



Sunset Empire Transportation District

BUDGET COMMITTEE MEETING

AGENDA

THURSDAY MAY 23, 2024

11:00 AM

Astoria Transit Center, 900 Marine Drive Astoria, OR

AGENDA:

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF May 2, 2023 BUDGET COMMITTEE MINUTES
5. BUDGET OFFICER REPORT
6. DISCUSSION OF FUNDS
7. PUBLIC COMMENT
8. APPROVAL OF BUDGET
9. ADJOURNMENT

ZOOM LOG IN FOR MEETING

ZOOM LOG IN FOR MEETING

<https://us02web.zoom.us/j/5148435264>

Meeting ID: 514 843 5264

Call 1-253-205-0468



Sunset Empire Transportation District

BUDGET COMMITTEE MEETING

FISCAL YEAR 2024-2025

May 2, 2023, 9:00 AM

Budget Meeting Minutes

Astoria Transit Center, 900 Marine Drive Astoria, OR

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: Present: Chair Debbie Boothe-Schmidt, Vice Chair Tracy MacDonald, Secretary/Treasurer Pamela Alegria, Commissioner Rebecca Read, Commissioner Guillermo Romero, Commissioner Paul Lewicki and Charles Withers excused.
Budget Committee Citizen Members-Tita Montero, Mary Ann Brandon, Paul Putkey, John Lansing, and Jim Aalberg and Clark Powers excused.
Staff- Executive Director Craig Johnston, Executive Assistant Mary Parker, Finance Officer Kelly Smith, Mobility Manager Jason Jones, Human Resources Manager Sue Farmer.
4. BOARD CHAIR COMMENT- (01:25)
Chair Debbie Boothe-Schmidt commented that the Board had worked very hard the last year to understand the financial reports and said that it is easy to go to a workshop and take a financial class, but SETD reports are not generic and do not look like everybody else's. Debbie said we needed training on our own reports so our board could understand them. John Dreeszen from Columbia County not only stepped in to help Kelly get where she is today, but he also spent three hours with the board, so we also knew what we were looking at. Debbie also said the Board has been able to help tailor the financial reports with Kelly so that there is more information on them, and we understand them fully. Most of the Board attended a 3-day Oregon Budget Law class put on by the Oregon Department of Revenue, attended financial training put on by ODOT has been working on updating their policies and has requested the bank to not just send the bank statements to our Financial Officer but to also send them to the Board Secretary-Treasurer so the Board can see what is in the bank accounts. Debbie said when the board asks a question at our meetings, we now get answers right then and there from Kelly. Debbie said SETD is not only a better place financially, but she feels that the board has a much better understanding and has worked hard to get where they are at now. Debbie said she is very proud of the SETD board right now.

5. ELECTION OF FY 2025 BUDGET COMMITTEE CHAIR (03:32)

Board Chair Debbie Boothe-Schmidt asked for nominations for Budget Committee Chair
Commissioner Lewicki nominated Debbie Boothe-Schmidt as Budget Chair
John Lansing seconded the motion.

Board Chair Boothe-Schmidt passed the gavel to the Board Vice Chair Tracy
MacDonald to take over so there would not be a conflict.

Vice Chair MacDonald asked if there were any further nominations?

Tita Montero stated that she believed that committees that consist of both
elected members and community members should be chaired by a
community member rather than the elected board member. Tita nominated
Paul Lewicki, however Vice Chair MacDonald said that Paul was also a
Board Member.

Vice Chair MacDonald asked for any further nominations and said seeing
no other nominations closed nominations.

Debbie Booth-Schmidt was appointed as the Fiscal Year 2025 Budget
Committee Chair.

6. APPROVAL OF JUNE 16, 2023, BUDGET COMMITTEE MEETING MINUTES (05:56)

Chair Debbie Boothe-Schmidt moved to approve the June 16, 2023, FY 2024 Budget
Committee minutes.

John Lansing seconded the motion.

Discussion: Commissioner Alegria noted a spelling errors on page 9 and Paul
Putkey said there are some comments that are attributed to him that he thought
Paul Lewicki might have made. Paul Putkey, he did not think he said what was on
the bottom of page 5 in the minutes and thought it might have been Paul Lewicki
that said it. Paul Putkey also thought that Paul Lewicki said what was on page 6
about the forensic audit, and further down on page 6 the comment “we would like
to know what is happening, but it will take time to unwind”. Mary said she will
check on the corrections.

Board Vice Chair Tracy Macdonald moved to approve the minutes as
corrected.

Commissioner Romero seconded the motion.

Budget Chair Boothe-Schmidt asked for a vote by consensus, and no one
opposed.

Motion passed unanimously.

Budget Chair Boothe-Schmidt went back to the original motion to approve
the minutes and asked for a vote by consensus, and no one opposed.

Motion passed unanimously.

7. BUDGET OFFICER PRESENTATION – (0:20:21) Budget Officer Kelly Smith read the fiscal year 2025 Budget Message she had prepared, which is an overview explaining the district’s past year’s financial status and what the Fiscal Year 2025 budget represents. Kelly said this is the district’s staff’s best estimates of resources and expenditures that were obtained using professional judgement, existing policies, budget history, and generally accepted accounting practices. Kelly explained the purpose of the Budget Message and other information included in the budget document, is to provide sufficient information to the Budget Committee, the Board of Commissioners, and citizens so that an understanding of the proposed budget for the coming fiscal year may be gained. Kelly explained that the SETD Budget Committee consists of the Board of Commissioners and an equal number of eligible residents appointed by the Commission for a total of fourteen (14) committee members. In its deliberations, the Budget Committee reviews and if necessary, revises the proposed budget. Kelly explained that the proposed budget was developed pursuant to state statute, SETD Financial Policies and District Policies and represents the district’s staff’s best estimates of resources and expenditures. Kelly explained she had been appointed as the Budget Officer by the SETD Board.

Kelly reviewed the past year’s financial crisis and the ODOT Forensic Audit. Kelly said the Forensic Audit showed no fraud but that the district had outdated policies and procedures and that the staff and Board of Commissioners needed financial training which has been accomplished. Kelly said she is thankful for the amazing staff at SETD that has stepped up and got the job done and the organization persevered in the face of this adversity and the district is in a better place with clearer direction going forward. Kelly added that ODOT also created an action plan for SETD to regain and remain eligible to receive state and federal funding and staff have completed all of the plan requirements.

Kelly reported that Paul Lewicki served as the Interim Executive Director when SETD resumed service in May 2023 and the district was operating 2 Paratransit routes and 1 “monster” 101 route which combined Routes 10, 20 & 101 into one. Craig Johnston was hired as the Executive Director in October 2023. Kelly said due to funding improvements, we then added the Pacific Connector, Routes 10, 20 individually and Route 101 individually between Astoria and Seaside and we will reinstate the Warrenton/Hammond Route 15 on May 1, 2024. Kelly reported that we also have brought back 2 Transportation Support Specialists, one Lot & Facility attendant, an Operations/Driver supervisor and 2 to 3 temporary drivers.

Kelly explained that the district is in the second half of the biennium so the budgeted amounts in the ODOT grant funding and the STIF program are what remain in the grant for this fiscal year. Kelly also reported the district has budgeted \$720,000 for four new buses through a 5399 Capital projects grant both the grant amount (\$612,000) and plan to use local funds (property tax) for our match amount (\$108,000).

Kelly reported that we have budgeted to receive a slight increase in property taxes and a decrease in timber revenue, even though the county has not given much information on what the cuts to timber revenue will be, we believe it will decrease roughly 30-35%.

Kelly said the STIF program funding is coming in and ODOT is predicting that we will exceed our plan maximum and implemented a Special Rule so that districts are able to access those funds in FY25 instead of waiting until FY26. Kelly said we plan to increase our plan maximum and utilizing \$172,000 to increase Paratransit Operations and make a \$168,000 early repayment on our OTIB Loan, which will bring our total payments on the OTIB loan to \$715,610 by the end of this next fiscal year. These additional funds will assist in saving our local funds.

Kelly said the budget includes allocating \$100,000 for capital reserves for future needs. We no longer receive STF (Special Transportation Fund) funds, and we are not utilizing the STIF Discretionary grant that we had in previous years, as we are not operating any routes outside of our district at this time.

Kelly reported that a wage study was conducted this year it was determined that our non-represented employees are overdue for wage increases. Kelly reported that just to match the CPI-U for the last three years, we have proposed a 9.4% wage increase as well as an increase in the cost of benefits and have accounted for both of those increases in personnel services.

Kelly said SETD building maintenance has been deferred for several years and we are making it a priority so there is a large increase in Building, Grounds and Maintenance costs we are currently having inspections and unsure of what the outcome will be.

Kelly said that printing and outreach has increased this year due to the lack of funding and support outreach had in the past and staff have many plans to improve communication and outreach.

Kelly said there will be an increase in funding for Vehicle maintenance as well. Our fleet is aging and requires ongoing maintenance to keep it moving and we have a great mechanic who can do most of the work, but we will also plan for issues that will take outside assistance.

Kelly commented that the Budget process last fiscal year was quite challenging for both staff and the budget committee, but we managed to put together a responsible, sound budget that we could sustain throughout the year. Kelly said the district is in a much better position this year and she is excited to go into this next year. With input from staff, this budget allows for cautious growth of the district and more importantly, sustainability. We look forward to the Budget Committee's input and approval.

8. DISCUSSION OF FUNDS- (20:05) Kelly reported that Board Chair Debbie Boothe-Schmidt requested that the Budget Committee see the actual balances in the SETD bank accounts. Kelly shared several Lewis and Clark Bank Accounts which were displayed on zoom and said this is not all of the accounts and there may be outstanding checks, but it shows that we do have accounts moving forwards. Kelly clarified that most accounts are not interest bearing but the money market account is. There was a question of balances over \$250,000 being covered by FDIC. Kelly said she would look into this more.

Kelley reviewed the 8-page FY 2025 Budget Document from the Budget Pack.

Page #1 General Fund Resources: Kelly said unlike last year when we started with nothing, we are starting with just over \$1,000,000 this year. Tita Montero asked what the amount of the reduction in Timber Revenue would be. Kelly said we have not received any information on what the cuts will be, so we are just watching our expenditure very closely and keeping costs down. Tita asked what is your sense of riders returning? Are people coming back? Craig said our ridership is at about 50% back and this is before Route 15 has started, so yes, they are coming back. Tita also asked if on the four buses, are you replacing buses or building the fleet. Craig said building the fleet. Tita asked if the added FTEs for the drivers had been added to the budget. Craig said yes. There was a question about funding to add more routes. Kelly said we are not going to be adding any new routes this upcoming fiscal year. Paul Putkey asked if all the Timber Revenue has come in yet. Kelly said there will be one more payment this year. Craig explained that ODOT determined that our STIF plan match which was 2.1 million dollars over the biennium was below their estimated funds they were going to receive. So, they implemented a

special one-time rule where they extended those maximums and receive those funds during the current biennium.

Kelly reviewed page #2 General Fund Requirements-

Tita Montero asked what the actual FTEs are year to date. Kelly said 23 FTE's. Chair Debbie-Boothe Schmidt asked if these numbers reflect the 9.2 % increase to the non-union employees. Kelly said yes, the raise will be strictly for non-union employees. There was discussion about where the funds were coming from and clarification that the raises are just for this fiscal year. Paul Putkey commented that basically all you are doing is bringing the nonunion employees up to speed for the increases the union employees have received. Executive Director Johnston said yes, and Paul Putkey said that seemed fair.

Kelley reviewed the remainder of the Budget Documents with little discussion and no changes.

Page #3 General fund Requirement- Capital Outlay

Page #4 Special Transportation Fund

Page #5 General Fund Not Allocated Requirement

Page #6 Statewide Transportation Improvement Fund (STIF)

Page #7 Statewide Transportation Improvement Fund Discretionary

Page #8 Special Transportation Fund (STF)

9. PUBLIC COMMENT- None

10. SETD Budget Committee Meeting adjourned (1:08:52)

DEBBIE BOOTHE-SCHMIDT, BUDGET CHAIR
ASSISTANT

MARY PARKER, EXECUTIVE

RESOURCES
General Fund

(Fund)

Sunset Empire Transportation District

	Historical Data			Year to Date Actuals Year 2023-2024	RESOURCE DESCRIPTION	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-2024			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
1	\$574,984	\$82,298	\$0	\$1,149,825	1 Available cash on hand* (cash basis) or	\$1,321,500			1
2					2 Net working capital (accrual basis)				2
3	\$21,401	\$18,116	\$25,000	\$20,066	3 Previously levied taxes estimated to be received	\$18,500			3
4	\$1,957	\$5,624	\$4,000	\$25,657	4 Interest	\$20,000			4
5					5 OTHER RESOURCES				5
6	\$201,732	\$205,818	\$50,000	\$56,809	6 Fares	\$65,000			6
7	\$81,288	\$52,811	\$0	\$1,135	7 IGA Contracted Services	\$2,000			7
8	\$10,242	\$10,434	\$10,500	\$7,613	8 Rentals	\$10,500			8
9	\$2,897	\$2,574	\$2,000	\$3,830	9 Commissions/Proceeds	\$3,000			9
10	\$229,136	\$291,543	\$250,000	\$179,922	10 State Timber Revenue	\$165,000			10
11	\$116,399	\$120,377	\$90,000	\$94,541	11 State Mass Transit Payroll Distribution	\$115,000			11
12	\$48,416	\$12,728	\$7,500	\$11,653	12 Other	\$2,500			12
13	\$69,223	\$163,283	\$161,594	\$4,679	13 ODOT - \$5310 Mobility Mgmt/Preventive Maint	\$161,594			13
14	\$938,413	\$1,152,772	\$775,022	\$217,009	14 ODOT - \$5311 Operations	\$775,022			14
15	\$178,154	\$244,435	\$0	\$0	15 ODOT - \$5311 Operations CARES Act Needs Based	\$0			15
16	\$620,835	\$0	\$0	\$0	16 ODOT - \$5339 Bus and Bus Facilities	\$720,000			16
17	\$99,962	\$101,334	\$0	\$0	17 ODOT - Transportation Options	\$0			17
18	\$92,932	\$92,935	\$0	\$0	18 STF Fund	\$0			18
19	\$784,288	\$346,131	\$876,192	\$1,045,926	19 STIF Formula Fund	\$1,047,017			19
20	\$191,503	\$248,495	\$0	\$0	20 STIF Discretionary/STN Fund	\$0			20
21	\$0	\$0	\$1,010,000	\$275,000	21 ODOT Loan Disbursement	\$0			21
22	\$4,263,761	\$3,151,708	\$3,261,808	\$3,093,664	22 Total resources, except taxes to be levied	\$4,426,633			22
23	\$1,105,377	\$1,128,092	\$1,000,000	\$1,174,022	23 Taxes estimated to be received	\$1,300,000			23
24					24 Taxes collected in year levied				24
25	\$5,369,139	\$4,279,801	\$4,261,808	\$4,267,686	25 TOTAL RESOURCES	\$5,726,633	\$0	\$0	25

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

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM
LB-30**

General Fund

Sunset Empire Transportation District

Historical Data				Year to Date Actuals Year 2023-2024	REQUIREMENTS DESCRIPTION	Budget For Next Year 2024-2025			
Actual		Adopted Budget This Year Year 2023-2024	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2021-2022	First Preceding Year 2022-2023								
1					1	PERSONNEL SERVICES			1
2	\$2,184,621	\$2,140,710	\$1,300,000	\$885,474	2	Salaries & Wages	\$1,975,000		2
3	\$296,352	\$298,451	\$216,720	\$104,937	3	Payroll Expenses	\$319,000		3
4	\$551,467	\$579,331	\$301,000	\$230,924	4	Employee Benefits	\$570,000		4
5	\$3,032,440	\$3,018,493	\$1,817,720	\$1,221,335	5	TOTAL PERSONNEL SERVICES	\$2,864,000		5
6	50	50	23		6	Total Full-Time Equivalent (FTE)	30		6
7					7	MATERIALS AND SERVICES			7
8	\$4,288	\$4,058	\$0	\$0	8	Provider Services	\$0		8
9	\$26,000	\$14,000	\$40,000	\$29,000	9	Audit	\$35,000		9
10	\$4,039	\$2,623	\$2,000	\$0	10	Advertising	\$2,000		10
11	\$1,951	\$2,127	\$2,000	\$833	11	Bank Fees	\$2,000		11
12	\$47,967	\$33,105	\$35,000	\$22,656	12	Building Grounds and Maintenance	\$125,000		12
13	\$13,768	\$12,510	\$2,000	\$1,422	13	Building Lease	\$1,700		13
14	\$105,342	\$115,340	\$110,000	\$74,612	14	Computer Information Technology Services	\$112,000		14
15	\$38,162	\$32,202	\$5,000	\$1,714	15	Conferences, Training, and Travel	\$30,000		15
16	\$10,501	\$7,422	\$3,000	\$5,114	16	Drug and Alcohol Testing/Background Checks	\$5,000		16
17	\$14,790	\$35,170	\$24,000	\$28,400	17	Dues and Subscriptions	\$30,000		17
18	\$12,000	\$9,000	\$12,000	\$9,000	18	IGA Dues and Fees	\$15,000		18
19	\$34,455	\$17,650	\$7,500	\$460	19	Comp/Furniture/Small tools	\$20,000		19
20	\$2,282	\$2,768	\$5,000	\$1,816	20	Equipment Lease	\$2,800		20
21	\$8,046	\$20,320	\$10,000	\$1,767	21	Outreach	\$30,000		21
22	\$8,608	\$8,348	\$5,000	\$1,659	22	Employee Recognition	\$10,000		22
23	\$0	\$8,492	\$0	\$0	23	Election Fees	\$10,000		23
24	\$327,557	\$311,330	\$100,000	\$76,736	24	Fuel	\$115,000		24
25	\$87,572	\$94,485	\$105,000	\$48,006	25	Insurance	\$126,000		25
26	\$614	\$1,773	\$1,000	\$242	26	Legal Ads	\$1,000		26
27	\$14,524	\$23,076	\$20,000	\$13,405	27	Legal Counsel	\$20,000		27
28	\$11,330	\$28,398	\$15,000	\$9,325	28	Uninsured Loss	\$20,000		28
29	\$1,265	\$1,650	\$500	\$531	29	Meeting Expense	\$2,000		29
30	\$15,261	\$13,489	\$9,000	\$5,623	30	Office Supplies	\$12,000		30
31	\$6,021	\$5,521	\$6,500	\$3,058	31	Printing	\$20,000		31
32	\$1,021	\$36,686	\$50,000	\$47,617	32	Professional Services	\$10,000		32
33	\$2,060	\$2,032	\$2,000	\$897	33	Taxes/Licenses/Fees/Interest	\$2,000		33
34	\$38,421	\$35,739	\$26,000	\$24,298	34	Telecommunications/Internet	\$30,000		34
35	\$6,551	\$9,160	\$3,500	\$892	35	Uniforms	\$5,000		35
36	\$30,956	\$33,277	\$28,000	\$23,681	36	Utilities	\$33,000		36
37	\$158,420	\$106,023	\$75,000	\$43,350	37	Vehicle Maintenance and Repair	\$104,000		37
38	\$9,383	\$8,501	\$5,000	\$237	38	Shop Supplies	\$7,500		38
39	\$1,043,155	\$1,036,275	\$709,000	\$476,351	39	TOTAL MATERIALS AND SERVICES	\$938,000		39

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
General Fund

Sunset Empire Transportation District

	Historical Data			Year to Date Actuals Year 2023-2024	REQUIREMENTS DESCRIPTION	Budget For Next Year 2024-2025			
	Actual		Adopted Budget This Year Year 2023-2024			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
40				40	CAPITAL OUTLAY				40
41		\$0	\$0	\$0	41 2X Class B Buses	\$0			41
42	\$0	\$0	\$0	\$0	42 2 x Class D Buses	\$0			42
43	\$673,502	\$0	\$0	\$0	43 2X Class A Buses Remanufactured	\$0			43
44	\$44,442	\$0	\$0	\$0	44 Bus Shelters	\$0			44
45	\$0	\$28,366	\$0	\$0	45 Sidewalks	\$0			45
46	\$0	\$0	\$0	\$0	46 New Repeater Equipment & Location	\$0			46
47	\$0	\$0	\$0	\$0	47 Post Lifts for Fleet Maintenance	\$0			47
48	\$0		\$0	\$0	48 Bus Stop Construction Hwy 101 & Ensign (match)	\$0			48
49	\$0	\$0	\$0	\$0	49 HVAC	\$0			49
50	\$33,773	\$0	\$0	\$0	50 Servers	\$0			50
51	\$0	\$0	\$0	\$0	51 4 Class D Buses	\$720,000			51
52	\$751,717	\$28,366	\$0	\$0	52 CAPITAL OUTLAY TOTAL	\$720,000	\$0	\$0	52
53	\$4,827,312	\$4,083,133	\$2,526,720	\$1,697,686	53 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$4,522,000	\$0	\$0	53

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
General Fund

Sunset Empire Transportation District

1	Historical Data			Year to Date Actuals Year 2023-2024	REQUIREMENTS DESCRIPTION	Budget For Next Year 2024-2025			1
	Actual		Adopted Budget This Year Year 2023-2024			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
2					PERSONNEL SERVICES NOT ALLOCATED				2
3									3
4	0	0	0	0	TOTAL PERSONNEL SERVICES	0	0	0	4
5					Total Full-Time Equivalent (FTE)				5
6					MATERIALS AND SERVICES NOT ALLOCATED				6
7									7
8									8
9	0	0	0	0	TOTAL MATERIALS AND SERVICES	0	0	0	9
10					CAPITAL OUTLAY NOT ALLOCATED				10
11									11
12									12
13	0	0	0	0	TOTAL CAPITAL OUTLAY	0	0	0	13
14					DEBT SERVICE				14
15	0	0	310,000	173,240	ODOT Loan	479,000			15
16									16
17	0	0	310,000	173,240	TOTAL DEBT SERVICE	479,000	0	0	17
18					SPECIAL PAYMENTS				18
19									19
20									20
21	0	0	0	0	TOTAL SPECIAL PAYMENTS	0	0	0	21
22					INTERFUND TRANSFERS				22
23				0	To Capital Reserve Fund	100,000	0	0	23
24									24
25									25
26									26
27									27
28	0	0	0	0	TOTAL INTERFUND TRANSFERS	100,000	0	0	28
29			415,088	415,088	OPERATING CONTINGENCY	500,000			29
30		0	0	0	RESERVED FOR FUTURE EXPENDITURE	125,633	0	0	30
31			0	0	UNAPPROPRIATED ENDING BALANCE	0	0	0	31
32	0	0	415,088	588,328	Total Requirements NOT ALLOCATED	1,204,633	0	0	32
33	4,827,312	4,083,133	2,526,720	1,697,686	Total Requirements for ALL Org.Units/Programs within fund	4,522,000	0	0	33
34					Ending balance (prior years)				34
35	4,827,312	4,083,133	2,941,808	2,286,014	TOTAL REQUIREMENTS	5,726,633	0	0	35

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number 2016-2 on 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: 2026

Capital Reserve Fund

Sunset Empire Transportation District

Historical Data			Adopted Budget This Year Year 2023-2024	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2024 - 2025						
Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2021-2022	First Preceding Year 2022-2023										
1			1	RESOURCES			1				
2	134455	839759	0	2	Cash on hand * (cash basis), or	0	2				
3	0	0	0	3		0	3				
4	0	0	0	4		0	4				
5	0	0	0	5		0	5				
6	839759	50000	0	6	Transferred IN, from other funds	100000	6				
7	0	0	0	7		0	7				
8	0	0	0	8		0	8				
9	0	0	0	9		0	9				
10	974214	889759	0	10	Total Resources, except taxes to be levied	100000	10				
11				11	Taxes estimated to be received		11				
12				12	Taxes collected in year levied		12				
13	974214	889759	0	13	TOTAL RESOURCES	100000	0	0	13		
14				14	REQUIREMENTS **				14		
15	0	0	0	15	Org. Unit or Prog. & Activity	Object Classification	Detail	0	15		
16	0	0	0	16	General Fund	Transfer	E-Fare Match	0	16		
17	134455	0	0	17	General Fund	Transfer	Equipment	0	17		
18	0	889759	0	18	General Fund	Transfer	Operations	0	18		
19	0	0	0	19				0	19		
20	0	0	0	20				0	20		
21				21	Ending balance (prior years)				21		
22	839759	0	0	22	UNAPPROPRIATED ENDING FUND BALANCE			100000	22		
23	974214	889759	0	23	TOTAL REQUIREMENTS			100000	0	0	23

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

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
Statewide Transportation Improvement Fund (STIF)
(Fund)**

Sunset Empire Transportation District

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2024 - 2025						
Actual		Adopted Budget This Year Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2021-2022	First Preceding Year 2022-2023									
1			1	RESOURCES			1			
2	873134	50372	2	Cash on hand * (cash basis), or	465000		2			
3	2500	0	3	Interest	0		3			
4	656787	674452	4	ODOT - STIF Formula Fund Distribution	1047017		4			
5	1532421	724824	5	Total Resources, except taxes to be levied	1512017		5			
6			6	Taxes collected in year levied			6			
7	1532421	724824	7	TOTAL RESOURCES	1512017	0	0	7		
8			8	REQUIREMENTS **				8		
9			9	Org Unit or Prog & Activity	Object Classification	Detail		9		
10	0	0	10	STIF	Transfer	District Operations	383371		10	
11	264300	188000	11	STIF	Transfer	Match	455590		11	
12	789759	0	12	STIF	Transfer	Capital Reserve	0		12	
13	0	0	13	STIF	Transfer	ODOT Loan Principle/Int	479000		13	
14	5000	5000	14	STIF	Transfer	Student Transportation	0		14	
15	15000	15000	15	STIF	Transfer	Public Engage (MKT) Plan Match	0		15	
16	0	0	16	STIF	Transfer	Coordinated Plan	0		16	
17	458362	516824	17	STIF	Transfer	Operations for Expanded Service	0		17	
18			18						18	
19			19						19	
20			20						20	
21			21						21	
22			22						22	
23			23	Ending balance (prior years)					23	
24	0	0	24	UNAPPROPRIATED ENDING FUND BALANCE			194056	0	0	24
25	1532421	724824	25	TOTAL REQUIREMENTS			1512017	0	0	25

*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.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Statewide Transportation Improvement Fund Discretionary (STIF)

Sunset Empire Transportation District

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2024 - 2025			
Actual		Adopted Budget This Year Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2021-2022	First Preceding Year 2022-2023						
1			1	RESOURCES			1
2	0	0	2	Cash on hand * (cash basis), or			2
3	552000	520000	3	ODOT - STIF Discretionary Program Grant			3
4			4				4
5			5				5
6			6				6
7			7				7
8			8				8
9			9				9
10	552000	520000	10	Total Resources, except taxes to be levied			10
11			11	Taxes estimated to be received			11
12			12	Taxes collected in year levied			12
13	552000	520000	13	TOTAL RESOURCES			0
14			14	REQUIREMENTS **			0
15			15	Org Unit or Prog & Activity	Object Classification	Detail	
16	232000	520000	16	STIF	Transfer	Operations	0
17	320000	0	17	STIF	Transfer	Capital	0
18			18				
19			19				
20			20				
21			21				
22			22				
23			23				
24			24				
25			25				
26			26				
27			27				
28			28				
29			29	Ending balance (prior years)			
30			30	UNAPPROPRIATED ENDING FUND BALANCE			
31	552000	520000	31	TOTAL REQUIREMENTS			0

*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.

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**SPECIAL FUND
RESOURCES AND REQUIREMENTS
Special Transportation Fund (STF)**

Sunset Empire Transportation District

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2024 - 2025						
Actual		Adopted Budget This Year Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2021-2022	First Preceding Year 2022-2023									
1			1	RESOURCES			1			
2	40000	0	2	Cash on hand * (cash basis), or			2			
3	92935	92932	3	ODOT - STF Formual Grant			3			
4	0	0	4	Previously levied taxes estimated to be received			4			
5	0	0	5	Interest			5			
6	0	0	6	Transferred IN, from other funds			6			
7			7				7			
8			8				8			
9			9				9			
10	132935	92932	10	Total Resources, except taxes to be levied			10			
11			11	Taxes estimated to be received			11			
12			12	Taxes collected in year levied			12			
13	132935	92932	13	TOTAL RESOURCES			13			
14			14	REQUIREMENTS **			14			
15			15	Org Unit or Prog & Activity	Object Classification	Detail		15		
16	0	0	16	STF	Transfer	Wages	0	16		
17	0	0	17	STF	Transfer	Benefits/Taxes	0	17		
18	10000	5000	18	STF	Transfer	Non Profit Assist/Outreach/Vet	0	18		
19	62898	87932	19	STF	Transfer	Operations Assistance	0	19		
20	0	0	20	STF	Transfer	Capital	0	20		
21	30037	0	21	STF	Transfer	Operations Assistance	0	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	30000	0	30	UNAPPROPRIATED ENDING FUND BALANCE			0	30		
31	102935	92932	31	TOTAL REQUIREMENTS			0	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.

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