

**Resolution No. 23-1**

**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Directors of the Umpqua Public Transportation District adopts the budget for the fiscal year 2023-2024 in the total of \$15,029,272.00. This budget is for 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 shown below are hereby appropriated:

<b>General Fund</b>	
Administration	\$ 1,318,050
Transportation Operations	\$ 4,518,545
Debt Service	\$ 46,329
Capital Outlay	\$ 30,152
Transfers Out	\$ -
Contingency	\$ 150,000
Total	\$ 6,063,076
<b>Bus Replacement Fund</b>	
Capital Outlay	\$ 4,363,822
<b>Capital Projects Fund</b>	
Capital Outlay	\$ 3,949,748
<b>Total Appropriations, All Funds</b>	\$ 14,376,646
<b>Total Unappropriated and Reserve Amounts, All Funds</b>	\$ 368,878
<b>TOTAL ADOPTED BUDGET</b>	\$ 14,745,524

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

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



District hereby  
is now on file

r the puposes

\$ 6,431,954

\$ 8,313,570

if \_\_\_\_\_



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, 2023 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	12,515,224
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>14,745,524</b>

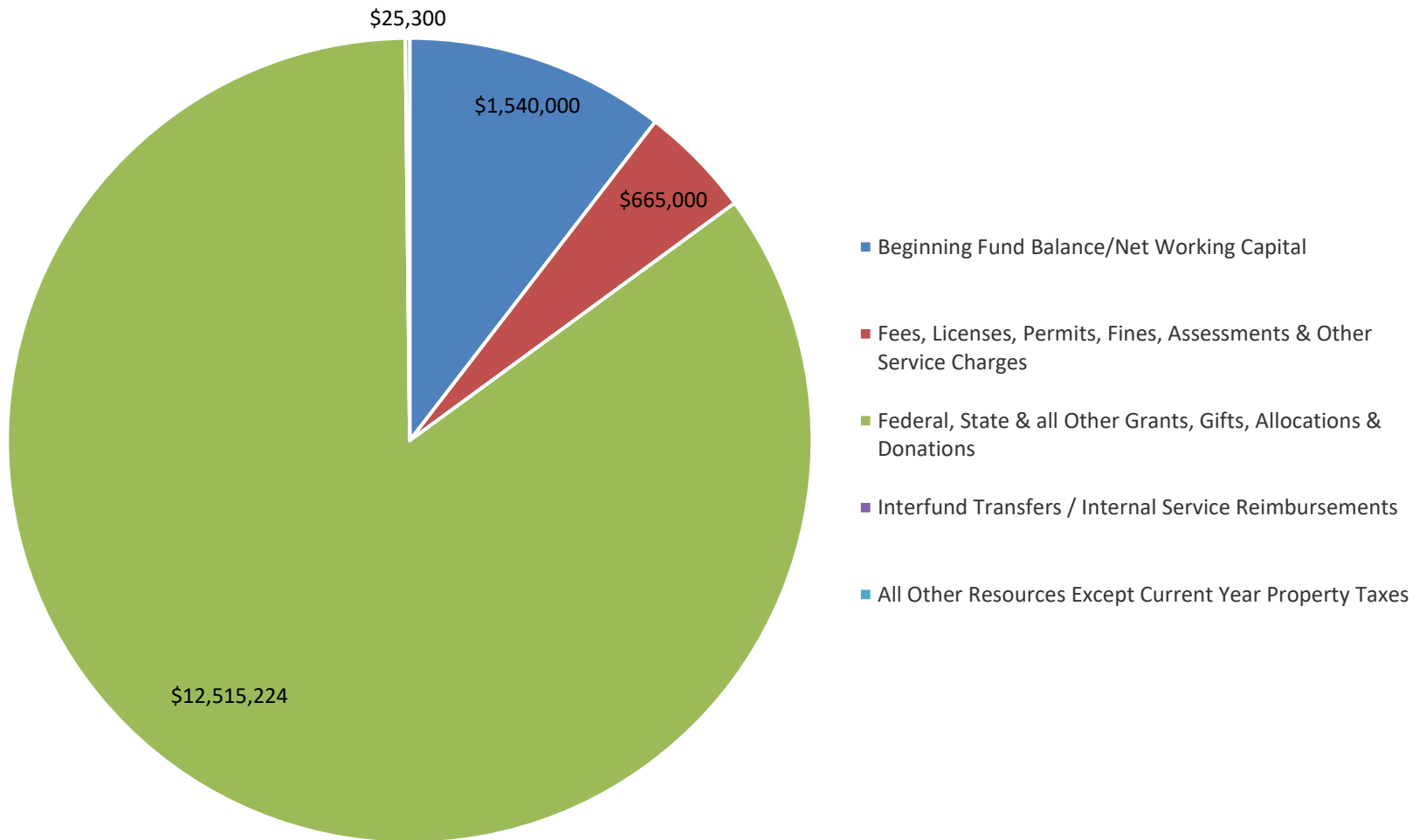
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	1,363,054	3,755,255	4,311,625
Materials and Services	1,610,316	1,527,850	1,524,970
Capital Outlay	734,364	5,948,976	8,343,722
Debt Service		46,344	46,329
Interfund Transfers	195,824	715,000	0
Contingencies		920,000	150,000
Special Payments		0	0
Unappropriated Ending Balance and Reserved for Future Expenditure		146,327	368,878
<b>Total Requirements</b>	<b>3,903,558</b>	<b>13,059,752</b>	<b>14,745,524</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	375,300	503,450	523,350
FTE	3.75	5.00	5.00
Operations	1,536,000	1,682,500	1,808,000
FTE	20.00	29.00	24.00
Operations Admin	306,500	444,900	484,200
FTE	4.50	5.00	5.00
Para Transit/DR/Medical Transports	135,500	878,235	1,176,275
FTE	2.00	13.00	14.50
Call Center	227,300	246,170	319,800
FTE	3.50	4.50	4.50
Not Allocated to Organizational Unit or Program			
FTE			
<b>Total Requirements</b>	<b>2,580,600</b>	<b>3,755,255</b>	<b>4,311,625</b>
<b>Total FTE</b>	<b>34</b>	<b>57</b>	<b>53</b>

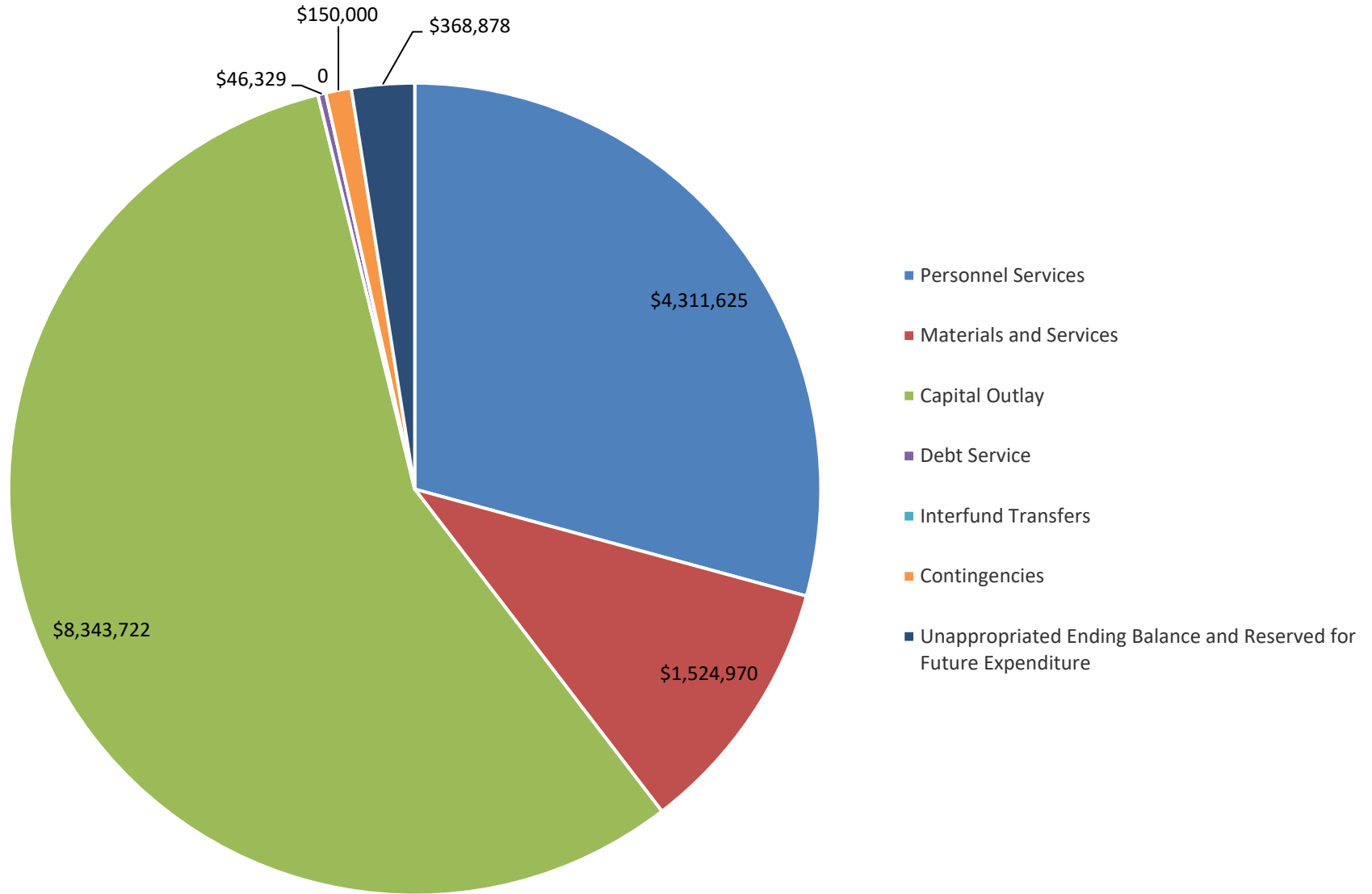
STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1, 2021	Estimated Debt Authorized, But Not Incurred on July 1, 2023
Full Faith and Credit	\$550,000	\$490,892
<b>Total</b>	<b>\$550,000</b>	

\* 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 2023-2024					
Actual		Adopted Budget This 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	329,543	1,400,000	700,000	1	Net working capital (accrual basis)	1,540,000	1,540,000	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	904,436	465,699	364,335	7	5311 Funding	614,578	614,578	614,578	7
8			176,568	8	CRRSAA Grant				8
9	549,951	385,345	500,000	9	5311 COVID - Grant 35393	329,485	329,485	329,485	9
10	772,413	441,378	445,790	10	5310 Funding	458,637	458,637	458,637	10
11	-		80,000	11	5310 Discretionary - Grant 35375	80,000	80,000	80,000	11
12	-		60,000	12	5304 - Grant 35139				12
13	265,097	261,528	261,528	13	STF				13
14	1,569,575	1,600,419	4,201,255	14	STIF	2,463,802	2,463,802	2,463,802	14
15			-	15	5339 - Grant 35395	225,000	225,000	225,000	15
16			-	16	5339 - Grant 34227	30,152	30,152	30,152	16
17			-	17	STIF Discretionary	-	-	-	17
18			-	18	STP Vehicle Replacement	-	-	-	18
19	116,553	124,689	123,000	19	Bus Fares & Contract Revenue	115,000	115,000	115,000	19
20	111,444	399,009	320,000	20	Medical Transports	550,000	550,000	550,000	20
21	14,015	26,604	13,000	21	Miscellaneous, advertising	25,000	25,000	25,000	21
22	465	272	300	22	Interest	300	300	300	22
23	-			23	Local				23
24	38,966	11,034		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	4,672,458	5,115,977	7,245,776	33	Total resources, except taxes to be levied	6,431,954	6,431,954	6,431,954	33
34				34	Taxes estimated to be received				34
35				35	Taxes collected in year levied				35
36	<b>4672458</b>	<b>5115977</b>	<b>7,245,776</b>	36	<b>TOTAL RESOURCES</b>	<b>6,431,954</b>	<b>6,431,954</b>	<b>6,431,954</b>	36

**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	99,134	112,000	2	Salaries- General Manager	117,500	117,500	117,500	2
3		77,305	85,000	3	Salaries- Finance Manager	95,000	95,000	95,000	3
4	13,611	69,214	86,000	4	Salaries - Executive Assistant	48,800	48,800	48,800	4
5			65,000	5	Salaries - HR Coordinator	60,000	60,000	60,000	5
6	53,402			6	Salaries - Admin Assistant	45,600	45,600	45,600	6
7	2,152	753	2,000	7	Salaries - Overtime	2,000	2,000	2,000	7
8	13,273	23,318	36,000	8	Payroll Taxes	36,000	36,000	36,000	8
9	28,080	59,045	82,000	9	Fringe Benefits	85,000	85,000	85,000	9
10	5,512	30,756	35,000	10	Retirement	33,000	33,000	33,000	10
11	13	223	450	11	Worker's Comp	450	450	450	11
12	<b>187,489</b>	<b>359,748</b>	<b>503,450</b>	12	<b>TOTAL PERSONNEL SERVICES</b>	<b>523,350</b>	<b>523,350</b>	<b>523,350</b>	12
13	<b>1.00</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>	13
<b>14</b>				<b>14</b>	<b>MATERIALS AND SERVICES</b>			<b>14</b>	
15	110	5,614	50,000	15	Advertising	85,500	85,500	85,500	15
16	16,200	2,150	4,000	16	Accounting Fees	1,500	1,500	1,500	16
17	1,000	38,380	30,000	17	Audit Fees	30,000	30,000	30,000	17
18		29	200	18	Background Checks	200	200	200	18
19	168	787	800	19	Bank Service Charges	1,000	1,000	1,000	19
20	8	1,152	5,000	20	Board Expense	1,000	1,000	1,000	20
21	1,795	2,841	7,500	21	Training/Conference Fee/Certificates	5,000	5,000	5,000	21
22			0	22	Fit For Duty/Evals	200	200	200	22
23	9,375	14,443	16,000	23	Dues, Memberships, & Fees	16,000	16,000	16,000	23
24		115	300	24	Drug and Alcohol Testing	300	300	300	24
25	25,044		15,000	25	Election Expense	15,000	15,000	15,000	25
26	82,825	18,385	19,000	26	IT Maintenance/Software	23,000	23,000	23,000	26
27			0	27	Consultant Fees	1,200	1,200	1,200	27
28	6,451	413	5,000	28	Legal Fees	3,000	3,000	3,000	28
29	3,289	14,837	15,000	29	Property & Vehicle Insurance	21,000	21,000	21,000	29
30			0	30	Miscellaneous	0	0	0	30
31	40,820	4,167	0	31	Non-Capital Equipment Purchase	5,000	5,000	5,000	31
32			0	32	Postage	700	700	700	32
33		736	2,000	33	Recruitment Fees	2,000	2,000	2,000	33
34		1,150	1,200	34	Rent - Storage	1,200	1,200	1,200	34
35		227	500	35	Safety Related Expenses	500	500	500	35
36		2,343	0	36	Travel - Lodging	2,000	2,000	2,000	36
37		1,381	0	37	Travel - Mileage	2,000	2,000	2,000	37
38		606	0	38	Travel - PerDiem	400	400	400	38

39			0	39	Staff Training Supplies	0	0	0	39
40		1,491	2,500	40	Staff/Community Recognition	600	600	600	40
41	23,688	13,502	12,000	41	Supplies - Office	10,000	10,000	10,000	41
42	5,371	4,842	5,000	42	Telephone - Office	5,600	5,600	5,600	42
43		234	2,500	43	Tablets & Cellphone	1,600	1,600	1,600	43
44	532	1,749	7,500	44	Travel - Airfare	2,500	2,500	2,500	44
45	13,477	8,862	9,000	45	Utilities	5,000	5,000	5,000	45
46			0	46	Uniforms	300	300	300	46
47	4,616			47	Management Fees				47
48	<b>234,659</b>	<b>134,822</b>	<b>210,000</b>	48	<b>TOTAL MATERIALS AND SERVICES</b>	<b>243,300</b>	<b>243,300</b>	<b>243,300</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>422,148</b>	<b>494,570</b>	<b>713,450</b>	52	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>766,650</b>	<b>766,650</b>	<b>766,650</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			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							
1				1	<b>PERSONNEL SERVICES</b>			1	
2	521,143	574,750	950,000	2	Salaries - Bus Drivers	995,000	995,000	995,000	2
3			0	3	Salaries - Maintenance Manager	100,000	100,000	100,000	3
4			41,000	4	Salaries - Facility Service Technician	41,000	41,000	41,000	4
5	30,196		0	5	Salaries - Over Time				5
6			0	6	Personnel Employment Services	0	0	0	6
7	91,238	56,887	124,000	7	Payroll Taxes	95,000	95,000	95,000	7
8	393,408	275,527	442,000	8	Fringe Benefits	430,000	430,000	430,000	8
9	31,753	70,449	99,000	9	Retirement	112,000	112,000	112,000	9
10		16,838	26,500	10	Worker's Comp	35,000	35,000	35,000	10
11	<b>1,067,738</b>	<b>994,451</b>	<b>1,682,500</b>	11	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,808,000</b>	<b>1,808,000</b>	<b>1,808,000</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
13				13	<b>MATERIALS AND SERVICES</b>			13	
14			0	14	Advertising	3,000	3,000	3,000	14
15		9	1,500	15	Accident Repair	6,500	6,500	6,500	15
16	870	58	300	16	Background Checks	300	300	300	16
17	9,387	18,781	4,000	17	Building Maintenance & Repairs	8,000	8,000	8,000	17
18	143,307	162,500	143,000	18	Bus Preventative Maintenance	195,000	195,000	195,000	18
19	2,008	2,829	4,000	19	Drug & Alcohol Testing	1,500	1,500	1,500	19
20	4,270	9,592	7,500	20	Bus Shelter Maintenance	5,000	5,000	5,000	20
21	2,795		1,000	21	Training/Conference Fee/Certificates	50,000	50,000	50,000	21
22	10,230		0	22	Fit For Duty/Evals	3,000	3,000	3,000	22
23	106,749	194,308	338,000	23	Fuel & Oil	338,000	338,000	338,000	23
24		1,106	2,000	24	IT Maintenance/Software	1,500	1,500	1,500	24
25			2,100	25	License & Fees	2,100	2,100	2,100	25
26			0	26	Legal Fees	0	0	0	26
27	13,732	33,963	35,000	27	Property & Vehicle Insurance	40,000	40,000	40,000	27
28			0	28	Miscellaneous	0	0	0	28
29			0	29	Non-Capital Equipment Purchase	3,000	3,000	3,000	29
30			0	30	Postage	0	0	0	30
31	3,337	4,179	0	31	Staff Recognition	11,000	11,000	11,000	31
32		431	500	32	Safety Related Expenses	300	300	300	32
33			0	33	Software and Maintenance Support	0	0	0	33
34			0	34	Staff Lodging	2,000	2,000	2,000	34
35			0	35	Staff Mileage	500	500	500	35
36			0	36	Staff Per Diem	1,000	1,000	1,000	36
37			0	37	Staff Training Supplies	300	300	300	37
38			0	38					38

39	20,152	9,166	15,000	39	Supplies - Buses	6,000	6,000	6,000	39
40			0	40	Staff - Airfare	3,000	3,000	3,000	40
41	19,770	3,557	4,500	41	Tablets & Cellphone	3,000	3,000	3,000	41
42	1,165,203	291,730	245,000	42	Transportation Contracts	260,000	60,000	60,000	42
43		186	0	43	Uniforms	5,800	5,800	5,800	43
44	<b>1,501,810</b>	<b>732,395</b>	<b>803,400</b>	44	<b>TOTAL MATERIALS AND SERVICES</b>	<b>949,800</b>	<b>749,800</b>	<b>749,800</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>2,569,548</b>	<b>1,726,846</b>	<b>2,485,900</b>	48	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>2,757,800</b>	<b>2,557,800</b>	<b>2,557,800</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 TRANSPORTATION**

**DISTRICT**

(name of fund)

(name of Municipal Corporation)

1	Historical Data			REQUIREMENTS FOR: <u>OPERATIONS ADMIN</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	49,470	59,452	124,000	2 Salaries- Transit Supervisor x 2	141,000	141,000	141,000	2
3		42,327	94,000	3 Salaries- Operations Manager	99,000	99,000	99,000	3
4				4 Salaries - Office Manager	49,500	49,500	49,500	4
5	53,403	82,031	89,000	5 Salaries - Admin Operations Assistant	45,500	45,500	45,500	5
6	395	17,216	36,000	6 Payroll Taxes	32,500	32,500	32,500	6
7		41,774	65,000	7 Fringe Benefits	75,500	75,500	75,500	7
8		22,231	31,000	8 Retirement	33,500	33,500	33,500	8
9		797	5,900	9 Worker's Comp	7,700	7,700	7,700	9
10	<b>103,268</b>	<b>265,828</b>	<b>444,900</b>	10 <b>TOTAL PERSONNEL SERVICES</b>	<b>484,200</b>	<b>484,200</b>	<b>484,200</b>	10
11				11 <b>Total Full-Time Equivalent (FTE)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	11
12				12 <b>MATERIALS AND SERVICES</b>				12
13				13				13
14		649	1,000	14 Building Maintenance	3,000	3,000	3,000	14
15		130	300	15 Drug and Alcohol Testing	400	400	400	15
16		5,122	3,500	16 IT Maintenance/Software	7,000	7,000	7,000	16
17	34,472	13,200	13,200	17 Lease	13,200	13,200	13,200	17
18	791	2,619	2,500	18 Printing	4,600	4,600	4,600	18
19	278	1,361	2,500	19 Training/Conference Fee/Certificates	4,000	4,000	4,000	19
20	3,810	5,607	7,000	20 Supplies - Office	9,000	9,000	9,000	20
21		3,511	3,500	21 Telephone	5,200	5,200	5,200	21
22		1,357	700	22 Tablets & Cellphone	1,900	1,900	1,900	22
23		922	3,600	23 Travel - Airfare	4,000	4,000	4,000	23
24		3,725	4,000	24 Utilities	5,000	5,000	5,000	24
25		0	0	25 Fit For Duty/Evals	700	700	700	25
26		1,729	0	26 Travel - Mileage	600	600	600	26
27		2,284	0	27 Travel - Lodging	4,500	4,500	4,500	27
28		523	0	28 Travel - PerDiem	1,000	1,000	1,000	28
29		83	0	29 Safety Supplies/Svcs	200	200	200	29
30			0	30 Uniforms	400	400	400	30
31		5,489	0	31 Non-Capital Equip/Purchases	2,500	2,500	2,500	31
32				32 Copier				32
33				33				33
34				34				34
35	<b>39,351</b>	<b>48,311</b>	<b>41,800</b>	35 <b>TOTAL MATERIALS AND SERVICES</b>	<b>67,200</b>	<b>67,200</b>	<b>67,200</b>	35
36				36 <b>CAPITAL OUTLAY</b>				36
37				37				37
38	<b>0</b>	<b>0</b>	<b>0</b>	38 <b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	38
39	<b>142,619</b>	<b>314,139</b>	<b>486,700</b>	39 <b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>551,400</b>	<b>551,400</b>	<b>551,400</b>	39

**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	<b>PERSONNEL SERVICES</b>			1	
2		84,886	250,000	2	Salaries - Para Transit - Drivers	250,000	250,000	250,000	2
3		7,871	32,000	3	Payroll Taxes	24,000	24,000	24,000	3
4		36,080	95,500	4	Fringe Benefits	130,000	130,000	130,000	4
5		13,291	25,000	5	Retirement	25,000	25,000	25,000	5
6		2,098	6,700	6	Worker's Comp	7,700	7,700	7,700	6
7				7					7
8	0	144,226	409,200	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>436,700</b>	<b>436,700</b>	<b>436,700</b>	8
9			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	<b>MATERIALS AND SERVICES</b>			10	
11			0	11	Uniforms	1,500	1,500	1,500	11
12		12,849	35,000	12	Bus Preventative Maintenance	43,000	50,000	50,000	12
13		115	1,110	13	Drug & Alcohol Testing	400	400	400	13
14		15,433	63,000	14	Fuel & Oil	46,000	46,000	46,000	14
15		88	150	15	IT Maintenance/Software	600	600	600	15
16		1,495	4,800	16	Telephone - Cellular & Tablets	12,000	4,870	4,870	16
17		29		17	Safety Supplies/Svc	200	200	200	17
18				18	Uniforms	1,500	1,500	1,500	18
19				19	Supplies - Vans	2,000	2,000	2,000	19
20		29		20	Background Checks	200	200	200	20
21				21	Training/Conference Fee/Certificates	300	300	300	21
22				22	Fit For Duty/Evals	200	200	200	22
23				23	Licenses & Fees	1,500	1,500	1,500	23
24	0	0	0	24	Non-Capital Equip/Purchases	500	500	500	24
25	0	30,038	104,060	25	<b>TOTAL MATERIALS AND SERVICES</b>	<b>109,900</b>	<b>109,770</b>	<b>109,770</b>	25
26				26	<b>CAPITAL OUTLAY</b>			26	
27				27					27
28	0	0	0	28	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	28
29	0	174,264	513,260	29	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>546,600</b>	<b>546,470</b>	<b>546,470</b>	29

**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							
<b>1</b>				<b>1</b>	<b>PERSONNEL SERVICES</b>				<b>1</b>
2		173,680	165,000	2	Salaries - Demand Response	148,000	259,000	259,000	2
3		17,434	15,000	3	Payroll Taxes	15,200	26,600	26,600	3
4		69,645	61,000	4	Fringe Benefits	58,000	101,500	101,500	4
5		17,129	17,000	5	Retirement	15,000	26,250	26,250	5
6		4,428	4,500	6	Worker's Comp	4,700	8,225	8,225	6
7				7					7
8	<b>0</b>	<b>282,316</b>	<b>262,500</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>240,900</b>	<b>421,575</b>	<b>421,575</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
<b>10</b>				<b>10</b>	<b>MATERIALS AND SERVICES</b>				<b>10</b>
11		46,405	30,000	11	Bus Preventative Maintenance	29,000	29,000	29,000	11
12		1,152	740	12	Drug & Alcohol Testing	200	200	200	12
13		44,438	52,500	13	Fuel & Oil	31,000	31,000	31,000	13
14		1,144	2,000	14	IT Maintenance/Software	2,000	2,000	2,000	14
15		8,389	5,500	15	Telephone - Cellular & Tablets	2,100	2,100	2,100	15
16		2	2,100	16	License & Fees	1,500	1,500	1,500	16
17		87	0	17	Background Checks	100	100	100	17
18			0	18	Uniforms	800	800	800	18
19				19	Supplies - Vans	800	800	800	19
20		116		20	Safety Supplies/Svcs	200	200	200	20
21				21	Fit For Duty/Evals	250	250	250	21
22				22	Training/Conference Fee/Certificates	300	300	300	22
23	0	0	0	23	Non-Capital Equip/Purchases	500	500	500	23
<b>24</b>	<b>0</b>	<b>101,733</b>	<b>92,840</b>	<b>24</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>68,750</b>	<b>68,750</b>	<b>68,750</b>	<b>24</b>
<b>25</b>				<b>25</b>	<b>CAPITAL OUTLAY</b>				<b>25</b>
26				26					26
27	<b>0</b>	<b>0</b>	<b>0</b>	27	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	27
<b>28</b>	<b>0</b>	<b>384,049</b>	<b>355,340</b>	<b>28</b>	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>309,650</b>	<b>490,325</b>	<b>490,325</b>	<b>28</b>

150-504-030 (Rev 11-18)

**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		135,135	24,000	2	Salaries - Call Center Supv (split w/medical transport)	32,000	32,000	32,000	2
3	71,542		119,000	3	Salaries - Call Center	146,000	146,000	146,000	3
4		12,607	14,500	4	Payroll Taxes	17,500	17,500	17,500	4
5		78,445	74,000	5	Fringe Benefits	106,000	106,000	106,000	5
6		21,096	14,500	6	Retirement	18,000	18,000	18,000	6
7		142	170	7	Worker's Comp	300	300	300	7
8	71,542	247,425	246,170	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>319,800</b>	<b>319,800</b>	<b>319,800</b>	8
9				9	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	9
10				10	<b>MATERIALS AND SERVICES</b>			10	
11				11					11
12			0	12	Building Maintenance	0	0	0	12
13		583	800	13	Drug and Alcohol Testing	300	300	300	13
14		23,888	35,000	14	IT Maintenance/Software	23,000	23,000	23,000	14
15	725	2,166	5,000	15	Supplies - Office	3,200	3,200	3,200	15
16		4,582	4,500	16	Telephone	5,200	5,200	5,200	16
17		254	300	17	Telephone - Cellular and Tablets	550	550	550	17
18		1,199	1,300	18	Utilities	3,700	3,700	3,700	18
19			0	19	Uniforms	400	400	400	19
20		1,337	0	20	Non-Capital Equipment	550	550	550	20
21			0	21	Training/Conf Fee/Certificates	200	200	200	21
22	725	34,009	46,900	22	<b>TOTAL MATERIALS AND SERVICES</b>	<b>37,100</b>	<b>37,100</b>	<b>37,100</b>	22
23				23	<b>CAPITAL OUTLAY</b>			23	
24				24					24
25	0	0	0	25	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	25
26	72,267	281,434	293,070	26	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>356,900</b>	<b>356,900</b>	<b>356,900</b>	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)

1	Historical Data			REQUIREMENTS FOR: <u>MEDICAL TRANSPORTATION</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			36,000	2	Salaries - Call Center Supv	32,000	32,000	32,000	2
3			13,500	3	Salaries - Call Center				3
4			79,000	4	Salaries - Drivers	162,000	162,000	162,000	4
5			14,000	5	Payroll Taxes	21,000	21,000	21,000	5
6			51,000	6	Fringe Benefits	77,500	77,500	77,500	6
7			13,000	7	Retirement	20,000	20,000	20,000	7
8			35	8	Worker's Comp	5,500	5,500	5,500	8
9	0	0	206,535	9	<b>TOTAL PERSONNEL SERVICES</b>	<b>318,000</b>	<b>318,000</b>	<b>318,000</b>	9
10			3.00	10	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	10
11				11	<b>MATERIALS AND SERVICES</b>			11	
12				12					12
13		203	500	13	Background checks	100	100	100	13
14		215	550	14	Drug and Alcohol Testing	400	400	400	14
15			1,000	15	Inspections	0	0	0	15
16		1,903	2,500	16	Supplies	2,500	2,500	2,500	16
17		4,599	5,000	17	Appreciation Events	10,000	10,000	10,000	17
18	94,762	187,863	190,000	18	Volunteer Mileage Reimbursement	166,000	166,000	166,000	18
19			15,600	19	Fuel & Oil	31,000	31,000	31,000	19
20		171	10,000	20	Bus Preventative Maintenance	28,500	28,500	28,500	20
21			3,000	21	Telephone - Cellular & Tablets	1,000	1,000	1,000	21
22			2,100	22	License & Fees	1,500	1,500	1,500	22
23				23	Incentive Bonus	6,000	6,000	6,000	23
24			0	24	Uniforms	800	800	800	24
25				25	Safety Supplies/Svcs	200	200	200	25
26				26	Training/Conference Fee/Certificates	300	300	300	26
27	0	0	0	27	Non-Capital Equip/Purchases	500	500	500	27
28				28	Fit For Duty	250	250	250	28
29	94,762	194,954	230,250	29	<b>TOTAL MATERIALS AND SERVICES</b>	<b>249,050</b>	<b>249,050</b>	<b>249,050</b>	29
30				30	<b>CAPITAL OUTLAY</b>			30	
31				31					31
32	0	0	0	32	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	32
33	94,762	194,954	436,785	33	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>567,050</b>	<b>567,050</b>	<b>567,050</b>	33

**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>
2				2 Administrative Wages				2
3				3 Payroll Taxes				3
4				4 Health Insurance				4
5				5 Workers Comp				5
6				6				6
7				7				7
<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>
11			0	11 Advertising/Marketing	0	0	0	11
12			0	12 Legal Services	0	0	0	12
13			0	13 Accounting Services	0	0	0	13
14			0	14 Management Services	0	0	0	14
15			0	15 Consulting Services	0	0	0	15
16			0	16 Audit Fees	0	0	0	16
17			0	17 Transportation Contracts	0	0	0	17
18			0	18 Telephone/Communications	0	0	0	18
19			0	19 Office Supplies	0	0	0	19
20			0	20 Training	0	0	0	20
21			0	21 Dues & Memberships	0	0	0	21
22			0	22 Insurance	0	0	0	22
23			0	23 Other Materials and Supplies	0	0	0	23
<b>24</b>	<b>0</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>
26	804		135,000	26 Capital Projects - Equipment	30,152	30,152	30,152	26
27				27				27
<b>28</b>	<b>804</b>	<b>0</b>	<b>135,000</b>	<b>28</b> TOTAL CAPITAL OUTLAY	<b>30,152</b>	<b>30,152</b>	<b>30,152</b>	<b>28</b>
<b>29</b>				<b>29</b> DEBT SERVICE				<b>29</b>
30		29,085	30,024	30 Principal	38,910	38,910	38,910	30
31	10,399	17,274	16,320	31 Interest	7,419	7,419	7,419	31
<b>32</b>	<b>0</b>	<b>29,085</b>	<b>46,344</b>	<b>32</b> TOTAL DEBT SERVICE	<b>46,329</b>	<b>46,329</b>	<b>46,329</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	825,389		35	Transfers to Bus Replacement Fund	0			35
36	<b>825,389</b>	<b>0</b>	36	<b>TOTAL INTERFUND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	36
37			37	<b>OPERATING CONTINGENCY</b>	150,000	150,000	150,000	37
38			38	<b>RESERVED FOR FUTURE EXPENDITURE</b>				38
39			39	<b>UNAPPROPRIATED ENDING BALANCE</b>	368,878	368,878	368,878	39
40	<b>826,193</b>	<b>29,085</b>	40	<b>Total Requirements NOT ALLOCATED</b>	<b>595,359</b>	<b>595,359</b>	<b>595,359</b>	40
41			41	Total Requirements for <b>ALL Org.Units/Programs within fund</b>	5,856,050	5,836,595	5,836,595	41
42			42	Ending balance (prior years)				42
43	<b>826,193</b>	<b>29,085</b>	43	<b>TOTAL REQUIREMENTS</b>	<b>6,451,409</b>	<b>6,431,954</b>	<b>6,431,954</b>	43

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	0	0	4
5			5	Interest				5
6	825390		6	Transferred IN, from General Fund	-	-	-	6
7			7	<b>OTHER RESOURCES</b>				7
8			8	5339 - Grant 35395	2,400,000	2,400,000	2,400,000	8
9			9	STP - Grant 34248	690,921	690,921	690,921	9
10			10	STIF Discretionary Grant		205,000	208,000	10
11			11	STBG - Grant 35326	809,901	809,901	809,901	11
12			12	5339 - Grant 34227	255,000	255,000	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	825390	0	29	Total resources, except taxes to be levied	4,155,822	4,360,822	4,363,822	29
30			30	Taxes estimated to be received				30
31			31	Taxes collected in year levied				31
32	<b>825390</b>	<b>0</b>	32	<b>TOTAL RESOURCES</b>	<b>4,155,822</b>	<b>4,360,822</b>	<b>4,363,822</b>	<b>32</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**

**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	4,360,822	4,363,822
11			10			10
12	0	0	11 <b>TOTAL CAPITAL OUTLAY</b>	4,155,822	4,360,822	4,363,822
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		16
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	4,360,822	4,363,822
23			22 Total Requirements for ALL Org.Units/Programs within fund	0		22
24		0	23 Ending balance (prior years)			23
25	0	0	24 <b>TOTAL REQUIREMENTS</b>	4,155,822	4,360,822	4,363,822

**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							
			1,020,000	1	Available cash on hand* (cash basis) or				1
				2	Net working capital (accrual basis)				2
				3	Previously levied taxes estimated to be received				3
			0	4	Loan Proceeds	0	0	0	4
				5	Interest				5
			-	6	Transferred IN, from other funds	-	-	-	6
				7	<b>OTHER RESOURCES</b>				7
			30,152	8	5339 - Grant 35395	2,148,496	2,148,496	1,861,748	8
			2,088,000	9	STB Grant				9
				10	5339 - Grant 35335	2,088,000	2,088,000	2,088,000	10
				11	5310 - Bus Shelters	94,204			11
				12					12
				13					13
				14					14
				15					15
				16					16
				17					17
				18					18
				19					19
				20					20
				21					21
				22					22
				23					23
				24					24
				25					25
				26					26
				27					27
				28					28
	0	0	3138152	29	Total resources, except taxes to be levied	4,330,700	4,236,496	3,949,748	29
				30	Taxes estimated to be received				30
				31	Taxes collected in year levied				31
	<b>0</b>	<b>0</b>	<b>3138152</b>	<b>32</b>	<b>TOTAL RESOURCES</b>	<b>4,330,700</b>	<b>4,236,496</b>	<b>3,949,748</b>	<b>32</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		20,346	3,138,152	9 Capital Projects	4,330,700	4,236,496	3,949,748	9
10				10				10
11	0	20,346	3,138,152	11 <b>TOTAL CAPITAL OUTLAY</b>	4,330,700	4,236,496	3,949,748	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 OPERATING CONTINGENCY				18
19				19 RESERVED FOR FUTURE EXPENDITURE				19
20				20 UNAPPROPRIATED ENDING BALANCE	0	0	0	20
21	0	20,346	3,138,152	21 <b>Total Requirements NOT ALLOCATED</b>	4,330,700	4,236,496	3,949,748	21
22				22 Total Requirements for ALL Org.Units/Programs within fund	0			22
23		0		23 Ending balance (prior years)				23
24	0	20,346	3,138,152	24 <b>TOTAL REQUIREMENTS</b>	4,330,700	4,236,496	3,949,748	24