



Agenda
Linn-Benton Loop Board Meeting
Remote Only

Date: Tuesday, February 22, 2022
Time: 3:00 – 5:00 pm
Location: Via Zoom:
<https://ocwcog.zoom.us/j/83432375508?pwd=a3RTRINhRE9mMStuSnlLMEZIVjZZQT09>
Phone: 1-253-215-8782
Meeting ID: 834 3237 5508
Passcode: 2022
Contact: Steve Dobrinich, CAMPO Transportation Planner, 541-223-7040

1. **3:00 Call to Order and Agenda Review** **Chair,
Commissioner
Pat Malone**

2. **3:05 Appoint Chair and Vice Chair for 2022 (Attachment A)** **Chair**
Action Requested: Decision on 2022 Chair and Vice Chair

3. **3:15 Agenda Review** **Chair**

4. **3:20 Public Comment** **Chair**

5. **3:25 Minutes of November 30, 2021 (Attachment B)** **Chair**
Action Requested: Approval of Meeting Minutes

6. **3:30 Progress on motions passed by Board related to finances (Attachment C)** **Hoffman**
Updates on motions related to finances passed by Board in 2021
Action Requested: Information only

7. **3:50 Budget and Ridership Reports (Attachments D, E, F, G)** **Hoffman**
 - Year to date budget (includes STIF)
 - Quarterly budget (includes STIF)
 - New table w/ 5307 and STIF info
 - Ridership*Action Requested: Information only*

8. **4:00 5307 Capital Funding** **Dobrinich/
Hoffman**
Loop TAC discussed potential projects to be funded through 5307 capital reserves (estimated \$736,590) at their February meeting. Initial ideas generated by the TAC include:
 - Albany Transit Facility (bus barn)

- *Replacement buses*
- *Bus stop improvements*
- *Other*

Action Requested: *Information and discussion*

9. 4:20 **Other Business** **All**
- Mobility Hub Update
 - Human Services-Public Transportation Coordinated Plan
 - Van Buren Bridge Project
10. 5:00 **Adjournment** **Chair**
- Next meeting May 31, 2022

ATTENDANCE (FOR QUORUM PURPOSES)

Board Member	Alternate	Jurisdiction	Attendance
Sheldon Flom		Linn Benton Community College	
Pat Malone		Corvallis Area Metropolitan Planning Organization	
Roger Nyquist		Albany Area Metropolitan Planning Organization	
Hal Brauner		At-Large Member (<i>non-voting position</i>)	

Quorum: Board business may be conducted provided a quorum of members, or their Alternates, are in attendance. A quorum consists of a majority (2) of the Board. Board members may participate telephonically or by other means of electronic communication, provided the meeting is called to order at a public noticed meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephonic or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.

- Loop Board Bylaws, Section 6: Meetings, Subsection c: Quorum

Linn-Benton Loop Board Chairmanship History

Bylaws, Section 4: Officers

- a. **Election of Officers:** The Board shall elect a Chair and Vice Chair at its first meeting. Thereafter, the Board shall elect a Chair and Vice Chair at the **first meeting of each calendar year**. In the absence of the Chair, the Vice Chair shall have the powers of the Chair.
- b. **Terms of Office:** In order to facilitate rotation of officer positions among the jurisdictions, the Chair and Vice Chair are **limited to serve two consecutive full terms** of office.
- c. **Duties:** The Chair shall preside at and be responsible for the conduct at all meetings. The Chair shall be available for consultation by staff on the development of meeting agendas and shall also serve as a liaison with committees and advisory group as the need arises.
- d. **Alternates:** In the absence of the Chair from a Board meeting, his or her Alternate may sit only as a voting member of the Committee and the Vice Chair will preside over the meeting.

	Chair	Vice-Chair
2017	Hal Brauner	Roger Nyquist
2018	Hal Brauner	Roger Nyquist
2019	Pat Malone	Roger Nyquist
2020	Pat Malone	Roger Nyquist
2021	Pat Malone	Roger Nyquist

LINN-BENTON Loop Board Meeting
Teleconference
Tuesday, November 30, 2021
3:00 – 5:00pm

MEETING MINUTES

Policy Board Members: Hal Brauner, Sheldon Flom, Commissioner Pat Malone, Commissioner Roger Nyquist

TAC Members: Barry Hoffman, Mark Volmert, Catherine Rohan, Barry Hoffman, Steve Dobrinich,

Staff: Jenny Glass, Nick Meltzer, and Katie Trebes

Guests: Mark Bernard, Ryan Vogt

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order Agenda Review (3:03 pm)	Mark Volmert requests a brief update of two motions that the policy board adopted at the last meeting. This will be addressed under agenda item 8. Other Items.	The Chair Pat Malone called the meeting to order at 3:03 pm. Update on two motions that passed the last policy board meeting under agenda item 8. Other Items.
2. Public Comments (3:04 pm)		There were no public comments.
3. Minutes of August 31, 2021 (Attachment A) (3:05 pm)	Sheldon moves to approve minutes, seconded by Hal Brauner.	Minutes approved by consensus.

<p>4. Update on Loop Expansion (3:06 pm)</p>	<p>Barry Hoffman discussed tomorrow's launch of the fully expanded service. The newly revised schedule was shown and route naming conventions were discussed including:</p> <ul style="list-style-type: none"> • the US 20 Commuter that HWY 20 in the morning and evening • the Campus Connector that runs from LBCC to OSU. It begins hourly then becomes 30 minutes throughout the peak times of late morning and late afternoon then resumes hourly service. • The newest named Heart to Hub Uniter that was named to avoid confusion with the HWY 20 Commuter route if it were named the HWY 34 Commuter, for short it will be named the Uniter. It will run early morning, through the day and night and no longer requires a connection through LBCC campus as was required in the past. Heart of the Valley (Corvallis) and Hub City (Albany). <p>Loop TAC viewed the schedule and a draft was posted for the public. They received some public comment regarding timing to OSU and missing a key connection for staff/students getting out of class at 5 pm, so the schedule was adjusted to be able to accommodate the need to serve this connection. Anticipating finding hiccups in service.</p> <p>A benefit of the new schedule is the independence of each route so that if the US 20 Commuter becomes out of schedule, the other routes will not be affected. If there's a problem on HWY 34 the Uniter, and Connector will be affected and the Commuter may be able to continue on schedule.</p>	<p>Loop expansion launches on December 1st, 2021 and online trip planners should be live also.</p>

	<p>Clarification on the route on the HWY 20 Commuter route that goes down 9th Street in Corvallis. Now going South bound instead of North bound creating just one stop on 9th street due to the direction of travel. All day is the same direction.</p> <p>Pat Malone shared that to him 'heart to hub' didn't really mean a lot, but Uniter is good. Having a color coded schedule is good. Short names are better, and being color coded you don't even have to be able to read to get on the right bus. Overall, it is exciting to see what has been talked about for a while to be leaping into action with tomorrow's launch date.</p> <p>The launch on Wednesday allowed a few days to warn riders of changes, also coincided with the first of the month.</p> <p>Barry shared one customer complaint of the change in time leaving LBCC in the mornings. The earliest route is now at 6:55 instead of 6:40 am requesting an hour earlier start. It is something to keep in mind over time and make adjustments as possible.</p> <p>Mark Volmert congratulated Barry, the TAC, and all involved. 52 months in the making amongst a partnership Linn County, Benton County, Albany, Corvallis, AAMPO, CAMPO, OSU, LBCC and ODOT. Special thanks to Ralph Reed, Bob Lowry, Hal Brauner, Roger Nyquist who have been strong supporters and people of guidance.</p> <p>Roger Nyquist thanked Mark back and is excited about the Uniter.</p> <p>Sheldon asked how long before you evaluate ridership to see if your serving the maximum level.</p>	
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	<p>Barry shared that now is a challenging time to evaluate ridership with changes due to COVID. They are consistently evaluating the use of service and value. Hourly usage by route is easily provided data to see ridership peaks and valleys. Some places like here may see a larger peak in the evening than we have prior – especially for student use who may be traveling without a car. Ultimately, what is responsible stewardship? Is it responsible to provide service with only 4 people on a bus? Maybe if the return is then 15 people versus just a few.</p> <p>Sheldon shared that the LBCC dean of student services was very excited about the new schedule and thought this schedule would be very helpful for a lot of students, especially those attending evening classes and getting students back and forth between the campuses. He thanked Barry and everyone.</p> <p>Hal thanked Mark and everyone for the kind words, and Barry for the hard work.</p> <p>Pat Malone found that Mark’s email saying some of the same thank you’s to folks who have been stalwart moving this project forward through the years. He was going to refer to that because it was a nice history lesson for those who haven’t been around for the long haul. On the evaluating ridership, maybe after March quarter having a preliminary report to evaluate how it’s going. We are committed to this system for the long haul. There may be minor tweaks to respond to customer feedback/ridership. An important message is that the service can connect people to other systems</p> <p>Barry advised that the schedule has been sent to Google and is supposed to be live on Google maps, Swiftly, and CWRide, so the</p>	
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	<p>electronic trip planning should be working tomorrow with the launch.</p> <p>(Ryan Vogt joined the meeting)</p>	
<p>5. Return to Fares for Loop service (3:29 pm)</p>	<p>Barry shared details of the discussion at the TAC regarding consideration of returning to fares. In March of 2020 Loop and ATS went fareless due to the Coronavirus Pandemic. Into 2021 they were gearing up to return to fare of \$1.50/adult and 0.75 for seniors/disabled/youth. Then with the Delta variant and that they were just starting to gain ridership, so they questioned whether this was a good time to reinstitute the fare.</p> <p>Pre-Covid the amount of fare collected in an average year was less than \$30,000. They have been able to operate without that revenue primarily due to STIF revenue. The STIF revenue covers the expansion. After a long discussion, the TAC was disinterested in restarting fares at this time.</p> <p>One concern was if we would still have partnerships with OSU and LBCC if fares were permanently removed. Sarah Bronstein and Sheldon Flom shared the partnerships will continue to support the Loop.</p> <p>Nick mentioned other discussion points included the minimal amount contributed to the overall budget was low. Reducing the fare also reduces the barriers people may have.</p> <p>Barry pointed out that the ridership may continue to increase without the individual burden on passengers. Tying the expansion into the reintroduction of fares could also reduce the increase in ridership.</p>	<p>Loop service will remain fareless at this time and be discussed in the future.</p>

	<p>Mark Volmert shared the conversations of the TAC deferring to the City Council regarding ATS return to fares and maintaining consistency among the Loop and ATS. The impact to Albany Call-A-Ride is more greatly impacted, so the TAC wanted to defer to the City Council.</p> <p>Barry advised that being consistent with ATS and the Loop makes sense especially since the buses look the same even with different headings. Call-A-Ride is impacted more greatly due to the requirements for paratransit's limit of charging double the fixed route fare, so when ATS operates fareless Call-A-Ride is required to also be fareless. He hasn't recently discussed fares with City Council, but anticipates it coming back to the Council in the Spring since it does affect the Call-A-Ride system. Barry really wanted the TAC input on the decision to reintroduce fares.</p> <p>Nick discussed the potential to receive a significant increase in funding through the new infrastructure bill, so revisiting in March may lend more information to make a decision.</p> <p>Hal shared that he would like to see it continue to be fareless but would like further review in the future.</p> <p>Commissioner Pat Malone suggests keeping it fareless for now, and if they become overwhelmed with passengers discussing it more then makes sense. Decisions should be reviewed periodically to ensure they still make sense. He also shared that considering other discussions regarding transportation issues, transit is part of the solution of increased congestion when considering adding lanes, bridges, and other solutions to increased traffic.</p>	
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	<p>Barry discussed one of the levers to reduce vehicle trips is to reduce the barrier of fare to encourage people to use transit.</p> <p>Pat Malone shared this is one of the regional transportation solutions. Promoting service is still something to keep in mind, though that not does mean the grand opening has to be the first day of service. He'd like to revisit a 'grand opening' in the better weather.</p>	
<p>6. Budget and Ridership Reports (attachment B, C, D, E, F) (3:43 pm)</p>	<p>Hoffman explained the first report is the fiscal year end of 2020/2021. This is the budget close out report. Revenue actuals, total expenses, bringing a positive balance forward into the next fiscal year.</p> <p>Next is the Linn Benton Loop STIF budget report 2020/2021 fiscal year report.</p> <p>Mark Volmert explained the STIF funding expenditure for new buses from the counties and showing it on a separate report is confusing. Placing the funds in a separate account is a requirement of ODOT. There should be some link to the first report to link attachment C and D to avoid confusion about it. There have been issues with financial reporting that need to be addressed.</p> <p>Hoffman advised Jeff Babbitt can better explain the budget.</p> <p>Sheldon Flom advised that they did not do a budget adjustment to move the revenue from Loop Budget to the STIF budget. When auditors look at it they roll it all into one big fund, so when it is all rolled together it will balance.</p> <p>Mark Volmert advised that the STIF budget should be rolled over into this attachment C budget to have a more accurate picture of all resources received through the year.</p>	<p>Discuss possibility/need for a Loop finance committee with the Loop TAC.</p>

	<p>Mark Bernard clarified bus expenditure line items.</p> <p>Hoffman explained attachment D fiscal year 2022 first quarter July-September. It provides a snapshot in where the budget is in the first quarter of the current fiscal year.</p> <p>Sheldon Flom clarified the \$566,000 charge to offset STIF and Loop operating budget.</p> <p>Barry clarified the monies available to be reimbursed from STIF to counterbalance the expenses as expected revenue. The grants are for more than the amount shown to balance. The Loop could request and receive additional funding without having to do a budget adjustment with the City. There are additional funds available, but not currently needed to balance the budget.</p> <p>Bus expenses in 2021 budget overspent from STIF funding so other monies were used including 5307 and local match.</p> <p>Mark Volmert and Barry Hoffman clarified how the money adds up for the money for the buses in 2021.</p> <p>Roger Nyquist wanted to consider whether is a finance committee is needed. Roger must leave at 4 pm. Perhaps revisit for further discussion at the TAC.</p> <p>Ridership slightly above 2020 for July, September, and August. Modest increases – free and consistently provided service. More service changes to be instituted tomorrow. Not likely to hit 2019 ridership. For context, across the country transit systems took a pretty big hit for ridership. People are just starting to come back. Saturday service was a bright spot in that even though there was</p>	
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	<p>a drop it is well utilized. Because of free ridership, the counts for LBCC and OSU students are not being counted. Historically it has been around 70% of riders are students.</p> <p>Commissioner Pat Malone stated that context is important in what ridership is region wide/nationwide etc. to see where we fit in. It may take time to adjust to the new system.</p> <p>Barry Hoffman advised that he speaks most often to Tim Bates, Corvallis Transit System, who has shared that students are back but not riding as they used to. That hints reluctance to ride transit and also the nice weather is a reason people may be walking instead of taking the bus.</p> <p>4:06 pm Commissioner Pat Malone must take leave. Nick Meltzer will take over facilitation. No longer have a quorum.</p>	
<p>7. Regional Transit Update (4:07 pm)</p>	<p>Nick Meltzer gave an update on the mobility hub project. Through a STIF discretionary grant to design mobility hubs/enhanced transit hubs at both Oregon State University and Linn Benton Community College. Working closely with OSU and LBCC, met with facilities person at LB who shared previous drawings. We've worked with Barry and Lisa to review the RFP's and are in the negotiation stage of consultant and hoping for a kick off meeting in January with 90% plan specifications by March/April 2023. We will then apply for construction grant. More updates will be provided as the project moves forward. Steph Nappa will be leading the process.</p> <p>Working with City of Albany on ATS expansion currently on hold to focus on the Loop expansion. Targeting early 2022 for the expansion.</p>	<p>The Mobility Hub Project is moving forward with a hopes of a kick off meeting in January. More updates will be provided as the project moves forward.</p> <p>AAMPO and CAMPO is exploring a feasibility study regarding bus driver training within the region.</p>

	<p>Bus driver challenges have become a regional challenge. ATS hires drivers who may have been with CTS, and continue to impact service in the three counties. One thing we are exploring within the two MPOs is a feasibility study/what a bus driver training may look like to address the mid to long term challenges. Perhaps be hosted at LBCC. More to come later on.</p> <p>Barry Hoffman wants to elaborate that he has had success filling full time benefited positions. Some former or current CTS drivers who are very well trained have come over to work for ATS/Loop. Frequently they are people who live in Albany and want to work in Albany to avoid a commute in addition to hours behind the wheel of a bus. He is trying to fill part time, temporary, non-benefited position he has great challenge. In the old days retired school bus drivers, or retired folks would be willing. With COVID those people would rather stay home.</p> <p>Nick Meltzer advised it is a regional issue, so they are looking for ways to help address the problem of a driver shortage. Barry advised it is a statewide issue.</p> <p>Mark Volmert advised there is still a quorum will Sheldon, Hal, and himself as an alternate for Commissioner Nyquist. He'd like to look at the schedule for the mobility hubs to look at the estimate of cost at the 90% level for October of 2022 if possible. Defers to Mark Bernard for his comment.</p> <p>Mark Bernard advised this is a matter of monitoring the progress of mobility hub design. If he's confident in reaching 85% design he will support the construction effort. 85% is standard to commit to construction phases as you are reasonably certain of the cost to build out. He also shared that there is a statewide effort of employing ex-convicts as bus drivers. In his discussions with</p>	
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	<p>others, the issue is often housing and people are often released into the place where they were convicted. He's saying this because if there are people supportive he is happy to get more information and report back. Also an update from FTA categorical exclusion for the restroom structure at the Albany multimodal center was blessed, so we now queued up for procurement.</p> <p>Barry Hoffman shared his thoughts on convicted felons. As a City Government there would be a lot of hurdles to overcome to get the human resources and risk management to overcome. It may be easier for MTR Western or other private for profit agencies than a city government to be able to employ ex-convicts.</p> <p>Mark Bernard – valid points. If it's of interest in the future let me know. Jeff Hazen with Sunset Empire is leading the effort, who has their own board, so not a city or county government.</p>	
<p>8. Other Business (4:18 pm)</p>	<p>No update to give regarding the previous motions. We are working with the TAC to collect information and will bring it back to the board via the TAC. Targeting February for that update.</p>	<p>The Loop TAC is working to collect information to bring back to the policy board regarding previously approved motions.</p>
<p>9. Adjournment (4:20 pm)</p>	<p>Next meeting is scheduled for February 22, 2022</p>	

MEMORANDUM

Linn Benton Loop

Date: February 15, 2022
To: Linn Benton Loop Board
From: Nick Meltzer, Transportation Programs Manager
Re: Update on 2021 Loop Board Motions

This memorandum contains an update on two motions approved by the Linn Benton Loop Board at the August 2021 meeting.

Overview

Over the course of 2021, the Linn Benton Loop Technical Advisory Committee (TAC) and Board held several discussions on 5307 funding, and the large reserves for Loop Operations that grew over time. This memo provides an update on the two motions that resulted from that discussion, in an effort to ensure fiscal stewardship and accountability in the future. The two motions are copied below.

Motion 1

Request that Albany provide a comprehensive report, including an analysis of year end financial statements, reconciling actual Linn-Benton Loop annual expenses and revenues for FY 2014 through FY 2021.

Motion 2

Request that Albany review its written fiscal policies, procedures and reporting requirements regarding the financial management of federal public transportation funds and Oregon Statewide Transportation Improvement Funds and update them as appropriate to ensure there is clear direction in the future to address, among other items, the Section 5307 fund balance issues. Copies should be provided to all Linn-Benton Loop financial partners.

Update on Motion 1

LB Loop staff, in collaboration with Albany Transit System (ATS) staff provided a historical accounting of these funds, including making all annual financial statements available. At the Feb 1 TAC meeting, the TAC met consensus in being satisfied with the materials provided. Any additional questions will be followed up with ATS staff directly.

Update on Motion 2

Albany Transit, as operator of the Loop has taken a number of steps to ensure future financial understanding by the TAC and Board, including:

- Providing year to date in addition to quarterly budgets
- Listing STIF funds separately
- Including 5307 grant amounts in an easy to understand format

In addition, ATS provided their fiscal policies, as requested. These policies are consistent with Federal Transit Administration (FTA) guidance and are reviewed every three years for compliance by the FTA. These were reviewed and deemed sufficient by the TAC. In regard to STIF drawdown policies, it was pointed out that STIF rules are written into Oregon law, and as such, there is no need for standalone STIF financial policies as doing anything different than currently prescribed would be against state law.



Next Steps

The Loop Board directed staff to work with the TAC and ensure their comfort in financial policies and procedures. As staff, we feel this was accomplished at the February 1, 2022 TAC meeting. This memo is provided to the Board for their concurrence in the matter being resolved.





01/19/2022
15:15:43

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

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FROM 2022 01 TO 2022 06

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
213 PUBLIC TRANSIT	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
<hr/>							
21340105 213 LINN-BENTON LOOP							
21340105 420045 FTA SECTION 5307	-225,000	0	-225,000	-101,835.00		-123,165.00	45.3%
21340105 428200 LBCC PARTNERSHIP	-128,100	0	-128,100	-128,100.00		.00	100.0%
21340105 428205 OSU PARTNERSHIP	-128,100	0	-128,100	-128,100.00		.00	100.0%
21340105 435000 BUS FARES	-13,000	0	-13,000	-.75		-12,999.25	.0%
21340105 435006 CHARGES FOR SERVICE: LOOP	-566,500	0	-566,500	.00		-566,500.00	.0%
21340105 480100 INTEREST	0	0	0	-244.25		244.25	.0%
21340105 499000 BEGINNING BAL: PRIOR PER A	0	0	0	-4.00		4.00	.0%
21340105 499050 BEGINNING BALANCE	-5,500	0	-5,500	-60,827.08		55,327.08	%
21340105 510010 WAGES & SALARIES	302,000	0	302,000	148,014.80		153,985.20	49.0%
21340105 520010 TEMPORARY EMPLOYEES	45,000	0	45,000	2,481.80		42,518.20	5.5%
21340105 530010 OVERTIME	20,000	0	20,000	1,865.52		18,134.48	9.3%
21340105 540050 UNEMPLOYMENT CLAIMS	0	0	0	7,866.00		-7,866.00	.0%
21340105 560001 EMPLOYER MEDICAL	156,200	0	156,200	67,364.64		88,835.36	43.1%
21340105 560005 EMPLOYER DENTAL	12,700	0	12,700	4,522.67		8,177.33	35.6%
21340105 560008 EMPLOYER VISION	4,800	0	4,800	1,856.11		2,943.89	38.7%
21340105 560010 EMPLOYER PAID BENEFITS	28,100	0	28,100	11,324.42		16,775.58	40.3%
21340105 560012 EMPLOYER PAID DEFERRED COM	2,000	0	2,000	681.01		1,318.99	34.1%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	3,200	0	3,200	1,373.68		1,826.32	42.9%
21340105 560016 EMPLOYER PAID WORKER'S COM	21,500	0	21,500	7,691.10		13,808.90	35.8%
21340105 560018 EMPLOYER PAID OREGON WBF	2,100	0	2,100	58.98		2,041.02	2.8%
21340105 560020 PERS	106,300	0	106,300	34,309.06		71,990.94	32.3%
21340105 560030 HRA VEBA	12,400	0	12,400	30,316.95		-17,916.95	244.5%
21340105 600115 INSURANCE & BONDS	5,600	0	5,600	5,591.49		8.51	99.8%
21340105 600400 CONTRACTUAL SERVICES	4,200	0	4,200	1,370.56		2,079.24	50.5%
21340105 602300 SOFTWARE LICENSE FEES	700	0	700	.00		700.00	.0%
21340105 610005 ADVERTISING & PUBLICATIONS	1,100	0	1,100	49.12		1,022.00	7.1%
21340105 610075 CREDIT CARD FEES	500	0	500	.00		500.00	.0%
21340105 610100 DUPLICATION & FAX	1,500	0	1,500	245.18		1,254.82	16.3%
21340105 610130 EDUCATION & TRAINING	800	0	800	.00		800.00	.0%
21340105 610405 MATERIALS & SUPPLIES	3,000	0	3,000	3,182.24		-2,629.74	187.7%
21340105 610420 MEETINGS & CONFERENCES	600	0	600	.00		600.00	.0%
21340105 610425 MEMBERSHIPS & DUES	1,100	0	1,100	750.00		350.00	68.2%
21340105 610545 PRINTING & BINDING	1,600	0	1,600	.00		1,600.00	.0%
21340105 610750 UNIFORMS	1,000	0	1,000	1,271.47		-549.47	154.9%
21340105 610800 VEHICLE FUEL CHARGES	92,500	0	92,500	23,163.03		69,336.97	25.0%
21340105 630000 ELECTRICITY	1,500	0	1,500	.00		1,500.00	.0%
21340105 630005 NATURAL GAS	200	0	200	23.78		139.81	30.1%
21340105 630010 TELEPHONE	3,000	0	3,000	184.24		2,815.76	6.1%



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City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

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FROM 2022 01 TO 2022 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630400 WATER SERVICE	800	0	800	535.10		264.90	66.9%
21340105 630405 SEWER SERVICE CHARGES	0	0	0	104.44		-104.44	.0%
21340105 630410 STORMWATER SERVICE CHARGES	200	0	200	66.00		134.00	33.0%
21340105 650015 MAINT: COMMUNICATION EQUIP	600	0	600	394.37		-1,298.87	316.5%
21340105 652800 SAFETY IMPROVEMENTS	0	0	0	155.34		-155.34	.0%
21340105 653600 MAINT: VEHICLE	89,300	0	89,300	22,957.15		63,346.70	29.1%
21340105 655100 MAINT: BUILDING	4,000	0	4,000	1,800.00		1,543.50	61.4%
21340105 660100 CS: BUILDING MAINTENANCE	3,800	0	3,800	1,900.02		1,899.98	50.0%
21340105 660200 CS: CENTRAL SERVICE	3,300	0	3,300	1,650.00		1,650.00	50.0%
21340105 660210 CS: FINANCE	19,900	0	19,900	9,949.98		9,950.02	50.0%
21340105 660211 CS: CITY MANAGER'S OFFICE	11,500	0	11,500	5,749.98		5,750.02	50.0%
21340105 660212 CS: MAYOR & COUNCIL	1,300	0	1,300	649.98		650.02	50.0%
21340105 660214 CS: HUMAN RESOURCES	8,800	0	8,800	4,399.98		4,400.02	50.0%
21340105 660215 CS: LABOR RELATIONS	500	0	500	250.02		249.98	50.0%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	1,400	0	1,400	700.02		699.98	50.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	27,000	0	27,000	13,500.00		13,500.00	50.0%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	0	200	19.69		180.31	9.8%
21340105 660700 CS: INFORMATION TECHNOLOGY	7,900	0	7,900	3,949.98		3,950.02	50.0%
21340105 660701 CS: PHONE SYSTEM REPLACE	100	0	100	49.98		50.02	50.0%
21340105 660800 CS: IT EQUIPMENT REPLACEMENT	500	0	500	250.02		249.98	50.0%
21340105 662500 PW: ADMINISTRATION	49,200	0	49,200	20,500.00		28,700.00	41.7%
21340105 665400 PHYSICAL EXAMS & MEDICALS	600	0	600	.00		600.00	.0%
21340105 670600 SAFETY RECOGNITION PROGRAM	100	0	100	.00		100.00	.0%
21340105 700170 FTA 5307 - SAFETY 1%	0	0	0	374.17		-374.17	.0%
TOTAL 213 LINN-BENTON LOOP	0	0	0	26,352.99		-35,051.13	.0%
21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-324,000	0	-324,000	.00		-324,000.00	.0%
21340106 428125 STIF - BENTON COUNTY	-324,000	0	-324,000	-5,075.00		-318,925.00	1.6%
21340106 499000 BEGINNING BAL: PRIOR PER A	0	0	0	-.21		.21	.0%
21340106 499050 BEGINNING BALANCE	0	0	0	-3,184.52		3,184.52	.0%
21340106 630506 CHARGES FOR SERVICE: LOOP	566,500	0	566,500	.00		566,500.00	.0%
21340106 670000 MISCELLANEOUS EXPENDITURES	0	0	0	3,184.52		-3,184.52	.0%
21340106 690000 RESERVE: OPERATING	81,500	0	81,500	.00		81,500.00	.0%
TOTAL 213 LINN-BENTON LOOP STIF	0	0	0	-5,075.21		5,075.21	.0%
TOTAL PUBLIC TRANSIT	0	0	0	21,277.78		-29,975.92	.0%
TOTAL REVENUES	-1,714,200	0	-1,714,200	-427,370.81		-1,286,829.19	
TOTAL EXPENSES	1,714,200	0	1,714,200	448,648.59		1,256,853.27	



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FROM 2022 01 TO 2022 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	21,277.78		-29,975.92	.0%



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REPORT OPTIONS

Sequence	Field #	Total	Page Break	
Sequence 1	1	Y	Y	From Yr/Per: 2022/ 1
Sequence 2	9	Y	N	To Yr/Per: 2022/ 6
Sequence 3	0	N	N	Budget Year: 2022
Sequence 4	0	N	N	Print totals only: N

Report title:

FLEXIBLE PERIOD REPORT
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Includes accounts exceeding 0% of budget.

Print Full or Short description: F

Print full GL account: N

Sort by full GL account: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: Y

Format type: 1

Double space: N

Suppress zero bal accts: Y

Amounts/totals exceed 999 million dollars: N

Roll projects to object: N

Print journal detail: N

From Yr/Per: 2021/ 1

To Yr/Per: 2021/13

Include budget entries: N

Incl encumb/liq entries: N

Sort by JE # or PO #: J

Detail format option: 1

Multiyear view: D



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FROM 2022 04 TO 2022 06

ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
213 PUBLIC TRANSIT		APPROP	ADJSTMTS	BUDGET	ACTUALS	ENCUMBRANCES	BUDGET	USED
<hr/>								
21340105	213 LINN-BENTON LOOP							
21340105	420045 FTA SECTION 5307	-225,000	0	-225,000	-60,421.00		-164,579.00	26.9%
21340105	428200 LBCC PARTNERSHIP	-128,100	0	-128,100	.00		-128,100.00	.0%
21340105	428205 OSU PARTNERSHIP	-128,100	0	-128,100	.00		-128,100.00	.0%
21340105	435000 BUS FARES	-13,000	0	-13,000	-.75		-12,999.25	.0%
21340105	435006 CHARGES FOR SERVICE: LOOP	-566,500	0	-566,500	.00		-566,500.00	.0%
21340105	480100 INTEREST	0	0	0	-96.46		96.46	.0%
21340105	499050 BEGINNING BALANCE	-5,500	0	-5,500	.00		-5,500.00	.0%
21340105	510010 WAGES & SALARIES	302,000	0	302,000	90,676.85		211,323.15	30.0%
21340105	520010 TEMPORARY EMPLOYEES	45,000	0	45,000	1,638.69		43,361.31	3.6%
21340105	530010 OVERTIME	20,000	0	20,000	883.77		19,116.23	4.4%
21340105	540050 UNEMPLOYMENT CLAIMS	0	0	0	874.00		-874.00	.0%
21340105	560001 EMPLOYER MEDICAL	156,200	0	156,200	41,057.47		115,142.53	26.3%
21340105	560005 EMPLOYER DENTAL	12,700	0	12,700	2,736.03		9,963.97	21.5%
21340105	560008 EMPLOYER VISION	4,800	0	4,800	1,127.30		3,672.70	23.5%
21340105	560010 EMPLOYER PAID BENEFITS	28,100	0	28,100	6,942.09		21,157.91	24.7%
21340105	560012 EMPLOYER PAID DEFERRED COM	2,000	0	2,000	347.59		1,652.41	17.4%
21340105	560014 EMPLOYER PAID LTD/LIFE/AD&	3,200	0	3,200	822.44		2,377.56	25.7%
21340105	560016 EMPLOYER PAID WORKER'S COM	21,500	0	21,500	4,992.51		16,507.49	23.2%
21340105	560018 EMPLOYER PAID OREGON WBF	2,100	0	2,100	36.94		2,063.06	1.8%
21340105	560020 PERS	106,300	0	106,300	19,001.52		87,298.48	17.9%
21340105	560030 HRA VEBA	12,400	0	12,400	18,320.49		-5,920.49	147.7%
21340105	600115 INSURANCE & BONDS	5,600	0	5,600	142.90		5,457.10	2.6%
21340105	600400 CONTRACTUAL SERVICES	4,200	0	4,200	671.22		3,354.57	20.1%
21340105	602300 SOFTWARE LICENSE FEES	700	0	700	.00		700.00	.0%
21340105	610005 ADVERTISING & PUBLICATIONS	1,100	0	1,100	49.12		1,050.88	4.5%
21340105	610075 CREDIT CARD FEES	500	0	500	.00		500.00	.0%
21340105	610100 DUPLICATION & FAX	1,500	0	1,500	51.45		1,448.55	3.4%
21340105	610130 EDUCATION & TRAINING	800	0	800	.00		800.00	.0%
21340105	610405 MATERIALS & SUPPLIES	3,000	0	3,000	2,612.56		1,784.94	40.5%
21340105	610420 MEETINGS & CONFERENCES	600	0	600	.00		600.00	.0%
21340105	610425 MEMBERSHIPS & DUES	1,100	0	1,100	750.00		350.00	68.2%
21340105	610545 PRINTING & BINDING	1,600	0	1,600	.00		1,600.00	.0%
21340105	610750 UNIFORMS	1,000	0	1,000	.00		722.00	27.8%
21340105	610800 VEHICLE FUEL CHARGES	92,500	0	92,500	23,163.03		73,267.55	20.8%
21340105	630000 ELECTRICITY	1,500	0	1,500	.00		1,500.00	.0%
21340105	630005 NATURAL GAS	200	0	200	7.49		192.51	3.7%
21340105	630010 TELEPHONE	3,000	0	3,000	43.99		2,956.01	1.5%
21340105	630400 WATER SERVICE	800	0	800	193.04		606.96	24.1%



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FROM 2022 04 TO 2022 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630405 SEWER SERVICE CHARGES	0	0	0	47.38		-47.38	.0%
21340105 630410 STORMWATER SERVICE CHARGES	200	0	200	26.40		173.60	13.2%
21340105 650015 MAINT: COMMUNICATION EQUIP	600	0	600	.00		600.00	.0%
21340105 652800 SAFETY IMPROVEMENTS	0	0	0	155.34		-155.34	.0%
21340105 653600 MAINT: VEHICLE	89,300	0	89,300	16,579.75		72,011.15	19.4%
21340105 655100 MAINT: BUILDING	4,000	0	4,000	900.00		2,443.50	38.9%
21340105 660100 CS: BUILDING MAINTENANCE	3,800	0	3,800	950.01		2,849.99	25.0%
21340105 660200 CS: CENTRAL SERVICE	3,300	0	3,300	825.00		2,475.00	25.0%
21340105 660210 CS: FINANCE	19,900	0	19,900	4,974.99		14,925.01	25.0%
21340105 660211 CS: CITY MANAGER'S OFFICE	11,500	0	11,500	2,874.99		8,625.01	25.0%
21340105 660212 CS: MAYOR & COUNCIL	1,300	0	1,300	324.99		975.01	25.0%
21340105 660214 CS: HUMAN RESOURCES	8,800	0	8,800	2,199.99		6,600.01	25.0%
21340105 660215 CS: LABOR RELATIONS	500	0	500	125.01		374.99	25.0%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	1,400	0	1,400	350.01		1,049.99	25.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	27,000	0	27,000	6,750.00		20,250.00	25.0%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	0	200	.00		200.00	.0%
21340105 660700 CS: INFORMATION TECHNOLOGY	7,900	0	7,900	1,974.99		5,925.01	25.0%
21340105 660701 CS: PHONE SYSTEM REPLACE	100	0	100	24.99		75.01	25.0%
21340105 660800 CS: IT EQUIPMENT REPLACEME	500	0	500	125.01		374.99	25.0%
21340105 662500 PW: ADMINISTRATION	49,200	0	49,200	8,200.00		41,000.00	16.7%
21340105 665400 PHYSICAL EXAMS & MEDICALS	600	0	600	.00		600.00	.0%
21340105 670600 SAFETY RECOGNITION PROGRAM	100	0	100	.00		100.00	.0%
TOTAL 213 LINN-BENTON LOOP	0	0	0	204,033.13		-200,522.86	.0%
21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-324,000	0	-324,000	.00		-324,000.00	.0%
21340106 428125 STIF - BENTON COUNTY	-324,000	0	-324,000	-5,075.00		-318,925.00	1.6%
21340106 630506 CHARGES FOR SERVICE: LOOP	566,500	0	566,500	.00		566,500.00	.0%
21340106 690000 RESERVE: OPERATING	81,500	0	81,500	.00		81,500.00	.0%
TOTAL 213 LINN-BENTON LOOP STIF	0	0	0	-5,075.00		5,075.00	.0%
TOTAL PUBLIC TRANSIT	0	0	0	198,958.13		-195,447.86	.0%
TOTAL REVENUES	-1,714,200	0	-1,714,200	-65,593.21		-1,648,606.79	
TOTAL EXPENSES	1,714,200	0	1,714,200	264,551.34		1,453,158.93	



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FROM 2022 04 TO 2022 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	198,958.13		-195,447.86	.0%



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REPORT OPTIONS

Sequence	Field #	Total	Page Break	
Sequence 1	1	Y	Y	From Yr/Per: 2022/ 4
Sequence 2	9	Y	N	To Yr/Per: 2022/ 6
Sequence 3	0	N	N	Budget Year: 2022
Sequence 4	0	N	N	Print totals only: N

Report title:

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Includes accounts exceeding 0% of budget.

Print Full or Short description: F

Print full GL account: N

Sort by full GL account: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Amounts/totals exceed 999 million dollars: N

Roll projects to object: N

Print journal detail: N

From Yr/Per: 2021/ 1

To Yr/Per: 2021/13

Include budget entries: N

Incl encumb/liq entries: N

Sort by JE # or PO #: J

Detail format option: 1

Multiyear view: D

**Linn-Benton Loop FTA Section 5307 Grant Funds Remaining
(Last Updated 2/1/22)**

<u>Grant Year</u>	<u>Project</u>	<u>Match Ratio</u>	<u>Remaining Project Funds</u>	<u>FTA Match Required</u>	<u>Local Match Required</u>
18-19	FTA 5307 - Operations	50:50	\$933,866	\$466,933	\$466,933
	SUBTOTAL		\$933,866	\$466,933	\$466,933
19-20	FTA 5307 - Operations	50:50	\$587,000	\$293,500	\$293,500
	FTA 5307 - Preventive Maintenance	80:20	\$60,875	\$48,700	\$12,175
	SUBTOTAL		\$647,875	\$342,200	\$305,675
20-21	FTA 5307 - Capital Project - TBD*	80:20	\$449,138	\$359,310	\$89,828
	SUBTOTAL		\$449,138	\$359,310	\$89,828
	GRAND TOTAL		\$2,030,879	\$1,168,443	\$862,436

*Funds have been awarded, but the Linn-Benton Loop has not yet obligated the funds. These funds will be obligated when the Loop has determined the projects to assign the funding too.

**Linn-Benton Loop STIF Funds Remaining
(Last Updated 2/14/22)**

Fiscal Year

Project

Remaining Project Funds

21-22

STIF - Benton County	\$675,000
Drawdown 11/10/21	(\$14,450)
Drawdown 2/8/22	(\$37,475)

SUBTOTAL \$623,075

21-22

STIF - Linn County	\$675,000
Drawdown 12/21/21	(\$5,075)
Drawdown 2/8/22	(\$28,100)

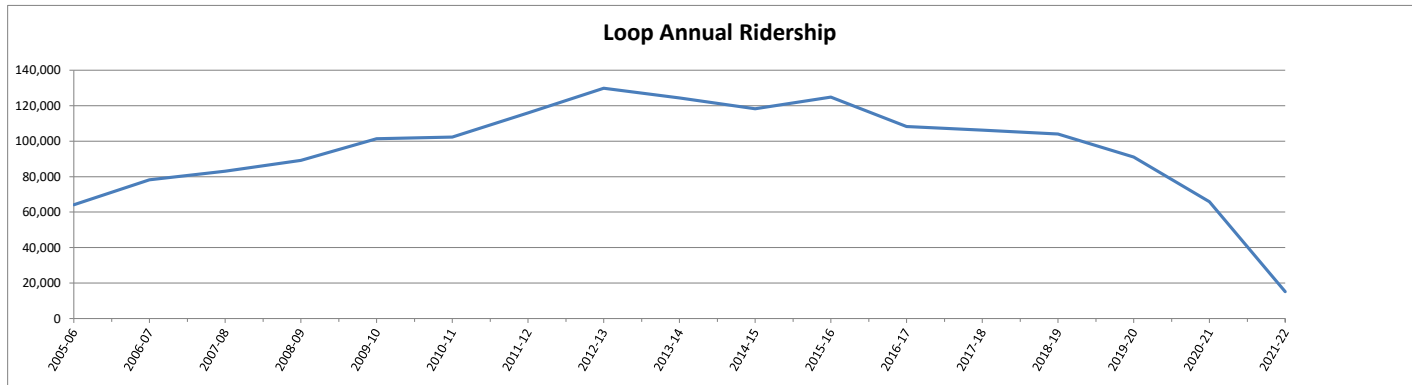
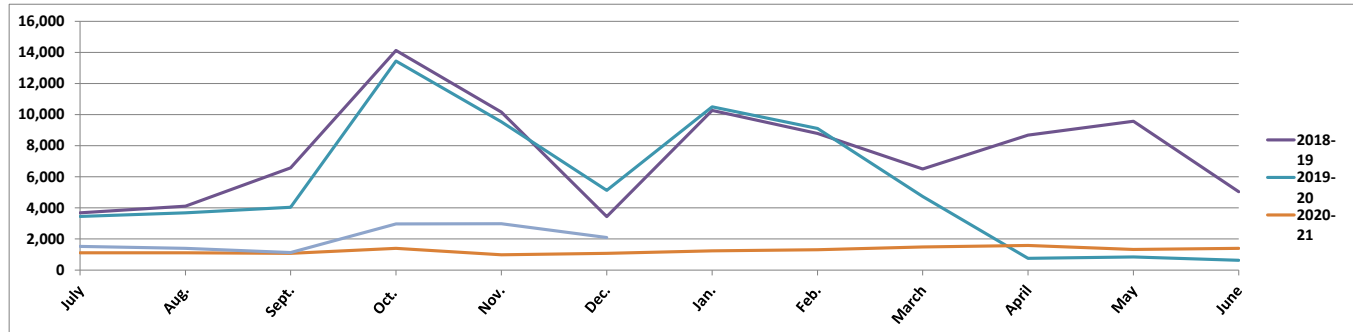
SUBTOTAL \$641,825

GRAND TOTAL \$1,264,900

MONTH	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	+/-	Ratio
July	2,794	3,260	3,237	3,319	3,692	3,975	6,391	4,709	4,781	5,911	6,036	6,045	6,106	5,512	3,606	4,223	3,690	3,450	1,121	1,522	401	26.3%
Aug.	2,859	2,249	3,143	3,663	3,912	4,140	5,245	3,599	4,261	6,502	5,977	5,331	4,798	4,562	3,430	4,174	4,122	3,680	1,121	1,405	284	20.2%
Sept.	2,425	2,812	3,526	4,240	4,920	4,992	5,614	5,125	6,442	8,303	7,293	4,621	6,751	5,228	6,314	6,418	6,570	4,034	1,085	1,130	45	4.0%
Oct.	6,973	8,460	7,934	10,139	11,093	11,539	14,446	13,013	13,527	16,046	16,490	16,516	18,648	15,384	13,712	13,861	14,128	13,447	1,398	2,966	1,568	52.9%
Nov.	4,800	5,342	6,705	8,422	8,681	8,640	9,643	10,056	11,917	13,440	12,245	12,095	11,667	11,153	11,557	10,843	10,156	9,539	986	2,984	1,998	67.0%
Dec.	3,178	3,412	3,145	3,717	3,338	3,310	5,646	5,393	5,625	5,598	4,600	6,418	7,496	5,860	4,163	3,946	3,442	5,129	1,082	2,088	1,006	48.2%
Jan.	6,021	5,895	6,530	7,684	8,204	9,075	10,557	11,888	12,667	12,462	14,039	13,599	13,391	11,979	10,439	11,241	10,276	10,500	1,245		-9,255	88.1%
Feb.	6,666	6,175	5,868	7,990	8,299	9,152	9,589	10,608	11,415	13,078	13,188	10,736	12,417	10,205	11,126	11,122	8,787	9,113	1,313		-7,800	85.6%
March	4,736	5,714	5,907	6,801	7,096	7,232	7,830	9,314	10,529	10,733	9,846	9,521	10,281	10,350	9,270	9,072	6,510	4,743	1,482		-3,261	68.8%
April	6,766	6,836	7,172	7,886	8,952	10,437	11,054	11,963	13,566	14,659	14,149	13,926	13,892	11,548	11,365	12,197	8,687	762	1,586		824	-108.1%
May	5,902	6,206	6,764	8,885	9,237	9,753	9,219	10,487	13,261	14,507	13,320	12,161	11,885	10,555	11,700	11,001	9,570	845	1,335		490	-58.0%
June	3,937	3,955	4,185	5,474	5,575	6,927	6,201	6,225	7,922	8,604	7,202	7,311	7,461	5,883	9,616	5,961	5,039	632	1,392		760	-120.3%
Sub Total*	57,057	60,316	64,116	78,220	82,999	89,172	101,435	102,380	115,913	129,843	124,385	118,280	124,793	108,219	106,298	104,059	90,977	65,874	15,146	12,095	-25,103	77.0%
Saturday	0	0	0	0	1,938	2,643	2,931	3,325	3,804	4,459	4,108	3,977	3,923	3,376	3,629	3,871	3,894	3,078	1,920	1,920	-816	37.6%
Grand Total	57,057	60,316	64,116	78,220	84,937	91,815	104,366	105,705	119,717	134,302	128,493	122,257	128,716	111,595	109,927	107,930	94,871	68,952	17,066	14,015	-25,919	75.2%

US 20 Comm/Connector/Hrt to hub/Sat Loop

Regular extended service began, Sept28



**LINN-BENTON LOOP
SATURDAY SERVICE
2021-2022**

MONTH	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	+/-	Ratio
July		93	147	160	250	356	252	262	274	195	315	291	405	296	121	182	61	33.5%
Aug.	90	245	241	227	235	339	267	400	353	325	219	262	309	349	208	178	-30	-16.9%
Sept.	185	229	227	209	294	323	494	324	317	247	259	388	259	333	179	191	12	6.3%
Oct.	212	171	239	303	349	497	321	307	436	375	407	310	332	363	200	266	-163	-81.5%
Nov.	165	217	334	388	350	366	318	444	346	282	334	308	320	466	168	203	-298	-177.4%
Dec.	199	226	184	161	180	353	407	232	244	239	333	328	239	273	147	142	-126	-85.7%
Jan.	160	175	358	356	331	354	265	309	344	314	206	289	308	269	173		-96	-55.5%
Feb.	177	235	235	264	345	369	377	227	298	251	258	343	310	298	131		-167	-127.5%
March	206	257	232	334	349	399	385	421	342	271	276	406	424	175	162		-13	-8.0%
April	176	253	242	320	472	337	294	323	295	333	362	296	335	55	120		65	54.2%
May	147	275	251	357	340	367	319	400	403	246	339	332	325	85	175		90	51.4%
June	221	267	241	246	309	399	409	328	271	298	321	405	328	116	102		-14	-13.7%
Totals	1,938	2,643	2,931	3,325	3,804	4,459	4,108	3,977	3,923	3,376	3,629	3,958	3,894	3,078	1,886		-816	-1.6%

Oct. Try Transit Week

