



Agenda
Linn-Benton Loop TAC Meeting
Remote Only

Date: Tuesday, May 16, 2023
Time: 10:00am –11:30 AM
Location: **Via Microsoft Teams by clicking [HERE](#)**
Meeting ID: 297 226 936 558
Passcode: Hge9n5
Mobile 1-Click Number
[+1 872-242-8088](#)
Phone Conference ID: 239 660 509#
Contact: Nick Meltzer, nmeltzer@ocwco.org, 541-758-1911

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| 1. 10:00 Call to Order, Introductions | Chair, Brad Dillingham |
| 2. 10:05 Public Comment | Chair |
| 3. 10:10 New Member Introduction and Orientation
<i>Welcome new members and discuss role of Linn Benton Loop TAC.</i> | Staff |
| 4. 10:20 Minutes of February 7, 2023 (Attachment A) | Chair |
| <i>Action Requested:</i> Approval of meeting minutes. | |
| 5. 10:25 FY2023-25 Budget Discussion (Attachment B)
<i>Review 2023-2025 budget by City of Albany as the operator of the Linn Benton Loop.</i> | All |
| <i>Action Requested:</i> Concur with proposed budget for Loop Board consideration. | |
| 6. 10:40 Budget Reports (Attachments C1-C4) <ul style="list-style-type: none">• <i>Quarterly budget (C1)</i>• <i>Year to date budget (C2)</i>• <i>Drawdown Reports (5307 and STIF) (C3-C4)</i> | Barry Hoffman |
| <i>Action Requested:</i> Information only. | |
| 7. 10:50 Ridership Report and Dashboard
<i>OCWCOG has developed a new data dashboard for Linn Benton Loop ridership data and will share it with the TAC for review and comment.</i> | Meltzer/Mary Bach-Jackson |
| <i>Action Requested:</i> Discussion | |

8. 11:00 Updates and Other Business

All

- Mobility Hubs
- Transit Workforce Study
- Coordinated Plans

8. 11:30 Adjournment

Chair

*Next meeting is August 1, 2023.***ATTENDENCE (FOR QUORUM PURPOSES)**

TAC Members	Jurisdiction	Attendance
Sheldon Flom	Linn Benton Community College	
Sarah Bronstein	Oregon State University	
Barry Hoffman	City of Albany	
Tim Bates	City of Corvallis	
Reagan Maudlin	Linn County	
Brad Dillingham	Benton County	
Bill McGregor	Albany Area Metropolitan Planning Organization	
Corum Ketchum	Corvallis Area Metropolitan Planning Organization	
Andrew Koll	At Large Member	
Ken Bronson	At Large Member	
Mark Bernard	Oregon Department of Transportation	

Quorum: Official action may be taken by the Linn-Benton Loop TAC when a quorum is present. A quorum shall exist when the majority of appointed voting members are present. A majority is half plus one of the members appointed. If a member is unable to participate in a meeting, that member may designate an alternate to participate in his/her place. The alternate should declare their status at the start of the meeting.

- *Loop Technical Advisory Committee Bylaws, Section 6: Meetings, Subsection f: Quorum*

LINN-BENTON Loop TAC Meeting
Teleconference
Tuesday, February 07, 2023
2:30 pm – 4:30 pm

DRAFT MINUTES

TAC Members	Representing	Attendance
Billy McGregor	AAMPO	Yes
VACANT	CAMPO	VACANT
Sheldon Flom	LBCC	No
Sarah Bronstein	OSU	Yes
Barry Hoffman	City of Albany	Yes
Tim Bates (Vice-Chair)	City of Corvallis	Yes
Brad Dillingham (Chair)	Benton County	Yes
Reagan Mauldin	Linn County	No
Jennifer Boardman	ODOT	Yes
Ken Bronson	Member At-Large	No
Andrew Koll	Member At-Large	No

Quorum: Official action may be taken by the Linn-Benton Loop TAC when a quorum is present. A quorum shall exist when the majority of appointed voting members are present. A majority is half plus one of the members appointed. If a member is unable to participate in a meeting, that member may designate an alternate to participate in his/her place. The alternate should declare their status at the start of the meeting. - *Loop Technical Advisory Committee Bylaws, Section 6: Meetings, Subsection f: Quorum*

Guests: Tiffany Plemmons, Candy Bliss, and Ted Frazier

Staff: Transportation Program Manager Nick Meltzer, Operations Supervisor Emma Chavez, CED Administrative Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order, Chair/Vice-Chair Elections and Agenda Review	<p>Chair Brad Dillingham called the meeting to order.</p> <p>Staff Nick Meltzer initiated the Chair/Vice-Chair elections while sharing the Chairmanship History for the Loop TAC.</p> <p>Meltzer asked if there was anyone opposed to Brad Dillingham continuing as chair.</p> <p>Chair Dillingham will remain as chair for the Loop TAC as decided by consensus.</p> <p>Chair Dillingham nominated Timothy Bates for Vice Chair; the group decided by consensus that Tim Bates would be the Loop TAC Vice Chair.</p>	<p>The Chair Brad Dillingham called the meeting to order at 2:31 pm.</p> <p>The Loop TAC elected Chair Brad Dillingham and Vice-Chair Timothy Bates to serve another term.</p>
2. Public Comment	There were no members of the public who wished to provide public comments.	There were no public comments.
3. New Member Introduction and Orientation	<p>Reagan Mauldin is a new member but was unable to attend today's meeting.</p> <p>Chair Dillingham noted that most TAC members have luckily had a chance to meet Mauldin beforehand.</p>	Reagan Mauldin is a new member but was unable to attend today's meeting.
4. Minutes of November 01, 2022 (Attachment A)	Barry Hoffman moved to approve the minutes from November 01, 2022, and Sarah Bronstein seconded. The motion passed unanimously.	The November 01, 2022, minutes were approved.
Action: Approval of Minutes		Barry Hoffman moved to approve, and Sarah Bronstein seconded.
5. FY2023-2025 Budget Discussion	Hoffman shared that there isn't a budget to present, but there are preliminary budget numbers for OSU, LBCC, and 5307 Provider Funds. Hoffman noted that it can be said that STIF Formula	

Action: Information Only	<p>funding can be estimated as FY24 at \$135,900 and FY25 would be \$140,000 for OSU and LBCC. For 5307, it is slightly different as Mark Volmert introduced that 5307 funds could go up at 5% per year. For FY24 5307 Funds are \$198,100 and FY25 Funds are \$208,000.</p> <p>Hoffman noted that lately there has been double digit increases in costs from 10%- 15%. Hoffman noted that there was an increase to ask for STIF funding to cover the cost increases. Hoffman added that he cannot share the expense budget with the city as it is incomplete, and would not be accurate.</p> <p>Hoffman noted that the 5307 funds were originally saved as operation funds, however part of that will need to go to capital and another part will need to go to operating funds. Hoffman noted there is about \$500,000 left in the capital funding pot.</p> <p>Hoffman noted that December of 2021 was when the new service kicked off and it has been running for over a year now. Hoffman shared that when the personnel numbers for the next two years, the costs will come in higher, as well as higher maintenance and fuel costs too.</p> <p>Tim Bates asked about local match amount, as for now we are good at maintenance and operations. Bates inquired about looking to people on the TAC for or will the local match go to STIF to get the local match.</p> <p>Hoffman noted that in every year's budget, money is put away in local match for bus replacement. Hoffman shared the match is provided by OSU and LBCC and any STIF funds can be used as match too. Barry Hoffman shared that counting OSU, LBCC, and STIF funds, are over matched which is good. \$133,400 is what is</p>
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	<p>left in the equipment replacement fund. Barry Hoffman shared match for a bus is \$180,000 to \$200,000.</p> <p>Bates asked if the next bus will not be diesel.</p> <p>Hoffman noted that a diesel bus would be frowned upon by ODOT and many others.</p> <p>Bates noted that the charging and propane are necessary to fuel the new bus.</p> <p>Hoffman noted that they will not be ready for 100% electric in the next couple of years. Hoffman noted that the next bus will be a hybrid of diesel and electric with reduced emissions.</p> <p>Hoffman noted that auxiliary charging locations are important for remote charging.</p> <p>Bates noted that it is more pertinent for the Loop as Corvallis is only at 2 out of 11 right now. However, the Loop travels for a long distance and runs all day long, whereas mid-day charging isn't available.</p> <p>Hoffman shared that the Loop Bus runs about 350 miles in a day, which might be pushing the limits on the fully electric buses.</p>	
6. Budget and Ridership Reports (Attachment B1-B4, and C)	<p>Hoffman shared that on Attachment B1, the period 04-06 is the second quarter expenses and revenues from the current fiscal year. Hoffman shared that there is revenue from 5307.</p> <p>Hoffman added those charges for services is the STIF funding that gets reimbursed. Barry Hoffman shared that \$157,000 is what a quarter costs for STIF Funding, which is spot on for what funds were requested from STIF.</p>	

	<p>Hoffman shared the revenues and expenditures reports from the quarter and half year reports. Hoffman shared those fuels expenses is \$45,820.20 which is 57% of the budgeted fuel for the year. Hoffman also pointed out the vehicle maintenance cost \$44,826.54 which is for the second year of the biennium.</p> <p>Bates asked Hoffman about the wages moving forward, and how that will affect the budget. Bates noted that the transit contract has been signed and it will run until 2026 which can bring some stability without factoring in the benefit costs.</p> <p>Hoffman shared that billing maintenance and finance are charges the Loop pays for services, that are costs that come from the city and are non-negotiable.</p> <p>Bates asked about the numbers for the next two fiscal years (2023 and 2024).</p> <p>Hoffman noted that they will be able to afford the service costs for the next few years. Hoffman added that additionally, under CS equipment replacement there is \$27,000 being put away (\$13,500 per year) for replacing vehicles with a match cost of half of what is actually the current cost right now. Barry Hoffman noted that the savings will have to double in order to keep up with increasing match costs.</p> <p>Bronstein noted that she is going to submit the numbers shared from Barry to OSU budget for approval.</p> <p>Hoffman introduced attachment B3 as 5307 grant funds that are remaining. Hoffman shared that the Loop is still drawing down from the FTA operations funds from the 2018-2019 grant year.</p>	
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	<p>Hoffman shared that some of the capital funds have been pledged to projects, and there isn't quite enough to purchase a bus either. Hoffman shared that additionally the money will go to saving up for the match. Barry Hoffman shared that the 2019-2020 operations funds have not been drawn from yet.</p> <p>Hoffman asked if the Loop TAC members are okay with keeping 3-6 months of operations funding money in savings.</p> <p>Bates asked about 21-22 funds, and if they were the federal fiscal year or the operating year and Hoffman confirmed it is the federal and grant year.</p> <p>Bates inquired about the next two years, and putting more operations money into that pot as it will be depleting shortly.</p> <p>Hoffman confirmed and noted that money should be put back into the operating funds account. Hoffman added that he feels there should be 3 to 6 months in the operating funds account to use if emergency.</p> <p>Bates noted that the Biden Infrastructure law guaranteed 5 years of operating expenses that would be paid from the federal government. Bates noted that for the next three years there is a guarantee for that money to be there.</p> <p>Hoffman noted that the Loop didn't get any CARES money, except for barriers for drivers as the buses needed the equipment that was paid for from FEMA.</p> <p>Bronstein noted that she is not used to seeing budgets have an operating reserve, so she is unsure if it is necessary. Bronstein asked if there are other examples of areas having an operating</p>	
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	<p>reserve to ensure there aren't large build ups, however there would be necessary savings set up for vehicle replacements.</p> <p>Hoffman noted that there could be an advantage to having some money saved for operating funds for things like fuel price increase when the spike like it did this past year.</p> <p>Boardman shared in the chat that most agencies try, although most are not successful due to funding, to have 3-6 months reserves on hand for operations.</p> <p>Meltzer shared that another example is the OCWCOG keeps a month of cash reserves on hand, in the event all funding stops coming in they can still pay outstanding bills.</p> <p>Hoffman noted that having a little cushion could be helpful.</p> <p>Bates noted that it is a good point that Jennifer shared. Bates shared that the reserve should be kept as 9 months ahead as the cushion.</p> <p>Hoffman noted that Tim Bates and himself can bring back a more complete budget and share the decisions on what needs to be kept as capital or operational funds.</p> <p>Hoffman shared attachment B4 as the STIF funding that shows drawdowns from the expanded operations. Hoffman added that this account will be right on target as well.</p> <p>Hoffman introduced Attachment C as the ridership reports.</p>	
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	<p>Hoffman shared that currently the ridership is close to, but still behind the 2019 ridership year. Hoffman noted that 2022-2023 will eventually rise above the mark for 2019 (pre-covid) numbers.</p> <p>Hoffman noted that it is encouraging to see the loop's progress and he is excited to see the numbers rise to above where they used to be.</p> <p>Bates noted that the loop is still at 70%.</p> <p>Bronstein asked what the buses looked like with this level of ridership.</p> <p>Hoffman noted that after COVID, it is a lot more comfortable for a passenger as the buses are not as packed as they used to be.</p>	
7. Summer Service Levels Action: Discussion	<p>Hoffman shared the summer service levels for the regional route, the US-20 commuter, and the campus connector. Hoffman noted that during planning for the loop there was talk about time of year service days. Barry Hoffman noted that the Campus Connect would only run during OSU/LBCC academic term. Hoffman asked the TAC about running the Campus Connectors on a summer schedule.</p> <p>Bates asked if the campus connector is the route that goes from LBCC to OSU.</p> <p>Bronstein noted that looking at the data is the first step, and the Connector 1 in July had under 500 and Connector 2 had 600. Bronstein shared that the service hours could be relocated to somewhere else in the system. Sara Bronstein added that it might be creating more problems than it is worth to remove the summer service as there are still some people who find the summer service valuable.</p>	

	<p>Hoffman noted that it doesn't hurt to continue the campus connectors through the summer.</p> <p>Dillingham shared that it is normal to have lower riders per hour for the rural areas. Dillingham agreed with Bronstein that it would be more work to move the service or get rid of it altogether rather than continue the service.</p> <p>Hoffman noted that the Heart to Hub uniter runs on the same corridor, which if one of the commuter buses were removed during the summer months, there would be less convenience but still there are buses available.</p> <p>Billy McGregor asked about the condensed summer schedule.</p> <p>Bronstein noted that she currently doesn't have the data, but she could attain the class hour report for the Loop.</p> <p>Hoffman noted that last summer staff asked about running the 30min shifts on the commuter buses.</p> <p>Meltzer shared that to close out Ridership, the budgets for the MPOs are getting done, and it could be explored to do a Ridership survey.</p>	
8. Updates and Other Business: <ul style="list-style-type: none"> • Mobility Hub Update 	<p>Meltzer shared that there were many successful IGAs, and staff were able to get their grants in. However, there were many mixed reviews from the counties and ACTs that there is a lot of needs and there isn't a need to justify a large capital project as everyone needs vehicles. Meltzer shared that Benton County has enough of the funds to build the mobility hub at OSU.</p> <p>Bates asked about the dates for the STIF discretionary cycle.</p>	

	<p>Meltzer passed the question to Jennifer Boardman for an answer as he was unsure.</p> <p>Jennifer Boardman noted they are in the review process currently, and there are two meetings in February to gather the scores and determine which grants will be funded. From there they will be passed to PTAC for review and after that in April OTC will decide which projects are funded, the funds will be available to those picked by July 1st.</p> <p>Meltzer noted that the City of Tangent has asked to have more direct transit stops within their city. Meltzer noted that AAMPO hired a consultant to do a time study to share with the TAC possibly at the next meeting.</p> <p>Hoffman noted that Tangent had ideas about using the Loop service as it already comes close to the city limits. Hoffman added that micro-transit could be a potential option as well.</p> <p>Hoffman shared that Albany Transit is still in the process of expansion.</p> <p>Bates noted that Corvallis Transit received two proposals for operations that will begin July 1st.</p>	
9. Adjournment	The next Loop TAC meeting is scheduled for May 02, 2023.	Meeting adjourned at 4:05 pm by Chair Brad Dillingham

Linn-Benton Loop 21340105

Fiscal Years 23-25

Budget 21-23	Object Code	Personnel	Budget 23-24	Budget 24-25	Total Biennial Budget 23-25	Difference (\$) Biennium	Difference (%) Biennium	Notes
Personnel								
\$ 617,200	510010	Wages & Salaries	\$ 476,300	\$ 476,300	\$ 952,600	\$ 335,400	54.3%	7 FTE Transit Operators, 1/3 Barry, 1/3 Kim,
90,000	520010	Temporary Employees	10,000	10,000	20,000	(70,000)	-77.8%	
40,000	530010	Overtime	20,000	20,000	40,000	-	0.0%	
- 540050		Unemployment Claims	6,000	6,000	12,000	12,000	undefined	Interdepartmental charge
335,800	560001	Employer Medical	225,900	225,900	451,800	116,000	34.5%	
27,300	560005	Employer Dental	15,200	15,200	30,400	3,100	11.4%	
10,300	560008	Employer Vision	6,000	6,100	12,100	1,800	17.5%	
57,200	560010	Employer Paid Benefits	47,500	47,500	95,000	37,800	66.1%	
4,100	560012	Employer Paid Def Comp	3,500	3,500	7,000	2,900	70.7%	
6,500	560014	Employer Paid LTD/Life	900	900	1,800	(4,700)	-72.3%	
43,800	560016	Employer Paid Workers Comp	28,000	28,100	56,100	12,300	28.1%	
6,100	560018	Employer Paid Oregon WBF	5,200	5,300	10,500	4,400	72.1%	
216,900	560020	PERS	157,100	157,200	314,300	97,400	44.9%	
- 560022		Employer Paid Oregon Family Leave	5,500	5,500	11,000	11,000	undefined	
24,800	560030	HRA Veba	16,300	16,400	32,700	7,900	31.9%	Per Jeff's numbers/10% Temp. Emp.
\$ 1,480,000	Personnel Subtotals		\$ 1,023,400	\$ 1,023,900	\$ 2,047,300	\$ 567,300	38.3%	
Materials & Supplies								
\$ 11,800	600115	Insurance & Bonds	\$ 8,500	\$ 8,500	\$ 17,000	\$ 5,200	44.1% *	
8,400	600400	Contractual Services	\$ 4,200	\$ 4,200	8,400	-	0.0%	Finance
1,400	602300	Software License Fees	1,500	1,500	3,000	1,600	114.3%	share of cartograph
2,200	610005	Advertising & Publication	1,100	1,100	2,200	-	0.0%	service change
3,000	610100	Duplication & Fax	1,500	1,500	3,000	-	0.0%	
1,000	610075	credit card fees	500	500	1,000	-	0.0%	
1,600	610130	Education & Training	1,000	1,000	2,000	400	25.0%	ET Worksheet
6,000	610405	Materials & Supplies	3,000	3,000	6,000	-	0.0% *	
1,200	610420	Meeting & Conferences	2,000	2,000	4,000	2,800	233.3%	MC Worksheet
2,200	610425	Memberships & Dues	1,100	1,100	2,200	-	0.0%	MD Worksheet
3,200	610545	Printing and Binding	1,600	1,600	3,200	-	0.0% *	
2,000	610750	Uniforms	1,000	1,000	2,000	-	0.0%	
185,000	610800	Vehicle Fuel Charges	133,300	133,300	266,600	81,600	44.1%	
3,000	630000	Electricity	1,500	1,500	3,000	-	0.0%	1/3 share based on this year
400	630005	Natural Gas	200	200	400	-	0.0%	1/3 share based on this year
6,000	630010	Telephone	3,000	3,000	6,000	-	0.0% *	
1,600	630400	Water Service	800	800	1,600	-	0.0%	1/3 share based on this year
- 630405		Sewer Service	300	400	700	700	undefined	1/3 share based on this year
400	630410	Stormwater Service Charge	200	200	400	-	0.0%	1/3 share based on this year
1,200	650015	Maint: Communications Equip	600	600	1,200	-	0.0%	
178,700	653600	Vehicle Maintenance	105,000	110,000	215,000	36,300	20.3% *	
8,000	655100	Maint:Building	4,000	4,000	8,000	-	0.0%	split with ATS; NAPR, Bus Barn
7,800	660100	CS: Building Maintenance	2,900	3,000	5,900	(1,900)	-24.4%	Finance
6,800	660200	CS: Administration	7,500	7,700	15,200	8,400	123.5%	Finance
40,800	660210	CS: Finance	23,800	23,900	47,700	6,900	16.9%	Finance
23,500	660211	CS: CMO	21,500	21,500	43,000	19,500	83.0%	Finance
2,600	660212	CS: Council	2,200	2,200	4,400	1,800	69.2%	Finance
17,500	660214	CS: HR	12,100	13,000	25,100	7,600	43.4%	Finance
1,000	660215	CS: Labor Relations	900	900	1,800	800	80.0%	Finance
2,900	660225	CS: Emergency	2,600	2,600	5,200	2,300	79.3%	Finance
54,000	660400	CS: Equipment Replacement	45,000	45,000	90,000	36,000	66.7%	Increased vehicle costs
400	660500	CS: Flexible Spending Admin Fee	-	-	-	(400)	0.0% *	
16,000	660700	CS: Information Technology Ser	9,000	9,000	18,000	2,000	12.5%	Finance
200	660701	CS: Phone Replacement	100	100	200	-	0.0%	Finance
1,000	660800	IT Equipment Replacement	500	500	1,000	-	0.0%	
100,000	662500	PW: Administration	76,500	76,600	153,100	53,100	53.1%	Jeff/Admin. Salary charges
1,200	665400	Physical Exams & Medical	600	600	1,200	-	0.0%	
200	670600	Safety Recognition Program	100	100	200	-	0.0%	
5,200	690000	Reserve: Operating	-	-	-	-	-	Establishing operational contingency
\$ 709,400	Materials Subtotal		\$ 481,200	\$ 565,000	\$ 1,046,200	\$ 336,800	47.5%	
Capital								
- 700000		Capital Equipment	-	-	-	-	0.0%	
\$ -		Capital Subtotal	\$ -	\$ -	\$ -	\$ -	0.0%	
\$ 2,189,400	Budget Totals		\$ 1,504,600	\$ 1,588,900	\$ 3,093,500	\$ 904,100		

Linn-Benton Loop 21340105

Budget 21-23	Object Code	Revenues	Budget 23-24	Budget 24-25	Total Biennial Budget 23-25	Personnel Notes
-	420035	FTA Section 5310 Grant	-	-	-	IN STIF budget
-	420035	FTA Section 5310 Grant Linn County			-	IN STIF budget
183,000	420045	FTA Section 5307 Grant (AAMPO)	156,100	164,000	320,100	Albany MPO, 50/50 match burn existing
48,000	420045	FTA Section 5307 Grant PM (AAMPO)	42,000	44,000	86,000	80/20 Match 5307
-		FTA Section 5307 Capital		-	-	
183,000	420045	FTA Section 5307 Grant (CAMPO)	156,100	164,000	320,100	Corvallis MPO 50/50 Match burn existing
48,000	420045	FTA Section 5307 Grant PM (CAMPO)	42,000	44,000	86,000	80/20 Match 5307
-		FTA Section 5307 Capital		-	-	
-	428020	Special Transit Fund: Linn Co.			-	IN STIF budget
-	428025	Special Transit Fund: Benton Co.			-	IN STIF budget
-	428120	STIF Linn County Operating			-	IN STIF budget
-	428120	STIF Linn County preservation			-	IN STIF budget
-	428125	STIF Benton County Operating			-	IN STIF budget
-	428125	STIF Benton County preservation			-	IN STIF budget
-	428130	STIF Discretionary			-	IN STIF budget
260,000	428200	LBCC Partnership	135,900	140,000	275,900	LBCC partnership and pass program
260,000	428205	OSU Partnership	135,900	140,000	275,900	OSU partnership and pass program
43,000	435000	Bus Fares			-	no fares currently
1,158,900	435006	Charges for Service: Loop - STIF	776,500	829,500	1,606,000	IN STIF budget
-	480100	Interest			-	
-	492170	From Equipment Replacement			-	replace support vehicles
5,500	499050	Beginning Balance	123,500	-	123,500	
\$2,189,400		Revenues Total	\$1,568,000	\$1,525,500	\$3,093,500	

Linn-Benton Loop STIF - 21340106

Fiscal Years 23-25

Budget 21-23	Object Code	Personnel	Budget 24	23- Budget	24-25	Total Biennial Budget 23-25	Difference (\$) Biennium	Difference (%) Biennium	Notes
Materials & Supplies									
\$ 1,158,900	630506	Charges for Service: LB Loop	\$ 776,500	\$ 829,500	\$ 1,606,000	\$ 447,100	38.6% *		
218,600	690000	Reserve: Operating				(218,600)	0.0%		
\$ 1,377,500		Materials Subtotal	\$ 776,500	\$ 829,500	\$ 1,606,000	\$ 228,500	16.6%		
Capital									
-	700000	Capital Equipment	-	-	-	\$ -	0.0%	match to STIF discretionary grant	
\$ -		Capital Subtotal	\$ -	\$ -	\$ -	\$ -	0.0%	Stif discretionary bus(moved \$900k to Loop Equip Repl)	
\$ 1,377,500		Budget Totals	\$ 776,500	\$ 829,500	\$ 1,606,000	\$ 228,500	16.6%		

Linn-Benton Loop STIF - 21340106

Fiscal Years 23-25

Budget 21-23	Object Code	Revenues	Budget 23-24	Budget 24-25	Total Biennial Budget	Difference (\$) Biennium	Notes
-	420045	FTA Section 5307	-	-	-	-	
648,000	428120	STIF: Linn Co preservation	45,000	54,000	99,000	(549,000)	
		STIF: Linn Co expanded loop	341,500	341,500	683,000	683,000	
648,000	428125	STIF: Benton Co preservation	45,000	54,000	99,000	(549,000)	
		STIF: Benton Co expanded loop	345,000	380,000	725,000	725,000	
		LC STIF Formula bus match		-	-	-	moved to Loop Equip Repl \$90k
		BC STIF Formula bus match		-	-	-	match to STIF discretionary grant moved to Loop Equip Repl \$90k
		CAPITAL bus purchase		-	-	-	STIF Discretionary grant moved to Loop Equip Repl \$720k
-	480100	Interest	-	-	-	-	
81,500	499050	Beginning Balance	-		-	(81,500)	
\$ 1,377,500		Revenues	\$ 776,500	\$ 829,500	\$ 1,606,000	\$ 228,500	

04/21/2023
06:27:08

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

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FROM 2023 07 TO 2023 09

ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
21340105 213 LINN-BENTON LOOP							
21340105 420045 FTA SECTION 5307	-237,000	0	-237,000	-112,427.00		-124,573.00	47.4%
21340105 428200 LBCC PARTNERSHIP	-131,900	0	-131,900	.00		-131,900.00	.0%
21340105 428205 OSU PARTNERSHIP	-131,900	0	-131,900	.00		-131,900.00	.0%
21340105 435000 BUS FARES	-30,000	0	-30,000	.00		-30,000.00	.0%
21340105 435006 CHARGES FOR SERVICE: LOOP	-592,400	0	-592,400	-179,618.00		-412,782.00	30.3%
21340105 499050 BEGINNING BALANCE	0	0	0	24,417.02		-24,417.02	.0%
21340105 510010 WAGES & SALARIES	315,200	0	315,200	86,906.14		228,293.86	27.6%
21340105 520010 TEMPORARY EMPLOYEES	45,000	0	45,000	3,130.36		41,869.64	7.0%
21340105 530010 OVERTIME	20,000	0	20,000	7,436.33		12,563.67	37.2%
21340105 560001 EMPLOYER MEDICAL	179,600	0	179,600	32,375.41		147,224.59	18.0%
21340105 560005 EMPLOYER DENTAL	14,600	0	14,600	2,204.32		12,395.68	15.1%
21340105 560008 EMPLOYER VISION	5,500	0	5,500	851.48		4,648.52	15.5%
21340105 560010 EMPLOYER PAID BENEFITS	29,100	0	29,100	7,332.03		21,767.97	25.2%
21340105 560012 EMPLOYER PAID DEFERRED COM	2,100	0	2,100	668.58		1,431.42	31.8%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	3,300	0	3,300	722.99		2,577.01	21.9%
21340105 560016 EMPLOYER PAID WORKER'S COM	22,300	0	22,300	5,140.98		17,159.02	23.1%
21340105 560018 EMPLOYER PAID OREGON WBF	4,000	0	4,000	37.04		3,962.96	.9%
21340105 560020 PERS	110,600	0	110,600	25,541.58		85,058.42	23.1%
21340105 560030 HRA VEBA	12,400	0	12,400	.00		12,400.00	.0%
21340105 600115 INSURANCE & BONDS	6,200	0	6,200	18.13		6,181.87	.3%
21340105 600400 CONTRACTUAL SERVICES	4,200	0	4,200	943.56		3,256.44	22.5%
21340105 602300 SOFTWARE LICENSE FEES	700	0	700	.00		700.00	.0%
21340105 610005 ADVERTISING & PUBLICATIONS	1,100	0	1,100	-900.00		2,000.00	-81.8%
21340105 610075 CREDIT CARD FEES	500	0	500	.00		500.00	.0%
21340105 610100 DUPLICATION & FAX	1,500	0	1,500	193.20		1,306.80	12.9%
21340105 610130 EDUCATION & TRAINING	800	0	800	.00		800.00	.0%
21340105 610405 MATERIALS & SUPPLIES	3,000	0	3,000	567.03		2,432.97	18.9%
21340105 610420 MEETINGS & CONFERENCES	600	0	600	.00		600.00	.0%
21340105 610425 MEMBERSHIPS & DUES	1,100	0	1,100	600.00		500.00	54.5%
21340105 610545 PRINTING & BINDING	1,600	0	1,600	.00		1,600.00	.0%
21340105 610750 UNIFORMS	1,000	0	1,000	146.92		853.08	14.7%
21340105 610800 VEHICLE FUEL CHARGES	92,500	0	92,500	32,796.87		68,998.28	25.4%
21340105 630000 ELECTRICITY	1,500	0	1,500	.00		1,500.00	.0%
21340105 630005 NATURAL GAS	200	0	200	60.91		139.09	30.5%
21340105 630010 TELEPHONE	3,000	0	3,000	92.51		2,907.49	3.1%
21340105 630400 WATER SERVICE	800	0	800	94.54		705.46	11.8%
21340105 630405 SEWER SERVICE CHARGES	0	0	0	80.94		-80.94	.0%
21340105 630410 STORMWATER SERVICE CHARGES	200	0	200	46.35		153.65	23.2%

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FROM 2023 07 TO 2023 09

ACCOUNTS FOR: 213 PUBLIC TRANSIT			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21340105 650015 MAINT: COMMUNICATION EQUIP	600	0	600	333.24				600.00	.0%
21340105 653600 MAINT: VEHICLE	89,400	0	89,400	83,242.82				15,481.56	82.7%
21340105 655100 MAINT: BUILDING	4,000	0	4,000	900.00				3,100.00	22.5%
21340105 660100 CS: BUILDING MAINTENANCE	4,000	0	4,000	1,000.11				2,999.89	25.0%
21340105 660200 CS: CENTRAL SERVICE	3,500	0	3,500	874.89				2,625.11	25.0%
21340105 660210 CS: FINANCE	20,900	0	20,900	5,224.89				15,675.11	25.0%
21340105 660211 CS: CITY MANAGER'S OFFICE	12,000	0	12,000	3,000.00				9,000.00	25.0%
21340105 660212 CS: MAYOR & COUNCIL	1,300	0	1,300	325.11				974.89	25.0%
21340105 660214 CS: HUMAN RESOURCES	8,700	0	8,700	2,175.00				6,525.00	25.0%
21340105 660215 CS: LABOR RELATIONS	500	0	500	124.89				375.11	25.0%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	1,500	0	1,500	375.00				1,125.00	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	8,100	0	8,100	2,025.00				6,075.00	25.0%
21340105 660701 CS: PHONE SYSTEM REPLACE	100	0	100	25.11				74.89	25.1%
21340105 660800 CS: IT EQUIPMENT REPLACEME	500	0	500	125.01				374.99	25.0%
21340105 662500 PW: ADMINISTRATION	50,800	0	50,800	12,700.02				38,099.98	25.0%
21340105 665400 PHYSICAL EXAMS & MEDICALS	600	0	600	360.00				240.00	60.0%
21340105 670600 SAFETY RECOGNITION PROGRAM	100	0	100	120.00				100.00	.0%
21340105 690000 RESERVE: OPERATING	5,200	0	5,200	.00				5,200.00	.0%
TOTAL 213 LINN-BENTON LOOP	0	0	0	59,141.31				-40,068.54	.0%
TOTAL PUBLIC TRANSIT	0	0	0	59,141.31				-40,068.54	.0%
TOTAL REVENUES	-1,123,200	0	-1,123,200	-267,627.98				-855,572.02	
TOTAL EXPENSES	1,123,200	0	1,123,200	326,769.29				815,503.48	

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ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-324,000	0	-324,000	-89,809.00		-234,191.00	27.7%
21340106 428125 STIF - BENTON COUNTY	-324,000	0	-324,000	-89,809.00		-234,191.00	27.7%
21340106 499050 BEGINNING BALANCE	-81,500	0	-81,500	.00		-81,500.00	.0%
21340106 630506 CHARGES FOR SERVICE: LOOP	592,400	0	592,400	179,618.00		412,782.00	30.3%
21340106 690000 RESERVE: OPERATING	137,100	0	137,100	.00		137,100.00	.0%
TOTAL 213 LINN-BENTON LOOP STIF	0	0	0	.00		.00	.0%
TOTAL PUBLIC TRANSIT	0	0	0	.00		.00	.0%
TOTAL REVENUES	-729,500	0	-729,500	-179,618.00		-549,882.00	
TOTAL EXPENSES	729,500	0	729,500	179,618.00		549,882.00	

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ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMNTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21340105 213 LINN-BENTON LOOP							
21340105 420045 FTA SECTION 5307	-237,000	163,138	-73,862	-201,283.00		127,421.00	272.5%
21340105 428200 LBCC PARTNERSHIP	-131,900	0	-131,900	-131,900.00		.00	100.0%
21340105 428205 OSU PARTNERSHIP	-131,900	0	-131,900	-131,900.00		.00	100.0%
21340105 435000 BUS FARES	-30,000	-12,966	-42,966	.00		-42,966.25	.0%
21340105 435006 CHARGES FOR SERVICE: LOOP	-592,400	-114,680	-707,080	-337,430.00		-369,650.00	47.7%
21340105 469015 MISCELLANEOUS REVENUE	0	262	262	.00		261.63	.0%
21340105 480100 INTEREST	0	468	468	-95.77		564.08	-20.5%
21340105 490500 BEGINNING BALANCE	0	0	0	-119,498.14		119,498.14	.0%
21340105 510010 WAGES & SALARIES	315,200	-32,489	282,711	249,848.98		32,862.29	88.4%
21340105 520010 TEMPORARY EMPLOYEES	45,000	39,332	84,332	6,429.15		77,902.70	7.6%
21340105 530010 OVERTIME	20,000	15,616	35,616	15,043.41		20,572.22	42.2%
21340105 540050 UNEMPLOYMENT CLAIMS	0	-7,866	-7,866	.00		-7,866.00	.0%
21340105 560001 EMPLOYER MEDICAL	179,600	8,580	188,180	96,340.13		91,839.46	51.2%
21340105 560005 EMPLOYER DENTAL	14,600	2,796	17,396	6,563.94		10,832.47	37.7%
21340105 560008 EMPLOYER VISION	5,500	764	6,264	2,544.48		3,719.68	40.6%
21340105 560010 EMPLOYER PAID BENEFITS	29,100	2,472	31,572	20,355.08		11,217.18	64.5%
21340105 560012 EMPLOYER PAID DEFERRED COM	2,100	441	2,541	1,567.40		973.85	61.7%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	3,300	229	3,529	2,025.87		1,502.67	57.4%
21340105 560016 EMPLOYER PAID WORKER'S COM	22,300	-6,859	15,441	14,199.08		1,241.96	92.0%
21340105 560018 EMPLOYER PAID OREGON WBF	4,000	1,962	5,962	101.13		5,861.17	1.7%
21340105 560020 PERS	110,600	27,077	137,677	76,623.79		61,053.20	55.7%
21340105 560030 HRA VEBA	12,400	-19,917	-7,517	14,320.67		-21,837.62	-190.5%
21340105 600115 INSURANCE & BONDS	6,200	-122	6,078	6,298.20		.00	219.87
21340105 600400 CONTRACTUAL SERVICES	4,200	908	5,108	1,805.62		2,726.68	46.6%
21340105 602300 SOFTWARE LICENSE FEES	700	700	1,400	.00		1,400.00	.0%
21340105 610005 ADVERTISING & PUBLICATIONS	1,100	741	1,841	.00		1,812.38	1.6%
21340105 610075 CREDIT CARD FEES	500	500	1,000	.00		1,000.00	.0%
21340105 610100 DUPLICATION & FAX	1,500	642	2,142	429.28		1,712.23	20.0%
21340105 610130 EDUCATION & TRAINING	800	-305	495	525.00		.00	30.00
21340105 610405 MATERIALS & SUPPLIES	3,000	-3,203	-203	2,074.15		-4,819.19	*****%
21340105 610420 MEETINGS & CONFERENCES	600	600	1,200	.00		1,200.00	.0%
21340105 610425 MEMBERSHIPS & DUES	1,100	350	1,450	600.00		850.00	41.4%
21340105 610545 PRINTING & BINDING	1,600	1,600	3,200	.00		3,200.00	.0%
21340105 610750 UNIFORMS	1,000	-803	197	307.92		-319.54	262.3%
21340105 610800 VEHICLE FUEL CHARGES	92,500	3,415	95,915	78,617.07		17,297.65	82.0%
21340105 630000 ELECTRICITY	1,500	1,500	3,000	.00		3,000.00	.0%
21340105 630005 NATURAL GAS	200	-6	194	154.32		.00	3.66
21340105 630010 TELEPHONE	3,000	2,108	5,108	559.66		4,548.44	11.0%

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FROM 2023 01 TO 2023 09

ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT								
21340105 630400 WATER SERVICE	800	62	862	759.51			102.74	88.1%
21340105 630405 SEWER SERVICE CHARGES	0	-270	-270	242.34			-512.68	-89.6%
21340105 630410 STORMWATER SERVICE CHARGES	200	35	235	139.05			95.80	59.2%
21340105 650015 MAINT: COMMUNICATION EQUIP	600	-1,930	-1,330	333.24			-3,167.40	-138.2%
21340105 652800 SAFETY IMPROVEMENTS	0	-338	-338	.00			-338.34	.0%
21340105 653600 MAINT: VEHICLE	89,400	-10,227	79,173	128,296.58			-52,524.07	166.3%
21340105 655100 MAINT: BUILDING	4,000	-257	3,744	2,700.00			387.00	89.7%
21340105 660100 CS: BUILDING MAINTENANCE	4,000	0	4,000	3,000.17			999.83	75.0%
21340105 660200 CS: CENTRAL SERVICE	3,500	0	3,500	2,624.83			875.17	75.0%
21340105 660210 CS: FINANCE	20,900	0	20,900	15,674.83			5,225.17	75.0%
21340105 660211 CS: CITY MANAGER'S OFFICE	12,000	0	12,000	9,000.00			3,000.00	75.0%
21340105 660212 CS: MAYOR & COUNCIL	1,300	0	1,300	975.17			324.83	75.0%
21340105 660214 CS: HUMAN RESOURCES	8,700	0	8,700	6,525.00			2,175.00	75.0%
21340105 660215 CS: LABOR RELATIONS	500	0	500	374.83			125.17	75.0%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	1,500	0	1,500	1,125.00			375.00	75.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	27,000	0	27,000	20,250.00			6,750.00	75.0%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	180	380	.00			380.31	.0%
21340105 660700 CS: INFORMATION TECHNOLOGY	8,100	0	8,100	6,075.00			2,025.00	75.0%
21340105 660701 CS: PHONE SYSTEM REPLACE	100	0	100	75.17			24.83	75.2%
21340105 660800 CS: IT EQUIPMENT REPLACEME	500	0	500	375.03			124.97	75.0%
21340105 662500 PW: ADMINISTRATION	50,800	0	50,800	38,100.06			12,699.94	75.0%
21340105 665400 PHYSICAL EXAMS & MEDICALS	600	200	800	635.00			165.00	79.4%
21340105 670600 SAFETY RECOGNITION PROGRAM	100	100	200	120.00			80.00	60.0%
21340105 690000 RESERVE: OPERATING	5,200	0	5,200	.00			5,200.00	.0%
21340105 700170 FTA 5307 - SAFETY 1%	0	-374	-374	.00			-374.17	.0%
TOTAL 213 LINN-BENTON LOOP	0	64,167	64,167	-87,371.77			142,585.37	%
TOTAL PUBLIC TRANSIT	0	64,167	64,167	-87,371.77			142,585.37	%
TOTAL REVENUES	-1,123,200	36,222	-1,086,978	-922,106.91			-164,871.40	
TOTAL EXPENSES	1,123,200	27,945	1,151,145	834,735.14			307,456.77	

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ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-324,000	-98,090	-422,090	-168,715.00		-253,375.00	40.0%
21340106 428125 STIF - BENTON COUNTY	-324,000	-98,090	-422,090	-168,715.00		-253,375.00	40.0%
21340106 499050 BEGINNING BALANCE	-81,500	0	-81,500	-.21		-81,499.79	.0%
21340106 630506 CHARGES FOR SERVICE: LOOP	592,400	114,680	707,080	337,430.00		369,650.00	47.7%
21340106 670000 MISCELLANEOUS EXPENDITURES	0	-3,185	-3,185	.00		-3,184.52	.0%
21340106 690000 RESERVE: OPERATING	137,100	0	137,100	.00		137,100.00	.0%
TOTAL 213 LINN-BENTON LOOP STIF	0	-84,685	-84,685	-.21		-84,684.31	%
TOTAL PUBLIC TRANSIT	0	-84,685	-84,685	-.21		-84,684.31	%
TOTAL REVENUES	-729,500	-196,180	-925,680	-337,430.21		-588,249.79	
TOTAL EXPENSES	729,500	111,495	840,995	337,430.00		503,565.48	

Linn-Benton Loop FTA Section 5307 Grant Funds Remaining
(Last Updated 4/27/23)

<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 as of 2/1/22
	Drawdown - 2/2/22		766,308	(83,779)	(83,779)
	Drawdown - 3/23/22		614,484	(75,912)	(75,912)
	Drawdown - 5/20/22		555,044	(29,720)	(29,720)
	Drawdown - 7/7/22		491,692	(31,676)	(31,676)
	Drawdown - 7/26/22		361,858	(64,917)	(64,917)
	Drawdown - 10/20/22		184,146	(88,856)	(88,856)
	Drawdown - 1/30/23		-	(92,073)	(92,073)
	SUBTOTAL		-	-	-
19-20	FTA 5307 - Operations	50:50	587,000	293,500	293,500 as of 2/1/22
	Drawdown - 4/27/23		411,606	(87,697)	(87,697)
	FTA 5307 - Preventive Maintenance	80:20	60,875	48,700	12,175 as of 2/1/22
	Drawdown - 1/30/23		35,432	(20,354)	(5,089)
	Drawdown - 4/27/23		470	(27,970)	(6,992)
	SUBTOTAL		412,076	206,179	205,897
20-21	FTA 5307 - Capital Project - TBD*	80:20	449,138	359,310	89,828 as of 2/1/22
	SUBTOTAL		449,138	359,310	89,828
21-22	FTA 5307 - Capital Project - TBD*	80:20	471,600	377,280	94,320 as of 7/1/22
	SUBTOTAL		471,600	377,280	94,320
	GRAND TOTAL		1,332,814	942,769	390,045

*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 4/27/23)

<u>Fiscal Year</u>	<u>Project</u>	<u>Remaining Project Funds</u>
21-22/22-23	STIF - Benton County	\$675,000
	Drawdown 11/10/21	(\$14,450)
	Drawdown 2/8/22	(\$37,475)
	Drawdown 4/25/22	(\$90,105)
	Drawdown 7/26/22	(\$83,880)
	Drawdown 10/24/22	(\$78,906)
	Drawdown 1/27/23	(\$89,809)
	Drawdown 4/26/23	(\$102,144)
	SUBTOTAL	\$178,231
21-22/22-23	STIF - Linn County	\$675,000
	Drawdown 12/21/21	(\$5,075)
	Drawdown 2/8/22	(\$28,100)
	Drawdown 4/25/22	(\$108,855)
	Drawdown 7/26/22	(\$83,880)
	Drawdown 10/24/22	(\$78,906)
	Drawdown 1/27/23	(\$89,809)
	Drawdown 4/26/23	(\$102,144)
	SUBTOTAL	\$178,231
	GRAND TOTAL	\$356,462