



Sunset Empire Transportation District

BOARD OF COMMISSIONERS

BOARD MEETING AGENDA

TUESDAY JULY 23, 2015

9:00 AM

Astoria Transit Center, 900 Marine Drive Astoria, OR

Agenda:

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE TO THE FLAG
2. ROLL CALL
3. CHANGES TO AGENDA
4. SWEARING IN OF COMMISSIONERS
5. ELECTION OF OFFICERS- Chair, Vice Chair and Secretary/Treasurer
6. PUBLIC COMMENT (3 Minute limit)
7. APPROVAL OF JUNE 2015 MEETING MINUTES
8. REPORTS FROM CHAIR AND COMMISSIONERS
9. PUBLIC HEARING ON PROPOSED SERVICE CHANGES-
 - a. Columbia Connector, Route 101, Route 20 and Route 15
10. FINANCIAL REPORTS
11. OLD BUSINESS
 - a. Holiday Operational Schedule
12. NEW BUSINESS
 - a. Department of Human Services/Child Welfare Intergovernmental Agreement
 - b. 2015-Audit Services Approval
13. CORROSPONDENCE- None
14. EXECUTIVE DIRECTOR REPORT
15. LEADERSHIP TEAM REPORT
16. PUBLIC COMMENT (3 minute limit)
17. OTHER ITEMS



**BOARD OF COMMISSIONERS
MEETING MINUTES
June 23, 2015**

1. CALL TO ORDER- Chair Kathy Kleczek called the meeting to order at 9:00 AM.
2. ROLL CALL:
Present: Chair Kathy Kleczek, Commissioner Kevin Widener, Commissioner Carol Gearin and Commissioner Rae Goforth. Commissioner Paul Lewicki and Mitch Mitchum were excused.

Staff Present: Executive Director, Jeff Hazen, Executive Assistant Mary Parker, Operations Manager Scott Earl, HR Officer Tami Carlson,, RideAssist Coordinator Carol Penuel, IS John Layton, Ridecare Manager, Jason Jones, Mobility Lis Pietila, TO Shasia Fry and IT Konnor Claborn.
3. CHANGES TO AGENDA- Executive Director Jeff Hazen requested that ODOT Agreement #30837 be added to agenda under new business.
4. PUBLIC COMMENT- Ron Bline commented about his recent purchase of an electric car (Ford Fusion Energi) and the use of the electric charging stations in Astoria and in Cannon Beach. He said that his engine rarely starts and he is getting approximately 450 miles per gallon. Ron reported how he drives to the Cannon Beach RV Park and plugs into the charger there and then walks all the way through Cannon Beach to Les Shirley Park where he catches the Shuttle and rides back to the RV Park. Ron said that this brings him to one of things that he has always held important about public transportation: “We don’t design it just for the people that have no options, we design it for people to use just like I do. The more you can get middle class people to use public transportation, not all the time and not because they have to but because it is an option, the more successful we will be.” Ron also said that he had been by the Kiosk at outlet mall and that it is a great location.
5. APPROVAL OF THE May 28, 2015 BOARD MEETING MINUTES-
Commissioner Gearin moved to approve the May 2015 Board Minutes
Commissioner Widener seconded the motion
Motion passed by unanimous aye vote of all Commissioners present
6. REPORTS FROM CHAIR AND COMMISSIONERS:
Commissioner Gearin- Reported that she is being trained to operate the Astoria Trolley.
Commissioner Widener- Reported that he had a couple of conversations with riders who are concerned about the amount of packages being brought on the bus and they asked for clarification of our policy. There was discussion with Scott Earls saying that the guidelines say for safety purposes riders must maintain control of any packages they bring on the bus at all times.
Commissioner Goforth- Nothing to report.
Chair Kleczek- Thanked the outreach people that were in the area getting feedback for the Long Range plan. She also said that she would like to continue a discussion on riders bringing packages on bus as we design routes for shopping areas and other travelers who are backpacking and camping.
7. INTRODUCTION: Executive Director Hazen introduced and welcomed newly elected Commissioner Tracy MacDonald to the Board and to the meeting. Commissioner MacDonald complemented the Board and outgoing Commissioners on his positive experience with the Ridecenter and District over the years. Commissioner MacDonald said he has lived in the community since 1980. He and his wife have experience in medical transportation and he has worked for Medix for 9 years.
8. FINANCIAL REPORTS:

Executive Director Hazen pointed out on the profit and loss that payroll in May was higher due to there being 3 pay periods in May. Commissioner Gearin asked if there was a cap on the amount that is being put in the Contingency fund. Executive Director Hazen said he did not think there was. There was further discussion and clarification of fees, aging accounts, expenses and typos. Chair Kleczek asked why shelter cleaning and repair was been changed to payroll last month. Executive Director Hazen said he would check with Diane on that. John said that he thought that it was supplies. Chair Kleczek asked for clarification on interest that she did not think was accounted for in the budget. Executive Director Hazen clarified that this interest is for the Ridecare LGIP account and verified it was included in the budget. Chair Kleczek asked about credit card expenses for GoDaddy. John Layton clarified that this is for domain registration for Transportation Options and Ridecare and the high cost is due to this being for a 5 year contract.

Commissioner Widener moved to approve the May 2015 Financial Report as presented.
Commissioner Gearin seconded the motion
Motion passed by unanimous aye vote of all Commissioners present

9. OLD BUSINESS-

- a. Transit Smoking Issues- Commissioner Goforth asked for an update on what is happening with the smoking problems at the Transit Center. Executive Director Hazen said that he has spoken with the City of Astoria to check if there is an ordinance concerning smoking, but there is not so we just have to follow the State laws which require that there is no smoking at least 10 feet from any open windows or doorways. Executive Director Hazen said that there will be cigarette receptacles placed near the benches near the back of the plaza and one placed near the benches on 9th street. Chair Kleczek said that she and Commissioner Gearin had looked at the best areas to allow smoking and that also allow clear view of the buses from those smoking areas. Commissioner Goforth said she was concerned about riders that had paid to get on the bus and then have to get off the bus when the driver takes a break. She asked if there was any way that SETD staff could sit on the bus during the driver's break time. Executive Director Hazen said that Scott will have the driver notify staff when they need coverage on the bus for a break as needed. Commissioner Goforth also described a situation that she had witnessed at the Transit Center of people not acting appropriately towards riders which made it ugly. Executive Director Hazen said it is a public place and that those that behave can stay but those that do not have to leave. Commissioner Goforth said that we should have some control over a public place and that some of these people just sit here all day and it bothers her a great deal to see this action going on. Chair Kleczek commented that we need to ensure the Transit Center needs to be a safe place for staff and all our riders.

10. CORROSPONDENCE- None

11. NEW BUSINESS-

- a. ODOT AGREEMENT 30574- Executive Director Hazen reported that this agreement has been approved by Jeaneyse Snow and is for \$227,484.00, has a no match and will be used by the Clatsop Retirement Village, Astoria Senior Center, Parks and Recreation in Seaside, the Veterans and Volunteer Transportation program being developed.

Commissioner Widener moved to approve Executive Director Hazen signing Agreement 30574

Commissioner Goforth seconded the motion

Motion passed by unanimous aye vote of all Commissioners present

- b. ODOT AGREEMENT 30571-Executive Director Hazen reported that this agreement has been approved by Jeaneyse Snow and is not to exceed \$285,081.00 and has a match as specified. These

funds are for public transportation for the general public, seniors or individuals with disabilities and for preventative maintenance.

Commissioner Gearin moved to approve Executive Director Hazen signing Agreement 30571

Commissioner Widener seconded the motion

Motion passed by unanimous aye vote of all Commissioners present

At 9:42 AM, Chair Kleczek called for a 5 minute break in meeting so that the Commissioners could read the newly submitted ODOT Agreement #30837. The meeting was resumed at 9:48 AM.

- c. ODOT AGREEMENT #30837- Executive Director Hazen reported that this agreement has been approved by Jeaneyse Snow, is not to exceed \$171,404.00 and has a match as specified. This funding is for the Northwest Transportation Options program for Clatsop, Tillamook and Columbia Counties which will develop solutions to help reduce single occupancy vehicle trips. Chair Kleczek asked if there was policy in place to ensure any subcontractor has insurance. Executive Director Hazen said that we do not have plans for any subcontractors at this time.

Commissioner Gearin moved to approve Executive Director Hazen signing Agreement # 30837.

Commissioner Widener seconded the motion

Motion passed by unanimous aye vote of all Commissioners present

- d. CANNON BEACH INTERGOVERNMENTAL AGREEMENT- Executive Director Hazen reviewed the requested corrections that were made to the agreement however Commissioner Widener noted that on page 8 the beginning date of service is Oct. 1, 2014 and should be 2015 and suggested just removing the year. Executive Director Hazen said he would remove the beginning and ending year and change to annual service.

Commissioner Widener moved to approve the Cannon Beach Shuttle Intergovernmental Agreement with changes and pending the City of Cannon Beach approval.

Commissioner Gearin seconded the motion.

Motion passed by unanimous aye vote of all Commissioners present

- e. DONATED SERVICES- Executive Director Hazen gave an overview of the application process and the applications that were received. Executive Director Hazen also noted that the District included \$5000 in the Operations budget for these types of services. A list of the annual events and services that the District provides and participates in was posted for review and included the Fourth of July Parades, Canned Food Drive, Customer Appreciation Day and the Holiday Adopt a Family with a cost to the District of \$3533. Commissioner Gearin said this is not our money it is the taxpayers and she said she has a problem with donating tax payer's dollars to non-profits that perhaps someone does not support. Commissioner Gearin also said she has no problem with what District employees wants to do or helping with the Homeless Connect, but looking at what we give I have problems with it. Commissioner Widener said he shared some of Commissioner Gearin's concerns and that some of these things are fine and we do every year but we are not a charity. Commissioner Goforth commented that what we already do on our own is just about enough, we are not rich. Chair Kleczek said the people that have applied this year are not necessarily focused on any group and are more for community building and outreach to help those most in need to improve their lives. These are not things that cause a hardship for the District but improve our image and visibility and if there is a little bit that everybody can give to those that have the least it behooves us to do what little we can. We have a lot of good options on the board

and we do not have to give the full amount to everybody so we need to be strategic in who gets what and how, but the applications we received this year seem fair and are not serving people that have other options for service.

There was further discussion on the services provided by those requesting donations. Mary suggested that we look at setting up a program for a ticket bank similar to the one that was in place in 2010 and said Lis could probably speak to that. Lis said that this was done with STF funding and was part of the grant agreement. Executive Director Hazen said that we sometimes receive a supplemental funding that could possibly be used. Lis said we did use supplemental funding during the time that Mary is talking about. Chair Kleczek asked that this be looked into and more information be brought to the Board.

The Board approved the donated services that the District does annually. Each of the applicant's requests was discussed and amounts agreed upon by the Board. There was discussion about reaching out to these organizations and making recommendations to them about other grants available including the STF process. Chair Kleczek requested that this information be included in the letters sent to the applicants. Chair Kleczek said the Board will have a discussion about better ways of assisting services during a future meeting when the full Board is available.

	Name	Requested Service or Fare	Date	Approx. Cost	Awarded
1	Northwest Senior and Disability Services	Bus tickets/passes available for clients	2015-2016	No amount requested	\$ 200
2	Clatsop Community Action	Bus service for Homeless Connect	1/28/16	Driver Apprec. Day	Provided
3	Clatsop Community Action	Bus tickets -200	2015-2016	\$200	\$ 200
4	Clatsop Community College	Bus tickets for low income students	2015-2016	No amount requested	\$ 0
5	Helping Hands Re-entry Outreach Ctrs.	Bus tickets/passes available for clients	2015-2016	\$750	\$200
6	Goodwill	Bus tickets/passes available for clients	2015-2016	\$500	\$ 0

12. EXECUTIVE DIRECTOR REPORT- Executive Director Hazen reported that he will be making an offer to one of the candidates for the Financial Officer Position today and will let the Board know of the outcome. Funding for the Intercity Grant is less than expected which means we will only be going to Rainier twice a day. The tech plan and outreach plan will be sent to the Board in the next week. There will be a discussion about employee Holidays at the next Board meeting. The Streetcar is at 873 rides which is 210% over last year. Executive Director Hazen also reported that the CTAA conference that he, Lis and Konner attended was the best conference he had ever attended. He handed out a book to each Board member that he had purchased from Jarrett Walker who is a planner out of Portland and is a fan of the Connector system. Chair Kleczek asked about the Long Term Transportation surveys and asked that the link be sent to the Board. Mary reported that at least 30 surveys were handed out but most people wanted to go online and complete them. The goal is to get back 100 from the area.

13. LEADERSHIP TEAM REPORTS- Executive Director Hazen asked that everyone look at the graph that Lis included in her report. Commissioner Goforth said she enjoyed Lis's report very much. Chair Kleczek asked about how we are getting the word out about the new Northwest Transportation Options web page. Shasia said through sharing and contacts on posters and newsletters and our facebook page but it is just a campaign push right now not a program push. Chair Kleczek cautioned that word gets out really slow around here so if you wait until right before the event it will not work well. Shasia said that we have a communication plan with Pac West and they guide everything, however she made a decision to push the web page before she received the kits. There was further discussion about marketing and the importance of timing for outreach for the Transportation Options program.

14. OTHER ITEMS- None

Meeting was adjourned at 11:55 AM

Mary Parker, Recording Secretary

Commissioner Carol Gearin, Secretary/Treasurer

Date_____

Mission Statement

Provide safe, reliable, relevant and sustainable transportation services to
Clatsop County with professionalism, integrity and courtesy.



SUNSET EMPIRE
TRANSPORTATION
DISTRICT

Proposed Route Changes

1. Columbia Connector
2. Route 101
3. Route 15
4. Route 20

Considerations

Are they fair and equitable proposals?

What does it take away?

What does it add?

Does it address the needs of older adults, people with disabilities and people with low incomes?

Is accessibility compromised or enhanced?

How is ADA Paratransit service effected?

How do the changes fit into our strategic priorities?

Columbia Connector

Currently

- Serves Hammond to Kelso
- Weekday schedule differs from Weekend schedule
- Connector to Portland is 8.00 one way
- 3 loops a day
- There is no ADA Paratransit service in this area.

Proposed

- Will serve Astoria to Alston Corner in Clatskanie
- Will be 7 days a week same schedule
- Connector to Portland will be 10.00
- 2 loops a day
- There is no ADA Paratransit service in this area

Route 101

Currently

- Serves Astoria to Cannon Beach 2 times a day and Astoria to Seaside 5 times a day
- Service is Monday-Friday
- Service is every 2 hours
- Fares range from 1.00 to 4.00 depending on origin & destination
- ADA Paratransit service hours start at 8:00am to 6:00pm

Proposed

- Will serve Astoria to Seaside only
- Service will be Monday-Friday
- Service will be hourly with the exception of 11:00am and 1:00pm.
- Fares will remain the same
- ADA Paratransit hours will start at 6:00am and end at 8:00pm

Route 15

Currently

- NOTHING- This is a new route to address the changes made to the Columbia Connector and ensure remaining service to the Warrenton, Hammond and Astoria areas

Proposed

- This is a new route
- Offers service to Warrenton, Hammond, Astoria
- 6 loops a day
- Links people from Warrenton to Warrenton
- Covers main Warrenton shopping areas
- Fare is 1.00 from origin to destination

Route 20

Currently

- Services Seaside to Cannon Beach with one trip to Manzanita
- Service Monday –Friday
- Service times 7am to 6pm
- Fare 1.00 from origin to destination
- ADA Paratransit service starts at 7:00am to 7:00pm

Proposed

- Will service same areas Seaside to Cannon Beach with one trip to Manzanita
- Service Monday-Friday
- Service to start earlier at 6:00am and end later at 8:00pm
- Fare will remain the same 1.00 from origin to destination
- ADA Paratransit service will start earlier 6:00am and end later at 8:00pm

Proposed Changes

- Proposed changes recommendations from S&D Advisory Committee
- Targeted outreach to Seniors, People with Disabilities and Persons of Low Income
- Using our Public Participation Plan as a guide to public notification
- Reaching out to all our Partners
- Public Hearing to hear public comment
- Board of Commissioners will take into consideration all comments before acceptance of changes
- Changes will take effect August 1st
- Publish all changes to public and through marketing plan

ROUTE CHANGES

The route changes that are before you for a public hearing and approval stem from the expiration of our Intercity Grant that expired on June 30th and the joint Intercity Grant that we put in for with Columbia County. They also stem from the strategic priorities and recommendations that the S & D committee recommended to the Board earlier this year. Attached is the Power Point presentation that we used in our presentation with the S & D committee last week. The S & D committee voted unanimously to recommend that the Board of Commissioners approve of these route adjustments.

We have been doing outreach throughout the community and will continue to do so through Wednesday before the Thursday meeting. Outreach efforts so far include:

Media press release

Postings in both the Astoria Transit Center and Seaside Transit Kiosk

Announcement posted on all vehicles

Announcement posted on all major shelters

Outreach to all social service agencies

Outreach to Clatsop Community College

Outreach to Tongue Point Job Corp Center

Announcement posted at Emerald Heights office (English and Spanish)

Presentation given to the monthly meeting at the Astoria Senior Center

Presentation given at the Thursday Warrenton Seniors lunch

Information being provided to all major motels in Seaside and Cannon Beach

Information provided to all 3 Chambers of Commerce

We will provide all public comment that we receive through the various efforts to you at the Board meeting.

**SUNSET EMPIRE TRANSPORTATION DISTRICT
CONNECTOR, 101, WARRENTON AND CANNON BEACH
PROPOSED ROUTE CHANGE PROCESS TIMELINE
JULY 2015**

<u>Date</u>	<u>Task</u>	<u>Who</u>	<u>Completed</u>
July 10	Proposed Route changes, schedules completed	Scott, John and Jeff	7-9
July 10	Timeline completed and sent to Team	Mary	7-14
July 10	Press Release/Public Announcement of proposed Route changes and public input period submitted to media and posted on SETD website and facebook. Public posting of proposed Route change schedules available to view at Transit Center and Seaside Kiosk.	Mary, John and Jeff	7-8
July 13-14	Post proposed schedule change announcements in shelters and on buses in public locations, care centers, schools, community services, employers and email blast etc. Spanish and English	Mary and Jeff	7-9 thru 7-15
July 14	Senior and Disabled Advisory Meeting- Discuss route changes and acquire input and approval.	Jeff and Lis	7-14
July 15	Drivers Meeting- Discuss proposed route changes and process timeline. Brief drivers on new route information to be available on buses.	Scott and Jeff	7-15
July 16	Board Packs to include time line, proposed route schedules and overview.	Mary and Jeff	7-16
July 22	Web and all written submitted public Input period closed and submitted to Board.	Mary	
July 23	Board Meeting- Public Information and comments about proposed route changes available for public viewing at meeting; Public comment opened during meeting for route change comments to be received by the Board.	Jeff, Scott, Mary	
July 24- 30 th	Press Release of approved Route changes submitted to media, community partner email blast. Website updated and new single schedules posted on web and distributed buses, shelters, stops, public bulletin boards etc.	Mary, Scott, Jeff, John, Lis	
July 25	Order new schedules printed- Anchor Graphics	Mary	



SUNSET EMPIRE TRANSPORTATION DISTRICT



PROPOSED CHANGES IN SERVICE ROUTES
TO BEGIN AUGUST 1, 2015

COLUMBIA CONNECTOR-DAILY SERVICE TO RAINIER-

Service will change to 2 trips a day 7 days a week

ROUTE 101 HOURLY SERVICE DURING PEAK HOURS-

Service increased in morning and afternoon- Monday thru Friday

WARRENTON, HAMMOND AND ASTORIA NEW ROUTE 15-

Service 7 days a week

CANNON BEACH ROUTE 20 ROUTE-

Changes to morning and late afternoon schedule

Please view the posted schedules or pick up copies of proposed schedule packets at the Astoria Transit Center 900 Marine Drive Astoria, OR, Seaside Transit Kiosk 1111 N Roosevelt, Seaside, OR, www.ridethebus.org ask BUS DRIVERS for proposed route schedule packet.

Sunset Empire Transportation District operates its programs without regard to race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in accordance with Title VI of the Civil Rights Act, ORS Chapter 659A or other applicable law.

To request this information in an alternative format please call 503-861-7433

Proposed Schedule to Start August 1st, 2015

Route 15

Warrenton, Hammond and Astoria

In Service 7 Days a Week

Fare - \$1.00

Transit Center	Warrenton	-	9:40 AM	-	-	-	5:40 PM
Fred Meyer	Warrenton	6:10 AM	9:50 AM	10:20 AM	1:40 PM	2:10 PM	5:50 PM
Mini Mart	Warrenton	6:15 AM	9:55 AM	10:25 AM	1:45 PM	2:15 PM	5:55 PM
4-Way	Hammond	6:20 AM	10:00 AM	10:30 AM	1:50 PM	2:20 PM	6:00 PM
KOA / Ft. Stevens	Hammond	6:21 AM	10:01 AM	10:31 AM	1:51 PM	2:21 PM	6:01 PM
2nd & Alder	Warrenton	6:23 AM	10:03 AM	10:05 AM	1:53 PM	2:23 PM	6:03 PM
Mini Mart	Warrenton	6:27 AM	10:07 AM	10:37 AM	1:57 PM	2:27 PM	6:07 PM
Fred Meyer	Warrenton	6:30 AM	10:10 AM	10:40 AM	2:00 PM	2:30 PM	6:10 PM
Costco	Warrenton	6:35 AM	10:15 AM	10:45 AM	2:05 PM	2:35 PM	6:15 PM
Transit Center	Astoria	6:45 AM	-	-	-	2:45 PM	-
		To Lower Columbia Route	To Fred Meyer	End of AM Route	To Fred Meyer	To Lower Columbia Route	End of PM Route

Proposed Schedule to Start August 1, 2015

Route 20

Seaside | Cannon Beach | Manzanita

Route 20 fare is \$1.00 and runs Monday through Friday

Seaside Cinema	Seaside	6:00 am	7:00 am	8:00 am	9:00 am	10:00 am	12:00 pm	1:00 pm	2:00 pm	3:00 pm	4:00 pm	5:00 pm	6:00 pm	7:00 pm
Avenue A	Seaside	6:02 am	7:02 am	8:02 am	9:02 am	10:02 am	12:02 pm	1:02 pm	2:02 pm	3:02 pm	4:02 pm	5:02 pm	6:02 pm	7:02 pm
Candy Kitchen	Cannon Beach	6:16 am	7:16 am	8:16 am	9:16 am	10:16 am	12:16 pm	1:16 pm	2:16 pm	3:16 pm	4:16 pm	5:16 pm	6:16 pm	7:16 pm
Coaster Theater	Cannon Beach	6:18 am	7:18 am	8:18 am	9:18 am	10:18 am	12:18 pm	1:18 pm	2:18 pm	3:18 pm	4:18 pm	5:18 pm	6:18 pm	7:18 pm
Family Market	Cannon Beach	6:20 am	7:20 am	8:20 am	9:20 am*	10:20 am	12:20 pm	1:20 pm	2:20 pm	3:20 pm	4:20 pm*	5:20 pm	6:20 pm	7:20 pm
RV Park	Cannon Beach	6:22 am	7:22 am	8:22 am	9:22 am	10:22 am	12:22 pm	1:22 pm	2:22 pm	3:22 pm	4:22 pm	5:22 pm	6:22 pm	7:22 pm
Surfcrest Market	Cannon Beach	6:26 am	7:26 am	8:26 am	9:26 am	10:26 am	12:26 pm	1:26 pm	2:26 pm	3:26 pm	4:26 pm	5:26 pm	6:26 pm	7:26 pm
Tolovana	Cannon Beach	6:27 am	7:27 am	8:27 am	9:27 am	10:27 am	12:27 pm	1:27 pm	2:27 pm	3:27 pm	4:27 pm	5:27 pm	6:27 pm	7:27 pm
Maher & Hemlock	Cannon Beach	6:29 am	7:29 am	8:29 am	9:29 am	10:29 am	12:29 pm	1:29 pm	2:29 pm	3:29 pm	4:29 pm	5:29 pm	6:29 pm	7:29 pm
Firestation	Manzanita	–	–	–	–	11:10 am*	–	–	–	–	–	–	–	–
Wayside Inn	Cannon Beach	6:31 am	7:31 am	8:31 am	9:31 am	11:31 am	12:31 pm	1:31 pm	2:31 pm	3:31 pm	4:31 pm	5:31 pm	6:31 pm	7:31 pm
Yukon	Cannon Beach	6:32 am	7:32 am	8:32 am	9:32 am	11:32 am	12:32 pm	1:32 pm	2:32 pm	3:32 pm	4:32 pm	5:32 pm	6:32 pm	7:32 pm
RV Park	Cannon Beach	–	–	–	–	11:33 am	–	–	–	–	–	–	–	–
Midtown	Cannon Beach	6:34 am	7:34 am	8:34 am	9:34 am	11:34 am	12:34 pm	1:34 pm	2:34 pm	3:34 pm	4:34 pm	5:34 pm	6:34 pm	7:34 pm
Visitor Center	Cannon Beach	6:37 am	7:37 am	8:37 am	9:37 am	11:37 am	12:37 pm	1:37 pm	2:37 pm	3:37 pm	4:37 pm	5:37 pm	6:37 pm	7:37 pm
Seaside Hospital	Seaside	6:50 am	7:50 am	8:50 am	9:50 am	11:50 am	12:50 pm	1:50 pm	2:50 pm	3:50 pm	4:50 pm	5:50 pm	6:50 pm	7:50 pm
Seaside Cinema	Seaside	6:55 am	7:55 am	8:55 am	9:55 am	11:55 am	12:55 pm	1:55 pm	2:55 pm	3:55 pm	4:55 pm	5:55 pm	6:55 pm	7:55 pm

* Route 20 transfer time with Tillamook County Transportation

Proposed Schedule to Start August 1, 2015

Route 101

**Astoria, Warrenton, Gearhart and Seaside
Weekday - Monday through Friday only**

Southbound												
Transit Center	Astoria	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	12:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Fred Meyer	Warrenton	6:10 AM	7:10 AM	8:10 AM	9:10 AM	10:10 AM	12:10 PM	2:10 PM	3:10 PM	4:10 PM	5:10 PM	6:10 PM
S.E. 19th	Warrenton	6:13 AM	7:13 AM	8:13 AM	9:13 AM	10:13 AM	12:13 PM	2:13 PM	3:13 PM	4:13 PM	5:13 PM	6:13 PM
S.E. Huckleberry	Warrenton	6:16 AM	7:16 AM	8:16 AM	9:16 AM	10:16 AM	12:16 PM	2:16 PM	3:16 PM	4:16 PM	5:16 PM	6:16 PM
Ensign & 101 (South)	Warrenton	6:20 AM	7:20 AM	8:20 AM	9:20 AM	10:20 AM	12:20 PM	2:20 PM	3:20 PM	4:20 PM	5:20 PM	6:20 PM
Camp Rilea	Warrenton	6:22 AM	7:22 AM	8:22 AM	9:22 AM	10:22 AM	12:22 PM	2:22 PM	3:22 PM	4:22 PM	5:22 PM	6:22 PM
Sunset Beach	Warrenton	6:28 AM	7:28 AM	8:28 AM	9:28 AM	10:28 AM	12:28 PM	2:28 PM	3:28 PM	4:28 PM	5:28 PM	6:28 PM
West Lake	Warrenton	6:32 AM	7:32 AM	8:32 AM	9:32 AM	10:32 AM	12:32 PM	2:32 PM	3:32 PM	4:32 PM	5:32 PM	6:32 PM
Bud's RV	Gearhart	6:35 AM	7:35 AM	8:35 AM	9:35 AM	10:35 AM	12:35 PM	2:35 PM	3:35 PM	4:35 PM	5:35 PM	6:35 PM
Bowling Alley	Gearhart	6:37 AM	7:37 AM	8:37 AM	9:37 AM	10:37 AM	12:37 PM	2:37 PM	3:37 PM	4:37 PM	5:37 PM	6:37 PM
Creekside (South)	Seaside	6:38 AM	7:38 AM	8:38 AM	9:38 AM	10:38 AM	12:38 PM	2:38 PM	3:38 PM	4:38 PM	5:38 PM	6:38 PM
Cinema	Seaside	6:40 AM	7:40 AM	8:40 AM	9:40 AM	10:40 AM	12:40 PM	2:40 PM	3:40 PM	4:40 PM	5:40 PM	6:40 PM
Wahanna to Ave. S	Seaside	flag	flag	flag	flag	flag	flag	flag	flag	flag	flag	flag
Northbound												
McDonald's	Seaside	6:47 AM	7:47 AM	8:47 AM	9:47 AM	10:47 AM	12:47 PM	2:47 PM	3:47 PM	4:47 PM	5:47 PM	6:47 PM
Cinema	Seaside	6:55 AM	7:55 AM	8:55 AM	9:55 AM	10:55 AM	12:55 PM	2:55 PM	3:55 PM	4:55 PM	5:55 PM	6:55 PM
Across from Bowling Alley	Gearhart	6:58 AM	7:58 AM	8:58 AM	9:58 AM	10:58 AM	12:58 PM	2:58 PM	3:58 PM	4:58 PM	5:58 PM	6:58 PM
Across from Bud's RV	Gearhart	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	1:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM
Westlake	Warrenton	7:03 AM	8:03 AM	9:03 AM	10:03 AM	11:03 AM	1:03 PM	3:03 PM	4:03 PM	5:03 PM	6:03 PM	7:03 PM
Sunset Beach	Warrenton	7:09 AM	8:09 AM	9:09 AM	10:09 AM	11:09 AM	1:09 PM	3:09 PM	4:09 PM	5:09 PM	6:09 PM	7:09 PM
Camp Rilea	Warrenton	7:13 AM	8:13 AM	9:13 AM	10:13 AM	11:13 AM	1:13 PM	3:13 PM	4:13 PM	5:13 PM	6:13 PM	7:13 PM
Costco	Warrenton	7:15 AM	8:15 AM	9:15 AM	10:15 AM	11:15 AM	1:15 PM	3:15 PM	4:15 PM	5:15 PM	6:15 PM	7:15 PM
S.E. 19th	Warrenton	7:16 AM	8:16 AM	9:16 AM	10:16 AM	11:16 AM	1:16 PM	3:16 PM	4:16 PM	5:16 PM	6:16 PM	7:16 PM
S.E. Huckleberry	Warrenton	7:19 AM	8:19 AM	9:19 AM	10:19 AM	11:19 AM	1:19 PM	3:19 PM	4:19 PM	5:19 PM	6:19 PM	7:19 PM
Ensign & 101 (North)	Warrenton	7:23 AM	8:23 AM	9:23 AM	10:23 AM	11:23 AM	1:23 PM	3:23 PM	4:23 PM	5:23 PM	6:23 PM	7:23 PM
Fred Meyer	Warrenton	7:28 AM	8:28 AM	9:28 AM	10:28 AM	11:28 AM	1:28 PM	3:28 PM	4:28 PM	5:28 PM	6:28 PM	7:28 PM
Astoria High School	Astoria	7:36 AM	8:36 AM	9:36 AM	10:36 AM	11:36 AM	1:36 PM	3:36 PM	4:36 PM	5:36 PM	6:36 PM	7:36 PM
5th & Olney	Astoria	7:37 AM	8:37 AM	9:37 AM	10:37 AM	11:37 AM	1:37 PM	3:37 PM	4:37 PM	5:37 PM	6:37 PM	7:37 PM
Peter Pan	Astoria	7:40 AM	8:40 AM	9:40 AM	10:40 AM	11:40 AM	1:40 PM	3:40 PM	4:40 PM	5:40 PM	6:40 PM	7:40 PM
College	Astoria	7:45 AM	8:45 AM	9:45 AM	10:45 AM	11:45 AM	1:45 PM	3:45 PM	4:45 PM	5:45 PM	6:45 PM	7:45 PM
Transit Center	Astoria	7:50 AM	8:50 AM	9:50 AM	10:50 AM	11:50 AM	1:50 PM	3:50 PM	4:50 PM	5:50 PM	6:50 PM	7:50 PM

Proposed Schedule to Start August 1, 2015
Lower Columbia Connector Route
Astoria, Knappa, Westport, Clatskanie and Rainier
Connects with CC Rider for service to Longview and Portland
Runs 7 Days a Week

East to Rainier			
Transit Center	Astoria	6:45 AM	2:45 PM
Safeway	Astoria	6:52 AM	2:52 PM
Country Market	Svensen	7:05 AM	3:05 PM
Road House	Knappa	7:10 AM	3:10 PM
Westport (Across from Market)	Westport	7:25 AM	3:25 PM
Safeway (Under US Bank Sign)	Clatskanie	7:35 AM	3:35 PM
Old Hwy. 30 (West of Church)	Alston Corner	7:45 AM	3:45 PM
Transit Center	Rainier	7:55 AM *	3:55 PM *
West to Astoria			
Transit Center	Rainier	8:30 AM	4:30 PM
Old Hwy. 30 (West of Church)	Alston Corner	8:40 AM	4:40 PM
Safeway (Under US Bank Sign)	Clatskanie	8:50 AM	4:50 PM
Westport (Across from Market)	Westport	9:00 AM	5:00 PM
Knappa Market	Knappa	9:15 AM	5:15 PM
Country Market	Svensen	9:20 AM	5:20 PM
Safeway	Astoria	9:33 AM	5:33 PM
Transit Center	Astoria	9:40 AM	5:40 PM

* Transfer to CC Rider bus for service to Kelso, Longview, Portland, Scappoose and St. Helens.

Fare Table	Astoria	Knappa / Svensen	Westport	Clatskanie / Alston Corner	Rainier	Longview	Portland
Astoria	\$1.00	\$3.00	\$4.00	\$7.00	\$8.00 *	\$8.00 #	\$15.00 @
Knappa / Svensen	\$3.00	\$1.00	\$1.00	\$7.00	\$8.00	\$8.00 #	\$15.00
Westport	\$4.00	\$1.00	\$1.00	\$7.00	\$8.00	\$8.00 #	\$15.00
Clatskanie / Alston Corner	\$7.00	\$7.00	\$7.00	\$5.00	\$5.00	\$6.00	\$15.00
Rainier	\$8.00 *	\$8.00	\$8.00	\$5.00	\$5.00	\$6.00	N/A
Longview	\$8.00 #	\$8.00 #	\$8.00 #	\$6.00	\$6.00	N/A	N/A
Portland	\$15.00 @	\$15.00	\$15.00	\$15.00	N/A	N/A	\$15.00

* Astoria to Rainier Roundtrip - \$15.00

Astoria to Longview/Kelso - \$15.00

@ Astoria to Portland Roundtrip - \$29.00

Sunset Empire Transportation District

JUNE FINANCIAL EXCEPTIONS & INFORMATION REPORT

For the July 2015 Board of Commissioner's Meeting

NOTE on Reviewing Financials: 12 Months =100% of Fiscal Year Budget*

General Fund Profit and Loss

The District's General Fund Total Income is 96.2% to annual budget, with Fares, Taxes and Interest income ahead of budget. Total Expense is below budget at 85.5%. The Other Expense also is very low at 47.5%, of which Debt Service and Capital Expenditures are the main contributors to this expense category. The fiscal year ends with a net positive of 134.3% over budget.

Revenue

- 4450 Rental Income: This month all rental income is derived from parking spaces. (Same explanation as last month.)

Expense

- 8175 Newspaper Ads: The number of open job positions/announcements for the first two quarters was much more than planned as well as recruiting these last few months for a few new positions and replacements for several other positions. (Same explanation as last month.)
- 8560 Dues/Subscriptions/Fees: The SDAO payment in October plus additional charges incurred for refiling the DBAs will keep this line item over budget for the remainder of the year. (Same explanation as last month.)

RideCare Fund Profit and Loss

RideCare's Total Income is 85.2% and Total Expense is 93.3% to annual budget. The Other Expense remains at just over 62% due to 0% expended in Contingency. The result is a Net Income at 70.2% to budget.

Expense

- 8167 Legal Counsel: The unplanned legal review of employment related contracts during the first four months of the fiscal year has caused the budget overage. (Same explanation as last month.)
- 8175 Newspaper Ads: The overrun is due to posting for the finance officer and executive director positions this year.
- 8400 Bus Passes: Bus pass purchases are much stronger than management projected.(Same explanation as last month.)

Information and Follow Up to Previous Board Meeting Questions

There are no follow up items from the last meeting.

***Disclaimer:** The percentage of the year's budget cited above is just to be used as a basic benchmark for the fiscal year. Individual budget line items will vary based on expenditure time cycles. Items such as Fuel, Wages, & Bldg Grounds and Maintenance are more consistent on a monthly basis and can be used to gage against the percentage. However, other items such as Insurance and Legal Counsel have irregular payment cycles and therefore are not as good to judge against the percentage.

**SUNSET EMPIRE TRANSPORTATION
GENERAL FUND
Profit & Loss Budget Performance
June 2015**

	<u>Month Actual</u>	<u>Month Budget</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>YTD Actual to Annual Budget</u>	
					\$ (Under)	
					\$ Over	%
YTD Actual to Budget Target: 100%						
Ordinary Income/Expense						
Income						
4000 · FARES	14,200.14	18,752.00	264,188.05	225,000.00	39,188.05	117.4% *
4100 · CONTRACTED SERVICES - IGA	7,606.40	2,000.00	44,593.13	55,000.00	(10,406.87)	81.1%
4200 · TAXES	20,989.75	26,000.00	861,778.26	850,000.00	11,778.26	101.4%
4250 · TIMBER REVENUES	0.00	0.00	141,896.54	160,000.00	(18,103.46)	88.7%
4300 · MASS TRANSIT ASSESSMENT	0.00	0.00	48,144.82	55,000.00	(6,855.18)	87.5%
4305 · INTEREST	278.28	250.00	4,092.79	3,000.00	1,092.79	136.4% *
4310 · MISC INCOME	0.00	0.00	112.68	0.00	112.68	
4450 · RENTAL INCOME	760.00	825.00	11,011.24	12,000.00	(988.76)	91.8%
5001 · GRANTS	205,383.00	327,803.00	946,742.00	1,054,454.00	(107,712.00)	89.8%
Total Income	249,217.57	375,630.00	2,322,559.51	2,414,454.00	(91,894.49)	96.2%
Gross Profit	249,217.57	375,630.00	2,322,559.51	2,414,454.00	(91,894.49)	96.2%
Expense						
6000 · PAYROLL WAGES	80,282.08	80,776.00	964,508.18	969,314.00	(4,805.82)	99.5%
6200 · PAYROLL TAXES & W/C - EMPLOYER	13,581.12	14,918.00	132,355.39	174,470.00	(42,114.61)	75.9%
6300 · BENEFITS	24,952.99	22,666.00	245,949.06	271,992.00	(26,042.94)	90.4%
6560 · PAYROLL EXP (OUTSOURCED FEES)	111.36	0.00	986.26	0.00	986.26	
6605 · REIMBURSED EXPENSES - p/r acct	285.00	0.00	995.00	0.00	995.00	
8010 · BANK CHGS/FEES	222.60	240.00	2,912.80	3,076.00	(163.20)	94.7%
8055 · AUDIT	0.00	0.00	17,949.80	18,240.00	(290.20)	98.4%
8155 · LEGAL ADS	26.17	0.00	529.35	1,520.00	(990.65)	34.8%
8160 · PROFESSIONAL SERVICES	0.00	1,900.00	5,131.70	22,800.00	(17,668.30)	22.5%
8167 · LEGAL COUNSEL	0.00	634.00	4,247.88	7,600.00	(3,352.12)	55.9%
8170 · EDUCATION/OUTREACH	1,934.71	2,278.00	6,648.17	27,330.00	(20,681.83)	24.3%

**SUNSET EMPIRE TRANSPORTATION
GENERAL FUND
Profit & Loss Budget Performance
June 2015**

	<u>Month</u> <u>Actual</u>	<u>Month</u> <u>Budget</u>	<u>YTD</u> <u>Actual</u>	<u>Annual Budget</u>	<u>YTD Actual to</u> <u>Annual Budget</u>	
YTD Actual to Budget Target: 100%					\$ (Under)	
					\$ Over	%
8175 · NEWSPAPER ADS	1,387.68	0.00	3,546.90	912.00	2,634.90	388.9% *
8180 · OFFICE SUPPLIES	993.90	1,134.00	12,331.04	13,600.00	(1,268.96)	90.7%
8182 · OFFICE FURNITURE/EQUIPMENT	1,225.41	375.00	4,165.39	4,500.00	(334.61)	92.6%
8185 · POSTAGE-SHIPPING	49.00	72.00	948.61	910.00	38.61	104.2%
8190 · PRINTING	207.75	834.00	7,958.38	10,000.00	(2,041.62)	79.6%
8195 · SUBGRANT PASS-THROUGH	0.00	0.00	1,846.54	2,200.00	(353.46)	83.9%
8205 · TAXES/LICENSE	0.00	50.00	95.00	600.00	(505.00)	15.8%
8250 · TELECOMMUNICATIONS	1,358.77	834.00	9,639.81	10,000.00	(360.19)	96.4%
8260 · RADIO SYSTEM-BUSES	174.90	500.00	4,318.14	5,000.00	(681.86)	86.4%
8300 · BLDG GROUNDS & MAINT	2,011.84	2,569.00	22,246.84	32,727.00	(10,480.16)	68.0%
8350 · INSURANCE	16,094.23	12,864.00	42,588.78	51,456.00	(8,867.22)	82.8%
8360 · FUEL	21,439.32	21,848.00	135,065.79	262,160.00	(127,094.21)	51.5%
8460 · UTILITIES	1,877.89	567.00	18,308.85	19,000.00	(691.15)	96.4%
8465 · JANITORIAL SERV & SUPPLIES	448.36	634.00	3,082.98	7,600.00	(4,517.02)	40.6%
8480 · UNIFORMS	644.19	734.00	5,351.19	7,600.00	(2,248.81)	70.4%
8500 · DONATIONS/GIFTS/CONTRIB	45.00	0.00	2,209.01	0.00	2,209.01	
8501 · DONATIONS CLEARING	-45.00	0.00	-2,134.01	0.00	(2,134.01)	
8550 · D/A SCREENING & BACKGROUND CKS	180.00	209.00	767.94	2,500.00	(1,732.06)	30.7%
8560 · DUES/SUBSCRIPTIONS/FEES	91.25	380.00	17,705.22	13,720.00	3,985.22	129.0% *
8570 · ELECTION FEES	3,127.28	4,940.00	3,127.28	4,940.00	(1,812.72)	63.3%
8575 · EMPLOYEE RECOGNITION	369.85	103.00	2,628.16	3,230.00	(601.84)	81.4%
8605 · VEHICLE MAINT & REPAIR	5,879.64	10,174.00	97,331.53	134,080.00	(36,748.47)	72.6%
8650 · COMPUTER INFO TECH SERVICES	1,260.68	4,158.00	48,110.01	49,913.00	(1,802.99)	96.4%
8660 · SHELTER CLEANING/REPAIR	0.00	100.00	1,968.08	3,000.00	(1,031.92)	65.6%
8705 · SMALL TOOLS/MINOR EQUIPMENT	0.00	184.00	612.48	2,200.00	(1,587.52)	27.8%
8750 · CONFERENCES/TRAINING/TRAVEL	2,912.25	666.00	23,593.91	25,000.00	(1,406.09)	94.4%
8780 · MEETING EXPENSE	0.00	25.00	1,747.60	1,375.00	372.60	127.1% *
Total Expense	183,130.22	187,366.00	1,851,375.04	2,164,565.00	(313,189.96)	85.5%
Net Ordinary Income	66,087.35	188,264.00	471,184.47	249,889.00	221,295.47	188.6%

**SUNSET EMPIRE TRANSPORTATION
 GENERAL FUND
 Profit & Loss Budget Performance
 June 2015**

	<u>Month</u> <u>Actual</u>	<u>Month</u> <u>Budget</u>	<u>YTD</u> <u>Actual</u>	<u>Annual Budget</u>	<u>YTD Actual to</u> <u>Annual Budget</u>	
					\$ (Under)	
					\$ Over	%
YTD Actual to Budget Target: 100%						
Other Income/Expense						
Total Other Income	0.00	0.00	0.00	0.00	0.00	
Other Expense						
9600 · DEBT SERVICE & INTEREST-FEES	11,298.74	6,600.00	195,318.30	197,140.00	(1,821.70)	99.1%
9700 · CAPITAL EXPENSE	9,125.00	99,440.00	78,011.69	216,880.00	(138,868.31)	36.0%
9800 · CONTINGENCY	0.00	0.00	0.00	216,456.00	(216,456.00)	0.0%
9850 · TRANSFERS OUT	0.00	0.00	50,000.00	50,000.00	0.00	100.0%
Total Other Expense	<u>20,423.74</u>	<u>106,040.00</u>	<u>323,329.99</u>	<u>680,476.00</u>	<u>(357,146.01)</u>	<u>47.5%</u>
Net Other Income	<u>-20,423.74</u>	<u>-106,040.00</u>	<u>-323,329.99</u>	<u>-680,476.00</u>	<u>357,146.01</u>	<u>47.5%</u>
Net Income	<u><u>45,663.61</u></u>	<u><u>82,224.00</u></u>	<u><u>147,854.48</u></u>	<u><u>-430,587.00</u></u>	<u><u>578,441.48</u></u>	<u><u>134.3%</u></u> *

**SUNSET EMPIRE TRANSPORTATION
RIDE CARE FUND
Profit & Loss Budget Performance
June 2015**

YTD Actual to Budget Target: 100%

Ordinary Income/Expense

Income

	Month Actual	Month Budget	YTD Actual	Annual Budget	YTD Actual to Annual Budget	
					\$ (Under) \$ Over	%
4305 · INTEREST	283.83		1,094.39	0.00	1,094.39	
4310 · MISC INCOME	0.00		55.00		55.00	
4400 · PROVIDER SERV REIMBURSEMENTS	430,029.66	546,634.00	3,351,144.25	3,931,000.00	(579,855.75)	85.2%
Total Income	430,313.49	546,634.00	3,352,293.64	3,931,000.00	(578,706.36)	85.3%

Expense

6000 · PAYROLL WAGES	21,169.59	24,170.00	258,483.01	290,026.00	(31,542.99)	89.1%
6200 · PAYROLL TAXES & W/C - EMPLOYER	3,557.13	3,426.00	32,692.18	41,117.00	(8,424.82)	79.5%
6300 · BENEFITS	5,561.06	8,994.00	70,426.75	107,926.00	(37,499.25)	65.3%
6560 · PAYROLL EXP (OUTSOURCED FEES)	23.04	0.00	232.04	0.00	232.04	
7750 · RC PROVIDER SERVICES	203,415.09	325,274.00	2,086,718.81	2,019,250.00	67,468.81	103.3%
7760 · DMAP ANNUAL ADJUSTMENT PAYMENTS	0.00	160,000.00	0.00	160,000.00	(160,000.00)	0.0%
8010 · BANK CHGS/FEES	0.00	20.00	0.00	224.00	(224.00)	0.0%
8055 · AUDIT	0.00	0.00	5,655.20	5,760.00	(104.80)	98.2%
8155 · LEGAL ADS	6.54	0.00	141.76	480.00	(338.24)	29.5%
8160 · PROFESSIONAL SERVICES	196.00	418.00	3,339.30	5,000.00	(1,660.70)	66.8%
8167 · LEGAL COUNSEL	0.00	50.00	4,561.62	2,400.00	2,161.62	190.1% *
8170 · EDUCATION/OUTREACH	0.00	0.00	0.00	0.00		
8175 · NEWSPAPER ADS	286.32	0.00	609.52	400.00	209.52	152.4% *
8180 · OFFICE SUPPLIES	178.35	534.00	3,246.51	6,400.00	(3,153.49)	50.7%
8182 · OFFICE FURNITURE/EQUIPMENT	0.00	216.00	173.48	2,592.00	(2,418.52)	6.7%
8185 · POSTAGE-SHIPPING	49.00	50.00	377.37	500.00	(122.63)	75.5%
8190 · PRINTING	0.00	164.00	0.00	1,960.00	(1,960.00)	0.0%
8205 · TAXES/LICENSE	0.00	0.00	0.00	100.00	(100.00)	0.0%
8250 · TELECOMMUNICATIONS	851.62	862.00	10,616.80	10,325.00	291.80	102.8%

**SUNSET EMPIRE TRANSPORTATION
RIDE CARE FUND
Profit & Loss Budget Performance
June 2015**

	<u>Month Actual</u>	<u>Month Budget</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>YTD Actual to Annual Budget</u>	
					\$ (Under)	
					\$ Over	%
YTD Actual to Budget Target: 100%						
8300 · BLDG GROUNDS & MAINT	691.70	1,216.00	8,142.44	14,585.00	(6,442.56)	55.8%
8350 · INSURANCE	1,618.44	993.00	5,377.74	5,354.00	23.74	100.4%
8400 · BUS PASSES	1,590.00	500.00	15,149.50	6,000.00	9,149.50	252.5% *
8460 · UTILITIES	594.10	250.00	6,076.69	6,000.00	76.69	101.3%
8465 · JANITORIAL SERV & SUPPLIES	50.40	200.00	515.60	2,400.00	(1,884.40)	21.5%
8480 · UNIFORMS	0.00	218.00	807.56	2,600.00	(1,792.44)	31.1%
8550 · D/A SCREENING & BACKGROUND CKS	255.00	0.00	1,466.56	1,500.00	(33.44)	97.8%
8560 · DUES/SUBSCRIPTIONS/FEES	30.00	112.00	1,340.84	1,330.00	10.84	100.8%
8570 · ELECTION FEES	781.82	650.00	781.82	1,560.00	(778.18)	50.1%
8575 · EMPLOYEE RECOGNITION	36.00	45.00	552.73	1,020.00	(467.27)	54.2%
8650 · COMPUTER INFO TECH SERVICES	1,614.87	1,569.00	19,546.04	18,834.00	712.04	103.8%
8725 · MISCELLANEOUS	0.00	0.00	132.00	298.00	(166.00)	44.3%
8750 · CONFERENCES/TRAINING/TRAVEL	0.00	543.00	2,760.03	6,500.00	(3,739.97)	42.5%
8780 · MEETING EXPENSE	0.00	27.00	554.89	785.00	(230.11)	70.7%
Total Expense	<u>242,556.07</u>	<u>530,501.00</u>	<u>2,540,478.79</u>	<u>2,723,226.00</u>	<u>(182,747.21)</u>	<u>93.3%</u>
Net Ordinary Income	187,757.42	16,133.00	811,814.85	1,207,774.00	(395,959.15)	67.2%
Other Income/Expense						
Total Other Income	0.00	0.00	0.00	0.00		
Other Expense						
9600 · DEBT SERVICE & INTEREST-FEES	2,362.26	963.00	294,050.95	295,207.00	(1,156.05)	99.6%
9700 · CAPITAL EXPENSE	0.00	0.00	12,733.00	12,843.00	(110.00)	99.1%
9800 · CONTINGENCY	0.00	0.00	0.00	180,589.00	(180,589.00)	0.0%
Total Other Expense	<u>2,362.26</u>	<u>963.00</u>	<u>306,783.95</u>	<u>488,639.00</u>	<u>(181,855.05)</u>	<u>62.8%</u>
Net Other Income	<u>-2,362.26</u>	<u>-963.00</u>	<u>-306,783.95</u>	<u>-488,639.00</u>	<u>181,855.05</u>	<u>62.8%</u>
Net Income	<u><u>185,395.16</u></u>	<u><u>15,170.00</u></u>	<u><u>505,030.90</u></u>	<u><u>719,135.00</u></u>	<u><u>(214,104.10)</u></u>	<u><u>70.2%</u></u>

SUNSET EMPIRE TRANSPORTATION
Balance Sheet
As of June 30, 2015

	<u>Jun 30, 15</u>		<u>Jun 30, 15</u>
ASSETS		LIABILITIES & EQUITY	
Current Assets		Liabilities	
Checking/Savings		Current Liabilities	
1000 - SETD		Accounts Payable	
1002 - TILLS	300.00	2010 - Accounts Payable	
1005 - BUS FUND - CCB 02240	2,200.71	2010A - SETD - A/P	30,037.26
1010 - ON-LINE PURCHASE CCB (7498)	281.54	2010B - NWRC - A/P	47,923.13
1020 - CASH - FISCAL AGENT (HRA)- SETD	1,592.08	Total 2010 - Accounts Payable	<u>77,960.39</u>
1025 - LGIP 4992 (Operations)	484,866.61	Total Accounts Payable	<u>77,960.39</u>
1030 - PAYROLL - CCB (3950)	4,546.34	Other Current Liabilities	
1035 - CCB LOAN RES ACCT-CCB (2455)	75,222.54	2100 - PAYROLL LIABILITIES	17,819.90
1040 - GENERAL FUND - CCB (3943)	331,146.83	2106 - 2106 ANNUAL INSURANCE	13,286.61
1045 - EMPLOYEES FUND - CCB (3935)	1,109.82	2110 - Direct Deposit Liabilities	-17.05
Total 1000 - SETD	<u>901,266.47</u>	2260 - DEFERRED REVENUE	72,204.36
1050 - RIDE CARE		Total Other Current Liabilities	<u>103,293.82</u>
1065 - CASH - FISCAL AGENT(HRA) - NWRC	507.92	Total Current Liabilities	<u>181,254.21</u>
1080 - NWRC Reimb - CCB (3976)	485,082.00	Long Term Liabilities	
1085 - LGIP-RideCare	651,014.34	2800 - INTERCOMPANY TRANSACTION	
Total 1050 - RIDE CARE	<u>1,136,604.26</u>	2820 - INTERCOMPANY RECEIVABLE	262,939.35
Total Checking/Savings	<u>2,037,870.73</u>	2830 - INTERCOMPANY PAYABLE	-262,939.35
Accounts Receivable		Total 2800 - INTERCOMPANY TRANSACTION	<u>0.00</u>
1200 - ACCOUNTS RECEIVABLE		Total Long Term Liabilities	<u>0.00</u>
1200A - SETD - A/R		Total Liabilities	<u>181,254.21</u>
1200A-1 - SETD Grants AR	225,364.00	Equity	
1200A - SETD - A/R - Other	9,667.40	3050 - PRIOR PERIOD ADJ	152,927.00
Total 1200A - SETD - A/R	<u>235,031.40</u>	3800 - FUND BALANCE SETD	609,987.31
1200B - NWRC - A/R	<u>239,961.03</u>	3850 - FUND BALANCE NWRC	933,623.60
Total 1200 - ACCOUNTS RECEIVABLE	<u>474,992.43</u>	3900 - RETAINED EARNINGS	3,000.00
Total Accounts Receivable	474,992.43	Net Income	<u>702,885.38</u>
Other Current Assets		Total Equity	<u>2,402,423.29</u>
1205 - PROPERTY TAX RECEIVABLE	61,984.36	TOTAL LIABILITIES & EQUITY	<u><u>2,583,677.50</u></u>
1410 - PREPAID INS/BENEFITS	624.68		
1499 - UNDEPOSITED FUNDS	8,205.30		
Total Other Current Assets	<u>70,814.34</u>		
Total Current Assets	<u>2,583,677.50</u>		
TOTAL ASSETS	<u><u>2,583,677.50</u></u>		

SUNSET EMPIRE TRANSPORTATION
A/R Aging Summary
As of June 30, 2015

GENERAL FUND

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
CITY OF CANNON BEACH - A/R	7,606.40	0.00	0.00	0.00	0.00	7,606.40
ISN	30.00	0.00	0.00	0.00	0.00	30.00
NWRC-PASSES	1,140.00	0.00	0.00	0.00	0.00	1,140.00
ODOT	205,374.00	0.00	19,981.00	0.00	0.00	225,355.00
P-ALLSTATE INSURANCE AGENCY	142.50	0.00	0.00	0.00	0.00	142.50
P-ANDI WARREN INSURANCE AGENCY	47.50	0.00	0.00	0.00	0.00	47.50
P-BITS N BYTES COMPUTER SERVICE	47.50	0.00	0.00	0.00	0.00	47.50
P-BRACHMANN, CAROL	47.50	0.00	0.00	0.00	0.00	47.50
P-CELLAR ON 10TH, THE	95.00	0.00	0.00	0.00	0.00	95.00
P-FARMHOUSE FUNK	95.00	0.00	0.00	0.00	0.00	95.00
P-H&R Block	95.00	0.00	0.00	0.00	0.00	95.00
P-HIPFISH-PARKING	47.50	47.50	47.50	47.50	0.00	190.00
P-HOMESPUN QUILTS	95.00	0.00	0.00	0.00	0.00	95.00
PACIFIC NW WORKS	45.00	0.00	0.00	0.00	0.00	45.00
TOTAL	<u>214,907.90</u>	<u>47.50</u>	<u>20,028.50</u>	<u>47.50</u>	<u>0.00</u>	<u>235,031.40</u>

RIDECARE FUND

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
COLUMBIA PACIFIC	239,961.03	0.00	0.00	0.00	0.00	239,961.03
TOTAL	<u>239,961.03</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>239,961.03</u>

**SUNSET EMPIRE TRANSPORTATION
GENERAL FUND
A/P Aging Summary
As of June 30, 2015**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
ALSCO	0.00	89.79	0.00	0.00	0.00	89.79
ASTORIA FORD	482.40	0.00	0.00	0.00	0.00	482.40
ASTORIA, CITY OF	562.60	0.00	0.00	0.00	0.00	562.60
ATLANTIS AUTO GLASS, INC	0.00	175.00	0.00	0.00	0.00	175.00
AUTO ZONE	0.00	9.98	0.00	0.00	0.00	9.98
CLASSIC TOWING	0.00	317.50	0.00	0.00	0.00	317.50
CLATSOP COUNTY CLERK	3,909.10	0.00	0.00	0.00	0.00	3,909.10
CRS	277.67	40.00	0.00	0.00	0.00	317.67
E-HAZEN JEFF	191.08	0.00	0.00	0.00	0.00	191.08
E-JONES, MACKENZIE	95.00	0.00	0.00	0.00	0.00	95.00
E-PARKER, MARY	673.80	0.00	0.00	0.00	0.00	673.80
EO MEDIA GROUP	0.00	1,015.99	0.00	0.00	0.00	1,015.99
Eugene Register Guard	374.95	0.00	0.00	0.00	0.00	374.95
EXPLORER MEDIA GROUP	0.00	1,012.50	0.00	0.00	0.00	1,012.50
INDUSTRIAL DIESEL POWER, INC	2,142.58	0.00	0.00	0.00	0.00	2,142.58
IRON MOUNTAIN	70.64	0.00	0.00	0.00	0.00	70.64
JACKSON & SON OIL, INC.	4,936.18	0.00	0.00	0.00	0.00	4,936.18
MCCALL TIRE CENTER - Warrenton	0.00	798.76	0.00	0.00	0.00	798.76
MTR WESTERN BUS	3,092.38	1,630.26	0.00	0.00	0.00	4,722.64
NUWAY	0.00	-200.00	0.00	0.00	0.00	-200.00
O'REILLY AUTO PARTS	0.00	223.59	0.00	0.00	0.00	223.59
TOLAR	800.00	0.00	0.00	0.00	0.00	800.00
UNIVERSAL LICENSING	174.90	0.00	0.00	0.00	0.00	174.90
VERIZON WIRELESS	762.54	0.00	0.00	0.00	0.00	762.54
WARRENTON, CITY OF	311.69	0.00	0.00	0.00	0.00	311.69
WESTERN BUS SALES, INC.	0.00	320.20	0.00	0.00	0.00	320.20
WILCOX & FLEGEL	5,746.18	0.00	0.00	0.00	0.00	5,746.18
TOTAL	<u>24,603.69</u>	<u>5,433.57</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30,037.26</u>

**SUNSET EMPIRE TRANSPORTATION
RIDECARE FUND
A/P Aging Summary
As of June 30, 2015**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
E-HAZEN JEFF	108.00	0.00	0.00	0.00	0.00	108.00
NWRC-COLUMBIA COUNTY RIDER	2,811.98	0.00	0.00	0.00	0.00	2,811.98
NWRC-ELLIOTT'S TRANSPORT	1,841.00	0.00	0.00	0.00	0.00	1,841.00
NWRC-INTEGRA TELECOM	0.00	93.44	0.00	0.00	0.00	93.44
NWRC-KILTS JAYME	33.00	0.00	0.00	0.00	0.00	33.00
NWRC-MEDIX AMBULANCE	16,974.00	0.00	0.00	0.00	0.00	16,974.00
NWRC-SETD-PARA	1,696.00	712.00	0.00	0.00	0.00	2,408.00
NWRC-SETD-PASSES	1,140.00	0.00	0.00	0.00	0.00	1,140.00
NWRC-TILLAMOOK COUNTY TRANSPORTATION	7,532.75	0.00	0.00	0.00	0.00	7,532.75
NWRC-WAPATO SHORES, INC	11,806.13	0.00	0.00	0.00	0.00	11,806.13
RC-ANDERESON	0.00	113.39	0.00	0.00	0.00	113.39
RC BURK	0.00	48.30	0.00	0.00	0.00	48.30
RC CHUINARD	0.00	66.70	0.00	0.00	0.00	66.70
RC CONLEY	0.00	606.45	0.00	0.00	0.00	606.45
RC EVANGELISTA	0.00	148.35	0.00	0.00	0.00	148.35
RC HOLYOAK	0.00	251.96	0.00	0.00	0.00	251.96
RC KERR	0.00	83.95	0.00	0.00	0.00	83.95
RC LEWIS	0.00	412.73	0.00	0.00	0.00	412.73
RC PARTRIDGE	0.00	6.90	0.00	0.00	0.00	6.90
RC PERKINS	0.00	63.25	0.00	0.00	0.00	63.25
RC REKART	0.00	1,165.62	0.00	0.00	0.00	1,165.62
RC WEEKS	0.00	207.23	0.00	0.00	0.00	207.23
TOTAL	<u>43,942.86</u>	<u>3,980.27</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>47,923.13</u>

SUNSET EMPIRE TRANSPORTATION
Check Detail 5000+

June 2015

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Check	EFT 6-30-15	06/30/2015	CLATSOP COMMUNITY BANK	1040 - GENERAL FUND - CCB (3943)	-6,573.50
Bill Pmt -Check	3136	06/09/2015	NWRC-MEDIX AMBULANCE	1080 - NWRC Reimb - CCB (3976)	-7,565.00
Bill Pmt -Check	3148	06/09/2015	NWRC-WAPATO SHORES, INC	1080 - NWRC Reimb - CCB (3976)	-10,457.20
Bill Pmt -Check	3169	06/15/2015	NWRC-HOT SHOT TRANSPORTATION	1080 - NWRC Reimb - CCB (3976)	-6,669.94
Bill Pmt -Check	3170	06/15/2015	NWRC-MEDIX AMBULANCE	1080 - NWRC Reimb - CCB (3976)	-6,364.00
Bill Pmt -Check	3173	06/15/2015	NWRC-TILLAMOOK COUNTY TRANSPORTATION	1080 - NWRC Reimb - CCB (3976)	-14,943.75
Bill Pmt -Check	3175	06/15/2015	NWRC-WAPATO SHORES, INC	1080 - NWRC Reimb - CCB (3976)	-12,583.31
Bill Pmt -Check	3185	06/23/2015	NWRC-MEDIX AMBULANCE	1080 - NWRC Reimb - CCB (3976)	-8,004.00
Bill Pmt -Check	3191	06/23/2015	NWRC-TILLAMOOK COUNTY TRANSPORTATION	1080 - NWRC Reimb - CCB (3976)	-9,017.50
Bill Pmt -Check	3192	06/23/2015	NWRC-WAPATO SHORES, INC	1080 - NWRC Reimb - CCB (3976)	-11,669.66
Check	3195	06/15/2015	DHS DMAP	1080 - NWRC Reimb - CCB (3976)	-83,616.00

SUNSET EMPIRE TRANSPORTATION
Check Detail 5000+

June 2015

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	3206	06/30/2015	NWRC-TILLAMOOK COUNTY TRANSPORTATION	1080 - NWRC Reimb - CCB (3976)	-7,725.75
Bill Pmt -Check	3207	06/30/2015	NWRC-WAPATO SHORES, INC	1080 - NWRC Reimb - CCB (3976)	-11,467.44
Bill Pmt -Check	15178	06/09/2015	JACKSON & SON OIL, INC.	1040 - GENERAL FUND - CCB (3943)	-5,423.48
Bill Pmt -Check	15183	06/09/2015	US BANK TRUST N.A.	1040 - GENERAL FUND - CCB (3943)	-7,087.50
Bill Pmt -Check	15216	06/23/2015	WILCOX & FLEGEL	1040 - GENERAL FUND - CCB (3943)	-6,278.37
Bill Pmt -Check	15220	06/30/2015	CARD SERVICE CENTER	1040 - GENERAL FUND - CCB (3943)	-5,341.85
Bill Pmt -Check	15228	06/30/2015	GNSA	1040 - GENERAL FUND - CCB (3943)	-8,325.00
Bill Pmt -Check	15231	06/30/2015	PACIFICSOURCE ADMINISTRATORS	1040 - GENERAL FUND - CCB (3943)	-5,003.95
Bill Pmt -Check	15233	06/30/2015	SDIS	1040 - GENERAL FUND - CCB (3943)	-24,194.05

Bill

SUNSET EMPIRE TRANSPORTATION
 900 MARINE DRIVE
 ASTORIA OR 97103

Date	Ref. No.
06/16/2015	0188 5/8 - 6/7

Vendor
CARD SERVICE CENTER PO BOX 569100 DALLAS TX 75356-9100

PAID

Bill Due 07/01/2015
Terms
Memo

Expenses

Account	Memo	Amount	Customer:Job	Class
SOFTWARE-SUBSCRIPTIONS	CLABORN - 0808 ADOBE SUBSCRIPTION	19.99		ADMIN
HARDWARE	AMAZON.COM - IPAD FOR IT	359.51		ADMIN
EMPLOYEE RECOGNITION	FRED MEYER - SUPPLIES FOR DRIVERS WORKING MEM DAY	84.34		OPER - 5311
EMPLOYEE RECOGNITION	FRED MEYER - SUPPLIES FOR DRIVERS WORKING MEM DAY	9.82		OPER - 5311
TRAVEL	GOGOAIR.COM - INTERNET ON AIRPLANE - CCTA CONFERENCE	13.95		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	8.95		ADMIN
HARDWARE	LENOVO - COMPUTERS - RIDECARE	922.00	NWRC.	RIDECARE
TRAVEL	ALASKA AIR - BAGS - CTAA CONFERENCE	25.00		ADMIN
TRAVEL	CITY OF TAMPA - PARKING - CTAA CONFERENCE	9.50		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	19.34		ADMIN
TRAVEL	GOGOAIR.COM - INTERNET ON AIRPLANE - CTAA CONFERENCE	16.95		ADMIN
TRAVEL	GOGOAIR.COM - INTERNET ON AIRPLANE - CTAA CONFERENCE	9.95		ADMIN
TRAVEL	USAIRWAYS - BAGS - CTAA CONFERENCE	50.00		ADMIN
JANITORIAL SERV & SUPPLIES	EARLS - 0220 ASTORIA TRANSFER STATION - GARBAGE	34.75		OPER - 5311

Bill

SUNSET EMPIRE TRANSPORTATION
 900 MARINE DRIVE
 ASTORIA OR 97103

Date	Ref. No.
06/16/2015	0188 5/8 - 6/7

Vendor
CARD SERVICE CENTER PO BOX 569100 DALLAS TX 75356-9100

PAID

Bill Due 07/01/2015
Terms
Memo

Expenses

Account	Memo	Amount	Customer:Job	Class
BLDG GROUNDS & MAINT	DK WINDOW WORKS - FIX GARAGE WINDOW	190.00		OPER - 5311
EMPLOYEE RECOGNITION	HAZEN - 0667 SAFEWAY - CARD	6.28		ADMIN
EMPLOYEE RECOGNITION	LINDSTROMS DANISH MAID - EVENT SUPPLIES	16.00		SETD
NEWSPAPER ADS	OREGON GOVT FINANCE OFFICE - FINANCE OFFICER JOB AD	120.00		ADMIN
NEWSPAPER ADS	OREGON GOVT FINANCE OFFICE - FINANCE OFFICER JOB AD	30.00		ADMIN
TRAVEL	SHILO INN - LODGING - NWACT MEETING	122.08		ADMIN
TRAVEL	MEALS - WHITE HOUSE AGING CONFERENCE	13.99		ADMIN
TRAVEL	DAYS INN - LODGING - WHITE HOUSE AGING CONFERENCE	88.00		ADMIN
TRAVEL	DELTA AIR - BAG FEE- CTAA CONFERENCE	25.00		ADMIN
TRAVEL	MEALS- CTAA CONFERENCE	70.14		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	63.49		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	23.33		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	12.17		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	16.81		ADMIN
EDUCATION/OUTREACH	COMMUNITY TRANSPORTATION - BOOKS	200.00		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	50.76		ADMIN
TRAVEL	FUEL - CTAA CONFERENCE	32.70		ADMIN
TRAVEL	MEALS - CTAA CONFERENCE	46.88		ADMIN
TRAVEL	MEALS -CTAA CONFERENCE	6.28		ADMIN

Bill

SUNSET EMPIRE TRANSPORTATION
 900 MARINE DRIVE
 ASTORIA OR 97103

Date	Ref. No.
06/16/2015	0188 5/8 - 6/7

Vendor
CARD SERVICE CENTER PO BOX 569100 DALLAS TX 75356-9100

PAID

Bill Due 07/01/2015
Terms
Memo

Expenses

Account	Memo	Amount	Customer:Job	Class
OFFICE SUPPLIES	JONES - 0261	5.49	NWRC.	RIDECARE
HARDWARE	STAPLES -	403.43	NWRC.	RIDECARE
TEL-HARDWARE	CDW - MONITOR AND PARTS - RIDECARE	183.98	NWRC.	RIDECARE
POSTAGE-SHIPPING	NEWEGG - PHONE HEADSET - RIDECARE	49.00	NWRC.	RIDECARE
POSTAGE-SHIPPING	MOODY - 0469	49.00	NWRC.	ADMIN
OFFICE SUPPLIES	USPS	89.98		OPER - 5311
SOFTWARE-SUBSCRIPTIONS	HOMEDEPOT-FAN SMARTSHEET	16.00		ADMIN
EDUCATION/OUTREACH	PARKER - 0204	25.23		ADMIN
EDUCATION/OUTREACH	SAFEWAY - EVENT SUPPLIES	30.99		ADMIN
EDUCATION/OUTREACH	FRED MEYER - EVENT SUPPLIES	25.29		ADMIN
PRINTING	STAPLES - EVENT SUPPLIES	207.75		OPER - 5311
NEWSPAPER ADS	LAZERQUICK - STREETCAR SCHEDULES	543.57		ADMIN
NEWSPAPER ADS	OREGONIAN PUBLISHING CO - AD FOR FINANCE OFFICER	135.89	NWRC.	ADMIN
MEETING EXPENSE	OREGONIAN PUBLISHING CO - AD FOR FINANCE OFFICER	23.65		TRANS-OP 29191
MEETING EXPENSE	PIETILA - 0659	14.95		TRANS-OP 29191
MEETING EXPENSE	FRED MEYER	29.90		TRANS-OP 29191
TRAVEL	MEAL/MTG IN WARRENTON	272.52		TRANS-OP 29191
MEETING EXPENSE	MEAL/MTG IN WARRENTON	43.00		TRANS-OP 29191
	HOTELS.COM - LODGING			
	PETER PAN MARKET - SUPPLIES			

Bill

SUNSET EMPIRE TRANSPORTATION
 900 MARINE DRIVE
 ASTORIA OR 97103

Date	Ref. No.
06/16/2015	0188 5/8 - 6/7

Vendor
CARD SERVICE CENTER PO BOX 569100 DALLAS TX 75356-9100

PAID

Bill Due 07/01/2015
Terms
Memo

Expenses

Account	Memo	Amount	Customer:Job	Class
TRAVEL	MEALS -CTAA CONFERENCE	9.85		TRANS-OP 29191
TRAVEL	ALASKA AIR IN FLIGHT -	7.50		TRANS-OP 29191
TRAVEL	FOOD - CTAA CONFERENCE			
TRAVEL	ALOFT IN PORTLAND -	129.44		TRANS-OP 29191
TRAVEL	LODGING - CTAA			
TRAVEL	CONFERENCE			
TRAVEL	ALASKA AIR - BAGS - CTAA	25.00		TRANS-OP 29191
TRAVEL	CONFERENCE			
TRAVEL	MEALS - CTAA CONFERENCE	28.40		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	27.26		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	11.49		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	9.42		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	27.26		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	8.93		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	33.86		TRANS-OP 29191
TRAVEL	MEALS - CTAA CONFERENCE	10.22		TRANS-OP 29191
TRAVEL	BAY HARBOR HARBOR	99.16		TRANS-OP 29191
TRAVEL	HOTEL- CTAA CONFERENCE			
TRAVEL	AA INFLIGHT -CTAA	25.58		TRANS-OP 29191
TRAVEL	CONFERENCE			
TRAVEL	MEALS - CTAA CONFERENCE	20.90		TRANS-OP 29191

Expense Total : 5,341.85

Bill Total : \$5,341.85

Holidays

As you may recall, during the budget process 3 additional holidays were included in the adopted budget. In an effort to provide accurate information to our ridership, the Board needs to determine what holidays they want the buses operating. Keep in mind that will include paratransit rides as well. Recently we operated on Memorial Day, July 4th and Labor Day. Knowing that we are a tourist destination and that these routes are crucial to support the service industry employees' need for transportation, your decision was prudent and forward thinking. In the budget that you adopted, the following holidays are funded for operation:

Independence Day	7/4/15
Labor Day	9/7/15
Veterans Day	11/11/15
Martin Luther King Jr. Day	1/18/16
Presidents' Day	2/15/16
Memorial Day	5/30/16

The cost to operate the above 6 holidays is approximately \$6k and is in the budget.

The following holidays are budgeted non-operational holidays:

Thanksgiving Day	11/26/15
Christmas Day	12/25/15
New Year's Day	1/1/16

I would like to offer you a proposal to discuss in regards to the 3 holidays (MLK Day, Presidents Day and Veterans Day) that were added to the budget this year. I would like to make these flexible holidays for the employees. I would like to offer them the ability to schedule these holidays up to 2 weeks before and 2 weeks after the holiday. This is a benefit to both the employees and the District. We won't have to pay overtime for those working on the holiday and it gives the employees the opportunity to schedule that paid day off when it is more conducive to their schedule. For instance, November 11th is on a Wednesday this year. Some employees may want to schedule that holiday for November 27th, Black Friday, giving them a 4 day weekend. We would treat these requests like any other time off requests so that we are sure to have enough people working without causing overtime for the District.

I had thoughts about proposing a modified holiday schedule but I believe it will be less confusing for our ridership if we keep the existing routes in service. CC Rider will be operating the new Lower Columbia Connector route on Memorial Day, July 4th and Labor Day through the biennium. Tillamook will not be providing service on those three holidays.

I have attached a listing of observed holidays from other organizations for your reference.



Agreement Number 149317

**STATE OF OREGON
INTERGOVERNMENTAL AGREEMENT**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This Agreement is between the State of Oregon, acting by and through its Department of Human Services, hereinafter referred to as “DHS” and

Sunset Empire Transportation District
900 Marine Drive
Astoria OR 97103
Attn: Jason Jones or Jeff Hazen
Voice: 503-861-5398
Fax: 503-861-0553
Email: Jason@ridethebus.org or jeff@ridethebus.org

hereinafter referred to as “Agency.”

Work to be performed under this Agreement relates principally to DHS’

CAF – Child Welfare
Columbia County
500 N. Hwy 30, Suite 220
St. Helens OR 97051
Attn: Terri Stone
Voice: 503-366-8304
Fax: 503-397-1092
Email: terri.stone@state.or.us

1. Effective Date and Duration.

This Agreement, when fully executed by every party, regardless of the date of execution by every party, shall become effective on the date this Agreement has been approved by the Department of Justice or July 1, 2015 whichever date is later. Unless extended or terminated earlier in accordance with its terms, this Agreement shall expire on June 30, 2017. Agreement termination shall not extinguish or prejudice DHS' right to enforce this Agreement with respect to any default by Agency that has not been cured.

2. Agreement Documents.

a. This Agreement consists of this document and includes the following listed exhibits which are incorporated into this Agreement:

- (1) Exhibit A, Part 1: Statement of Work
- (2) Exhibit A, Part 2: Payment and Financial Reporting
- (3) Exhibit A, Part 3: Special Terms and Conditions
- (4) Exhibit B: Standard Terms and Conditions
- (5) Exhibit C: Subcontractor Insurance Requirements
- (6) Exhibit D: Required Federal Terms and Conditions

There are no understandings, agreements, or representations, oral or written, regarding this Agreement that are not specified herein.

b. In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence: this Agreement without Exhibits, Exhibits D, A, B, and C.

c. For purposes of this Agreement, "Work" means specific work to be performed or services to be delivered by Agency as set forth in Exhibit A.

3. Consideration.

a. The maximum not-to-exceed amount payable to Agency under this Agreement, which includes any allowable expenses, is \$50,000. DHS will not pay Agency any amount in excess of the not-to-exceed amount for completing the Work, and will not pay for Work until this Agreement has been signed by all parties.

b. DHS will pay only for completed Work under this Agreement, and may make interim payments as provided for in Exhibit A.

4. Vendor or Sub-Recipient Determination. In accordance with the State Controller's Oregon Accounting Manual, policy 30.40.00.102, DHS' determination is that:

- Agency is a sub-recipient Agency is a vendor Not applicable

Catalog of Federal Domestic Assistance (CFDA) #(s) of federal funds to be paid through this Agreement: 93.658

5. Agency Data and Certification.

a. Agency Information. Agency shall provide information set forth below. This information is requested pursuant to ORS 305.385 and OAR 125-246-0330(1).

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

Agency Name (exactly as filed with the IRS): _____

Street address: _____

City, state, zip code: _____

Email address: _____

Telephone: () _____ Facsimile: () _____

Federal Employer Identification Number: _____

Proof of Insurance:

Workers' Compensation Insurance Company: _____

Policy #: _____ Expiration Date: _____

The above information must be provided prior to Agreement execution. Agency shall provide proof of insurance upon request by DHS or DHS designee.

b. Certification. The Agency acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any "claim" (as defined by ORS 180.750) that is made by (or caused by) the Agency and that pertains to this Agreement or to the project for which the Agreement work is being performed. The Agency certifies that no claim described in the previous sentence is or will be a "false claim" (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Agency further acknowledges that in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Agency. Without limiting the generality of the foregoing, by signature on this Agreement, the Agency hereby certifies that:

- (1) The information shown in this Section 5., Agency Data and Certification, is Agency's true, accurate and correct information;
- (2) To the best of the undersigned's knowledge, Agency has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;
- (3) Agency and Agency's employees and agents are not included on the list titled "Specially Designated Nationals and Blocked Persons" maintained

by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at <http://www.treas.gov/offices/enforcement/ofac/sdn/t11sdn.pdf>;

- (4) Agency is not listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal procurement or Non-procurement Programs" found at <https://www.sam.gov/portal/public/SAM/>; and
 - (5) Agency is not subject to backup withholding because:
 - (a) Agency is exempt from backup withholding;
 - (b) Agency has not been notified by the IRS that Agency is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (c) The IRS has notified Agency that Agency is no longer subject to backup withholding.
- c. Agency is required to provide its Federal Employer Identification Number (FEIN). By Agency's signature on this Agreement, Agency hereby certifies that the FEIN provided to DHS is true and accurate. If this information changes, Agency is also required to provide DHS with the new FEIN within 10 days.

AGENCY, BY EXECUTION OF THIS AGREEMENT, HEREBY ACKNOWLEDGES THAT AGENCY HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

AGENCY: YOU WILL NOT BE PAID FOR WORK PERFORMED PRIOR TO NECESSARY STATE APPROVALS

6. Signatures.

Agency: Sunset Empire Transportation District

By:

Authorized Signature	Title	Date
----------------------	-------	------

State of Oregon, acting by and through its Department of Human Services

By:

Authorized Signature	Title	Date
----------------------	-------	------

Approved for Legal Sufficiency:

Not Required per OAR 137-045-0030(1)(a)

Assistant Attorney General	Date
----------------------------	------

Program Office Review:

Approved via email for signature routing by OCP	July 9, 2015
Terri Stone	Date

Office of Contracts and Procurement Review:

Vincent Dunn, Contract Specialist	Date
-----------------------------------	------

EXHIBIT A

Part 1 Statement of Work

DHS requires that the Agency meets the highest standards prevalent in the industry or business most closely involved in providing the appropriate goods or services.

1. Purpose

As directed by the Oregon Revised Statutes (ORS) 418.580 through 418.598, the Agency and the Department of Human Services execute this Agreement for the provision of Strengthening, Preserving and Reunifying Families Services (SPRF).

2. Background

- a. The Strengthening, Preserving and Reunifying Families Program (the “Program”) was created by the Oregon legislature with the goal of reducing trauma to children who are removed from their families of origin because of reasons of abuse or neglect, and to resolve those issues by means of offering family-focused services starting at the assessment phase of the case and extending into aftercare services when children are returned home.
- b. Services provided will be culturally-competent, evidenced-based or evidence informed, client-centered, and family-focused. Services will be both front-end intervention programs in the home and community to support and maintain in-home placement; and services in the home, community and with the foster parent, child and biological parents to support early reunification programs.
- c. The overall goals of the Program are to safely and equitably reduce the number of children in the foster care system by reducing the length of stay in foster care, maintaining children safely at home with their parents or caregivers, reducing the re-referral and reentry rates of families into the child welfare system, and increasing the timeliness to permanency.

3. Definitions:

- a. “Child” means a child who qualifies for Child Welfare services provided by the Department of Human Services.
- b. “Child Welfare Caseworker” or “Caseworker” means DHS Child Welfare staff. Although Agency will coordinate aspects of an individual client-family case management responsibility with one primary DHS Child Welfare Caseworker, there are circumstances where the term “Caseworker” will also include DHS supervisors, managers or technical staff, and can include Child Welfare workers with experience in other child welfare disciplines, such as Child Protective

Services (CPS), Foster Care, Family Based Services, Residential Services or Adoptions, among others.

- c. “Client Family” see definition for “Family”
- d. “Client-focused functional outcome measures” means objective, observable measures of outcomes for services provided to a child and a child’s family under ORS 415.575 to 418.598, including but not limited to measures relating to permanency.
- e. “Family” means, at a minimum but not to the exclusion of siblings as defined in ORS 419A.004 or other persons living in the same household with a child, the child and:
 - 1) The Child’s parent as defined in ORS 419A.004;
 - 2) The Child’s guardian appointed pursuant to ORS chapter 125; or
 - 3) A person who has a caregiver relationship as defined in ORS 419B.116 with the child.
- f. “Office of Child Welfare Programs” or “Child “Welfare” is a Program office within the Oregon Department of Human Services.
- g. “Volunteer Driver” is an uncompensated driver of Agency who transports DHS Clients for medical and non-medical appointments. While Volunteer Drivers are not paid they are reimbursed for mileage expenses at the state rate which can be found online at:
<http://www.oregon.gov/DAS/CFO/SARS/policies/oam/40.10.00.pdf>

4. Overview

Agency shall provide transportation services for Child Welfare Clients to non-medical appointments.

The goals are to assist clients with transportation needed to complete activities under their case plans.

5. Referral Protocols

- a. Based on identified Client or Client Family needs, DHS will initiate referrals using form, (0883) available on the DHS Forms server; for Services, to the Agency (SETD) via e-mail or fax. Upon acceptance the Agency (SETD) shall contact the Caseworker within 48 hours to confirm the transportation and contact

the Client to arrange the transport. Referrals shall be accepted during normal business hours, which are 8a.m. – 5p.m. Monday through Friday.

- 1) For Child Protective Services (CPS) referrals, Agency (SETD) shall initiate contact with the family within 48 hours of receipt.

For any non-CPS referral, Agency (SETD) shall initiate contact with the family within 48 hours.

- 2) In cases where the Agency does not accept referral, Agency shall notify the referring DHS Caseworker within 24 hours of referral initiation.
- b. Services are expected to last from 1 day to 9 months for all referrals with the average being approximately 1 day to 1 week. In cases where additional time is necessary, Agency shall obtain prior approval from the DHS assigned Caseworker.

6. Performance Work Statement

ORS 418.580 (2)(c) allows for contracts entered into for Program Services to be performance-based. This Agreement is entered into by the parties to this Agreement with the understanding that this is a performance-based contract and as part of administration of this Agreement, DHS will be monitoring the outcome data and working with the Agency to assist in achieving specific performance standards as defined in Section 8. All Services under this Agreement as provided by the Agency will be directly related to meeting the outcome measures as defined in Section 8. Service array is as follows:

- a. Agency (SETD) shall assist, train and recruit Volunteer Drivers to transport Child Welfare Clients to visits and other appointments related to their Child Welfare case.
- b. Agency (DHS) will require Volunteer Drivers to complete a full background check through the DHS Background Unit including a DMV check.
- c. Agency (SETD) shall provide non-medical transportation from all areas of Clatsop County. Agency (SETD) shall dispatch and reimburse DHS Volunteer Drivers to transport Child Welfare clients to visits and other appointments related to their Child Welfare case.
- d. Agency (DHS) will require Volunteer Drivers to be oriented on DHS Core Values, confidentiality, privacy laws, security and mandatory reporting and defensive driving.
- e. Agency (SETD) shall provide Client Transportation as follows:

- f. Agency (SETD) shall reimburse Volunteer Drivers weekly for mileage driven under this agreement.

Upon referral, Agency (SETD) shall provide Client transportation services in order to facilitate Client's participation in recovery and reunification related activities. Agency shall provide those services through DHS Volunteer Driver's private vehicles subject to the conditions below. Prior to performing Client transportation services for DHS Clients, DHS will provide Agency (SETD) with a written certification that all Volunteer Drivers performing Client transportation services under the Agreement are fully qualified and meet all of the requirements listed in subparagraphs (2), (3) and (4), below.

- g. Client Transportation

- a) Agency (SETD) shall provide Client Transportation Services in order to facilitate Client's participation in recovery and reunification related activities. Agency (SETD) shall provide those services through DHS Volunteer Driver's private vehicles subject to the conditions below.
- b) Insurance Requirements: Agency (SETD and DHS) shall require Volunteer Driver's vehicles to be registered and in full compliance with the laws and rules of the State of Oregon Department of Motor Vehicles. The Certificate of Insurance shall confirm the required insurance coverage or endorsement has been obtained and is in full force on the transporting vehicle. Agency (DHS) will provide updated insurance certificates on each transporting vehicle for each subsequent vehicle policy period during the contract term.
- d) Driver shall have a working cellular phone at their disposal at all times, for emergency communication, while transporting Clients.
- e) Driver Standards.

Agency (DHS) shall not allow any person to perform client-family transportation services who does not meet all of the following requirements:

- 1) Licensed to operate the transporting vehicle according to the laws and regulations of the State of Oregon;
- 2) Certified by the Agency (DHS) to be qualified to transport Child Welfare client-families;

- 3) Agency (DHS) shall not allow any individual having the following in the personal or criminal history to participate as a client-family transportation provider:
 - a) having ever been convicted, or under the investigation, of a crime in the category of homicide;
 - b) having ever been convicted, or under the investigation, of a crime related to a sexual offense; or
 - c) currently have a pending criminal charge.
- f) Agency (DHS) shall conduct regular periodic driver and criminal history checks of all employees performing transportation services under the terms and conditions of this Agreement. Subsequent driver and criminal history checks shall be conducted within 2 calendar years from the previous driver and criminal history check conducted. If any employee is in violation of any provision listed above, or, to the best of the Agency's (DHS or SETD) knowledge is currently under investigation of such actions, the Agency (DHS or SETD) shall immediately discontinue and remove the employee from providing any client transportation services under the Agreement.
- g) Vehicle Standards

Agency (DHS) Volunteer Drivers must comply with the following standards for all vehicles being used for Client transportation services:

 - 1) Agency (DHS) certifies that all vehicles used for Client transportation services have clean and uncluttered passenger compartments, are fully registered and licensed according to the laws of the State of Oregon, and are in good and safe operating condition that meet or exceed the applicable minimum standards, rules and laws for vehicle safety;
 - 2) A certified and properly installed child-safety seat, booster seat or other device required by law or rule for the transport of children shall be utilized if required by rule or law based on a child's age, height or weight;

- 3) Seat belts shall be properly installed, maintained and used by all occupants of the vehicle at all times the vehicle is in operation;
- 4) No smoking shall be permitted in the vehicle at any time while providing Client transportation services.
- 5) No fueling of the vehicle shall be performed while transporting Child Welfare Clients.
- 6) Agency's (DHS) Volunteer Drivers shall:
 - a) Secure any articles in the passenger compartment of the transporting vehicle likely to cause injury to the occupants in the event of an accident, sudden stop or emergency evasive action;
 - b) Provide adequate lighting and ventilation/heating in the transporting vehicle appropriate to the environment;
 - c) Not carry, nor shall the vehicle transport, mace/pepper spray or weapons of any type when transporting Child Welfare Clients; and
 - d) DHS Volunteer Drivers are required to notify DHS and SETD (Agency) of any traffic moving violations, motor vehicle accidents or crimes for which they are arrested or cited during their period of active volunteer service.
- h) Qualification Requirements: Volunteer Drivers must be a registered DHS Volunteer and have completed a background check, driver's check and DHS Orientations required by the Agency's (DHS) Volunteer Facilitator. DHS Volunteer Drivers must complete an additional orientation and training specific to transporting Child Welfare Client-Families under this contract.

7. Reports of Abuse and Safety Plan Violations:

- a. Any concerns about the safety of the children, or the safety and stability of the home environment shall be immediately reported to the local child abuse reporting number.
- b. Contact from alleged offenders will immediately be reported to the assigned DHS caseworker. Agency Services will not be provided when uncontrolled offenders have continued access to children in their homes.
- c. Any violation of the protective action, safety plan or relapse prevention plan will be reported to the DHS caseworker within 24 hours of observation. For example: the parent's un-willingness or ability to comply with the protective action or safety plan.

8. Program Outcome Measures

With DHS's implementation of performance-based contracting, Child Welfare will gather end of service data reported out by the Agency and validated by Child Welfare. Child Welfare will utilize this and other data to work with the Agency to support continuous improvement efforts which promote better outcomes for children and families.

Program Outcome Measures

- a. Transportation will be based on successful achievement of the following outcome expectations:
 - 1) Achieved: Client attended (at minimum) 80% of appointments, services or required meetings.
 - 2) Partially Achieved: Client attended more than 50% but less than 80% appointments, services, required meetings.
 - 3) Not Achieved: Client attendance was 50% or less for appointments, services or required meetings.

When a dispute arises in regards to whether or not child-driven outcomes have been achieved by the Agency, DHS will make the final decision.

Outcomes measures may be modified deleted or exchanged as necessary and if so, will be completed through written amendment.

9. Reporting

Agency shall provide the following reporting:

a. Initial

Upon acceptance of a referral, a written e-mail stating the ride can be accomplished; an immediate notice via e-mail or phone call to the DHS Caseworker and the DHS Supervisor if the client does not participate in the transport.

b. Monthly

Written Reports to include indicating all rides provided during the reporting period.

c. Closing

As this Agreement is Performance-based, Agency's (SETD) periodic or Closing Reports will focus on providing necessary information that will ultimately, describe the results of client-families achieving performance outcomes as described in Section 8. The DHS invoice shall be considered the closing report for services provided to the client-families.

EXHIBIT A

Part 2 Payment Provisions

1. Payment Provisions:

- a. As consideration for the services provided by the Agency during the period specified Section 1. Effective Date and Duration, DHS will pay to the Agency, a maximum not-to-exceed amount as specified in Section 3. Consideration, to be paid as follows:

DHS will make payments to the Agency at the rate of \$12.50 per ride (one way trip) per up to 50 rides (trips) per month for the provision of all Services as described in Exhibit A, Part 1. Total Not to Exceed for the term of this agreement is \$15,000.00.

Mileage reimbursement for Agency (SETD) to reimburse Volunteer Drivers, will be included in the monthly invoices, per Section 2. "Travel and other expenses", below.

Mileage reimbursement expenses are Not to Exceed \$35,000.00 per the term of this Agreement.

- b. Agency Invoice, Completion and Submission will have the following language and links:

- 1) Agency shall submit billings on the approved DHS invoice form located at:

<https://apps.state.or.us/Forms/Served/ce0846.xlsm>

Instructions and requirements for completion and submission of an invoice are included on the third tab of the Excel invoice document. Invoices must be submitted with all fields properly populated.

- 2) Agency shall report Performance-based Agreement outcomes on the invoice form upon invoicing for final service for Client-family as required in Section 8.
- 3) Payment will be made by DHS to the Agency monthly on or after the first of each month following the month in which services were performed, subject to receipt and approval by DHS of the Agency's invoice and any required reporting as defined in the Statement of Work for this Agreement.

For questions regarding payments please email the local DHS office from which the referral was made. Email addresses may be obtained at:

<http://www.oregon.gov/dhs/children/providers-partners/Documents/Local%20Office%20Contact%20List%20for%20Agreement%20Providers.pdf>

2. Travel and Other Expenses:

- a. No travel shall be paid in addition to the consideration identified in Exhibit A., Payment Provisions 1. A. above.
- b. Automobile mileage will be reimbursed at the current state rate, for non-represented employees, in effect at time expenses incurred. State rates and rules can be found on-line at:

<http://www.oregon.gov/DAS/CFO/SARS/policies/oam/40.10.00.pdf>

EXHIBIT A

Part 3 Special Terms and Conditions

1. Confidentiality of Client Information.

- a. All information as to personal facts and circumstances obtained by the Agency on the client shall be treated as privileged communications, shall be held confidential, and shall not be divulged without the written consent of the client, his or her guardian, or the responsible parent when the client is a minor child, or except as required by other terms of this Agreement. Nothing prohibits the disclosure of information in summaries, statistical, or other form, which does not identify particular individuals.
- b. The use or disclosure of information concerning clients shall be limited to persons directly connected with the administration of this Agreement. Confidentiality policies shall be applied to all requests from outside sources.
- c. DHS, Agency and any subcontractor will share information as necessary to effectively serve DHS clients.

2. Amendments.

- a. DHS reserves the right to amend or extend the Agreement under the following general circumstances:
 - (1) DHS may extend the Agreement for additional periods of time up to a total Agreement period of 5 years, and for additional money associated with the extended period(s) of time. The determination for any extension for time may be based on DHS' satisfaction with performance of the work or services provided by the Agency under this Agreement.
 - (2) DHS may periodically amend any payment rates throughout the life of the Agreement proportionate to increases in Portland Metropolitan Consumer Price Index; and to provide Cost Of Living Adjustments (COLA) if DHS so chooses. Any negotiation of increases in rates to implement a COLA will be as directed by the Oregon State Legislature.
- b. DHS further reserves the right to amend the Statement of Work based on the original scope of work for the following:
 - (1) Programmatic changes/additions or modifications deemed necessary to accurately reflect the original scope of work that may not have been expressed in the original Agreement or previous amendments to the Agreement;
 - (2) Implement additional phases of the Work; or
 - (3) As necessitated by changes in Code of Federal Regulations, Oregon Revised Statutes, or Oregon Administrative Rules which, in part or in

combination, govern the provision of services provided under this Agreement.

- c. Upon identification, by any party to this Agreement, of any circumstance which may require an amendment to this Agreement, the parties may enter into negotiations regarding the proposed modifications. Any resulting amendment must be in writing and be signed by all parties to the Agreement before the modified or additional provisions are binding on either party. All amendments must comply with Exhibit B, Section 21. "Amendments" of this Agreement.

3. Agency Requirements to Report Abuse of Certain Classes of Persons.

- a. Agency shall comply with, and cause all employees to comply with, the applicable laws for mandatory reporting of abuse for certain classes of persons in Oregon, including:
 - (1) Children (ORS 419B.005 through 419B.045);
 - (2) Elderly Persons (ORS 124.055 through 124.065);
 - (3) Residents of Long Term Care Facilities (ORS 441.630 through 441.645);
 - (4) Adults with Mental Illness or Developmental Disabilities (ORS 430.735 through 430.743).
- b. Agency shall make reports of suspected abuse of persons who are members of the classes established in Section 3.a. above to Oregon's Statewide Abuse Reporting Hotline: 1-855-503-SAFE (7233), as a requirement of this Agreement.
- c. Agency shall immediately report suspected child abuse, neglect or threat of harm to DHS' Child Protective Services or law enforcement officials in full accordance with the mandatory Child Abuse Reporting law (ORS 419B.005 through 419B.045). If law enforcement is notified, the Agency shall notify the referring DHS caseworker within 24 hours. Agency shall immediately contact the local DHS Child Protective Services office if questions arise as to whether or not an incident meets the definition of child abuse or neglect.
- d. Agency shall report suspected abuse of the elderly or abuse of patients in a medical or care facility immediately to DHS' Aging and People with Disabilities office or to a law enforcement agency.
- e. If known, the abuse report should contain the following:
 - (1) The name and address of the abused person and any people responsible for their care;
 - (2) The abused person's age;
 - (3) The nature and the extent of the abuse, including any evidence of previous abuse;
 - (4) The explanation given for the abuse;
 - (5) The date of the incident; and

- (6) Any other information that might be helpful in establishing the cause of the abuse and the identity of the abuser.
4. **Equal Access to Services.** Agency shall provide equal access to covered services for both males and females under 18 years of age, including access to appropriate facilities, services and treatment, to achieve the policy in ORS 417.270.
 5. **Media Disclosure.** Agency will not provide information to the media regarding a recipient of services purchased under this Agreement without first consulting the DHS office that referred the child or family. Agency will make immediate contact with the DHS office when media contact occurs. The DHS office will assist Agency with an appropriate follow-up response for the media.
 6. **Nondiscrimination.** Agency must provide services to DHS clients without regard to race, religion, national origin, sex, age, marital status, sexual orientation or disability (as defined under the Americans with Disabilities Act). Agency services must reasonably accommodate the cultural, language and other special needs of clients.

EXHIBIT B

Standard Terms and Conditions

- 1. Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, “Claim”) between the parties that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within a circuit court for the State of Oregon of proper jurisdiction. THE PARTIES, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENT TO THE IN PERSONAM JURISDICTION OF SAID COURTS. Except as provided in this section, neither party waives any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. The parties acknowledge that this is a binding and enforceable agreement and, to the extent permitted by law, expressly waive any defense alleging that either party does not have the right to seek judicial enforcement of this Agreement.
- 2. Compliance with Law.**

 - a.** Agency shall comply with and require all subcontractors to comply with all state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to the delivery of services. Without limiting the generality of the foregoing, Agency expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to the Agreement: (1) all applicable requirements of state civil rights and rehabilitation statutes, rules and regulations; (2) all state laws requiring reporting of Agency client abuse; (3) ORS 659A.400 to 659A.409, ORS 659A.145, and all regulations and administrative rules established pursuant to those laws in the construction, remodeling, maintenance and operation of any structures and facilities, and in the conduct of all programs, services and training associated with the delivery of services. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Agreement and required by law to be so incorporated. All employers, including Agency, that employ subject workers who provide services in the State of Oregon shall comply with ORS 656.017 and provide the required Workers’ Compensation coverage, unless such employers are exempt under ORS 656.126.
 - b.** Agency shall comply with the federal laws as set forth or incorporated, or both, in this Agreement and all other federal laws applicable to Agency’s performance under this Agreement as they may be adopted, amended or repealed from time to time.
- 3. Independent Contractors.** The parties agree and acknowledge that their relationship is that of independent contracting parties and that Agency is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.

4. Representations and Warranties.

a. **Agency's Representations and Warranties.** Agency represents and warrants to DHS that:

- (1) Agency has the power and authority to enter into and perform this Agreement;
- (2) This Agreement, when executed and delivered, shall be a valid and binding obligation of Agency enforceable in accordance with its terms;
- (3) Agency has the skill and knowledge possessed by well-informed members of its industry, trade or profession and Agency will apply that skill and knowledge with care and diligence to perform the Work in a professional manner and in accordance with standards prevalent in Agency's industry, trade or profession;
- (4) Agency shall, at all times during the term of this Agreement, be qualified, professionally competent, and duly licensed to perform the Service; and
- (5) Agency prepared its proposal related to this Agreement, if any, independently from all other proposers, and without collusion, fraud, or other dishonesty.

b. **Warranties Cumulative.** The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

5. Funds Available and Authorized; Payments.

a. The State of Oregon's payment obligations under this Agreement are conditioned upon DHS receiving funding, appropriations, limitations, allotment, or other expenditure authority sufficient to allow DHS, in the exercise of its reasonable administrative discretion, to meet its payment obligations under this Agreement. Agency is not entitled to receive payment under this Agreement from any part of Oregon state government other than DHS. Nothing in this Agreement is to be construed as permitting any violation of Article XI, Section 7 of the Oregon Constitution or any other law regulating liabilities or monetary obligations of the State of Oregon. DHS represents that as of the date it executes this Agreement, it has sufficient appropriations and limitation for the current biennium to make payments under this Agreement.

b. **Payment Method.** Payments under this Agreement will be made by Electronic Funds Transfer (EFT) and shall be processed in accordance with the provisions of OAR 407-120-0100 through 407-120-0380 or OAR 410-120-1260 through OAR 410-120-1460, as applicable, and any other Oregon Administrative Rules that are program-specific to the billings and payments. Upon request, Agency shall provide its taxpayer identification number (TIN) and other necessary banking information to receive EFT payment. Agency shall maintain at its own expense a single financial institution or authorized payment agent capable of receiving and processing EFT using the Automated Clearing House (ACH) transfer method. The most current designation and EFT information will be used for all payments under

this Agreement. Agency shall provide this designation and information on a form provided by DHS. In the event that EFT information changes or the Agency elects to designate a different financial institution for the receipt of any payment made using EFT procedures, the Agency shall provide the changed information or designation to DHS on a DHS-approved form. DHS is not required to make any payment under this Agreement until receipt of the correct EFT designation and payment information from the Agency.

6. Recovery of Overpayments. IF BILLINGS UNDER THIS AGREEMENT, OR UNDER ANY OTHER AGREEMENT BETWEEN AGENCY AND DHS, RESULT IN PAYMENTS TO AGENCY TO WHICH AGENCY IS NOT ENTITLED, DHS, AFTER GIVING WRITTEN NOTIFICATION TO AGENCY, MAY WITHHOLD FROM PAYMENTS DUE TO AGENCY SUCH AMOUNTS, OVER SUCH PERIODS OF TIME, AS ARE NECESSARY TO RECOVER THE AMOUNT OF THE OVERPAYMENT. NOTHING IN THIS SECTION SHALL REQUIRE AGENCY OR DHS TO ACT IN VIOLATION OF STATE OR FEDERAL LAW OR THE CONSTITUTION OF THE STATE OF OREGON.

7. Ownership of Work Product.

a. Definitions. As used in this Section 7 and elsewhere in this Agreement, the following terms have the meanings set forth below:

- (1) "Agency Intellectual Property" means any intellectual property owned by Agency and developed independently from the Work.
- (2) "Third Party Intellectual Property" means any intellectual property owned by parties other than DHS or Agency.
- (3) "Work Product" means every invention, discovery, work of authorship, trade secret or other tangible or intangible item and all intellectual property rights therein that Agency is required to deliver to DHS pursuant to the Work.

b. Original Works. All Work Product created by Agency pursuant to the Work, including derivative works and compilations, and whether or not such Work Product is considered a "work made for hire," shall be the exclusive property of DHS. DHS and Agency agree that all Work Product is "work made for hire" of which DHS is the author within the meaning of the United States Copyright Act. If for any reason the original Work Product created pursuant to the Work is not "work made for hire," Agency hereby irrevocably assigns to DHS any and all of its rights, title, and interest in all original Work Product created pursuant to the Work, whether arising from copyright, patent, trademark, trade secret, or any other state or federal intellectual property law or doctrine. Upon DHS' reasonable request, Agency shall execute such further documents and instruments necessary to fully vest such rights in DHS. Agency forever waives any and all rights relating to original Work Product created pursuant to the Work, including without limitation, any and all rights arising under 17 U.S.C. §106A or any other rights of

identification of authorship or rights of approval, restriction or limitation on use or subsequent modifications.

- c. In the event that Work Product is Agency Intellectual Property, a derivative work based on Agency Intellectual Property or a compilation that includes Agency Intellectual Property, Agency hereby grants to DHS an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display Agency Intellectual Property and the pre-existing elements of the Agency Intellectual Property employed in the Work Product, and to authorize others to do the same on DHS' behalf.
- d. In the event that Work Product is Third Party Intellectual Property, a derivative work based on Third Party Intellectual Property or a compilation that includes Third Party Intellectual Property, Agency shall secure on DHS' behalf and in the name of DHS an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the Third Party Intellectual Property and the pre-existing elements of the Third Party Intellectual Property employed in the Work Product, and to authorize others to do the same on DHS' behalf.

8. Agency Default. Agency shall be in default under this Agreement upon the occurrence of any of the following events:

- a. Agency fails to perform, observe or discharge any of its covenants, agreements or obligations set forth herein.
- b. Any representation, warranty or statement made by Agency herein or in any documents or reports relied upon by DHS to measure the delivery of services, the expenditure of payments or the performance by Agency is untrue in any material respect when made;
- c. Agency (1) applies for or consents to the appointment of, or taking of possession by, a receiver, custodian, trustee, or liquidator of itself or all of its property, (2) admits in writing its inability, or is generally unable, to pay its debts as they become due, (3) makes a general assignment for the benefit of its creditors, (4) is adjudicated a bankrupt or insolvent, (5) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (6) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (7) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the Bankruptcy Code, or (8) takes any action for the purpose of effecting any of the foregoing; or
- d. A proceeding or case is commenced, without the application or consent of Agency, in any court of competent jurisdiction, seeking (1) the liquidation, dissolution or winding-up, or the composition or readjustment of debts of Agency, (2) the appointment of a trustee, receiver, custodian, liquidator, or the like of Agency or of all or any substantial part of its assets, or (3) similar relief in respect to Agency under any law relating to bankruptcy, insolvency, reorganization,

winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty consecutive days, or an order for relief against Agency is entered in an involuntary case under the Federal Bankruptcy Code (as now or hereafter in effect).

9. DHS Default. DHS shall be in default under this Agreement upon the occurrence of any of the following events:

- a.** DHS fails to perform, observe or discharge any of its covenants, agreements, or obligations set forth herein; or
- b.** Any representation, warranty or statement made by DHS herein is untrue in any material respect when made.

10. Termination.

a. Agency Termination. Agency may terminate this Agreement in whole or in part:

- (1) For its convenience, upon at least 90 days advance written notice to DHS;
- (2) Upon 45 days advance written notice to DHS, if Agency does not obtain funding, appropriations and other expenditure authorizations from Agency's governing body, federal, state or other sources sufficient to permit Agency to satisfy its performance obligations under this Agreement, as determined by Agency in the reasonable exercise of its administrative discretion; or
- (3) Upon 30 days advance written notice to DHS, if DHS is in default under the Agreement and such default remains uncured at the end of said 30-day period or such longer period, if any, as Agency may specify in the notice.

b. DHS Termination. DHS may terminate this Agreement in whole or in part:

- (1) For its convenience, upon at least thirty days advance written notice to Agency;
- (2) Upon 45 days advance written notice to Agency, if DHS does not obtain funding, appropriations and other expenditure authorizations from federal, state or other sources sufficient to meet the payment obligations of DHS under this Agreement, as determined by DHS in the reasonable exercise of its administrative discretion. Notwithstanding the preceding sentence, DHS may terminate this Agreement in whole or in part, immediately upon written notice to Agency or at such other time as it may determine if action by the Oregon Legislative Assembly or Emergency Board reduces DHS' legislative authorization for expenditure of funds to such a degree that DHS will no longer have sufficient expenditure authority to meet its payment obligations under this Agreement, as determined by DHS in the reasonable exercise of its administrative discretion, and the effective date for such reduction in expenditure authorization is less than 45 days from the date the action is taken;

- (3) Immediately upon written notice to Agency if Oregon statutes or federal laws, regulations or guidelines are modified, changed or interpreted by the Oregon Legislative Assembly, the federal government or a court in such a way that DHS no longer has the authority to meet its obligations under this Agreement or no longer has the authority to provide payment from the funding source it had planned to use;
 - (4) Upon 30 days advance written notice to Agency, if Agency is in default under this Agreement and such default remains uncured at the end of said 30-day period or such longer period, if any, as DHS may specify in the notice;
 - (5) Immediately upon written notice to Agency, if any license or certificate required by law or regulation to be held by Agency or a subcontractor is for any reason denied, revoked, suspended, not renewed or changed in such a way that Agency or a subcontractor no longer meets requirements to deliver the service. This termination right may only be exercised with respect to the particular part of the Work impacted by the loss of necessary licensure or certification; or
 - (6) Immediately upon written notice to Agency, if DHS determines that Agency or any of its subcontractors have endangered or are endangering the health or safety of an Agency client or others.
- c. **Mutual Termination.** The Agreement may be terminated immediately upon mutual written consent of the parties or at such time as the parties may agree in the written consent.
 - d. **Return of Property.** Upon termination of this Agreement for any reason whatsoever, Agency shall immediately deliver to DHS all of DHS' property (including without limitation any Work Products for which DHS has made payment in whole or in part) that are in the possession or under the control of Agency in whatever stage of development and form of recordation such DHS property is expressed or embodied at that time. Upon receiving a notice of termination of this Agreement, Agency shall immediately cease all activities under this Agreement, unless DHS expressly directs otherwise in such notice of termination. Upon DHS' request, Agency shall surrender to anyone DHS designates, all documents, research or objects or other tangible things needed to complete the Work Products.

11. Effect of Termination.

- a. **Entire Agreement.**
 - (1) Upon termination of this Agreement in its entirety, DHS shall have no further obligation to pay Agency under this Agreement.
 - (2) Upon termination of this Agreement in its entirety, Agency shall have no further obligation to perform Work under this Agreement.

- b. **Obligations and Liabilities.** Notwithstanding Section 11.a. above, any termination of this Agreement shall not prejudice any obligations or liabilities of either party accrued prior to such termination.
12. **Limitation of Liabilities.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT. NEITHER PARTY SHALL BE LIABLE FOR ANY DAMAGES OF ANY SORT ARISING SOLELY FROM THE TERMINATION OF THIS AGREEMENT OR ANY PART HEREOF IN ACCORDANCE WITH ITS TERMS.
13. **Indemnity/Hold Harmless Provision.** DHS and Agency shall be responsible exclusively with respect to their employees, for providing for employment-related benefits and deductions that are required by law, including but not limited to federal and state income tax deductions, workers compensation coverage, and PERS contributions. Agency shall perform the services under this Agreement as an independent contractor. Agency and DHS each shall be responsible, to the other, to the extent permitted by the Oregon Constitution, subject to the limitations of the Tort Claims Act (ORS 30. 260-30.300), only for the acts, omissions or negligence of its own officers, employees or agents.
14. **Insurance.** Agency shall require subcontractors to maintain insurance as set forth in Exhibit C, which is attached hereto.
15. **Records Maintenance; Access.** Agency shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Agency shall maintain any other records, books, documents, papers, plans, records of shipments and payments and writings of Agency, whether in paper, electronic or other form, that are pertinent to this Agreement in such a manner as to clearly document Agency's performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of Agency whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Agency acknowledges and agrees that DHS and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives shall have access to all Records to perform examinations and audits and make excerpts and transcripts. Agency shall retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following final payment and termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. Agency shall maintain Records in accordance with the records retention schedules set forth in OAR Chapter 166.
16. **Information Privacy/Security/Access.** If the Work performed under this Agreement requires Agency or its subcontractor(s) to have access to or use of any DHS computer system or other DHS Information Asset for which DHS imposes security requirements, and DHS grants Agency or its subcontractor(s) access to such DHS Information Assets or Network and Information Systems, Agency shall comply and require all subcontractor(s) to which such access has been granted to comply with OAR 407-014-0300 through OAR 407-014-0320, as such rules may be revised from time to time. For purposes of this

section, “Information Asset” and “Network and Information System” have the meaning set forth in OAR 407-014-0305, as such rule may be revised from time to time.

- 17. Force Majeure.** Neither DHS nor Agency shall be held responsible for delay or default caused by fire, civil unrest, labor unrest, act of nature, or war which is beyond the reasonable control of DHS or Agency, respectively. Each party shall, however, make all reasonable efforts to remove or eliminate such cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. DHS may terminate this Agreement upon written notice to the other party after reasonably determining that the delay or default will likely prevent successful performance of this Agreement.
- 18. Assignment of Agreement, Successors in Interest.**

 - a.** Agency shall not assign or transfer its interest in this Agreement without prior written approval of DHS. Any such assignment or transfer, if approved, is subject to such conditions and provisions as DHS may deem necessary. No approval by DHS of any assignment or transfer of interest shall be deemed to create any obligation of DHS in addition to those set forth in the Agreement.
 - b.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective successors and permitted assigns.
- 19. Subcontracts.** Agency shall not enter into any subcontracts for any of the Work required by this Agreement without DHS’ prior written consent. In addition to any other provisions DHS may require, Agency shall include in any permitted subcontract under this Agreement provisions to ensure that DHS will receive the benefit of subcontractor performance as if the subcontractor were the Agency with respect to Sections 1, 2, 3, 4, 7, 15, 16, 18, 19, 20, and 22 of this Exhibit B. DHS’ consent to any subcontract shall not relieve Agency of any of its duties or obligations under this Agreement.
- 20. No Third Party Beneficiaries.** DHS and Agency are the only parties to this Agreement and are the only parties entitled to enforce its terms. The parties agree that Agency’s performance under this Agreement is solely for the benefit of DHS to assist and enable DHS to accomplish its statutory mission. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons any greater than the rights and benefits enjoyed by the general public unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- 21. Amendments.** No amendment, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties and when required the Department of Justice. Such amendment, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given.
- 22. Severability.** The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

including at a level higher than persons directly responsible for administration of the agreement. In addition, the parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

- 30. Contribution.** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which the State is jointly liable with the Agency (or would be if joined in the Third Party Claim), the State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Agency in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the State on the one hand and of the Agency on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.

With respect to a Third Party Claim for which the Agency is jointly liable with the State (or would be if joined in the Third Party Claim), the Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the State in such proportion as is appropriate to reflect the relative fault of the Agency on the one hand and of the State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Agency on the one hand and of the State on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

- 31. Indemnification by Subcontractors.** Agency shall take all reasonable steps to cause its contractor(s), that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers,

employees and agents (“Indemnitee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys’ fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Agency’s contractor or any of the officers, agents, employees or subcontractors of the contractor (“Claims”). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

- 32. Stop-Work Order.** DHS may, at any time, by written notice to the Agency, require the Agency to stop all, or any part of the work required by this Agreement for a period of up to 90 days after the date of the notice, or for any further period to which the parties may agree through a duly executed amendment. Upon receipt of the notice, Agency shall immediately comply with the Stop-Work Order terms and take all necessary steps to minimize the incurrence of costs allocable to the work affected by the stop work order notice. Within a period of 90 days after issuance of the written notice, or within any extension of that period to which the parties have agreed, DHS shall either:
- a.** Cancel or modify the stop work order by a supplementary written notice; or
 - b.** Terminate the work as permitted by either the Default or the Convenience provisions of Section 10, Termination.

If the Stop Work Order is canceled, DHS may, after receiving and evaluating a request by the Agency, make an adjustment in the time required to complete this Agreement and the Agreement price by a duly executed amendment.

EXHIBIT C

Subcontractor Insurance Requirements

General Requirements. Agency shall require its first tier contractor(s) that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance as specified under this Exhibit C and meeting all the requirements under this Exhibit C before the contractors perform under contracts between Agency and the contractors (the "Subcontracts"), and ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to DHS. Agency shall not authorize contractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, Agency shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Agency shall incorporate appropriate provisions in the Subcontracts permitting it to enforce contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force or terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event shall Agency permit a contractor to work under a Subcontract when the Agency is aware that the contractor is not in compliance with the insurance requirements. As used in this section, a "first tier" contractor is a contractor with whom the Agency directly enters into a contract. It does not include a subcontractor with whom the contractor enters into a contract.

- 1. Workers Compensation.** Insurance must be in compliance with ORS 656.017, which requires all employers that employ subject workers, as defined in ORS 656.027, to provide workers' compensation coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). If contractor is a subject employer, as defined in ORS 656.023, contractor shall obtain employers' liability insurance.

- 2. Professional Liability:**

Required by DHS Not required by DHS.

Professional Liability Insurance covering any damages caused by an error, omission or negligent act related to the services to be provided under the Subcontract.

- 3. Commercial General Liability:**

Required by DHS Not required by DHS.

Commercial General Liability Insurance covering bodily injury, death, and property damage in a form and with coverages that are satisfactory to DHS. This insurance shall include personal injury liability, products and completed operations. Coverage shall be written on an occurrence form basis, with not less than the following amounts as determined by DHS:

Bodily Injury/Death:

Per occurrence limit for any single claimant:

From commencement of the Agreement term through June 30, 2015:....\$2,000,000.
From July 1, 2015 and every year thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to ORS 30.271(4).

Per occurrence limit for multiple claimants:

From commencement of the Agreement term through June 30, 2015:....\$4,000,000.
From July 1, 2015 and every year thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to ORS 30.271(4).

AND

Property Damage:

Per occurrence limit for any single claimant:

From commencement of the Agreement term through June 30, 2015:....\$200,000.
From July 1, 2015 and every year thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to ORS 30.273(3).

Per occurrence limit for multiple claimants:

From commencement of the Agreement term through June 30, 2015:....\$600,000.
From July 1, 2015 and every year thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to ORS 30.273(3).

4. Automobile Liability:

Required by DHS Not required by DHS.

Automobile Liability Insurance covering all owned, non-owned and hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for "Commercial General Liability" and "Automobile Liability"). Automobile Liability Insurance must be in not less than the following amounts as determined by DHS:

Bodily Injury/Death:

- \$2,000,000 per occurrence limit for any single claimant; and
- \$6,000,000 per occurrence limit for multiple claimants.

AND

Property Damage:

- \$2,000,000 per occurrence limit for any single claimant; and
- \$6,000,000 per occurrence limit for multiple claimants.

5. Additional Insured. The Commercial General Liability insurance and Automobile Liability insurance must include the State of Oregon, its officers, employees and agents as Additional Insureds but only with respect to the contractor's activities to be performed under the Subcontract. Coverage must be primary and non-contributory with any other insurance and self-insurance.

6. "Tail" Coverage. If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the contractor shall maintain either "tail"

coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subcontract, for a minimum of 24 months following the later of: (i) the contractor's completion and Agency's acceptance of all services required under the Subcontract or, (ii) the expiration of all warranty periods provided under the Subcontract. Notwithstanding the foregoing 24-month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then the contractor may request and DHS may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If DHS approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

7. **Notice of Cancellation or Change.** The contractor or its insurer must provide 30 days' written notice to Agency before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).
8. **Certificate(s) of Insurance.** Agency shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: (i) all entities and individuals who are endorsed on the policy as Additional Insured and (ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

EXHIBIT D

Required Federal Terms and Conditions

General Applicability and Compliance. Unless exempt under 45 CFR Part 87 for Faith-Based Organizations (Federal Register, July 16, 2004, Volume 69, #136), or other federal provisions, Agency shall comply and, as indicated, cause all subcontractors to comply with the following federal requirements to the extent that they are applicable to this Agreement, to Agency, or to the Work, or to any combination of the foregoing. For purposes of this Agreement, all references to federal and state laws are references to federal and state laws as they may be amended from time to time.

- 1. Miscellaneous Federal Provisions.** Agency shall comply and require all subcontractors to comply with all federal laws, regulations, and executive orders applicable to the Agreement or to the delivery of Work. Without limiting the generality of the foregoing, Agency expressly agrees to comply and require all subcontractors to comply with the following laws, regulations and executive orders to the extent they are applicable to the Agreement: (a) Title VI and VII of the Civil Rights Act of 1964, as amended, (b) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, (c) the Americans with Disabilities Act of 1990, as amended, (d) Executive Order 11246, as amended, (e) the Health Insurance Portability and Accountability Act of 1996, as amended, (f) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended, (g) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, (h) all regulations and administrative rules established pursuant to the foregoing laws, (i) all other applicable requirements of federal civil rights and rehabilitation statutes, rules and regulations, and (j) all federal laws requiring reporting of client abuse. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Agreement and required by law to be so incorporated. No federal funds may be used to provide Work in violation of 42 U.S.C. 14402.
- 2. Equal Employment Opportunity.** If this Agreement, including amendments, is for more than \$10,000, then Agency shall comply and require all subcontractors to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).
- 3. Clean Air, Clean Water, EPA Regulations.** If this Agreement, including amendments, exceeds \$100,000 then Agency shall comply and require all subcontractors to comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 7606), the Federal Water Pollution Control Act as amended (commonly known as the Clean Water Act) (33 U.S.C. 1251 to 1387), specifically including, but not limited to Section 508 (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (2 CFR Part 1532), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violations shall be reported to DHS, United States Department of Health and Human Services and the appropriate Regional Office of the Environmental

Protection Agency. Agency shall include and require all subcontractors to include in all contracts with subcontractors receiving more than \$100,000, language requiring the subcontractor to comply with the federal laws identified in this section.

4. **Energy Efficiency.** Agency shall comply and require all subcontractors to comply with applicable mandatory standards and policies relating to energy efficiency that are contained in the Oregon energy conservation plan issued in compliance with the Energy Policy and Conservation Act 42 U.S.C. 6201 et. seq. (Pub. L. 94-163).
5. **Truth in Lobbying.** By signing this Agreement, the Agency certifies, to the best of the Agency's knowledge and belief that:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of Agency, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the Agency shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
 - c. The Agency shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients and subcontractors shall certify and disclose accordingly.
 - d. This certification is a material representation of fact upon which reliance was placed when this Agreement was made or entered into. Submission of this certification is a prerequisite for making or entering into this Agreement imposed by section 1352, Title 31 of the U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
 - e. No part of any federal funds paid to Agency under this Agreement shall be used other than for normal and recognized executive legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the United States Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative

action, or order issued by the executive branch of any State or local government itself.

- f.** No part of any federal funds paid to Agency under this Agreement shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the United States Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.
- g.** The prohibitions in subsections (e) and (f) of this section shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.
- h.** No part of any federal funds paid to Agency under this Agreement may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established under section 202 of the Controlled Substances Act except for normal and recognized executive congressional communications. This limitation shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance of that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

6. Resource Conservation and Recovery. Agency shall comply and require all subcontractors to comply with all mandatory standards and policies that relate to resource conservation and recovery pursuant to the Resource Conservation and Recovery Act (codified at 42 U.S.C. 6901 et. seq.). Section 6002 of that Act (codified at 42 U.S.C. 6962) requires that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by the Environmental Protection Agency. Current guidelines are set forth in 40 CFR Part 247.

7. Audits.

- a.** Agency shall comply, and require all subcontractors to comply, with applicable audit requirements and responsibilities set forth in this Agreement and applicable state or federal law.
- b.** If Agency expends \$500,000 or more in Federal funds (from all sources) in its fiscal year beginning prior to December 26, 2014, Agency shall have a single organization-wide audit conducted in accordance with the Single Audit Act. If Agency expends \$750,000 or more in federal funds (from all sources) in a fiscal year beginning on or after December 26, 2014, Agency shall have a single organization-wide audit conducted in accordance with the provisions of 2 CFR Subtitle B with guidance at 2 CFR Part 200. Copies of all audits must be

submitted to DHS within 30 days of completion. If Agency expends less than \$500,000 in Federal funds in a fiscal year beginning prior to December 26, 2014, or less than \$750,000 in a fiscal year beginning on or after that date, Agency is exempt from Federal audit requirements for that year. Records must be available as provided in Exhibit B, "Records Maintenance, Access".

- 8. Debarment and Suspension.** Agency shall not permit any person or entity to be a subcontractor if the person or entity is listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal Procurement or Non-procurement Programs" in accordance with Executive Orders No. 12549 and No. 12689, "Debarment and Suspension". (See 2 CFR Part 180.) This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory authority other than Executive Order No. 12549. Subcontractors with awards that exceed the simplified acquisition threshold shall provide the required certification regarding their exclusion status and that of their principals prior to award.
- 9. Drug-Free Workplace.** Agency shall comply and cause all subcontractors to comply with the following provisions to maintain a drug-free workplace: (i) Agency certifies that it will provide a drug-free workplace by publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, except as may be present in lawfully prescribed or over-the-counter medications, is prohibited in Agency's workplace or while providing services to DHS clients. Agency's notice shall specify the actions that will be taken by Agency against its employees for violation of such prohibitions; (ii) Establish a drug-free awareness program to inform its employees about: The dangers of drug abuse in the workplace, Agency's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations; (iii) Provide each employee to be engaged in the performance of services under this Agreement a copy of the statement mentioned in paragraph (i) above; (iv) Notify each employee in the statement required by paragraph (i) above that, as a condition of employment to provide services under this Agreement, the employee will: abide by the terms of the statement, and notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; (v) Notify DHS within ten (10) days after receiving notice under subparagraph (iv) above from an employee or otherwise receiving actual notice of such conviction; (vi) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted as required by Section 5154 of the Drug-Free Workplace Act of 1988; (vii) Make a good-faith effort to continue a drug-free workplace through implementation of subparagraphs (i) through (vi) above; (viii) Require any subcontractor to comply with subparagraphs (i) through (vii) above; (ix) Neither Agency, or any of Agency's employees, officers, agents or subcontractors may provide any service required under this Agreement while under the influence of drugs. For purposes of this provision, "under the influence" means: observed abnormal behavior or impairments in mental or physical performance leading a reasonable person to believe the Agency or Agency's employee,

officer, agent or subcontractor has used a controlled substance, prescription or non-prescription medication that impairs the Agency or Agency's employee, officer, agent or subcontractor's performance of essential job function or creates a direct threat to DHS clients or others. Examples of abnormal behavior include, but are not limited to: hallucinations, paranoia or violent outbursts. Examples of impairments in physical or mental performance include, but are not limited to: slurred speech, difficulty walking or performing job activities; and (x) Violation of any provision of this subsection may result in termination of this Agreement.

- 10. Pro-Children Act.** Agency shall comply and require all subcontractors to comply with the Pro-Children Act of 1994 (codified at 20 U.S.C. Section 6081 et. seq.).
- 11. Medicaid Services.** Agency shall comply with all applicable federal and state laws and regulation pertaining to the provision of Medicaid Services under the Medicaid Act, Title XIX, 42 U.S.C. Section 1396 et. seq., including without limitation:
 - a.** Keep such records as are necessary to fully disclose the extent of the services provided to individuals receiving Medicaid assistance and shall furnish such information to any state or federal agency responsible for administering the Medicaid program regarding any payments claimed by such person or institution for providing Medicaid Services as the state or federal agency may from time to time request. 42 U.S.C. Section 1396a (a)(27); 42 CFR Part 431.107(b)(1) & (2).
 - b.** Comply with all disclosure requirements of 42 CFR Part 1002.3(a) and 42 CFR Part 455 Subpart (B).
 - c.** Maintain written notices and procedures respecting advance directives in compliance with 42 U.S.C. Section 1396(a)(57) and (w), 42 CFR Part 431.107(b)(4), and 42 CFR Part 489 subpart I.
 - d.** Certify when submitting any claim for the provision of Medicaid Services that the information submitted is true, accurate and complete. Agency shall acknowledge Agency's understanding that payment of the claim will be from federal and state funds and that any falsification or concealment of a material fact may be prosecuted under federal and state laws.
 - e.** Entities receiving \$5 million or more annually (under this Agreement and any other Medicaid contract) for furnishing Medicaid health care items or services shall, as a condition of receiving such payments, adopt written fraud, waste and abuse policies and procedures and inform employees, contractors and agents about the policies and procedures in compliance with Section 6032 of the Deficit Reduction Act of 2005, 42 U.S.C. § 1396a(a)(68).
- 12. Agency-based Voter Registration.** If applicable Agency shall comply with the Agency-based Voter Registration sections of the National Voter Registration Act of 1993 that require voter registration opportunities be offered where an individual may apply for or receive an application for public assistance.
- 13. Disclosure.**

- a. 42 CFR Part 455.104 requires the State Medicaid agency to obtain the following information from any provider of Medicaid or CHIP services, including fiscal agents of providers and managed care entities: (1) the name and address (including the primary business address, every business location and P.O. Box address) of any person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity; (2) in the case of an individual, the date of birth and Social Security Number, or, in the case of a corporation, the tax identification number of the entity, with an ownership interest in the provider, fiscal agent or managed care entity or of any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest; (3) whether the person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity is related to another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling, or whether the person (individual or corporation) with an ownership or control interest in any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest is related to another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling; (4) the name of any other provider, fiscal agent or managed care entity in which an owner of the provider, fiscal agent or managed care entity has an ownership or control interest; and, (5) the name, address, date of birth and Social Security Number of any managing employee of the provider, fiscal agent or managed care entity.
 - b. 42 CFR Part 455.434 requires as a condition of enrollment as a Medicaid or CHIP provider, to consent to criminal background checks, including fingerprinting when required to do so under state law, or by the category of the provider based on risk of fraud, waste and abuse under federal law.
 - c. As such, a provider must disclose any person with a 5% or greater direct or indirect ownership interest in the provider whom has been convicted of a criminal offense related to that person's involvement with the Medicare, Medicaid, or title XXI program in the last 10 years.
 - d. Agency shall make the disclosures required by this Section 13. to DHS. DHS reserves the right to take such action required by law, or where DHS has discretion, it deems appropriate, based on the information received (or the failure to receive information) from the provider, fiscal agent or managed care entity.
- 14. Federal Intellectual Property Rights Notice.** The federal funding agency, as the awarding agency of the funds used, at least in part, for the Work under this Agreement, may have certain rights as set forth in the federal requirements pertinent to these funds. For purposes of this subsection, the terms “grant” and “award” refer to funding issued by the federal funding agency to the State of Oregon. The Agency agrees that it has been provided the following notice:
- a. The federal funding agency reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the Work, and to authorize others to do so, for Federal Government purposes with respect to:

- (1) The copyright in any Work developed under a grant, subgrant or agreement under a grant or subgrant; and
 - (2) Any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.
- b.** The parties are subject to applicable federal regulations governing patents and inventions, including government-wide regulations issued by the Department of Commerce at 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements.”
- c.** The parties are subject to applicable requirements and regulations of the federal funding agency regarding rights in data first produced under a grant, subgrant or agreement under a grant or subgrant.



June 24, 2015

To the Officers and Members of the Governing Body and Executive Director

We are pleased to confirm our understanding of the services we are to provide Sunset Empire Transportation District for the year ended June 30, 2015. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the District as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) and the schedule of changes in net pension liability to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Changes in the Net Pension Liability

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, the Minimum Standards for Audits of Oregon Municipal Corporations, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Officers and Members of the Governing Body and the Executive Director of Sunset Empire Transportation District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing

standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of

contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Other Services

We will also prepare the depreciation schedule, financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with U.S. generally accepted accounting principles and OMB Circular A-133 based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule

of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on August 10, 2015.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Boldt, Carlisle + Smith and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the applicable governmental regulatory agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Boldt, Carlisle + Smith personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the applicable governmental regulatory agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately August 10, 2015 and to issue our reports no later than 45 days after the completion of audit procedures. Brad Bingenheimer is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will not exceed \$27,250. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Sunset Empire Transportation District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Boldt Carlisle & Smith

Boldt Carlisle + Smith
Certified Public Accountants
Salem, Oregon

RESPONSE:

This letter correctly sets forth the understanding of Sunset Empire Transportation District.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

Executive Director Report

7/23/15

Weekly Reports:

6/22/15

Good morning, I hope everyone enjoyed the weekend with the great weather we had! I met with Barbara Blue this week. She wanted to go over some observations that she had during the budget process. It's great to have someone of Barbara's caliber on our budget committee and the insight she shared will continue to help us out, especially with a new finance person coming on board. Interviews for Diane's job are complete. I am doing so background research on the two finalists I have selected and hope to make an offer early this week. Once the offer is accepted, it will be 30 days before they join the Team. Both candidates have very strong attributes so I'm confident that whichever one is selected will continue the great work that Diane has done for the District. Diane will not be at the Board meeting this week, I will be covering the financials for any questions that you may have. As a following to the meeting I had in Lake County, CA with a representative of their time bank, I went to a movie screening put on by the local time bank. The movie showed the history of time banking and how different communities are utilizing it. Transportation is one of the areas that time banking focuses on. I shared Lake County's contact info with the local group and shared with them our desire to help coordinate filling the gaps on transportation needs that are in our area. They were surprised and happy that I was there and asked me about why I was there. I explained that whenever transportation is discussed in the area, we want to be at the table to help share ideas and resources. We will probably have one additional ODOT agreement added to the Board meeting tomorrow. It is for the T.O. program and Jeanyse is reviewing it now.

6/29/15

I had a short week last week due to burning a couple of vacation days before the end of the year. After the Board meeting on Tuesday, I met with Scott to go over the Route 30 changeover with CC Rider and the times that they proposed. They line up with what Scott had been considering. We will have 2 buses a day going to Rainier. The first will be leaving Astoria at 6:30 am and arriving at Rainier at 8:00. The second will leave at 2:30 in the afternoon and arriving at Rainier at 4:00. Riders will then have the option of continuing on Hwy 30 going to Portland or connecting on the Longview Kelso route. The times do line up with their Longview/Kelso route and are good times for the train schedules also. We are looking to start the new service August 1st after we have held the public hearings for our respective counties. This will be on the agenda for the July meeting. I have made an offer of employment to a gentleman from California for the Finance Director position. He has accepted the position pending background check and successful passage of the drug test. Our other finalist pulled her name from consideration after I made the offer to the other finalist so that worked out well.

Once I get results back, I'll make the official announcement. It will be about 30 days before he can get up here.

7/6/15

I hope that you all had a nice relaxing 4th of July weekend! Ok Kathy, I know better! With the 4th being on Saturday, the weather being in the 70's and the valley in the 90's and 100's created a perfect storm for traffic congestion throughout the county. Wednesday through Friday our 101 was running up to an hour late because of the traffic. People were patient and understanding. Monitoring the radio, I heard the drivers taking it with stride knowing there wasn't much they could do about it! Our streetcar participated in the Seaside parade Saturday morning with MacKenzie at the wheel and her family joining her to help pass out candy. Bronn drove one of our newer buses in the Warrenton parade and his parents joined me walking alongside the bus passing out candy. I was glad I went to the store and bought more candy. There were an unbelievable amount of people along the parade route in Warrenton and with the candy we had plus the candy I bought, we barely had enough to make it to the end. Our consultants commented on Monday how pleased they were with the outreach that they did in the 4 cities. They also gave Mary a lot of praise because she was able to answer route questions that people asked. The survey numbers went way up also due to some social media efforts we took. We met with our insurance agent, Ron Cutter to review the worker's comp policy for this year. Several months ago I had reported to you that our rates would be going down and sure enough, they did. Last year our premium was \$32,610 and this year it is \$20,663! The Team and all of the employees have been doing a great job working safe and this shows that those efforts have paid off. Lis and Jason have been working together on the Veterans' program and both of them are excited about the opportunities we will have to serve the needs that are out there. Scott has put together some revised routes now that we know what the new Lower Columbia Route is going to look like. I am going to be reviewing them this week and then set up some outreach opportunities throughout the county prior to our public hearing at the Board meeting this month. Shasia and Ashleigh have been very busy delivering go kits to residents in Astoria that have signed up for them. Our first event for the Astoria campaign is this Friday evening at 6pm where we will gather at the Maritime Memorial Park for a walk along the Riverwalk and enjoy ice cream as a reward. The walk will last about an hour and will be a great opportunity to engage the community about transportation options. Of course, all of you are invited to join us!

7/13/15

I am pleased to announce that I have offered the position of Finance Officer to Al Hernandez pending background and drug test. Al is currently the Accounting Tech/Senior Accounting for the County of San Luis Obispo in California. He administers all of the Federal, State, and local grants for the Road Division so he is very familiar with reporting on the grants that we receive. He has a broad history in both public and private employment. He served as the City Administrator for the city of San Fernando, the Finance Director for the City of Guadalupe,

Controller for Warner/Chappell Music, Director of Finance for Newroads, Director of Finance for BMG Music Group Latin plus other entertainment related businesses. Al was a close second for the position of Finance Director in Cannon Beach and Brant shared with me some of the same observations I had during our respective interviews. We look forward to getting Al on board in a few weeks.

Last week, we finalized the route changes that will go into effect in August pending Board approval next week. We will be doing outreach this week and early next week to give people a chance to weigh in on the proposed changes. I was interviewed by a panel from Florida State University last week. They are doing a transportation study with a focus on services to seniors. On Tuesday, I went to my first area Director's meeting at the State building. It's an opportunity to share what is going on within the various entities in the County. It was a small group due to July vacations but there were representatives from DHS, CCA, NWESD, and Forestry. At the Connector meeting on Friday, we selected a consultant for our management plan. Plangineering was the firm chosen. Carol Richardson is the principal of the firm. She was involved with the formation of the Connector project so she has a good history with us. We also discussed the Connector website update and we (Konnor and I) are going to take the lead on it. It's been difficult having all of us individually providing M2 with input so it will all be funneled from our partners through us.

-Public Transportation Advisory Committee (PTAC)

I attended the PTAC meeting in Medford on the 13th. I will be representing the western rural providers. I feel good about being at the table with not just other transit systems, but also several ODOT transit personnel including Hal Gard, the head of Rail and Passenger Transit.

-ODOT Performance Measure Working Group

I've been invited by ODOT to serve as a member of a working group to develop performance measures for the Transportation Options program. This will be a great opportunity to weigh in on rural T.O. programs.

-Vehicle purchasing training

ODOT is holding training on vehicle purchasing so I will be attending the Salem session on July 31st.

-SDAO Finance training

SDAO is offering municipal finance training in Portland on July 30th. This will be helpful to me with our upcoming transition of finance officers.

New Client Mode of Transport - June 2015

Mode	Trips	Est. Cost	Ave. Cost
Bus	4	\$ 320.00	
Gas Voucher	47	\$ 401.00	
Lodging/Meals			
Secure	4	\$ 1,744.00	
Sedan	96	\$ 4,878.82	
Stretcher	6	\$ 1,479.95	
Volunteer	44		
Wheelchair	35	\$ 2,275.38	
Total	236	\$ 11,099.15	\$ 47.03

	Jun-15	May-15	Apr-15	Mar-15	Feb-15
New Clients	81	63	76	64	71
Trips per Client	2.9	3.1	3.0	3.0	3.0
Average Cost per Client	\$ 137.03	\$ 134.74	\$ 160.01	\$ 105.18	\$ 168.52

Trips

Mode	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Bus	4	0	1	0	2
Gas Voucher	47	45	27	8	26
Lodging/Meals		0	10	15	27
Secure	4	4	6	0	8
Sedan	96	105	86	82	93
Stretcher	6	2	2	2	2
Volunteer	44	22	49	68	46
Wheelchair	35	16	50	20	6
Total	236	194	231	195	210

Trip Ratio by Mode

Mode	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Bus	2%	0%	0%	0%	1%
Gas Voucher	20%	23%	12%	4%	12%
Lodging/Meals	0%	0%	4%	8%	13%
Secure	2%	2%	3%	0%	4%
Sedan	41%	54%	37%	42%	44%
Stretcher	3%	1%	1%	1%	1%
Volunteer	19%	11%	21%	35%	22%
Wheelchair	15%	8%	22%	10%	3%

Estimated Cost

Mode	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Bus	\$ 320.00	\$ -	\$ 30.00	\$ -	\$ 30.00
Gas Voucher	\$ 401.00	\$ 568.75	\$ 311.52	\$ 99.00	\$ 426.50
Lodging/Meals	\$ -	\$ -	\$ 400.00	\$ 600.00	\$ 1,080.00
Secure	\$ 1,744.00	\$ 1,288.10	\$ 2,539.85	\$ -	\$ 5,021.13
Sedan	\$ 4,878.82	\$ 5,148.75	\$ 6,362.00	\$ 4,380.56	\$ 4,465.64
Stretcher	\$ 1,479.95	\$ 413.50	\$ 366.00	\$ 542.00	\$ 479.42
Volunteer		\$ -			
Wheelchair	\$ 2,275.38	\$ 1,069.81	\$ 2,151.65	\$ 1,110.26	\$ 462.20

Total	\$ 11,099.15	\$ 8,488.91	\$ 12,161.02	\$ 6,731.82	\$ 11,964.89
--------------	---------------------	--------------------	---------------------	--------------------	---------------------

Average Cost

Mode	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Bus	\$ 80.00	\$ -	\$ 30.00	\$ -	\$ 15.00
Gas Voucher	\$ 8.53	\$ 12.64	\$ 11.54	\$ 12.38	\$ 16.40
Lodging/Meals	\$ -	\$ -	\$ 40.00	\$ 40.00	\$ 40.00
Secure	\$ 436.00	\$ 322.03	\$ 423.31	\$ -	\$ 627.64
Sedan	\$ 50.82	\$ 49.04	\$ 73.98	\$ 53.42	\$ 48.02
Stretcher	\$ 246.66	\$ 206.75	\$ 183.00	\$ 271.00	\$ 239.71
Volunteer	\$ -	\$ -	\$ -	\$ -	\$ -
Wheelchair	\$ 65.01	\$ 66.86	\$ 43.03	\$ 55.51	\$ 77.03
Total	\$ 47.03	\$ 43.76	\$ 52.65	\$ 34.52	\$ 56.98

All Clients	Jun-15	May-15	Apr-15	Mar-15	Feb-15
Average Cost Per Ride	N/A	N/A	40.54	37.82	39.13
Change vs New Clients	N/A	N/A	\$ 12.11	\$ (3.30)	\$ 17.85
% Change Vs New Clients	N/A	N/A	30%	-9%	46%

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total
78	70	56	71	74	66	65	835
2.7	2.9	2.2	3.3	4.1	3.5	2.9	3.1
\$ 136.93	\$ 126.03	\$ 170.17	\$ 121.73	\$ 160.65	\$ 149.75	\$ 114.23	\$

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total
0	1	0	2	1	1	0	12
28	38	28	63	82	34	52	478
0	1	0	0	0	0	1	54
5	5	3	3	6	5	1	50
92	101	37	89	90	108	67	1046
4	5	5	2	2	1	3	36
64	28	15	33	50	65	26	510
17	22	34	43	70	17	38	368
210	201	122	235	301	231	188	2554

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total
0%	0%	0%	1%	0%	0%	0%	0%
13%	19%	23%	27%	27%	15%	28%	19%
0%	0%	0%	0%	0%	0%	1%	2%
2%	2%	2%	1%	2%	2%	1%	2%
44%	50%	30%	38%	30%	47%	36%	41%
2%	2%	4%	1%	1%	0%	2%	1%
30%	14%	12%	14%	17%	28%	14%	20%
8%	11%	28%	18%	23%	7%	20%	14%

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Jul-14	Jul-14	Total
\$ -	\$ 30.00	\$ 30.00	\$ 60.00	\$ 30.00	\$ 30.00	\$ -	\$ 560.00
\$ 295.25	\$ 475.75	\$ 386.00	\$ 599.50	\$ 871.25	\$ 378.00	\$ 520.75	\$ 5,333.27
\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ 2,160.00
\$ 2,729.02	\$ 1,555.05	\$ 689.00	\$ 1,149.98	\$ 3,916.81	\$ 3,444.80	\$ 780.00	\$ 24,857.74
\$ 5,295.89	\$ 4,814.24	\$ 6,296.46	\$ 3,768.46	\$ 3,935.67	\$ 4,847.72	\$ 3,552.48	\$ 57,746.69
\$ 1,267.45	\$ 718.20	\$ 1,015.12	\$ 785.99	\$ 676.50	\$ 210.50	\$ 880.40	\$ 8,835.03
\$ -							\$ -
\$ 1,092.70	\$ 1,188.68	\$ 1,112.94	\$ 2,279.15	\$ 2,457.76	\$ 972.49	\$ 1,651.07	\$ 17,824.09

\$ 10,680.31	\$ 8,821.92	\$ 9,529.52	\$ 8,643.08	#####	\$ 9,883.51	\$ 7,424.70	\$ 117,316.82
---------------------	--------------------	--------------------	--------------------	--------------	--------------------	--------------------	----------------------

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Avera
\$ -	\$ 30.00	\$ -	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	\$
\$ 10.54	\$ 12.52	\$ 13.79	\$ 9.52	\$ 10.63	\$ 11.12	\$ 10.01	\$
\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$
\$ 545.80	\$ 311.01	\$ 229.67	\$ 383.33	\$ 652.80	\$ 688.96	\$ 780.00	\$
\$ 57.56	\$ 47.67	\$ 170.17	\$ 42.34	\$ 43.73	\$ 44.89	\$ 53.02	\$
\$ 316.86	\$ 143.64	\$ 203.02	\$ 393.00	\$ 338.25	\$ 210.50	\$ 293.47	\$
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$
\$ 64.28	\$ 54.03	\$ 32.73	\$ 53.00	\$ 35.11	\$ 57.21	\$ 43.45	\$
\$ 50.86	\$ 43.89	\$ 78.11	\$ 36.78	\$ 39.49	\$ 42.79	\$ 39.49	\$

							All Mo
Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Avera
\$ 41.20	\$ 37.95	\$ 49.63	\$ 36.95	\$ 36.44	\$ 35.88	\$ 34.84	\$
\$ 9.66	\$ 5.94	\$ 28.48	\$ (0.17)	\$ 3.05	\$ 6.91	\$ 4.65	\$
23%	16%	57%	0%	8%	19%	13%	18%

\$ 9,776.40

nths
ige
46.67
11.16
40.00
497.15
55.21
245.42
-
48.44
45.93

nths
ige
39.04
8.05
6

New Client for June 2015

Client ID	Last Name	First Name	Date Started	Mode	Trips	Cost	Ave Trip
12510	ALLRED	WORTH	20150616	Secure	1	\$ 716.00	\$ 716.00
12510	ALLRED	WORTH	20150616	Volunteer	2	\$ 91.90	\$ 45.95
12510 Total						\$ 807.90	
12547	ARN	ANGELA	20150626	Sedan	4	\$ 370.48	\$ 92.62
12547	ARN	ANGELA	20150626	Volunteer	2	\$ 52.46	\$ 26.23
12547 Total						\$ 422.94	
12546	AVANOZIAN	MATTEUS	20150625	Sedan	2	\$ 18.00	\$ 9.00
12546 Total						\$ 18.00	
12545	BAKKO	HENRI	20150625	Sedan	2	\$ 18.00	\$ 9.00
12545 Total						\$ 18.00	
12534	BISOJNI	MICHAEL	20150623	Volunteer	2	\$ -	\$ -
12534 Total						\$ -	
12506	BLENNERHASSET	JOAN	20150615	Gas Voucher	2	\$ 21.00	\$ 10.50
12506 Total						\$ 21.00	
12447	BLUMENSCHIEIN	CAROL	20150601	Wheelchair	6	\$ 198.73	\$ 33.12
12447 Total						\$ 198.73	
12511	BOHRER	JENNIFER	20150616	Sedan	1	\$ 25.69	\$ 25.69
12511 Total						\$ 25.69	
12554	BUTLER	RANDY	20150629	Wheelchair	1	\$ 51.60	\$ 51.60
12554 Total						\$ 51.60	
12464	BUTTERFIELD	ADELA	20150603	Stretcher	1	\$ 207.75	\$ 207.75
12464	BUTTERFIELD	ADELA	20150603	Wheelchair	2	\$ 122.00	\$ 61.00
12464 Total						\$ 329.75	
12524	CARDONA	JAMIE	20150619	Sedan	1	\$ 34.40	\$ 34.40
12524	CARDONA	JAMIE	20150619	Volunteer	1	\$ 0.80	\$ 0.80
12524 Total						\$ 35.20	
12459	CARTER	CLARENCE	20150602	Wheelchair	2	\$ 335.00	\$ 167.50
12459 Total						\$ 335.00	
12470	CHILDS	JAMES	20150604	Sedan	4	\$ 198.28	\$ 49.57
12470 Total						\$ 198.28	
12468	CHRISTENSEN	NATALIE	20150604	Sedan	4	\$ 119.88	\$ 29.97
12468 Total						\$ 119.88	
12466	COLE	AARON	20150603	Wheelchair	2	\$ 122.00	\$ 61.00
12466 Total						\$ 122.00	
12456	COOK	JOSHUA	20150601	Bus	1	\$ 130.00	\$ 130.00
12456	COOK	JOSHUA	20150601	Sedan	2	\$ 20.00	\$ 10.00
12456	COOK	JOSHUA	20150601	Volunteer	4	\$ -	\$ -
12456 Total						\$ 150.00	
12492	DAVIS	CHADWICK	20150611	Sedan	8	\$ 302.48	\$ 37.81
12492 Total						\$ 302.48	
12484	DEAN	CARRIE	20150609	Gas Voucher	4	\$ 27.00	\$ 6.75
12484 Total						\$ 27.00	
12480	DENHARTOG	WENDELL	20150609	Sedan	4	\$ 173.80	\$ 43.45
12480	DENHARTOG	WENDELL	20150609	Volunteer	2	\$ 25.96	\$ 12.98
12480 Total						\$ 199.76	
12475	DIEHL	SUSAN	20150608	Wheelchair	2	\$ 95.84	\$ 47.92
12475 Total						\$ 95.84	
12450	DIETCHE	DIEGO	20150601	Bus	1	\$ 30.00	\$ 30.00
12450 Total						\$ 30.00	
12462	FASHANA	DUSTIN	20150603	Wheelchair	1	\$ 108.12	\$ 108.12
12462 Total						\$ 108.12	
12551	FEGENBUSH	TRACIE	20150626	Sedan	1	\$ 0.01	\$ 0.01

12551 Total				\$	0.01		
12467 FLAHAVEN	AMANDA	20150604 Bus	1	\$	130.00	\$	130.00
12467 FLAHAVEN	AMANDA	20150604 Sedan	2	\$	137.84	\$	68.92
12467 FLAHAVEN	AMANDA	20150604 Volunteer	4	\$	62.04	\$	15.51
12467 Total				\$	329.88		
12540 FLEMING	CHARLES	20150625 Wheelchair	1	\$	123.00	\$	123.00
12540 Total				\$	123.00		
12543 FORESTER	DEMIAN	20150625 Sedan	2	\$	227.94	\$	113.97
12543 Total				\$	227.94		
12537 FORTIER	KRISTIN	20150624 Sedan	3	\$	97.79	\$	32.60
12537 Total				\$	97.79		
12548 FORTO	ESTELLE	20150626 Sedan	1	\$	77.12	\$	77.12
12548 FORTO	ESTELLE	20150626 Volunteer	3	\$	94.98	\$	31.66
12548 Total				\$	172.10		
12503 FREIBERG	RANDY	20150612 Wheelchair	1	\$	73.40	\$	73.40
12503 Total				\$	73.40		
12544 HARTMAN	MICHELLE	20150625 Sedan	2	\$	41.90	\$	20.95
12544 Total				\$	41.90		
12487 HECKEL	MARK	20150609 Sedan	2	\$	263.30	\$	131.65
12487 Total				\$	263.30		
12488 HLAVINKA	DORIS	20150609 Wheelchair	2	\$	46.00	\$	23.00
12488 Total				\$	46.00		
12476 HOWE	SECRET	20150608 Volunteer	2	\$	0.30	\$	0.15
12476 Total				\$	0.30		
12501 JENSON	KATHERINE	20150612 Wheelchair	2	\$	195.40	\$	97.70
12501 Total				\$	195.40		
12495 KILBURGER	STEPHANIE	20150611 Stretcher	2	\$	920.00	\$	460.00
12495 Total				\$	920.00		
12559 KIMMEL	ROBERT	20150629 Volunteer	1	\$	11.55	\$	11.55
12559 Total				\$	11.55		
12453 KIRK	EVA	20150601 Bus	1	\$	30.00	\$	30.00
12453 Total				\$	30.00		
12457 KNOX	RANDY	20150602 Volunteer	2	\$	29.14	\$	14.57
12457 Total				\$	29.14		
12525 LAWSON	ALMA	20150619 Sedan	1	\$	45.60	\$	45.60
12525 Total				\$	45.60		
12518 LEDBETTER	LILA	20150618 Sedan	2	\$	92.84	\$	46.42
12518 Total				\$	92.84		
12519 LEDBETTER	OWEN	20150618 Sedan	2	\$	92.50	\$	46.25
12519 Total				\$	92.50		
12448 LEDFORD	WAYNE	20150601 Wheelchair	2	\$	68.40	\$	34.20
12448 Total				\$	68.40		
12505 LEICHNER	LORI	20150615 Sedan	3	\$	52.00	\$	17.33
12505 LEICHNER	LORI	20150615 Volunteer	5	\$	6.60	\$	1.32
12505 Total				\$	58.60		
12498 LONG	THEODORE	20150611 Sedan	2	\$	294.44	\$	147.22
12498 Total				\$	294.44		
12472 LOWERY	SHEREE	20150605 Sedan	2	\$	89.00	\$	44.50
12472 Total				\$	89.00		
12560 MCGREGOR	KENNETH	20150629 Sedan	1	\$	27.40	\$	27.40
12560 Total				\$	27.40		
12539 MEYER	ROGER	20150625 Sedan	2	\$	363.22	\$	181.61
12539 Total				\$	363.22		
12469 MITCHELL	ASHLEY	20150604 Sedan	2	\$	72.92	\$	36.46
12469 Total				\$	72.92		

12483 MONROE	CASSANDRA	20150609 Sedan	2	\$	241.70	\$	120.85
12483 Total				\$	241.70		
12565 MORRIS	JOHN	20150630 Sedan	2	\$	58.00	\$	29.00
12565 Total				\$	58.00		
12535 NELSON	ERIC	20150623 Sedan	2	\$	32.00	\$	16.00
12535 Total				\$	32.00		
12564 NYE	DEANNA	20150630 Gas Voucher	2	\$	44.50	\$	22.25
12564 Total				\$	44.50		
12502 OSTERLUND	SUSAN	20150612 Sedan	4	\$	177.10	\$	44.28
12502 Total				\$	177.10		
12512 PETERSON	PHILLIP	20150616 Sedan	2	\$	272.75	\$	136.38
12512 Total				\$	272.75		
12461 PETITE	SHARLEEN	20150603 Gas Voucher	4	\$	32.00	\$	8.00
12461 Total				\$	32.00		
12465 PHILLIPS	M LUCILE	20150603 Stretcher	1	\$	23.20	\$	23.20
12465 PHILLIPS	M LUCILE	20150603 Wheelchair	2	\$	113.20	\$	56.60
12465 Total				\$	136.40		
12563 RASMUSSEN	MONIQUE	20150630 Gas Voucher	2	\$	7.50	\$	3.75
12563 Total				\$	7.50		
12504 RICHMAN	HOPE	20150612 Secure	1	\$	78.00	\$	78.00
12504 Total				\$	78.00		
12482 ROBERTS	JAMES	20150609 Stretcher	1	\$	173.00	\$	173.00
12482 Total				\$	173.00		
12491 ROSALES EMANUE JAZZMIN		20150611 Gas Voucher	20	\$	105.00	\$	5.25
12491 ROSALES EMANUE JAZZMIN		20150611 Sedan	8	\$	112.08	\$	14.01
12491 Total				\$	217.08		
12509 ROWE	ROBERTA	20150616 Sedan	2	\$	41.34	\$	20.67
12509 Total				\$	41.34		
12520 SHAPIRO	RENEE	20150618 Gas Voucher	2	\$	8.00	\$	4.00
12520 Total				\$	8.00		
12454 SIMMONS	HATTIE	20150601 Secure	1	\$	607.50	\$	607.50
12454 Total				\$	607.50		
12521 SMITH	BEVERLY	20150618 Wheelchair	1	\$	128.40	\$	128.40
12521 Total				\$	128.40		
12499 SMITH	JESSE	20150611 Sedan	2	\$	40.00	\$	20.00
12499 Total				\$	40.00		
12463 SMITH	KAYLEE	20150603 Sedan	2	\$	304.76	\$	152.38
12463 Total				\$	304.76		
12513 SPARKS	MICHELLE	20150617 Sedan	2	\$	115.20	\$	57.60
12513 Total				\$	115.20		
12473 VANPOELGEEST	FRANCINE	20150605 Gas Voucher	5	\$	93.50	\$	18.70
12473 Total				\$	93.50		
12500 WALKER	BRYANT	20150612 Sedan	2	\$	20.00	\$	10.00
12500 WALKER	BRYANT	20150612 Volunteer	1	\$	3.63	\$	3.63
12500 Total				\$	23.63		
12522 WALTERS	JILLENE	20150618 Gas Voucher	2	\$	15.50	\$	7.75
12522 Total				\$	15.50		
12486 WARDEN	CHARLES	20150609 Gas Voucher	4	\$	47.00	\$	11.75
12486 Total				\$	47.00		
12527 WARE	ABIGAIL	20150619 Sedan	1	\$	74.88	\$	74.88
12527 WARE	ABIGAIL	20150619 Volunteer	9	\$	139.14	\$	15.46
12527 Total				\$	214.02		
12481 WEBB	ELAINE	20150609 Paratransit	1	\$	26.60	\$	26.60
12481 WEBB	ELAINE	20150609 Sedan	1	\$	50.54	\$	50.54
12481 Total				\$	77.14		

12474 WEBBER	SHELLIE	20150608 Wheelchair	3	\$	233.74	\$	77.91
12474 Total				\$	233.74		
12516 WEISZHAAR	PAUL	20150618 Volunteer	1	\$	152.90	\$	152.90
12516 Total				\$	152.90		
12532 WENTZ	IVA	20150622 Wheelchair	1	\$	97.26	\$	97.26
12532 Total				\$	97.26		
12493 WHITLOW	TREASA	20150611 Secure	1	\$	342.50	\$	342.50
12493 Total				\$	342.50		
12496 WILLIAMS	MEGAN	20150611 Volunteer	2	\$	0.02	\$	0.01
12496 Total				\$	0.02		
12549 WINTERS	NISSA	20150626 Sedan	1	\$	55.04	\$	55.04
12549 WINTERS	NISSA	20150626 Volunteer	1	\$	-	\$	-
12549 Total				\$	55.04		
12494 WOLDEIT	TEASHA	20150611 Wheelchair	1	\$	69.27	\$	69.27
12494 Total				\$	69.27		
12490 ZWALD	BARBARA	20150610 Stretcher	1	\$	156.00	\$	156.00
12490 ZWALD	BARBARA	20150610 Wheelchair	3	\$	94.02	\$	31.34
12490 Total				\$	250.02		
Grand Total					\$ 11,770.57		

ADDITIONAL INFORMATION	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	Average
Current number of subcontractors	11	11	11	11	11	11	11	11	11	11	11	11	11	11	0.9
Current number of subcontractors certified vehicles	38	38	38	38	38	38	38	38	38	38	38	38	38	38	3.2
Current number of certified drivers	120	120	120	120	120	120	120	120	120	120	120	120	120	120	10.0
Subcontractor on-site audits performed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Subcontractor vehicles inspected	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Subcontractor drivers trained	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Rides	4850	5795	5676	6399	5802	5201	5475	5283	4923	5730	5347	5107	5127	4850	404.2
Average Rides Per Client	5.5	5.9	5.7	5.9	5.5	5.3	5.3	5.6	5.5	5.9	5.7	5.8	6.0	5.5	5.5
Shared rides	655	875	785	891	816	743	790	886	798	944	788	852	824	655	54.6
Shared Ratio	13.5%	15.1%	13.8%	13.9%	14.1%	14.3%	14.4%	16.8%	16.2%	16.5%	14.7%	16.7%	16.1%	13.5%	
No Shows	71	110	107	159	113	103	92	106	103	91	94	105	72	71	5.9
No Show Ratio	1.5%	1.9%	1.9%	2.5%	1.9%	2.0%	1.7%	2.0%	2.1%	1.6%	1.8%	2.1%	1.4%	1.5%	
Cancellations	826	848	873	1017	877	937	819	891	825	810	934	872	906	826	68.8
Cancel Ride Ratio	17.0%	14.6%	15.4%	15.9%	15.1%	18.0%	15.0%	16.9%	16.8%	14.1%	17.5%	17.1%	17.7%	17.0%	
Same Day or Next Day Scheduled Rides	188	213	189	181	187	171	167	197	125	193	173	148	182	188	15.7
Same Day or Next Day Ratio	3.9%	3.7%	3.3%	2.8%	3.2%	3.3%	3.1%	3.7%	2.5%	3.4%	3.2%	2.9%	3.5%	3.9%	
Incoming calls for period	3711	4608	5076	5704	5143	4517	4695	4431	4154	4663	4770	3725	3636	3711	309.3
Outgoing calls for period	2427	2424	2279	2552	2428	2446	2429	2326	2223	2623	2718	2449	2417	2427	202.3
RideCare Full Time Employees	7.4	7.4	7.4	7.4	7.4	7.4	7.4	7.4	7.4	7.4	7.4	7.4	6.4	7.4	7.3

Phone Calls															
Incoming Calls by RideCare Employee:	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	Average
Carol/Aleesha	301	1817	2787	2534	2156	1765	0	519	250	357	326	307	360	301	25.1
Julia	249	286	307	335	208	275	737	191	144	270	177	302	502	249	20.8
Diane	310	251	454	442	370	379	593	375	379	191	286	359	371	310	25.8
Jason / Linda	62	1080	603	130	104	98	416	90	152	58	60	196	206	62	5.2
Sarah / Natalie	1071	919	310	1897	1965	1524	2374	1900	2126	1659	1865	1071	0	1071	89.3
Shana	1718	255	615	366	340	476	575	1356	1103	2128	2056	1490	2197	1718	143.2
Total	3711	4608	5076	5704	5143	4517	4695	4431	4154	4663	4770	3725	3636	3711	309.3
Outgoing Calls by RideCare Employee:	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Jun-14	Average
Carol/Aleesha	446	612	727	726	688	680	0	359	323	582	477	553	480	446	37.2
Julia	221	223	290	225	118	222	354	200	122	229	170	268	345	221	18.4
Diane	524	278	377	457	426	391	538	520	476	252	429	448	631	524	43.7
Jason / Linda	9	361	85	20	31	22	38	26	34	35	30	41	81	9	0.8
Sarah / Natalie	612	507	35	640	698	476	835	611	721	673	683	517	0	612	51.0
Shana	615	443	765	484	467	655	664	610	547	852	929	622	880	615	51.3
Total	2427	2424	2279	2552	2428	2446	2429	2326	2223	2623	2718	2449	2417	2427	202.3

1 of
RideCare Provider Report - June 2015

CLATSOP	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total	Average
GAS VOUCHER	295	222	249	262	253	211	246	251	233	229	269	292	305	3022	251.8
AMBULATORY															
RideAssist	234	97	73	126	134	114	87	146	140	140	161	179	233	1630	135.8
Elliott's Transport	94	102	65	92	87	70	103	99	91	89	79	97	70	1044	87.0
Hot Shot	104	274	269	254	198	220	193	213	168	162	152	156	130	2389	199.1
K and M Medivan	122	298	413	349	360	268	239	235	224	322	215	196	204	3323	3323.0
Medix	231	296	242	321	203	240	283	251	235	233	204	249	175	2932	244.3
Metro West	0	0	0	0	0	0	0	0	2	0	1	6	0	9	0.8
TCTD	0	0	0	0	0	0	0	4	0	0	0	0	2	6	0.5
Volunteer Drivers	309	240	314	368	307	278	314	235	219	286	300	267	348	3476	289.7
Wapato Shores	2	1	2	1	4	2	3	2	2	3	6	5	0	31	2.6
Bus Pass	31	37	43	47	42	44	44	40	43	36	31	34	30	471	39.3
Totals	1127	1345	1421	1558	1335	1236	1266	1225	1124	1271	1149	1189	1192	15311	1275.9
WHEELCHAIR															
RideAssist	50	2	3	10	9	15	21	18	20	16	25	18	46	203	16.9
Community Ambulance	0	0	1	0	1	0	1	0	0	0	0	0	0	3	0.3
K and M Medivan	100	80	0	0	0	0	79	80	105	156	101	122	123	846	846.0
Medix	219	278	298	360	384	330	334	229	222	214	314	245	183	3391	282.6
Metro West	0	2	1	4	1	0	1	4	5	3	0	2	0	23	1.9
TCTD	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0.2
Wapato Shores	3	0	0	12	0	2	5	10	1	1	0	4	1	36	3.0
Totals	372	364	303	386	395	347	441	341	353	390	440	391	353	4504	375.3
STRETCHER															
Community Ambulance	1	0	1	0	0	0	6	0	0	0	0	0	1	8	0.7
Medix	16	20	7	21	14	13	18	8	15	19	12	6	10	163	13.6
Metro West	0	0	1	0	0	0	1	1	0	0	0	0	0	3	0.3
Totals	17	20	9	21	14	13	25	9	15	19	12	6	11	171	14.3
SECURED															
Coastal Transport	1	2	5	1	1	4	3	3	1	1	3	5	5	34	2.8
Mountain Retreat Secured	1	0	2	0	1	3	2	0	0	0	1	1	1	11	0.9
Totals	2	2	7	1	2	7	5	3	1	1	4	6	6	45	3.8
MEALS AND LODGING														0	0.0
Extended Stay America	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Meals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Ronald McDonald House	0	0	0	28	3	7	0	0	1	0	0	0	0	39	3.3
Travis Beverly Guest House	0	0	0	0	0	7	0	0	0	0	0	0	0	7	0.6
Totals	0	0	0	28	3	14	0	0	1	0	0	0	0	46	3.8
CLATSOP TOTALS	1813	1953	1989	2256	2002	1828	1983	1829	1727	1910	1874	1884	1867	23102	1925.2

COLUMBIA	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total	Average
GAS VOUCHER	722	816	777	838	783	639	780	749	767	830	739	811	766	9295	774.6
AMBULATORY															
Columbia County Rider	200	205	219	226	203	225	159	165	175	210	244	213	234	2478	206.5
Community Ambulance	0	0	0	0	0	0	1	0	0	1	0	0	0	2	0.2
Elliott's Transport	12	0	0	0	0	0	0	3	0	4	7	1	16	31	2.6
K and M Medivan	0	0	0	8	1	7	0	0	0	1	2	2	0	21	1.8
Hot Shot	0	0	0	6	0	0	0	0	0	0	0	0	0	6	0.5
Medix	2	6	1	4	0	1	4	1	6	4	1	5	6	39	3.3
Metro West	2	0	0	0	2	0	0	2	7	3	3	16	3	36	3.0
Volunteer Drivers	650	684	611	736	703	588	697	631	507	646	643	502	548	7496	624.7
Wapato Shores	547	899	894	1019	844	787	739	795	762	955	835	811	771	10111	842.6
Fixed Route	1	4	1	2	2	2	1	1	1	1	1	1	1	18	1.5
Totals	1414	1798	1726	2001	1755	1610	1601	1598	1458	1825	1736	1551	1579	20238	1686.5
WHEELCHAIR															
Columbia County Rider	55	85	50	93	61	83	114	98	75	83	50	63	53	908	75.7
Community Ambulance	3	0	0	1	3	1	2	0	2	1	0	2	1	13	1.1
K and M Medivan	0	0	0	0	0	0	0	0	0	4	0	0	0	4	0.3
Medix	4	6	12	8	13	2	3	7	4	1	5	2	6	69	5.8
Metro West	8	15	7	13	12	8	7	7	6	13	11	6	10	115	9.6
Wapato Shores	155	187	205	211	208	133	179	206	175	224	168	165	167	2228	185.7
Totals	225	293	274	326	297	227	305	318	262	326	234	238	237	3337	278.1
STRETCHER															
Community Ambulance	2	0	0	10	4	8	4	1	6	3	3	3	3	45	3.8
Medix	3	1	7	0	3	5	3	2	4	1	2	0	2	30	2.5
Metro West	3	2	3	2	5	1	1	6	2	1	1	2	2	28	2.3
Totals	8	3	10	12	12	14	8	9	12	5	6	5	7	103	8.6
SECURED															
Coastal Transport	1	1	1	3	1	0	1	1	3	0	0	1	0	12	1.0
Mountain Retreat Secured	0	0	0	0	0	0	0	3	0	1	0	0	0	4	0.3
Totals	1	1	1	3	1	0	1	4	3	1	0	1	0	16	1.3
MEALS AND LODGING															
Extended Stay America	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Meals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Ronald McDonald House	0	0	0	0	11	14	0	0	1	0	0	0	0	26	2.2
Travis Beverly Guest House	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Totals	0	0	0	0	11	14	0	0	1	0	0	0	0	26	2.2
COLUMBIA TOTALS	2370	2911	2788	3180	2859	2504	2695	2678	2503	2987	2715	2606	2589	33015	2751.3

TILLAMOOK	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total	Average
GAS VOUCHER	186	185	189	258	174	165	164	167	177	197	192	159	166	2193	182.8
AMBULATORY															
Elliott's Transport	1	0	8	0	0	0	0	5	0	1	1	0	0	15	1.3
Hot Shot	2	0	0	0	0	2	0	2	2	0	1	0	0	7	0.6
Medix	2	4	7	2	3	11	12	4	1	24	14	4	4	90	7.5
K and M Medivan	2	0	0	0	2	0	0	0	0	0	1	0	2	5	0.4
Metro West	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0.1
Tillamook County Transit	163	461	398	431	462	424	370	295	209	280	255	184	190	3959	329.9
Volunteer Drivers	103	8	7	23	42	35	65	93	118	100	91	112	122	816	68.0
Wapato Shores	12	2	0	2	1	0	0	0	2	7	5	2	3	24	2.0
Fixed Route	0	1	1	1	0	0	0	0	0	0	0	0	0	3	0.3
Totals	285	476	421	459	511	472	447	399	332	412	368	302	321	4920	410.0
WHEELCHAIR															
Community Ambulance	0	0	0	1	0	0	1	0	1	0	0	0	0	3	0.3
K and M Medivan	0	0	0	0	0	0	0	2	0	0	0	0	1	3	0.3
Medix	20	7	11	4	4	6	10	34	39	53	25	18	24	235	19.6
Metro West	0	0	0	1	1	1	1	0	1	0	1	0	0	6	0.5
Tillamook County Transit	76	124	132	150	166	118	113	107	91	140	122	81	82	1426	118.8
Wapato Shores	5	0	5	2	3	0	0	2	2	0	1	0	2	17	1.4
Totals	101	131	148	158	174	125	125	145	134	193	149	99	109	1690	140.8
STRETCHER															
Community Ambulance	0	0	0	1	0	1	1	0	0	0	1	1	0	5	0.4
Medix	0	8	2	5	3	1	2	3	2	1	2	1	1	31	2.6
Metro West	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0.1
Totals	0	8	2	6	3	2	3	4	2	1	3	2	1	37	3.1
SECURED															
Coastal Transport	0	6	1	4	1	2	4	1	3	0	1	4	1	28	2.3
Mountain Retreat Secured	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Totals	0	6	1	4	1	2	4	1	3	0	1	4	1	28	2.3
MEALS AND LODGING															
Extended Stay America	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Laurie Myers	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0.1
Meals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0
Ronald McDonald House	1	0	4	11	1	1	0	0	0	0	0	0	3	20	1.7
Travis Beverly Guest House	0	0	0	0	0	0	7	1	0	0	0	0	0	8	0.7
Brandy Gearhart	0	0	0	2	0	0	0	0	0	0	0	0	0	2	0.2
Totals	1	0	4	13	1	1	7	1	0	1	0	0	3	31	2.6
TILLAMOOK TOTALS	573	806	765	898	864	767	750	717	648	804	713	566	601	8899	741.6
Other Counties	94	125	134	65	77	102	47	59	45	35	45	52	96	882	73.5
All Counties	4850	5795	5676	6399	5802	5201	5475	5283	4923	5736	5347	5108	5153	65898	5491.5

ALL RIDES	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total	Average
Coastal Transport	2	9	7	8	3	6	8	5	7	1	4	10	6	74	6.2
Columbia County Rider	256	294	270	321	266	310	274	264	251	294	295	277	288	3404	283.7
Community Ambulance	6	0	2	13	8	10	16	1	9	5	4	6	5	79	6.6
Elliott's Transport	107	102	73	92	87	70	103	107	91	94	87	98	86	1090	90.8
GAS VOUCHERS	1203	1223	1215	1358	1210	1015	1190	1167	1177	1256	1200	1262	1237	14510	1209.2
Hot Shots	106	274	269	260	198	222	193	215	170	162	153	156	130	2402	200.2
K and M Medivan	224	378	413	357	363	275	318	317	329	483	319	320	330	4202	350.2
Meals and Lodgings	1	0	4	41	15	29	7	1	2	1	0	0	3	103	8.6
Metro West	13	19	12	20	22	10	11	21	23	20	17	32	15	222	18.5
Medix	497	626	587	725	627	609	669	539	528	550	579	530	411	6980	581.7
Mountain Retreat Secured	1	0	2	0	1	3	2	3	0	1	1	1	1	15	1.3
SETD (Includes Bus Pass)	315	136	119	183	185	173	152	204	203	192	217	231	309	2304	192.0
Volunteer Drivers	1062	932	932	1127	1052	901	1076	959	844	1032	1034	881	1018	11788	982.3
Wapato Shores	724	1089	1106	1247	1060	924	926	1015	944	1190	1015	987	944	12447	1037.3
Tillamook County Transport	239	588	531	582	628	542	483	406	300	420	377	265	274	5396	449.7
OTHER COUNTIES	94	125	134	65	77	102	47	59	45	35	45	52	96	882	73.5
Total	4850	5795	5676	6399	5802	5201	5475	5283	4923	5736	5347	5108	5153	65898	5491.5

ALL RIDES RATIOS	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Average Ratio
Coastal Transport	0.0%	0.2%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.0%	0.1%	0.2%	0.1%	0.1%
Columbia County Rider	5.3%	5.1%	4.8%	5.0%	4.6%	6.0%	5.0%	5.0%	5.1%	5.1%	5.5%	5.4%	5.6%	5.2%
Community Ambulance	0.1%	0.0%	0.0%	0.2%	0.1%	0.2%	0.3%	0.0%	0.2%	0.1%	0.1%	0.1%	0.1%	0.1%
Elliott's Transport	2.2%	1.8%	1.3%	1.4%	1.5%	1.3%	1.9%	2.0%	1.8%	1.6%	1.6%	1.9%	1.7%	1.7%
GAS VOUCHERS	24.8%	21.1%	21.4%	21.2%	20.9%	19.5%	21.7%	22.1%	23.9%	21.9%	22.4%	24.7%	24.0%	22.0%
Hot Shots	2.2%	4.7%	4.7%	4.1%	3.4%	4.3%	3.5%	4.1%	3.5%	2.8%	2.9%	3.1%	2.5%	3.6%
K and M Medivan	4.6%	6.5%	7.3%	5.6%	6.3%	5.3%	5.8%	6.0%	6.7%	8.4%	6.0%	6.3%	6.4%	6.4%
Meals and Lodgings	0.0%	0.0%	0.1%	0.6%	0.3%	0.6%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.2%
Metro West	0.3%	0.3%	0.2%	0.3%	0.4%	0.2%	0.2%	0.4%	0.5%	0.3%	0.3%	0.6%	0.3%	0.3%
Medix	10.2%	10.8%	10.3%	11.3%	10.8%	11.7%	12.2%	10.2%	10.7%	9.6%	10.8%	10.4%	8.0%	10.6%
Mountain Retreat Secured	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
SETD (Includes Bus Pass)	6.5%	2.3%	2.1%	2.9%	3.2%	3.3%	2.8%	3.9%	4.1%	3.3%	4.1%	4.5%	6.0%	3.5%
Volunteer Drivers	21.9%	16.1%	16.4%	17.6%	18.1%	17.3%	19.7%	18.2%	17.1%	18.0%	19.3%	17.2%	19.8%	17.9%
Wapato Shores	14.9%	18.8%	19.5%	19.5%	18.3%	17.8%	16.9%	19.2%	19.2%	20.7%	19.0%	19.3%	18.3%	18.9%
Tillamook County Transport	4.9%	10.1%	9.4%	9.1%	10.8%	10.4%	8.8%	7.7%	6.1%	7.3%	7.1%	5.2%	5.3%	8.2%
OTHER COUNTIES	1.9%	2.2%	2.4%	1.0%	1.3%	2.0%	0.9%	1.1%	0.9%	0.6%	0.8%	1.0%	1.9%	1.3%

Rides by Day of Week														
Day of Week	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Total
Sunday	36	18	21	24	48	16	28	49	17	23	38	27	19	328
	0.7%	0.3%	0.4%	0.4%	0.8%	0.3%	0.5%	0.9%	0.3%	0.4%	0.7%	0.5%	0.4%	0.5%
Monday	1166	1291	884	1185	1269	974	939	1193	1061	958	1071	873	831	12529
	24.0%	22.3%	15.6%	18.5%	21.9%	18.7%	17.2%	22.6%	21.6%	16.7%	20.0%	17.1%	16.1%	19.0%
Tuesday	824	1254	1048	1136	1172	991	1016	1209	979	969	1172	921	1136	13003
	17.0%	21.6%	18.5%	17.8%	20.2%	19.1%	18.6%	22.9%	19.9%	16.9%	21.9%	18.0%	22.0%	19.7%
Wednesday	954	1154	1205	1484	1166	1098	1111	1158	1074	1319	1016	997	1250	14032
	19.7%	19.9%	21.2%	23.2%	20.1%	21.1%	20.3%	21.9%	21.8%	23.0%	19.0%	19.5%	24.3%	21.3%
Thursday	859	974	1020	1316	946	926	995	667	719	1181	933	960	1072	11709
	17.7%	16.8%	18.0%	20.6%	16.3%	17.8%	18.2%	12.6%	14.6%	20.6%	17.4%	18.8%	20.8%	17.8%
Friday	841	895	1256	1045	1028	1034	1181	823	810	1099	928	1096	678	11873
	17.3%	15.4%	22.1%	16.3%	17.7%	19.9%	21.6%	15.6%	16.5%	19.2%	17.4%	21.5%	13.2%	18.0%
Saturday	170	209	242	209	173	162	205	184	263	187	189	234	167	2424
	3.5%	3.6%	4.3%	3.3%	3.0%	3.1%	3.7%	3.5%	5.3%	3.3%	3.5%	4.6%	3.2%	3.7%
Total	4850	5795	5676	6399	5802	5201	5475	5283	4923	5736	5347	5108	5153	65898

1
2
3
4
5
6
700.0%

Average Number of Rides During by Day of Week														
Day of Week - Average	Jun-14	Jun-15	May-15	Apr-15	Mar-15	Feb-15	Jan-15	Dec-14	Nov-14	Oct-14	Sep-14	Aug-14	Jul-14	Avg.
Sunday	7.2	3.6	4.2	4.8	9.6	4.0	7.0	12.3	3.4	5.8	9.5	5.4	3.8	6.3
	0.6%	0.3%	0.3%	0.3%	0.7%	0.3%	0.6%	1.1%	0.3%	0.5%	0.8%	0.4%	0.3%	
Monday	233.2	258.2	176.8	237.0	253.8	243.5	234.8	238.6	265.3	239.5	214.2	218.3	166.2	240.9
	20.2%	19.6%	13.4%	16.0%	19.1%	18.7%	18.8%	20.9%	21.8%	19.1%	17.5%	18.0%	13.3%	
Tuesday	206.0	250.8	209.6	227.2	234.4	247.8	254.0	241.8	244.8	242.3	234.4	230.3	284.0	250.1
	17.9%	19.0%	15.9%	15.3%	17.7%	19.1%	20.3%	21.2%	20.1%	19.3%	19.1%	19.0%	22.8%	
Wednesday	238.5	288.5	301.3	371.0	291.5	274.5	277.8	231.6	268.5	263.8	254.0	249.3	312.5	269.8
	20.7%	21.8%	22.8%	25.0%	22.0%	21.1%	22.2%	20.3%	22.1%	21.0%	20.7%	20.6%	25.1%	
Thursday	214.8	243.5	255.0	329.0	236.5	231.5	199.0	166.8	179.8	236.2	233.3	240.0	268.0	225.2
	18.6%	18.4%	19.3%	22.2%	17.8%	17.8%	15.9%	14.6%	14.8%	18.8%	19.0%	19.8%	21.5%	
Friday	210.3	223.8	314.0	261.3	257.0	258.5	236.2	205.8	202.5	219.8	232.0	219.2	169.5	228.3
	18.2%	16.9%	23.8%	17.6%	19.4%	19.9%	18.9%	18.0%	16.6%	17.5%	18.9%	18.1%	13.6%	
Saturday	42.5	52.3	60.5	52.3	43.3	40.5	41.0	46.0	52.6	46.8	47.3	46.8	41.8	46.6
	3.7%	4.0%	4.6%	3.5%	3.3%	3.1%	3.3%	4.0%	4.3%	3.7%	3.9%	3.9%	3.4%	
Average Rides Per Week	1152.4	1320.6	1321.4	1482.5	1326.1	1300.3	1249.7	1142.8	1216.8	1254.1	1224.6	1209.2	1245.8	1267.3

RideCare Cost Breakdown per Month

*Note: Some rides are missing from this report as they haven't been paid for yet

Payout for Rides	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	Average
Coastal Transport	\$ 5,039.25	\$ 2,564.75	\$ 5,691.27	\$ 3,976.13	\$ 1,885.90	\$ 4,483.12	\$ 3,940.07
Columbia County Rider	\$ 5,006.58	\$ 5,410.57	\$ 6,135.84	\$ 6,279.43	\$ 5,358.92	\$ 6,629.52	\$ 5,803.48
Community Ambulance	\$ 2,131.15	\$ 665.25	\$ 4,548.50	\$ 2,924.25	\$ 3,651.75	\$ 4,025.50	\$ 2,991.07
Elliot's Transport	\$ 6,846.75	\$ 7,178.00	\$ 6,598.25	\$ 6,513.50	\$ 7,294.50	\$ 7,447.00	\$ 6,979.67
GAS REIMBURSEMENT	\$ 10,611.72	\$ 10,854.60	\$ 11,333.02	\$ 9,238.87	\$ 11,972.11	\$ 11,440.61	\$ 10,908.49
Hot Shots	\$ 5,667.70	\$ 7,719.40	\$ 8,710.40	\$ 7,941.80	\$ 10,805.74	\$ 16,502.60	\$ 9,557.94
K and M Medivan	\$ 19,864.40	\$ 22,375.11	\$ 21,753.32	\$ 14,650.63	\$ 16,888.04	\$ 18,292.62	\$ 18,970.69
MEALS AND LODGING	\$ 80.00		\$ 920.00	\$ 2,160.00	\$ 1,320.00	\$ 2,800.00	\$ 1,456.00
Medix	\$ 33,759.25	\$ 30,574.00	\$ 40,108.75	\$ 38,644.00	\$ 32,919.00	\$ 42,189.00	\$ 36,365.67
Metro West	\$ 2,664.35	\$ 5,381.02	\$ 1,556.00	\$ 1,283.00	\$ 3,809.82	\$ 3,243.00	\$ 2,989.53
Mountain Retreat Secure		\$ 712.50	\$ 450.00	\$ 1,425.00	\$ 150.00	\$ 300.00	\$ 607.50
SETD (Includes Bus Pass)	\$ 3,921.00	\$ 4,043.00	\$ 3,347.00	\$ 3,624.00	\$ 3,619.00	\$ 3,377.00	\$ 3,655.17
Tillamook County Transport	\$ 15,321.25	\$ 20,661.75	\$ 27,668.75	\$ 34,999.25	\$ 38,035.00	\$ 40,884.75	\$ 29,595.13
Wapato Shores	\$ 47,333.77	\$ 51,618.28	\$ 44,329.62	\$ 45,235.00	\$ 50,769.59	\$ 57,547.34	\$ 49,472.27
Total	\$ 158,247.17	\$ 169,758.23	\$ 183,150.72	\$ 178,894.86	\$ 188,479.37	\$ 219,162.06	\$ 182,948.74

Rides Paid For	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	Average
Coastal Transport	8	5	8	6	4	9	7
Columbia County Rider	250	263	273	306	264	320	279
Community Ambulance	8	4	19	11	19	15	13
Elliot's Transport	89	92	101	70	87	92	89
GAS REIMBURSEMENT	1,324	1,439	1,542	1,203	1,585	1,451	1,424
Hot Shots	165	213	198	220	198	255	208
K and M Medivan	321	312	315	269	362	354	322
MEALS AND LODGING	2		23	54	33	70	36
Medix	521	535	665	603	627	703	609
Metro West	23	26	12	12	23	22	20
Mountain Retreat Secure		3	2	3	1	1	2
SETD (Includes Bus Pass)	200	204	152	173	186	180	183
Tillamook County Transport	306	409	459	528	610	570	480
Wapato Shores	960	1,024	929	997	1,103	1,290	1,051
Total	4,177	4,529	4,698	4,455	5,102	5,332	4,716

Average Ride Cost	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	Average
Coastal Transport	\$ 629.91	\$ 512.95	\$ 711.41	\$ 662.69	\$ 471.48	\$ 498.12	\$ 581.09
Columbia County Rider	\$ 20.03	\$ 20.57	\$ 22.48	\$ 20.52	\$ 20.30	\$ 20.72	\$ 20.77
Community Ambulance	\$ 266.39	\$ 166.31	\$ 239.39	\$ 265.84	\$ 192.20	\$ 268.37	\$ 233.08
Elliot's Transport	\$ 76.93	\$ 78.02	\$ 65.33	\$ 93.05	\$ 83.84	\$ 80.95	\$ 79.69
GAS VOUCHERS	\$ 8.01	\$ 7.54	\$ 7.35	\$ 7.68	\$ 7.55	\$ 7.88	\$ 7.67
Hot Shots	\$ 34.35	\$ 36.24	\$ 43.99	\$ 36.10	\$ 54.57	\$ 64.72	\$ 45.00
K and M Medivan	\$ 61.88	\$ 71.72	\$ 69.06	\$ 54.46	\$ 46.65	\$ 51.67	\$ 59.24
MEALS AND LODGING	\$ 40.00	No Rides	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Medix	\$ 64.80	\$ 57.15	\$ 60.31	\$ 64.09	\$ 52.50	\$ 60.01	\$ 59.81
Metro West	\$ 115.84	\$ 206.96	\$ 129.67	\$ 106.92	\$ 165.64	\$ 147.41	\$ 145.41
Mountain Retreat Secure	No Rides	\$ 237.50	\$ 225.00	\$ 475.00	\$ 150.00	\$ 300.00	\$ 277.50
SETD (Includes Bus Pass)	\$ 19.61	\$ 19.82	\$ 22.02	\$ 20.95	\$ 19.46	\$ 18.76	\$ 20.10
Tillamook County Transport	\$ 50.07	\$ 50.52	\$ 60.28	\$ 66.29	\$ 62.35	\$ 71.73	\$ 60.21
Wapato Shores	\$ 49.31	\$ 50.41	\$ 47.72	\$ 45.37	\$ 46.03	\$ 44.61	\$ 47.24
Ave Provider Cost Per Ride	\$ 37.89	\$ 37.48	\$ 38.98	\$ 40.16	\$ 36.94	\$ 41.10	\$ 38.76

Administrative Expenses	\$32,558.64	\$89,736.74	\$35,606.01	\$32,863.81	\$41,830.42	\$34,786.98	\$ 44,563.77
Admin Expense per Ride	\$6.34	\$16.70	\$6.21	\$5.99	\$6.99	\$5.48	\$ 7.95
Ave. Cost Per Ride (No DHS)	\$ 45.68	\$ 57.30	\$ 46.56	\$ 47.53	\$ 45.14	\$ 47.63	\$ 48.31
Ave. Cost Per Ride (W/DHS&GV)	\$ 37.15	\$ 46.30	\$ 39.07	\$ 38.45	\$ 36.97	\$ 40.54	\$ 39.75
Ave. Cost Per Ride (No GVs)	\$ 47.27	\$ 59.68	\$ 51.13	\$ 47.05	\$ 47.02	\$ 50.39	\$ 50.42
Ave. Cost Per Ride (No DHS or GVs)	\$ 45.77	\$ 57.35	\$ 46.75	\$ 47.65	\$ 45.31	\$ 47.76	\$ 48.43

Clatsop
Gas Voucher
 Gas Voucher 262

Ambulatory
 ELLIOTT'S TRANSPORT 92
 HOT SHOT COASTAL 254
 K and M Medivan 349
 MEDIX AMBULANCE 321
 WAPATO SHORES 1

 SETD Paratransit 126
 Fixed Route 47
 Volunteer 368

Wheelchair
 MEDIX AMBULANCE 360
 METRO WEST 4
 WAPATO SHORES 12

 SETD Paratransit 10

Secured
 COASTAL TRANSPORT 1

Stretcher
 MEDIX AMBULANCE 21

Total Clatsop 2228

Columbia
Gas Voucher
 Gas Voucher 838

Ambulatory
 COLUMBIA CTY RIDER 226
 HOT SHOT COASTAL 6
 K and M Medivan 8
 MEDIX AMBULANCE 4
 WAPATO SHORES 1019

 Volunteer 736
 Fixed Route 2

Wheelchair
 COLUMBIA CTY RIDER 93
 COMMUNITY AMBULANCE 1
 MEDIX AMBULANCE 8
 METRO WEST 13
 WAPATO SHORES 211

Secured
 COASTAL TRANSPORT 3

Stretcher
 COMMUNITY AMBULANCE 10
 METRO WEST 2

Total Columbia 3180

Tillamook
Gas Voucher
 Gas Voucher 258

Ambulatory
 MEDIX AMBULANCE 2
 TCTD 431
 WAPATO SHORES 2

 Fixed 1
 Volunteer 23

Wheelchair
 COMMUNITY AMBULANCE 1
 MEDIX AMBULANCE 4
 METRO WEST 1
 TCTD 150
 WAPATO SHORES 2

Secured
 COASTAL TRANSPORT 4

Stretcher
 COMMUNITY AMBULANCE 1
 MEDIX AMBULANCE 5

Total Tillamook 885

Other County
 Gas Voucher 1

Ambulatory
 TCTD 1
 WAPATO SHORES 42

 Volunteer 11

WheelChair
 COMMUNITY AMBULANCE 1
 METRO WEST 1
 WAPATO SHORES 3
 METRO WEST 1
 WAPATO SHORES 1

Secured
 COASTAL TRANSPORT 1
 MTN RETREAT SECURE 1

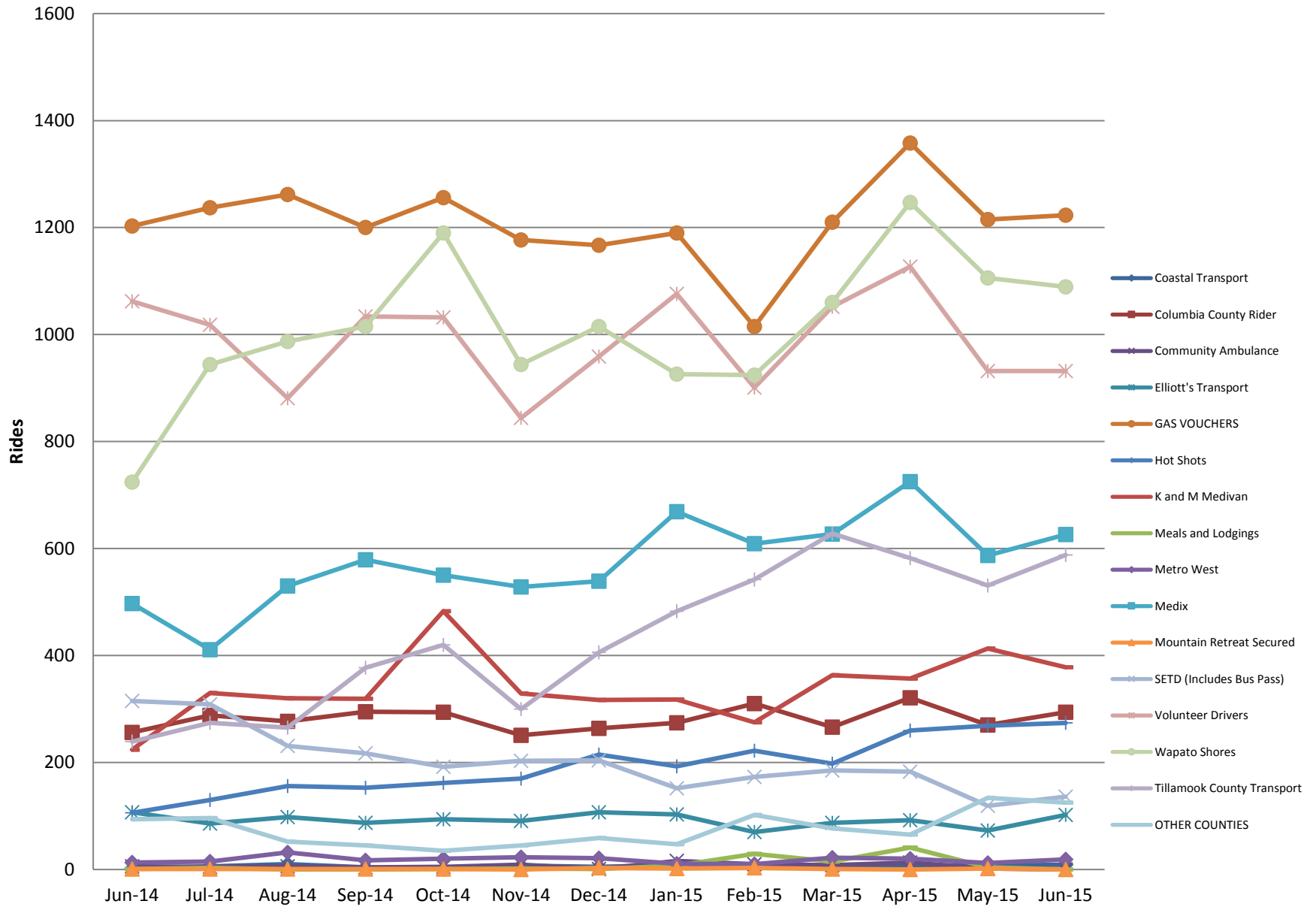
Stretcher
 COMMUNITY AMBULANCE 1

Total Other 65

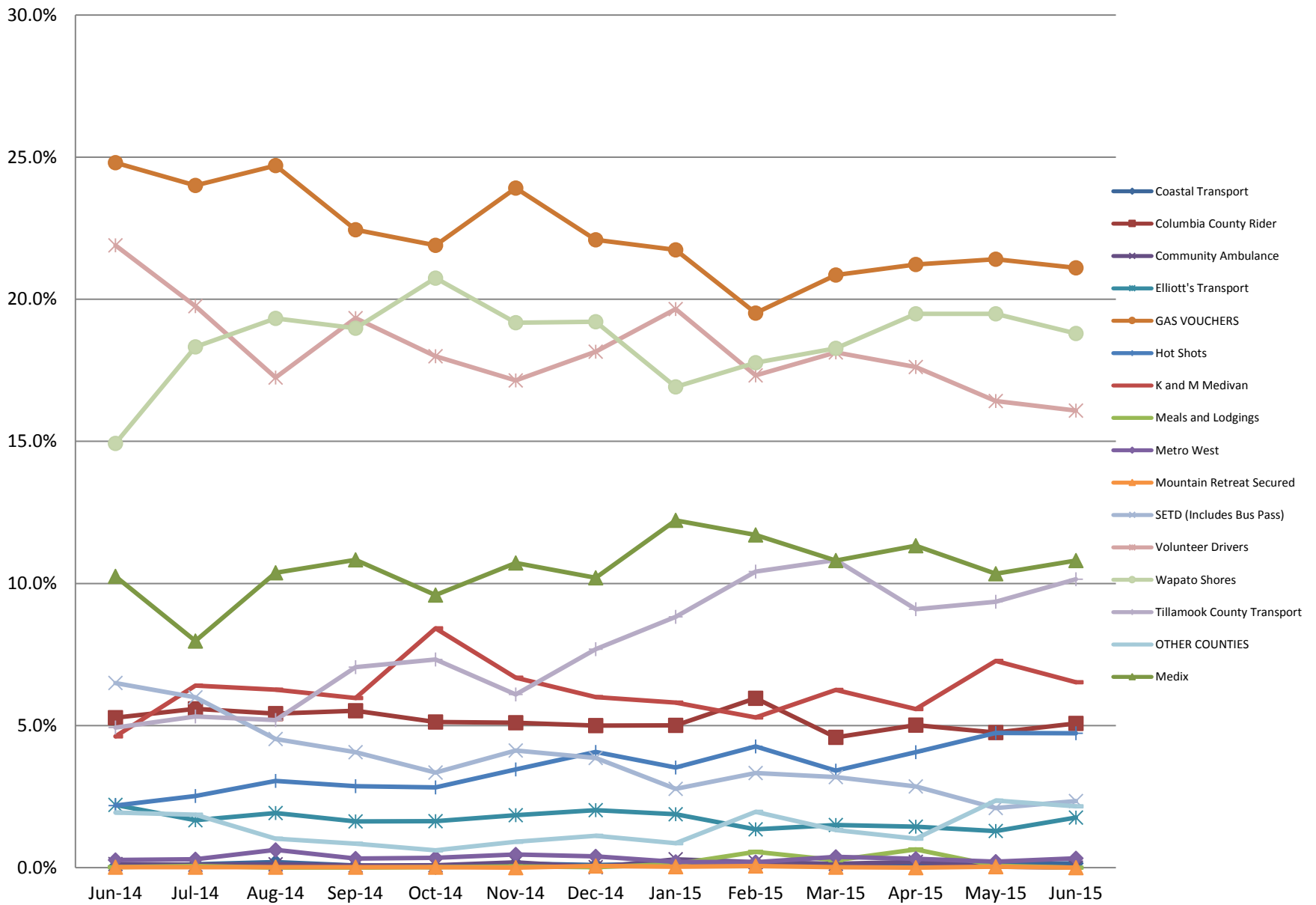
Meals and Lodging
 7 RMHC 28
 57 BRANDY GEARHART 2
 57 RMHC 11
 Total Meals/Lodging 41

Grand Total 6399

RideCare - Provider Rides by Month



RideCare - Provider Ride Ratio





RIDECARE

7/14/15

RIDECARE manager's report for June

Jason Jones

Quick Hits:

- Met with DHS to discuss Non-Medical transportation. 6/2
- Had a conference call with the CCO Clinical Advisory Panel. 6/4
- Attended the CHART monthly meeting. 6/8
- Continued the Veteran's transportation discussion with Liz. All Month.
- Jason attended a Northwest Senior and Disability meeting regarding client care. 6/12
- Ride Care has dispatched an estimated 1,006,566 trip loaded miles starting January.

1. I'm in continual talks with DHS manager Teri Stone to iron out the details of the new contract to continue work with the Non-Medical population. We have found to date that this program has been a great help to those in the Child Welfare field as we have brokered over 200 trips for this population.
2. I was a part of the Columbia Pacific's Clinical Advisory Panel on 6/4 where we discussed topics such as: Chemical dependency, Medical provider's Metrics and even dedicated memory care options in Clatsop, Columbia and Tillamook counties. I'm new to this group so I'm really just learning where I can fit in and be effective at this time.
3. The Monthly CHART meeting was held on 6/11. We discussed some active initiatives like the North Coast trails coalition, Way to Wellville and the Lewis and Clark trail walking buddies.
4. Liz and I are continuing to work through the build up stages in the Veteran's Transportation program. We are looking to have a transportation summit in July.
5. I have met with Northwest Senior and Disability in hopes of helping to smooth out some issues surrounding some of our clients that receive trips.
6. I had been waiting to see how long it would take us to get over 1 million trip miles and I can say that as of the end of June, Ride Care has seen over 1,006,566 miles dispatched. Its exciting every year when we pass this threshold showing us the deep dedication that it takes to do such things. We are thankful for a great team here that makes discharging our services seem all but easy every sing day of he week. There are multiple complex requests made of us every single day and our team works very hard to be incredibly accurate while always using the highest of customer service skills.

Sunset Empire Transportation District

900 Marine Drive – Astoria, Oregon 97103
Phone: (503) 861-5385 – Fax: (503) 861-4299
Email: Carol@ridethebus.org

RIDE ASSIST

Carol Penuel
Paratransit Supervisor

Monthly Report: June, 2015

- In June, Paratransit had 670 ADA rides for an average of 30.5 rides per day. That is a 4.3 percent increase from last month and a 5.3% increase for all Ride Assist clients. That is also 82.4% increase from last June.
- Ridership for Dial-a-ride in April was 27 rides, mostly from the Lewis & Clark service area but there were 2 John Day area rides.
- There were 11 new ADA Paratransit applications received.
- The Paratransit drivers sold 25 ticket books for a total of \$627.00.
- There were 41 Veteran rides given, which is 10 more than last month.

Paratransit Fares Collected for April: \$3470.00

- Para-transit Fares: \$ 998.00
- Tickets Collected: \$ 547.00
- Medicaid Collected \$1,677.00

Sunset Empire Transportation District Marketing/Outreach Update

July 2015

Mary Parker

SEASIDE STREETCAR- On going outreach of the Streetcar services continues in Seaside where feedback from hotels has been very positive. Wyndham Resort is placing a Streetcar schedule in all of the information packets at the activities desk and main desk for their guests. They really appreciate the Streetcar service. Ridership on 7-12-2015 was at 1462, at the same time last year we were at 540.

SUMMER FUN PASSES- It looks like we have sold about 40 Summer Fun Passes at the Transit Center more may have been sold on the busses as well.

SETD LONG RANGE PLAN- Community Input and Surveys- I accompanied Stephanie and Brad from Nelson Nygaard to 4 different locations in the County on June 19th and 20th to gather input and recommendations about public transportation in Clatsop County from people just passing by on the street. The goal was to gather information from non SETD riders by having them fill out a survey that we gave them or to give them a card that guided them to go online and complete the survey. Our lead question was basically "Have you ever used public transportation and are you interested in finding out more about public transportation in this area"? There were 3 large presentation boards available that provided statistical information, current route maps, population studies and the long range goals of the plan. We started on a Friday afternoon in Warrenton near Rite Aid and then set up on Friday evening in downtown Astoria in front of the Riversea Gallery. On Saturday we started at the Seaside Library where we had to be very careful not to bother library users...we then went to Cannon Beach and set up on the South porch of the Coaster Theatre which offered a non-stop array of people as it was Sand Castle Day in Cannon Beach and it was completely packed. We recorded all of the comments and suggestions. I was surprised at the genuine appreciation and interest that so many people had. There was a different focus in each area. There were many people who own homes here and only visit but were very interested in our routes. The most often asked question "Which way are the sandcastles"?

Information Technology/Security

Admin

- As we close up the end of the fiscal year, I have been verifying all required purchases that were slated for the year have been completed. We also started running fiber to the Astoria location, and it should be completed by the middle of June, this is very exciting! Due to unforeseen and unavoidable circumstances, this project has had a few delays, but now we are back on track. In about a month we should have all the fiber in, and the new phone system on site.

Mobility:

- Nothing New.

Ride Care:

- Closing out the year for Ride Care, both new employees have been equipped with the necessary technology to complete their jobs, as well as been equipped with spare phones we had on site. We are also currently working on a remote system that MEDIX (Our afterhours call service), can use to access the daily dispatches in OBSS, VS. Potentially incorrect paper copies. This will allow for greater future efficiencies.

Maps, Schedules and Website:

- Nothing New.

Conferences and Training:

- Nothing New.

Transportation Options:

- Nothing New

Other Notes:

- We have decided we are going to move forward with a new time system. This system will be more accurate for recording punches, but also offers many configurable options. For one, we will have indefinite support for the system, and it will create significantly more efficiencies for HR/Payroll. I look forward to sharing more as this project develops. Also, the system follows a 21st century model, is easily networkable and configurable, as the district develops new methods and processes.

Mobility Management Update June/July

Elisabeth Pietila- Mobility Management Coordinator

Compliance- Carol and I worked through all the pending ADA Paratransit applications and reviewed eligibility and made determinations on the applicants. We updated the ADA Paratransit application and added information to the abilities section for further assessment clarification. We are working on a carry on policy that will be distributed to the clients in a memo form. This will be in line with our fixed route policies.

Outreach- Enhanced Veterans Transportation pilot project still progressing and growing. We will be holding a special workgroup meeting on the 16th to address the beginnings of the Veterans workbook and referral system we want to create for the program. We will have about 8 attendees from Pacific, Columbia and Tillamook County as well as our Clatsop County representation. This is a big step in moving the program forward. My white paper is coming along and will be ready for an internal presentation next month.

I attended the CHART meeting which is a group of service providers all working together to create a healthier and more connected community.

I have been assisting as much as possible with outreach for the DLSSM T.O Campaign. The kickoff event was a big success.

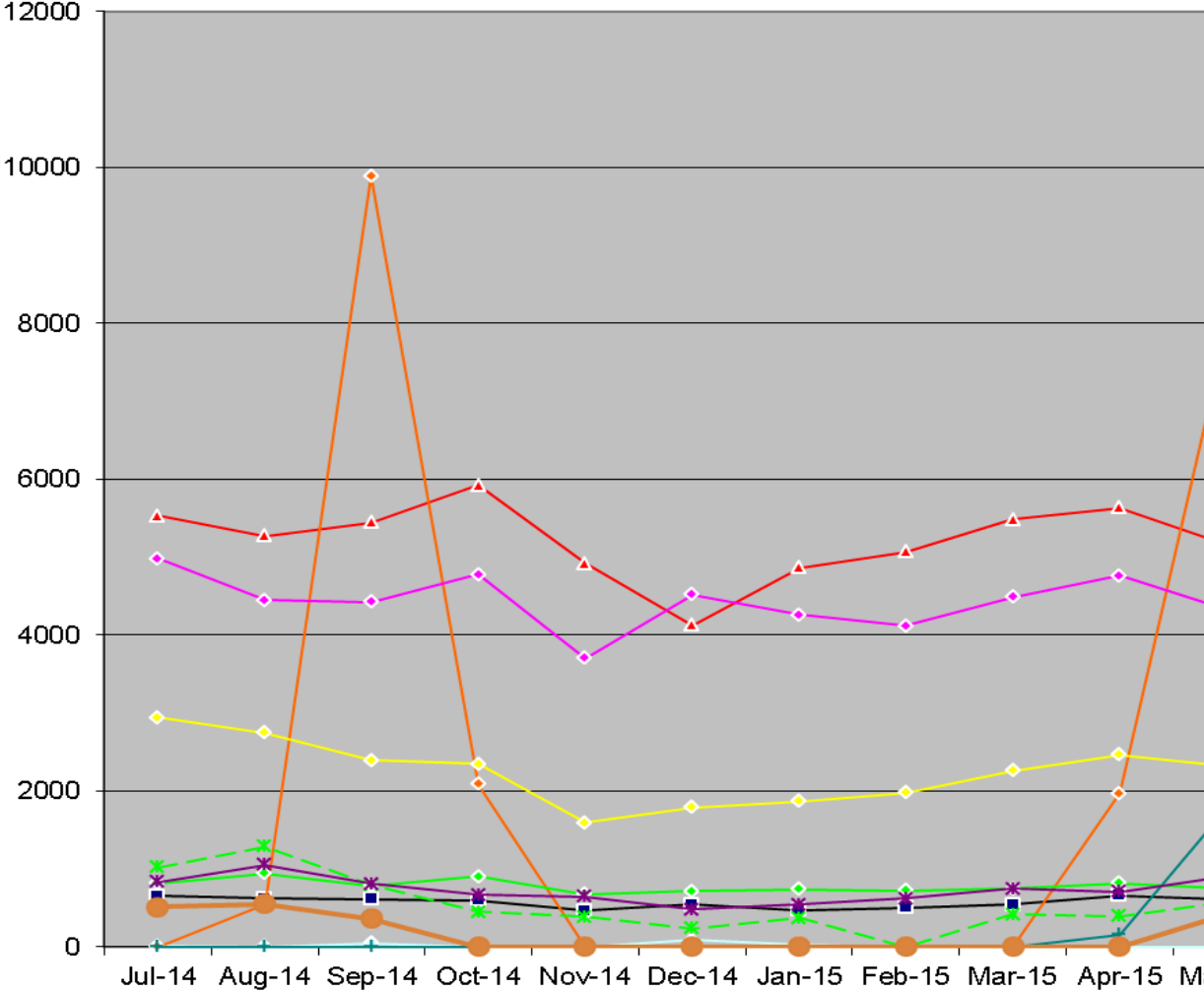
I assisted John in an interview for the Transit Center Customer Service position.

June Operations Report

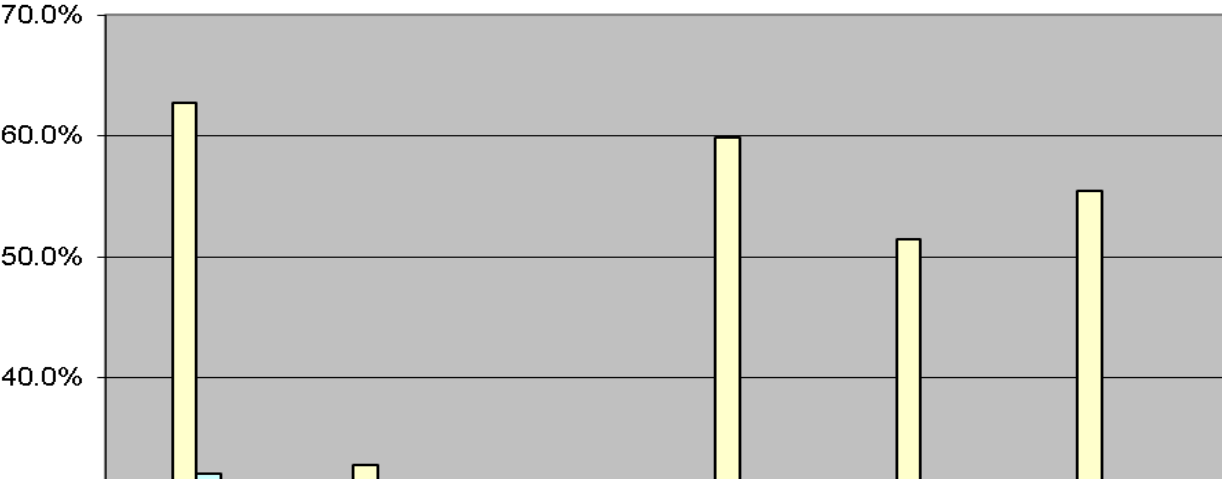
1. Ridership for June is up again. Remember May was up 38% over April and even more amazing is May 2015 was up 30% over May 2014.
2. As we all know the Trolley in Seaside has continued to blow the last two years away.
3. We were able to interview a number of drivers for the open full time position and are happy to announce Bruce Kneeland has been promoted to full time.
4. Started Rt.21 week days in Cannon Beach.
5. The college broke ground on the new Patriot Hall.
6. We participated in the Miss Oregon Parade. And are in the Warrenton and Seaside 4th of July parades as well.
7. The second Shelter is up at Fred Meyer. A big thank you to the Job Corp Glazing class, they did a wonderful job with the installation and have volunteered to do the shelter in Seaside as well.

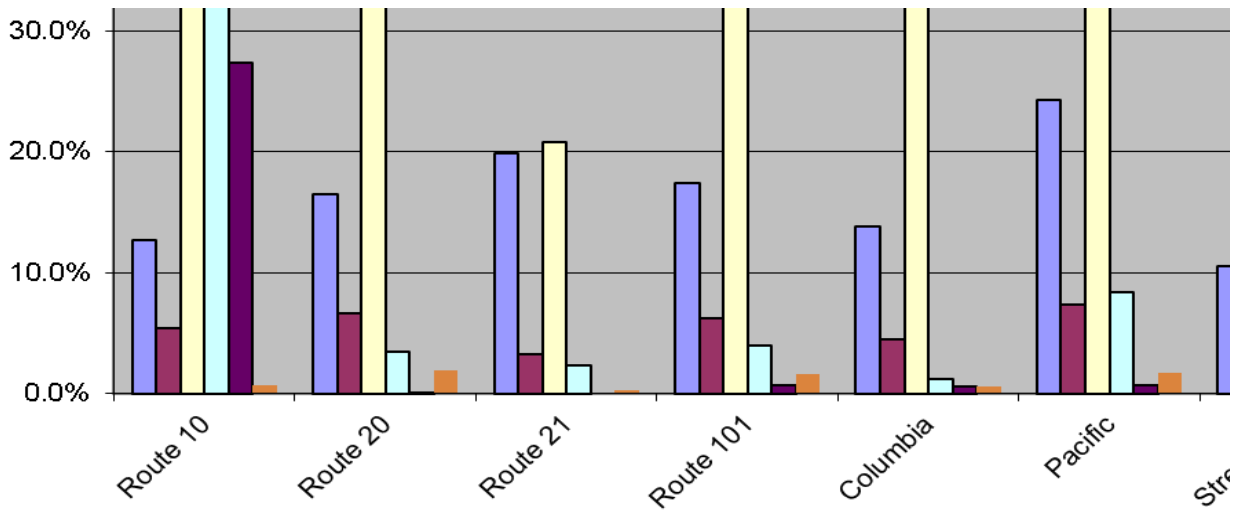
Scott Earls

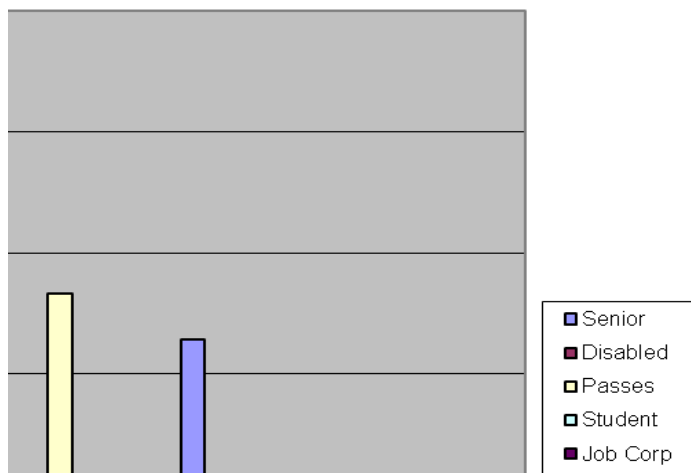
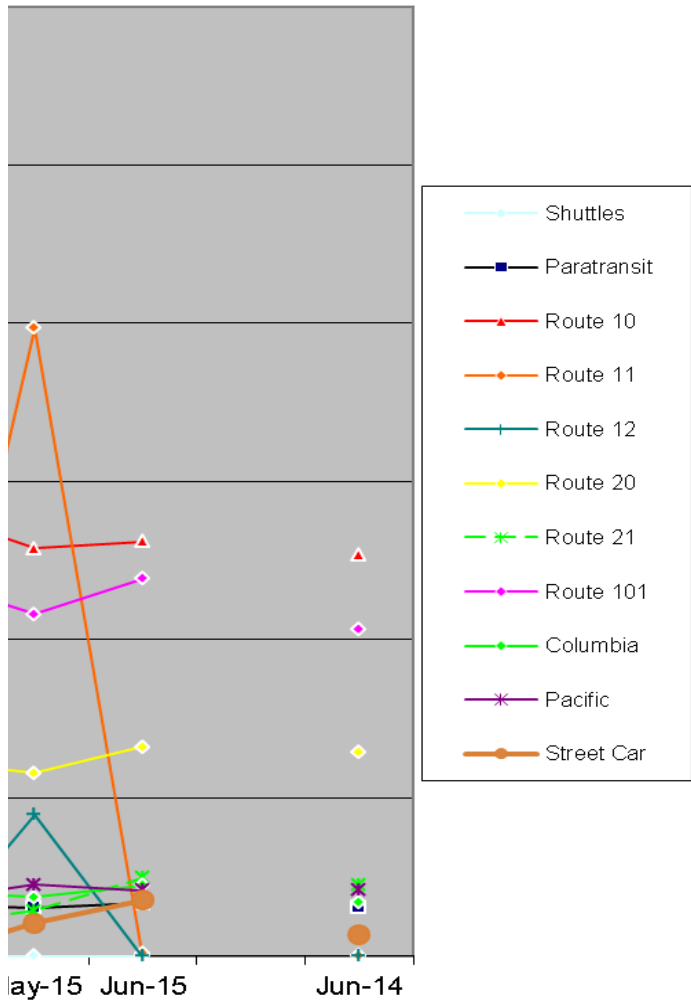
SETD Rides

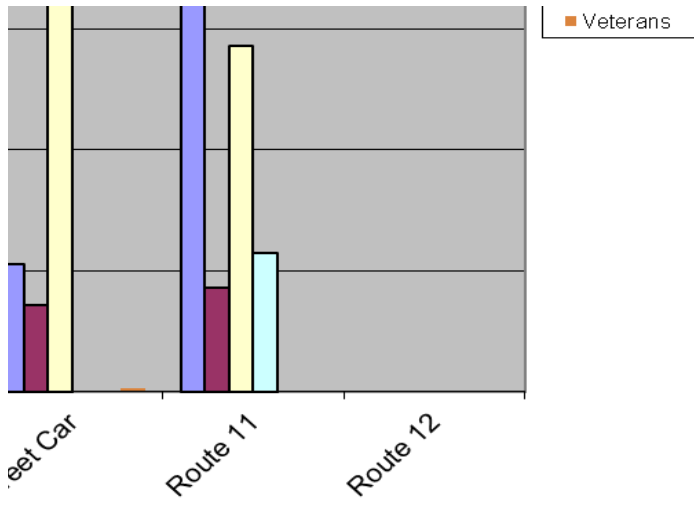


Rider Breakdown by Route









Rider Report - June 2015

Fuel Report:

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Total	Average
Gas Transportation															
Gas Miles Driven	6880	6256	5604	5968	6262	5590	5852	5655	7218	7397	7487	8620	7866	79,689.0	6,640.8
Total Gallons Gas	656.96	633.62	588.97	687.22	583.81	644.51	609.27	624.01	692.94	731.42	687.43	672.85	533.60	7,813.0	651.1
Average Gas MPG	10.47	9.87	9.51	8.68	10.73	8.67	9.60	10.50	10.42	10.11	10.89	12.81	14.74		10.2
Cost of Gas	\$ 2,269.60	\$ 2,158.39	\$ 1,915.23	\$ 1,872.75	\$ 1,533.33	\$ 1,428.90	\$ 1,120.32	\$ 1,248.57	\$ 1,692.58	\$ 1,716.38	\$ 1,844.00	\$ 1,826.29	\$ 1,919.33	\$ 20,626.34	\$ 1,718.86
Average PPG	\$ 3.45	\$ 3.41	\$ 3.25	\$ 2.73	\$ 2.63	\$ 2.22	\$ 1.84	\$ 2.00	\$ 2.44	\$ 2.35	\$ 2.68	\$ 2.71	\$ 3.60		\$ 2.64
Cost of Mile Driven	\$ 0.33	\$ 0.35	\$ 0.34	\$ 0.31	\$ 0.24	\$ 0.26	\$ 0.19	\$ 0.19	\$ 0.23	\$ 0.23	\$ 0.25	\$ 0.21	\$ 0.24		\$ 0.26
Diesel Transportation															
Diesel Miles Driven	36917	35762	38253	33345	30537	31577	30835	29213	32186	31842	34197	33231	32731	397,895.0	33,157.9
Total Diesel Gas	4562.59	4043.13	4238.15	3737.17	3184.78	3508.32	3369.00	3212.94	3794.16	3770.44	3843.58	3716.82	3940.75	44,981.1	3,748.4
Average Diesel MPG	8.09	8.85	9.03	8.92	9.59	9.00	9.15	9.09	8.48	8.45	8.90	8.94	8.31		8.8
Cost of Diesel	\$ 14,198.85	\$ 12,831.09	\$ 13,925.70	\$ 10,557.24	\$ 8,685.13	\$ 8,178.37	\$ 6,127.96	\$ 6,445.94	\$ 7,817.59	\$ 7,641.71	\$ 9,004.26	\$ 8,726.97	\$ 12,711.81	\$ 114,140.81	\$ 9,511.73
Average PPG	\$ 3.11	\$ 3.17	\$ 3.29	\$ 2.82	\$ 2.73	\$ 2.33	\$ 1.82	\$ 2.01	\$ 2.06	\$ 2.03	\$ 2.34	\$ 2.35	\$ 3.23		\$ 2.54
Cost of Mile Driven	\$ 0.38	\$ 0.36	\$ 0.36	\$ 0.32	\$ 0.28	\$ 0.26	\$ 0.20	\$ 0.22	\$ 0.24	\$ 0.24	\$ 0.26	\$ 0.26	\$ 0.39		\$ 0.29
Total Fuel															
Total Miles Driven	43797	42018	43857	39313	36799	37167	36687	35768	39404	39239	41684	41851	40597	477,584.0	39,798.7
Total Gallons Fuel	5220	4677	4827	4424	3769	4153	3978	3837	4487	4502	4531	4390	4474	52,794.1	4,399.5
Average Fuel MPG	8.39	8.98	9.09	8.89	9.76	8.95	9.22	9.32	8.78	8.72	9.20	9.53	9.07		9.0
Cost of Fuel	\$ 16,468.45	\$ 14,989.48	\$ 15,840.93	\$ 12,429.99	\$ 10,218.46	\$ 9,607.27	\$ 7,248.28	\$ 7,694.51	\$ 9,510.17	\$ 9,358.09	\$ 10,848.26	\$ 10,553.26	\$ 14,631.14	\$ 134,767.15	\$ 11,230.60
Average PPG	\$ 3.16	\$ 3.21	\$ 3.28	\$ 2.81	\$ 2.71	\$ 2.31	\$ 1.82	\$ 2.01	\$ 2.12	\$ 2.08	\$ 2.39	\$ 2.40	\$ 3.27		\$ 2.55
Cost of Mile Driven	\$ 0.38	\$ 0.36	\$ 0.36	\$ 0.32	\$ 0.28	\$ 0.26	\$ 0.20	\$ 0.22	\$ 0.24	\$ 0.24	\$ 0.26	\$ 0.25	\$ 0.36		\$ 0.28

Service Report:

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Total	Average
Complaints:															
Driver Complaints	0	5	0	3	4	6	3	4	1	1	2	2	0	31	2.6
System Complaints	6	2	2	4	0	3	1	2	0	1	0	1	0	22	1.8
Suggestions for Improvement	1	1	0	1	0	0	0	0	1	0	1	0	2	5	0.4
Safety Issue	0	0	0	3	0	1	1	0	1	0	0	0	0	6	0.5
Incident Report	1	1	0	2	3	2	1	0	0	0	0	1	0	11	0.9
Total:	8	9	2	13	7	12	6	6	3	2	3	4	2	75	6.3
Complements:															
Thank You	1	0	0	2	1	1	0	0	0	2	1	0	0	8	0.7

Fixed Route Report:

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Total	Average
Days Operated	31	31	30	31	29	30	30	28	31	30	31	30	30	362	30.2
Regular Route Passengers	16639	16857	24925	17168	11923	11861	12644	12904	14092	16918	24177	16129	14479	196237	16353.1
Shuttle Passengers	11	0	46	0	0	85	31	0	0	0	0	0	0	173	14.4
Total Passengers	16650	16857	24971	17168	11923	11946	12675	12904	14092	16918	24177	16129	14479	196410	16367.5
Revenue Miles	34444	33126	34549	31468	28978	29819	28862	27717	30670	30205	31498	31442	31452	372778	31064.8
Non Revenue Miles	3053	3021	3302	2281	2008	2156	2128	1998	2208	2219	2578	2595	2575	29547	2462.3
Revenue Hours	1527	1492	1666	1324	1132	1359	1333	1149	1381	1279	1519	1385	1464	16546	1378.8
Non Revenue Hours	101	100	109	72	62	68	67	63	69	70	85	86	85	952	79.3
Revenue Miles per Hour	22.56	22.20	20.74	23.77	25.60	21.94	21.65	24.12	22.21	23.62	20.74	22.70	21.48		22.5
Pass./Rev. Mile	0.48	0.51	0.72	0.55	0.41	0.40	0.44	0.47	0.46	0.56	0.77	0.51	0.46		0.53
Pass./Rev. Hour	10.90	11.30	14.99	12.97	10.53	8.79	9.51	11.23	10.20	13.23	15.92	11.65	9.89		11.87
Passengers Per Day	537.1	543.8	832.4	553.8	411.1	398.2	422.5	460.9	454.6	563.9	779.9	537.6	482.6		542.6

RideAssist Report:

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Total	Average
Days Operated	23	21	22	23	19	22	21	20	22	22	21	22	21	258	21.5
ADA Paratransit	297	362	185	396	257	312	306	314	346	443	451	476	261	4145	345.4
Escorts	77	59	56	40	32	55	42	48	44	60	55	68	71	636	53.0
DMAP Passengers	278	198	372	156	160	163	108	129	143	136	76	99	281	2018	168.2
DAR Passengers	0	0	0	3	12	12	13	14	14	21	31	27	0	147	12.3

Total Passengers	652	619	613	595	461	542	469	505	547	660	613	670	613	6946	578.8
Revenue Miles	5434	5118	4565	4857	4273	4823	4537	5124	4960	5177	6101	5604	5074	60573	5047.8
Revenue Hours	375	353	329	356	301	338	316	391	430	453	425	465	341	4531	377.6
Revenue Miles per Hour	14.48	14.49	13.88	13.65	14.18	14.26	14.38	13.11	11.55	11.43	14.36	12.06	14.88		0.1
Pass./Rev. Mile	0.12	0.12	0.13	0.12	0.11	0.11	0.10	0.10	0.11	0.13	0.10	0.12	0.12		0.11
Pass./Rev. Hour	1.74	1.75	1.86	1.67	1.53	1.60	1.49	1.29	1.27	1.46	1.44	1.44	1.80		1.53
Passengers Per Day	28.3	29.5	27.9	25.9	24.3	24.6	22.3	25.3	24.9	30.0	29.2	30.5	29.2		26.9

System Report:

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Total	Average
Passengers	17302	17476	25584	17763	12384	12488	13144	13409	14639	17578	24790	16799	15092	203356	16946.3
Revenue Miles	39878	38244	39114	36325	33251	34642	33399	32841	35630	35382	37599	37046	36526	433351	36112.6
Revenue Hours	6961	6610	6231	6181	5405	6182	5870	6273	6341	6456	7620	6989	6538	77119	6426.6
Revenue Miles per Hour	5.73	5.79	6.28	5.88	6.15	5.60	5.69	5.24	5.62	5.48	4.93	5.30	5.59		5.62
Pass./Rev. Mile	0.43	0.46	0.65	0.49	0.37	0.36	0.39	0.41	0.41	0.50	0.66	0.45	0.41		0.47
Pass./Rev. Hour	2.49	2.64	4.11	2.87	2.29	2.02	2.24	2.14	2.31	2.72	3.25	2.40	2.31		2.64
Pass. Per Day	558.1	563.7	852.8	573.0	427.0	416.3	438.1	478.9	472.2	585.9	799.7	560.0	503.1		561.8

Passengers	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Average
Specials	11	0	46	0	0	85	31	0	0	0	0	0	0	14.4
Street Car	508	550	365	N/A	N/A	N/A	N/A	N/A	N/A	N/A	421	710	274	510.8
Route 10	5529	5271	5448	5927	4922	4125	4867	5066	5488	5634	5154	5245	5069	5223.0
Route 11	N/A	544	9892	2089	N/A	N/A	N/A	N/A	N/A	1972	7942	35	N/A	5618.5
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	159	1791	0	N/A	0.0
Route 20	2944	2751	2397	2346	1591	1787	1867	1977	2262	2467	2317	2642	2580	2279.0
Route 21	1021	1291	795	448	387	234	368	397	415	398	578	994	899	610.5
Route 30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0
Route 101	4982	4452	4427	4782	3702	4523	4262	4123	4487	4763	4327	4773	4139	4466.9
Columbia	819	947	789	905	676	712	737	722	745	815	744	896	688	792.3
Pacific	836	1051	812	671	645	480	543	619	695	710	903	834	830	733.3
CONNECTOR	1655	1998	1601	1576	1321	1192	1280	1341	1440	1525	1647	1730	1518	1525.5
Total	16650	16857	24971	17168	11923	11946	12675	12904	14092	16918	24177	16129	14479	16367.5
All Year Fixed	16131	15763	14668	15079	11923	11861	12644	12904	14092	14787	14023	15384	14205	14104.9

Rides by Day by Route								
Jun-15	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
Route 10	0	981	1199	1039	965	1061	0	5245
Route 20	0	559	578	463	491	551	0	2642
Route 21	215	40	47	46	41	62	543	994
Route 101	0	1161	1126	797	841	848	0	4773
Columbia	63	166	148	139	128	158	94	896
Pacific	384	0	0	0	0	0	450	834
Street Car	351	0	0	0	0	0	359	710
Route 11	0	0	0	0	0	12	23	35
Route 12								0
Total	1013	2907	3098	2484	2466	2692	1469	16129
	6.3%	18.0%	19.2%	15.4%	15.3%	16.7%	9.1%	

Average Riders by Day by Route								
Days in Month	4	5	5	4	4	4	4	4
Jun-15	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Route 10	0.0	196.2	239.8	259.8	241.3	265.3	0.0	
Route 20	0.0	111.8	115.6	115.8	122.8	137.8	0.0	
Route 21	53.8	8.0	9.4	11.5	10.3	15.5	135.8	
Route 101	0.0	232.2	225.2	199.3	210.3	212.0	0.0	
Columbia	15.8	33.2	29.6	34.8	32.0	39.5	23.5	
Pacific	96.0	0.0	0.0	0.0	0.0	0.0	112.5	
Street Car	87.8	0.0	0.0	0.0	0.0	0.0	89.8	
Route 11	0.0	0.0	0.0	0.0	0.0	3.0	5.8	
Route 12	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total	253.3	581.4	619.6	621.0	616.5	673.0	367.3	
Non Temp Route								
Jun-15	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Riders	165.5	581.4	619.6	621.0	616.5	670.0	271.8	

Days on Route	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Average	
Specials	1	1	1	0	0	1	1	0	0	0	0	0	0	1.7	
Route 10	23	21	21	23	19	22	21	20	22	22	21	22	21	21.4	
Route 11	N/A	2	6	1	N/A	N/A	N/A	N/A	N/A	1	7	2	N/A	3.8	
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7	N/A	N/A	7.0	
Route 20	23	21	22	23	19	22	21	20	22	22	21	22	21	21.5	
Route 21	31	31	30	8	10	8	9	8	9	8	10	16	17	14.8	
Route 101	23	21	22	23	19	22	21	20	22	22	21	22	21	21.5	
Columbia	31	31	30	31	29	30	30	28	31	31	31	30	30	30.3	
Pacific	8	10	8	8	10	8	9	8	9	8	10	8	9	8.7	
CONNECTOR	31	31	30	31	29	30	30	28	31	30	31	30	30	30.2	
Street Car	8	10	9	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5	8	9	8.0	
Total	31	31	30	31	29	30	30	28	31	30	30	30	30	30.1	
All Year Fixed	31	31	30	31	29	30	30	28	31	30	30	30	30	30.1	

Passengers per day	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Average	
Specials	11.0	0.0	46.0	N/A	N/A	85.0	31.0	N/A	N/A	N/A	N/A	N/A	N/A	8.7	
Route 10	240.4	251.0	259.4	257.7	259.1	187.5	231.8	253.3	249.5	256.1	245.4	238.4	241.4	243.9	-2.9%
Route 11	N/A	272.0	1648.7	2089.0	N/A	N/A	N/A	N/A	N/A	1972.0	1134.6	17.5	N/A	1478.6	
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	255.9	N/A	N/A	0.0	
Route 20	128.0	131.0	109.0	102.0	83.7	81.2	88.9	98.9	102.8	112.1	110.3	120.1	122.9	106.0	
Route 21	32.9	41.6	26.5	56.0	38.7	29.3	40.9	49.6	46.1	49.8	57.8	62.1	52.9	41.2	7.5%
Route 101	216.6	212.0	201.2	207.9	194.8	205.6	203.0	206.2	204.0	216.5	206.0	217.0	197.1	207.8	5.3%
Columbia	26.4	30.5	26.3	29.2	23.3	23.7	24.6	25.8	24.0	26.3	24.0	29.9	22.9	26.2	
Pacific	104.5	105.1	101.5	83.9	64.5	60.0	60.3	77.4	77.2	88.8	90.3	104.3	92.2	84.6	
CONNECTOR	53.4	64.5	53.4	50.8	45.6	39.7	42.7	47.9	46.5	50.8	53.1	57.7	50.6	50.6	8.5%
Street Car	63.5	55.0	40.6	N/A	N/A	N/A	N/A	N/A	N/A	N/A	84.2	88.8	30.4	63.9	5.4%
Total	537.1	543.8	832.4	553.8	411.1	398.2	422.5	460.9	454.6	563.9	805.9	537.6	482.6	544.1	-33.3%
Routes Only	520.4	508.5	488.9	486.4	411.1	395.4	421.5	460.9	454.6	492.9	467.4	512.8	473.5	468.9	9.7%

RideAssist Ridership Breakdown

RideAssist - All Scheduled Rides

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15
Rides	576	559	552	555	428	487	427
No Shows	10	13	14	20	19	13	12
Cancel	161	141	187	203	122	198	174
Denied	0	2	7	6	3	1	4
% Rides Taken	77.1%	78.2%	72.6%	70.8%	74.8%	69.7%	69.2%
Unique Riders	121	116	118	107	96	99	92
Average Rides	4.8	4.8	4.7	5.2	4.5	4.9	4.6

Ridership Breakdown

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15
Rides							
Total Rides	652	619	613	595	461	542	461
Senior	354	360	344	291	242	269	271
Disabled	208	187	201	262	189	219	171
Honored Citizen Total	562	547	545	553	431	488	442
Honored Citizen Ratio	86%	88%	89%	93%	93%	90%	96%
Veterans	25	20	13	13	7	18	20
Veterans Ratio	4%	3%	2%	2%	2%	3%	4%
Escort	76	60	61	40	32	55	42
Escort Ratio	12%	10%	10%	7%	7%	10%	9%

ADA Paratransit

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15
Rides	297	362	372	396	257	312	306
No Shows	5	5	3	11	4	7	9
Cancel	75	61	119	135	73	99	111
Denied	0	2	7	6	1	1	4
% Rides Taken	78.8%	84.2%	74.3%	72.3%	76.7%	74.5%	71.2%
Unique Riders	43	52	53	53	38	46	41
Average Rides	6.9	7.0	7.0	7.5	6.8	6.8	7.5

DAR

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15
Rides	0	0	0	3	12	12	13
No Shows	0	0	0	0	0	0	0
Cancel	0	0	0	0	0	2	1
Denied	0	0	0	0	0	0	0
% Rides Taken	#DIV/0!	#DIV/0!	#DIV/0!	100.0%	100.0%	85.7%	92.9%
Unique Riders	0	0	0	1	1	2	1
Average Rides	#DIV/0!	#DIV/0!	#DIV/0!	3.0	12.0	6.0	13.0

DMAP

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15
Rides	279	197	180	156	159	163	108
No Shows	5	8	11	9	15	6	3
Cancel	84	80	68	68	49	97	62
Denied	0	0	0	0	0	0	0
% Rides Taken	75.8%	69.1%	69.5%	67.0%	71.3%	61.3%	62.4%

Unique Riders	83	68	67	56	61	54	52
Average Rides	3.4	2.9	2.7	2.8	2.6	3.0	2.1

58	71	86	44	63	90
2.2	2.0	1.6	1.7	1.6	3.1

63.6

2.8

Rider Breakdown by Month

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jun-14	Average
Riders	16650	16857	24971	17168	11923	11946	12675	12904	14092	16918	24177	16129	14479	16367.5
Passes	7767	8252	17006	9969	6566	7006	7045	7123	7756	10052	16293	8478	6983	9442.8
%	46.6%	49.0%	68.1%	58.1%	55.1%	58.6%	55.6%	55.2%	55.0%	59.4%	67.4%	52.6%	48.2%	57.7%
Student	2040	2407	2388	2928	2845	1528	2452	2861	2813	2828	2635	2074	2167	2313.3
%	12.3%	14.3%	9.6%	17.1%	23.9%	12.8%	19.3%	22.2%	20.0%	16.7%	10.9%	12.9%	15.0%	14.1%
College	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	#DIV/0!
%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	#DIV/0!
Job Corp	1405	1872	2047	2222	2316	1197	1897	2038	2197	2118	1954	1484	1563	1778.5
%	8.4%	11.1%	8.2%	12.9%	19.4%	10.0%	15.0%	15.8%	15.6%	12.5%	8.1%	9.2%	10.8%	17.7%
Veterans	102	109	173	138	111	82	71	88	119	152	163	187	121	116.1
%	0.6%	0.6%	0.7%	0.8%	0.9%	0.7%	0.6%	0.7%	0.8%	0.9%	0.7%	1.2%	0.8%	0.8%
Senior	1677	1992	6775	2156	1180	1126	1345	1381	1628	2446	6473	2540	1513	2559.9
%	10.07%	11.82%	27.13%	12.56%	9.90%	9.43%	10.61%	10.70%	11.55%	14.46%	26.77%	15.75%	10.45%	15.64%
Disabled	762	747	1063	747	562	536	611	529	660	811	1191	940	623	763.3
%	4.58%	4.43%	4.26%	4.35%	4.71%	4.49%	4.82%	4.10%	4.68%	4.79%	4.93%	5.83%	4.30%	4.66%
Senior Disabled	14.65%	16.25%	31.39%	16.91%	14.61%	13.91%	15.43%	14.80%	16.24%	19.25%	31.70%	21.58%	14.75%	20.30%

Rider Breakdown by Route

Jun-15	Riders	Passes	%	Student	%	Job Corp	%	Senior	%	Disabled	%	Veterans	%
Route 10	5245	3287	62.7%	1683	32.1%	1435	27.4%	665	12.7%	283	5.4%	34	0.6%
Route 20	2642	865	32.7%	92	3.5%	3	0.1%	434	16.4%	174	6.6%	50	1.9%
Route 21	994	207	20.8%	23	2.3%	0	0.0%	197	19.8%	32	3.2%	3	0.3%
Route 101	4773	2858	59.9%	191	4.0%	35	0.7%	829	17.4%	296	6.2%	79	1.7%
Columbia	891	458	51.4%	11	1.2%	5	0.6%	123	13.8%	40	4.5%	5	0.6%
Pacific	834	462	55.4%	70	8.4%	6	0.7%	202	24.2%	61	7.3%	14	1.7%
Street Car	710	331	46.6%	0	0.0%	0	0.0%	75	10.6%	51	7.2%	2	0.3%
Route 11	35	10	28.6%	4	11.4%	0	0.0%	15	42.9%	3	8.6%	0	0.0%
Route 12			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Total	16124	8478	52.6%	2074	12.9%	1484	9.2%	2540	15.8%	940	5.8%	187	1.2%
		8478		2074		1484		2540		940		187	

Rides by Hour

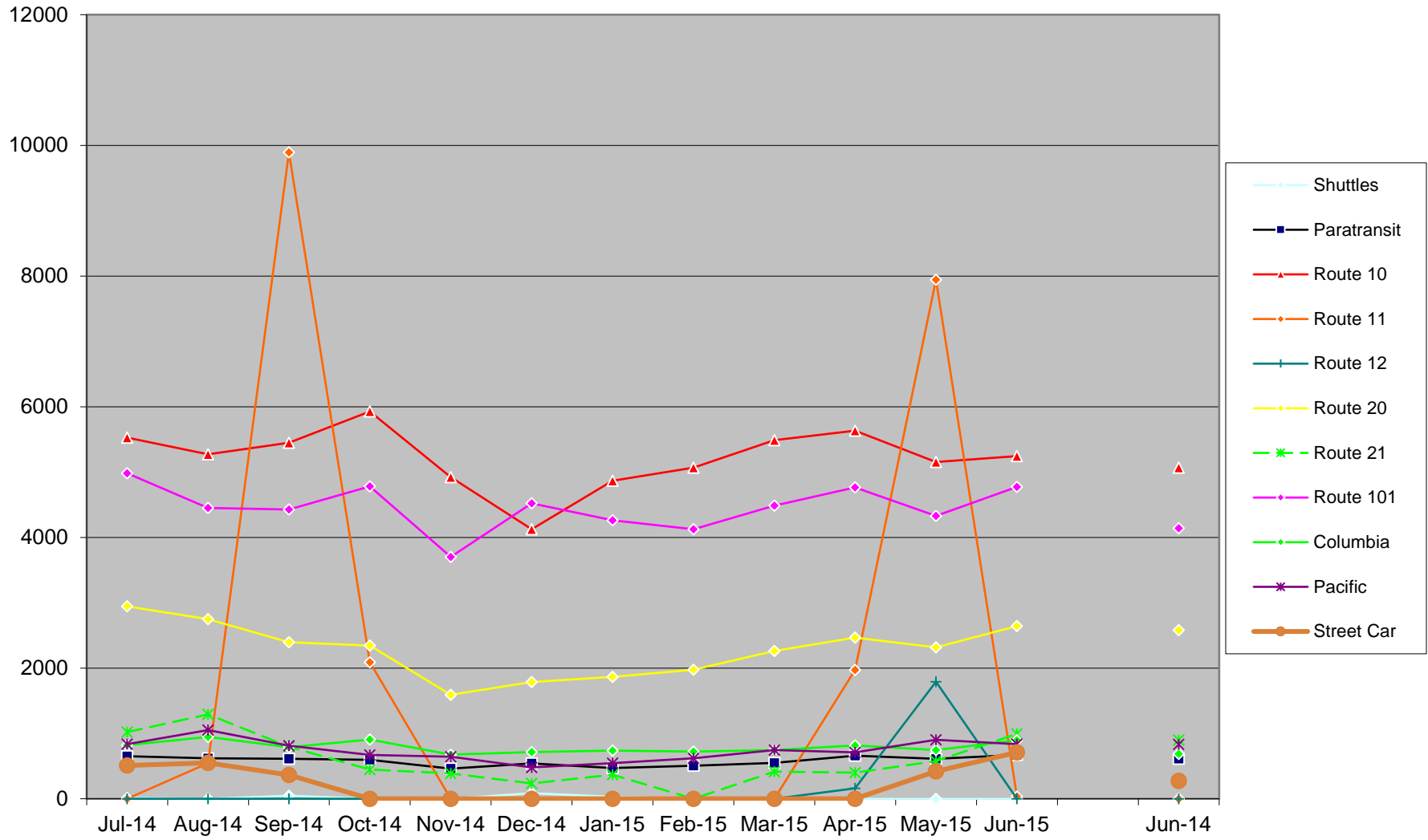
Hour	Total Rides per Hour	Riders per Day	Riders per Hour per Route	Operation Days in Month
5:00	156	5.2	7.1	30.0
6:00	237	7.9	4.6	30.0
7:00	1200	40.0	12.5	30.0
8:00	1056	35.2	12.9	30.0
9:00	1378	45.9	15.0	30.0
10:00	1094	36.5	10.3	30.0
11:00	1246	41.5	10.7	30.0
12:00	1025	34.2	10.9	30.0
13:00	1056	35.2	12.3	30.0
14:00	1323	44.1	15.4	30.0
15:00	1870	62.3	14.2	30.0
16:00	1698	56.6	15.7	30.0
17:00	1560	52.0	12.8	30.0
18:00	968	32.3	11.5	30.0
19:00	262	8.7	8.7	30.0

Service:	Jul-14		Aug-14		Sep-14		Oct-14		Nov-14		Dec-14		Jan-15		Feb-15		Mar-15		Apr-15		May-15		Jun-15	
	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours	Miles	Hours
Route 10	5867	342.7	5276	312.9	5490	327.8	5572	342.7	5589	283.1	5152	327.8	5052	312.9	5023	298.0	5525	327.8	5570	327.8	5134	312.9	5272	327.8
Route 11	N/A	N/A	191	21	1655	187	260	30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1292	185	368	17
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	627	47	N/A	N/A
Route 20	7558	272.9	6882	249.2	7543	261.1	6546	272.9	5567	225.5	6267	261.1	5470	249.2	5253	237.3	5820	261.7	5833	261.1	5453	249.2	5692	261.1
Route 21	4624	227.3	4697	227.3	4531	220	1203	58.7	1564	73.33	1158	58.67	1409	66	1210	58.7	1368	66	1227	58.7	1536	73.3	2313	117.3
Route 30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Route 101	8460	316.3	7528	288.8	7786	302.5	7870	316.3	6441	261.3	7676	302.5	7059	288.8	7006	275.0	7745	302.5	7604	302.5	7167	288.8	7474	302.5
Columbia	8503	249.2	8422	247.0	8258	238.3	8500	180.2	7928	231.3	8146	238.3	8194	238.8	7724	222.7	8515	246.6	8248	238.3	8630	251.6	8235	238.3
Pacific	1675	57.3	2145	71.7	1672	57.3	1518	57.3	1877	71.7	1420	57.3	1696	64.5	1502	57.3	1697	64.5	1480	57.3	1892	71.7	1517	57.3
Street Car	810	64	1006	80	916	72	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	394	40.0	571	64.0
Fixed Route Total	37497	1529.7	36147	1497.8	37851	1666.0	31469	1258.1	28966	1146.1	29819	1245.7	28880	1220.1	27718	1149.0	30670	1269.1	29962	1245.7	32125	1519.4	31442	1385.4
Paratransit	5434	375	5118	353	4565	329	4857	333	4273	301	4823	338	4537	316	5124	391	4960	430	5177	453	6101	425	5604	465
System Total	42931	1905.0	41265	1851.1	42416	1995.0	36326	1591.3	33239	1447.4	34642	1584.0	33417	1535.6	32842	1539.9	35630	1699.1	35139	1698.5	38226	1944.4	37046	1850.1

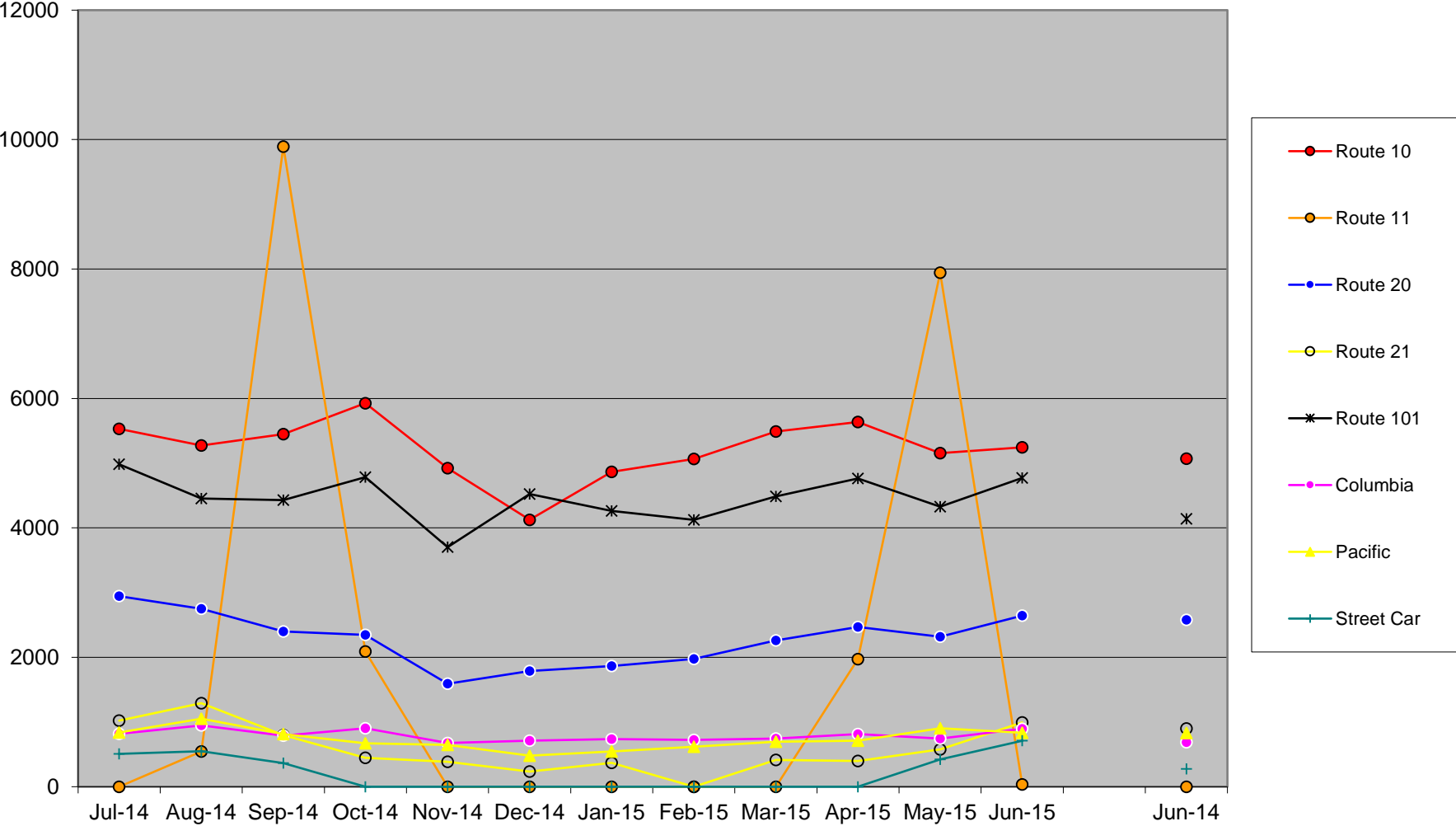
Estimated Route Cost	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Route 10	\$ 18,731.98	\$ 17,103.11	\$ 17,917.55	\$ 18,731.98	\$ 15,474.25	\$ 17,917.55	\$ 17,103.11	\$ 16,288.68	\$ 17,917.55	\$ 17,917.55	\$ 17,103.11	\$ 17,917.55
Route 11	N/A	\$ 1,147.86	\$ 10,221.42	\$ 1,639.80	N/A	N/A	N/A	N/A	N/A	N/A	\$ 10,112.10	\$ 929.22
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 2,569.02	N/A
Route 20	\$ 14,918.35	\$ 13,621.27	\$ 14,269.92	\$ 14,916.71	\$ 12,324.03	\$ 14,270.09	\$ 13,621.27	\$ 12,970.82	\$ 14,304.52	\$ 14,271.73	\$ 13,621.27	\$ 14,270.09
Route 21	\$ 12,425.86	\$ 12,425.86	\$ 12,025.20	\$ 3,208.54	\$ 4,008.38	\$ 3,206.74	\$ 3,607.56	\$ 3,208.54	\$ 3,607.56	\$ 3,208.54	\$ 4,006.58	\$ 6,413.26
Route 30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Route 101	\$ 17,286.23	\$ 15,783.08	\$ 16,534.65	\$ 17,286.23	\$ 14,279.93	\$ 16,534.65	\$ 15,783.08	\$ 15,031.50	\$ 16,534.65	\$ 16,534.65	\$ 15,783.08	\$ 16,534.65
Columbia	\$ 13,619.47	\$ 13,501.02	\$ 13,027.28	\$ 9,849.73	\$ 12,644.66	\$ 13,027.12	\$ 13,050.08	\$ 12,171.14	\$ 13,478.06	\$ 13,025.48	\$ 13,749.72	\$ 13,027.12
Pacific	\$ 3,133.66	\$ 3,917.26	\$ 3,133.84	\$ 3,132.02	\$ 3,917.30	\$ 3,133.82	\$ 3,525.57	\$ 3,132.02	\$ 3,525.57	\$ 3,132.02	\$ 3,919.12	\$ 3,133.66
Street Car	\$ 3,498.24	\$ 4,372.80	\$ 3,935.52	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 2,186.40	\$ 3,498.24
Fixed Route Total	\$ 83,613.78	\$ 81,872.26	\$ 91,065.38	\$ 68,765.01	\$ 62,648.54	\$ 68,089.96	\$ 66,690.67	\$ 62,802.70	\$ 69,367.91	\$ 68,089.96	\$ 83,050.40	\$ 75,723.78
Paratransit	\$ 20,511.17	\$ 19,308.65	\$ 17,983.14	\$ 18,215.45	\$ 16,466.33	\$ 18,488.75	\$ 17,245.23	\$ 21,369.33	\$ 23,503.80	\$ 24,747.32	\$ 23,230.50	\$ 25,400.50
System Total	\$ 104,124.95	\$ 101,180.91	\$ 109,048.52	\$ 86,980.46	\$ 79,114.87	\$ 86,578.71	\$ 83,935.90	\$ 84,172.03	\$ 92,871.71	\$ 92,837.28	\$ 106,280.90	\$ 101,124.28

Estimated Route Cost per Passenger	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Route 10	\$ 3.39	\$ 3.24	\$ 3.29	\$ 3.16	\$ 3.14	\$ 4.34	\$ 3.51	\$ 3.22	\$ 3.26	\$ 3.18	\$ 3.32	\$ 3.42
Route 11	N/A	\$ 2.11	\$ 1.03	\$ 0.78	N/A	N/A	N/A	N/A	N/A	N/A	\$ 1.27	\$ 26.55
Route 12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 1.43	N/A
Route 20	\$ 5.07	\$ 4.95	\$ 5.95	\$ 6.36	\$ 7.75	\$ 7.99	\$ 7.30	\$ 6.56	\$ 6.32	\$ 5.79	\$ 5.88	\$ 5.40
Route 21	\$ 12.17	\$ 9.62	\$ 15.13	\$ 7.16	\$ 10.36	\$ 13.70	\$ 9.80	\$ 8.08	\$ 8.69	\$ 8.06	\$ 6.93	\$ 6.45
Route 30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Route 101	\$ 3.47	\$ 3.55	\$ 3.73	\$ 3.61	\$ 3.86	\$ 3.66	\$ 3.70	\$ 3.65	\$ 3.69	\$ 3.47	\$ 3.65	\$ 3.46
Columbia	\$ 16.63	\$ 14.26	\$ 16.51	\$ 10.88	\$ 18.71	\$ 18.30	\$ 17.71	\$ 16.86	\$ 18.09	\$ 15.98	\$ 18.48	\$ 14.54
Pacific	\$ 3.75	\$ 3.73	\$ 3.86	\$ 4.67	\$ 6.07	\$ 6.53	\$ 6.49	\$ 5.06	\$ 5.07	\$ 4.41	\$ 4.34	\$ 3.76
Street Car	\$ 2.11	\$ 2.19	\$ 2.46	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 1.33	\$ 2.02
Fixed Route Total	\$ 5.18	\$ 5.19	\$ 6.21	\$ 4.56	\$ 5.25	\$ 5.74	\$ 5.27	\$ 4.87	\$ 4.92	\$ 4.60	\$ 5.92	\$ 4.69
Paratransit	\$ 31.46	\$ 31.19	\$ 29.34	\$ 30.61	\$ 35.72	\$ 34.11	\$ 36.77	\$ 42.32	\$ 42.97	\$ 37.50	\$ 37.90	\$ 37.91
System Total	\$ 6.02	\$ 5.79	\$ 4.26	\$ 4.90	\$ 6.39	\$ 6.93	\$ 6.39	\$ 6.28	\$ 6.34	\$ 5.28	\$ 4.29	\$ 6.02

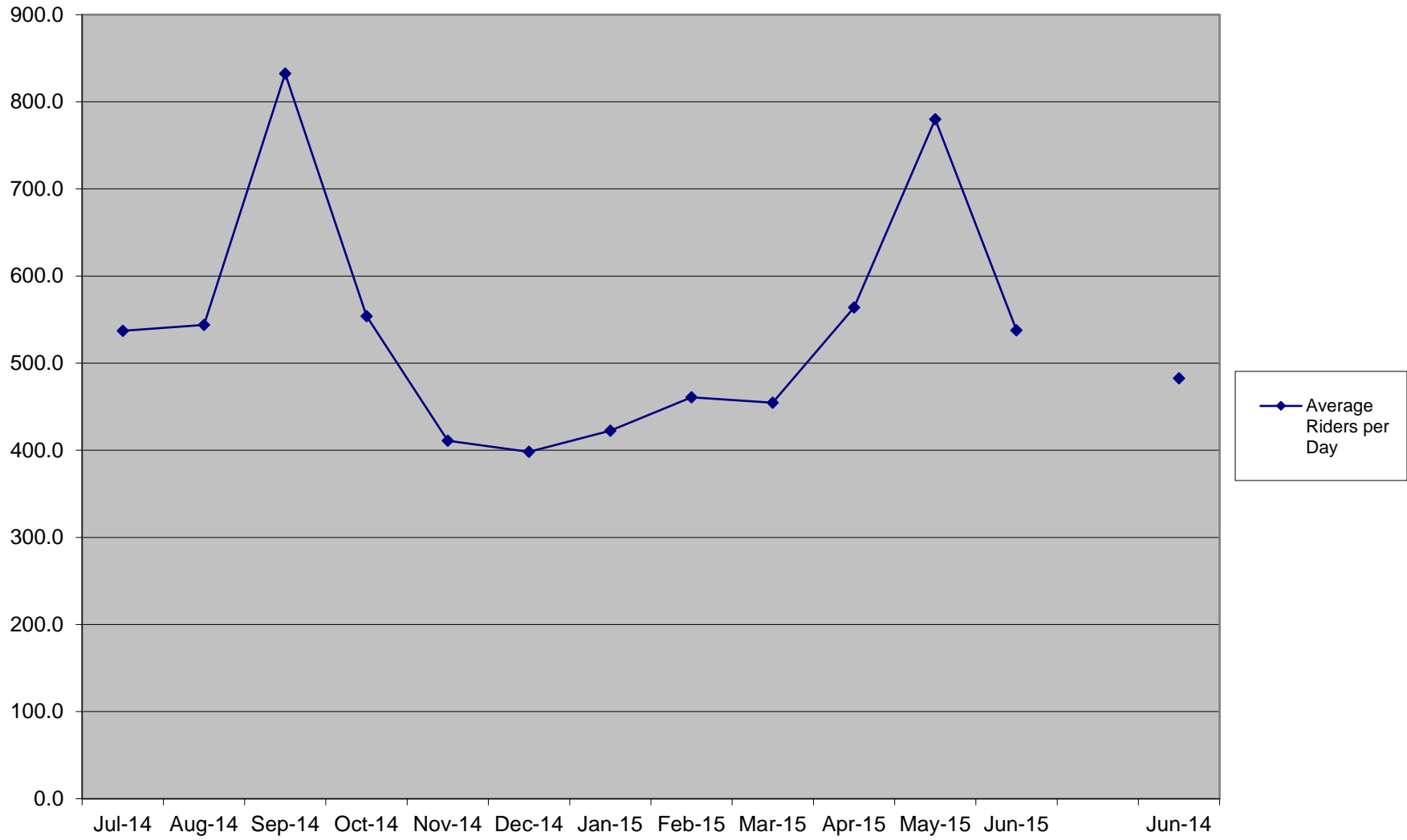
SETD Rides



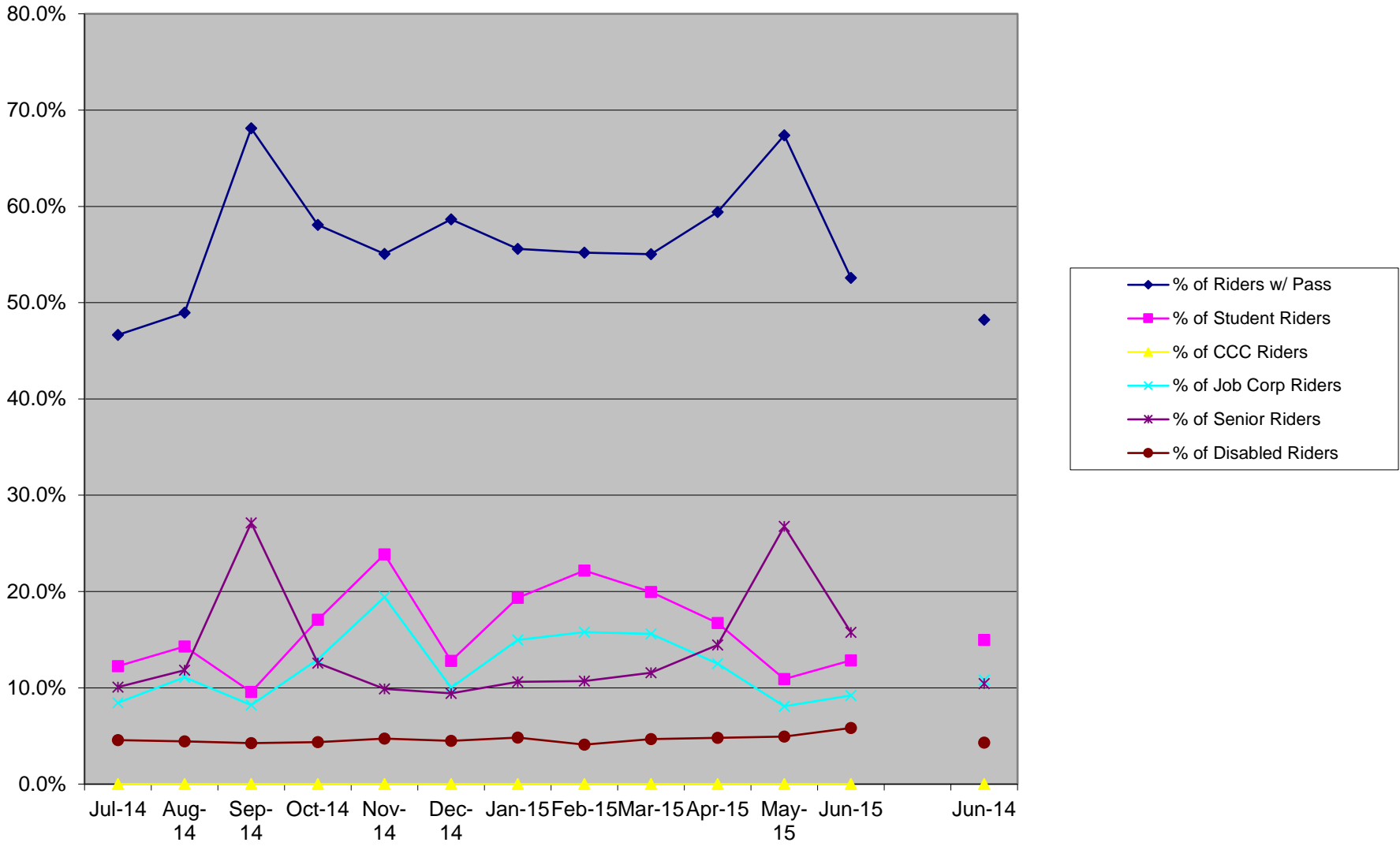
SETD ROUTE RIDERS



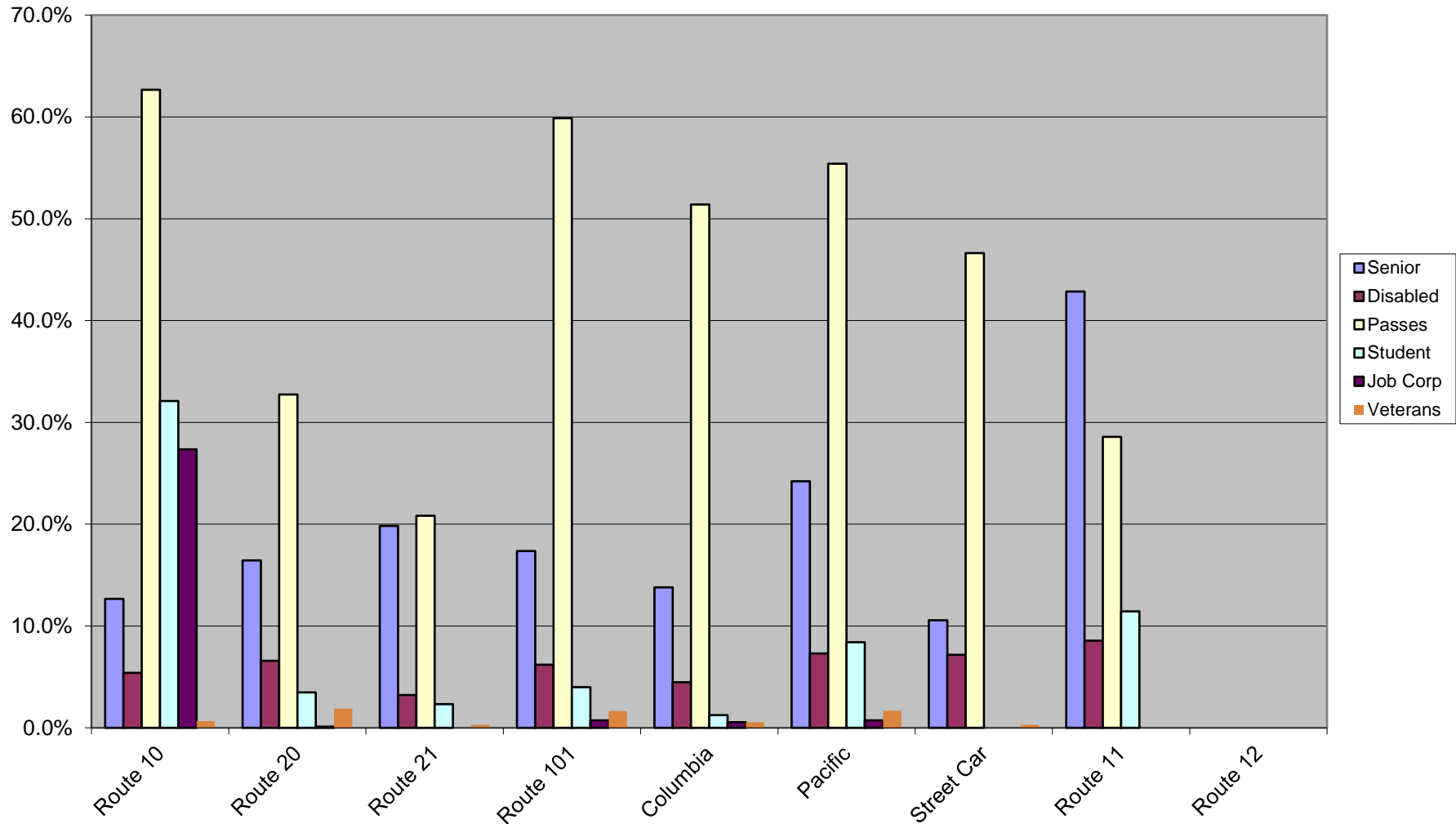
Fixed Route Passengers Per Day



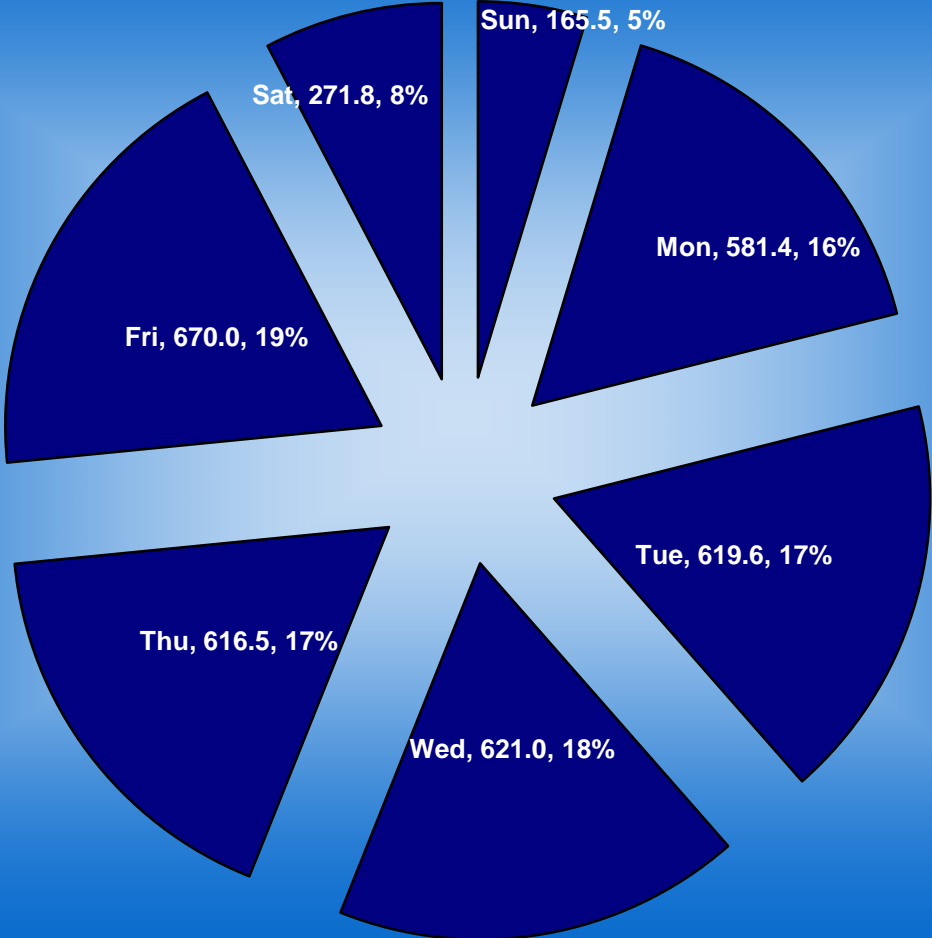
Rider Breakdown by Month



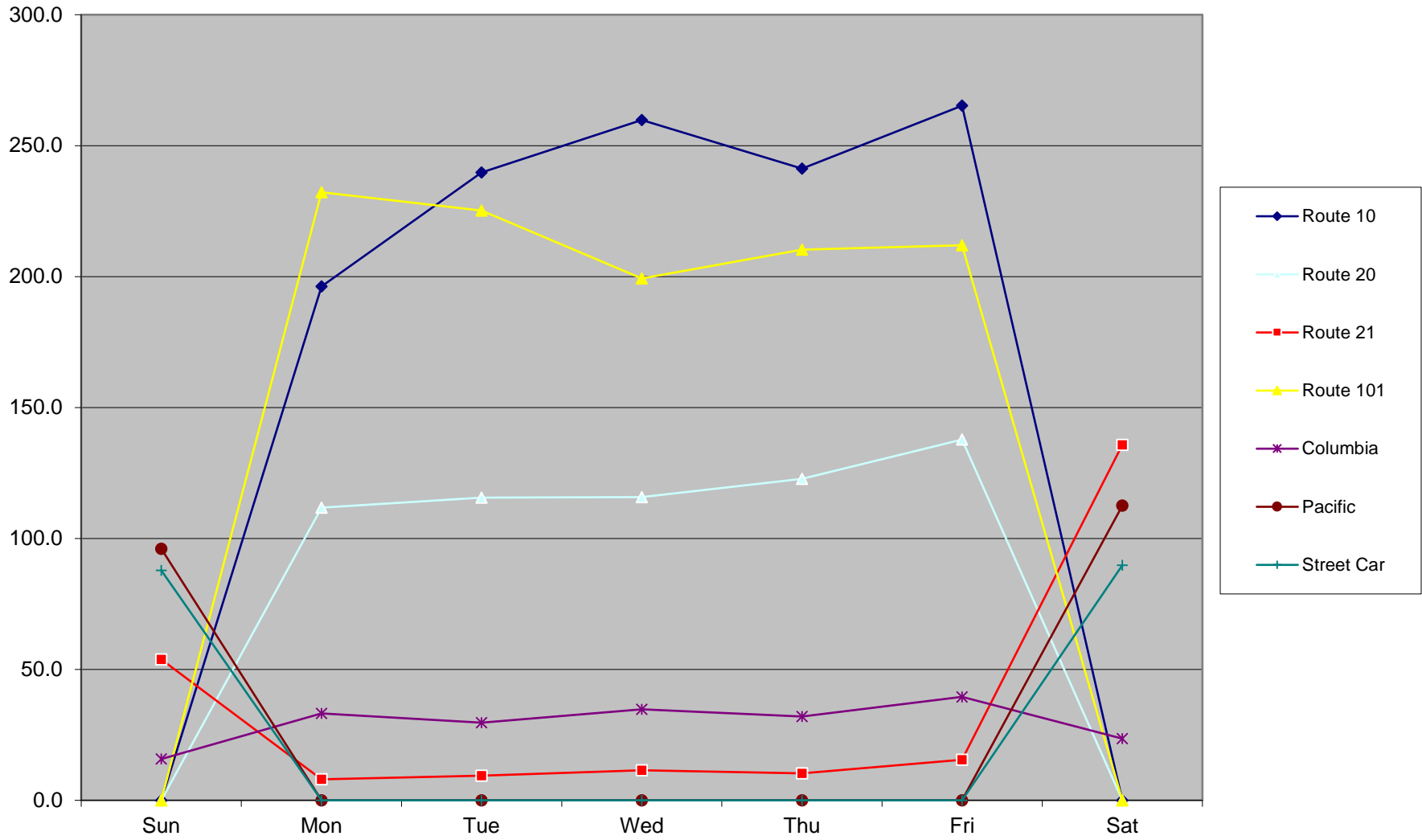
Rider Breakdown by Route



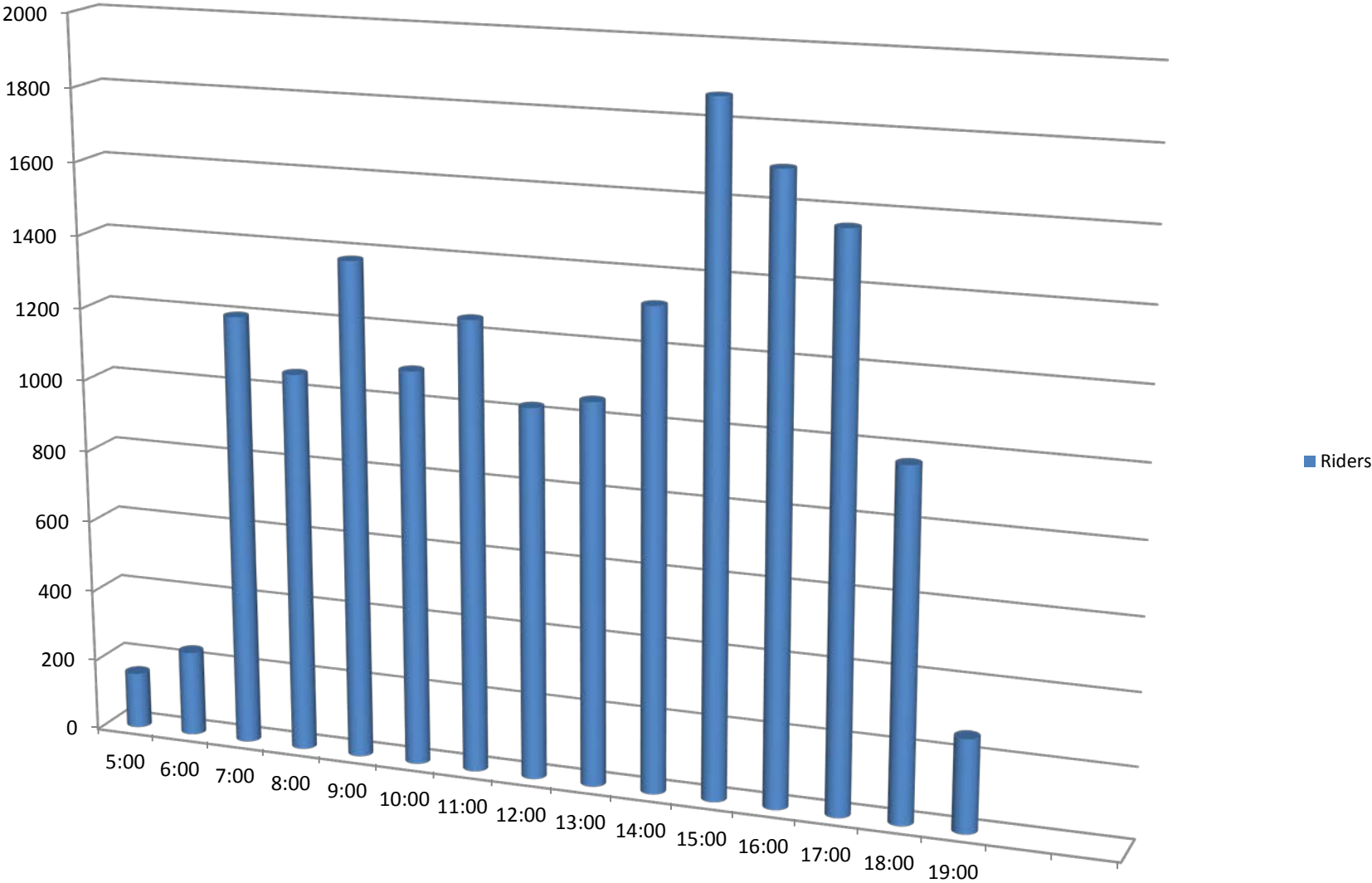
Riders



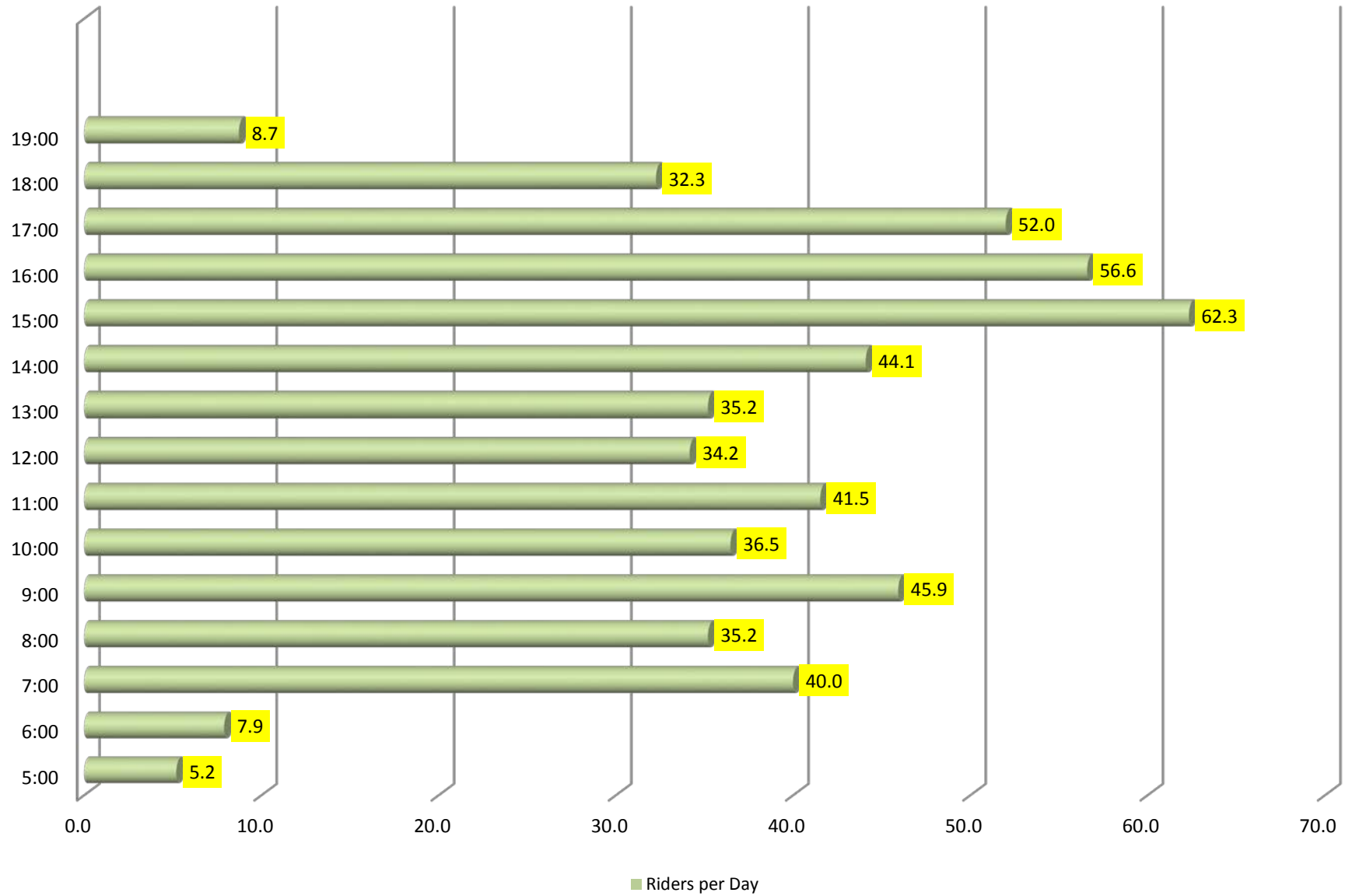
Average Riders by Day of Week



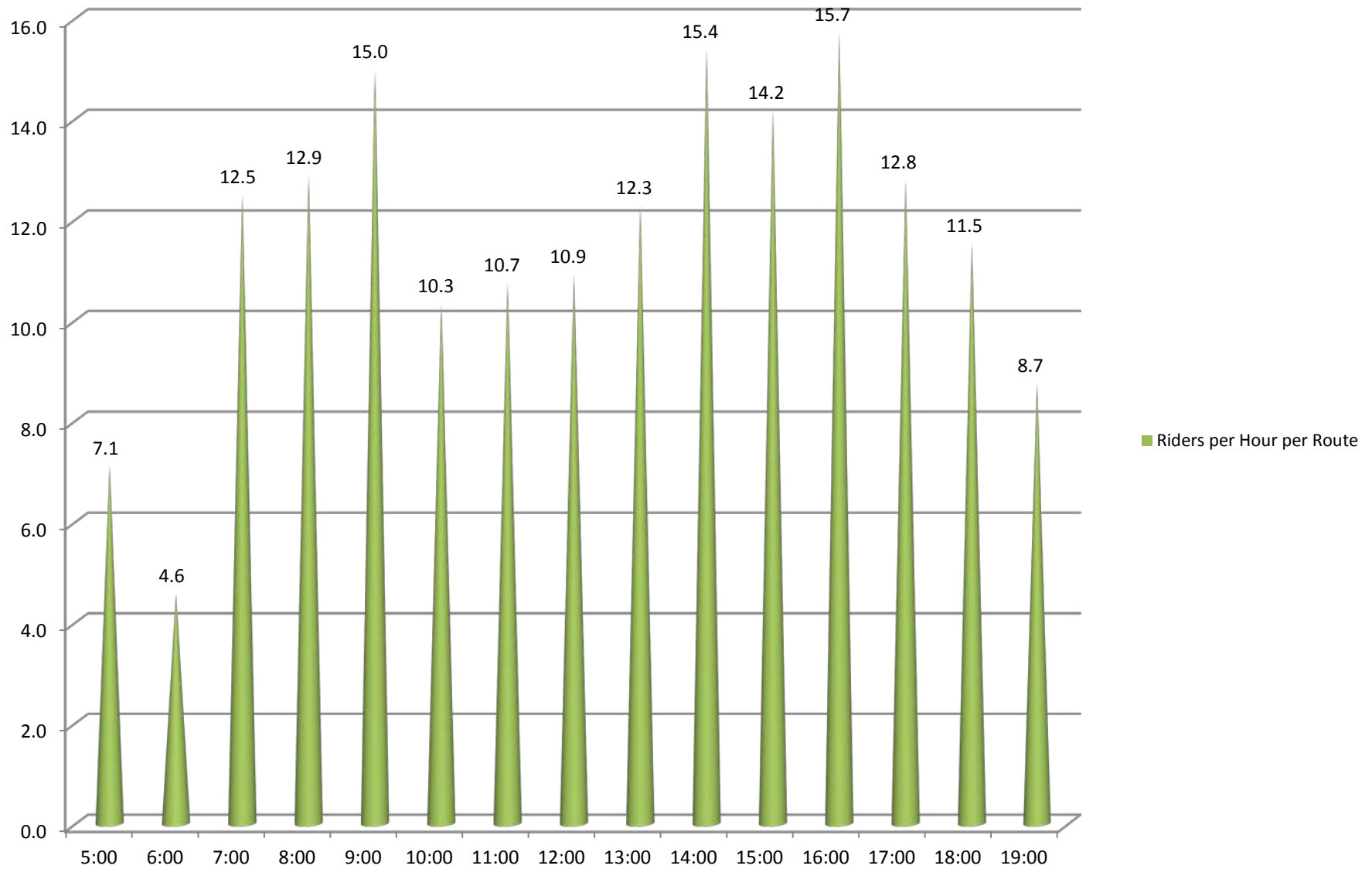
Fixed Route Riders per Hour for June 2015



Average Fixed Route Riders per Hour of Day for June 2015



Average Passengers on any Bus by Hour of Day - June 2015





Transportation Options Report June/July

Shasia Fry Transportation Options Specialist

Drive Less Save More Campaign

Since the launch of our campaign in June, We have seen a great response from the community. As of July 15th, we have 237 “Go Kits” ordered. Our original goal for the campaign was to have 300, “Go Kit” orders. I believe we will far surpass that goal. Our next newsletter will be sent out at the beginning of August. Attached to this letter will be another form to order our kits.

Ashleigh, Konnor, Lis and I have been making deliveries keeping with the spirit of the campaign. We personally hand deliver each kit to the participants door. This allows us to not only be seen throughout the community but to gain a personal relationship with each participant.

Last month North West Transportation Options launched its facebook page. This page has been a great avenue for us to reach a wide audience. Every few days, I engage on facebook, whether it be sharing fun facts about active transportation or sharing information about upcoming events. We currently have 132 likes on our page and have seen a huge increase in the amount of views and shares. We have budgeted money for “boosting” our event posts. By paying for a boost, the amount of users our post reach increases significantly. On average our post is viewed by 93 people. With a boosted post we were able to reach 4,000 plus people. We will continue to use this boosting method for all of our event postings.

On July 10th, we held our first event of the campaign. At 6pm, that Friday we hosted a 1 mile walk, from the Maritime Memorial park to the green space across from the Astoria Transit Center. At the end of the walk, we had free ice cream for all participants. As this was our first event, I spoke on the goals of the campaign and we encouraged participants to make a pledge to drive less. The walk was led by Jeff Hazen. We had 35-45 people attend the walk and 11 “Go Kit” orders placed. This event was very successful and we have high hopes for the upcoming events.

Our next event will be held on July 25th at the Astoria Transit Center. It will be a free bike wash and repair day. We have partnered with the local bike shop, Bikes and beyond, and they volunteered us a technician for the event. On July 26th, Ashleigh and I will be leading two market bike rides, aimed at teaching people how to run errands and shop while riding their bike.

One of the largest components to our campaign is recognition and reach. Through many different channels we have been promoting our campaign. We have created a series of flyers and posters for local business to display. I have also been in contact with local media, such as the Daily Astorian and Astoria Rain, and have interviewed for future articles on the campaign.

Outreach and Networking

On July 13th I attended the monthly CHART meeting at Fort Clatsop. This meeting is made up of local health providers and advocates. There I was able to give a brief introduction of our campaign and of the overall efforts of North West Transportation Options.

While attending the meeting, I have become involved in a walking group program that the National Park Service is creating in late August. Using the Drive Less Connect tool website, I will assist the park service in creating walking groups and tracking each group's progress and participation.

The CHART organization will be a great avenue for many different projects and efforts that North West Transportation Options will participate in.

