Agenda
Linn-Benton Loop TAC Meeting
Remote Only

Date:	Tuesday, November 3, 2020
Time:	2:30 – 4:30 pm
Location:	Via Zoom: https://us02web.zoom.us/j/85247999349
	Phone: 1-669-900-6833
	Meeting ID: 852 4799 9349
	Passcode: 2020
Contact:	Nick Meltzer, Transportation Manager, 541-758-1911

1.	**2:30**	**Call to Order**	**Chair, Catherine Rohan**
2.	**2:35**	**Agenda Review**	**Chair**
3.	**2:40**	**Public Comment**	**Chair**
4.	**2:45**	**Minutes of September 15, 2020 (Attachment A)**	**Chair**
		Action Requested: Approval Minutes	
5.	**2:50**	**Budget and Ridership Reports (Attachment B and C)**	**Hoffman**
		Action Requested: Information Only	
6.	**3:20**	**COVID-19 Current Ridership and Service**	**Staff**
		Action Requested: Discussion	
7.	**4:00**	**STIF Discretionary Projects**	**All**
8.	**4:15**	**Updates and Other Business**	**Chair**
9.	**4:30**	**Adjournment**	**Chair**

The meeting location is accessible to persons with disabilities. Sign language, interpreter services or other accommodations can also be provided by contacting Emma Chavez at least 48 hours prior to the meeting. Emma can be reached at 541-967-8551 (TTY/TTD 711) or echavez@ocwcog.org.

Linn-Benton Loop
Technical Advisory Committee
Teleconference
Tuesday, September 15, 2020
2:30 – 4:00

TAC Members: Tim Bates, Brad Dillingham, Catherine Rohan, Mark Volmert, Barry Hoffman, Chris Bailey, Andrew Koll, Mark Bernard, Ken Bronson
Interested Parties: Sarah Bronstein, Steve Dobrinich, Sheldon Flom, Lisa Scherf
Staff: Nick Meltzer, C. Clark, Ryan Vogt,

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order (2:32)		**The Commissioner continued with the meeting at 2:32pm.**
2. Agenda Review		**There were no changes to the agenda.**
3. Public Comment		**There were no public comments.**
4. COVID-19 Future Planning Update (2:34)	Barry Hoffman discusses how there is a small fleet and small number of drivers, and is concerned when pre-COVID ridership will start. Sarah Bronstein mentions OSU classes start on September 23rd, but students will be moving in the weekend prior so starting service should begin with that Monday. Ken Bronson says that LBCC has an opening day on the 23rd as well, and Barry Hoffman agrees that it makes sense to start service on that week. On Wednesday the 23rd, the Loop will start service as normal. Bronstein mentions that the smoke conditions have restricted OSU's activities.	**An operations plan for the first week to determine need, and a press release plan to inform the public has been made.**

	Mark Volmert discusses how likely and challenging it is for students to be left at the curb considering the capacity restrictions, and mentions to offer an insert or information for the students as a heads up. Brad Dillingham asks if there is a possibility to offer a phone number for riders to call to ask if there is room on the bus, with the condition that the space isn't guaranteed. Barry Hoffman is hesitant because he doesn't want to give the impression that someone can reserve a spot on the bus.	
	Mark Barnard talks to Tim Bates about testing GTFS data protocols. Barnard says this is a perfect conditions for a GTFS data problem/solution using GTFS ride information.	
	Barry Hoffman asks Sheldon Flom about LBCC and their in person instructions. Flom says it is very limited; most of the classes will be held remote. Those who are on campus will be for lab courses. The activities on the 23rd are mostly online as well.	
	Nick Meltzer asks Barry Hoffman about when the increase of ridership first shows up. Hoffman says it is when school first opens, from the dual enrollment between LBCC and OSU students. Meltzer mentions that there is a spare bus for available, and if it is possible to run that bus to guarantee no one gets left behind. Hoffman says that the trailer bus is the spare bus for the morning. That it operates as an overflow bus already, and the problem is that together, there is only 26 passengers those two buses can carry. It entirely depends on the demand. It is possible to have a driver on call for the first few weeks, but it can't be done for the entire term.	
	Catherine Rohan asks Barry Hoffman if drivers keep track how many riders get left behind. Hoffman says they do, and describe the condition in which they were left behind so he could expect a phone call from them.	

Tim Bates discusses focusing on where people will be left behind. He offers an additional bus and driver by the OSU lot, and have them on standby for the first week to try to determine where the need and support is needed. Barry Hoffman says that bill will be available to be submitted for him, and that's a good solution for help with the distance problem.

Barry Hoffman says that the campus connector will be running every 30 minutes, so if there are students who do get left behind, they won't be left behind for too long.

Tim Bates questions about the number of students who are dual enrolled in OSU and LBCC. Sheldon Flom says he will try to find out. Sarah Bronstein mentions that regardless the dual enrollment, the traffic between LBCC and OSU will be significantly lower because LBCC only has in person courses for labs.

Barry Hoffman asks Tim Bates if there can be a standby bus on the 23rd-29th, between 8am to 10:30-11am to see where the need is most needed, and help those who get those left behind where they need to go.

Ken says they will be running the express on the 28th in the morning and afternoons, which should take care of any overburden during that time.

Sarah Bronstein says someone mentioned using the Baro as to moderate their service (baro.editor@oregonstate.edu http://www.orangemedianetwork.com/daily_barometer/site/about.html) if someone wants to send their information and the status of transit.

		Mark Volmert asks Nick Meltzer about adding the Ride Share information to a press release for the students. Meltzer agrees and will help coordinate sending that information out.	
		Sheldon Flom says there is a student question about student IDs and how many won't go to campus without a new ID. Barry Hoffman says the Loop has been fareless since April, and will still be boarding through the back door and ID won't be required. If we go back to charging fares, it will reduce the number of houseless persons riding the bus, which could increase the limited number of seats on the bus. However, currently they don't need a student ID to ride the Loop, and so the number of student vs regular rides will be skewed.	
		Sheldon Flom says OSU is going to a new ID format, so the ID's will be available on their phones, which will have an expiration date.	
		Nick Meltzer mentions that there is a final vendor for Real Time data so all the buses in the region, and we have a response for a mobile ticketing vendor as well. The full launch will be done by winter term.	
		Ken says students are fareless for the Shuttle, but the express is still $1 for normal riders to keep running as a transits system and not a temporary housing system.	
		Sheldon Flom says that there are currently 2100 on campus students at OSU, and there are 350 number of dual enrolled students for OSU and LBCC. Barry Hoffman suggests reaching out to the 350 students, but is uncertain on how to reach out to the 2100 campus students. Sarah Bronstein agrees to reach out to the 350 students would be a more direct way to inform the students. Flom says he will try to gain the contact information of those students.	

	Tim Bates mentions that this is no longer mass transportation anymore. Mark Volmert agrees, and asks Mark Bernard about government staff hearing regarding changing the COVID-19 guidance. Bernard has not heard of anything expect the number of cases have stabilized, but no guidance of relaxing the precautions.	
5. Updates and Other Business (3:18)	Mark Volmert mentions about a potential suit of STIF grants for stop enhancement. Nick Meltzer says those discussions are still underway but they're being tracked. Barry Hoffman discusses the new Albany transit buses are due to go online in January, and the 2nd is in February. Those buses will be driven from Minnesota, but will be ready for the spring of 2021. Mark Bernard suggests to Barry Hoffman about Swiftly, they allow for text alerts, and that is one way to manage changes in demand and communicate that instant information. Hoffman agrees that is a need and it will support the demand of up to date information. Bernard says those text alerts are well used and have received applaud for that information and service. Tim Bates asks Nick Meltzer about the mobile ticketing and Swiftly. Meltzer says we have a notice to award to Swiftly. Meltzer shows the TAC a preview of the new CW Ride website. Brad Dillingham states that Benton County Transit is changing their name to Benton Area Transit. Tim Bates says they are updating their transit app, Connections, with some giant reader boards and a capacity text. He hopes they will be up and ready by 2021.	

	Barry Hoffman asks to confirm the buses will have an automatic passenger counter, and it will change its status based upon those who board or leave the buses. Tim Bates agrees, but it will be difficult considering the buses are boarding only in the back, but that should be a short term accommodation. Hoffman says the new buses will come with an automatic passenger counter as well.	
6. Adjournment	Adjournment was moved and seconded at 3:36pm.	**Meeting adjourned at 3:36 pm.**

FROM 2021 01 TO 2021 03

ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21340105 213 LINN-BENTON LOOP							
21340105 420035 FTA SECTION 5310 GRANT	-27,500	0	-27,500	.00	.00	-27,500.00	.0%
21340105 420045 FTA SECTION 5307	-342,200	0	-342,200	-17,872.00	.00	-324,328.00	5.2%
21340105 428020 SPECIAL TRANSIT FUND: LINN	-24,000	0	-24,000	.00	.00	-24,000.00	.0%
21340105 428025 SPECIAL TRANSIT FUND: BENT	-23,000	0	-23,000	-5,875.00	.00	-17,125.00	25.5%
21340105 428120 STIF - LINN COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428125 STIF - BENTON COUNTY	-270,000	0	-270,000	.00	.00	-270,000.00	.0%
21340105 428130 STIF - DISCRETIONARY	-440,000	0	-440,000	.00	.00	-440,000.00	.0%
21340105 428200 LBCC PARTNERSHIP	-124,400	0	-124,400	.00	.00	-124,400.00	.0%
21340105 428205 OSU PARTNERSHIP	-124,400	0	-124,400	.00	.00	-124,400.00	.0%
21340105 435000 BUS FARES	-27,000	0	-27,000	.00	.00	-27,000.00	.0%
21340105 480100 INTEREST	-300	0	-300	.00	.00	-300.00	.0%
21340105 499050 BEGINNING BALANCE	-8,300	0	-8,300	-6,861.43	.00	-1,438.57	82.7%
21340105 510010 WAGES & SALARIES	252,200	64,582	316,782	44,748.28	.00	272,033.26	14.1%
21340105 520010 TEMPORARY EMPLOYEES	46,200	8,821	55,021	1,598.48	.00	53,422.63	2.9%
21340105 530010 OVERTIME	3,300	-1,200	2,100	7.26	.00	2,092.86	.3%
21340105 540050 UNEMPLOYMENT CLAIMS	800	126	926	2.31	.00	924.11	.2%
21340105 560001 EMPLOYER MEDICAL	0	-28,048	-28,048	17,844.59	.00	-45,892.82	63.6%
21340105 560005 EMPLOYER DENTAL	0	-2,180	-2,180	1,224.59	.00	-3,404.33	56.2%
21340105 560008 EMPLOYER VISION	0	-893	-893	496.11	.00	-1,389.28	55.5%
21340105 560010 EMPLOYER PAID BENEFITS	277,500	155,219	432,719	6,646.31	.00	426,072.45	1.5%
21340105 560020 PERS	0	-27,465	-27,465	15,416.27	.00	-42,881.67	56.1%
21340105 560030 HRA VEBA	0	-8,910	-8,910	3,000.00	.00	-11,910.01	33.7%
21340105 600115 INSURANCE & BONDS	9,200	-471	8,729	7,286.71	.00	1,442.72	83.5%
21340105 600400 CONTRACTUAL SERVICES	500	-791	-291	734.61	352.62	-1,377.98	373.9%
21340105 610100 DUPLICATION & FAX	1,300	113	1,413	189.17	.00	1,224.14	13.4%
21340105 610405 MATERIALS & SUPPLIES	3,000	1,022	4,022	999.12	12.39	3,010.50	25.1%
21340105 610545 PRINTING & BINDING	800	800	1,600	.00	.00	1,600.00	.0%
21340105 610750 UNIFORMS	500	351	851	.00	.00	850.80	.0%
21340105 610800 VEHICLE FUEL CHARGES	50,000	10,848	60,848	2,872.44	.00	57,975.45	4.7%
21340105 630005 NATURAL GAS	0	0	0	10.86	36.41	-47.27	.0%
21340105 630010 TELEPHONE	0	0	0	55.46	.00	-55.46	.0%
21340105 630400 WATER SERVICE	0	0	0	111.24	.00	-111.24	.0%
21340105 630405 SEWER SERVICE CHARGES	0	0	0	18.99	.00	-18.99	.0%
21340105 630410 STORMWATER SERVICE CHARGES	0	0	0	22.56	.00	-22.56	.0%
21340105 650015 MAINT: COMMUNICATION EQUIP	0	0	0	1,308.66	1,813.90	-3,122.56	.0%
21340105 652800 SAFETY IMPROVEMENTS	0	0	0	.00	3,500.00	-3,500.00	.0%
21340105 653600 MAINT: VEHICLE	48,000	-43,791	4,209	18,578.91	2,440.65	-16,810.15	499.3%
21340105 660200 CS: CENTRAL SERVICE	41,600	0	41,600	10,400.01	.00	31,199.99	25.0%

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CITY OF ALBANY

FROM 2021 01 TO 2021 03

ACCOUNTS FOR: 213 PUBLIC TRANSIT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21340105 660400 CS: EQUIPMENT REPLACEMENT	3,000	0	3,000	750.00	.00	2,250.00	25.0%
21340105 660500 CS: FLEXIBLE SPENDING ADMI	200	32	232	34.93	.00	197.53	15.0%
21340105 662500 PW: ADMINISTRATION	35,100	3,353	38,453	.00	.00	38,452.75	.0%
21340105 665400 PHYSICAL EXAMS & MEDICALS	300	-74	226	.00	.00	226.00	.0%
21340105 690000 RESERVE: OPERATING	27,600	0	27,600	.00	.00	27,600.00	.0%
21340105 700000 CAPITAL EQUIPMENT	880,000	0	880,000	.00	973,700.50	-93,700.50	110.6%
TOTAL 213 LINN-BENTON LOOP	0	131,445	131,445	103,749.44	981,856.47	-954,161.20	825.9%
TOTAL PUBLIC TRANSIT	0	131,445	131,445	103,749.44	981,856.47	-954,161.20	825.9%
TOTAL REVENUES	-1,681,100	0	-1,681,100	-30,608.43	.00	-1,650,491.57	
TOTAL EXPENSES	1,681,100	131,445	1,812,545	134,357.87	981,856.47	696,330.37	

CITY OF ALBANY

FROM 2021 01 TO 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	131,445	131,445	103,749.44	981,856.47	-954,161.20	825.9%

REPORT OPTIONS

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           Field #      Total    Page Break     From Yr/Per: 2021/ 1
Sequence 1      1         Y          Y             To Yr/Per: 2021/ 3
Sequence 2      9         Y          N           Budget Year: 2021
Sequence 3      0         N          N           Print totals only: N
Sequence 4      0         N          N           Format type: 1
                                                 Double space: N
Report title:                                    Suppress zero bal accts: Y
                                                 Amounts/totals exceed 999 million dollars: N
 FLEXIBLE PERIOD REPORT                          Roll projects to object: N
 PP 06                                           Print journal detail: N
Includes accounts exceeding   0% of budget.        From Yr/Per: 2020/ 1
Print Full or Short description: F                   To Yr/Per: 2020/13
Print full GL account: N                         Include budget entries: N
Sort by full GL account: N                       Incl encumb/liq entries: Y
Print Revenues-Version headings: N               Sort by JE # or PO #: J
Print revenue as credit: Y                       Detail format option: 1
Print revenue budgets as zero: Y                 Multiyear view: D
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LINN-BENTON LOOP
WEEKDAY RIDERSHIP
REGULAR LOOP PLUS LOOP EXPRESS
2019 -2020

MONTH	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	+/-
July	2,794	3,260	3,237	3,319	3,692	3,975	6,391	4,709	4,781	5,911	6,036	6,045	6,106	5,512	3,606	4,223	3,690	3,450	1,121	-2,329
Aug.	2,859	2,249	3,143	3,663	3,912	4,140	5,245	3,599	4,261	6,502	5,977	5,331	4,798	4,562	3,430	4,174	4,122	3,680	1,121	-2,559
Sept.	2,425	2,812	3,526	4,240	4,920	4,992	5,614	5,125	6,442	8,303	7,293	4,621	6,751	5,228	6,314	6,418	6,570	4,034	1,085	-2,949
Oct.	6,973	8,460	7,934	10,139	11,093	11,539	14,446	13,013	13,527	16,046	16,490	16,516	18,648	15,384	13,712	13,861	14,128	13,447	1,398	-12,049
Nov.	4,800	5,342	6,705	8,422	8,681	8,640	9,643	10,056	11,917	13,440	12,245	12,095	11,667	11,153	11,557	10,843	10,156	9,539		-9,539
Dec.	3,178	3,412	3,145	3,717	3,338	3,310	5,646	5,393	5,625	5,598	4,600	6,418	7,496	5,860	4,163	3,946	3,442	5,129		-5,129
Jan.	6,021	5,895	6,530	7,684	8,204	9,075	10,557	11,888	12,667	12,462	14,039	13,599	13,391	11,979	10,439	11,241	10,276	10,500		-10,500
Feb.	6,666	6,175	5,868	7,990	8,299	9,152	9,589	10,608	11,415	13,078	13,188	10,736	12,417	10,205	11,126	11,122	8,787	9,113		-9,113
March	4,736	5,714	5,907	6,801	7,096	7,232	7,830	9,314	10,529	10,733	9,846	9,521	10,281	10,350	9,270	9,072	6,510	4,743		-4,743
April	6,766	6,836	7,172	7,886	8,952	10,437	11,054	11,963	13,566	14,659	14,149	13,926	13,892	11,548	11,365	12,197	8,687	762		-762
May	5,902	6,206	6,764	8,885	9,237	9,753	9,219	10,487	13,261	14,507	13,320	12,161	11,885	10,555	11,700	11,001	9,570	845		-845
June	3,937	3,955	4,185	5,474	5,575	6,927	6,201	6,225	7,922	8,604	7,202	7,311	7,461	5,883	9,616	5,961	5,039	632		-632
Sub Total*	57,057	60,316	64,116	78,220	82,999	89,172	101,435	102,380	115,913	129,843	124,385	118,280	124,793	108,219	106,298	104,059	90,977	65,874	4,725	-25,103
Saturday	0	0	0	0	1,938	2,643	2,931	3,325	3,804	4,459	4,108	3,977	3,923	3,376	3,629	3,871	3,894	3,078		-816
Grand Total	57,057	60,316	64,116	78,220	84,937	91,815	104,366	105,705	119,717	134,302	128,493	122,257	128,716	111,595	109,927	107,930	94,871	68,952	4,725	-25,919

Regular extended service began, Sept28

Loop Annual Ridership

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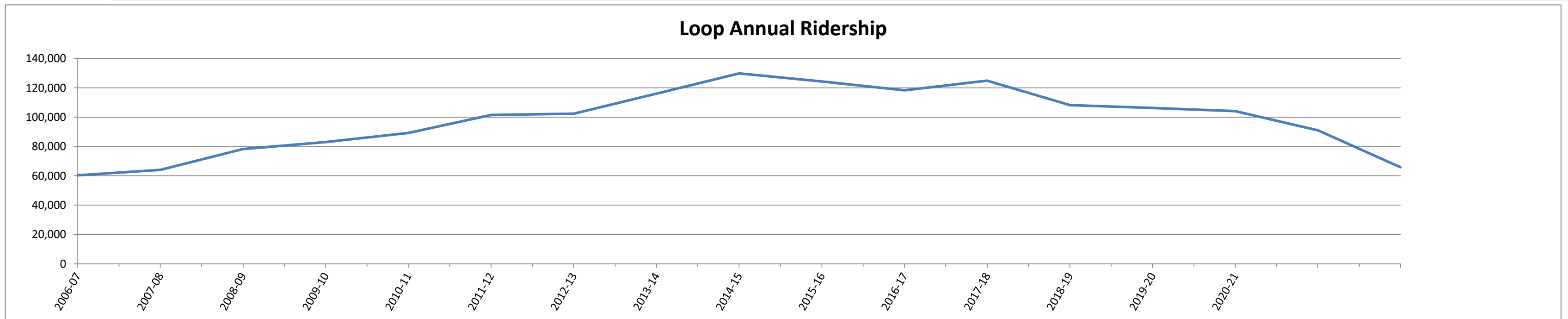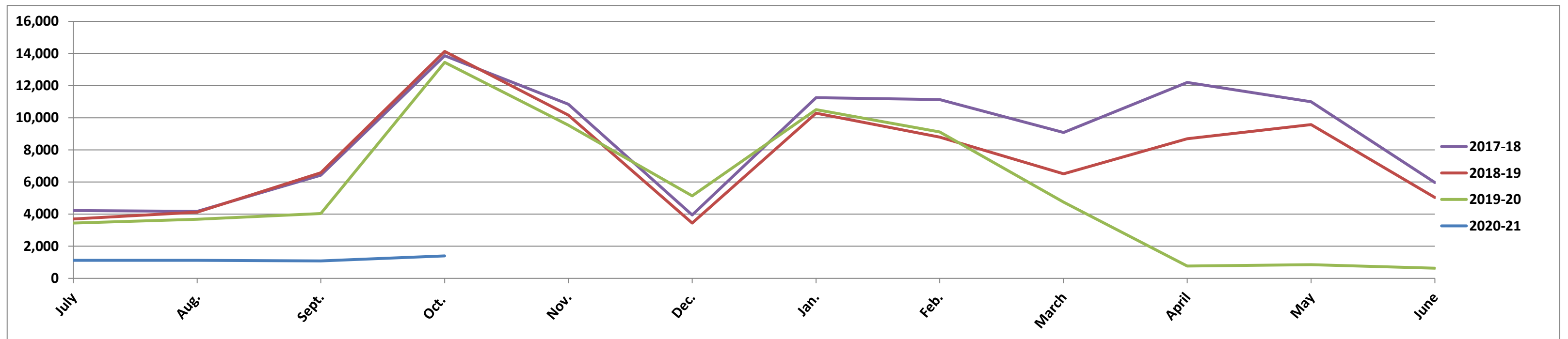
LINN-BENTON LOOP
WEEKDAY RIDERSHIP
REGULAR LOOP PLUS LOOP EXPRESS
2019 -2020

Ratio
-207.8%
-228.3%
-271.8%
-861.9%
0.0%
0.0%
0.0%
0.0%
0.0%
0.0%
0.0%
0.0%
-1294.2%
477.2%
366.0%

LINN-BENTON LOOP
SAMARITAN PASS PROGRAM
2019-2020

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

This does not include the Saturday Loop.
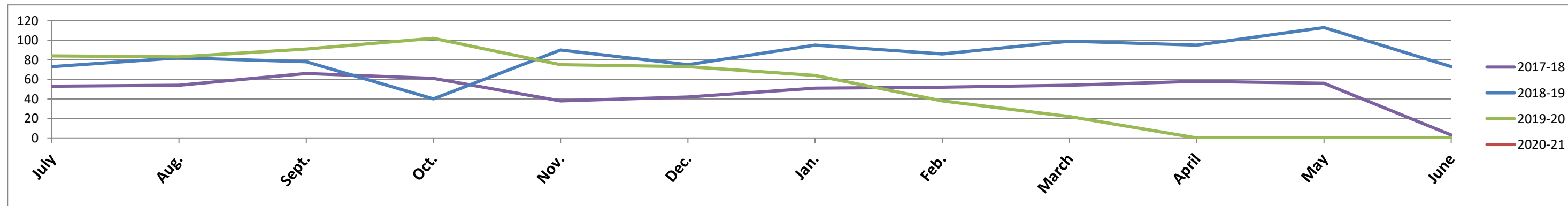
Good Sam Annual Loop Ridership
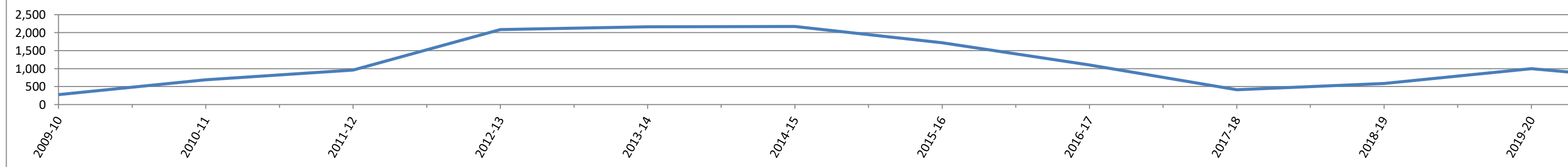
LINN-BENTON LOOP
SATURDAY SERVICE
2020-2021

MONTH	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	+/-	Ratio
July		93	147	160	250	356	252	262	274	195	315	291	405	296	121	-175	######
Aug.	90	245	241	227	235	339	267	400	353	325	219	262	309	349	208	-141	-67.8%
Sept.	185	229	227	209	294	323	494	324	317	247	259	388	259	333	179	-154	-86.0%
Oct.	212	171	239	303	349	497	321	307	436	375	407	310	332	363		31	8.5%
Nov.	165	217	334	388	350	366	318	444	346	282	334	308	320	466		146	31.3%
Dec.	199	226	184	161	180	353	407	232	244	239	333	328	239	273		34	12.5%
Jan.	160	175	358	356	331	354	265	309	344	314	206	289	308	269		-39	-14.5%
Feb.	177	235	235	264	345	369	377	227	298	251	258	343	310	298		-12	-4.0%
March	206	257	232	334	349	399	385	421	342	271	276	406	424	175		-249	######
April	176	253	242	320	472	337	294	323	295	333	362	296	335	55		-280	######
May	147	275	251	357	340	367	319	400	403	246	339	332	325	85		-240	######
June	221	267	241	246	309	399	409	328	271	298	321	405	328	116		-212	######
Totals	1,938	2,643	2,931	3,325	3,804	4,459	4,108	3,977	3,923	3,376	3,629	3,958	3,894	3,078	508	-816	-1.6%

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Oct. Try Transit Week

Saturday Loop 4 Year Ridership