



Sunset Empire Transportation District

Budget Committee Meeting

Agenda

May 16, 2020

9:00 AM

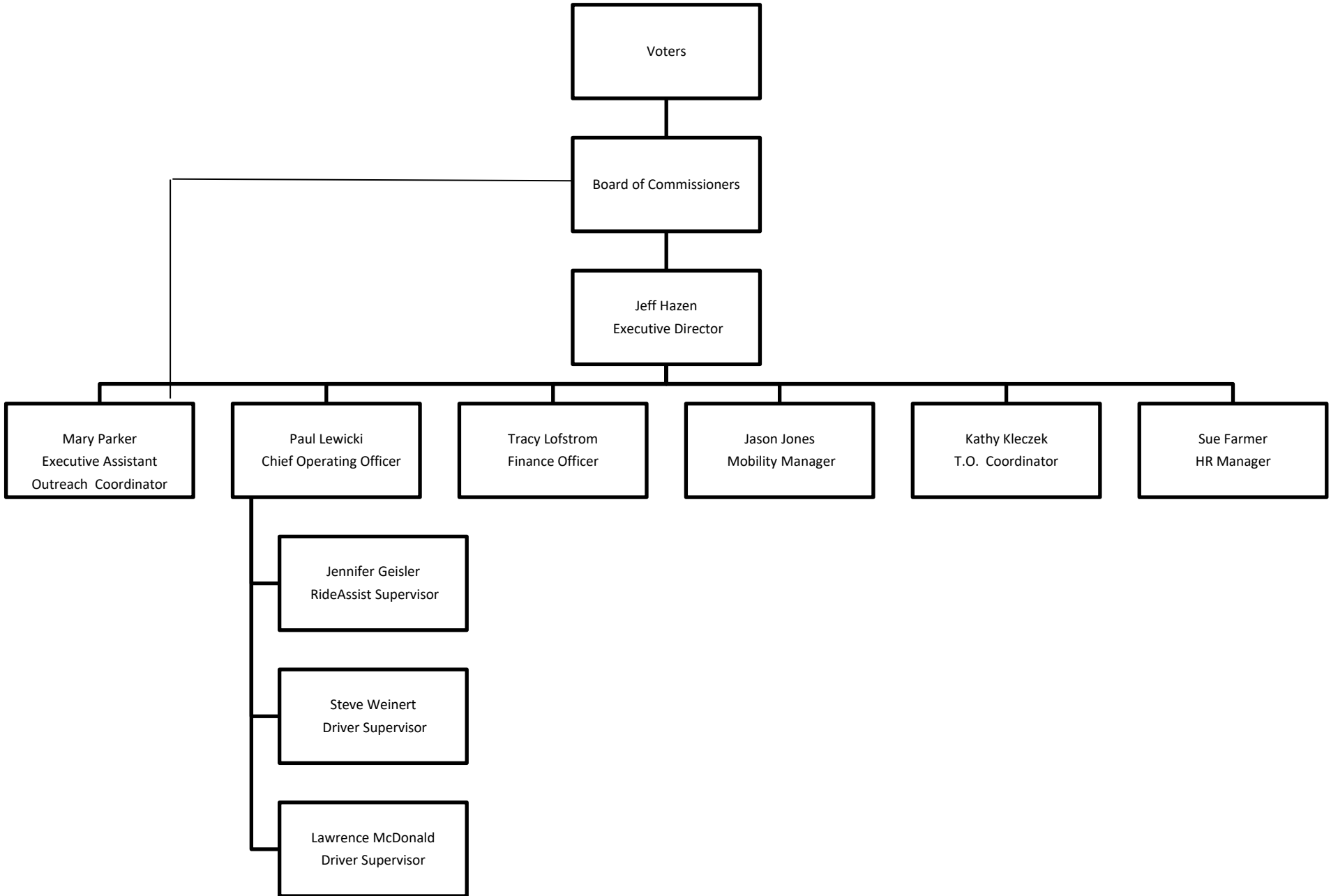
1. CALL TO ORDER
2. ELECTION OF BUDGET COMMITTEE CHAIR
3. APPROVAL OF MAY 15, 2019 BUDGET MEETING MINUTES
4. BUDGET OFFICER PRESENTATION
5. DISCUSSION OF FUND BUDGETS
 - i. General Fund
 - ii. STF Fund
 - iii. STIF Formula Fund
 - iv. STIF Discretionary Fund
 - v. Capital Reserve Fund
6. PUBLIC COMMENT
7. APPROVAL OF BUDGET
8. MEETING ADJOURNED

SETD Budget Committee 2021

1. Melinda Ward Citizen Member 2020-2022
2. Tita Montero Citizen Member 2020-2022
3. Jeff Frane Citizen Member 2020-2022
4. John Lansing Citizen Member 2020-2022
5. Christine Lolich Citizen Member 2019-2021
6. Mary Ann Brandon Citizen Member 2019-2021
7. Larry Taylor Citizen Member 2019-2021

SETD Board

1. Debbie Boothe-Schmidt
2. Pamela Alegria
3. Kevin Widener
4. Tracy MacDonald
5. Tamara Taylor
6. Charles Withers
7. Diana Nino



10/8/19



**BOARD OF COMMISSIONERS
BUDGET MEETING MINUTES
MAY 15, 2019**

1. CALL TO ORDER- Chair Kathy Kleczek called the meeting to order at 9:00 AM
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL:
Present: Commissioner Kathy Kleczek, Commissioner Kevin Widener, Commissioner Tracy MacDonald, Commissioner Bryan Kidder, Commissioner Pamela Alegria and Commissioner Carol Gearin and Commissioner Lylla Gaebel was excused
Committee Present: Tita Montero, Melinda Ward, Larry Taylor, Christine Lolich, Jeff Frane, Mary Ann Brandon and John Lansing joined the meeting at 12:30 PM

Staff Present- Executive Director Jeff Hazen, Finance Officer Tracy Lofstrom, Operations Paul Lewicki, Executive Assistant Mary Parker
4. ELECTION OF 2019-2020 BUDGET COMMITTEE OFFICERS-
BUDGET COMMITTEE CHAIR
Commissioner Kevin Widener moved to nominate Tita Montero for Budget Committee Chair
Melinda Ward seconded the motion
Motion passed unanimously

BUDGET COMMITTEE SECRETARY
Board Chair Kleczek nominated Maryanne Brandon as Budget Committee Secretary
Commissioner Kevin Widener seconded the motion
Motion passed unanimously
5. APPROVAL OF MAY 18, 2018 BUDGET MEETING MINUTES
Board Chair Kleczek moved to approve the May 18, 2017 Budget Committee Meeting Minutes.
Commissioner MacDonald seconded the motion
Motion passed unanimously
Commissioner Gearin abstained because she had not attended the meeting
6. BUDGET OFFICER PRESENTATION- Budget Officer Jeff Hazen reviewed the Budget Message for fiscal year 2019-2020. Jeff explained that in 2017 for the first time in history, Oregon legislator's had passed a very robust transportation plan- HB2017 which will provide a stable source of funding for public transportation. This Statewide Transportation Improvement Fund (STIF) will receive revenue from a 1/10th of 1% Employee Payroll Tax. Jeff gave an overview of each of the SETD Funds included in the Budget.
General Fund- This fund shows the largest increase in resources which is from the STIF funds, increased Timber Revenue and an increase to the 5311 grant. Total resources are projected at \$5,533,321 which is a 48% increase over the current year's budget. Jeff added that Personnel Services increased by 26% due to expansion of services. SETD entered into a labor agreement for drivers and mechanics who will receive a step increase. Medical benefit costs are increasing by 10%, dental to 1% and out of pocket will go from \$3500 to \$5000. The District will save due to the increase that employees will now pay for adding a spouse or family on their insurance and represented employees will no longer have life insurance.
Materials and Services- Covers the costs of the IT monitoring contractor, new financial software, recently added dispatch software and other District software.
Small Equipment and Tools- Increased due to the need to replace computers and IT equipment.
Fuel will be increased to cover the cost of planned service expansion.
Professional Services includes \$25,000 for a consultant to update the SETD Coordinated human Services Transportation Plan.
The implementation of the employee incentive program.

Capital Outlay shows funding for six buses and new bus shelters. STP and 5339 grants cover most of the cost for four of the buses and the other two buses along with the E-Fare are funded by STIF Statewide Transportation Network funds. A new HVAC system is included in this budget.

STF Funds will be used to purchase additional training items, building a Mobility Lab and funding part of Route 15 and Route 101B.

STIF Formula Funds will also be funding the addition of weekend service in Astoria, additional services in Warrenton, adding a summer internship route for Knappa and Jewel, adding a once a week Knappa/Svenson shopper shuttle, increased service to Knappa/Svenson including a once a week shopper shuttle, increased service to the MERTS campus, additional service in Astoria, additional service in Warrenton, adding a year round route in Seaside and adding an additional loop to Route 101 in the evening.

STIF Statewide Transit Network Program Fund will be used for the Lower Columbia Connector from Astoria to Portland and the purchase of two used motor coaches that will be used for the route. This fund will also be used to purchase the E-Fare system.

Capital Reserve Fund will provide the match for purchasing the motor coaches, E-fare and HVAC system. \$50,000 will be transferred to this fund from the General Fund.

Jeff announced that the final payments to SETD's long-term debts will be paid off in 2019-2020.

7. DISCUSSION OF 2019-2020 FUND BUDGETS- Executive Director Hazen presented the budget documents which have an extra column for the year to date expenditures for use at today's meeting.

GENERAL FUND

- i. Resources- Jeff made a correction to the transferred in amount which should be \$1,083,366. This is a \$94,000 reduction which Jeff also deducted from the ending fund balance. Jeff reviewed line items and what is transferred into the General Fund. Fares were clarified as including Job Corp students fare, Cruise Ship passengers and Cannon Beach riders. There was discussion of tracking funds and what each is being spent on. Tracy clarified that line 24 was a combination of things including scraping a bus and laminating fees. The committee was given a corrected version of the General Fund budget document.

Requirements – Jeff reviewed Personnel Services- Wages \$1,753,503, Payroll Taxes /Workman's Comp \$207,086 Benefits \$53,0867 Total of \$2,491,456 FTE 43.5. There was discussion and concerns that the proposed increase might not be enough to cover the increase in FTE's and other costs. Jeff said that non-union employees will be receiving a 2.5 % raise. Those in the bargaining unit have already received their raise. Jeff said that the Employee Recognition is an incentive program for employees to recruit new drivers and be rewarded as they continue to work. Discussion continued with concerns that the upcoming requested wage study could result in more raises, employee incentives, pay equity and other costs and there should be more of a cushion. Jeff said an increase could be made but it would have to be removed from somewhere else. There was discussion and a recommendation by the committee that personnel services be increased to \$2,530,000 which is a \$38,544 increase and was rounded to \$40,000. The committee made several suggestions and each item in Material and Services was reviewed for possible reductions to offset the proposed increase.

11:50 AM-Tita Montero called for a recess for lunch

12:32 PM- Tita Montero called the budget meeting back to order

Executive Director Hazen reported that he, Tracy and Paul had met during the recess and came up with some suggested cuts for offsetting the increase to Personnel Services. Their suggestions were:

Under Resources

LB20

Line 8 Increase Timber Revenue to \$379,144

Changes Total Resources to \$5,471,801

LB30

Small Equipment and Tools

Line 20 change to \$44,000 decrease of \$16,000

Line 35 change to \$54,000 added \$10,000

Total this page now-\$1,940,760

New Total for Requirement-\$5,471,801

Changes to Small Equipment on this page \$1,740,760

Personnel services increased by:
Increase from Timber fund \$22,544
Increase from Professional services \$10,000
Increase from Small Equipment \$16,000

Board Chair Kleczek commented that she had looked at the original approved budget from last year and we are basing this Budget on the Supplemental Budget not the original budgeted amount approved by the committee last year. Funding to advertising, marketing and outreach and other programs were severely cut back due to the Supplemental Budget which reduced services that the Budget Committee had wanted and had approved. I want you to be aware that we are basing the 2019-2020 Budget on severely reduced amounts that resulted from the Supplemental Budget so we are cutting back services.

Commissioner Kidder said he hoped that the cutbacks being made on computers was not to those that would be receiving new software because you may not be able to run the new programs on old programming. Commissioner Kidder also asked if it is more important to purchase fewer new computers and hold money aside for the employee recognition program or if you find you do not use the employee recognition fund, can the unused funds be used to purchase new computers? Jeff said yes, we can purchase computers when we want but this will give us a good rotation.

Jeff said going back to employee recognition, a suggestion was made to set aside an employee education subsidy which would be used to develop an employee education program, so we have divided the employee referral funding in half putting \$5000 towards referral and \$5000 towards employee education.

The committee discussed the time and costs needed to develop an employee education program and if funds should be used in the development of an education program or should funds be used for other programs during the development of the education program. Chair Kleczek clarified to the committee that the Board had already given direction to the Executive Director to develop a Succession Plan that includes career paths and enhancements for staff that would increase retention and employee education could be part of it. Kathy also said that when the Board has given direction then the budget committee should come up with the funding but should not be involved with the details which is up to the Executive Director and the Board.

Tita said there has been a suggestion to move \$5000 from line 23 to line 15 Conferences Training and Travel.

Jeff said that changes Line 23 to \$10,000 and line 15 to \$30,000

There was discussion about reducing meeting expenses and reserving funds to cover the cost of renting space if needed when holding Board meetings throughout county.

Special Transportation Fund- Jeff reported that this grant will be used for Route 15 and added service on the Route 101B and for the Mobility programs.

Statewide Transportation Improvement Formula Fund - Jeff said this is a new fund and we are anticipating receiving \$789,000 which will be used for match money for the purchase of buses, purchase of new shelters and increased route services.

Statewide Transportation Improvement Fund Statewide Transit Network Fund- Jeff said this is the grant to be used for the Astoria to Portland route.

Capital Reserve Fund- This fund is set aside every year to be used for capital expenses including match money used for purchasing buses.

RideCare Fund- Jeff reported that since RideCare is closed this fund will go away in 3 years.

8. PUBLIC COMMENT- None

Board Chair Kleczek moved to have the Budget Committee not to have meetings transcribed
Commissioner Gearin seconded the motion

Discussion- There was clarification that there would still be a recording of the meeting and minutes.

Motion passed unanimously

Commissioner Alegria-Suggested that line items have explanations, Larry Taylor- Looking forward to the new software, Mary Brandon-There are many free options out there for job search including Gooneville, Commissioner Widener-Thanked the volunteers on the Budget Committee for their time, Commissioner MacDonald-Thanked the Budget Committee volunteers for their time, Commissioner Kidder-There is a lot of work that goes into this budget and the Board pays a lot of attention to it throughout the year and this is a great starting point and helps the board to understand what people feelings are and what they like and don't like. It is a great process so please continue to volunteer and be on this committee. Commissioner Gearin- This is my last Budget Meeting but want to thank everyone that I have seen before and to those I have not seen, welcome and come back again. Christine Lolich- A couple of recommendations; On the General Fund Budget there were changes at the beginning of the meeting, it would have nice to have received those pages at the beginning of meeting so it would not be so confusing, and on budget line 23 page 211 there was a huge difference in the amount and that is something staff should look at in advance and be prepared why that is. Tita Montero thanked everyone for participating. Last year I asked to have the year to date included in the budget and it was but it would be nice to have the date range at the top and it would be helpful to add another column with the percentage of what has been used year to date and add another column as to what the original budget was and any changes made during the year due to a supplemental budget. Tita requested budget note sheets that would explain what was included in every line item and also somehow split out what the Board expenses are. Tita suggested that the committee looks at the smaller funds before reviewing the general fund for better understanding. Staff thanked the committee and the committee thanked staff.

9. APPROVE BUDGET-

Chair Kathy Kleczek moved that the Budget Committee of Sunset Empire Transportation District approve the Budget for the 2019-2020 Fiscal Year in the amount of \$6, 966,125.

Commissioner Widener seconded the motion

Discussion- Commissioner Alegria asked when we receive the final budget what should we do if we find a mistake how is that handled. Executive Director said bring it to the Budget Hearing.

Motion passed unanimously

Commissioner Gearin moved that the Budget Committee from Sunset Empire Transportation District approve and recommend that the SETD Board of Commissioners adopt the taxes for the 2019-22-2020 Fiscal Year at the rate of \$0.1620 per one thousand of assessed value for the permanent tax levy.

Christine Lolich seconded the motion

Motion passed unanimously

Meeting was adjourned at 2:30 PM

Mary Parker, Recording Secretary

Budget Secretary

Date

Mission Statement

Provide safe, reliable, relevant and sustainable transportation services to Clatsop County with professionalism, integrity and courtesy.

March 13, 2019

Sunset Empire Transportation District Mission Statement

“Sunset Empire Transportation District is dedicated to providing safe, reliable, relevant and sustainable transportation services to Clatsop County with professionalism, integrity and courtesy.”

2019-2021 SETD Priorities

Priority One

- Benchmark Services
 - Ridership Increases & Decreases
 - On-time Performance
 - Fleet reliability
 - Employee Retention

- Develop a SETD specific emergency plan.
 - SETD operational specific emergency operation plan
 - Medical emergencies
 - Accidents
 - Behavioral emergencies at facilities and on buses
 - Emergency contact and reporting requirements
 - Strategic county wide transportation plan that integrates into Clatsop County Emergency Plan.

- Develop a Succession Plan for Key Management Positions

- Develop Route Standards
 - Summer Schedule
 - September Through May Schedule

- Develop Demand Management Standards
 - Paratransit
 - Dial a Ride
 - First Mile Last Mile

- Increasing services
 - Fixed routes

Priority One (Continued)

- Improving System
 - Improved lighting at bus shelters
 - Route on-time performances
 - Amenities
- Technologies
 - E-fare
 - Electronic charging stations on buses
 - On-board wi-fi
- Improve Appearance
 - Buses
 - Shelters
 - Facilities

Priority Two

- Develop feasibility of moving Warrenton Operations facility
 - Out of the inundation zone
 - Upgrade to include an automatic bus washing system
- Begin to convert the fleet to electric and away from fossil fuels
- Strategically Locate Park and Rides
- Improve District Signage

Priority Three

- Identify new funding opportunities
 - Seek public/private partnerships
 - Continue to explore new Federal/State/Local grant opportunities
 - Rebuild Ride Pal Program and Volunteer Program



SUNSET EMPIRE TRANSPORTATION DISTRICT
900 Marine Drive Astoria, Oregon 97103

BUDGET MESSAGE
FISCAL YEAR 2020-2021

Dear Budget Committee Members:

Every budget cycle, I compose a budget message to assist in the deliberations over the proposed budget. Last year's message included how it was going to be one of the most exciting years in the history of SETD. I certainly could not have imagined what we have ended up dealing with! My thoughts on it being an exciting year were due to the STIF funding and expansion of services. The February rollout of several service projects was very exciting. We were experiencing 24%-30% increases in ridership system wide over the same weeks from last year. I know of no other transit agency in Oregon that experienced the growth that we were seeing. Unfortunately, as they say, all good things must come to an end. The Covid-19 pandemic and the restrictions put in place dramatically impacted our ridership. Since the middle of March, we have seen decreases in ridership ranging from 34%-61%. I'm proud to say that we've kept all routes running during this time because we are aware that there are many essential workers that continue to rely on us to provide their transportation.

I won't write about how exciting the upcoming year is going to be, but I will say how next year will be full of opportunities even though some of them are unknown at this point.

The first fund you will see is the General Fund. There is a large increase in transfers from other funds. Most of this is from the STIF funds for the service we have expanded already and what we plan on implementing next year. There is also a large increase in the \$5339 Bus & Bus Facilities grant. We will be purchasing 8 buses next year, with one of them being a carryover from this current year due to production being held up from COVID-19. You will notice that State Timber Revenue has been dramatically decreased. Revenues for this year have not come in as earlier projections showed. Next year's projections have been reduced quite a bit as well. Total resources are projected at \$6,537,712 a 19% increase over the current year's budget.

We have increased Total Personnel Services by 14% over the current year's budget due to continued expansion of service. Our represented employees will get a step increase of 2% on

July 1. Our non-represented employees along with supervisors and managers will be receiving a 2% cost of living increase on July 1. Medical benefits are increasing this year by 15%. We are obligated to pay for the FT employee's premiums for represented employees and will mirror that with all other employees. This will mean that we will be going from a \$950 a month premium subsidy to \$1060. This will increase the amount an employee will have to pay for their spouse and family. We are keeping the same plan, but employees will see an increase in their out of pocket expenses, it is going from \$3,500 to \$5,000.

In Materials and Services, we have budgeted \$135,000 in Computer Information Technology Services. This line item covers the costs of our IT monitoring contractor along with the cost of the various software programs we use.

The Small equipment/tools line has gone down by \$14,000 because we purchased several more computers this year due to Windows 7 no longer being supported by Microsoft which increased vulnerability to our system.

The cost of fuel continues to decrease dramatically. Current prices are at a level that haven't been seen in years. Professional Services remains at \$54,000 because we are just now kicking off our update to our Coordinated Human Services Transportation Plan.

Telecommunications has been increased to allow for the Wi-Fi project on buses.

Capital Outlay line provides funding for 8 buses. We also have included funds to purchase new bus shelters and signage. The \$5339 grants cover the majority of the cost of four of the buses and STIF provides the matching funds for the grants. The E-Fare system also is funded by the STIF Discretionary grant with local match coming from the Capital Reserve. We have kept a new HVAC system in this budget since we will not be purchasing one this year. We are continuing the design and construction of a Mobility Lab that will be used for travel training and evaluation of Paratransit applicants.

We paid off the last of our debts this year and do not plan on incurring any new debt next year.

The STF fund will continue to fund part of the Route 15 and Route 101B. This will likely be the last year of STF. There are plans to consolidate the STF fund with the STIF fund as directed by the Legislature.

The STIF Formula Fund will be funding service improvements that began this year and other improvement slated for next year. As mentioned earlier, this is the fund that will be paying for the update to our Coordinated Human Service Transportation Plan.

The STIF Statewide Discretionary Transit Network Program Fund will provide funding to continue to operate the Lower Columbia Connector Route from Astoria to Portland. We will be providing the service the entire length of the route, three times a day. We will also be purchasing a new electronic fare system with these funds.

The Capital Reserve Fund will provide match money for the E-Fare system and HVAC system. The General Fund is also transferring \$50,000 to this fund.

The information contained in the proposed budget represents the District staff's best estimates of resources and expenditures. These were obtained through the use of professional judgement, budget history, Oregon Local Budget Law, and generally accepted accounting practices.

We look forward to the committee's questions and deliberations on the proposed budget.

Sincerely,

Jeff Hazen
Budget Officer

RESOURCES
General Fund

(Fund)

Sunset Empire Transportation District

(Name of Municipal Corporation)

	Historical Data			Year To Date	RESOURCE DESCRIPTION	Budget for Next Year 2020-2021			
	Actual		Adopted Budget This Year Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1	\$1,180,008	\$1,267,931	\$1,200,000		1 Available cash on hand* (cash basis) or	\$966,691			1
2					2 Net working capital (accrual basis)				2
3	\$24,949	\$24,607	\$24,000	\$20,648	3 Previously levied taxes estimated to be received	\$27,000			3
4	\$12,448	\$9,671	\$10,000	\$496	4 Interest	\$2,000			4
5	\$58,500	\$0	\$1,083,366		5 Transferred IN, from other funds	\$1,669,717			5
6					6 OTHER RESOURCES				6
7	\$69,468	\$48,973	\$70,000	\$59,797	7 State Mass Transit Payroll Distribution	\$75,000			7
8	\$389,104	\$276,181	\$379,144	\$172,807	8 State Timber Revenue	\$160,000			8
9	\$9,856	\$10,728	\$10,500	\$8,102	9 Rentals	\$10,500			9
10	\$348,688	\$266,026	\$290,000	\$203,669	10 Fares	\$250,000			10
11	\$144,637	\$73,623	\$52,000	\$49,782	11 IGA Contracted Services	\$60,000			11
12	\$93,240	\$93,242	\$0	\$0	12 ODOT (STF) State Funds	\$0			12
13	\$48,600	\$139,294	\$138,975	\$92,406	13 ODOT - \$5310 Preventative Maintenance/MM	\$138,976			13
14	\$340,760	\$519,093	\$501,722	\$393,597	14 ODOT - \$5311 Operations	\$501,221			14
15	\$56,391	\$19,346	\$174,250	\$0	15 ODOT - \$5339 Bus & Bus Facilities	\$1,239,300			15
16	\$53,866	\$0	\$0	\$0	16 Mobility Management	\$0			16
17	\$65,776	\$70,979	\$86,577	\$64,004	17 ODOT - Transportation Options	\$86,577			17
18	\$21,000	\$0	\$0	\$0	18 ODOT - \$5305 Feasibility Study	\$0			18
19	\$0	\$0	\$457,623	\$0	19 ODOT - \$5311 Special Transportation Program	\$0			19
20	\$0	\$0	\$12,000	\$0	21 ODOT - \$5310 Preventative Maintenance Disc.	\$0			20
21	\$0	\$0	\$0	\$0	21 CARES Act	\$400,000			21
22	\$0	\$2,750	\$0	\$0	22 SDAO Safety Grant	\$0			22
23	\$13,568	\$10,689	\$144	\$2,350	23 Other	\$150			23
24	\$2,072	\$10,965	\$11,500	\$8,949	24 Commissions/Proceeds	\$12,000			24
25					25				25
26	\$107,183	\$0	\$0	\$0	26 Prior Period Adjustment	\$0			26
27					27				27
28					28				28
29	\$3,040,114	\$2,844,098	\$4,501,801	\$1,076,607	29 Total resources, except taxes to be levied	\$5,599,132	\$0	\$0	29
30			\$970,000	\$959,646	30 Taxes estimated to be received	\$1,000,000			30
31		\$952,855			31 Taxes collected in year levied				31
32	\$3,040,114	\$3,796,953	\$5,471,801		32 TOTAL RESOURCES	\$6,599,132	\$0	\$0	32

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

REQUIREMENTS SUMMARY

**FORM
LB-30**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund

Sunset Empire Transportation District

(name of fund)

(name of Municipal Corporation)

1	Historical Data			Year to Date	REQUIREMENTS FOR: <u>(Name of Org. Unit or Program & Activity)</u>	Budget For Next Year 2020-2021			1
	Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
2	\$1,237,574	\$1,496,128	\$1,780,614	\$1,330,328	2	PERSONNEL SERVICES			2
3	\$124,403	\$163,108	\$210,243	\$152,051	3	Wages	\$1,949,061		2
4	\$316,687	\$373,295	\$539,143	\$298,055	4	Payroll Taxes/Worker's Comp	\$256,000		3
5	\$1,678,664	\$2,032,531	\$2,530,000	\$1,780,434	5	Benefits	\$688,871		4
6	35.0	34.2	43.5		5	TOTAL PERSONNEL SERVICES	\$2,893,932	\$0	\$0
7					6	Total Full-Time Equivalent (FTE)	45.0		
8	\$9,404	\$6,402	\$10,000	\$4,538	7	MATERIALS AND SERVICES			7
9	\$33,841	\$7,863	\$17,000	\$5,000	8	Provider Services	\$10,000		8
10	\$3,025	\$1,545	\$2,000	\$1,115	9	Audit	\$17,000		9
11	\$1,711	\$1,662	\$2,000	\$1,411	10	Advertising	\$1,500		10
12	\$52,876	\$47,637	\$40,000	\$31,120	11	Bank Fees	\$2,000		11
13	\$0	\$6,400	\$11,000	\$10,530	12	Building Grounds and Maintenance	\$40,000		12
14	\$75,856	\$194,713	\$109,000	\$97,775	13	Building Lease	\$15,000		13
15	\$24,488	\$20,870	\$30,000	\$20,103	14	Computer Information Technology Services	\$135,000		14
16	-\$225	\$0	\$0	\$0	15	Conferences, Training, and Travel	\$35,000		15
17	\$2,765	\$3,151	\$5,000	\$3,806	16	Donations, Gifts, and Contributions	\$0		16
18	\$16,276	\$13,380	\$15,000	\$10,040	17	Drug and Alcohol Testing/Background Checks	\$5,000		17
19	\$10,000	\$12,000	\$12,000	\$9,000	18	Dues, Subscriptions and Fees	\$15,000		18
20	\$14,751	\$14,192	\$44,000	\$34,072	19	IGA Dues and Fees	\$12,000		19
21	\$3,020	\$2,573	\$2,700	\$1,692	20	Small Equipment/Tools	\$30,000		20
22	\$18,741	\$6,740	\$15,000	\$4,963	21	Equipment Lease	\$2,700		21
23	\$7,792	\$4,555	\$10,000	\$4,157	22	Outreach	\$30,000		22
24	\$0	\$9,623	\$0	\$0	23	Employee Recognition	\$8,000		23
25	\$175,616	\$177,918	\$332,000	\$135,503	24	Election Fees	\$8,000		24
26	\$79,169	\$53,751	\$65,000	\$27,958	25	Fuel	\$250,000		25
27	\$883	\$2,096	\$800	\$0	26	Insurance (Property, Vehicle, Liability, Cyber)	\$70,000		26
28	\$2,258	\$75,513	\$14,800	\$3,685	27	Legal Ads	\$1,000		27
29	\$0	\$17,923	\$15,000	\$5,000	28	Legal Counsel	\$8,000		28
30	\$1,120	\$3,041	\$1,500	\$1,322	29	Uninsured Loss	\$15,000		29
31	\$15,599	\$12,251	\$15,000	\$14,559	30	Meeting Expense	\$2,000		30
32	\$1,442	\$7,885	\$500	\$5,750	31	Office Supplies	\$18,000		31
33	\$4,250	\$0	\$0	\$0	32	Payroll Processing Fee	\$500		32
34	\$10,589	\$8,195	\$15,000	\$8,575	33	Pass through STF	\$0		33
35	\$43,282	\$26,337	\$54,000	\$28,601	34	Printing	\$10,000		34
36	\$123	\$2,211	\$2,500	\$532	35	Professional Services	\$54,000		35
37	\$54,419	\$43,510	\$52,000	\$38,924	36	Taxes/Licenses	\$2,500		36
38	\$5,058	\$5,063	\$8,000	\$7,220	37	Telecommunications/Internet	\$60,000		37
39	\$19,196	\$27,138	\$30,000	\$20,541	38	Uniforms	\$10,000		38
40	\$128,046	\$144,554	\$163,960	\$109,692	39	Utilities	\$35,000		39
41	\$815,371	\$960,692	\$1,094,760	\$647,184	40	Vehicle Maintenance and Repair	\$180,000		40
					41	TOTAL MATERIALS AND SERVICES	\$1,082,200	\$0	\$0

42				42	CAPITAL OUTLAY				42
43				43	1 Class B Bus (Replacement)	\$205,000			43
44				44	2 Class C Buses (Expansion)	\$400,000			44
45				45	1 Class B, 2 Class C, and 2 Class D Buses (Replacement)	\$853,000			45
46				46	Electronic Fare System (E-Fare)	\$90,000			46
47				47	HVAC	\$40,000			47
48				48	Bus Shelters/Signage	\$65,000			48
49				49	Mobility Lab	\$30,000			49
50	\$0	\$0	\$0	50	TOTAL CAPITAL OUTLAY	\$1,683,000	\$0	\$0	50
51	\$2,494,035	\$2,993,223	\$3,624,760	51	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$5,659,132	\$0	\$0	51

FORM
LB-30

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund
(name of fund)

Sunset Empire Transportation District
(name of Municipal Corporation)

1	Historical Data			Year To Date	REQUIREMENTS DESCRIPTION	Budget For Next Year 2020-2021			1	
	Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		2
	Second Preceding Year 2017-2018	First Preceding Year 2018-2019								
2	\$0	\$122,455	\$1,115,017	\$153,000	2	CAPITAL OUTLAY NOT ALLOCATED	0			2
3					3					3
4	\$0	\$122,455	\$1,115,017	\$153,000	4	TOTAL CAPITAL OUTLAY	0	0	0	4
5					5	DEBT SERVICE				5
6	\$112,317	\$110,268	\$85,968	\$92,507	6	Principal				6
7	\$14,051	\$7,767	\$1,901	\$2,070	7	Interest				7
8	\$441	\$258	\$120	\$120	8	Fees				8
9	\$126,809	\$118,293	\$86,088	\$94,697	9	TOTAL DEBT SERVICE	0	0	0	9
10					10	SPECIAL PAYMENTS				10
11					11					11
12					12					12
13	\$0	\$0	\$0	\$0	13	TOTAL SPECIAL PAYMENTS	0	0	0	13
14					14	INTERFUND TRANSFERS				14
15	\$0	\$40,455	\$50,000	\$50,000	15	To Capital Reserve Fund	50,000			15
16					16					16
17	\$88,500				17	Transfer Out				17
18					18					18
19					19					19
20	\$88,500	\$40,455	\$50,000		20	TOTAL INTERFUND TRANSFERS	50,000	0	0	20
21			\$190,000		21	OPERATING CONTINGENCY	165,000			21
22			\$0		22	RESERVED FOR FUTURE EXPENDITURE	0			22
23			\$405,936		23	UNAPPROPRIATED ENDING BALANCE	725,000			23
24	\$215,309	\$281,203	\$1,847,041		24	Total Requirements NOT ALLOCATED	940,000	0	0	24
25	\$2,709,344	\$2,993,223	\$3,624,760		25	Total Requirements for ALL Org.Units/Programs within fund	\$5,659,132			25
26	\$1,267,931				26	Ending balance (prior years)				26
27	\$3,977,275	\$3,274,426	\$5,471,801		27	TOTAL REQUIREMENTS	6,599,132	0	0	27

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Special Transportation Fund
(Fund)

Sunset Empire Transportation District
(Name of Municipal Corporation)

Historical Data				Year To Date	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2020 - 2021						
Actual		Adopted Budget Year 2019 - 2020	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2017 - 2018	First Preceding Year 2018 - 2019											
1				1	RESOURCES				1			
2	\$0	\$66,664	\$11,005	\$11,005	2	Cash on hand * (cash basis), or	\$46,862			2		
3					3	Working Capital (accrual basis)				3		
4					4	Previously levied taxes estimated to be received				4		
5					5	Interest				5		
6	\$15,708				6	Transferred IN, from other funds				6		
7	\$93,241	\$93,242	\$93,864	\$93,864	7	ODOT-STF Formula Grant	\$93,863			7		
8	\$77,788				8	ODOT-STF Discretionary Grant				8		
9					9					9		
10	\$186,737	\$159,906	\$104,869	\$104,869	10	Total Resources, except taxes to be levied	\$140,725	\$0	\$0	10		
11					11	Taxes estimated to be received				11		
12					12	Taxes collected in year levied				12		
13	\$186,737	\$159,906	\$104,869	\$104,869	13	TOTAL RESOURCES	\$140,725	\$0	\$0	13		
14					14	REQUIREMENTS **				14		
15					15	Org Unit or Prog & Activity	Object Classification	Detail			15	
16	\$68,421	\$69,205	\$27,921	\$27,921	16	STF	Transfer	Wages	\$51,725		16	
17	\$26,605	\$24,000	\$11,966	\$11,966	17	STF	Transfer	Benefits/Taxes	\$26,000		17	
18	\$28,708	\$6,402	\$3,000	\$1,605	18	STF	Transfer	Non Profit Assist/Outreach/Vet	\$13,000		18	
19	\$58,753	\$45,000	\$13,960	\$13,960	19	STF	Transfer	Route 15 & 101B Fuel/Maint.	\$20,000		19	
20	\$4,250	\$0		\$0	20	STF	Transfer	Astoria Senior Center			20	
21			\$10,000	\$2,555	21	STF	Transfer	Qstraint Training Platform (CAP)	\$0		21	
22			\$30,017	\$0	22	STF	Transfer	Mobility Lab (CAP)	\$30,000		22	
23					23						23	
24					24						24	
25					25						25	
26					26						26	
27					27						27	
28					28						28	
29	\$11,225				29	Ending balance (prior years)					29	
30			\$8,005		30	UNAPPROPRIATED ENDING FUND BALANCE			\$0		30	
31	\$197,962	\$144,607	\$104,869	\$58,007	31	TOTAL REQUIREMENTS			\$140,725	\$0	\$0	31

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

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

page _____

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Statewide Transportation Improvement Fund Formula
(Fund)

Sunset Empire Transportation District
(Name of Municipal Corporation)

Historical Data				Year To Date	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2020 - 2021						
Actual		Adopted Budget Year 2019 - 2020	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2017 - 2018	First Preceding Year 2018 - 2019											
1				1	RESOURCES			1				
2		\$0		2	Cash on hand * (cash basis), or	\$746,701		2				
3				3	Working Capital (accrual basis)			3				
4				4	Previously levied taxes estimated to be received			4				
5				5	Interest	\$5,000		5				
6				6	Transferred IN, from other funds			6				
7		\$789,000	\$886,701	7	ODOT - STIF Formula Fund Distribution	\$631,000		7				
8				8				8				
9				9				9				
10	\$0	\$0	\$789,000	\$886,701	10	Total Resources, except taxes to be levied	\$1,382,701	\$0	\$0	10		
11					11	Taxes estimated to be received				11		
12					12	Taxes collected in year levied				12		
13	\$0	\$0	\$789,000	\$886,701	13	TOTAL RESOURCES	\$1,382,701	\$0	\$0	13		
14					14	REQUIREMENTS **				14		
15					15	Org Unit or Prog & Activity	Object Classification	Detail			15	
16		\$30,750			16	STIF	Transfer	Match for 1 Class B Bus	\$30,750		16	
17		\$52,377			17	STIF	Transfer	Match for 3 Class C Buses			17	
18		\$25,000			18	STIF	Transfer	Funds for Coordinated Plan	\$25,000		18	
19		\$60,000			19	STIF	Transfer	Funds for New Shelters	\$60,000		19	
20		\$196,544	\$85,000		20	STIF	Transfer	Wages for Added Service	\$480,693		20	
21		\$105,831	\$55,000		21	STIF	Transfer	Materials and Services	\$258,835		21	
22					22	STIF	Transfer	Match for 2 Class C Buses	\$60,000		22	
23					23	STIF	Transfer	Match for 1 B, 2 C, and 2 D Buses	\$127,950		23	
24					24						24	
25					25						25	
26					26						26	
27					27						27	
28					28						28	
29					29	Ending balance (prior years)					29	
30		\$318,498			30	UNAPPROPRIATED ENDING FUND BALANCE			\$339,473		30	
31	\$0	\$0	\$789,000	\$140,000	31	TOTAL REQUIREMENTS			\$1,382,701	\$0	\$0	31

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

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

page _____

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Statewide Transportation Improvement Fund STN
(Fund)

Sunset Empire Transportation District
(Name of Municipal Corporation)

Historical Data				Year To Date	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2020 - 2021						
Actual		Adopted Budget Year 2019 - 2020	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2017 - 2018	First Preceding Year 2018 - 2019											
1				1	RESOURCES				1			
2		\$0		2	Cash on hand * (cash basis), or				2			
3		\$0		3	Working Capital (accrual basis)				3			
4				4	Previously levied taxes estimated to be received				4			
5				5	Interest				5			
6				6	Transferred IN, from other funds				6			
7		\$450,000	\$151,495	7	ODOT - STIF Statewide Transit Network Program Grant	\$436,764			7			
8				8					8			
9				9					9			
10	\$0	\$0	\$450,000	\$151,495	10	Total Resources, except taxes to be levied	\$436,764	\$0	\$0	10		
11					11	Taxes estimated to be received				11		
12					12	Taxes collected in year levied				12		
13	\$0	\$0	\$450,000	\$151,495	13	TOTAL RESOURCES	\$436,764	\$0	\$0	13		
14					14	REQUIREMENTS **				14		
15					15	Org Unit or Prog & Activity	Object Classification	Detail		15		
16		\$140,400	\$38,541	16	STIF	Transfer	Personnel Services	\$231,247		16		
17		\$75,600	\$20,753	17	STIF	Transfer	Materials and Services	\$124,517		17		
18				18						18		
19		\$153,000	\$153,000	19	STIF	Transfer	Capital 2 Motorcoaches	\$0		19		
20		\$81,000	\$0	20	STIF	Transfer	Capital E-Fare System	\$81,000		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				29	Ending balance (prior years)					29		
30				30	UNAPPROPRIATED ENDING FUND BALANCE			\$0		30		
31	\$0	\$0	\$450,000	\$212,294	31	TOTAL REQUIREMENTS			\$436,764	\$0	\$0	31

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

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

page _____

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number 2016-2 on (date) June 30, 2016 for the following specified purpose:

Building and Equipment

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2021

Capital Reserve Fund
(Fund)

Sunset Empire Transportation District
(Name of Municipal Corporation)

Historical Data				Year To Date	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2020 - 2021						
Actual		Adopted Budget Year 2019 - 2020	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2017 - 2018	First Preceding Year 2018 - 2019											
1				1	RESOURCES				1			
2	\$100,000	\$87,614	\$100,455	\$89,021	2	Cash on hand * (cash basis), or	\$133,455			2		
3					3	Working Capital (accrual basis)				3		
4					4	Previously levied taxes estimated to be received				4		
5					5	Interest				5		
6	\$88,500		\$50,000	\$50,000	6	Transferred IN, from other funds	\$50,000			6		
7	\$286,348				7	Intergovernmental Grant				7		
8					8					8		
9					9					9		
10	\$474,848	\$87,614	\$150,455	\$139,021	10	Total Resources, except taxes to be levied	\$183,455	\$0	\$0	10		
11					11	Taxes estimated to be received				11		
12					12	Taxes collected in year levied				12		
13	\$474,848	\$87,614	\$150,455	\$139,021	13	TOTAL RESOURCES	\$183,455	\$0	\$0	13		
14					14	REQUIREMENTS **				14		
15					15	Org. Unit or Prog. & Activity	Object Classification	Detail			15	
16					16						16	
17	\$58,500				17		Transfer				17	
18	\$328,734				18		Capital	Purchase Buses			18	
19			\$17,000	\$17,000	19		Transfer	STIF STN Match Motorcoaches	\$0		19	
20			\$9,000	\$0	20		Transfer	STIF STN Match E-Fare	\$9,000		20	
21			\$40,000	\$0	21		Transfer	HVAC	\$40,000		21	
22					22						22	
23					23						23	
24					24						24	
25					25						25	
26					26						26	
27					27						27	
28					28						28	
29					29	Ending balance (prior years)					29	
30			\$66,000		30	UNAPPROPRIATED ENDING FUND BALANCE			\$134,455		30	
31	\$387,234	\$0	\$132,000	\$17,000	31	TOTAL REQUIREMENTS			\$183,455	\$0	\$0	31

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

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**RESOURCES
RIDE CARE FUND**

(Fund)

Sunset Empire Transportation District

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-2021			
	Actual		Adopted Budget Year 2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-2018	First Preceding Year 2018-2019						
1	\$433,637	\$73,109		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	\$7,655	\$50		4 Interest				4
5				5 Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	\$3,692,869	\$446,500		7 Provider Services Reimbursements				7
8	\$25,078			8 Other				8
9				9				9
10				10				10
11				11				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	\$4,159,239	\$519,659	\$0	29 Total resources, except taxes to be levied	0	0	0	29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	\$4,159,239	\$519,659	\$0	32 TOTAL RESOURCES	0	0	0	32

FORM
LB-30

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
RIDECARE FUND
 (name of fund)

Sunset Empire Transportation District
 (name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2020-2021		
Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2017-2018	First Preceding Year 2018-2019					
1			1 PERSONNEL SERVICES NOT ALLOCATED			1
2			2			2
3			3			3
4	\$0	\$0	4 TOTAL PERSONNEL SERVICES	\$0	\$0	4
5			5 Total Full-Time Equivalent (FTE)			5
6			6 MATERIALS AND SERVICES NOT ALLOCATED			6
7			7			7
8			8			8
9	\$0	\$0	9 TOTAL MATERIALS AND SERVICES	\$0	\$0	9
10			10 CAPITAL OUTLAY NOT ALLOCATED			10
11			11			11
12			12			12
13	\$0	\$0	13 TOTAL CAPITAL OUTLAY	\$0	\$0	13
14			14 DEBT SERVICE			14
15	\$13,200	\$13,200	15 Debt Service Principal			15
16	\$1,796	\$725	16 Debt Service Interest			16
17	\$139	\$82	17 Loan Fees			17
18	\$15,135	\$14,007	18 TOTAL DEBT SERVICE	\$0	\$0	18
19			19 SPECIAL PAYMENTS			19
20	\$181,716		20 DMAP - Repayment Agreement			20
21			21			21
22	\$181,716	\$0	22 TOTAL SPECIAL PAYMENTS	\$0	\$0	22
23			23 INTERFUND TRANSFERS			23
24			24			24
25			25			25
26			26			26
27			27			27
28			28			28
29	\$0	\$0	29 TOTAL INTERFUND TRANSFERS	\$0	\$0	29
30			30 OPERATING CONTINGENCY			30
31			31 RESERVED FOR FUTURE EXPENDITURE			31
32			32 UNAPPROPRIATED ENDING BALANCE			32
33	\$196,851	\$14,007	33 Total Requirements NOT ALLOCATED	\$0	\$0	33
34			34 Total Requirements for ALL Org.Units/Programs within fund	\$0		34
35			35 Ending balance (prior years)			35
36	\$196,851	\$14,007	36 TOTAL REQUIREMENTS	\$0	\$0	36

TABLE 4a--DETAIL OF TAXING DISTRICT LEVIES
Tax Year 2019-2020

County: CLATSOP

1. Taxing District Code	40009975
2. Taxing District Name	Sunset Empire Transportation
3. Counties in which District lies	

4. Levy Approved Before/After 10/06/2001	PERMANENT	LOCAL OPTION	"GAP" BONDS or UR SPECIAL LEVY	BONDS	TOTAL
	Inside M5	Inside M5	Inside M5	Outside M5	
Ad Valorem Tax Levies					
5. Permanent Levy (if dollar amount)	0.00				0.00
6. Local Option Levy (if dollar amount)*		0.00			0.00
7. "GAP" Bond Levy			0.00		0.00
8. Urban Renewal Special Levy			0.00		0.00
9. Bond Levy*				0.00	0.00
10. TOTAL DOLLAR LEVY (add lines 5 thru 9)	0.00	0.00	0.00	0.00	0.00
Adjustments					
11. Amount Raised in Other Counties	0.00	0.00	0.00	0.00	0.00
12. NET DOLLAR LEVY FOR TAX RATE (line 10 minus 11)	0.00	0.00	0.00	0.00	0.00
Taxable Property Value					
13. Total Assessed Value					6,535,963,525.00
14. Add: Non-Profit Housing Value					0.00
15. Add: Fish and Wildlife Value					592,691.00
16. Subtract: Urban Renewal Excess (amt. used only)**					172,665,023.00
17. VALUE TO COMPUTE THE TAX RATE					6,363,891,193.00
Tax Computations					
18. Tax Rate (for dollar levies, line 12 divided by line 17)***	0.1620	0.0000	0.0000	0.0000	0.1620
19. Amount Tax Rate Will Raise (line 17 times line 18)	1,030,950.37	0.00	0.00	0.00	1,030,950.37
20. Truncation Loss (for dollar levies only) (line 19 - line 12)	0.00	0.00	0.00	0.00	0.00
21. Total Timber Offset Amount (County district only)	0.00				0.00
22. Timber Tax Rate (line 21 divided by line 17)	0.0000				0.00
23. Billing Rate (line 18 minus line 22)	0.1620	0.0000	0.0000	0.0000	0.1620
24. Total Extended for District (line 23 times line 17)	1,030,950.37	0.00	0.00	0.00	1,030,950.37
24a. Gain from UR Division of Tax Rate Truncation	296.88	0.00		0.00	296.88
24b. Gain (Loss) from Division of Tax from another county	0.00	0.00		0.00	0.00
24c. Net Tax for Extension (24+24a+24b)	1,031,247.25	0.00	0.00	0.00	1,031,247.25
25. Actual Tax Extended for district	1,031,246.87	0.00	0.00	0.00	1,031,246.87
26. District's Gain or Loss from Individual Extension (25-24c)	(0.38)	0.00	0.00	0.00	(0.38)
27. District's Comp. Loss(Enter as a negative number)****	(1,139.12)	0.00	0.00		(1,139.12)
28. DISTRICT TAXES IMPOSED (lines 24c + 26 + 27)	1,030,107.75	0.00	0.00	0.00	1,030,107.75
Additional Taxes/Penalties					
29. Farmland (ORS 3088A.703)					117.34
30. Forestland (ORS 308A.703)					219.84
31. Western Oregon Small Tract Option (ORS 380A.703)					0.00
32. Open Space (ORS 308.770)					0.00
33. Single Family Residence (ORS 308.685)					0.00
34. Historic Property (ORS 358.525)					0.00
35. Other _____					0.00
36. Late Filing Fee County Only (ORS 308.302)					0.00
37. Roll Correction (ORS 311.206), incl. omitted property/other roll corrections, but excl. roll corrections under ORS 311.208					181.10
38. TOTAL ADDITIONAL Taxes/Penalties (line 29 thru 37)					518.28
39. TOTAL TO BE RECEIVED (line 28 plus line 38)	1,030,107.75	0.00	0.00	518.28	1,030,626.03
40. Percentage Schedule (ORS 311.390) [Optional See Instructions]					0.01134937

* If district has multiple Local Option Levies or Bond levies, please show each levy on a separate 4a page.

** For urban renewal special levies, enter zero on this line; excess value is **not** subtracted.

*** Line 12/Line 17 computation applies ONLY to dollar levies; if district has a rate levy, enter the rate used.

**** Enter only the district or UR special levy compression loss. Urban renewal division of tax compression loss is reported on table 4e. See Instructions.

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

January
2020

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACT	ACTUAL
ACCTS	ACCOUNTS
ADA	AMERICANS WITH DISABILITIES ACT
ADS	ADVERTISEMENTS
AP	ACCOUNTS PAYABLE
APTA	AMERICAN PUBLIC TRANSPORTATION ASSOCIATION
AR	ACCOUNTS RECEIVABLE
ASC	ASTORIA SENIOR CENTER
BG	BACKGROUND
BLDGING	BUILDING
BOC	BOARD OF COMMISSIONERS
BS	BALANCE SHEET
BUS REG FEE	BUS REGISTRATION FEE
CCC	CLATSOP COMMUNITY COLLEGE
CCCHD	CLATSOP CARE CENTER HEALTH DISTRICT
CCO	COORDINATED CARE ORGANIZATION
CK	CHECK
COMP	COMPUTER
CONF	CONFERENCE
CPCCO	COLUMBIA PACIFIC COORDINATED CARE ORGANIZATION
CRS	CLATSOP REHABILITATION SERVICES
CSR	CUSTOMER SERVICE REPRESENTATIVE
CTAA	COMMUNITY TRANSPORTATION ASSOCIATION OF AMERICA
CTE	CENTER FOR TRANSPORTATION AND THE ENVIRONMENT
DAV	DISABLED AMERICAN VETERANS
DHS	DEPARTMENT OF HUMAN SERVICES
DIST	DISTRICT
DLSM	DRIVE LESS SAVE MORE
DMAP	DIVISION OF MEDICAL ASSISTANCE PROGRAM
DOJ	DEPARTMENT OF JUSTICE
DOT	DEPARTMENT OF TRANSPORTATION
EQUIP	EQUIPMENT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FTA	FEDERAL TRANSIT ADMINISTRATION
GF	GENERAL FUND
HR	HUMAN RESOURCES
IGA	INTERGOVERNMENTAL AGREEMENT
INFO	INFORMATION
INT	INTEREST
IS	INCOME STATEMENT
ISN	INTEGRATED NETWORK SYSTEM
IT	INFORMATION TECHNOLOGY

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

January
2020

LGIP	LOCAL GOVERNMENT INVESTMENT POOL
LGPI	LOCAL GOVERNMENT PERSONNEL INSTITUTE
LRCTP	LONG RANGE COMPREHENSIVE TRANSPORTATION PLAN
MAINT	MAINTENANCE
MBRC	MILES BETWEEN ROAD CALLS
MISC	MISCELLANEOUS
MM	MOBILITY MANAGEMENT
MOS	MONTH
MOU	MEMORANDUM OF UNDERSTANDING
NADTC	NATIONAL AGING AND DISABILITY TRANSPORTATION CENTER
NEMT	NON-EMERGENT MEDICAL TRANSPORTATION
NHMP	NATURAL HAZARDS MITIGATION PLAN
NRTAP	NATIONAL RURAL TRANSIT ASSISTANCE PROGRAM
NTI	NATIONAL TRANSIT INSTITUTE
NWACT	NORTHWEST AREA COMMISSION ON TRANSPORTATION
NWOTA	NORTHWEST OREGON TRANSIT ALLIANCE
ODOT	OREGON DEPARTMENT OF TRANSPORTATION
OHA	OREGON HEALTH AUTHORITY
OHP	OREGON HEALTH PLAN
OPTC	OREGON PUBLIC TRANSPORTATION CONFERENCE
OPTIS	OREGON PUBLIC TRANSIT INFORMATION SYSTEM
OPTP	OREGON PUBLIC TRANSPORTATION PLAN
OR	OREGON
OTA	OREGON TRANSIT ASSOCIATION
OTC	OREGON TRANSPORTATION COMMISSION
P&L	PROFIT AND LOSS
PARA	PARA-TRANSIT
PCA	PERSONAL CARE ATTENDANT
PTAC	PUBLIC TRANSPORTATION ADVISORY COMMITTEE
QE	QUALIFIED ENTITY
QTR	QUARTER
RAC	RULES ADVISORY COMMITTEE
RAC	RIDECARE ADVISORY COMMITTEE
RC	RIDECARE
REHAB	REHABILITATION
RFP	REQUEST FOR PROPOSALS
RFQ	REQUEST FOR QUOTES
RIBTC	RURAL AND INTERCITY BUS TRANSPORTATION CONFERENCE
RPTD	RAIL AND PUBLIC TRANSIT DIVISION
SDAO	SPECIAL DISTRICTS ASSOCIATION OF OREGON
SDIS	SPECIAL DISTRICTS INSURANCE SERVICES
SETD	SUNSET EMPIRE TRANSPORTATION DISTRICT
SETD GF	SUNSET EMPIRE TRANSPORTATION DISTRICT GENERAL FUND

SUNSET EMPIRE TRANSPORTATION DISTRICT
COMMONLY USED ACRONYM LIST

January
2020

SETD GEN	SUNSET EMPIRE TRANSPORTATION DISTRICT GENERAL FUND
SIP	SERVICE IMPROVEMENT PROGRAM
SSP/0401	ACCOUNT FROM OREGON DEPARTMENT OF HUMAN SERVICES
STF	SPECIAL TRANSPORTATION FUND
STIF	STATEWIDE TRANSPORTATION IMPROVEMENT FUND
STIP	SPECIAL TRANSPORTATION IMPROVEMENT PROGRAM
STN	STATEWIDE TRANSPORTATION NETWORK
STP	SURFACE TRANSPORTATION PROGRAM
STS	SUNSET TRANSPORTATION SERVICES (NAME CHANGE THAT DIDN'T HAPPEN)
TAC	TECHNICAL ADVISORY COMMITTEE
TAC	TRANSPORTATION ADVISORY COMMITTEE (STF/5310/STIF)
TECH	TECHNOLOGY
TGM	TRANSPORTATION GRANTS MANAGEMENT
TO	TRANSPORTATION OPTIONS
TPAC	TRANSPORTATION PLAN ADVISORY COMMITTEE
TPJCC	TONGUE POINT JOB CORPS CENTER
TRB	TRANSPORTATION RESEARCH BOARD
TSP	TRANSPORTATION SYSTEMS PLAN
YTD	YEAR TO DATE
ZEB	ZERO EMISSION BUS
ZEP	ZERO EMISSION PROPULSION
ZEBRA	ZERO EMISSION BUS RESOURCE ALLIANCE