

**Resolution No. 23-1**

**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Directors of the Umpqua Public Transportation District hereby adopts the budget for the fiscal year 2023-2024 in the total of \$14,918,476.00. This budget is now on file at Umpqua Public Transportation District, 3076 Diamond Lake Blvd, in Roseburg, Oregon.

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated:

<b>General Fund</b>	
Administration	\$ 1,318,050
Transportation Operations	\$ 4,538,000
Debt Service	\$ 46,329
Capital Outlay	\$ 30,152
Transfers Out	\$ -
Contingency	\$ 150,000
Total	\$ 6,082,531
<b>Bus Replacement Fund</b>	
Capital Outlay	\$ 4,155,822
<b>Capital Projects Fund</b>	
Capital Outlay	\$ 4,330,700
<b>Total Appropriations, All Funds</b>	\$ 14,569,053
<b>Total Unappropriated and Reserve Amounts, All Funds</b>	\$ 349,423
<b>TOTAL ADOPTED BUDGET</b>	\$ 14,918,476

The above resolution statements were approved and declared adopted on this \_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Board Chair

A public meeting of the Board of Directors will be held on May 8, 2023 at 5:30 pm at Umpqua Public Transportation District, 3076 Diamond Lake Blvd, Roseburg, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the Umpqua Public Transportation District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 3076 Diamond Lake Blvd, Roseburg, OR, between the hours of 8:30 a.m. and 4:30 p.m. or online at Umpquatrastit.com. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. If different, the major changes and their effect on the budget are:  
N/A

Contact: Cheryl Cheas, General Manager

Telephone: 541-671-3691

Email: ccheas@umpquatrastit.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Proposed Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital		1,720,000	1,540,000
Bus Fares/Contracts/Medical Transportation	182,240	443,000	665,000
Federal, State & all Other Grants, Gifts, Allocations & Donations	3,003,610	10,168,452	12,688,176
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	195,824	715,000	0
All Other Resources Except Current Year Property Taxes	557,444	13,300	25,300
Current Year Property Taxes Estimated to be Received		0	
<b>Total Resources</b>	<b>3,939,118</b>	<b>13,059,752</b>	<b>14,918,476</b>

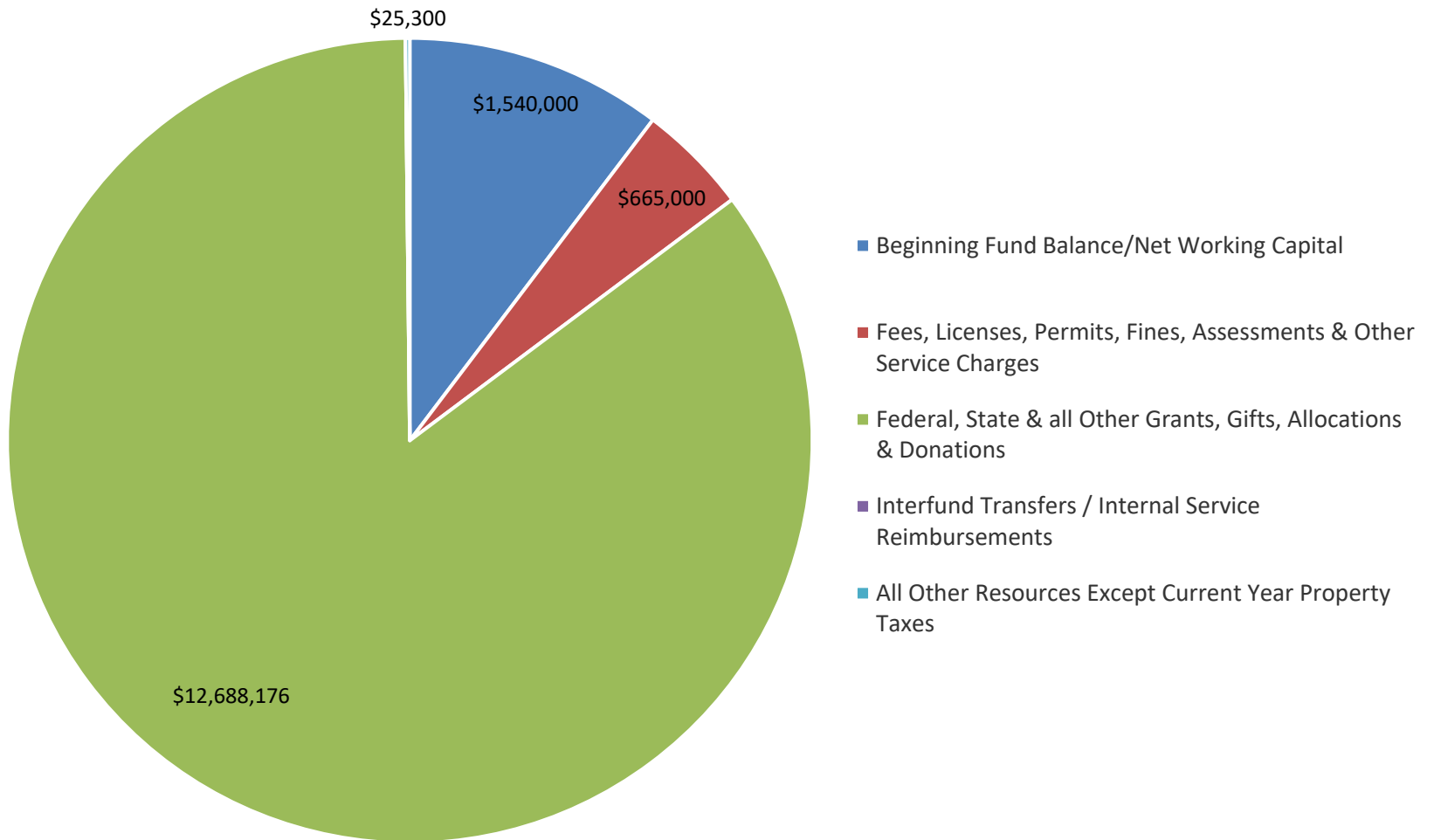
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	1,363,054	3,755,255	4,130,950
Materials and Services	1,610,316	1,527,850	1,725,100
Capital Outlay	734,364	5,948,976	8,516,674
Debt Service		46,344	46,329
Interfund Transfers	195,824	715,000	0
Contingencies		920,000	150,000
Special Payments		0	0
Unappropriated Ending Balance and Reserved for Future Expenditure		146,327	349,423
<b>Total Requirements</b>	<b>3,903,558</b>	<b>13,059,752</b>	<b>14,918,476</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administration	177,624	375,300	523,350
FTE	3.00	3.75	5.00
Operations	829,822	1,536,000	1,808,000
FTE	21.00	20.00	24.00
Operations Admin	203,988	306,500	484,200
FTE	4.00	4.50	5.00
Para Transit/DR/Medical Transports	107,471	135,500	995,600
FTE	2.00	2.00	14.50
Call Center	148,887	227,300	319,800
FTE	3.50	3.50	4.50
Not Allocated to Organizational Unit or Program			
FTE			
<b>Total Requirements</b>	<b>1,467,792</b>	<b>2,580,600</b>	<b>4,130,950</b>
<b>Total FTE</b>	<b>34</b>	<b>34</b>	<b>53</b>

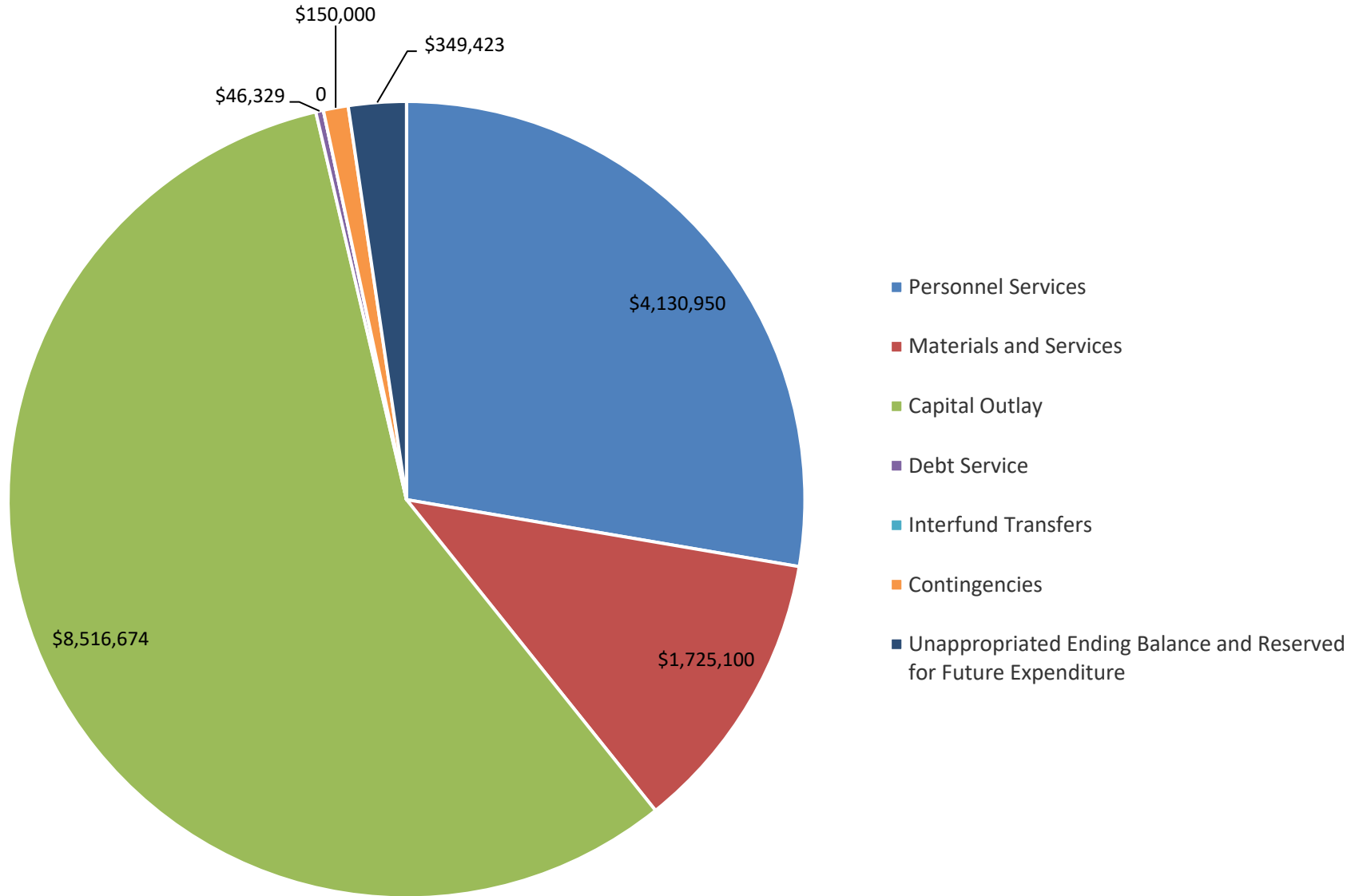
STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1, 2021	Estimated Debt Authorized, But Not Incurred on July 1, 2023
Full Faith and Credit	\$550,000	\$490,892
<b>Total</b>	<b>\$550,000</b>	

\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

### FY 23-24 Budget Resources



### FY 23-24 Budget Expenditures



**RESOURCES  
GENERAL FUND**

(Fund)

**UMPQUA PUBLIC TRANSPORTATION DISTRICT**

(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-2023					
Actual		Adopted Budget This Year Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019-2020	First Preceding Year 2020-2021								
1	329,543	1,400,000	700,000	1	Net working capital (accrual basis)	1,540,000			1
2				2					2
3				3	Previously levied taxes estimated to be received				3
4				4	Interest				4
5				5	Transferred IN, from other funds				5
6				6	<b>OTHER RESOURCES</b>				6
7	487,333	376,338	364,335	7	5311 Funding	614,578			7
8		451,783	176,568	8	CRRSAA Grant				8
9	263,667	-	500,000	9	5311 COVID - Grant 35393	329,485			9
10	440,497	438,958	445,790	10	5310 Funding	458,637			10
11	-		80,000	11	5310 Discretionary - Grant 35375	80,000			11
12	-	60,000	60,000	12	5304 - Grant 35139				12
13	265,096	261,530	261,528	13	STF				13
14	1,444,000	1,624,441	4,201,255	14	STIF	2,463,802			14
15	216,750	-	-	15	5330 - Grant 35395	225,000			15
16	24,122	-	-	16	5339 - Grant 34227	30,152			16
17		205,000	-	17	STIF Discretionary	-			17
18	619,963	-	-	18	STP Venicle Replacement	-			18
19	114,000	156,000	123,000	19	Bus Fares & Contract Revenue	115,000			19
20	96,000	216,000	320,000	20	Medical Transports	550,000			20
21	10,000	6,000	13,000	21	Miscellaneous, advertising	25,000			21
22	1,000	1,000	300	22	Interest	300			22
23				23	Local				23
24		-		24	State				24
25		-	-	25	Federal	-			25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31				31					31
32				32					32
33	4,311,971	5,197,050	7,245,776	33	Total resources, except taxes to be levied	6,431,954	-	-	33
34				34	Taxes estimated to be received				34
35				35	Taxes collected in year levied				35
36	<b>4311971</b>	<b>5197050</b>	<b>7,245,776</b>	36	<b>TOTAL RESOURCES</b>	<b>6,431,954</b>	<b>-</b>	<b>-</b>	<b>36</b>

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - ADMIN**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: <b>ADMINISTRATION</b>	Budget For Next Year 2023-2024			
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
<b>1</b>				<b>1</b>	<b>PERSONNEL SERVICES</b>			<b>1</b>
2	71,446	100,000	112,000	2	Salaries- General Manager	117,500		2
3		80,000	85,000	3	Salaries- Finance Manager	95,000		3
4	53,402	80,000	86,000	4	Salaries - Executive Assistant	48,800		4
5		2,000	65,000	5	Salaries - HR Coordinator	60,000		5
6				6	Salaries - Admin Assistant	45,600		6
7	2,152	0	2,000	7	Salaries - Overtime	2,000		7
8	13,815	31,000	36,000	8	Payroll Taxes	36,000		8
9	31,296	56,000	82,000	9	Fringe Benefits	85,000		9
10	5,512	26,000	35,000	10	Retirement	33,000		10
11		300	450	11	Worker's Comp	450		11
12	<b>177,623</b>	<b>375,300</b>	<b>503,450</b>	12	<b>TOTAL PERSONNEL SERVICES</b>	<b>523,350</b>	<b>0</b>	<b>0</b>
13	<b>3.00</b>	<b>4.00</b>	<b>5.00</b>	13	<b>Total Full-Time Equivalent (FTE)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>14</b>				<b>14</b>	<b>MATERIALS AND SERVICES</b>			<b>14</b>
15	0	2,000	50,000	15	Advertising	85,500		15
16	16,000	4,000	4,000	16	Accounting Fees	1,500		16
17	0	30,000	30,000	17	Audit Fees	30,000		17
18	0	200	200	18	Background Checks	200		18
19	168	500	800	19	Bank Service Charges	1,000		19
20	0	5,000	5,000	20	Board Expense	1,000		20
21	0	7,500	7,500	21	Training/Conference Fee/Certificates	5,000		21
22	0	0	0	22	Fit For Duty/Evals	200		22
23	9,329	4,000	16,000	23	Dues, Memberships, & Fees	16,000		23
24	0	250	300	24	Drug and Alcohol Testing	300		24
25	25,044	6,000	15,000	25	Election Expense	15,000		25
26	77,138	10,000	19,000	26	IT Maintenance/Software	23,000		26
27	0	0	0	27	Consultant Fees	1,200		27
28	5,153	10,000	5,000	28	Legal Fees	3,000		28
29		10,000	15,000	29	Property & Vehicle Insurance	21,000		29
30	929	0	0	30	Miscellaneous	0		30
31	26,114	0	0	31	Non-Capital Equipment Purchase	5,000		31
32	260	0	0	32	Postage	700		32
33		25,000	2,000	33	Recruitment Fees	2,000		33
34		300	1,200	34	Rent - Storage	1,200		34
35	0	0	500	35	Safety Related Expenses	500		35
36	0	0	0	36	Travel - Lodging	2,000		36
37	0	0	0	37	Travel - Mileage	2,000		37
38	0	0	0	38	Travel - PerDiem	400		38

39	111	0	0	39	Staff Training Supplies	0			39
40	220	0	2,500	40	Staff/Community Recognition	600			40
41	22,443	5,000	12,000	41	Supplies - Office	10,000			41
42	5,218	2,600	5,000	42	Telephone - Office	5,600			42
43		2,400	2,500	43	Tablets & Cellphone	1,600			43
44		7,500	7,500	44	Travel - Airfare	2,500			44
45	13,025	10,000	9,000	45	Utilities	5,000			45
46	0	0	0	46	Uniforms	300			46
47				47					47
48	<b>201,152</b>	<b>140,250</b>	<b>210,000</b>	48	<b>TOTAL MATERIALS AND SERVICES</b>	<b>243,300</b>	<b>0</b>	<b>0</b>	48
49				49	CAPITAL OUTLAY				49
50				50					50
51	<b>0</b>	<b>0</b>	<b>0</b>	51	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	51
52	<b>378,775</b>	<b>515,550</b>	<b>713,450</b>	52	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>766,650</b>	<b>0</b>	<b>0</b>	52

150-504-030 (Rev 11-18)

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - OPERATIONS**

**UMPQUA PUBLIC TRANSPORTATION**

**DISTRICT**

(name of fund)

(name of Municipal Corporation)

1	Historical Data			1	REQUIREMENTS FOR: <u>OPERATIONS</u>	Budget For Next Year 2023-2024			1
	Actual		Adopted Budget The Year Year 2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
					<b>PERSONNEL SERVICES</b>				
2	521,143	950,000	950,000	2	Salaries - Bus Drivers	995,000			2
3	0	0	0	3	Salaries - Maintenance Manager	100,000			3
4	0	0	41,000	4	Salaries - Facility Service Technician	41,000			4
5	0	0	0	5	Salaries - Over Time				5
6	14,336	0	0	6	Personnel Employment Services	0			6
7	91,197	142,000	124,000	7	Payroll Taxes	95,000			7
8	393,540	308,000	442,000	8	Fringe Benefits	430,000			8
9	31,753	108,000	99,000	9	Retirement	112,000			9
10	0	28,000	26,500	10	Worker's Comp	35,000			10
11	<b>1,051,969</b>	<b>1,536,000</b>	<b>1,682,500</b>	11	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,808,000</b>	<b>0</b>	<b>0</b>	11
12		<b>20.60</b>	<b>29.00</b>	12	<b>Total Full-Time Equivalent (FTE)</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	12
					<b>MATERIALS AND SERVICES</b>				
14				14					14
15	110	0	0	15	Advertising	3,000			15
16	0	1,500	1,500	16	Accident Repair	6,500			16
17	870	400	300	17	Background Checks	300			17
18	9,096	1,000	4,000	18	Building Maintenance & Repairs	8,000			18
19	54,512	170,000	143,000	19	Bus Preventative Maintenance	195,000			19
20	0	0	4,000	20	Drug & Alcohol Testing	1,500			20
21	4,269	7,140	7,500	21	Bus Shelter Maintenance	5,000			21
22	0	0	1,000	22	Training/Conference Fee/Certificates	50,000			22
23	10,230	1,500	0	23	Fit For Duty/Evals	3,000			23
24	93,378	180,000	338,000	24	Fuel & Oil	338,000			24
25	0	1,000	2,000	25	IT Maintenance/Software	1,500			25
26	0	0	2,100	26	License & Fees	2,100			26
27	1,298	0	0	27	Legal Fees	0			27
28	13,732	10,000	35,000	28	Property & Vehicle Insurance	40,000			28
29	491	0	0	29	Miscellaneous	0			29
30	14,706	0	0	30	Non-Capital Equipment Purchase	3,000			30
31	149	0	0	31	Postage	0			31
32	0	0	0	32	Staff Recognition	11,000			32
33	0	0	500	33	Safety Related Expenses	300			33
34	0	0	0	34	Software and Maintenance Support	0			34
35	0	0	0	35	Staff Lodging	2,000			35
36	4,876	0	0	36	Staff Mileage	500			36
37	0	0	0	37	Staff Per Diem	1,000			37
38	700	0	0	38	Staff Training Supplies	300			38



39	16,165	15,000	15,000	39	Supplies - Buses	6,000			39
40	0	0	0	40	Staff - Airfare	3,000			40
41	18,570	11,460	4,500	41	Tablets & Cellphone	3,000			41
42	1,128,313	450,000	245,000	42	Transportation Contracts	260,000			42
43	0	0	0	43	Uniforms	5,800			43
44	<b>224,582</b>	<b>849,000</b>	<b>803,400</b>	44	<b>TOTAL MATERIALS AND SERVICES</b>	<b>949,800</b>	<b>0</b>	<b>0</b>	44
45				45	CAPITAL OUTLAY				45
46				46					46
47	<b>0</b>	<b>0</b>	<b>0</b>	47	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	47
48	<b>1,276,551</b>	<b>2,385,000</b>	<b>2,485,900</b>	48	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>2,757,800</b>	<b>0</b>	<b>0</b>	48

150-504-030 (Rev 11-18)

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - OPERATIONS ADMIN**

**UMPQUA PUBLIC TRANSPORATION**

**DISTRICT**

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: <u>OPERATIONS ADMIN</u>	Budget For Next Year 2023-2024				
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
<b>1</b>				<b>1</b>	<b>PERSONNEL SERVICES</b>			<b>1</b>	
2	86,991	54,000	124,000	2	Salaries- Transit Supervisor x 2	141,000			2
3	0	70,000	94,000	3	Salaries- Operations Manager	99,000			3
4				4	Salaries - Office Manager	49,500			4
5	49,470	83,000	89,000	5	Salaries - Admin Operations Assistant	45,500			5
6	0	25,000	36,000	6	Payroll Taxes	32,500			6
7	0	49,500	65,000	7	Fringe Benefits	75,500			7
8	0	22,000	31,000	8	Retirement	33,500			8
9	0	3,000	5,900	9	Worker's Comp	7,700			9
<b>10</b>	<b>136,461</b>	<b>306,500</b>	<b>444,900</b>	<b>10</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>484,200</b>	<b>0</b>	<b>0</b>	<b>10</b>
<b>11</b>				<b>11</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>11</b>
<b>12</b>				<b>12</b>	<b>MATERIALS AND SERVICES</b>			<b>12</b>	
13				13					13
14	0	1,000	1,000	14	Building Maintenance	3,000			14
15	0	150	300	15	Drug and Alcohol Testing	400			15
16	0	10,000	3,500	16	IT Maintenance/Software	7,000			16
17	23,375	13,200	13,200	17	Lease	13,200			17
18	785	1,400	2,500	18	Printing	4,600			18
19	1,112	2,500	2,500	19	Training/Conference Fee/Certificates	4,000			19
20	3,592	5,000	7,000	20	Supplies - Office	9,000			20
21	0	1,100	3,500	21	Telephone	5,200			21
22	1,200	1,200	700	22	Tablets & Cellphone	1,900			22
23	0	2,500	3,600	23	Travel - Airfare	4,000			23
24	0	4,000	4,000	24	Utilities	5,000			24
25	0	0	0	25	Fit For Duty/Evals	700			25
26	0	0	0	26	Travel - Mileage	600			26
27	0	0	0	27	Travel - Lodging	4,500			27
28	0	0	0	28	Travel - PerDiem	1,000			28
29	0	0	0	29	Safety Supplies/Svcs	200			29
30	0	0	0	30	Uniforms	400			30
31	0	0	0	31	Non-Capital Equip/Purchases	2,500			31
32				32					32
33				33					33
34				34					34
<b>35</b>	<b>30,064</b>	<b>42,050</b>	<b>41,800</b>	<b>35</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>67,200</b>	<b>0</b>	<b>0</b>	<b>35</b>
<b>36</b>				<b>36</b>	<b>CAPITAL OUTLAY</b>			<b>36</b>	
37				37					37
<b>38</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38</b>
<b>39</b>	<b>166,525</b>	<b>348,550</b>	<b>486,700</b>	<b>39</b>	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>551,400</b>	<b>0</b>	<b>0</b>	<b>39</b>

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - PARA TRANSIT**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

1	Historical Data			REQUIREMENTS FOR: <u>PARA TRANSIT</u>	Budget For Next Year 2023-2024			1	
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
1				1	PERSONNEL SERVICES				1
2		80,000	250,000	2	Salaries - Para Transit - Drivers	250,000			2
3		12,000	32,000	3	Payroll Taxes	24,000			3
4		31,000	95,500	4	Fringe Benefits	130,000			4
5		10,000	25,000	5	Retirement	25,000			5
6		2,500	6,700	6	Worker's Comp	7,700			6
7				7					7
8	0	135,500	409,200	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>436,700</b>	<b>0</b>	<b>0</b>	8
9		2.00	6.00	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	9
10				10	MATERIALS AND SERVICES				10
11			0	11	Uniforms	1,500			11
12			35,000	12	Bus Preventative Maintenance	43,000			12
13			1,110	13	Drug & Alcohol Testing	400			13
14			63,000	14	Fuel & Oil	46,000			14
15			150	15	IT Maintenance/Software	600			15
16			4,800	16	Telephone - Cellular & Tablets	12,000			16
17				17	Safety Supplies/Svc	200			17
18				18	Uniforms	1,500			18
19				19	Supplies - Vans	2,000			19
20				20	Background Checks	200			20
21				21	Training/Conference Fee/Certificates	300			21
22				22	Fit For Duty/Evals	200			22
23				23	Licenses & Fees	1,500			23
24	0	0	0	24	Non-Capital Equip/Purchases	500			24
25	0	0	104,060	25	<b>TOTAL MATERIALS AND SERVICES</b>	<b>109,900</b>	<b>0</b>	<b>0</b>	25

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - DEMAND RESPONSE**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>DEMAND RESPONSE</u>	Budget For Next Year 2023-2024				
Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
1			1	<b>PERSONNEL SERVICES</b>			1	
2		165,000	2	Salaries - Demand Response	148,000		2	
3		15,000	3	Payroll Taxes	15,200		3	
4		61,000	4	Fringe Benefits	58,000		4	
5		17,000	5	Retirement	15,000		5	
6		4,500	6	Worker's Comp	4,700		6	
7			7				7	
8	0	0	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>240,900</b>	<b>0</b>	<b>0</b>	8
9		<b>4.00</b>	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	9
10			10	<b>MATERIALS AND SERVICES</b>			10	
11		30,000	11	Bus Preventative Maintenance	29,000		11	
12		740	12	Drug & Alcohol Testing	200		12	
13		52,500	13	Fuel & Oil	31,000		13	
14		2,000	14	IT Maintenance/Software	2,000		14	
15		5,500	15	Telephone - Cellular & Tablets	2,100		15	
16		2,100	16	License & Fees	1,500		16	
17		0	17	Background Checks	100		17	
18		0	18	Uniforms	800		18	
19			19	Supplies - Vans	800		19	
20			20	Safety Supplies/Svcs	200		20	
21			21	Fit For Duty/Evals	250		21	
22			22	Training/Conference Fee/Certificates	300		22	
23	0	0	23	Non-Capital Equip/Purchases	500		23	
24	0	0	24	<b>TOTAL MATERIALS AND SERVICES</b>	<b>68,750</b>	<b>0</b>	<b>0</b>	24
25			25	<b>CAPITAL OUTLAY</b>			25	
26			26				26	

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - CALL CENTER**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

1	Historical Data			REQUIREMENTS FOR: <u>CALL CENTER</u>	Budget For Next Year 2023-2024			1	
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
1				1	<b>PERSONNEL SERVICES</b>			1	
2		145,000	24,000	2	Salaries - Call Center Supv (split w/medical transport)	32,000			2
3		17,000	119,000	3	Salaries - Call Center	146,000			3
4		17,000	14,500	4	Payroll Taxes	17,500			4
5		50,000	74,000	5	Fringe Benefits	106,000			5
6		15,000	14,500	6	Retirement	18,000			6
7		300	170	7	Worker's Comp	300			7
8	0	244,300	246,170	8	<b>TOTAL PERSONNEL SERVICES</b>	319,800	0	0	8
9				9	<b>Total Full-Time Equivalent (FTE)</b>	4.50	4.50	4.50	9
10				10	<b>MATERIALS AND SERVICES</b>			10	
11				11					11
12		1,000	0	12	Building Maintenance	0			12
13		100	800	13	Drug and Alcohol Testing	300			13
14		39,000	35,000	14	IT Maintenance/Software	23,000			14
15		5,000	5,000	15	Supplies - Office	3,200			15
16		2,600	4,500	16	Telephone	5,200			16
17		1,200	300	17	Telephone - Cellular and Tablets	550			17
18		4,000	1,300	18	Utilities	3,700			18
19		0	0	19	Uniforms	400			19
20		0	0	20	Non-Capital Equipment	550			20
21		0	0	21	Training/Conf Fee/Certificates	200			21
22	0	52,900	46,900	22	<b>TOTAL MATERIALS AND SERVICES</b>	37,100	0	0	22
23				23	<b>CAPITAL OUTLAY</b>			23	
24				24					24
25	0	0	0	25	<b>TOTAL CAPITAL OUTLAY</b>	0	0	0	25
26	0	297,200	293,070	26	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	356,900	0	0	26

**REQUIREMENTS SUMMARY**

**FORM**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**LB-30**

**GENERAL FUND - MEDICAL TRANSPORTATION**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: <u>MEDICAL TRANSPORTATION</u>	Budget For Next Year 2023-2024				
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
<b>1</b>				<b>1</b>	<b>PERSONNEL SERVICES</b>			<b>1</b>	
<b>2</b>			36,000	<b>2</b>	Salaries - Call Center Supv	32,000			<b>2</b>
<b>3</b>			13,500	<b>3</b>	Salaries - Call Center				<b>3</b>
<b>4</b>			79,000	<b>4</b>	Salaries - Drivers	162,000			<b>4</b>
<b>5</b>			14,000	<b>5</b>	Payroll Taxes	21,000			<b>5</b>
<b>6</b>			51,000	<b>6</b>	Fringe Benefits	77,500			<b>6</b>
<b>7</b>			13,000	<b>7</b>	Retirement	20,000			<b>7</b>
<b>8</b>			35	<b>8</b>	Worker's Comp	5,500			<b>8</b>
<b>9</b>	<b>0</b>	<b>0</b>	<b>206,535</b>	<b>9</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>318,000</b>	<b>0</b>	<b>0</b>	<b>9</b>
<b>10</b>			<b>3.00</b>	<b>10</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>10</b>
<b>11</b>				<b>11</b>	<b>MATERIALS AND SERVICES</b>			<b>11</b>	
<b>12</b>				<b>12</b>					<b>12</b>
<b>13</b>			500	<b>13</b>	Background checks	100			<b>13</b>
<b>14</b>			550	<b>14</b>	Drug and Alcohol Testing	400			<b>14</b>
<b>15</b>			1,000	<b>15</b>	Inspections	0			<b>15</b>
<b>16</b>			2,500	<b>16</b>	Supplies	2,500			<b>16</b>
<b>17</b>			5,000	<b>17</b>	Appreciation Events	10,000			<b>17</b>
<b>18</b>			190,000	<b>18</b>	Volunteer Mileage Reimbursement	166,000			<b>18</b>
<b>19</b>			15,600	<b>19</b>	Fuel & Oil	31,000			<b>19</b>
<b>20</b>			10,000	<b>20</b>	Bus Preventative Maintenance	28,500			<b>20</b>
<b>21</b>			3,000	<b>21</b>	Telephone - Cellular & Tablets	1,000			<b>21</b>
<b>22</b>			2,100	<b>22</b>	License & Fees	1,500			<b>22</b>
<b>23</b>				<b>23</b>	Incentive Bonus	6,000			<b>23</b>
<b>24</b>			0	<b>24</b>	Uniforms	800			<b>24</b>
<b>25</b>				<b>25</b>	Safety Supplies/Svcs	200			<b>25</b>
<b>26</b>				<b>26</b>	Training/Conference Fee/Certificates	300			<b>26</b>
<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>	Non-Capital Equip/Purchases	500			<b>27</b>
<b>28</b>				<b>28</b>	Fit For Duty	250			<b>28</b>
<b>29</b>	<b>0</b>	<b>0</b>	<b>230,250</b>	<b>29</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>249,050</b>	<b>0</b>	<b>0</b>	<b>29</b>
<b>30</b>				<b>30</b>	<b>CAPITAL OUTLAY</b>			<b>30</b>	
<b>31</b>				<b>31</b>					<b>31</b>
<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>
<b>33</b>	<b>0</b>	<b>0</b>	<b>436,785</b>	<b>33</b>	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>567,050</b>	<b>0</b>	<b>0</b>	<b>33</b>

**REQUIREMENTS SUMMARY**

**FORM**

**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

**LB-30**

**GENERAL FUND**

**UMPQUA PUBLIC TRANSPORTATION**

**DISTRICT**

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2023-2024			
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
<b>1</b>				<b>1</b> PERSONNEL SERVICES NOT ALLOCATED				<b>1</b>
<b>2</b>	26,633			<b>2</b> Administrative Wages				<b>2</b>
<b>3</b>	3,391			<b>3</b> Payroll Taxes				<b>3</b>
<b>4</b>	11,722			<b>4</b> Health Insurance				<b>4</b>
<b>5</b>	31			<b>5</b> Workers Comp				<b>5</b>
<b>6</b>				<b>6</b>				<b>6</b>
<b>7</b>				<b>7</b>				<b>7</b>
<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b> TOTAL PERSONNEL SERVICES	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>
<b>9</b>				<b>9</b> Total Full-Time Equivalent (FTE)				<b>9</b>
<b>10</b>				<b>10</b> MATERIALS AND SERVICES NOT ALLOCATED				<b>10</b>
<b>11</b>			0	<b>11</b> Advertising/Marketing	0	0	0	<b>11</b>
<b>12</b>	7,869		0	<b>12</b> Legal Services	0	0	0	<b>12</b>
<b>13</b>	12,600		0	<b>13</b> Accounting Services	0	0	0	<b>13</b>
<b>14</b>	55,387		0	<b>14</b> Management Services	0	0	0	<b>14</b>
<b>15</b>			0	<b>15</b> Consulting Services	0	0	0	<b>15</b>
<b>16</b>			0	<b>16</b> Audit Fees	0	0	0	<b>16</b>
<b>17</b>	1,728,961		0	<b>17</b> Transportation Contracts	0	0	0	<b>17</b>
<b>18</b>	6,130		0	<b>18</b> Telephone/Communications	0	0	0	<b>18</b>
<b>19</b>	1,055		0	<b>19</b> Office Supplies	0	0	0	<b>19</b>
<b>20</b>	2,396		0	<b>20</b> Training	0	0	0	<b>20</b>
<b>21</b>	1,036		0	<b>21</b> Dues & Memberships	0	0	0	<b>21</b>
<b>22</b>	16,297		0	<b>22</b> Insurance	0	0	0	<b>22</b>
<b>23</b>	79,748		0	<b>23</b> Other Materials and Supplies	0	0	0	<b>23</b>
<b>24</b>	<b>79,748</b>	<b>0</b>	<b>0</b>	<b>24</b> TOTAL MATERIALS AND SERVICES	<b>0</b>	<b>0</b>	<b>0</b>	<b>24</b>
<b>25</b>				<b>25</b> CAPITAL OUTLAY NOT ALLOCATED				<b>25</b>
<b>26</b>		<b>30,000</b>	<b>135,000</b>	<b>26</b> Capital Projects - Equipment	30,152			<b>26</b>
<b>27</b>				<b>27</b>				<b>27</b>
<b>28</b>	<b>0</b>	<b>30,000</b>	<b>135,000</b>	<b>28</b> TOTAL CAPITAL OUTLAY	<b>30,152</b>	<b>0</b>	<b>0</b>	<b>28</b>
<b>29</b>				<b>29</b> DEBT SERVICE				<b>29</b>
<b>30</b>	50,000	29,085	30,024	<b>30</b> Principal	38,910			<b>30</b>
<b>31</b>		17,274	16,320	<b>31</b> Interest	7,419			<b>31</b>
<b>32</b>	<b>50,000</b>	<b>29,085</b>	<b>46,344</b>	<b>32</b> TOTAL DEBT SERVICE	<b>46,329</b>	<b>0</b>	<b>0</b>	<b>32</b>

<b>33</b>			<b>33</b>	<b>INTERFUND TRANSFERS</b>				<b>33</b>
34			34	Transfers to Capital Projects	0			34
35	860,835	715,000	35	715,000	Transfers to Bus Replacement Fund	0		35
36	<b>860,835</b>	<b>715,000</b>	36	<b>715,000</b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>
37		10,000	37	920,000	<b>OPERATING CONTINGENCY</b>	150,000		37
38			38		<b>RESERVED FOR FUTURE EXPENDITURE</b>			38
39			39	146,327	<b>UNAPPROPRIATED ENDING BALANCE</b>	349,423		39
40	<b>990,583</b>	<b>784,085</b>	40	<b>1,962,671</b>	<b>Total Requirements NOT ALLOCATED</b>	<b>575,904</b>	<b>0</b>	<b>0</b>
41		2,273,550	41	5,283,105	Total Requirements for <b>ALL Org.Units/Programs within fund</b>	5,856,050		41
42			42		Ending balance (prior years)			42
43	<b>990,583</b>	<b>3,057,635</b>	43	<b>7,245,776</b>	<b>TOTAL REQUIREMENTS</b>	<b>6,431,954</b>	<b>0</b>	<b>0</b>

150-504-030 (Rev 11-18)



**RESOURCES**  
**BUS REPLACEMENT FUND**

(Fund)

**UMPQUA PUBLIC TRANSPORTATION DISTRICT**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	BUDGET FOR NEXT YEAR 2023-2024			
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1				1 Available cash on hand* (cash basis) or	-			1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4				4 Loan Proceeds	0	-	-	4
5				5 Interest				5
6		715,000	715,000	6 Transferred IN, from General Fund	-			6
7				7 <b>OTHER RESOURCES</b>				7
8		255,000	255,000	8 5339 - Grant 35395	2,400,000			8
9		690,921	690,921	9 STP - Grant 34248	690,921			9
10		205,000	205,000	10 STIF Discretionary Grant				10
11			809,903	11 STBG - Grant 35326	809,901			11
12				12 5339 - Grant 34227	255,000			12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	0	1865921	2675824	29 Total resources, except taxes to be levied	4,155,822	-	-	29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	0	1865921	2675824	32 <b>TOTAL RESOURCES</b>	4,155,822	-	-	32

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**

**FORM**

**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

**LB-30**

**Bus Replacement Expenses**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2023-2024		
Actual		Adopted Budget The Year 2022-23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 20__-__	First Preceding Year 2019-20					
1			1 PERSONNEL SERVICES NOT ALLOCATED			1
2			2			2
4	0	0	3 <b>TOTAL PERSONNEL SERVICES</b>	0	0	0
5			4 <b>Total Full-Time Equivalent (FTE)</b>			4
6			5 MATERIALS AND SERVICES NOT ALLOCATED			5
7			6			6
8	0	0	7 <b>TOTAL MATERIALS AND SERVICES</b>	0	0	0
9			8 CAPITAL OUTLAY NOT ALLOCATED			8
10		2,675,824	9 Capital Projects	4,155,822		
11			10			10
12	0	0	11 <b>TOTAL CAPITAL OUTLAY</b>	4,155,822	0	0
13			12 DEBT SERVICE			12
14			13			13
15	0	0	14 <b>TOTAL DEBT SERVICE</b>	0	0	0
16			15 INTERFUND TRANSFERS			15
17			16 Bus Replacement Fund	0		
18	0	0	17 <b>TOTAL INTERFUND TRANSFERS</b>	0	0	0
19			18 OPERATING CONTINGENCY			18
20			19 RESERVED FOR FUTURE EXPENDITURE			19
21		0	20 UNAPPROPRIATED ENDING BALANCE	0	0	0
22	0	0	21 <b>Total Requirements NOT ALLOCATED</b>	4,155,822	0	0
23			22 Total Requirements for ALL Org.Units/Programs within fund	0		
24			23 Ending balance (prior years)			23
25	0	0	24 <b>TOTAL REQUIREMENTS</b>	4,155,822	0	0

**RESOURCES  
CAPITAL PROJECTS**

(Fund)

**UMPQUA PUBLIC TRANSPORTATION DISTRICT**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget For Next Year 2023-2024			
	Actual		Adopted Budget The Year Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1		1040457	1,020,000	1	Available cash on hand* (cash basis) or			1
2				2	Net working capital (accrual basis)			2
3				3	Previously levied taxes estimated to be received			3
4		535000	0	4	Loan Proceeds	0		4
5				5	Interest			5
6	1029503	860835	-	6	Transferred IN, from other funds	-		6
7				7	<b>OTHER RESOURCES</b>			7
8			30,152	8	5339 - Grant 35395	2,148,496		8
9			2,088,000	9	STB Grant			9
10				10	5339 - Grant 35335	2,088,000		10
11				11	5310 - Bus Shelters	94,204		11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	1029503	2436292	3138152	29	Total resources, except taxes to be levied	4,330,700	-	-
30				30	Taxes estimated to be received			30
31				31	Taxes collected in year levied			31
32	1029503	2436292	3138152	32	<b>TOTAL RESOURCES</b>	<b>4,330,700</b>	-	-

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**

**FORM**

**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

**LB-30**

**CAPITAL PROJECTS**

**UMPQUA PUBLIC TRANSPORTATION  
DISTRICT**

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2023-2024			
	Actual		Adopted Budget This Year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3	0	0	0	3 <b>TOTAL PERSONNEL SERVICES</b>	0	0	0	3
4				4 <b>Total Full-Time Equivalent (FTE)</b>				4
5				5 MATERIALS AND SERVICES NOT ALLOCATED				5
6				6				6
7	0	0	0	7 <b>TOTAL MATERIALS AND SERVICES</b>	0	0	0	7
8				8 CAPITAL OUTLAY NOT ALLOCATED				8
9	131,132	1,435,000	3,138,152	9 Capital Projects	4,330,700			9
10				10				10
11	131,132	1,435,000	3,138,152	11 <b>TOTAL CAPITAL OUTLAY</b>	4,330,700	0	0	11
12				12 DEBT SERVICE				12
13				13				13
14	0	0	0	14 <b>TOTAL DEBT SERVICE</b>	0	0	0	14
15				15 INTERFUND TRANSFERS				15
16				16 Bus Replacement Fund	0			16
17	0	0	0	17 <b>TOTAL INTERFUND TRANSFERS</b>	0	0	0	17
18				18 <b>OPERATING CONTINGENCY</b>				18
19				19 <b>RESERVED FOR FUTURE EXPENDITURE</b>				19
20		466,292		20 <b>UNAPPROPRIATED ENDING BALANCE</b>	0	0	0	20
21	131,132	1,901,292	3,138,152	21 <b>Total Requirements NOT ALLOCATED</b>	4,330,700	0	0	21
22				22 <b>Total Requirements for ALL Org.Units/Programs within fund</b>	0			22
23		0		23 Ending balance (prior years)				23
24	131,132	1,901,292	3,138,152	24 <b>TOTAL REQUIREMENTS</b>	4,330,700	0	0	24