

Tillamook County Transportation District  
Board of Directors  
Regular Monthly Meeting



***Dial-A-Ride***  
A Service of Tillamook County Transportation District



Thursday, November 17, 2022 at 6:00PM  
Transportation Building  
3600 Third Street, Tillamook, Oregon

**Tillamook County Transportation District**

Normal Trial Balance

From 8/1/2022 Through 8/31/2022

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account #4558	495,947.63	
1006	Payroll Checking	147,034.76	
1009	NW RIDES ACCOUNT	395,189.38	
1011	Prop. Mgmt. Checking-#7071	41,592.62	
1020	LGIP - General Account	375,797.57	
1030	LGIP - Capital Reserve	2,204,863.34	
1040	Petty Cash	200.00	
		<hr/>	<hr/>
Report Total		3,660,625.30	0.00
		<hr/> <hr/>	<hr/> <hr/>
Report Difference		3,660,625.30	
		<hr/> <hr/>	

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
<b>Resources</b>						
Working Capital	3500	0.00	0.00	2,971,835.00	(2,971,835.00)	0.00%
Fares	4000	23,599.00	44,739.20	200,000.00	(155,260.80)	22.36%
Contract Revenue	4020	49,098.73	89,846.99	955,000.00	(865,153.01)	9.40%
NWR Revenue	4026	20,607.87	20,607.87	0.00	20,607.87	0.00%
Property Tax	4100	0.00	0.00	1,074,124.00	(1,074,124.00)	0.00%
Past Years Property Tax	4110	2,812.45	11,121.72	25,000.00	(13,878.28)	44.48%
State Timber Revenue	4120	49,921.68	49,921.68	325,000.00	(275,078.32)	15.36%
Mass Transit State Payroll Tax	4130	0.00	29,042.43	85,000.00	(55,957.57)	34.16%
STIF Formula	4135	0.00	89,888.00	371,262.00	(281,374.00)	24.21%
Capital Grants	4210	0.00	0.00	884,293.00	(884,293.00)	0.00%
Grants - FTA 5311	4220	0.00	0.00	1,053,035.00	(1,053,035.00)	0.00%
Grants - COVID	4221	0.00	0.00	690,000.00	(690,000.00)	0.00%
Grants - STF	4230	0.00	16,925.00	67,700.00	(50,775.00)	25.00%
Grants - 5311 (f)	4240	0.00	0.00	441,000.00	(441,000.00)	0.00%
Grants - 5310	4245	0.00	0.00	151,429.00	(151,429.00)	0.00%
Grants - 5305	4246	0.00	0.00	35,438.00	(35,438.00)	0.00%
Special Bus Operations	4300	275.00	846.50	1,000.00	(153.50)	84.65%
Miscellaneous Income	4400	2,981.37	3,868.37	85,000.00	(81,131.63)	4.55%
Sale of Assets - Income	4410	0.00	0.00	10,000.00	(10,000.00)	0.00%
Interest Income	4510	3,055.62	5,398.32	11,500.00	(6,101.68)	46.94%
Lease Income	4900	1,600.00	3,600.00	24,000.00	(20,400.00)	15.00%
Lease Operational Exp Income	4910	0.00	978.29	15,000.00	(14,021.71)	6.52%
Transfer From General Fund	4911	0.00	0.00	39,000.00	(39,000.00)	0.00%
Transfer from STF Fund	4916	0.00	0.00	50,039.00	(50,039.00)	0.00%

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Date: 11/3/22 03:16:53 PM

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
5170 Office Expense	26.62	1,250.00	2,043.13	15,000.00	12,956.87	13.62%
5175 Board Expense	202.00	1,083.33	702.75	13,000.00	12,297.25	5.40%
5180 Operational Expense	1,380.48	6,041.67	8,750.76	72,500.00	63,749.24	12.07%
5185 Drug & Alcohol Administration	0.00	208.33	45.00	2,500.00	2,455.00	1.80%
5190 Marketing	776.00	5,833.33	8,022.22	70,000.00	61,977.78	11.46%
5210 Telephone Expense	586.77	1,875.00	1,736.65	22,500.00	20,763.35	7.71%
5220 Travel & Training	0.00	3,916.67	2,280.63	47,000.00	44,719.37	4.85%
5230 Uniforms	217.99	0.00	217.99	0.00	(217.99)	0.00%
5240 Vehicle Expense	10,920.19	10,416.67	29,530.81	125,000.00	95,469.19	23.62%
5245 Diesel & Gasoline Fuel	35,793.78	33,333.33	75,419.34	400,000.00	324,580.66	18.85%
5247 Propane Fuel	2,368.62	0.00	2,368.62	30,000.00	27,631.38	7.89%
5260 Postage	0.00	166.67	166.09	2,000.00	1,833.91	8.30%
5266 Member Mileage Reimbursement	8,000.00	0.00	8,000.00	0.00	(8,000.00)	0.00%
5270 Mgmt/Labor Recreation Fund	151.81	275.67	151.81	3,308.00	3,156.19	4.58%
5285 Transit Center Maint	909.49	2,083.33	2,816.71	25,000.00	22,183.29	11.26%
5291 COVID Expense	0.00	57,500.00	1,040.00	690,000.00	688,960.00	0.15%
5300 Property Operating Expense	175.85	2,125.00	2,902.77	26,000.00	23,097.23	11.16%
5340 Property Maint. & Repair	4,570.43	2,500.00	6,740.07	30,000.00	23,259.93	22.46%
5346 Operations Facility Maint.	736.78	333.33	2,919.24	4,000.00	1,080.76	72.98%
Total Materials and Services	78,126.21	158,150.65	194,130.45	2,028,308.00	1,834,177.55	9.57%
Special Payments						
5200 STF Payments to Recipients	0.00	0.00	4,415.13	17,661.00	13,245.87	24.99%
5201 STIF Payments to Recipients	0.00	0.00	1,500.00	6,000.00	4,500.00	25.00%
Total Special Payments	0.00	0.00	5,915.13	23,661.00	17,745.87	25.00%
Transfers						



**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
9110	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
9130	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
9150	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
9160	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
9175	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
9180	0.00	0.00	0.00	591,097.00	591,097.00	0.00%
Total Transfers	0.00	0.00	0.00	3,364,894.00	3,364,894.00	0.00%
Capital Outlay						
Debt Service						
5325	0.00	0.00	602.95	0.00	(602.95)	0.00%
5337	0.00	541.67	0.00	6,500.00	6,500.00	0.00%
5338	0.00	0.00	0.00	32,000.00	32,000.00	0.00%
Total Debt Service	0.00	541.67	602.95	38,500.00	37,897.05	1.57%
Capital Purchases						
5350	840.00	0.00	840.00	25,000.00	24,160.00	3.36%
6000	0.00	70,833.33	0.00	850,000.00	850,000.00	0.00%
6010	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
6020	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
6021	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
6025	708.75	0.00	708.75	0.00	(708.75)	0.00%
6040	0.00	10,416.67	0.00	125,000.00	125,000.00	0.00%
6050	0.00	25,607.67	4,037.87	307,292.00	303,254.13	1.31%
Total Capital Purchases	1,548.75	115,607.67	5,586.62	1,418,292.00	1,412,705.38	0.39%
Total Capital Outlay	1,548.75	116,149.34	6,189.57	1,456,792.00	1,450,602.43	0.42%
Total Expenses	262,343.98	555,081.73	686,328.75	10,268,655.00	9,582,326.25	6.68%

MONTHLY BOD Report w/YTD Budget & Variance- lto7,10

Date: 11/3/22 03:16:53 PM

Page: 4

**Tillamook County Transportation District**  
 Financial Statement  
 From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
<b>Resources</b>						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	379,907.14	358,333.33	755,279.90	4,300,000.00	(3,544,720.10)	17.56%
<b>Total Resources</b>	<u>379,907.14</u>	<u>358,333.33</u>	<u>755,279.90</u>	<u>4,775,000.00</u>	<u>(4,019,720.10)</u>	<u>15.82%</u>
<b>Expenses</b>						
<b>Personnel Services</b>						
Payroll: Administration	35,488.30	31,500.00	71,002.96	378,000.00	306,997.04	18.78%
Payroll: Indirect	2,340.24	833.33	4,680.48	15,000.00	10,319.52	31.20%
Payroll Expense	3,024.66	2,500.00	6,102.81	30,000.00	23,897.19	20.34%
Payroll Healthcare	0.00	10,416.67	6,565.04	125,000.00	118,434.96	5.25%
Payroll Retirement	0.00	1,666.67	1,958.09	20,000.00	18,041.91	9.79%
Payroll Veba	0.00	1,137.50	870.97	13,650.00	12,779.03	6.38%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
<b>Total Personnel Services</b>	<u>40,853.20</u>	<u>48,054.17</u>	<u>91,680.35</u>	<u>582,150.00</u>	<u>490,469.65</u>	<u>15.75%</u>
<b>Materials and Services</b>						
Miscellaneous Expense	0.00	0.00	0.09	0.00	(0.09)	0.00%
Professional Services	45.00	833.33	840.00	10,000.00	9,160.00	8.40%
Office Equipment R&R	225.22	208.33	450.44	2,500.00	2,049.56	18.01%
Computer R&M	1,475.00	1,250.00	2,950.00	15,000.00	12,050.00	19.66%
Fees & Licenses	0.00	10,962.50	10,024.99	131,550.00	121,525.01	7.62%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	0.00	416.67	1,803.53	5,000.00	3,196.47	36.07%
Operational Expense	33.00	125.00	91.75	1,500.00	1,408.25	6.11%
Telephone Expense	56.85	1,666.67	1,791.46	20,000.00	18,208.54	8.95%

NWR Monthly BOD w/YTD Budget & Variance-09

Date: 11/3/22 03:28:24 PM

Page: 1

**Tillamook County Transportation District**

Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
Travel & Training	0.00	125.00	149.56	1,500.00	1,350.44	9.97%
Postage	0.00	83.33	9.95	1,000.00	990.05	0.99%
Purchased Transportation	350,468.10	267,500.00	605,474.10	3,210,000.00	2,604,525.90	18.86%
Member Mileage Reimbursement	20,000.00	12,833.33	40,000.00	154,000.00	114,000.00	25.97%
Volunteer Mileage Reimburse	15,000.00	22,916.67	51,349.03	275,000.00	223,650.97	18.67%
Office Rent	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
Property Operating Expense	0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services	387,303.17	319,570.83	715,605.68	3,842,850.00	3,127,244.32	18.62%
Transfers						
Reserve for Future Expenditure	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Transfers	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Expenses	428,156.37	367,625.00	807,286.03	4,775,000.00	3,967,713.97	16.91%



Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 8/1/2022 Through 8/31/2022

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17331	8/4/2022	131.98	ALSCO - Portland Linen	JULY 2022
17332	8/4/2022	237.92	Batteries Northwest	JULY 2022 BATTERIES
17333	8/4/2022	385.00	Burden's Muffler & Towing	JULY 2022 TOW
17334	8/4/2022	159.17	Advance Auto Parts	JULY 2022 SHOP INVENTORY
17335	8/4/2022	137.84	CARSON OIL CO INC	JULY 2022 COOLANT
17336	8/4/2022	93.75	CHRIS MOTLEY	JULY 2022 MILEAGE
17337	8/4/2022	83.75	CINTAS	JULY 2022
17337	8/4/2022	70.37	CINTAS	JULY 2022
17337	8/4/2022	83.75	CINTAS	JULY 2022
17337	8/4/2022	70.37	CINTAS	JULY 2022
17338	8/4/2022	617.03	WAVE	JULY 2022 PHONES
17339	8/4/2022	153.82	COMCAST	JULY 2022
17340	8/4/2022	139.95	EB TOOLS LLC	JULY 2022 SHOP INVENTORY
17341	8/4/2022	2,880.00	ECOLANE USA, INC.	JULY 2022 COLUMBIA RIDER BILLED BACK
17342	8/4/2022	40.00	CENTURYLINK	JULY 2022
17343	8/4/2022	6,037.94	FleetPride, Inc.	JULY 2022 SHOP/ MAINTENANCE
17344	8/4/2022	941.70	GenXsys Solutions, LLC	JULY 2022
17345	8/4/2022	566.65	J. J. Keller & Associates, Inc	JULY 2022 PRE TRIP CHECK BOOKS
17346	8/4/2022	5,516.63	LES SCHWAB WAREHOUSE CENTER	JULY 2022 TIRES
17347	8/4/2022	100.00	DONALD ANDERSON	JULY 2022 CDL PHYSICAL
17348	8/4/2022	717.29	DAVISON AUTO PARTS, INC.	JULY 2022 VEHICLE MAINTENANCE
17349	8/4/2022	1,075.00	NATHAN LEVIN	AUGUST 2022
17350	8/4/2022	442.16	NORTHSIDE FORD	JULY 2022 VEHICLE MAINTENANCE
17351	8/4/2022	18.48	Office Depot Credit Plan	JULY 2022
17352	8/4/2022	2,800.00	PACIFIC RESTAURANT	MEMORIAL SERVICE FOOD
17353	8/4/2022	23.42	PORTLAND GENERAL	JULY 2022
17354	8/4/2022	40.00	RJ'S LOCK & KEY LLC	JULY 2022
17354	8/4/2022	20.00	RJ'S LOCK & KEY LLC	JULY 2022 KEYS
17355	8/4/2022	255.85	Rosenberg Builders Supply	JULY 2022 SHOP SUPPLIES
17356	8/4/2022	101.15	TILLAMOOK CITY UTILITIES	JULY 2022 WATER TRANSIT
17357	8/4/2022	63.90	TILLAMOOK FARMERS COOP	JULY 2022 SHOP SUPPLIES
17358	8/4/2022	367.82	ULINE	JULY 2022 SHOP SUPPLIES
17359	8/10/2022	435.00	ALL CLEAR AUDIO AND GLASS LLC	JULY 2022 WINDSHIELD FOR 307
17360	8/10/2022	328.54	CAR CARE SPECIALISTS, INC.	JULY 2022 DEF
17361	8/10/2022	18,779.37	CARSON OIL CO INC	JULY 2022 FUEL
17362	8/10/2022	455.01	CATHY BOND	GM MEMORIAL -MICROPHONE SYSTEM
17363	8/10/2022	59.75	Coast Printing & Stationery	GM MEMORIAL-ORDER OF SERVICE
17364	8/10/2022	3,050.50	COUNTRY MEDIA	RECRUITMENT
17364	8/10/2022	100.75	COUNTRY MEDIA	JULY 2022 BOARD
17365	8/10/2022	206.17	CRYSTAL AND SIERRA SPRINGS	JULY 2022
17366	8/10/2022	2,537.87	Gillespie Graphics	TROLLEY GRAPHICS-PAID BY TLMK COAST VISITORS
17367	8/10/2022	95.00	Jose Hernandez Alvarez	JULY 2022 CDL PHYSICAL
17368	8/10/2022	900.00	KDEP-FM/KTIL-FM/KTIL-AM	JULY 2022 COORDINATOR RECURITMENT
17369	8/10/2022	1,290.57	Marie Mills Center, Inc	JULY 2022 TRANSIT CENTER
17370	8/10/2022	182.16	MIKE REED	GM MEMORIAL
17371	8/10/2022	8.00	NEW AGE CAR WASH	JULY 2022 VAN WASHES
17372	8/10/2022	86.89	Office Depot Credit Plan	JULY 2022 TABATHA KEYBOARD
17373	8/10/2022	9.00	OR DEPT OF MOTOR VEHICLES	DRIVER RECORDS
17374	8/10/2022	412.25	Pacific Office Automation	JULY 2022 COPIES
17375	8/10/2022	6,166.66	Prothman Company	GM RECRUITMENT
17376	8/10/2022	85.00	PINPOINT STITCHES AND INK LLC	MARKETING/FAIR SUPPLIES
17377	8/10/2022	675.00	Robert Coones	GM MEMORIAL - BAND
17378	8/10/2022	49.95	VANIR BROADBAND, INC.	JULY 2022

**Tillamook County Transportation District**

Check/Voucher Register

1001 - General Checking Account #4558

From 8/1/2022 Through 8/31/2022

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17379	8/10/2022	392.95	VERIZON	JULY 2022 TABLET DATA
17380	8/18/2022	644.08	ABILA	AUGUST 2022 CLOUD STORAGE
17381	8/18/2022	866.70	GenXsys Solutions, LLC	AUGUST 2022
17381	8/18/2022	2,400.00	GenXsys Solutions, LLC	AUGUST 2022 COMPUTER SUPPORT
17382	8/18/2022	4,685.00	JORDAN RAMIS, PC	AUGUST 2022 LEGAL
17383	8/18/2022	776.00	PACIFIC CITY SUN	7082 7092 7106 7126 7127
17384	8/18/2022	225.22	Pacific Office Automation	AUGUST 2022 COPIER LEASE
17385	8/18/2022	971.65	SCRUBBY'S SOAP	BUS WASH FLUID
17386	8/18/2022	57.60	TILLAMOOK PIONEER	BOARD MTG NOTICE
17386	8/18/2022	44.40	TILLAMOOK PIONEER	BOARD MTG NOTICE
17387	8/18/2022	<u>115.00</u>	ZUERCHER PLUMBING	FACILITY REPAIR/SHOP
Report Total		<u>71,464.73</u>		



Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking

From 8/1/2022 Through 8/31/2022

<u>Docume...</u> <u>Number</u>	<u>Document</u> <u>Date</u>	<u>Transaction</u> <u>Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
5726	8/9/2022	47,278.70	SPECIAL DISTRICTS INS. SERVICE	AUGUST HEALTHCARE
5727	8/15/2022	1,265.52	PACIFIC SOURCE	AUGUST 2022
5728	8/15/2022	3,658.70	HRA VEBA TRUST	AUGUST 2022
5729	8/16/2022	1,092.39	KENDRA VOGT	VOGT FINAL
5736	8/31/2022	1,163.76	ATU LOCAL #757	UNION DUES AUG 2022
5740	8/24/2022	<u>814.36</u>	PACIFIC SOURCE	PACIFIC SOURCE 9/1-9/30/2022
Report Total		<u>55,273.43</u>		

**Tillamook County Transportation District**

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 8/1/2022 Through 8/31/2022

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
3647	8/1/2022	1,027.40	MEDIX AMBULANCE	PROVIDER TRANSPORTATION
3647	8/1/2022	4,207.10	MEDIX AMBULANCE	PROVIDER TRANSPORTATION
3648	8/1/2022	718.75	MTN RETREAT SECURE TRANSPORT	PROVIDER TRANSPORTATION
3649	8/1/2022	7,371.85	Ride Connection Bridge	PROVIDER TRANSPORTATION
3649	8/1/2022	8,717.50	Ride Connection Bridge	PROVIDER TRANSPORTATION
3649	8/1/2022	12,063.00	Ride Connection Bridge	PROVIDER TRANSPORTATION
3650	8/1/2022	1,258.00	SUNSET EMPIRE TRANSIT	PROVIDER TRANSPORTATION
3651	8/4/2022	1,445.98	WAVE	JULY 2022 PHONES
3652	8/4/2022	10,000.00	ECOLANE USA, INC.	JULY 2022 ANNUAL
3653	8/4/2022	56.88	CENTURYLINK	JULY 2022
3654	8/4/2022	91.63	Pacific Office Automation	JULY 2022
3655	8/10/2022	149.56	CATHY BOND	JULY 2022 MILEAGE/NWR
3656	8/10/2022	2,272.38	JANNA SMITH	VOLUNTEERS
3657	8/10/2022	2,533.75	JOHN REKART JR	VOLUNTEERS
3658	8/10/2022	1,672.38	JOY WINKELHAKE	VOLUNTEERS
3659	8/10/2022	3,989.88	KANDIS LIDAY	VOLUNTEERS
3660	8/10/2022	1,548.63	LEANN CHUINARD	VOLUNTEERS
3661	8/10/2022	212.00	MEDIX AMBULANCE	PHONES
3662	8/10/2022	2,550.88	SEAN REKART	VOLUNTEERS
3663	8/10/2022	9,292.25	TILLAMOOK CNTY TRANS. DIST.	Provider Transportation
3664	8/10/2022	6,591.00	TILLAMOOK CNTY TRANS. DIST.	Provider Transportation
3665	8/10/2022	670.84	TILLAMOOK CNTY TRANS. DIST.	JULY 2022 RENT&UTILITY
3666	8/10/2022	1,781.13	WILLIAM NERENBERG	VOLUNTEERS
3667	8/18/2022	2,513.85	AAA RIDE ASSIST	PROVIDER TRANSPORTATION
3667	8/18/2022	2,844.50	AAA RIDE ASSIST	PROVIDER TRANSPORTATION
3667	8/18/2022	2,759.85	AAA RIDE ASSIST	PROVIDER TRANSPORTATION
3668	8/18/2022	6,683.00	COLUMBIA COUNTY RIDER	PROVIDER TRANSPORTATION
3669	8/18/2022	9,952.00	COLUMBIA MEDICAL	PROVIDER TRANSPORTATION
3669	8/18/2022	9,346.50	COLUMBIA MEDICAL	PROVIDER TRANSPORTATION
3669	8/18/2022	9,437.50	COLUMBIA MEDICAL	PROVIDER TRANSPORTATION
3670	8/18/2022	3,994.50	K & M MEDIVAN	PROVIDER TRANSPORTATION
3670	8/18/2022	4,181.70	K & M MEDIVAN	PROVIDER TRANSPORTATION
3670	8/18/2022	4,947.90	K & M MEDIVAN	PROVIDER TRANSPORTATION
3671	8/18/2022	4,894.40	MEDIX AMBULANCE	PROVIDER TRANSPORTATION
3671	8/18/2022	3,980.40	MEDIX AMBULANCE	PROVIDER TRANSPORTATION
3671	8/18/2022	4,742.60	MEDIX AMBULANCE	PROVIDER TRANSPORTATION
3672	8/18/2022	4,899.70	METRO WEST	PROVIDER TRANSPORTATION
3673	8/18/2022	10,649.00	Ride Connection Bridge	PROVIDER TRANSPORTATION
3673	8/18/2022	8,934.00	Ride Connection Bridge	PROVIDER TRANSPORTATION
3673	8/18/2022	6,652.00	Ride Connection Bridge	PROVIDER TRANSPORTATION
3674	8/18/2022	25,585.00	RYANS TRANSPORTATION SERVICE	PROVIDER TRANSPORTATION
3674	8/18/2022	25,450.50	RYANS TRANSPORTATION SERVICE	PROVIDER TRANSPORTATION
3674	8/18/2022	26,970.00	RYANS TRANSPORTATION SERVICE	PROVIDER TRANSPORTATION
3675	8/18/2022	420.00	SUNSET EMPIRE TRANSIT	JULY BUS PASSES
3676	8/18/2022	6,959.80	WILLAMETTE VALLEY TRANSPORT	PROVIDER TRANSPORTATION
3677	8/18/2022	45.00	BIO-MED TESTING SERVICE, INC.	AUGUST 2022 NWR EMPLOYMENT SCREEN
3678	8/18/2022	875.00	GenXsys Solutions, LLC	AUGUST 2022
3678	8/18/2022	600.00	GenXsys Solutions, LLC	AUGUST 2022 COMPUTER SUPPORT
3679	8/18/2022	225.22	Pacific Office Automation	AUGUST 2022 COPIER LEASE
3680	8/18/2022	<u>13,988.38</u>	TILLAMOOK CNTY TRANS. DIST.	NWR PAYROLL 081222

Report Total

282,755.07

**Tillamook County Transportation District**

Check/Voucher Register

1011 - Prop. Mgmt. Checking-#7071

From 8/1/2022 Through 8/31/2022

<u>Docume... Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
4504	8/4/2022	1,139.00	Columbia Fire & Safety Co.	JULY 2022 ANNUAL MAINTENANCE
4505	8/4/2022	737.68	TILLAMOOK CITY UTILITIES	JULY 2022 WATER HIGH/LEAK
4506	8/10/2022	463.89	Marie Mills Center, Inc	JULY 2022 JANITORIAL @ 3RD ST
4506	8/10/2022	155.75	Marie Mills Center, Inc	JULY 2022 JANITORIAL SUPPLIES
4507	8/10/2022	<u>175.85</u>	CITY SANITARY SERVICE	JULY 2022
Report Total		<u>2,672.17</u>		

UMPQUA BANK: CLOSING DATE 10/25/2022

Date	Vendor	Description of Transaction	Amount
<b>CATHY BOND</b>			
09/27/22	Fieldprint Inc	TCTD Background	\$12.50
09/27/22	Fieldprint Inc	TCTD Background	\$12.50
09/27/22	Fieldprint Inc	TCTD Background	\$12.50
09/28/22	Fieldprint Inc	TCTD Background	\$12.50
09/28/22	Fieldprint Inc	TCTD Background	\$12.50
09/28/22	Fieldprint Inc	TCTD Background	\$12.50
09/28/22	Fieldprint Inc	TCTD Background	\$12.50
10/03/22	Endicia	Postage	\$9.95
10/05/22	Adobe Inc	NWR Computer	\$24.99
10/12/22	Language Line Inc.	NWR Phones	\$43.45
10/12/22	Fieldprint Inc	TCTD Background	\$12.50
10/12/22	Fieldprint Inc	TCTD Background	\$12.50
10/14/22	Chineese Garden	Employee Dinner	\$30.00
10/24/22	Adobe Inc	Admin. Computer	\$84.99
10/24/22	Iron Mountain	Office Shred	\$155.55
10/24/22	Fieldprint Inc	TCTD Background	\$12.50
			<b>\$473.93</b>
<b>MIKE REED</b>			
10/03/22	Amazon	Inventory/ Parts	\$60.95
10/06/22	B&B Auto	Inventory/ Parts	\$53.21
10/12/22	Fred Meyer	Employee Appreciation	\$27.99
10/24/22	Tora Sushi	Admin. Team Lunch	\$79.62
10/24/22	ACDELCO	Software Maintance	\$62.00
10/24/22	ACDELCO	Software Maintance	\$109.00
			<b>\$392.77</b>
<b>CLAYTON NORRBOM</b>			
10/13/22	La Mexicana	Training Meals	\$43.32
10/20/22	Costco Wholesale	Training Meals	\$7.67
10/20/22	Costco Wholesale	Bus Supplies	\$124.90
10/24/22	Carls Jr.	Training Meals	\$27.86
			<b>\$203.75</b>
<b>NATALIE ZUERCHER</b>			
10/03/22	Amazon	Office Supplies	\$15.79
10/03/22	Indeed	Recruitment	\$357.00
10/04/22	Zoom	Computer	\$40.00
10/04/22	Amazon	Office Supplies	\$30.50
10/05/22	Vistaprint	Employee Appreciation	\$41.58
10/14/22	Amazon	Office Supplies/ Marketing	\$37.56
10/14/22	Amazon	Office Supplies/ Marketing	\$147.24
10/17/22	Center Market	NWOTA Meeting	\$6.98
10/17/22	Amazon	Computer	\$14.99
10/17/22	Endicia	Postage	\$24.99
10/17/22	Safeway	Employee Appreciation	\$14.00
10/17/22	Main Street Pizza	NWOTA Meeting	\$64.69
10/17/22	USPS	Postage	\$50.00
10/24/22	Werners	Board Meeting	\$40.35
10/24/22	Amazon	Office Supplies	\$46.03
			<b>\$931.70</b>
<b>Charges total</b>			<b>\$2,002.15</b>
<b>Late Fees &amp; Intrest</b>			<b>\$0.00</b>
<b>Grand Total Due</b>			<b>\$2,002.15</b>

APPROVAL

DATE





October 2022 Statement

Open Date: 09/27/2022 Closing Date: 10/25/2022



Visa® Company Card with Rewards  
TILLAMOOK CNTY TRANS (CPN 001469460)

Account: 7790

Cardmember Service 1-866-552-8855  
BUS 30 ELN 8 15

<b>New Balance</b>	<b>\$2,002.15</b>
<b>Minimum Payment Due</b>	<b>\$21.00</b>
<b>Payment Due Date</b>	<b>11/22/2022</b>

<b>Reward Points</b>	
Earned This Statement	2,458
Reward Center Balance	84,949
-- as of 10/24/2022	
For details, see your rewards summary.	

<b>Activity Summary</b>		
Previous Balance	+	\$5,702.95
Payments	-	\$5,702.95CR
Other Credits		\$0.00
Purchases	+	\$2,002.15
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
<b>New Balance</b>	<b>=</b>	<b>\$2,002.15</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$21.00</b>
Credit Line		\$10,000.00
Available Credit		\$7,997.85
Days in Billing Period		29

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Cardmember Service CPN 001469460



24-Hour Cardmember Service: 1-866-552-8855

- to pay by phone
- to change your address

000037502 01 SP 000638346704818 P Y

TILLAMOOK CNTY TRANS  
ACCOUNTS PAYABLE  
3600 3RD ST STE A  
TILLAMOOK OR 97141-2730

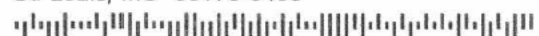


Account Number	7790
Payment Due Date	11/22/2022
New Balance	\$2,002.15
Minimum Payment Due	\$21.00

Amount Enclosed \$ \_\_\_\_\_

Cardmember Service

P.O. Box 790408  
St. Louis, MO 63179-0408






**Visa Business Rewards Company Card**
**Rewards Center Activity as of 10/24/2022**

Rewards Center Activity*	0
Rewards Center Balance	84,949

\*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	1,546	35,961
Gas, Restaurants & Telecom Double Points	912	10,010
<b>Total Earned</b>	<b>2,458</b>	<b>45,971</b>

For rewards program inquiries and redemptions, call 1-888-229-8864 from 8:00 am to 10:00 pm (CST) Monday through Friday, 8:00 am to 5:30 pm (CST) Saturday and Sunday. Automated account information is available 24 hours a day, 7 days a week.

**Important Messages**

**Paying Interest:** You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

**Transactions** BOND, CATHY Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
09/27	09/27	5616	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/27	09/27	6168	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/27	09/27	6291	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/28	09/28	4117	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/28	09/28	7060	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/28	09/28	8951	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
09/28	09/28	4929	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
10/03	10/02	6313	ENDICIA 800-576-3279 CA	\$9.95	_____
10/05	10/04	6823	Adobe Inc 800-8336687 CA	\$24.99	_____
10/12	10/11	6153	LANGUAGE LINE, INC. 800-7526096 CA	\$43.45	_____
10/12	10/12	0309	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
10/12	10/12	0374	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____
10/14	10/13	4943	CHINESE GARDEN RESTAUR TILLAMOOK OR	\$30.00	_____
10/24	10/22	8265	Adobe Inc 800-8336687 CA	\$84.99	_____
10/24	10/21	1078	IRON MOUNTAIN 800-934-3453 MA	\$155.55	_____
10/24	10/22	3434	FIELDPRINT INC 888-291-1369 PA	\$12.50	_____

Continued on Next Page

Transactions		BOND, CATHY		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
			<b>Total for Account</b>	<b>022</b>	<b>\$473.93</b>

Transactions		NORRBOM, CLAYTON		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
10/13	10/11	5500	LA MEXICANA RESTAURANT TILLAMOOK OR	\$43.32	_____
10/20	10/19	7201	COSTCO WHSE #0692 HILLSBORO OR	\$7.67	_____
10/20	10/19	7786	COSTCO WHSE #0692 HILLSBORO OR	\$124.90	_____
10/24	10/20	9525	CARLS JR RESTAURANTS 8 KEIZER OR	\$27.86	_____
			<b>Total for Account'</b>	<b>5675</b>	<b>\$203.75</b>

Transactions		REED, MICHAEL		Credit Limit \$3500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
10/03	10/02	5450	AMAZON.COM*1480S0H10 A AMZN.COM/BILL WA	\$60.95	_____
10/06	10/05	1234	B AND B AUTO SUPPLY CO 714-6305954 OR	\$53.21	_____
10/12	10/11	0375	FRED-MEYER #0377 TILLAMOOK OR	\$27.99	_____
10/24	10/21	0086	TORA SUSHI LOUNGE TILL TILLAMOOK OR	\$79.62	_____
10/24	10/21	5879	ACDELCO TDS 800-825-5886 MI	\$62.00	_____
10/24	10/21	5895	ACDELCO TDS 800-825-5886 MI	\$109.00	_____
			<b>Total for Account</b>	<b>9595</b>	<b>\$392.77</b>

Transactions		ZUERCHER, NATALIE		Credit Limit \$2500	
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
10/03	10/02	8628	Amazon.com*144BD4TB2 Amzn.com/bill WA	\$15.79	_____
10/03	10/01	7228	ONLINE JOB ADS INDEED 512-4595300 TX	\$357.00	_____
10/04	10/03	7127	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$40.00	_____
10/04	10/04	1023	AMZN Mktp US*148SS68R1 Amzn.com/bill WA	\$30.50	_____
10/05	10/05	7200	VISTAPRINT 866-207-4955 MA	\$41.58	_____
10/14	10/13	0423	AMZN Mktp US*HT7SI3TG0 Amzn.com/bill WA	\$37.56	_____
10/14	10/13	3971	AMZN Mktp US*HT48Y8TP0 Amzn.com/bill WA	\$147.24	_____
10/17	10/14	1450	CENTER MARKET 9 TILLAMOOK OR	\$6.98	_____
10/17	10/17	5332	Amazon Prime*HT8YQ1LV2 Amzn.com/bill WA	\$14.99	_____
10/17	10/15	4280	ENDICIA 800-576-3279 CA	\$24.99	_____
10/17	10/13	0327	SAFEWAY #2723 TILLAMOOK OR	\$14.00	_____

Continued on Next Page





**Transactions** ZUERCHER, NATALIE Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
10/17	10/14	0725	MAIN STREET PIZZA TILLAMOOK OR	\$64.69	_____
10/17	10/14	0553	USPS STAMPS ENDICIA 888-434-0055 DC	\$50.00	_____
10/24	10/20	7841	WERNER GOURMET MEAT SN TILLAMOOK OR	\$40.35	_____
10/24	10/21	9722	AMAZON.COM*HT33F0152 A AMZN.COM/BILL WA	\$46.03	_____
			<b>Total for Account</b>	<b>\$931.70</b>	

**Transactions** BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
09/30	09/30		PAYMENT THANK YOU	\$3,479.12CR	_____
10/24	10/22		PAYMENT THANK YOU	\$2,223.83CR	_____
			<b>Total for Account</b>	<b>\$5,702.95CR</b>	

2022 Totals Year-to-Date	
Total Fees Charged in 2022	\$42.66
Total Interest Charged in 2022	\$62.85

**Interest Charge Calculation**

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	15.24%	
**PURCHASES	\$2,002.15	\$0.00	YES	\$0.00	15.24%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	26.99%	

**Contact Us**

Phone Voice: 1-866-552-8855 TDD: 1-888-352-6455 Fax: 1-866-807-9053	Questions Cardmember Service P.O. Box 6353 Fargo, ND 58125-6353	Mail payment coupon with a check Cardmember Service P.O. Box 790408 St. Louis, MO 63179-0408	Online <a href="http://myaccountaccess.com">myaccountaccess.com</a>
--	--	---	--

# Tillamook County Transportation District

## MONTHLY PERFORMANCE REPORT

October 2022

RIDERSHIP BY SERVICE TYPE	Oct 2022	Oct 2021	YTD FY 22-23	YTD FY 21-22	YTD % Change
<b><u>Dial-A-Ride Service</u></b>					
Tillamook County	972	859	3,806	3,231	17.8%
NW Rides	531	487	2,047	1,901	7.7%
<b>Dial-A-Ride Total</b>	<b>1,503</b>	<b>1,346</b>	<b>5,853</b>	<b>5,132</b>	<b>14.0%</b>

### **Deviated Fixed Route Service**

Rt 1: Town Loop	3,780	2,775	14,496	11,068	31.0%
Rt 2A: Netarts/Oceanside	222	267	1,019	2,369	-57.0%
Rt 2B: Port of Tillamook Bay	300	88	1,541	184	737.5%
Rt 3: Manzanita/Cannon Beach	1,425	1,282	6,091	7,200	-15.4%
Rt 4: Lincoln City	799	431	3,762	3,157	19.2%
<b>Local Fixed Rt Total</b>	<b>6,526</b>	<b>4,843</b>	<b>26,909</b>	<b>23,978</b>	<b>12.2%</b>

### **Intercity Service**

Rt 5: Portland	582	404	2,693	2,330	15.6%
Rt 60X: Salem	959	578	3,852	2,766	39.3%
Rt 70X: Grand Ronde	361	271	1,589	1,249	27.2%
<b>Inter City Total</b>	<b>1,902</b>	<b>1,253</b>	<b>8,134</b>	<b>6,345</b>	<b>28.2%</b>

### **Other Services**

Tripper Routes	23	15	50	38	31.6%
Special Bus Operations	0	0	2,608	1,125	131.8%
<b>Other Services Total</b>	<b>23</b>	<b>15</b>	<b>2,658</b>	<b>1,163</b>	<b>128.5%</b>

<b>TOTAL ALL SERVICES</b>	<b>9,954</b>	<b>7,457</b>	<b>43,554</b>	<b>36,618</b>	<b>18.9%</b>
---------------------------	--------------	--------------	---------------	---------------	--------------

ONE-WAY TRIPS BY USER GROUP	Fixed		YTD	YTD	YTD %
USER GROUP	Route	DAR	FY 22-23	FY 21-22	Change
General (18 years to 60 years of age)	5,057	241	22,580	19,581	15.3%
Senior/Disabled	2,781	1,202	16,605	14,466	14.8%
Child/Youth (less than 18 years of age)	590	60	2,937	2,572	14.2%
<b>Total</b>	<b>8,428</b>	<b>1,503</b>	<b>42,122</b>	<b>36,619</b>	<b>15.0%</b>

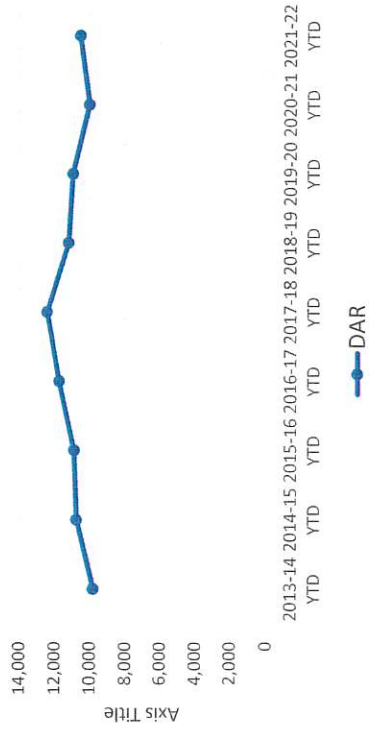
OTHER RIDER CATEGORIES	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 22-23	FY 21-22	Change
Ride Connection	86		367	332	10.5%
Tillamook Bay Community College	238		463	165	180.6%
NWOTA Visitor Pass	72		272	785	-65.4%
NW Rides		531	2,047	1,901	7.7%
Amtrak/Greyhound	88		448	508	-11.8%

Annual Ridership FY 2013/14 to FY 2021/22

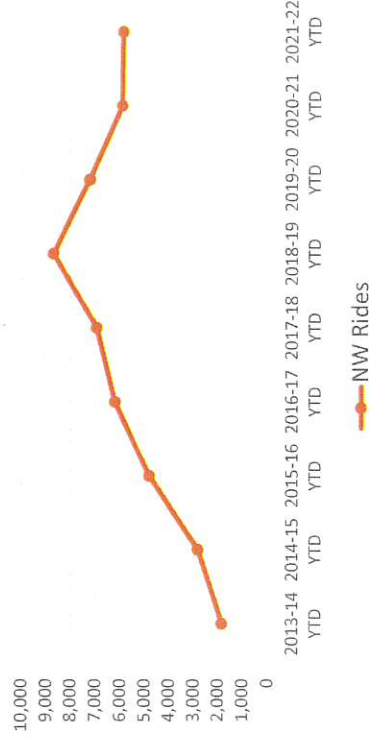




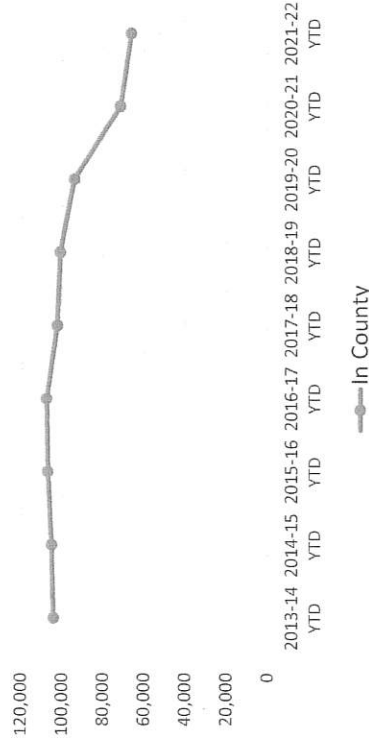
Annual Ridership



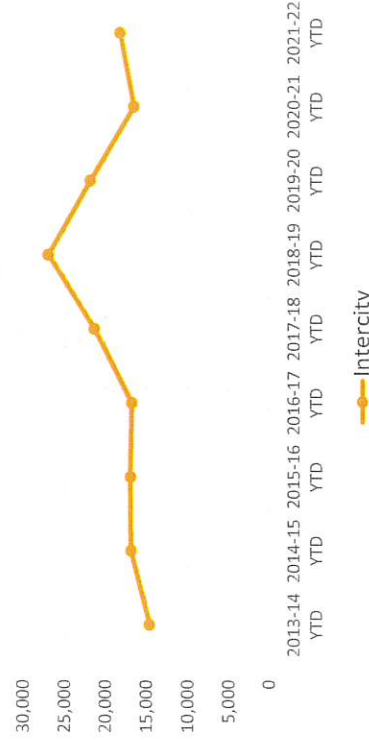
Annual Ridership



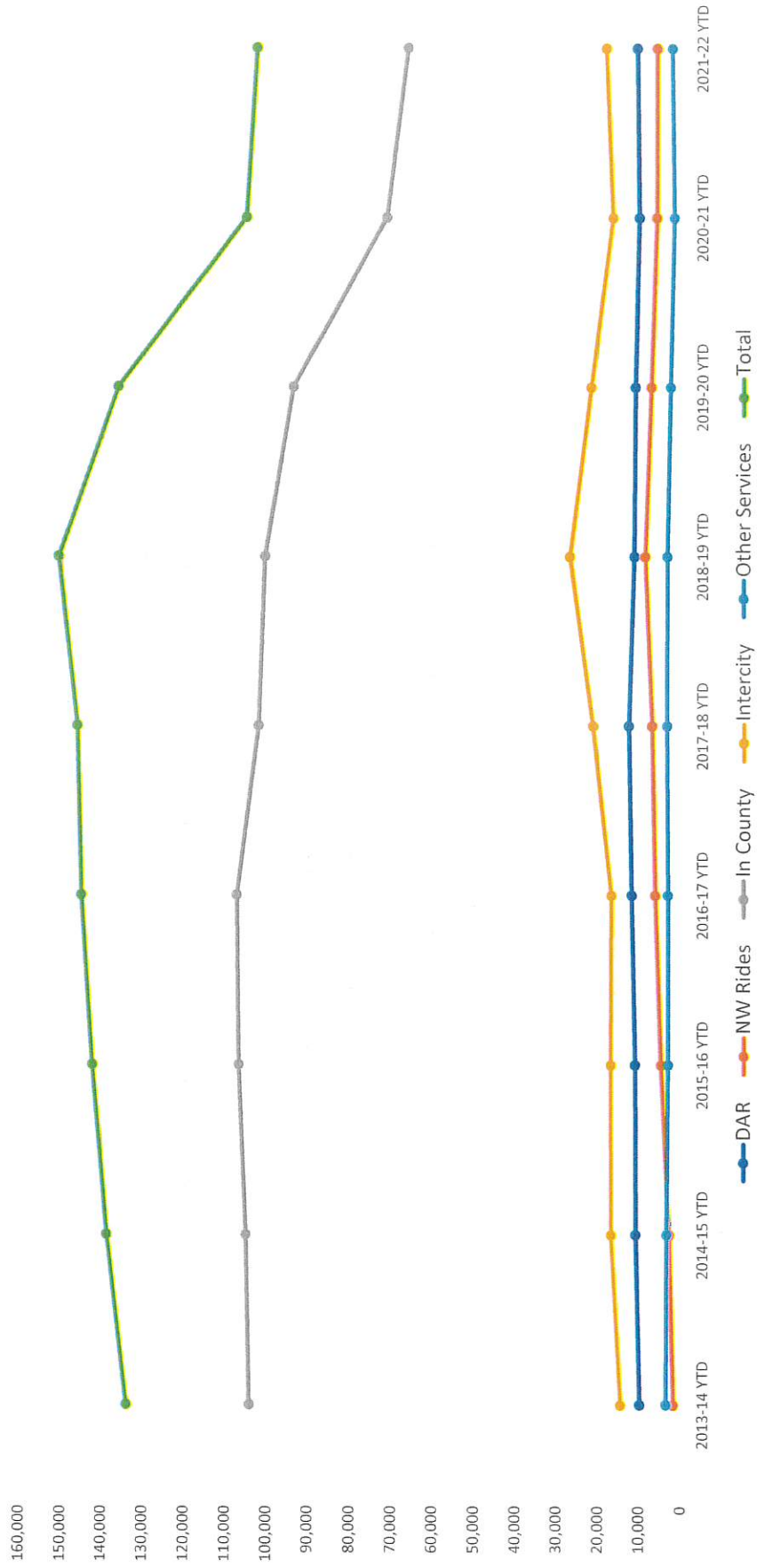
Annual Ridership



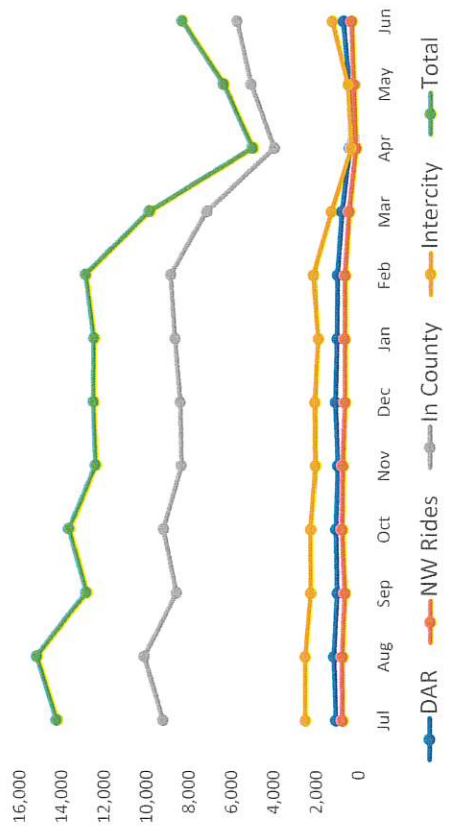
Annual Ridership



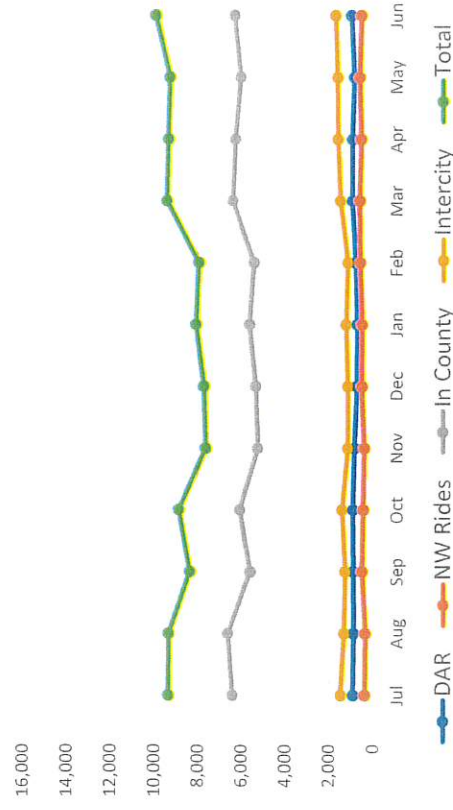
### Annual Ridership



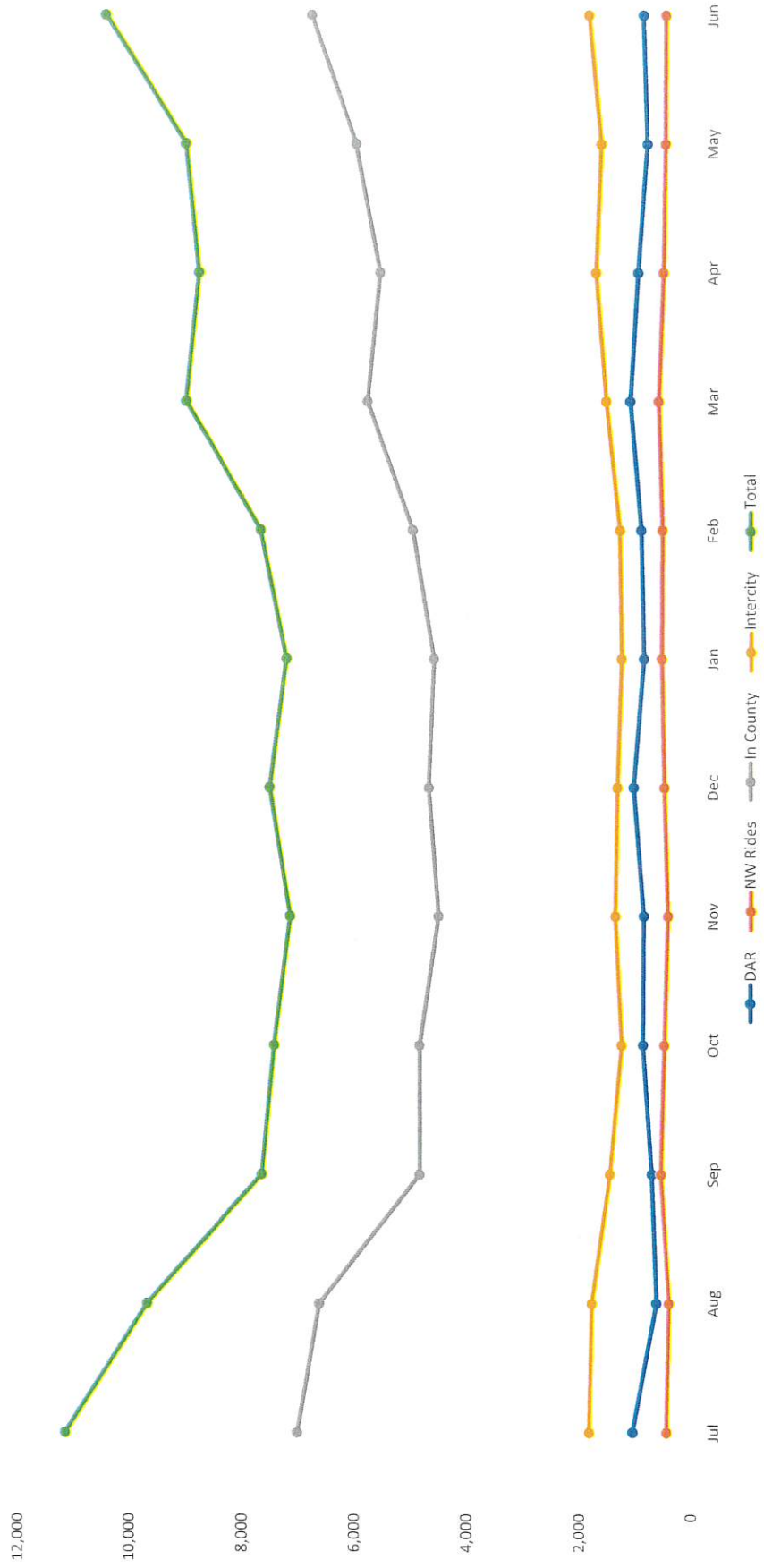
2019-2020 Monthly Ridership



2020-2021 Monthly Ridership

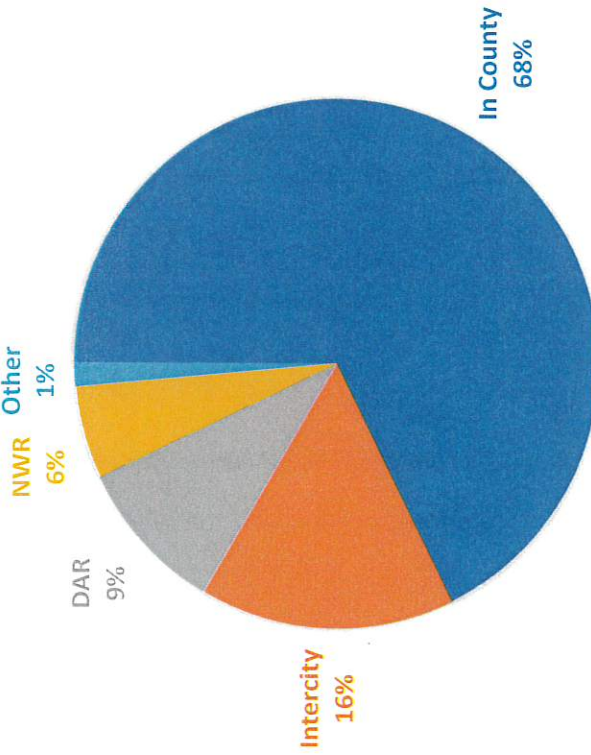


2021-2022 Monthly Ridership

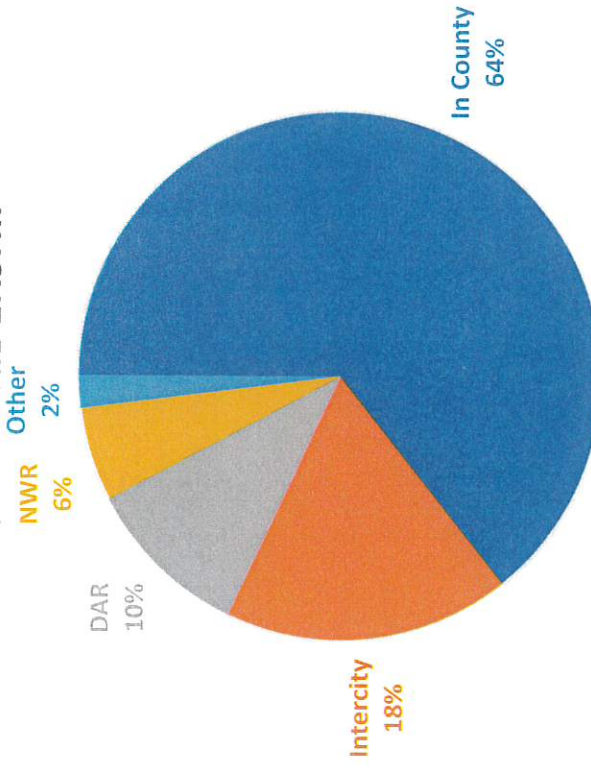


Ridership Allocation By Service Type YoY Comp

2020-21 RIDERSHIP

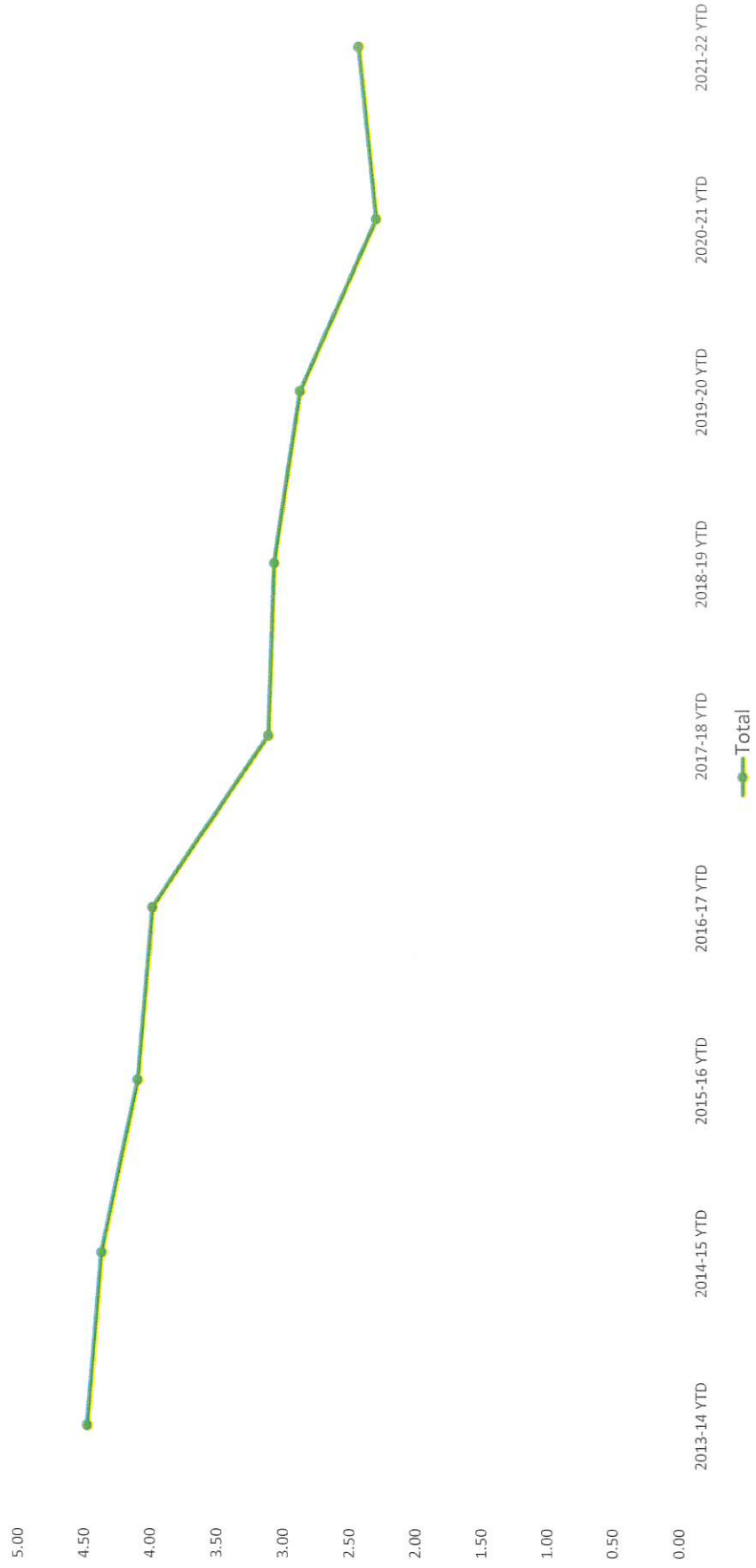


2021-22 RIDERSHIP

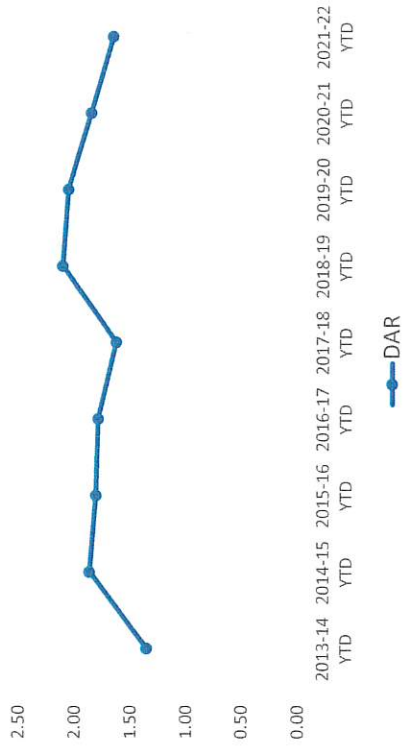




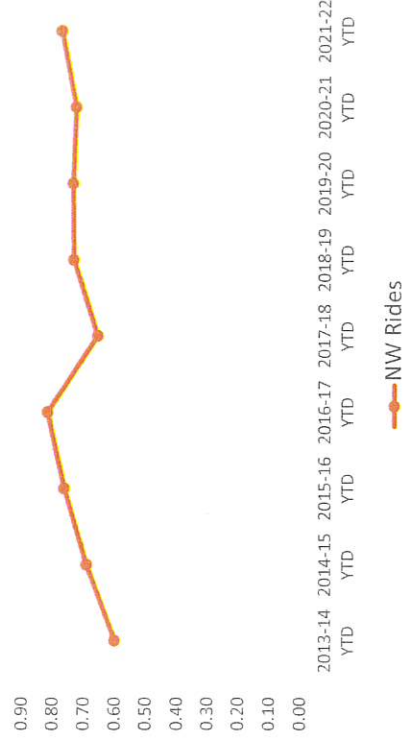
Annual Passenger/Service (Revenue) Hour



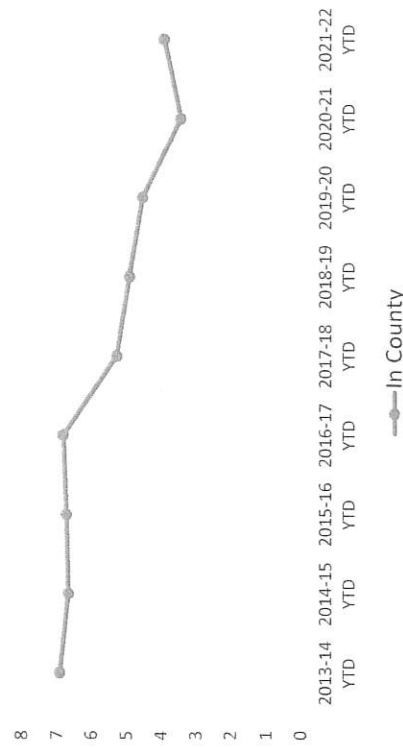
Annual Passenger/Service (Revenue) Hour



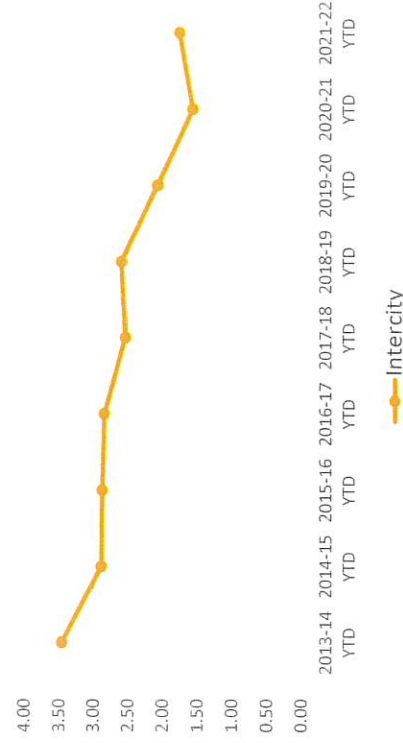
Annual Passenger/Service (Revenue) Hour



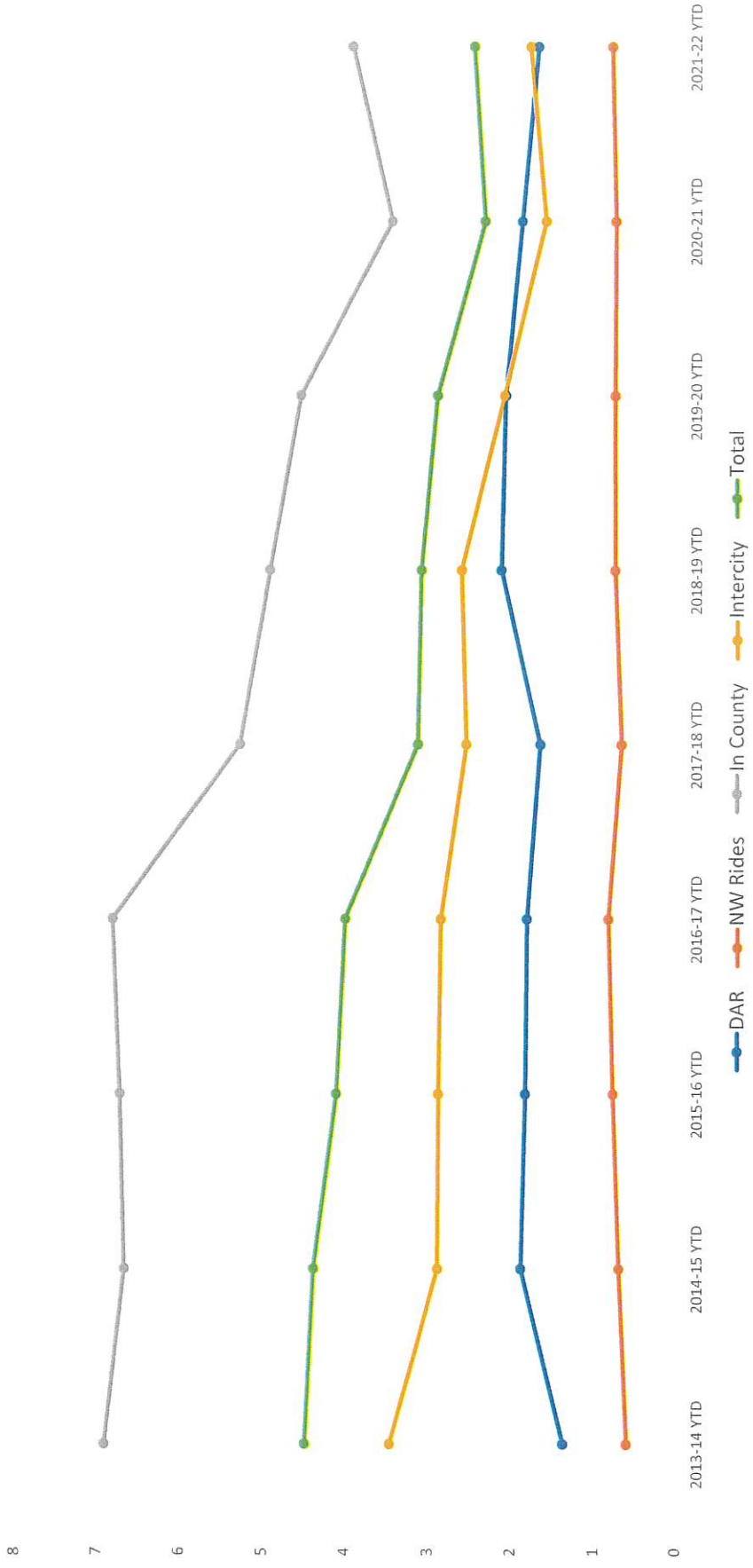
Annual Passenger/Service (Revenue) Hour



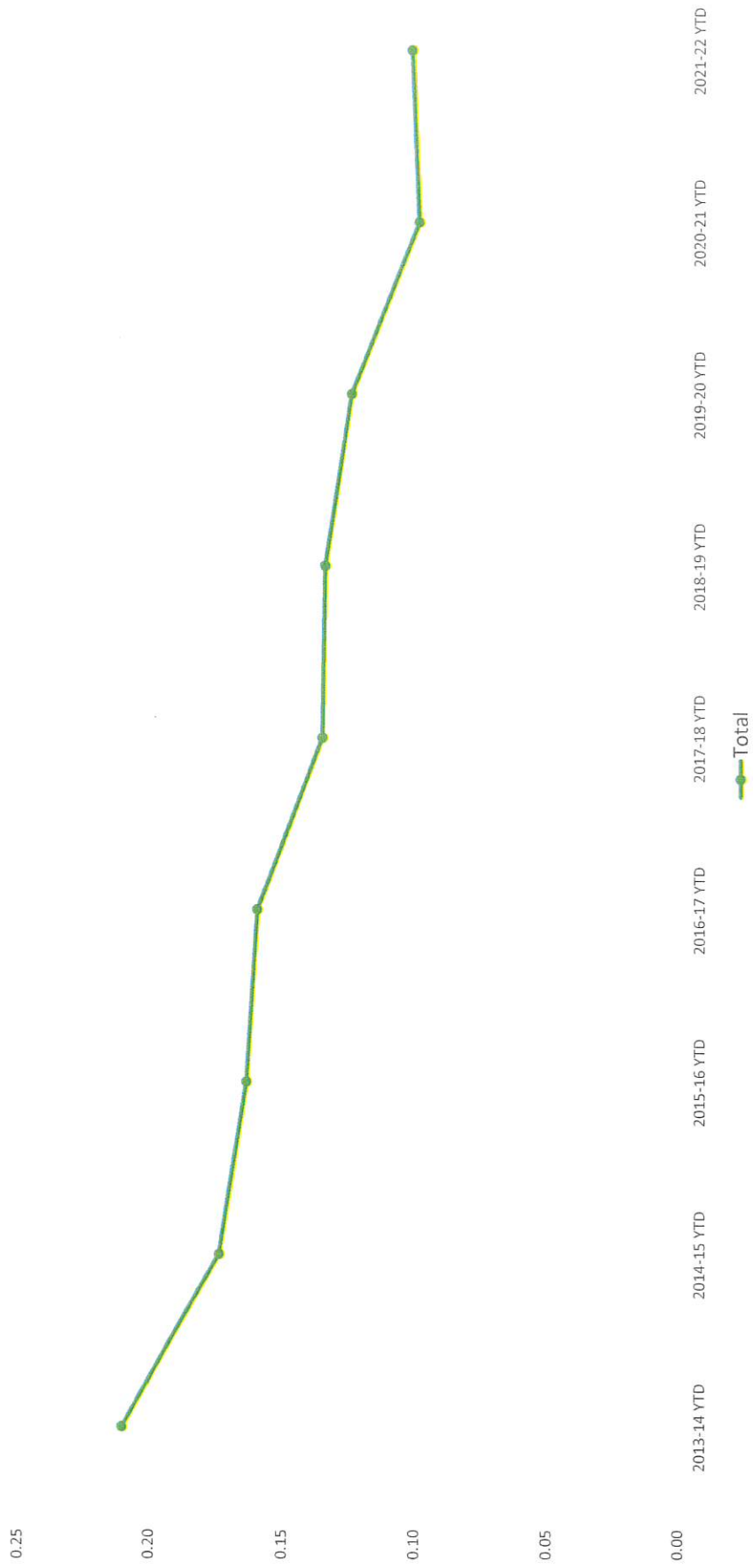
Annual Passenger/Service (Revenue) Hour



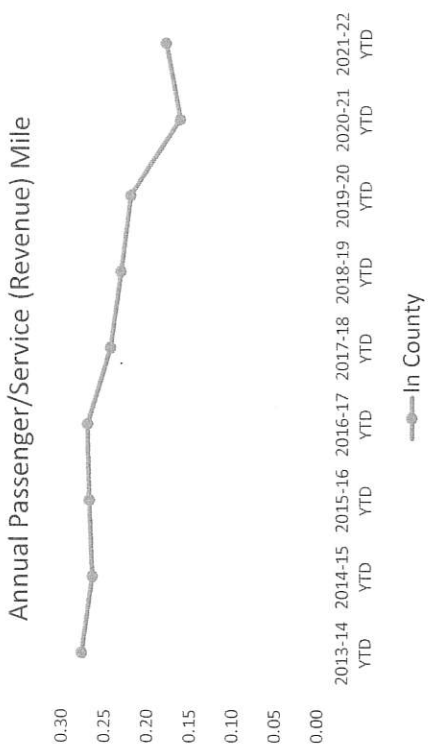
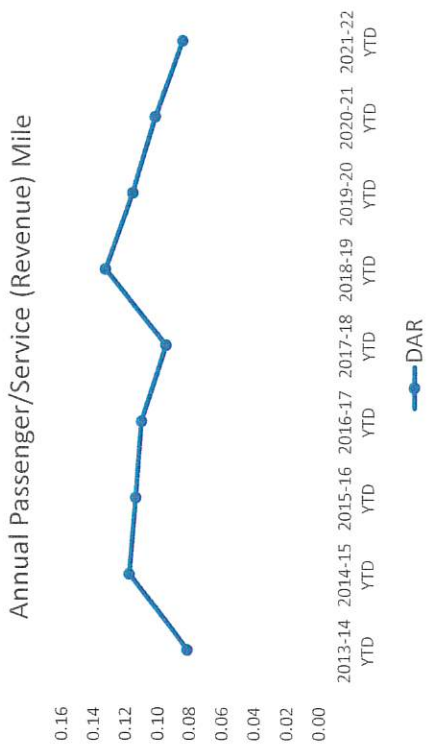
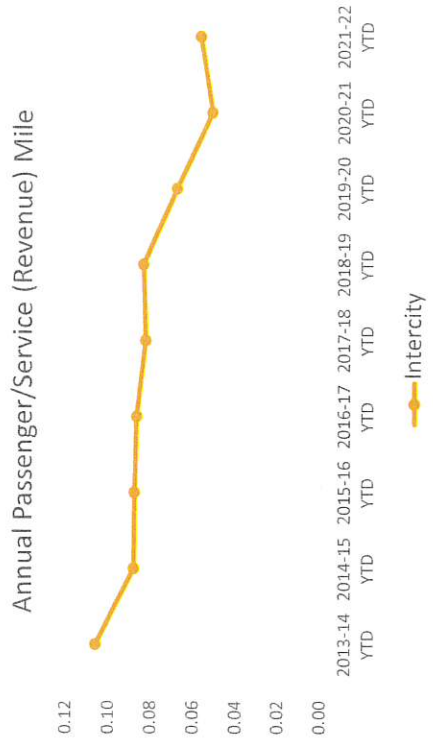
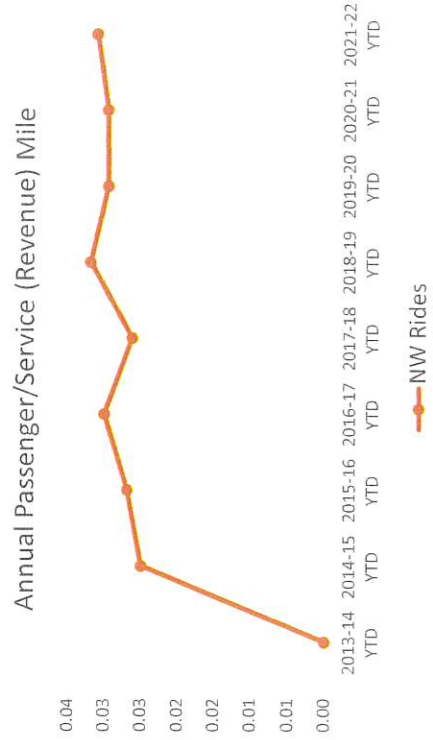
Annual Passenger/Service (Revenue) Hour



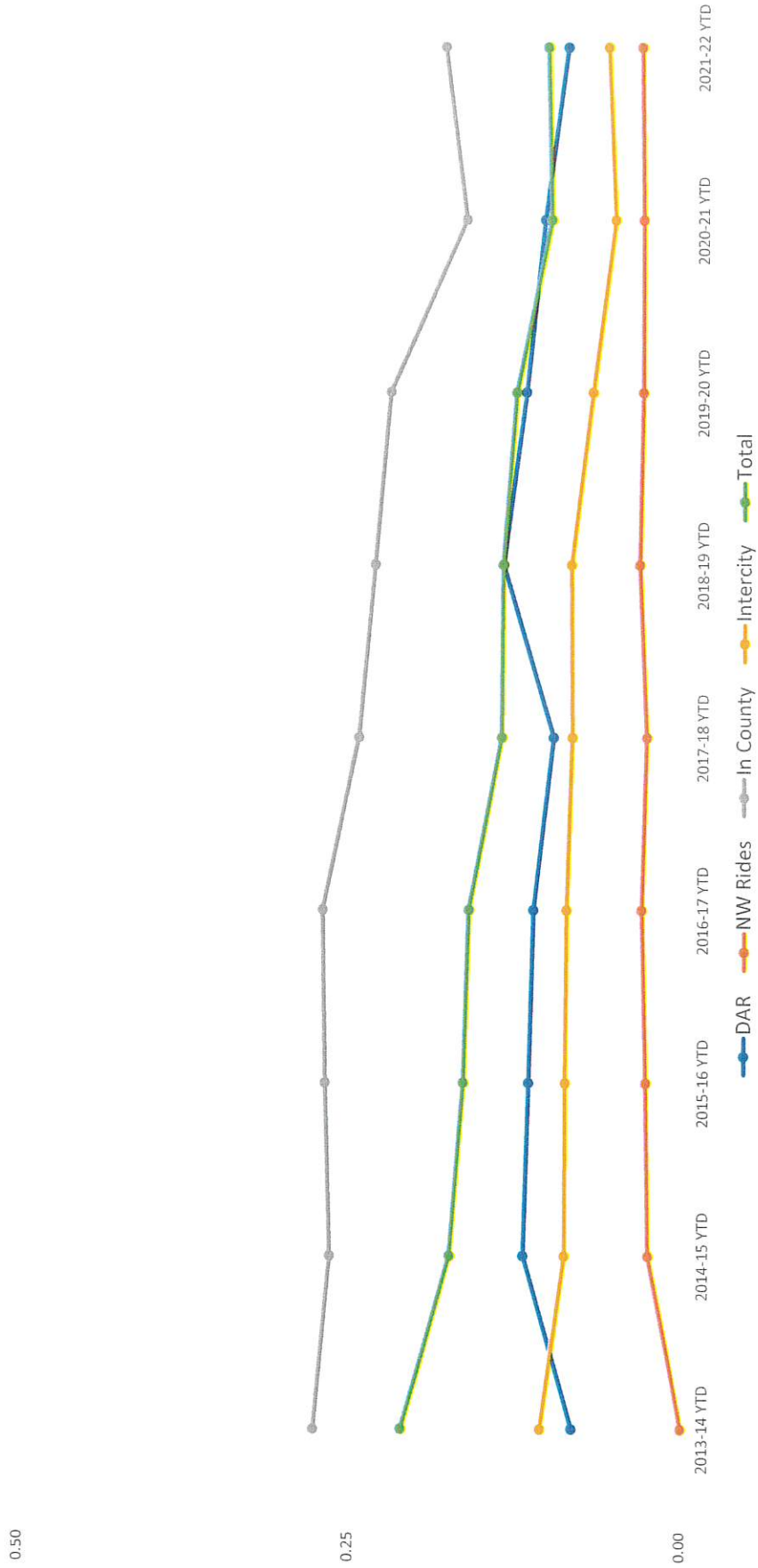
Annual Passenger/Service (Revenue) Mile



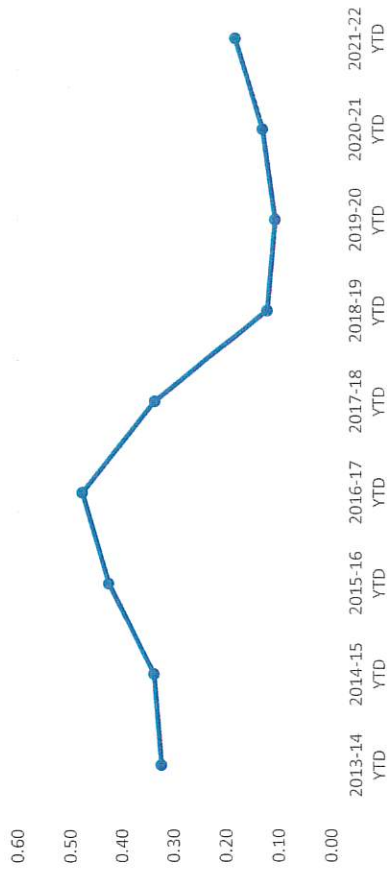




Annual Passenger/Service (Revenue) Mile



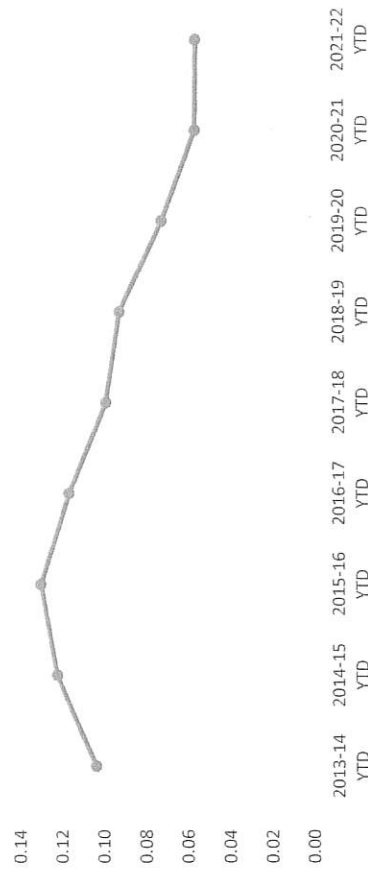
Annual Farebox Recovery



Annual Farebox Recovery



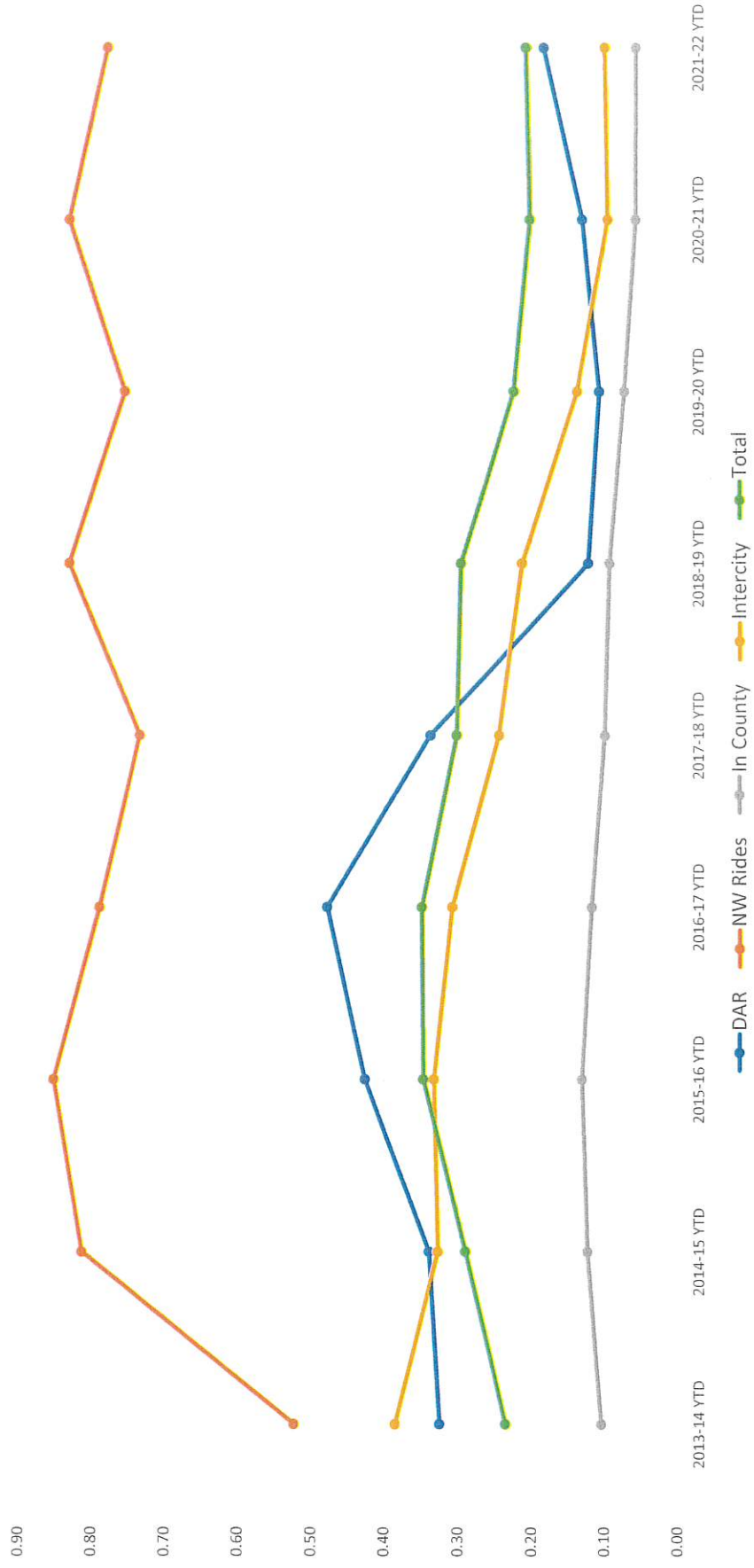
Annual Farebox Recovery



Annual Farebox Recovery

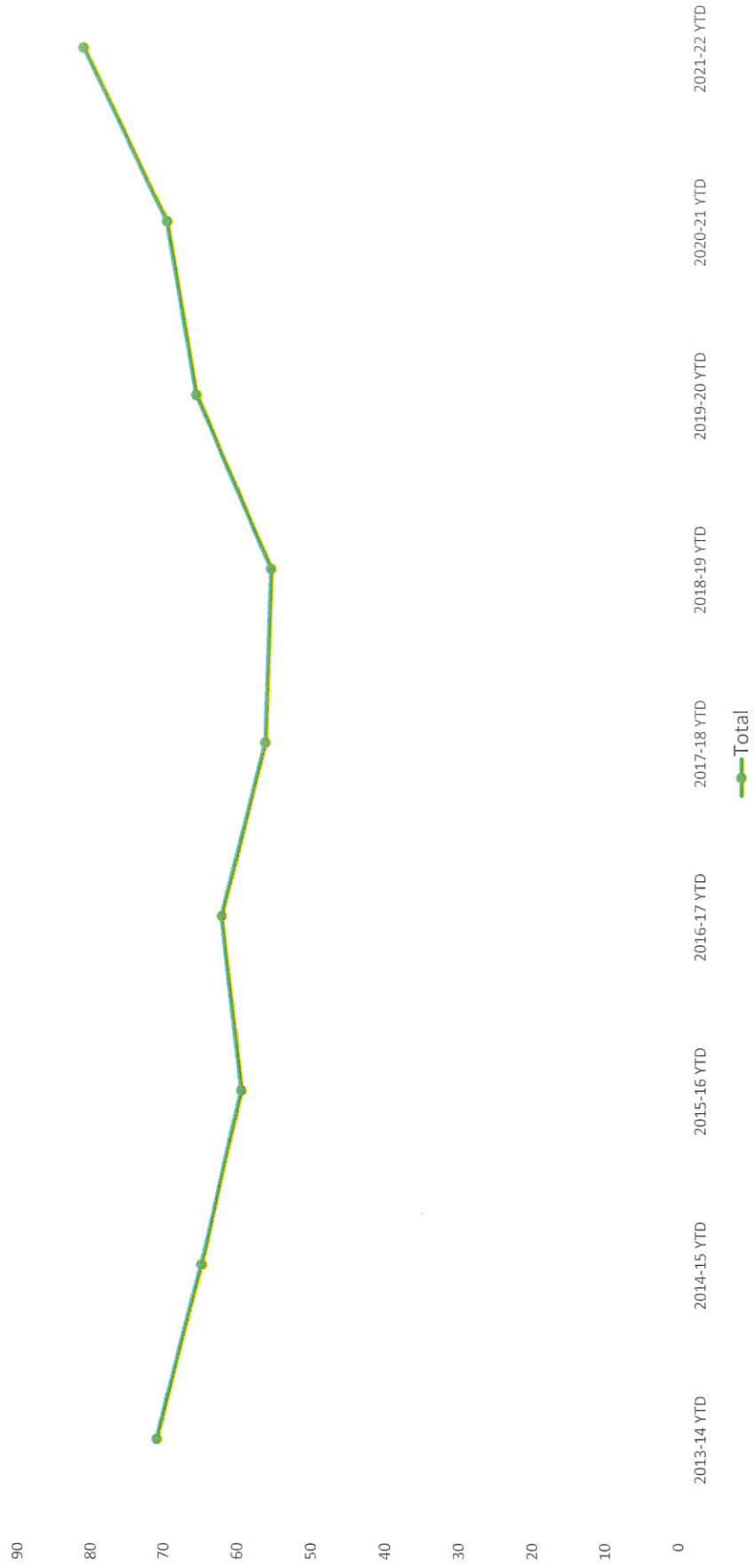


Annual Farebox Recovery Comps

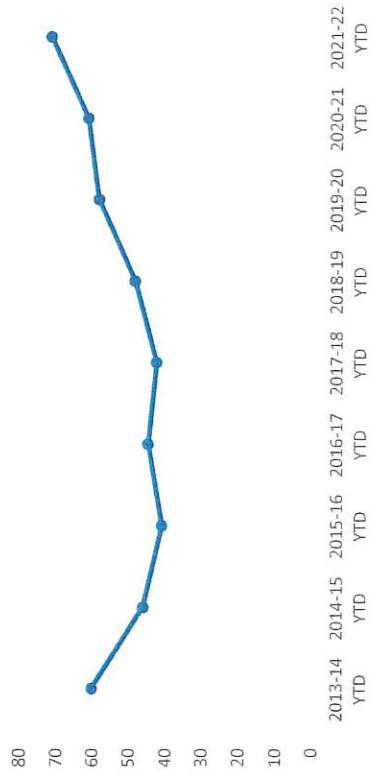




Annual Cost/Service (Revenue) Hour



Annual Cost/Service (Revenue) Hour



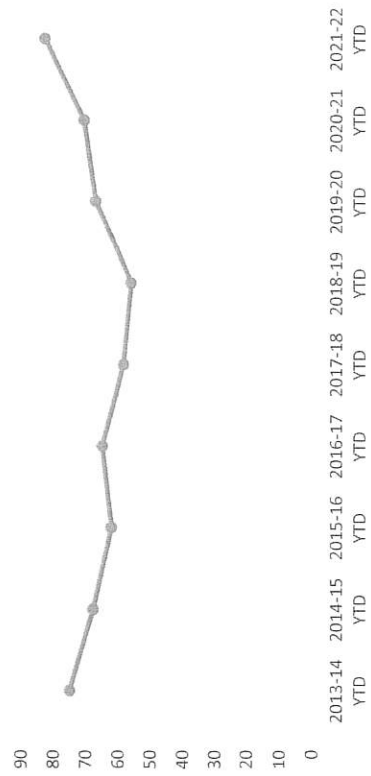
DAR

Annual Cost/Service (Revenue) Hour



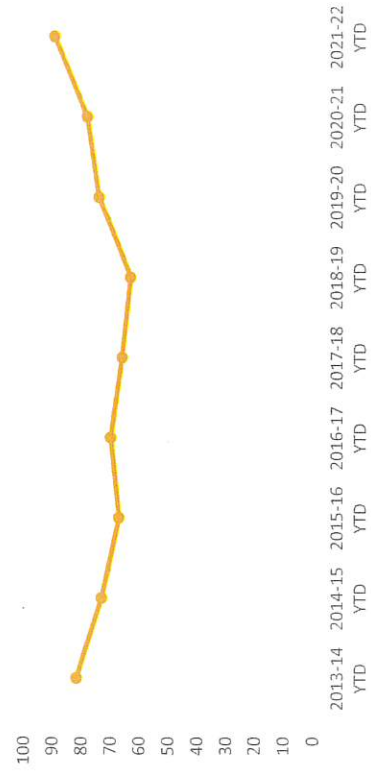
NW Rides

Annual Cost/Service (Revenue) Hour



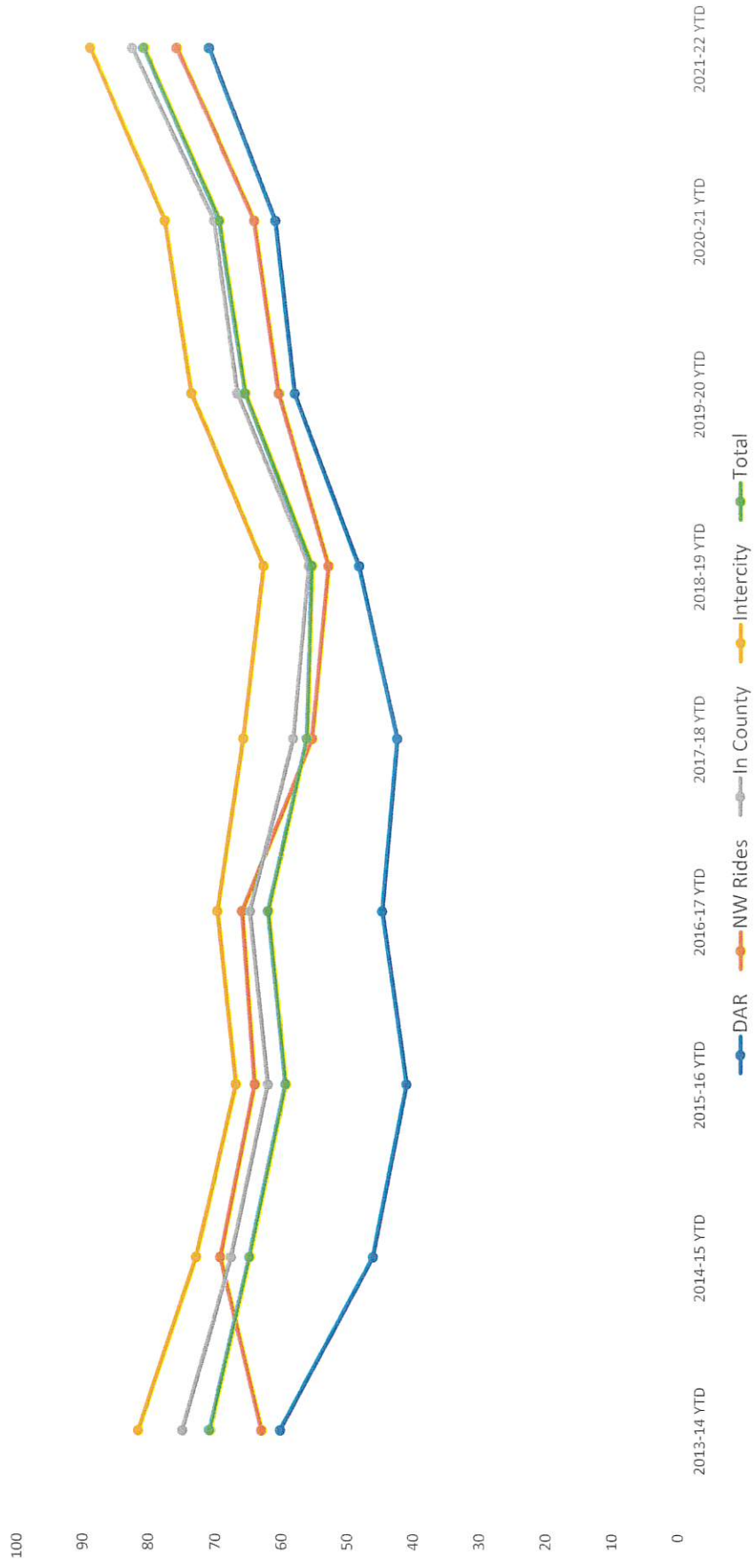
In County

Annual Cost/Service (Revenue) Hour

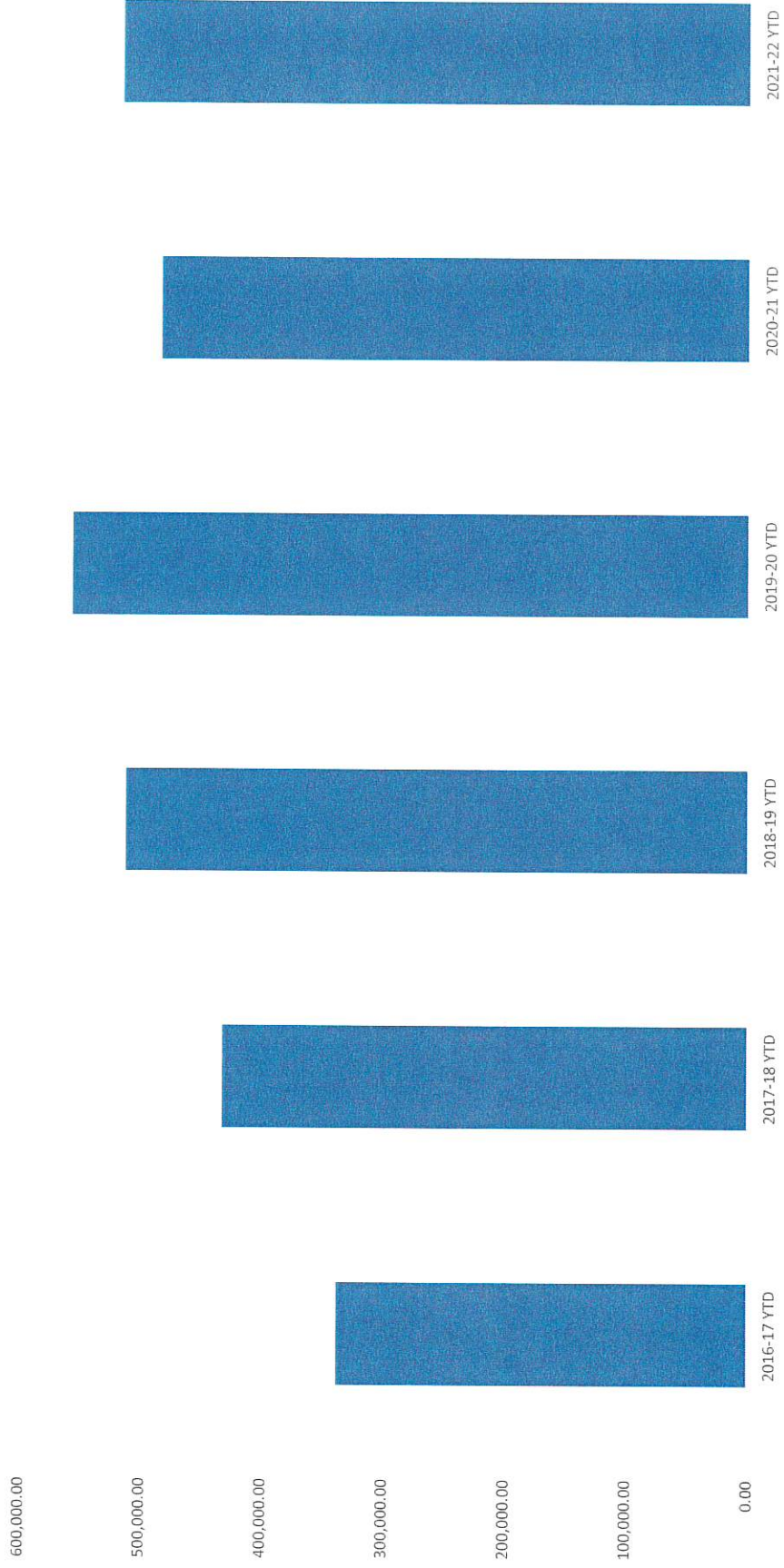


Intercity

Annual Cost/Service (Revenue) Hour

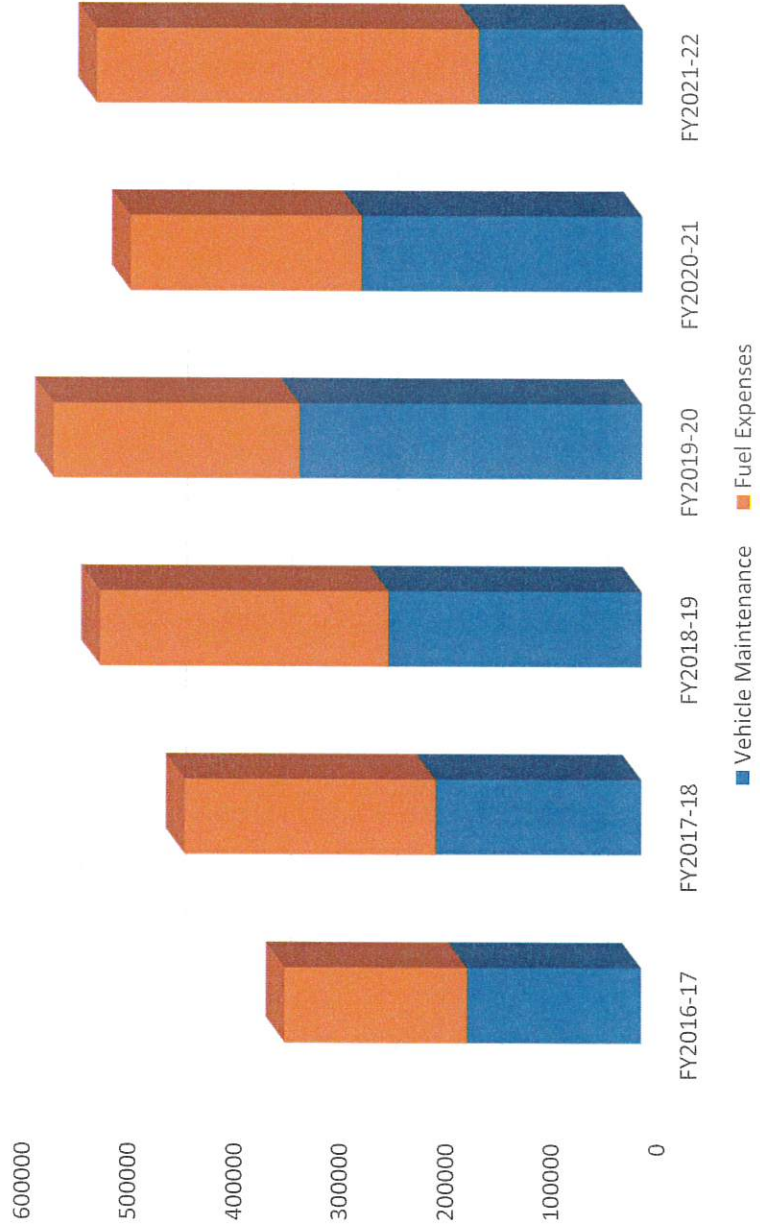


System Total Vehicle Maintenance Cost



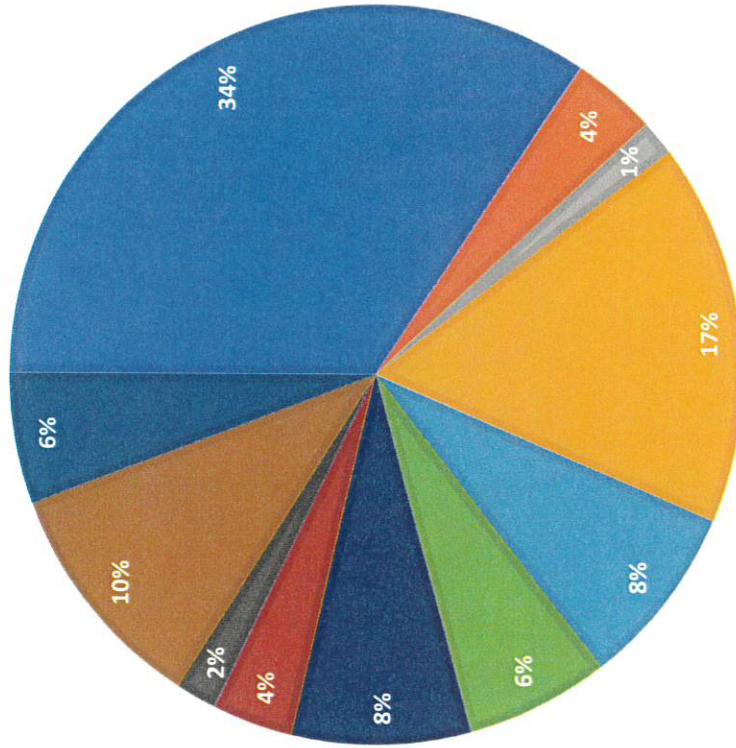


### Fuel Impacts on Operations vs Vehicle Maintenance

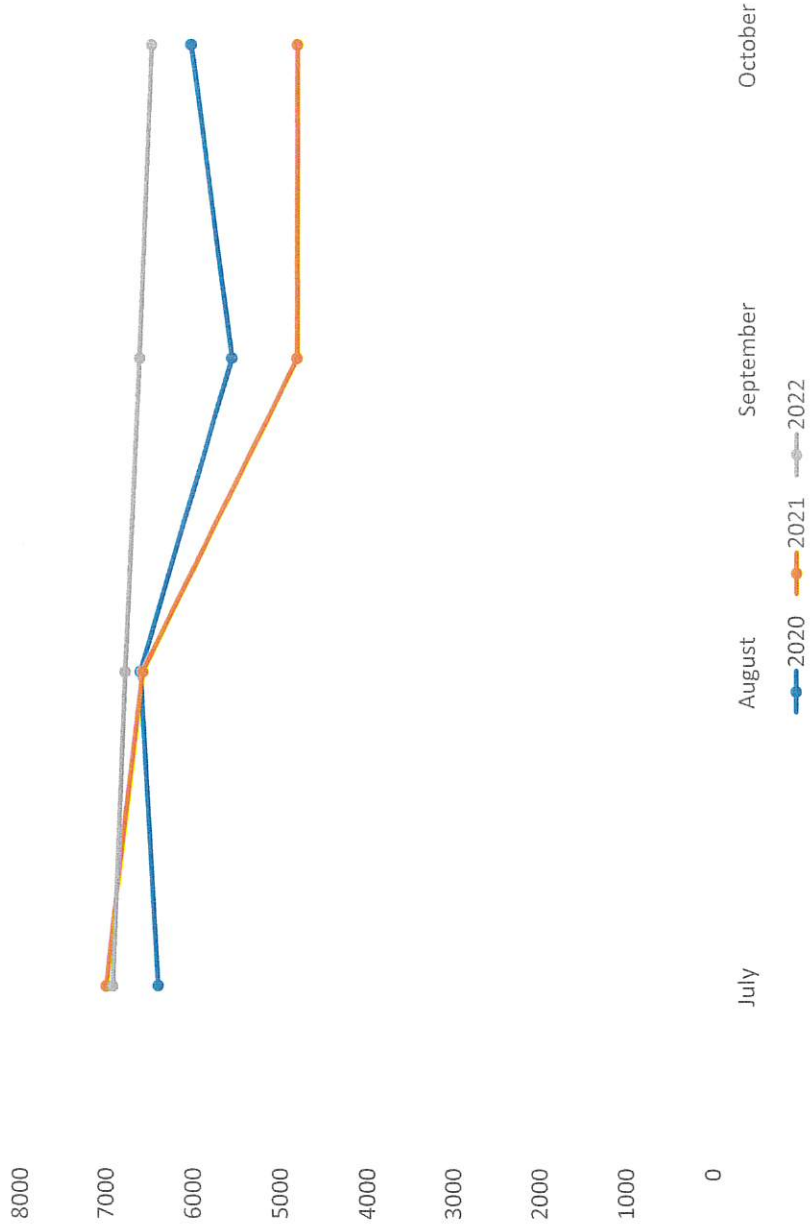


### RIDERSHIP SHARE BY ROUTE

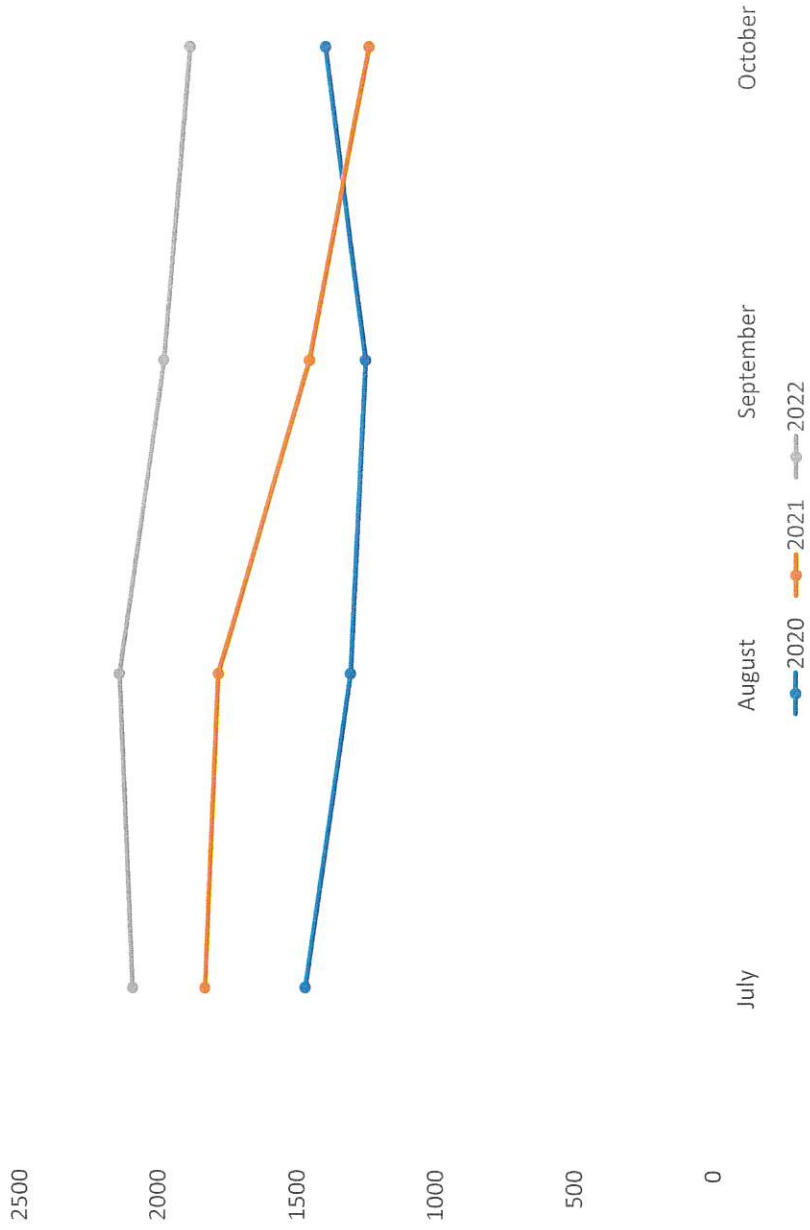
■ Rt 1 ■ Rt 2A ■ Rt 2B ■ Rt 3 ■ Rt 4 ■ Rt 5 ■ Rt 60X ■ Rt 70X ■ Other ■ DAR ■ NWR



FY 2020-21/FY 2022-23 COMPARABLES LOCAL FIXED RT

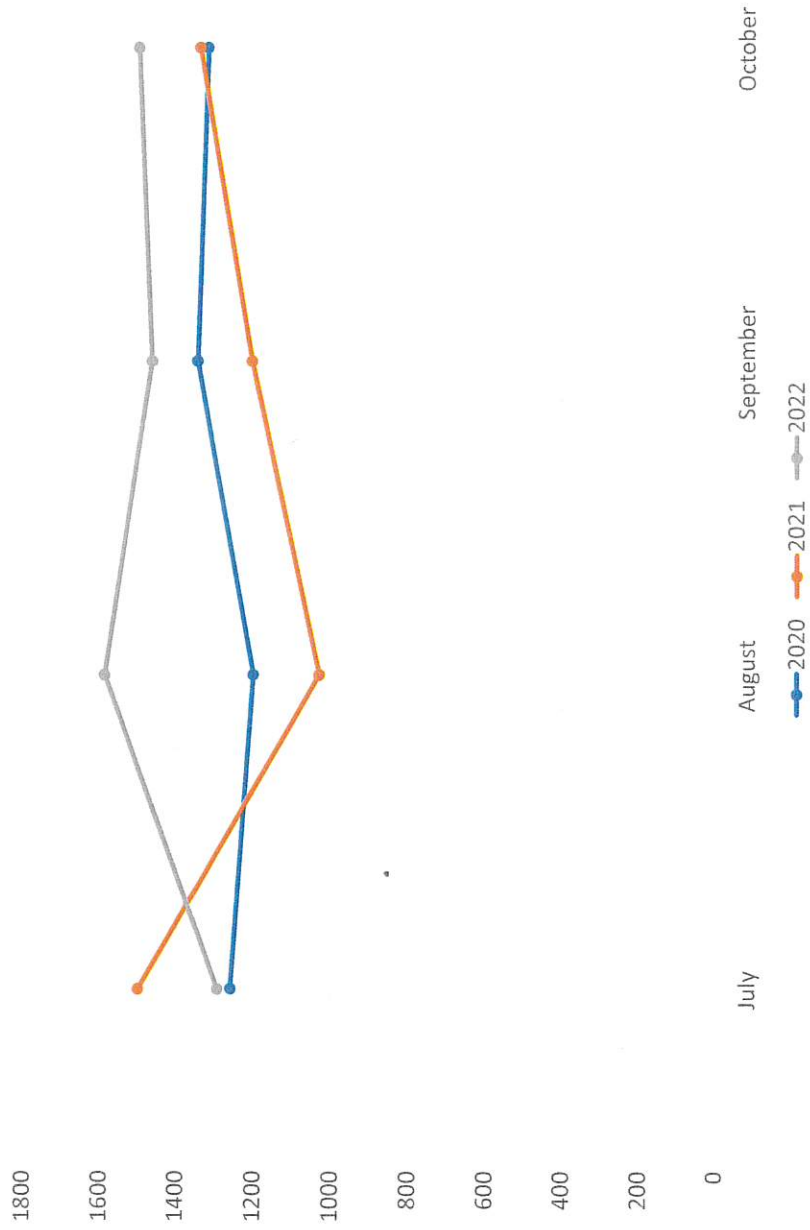


### FY 2020-21/FY 2022-23 COMPARABLES INTERCITY

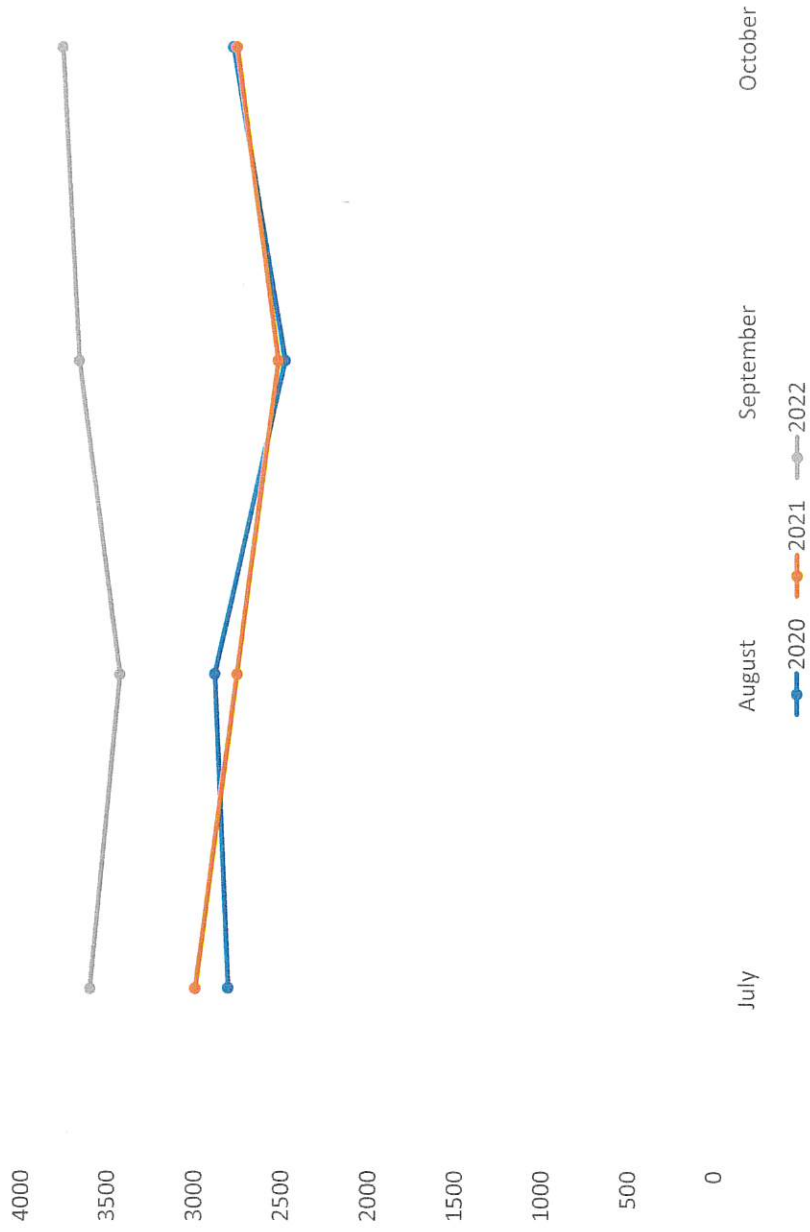




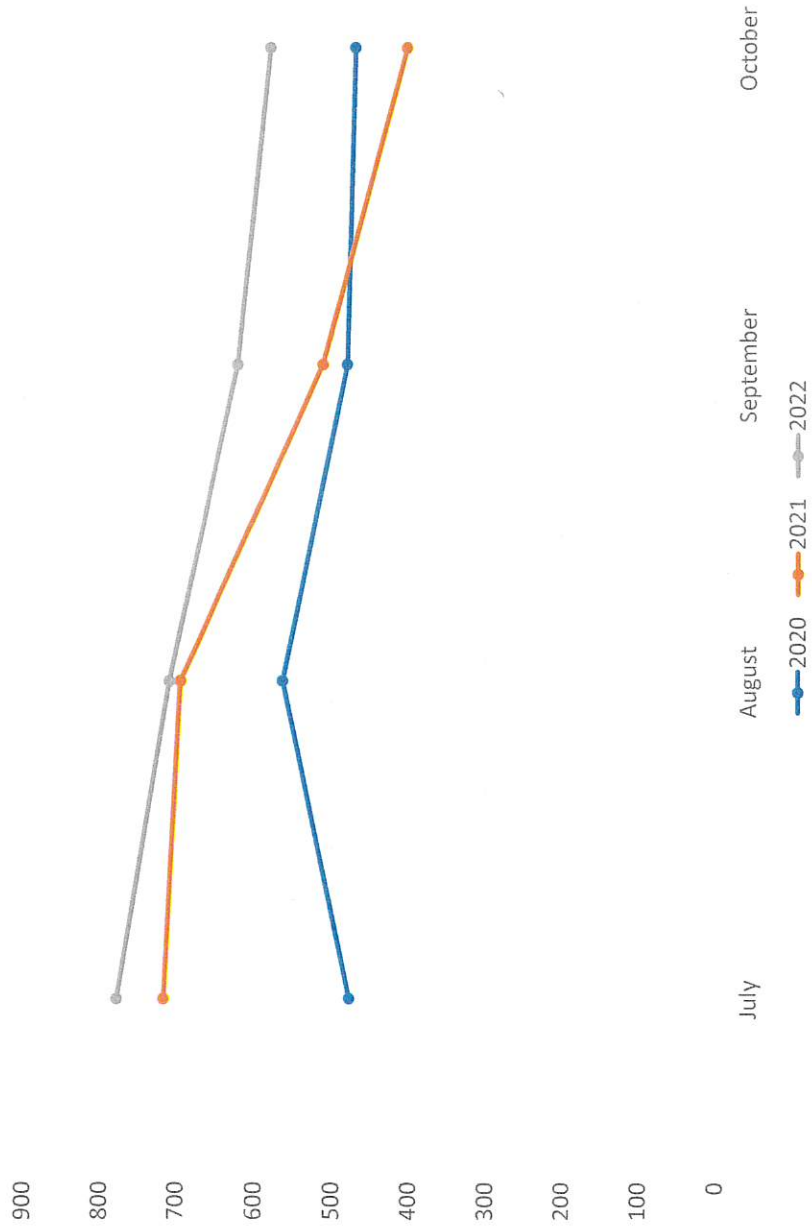
FY 2020-21/FY 2022-23 DAR/NWR COMPARABLES



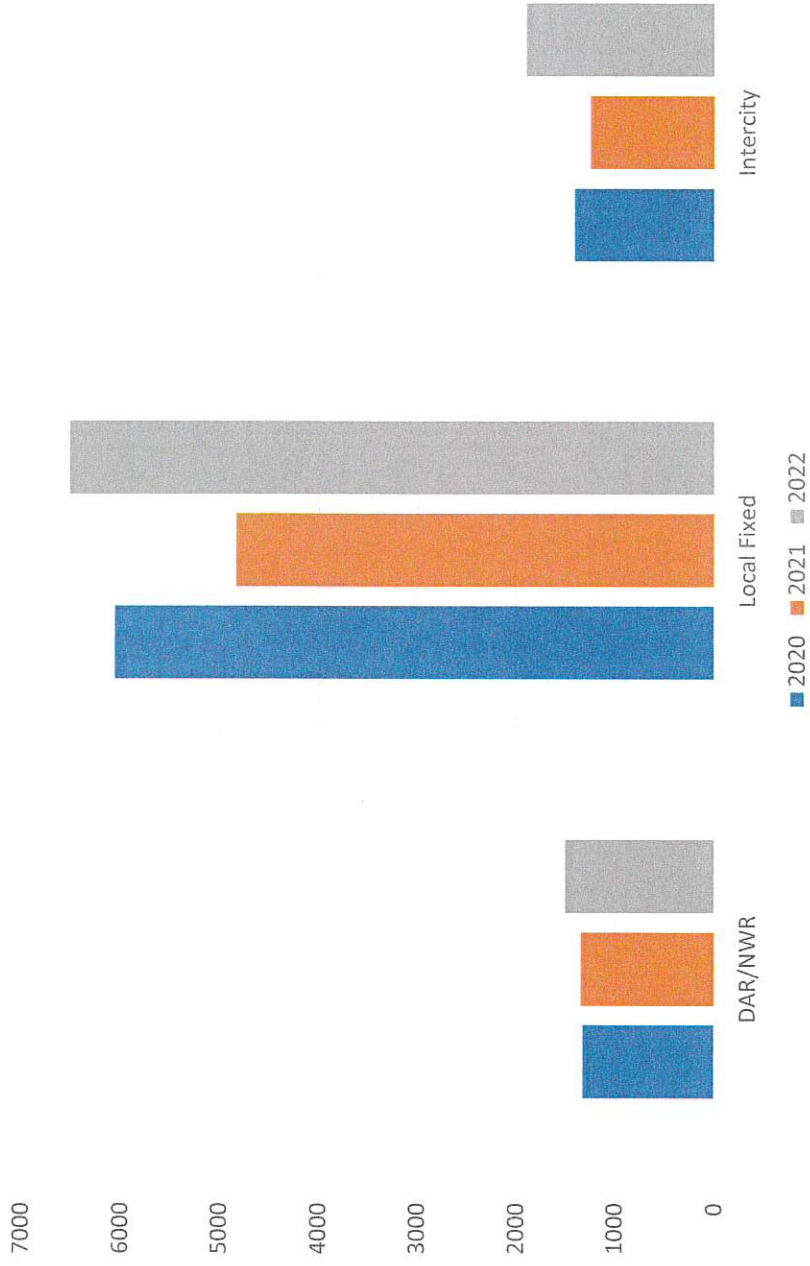
### TILLAMOOK TOWN LOOP 2020-21/2022-23 COMPARABLES



RT 5 (TILLAMOOK/PORTLAND) 2020-21/2022-23 COMPARABLES



### Major Ridership Performance +/- YoY



# nwCONNECTOR

## Coordinating Committee **Hybrid** Meeting

November 14, 2022

10:00 am—12:00 pm

**Benton Area Transit District Office**

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/87552290259>

**Call In: 1 253 215 8782**

**Meeting ID: 875 5229 0259**

### Agenda

10:00— 10:15a	1. Introductions. Welcome to guests.	Cynda Bruce
10:15— 10:35a	2. Consent Calendar ( <b>Action Item</b> ) 🚦 October Meeting Minutes (Attached) 🚦 Financial Report 🚦 Ridership Tracking	Cynda Bruce/All
10:35— 10:50a	3. NWOTA Standing Items 🚦 Marketing Update 🚦 Website Update	Sarah Lu Heath
10:50- 11:05a	4. Bus Stop Project Update	Jeff Hazen
11:05- 11:20a	5. Token Transit & Multi-Day/Family Passes	All
11:20- 11:30p	6. Other Business	All
11:30a – 12:00p	7. Member Updates	All

#### Attachments:

September Meeting Minutes  
Ridership/Passenger Mile Tracking

NWOTA meetings are open to the public and accommodations will be provided to persons with disabilities. If a sign language interpreter is needed, please call Sarah Lu Heath at 971.328.2877 at least 48 hours prior to the meeting.



**NWOTA Meeting Minutes**  
**October 14, 2022**

**In attendance:** Cynda Bruce, John Dreeszen, Jeff Hazen, Sarah Lu Heath, Arla Miller, Mike Reed.

**Consent Calendar Reviewed:** Minutes were reviewed. An update on the state of affairs at TCTD was provided by Mike Reed: an NDAO staffer has come on board to serve in the interim while TCTD works through the hiring process to hire a finance director. Thus far in the fiscal year, there have been very few transactions. Anticipated invoices and their timing were discussed.

Ridership and Emissions reporting were reviewed. Discussion of overall ridership trends highlighted the importance of the Amtrak interline agreement.

Motion to approve was made by Jeff Hazen and seconded by John Dreeszen; the motion passed unanimously.

**Marketing Updates:** Sarah Lu provided an update on the RFP process and it was decided to enter into negotiation with Trillium for marketing and advertising services.

**Bus Stop Updates:** The LOI for STIF Discretionary funds was submitted.

**Contract Updates:** The webservices contract with Trillium

**Other Business:** Due to the Veterans Day holiday, the next NWOTA meeting will be held on Monday, November 14<sup>th</sup> at the Benton Area Transit District office in Corvallis.

**Member Updates:** Discussion about best practices for hiring drivers. Update from TCTD: Search for new Director has not succeeded and Mike Reed will continue in the interim role. They are also looking at implementing token transit.

Meeting was adjourned at 11:45am.

**Tillamook County Transportation District**  
Board of Directors Special Meeting  
Thursday, October 20, 2022 – 6:00PM  
Transportation Building  
3600 Third Street, Tillamook, OR  
**Meeting Minutes**



1. **Call to Order:** Board Chair Mary Johnson called the meeting to order at 6:00 pm.

2. **Pledge of Allegiance**

3. **Roll Call:**

**Present**

**TCTD Board of Directors**

Mary Johnson, Board Chair (Zoom)  
Judy Riggs, Vice Chair  
Jackie Edwards, Director (Zoom)  
Linda Adler, Secretary (Zoom)  
Marty Holm, Director  
Gary Hanenkrat, Treasurer

**TCTD Staff**

Natalie Zuercher, Admin Assistant/ Board Clerk  
Mike Reed, Operations Superintendent (ABSENT)  
Cathy Bond, NWR Brokerage Manager

**Guests**

Susan Shepard, Temp Financial Supervisor  
Matthew Kahl, Legal Team (Jordan Ramis)  
Will Cheppell, Headlight Herald  
Eric Morris, Guest  
Kathy Klezeck, NWOTD  
Jay Mayernik, Locks Transportation

4. **Announcements and Changes to Agenda:**

- a. AA Zuercher announced addition of action item #18: Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services
- b. AA Zuercher announced the removal of TAC Committee from Discussion Items.
- c. BM Bond announced the removal of TAC Committee from discussion items.

5. **Public & Guest Comments:**

- a. None.

6. **Executive Session:** ORS 192.660 (2)(A) Employment of Public Officers, Employees, and Agents
  - a. The TCTD Board of Directors entered executive session at 6:04 PM and came out of executive session at 6:24 PM.

**Motion** by Dir. Edwards to Allow IGM Mike Reed to make hiring decisions for the district.  
*Motion Seconded* by Dir. Adler.

**Motion Passed**

By Directors Hanenkrat, Adler, Riggs,  
Holm, Edwards, and Board Chair Johnson.

**REPORTS**

7. **Financial Report: BM Bond Reviewed the TCTD year-to-date financial report through July 2022.**
  - a. Not ready to produce financials, still need to do some double checking. We are holding off one more month. Hope to be caught up at November meeting. Meeting with Dir. Hanenkrat next week to help us work through some things to make
  - b. Reconciled August bank statements and working on September bank reconcile. Making great progress but want to make sure its accurate.
8. **Service Measure Performance Report: BM Bond gave the service performance report through July 2022.**
  - a. Systemwide ridership up 18.8%.
  - b. DAR up 16.3%.
  - c. DFR 10.3%.
  - d. Intercity up 22.4%YTD.
  - e. All ridership up except for Amtrak.
  - f. Graphs from IGM Reed show ridership. Will explain at November board meeting.
  - g. Can't complete all financials so not all report is here.
9. **Northwest Oregon Transit Alliance: BM Bond shared updates from the last partner meeting.**
  - a. Did have meeting last Friday.
  - b. Working towards STIF funding.
  - c. Reviewed all financials and agree that they look good.
10. **Planning & Development: BM Bond shared the following updates:**
  - a. Still on task on track with implementing service expansion in Jan. 3<sup>rd</sup> route to Portland Align route 3 and 4. Return 5 trips to Oceanside to Netarts.
  - b. Route 2B will be renamed. The Port run is doing very well so we are changing the number because of this to Route 6.

- c. Trask River RV Park was a lot of ridership with DAR because of no bus service but now we have elevated a lot of these trips. Helping Hands and Jail are contributions to this as well.

**11. Grant Funding: BM Bond gave the following updates:**

- a. TAC meeting with recommendations to TAC about STIF discretionary grant. State has \$13.8 million in grant but not get this confused with formula. State requires LOI's with these discretionary, TCTD has sent maximum of 4 letters.
- b. NWOTA bus stop improvement is one of them, one at Walmart in Clatsop County, Alder Street in Tillamook County (Pacific City), Newport is also building one. These cost a lot of money so this fund will help complete this project.
- c. Intercity Services with other LOI. Vehicle replacement for 60/70x Route, discretionary grant is a great opportunity for this. This will free up formula.
- d. Dir. Holm asked about money with old discretionary funds included with budget.
  - i. BM Bond replied this is new money. We didn't budget for discretionary, they just announced it.
  - ii. Dir. Holm asked about modifications to LOI.
  - iii. BM Bond replied we still must have core of existence, but we can work around amounts. We are hoping to free up formula money. The busses are still going to be purchased regardless, we must replace fleet.
- e. Last LOI for software updates at TCTD. This is regarding Transit Ace being super fragile. We are working quickly to replace this. We asked for \$250,000 but we don't know cost yet. We have investigated finance software replacement, but we are hearing from others our software is good. We are more interested in ridership software. Beginning of November, we will complete grant app with hard numbers.
  - i. BM Bond added that we make come under budget with this. Took it to TAC, they liked LOI, next step is to get a grant application started. If TAC agrees, we will bring it to board for approval.
  - ii. BM Bond said that you can't buy vehicles with these grants, these are only for expansion.

**Grant Funding: BM Bond gave the following updates:**

- f. Discussed the continuity with planning and grant funding. To redirect mobility to maintenance to purchase the lift and replace the floor. Discussed this with Arla, we are allowed to amend agreement.

**12. Facility/Property Management: BM Bond gave the following updates:**

- a. Still underway, bid for transit center and main office renovations. Will be brought to you in December. It will take approx. 6 months. All things approved by board will finish in late spring.

**13. NW Ride Brokerage: BM Bond gave the following updates:**

- a. October 31<sup>st</sup> NWR will take over DAR. In anticipation off January service expansion. 4:30 am – 9:30 pm someone will be here supporting operations.

We have done this before; we took calls pre-covid for a year. Its beneficial to community because of amount of people available to answer calls.

**14. Miscellaneous:**

- a. None

**CONSENT CALENDAR**

15. Motion to Approve the Minutes of September 22, 2022, Regular Board Meeting

**Motion** by Dir. Riggs to approve Consent Calendar. *Motion Seconded* by Dir. Holm.

**Motion Passed**

By Directors Hanenkrat, Adler, Riggs, Holm, Edwards, and Board Chair Johnson.

**ACTION ITEMS**

16. Resolution #22-25 In the Matter of Authorizing the Interim General Manager to Execute an ODOT Section 5310 Grant Agreement No. 35193

**Motion** by Dir. Holm to Motion to Approve Resolution #22-25 In the Matter of Authorizing the Interim General Manager to Execute an ODOT Section 5310 Grant Agreement No. 35193. *Motion Seconded* by Dir. Hanenkrat.

**Motion Passed**

By Directors Hanenkrat, Riggs, Holm, Edwards, Adler, and Board Chair Johnson.

17. Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services

**Motion** by Dir. Riggs to Motion to Approve Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services with correct amount. *Motion Seconded* by Dir. Holm.

**Motion Passed**

By Directors Hanenkrat, Riggs, Holm, Edwards, Adler, and Board Chair Johnson.



## **DISCUSSION ITEMS**

### **18. Staff Comments/Concerns:**

Operations Superintendent/Interim General Manager Reed: None.

NW Rides Brokerage Manager Bond: Thank you for patience with financials, don't want to put anything out that I can't stand behind. Susan and I are going to truck through it.

Administrative Assistant Zuercher: Downtown Trick or Trolley is running on October 31<sup>st</sup> for Halloween with stops at YMCA, PUD, and Pioneer Museum.

### **19. Board of Directors Comments/Concerns:**

Board Chair Johnson: Thank you Cathy for filling in for Mike on short notice. Thank you, Natalie, and Thank you Susan. Thank you to fellow board members for being awesome.

Dir. Riggs: Thank you I agree with everyone.

Dir. Adler: The staff, I really appreciate you all pulling together, happy to support you all. Thanks, Cathy for rising to the occasion.

Dir. Edwards: Thanks to the staff, this has been difficult, you have done so well and work so hard. Doug would be so proud of you all. Glad to be a part of an organization where you all care.

Dir. Hanenkrat: You guys have had a couple rough months; you are doing a great job.

Dir. Holm: Stand with everyone else. Thanks for keeping it rolling.

**Adjournment:** Board Chair Johnson adjourned the meeting at 6:55

pm. **These minutes approved this 17<sup>th</sup> day of November 2022.**

ATTEST:

---

Mary Johnson, Board Chair

---

Mike Reed, Interim General Manager

**BEFORE THE BOARD OF DIRECTORS  
OF THE  
TILLAMOOK COUNTY TRANSPORTATION DISTRICT**

**Authorizing the Interim General Manager )  
To Amend the Agreement With )  
Ride Connection to Extend the )  
Term of the Agreement )**

**RESOLUTION NO. 22-26**

**WHEREAS**, Ride Connection is a non-profit organization dedicated to providing transportation options to those in need; and

**WHEREAS**, in September 2009, the Tillamook County Transportation District entered into an agreement whereby Ride Connection will pay the District to provide passenger service in Banks and North Plains; and

**WHEREAS**, the District has provided service to numerous individuals in Banks and North Plains and the program has been successful to date; and

**WHEREAS**, the District wishes to extend the term of the agreement until June 30, 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Tillamook County Transportation District Board of Directors:

that the Tillamook County Transportation District Board of Directors hereby authorizes the General Manager to execute the amendment to the agreement with Ride Connection on behalf of the District extending the term of the agreement to June 30, 2024.

INTRODUCED AND ADOPTED this 17<sup>th</sup> day of November 2022.

ATTEST:

By: \_\_\_\_\_  
Mary Johnson, Board Chair

By: \_\_\_\_\_  
Mike Reed, Interim General Manager



**REINSTATEMENT AND MODIFICATION TO CONTRACT # TLMK-2009  
Between Ride Connection, Inc., and Tillamook County Transportation District  
Original Contract Dated 09/13/2009**

This Reinstatement and Modification of Contract Agreement number TLMK-2009 is made and entered into as of the date of the last signature below by and between Ride Connection, Inc., hereinafter referred to as "Ride Connection" and Tillamook County Transportation District, 3600 Third Street, Suite A Portland, Oregon 97141, hereinafter referred to as "Contractor".

**RECITALS**

WHEREAS, Ride Connection and Contractor entered into that certain Contract Agreement number TLMK-2009 effective on September 13, 2009, incorporated herein by this reference (the Agreement);

WHEREAS, Ride Connection and Contractor intended to modify the Agreement to extend its effectiveness through June 30, 2024;

WHEREAS, the proposed modification number 9 to extend the effectiveness of the Agreement and otherwise modify it was not executed by the parties prior to the Contractor's expiration date;

WHEREAS, the Agreement expired on June 30, 2022, in accordance with its terms; and;

WHEREAS, Ride Connection and Contractor desire to reinstate the Agreement in its entirety as of June 30, 2022, and to modify the Agreement (once reinstated) to extend its effectiveness through June 30, 2024, as set forth herein.

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree to the following:

**REINSTATEMENT AND MODIFICATION**

1. Reinstatement. Ride Connection and Contractor hereby reinstate the Agreement in its entirety as of June 30, 2022 and agree that the Agreement was and is in full force and effect from its effective date through the date of this Reinstatement and Modification. Ride Connection and Contractor further agree that, upon the amendment of Section 1. "Term" of the Agreement pursuant to Paragraph 3a below, the Agreement was, is and will be in full force and effect from the effective date through the expiration date set forth in Section 1. "Term", as modified, subject to the termination provisions otherwise set forth in the

Agreement.

2. Modification. This amendment shall become effective on the June 30, 2022 regardless of the date of signature.
3. The Agreement is hereby amended as follows:
  - a. Section 1 "Term" is hereby modified to change the expiration date from **June 30, 2022** to June 30, 2024.
4. Except as expressly amended above, all other terms and conditions of the original Agreement and any previous modifications are still in full force and effect.
5. **CONTRACTOR, BY EXECUTION OF THIS MODIFICATION, HEREBY ACKNOWLEDGES THAT CONTRACTOR HAS READ THIS MODIFICATION, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.**

**Entered into Agreement By:**

**Ride Connection, Inc.**

**Tillamook County Transportation District**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal Tax Identification Number



Tillamook County Transportation District  
Board of Directors Application

---

Name of Applicant:

Street Address:

Mailing Address:

Home Phone:

Cell Phone:

Email Address:

Present Employment (If not presently employed, enter "N/A" or "Retired")

Previous Employment

Prior Governmental Experience (elected or appointed)

Prior Board Service Experience, other than governmental

Other Community Affiliations

Are you knowledgeable about the public transportation needs of resident or employees located within or traveling to and from Tillamook County?    Yes            No

If yes, please describe:

Why do you wish to serve on the TCTD Board of Directors?



**Primary Performance Measures Report  
thru August 2022**

	Passengers per Hour	Cost per Trip	Cost per Hour	Farebox Return %
<b><u>Dial-A-Ride</u></b>				
Dial-A-Ride	2.0	\$ 47.36	\$ 94.58	12.3%
NW Rides	1.0	\$ 100.92	\$ 101.23	75.7%
<b>Total</b>	<b>1.5</b>	<b>\$ 65.44</b>	<b>\$ 97.93</b>	<b>45.3%</b>
<b><u>Deviated Route</u></b>				
Rt 1: Town Loop	9.3	\$ 9.53	\$ 88.85	7.1%
Rt 2A: Oceanside	1.6	\$ 55.18	\$ 89.82	1.9%
Rt 2B: PORT	5.5	\$ 16.55	\$ 91.38	5.7%
Rt 3: Manzanita	4.4	\$ 23.44	\$ 102.63	6.6%
Rt 4: Lincoln City	2.8	\$ 38.22	\$ 108.73	4.9%
<b>Total</b>	<b>5.1</b>	<b>\$ 19.38</b>	<b>\$ 98.15</b>	<b>5.6%</b>
<b><u>Intercity</u></b>				
Rt 5: Portland	2.5	\$ 44.06	\$ 111.30	21.9%
Rt 60X: Salem	3.0	\$ 37.30	\$ 112.90	9.2%
Rt 70X: Grand Ronde	2.0	\$ 54.83	\$ 112.01	2.9%
<b>Total</b>	<b>2.6</b>	<b>\$ 42.75</b>	<b>\$ 112.12</b>	<b>12.4%</b>
<b><u>Other Services</u></b>				
Trippers	0.4	\$ 243.76	\$ 87.06	0.3%
SBO	6.4	\$ 15.70	\$ 99.92	0.0%
<b>Total</b>	<b>6.1</b>	<b>\$ 16.29</b>	<b>\$ 99.34</b>	<b>0.0%</b>
<b>FY 2020-21 YTD</b>	<b>3.5</b>	<b>\$ 29.09</b>	<b>\$ 101.56</b>	<b>18.2%</b>
<b>FY 2019-20 YTD</b>	<b>3.2</b>	<b>\$ 24.57</b>	<b>\$ 77.44</b>	<b>24.0%</b>
<b>Percent Change</b>	<b>10.8%</b>	<b>18.4%</b>	<b>31.2%</b>	<b>-23.8%</b>

# MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
---------------	---------------------	---------------	-------------------------

## Dial-A-Ride Services

Aug-21	1.5	50.0%	92.70
May-22	1.4	50.5%	91.40
Jun-22	1.4	51.9%	92.36
Jul-22	1.5	37.8%	120.90
Aug-22	1.5	45.3%	97.93

## Deviated Fixed Routes

Aug-21	4.5	7.4%	93.29
May-22	4.3	5.6%	91.98
Jun-22	4.3	5.6%	93.01
Jul-22	5.1	4.2%	120.07
Aug-22	5.1	5.6%	98.15

## Intercity Services

Aug-21	2.4	12.8%	106.02
May-22	2.0	9.5%	106.33
Jun-22	2.0	9.7%	107.44
Jul-22	2.6	10.0%	135.83
Aug-22	2.6	12.4%	112.12

## Other Services

Aug-21	3.4	0.0%	84.47
May-22	3.1	0.4%	81.13
Jun-22	3.1	0.3%	82.02
Jul-22	6.2	0.0%	118.21
Aug-22	6.1	0.0%	99.34

Dial-a-Ride includes County-wide DAR, NW Rides, Veterans Transportation

Deviated Fixed Routes: 1 Town Loop, 2A Oceanside, 2B POTB, 3 Manzanita/Cannon Beach, 4 Lincoln City

Intercity Routes: 5 Portland, 60X Coastal Connector, 70X Salem/Grand Ronde

Other Services: Trippers, Special Bus Operations/PC Free Shuttle

**Primary Performance Measures Report  
thru Sept 2022**

	Passengers per Hour	Cost per Trip	Cost per Hour	Farebox Return %
<b><u>Dial-A-Ride</u></b>				
Dial-A-Ride	2.0	\$ 44.65	\$ 88.01	12.5%
NW Rides	1.0	\$ 92.70	\$ 94.17	81.5%
<b>Total</b>	<b>1.5</b>	<b>\$ 61.40</b>	<b>\$ 91.15</b>	<b>48.8%</b>
<b><u>Deviated Route</u></b>				
Rt 1: Town Loop	9.6	\$ 8.76	\$ 83.78	7.5%
Rt 2A: Oceanside	1.6	\$ 53.72	\$ 84.62	1.9%
Rt 2B: PORT	5.2	\$ 16.39	\$ 85.98	5.4%
Rt 3: Manzanita	4.3	\$ 22.19	\$ 95.75	6.9%
Rt 4: Lincoln City	2.7	\$ 36.77	\$ 101.05	5.1%
<b>Total</b>	<b>5.1</b>	<b>\$ 18.13</b>	<b>\$ 91.86</b>	<b>5.9%</b>
<b><u>Intercity</u></b>				
Rt 5: Portland	2.4	\$ 42.87	\$ 103.55	22.9%
Rt 60X: Salem	3.0	\$ 35.32	\$ 104.94	9.5%
Rt 70X: Grand Ronde	2.2	\$ 46.47	\$ 104.17	3.4%
<b>Total</b>	<b>2.6</b>	<b>\$ 40.08</b>	<b>\$ 104.26</b>	<b>13.0%</b>
<b><u>Other Services</u></b>				
Trippers	1.1	\$ 77.97	\$ 82.24	0.9%
SBO	6.7	\$ 14.10	\$ 93.81	0.0%
<b>Total</b>	<b>6.3</b>	<b>\$ 14.76</b>	<b>\$ 93.10</b>	<b>0.0%</b>
<b>FY 2020-21 YTD</b>	<b>3.4</b>	<b>\$ 27.54</b>	<b>\$ 94.74</b>	<b>19.9%</b>
<b>FY 2019-20 YTD</b>	<b>3.0</b>	<b>\$ 29.52</b>	<b>\$ 90.02</b>	<b>21.6%</b>
<b>Percent Change</b>	<b>12.8%</b>	<b>-6.7%</b>	<b>5.2%</b>	<b>-7.9%</b>

# MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<b><u>Dial-A-Ride Services</u></b>			
Sep-21	1.5	55.2%	88.30
Jun-22	1.4	51.9%	92.36
Jul-22	1.5	37.8%	120.90
Aug-22	1.5	45.3%	97.93
Sep-22	1.5	48.8%	91.15
<b><u>Deviated Fixed Routes</u></b>			
Sep-21	4.4	7.7%	88.14
Jun-22	4.3	5.6%	93.01
Jul-22	5.1	4.2%	120.07
Aug-22	5.1	5.6%	98.15
Sep-22	5.1	5.9%	9.86
<b><u>Intercity Services</u></b>			
Sep-21	2.3	12.0%	100.09
Jun-22	2.0	9.7%	107.44
Jul-22	2.6	10.0%	135.83
Aug-22	2.6	12.4%	112.12
Sep-22	2.6	13.0%	104.26
<b><u>Other Services</u></b>			
Sep-21	3.3	1.0%	79.95
Jun-22	3.1	0.3%	82.02
Jul-22	6.2	0.0%	118.21
Aug-22	6.1	0.0%	99.34
Sep-22	6.3	0.0%	93.10

Dial-a-Ride includes County-wide DAR, NW Rides, Veterans Transportation

Deviated Fixed Routes: 1 Town Loop, 2A Oceanside, 2B POTB, 3 Manzanita/Cannon Beach, 4 Lincoln City

Intercity Routes: 5 Portland, 60X Coastal Connector, 70X Salem/Grand Ronde

Other Services: Trippers, Special Bus Operations/PC Free Shuttle

Tillamook County Transportation District

Normal Trial Balance

From 9/1/2022 Through 9/30/2022

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account #4558	374,639.50	
1006	Payroll Checking	10,226.52	
1009	NW RIDES ACCOUNT	754,752.95	
1011	Prop. Mgmt. Checking-#7071	36,314.51	
1020	LGIP - General Account	377,993.36	
1030	LGIP - Capital Reserve	2,208,200.79	
1040	Petty Cash	200.00	
		<hr/>	<hr/>
Report Total		3,762,327.63	0.00
		<hr/> <hr/>	<hr/> <hr/>
Report Difference		3,762,327.63	





# Tillamook County Transportation District

## Financial Statement

From 9/1/2022 Through 9/30/2022

	Current		Current Year		Total Budget	Total Budget Variance	16%
	Period Actual	Period Budget	Actual				
<b>Resources</b>							
Working Capital							
Fares	3500	0.00	3,750.00	0.00	2,971,835.00	(2,971,835.00)	0.00%
Contract Revenue	4000	20,835.50	22,916.67	65,574.70	200,000.00	(134,425.30)	32.78%
NWR Revenue	4020	46,539.82	79,583.33	136,386.81	955,000.00	(818,613.19)	14.28%
Property Tax	4026	0.00	0.00	20,607.87	0.00	20,607.87	0.00%
Past Years Property Tax	4100	0.00	89,510.33	0.00	1,074,124.00	(1,074,124.00)	0.00%
State Timber Revenue	4110	1,625.47	2,916.67	12,747.19	25,000.00	(12,252.81)	50.98%
Mass Transit State Payroll Tax	4120	0.00	25,000.00	49,921.68	325,000.00	(275,078.32)	15.36%
STIF Formula	4130	0.00	7,083.33	29,042.43	85,000.00	(55,957.57)	34.16%
Capital Grants	4135	0.00	0.00	89,888.00	371,262.00	(281,374.00)	24.21%
Grants - FTA 5311	4210	0.00	73,691.08	0.00	884,293.00	(884,293.00)	0.00%
Grants - COVID	4220	0.00	87,752.92	0.00	1,053,035.00	(1,053,035.00)	0.00%
Grants - STF	4221	0.00	0.00	0.00	690,000.00	(690,000.00)	0.00%
Grants - 5311 (f)	4230	0.00	0.00	16,925.00	67,700.00	(50,775.00)	25.00%
Grants - 5310	4240	0.00	36,750.00	0.00	441,000.00	(441,000.00)	0.00%
Grants - 5305	4245	0.00	12,619.08	0.00	151,429.00	(151,429.00)	0.00%
Special Bus Operations	4246	0.00	2,953.17	0.00	35,438.00	(35,438.00)	0.00%
Miscellaneous Income	4300	0.00	83.33	846.50	1,000.00	(153.50)	84.65%
Sale of Assets - Income	4400	0.00	7,083.33	3,868.37	85,000.00	(81,131.63)	4.55%
Interest Income	4410	0.00	0.00	0.00	10,000.00	(10,000.00)	0.00%
Lease Income	4510	3,907.77	958.34	9,306.09	11,500.00	(2,193.91)	80.92%
Lease Operational Exp Income	4900	3,200.00	2,000.00	6,800.00	24,000.00	(17,200.00)	28.33%
Transfer From General Fund	4910	0.00	1,250.00	978.29	15,000.00	(14,021.71)	6.52%
Transfer from STF Fund	4911	0.00	0.00	0.00	39,000.00	(39,000.00)	0.00%
	4916	0.00	0.00	0.00	50,039.00	(50,039.00)	0.00%

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Date: 11/17/22 06:05:28 PM

# Tillamook County Transportation District

## Financial Statement

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
Transfer from NWOA	4917 0.00	0.00	0.00	3,000.00	(3,000.00)	0.00%
Transfer from STIF Fund	4918 0.00	0.00	0.00	700,000.00	(700,000.00)	0.00%
<b>Total Resources</b>	<u>76,108.56</u>	<u>455,901.58</u>	<u>442,892.93</u>	<u>10,268,655.00</u>	<u>(9,825,762.07)</u>	<u>4.31%</u>
<b>Expenses</b>						
<b>Personnel Services</b>						
Payroll: Administration	5010 28,256.14	40,833.33	88,315.49	490,000.00	401,684.51	18.02%
Payroll: Dispatch	5020 8,299.62	12,615.08	28,549.28	175,000.00	146,450.72	16.31%
Payroll: Drivers	5030 94,172.62	137,500.00	321,859.89	1,650,000.00	1,328,140.11	19.50%
Payroll: Maintenance	5040 7,426.04	12,833.33	27,302.01	154,000.00	126,697.99	17.72%
Payroll Expense	5050 12,119.79	16,250.00	41,049.26	195,000.00	153,950.74	21.05%
Payroll Healthcare	5051 37,309.25	44,833.33	117,172.91	538,000.00	420,827.09	21.77%
Payroll Retirement	5052 4,230.25	8,125.00	14,798.35	97,500.00	82,701.65	15.17%
Payroll Veba	5053 2,804.02	4,041.67	9,701.43	48,500.00	38,798.57	20.00%
Workers Compensation Ins.	5055 0.00	3,750.00	28,230.15	47,000.00	18,769.85	60.06%
<b>Total Personnel Services</b>	<u>194,617.73</u>	<u>280,781.74</u>	<u>676,978.77</u>	<u>3,395,000.00</u>	<u>2,718,021.23</u>	<u>19.94%</u>
<b>Materials and Services</b>						
Miscellaneous Expense	5060 0.01	0.00	(2.90)	0.00	2.90	0.00%
Professional Services	5100 13,980.08	8,333.33	42,358.75	100,000.00	57,641.25	42.35%
Planning	5103 0.00	0.00	0.00	100,000.00	100,000.00	0.00%
Dues & Subscriptions	5120 250.00	1,000.00	250.00	12,000.00	11,750.00	2.08%
Office Equipment R&R	5140 0.00	333.33	450.44	4,000.00	3,549.56	11.26%
Computer R&M	5145 0.00	4,125.00	6,408.40	49,500.00	43,091.60	12.94%
Fees & Licenses	5150 232.98	2,500.00	3,272.96	30,000.00	26,727.04	10.90%
Insurance	5160 0.00	12,916.66	1.28	155,000.00	154,998.72	0.00%

**Tillamook County Transportation District**  
Financial Statement

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
5170 Office Expense	899.31	1,250.00	2,942.44	15,000.00	12,057.56	19.61%
5175 Board Expense	1,904.79	1,083.33	2,607.54	13,000.00	10,392.46	20.05%
5180 Operational Expense	1,243.25	6,041.67	9,994.01	72,500.00	62,505.99	13.78%
5185 Drug & Alcohol Administration	0.00	208.33	45.00	2,500.00	2,455.00	1.80%
5190 Marketing	5,326.79	5,833.33	13,349.01	70,000.00	56,650.99	19.07%
5195 NWOTA Expense	169.80	0.00	169.80	0.00	(169.80)	0.00%
5210 Telephone Expense	1,407.37	1,875.00	3,144.02	22,500.00	19,355.98	13.97%
5220 Travel & Training	940.05	3,916.67	3,220.68	47,000.00	43,779.32	6.85%
5230 Uniforms	0.00	0.00	217.99	0.00	(217.99)	0.00%
5240 Vehicle Expense	4,909.36	10,416.67	34,440.17	125,000.00	90,559.83	27.55%
5245 Diesel & Gasoline Fuel	17,629.87	33,333.33	93,049.21	400,000.00	306,950.79	23.26%
5247 Propane Fuel	0.00	0.00	2,368.62	30,000.00	27,631.38	7.89%
5260 Postage	159.94	166.67	326.03	2,000.00	1,673.97	16.30%
5266 Member Mileage Reimbursement	0.00	0.00	8,000.00	0.00	(8,000.00)	0.00%
5270 Mgmt/Labor Recreation Fund	750.00	275.67	901.81	3,308.00	2,406.19	27.26%
5281 Office Rent	2,150.00	0.00	2,150.00	0.00	(2,150.00)	0.00%
5285 Transit Center Maint	4,377.66	2,083.33	7,194.37	25,000.00	17,805.63	28.77%
5291 COVID Expense	882.04	57,500.00	1,922.04	690,000.00	688,077.96	0.27%
5300 Property Operating Expense	1,505.89	2,125.00	4,408.66	26,000.00	21,591.34	16.95%
5340 Property Maint. & Repair	598.21	2,500.00	7,338.28	30,000.00	22,661.72	24.46%
5346 Operations Facility Maint.	505.04	333.33	3,424.28	4,000.00	575.72	85.60%
Total Materials and Services	59,822.44	158,150.65	253,952.89	2,028,308.00	1,774,355.11	12.52%
Special Payments						
5200 STF Payments to Recipients	4,415.13	5,500.00	8,830.26	17,661.00	8,830.74	49.99%
5201 STFIF Payments to Recipients	0.00	0.00	1,500.00	6,000.00	4,500.00	25.00%

MONTHLY BOD Report w/YTD Budget & Variance-Ito7,10

Date: 11/17/22 06:05:28 PM

# Tillamook County Transportation District

## Financial Statement

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
Total Special Payments	4,415.13	5,500.00	10,330.26	23,661.00	13,330.74	43.66%
Transfers						
Transfer to Property Mgmt	9110 0.00	0.00	0.00	29,000.00	29,000.00	0.00%
Transfer to General Fund	9130 0.00	0.00	0.00	750,039.00	750,039.00	0.00%
Transfer to Vehicle Reserve	9150 0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Transfer to NWOTA Fund	9160 0.00	0.00	0.00	667,923.00	667,923.00	0.00%
Reserve for Future Expenditure	9175 0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
Unappropriated Ending Fund Bal	9180 0.00	0.00	0.00	591,097.00	591,097.00	0.00%
Total Transfers	0.00	0.00	0.00	3,364,894.00	3,364,894.00	0.00%
Capital Outlay						
Debt Service						
PUD Loan Expense	5325 1,205.16	0.00	1,808.11	0.00	(1,808.11)	0.00%
OTIB TVC Loan 0071	5337 0.00	541.67	0.00	6,500.00	6,500.00	0.00%
OTIB Loan 0061	5338 0.00	0.00	0.00	32,000.00	32,000.00	0.00%
Total Debt Service	1,205.16	541.67	1,808.11	38,500.00	36,691.89	4.70%
Capital Purchases						
Building Repair & Renovation	5350 0.00	0.00	840.00	25,000.00	24,160.00	3.36%
Bus Replacement/Addition	6000 0.00	70,833.33	0.00	850,000.00	850,000.00	0.00%
Van Replacement/Addition	6010 0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
Computer Upgrade	6020 0.00	833.33	0.00	10,000.00	10,000.00	0.00%
Fuel Cell Triangulation Point	6021 0.00	0.00	0.00	6,000.00	6,000.00	0.00%
Video & Security Equip Upgrade	6025 0.00	0.00	708.75	0.00	(708.75)	0.00%
Bus Stop Signage/Shelters	6040 0.00	10,416.67	0.00	125,000.00	125,000.00	0.00%
Other Capital Projects	6050 14,695.52	25,607.67	18,733.39	307,292.00	288,558.61	6.09%
Total Capital Purchases	14,695.52	115,607.67	20,282.14	1,418,292.00	1,398,009.86	1.43%

MONTHLY BOD Report w/YTD Budget & Variance-1 to 7,10

Date: 11/17/22 06:05:28 PM

**Tillamook County Transportation District**

Financial Statement

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
Total Capital Outlay	<u>15,900.68</u>	<u>116,149.34</u>	<u>22,090.25</u>	<u>1,456,792.00</u>	<u>1,434,701.75</u>	<u>1.52%</u>
Total Expenses	<u>274,755.98</u>	<u>560,581.73</u>	<u>963,352.17</u>	<u>10,268,655.00</u>	<u>9,305,302.83</u>	<u>9.38%</u>



**Tillamook County Transportation District**  
**Financial Statement**

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	.08%
<b>Resources</b>						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	381,226.21	358,333.33	1,136,506.11	4,300,000.00	(3,163,493.89)	26.43%
<b>Total Resources</b>	<u>381,226.21</u>	<u>358,333.33</u>	<u>1,136,506.11</u>	<u>4,775,000.00</u>	<u>(3,638,493.89)</u>	<u>23.80%</u>
<b>Expenses</b>						
<b>Personnel Services</b>						
Payroll: Administration	27,484.98	31,500.00	88,431.12	378,000.00	289,568.88	23.39%
Payroll: Indirect	1,271.10	833.33	5,171.50	15,000.00	9,828.50	34.47%
Payroll Expense	2,300.17	2,500.00	7,525.55	30,000.00	22,474.45	25.08%
Payroll Healthcare	7,330.66	10,416.67	21,235.22	125,000.00	103,764.78	16.98%
Payroll Retirement	1,326.27	1,666.67	4,626.71	20,000.00	15,373.29	23.13%
Payroll Veba	765.02	1,137.50	2,401.01	13,650.00	11,248.99	17.58%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
<b>Total Personnel Services</b>	<u>40,478.20</u>	<u>48,054.17</u>	<u>129,891.11</u>	<u>582,150.00</u>	<u>452,258.89</u>	<u>22.31%</u>
<b>Materials and Services</b>						
Miscellaneous Expense	0.00	0.00	0.09	0.00	(0.09)	0.00%
Professional Services	0.00	833.33	840.00	10,000.00	9,160.00	8.40%
Office Equipment R&R	0.00	208.33	450.44	2,500.00	2,049.56	18.01%
Computer R&M	0.00	1,250.00	2,950.00	15,000.00	12,050.00	19.66%
Fees & Licenses	24.99	10,962.50	10,049.98	131,550.00	121,500.02	7.63%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	225.22	416.67	2,028.75	5,000.00	2,971.25	40.57%
Operational Expense	178.25	125.00	270.00	1,500.00	1,230.00	18.00%
Telephone Expense	2,036.97	1,666.67	3,828.43	20,000.00	16,171.57	19.14%

NWR Monthly BOD w/YTD Budget & Variance-09

Page: 1

Date: 11/17/22 06:03:14 PM

**Tillamook County Transportation District**  
Financial Statement

From 9/1/2022 Through 9/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	%
5220 Travel & Training	161.80	125.00	311.36	1,500.00	1,188.64	20.75%
5260 Postage	0.00	83.33	9.95	1,000.00	990.05	0.99%
5265 Purchased Transportation	306,635.15	267,500.00	912,109.25	3,210,000.00	2,297,890.75	28.41%
5266 Member Mileage Reimbursement	0.00	12,833.33	40,000.00	154,000.00	114,000.00	25.97%
5267 Volunteer Mileage Reimburse	40,571.03	22,916.67	91,920.06	275,000.00	183,079.94	33.42%
5281 Office Rent	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
5291 COVID Expense	370.23	0.00	370.23	0.00	(370.23)	0.00%
5300 Property Operating Expense	0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services	350,203.64	319,570.83	1,065,809.32	3,842,850.00	2,777,040.68	27.73%
Transfers						
9175 Reserve for Future Expenditure	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Transfers	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Expenses	390,681.84	367,625.00	1,195,700.43	4,775,000.00	3,579,299.57	25.04%

**Tillamook County Transportation District**

Check/Voucher Register

1001 - General Checking Account #4558

From 9/1/2022 Through 9/30/2022

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
17388	9/15/2022	2,940.00	FLEETIO	FLEETIO ANNUAL SUBSCRIPTION 7/22-7/23
17389	9/20/2022	571.00	ALL CLEAR AUDIO AND GLASS LLC	SEPT2022
17390	9/20/2022	131.98	ALSCO - Portland Linen	SEPT2022-Mats (Inv.LPOR2874041,2881255)
17391	9/20/2022	621.78	APW DISTRIBUTING	SEPT2022-BMF Heater repair
17392	9/20/2022	2,368.62	BLUE STAR GAS	SEPT 2022-PROPANE
17393	9/20/2022	425.00	Burden's Muffler & Towing	SEPT2022-TOW - VEHICLE #200
17394	9/20/2022	1,500.00	Care Inc.	Q2 2022 - STIF QTRLY 22-23
17395	9/20/2022	35,793.78	CARSON OIL CO INC	AUG 2022 FUEL 2 stmt
17396	9/20/2022	385.49	CINTAS	AUG 2022-SHOP SUPL,UNIFORMS
17397	9/20/2022	2,135.00	Coast Printing & Stationery	OCT 2022
17398	9/20/2022	153.82	COMCAST	COMCAST AUG 2022-Internet 70x Salem
17399	9/20/2022	3,222.05	COUNTRY MEDIA	AUG 2022 - 4212
17399	9/20/2022	220.10	COUNTRY MEDIA	AUG 2022-4213
17400	9/20/2022	154.29	CRYSTAL AND SIERRA SPRINGS	AUG 2022-WATER
17401	9/20/2022	750.00	DEBBIE D'S	SEPT2022
17402	9/20/2022	243.66	EB TOOLS LLC	SEPT 2022 STMT
17403	9/20/2022	1,572.15	FleetPride, Inc.	AUG2022-FLEET SUPL
17404	9/20/2022	50.00	Gary A. Hanenkrat	AUG 2022 BOD
17405	9/20/2022	708.75	IconiPro Security & Alarms	AUG 2022-CASH ROOM CAMERA
17406	9/20/2022	1,170.00	INNOVA LEGAL ADVISORS	AUG2022 LEGAL SERV.
17407	9/20/2022	50.00	JACKIE EDWARDS	AUG 2022 BOD
17408	9/20/2022	50.00	JUDY RIGGS	AUG 2022 BOD
17409	9/20/2022	151.81	KATHLEEN SCHWABE	TCTD ATU ANNUAL PICNIC
17410	9/20/2022	50.00	Linda Adler	AUG 2022 BOD
17411	9/20/2022	4,415.13	Marie Mills Center, Inc	Q2 2022 STIF- QTRLY 22-23
17412	9/20/2022	50.00	MARTY HOLM	AUG 2022 BOD
17413	9/20/2022	50.00	MARY JOHNSON	AUG 2022 BOD
17414	9/20/2022	2,150.00	NATHAN LEVIN	SEPT & OCT 2022- Lease for Salem facility 70X
17415	9/20/2022	24.00	NEW AGE CAR WASH	AUG 2022-VAN WASHES
17416	9/20/2022	26.62	Office Depot Credit Plan	AUG 2022 - OFFICE SUPL
17417	9/20/2022	6.00	OR DEPT OF MOTOR VEHICLES	AUG 2022 DMV CK
17418	9/20/2022	57.56	PORTLAND GENERAL	AUG 2022-ELECTIC 70X
17419	9/20/2022	130.36	PREMIER TRUCK GROUP	AUG 2022-REPAIR
17420	9/20/2022	220.00	Prevailing Communications	AUG 2022-PORTABLE RADIO REPAIR
17421	9/20/2022	75.00	RJ'S LOCK & KEY LLC	TROLLEY KEYS
17422	9/20/2022	565.03	Schetky Northwest Sales, Inc.	AUG 2022
17423	9/20/2022	44.55	Tillamook Motor Co.	AUG 2022 - PARTS
17424	9/20/2022	205.03	Tillamook PUD	AUG-SEPT2022 ACCT.#113828
17424	9/20/2022	84.03	Tillamook PUD	AUG-SEPT 2022-ACCT.57186
17424	9/20/2022	61.34	Tillamook PUD	AUG-SEPT2022 ACCT 59689
17425	9/20/2022	49.95	VANIR BROADBAND, INC.	OCT 2022-RADIO INTERNET
17426	9/20/2022	392.95	VERIZON	AUG 2022 - TABLET DATA
17427	9/23/2022	118.60	City Of Tillamook	AUG 2022 - UTILITY
17428	9/23/2022	616.83	WAVE	SEPT2022
17429	9/23/2022	1,312.90	Marie Mills Center, Inc	AUG2022 JANITORIAL
17430	9/23/2022	115.00	North Coast Lawn	AUG 2022 LANDSCAPE MAINT
17431	9/23/2022	40.00	CENTURYLINK	AUG2022
17432	9/23/2022	1,172.95	Fred Meyer Customer Charges	AUG-SEPT2022
17432	9/23/2022	83.84	Fred Meyer Customer Charges	AUG-SEPT2022
17433	9/30/2022	385.10	O'REILLY AUTOMOTIVE STORES	CSK AUG 2022 SHOP INVENTORY
17433	9/30/2022	866.58	O'REILLY AUTOMOTIVE STORES	JULY 2022 SHOP SUPPLIES
17434	9/30/2022	715.34	EB TOOLS LLC	SHOP TOOLS
17435	9/30/2022	50.00	Gary A. Hanenkrat	BOD Sept 2022

**Tillamook County Transportation District**

Check/Voucher Register

1001 - General Checking Account #4558

From 9/1/2022 Through 9/30/2022

<u>Docume... Number</u>	<u>Document Date</u>	<u>Transaction Amount</u>	<u>Payee</u>	<u>Transaction Description</u>
17436	9/30/2022	50.00	JACKIE EDWARDS	BOD Sept 2022
17437	9/30/2022	50.00	JUDY RIGGS	BOD Sept 2022
17438	9/30/2022	3,460.61	LES SCHWAB WAREHOUSE CENTER	LS AUG 2022
17439	9/30/2022	50.00	Linda Adler	BOD Sept 2022
17440	9/30/2022	50.00	MARTY HOLM	Sept 2022 BOD
17441	9/30/2022	50.00	MARY JOHNSON	BOD Sept 2022
17442	9/30/2022	4,511.36	DAVISON AUTO PARTS, INC.	AUG 2022 VEHICLE MAINT.
17442	9/30/2022	691.93	DAVISON AUTO PARTS, INC.	NAPA SEPT 2022
17443	9/30/2022	69.46	Rosenberg Builders Supply	AUG 2022 SHOP/MAINT. SUPL
17443	9/30/2022	<u>359.67</u>	Rosenberg Builders Supply	SEPT 2022
Report Total		<u>78,847.00</u>		

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT

From 9/1/2022 Through 9/30/2022

Document Nu	Document Da	Transaction Amou	Payee	Transaction Description
3681	9/15/2022	0.00		
3688	9/15/2022	2,882.63	JANNA SMITH	NWR VOL AUG 2022
3689	9/15/2022	3,712.88	JOHN REKART JR	NWR VOL AUG 2022
3690	9/15/2022	4,812.63	KANDIS LIDAY	NWR VOL AUG 2022
3691	9/15/2022	222.00	MEDIX AMBULANCE	NWR VOL AUG 2022
3692	9/15/2022	4,061.38	SEAN REKART	NWR VOL AUG 2022
3693	9/15/2022	3,761.13	WILLIAM NERENBERG	NWR VOL AUG 2022
3694	9/23/2022	1,468.32	WAVE	SEPT2022
3695	9/23/2022	56.85	CENTURYLINK	AUG2022
3696	9/23/2022	370.23	Fred Meyer Customer Charges	AUG-SEPT2022
3697	9/23/2022	33.00	Oregon State Police	AUG 2022 - BACKGROUND
Report Total		21,381.05		

**Tillamook County Transportation District**

Check/Voucher Register

1006 - Payroll Checking #5614

From 9/1/2022 Through 9/30/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
3730	9/13/2022	228.76	JONATHAN LASSITER	MANUAL PR CHECKS SEPT 2022
5731	9/13/2022	421.06	WENDY SMITH	MANUAL PR CHECKS SEPT 2022
5732	9/28/2022	176.66	TABATHA WELCH	MANUAL PR CHECKS SEPT 2022
5733	9/29/2022	0.00	voided	
5737	9/30/2022	0.00	voided	
5738	9/30/2022	1,030.56	ATU LOCAL #757	UNION DUES SEPT 2022
5741	9/21/2022	689.36	PACIFIC SOURCE	PACIFIC SOURCE 10/1-10/31/2022
5742	9/5/2022	765.02	HRA VEBA TRUST	HRA VEBA - SEPT 2022-NWR
5742	9/5/2022	89.66	HRA VEBA TRUST	HRA VEBA - SEPT 2022-ADMIN
5742	9/5/2022	2,412.36	HRA VEBA TRUST	HRA VEBA - SEPT 2022-DRIVER
5742	9/5/2022	302.00	HRA VEBA TRUST	HRA VEBA - SEPT 2022-MAINT
5745	9/30/2022	46,222.39	SPECIAL DISTRICTS INS. SERVICE	OCTOBER HEALTH INSURANCE
Report Total		52,337.83		



**Tillamook County Transportation District**

Check/Voucher Register

1011 - Prop. Mgmt. Checking-#7071

From 9/1/2022 Through 9/30/2022

Document Nu	Document Da	Transaction Amou	Payee	Transaction Description
4508	9/20/2022	2,387.50	CHRISSEY'S CLEANING SERVICE	WELLNESS CENTER CLEAN-JUNE & JULY 2022
4509	9/23/2022	607.58	City Of Tillamook	AUG 2022 - UTILITY
4510	9/23/2022	546.12	Marie Mills Center, Inc	AUG2022 JANITORIAL
4511	9/23/2022	425.00	North Coast Lawn	AUG 2022 LANDSCAPE MAINT
4512	9/23/2022	2,535.20	Tillamook PUD	AUG-SEPT2022 ACCT 55991
4513	9/30/2022	68.31	Rosenberg Builders Supply	AUG 2022 SHOP/MAINT. SUPL
4515	9/23/2022	840.00	JNB MECHANICAL, INC.	Q1 2022 - QTRLY MAINT.
4516	9/23/2022	175.85	CITY SANITARY SERVICE	AUG 2022 -
Report Total		7,585.56		

# Tillamook County Transportation District

## Financial Statement

From 8/1/2022 Through 8/31/2022

Resources	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
3500 Working Capital	0.00	3,750.00	0.00	2,971,835.00	(2,971,835.00)	0.00%
4000 Fares	23,599.00	22,916.67	44,739.20	200,000.00	(155,260.80)	22.36%
4020 Contract Revenue	49,098.73	79,583.33	89,846.99	955,000.00	(865,153.01)	9.40%
4026 NWR Revenue	20,607.87	0.00	20,607.87	0.00	20,607.87	0.00%
4100 Property Tax	0.00	89,510.33	0.00	1,074,124.00	(1,074,124.00)	0.00%
4110 Past Years Property Tax	2,812.45	2,916.67	11,121.72	25,000.00	(13,878.28)	44.48%
4120 State Timber Revenue	49,921.68	25,000.00	49,921.68	325,000.00	(275,078.32)	15.36%
4130 Mass Transit State Payroll Tax	0.00	7,083.33	29,042.43	85,000.00	(55,957.57)	34.16%
4135 STIF Formula	0.00	0.00	89,888.00	371,262.00	(281,374.00)	24.21%
4210 Capital Grants	0.00	73,691.08	0.00	884,293.00	(884,293.00)	0.00%
4220 Grants - FTA 5311	0.00	87,752.92	0.00	1,053,035.00	(1,053,035.00)	0.00%
4221 Grants - COVID	0.00	0.00	0.00	690,000.00	(690,000.00)	0.00%
4230 Grants - STF	0.00	0.00	16,925.00	67,700.00	(50,775.00)	25.00%
4240 Grants - 5311 (f)	0.00	36,750.00	0.00	441,000.00	(441,000.00)	0.00%
4245 Grants - 5310	0.00	12,619.08	0.00	151,429.00	(151,429.00)	0.00%
4246 Grants - 5305	0.00	2,953.17	0.00	35,438.00	(35,438.00)	0.00%
4300 Special Bus Operations	275.00	83.33	846.50	1,000.00	(153.50)	84.65%
4400 Miscellaneous Income	2,981.37	7,083.33	3,868.37	85,000.00	(81,131.63)	4.55%
4410 Sale of Assets - Income	0.00	0.00	0.00	10,000.00	(10,000.00)	0.00%
4510 Interest Income	3,055.62	958.34	5,398.32	11,500.00	(6,101.68)	46.94%
4900 Lease Income	1,600.00	2,000.00	3,600.00	24,000.00	(20,400.00)	15.00%
4910 Lease Operational Exp Income	0.00	1,250.00	978.29	15,000.00	(14,021.71)	6.52%
4911 Transfer From General Fund	0.00	0.00	0.00	39,000.00	(39,000.00)	0.00%
4916 Transfer from STF Fund	0.00	0.00	0.00	50,039.00	(50,039.00)	0.00%

Date: 11/16/22 07:05:12 PM

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
Transfer from NWOA	4917 0.00	0.00	0.00	3,000.00	(3,000.00)	0.00%
Transfer from STIF Fund	4918 0.00	0.00	0.00	700,000.00	(700,000.00)	0.00%
<b>Total Resources</b>	<u>153,951.72</u>	<u>455,901.58</u>	<u>366,784.37</u>	<u>10,268,655.00</u>	<u>(9,901,870.63)</u>	<u>3.57%</u>
<b>Expenses</b>						
<b>Personnel Services</b>						
Payroll: Administration	5010 24,638.63	40,833.33	60,059.35	490,000.00	429,940.65	12.25%
Payroll: Dispatch	5020 7,897.00	12,615.08	20,249.66	175,000.00	154,750.34	11.57%
Payroll: Drivers	5030 88,876.63	137,500.00	227,687.27	1,650,000.00	1,422,312.73	13.79%
Payroll: Maintenance	5040 7,280.03	12,833.33	19,875.97	154,000.00	134,124.03	12.90%
Payroll Expense	5050 11,264.85	16,250.00	28,929.47	195,000.00	166,070.53	14.83%
Payroll Healthcare	5051 37,839.26	44,833.33	79,863.66	538,000.00	458,136.34	14.84%
Payroll Retirement	5052 4,246.38	8,125.00	10,568.10	97,500.00	86,931.90	10.83%
Payroll Veba	5053 2,893.68	4,041.67	6,897.41	48,500.00	41,602.59	14.22%
Workers Compensation Ins.	5055 0.00	3,750.00	28,230.15	47,000.00	18,769.85	60.06%
<b>Total Personnel Services</b>	<u>184,936.46</u>	<u>280,781.74</u>	<u>482,361.04</u>	<u>3,395,000.00</u>	<u>2,912,638.96</u>	<u>14.21%</u>
<b>Materials and Services</b>						
Miscellaneous Expense	5060 0.02	0.00	(2.91)	0.00	2.91	0.00%
Professional Services	5100 7,917.46	8,333.33	28,378.67	100,000.00	71,621.33	28.37%
Planning	5103 0.00	0.00	0.00	100,000.00	100,000.00	0.00%
Dues & Subscriptions	5120 0.00	1,000.00	0.00	12,000.00	12,000.00	0.00%
Office Equipment R&R	5140 225.22	333.33	450.44	4,000.00	3,549.56	11.26%
Computer R&M	5145 3,166.70	4,125.00	6,408.40	49,500.00	43,091.60	12.94%
Fees & Licenses	5150 0.00	2,500.00	3,039.98	30,000.00	26,960.02	10.13%
Insurance	5160 0.00	12,916.66	1.28	155,000.00	154,998.72	0.00%

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
5170 Office Expense	26.62	1,250.00	2,043.13	15,000.00	12,956.87	13.62%
5175 Board Expense	202.00	1,083.33	702.75	13,000.00	12,297.25	5.40%
5180 Operational Expense	1,380.48	6,041.67	8,750.76	72,500.00	63,749.24	12.07%
5185 Drug & Alcohol Administration	0.00	208.33	45.00	2,500.00	2,455.00	1.80%
5190 Marketing	776.00	5,833.33	8,022.22	70,000.00	61,977.78	11.46%
5210 Telephone Expense	586.77	1,875.00	1,736.65	22,500.00	20,763.35	7.71%
5220 Travel & Training	0.00	3,916.67	2,280.63	47,000.00	44,719.37	4.85%
5230 Uniforms	217.99	0.00	217.99	0.00	(217.99)	0.00%
5240 Vehicle Expense	10,920.19	10,416.67	29,530.81	125,000.00	95,469.19	23.62%
5245 Diesel & Gasoline Fuel	35,793.78	33,333.33	75,419.34	400,000.00	324,580.66	18.85%
5247 Propane Fuel	2,368.62	0.00	2,368.62	30,000.00	27,631.38	7.89%
5260 Postage	0.00	166.67	166.09	2,000.00	1,833.91	8.30%
5266 Member Mileage Reimbursement	8,000.00	0.00	8,000.00	0.00	(8,000.00)	0.00%
5270 Mgmt/Labor Recreation Fund	151.81	275.67	151.81	3,308.00	3,156.19	4.58%
5285 Transit Center Maint	909.49	2,083.33	2,816.71	25,000.00	22,183.29	11.26%
5291 COVID Expense	0.00	57,500.00	1,040.00	690,000.00	688,960.00	0.15%
5300 Property Operating Expense	175.85	2,125.00	2,902.77	26,000.00	23,097.23	11.16%
5340 Property Maint. & Repair	4,570.43	2,500.00	6,740.07	30,000.00	23,259.93	22.46%
5346 Operations Facility Maint.	736.78	333.33	2,919.24	4,000.00	1,080.76	72.98%
Total Materials and Services	78,126.21	158,150.65	194,130.45	2,028,308.00	1,834,177.55	9.57%
Special Payments						
5200 STF Payments to Recipients	0.00	0.00	4,415.13	17,661.00	13,245.87	24.99%
5201 STF Payments to Recipients	0.00	0.00	1,500.00	6,000.00	4,500.00	25.00%
Total Special Payments	0.00	0.00	5,915.13	23,661.00	17,745.87	25.00%
Transfers						

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	16%
9110	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
9130	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
9150	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
9160	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
9175	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
9180	0.00	0.00	0.00	591,097.00	591,097.00	0.00%
<b>Total Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,364,894.00</b>	<b>3,364,894.00</b>	<b>0.00%</b>
<b>Capital Outlay</b>						
<b>Debt Service</b>						
5325	0.00	0.00	602.95	0.00	(602.95)	0.00%
5337	0.00	541.67	0.00	6,500.00	6,500.00	0.00%
5338	0.00	0.00	0.00	32,000.00	32,000.00	0.00%
<b>Total Debt Service</b>	<b>0.00</b>	<b>541.67</b>	<b>602.95</b>	<b>38,500.00</b>	<b>37,897.05</b>	<b>1.57%</b>
<b>Capital Purchases</b>						
5350	840.00	0.00	840.00	25,000.00	24,160.00	3.36%
6000	0.00	70,833.33	0.00	850,000.00	850,000.00	0.00%
6010	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
6020	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
6021	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
6025	708.75	0.00	708.75	0.00	(708.75)	0.00%
6040	0.00	10,416.67	0.00	125,000.00	125,000.00	0.00%
6050	0.00	25,607.67	4,037.87	307,292.00	303,254.13	1.31%
<b>Total Capital Purchases</b>	<b>1,548.75</b>	<b>115,607.67</b>	<b>5,586.62</b>	<b>1,418,292.00</b>	<b>1,412,705.38</b>	<b>0.39%</b>
<b>Total Capital Outlay</b>	<b>1,548.75</b>	<b>116,149.34</b>	<b>6,189.57</b>	<b>1,456,792.00</b>	<b>1,450,602.43</b>	<b>0.42%</b>
<b>Total Expenses</b>	<b>264,611.42</b>	<b>555,081.73</b>	<b>688,596.19</b>	<b>10,268,655.00</b>	<b>9,580,058.81</b>	<b>6.71%</b>

MONTHLY BOD Report w/YTD Budget & Variance-1to7,10  
Date: 11/16/22 07:05:12 PM

**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	.08%
<b>Resources</b>						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	379,907.14	358,333.33	755,279.90	4,300,000.00	(3,544,720.10)	17.56%
<b>Total Resources</b>	<u>379,907.14</u>	<u>358,333.33</u>	<u>755,279.90</u>	<u>4,775,000.00</u>	<u>(4,019,720.10)</u>	<u>15.82%</u>
<b>Expenses</b>						
<b>Personnel Services</b>						
Payroll: Administration	25,431.48	31,500.00	60,946.14	378,000.00	317,053.86	16.12%
Payroll: Indirect	1,560.16	833.33	3,900.40	15,000.00	11,099.60	26.00%
Payroll Expense	2,147.23	2,500.00	5,225.38	30,000.00	24,774.62	17.41%
Payroll Healthcare	7,339.52	10,416.67	13,904.56	125,000.00	111,095.44	11.12%
Payroll Retirement	1,342.35	1,666.67	3,300.44	20,000.00	16,699.56	16.50%
Payroll Veba	765.02	1,137.50	1,635.99	13,650.00	12,014.01	11.98%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
<b>Total Personnel Services</b>	<u>38,585.76</u>	<u>48,054.17</u>	<u>89,412.91</u>	<u>582,150.00</u>	<u>492,737.09</u>	<u>15.36%</u>
<b>Materials and Services</b>						
Miscellaneous Expense	0.00	0.00	0.09	0.00	(0.09)	0.00%
Professional Services	45.00	833.33	840.00	10,000.00	9,160.00	8.40%
Office Equipment R&R	225.22	208.33	450.44	2,500.00	2,049.56	18.01%
Computer R&M	1,475.00	1,250.00	2,950.00	15,000.00	12,050.00	19.66%
Fees & Licenses	0.00	10,962.50	10,024.99	131,550.00	121,525.01	7.62%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	0.00	416.67	1,803.53	5,000.00	3,196.47	36.07%
Operational Expense	33.00	125.00	91.75	1,500.00	1,408.25	6.11%
Telephone Expense	56.85	1,666.67	1,791.46	20,000.00	18,208.54	8.95%



**Tillamook County Transportation District**  
Financial Statement

From 8/1/2022 Through 8/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	%
Travel & Training	0.00	125.00	149.56	1,500.00	1,350.44	9.97%
Postage	0.00	83.33	9.95	1,000.00	990.05	0.99%
Purchased Transportation	350,468.10	267,500.00	605,474.10	3,210,000.00	2,604,525.90	18.86%
Member Mileage Reimbursement	20,000.00	12,833.33	40,000.00	154,000.00	114,000.00	25.97%
Volunteer Mileage Reimburse	15,000.00	22,916.67	51,349.03	275,000.00	223,650.97	18.67%
Office Rent	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
Property Operating Expense	0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services	387,303.17	319,570.83	715,605.68	3,842,850.00	3,127,244.32	18.62%
Transfers						
Reserve for Future Expenditure	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Transfers	0.00	0.00	0.00	350,000.00	350,000.00	0.00%
Total Expenses	425,888.93	367,625.00	805,018.59	4,775,000.00	3,969,981.41	16.86%

**Tillamook County Transportation District**  
Board of Directors Special Meeting  
Thursday, October 20, 2022 – 6:00PM  
Transportation Building  
3600 Third Street, Tillamook, OR  
**Meeting Minutes**



1. **Call to Order:** Board Chair Mary Johnson called the meeting to order at 6:00 pm.

2. **Pledge of Allegiance**

3. **Roll Call:**

**Present**

**TCTD Board of Directors**

Mary Johnson, Board Chair (Zoom)  
Judy Riggs, Vice Chair  
Jackie Edwards, Director (Zoom)  
Linda Adler, Secretary (Zoom)  
Marty Holm, Director  
Gary Hanenkrat, Treasurer

**TCTD Staff**

Natalie Zuercher, Admin Assistant/ Board Clerk  
Mike Reed, Operations Superintendent (ABSENT)  
Cathy Bond, NWR Brokerage Manager

**Guests**

Susan Shepard, Temp Financial Supervisor  
Matthew Kahl, Legal Team (Jordan Ramis)  
Will Cheppell, Headlight Herald  
Eric Morris, Guest  
Kathy Klezeck, NWOTD  
Jay Mayernik, Locks Transportation

4. **Announcements and Changes to Agenda:**

- a. AA Zuercher announced addition of action item #18: Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services
- b. AA Zuercher announced the removal of TAC Committee from Discussion Items.
- c. BM Bond announced the removal of TAC Committee from discussion items.

5. **Public & Guest Comments:**

- a. None.

6. **Executive Session:** ORS 192.660 (2)(A) Employment of Public Officers, Employees, and Agents
  - a. The TCTD Board of Directors entered executive session at 6:04 PM and came out of executive session at 6:24 PM.

**Motion** by Dir. Edwards to Allow IGM Mike Reed to make hiring decisions for the district.  
*Motion Seconded* by Dir. Adler.

**Motion Passed**

By Directors Hanenkrat, Adler, Riggs,  
Holm, Edwards, and Board Chair Johnson.

**REPORTS**

**7. Financial Report: BM Bond Reviewed the TCTD year-to-date financial report.**

- a. Not ready to produce financials, still need to do some double checking. We are holding off one more month. Hope to be caught up at November meeting. Meeting with Dir. Hanenkrat next week to help us work through some things to make
- b. Reconciled August bank statements and working on September bank reconcile. Making great progress but want to make sure its accurate.

**8. Service Measure Performance Report: BM Bond gave the service performance report.**

- a. Systemwide ridership up 18.8%.
- b. DAR up 16.3%.
- c. DFR 10.3%.
- d. Intercity up 22.4%YTD.
- e. All ridership up except for Amtrak.
- f. Graphs from IGM Reed show ridership. Will explain at November board meeting.
- g. Can't complete all financials so not all report is here.

**9. Northwest Oregon Transit Alliance: BM Bond shared updates from the last partner meeting.**

- a. Did have meeting last Friday.
- b. Working towards STIF funding.
- c. Reviewed all financials and agree that they look good.

**10. Planning & Development: BM Bond shared the following updates:**

- a. Still on task on track with implementing service expansion in Jan. 3<sup>rd</sup> route to Portland Align route 3 and 4. Return 5 trips to Oceanside to Netarts.
- b. Route 2B will be renamed. The Port run is doing very well so we are changing the number because of this to Route 6.
- c. Trask River RV Park was a lot of ridership with DAR because of no bus service but now we have elevated a lot of these trips. Helping Hands and Jail are contributions to this as well.

**11. Grant Funding: BM Bond gave the following updates:**

- a. TAC meeting with recommendations to TAC about STIF discretionary grant. State has \$13.8 million in grant but not get this confused with formula. State requires LOI's with these discretionary, TCTD has sent maximum of 4 letters.
- b. NWOTA bus stop improvement is one of them, one at Walmart in Clatsop County, Alder Street in Tillamook County (Pacific City), Newport is also building one. These cost a lot of money so this fund will help complete this project.
- c. Intercity Services with other LOI. Vehicle replacement for 60/70x Route, discretionary grant is a great opportunity for this. This will free up formula.
- d. Dir. Holm asked about money with old discretionary funds included with budget.
  - i. BM Bond replied this is new money. We didn't budget for discretionary, they just announced it.
  - ii. Dir. Holm asked about modifications to LOI.
  - iii. BM Bond replied we still must have core of existence, but we can work around amounts. We are hoping to free up formula money. The busses are still going to be purchased regardless, we must replace fleet.
- e. Last LOI for software updates at TCTD. This is regarding Transit Ace being super fragile. We are working quickly to replace this. We asked for \$250,000 but we don't know cost yet. We have investigated finance software replacement, but we are hearing from others our software is good. We are more interested in ridership software. Beginning of November, we will complete grant app with hard numbers.
  - i. BM Bond added that we make come under budget with this. Took it to TAC, they liked LOI, next step is to get a grant application started. If TAC agrees, we will bring it to board for approval.
  - ii. BM Bond said that you can't buy vehicles with these grants, these are only for expansion.

**Grant Funding: BM Bond gave the following updates:**

- f. Discussed the continuity with planning and grant funding. To redirect mobility to maintenance to purchase the lift and replace the floor. Discussed this with Arla, we are allowed to amend agreement.

**12. Facility/Property Management: BM Bond gave the following updates:**

- a. Still underway, bid for transit center and main office renovations. Will be brought to you in December. It will take approx. 6 months. All things approved by board will finish in late spring.

**13. NW Ride Brokerage: BM Bond gave the following updates:**

- a. October 31<sup>st</sup> NWR will take over DAR. In anticipation off January service expansion. 4:30 am – 9:30 pm someone will be here supporting operations. We have done this before; we took calls pre-covid for a year. Its beneficial to community because of amount of people available to answer calls.

14. **Miscellaneous:**  
a. None

**CONSENT CALENDAR**

15. Motion to Approve the Minutes of September 22, 2022, Regular Board Meeting

**Motion** by Dir. Riggs to approve Consent Calendar. *Motion Seconded* by Dir. Holm.

**Motion Passed**

By Directors Hanenkrat, Adler, Riggs,  
Holm, Edwards, and Board Chair Johnson.

**ACTION ITEMS**

16. Resolution #22-25 In the Matter of Authorizing the Interim General Manager to Execute an ODOT Section 5310 Grant Agreement No. 35193

**Motion** by Dir. Holm to Motion to Approve Resolution #22-25 In the Matter of Authorizing the Interim General Manager to Execute an ODOT Section 5310 Grant Agreement No. 35193. *Motion Seconded* by Dir. Hanenkrat.

**Motion Passed**

By Directors Hanenkrat, Riggs,  
Holm, Edwards, Adler, and Board Chair Johnson.

17. Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services

**Motion** by Dir. Riggs to Motion to Approve Motion to Correct Resolution #22-24 Authorizing Interim General Manager to Execute ODOT Section 5311(f) Grant Agreement No. 35117 for Intercity Services with correct amount. *Motion Seconded* by Dir. Holm.

**Motion Passed**

By Directors Hanenkrat, Riggs,  
Holm, Edwards, Adler, and Board Chair Johnson.



## **DISCUSSION ITEMS**

### **18. Staff Comments/Concerns:**

Operations Superintendent/Interim General Manager Reed: None.

NW Rides Brokerage Manager Bond: Thank you for patience with financials, don't want to put anything out that I can't stand behind. Susan and I are going to truck through it.

Administrative Assistant Zuercher: Downtown Trick or Trolley is running on October 31<sup>st</sup> for Halloween with stops at YMCA, PUD, and Pioneer Museum.

### **19. Board of Directors Comments/Concerns:**

Board Chair Johnson: Thank you Cathy for filling in for Mike on short notice. Thank you, Natalie, and Thank you Susan. Thank you to fellow board members for being awesome.

Dir. Riggs: Thank you I agree with everyone.

Dir. Adler: The staff, I really appreciate you all pulling together, happy to support you all. Thanks, Cathy for rising to the occasion.

Dir. Edwards: Thanks to the staff, this has been difficult, you have done so well and work so hard. Doug would be so proud of you all. Glad to be a part of an organization where you all care.

Dir. Hanenkrat: You guys have had a couple rough months; you are doing a great job.

Dir. Holm: Stand with everyone else. Thanks for keeping it rolling.

**Adjournment:** Board Chair Johnson adjourned the meeting at 6:55 pm.

**These minutes approved this 20<sup>th</sup> day of October 2022.**

ATTEST:

---

Mary Johnson, Board Chair

---

Mike Reed, Interim General Manager