



Agenda
Linn-Benton Loop Board Meeting
Remote Only

Date: Tuesday, February 27, 2024
Time: 3:00 pm – 4:30 pm
Location: **Via Microsoft Teams by clicking [HERE](#)**
Meeting ID: 281 011 974 223
Passcode: nu6GYs
Mobile 1-Click Number
[+1 872-242-8088](#)
Phone Conference ID: 985 832 837#
Contact: Nick Meltzer, nmeltzer@ocwcog.org, 541-758-1911

1. **3:00 Call to Order, Introductions** **Staff, Nick Meltzer**
2. **3:02 Chair and Vice Chair Elections** **Staff, Meltzer**
3. **3:05 Public Comments** **Chair**
4. **3:10 Minutes of June 06, 2023 (Attachment A)** **Chair**
Action Requested: Approval of meeting minutes.
5. **3:15 Budget Reports FY24 Q1 (Attachments B1-B4)** **Barry Hoffman**
 - Quarterly (B1) /YTD budget (B2)
 - STIF (B3) / 5307 (B4) Drawdown Reports*Action: Information only*
6. **3:30 Ridership Dashboard** **Meltzer/Mary Bach-Jackson**

OCWCOG has developed a new data dashboard for Linn Benton Loop ridership data. It is available [at this link](#).

Action: Discussion
7. **3:40 Transit Workforce Study** **Meltzer/Ketchum**

Presentation on draft report
8. **4:00 2024 Summer Service Plan** **Meltzer**

Discuss service levels for summer 2024 between school sessions.

Action: Discussion
9. **4:15 Updates and Other Business** **All**
 - OSU Board Member
 - In person meeting?

The meeting location is accessible to persons with disabilities. Sign language, interpreter services or other accommodations can also be provided by contacting Ashlyn Muzechenko at least 48 hours prior to the meeting. Ashlyn can be reached at 541-812-2002 (TTY/TTD 711) or amuzechenko@ocwcog.org.

- Passing of Hal Brauner

10. 4:30 Adjournment
Next meeting is May 28, 2024.

Chair

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	
VACANT		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 Governing Board
Virtual Meeting Via Microsoft Teams
Tuesday, June 06, 2023
3:00 pm – 4:30 pm**

DRAFT MINUTES

Board Member	Attendance	Jurisdiction
Sheldon Flom	Yes	Linn Benton Community College
Pat Malone	Yes	Corvallis Area Metropolitan Planning Organization
Roger Nyquist	No	Albany Area Metropolitan Planning Organization
Hal Brauner	No	At-Large Member (<i>non-voting position</i>)

Quorum: Official action may be taken by the Linn-Benton Loop Board 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 Governing Bylaws, Section 6: Meetings, Subsection f: Quorum*

Guests: Brad Dillingham, Ken Bronson, Barry Hoffman, Arla Miller, Jeff Babbitt, Mary Bach-Jackson, and Councilor Ray Kopczynski

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

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order and Agenda Review	Chair Commissioner Pat Malone called the meeting to order, and the group determined there were no changes to the agenda.	The Chair, Commissioner Pat Malone called the meeting to order at 3:03 pm.
2. Public Comment	There were no members of the public who wished to provide public comments.	There were no public comments.
3. Minutes of November 29, 2022 (Attachment A) Action: Approval of Minutes	Sheldon Flom moved to approve The February 28, 2023; minutes as presented. Chair Commissioner Malone seconded. The motion carried.	The February 28, 2023, meeting minutes were approved by the quorum of members in attendance.
4. Budget Reports (Attachments B1-B4) Action: Information Only	<p>Barry Hoffman shared the reports from January to March 2023 for this fiscal year of the Linn-Benton Loop. The 5307 Revenue came in this period at \$112,427.</p> <p>Hoffman shared that there was \$86,000 in expenditures from wages and salaries. Hoffman noted that the revenue from advertising and publications was coded wrong, and it should have been an expense line.</p> <p>Fuel charges for the three months are \$32,000 and vehicle maintenance were high at \$83,242.82.</p> <p>Hoffman shared that in the quarter there was more expenditures than revenues.</p> <p>For the STIF budget since it is kept separate from regular budget the revenues were \$179,618. This was applied as charges for services revenue in the operating budget. By law the STIF money needs to be separate from the regular budget.</p>	

	<p>Hoffman shared the revenues that have come in year to date which includes charges for service, LBCC/OSU partnerships and 5307 funds.</p> <p>Hoffman then shared expenditures for this year to date include, wages and salaries, fuel, maintenance, and expansions of service cost increases.</p> <p>Vehicle maintenance was higher than anticipated, and some of it was out of control because it was contracted out with a different company.</p> <p>Hoffman noted that these will transfer into the next biennial budget which shows the why and how of why costs jumped so much for the 23-25 budget.</p> <p>For the year to date, the revenues exceed the expenses which makes for a healthy beginning balance for the budget.</p> <p>Flom asked how the expenses look for the 4th quarter of the year.</p> <p>Hoffman noted that after talking to Jeff Babbitt today, there is enough revenue to cover the expenditures through the end of the year. However, the beginning balances may take a big hit coming into next year.</p> <p>Chair Commissioner Malone asked about the maintenance expansion.</p> <p>Tim Bates also asked about appropriation from the STIF to do Mid-Life Rebuilds to help extend the life of the engine or transmission etc.</p> <p>Hoffman shared that the Loop hadn't been doing that but, they would strongly consider, and the only issue is the business of losing the bus within the 1-month period where it is getting fixed.</p> <p>Hoffman elaborated that staff budgeted a certain amount, \$89,400. For vehicle maintenance. Year to date, there was \$128,296 spent, which a line item is allowed to go over as long as there is enough revenue to cover the cost at the end of the budget.</p>	
--	---	--

	<p>Hoffman noted that the projections for the next budget will be higher and more on track for vehicle maintenance.</p> <p>Hoffman shared that this biennial budget only had \$5,200 in reserve for a million-dollar budget. For the next budget loop staff are trying to build an operating reserve to deal with any emergency that might come along.</p> <p>Bates asked if building in extra was referring to the budget.</p> <p>Hoffman confirmed and noted it as an operating reserve which would be coded in as a “reserve expense”. Which acts as a cushion for the budget. Hoffman added that the Loop is working to get to a 4% or 5% reserve of the budget amount.</p> <p>Hoffman shared the Linn-Benton Loop FTA Section 5307 Grant Funds Remaining. Hoffman noted that the loop draws down from the oldest funds first, and they have recently closed out of the 18-19 funding, and have begun to drawdown from the 19-20 federal funding pool.</p> <p>Hoffman added that there was a lot of operating money left over, and as a group decided to only put money into capital rather than operations. In 2021 there was \$449,138 pledged to capital and in 2022 there was \$471,600 pledged to capital. Some of these funds were committed to the design of the mobility hubs.</p> <p>Hoffman reminded the group that the members had previously discussed using the rest of this money for bus purchases or building a new facility.</p> <p>Hoffman shared that there is time, and the FTA knows that this funding will accumulate and does not push pressure on those to spend theirs.</p> <p>Bates noted that 2022-2023 and 2023-2024 have already set pictures, since CAMPO and AAMPO agreed to the funds, and they added theirs to the operational pot rather than the capital pot. Bates noted that</p>	
--	---	--

	<p>Corvallis is close to getting funding prepared and approved which will then allow them to be collected and used by the Linn-Benton Loop.</p> <p>Hoffman shared the Benton and Linn County STIF's and their drawdowns up until the April 26th date.</p>	
<p>5. FY2023-25 Budget Discussion (Attachment C)</p> <p>Action: Discussion</p>	<p>Hoffman shared the 23-25 Budget that was presented to the council and was signed off on.</p> <p>Councilor Ray Kopczynski confirmed that the budget was signed off on by the Albany City Council.</p> <p>Hoffman shared the revenue side first. Hoffman noted where the AAMPO and CAMPO money comes from and how it matches each other each year, which is the same thing with LBCC and OSU.</p> <p>Hoffman shared that the Loop deferred the Fare conversation to the ATS and for the time-being the Linn-Benton Loop system is Fareless rather than free.</p> <p>Hoffman noted that the Loop may go back to council to ask about fares, however the counsel was more interested in other forms of revenue for the loop such as Bus Wraps for advertising.</p> <p>Hoffman shared the Expected Revenues and Expense for the Biennium.</p> <p>Hoffman pointed out that there was a big jump in wages and in salaries and part of that is because staff now know how much the expansion is costing them and their employees.</p> <p>Hoffman shared that in the last biennium it was planned to use \$90,00 for TEMP Positions, however for this one that number was reduced since full time employees were hired.</p> <p>Hoffman shared the equipment replacements funds funding that has been set aside and to cover the buses that will be closer to \$900,000 and part of that is because the equipment will most likely be hybrid</p>	<p>There were no objections to the review and concurrence of the Loop budget for FY23-25.</p>

	<p>technologies as the Loop isn't ready to go full electric yet since there isn't a home for all of the full electric movement yet.</p> <p>Hoffman noted at the end of the biennium there will be a balanced budget and will be able to afford the employees and staff are watching the vehicle maintenance line however they aren't fully concerned in order to get through the full biennium.</p> <p>Chair Commissioner Malone asked about the increased costs on the driver situation, and what kind of shape the loop is in for having staff.</p> <p>Hoffman answered for the Loop they were lucky enough to go first with the expansion and drivers were hired first and quickly and was during pandemic time around 2021. Hoffman noted that the Loop was able to staff up quickly.</p> <p>For Albany transit expansion finding new staff has been problematic, however it has been a slow process getting those human beings and it is a limited market for drivers and are competing with CTS, School Bus Drivers, Coastal to Valley, or even Salem and Keizer areas.</p> <p>Hoffman noted that CTS has put in place some increases to entice more drivers over to their agency.</p> <p>Tim Bates added that at CTS full service will return on June 24th and will likely return to pre-pandemic service levels. Bates noted for Barry and CTS the drivers, have a new contract with the union which has been signed. And there is a new contract, MTR, being signed which is a good development for both services.</p> <p>Bates noted that the COG has been helping drivers regionally. The first is a STIF project with the Linn-Benton Loop to help drivers get their CDL.</p> <p>Staff Nick Meltzer shared that AAMPO and CAMPO funded a transit workforce study to explore this issue and the first kick off meeting which</p>	
--	--	--

	<p>includes invites to the working groups such as Cherriots and Lane Transit district (LTD).</p> <p>Meltzer noted that there was a lot of opportunities with partnerships over at Cherriots and LTD. Meltzer shared that they will be talking to all entities throughout Salem, Eugene, and the OCWCOG region to see if anyone wants to partner and have a longer-term impact on driver opportunity.</p> <p>Hoffman asked if even though those agencies pull people in to train them, they were having issues with recruiting people after the pandemic that was really driving the shortage of employees.</p> <p>Meltzer noted Lane Transit District is still having trouble, but Cherriots recreated their program, and they have a full staff fleet with 80 people and a waitlist to be in the pool of drivers.</p> <p>Meltzer added that sharing pools of drivers could be a helpful solution moving forward.</p> <p>Flom asked about drivers, and under wages/salaries they are the same in 2023-2024 and in 2024-2025.</p> <p>Hoffman answered that it is a good question, and he would look for Jeff and he projects out what it is going to cost for the biennium, including step increases.</p> <p>Both LBCC and OSU, and LBCC in particular has downed enrollment and are in a shrinking pattern at this time, and both noted that they need to justify the contribution to transit.</p> <p>Flom noted that at some point the conversation needs to be shared as how many students ride the bus, which a concertation needs to happen on how to track who is riding the bus.</p>	
--	--	--

	<p>Chair Commissioner Malone said some of the discussion should be the increased service, listening to student needs and time of day, and the need to make sure this is part of the equation is important.</p> <p>Flom added that at the LOOP TAC meeting, OSU grad students did a survey on ridership which may need to happen again to get a better understating on what should be done.</p> <p>Meltzer noted that there was a conversation about full service being maintained throughout the summer and the agreement by the policy board was to leave it for this full summer and then figure out how to do passenger counts to modify the rides during the summer.</p> <p>Hoffman gave an update on the Loop STOF Budget which is a total of \$1.606 million which shows up in the regular budget as well.</p> <p>There were no objections to the review and concurrence of the Loop budget for FY23-25.</p> <p>Flom asked if there will be impact to the budget if the senate continues their walk out and the budget doesn't get approved.</p> <p>Arla Miller from ODOT noted that she hasn't heard if it will affect the budget or not.</p> <p>Chair Commissioner Malone shared that a couple possibilities are there has to be a budget, one way can be what the federal government does which is whatever you received last time and just plan on the same amount.</p> <p>Chair Commissioner Malone noted that if you have reserves then the agency should be found, but there just isn't clear for the patterns of the past to see how this plays out, but the legislature constitutionally is required to do a budget, and it is possible that there will be something put together before June 25th.</p>	
--	---	--

	<p>Hoffman noted that the vast majority of the money from the STIF is collected from payroll taxes.</p> <p>There were no objections to the review and concurrence of the Loop budget for FY23-25.</p>	
<p>6. Ridership Reports</p> <p>Action: Discussion</p>	<p>Meltzer introduced Mary Bach-Jackson, and her GIS and Data Analytic Skills.</p> <p>Staff May Bach-Jackson shared the ridership reports as a first pass of the data she was given from those reports.</p> <p>Bach-Jackson noted that it is in a format where the data can be moved around and explored. Depending on what is being sought for you can filter by calendar year, or by financial year for example from July to June. You can hover over data and get specifics.</p> <p>Bach-Jackson noted that every month new data can be added into the dashboard to produce more in-depth numbers.</p> <p>Bach-Jackson added that the data reacts to the different sets of years that are being looked at.</p> <p>Bach-Jackson noted that there was a previous request for month-by-month data, which can now be filtered through the data.</p> <p>Bach-Jackson shared that this dashboard can be changed. Additionally, while the data is just a way to look at the different aspects and the formatting that it is in allows for poking and prodding to hopefully meet the better needs of everyone.</p> <p>Meltzer added that with new routes that started in fall of 2021, any route data for Heart to Hub and Campus Connector would only go back to 2021. Additionally, with the move to fareless tickets, they are unable to track group passes, and OSU/LBCC Ridership.</p>	

	<p>Meltzer noted the next big step is getting it set up for public use on regular websites.</p> <p>Bach-Jackson added that the ridership is 3 times higher on the AM rather than the PM, so where are the return trip riders going?</p> <p>Hoffman answered that the US 20 Commuter gets taken in the morning, then they either take CTS, the Heart to Hub, or the Campus Connector to get back to Albany.</p> <p>Chair Commissioner Malone shared that this data could help justify the colleges inputs to the Loop Budget; especially if there was an ability to do a survey to see where the ridership comes from specifically.</p>	
7. Updates and Other Business	<p>Meltzer added that good news to share on multiple fronts is the Linn Benton Loop was awarded a STIF Grant and has a new bus coming.</p> <p>Meltzer added that the mobility hub project is receiving full funding of \$2.4 million and has full match from Benton County and from LBCC there is a portion of match from Linn County and are working with LBCC to document match from IN-KIND funding.</p> <p>Meltzer noted that the consultant said they are on track for construction of the mobility hubs in 2024.</p> <p>Bates asked about the fareless conversation, and how long it is on hold.</p> <p>Hoffman answered that it was not specifically discussed on a timeline to discuss the fares again. Hoffman noted that the council and the mayor are not interested at this time in reinstating fares for Albany Transit ATS and by default and the loop.</p> <p>Hoffman added that he doesn't anticipate going back to talk about fares with the council until at a minimum until next budget and biennium.</p>	
8. Adjournment	<p>The next Loop Governing Board meeting is scheduled for August 29, 2023.</p>	<p>The meeting adjourned at 4:33 pm by The Chair, Commissioner Pat Malone.</p>

01/24/2024
13:11:56

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

PAGE 1
glflxprt

FROM 2024 04 TO 2024 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 213 LINN-BENTON LOOP							
21340105 420045 FTA SECTION 5307	-640,200	0	-640,200	-15,842.00	.00	-624,358.00	2.5%
21340105 420047 FTA SECTION 5307 - CAPITAL	-172,000	0	-172,000	.00	.00	-172,000.00	.0%
21340105 428200 LBCC PARTNERSHIP	-275,900	0	-275,900	.00	.00	-275,900.00	.0%
21340105 428205 OSU PARTNERSHIP	-275,900	0	-275,900	.00	.00	-275,900.00	.0%
21340105 435006 CHARGES FOR SERVICE: LOOP	-1,606,000	0	-1,606,000	-413,676.00	.00	-1,192,324.00	25.8%
21340105 469015 MISCELLANEOUS REVENUE	0	0	0	-3,611.37	.00	3,611.37	.0%
21340105 499050 BEGINNING BALANCE	-123,500	0	-123,500	.00	.00	-123,500.00	.0%
21340105 510010 WAGES & SALARIES	952,600	0	952,600	99,815.07	.00	852,784.93	10.5%
21340105 520010 TEMPORARY EMPLOYEES	20,000	0	20,000	3,204.89	.00	16,795.11	16.0%
21340105 530010 OVERTIME	40,000	0	40,000	2,659.60	.00	37,340.40	6.6%
21340105 540050 UNEMPLOYMENT CLAIMS	12,000	0	12,000	.00	.00	12,000.00	.0%
21340105 560015 EMPLOYER MEDICAL	451,800	0	451,800	36,423.99	.00	415,376.01	8.1%
21340105 560005 EMPLOYER DENTAL	30,400	0	30,400	2,331.62	.00	28,068.38	7.7%
21340105 560008 EMPLOYER VISION	12,100	0	12,100	917.93	.00	11,182.07	7.6%
21340105 560010 EMPLOYER PAID BENEFITS	95,000	0	95,000	7,949.43	.00	87,050.57	8.4%
21340105 560012 EMPLOYER PAID DEFERRED COM	7,000	0	7,000	758.33	.00	6,241.67	10.8%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	1,800	0	1,800	776.30	.00	1,023.70	43.1%
21340105 560016 EMPLOYER PAID WORKER'S COM	56,100	0	56,100	5,464.07	.00	50,635.93	9.7%
21340105 560018 EMPLOYER PAID OREGON WBF	10,500	0	10,500	37.87	.00	10,462.13	.4%
21340105 560020 PERS	314,300	0	314,300	34,098.38	.00	280,201.62	10.8%
21340105 560022 EMPLOYER PAID OREGON PAID LE	11,000	0	11,000	713.31	.00	10,286.69	6.5%
21340105 560030 HRA VEBA	32,700	0	32,700	12,321.23	.00	20,378.77	37.7%
21340105 600115 INSURANCE & BONDS	30,800	0	30,800	.00	.00	30,800.00	.0%
21340105 600400 CONTRACTUAL SERVICES	8,400	0	8,400	974.73	10,528.85	-3,103.58	136.9%
21340105 602300 SOFTWARE LICENSE FEES	3,000	0	3,000	.00	.00	3,000.00	.0%
21340105 610005 ADVERTISING & PUBLICATIONS	2,200	0	2,200	95.39	-95.39	2,200.00	.0%
21340105 610075 CREDIT CARD FEES	1,000	0	1,000	.00	.00	1,000.00	.0%
21340105 610100 DUPLICATION & FAX	3,000	0	3,000	703.51	-.72	2,297.21	23.4%
21340105 610130 EDUCATION & TRAINING	2,000	0	2,000	.00	.00	2,000.00	.0%
21340105 610405 MATERIALS & SUPPLIES	6,000	0	6,000	614.06	129.20	5,256.74	12.4%
21340105 610420 MEETINGS & CONFERENCES	4,000	0	4,000	.00	.00	4,000.00	.0%
21340105 610425 MEMBERSHIPS & DUES	2,200	0	2,200	.00	.00	2,200.00	.0%
21340105 610545 PRINTING & BINDING	3,200	0	3,200	.00	.00	3,200.00	.0%
21340105 610750 UNIFORMS	2,000	0	2,000	627.75	.00	1,372.25	31.4%
21340105 610800 VEHICLE FUEL CHARGES	266,600	0	266,600	25,655.47	.00	240,944.53	9.6%
21340105 630000 ELECTRICITY	3,000	0	3,000	18.70	.00	2,981.30	.6%
21340105 630005 NATURAL GAS	400	0	400	253.02	.00	146.98	63.3%
21340105 630010 TELEPHONE	6,000	0	6,000	92.96	2.00	5,905.04	1.6%

01/24/2024
13:11:57

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

PAGE 2
glflxrpt

FROM 2024 04 TO 2024 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630400 WATER SERVICE	1,600	0	1,600	243.06	.00	1,356.94	15.2%
21340105 630405 SEWER SERVICE CHARGES	700	0	700	92.04	.00	607.96	13.1%
21340105 630410 STORMWATER SERVICE CHARGES	400	0	400	54.24	.00	345.76	13.6%
21340105 650015 MAINT: COMMUNICATION EQUIP	1,200	0	1,200	.00	.00	1,200.00	.0%
21340105 653600 MAINT: VEHICLE	215,000	0	215,000	45,980.95	23,229.38	145,789.67	32.2%
21340105 655100 MAINT: BUILDING	8,000	0	8,000	900.00	.00	7,100.00	11.3%
21340105 660100 CS: BUILDING MAINTENANCE	5,900	0	5,900	737.49	.00	5,162.51	12.5%
21340105 660200 CS: CENTRAL SERVICE	15,200	0	15,200	1,899.99	.00	13,300.01	12.5%
21340105 660210 CS: FINANCE	47,700	0	47,700	5,962.50	.00	41,737.50	12.5%
21340105 660211 CS: CITY MANAGER'S OFFICE	43,000	0	43,000	5,375.01	.00	37,624.99	12.5%
21340105 660212 CS: MAYOR & COUNCIL	4,400	0	4,400	549.99	.00	3,850.01	12.5%
21340105 660214 CS: HUMAN RESOURCES	25,100	0	25,100	3,137.49	.00	21,962.51	12.5%
21340105 660215 CS: LABOR RELATIONS	1,800	0	1,800	225.00	.00	1,575.00	12.5%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	5,200	0	5,200	650.01	.00	4,549.99	12.5%
21340105 660400 CS: EQUIPMENT REPLACEMENT	90,000	0	90,000	11,250.00	.00	78,750.00	12.5%
21340105 660700 CS: INFORMATION TECHNOLOGY	18,000	0	18,000	2,250.00	.00	15,750.00	12.5%
21340105 660701 CS: PHONE SYSTEM REPLACE	200	0	200	24.99	.00	175.01	12.5%
21340105 660800 CS: IT EQUIPMENT REPLACEMENT	1,000	0	1,000	125.01	.00	874.99	12.5%
21340105 662500 PW: ADMINISTRATION	153,100	0	153,100	19,125.00	.00	133,975.00	12.5%
21340105 665400 PHYSICAL EXAMS & MEDICALS	1,200	0	1,200	150.00	.00	1,050.00	12.5%
21340105 670600 SAFETY RECOGNITION PROGRAM	200	0	200	.00	.00	200.00	.0%
21340105 690000 RESERVE: OPERATING	63,500	0	63,500	.00	.00	63,500.00	.0%
TOTAL 213 LINN-BENTON LOOP	0	0	0	-97,888.99	33,793.32	64,095.67	.0%
21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-782,000	0	-782,000	-100,542.00	.00	-681,458.00	12.9%
21340106 428125 STIF - BENTON COUNTY	-824,000	0	-824,000	-100,542.00	.00	-723,458.00	12.2%
21340106 630506 CHARGES FOR SERVICE: LOOP	1,606,000	0	1,606,000	413,676.00	.00	1,192,324.00	25.8%
TOTAL 213 LINN-BENTON LOOP STIF	0	0	0	212,592.00	.00	-212,592.00	.0%
TOTAL PUBLIC TRANSIT	0	0	0	114,703.01	33,793.32	-148,496.33	.0%
TOTAL REVENUES	-4,699,500	0	-4,699,500	-634,213.37	.00	-4,065,286.63	
TOTAL EXPENSES	4,699,500	0	4,699,500	748,916.38	33,793.32	3,916,790.30	

01/24/2024
13:10:07

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

PAGE 1
glflxprt

FROM 2024 01 TO 2024 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 213 LINN-BENTON LOOP							
21340105 420045 FTA SECTION 5307	-640,200	0	-640,200	-92,426.00	.00	-547,774.00	14.4%
21340105 420047 FTA SECTION 5307 - CAPITAL	-172,000	0	-172,000	.00	.00	-172,000.00	.0%
21340105 428200 LBCC PARTNERSHIP	-275,900	0	-275,900	-135,900.00	.00	-140,000.00	49.3%
21340105 428205 OSU PARTNERSHIP	-275,900	0	-275,900	-135,900.00	.00	-140,000.00	49.3%
21340105 435006 CHARGES FOR SERVICE: LOOP	-1,606,000	0	-1,606,000	-413,676.00	.00	-1,192,324.00	25.8%
21340105 469015 MISCELLANEOUS REVENUE	0	0	0	-3,611.37	.00	3,611.37	.0%
21340105 480100 INTEREST	0	0	0	-821.46	.00	821.46	.0%
21340105 499050 BEGINNING BALANCE	-123,500	0	-123,500	.00	.00	-123,500.00	.0%
21340105 510010 WAGES & SALARIES	952,600	0	952,600	198,980.02	.00	753,619.98	20.9%
21340105 520010 TEMPORARY EMPLOYEES	20,000	0	20,000	6,117.13	.00	13,882.87	30.6%
21340105 530010 OVERTIME	40,000	0	40,000	3,381.72	.00	36,618.28	8.5%
21340105 540050 UNEMPLOYMENT CLAIMS	12,000	0	12,000	.00	.00	12,000.00	.0%
21340105 560001 EMPLOYER MEDICAL	451,800	0	451,800	74,990.31	.00	376,809.69	16.6%
21340105 560005 EMPLOYER DENTAL	30,400	0	30,400	4,790.14	.00	25,609.86	15.8%
21340105 560008 EMPLOYER VISION	12,100	0	12,100	1,902.21	.00	10,197.79	15.7%
21340105 560010 EMPLOYER PAID BENEFITS	95,000	0	95,000	15,670.53	.00	79,329.47	16.5%
21340105 560012 EMPLOYER PAID DEFERRED COM	7,000	0	7,000	1,517.86	.00	5,482.14	21.7%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	1,800	0	1,800	1,595.74	.00	204.26	88.7%
21340105 560016 EMPLOYER PAID WORKER'S COM	56,100	0	56,100	10,653.26	.00	45,446.74	19.0%
21340105 560018 EMPLOYER PAID OREGON WBF	10,500	0	10,500	74.60	.00	10,425.40	.7%
21340105 560020 PERS	314,300	0	314,300	68,022.18	.00	246,277.82	21.6%
21340105 560022 EMPLOYR PAID OREGON PAID LE	11,000	0	11,000	1,009.29	.00	9,990.71	9.2%
21340105 560030 HRA VEBA	32,700	0	32,700	12,321.23	.00	20,378.77	37.7%
21340105 600115 INSURANCE & BONDS	30,800	0	30,800	13,118.43	.00	17,681.57	42.6%
21340105 600400 CONTRACTUAL SERVICES	8,400	0	8,400	1,383.99	11,194.08	-4,178.07	149.7%
21340105 602300 SOFTWARE LICENSE FEES	3,000	0	3,000	.00	.00	3,000.00	.0%
21340105 610005 ADVERTISING & PUBLICATIONS	2,200	0	2,200	95.39	28.88	2,075.73	5.6%
21340105 610075 CREDIT CARD FEES	1,000	0	1,000	.00	.00	1,000.00	.0%
21340105 610100 DUPLICATION & FAX	3,000	0	3,000	727.19	.00	2,272.81	24.2%
21340105 610130 EDUCATION & TRAINING	2,000	0	2,000	680.00	.00	1,320.00	34.0%
21340105 610405 MATERIALS & SUPPLIES	6,000	0	6,000	1,404.78	2,671.70	1,923.52	67.9%
21340105 610420 MEETINGS & CONFERENCES	4,000	0	4,000	272.31	.00	3,727.69	6.8%
21340105 610425 MEMBERSHIPS & DUES	2,200	0	2,200	900.00	.00	1,300.00	40.9%
21340105 610545 PRINTING & BINDING	3,200	0	3,200	.00	.00	3,200.00	.0%
21340105 610750 UNIFORMS	2,000	0	2,000	627.75	208.50	1,163.75	41.8%
21340105 610800 VEHICLE FUEL CHARGES	266,600	0	266,600	43,057.65	.00	223,542.35	16.2%
21340105 630000 ELECTRICITY	3,000	0	3,000	18.70	.00	2,981.30	.6%
21340105 630005 NATURAL GAS	400	0	400	264.30	36.41	99.29	75.2%

01/24/2024
13:10:08

City of Albany, OR
FLEXIBLE PERIOD REPORT
PP 06

PAGE 2
glflxrpt

FROM 2024 01 TO 2024 06

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630010 TELEPHONE	6,000	0	6,000	153.87	2.00	5,844.13	2.6%
21340105 630400 WATER SERVICE	1,600	0	1,600	823.87	.00	776.13	51.5%
21340105 630405 SEWER SERVICE CHARGES	700	0	700	183.33	.00	516.67	26.2%
21340105 630410 STORMWATER SERVICE CHARGES	400	0	400	108.48	.00	291.52	27.1%
21340105 650015 MAINT: COMMUNICATION EQUIP	1,200	0	1,200	.00	1,504.50	-304.50	125.4%
21340105 653600 MAINT: VEHICLE	215,000	0	215,000	81,142.16	41,043.25	92,814.59	56.8%
21340105 655100 MAINT: BUILDING	8,000	0	8,000	1,800.00	656.50	5,543.50	30.7%
21340105 660100 CS: BUILDING MAINTENANCE	5,900	0	5,900	1,474.98	.00	4,425.02	25.0%
21340105 660200 CS: CENTRAL SERVICE	15,200	0	15,200	3,799.98	.00	11,400.02	25.0%
21340105 660210 CS: FINANCE	47,700	0	47,700	11,925.00	.00	35,775.00	25.0%
21340105 660211 CS: CITY MANAGER'S OFFICE	43,000	0	43,000	10,750.02	.00	32,249.98	25.0%
21340105 660212 CS: MAYOR & COUNCIL	4,400	0	4,400	1,099.98	.00	3,300.02	25.0%
21340105 660214 CS: HUMAN RESOURCES	25,100	0	25,100	6,274.98	.00	18,825.02	25.0%
21340105 660215 CS: LABOR RELATIONS	1,800	0	1,800	450.00	.00	1,350.00	25.0%
21340105 660225 CS: EMERGENCY MGMT/SAFETY	5,200	0	5,200	1,300.02	.00	3,899.98	25.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	90,000	0	90,000	22,500.00	.00	67,500.00	25.0%
21340105 660700 CS: INFORMATION TECHNOLOGY	18,000	0	18,000	4,500.00	.00	13,500.00	25.0%
21340105 660701 CS: PHONE SYSTEM REPLACE	200	0	200	49.98	.00	150.02	25.0%
21340105 660800 CS: IT EQUIPMENT REPLACEMENT	1,000	0	1,000	250.02	.00	749.98	25.0%
21340105 662500 PW: ADMINISTRATION	153,100	0	153,100	38,250.00	.00	114,850.00	25.0%
21340105 665400 PHYSICAL EXAMS & MEDICALS	1,200	0	1,200	225.00	.00	975.00	18.8%
21340105 670600 SAFETY RECOGNITION PROGRAM	200	0	200	.00	.00	200.00	.0%
21340105 690000 RESERVE: OPERATING	63,500	0	63,500	.00	.00	63,500.00	.0%
TOTAL 213 LINN-BENTON LOOP	0	0	0	-131,696.45	57,345.82	74,350.63	.0%
21340106 213 LINN-BENTON LOOP STIF							
21340106 428120 STIF - LINN COUNTY	-782,000	0	-782,000	-100,542.00	.00	-681,458.00	12.9%
21340106 428125 STIF - BENTON COUNTY	-824,000	0	-824,000	-100,542.00	.00	-723,458.00	12.2%
21340106 630506 CHARGES FOR SERVICE: LOOP	1,606,000	0	1,606,000	413,676.00	.00	1,192,324.00	25.8%
TOTAL 213 LINN-BENTON LOOP STIF	0	0	0	212,592.00	.00	-212,592.00	.0%
TOTAL PUBLIC TRANSIT	0	0	0	80,895.55	57,345.82	-138,241.37	.0%
TOTAL REVENUES	-4,699,500	0	-4,699,500	-983,418.83	.00	-3,716,081.17	
TOTAL EXPENSES	4,699,500	0	4,699,500	1,064,314.38	57,345.82	3,577,839.80	

**Linn-Benton Loop STIF Funds Remaining
(Last Updated 1/26/24)**

<u>Fiscal Year</u>	<u>Project</u>	<u>Remaining Project Funds</u>
23-24/24-25	STIF - Benton County	\$824,000
	Drawdown 10/31/23	(\$100,542)
	Drawdown 1/31/24	(\$106,296)
	SUBTOTAL	\$617,162
23-24/24-25	STIF - Linn County	\$782,000
	Drawdown 10/31/23	(\$100,542)
	Drawdown 1/31/24	(\$106,296)
	SUBTOTAL	\$575,162
GRAND TOTAL		\$1,192,324

**Linn-Benton Loop FTA Section 5307 Grant Funds Remaining
(Last Updated 1/25/24)**

<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>
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)
	Drawdown - 7/27/23		184,852	(113,377)	(113,377)
	Drawdown - 9/22/23		31,684	(76,584)	(76,584)
	Drawdown - 12/4/23		-	(15,842)	(15,842)
	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)
	Drawdown - 7/27/23		-	(376)	(94)
		SUBTOTAL		-	-
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
22-23	FTA 5307 - Operations	50:50	686,800	343,400	343,400 as of 1/1/24
	FTA 5307 - Preventive Maintenance	80:20	66,000	52,800	13,200 as of 1/1/24
	SUBTOTAL		752,800	396,200	356,600
GRAND TOTAL			1,673,538	1,132,790	540,748

*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.