

ADOPTED BUDGET 2016-17

AS ADOPTED BY THE BOARD OF DIRECTORS ON JUNE 23, 2016

Cherriots
SALEM-KEIZER TRANSIT



Salem Area Mass Transit District

Fiscal Year 2016-2017 Budget

SALEM AREA MASS TRANSIT DISTRICT
TABLE OF CONTENTS

	<u>Page</u>
Budget Message	1
Resolution Adopting Budget	15
Organization Chart.....	17
Revenue and Expenditures – All Funds	18
Revenue/Resource Definitions	19
District Wide Annual Budget – Summary	21
District Wide Personnel Services Comparison	26
General Fund	30
General Fund Annual Budget – Summary	31
General Fund Department – Expenses/Requirements Summary	35
General Manager/Board of Directors	37
Administration Division	39
Communication Division	45
Transportation Development Division	49
Operations Division	55
General Administration	67
Transportation Programs Fund	70
Transportation Programs Fund Annual Budget – Summary	71
Transportation Programs Fund Annual Budget – Expenses/Requirements Summary	75
CherryLift	77
RED LINE	83
CARTS.....	86
DMAP/WVCH	90
Trip Link Call Center	93
Mobility Management/Travel Trainer	95
Special Transportation Coordination	98
Rideshare & TDM Grants	102
Capital Projects Fund	105

Capital Projects Fund Annual Budget – Summary	107
Administration Capital Projects	111
Transportation Development Capital Projects	113
Operations Capital Projects	125
10-Year Capital Plan	131
Capital Improvement – Bus Replacement Plan	133
Department FTE Count – Summary, Detail & by Fund	136
Retirement Contribution Rates	149
Miscellaneous Information	151
Budget Committee Members	152
Budget Calendar	157
Salary Schedule	160
Meeting Agendas	163
LB Documents	170
LB-1	171
LB-50	173
Public Notices	178

555 Court St. NE Suite 5230
Salem, OR 97301-3980

503-588-2424 Fax 503-
566-3933
www.cherriots.org



May 12, 2016

To: Salem Area Mass Transit District Budget Committee

From: Allan Pollock, General Manager

Subject: BUDGET MESSAGE, PROPOSED FY2016-17 BUDGET

I am very pleased to present the proposed Salem Area Mass Transit District (SAMTD) FY2016-17 budget for your review and consideration. The proposed budget includes resources for the District's FY2016-17 strategic priorities that align with the intent of the District's strategic plan.

Each year, as part of the budget process, the District publishes a work plan that identifies programs and projects within the strategic pillars. For FY2016-17, the overarching theme for the strategic priorities is gathering data and setting the framework for the next five years. The following pages provide a summary of current year activities, identify our guiding principles, and outline the FY2016-17 strategic priorities.

FY2015-16 Year in Review

In FY2015-16, the primary focus was the implementation of the Moving Forward Phase I service plan. After extensive data gathering, analysis, and community involvement, Moving Forward Phase I was introduced on September 8, 2015. This was an extensive rework of our transit service and centered on a new service policy that dedicated 75 percent of resources to ridership and 25 percent to coverage. This change supports the strategic pillar of delivering an exceptional transportation experience by providing a consistent all-day level of service, increased frequency on the core network, and cross-town routes. As with any new level of service, there are adjustments to schedules that need to be made. Staff is currently engaged in that process.

Our list of projects for 2015-16 was ambitious and we realized significant accomplishments on our priorities. Five projects were completed, 10 projects are either in process or of an ongoing type, and only three projects were delayed or no action was taken. Considering the magnitude of activity required to implement phase one of Moving Forward, I am pleased with this effort, as so many of the projects that are in-process are coming to completion. Below is a status update on the FY2015-16 strategic priorities:

Provide an exceptional transportation experience

- Implement Phase I of the Moving Forward project in September 2015 – *Completed*
- Implement a flexible transportation pilot project in West Salem prior to September 2015 – *Completed*
- Implement bus stop improvement project – *In process*
- Increase electronic fare collection system fare media options – *Completed*

Be an employer of choice

- Implement a safety first campaign initiative – *Delayed*
- Implement a service excellence program – *No action*

Partner with the community

- Continue community outreach efforts to inform/educate the community on products and services – *Ongoing*
- Implement first year of marketing plan – *Delayed*

Ensure organizational viability

- Conduct refresh of organizational branding – *In process*
- Establish intelligent transportation system master plan – *In process*
- Implement new contract for contracted services – *Completed*
- Acquisition of new point of sale system – *In process*
- Acquisition of business intelligence system – *In process*
- Acquisition of new HR/Finance system – *In process*

Improve and promote environmental sustainability

- Award contract for new fixed route buses – *Completed*
- Complete design work for South Salem Transit Center – *In process*

Improve Connectivity

- Implement a new service model for rural transit services – *In process*
- Construct a signalized intersection at Keizer Transit Center – *In process*

Salem-Keizer Transit

Guiding Principles



Vision

Making a positive difference by enhancing community livability through innovative, sustainable regional transportation options

Mission

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

Values

Safety • Service Excellence • Communication • Innovation • Accountability



Salem-Keizer Transit

Strategic Priorities for Fiscal Year 2017



Provide an exceptional transportation experience

- Conduct a fare analysis
- Complete bus stop improvement project
- Conduct a rider and origin & destination survey
- Conduct a community and attitude awareness survey
- Conduct a customer education campaign

Be an employer of choice

- Implement a wellness campaign
- Implement a "Safety First" campaign
- Develop a "Service Excellence" campaign

Partner with the Community

- Develop a communications plan
- Implement second year of Cherriots Rideshare strategic plan

Ensure organizational viability

- Develop a service planning and core network policy
- Conduct FTA required 100% ridecheck
- Implement HR/Finance software package
- Develop intelligent transportation system master plan

Improve and promote environmental sustainability

- Reestablish District sustainability committee

Improve connectivity

- Update of strategic plan
- Develop Regional Service Plan
- Complete Keizer Transit Center signalized intersection



FY2016-17 Proposed Budget Overview – District Wide

The SAMTD district wide FY2016-17 proposed budget consolidates the General Fund, Transportation Programs Fund, and Capital Project Fund. Table A provides a comparison of the proposed district wide budget with the adopted FY2015-16 budget.

Table A: District wide comparison FY2015-16 to FY2016-17

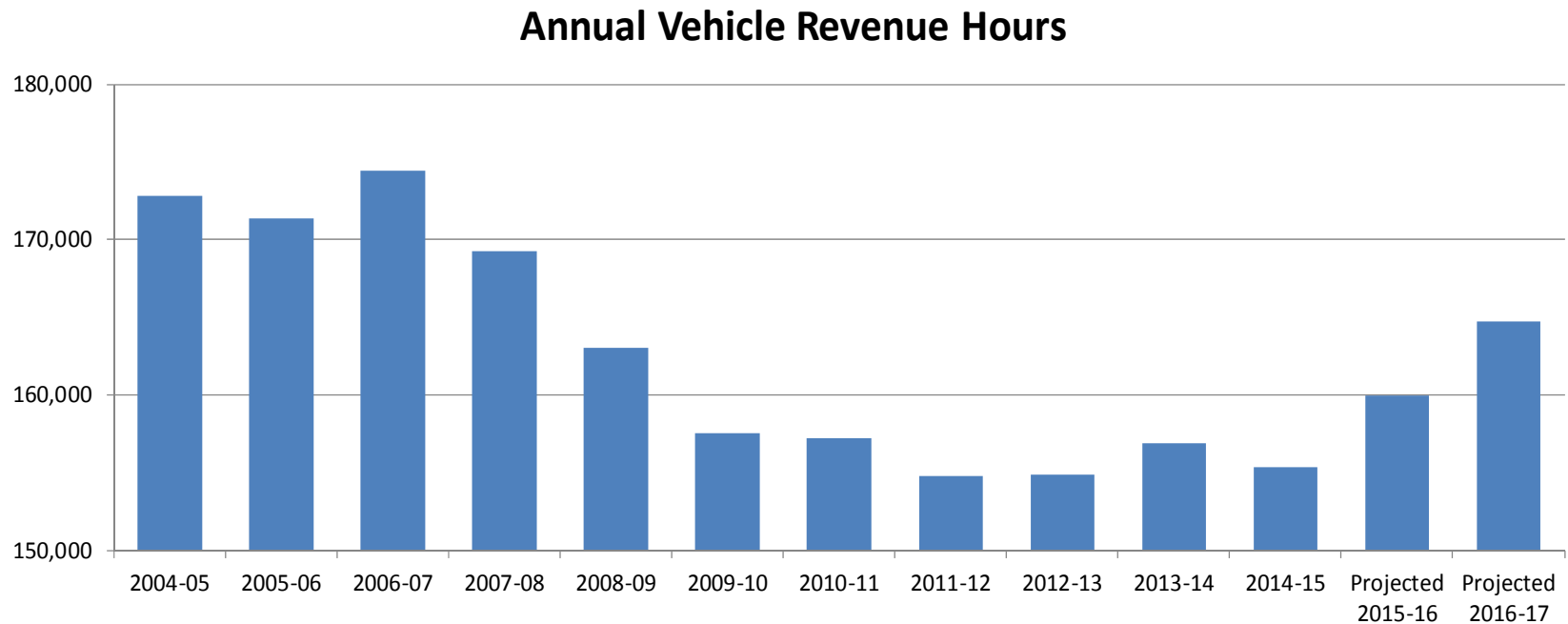
Resources	FY2015-16 Adopted	FY2016-17 Proposed	% Change
Beginning Working Capital	\$ 18,380,877	\$ 22,073,500	20.09%
General Fund	24,017,736	24,523,000	2.10%
Transportation Programs Fund	19,783,408	17,205,100	-13.03%
Capital Project Fund	9,357,506	12,604,300	34.70%
Total Resources	71,539,527	76,405,900	6.80%
Requirements			
General Fund	24,256,764	24,341,700	0.35%
Transportation Programs Fund	18,726,790	17,709,300	-5.43%
Capital Project Fund	7,843,358	13,423,100	71.14%
Total Requirements	50,826,912	55,474,100	9.14%
Contingency	1,500,000	1,500,000	0.00%
Ending Fund Balance	\$ 19,212,615	\$ 19,431,800	1.14%

The following pages provide further discussion by fund.

General Fund

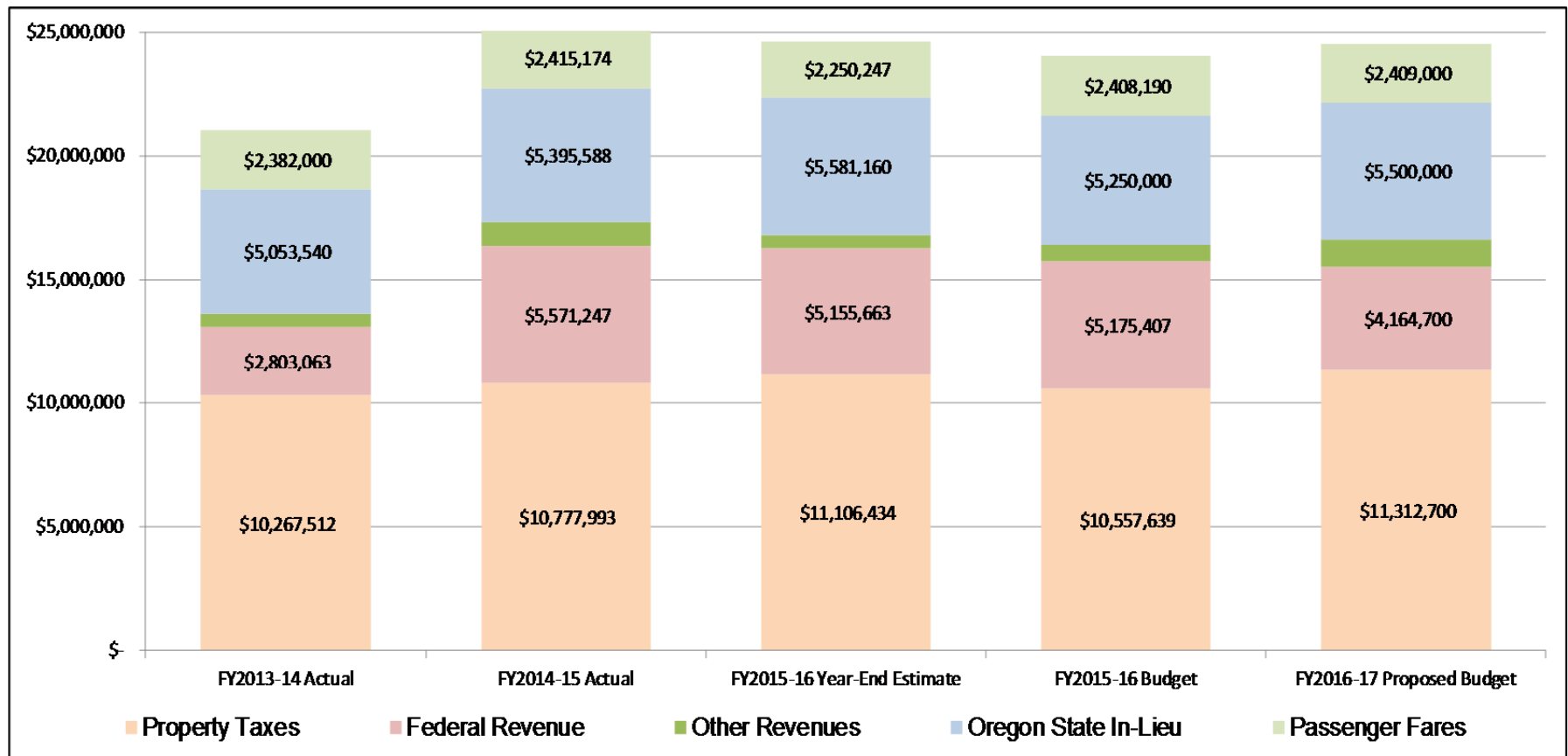
The proposed FY2016-17 budget for the General Fund maintains current annual revenue hours of approximately 164,000. See Table B. This includes continuing the West Salem Connector pilot project and the reintroduction of the Route 15X shuttle between the Airport Park and Ride and the Capitol Mall.

Table B: Annual Vehicle Revenue Hours – Cherriots



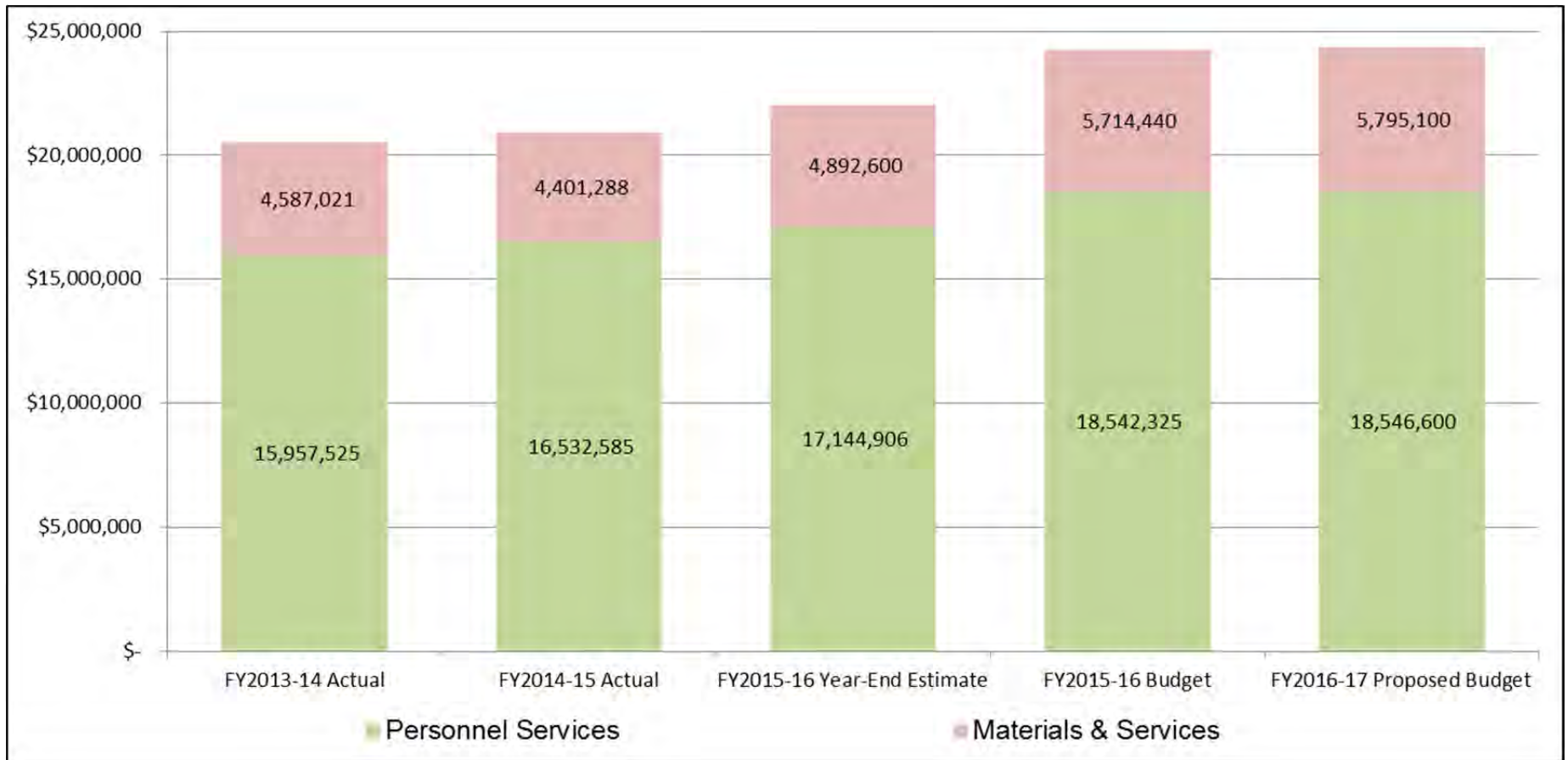
The proposed FY2016-17 budget includes total operating resources of \$24.52 million, an increase of 2.1 percent from current year adopted budget. See Table C for a breakdown of revenues. For FY2016-17, an additional \$650,000 is included for the implementation of the State Employer Bus Pass Program.

Table C: General Fund Total Operating Resources FY2013-14 through FY2016-17



The proposed FY2016-17 budget includes total operating requirements of \$24.3 million, an increase of 0.35 percent from current year adopted budget. See Table D for a breakdown of requirements. Personnel services in the proposed FY2016-17 budget for the General Fund are expected to increase by \$4,275, about 0.02 percent, to \$18.5 million. Personnel services include wages, payroll taxes, insurance benefits and retirement benefits. In the proposed budget, medical insurance is expected to increase by 6 percent. Materials and Services in the proposed budget for the General fund are expected to increase by \$80,660, about 1.41 percent, to approximately \$5.8 million.

Table D: General Fund Total Operating Requirements FY2013-14 through FY2016-17



Noteworthy items in the proposed FY16-17 budget:

- The proposed FY16-17 budget provides for a 2.75 percent cost of living allowance (COLA) for represented and non-represented employees, effective July 1, 2016, and provides for merit increases or step increases for all employees who have not reached the top of their salary range.
- The District provides retirement benefits through two single-employer defined benefit pension plans. The defined benefit plans provide retirement benefits to eligible full-time represented and non-represented employees. District contributions for retirement are determined from an actuarial study completed every other year. The result of the June 30, 2013 actuarial study was to increase the bargaining unit employee defined benefit contribution rate from 22.4 percent to 24.6 percent and to reduce the non-bargaining employee defined benefit contribution rate from 12.6 percent to 11.2 percent. The increase in rate for the bargaining unit employees has been implemented. We decided, in an effort to expedite the funding of the Unfunded Actuarial Accrued Liability, not to decrease the contribution rate to the non-bargaining unit employees defined benefit plan. There is no increase to the 10 percent contribution for the non-bargaining defined contribution plan.
- The proposed budget includes resources for the West Salem Connector pilot project and Route 15X.
- The proposed budget includes the following additional personnel changes:
 - Planning and Technology Manager – deleted
 - Information Technology Manager
 - Senior Planner
 - Procurement/Contract Analyst
 - Two transit operators
 - Half-time Rideshare Assistant

The FY2016-17 beginning working capital is expected to be \$16.5 million. The difference between operating resources and operating requirements is \$181,300. There are no proposed transfers from the General Fund to the Transportation Programs Fund or the Capital Project Fund in the proposed budget. The proposed budget also includes a contingency amount of \$1.5 million and would leave ending working capital of approximately \$15.2 million. The ending working capital equation is shown in Table E.

Table E: FY2016-17 General Fund Ending Working Capital

Beginning Working Capital	\$ 16,500,000
Operating Revenues/Resources less	
Operating Expenditures/Requirements	181,300
Transfers to Other Funds Total	-
Contingency	(1,500,000)
<u>Ending Working Capital</u>	<u>\$ 15,181,300</u>

Transportation Programs Fund

The Transportation Programs Fund includes services provided by the District that are outside the scope of the Cherriots fixed route service. These services include the CherryLift ADA paratransit service, RED Line, Chemeketa Area Regional Transportation System (CARTS), DMAP/WVCH transportation, TripLink Call Center, Mobility Management/Travel Trainer, Transportation Programs Coordination, and Rideshare/TDM.

The funding sources for these programs include fares and federal and state grants. Overall the proposed Transportation Programs Fund resources are expected to decrease by 13.03 percent in FY2016-17, see Table F.

Table F: Transportation Programs Fund Resources comparison FY2015-16 to FY2016-17

Transportation Programs Fund Resources	FY2015-16 Adopted	FY2016-17 Proposed	% Change
CherryLift	\$ 5,230,667	\$ 4,467,000	-14.60%
RED Line	281,695	245,800	-12.74%
CARTS	1,010,235	1,510,300	49.50%
DMAP/WVCH	12,272,955	10,170,100	-17.13%
Mobility Management/Travel Trainer	208,458	154,400	-25.93%
Special Transportation Coordination	440,984	303,700	-31.13%
Rideshare	225,375	199,300	-11.57%
TDM	113,039	154,500	36.68%
Total Resources	\$ 19,783,408	\$ 17,205,100	-13.03%

The proposed budget for the Transportation Programs Fund provides for:

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

Capital Projects Fund

The District leverages federal and state funding with local sources to maintain and expand our capital assets. For the proposed FY2016-17 budget major projects include:

- Design work for the South Salem Transit Center
- Bus Stops and Shelter Improvement Project
- Fleet replacement
- Keizer Transit Center improvements – signalized intersection project

Summary

The FY2016-17 proposed budget provides the resources to implement existing levels of service and the FY2016-17 strategic priorities.

This proposed budget maintains the service levels provided for in Moving Forward, as well as the implementation of Route 15X (Airport Road Park and Ride to the Capitol Mall area). Moreover, it supports the continuation of the successful West Salem Connector pilot service, allowing staff to complete analysis of the program and identify future potential connector service areas pending project approval.

This proposed budget also provides for extensive data gathering on rider travel patterns and needs, as well as the community's perceptions of and needs for transit service. The focus will be on community education and outreach in order to build a clear understanding of the benefits transit provides to a community.

I would like to thank the entire District staff for their work this past year on the above and beyond efforts in the implementation of Moving Forward. A restructuring of this magnitude demanded a full-press team effort and they delivered.

Additionally, I would also like to thank the Finance staff for preparing this budget. It is a solid budget that provides the resources for our strategic priorities and projects.

Lastly, I thank you, the budget committee, for your commitment to public transit in our community. I strongly encourage you to approve this budget as proposed.



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



RESOLUTION #2016-05**ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit District hereby adopts the budget for the fiscal year 2016-2017 in the total of \$76,532,900 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, 2016, and for the purposes shown below are hereby appropriated:

General Fund	
General Manager/Board of Directors	\$ 603,900
Administration	1,813,400
Communication	1,582,700
Transportation Development	1,991,500
Operations	17,196,800
Unallocated - General Administration	1,153,400
Transfers	-
Contingency	1,500,000
Total	\$ 25,841,700

Capital Project Fund	
Administration	\$ 349,000
Transportation Development	5,438,300
Operations	7,635,800
Transfers	-
Total	\$ 13,423,100

Transportation Programs Fund	
Communication	\$ 233,300
Transportation Development	661,700
Operations	16,814,300
Transfers	127,000
Total	\$ 17,836,300

Total Appropriations, All Funds	\$ 57,101,100
Total Unappropriated and Reserve Amounts, All Funds	\$ 19,431,800
TOTAL ADOPTED BUDGET	\$ 76,532,900

RESOLUTION #2016-05

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit District hereby imposes the taxes provided for in the adopted budget at the rate of \$.7609 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2016-2017 upon assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX


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 23rd day of June 2016.

X 

President
Board of Directors

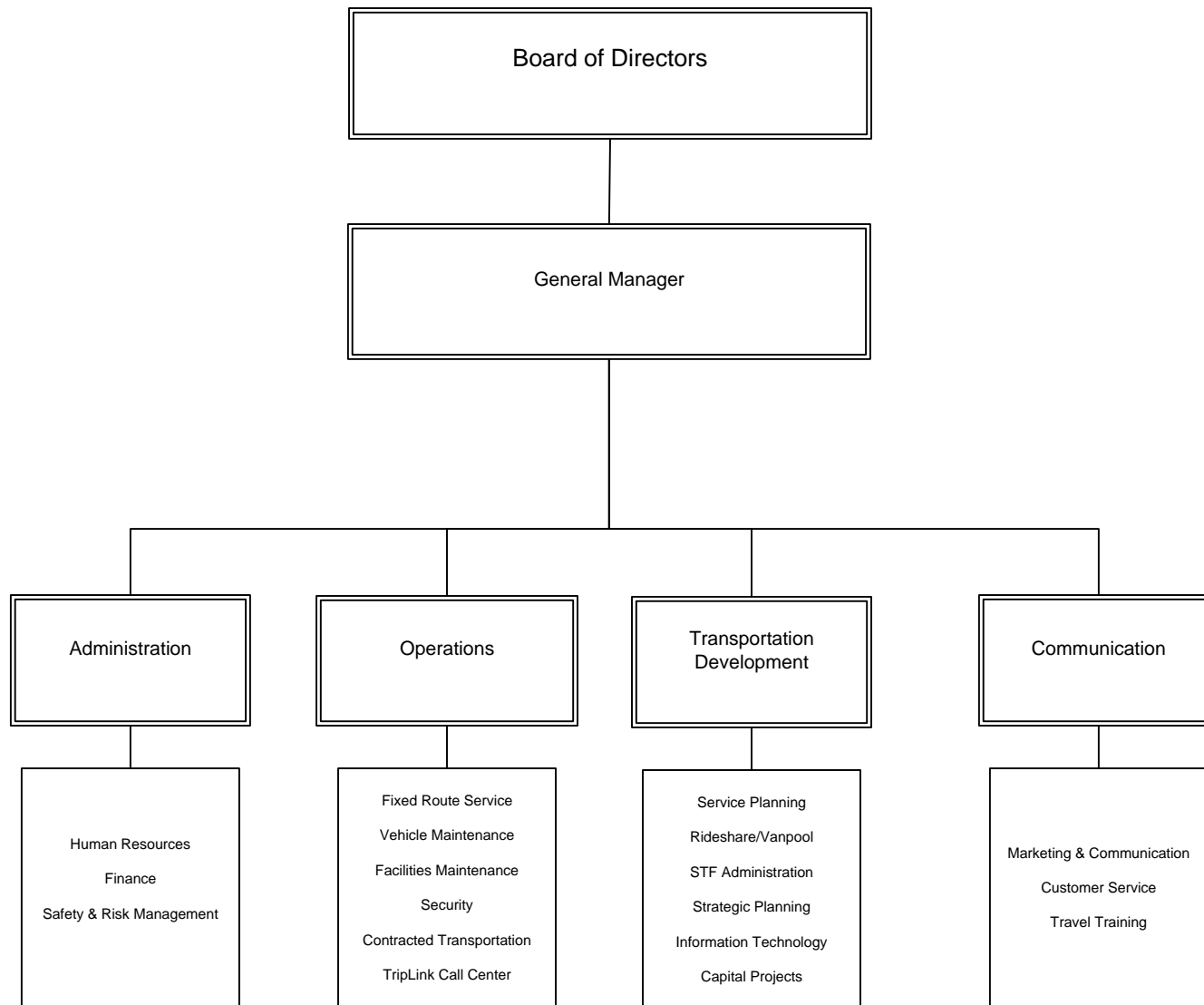
ATTEST:

X 

Secretary
Board of Directors

SALEM AREA MASS TRANSIT DISTRICT

DISTRICT-WIDE ORGANIZATIONAL CHART



Revenues/Resources and Expenses/Requirements - All Funds

Revenue/Resource Definitions

Passenger Fares – Funds collected from passengers.

Other Fixed Route Services – Funds collected from Confederated Tribes of Grand Ronde who pay for 7 of the 8 daily trips to the casino.

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

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

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

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

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

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

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

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

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

Revenue/Resource Definitions

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

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

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

DMAP Reimbursement – Lease assessment to the DMAP program for space used by the program.

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

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

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

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

Advertising – Funds received from selling ad space on buses.

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

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

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

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

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

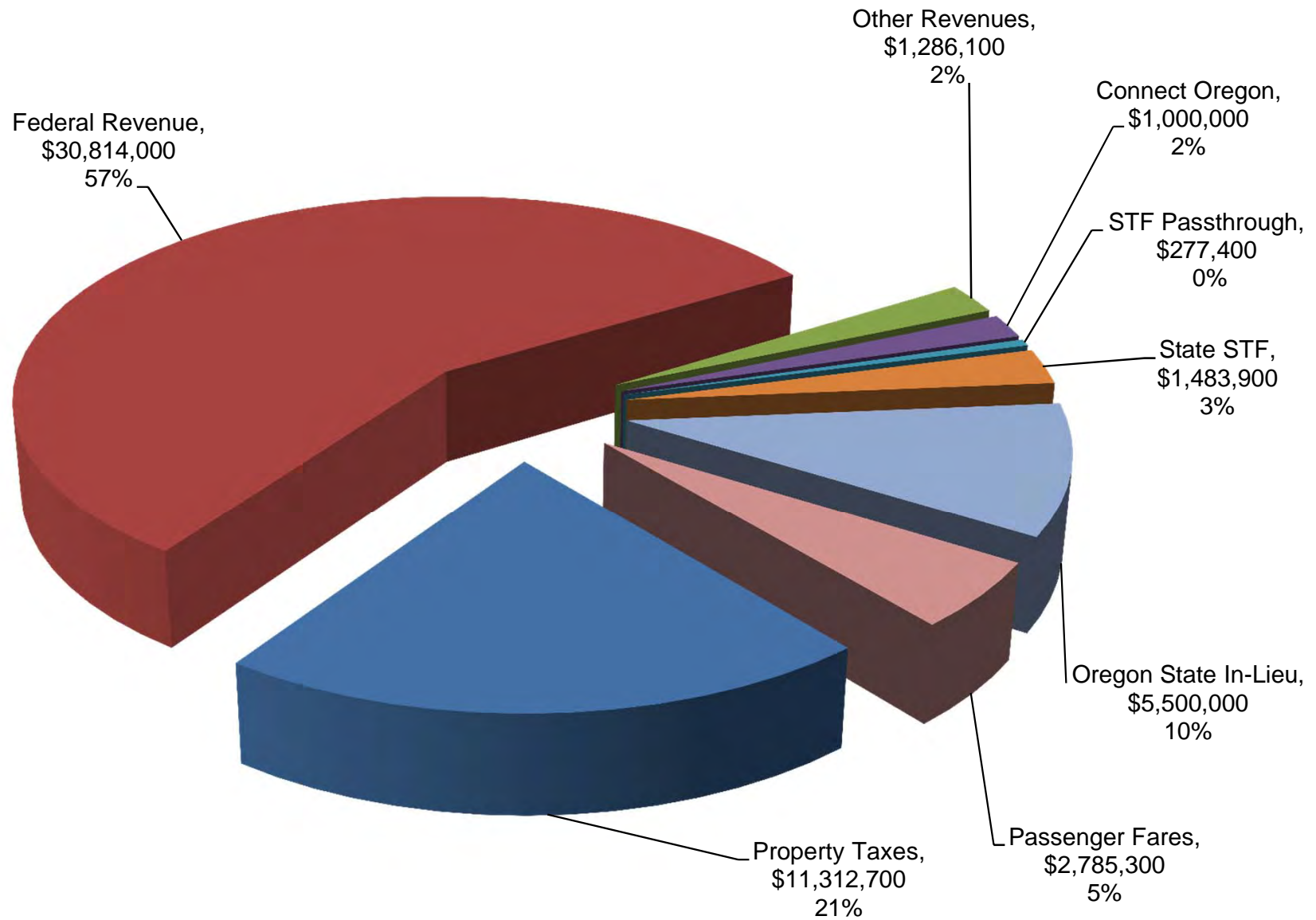
Transfers In – Funds transferred from the General fund match grants and to cover expenses not paid for by grants.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

District Wide Revenues/Resources and Expenses/Requirements Resolution Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year- End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	2,776,575	2,817,514	2,624,421	2,791,115	2,785,300	(5,815)	0%	2
3	Other Fixed Route Services	284,599	286,735	290,000	300,000	290,000	(10,000)	-3%	3
4	State Employee Bus Pass & Shuttle	-	-	-	-	650,000	650,000		4
5	Federal STP Funds	-	-	-	582,000	2,248,500	1,666,500	286%	5
6	Federal Direct 5310 Funds	134,394	180,485	357,862	229,839	224,000	(5,839)	-3%	6
7	Federal 5310 Funds Through State	1,041,294	942,026	861,707	935,826	954,200	18,374	2%	7
8	Federal 5310 Pass Through Funds	2,058	113,301	-	97,805	-	(97,805)	-100%	8
9	Federal 5311 Funds	194,521	331,051	308,046	319,050	322,900	3,850	1%	9
10	Federal 5303 Planning Grant	133,726	133,726	112,152	120,325	121,500	1,175	1%	10
11	Federal JARC	146,901	17	-	-	-	-		11
12	Federal New Freedom Funds	-	18,013	100,756	-	85,700	85,700		12
13	DD53 Revenues	3,010,828	2,948,422	2,625,783	3,000,000	2,600,000	(400,000)	-13%	13
14	FTA 5339 Funds	611,444	-	-	-	1,943,500	1,943,500		14
15	Federal 5307	2,840,199	6,363,424	5,769,996	7,905,050	7,301,400	(603,650)	-8%	15
16	Federal STP Funds	17,104	17,707	660,199	835,297	107,800	(727,497)	-87%	16
17	DMA P Revenues	7,193,016	10,350,887	9,645,922	12,272,955	10,170,100	(2,102,855)	-17%	17
18	Flex Funds	-	220,813	624,739	2,552,373	1,927,600	(624,773)	-24%	18
19	Federal ARRA Funds	55,510	-	-	-	-	-		19
20	Federal 5309 Funds	321,935	322,308	87,573	2,472,556	2,385,000	(87,556)	-4%	20
21	Rideshare Grant	217,496	224,036	193,790	225,375	199,300	(26,075)	-12%	21
22	TDM Grant	68,229	148,329	147,715	113,039	154,500	41,461	37%	22
23	DMA P Reimbursement	137,246	207,553	54,429	66,000	68,000	2,000	3%	23
24	Lottery Backed Bonds Grant	3,500,000	-	-	-	-	-		24
25	Connect Oregon Funds	-	-	-	1,000,000	1,000,000	-	0%	25
26	STF Pass Through Funds	70,255	148,184	293,222	293,877	277,400	(16,477)	-6%	26
27	State STF Funds	603,465	1,451,362	916,085	912,029	1,483,900	571,871	63%	27
28	State of Oregon, ODOT	-	-	-	-	20,000	20,000		28
28	Advertising	40,335	-	-	-	-	-		28
29	Miscellaneous	141,978	86,930	129,451	106,500	119,100	12,600	12%	29
30	Property Taxes	10,267,512	10,777,993	11,106,434	10,557,639	11,312,700	755,061	7%	30
31	Oregon State In-Lieu	5,053,540	5,395,588	5,581,160	5,250,000	5,500,000	250,000	5%	31
32	Interest on Investments	53,457	94,776	80,712	40,000	80,000	40,000	100%	32
33	Energy Tax Credit	-	189,728	-	180,000	-	(180,000)	-100%	33
34	Transfers In	2,799,574	102,842	-	-	127,000	127,000		34
35	Operating Revenues/Resources Total	41,717,191	44,189,631	42,572,154	53,158,650	54,459,400	1,300,750	2%	35

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

District Wide Revenues/Resources FY2016-17

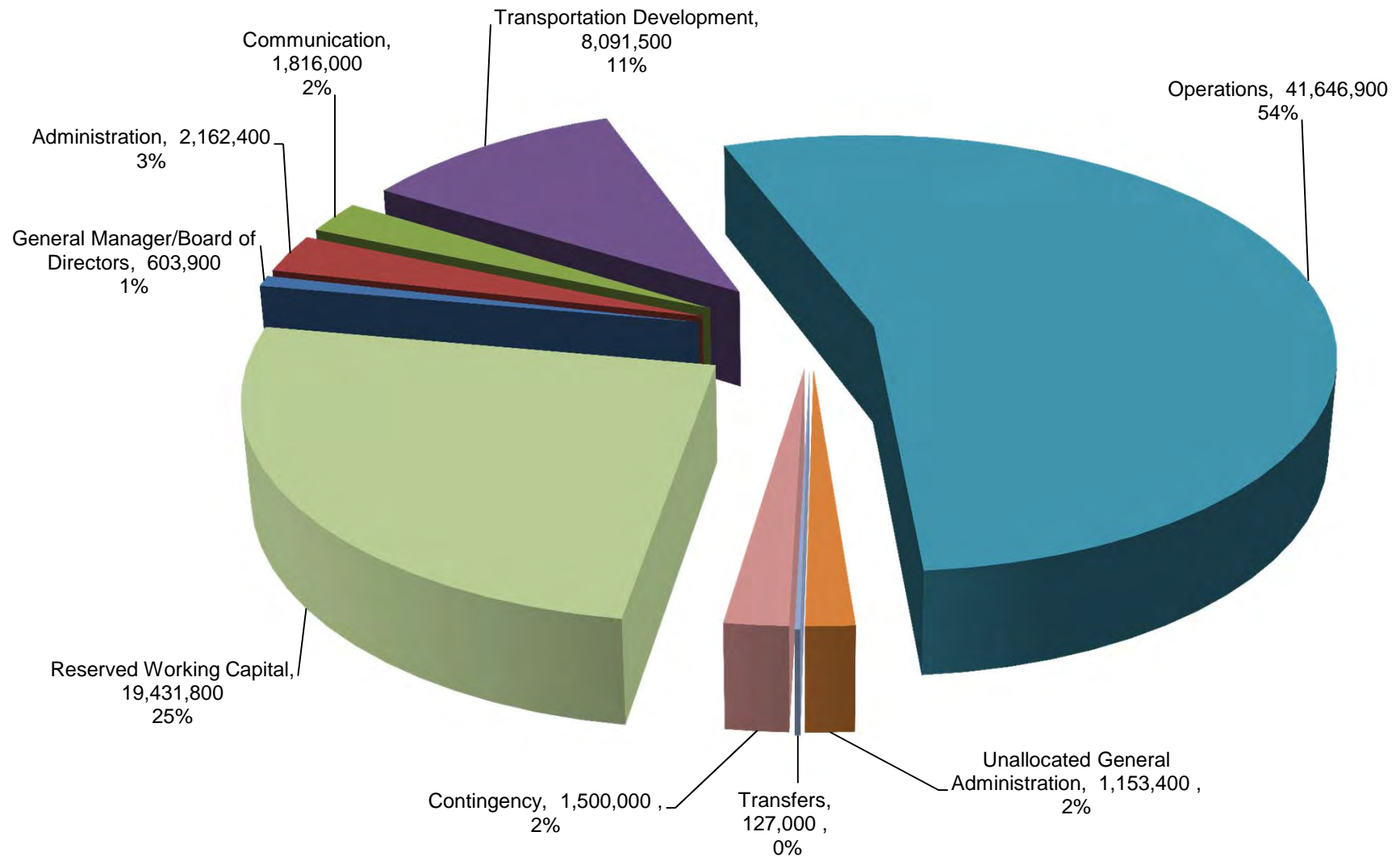


Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

District Wide Revenues/Resources and Expenses/Requirements Resolution Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year- End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
36	Operating Expenses/Requirements								36
37	General Manager/Board of Directors	519,466	534,071	654,097	641,157	603,900	(37,257)	-6%	37
38	Administration	1,514,865	1,622,812	1,488,808	1,933,758	2,162,400	228,642	12%	38
39	Communication	1,006,689	1,207,485	1,315,715	1,494,054	1,816,000	321,946	22%	39
40	Transportation Development	7,568,248	2,946,149	3,713,137	8,039,581	8,091,500	51,919	1%	40
41	Operations	29,156,728	32,028,397	32,375,893	37,654,642	41,646,900	3,992,258	11%	41
42	Unallocated General Administration	1,137,931	716,062	1,095,695	1,063,720	1,153,400	89,680	8%	42
43	Operating Expenses/Requirements Total	40,903,927	39,054,976	40,643,345	50,826,912	55,474,100	4,647,188	9%	43
44	Operating Revenue/Resources less Operating Expenses/Requirements	813,264	5,134,655	1,928,809	2,331,738	(1,014,700)	(3,346,438)	-144%	44
45	Transfers to Other Funds								45
46	Transfer Out Miscellaneous	(447)	-	-	-	-	-		46
47	Transfer to Special Transportation Fund	(974,950)	-	-	-	(127,000)	(127,000)		47
48	Transfer to Capital Fund	(1,824,178)	(102,842)	-	-	-	-		48
49	Transfers to Other Funds Total	(2,799,575)	(102,842)	-	-	(127,000)	(127,000)		49
50	Net Operating and Transfers to Other Funds Total	(1,986,311)	5,031,813	1,928,809	2,331,738	(1,141,700)	(3,473,438)	-149%	50
51	Other Designations								51
52	Contingency	-	-	-	(1,500,000)	(1,500,000)	-	0%	52
53	Reserved Working Capital	-	-	-	(19,212,615)	(19,431,800)	(219,185)	1%	53
54	Other Designations Total	-	-	-	(20,712,615)	(20,931,800)	(219,185)	1%	54
55	Net Operating, Transfers to Other Funds and Other Designations Total	(1,986,311)	5,031,813	1,928,809	(18,380,877)	(22,073,500)	(3,692,623)	20%	55
56	Beginning Working Capital	17,325,957	15,339,646	20,371,459	18,380,877	22,073,500	3,692,623	20%	56
57	Ending Working Capital	15,339,646	20,371,459	22,300,268	-	-	-		57

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

District Wide Requirements FY2016-17



Personnel Services Comparison

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Personnel Services Comparison		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	District Wide								1
2	Wages	10,218,373	10,247,557	10,610,726	11,697,174	11,412,658	(284,516)	-2%	2
3	Medical	3,462,869	4,091,063	4,349,638	4,395,293	4,669,662	274,369	6%	3
4	Retirement	2,152,141	2,189,471	2,359,388	2,410,361	2,733,880	323,519	13%	4
5	Workers Compensation	277,104	242,527	246,481	288,581	263,472	(25,109)	-9%	5
6	Other	967,022	983,170	948,862	1,128,645	1,084,628	(44,017)	-4%	6
7	District Wide Total	17,077,509	17,753,788	18,515,095	19,920,054	20,164,300	244,246	1%	7

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Personnel Services Comparison		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
8	General Fund								8
9	General Manager	306,832	334,655	323,397	319,307	329,300	9,993	3%	9
10	Administration								10
11	Human Resources	572,882	610,517	443,587	684,737	497,600	(187,137)	-27%	11
12	Human Resources Safety	117,545	110,103	74,010	128,151	111,400	(16,751)	-13%	12
13	Finance	591,317	611,072	672,092	660,734	816,500	155,766	24%	13
14	Administration Total	1,281,744	1,331,692	1,189,689	1,473,622	1,425,500	(48,122)	-3%	14
15	Communication								15
16	Marketing and Communication	277,919	222,097	232,322	346,880	374,500	27,620	8%	16
17	Customer Service	458,321	479,422	516,158	504,750	523,200	18,450	4%	17
18	Communication Total	736,240	701,519	748,480	851,630	897,700	46,070	5%	18
19	Transportation Development								19
20	Transportation Development Administration	463,569	575,732	628,322	615,171	720,700	105,529	17%	20
21	Information Technology	384,196	523,654	508,583	556,851	605,500	48,649	9%	21
22	Rideshare/TDM	-	-	-	-	-	-		22
23	Transportation Development Total	847,765	1,099,386	1,136,905	1,172,022	1,326,200	154,178	13%	23
24	Operations								24
25	Operations Administration	369,587	444,128	394,822	422,976	420,600	(2,376)	-1%	25
26	Vehicle Maintenance	2,125,153	2,126,434	2,193,074	2,405,788	2,395,700	(10,088)	0%	26
27	West Salem Connector Facilities Maintenance	-	1,324	-	-	-	-		27
28	Facilities Maintenance	427,703	492,827	516,233	515,080	543,300	28,220	5%	28
29	Security	97,022	117,361	119,527	123,837	132,600	8,763	7%	29
30	Cherriots Fixed Route Service	9,556,414	9,716,486	10,206,716	11,111,062	10,718,400	(392,662)	-4%	30
31	State Fair Shuttle Service	-	19,857	-	25,000	-	(25,000)	-100%	31
32	West Salem Connector Operations	-	13,047	4,838	5,000	-	(5,000)	-100%	32
33	West Salem Connector Vehicle Maintenance	-	158	23,825	2,000	27,300	25,300	1265%	33
34	Operations Total	12,575,879	12,931,622	13,459,035	14,610,743	14,237,900	(372,843)	-3%	34
35	Unallocated								35
36	General Administration	77,625	127,643	287,400	115,000	330,000	215,000	187%	36
37	Temporary Occupancy	131,441	6,064	-	-	-	-		37
38	Unallocated Total	209,066	133,707	287,400	115,000	330,000	215,000	187%	38
39	General Fund Total	15,957,526	16,532,581	17,144,906	18,542,324	18,546,600	4,276	0%	39

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Personnel Services Comparison		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
40	Transportation Programs Fund								40
41	Communication								41
42	Mobility Management/Travel Trainer	131,826	187,168	210,843	192,422	216,900	24,478	13%	42
43	Operations								43
44	CherryLift	283,846	323,378	305,417	370,459	344,900	(25,559)	-7%	44
45	RED Line	7,404	12,780	13,249	31,612	30,800	(812)	-3%	45
46	CARTS	90,967	125,497	133,618	175,144	199,100	23,956	14%	46
47	DMAP/WVCH	187,711	207,929	204,070	178,934	196,200	17,266	10%	47
48	Trip Link Call Center	39,530	45,503	58,826	47,435	73,000	25,565	54%	48
49	Operations Total	609,458	715,087	715,180	803,584	844,000	40,416	5%	49
50	Transportation Development								50
51	Special Transportation Coordination	92,394	20,015	19,875	43,852	24,600	(19,252)	-44%	51
52	Rideshare	120,930	90,740	122,269	134,935	127,300	(7,635)	-6%	52
53	TDM	61,251	63,384	101,708	67,670	116,200	48,530	72%	53
54	Rideshare/TDM Special Projects	-	44,159	-	-	-	-		54
55	Transportation Development Total	274,575	218,298	243,852	246,457	268,100	21,643	9%	55
56	Transportation Programs Fund Total	1,015,859	1,120,553	1,169,875	1,242,463	1,329,000	86,537	7%	56

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
Personnel Services Comparison								
57 Capital Projects Fund								57
58 Operations								58
59 Del Webb Facility Improvements	179	2,129	8,086	-	1,500	1,500		59
60 ADA Assessment Center	-	163	-	-	-	-		60
61 Cherriots Revenue Vehicles	-	192	7,640	-	-	-		61
62 CherryLift Revenue Vehicles	-	-	963	-	-	-		62
63 CARTS Revenue Vehicles	-	-	788	-	-	-		63
64 Operations Total	179	2,484	17,477	-	1,500	1,500		64
65 Transportation Development								65
66 Capital Project Administration	30,610	33,319	33,166	26,398	51,200	24,802	94%	66
67 Keizer Transit Center	17,023	13,742	2,045	28,671	29,200	529	2%	67
68 South Salem Transit Center	19,640	6,764	4,147	17,202	21,900	4,698	27%	68
69 Bus Stops & Shelters	18,597	42,445	139,361	62,996	184,900	121,904	194%	69
70 Business Intelligence Project	8,966	-	1,602	-	-	-		70
71 Call Center Phones	9,109	1,900	1,073	-	-	-		71
72 Technology Equipment	-	-	1,443	-	-	-		72
73 Transportation Development Total	103,945	98,170	182,837	135,267	287,200	151,933	112%	73
74 Capital Projects Fund Total	104,124	100,654	200,314	135,267	288,700	153,433	113%	74
75 District Wide Total	17,077,509	17,753,788	18,515,095	19,920,054	20,164,300	244,246	1%	75

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

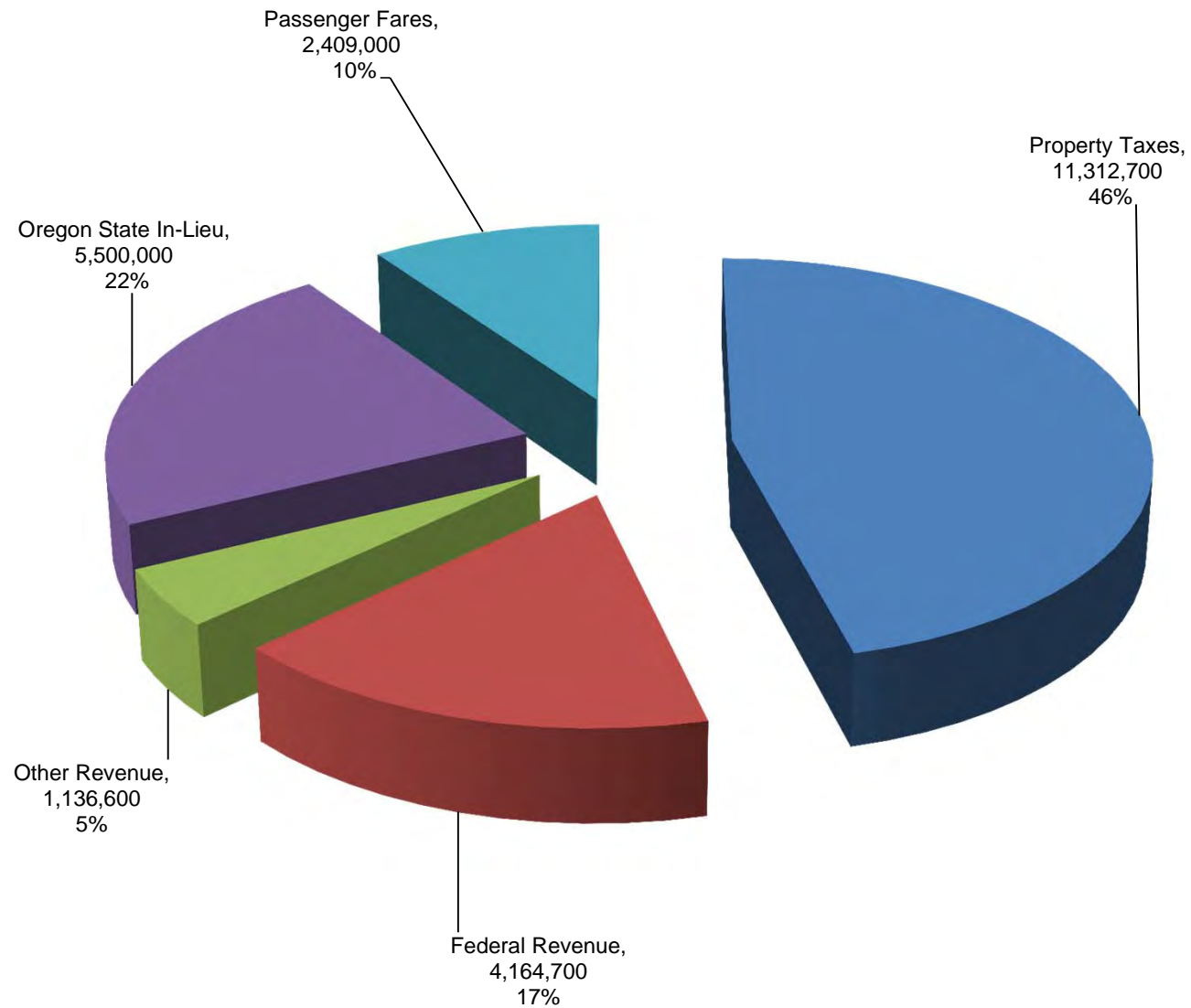
General Fund

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

General Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	2,382,000	2,415,174	2,250,247	2,408,190	2,409,000	810	0%	2
3	Other Fixed Route Services	284,599	286,735	290,000	300,000	290,000	(10,000)	-3%	3
4	State Employee Bus Pass & Shuttle	-	-	-	-	650,000	650,000		4
5	Federal 5303 Planning Grant	133,726	133,726	112,152	120,325	121,500	1,175	1%	5
6	Federal JARC	118,107	-	-	-	-	-		6
7	Federal 5307	2,413,984	5,229,968	4,989,082	4,989,082	3,975,200	(1,013,882)	-20%	7
8	Federal 5311 Funds	1,320	-	-	-	-	-		8
9	DMAP Reimbursement	137,246	207,553	54,429	66,000	68,000	2,000	3%	9
10	Advertising	40,335	-	-	-	-	-		10
11	Miscellaneous	138,978	86,930	129,451	106,500	116,600	10,100	9%	11
12	Property Taxes	10,267,512	10,777,993	11,106,434	10,557,639	11,312,700	755,061	7%	12
13	Oregon State In-Lieu	5,053,540	5,395,588	5,581,160	5,250,000	5,500,000	250,000	5%	13
14	Interest on Investments	50,516	94,776	80,712	40,000	80,000	40,000	100%	14
15	BETC Program Tax Credit	-	315,881	-	-	-	-		15
16	Energy Tax Credit	-	189,728	-	180,000	-	(180,000)	-100%	16
18	Operating Revenues/Resources Total	21,021,863	25,134,052	24,593,667	24,017,736	24,523,000	505,264	2%	18

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

General Fund Revenues/Resources FY2016-17

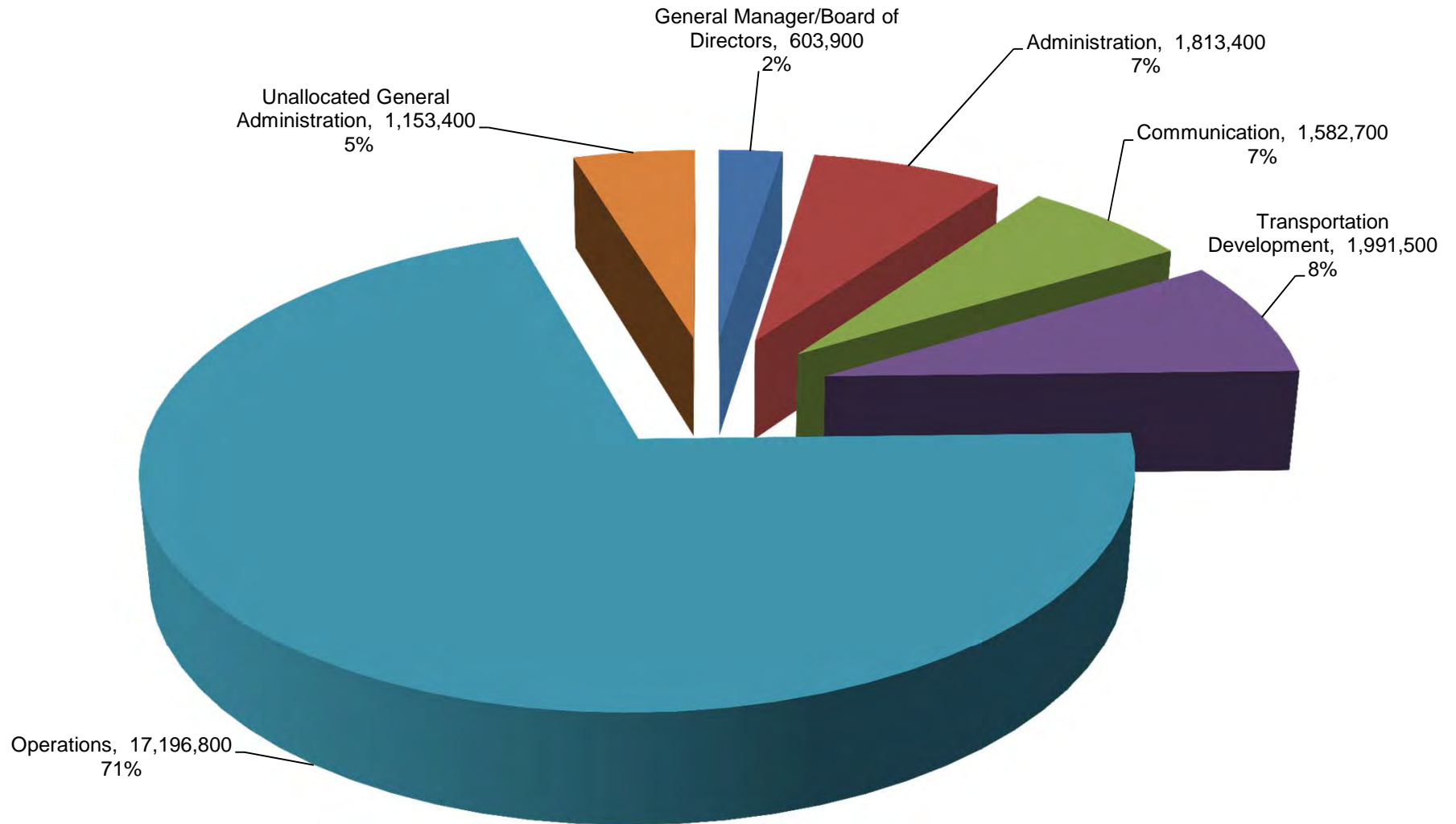


Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

General Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
19	Operating Expenses/Requirements								19
20	General Manager/Board of Directors	519,466	534,071	654,097	641,157	603,900	(37,257)	-6%	20
21	Administration	1,514,865	1,622,812	1,488,808	1,758,758	1,813,400	54,642	3%	21
22	Communication	868,621	981,072	1,084,336	1,285,596	1,582,700	297,104	23%	22
23	Transportation Development	1,315,683	1,601,676	1,642,865	1,749,722	1,991,500	241,778	14%	23
24	Operations	15,187,980	15,478,171	16,071,611	17,757,811	17,196,800	(561,011)	-3%	24
25	Unallocated General Administration	1,137,931	716,062	1,095,695	1,063,720	1,153,400	89,680	8%	25
26	Operating Expenses/Requirements Total	20,544,546	20,933,864	22,037,412	24,256,764	24,341,700	84,936	0%	26
27	Operating Revenues/Resources less Operating Expenditures/Requirements	477,317	4,200,188	2,556,255	(239,028)	181,300	420,328	-176%	27
28	Transfers to Other Funds								28
29	Transfer to Special Transportation Fund	(974,950)	-	-	-	-	-		29
30	Transfer to Capital Fund	(1,824,178)	(102,842)	-	-	-	-		30
31	Transfers to Other Funds Total	(2,799,128)	(102,842)	-	-	-	-		31
32	Net Operating and Transfers to Other Funds Total	(2,321,811)	4,097,346	2,556,255	(239,028)	181,300	420,328	-176%	32
33	Other Designations								33
34	Contingency	-	-	-	(1,500,000)	(1,500,000)	-	0%	34
35	Reserved Working Capital	-	-	-	(10,697,944)	(15,181,300)	(4,483,356)	42%	35
36	Other Designations Total	-	-	-	(12,197,944)	(16,681,300)	(4,483,356)	37%	36
37	Net Operating, Transfers to Other Funds and Other Designations Total	(2,321,811)	4,097,346	2,556,255	(12,436,972)	(16,500,000)	(4,063,028)	33%	37
38	Beginning Working Capital	12,547,477	10,225,666	14,323,012	12,436,972	16,500,000	4,063,028	33%	38
39	Ending Working Capital	10,225,666	14,323,012	16,879,267	-	-	-		39

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

General Fund Requirements FY2016-17



Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

General Fund Department		FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	
Expenses/Requirements Summary		Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2015-16 Budget	% of Budget
1	General Manager/Board of Directors							1
2	General Manager	484,269	505,411	486,197	545,157	554,400	9,243	2%
3	Board of Directors	35,197	28,660	167,900	96,000	49,500	(46,500)	-48%
4	Total	519,466	534,071	654,097	641,157	603,900	(37,257)	-6%
5	Administration							5
6	Human Resources	647,174	734,538	564,490	793,437	611,700	(181,737)	-23%
7	Human Resources Safety	177,364	155,777	121,646	205,087	183,500	(21,587)	-11%
8	Finance	690,327	732,497	802,672	760,234	1,018,200	257,966	34%
9	Total	1,514,865	1,622,812	1,488,808	1,758,758	1,813,400	54,642	3%
10	Communication							10
11	Marketing and Communication	406,572	490,862	561,672	770,456	1,048,900	278,444	36%
12	Customer Service	462,049	490,210	522,664	515,140	533,800	18,660	4%
13	Total	868,621	981,072	1,084,336	1,285,596	1,582,700	297,104	23%
14	Transportation Development							14
15	Transportation Development Administration	578,137	617,942	669,220	654,190	792,700	138,510	21%
16	Information Technology	550,275	753,363	748,645	845,532	948,800	103,268	12%
17	Vanpool Lease	187,271	230,371	225,000	250,000	250,000	-	0%
18	Total	1,315,683	1,601,676	1,642,865	1,749,722	1,991,500	241,778	14%
19	Operations							19
20	Operations Administration	388,783	452,202	407,948	481,802	492,000	10,198	2%
21	Vehicle Maintenance	4,163,933	4,035,665	3,934,759	4,616,424	4,315,100	(301,324)	-7%
22	Facility Maintenance	629,450	699,794	733,950	751,080	782,400	31,320	4%
23	Security	407,806	448,167	476,863	494,373	547,700	53,327	11%
24	Cherriots Fixed Route Service	9,598,008	9,764,418	10,263,288	11,208,312	10,810,800	(397,512)	-4%
25	State Fair Shuttle Service	-	27,834	-	33,550	-	(33,550)	-100%
26	West Salem Connector Operations	-	47,430	206,198	159,950	200,100	40,150	25%
27	West Salem Connector Vehicle Maintenance	-	2,661	48,605	12,320	48,700	36,380	295%
28	Total	15,187,980	15,478,171	16,071,611	17,757,811	17,196,800	(561,011)	-3%
29	Unallocated							29
30	General Administration	728,787	705,799	1,095,695	1,063,720	1,153,400	89,680	8%
31	Temporary Occupancy	409,144	10,263	-	-	-	-	
32	Total	1,137,931	716,062	1,095,695	1,063,720	1,153,400	89,680	8%

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



General Manager/ Board of Directors

General Manager

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

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

Materials and Services

- Other Professional & Technical - supports legislative advocacy, organizational and management development programs, miscellaneous consultant services, activities to support organizational strategic plan and Board work goals.
- Travel & Meetings, Training & Education – funding for APTA & OTA conferences, miscellaneous local training.

Board of Directors

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

The Board of Directors:

- Is the Policy Board acting as a body in making its decisions.
- Annually adopts the District budget.
- Establishes strategic District goals.

Materials and Services

- Advertising Fees – funding for Board elections and legal notifications. The decrease of \$35,000 is due to not budgeting for a ballot measure as was done in FY16.
- Other Professional & Technical – funding to support activities for accomplishing Board goals.
- Travel & Meetings, Training & Education – funding for APTA conferences, OMPOC, and miscellaneous board training.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

General Manager/Board of Directors

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1 General Manager								1
2 Personnel Services	306,832	334,655	323,397	319,307	329,300	9,993	3%	2
3 Materials and Services								3
4 Other Professional & Technical	133,200	145,730	140,000	200,000	200,000	-	0%	4
5 Office Supplies	847	887	1,000	1,000	1,000	-	0%	5
6 Other Materials & Supplies	-	37	-	250	300	50	20%	6
7 Utilities	602	641	600	600	600	-	0%	7
8 Dues & Subscriptions	24,224	8,626	1,200	1,000	1,200	200	20%	8
9 Travel, meetings, training, education	18,354	14,822	20,000	21,000	22,000	1,000	5%	9
10 Printing	92	-	-	1,000	-	(1,000)	-100%	10
11 Other Misc. Expenses	118	13	-	1,000	-	(1,000)	-100%	11
12 Materials and Services Total	177,437	170,756	162,800	225,850	225,100	(750)	0%	12
13 General Manager Total	484,269	505,411	486,197	545,157	554,400	9,243	2%	13
14 Board of Directors								14
15 Materials and Services								15
16 Advertising Fees	3,508	1,444	150,000	50,000	15,000	(35,000)	-70%	16
17 Other Professional & Technical	16,317	1,889	2,000	20,000	10,000	(10,000)	-50%	17
18 Uniforms	-	-	300	-	1,000	1,000		18
19 Office Supplies	325	833	500	1,000	1,000	-	0%	19
20 Dues & Subscriptions	-	135	-	-	-	-		20
21 Travel, meetings, training, education	14,769	23,907	15,000	25,000	22,500	(2,500)	-10%	21
22 Printing	32	452	100	-	-	-		22
23 Other Misc. Expenses	246	-	-	-	-	-		23
24 Board of Directors Total	35,197	28,660	167,900	96,000	49,500	(46,500)	-48%	24
25 General Manager/Board of Directors Total	519,466	534,071	654,097	641,157	603,900	(37,257)	-6%	25
26 FTE								26
27 General Manager	1.0	1.0	1.0	1.0	1.0			27
28 Executive Assistant	1.0	1.0	1.0	1.0	1.0			28

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

Administration Division

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

The Human Resources department is responsible for the following functions:

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

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

Accounting Function

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

Procurement Function

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

Grant Administration Function

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

Administration Division

Strategic work plan and major initiatives planned for FY2016-17

- Implement the 2016 Wellness Initiative.
- Implement consolidated HR and Finance System.
- Implement Contract Administration System.
- Review and revise financial policies.
- Design monthly financial and performance reporting dashboards.
- Complete NTD annual and monthly reporting.

Personnel Services

Human Resources

- Personnel Services decreased by approximately \$187,000 as professional benefits health reimbursement was moved to General Administration budget.

Materials & Services

Human Resources

- Other Professional & Technical – These funds are for our Professional Benefits services, and for COBRA payments.
- Legal Services – These funds are used for employment related legal costs associated with legal mandates, performance management, and labor negotiations.
- Training/Incentive – These funds are used for the annual banquet, service awards, and other small recognition items.
- Safety & Wellness – Safety related services such as drug and alcohol testing, CDL medical certification exams, physical capacity exams,

safety related training or instruction for employees and safety committee members, and safety equipment and supplies.

- Other Losses & Settlements – Estimated cost of potential payouts for auto liability losses. The District carries a \$10,000 deductible.

Finance

Personnel Services

- A full-time Contract/Procurement Analyst will be hired during FY2016-17 to provide support to the Contracts/Procurement Specialist.

Materials & Services

- Other Professional & Technical – These funds are for outside auditing services, and other filing fees associated with the comprehensive annual financial report. The increase of \$100,000 is due to increased auditing and actuarial work required for compliance with new Governmental Accounting Standards Board (GASB) pronouncements and the anticipated consultant work on procurements.
- Other Misc. Expenses – This line item includes contracted services from Loomis for armored transport of the District's farebox deposit pickups and processing of cash and coin fare collections. Bank charges for Columbia Bank and Riverview Community Bank are also included in this line item.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Administration

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
			Estimate		Budget*	Budget		
1 Human Resources								1
2 Personnel Services	572,882	610,517	443,587	684,737	497,600	(187,137)	-27%	2
3 Materials and Services								3
4 Advertising Fees	11,837	16,303	19,723	15,000	15,000	-	0%	4
5 Other Professional & Technical	33,033	38,093	37,300	22,000	30,000	8,000	36%	5
6 Legal Services	13,517	26,436	26,495	30,000	30,000	-	0%	6
7 Parts, equipment & tools	-	49	-	100	500	400	400%	7
8 Training/Incentive	9,652	32,579	28,500	30,500	30,500	-	0%	8
9 Safety & Wellness	1,745	3,341	160	-	-	-		9
10 Office Supplies	295	1,712	1,800	2,500	1,000	(1,500)	-60%	10
11 Other Materials & Supplies	1,360	312	500	2,400	100	(2,300)	-96%	11
12 Dues & Subscriptions	549	714	1,425	1,500	1,500	-	0%	12
13 Travel, meetings, training, education	564	2,698	3,200	4,500	4,000	(500)	-11%	13
14 Printing	1,555	1,749	1,800	200	1,500	1,300	650%	14
15 Other Misc. Expenses	185	35	-	-	-	-		15
16 Materials and Services Total	74,292	124,021	120,903	108,700	114,100	5,400	5%	16
17 Human Resources Total	647,174	734,538	564,490	793,437	611,700	(181,737)	-23%	17
18 Human Resources Safety								18
19 Personnel Services	117,545	110,103	74,010	128,151	111,400	(16,751)	-13%	19
20 Materials and Services								20
21 Software Licensing Annual Maintenance	-	-	-	-	1,000	1,000		21
22 Parts, equipment & tools	-	375	-	200	-	(200)	-100%	22
23 Safety & Wellness	20,427	17,722	17,500	32,500	26,500	(6,000)	-18%	23
24 Operating Supplies	-	300	-	-	-	-		24
25 Office Supplies	-	432	-	-	-	-		25
26 Utilities	336	308	336	336	400	64	19%	26
27 Other Losses & settlements	36,148	23,311	27,500	40,000	40,000	-	0%	27
28 Dues & Subscriptions	-	65	900	900	900	-	0%	28
29 Travel, meetings, training, education	418	2,012	1,400	3,000	3,000	-	0%	29
30 Printing	-	-	-	-	300	300		30
31 Other Misc. Expenses	2,490	1,149	-	-	-	-		31
32 Materials and Services Total	59,819	45,674	47,636	76,936	72,100	(4,836)	-6%	32
33 Human Resources Safety Total	177,364	155,777	121,646	205,087	183,500	(21,587)	-11%	33

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
34 Finance								34
35 Personnel Services	591,317	611,072	672,092	660,734	816,500	155,766	24%	35
36 Materials and Services								36
37 Advertising Fees	928	3,556	1,200	3,000	3,000	-	0%	37
38 Other Professional & Technical	62,194	75,974	82,572	50,000	150,000	100,000	200%	38
39 Contract Maintenance Services	-	-	-	500	500	-	0%	39
40 Other Services	-	-	-	500	500	-	0%	40
41 Parts, equipment & tools	58	-	3,408	2,000	2,000	-	0%	41
42 Operating Supplies	-	-	200	-	200	200		42
43 Office Supplies	2,369	2,734	2,500	2,500	2,500	-	0%	43
44 Dues & Subscriptions	1,541	2,782	2,000	2,500	2,500	-	0%	44
45 Travel, meetings, training, education	7,012	9,367	10,000	10,000	10,000	-	0%	45
46 Printing	120	528	2,200	500	2,500	2,000	400%	46
47 Other Misc. Expenses	24,788	26,484	26,500	28,000	28,000	-	0%	47
48 Materials and Services Total	99,010	121,425	130,580	99,500	201,700	102,200	103%	48
49 Finance Total	690,327	732,497	802,672	760,234	1,018,200	257,966	34%	49
50 Total Administration	1,514,865	1,622,812	1,488,808	1,758,758	1,813,400	54,642	3%	50

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	
	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	
51 FTE						51
52 Human Resources						52
53 Director of Administration	1.0	1.0	1.0	1.0	1.0	53
54 Human Resources Specialist	1.0	1.0	1.0	1.0	1.0	54
55 Safety & Loss Control Specialist	1.0	1.0	1.0	1.0	1.0	55
56 Human Resources Assistant-Reception	1.0	0.9	1.0	0.9	0.9 *	56
57 Receptionist	1.5	1.7	1.2	1.2	1.2 ♦ *	57
58 Finance						58
59 Finance Manager	1.0	1.0	1.0	1.0	1.0	59
60 Accountant	1.0	1.0	1.0	0.9	1.0	60
61 Grants Administrator	0.9	1.0	1.0	1.0	1.0	61
62 Contract/Procurement Specialist	0.6	0.8	0.7	0.8	0.8 *	62
63 Contract/Procurement Analyst	-	-	-	-	0.9 *	63
64 Accounting Specialist	0.7	0.7	0.8	0.7	0.7 *	64
65 Accounting Technician	1.0	1.0	1.0	1.0	1.0	65
66 Payroll Specialist	1.0	1.0	1.0	1.0	1.0	66
67 Receptionist	-	-	0.3	0.3	0.3 *	67
68 Total FTE	11.7	12.1	12.0	11.8	12.8	68

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

♦ Includes a part-time employee.



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Communication Division

The Communication Division is responsible for developing and implementing the communication strategy for the District, including all community and stakeholder outreach activities, campaigns and initiatives. The Communication Division includes Marketing, Media and Public Relations, Advertising, Digital Media, Strategic Communication and Customer Service.

The Customer Service Department is responsible for the following functions and programs:

- Assures prompt address and resolution of complaints
- Receives and documents public feedback and input
- Manages reservations for the West Salem Connector
- Disperses schedules and materials to provide service information to our customers
- Receives informational request calls concerning trip planning, complaints, and general bus route and schedule information
- Manages fare media sales
- Processes reduced fare applications
- Oversees Eligibility Determination Program
- Oversees Travel Training Program
- Oversees Transit Host Program

Customer Service Strategic initiatives planned for FY2016-17

- Support District Marketing Programs by attending outreach events and dispersing informational materials
- Identify and procure a replacement Point Of Sale system
- Propose a shortening of Customer Service operational hours
- Provide additional aftermarket training opportunities to the customer service staff
- Develop public contact process and customer service excellence

The Marketing Department is responsible for the following functions:

- Implementation of District Marketing Plan
- Design oversight of all District printed materials
- Strategic message development and execution
- Management of District website, digital content and social media
- Increase community awareness and support through outreach and partnership activities
- Develop, plan and direct advertising to reflect the strategic vision and plan

Communication Division

Strategic work plan and major initiatives planned for FY2016-17

- Implement strategic Marketing Plan
- Develop a Communication Plan focused on community partner outreach
- Conduct a community and attitude awareness survey
- Develop talking point fact sheets – time-based and long-term
- Execute the development and design of the new district website

decrease of \$57,600 reflects a funding shift to support the goals of the marketing plan implementation

- Printing – Includes the printing of all fare media, informational items, maps, and stationery. The increase of \$114,500 is due to the need for Marketing Plan refresh materials.
- Other Misc. Expenses – This line item sets aside funds to implement the Marketing Plan.

Materials & Services Marketing and Communication

- Advertising Fees – Broadcast and print media advertising and promoted Tweets and Facebook posts to carefully targeted audiences. The increase of \$47,500 reflects the addition of funds from a line item less relevant to the new marketing strategy.
- Other Professional and Technical – Graphic design contract, website maintenance, marketing plan, photo and video services, translation services, and education campaign. The increase of \$128,500 is due to Marketing Plan implementation, including a website redesign.
- Other Services – Direct/targeted mailing. The decrease of \$35,000 reflects the focus to more relevant promotion.
- Advertising/Promotion Media – Digital and print media, local ads, giveaway items, and events. The

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Communication

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
			Estimate		Budget*	Budget		
1 Marketing and Communication								1
2 Personnel Services	277,919	222,097	232,322	346,880	374,500	27,620	8%	2
3 Materials and Services								3
4 Advertising Fees	13,874	48,198	50,000	29,500	77,000	47,500	161%	4
5 Other Professional & Technical	35,404	94,041	80,000	150,000	278,500	128,500	86%	5
6 Legal Services	-	-	-	5,000	-	(5,000)	-100%	6
7 Other Services	897	2,846	1,000	35,000	-	(35,000)	-100%	7
8 Parts, equipment & tools	150	-	-	-	-	-		8
9 Operating Supplies	548	-	5,000	-	-	-		9
10 Office Supplies	741	842	800	2,000	2,000	-	0%	10
11 Utilities	1,152	696	1,450	1,176	1,800	624	53%	11
12 Dues & Subscriptions	1,107	230	500	1,000	1,700	700	70%	12
13 Advertising/Promotion Media	7,418	52,160	20,000	95,900	38,300	(57,600)	-60%	13
14 Travel, meetings, training, education	14,463	8,904	15,000	18,500	30,600	12,100	65%	14
15 Printing	51,661	57,249	155,000	80,000	194,500	114,500	143%	15
16 Other Misc. Expenses	1,238	3,599	600	5,500	50,000	44,500	809%	16
17 Materials and Services Total	128,653	268,765	329,350	423,576	674,400	250,824	59%	17
18 Marketing and Communication Total	406,572	490,862	561,672	770,456	1,048,900	278,444	36%	18

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
19 Customer Service								19
20 Personnel Services	458,321	479,422	516,158	504,750	523,200	18,450	4%	20
21 Materials and Services								21
22 Other Professional & Technical	-	1,858	-	-	-	-		
22 Contract Maintenance Services	74	-	-	-	-	-		22
23 Parts, equipment & tools	-	99	-	-	-	-		23
24 Uniforms	-	1,640	946	-	1,500	1,500		24
25 Operating Supplies	1,293	2,739	1,993	3,100	3,000	(100)	-3%	25
26 Office Supplies	1,526	676	146	400	500	100	25%	26
27 Utilities	84	336	172	340	400	60	18%	27
28 Advertising/Promotion Media	-	756	-	-	-	-		28
28 Travel, meetings, training, education	612	2,329	2,583	5,500	4,000	(1,500)	-27%	28
29 Printing	-	54	316	400	300	(100)	-25%	29
30 Other Misc. Expenses	139	301	350	650	900	250	38%	30
31 Materials and Services Total	3,728	10,788	6,506	10,390	10,600	210	2%	31
32 Customer Service Total	462,049	490,210	522,664	515,140	533,800	18,660	4%	32
33 Total Communication	868,621	981,072	1,084,336	1,285,596	1,582,700	297,104	23%	33
34 FTE								34
35 Marketing & Communication								35
36 Director of Communication	-	-	1.0	-	1.0			36
37 Community Relations Officer	1.0	1.0	-	1.0	- ~			37
38 Marketing & Communication Coordinator	1.0	1.0	1.0	1.0	1.0			38
39 Marketing & Communication Representative	1.0	1.0	1.0	1.0	1.0			39
40 Customer Service								40
41 Customer Service Manager	-	-	0.9	-	0.8 *			41
42 Customer Service Supervisor	1.0	0.9	-	0.9	-			42
43 Customer Service Representative	5.0	5.0	5.0	5.0	5.0			43
44 Outreach Representative	-	0.2	-	0.1	-			44
45 Total FTE	9.0	9.1	8.9	9.0	8.8			45

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

~Position not being filled in Proposed Budget.

Transportation Development Division

The Transportation Development Division includes four departments:

Planning

- Planning and evaluation of fixed route service design.
- Planning of rural bus service for Marion and Polk counties.
- Administer the Special Transportation program for Marion and Polk counties.
- Integration of public transportation into local and regional development.
- Maintaining and updating the Regional Coordinated Transit and Human Services Plan.
- Maintaining and updating the District's Coordinated Plan.
- Maintaining and updating the District's service standards.
- Performance analysis and reporting.

Capital Projects Management

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

Information Technology Services

- Develops technology-based solutions to business problems.

- Provides responsive, consistent support of district information systems and components.
- Manage District's IT infrastructure and inventory of IT hardware components.
- Manage District's Intelligent Transportation Systems (ITS) integration and development.

Vanpool

- The Vanpool program is funded by a Federal 5307 Urbanized Area Formula grant. Maintaining the Vanpool subsidy at the same level as what was in the FY2015-16 budget (\$25,000 above year-end estimated actual is due to the anticipated addition of new vanpools during the year).

Strategic work plan and major initiatives planned for FY2016-17

- Develop and begin implementation of a service revision plan for CARTS routes and service. This project is in support of District Goal to Improve Connectivity.
- Use service performance standards and Key Performance Indicators (KPI's) developed by the CSA to evaluate the effectiveness of the Moving Forward plan. This project is in support of District Goal to Ensure Organizational Viability.
- Explore next steps in new opportunities for electronic fare media for future development. This project is in support of District Goal to Ensure Organizational Viability.
- Operate and monitor performance of the West Salem Connector flexible transit service. This

Transportation Development Division

project is in support of District Goal to Improve the Customer Experience.

Materials & Services

Transportation Development

- Other Professional & Technical – These funds are primarily used to pay for consultant services for specific planning projects. The increase is for integration of GTFS, CAD/AVL and Trip Planner applications.

Information Technology

- Software Licensing Annual Maintenance – These funds are for annual software license and maintenance charges throughout the district. The increase of \$31,900 is due to an increased number of software licenses and upgrades to software.
- Contract Maintenance Services – These funds are for network and internet connection services. These services allow all Salem-Keizer Transit facilities to be connected to the same network. This includes secondary services to provide a back-up connection.
- Other Services – These funds are for hosted services (Google Apps, Google Vault, network and internet security, Zendesk, etc.)

- Parts, equipment & tools - These funds are for hardware purchases to maintain useful life of IT equipment throughout the district.
- Travel, meetings, training, education – These funds are primarily used for continuing education and training to ensure IT staff remain current in certifications and technical knowledge.

Funding

Transportation Development

- The Transportation Development Administration Department receives a Federal 5303 Planning Work Program grant that is passed through the Mid-Willamette Valley Council of Governments for the development of the District's metropolitan transportation system plan. The grant award in the proposed budget is approximately \$109,000. The match of approximately \$12,500 comes from the General fund.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

1	Transportation Development								1
		FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from		
		Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Percent	
2	Transportation Development Administration			Estimate		Budget*	Budget	Change	2
3	Personnel Services	463,569	575,732	628,322	615,171	720,700	105,529	17%	3
4	Materials and Services								4
5	Advertising Fees	1,151	2,715	908	1,000	1,500	500	50%	5
6	Other Professional & Technical	104,897	29,601	26,500	5,500	45,000	39,500	718%	6
7	Legal Services	-	-	-	1,000	-	(1,000)	-100%	7
8	Other Services	1,112	-	1,000	2,000	7,000	5,000	250%	8
9	Parts, equipment & tools	29	-	427	-	2,300	2,300		9
10	Office Supplies	295	824	100	750	300	(450)	-60%	10
11	Other Materials & Supplies	750	-	100	500	100	(400)	-80%	11
12	Utilities	576	1,020	2,016	2,304	2,900	596	26%	12
13	Dues & Subscriptions	257	690	150	400	200	(200)	-50%	13
14	Travel, meetings, training, education	4,928	7,055	9,197	22,565	10,700	(11,865)	-53%	14
15	Printing	-	27	-	-	-	-		15
16	Other Misc. Expenses	573	278	500	3,000	2,000	(1,000)	-33%	16
17	Materials and Services Total	114,568	42,210	40,898	39,019	72,000	32,981	85%	17
18	Transportation Development Administration Total	578,137	617,942	669,220	654,190	792,700	138,510	21%	18

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
19 Information Technology								19
20 Personnel Services	384,196	523,654	508,583	556,851	605,500	48,649	9%	20
21 Materials and Services								21
22 Software Licensing Annual Maintenance	54,741	90,965	114,370	107,800	139,700	31,900	30%	22
23 Other Professional & Technical	41,828	8,617	1,000	16,400	16,400	-	0%	23
24 Contract Maintenance Services	10,450	28,020	15,000	45,012	45,000	(12)	0%	24
25 Other Services	2,061	7,851	28,521	27,158	33,300	6,142	23%	25
26 Parts, equipment & tools	43,626	75,988	55,000	66,140	82,100	15,960	24%	26
27 Operating Supplies	2,053	4,147	2,000	2,000	2,000	-	0%	27
28 Office Supplies	934	344	150	150	200	50	33%	28
29 Utilities	4,133	5,027	3,456	3,456	3,500	44	1%	29
30 Dues & Subscriptions	100	170	100	100	100	-	0%	30
31 Travel, meetings, training, education	6,060	8,526	20,465	20,465	21,000	535	3%	31
32 Printing	27	54	-	-	-	-		32
33 Other Misc. Expenses	66	-	-	-	-	-		33
34 Materials and Services Total	166,079	229,709	240,062	288,681	343,300	54,619	19%	34
35 Information Technology Total	550,275	753,363	748,645	845,532	948,800	103,268	12%	35
36 Rideshare/TDM								36
37 Vanpool Lease	187,271	230,371	225,000	250,000	250,000	-	0%	37
38 Total Transportation Development	1,315,683	1,601,676	1,642,865	1,749,722	1,991,500	241,778	14%	38

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	
	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	
39 FTE						39
40 Transportation Development Administration						40
41 Director of Transportation Development	1.0	0.9	1.0	1.0	1.0	41
42 Strategic Planning & Technology Services Manager	0.5	-	0.3	-	- ~	42
43 Information Technology Manager	-	-	-	-	0.1 *	43
44 Database Administrator	-	-	0.5	-	0.3 *	44
45 Mobility Coordinator	-	-	-	0.1	- ~	45
46 Planning Analyst	1.0	1.0	1.0	1.0	0.9 *	46
47 Planning and Development Specialist	0.5	-	-	-	- ~	47
48 Planning Technician	-	-	1.0	1.0	0.9 *	48
49 Senior Planner	-	-	-	-	0.9 *	49
50 Long-Range Planning Analyst	1.0	0.9	0.9	0.7	0.7 *	50
51 Administrative Assistant	0.9	0.9	0.9	0.7	0.8 *	51
52 Information Technology						52
53 Strategic Planning & Technology Services Manager	0.5	0.9	0.7	0.9	- ~	53
54 Information Technology Manager	-	-	-	-	0.8 *	54
55 Network Administrator	0.9	0.9	0.9	0.9	0.9 *	55
56 Intelligent Transportation Systems Administrator	-	-	0.9	0.5	0.9 *	56
57 Database Administrator	-	1.0	0.5	1.0	0.6 *	57
58 Technology Services Support Analyst	1.8	1.6	1.8	1.6	1.8 *	58
59 Total FTE	8.1	8.1	10.4	9.4	10.6	59

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

~Position not being filled in Proposed Budget.



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Operations Division

Vehicle Maintenance

- Responsible for complete maintenance of 64 fixed route buses, 15 CARTS buses, 45 CherryLift vehicles, 5 RED Line vehicles, 2 West Salem Connector vehicles and 15 non-revenue vehicles.
- Cleanliness and fueling of all fixed route vehicles.

Facility Maintenance

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

Security

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

Cherriots Fixed Route Services

- Provide and monitor services of the fixed route system including 18 routes within the urban growth boundary of Salem-Keizer and commuter buses operating to Grand Ronde and Wilsonville.
- Cherriots fixed route buses provide over 3.3 million passenger rides per year.

West Salem Connector Services

- A flex dial-a-ride serving passengers of West Salem to bring them to fixed route bus stops.

Contracted Transportation Services

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

Strategic work plan and major initiatives planned for FY2017-18

- Focus on District initiatives to include enhancements in safety, efficiency, customer service and employee engagement.
- Implement more robust performance management plans for all departments within the Operations Division.
- Develop new employee recognition plans.
- Develop and manage new operations plans and metrics to ensure better service for customers and more efficient work for employees.
- In partnership with other divisions, seek new technologies to ensure improved systems for managing service delivery and workforce utilization.
- Continued efforts and refinement of a Safety Management System (SMS) to ensure the safety of all customers and employees.

Operations Division

- Refine and enhance our Capital Improvement Program to ensure projects are in line with the District's objectives.
- Maximize resources and improve quality assurance efforts for monitoring ADA Paratransit service (CherryLift) as well as Chemeketa Area Regional Transit (CARTS), RED LINE Service, and our Non-Emergent Medical Transportation (NEMT) service.
- Continue to monitor and refine the West Salem Connector Service pilot.
- Maintain all District assets by ensuring vehicles and facilities are well maintained in accordance with district and federal guidelines.

Materials & Services

Operations Administration

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

Vehicle Maintenance

- Radio Charges – The District contracts with the City of Salem for radio service.
- Fuel Diesel - The proposed amount for diesel is based on approximately 246,000 gallons at price of \$2.25 per gallon. In FY2015-16, the highest price per gallon the District paid was \$2.14, the lowest was \$1.46 with the average price approximately \$1.86. The decrease of

approximately \$261,000 is due to a drastic reduction in fuel costs.

- Fuel CNG - The proposed amount for CNG is based on 350,000 diesel gallon equivalents (DGE) at a price of \$1.00. In FY2015-16, the highest price per DGE was \$1.04, the lowest was \$.91, with the average price approximately \$.96.
- Lubricant & Coolant – Oil, coolant, transmission fluid for all vehicles.
- Tires & tire supplies – The line item is based on two lease rates for the different size tires, Orion VII - \$76,8000 estimate, and Gillig - \$51,200 estimate.
- Parts, equipment & tools – The proposed budget is based on \$0.24 per mile for 2.3 million miles. The decrease of approximately \$36,000 is to align the budget with actual expenses.
- Uniforms – The proposed budget reflects uniform services from Aramark, boot allowances for maintenance workers, and raingear.
- Operating Supplies – The proposed amount covers all non-inventoried items such as nuts, bolts, fittings, cleaners and safety gear.

Facility Maintenance

- Personnel Services increased by approximately \$28,000 as 5% of the costs of the new Facilities Maintenance Workers are charged in this Fund; the remainder of the costs is charged to Capital Projects Fund.

Operations Division

- Contract Maintenance Services – The proposed budget includes contracts for landscaping, parking striping, cleaning, and external equipment repairs.
- Operating Supplies – Includes all building janitorial and custodial supplies.
- Utilities – This line item includes electricity, water, sewer, natural gas and communications.

Security

- Other Professional & Technical – Salem-Keizer Transit contracts with the City of Salem and G4S Security Solutions. The increase of \$50,000 is due to the addition of a night security guard.

Cherriots Fixed Route Services

- Uniforms – Increased budget to replace all operator uniform items for all 103 operators (pending refresh or brand) (Carryover from previous fiscal year)
- Travel, meetings, training, education – Professional development and job specific training for eight Operations Supervisors, one Operations Training Supervisor, and eleven Operator Instructors.

West Salem Connector Services

- Contract Transportation – Salem-Keizer Transit contracts with MV Transportation to provide the West Salem Connector Service as a pilot program. This service will continue to be monitored and evaluated for efficiency and value for customers.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1 Operations Administration								1
2 Personnel Services	369,587	444,128	394,822	422,976	420,600	(2,376)	-1%	2
3 Materials and Services								3
4 Other Professional & Technical	-	22	-	50,000	50,000	-	0%	4
5 Parts, equipment & tools	352	-	500	500	500	-	0%	5
6 Training/Incentive	803	-	2,000	500	3,000	2,500	500%	6
7 Office Supplies	550	120	300	300	300	-	0%	7
8 Utilities	576	432	576	576	600	24	4%	8
9 Dues & Subscriptions	399	119	750	750	500	(250)	-33%	9
10 Travel, meetings, training, education	16,290	7,224	7,500	6,000	15,000	9,000	150%	10
11 Printing	27	-	-	-	-	-		11
12 Other Misc. Expenses	199	157	1,500	200	1,500	1,300	650%	12
13 Materials and Services Total	19,196	8,074	13,126	58,826	71,400	12,574	21%	13
14 Operations Administration Total	388,783	452,202	407,948	481,802	492,000	10,198	2%	14
15 FTE								15
16 Chief Operating Officer	0.9	0.7	0.9	0.9	0.9 *			16
17 Fixed Route Operations Manager	1.0	1.0	1.0	1.0	1.0			17
18 Contracted Transportation Manager	0.1	0.1	0.2	0.2	0.2 *			18
19 Medical Transportation Administrator	0.2	0.1	-	0.1	-			19
20 Mobility Coordinator	0.3	0.1	-	-	0.1 *			20
21 Administrative Assistant	0.9	1.0	1.0	1.0	1.0			21
22 Total FTE	3.4	3.0	3.1	3.2	3.2			22

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
			Estimate		Budget*	Budget		
23 Vehicle Maintenance								23
24 Personnel Services	2,125,153	2,126,434	2,193,074	2,405,788	2,395,700	(10,088)	0%	24
25 Materials and Services								25
26 Advertising Fees	-	-	-	-	-	-		26
26 Other Professional & Technical	17,665	13,768	13,000	16,000	15,000	(1,000)	-6%	26
27 Contract Maintenance Services	1,498	2,433	2,430	500	500	-	0%	27
28 Towing & collision repairs	(2,160)	11,789	14,646	16,000	13,800	(2,200)	-14%	28
29 Radio Charges	36,960	38,900	39,312	39,000	39,300	300	1%	29
30 Other Services	-	67	2,007	-	-	-		30
31 Fuel-Cars & Other	20,713	5,237	15,599	4,500	4,500	-	0%	31
32 Fuel-Diesel	650,464	559,766	436,444	815,000	554,000	(261,000)	-32%	32
33 Fuel-CNG	301,885	316,490	303,939	351,000	350,000	(1,000)	0%	33
34 Lubricant & Coolant	37,965	66,591	45,016	45,000	48,000	3,000	7%	34
35 Tires & tire supplies	131,413	160,792	132,886	139,000	142,000	3,000	2%	35
36 Parts, equipment & tools	742,566	614,158	635,135	673,000	636,200	(36,800)	-5%	36
37 Uniforms	40,884	51,166	54,371	48,500	48,500	-	0%	37
38 Training/Incentive	-	101	-	-	-	-		38
39 Safety & Wellness	55	-	2,446	100	1,500	1,400	1400%	39
40 Operating Supplies	48,047	51,333	37,025	45,000	44,000	(1,000)	-2%	40
41 Office Supplies	1,906	3,774	1,442	2,000	2,000	-	0%	41
42 Other Materials & Supplies	-	1,860	1,085	-	-	-		42
43 Utilities	734	629	394	636	600	(36)	-6%	43
44 Premium for General Liability	-	890	-	-	-	-		44
45 Travel, meetings, training, education	4,381	5,765	741	10,900	15,000	4,100	38%	45
46 Printing	3,804	3,722	3,767	4,500	4,500	-	0%	46
47 Materials and Services Total	2,038,780	1,909,231	1,741,685	2,210,636	1,919,400	(291,236)	-13%	47
48 Vehicle Maintenance Total	4,163,933	4,035,665	3,934,759	4,616,424	4,315,100	(301,324)	-7%	48

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	
	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	
49 FTE						49
50 Maintenance Manager	0.9	1.0	1.0	1.0	1.0	50
51 Vehicle Maintenance Supervisor	1.8	1.8	1.8	1.8	1.8 *	51
52 Maintenance Training Supervisor	1.0	1.0	1.0	1.0	1.0	52
53 Administrative Assistant	1.0	1.0	1.0	1.0	1.0	53
54 Purchasing Agent	1.0	1.0	1.0	1.0	1.0	54
55 Intelligent Transportation Systems Administrator	-	1.0	0.5	0.5	- *	55
56 Journey Mechanic	7.5	7.6	7.6	7.6	7.9 *	56
57 Parts & Supplies Clerk	1.0	0.8	1.0	1.0	0.9	57
58 Service Technician	4.1	4.1	4.1	4.1	4.4 *	58
59 Service Worker	6.0	5.1	5.1	5.1	5.3 *	59
60 Total FTE	24.3	24.4	24.1	24.1	24.3	60

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
61 Facility Maintenance								61
62 Personnel Services	427,703	492,827	516,233	515,080	543,300	28,220	5%	62
63 Materials and Services								63
64 Other Professional & Technical	16,350	15,350	20,949	25,000	25,000	-	0%	64
65 Contract Maintenance Services	43,037	43,242	48,553	52,000	52,000	-	0%	65
66 Other Services	-	899	-	-	1,000	1,000		66
67 Fuel-Cars & Other	-	7,025	-	9,200	8,000	(1,200)	-13%	67
68 Parts, equipment & tools	1,115	4,033	2,622	2,100	2,000	(100)	-5%	68
69 Uniforms	960	1,910	2,854	1,800	2,500	700	39%	69
70 Operating Supplies	19,912	20,507	19,902	20,000	22,000	2,000	10%	70
71 Office Supplies	62	7	-	150	200	50	33%	71
72 Other Materials & Supplies	9,139	12,242	15,000	16,000	13,000	(3,000)	-19%	72
73 Utilities	110,759	101,582	106,760	109,550	112,400	2,850	3%	73
74 Other Losses & settlements	413	-	-	-	-	-		74
75 Dues & Subscriptions	-	170	-	200	200	-	0%	75
76 Printing	-	-	529	-	500	500		76
77 Other Misc. Expenses	-	-	548	-	300	300		77
78 Materials and Services Total	201,747	206,967	217,717	236,000	239,100	3,100	1%	78
79 Facility Maintenance Total	629,450	699,794	733,950	751,080	782,400	31,320	4%	79
80 FTE								80
81 Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	1.0			81
82 Facilities Maintenance Worker	5.0	5.0	5.0	5.0	5.1 *			82

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
83 Security								83
84 Personnel Services	97,022	117,361	119,527	123,837	132,600	8,763	7%	84
85 Materials and Services								85
86 Other Professional & Technical	302,964	324,811	345,000	350,000	400,000	50,000	14%	86
87 Legal Services	-	-	500	500	500	-	0%	87
88 Other Services	1,173	-	500	500	500	-	0%	88
89 Fuel-Cars & Other	-	-	-	800	-	(800)	-100%	89
90 Parts, equipment & tools	-	1,387	5,000	10,000	5,000	(5,000)	-50%	90
91 Operating Supplies	902	32	100	200	100	(100)	-50%	91
92 Office Supplies	819	420	500	500	500	-	0%	92
93 Utilities	336	1,316	2,136	2,136	2,200	64	3%	93
94 Dues & Subscriptions	-	100	100	100	100	-	0%	94
95 Travel, meetings, training, education	2,128	1,513	2,500	4,000	4,300	300	8%	95
96 Printing	97	328	400	300	900	600	200%	96
97 Other Misc. Expenses	2,365	899	600	1,500	1,000	(500)	-33%	97
98 Materials and Services Total	310,784	330,806	357,336	370,536	415,100	44,564	12%	98
99 Security Total	407,806	448,167	476,863	494,373	547,700	53,327	11%	99
100 FTE								100
101 Security Coordinator	1.0	1.0	1.0	1.0	1.0			101

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
			Estimate		Budget*	Budget		
102 Cherriots Fixed Route Service								102
103 Personnel Services	9,556,414	9,716,486	10,206,716	11,111,062	10,718,400	(392,662)	-4%	103
104 Materials and Services								104
105 Other Professional & Technical	546	50	500	500	500	-	0%	105
106 Fuel-Cars & Other	-	6,403	5,400	5,400	5,000	(400)	-7%	106
107 Parts, equipment & tools	966	1,280	3,000	3,250	2,500	(750)	-23%	107
108 Uniforms	15,875	19,704	7,000	47,250	47,300	50	0%	108
109 Safety & Wellness	974	397	1,022	1,000	1,500	500	50%	109
110 Operating Supplies	851	560	1,500	1,500	1,500	-	0%	110
111 Office Supplies	2,775	4,064	3,200	2,950	4,200	1,250	42%	111
112 Utilities	4,122	5,260	5,250	5,300	5,300	-	0%	112
113 Travel, meetings, training, education	12,794	8,208	25,500	27,150	20,400	(6,750)	-25%	113
114 Printing	27	1,424	700	700	700	-	0%	114
115 Other Misc. Expenses	2,664	582	3,500	2,250	3,500	1,250	56%	115
116 Materials and Services Total	41,594	47,932	56,572	97,250	92,400	(4,850)	-5%	116
117 Cherriots Fixed Route Service Total	9,598,008	9,764,418	10,263,288	11,208,312	10,810,800	(397,512)	-4%	117
118 FTE								118
119 Operations Supervisor	8.0	8.0	8.0	8.0	8.0			119
120 Operations Training Coordinator	-	1.0	1.0	1.0	1.0			120
121 Transit Operator	98.0	101.0	101.0	101.0	103.0			121
122 Total FTE	106.0	110.0	110.0	110.0	112.0			122

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
123 State Fair Shuttle Service								123
124 Personnel Services	-	19,857	-	25,000	-	(25,000)	-100%	124
125 Materials and Services								125
126 Advertising Fees	-	4,464	-	4,750	-	(4,750)	-100%	126
127 Legal Services	-	225	-	250	-	(250)	-100%	127
128 Fuel-Cars & Other	-	38	-	50	-	(50)	-100%	128
129 Fuel-Diesel	-	3,250	-	3,500	-	(3,500)	-100%	129
130 Materials and Services Total	-	7,977	-	8,550	-	(8,550)	-100%	130
131 Shuttle Service Total	-	27,834	-	33,550	-	(33,550)	-100%	131

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
132 West Salem Connector Operations								132
133 Personnel Services	-	13,047	4,838	5,000	-	(5,000)	-100%	133
134 Materials and Services								134
135 Software Licensing Annual Maintenance	-	-	-	-	2,000	2,000		135
136 Advertising Fees	-	-	1,000	1,000	1,000	-	0%	136
137 Other Professional & Technical	-	8,350	15,600	5,000	15,600	10,600	212%	137
138 Other Services	-	47	-	-	-	-		138
138 Legal Services	-	743	500	500	500	-	0%	138
139 Radio Charges	-	-	-	500	-	(500)	-100%	139
140 Parts, equipment & tools	-	306	6,300	250	3,000	2,750	1100%	140
141 Office Supplies	-	-	-	250	-	(250)	-100%	141
142 Utilities	-	295	960	-	1,000	1,000		142
143 Contract Transportation	-	17,648	175,000	145,450	175,000	29,550	20%	143
144 Printing	-	-	1,500	1,500	1,500	-	0%	144
145 Other Misc. Expenses	-	6,994	500	500	500	-	0%	145
146 Materials and Services Total	-	34,383	201,360	154,950	200,100	45,150	29%	146
147 Connector Operations Total	-	47,430	206,198	159,950	200,100	40,150	25%	147
148 West Salem Connector Vehicle Maintenance								148
149 Personnel Services	-	1,483	23,825	2,000	27,300	25,300	1265%	149
150 Materials and Services								150
151 Other Professional & Technical	-	-	-	40	-	(40)	-100%	151
152 Contract Maintenance Services	-	-	400	120	500	380	317%	152
153 Towing & collision repairs	-	-	400	-	400	400		153
154 Fuel-Diesel	-	-	12,625	7,600	15,500	7,900	104%	154
155 Lubricant & Coolant	-	-	548	280	300	20	7%	155
156 Tires & tire supplies	-	-	830	800	800	-	0%	156
157 Parts, equipment & tools	-	1,178	9,900	1,420	3,800	2,380	168%	157
158 Operating Supplies	-	-	77	60	100	40	67%	158
159 Materials and Services Total	-	1,178	24,780	10,320	21,400	11,080	107%	159
160 Connector Vehicle Maintenance Total	-	2,661	48,605	12,320	48,700	36,380	295%	160
161 Total West Salem Connector	-	50,091	254,803	172,270	248,800	76,530	44%	161
162 Total Operations	15,187,980	15,478,171	16,071,611	17,757,811	17,196,800	(561,011)	-3%	162

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



General Administration

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

General Administration

Personnel Services - This line item is for the retiree medical insurance premiums. Medical insurance costs are expected to increase by 4.2 percent and anticipates an increase in the number of retirees covered. The increase of approximately \$200,000 is due to moving professional benefits health reimbursement from Administration – Human Resources budget to General Administration budget.

Materials and Services

- Other Professional & Technical – This line item includes insurance brokerage services, investment advisers for the District's pension plans, and fees assessed by the Oregon Department of Energy (ODOE) to review Energy Incentive Program (EIP) applications and broker commissions for the sale of EIP credits. The District has approximately \$5.9 million EIP credits that are available for sale. This expense decreased \$175,000 due to not needing ODOE to review EIP applications during Fiscal Year 2016-17.

- Legal Services – The District retains the services of legal counsel for general business matters.
- Other Materials & Supplies – Is for mail processing and postage through Garten.
- Utilities – This line includes the cost for the telephone system maintained by Marion County and Comcast charges.
- Condo Association Courthouse Square – These fees are the District's portion of the Courthouse Square utilities, grounds keeping, and overall maintenance. The amount is assessed by the Condo Association.
- Premium for General Liability – Premiums for Auto, General, and Cyber Liability policies.
- Dues & Subscriptions – Memberships in various organizations, including Mid-Willamette Council of Governments, American Public Transportation Association and the Oregon Transit Association.
- Passthrough – This is a payment to the Mid-Willamette Council of Governments 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 Miscellaneous Expenses – This includes funding for the Cherriots Connect Committee, the Wellness Committee, and the Green Team.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2015-16 Budget	Change	
1 General Administration								1
2 Personnel Services	77,625	127,643	287,400	115,000	330,000	215,000	187%	2
3 Materials and Services								3
4 Advertising Fees	1,745	-	-	-	-	-		4
5 Other Professional & Technical	150,562	50,284	218,578	275,000	100,000	(175,000)	-64%	5
6 Contract Maintenance Services	13,935	13,621	17,600	16,500	18,000	1,500	9%	6
7 Legal Services	12,568	18,945	25,315	70,000	70,000	-	0%	7
8 Other Services	-	492	-	-	1,500	1,500		8
9 Parts, equipment & tools	734	3,386	-	5,000	5,000	-	0%	9
10 Training/Incentive	-	177	-	200	200	-	0%	10
11 Operating Supplies	-	-	946	500	500	-	0%	11
12 Office Supplies	3,323	6,803	4,477	10,000	10,000	-	0%	12
13 Other Materials & Supplies	7,756	18,509	26,355	15,000	20,000	5,000	33%	13
14 Utilities	35,379	38,557	36,600	36,000	39,200	3,200	9%	14
15 Condo Assn Courthouse Square	77,946	82,799	113,884	117,170	119,800	2,630	2%	15
16 Premium for General Liability	252,041	254,601	251,286	280,000	280,000	-	0%	16
17 Retail Space Property Taxes	-	-	910	-	1,800	1,800		17
18 Dues & Subscriptions	40,399	16,535	50,000	44,000	50,000	6,000	14%	18
19 Travel, meetings, training, education	182	95	54	150	200	50	33%	19
20 Printing	1,091	1,010	708	5,000	5,000	-	0%	20
21 Passthrough	41,714	44,608	45,000	40,000	65,000	25,000	63%	21
22 Other Misc. Expenses	8,061	23,936	12,676	30,200	33,000	2,800	9%	22
23 Lease	3,726	3,798	3,906	4,000	4,200	200	5%	23
24 Materials and Services Total	651,162	578,156	808,295	948,720	823,400	(125,320)	-13%	24
25 General Administration Total	728,787	705,799	1,095,695	1,063,720	1,153,400	89,680	8%	25

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
26 Temporary Occupancy								26
27 Personnel Services	131,441	6,064	-	-	-	-		27
28 Materials and Services								28
29 Legal Services	968	-	-	-	-	-		29
30 Other Professional & Technical	50,619	-	-	-	-	-		30
31 Utilities	7,118	4,199	-	-	-	-		31
32 Printing	1,477	-	-	-	-	-		32
33 Other Misc. Expenses	120	-	-	-	-	-		33
34 Lease	217,401	-	-	-	-	-		34
35 Materials and Services Total	277,703	4,199	-	-	-	-		35
36 Temporary Occupancy Total	409,144	10,263	-	-	-	-		36
37 Total General Administration	1,137,931	716,062	1,095,695	1,063,720	1,153,400	89,680	8%	37
38 Total General Fund	20,544,546	20,933,864	22,037,412	24,256,764	24,341,700	84,936	0%	38
39 FTE								39
40 Capital Projects Manager	0.5	-	-	-	-			40
41 Contracts/Procurement Specialist	0.1	-	-	-	-			41
42 Network Administrator	0.1	-	-	-	-			42
43 Total FTE	0.7	-	-	-	-			43

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

Transportation Programs Fund

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

CherryLift

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

RED LINE

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

CARTS

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

DMAP/WVCH

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

Trip Link Call Center

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

Mobility Management/Travel Trainer

Eligibility determinations for CherryLift services and coordination of travel training and mobility coordination programs.

Special Transportation Coordination

Coordination and administration of the Federal and State funds for the transportation of seniors and people with disabilities.

Rideshare & TDM Grants

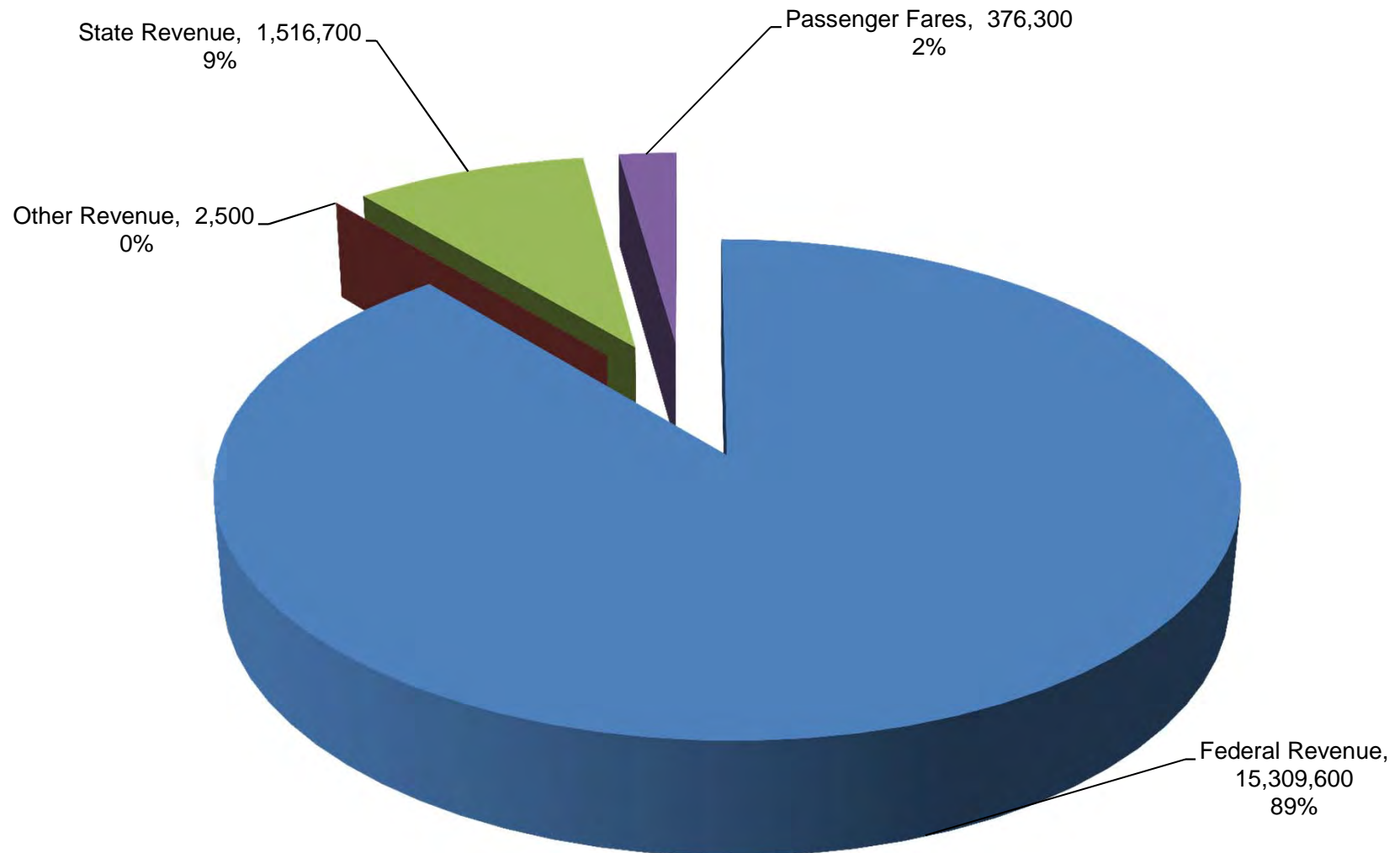
Carpool matching services for Marion, Polk, and Yamhill counties; coordination of vanpools in the Willamette Valley; provision of alternative modes of transportation information to the public.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Transportation Programs Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Passenger Fares	394,575	402,340	374,174	382,925	376,300	(6,625)	-2%	2
3	Federal Direct 5310 Funds	134,394	180,485	357,862	229,839	224,000	(5,839)	-3%	3
4	Federal 5311 Funds	193,201	288,944	308,046	319,050	322,900	3,850	1%	4
5	Federal New Freedom	-	-	96,988	-	85,700	85,700		5
6	Federal 5310 Funds Through State	884,354	942,026	861,707	711,501	729,900	18,399	3%	6
7	Federal 5310 Pass Through Funds	2,058	113,301	-	97,805	-	(97,805)	-100%	7
8	Rideshare Grant	217,496	224,036	193,790	225,375	199,300	(26,075)	-12%	8
9	TDM Grant	68,229	148,329	147,715	113,039	154,500	41,461	37%	9
10	DD53 Revenues	3,010,828	2,948,422	2,625,783	3,000,000	2,600,000	(400,000)	-13%	10
11	Federal 5307	426,215	1,109,791	733,131	1,489,568	823,200	(666,368)	-45%	11
12	DMAP Revenues	7,193,016	10,350,887	9,645,922	12,272,955	10,170,100	(2,102,855)	-17%	12
13	STF Pass Through Funds	70,255	148,184	293,222	293,877	277,400	(16,477)	-6%	13
14	State STF Funds	603,465	1,451,362	916,085	647,474	1,219,300	571,826	88%	14
15	State of Oregon, ODOT	-	-	-	-	20,000	20,000		15
16	Miscellaneous	-	-	-	-	2,500	2,500		16
15	Transfers from Other Funds	974,950	-	-	-	-	-		15
16	Operating Revenues/Resources Total	14,173,036	18,308,107	16,554,425	19,783,408	17,205,100	(2,578,308)	-13%	16

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

Transportation Programs Fund Revenues/Resources FY2016-17

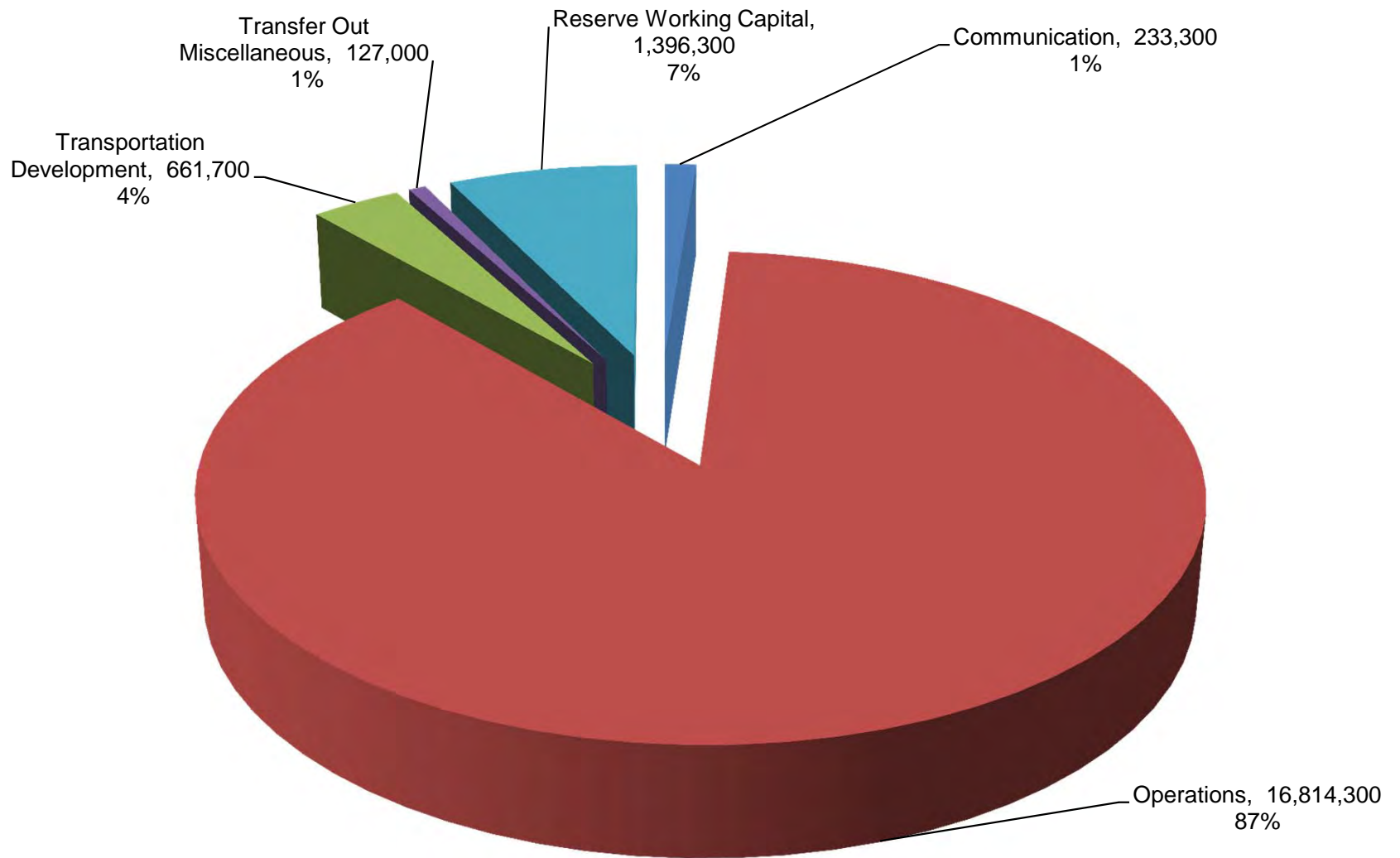


Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Transportation Programs Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
17	Operating Expenses/Requirements								17
18	Communication	138,068	226,413	231,379	208,458	233,300	24,842	12%	18
19	Transportation Development	477,703	656,512	656,836	779,398	661,700	(117,698)	-15%	19
20	Operations	13,501,719	16,158,530	16,002,192	17,738,934	16,814,300	(924,634)	-5%	20
21	Operating Expenses/Requirements Total	14,117,490	17,041,455	16,890,407	18,726,790	17,709,300	(1,017,490)	-5%	21
22	Operating Revenue/Resources less Operating Expenses/Requirements	55,546	1,266,652	(335,982)	1,056,618	(504,200)	(1,560,818)	-148%	22
23	Transfer Out Miscellaneous	(447)	-	-	-	(127,000)	(127,000)		23
24	Net Operating and Transfers to Other Funds Total	55,099	1,266,652	(335,982)	1,056,618	(631,200)	(1,687,818)	-160%	24
25	Reserve Working Capital	-	-	-	(3,332,698)	(1,396,300)	1,936,398	-58%	25
26	Net Operating, Transfers to Other Funds, and Reserve Working Capital Total	55,099	1,266,652	(335,982)	(2,276,080)	(2,027,500)	248,580	-11%	26
27	Beginning Working Capital	1,041,704	1,096,803	2,363,455	2,276,080	2,027,500	(248,580)	-11%	27
28	Ending Working Capital	1,096,803	2,363,455	2,027,473	-	-	-		28

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

Transportation Programs Fund Requirements FY2016-17



Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Programs Fund Program Expenses/Requirements Summary	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1 Communication								1
2 Mobility Management/Travel Trainer	138,068	226,413	231,379	208,458	233,300	24,842	12%	2
3 Transportation Development								3
4 Special Transportation Coordination	191,978	284,147	315,331	440,984	307,900	(133,084)	-30%	4
5 Rideshare	217,496	181,480	193,790	225,375	199,300	(26,075)	-12%	5
6 TDM	68,229	190,885	147,715	113,039	154,500	41,461	37%	6
7 Transportation Development Total	477,703	656,512	656,836	779,398	661,700	(117,698)	-15%	7
8 Operations								8
9 CherryLift	4,829,797	4,883,468	4,683,050	5,230,667	4,830,500	(400,167)	-8%	9
10 RED Line	193,949	222,392	244,507	281,695	303,400	21,705	8%	10
11 CARTS	1,284,957	1,307,465	1,428,713	1,448,624	1,510,300	61,676	4%	11
12 DMAP/WVCH	7,193,016	9,745,205	9,645,922	10,777,948	10,170,100	(607,848)	-6%	12
13 Trip Link Call Center **	-	-	-	-	-	-	-	13
14 Operations Total	13,501,719	16,158,530	16,002,192	17,738,934	16,814,300	(924,634)	-5%	14
15 Transportation Programs Fund Total	14,117,490	17,041,455	16,890,407	18,726,790	17,709,300	(1,017,490)	-5%	15

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

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



CherryLift

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

Revenues/Resources

- Beginning Working Capital – These funds are leftover resources from previous years and are used to cover a shortfall of resources.
- Passenger Fares – Funds collected from passengers at a rate of \$3.20 per ride.
- DD53 Revenues – Medicaid grant funds received for transporting passengers qualified to ride Cherrylift under the DD53 requirements. This was decreased by approximately \$400,000 due to changes in the ADA eligibility process.
- Federal 5307 – This is a FTA Urbanized Area Formula Grant that has an 80/20 matching ratio. This means that 80% of the program expenses (approximately \$823,000) can be covered by federal funds while the remaining 20% of expenses have to be covered either by a state grant or local funds. The decrease of approximately \$666,000 is due to all previous years Federal allocations being spent and reflects one year's allocation.
- Federal 5310 Funds Through State – These federal funds, administered through the State of

Oregon, have an 89.73/10.27 match ratio (award - \$156,800) and are awarded on a biennium basis.

- State STF Funds – These funds are a State grant awarded for Special Transportation programs and may be used as a match for federal grants. This grant is awarded on a biennium basis. The increase of approximately \$77,000 is to cover a shortfall of federal resources.
- Transfers In – These funds are transferred from the General fund for grant match and to cover expenses not paid for by grants.

Materials and Services

- Contract Eligibility Determination – The contract for the ADA eligibility process for both new and recertifying applicants.
- Fuel-Cars & Other – Approximately 124,000 gallons of fuel at an estimated \$2.82 per gallon. The \$85,000 decrease is due to lower fuel prices.
- Tires & tire supplies – The line item is based on a lease rate of \$.00510 per mile, for an estimated 890,000 miles per vehicle, and 6 tires per vehicle.
- Parts, equipment & tools – This line includes the cost for replacement parts, two transmission

CherryLift

rebuilt, and a wear and tear cost of approximately \$.073 per mile. There is \$51,000 allotted for radio replacement.

- **Contract Transportation** – This is the contract price for MV Transportation to operate the CherryLift vehicles. The contract with MV Transportation provides for a maximum of approximately 63,381 revenue hours at a rate of \$44.37 per hour. The proposed fiscal year 2016-17 budget reflects a decrease of approximately \$33,600 due to a reduced rate per revenue hour.
- **Match Expense** – This line is the District's matching requirement for Medicaid funds used to transport passengers qualified to ride CherryLift under DD53 requirements. The decreased of \$334,800 is due to changes in the ADA eligibility process.
- **Call Center Allocation** – The Trip Link Call Center expenses are allocated, based on call volume, to each of the programs that use the call center; 18 percent of the call center is allocated to CherryLift.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

CherryLift Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Beginning Working Capital	-	-	-	-	1,886,800	1,886,800		2
3	Passenger Fares	187,251	197,048	185,725	185,000	185,000	-	0%	3
4	Federal New Freedom	-	-	96,988	-	85,700	85,700		4
5	Federal Direct 5310 Funds	-	24,585	132,543	-	45,300	45,300		5
6	Federal 5310 Funds Through State	112,161	285,248	156,794	58,489	156,800	98,311	168%	6
7	DD53 Revenues	3,010,828	2,948,422	2,625,783	3,000,000	2,600,000	(400,000)	-13%	7
8	Federal 5307	426,215	1,109,791	733,131	1,489,568	823,200	(666,368)	-45%	8
9	State STF Funds	118,392	1,357,335	728,764	497,610	571,000	73,390	15%	9
10	Transfers from Other Funds	974,950	-	-	-	-	-		10
11	Operating Revenues/Resources Total	4,829,797	5,922,429	4,659,728	5,230,667	6,353,800	1,123,133	21%	11
12	Operating Expenses/Requirements								12
13	Personnel services	283,846	323,378	305,417	370,459	344,900	(25,559)	-7%	13
14	Materials and Services								14
15	Advertising Fees	-	302	500	500	500	-	0%	15
16	Other Professional & Technical	11,265	21,222	20,395	11,000	3,500	(7,500)	-68%	16
18	Contract Maintenance Services	17,041	14,024	5,300	12,000	12,000	-	0%	18
19	Contract Eligibility Determination	-	-	96,350	103,891	107,100	3,209	3%	19
20	Towing & collision repairs	690	528	500	1,200	1,200	-	0%	20
21	Legal Services	-	895	1,000	1,000	2,000	1,000	100%	21
22	Other Services	579	-	1,000	3,400	2,400	(1,000)	-29%	22
23	Fuel-Cars & Other	432,677	341,737	283,882	435,000	350,000	(85,000)	-20%	23
24	Lubricant & Coolant	6,838	5,283	6,806	7,500	7,500	-	0%	24
25	Tires & tire supplies	21,296	27,501	27,685	31,000	31,000	-	0%	25
26	Parts, equipment & tools	49,513	76,789	55,997	84,800	62,900	(21,900)	-26%	26
27	Operating Supplies	2,530	415	531	5,000	5,000	-	0%	27
28	Office Supplies	556	803	500	850	900	50	6%	28
29	Other Materials & Supplies	-	8	100	100	100	-	0%	29

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

CherryLift Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
30	Contract Transportation	2,895,267	2,940,675	2,846,083	2,846,083	2,812,200	(33,883)	-1%	30
31	Dues & Subscriptions	64	775	800	800	800	-	0%	31
32	Travel, meetings, training, education	-	2,020	5,000	5,000	5,000	-	0%	32
33	Printing	1,580	3,120	7,500	3,500	4,500	1,000	29%	33
34	Match Expense	926,968	933,293	777,757	1,104,900	770,100	(334,800)	-30%	34
35	Other Misc. Expenses	825	30	250	250	300	50	20%	35
36	Call Center Allocation	178,262	190,666	239,697	202,434	306,600	104,166	51%	36
37	Materials and Services Total	4,545,951	4,560,090	4,377,633	4,860,208	4,485,600	(374,608)	-8%	37
38	Operating Expenses/Requirements Total	4,829,797	4,883,468	4,683,050	5,230,667	4,830,500	(400,167)	-8%	38
39	Operating Revenue/Resources less Operating Expenses/Requirements	-	1,038,961	(23,322)	-	1,523,300	1,523,300		39
40	Transfers to Other Funds								40
41	Transfer to Capital Project Fund	-	-	-	-	(127,000)	(127,000)		41
42	Net Operating and Transfers to Other Funds Total	-	1,038,961	(23,322)	-	1,396,300	1,396,300		42
43	Other Designations								43
44	Reserved Working Capital	-	-	-	-	(1,396,300)	(1,396,300)		44
45	Other Designations Total	-	-	-	-	(1,396,300)	(1,396,300)		45
45	Net Operating, Transfers to Other Funds and Other Designations Total	-	1,038,961	(23,322)	-	-	-		45
46	Beginning Working Capital	265,452	265,452	1,910,122	-	-	-		46
47	Ending Working Capital	265,452	1,304,413	1,886,800	-	-	-		47

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

CherryLift Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change
48	FTE							48
49	Chief Operating Officer	-	0.1	-	0.1	-		49
50	Maintenance Manager	0.1	-	-	-	-		50
51	Vehicle Maintenance Supervisor	-	0.1	0.1	0.1	0.1		51
52	Contracted Transportation Manager	0.3	0.6	0.7	0.7	0.7		52
53	Customer Service Manager	-	-	-	-	0.1		53
54	Intelligent Transportation Systems Administ	-	-	0.1	-	0.1		54
55	Outreach Representative	0.4	-	-	-	-		55
56	Mobility Coordinator	-	0.1	-	0.1	0.1		56
57	Accounting Specialist	0.1	-	-	0.1	-		57
58	Administrative Assistant	0.2	0.6	0.3	0.5	0.5		58
59	Journey Mechanic	0.9	0.8	0.8	0.8	0.6		59
60	Parts & Supplies Clerk	-	0.2	-	-	0.1		60
61	Service Technician	0.6	0.5	0.5	0.5	0.4		61
62	Service Worker	-	0.5	0.5	0.5	0.4		62
63	Total FTE	2.6	3.5	3.0	3.4	3.1		63

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



RED Line

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

Revenues/Resources

- Beginning Working Capital – These funds are leftover resources from previous years and are used to cover a shortfall of resources.
- Passenger Fares – Funds collected from passengers at a rate of \$1.25 per trip for the shopper shuttle and a rate of \$3.20 per trip for the dial-a-ride service.
- Federal Direct 5310 Funds – Enhanced mobility of seniors and individuals with disabilities funds.
- Federal 5310 Funds Through State – These federal funds, administered through the State of Oregon, have an 89.73/10.27 match ratio (award - \$26,900) and are awarded on a biennium basis.
- State STF Funds – These funds are a State grant awarded to special transportation programs and may be used as a match for federal grants.
- Contract Transportation – This is the contract price for MV Transportation to operate the RED Line vehicles. The contract is for up to approximately 4,217 revenue hours at \$40.20 per hour.
- Call Center Allocation – The Trip Link Call Center expenses are allocated based on call volume, to each of the programs that use the call center; 4 percent of the call center is allocated to RED Line.

Materials and Services

- Fuel-Cars & Other – This line item is for approximately 6,205 gallons of fuel at an estimated \$2.82 per gallon.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

RED Line Revenues/Resources and Expenses/Requirements Summary	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year- End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 Beginning Working Capital	-	-	-	-	57,600	57,600		2
3 Passenger Fares	8,981	12,509	16,923	8,325	16,500	8,175	98%	3
4 Federal Direct 5310 Funds	120,268	123,357	178,832	171,580	157,700	(13,880)	-8%	4
5 Federal 5310 Funds Through State	-	26,214	521	26,919	26,900	(19)	0%	5
6 State STF Funds	64,700	60,312	48,231	74,871	44,700	(30,171)	-40%	6
7 Operating Revenues/Resources Total	193,949	222,392	244,507	281,695	303,400	21,705	8%	7
8 Operating Expenses/Requirements								8
9 Personnel services	7,404	12,780	13,249	31,612	30,800	(812)	-3%	9
10 Materials and Services								10
11 Advertising Fees	-	305	-	-	-	-		11
12 Other Professional & Technical	-	103	-	600	-	(600)	-100%	12
13 Towing & collision repairs	-	-	-	300	300	-	0%	13
14 Legal Services	-	828	-	-	-	-		14
15 Fuel-Cars & Other	24,075	18,636	15,639	19,000	17,500	(1,500)	-8%	15
16 Lubricant & Coolant	280	314	458	700	700	-	0%	16
17 Tires & tire supplies	2,512	278	1,661	2,000	2,000	-	0%	17
18 Parts, equipment & tools	2,077	1,678	1,901	3,050	10,200	7,150	234%	18
19 Operating Supplies	8	275	-	250	-	(250)	-100%	19
20 Contract Transportation	148,211	154,129	155,663	171,574	169,500	(2,074)	-1%	20
21 Printing	-	-	2,670	1,000	3,300	2,300	230%	21
22 Other Misc. Expenses	-	-	-	1,000	1,000	-	0%	22
23 Call Center Allocation	9,382	33,066	53,266	50,609	68,100	17,491	35%	23
24 Materials and Services Total	186,545	209,612	231,258	250,083	272,600	22,517	9%	24
25 Operating Expenses/Requirements Total	193,949	222,392	244,507	281,695	303,400	21,705	8%	25
26 Operating Revenue/Resources less Operating Expenses/Requirements	-	-	-	-	-	-		26
27 Beginning Working Capital	57,600	57,600	57,600	-	-	-		27
28 Ending Working Capital	57,600	57,600	57,600	-	-	-		28

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

RED Line Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year- End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change
29	FTE							29
30	Contracted Transportation Manager	-	0.1	-	-	-		30
31	Journey Mechanic	-	-	0.1	0.1	0.1		31
32	Service Technician	-	-	-	0.1	-		32
33	Service Worker	-	-	0.1	0.1	0.1		33
34	Total FTE	-	0.1	0.2	0.3	0.2		34

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

CARTS

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

Revenues/Resources

- Beginning Working Capital – These funds are leftover resources from previous years and are used to cover a shortfall of resources.
- Passenger Fares – Funds collected from passengers.
- Federal 5311 Funds – This is a FTA Rural Area Formula grant administered through the State of Oregon. The matching ratio is 56.08/43.92 (award - \$322,900).
- Federal 5310 Funds Through State – These federal funds, administered through the State of Oregon, have an 89.73/10.27 match ratio (award - \$407,700). The award is made on a biennium basis; only one year is budgeted.
- State STF Funds – These funds are a State grant awarded for Special Transportation programs. State grants are used as a match for the federal grant funds. The approximate increase of \$550,000 is to cover a shortfall of federal resources.

Materials and Services

- Fuel-Cars & Other – This line item is for approximately 420,000 annual miles, 5.6 mpg, 74,500 gallons @ 2.82 per gallon.
- Parts, equipment & tools – This line includes the cost for replacement parts, two transmission rebuilds, and wear and tear cost of approximately \$.11 per mile.
- Contract Transportation – This is the contract price for MV Transportation to operate the CARTS vehicles. The contract is for up to approximately 17,259 revenue hours per month at \$52.72 per hour.
- Other Misc. Expenses – This is the expense associated with the service changes being implemented in FY2017.
- Call Center Allocation – The Trip Link Call Center expenses are allocated, based on call volume, to each of the programs that use the call center; 3 percent of the call center is allocated to CARTS.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

CARTS Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Beginning Working Capital	-	-	-	438,389	-	(438,389)	-100%	2
3	Passenger Fares	198,344	192,783	171,526	189,600	174,800	(14,800)	-8%	3
4	Federal 5311 Funds	176,237	288,944	308,046	319,050	322,900	3,850	1%	4
5	Federal Direct 5310 Funds	-	23,677	28,800	20,691	-	(20,691)	-100%	5
6	Federal 5310 Funds Through State	585,949	424,069	496,776	452,914	407,700	(45,214)	-10%	6
7	State of Oregon, ODOT	-	-	-	-	20,000	20,000		7
8	State STF Funds	382,239	-	110,905	27,980	582,400	554,420	1981%	8
9	Miscellaneous	-	-	-	-	2,500	2,500		9
9	Operating Revenues/Resources Total	1,342,769	929,473	1,116,053	1,448,624	1,510,300	61,676	4%	9
10	Operating Expenses/Requirements								10
11	Personnel Services	90,967	125,497	133,618	175,144	199,100	23,956	14%	11
12	Materials and Services								12
13	Software Licensing and Annual Maintenance	-	2,896	-	-	-	-		13
14	Advertising Fees	9,970	756	-	-	-	-		14
15	Other Professional & Technical	7,308	9,082	3,655	7,000	4,000	(3,000)	-43%	15
16	Contract Maintenance Services	5,110	6,384	8,000	6,500	7,500	1,000	15%	16
17	Towing & collision repairs	1,356	849	3,500	1,800	3,500	1,700	94%	17
18	Legal Services	-	1,480	1,000	2,000	1,500	(500)	-25%	18
19	Other Services	128	-	5,000	12,200	6,200	(6,000)	-49%	19
20	Fuel-Cars & Other	175,154	138,210	200,000	210,000	210,000	-	0%	20
21	Lubricant & Coolant	3,735	3,090	3,192	4,000	3,500	(500)	-13%	21
22	Tires & tire supplies	14,028	5,704	10,899	14,875	12,400	(2,475)	-17%	22
23	Parts, equipment & tools	57,012	41,864	56,454	51,400	70,800	19,400	38%	23
24	Operating Supplies	307	278	528	500	500	-	0%	24
25	Office Supplies	449	-	-	300	300	-	0%	25
26	Other Materials & Supplies	1,606	-	-	-	-	-		26
27	Contract Transportation	896,953	939,001	955,000	921,949	911,000	(10,949)	-1%	27
28	Travel, meetings, training, education	1,124	39	500	500	500	-	0%	28
29	Printing	528	650	6,500	2,500	2,500	-	0%	29

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

CARTS Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
30	Other Misc. Expenses	458	-	-	-	25,000	25,000		30
31	Call Center Allocation	18,764	31,606	39,950	37,956	51,100	13,144	35%	31
32	Materials and Services Total	1,193,990	1,181,968	1,295,095	1,273,480	1,311,200	37,720	3%	32
33	Operating Expenses/Requirements Total	1,284,957	1,307,465	1,428,713	1,448,624	1,510,300	61,676	4%	33
34	Operating Revenue/Resources less Operating Expenses/Requirements	57,812	(377,992)	(312,660)	-	-	-		34
35	Transfers to Other Funds	(447)	-	-	-	-	-		35
36	Net Operating and Transfers to Other Funds Total	57,365	(377,992)	(312,660)	-	-	-		36
37	Beginning Working Capital	633,287	690,652	312,660	-	-	-		37
38	Ending Working Capital	690,652	312,660	-	-	-	-		38
39	FTE								39
40	Vehicle Maintenance Supervisor	-	0.1	0.1	0.1	0.1			40
41	Strategic Planning & Technology Services Manager	-	-	-	0.1	-			41
42	Long-Range Planning Analyst	-	0.1	-	0.1	0.1			42
43	Administrative Assistant	-	-	0.1	0.1	0.1			43
44	Senior Planner	-	-	-	-	0.1			44
45	Planning Technician	-	-	-	-	0.1			45
46	Planning Analyst	-	-	-	-	0.1			46
47	Journey Mechanic	0.6	0.6	0.4	0.5	0.4			47
48	Service Technician	0.3	0.4	0.2	0.3	0.2			48
49	Service Worker	-	0.4	0.2	0.3	0.2			49
50	Total FTE	0.9	1.6	1.0	1.5	1.4			50

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



DMAP/WVCH

Brokered Non-Emergency Medical Transportation (NEMT) for Medicaid and Oregon Health Plan recipients in Marion and Polk counties. These services are brokered for both the State (DMAP) as well as Willamette Valley Community Health (WVCH).

Revenues/Resources

- DMAP/WVCH Revenues – All DMAP expenses are reimbursed by the State Oregon Health Plan and WVCH. The decrease of approximately \$2.1 million is due to a reserve for WVCH operations being established.

Materials and Services

- Contract Transportation – This is the approximate contract price for private providers to provide non-emergency medical transportation. The District contracts with approximately 20 private providers to provide rides efficiently, and in a manner that minimizes costs and maximizes value for the State, while meeting clients' needs. The decrease of \$867,400 is due to aligning the budget with current year end estimated costs.
- Lease-Building – Allocation for the TripLink Call Center building for NEMT operations. The decrease of \$63,500 is due to charging the Call Center for the space, rather than charging NEMT.

- Call Center Allocation – The TripLink Call Center expenses are allocated based on call volume, to each of the programs that use the call center; 75 percent of the call center is allocated to DMAP. This increased by approximately \$262,686 due to increased call center costs.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

DMAP/WVCH Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	DMAP/WVCH Revenues	7,193,016	10,350,887	9,645,922	12,272,955	10,170,100	(2,102,855)	-17%	2
3	Operating Revenues/Resources Total	7,193,016	10,350,887	9,645,922	12,272,955	10,170,100	(2,102,855)	-17%	3
4	Operating Expenses/Requirements								4
5	Personnel services	187,711	207,929	204,070	178,934	196,200	17,266	10%	5
6	Materials and Services								6
7	Other Professional & Technical	32,451	-	796	1,500	700	(800)	-53%	7
8	Legal Services	2,835	23	1,000	1,000	1,000	-	0%	8
9	Other Services	9,808	13,190	17,458	17,000	18,000	1,000	6%	9
10	Office Supplies	1,560	10,270	1,300	2,250	1,400	(850)	-38%	10
11	Other Materials & Supplies	841	1,281	1,248	1,600	1,300	(300)	-19%	11
12	Utilities	1,335	1,601	1,644	1,850	1,700	(150)	-8%	12
13	Contract Transportation	6,160,314	8,572,145	8,410,000	9,530,000	8,662,600	(867,400)	-9%	13
14	Dues & Subscriptions	-	-	-	1,000	-	(1,000)	-100%	14
15	Travel, meetings, training, education	2,305	4,980	6,152	1,500	6,300	4,800	320%	15
16	Printing	230	562	2,070	2,100	2,100	-	0%	16
17	Lease-Building	61,816	63,057	1,446	65,000	1,500	(63,500)	-98%	17
18	Call Center Allocation	731,810	870,167	998,738	974,214	1,277,300	303,086	31%	18
19	Materials and Services Total	7,005,305	9,537,276	9,441,852	10,599,014	9,973,900	(625,114)	-6%	19
20	Operating Expenses/Requirements Total	7,193,016	9,745,205	9,645,922	10,777,948	10,170,100	(607,848)	-6%	20
21	Operating Revenue/Resources less Operating Expenses/Requirements	-	605,682	-	1,495,007	-	(1,495,007)	-100%	21

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

DMAP/WVCH Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change
22	FTE							22
23	Chief Operating Officer	0.1	0.1	0.1	-	0.1		23
24	Contracted Transportation Manager	0.6	0.2	0.1	0.1	0.1		24
25	Medical Transportation Administrator	0.4	0.9	1.0	0.9	1.0		25
26	Human Resources Assistant I	-	0.1	-	0.1	0.1		26
27	Accountant	-	-	-	0.1	-		27
28	Accounting Specialist	0.1	0.2	0.1	0.1	0.2		28
29	Administrative Assistant	0.8	0.4	0.7	0.5	0.5		29
30	Total FTE	2.0	1.9	2.0	1.8	2.0		30

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

Trip Link Call Center

Reservation and scheduling center for all CherryLift, CARTS, RED Line, and Non-Emergent Medical Transportation rides (Medicaid Assistance Program/Willamette Valley Community Health or DMAP/WVCH).

Materials and Services

- Software Licensing Annual Maintenance – This line is for Route Match software. The \$30,000 increase is due to the addition of vehicles to the fleet needed to add to the Route Match software suite.
- Brokerage Contract – This is the contract price for MTM to operate the Trip Link Call Center. The contract amount is not to exceed approximately \$1.3 million. The increase of approximately \$320,000 is due to awarding a new contract to MTM to operate the Call Center.
- Utilities – This line includes the cost for the telephone system and connection charges.
- Lease-Building – This is to charge the cost of the Call Center space to the programs that use the call center through the allocation.
- Call Center Allocation – The Trip Link Call Center expenses are allocated based on call volume, to

each of the projects that use the call center. This was increased by approximately \$380,000 as a result of the new contract award. The call center is allocated to the following programs:

- CherryLift – 18 %
- CARTS – 3 %
- RED Line – 4 %
- DMAP/WVCH – 75 %

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

		FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
Trip Link Call Center Expenses/Requirements Summary		Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2015-16 Budget	Change	
1	Operating Expenses/Requirements								1
2	Personnel services	39,530	45,502	58,826	47,435	73,000	25,565	54%	2
3	Materials and Services								3
4	Software Licensing and Annual Maintenance	94,366	89,833	114,000	114,000	144,000	30,000	26%	4
5	Advertising Fees	-	-	645	-	1,000	1,000		5
6	Other Professional & Technical	4,975	980	1,500	1,500	2,000	500	33%	6
7	Contract Maintenance Services	2,095	2,530	2,500	2,500	2,500	-	0%	7
8	Brokerage Contract	757,877	939,373	1,026,678	1,026,678	1,348,400	321,722	31%	8
9	Legal Services	1,755	2,453	2,000	1,000	2,000	1,000	100%	9
10	Other Services	270	-	6,500	6,500	6,500	-	0%	10
11	Parts, equipment & tools	10	-	4,000	2,000	2,000	-	0%	11
12	Office Supplies	6,643	5,320	7,500	7,500	7,500	-	0%	12
13	Utilities	30,560	38,639	50,000	50,000	55,000	5,000	10%	13
14	Travel, meetings, training, education	67	-	5,000	5,000	5,000	-	0%	14
15	Printing	-	874	1,000	1,000	1,000	-	0%	15
16	Other Misc. Expenses	70	-	220	100	200	100	100%	16
17	Lease-Building	-	-	51,282	-	53,000	53,000		17
18	Call Center Allocation	(938,218)	(1,125,504)	(1,331,651)	(1,265,213)	(1,703,100)	(437,887)	35%	18
19	Materials and Services Total	(39,530)	(45,502)	(58,826)	(47,435)	(73,000)	(25,565)	54%	19
20	Operating Expenses/Requirements Total	-	-	-	-	-	-		20
21	FTE								21
22	Strategic Planning & Technology Services Manager	-	0.1	-	-	-			22
23	Information Technology Manager	-	-	-	-	0.1			23
24	Technology Services Support Analyst	0.2	0.4	0.2	0.4	0.2			24
25	Database Administrator	-	-	-	-	0.1			25
26	Network Administrator	-	0.1	0.1	0.1	0.1			26
27	Accounting Specialist	0.1	0.1	0.1	0.1	0.1			27
28	Total FTE	0.3	0.7	0.4	0.6	0.6			28

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

Mobility Management/Travel Trainer

Oversight of the eligibility process and coordination of travel training and mobility coordination programs.

Revenues/Resources

- Beginning Working Capital – These funds are leftover resources from previous years and are used to cover a shortfall of resources.
- Federal 5310 Funds Through State – This is a federal grant administered through the State of Oregon, and has an 89.73/10.27 match ratio (award - \$138,500). The award decreased approximately \$34,679 due to a reallocation of funding to other programs.
- State STF Funds – These funds are a State grant awarded to Special Transportation programs and can be used as a match for federal grants.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Mobility Management/Travel Trainer

Revenues/Resources and Expenses/Requirements Summary	FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year- End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1 Operating Revenues/Resources								1
2 Beginning Working Capital	-	-	-	-	78,900	78,900		2
3 Federal 5310 Funds Through State	123,888	201,999	207,616	173,179	138,500	(34,679)	-20%	3
4 State STF Funds	14,180	24,414	23,763	35,279	15,900	(19,379)	-55%	4
5 Operating Revenues/Resources Total	138,068	226,413	231,379	208,458	233,300	24,842	12%	5
6 Operating Expenses/Requirements								6
7 Personnel services	131,826	187,168	210,843	192,422	216,900	24,478	13%	7
8 Materials and Services								8
9 Advertising Fees	-	8,150	-	-	-	-		9
10 Other Professional & Technical	-	24,903	10,000	3,000	5,000	2,000	67%	10
11 Uniforms	-	26	-	-	-	-		11
12 Parts, equipment & tools	-	-	1,000	-	-	-		12
13 Office Supplies	536	303	700	700	1,000	300	43%	13
14 Utilities	336	336	336	336	400	64	19%	14
15 Advertising/Promotion Media	-	-	1,000	1,000	1,000	-	0%	15
16 Travel, meetings, training, education	3,979	3,150	7,000	10,000	8,000	(2,000)	-20%	16
17 Printing	32	61	500	500	500	-	0%	17
18 Other Misc. Expenses	1,359	2,316	-	500	500	-	0%	18
19 Materials and Services Total	6,242	39,245	20,536	16,036	16,400	364	2%	19
20 Operating Expenses/Requirements Total	138,068	226,413	231,379	208,458	233,300	24,842	12%	20
Operating Revenue/Resources less								
21 Operating Expenses/Requirements	-	-	-	-	-	-		21
22 Beginning Working Capital	78,900	78,900	78,900	-	-	-		22
23 Ending Working Capital	78,900	78,900	78,900	-	-	-		23

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Mobility Management/Travel Trainer						FY2016-17	Change from	Percent
Revenues/Resources and Expenses/Requirements		FY2013-14	FY2014-15	FY2015-16 Year-	FY2015-16	Adopted	FY2015-16	
Summary		Actual	Actual	End Estimate	Budget	Budget*	Budget	Change
24	FTE							24
25	Outreach Representative	0.6	1.8	1.0	0.9	1.0		25
26	Mobility Coordinator	0.7	0.8	1.0	0.8	0.8		26
27	Customer Service Manager	-	-	0.1	-	0.1		27
28	Customer Service Supervisor	-	0.1	-	0.1	-		28
29	Total FTE	1.3	2.7	2.1	1.8	1.9		29

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

Special Transportation Coordination

Coordination and administration of Federal and State funds for transportation of the seniors and individuals with disabilities.

Revenues/Resources

- STF Pass Through Funds – State funds administered by the District and awarded to other agencies. These funds have been awarded to the City of Silverton’s Silver Trolley, West Valley Hospital, Salem Hospital Foundation and Woodburn Transit.
 - Woodburn Transit \$ 202,500
 - Silver Trolley 17,155
 - Salem Hospital Foundation 32,600
 - West Valley Hospital 25,123

\$ 277,378

The amount in the budget has been increased by \$22 for rounding purposes.

Materials and Services

- **STF Pass-through Expense** – This line is for administering the funds awarded to other agencies.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Special Transportation Coordination		FY2015-16		FY2016-17		Change from	
Revenues/Resources and Expenses/Requirements	FY2013-14	FY2014-15	Year-End	FY2015-16	Adopted	FY2015-16	Percent
Summary	Actual	Actual	Estimate	Budget	Budget*	Budget	Change
1 Operating Revenues/Resources							
2 Beginning Working Capital	2,265	-	-	1,837,691	4,200	(1,833,491)	-100%
3 Federal 5311 Funds	16,964	-	-	-	-	-	
4 Federal Direct 5310 Funds	14,126	8,866	17,687	37,568	21,000	(16,568)	-44%
5 Federal 5310 Funds Through State	62,356	4,496	-	-	-	-	
6 Federal 5310 Pass Through Funds	2,058	113,301	-	97,805	-	(97,805)	-100%
7 STF Pass Through Funds	70,255	148,184	293,222	293,877	277,400	(16,477)	-6%
8 State STF Funds	23,954	9,300	4,422	11,734	5,300	(6,434)	-55%
9 Operating Revenues/Resources Total	191,978	284,147	315,331	2,278,675	307,900	(1,970,775)	-86%
10 Operating Expenses/Requirements							
11 Personnel services	92,394	20,014	19,875	43,852	24,600	(19,252)	-44%
12 Materials and Services							
13 Advertising Fees	-	-	-	1,500	1,500	-	0%
14 Other Professional & Technical	20,765	-	-	-	1,000	1,000	
15 Legal Services	1,440	833	1,463	1,500	1,500	-	0%
16 Office Supplies	46	-	-	500	500	-	0%
17 Utilities	336	576	576	-	600	600	
18 5310 Pass-through Expense	2,058	113,722	-	97,805	-	(97,805)	-100%
19 STF Pass-through Expense	72,519	148,184	293,222	293,877	277,400	(16,477)	-6%
20 Dues & Subscriptions	-	-	-	200	100	(100)	-50%
21 Travel, meetings, training, education	146	818	195	750	700		
22 Printing	2,274	-	-	500	-	(500)	-100%
23 Other Misc. Expenses	-	-	-	500	-	(500)	-100%
24 Materials and Services Total	99,584	264,133	295,456	397,132	283,300	(113,832)	-29%
25 Operating Expenses/Requirements Total	191,978	284,147	315,331	440,984	307,900	(133,084)	-30%
Operating Revenue/Resources less Operating							
26 Expenses/Requirements	-	-	-	1,837,691	-	(1,837,691)	-100%
27 Beginning Working Capital	4,200	4,200	4,200	-	-	-	
28 Ending Working Capital	4,200	4,200	4,200	1,837,691	-	(1,837,691)	-100%

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Special Transportation Coordination		FY2015-16		FY2016-17		Change from	Percent Change
Revenues/Resources and Expenses/Requirements	FY2013-14	FY2014-15	Year-End	FY2015-16	Adopted	FY2015-16	
Summary	Actual	Actual	Estimate	Budget	Budget*	Budget	
29 FTE							29
30 Medical Transportation Administrator	0.4	-	-	-	-		30
31 Grants Administrator Financial Analyst	0.1	-	-	-	-		31
32 Long-Range Planning Analyst	-	-	0.1	0.2	0.2		32
33 Administrative Assistant	0.1	0.1	0.1	0.2	0.1		33
34 Total FTE	0.6	0.1	0.2	0.4	0.3		34

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Rideshare/TDM

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

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

Funding

- The Rideshare/TDM program is funded by two Federal Highway Administration grants, allocated to the Metropolitan Planning Organization as Surface Transportation Program-Urban funds. The \$199,300 Rideshare Grant does not require local match. The \$154,500 Transportation Demand Management Grant has an 89.73/10.27 matching ratio. The approximate \$17,680 in matching funds comes in the form of an “In Kind” match for the space that the program uses.

Personnel Services

A half-time Rideshare Assistant will be hired during FY2016-17 to provide administrative support to the Rideshare program.

Materials & Services

- Other Professional & Technical – Rideshare decrease of approximately \$23,000 and TDM decrease of \$17,000 is a result of the one-time increase in last year's budget to account for the creation of the Strategic Plan.
- Allocations have been adjusted in most of the materials and services categories to ensure adequate funds for the salary grade change for the Rideshare Program Coordinator and addition of a half-time Rideshare Assistant.

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Rideshare & TDM Grants Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Rideshare Grant	217,496	181,480	193,790	225,375	199,300	(26,075)	-12%	2
3	Operating Revenues/Resources Total	217,496	181,480	193,790	225,375	199,300	(26,075)	-12%	3
4	Operating Expenses/Requirements								4
5	Personnel services	120,930	90,739	122,269	134,935	127,300	(7,635)	-6%	5
6	Materials and Services								6
7	Advertising Fees	863	1,026	4,500	4,946	10,000	5,054	102%	7
8	Other Professional & Technical	7,357	2,532	6,000	43,267	20,000	(23,267)	-54%	8
9	Uniforms	-	-	557	-	1,000	1,000		9
10	Contract Maintenance Services	4,739	-	-	495	-	(495)	-100%	10
11	Outside Services	-	55,265	5,000	297	-	(297)	-100%	11
12	Legal Services	945	-	328	2,386	1,000	(1,386)	-58%	12
13	Other Services	486	583	-	495	2,000	1,505	304%	13
14	Parts, equipment & tools	294	-	101	197	-	(197)	-100%	14
15	Operating Supplies	-	-	100	495	500	5	1%	15
16	Office Supplies	1,415	2,043	1,000	1,484	700	(784)	-53%	16
17	Other Materials & Supplies	552	56	-	990	-	(990)	-100%	17
18	Utilities	2,312	1,552	1,700	2,966	1,800	(1,166)	-39%	18
19	Dues & Subscriptions	626	1,523	-	1,977	-	(1,977)	-100%	19
20	Advertising/Promotion Media	52,627	10,818	35,000	14,572	21,000	6,428	44%	20
21	Travel, meetings, training, education	9,880	6,437	8,500	4,995	8,500	3,505	70%	21
22	Guarantee Ride Home	1,518	1,821	1,500	3,956	2,000	(1,956)	-49%	22
23	Printing	12,952	7,085	7,235	6,922	3,500	(3,422)	-49%	23
24	Materials and Services Total	96,566	90,741	71,521	90,440	72,000	(18,440)	-20%	24
25	Operating Expenses/Requirements Total	217,496	181,480	193,790	225,375	199,300	(26,075)	-12%	25
26	Operating Revenue/Resources less Operating Expenses/Requirements	-	-	-	-	-	-		26
27	Operating Revenues/Resources								27
28	TDM Grant	68,229	190,885	147,715	113,039	154,500	41,461	37%	28
29	Operating Revenues/Resources Total	68,229	190,885	147,715	113,039	154,500	41,461	37%	29

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

			FY2015-16		FY2016-17	Change from		
	Rideshare & TDM Grants Revenues/Resources and	FY2013-14	FY2014-15	Year-End	FY2015-16	Adopted	FY2015-16	Percent
	Expenses/Requirements Summary	Actual	Actual	Estimate	Budget	Budget*	Budget	Change
30	Operating Expenses/Requirements							30
31	Personnel services	61,251	107,543	101,708	67,670	116,200	48,530	72%
32	Materials and Services							32
33	Advertising Fees	53	633	4,500	2,481	8,500	6,019	243%
34	Other Professional & Technical	889	7,539	6,000	21,712	4,300	(17,412)	-80%
35	Temporary Help	-	5,661	-	-	-	-	35
36	Uniforms	-	-	474	-	900	900	36
37	Contract Maintenance Services	1,462	-	-	248	-	(248)	-100%
38	Outside Services	-	24,632	5,000	149	-	(149)	-100%
39	Legal Services	-	-	279	1,197	900	(297)	-25%
40	Other Services	-	-	-	248	1,700	1,452	585%
41	Parts, equipment & tools	-	-	86	99	-	(99)	-100%
42	Operating Supplies	-	-	71	248	400	152	61%
43	Office Supplies	27	40	1,000	744	600	(144)	-19%
44	Other Materials & Supplies	-	47	20	496	-	(496)	-100%
45	Utilities	232	1,201	1,700	1,488	1,600	112	8%
46	Dues & Subscriptions	244	872	-	991	-	(991)	-100%
47	Advertising/Promotion Media	3,133	34,892	10,000	7,308	7,600	292	4%
48	Travel, meetings, training, education	938	5,908	8,500	2,505	5,100	2,595	104%
49	Guarantee Ride Home	-	176	1,500	1,984	1,700	(284)	-14%
50	Printing	-	1,741	6,877	3,471	5,000	1,529	44%
51	Materials and Services Total	6,978	83,342	46,007	45,369	38,300	(7,069)	-16%
52	Operating Expenses/Requirements Total	68,229	190,885	147,715	113,039	154,500	41,461	37%
53	Operating Revenue/Resources less Operating Expenses/Requirements	-	-	-	-	-	-	53
54	FTE							54
55	Rideshare & Outreach Coordinator	1.0	1.0	1.0	1.0	1.0		55
56	Rideshare Specialist	1.0	1.0	1.0	1.0	1.0		56
57	Rideshare Assistant	-	-	-	-	0.5		57
58	Total FTE	2.0	2.0	2.0	2.0	2.5		58

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

Capital Projects Fund

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

The proposed budget includes amounts that are expected to be spent during FY2016-17 and includes working capital reserves to help identify future requirements for some projects. The expenses/requirements are presented in two forms. First with three lines as it will appear on the Resolution to adopt the budget (Administration, Transportation Development, and Operations), then by project.

The following is a brief description of the projects included in the proposed FY2016-17 Budget for each of the Divisions.

Administration

Technology Equipment – The proposed budget includes \$349,000 to replace the current Finance and Human Resource software packages with a single solution.

Transportation Development

Capital Projects Administration – These expenses are for the Capital Projects Manager and are not associated with a specific capital project.

Del Webb Improvements – \$102,000 for architectural engineering to replace 6 vehicle hoists.

Keizer Transit Center – The proposed budget includes approximately \$1.6 million to be used at the Keizer Transit Center on a signal light to facilitate turning left into and out of the transit center and a pedestrian safety fence to separate our property from the railroad. Another potential project includes covering the park and ride lot with solar panels.

South Salem Transit Center – This project is funded with federal sources and a Connect Oregon V grant of \$1 million. The proposed budget includes \$1.5 million for architectural engineering and possible land purchase.

Bus Stops and Shelters – This project is funded with federal sources and the proposed budget includes more than \$1.5 million for bus stop and shelter improvements.

Business Intelligence Project – These expenses are to procure additional software to augment the current BI software.

Technology Equipment – These expenses includes \$75,000 for CherryLift and Red Line radios, \$82,000 for 1 SAN and 4 servers, \$35,000 for ITS Master Plan/CAD/AVL Consultant, and \$40,000 for software and software upgrades.

Capital Projects Fund

Operations

Del Webb Improvements – The budget includes:

- \$100,000 to replace and redesign the modular furniture in the call center
- \$87,000 for maintenance fence upgrades, including a bus sensing device
- \$50,000 to replace the flooring in the administration building
- \$35,000 for the Del Webb landscape project
- \$40,000 to replace the diesel fuel pumps
- \$32,000 for a visitor intercom system
- \$18,000 to replace one HVAC unit in the operations building
- \$16,000 to replace the shop air compressor
- \$7,000 for a proximity card entrance for the vault door

- Projects for future years
 1. \$80,000 to replace the overhead shop fluid dispensing system
 2. \$35,000 for an exhaust system

Cherriots Revenue Vehicles – These expenses are to replace 12 CNG buses and purchase forward facing seats.

CherryLift Revenue Vehicles – The proposed budget includes approximately \$635,000 to replace 6 low floor vehicles.

CARTS Revenue Vehicles – The proposed budget includes approximately \$488,000 to replace 2 buses.

Technology Equipment – These expenses include \$50,000 for 6 security cameras and \$75,000 for an incident reporting software.

CH2 Improvements – These expenses include \$50,000 for a transit mall sprinkler.

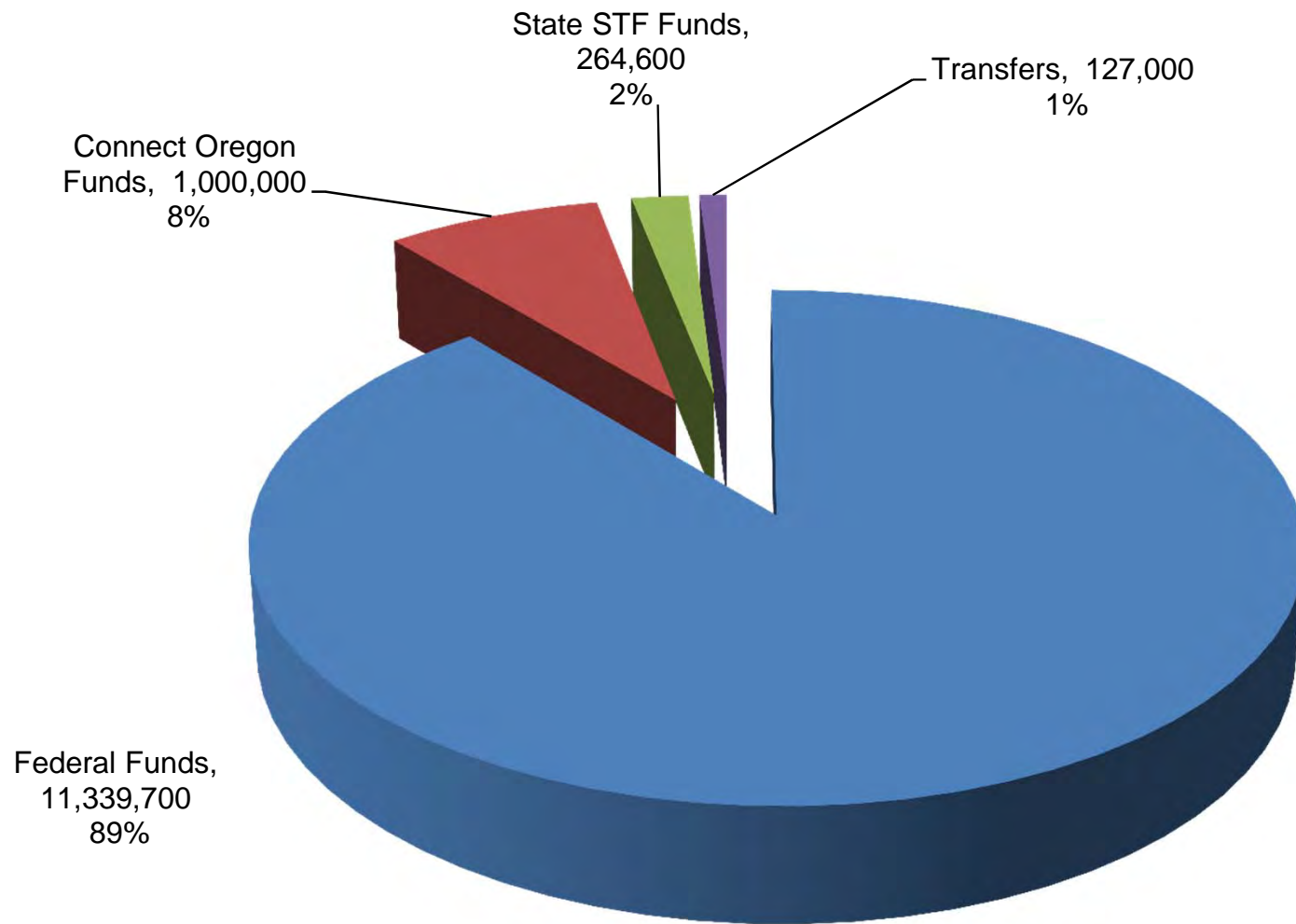
In addition to the Capital Projects fund budget, there is also the District's 10-Year Capital Plan and Vehicle Replacement Schedule.

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Capital Project Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Operating Revenues/Resources								1
2	Federal JARC	28,794	17	-	-	-	-		2
3	Federal STP Funds	-	-	-	582,000	2,248,500	1,666,500	286%	3
4	Federal 5311 Funds	-	42,107	-	-	-	-		4
5	Federal New Freedom	-	18,013	3,768	-	-	-		5
6	Federal 5310 Funds Through State	156,940	-	-	224,325	224,300	(25)	0%	6
7	Federal Flex Funds	-	220,813	624,739	2,552,373	1,927,600	(624,773)	-24%	7
8	FTA 5339 Funds	611,444	-	-	-	1,943,500	1,943,500		8
9	Federal 5307	-	23,665	47,783	1,426,400	2,503,000	1,076,600	75%	9
10	Federal STP Funds	17,104	17,707	660,199	835,297	107,800	(727,497)	-87%	10
11	Federal ARRA Funds	55,510	-	-	-	-	-		11
12	Federal 5309 Funds	321,935	322,308	87,573	2,472,556	2,385,000	(87,556)	-4%	12
13	Lottery Backed Bonds Grant	3,500,000	-	-	-	-	-		13
14	Connect Oregon Funds	-	-	-	1,000,000	1,000,000	-	0%	14
15	State STF Funds	-	-	-	264,555	264,600	45	0%	15
16	Insurance Settlement	-	22,557	29,942	-	-	-		16
17	Miscellaneous	3,000	-	-	-	-	-		17
18	Interest on Investments	2,941	-	-	-	-	-		18
19	Transfers from Other Funds	1,824,624	102,842	-	-	127,000	127,000		19
20	Operating Revenues/Resources Total	6,522,292	770,029	1,454,004	9,357,506	12,731,300	3,373,794	36%	20

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

Capital Project Fund Resources FY2016-17

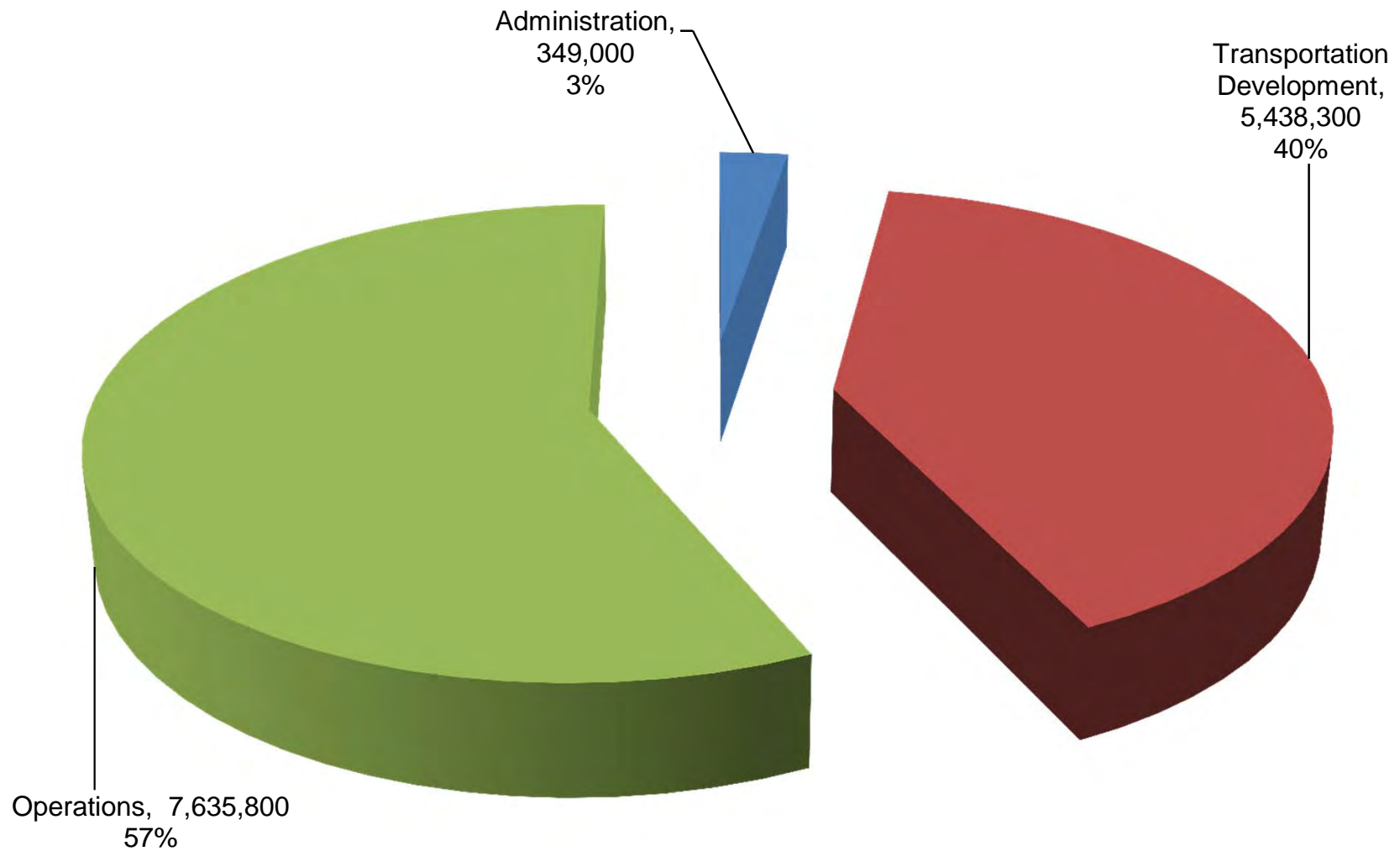


Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Capital Project Fund Revenues/Resources and Expenses/Requirements Summary		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
21	Operating Expenses/Requirements								21
22	Administration	-	-	-	175,000	349,000	174,000	99%	22
23	Transportation Development	5,774,862	687,961	1,413,436	5,510,461	5,438,300	(72,161)	-1%	23
24	Operations	467,034	391,696	302,090	2,157,897	7,635,800	5,477,903	254%	24
25	Operating Expenses/Requirements Total	6,241,896	1,079,657	1,715,526	7,843,358	13,423,100	5,579,742	71%	25
Operating Revenue/Resources less									
26	Operating Expenses/Requirements	280,396	(309,628)	(261,522)	1,514,148	(691,800)	(2,205,948)	-146%	26
27	Reserved Working Capital	-	-	-	(5,181,973)	(2,854,200)	2,327,773	-45%	27
Net Operating and Reserve Working									
28	Capital Total	280,396	(309,628)	(261,522)	(3,667,825)	(3,546,000)	121,825	-3%	28
29	Beginning Working Capital	3,736,773	4,017,169	3,707,541	3,667,825	3,546,000	(121,825)	-3%	29
30	Ending Working Capital	4,017,169	3,707,541	3,446,019	-	-	-		30
31	FTE								31
32	Capital Projects Manager	0.5	1.0	1.0	1.0	1.0			32
33	Chief Operating Officer	-	0.1	-	-	-			33
34	Contract/Procurement Specialist	0.1	0.2	0.3	0.2	0.2			34
35	Contract/Procurement Analyst	-	-	-	-	0.1			35
36	Facilities Maintenance Worker	-	-	-	-	1.9			36
37	Director of Transportation Development	-	0.1	-	-	-			37
38	Total FTE	0.6	1.4	1.3	1.2	3.2			38

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

Capital Project Fund Requirements FY2016-17



Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
Administration Capital Projects	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2015-16 Budget	Change	
1 <u>Technology Equipment</u>								1
2 Beginning Working Capital	-	-	-	35,000	69,800	34,800	99%	2
3 Federal 5307	-	-	-	140,000	279,200	139,200	99%	3
4 <u>Revenues/Resources Total</u>	-	-	-	175,000	349,000	174,000	99%	4
5 <u>Software - Finance/HR Software</u>	-	-	-	175,000	349,000	174,000	99%	5
6 Operating Revenue/Resources less								
6 Operating Expenses/Requirements	-	-	-	-	-	-		6
7 Beginning Working Capital	-	35,000	69,800	-	-	-		7
8 <u>Ending Working Capital</u>	-	35,000	69,800	-	-	-		8

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
1	Capital Project Administration								1
2	Beginning Working Capital	-	-	-	32,978	57,800	24,822	75%	2
3	Transfers from Other Funds	31,207	34,238	-	-	-	-		3
4	Revenues/Resources Total	31,207	34,238	-	32,978	57,800	24,822	75%	4
5	Personnel services	30,610	33,319	33,166	26,398	51,200	24,802	94%	5
6	Materials and Services								6
7	Other Professional & Technical	-	-	-	2,000	2,000	-	0%	7
8	Other Materials & Supplies	-	-	-	2,000	2,000	-	0%	8
9	Utilities	576	153	580	580	600	20	3%	9
10	Travel, meetings, training, education	-	2,636	1,000	2,000	2,000	-	0%	10
11	Printing	-	27	-	-	-	-		11
12	Other Misc. Expenses	21	8,340	-	-	-	-		12
13	Materials and Services Total	597	11,156	1,580	6,580	6,600	20	0%	13
14	Expenses/Requirements Total	31,207	44,475	34,746	32,978	57,800	24,822	75%	14
	Operating Revenue/Resources less								
15	Operating Expenses/Requirements	-	(10,237)	(34,746)	-	-	-		15
16	Beginning Working Capital	43,215	43,215	92,546	-	-	-		16
17	Ending Working Capital	43,215	32,978	57,800	-	-	-		17

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
18	<u>Del Webb Facility Improvements</u>								18
19	Beginning Working Capital	-	-	-	100,000	100,000	-	0%	19
20	Federal 5307	-	-	-	400,000	400,000	-	0%	20
21	Revenues/Resources Total	-	-	-	500,000	500,000	-	0%	21
22	Capital Outlay								
23	Equipment	-	-	-	250,000	102,000	(148,000)	-59%	23
24	Reserved Working Capital	-	-	-	250,000	398,000	148,000	59%	24
25	Expenses/Requirements Total	-	-	-	500,000	500,000	-	0%	25

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
26	Keizer Transit Center								26
27	Beginning Working Capital	-	-	-	460,057	459,600	(457)	0%	27
28	Federal 5309 Funds	91,251	20,415	2,036	1,840,224	1,838,200	(2,024)	0%	28
29	Transfers from Other Funds	-	3,308	-	-	-	-		29
30	Revenues/Resources Total	91,251	23,723	2,036	2,300,281	2,297,800	(2,481)	0%	30
31	Personnel services	17,023	13,742	2,045	28,671	29,200	529	2%	31
32	Materials and Services								32
33	Other Professional & Technical	1,994	-	-	-	-	-		33
34	Legal Services	-	4,060	500	-	-	-		34
35	Parts, equipment & tools	3,940	880	-	-	-	-		35
36	Advertising/Promotion Media	1,039	-	-	-	-	-		36
37	Materials and Services Total	6,973	4,940	500	-	-	-		37
38	Capital Outlay								38
39	Land	-	2,400	-	-	-	-		39
40	Buildings & Improvements	67,255	12,101	-	2,271,610	1,650,600	(621,010)	-27%	40
41	Capital Outlay Total	67,255	14,501	-	2,271,610	1,650,600	(621,010)	-27%	41
42	Reserved Working Capital	-	-	-	-	618,000	618,000		42
43	Expenses/Requirements Total	91,251	33,183	2,545	2,300,281	2,297,800	(2,481)	0%	43
44	Operating Revenue/Resources less								
44	Operating Expenses/Requirements	-	(9,460)	(509)	-	-	-		44
45	Beginning Working Capital	469,517	469,517	460,109	-	-	-		45
46	Ending Working Capital	469,517	460,057	459,600	-	-	-		46

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
47	South Salem Transit Center								47
48	Beginning Working Capital	-	-	-	41,000	41,000	-	0%	48
49	Federal 5309 Funds	226,533	140,028	85,537	215,287	129,700	(85,587)	-40%	49
50	Federal STP Funds	-	-	-	350,000	350,000	-	0%	50
51	Connect Oregon Funds	-	-	-	1,000,000	1,000,000	-	0%	51
52	Revenues/Resources Total	226,533	140,028	85,537	1,606,287	1,520,700	(85,587)	-5%	52
53	Personnel services	19,640	6,764	4,147	17,202	21,900	4,698	27%	53
54	Materials and Services								54
55	Other Professional & Technical	19,226	-	-	-	-	-		55
56	Legal Services	-	203	113	-	-	-		56
57	Materials and Services Total	19,226	203	113	-	-	-		57
58	Capital Outlay								58
59	Buildings & Improvements	187,667	133,071	81,277	250,000	1,498,800	1,248,800	500%	59
60	Software	-	-	-	-	-	-		60
61	Capital Outlay Total	187,667	133,071	81,277	250,000	1,498,800	1,248,800	500%	61
62	Reserved Working Capital	-	-	-	1,339,085	-	(1,339,085)	-100%	62
63	Expenses/Requirements Total	226,533	140,038	85,537	1,606,287	1,520,700	(85,587)	-5%	63
64	Operating Revenue/Resources less								
64	Operating Expenses/Requirements	-	(10)	-	-	-	-		64
65	Beginning Working Capital	41,010	41,010	41,000	-	-	-		65
66	Ending Working Capital	41,010	41,000	41,000	-	-	-		66

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
67	Bus Stops & Shelters								67
68	Beginning Working Capital	-	-	-	353,751	233,000	(120,751)	-34%	68
69	Federal 5311 Funds	-	42,107	-	-	-	-		69
70	Federal Flex Funds	-	220,813	624,739	2,552,373	1,927,600	(624,773)	-24%	70
71	Federal STP Funds	17,104	17,707	430,580	538,380	107,800	(430,580)	-80%	71
72	Transfers from Other Funds	2,005	-	-	-	-	-		72
73	Revenues/Resources Total	19,109	280,627	1,055,319	3,444,504	2,268,400	(1,176,104)	-34%	73
74	Personnel services	18,597	42,445	139,361	62,996	184,900	121,904	194%	74
75	Materials and Services								75
76	Advertising Fees	334	-	-	-	-	-		76
77	Legal Services	90	2,745	158	-	-	-		77
78	Materials and Services Total	424	2,745	158	-	-	-		78
79	Capital Outlay								79
80	Buildings & Improvements	88	223,243	533,734	1,943,055	1,536,100	(406,955)	-21%	80
81	Shelters	-	71,475	503,010	343,949	-	(343,949)	-100%	81
82	Capital Outlay Total	88	294,718	1,036,744	2,287,004	1,536,100	(750,904)	-33%	82
83	Reserved Working Capital	-	-	-	1,094,504	547,400	(547,104)	-50%	83
84	Expenses/Requirements Total	19,109	339,908	1,176,263	3,444,504	2,268,400	(1,176,104)	-34%	84
	Operating Revenue/Resources less								
85	Operating Expenses/Requirements	-	(59,281)	(120,944)	-	-			85
86	Beginning Working Capital	413,032	413,032	353,944	-	-	-		86
87	Ending Working Capital	413,032	353,751	233,000	-	-	-		87

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
88	<u>Business Intelligence Project</u>								88
89	Beginning Working Capital	-	-	-	20,000	25,000	5,000	25%	89
90	Federal 5307	-	-	-	80,000	100,000	20,000	25%	90
91	Federal ARRA Funds	55,510	-	-	-	-	-		91
92	Transfers from Other Funds	24,141	-	-	-	-	-		92
93	Revenues/Resources Total	79,651	-	-	100,000	125,000	25,000	25%	93
94	Personnel services	8,966	-	1,602	-	-	-		94
95	Materials and Services								95
96	Other Professional & Technical	31,001	-	-	-	-	-		96
97	Capital Outlay								97
98	Software	39,684	-	-	100,000	125,000	25,000	25%	98
99	Expenses/Requirements Total	79,651	-	1,602	100,000	125,000	25,000	25%	99
100	Operating Revenue/Resources less								
100	Operating Expenses/Requirements	-	-	(1,602)	-	-	-		100
101	Beginning Working Capital	20,000	20,000	26,602	-	-	-		101
102	Ending Working Capital	20,000	20,000	25,000	-	-	-		102

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change
103	Call Center Phones							103
104	Federal 5310 Funds Through State	24,117	-	-	-	-	-	104
105	Transfers from Other Funds	16,930	-	-	-	-	-	105
106	Revenues/Resources Total	41,047	-	-	-	-	-	106
107	Personnel services	9,109	1,900	1,073	-	-	-	107
108	Materials and Services							108
109	Advertising Fees	-	352	-	-	-	-	109
110	Legal Services	-	495	-	-	-	-	110
111	Parts, equipment & tools	11,746	-	-	-	-	-	111
112	Materials and Services Total	11,746	847	-	-	-	-	112
113	Capital Outlay							113
114	Equipment	-	-	5,813	-	-	-	114
115	Software	1,500	33,366	25,004	-	-	-	115
116	Hardware	18,692	-	-	-	-	-	116
117	Capital Outlay Total	20,192	33,366	30,817	-	-	-	117
118	Expenses/Requirements Total	41,047	36,113	31,890	-	-	-	118
	Operating Revenue/Resources less							
119	Operating Expenses/Requirements	-	(36,113)	(31,890)	-	-	-	119
120	Beginning Working Capital	-	36,113	31,890	-	-	-	120
121	Ending Working Capital	-	-	-	-	-	-	121

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
122	Technology Equipment								122
123	Beginning Working Capital	-	-	-	45,000	97,000	52,000	116%	123
124	Federal New Freedom	-	15,547	-	-	-	-		124
125	Federal 5307	-	-	16,000	40,000	60,000	20,000	50%	125
126	Transfers from Other Funds	16,752	-	-	-	75,000	75,000		126
127	Revenues/Resources Total	16,752	15,547	16,000	85,000	232,000	147,000	173%	127
128	Personnel services	-	-	1,443	-	-			128
129	Capital Outlay								129
130	Equipment	-	-	-	30,000	110,000	80,000	267%	130
131	Hardware	16,752	18,734	48,736	55,000	82,000	27,000	49%	131
132	Software	-	20,036	-	-	40,000	40,000		132
133	Capital Outlay Total	16,752	38,770	48,736	85,000	232,000	147,000	173%	133
134	Expenses/Requirements Total	16,752	38,770	50,179	85,000	232,000	147,000	173%	134
	Operating Revenue/Resources less								
135	Operating Expenses/Requirements	-	(23,223)	(34,179)	-	-	-		135
136	Beginning Working Capital	-	68,223	131,179	-	-	-		136
137	Ending Working Capital	-	45,000	97,000	-	-	-		137

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change
138	CH2 Remediation							138
139	FEDERAL 5339 FUNDS	611,444	-	-	-	-	-	139
140	Lottery Backed Bonds Grant	3,500,000	-	-	-	-	-	140
141	Interest on Investments	2,941	-	-	-	-	-	141
142	Transfers from Other Funds	-	10,322	-	-	-	-	142
143	Revenues/Resources Total	4,114,385	10,322	-	-	-	-	143
144	Materials and Services							144
145	Other Professional & Technical	99	-	-	-	-	-	145
146	Contract Maintenance Services	-	905	-	-	-	-	146
147	Parts, equipment & tools	536	-	-	-	-	-	147
148	Other Misc. Expenses	3,666	-	-	-	-	-	148
149	Materials and Services Total	4,301	905	-	-	-	-	149
150	Capital Outlay							150
151	Buildings & Improvements	4,829,786	24,035	-	-	-	-	151
152	Furniture	298,078	23,481	-	-	-	-	152
153	Hardware	50,144	708	-	-	-	-	153
154	Capital Outlay Total	5,178,008	48,224	-	-	-	-	154
155	Expenses/Requirements Total	5,182,309	49,129	-	-	-	-	155
156	Operating Revenue/Resources less							
156	Operating Expenses/Requirements	(1,067,924)	(38,807)	-	-	-	-	156
157	Beginning Working Capital	1,106,731	38,807	-	-	-	-	157
158	Ending Working Capital	38,807	-	-	-	-	-	158

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
159	<u>CH2 Improvements</u>								159
160	Beginning Working Capital	-	-	-	35,000	-	(35,000)	-100%	160
161	Federal 5307	-	-	-	40,000	-	(40,000)	-100%	161
162	Revenues/Resources Total	-	-	-	75,000	-	(75,000)	-100%	162
163	Buildings & Improvements	-	-	-	75,000	-	(75,000)	-100%	163
	Operating Revenue/Resources less								
164	Operating Expenses/Requirements	-	-	-	-	-	-		164
165	Beginning Working Capital	-	35,000	-	-	-	-		165
166	Ending Working Capital	-	35,000	-	-	-	-		166

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Transportation Development Capital Projects		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Year-End Estimate	FY2015-16 Budget	FY2016-17 Adopted Budget*	Change from FY2015-16 Budget	Percent Change	
167	CH2 Lease Space Improvements								167
168	Beginning Working Capital	-	-	-	50,000	-	(50,000)	-100%	168
169	Transfers from Other Funds	87,003	-	-	-	-	-		169
170	Revenues/Resources Total	87,003	-	-	50,000	-	(50,000)	-100%	170
171	Materials and Services								171
172	Legal Services	23	-	23	-	-	-		172
173	Contract Maintenance Services	-	-	-	-	-	-		173
174	Materials and Services Total	23	-	23	-	-	-		174
175	Buildings & Improvements	86,980	6,345	30,651	50,000	-	(50,000)	-100%	175
176	Expenses/Requirements Total	87,003	6,345	30,674	50,000	-	(50,000)	-100%	176
	Operating Revenue/Resources less								
177	Operating Expenses/Requirements	-	(6,345)	(30,674)	-	-	-		177
178	Beginning Working Capital	-	56,345	30,674	-	-	-		178
179	Ending Working Capital	-	50,000	-	-	-	-		179
180	Total Transportation Development Capital Projects	5,774,862	687,961	1,413,436	5,510,461	5,438,300	(72,161)	-1%	180
181	Total Reserved Working Capital	-	-	-	2,683,589	1,563,400	(1,120,189)	-42%	181

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
Operations Capital Projects	Actual	Actual	Year-End Estimate	Budget	Adopted Budget*	FY2015-16 Budget	Change	
1 Del Webb Facility Improvements								1
2 Beginning Working Capital	-	-	-	153,000	101,500	(51,500)	-34%	2
3 Federal JARC	28,794	17	-	-	-	-		3
4 Federal 5307	-	23,665	17,783	612,000	400,000	(212,000)	-35%	4
5 Federal 5309 Funds	4,151	-	-	-	-	-		5
6 Miscellaneous	3,000	-	-	-	-	-		6
7 Transfers from Other Funds	153,978	49,756	-	-	-	-		7
8 Revenues/Resources Total	189,923	73,438	17,783	765,000	501,500	(263,500)	-34%	8
9 Personnel services	179	2,129	8,086	-	1,500	1,500		9
10 Materials and Services								10
11 Other Professional & Technical	-	145	-	-	-	-		11
12 Advertising Fees	-	660	-	-	-	-		12
13 Legal Services	-	2,340	1,170	-	-	-		13
14 Materials and Services Total	-	3,145	1,170	-	-	-		14
15 Capital Outlay								15
16 Buildings & Improvements	153,470	52,641	10,323	226,000	211,000	(15,000)	-7%	16
17 Equipment	26,886	33,244	2,650	439,000	74,000	(365,000)	-83%	17
18 Furniture	9,388	19,356	-	100,000	100,000	-	0%	18
19 Capital Outlay Total	189,744	105,241	12,973	765,000	385,000	(380,000)	-50%	19
20 Reserved Working Capital	-	-	-	-	115,000	115,000		20
21 Expenses/Requirements Total	189,923	110,515	22,229	765,000	501,500	(263,500)	-34%	21
Operating Revenue/Resources less								
22 Operating Expenses/Requirements	-	(37,077)	(4,446)	-	-	-		22
23 Beginning Working Capital	290,079	290,079	105,946	-	-	-		23
24 Ending Working Capital	290,079	253,002	101,500	-	-	-		24

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent
Operations Capital Projects	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change
			Estimate		Budget*	Budget	
25 ADA Assessment Center							25
26 Federal New Freedom	-	2,466	3,768	-	-	-	26
27 Personnel services	-	163	-	-	-	-	27
28 Advertising Fees	-	612	-	-	-	-	28
29 Legal Services	-	23	-	-	-	-	29
30 Other Professional & Technical	-	-	418	-	-	-	30
31 Furniture	-	-	750	-	-	-	31
32 Hardware	-	2,086	3,542	-	-	-	32
33 Expenses/Requirements Total	-	2,884	4,710	-	-	-	33
Operating Revenue/Resources less							
34 Operating Expenses/Requirements	-	(418)	(942)	-	-	-	34
35 Beginning Working Capital	-	1,360	942	-	-	-	35
36 Ending Working Capital	-	942	-	-	-	-	36

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
Operations Capital Projects			Estimate		Budget*	Budget		
37 Cherriots Revenue Vehicles								37
38 Beginning Working Capital	-	-	-	2,228,020	2,160,000	(68,020)	-3%	38
39 Federal STP Funds	-	-	-	232,000	1,898,500	1,666,500	718%	39
40 FEDERAL 5339 FUNDS	-	-	-	-	1,943,500	1,943,500		40
41 Federal 5307	-	-	-	-	1,123,800	1,123,800		41
42 Federal OR95-X018	-	-	229,619	296,917	-	(296,917)	-100%	42
43 Transfers from Other Funds	1,000,000	-	-	-	-	-		43
44 Revenues/Resources Total	1,000,000	-	229,619	2,756,937	7,125,800	4,368,863	158%	44
45 Personnel services	-	192	7,640	-	-	-		45
46 Advertising Fees	-	-	1,763	-	-	-		46
47 Legal Services	-	990	1,193	-	-	-		47
48 Other Professional & Technical	-	-	304	-	-	-		48
49 Vehicles and Equipment	-	-	245,000	258,553	5,950,000	5,691,447	2201%	49
50 Reserved Working Capital	-	-	-	2,498,384	1,175,800	(1,322,584)	-53%	50
51 Expenses/Requirements Total	-	1,182	255,900	2,756,937	7,125,800	4,368,863	158%	51
Operating Revenue/Resources less								
52 Operating Expenses/Requirements	1,000,000	(1,182)	(26,281)	-	-	-		52
53 Beginning Working Capital	1,575,016	2,267,974	2,186,300	-	-	-		53
54 Ending Working Capital	2,575,016	2,266,792	2,160,019	-	-	-		54

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
Operations Capital Projects			Estimate		Budget*	Budget		
55 <u>CherryLift Revenue Vehicles</u>								55
56 Beginning Working Capital	-	-	-	85,419	166,300	80,881	95%	56
57 Federal 5310 Funds Through State	128,915	-	-	-	-	-		57
58 Federal 5309 Funds	-	161,865	-	417,045	417,100	55	0%	58
59 Insurance Settlement	-	22,557	29,942	-	-	-		59
60 Transfers from Other Funds	15,069	-	-	-	52,000	52,000		60
61 Revenues/Resources Total	143,984	184,422	29,942	502,464	635,400	132,936	26%	61
62 Personnel services	-	-	963	-	-	-		62
63 Vehicles and Equipment	143,984	196,896	-	502,464	635,400	132,936	26%	63
64 Expenses/Requirements Total	143,984	196,896	963	502,464	635,400	132,936	26%	64
Operating Revenue/Resources less								
65 Operating Expenses/Requirements	-	(12,474)	28,979	-	-	-		65
66 Beginning Working Capital	97,893	97,893	137,321	-	-	-		66
67 Ending Working Capital	97,893	85,419	166,300	-	-	-		67
68 <u>CARTS Revenue Vehicles</u>								68
69 Federal 5310 Funds Through State	3,908	-	-	224,325	224,300	(25)	0%	69
70 State STF Funds	-	-	-	264,555	264,600	45	0%	70
71 Transfers from Other Funds	447	-	-	-	-	-		71
72 Revenues/Resources Total	4,355	-	-	488,880	488,900	20	0%	72
73 Personnel services	-	-	788	-	-	-		73
74 Vehicles and Equipment	4,355	-	-	488,880	488,900	20	0%	74
75 Expenses/Requirements Total	4,355	-	788	488,880	488,900	20	0%	75
Operating Revenue/Resources less								
76 Operating Expenses/Requirements	-	-	(788)	-	-	-		76
77 Beginning Working Capital	-	-	788	-	-	-		77
78 Ending Working Capital	-	-	-	-	-	-		78

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
Operations Capital Projects			Estimate		Budget*	Budget		
79 <u>Nonrevenue Vehicles</u>								79
80 Transfers from Other Funds	128,772	5,219	-	-	-	-		80
81 Non-Revenue Vehicles & Related Equip	128,772	80,219	-	-	-	-		81
82 <u>Technology Equipment</u>								82
83 Beginning Working Capital	-	-	-	28,600	25,000	(3,600)	-13%	83
84 Federal 5307	-	-	14,000	114,400	100,000	(14,400)	-13%	84
85 Revenues/Resources Total	-	-	14,000	143,000	125,000	(18,000)	-13%	85
86 Capital Outlay								86
87 Equipment	-	-	17,500	68,000	50,000	(18,000)	-26%	87
88 Software - Incident Reporting Software	-	-	-	75,000	75,000	-	0%	88
89 Capital Outlay Total	-	-	17,500	143,000	125,000	(18,000)	-13%	89
Operating Revenue/Resources less								
90 Operating Expenses/Requirements	-	-	(3,500)	-	-	-		90
91 Beginning Working Capital	28,600	28,600	28,500	-	-	-		91
92 Ending Working Capital	28,600	28,600	25,000	-	-	-		92

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

	FY2013-14	FY2014-15	FY2015-16	FY2015-16	FY2016-17	Change from	Percent	
	Actual	Actual	Year-End	Budget	Adopted	FY2015-16	Change	
Operations Capital Projects			Estimate		Budget*	Budget		
93 CH2 Improvements								93
94 Beginning Working Capital	-	-	-	-	10,000	(25,000)	-71%	94
95 Federal 5307	-	-	-	-	40,000	-	0%	95
96 Revenues/Resources Total	-	-	-	-	50,000	(25,000)	-33%	96
97 Buildings & Improvements	-	-	-	-	50,000	(25,000)	-33%	97
Operating Revenue/Resources less								
98 Operating Expenses/Requirements	-	-	-	-	-	-		98
99 Beginning Working Capital	-		10,000	-	-	-		99
100 Ending Working Capital	-	-	10,000	-	-	-		100
101 Total Operations Capital Projects	467,034	391,696	302,090	2,157,897	7,635,800	5,477,903	254%	101
102 Total Reserved Working Capital	-	-	-	2,498,384	1,290,800	(1,207,584)	-48%	102

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

Salem Area Mass Transit District
10-Year Capital Plan

	FY2016-17	FY2017-18	FY2018-19	FY2019-20	FY2020-21
Shop equipment	330,500	625,000	100,000	100,000	100,000
Del Webb Facility	158,000	75,000	75,000	75,000	75,000
Revenue Vehicles					
Cherriots	5,950,000	890,000	960,000	1,920,000	1,920,000
Cherrylift	635,400	502,000	502,000	-	502,000
Redline	-	251,000	-	-	251,000
CARTS	488,900	488,000	-	488,000	-
Support Vehicles	-	110,000	80,000	110,000	80,000
Transit Centers	3,200,500	2,250,000	-	-	-
Bus Stops & Shelters	1,721,000	600,000	750,000	-	-
CH2 Improvements	50,000	-	-	-	-
Intelligent Transportation Systems	35,000	1,500,000	150,000	150,000	150,000
Business Intelligence	125,000	-	-	-	-
Technology Equipment	671,000	100,000	100,000	100,000	100,000
Administration	57,800	160,000	160,000	160,000	160,000
Administration Equipment	-	25,000	25,000	25,000	25,000
Total	13,423,100	7,576,000	2,902,000	3,128,000	3,363,000

	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26
Shop equipment	100,000	100,000	100,000	100,000	100,000
Del Webb Facility	75,000	75,000	75,000	75,000	75,000
Revenue Vehicles					
Cherriots	-	3,360,000	3,360,000	-	-
Cherrylift	-	502,000	-	502,000	-
Redline	-	-	-	251,000	-
CARTS	488,000	-	488,000	-	488,000
Support Vehicles	110,000	80,000	110,000	80,000	110,000
Intelligent Transportation Systems	150,000	150,000	150,000	150,000	150,000
Technology Equipment	100,000	100,000	100,000	100,000	100,000
Administration	160,000	160,000	160,000	160,000	160,000
Administration Equipment	25,000	25,000	25,000	25,000	25,000
Total	1,208,000	4,552,000	4,568,000	1,443,000	1,208,000



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Capital Improvement- Bus Useful Life Schedule

Cherriots



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
24	Orion 7	35'	CNG	24											
10	Orion 7	40'	CNG			2	8								
18	Gillig	35'	Bio-Diesel							14			4		
12	Gillig	40'	Bio-Diesel										12		

CARTS



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
5	Startrans	25'	Gas			3	2								
5	Freightliner	34'	Diesel	2		3									
4	International	36'	Diesel	2						2					
1	International	34'	Hybrid							1					

Capital Improvement- Bus Useful Life Schedule

CherryLift



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
6	Champion	25'	Diesel	6											
1	Uplander	14'	Gas	1											
27	Starcraft	26'	Gas	10		17									
4	Arboc	22'	Gas					4							
7	MV-1									7					

REDLine



Quantity	Make	Bus Size	Fuel Type	Past Useful Life	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
3	Startrans	25'	Gas	2	1										
2	Caravan	18'	Gas	2											



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Department FTE Count – Summary, Detail & By Fund

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Summary Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
1	General Manager	2.0	2.0	2.0	2.0	1
2	Administration					2
3	Human Resources	4.5	4.6	4.1	4.1	3
4	Human Resources Safety	1.0	1.0	1.0	1.0	4
5	Finance	6.2	6.5	6.7	7.7	5
6	Administration Total	11.7	12.1	11.8	12.8	6
7	Communication					7
8	Marketing and Communication	3.0	3.0	3.0	3.0	8
9	Customer Service	6.0	6.1	6.0	5.8	9
10	Communication Total	9.0	9.1	9.0	8.8	10
11	Transportation Development Division					11
12	Transportation Development Administration	4.9	3.7	4.5	5.6	12
13	Information Technology	3.2	4.4	4.9	5.0	13
14	Transportation Development Division Total	8.1	8.1	9.4	10.6	14
15	Operations Division					15
16	Operations Administration	3.4	3.0	3.2	3.2	16
17	Vehicle Maintenance	24.3	24.4	24.1	24.3	17
18	Facility Maintenance	6.0	6.0	6.0	6.1	18
19	Security	1.0	1.0	1.0	1.0	19
20	Cherriots Fixed Route Service	106.0	110.0	110.0	112.0	20
21	Operations Division Total	140.7	144.4	144.3	146.6	21
22	General Administration	0.7	-	-	-	22
23	Total General Fund	172.2	175.7	176.5	180.8	23

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

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

Department FTE Summary Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*
24	Transportation Programs Fund				24
25	CherryLift	2.6	3.5	3.4	3.1 25
26	RED Line	-	0.1	0.3	0.3 26
27	CARTS	0.9	1.6	1.5	1.5 27
28	DMAP	2.0	1.9	1.8	1.8 28
29	Trip Link Call Center	0.3	0.7	0.6	0.6 29
30	Mobility Management/Travel Trainer	1.3	2.7	1.8	1.9 30
31	Special Transportation Coordination	0.6	0.1	0.4	0.3 31
32	Rideshare	2.0	2.0	2.0	2.5 32
33	Transportation Programs Fund Total	9.7	12.6	11.8	12.0 33
34	Capital Project Fund	0.6	1.4	1.2	3.2 34
35	District Wide	182.5	189.7	189.5	196.0 35

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
1	General Fund					1
2	General Manager					2
3	General Manager	1.0	1.0	1.0	1.0	3
4	Executive Assistant	1.0	1.0	1.0	1.0	4
5	Administration					5
6	Human Resources					6
7	Director of Administration	1.0	1.0	1.0	1.0	7
8	Human Resources Specialist	1.0	1.0	1.0	1.0	8
9	Human Resources Assistant-Reception	1.0	0.9	0.9	0.9	9
10	Receptionist	1.5	1.7	1.2	1.2	10
11	Total Human Resources	4.5	4.6	4.1	4.1	11
12	Human Resources Safety					12
13	Safety & Loss Control Specialist	1.0	1.0	1.0	1.0	13
14	Finance					14
15	Finance Manager	1.0	1.0	1.0	1.0	15
16	Accountant	1.0	1.0	0.9	1.0	16
17	Grants Administrator	0.9	1.0	1.0	1.0	17
18	Contract/Procurement Specialist	0.6	0.8	0.8	0.8	18
19	Contract/Procurement Analyst	-	-	-	0.9	19
20	Accounting Specialist	0.7	0.7	0.7	0.7	20
21	Accounting Technician	1.0	1.0	1.0	1.0	21
22	Payroll Specialist	1.0	1.0	1.0	1.0	22
23	Receptionist	-	-	0.3	0.3	23
24	Total Finance	6.2	6.5	6.7	7.7	24
25	Communication					25
26	Marketing and Communication					26

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
27	Director of Communication	-	-	-	1.0	27
28	Community Relations Officer	1.0	1.0	1.0	-	28
29	Marketing & Communication Coordinator	1.0	1.0	1.0	1.0	29
30	Marketing & Communication Representative	1.0	1.0	1.0	1.0	30
31	Total Marketing and Communication	3.0	3.0	3.0	3.0	31
32	Customer Service					32
33	Customer Service Manager	-	-	-	0.8	33
34	Customer Service Supervisor	1.0	0.9	0.8	-	34
35	Customer Service Representative	5.0	5.0	5.0	5.0	35
36	Outreach Representative	-	0.2	0.1	-	36
37	Total Customer Service	6.0	6.1	5.9	5.8	37
38	Transportation Development					38
39	Transportation Development Administration					39
40	Director of Transportation Development	1.0	0.9	1.0	1.0	40
41	Strategic Planning & Technology Services Manager	0.5	-	-	-	41
42	Information Technology Manager	-	-	-	0.1	42
43	Database Administrator	-	-	-	0.3	43
44	Mobility Coordinator	-	-	0.1	-	44
45	Planning Analyst	1.0	1.0	1.0	0.9	45
46	Planning and Development Specialist	0.5	-	-	-	46
47	Planning Technician	-	-	1.0	0.9	47
48	Senior Planner	-	-	-	0.9	48
49	Long-Range Planning Analyst	1.0	0.9	0.7	0.7	49
50	Administrative Assistant	0.9	0.9	0.7	0.8	50
51	Total Transportation Development Administration	4.9	3.7	4.5	5.6	51
52	Information Technology					52

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
53	Strategic Planning & Technology Services Manager	0.5	0.9	0.9	-	53
54	Information Technology Manager	-	-	-	0.8	54
55	Network Administrator	0.9	0.9	0.9	0.9	55
56	Intelligent Transportation Systems Administrator	-	-	0.5	0.9	56
57	Database Administrator	-	1.0	1.0	0.6	57
58	Technology Services Support Analyst	1.8	1.6	1.6	1.8	58
59	Total Information Technology	3.2	4.4	4.9	5.0	59
60	Operations					60
61	Operations Administration					61
62	Chief Operating Officer	0.9	0.7	0.9	0.9	62
63	Fixed Route Operations Manager	1.0	1.0	1.0	1.0	63
64	Contracted Transportation Manager	0.1	0.1	0.2	0.2	64
65	Medical Transportation Administrator	0.2	0.1	0.1	-	65
66	Mobility Coordinator	0.3	0.1	-	0.1	66
67	Administrative Assistant	0.9	1.0	1.0	1.0	67
68	Total Operations Administration	3.4	3.0	3.2	3.2	68
69	Vehicle Maintenance					69
70	Maintenance Manager	0.9	1.0	1.0	1.0	70
71	Vehicle Maintenance Supervisor	1.8	1.8	1.8	1.8	71
72	Maintenance Training Supervisor	1.0	1.0	1.0	1.0	72
73	Administrative Assistant	1.0	1.0	1.0	1.0	73
74	Purchasing Agent	1.0	1.0	1.0	1.0	74
75	Intelligent Transportation Systems Administrator	-	1.0	0.5	-	75
76	Journey Mechanic	7.5	7.6	7.6	7.9	76
77	Parts & Supplies Clerk	1.0	0.8	1.0	0.9	77
78	Service Technician	4.1	4.1	4.1	4.4	78

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
79	Service Worker	6.0	5.1	5.1	5.3	79
80	Total Vehicle Maintenance	24.3	24.4	24.1	24.3	80
81	Facility Maintenance					81
82	Facilities Maintenance Supervisor	1.0	1.0	1.0	1.0	82
83	Facilities Maintenance Worker	5.0	5.0	5.0	5.1	83
84	Security					84
85	Security Coordinator	1.0	1.0	1.0	1.0	85
86	Cherriots Fixed Route Service					86
87	Operations Supervisor	8.0	8.0	8.0	8.0	87
88	Operations Training Supervisor	-	1.0	1.0	1.0	88
89	Transit Operator	98.0	101.0	101.0	103.0	89
90	Total Cherriots Fixed Route Service	106.0	110.0	110.0	112.0	90
91	General Administration					91
92	Capital Projects Manager	0.5	-	-	-	92
93	Contracts/Procurement Specialist	0.1	-	-	-	93
94	Network Administrator	0.1	-	-	-	94
95	Total General Administration	0.7	-	-	-	95
96	Total General Fund	172.2	175.7	176.5	180.8	96
97						97
98	Transportation Programs Fund					98
99	CherryLift					99
100	Chief Operating Officer	-	0.1	0.1	-	100
101	Maintenance Manager	0.1	-	-	-	101
102	Vehicle Maintenance Supervisor	-	0.1	0.1	0.1	102
103	Contracted Transportation Manager	0.3	0.6	0.7	0.7	103
104	Customer Service Manager	-	-	-	0.1	104

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
105	Intelligent Transportation Systems Administrator	-	-	-	0.1	105
106	Outreach Representative	0.4	-	-	-	106
107	Mobility Coordinator	-	0.1	0.1	0.1	107
108	Accounting Specialist	0.1	-	0.1	-	108
109	Administrative Assistant	0.2	0.6	0.5	0.5	109
110	Journey Mechanic	0.9	0.8	0.8	0.6	110
111	Parts & Supplies Clerk	-	0.2	-	0.1	111
112	Service Technician	0.6	0.5	0.5	0.4	112
113	Service Worker	-	0.5	0.5	0.4	113
114	Total CherryLift	2.6	3.5	3.4	3.1	114
115	RED Line					115
116	Contracted Transportation Manager	-	0.1	-	-	116
117	Journey Mechanic	-	-	0.1	0.1	117
118	Service Technician	-	-	0.1	-	118
119	Service Worker	-	-	0.1	0.1	119
120	Total RED Line	-	0.1	0.3	0.2	120
121	CARTS					121
122	Vehicle Maintenance Supervisor	-	0.1	0.1	0.1	122
123	Strategic Planning & Technology Services Manager	-	-	0.1	-	123
124	Long-Range Planning Analyst	-	0.1	0.1	0.1	124
125	Administrative Assistant	-	-	0.1	0.1	125
126	Senior Planner	-	-	-	0.1	126
127	Planning Technician	-	-	-	0.1	127
128	Planning Analyst	-	-	-	0.1	128
129	Journey Mechanic	0.6	0.6	0.5	0.4	129
130	Service Technician	0.3	0.4	0.3	0.2	130

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*	
131	Service Worker	-	0.4	0.3	0.2	131
132	Total CARTS	0.9	1.6	1.5	1.4	132
133	DMAP					133
134	Chief Operating Officer	0.1	0.1	-	0.1	134
135	Contracted Transportation Manager	0.6	0.2	0.1	0.1	135
136	Medical Transportation Administrator	0.4	0.9	0.9	1.0	136
137	Human Resources Assistant I	-	0.1	0.1	0.1	137
138	Accountant	-	-	0.1	-	138
139	Accounting Specialist	0.1	0.2	0.1	0.2	139
140	Administrative Assistant	0.8	0.4	0.5	0.5	140
141	Total DMAP	2.0	1.9	1.8	2.0	141
142	Trip Link Call Center					142
143	Strategic Planning & Technology Services Manager	-	0.1	-	-	143
144	Information Technology Manager	-	-	-	0.1	144
145	Technology Services Support Analyst	0.2	0.4	0.3	0.2	145
146	Database Administrator	-	-	-	0.1	146
147	Network Administrator	-	0.1	0.1	0.1	147
148	Support Analyst	-	-	0.1	-	148
149	Accounting Specialist	0.1	0.1	0.1	0.1	149
150	Total Administrative Assistant	0.3	0.7	0.6	0.6	150
151	Mobility Management/Travel Trainer					151
152	Outreach Representative	0.6	1.8	0.9	1.0	152
153	Mobility Coordinator	0.7	0.8	0.8	0.8	153
154	Customer Service Manager	-	-	-	0.1	154
155	Customer Service Supervisor	-	0.1	0.1	-	155
156	Total Mobility Management/Travel Trainer	1.3	2.7	1.8	1.9	156

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

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Department FTE Detail Count		FY2013-14 Actual	FY2014-15 Actual	FY2015-16 Budget	FY2016-17 Adopted Budget*
157	<u>Special Transportation Coordination</u>				157
158	Medical Transportation Administrator	0.4	-	-	- 158
159	Grants Administrator Financial Analyst	0.1	-	-	- 159
160	Long-Range Planning Analyst	-	-	0.2	0.2 160
161	Administrative Assistant	0.1	0.1	0.2	0.1 161
162	<u>Total Special Transportation Coordination</u>	0.6	0.1	0.4	0.3 162
163	<u>Rideshare</u>				163
164	Rideshare & Outreach Coordinator	1.0	1.0	1.0	1.0 164
165	Rideshare Specialist	1.0	1.0	1.0	1.0 165
166	Rideshare Assistant	-	-	-	0.5 166
167	<u>Total Rideshare</u>	2.0	2.0	2.0	2.5 167
168					168
169	<u>Total Transportation Programs Fund</u>	9.7	12.6	11.8	12.0 169
170					170
171	<u>Capital Project Fund</u>				171
172	Capital Projects Manager	0.5	1.0	1.0	1.0 172
173	Chief Operating Officer	-	0.1	-	- 173
174	Contract/Procurement Specialist	0.1	0.2	0.2	0.2 174
175	Contract Coordinator	-	-	-	0.1 175
176	Facilities Maintenance Worker	-	-	-	1.9 176
177	Director of Transportation Development	-	0.1	-	- 177
178	<u>Total Capital Project Fund</u>	0.6	1.4	1.2	3.2 178
179					- 179
180	<u>District Wide</u>	182.5	189.7	189.5	196.0 180

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

FTE By Fund		General Fund	Transportation Programs Fund	Capital Project Fund	Total	
1	Accountant	1.0	-	-	1.0	1
2	Accounting Specialist	0.7	0.3	-	1.0	2
3	Accounting Technician	1.0	-	-	1.0	3
4	Administrative Assistant	2.8	1.2	-	4.0	4
5	Capital Projects Manager	-	-	1.0	1.0	5
6	Chief Operating Officer	0.9	0.1	-	1.0	6
7	Contract/Procurement Analyst	0.9	-	0.1	1.0	7
8	Contract/Procurement Specialist	0.8	-	0.2	1.0	8
9	Contracted Transportation Manager	0.2	0.8	-	1.0	9
10	Customer Service Representative	5.0	-	-	5.0	10
11	Customer Service Manager	0.8	0.2	-	1.0	11
12	Database Administrator	0.9	0.1	-	1.0	12
13	Director of Administration	1.0	-	-	1.0	13
14	Director of Communication	1.0	-	-	1.0	14
15	Director of Transportation Development	1.0	-	-	1.0	15
16	Executive Assistant	1.0	-	-	1.0	16
17	Facilities Maintenance Supervisor	1.0	-	-	1.0	17
18	Facilities Maintenance Worker	5.1	-	1.9	7.0	18
19	Finance Manager	1.0	-	-	1.0	19
20	Fixed Route Operations Manager	1.0	-	-	1.0	20
21	General Manager	1.0	-	-	1.0	21
22	Grants Administrator/Financial Analyst	1.0	-	-	1.0	22
23	Human Resources Assistant-Reception	0.9	0.1	-	1.0	23
24	Human Resources Specialist	1.0	-	-	1.0	24
25	Information Technology Manager	0.9	0.1	-	1.0	25
26	Intelligence Transportation Systems Administrator	0.9	0.1	-	1.0	26
27	Journey Mechanic	7.9	1.1	-	9.0	27
28	Long-Range Planning Analyst	0.7	0.3	-	1.0	28

Salem Area Mass Transit District
 Adopted Budget - Fiscal Year 2016-17

FTE By Fund		General Fund	Transportation Programs Fund	Capital Project Fund	Total	
29	Maintenance Manager	1.0	-	-	1.0	29
30	Maintenance Training Supervisor	1.0	-	-	1.0	30
31	Marketing & Communication Coordinator	1.0	-	-	1.0	31
32	Marketing & Communication Representative	1.0	-	-	1.0	32
33	Medical Transportation Administrator	-	1.0	-	1.0	33
34	Mobility Coordinator	0.1	0.9	-	1.0	34
35	Network Administrator	0.9	0.1	-	1.0	35
36	Operations Supervisor	8.0	-	-	8.0	36
37	Operations Training Coordinator	1.0	-	-	1.0	37
38	Outreach Representative	-	1.0	-	1.0	38
39	Parts & Supplies Clerk	0.9	0.1	-	1.0	39
40	Payroll Specialist	1.0	-	-	1.0	40
41	Planning Analyst	0.9	0.1	-	1.0	41
42	Planning Technician	0.9	0.1	-	1.0	42
43	Purchasing Agent	1.0	-	-	1.0	43
44	Receptionist	1.5	-	-	1.5	44
45	Rideshare Assistant	-	-	0.5	0.5	45
46	Rideshare & Outreach Coordinator	-	1.0	-	1.0	46
47	Rideshare Representative	-	1.0	-	1.0	47
48	Safety & Loss Control Specialist	1.0	-	-	1.0	48
49	Security Coordinator	1.0	-	-	1.0	49
50	Senior Planner	0.9	0.1	-	1.0	50
51	Service Technician	4.4	0.6	-	5.0	51
52	Service Worker	5.3	0.7	-	6.0	52
53	Technology Services Support Analyst	1.8	0.2	-	2.0	53
54	Transit Operator	103.0	-	-	103.0	54
55	Vehicle Maintenance Supervisor	1.8	0.2	-	2.0	55
56	District Wide	180.8	11.5	3.7	196.0	56

Retirement Contribution Rates

Salem Area Mass Transit District
Adopted Budget - Fiscal Year 2016-17

Defined Benefit Retirement Plan for Bargaining Unit Employees	2011 Results	2013 Results
Normal Cost	9.1%	9.1%
Amortization of UAAL	13.3%	15.5%
Total Recommended Defined Benefit Plan Contribution as Percent of Pay	22.4%	24.6%

Defined Benefit Retirement Plan for Non-Bargaining Unit Employees	2011 Results	2013 Results
Normal Cost	2.1%	1.8%
Amortization of UAAL	10.5%	9.4%
Total Recommended Defined Benefit Plan Contribution as Percent of Pay	12.6%	11.2% *

Defined Contribution Retirement Plan for Non-Bargaining Unit Employees	Rate
Normal Cost	10.0%

* District continued to contribute at the 12.6% rate

Source: July 1, 2013 Actuarial Valuations prepared by Milliman

Miscellaneous Information

Budget Committee Members

BUDGET COMMITTEE
Salem Area Mass Transit District
As of April 20, 2016

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #1

STEVE EVANS

1936 Orchard Heights Rd.
Salem, OR 97304-2507

Term Expires 06/30/19

E.M. EASTERLY

775 Fir Gardens St. NW
Salem, OR 97304

Appointed 12-11-14;
Appointment Expires 06/30/17

Subdistrict #2

COLLEEN BUSCH

4064 Noon Ave. NE
Keizer OR 97303

Term Expires 06/30/17

MICHAEL DEBLASI

1191 Mandarin St. NE
Keizer, OR 97303

Appointed 02/25/16;
Appointment Expires 06/30/18

Subdistrict #3

KATHY LINCOLN

3291 Willamette Dr. N
Keizer, OR 97303-6045

Term Expires 06/30/19

DERIK E. MILTON

2517 Dan Ave. NW
Salem, OR 97304-4252

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

BUDGET COMMITTEE
Salem Area Mass Transit District
As of April 20, 2016

BOARD MEMBERS

CITIZEN MEMBERS

Subdistrict #4

JOHN HAMMILL

4372 Vernon Loop NE
Salem, OR 97305

Term Expires 06/30/17

BILL HOLMSTROM, Chair 2015

145 Liberty St. NE, Suite 201
Salem, OR 97301

Appointed 09/27/09; Reappointed 09/27/12;
10/22/15; Appointment Expires 06/30/18

Subdistrict #5

JERRY THOMPSON

4930 State St.
Salem, OR 97301-5244

Term Expires 06/30/19

HERSCH SANGSTER, Secretary

832 Maine Ave.
Keizer, OR 97303

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

Subdistrict #6

ROBERT KREBS

3435 Bluff Ave. SE
Salem, OR 97302

Term Expires 06/30/17

SCOTT BASSETT

2243 Wildwood Dr. SE
Salem, OR 97304

Appointed 01/22/15;
Appointment Expires 06/30/17

BUDGET COMMITTEE
Salem Area Mass Transit District
As of April 20, 2016

BOARD MEMBERS	CITIZEN MEMBERS
----------------------	------------------------

Subdistrict #7

MARCIA KELLEY
396 Washington St. S
Salem, OR 97302-5149

Term Expires 06/30/19

SHERONNE BLASI
2375 Summer St. SE
Salem, OR 97302

Appointed 03/26/15
Appointment Expires 06/30/17

BUDGET OFFICER

ALLAN POLLOCK
General Manager/CEO
Salem Area Mass Transit District
555 Court St. NE, Suite 5230
Salem, OR 97301-3980

Phone: (503) 588-2424
Fax: (503) 566-3933
Email: allan.pollock@cherriots.org
or Board@cherriots.org



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Budget Calendar

Salem Area Mass Transit District Budget Calendar Fiscal Year 2015-2016

Day	Responsible	Date	Time	Activity
Thursday	Finance	October 23, 2014	6:30 PM	Board adopts FY 2015-2016 budget calendar
Mon - Fri	Finance	Week of April 13, 2015		Publish First Notice of Budget Committee Meeting (10-30 Days)
Mon - Fri	Finance	Week of April 20, 2015		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	May 1, 2015		Executive Team approves draft for Budget Committee consideration
Thursday	Finance	May 5, 2016	6:00 PM	Budget Committee Orientation
Thursday	Executive Team	May 12, 2016	6:00 PM	First Budget Committee Meeting - Election of Officers & Budget Message
Thursday	Finance	May 19, 2016	6:00 PM	Second Budget Committee meeting - Deliberation & Approval
Thursday	Finance	June 2, 2016	6:00 PM	Third Budget Committee Meeting - Deliberation & Approval (if necessary)
Mon - Fri	Finance	Week of June 6, 2016		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 23, 2016	6:30 PM	Board holds Budget Hearing
Thursday	Board	June 23, 2016	6:30 PM	Board of Directors adopts 2015/2016 Budget, makes appropriation and levies taxes
Friday	Finance	July 11, 2016		Adopted budget and levy certification form due to County Assessors (July 15, 2015)



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Salary Schedule

Salem Keizer Transit District
Salary Schedule as of January 1, 2016

<u>Bargaining Unit Positions</u>	<u>Grade</u>		<u>Minimum</u>		<u>Maximum</u>
Service Worker	1B	\$	34,403.20	\$	40,934.40
Facilities Maintenance Worker	1B	\$	34,403.20	\$	40,934.40
Parts & Supplies Clerk	2B	\$	36,670.40	\$	43,867.20
Service Technician	3B	\$	39,395.20	\$	47,299.20
Transit Operator	4B	\$	39,644.80	\$	47,569.60
Journey Mechanic	5B	\$	47,798.40	\$	57,428.80
<u>Non-Bargaining Positions</u>					
Receptionist	3	\$	29,265.60	\$	38,084.80
Receptionist - Part-time	3	\$	29,265.60	\$	38,084.80
Accounting Technician	6	\$	35,574.20	\$	46,321.60
Customer Service Representative	6	\$	35,574.20	\$	46,321.60
Human Resources Assistant 1	6	\$	35,574.20	\$	46,321.60
Accounting Specialist	7	\$	37,980.80	\$	49,462.40
Administrative Assistant	7	\$	37,980.80	\$	49,462.40
Payroll Specialist	8	\$	40,518.40	\$	52,790.40
Purchasing Agent	8	\$	40,518.40	\$	52,790.40
Executive Assistant	9	\$	43,264.00	\$	56,368.00
Marketing & Communications Representative	11	\$	49,337.60	\$	64,209.60
Mobility Coordinator	11	\$	49,337.60	\$	64,209.60
Outreach Representative	11	\$	49,337.60	\$	64,209.60
Specialized Transportation Trainer	11	\$	49,337.60	\$	64,209.60
Technology Services Support Technician	11	\$	49,337.60	\$	64,209.60
Planning Technician	11	\$	49,337.60	\$	64,209.60
Rideshare Representative	11	\$	49,337.60	\$	64,209.60
Human Resources Specialist	12	\$	52,649.10	\$	68,519.40

Medical Transportation Administrator	12	\$	52,649.10	\$	68,519.40
Accountant	13	\$	56,198.74	\$	73,145.37
Contract/Procurement Specialist	13	\$	56,198.74	\$	73,145.37
Grants Administrator/Financial Analyst	13	\$	56,198.74	\$	73,145.37
Marketing & Communications Coordinator	13	\$	56,198.74	\$	73,145.37
Operations Supervisor	13	\$	56,198.74	\$	73,145.37
Planning Analyst	13	\$	56,198.74	\$	73,145.37
Long Range Planning Analyst	13	\$	56,198.74	\$	73,145.37
Safety & Loss Control Specialist	13	\$	56,198.74	\$	73,145.37
Operations Training Coordinator	13	\$	56,198.74	\$	73,145.37
Rideshare & Program Coordinator	13	\$	56,198.74	\$	73,145.37
Facilities Maintenance Supervisor	14	\$	59,977.38	\$	78,091.97
Maintenance Training Supervisor	14	\$	58,801.35	\$	76,560.75
Network Administrator	14	\$	59,977.38	\$	78,091.97
Systems Analyst	14	\$	59,977.38	\$	78,091.97
Vehicle Maintenance Supervisor	14	\$	59,977.38	\$	78,091.97
Database Administrator	14	\$	59,977.38	\$	78,091.97
Intelligent Transportation Systems Administrator	14	\$	59,977.38	\$	78,091.97
Security Coordinator	14	\$	59,977.38	\$	78,091.97
Capital Projects Manager	16	\$	68,336.19	\$	88,992.78
Contracted Transportation Manager	17	\$	72,962.17	\$	94,992.80
Customer Service Manager	17	\$	72,962.17	\$	94,992.80
Finance Manager	17	\$	72,962.17	\$	94,992.80
Fixed Route Operations Manager	17	\$	72,962.17	\$	94,992.80
Maintenance Manager	17	\$	72,962.17	\$	94,992.80
Planning and Technology Manager	17	\$	72,962.17	\$	94,992.80
Community Relations Officer	19	\$	83,130.15	\$	108,252.41
Director of Administration	19	\$	83,130.15	\$	108,252.41
Chief Operating Officer	19	\$	83,130.15	\$	108,252.41
Director of Transportation Development	19	\$	83,130.15	\$	108,252.41

Meeting Agendas

Salem Area Mass Transit District

~ Budget Committee Orientation ~

Thursday, May 5, 2016
6:00 PM

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

AGENDA

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

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



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

Salem Area Mass Transit District
~ Budget Committee Meeting ~

Thursday, May 12, 2016
6:00 PM

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

AGENDA

- 1. CALL TO ORDER AND NOTE OF ATTENDANCE**
- 2. ELECTION OF OFFICERS**
 - a. Chairperson
 - b. Secretary
- 3. ANNOUNCEMENTS**
- 4. BUDGET MESSAGE**
- 5. PUBLIC COMMENT***
- 6. DISCUSSION OF THE PROPOSED FY2017 BUDGET**
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Project Fund

SPECIAL ACCOMMODATIONS

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



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

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 2016-2017 fiscal year in the amount of \$76,532,900; and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

8. OTHER BUSINESS

9. ADJOURN

PUBLIC COMMENT*

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

SPECIAL ACCOMMODATIONS

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



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

Salem Area Mass Transit District
~ Budget Committee Meeting ~

Thursday, May 19, 2016
6:00 PM

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

AGENDA

- 1. CALL TO ORDER AND NOTE OF ATTENDANCE**
- 2. ANNOUNCEMENTS**
- 3. PUBLIC COMMENT***
- 4. CONTINUED DISCUSSION OF THE PROPOSED FY2017 BUDGET**
 - a. Fund Budgets
 - b. Division Budgets
 - c. Overall Budget
- 5. ACTION**
 - a. When the Budget Committee completes their review of the budget, they will make a motion to approve the proposed budget for the 2016-2017 fiscal year in the amount of \$76,532,900; and approve taxes at a rate of \$0.7609 per \$1,000 of assessed value for operating purposes in the General Fund.

SPECIAL ACCOMMODATIONS

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



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

6. OTHER BUSINESS

7. ADJOURN

PUBLIC COMMENT*

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

SPECIAL ACCOMMODATIONS

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



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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



LB Documents

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

A public meeting of the Salem Area Mass Transit District will be held on June 23, 2016 at 6:30 pm at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the Salem Area Mass Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8 a.m. and 5 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year

Contact: Jared Isaksen

Telephone: 503-588-2424

Email: jared.isaksen@cherriots.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2014-15	Adopted Budget This Year 2015-16	Approved Budget Next Year 2016-17
Beginning Fund Balance/Net Working Capital	15,339,646	18,380,877	22,073,500
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,817,615	2,791,115	2,785,300
Federal, State and All Other Grants, Gifts, Allocations and Donations	30,309,475	39,483,396	40,037,800
Interfund Transfers / Internal Service Reimbursements	102,842	0	127,000
All Other Resources Except Property Taxes	181,706	326,500	196,600
Property Taxes Estimated to be Received	10,777,993	10,557,639	11,312,700
Total Resources	59,529,277	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	17,753,788	19,920,054	20,164,300
Materials and Services	20,347,759	23,205,346	22,182,000
Capital Outlay	953,437	7,701,512	13,127,800
Interfund Transfers	102,842	0	127,000
Contingencies	0	1,500,000	1,500,000
Unappropriated Ending Balance and Reserved for Future Expenditure	0	19,212,615	19,431,800
Total Requirements	39,157,826	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program FTE for that unit or program			
General Manager/Board of Directors	534,071	641,157	603,900
FTE	2.00	2.00	2.00
Administration	1,622,812	1,758,758	1,813,400
FTE	12.10	11.80	12.80
Communication	981,072	1,285,596	1,582,700
FTE	9.10	9.00	8.80
Transportation Development	1,601,676	1,749,722	1,991,500
FTE	8.10	9.40	10.60
Operations	15,478,171	17,757,811	17,196,800
FTE	144.40	144.30	146.60
Transportation Programs Fund	14,117,489	18,726,790	17,709,300
FTE	12.60	11.80	11.50
Capital Projects Fund	1,079,657	7,701,511	13,423,100
FTE	1.40	1.20	3.20
Non-Departmental / Non-Program	3,742,878	21,918,182	22,212,200
FTE	0.00	0.00	0.00
Total Requirements	39,157,826	71,539,527	76,532,900
Total FTE	189.70	189.50	195.50

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING
The Capital Projects fund has three major projects in the budget for fiscal year 2016-17, Keizer Transit Center Improvements, South Salem Transit Center and Bus Stops & Shelters.

PROPERTY TAX LEVIES			
	Rate Imposed	Rate Imposed	Rate Imposed
Permanent Rate Levy (rate limit .7609 per \$1,000)	.7609	.7609	.7609

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

To assessor of Polk County

FORM LB-50
2016-2017

☐ Check here if this is
an amended form.

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

The **Salem Area Mass Transit District** has the responsibility and authority to place the following property tax, fee, charge or assessment
District Name

on the tax roll of **Polk** County. The property tax, fee, charge or assessment is categorized as stated by this form.
County Name

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

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

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

PART I: TOTAL PROPERTY TAX LEVY

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

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

0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6

0.7609

7. Date received voter approval for rate limit if new district 7

8. **Estimated** permanent rate limit for newly merged/consolidated district 8

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

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

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

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

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

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

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

To assessor of Marion County

**FORM LB-50
2016-2017**

☐ Check here if this is
an amended form.

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

The **Salem Area Mass Transit District** has the responsibility and authority to place the following property tax, fee, charge or assessment
District Name

on the tax roll of **Marion** County. The property tax, fee, charge or assessment is categorized as stated by this form.
County Name

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

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

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

PART I: TOTAL PROPERTY TAX LEVY

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

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

0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6

0.7609

7. Date received voter approval for rate limit if new district 7

8. **Estimated** permanent rate limit for newly merged/consolidated district 8

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

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

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

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

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

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



NO CONTENT APPEARS
ON THIS PAGE BY DESIGN



Public Notices

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

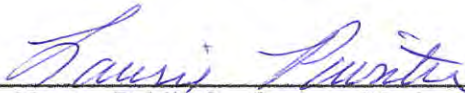
I, Lyndon A. Zaitz, being first duly sworn, depose and say that I am the Publisher of the Keizertimes, a newspaper of general circulation as defined by Section 58, Oregon Laws, as amended by Chapter 445 General Laws Of Oregon, 1929, printed and published in Keizer. In aforesaid county and state, that a NOTICE OF BUDGET COMMITTEE MEETINGS. Public meetings of the Budget Committee of Salem Area Mass Transit District of Marion and Polk counties to discuss the budget for the fiscal year July 1, 2016 to June 30, 2017 will be held at the Senator Hearing Room in Courthouse Square, 555 Court St. NE, Salem, OR 97301 at 6:00 p.m. on the following dates May 5th, May 12th, May 19th and June 2nd, was published One (1) consecutive issues in the Keizertimes on Apr. 15, 2016.



Lyndon A. Zaitz

Subscribed and sworn to before me this

15th day of April, 2016



Notary Public for Oregon, Marion County

Oct. 3, 2017

My Commission Expires



NOTICE OF BUDGET COMMITTEE MEETINGS

Public meetings of the Budget Committee of the Salem Area Mass Transit District of Marion and Polk Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2016 to June 30, 2017, will be held at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The meetings will begin at 6:00 pm on the following dates:

Date	Purpose
May 5th	Budget Committee Orientation
May 12th	Budget Committee Meeting: Elect committee chair, receive public comment, receive budget message, budget deliberation
May 19st	Budget Committee Meeting: Receive public comment, budget deliberation
June 2nd (if necessary)	Budget Committee Meeting: Receive public comment, budget deliberation

Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after May 13th at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8:00 am and 5:00 pm. Please visit the District's website at www.cherriots.org for further notifications for the Budget Committee meetings.

4/15,



Budget Committee

2015-16 Adopted Budget
What Citizens can Expect
from the Budget Process
Salem-Keizer Transit
Financial Info

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

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

The budget committee meets two to three times during the fourth quarter of the fiscal year.

The fiscal year runs from July 1 to June 30.

NOTICE OF BUDGET COMMITTEE MEETINGS

Public meetings of the Budget Committee of the Salem Area Mass Transit District of Marion and Polk Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2016 to June 30, 2017, will be held at:

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

The meetings will begin at 6 p.m. on the following dates:

Date	Purpose
May 5, 2016	Budget Committee Orientation
May 12, 2016	Budget Committee Meeting: Elect Committee Chair, Receive Public Comment, Receive Budget Message, and Budget Deliberation.
May 19, 2016	Budget Committee Meeting: Receive Public Comment and Budget Deliberation
June 2, 2016 (if necessary)	Budget Committee Meeting: Receive Public Comment and Budget Deliberation

Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after May 13, 2016 between the hours of 8 a.m. and 5 p.m., Monday through Friday at:

Salem-Keizer Transit
Administration Office
555 Court St NE, Suite 5230
Salem, OR 97301

Salem, OR 97301

Salem - Keizer Transit

Rider Info: (503) 588-BUSS

Administration: (503) 588-2424

555 Court St. NE, Suite 5230 Salem, OR 97301



Statesman Journal

A GANNETT COMPANY

AFFIDAVIT OF PUBLICATION

State of Oregon

County of Marion, ss.:

I, Kayla Bowen

being first duly sworn, dispose and say that I am the principal clerk of the SAL-SJ Classifieds, a newspaper of general circulation as defined by Sections 193.010 to 193.110, Oregon Revised Statutes; printed and Published at Salem in the aforesaid county and state; that the Public Notice for SALEM-KEIZER TRANSIT - Legal Notices (SAL-8993399 Ad #0001195409) a printed copy of which is hereby annexed, was published in the entire issue of said newspaper for 1 successive and consecutive times in the following issues -

04/15/16

Subscribed and sworn to me this

15 day of APRIL 2016

Christine Ann Wilson
Notary Public for Oregon



PUBLIC NOTICE

NOTICE OF BUDGET COMMITTEE MEETINGS

Public meetings of the Budget Committee of the Salem Area Mass Transit District of Marion and Polk Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2016 to June 30, 2017, will be held at the Senator Hearing Room in Court-house Square, 555 Court St NE, Salem, OR 97301. The meetings will begin at 6:00 am on the following dates:

Date	Purpose
May 5th	Budget Committee Orientation
May 12th	Budget Committee Meeting: Elect committee chair, receive public comment, receive budget message, budget deliberation
May 19th	Budget Committee Meeting: Receive public comment, budget deliberation
June 2nd	Budget Committee Meeting: Receive public comment, budget deliberation (if necessary)

Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after May 13th at the Salem/Keizer Transit Administration Office at 555 Court St NE, Suite 320, Salem, OR 97301, between the hours of 8:00 am and 5:00 pm. Please visit the District's website at www.chenroto.org for further notifications for the Budget Committee meetings.

Statesman Journal April 15, 2016

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

I, Lyndon A. Zaitz, being first duly sworn, depose and say that I am the Publisher of the Keizertimes, a newspaper of general circulation as defined by Section 58, Oregon Laws, as amended by Chapter 445 General Laws Of Oregon, 1929, printed and published in Keizer. In aforesaid county and state, that a NOTICE OF BUDGET HEARING: A public meeting of the Salem Area Mass Transit District will be held on June 23, 2016 at 6:30 at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301 to discuss the budget for fiscal year beginning July 1, 2016 as approved by the Salem Area Mass Transit District Budget Committee, was published ONE (1) consecutive issues in the Keizertimes on Jun. 17, 2016.



Lyndon A. Zaitz

Subscribed and sworn to before me this

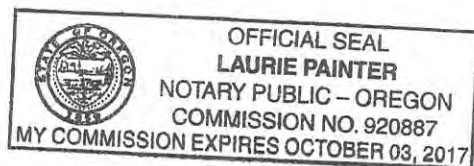
17th day of June, 2016



Notary Public for Oregon, Marion County

Oct. 3, 2017

My Commission Expires



FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Salem Area Mass Transit District will be held on June 23, 2016 at 6:30 pm at the Senator Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the Salem Area Mass Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 5230, Salem, OR 97301, between the hours of 8 a.m. and 5 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Jared Isaksen

Telephone: 503-588-2424

Email: jared.isaksen@cherriots.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014-15	Adopted Budget This Year 2015-16	Approved Budget Next Year 2016-17
Beginning Fund Balance/Net Working Capital	15,339,646	18,380,877	22,073,500
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,817,615	2,791,115	2,785,300
Federal, State and All Other Grants, Gifts, Allocations and Donations	30,309,475	39,483,396	40,037,800
Interfund Transfers / Internal Service Reimbursements	102,842	0	127,000
All Other Resources Except Property Taxes	181,706	326,500	196,600
Property Taxes Estimated to be Received	10,777,993	10,557,639	11,312,700
Total Resources	59,529,277	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	17,753,788	19,920,054	20,164,300
Materials and Services	20,347,759	23,205,346	22,182,000
Capital Outlay	953,437	7,701,512	13,127,800
Interfund Transfers	102,842	0	127,000
Contingencies	0	1,500,000	1,500,000
Unappropriated Ending Balance and Reserved for Future Expenditure	0	19,212,615	19,431,800
Total Requirements	39,157,826	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program			
FTE for that unit or program			
General Manager/Board of Directors	534,071	641,157	603,900
FTE	2.00	2.00	2.00
Administration	1,622,812	1,758,758	1,813,400
FTE	12.10	11.80	12.80
Communication	981,072	1,285,596	1,582,700
FTE	9.10	9.00	8.80
Transportation Development	1,601,676	1,749,722	1,991,500
FTE	8.10	9.40	10.60
Operations	15,478,171	17,757,811	17,196,800
FTE	144.40	144.30	146.60
Transportation Programs Fund	14,117,489	18,726,790	17,709,300
FTE	12.60	11.80	11.50
Capital Projects Fund	1,079,657	7,701,511	13,423,100
FTE	1.40	1.20	3.20
Non-Departmental / Non-Program	3,742,878	21,918,182	22,212,200
FTE	0.00	0.00	0.00
Total Requirements	39,157,826	71,539,527	76,532,900
Total FTE	189.70	189.50	195.50

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

The Capital Projects fund has three major projects in the budget for fiscal year 2016-17, Keizer Transit Center Improvements, South Salem Transit Center and Bus Stops & Shelters.

PROPERTY TAX LEVIES			
	Rate Imposed	Rate Imposed	Rate Imposed
Permanent Rate Levy (rate limit .7609 per \$1,000)	.7609	.7609	.7609



Statesman Journal

A GANNETT COMPANY

AFFIDAVIT OF PUBLICATION

State of Oregon

County of Marion, ss.:

PUBLIC NOTICE

NOTICE OF BUDGET HEARING

A public meeting of the Salem Area Moss Transit District will be held on June 23, 2016 at 6:30 pm or the Senior Hearing Room in Courthouse Square, 555 Court St NE, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the Salem Area Moss Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Salem-Keizer Transit Administration Office at 555 Court St NE, Suite 320, Salem, OR 97301, between the hours of 8 a.m. and 5 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Jared Isakson Telephone: 503-588-2024 Email: jared.isakson@trnsd.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014-15	Adopted Budget This Year 2015-16	Approved Budget Next Year 2016-17

Beginning Fund Balance/Net Working Capital	15,339,646	16,380,877	22,073,500
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,817,415	2,791,115	2,785,300
Federal, State and All Other Grants, Gifts, Allocations and Donations	30,309,415	39,483,396	40,037,800
Interfund Transfers / Internal Service Reimbursements	100,942	0	127,300
All Other Resources Except Property Taxes	18,1706	326,500	194,400
Property Taxes Estimated to be Received	10,777,893	10,557,639	11,512,700
Total Resources	59,559,317	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	17,753,788	19,920,054	20,154,300
Materials and Services	20,347,759	23,005,346	22,182,000
Capital Outlay	933,437	770,512	13,127,800
Interfund Transfers	102,242	0	327,300
Contingencies	0	1,500,000	1,300,000
Unapportioned Ending Balance and Reserved for Future Expenditure	0	19,217,615	19,451,800
Total Requirements	39,157,286	71,539,527	76,532,900

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM

Name of Organizational Unit or Program	FTE for that unit or program		
General Management/Directors	2.00	54,157	403,800
FTE	2.00	2.00	2.00
Administration	1,620,812	1,759,358	1,819,400
FTE	12.16	11.80	12.80
Communication	99,102	1,285,596	1,382,700
FTE	9.10	9.00	8.80
Transportation Development	3,480,536	1,749,722	1,991,300
FTE	8.10	9.40	10.80
Operations	15,478,171	17,757,817	17,199,200
FTE	14.40	14.30	14.60
Transportation Programs Fund	14,117,489	18,726,700	17,709,300
FTE	12.68	11.80	11.30
Capital Projects Fund	1,007,657	7,701,511	13,423,100
FTE	1.00	1.20	3.20
Non-Departmental / Non-Program	3,742,873	21,918,182	22,173,200
FTE	0.00	0.00	0.00
Total Requirements	39,157,286	71,539,527	76,532,900
Total FTE	189.70	189.30	195.50

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING

The Capital Projects Fund has three major projects in the budget for fiscal year 2016-17: Keizer Transit Center Improvements, South Salem Transit Center and 345 Stops & Shelters.

PROPERTY TAX LEVIES

Rate Imposed	Rate Imposed	Rate Imposed
Permanent Rate Levy Total (limit .250 per \$1,000)	.7599	.7599
		Statesman Journal June 17, 2016



Subscribed and sworn to me this
17 day of June 2016
Christine Ann Wilson
Notary Public for Oregon

I, Gayle Rastorfer
being first duly sworn, dispose and say that I am the principal clerk of the SAL-SJ Classifieds, a newspaper of general circulation as defined by Sections 193.010 to 193.110, Oregon revised Statutes; printed and Published at Salem in the aforesaid county and state; that the Public Notice for SALEM-KEIZER TRANSIT - Legal Notices (SAL-899339, Ad #0001359805) a printed copy of which is hereby annexed, was published in the entire issue of said newspaper for 1 successive and consecutive times in the following issues -

06/17/16