

# Cherriots

SALEM-KEIZER TRANSIT

## Adopted Budget 2012-2013

As adopted by the Board of Directors on June 28, 2012



**SALEM AREA MASS TRANSIT DISTRICT**  
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# SALEM-KEIZER TRANSIT

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May 1, 2012



**To:** Salem Area Mass Transit District Budget Committee  
**From:** Allan Pollock, General Manager  
**Subject:** **BUDGET MESSAGE, PROPOSED FY 2012-13 BUDGET**

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## *Vision Statement*

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

A strong vision to focus priorities, direction, and plans allows the District to envision a bright future even during the difficult days of the present. The proposed budget for FY 2012-13 continues our efforts to focus our resources around the six pillars of the strategic plan.

I am excited about the ambitious agenda this proposed budget supports. The proposed budget and work plan for next year work in tandem to guide division and individual work plans. As we begin the second year of achieving the goals of our plan we will build on the success of the first year.

While much discussion, time, and effort have centered on the future of Courthouse Square, we are not letting that stall projects and activities that move us towards achieving our vision.

Highlights of the work plan for next year include the introduction of a new service plan for West Salem, service planning for rural services operated through CARTS, the opening of Keizer Transit Center, initial repair of Courthouse Square, completion of our federal transit administration triennial audit, and the adoption of the recommendations of the transportation growth management study of regional transportation in the mid-Willamette Valley.

## **Budget Priority**

There were three priorities when developing this proposed budget to:

- Maintain service levels established during the 2009 system redesign
- Ensure the strategies in the District work plan have necessary fiscal resources
- Provide initial funding of Courthouse Square remediation while not impacting service

## **Overview of the FY 12-13 Proposed Budget by Fund**

### **General Fund**

The FY 12-13 proposed general fund budget allows for the continuation of existing service levels. This is a significant accomplishment that should not go by without comment. When we implemented the service redesign in 2009 it was critically important that the level of service we introduced be maintained in the future as opposed to continual small cuts each year. This is the fourth year of achieving our commitment.

The District will provide an estimated 148,671 fixed route revenue hours this fiscal year; as well as approximately 67,200 revenue hours of CherryLift service. The Cherriots service remains flat as compared to FY 12 and the CherryLift service reflects a 27% increase in revenue hours. This is a result of absorbing the DD53 transportation service previously provided by Oregon Housing & Associated Services (OHAS). This service brings along Medicaid funds to pay for approximately 60% of the service. This is significant as these trips could have been absorbed at 100% of the cost if not for this funding.

Included in the general fund is the Cherriots Rideshare program that is fully funded by grant revenue. The rideshare work program supports the overall ODOT Transportation Demand Management (TDM) programs and serves Marion, Polk, and Yamhill Counties.

The proposed general fund budget includes the following personnel changes: the addition of the Director of Community Relations position and the upgrade of the Rideshare Assistant from part-time to full-time. The Rideshare Assistant is entirely funded by rideshare grant revenue. While authorized, this proposed budget does not fund a vacant operations supervisor position.

The contingency fund, historically funded at \$750,000 has been increased to \$1,750,000. The additional \$1,000,000 is a placeholder for general fund match/contributions for Courthouse Square. I will detail Courthouse Square funding later in the budget message.

### **Capital Projects Fund**

The highlight of this fund includes construction of the Keizer Transit Center and Courthouse Square projects. The Keizer Transit Center is scheduled to begin construction in late summer with a 2013 completion date. This project is fully funded.

The remediation of Courthouse Square will utilize a variety of federal, state, and local funding sources. A detailed description of the funding plan is below.

Additional projects include the purchase of two CARTS vehicles, 17 CherryLift vehicles, and five non-revenue vehicles. The CARTS vehicles and non-revenue vehicles are fully funded while ten of the 17 CherryLift vehicles are pending award of a federal State of Good Repair grant.

A CNG fueling station upgrade project is contingent upon an award of a federal State of Good Repair (SOGR) grant.

The first phase of the bus stop improvement project will begin this year. This is a multi-year project that will upgrade bus stops on three major corridors: Market Street, Center Street, and River Road/Broadway Road. Upon completion of the major corridors, funding has been secured for the remainder of the bus stops throughout the service area.

Another project funded in the capital projects fund is the development of an ADA assessment center. The funding source is New Freedoms grant revenue. The first phase of the project will be site selection, equipment evaluation and budget development of the center. For Board consideration, during this fiscal year, will be the location of the assessment center. One potential option could include the use of one of the retail spaces in Courthouse Square. That decision will come to the Board once research is completed.

The proposed capital projects fund budget includes one systems analyst position to develop the business intelligence program. This position is funded by the American Recovery and Reinvestment Act (ARRA) funds.

### **Courthouse Square (CH2)**

Last night the governing boards unanimously approved the remediation of Courthouse Square. This \$23 million projects is funded at approximately 68% by the County and the Districts' 32% share of approximately \$7.5 million. Regardless of funding sources utilized, bridge financing in conjunction with Marion County is highly likely for cash flow purposes. A memorandum of understanding will detail the bridge financing process. Below is a proposed priority list of order for use of funds for the District's share of the costs and a financing plan:

- Litigation proceeds
- Insurance proceeds
- Federal and State grants
- Facilities Maintenance Funds
- General Funds

## Courthouse Square Financing Plan

Revenue Source	Comment	Amount
Litigation	Currently have secured \$596,517. Pending litigation and insurance claim remains.	<b>\$596,517</b>
Connect Oregon IV	Grant application pending. Expected announcement in Summer 2012	\$3,000,000
Federal Capital	The FTA regional office approved additional federal grant revenue once the remaining federal investment is satisfied.	\$2,000,000
FY 14 State of Good Repair Grant (SOGR)	Will submit SOGR grant application for FY 14 cycle	\$3,000,000
FY 13 Legislative Session	Budget proposal includes funds for state legislative advocacy service to seek out lottery backed funds.	\$3,000,000
Facilities Maintenance Fund	Transfer of revenue to CH2 remediation project	<b>\$198,825</b>
FY 12 CH2 Capital Reserve	Placed \$1 million in FY 12	<b>\$1,000,000</b>
FY 13 General Funds Match/Contingency	Set aside \$1,000,000 for match/contribution as necessary	<b>\$1,000,000</b>

Bold = secured

### **Special Transportation Fund (STF)**

The Special Transportation Fund provides for all other transportation services provided by the District outside of Cherriot's fixed route service. The funding sources for these programs include federal and state grants managed through the STF program.

The proposed budget for the STF provides for rural transportation (CARTS), ADA transportation, DMAP transportation, the TripLink call center, travel training/mobility management, shopper shuttle service, and STF administration.

The shopper shuttle service is currently out to bid. Similar to previous action with CherryLift and CARTS, maintenance of the shopper shuttle vehicles will be provided by District maintenance personnel.

There are no personnel changes included in this proposed budget. All programs within the STF are fully funded with grant funds and general fund local match.

### **Facilities Maintenance Fund**

This fund is used to set aside funds for future facility maintenance repairs. The proposed budget requests that the entire \$198,825 in this fund be transferred to the Courthouse Square remediation project.

Once the Courthouse Square project is complete, it is the District's intent to start building up revenue in this fund for future district-wide facility repairs.

### **FY 12-13 Budget Challenges**

The proposed budget faces several underlying challenges:

- While it is significant that we are maintaining existing service levels for the fourth consecutive year, service growth is not even a consideration without a new sustainable revenue source. Efforts at the federal and state level to increase the flexibility of existing resources may help to maintain service as local revenues decrease; however, it won't have an impact on service growth.
- The lack of weekend service and limited evening hours has severely impacted the District's ability to promote and market our services.
  - The transit-dependent rider has had to significantly alter their lifestyle to meet their needs within our hours of service. Many transit-dependent riders use the bus during the weekdays to get to and from work, and previously used the bus on Saturdays to run errands. Now they are forced to squeeze errands into limited evening hours. Quality of life for the transit-dependent rider has been negatively impacted.
  - In order to attract the discretionary rider, frequent service is needed. Discretionary riders are more likely to live on circulator routes as opposed to the corridor routes. Discretionary riders are less inclined to alter their lifestyle to meet

the bus schedule; we need to meet their needs with increased frequency so it becomes attractive. Until a new revenue source is secured, it will be difficult to attract discretionary riders.

- The loss of the student bus program has significantly impacted ridership. The youth were a significant ridership group, and the ability to create lifelong riders and supporters through this program will require a new strategy to attract this demographic.
- Courthouse Square has had a significant negative impact on the District. The temporary nature of the transit mall inhibits potential riders and has created an unfavorable impression of the district. The increased emphasis on community relations and “telling our story” is primarily designed to overcome the perceptions formed as a result of Courthouse Square.

### **Summary**

The FY 12-13 Proposed Budget is a solid, no-frills budget. It provides the resources to maintain existing service levels, fund exciting capital projects, begins the remediation of Courthouse Square, and continue our efforts that support our strategic plan. The ability to propose this budget is due to the outstanding effort of staff to manage budgets and control costs during a difficult time.

While the past two years have created disruption of how we operate service and conduct business, I am proud of the way we, as an organization, have focused on taking care of the customer so that our difficulties do not impact them any more than necessary.

In conjunction with adoption of this budget, I encourage the Board to engage in a serious discussion about the future. In order for the District to seriously enhance community livability, a higher level of service to our community is required. To achieve that level of service requires a new sustainable revenue source. Over the last four years we have focused on addressing the issues raised during the Community Transit Task Force meetings. We have addressed those issues; we have put our house in order. It is time to “tell our story” and build some momentum around a better future filled with an array of transportation options.



**RESOLUTION #12-04**  
**ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Directors of the Salem Area Mass Transit District hereby adopts the budget for fiscal year 2012-2013 in the total amount of \$58,045,768; the budget is now on file at the District Administration Office, 925 Commercial Street SE, Suite 100, Salem, Oregon 97302.

**MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2012, and for the purposes shown below, are hereby appropriated:

<b>General Fund</b>	<b>Special Transportation Fund</b>
Personal Services.....	Personal Services.....
\$15,760,065	\$953,197
Materials & Services.....	Materials & Services.....
\$4,999,485	\$10,866,767
Capital Outlay.....	Capital Outlay.....
\$11,953	\$0
Transfers.....	Transfers.....
\$1,502,454	\$330,985
Contingency.....	<b>Total</b> .....
\$1,750,000	\$12,150,949
<b>Total</b> .....	
\$24,023,957	
<b>Capital Project Fund</b>	
Personal Services.....	Personal Services.....
\$97,795	\$0
Materials & Services.....	Materials & Services.....
\$231,906	\$0
Capital Outlay.....	Capital Outlay.....
\$13,822,565	\$0
Transfers.....	Transfers.....
\$112,701	\$198,825
<b>Total</b> .....	<b>Total</b> .....
\$14,264,967	\$198,825
<b>Facility Maintenance Fund</b>	
Personal Services.....	Personal Services.....
\$97,795	\$0
Materials & Services.....	Materials & Services.....
\$231,906	\$0
Capital Outlay.....	Capital Outlay.....
\$13,822,565	\$0
Transfers.....	Transfers.....
\$112,701	\$198,825
<b>Total</b> .....	<b>Total</b> .....
\$14,264,967	\$198,825
<b>Total Appropriations, All Funds</b> . . . . .	
\$50,638,698	
Total Unappropriated and Reserve Amounts, All Funds . . . . .	
\$7,407,070	
<b>TOTAL ADOPTED BUDGET</b> . . . . .	
<b>\$58,045,768</b>	


**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 2012-2013 upon assessed value of all taxable property within the district as follows:

**CATEGORIZING THE TAX**

<b>General Government Limitation</b>	<b>Excluded from Limitation</b>
Permanent Rate Tax.....	
\$.7609/\$1,000	\$0.00

The above resolution statements were approved and declared adopted on this 28th day of June 2012.

X   
\_\_\_\_\_  
President  
Board of Directors

ATTEST:  
X   
\_\_\_\_\_  
Secretary  
Board of Directors

# **REVENUE AND EXPENDITURES – ALL FUNDS**

Salem Area Mass Transit District  
District Wide  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	5,893,952	Net Working Capital	4,198,825	4,198,825	4,198,825
2,095,166	2,271,147	2,612,700	Passenger Fares	2,715,200	2,715,200	2,715,200
13,164,073	15,959,696	14,435,309	Federal Revenue	24,397,417	24,397,417	24,397,417
2,828,052	4,674,177	3,027,814	State Revenue	8,337,008	8,337,008	8,337,008
4,660,624	4,565,884	4,500,000	State In Lieu	4,500,000	4,500,000	4,500,000
9,117,288	9,364,134	9,544,003	Current Property Taxes	9,427,299	9,427,299	9,427,299
258,622	268,716	213,271	Prior Property Taxes	242,600	242,600	242,600
2,130,792	1,833,563	1,912,152	Other Income	2,082,454	2,082,454	2,082,454
<u>2,619,554</u>	<u>3,601,342</u>	<u>4,130,525</u>	Transfers In	<u>2,144,965</u>	<u>2,144,965</u>	<u>2,144,965</u>
<u>36,874,171</u>	<u>42,538,659</u>	<u>46,269,726</u>	Total Revenues	<u>58,045,768</u>	<u>58,045,768</u>	<u>58,045,768</u>
Expenses						
15,408,543	15,876,659	19,362,777	Personnel Services	16,811,057	16,811,057	16,811,057
12,998,145	13,293,738	15,472,995	Materials & Services	16,098,158	16,098,158	16,098,158
2,141,832	8,262,087	3,792,534	Capital Outlay	13,834,518	13,834,518	13,834,518
3,750	0	0	Debt Service	0	0	0
2,619,552	3,601,342	4,130,525	Transfers Out	2,144,965	2,144,965	2,144,965
0	0	750,000	Contingency	1,750,000	1,750,000	1,750,000
0	0	2,760,895	Reserve Working Capital	7,407,070	7,407,070	7,407,070
<u>33,171,822</u>	<u>41,033,826</u>	<u>46,269,726</u>	Total Expenses	<u>58,045,768</u>	<u>58,045,768</u>	<u>58,045,768</u>
<u>\$ 3,702,349</u>	<u>\$ 1,504,833</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**SUMMARY EXPENSE COMPARISON - ALL FUNDS**

	PERSONAL SERVICES	MATERIALS & SERVICES	CAPTIAL OUTLAY	TRANSFERS OUT	CONTINGENCY	RESERVE WORKING CAPITAL	TOTAL	FTE
GM/BOARD	\$ 287,515	\$ 212,350	\$ -	\$ -	\$ -	\$ -	\$ 499,865	2.00
FINANCE	663,802	91,500	-	-	-	-	755,302	7.00
HUMAN RESOURCES	483,469	221,936	-	-	-	-	705,405	4.50
COMMUNITY RELATIONS	757,605	285,718	-	-	-	-	1,043,323	9.00
TRANSPORTATION DEVELOPMENT	1,031,473	498,461	11,953	53	-	-	1,541,940	10.25
OPERATIONS	12,473,201	2,914,717	-	-	-	-	15,387,918	144.00
NON-DEPARTMENTAL	63,000	774,803	-	1,502,401	1,750,000	1,544,120	5,634,324	-
<b>TOTAL GENERAL FUND</b>	<b>15,760,065</b>	<b>4,999,485</b>	<b>11,953</b>	<b>1,502,454</b>	<b>1,750,000</b>	<b>1,544,120</b>	<b>25,568,077</b>	<b>176.75</b>
CAPITAL PROJECTS FUND	97,795	231,906	13,822,565	112,701	-	5,862,950	20,127,917	0.75
SPECIAL TRANSPORTATION FUND	953,197	10,866,767	-	330,985	-	-	12,150,949	7.00
FACILITIES MAINTENANCE FUND	-	-	-	198,825	-	-	198,825	-
<b>DISTRICT WIDE TOTAL</b>	<b>\$ 16,811,057</b>	<b>\$ 16,098,158</b>	<b>\$ 13,834,518</b>	<b>\$ 2,144,965</b>	<b>\$ 1,750,000</b>	<b>\$ 7,407,070</b>	<b>\$ 58,045,768</b>	<b>184.50</b>

# GENERAL FUND

Salem Area Mass Transit District  
General Fund  
Annual Budget  
2012-2013

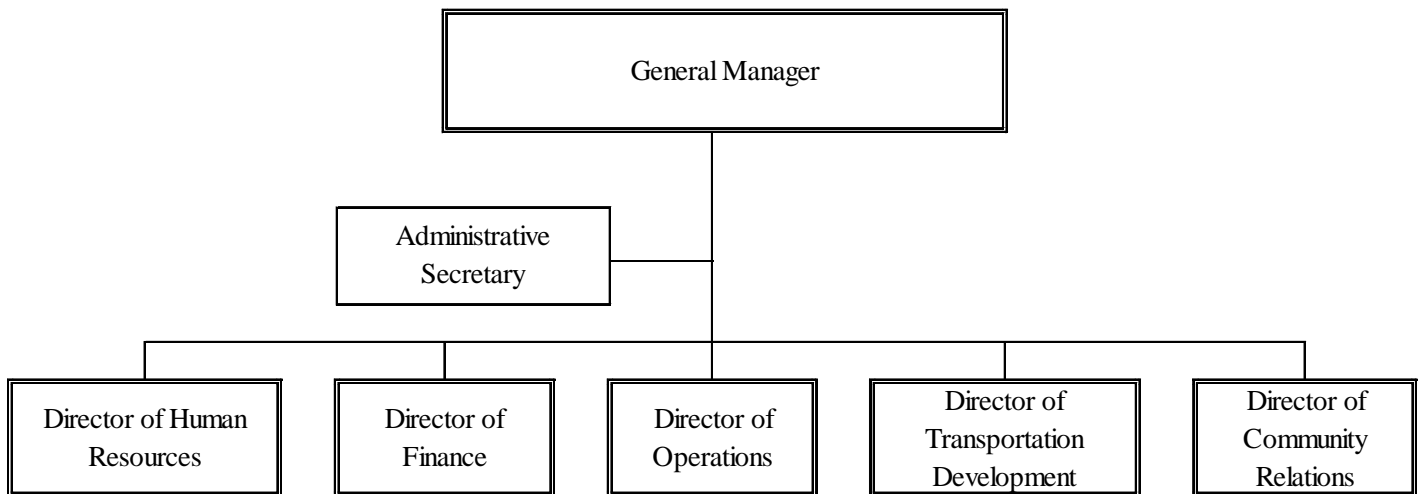
2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	4,668,338	Net Working Capital	3,000,000	3,000,000	3,000,000
2,094,224	2,156,085	2,257,500	Passenger Fares	2,350,000	2,350,000	2,350,000
5,609,926	4,929,262	5,105,792	Federal Revenue	5,051,077	5,051,077	5,051,077
324,527	292,074	368,563	State Revenue	326,146	326,146	326,146
4,660,624	4,565,884	4,500,000	State In Lieu	4,500,000	4,500,000	4,500,000
9,117,288	9,364,134	9,544,003	Current Property Taxes	9,427,299	9,427,299	9,427,299
258,622	268,716	213,271	Prior Property Taxes	242,600	242,600	242,600
1,827,499	1,832,664	1,529,268	Other Income	575,000	575,000	575,000
<u>6,027</u>	<u>2,000</u>	<u>2,000</u>	Transfers In	<u>95,955</u>	<u>95,955</u>	<u>95,955</u>
<u>23,898,737</u>	<u>23,410,819</u>	<u>28,188,735</u>	Total Revenues	<u>25,568,077</u>	<u>25,568,077</u>	<u>25,568,077</u>
Expenses						
14,686,299	14,881,939	18,240,701	Personnel Services	15,760,065	15,760,065	15,760,065
3,668,863	4,145,409	4,698,083	Materials & Services	4,999,485	4,999,485	4,999,485
0	0	0	Capital Outlay	11,953	11,953	11,953
3,750	0	0	Debt Service	0	0	0
2,196,581	3,125,488	4,128,525	Transfers Out	1,502,454	1,502,454	1,502,454
0	0	750,000	Contingency	1,750,000	1,750,000	1,750,000
0	0	371,426	Reserve Working Capital	1,544,120	1,544,120	1,544,120
<u>20,555,493</u>	<u>22,152,836</u>	<u>28,188,735</u>	Total Expenses	<u>25,568,077</u>	<u>25,568,077</u>	<u>25,568,077</u>
<u>\$ 3,343,244</u>	<u>\$ 1,257,983</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# GENERAL MANAGER/BOARD OF DIRECTORS

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

- The General Manager's Division 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 Transit Board issues.
- 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.

FTE: 2



Salem Area Mass Transit District  
 General Manager/Board of Directors  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
			Expenses			
303,555	614,220	274,393	Personnel Services	287,515	287,515	287,515
<u>51,179</u>	<u>107,649</u>	<u>163,600</u>	Materials & Services	<u>212,350</u>	<u>212,350</u>	<u>212,350</u>
<u>354,734</u>	<u>721,869</u>	<u>437,993</u>	Total Expenses	<u>499,865</u>	<u>499,865</u>	<u>499,865</u>
<u>\$ (354,734)</u>	<u>\$ (721,869)</u>	<u>\$ (437,993)</u>	Excess Revenue Over/Under Expense	<u>\$ (499,865)</u>	<u>\$ (499,865)</u>	<u>\$ (499,865)</u>



# FINANCE DIVISION

The Finance Division is responsible for the fiscal needs of the District. The Finance Division supports all other District Divisions. The Division is responsible for but not limited to:

## Accounting Function

- Compile and analyze financial data to prepare and maintain General Ledger, insuring its accuracy; prepare regular reports to management and Board.
- Prepare reports which summarize and forecast District business activity and financial position.
- Prepare schedules, coordinate and finalize Financial, State and Federal audits.
- Prepare billing invoices and ensures District revenues are received, processed and recorded, including daily deposits.
- Issue, reconcile and deliver monthly bus passes to various outside agencies.
- Reconcile all District bank and investment accounts, managing cash flow to enhance earnings.
- Prepare biweekly payroll, including all related federal, state and financial reports.
- Prepare and monitor annual budget, insuring compliance with State law.
- Compile information and prepare monthly/annual NTD (National Transit Database) reports.

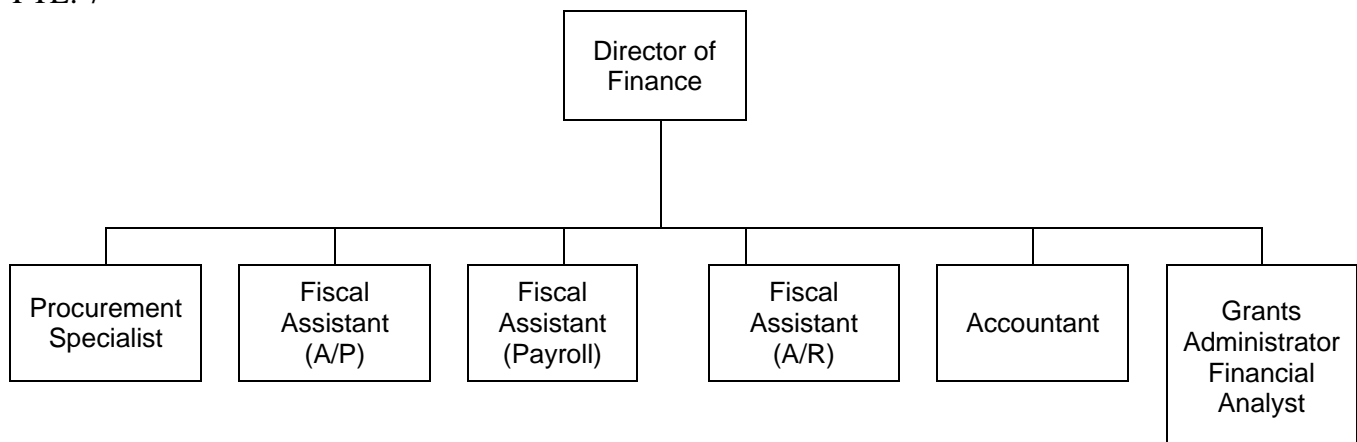
## Procurement Function

- Plan and execute buying procedures, insure compliance with federal and state regulations;
- Prepare invitations for bid, conduct pre-bid proposal conferences; review, tabulate, analyze and write recommendations for award of bids for Board action.
- Get price quotes from vendors for District equipment and services; generate purchase orders.
- Prepare and compile accounts payable documentation.
- Verify vendor statements and invoices with District records, process for payment.
- Maintain and update accounts payable vendor list and accounts payable files.

## Grant Administration Function

- Prepare applications and administer grants thru the Federal Transit Administration (FTA), the Oregon Department of Transportation (ODOT) and other funding sources.
- Integrate District projects into Statewide Transportation Improvement Program (STIP) and other transportation planning processes.
- Interpret state and federal grant rules and regulations to insure District compliance.
- Prepare monthly, quarterly and annual reports required by relevant agencies.
- Prepare Schedule of Expenditures of Federal Awards.

FTE: 7



Salem Area Mass Transit District  
Finance  
Annual Budget  
2012-2013

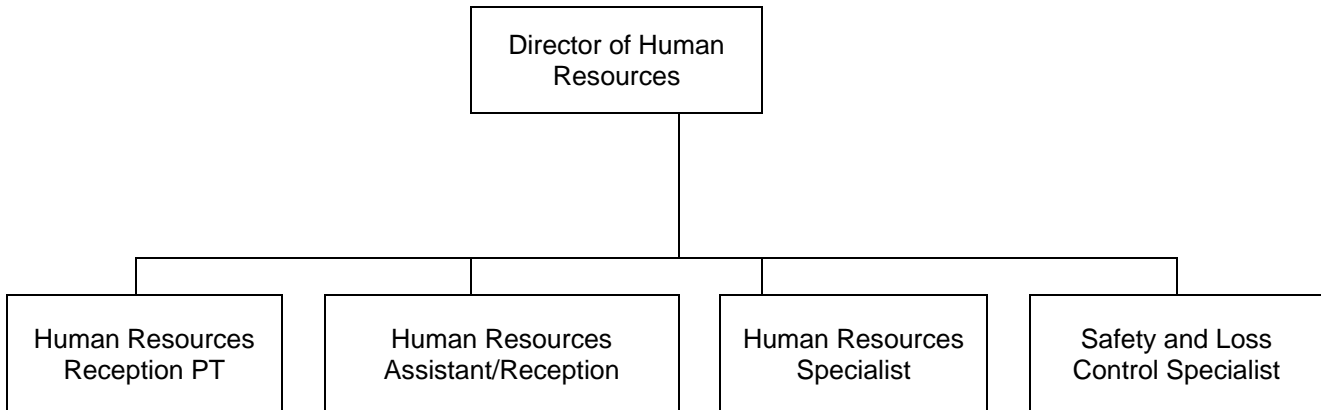
2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
			Expenses			
593,570	510,331	3,643,827	Personnel Services	663,802	663,802	663,802
<u>74,155</u>	<u>89,313</u>	<u>102,500</u>	Materials & Services	<u>91,500</u>	<u>91,500</u>	<u>91,500</u>
<u>667,725</u>	<u>599,644</u>	<u>3,746,327</u>	Total Expenses	<u>755,302</u>	<u>755,302</u>	<u>755,302</u>
<u>\$ (667,725)</u>	<u>\$ (599,644)</u>	<u>\$ (3,746,327)</u>	Excess Revenue Over/Under Expense	<u>\$ (755,302)</u>	<u>\$ (755,302)</u>	<u>\$ (755,302)</u>

# HUMAN RESOURCES

The Human Resources Division is responsible for the following functions:

- Recruiting and monitoring the selection process for all District personnel
- Developing and administering the employee classification and wage systems
- Developing and administering the employee benefit programs
- 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 on the 5<sup>th</sup> floor of Courthouse Square

FTE: 4.5



Salem Area Mass Transit District  
Human Resources  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
			Expenses			
464,776	411,116	419,344	Personnel Services	483,469	483,469	483,469
<u>161,573</u>	<u>109,717</u>	<u>232,790</u>	Materials & Services	<u>221,936</u>	<u>221,936</u>	<u>221,936</u>
<u>626,349</u>	<u>520,833</u>	<u>652,134</u>	Total Expenses	<u>705,405</u>	<u>705,405</u>	<u>705,405</u>
<u>\$ (626,349)</u>	<u>\$ (520,833)</u>	<u>\$ (652,134)</u>	Excess Revenue Over/Under Expense	<u>\$ (705,405)</u>	<u>\$ (705,405)</u>	<u>\$ (705,405)</u>

# COMMUNITY RELATIONS DIVISION

The Communications Division includes two departments:

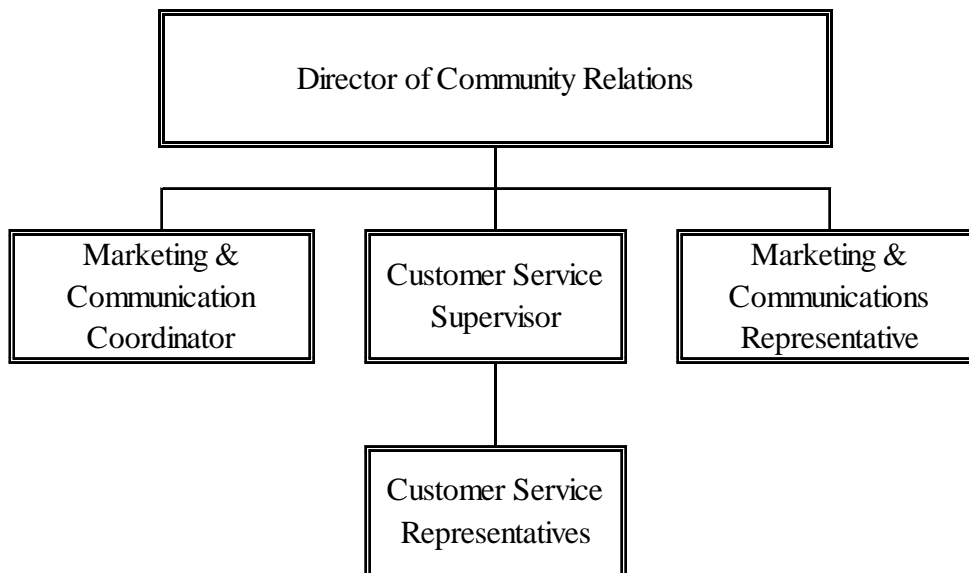
## Marketing and Communications

- Implementation of District Marketing and Communications Plan
- Communication with local jurisdictions, civic agencies, and general public
- Design and production of District printed materials of all types
- Message development and management for District communications
- Management of District websites

## Customer Service

- Provision of telephone information service to the public
- Dissemination of schedules and system maps
- Assistance to customers at Courthouse Square
- Sales of bus passes and District materials

FTE: 9



Salem Area Mass Transit District  
Community Relations  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
			Expenses			
442,860	433,926	469,502	Personnel Services	757,605	757,605	757,605
<u>7,779</u>	<u>2,565</u>	<u>3,450</u>	Materials & Services	<u>285,718</u>	<u>285,718</u>	<u>285,718</u>
<u>450,639</u>	<u>436,491</u>	<u>472,952</u>	Total Expenses	<u>1,043,323</u>	<u>1,043,323</u>	<u>1,043,323</u>
<u>\$ (450,639)</u>	<u>\$ (436,491)</u>	<u>\$ (472,952)</u>	Excess Revenue Over/Under Expense	<u>\$ (1,043,323)</u>	<u>\$ (1,043,323)</u>	<u>\$ (1,043,323)</u>

# TRANSPORTATION DEVELOPMENT DIVISION

The Transportation Development Division includes four departments:

## Rideshare/Vanpool

- carpool matching services in the valley area
- coordination of vanpools
- provision of alternative modes information to the public
- coordination of employer outreach programs

## STF Administration/Planning

- planning of rural bus service for Marion and Polk County
- integration of public transportation into local and regional development
- maintaining and updating the Regional Coordinated Transit and Human Services Plan
- maintaining and updating the District's Title VI Civil Rights Plan
- maintaining and updating the District's Strategic Business Plan
- planning and evaluation of service design

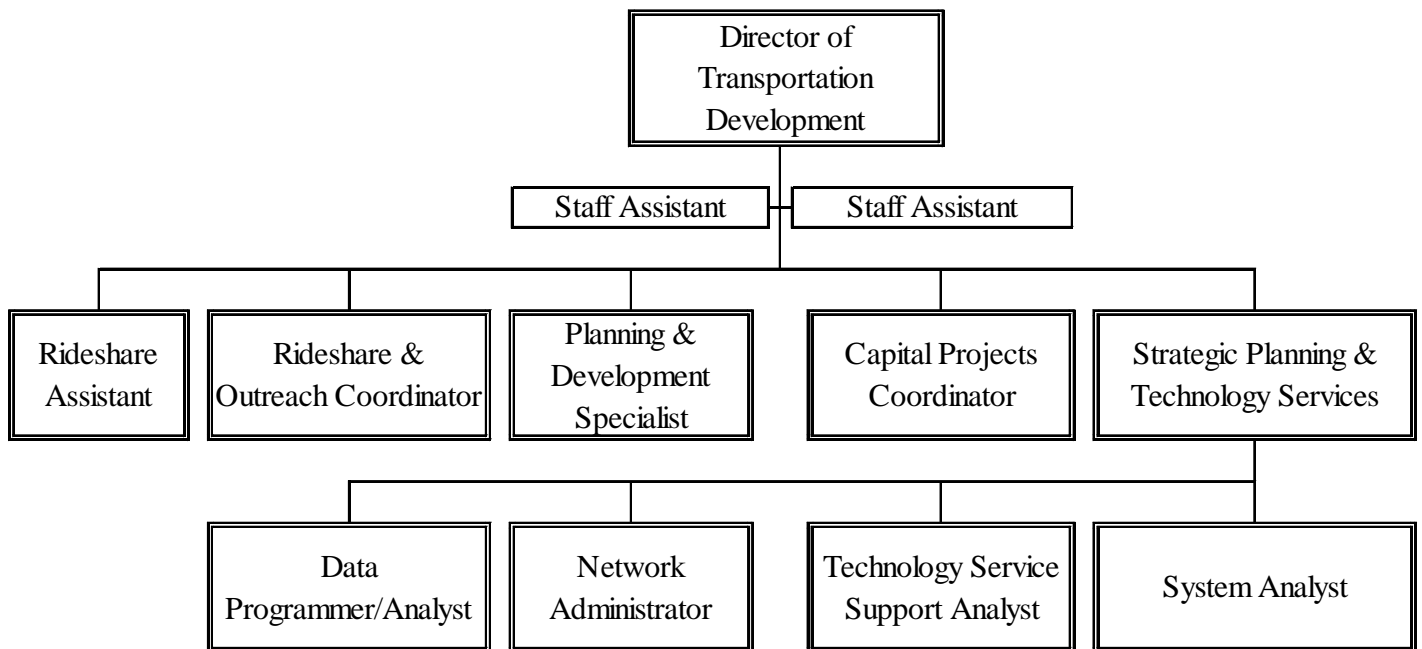
## Capital Projects Management

- manage design and construction of capital construction projects to ensure project completion
- monitor adherence to scope, budget, and schedule for capital construction projects
- maximize coordination opportunities in the development and construction of capital construction projects
- encourage innovation that improves the overall functionality of capital construction projects

## Strategic Planning & Technology Services

- Coordinates all actions in support of the strategic plan, including performance management and reporting.
- Develops technology based solutions to business problems.
- Provides responsive, consistent support of district information systems and components.

FTE: 10.25



Salem Area Mass Transit District  
Transportation Development  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	0	Federal Revenue	260,925	260,925	260,925
209,262	227,756	0	State Revenue	261,146	261,146	261,146
<u>0</u>	<u>0</u>	<u>0</u>	Transfers In	<u>93,955</u>	<u>93,955</u>	<u>93,955</u>
<u>209,262</u>	<u>227,756</u>	<u>0</u>	Total Revenues	<u>616,026</u>	<u>616,026</u>	<u>616,026</u>
Expenses						
768,532	895,556	988,871	Personnel Services	1,031,473	1,031,473	1,031,473
607,601	412,486	737,357	Materials & Services	498,461	498,461	498,461
0	0	0	Capital Outlay	11,953	11,953	11,953
<u>0</u>	<u>0</u>	<u>0</u>	Transfers Out	<u>53</u>	<u>53</u>	<u>53</u>
<u>1,376,133</u>	<u>1,308,042</u>	<u>1,726,228</u>	Total Expenses	<u>1,541,940</u>	<u>1,541,940</u>	<u>1,541,940</u>
<u>\$ (1,166,871)</u>	<u>\$ (1,080,286)</u>	<u>\$ (1,726,228)</u>	Excess Revenue Over/Under Expense	<u>\$ (925,914)</u>	<u>\$ (925,914)</u>	<u>\$ (925,914)</u>

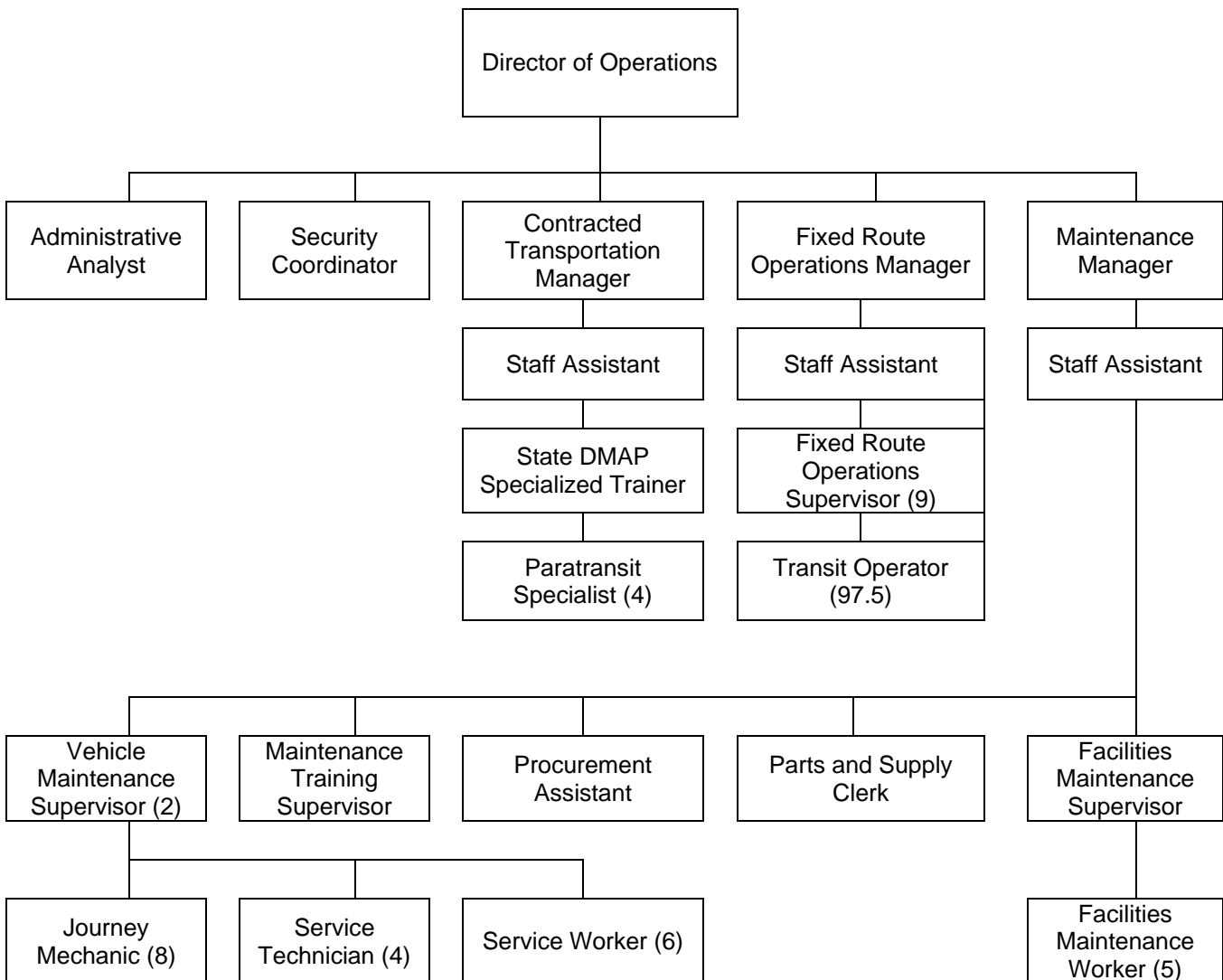


# OPERATIONS DIVISION

Operations Activities include:

- Providing and monitoring the services of the fixed route system of 26 routes and 2.2 million miles of travel
- Siting bus stops and shelters
- Resolution of service complaints
- Prepare and conduct operator work assignments
- Route schedule analysis and implementation
- Enforcement of District ordinances
- Maintenance of District vehicles and facilities
- Oversight of District contracted transportation services which include:
  - CherryLift urban paratransit ADA compliant bus service
  - TripLink regional call center
  - DMAP brokerage that provides non-emergent medical transportation services

FTE: 144



Salem Area Mass Transit District  
Operations  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
			Expenses			
12,027,153	11,761,239	12,306,123	Personnel Services	12,473,201	12,473,201	12,473,201
<u>2,173,504</u>	<u>2,402,319</u>	<u>2,847,454</u>	Materials & Services	<u>2,914,717</u>	<u>2,914,717</u>	<u>2,914,717</u>
<u>14,200,657</u>	<u>14,163,558</u>	<u>15,153,577</u>	Total Expenses	<u>15,387,918</u>	<u>15,387,918</u>	<u>15,387,918</u>
<u>\$14,200,657)</u>	<u>\$14,163,558)</u>	<u>\$ (15,153,577)</u>	Excess Revenue Over/Under Expense	<u>\$15,387,918)</u>	<u>\$15,387,918)</u>	<u>\$15,387,918)</u>

# GENERAL SERVICES

General Services contains District wide expenses for general benefit used by all divisions and staff.

- Retiree medical insurance premiums
- Consulting services for legal, insurance and other professional assistance
- Equipment for district use, copiers, etc.
- Police security contract with City of Salem
- District insurance policy costs
- Miscellaneous office related expenses
- Professional association membership and dues

Salem Area Mass Transit District  
General Services  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	4,668,338	Net Working Capital	3,000,000	3,000,000	3,000,000
2,094,224	2,156,085	2,257,500	Passenger Fares	2,350,000	2,350,000	2,350,000
5,609,926	4,929,262	5,105,792	Federal Revenue	4,790,152	4,790,152	4,790,152
115,265	64,318	368,563	State Revenue	65,000	65,000	65,000
4,660,624	4,565,884	4,500,000	State In Lieu	4,500,000	4,500,000	4,500,000
9,117,288	9,364,134	9,544,003	Current Property Taxes	9,427,299	9,427,299	9,427,299
258,622	268,716	213,271	Prior Property Taxes	242,600	242,600	242,600
1,827,499	1,832,664	1,529,268	Other Income	575,000	575,000	575,000
<u>6,027</u>	<u>2,000</u>	<u>2,000</u>	Transfers In	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<u>23,689,475</u>	<u>23,183,063</u>	<u>28,188,735</u>	Total Revenues	<u>24,952,051</u>	<u>24,952,051</u>	<u>24,952,051</u>
Expenses						
85,853	255,556	138,641	Personnel Services	63,000	63,000	63,000
593,070	1,021,359	610,932	Materials & Services	774,803	774,803	774,803
3,750	0	0	Debt Service	0	0	0
2,196,581	3,125,488	4,128,525	Transfers Out	1,502,401	1,502,401	1,502,401
0	0	750,000	Contingency	1,750,000	1,750,000	1,750,000
0	0	371,426	Reserve Working Capital	1,544,120	1,544,120	1,544,120
<u>2,879,254</u>	<u>4,402,403</u>	<u>5,999,524</u>	Total Expenses	<u>5,634,324</u>	<u>5,634,324</u>	<u>5,634,324</u>
<u>\$ 20,810,221</u>	<u>\$ 18,780,660</u>	<u>\$ 22,189,211</u>	Excess Revenue Over/Under Expense	<u>\$ 19,317,727</u>	<u>\$ 19,317,727</u>	<u>\$ 19,317,727</u>

## **CAPITAL PROJECTS FUND**

Fund which accounts for major capital acquisitions and projects.

FTE: 0.75

Salem Area Mass Transit District  
 Capital Projects Fund  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	102,675	Net Working Capital	1,000,000	1,000,000	1,000,000
1,116,673	4,694,678	2,217,380	Federal Revenue	10,583,914	10,583,914	10,583,914
753,431	2,568,263	704,209	State Revenue	6,053,252	6,053,252	6,053,252
0	0	0	Other Income	1,496,517	1,496,517	1,496,517
<u>287,348</u>	<u>1,153,664</u>	<u>2,079,574</u>	Transfers In	<u>994,234</u>	<u>994,234</u>	<u>994,234</u>
<u>2,157,452</u>	<u>8,416,605</u>	<u>5,103,838</u>	Total Revenues	<u>20,127,917</u>	<u>20,127,917</u>	<u>20,127,917</u>
Expenses						
0	46,750	0	Personnel Services	97,795	97,795	97,795
11,591	1,204	55,774	Materials & Services	231,906	231,906	231,906
2,141,832	8,206,286	3,792,534	Capital Outlay	13,822,565	13,822,565	13,822,565
4,027	(30,224)	0	Transfers Out	112,701	112,701	112,701
0	0	1,255,530	Reserve Working Capital	5,862,950	5,862,950	5,862,950
<u>2,157,450</u>	<u>8,224,016</u>	<u>5,103,838</u>	Total Expenses	<u>20,127,917</u>	<u>20,127,917</u>	<u>20,127,917</u>
<u>\$ 2</u>	<u>\$ 192,589</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
Capital Administrative  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	17,723	1,835,774	Transfers In	112,701	112,701	112,701
0	17,723	1,835,774	Total Revenues	112,701	112,701	112,701
Expenses						
0	46,750	0	Personnel Services	97,795	97,795	97,795
0	1,195	35,774	Materials & Services	14,906	14,906	14,906
0	(30,224)	0	Transfers Out	0	0	0
0	17,721	35,774	Total Expenses	112,701	112,701	112,701
<u>\$ 0</u>	<u>\$ 2</u>	<u>\$ 1,800,000</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# **CAPITAL PROJECTS**

## **COURTHOUSE SQUARE COMPLEX/DEL WEBB**

### **Courthouse Square Administration Building (CH2)**

The Board of Directors along with the County Commissioners voted unanimously to remediate Courthouse Square and selected Structural Preservations Systems, Inc. to perform the remediation. It is anticipated that the construction process will take about 16 months once started.

Next steps to occur will be to complete contract negotiations with Structural Preservations Systems which may take several weeks. Once complete, construction will begin.

### **Del Webb**

Completion of major expansion/renovation work which began in 2006.



Salem Area Mass Transit District  
CH2 Remediation  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	0	Net Working Capital	1,000,000	1,000,000	1,000,000
0	0	0	Federal Revenue	795,845	795,845	795,845
0	0	0	State Revenue	3,000,000	3,000,000	3,000,000
0	0	0	Other Income	1,496,517	1,496,517	1,496,517
<u>0</u>	<u>0</u>	<u>0</u>	Transfers In	<u>198,825</u>	<u>198,825</u>	<u>198,825</u>
<u>0</u>	<u>0</u>	<u>0</u>	<b>Total Revenues</b>	<u><b>6,491,187</b></u>	<u><b>6,491,187</b></u>	<u><b>6,491,187</b></u>
Expenses						
0	0	0	Capital Outlay	3,932,379	3,932,379	3,932,379
0	0	0	Transfers Out	67,621	67,621	67,621
0	0	0	Reserve Working Capital	2,491,187	2,491,187	2,491,187
<u>0</u>	<u>0</u>	<u>0</u>	<b>Total Expenses</b>	<u><b>6,491,187</b></u>	<u><b>6,491,187</b></u>	<u><b>6,491,187</b></u>
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<b>Excess Revenue Over/Under Expense</b>	<u><b>\$ 0</b></u>	<u><b>\$ 0</b></u>	<u><b>\$ 0</b></u>

Salem Area Mass Transit District  
Del Webb Improvements  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
86,002	121,010	0	Federal Revenue	680,939	680,939	680,939
<u>209,254</u>	<u>682,440</u>	<u>0</u>	Transfers In	<u>170,235</u>	<u>170,235</u>	<u>170,235</u>
<u>295,256</u>	<u>803,450</u>	<u>0</u>	Total Revenues	<u>851,174</u>	<u>851,174</u>	<u>851,174</u>
Expenses						
295,255	592,376	180,000	Capital Outlay	550,803	550,803	550,803
<u>0</u>	<u>0</u>	<u>0</u>	Reserve Working Capital	<u>300,371</u>	<u>300,371</u>	<u>300,371</u>
<u>295,255</u>	<u>592,376</u>	<u>180,000</u>	Total Expenses	<u>851,174</u>	<u>851,174</u>	<u>851,174</u>
<u>\$ 1</u>	<u>\$ 211,074</u>	<u>\$ (180,000)</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# CAPITAL PROJECTS VEHICLES

- The fleet currently is made up of 64 buses; 34 CNG buses and 30 diesel buses.
- The expected life of a heavy duty transit bus is 12 years or 500,000 miles.
- 14 diesel buses are 2008 models that meet the 2007 EPA emissions requirements. 12 diesel buses are 2011 models that meet the 2010 EPA emissions requirements. The remaining 4 2012 buses also meet the 2010 emissions requirements.
- The CNG buses average age is 10 years.
- 20 are 35 feet in length and can carry 32 passengers each and 44 are 40 feet in length and can carry 38 passengers.
- The current average mileage for a CNG bus is 244,396 and the average mileage for a diesel bus is 323,305.
- All are wheelchair and bike rack equipped.
- All diesel buses are powered by biodiesel. (B-5)
- Purchased in 2011 with a combination of ARRA and State funds are eight 40 foot and four 35 foot clean diesel buses.

Salem Area Mass Transit District  
Revenue Vehicles  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
944,456	4,171,923	1,442,389	Federal Revenue	889,300	889,300	889,300
563,565	1,060,550	0	State Revenue	569,641	569,641	569,641
<u>46,816</u>	<u>457,523</u>	<u>183,000</u>	Transfers In	<u>230,411</u>	<u>230,411</u>	<u>230,411</u>
<u>1,554,837</u>	<u>5,689,996</u>	<u>1,625,389</u>	Total Revenues	<u>1,689,352</u>	<u>1,689,352</u>	<u>1,689,352</u>
Expenses						
1,554,836	5,708,819	1,725,389	Capital Outlay	1,355,016	1,355,016	1,355,016
0	0	0	Reserve Working Capital	334,336	334,336	334,336
<u>1,554,836</u>	<u>5,708,819</u>	<u>1,725,389</u>	Total Expenses	<u>1,689,352</u>	<u>1,689,352</u>	<u>1,689,352</u>
<u>\$ 1</u>	<u>\$ (18,823)</u>	<u>\$ (100,000)</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
 Non-Revenue Vehicles  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
<u>0</u>	<u>0</u>	<u>0</u>	Transfers In	<u>155,000</u>	<u>155,000</u>	<u>155,000</u>
<u>0</u>	<u>0</u>	<u>0</u>	Total Revenues	<u>155,000</u>	<u>155,000</u>	<u>155,000</u>
Expenses						
<u>0</u>	<u>0</u>	<u>0</u>	Capital Outlay	<u>155,000</u>	<u>155,000</u>	<u>155,000</u>
<u>0</u>	<u>0</u>	<u>0</u>	Total Expenses	<u>155,000</u>	<u>155,000</u>	<u>155,000</u>
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# **CAPITAL PROJECTS TRANSIT CENTERS HIGH FREQUENCY CORRIDOR**

## **Transit Centers**

This project is a key element to a radical system efficiency enhancement for Cherrriots, transit service provide by Salem-Keizer Transit. The Transit Centers are key to the District's system redesign that improves traveling efficiency for Cherrriots' customers. The Transit Centers provide a connecting point for easy transfers allowing passengers to travel throughout the Salem-Keizer area without being required to make connections only at the downtown transit mall. The transit centers will include 8-10 bus bays, passenger waiting areas, transit information kiosks, operator break facilities, park-and-ride spaces, carpool drop-off and pick-up areas, and bicycle storage. The park-and-ride lot would include approximately 70 parking spaces. Some transit complementary retail space may also be included in the future, such as a newspaper stand or visitor center. The Keizer Transit Center construction will begin during fiscal year 2012-2013.

## **High Frequency Corridor Bus Stop and Shelter Improvement Project**

This project will identify locations along frequent service corridors for bus stop improvement and shelter placement. The goal of the project is to improve customer convenience and entice new riders who may choose another option due to conditions at existing stops. The project is consistent with the goals described in the Strategic Business Plan to make improvements along primary, high frequency corridors. This improvements will include new concrete pads, ADA curb cuts, stop benches, new shelters, auxiliary lighting, and possibly improved schedule information systems. This project will be completed in phases and will be prioritized by stop usage and proximity to major trip generators.

Salem Area Mass Transit District  
Transit Centers  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
43,529	375,443	454,991	Federal Revenue	7,236,024	7,236,024	7,236,024
174,248	1,507,713	704,209	State Revenue	554,000	554,000	554,000
<u>31</u>	<u>(20,444)</u>	<u>0</u>	Transfers In	<u>0</u>	<u>0</u>	<u>0</u>
<u>217,808</u>	<u>1,862,712</u>	<u>1,159,200</u>	Total Revenues	<u>7,790,024</u>	<u>7,790,024</u>	<u>7,790,024</u>
Expenses						
217,808	1,862,376	1,220,000	Capital Outlay	7,088,257	7,088,257	7,088,257
0	0	0	Transfers Out	22,540	22,540	22,540
<u>0</u>	<u>0</u>	<u>0</u>	Reserve Working Capital	<u>679,227</u>	<u>679,227</u>	<u>679,227</u>
<u>217,808</u>	<u>1,862,376</u>	<u>1,220,000</u>	Total Expenses	<u>7,790,024</u>	<u>7,790,024</u>	<u>7,790,024</u>
<u>\$ 0</u>	<u>\$ 336</u>	<u>\$ (60,800)</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
HPTC Projects  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	8,384	300,000	Federal Revenue	680,000	680,000	680,000
0	0	0	State Revenue	1,900,000	1,900,000	1,900,000
0	(8,375)	60,800	Transfers In	77,829	77,829	77,829
<u>0</u>	<u>9</u>	<u>360,800</u>	Total Revenues	<u>2,657,829</u>	<u>2,657,829</u>	<u>2,657,829</u>
Expenses						
0	9	0	Materials & Services	0	0	0
0	0	300,000	Capital Outlay	577,460	577,460	577,460
0	0	0	Transfers Out	22,540	22,540	22,540
0	0	0	Reserve Working Capital	2,057,829	2,057,829	2,057,829
<u>0</u>	<u>9</u>	<u>300,000</u>	Total Expenses	<u>2,657,829</u>	<u>2,657,829</u>	<u>2,657,829</u>
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 60,800</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>



# **CAPITAL PROJECTS**

## **CAPITAL EQUIPMENT/FACILITIES**

The Capital Equipment and Facilities project tracks the purchase of minor District software and equipment.

There are a number of high maintenance issues currently planned for replacement/improvement at the administrative offices and maintenance facility at Del Webb. The vehicle drive through wash bay was installed 25 years ago, is long past its useful life, two heat pumps which are not functional, the CNG monitoring system is obsolete and the vault room receiver needs replacement.

As part of its strategic plan, the District plans to implement a more user friendly, cost effective electronic fare system. The new system will provide our customers a simpler fare media, and allow the District to more accurately track both the fares received and the actual demographics of our ridership.

Salem Area Mass Transit District  
Capital Equipment/Facilities  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
42,686	17,918	0	Federal Revenue	51,806	51,806	51,806
15,618	0	0	State Revenue	29,611	29,611	29,611
<u>31,247</u>	<u>24,797</u>	<u>0</u>	Transfers In	<u>49,233</u>	<u>49,233</u>	<u>49,233</u>
<u>89,551</u>	<u>42,715</u>	<u>0</u>	Total Revenues	<u>130,650</u>	<u>130,650</u>	<u>130,650</u>
Expenses						
11,591	0	0	Materials & Services	0	0	0
73,933	42,715	367,145	Capital Outlay	130,650	130,650	130,650
<u>4,027</u>	<u>0</u>	<u>0</u>	Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>
<u>89,551</u>	<u>42,715</u>	<u>367,145</u>	Total Expenses	<u>130,650</u>	<u>130,650</u>	<u>130,650</u>
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (367,145)</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# **CAPITAL PROJECTS BUSINESS INTELLIGENCE**

As part of its strategic plan, the District plans to hire a consultant to build a Performance Management Software that will track ridership statistics, performance indicators and NTD statistics which will help the district in its decision making on routes, fares, and other performance decisions as well as comply with federal and state funding requirements. This project carried over from 2010/2011 with ARRA funds.

Salem Area Mass Transit District  
 Business Intelligence  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
<u>0</u>	<u>0</u>	<u>20,000</u>	Federal Revenue	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
<u>0</u>	<u>0</u>	<u>20,000</u>	Total Revenues	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Expenses						
<u>0</u>	<u>0</u>	<u>20,000</u>	Materials & Services	<u>217,000</u>	<u>217,000</u>	<u>217,000</u>
<u>0</u>	<u>0</u>	<u>0</u>	Capital Outlay	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>
<u>0</u>	<u>0</u>	<u>20,000</u>	Total Expenses	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# SPECIALIZED TRANSPORTATION

**CHERRYLIFT:** Complementary paratransit services to the fixed-route serving people with disabilities

**DMAP:** Brokered Non-Emergency Medical Transportation for Oregon Health Plan Plus recipients in Marion, Polk and Yamhill Counties

**CALL CENTER:** Reservation/scheduling center for CherryLift and DMAP transportation

**CARTS:** Deviated and Flex-route transportation for rural Marion and Polk Counties

**CONTRACTED TRANSPORTATION:** Now a part of Operations Division

**MOBILITY MANAGEMENT/TRAVEL TRAINER:** Eligibility and coordination for travel training and special transportation options

**SHOPPER SHUTTLE:** Service provides transportation for low income seniors and people with disabilities to do their shopping. A limited amount of general service dial-a-ride for the same population is also provided.

FTE: 7

Salem Area Mass Transit District  
Specialized Transportation Fund  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	912,939	Net Working Capital	0	0	0
943	115,062	355,200	Passenger Fares	365,200	365,200	365,200
6,437,474	6,335,756	7,112,137	Federal Revenue	8,762,426	8,762,426	8,762,426
1,750,094	1,813,840	1,955,042	State Revenue	1,957,610	1,957,610	1,957,610
302,095	0	379,884	Other Income	10,937	10,937	10,937
<u>2,326,179</u>	<u>2,445,678</u>	<u>2,048,951</u>	Transfers In	<u>1,054,776</u>	<u>1,054,776</u>	<u>1,054,776</u>
<u>10,816,785</u>	<u>10,710,336</u>	<u>12,764,153</u>	Total Revenues	<u>12,150,949</u>	<u>12,150,949</u>	<u>12,150,949</u>
Expenses						
722,241	947,968	1,122,076	Personnel Services	953,197	953,197	953,197
9,317,691	9,147,125	10,719,138	Materials & Services	10,866,767	10,866,767	10,866,767
0	55,801	0	Capital Outlay	0	0	0
418,945	506,078	2,000	Transfers Out	330,985	330,985	330,985
0	0	920,939	Reserve Working Capital	0	0	0
<u>10,458,877</u>	<u>10,656,972</u>	<u>12,764,153</u>	Total Expenses	<u>12,150,949</u>	<u>12,150,949</u>	<u>12,150,949</u>
<u>\$ 357,908</u>	<u>\$ 53,364</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
Cherrylift  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
943	111,444	205,200	Passenger Fares	205,200	205,200	205,200
1,106,531	914,540	1,508,907	Federal Revenue	3,011,654	3,011,654	3,011,654
397,477	385,126	229,423	State Revenue	233,661	233,661	233,661
302,095	0	349,884	Other Income	0	0	0
<u>1,900,797</u>	<u>1,950,829</u>	<u>1,971,771</u>	Transfers In	<u>929,331</u>	<u>929,331</u>	<u>929,331</u>
<u>3,707,843</u>	<u>3,361,939</u>	<u>4,265,185</u>	Total Revenues	<u>4,379,846</u>	<u>4,379,846</u>	<u>4,379,846</u>
Expenses						
235,940	339,417	404,304	Personnel Services	170,988	170,988	170,988
3,294,053	2,848,304	3,678,665	Materials & Services	3,836,640	3,836,640	3,836,640
<u>177,852</u>	<u>174,219</u>	<u>0</u>	Transfers Out	<u>372,218</u>	<u>372,218</u>	<u>372,218</u>
<u>3,707,845</u>	<u>3,361,940</u>	<u>4,082,969</u>	Total Expenses	<u>4,379,846</u>	<u>4,379,846</u>	<u>4,379,846</u>
<u>\$ (2)</u>	<u>\$ (1)</u>	<u>\$ 182,216</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
 DMAP  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
<u>5,013,668</u>	<u>4,889,568</u>	<u>5,299,250</u>	Federal Revenue	<u>5,672,598</u>	<u>5,672,598</u>	<u>5,672,598</u>
<u>5,013,668</u>	<u>4,889,568</u>	<u>5,299,250</u>	Total Revenues	<u>5,672,598</u>	<u>5,672,598</u>	<u>5,672,598</u>
Expenses						
248,482	264,684	271,428	Personnel Services	262,533	262,533	262,533
4,052,988	3,928,001	4,375,668	Materials & Services	4,727,882	4,727,882	4,727,882
<u>712,199</u>	<u>696,882</u>	<u>0</u>	Transfers Out	<u>682,183</u>	<u>682,183</u>	<u>682,183</u>
<u>5,013,669</u>	<u>4,889,567</u>	<u>4,647,096</u>	Total Expenses	<u>5,672,598</u>	<u>5,672,598</u>	<u>5,672,598</u>
<u>\$ (1)</u>	<u>\$ 1</u>	<u>\$ 652,154</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>



Salem Area Mass Transit District  
Call Center  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
			Revenue			
0	0	0	Total Revenues	0	0	0
			Expenses			
37,952	44,991	19,178	Personnel Services	24,733	24,733	24,733
851,305	826,112	812,814	Materials & Services	769,000	769,000	769,000
(889,258)	(871,101)	0	Transfers Out	(793,733)	(793,733)	(793,733)
(1)	2	831,992	Total Expenses	0	0	0
<u>\$ 1</u>	<u>\$ (2)</u>	<u>\$ (831,992)</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
Carts  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	3,619	150,000	Passenger Fares	160,000	160,000	160,000
317,275	476,827	303,980	Federal Revenue	0	0	0
486,719	516,043	891,884	State Revenue	1,234,131	1,234,131	1,234,131
0	0	30,000	Other Income	0	0	0
<u>110,317</u>	<u>229,600</u>	<u>0</u>	Transfers In	<u>13,448</u>	<u>13,448</u>	<u>13,448</u>
<u>914,311</u>	<u>1,226,089</u>	<u>1,375,864</u>	Total Revenues	<u>1,407,579</u>	<u>1,407,579</u>	<u>1,407,579</u>
Expenses						
0	22,602	100,768	Personnel Services	102,712	102,712	102,712
722,611	1,190,603	1,268,843	Materials & Services	1,273,927	1,273,927	1,273,927
0	55,801	0	Capital Outlay	0	0	0
<u>0</u>	<u>31,859</u>	<u>0</u>	Transfers Out	<u>30,940</u>	<u>30,940</u>	<u>30,940</u>
<u>722,611</u>	<u>1,300,865</u>	<u>1,369,611</u>	Total Expenses	<u>1,407,579</u>	<u>1,407,579</u>	<u>1,407,579</u>
<u>\$ 191,700</u>	<u>\$ (74,776)</u>	<u>\$ 6,253</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
STF Coordination  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	153,250	State Revenue	153,250	153,250	153,250
<u>120,575</u>	<u>148,930</u>	<u>0</u>	Transfers In	<u>0</u>	<u>0</u>	<u>0</u>
<u>120,575</u>	<u>148,930</u>	<u>153,250</u>	Total Revenues	<u>153,250</u>	<u>153,250</u>	<u>153,250</u>
Expenses						
116,397	140,426	138,203	Personnel Services	103,737	103,737	103,737
4,181	8,505	15,047	Materials & Services	12,786	12,786	12,786
<u>0</u>	<u>0</u>	<u>0</u>	Transfers Out	<u>36,727</u>	<u>36,727</u>	<u>36,727</u>
<u>120,578</u>	<u>148,931</u>	<u>153,250</u>	Total Expenses	<u>153,250</u>	<u>153,250</u>	<u>153,250</u>
<u>\$ (3)</u>	<u>\$ (1)</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
Travel Training  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	54,821	0	Federal Revenue	78,174	78,174	78,174
80,634	94,152	131,915	State Revenue	152,478	152,478	152,478
0	0	0	Other Income	10,937	10,937	10,937
<u>9,229</u>	<u>15,877</u>	<u>77,180</u>	Transfers In	<u>90,927</u>	<u>90,927</u>	<u>90,927</u>
<u>89,863</u>	<u>164,850</u>	<u>209,095</u>	Total Revenues	<u>332,516</u>	<u>332,516</u>	<u>332,516</u>
Expenses						
83,476	135,850	188,195	Personnel Services	288,494	288,494	288,494
6,388	29,000	20,900	Materials & Services	41,372	41,372	41,372
<u>0</u>	<u>0</u>	<u>0</u>	Transfers Out	<u>2,650</u>	<u>2,650</u>	<u>2,650</u>
<u>89,864</u>	<u>164,850</u>	<u>209,095</u>	Total Expenses	<u>332,516</u>	<u>332,516</u>	<u>332,516</u>
<u>\$ (1)</u>	<u>\$ 0</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Salem Area Mass Transit District  
Shopper Shuttle  
Annual Budget  
2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
182,904	216,160	548,570	State Revenue	184,090	184,090	184,090
<u>185,261</u>	<u>100,442</u>	<u>0</u>	Transfers In	<u>21,070</u>	<u>21,070</u>	<u>21,070</u>
<u>368,165</u>	<u>316,602</u>	<u>548,570</u>	Total Revenues	<u>205,160</u>	<u>205,160</u>	<u>205,160</u>
Expenses						
<u>368,166</u>	<u>316,602</u>	<u>547,201</u>	Materials & Services	<u>205,160</u>	<u>205,160</u>	<u>205,160</u>
<u>368,166</u>	<u>316,602</u>	<u>547,201</u>	Total Expenses	<u>205,160</u>	<u>205,160</u>	<u>205,160</u>
<u>\$ (1)</u>	<u>\$ 0</u>	<u>\$ 1,369</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# **Facility Maintenance Fund**

Fund to accumulate resources for facility improvements

Salem Area Mass Transit District  
 Facility Maintenance Fund  
 Annual Budget  
 2012-2013

2009-2010 Actual	2010-2011 Actual	2011-2012 Amended Budget	Description	2012-2013 Proposed	2012-2013 Approved	2012-2013 Adopted
Revenue						
0	0	210,000	Net Working Capital	198,825	198,825	198,825
<u>1,198</u>	<u>899</u>	<u>3,000</u>	Other Income	<u>0</u>	<u>0</u>	<u>0</u>
<u>1,198</u>	<u>899</u>	<u>213,000</u>	Total Revenues	<u>198,825</u>	<u>198,825</u>	<u>198,825</u>
Expenses						
0	0	0	Transfers Out	198,825	198,825	198,825
<u>0</u>	<u>0</u>	<u>213,000</u>	Reserve Working Capital	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>213,000</u>	Total Expenses	<u>198,825</u>	<u>198,825</u>	<u>198,825</u>
<u>\$ 1,198</u>	<u>\$ 899</u>	<u>\$ 0</u>	Excess Revenue Over/Under Expense	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

## **MISCELLANEOUS INFORMATION**



# **Board Members**

**BUDGET COMMITTEE**  
**Salem Area Mass Transit District**  
As of October 27, 2011

**BOARD MEMBERS**

**CITIZEN MEMBERS**

**Subdistrict #1**

**STEVE EVANS**  
1936 Orchard Heights Rd  
Salem, OR 97304-2507  
(503) 949-5263 ©  
Email: [evanss@cherriots.org](mailto:evanss@cherriots.org)

Term Expires 06/30/15

**DENNIS KILFOIL, Chair**  
1362 Moonbeam Ct NW  
Salem, OR 97304  
(503) 798-4175 (w)  
Email: [dkilfoil@mchaor.org](mailto:dkilfoil@mchaor.org)

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

**Subdistrict #2**

**RON CHRISTOPHER**  
6630 Craftsman Loop  
Keizer, OR 97303  
(503) 393-7707  
Email: [christopherr@cherriots.org](mailto:christopherr@cherriots.org)

Term Expires 06/30/13

**STEVE HORNING**  
584 Castle Glen Lane  
Keizer, OR 97303  
(503) 393-5363  
Email: [SteveH@botc.com](mailto:SteveH@botc.com)

Appointed 09/27/09  
Appointment Expires 06/30/12

**Subdistrict #3**

**KATE TARTER**  
3217 Northgate Ave NE  
Salem, OR 97303  
(503) 779-4152 (c)  
Email: [tarterk@cherriots.org](mailto:tarterk@cherriots.org)

Term Expires 06/30/15

**TED ANAGNOS**  
7245 Laurelridge Loop NE  
Keizer, OR 97303  
(503) 540-4219 (w) (503)390-2766 (h)  
Email: [tedanagnos@comcast.net](mailto:tedanagnos@comcast.net)

Appointment 08/26/10  
Appointment Expires 06/30/2013

**Subdistrict #4**

**DOUG RODGERS**  
2250 Brown Rd NE  
Salem, OR 97305  
(503) 363-5064  
Email: [rogersd@cherriots.org](mailto:rogersd@cherriots.org)

2-Years of 4-Year Term Expires 06/30/13

**BILL HOLMSTROM**  
625 14<sup>th</sup> Street NE  
Salem, OR 97301  
(503) 720-6837  
Email: [bill.holmstrom@state.or.us](mailto:bill.holmstrom@state.or.us)

Appointed 09-27-09  
Appointment Expires 06/30/12

**BUDGET COMMITTEE**  
**Salem Area Mass Transit District**  
As of October 27, 2011

**BOARD MEMBERS**

**CITIZEN MEMBERS**

**Subdistrict #5**

**JERRY THOMPSON**  
4930 State Street  
Salem, OR 97301-5244  
(503) 364-9468  
Email: [thompsonj@cherriots.org](mailto:thompsonj@cherriots.org)

Term Expires 06/30/15

**JOHN HAMMILL**  
4372 Vernon Loop NE  
Salem, OR 97305  
503 393-1866  
Email: [MARASK@ME.com](mailto:MARASK@ME.com)

Appointed 10/27/11;  
Appointment Expires 06/30/14

**Subdistrict #6**

**ROBERT KREBS**  
3435 Bluff Ave SE  
Salem, OR 97302  
(503) 375-2821  
Email: [krebsr@cherriots.org](mailto:krebsr@cherriots.org)

Term Expires 06/30/13

**DALE PENN II**  
4982 Halls Ferry Rd S  
Salem, OR 97302-9719  
(503) 510-2200 (c)  
Email: [dwpenn2@hotmail.com](mailto:dwpenn2@hotmail.com)

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

**Subdistrict #7**

**MARCIA KELLEY**  
396 Washington Street S  
Salem, OR 97302-5149  
(503) 581-8384  
Email: [kelleym@cherriots.org](mailto:kelleym@cherriots.org)

Term Expires 06/30/15

**CLAUDIA HOWELLS**  
1045 Cross St SE  
Salem, OR 97302  
(503) 363-6587  
Email: [claudiahowells@msn.com](mailto:claudiahowells@msn.com)

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

**BUDGET OFFICER**

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

Phone: (503) 588-2424  
Fax: (503) 566-3933  
Email: [pollocka@cherriots.org](mailto:pollocka@cherriots.org)  
or [SKT@cherriots.org](mailto:SKT@cherriots.org)

## **Public Notices**

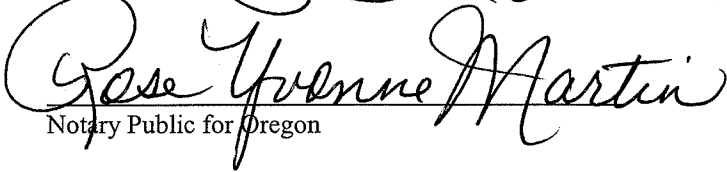
# Affidavit of Publication

STATE OF OREGON,  
County of Marion, } ss.

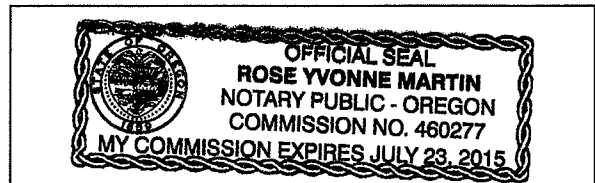
I ... Britney M. Sullivan...being First duly sworn, dispose and say that I am the principal clerk of the **Statesman Journal**, a newspaper of general circulation as defined by Sections 193.010 to 193.110, Oregon revised Statutes; printed and Published at Salem in the aforesaid county and state; that the **Public Notice for SALEM AREA TRANSIT DISTRICT – NOTICE OF BUDGET COMMITTEE MEETING (Jared Isaksen Ad # 1150095055)** a printed copy of which is hereby annexed, was published in the entire issue of said newspaper for ... **ONE** ... successive and consecutive times in the following issues – **April 10, 2012**



Subscribed and sworn to me this 30<sup>th</sup> Day of April, 2012



Notary Public for Oregon



## PUBLIC NOTICE

### NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Salem Area Mass Transit District, Marion County, State of Oregon, to discuss the budget for the fiscal year July 1, 2012 to June 30, 2013, will be held at Administration Office 925 Commercial St. SE, Suite 350, Salem. The meeting will take place on May 1, 2012 at 6:30 p.m. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 2, 2012 at 925 Commercial St. SE, Suite 100, Salem, between the hours of 8:00 a.m. and 5:00 p.m.

This is a public meeting where deliberations of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

Statesman Journal April 10, 2012

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

I, Laurie Painter, being first duly sworn, depose and say that I am the Legal Clerk 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 the Notice of Budget Committee Meeting of the Salem Area Mass Transit District, published in (1) One successive and consecutive issues, April 13, 2012.

Subscribed and Sworn to before me this

17th day of April, 2012

*Laurie Painter*  
Laurie Painter

*Margherita L. Beyer*  
Notary Public for Oregon, Marion County

*Nov. 25, 2012*  
My Commission Expires



**NOTICE OF BUDGET COMMITTEE MEETING**

A public meeting of the Budget Committee of the Salem Area Mass Transit District, Marion, State of Oregon,  
(District Name) (County)

to discuss the budget for the fiscal year July 1, 2012 to June 30, 2013, will be held at Administration Offices  
(Location)

925 Commercial St. SE, Suite 350, Salem. The meeting will take place on May 1, 2012 at 6:30  am  pm  
(Address) (Date) (Time)

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.

A copy of the budget document may be inspected or obtained on or after May 2, 2012 at 925 Commercial St SE,  
(Date) (Location)

Suite 100, Salem, between the hours of 8:00  am  pm and 5:00  am  pm  
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This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

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## Financial Information

Salem-Keizer Transit has started the budget process for the fiscal year July 1, 2012 to June 30, 2013.

A public meeting will take place on May 1, 2012 at 6:30pm at 925 Commercial St. SE, Suite 350, Salem. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.

For more information, please read the [public notice](#).

<a href="#">Click Here</a>	Salem-Keizer Transit <b>Adopted</b> 2011-12 Budget
<a href="#">Click Here</a>	Salem-Keizer Transit Fiscal Year 2010-11 <b>Annual Report</b>
<a href="#">Click Here</a>	Salem-Keizer Transit <b>Adopted</b> 2010-11 Budget
<a href="#">Click Here</a>	

# Affidavit of Publication

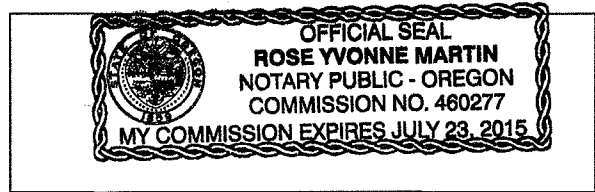
STATE OF OREGON,  
County of Marion, } ss.

I ... Cherie L Cavallaro...being First duly sworn, depose and say that I am the principal clerk of the **Statesman Journal**, a newspaper of general circulation as defined by Sections 193.010 to 193.110, Oregon revised Statutes; printed and Published at Salem in the aforesaid county and state; that the **Public Notice for SALEM AREA TRANSIT – 2012 BUDGET SUMMARY (Jared Isaksen, Cpa Ad # 302184)** a printed copy of which is hereby annexed, was published in the entire issue of said newspaper for ... **ONE** ... successive and consecutive times in the following issues – **June 8, 2012.**

*Cherie Cavallaro*

Subscribed and sworn to me this 26<sup>th</sup> Day of June, 2012

*Rose Yvonne Martin*  
Notary Public for Oregon



come together for a sheep?

A public meeting of the Salem Area Mass Chambers, Salem, OR 97301. The public meeting was approved by the Salem Area Mass Transit Authority on June 1, 2011 at 5:00 p.m. This Budget is for an annual period of accounting used during the preceding year.

Contact: Jared Isaksen

**TOTAL OF ALL FUNDS**

Beginning Fund Balance/Net Working Capital  
Fees, Licenses, Permits, Fines, Assessments  
& Other Service Charges  
Federal, State and All Other Grants, Allocations and Donations  
Revenue from Bonds and Other Debt  
Interfund Transfers/Internal Service Charges  
All Other Resources Except Property Taxes  
Property Taxes Estimated to be Received

**FINANCIAL SUMMARY**

Personnel Services  
Materials and Services  
Capital Outlay  
Debt Service  
Interfund Transfers  
Contingencies  
Special Payments  
Unappropriated Ending Balance and Reserve for Future Expenditure

**Total Requirements**

**FINANCIAL SUMMARY**

**Vanessa Cline high-fives a family member at the commencement ceremony.** THOMAS PATTON

## Titans celebrate

**By Justin Much**  
Statesman Journal

West Salem High School student body president Brittany Moye rhymed, and senior class president Curt Curtis used reason.

Both deliveries went well with collective energetic character of Titan graduation ceremony.

Energy buzzed through the lobby as 364 West Salem High School graduating seniors entered the Pavilion at Oregon State Fairgrounds on a collective wave of excitement Thursday night.

"It's very overwhelming," said class vice president Kailia Walter before the formalities began. There were two or three graduations before. My sister (Dani Walter) graduated three years ago. But you never really understand the moment until your (graduation). This happens fast."

The ceremony mixed a collection of encouragements, salutes, admissions and a vibrant flood of optimism accompanied by performances by student bands and singers.

Principal Ed John hammered home the importance of never fearing failure: "A setback is a setup for a comeback."

Ready to



come together for a sheep?

## PUBLIC NOTICE

### NOTICE OF BUDGET HEARING

A public meeting of the Salem Area Mass Transit District will be held on June 28, 2012 at 6:30 p.m. at 555 Liberty Rd SE, Council Chambers, Salem, OR 97301. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 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 925 Commercial St SE, Ste. 100, Salem, OR 97302 between the hours of 8:00 a.m. and 5:00 p.m. This Budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the basis of accounting used during the preceding year. If different the major changes and their effect on the budget are:

Contact: Jared Isaksen

503-588-2424

isaksenj@cherriots.org

#### FINANCIAL SUMMARY-RESOURCES

TOTAL OF ALL FUNDS	Actual Amount Last Year 2010-11	Adopted Budget This Year 2011-12	Approved Budget Next Year 2012-13
Beginning Fund Balance/Net Working Capital	9,809,906	5,893,952	4,198,825
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,271,147	2,612,700	2,715,200
Federal, State and All Other Grants, Gifts, Allocations and Donations	25,199,757	21,443,123	37,234,425
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers/Internal Service Reimbursement	3,601,342	4,130,525	2,144,965
All Other Resources Except Property Taxes	1,833,563	1,912,152	2,082,454
Property Taxes Estimated to be Received	9,632,850	9,757,274	9,669,899
<b>Total Resources</b>	<b>52,348,565</b>	<b>45,749,726</b>	<b>58,045,768</b>

#### FINANCIAL SUMMARY-REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	15,876,659	19,362,777	16,811,057
Materials and Services	13,293,738	14,952,995	16,098,158
Capital Outlay	8,262,087	3,792,534	13,834,518
Debt Service	0	0	0
Interfund Transfers	3,601,342	4,130,525	2,144,965
Contingencies	0	750,000	1,750,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserve for Future Expenditure	0	2,760,895	7,407,070
<b>Total Requirements</b>	<b>41,033,826</b>	<b>45,749,726</b>	<b>58,045,768</b>

#### FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM\*

Name of Organizational Unit or Program FTE for that unit or program			
General Manager/Board	1,170,833	1,027,453	499,865
FTE	6.00	6.00	2.00
Finance	599,644	3,746,327	755,302
FTE	6.00	7.00	7.00
Human Resources	520,833	652,134	705,405
FTE	4.50	4.50	4.50
Community Relations	0	0	0
FTE	0.00	0.00	9.00
Transportation Development	1,295,574	1,609,720	1,541,940
FTE	13.50	13.50	10.25
Operations	14,163,551	15,153,577	15,387,918
FTE	144.00	144.00	144.00
Capital Projects Fund	8,224,016	5,083,838	20,127,917
FTE	1.00	1.00	0.75
Special Transportation Fund	10,656,972	12,264,153	12,150,949
FTE	6.00	6.00	7.00
Facilities Maintenance Fund	0	213,000	198,825
FTE	0.00	0.00	0.00
Non-Departmental/Non-Program	4,402,403	5,999,524	5,634,324
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>41,000,826</b>	<b>45,749,726</b>	<b>58,045,768</b>
<b>Total FTE</b>	<b>181.100</b>	<b>182.000</b>	<b>184.50</b>

#### STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING\*

Information Technology no longer falls under the General manager/Board, now it is under Transportation Development. Community Relations is now its own division where it used to be under Transportation Development.

The Capital Projects fund has two major projects in the budget for fiscal year 2013, the Keizer Transit Center and Courthouse Square. In fiscal year 2012 the Finance division has a \$3,100,000 reserve.

In fiscal year 2012 the Special Transportation fund increased its expenses associated with Cherrylift operations.

#### PROPERTY TAX LEVIES

	Rate/Amount Imposed	Rate/Amount Imposed	Rate/Amount Approved
Permanent Rate Levy (Rate Limit .7609 per \$1,000)	.7609	.7609	.7609

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

I, Lyndon A. Zaitz, being first duly sworn, depose and say that I am the Publisher of the Keizertimes, a newspaper of general circulation as defined by Section 58, Oregon Laws, as amended by Chapter 445 General Laws of Oregon, 1929, printed and published in Keizer. In aforesaid county and state, that the Notice of Budget Hearing for Salem Area Mass Transit District to be held on June 28, 2012 at 6:30 p.m., to discuss the budget for the fiscal year beginning July 1, 2012, published in (1) One successive and consecutive issues, June 8, 2012.

Subscribed and Sworn to before me this

8th day of June 2012

*L. A. Zaitz*  
Lyndon A. Zaitz

*Margherita L. Beyers*  
Notary Public for Oregon, Marion County

*Nov. 25, 2012*  
My Commission Expires



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Contact: Jared Isaacs Telephone: 503-588-2424 Email: isaacsj@cbemotd.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2010-11	Adopted Budget This Year 2011-12	Approved Budget Next Year 2012-13
Beginning Fund Balance/Net Working Capital	9,809,909	5,693,952	4,198,825
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,271,147	2,812,700	2,715,200
Federal, State and All Other Grants, Gifts, Allocations and Donations	25,199,757	21,443,123	37,234,425
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Human Resources	520,833	652,134	705,405
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Community Relations	0	0	1,043,323
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PROPERTY TAX LEVIES			
Permanent Rate Levy (rate limit per \$1,000)	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
	7609	7609	7609

# Budget Calendar

**Salem Area Mass Transit District  
Proposed Budget Calendar - DRAFT  
Fiscal Year 2012-2013**

Day	Responsible	Date	Time	Activity
Thursday	Finance	January 26, 2012	6:30 PM	Board adopts budget calendar
Monday	Finance	April 9, 2012		Publish First Notice of Budget Committee Meeting (10-30 Days)
Monday	Finance	April 16, 2012		Publish Second Notice of Budget Committee Meeting (5-30 Days)
Friday	Executive Team	April 20, 2012		Executive Team approves draft for Budget Committee
Tuesday	Finance	April 24, 2012	6:30 PM	Training Session/Budget Committee
Tuesday	Executive Team	May 1, 2012	6:30 PM	Election of Officers/Budget Committee Meeting
Thursday	Finance	May 3, 2012	6:30 PM	Budget Committee meets, deliberates and approves Budget
Tuesday	Finance	May 15, 2012	6:30 PM	Budget Committee Work Session (if needed)
Thursday	Finance	May 17, 2012	6:30 PM	Budget Committee Work Session (if needed)
Thursday	Budget Committee	May 24, 2012	6:30 PM	Budget Committee presents Budget, Board sets Budget Hearing
Monday	Finance	June 4, 2012		Publish Budget Summary and Notice of Budget Hearing (5-30 Days)
Thursday	Budget Committee	June 28, 2012	6:30 PM	Budget Hearing
Thursday	Board	June 28, 2012	6:30 PM	Board of Directors adopts 2012/2013 Budget, makes appropriation and levies taxes
Friday	Finance	July 6, 2012		Adopted budget and levy certification form due to County Assessors (July 15, 2012)

# Salary Schedule

**Salem Keizer Transit District**  
**Salary Schedule as of January 1, 2012**

<b><u>Bargaining Unit Positions</u></b>	<b><u>Grade</u></b>	<b><u>Minimum</u></b>	<b><u>Maximum</u></b>
Service Worker	1B	\$33,702.00	\$39,332.80
Facilities Maintenance Worker	1B	\$33,702.00	\$39,332.80
Parts & Supplies Clerk	2B	\$35,235.20	\$42,161.60
Service Technician	3B	\$37,876.80	\$45,448.00
Transit Operator	4B	\$38,105.60	\$45,718.40
Journey Mechanic	5B	\$45,947.20	\$55,203.20
<b><u>Non-Bargaining Positions</u></b>			
Receptionist/Part Time	3	\$27,560.00	\$35,880.00
Customer Service Representative	5	\$31,408.00	\$40,872.00
Fiscal Assistant	6	\$33,488.00	\$43,638.40
Human Resources Assistant 1	6	\$33,488.00	\$43,638.40
Staff Assistant	7	\$35,796.80	\$46,592.00
Fiscal Assistant-Payroll	7	\$35,796.80	\$46,592.00
Administrative Secretary	8	\$38,168.00	\$49,732.80
Procurement Assistant	8	\$38,168.00	\$49,732.80
Technology Services Support Analyst	11	\$46,483.32	\$60,488.74
Mobility Coordinator	11	\$46,483.32	\$60,488.74
Marketing & Communications Representative	11	\$46,483.32	\$60,488.74
Outreach Representative	11	\$46,483.32	\$60,488.74
Specialized Transportation Contract Coordinator	11	\$46,483.32	\$60,488.74
Specialized Transportation Trainer	11	\$46,483.32	\$60,488.74
Administrative Analyst	11	\$46,483.32	\$60,488.74
Human Resources Specialist	11	\$46,483.32	\$60,488.74
Customer Service Supervisor	12	\$49,612.42	\$64,567.36
Security Coordinator	12	\$49,612.42	\$64,567.36
Operations Supervisor	12	\$49,612.42	\$64,567.36
Safety & Loss Control Specialist	13	\$52,957.32	\$68,926.52
Grants Administrator Financial Analyst	13	\$52,957.32	\$68,926.52
Procurement Specialist	13	\$52,957.32	\$68,926.52
Marketing & Communications Coordinator	13	\$52,957.32	\$68,926.52
Systems Analyst	13	\$52,957.32	\$68,926.52
Planning & Development Specialist	13	\$52,957.32	\$68,926.52
Rideshare & Outreach Coordinator	13	\$52,957.32	\$68,926.52
Contract Transportation Manager	14	\$56,518.82	\$73,587.80
Facilities Maintenance Supervisor	14	\$56,518.82	\$73,587.80
Maintenance Training Supervisor	14	\$56,518.82	\$73,587.80
Network Administrator	14	\$56,518.82	\$73,587.80
Vehicle Maintenance Supervisor	14	\$56,518.82	\$73,587.80
Capital Projects Manager	16	\$64,394.72	\$83,859.88
Fixed Route Operations Manager	17	\$68,753.88	\$89,513.84
Maintenance Manager	17	\$68,753.88	\$89,513.84
Strategic Planning & Technology Services	17	\$68,753.88	\$89,513.84
Finance Director	19	\$78,335.40	\$102,008.66
Human Resources Director	19	\$78,335.40	\$102,008.66
Operations Director	19	\$78,335.40	\$102,008.66
Transportation Development Director	19	\$78,335.40	\$102,008.66

# Meeting Agendas



**Salem Area Mass Transit District**

**BUDGET COMMITTEE**

**DATE:** Tuesday, May 1, 2012  
**TIME:** 6:30 PM – 8:30 PM  
**PLACE:** Salem-Keizer Transit Administration Office  
925 Commercial Street SE, Suite 350

**AGENDA**

- A. CALL TO ORDER AND NOTE OF ATTENDANCE**
- B. OATH OF OFFICE FOR NEW MEMBERS**
- C. ELECTION OF OFFICERS**
  - 1. Chairperson
  - 2. Secretary
- D. ANNOUNCEMENTS**
- E. BUDGET MESSAGE**
- F. PUBLIC COMMENT**
- G. DISCUSSION OF THE PROPOSED BUDGET**
  - 1. Fund Budgets
  - 2. Division Budgets
  - 3. Overall Budget
- H. ACTION**

When the Budget Committee completes their review and discussion of the FY 2012/2013, they will move to approve the Proposed Fiscal Year 2012-2013 Budget.
- I. OTHER BUSINESS**
- J. 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 five (5) minutes. Written comments may be submitted to Salem-Keizer Transit, 925 Commercial Street SE, Suite 100, Salem Oregon 97302

**SPECIAL ACCOMMODATIONS**

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

The Proposed FY 2012/2013 Budget document can be seen on our website at [www.cherriots.org](http://www.cherriots.org).

A hard copy is available to review in the Administration Office of Salem-Keizer Transit at 925 Commercial Street SE, Suite 100, Salem Oregon; or if you wish to have your own copy of the budget, please call the Finance Division at (503)588-2424 to place an order.

Budget documents are \$5.00 each.

**Salem Area Mass Transit District**  
**BUDGET COMMITTEE**

**DATE:** Thursday, May 3, 2012  
**TIME:** 6:30 PM – 8:30 PM  
**PLACE:** Salem-Keizer Transit Administration Office  
925 Commercial Street SE, Suite 350

**AGENDA**

- A. CALL TO ORDER AND NOTE OF ATTENDANCE**
- B. PUBLIC COMMENT**
- C. CONTINUED DISCUSSION OF THE PROPOSED BUDGET**
  - 1. Fund Budgets**
  - 2. Division Budgets**
  - 3. Overall Budget**
- D. APPROVAL OF THE *PROPOSED* FY 2012/2013 BUDGET**
- E. OTHER BUSINESS**
- F. ADJOURN**

**PUBLIC COMMENT**

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Salem-Keizer Transit ~ 925 Commercial Street SE, Suite 100 ~ Salem OR 97302  
Phone (503) 588-2424 ~ Email: [skt@cherriots.org](mailto:skt@cherriots.org) ~ Website: [www.cherriots.org](http://www.cherriots.org)

# **LB Documents**

**FORM LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Salem Area Mass Transit District will be held on June 28, 2012 at 6:30 am X pm at 555 Liberty St. SE, Council Chambers, Salem, OR 97301, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 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 925 Commercial St SE, Ste. 100 Salem, OR 97302, between the hours of 8 a.m. and 5 p.m. This budget is for an X annual    biennial budget period. This budget was prepared on a basis of accounting that is X the same as    different than used the preceding year. If different, the major changes and their effect on the budget are:

Contact: Jared Isaksen

Telephone: 503-588-2424

Email: isaksenj@cherriots.org

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount 2010-11	Adopted Budget This Year 2011-12	Approved Budget Next Year 2012-13
Beginning Fund Balance/Net Working Capital	9,809,906	5,893,952	4,198,825
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,271,147	2,612,700	2,715,200
Federal, State and All Other Grants, Gifts, Allocations and Donations	25,199,757	21,443,123	37,234,425
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	3,601,342	4,130,525	2,144,965
All Other Resources Except Property Taxes	1,833,563	1,912,152	2,082,454
Property Taxes Estimated to be Received	9,632,850	9,757,274	9,669,899
<b>Total Resources</b>	<b>52,348,565</b>	<b>45,749,726</b>	<b>58,045,768</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	15,876,659	19,362,777	16,811,057
Materials and Services	13,293,738	14,952,995	16,098,158
Capital Outlay	8,262,087	3,792,534	13,834,518
Debt Service	0	0	0
Interfund Transfers	3,601,342	4,130,525	2,144,965
Contingencies	0	750,000	1,750,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	2,760,895	7,407,070
<b>Total Requirements</b>	<b>41,033,826</b>	<b>45,749,726</b>	<b>58,045,768</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
<b>Name of Organizational Unit or Program FTE for that unit or program</b>			
General Manager/Board	1,170,833	1,027,453	499,865
FTE	6.00	6.00	2.00
Finance	599,644	3,746,327	755,302
FTE	6.00	7.00	7.00
Human Resources	520,833	652,134	705,405
FTE	4.50	4.50	4.50
Community Relations	0	0	1,043,323
FTE	0.00	0.00	9.00
Transportation Development	1,295,574	1,609,720	1,541,940
FTE	13.50	13.50	10.25
Operations	14,163,551	15,153,577	15,387,918
FTE	144.00	144.00	144.00
Capital Projects Fund	8,224,016	5,083,838	20,127,917
FTE	1.00	1.00	0.75
Special Transportation Fund	10,656,972	12,264,153	12,150,949
FTE	6.00	6.00	7.00
Facilities Maintenance Fund	0	213,000	198,825
FTE	0.00	0.00	0.00
Non-Departmental / Non-Program	4,402,403	5,999,524	5,634,324
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>41,033,826</b>	<b>45,749,726</b>	<b>58,045,768</b>
<b>Total FTE</b>	<b>181.00</b>	<b>182.00</b>	<b>184.50</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

Information Technology no longer falls under the General Manager/Board, now it is under Transportation Development. Community Relations is now its own division where it used to be under Transportation Development.

The Capital Projects fund has two major projects in the budget for fiscal year 2013, the Keizer Transit Center and Courthouse Square.

In fiscal year 2012 the Finance division has a \$3,100,000 reserve .

In fiscal year 2012 the Special Transportation fund increased its expenses associated with Cherrylift operations.

<b>PROPERTY TAX LEVIES</b>			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit _____ per \$1,000)	.7609	.7609	.7609

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

# FORM LB-50 2012-2013

To assessor of Marion County

Check here if this is an amended form.

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

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

<u>925 Commercial St SE, Ste. 100</u> Mailing Address of District	<u>Salem</u> City	<u>OR</u> State	<u>97302-4173</u> Zip	 Date
<u>Jared Isaksen</u> Contact Person	<u>Accountant</u> Title	<u>503-588-2424</u> Daytime Telephone	<u>isakseni@cherriots.org</u> 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

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate/Amount levied (within permanent rate limit) . . . . .	1	0.7609	
2. Local option operating tax . . . . .	2		<b>Excluded from Measure 5 Limits Amount of Bond Levy</b>
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 <b>prior</b> to October 6, 2001 . . . . .	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b) . . . . .	5c.	<b>0</b>	

### PART II: RATE LIMIT CERTIFICATION

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

# FORM LB-50 2012-2013

To assessor of Polk County

Check here if this is an amended form.

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

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

925 Commercial St SE, Ste. 100 Salem OR 97302-4173  
Mailing Address of District City State Zip Date

Jared Isaksen Accountant 503-588-2424 isakseni@cherriots.org  
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**

		Subject to General Government Limits 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		<b>Excluded from Measure 5 Limits Amount of Bond Levy</b>	
4.	Portland Levy for Pension and disability obligations . . . . .	4			
5a.	Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.			
5b.	Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.			
5c.	Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b) . . . . .	5c.		<b>0</b>	

**PART II: RATE LIMIT CERTIFICATION**

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

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**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)