

**The Loop - Morrow County Transportation  
Special Transportation Fund (STF)  
Advisory Committee Agenda**

January 19<sup>th</sup> 2021

3:00 pm

Bartholomew Building - Lower Conference Room

110 N. Court St.

Heppner, Or. 97836

**See Electronic Meeting Information on Page 2**

1. Call to Order, Welcome and Roll Call
2. Public Comment
3. Election of Chair and Vice Chair
4. Approve Minutes
  - a. April 21<sup>st</sup>,2020 & July 21<sup>st</sup>, 2020, October 10<sup>th</sup> 2020
5. Update -Transportation Coordinator, Katie Imes
  - a. Covid-19
  - b. Ridership/Drivers
  - c. Budget
6. Other Business
  - a. Joint Work Session – FY 21-22 Operating Plan
  - b. STF Committee Membership- Three Vacancies to be filled

Next Meeting:

April 20<sup>th</sup>, 2021 Location: To be announced

Adjourn

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Katie Imes at 1-844-676-5667 or 541-676-5667

## **Electronic Meeting Information**

Morrow County is inviting you to a scheduled Zoom meeting.

Topic: STF/STIF Quarterly Advisory Committee Meeting

Time: Jan 19, 2021 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84398035710?pwd=aHdDWXVJOFV LZzV5MVcyYk1kNytDUT09>

Meeting ID: 843 9803 5710

Passcode: 331944

One tap mobile

+12532158782,,84398035710#,,, \*331944# US (Tacoma)

+13462487799,,84398035710#,,, \*331944# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Meeting ID: 843 9803 5710

Passcode: 331944

Find your local number: <https://us02web.zoom.us/u/kyDFy27kq>

**Morrow County  
Special Transportation Fund  
Advisory Committee (MC-STF)**

**BY-LAWS**

**ARTICLE I – NAME**

The name of this advisory committee shall be Morrow County Special Transportation Fund Advisory Committee (MC-STF).

**ARTICLE II– PURPOSE**

This Advisory Committee is established in the interest of transit system users (seniors, disabled, veterans, Hispanic, and any other pertinent person groups) in Morrow County. Its purpose is to advise the Morrow County Court (Agency) on matters that pertain to the Special Transportation Fund and all matters regarding the transportation needs of those utilizing the transit system. The Advisory Committee will make recommendations that encourage and promote the accomplishments of those needs that directly affect the welfare of those who desire and/or require such services.

**ARTICLE III – ROLES and RESPONSIBILITIES**

The Advisory Committee will:

1. Advise the Agency regarding opportunities to coordinate STF monies and STF-funded projects with other transportation programs and services to avoid duplication and gaps in service.
2. Review the proposed distribution of Formula Program monies and make informed recommendations to the Agency.
3. Review Discretionary Grant proposals and make informed recommendations to the Agency.
4. Serve as a balanced voice to the Agency on behalf of the represented users across Morrow County.
5. Serve only in the role of advisor and have no authority and/or decision making powers of which rest with the elected representatives or their designated staff.
6. The MC-STF may provide guidance on the further establishment of operating processes and procedures for the refinement of the Morrow County STF Program.

## ARTICLE IV – MEMBERSHIP

1. The Morrow County Court (Agency) will appoint members to the Advisory Committee in January, with the recommendation of the Advisory Committee and/or Communities of Morrow County.
2. Advisory Committee member(s) shall be appointed to serve for a period of not more than four (4) years unless approved by the Morrow County Court.
3. Advisory Committee member(s) will be appointed to terms in such a way that not all members are appointed in any one year. At least two, but no more than half of the members will be appointed each year. Appointments will initially be done to stagger the terms of the members.
4. The Advisory Committee shall consist of a minimum of seven (7) to a maximum of eleven (11) members.
5. To qualify to serve on the Advisory Committee, an individual will:
  - a) Reside in Morrow County;
  - b) Be knowledgeable about the transportation needs of the individuals utilizing the system,
  - c) Be representative of a person utilizing the system.
  - d) The Agency will consider geographic diversity and balance membership qualifications when appointing Advisory Committee members, to the extent possible.
  - e) Five members must be seniors or persons with disabilities, or work with such a person.
6. Committee members absent from three consecutive meetings will be contacted by the Advisory Committee Chairperson to determine if they wish to continue serving. Failure to attend four consecutive meetings will result in the recommendation by the Committee Chairperson to replace the absent member.
7. Vacancies on the Advisory Committee will be filled by the Agency without undue delay. The replacement shall serve the remainder of the predecessor's term.
8. Members of the Advisory Committee may be reimbursed for expenses incurred relative to business of the organization. Reimbursement requests will be submitted and processed in accordance with Morrow County policy and procedures.
9. The Advisory Committee may recommend removal of a member by the Morrow County Court by a vote of two-thirds of the majority of all members. Such removal shall be for cause.

## ARTICLE V – MEETINGS

1. The Advisory Committee shall adhere to public meeting laws, as applicable.
2. The Chairperson shall conduct regular meetings at the time and place agreed upon by the committee members or as determined by the committee at regular meetings.
3. Regular meetings will be held at a minimum of four (4) times per year or more frequently if required.

4. The Chairperson may call other meetings as deemed necessary, provided notice is given in accordance with public meeting laws and to all members.
5. A quorum of the Advisory Committee shall consist of a majority of all the members appointed.
6. All meetings shall be posted and open to the public.
7. In points of question, the proceedings of the Advisory Committee shall be governed by Roberts Rules of Order, as revised or other rules adopted by majority vote and included as addendum to these By Laws.
8. Attendance may be achieved by being in person or available by phone or other electronic means.

#### **ARTICLE VI – VOTING**

1. Each Advisory Committee member shall have one vote.
2. A quorum must be present to approve any action. In order to vote, a member must be available in person, by phone, or other electronic means.
3. Each Advisory Committee Member is able to attend the meeting by telephone, or choose to send a suitable replacement to attend. Members shall notify the Chairperson or Vice-Chairperson of any existing or potential conflicts of interest.

#### **ARTICLE VII – OFFICERS**

1. At its first meeting of the new fiscal year, the Advisory Committee shall elect by majority vote a Chairperson and Vice-Chairperson. In the event of a vacancy in either of these positions, the vacant position will be filled by nomination and election at the first meeting following the vacancy. All officers shall be elected.
2. The duties of the Chairperson are as follows:
  - a) Preside at all regular meetings and special meetings of the Advisory Committee.
  - b) Act as the official spokesperson for the Advisory Committee.
  - c) Notify the Agency along with the MC-STF Coordinator of all actions taken by the Advisory Committee.
  - d) Ensure that minutes are taken at all meetings and are promptly provided for record keeping.
  - e) Shall sign such correspondence or documents as may be necessary to the Advisory Committee's function.
  - f) Shall be a voting member of the committee.
  - g) Perform such other duties as the Advisory Committee and Agency shall direct.
3. The Duties of the Vice-Chairperson are as follows:
  - a) In the absence of the Chairperson or during his or her incapacity to act, shall perform the duties of that office.
  - b) Perform such other duties from time to time, as assigned by the Chairperson.

4. All officers shall be elected for one (1) year or until their successors are elected. No officer shall be eligible to serve more than two (2) consecutive years in the same office unless approved by the Morrow County Court.

### **ARTICLE VIII – MC-STF COORDINATOR**

1. A Coordinator may be hired and/or appointed by the Morrow County Court and shall act as an advisor to the Advisory Committee.
2. Designated support staff will be responsible for providing public notice of all meetings, meeting minutes; liaison work with county, state and federal entities, and other duties as determined by the Advisory Committee and approved by the County Court.
3. Serve as the administrator for MC-STF formula program application and reporting requirements.

### **ARTICLE IX – DISPATCH**

1. Morrow County Court shall establish a dispatch program. A Dispatcher may be hired and/or contracted by the Morrow County Court to assist in the effectiveness of transporting users of the system.
2. An 800 number will be established by Morrow County, with the use of STF funds, for the purpose of consistent communication for Morrow County STF system users.
3. Morrow County Court shall hire or contract to fulfill this obligation.

### **ARTICLE X – SUB COMMITTEES**

1. Special subcommittees of the MC-STF Advisory Committee may be appointed by the Chairperson and shall be time limited and issue oriented.
2. Such committees shall have an uneven number of members.
3. All recommendations by subcommittees must be voted on and passed by a majority quorum vote of the subcommittee.
4. Such committees of the Advisory Committee shall be governed by Roberts Rules of Order, as revised.
5. Subcommittees are advisory in nature for further fact finding and/or assistance to the full Advisory Committee.

### **ARTICLE XI – AMENDMENTS**

The MC-STF Advisory Committee may recommend alterations/amendments of these by-laws to the Morrow County Court (Agency) by two-thirds vote of all Advisory Committee members at any regular or special meeting, provided that such notice of intention to make, alter, amend or repeal the by-laws shall have been given ten (10) days prior to such meeting.

**ARTICLE XII – FISCAL YEAR**

The fiscal year of the Morrow County Special Transportation Fund (MC-STF) Advisory Committee shall be a twelve (12) month period from July 1 through June 30.

We the Morrow County STF Advisory Committee have executed these By-Laws

this 22<sup>nd</sup> day of October 2014.

**SIGNATURES**

[Signature] 1-28-15  
MC-STF Advisory Committee Chairperson Date

[Signature] 1-28-15  
MC-STF Advisory Committee Vice-Chairperson Date

**Approved by the Morrow County Court**

this 28<sup>th</sup> day of January 2015.

[Signature]  
Terry K. Tallman - County Judge Date

[Signature] 1/28/2015  
Leann Rea - Commissioner Date

[Signature] 1/28/2015  
Don Russell - Commissioner Date

Attest:  
[Signature]  
Morrow County Clerk



**Morrow County Transportation  
The Loop STF Advisory Committee  
April 21, 2020  
Bartholomew Building and Zoom  
Heppner, Oregon**

**The Loop Committee Members Present:**

Leann Rea	Karen Pettigrew	George Nairns	Mike Jones
Sheryll Bates	Betty Gray		

**Absent:**

Jessica Calderon	Kevin McCabe	Cynthia Navarro
Aaron Palmquist	Sam Bellamy	Gregg Zody

**Others Present:**

Katie Imes – The Loop Coordinator  
Nichole High – Program Dispatcher  
Dick Paris- Public  
Phyllis Gilbertson- Public

Vice Chairman Sheryll Bates convened the meeting 3:00 p.m.

**Public Comment:** Public comment was opened and was closed at 3:40 p.m.

**Welcome/Introductions:** Sheryll welcomed everyone and thanked them for coming. Everyone introduced themselves.

Katie took this time to introduce herself to the board as the new Transportation Coordinator and gave some background about herself.

**Minutes:** George moved to approve the minutes for January 21,2020 as presented. Betty seconded. Passed with a unanimous decision.

**Appointments:** Katie discussed the appointments for herself as the Transportation Coordinator replacing Anita Pranger and for Gregg Zody who was replacing Carla McClain as the new Morrow County Community Development Director.

**Update – Katie:**

Katie discussed the documents that were given to the board about the drivers' update which was a document that was made for the meeting that she had with the drivers.

Leann asked Katie under what category Gregg falls under to represent the board and Katie stated that he is under local government, land use planners.

The COVID-19 update which was a document given to the drivers stating that as of March 20, 2020 the drivers will be required to wear a face mask while transporting riders.

At this time George asked how the drivers where sanitizing the vehicles? Katie stated that there are sanitizing wipes in each vehicle where the drivers are to wipe down any and all high touch areas, as well as having hand sanitizer.



Katie then went over the cancellations page that was presented that shows that there had been a high number of cancelled rides from March 13, 2020 to April 15, 2020 due to COVID-19. George asked if we were still able to provide essential rides like cancer treatments and dialysis treatments and Katie responded yes, we were.

The yearly ridership totals as well as a break down for Heppner, Boardman, and Irrigon were given. Betty asked why lone wasn't included. Nichole stated that lone is under the Heppner tab with drivers being out of Heppner. Sheryll asked if other transportation agencies were also seeing a drop in service needs. Katie stated that on her conference call this month all the agencies stated that at this time ridership totals were dramatically down.

**Budget:** Katie presented the budget and stated that she had received Quarterly payments from the Highly Rural Veterans Grant and from ODOT. The budget that was presented went to Board of Commissioners the week prior to today's meeting and had been approved. Katie stated that she will be working with Gregg Zody, Community Development Director and Kate Knop the Finance Director to become more knowledgeable of the funds. Sheryll asked if there were any funds that needed to be used at this time before they are unable to and Katie stated that the Discretionary grant that is used to pay Nichole 19 hours will be ending as of June 2020. George asked if we could reapply for the grant, Katie stated that she would look into it. Discussion was held about the consolidation of STF and STIF funds on a state level and it was noted that the state had not moved forward with that at this time. Sheryll Bates asked Katie how do we know what funds we can spend and Katie stated that it would be on the expenditure lines and that she would be looking into how to better read the statement with Kate.

#### **Other Business-**

Katie is to set the year of meetings and send them out to the advisory committee.

Sheryll stated that she will be retiring in June and the new person is hired and could take over her seat on the board if needed. She would just like to be sure how to properly get them appointed.

Dick Paris, a public member and a driver for The Loop spoke and asked why after so many years are the drivers being taxed and why was he not given a reason to why? Leann stated that she understands the frustration and directed him to speak with Kate Knop the finance Director, who was the person who looked into this issue and found it to be necessary. Leann was under the impression that a stipend was not taxable either but she had not had to personally handle that issue for years. Dick stated that he had past jobs, years ago that he made a stipend on and mileage and was not taxed. He was most upset that half of what he received as his stipend he had to pay in tax. Sheryll Bates asked if there was any way to get around this. Leann stated that maybe some research needed to be done in the issue. Sheryll asked Katie how other agencies were paying their drivers. Katie stated that most are paid drivers as we are one of the last agencies with volunteer drivers but will look into things and give an update on payment options at the next meeting.

\*The minutes were set to be recorded via Zoom but due to a malfunction, they were not.

Next meeting will be July 21, 2020 at 3:00 p.m. in North County.

**Meeting ended 3:40 p.m.**

Respectfully Submitted

Nichole Imes

**The Loop STF Advisory Committee  
July 21, 2020  
Bartholomew Building and Zoom  
Heppner, Oregon**

**The Loop Committee Members Present**

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Katie Imes	Sheryll Bates – Vice Chair	Leann Wright
Aaron Palmquist – Chair	George Nairns	
Gregg Zody	Linda Skendzel	

**Absent**

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Cynthia Navarro	Betty Gray	Karen Pettigrew
Jessica Calderon	Kevin McCabe	Mike Jones

**Others Present**

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Frank Thomas - Regional Transit Coordinator  
Jim Doherty – Morrow County Commissioner

**This meeting commenced at 3:00**

July 21<sup>st</sup> 2020

Started at 3:00

Ended at 3:32

**Public Comment:** Public comment was opened and was closed at 3:32

**Welcome/Introductions:** Everyone was welcomed and thanked for attending. Everyone introduced themselves.

**Agenda Items**

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**Covid-19 Update:** No Drivers/Riders have yet to say they have health issues and are unable to wear a mask

**Ridership:** Katie Imes presented the numbers, and there were no questions presented by the committee.

**Budget:** No Questions/Comment

**Mission Vision Statement:** Make some adjustments, reduce wording and omit duplicate words. Look at putting the Mission Statement on small laminated postcards and to put into vehicles Update brochure to include mission vision statement.

**Other Business**

Dispatcher position is still open, and a second review will be July 24<sup>th</sup>.

New drivers' positions – a review will take place July 24<sup>th</sup>.

**Katie Imes:** is working on a new drug and alcohol policy – Eligible for federal 5339, 5311 and CARES Act Need Based Grants. Working with Administration and HR, to get it in order. For safety sensitive positions (employees only) The Loop only.

**Legislative Update:** STF/STIF consolidation has been pushed out to 2023

Preliminary 21-23 Grant Timeline: No comment

Leann is retiring effective today

Motion passed to accept Leann's resignation

Meeting ended at 3:32

**Next Meeting Date and Time**

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October 20<sup>th</sup>, 2020 – Time to be Decided.

**The Loop - Morrow County Transportation**  
**Special Transportation Fund (STF)**  
**Advisory Committee Agenda**

October 20th. 2020

3:00 pm

Bartholomew Building - Lower Conference Room

110 N. Court St.

Heppner, Or. 97836

**1. Call to Order and Roll Call**

Start: 3:02

No Forum Today

Brandy Medrano Veterans Affairs Office

Gregg Zody Community Development Director

Heidi Turrell Dispatcher

Betty Gray Community Member

Katie Imes Transportation Coordinator

**2. Welcome/Introductions**

**a. New Dispatcher – Heidi Turrell**

Welcome, Heidi. We're glad to have you.

**3. Public Comment**

No question/comments

**4. Approve Minutes**

**a. April 21<sup>st</sup>,2020 & July 21<sup>st</sup>, 2020**

Unable to approve minutes.

**5. Update -Transportation Coordinator, Katie Imes**

**a. Covid-19**

On COVID-19, we are doing the same things that we've been doing for several months now. disinfecting the vehicles after every ride, and we have the plastic barriers up in the vans, we have plenty of supplies and sanitizer, disinfectant, and masks.

All of our riders have been compliant with wearing their masks. We haven't had any issues with that. And our drivers are doing a great job as well.

I think the only other thing I want to share is that we do have a lot of riders that express their gratitude for the service during these times. a lot of people rely on public transportation to get to very important medical appointments.

**b. Ridership/Drivers**

The quarterly totals for our ridership and you're going to see the number has gone up from last quarter. Last quarter, we had 253 rides total was the lowest quarterly total probably for years, due to COVID-19. We're getting back up there this quarter with 423 rides.

We have more drivers now too, there's a new driver in Heppner we just hired this week. So we have two drivers in Heppner.

Jack Lytton who's been here for 15 years he just officially retired from The Loop. I hear so many great things from the community about Jack. And so I just wanted to give a shout out to him and let you all know that he is officially retired now he's selling his home and planning to move on.

Okay, and then we have two new drivers in Irrigon, for a total of three. The two new drivers are a husband and wife team. They're great people. They're going to be great for The Loop. John Blazer in Boardman, he's a new driver. So we're getting our drivers back up and going, which I think is going to help with our quarterly total.

Brandy: Hey, Katie, I have a question on numbers. I was wondering if you have the numbers for how many veteran rides have been given?

September, we had 25 rides.

August, we had 8.

July, we had 22.

Brandy: Do you keep track of the numbers for denied rights for Veterans?

Yes. Of veterans as well? Yeah. That is something that we can do.

**c. Budget**

Okay, so on to the budgets. There's three. 216 Special Transportation Budget, the Vehicle Reserve Budget, and the FTA Grant Funds are all included there. Does anybody have any questions about the budget?

No questions/comments

**d. Mission/Vision Statement**

**Mission Statement**

The Loop Provides All Residents with Safe, Caring, And Reliable Transportation Service to Enhance Their Quality of Life.

**Vision Statement:**

The Loop envisions a transit system that can wholeheartedly serve the residents of Morrow County as well as our neighbors.

With our communities being vastly rural, our goal is to provide transportation to services and employment to better the quality of life and economy.

**6. Other Business**

Topic Sessions – Calendar Dates? Topic Items? Nov. 10<sup>th</sup> @10:30 am

Aaron had requested that we put together some calendar dates for topics, sessions. Greg and I got together and decided on the first one, November 10, at 10:30 am. and this will be a time for us to plan and prioritize. And I'm going to share a document that was shared with me that I think could be helpful for us as we move forward with these topics, sessions.

This was sent to me by Frank Thomas our ODOT coordinator. And this is just an outline of where we're at, where we're going. it's a very basic breakdown, I'm going to send this out to everybody in the committee's and have everybody review it and just go through it and, and be able to, to glean off of it because, Aaron had voiced some concern about having a plan and, and prioritizing, different projects that we want to do. And so I think that if we can all come together and do

something like this, it would help keep us on course. And give us you know, just somewhere to start.

The next work session, November 10. I will have this for everyone. And I'll send it out early also so that everyone can review it and that but it just goes over the program. And what we offer and what we want to offer, you know, and how we want to grow. And in there they talk about events that we want to participate in. It also talks about the challenges that we might come across. And then, as you can see, there are some maps in there, and actual routes, for different services, and whatnot. So I just think that this is a useful tool for us. November 10, at 1030.

**a. STF Committee Membership- Three Vacancies to be filled**

We have three vacancies that are open on the STF Committee. And also wanted to announce that Sheryl Bates has been reappointed by the commissioners, just serve another four years on this committee, and then on the STIF committee as well.

**b. Next Meeting January 19<sup>th</sup> – Election of Chair and Vice-Chair**

Okay, and then the next meeting is January 19. And that meeting will have the election of Chair and Vice-Chair.

Katie: I haven't participated in that in the past. So I'll be looking to the committee members to help guide that.

**Next Meeting:**

January, 19<sup>th</sup> 2021 Location: To be announced

**Adjourn**

3:22

216-SPEC TRANSPORTATION FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	1,274,524.00		216,306.89		
REVENUE SUMMARY					
NON-DEPARTMENTAL	3,000.00	0.00	2,242.20	757.80	74.74
SPECIAL TRANSPORTATION	850,536.00	0.00	212,650.20	637,885.80	25.00
TOTAL REVENUES	853,536.00	0.00	214,892.40	638,643.60	25.18
TOTAL REVENUES AND FUND EQUITY	2,128,060.00		431,199.29		
EXPENDITURE SUMMARY					
SPECIAL TRANSPORTATION	2,128,060.00	0.00	84,109.06	2,043,950.94	3.95
TOTAL EXPENDITURES	2,128,060.00	0.00	84,109.06	2,043,950.94	3.95
REVENUES OVER/(UNDER) EXPENDITURES	( 1,274,524.00)	0.00	130,783.34	( 1,405,307.34)	10.26-
PROJECTED ENDING FUND EQUITY	0.00		347,090.23		

216-SPEC TRANSPORTATION FUND  
NON-DEPARTMENTAL

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>					
REVENUES					
-----					
INVESTMENT EARNINGS					
216-100-3-65-0105 INVESTMENT EARNINGS	3,000.00	0.00	2,242.20	757.80	74.74
TOTAL INVESTMENT EARNINGS	3,000.00	0.00	2,242.20	757.80	74.74
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TOTAL REVENUES	3,000.00	0.00	2,242.20	757.80	74.74
REVENUE OVER/(UNDER) EXPENDITURES	3,000.00	0.00	2,242.20	757.80	74.74



216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUES					
-----					
GRANT REVENUE					
216-320-3-30-3142 STATE STF FUNDS	67,700.00	0.00	33,850.00	33,850.00	50.00
216-320-3-30-3143 MAINTENANCE GRANT	0.00	0.00	0.00	0.00	0.00
216-320-3-30-3144 STF DISCRETIONARY	66,736.00	0.00	0.00	66,736.00	0.00
216-320-3-30-3145 HRTG - VETS	45,000.00	0.00	19,760.59	25,239.41	43.91
216-320-3-30-3146 STIF Funds	670,600.00	0.00	154,278.00	516,322.00	23.01
216-320-3-30-3147 STIF DISCRETIONARY GRA	0.00	0.00	1,313.00	1,313.00	0.00
TOTAL GRANT REVENUE	850,036.00	0.00	209,201.59	640,834.41	24.61
CHARGES FOR SERVICES					
216-320-3-40-4139 BUS RECEIPTS	500.00	0.00	2,469.00	1,969.00	493.80
TOTAL CHARGES FOR SERVICES	500.00	0.00	2,469.00	1,969.00	493.80
REIMBURSEMENTS					
216-320-3-80-7075 REIMBURSED ITEMS	0.00	0.00	979.61	979.61	0.00
TOTAL REIMBURSEMENTS	0.00	0.00	979.61	979.61	0.00
TRANSFER FROM OTHER FUND					
216-320-3-90-3827 TRANS FROM BUS SHED	0.00	0.00	0.00	0.00	0.00
216-320-3-90-3828 TRANSFER FROM STO	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER FROM OTHER FUND	0.00	0.00	0.00	0.00	0.00
-----					
TOTAL REVENUES	850,536.00	0.00	212,650.20	637,885.80	25.00
EXPENDITURES					
-----					
PERSONNEL SERVICES					
216-320-5-10-1001 COORDINATOR	21,312.00	0.00	11,291.45	10,020.55	52.98
216-320-5-10-1002 DISPATCHER	33,795.00	0.00	11,200.13	22,594.87	33.14
216-320-5-10-1005 DRIVER	184,851.00	0.00	15,140.33	169,710.67	8.19
216-320-5-10-1006 DRIVERS 3-PART TIME	0.00	0.00	0.00	0.00	0.00
216-320-5-10-1007 TEMP DISPATCHER	0.00	0.00	0.00	0.00	0.00
216-320-5-10-1169 EXTRA HELP	1,500.00	0.00	0.00	1,500.00	0.00
216-320-5-10-1301 FICA	14,970.00	0.00	2,290.70	12,679.30	15.30
216-320-5-10-1302 WORKERS COMP	10,857.00	0.00	25.09	10,831.91	0.23
216-320-5-10-1303 PACIFIC MUTUAL	15,921.00	0.00	2,839.95	13,081.05	17.84
216-320-5-10-1305 AOC-MEDICAL	69,554.00	0.00	9,166.79	60,387.21	13.18
216-320-5-10-1306 DENTAL INSURANCE	4,982.00	0.00	636.51	4,345.49	12.78
216-320-5-10-1308 HRA DED. CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
216-320-5-10-1309 UNEMPLOYMENT INSURANCE	2,897.00	0.00	453.53	2,443.47	15.66
216-320-5-10-1316 DISABILITY INSURANCE	186.00	0.00	41.60	144.40	22.37
216-320-5-10-1317 LIFE INSURANCE	156.00	0.00	34.50	121.50	22.12
216-320-5-10-1320 VACATION ACCRUAL	2,319.00	0.00	0.00	2,319.00	0.00
216-320-5-10-1321 MANDATED MEDICARE	1,244.00	0.00	535.73	708.27	43.07
TOTAL PERSONNEL SERVICES	364,544.00	0.00	53,656.31	310,887.69	14.72

216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<b>MATERIALS &amp; SERVICES</b>					
216-320-5-20-2251 FUEL	20,000.00	0.00	4,307.39	15,692.61	21.54
216-320-5-20-2252 TIRES	0.00	0.00	0.00	0.00	0.00
216-320-5-20-2282 OPERATING - OUTREACH S	10,000.00	0.00	0.00	10,000.00	0.00
216-320-5-20-2381 MAINTENANCE	500.00	0.00	919.10 (	419.10)	183.82
216-320-5-20-3230 PUBLISHING	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3240 TELEPHONE	3,000.00	0.00	1,497.15	1,502.85	49.91
216-320-5-20-3311 LODGING AND MEALS	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3314 REGISTRATION & DUES	1,000.00	0.00	1,200.00 (	200.00)	120.00
216-320-5-20-3323 MILEAGE	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3461 CONTRACT SVCS - HLTH &	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3530 BUS LIABILITY INSURANC	13,500.00	0.00	14,223.77 (	723.77)	105.36
216-320-5-20-3531 SOFTWARE	1,800.00	0.00	1,320.34	479.66	73.35
216-320-5-20-3610 ELECTRICITY	500.00	0.00	211.40	288.60	42.28
216-320-5-20-3710 RSVP	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3712 OFFICE EXPENSE	0.00	0.00	501.27 (	501.27)	0.00
216-320-5-20-3713 DRIVER EXPENSE	500.00	0.00	0.00	500.00	0.00
216-320-5-20-3714 TRAINING/MILEAGE	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3715 BUS SHED RENT	1,800.00	0.00	900.00	900.00	50.00
216-320-5-20-3725 MISCELLANEOUS	500.00	0.00	312.83	187.17	62.57
216-320-5-20-3726 TELEPHONE	0.00	0.00	0.00	0.00	0.00
216-320-5-20-3745 CONTRACT VOL. DRIVERS	26,500.00	0.00	2,875.00	23,625.00	10.85
216-320-5-20-3746 CAREVAN	5,500.00	0.00	1,375.00	4,125.00	25.00
216-320-5-20-3747 FIXED ROUTE	210,000.00	0.00	0.00	210,000.00	0.00
216-320-5-20-3749 MDT'S	25,000.00	0.00	809.50	24,190.50	3.24
TOTAL MATERIALS & SERVICES	320,100.00	0.00	30,452.75	289,647.25	9.51
<b>CAPITAL OUTLAY</b>					
216-320-5-40-4404 COPIER/DESK & OTHER	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>OTHER REQUIREMENTS</b>					
216-320-5-50-5353 TRANS TO GF INDIRECT C	0.00	0.00	0.00	0.00	0.00
216-320-5-50-5354 TRANSFER TO VEHICLE RE	0.00	0.00	0.00	0.00	0.00
216-320-5-50-5355 TRANS. TO 5310-MATCH F	6,282.00	0.00	0.00	6,282.00	0.00
216-320-5-50-5999 CONTINGENCY	1,437,134.00	0.00	0.00	1,437,134.00	0.00
TOTAL OTHER REQUIREMENTS	1,443,416.00	0.00	0.00	1,443,416.00	0.00
TOTAL EXPENDITURES	2,128,060.00	0.00	84,109.06	2,043,950.94	3.95
REVENUE OVER/(UNDER) EXPENDITURES ( 1,277,524.00)		0.00	128,541.14 (	1,406,065.14)	10.06-
REVENUE OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00

216-SPEC TRANSPORTATION FUND  
 SPECIAL TRANSPORTATION

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	1,274,524.00		216,306.89		
FUND TOTAL REVENUES	853,536.00	0.00	214,892.40	638,643.60	25.18
FUND TOTAL EXPENDITURES	2,128,060.00	0.00	84,109.06	2,043,950.94	3.95
REVENUES OVER/(UNDER) EXPENDITURES	( 1,274,524.00)	0.00	130,783.34	( 1,405,307.34)	10.26
PROJECTED ENDING FUND EQUITY	0.00		347,090.23		

\*\*\* END OF REPORT \*\*\*

~~225~~STF VEHICLE RESERVE FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	144,250.00		93,574.44		
REVENUE SUMMARY					
NON-DEPARTMENTAL	2,000.00	0.00	301.44	1,698.56	15.07
SPECIAL TRANSPORTATION	0.00	0.00	5,575.00 (	5,575.00)	0.00
TOTAL REVENUES	2,000.00	0.00	5,876.44 (	3,876.44)	293.82
TOTAL REVENUES AND FUND EQUITY	146,250.00		99,450.88		
EXPENDITURE SUMMARY					
SPECIAL TRANSPORTATION	146,250.00	0.00	0.00	146,250.00	0.00
TOTAL EXPENDITURES	146,250.00	0.00	0.00	146,250.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	( 144,250.00)	0.00	5,876.44 (	150,126.44)	4.07-
PROJECTED ENDING FUND EQUITY	0.00		99,450.88		



~~225~~100-3-65-0105 STF VEHICLE RESERVE FUND  
 NON-DEPARTMENTAL

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUES					
=====					
INVESTMENT EARNINGS					
<del>225</del> 100-3-65-0105 INVESTMENT EARNINGS	2,000.00	0.00	301.44	1,698.56	15.07
TOTAL INVESTMENT EARNINGS	2,000.00	0.00	301.44	1,698.56	15.07
TOTAL REVENUES	2,000.00	0.00	301.44	1,698.56	15.07
REVENUE OVER/(UNDER) EXPENDITURES	2,000.00	0.00	301.44	1,698.56	15.07

225-STF VEHICLE RESERVE FUND  
SPECIAL TRANSPORTATION

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<b>REVENUES</b>					
-----					
GRANT REVENUE					
225-320-3-30-3145 HRTG - VETS GRANT	0.00	0.00	0.00	0.00	0.00
225-320-3-30-3587 STATE STF GRANT	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE					
225-320-3-60-4190 SALE OF EQUIPMENT	0.00	0.00	5,575.00 (	5,575.00)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	5,575.00 (	5,575.00)	0.00
REIMBURSEMENTS					
225-320-3-80-7075 REIMBURSED ITEMS	0.00	0.00	0.00	0.00	0.00
TOTAL REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUND					
225-320-3-90-3821 TRANSFER FROM STF FUND	0.00	0.00	0.00	0.00	0.00
225-320-3-90-3822 TRANS FR STF BUS SHED	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFER FROM OTHER FUND	0.00	0.00	0.00	0.00	0.00
-----					
TOTAL REVENUES	0.00	0.00	5,575.00 (	5,575.00)	0.00
<b>EXPENDITURES</b>					
-----					
CAPITAL OUTLAY					
225-320-5-40-4407 VEHICLE REPLACEMENT	146,250.00	0.00	0.00	146,250.00	0.00
TOTAL CAPITAL OUTLAY	146,250.00	0.00	0.00	146,250.00	0.00
RESERVED FOR FUTURE EXP.					
225-320-5-80-8102 RESERVE FOR FUTURE EXP	0.00	0.00	0.00	0.00	0.00
TOTAL RESERVED FOR FUTURE EXP.	0.00	0.00	0.00	0.00	0.00
ENDING FUND BALANCE					
225-320-5-90-9001 UNAPPROPRIATED ENDING	0.00	0.00	0.00	0.00	0.00
TOTAL ENDING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
-----					
TOTAL EXPENDITURES	146,250.00	0.00	0.00	146,250.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES (	146,250.00)	0.00	5,575.00 (	151,825.00)	3.81-

MORROW COUNTY, OREGON  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 07th, 2021

225-STF VEHICLE RESERVE FUND  
 SPECIAL TRANSPORTATION

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	144,250.00		93,574.44		
FUND TOTAL REVENUES	2,000.00	0.00	5,876.44 (	3,876.44)	293.82
FUND TOTAL EXPENDITURES	146,250.00	0.00	0.00	146,250.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	( 144,250.00)	0.00	5,876.44 (	150,126.44)	4.07-
PROJECTED ENDING FUND EQUITY	0.00		99,450.88		

\*\*\* END OF REPORT \*\*\*

504-5310 - FTA GRANT FUND  
 FINANCIAL SUMMARY



	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	41,302.00		64,911.23		
REVENUE SUMMARY					
5310 FTA GRANT	75,454.00	0.00	11,481.40	63,972.60	15.22
TOTAL REVENUES	75,454.00	0.00	11,481.40	63,972.60	15.22
-----					
TOTAL REVENUES AND FUND EQUITY	116,756.00		76,392.63		
EXPENDITURE SUMMARY					
5310 FTA GRANT	116,756.00	0.00	25,352.54	91,403.46	21.71
TOTAL EXPENDITURES	116,756.00	0.00	25,352.54	91,403.46	21.71
-----					
REVENUES OVER/(UNDER) EXPENDITURES	( 41,302.00)	0.00	( 13,871.14)	( 27,430.86)	33.58
PROJECTED ENDING FUND EQUITY	0.00		51,040.09		
REVENUE OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00

504-5310 - FTA GRANT FUND  
5310 FTA GRANT

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<b>REVENUES</b>					
-----					
GRANT REVENUE					
504-504-3-30-3144 STO OPERATING GRANT	0.00	0.00	0.00	0.00	0.00
504-504-3-30-3145 5310 - FTA GRANT	68,172.00	0.00	11,255.00	56,917.00	16.51
504-504-3-30-3146 5311 - GRANT	0.00	0.00	0.00	0.00	0.00
504-504-3-30-3147 5310 - DISPATCH GRANT	0.00	0.00	0.00	0.00	0.00
504-504-3-30-3148 HB 2017 GRANT	0.00	0.00	0.00	0.00	0.00
TOTAL GRANT REVENUE	68,172.00	0.00	11,255.00	56,917.00	16.51
CHARGES FOR SERVICES					
504-504-3-40-4139 BUS RECEIPTS	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INVESTMENT EARNINGS					
504-504-3-65-0105 INVESTMENT EARNINGS	1,000.00	0.00	226.40	773.60	22.64
TOTAL INVESTMENT EARNINGS	1,000.00	0.00	226.40	773.60	22.64
REIMBURSEMENTS					
504-504-3-80-7075 REIMBURSED ITEMS	0.00	0.00	0.00	0.00	0.00
TOTAL REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUND					
504-504-3-90-3828 TRANS. FROM STF-MATCH	6,282.00	0.00	0.00	6,282.00	0.00
TOTAL TRANSFER FROM OTHER FUND	6,282.00	0.00	0.00	6,282.00	0.00
-----					
TOTAL REVENUES	75,454.00	0.00	11,481.40	63,972.60	15.22
<b>EXPENDITURES</b>					
-----					
PERSONNEL SERVICES					
504-504-5-10-1001 COORDINATOR	21,312.00	0.00	11,291.58	10,020.42	52.98
504-504-5-10-1002 DISPATCHER	0.00	0.00	0.00	0.00	0.00
504-504-5-10-1301 FICA	1,321.00	0.00	678.83	642.17	51.39
504-504-5-10-1302 WORKERS COMP	115.00	0.00	5.81	109.19	5.05
504-504-5-10-1303 RETIREMENT	5,285.00	0.00	2,839.94	2,445.06	53.74
504-504-5-10-1305 AOC-MEDICAL	11,592.00	0.00	5,787.71	5,804.29	49.93
504-504-5-10-1306 DENTAL INSURANCE	830.00	0.00	411.45	418.55	49.57
504-504-5-10-1308 HRA DED. CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
504-504-5-10-1309 UNEMPLOYMENT INSURANCE	256.00	0.00	137.39	118.61	53.67
504-504-5-10-1316 DISABILITY INSURANCE	0.00	0.00	15.60	15.60	0.00
504-504-5-10-1317 LIFE INSURANCE	0.00	0.00	12.91	12.91	0.00
504-504-5-10-1320 VACATION ACCRUALS	0.00	0.00	0.00	0.00	0.00
504-504-5-10-1321 MANDATED MEDICARE	309.00	0.00	158.73	150.27	51.37
TOTAL PERSONNEL SERVICES	41,020.00	0.00	21,339.95	19,680.05	52.02



504-5310 - FTA GRANT FUND  
5310 FTA GRANT

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MATERIALS & SERVICES					
504-504-5-20-2251 FUEL	14,668.00	0.00	0.00	14,668.00	0.00
504-504-5-20-2252 TIRES	8,500.00	0.00	2,834.70	5,665.30	33.35
504-504-5-20-2381 MAINTENANCE	7,172.00	0.00	1,177.89	5,994.11	16.42
504-504-5-20-3240 TELEPHONE	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3311 LODGING AND MEALS	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3314 REGISTRATION & DUES	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3323 MILEAGE	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3710 RSVP	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3712 OFFICE EXPENSE	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3713 DRIVER EXPENSE	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3714 TRAINING	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3725 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3746 CAREVAN/CTUIR	12,000.00	0.00	0.00	12,000.00	0.00
504-504-5-20-3747 5311 GRANT	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3748 OUTREACH SUPPLIES	0.00	0.00	0.00	0.00	0.00
504-504-5-20-3749 MDT'S	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS & SERVICES	42,340.00	0.00	4,012.59	38,327.41	9.48
CAPITAL OUTLAY					
504-504-5-40-4404 OFFICE SOFTWARE	0.00	0.00	0.00	0.00	0.00
504-504-5-40-4405 STF VEHICLE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
OTHER REQUIREMENTS					
504-504-5-50-5353 TRANSFER TO GF-IND CO	0.00	0.00	0.00	0.00	0.00
504-504-5-50-5354 TRANSFER TO STF	0.00	0.00	0.00	0.00	0.00
504-504-5-50-5999 CONTINGENCY	33,396.00	0.00	0.00	33,396.00	0.00
TOTAL OTHER REQUIREMENTS	33,396.00	0.00	0.00	33,396.00	0.00
<hr/>					
TOTAL EXPENDITURES	116,756.00	0.00	25,352.54	91,403.46	21.71
REVENUE OVER/(UNDER) EXPENDITURES (	41,302.00)	0.00 (	13,871.14) (	27,430.86)	33.58

MORROW COUNTY, OREGON  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JANUARY 07th, 2021

504=5310 - FTA GRANT FUND  
 5310 FTA GRANT

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
BEGINNING FUND EQUITY	41,302.00		64,911.23		
FUND TOTAL REVENUES	75,454.00	0.00	11,481.40	63,972.60	15.22
FUND TOTAL EXPENDITURES	116,756.00	0.00	25,352.54	91,403.46	21.71
REVENUES OVER/(UNDER) EXPENDITURES	( 41,302.00)	0.00	( 13,871.14)	( 27,430.86)	33.58
PROJECTED ENDING FUND EQUITY	0.00		51,040.09		

\*\*\* END OF REPORT \*\*\*

<b>TOTAL QUARTERLY RIDES OCTOBER TO DECEMBER 2020</b>	
<b>The Loop Rides - October 2020</b>	
<b>City</b>	<b>Rides</b>
Boardman	68
Irrigon	52
Heppner	58
<b>Total</b>	<b>178</b>
<b>The Loop Rides - November 2020</b>	
<b>City</b>	<b>Rides</b>
Boardman	27
Irrigon	61
Heppner	60
<b>Total</b>	<b>148</b>
<b>The Loop Rides - December 2020</b>	
<b>City</b>	<b>Rides</b>
Boardman	77
Irrigon	103
Heppner	49
<b>Total</b>	<b>229</b>
<b>Quarterly Total</b>	<b>555</b>

<b>Current Drivers</b>
<b>HEPPNER</b>
Jesse Husband
Bill Workman
<b>IRRIGON</b>
Dixie Earle
Brenda Aliangan
Ron Aliangan
<b>BOARDMAN</b>
Phyllis Gilbertson
John Blazer

## The Loop RIDERSHIP

	2014		2015		2016		2017		2018		2019		2020	
	Rides	Rides	Vets	Rides	Vets	Rides	Vets	Rides	Vets	Rides	Vets	Rides	Vets	
<b>January</b>	170	172	12	322	13	344	11	358	21	385	13	298	15	
<b>February</b>	168	168	2	350	12	369	27	382	11	230	4	301	15	
<b>March</b>	272	242	4	430	21	481	11	472	11	430	21	193	12	
<b>April</b>	393	186	6	372	19	427	21	408	10	328	14	85	3	
<b>May</b>	266	135	8	345	13	480	25	504	15	374	23	84	1	
<b>June</b>	260	158	20	340	15	428	10	402	12	258	10	120	9	
<b>July</b>	289	208	32	316	21	422	14	314	12	384	21	144	22	
<b>August</b>	246	226	26	340	18	594	10	454	18	391	15	122	8	
<b>September</b>	219	209	28	362	9	412	12	388	12	288	22	167	25	
<b>October</b>	212	358	18	418	23	430	13	382	19	391	40	178	21	
<b>November</b>	210	239	16	435	11	348	19	386	29	301	26	152	10	
<b>December</b>	235	292	19	433	14	412	22	320	29	316	23	229	25	
<b>Yearly Totals</b>	<b>2940</b>	<b>2593</b>	<b>191</b>	<b>4463</b>	<b>189</b>	<b>5147</b>	<b>195</b>	<b>4770</b>	<b>199</b>	<b>4076</b>	<b>232</b>	<b>2073</b>	<b>166</b>	