



**Agenda**  
**Linn-Benton Loop Board Meeting**  
**Remote Only**

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Date: Tuesday, August 31, 2021  
Time: 3:00 – 5:00 pm  
Location: Via Zoom: <https://us02web.zoom.us/j/88337056957>  
Phone: 1-669-900-6833  
Meeting ID: 833 3705 6957  
Passcode: 2020  
Contact: Nick Meltzer, Transportation Manager, 541-758-1911

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1. **3:00 Call to Order and Agenda Review** **Chair,  
Commissioner  
Pat Malone**
  
2. **3:05 Public Comment** **Chair**
  
3. **3:10 Minutes of May 25, 2021 (Attachment A)** **Chair**  
  
*Action Requested: Approval of Meeting Minutes*
  
4. **3:15 [Albany Transit System Implementation Strategy](#)** **Nick  
Meltzer/Barry  
Hoffman**  
Update on new ATS routes and schedules for enhanced service, service to be implemented this fall.  
  
*ACTION: Information and discussion*
  
5. **3:35 Loop Historical 5307 Funds Memo (Attachment B)** **Meltzer/Hoffman**  
Report on historical 5307 funds drawdown per Board direction.  
  
*Action Requested: Discussion*
  
6. **4:05 Motions from 8/3/21 Loop TAC meeting & Response (Attachment C1 & C2)** **Catherine  
Rohan/ Hoffman**  
The TAC recommends that the Board consider two motions related to Loop finances and fiscal policy (Attachment C1). The City of Albany has provided a response to the second motion (Attachment C2).  
  
*Action Requested: Discussion and consideration of motions*
  
7. **4:20 Loop Expansion and Marketing (Attachment D)** **Rohan**  
Service expansion and marketing discussion  
  
*Action Requested: Discussion*

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|------------|-------------|---|----------------|
| <b>8.</b>  | <b>4:40</b> | <b>Quarterly Revenue/Expense Report, Year to Date Revenue/Expense Report, and Ridership Report (Attachment E, F, &amp; G)</b> | <b>Hoffman</b> |
|            |             | <i>Action Requested: Informational</i>  |                |
| <b>9.</b>  | <b>4:50</b> | <b>Other Business</b>   | <b>Meltzer</b> |
| <b>10.</b> | <b>5:00</b> | <b>Adjournment</b>  | <b>Chair</b>   |
|            |             | <ul style="list-style-type: none"><li>• Next meeting November 30<sup>th</sup></li></ul>                                       |                |

**LINN-BENTON LOOP  
Board Meeting  
Teleconference  
Tuesday, May 25, 2021  
3:00 – 5:00**

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

**TAC Members:** Barry Hoffman, Catherine Rohan, Mark Volmert, and Stephen Dobrinich

**Staff:** Ryan Vogt, Jenny Glass, Nick Meltzer, and C. Clark

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / CONCLUSION</b>
1. Call to Order, Introductions, Agenda Review (3:01)	Commissioner Pat Malone Called a meeting to order at 3:01 pm. Catherine Rohan moderated a rollcall of all parties present. Agenda is approved as presented.	<b>The Commissioner continued with the meeting at 3:01 pm. There were no changes to the agenda.</b>
2. Public Comment (3:04 pm)		<b>There were no public comments.</b>
3. Minutes of March 26, 2021 Meeting (Attachment A) (3:04 pm)	There was a review of the minutes lead by Commissioner Pat Malone.  Nick Meltzer asked to confirm that the Board nominated Commissioner Malone as chair and Commissioner Nyquist as vice chair. It was confirmed that this was decided and had an approved motion.	<b>Consensus was reached to approve the minutes as written in Attachment A.</b>
4. Quarterly Revenue/Expense Report, Year to Date Revenue/Expense Report, & Ridership Report (Attachment B, C, & D) (3:05 pm)	Barry Hoffman walked through the attachments. He said the reports were presented to the TAC, and mentioned that the annual report has more context than the quarterly report, but the quarterly report has more specifics of the most recent expenses. He highlighted the actuals column and how they differed from the annual report. He also mentioned that the gas prices have	<b>Informational discussion only.</b>

	<p>increased over time, as did maintenance. Hoffman opened the floor for discussions.</p> <p>Sheldon Flom thanked Barry Hoffman for providing the Year to Date report. Flom asked about projections for the FTA 5307 budget. Hoffman said that expenses drive the revenue from the FTA, and it is likely to end close to the past fiscal years. This is due to not running the expanded service, because there would be more expenses to reimburse from FTA. The budget shows the expected return, and not the full amount that has been pledged.</p> <p>Mark Volmert brought up the 2 new buses and there will be reimbursement to come in from that. Barry Hoffman said that does not come up as an actual because it wasn't paid by March 31<sup>st</sup>. There will be revenues that will come in to offset the expenses from STIF. Pat Malone asked if the new buses are to be used exclusively by the Loop. Hoffman said the buses can be used by ATS because technically they are all Albany Transit equipment. The buses are all painted the same, but the header board will designate that it is a Loop bus. Volmert mentioned that Albany Transit got a total of 4 new buses, 2 for ATS and 2 for the Loop, and that the two buses for each service is to expand service.</p> <p>Commissioner Malone said that he hoped that there will be a promotion of the new buses, and a push to make riding the bus cool. Hoffman said that this will be brought up by Nick later in the agenda.</p> <p>Barry Hoffman moved onto ridership. Due to COVID, ridership is still down, 1300 is about the average a month, whereas 8000 was common in 2019. But in 2020, there was only 700 in one month, and so there is still an upward trend of ridership, despite the pandemic. He mentioned that the schools and employment are the</p>	
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	<p>real push to increase ridership in the future, as we come out of COVID times. Hal Brauner agreed. Hoffman said that we canceled ridership in morning service, and when it was brought back on, there was a bus driver that said riders didn't come back because those who use to ride found another way, and just because the bus is back, doesn't mean they will automatically come back because they have another way to get where they need to go.</p> <p>Mark Volmert asked to change the agenda to discuss the current government limitation on capacity. He said that if the colleges open and the governor doesn't remove the limit of capacity, the Loop will be in trouble meeting the ridership demand if we're looking at the same level of ridership prior to COVID. Hal Brauner asked if there has been mention of that changing, Volmert has not heard of any changes to this limitation. Hoffman said if it was up to the counties to decide, it would be nearly impossible to manage the difference because the Loop covers two different counties. A discussion was had between Volmert and Hoffman on the difficulties managing 100 riders in the morning commute with capacity limitations.</p> <p>Barry Hoffman said that is the current status of budget and ridership. He is trying to get some public outreach about the new services. The current struggle is getting qualified bus drivers. Hoffman expanded upon his difficulties with finding qualified drivers for the expanded service. The majority of applicants are from CTS, which just adds more pressure on Corvallis, and cannot start training them until July.</p> <p>Commissioner Pat Malone mentioned that the governor mentioned a big event in early September, and thus expects that there will be a relaxation of capacity by then, and is confident for the 70% statewide vaccination rate by the end of June. Sheldon Flom said</p>	
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	<p>that the college expects to have 50% of classes on campus, but still have options to do remote classes. LBCC did a survey of the students, and about 50% prefer to stay remote and the other 50% said they would like to go back into classrooms, and so the college is preparing to make that adjustment permanently. Barry Hoffman said that will still increase ridership from the current status, so that's still a good option.</p> <p>Nick Meltzer asked about writing a letting to the governor to help encourage relaxation of the capacity restrictions. Hal Brauner said every little bit helps. Commissioner Pat Malone agreed that the letter would be a good idea, and mentioned that it would help us with our year's planning to know as soon as possible to help plan routes. There was a discussion on how the Loop can protect drivers with the relaxed restrictions while also being able to ensure transit adjusts to the upcoming ridership demand in the region. There is still a mask mandate for public transit places, regardless of required distance space difference, which drivers expect riders to be combative when asked to wear a mask in the future.</p> <p>Barry Hoffman pointed out that ridership for students is still 0 because the Loop cannot count who is a student because riders board from the back still.</p>	
<p>5. Linn-Benton Loop Expansion and Marketing (3:42 pm)</p>	<p>Nick Meltzer said that the TAC meeting was very productive in the incentives and marketing ideas. "Ride the Loop, and Get a Scoop" as a marketing effort. The idea is to bring one of the new Loop buses on campus and show students how to ride the bus, to demystify riding the bus, and encourage people to download the Transit App and learn more about CWRide.org.</p> <p>Catherine Rohan added that the OSU and LBCC students are easier to outreach because they have central locations. For</p>	

	<p>people who are not students, physical signs in pedestrian locations and popular bus stop locations, along with social media outreach. Targeting service providers in the area is another option as well. The plan will go out to the TAC for review</p> <p>Commissioner Pat Malone said that he asked someone who was riding the bus about their needs. Malone said that low-income folks are in need of reliable transportation, and that showing how people to do it, as the first time is the hardest, is a great idea. Connecting with other people who are not just students would be a good option as well to show that the service is back. Barry Hoffman said that he appreciates this conversation. He mentioned that another goal is to demystify the bus driver. That the bus driver is someone riders can ask questions and break that ice, to have a friendly driver experience. Commissioner Malone said that some type of campaign showcasing friendly drivers would help with that goal.</p>	
<p>6. Loop Member Binders (3:49 pm)</p>	<p>Nick Meltzer said that according to the last meeting, the suggestion of Loop binders was well received. There is a digital version of the binders online through the Loop website right now, but physical binders are available upon request. Meltzer walked through the documents that are in the binders.</p> <p>Hal Brauner said he doesn't need a paper copy, and is content having the documents remain digital until requested. Several others agreed with that statement. Barry Hoffman said that he is grateful for Steve and the COG for putting the documents together as it is a fantastic resource.</p>	<p><b>Informational discussion only.</b></p>
<p>7. Other Business: Historical 5307 Funds Update, New Loop bus open house, &amp; August meeting</p>	<p>Nick Meltzer recapped the discussion from the last Board meeting. He said that the staff is still putting documents together for the Board.</p>	<p><b>Informational discussion only.</b></p>

(3:55 pm)	<p>Nick Meltzer discussed the open house and August's meeting. The open house will allow the TAC and the Board to look at the new buses, or the August meeting could be at the new bus barn. Barry Hoffman said that if that is something the Board wants to do, since the Board is a small group and inside the bus is climate controlled, so it would be comfortable, but the bus barn itself would be loud and difficult to have a full meeting. Hal Brauner said it would be neat to have a light agenda in August and to have an open house. Commissioner Pat Malone would like to see the bus barn and the logistics aren't too challenging to meet on the bus for us to go for a ride. He said that it would be nice to have a real conversation and take some pictures of the new buses and the bus barn. Mark Volmert said to give a call to Alex Paul and to bring a photographer from the Albany Democrat-Herald to reach the general public.</p> <p>Mark Volmert brought up the 3 godfathers of the Loop and wants to add a plaque to honor Ralph Reed and Robert Lowry onto the side of a Loop bus. Commissioner Pat Malone said that the advantage of honoring people like that is to understand the history and the challenges and commitment of running this service for so long. Barry Hoffman said if that is agreed upon, he will need to explore some local graphic designer. Volmert said that we should ask the family to confirm that this acceptable course of action. Hoffman will proceed with this idea and will report back if there are any difficulties.</p> <p>August 31<sup>st</sup> is the date of the next Board meeting and Staff will send out a detailed invite with more instructions for the Board to ride the Loop and to see the bus barn.</p>	
8. Adjournment	Commissioner Pat Malone adjourned the meeting at 4:06 pm.	<b>Meeting adjourned at 4:06 pm.</b>



# MEMORANDUM

## Linn Benton Loop

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Attachment B

**Date:** August 20, 2021  
**To:** Linn Benton Loop Board  
**From:** Nick Meltzer, Loop Staff and Catherine Rohan, Loop TAC Chair and Loop Staff  
**Re:** Historical 5307 Funds

### Background

At the March 23<sup>rd</sup> Linn Benton Loop Board meeting, staff discussed historical carryover, allocation, and spending down of Federal Transit Administration (FTA) 5307 funds. During the meeting, the Loop Board directed Loop staff and the Technical Advisory Committee (TAC) to provide a more thorough overview of the historical fund drawdown, as well as a more detailed explanation on how the carryover 5307 funds grew to such a high level.

This document attempts to further clarify the Loop's historical 5307 fund and the buildup of the available operating funding in the FTA account. Information in this memo was compiled from Loop financial documents and correspondence with City of Albany staff.

### Overview of Loop Funding

The Linn Benton Loop is funded through a combination of local contributions, FTA 5307 funds, fare revenue, and Special Transportation Fund/Statewide Transportation Improvement Fund funding. The Albany Area Metropolitan Planning Organization (AAMPO) and the Corvallis Area Metropolitan Planning Organization (CAMPO) enable the region to access 5307 funds by designating fund recipients. Once designated, recipients receive 5307 funding from the Federal Transit Administration (FTA), not the MPO, by requesting reimbursement of funds spent on qualified expenses.

Corvallis, operating Corvallis Transit System (CTS), is CAMPO's designated recipient and Albany, operating Albany Transit System (ATS), is AAMPO's designated recipient. In this sense, it is CTS and ATS that set aside 5307 funds for Loop operations. Note that CTS must annually submit a letter to the Oregon Governor's office requesting a portion of CTS's 5307 be designated to the City of Albany for the purpose of Loop operations and maintenance. Most (usually 80%) of the contributed 5307 funds are used for operations expenses, a small portion are used for preventative maintenance. See Table 1 for an exact breakdown of 5307 allocation dating back to 2014, when AAMPO and CAMPO began contributing 5307 funds to the Loop.

As the total 5307 allotment towards metropolitan regions increases over time to account for inflation and population growth, CTS and ATS also increase their 5307 contributions each year. Note, the amounts listed in the *Actual 5307 Grant Amount* row in Table 1 represents an equal amount contributed by each transit agency. Or, in other words, each agency contributed half the *Actual 5307 Grant Amount*.



The Linn Benton Loop TAC and Board are staffed in-kind by the Albany Area MPO and Corvallis Area MPO

**Table 1: Historical 5307 Operations and Preventative Maintenance Breakdown**

	YEAR							
	2014	2015	2016	2017	2018	2019	2020	2021
<b>Actual 5307 Grant amount</b>	<b>\$250,000</b>	<b>\$278,600</b>	<b>\$300,000</b>	<b>\$307,860</b>	<b>\$316,200</b>	<b>\$324,480</b>	<b>\$397,200</b>	<b>\$342,200</b>
5307 Operations	\$228,400	\$251,600	\$264,000	\$271,860	\$280,200	\$288,480	\$365,200	\$293,500
5307 Preventative Maintenance	\$21,600	\$27,000	\$36,000	\$36,000	\$36,000	\$36,000	\$32,000	\$48,700
	\$250,000	\$278,600	\$300,000	\$307,860	\$316,200	\$324,480	\$397,200	\$342,200

As with most federal funding, there are rules and limitations on how 5307 funds can be spent. Most importantly, 5307 funds are reimbursement based. This means local funding (non-federal) must be expended first and *then* federal funds can reimburse *most* expenses. 5307 operations funds have a 50/50 match, meaning that for every \$100 of local funds spent on reimbursement-eligible Loop operations, the Loop receives \$50 in 5307 funds (50% of the total expenditure). 5307 preventative maintenance funds have an 80/20 match, meaning that for every \$100 of local funds spent on reimbursement-eligible Loop preventative maintenance, the Loop receives \$80 in 5307 funds (80% of the total expenditure). It is important to note that not all expenses are eligible for 5307 reimbursement, these expenses are paid by local funds only.

5307 funding is disbursed by FTA to designated recipients after eligible expenses are submitted. This means that while ATS and CTS allocate 5307 funds each year, it is not a direct transfer of money. Each agency communicates to FTA how much of their annual allotment they are contributing towards the Loop, and the FTA designates these dollar amounts as allocated toward their assigned purpose (Loop operations or Loop preventative maintenance) in separate accounts. Funds are drawn down from the FTA account quarterly, when the City of Albany, as the Loop operator, submits a reimbursement request.

The Federal Transit Administration allows transit agencies to carry over unused 5307 funds into subsequent years, generally for up to five years. This means that the total 5307 funds available for drawdown each year can be more than that year's contribution by ATS and CTS.

### Historical 5307 Funding

CAMPO, AAMPO, and their designated recipients have contributed 5307 funds to the Loop since the inception of the Loop Board in 2014. Table 2 details these yearly contributions (referred to as "grants" by public transportation professionals).

**Table 2: Historical 5307 Funds**

	YEAR							
	2014	2015	2016	2017	2018	2019	2020	2021
ATS Estimated 5307 Grant amount	\$250,000	\$278,600	\$294,600	\$307,800	\$316,200	\$324,500	\$333,200	
<b>Actual 5307 Grant amount</b>	<b>\$250,000</b>	<b>\$278,600</b>	<b>\$300,000</b>	<b>\$307,860</b>	<b>\$316,200</b>	<b>\$324,480</b>	<b>\$397,200</b>	
<b>Annual Captured 5307 funds</b>	<b>\$206,080</b>	<b>\$188,285</b>	<b>\$205,909</b>	<b>\$210,759</b>	<b>\$107,963</b>	<b>\$183,736</b>	<b>\$293,336</b>	
Annual Uncaptured 5307 funds	\$43,920	\$90,315	\$94,091	\$97,101	\$208,237	\$140,744	\$103,864	
Money in grant/s at YEAR END	2014 Grant	\$43,920	Closed	Closed	Closed	Closed	Closed	Closed
	2015 Grant	0	\$134,235	Closed	Closed	Closed	Closed	Closed
	2016 Grant	0	0	\$228,326	\$17,567	Closed	Closed	Closed
	2017 Grant	0	0	0	\$307,860	\$217,464	\$33,728	Closed
	2018 Grant	0	0	0	0	\$316,200	\$316,200	\$56,592
	2019 Grant	0	0	0	0	0	\$324,480	\$324,480
	2020 Grant	0	0	0	0	0	0	\$397,200
	<b>Sum open grants/uncaptured 5307</b>	<b>\$43,920</b>	<b>\$134,235</b>	<b>\$228,326</b>	<b>\$325,427</b>	<b>\$533,664</b>	<b>\$674,408</b>	<b>\$778,272</b>

As can be seen in the *Annual Uncaptured 5307 funds* row in Table 2, there have been years in which the Loop did not capture the total 5307 grant amount for that year. Note that uncaptured 5307 funds were not discussed with the TAC or Board during past budget reviews. Since 2014, the Loop has consistently rolled over portions of prior years' grants. While maintaining some uncaptured 5307 funds as a cushion against unknown federal funding fluctuations is beneficial, the Loop's cumulative uncaptured 5307 funds are in excess of Albany staff's comfortable cushion suggestion of \$225,000 (approximately nine months of reimbursement). While the Loop drew down as much 5307 funding as possible each year, they are limited in their reimbursable amount by local partner contributions. As discussed above, local funds must be spent in order to receive federal reimbursement, so there is a limit to how much can be drawn down each year.

### Recognizing 5307 Fund Buildup

An inquiry by Linn County in the spring of 2020 prompted Albany staff to review historical 5307 contributions and drawdowns. When Albany staff initially communicated the buildup of 5307 funds to the TAC, there was some surprise and concern regarding how the buildup came to exist since Albany staff consistently informed the TAC that year end budgets were balanced. This illustrates the differences between 5307 funds and City of Albany budgets, which are separate documents. City of Albany budgets include that year's 5307 grant amounts, but do not include uncaptured 5307 fund amounts from prior years. 5307 funds are not a part of the City of Albany budget but exist in an account at the FTA.

As seen in Table 2, the Loop has consistently captured a smaller amount of 5307 funds than have been made available by the grant, resulting in the buildup of 5307 funds available to be drawn down at the FTA. Understanding that the Loop has not drawn down the entirety of 5307 funds initially budgeted each year, raises the question of how the Loop has bridged this "budget gap". Table 3, below, summarizes budgeted and actual Loop expenditures and revenues. As seen in Table 3, the Loop has consistently overestimated the amount of expenditures and revenues each year, allowing them to draw down less 5307 funds (a revenue source). It is important to reiterate that 5307 funds are reimbursement based, so the less funds expended by the Loop (expenses) the less 5307 funds are drawn down (revenue).

It is also important to note that some overestimation in the budget is intentional. As a general rule during the annual creation of budgets for all City of Albany programs, revenues are budgeted conservatively and expenditures are typically overestimated in order to provide enough funding for more volatile items like fuel charges and vehicle maintenance.

**Table 3: Summary of budgeted and actual Loop expenditures and revenues**

	2014	2015	2016	2017	2018	2019	2020
Budgeted expenditures & revenues	\$951,500	\$1,039,000	\$673,300	\$1,103,900	\$1,120,800	\$675,900	\$700,600
5307 grant revenue	\$206,080	\$188,285	205,909	\$210,759	\$107,963	\$183,736	\$293,366
Other Loop revenue	\$443,306	\$795,512	\$407,592	\$392,980	\$772,279	\$317,355	\$274,636
Total actual revenues	\$649,386	\$983,797	\$613,501	\$603,739	\$880,243	\$501,091	\$568,002
Total actual expenditures	\$494,914	\$899,224	\$533,552	\$566,744	\$986,310	\$554,880	\$561,221
Actual revenue less actual expenditures	\$154,472*	\$84,573	\$79,949	\$36,995	\$(106,067)	\$(53,789)	\$6,781

\*Note that year end balances are carried over to the next year

Even with an understating of the City of Albany's budget overestimations, particular years in Table 3 stand out. These include 2014 and 2017, when budgeted expenditures and revenues were considerably higher than actual expenditures and revenues, and 2018, when 5307 grant revenue dropped to a low of \$107,963. Finances for these years are expanded upon below.

- 2014 – Budgeted revenues and expenditures were much higher than actual, due to the need to budget for a bus replacement of \$380,000, that didn't occur until FY 15. In order to place an order for a bus, which typically takes 18 months to receive off the production line, the Loop is required to budget for this purchase in the prior fiscal year to create a purchase order for the vendor and encumber the funds.
- 2017 – Budgeted revenues and expenditures were much higher than actual, due to the need to budget for a bus replacement of \$420,000, that didn't occur until FY 18. In order to place an order for a bus, which typically takes 18 months to receive off the production line, the Loop required to budget for this purchase in the prior fiscal year to create a purchase order for the vendor and encumber the funds.
- 2018 – During the process of preparing for the initial FTA triennial review for 5307 funds, it was determined that wages and benefits for the Transportation Superintendent position were an ineligible expense. A refund of 5307 funds back to FY 14 was initiated, when these costs were first reimbursed.

### **Next Steps**

**Future reporting of funds:** Once Albany staff and the Loop TAC recognized the buildup of 5307 operating funds, Albany staff agreed to report out on 5307 contributions and drawdowns annually. In addition, Albany will provide year-to-date expenditure reports for the Loop TAC and Board at each meeting, supplementing the quarterly reports Albany staff already provides. The year-to-date expenditure reports more clearly show the total 5307 funds captured and allow for easier comparison to the total 5307 grant amount. The annual discussion on existing 5307 amounts will correlate with the annual contributions by ATS and CTS.

**FY22 & FY23 5307 contributions:** The 5307 contribution from CTS and ATS (CAMPO and AAMPO) for FY 2022 and 2023 will be designated to capital projects in the STIP, and therefore the operation of the Loop will draw down from the historical buildup of 5307 funding. The capital projects that are likely to be pursued include the following.

- Purchase of replacement buses for the Loop
- Albany Transit Operations Facility project, where Loop buses will be housed and maintained
- Transit hub project at LBCC

### **Discussion**

Staff requests whether the Linn Benton Loop Board is satisfied with this historical information or requests more information. The TAC made two motions to this effect, which are provided in a separate memo.

# MEMORANDUM

## Linn Benton Loop

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Attachment C1

**Date:** August 10, 2021  
**To:** Linn-Benton Loop Board  
**From:** Catherine Rohan, Loop TAC Chair  
**Re:** Motions from 8/3/21 Loop TAC meeting

This memo contains information about two motions passed as the Linn-Benton Loop's August 3<sup>rd</sup> Technical Advisory Committee (TAC) meeting. Both motions are related to Loop finances and fiscal policy.

### Action Requested

The Loop TAC requests that the Board review and consider the following two motions. Albany Transit System (ATS) will be present at the August 31<sup>st</sup> Board meeting to take any additional questions.

### 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.

### Additional Context (provided by Mark Volmert)

Motion 1: The intent of this motion is to provide a comprehensive report on the seven financial reports (FY 2014 through FY 2020) that were sent by ATS plus FY 2021. This review, coupled with the information previously forwarded regarding Section 5307 grant amounts and draw downs, will provide all partners with a comprehensive understanding of the financial status of the Linn-Benton Loop. This will set the foundation for future TAC and Board review of budgets and other decisions including service levels.

Motion 2: The intent of this motion is to ensure there is a clear understanding in the future about the financial status of the Linn-Benton Loop; and the confusion we have discussed during the past seven months is avoided. There was confusion at the TAC's August 3<sup>rd</sup> meeting about whether Albany currently has written policies (and written procedures and reporting requirements); and the last time they were updated.



The Linn Benton Loop TAC and Board are staffed in-kind by the Albany Area MPO and Corvallis Area MPO



# MEMO

**TO:** Linn-Benton Loop Technical Advisory Committee and Linn-Benton Loop Governing Board

**VIA:** Barry Hoffman, Transit Manager

**DATE:** August 20, 2021, for the August 31, 2021, Linn-Benton Loop Governing Board Meeting

**SUBJECT:** Response to Motion 2 made at the Loop TAC meeting on 8.3.21

## Action Requested:

Information only, no action required.

## Discussion:

At the Linn Benton Loop TAC meeting on 8.3.21 the following motion was passed:

### 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.

The City of Albany recognizes the responsibility, as the operator of the Linn-Benton Loop, and the receiver of local, state, and federal funds, of managing its finances in accordance with federal, state, and local rules, policies and best practices. Albany is audited annually and because of the large dollar amounts received in the form of grants, Albany's public transit programs are specifically audited every year. As a recipient of FTA 5307 funding, Albany is also subject to the FTA Triennial Review process. This is an evaluation of all of the city's responsibilities and obligations under FTA rules.

The city's finance department produces an annual Comprehensive Annual Financial Report (CAFR) as required by law. The CAFR is available on the city's website at <https://www.cityofalbany.net/finance>. Each CAFR includes the audit report for that fiscal year. These reports are available to the public to review at any time. In addition to the audit and production of the CAFR, the city finance department annually reviews its financial policies and updates them as necessary.

The table below is the financial management and capacity requirements at each FTA triennial review. The basic requirement is stated, and the required documents are submitted by the city and reviewed by the FTA:

## 1. FINANCIAL MANAGEMENT AND CAPACITY

**BASIC REQUIREMENT:** The recipient must have: financial policies and procedures; an organizational structure that defines, assigns and delegates authority; and financial management systems in place to match, manage, and charge only allowable cost to the award. The recipient must conduct a single audit and provide financial oversight of subrecipients.

Required Documents	City Documents Provided
a. Financial statements or comprehensive annual financial reports for the past three years	Last three years completed CAFR's
b. Financial policies and procedures	city of Albany Financial Policies
c. Organizational chart	Org chart
d. Position and job descriptions for award related personnel	JD-Paratransit Services Supervisor JD-Transit Programs Supervisor JD-Transit Operator JD-PW_Comm Dev Business Manager JD- Transit Manager
e. Most recent variance report(s) demonstrating that budget/actual comparisons are completed for awards	Variance Reports for ATS, LOOP and Paratransit budgets
f. Financial plan projecting revenues and expenses for the next three years (or longer), including the assumptions and notes to the financial plan	Financial plan outlook - 3 yr
g. Operating and capital budgets for the past three years	Past Three year budgets for Transit Programs
h. Listing of local or state legislation, with sunset provisions, impacting transit funding	Local State legislation
i. State/transportation improvement program (S/TIP)	Current Oregon STIP
j. Annual budget to actual reconciliation reports for the review period	Budget Reconciliation Reports

The City has reviewed these financial documents and other internal documents as requested by the Loop TAC. The next opportunity for a comprehensive independent evaluation of city and Albany Transit financial policies and practices will be during the next FTA triennial review. Albany's FTA triennial review was postponed from 2020-2021 to 2021-2022 due to Covid-19. We anticipate gathering documentation requested by the FTA in the winter of 2021-2022 in preparation for our next FTA triennial review in 2022.

### Options Moving Forward

City staff has discussed the 5307 Operating Fund Balance issue with the Loop TAC and Board. We believe we now have clear direction to address the 5307 fund balance issue moving forward.

AAMPO and CAMPO will continue to contribute 5307 funds to the Loop. For the next few years these funds will be directed to *capital* projects. The existing 5307 *operating* fund balance will be drawn down from oldest operating grant to newest until such time as an “acceptable” fund balance is achieved. The city will report quarterly, year to date, and annual city of Albany Loop budget revenues and expenditures to the TAC and Board. In addition, the 5307 existing operating fund balances will be reported on as we draw down. AAMPO and CAMPO will resume placing funding into the 5307 *operating* account at a time that is determined to be appropriate based on available funding in a future year.

The city of Albany recognizes the confusion in past years between budgeted 5307 operating funds, and actual 5307 operating reimbursement funds received. We have changed our practice in the current and future budget documents to show the anticipated revenue based on the anticipated eligible expenditures for each fiscal year.

### Future Discussion

Albany staff anticipates having additional discussions with the Loop TAC and Board concerning what (if any) 5307 operating funding should be kept in reserve contingency at FTA as a buffer to any fiscal issue that may arise in the future.



# MEMORANDUM



## Linn Benton Loop

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**Date:** August 17, 2021  
**To:** Linn-Benton Loop Board  
**From:** Catherine Rohan, Loop Chair & AAMPO Staff  
**Re:** Draft Loop Expansion Marketing

At the August 3<sup>rd</sup> Linn Benton Loop TAC meeting, TAC members continued to discuss how to market the Loop's forthcoming service expansion to new and existing Loop riders. Most notably, the TAC discussed a soft rollout of the expansion to students beginning September 27<sup>th</sup>, with a promotion of the expansion to the general public to happen at a later date. The TAC also discussed a "fareless" start to expanded service. Both of these items are addressed on page 6 of this memo. The rest of the marketing memo seen here has been updated to reflect TAC input from the August 3<sup>rd</sup> meeting.

### Overview of market strategy

The Loop will be expanding service in early Fall 2021, utilizing two new buses that will increase the daily weekday number of trips between Albany and Corvallis. While the service expansion is exciting to transit providers, current and future riders will likely not react to the expansion with the same level of enthusiasm. New riders, in particular, won't recognize the expansion, having never taken The Loop pre-expansion. Existing riders will generally continue to ride as they have, but will likely appreciate the added flexibility additional trips provide, even if they never use them. For these reasons, staff suggest marketing The Loop *service* and not The Loop *expansion*.

To that end, staff identified the following key tenants to Loop *service* that riders are interested in:

- Service location: Where can I go?
- Service frequency: When can I go?
- Service cost: How much does it cost?
- Service transparency & ease of use
  - Where is my bus?
  - When will my bus will arrive?
  - Can I buy a ticket?

These tenants are incorporated into all Loop service marketing efforts. Marketing efforts fall into one of three categories; 1) electronic communication, 2) physical signs, and 3) in-person events. Some of these efforts are geared towards students while others are broader, targeting all current and future transit riders. Each category is expanded upon below.

### Electronic Communication

Electronic communication includes online news stories, newsletters, and social media like Instagram and Facebook.

**Social Media:** Staff propose to create a simple social media post like the ones below to be used on Instagram and Facebook. Posts can be geared towards the general public or LBCC and OSU students. The post will be shared with organizations, identified [HERE](#), via email with suggested text to include in the post (to be included on Facebook and Instagram).



The Linn Benton Loop TAC and Policy Board are staffed in-kind by the Albany Area MPO and Corvallis Area MPO

**Newsletters and Online News Stories:** Identified organization with newsletters or list serves can also be asked to share expansion information via those outlets. Similarly, ATS staff have offered to write out a news story to be shared with the local newspapers, listed below. A photo of a new Loop bus and Loop Board members is recommended to accompany the news story. Alex Paul, Linn County's Communications Officer, is a noted contact.

Newspapers to send news story to

- [Corvallis Gazette-Times](#)
- [Albany Democrat Herald](#)
- [Sweet Home New ERA](#)
- [Lebanon Express](#)

Many cities, counties, and community service providers have e-newsletters and social media followings. Unfortunately not all organizations may want to post on behalf of The Loop. For this reason, staff suggest that the requests come from the Loop partner (ATS, CTS, LBCC, and OSU) most closely tied to the identified organizations.

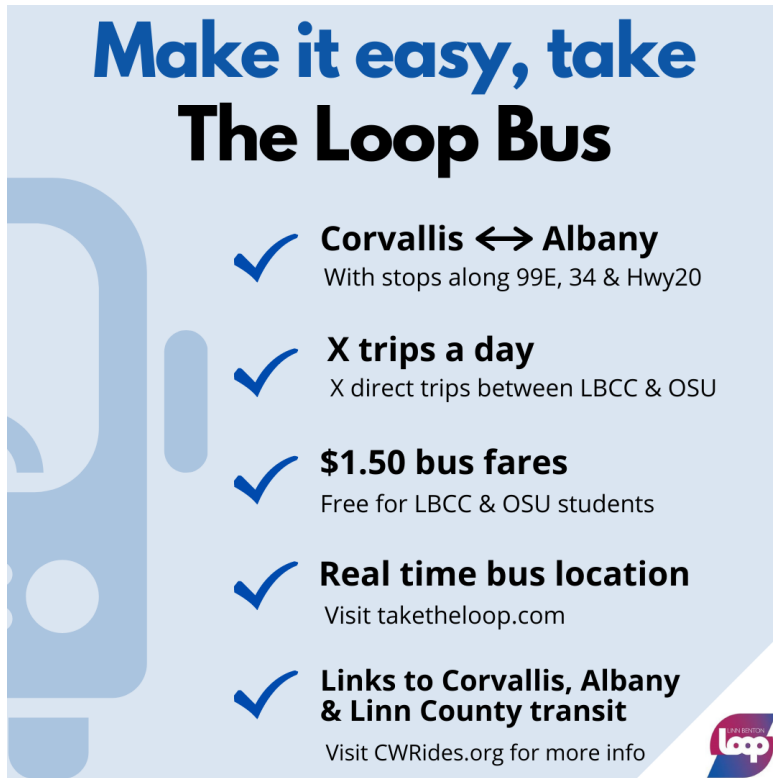
**Estimated cost:** None

**Image 1: Example social media post for general audience, four and five point options**

**Make it easy, take  
The Loop Bus**

- Corvallis ↔ Albany**  
With stops along 99E, 34 & Hwy20
- X trips a day**  
X direct trips between LBCC & OSU
- \$1.50 bus fares**  
Free for LBCC & OSU students
- Real time bus location**  
taketheloop.com





# Make it easy, take The Loop Bus

- ✓ **Corvallis ↔ Albany**  
With stops along 99E, 34 & Hwy20
- ✓ **X trips a day**  
X direct trips between LBCC & OSU
- ✓ **\$1.50 bus fares**  
Free for LBCC & OSU students
- ✓ **Real time bus location**  
Visit [taketheloop.com](http://taketheloop.com)
- ✓ **Links to Corvallis, Albany & Linn County transit**  
Visit [CWRides.org](http://CWRides.org) for more info




Image 2: Example social media post for general audience, four and five point options



# Make it *easy*, take The Loop Bus

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With stops along 99E, 34 & Hwy20
- ✓ **X trips a day**  
X direct trips between LBCC & OSU
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- ✓ **Links to Corvallis, Albany & Linn County transit**  
Visit [CWRides.org](http://CWRides.org) for more info







Image 3: Example social media post for student audience, multi options

# Make it *easy*, take The Loop Bus

- ✓ **Free for students**  
With LBCC & OSU student ID cards
- ✓ **OSU ↔ LBCC**  
X direct trips between LBCC & OSU  
Y trips between Albany and Corvallis
- ✓ **Real time bus location**  
[taketheloop.com](http://taketheloop.com)
- ✓ **For regional transit visit**  
[CWRide.org](http://CWRide.org)



# Make it easy, take The Loop Bus

-  **FREE for students**  
With LBCC & OSU student ID cards
-  **OSU ↔ LBCC**  
X direct trips between LBCC & OSU  
Y trips between Albany and Corvallis
-  **Real time bus location**  
Visit [taketheloop.com](http://taketheloop.com)
-  **Links to Corvallis, Albany  
& Linn County transit**  
Visit [CWRides.org](http://CWRides.org) for more info






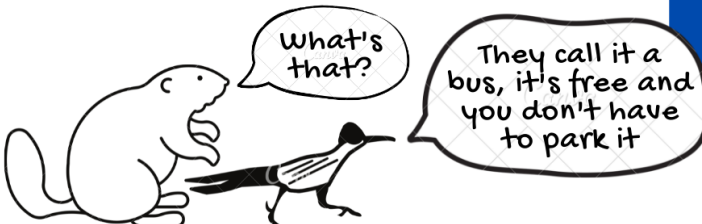


Image 4: Example social media post for student audience, three and four point options



## have you tried The Loop Bus?

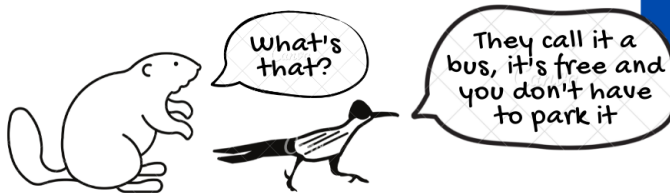
-  **FREE for students**  
With LBCC & OSU student ID cards
-  **OSU ↔ LBCC**  
X direct trips between LBCC & OSU  
Y trips between Albany and Corvallis
-  **Real time bus location**  
[taketheloop.com](http://taketheloop.com)





# have you tried The Loop Bus?

- ✓ **FREE for students**  
With LBCC & OSU student ID cards
- ✓ **OSU ↔ LBCC**  
X direct trips between LBCC & OSU  
Y trips between Albany and Corvallis
- ✓ **Real time bus location**  
Visit [taketheloop.com](http://taketheloop.com)
- ✓ **Links to Corvallis, Albany  
& Linn County transit**  
Visit [CWRides.org](http://CWRides.org) for more info



## Physical Signs

Physical signs include items such as table tents, materials in buses, and signs staked in the ground.

**Table tents:** [Table tents](#) are recommended at libraries, campus eateries, and other locations where people may stop and sit. Deploying table tents will require identification of appropriate locations, number of tents, and coordination with the location's staff regarding set up and take down of tents.

**Estimated cost:** \$2.25 per tent (with printing) x 60 tents = \$135

**Materials on buses:** Buses sometimes have space for advertisements, both inside of the bus (overhead) and outside of the bus. Deploying materials on buses will require coordination with ATS, CTS, the Beaver Bus, and the Linn Shuttle regarding their availability of space, the dimensions of available space, and any restrictions or policies they may have regarding advertising.

**Estimated cost:** Unknown, potentially high depending on the dimensions of advertisements, material of advertisements, and number of buses advertisements are included on.

**Staked signs:** Staked signs are double sided 24" x 18" yard signs with stakes that can be placed in the ground. A mock up is shown below. Note that the QR code in the upper right corner does not link to anything, but could link to the Loop website or the CWRide website. Staff recommend placing physical signs promoting The Loop around existing bus stops and at pedestrian heavy areas around The Loop


service area. Signs at CTS, ATS, Beaver Bus, and Linn Shuttle stops alert existing riders to a potential new route. The signs also have a “captured” audience as riders wait for their bus. Signs in pedestrian heavy areas will be seen by lots of people, though a limited number may stop to read the finer details. Physical signs can also be placed outside community organizations, though The Loop would need to obtain their permission to post a sign first.






A detailed list of sign locations will be needed so that; 1) we can order the correct number of signs and 2) we know where to collect signs from after marketing has concluded. Transit staff and TAC knowledge will be key when deciding which bus stops and other locations physical signs should be placed at.

**Estimated cost:** \$13/sign for 20 signs = \$260. Price per sign drops as order size increases.

**Image 5: Example yard sign, 24” x 18”, four and five point option**

**LOOP BUS!**



-  **Corvallis ↔ Albany**  
With stops along 99E, 34 & Hwy 20
-  **X trips a day**  
X direct trips between LBCC & OSU
-  **\$1.50 bus fares**  
Free for LBCC & OSU students
-  **Real time info & tickets**  
Visit [cwrideride.org](https://cwrideride.org) or scan the QR code 

The Linn-Benton Loop is operated by Albany Transit System, a division of the City of Albany. More information about The Loop can be found at <https://loop.cityofalbany.net/> or by calling (541) 917-7667.

# LOOP BUS!



## Corvallis ↔ Albany

With stops along 99E, 34 & Hwy 20



## X trips a day

X direct trips between LBCC & OSU




## \$1.50 bus fares

Free for LBCC & OSU students



## Real time info & tickets

Visit [cwride.org](https://cwride.org) or scan the QR code 



## Links to Corvallis, Albany & Linn County Transit



The Linn-Benton Loop is operated by Albany Transit System, a division of the City of Albany. More information about The Loop can be found at <https://loop.cityofalbany.net/> or by calling (541) 917-7667.



## In-person Events & Meetings

In-person events include both community wide events, such as Albany River Rhythms and the Corvallis Fall Festival, as well as smaller meetings like those held by Chambers of Commerce. The TAC has interest in both small and large in-person events, including the following.

### Small in-person meetings (note these may be virtual)

- Albany Chamber of Commerce meeting
- Corvallis Chamber of Commerce meeting
- Lebanon Chamber of Commerce meeting
- Sweet Home Chamber of Commerce meeting

### Large in-person events

- [Albany River Rhythms](#)
- [Albany Northwest Air and Arts Festival](#)
- [Albany Summer Sounds](#)
- [Albany Farmers Market](#)
- [Corvallis C3 Summer Concert Series](#)
- [Corvallis Fall Festival](#)
- [Corvallis Farmers Market](#)

While larger in-person events are currently limited, it is likely that they will resume in some capacity by the fall. A Loop specific in-person event would likely not draw many people, so coordinating timing with a larger event is recommended. Both OSU and LBCC hold new-student/welcome back to campus events in the fall that The Loop could partake in.



The TAC was particularly interested in coordinating with OSU and LBCC events given that The Loop traditionally serves a large student population. Members thought bringing a bus to an on-campus event would spark interest from students by providing them a low stress opportunity to get on and off the bus, chat with a bus driver, learn about the multi-county [CW Ride](#) site, learn about trip planning and real time bus locating in the [Transit](#) app, and discover how to buy (non-Loop) tickets through the [Token Transit](#) app. Having an incentive, like food, would likely increase students' interest in exploring the bus and transit options. A "Check out The Loop, get a scoop" ice-cream incentive is one suggestion, with students walking through the bus and downloading the Transit app in exchange for a scoop of ice-cream or popsicle (to be enjoyed off the bus).

**On-Campus event logistics:** At the May 4<sup>th</sup> Loop TAC meeting, Barry Hoffman suggested that he would be able to spare a bus for on-campus events but that finding a driver the staff the bus would be more difficult. Tim Bates said that he would be able to find someone to staff the bus if Barry was unable to. Ensuring the bus is parked near the event is also critical, staff suggest parking in a conspicuously "non-bus" space to signal to students that the bus is part of the event, and not simply on break or waiting to take off.

**Estimated cost:** Rough estimate of \$500 for a large cooler with dry ice and popsicles. Alternatively, coupons for a free ice cream at a local ice cream parlor could also be purchased and handed out. Coupons would be less cumbersome, but may not interest students as much as an on the spot incentive.

### Roll out of Expansion Marketing & Fareless Start

The TAC discussed both the roll out of expansion marketing and the potential for a fareless start to the expansion services at their August 3<sup>rd</sup> meeting.

Currently, ATS is aiming for expanded service to begin on September 27<sup>th</sup>. Marketing could begin at that time or a couple weeks before, since it is the Loop service that is being marketed, not the expansion in particular. It was noted by TAC members that the beginning of the school year has historically been a busy time for the Loop and to prevent overcrowding (of particular concern if the Loop is fareless), it may be prudent to limit the first round of Loop marketing to just students. Marketing of the Loop to the general public would come at a later date, with the added benefit of already having worked out any kinks in the expanded service.

The TAC also took up the idea of a fareless start to the expanded Loop service; currently the regular fare is \$1.50 for the approximately 25% of riders who are not affiliated with OSU, LBCC, or HP. The TAC weighed both the pros and cons to a fareless start, but ultimately decided to put off this decision given the uncertainty surrounding COVID.

### Next Steps

Next steps include moving forward with marketing geared towards LBCC and OSU students (general marketing to happen at a later date). Student marketing includes the following.

- Social media posts for LBCC and OSU
- Beaver Bus advertisements
- Table tents for campus eateries, libraries, and other common areas
- Coordination with LBCC and OSU regarding in-person events
  - [OSU Beaver Community Fair](#) – Friday, October 1<sup>st</sup>
  - LCBB Welcome Day – Wednesday, September 22<sup>nd</sup>

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FROM 2021 10 TO 2021 13

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
213 PUBLIC TRANSIT	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
<hr/>							
21340105 213 LINN-BENTON LOOP							
21340105 420035 FTA SECTION 5310 GRANT	-27,500	0	-27,500	-14,160.00	.00	-13,340.00	51.5%
21340105 420045 FTA SECTION 5307	-342,200	0	-342,200	-192,237.00	.00	-149,963.00	56.2%
21340105 428020 SPECIAL TRANSIT FUND: LINN	-24,000	0	-24,000	-11,520.00	.00	-12,480.00	48.0%
21340105 428025 SPECIAL TRANSIT FUND: BENT	-23,000	0	-23,000	-11,750.00	.00	-11,250.00	51.1%
21340105 428120 STIF - LINN COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428125 STIF - BENTON COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428130 STIF - DISCRETIONARY	-440,000	0	-440,000	.00	.00	-440,000.00	.0%
21340105 428200 LBCC PARTNERSHIP	-124,400	0	-124,400	.00	.00	-124,400.00	.0%
21340105 428205 OSU PARTNERSHIP	-124,400	0	-124,400	.00	.00	-124,400.00	.0%
21340105 435000 BUS FARES	-27,000	0	-27,000	.00	.00	-27,000.00	.0%
21340105 480100 INTEREST	-300	0	-300	-173.78	.00	-126.22	57.9%
21340105 492170 FROM: EQUIPMENT REPLACEMENT	0	0	0	-61,062.42	.00	61,062.42	.0%
21340105 499000 BEGINNING BAL: PRIOR PER A	0	0	0	-.44	.00	.44	.0%
21340105 499050 BEGINNING BALANCE	-8,300	0	-8,300	.44	.00	-8,300.44	.0%
21340105 510010 WAGES & SALARIES	252,200	0	252,200	30,970.96	.00	221,229.04	12.3%
21340105 520010 TEMPORARY EMPLOYEES	46,200	0	46,200	943.09	.00	45,256.91	2.0%
21340105 530010 OVERTIME	3,300	0	3,300	.00	.00	3,300.00	.0%
21340105 540050 UNEMPLOYMENT CLAIMS	800	0	800	8,310.27	-34.51	-7,475.76	%
21340105 560001 EMPLOYER MEDICAL	0	0	0	13,917.75	.00	-13,917.75	.0%
21340105 560005 EMPLOYER DENTAL	0	0	0	958.12	.00	-958.12	.0%
21340105 560008 EMPLOYER VISION	0	0	0	407.16	.00	-407.16	.0%
21340105 560010 EMPLOYER PAID BENEFITS	277,500	0	277,500	2,394.13	.00	275,105.87	.9%
21340105 560012 EMPLOYER PAID DEFERRED COM	0	0	0	202.29	.00	-202.29	.0%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	0	0	0	260.94	.00	-260.94	.0%
21340105 560016 EMPLOYER PAID WORKER'S COM	0	0	0	1,627.21	.00	-1,627.21	.0%
21340105 560018 EMPLOYER PAID OREGON WBF	0	0	0	11.45	.00	-11.45	.0%
21340105 560020 PERS	0	0	0	10,761.15	.00	-10,761.15	.0%
21340105 560030 HRA VEBA	0	0	0	3,000.00	.00	-3,000.00	.0%
21340105 600115 INSURANCE & BONDS	9,200	0	9,200	225.08	3,200.49	5,774.43	37.2%
21340105 600400 CONTRACTUAL SERVICES	500	0	500	10.20	186.02	303.78	39.2%
21340105 610005 ADVERTISING & PUBLICATIONS	0	0	0	.00	28.88	-28.88	.0%
21340105 610100 DUPLICATION & FAX	1,300	0	1,300	200.29	.00	1,099.71	15.4%
21340105 610405 MATERIALS & SUPPLIES	3,000	0	3,000	-3,845.19	3,306.77	3,538.42	17.9%
21340105 610545 PRINTING & BINDING	800	0	800	.00	.00	800.00	.0%
21340105 610750 UNIFORMS	500	0	500	.00	.00	500.00	.0%
21340105 610800 VEHICLE FUEL CHARGES	50,000	0	50,000	9,623.45	.00	40,376.55	19.2%
21340105 630005 NATURAL GAS	0	0	0	21.28	.00	-21.28	.0%
21340105 630010 TELEPHONE	0	0	0	82.40	.00	-82.40	.0%

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ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630400 WATER SERVICE	0	0	0	73.47	.00	-73.47	.0%
21340105 630405 SEWER SERVICE CHARGES	0	0	0	28.89	.00	-28.89	.0%
21340105 630410 STORMWATER SERVICE CHARGES	0	0	0	39.60	.00	-39.60	.0%
21340105 650015 MAINT: COMMUNICATION EQUIP	0	0	0	-1,102.65	.00	1,102.65	.0%
21340105 652800 SAFETY IMPROVEMENTS	0	0	0	-3,442.50	.00	3,442.50	.0%
21340105 653600 MAINT: VEHICLE	48,000	0	48,000	43,010.89	3,667.37	1,321.74	97.2%
21340105 660200 CS: CENTRAL SERVICE	41,600	0	41,600	10,399.97	.00	31,200.03	25.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	3,000	0	3,000	592.93	.00	2,407.07	19.8%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	0	200	28.83	.00	171.17	14.4%
21340105 662500 PW: ADMINISTRATION	35,100	0	35,100	2,473.23	.00	32,626.77	7.0%
21340105 665400 PHYSICAL EXAMS & MEDICALS	300	0	300	125.00	.00	175.00	41.7%
21340105 690000 RESERVE: OPERATING	27,600	0	27,600	.00	.00	27,600.00	.0%
21340105 700000 CAPITAL EQUIPMENT	880,000	0	880,000	171,513.42	-973,700.50	1,682,187.08	91.2%
TOTAL 213 LINN-BENTON LOOP	0	0	0	12,919.91	-963,345.48	950,425.57	.0%
TOTAL PUBLIC TRANSIT	0	0	0	12,919.91	-963,345.48	950,425.57	.0%
TOTAL REVENUES	-1,681,100	0	-1,681,100	-290,903.20	.00	-1,390,196.80	
TOTAL EXPENSES	1,681,100	0	1,681,100	303,823.11	-963,345.48	2,340,622.37	



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	12,919.91	-963,345.48	950,425.57	.0%



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REPORT OPTIONS

	Field #	Total	Page Break	
Sequence 1	1	Y	Y	From Yr/Per: 2021/10
Sequence 2	9	Y	N	To Yr/Per: 2021/13
Sequence 3	0	N	N	Budget Year: 2021
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: Y

Sort by JE # or PO #: J

Detail format option: 1

Multiyear view: D



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ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
<hr/>							
21340105 213 LINN-BENTON LOOP							
21340105 420035 FTA SECTION 5310 GRANT	-27,500	0	-27,500	-28,320.00	.00	820.00	103.0%
21340105 420045 FTA SECTION 5307	-342,200	0	-342,200	-301,199.00	.00	-41,001.00	88.0%
21340105 428020 SPECIAL TRANSIT FUND: LINN	-24,000	0	-24,000	-23,040.00	.00	-960.00	96.0%
21340105 428025 SPECIAL TRANSIT FUND: BENT	-23,000	0	-23,000	-29,375.00	.00	6,375.00	127.7%
21340105 428120 STIF - LINN COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428125 STIF - BENTON COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428130 STIF - DISCRETIONARY	-440,000	0	-440,000	.00	.00	-440,000.00	.0%
21340105 428200 LBCC PARTNERSHIP	-124,400	0	-124,400	-124,400.00	.00	.00	100.0%
21340105 428205 OSU PARTNERSHIP	-124,400	0	-124,400	-124,400.00	.00	.00	100.0%
21340105 435000 BUS FARES	-27,000	0	-27,000	-25.50	.00	-26,974.50	.1%
21340105 469015 MISCELLANEOUS REVENUE	0	0	0	-75.43	.00	75.43	.0%
21340105 480100 INTEREST	-300	0	-300	-452.25	.00	152.25	150.8%
21340105 492170 FROM: EQUIPMENT REPLACEMEN	0	0	0	-61,062.42	.00	61,062.42	.0%
21340105 499000 BEGINNING BAL: PRIOR PER A	0	0	0	-.44	.00	.44	.0%
21340105 499050 BEGINNING BALANCE	-8,300	0	-8,300	-6,781.25	.00	-1,518.75	81.7%
21340105 510010 WAGES & SALARIES	252,200	64,582	316,782	150,250.98	.00	166,530.56	47.4%
21340105 520010 TEMPORARY EMPLOYEES	46,200	8,821	55,021	4,970.05	.00	50,051.06	9.0%
21340105 530010 OVERTIME	3,300	-1,200	2,100	304.82	.00	1,795.30	14.5%
21340105 540050 UNEMPLOYMENT CLAIMS	800	129	929	8,337.51	.00	-7,408.78	897.7%
21340105 560001 EMPLOYER MEDICAL	0	-28,315	-28,315	56,249.26	.00	-84,563.82	198.7%
21340105 560005 EMPLOYER DENTAL	0	-2,180	-2,180	2,447.48	.00	-4,627.22	112.3%
21340105 560008 EMPLOYER VISION	0	-893	-893	1,633.61	.00	-2,526.78	182.9%
21340105 560010 EMPLOYER PAID BENEFITS	277,500	155,117	432,617	16,817.26	.00	415,800.04	3.9%
21340105 560012 EMPLOYER PAID DEFERRED COM	0	0	0	490.09	.00	-490.09	.0%
21340105 560014 EMPLOYER PAID LTD/LIFE/AD&	0	0	0	642.18	.00	-642.18	.0%
21340105 560016 EMPLOYER PAID WORKER'S COM	0	0	0	4,184.54	.00	-4,184.54	.0%
21340105 560018 EMPLOYER PAID OREGON WBF	0	0	0	28.15	.00	-28.15	.0%
21340105 560020 PERS	0	-27,465	-27,465	51,384.29	.00	-78,849.69	187.1%
21340105 560030 HRA VEBA	0	-8,910	-8,910	13,474.70	.00	-22,384.71	151.2%
21340105 600115 INSURANCE & BONDS	9,200	-471	8,729	8,391.94	3,200.49	-2,863.00	132.8%
21340105 600400 CONTRACTUAL SERVICES	500	-791	-291	3,072.67	762.01	-4,125.43	%
21340105 610005 ADVERTISING & PUBLICATIONS	0	0	0	.00	28.88	-28.88	.0%
21340105 610100 DUPLICATION & FAX	1,300	113	1,413	796.55	.00	616.76	56.4%
21340105 610405 MATERIALS & SUPPLIES	3,000	1,022	4,022	5,977.72	3,374.57	-5,330.28	232.5%
21340105 610425 MEMBERSHIPS & DUES	0	0	0	600.00	.00	-600.00	.0%
21340105 610545 PRINTING & BINDING	800	800	1,600	.00	.00	1,600.00	.0%
21340105 610750 UNIFORMS	500	351	851	.00	.00	850.80	.0%
21340105 610800 VEHICLE FUEL CHARGES	50,000	10,848	60,848	25,033.23	.00	35,814.66	41.1%

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FROM 2021 01 TO 2021 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
213 PUBLIC TRANSIT							
21340105 630005 NATURAL GAS	0	0	0	180.49	36.41	-216.90	.0%
21340105 630010 TELEPHONE	0	0	0	332.87	.00	-332.87	.0%
21340105 630400 WATER SERVICE	0	0	0	578.83	.00	-578.83	.0%
21340105 630405 SEWER SERVICE CHARGES	0	0	0	115.29	.00	-115.29	.0%
21340105 630410 STORMWATER SERVICE CHARGES	0	0	0	141.12	.00	-141.12	.0%
21340105 650015 MAINT: COMMUNICATION EQUIP	0	0	0	1,618.06	1,504.50	-3,122.56	.0%
21340105 652800 SAFETY IMPROVEMENTS	0	0	0	173.97	.00	-173.97	.0%
21340105 653600 MAINT: VEHICLE	48,000	-43,791	4,209	107,449.06	5,441.32	-108,680.97	%
21340105 660200 CS: CENTRAL SERVICE	41,600	0	41,600	41,600.00	.00	.00	100.0%
21340105 660400 CS: EQUIPMENT REPLACEMENT	3,000	0	3,000	3,000.00	.00	.00	100.0%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	32	232	128.42	.00	104.04	55.2%
21340105 662500 PW: ADMINISTRATION	35,100	3,353	38,453	23,491.22	.00	14,961.53	61.1%
21340105 665400 PHYSICAL EXAMS & MEDICALS	300	-74	226	385.00	.00	-159.00	170.4%
21340105 690000 RESERVE: OPERATING	27,600	0	27,600	.00	.00	27,600.00	.0%
21340105 700000 CAPITAL EQUIPMENT	880,000	0	880,000	171,513.42	.00	708,486.58	19.5%
TOTAL 213 LINN-BENTON LOOP	0	131,079	131,079	6,663.49	14,348.18	110,067.56	16.0%
TOTAL PUBLIC TRANSIT	0	131,079	131,079	6,663.49	14,348.18	110,067.56	16.0%
TOTAL REVENUES	-1,681,100	0	-1,681,100	-699,131.29	.00	-981,968.71	
TOTAL EXPENSES	1,681,100	131,079	1,812,179	705,794.78	14,348.18	1,092,036.27	



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City of Albany, OR  
FLEXIBLE PERIOD REPORT  
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FROM 2021 01 TO 2021 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	131,079	131,079	6,663.49	14,348.18	110,067.56	16.0%





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REPORT OPTIONS

Sequence	Field #	Total	Page Break	
Sequence 1	1	Y	Y	From Yr/Per: 2021/ 1
Sequence 2	9	Y	N	To Yr/Per: 2021/13
Sequence 3	0	N	N	Budget Year: 2021
Sequence 4	0	N	N	Print totals only: N

Report title:

FLEXIBLE PERIOD REPORT  
PP 06

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: Y

Sort by JE # or PO #: J

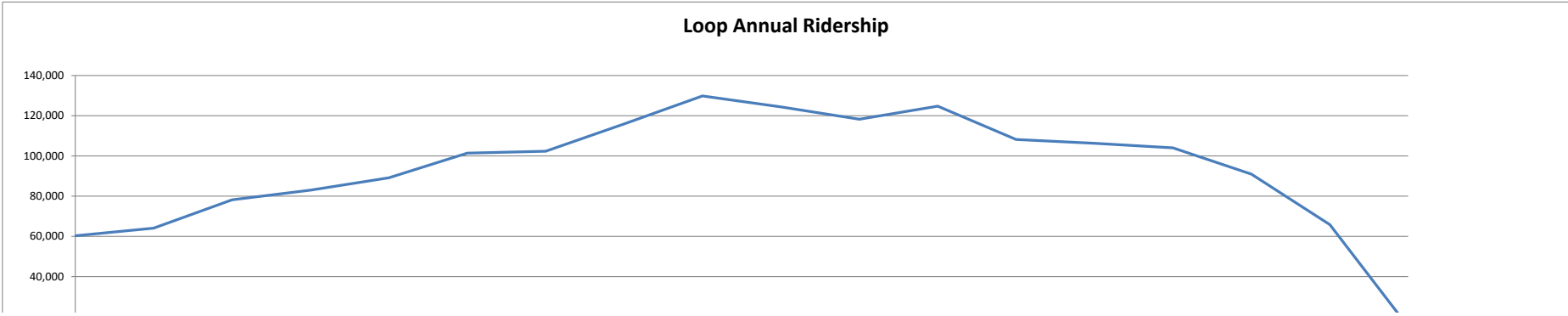
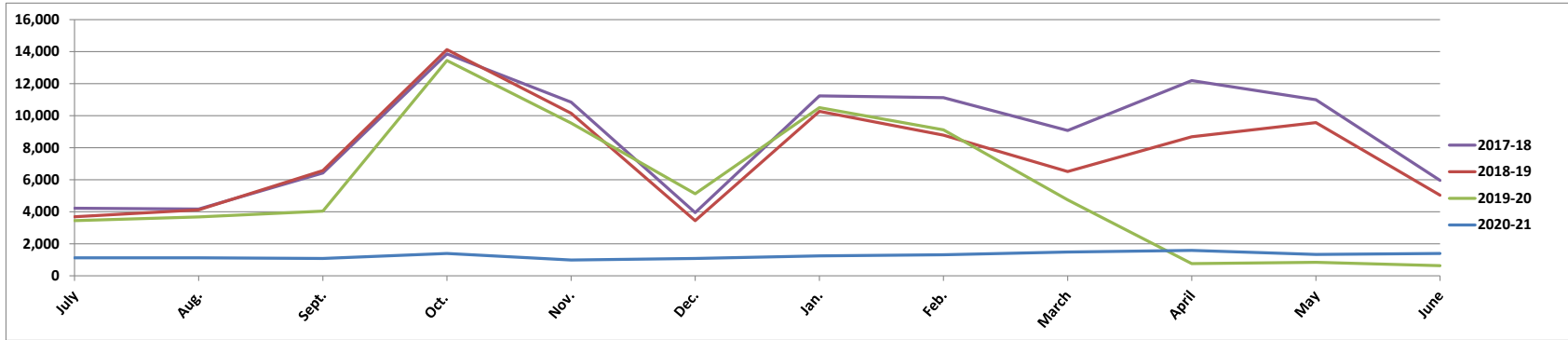
Detail format option: 1

Multiyear view: D

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	+/-	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	-2,329	67.5%
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	-2,559	69.5%
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	-2,949	73.1%
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	-12,049	89.6%
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	-8,553	89.7%
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	-4,047	78.9%
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	-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	-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	-25,919	75.2%

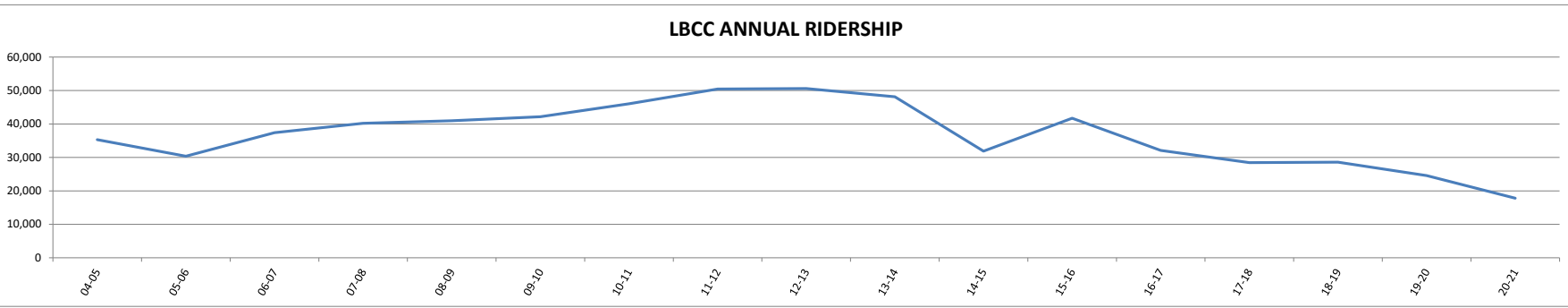
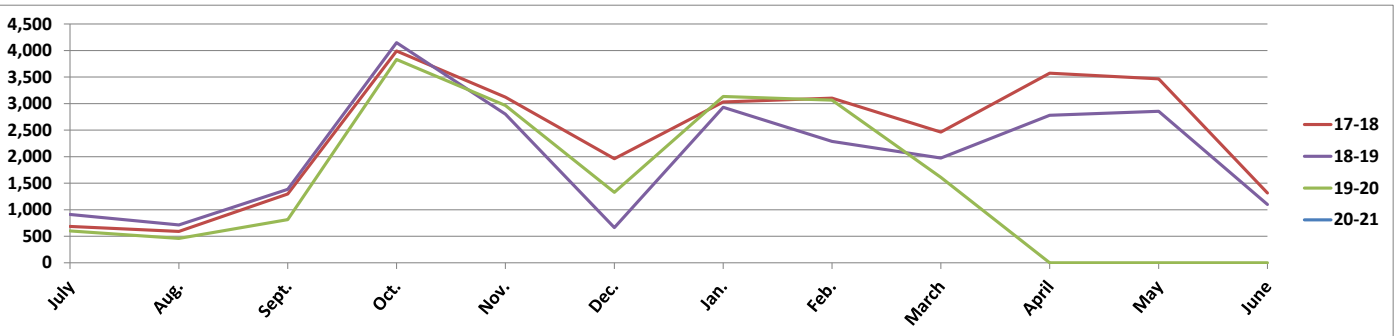
Morning/Evening commuter

Regular extended service began, Sept28



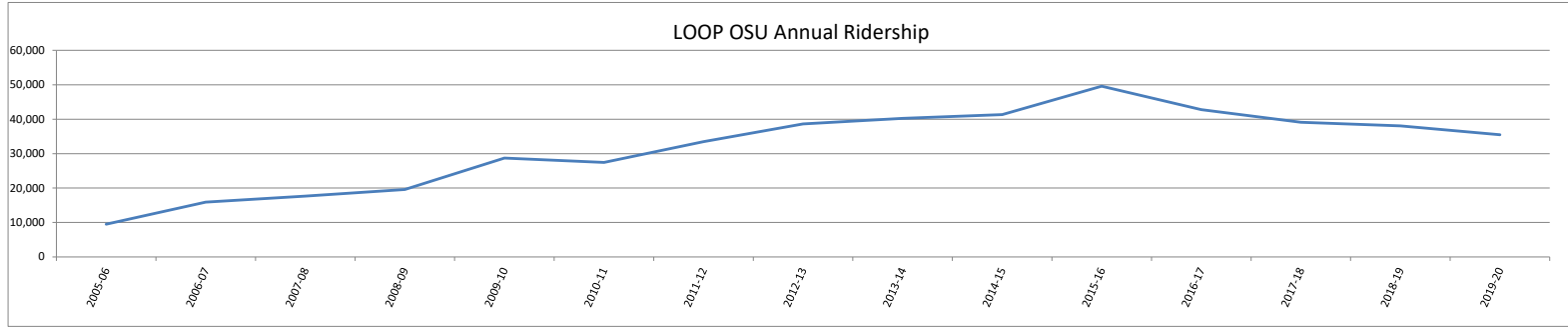
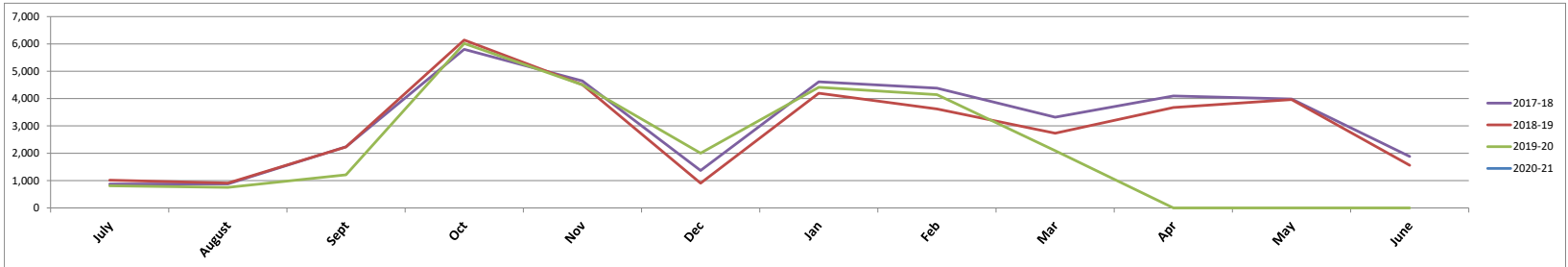
MONTH	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21	+/-	Ratio	
July	792	1,124	1,056	856	818	1,166	1,587	1,134	1,384	1,419	1,309	1,262	1,244	821	619	684	912	599	0	-599	0.0%	
Aug.	737	422	706	731	732	981	1,146	573	791	1,322	1,158	940	911	1,008	577	591	713	458	0	-458	0.0%	
Sept.	454	777	960	1,774	1,741	1,668	1,259	1,489	2,087	2,279	2,169	737	1,588	1,133	1,542	1,297	1,384	813	0	-813	0.0%	
Oct.	4,155	6,251	4,411	5,373	6,314	6,374	7,050	6,695	6,574	7,500	7,074	4,947	7,217	5,789	3,950	3,991	4,148	3,831	0	-3,831	0.0%	
Nov.	2,921	3,396	3,564	4,598	4,892	4,544	4,692	5,376	5,655	6,169	5,599	3,719	5,092	2,945	3,356	3,120	2,803	2,966	0	163	5.5%	
Dec.	1,326	1,706	1,071	1,175	1,151	773	2,135	1,873	1,746	1,521	1,114	1,489	2,547	1,297	1,076	1,962	663	1,329	0	666	50.1%	
Jan.	3,500	4,046	3,538	3,810	4,365	4,500	4,949	5,795	6,187	5,098	5,913	3,936	5,381	4,276	2,883	3,030	2,931	3,134	0	203	6.5%	
Feb.	3,290	4,190	3,366	4,342	4,719	4,582	4,467	5,150	5,143	5,746	5,836	2,983	4,678	3,043	4,164	3,103	2,288	3,065	0	777	25.4%	
March	2,407	3,320	2,877	3,456	3,569	3,253	3,441	4,250	4,675	4,426	4,036	2,489	3,613	3,448	2,379	2,464	1,974	1,610	0	-364	-22.6%	
April	4,205	4,419	3,826	4,248	4,772	5,350	5,121	5,855	7,049	6,234	6,063	3,788	4,973	4,348	3,037	3,573	2,779	0	0	-2,779	-28.6%	
May	3,689	3,954	3,658	4,998	4,857	4,962	4,188	5,443	6,512	6,174	5,574	3,549	2,946	2,902	3,290	3,465	2,856	0	0	-2,856	0.0%	
June	1,582	1,707	1,310	2,055	2,249	2,798	2,124	2,422	2,632	2,703	2,265	2,046	1,547	1,104	1,586	1,314	1,100	0	0	-1,100	0.0%	
<b>TOTAL</b>	<b>29,058</b>	<b>35,312</b>	<b>30,343</b>	<b>37,416</b>	<b>40,179</b>	<b>40,951</b>	<b>42,159</b>	<b>46,055</b>	<b>50,435</b>	<b>50,591</b>	<b>48,110</b>	<b>31,885</b>	<b>41,737</b>	<b>32,114</b>	<b>28,459</b>	<b>28,594</b>	<b>24,551</b>	<b>17,805</b>	<b>0</b>	<b>-6,746</b>	<b>-37.9%</b>	
Sat	0	0	0	0%	232	356	535	683	791	760	627	594	525	425	554	609	486	376	0	0	-110	-29.3%
<b>Grand Total</b>	<b>29,058</b>	<b>35,312</b>	<b>30,343</b>	<b>37,416</b>	<b>40,411</b>	<b>41,307</b>	<b>42,694</b>	<b>46,738</b>	<b>51,226</b>	<b>51,351</b>	<b>48,737</b>	<b>32,479</b>	<b>42,262</b>	<b>32,539</b>	<b>29,013</b>	<b>29,203</b>	<b>25,037</b>	<b>18,181</b>	<b>0</b>	<b>-6,856</b>	<b>-37.7%</b>	

5 days averaged; passes not counted during Try Transit Week.  
 Sept 2002: College classes began approximately 2 weeks later than usual.  
 July 2003: Cut 4 runs.  
 Jan. 2004: 2 snow days + MLK day.



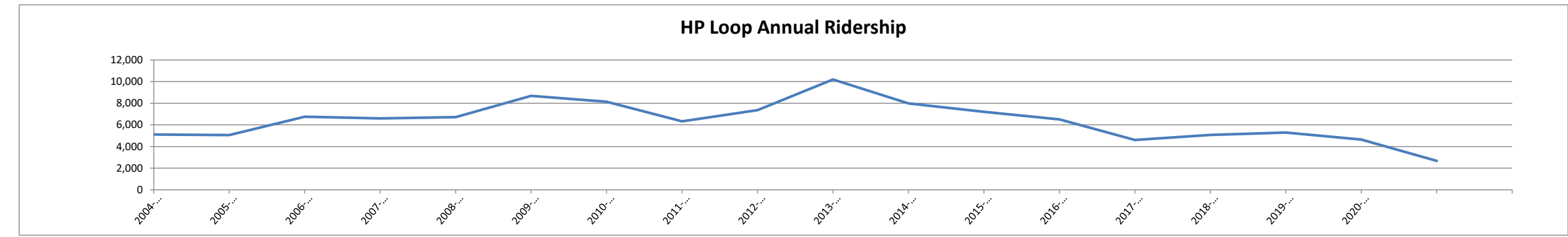
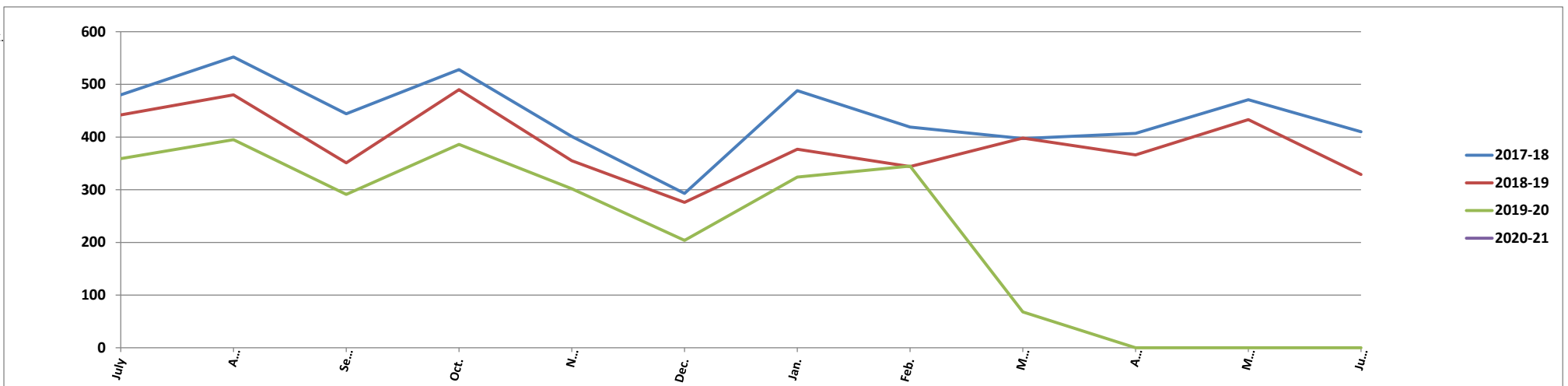
MONTH	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	20-21	+/-	Ratio
July	153	467	1,126	849	1,786	1,001	837	1,301	1,652	1,783	1,826	1,366	970	873	1,017	810	0	-810	#DIV/0!
August	564	590	854	869	1,262	862	849	1,390	1,582	1,439	1,337	1,202	988	880	909	750	0	-159	-21.2%
Sept	532	1,007	1,171	1,089	1,217	1,191	1,685	2,250	2,140	1,242	2,033	1,875	2,428	2,236	2,232	1,212	0	-1,020	-84.2%
Oct	1,068	1,866	2,278	2,308	3,962	3,841	4,295	5,071	5,717	6,213	7,959	6,872	5,370	5,802	6,142	6,016	0	-126	-2.1%
Nov	1,073	1,648	1,870	1,863	2,629	2,720	3,971	4,237	4,020	4,448	5,190	4,381	4,435	4,644	4,507	4,503	0	-4	-0.1%
Dec	488	730	705	719	1,379	1,259	1,587	1,297	1,239	2,035	2,770	1,893	1,343	1,372	906	2,004	0	1,098	54.8%
Jan	1,068	2,254	1,607	2,175	3,345	3,418	4,099	3,749	4,711	5,084	5,658	5,399	3,934	4,612	4,199	4,411	0	212	4.8%
Feb	975	1,615	1,623	2,092	3,108	3,046	3,499	4,123	4,619	3,949	5,223	4,890	4,991	4,379	3,623	4,144	0	521	12.6%
Mar	832	1,230	1,320	1,546	2,185	2,553	2,986	3,080	3,111	3,206	4,235	4,345	3,505	3,318	2,734	2,096	0	-638	-30.4%
Apr	1,064	1,577	1,885	2,227	3,355	3,476	4,191	4,943	4,992	5,005	6,259	4,864	4,476	4,094	3,672	0	0	-3,672	0.0%
May	1,029	1,822	2,045	2,238	2,842	2,942	3,529	4,763	4,443	4,362	4,647	4,038	4,540	3,984	3,965	0	0	-3,965	0.0%
June	661	1,102	1,168	1,621	1,654	1,335	1,931	2,440	2,036	2,588	2,442	1,636	2,107	1,881	1,561	0	0	-1,561	0.0%
<b>Sub Total</b>	<b>9,507</b>	<b>15,908</b>	<b>17,652</b>	<b>19,596</b>	<b>28,724</b>	<b>27,444</b>	<b>33,459</b>	<b>38,644</b>	<b>40,262</b>	<b>41,354</b>	<b>49,579</b>	<b>42,761</b>	<b>39,087</b>	<b>38,075</b>	<b>35,467</b>	<b>25,946</b>	<b>0</b>	<b>73,542</b>	<b>100.0%</b>
Saturday	0	0%	502	400	592	600	639	834	814	743	771	771	581	709	600	512	0	-88	-17.2%
<b>Grand Total</b>	<b>9,507</b>	<b>15,908</b>	<b>18,154</b>	<b>19,996</b>	<b>29,316</b>	<b>28,044</b>	<b>34,098</b>	<b>39,478</b>	<b>41,076</b>	<b>42,097</b>	<b>50,350</b>	<b>43,532</b>	<b>39,668</b>	<b>38,784</b>	<b>36,067</b>	<b>26,458</b>	<b>0</b>	<b>-9,609</b>	<b>-36.3%</b>

July 2004: Begin pass program  
 Try Transit



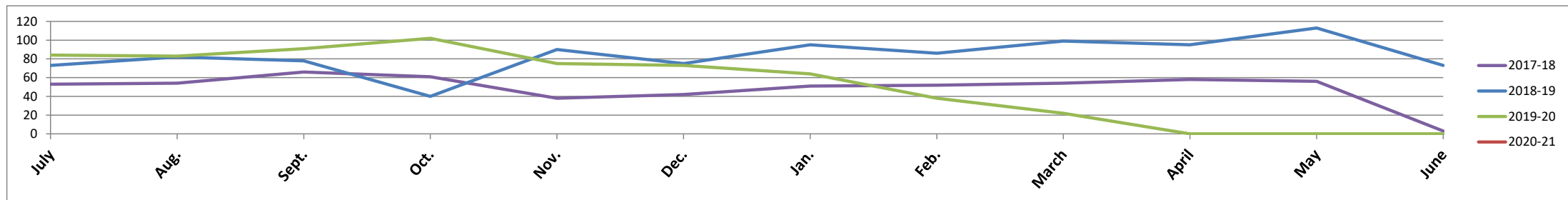
MONTH	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	+/-	Ratio
July	336	501	540	551	580	627	1,091	496	532	766	819	592	599	458	373	480	442	359	0	-359	#DIV/0!
Aug.	423	370	525	591	655	728	954	512	554	921	699	733	518	342	435	552	480	395	0	-85	-21.5%
Sept.	405	385	463	712	460	656	949	536	598	802	607	699	688	375	420	444	351	291	0	-60	-20.6%
Oct.	467	412	551	708	524	666	847	619	544	950	755	700	696	420	444	528	490	386	0	-104	-26.9%
Nov.	313	262	550	528	520	709	648	547	520	732	587	553	476	328	365	401	355	302	0	-53	-17.5%
Dec.	307	262	377	359	385	453	473	313	401	520	398	378	406	272	259	293	276	204	0	-72	-35.3%
Jan.	476	363	529	570	526	700	563	631	570	842	693	733	557	371	394	488	377	324	0	-53	-16.4%
Feb.	500	388	480	463	499	638	443	514	583	812	723	531	535	440	374	419	344	345	0	1	0.3%
March	572	432	695	465	595	819	448	617	800	858	684	635	570	438	444	397	398	68	0	-330	-485.3%
April	494	477	707	437	577	852	550	528	685	933	664	602	515	364	527	407	366	0	0	-366	0.0%
May	407	547	714	605	744	775	527	533	724	1,046	688	535	459	381	568	471	433	0	0	-433	0.0%
June	409	666	625	612	656	1,063	645	490	848	1,017	666	516	488	425	474	410	329	0	0	-329	0.0%
<b>Sub Total</b>	<b>5,109</b>	<b>5,065</b>	<b>6,756</b>	<b>6,601</b>	<b>6,721</b>	<b>8,686</b>	<b>8,138</b>	<b>6,336</b>	<b>7,359</b>	<b>10,199</b>	<b>7,983</b>	<b>7,207</b>	<b>6,507</b>	<b>4,614</b>	<b>5,077</b>	<b>5,290</b>	<b>4,641</b>	<b>2,674</b>		<b>-2,243</b>	<b>-73.6%</b>
<b>Saturday</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>25</b>	<b>6</b>	<b>11</b>	<b>6</b>	<b>29</b>	<b>18</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>11</b>	<b>6</b>	<b>30</b>	<b>40</b>		<b>10</b>	<b>0.0%</b>
<b>Grand Total</b>	<b>5,109</b>	<b>5,065</b>	<b>6,756</b>	<b>6,601</b>	<b>6,726</b>	<b>8,711</b>	<b>8,144</b>	<b>6,347</b>	<b>7,365</b>	<b>10,228</b>	<b>8,001</b>	<b>7,211</b>	<b>6,512</b>	<b>4,619</b>	<b>5,088</b>	<b>5,296</b>	<b>4,671</b>	<b>2,714</b>		<b>2,714</b>	<b>-72.1%</b>

July 2003: Cut 4 runs. Sept. 2003: Runs restored.

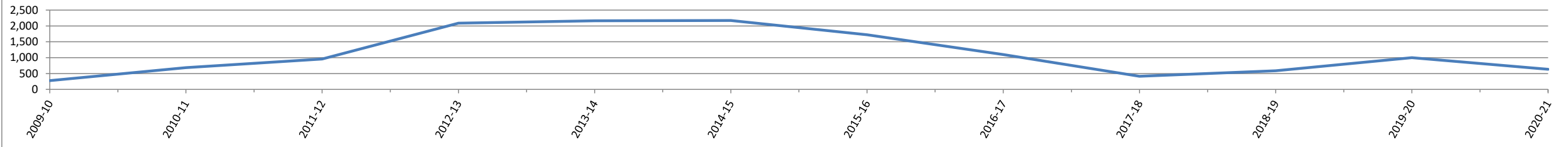


MONTH	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	+/-	Ratio
July		95	91	105	196	245	210	105	7	53	73	84	0	-84	#DIV/0!
Aug.		42	102	123	191	222	172	129	25	54	82	83	0	1	1.2%
Sept.		54	95	127	225	159	153	133	53	66	78	91	0	13	14.3%
Oct.		26	57	160	249	207	185	138	43	61	40	102	0	62	60.8%
Nov.	14	45	48	178	162	147	147	98	37	38	90	75	0	-15	-20.0%
Dec.	17	58	54	134	124	129	178	110	35	42	75	73	0	-2	-2.7%
Jan.	8	45	66	169	188	206	102	121	28	51	95	64	0	-31	-48.4%
Feb.	18	53	33	202	160	161	118	103	48	52	86	38	0	-48	-126.3%
March	15	57	59	220	160	189	99	84	22	54	99	22	0	-77	-350.0%
April	82	58	116	194	204	162	117	34	25	58	95	0	0	-95	0.0%
May	57	72	125	235	172	165	99	22	41	56	113	0	0	-113	0.0%
June	65	82	112	239	130	180	141	22	51	3	73	0	0	-73	0.0%
<b>Sub Total</b>	<b>276</b>	<b>687</b>	<b>958</b>	<b>2,086</b>	<b>2,161</b>	<b>2,172</b>	<b>1,721</b>	<b>1,099</b>	<b>415</b>	<b>588</b>	<b>999</b>	<b>632</b>		<b>-462</b>	<b>-58.1%</b>
Saturday	3	2	5	16	34	14	11	11	13	2	7	5		<b>-840</b>	<b>-40.0%</b>
<b>Grand Total</b>	<b>279</b>	<b>689</b>	<b>963</b>	<b>2,102</b>	<b>2,195</b>	<b>2,186</b>	<b>1,732</b>	<b>1,110</b>	<b>428</b>	<b>590</b>	<b>1,006</b>	<b>637</b>		<b>-1,302</b>	<b>-57.9%</b>

\*This does not include the Saturday Loop.



Good Sam Annual Loop Ridership



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	+/-	Ratio
July		93	147	160	250	356	252	262	274	195	315	291	405	296	121	-175	-144.6%
Aug.	90	245	241	227	235	339	267	400	353	325	219	262	309	349	208	-141	-67.8%
Sept.	185	229	227	209	294	323	494	324	317	247	259	388	259	333	179	-154	-86.0%
Oct.	212	171	239	303	349	497	321	307	436	375	407	310	332	363	200	-163	-81.5%
Nov.	165	217	334	388	350	366	318	444	346	282	334	308	320	466	168	-298	-177.4%
Dec.	199	226	184	161	180	353	407	232	244	239	333	328	239	273	147	-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%
<b>Totals</b>	<b>1,938</b>	<b>2,643</b>	<b>2,931</b>	<b>3,325</b>	<b>3,804</b>	<b>4,459</b>	<b>4,108</b>	<b>3,977</b>	<b>3,923</b>	<b>3,376</b>	<b>3,629</b>	<b>3,958</b>	<b>3,894</b>	<b>3,078</b>	<b>1,886</b>	<b>-816</b>	<b>-1.6%</b>

Oct. Try Transit Week

