



ADOPTED BUDGET

FISCAL YEAR
2022-2023



CHERRIOTS

SALEM AREA MASS TRANSIT DISTRICT



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AGENDA





Salem Area Mass Transit District

VIRTUAL
~ Budget Committee Meeting ~

Thursday, May 5, 2022
6:00 PM

Watch live on ZoomGov:

<https://cherriots-org.zoomgov.com/j/1604601325?pwd=M2RqREU3M25PSW5CSXBnS1hMUk12UT09>

Meeting ID: 160 460 1325 / **Passcode:** 016849

Listen by phone: +1 551 285 1373 **Meeting ID:** 160 460 1325 / **Passcode:** 016849

One tap mobile: +16692545252,,1604601325#,,,016849#

AGENDA

1. CALL TO ORDER AND NOTE OF ATTENDANCE FOR A QUORUM

2. ELECTION OF OFFICERS

- a. Chairperson
- b. Vice-Chair

3. ANNOUNCEMENTS

4. BUDGET MESSAGE

5. PUBLIC COMMENT*

This is the time designated on the agenda for questions or statements by persons in the *virtual* audience. You are encouraged to testify in writing in advance on the Proposed FY2023 Budget or its programs. Send your comments to publictestimony@cherriots.org by 4:00 p.m., the day of the meeting; or mail your comments to SAMTD Budget Committee, 555 Court St. NE, Suite 5230, Salem, OR 97301. Testimony received by the day of the meeting will be read by the Budget Committee at the meeting and will be included in the minutes for public record.

6. DISCUSSION OF THE PROPOSED FY2023 BUDGET

- a. General Fund
- b. Transportation Programs Fund
- c. Capital Project Fund

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 2022-2023 fiscal year in the amount of **\$142,325,113** 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

**If the Budget Committee needs more time to review the proposed budget prior to taking action, Virtual budget committee meetings are also scheduled for Thursday, May 12 and May 19, 2022 at 6:00 p.m. using the same ZOOM meeting I.D. and Passcode.

Please visit the Districts website at <https://www.cherriots.org/meetings/> for further notifications of the Budget Committee meetings and to inspect the proposed budget document on or after April 28, 2022. A copy of budget document may also be inspected or obtained at the Cherriots Administration Office at 555 Court Street NE, Salem, OR 97301 between the hours of 8:00 am and 5:00 pm.

Written public comments are encouraged and can be submitted to: publictestimony@cherriots.org by 4:00 pm on Thursday, May 5, 2022. Persons wishing to provide verbal public comment should contact the clerk of the board to make arrangements using the Zoom platform either by "Chat" or by "Raising Your Hand" to be called upon at the appropriate time. Instructions will be explained during the Zoom meeting. Please provide your full name and address for the public record, and limit your public comments to three minutes.

Meetings may conclude on May 5, 2022 if the Budget Committee takes action to approve the FY2022-2023 Proposed Budget. However, virtual Budget Committee meetings are also scheduled on May 12 and 19, 2022 at 6:00 pm, if necessary for deliberation. Public testimony will not be received at these additional meetings.

If you require translation services, please call the clerk of the Board at (503)361-7535 or email linda.galeazzi@cherriots.org in advance.

Visite el sitio web de los distritos en <https://www.cherriots.org/meetings/> para obtener más notificaciones de las reuniones del Comité de Presupuesto y para inspeccionar el documento del presupuesto propuesto a partir del 28 de abril de 2022. También se puede inspeccionar una copia del documento del presupuesto. U obtenido en la Oficina de Administración de Cherriots en 555 Court Street NE, Salem, OR 97301 entre las 8:00 am y las 5:00 pm.

Se recomiendan los comentarios públicos por escrito para la reunión virtual y se pueden enviar a: publictestimony@cherriots.org antes de las 4:00 p. m. del jueves 5 de mayo de 2022. Las personas que deseen proporcionar comentarios públicos verbales deben comunicarse con el secretario de la junta para hacer los arreglos. Usando la plataforma Zoom ya sea por "Chat" o por "Levantar la mano" para ser llamado en el momento apropiado. Las instrucciones se explicarán durante la reunión de Zoom. Proporcione su nombre completo y dirección para el registro público y limite sus comentarios públicos a tres minutos.

Las reuniones pueden concluir el 5 de mayo de 2022 si el Comité de Presupuesto toma medidas para aprobar el Presupuesto propuesto para el año fiscal 2022-2023. Sin embargo, también se programan reuniones virtuales del Comité de Presupuesto el 12 y 19 de mayo de 2022 a las 6:00 p. m., si es necesario para la deliberación. No se recibirán testimonios públicos en estas reuniones adicionales.

Si necesita servicios de traducción, llame al secretario de la Junta al (503) 361-7535 o envíe un correo electrónico a linda.galeazzi@cherriots.org con anticipación.

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BUDGET MESSAGE





To: Salem Area Mass Transit District Budget Committee

From: Allan Pollock, General Manager

Date: May 5, 2022

Subject: FISCAL YEAR 2023 BUDGET MESSAGE

I am very pleased to present the FY23 proposed budget that will bring the District to full service levels beginning in September. While it was the District's intent to implement full service levels in FY 22, continued impacts due to COVID-19, including severe staffing shortages, prevented full implementation. The District did implement Sunday and holiday service in September 2021. Currently, we are operating at 90% of weekday service levels and 100% service levels for Saturday, Sunday, and regional service.

In April, we began our third year of operations in the COVID-19 pandemic environment. As I stated in 2020 and last year, these are unprecedented times and we are operating in an environment of uncertainty. To ensure our employees and customers were safe, the District participated in the American Public Transportation Association's (APTA) Health & Safety Commitments program. The District has put in place policies and practices that transit users have told us they want and expect. The program defines four core categories of responsibilities for the District and our riders, thus making a true partnership for health and safety. In short, the campaign is designed to instill customer confidence that Cherriots is implementing best industry practices in our efforts to provide safe transit service to the community.

The proposed budget provides the resources for the District's FY23 operations and capital plan. The primary focus for the year will continue to be rebuilding ridership and community trust. Ridership has suffered a significant decrease as a result of COVID-19 during the last two years. However, ridership is slowly increasing with small incremental growth each month.

FY22 Year in Review

To the general community it appeared that the District was focused on providing essential transit service, which is true, but much was happening behind the scenes to prepare for our future. We spent a substantial amount of time on two major activities that I believe will show significant long-term positive impacts: the development of the District's Diversity, Equity, and Inclusion (DEI) Strategic Plan and the District's Organizational Strategic Plan.

The District is partnering with Keen Independent Research in developing our DEI strategic plan. Led by a Board subcommittee, the plan is on schedule for Board adoption this summer. This plan will guide Board and staff actions to ensure that the people who live in our community feel safe and welcome every time they use a Cherriots service or visit any of our properties. It is our goal to ensure the organization demographics reflect those of our community.

The District is also partnering with TransPro Consulting to develop a new organizational strategic plan. This plan, also scheduled for Board adoption this summer, will update our guiding principles, establish strategic areas of focus, establish success outcomes, and the tactics, success measures, and first year work plan. Both of these documents will serve as guides as the District moves beyond COVID-19 and creates a Cherriots for the future.

From a financial perspective, the District fared excellent. The District continued to utilize federal COVID-19 funds to maintain operations and full employment of the workforce. The District was awarded its second consecutive federal low-no emission grant for \$6.3 million for the purchase of electric vehicles. We were also awarded a Community Initiatives Project for \$6.3 million for additional electric vehicles. Coupled with the first low-no emission grant, the District will be purchasing 15 battery electric buses and associated infrastructure, which will allow us to establish the District's first "Electric Corridor" on Route 11. This will also allow us to maintain our leadership role in Oregon as the "Cleanest Transit Fleet in Oregon."

I continue to be proud of Team Cherriots. Our workforce stepped up and did what was necessary to ensure we transported essential workers to essential jobs and others to essential services. Our frontline workforce, in the face of extreme unknowns and a deadly pandemic, provided essential transit service to keep our community moving.

Ridership has slowly recovered since the advent of COVID-19. As you can see from the chart below, we expect to exceed two million rides this year, approximately 65% of pre-COVID levels. I am extremely proud knowing we helped keep the Mid-Willamette Valley moving during this once-in-a-lifetime crisis.

The District also received recognition from the Government Finance Officers Association (GFOA) earning its ninth consecutive Certificate of Achievement for Excellence in Financial Reporting for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2020.

Fiscal Year 2023 Review

As I look ahead to FY 2023 it will once again be a challenging but impactful year. As we complete the transition from a pandemic operating environment to an endemic operating environment, we will move to a 100% budgeted service level beginning in September. The District also has planned for several major projects and activities in FY 23 to include:

- Implementation of components of the first year of the new strategic plan with an organizational transition focused on newly adopted strategic areas of focus.
- Implementation of the new DEI plan.
- Activation of the Electric Corridor and introduce the first 10 zero emission battery electric buses into the Cherriots Local fleet.
- Transition into the new HR/Finance software to improve efficiency, financial reporting, and reduce redundant activity.
- Completion of a contract with the Amalgamated Transit Union (ATU). Our current contract expires on June 30, 2022. Contract negotiations are currently in progress amidst an environment of high inflation and a tight labor market.
- Submit the 2023-25 biennium Statewide Transportation Improvement Fund (STIF) application to continue to improve and enhance Cherriots service. This fund is the employee payroll tax established in Oregon House Bill 2017.
- Implementation of an electronic fare payment system.
- Continuation of the South Salem Mobility Hub project.
- Completion of the long-range transit plan.

Conclusion

The FY23 Budget will provide the resources to implement a full year of service, as approved by the Board prior to the COVID-19 pandemic. I would like to thank the Board of Directors, Budget Committee Citizen Members, and the District staff for the commitment they have made to this community. While we continue to operate in uncertainty, it is important for the community to know that Cherriots will be there for them to help with essential trips.

FY 2023

Budget Message

Salem Area Mass Transit District
May 5, 2022





FY 2022 Year in Review

- Essential Service
- Diversity, Equity, and Inclusion Strategic Plan
- Organization Strategic Plan



Financial Impact

- COVID-19 Federal Funds \$16.2 Million

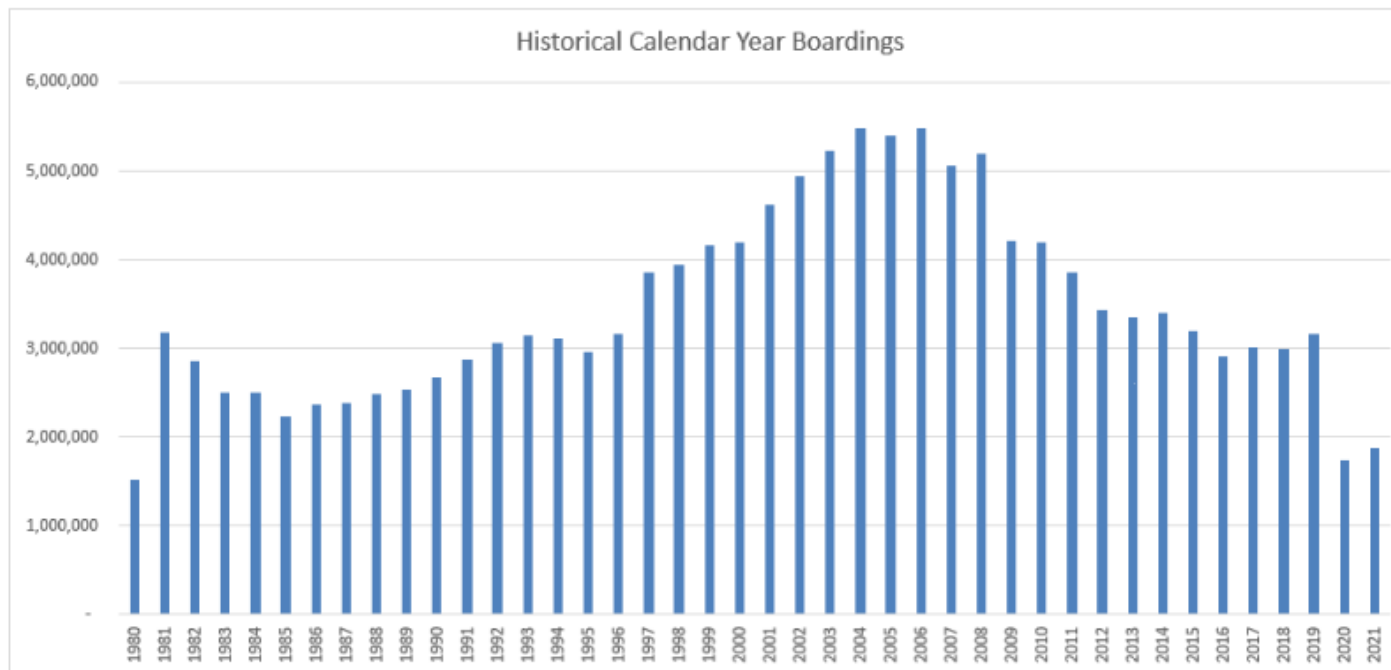
Funding for 15 Battery Electric Buses and Associated Infrastructure:

- 2020 Low-No Grant \$3.5 Million
- 2021 Low-No Grant \$6.3 Million
- 2021 Community Initiatives Project \$6.3 Million



1980-2021 Ridership Chart

Year	Ridership
2019	3,167,851
2020	1,745,365
2021	1,883,348
2022	Q1: 516,321 Projected: 2,065,000





FY 2023 Review

- Strategic Plan Implementation
- DEI Plan Implementation
- Activation of the Electric Corridor
- Complete Contract Negotiations
- Implement Technology Projects
- South Salem Mobility Hub
- Long Range Transit Plan



- Full Implementation of Service Plan
- Cherriots is an Essential Community Service

Thank you for Serving

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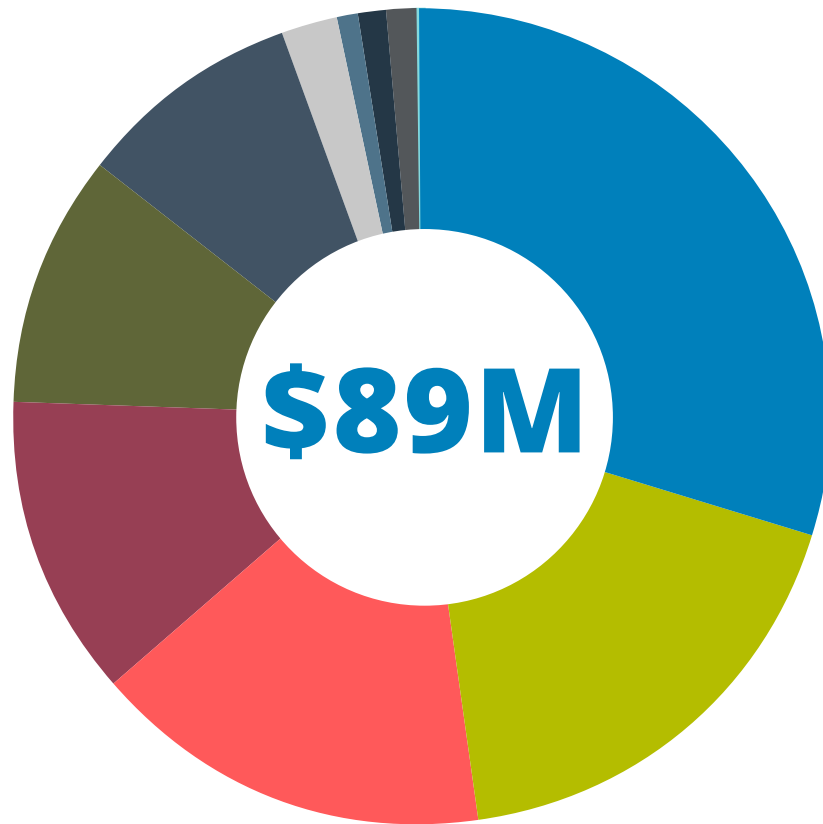
BUDGET PRESENTATION





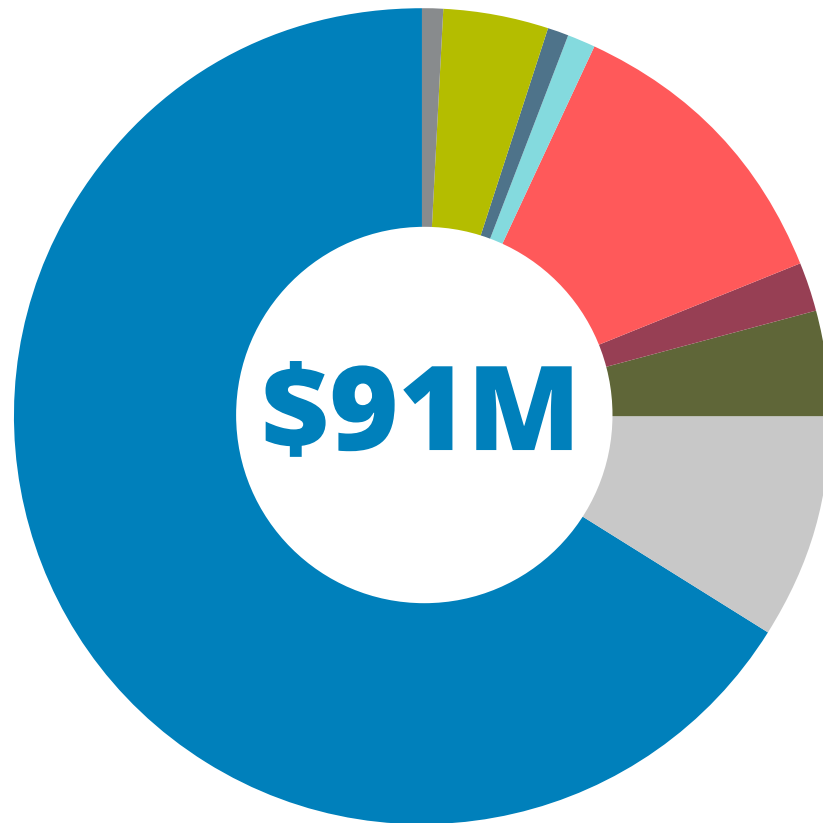
TOTAL RESOURCES AND REQUIREMENTS





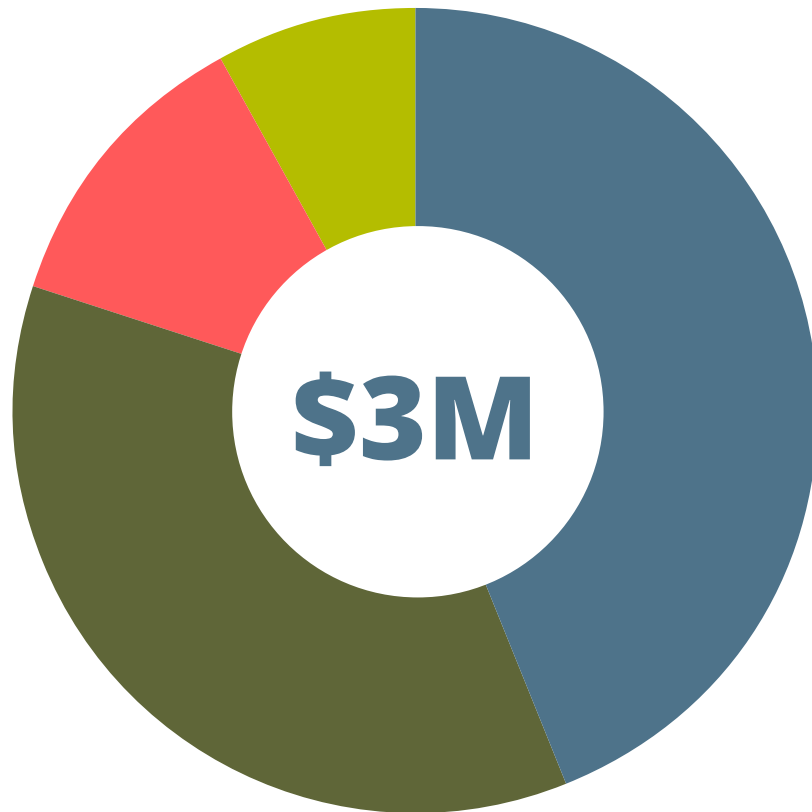
\$89,257,076 DISTRICT WIDE REVENUES/RESOURCES

<div></div>	30%	FEDERAL REVENUE \$26,910,301
<div></div>	18%	FEDERAL ARPA REVENUE \$16,226,112
<div></div>	16%	PROPERTY TAXES \$14,181,650
<div></div>	12%	TRANSFERS IN \$10,573,385
<div></div>	10%	STIF REVENUE \$8,319,889
<div></div>	9%	OREGON IN-LIEU \$8,000,820
<div></div>	2%	PASSENGER FARE \$2,021,727
<div></div>	1%	STIF PASSTHROUGH \$1,070,801
<div></div>	1%	OTHER REVENUE \$954,582
<div></div>	1%	STATE STF \$741,161
<div></div>	0%	STF PASSTHROUGH \$256,648



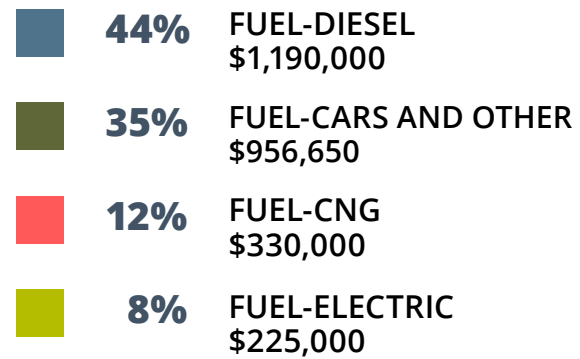
\$90,773,394 DISTRICT WIDE EXPENSES/REQUIREMENTS



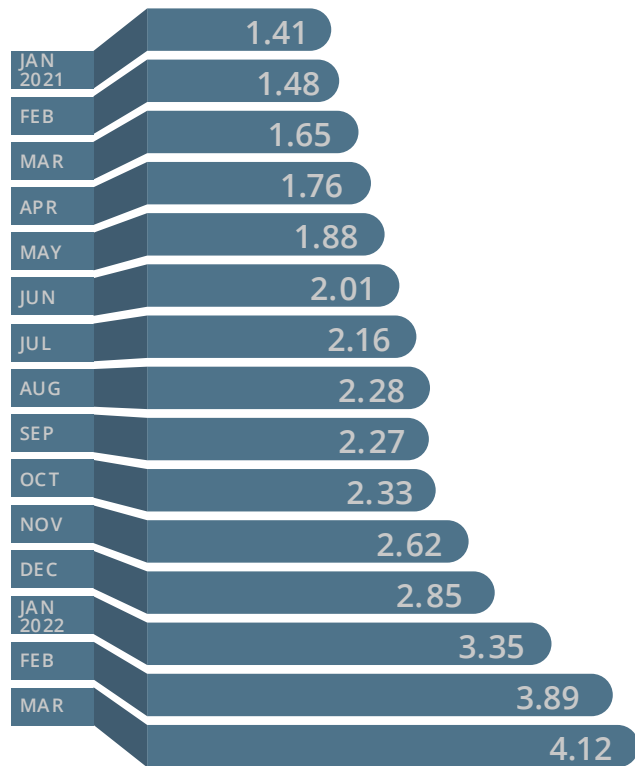


\$2,701,650

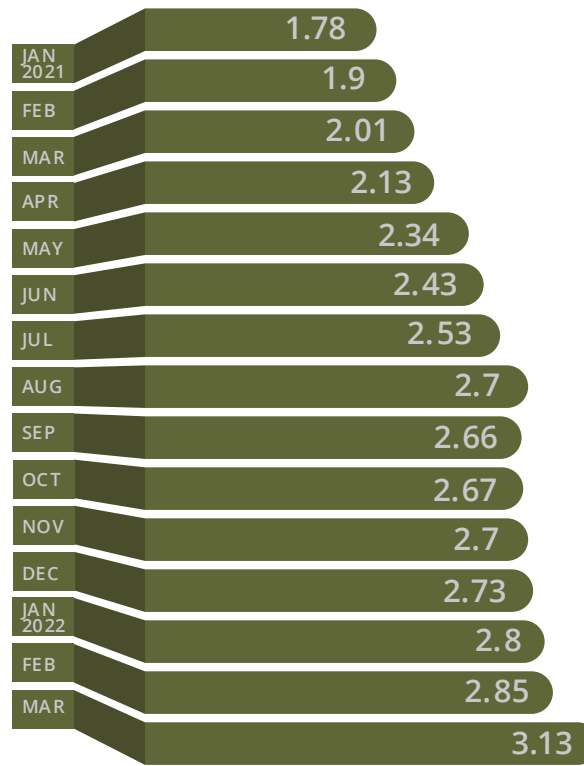
FUEL COSTS



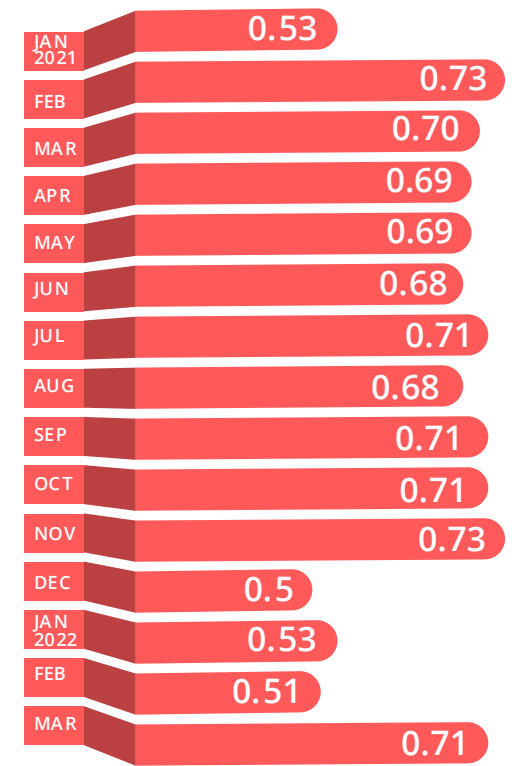
DIESEL FUEL COSTS



UNLEADED FUEL COSTS



CNG COST/GALLON





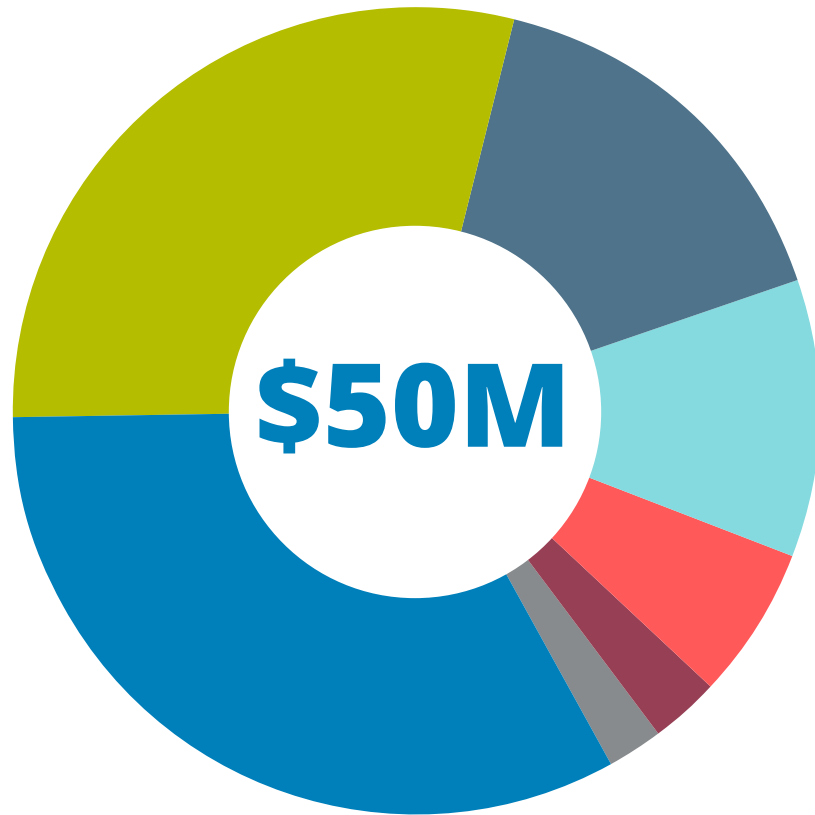
QUESTIONS ?





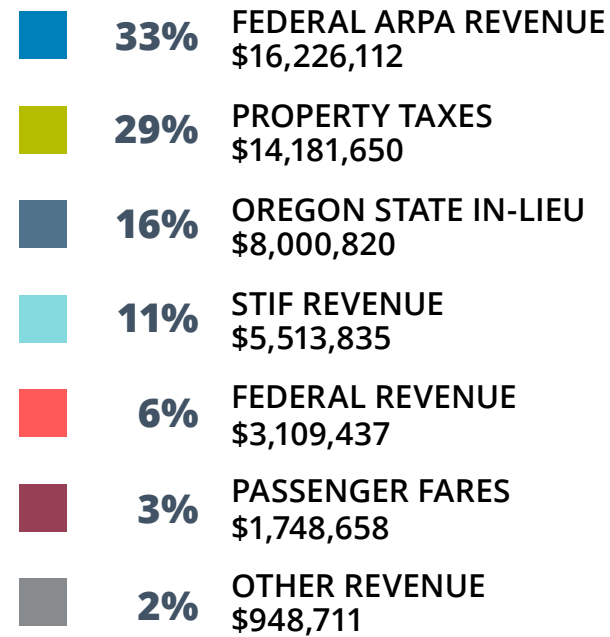
GENERAL FUND

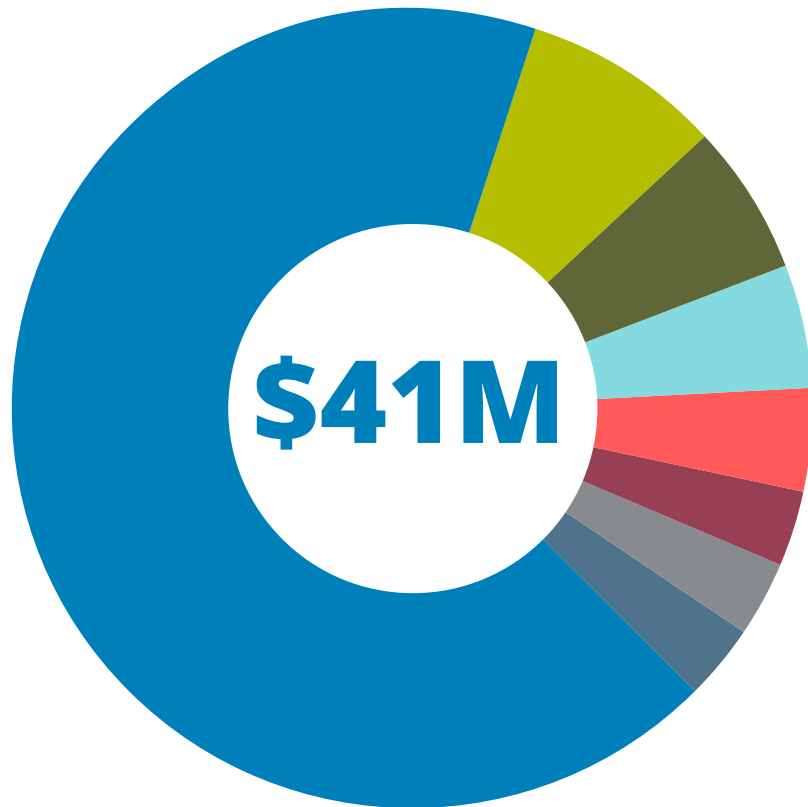




\$49,729,223

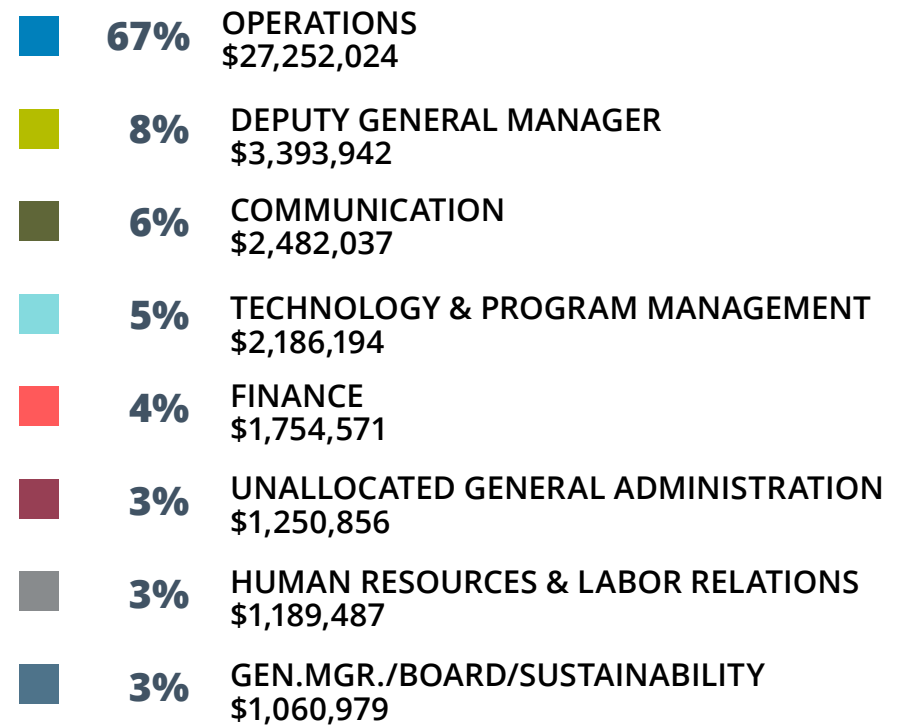
GENERAL FUND REVENUES/RESOURCES





\$40,570,090

GENERAL FUND EXPENSES/REQUIREMENTS



General Fund

	FY2022-23		
	Adopted	Percent	Cumulative
Materials and Services	Budget	of Total	Percent
Other Professional & Technical	2,776,772	31.1%	31.1%
Fuel	1,780,250	19.9%	51.1%
Vehicle Maintenance	1,308,792	14.7%	65.7%
Software Licensing and Annual Maintenance	424,031	4.8%	70.5%
Premium for General Liability	346,500	3.9%	74.4%
Travel, meetings, training, education	308,280	3.5%	77.8%
Utilities	262,606	2.9%	80.8%
Uniforms & Supplies	225,150	2.5%	83.3%
Vanpool Lease	225,000	2.5%	85.8%
All Other Material & Supplies	198,936	2.2%	88.0%
Contract Maintenance Services	187,030	2.1%	90.1%
Printing	185,750	2.1%	92.2%
Other Services	167,205	1.9%	94.1%
Other Misc. Expenses	148,593	1.7%	95.7%
Condo Assn. Courthouse Square	138,507	1.6%	97.3%
Advertising Media & Fees	95,500	1.1%	98.4%
Dues & Subscriptions	94,385	1.1%	99.4%
Match and Pass Through Requirements	27,000	0.3%	99.7%
Other Losses & settlements	25,000	0.3%	100.0%
Materials and Services Total	\$ 8,925,287		

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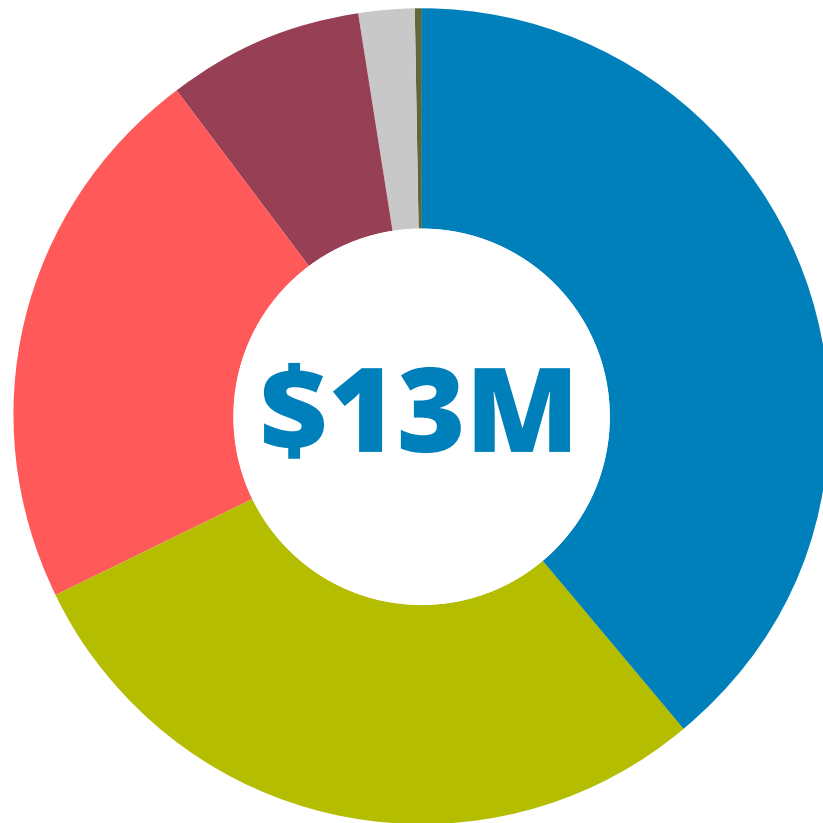
QUESTIONS ?





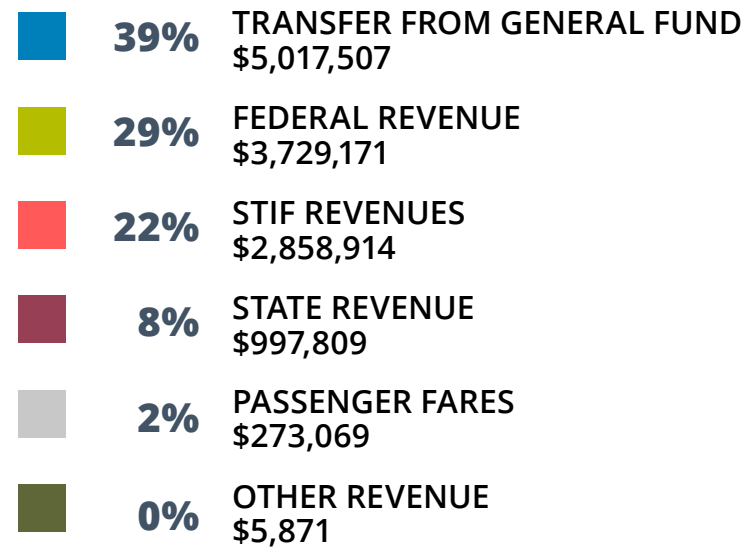
TRANSPORTATION PROGRAMS FUND

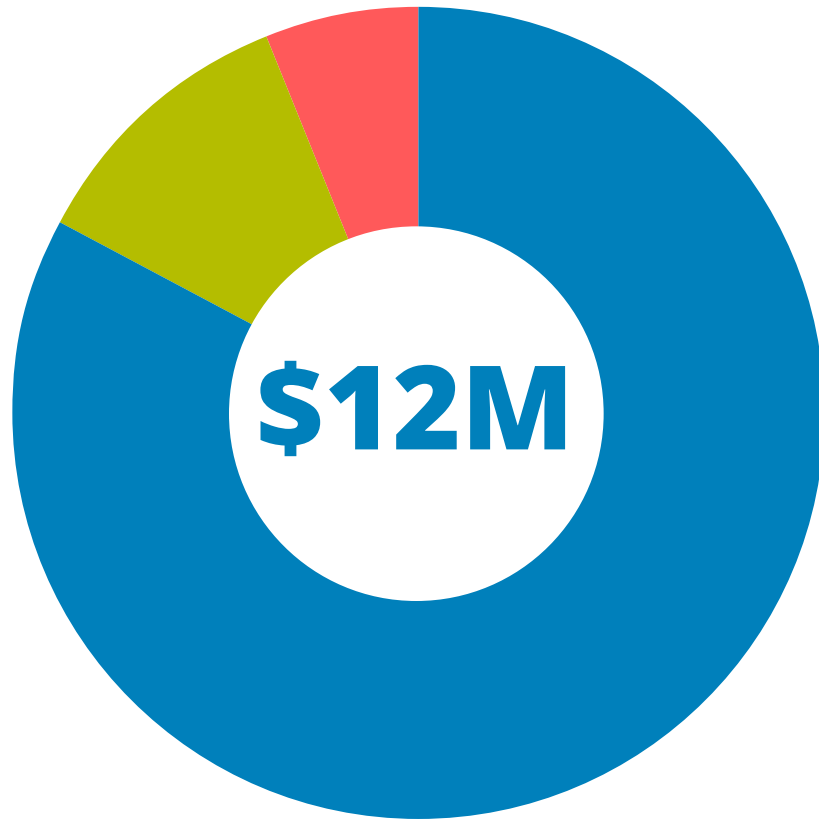




\$12,882,341

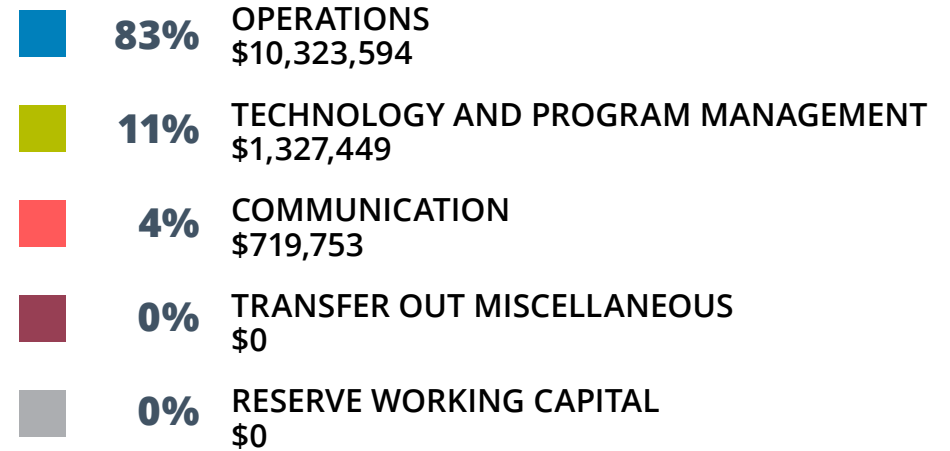
TRANSPORTATION PROGRAMS FUND
REVENUES/RESOURCES

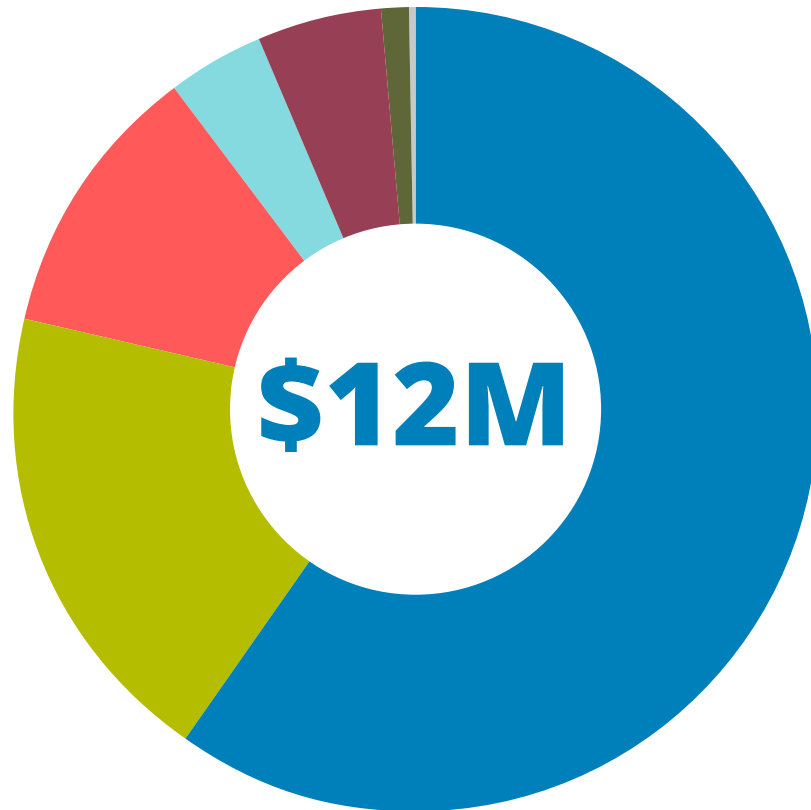




\$12,370,796

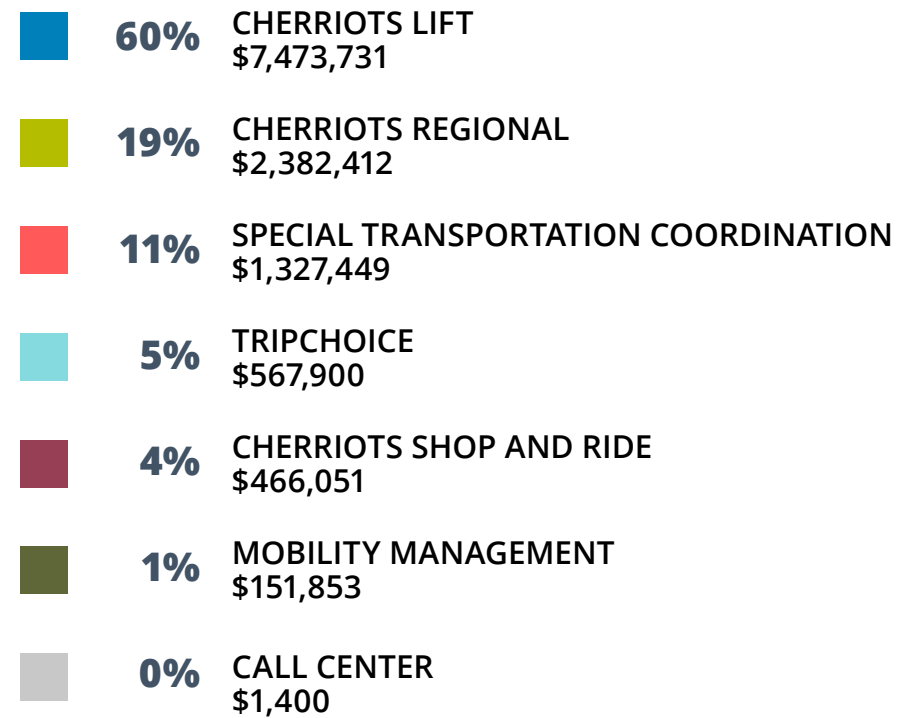
TRANSPORTATION PROGRAMS FUND
REQUIREMENTS





\$12,370,796

TRANSPORTATION PROGRAMS
FUND REQUIREMENTS BY PROGRAM



Transportation Program Funds

	FY2022-23		
Materials and Services	Adopted Budget	Percent of Total	Cumulative Percent
Contract Transportation	7,366,585	73.72%	73.7%
Fuel	921,400	9.22%	82.9%
Brokerage Contract	475,635	4.76%	87.7%
Other Professional & Technical	294,990	2.95%	90.7%
Match and Pass Through Requirement	291,000	2.91%	93.6%
RouteMatch Tablet Lease	208,000	2.08%	95.6%
Vehicle Maintenance	199,500	2.00%	97.6%
Software Licensing and Annual Mainte	104,000	1.04%	98.7%
Utilities	23,950	0.24%	98.9%
Advertising Media & Fees	22,000	0.22%	99.1%
Printing	17,000	0.17%	99.3%
Radio Charges	22,800	0.23%	99.5%
Travel, meetings, training, education	18,300	0.18%	99.7%
All Other Material & Supplies	13,550	0.14%	99.9%
Other Misc. Expenses	5,500	0.06%	99.9%
Other Services	3,620	0.04%	100.0%
Dues & Subscriptions	2,800	0.03%	100.0%
Uniforms & Supplies	1,210	0.01%	100.0%
Contract Maintenance Services	500	0.01%	100.0%
Materials and Services Total	9,992,340		



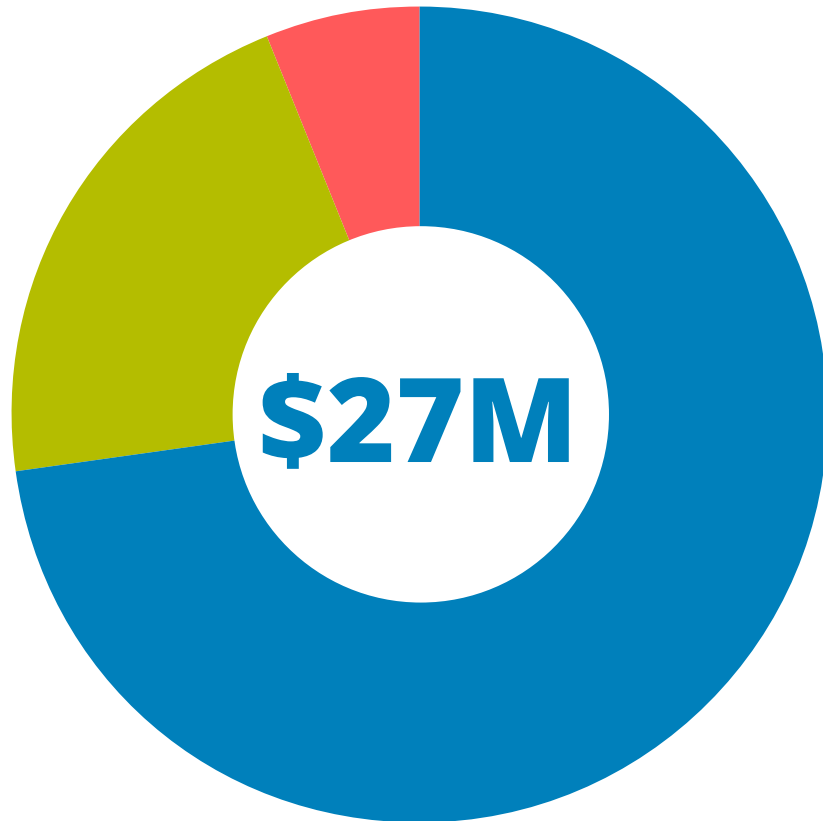
QUESTIONS ?





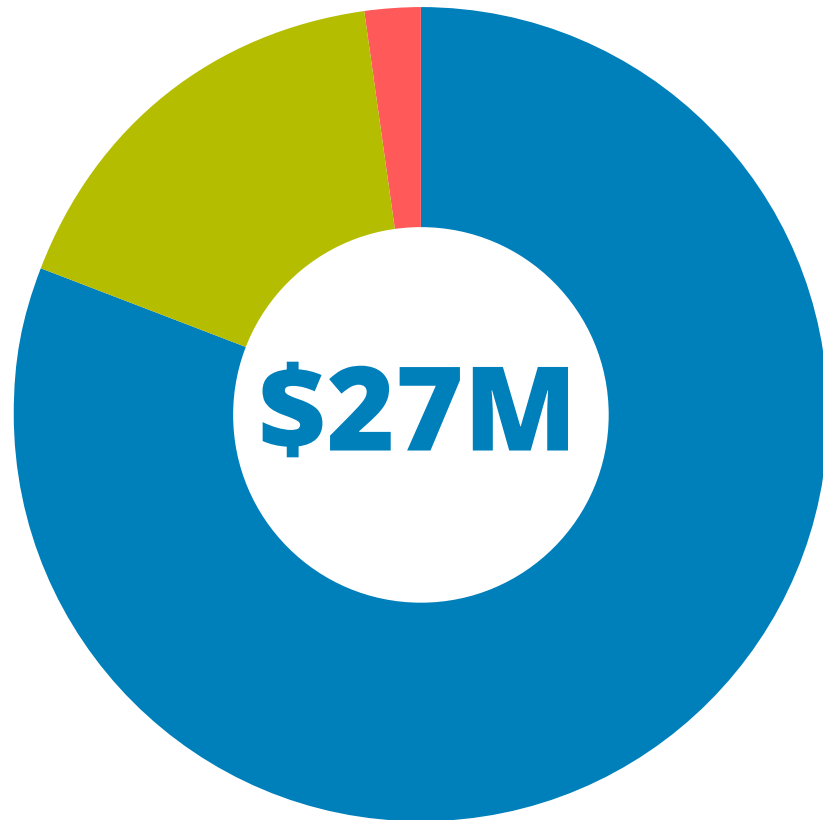
CAPITAL PROGRAMS FUND





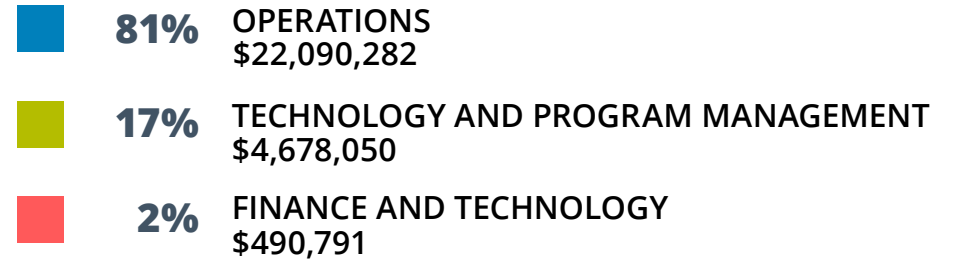
\$26,645,512 CAPITAL PROJECT FUND REVENUES/
RESOURCES

- 73%** FEDERAL FUNDING
\$19,575,718
- 21%** TRANSFERS FROM OTHER FUNDS
\$5,555,878
- 6%** STATE FUNDING
\$1,513,916



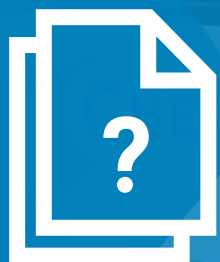
\$27,259,123

CAPITAL PROJECT FUND EXPENSES/
REQUIREMENTS



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QUESTIONS ?





APPROVAL ?



RESOLUTION NO. 2022-04**Adopt the Fiscal Year 2022-23 Budget for
Salem Area Mass Transit District**

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit District hereby adopts the budget for fiscal year 2022-2023 in the total amount of \$142,285,113; 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, 2022, and for the purposes shown below are hereby appropriated:

General Fund		Transportation Programs Fund	
General Manager/Board/Sustainability	\$ 1,060,979	General Manager/Board/SIPM	\$ -
Deputy General Manager	3,393,942	Technology & Program Management	1,327,449
Human Resources and Labor Relations	1,189,487	Operations	10,323,594
Finance	1,754,571	Communication	719,753
Technology & Program Management	2,186,194	Transfers	-
Communication	2,482,037	Total	\$ 12,370,796
Operations	27,252,024		
Unallocated - General Administration	1,250,856		
Transfers	10,573,385		
Contingency	1,500,000		
Total	\$ 52,643,475		
Capital Project Fund			
Finance & Technology	\$ 490,791		
Technology & Program Management	4,678,050		
Operations	22,090,282		
Transfers	-		
Total	\$ 27,259,123		
		Total Appropriations, All Funds	\$ 92,273,394
		Total Unappropriated and Reserve Amounts, All Funds	\$ 50,011,719
		TOTAL APPROVED BUDGET	\$ 142,285,113

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 the tax year 2022-2023 upon assessed value of all taxable property within the district as follows:

General Government Limitation

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

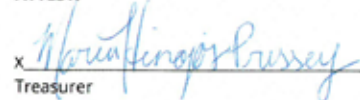
Excluded from Limitation

\$0.00

The above resolution statements were approved and declared adopted on this 23th day of June 2022.

x 
 President
 Board of Directors

ATTEST:

x 
 Treasurer
 Board of Directors





REVENUE AND EXPENDITURES ALL FUNDS



SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District								
Adopted Budget - Fiscal Year 2022-23								
District Wide Revenues/Resources & Expenses/Requirements								
Resolution Summary	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operating Revenues/Resources								
1 Passenger Fares	\$ 2,056,138	\$ 1,532	\$ 1,869,397	\$ 1,182,630	\$ 2,021,727	\$ 839,097	71.0%	1
2 Federal STP Funds	1,699,528	1,045,927	809,452	2,980,678	3,934,503	953,825	32.0%	2
3 Federal Direct 5310 Funds	256,156	237,385	496,960	252,228	640,009	387,781	153.7%	3
4 Federal 5310 Funds Through State	910,199	1,362,589	1,715,588	1,195,007	894,239	(300,768)	-25.2%	4
5 Federal 5311 Funds	325,137	364,019	620,896	334,373	1,232,648	898,275	268.6%	5
6 Federal 5311 CARES ACT Through State	73,947	461,250	104,169	-	-	-		6
7 Federal 5303 Planning Grant	120,729	70,649	167,765	120,000	120,000	-	0.0%	7
8 DD53 Revenues	1,850,146	168,502	204,692	881,175	293,910	(587,265)	-66.6%	8
9 FTA 5339 Funds	2,477,924	207,205	263,634	4,733,928	12,019,487	7,285,559	153.9%	9
10 CRRSAA 5307	-	-	13,966,438	12,447,862	-	(12,447,862)	-100.0%	10
11 CARES ACT Revenues	3,362,418	12,213,292	256,630	-	-	-		11
12 Federal 5307 Discretionary	-	-	-	2,094,298	-	(2,094,298)	-100.0%	12
13 Federal 5307	5,602,314	40,678	7,978,248	6,270,480	6,742,802	472,322	7.5%	13
14 ARPA 5307	-	-	5,000,000	5,000,000	16,226,112	11,226,112	224.5%	14
15 Corona Relief Funds	199,895	50,093	-	-	-	-		15
16 Flex Funds	98,032	-	-	-	-	-		16
17 Federal 5309 Funds	538,774	-	-	-	-	-		17
18 TripChoice Grant	189,301	185,729	137,322	216,172	216,172	-	0.0%	18
19 In-Kind Match	-	-	-	39,703	-	(39,703)	-100.0%	19
20 TDM Grant	154,883	140,813	296,987	320,556	320,556	-	0.0%	20
21 State 5339 Discretionary Funds	-	-	-	495,975	495,975	-	0.0%	21
22 STF Pass Through Funds	255,768	261,024	261,904	256,648	256,648	-	0.0%	22
23 State STF Funds	740,593	740,596	741,161	551,735	741,161	189,426	34.3%	23
24 STIF Pass Through Funds	308,176	736,140	525,500	460,000	1,070,801	610,801	132.8%	24
25 State STIF Formula Funds	6,229,704	7,214,073	4,032,938	7,189,131	7,301,948	112,817	1.6%	25
26 STIF Discretionary	7,881	227,739	806,868	749,005	1,017,941	268,936	35.9%	26
27 Non-Federal or State Grants	18,894	-	-	-	-	-		27
28 Advertising	125,324	148,306	92,954	120,000	-	(120,000)	-100.0%	28
29 Miscellaneous	243,883	724,897	214,866	479,047	225,157	(253,890)	-53.0%	29
30 Insurance Settlement	10,023	-	-	-	-	-		30
31 Property Taxes	12,962,119	13,596,564	13,765,000	13,024,148	14,181,650	1,157,502	8.9%	31
32 Oregon State In-Lieu	7,193,870	7,665,837	8,309,634	7,408,167	8,000,820	592,653	8.0%	32
33 Interest on Investments	314,596	161,860	232,840	227,780	288,425	60,645	26.6%	33
34 Energy Tax Credit	-	573,660	243,000	225,000	225,000	-	0.0%	34
35 Renewable Natural Gas Credit	88,763	170,601	186,000	220,000	216,000	(4,000)	-1.8%	35
36 Transfers In	1,569,609	3,904,138	2,431,122	7,467,236	10,573,385	3,106,149	41.6%	36
37 Operating Revenues/Resources Total	\$ 49,984,724	\$ 52,675,098	\$ 65,731,965	\$ 76,942,962	\$ 89,257,076	\$ 12,314,114	16.0%	37

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

District Wide Revenues/Resources & Expenses/Requirements				FY2021-22 Year-	FY2021-22 Adopted	FY2022-23	Change from	Percent	
Resolution Summary		FY2019-20 Actual	FY2020-21 Actual	End Estimate	Budget	Adopted Budget	FY2021-22 Budget	Change	
Operating Expenses/Requirements									
38	General Manager/Board of Directors/Sustainability	\$ 2,656,274	\$ 2,805,196	\$ 831,800	\$ 1,036,252	\$ 1,060,979	\$ 24,727	2.4%	38
39	Deputy General Manager	-	-	2,484,005	2,665,239	3,393,942	728,703	27.3%	39
40	Human Resources & Labor Relations	916,987	857,228	789,598	929,039	1,189,487	260,448	28.0%	40
41	Communication	2,132,337	1,833,418	2,116,343	2,970,630	3,201,790	231,160	7.8%	41
42	Finance	2,786,060	3,095,203	1,589,795	2,297,704	2,245,362	(52,342)	-2.3%	42
43	Technology & Program Management	-	-	2,529,384	6,870,253	8,191,693	1,321,440	19.2%	43
45	Operations	35,342,407	32,209,968	31,115,769	48,343,627	59,665,900	11,322,273	23.4%	45
46	Unallocated General Administration	1,090,989	1,050,438	1,281,592	1,252,425	1,250,856	(1,569)	-0.1%	46
47	Operating Expenses/Requirements Total	\$ 44,925,054	\$ 41,851,451	\$ 42,738,286	\$ 66,365,169	\$ 80,200,009	\$ 13,834,840	20.8%	47
Operating Revenue/Resources less Operating									
48	Expenses/Requirements	\$ 5,059,670	\$ 10,823,647	\$ 22,993,679	\$ 10,577,793	\$ 9,057,067	\$ (1,520,726)	-14.4%	48
49	Transfer to Transportation Programs Fund	(1,557,609)	(1,585,600)	(1,555,000)	(4,204,192)	(5,017,507)	(813,315)	19.3%	49
50	Transfer to Capital Fund	(12,000)	(2,318,538)	(876,122)	(3,263,044)	(5,555,878)	(2,292,834)	70.3%	50
51	Transfers to Other Funds Total	\$ (1,569,609)	\$ (3,904,138)	\$ (2,431,122)	\$ (7,467,236)	\$ (10,573,385)	\$ (3,106,149)	41.6%	51
52	Net Operating & Transfers to Other Funds Total	\$ 3,490,061	\$ 6,919,509	\$ 20,562,557	\$ 3,110,557	\$ (1,516,318)	\$ (4,626,875)	-148.7%	52
53	Contingency	-	-	(1,500,000)	(1,500,000)	(1,500,000)	-	0.0%	53
54	Reserved Working Capital	-	-	-	(36,398,398)	(50,011,719)	(13,613,321)	37.4%	54
55	Other Designations Total	\$ -	\$ -	\$ (1,500,000)	\$ (37,898,398)	\$ (51,511,719)	\$ (13,613,321)	35.9%	55
Net Operating, Transfers to Other Funds & Other									
56	Designations Total	\$ 3,490,061	\$ 6,919,509	\$ 19,062,557	\$ (34,787,841)	\$ (53,028,037)	\$ (18,240,196)	52.4%	56
57	Beginning Working Capital	23,555,910	27,045,971	33,965,480	34,787,841	53,028,037	18,240,196	52.4%	57
58	Ending Working Capital	\$ 27,045,971	\$ 33,965,480	\$ 53,028,037	\$ -	\$ -	\$ -		58

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PERSONNEL SERVICES



SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Personnel Services Comparison		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
District Wide									
1	Wages	\$ 14,576,443	\$ 15,984,991	\$ 16,195,214	\$ 17,672,643	\$ 19,016,574	\$ 1,343,931	7.6%	1
2	Medical	4,951,841	5,115,597	5,791,634	6,474,593	6,563,213	88,620	1.4%	2
3	Retirement	3,753,917	4,199,371	4,084,558	4,825,897	5,064,385	238,488	4.9%	3
4	Workers Compensation	248,353	171,078	272,847	311,387	328,383	16,996	5.5%	4
5	Other	1,306,945	1,450,232	1,436,269	1,547,105	1,723,254	176,149	11.4%	5
6	District Wide Total	\$ 24,837,499	\$ 26,921,269	\$ 27,780,522	\$ 30,831,625	\$ 32,695,809	\$ 1,864,184	6.0%	6
General Fund									
General Manager									
7	General Manager	\$ 399,846	\$ 417,645	\$ 477,068	\$ 418,594	\$ 595,827	\$ 177,233	42.3%	7
8	Board of Directors	-	-	-	62,000	23,700	(38,300)	-61.8%	8
9	Sustainability	194,201	218,569	-	135,058	-	(135,058)	-100.0%	9
10	General Manager Total	\$ 594,047	\$ 636,214	\$ 477,068	\$ 615,652	\$ 619,527	\$ 3,875	0.6%	10
Deputy General Manager									
11	Deputy General Manager	\$ -	\$ -	\$ 332,910	\$ 333,753	\$ 357,253	\$ 23,500	7.0%	11
12	Planning	-	-	-	587,626	767,245	179,619	30.6%	12
13	Security & Emergency Management	-	-	-	444,198	588,730	144,532	32.5%	13
14	Deputy General Manager Total	\$ -	\$ -	\$ 332,910	\$ 1,365,577	\$ 1,713,228	\$ 347,651	70.1%	14
Human Resources & Labor Relations									
15	Human Resources	\$ 512,160.00	\$ 558,111.00	\$ 431,576.00	\$ 556,432.00	\$ 775,095.00	\$ 218,663.00	39.3%	15
16	Human Resources Safety/Loss Control	138,250	92,105	112,421	116,554	154,422	37,868	32.5%	16
17	Human Resources & Labor Relations Total	\$ 650,410	\$ 650,216	\$ 543,997	\$ 672,986	\$ 929,517	\$ 256,531	38.1%	17
Finance									
18	Finance	\$ 1,099,089.00	\$ 1,098,109.00	\$ 1,049,863.00	\$ 1,342,935.00	\$ 1,278,353.00	\$ (64,582.00)	-4.8%	18
19	Procurement	270,961	299,042	305,973	313,819	337,630	23,811	7.6%	19
20	Information Technology	742,125	869,726	-	-	-	-		20
21	Finance Total	\$ 2,112,175	\$ 2,266,877	\$ 1,355,836	\$ 1,656,754	\$ 1,615,983	\$ (40,771)	-2.5%	21
Technology & Program Management									
22	Information Technology	\$ -	\$ -	\$ -	\$ 925,667.00	\$ 964,322.00	\$ 38,655.00	4.2%	22
23	Program Management	-	-	-	250,175	254,726	4,551	1.8%	23
24	Technology & Program Management Total	\$ -	\$ -	\$ -	\$ 1,175,842	\$ 1,219,048	\$ 43,206	6.0%	24

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

								Change from							
Personnel Services Comparison		FY2019-20 Actual		FY2020-21 Actual		FY2021-22 Year-End Estimate		FY2021-22 Adopted Budget		FY2022-23 Adopted Budget		FY2021-22 Budget		Percent Change	
Communication															
25	Marketing & Communication	\$	558,548	\$	590,292	\$	629,075	\$	602,167	\$	649,234	\$	47,067	7.8%	25
26	Travel Trainer		58,839		50,386		40,175		170,445		181,835		11,390	6.7%	26
27	Customer Service		696,778		636,880		676,456		773,842		840,599		66,757	8.6%	27
28	Communication Total	\$	1,314,165	\$	1,277,558	\$	1,345,706	\$	1,546,454	\$	1,671,668	\$	125,214	8.1%	28
Operations															
29	Operations Administration	\$	630,944	\$	570,521	\$	406,032	\$	521,684	\$	698,451	\$	176,767	33.9%	29
30	Operations Planning		514,106		552,003		-		-		-		-		30
31	Vehicle Maintenance		3,161,424		3,345,556		3,261,609		3,622,320		3,821,005		198,685	5.5%	31
32	Facilities Maintenance		820,908		1,067,063		1,134,444		1,253,354		1,111,314		(142,040)	-11.3%	32
33	Security & Emergency Management		160,905		271,224		-		-		-		-		33
34	Cherriots Local Service		13,531,360		14,990,269		15,423,263		16,922,158		17,868,552		946,394	5.6%	34
35	Operations Total	\$	18,819,647	\$	20,796,636	\$	20,225,348	\$	22,319,516	\$	23,499,322	\$	1,179,806	5.3%	35
Unallocated															
36	General Administration	\$	287,384	\$	255,388	\$	362,426	\$	370,000	\$	376,510	\$	6,510	1.8%	36
37	Unallocated Total	\$	287,384	\$	255,388	\$	362,426	\$	370,000	\$	376,510	\$	6,510	1.8%	37
38	General Fund Total	\$	23,777,828	\$	25,882,889	\$	24,643,291	\$	29,722,781	\$	31,644,803	\$	1,922,022	6.5%	38
Transportation Programs Fund															
Communication															
39	Cherriots TripChoice	\$	287,370	\$	292,262	\$	274,808	\$	344,246	\$	317,450	\$	(26,796)	-7.8%	39
40	Communication Total	\$	287,370	\$	292,262	\$	274,808	\$	344,246	\$	317,450	\$	(26,796)	-7.8%	40
Operations															
41	Cherriots LIFT		384,871		399,478		334,164		414,344		433,069		18,725	4.5%	41
42	Cherriots Shop & Ride		29,511		24,902		25,336		36,151		38,532		2,381	6.6%	42
43	Cherriots Regional		171,760		183,848		304,851		240,238		187,702		(52,536)	-21.9%	43
44	Cherriots Call Center		7,411		2,757		3,565		1,320		1,400		80	6.1%	44
45	Mobility Management		163,441		131,705		113,517		70,545		72,853		2,308	3.3%	45
46	Operations Total	\$	756,994	\$	742,690	\$	781,433	\$	762,598	\$	733,556	\$	(29,042)	-3.8%	46
General Manager/Board of Directors/SIPM															
47	Special Transportation Coordination	\$	272	\$	1,211	\$	256	\$	2,000	\$	-	\$	(2,000)	-100.0%	47
48	General Manager/Board of Directors/SIPM Total	\$	272	\$	1,211	\$	256	\$	2,000	\$	-	\$	(2,000)	-100.0%	48
49	Transportation Programs Fund Total	\$	1,044,636	\$	1,036,163	\$	1,056,497	\$	1,108,844	\$	1,051,006	\$	(57,838)	-5.2%	49

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Personnel Services Comparison		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change
Capital Projects Fund								
Operations								
50	Del Webb Facility Improvements	\$ 306	\$ -	\$ -	\$ -	\$ -	\$ -	50
51	Operations Total	\$ 306	\$ -	\$ -	\$ -	\$ -	\$ -	51
Transportation Development								
52	Keizer Transit Center	\$ 2,977	\$ -	\$ -	\$ -	\$ -	\$ -	52
53	South Salem Transit Center	-	352	-	-	-	-	53
54	Bus Stops & Shelters	5,096	-	-	-	-	-	54
55	Transportation Development Total	\$ 8,073	\$ 352	\$ -	\$ -	\$ -	\$ -	55
56	Capital Projects Fund Total	\$ 15,034	\$ 15,034	\$ 3,365	\$ -	\$ -	\$ -	
57	District Wide Total	\$ 24,837,498	\$ 26,934,086	\$ 25,703,153	\$ 30,831,625	\$ 32,695,809	\$ 1,864,184	6.0%

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2019-20 Amended Budget	FY2020-21 Amended Budget	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	
General Fund						
General Manager Division						
1	General Manager	1.0	1.0	1.0	1.0	1
2	Executive Assistant - GM	1.5	1.0	1.0	1.0	2
3	Strategic Initiatives Administrator	-	1.0	1.0	1.0	3 renamed from Sustainability Program Administrator
4	Director of Strategic Initiatives/Program Mgmt	1.0	1.0	-	-	4
5	Administrative Assistant - Fin/Strategic Plg	-	0.5	-	-	5
6	Total General Manager/Board Division	3.5	4.5	3.0	3.0	6
Deputy General Manager Division						
7	Deputy General Manager	-	-	1.0	1.0	7
8	Executive Assistant - Deputy GM	-	-	1.0	1.0	8
9	Total Deputy General Manager Admin	-	-	2.0	2.0	9
Security & Emergency Management						
10	Security and Emergency Management Manager	-	-	1.0	1.0	10
11	Emergency Coordinator	-	-	1.0	1.0	11
12	Security Coordinator	-	-	1.0	1.0	12
13	Safety & Loss Control Specialist	-	-	-	1.0	13 transferred from Human Resources Division
14	Total Security & Emergency Management	-	-	3.0	4.0	14
Planning						
15	Senior Planner	-	-	1.0	1.0	15
16	Transit Planner II (Programs)	-	-	1.0	1.0	16
17	Transit Planner II (Scheduler)	-	-	1.0	1.0	17
18	Transit Planner I	-	-	1.0	1.0	18
19	Grant Writer	-	-	-	1.0	19 reclassified from Finance Manager and transferred from Finance
20	Total Planning	-	-	4.0	5.0	20
21	Total Deputy General Manager Division	-	-	9.0	11.0	21
Human Resources and Labor Relations Division						
Human Resources						
22	Chief Human Resources Officer	1.0	1.0	1.0	1.0	22 renamed from Director of Human Resources and Labor Relations
23	Human Resources Generalist	-	-	-	1.0	23 new position
24	Benefits and Leave Administrator	-	1.0	1.0	1.0	24
25	Administrative Assistant - HR and Labor Relations	1.0	1.0	1.0	1.0	25
26	Receptionist	1.8	1.8	1.8	1.8	26
27	Human Resources Specialist	1.0	-	-	-	27
28	Total Human Resources and Labor Relations	4.8	4.8	4.8	5.8	28
Human Resources Risk & Safety						

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2019-20 Amended Budget	FY2020-21 Amended Budget	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	
29	Risk Administrator	-	-	-	1.0	29 new position
30	Safety & Loss Control Specialist	1.0	1.0	1.0	-	30 transferred to Security & Emergency Management
31	Total Human Resources Risk & Safety	1.0	1.0	1.0	1.0	31
	Total Human Resources and Labor Relations Division	5.8	5.8	5.8	6.8	
	Finance Division					
	Finance					
32	Director of Finance and Chief Financial Officer	1.0	1.0	1.0	1.0	32
33	Controller	1.0	1.0	1.0	1.0	33 renamed from Accounting Manager
34	Business Services Manager	-	-	-	1.0	34 reclassified from Business Performance Analyst
35	Accountant	1.0	2.0	1.0	1.0	35
36	Grants Administrator	1.0	1.0	1.0	1.0	36
37	Payroll Specialist	1.0	1.0	1.0	1.0	37
38	Accounting Specialist	1.0	1.0	1.0	1.0	38
39	Accounting Technician	1.0	1.0	1.0	1.0	39
40	Administrative Assistant - Finance, Tech & Prog Mgmt	0.5	0.5	0.5	0.5	40
41	Business Performance Analyst	1.0	1.0	1.0	-	41
42	Finance Manager	-	-	1.0	-	42 reclassified and moved to Planning Department
43	Total Finance	8.5	9.5	9.5	8.5	43

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

		FY2019-20	FY2020-21	FY2021-22	FY2022-23	
		Amended	Amended	Adopted	Adopted	
Division/Department FTE Detail Count		Budget	Budget	Budget	Budget	
Procurement						
44	Procurement/Contracts Manager	1.0	1.0	1.0	1.0	44
45	Procurement/Contracts Analyst	-	1.0	1.0	1.0	45
46	Contract/Procurement Specialist	1.0	-	-	-	46
47	Total Procurement	2.0	2.0	2.0	2.0	47
Information Technology						
48	Information Technology Manager	1.0	1.0	-	-	48
49	Network Administrator	1.0	1.0	-	-	49
50	Intelligent Transportation Systems Administrator	1.0	1.0	-	-	50
51	Database Administrator	1.0	-	-	-	51
52	Systems Administrator	-	1.0	-	-	52
53	Web Systems Administrator	-	1.0	-	-	53
54	Support Analyst	2.0	0.9	-	-	54
55	Total Information Technology	6.0	5.9	-	-	55
56	Total Finance Division	16.5	17.4	11.5	10.5	56

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

		FY2019-20	FY2020-21	FY2021-22	FY2022-23		
		Amended	Amended	Adopted	Adopted		
Division/Department FTE Detail Count		Budget	Budget	Budget	Budget		
Communication Division							
Marketing and Communication							
57	Director of Communication	1.0	1.0	1.0	1.0	57	
58	Marketing Coordinator	1.0	1.0	1.0	1.0	58	
59	Digital Marketing Coordinator	1.0	1.0	1.0	1.0	59	
60	Administrative Assistant - Communication	1.0	1.0	1.0	1.0	60	renamed from Marketing Assistant
61	Customer Experience Specialist	-	0.3	0.3	0.3	61	
62	Total Marketing and Communication	4.0	4.3	4.3	4.3	62	
Customer Service							
63	Customer Service Manager	0.9	1.0	1.0	1.0	63	
64	Senior Customer Service Representative	-	-	-	1.0	64	reclassified from Cusomer Service Representative
65	Customer Service Representative	8.0	7.0	7.0	6.0	65	
66	Customer Experience Specialist	-	0.3	0.3	0.3	66	
67	Total Customer Service	8.9	8.3	8.3	8.3	67	
Travel Trainer							
68	Outreach Representative (Travel Trainer)	0.4	0.4	0.8	0.8	68	
69	Mobility Management Coordinator	-	-	0.4	0.4	69	
70	Total Travel Trainer	0.4	0.4	1.2	1.2	70	
71	Total Communication Division	13.3	13.0	13.8	13.8	71	
Technology and Progam Management Division							
Technology and Progam Management							
72	Director of Technology and Program Management	-	-	1.0	1.0	72	
73	Administrative Assistant - Finance, Tech & Prog Mgmt	-	-	0.5	0.5	73	
74	Total Technology and Program Management	-	-	1.5	1.5	74	
Information Technology							
75	Information Technology Manager	-	-	1.0	1.0	75	
76	Network Administrator	-	-	1.0	1.0	76	
77	Intelligent Transportation Systems Administrator	-	-	1.0	1.0	77	
78	Systems Administrator	-	-	1.0	1.0	78	
79	Web Systems Administrator	-	-	1.0	1.0	79	
80	Support Analyst	-	-	0.9	0.9	80	
81	Total Information Technology	-	-	5.9	5.9	81	
82	Total Technology and Program Management Division	-	-	7.4	7.4	82	

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2019-20 Amended Budget	FY2020-21 Amended Budget	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	
Operations Division						
Operations Administration						
83	Director of Operations	-	-	1.0	1.0	83
84	Transportation Manager	1.0	1.0	1.0	1.0	84
85	Assistant Transportation Manager	1.0	1.0	1.0	1.0	85
86	Operations Programs Coordinator	-	-	-	1.0	86 new position
87	Deputy General Manager/COO	-	1.0	-	-	87
88	Operations Programs Administrator	0.1	0.1	-	-	88
89	Administrative Assistant - Operations	1.0	1.0	-	-	89
90	Chief Operating Officer	1.0	-	-	-	90
91	Total Operations Administration	4.1	4.1	3.0	4.0	91
Vehicle Maintenance						
92	Maintenance Manager	0.9	0.9	0.9	0.9	92
93	Vehicle Maintenance Supervisor	3.8	3.8	3.8	3.8	93
94	Maintenance Training Supervisor	1.0	0.9	0.9	0.9	94
95	Administrative Assistant - Maintenance	0.8	0.7	0.7	0.7	95
96	Purchasing Agent	0.9	0.9	0.9	0.9	96
97	Journey Mechanic	10.1	10.1	10.1	10.1	97
98	Parts & Supply Clerk	0.9	0.9	0.9	0.9	98
99	Service Technician	5.5	5.5	5.5	5.5	99
100	Service Worker	7.4	7.4	7.4	7.4	100
101	Total Vehicle Maintenance	31.3	31.1	31.1	31.1	101

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2019-20 Amended Budget	FY2020-21 Amended Budget	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	
Facility Maintenance						
102	Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	102
103	Facilities Maintenance Technician	-	-	-	1.0	103 reclassified from Facilities Maintenance Worker
104	Facilities Maintenance Worker	8.0	8.0	12.0	7.6	104 limited duration positions ended
105	Total Facilities Maintenance	9.0	9.0	13.0	9.6	105
Cherriots Fixed Route Service (Transportation)						
106	Operations Supervisor	11.0	12.0	11.0	11.0	106
107	Operations Training Supervisor	1.0	1.0	1.0	1.0	107
108	Transportation Administrator	-	-	1.0	1.0	108
109	Administrative Assistant - Transportation	1.0	1.0	1.0	1.0	109
110	Transit Operator	124.0	133.5	133.8	134.0	110 all positions are now full time
111	Total Cherriots Fixed Route Service (Transportation)	137.0	147.5	147.8	148.0	111
Security & Emergency Management						
112	Security and Emergency Management Manager	1.0	1.0	-	-	112
113	Emergency Coordinator	-	1.0	-	-	113
114	Security Coordinator	-	1.0	-	-	114
115	Total Security & Emergency Management	1.0	3.0	-	-	115
Planning						
116	Senior Planner	1.0	1.0	-	-	116
117	Transit Planner II (Programs)	1.0	1.0	-	-	117
118	Transit Planner II (Scheduler)	1.0	1.0	-	-	118
119	Transit Planner I	1.0	1.0	-	-	119
120	Total Planning	4.0	4.0	-	-	120
121	Total Operations Division	186.4	198.7	194.9	192.7	121
122	Total General Fund	225.5	239.4	245.4	245.2	122

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

		FY2019-20	FY2020-21	FY2021-22	FY2022-23	
		Amended	Amended	Adopted	Adopted	
Division/Department FTE Detail Count		Budget	Budget	Budget	Budget	
Transportation Programs Fund						
Cherriots LIFT						
123	Contracted Services Manager	0.7	0.7	0.7	0.7	123
124	Administrative Assistant - Contracted Services	0.9	0.7	0.7	0.7	124
125	Maintenance Manager	0.1	0.1	0.1	0.1	125
126	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	126
127	Maintenance Training Supervisor	-	0.1	0.1	0.1	127
128	Administrative Assistant - Maintenance	-	0.1	0.1	0.1	128
129	Journey Mechanic	0.7	0.6	0.6	0.6	129
130	Purchasing Agent	0.1	0.1	0.1	0.1	130
131	Parts & Supply Clerk	0.1	0.1	0.1	0.1	131
132	Service Technician	0.4	0.4	0.4	0.4	132
133	Service Worker	0.5	0.4	0.4	0.4	133
134	Intelligent Transportation Systems Administrator	0.1	-	-	-	134
135	Total Cherriots LIFT	3.7	3.4	3.4	3.4	135

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

Division/Department FTE Detail Count		FY2019-20 Amended Budget	FY2020-21 Amended Budget	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	
Cherriots Shop & Ride						
136	Contracted Services Manager	0.1	0.1	0.1	0.1	136
137	Administrative Assistant - Contracted Services	-	0.1	0.1	0.1	137
138	Journey Mechanic	0.1	0.2	0.2	0.2	138
139	Service Technician	0.1	-	-	-	139
140	Service Worker	0.1	-	-	-	140
141	Contracted Transportation Manager	0.1	-	-	-	141
142	Customer Services Manager	0.2	-	-	-	142
143	Total Cherriots Shop & Rise	0.7	0.4	0.4	0.4	143
Cherriots Regional						
144	Contracted Services Manager	0.2	0.2	0.2	0.2	144
145	Administrative Assistant - Contracted Services	0.3	0.2	0.2	0.2	145
146	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	146
147	Journey Mechanic	0.5	0.1	0.1	0.1	147
148	Service Technician	0.2	0.1	0.1	0.1	148
149	Service Worker	0.2	0.2	0.2	0.2	149
150	Facilities Maintenance Worker	-	-	1.0	0.4	150
151	Total Cherriots Regional	1.5	0.9	1.9	1.3	151
Cherriots Call Center						
152	Support Analyst	0.4	0.1	0.1	0.1	152
153	Database Administrator	0.1	-	-	-	153
154	Network Administrator	0.1	-	-	-	154
155	Accounting Specialist	0.1	-	-	-	155
156	Total Cherriots Call Center	0.7	0.1	0.1	0.1	156

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

		FY2019-20	FY2020-21	FY2021-22	FY2022-23	
		Amended	Amended	Adopted	Adopted	
		Budget	Budget	Budget	Budget	
Division/Department FTE Detail Count						
Mobility Management						
157	Outreach Representative (Travel Trainer)	0.7	0.6	0.2	0.2	157
158	Mobility Management Coordinator	-	-	0.4	0.4	158
159	Customer Service Manager	0.1	-	-	-	159
160	Operations Programs Administrator	-	0.9	-	-	160
161	Mobility Coordinator	0.8	-	-	-	161
162	Total Mobility Management	1.6	1.5	0.6	0.6	162
Special Transportation Coordination						
163	Long-Range Planning Analyst	0.2	-	-	-	163
164	Administrative Assistant	0.1	-	-	-	164
165	Total Special Transportation Coordination	0.3	-	-	-	165
Cherriots TripChoice/Transportation Demand Management						
166	Commuter Options Coordinator	-	2.0	2.0	2.0	166 renamed from Transportation Options Coordinator
167	Customer Experience Specialist	-	0.4	0.4	0.4	167
168	Rideshare & Outreach Coordinator	1.0	-	-	-	168
169	Rideshare Specialist	1.0	-	-	-	169
170	Rideshare Assistant	1.0	-	-	-	170
171	Total Cherriots TripChoice/Transportation Demand Management	3.0	2.4	2.4	2.4	171
172	Total Transportation Programs Fund	11.5	8.7	8.8	8.2	172

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Detail FTE Listing by Fund, Division, & Department

		FY2019-20	FY2020-21	FY2021-22	FY2022-23	
		Amended	Amended	Adopted	Adopted	
		Budget	Budget	Budget	Budget	
Division/Department FTE Detail Count						
Capital Project Fund						
173	Contract/Procurement Manager	0.2	-	-	-	173
174	Contract/Procurement Specialist	0.2	-	-	-	174
175	Total Capital Project Fund	0.4	-	-	-	175
176	District Wide	237.4	248.1	254.2	253.4	176





GENERAL FUND



Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2022-23

General Fund Revenues/Resources & Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operating Revenues/Resources									
1	Passenger Fares	\$ 1,771,170	\$ 882	\$ 1,617,197	\$ 949,046	\$ 1,748,658	\$ 799,612	84.3%	1
2	Corona Virus Relief Fund	140,314	50,093	-	-	-	-		2
3	Planning Grant	120,729	70,649	167,765	120,000	120,000	-	0.0%	3
4	Federal 5307 CRRSAA	-	-	12,014,543	12,405,398	-	(12,405,398)	-100.0%	4
5	Federal 5307 CARES ACT	2,849,841	10,921,481	-	-	-	-		5
6	Federal 5307 ARPA	-	-	5,000,000	5,000,000	16,226,112	11,226,112	224.5%	6
7	Federal 5307	4,397,196	-	5,506,303	2,327,687	2,989,437	661,750	28.4%	7
8	Federal 5311 CARES ACT	6,478	-	-	-	-	-		8
9	State STIF Formula Fund	5,100,201	6,021,767	3,285,040	5,234,159	5,513,835	279,676	5.3%	9
10	State STIF Discretionary Funds	-	51,559	49,464	-	-	-		10
11	Non-Federal or State Grants	18,894	-	-	-	-	-		11
12	Advertising	125,324	148,306	92,954	120,000	-	(120,000)	-100.0%	12
13	Miscellaneous	242,363	482,509	214,866	210,365	225,157	14,792	7.0%	13
14	Property Taxes	12,962,119	13,596,564	13,765,000	13,024,148	14,181,650	1,157,502	8.9%	14
15	Oregon State In-Lieu	7,193,870	7,665,837	8,309,634	7,408,167	8,000,820	592,653	8.0%	15
16	Interest on Investments	313,677	161,860	232,840	222,280	282,554	60,274	27.1%	16
17	Energy Tax Credit	-	573,660	243,000	225,000	225,000	-	0.0%	17
18	Renewable Natural Gas Credit	88,763	170,601	186,000	220,000	216,000	(4,000)	-1.8%	18
19	Operating Revenues/Resources Total	\$ 35,330,939	\$ 39,915,768	\$ 50,684,606	\$ 47,466,250	\$ 49,729,223	\$ 2,262,973	4.8%	19

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2022-23

General Fund Revenues/Resources & Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operating Expenses/Requirements									
General Manager/Board of									
20	Directors/Sustainability	\$ 790,816	\$ 795,315	\$ 831,544	\$ 1,036,252	\$ 1,060,979	\$ 24,727	2.4%	20
21	Deputy General Manager	-	-	2,484,005	2,665,239	3,393,942	728,703	27.3%	21
22	Human Resources & Labor Relations	916,987	857,228	789,598	929,039	1,189,487	260,448	28.0%	22
23	Finance	2,684,117	2,923,771	1,572,582	1,797,704	1,754,571	(43,133)	-2.4%	23
24	Technology & Program Management	-	-	1,866,726	2,194,242	2,186,194	(8,048)	-0.4%	24
25	Communication	1,788,153	1,495,822	1,728,883	2,281,654	2,482,037	200,383	8.8%	25
26	Operations	21,713,351	23,975,183	23,511,385	25,140,584	27,252,024	2,111,440	8.4%	26
27	Unallocated General Administration	1,090,989	1,050,438	1,281,592	1,252,425	1,250,856	(1,569)	-0.1%	27
28	Operating Expenses/Requirements Total	\$ 28,984,413	\$ 31,097,757	\$ 34,066,315	\$ 37,297,139	\$ 40,570,090	\$ 3,272,951	8.8%	28
Operating Revenues/Resources less Operating									
29	Expenditures/Requirements	\$ 6,346,526	\$ 8,818,011	\$ 16,618,291	\$ 10,169,111	\$ 9,159,133	\$ (1,009,978)	-9.9%	29
30	Transfer to Transportation Programs Fund	(1,569,609)	(1,585,600)	(1,555,000)	(4,204,192)	(5,017,507)	(813,315)	19.3%	30
31	Transfer to Capital Fund	-	(2,318,538)	(876,122)	(3,263,044)	(5,555,878)	(2,292,834)	70.3%	31
32	Transfers to Other Funds Total	\$ (1,569,609)	\$ (3,904,138)	\$ (2,431,122)	\$ (7,467,236)	\$ (10,573,385)	\$ (3,106,149)	41.6%	32
33	Net Operating & Transfers to Other Funds Total	\$ 4,776,917	\$ 4,913,873	\$ 14,187,169	\$ 2,701,875	\$ (1,414,252)	\$ (4,116,127)	-152.3%	33
34	Contingency	-	-	(1,500,000)	(1,500,000)	(1,500,000)	-	0.0%	34
35	Reserved Working Capital	-	-	-	(33,545,921)	(43,138,355)	(9,592,434)	28.6%	35
36	Other Designations Total	\$ -	\$ -	\$ (1,500,000)	\$ (35,045,921)	\$ (44,638,355)	\$ (9,592,434)	27.4%	36
Net Operating, Transfers to Other Funds &									
37	Other Designations Total	\$ 4,776,917	\$ 4,913,873	\$ 12,687,169	\$ (32,344,046)	\$ (44,536,783)	\$ (12,192,737)	37.7%	37
38	Beginning Working Capital	22,158,824	26,935,741	31,849,614	32,344,046	44,536,783	12,192,737	37.7%	38
39	Ending Working Capital	\$ 26,935,741	\$ 31,849,614	\$ 44,536,783	\$ -	\$ -	\$ -		39

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

General Fund Department				FY2020-21	FY2021-22 Year-	FY2021-22	FY2022-23	Change from		
Expenses/Requirements Summary		FY2019-20 Actual	Actual	End Estimate	Adopted Budget	Adopted Budget	FY2021-22 Budget	Percent Change		
General Manager/Board of Directors/Sustainability										
1	General Manager	\$ 581,824	\$ 574,269	\$ 718,942	\$ 671,194	\$ 887,379	\$ 216,185	32.2%	1	
2	Board of Directors	10,348	1,469	112,114	202,400	173,600	(28,800)	-14.2%	2	
3	Sustainability	-	-	488	162,658	-	(162,658)	-100.0%	3	
4	Strategic Initiatives & Project Management	198,644	219,577	-	-	-	-		4	
5	Total	\$ 790,816	\$ 795,315	\$ 831,544	\$ 1,036,252	\$ 1,060,979	\$ 24,727	2.4%	5	
Deputy General Manager										
6	Deputy General Manager	\$ -	\$ -	\$ 344,010	\$ 351,353	\$ 374,853	\$ 23,500	6.7%	6	
7	Planning	-	-	725,009	833,688	1,166,209	332,521	39.9%	7	
8	Security & Emergency Management	-	-	1,414,986	1,480,198	1,852,880	372,682	25.2%	8	
9	Total	\$ -	\$ -	\$ 2,484,005	\$ 2,665,239	\$ 3,393,942	\$ 728,703	27.3%	9	
Human Resources & Labor Relations										
10	Human Resources	\$ 693,056	\$ 695,926	\$ 615,480	\$ 736,460	\$ 976,965	\$ 240,505	32.7%	10	
11	Human Resources Safety/Labor Relations	223,931	161,302	174,118	192,579	212,522	19,943	10.4%	11	
12	Total	\$ 916,987	\$ 857,228	\$ 789,598	\$ 929,039	\$ 1,189,487	\$ 260,448	28.0%	12	
Finance										
13	Procurement	\$ 275,145	\$ 303,120	\$ 311,488	\$ 346,919	\$ 354,706	\$ 7,787	2.2%	13	
14	Finance	1,189,389	1,253,287	1,261,094	1,450,785	1,399,865	(50,920)	-3.5%	14	
15	Information Technology	1,219,583	1,367,364	-	-	-	-		15	
16	Total	\$ 2,684,117	\$ 2,923,771	\$ 1,572,582	\$ 1,797,704	\$ 1,754,571	\$ (43,133)	-2.4%	16	
Technology & Program Management										
17	Information Technology	\$ -	\$ -	\$ 1,463,037	\$ 1,719,667	\$ 1,880,392	\$ 160,725	9.3%	17	
18	Program Management	-	-	403,689	474,575	305,802	(168,773)	-35.6%	18	
19	Total	\$ -	\$ -	\$ 1,866,726	\$ 2,194,242	\$ 2,186,194	\$ (8,048)	-0.4%	19	

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2022-23

General Fund Department Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Communication									
20	Marketing & Communication	\$ 818,078	\$ 702,677	\$ 801,574	\$ 1,044,667	\$ 1,098,051	\$ 53,384	5.1%	20
21	Customer Service	707,070	646,856	696,049	837,992	970,175	132,183	15.8%	21
22	Van Pool Lease	203,099	95,087	190,174	225,000	225,000	-	0.0%	22
23	Travel Trainer	59,906	51,202	41,086	173,995	188,811	14,816	8.5%	23
24	Total	\$ 1,788,153	\$ 1,495,822	\$ 1,728,883	\$ 2,281,654	\$ 2,482,037	\$ 200,383	8.8%	24
Operations									
25	Operations Administration	\$ 635,965	\$ 599,158	\$ 455,927	\$ 542,184	\$ 737,551	\$ 195,367	36.0%	25
26	Operations Planning	530,939	644,345	-	-	-	0		26
27	Vehicle Maintenance	5,098,866	5,280,608	4,979,882	5,974,638	6,996,921	1,022,283	17.1%	27
28	Facility Maintenance	1,133,620	1,403,179	1,511,269	1,567,304	1,489,250	(78,054)	-5.0%	28
29	Security & Emergency Management	711,267	986,790	1,068,523	-	-	-		29
30	Cherriots Local Service	13,602,694	15,061,103	15,495,784	17,056,458	18,028,302	971,844	5.7%	30
31	Total	\$ 21,713,351	\$ 23,975,183	\$ 23,511,385	\$ 25,140,584	\$ 27,252,024	\$ 2,111,440	8.4%	31
Unallocated									
32	General Administration	\$ 1,090,989	\$ 1,050,438	\$ 1,281,592	\$ 1,252,425	\$ 1,250,856	\$ (1,569)	-0.1%	32
33	Contingency	-	-	-	1,500,000	1,500,000	-	0.0%	33
34	Total	\$ 1,090,989	\$ 1,050,438	\$ 1,281,592	\$ 2,752,425	\$ 2,750,856	\$ (1,569)	-0.1%	34
Total General Fund Requirements		\$ 28,984,413	\$ 31,097,757	\$ 34,066,315	\$ 38,797,139	\$ 42,070,090	\$ 3,272,951	8.4%	

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General Manager/Board of Directors Division

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

The General Manager's section oversees the day-to-day activities of the District, as well as implementing the strategic plan, sustainability program, and serves as the government relations arm of the District.

The Board of Directors section acts as the policy board and provides direction to the General Manager. The Board sets the District's vision, mission, and strategic goals.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

General Manager/Board of Directors/Sustainability

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
General Manager									
1 Personnel Services		\$ 399,846	\$ 417,645	\$ 477,068	\$ 418,594	\$ 595,827	\$ 177,233	42.3%	1
Materials and Services									
2 Other Professional & Technical		151,425	146,083	225,000	225,000	250,000	25,000	11.1%	2
3 Legal Services		-	258	-	-	-	-		3
4 Temporary Help		15,049	-	-	-	-	-		4
5 Parts, equipment & tools		-	-	-	-	1,000	1,000		5
6 Office Supplies		451	915	251	1,000	2,000	1,000	100.0%	6
7 Other Materials & Supplies		-	-	-	-	1,000	1,000		7
8 Utilities		576	576	600	600	1,152	552	92.0%	8
9 Dues & Subscriptions		1,200	1,109	1,000	1,000	2,400	1,400.00	140.0%	9
10 Travel, Meetings, Training, Education		13,277	7,270	15,000	25,000	33,000	8,000	32.0%	10
11 Other Misc. Expenses		-	413	23	-	1,000	1,000.00		11
12 Materials and Services Total		\$ 181,978	\$ 156,624	\$ 241,874	\$ 252,600	\$ 291,552	\$ 38,952	375.1%	12
13 General Manager Total		\$ 581,824	\$ 574,269	\$ 718,942	\$ 671,194	\$ 887,379	\$ 216,185	32.2%	13
Board of Directors									
14 Personnel Services		\$ -	\$ -	\$ 13,464	\$ 62,000	\$ 23,700	\$ (38,300)	-61.8%	14
Materials and Services									
15 Advertising Fees		-	-	-	1,000	1,000	-	0.0%	15
16 Other Professional & Technical		-	60	90,000	125,000	125,000	-	0.0%	16
17 Legal Services		-	-	500	1,000	1,000	-	0.0%	17
19 Uniforms		-	-	-	1,400	1,400	-	0.0%	19
20 Office Supplies		1,527	1,168	1,000	1,500	1,000	(500)	-33.3%	20
22 Travel, Meetings, Training, Education		8,239	241	7,000	10,000	20,000	10,000	100.0%	22
23 Printing		-	-	150	500	500	-	0.0%	23
24 Other Misc. Expenses		582	-	-	-	-	-		24
25 Materials and Services Total		\$ 10,348	\$ 1,469	\$ 98,650	\$ 140,400	\$ 149,900	\$ 9,500	66.7%	25
26 Board of Directors Total		\$ 10,348	\$ 1,469	\$ 112,114	\$ 202,400	\$ 173,600	\$ (28,800)	-14.2%	26

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

General Manager/Board of Directors/Sustainability - Continued

	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021- 22 Budget	Percent Change	
Strategic Initiatives & Project Management								
27 Personnel Services	\$ 194,201	\$ 218,569	\$ -	\$ -	\$ -	\$ -		27
Materials and Services								
28 Advertising Fees	-	877	-	-	-	-		28
29 Other Professional & Technical	156	-	-	-	-	-		29
30 Parts, Equipment & Tools	-	35	-	-	-	-		30
31 Legal Services	-	39	-	-	-	-		31
32 Office Supplies	163	65	-	-	-	-		32
33 Utilities	603	576	-	-	-	-		33
34 Travel, Meetings, Training, Education	3,477	(989)	-	-	-	-		34
35 Materials and Services Total	\$ 4,443	\$ 1,008	\$ -	\$ -	\$ -	\$ -		35
36 Strategic Initiatives & Project Management Total	\$ 198,644	\$ 219,577	\$ -	\$ -	\$ -	\$ -		36
Sustainability Program								0
37 Personnel Services	\$ -	\$ -	\$ -	\$ 135,058	\$ -	\$ (135,058)	-100.0%	37
Materials and Services								
38 Other Professional & Technical	-	-	-	15,000	-	(15,000)	-100.0%	38
39 Parts, Equipment & Tools	-	-	-	2,000	-	(2,000)	-100.0%	39
40 Office Supplies	-	-	-	1,000	-	(1,000)	-100.0%	40
41 Other Materials & Supplies	-	-	-	2,000	-	(2,000)	-100.0%	41
42 Utilities	-	-	288	600	-	(600)	-100.0%	42
43 Dues & Subscriptions	-	-	200	500	-	(500)	-100.0%	43
44 Travel, Meetings, Training, Education	-	-	-	5,500	-	(5,500)	-100.0%	44
45 Other Misc. Expenses	-	-	-	1,000	-	(1,000)	-100.0%	45
46 Materials and Services Total	\$ -	\$ -	\$ 488	\$ 27,600	\$ -	\$ (27,600)	-100.0%	46
47 Sustainability Program Total	\$ -	\$ -	\$ 488	\$ 162,658	\$ -	\$ (162,658)	-100.0%	47
General Manager/Board of Directors/Sustainability								
48 Total	\$ 790,816	\$ 795,315	\$ 831,544	\$ 1,036,252	\$ 1,060,979	\$ 24,727	2.4%	48

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

General Manager/Board of Directors/Sustainability - Continued

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021- 22 Budget	
	FTE							
49	General Manager	1.0	1.0	1.0	1.0	1.0	-	49
50	Strategic Initiatives & Project Management Director	1.0	1.0					50
51	Strategic Initiatives Administrator	-	1.0	1.0	1.0	1.0	- ①	51
52	Executive Assistant	1.0	1.0	1.0	1.0	1.0	-	52
53	Administrative Assistant, Fin/Strategic Planning	-	0.5					53
54	Directors/Sustainability FTEs	3.0	4.5	3.0	3.0	3.0	-	54

① Renamed from Sustainability Program Administrator

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Deputy General Manager Division

Deputy General Manager Division

The Deputy General Manager Division is responsible for directing all strategic management of the Service Planning and Security and Emergency Management departments. The division works in partnership with all divisions across the District.

Service Planning

The Service Planning Department is responsible for workforce planning, route and run information, system schedule implementation, and project planning. The department is also responsible for performance monitoring and reporting, and providing ongoing communication with leaders in cities and towns within the District's service area.

Security and Emergency Management

The Security and Emergency Management Department is responsible for providing a safe and secure system for employees, riders, and other community stakeholders. The department is responsible for agency emergency planning and preparedness for all external and internal situations.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Deputy General Manager

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Deputy General Manager									
1	Personnel Services	\$ -	\$ -	\$ 332,910	\$ 333,753	\$ 357,253	\$ 23,500	7.0%	1
Materials and Services									
2	Other Professional & Technical	-	-	5,000	10,000	10,000	-	0.0%	2
3	Office Supplies	-	-	500	1,000	1,000	-	0.0%	3
4	Utilities	-	-	600	600	600	-	0.0%	4
5	Travel, Meetings, Training, Education	-	-	3,500	4,500	4,500	-	0.0%	5
7	Other Misc. Expenses	-	-	1,500	1,500	1,500	-	0.0%	7
8	Materials and Services Total	\$ -	\$ -	\$ 11,100	\$ 17,600	\$ 17,600	\$ -	0.0%	8
9	Deputy GM Total	\$ -	\$ -	\$ 344,010	\$ 351,353	\$ 374,853	\$ 23,500	6.7%	9

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Planning									0
10	Personnel Services	\$ -	\$ -	\$ 584,259	\$ 587,626	\$ 767,245	\$ 179,619	30.6%	10
Materials and Services									
11	Other Professional & Technical	-	-	135,000	232,512	385,000	152,488	65.6%	11
12	Other Services	-	-	3,000	4,000	4,000	-	0.0%	12
13	Parts, Equipment & Tools	-	-	-	300	300	-	0.0%	13
14	Operating Supplies	-	-	-	200	200	-	0.0%	14
15	Office Supplies	-	-	200	250	200	(50)	-20.0%	15
16	Utilities	-	-	2,200	2,300	2,064	(236)	-10.3%	16
17	Dues & Subscriptions	-	-	200	-	200	200		17
18	Travel, Meetings, Training, Education	-	-	150	6,500	7,000	500	7.7%	18
19	Materials and Services Total	\$ -	\$ -	\$ 140,750	\$ 246,062	\$ 398,964	\$ 152,902	62.1%	19
20	Planning Total	\$ -	\$ -	\$ 725,009	\$ 833,688	\$ 1,166,209	\$ 332,521	39.9%	20

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22	FY2021-22	FY2022-23	Change from	Percent	
	Security & Emergency Management	FY2019-20 Actual	FY2020-21 Actual	Year-End Estimate	Adopted Budget	Adopted Budget	FY2021-22 Budget	Change	
21	Personnel Services	\$ -	\$ -	\$ 342,693	\$ 444,198	\$ 588,730	\$ 144,532	32.5%	21
	Materials and Services								
22	Other Professional & Technical	-	-	1,024,288	998,000	1,223,350	225,350	22.6%	22
23	Radio Charges	-	-	3,230	-	3,300	3,300		23
24	Other Services	-	-	-	1,500	1,500	-	0.0%	24
25	Parts, equipment & tools	-	-	4,213	4,800	3,000	(1,800)	-37.5%	25
26	Uniforms	-	-	257	-	800	800		26
27	Operating Supplies	-	-	31,129	12,500	13,800	1,300	10.4%	27
28	Office Supplies	-	-	883	1,000	1,000	-	0.0%	28
29	Utilities	-	-	4,122	5,000	4,200	(800)	-16.0%	29
30	Dues & Subscriptions	-	-	841	1,000	1,000	-	0.0%	30
31	Travel, Meetings, Training, Education	-	-	2,672	10,200	10,200	-	0.0%	31
32	Printing	-	-	375	1,000	1,000	-	0.0%	32
33	Other Misc. Expenses	-	-	283	1,000	1,000	-	0.0%	33
34	Materials and Services Total	\$ -	\$ -	\$ 1,072,293	\$ 1,036,000	\$ 1,264,150	\$ 228,150	22.0%	34
35	Security & Emergency Management Total	\$ -	\$ -	\$ 1,414,986	\$ 1,480,198	\$ 1,852,880	\$ 372,682	25.2%	35
36	Deputy General Manager Division Total	\$ -	\$ -	\$ 2,484,005	\$ 2,665,239	\$ 3,393,942	\$ 728,703	27.3%	36

				FY2021-22	FY2021-22	FY2022-23	Change from	
	FTE	FY2019-20 Actual	FY2020-21 Actual	Year-End Estimate	Adopted Budget	Adopted Budget	FY2021-22 Budget	
37	Deputy General Manager	-	-	1.0	1.0	1.0	-	37
38	Executive Assistant	-	-	1.0	1.0	1.0	-	38
39	Security & Emergency Management Manager	-	-	1.0	1.0	1.0	-	39
40	Emergency Coordinator	-	-	1.0	1.0	1.0	-	40
41	Security Coordinator	-	-	1.0	1.0	1.0	-	41
42	Safety & Loss Control Specialist	-	-	-	-	1.0	1.0 ②	42
43	Service Planning Manager	-	-	1.0	1.0	1.0	-	43
44	Transit Planner II (Programs)	-	-	1.0	1.0	1.0	-	44
45	Transit Planner II (Scheduling)	-	-	1.0	1.0	1.0	-	45
46	Transit Planner I	-	-	1.0	1.0	1.0	-	46
47	Grant Writer	-	-	-	-	1.0	1.0 ③	47
②	Total Deputy General Manager FTEs	-	-	9.0	9.0	11.0	2.0	48

Transferred from Human Resources Division

Reclassified from Finance Manager and transferred from Finance



Human Resources/Safety and Labor Relations Division

The Human Resources and Labor Relations Division, comprised of Human Resources, Safety and Loss Control, and Reception, oversees recruiting and hiring, salary and benefits, health and safety, performance management, and employee and labor relations. The Division's mission is to provide systems to ensure that the District has qualified staff to perform the necessary functions competently in a safe environment.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Human Resources & Labor Relations

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Human Resources									
1	Personnel Services	\$ 512,160	\$ 558,111	\$ 431,576	\$ 556,432	\$ 775,095	\$ 218,663	39.3%	1
Materials and Services									
2	Advertising Fees	13,824	51,466	60,000	20,000	50,000	30,000	150.0%	2
3	Other Professional & Technical	62,933	39,366	80,000	80,078	80,000	(78)	-0.1%	3
4	Legal Services	79,792	32,378	20,000	40,000	40,000	-	0.0%	4
5	Temporary Help	7,038	-	-	-	-	-		5
6	Parts, equipment & tools	-	459	-	-	-	-		6
7	Other Services	101	241	548	-	-	-		7
8	Training/Incentive	8,409	5,006	7,000	25,000	10,000	(15,000)	-60.0%	8
9	Uniforms	-	-	300	300	500	200	66.7%	9
10	Office Supplies	1,589	1,270	1,000	2,000	1,000	(1,000)	-50.0%	10
11	Other Materials & Supplies	150	-	-	-	-	-		11
12	Utilities	576	823	1,000	600	600	-	0.0%	12
13	Dues & Subscriptions	3,982	2,934	5,000	4,050	5,000	950	23.5%	13
14	Travel, Meetings, Training, Education	278	1,030	3,056	2,000	8,770	6,770	338.5%	14
15	Printing	2,171	2,842	6,000	6,000	6,000	-	0.0%	15
16	Other Misc. Expenses	53	-	-	-	-	-		16
17	Materials and Services Total	\$ 180,896	\$ 137,815	\$ 183,904	\$ 180,028	\$ 201,870	\$ 21,842	12.1%	17
18	Human Resources Total	\$ 693,056	\$ 695,926	\$ 615,480	\$ 736,460	\$ 976,965	\$ 240,505	32.7%	18
		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Human Resources Safety/Loss Control									
19	Personnel Services	\$ 138,250	\$ 92,105	\$ 112,421	\$ 116,554	\$ 154,422	\$ 37,868	32.5%	19
Materials and Services									
20	Software Licensing Annual Maintenance	-	-	-	-	-	-		20
21	Advertising Fees	-	-	150	-	-	-		21
22	Legal Services	-	-	1,084	-	-	-		22
23	Parts, Equipment & Tools	-	605	-	-	-	-		23
24	Safety & Wellness	66,078	48,426	27,095	41,000	28,000	(13,000)	-31.7%	24
25	Operating Supplies	-	-	212	-	-	-		25
26	Office Supplies	-	6	41	-	-	-		26
27	Utilities	528	576	1,126	600	600	-	0.0%	27
28	Other Losses & settlements	15,757	17,085	28,901	25,000	25,000	-	0.0%	28
29	Dues & Subscriptions	1,020	975	-	1,340	-	(1,340)	-100.0%	29
30	Travel, Meetings, Training, Education	2,298	1,501	3,088	8,085	4,500	(3,585)	-44.3%	30
32	Other Misc. Expenses	-	23	-	-	-	-		32
33	Materials and Services Total	\$ 85,681	\$ 69,197	\$ 61,697	\$ 76,025	\$ 58,100	\$ (17,925)	-23.6%	33
34	Human Resources Safety/Loss Control Total	\$ 223,931	\$ 161,302	\$ 174,118	\$ 192,579	\$ 212,522	\$ 19,943	10.4%	34
35	Human Resources & Labor Relations Total	\$ 916,987	\$ 857,228	\$ 789,598	\$ 929,039	\$ 1,189,487	\$ 260,448	28.0%	35

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Human Resources & Labor Relations - Continued

FTE		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	
Human Resources & Labor Relations								
36	Chief Human Resources Officer	-		1.0	1.0	1.0	-	36
37	Human Resources Generalist			-	-	1.0	1.0	37
38	Director of Administration	1.0	1.0	-	-	-	-	38
39	Risk Administrator			-	-	1.0	1.0	39
40	Safety & Loss Control Specialist	1.0	1.0	1.0	1.0	-	(1.0)	40
41	Administrative Assistant, Human Resources	1.0	1.0	1.0	1.0	1.0	-	41
42	Receptionist	1.8	1.8	1.8	1.8	1.8	-	42
43	Benefits and Leave Administrator	1.0	1.0	1.0	1.0	1.0	-	43
④	Total Administration FTE	5.8	5.8	5.8	5.8	6.8	1.0	44
⑤	Renamed from Director of Human Resources and Labor Relations							
⑥	New position							
	Transferred to Security & Emergency Management							



Finance Division

The Finance Division is responsible for safeguarding and managing the District's financial resources, as well as ensuring compliance with federal and state regulations.

There are four functional areas in the Finance Division:

1. Accounting produces financial reports, leads the District's budgeting process, pays vendors, and handles the pass sales to outside agencies.
2. Payroll processes payroll and handles all associated tax files.
3. Grants handles all administration of grants, including very extensive reporting for both federal and state agencies.
4. Procurements and Contracts handles the procuring of goods and services for the District's use, as well as managing all contracts.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Finance

			FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change	
Procurement								
1 Personnel Services	\$ 270,961	\$ 299,042	\$ 305,973	\$ 313,819	\$ 337,630	\$ 23,811	7.6%	1
Materials and Services								
2 Advertising Fees	-	-	-	1,800	2,000	200	11.1%	2
3 Other Professional & Technical	900	-	382	12,750	500	(12,250)	-96.1%	3
4 Legal Services	-	-	-	4,000	-	(4,000)		4
5 Office Supplies	632	857	598	1,200	750	(450)	-37.5%	5
6 Dues & Subscriptions	100	1,280	1,500	1,000	1,500	500	50.0%	6
7 Travel, Meetings, Training, Education	2,120	1,509	2,603	9,500	9,500	-	0.0%	7
8 Utilities	432	432	432	600	576	(24)	-4.0%	8
9 Other Misc. Expenses	-	-	-	2,250	2,250	-	0.0%	9
10 Materials and Services Total	\$ 4,184	\$ 4,078	\$ 5,515	\$ 33,100	\$ 17,076	\$ (16,024)	-48.4%	10
11 Procurement Total	\$ 275,145	\$ 303,120	\$ 311,488	\$ 346,919	\$ 354,706	\$ 7,787	2.2%	11

	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
			Estimate	Budget	Adopted Budget	22 Budget	Change	
Finance								
12 Personnel Services	\$ 1,099,089	\$ 1,098,109	\$ 1,049,863	\$ 1,342,935	\$ 1,278,353	\$ (64,582)	-4.8%	12
Materials and Services								
13 Advertising Fees	2,969	952	2,084	3,500	3,500	-	0.0%	13
14 Other Professional & Technical	56,932	174,207	173,715	60,000	60,000	-	0.0%	14
15 Legal Services	-	(1,235)	-	-	-	-		15
16 Other Services	-	(34,323)	-	-	-	-		16
17 Parts, Equipment & Tools	-	35	-	500	500	-	0.0%	17
18 Operating Supplies	425	-	450	450	450	-	0.0%	18
19 Office Supplies	2,574	2,537	3,000	3,500	3,500	-	0.0%	19
20 Dues & Subscriptions	1,162	1,687	1,983	1,475	2,910	1,435	97.3%	20
21 Travel, Meetings, Training, Education	3,159	2,659	696	7,650	20,000	12,350	161.4%	21
22 Utilities	1,357	1,840	2,328	1,775	1,752	(23)		22
23 Printing	817	314	1,243	1,000	1,300	300	30.0%	23
24 Other Misc. Expenses	20,905	6,505	25,732	28,000	27,600	(400)	-1.4%	24
25 Materials and Services Total	\$ 90,300	\$ 155,178	\$ 211,231	\$ 107,850	\$ 121,512	\$ 13,662	12.7%	25
26 Finance Total	\$ 1,189,389	\$ 1,253,287	\$ 1,261,094	\$ 1,450,785	\$ 1,399,865	\$ (50,920)	-3.5%	26

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

			FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Information Technology	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change
27	Personnel Services	\$ 742,125	\$ 869,726	\$ -	\$ -	\$ -	\$ -	27
	Materials and Services							
28	Software Licensing Annual Maintenance	232,890	224,353	-	-	-	-	28
29	Other Professional & Technical	32,359	13,990	-	-	-	-	29
30	Contract Maintenance Services	93,271	98,444	-	-	-	-	30
31	Other Services	45,045	83,893	-	-	-	-	31
32	Parts, Equipment & Tools	64,265	69,398	-	-	-	-	32
33	Operating Supplies	225	867	-	-	-	-	33
34	Office Supplies	311	-	-	-	-	-	34
35	Utilities	3,263	3,674	-	-	-	-	35
36	Dues & Subscriptions	600	100	-	-	-	-	36
37	Travel, Meetings, Training, Education	5,229	1,119	-	-	-	-	37
38	Other Misc. Expenses	-	1,800	-	-	-	-	38
39	Materials and Services Total	\$ 477,458	\$ 497,638	\$ -	\$ -	\$ -	\$ -	39
40	Information Technology Total	\$ 1,219,583	\$ 1,367,364	\$ -	\$ -	\$ -	\$ -	40
	Finance Division Total	\$ 2,684,117	\$ 2,923,771	\$ 1,572,582	\$ 1,797,704	\$ 1,754,571	\$ (43,133)	-2.4%

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021- 22 Budget	
	FTE							
	FTE							
	Procurement							
41	Procurement/Contracts Manager	1.0	1.0	1.0	1.0	1.0	-	41
42	Procurement/Contracts Specialist	1.0	1.0	1.0	1.0		(1.0)	42
43	Total Procurement	2.0	2.0	2.0	2.0	2.0	-	43
	Finance							
44	Director of Finance/CFO	1.0	1.0	1.0	1.0	1.0	-	44
45	Controller	-		-	-	1.0	1.0 ⑦	45
46	Accounting Manager	-	1.0	1.0	1.0		(1.0) ⑦	46
47	Accounting Supervisor	1.0		-	-		-	47
48	Accountant	1.0	2.0	1.0	1.0	1.0	-	48
49	Grants Administrator	1.0	1.0	1.0	1.0	1.0	-	49
50	Business Services Manager			-	-	1.0	1.0 ⑧	50
51	Contracts/Procurement Manager	0.3		-	-		-	51
52	Contracts/Procurement Specialist	0.3		-	-		-	52
53	Payroll Specialist	1.0	1.0	1.0	1.0	1.0	-	53
54	Accounting Specialist	1.0	1.0	1.0	1.0	1.0	-	54
55	Accounting Technician	1.0	1.0	1.0	1.0	1.0	-	55
56	Administrative Assistant - Finance, Tech & Prog Mgmt	0.5	0.5	0.5	0.5	0.5	-	56
57	Business Performance Analyst	1.0	1.0	1.0	1.0		(1.0) ⑧	57
58	Finance Manager			1.0	1.0		(1.0) ⑨	58
	Total Finance	9.1	9.5	9.5	9.5	8.5	(1.0)	
	Information Technology							
59	Information Technology Manager	1.0	1.0	-	-	-	-	59
60	Network Administrator	2.0	1.0	-	-	-	-	60
61	Intelligent Transportation Systems Administrator	1.0	1.0	-	-	-	-	61
62	Support Analyst	1.0	0.9	-				62
63	Database Administrator	-	1.0		-	-	-	63
64	Web Systems Administrator	1.0		-	-	-	-	64
65	Systems Administrator	-	1.0	-	-	-	-	65
66	Total Information Technology	6.0	5.9	-	-	-	-	66

⑦ Renamed from Accounting Manager

⑧ Reclassified from Business Performance Analyst

⑨ Reclassified and moved to Planning Department

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Technology and Program Management Division

The Technology and Program Management (TPM) Division contains one distinct department and is responsible for the oversight of four District essential programs, and fulfills coordination roles with partner agencies. These include:

- Information Technology Department: Responsible for the implementation and support of all computer systems, and telecommunications. This includes everything from managing district wide network and systems management, transit Intelligent Transportation Systems (ITS) technology, to desktop support, teleworking support, virtual meeting technology, facility security camera systems, radio communication systems, and call center phone systems. The IT staff serve as the coordinators between SAMTD and Marion County IT, which manages the phone systems outside of the call center.
- Capital Project Development: Oversees and coordinates the development and construction of capital projects from large to small. There are currently eight active projects in various stages of completion.
- Special Transportation Fund (STF) Administration: Manages the District's role as the STF Agency in Marion and Polk counties, project solicitation and selection process for the STF funds distributed by ODOT – PTD. Oversees the role and function of the STF Advisory Committee (STFAC). Conducts sub recipient oversight as required by ODOT – PTD. This program is being merged into the STIF program in 2022.
- Statewide Transportation Improvement Fund (STIF) Administration: Manages the District's role as the STIF Qualified Entity in Marion and Polk counties, project solicitation and selection process for the STIF funds distributed by ODOT – PTD. Oversees the role and function of the STIF Advisory Committee (STIFAC). Conducts sub-recipient oversight as required by ODOT – PTD. The STF funding and program objectives are being added to the STIF program in 2022.
- Coordination of cross divisional projects and functions as the primary coordinator of relationships with partner agencies and jurisdictions.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Technology & Program Management

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
	Technology								
67	Personnel Services	\$ -	\$ -	\$ 896,086	\$ 925,667	\$ 964,322	\$ 38,655	4.2%	67
	Materials and Services								
68	Software Licensing Annual Maintenance	-	-	310,500	364,400	424,031	59,631	16.4%	68
69	Other Professional & Technical	-	-	3,500	64,400	97,822	33,422	51.9%	69
70	Contract Maintenance Services	-	-	96,000	98,000	95,930	(2,070)	-2.1%	70
71	Other Services	-	-	81,300	139,200	161,705	22,505	16.2%	71
72	Parts, Equipment & Tools	-	-	67,300	98,000	109,492	11,492	11.7%	72
73	Operating Supplies	-	-	-	1,500	1,500	-	0.0%	73
74	Office Supplies	-	-	145	-	100	100		74
75	Utilities	-	-	3,625	3,500	3,480	(20)	-0.6%	75
76	Dues & Subscriptions	-	-	-	300	400	100	33.3%	76
77	Travel, Meetings, Training, Education	-	-	4,581	24,700	21,610	(3,090)	-12.5%	77
78	Materials and Services Total	\$ -	\$ -	\$ 566,951	\$ 794,000	\$ 916,070	\$ 122,070	15.4%	78
79	Technology Total	\$ -	\$ -	\$ 1,463,037	\$ 1,719,667	\$ 1,880,392	\$ 160,725	9.3%	79
	Program Management								
80	Personnel Services	\$ -	\$ -	\$ 243,846	\$ 250,175	\$ 254,726	\$ 4,551	1.8%	80
	Materials and Services								
81	Advertising Fees	-	-	-	-	2,000	2,000		81
82	Other Professional & Technical	-	-	158,218	215,000	40,000	(175,000)	-81.4%	82
83	Parts, Equipment & Tools	-	-	-	100	100	-	0.0%	83
84	Legal Services	-	-	148	-	-	-		84
85	Office Supplies	-	-	158	300	300	-	0.0%	85
86	Utilities	-	-	576	600	576	(24)	-4.0%	86
87	Dues & Subscriptions	-	-	-	100	100	-	0.0%	87
88	Travel, Meetings, Training, Education	-	-	743	8,000	8,000	-	0.0%	88
89	Other Misc. Expenses	-	-	-	300	-	(300)	-100.0%	89
90	Materials and Services Total	\$ -	\$ -	\$ 159,843	\$ 224,400	\$ 51,076	\$ (173,324)	-77.2%	90
91	Program Management Total	\$ -	\$ -	\$ 403,689	\$ 474,575	\$ 305,802	\$ (168,773)	-35.6%	91
92	Technology & Program Management Division Total	\$ -	\$ -	\$ 1,866,726	\$ 2,194,242	\$ 2,186,194	\$ (8,048)	-0.4%	92

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

			FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Technology - Continued	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change
	FTE							
	Technology							
93	Information Technology Manager	-	-	1.0	1.0	1.0	- ⑥	93
94	Network Administrator	-	-	1.0	1.0	1.0	- ⑥	94
95	Intelligent Transportation Systems Administrator	-	-	1.0	1.0	1.0	- ⑥	95
96	Support Analyst	-	-	0.9	0.9	1.0	0.1 ⑥	96
97	Web Systems Administrator	-	-	1.0	1.0	1.0	- ⑥	97
98	System Administrator	-	-	1.0	1.0	1.0	- ⑥	98
99	Total Technology	-	-	5.9	5.9	6.0	0.1	99
	⑥ Transferred from Finance Division due to reorganization							
	Program Management							
100	Technology & Program Management Director	-	-	1.0	1.0	1.0	-	100
101	Administrative Assistant - Finance, Tech & Prog Mgmt	-	-	0.5	0.5	0.5	-	101
102	Total Program Management	-	-	1.5	1.5	1.5	-	102
103	Total Technology & Program Management Division	-	-	7.4	7.4	7.5	0.1	103



Communication Division

The Communication Division is responsible for expanding and maintaining ongoing civic, business and community relations and increasing public understanding, awareness and support of the Cherriots mission and vision.

This Division develops, leads, and executes a robust and fully integrated communication strategy that cultivates a clear, strong, and distinctive brand-led culture; strengthens the District's reputation as a leader and authoritative voice for public transit in the Mid-Willamette Valley; and supports the brand promise to deliver a world-class customer experience.

This Division directs and manages all public relations, advertising, marketing, community engagement and outreach, social media, and promotional activities of the District. There is growing demand for prompt, coordinated and accurate communication, delivered through more contemporary channels. The rise of social media and mobile devices has raised public expectations for immediate access to information, as well as opportunities for feedback and input.

The Communication Division comprises the Communication Executive, Marketing Department, Transportation Options, and the Customer Service Office, which includes the Travel Training program, the Eligibility Office, and Transit Host program. The Division has 15 FTEs and three contract positions; contracts with Lamar Advertising, Garten, and MTM; and three grants for Mobility Management, Transportation Options, and Regional Marketing.

Cherriots embraces a central and more ambitious role for communication and fosters district-wide connections and collaborations to tell the Cherriots story and deliver its message.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	22 Budget	Change	
1	Marketing & Communication	\$ 558,548	\$ 590,292	\$ 629,075	\$ 602,167	\$ 649,234	\$ 47,067	7.8%	1
	Personnel Services								
	Materials and Services								
2	Advertising Fees	1,605	330	1,530	-	-	-		2
3	Other Professional & Technical	62,455	31,619	34,956	150,000	170,000	20,000	13.3%	3
4	Parts, Equipment & Tools	634	-	10	4,000	1,000	(3,000)	-75.0%	4
5	Uniforms	-	591	-	1,500	1,500	-	0.0%	5
6	Operating Supplies	-	384	2,060	2,000	2,000	-	0.0%	6
7	Office Supplies	2,646	1,071	867	1,000	1,000	-	0.0%	7
8	Other Materials & Supplies	2,557	6,707	1,109	15,000	8,000	(7,000)	-46.7%	8
9	Utilities	2,335	3,184	2,764	3,000	2,542	(458)	-15.3%	9
10	Dues & Subscriptions	800	784	2,087	6,000	7,075	1,075	17.9%	10
11	Advertising/Promotion Media	41,936	19,209	21,884	35,000	35,000	-	0.0%	11
12	Travel, Meetings, Training, Education	17,184	5,877	11,036	30,000	20,700	(9,300)	-31.0%	12
13	Printing	100,992	14,824	89,580	165,000	170,000	5,000	3.0%	13
14	Other Misc. Expenses	26,386	27,805	4,616	30,000	30,000	-	0.0%	14
15	Materials and Services Total	\$ 259,530	\$ 112,385	\$ 172,499	\$ 442,500	\$ 448,817	\$ 6,317	1.4%	15
16	Marketing & Communication Total	\$ 818,078	\$ 702,677	\$ 801,574	\$ 1,044,667	\$ 1,098,051	\$ 53,384	5.1%	16
Communication - Continued									
				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Customer Service	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change	
17	Personnel Services	\$ 696,778	\$ 636,880	\$ 676,456	\$ 773,842	\$ 840,599	\$ 66,757	8.6%	17
	Materials and Services								
18	Other Professional & Technical	706	1,567	3,134	-	60,000	60,000		18
19	Temporary Help	-	-	-	8,000	-	(8,000)		19
20	Uniforms	-	-	-	3,500	3,500	-	0.0%	20
21	Operating Supplies	6,062	720	1,441	8,000	8,000	-	0.0%	21
22	Office Supplies	333	608	1,215	750	1,000	250	33.3%	22
23	Utilities	628	467	576	1,400	576	(824)	-58.9%	23
24	Travel, Meetings, Training, Education	784	2,390	4,780	36,000	50,000	14,000	38.9%	24
25	Other Misc. Expenses	1,779	4,224	8,447	6,500	6,500	-	0.0%	25
26	Materials and Services Total	\$ 10,292	\$ 9,976	\$ 19,593	\$ 64,150	\$ 129,576	\$ 65,426	102.0%	26
	Customer Service Total	\$ 707,070	\$ 646,856	\$ 696,049	\$ 837,992	\$ 970,175	\$ 132,183	15.8%	0
27	Vanpool Lease								27
28	Vanpool Lease	\$ 203,099	\$ 95,087	\$ 190,174	\$ 225,000	\$ 225,000	\$ -	0.0%	28

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget		Change	
Travel Training									
29 Personnel Services	\$ 58,839	\$ 50,386	\$ 40,175	\$ 170,445	\$ 181,835	\$ 11,390		6.7%	29
Materials and Services									
30 Uniforms	-	-	-	300	300	-		0.0%	30
31 Utilities	816	816	816	950	876	(74.00)		-7.8%	31
32 Travel, Meetings, Training, Education	-	-	-	500	4,000	3,500		700.0%	32
33 Printing	251	-	-	1,500	1,500	-		0.0%	33
34 Other Misc. Expenses	-	-	95	300	300	-		0.0%	34
35 Materials and Services Total	\$ 1,067	\$ 816	\$ 911	\$ 3,550	\$ 6,976	\$ 3,426		96.5%	35
36 Travel Training Total	\$ 59,906	\$ 51,202	\$ 41,086	\$ 173,995	\$ 188,811	\$ 14,816		8.5%	36
37 Communication Division Total	\$ 1,788,153	\$ 1,495,822	\$ 1,728,883	\$ 2,281,654	\$ 2,482,037	\$ 200,383		8.8%	37

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

FTE	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	
Marketing & Communication							
Director of Communication	1.0	1.0	1.0	1.0	1.0	-	
Marketing Coordinator	1.0	1.0	1.0	1.0	1.0	-	
Digital Marketing Coordinator	1.0	1.0	1.0	1.0	1.0	-	
Marketing Assistant	1.0	1.0	1.0	1.0		(1.0) ⑩	
Administrative Assistant - Communication			-	-	1.0	1.0 ⑩	
Customer Experience Specialist	-	0.3	0.3	0.3	0.3	-	
Total Marketing & Communication	4.0	4.3	4.3	4.3	4.3	-	
Customer Service							
Customer Service Manager	0.9	1.0	1.0	1.0	1.0	-	
Senior Customer Service Representative			-	-	1.0	1.0 ⑪	
Customer Service Representative	7.9	7.0	7.0	7.0	6.0	(1.0) ⑪	
Customer Experience Specialist	-	0.3	0.3	0.3	0.3	-	
Total Customer Service	8.8	8.3	8.3	8.3	8.3	-	
Travel Trainer							
Outreach Representative (Travel Trainer)	0.4	0.4	0.8	0.8	0.8	-	
Mobility Management Coordinator			0.4	0.4	0.4	-	
Total Travel Trainer	0.4	0.4	1.2	1.2	1.2	-	
Total Communication FTE	13.2	13.0	13.8	13.8	13.8	-	

(10) Renamed from Marketing Assistant

⑪ Reclassified from Customer Service Representative

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Operations Division

Operations Division

The Operations Division is responsible for providing safe, reliable, and courteous transit services for our community stakeholders, customers, and employees. The Division is comprised of three departments:

Transportation

The Transportation Department is responsible for the delivery of all directly operated fixed-route services. The department includes the following functions: Transportation Manager, Assistant Transportation Manager, Administrative staff, Transit Operators, Transportation Operations Supervisors, Transportation Leads, and Transportation Training Supervisor.

Maintenance

The Maintenance Department is responsible for maintaining safe and reliable vehicles for all of our transit services. The department is also responsible for maintaining all District facilities. The department includes the following functions: Maintenance Manager, Maintenance Supervisors, Facilities Maintenance Supervisor, Parts/Supply Clerk, Purchasing Agent, Maintenance Training Supervisors, Journey Mechanics, Service Technicians, Service Workers, Facilities Service Technician, Facilities Workers, and Administrative Assistant.

Contracted Services

The Contracted Services Department is responsible for monitoring all contracted staff for the delivery of our Cherriots LIFT, Cherriots Regional, and Cherriots Shop & Ride services. The department also has oversight of the Cherriots call center. The department includes the following functions: Contracted Services Manager, Administrative Assistant.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Operations

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
	Operations Administration								
1	Personnel Services	\$ 630,944	\$ 570,521	\$ 406,032	\$ 521,684	\$ 698,451	\$ 176,767	33.9%	1
	Materials and Services								
2	Other Professional & Technical	-	22,834	10,000	10,000	15,000	5,000	50.0%	2
3	Legal Services	-	415	-	-	-	-		3
4	Office Supplies	183	592	70	500	500	-	0.0%	4
5	Utilities	463	434	600	500	600	100	20.0%	5
6	Dues & Subscriptions	-	-	-	-	-	-		6
7	Travel, Meetings, Training, Education	2,403	1,936	36,725	7,000	20,000	13,000	185.7%	7
8	Printing	-	-	-	-	-	-		8
9	Other Misc. Expenses	1,972	2,426	2,500	2,500	3,000	500	20.0%	9
10	Materials and Services Total	\$ 5,021	\$ 28,637	\$ 49,895	\$ 20,500	\$ 39,100	\$ 18,600	90.7%	10
11	Operations Administration Total	\$ 635,965	\$ 599,158	\$ 455,927	\$ 542,184	\$ 737,551	\$ 195,367	36.0%	11

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
	Operations								
	FTE								
12	Deputy General Manager/COO	1.0	1.0	-	-	-	-		12
13	Director of Operations	-	-	1.0	1.0	1.0	-		13
14	Transportation Manager	1.0	1.0	1.0	1.0	1.0	-		14
15	Assistant Transportation Manager	1.0	1.0	1.0	1.0	1.0	-		15
16	Operations Programs Coordinator	-	-	-	-	1.0	1.0 ⁽¹²⁾		16
17	Operations Programs Administrator	0.1	0.1	-	-	-	-		17
18	Administrative Assistant, Operations	1.0	1.0	-	-	-	-		18
19	Total Operations Administration FTE	4.1	4.1	3.0	3.0	4.0	1.0		19

⁽¹²⁾ New position

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Planning	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change	
20	Personnel Services	\$ 514,106	\$ 552,003	\$ -	\$ -	\$ -	\$ -		20
	Materials and Services								
21	Advertising Fees	752	-	-	-	-	-		21
22	Other Professional & Technical	-	90,291	-	-	-	-		22
23	Other Services	3,961	-	-	-	-	-		23
24	Operating Supplies	-	10	-	-	-	-		24
25	Office Supplies	-	-	-	-	-	-		25
26	Utilities	1,884	2,004	-	-	-	-		26
27	Dues & Subscriptions	95	-	-	-	-	-		27
28	Travel, Meetings, Training, Education	10,083	-	-	-	-	-		28
29	Materials and Services Total	\$ 16,775	\$ 92,305	\$ -	\$ -	\$ -	\$ -		29
30	Planning Total	\$ 530,881	\$ 644,308	\$ -	\$ -	\$ -	\$ -		30
	FTE								
31	Service Planning Manager	-	1.0	-	-	-	-		31
32	Transit Planner II (Scheduling)	-	1.0	-	-	-	-		32
33	Transit Planner I	-	1.0	-	-	-	-		33
34	Total Planning	-	4.0	-	-	-	-		34

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Operations - Continued

				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Vehicle Maintenance	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change	
35	Personnel Services	\$ 3,161,424	\$ 3,345,556	\$ 3,261,609	\$ 3,622,320	\$ 3,821,005	\$ 198,685	5.5%	35
	Materials and Services								
36	Other Professional & Technical	24,460	21,425	19,518	22,000	22,000	-	0.0%	36
37	Contract Maintenance Services	412	1,026	2,022	1,500	2,100	600	40.0%	37
38	Towing & Collision Repairs	7,083	27,621	16,250	13,000	23,000	10,000	76.9%	38
39	Radio Charges	48,787	54,882	13,248	53,668	54,000	332	0.6%	39
40	Fuel-Cars & Other	6,001	3,768	6,513	5,000	6,000	1,000	20.0%	40
41	Fuel-Diesel	377,342	289,743	537,580	538,450	1,190,000	651,550	121.0%	41
42	Fuel-CNG	230,551	244,319	199,759	330,000	330,000	-	0.0%	42
43	Fuel-Elect	-	-	-	-	225,000	225,000		43
44	Lubricant & Coolant	47,463	59,276	64,760	62,000	67,000	5,000	8.1%	44
45	Tires & Tire Supplies	235,657	217,166	209,323	210,000	235,000	25,000	11.9%	45
46	Parts, Equipment & Tools	873,577	819,920	571,269	812,500	806,000	(6,500)	-0.8%	46
47	Uniforms	26,994	27,255	29,094	30,000	30,000	-	0.0%	47
48	Safety & Wellness	-	118,115	-	196,500	101,500	(95,000)	-48.3%	48
49	Operating Supplies	47,369	41,362	37,717	48,000	48,000	-	0.0%	49
50	Office Supplies	600	93	223	-	320	320		50
51	Other Materials & Supplies	1,306	1,288	1,730	1,500	2,200	700	46.7%	51
52	Utilities	560	940	492	700	576	(124)	-17.7%	52
53	Travel, Meetings, Training, Education	2,636	3,124	4,451	21,500	26,000	4,500	20.9%	53
54	Advertising/Promotion Media	952	50	1,944	1,000	2,000	1,000	100.0%	54
55	Printing	5,634	3,595	1,782	4,500	4,500	-	0.0%	55
56	Other Misc. Expenses	58	84	314	500	620	120	24.0%	56
57	Materials and Services Total	\$ 1,937,442	\$ 1,935,052	\$ 1,718,273	\$ 2,352,318	\$ 3,175,916	\$ 823,598	35.0%	57
58	Vehicle Maintenance Total	\$ 5,098,866	\$ 5,280,608	\$ 4,979,882	\$ 5,974,638	\$ 6,996,921	\$ 1,022,283	17.1%	58

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

			FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	
			Estimate	Budget	Adopted Budget	22 Budget	
	Operations - Continued	FY2019-20 Actual	FY2020-21 Actual				
	FTE						
59	Maintenance Manager	0.9	0.9	0.9	0.9	0.9	- 59
60	Vehicle Maintenance Supervisor	3.8	3.8	3.8	3.8	3.8	- 60
61	Maintenance Training Supervisor	1.0	0.9	0.9	0.9	0.9	- 61
62	Administrative Assistant, Maintenance	0.6	0.7	0.7	0.7	0.7	- 62
63	Purchasing Agent	0.9	0.9	0.9	0.9	0.9	- 63
64	Journey Mechanic	10.1	10.1	10.1	10.1	10.1	- 64
65	Parts & Supply Clerk	0.9	0.9	0.9	0.9	0.9	- 65
66	Service Technician	6.4	5.5	5.5	5.5	5.5	- 66
67	Service Worker	7.4	7.4	7.4	7.4	7.4	- 67
68	Total Vehicle Maintenance FTE	32.0	31.1	31.1	31.1	31.1	- 68

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

	Facility Maintenance	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
69	Personnel Services	\$ 820,908	\$ 1,067,063	\$ 1,134,444	\$ 1,253,354	\$ 1,111,314	\$ 409,158	36.1%	69
	Materials and Services								0
70	Other Professional & Technical	23,190	19,926	52,957	11,000	27,000	16,000	145.5%	70
71	Contract Maintenance Services	97,814	95,430	81,050	75,000	89,000	14,000	18.7%	71
72	Brokerage Contract	-	7,884	-	-	-	-		72
73	Legal Services	-	-	285	-	-	-		73
74	Other Services	20	-	89	-	-	-		74
75	Fuel-Cars & Other	7,050	10,300	15,614	7,250	20,250	13,000	179.3%	75
76	Parts, Equipment & Tools	1,763	6,662	2,564	3,150	3,150	-	0.0%	76
77	Uniforms	1,372	5,036	1,868	3,000	3,200	200	6.7%	77
78	Operating Supplies	33,213	42,560	43,185	35,000	35,000	-	0.0%	78
79	Office Supplies	-	-	-	-	-	-		79
80	Other Materials & Supplies	1,446	4,240	2,830	8,000	8,000	-	0.0%	80
81	Utilities	145,766	144,039	176,317	170,850	191,636	20,786	12.2%	81
82	Travel, Meetings, Training, Education	150	14	-	-	-	-		82
83	Dues & Subscriptions	-	-	-	300	300	-	0.0%	83
84	Printing	-	-	-	250	250	-	0.0%	84
85	Other Misc. Expenses	928	25	66	150	150	-	0.0%	85
86	Materials and Services Total	\$ 312,712	\$ 336,116	\$ 376,825	\$ 313,950	\$ 377,936	\$ 63,986	20.4%	86
87	Facility Maintenance Total	\$ 1,133,620	\$ 1,403,179	\$ 1,511,269	\$ 1,567,304	\$ 1,489,250	\$ (78,054)	-5.0%	87

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	Operations - Continued			Estimate	Budget	Adopted Budget	22 Budget	Change	
	FTE								
88	Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0	-		88
89	Facilities Maintenance Technician			-	-	1.0	1 ⑬		89
90	Facilities Maintenance Worker	8.0	12.0	12.0	12.0	7.6	(4) ⑭		90
91	Total Facilities Maintenance FTE	9.0	13.0	13.0	13.0	9.6	(3.0)		91

⑬ Reclassified from Facilities Maintenance Worker

⑭ Limited duration positions ended

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent
		FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change
1	Security & Emergency Management							
92	Personnel Services	\$ 160,905	\$ 271,224	\$ -	\$ -	\$ -	\$ -	92
	Materials and Services							
93	Other Professional & Technical	532,473	668,436	1,024,288	-	-	-	93
94	Legal Services	-	93	-	-	-	-	94
95	Other Services	-	-	-	-	-	-	95
96	Fuel-Cars & Other	-	-	-	-	-	-	96
97	Parts, Equipment & Tools	3,341	6,974	4,213	-	-	-	97
98	Operating Supplies	9,353	32,404	31,129	-	-	-	98
99	Office Supplies	1,142	577	883	-	-	-	99
100	Utilities	2,300	5,009	4,122	-	-	-	100
101	Dues & Subscriptions	669	783	841	-	-	-	101
102	Travel, Meetings, Training, Education	398	5	2,672	-	-	-	102
103	Printing	571	454	375	-	-	-	103
104	Other Misc. Expenses	115	831	-	-	-	-	104
105	Materials and Services Total	\$ 550,362	\$ 715,566	\$ 1,068,523	\$ -	\$ -	\$ -	105
106	Security Total	\$ 711,267	\$ 986,790	\$ 1,068,523	\$ -	\$ -	\$ -	106
	FTE							
107	Security Coordinator	1.0	-	-	-	-	-	107
108	Security and Emergency Management Manager	-	1.0	-	-	-	-	108
109	Security Coordinator	-	1.0	-	-	-	-	109
110	Emergency Coordinator	-	1.0	-	-	-	-	110
111	Total Security & Emergency Management FTE	1.0	3.0	-	-	-	-	111

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

			FY2021-22 Year-End	FY2021-22 Adopted	FY2022-23	Change from FY2021-	Percent	
	FY2019-20 Actual	FY2020-21 Actual	Estimate	Budget	Adopted Budget	22 Budget	Change	
Cherriots Local Service								
112 Personnel Services	\$ 13,531,360	\$ 14,990,269	\$ 15,423,263	\$ 16,922,158	\$ 17,868,552	\$ 946,394	5.6%	112
Materials and Services								
113 Other Professional & Technical	9,035	1,278	-	5,000	5,000	-	0.0%	113
114 Legal Services	-	160	630	-	500	500		114
115 Fuel-Cars & Other	3,267	4,907	7,658	4,000	9,000	5,000	125.0%	115
116 Parts, Equipment & Tools	1,284	920	-	1,750	1,950	200	11.4%	116
117 Uniforms	33,887	40,665	38,951	72,500	73,500	1,000	1.4%	117
118 Safety & Wellness	4,092	1,079	367	6,500	6,500	-	0.0%	118
119 Operating Supplies	744	1,015	375	1,500	1,500	-	0.0%	119
120 Office Supplies	5,882	3,466	5,492	6,000	7,500	1,500	25.0%	120
121 Utilities	5,550	6,119	5,869	10,500	11,600	1,100	10.5%	121
122 Travel, Meetings, Training, Education	3,211	4,575	9,815	21,900	30,500	8,600	39.3%	122
123 Printing	600	225	-	650	700	50	7.7%	123
124 Other Misc. Expenses	3,782	6,425	3,364	4,000	11,500	7,500.00	187.5%	124
125 Materials and Services Total	\$ 71,334	\$ 70,834	\$ 72,521	\$ 134,300	\$ 159,750	\$ 25,450	19.0%	125
126 Cherriots Local Service Total	\$ 13,602,694	\$ 15,061,103	\$ 15,495,784	\$ 17,056,458	\$ 18,028,302	\$ 971,844	5.7%	126
FTE								
127 Operations Supervisor	11.0	12.0	11.0	11.0	11.0	-		127
128 Operations Training Supervisor	1.0	1.0	1.0	1.0	1.0	-		128
129 Transportation Administrator	-		1.0	1.0	1.0	-		129
130 Administrative Assistant, Transportation	1.0	1.0	1.0	1.0	1.0	-		130
131 Transit Operator	124.0	133.5	133.8	133.8	134.0	0.2 ⁽¹⁵⁾		131
132 Total Cherriots Fixed Route Service FTE	137.0	147.5	147.8	147.8	148.0	0.2		132
⁽¹⁵⁾ All positions are now full time								
133 Operations Division Total	\$ 21,713,293	\$ 23,975,146	\$ 23,511,385	\$ 25,140,584	\$ 27,252,024	\$ 2,111,440	8.4%	133
134 Total Operations Division FTE	183.1	202.7	194.9	194.9	192.7	(1.8)		134

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General Administration

General Administration is used for expenses that generally apply to the whole district rather than being identifiable to a specific division, and thus remain unallocated.

Personnel Services

This line item is for the retiree medical insurance premiums, professional benefit Health Reimbursement Administration (HRA) costs, and the Tuition Reimbursement Program.

Materials and Services

- Other Professional and Technical - This line item includes services for insurance brokerage and investment advisers and actuaries needed for the District's pension plans.
- Legal Services - The District retains the services of legal counsel for general business matters.
- Other Materials and Supplies - Is for mail processing and postage through Garten Services.
- Utilities - This line includes the cost for the telephone system maintained by Marion County.
- 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 workers' compensation, auto, general, and cyber liability policies.
- Dues and Subscriptions - Memberships in various organizations, including Mid-Willamette Valley Council of Governments, American Public Transportation Association (APTA) and the Oregon Transit Association (OTA).

- Match Expense - This is a payment to the Mid-Willamette Council of Governments and ODOT as a matching amount for a federal planning grant and is based upon the grant amount. The Transportation Development Division provides planning services as required by the grant.
- Other Expenses - This includes funding for the Cherriots Connect Committee, the Wellness Committee, the Sustainability Committee, lease for archive storage, bank fees, and property tax.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

				FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021- 22 Budget	Percent Change	
	General Administration	FY2019-20 Actual	FY2020-21 Actual						
1	Personnel Services	\$ 287,384	\$ 255,388	\$ 362,426	\$ 370,000	\$ 376,510	\$ 6,510	1.8%	1
	Materials and Services								
2	Other Professional & Technical	142,762	121,022	218,181	131,300	139,500	8,200	6.2%	2
3	Contract Maintenance Services	34,195	129	-	31,000	-	(31,000)	-100.0%	3
4	Legal Services	33,189	18,046	17,054	25,000	25,000	-	0.0%	4
5	Parts, Equipment & Tools	346	-	-	-	-	-		5
6	Other Materials and Supplies	7,771	4,044	9,518	9,500	10,000	500	5.3%	6
7	Utilities	32,649	45,968	38,700	34,000	38,600	4,600	13.5%	7
8	Condo Assn Courthouse Square	120,956	169,352	133,180	137,100	138,507	1,407	1.0%	8
9	Premium for General Liability	291,557	311,697	329,488	341,500	346,500	5,000	1.5%	9
10	Retail Space Property Taxes	2,119	2,196	2,262	2,275	2,330	55	2.4%	10
11	Dues & Subscriptions	72,098	38,251	73,017	73,400	73,500	100	0.1%	11
12	Travel, Meetings, Training, Education	1	173	18	-	-	-		12
13	Passthrough	12,446	16,876	25,935	25,000	27,000	2,000	8.0%	13
14	Other Misc. Expenses	45,908	59,682	66,125	66,650	67,673	1,023	1.5%	14
15	Lease	7,608	7,614	5,688	5,700	5,736	36	0.6%	15
16	Materials and Services Total	\$ 803,605	\$ 795,050	\$ 919,166	\$ 882,425	\$ 874,346	\$ (8,079)	-0.9%	16
17	General Administration Total	\$ 1,090,989	\$ 1,050,438	\$ 1,281,592	\$ 1,252,425	\$ 1,250,856	\$ (1,569)	-0.1%	17
18	Total General Fund	\$ 28,984,355	\$ 31,097,720	\$ 34,066,315	\$ 37,297,139	\$ 40,570,090	\$ 3,272,951	8.8%	18
	FTE								
19	Total General Fund FTE	222.2	243.4	245.4	245.4	245.3	0.3		19





TRANSPORTATION PROGRAMS FUND

Transportation Programs Fund

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

Cherriots LIFT

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

Cherriots Shop & Ride

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

Cherriots Regional

- Fixed and flex-route transportation for rural Marion and Polk counties.

OHA/WVCH (Oregon Authority/Willamette Valley Community Health)

- Brokered Non-Emergency Medical Transportation (NEMT) for Medicaid and Oregon Health Plan recipients in Marion and Polk counties. This program ended Feb. 28, 2018; program history shown.

Call Center

- Reservation and scheduling center for all Cherriots LIFT, Cherriots Shop & Ride, and Cherriots Regional.

Mobility Management

- Eligibility determinations for Cherriots LIFT services and coordination of travel training and mobility coordination programs.

Special Transportation Coordination

- Coordination and administration of the federal and state funds for the transportation of seniors and people with disabilities.

Transportation Options

- Carpool matching services for Marion, Polk, and Yamhill counties; coordination of vanpools in the Mid-Willamette Valley; provision of alternative modes of transportation to the public.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Transportation Programs Fund Revenues/Resources and Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operating Revenues/Resources									
1	Passenger Fares	\$ 284,968	\$ 650	\$ 252,200	\$ 233,584	\$ 273,069	\$ 39,485	16.9%	1
2	Federal Direct 5310 Funds	256,156	237,385	496,960	252,228	640,009	387,781	153.7%	2
3	Federal 5311 Funds	325,137	364,019	576,896	334,373	514,808	180,435	54.0%	3
4	Federal 5310 Funds Through State	703,016	1,143,509	1,496,508	1,195,007	894,239	(300,768)	-25.2%	4
5	TripChoice Grant	189,301	185,729	137,322	216,172	216,172	-	0.0%	5
6	In-Kind Match	-	-	-	39,703	-	(39,703)	-100.0%	6
7	TDM Grant	154,883	140,813	296,987	320,556	320,556	-	0.0%	7
8	DD53 Revenues	1,850,146	168,502	204,692	881,175	293,910	(587,265)	-66.6%	8
9	Federal 5307 CARES	512,577	1,291,811	256,630	-	-	-		9
10	Corona Virus Relief	59,581	-	-	-	-	-		10
11	Federal 5307	775,367	-	1,137,327	630,629	849,477	218,848	34.7%	11
12	Federal 5311 CARES ACT Through State	67,469	461,250	104,169	-	-	-		12
13	Federal 5307 CRRSAA	-	-	1,946,024	42,464	-	(42,464)	-100.0%	13
14	STF Pass Through Funds	255,768	261,024	261,904	256,648	256,648	-	0.0%	14
15	STIF Pass Through Funds	308,176	736,140	525,500	460,000	1,070,801	610,801	132.8%	15
16	State STF Funds	740,593	740,596	741,161	551,735	741,161	189,426	34.3%	16
17	State STIF Formula Funds	909,503	1,027,306	747,898	1,525,927	1,788,113	262,186	17.2%	17
18	Miscellaneous	1,519	53,297	-	-	-	-		18
19	Interest on Investments	919	12,846	5,871	5,500	5,871	371	6.7%	19
20	Transfers from Other Funds	1,557,609	1,585,600	1,555,000	4,204,192	5,017,507	813,315	19.3%	20
21	Transfers from Other Programs	-	-	-	763,046	-	(763,046)	-100.0%	21
22	Operating Revenues/Resources Total	\$ 8,952,688	\$ 8,410,477	\$ 10,743,049	\$ 11,912,939	\$ 12,882,341	\$ 969,402	8.1%	
Operating Expenses/Requirements									
23	General Manager/Board of Directors/Sustainability	568,550	460,015	256	-	-	-		23
25	Technology & Program Management	-	-	-	718,648	1,327,449	608,801	84.7%	25
26	Communication	344,184	337,596	387,460	688,976	719,753	30,777	4.5%	26
27	Operations	7,890,395	7,342,955	6,350,048	9,002,270	10,323,594	1,321,324	14.7%	27
28	Operating Expenses/Requirements Total	\$ 8,803,129	\$ 8,140,566	\$ 6,737,764	\$ 10,409,894	\$ 12,370,796	\$ 1,960,902	18.8%	28

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2022-23

Transportation Programs Fund Revenues/Resources and Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operating Revenue/Resources less Operating									
29	Expenses/Requirements	\$ 149,559	\$ 269,911	\$ 4,005,285	\$ 1,503,045	\$ 511,545	\$ (991,500)	-66.0%	29
30	Transfer Out from Other Programs	-	-	-	(763,046)		763,046	-100.0%	30
31	Transfers to Other Funds Total	\$ -	\$ -	\$ -	\$ (763,046)	\$ -	\$ 763,046	-100.0%	31
32	Net Operating and Transfers to Other Funds Total	\$ 149,559	\$ 269,911	\$ 4,005,285	\$ 739,999	\$ 511,545	\$ (228,454)	-30.9%	32
33	Reserve Working Capital	-	-	-	(2,564,902)	(5,146,939)	(2,582,037)	100.7%	33
Net Operating, Transfers to Other Funds, and Reserve									
34	Working Capital Total	\$ 149,559	\$ 269,911	\$ 4,005,285	\$ (1,824,903)	\$ (4,635,394)	\$ (2,810,491)	154.0%	34
35	Beginning Working Capital	210,639	360,198	630,109	1,824,903	4,635,394	2,810,491	154.0%	35
36	Ending Working Capital	\$ 360,198	\$ 630,109	\$ 4,635,394	\$ -	\$ -	\$ -		36

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

								Change from		
Transportation Programs Fund Program		FY2020-21		FY2021-22 Year-		FY2021-22		FY2022-23		Percent
Expenses/Requirements Summary		FY2019-20 Actual	Actual	End Estimate	Adopted Budget	Adopted Budget	Adopted Budget	FY2021-22 Budget	Change	
General Manager/BOD/SIPM/Sustainability Program										
1	Special Transportation Coordination	\$ 568,550	\$ 460,015	\$ 256	\$ -	\$ -	\$ -			1
2	General Manager/Board of Directors/SIPM Technology & Program Management	\$ 568,550	\$ 460,015	\$ 256	\$ -	\$ -	\$ -			2
3	Special Transportation Coordination	\$ -	\$ -	\$ -	\$ 718,648	\$ 1,327,449	\$ 608,801	84.7%		3
4	Technology & Program Management Total	\$ -	\$ -	\$ -	\$ 718,648	\$ 1,327,449	\$ 608,801	84.7%		4
Communication										
5	TripChoice	\$ 344,184	\$ 337,596	\$ 387,460	\$ 576,431	\$ 567,900	\$ (8,531)	-1.5%		5
6	Mobility Management	-	-	-	112,545	151,853	39,308	34.9%		6
7	Communication Total	\$ 344,184	\$ 337,596	\$ 387,460	688,976	\$ 719,753	\$ 30,777	4.5%		7
Operations										
8	Cherriots Lift	\$ 5,655,097	4,792,352	\$ 3,952,104	\$ 6,475,129	\$ 7,473,731	\$ 998,602	15.4%		8
9	Cherriots Shop & Ride	444,237	440,986	315,287	464,054	466,051	1,997	0.4%		9
10	Cherriots Regional	1,596,124	2,000,760	1,925,523	2,063,087	2,382,412	319,325	15.5%		10
11	Cherriots Call Center **	-	(58,914)	(19)	-	1,400	1,400			11
12	Mobility Management	194,937	167,771	157,153	-	-	-			12
13	Operations Total	\$ 7,890,395	\$ 7,342,955	\$ 6,350,048	\$ 9,002,270	\$ 10,323,594	\$ 1,321,324	14.7%		13
14	Transportation Programs Fund Total	\$ 8,803,129	\$ 8,140,566	\$ 6,737,764	\$ 10,409,894	\$ 12,370,796	\$ 1,960,902	18.8%		14

**The Cherriots Call Center is allocated to those programs that utilize the call center services.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Cherriots LIFT

Revenues/Resources & Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	FY2021-22 Budget	Percent Change	
Operating Revenues/Resources									
1	Passenger Fares	\$ 146,986	\$ -	\$ 145,220	\$ 108,892	\$ 151,500	\$ 42,608	39.1%	1
2	Federal 5307 CARES ACT	446,318	1,222,584	242,401	-	-	-		2
3	Federal 5307 CRRSAA	-	-	1,946,024	42,464	-	(42,464)	-100.0%	3
4	Federal Direct 5310 Funds	8,404	-	-	14,503	397,848	383,345	2643.2%	4
5	Federal 5310 Funds Through State	-	466,569	539,946	-	-	-		5
6	DD53 Revenues	1,850,146	168,502	204,692	881,175	293,910	(587,265)	-66.6%	6
7	Federal 5307	775,367	-	1,137,327	630,629	849,477	218,848	34.7%	7
8	State STF Funds	348,996	300,276	295,690	109,341	260,066	150,725	137.8%	8
9	State STIF Formula Funds	400,112	303,539	351,840	483,933	503,423	19,490	4.0%	9
10	Miscellaneous	1,519	53,297	-	-	-	-		10
11	Transfers from Other Funds	1,557,609	1,585,600	(1,555,000)	4,204,192	-	(4,204,192)	-100.0%	11
12	Transfers from Other Programs	-	-	-	763,046	-	(763,046)	-100.0%	12
13	Operating Revenues/Resources Total	\$ 5,535,457	\$ 4,100,367	\$ 3,308,140	\$ 7,238,175	\$ 2,456,224	\$ (4,781,951)	-66.1%	13
Operating Expenses/Requirements									
14	Personnel Services	\$ 384,871	\$ 399,478	\$ 334,164	\$ 414,344	\$ 433,069	\$ 18,725	4.5%	14
15	Other Professional & Technical	4,960	4,547	666	5,000	5,500	500	10.0%	15
16	Contract Maintenance Services	54	-	2,108	-	-	-		16
17	Contract Eligibility Determination	118,827	120,629	126,915	137,475	-	(137,475)	-100.0%	17
18	Towing & Collision Repairs	1,908	405	405	1,500	1,500	-	0.0%	18
19	Radio Charges	12,888	13,978	14,942	12,000	15,000	3,000	25.0%	19
20	Legal Services	235	456	293	500	500	-	0.0%	20
21	Other Services	1,278	425	409	3,500	3,500	-	0.0%	21
22	Fuel-Cars & Other	236,178	156,016	222,834	350,000	630,000	280,000	80.0%	22
23	Lubricant & Coolant	7,109	4,323	4,161	8,000	8,000	-	0.0%	23
24	Tires & Tire Supplies	19,858	18,347	17,408	21,500	22,000	500	2.3%	24
25	Parts, Equipment & Tools	56,966	58,156	28,587	66,100	62,650	(3,450)	-5.2%	25
26	Operating Supplies	389	28	1,003	-	-	-		26
27	Office Supplies	52	947	243	500	500	-	0.0%	27
28	Other Materials & Supplies	283	-	-	-	-	-		28
29	Utilities	576	432	141	600	600	-	0.0%	29
30	Contract Transportation	3,375,900	3,063,031	2,175,185	4,152,875	5,396,585	1,243,710	29.9%	30
31	Dues & Subscriptions	225	450	-	225	1,100	875	388.9%	31
32	Travel, Meetings, Training, Education	87	165	-	4,300	8,300	4,000	93.0%	32

Cherriots LIFT - Continued

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	FY2021-22 Budget	Percent Change	
33	Printing	3,063	4,604	-	11,000	11,000	-	0.0%	33
34	Match Expense	584,562	56,570	83,640	291,000	291,000	-	0.0%	34
35	Other Misc. Expenses	341	229	11	500	500	-	0.0%	35
36	Lease-Other	31,860	31,860	31,860	43,000	43,000	-	0.0%	36
37	Call Center Allocation	812,627	857,276	907,129	951,210	539,427	(411,783)	-43.3%	37
38	Materials & Services Total	\$ 5,270,226	\$ 4,392,874	\$ 3,617,940	\$ 6,060,785	\$ 7,040,662	\$ 979,877	16.2%	38
39	Operating Expenses/Requirements Total	\$ 5,655,097	\$ 4,792,352	\$ 3,952,104	\$ 6,475,129	\$ 7,473,731	\$ 998,602	15.4%	39
40	Operating Revenue/Resources less Operating Expenses/Requirements	\$ (119,640)	\$ (691,985)	\$ (643,964)	\$ 763,046	\$ (5,017,507)	\$ (5,780,553)	-757.6%	40
41	Net Operating & Transfers to Other Funds Total	\$ (119,640)	\$ (691,985)	\$ (643,964)	\$ 763,046	\$ (5,017,507)	\$ (5,780,553)	-757.6%	41
42	Reserved Working Capital	-	-	-	153,817	-	(153,817)	-100.0%	42
43	Other Designations Total	\$ -	\$ -	\$ -	\$ 153,817	\$ -	\$ (153,817)	-100.0%	43
44	Net Operating, Transfers to Other Funds & Other Designations Total	\$ (119,640)	\$ (691,985)	\$ (643,964)	\$ 916,863	\$ (5,017,507)	\$ (5,934,370)	-647.2%	44
45	Beginning Working Capital	(1,236,523)	(1,356,163)	(2,048,148)	(916,863)	(2,692,112)	(1,775,249)	193.6%	45
46	Ending Working Capital	\$ (1,356,163)	\$ (2,048,148)	\$ (2,692,112)	\$ -	\$ (7,709,619)	\$ (7,709,619)		46
FTE									
47	Maintenance Manager	0.1	0.1	0.1	0.1	0.1	-		47
48	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	0.1	-		48
49	Contracted Services Manager	0.7	0.7	0.7	0.7	0.7	-		49
50	Intelligent Transportation Systems Administrator	0.1	-	-	-	-	-		50
51	Administrative Assistant, Contracted Services	0.9	0.7	0.7	0.7	0.7	-		51
52	Administrative Assistant, Maintenance	-	0.1	0.1	0.1	0.1	-		52
53	Journey Mechanic	0.7	0.6	0.6	0.6	0.6	-		53
54	Purchasing Agent	0.1	0.1	0.1	0.1	0.1	-		54
55	Parts & Supply Clerk	0.1	0.1	0.1	0.1	0.1	-		55
56	Service Technician	0.4	0.4	0.4	0.4	0.4	-		56
57	Service Worker	0.5	0.4	0.4	0.4	0.4	-		57
58	Maintenance Training Supervisor	-	0.1	0.1	0.1	0.1	-		58
59	Total Cherriots LIFT FTEs	3.7	3.4	3.4	3.4	3.4	-		59

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Cherriots Shop & Ride															
Revenues/Resources & Expenses/Requirements															
Summary		FY2019-20 Actual		FY2020-21 Actual		FY2021-22 Year-End Estimate		FY2021-22 Adopted Budget		FY2022-23 Adopted Budget		Change from FY2021-22 Budget		Percent Change	
Operating Revenues/Resources															
1	Passenger Fares	\$	11,537	\$	-	\$	11,473	\$	8,701	\$	12,100	\$	3,399	39.1%	1
2	Corona Virus Relief Fund		45,473		-		-		-		-		-		2
3	Federal Direct 5310 Funds		232,752		237,385		496,960		237,725		242,161		4,436	1.9%	3
4	Federal 5310 Funds Through State		-		91,198		14,120		157,283		160,000		2,717	1.7%	4
5	Federal 5307 CARES ACT		66,259		69,227		14,229		-		-		-		5
6	State STF Funds		78,004		83,648		85,447		85,208		78,853		(6,355)	-7.5%	6
7	Operating Revenues/Resources Total	\$	434,025	\$	481,458	\$	622,229	\$	488,917	\$	493,114	\$	4,197	0.9%	7
Operating Expenses/Requirements															
8	Personnel Services	\$	29,511	\$	24,902	\$	25,336	\$	36,151	\$	38,532	\$	2,381	6.6%	8
Materials & Services															
9	Other Professional & Technical		677		-		-		630		680		50.00	7.9%	9
10	Towing & Collision Repairs		216		-		-		450		450		-	0.0%	10
11	Radio Charges		1,616		2,173		1,849		1,450		3,300		1,850	127.6%	11
12	Other Services		58		5		18		-		20		20		12
13	Fuel-Cars & Other		10,232		11,621		15,449		18,000		32,400		14,400	80.0%	13
14	Lubricant & Coolant		188		141		222		500		500		-	0.0%	14
15	Tires & Tire Supplies		417		333		-		1,500		1,500		-	0.0%	15
16	Parts, Equipment & Tools		2,169		455		770		5,500		5,500		-	0.0%	16
17	Contract Transportation		243,246		236,192		175,272		297,550		310,000		12,450	4.2%	17
18	Printing		-		-		-		-		3,000		3,000		18
19	Lease-Other		3,540		4,425		3,540		5,040		15,000		9,960	197.6%	19
20	Call Center Allocation		152,367		160,739		92,775		97,283		55,169		(42,114)	-43.3%	20
21	Materials & Services Total	\$	414,726	\$	416,084	\$	289,951	\$	427,903	\$	427,519	\$	(384)	-0.1%	21
Operating Expenses/Requirements Total		\$	444,237	\$	440,986	\$	315,287	\$	464,054	\$	466,051	\$	1,997	0.4%	
Operating Revenue/Resources less Operating															
22	Expenses/Requirements	\$	(10,212)	\$	40,472	\$	306,942	\$	24,863	\$	27,063	\$	2,200	8.8%	22
23	Net Operating & Transfers to Other Funds Total	\$	(10,212)	\$	40,472	\$	306,942	\$	24,863	\$	27,063	\$	2,200	8.8%	23
Other Designations															
24	Reserved Working Capital	\$	-	\$	-	\$	-	\$	(51,505)	\$	-	\$	51,505	-100.0%	24
25	Other Designations Total	\$	-	\$	-	\$	-	\$	(51,505)	\$	-	\$	51,505	-100.0%	25
Net Operating, Transfers to Other Funds &															
26	Other Designations Total	\$	(10,212)	\$	40,472	\$	306,942	\$	(26,642)	\$	27,063	\$	53,705		26
27	Beginning Working Capital		36,854		26,642		67,114		26,642		374,056		347,414		27
28	Ending Working Capital	\$	26,642	\$	67,114	\$	374,056	\$	-	\$	401,119	\$	401,119		28

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021- 22 Budget	Percent Change	
	Cherriots Shop & Ride - Continued								
	FTE								
29	Contracted Services Manager	0.1	0.1	0.1	0.1	0.1	-		29
30	Administrative Assistant, Contracted Services	0.1	0.1	0.1	0.1	0.1	-		30
31	Journey Mechanic	0.1	0.2	0.2	0.2	0.2	-		31
32	Service Technician	-	-	-	-	-	-		32
33	Service Worker	-	-	-	-	-	-		33
34	Total Cherriots Shop & Ride FTEs	0.3	0.4	0.4	0.4	0.4	-		34

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Cherriots Regional

Resources & Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	\$ 126,446	\$ 650	\$ 95,507	\$ 115,991	\$ 109,469	\$ (6,522)	-5.6%	2
3	Corona Virus Relief Fund	14,108	-	-	-	-	-		3
4	Federal 5311 Funds	325,137	364,019	576,896	334,373	514,808	180,435	54.0%	4
5	Federal 5310 Funds Through State	528,099	434,553	779,526	936,737	659,362	(277,375)	-29.6%	5
6	Federal 5311 CARES ACT Through State	67,469	461,250	104,169	-	-	-		6
7	State STF Funds	291,572	331,548	346,465	343,628	388,683	45,055	13.1%	7
8	State STIF Formula Funds	509,391	723,767	396,058	1,041,994	1,284,690	242,696	23.3%	8
9	Operating Revenues/Resources Total	\$ 1,862,222	\$ 2,315,787	\$ 2,298,621	\$ 2,772,723	\$ 2,957,012	\$ 184,289	6.6%	9
	Operating Expenses/Requirements								
10	Personnel Services	\$ 171,760	\$ 183,848	\$ 304,851	\$ 240,238	\$ 187,702	\$ (52,536)	-21.9%	10
	Materials & Services								
11	Other Professional & Technical	2,983	4,425	1,044	23,500	3,500	(20,000)	-85.1%	11
12	Towing & Collision Repairs	5,575	4,598	5,595	4,500	5,000	500	11.1%	12
13	Legal Services	-	-	214	-	210	210		13
14	Radio Charges	4,567	4,579	4,736	4,000	4,500	500	12.5%	14
15	Other Services	245	65	77	-	100	100		15
16	Fuel-Cars & Other	133,189	135,109	204,436	167,000	259,000	92,000	55.1%	16
17	Lubricant & Coolant	6,865	6,087	9,424	6,500	9,000	2,500	38.5%	17
18	Tires & Tire Supplies	5,162	6,674	7,977	10,000	11,000	1,000	10.0%	18
19	Parts, Equipment & Tools	43,849	54,812	68,735	45,100	71,400	26,300	58.3%	19
20	Uniforms	-	-	-	300	300	-	0.0%	20
21	Safety & Wellness	-	15,700	-	-	-	-		21
22	Operating Supplies	246	-	11	500	510	10	2.0%	22
23	Office Supplies	-	-	175	-	-	-		23
24	Other Materials & Supplies	-	-	-	1,800	1,800	-	0.0%	24
25	Contract Transportation	1,158,163	1,521,385	1,269,953	1,506,521	1,660,000	153,479	10.2%	25
27	Travel, Meetings, Training, Education	-	-	-	1,500	-	(1,500)	-100.0%	27
28	Printing	2,111	163	-	6,000	-	(6,000)	-100.0%	28
29	Other Misc. Expenses	-	-	6,750	-	-	-		29
30	Lease-Other	10,620	9,735	10,620	13,200	150,000	136,800	1036.4%	30
31	Call Center Allocation	50,789	53,580	30,925	32,428	18,390	(14,038)	-43.3%	31
32	Materials & Services Total	\$ 1,424,364	\$ 1,816,912	\$ 1,620,672	\$ 1,822,849	\$ 2,194,710	\$ 371,861	20.4%	32
33	Operating Expenses/Requirements Total	\$ 1,596,124	\$ 2,000,760	\$ 1,925,523	\$ 2,063,087	\$ 2,382,412	\$ 319,325	15.5%	33
	Operating Revenue/Resources less Operating Expenses/Requirements								
34		\$ 266,098	\$ 315,027	\$ 373,098	\$ 709,636	\$ 574,600	\$ (135,036)	-19.0%	34

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Cherriots Regional - Continued		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
35	Net Operating and Transfers to Other Funds Total	\$ 266,098	\$ 315,027	\$ 373,098	\$ 709,636	\$ 574,600	\$ (135,036)	-19.0%	35
36	Reserved Working Capital	-	-	-	(1,661,783)	-	1,661,783	-100.0%	36
37	Other Designations Total	\$ -	\$ -	\$ -	(1,661,783)	\$ -	\$ 1,661,783	-100.0%	37
Net Operating, Transfers to Other Funds & Other									
38	Designations Total	\$ 266,098	\$ 315,027	\$ 373,098	\$ (952,147)	\$ 574,600	\$ 1,526,747	-160.3%	38
39	Beginning Working Capital	195,891	461,989	777,016	952,147	1,150,114	197,967	20.8%	39
40	Ending Working Capital	\$ 461,989	\$ 777,016	\$ 1,150,114	\$ -	\$ 1,724,714	\$ 1,724,714		40
FTE									
41	Vehicle Maintenance Supervisor	0.1	0.1	0.1	0.1	0.1	-		41
42	Contracted Services Manager	0.2	0.2	0.2	0.2	0.2	-		42
43	FTE	-	-	-	-	-	-		43
44	Administrative Assistant, Contracted Services	0.2	0.2	0.2	0.2	0.2	-		44
45	Facilities Maintenance Worker	-	-	1.0	1.0	0.4	(0.6)		45
46	Journey Mechanic	0.2	0.1	0.1	0.1	0.1	-		46
47	Service Technician	0.2	0.1	0.1	0.1	0.1	-		47
48	Service Worker	0.2	0.2	0.2	0.2	0.2	-		48
49	Total Cherriots Regional FTEs	1.1	0.9	1.9	1.9	1.3	(0.6)		49

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Cherriots Call Center

Expenses/Requirements Summary	FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
1 Operating Expenses/Requirements								1
2 Personnel Services	\$ 7,411	\$ 2,757	\$ 3,565	\$ 1,320	\$ 1,400	\$ 80	6.1%	2
3 Materials & Services								3
4 Software Licensing & Annual Maintenance	109,102	98,053	89,079	103,800	104,000	200	0.2%	4
6 Other Professional & Technical	1,115	9,194	9,118	750	9,000	8,250	1100.0%	6
7 Contract Maintenance Services	245	-	-	500	500	-	0.0%	7
8 Brokerage Contract	875,315	882,232	907,488	951,720	475,635	(476,085)	-50.0%	8
9 Legal Services	-	-	360	500	600	100	20.0%	9
10 Other Services	2,863	-	794	-	-	-		10
11 Parts, Equipment & Tools	147	-	-	500	500	-	0.0%	11
13 Office Supplies	195	28	499	200	750	550	275.0%	13
14 Utilities	19,390	20,416	19,906	21,630	22,000	370	1.7%	14
19 Call Center Allocation	(1,015,783)	(1,071,594)	(1,030,828)	(1,080,920)	(612,985)	467,935	-43.3%	19
20 Materials & Services Total	\$ (7,411)	\$ (61,671)	\$ (3,584)	\$ (1,320)	\$ -	\$ 1,320	-100.0%	20
21 Operating Expenses/Requirements Total	\$ -	\$ (58,914)	\$ (19)	\$ -	\$ 1,400	\$ 1,400		21
FTE								
22 Strategic Planning & Technology Services Manager	-	-	-	-	-	-		22
23 Information Technology Manager	-	-	-	-	-	-		23
24 Support Analyst	0.1	0.1	0.1	0.1	0.1	-		24
25 Database Administrator	0.1	-	-	-	-	-		25
26 Network Administrator	-	-	-	-	-	-		26
27 Accounting Specialist	0.1	-	-	-	-	-		27
28 Total Call Center FTEs	0.3	0.1	0.1	0.1	0.1	-		28

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Mobility Management Revenues/Resources & Expenses/Requirements									
Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Federal 5310 Funds Through State	\$174,917	\$151,189	\$162,916	\$100,987	\$74,877	(\$26,110)	-25.9%	2
3	State STF Funds	20,020	23,124	11,559	11,558	11,559	1	0.0%	3
4	Operating Revenues/Resources Total	\$ 194,937	\$ 174,313	\$ 174,475	\$ 112,545	\$ 86,436	\$ (26,109)	-23.2%	4
5	Operating Expenses/Requirements								5
6	Personnel Services	\$ 163,441	\$ 131,705	\$ 113,517	\$ 70,545	\$ 72,853	\$ 2,308	3.3%	6
7	Materials & Services								7
8	Other Professional & Technical	24,754	34,641	43,554	38,000	75,000	37,000	97.4%	8
9	Other Materials and Supplies	-	-	41	-	-	-		9
10	Advertising/Promotion Media	4,452	1,000	-	2,000	2,000	-	0.0%	10
11	Travel, Meetings, Training, Education	2,290	425	-	2,000	2,000	-	0.0%	11
12	Materials & Services Total	\$ 31,496	\$ 36,066	\$ 43,636	\$ 42,000	\$ 79,000	\$ 37,000	88.1%	12
13	Operating Expenses/Requirements Total	\$ 194,937	\$ 167,771	\$ 157,153	\$ 112,545	\$ 151,853	\$ 39,308	34.9%	13
	Operating Revenue/Resources less Operating								
14	Expenses/Requirements	-	6,542	17,322	-	(65,417)	(65,417)		14
15	Net Operating and Transfers to Other Funds Total	-	6,542	17,322	-	(65,417)	(65,417)		15
	Other Designations								
16	Reserved Working Capital	-	-	-	(17,611)	-	17,611	-100.0%	16
17	Other Designations Total	-	-	-	(17,611)	-	17,611	-100.0%	17
18	Net Operating, Transfers to Other Funds and Other	-	6,542	17,322	(17,611)	(65,417)	(47,806)	271.5%	18
19	Beginning Working Capital	17,611	17,611	24,153	17,611	41,475	23,864	135.5%	19
20	Ending Working Capital	\$ 17,611	\$ 24,153	\$ 41,475	\$ -	\$ (23,942)	\$ (23,942)		20
FTE									
21	Outreach Representative (Travel Trainer)	0.6	0.6	0.2	0.2	0.2	-		21
22	Mobility Management Coordinator	-		0.4	0.4	0.4	- ①		22
23	Operations Programs Administrator	0.9	0.9	-	-		- ①		23
24	Total Mobility Management FTEs	1.5	1.5	0.6	0.6	0.6	-		24
Renamed from Operations Programs Admin due to reorganization									

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Special Transportation Coordination

Revenues/Resources & Expenses/Requirements Summary		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change
Operating Revenues/Resources								
1	Federal Direct 5310 Funds	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	
2	STF Pass Through Funds	255,768	261,024	261,904	256,648	256,648	-	0.0%
3	STIF Pass Through Funds	308,176	736,140	525,500	460,000	1,070,801	610,801	132.8%
4	State STF Funds	2,000	2,000	2,000	2,000	2,000	-	0.0%
5	Interest on Investments	919	12,846	5,871	5,500	5,871	371	6.7%
6	Operating Revenues/Resources Total	\$ 581,863	\$ 1,012,010	\$ 795,275	\$ 724,148	\$ 1,335,320	\$ 611,172	84.4%
Operating Expenses/Requirements								
7	Personnel Services	\$ 272	\$ 1,211	\$ 256	\$ 2,000	\$ -	\$ (2,000)	-100.0%
8	5310 Pass-through Expense	15,000	-	-	-	-	-	
9	STF Pass-through Expense	255,765	255,765	-	256,648	256,648	-	0.0%
10	STIF Pass-through Expense	297,513	203,039	-	460,000	1,070,801	610,801	132.8%
11	Materials & Services Total	\$ 568,278	\$ 458,804	\$ -	\$ 716,648	\$ 1,327,449	\$ 610,801	85.2%
12	Operating Expenses/Requirements Total	\$ 568,550	\$ 460,015	\$ 256	\$ 718,648	\$ 1,327,449	\$ 608,801	84.7%
Operating Revenue/Resources less Operating Expenses/Requirements								
13		\$ 13,313	\$ 551,995	\$ 795,019	\$ 5,500	\$ 7,871	\$ 2,371	43.1%
14	Net Operating & Transfers to Other Funds Total	\$ 13,313	\$ 551,995	\$ 795,019	\$ 5,500	\$ 7,871	\$ 2,371	43.1%
Other Designations								
15	Reserved Working Capital	-	-	-	(987,042)	-	987,042	-100.0%
16	Other Designations Total	\$ -	\$ -	\$ -	\$ (987,042)	\$ -	\$ 987,042	-100.0%
Net Operating, Transfers to Other Funds & Other Designations Total								
18		13,313	551,995	795,019	(981,542)	7,871	989,413	-100.8%
19	Beginning Working Capital	432,982	446,295	998,290	981,542	1,793,309	811,767	82.7%
20	Ending Working Capital	\$ 446,295	\$ 998,290	\$ 1,793,309	\$ -	\$ 1,801,180	\$ 1,801,180	
FTE								
21	Strategic Initiatives & Project Management Director	0.1	0.1	-	-	-	-	
22	Administrative Assistant	0.1	0.1	-	-	-	-	
23	Total Special Transportation Coordination FTEs	0.2	0.2	-	-	-	-	

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Cherriots TripChoice/Transportation Demand Management

Revenues/Resources & Expenses/Requirements		FY2019-20 Actual		FY2020-21 Actual		FY2021-22 Year-End Estimate		FY2021-22 Adopted Budget		FY2022-23 Adopted Budget		Change from FY2021-22 Budget		Percent Change	
Summary															
Operating Revenues/Resources															
1 TripChoice Grant	\$	189,301	\$	185,729	\$	137,322	\$	216,172	\$	216,172	\$	-		0.0%	1
2 In-Kind Match		-		-		-		39,703		-		(39,703)		-100.0%	2
3 TDM Grant		154,883		140,813		296,987		320,556		320,556		-		0.0%	3
4 Operating Revenues/Resources Total	\$	344,184	\$	326,542	\$	434,309	\$	576,431	\$	536,728	\$	(39,703)		-6.9%	
Operating Expenses/Requirements															
5 Personnel Services	\$	287,370	\$	292,262	\$	274,808	\$	344,246	\$	317,450	\$	(26,796)		-7.8%	5
Materials & Services															
6 Advertising Fees		14,700		1,380		1,242		-		-		-			6
7 Other Professional & Technical		1,693		15,183		42,834		191,985		200,000		8,015		4.2%	7
8 Uniforms		-		-		-		500		400		(100)		-20.0%	8
9 Legal Services		-		-		120		500		-		(500)		-100.0%	9
10 Parts, Equipment & Tools		-		-		160		500		500		-		0.0%	10
11 Office Supplies		755		120		608		500		500		-		0.0%	11
12 Other Materials & Supplies		-		4,402		4,200		-		9,000		9,000			12
13 Utilities		1,994		2,178		4,264		1,200		1,350		150		12.5%	13
14 Dues & Subscriptions		739		3,499		5,937		2,000		1,700		(300)		-15.0%	14
15 Advertising/Promotion Media		19,293		13,448		37,623		20,000		20,000		-		0.0%	15
16 Travel, Meetings, Training, Education		10,407		3,792		14,465		8,000		8,000		-		0.0%	16
17 Guarantee Ride Home		193		129		116		1,000		1,000		-		0.0%	17
18 Printing		6,416		1,203		1,083		1,000		3,000		2,000		200.0%	18
19 Other Misc. Expenses		350		-		-		5,000		5,000		-		0.0%	19
20 Materials & Services Total	\$	56,814	\$	45,334	\$	112,652	\$	232,185	\$	250,450	\$	18,265		7.9%	20
21 Operating Expenses/Requirements Total	\$	344,184	\$	337,596	\$	387,460	\$	576,431	\$	567,900	\$	(8,531)		-1.5%	21
Operating Revenue/Resources less															
22 Operating Expenses/Requirements	\$	-	\$	(11,054)	\$	46,849	\$	-	\$	(31,172)	\$	(31,172)			22
Net Operating & Transfers to Other Funds															
23 Total	\$	-	\$	(11,054)	\$	46,849	\$	-	\$	(31,172)	\$	(31,172)			23
Other Designations															
24 Reserved Working Capital	\$	-	\$	-	\$	-	\$	(778.00)	\$	-	\$	778.00		-100.0%	24
25 Other Designations Total	\$	-	\$	-	\$	-	\$	(778.00)	\$	-	\$	778.00		-100.0%	25
Net Operating, Transfers to Other Funds &															
26 Other Designations Total	\$	-	\$	(11,054)	\$	46,849	\$	(778)	\$	(31,172)	\$	(30,394)		3906.7%	26
27 Beginning Working Capital		778		778		(10,276)		778		36,573		35,795		4600.9%	27
28 Ending Working Capital	\$	778	\$	(10,276)	\$	36,573	\$	-	\$	5,401	\$	5,401			28

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Cherriots TripChoice/Transportation Demand Management - Continued		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
FTE									
29	Transportation Options Coordinator	-	2.0	2.0	2.0	-	(2.0)	⑩	29
30	Commuter Options Coordinator		-	-	-	2.0	2.0	⑩	30
31	Rideshare & Outreach Coordinator	1.0	-	-	-	-	-		31
32	Rideshare Specialist	1.0	-	-	-	-	-		32
33	Customer Experience Specialist	-	0.4	0.4	0.4	0.4	-		33
34	Total TripChoice/TDM FTEs	2.0	2.4	2.4	2.4	2.4	-		34
⑩ Renamed from Transportation Options Coordinator									





CAPITAL PROGRAMS FUND



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. Federal funding is by far the largest source of funding, providing 73.5% of the total for FY2022-23 capital projects.

The Approved Budget includes amounts that are expected to be spent during FY2022-23 and includes working capital reserves to help identify total requirements of some projects. Projects from the FY2021-22 Adopted Budget that cover multiple years or were not completed at year-end were re-evaluated by the Capital Projects Committee, and most were carried forward into the FY2022-23 Proposed Capital Projects Fund budget.

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2022-23
Capital Projects Fund Revenues/Resources

Total Capital Projects Fund Revenues/Resources & Expenses/Requirements		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year-End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Grants									
1	Federal FHWA STP Funds	\$ 1,699,528	\$ 1,045,927	\$ 809,452	\$ 2,980,678	\$ 3,934,503	\$ 953,825	32.0%	1
	Federal 5311 Funds		-	44,000	-	717,840	717,840		
2	Flex Funds	98,032	-	-	-	-	-		2
3	Federal FTA 5339 Funds	2,477,924	207,205	263,634	4,733,928	12,019,487	7,285,559	153.9%	3
4	Federal FTA 5307 Discretionary Funds	-	-	-	2,094,298	-	(2,094,298)	-100.0%	4
5	Federal FTA 5307 Funds	429,751	40,678	1,334,618	3,312,164	2,903,888	(408,276)	-12.3%	5
6	Federal 5309 Funds	538,774	-	-	-	-	-		6
7	Total Federal Assistance	5,244,009	1,293,810	2,451,704	13,121,068	19,575,718	6,454,650	49.2%	7
8	Federal 5310 Funds Through State	207,183	219,080	219,080	-	-	-		8
9	State 5339 Discretionary Funds	-	-	-	495,975	495,975	-	0.0%	9
10	State STIF Formula Funds	220,000	165,000	-	429,045	-	(429,045)	-100.0%	10
11	State STIF Discretionary Funds	7,881	176,180	757,404	749,005	1,017,941	268,936	35.9%	11
12	Total State Assistance	435,064	560,260	976,484	1,674,025	1,513,916	(160,109)	-9.6%	12
13	Insurance Settlement	10,023	-	-	-	-	-		13
14	Miscellaneous	-	189,093	-	268,682	-	(268,682)	-100.0%	14
15	Transfers from Other Funds	12,000	2,318,538	876,122	3,263,044	5,555,878	2,292,834	70.3%	15
16	Total Other Resources	22,023	2,507,631	876,122	3,531,726	5,555,878	2,024,152	57.3%	16
17	Total Capital Project Fund Resources	\$ 5,701,096	\$ 4,361,701	\$ 4,304,310	\$ 18,326,819	\$ 26,645,512	\$ 8,318,693	45.4%	17
Operating Expenses/Requirements									
18	General Manager/Board of Directors/Sustainability	\$ 1,296,908	\$ 1,549,866	\$ -	\$ -	\$ -	\$ -		18
19	Finance	101,943	171,432	17,213	500,000	490,791	(9,209)	-1.8%	19
20	Technology & Program Management	-	1,528,671	662,658	3,957,363	4,678,050	720,687	18.2%	20
21	Operations	5,738,661	891,830	1,254,336	14,200,773	22,090,282	7,889,509	55.6%	21
22	Total Capital Projects Fund Requirements	\$ 7,137,512	\$ 4,141,799	\$ 1,934,207	\$ 18,658,136	\$ 27,259,123	\$ 8,600,987	46.1%	22
Operating Revenue/Resources less Operating Expenses/Requirements									
23	Reserved Working Capital	\$ (1,436,416)	\$ 219,902	\$ 2,370,103	\$ (331,317)	\$ (613,611)	\$ (282,294)	85.2%	23
24	Net Operating and Reserve Working Capital Total	\$ (1,436,416)	\$ 219,902	\$ 2,370,103	\$ (618,892)	\$ (2,340,036)	\$ (1,721,144)	278.1%	24
25	Beginning Working Capital	1,186,447	(249,969)	(30,067)	618,892	2,340,036	1,721,144	278.1%	25
26	Ending Working Capital	\$ (249,969)	\$ (30,067)	\$ 2,340,036	\$ -	\$ -	\$ -		26
27									27

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2022-23

Capital Projects Fund Expenses/Requirements by Division

		FY2019-20		FY2021-22 Year-		FY2021-22		FY2022-23		Change from		Percent	
Total Capital Projects Fund Summary Expenses/Requirements by Division		Actual	FY2020-21 Actual	End Estimate	Adopted Budget	Adopted Budget	Adopted Budget	FY2021-22 Budget	Change	Change			
General Manager/Board of Directors/Sustainability													
1	ITS Phase 4 (multiple component integration)	\$ 176,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				1
2	KTC Intersection Signalization	788,541	36,399	-	-	-	-	-	-				2
3	Bus Stop Improvement Program	153,471	71,357	-	-	-	-	-	-				3
4	Regional Stop Improvements & PCF	9,850	28,019	-	-	-	-	-	-				4
5	South Salem Transit Center	584	70,622	-	-	-	-	-	-				5
6	ITS Phases 2 & 3 (CAD/AVL & APC)	168,393	1,343,469	-	-	-	-	-	-				6
7	Total GM/BOD/Sustainability	\$ 1,296,908	\$ 1,549,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				7
Finance													
8	Back-up Storage	\$ 82,283											8
9	Tyler Munis Software Implementation	19,660	(11,503)	17,213	500,000		490,791		(9,209)	-1.8%			9
10	IT Switch Replacements & Upgrade	-	63,062		-				-				10
11	IT Server Replacements	-	31,033		-				-				11
12	Radio & Radio System Upgrade	-	27,581		-				-				12
13	Lifecycle IT Hardware Replacement	-	61,259		-				-				13
14	Total Finance	\$ 101,943	\$ 171,432	\$ 17,213	\$ 500,000	\$ 490,791	\$ 490,791	\$ (9,209)	-1.8%				14
Technology & Program Management													
15	ITS Project /CAD/ADL	\$ -	\$ 153,743	\$ (9,144)	\$ 139,617	\$ 139,617	\$ 139,617	\$ -	0.0%				15
16	ITS Project / APC Counter	-	206,195	(28,960)	440,769	434,344	434,344	(6,425)	-1.5%				16
17	ITS Project / Comprehensive CAD/AVL	-	901,965	(27,286)	660,277	616,903	616,903	(43,374)	-6.6%				17
18	DW Server Room Architecture	-	-	11,064	39,800	28,736	28,736	(11,064)	-27.8%				18
19	DW Server Room Construction	-	-	-	76,500	153,000	153,000	76,500	100.0%				19
20	New EV Stations at KTC	-	-	-	22,740	25,050	25,050	2,310	10.2%				20
21	Contactless Fare Payment System (FPS)	-	-	-	330,000	395,000	395,000	65,000	19.7%				21
22	Bus Stop Improvement Project (HPTC Phase 3)	-	102,884	278,509	645,000	-	-	(645,000)	-100.0%				22
23	South Salem Transit Center	-	-	133,379	980,000	800,000	800,000	(180,000)	-18.4%				23
24	Transit Signal Priority	-	-	-	291,060	795,300	795,300	504,240	173.2%				24
25	Cradlepoint Router Upgrades	-	-	-	130,000	130,000	130,000	-	0.0%				25
26	Darktrace	-	-	-	51,600	51,600	51,600	-	0.0%				26
27	Network Equipment Life Cycle FY22	-	-	72,819	60,000	60,000	60,000	-	0.0%				27
28	Network Life Cycle Server Replacements FY22	-	-	136,476	90,000	-	-	(90,000)	-100.0%				28
29	Radio and Radio System Upgrade	-	-	95,801	-	-	-	-					29
30	KTC Intersection Signalization	-	42,298	-	-	-	-	-					30
31	Network Life Cycle Server Replacements FY23	-	-	-	-	150,000	150,000	150,000					31
32	Bus Stop Improvement Program	-	121,586	-	-	898,500	898,500	898,500					32
33	Total Technology & Program Management	\$ -	\$ 1,528,671	\$ 662,658	\$ 3,957,363	\$ 4,678,050	\$ 4,678,050	\$ 720,687					33

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Capital Projects Fund Expenses/Requirements by Division - Continued		FY2019-20		FY2021-22 Year-	FY2021-22	FY2022-23 Adopted	Change from	Percent
		Actual	FY2020-21 Actual	End Estimate	Adopted Budget	Budget	FY2021-22 Budget	Change
Operations								
34	Card Reader	\$ 5,794	\$ -	\$ -	\$ -	\$ -	\$ -	34
35	Cherriots Lift Vehicle Replacements (3)	-	244,155	-	-	-	-	35
36	Del Webb Exterior Lighting	3,574	-	-	-	-	-	36
37	Cherriots Revenue Vehicle Replacements (14)	-	128,200	-	-	-	-	37
38	Back up Diesel Pump Generator	55,338	-	-	-	-	-	38
39	Del Webb Irrigation/Landscape/Monument Project	240	21,409	-	-	-	-	39
40	Cherriots Shop & Ride Vehicle Replacement	77,292	-	-	-	-	-	40
41	Bus Wash Roof Repair	12,230	-	-	-	-	-	41
42	Aluminum Wheel Polisher Purchase	99,995	-	-	-	-	-	42
43	Electrical Room Proximity Card	6,096	-	-	-	-	-	43
44	Del Webb Elevator Repair	5,080	-	-	-	-	-	44
45	Fork Lift Replacement	24,983	-	-	-	-	-	45
46	DW Office Furniture	12,561	-	-	-	-	-	46
47	Cherriots CNG Replacement Vehicles (9)	5,020,370	-	-	-	-	-	47
48	DTC Lighting Replacement	24,596	-	-	-	-	-	48
49	Downtown TC Restroom Remodel	53,695	449	-	-	-	-	49
50	CNG Tank Replacement	129,125	-	-	-	-	-	50
51	CNG Dryer	23,757	-	-	-	-	-	51
52	Heavy Duty Parts Washer	14,848	-	-	-	-	-	52
53	Cherriots Regional Vehicle Replacement (4 Bluebirds)	154,338	169,256	745,284	936,256	-	(936,256)	-100.0%
54	In-Ground Lifts (Phase 1)	639	-	-	411,395	469,452	58,057	14.1%
55	Cherriots Lift Vehicle Replacements	1,163	-	-	-	-	-	55
56	Maintenance Wash Basin Repair/Replace	-	6,785	-	-	-	-	56
57	Del Webb Camera Replacement	-	-	-	71,000	71,000	-	0.0%
58	DW Kitchen Remodel	-	9,626	-	-	-	-	58
59	Air Purification System	-	-	324,855	-	-	-	59
60	DTC (CH2) Security Cameras	-	-	-	50,000	50,000	-	0.0%
61	Del Webb Fence Upgrade (Phase 1)	-	-	2,438	610,000	610,609	609	0.1%
62	Fixed Route Category D (4)	-	-	-	-	655,956	655,956	62
63	CNG Station Replacement	-	931	-	1,519,015	1,519,015	-	0.0%
64	DT Customer Service Heating/Electrical	-	-	-	91,815	91,815	-	0.0%
65	DW Maintenance HVAC	12,947	-	-	-	-	-	65
66	Fuel Island Roof Replacement	-	49,600	-	-	-	-	66
67	CNG Bus Replacement (5)	-	-	-	2,917,500	2,917,500	-	0.0%
68	Cherriots Regional Vehicle Expansion (3)	-	-	923	841,794	-	(841,794)	-100.0%
69	Cherriots LIFT Bus Replacements (5)	-	-	-	800,000	800,000	-	0.0%
70	Del Webb Power Generator (Phase 2)	-	239,582	-	500,407	500,407	-	0.0%
71	Facilities Camera Replacement	-	-	-	215,000	215,000	-	0.0%
72	Wheel Polisher Dust Collection System	-	21,837	-	-	-	-	72
73	DW Administration Bldg. Sprinkler Retrofit	-	-	23,886	28,253	-	(28,253)	-100.0%
74	Low/No Electric Bus Project	-	-	68,575	4,564,651	12,205,183	7,640,532	167.4%
75	Program Data Integration Software	-	-	-	160,000	360,000	200,000	125.0%
76	DW Maintenance Supv Office Expansion	-	-	-	68,165	-	(68,165)	-100.0%

SALEM AREA MASS TRANSIT DISTRICT | ADOPTED BUDGET FY2022-2023

Total Capital Projects Fund Summary Expenses/Requirements by Division		FY2019-20 Actual	FY2020-21 Actual	FY2021-22 Year- End Estimate	FY2021-22 Adopted Budget	FY2022-23 Adopted Budget	Change from FY2021-22 Budget	Percent Change	
Operations - Continued									
77	Call Center Remodel-Conf Room Work Stations	-	-	40,000	60,000	20,000	(40,000)	-66.7%	77
78	Supervisor Replacement Vehicles	-	-	-	191,007	191,007	-	0.0%	78
79	DW Maint Interior Lighting Upgrade	-	-	19,285	71,815	-	(71,815)	-100.0%	79
80	Parts Room Cabinets	-	-	29,090	32,000	-	(32,000)	-100.0%	80
81	AC Tool	-	-	-	-	6,888	6,888		81
81	Maintenance Shop Door Opener	-	-	-	35,700	35,700	-	0.0%	81
82	Non-Revenue & MV1 Camera System	-	-	-	25,000	25,000	-	0.0%	82
83	Demand Response Proj/Mobility as a Service	-	-	-	-	462,500	-		83
84	Gillig Bus Chargers - 2020 Low/No BEB Proj	-	-	-	-	395,750	-		84
85	Fixed Route Bus Disc Brake Tool	-	-	-	-	25,000	-		85
86	DW Maint Battery Rm Equip Replacement	-	-	-	-	5,500	-		86
87	DW Walkway Repairs - Several Sections of Concrete	-	-	-	-	21,000	-		87
88	DW Maintenance Locker Replacement	-	-	-	-	21,000	-		88
89	DW Admin Building Metal Roof Repainting	-	-	-	-	70,000	-		89
90	DW Admin Building Exterior Wall Repair and Repaint	-	-	-	-	40,000	-		90
91	DW Maintenance Tilt Up Wall Sealant	-	-	-	-	25,000	-		91
92	DW Maintenance Shop Floor Heating System Replacement	-	-	-	-	150,000	-		92
93	DW Steam Bay Vehicle Lift	-	-	-	-	130,000	-		93
94	Total Operations	\$ 5,738,661	\$ 891,830	\$ 1,254,336	\$ 14,200,773	\$ 22,090,282	\$ 7,889,509	55.6%	94
95	Total FY23 Capital Project Fund Requirements			\$ 1,934,207		\$ 27,259,123			95





ADDITIONAL INFORMATION





Salem Area Mass Transit District
FY 2023 BUDGET COMMITTEE
May 5, 2022

BOARD MEMBERS

CITIZEN MEMBERS

SUBDISTRICT #1

CHI NGUYEN

- Term Ends 06/30/23

STEVE EVANS

- Appointed 12/12/19; Expires 06/30/22

SUBDISTRICT #2

RAMIRO NAVARRO JR

- Term Expires 06/30/25

ANDREW HICKEY

- Appointed 01/27/22; Expires 06/30/24

SUBDISTRICT #3

SADIE K. CARNEY

- Term Expires 06/30/23

KATHY LINCOLN

- Appointed 12/17/20; Expires 06/30/22*

SUBDISTRICT #4

MARIA HINOJOS PRESSEY

- Term Expires 06/30/25

BILL HOLMSTROM

- Appointed 09/27/09; Expires 06/30/24

SUBDISTRICT #5

IAN T. DAVIDSON

- Term Expires 06/30/23

CARL F. GARNER

- Appointed 12/12/19; Expires 06/30/22

SUBDISTRICT #6

SARA DUNCAN

- Term Expires 06/30/25

ASHLEY CARSON COTTINGHAM

- Appointed 12/17/20; Expires 06/30/23

SUBDISTRICT #7

CHARLES H. RICHARDS

- Term Ends 06/30/23*

SHERONNE BLASI

- Reappointed 12/17/20; Expires 06/30/23

BUDGET OFFICER

ALLAN POLLOCK, General Manager/CEO

Phone: (503) 588-2424 | Fax: (503) 566-3933

Email: allan.pollock@cherriots.org

DENISE LA RUE, Director of Finance/CFO

Phone: (503) 588-2424 | Fax: (503) 361-7542

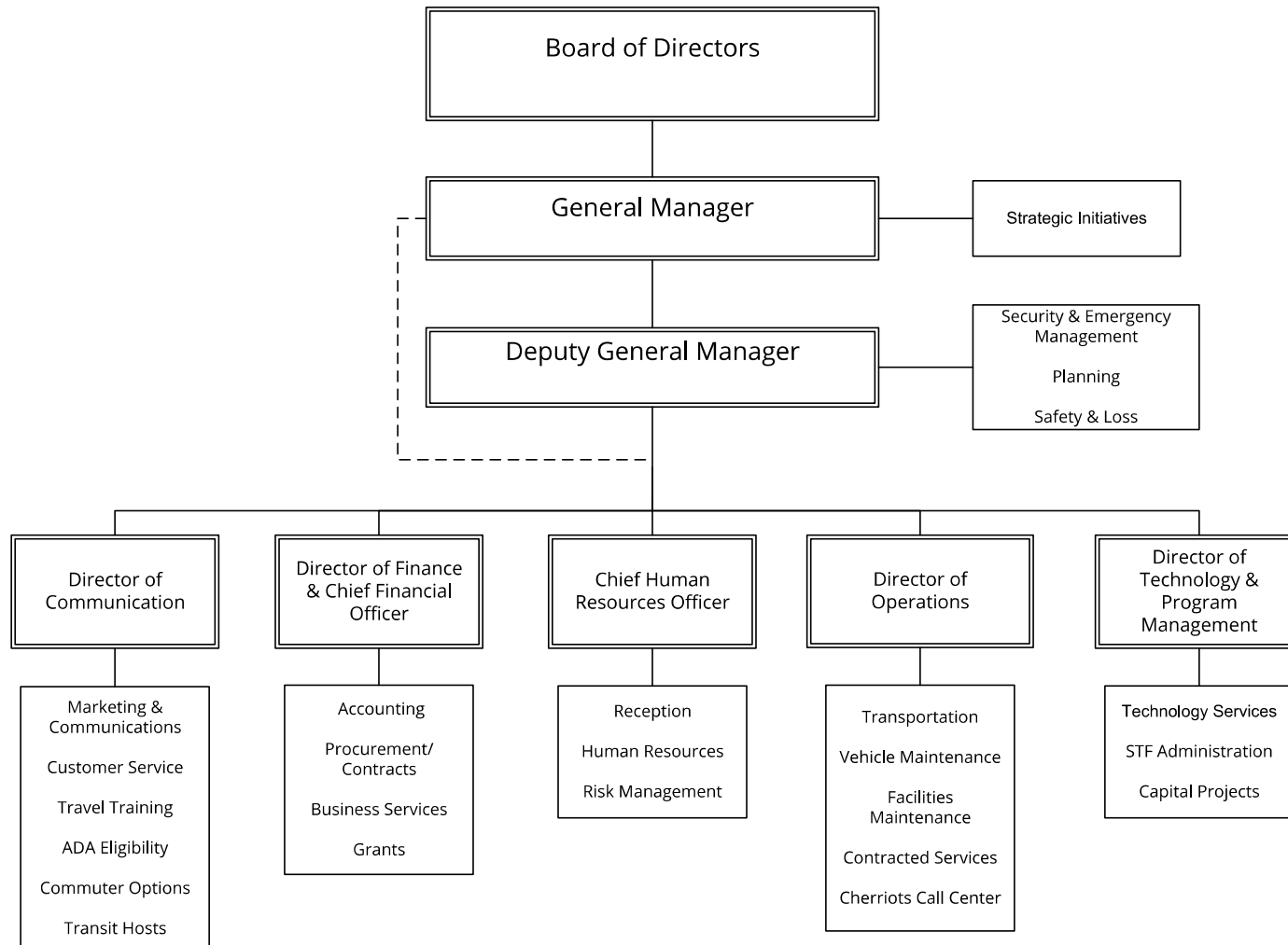
Email: denise.larue@cherriots.org

Budget Committee Email: publictestimony@cherriots.org

***unexpired term**

SALEM AREA MASS TRANSIT DISTRICT

DISTRICT-WIDE ORGANIZATIONAL CHART



Revenue/Resource Definitions

Passenger Fares – Funds collected from passengers.

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

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

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

Federal 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 5307 CARES Act Funds – Formula funding enacted to help transit protect public health and safety while ensuring transportation access to jobs, medical treatment, food, and other essential services remain available during the COVID-19 response. This funding requires no local match.

Federal FEMA Funds – Financial assistance at a cost-sharing basis (75/25) for emergency protective measures taken to respond to the COVID-19 emergency at the direction of guidance of state, local, tribal, and territorial public health officials.

OHA 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 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.

OHA Reimbursement – Funds either paid or received from the State of Oregon from an annual cost settlement which determines any overpayment or underpayment of billings associated with the OHA program.

STIF Funds – Statewide Transportation Improvement Fund; funding authorized through Oregon Legislature, establishing an employee payroll tax of one-tenth of one percent; 90% of revenues are distributed through formula; remainder is for discretionary grants (9%) and administrative costs.

STIF Pass Through Funds – Statewide Transportation Improvement Funds awarded to other Public Transportation Service Providers within Marion and Polk

counties, but administered by the District as the Qualified Entity of the STIF program.

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.

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

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.

Renewable Natural Gas Funds – Funding received through the District's agreement with U.S. Gain, in which the RNG producer receives CO2 Abatement and Carbon Credits. Because the credits cannot be generated without

our vehicle fleets, the producer shares a percentage of the revenue received with the District.

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

Interest on Investments – Interest received from our cash deposits with the Oregon State Treasury's Local Government Investment Pool. As of April 2021 the interest rate is .6 percent, down 1.15 percentage point from the same period last year.

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 to match grants and to cover expenses not paid for by grants.

Salem Area Mass Transit District

BUDGET CALENDAR
Fiscal Year 2022-2023

Day	Date	Time	Responsible	Activity
Thursday	October 28, 2021	6:30 PM	Finance	Board adopts FY 2022-2023 Budget Calendar (for FY 2022-23 Budget Process)
Mon - Fri	Week of April 4, 2022		Finance	Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Week of April 11, 2022		Finance	Publish Second Notice of Budget Committee Meeting (5-30 Days)
Wednesday	April 20, 2022		Executive Leadership Team	SAMTD Executive Leadership Team approves draft for Budget Committee consideration
Mon - Fri	Month of April		Finance	Budget Committee Orientation with Committee members upon request
Thursday	May 5, 2022	6:00 PM	Executive Leadership Team	First Budget Committee Meeting - • Election of Officers & Budget Message
Thursday	May 12, 2022	6:00 PM	Finance	Second Budget Committee Meeting - (if necessary) • Deliberation & Approval
Thursday	May 19, 2022	6:00 PM	Finance	Third Budget Committee Meeting - (if necessary) • Deliberation & Approval
Mon - Fri	Week of May 30, 2022		Finance	Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	June 23, 2022	6:30 PM	Budget Committee	Board holds Budget Hearing
Thursday	June 23, 2022	6:30 PM	Board	Board adopts FY2022-23 Budget, makes appropriation, levies taxes
Mon - Fri	Week of July 18, 2022		Finance	Adopted budget and levy certification form due to County Assessors (submission required by July 29, 2022)

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AFFIDAVIT OF PUBLICATION

SALEM-KEIZER TRANSIT
555 COURT ST NE STE 5230
SALEM, OR 97301

Public Notice

Notice of Salem Area Mass Transit
District

Virtual Budget Committee Meetings

Virtual Public meetings of the Budget Committee of the Salem Area Mass Transit District, Marion and Polk Counties, State of Oregon, will be held on the following dates to discuss the budget for the fiscal year July 01, 2022 to June 30, 2023.

May 5

Election of Chair and Vice-Chair: General Manager's Budget Message will be presented; Fiscal Year 2022-2023 Proposed Budget will be distributed; public comments will be received; the Budget Committee will deliberate on the proposed budget until it is approved for recommendation to the Board for adoption.

May 12 (if necessary)

Budget Committee deliberations continue until proposed budget is approved; public comments received.

May 19 (if necessary)

Budget Committee deliberations continue until proposed budget is approved; public comments received and will be held electronically via ZoomGov. Meeting dotestimes will also be posted on the district website at: <https://www.cherris.org/budgetcommittee/>.

Written testimony to the Budget Committee of the proposed F.Y.2023 Budget or its programs, can be emailed to: publictestimony@cherris.org by 5:00 p.m., the day of the Budget Committee Meeting; or by mail to Cherris Budget Committee, 555 Court St., NE, Suite 5230, Salem, Oregon 97301. Testimony received will be acknowledged at the Budget Committee meeting and will be included in the minutes for public record.

The F.Y.2023 Proposed Budget will be available on the district website under Publications/Adopted Budget at <https://www.cherris.org/reports/> on or after May 5, 2022. Contact Ann Kerrel, in the Finance Division, by phone (503) 361-7521 or by email: ann.kerrel@cherris.org, between 8:00 a.m. and 5:00 p.m., for any questions or to request a motion about the budget or alternate means of inspection.

Si desea una copia de este aviso publico en español, por favor visite el sitio web o por el 5 de Mayo de 2022 (<https://www.cherris.org/mefinass>) o por teléfono (503) 361-7521 por el Statesman Journal April 13, 2022

I, Linda Tut being first duly sworn, dispose and say that I am the principal clerk of the Statesman Journal, Silverton Appeal and Stayton Mail newspapers 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 this Public Notice is printed copy of which is hereby annexed, was published in said newspaper in the following issue(s) dated-

04/13/2022

Dated this 13 day of April, 2022

Linda Tut
Public Notice Clerk

Subscribed and sworn to me this

Shelly Hora
Notary Public for State of Wisconsin, Brown County

Notary Expires on 8-25-23

Ad#:0005211575
P O : Budget

This is not an invoice

of Affidavits 1

SHELLY HORA
Notary Public
State of Wisconsin



Statesman Journal

A GANNETT COMPANY

AFFIDAVIT OF PUBLICATION

SALEM AREA TRANSIT-CHERRIOTS
555 COURT ST. NE. Ste 5230
SALEM, OR 97301-3980

I D. Roberts

being first duly sworn, dispose and say that I am the principal clerk of the Statesman Journal, Silverton Appeal and Stayton Mail newspapers 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 this Public Notice is printed copy of which is hereby annexed, was published in said newspaper in the following issue(s) dated-

06/06/2022

Dated this 7 day of June, 2022

D. Roberts

Public Notice Clerk

Subscribed and sworn to me this

[Signature]
Notary Public for State of Wisconsin, Brown County

Notary Expires on 1-7-25

Ad#:GCI0894626

P O :Notice of Budget Hearing

This is not an invoice

of Affidavits 1

FORM LB-1**NOTICE OF BUDGET HEARING**

A public meeting of the Salem Area Mass Transit District will be held on June 23, 2022 at 6:30 p.m. at the Senator Hearing Room in Courthouse Square, 555 Court St. NE, Salem, Oregon 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022, as approved by the Salem Area Mass Transit Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the SAMTD Administration Office at 555 Court St NE, Suite 5230, Salem OR 97301, between the hours of 8:00 a.m. and 5:00 p.m. or online at www.cherriots.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Denise LaRue, Director of Finance/CFO

Telephone: 503-588-2424

Email: denise.larue@cherriots.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2020 - 2021	Adopted Budget This Year 2021 - 2022	Approved Budget Next Year 2022 - 2023
Beginning Fund Balance/Net Working Capital	27,045,971	34,787,841	53,028,037
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	1,532	1,182,630	2,021,727
Federal, State & all Other Grants, Gifts, Allocations & Donations	33,393,540	53,957,418	61,525,732
Interfund Transfers	3,904,138	7,467,236	10,573,385
All Other Resources Except Current Year Property Taxes	1,779,324	1,311,530	954,582
Current Year Property Taxes Estimated to be Received	13,596,564	13,024,148	14,181,650
Total Resources	79,721,069	111,730,803	142,285,113

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	26,921,269	30,831,625	32,695,809
Materials and Services	10,788,383	16,875,408	20,245,077
Capital Outlay	4,141,799	18,658,136	27,259,123
Interfund Transfers	3,904,138	7,467,236	10,573,385
Contingencies	0	1,500,000	1,500,000
Unappropriated Ending Balance and Reserved for Future Expenditure	33,965,480	36,398,398	50,011,719
Total Requirements	79,721,069	111,730,803	142,285,113

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
General Mgr/Board of Directors/Sustainability	636,214	615,652	619,527
FTE	4.5	3.0	3.0
Deputy General Manager*	0	1,365,577	1,713,228
FTE	0.0	9.0	11.0

Human Resources & Labor Relations	650,216	672,986	929,517
FTE	5.8	5.8	6.8
Finance	2,266,877	1,656,754	1,615,983
FTE	17.4	11.5	10.5
Communication	1,277,558	1,546,454	1,671,668
FTE	13.0	13.8	13.8
Technology & Program Management*	0	1,175,842	1,219,048
FTE	0.0	7.4	7.4
Operations	20,796,636	22,319,516	23,499,322
FTE	198.7	194.9	192.7
Unallocated General Administration and Contingency	255,388	370,000	376,510
FTE	0.0	0.0	0.0
Transportation Programs Fund	(549,437)	(3,095,348)	(3,966,501)
FTE	8.7	8.8	8.2
Capital Projects Fund	(2,318,186)	(3,263,044)	(5,555,878)
FTE	0.0	0.0	0.0
Not Allocated to Organizational Unit or Program	56,705,803	88,366,414	120,162,689
FTE	0.0	0.0	0.0
Total Requirements	79,721,069	111,730,803	142,285,113
Total FTE	248.1	254.2	253.4

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

The FY2022-23 Approved Budget reflects a revision in reporting structure for some FTE's. New revenues are included in this budget from federal and state sources that address increased expenses necessary to maintain service and address safety of passengers and employees during and after the COVID-19 pandemic.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2020 - 2021	Rate or Amount Imposed This Year 2021 - 2022	Rate or Amount Approved Next Year 2022 - 2023
Permanent Rate Levy (rate limit 0.7609 per \$1,000)	0.7609	0.7609	0.7609
Local Option Levy	n/a	n/a	n/a
Levy For General Obligation Bonds	n/a	n/a	n/a

