

Tillamook County Transportation District
Board of Directors
Regular Monthly Meeting



Thursday, February 16th, 2023 at 6:00PM
Transportation Building
3600 Third Street, Tillamook, Oregon

Tillamook County Transportation District
 Normal Trial Balance
 From 11/1/2022 Through 11/30/2022

Account Code	Account Title	Debit Balance	Credit Balance
1001	General Checking Account #4558	338,090.87	
1006	Payroll Checking #5614	102,271.00	
1009	NW RIDES ACCOUNT #8510	745,802.95	
1011	Prop. Mgmt. Checking #7071	16,382.43	
1020	LGIP - General Account	1,279,532.28	
1030	LGIP - Capital Reserve	2,217,008.65	
1040	Petty Cash	200.00	
Report Total		4,699,288.18	0.00
Report Difference		4,699,288.18	


 2/9/23

Tillamook County Transportation District
Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
Resources						
Working Capital	3500	0.00	3,750.00	2,971,835.00	(2,971,835.00)	0.00%
Fares	4000	16,238.00	22,916.67	200,000.00	(101,622.80)	49.18%
Contract Revenue	4020	42,330.60	79,583.33	955,000.00	(733,911.90)	23.15%
NWR Revenue	4026	0.00	0.00	0.00	20,607.87	0.00%
Property Tax	4100	946,430.04	89,510.33	1,074,124.00	(127,656.80)	88.11%
Past Years Property Tax	4110	4,012.30	2,916.67	25,000.00	(5,428.76)	78.28%
State Timber Revenue	4120	53,077.40	25,000.00	325,000.00	(222,000.92)	31.69%
Mass Transit State Payroll Tax	4130	0.00	7,083.33	85,000.00	(12,775.13)	84.97%
STIF Formula	4135	0.00	0.00	371,262.00	(237,673.00)	35.98%
Capital Grants	4210	0.00	73,691.08	884,293.00	(884,293.00)	0.00%
Grants - FTA 5311	4220	0.00	87,752.92	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	0.00	67,700.00	(33,850.00)	50.00%
Grants - 5311 (f)	4240	0.00	36,750.00	441,000.00	(441,000.00)	0.00%
Grants - 5310	4245	0.00	12,619.08	151,429.00	(151,429.00)	0.00%
Grants - 5305	4246	0.00	2,953.17	35,438.00	(35,438.00)	0.00%
Special Bus Operations	4300	0.00	83.33	1,000.00	(153.50)	84.65%
Miscellaneous Income	4400	62.60	7,083.33	85,000.00	(81,069.03)	4.62%
Sale of Assets - Income	4410	0.00	0.00	10,000.00	(10,000.00)	0.00%
Interest Income	4510	6,227.78	958.34	11,500.00	8,539.23	174.25%
Lease Income	4900	1,600.00	2,000.00	24,000.00	(15,600.00)	35.00%
Lease Operational Exp Income	4910	0.00	1,250.00	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%

Date: 2/9/23 11:33:53 AM MONTHLY BOD Report w/YTD Budget & Variance-1to7,10

Tillamook County Transportation District
Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
4917	0.00	0.00	0.00	3,000.00	(3,000.00)	0.00%
4918	0.00	0.00	0.00	700,000.00	(700,000.00)	0.00%
Total Resources	<u>1,069,978.72</u>	<u>455,901.58</u>	<u>1,682,969.55</u>	<u>10,268,655.00</u>	<u>(8,585,685.45)</u>	<u>16.39%</u>
Expenses						
Personnel Services						
5010	25,447.20	40,833.33	151,231.39	490,000.00	338,768.61	30.86%
5020	8,055.69	12,615.08	44,846.56	175,000.00	130,153.44	25.62%
5030	93,121.78	137,500.00	504,016.26	1,650,000.00	1,145,983.74	30.54%
5040	8,113.03	12,833.33	43,567.07	154,000.00	110,432.93	28.29%
5050	11,773.44	16,250.00	65,608.72	195,000.00	129,391.28	33.64%
5051	32,137.82	44,833.33	186,300.72	538,000.00	351,699.28	34.62%
5052	4,645.53	8,125.00	24,520.24	97,500.00	72,979.76	25.14%
5053	3,293.07	4,041.67	15,798.52	48,500.00	32,701.48	32.57%
5055	(9,249.32)	3,750.00	18,980.83	47,000.00	28,019.17	40.38%
Total Personnel Services	<u>177,338.24</u>	<u>280,781.74</u>	<u>1,054,870.31</u>	<u>3,395,000.00</u>	<u>2,340,129.69</u>	<u>31.07%</u>
Materials and Services						
5060	245.00	0.00	242.30	0.00	(242.30)	0.00%
5100	7,363.33	8,333.33	68,347.73	100,000.00	31,652.27	68.34%
5103	0.00	0.00	0.00	100,000.00	100,000.00	0.00%
5120	825.00	1,000.00	5,325.00	12,000.00	6,675.00	44.37%
5140	0.00	333.33	450.44	4,000.00	3,549.56	11.26%
5145	4,195.96	4,125.00	14,002.75	49,500.00	35,497.25	28.28%
5150	322.48	2,500.00	8,577.14	30,000.00	21,422.86	28.59%
5160	0.00	12,916.66	1.28	155,000.00	154,998.72	0.00%

Tillamook County Transportation District
Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
5170 Office Expense	1,826.85	1,250.00	6,758.05	15,000.00	8,241.95	45.05%
5175 Board Expense	3,119.51	1,083.33	6,976.18	13,000.00	6,023.82	53.66%
5180 Operational Expense	2,095.54	6,041.67	15,639.05	72,500.00	56,860.95	21.57%
5185 Drug & Alcohol Administration	0.00	208.33	45.00	2,500.00	2,455.00	1.80%
5190 Marketing	1,743.37	5,833.33	18,981.94	70,000.00	51,018.06	27.11%
5195 NWOTA Expense	0.00	0.00	330.96	0.00	(330.96)	0.00%
5210 Telephone Expense	1,109.32	1,875.00	5,400.96	22,500.00	17,099.04	24.00%
5220 Travel & Training	5,147.26	3,916.67	9,758.30	47,000.00	37,241.70	20.76%
5230 Uniforms	180.45	0.00	710.92	0.00	(710.92)	0.00%
5240 Vehicle Expense	19,784.46	10,416.67	68,746.73	125,000.00	56,253.27	54.99%
5245 Diesel & Gasoline Fuel	32,555.47	33,333.33	162,006.91	400,000.00	237,993.09	40.50%
5247 Propane Fuel	0.00	0.00	3,536.35	30,000.00	26,463.65	11.78%
5260 Postage	79.74	166.67	575.65	2,000.00	1,424.35	28.78%
5266 Member Mileage Reimbursement	0.00	0.00	8,000.00	0.00	(8,000.00)	0.00%
5270 Mgmt/Labor Recreation Fund	234.79	275.67	1,323.01	3,308.00	1,984.99	39.99%
5281 Office Rent	0.00	0.00	2,150.00	0.00	(2,150.00)	0.00%
5285 Transit Center Maint	1,948.27	2,083.33	10,649.36	25,000.00	14,350.64	42.59%
5291 COVID Expense	704.00	57,500.00	3,254.75	690,000.00	686,745.25	0.47%
5300 Property Operating Expense	1,951.39	2,125.00	8,053.54	26,000.00	17,946.46	30.97%
5340 Property Maint. & Repair	6,276.93	2,500.00	17,933.50	30,000.00	12,066.50	59.77%
5346 Operations Facility Maint.	73.21	333.33	3,497.49	4,000.00	502.51	87.43%
Total Materials and Services	91,782.33	158,150.65	451,275.29	2,028,308.00	1,577,032.71	22.25%
Special Payments						
5200 STF Payments to Recipients	0.00	0.00	8,830.26	17,661.00	8,830.74	49.99%
5201 STF Payments to Recipients	0.00	0.00	3,000.00	6,000.00	3,000.00	50.00%

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

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Tillamook County Transportation District
Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
Total Special Payments	0.00	0.00	11,830.26	23,661.00	11,830.74	50.00%
Transfers						
Transfer to Property Mgmt	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
Transfer to General Fund	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
Transfer to Vehicle Reserve	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Transfer to NWOTA Fund	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
Reserve for Future Expenditure	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
Unappropriated Ending Fund Bal	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	602.58	0.00	3,013.27	0.00	(3,013.27)	0.00%
OTIB TVC Loan 0071	5,479.32	541.67	5,479.32	6,500.00	1,020.68	84.29%
OTIB Loan 0061	0.00	0.00	13,155.22	32,000.00	18,844.78	41.11%
Total Debt Service	6,081.90	541.67	21,647.81	38,500.00	16,852.19	56.23%
Capital Purchases						
Building Repair & Renovation	2,340.00	0.00	3,180.00	25,000.00	21,820.00	12.72%
Bus Replacement/Addition	0.00	70,833.33	0.00	850,000.00	850,000.00	0.00%
Van Replacement/Addition	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
Computer Upgrade	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
Fuel Cell Triangulation Point	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
Video & Security Equip Upgrade	0.00	0.00	708.75	0.00	(708.75)	0.00%
Bus Stop Signage/Shelters	0.00	10,416.67	0.00	125,000.00	125,000.00	0.00%
Other Capital Projects	230.00	25,607.67	18,963.39	307,292.00	288,328.61	6.17%
Total Capital Purchases	2,570.00	115,607.67	22,852.14	1,418,292.00	1,395,439.86	1.61%

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

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Tillamook County Transportation District

Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
Total Capital Outlay	8,651.90	116,149.34	44,499.95	1,456,792.00	1,412,292.05	3.05%
Total Expenses	277,772.47	555,081.73	1,562,475.81	10,268,655.00	8,706,179.19	15.22%

Tillamook County Transportation District
Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
Resources						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	382,765.42	358,333.33	1,900,632.02	4,300,000.00	(2,399,367.98)	44.20%
Total Resources	<u>382,765.42</u>	<u>358,333.33</u>	<u>1,900,632.02</u>	<u>4,775,000.00</u>	<u>(2,874,367.98)</u>	<u>39.80%</u>
Expenses						
Personnel Services						
Payroll: Administration	27,645.05	31,500.00	143,204.22	378,000.00	234,795.78	37.88%
Payroll: Indirect	1,271.10	833.33	7,713.70	15,000.00	7,286.30	51.42%
Payroll Expense	2,336.30	2,500.00	12,139.40	30,000.00	17,860.60	40.46%
Payroll Healthcare	7,330.06	10,416.67	35,895.34	125,000.00	89,104.66	28.71%
Payroll Retirement	1,034.18	1,666.67	7,103.15	20,000.00	12,896.85	35.51%
Payroll Veba	765.01	1,137.50	3,931.04	13,650.00	9,718.96	28.79%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
Total Personnel Services	<u>40,381.70</u>	<u>48,054.17</u>	<u>210,486.85</u>	<u>582,150.00</u>	<u>371,663.15</u>	<u>36.16%</u>
Materials and Services						
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	3,851.37	1,250.00	8,276.37	15,000.00	6,723.63	55.17%
Fees & Licenses	0.00	10,962.50	26,509.98	131,550.00	105,040.02	20.15%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	146.55	416.67	2,730.26	5,000.00	2,269.74	54.60%
Operational Expense	394.99	125.00	664.99	1,500.00	835.01	44.33%
Telephone Expense	1,759.73	1,666.67	8,779.89	20,000.00	11,220.11	43.89%

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NWR Monthly BOD w/YTD Budget & Variance-09

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Tillamook County Transportation District

Financial Statement

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	42%
5220 Travel & Training	0.00	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	499,137.95	267,500.00	1,518,503.25	3,210,000.00	1,691,496.75	47.30%
5266 Member Mileage Reimbursement	15,000.00	12,833.33	70,000.00	154,000.00	84,000.00	45.45%
5267 Volunteer Mileage Reimburse	25,287.78	22,916.67	147,711.73	275,000.00	127,288.27	53.71%
5281 Office Rent	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
5291 COVID Expense	0.00	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	545,578.37	319,570.83	1,785,829.32	3,842,850.00	2,057,020.68	46.47%
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	585,960.07	367,625.00	1,996,316.17	4,775,000.00	2,778,683.83	41.81%



Tillamook County Transportation District

Check/Voucher Register

1001 - General Checking Account #4558

From 11/1/2022 Through 11/30/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
17500	11/7/2022	695.58	ABILA	ABILA 10/15-11/14/2022
17500	11/7/2022	695.58	ABILA	ABILA 11/15-12/14/2022
17501	11/7/2022	63.75	Micky Bemis	MILEAGE FOR ANNUAL TRAINING 10/22/22
17502	11/7/2022	60.00	PAUL NORTON	MILEAGE ANNUAL TRAINING 10/24/2022
17503	11/7/2022	323.70	TRILLIUM SOLUTIONS, INC.	NWOTA WEBSITE DEVELOPMENT FEES 7/1-7/31/22
17504	11/18/2022	695.58	ABILA	DEC 2022 ACCTG SERVICES
17505	11/18/2022	100.00	Diana Steinbach	CDL MED CARD REIMBURSEMENT
17506	11/18/2022	150.00	Gary A. Hanenkrat	NOV BOARD MEETINGS
17507	11/18/2022	150.00	JACKIE EDWARDS	NOV BOARD MEETINGS
17508	11/18/2022	150.00	Linda Adler	NOV BOARD MEETINGS
17509	11/18/2022	150.00	MARTY HOLM	NOV BOARD MEETINGS
17510	11/18/2022	150.00	MARY JOHNSON	NOV BOARD MEETINGS
17511	11/18/2022	1,075.00	NATHAN LEVIN	SUNNYSIDE RENT DEC 2022
17512	11/18/2022	30.00	ROGER LEWIS	MILEAGE FOR ANNUAL TRAINING
17513	11/18/2022	92.70	ROGER SAUCEDO	DOT MED CARD REIMBURSEMENT
17514	11/18/2022	100.00	VERN RESSLER	DOT MED CARD REIMBURSEMENT
ACH	11/29/2022	7,305.23	CARDMEMBER SERVICE	UMPQUA VISA 11.2022
ACH001	11/29/2022	2,002.15	CARDMEMBER SERVICE	UMPQUA VISA 10.2022
Report Total		<u>13,989.27</u>		

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking #5614

From 11/1/2022 Through 11/30/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
5747	11/25/2022	433.59	Diana Steinbach	MANUAL PR CHECK 11.25.2022
5748	11/25/2022	911.24	WENDY SMITH	MANUAL PR CHECKS 11.25.2022
5750	11/30/2022	1,030.56	ATU LOCAL #757	ATU NOV 2022
5753	11/30/2022	1,032.63	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS NOV 2022-ADMIN
5753	11/30/2022	30,889.30	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS NOV 2022- OPERATIONS
5753	11/30/2022	4,960.61	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS NOV 2022-MAINT
5753	11/30/2022	7,330.06	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS NOV 2022-NWR
5753	11/30/2022	(3,042.42)	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS NOV 2022
5755	11/30/2022	506.02	PACIFIC SOURCE	FSA BENEFITS NOV 2022
5756	11/30/2022	765.02	HRA VEBA TRUST	HRA VEBA NOV 2022-NWR
5756	11/30/2022	89.66	HRA VEBA TRUST	HRA VEBA NOV 2022-ADMIN
5756	11/30/2022	2,901.40	HRA VEBA TRUST	HRA VEBA NOV 2022- OPERATIONS
5756	11/30/2022	302.00	HRA VEBA TRUST	HRA VEBA NOV 2022-MAINT
Report Total		<u>48,109.67</u>		

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 11/1/2022 Through 11/30/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
3739	11/7/2022	75.80	AAA RIDE ASSIST	NWR PROVIDER BILLING
3740	11/7/2022	2,860.88	JANNA SMITH	NWR VOL REIMBURSEMENT OCT 2022
3741	11/7/2022	2,099.88	JOHN REKART JR	NWR VOL REIMBURSEMENT OCT 2022
3742	11/7/2022	1,168.25	JOY WINKELHAKE	NWR VOL REIMBURSEMENT OCT 2022
3743	11/7/2022	11,572.50	COLUMBIA MEDICAL	NWR PROVIDER BILLING
3744	11/7/2022	5,904.13	KANDIS LIDAY	NWR VOL REIMBURSEMENT OCT 2022
3745	11/7/2022	645.50	LEANN CHUINARD	NWR VOL REIMBURSEMENT OCT 2022
3746	11/7/2022	1,137.00	MEDIX AMBULANCE	NWR PROVIDER BILLING
3746	11/7/2022	3,000.40	MEDIX AMBULANCE	NWR PROVIDER BILLING
3746	11/7/2022	3,413.00	MEDIX AMBULANCE	NWR PROVIDER BILLING
3746	11/7/2022	3,237.20	MEDIX AMBULANCE	NWR PROVIDER BILLING
3746	11/7/2022	4,967.40	MEDIX AMBULANCE	NWR PROVIDER BILLING
3746	11/7/2022	3,455.20	MEDIX AMBULANCE	NWR PROVIDER BILLING
3747	11/7/2022	11,566.00	Ride Connection Bridge	NWR PROVIDER BILLING
3747	11/7/2022	8,804.00	Ride Connection Bridge	NWR PROVIDER BILLING
3747	11/7/2022	8,058.00	Ride Connection Bridge	NWR PROVIDER BILLING
3747	11/7/2022	11,965.00	Ride Connection Bridge	NWR PROVIDER BILLING
3748	11/7/2022	4,095.00	SEAN REKART	NWR VOL REIMBURSEMENT OCT 2022
3749	11/7/2022	3,730.25	WILLIAM NERENBERG	NWR VOL REIMBURSEMENT OCT 2022
Report Total		<u>91,755.39</u>		

Tillamook County Transportation District

Check/Voucher Register

1011 - Prop. Mgmt. Checking #7071

From 11/1/2022 Through 11/30/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
4521	11/7/2022	1,537.50	CHRISSY'S CLEANING SERVICE	OCTOBER 2022 CLEANING SERVICES
4522	11/7/2022	13,155.22	Oregon Department of Transport	OTIB0061 - 10/22 SEMI ANNUAL LOAN PAYMENT ADMIN FACILITY
4522	11/7/2022	5,479.32	Oregon Department of Transport	OTIB0071 - 11/22 ANNUAL LOAN PAYMENT TVC
Report Total		<u>20,172.04</u>		

Tillamook County Transportation District

Normal Trial Balance

From 12/1/2022 Through 12/31/2022

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001	General Checking Account #4558	225,674.67	
1006	Payroll Checking #5614	62,746.67	
1009	NW RIDES ACCOUNT #8510	825,370.03	
1011	Prop. Mgmt. Checking #7071	11,064.39	
1020	LGIP - General Account	1,069,757.49	
1030	LGIP - Capital Reserve	2,222,739.47	
1040	Petty Cash	<u>200.00</u>	
Report Total		<u>4,417,552.72</u>	<u>0.00</u>
Report Difference		<u>4,417,552.72</u>	

CPJ
2/9/23

Tillamook County Transportation District

Financial Statement

From 12/1/2022 Through 12/31/2022

	Current		Current Year Actual	Total Budget	Total Budget Variance	50%
	Period Actual	Period Budget				
Resources						
Working Capital						
Fares	0.00	3,750.00	0.00	2,971,835.00	(2,971,835.00)	0.00%
Contract Revenue	21,274.50	22,916.67	119,651.70	200,000.00	(80,348.30)	59.82%
NWR Revenue	3,877.87	79,583.33	224,965.97	955,000.00	(730,034.03)	23.55%
Property Tax	0.00	0.00	20,607.87	0.00	20,607.87	0.00%
Past Years Property Tax	86,437.23	89,510.33	1,032,904.43	1,074,124.00	(41,219.57)	96.16%
State Timber Revenue	624.69	2,916.67	20,195.93	25,000.00	(4,804.07)	80.78%
Mass Transit State Payroll Tax	0.00	25,000.00	102,999.08	325,000.00	(222,000.92)	31.69%
STIF Formula	0.00	7,083.33	72,224.87	85,000.00	(12,775.13)	84.97%
Capital Grants	0.00	0.00	133,589.00	371,262.00	(237,673.00)	35.98%
Grants - FTA 5311	0.00	73,691.08	0.00	884,293.00	(884,293.00)	0.00%
Grants - COVID	0.00	87,752.92	0.00	1,053,035.00	(1,053,035.00)	0.00%
Grants - STF	0.00	0.00	0.00	690,000.00	(690,000.00)	0.00%
Grants - 5311 (f)	0.00	0.00	33,850.00	67,700.00	(33,850.00)	50.00%
Grants - 5310	0.00	36,750.00	0.00	441,000.00	(441,000.00)	0.00%
Grants - 5305	0.00	12,619.08	0.00	151,429.00	(151,429.00)	0.00%
Special Bus Operations	0.00	2,953.17	0.00	35,438.00	(35,438.00)	0.00%
Miscellaneous Income	0.00	83.33	846.50	1,000.00	(153.50)	84.65%
Sale of Assets - Income	0.00	7,083.33	3,930.97	85,000.00	(81,069.03)	4.62%
Interest Income	390.00	0.00	390.00	10,000.00	(9,610.00)	3.90%
Lease Income	8,894.11	958.34	28,933.34	11,500.00	17,433.34	251.59%
Lease Operational Exp Income	1,600.00	2,000.00	10,000.00	24,000.00	(14,000.00)	41.66%
Transfer From General Fund	0.00	1,250.00	978.29	15,000.00	(14,021.71)	6.52%
Transfer from STF Fund	0.00	0.00	0.00	39,000.00	(39,000.00)	0.00%
	0.00	0.00	0.00	50,039.00	(50,039.00)	0.00%

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

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Tillamook County Transportation District
Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%
Transfer from NWOTA	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%
Total Resources	<u>123,098.40</u>	<u>455,901.58</u>	<u>1,806,067.95</u>	<u>10,268,655.00</u>	<u>(8,462,587.05)</u>	<u>17.59%</u>
Expenses						
Personnel Services						
Payroll: Administration	5010 44,446.14	40,833.33	195,677.53	490,000.00	294,322.47	39.93%
Payroll: Dispatch	5020 11,277.19	12,615.08	56,123.75	175,000.00	118,876.25	32.07%
Payroll: Drivers	5030 142,758.85	137,500.00	646,775.11	1,650,000.00	1,003,224.89	39.19%
Payroll: Maintenance	5040 11,192.01	12,833.33	54,759.08	154,000.00	99,240.92	35.55%
Payroll Expense	5050 17,629.18	16,250.00	83,237.90	195,000.00	111,762.10	42.68%
Payroll Healthcare	5051 44,580.00	44,833.33	230,880.72	538,000.00	307,119.28	42.91%
Payroll Retirement	5052 6,946.36	8,125.00	31,466.60	97,500.00	66,033.40	32.27%
Payroll Veba	5053 2,942.58	4,041.67	18,741.10	48,500.00	29,758.90	38.64%
Workers Compensation Ins.	5055 0.00	3,750.00	18,980.83	47,000.00	28,019.17	40.38%
Total Personnel Services	<u>281,772.31</u>	<u>280,781.74</u>	<u>1,336,642.62</u>	<u>3,395,000.00</u>	<u>2,058,357.38</u>	<u>39.37%</u>
Materials and Services						
Miscellaneous Expense	5060 0.00	0.00	242.30	0.00	(242.30)	0.00%
Professional Services	5100 16,854.28	8,333.33	85,202.01	100,000.00	14,797.99	85.20%
Planning	5103 0.00	0.00	0.00	100,000.00	100,000.00	0.00%
Dues & Subscriptions	5120 1,000.00	1,000.00	6,325.00	12,000.00	5,675.00	52.70%
Office Equipment R&R	5140 236.49	333.33	686.93	4,000.00	3,313.07	17.17%
Computer R&M	5145 1,841.82	4,125.00	15,844.57	49,500.00	33,655.43	32.00%
Fees & Licenses	5150 4,998.57	2,500.00	13,575.71	30,000.00	16,424.29	45.25%
Insurance	5160 0.00	12,916.66	1.28	155,000.00	154,998.72	0.00%

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Tillamook County Transportation District

Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%
Office Expense	5170 480.11	1,250.00	7,238.16	15,000.00	7,761.84	48.25%
Board Expense	5175 1,946.80	1,083.33	8,922.98	13,000.00	4,077.02	68.63%
Operational Expense	5180 2,039.97	6,041.67	17,679.02	72,500.00	54,820.98	24.38%
Drug & Alcohol Administration	5185 110.00	208.33	155.00	2,500.00	2,345.00	6.20%
Marketing	5190 3,880.97	5,833.33	22,862.91	70,000.00	47,137.09	32.66%
NWOTA Expense	5195 0.00	0.00	330.96	0.00	(330.96)	0.00%
Telephone Expense	5210 1,412.04	1,875.00	6,813.00	22,500.00	15,687.00	30.28%
Travel & Training	5220 2,467.32	3,916.67	12,225.62	47,000.00	34,774.38	26.01%
Uniforms	5230 144.36	0.00	855.28	0.00	(855.28)	0.00%
Vehicle Expense	5240 22,035.11	10,416.67	90,781.84	125,000.00	34,218.16	72.62%
Diesel & Gasoline Fuel	5245 41,071.10	33,333.33	203,078.01	400,000.00	196,921.99	50.76%
Propane Fuel	5247 3,325.02	0.00	6,861.37	30,000.00	23,138.63	22.87%
Postage	5260 0.00	166.67	575.65	2,000.00	1,424.35	28.78%
Member Mileage Reimbursement	5266 0.00	0.00	8,000.00	0.00	(8,000.00)	0.00%
Mgmt/Labor Recreation Fund	5270 0.00	275.67	1,323.01	3,308.00	1,984.99	39.99%
Office Rent	5281 1,075.00	0.00	3,225.00	0.00	(3,225.00)	0.00%
Transit Center Maint	5285 1,893.56	2,083.33	12,542.92	25,000.00	12,457.08	50.17%
COVID Expense	5291 0.00	57,500.00	3,254.75	690,000.00	686,745.25	0.47%
Property Operating Expense	5300 2,020.57	2,125.00	10,074.11	26,000.00	15,925.89	38.74%
Property Maint. & Repair	5340 583.94	2,500.00	18,517.44	30,000.00	11,482.56	61.72%
Operations Facility Maint.	5346 74.10	333.33	3,571.59	4,000.00	428.41	89.28%
Total Materials and Services	109,491.13	158,150.65	560,766.42	2,028,308.00	1,467,541.58	27.65%
Special Payments						
STF Payments to Recipients	5200 0.00	5,500.00	8,830.26	17,661.00	8,830.74	49.99%
STIF Payments to Recipients	5201 0.00	0.00	3,000.00	6,000.00	3,000.00	50.00%

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

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Tillamook County Transportation District

Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%
Total Special Payments	0.00	5,500.00	11,830.26	23,661.00	11,830.74	50.00%
Transfers						
Transfer to Property Mgmt	0.00	0.00	0.00	29,000.00	29,000.00	0.00%
Transfer to General Fund	0.00	0.00	0.00	750,039.00	750,039.00	0.00%
Transfer to Vehicle Reserve	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Transfer to NWOTA Fund	0.00	0.00	0.00	667,923.00	667,923.00	0.00%
Reserve for Future Expenditure	0.00	0.00	0.00	1,316,835.00	1,316,835.00	0.00%
Unappropriated Ending Fund Bal	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	602.41	0.00	3,615.68	0.00	(3,615.68)	0.00%
OTIB TVC Loan 0071	0.00	541.67	5,479.32	6,500.00	1,020.68	84.29%
OTIB Loan 0061	0.00	0.00	13,155.22	32,000.00	18,844.78	41.11%
Total Debt Service	602.41	541.67	22,250.22	38,500.00	16,249.78	57.79%
Capital Purchases						
Building Repair & Renovation	0.00	0.00	3,180.00	25,000.00	21,820.00	12.72%
Bus Replacement/Addition	0.00	70,833.33	0.00	850,000.00	850,000.00	0.00%
Van Replacement/Addition	0.00	7,916.67	0.00	95,000.00	95,000.00	0.00%
Computer Upgrade	0.00	833.33	0.00	10,000.00	10,000.00	0.00%
Fuel Cell Triangulation Point	0.00	0.00	0.00	6,000.00	6,000.00	0.00%
Video & Security Equip Upgrade	0.00	0.00	708.75	0.00	(708.75)	0.00%
Bus Stop Signage/Shelters	0.00	10,416.67	0.00	125,000.00	125,000.00	0.00%
Other Capital Projects	0.00	25,607.67	18,963.39	307,292.00	288,328.61	6.17%
Total Capital Purchases	0.00	115,607.67	22,852.14	1,418,292.00	1,395,439.86	1.61%

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

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Tillamook County Transportation District

Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%
Total Capital Outlay	<u>602.41</u>	<u>116,149.34</u>	<u>45,102.36</u>	<u>1,456,792.00</u>	<u>1,411,689.64</u>	<u>3.10%</u>
Total Expenses	<u>391,865.85</u>	<u>560,581.73</u>	<u>1,954,341.66</u>	<u>10,268,655.00</u>	<u>8,314,313.34</u>	<u>19.03%</u>

Tillamook County Transportation District
Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%
Resources						
Working Capital	0.00	0.00	0.00	475,000.00	(475,000.00)	0.00%
NWR Revenue	386,109.15	358,333.33	2,286,741.17	4,300,000.00	(2,013,258.83)	53.18%
Total Resources	<u>386,109.15</u>	<u>358,333.33</u>	<u>2,286,741.17</u>	<u>4,775,000.00</u>	<u>(2,488,258.83)</u>	<u>47.89%</u>
Expenses						
Personnel Services						
Payroll: Administration	31,464.66	31,500.00	174,668.88	378,000.00	203,331.12	46.20%
Payroll: Indirect	1,906.65	833.33	9,620.35	15,000.00	5,379.65	64.13%
Payroll Expense	2,658.41	2,500.00	14,797.81	30,000.00	15,202.19	49.32%
Payroll Healthcare	5,320.27	10,416.67	41,215.61	125,000.00	83,784.39	32.97%
Payroll Retirement	926.27	1,666.67	8,029.42	20,000.00	11,970.58	40.14%
Payroll Veba	585.70	1,137.50	4,516.74	13,650.00	9,133.26	33.08%
Workers Compensation Ins.	0.00	0.00	500.00	500.00	0.00	100.00%
Total Personnel Services	<u>42,861.96</u>	<u>48,054.17</u>	<u>253,348.81</u>	<u>582,150.00</u>	<u>328,801.19</u>	<u>43.52%</u>
Materials and Services						
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	236.49	208.33	686.93	2,500.00	1,813.07	27.47%
Computer R&M	2,164.16	1,250.00	10,440.53	15,000.00	4,559.47	69.60%
Fees & Licenses	0.00	10,962.50	26,509.98	131,550.00	105,040.02	20.15%
Insurance	0.00	0.00	(0.06)	8,000.00	8,000.06	0.00%
Office Expense	162.86	416.67	2,893.12	5,000.00	2,106.88	57.86%
Operational Expense	500.24	125.00	1,165.23	1,500.00	334.77	77.68%
Telephone Expense	2,712.31	1,666.67	11,492.20	20,000.00	8,507.80	57.46%

NWR Monthly BOD w/YTD Budget & Variance-09

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Tillamook County Transportation District

Financial Statement

From 12/1/2022 Through 12/31/2022

	Current Period Actual	Current Period Budget	Current Year Actual	Total Budget	Total Budget Variance	50%	
Travel & Training	5220	0.00	125.00	311.36	1,500.00	1,188.64	20.75%
Postage	5260	0.00	83.33	9.95	1,000.00	990.05	0.99%
Purchased Transportation	5265	274,591.05	267,500.00	1,793,094.30	3,210,000.00	1,416,905.70	55.85%
Member Mileage Reimbursement	5266	0.00	12,833.33	70,000.00	154,000.00	84,000.00	45.45%
Volunteer Mileage Reimburse	5267	15,405.22	22,916.67	163,116.95	275,000.00	111,883.05	59.31%
Office Rent	5281	0.00	400.00	400.00	4,800.00	4,400.00	8.33%
COVID Expense	5291	0.00	0.00	370.23	0.00	(370.23)	0.00%
Property Operating Expense	5300	0.00	250.00	270.84	3,000.00	2,729.16	9.02%
Total Materials and Services		295,772.33	319,570.83	2,081,601.65	3,842,850.00	1,761,248.35	54.17%
Transfers							
Reserve for Future Expenditure	9175	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		338,634.29	367,625.00	2,334,950.46	4,775,000.00	2,440,049.54	48.90%

Tillamook County Transportation District
 Check/Voucher Register
 1001 - General Checking Account #4558
 From 12/1/2022 Through 12/31/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
17515	12/2/2022	890.00	ALL CLEAR AUDIO AND GLASS LLC	WINDSHIELD R&R
17516	12/2/2022	0.00	VOID	
17517	12/2/2022	0.00	VOID	
17518	12/2/2022	0.00	VOID	
17519	12/2/2022	0.00	VOID	
17520	12/2/2022	0.00	VOID	
17521	12/2/2022	0.00	VOID	
17522	12/2/2022	0.00	VOID	
17523	12/2/2022	0.00	VOID	
17524	12/2/2022	0.00	VOID	
17525	12/2/2022	825.00	Community Transportation Assoc	2011 ANUAL MEMBERSHIP
17526	12/2/2022	16.73	BLUE STAR GAS	ACCT NO. 12-1046494
17527	12/2/2022	300.00	Burden's Muffler & Towing	MOVE 2 BUSES IN SHOP
17528	12/2/2022	310.00	Coast Printing & Stationery	#3809 TICKETS,#3814 VOUCHERES, #3819 NWOTA
17528	12/2/2022	906.67	Coast Printing & Stationery	#3809 TICKETS,#3814 VOUCHERES, #3819 NWOTA
17529	12/2/2022	101.15	TILLAMOOK CITY UTILITIES	ADMIN AND TVC WATER OCT 2022
17530	12/2/2022	40.00	CENTURYLINK	ACCT NO. 313829497 OCT 2022
17531	12/2/2022	3.00	OR DEPT OF MOTOR VEHICLES	ACCT NO. 69086 - DMV RECORD SEARCH
17532	12/2/2022	4,678.02	DAVISON AUTO PARTS, INC.	ACCT NO. 28177 9/25-10/21/22
17533	12/2/2022	12,188.16	LES SCHWAB WAREHOUSE CENTER	10/1-11/30/2022
17534	12/2/2022	6,973.35	Columbia Pacific Economic	NWOTA ADMIN AUG/SEPT 2022
17535	12/2/2022	1,399.85	PREMIER TRUCK GROUP	ACCT NO. 81911660
17536	12/2/2022	18,191.35	CARSON OIL CO INC	ACCT NO 7195188 10/1-10/15/2022 FUEL
17536	12/2/2022	18,210.88	CARSON OIL CO INC	ACCT NO 7195188 10/16-10/31/2022 FUEL
17536	12/2/2022	18,322.87	CARSON OIL CO INC	ACCT NO 7195188 11/1-11/15/2022 FUEL
17537	12/2/2022	327.24	CINTAS	ACCT NO 19858580 SHOP SUPPLIES/UNIFORMS OCT 2022
17538	12/2/2022	679.72	O'REILLY AUTOMOTIVE STORES	ACCT NO 206855 SHOP OCT 2022
17539	12/2/2022	3,779.60	FleetPride, Inc.	ACCT NO 1050840 SEPT 2022 SHOP
17540	12/2/2022	105.40	COUNTRY MEDIA	ACCT NO 4213 - LEGAL NOTICES OCT 2022
17540	12/2/2022	1,691.81	COUNTRY MEDIA	ACCT NO 4212 - RECRUITMENT & ADVERTISING OCT 2022
17541	12/2/2022	275.00	KDEP-FM/KTIL-FM/KTIL-AM	ACCT NO 0202 - RADIO ADS OCT 2022
17542	12/2/2022	765.00	INNOVA LEGAL ADVISORS	LEGAL FEES 9/25-10/25/2022
17542	12/2/2022	900.00	INNOVA LEGAL ADVISORS	LEGAL FEES 10/16-11/16/2022
17543	12/2/2022	2,500.00	KNOWLEDGE IN MOBILITY	CONSULT SERVICES PROCUREMENT OF BUS
17544	12/2/2022	13.29	PAUL NORTON	REIMBURSEMENT-DEF FLUID
17545	12/2/2022	100.00	PIONEER MUSEUM	DONATION-FESTIVAL OF TREES 2022
17546	12/2/2022	236.49	Pacific Office Automation	TCTD COPIER LEASE 11/1-11/30/2022
17547	12/2/2022	357.80	Office Depot Credit Plan	OFFICE SUPPLIES OCT 2022
17548	12/2/2022	658.59	GOVERNMENT ETHICS COMM UNIT 24	ANNUAL RENEWAL 7/1/2022-6/30/2023
17549	12/2/2022	4,250.00	SDAO	SDAO ANNUAL MEMBERSHIP 2023
17550	12/2/2022	40.80	Tillamook Motor Co.	ACCT NO WAVE18
17551	12/2/2022	206.44	TILLAMOOK FARMERS COOP	ACCT NO 822979 OCT 2022
17551	12/2/2022	90.10	TILLAMOOK FARMERS COOP	ACCT NO 822979 NOV 2022
17552	12/2/2022	42.39	Tillamook PUD	LARGE BUS BARN 10/12-11/12/2022
17552	12/2/2022	30.82	Tillamook PUD	SMALL BUS BARN 10/12-11/12/2022

Tillamook County Transportation District
 Check/Voucher Register
 1001 - General Checking Account #4558

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
17552	12/2/2022	109.82	Tillamook PUD	TVC 10/12-11/12/2022
17553	12/2/2022	59.95	VANIR BROADBAND, INC.	RADIO SERVICE DEC 2022
17554	12/2/2022	392.95	VERIZON	TABLET SERVICE 9/27-10/26/2022
17555	12/2/2022	2,072.50	JORDAN RAMIS, PC	LEGAL SERVICES OCT 2022
17556	12/2/2022	79.97	PETERSON TRUCKS INC	ACCT NO N77330
17557	12/2/2022	826.98	KITTELSON & ASSOCIATES, INC.	ROUTE 5 EXPANSION SUPPORT GRANT 35117
17558	12/2/2022	134.82	CRYSTAL AND SIERRA SPRINGS	WATER SERVICES OCT 2022
17558	12/2/2022	106.11	CRYSTAL AND SIERRA SPRINGS	WATER SERVICES NOV 2022
17559	12/2/2022	85.88	PORTLAND GENERAL	ACCT NO 2198648598 - ELECTRIC 70X
17560	12/6/2022	717.94	Fred Meyer Customer Charges	ACCT NO 56793 - 10/12-10/30/2022
17560	12/6/2022	153.44	Fred Meyer Customer Charges	ACCT NO 56793 - 10/12-10/30/2022
17561	12/6/2022	3,295.00	DAVISON AUTO PARTS, INC.	SCANNER FOR FLEET
17562	12/8/2022	1,344.15	BRIAN VITULLI	GM RECRUITMENT REIMBURSEMENT
17563	12/15/2022	825.90	GenXsys Solutions, LLC	COMPUTER SUPPORT/SECURITY OCT 2022
17563	12/15/2022	2,142.90	GenXsys Solutions, LLC	TCTD MANAGED SERVICES-OCT 2022
17563	12/15/2022	871.20	GenXsys Solutions, LLC	TCTD SYSTEM/SECURITY DEC 2022
17563	12/15/2022	2,142.90	GenXsys Solutions, LLC	TCTD MANAGED PLAN-DEC 2022
17564	12/15/2022	3,553.89	DAVISON AUTO PARTS, INC.	TRANSMISSION-BUS 202
17565	12/21/2022	695.58	ABILA	ACCT NO C016349 - SOFTWARE 1/15/23-2/14/23
17566	12/21/2022	50.00	ALL CLEAR AUDIO AND GLASS LLC	GLASS REPAIR - #205
17567	12/21/2022	131.98	ALSCO - Portland Linen	ACCT NO 443610 OCT 2022
17568	12/21/2022	246.92	Batteries Northwest	ACCT NO 161103
17569	12/21/2022	16,961.58	CARSON OIL CO INC	FUEL CLOSING DATE 9.15.2022-RCVD LATE
17569	12/21/2022	14,232.60	CARSON OIL CO INC	FUEL 11/15-11/30/2022
17570	12/21/2022	388.50	CINTAS	ACCT NO 19858580 TOWELS/UNIFORMS NOV 2022
17571	12/21/2022	616.42	WAVE	PHONE SERVICE NOV 2022
17571	12/21/2022	612.49	WAVE	PHONE SERVICES DEC 2022
17572	12/21/2022	153.16	COMCAST	ACCT NO 8778105044039428-11/28-12/27/22
17573	12/21/2022	1,368.37	COUNTRY MEDIA	ADVERTISING NOV 2022
17573	12/21/2022	141.05	COUNTRY MEDIA	LEGAL NOTICE PUBLICATIONS NOV 2022
17574	12/21/2022	652.32	O'REILLY AUTOMOTIVE STORES	ACCT NO 206855
17575	12/21/2022	27.50	ECOLUBE RECOVERY LLC	ANTIFREEZE - NOV 2022
17576	12/21/2022	40.00	CENTURYLINK	ACCT NO 313829497 - 11/21/22
17577	12/21/2022	383.29	Fred Meyer Customer Charges	NOV 2022
17578	12/21/2022	50.00	Gary A. Hanenkrat	REG BOARD MEETING 12/15/22
17578	12/21/2022	50.00	Gary A. Hanenkrat	EXECUTIVE BOARD MEETING 12/9/2022
17579	12/21/2022	698.87	GenXsys Solutions, LLC	SOFTWARE/STORAGE SERVICES JAN 2023
17579	12/21/2022	2,142.90	GenXsys Solutions, LLC	MANAGED SERVICES - JAN 2023
17580	12/21/2022	79.95	J and C Tools, LLC	TOOLS - PO#507
17580	12/21/2022	88.95	J and C Tools, LLC	TOOLS - POS#507
17581	12/21/2022	50.00	JACKIE EDWARDS	REG BOARD MEETING 12/15/22
17581	12/21/2022	50.00	JACKIE EDWARDS	EXECUTIVE BOARD MEETING 12/9/2022
17582	12/21/2022	850.00	JORDAN RAMIS, PC	LEGAL SERVICES 11/1-11/30/2022
17583	12/21/2022	241.09	KITTELSON & ASSOCIATES, INC.	MISSED AUG 2022 INVOICE STIF PLANNING
17584	12/21/2022	275.00	KDEP-FM/KTIL-FM/KTIL-AM	ACCT NO 0202 - NOV 2022 ADS
17585	12/21/2022	50.00	Linda Adler	REG BOARD MEETING 12/15/22

Tillamook County Transportation District
 Check/Voucher Register
 1001 - General Checking Account #4558

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
17585	12/21/2022	50.00	Linda Adler	EXECUTIVE BOARD MEETING 12/9/2022
17586	12/21/2022	50.00	MARTY HOLM	REG BOARD MEETING 12/15/22
17586	12/21/2022	50.00	MARTY HOLM	EXECUTIVE BOARD MEETING 12/9/2022
17587	12/21/2022	50.00	MARY JOHNSON	REG BOARD MEETING 12/15/22
17587	12/21/2022	50.00	MARY JOHNSON	EXECUTIVE BOARD MEETING 12/9/2022
17588	12/21/2022	4,860.00	MITCHELL1	PROGRAM FOR DIAGNOSTIC EQUIPMENT
17589	12/21/2022	2,765.28	DAVISON AUTO PARTS, INC.	ACCT NO 28177
17590	12/21/2022	48.15	NATALIE ZUERCHER	HOLIDAY PARTY PIES/DESSERTS
17591	12/21/2022	1,075.00	NATHAN LEVIN	RENT JAN 2023
17592	12/21/2022	105.83	NORTHSIDE FORD	PART FOR #34
17593	12/21/2022	3.00	OR DEPT OF MOTOR VEHICLES	DMV CHECKS NOV 2022
17594	12/21/2022	46.25	Oregon State Police	BACKGROUND CHECKS NOV 2022
17595	12/21/2022	230.00	PLANNING SOLUTIONS	BLDG RENOVATION PROGRESS INVOICE
17596	12/21/2022	153.12	Pacific Office Automation	TCTD METER USAGE OCT 2022
17596	12/21/2022	251.85	Pacific Office Automation	TCTD METER USAGE NOV 2022
17596	12/21/2022	236.49	Pacific Office Automation	TCTD COPIER LEASE DEC 2022
17597	12/21/2022	1,459.02	POSITIVE PROMOTIONS	HOLIDAY 2022 GIFT BAGS
17598	12/21/2022	60.25	Rosenberg Builders Supply	ACCT NO 58615-SHOP SUPPLIES
17599	12/21/2022	636.29	SUSAN SHEPARD	FINAL PAYMENT FOR FIN SUPERVISOR SUPPORT
17600	12/21/2022	54.55	TILLAMOOK CITY UTILITIES	TC WATER NOV 2022
17601	12/21/2022	1,000.00	Tillamook Chamber of Commerce	TILLAMOOK CHAMBER ANNUAL BANQUET SPONSOR
17602	12/21/2022	50.00	TILLAMOOK PIONEER	OCT 2022 BOARD MEETING NOTICE
17603	12/21/2022	59.95	VANIR BROADBAND, INC.	RADIO INTERNET JAN 2023
17604	12/21/2022	392.95	VERIZON	TABLET SERVICE 10/27-11/26/2022
Report Total		<u>174,390.32</u>		

Tillamook County Transportation District

Check/Voucher Register

1006 - Payroll Checking #5614

From 12/1/2022 Through 12/31/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
5751	12/31/2022	585.70	HRA VEBA TRUST	HRA VEBA DEC 2022-NWR
5751	12/31/2022	268.98	HRA VEBA TRUST	HRA VEBA DEC 2022-ADMIN
5751	12/31/2022	2,371.60	HRA VEBA TRUST	HRA VEBA DEC 2022- OPERATIONS
5751	12/31/2022	302.00	HRA VEBA TRUST	HRA VEBA DEC 2022-MAINT
5752	12/31/2022	3,042.42	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS DEC 2022-ADMIN
5752	12/31/2022	38,336.87	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS DEC 2022- OPERATIONS
5752	12/31/2022	4,960.61	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS DEC 2022-MAINT
5752	12/31/2022	5,320.27	SPECIAL DISTRICTS INS. SERVICE	HEALTH, DENTAL, DISABILITY BENEFITS DEC 2022-NWR
5754	12/31/2022	506.02	PACIFIC SOURCE	FSA BENEFITS DEC 2022
5758	12/31/2022	1,030.56	ATU LOCAL #757	UNION DUES DEC 2022
Report Total		<u>56,725.03</u>		

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 12/1/2022 Through 12/31/2022

Docume... Number	Document Date	Transaction Amount	Payee	Transaction Description
3750	12/2/2022	55.68	CENTURYLINK	ACCT NO. 313829497 OCT 2022
3751	12/2/2022	1,500.00	ECOLANE USA, INC.	ANNUAL FEE SMS-IVR 9/22/2022-9/2023
3752	12/2/2022	1,456.00	HEADSETS.COM	NWR (5) HEADSETS
3753	12/2/2022	217.00	MEDIX AMBULANCE	NWR AH PHONE SUPPORT OCT 2022
3754	12/2/2022	158.50	Oregon State Police	BACKGROUND CHECKS
3755	12/2/2022	236.49	Pacific Office Automation	NWR COPIER LEASE 11/1-11/30/2022
3756	12/2/2022	329.74	Office Depot Credit Plan	OFFICE SUPPLIES OCT 2022
3757	12/5/2022	1,958.38	JANNA SMITH	NWR VOL MR 11.2022
3758	12/5/2022	2,256.38	JOHN REKART JR	NWR VOL MR 11.2022
3759	12/5/2022	673.63	JOY WINKELHAKE	NWR VOL MR 11.2022
3760	12/5/2022	3,652.38	KANDIS LIDAY	NWR VOL MR 11.2022
3761	12/5/2022	3,448.13	SEAN REKART	NWR VOL MR 11.2022
3762	12/5/2022	3,298.88	WILLIAM NERENBERG	NWR VOL MR 11.2022
3763	12/8/2022	38,398.50	TILLAMOOK CNTY TRANS. DIST.	NWR PROVIDER TRIPS OCT 2022
3764	12/15/2022	0.00		
3765	12/15/2022	0.00		
3766	12/15/2022	0.00		
3767	12/15/2022	2,990.85	AAA RIDE ASSIST	NWR PROVIDERS OCT 2022
3767	12/15/2022	3,056.85	AAA RIDE ASSIST	NWR PROVIDERS OCT 2022
3768	12/15/2022	6,404.25	COLUMBIA COUNTY RIDER	NWR PROVIDERS OCT 2022
3769	12/15/2022	10,431.75	COLUMBIA MEDICAL	NWR PROVIDERS OCT 2022
3769	12/15/2022	11,323.50	COLUMBIA MEDICAL	NWR PROVIDERS OCT 2022
3769	12/15/2022	11,705.75	COLUMBIA MEDICAL	NWR PROVIDERS OCT 2022
3769	12/15/2022	11,162.00	COLUMBIA MEDICAL	NWR PROVIDERS OCT 2022
3770	12/15/2022	7,585.60	METRO WEST	NWR PROVIDERS OCT 2022
3771	12/15/2022	3,880.30	K & M MEDIVAN	NWR PROVIDERS OCT 22
3771	12/15/2022	3,825.50	K & M MEDIVAN	NWR PROVIDERS OCT 22
3771	12/15/2022	4,465.65	K & M MEDIVAN	NWR PROVIDERS OCT 22
3772	12/15/2022	10,798.20	Ride Connection Bridge	NWR PROVIDERS OCT 22
3772	12/15/2022	10,589.30	Ride Connection Bridge	NWR PROVIDERS OCT 22
3772	12/15/2022	9,036.20	Ride Connection Bridge	NWR PROVIDERS OCT 22
3772	12/15/2022	11,490.40	Ride Connection Bridge	NWR PROVIDERS OCT 22
3773	12/15/2022	29,722.00	RYANS TRANSPORTATION SERVICE	NWR PROVIDERS OCT 22
3773	12/15/2022	26,357.50	RYANS TRANSPORTATION SERVICE	NWR PROVIDERS OCT 22
3773	12/15/2022	32,423.00	RYANS TRANSPORTATION SERVICE	NWR PROVIDERS OCT 22
3773	12/15/2022	29,667.00	RYANS TRANSPORTATION SERVICE	NWR PROVIDERS OCT 22
3774	12/15/2022	320.00	SUNSET EMPIRE TRANSIT	NWR PROVIDERS OCT 22
3775	12/15/2022	1,720.10	WILLAMETTE VALLEY TRANSPORT	NWR PROVIDERS OCT 22
3776	12/15/2022	874.67	GenXsys Solutions, LLC	NWR MANAGED PLAN-OCT 2022
3776	12/15/2022	857.10	GenXsys Solutions, LLC	TCTD MANAGED SERVICES-OCT 2022
3776	12/15/2022	387.50	GenXsys Solutions, LLC	NWR REPAIR
3776	12/15/2022	875.00	GenXsys Solutions, LLC	NWR MANAGED PLAN-DEC 2022
3776	12/15/2022	857.10	GenXsys Solutions, LLC	TCTD MANAGED PLAN-DEC 2022
3777	12/21/2022	1,487.05	WAVE	PHONE SERVICE NOV 2022
3777	12/21/2022	1,448.57	WAVE	PHONE SERVICES DEC 2022
3778	12/21/2022	55.68	CENTURYLINK	ACCT NO 313829497 - 11/21/22
3779	12/21/2022	875.00	GenXsys Solutions, LLC	NWR MANAGED SERVICE - JAN 2023
3779	12/21/2022	432.06	GenXsys Solutions, LLC	SOFTWARE/STORAGE SERVICES JAN 2023
3779	12/21/2022	857.10	GenXsys Solutions, LLC	MANAGED SERVICES - JAN 2023
3780	12/21/2022	56.57	Office Depot Credit Plan	NWR OFFICE SUPPLIES
3781	12/21/2022	33.00	Oregon State Police	BACKGROUND CHECKS NOV 2022

Tillamook County Transportation District

Check/Voucher Register

1009 - NW RIDES ACCOUNT #8510

From 12/1/2022 Through 12/31/2022

<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>
3782	12/21/2022	40.27	Pacific Office Automation	NWR METER USAGE OCT 2022
3782	12/21/2022	106.28	Pacific Office Automation	NWR METER USAGE NOV 2022
3782	12/21/2022	236.49	Pacific Office Automation	NWR COPIER LEASE DEC 2022
3783	12/21/2022	<u>467.24</u>	POSITIVE PROMOTIONS	HOLIDAY 2022 GIFT BAGS
Report Total		<u>306,542.07</u>		

Tillamook County Transportation District

Check/Voucher Register

1011 - Prop. Mgmt. Checking #7071

From 12/1/2022 Through 12/31/2022

Document Number	Document Date	Transaction Amount	Payee	Transaction Description
4523	12/2/2022	175.85	CITY SANITARY SERVICE	ACCT 02182 - OCT 2022 SERVICES
4524	12/2/2022	441.03	TILLAMOOK CITY UTILITIES	ADMIN AND TVC WATER OCT 2022
4525	12/2/2022	4,548.00	RICH HOME SERVICES, LLC	ROOF & GUTTER CLEANING, ALL BUILDINGS
4526	12/2/2022	1,537.50	CHRISSY'S CLEANING SERVICE	JANITORIAL SERVICES NOV 2022
4527	12/2/2022	396.85	JNB MECHANICAL, INC.	SERVICE CALL-LEAK IN TFCC AREA
4528	12/2/2022	1,874.51	Marie Mills Center, Inc	JANITORIAL SERVICES OCT 2022
4529	12/2/2022	540.00	North Coast Lawn	LANDSCAPE OCT 2022
4530	12/2/2022	1,954.54	Tillamook PUD	ACCT NO 55991 10/12-11/12/2022 ADMIN & LOAN
4531	12/2/2022	1,500.00	TONY'S STRIPING & SEALCOATING	FINAL PAYMENT FOR BUS BARN WORK
4532	12/21/2022	1,825.33	Marie Mills Center, Inc	JANITORIAL NOV 2022
4533	12/21/2022	423.58	TILLAMOOK CITY UTILITIES	ADMIN WATER NOV 2022
4534	12/21/2022	175.85	CITY SANITARY SERVICE	TRASH SERVICE NOV 2022
4535	12/21/2022	150.00	ZUERCHER PLUMBING	REPAIR WOMENS RR TOILET
Report Total		<u>15,543.04</u>		

Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

November 2022

RIDERSHIP BY SERVICE TYPE	Nov 2022	Nov 2021	YTD FY 22-23	YTD FY 21-22	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	845	844	4,651	4,075	14.1%
NW Rides	531	419	2,642	2,320	13.9%
Dial-A-Ride Total	1,376	1,263	7,293	6,395	14.0%

Deviated Fixed Route Service

Rt 1: Town Loop	3,508	2,656	18,004	13,724	31.2%
Rt 2A: Netarts/Oceanside	233	294	1,252	2,001	-37.4%
Rt 2B: Port of Tillamook Bay	218	140	1,759	324	442.9%
Rt 3: Manzanita/Cannon Beach	1,187	1,020	7,278	8,220	-11.5%
Rt 4: Lincoln City	633	398	4,395	3,555	23.6%
Local Fixed Rt Total	5,779	4,508	32,688	27,824	17.5%

Intercity Service

Rt 5: Portland	494	480	3,187	2,810	13.4%
Rt 60X: Salem	716	593	4,568	3,359	36.0%
Rt 70X: Grand Ronde	396	292	1,985	1,541	28.8%
Inter City Total	1,606	1,365	9,740	7,710	26.3%

Other Services

Trippler Routes	13	21	63	59	6.8%
Special Bus Operations	0	0	2,608	1,125	131.8%
Other Services Total	13	21	2,671	1,184	125.6%

TOTAL ALL SERVICES	8,774	7,157	52,392	43,113	21.5%
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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)	4,400	220	27,243	22,911	18.9%
Senior/Disabled	2,418	1,101	20,199	17,204	17.4%
Child/Youth (less than 18 years of age)	580	55	3,518	2,998	17.3%
Total	8,428	1,376	45,099	43,113	4.6%

OTHER RIDER CATEGORIES	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 22-23	FY 21-22	Change
Ride Connection	96		463	407	13.8%
Tillamook Bay Community College	162		625	208	200.5%
NWOTA Visitor Pass	35		307	866	-64.5%
NW Rides		531	2,578	2,148	20.0%
Amtrak/Greyhound	58		506	613	-17.5%

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<u>Dial-A-Ride Services</u>			
Nov-21	1.5	43.1%	82.10
Aug-22	1.5	45.3%	97.93
Sep-22	1.5	48.8%	91.15
Oct-22	1.5	48.3%	90.77
Nov-22	1.5	50.5%	88.03
<u>Deviated Fixed Routes</u>			
Nov-21	4.0	5.0%	82.93
Aug-22	5.1	5.6%	98.15
Sep-22	5.1	5.9%	98.60
Oct-22	5.0	5.8%	91.62
Nov-22	4.9	5.8%	88.95
<u>Intercity Services</u>			
Nov-21	1.8	9.8%	90.40
Aug-22	2.6	12.4%	112.12
Sep-22	2.6	13.0%	104.26
Oct-22	2.6	12.3%	104.36
Nov-22	2.5	11.9%	101.75
<u>Other Services</u>			
Nov-21	2.6	0.7%	74.28
Aug-22	6.1	0.0%	99.34
Sep-22	6.3	0.0%	93.10
Oct-22	6.2	0.1%	92.69
Nov-22	6.1	0.1%	89.82

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 Nov 2022**

	Passengers per Hour	Cost per Trip	Cost per Hour	Farebox Return %
<u>Dial-A-Ride</u>				
Dial-A-Ride	2.0	\$ 43.26	\$ 84.85	11.6%
NW Rides	1.0	\$ 87.89	\$ 90.99	84.2%
Total	1.5	\$ 59.43	\$ 88.03	50.5%
<u>Deviated Route</u>				
Rt 1: Town Loop	9.7	\$ 8.27	\$ 80.44	8.2%
Rt 2A: Oceanside	1.5	\$ 54.30	\$ 81.32	1.9%
Rt 2B: PORT	4.5	\$ 18.38	\$ 82.76	4.7%
Rt 3: Manzanita	4.1	\$ 22.84	\$ 93.05	6.6%
Rt 4: Lincoln City	2.5	\$ 39.98	\$ 98.63	4.7%
Total	4.9	\$ 18.08	\$ 88.95	5.8%
<u>Intercity</u>				
Rt 5: Portland	2.2	\$ 45.77	\$ 101.01	20.7%
Rt 60X: Salem	2.9	\$ 35.53	\$ 102.48	8.6%
Rt 70X: Grand Ronde	2.3	\$ 43.79	\$ 101.66	3.6%
Total	2.5	\$ 40.56	\$ 101.75	11.9%
<u>Other Services</u>				
Trippers	1.5	\$ 53.05	\$ 78.83	1.2%
SBO	6.7	\$ 13.68	\$ 91.00	0.0%
Total	6.1	\$ 14.61	\$ 89.82	0.1%
FY 2022-23 YTD	3.3	\$ 27.84	\$ 91.82	20.6%
FY 2021-22 YTD	2.9	\$ 32.03	\$ 93.39	21.2%
Percent Change	13.1%	-13.1%	-1.7%	-2.8%

Tillamook County Transportation District

MONTHLY PERFORMANCE REPORT

December 2022

RIDERSHIP BY SERVICE TYPE

	Dec 2022	Dec 2021	YTD FY 22-23	YTD FY 21-22	YTD % Change
<u>Dial-A-Ride Service</u>					
Tillamook County	748	1,026	5,399	5,101	5.8%
NW Rides	543	485	3,185	2,805	13.5%
Dial-A-Ride Total	1,291	1,511	8,584	7,906	8.6%

Deviated Fixed Route Service

Rt 1: Town Loop	3,345	2,743	21,349	16,467	29.6%
Rt 2A: Netarts/Oceanside	210	287	1,462	2,288	-36.1%
Rt 2B: Port of Tillamook Bay	275	152	2,034	476	327.3%
Rt 3: Manzanita/Cannon Beach	1,003	1,129	8,281	9,349	-11.4%
Rt 4: Lincoln City	545	372	4,940	3,927	25.8%
Local Fixed Rt Total	5,378	4,683	38,066	32,507	17.1%

Intercity Service

Rt 5: Portland	460	485	3,647	3,295	10.7%
Rt 60X: Salem	383	560	4,951	3,919	26.3%
Rt 70X: Grand Ronde	234	283	2,219	1,824	21.7%
Inter City Total	1,077	1,328	10,817	9,038	19.7%

Other Services

Tripper Routes	15	9	78	68	14.7%
Special Bus Operations	0	0	2,608	1,125	131.8%
Other Services Total	15	9	2,686	1,193	125.1%

TOTAL ALL SERVICES	7,761	7,531	60,153	50,644	18.8%
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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)	3,857	207	31,307	26,761	17.0%
Senior/Disabled	2,123	1,033	23,355	20,400	14.5%
Child/Youth (less than 18 years of age)	491	52	4,061	3,483	16.6%
Total	6,471	1,291	58,723	50,644	16.0%

OTHER RIDER CATEGORIES					
	Fixed		YTD	YTD	YTD %
	Route	DAR	FY 22-23	FY 21-22	Change
Ride Connection	100		563	489	15.1%
Tillamook Bay Community College	77		702	227	209.3%
NWOTA Visitor Pass	24		331	917	-63.9%
NW Rides		543	3,185	2,662	19.6%
Amtrak/Greyhound	38		544	739	-26.4%

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
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Dial-A-Ride Services

Dec-21			
Sep-22	1.5	48.8%	91.15
Oct-22	1.5	48.3%	90.77
Nov-22	1.5	50.5%	88.03
Dec-22	1.5	47.0%	95.17

Deviated Fixed Routes

Dec-21			
Sep-22	5.1	5.9%	98.60
Oct-22	5.0	5.8%	91.62
Nov-22	4.9	5.8%	88.95
Dec-22	4.8	5.2%	96.50

Intercity Services

Dec-21			
Sep-22	2.6	13.0%	104.26
Oct-22	2.6	12.3%	104.26
Nov-22	2.5	11.9%	101.75
Dec-22	2.3	10.3%	110.86

Other Services

Dec-21			
Sep-22	6.3	0.0%	93.10
Oct-22	6.2	0.1%	92.69
Nov-22	6.1	0.1%	89.82
Dec-22	6.1	0.1%	97.24

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 Dec 2022**

	Passengers per Hour	Cost per Trip	Cost per Hour	Farebox Return %
<u>Dial-A-Ride</u>				
Dial-A-Ride	2.0	\$ 46.31	\$ 91.42	10.4%
NW Rides	1.0	\$ 95.99	\$ 98.48	77.0%
Total	1.5	\$ 64.74	\$ 95.17	47.0%
<u>Deviated Route</u>				
Rt 1: Town Loop	9.7	\$ 8.96	\$ 86.78	7.6%
Rt 2A: Oceanside	1.5	\$ 59.78	\$ 87.79	1.8%
Rt 2B: PORT	4.4	\$ 20.45	\$ 89.43	4.2%
Rt 3: Manzanita	3.9	\$ 25.99	\$ 101.17	5.8%
Rt 4: Lincoln City	2.3	\$ 46.18	\$ 107.54	4.0%
Total	4.8	\$ 20.06	\$ 96.50	5.2%
<u>Intercity</u>				
Rt 5: Portland	2.1	\$ 51.87	\$ 110.02	18.1%
Rt 60X: Salem	2.6	\$ 42.48	\$ 111.69	7.1%
Rt 70X: Grand Ronde	2.2	\$ 50.55	\$ 110.76	3.1%
Total	2.3	\$ 47.30	\$ 110.86	10.3%
<u>Other Services</u>				
Trippers	1.5	\$ 55.33	\$ 84.95	1.1%
SBO	6.7	\$ 14.86	\$ 98.84	0.0%
Total	6.1	\$ 16.03	\$ 97.24	0.1%
FY 2022-23 YTD	3.2	\$ 31.16	\$ 99.63	18.9%
FY 2021-22 YTD	2.9	\$ 34.15	\$ 97.53	20.2%
Percent Change	12.0%	-8.8%	2.2%	-6.7%

nwCONNECTOR

Coordinating Committee Virtual Meeting

February 10, 2023
10:00 am—12:00 pm

In-Person

Tillamook County Transit District

3600 Third Street, Suite A
Tillamook, Oregon 97141

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 Brian Vitulli	Cynda Bruce
10:15— 10:35a	2. Consent Calendar (Action Item) ✚ January Meeting Minutes (Attached) ✚ Financial Report ✚ Ridership Tracking	Cynda Bruce/All
10:35— 10:50a	3. NWOTA Standing Items ✚ Marketing Update – Pending contract ✚ Website Update	Sarah Lu Heath
10:50- 11:05a	4. Token Transit	All
11:20- 11:30p	5. Other Business	All
11:30a – 12:00p	6. Member Updates	All

Attachments:

January 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 Minutes

Thursday, January 13, 2023

In Attendance: Cynda Bruce, Jeff Hazen, Sarah Lu Heath, Arla Miller, Mike Reed,

Consent Calendar Reviewed: Financials were not provided at this meeting. No update was received from Trillium for web services. Ridership and emissions tracking numbers were reviewed. Motion to approve the consent calendar was made by John Dreezen and seconded by Jeff Hazen.

Marketing Update: TCTD is waiting on professional services agreement for contract.

STIF Update: Arla Miller provided an update on the STIF Discretionary process. Notably, Patrick DePriest is leaving his role with ODOT; the funding requested was approximately \$50 million with \$28 million available for disbursement. It was also noted that the ODOT process was shortened this cycle.

The NWACT reviewed the projects and voted to support all three applications in the region.

Other Business: It was requested that all attend an in-person meeting in Tillamook to welcome their new director in February. An agenda item of token transit was requested in February.

Updates:

Tillamook County Transit District: Brain Vitulli has accepted the director position at TCTD and will start in February. TCTD elected four new board members. The district will be starting a new service with three trips per day to Portland. TCTD is restoring service to north bound lines including service to Port of Tillamook Bay. New fare policy started with flat rate fares and the addition of token transit.

Columbia County Rider: Recently reduced service to Portland. Van pools are being consider to provide alternative transit options.

Lincoln County Transit: Successfully completed review. Applications for grants are underway.

Meeting was adjourned at 11:26am

Tillamook County Transportation District
Board of Directors Regular Monthly Meeting
Thursday, January 19, 2023 – 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 6:01 pm.
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

Mary Johnson, Board Chair
Gary Hanenkrat, Treasurer
Linda Adler, Secretary
Marty Holm, Director
Jackie Edwards, Director

TCTD Staff

Mike Reed, Interim General Manager/ Operations Superintendent
Cathy Bond, Finance Supervisor (ABSENT)
Natalie Zuercher, Admin Assistant/ Board Clerk
Jules Hooter, Brokerage Manager

Guest

Will Chappell, Headlight Herald
Catherine Hendrix, Guest
Arla Miller, ODOT
Kathy Kleczek, NW Transportation Options
Nathan Finn, Guest

4. Announcements and Changes to Agenda:

IGM/OS Reed discussed FS Bond being absent due to bereavement leave. Due to this, no financials tonight as well as service report. Didn't want to present incomplete information. Recognized Carol McAndrew. Talked about resolutions coming from council today. Didn't have resolution originally stated #23-01 so resolutions are renumbered.

Dir. Holm asked about renumeration of items. IGM/OS Reed clarified why the renumeration occurred.

5. Public & Guest Comments:

- a. Catherine Hendrix introduced herself as a member of the Oceanside Neighborhood Association. Discussed 10-year investment plan as well as development of Oceanside Community Coalition. Hopes that the transportation district will be involved as stakeholder or partner. See if there is interest here.

Still in infant stages. Identified 26 partners for stakeholders and transportation district came up. Discussed paving of parking lot and improvements that could be made. Have been meeting for 6 weeks. Supported by Nan Devlin (TCVA) she has made similar plans with tourism but ours is roads, pavements, and projects. She would hold informational meeting. Come up with mission statement and then plan. Wanted to introduce concept of this. Wanted to see where support is. I do not have anything in writing to give to you yet. Once get, can send to website. Introduced this to feedback email address. I know you are in a state of change. Just looking for support and voice in how moving forward.

IGM/OS Reed said he didn't receive email and you are correct; we have new GM on way. This project will be introduced to him. We are always interceded in making friends with community partners. Route 2 service is vital with in county services. Discussed paving and keep in mind we are transit organization, different between us and roads and signs. We would like to be a partner in this discussion.

Catherine Hendrix said she will let Bruce know about giving more information to TCTD about this. Hoping this brings us back together as a community. Will send written documents your way when receive them.

Dir. Adler asked about how TCTD could be of help to this.

Catherine Hendrix responded that she worked 25 years in transportation, passionate about public transportation. Knows TCTD does a great job.

Kathy Kleczek mentioned helping organizing employers in area. Send them my way with transportation. SDAO conference is coming up, hope some have registered and will be there. Opportunities to bring up issues on agenda. Send me an email if this is so. Hope to see some of you there.

6. Executive Session: None

REPORTS

7. Financial Report:

IGM/OS Reed discussed the provided Visa and Fred Meyer statements.

8. Service Measure Performance Report: None.

9. Northwest Oregon Transit Alliance:

IGM/OS Reed updated about pending contract with Trillium, awaiting language. Will be signed and taken care of.

Discussed STIF funding, led by Arla Miller. Move partners in the same direction and plan for the future. Partners are excited to meet Brian.

10. Planning & Development: IGM/OS Reed shared the following updates:
Service Expansion happening Sunday. Doug had spent a lot of years on this. Three Route 5 trips going into Portland. TCTD is now meeting this specific need.

Final implementation of the fare policy. Didn't happen in September due to GM passing in June. Come Sunday these projects will be wrapped up. We have expanded service with Route 6. It has been a heavy lift at the end. Super excited about this. Fare will be more affordable. Youth under 18 rides free. TBCC students ride free. In county services will be \$1 for one fare. The larger change is that Route 5, there isn't a \$15/\$20 pass. It will be \$15 each direction now as well as discounted fares on Route 5. Offering a 10-trip pass for \$120 or \$60 for reduced. Hope is to give folks more access to transit. The next 12-18 months want to see ridership grow. Hopes this will be last of services changes. Thank you for allowing me to work on this and pull it off.

11. Grant Funding: IGM/OS Reed shared the following updates:
Discussed the 4 Resolutions, these deadlines are tomorrow. These things happened quick at the end. Kind of let this slip a little bit, had to put together last minute. The district is so lucky to have Arla Miller who has stepped in to help me with this. She has done this work on behalf of the district. These resolutions are her work product. These are STIF, 5310, 5311, funding these are rollover from same plan. A few small changes but they are similar to 2021-2023 STIF plan.

12. Facility/Property Management: IGM/OS Reed shared the following updates:
None

13. NW Ride Brokerage: BM Hooter shared the following updates:
Ridership has increased 250-300 rides a day for customers. Almost fully staffed.

14. Miscellaneous:
None

CONSENT CALENDAR

- 15. Motion to Approve the Minutes of December 15, 2022 Regular Board Meeting
- 15. Motion to Approve the Minutes of December 9, 2022 Executive Session Meeting
- 16. Motion to Approve the Minutes of December 9, 2022 Special Meeting
- 17. Motion to Approve the Minutes of December 21, 2022 Executive Session and Special Meeting
- 18. Motion to Approve the TCTD December 2022 Visa and Fred Meyer Statements

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

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

ACTION ITEMS

19. Resolution #23-01: In the Matter of Establishing a Salary Range for the General Manager.

Motion by Dir. Adler to Approve Resolution #23-01: In the Matter of Establishing a Salary Range for the General Manager. Motion seconded by BC Johnson

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

20. Resolution #23-02 In the Matter of Authorizing the Interim General Manger to Submit Population-Based Funds Subrecipient Application FY 2023-25

IGM/OS Reed said because there was a combination of STF and STIF funding, due to act of legislation in 2017 these are included together. Marie Mills must submit to STIF to us as subrecipient. This authorizes us to submit to their portion.

Dir. Adler asked about reference to high income/ low-income areas household also asked about inclusion of south county. IGM/OS Reed replied that this is a question for Resolution #23-03.

Motion by Dir. Edwards to Approve Resolution #23-02 In the Matter of Authorizing the Interim General Manger to Submit Population-Based Funds Subrecipient Application FY 2023-25. *Motion Seconded* by BC Johnson.

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

21. Resolution #23-03 In the Matter of Adopting the 2023-2025 STIF Plan and Authorizing the Interim General Manager to Submit Application for STIF Formula Funds

Arla Miller responded to Dir. Adler's question on previous Resolution. Put this together last minute. Carried over programs that where there before. Continued the projects forward with reduced fare, deviated fixed route services, add more

funds to contingency pots, etc. With short time frame, this is what I could do. I don't know about South County.

Dir. Adler asked if we could revise along the way. Arla Miller replied ODOT was not given the authority to amend these agreements for STIF funds. This would have to be down the road.

IGM/OS Reed added that these are formula funds, not discretionary. For the most part this is what continues to keep wheels going on what we are currently doing. With new vehicles, increased fuel prices, expansions in service, those are discretionary for Route 5 on last two biennium's.

Motion by Dir. Holm to Approve Resolution #23-03 In the Matter of Adopting the 2023-2025 STIF Plan and Authorizing the Interim General Manager to Submit Application for STIF Formula Funds. *Motion Seconded* by Dir. Hanenkrat.

Motion Passed

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

22. Resolution #23-04 In the Matter of Authorizing the Interim General Manager to Submit 2023-2025 Federal Grant Funding Application

IGM/OS Reed clarified that 5310 grant is specifically for senior and disabled services. We try to put preventative maintenance in the pot. All vehicles are ADA accessible which means we can use this for that. We use grant 5311 for 60/70x services to keep those running.

Motion by Dir. Holm to Approve Resolution #23-04 In the Matter of Authorizing the Interim General Manager to Submit 2023-2025 Federal Grant Funding Application. *Motion Seconded* by Dir. Hanenkrat.

Motion Passed

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

DISCUSSION ITEMS

23. Appointment to Board of Director Position #1 Expiring 2025 and Appointment to Board of Director Position #4 Expiring 2023.

BC Johnson asked about ballot with positions. IGM/OS Reed replied that 2023 will be on ballot and 2025 will be that year unless filled. Dir. Holm added that all four are on the ballot. BC Johnson said these are interim period fill ins.

Dir. Hanenkrat asked about one in July. BC Johnson replied that TJ Fiorelli also put in an application back in July. There is a total of 4 applications to board for vacancies.

Dir. Holm said he doesn't know why we aren't letting elections take its course. Dir. Hanenkrat agreed. Dir. Adler added that elections aren't completed for 6 months. IGM/OS Reed added that the filing process starts now, swearing in isn't until July.

BC Johnson asked for Dir. Edwards opinion. Dir. Edwards replied that it's a good point that there's time in between. I guess I don't have strong feelings one way or another.

Dir. Holm clarified the seats that are up for election. Dir. Adler asked about a 5th seat in election.

Dir. Edwards added that we need experience on the board, glad Gary is here. BC Johnson said we should let voters decide. Dir. Hanenkrat agreed.

BC Johnson said it will be a lot of change when the new GM arrives. Dir. Edwards said she agrees. I think it's a good idea to wait. Its good input.

Dir. Holm said I expect these folks will be filing for election. This could be me or Jackie.

24. Staff Comments/Concerns:

Interim General Manager/ Operations Superintendent Reed: Thank you to the board, it's been an experience, thank you for trusting me. This isn't what I said yes to in June, but it's been good for my career. Going through this with NWOTA. There is a huge group of people who made this happen and keep going. Natalie is an Administrative Assistant but has been an executive leader for the past 6 months.

Admin. Assistant/ Board Clerk Zuercher: Thanked the board for their patience.

Brokerage Manager Hooter: Nothing.

25. Board of Directors Comments/Concerns:

Dir. Holm: Thanked Mike for his period of time especially with these big operational changes. They are a big evolution to district. Working with the community is spectacular. Thank you to everyone else. Thank you, Jules, for taking over the Brokerage. Carol is a wonderful person, condolences to Cathy.

Dir. Adler: Mike you did an amazing job. We are almost to finish line. Thank you all for everything and Happy New Year.

Dir. Hanenkrat: Thank you to staff, hopefully we can get close to normal soon.

Board Chair Johnson: Thank you Arla for all your work. Appreciate you keeping us running. Thanked everyone for being here.

IGM/OS Reed said Mary has been a wonderful chair.

Dir. Edwards: This has been a trying time, just looking at it. None of us are in trenches, thank you Mike. Everyone working together regardless of what is going on. All of you have been phenomenal.

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

These minutes approved this 16th day of February 2023.

ATTEST:

Mary Johnson, Board Chair

Brian Vitulli, General Manager

**Tillamook County Transportation District
Budget Calendar
FY 2023 – 2024**

February 16, 2023 @ Board Meeting	Appoint Budget Officer
March 16, 2023 @ Board Meeting	Appoint New Budget Committee Members (if necessary)
April 14, 2023	Review Draft Budget with Treasurer
April 20, 2023 @ Board Meeting	Distribute Draft Budget to Board
April 20, 2023	Distribute Draft Budget to Budget Committee
April 18, 2023 (due 4/13/23)	Publish 1st Notice of Budget Committee Meeting (<i>no more than 30 days prior to meeting.</i>) The Notice must contain the date, time and location of the first budget committee meeting scheduled for receiving the proposed budget, hearing the budget message, and taking questions and comments from the public. Notice will be posted in the newspaper and on the District's website. Notice must contain website address.
May 2, 2023 (due 4/27/23)	Publish 2st Notice of Budget Committee Meeting (<i>no less than 5 days prior to meeting.</i>) The Notice must contain the date, time and location of the first budget committee meeting scheduled for receiving the proposed budget, hearing the budget message, and taking questions and comments from the public. Notice will be posted in the newspaper and on the District's website. Notice must contain website address.
May 11, 2023	Budget Committee Meeting Present budget message and comprehensive outline of the proposed 2023-2024 budget. Public comment will be taken. Next budget meeting (if necessary) will be scheduled at this meeting.
May 30, 2023 (due 5/25/23)	Publish Notice of Budget Hearing & LB-1 (<i>No more than 30, no less than 5 days prior to budget hearing.</i>) At the same time you publish the budget summary, you must also publish a notice of the budget hearing. The hearing notice gives the place and time of the hearing (ORS 294.438, renumbered from 294.416). The same publication methods described for the notice of budget committee meeting are used: Unlike the notice of budget committee meeting, if the hearing notice is by newspaper, only one publication is required and there is no internet publication option. The Notice must include Forms LB-1.
June 15, 2023 @ Board Meeting	Budget Public Hearing Hold public hearing on the budget as approved by the budget committee. Expenditure adjustments, if any, are restricted to \$5,000 or 10%, whichever is greater, of the amount approved for each fund by the budget committee. Board adopts budget by resolution to appropriate funds and impose and categorize taxes.
July 14, 2023	Deadline to Certify the 2023-24 Tax Levy to the County Assessor. Deliver two copies each of the Tax Certification LB-50 form & Resolution Adopting the Budget.
September 29, 2023	Deliver a complete Budget document to Tillamook County Clerk Office. Resolution only unless requested by Clerk's office

*Please note that bolded action items are required by budget law

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

**Authorizing Signing Authority for)
District Bank and Investment) RESOLUTION NO. 23-05
Accounts)**

WHEREAS, the Tillamook County Transportation District (the "District") invests District funds through the Local Government Investment Pool (LGIP) as well as Umpqua Bank;

WHEREAS, all transactions must be authorized by an approved signer on behalf of the District.

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

1. That Mary Johnson, Jackie Edwards, Linda Adler, Marty Holm and Gary Hanenkrat are Directors of the District, and are hereby authorized to sign on behalf of the District for the LGIP and Umpqua Bank accounts.
2. That Brian Vitulli is the General Manager and hereby is authorized to sign on behalf of the District for the LGIP and Umpqua Bank accounts.
3. Any designated depository ("Bank") of the District is authorized and directed to honor and pay any checks, drafts, or other orders for the payment of money withdrawing funds from any account of the District when bearing or purporting to bear the facsimile signatures of the persons identified in Sections One and Two of this Resolution, whether such facsimile signatures be made by stamp, machine, or other mechanical device.
4. This Resolution shall become effective immediately upon its passage and shall remain in force until revoked by written notice to the affected bank of the action taken by the Board of Directors of the District. This Resolution supersedes previous motions and resolutions regarding authorized signers for District investment and bank accounts.

INTRODUCED AND ADOPTED this 16th day of February 2023.

ATTEST:

By: _____
Mary Johnson, Board Chair

By: _____
Brian Vitulli, General Manager



Tillamook County Transportation District
Board of Directors Application

Name of Applicant: **Marni Johnston**

Street Address: [REDACTED]

Mailing Address: [REDACTED]

Home Phone: [REDACTED] Cell Phone: [REDACTED]

Email Address: [REDACTED]

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

Previous Employment
City of Cannon Beach, City of Rockaway Beach, NKN School District 56

Prior Governmental Experience (elected or appointed)
I have worked in local government finance for over a decade.

Prior Board Service Experience, other than governmental
Rockaway Beach Special Olympics (formerly), Tillamook County Tourism Advisory Committee Member

Other Community Affiliations
I have been a lifelong resident of Tillamook County. Prior to my children's graduations from school, I helped with numerous NKN 56 fundraising efforts.

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:
My oldest son has a disability and does not drive. He relies on the WAVE bus for transportation several times each week. We are very grateful for this service for it allows him to work a steady job and gives him independence.

Why do you wish to serve on the TCTD Board of Directors?
I heard that there was a board vacancy, and I am always happy to help out in our community. I do have a genuine interest in the transportation needs of the north Tillamook county citizens, particularly those who must rely upon the Wave (disabled and/or impoverished citizens).



Tillamook County Transportation District
Board of Directors Application

Name of Applicant: **Thomas J. Fiorelli**

Street Address:

Mailing Address:

Home Phone:

Cell Phone:

Email Address:

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

Housing Coordinator, Tillamook County

Previous Employment

Instructor (U of O), Housing Analyst (U of O), Consultant (Owner), Planner (LCOG), Econ. Dev. Director (Gardiner, ME), Outreach Coordinator (U.S. House Rep, 2012)

Prior Governmental Experience (elected or appointed)

City of Eugene Planning Commission (appointed), City of Eugene Urban Renewal (appointed), Center for the Advancement of Sustainable Living (U of O)(appointed)

Prior Board Service Experience, other than governmental

Historic Preservation (Gardiner, ME), Code for America (Eugene), Bitforest (Eugene)

Other Community Affiliations

Board of Directors, (Tillamook Habitat for Humanity), Emergency Food and Shelter Program (Tillamook), Toastmasters (Tillamook Talkers)

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:

As Housing Coordinator, I know the needs of those with few or no transportation options, and I researched transportation and land use in college and graduate school.

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

TCTD serves a key role. Public transit was critical for me as a young person without a vehicle. My professional research has demonstrated its importance in community development. And, as Housing Coordinator, I am interested in rural transit-oriented development for the efficiency, equity, and built-in ridership that it fosters with growth.



Tillamook County Transportation District
Board of Directors Application

Name of Applicant: **Mary S. Leverette**

Street Address:

Mailing Address:

Home Phone:

Cell Phone:

Email Address:

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

Retired

Previous Employment

City of Portland, Manager, Business Recycling Programs; State of Oregon, Acting Director, Medical Marijuana Program; State of Oregon, Director, Corrections Mental Health Services

Prior Governmental Experience (elected or appointed)

See above. Appointed to serve 1 year on the State Plumbing Board

Prior Board Service Experience, other than governmental

None

Other Community Affiliations

Master Recycler, including organizer of the 2022 Wheeler Clean-up Day; recent candidate for Wheeler City Council (was not elected); P.E.O. Oregon Scholarship Committee Chair 2018-2019, 2019-2020, 2023-2024; other affiliations given on reqt.

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:

I am not completely knowledgeable about the public transportation needs of residents of Tillamook County. I would like to change this & become involved and responsive to the needs of my neighbors.

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

I wish to be a contributing, engaged member of my community, making public services widely available, as appropriate, & making these efficient & effective to meet the varied needs of my neighbors. I am organized, have government experience & dedication to my community. Thank you for your consideration.



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?