund	169.9	171.2	177.5	175.7	23

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

<u>Department FTE Summary Count</u>		FY2011-12	FY2012-13	FY2013-14	FY2014-15
		Actual	Actual	Budget	Adopted Budget
24	Special Transportation Fund				24
25	CherryLift	3.2	3.6	3.0	3.5 25
26	RED Line	-	-	-	0.1 26
27	CARTS	1.5	0.8	0.5	1.6 27
28	DMAP	2.7	1.6	1.8	1.9 28
29	Trip Link Call Center	0.4	0.1	-	0.7 29
30	Mobility Management/Travel Trainer	2.2	2.0	1.7	2.7 30
31	Special Transportation Coordination	0.9	1.0	0.8	0.1 31
32	Rideshare	-	-	-	2.0 32
33	Special Transportation Fund Total	10.9	9.1	7.8	12.6 33
34	Capital Project Fund	0.7	1.8	1.0	1.4 34
35	District Wide	181.5	182.1	186.3	189.7 35

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
1	General Fund					1
2	<u>General Manager</u>					2
3	General Manager	0.9	1.0	1.0	1.0	3
4	Executive Assistant	1.0	1.0	1.0	1.0	4
5	<u>Community Relations</u>					5
6	Community Relations Officer	-	-	-	1.0	6
7	<u>Administration</u>					7
8	Human Resources					8
9	Director of Administration	-	-	-	1.0	9
10	Director of Human Resources	1.0	1.0	1.0	-	10
11	Human Resources Specialist	1.0	1.0	1.0	1.0	11
12	Human Resources Assistant-Reception	1.0	0.5	1.0	0.9	12
13	Receptionist	0.3	1.0	1.0	1.7	13
14	<u>Total Human Resources</u>	3.3	3.5	4.0	4.6	14
15	Human Resources Safety					15
16	Safety & Loss Control Specialist	0.9	1.0	1.0	1.0	16
17	Marketing and Communications					17
18	Director of Community Relations	-	1.0	1.0	-	18
19	Marketing & Communication Coordinator	-	0.9	1.0	1.0	19
20	Marketing & Communication Representative	-	0.6	1.0	1.0	20
21	<u>Total Marketing and Communications</u>	-	2.5	3.0	2.0	21
22	Finance					22
23	Director of Finance	0.9	1.0	1.0	-	23
24	Finance Manager	-	-	-	1.0	24
25	Accountant	1.0	1.0	1.0	1.0	25
26	Grants Administrator/Financial Analyst	0.8	0.9	1.0	1.0	26

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
27	Contract/Procurement Specialist	0.9	0.8	1.0	0.8	27
28	Accounting Specialist	0.8	0.9	0.8	0.7	28
29	Accounting Technician	1.0	1.0	1.0	1.0	29
30	Payroll Specialist	1.0	1.0	1.0	1.0	30
31	Total Finance	6.4	6.6	6.8	6.5	31
32	Transportation Development					32
33	Transportation Development Administration					33
34	Director of Transportation Development	1.0	1.0	1.0	0.9	34
35	Planning & Technology Services Manager	-	-	0.5	-	35
36	Capital Projects Manager	0.1	0.1	-	-	36
37	Planning Analyst	-	1.0	1.0	1.0	37
38	Planning and Development Specialist	0.3	0.3	0.5	-	38
39	Long-Range Planning Analyst	-	-	-	0.9	39
40	Marketing & Communication Coordinator	1.0	-	-	-	40
41	Marketing & Communication Representative	1.0	-	-	-	41
42	Administrative Assistant	1.5	0.9	2.0	0.9	42
43	Total Transportation Development Administration	4.9	3.3	5.0	3.7	43
44	Information Technology					44
45	Planning & Technology Services Manager	1.0	1.0	0.5	0.9	45
46	Systems Analyst	0.9	1.0	1.0	-	46
47	Network Administrator	0.9	1.0	1.0	0.9	47
48	Database Administrator	-	-	1.0	1.0	48
49	Technology Services Support Analyst	1.0	1.0	1.0	1.6	49
50	Total Information Technology	3.8	4.0	4.5	4.4	50
51	Rideshare					51
52	Rideshare & Outreach Coordinator	1.0	1.0	1.0	-	52
53	Rideshare Assistant	0.5	1.0	1.0	-	53
54	Total Rideshare	1.5	2.0	2.0	-	54

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
55	<u>Operations</u>					55
56	Operations Administration					56
57	Chief Operating Officer	-	-	-	0.7	57
58	Director of Operations	0.8	0.8	0.7	-	58
59	Fixed Route Operations Manager	1.0	1.0	1.0	1.0	59
60	Operations & Administration Supervisor	-	-	1.0	-	60
61	Contracted Transportation Manager	-	-	-	0.1	61
62	Contracted Transportation Supervisor	-	0.1	0.2	-	62
63	Medical Transportation Administrator	-	0.6	-	0.1	63
64	Mobility Coordinator	-	-	-	0.1	64
65	Administrative Analyst	1.0	-	-	-	65
66	Administrative Assistant	0.9	0.9	1.0	1.0	66
67	<u>Total Operations Administration</u>	<u>3.7</u>	<u>3.4</u>	<u>3.9</u>	<u>3.0</u>	67
68	Customer Service					68
69	Customer Service Supervisor	1.0	1.0	1.0	0.9	69
70	Customer Service Representative	5.0	5.0	5.0	5.0	70
71	Outreach Representative	-	0.1	-	0.2	71
72	Receptionist	0.1	-	-	-	72
73	<u>Total Customer Service</u>	<u>6.1</u>	<u>6.1</u>	<u>6.0</u>	<u>6.1</u>	73
74	Vehicle Maintenance					74
75	Maintenance Manager	0.9	0.9	1.0	1.0	75
76	Vehicle Maintenance Supervisor	1.8	1.8	1.8	1.8	76
77	Maintenance Training Supervisor	1.0	1.0	0.9	1.0	77
78	Administrative Assistant	1.0	1.0	0.9	1.0	78
79	Purchasing Agent	1.0	1.0	0.9	1.0	79
80	Fleet Technology Specialist	-	-	1.0	1.0	80
81	Journey Mechanic	7.1	8.2	8.5	7.6	81
82	Parts & Supplies Clerk	1.0	0.8	0.9	0.8	82

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
83	Service Technician	4.3	3.5	4.7	4.1	83
84	Service Worker	6.0	5.6	5.7	5.1	84
85	Total Vehicle Maintenance	24.1	23.8	26.3	24.4	85
86	Facility Maintenance					86
87	Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	87
88	Facilities Maintenance Worker	5.0	5.0	5.0	5.0	88
89	Security					89
90	Security Coordinator	1.0	1.0	1.0	1.0	90
91	Cherriots Fixed Route Service					91
92	Operations Supervisor	8.0	8.0	8.0	8.0	92
93	Operations Training Coordinator	-	-	-	1.0	93
94	Transit Operator	98.0	98.0	98.0	101.0	94
95	Total Cherriots Fixed Route Service	106.0	106.0	106.0	110.0	95
96	General Administration					96
97	Capital Projects Manager	0.2	-	-	-	97
98	Safety & Loss Control Specialist	0.1	-	-	-	98
99	Total General Administration	0.3	-	-	-	99
100	Total General Fund	169.9	171.2	177.5	175.7	100
101						101

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

<u>Department FTE Detail Count</u>		FY2011-12	FY2012-13	FY2013-14	FY2014-15	
		Actual	Actual	Budget	Adopted Budget	
102	<u>Special Transportation Fund</u>					102
103	<u>CherryLift</u>					103
104	Chief Operating Officer	-	-	-	0.1	104
105	Director of Operations	0.1	-	0.1	-	105
106	Maintenance Manager	0.1	-	-	-	106
107	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	107
108	Maintenance Training Supervisor	-	-	0.1	-	108
109	Contracted Transportation Manager	0.1	-	-	0.6	109
110	Contracted Transportation Supervisor	-	0.2	0.2	-	110
111	Outreach Representative	0.8	0.8	0.5	-	111
112	Mobility Coordinator	-	0.2	0.2	0.1	112
113	Medical Transportation Administrator	-	0.2	-	-	113
114	Accounting Specialist	-	-	0.1	-	114
115	Database Administrator	-	0.1	-	-	115
116	Purchasing Agent	-	-	0.1	-	116
117	Administrative Assistant	0.4	0.4	0.8	0.6	117
118	Journey Mechanic	1.1	0.4	0.3	0.8	118
119	Parts & Supplies Clerk	-	0.2	0.1	0.2	119
120	Service Technician	0.5	0.8	0.2	0.5	120
121	Service Worker	-	0.2	0.2	0.5	121
122	<u>Total CherryLift</u>	<u>3.2</u>	<u>3.6</u>	<u>3.0</u>	<u>3.5</u>	122
123	<u>RED Line</u>					123
124	Contracted Transportation Manager	-	-	-	0.1	124

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
125	CARTS					125
126	Vehicle Maintenance Supervisor	0.1	-	0.1	0.1	126
127	Contracted Transportation Manager	0.1	-	-	-	127
128	Long-Range Planning Analyst	-	-	-	0.1	128
129	Administrative Assistant	0.3	-	-	-	129
130	Parts & Supply Clerk	-	0.1	-	-	130
131	Journey Mechanic	0.8	0.2	0.2	0.6	131
132	Service Technician	0.2	0.4	0.1	0.4	132
133	Service Worker	-	0.1	0.1	0.4	133
134	Total CARTS	1.5	0.8	0.5	1.6	134
135	DMAP					135
136	Chief Operating Officer	-	-	-	0.1	136
137	Director of Operations	0.1	0.1	0.1	-	137
138	Contracted Transportation Manager	0.8	-	-	0.2	138
139	Contracted Transportation Supervisor	-	0.7	0.6	-	139
140	Medical Transportation Administrator	-	-	-	0.9	140
141	Human Resources Assistant I	-	-	-	0.1	141
142	DMAP Trainer	0.9	-	-	-	142
143	Accounting Specialist	0.1	0.1	0.1	0.2	143
144	Administrative Assistant	0.8	0.7	1.0	0.4	144
145	Total DMAP	2.7	1.6	1.8	1.9	145

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

Department FTE Detail Count		FY2011-12 Actual	FY2012-13 Actual	FY2013-14 Budget	FY2014-15 Adopted Budget	
146	<u>Trip Link Call Center</u>					146
147	Planning & Technology Services Manager	-	-	-	0.1	147
148	Technology Services Support Analyst	0.1	0.1	-	0.4	148
149	Network Administrator	0.1	-	-	0.1	149
150	DMAP Trainer	0.1	-	-	-	150
151	Accounting Specialist	0.1	-	-	0.1	151
152	<u>Total Administrative Assistant</u>	0.4	0.1	-	0.7	152
153	<u>Mobility Management/Travel Trainer</u>					153
154	Director of Operations	-	0.1	0.1	-	154
155	Outreach Representative	1.2	1.1	0.5	1.8	155
156	Mobility Coordinator	1.0	0.8	0.8	0.8	156
157	Customer Service Supervisor	-	-	-	0.1	157
158	Administrative Assistant	-	-	0.3	-	158
159	<u>Total Mobility Management/Travel Trainer</u>	2.2	2.0	1.7	2.7	159
160	<u>Special Transportation Coordination</u>					160
161	Planning & Development Specialist	0.7	0.6	0.5	-	161
162	Medical Transportation Administrator	-	0.2	-	-	162
163	Grants Administrator Financial Analyst	0.1	0.1	0.2	-	163
164	Administrative Assistant	0.1	0.1	0.1	0.1	164
165	<u>Total Special Transportation Coordination</u>	0.9	1.0	0.8	0.1	165
166	<u>Rideshare</u>					166
167	Rideshare & Outreach Coordinator	-	-	-	1.0	167
168	Rideshare Representative	-	-	-	1.0	168
169	<u>Total Rideshare</u>	-	-	-	2.0	169
170						170
171	<u>Total Special Transportation Fund</u>	10.9	9.1	7.8	12.6	171

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

<u>Department FTE Detail Count</u>		<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Adopted Budget</u>	
172						172
173	<u>Capital Project Fund</u>					173
174	Capital Projects Manager	0.7	0.8	1.0	1.0	174
175	Chief Operating Officer	-	-	-	0.1	175
176	Contract/Procurement Specialist	-	0.2	-	0.2	176
177	Director of Transportation Development	-	-	-	0.1	177
178	Planning and Technology Services Manager	-	0.1	-	-	178
179	Database Administrator	-	0.2	-	-	179
180	Marketing & Communications Coordinator	-	0.1	-	-	180
181	Marketing/Social Media Specialist	-	0.4	-	-	181
182	<u>Total Capital Project Fund</u>	<u>0.7</u>	<u>1.8</u>	<u>1.0</u>	<u>1.4</u>	182
183						183
184	District Wide	<u>181.5</u>	<u>182.1</u>	<u>186.3</u>	<u>189.7</u>	184

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

FTE By Fund		General Fund	Special Transportation Fund	Capital Project Fund	Total	
1	Accountant	1.0	-	-	1.0	1
2	Accounting Specialist	0.7	0.3	-	1.0	2
3	Accounting Technician	1.0	-	-	1.0	3
4	Administrative Assistant	2.9	1.1	-	4.0	4
5	Capital Projects Manager	-	-	1.0	1.0	5
6	Chief Operating Officer	0.7	0.2	0.1	1.0	6
7	Community Relations Officer	1.0	-	-	1.0	7
8	Contract/Procurement Specialist	0.8	-	0.2	1.0	8
9	Contracted Transportation Manager	0.1	0.9	-	1.0	9
10	Customer Service Representative	5.0	-	-	5.0	10
11	Customer Service Supervisor	0.9	0.1	-	1.0	11
12	Database Administrator	1.0	-	-	1.0	12
13	Director of Administration	1.0	-	-	1.0	13
14	Director of Transportation Development	0.9	-	0.1	1.0	14
15	Executive Assistant	1.0	-	-	1.0	15
16	Facilities Maintenance Supervisor	1.0	-	-	1.0	16
17	Facilities Maintenance Worker	5.0	-	-	5.0	17
18	Finance Manager	1.0	-	-	1.0	18
19	Fixed Route Operations Manager	1.0	-	-	1.0	19
20	Fleet Technology Specialist	1.0	-	-	1.0	20
21	General Manager	1.0	-	-	1.0	21
22	Grants Administrator/Financial Analyst	1.0	-	-	1.0	22
23	Human Resources Assistant-Reception	0.9	0.1	-	1.0	23
24	Human Resources Specialist	1.0	-	-	1.0	24
25	Journey Mechanic	7.6	1.4	-	9.0	25
26	Long-Range Planning Analyst	0.9	0.1	-	1.0	26
27	Maintenance Manager	1.0	-	-	1.0	27
28	Maintenance Training Supervisor	1.0	-	-	1.0	28

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2014-15

FTE By Fund		General Fund	Special Transportation Fund	Capital Project Fund	Total	
29	Marketing & Communication Coordinator	1.0	-	-	1.0	29
30	Marketing & Communication Representative	1.0	-	-	1.0	30
31	Medical Transportation Administrator	0.1	0.9	-	1.0	31
32	Mobility Coordinator	0.1	0.9	-	1.0	32
33	Network Administrator	0.9	0.1	-	1.0	33
34	Operations Supervisor	8.0	-	-	8.0	34
35	Operations Training Coordinator	1.0	-	-	1.0	35
36	Outreach Representative	0.2	1.8	-	2.0	36
37	Parts & Supplies Clerk	0.8	0.2	-	1.0	37
38	Payroll Specialist	1.0	-	-	1.0	38
39	Planning & Technology Services Manager	0.9	0.1	-	1.0	39
40	Planning Analyst	1.0	-	-	1.0	40
41	Purchasing Agent	1.0	-	-	1.0	41
42	Receptionist	1.7	-	-	1.7	42
43	Rideshare & Outreach Coordinator	-	1.0	-	1.0	43
44	Rideshare Representative	-	1.0	-	1.0	44
45	Safety & Loss Control Specialist	1.0	-	-	1.0	45
46	Security Coordinator	1.0	-	-	1.0	46
47	Service Technician	4.1	0.9	-	5.0	47
48	Service Worker	5.1	0.9	-	6.0	48
49	Technology Services Support Analyst	1.6	0.4	-	2.0	49
50	Transit Operator	101.0	-	-	101.0	50
51	Vehicle Maintenance Supervisor	1.8	0.2	-	2.0	51
52	District Wide	<u>175.7</u>	<u>12.6</u>	<u>1.4</u>	<u>189.7</u>	52

Retirement Contribution Rates

Salem-Keizer Transit
Annual Budget - Fiscal Year 2014-15

Defined Benefit Retirement Plan for Bargaining

<u>Unit Employees</u>	<u>2011 Results</u>
Normal Cost	9.1%
Amortization of UAAL	13.3%
<u>Total Recommended Defined Benefit Plan</u>	
<u>Contribution as Percent of Pay</u>	<u>22.4%</u>

Defined Benefit Retirement Plan for Non-
Bargaining Unit Employees

<u>Bargaining Unit Employees</u>	<u>2011 Results</u>
Normal Cost	2.1%
Amortization of UAAL	10.5%
<u>Total Recommended Defined Benefit Plan</u>	
<u>Contribution as Percent of Pay</u>	<u>12.6%</u>

Source: July 1, 2011 Actuarial Valuations
Prepared by Milliman

Defined Contribution Retirement Plan for Non-
Bargaining Unit Employees

<u>Bargaining Unit Employees</u>	<u>2011 Rate</u>
Normal Cost	10.0%

Miscellaneous Information

Budget Committee Members

BUDGET COMMITTEE
Salem Area Mass Transit District
As of February 5, 2014

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #1

STEVE EVANS
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Salem, OR 97304-2507
(503) 949-5263 ©
Email: subdistrict1@cherriots.org

Term Expires 06/30/15

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(503) 585-0320
Email: dckilfoil@comcast.net

Appointed 04/10/08; Reappointed 12/11/08;
10/27/11; Appointment Expires 06/30/14

Subdistrict #2

BRAD COY
1722 River Rock Dr NE
Keizer OR 97303
(503)407-0242
Email: subdistrict2@cherriots.org

2-year Appointment Expires 06/30/15
Full Term Expires 06/30/17

CRAIG WILLIAMS
1069 Parkmeadow Dr NE
Keizer, OR 97303
(503) 930-6883
Email: wilumsfam@gmail.com

Appointed 10/25/12
Appointment Expires 06/30/15

BUDGET COMMITTEE
Salem Area Mass Transit District
As of February 5, 2014

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #3

KATE TARTER
3217 Northgate Ave NE
Salem, OR 97303
(503) 779-4152 ©
Email: subdistrict3@cherriots.org

Term Expires 06/30/15

DERIK E. MILTON
2517 Dan Ave NW
Salem, OR 97304-4252
(503) 304-3070 (w)
Email: Derik_Milton@keybank.com

Appointed 12/12/13;
Appointment Expires 06/30/2016

Subdistrict #4

JOHN HAMMILL
4372 Vernon Loop NE
Salem, OR 97305
503 393-1866
Email: subdistrict4@cherriots.org

Term Expires 06/30/17

BILL HOLMSTROM, CHAIR 2013
625 14th Street NE
Salem, OR 97301
(503) 720-6837
Email: bill.holmstrom@state.or.us

Appointed 09/27/09; Reappointed 09/27/12
Appointment Expires 06/30/15

BUDGET COMMITTEE
Salem Area Mass Transit District
As of February 5, 2014

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #5

JERRY THOMPSON
4930 State Street
Salem, OR 97301-5244
(503) 364-9468
Email: subdistrict5@cherriots.org

Term Expires 06/30/15

HERSCH SANGSTER
832 Maine Av
Keizer, OR 97303
503 949-1276 ©
Email: mhsang@aol.com

Appointed 12/12/13;
Appointment Expires 06/30/16

Subdistrict #6

ROBERT KREBS
3435 Bluff Ave SE
Salem, OR 97302
(503) 375-2821
Email: subdistrict6@cherriots.org

Term Expires 06/30/17

DALE PENN II
464 Creekside Dr SE
Salem, OR 97306
(503) 510-2200 ©
Email: dwpenn2@hotmail.com

Appointed 01/26/06; Reappointed 12/11/08;
10/27/11; Appointment Expires 06/30/14

BUDGET COMMITTEE
Salem Area Mass Transit District
As of February 5, 2014

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #7

MARCIA KELLEY

396 Washington Street S
Salem, OR 97302-5149
(503) 581-8384

Email: subdistrict7@cherriots.org

Term Expires 06/30/15

CLAUDIA HOWELLS

1045 Cross St SE
Salem, OR 97302
(503) 363-6587

Email: claudiahowells@msn.com

Appointed 11/17/05; Reappointed 12/11/08;
10/27/11; Appointment Expires 06/30/14

BUDGET OFFICER

ALLAN POLLOCK

General Manager/CEO
Salem Area Mass Transit District
925 Commercial St SE, Suite 100
Salem, OR 97302

Phone: (503) 588-2424

Fax: (503) 566-3933

Email: pollocka@cherriots.org

or SKT@cherriots.org

Budget Calendar

Salem Area Mass Transit District Budget Calendar Fiscal Year 2014-2015

Day	Responsible	Date	Time	Activity
Thursday	Finance	October 24, 2013	6:30 PM	Board adopts FY 2014-2015 budget calendar
Monday	Finance	April 14, 2014		Publish First Notice of Budget Committee Meeting (10-30 Days)
Monday	Finance	April 21, 2014		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	April 25, 2014		Executive Team approves draft for Budget Committee consideration
Thursday	Finance	May 8, 2014	6:00 PM	Budget Committee Orientation
Thursday	Executive Team	May 15, 2014	6:00 PM	First Budget Committee Meeting - Election of Officers & Budget Message
Thursday	Finance	May 29, 2014	6:00 PM	Second Budget Committee meeting - Deliberation & Approval
Thursday	Finance	June 5, 2014	6:00 PM	Third Budget Committee Meeting - Deliberation & Approval (if necessary)
Monday	Finance	June 9, 2014		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 26, 2014	6:30 PM	Board holds Budget Hearing
Thursday	Board	June 26, 2014	6:30 PM	Board of Directors adopts 2014/2015 Budget, makes appropriation and levies taxes
Friday	Finance	July 11, 2014		Adopted budget and levy certification form due to County Assessors (July 15, 2014)

Salary Schedule

Cherriots

SALEM-KEIZER TRANSIT



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**Salem Keizer Transit District
Salary Schedule as of January 1, 2014**

<u>Bargaining Unit Positions</u>	<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
Service Worker	1B	\$34,403.20	\$40,934.40
Facilities Maintenance Worker	1B	\$34,403.20	\$40,934.40
Parts & Supplies Clerk	2B	\$36,670.40	\$43,867.20
Service Technician	3B	\$39,395.20	\$47,299.20
Transit Operator	4B	\$39,644.80	\$47,569.60
Journey Mechanic	5B	\$47,798.40	\$57,428.80
<u>Non-Bargaining Positions</u>			
Receptionist	3	\$28,111.20	\$36,597.60
Accounting Technician	6	\$34,157.76	\$44,511.17
Customer Service Representative	6	\$34,157.76	\$44,511.17
Human Resources Assistant 1	6	\$34,157.76	\$44,511.17
Accounting Specialist	7	\$36,512.74	\$47,523.84
Administrative Assistant	7	\$36,512.74	\$47,523.84
Rideshare Assistant	7	\$36,512.74	\$47,523.84
Payroll Specialist	8	\$38,931.36	\$50,727.46
Purchasing Agent	8	\$38,931.36	\$50,727.46
Executive Assistant	9	\$41,583.36	\$54,164.45
Marketing & Communications Representative	11	\$47,412.99	\$61,698.51
Mobility Coordinator	11	\$47,412.99	\$61,698.51
Outreach Representative	11	\$47,412.99	\$61,698.51
Specialized Transportation Trainer	11	\$47,412.99	\$61,698.51
Technology Services Support Technician	11	\$47,412.99	\$61,698.51

Human Resources Specialist	12	\$50,604.67	\$65,858.71
Security Coordinator	12	\$50,604.67	\$65,858.71
Accountant	13	\$54,016.47	\$70,305.05
Contract/Procurement Specialist	13	\$54,016.47	\$70,305.05
Contracted Transportation Supervisor	13	\$54,016.47	\$70,305.05
Customer Service Supervisor	13	\$54,016.47	\$70,305.05
Grants Administrator/Financial Analyst	13	\$54,016.47	\$70,305.05
Marketing & Communications Coordinator	13	\$54,016.47	\$70,305.05
Operations Supervisor	13	\$54,016.47	\$70,305.05
Planning Analyst	13	\$54,016.47	\$70,305.05
Planning & Development Specialist	13	\$54,016.47	\$70,305.05
Long Range Planning Analyst	13	\$54,016.47	\$70,305.05
Safety & Loss Control Specialist	13	\$54,016.47	\$70,305.05
Facilities Maintenance Supervisor	14	\$57,648.38	\$75,059.56
Maintenance Training Supervisor	14	\$57,648.38	\$75,059.56
Network Administrator	14	\$57,648.38	\$75,059.56
Systems Analyst	14	\$57,648.38	\$75,059.56
Vehicle Maintenance Supervisor	14	\$57,648.38	\$75,059.56
Capital Projects Manager	16	\$65,682.61	\$85,537.08
Finance Manager	17	\$70,128.96	\$91,304.12
Fixed Route Operations Manager	17	\$70,128.96	\$91,304.12
Maintenance Manager	17	\$70,128.96	\$91,304.12
Strategic Planning & Technology Services	17	\$70,128.96	\$91,304.12
Community Relations Director	19	\$79,902.11	\$104,048.83
Human Resources Director	19	\$79,902.11	\$104,048.83
Operations Director	19	\$79,902.11	\$104,048.83
Transportation Development Director	19	\$79,902.11	\$104,048.83

Meeting Agendas

Salem Area Mass Transit District

~ Budget Committee Orientation ~

Thursday, May 8, 2014
6:00 PM

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, OR 97301

AGENDA

1. Call to Order
2. Introductions
3. Budget Calendar
2. Ground Rules for the Orientation Meeting
3. The Budget Adoption Process
4. Overview of the District's Financial Structure
5. Adjournment

Those individuals needing special accommodations such as sign or other language interpreters to participate in the Budget Committee meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Clerk of the Board at 503-588-2424. Hearing impaired please call Oregon Telecommunications Relay Service, 711.



Salem-Keizer Transit ~ Administration Office
555 Court Street NE, Suite 5230 ~ Salem OR 97301
Phone (503) 588-2424 ~ www.cherriots.org

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

Thursday, May 15, 2014
6:00 PM

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, OR 97301

AGENDA

1. **CALL TO ORDER AND NOTE OF ATTENDANCE**
2. **ELECTION OF OFFICERS**
 - a. Chairperson
 - b. Secretary
3. **ANNOUNCEMENTS**
4. **BUDGET MESSAGE**
5. **PUBLIC COMMENT***
6. **DISCUSSION OF THE PROPOSED FY2015 BUDGET**
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Project Fund

SPECIAL ACCOMMODATIONS

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Salem-Keizer Transit ~ Administration Office
555 Court Street NE, Suite 5230 ~ Salem OR 97301
Phone (503) 588-2424 ~ www.cherriots.org

7. ACTION

- a. When the Budget Committee completes their review of the budget, they will make a motion to approve the proposed budget for the 2014-2015 fiscal year in the amount of \$63,978,239; and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

8. OTHER BUSINESS

9. ADJOURN

PUBLIC COMMENT*

This is the time designated on every Budget Committee agenda for questions or statements by persons in the audience. Individual citizens will be invited to come forward in a manner similar to that prescribed for public hearings and make any statement they wish, being limited to three (3) minutes. Written testimony may be submitted by email to board@cherriots.org or mailed to Salem-Keizer Transit, c/o Clerk of the Board, 555 Court St. NE, Suite 5230, Salem, OR 97301.

SPECIAL ACCOMMODATIONS

Those individuals needing special accommodations such as sign or other language interpreters to participate in the Budget Committee meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Clerk of the Board at 503-588-2424. Hearing impaired please call Oregon Telecommunications Relay Service, 711.



Salem-Keizer Transit ~ Administration Office
555 Court Street NE, Suite 5230 ~ Salem OR 97301
Phone (503) 588-2424 ~ www.cherriots.org

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

Thursday, May 29, 2014
6:00 PM

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, OR 97301

AGENDA

- 1. CALL TO ORDER AND NOTE OF ATTENDANCE**
- 2. ANNOUNCEMENTS**
- 3. PUBLIC COMMENT***
- 4. CONTINUED DISCUSSION OF THE PROPOSED FY2015 BUDGET**
 - a. Fund Budgets
 - b. Division Budgets
 - c. Overall Budget
- 5. ACTION**
 - a. When the Budget Committee completes their review of the budget, they will make a motion to approve the proposed budget for the 2014-2015 fiscal year in the amount of \$63,978,239; and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.
- 6. OTHER BUSINESS**
- 7. ADJOURN**

SPECIAL ACCOMMODATIONS

Those individuals needing special accommodations such as sign or other language interpreters to participate in the Budget Committee meeting must request such services at least 48 hours prior to the meeting. Please direct your request to the Clerk of the Board at 503-588-2424. Hearing impaired please call Oregon Telecommunications Relay Service, 711.



Salem-Keizer Transit ~ Administration Office
555 Court Street NE, Suite 5230 ~ Salem OR 97301
Phone (503) 588-2424 ~ www.cherriots.org

PUBLIC COMMENT*

This is the time designated on every Budget Committee agenda for questions or statements by persons in the audience. Individual citizens will be invited to come forward in a manner similar to that prescribed for public hearings and make any statement they wish, being limited to three (3) minutes. Written testimony may be submitted by email to board@cherriots.org or mailed to Salem-Keizer Transit, c/o Clerk of the Board, 555 Court St. NE, Suite 5230, Salem, OR 97301.

SPECIAL ACCOMMODATIONS

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Salem-Keizer Transit ~ Administration Office
555 Court Street NE, Suite 5230 ~ Salem OR 97301
Phone (503) 588-2424 ~ www.cherriots.org

LB Documents

Cherriots

SALEM-KEIZER TRANSIT



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FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Salem Area Mass Transit District will be held on June 26, 2014 at 6:30 pm at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the Salem Area Mass Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8 a.m. and 5 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Jared Isaksen

Telephone: 503-588-2424

Email: jared.isaksen@cherriots.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2012-13	Adopted Budget This Year 2013-14	Approved Budget Next Year 2014-15
Beginning Fund Balance/Net Working Capital	14,739,159	15,158,494	16,445,335
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,793,237	2,901,150	3,016,090
Federal, State and All Other Grants, Gifts, Allocations and Donations	26,159,207	26,177,917	31,350,026
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	2,190,421	2,811,747	2,563,246
All Other Resources Except Property Taxes	4,853,907	740,000	528,400
Property Taxes Estimated to be Received	10,011,436	9,814,900	10,089,142
Total Resources	60,747,367	57,604,208	63,992,239

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	16,130,831	18,324,632	19,713,085
Materials and Services	16,471,049	18,114,197	19,793,109
Capital Outlay	8,827,933	5,925,822	6,163,634
Debt Service	0	0	0
Interfund Transfers	2,190,421	2,811,747	2,563,246
Contingencies	0	1,750,000	1,500,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	10,677,810	14,259,165
Total Requirements	43,620,234	57,604,208	63,992,239

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program			
FTE for that unit or program			
Board of Directors	103,905	38,500	45,500
FTE	0.00	0.00	0.00

General Manager	362,654	417,925	532,818
FTE	2.00	2.00	2.00
Community Relations	0	0	235,776
FTE	0.00	0.00	1.00
Administration	1,821,748	2,206,619	2,218,616
FTE	13.60	14.80	14.10
Transportation Development	1,302,364	1,863,293	1,496,062
FTE	9.30	11.50	8.10
Operations	15,167,998	16,650,297	18,063,976
FTE	146.30	149.20	150.50
Special Transportation Fund	12,535,746	12,951,373	14,222,801
FTE	9.10	7.80	12.60
Capital Projects Fund	9,136,172	6,137,137	6,433,248
FTE	0.70	1.00	1.40
Non-Departmental / Non-Program	3,189,647	17,339,064	20,743,442
FTE	0.30	0.00	0.00
Total Requirements	43,620,234	57,604,208	63,992,239
Total FTE	181.30	186.30	189.70

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The Capital Projects fund has two major projects in the budget for fiscal year 2014-15, Keizer Transit Center Improvements and Bus Stops & Shelters.

In fiscal year 2014-15 the Special Transportation fund increased its expenses associated with Cherrylift and DMAP operations. Also the Rideshare program was moved from the General Fund to the Special Transportation Fund.

PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit _____ per \$1,000)	.7609	.7609	.7609

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM LB-50 2014-2015

To assessor of Polk County

Check here if this is
an amended form.

- Be sure to read instructions in the current Local Budget Law and Notice of Property Tax Forms and Instruction booklet.

The Salem Area Mass Transit District District Name has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Polk County Name County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>555 Court St NE, Suite 5230</u> <small>Mailing Address of District</small>	<u>Salem</u> <small>City</small>	<u>OR</u> <small>State</small>	<u>97301-3980</u> <small>Zip</small>	 <small>Date</small>
<u>Jared Isaksen</u> <small>Contact Person</small>	<u>Finance Manager</u> <small>Title</small>	<u>503-588-2424</u> <small>Daytime Telephone</small>	<u>jared.isaksen@cherriots.org</u> <small>Contact Person E-Mail</small>	

CERTIFICATION - You **must** check one box if you are subject to Local Budget Law.

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		<u>Subject to General Government Limits</u>		
		Rate -or- Dollar Amount		
1. Rate/Amount levied (within permanent rate limit)	1	0.7609		
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. Portland Levy for Pension and disability obligations	4			
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.			Excluded from Measure 5 Limits Amount of Bond Levy
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.			

5c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b) 5c.

0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6		0.7609
7. Date received voter approval for rate limit if new district 7		
8. Estimated permanent rate limit for newly merged/consolidated district 8		

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitation	Excluded from M5 limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

File with your assessor no later than JULY 15, unless granted an extension in writing.

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM LB-50 2014-2015

To assessor of Marion County

Check here if this is an amended form.

- Be sure to read instructions in the current Local Budget Law and Notice of Property Tax Forms and Instruction booklet.

The Salem Area Mass Transit District District Name has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Marion County Name County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>555 Court St NE, Suite 5230</u> <small>Mailing Address of District</small>	<u>Salem</u> <small>City</small>	<u>OR</u> <small>State</small>	<u>97301-3980</u> <small>Zip</small>	 <small>Date</small>
<u>Jared Isaksen</u> <small>Contact Person</small>	<u>Finance Manager</u> <small>Title</small>	<u>503-588-2424</u> <small>Daytime Telephone</small>	<u>jared.isaksen@cherriots.org</u> <small>Contact Person E-Mail</small>	

CERTIFICATION - You **must** check one box if you are subject to Local Budget Law.

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		<u>Subject to General Government Limits</u>		
		Rate -or- Dollar Amount		
1. Rate/Amount levied (within permanent rate limit)	1	0.7609		Excluded from Measure 5 Limits Amount of Bond Levy
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. Portland Levy for Pension and disability obligations	4			
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.			
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.			

5c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b) 5c.

0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6		0.7609
7. Date received voter approval for rate limit if new district 7		
8. Estimated permanent rate limit for newly merged/consolidated district 8		

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitation	Excluded from M5 limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

File with your assessor no later than JULY 15, unless granted an extension in writing.

Public Notices

**AFFIDAVIT OF PUBLICATION
STATE OF OREGON, COUNTY OF MARION, SS:**

I, Lyndon A. Zaitz, being first duly sworn, depose and say that I am the Publisher of the KeizerTimes, a newspaper of general circulation as defined by Section 58, Oregon Laws, as amended by Chapter 445 General Laws Of Oregon, 1929, printed and published in Keizer. In aforesaid county and state, that a Notice Of Budget Committee Meeting: of the Salem Area Mass Transit District Of Marion and Polk Counties will be held at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301 at 6:00 pm on the following dates May 8th, May 15th, May 29th, June 5th (if necessary), was published One (1) consecutive in the KeizerTimes: April 18, 2014.

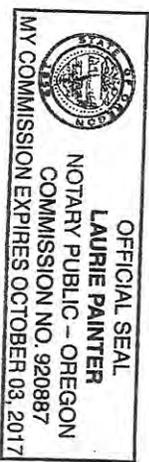

Lyndon A. Zaitz

Subscribed and sworn to before me this
18th day of April 2014

RECEIVED
APR 28 2014
SALEM AREA TRANSIT
FINANCE


Notary Public for Oregon, Marion County

Oct 3, 2017
My Commission Expires



NOTICE OF BUDGET COMMITTEE MEETINGS

Public meetings of the Budget Committee of the Salem Area Mass Transit District of Marion and Polk Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2014 to June 30, 2015, will be held at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The meetings will begin at 6:00 pm on the following dates:

Date	Purpose
May 8th	Budget Committee Orientation
May 15th	Budget Committee Meeting: Elect committee chair, receive public comment, receive budget message, budget deliberation
May 29th	Budget Committee Meeting: Receive public comment, budget deliberation
June 5th (if necessary)	Budget Committee Meeting: Receive public comment, budget deliberation

Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after May 15th at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8:00 am and 5:00 pm. Please visit the District's website at www.cherriots.org for further notifications for the Budget Committee meeting.

Affidavit of Publication

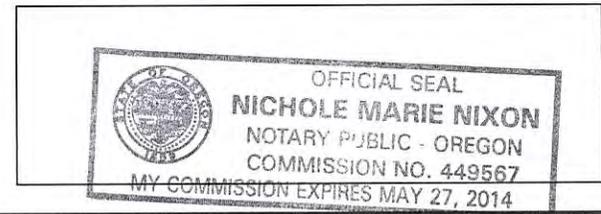
STATE OF OREGON, }
County of Marion, } ss.

I ... Gayle E. Rastorfer...being First duly sworn, depose and say that I am the principal clerk of the **Statesman Journal**, a newspaper of general circulation as defined by Sections 193.010 to 193.110, Oregon revised Statutes; printed and Published at Salem in the aforesaid county and state; that the **Public Notice for SALEM-KEIZER TRANSIT – BUDGET COMMITTEE MEETINGS (346191 Anne Obika Keith Ad # 0000346191)** a printed copy of which is hereby annexed, was published in the entire issue of said newspaper for ... **ONE** ... successive and consecutive times in the following issues – **April 18, 2014.**

Gayle E. Rastorfer

Subscribed and sworn to me this 7TH Day of MAY, 2014

[Signature]
Notary Public for Oregon



PUBLIC NOTICE

NOTICE OF BUDGET COMMITTEE MEETINGS

Public meetings of the Budget Committee of the Salem Area Mass Transit District of Marion and Polk Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2014 to June 30, 2015, will be held at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The meetings will begin at 6:00 pm on the following dates:

Date	Purpose
May 8th	Budget Committee Orientation
May 15th	Budget Committee Meeting: Elect committee chair, receive public comment, receive budget message, budget deliberation
May 29th	Budget Committee Meeting: Receive public comment, budget deliberation
June 5th (if necessary)	Budget Committee Meeting: Receive public comment, budget deliberation

Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after May 15th at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8:00 am and 5:00 pm. Please visit the District's website at www.cherriots.org for further notifications for the Budget Committee meeting.

Statesman Journal April 18, 2014



Budget Committee

[FY2013-14 Adopted Budget](#)

[FY2014 Budget Message](#)

[Public Notice: FY2015 Budget
Committee Meeting Dates](#)

[FY2012-13 Adopted Budget](#)

[Salem-Keizer Transit Financial
Info](#)

The budget committee is Salem-Keizer Transit's fiscal planning advisory committee. The **budget committee** consists of the seven elected Board of Directors and seven appointed citizens who serve three year terms.

In accordance with **Oregon's Local Budget Law** (ORS 294), public **meetings** are held by the budget committee to review, discuss, make changes to and approve the proposed budget presented by Salem-Keizer Transit staff. The approved budget goes before the Board of Directors. They hold a Budget Hearing and then deliberate. Upon **completion** of their deliberations, the Board adopts the budget and sets the tax rate and the amount needed to balance the budget.

The budget committee meets two to three times during the fourth quarter of the fiscal year. The fiscal year runs from July 1 to June 30.

Budget Calendar for Fiscal Year 2014-15

April 14, 2014		Publish First Notice of Budget Committee Meeting
April 21, 2014		Publish Second Notice of Budget Committee Meeting
May 8, 2014	6:00pm	Budget Committee Orientation
May 15, 2014	6:00pm	First Budget Committee meeting - Election of Officers, Budget Message & Presentation of FY2015 Proposed Budget
May 29, 2014	6:00pm	Second Budget Committee meeting - deliberation & approval
June 5, 2013	6:00pm	Third Budget Committee meeting - if necessary; deliberation and approval
June 9, 2014		Publish Budget Summary and Notice of Budget Hearing
June 26, 2014	6:30pm	Budget Hearing - Board of Directors Meeting - Adopt FY2015 Budget; makes appropriation and levies taxes.
July 1, 2014		FY2015 Adopted Budget goes into affect
July 11, 2014		Adopted Budget and levy certification due to County Assessors (July 15, 2014)
October 24, 2014	6:30pm	Salem-Keizer Transit Board of Directors adopts FY2015-2016 Budget Calendar

Salem - Keizer Transit

Rider Info: (503) 588-BUSS

Administration: (503) 588-2424

555 Court St NE, Suite 5230

Salem, OR 97302

NOTICE OF BUDGET COMMITTEE MEETINGS

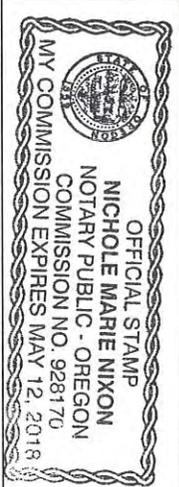
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Subscribed and sworn to me this 6th Day of JUNE, 2014

Notary Public for Oregon



PUBLIC NOTICE

NOTICE OF BUDGET HEARING

A public meeting of the Salem Area Mass Transit District will be held on June 26, 2014 at 6:30 pm at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the Salem Area Mass Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8 a.m. and 5 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Telephone: 503-588-2424

Email: jared.isaksen@cherriotts.org

TOTAL OF ALL FUNDS FINANCIAL SUMMARY - RESOURCES

	Actual Amount 2012-13	Adopted Budget This Year 2013-14	Approved Budget Next Year 2014-15
Beginning Fund Balance/Net Working Capital	14,739,159	15,158,494	16,445,335
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,793,237	2,901,150	3,016,090
Federal, State and all Other Grants, Gifts, Allocations and Donations	26,159,207	26,177,917	31,350,026
Revenue from Bonds and Other Debt Interfund Transfers / Internal Service Reimbursements	0	0	0
All Other Resources Except Property Taxes	2,190,421	2,811,747	2,563,246
Property Taxes Estimated to be Received	4,853,907	740,000	528,400
Total Resources	10,011,436	9,814,900	10,089,142
	60,747,367	57,604,208	63,992,239

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	16,130,831	18,324,632	19,713,085
Materials and Services	16,471,049	18,114,197	19,793,109
Capital Outlay	8,827,933	5,925,822	6,163,634
Debt Service	0	0	0
Interfund Transfers	2,190,421	2,811,747	2,563,246
Contingencies	0	1,750,000	1,500,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	10,677,810	14,259,165
Total Requirements	43,620,234	57,604,208	63,992,239

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program	FTE for that unit or program	Rate	Total
Board of Directors	FTE	103,905	38,500
General Manager	FTE	362,654	417,925
Community Relations	FTE	2,000	2,000
Administration	FTE	0	0
Transportation Development	FTE	1,821,748	2,206,619
Operations	FTE	13,600	14,800
Special Transportation Fund	FTE	1,302,364	1,863,293
Capital Projects Fund	FTE	9,300	11,500
Non-Departmental / Non-Program	FTE	15,167,998	16,650,297
Total Requirements	FTE	146,300	149,200
	FTE	12,535,746	12,951,373
	FTE	9,110	7,800
	FTE	9,136,172	6,137,137
	FTE	0,700	1,000
	FTE	3,189,647	17,339,064
	FTE	0,300	0,000
	FTE	43,620,234	57,604,208
	FTE	181,300	186,300

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The Capital Projects fund has two major projects in the budget for fiscal year 2014-15, Keizer Transit Center Improvements and Bus Stops & Shelters.

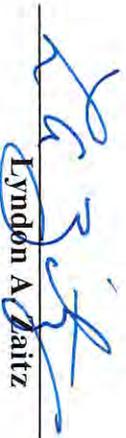
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PROPERTY TAX LEVIES

Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (Rate Limit)	.7609	.7609
2012-13	2013-14	2014-15
.7609 per \$1,000	.7609	.7609

AFFIDAVIT OF PUBLICATION
STATE OF OREGON, COUNTY OF MARION, SS:

I, Lyndon A. Zaitz, being first duly sworn, depose and say that I am the Publisher of the KeizerTimes, a newspaper of general circulation as defined by Section 58, Oregon Laws, as amended by Chapter 445 General Laws Of Oregon, 1929, printed and published in Keizer. In aforesaid county and state, that a NOTICE OF BUDGET HEARING: A public meeting of the Salem Area Mass Transit District will be held on June 26, 2014 at 6:30 pm at the Senator Hearing Room in Courthouse Square, 555 Court St. NE, Salem, OR 97301, to discuss the budget for the fiscal year beginning July 1, 2014, was published One (1) consecutive in the KeizerTimes: June 6, 2014.



Lyndon A Zaitz

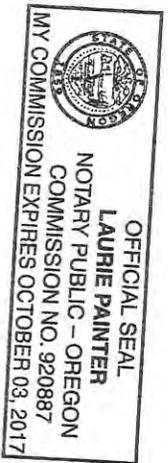
Subscribed and sworn to before me this
____ day of June 2014



Notary Public for Oregon, Marion County

Oct 3, 2017

My Commission Expires



FORM LB-1

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Contact: Jared Isaksen Telephone: 503-588-2424 Email: jared.isaksen@cherriots.org

FINANCIAL SUMMARY - RESOURCES			
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FTE	2.00	2.00	2.00
Community Relations	0	0	235,776
FTE	0.00	0.00	1.00
Administration	1,821,748	2,206,619	2,218,616
FTE	13.60	14.80	14.10
Transportation Development	1,302,364	1,863,293	1,496,062
FTE	9.30	11.50	8.10
Operations	15,167,998	16,650,297	18,063,976
FTE	146.30	149.20	150.50
Special Transportation Fund	12,535,746	12,951,373	14,222,801
FTE	9.10	7.60	12.60
Capital Projects Fund	9,136,172	6,137,137	6,433,248
FTE	0.70	1.00	1.40
Non-Departmental / Non-Program	3,189,647	17,339,064	20,743,442
FTE	0.30	0.00	0.00
Total Requirements	43,620,234	57,604,208	63,992,239
Total FTE	181.30	186.30	189.70

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