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LANE TRANSIT DISTRICT SPECIAL BOARD MEETING AND PRELIMINARY PUBLIC HEARING ON FARES

Monday, April 9, 2012
5:30 p.m.

Bascom-Tykeson Rooms
Eugene Public Library
100 W. 10th Avenue, Eugene

A G E N D A

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I.	CALL TO ORDER	
II.	ROLL CALL	
	Dubick _____ Eyster _____ Gillespie _____ Kortge _____	
	Towery _____ Necker _____ Evans _____	
III.	PRELIMINARY REMARKS BY BOARD PRESIDENT	(5 minutes)
IV.	COMMENTS FROM THE GENERAL MANAGER	(3 minutes) 4
V.	ANNOUNCEMENTS AND ADDITIONS TO AGENDA	(1 minute) 5
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VII.	PUBLIC HEARING: FISCAL YEAR 2012-2013 PRICING PLAN	7
	A. Staff Presentation	
	B. Opening of Public Hearing by Board President	
	C. Public Testimony	
	▪ <i>Each speaker is limited to three (3) minutes.</i>	
	D. Closing of Public Hearing	
	E. Staff Comments	
VIII.	EMPLOYEE OF THE MONTH – May 2012	(5 minutes) 12

IX. AUDIENCE PARTICIPATION

- ◆ *Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.*
- ◆ *Citizens testifying are asked to limit testimony to three minutes.*

X. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|--|--------------|----|
| A. Consent Calendar | (2 minutes) | 13 |
| 1. Minutes of the March 21, 2012, Regular Board Meeting (Page 14) | | |
| B. FY 2013-20 Capital Improvement Program
[Todd Lipkin] | (10 minutes) | 22 |
| C. FY 2013-20 Long-Range Financial Plan
[Diane Hellekson] | (10 minutes) | 28 |
| D. Fiscal Year 2012-13 Pricing Plan and First Reading Amended Fare
Ordinance No. 35, An Ordinance Setting Fares for Use of District Services
[Andy Vobora] | (5 minutes) | 33 |
| <i>(Copies of Ordinance No. 35 are available at the Lane
Transit District office in Glenwood.)</i> | | |

XI. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
|---|--------------|----|
| A. Monthly Financial Report—March 2012
[Diane Hellekson] | (5 minutes) | 38 |
| B. Monthly Grant Report—March 2012 (respond if questions) | | 39 |
| C. Monthly Department Reports (respond if questions) | | 44 |
| D. Monthly Performance Reports (respond if questions) | | 51 |

XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING 54

- A. FY 2012-13 Pricing Plan (May)
- B. General Manager Performance Evaluation (May)
- C. Budget Committee Meetings (May)
- D. LTD Subdistrict Boundaries Adoption (May)
- E. FY 2012-13 Budget Adoption (June)
- F. Election of Officers (June)
- G. LTD Service Boundary (June)
- H. Lane Coordinated Human Services Transportation Plan (June)
- I. Board Room Reconfiguration (Future Meeting)
- J. EmX Steering Committee Membership (Future Meeting)

- K. Long-Range Transit Plan (Future Meeting)
- L. Annual Performance Report (Future Meeting)
- M. West Eugene EmX Extension (throughout project)

XIII. ADJOURNMENT

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact LTD's Administration office as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please call 682-6100 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: COMMENTS FROM THE GENERAL MANAGER

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

This agenda item provides an opportunity for the general manager to formally communicate with the Board on any current topics or items that may need consideration.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

This agenda item provides a formal opportunity for the Board president to announce additions to the agenda, and also for Board members to make announcements or to suggest topics for current or future Board meetings.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: BOARD CALENDARS

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: Discussion of Board member participation at LTD and community events and activities.

BACKGROUND:

Board members are asked to coordinate the Board Activity Calendars with their personal calendars for discussion at each Board meeting. Updated Board Activity Calendars are included with this packet for Board members.

Board members also are asked to contact Jeanne Schapper with any changes in availability for LTD-related meetings and events, and to provide spring and summer vacation dates.

ATTACHMENT: Board activity calendars are included separately for Board members.

PROPOSED MOTION: None.

Q:\Reference\Board Packet\2012\04\Special Mtg 4-9-12\Calendar of Events Summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: PUBLIC HEARING: FISCAL YEAR 2012-2013 PRICING PLAN

PREPARED BY: Andy Vobora, Director of Service Planning, Accessibility, and Marketing

ACTION REQUESTED: Hold a Public Hearing on Proposed Changes to the District's Pricing Plan

BACKGROUND:

The District's fares are priced according to an adopted fare policy. This policy outlines structured fare increases by rotating price increases between fare types. This methodology has served the District well since the Board adopted the fare policy in the mid-1980s.

In 2010 the District increased pass prices, while in 2011 no changes were made. The last increase in cash fares, day passes, and RideSource fares occurred in 2008. The attached Pricing Plan outlines the details of the proposed increase.

District staff have completed a fare equity analysis and filed the report with the Federal Transit Administration. Outreach has begun, including meetings with the Metropolitan Policy Organization Citizen Advisory Committee and LTD's Accessible Transportation Committee. Notification of Title VI agencies has occurred, and rider information is being distributed through on-board posters, newsletter articles, station signs, and through the web and other social media channels. General public notification will occur through legal notices, press releases, and paid media placements.

The Board Finance Committee discussed a proposal to increase fares at its March 5, 2012, meeting, and the full Board reviewed the proposal at its March 21, 2012, regular Board meeting. Following these reviews, the Board directed staff to proceed to the next step in the process. The first of two public hearings will occur on April 9 and a second hearing will occur on May 14. Adopting an increase in fares requires a public hearing and two readings of the updated fare ordinance spaced a minimum of six days apart. Eighteenth amended Ordinance 35 is attached for review.

The District's fare policy continues to support rotating fare price increases, which means that the District should evaluate a cash fare increase for 2012. The last cash fare increase occurred in 2008 when adult fares increased from \$1.25 to \$1.50. An increase to \$1.75 translates to a 16.7 percent increase, or slightly more than 4 percent annually.

A change in cash fares also affects Day Pass pricing, which currently is calculated at two times the cash fare. An increase in the adult cash fare also provides the opportunity to evaluate an increase in the RideSource fare. At its March 20, 2012, meeting, the Accessible Transportation Committee reviewed the proposal and indicated its continued support of maintaining the RideSource fare at the American's with Disabilities Act limit of two times the adult cash fare. If the District were to increase the adult cash fare by

25 cents and make commensurate changes in the Day Pass and RideSource prices, Day Passes and RideSource fares would increase to \$3.50.

Group pass pricing changes are traditionally made annually; however, the Board has, in response to the economic downturn, chosen not to increase prices during the past three years. An increase in the rate would not affect current participants until contracts are renewed in January 2013. Rates stand at \$4.57 per participant, per month (taxpayer rate), and \$5.32 per participant, per month (non-taxpayer rate). The group pass policy allows the Board flexibility in setting prices and provides the following language to guide the Board’s discussion: “The base rate will be increased annually, not to exceed the three-year rolling average of LTD cost increases.” LTD’s three-year rolling average is 5.8 percent, which would set the upper limit of an increase at \$4.84 (taxpayer rate) and \$5.63 (non-taxpayer rate).

If, following consideration of public testimony received, the Board approves an increase; the effective date of the increase would be July 1, 2012. The exception to this implementation date is the change in group pass rates, which is coordinated with the calendar year.

Based upon Board direction, staff will prepare for a second public hearing to be held on May 14, 2012. If the ordinance is not changed, the second reading would be held during the May 16 regular Board meeting, followed by adoption of the fare ordinance; and the ordinance would become effective 30 days later. If approved, implementation of the fare changes would occur on July 1, 2012.

ATTACHMENT: 2012 Pricing Plan
 Summary of Public Comments Received To Date

PROPOSED MOTION: None

\\ltd-g\lfnas2\workgroup\Reference\Board Packet\2012\04\Special Mtg 4-9-12\2012 Fare increase proposal . docx

Lane Transit District Pricing Plan

Cash Fare

	Current:	Proposed:
Adult	\$1.50	\$1.75
Youth	\$0.75	\$0.85
Half-fare Program	\$0.75	\$0.85
Honored Rider (age 65+)	Free	Free

RideSource

	Current:	Proposed:
Regular	\$3.00	\$3.50
Escort	\$3.00	\$3.50
Shopper*	\$2.00	N/C
<i>10 Tickets</i>	\$30.00	\$35.00

*Round-trip fare

Passes

Adult

1-Month:	\$48.00	N/C
3-Month:	\$130.00	N/C

Youth and Half-fare Program

1-Month:	\$24.00	N/C
3-Month:	\$65.00	N/C

Sales Outlet Wholesale Discount

	Current:	Proposed:
Passes	Discount	Discount
0-500+	5.0%	N/C
Ticket Books		
0-500+	5.0%	N/C

Day Pass

Adult	\$3.00	\$3.50
--------------	--------	--------

Youth and Half-fare Program

\$1.50	\$1.75
--------	--------

Group Pass (2013 change)

5.80%

Monthly rates	\$4.57 taxpayer	\$4.63 taxpayer
	\$5.32 non-taxpayer	\$5.63 non-taxpayer



CUSTOMER INPUT On Fares

March 2010 - Present

*This document contains names and addresses of people who have provided input
and may be available to the public under Oregon's public records law.*

LTD BOARD OF DIRECTORS
SPECIAL BOARD MEETING AND
PRELIMINARY PUBLIC HEARING ON FARES

Comments

I don't understand why the fares are going up. Is it to get less riders? I thought if anything they would go down in price so people can get around and stimulate this economy. So I feel like this is a negative to our future. I pay into enough different taxes for the bus as is now you need an additional fifty cents on top of three dollars? Please don't make it cheaper to drive for me. travis anderson - 4/3/12 email

From: Cathy Dorrah-Stewart
Sent: Friday, April 09, 2010 11:37 AM
To: General E-Mail Box
Subject: Family passes

Dear LTD, My family recently took a bus trip from Harlow Road to campus, to see about the feasibility of travelling around town by bus more often, by car less often. It was fun, the system was easy to navigate, the drivers were pleasant and helpful, the buses were clean.

It cost two adults and two fare-paying children \$9.00 total. It would have cost us approximately \$2.00 to take the same trip by car.

We'd love to travel around town more often by bus. The bus stops right at the end of our street, and gets us to our downtown and campus destinations quickly. We're even willing to pay a little more to travel by bus instead of taking our family car. But we can't afford that big a difference, especially since it will go up to \$10.50 once our youngest has his next birthday. Even the monthly passes are not a great deal for us because we don't travel around town daily.

We'd like LTD to consider adding an affordable family day pass and monthly pass to your fare options. In the long run, making public transportation more affordable for families, which means that more people would be traveling by bus.

Thanks for considering our idea!

Cathy Stewart and the Stewart family

From: Jesse Springer Cartoons
>> Sent: Tuesday, October 04, 2011 3:05 PM
>> To: General E-Mail Box
>> Subject: Tokens?

>>

>> Hi, Just wondering whether you sell tokens anymore? Thanks.

>> Jesse

>>

>> Springer Design & Illustration

>>

. . . I would put the concept of pre-paid individual fares into the suggestion box.

Thanks! - Jesse

Sent: Sunday, March 28, 2010 4:37 PM
To: General E-Mail Box

Subject: 2010-11 Service Cuts -- miscellaneous suggestions

1-11: Service-related comments

12. The rural routes could have an increased fare to help compensate for their expensiveness. Riders with a bus pass would not face that charge.

Sincerely, Isaac Meyer

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: MAY EMPLOYEE OF THE MONTH

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

BACKGROUND:

May 2012 Employee of the Month: Bus Operator Darryl Beito has been chosen as the May Employee of the Month (EOM). He has been with the District since July 1983 and has received 15 Safe Driving awards, one General Manager Award, and one Monthly Value Award.

Darryl was nominated for Employee of the Month by two customers who expressed how considerate and dependable he is. One customer mentioned an incident of an unruly passenger on the bus, which Darryl handled with style and grace. The other customer described an incident where she was loaded down after a day of shopping and was hurrying to catch the bus. The bus had just pulled out, and she thought she would certainly have to wait for the next bus. She was delighted when Darryl stopped the bus to let her and her friend get on. The customer said that she was surprised and thankful and wanted to let others know about Darryl's act of kindness.

When asked to comment on Darryl's selection as Employee of the Month, Transit Operations Supervisor Shawn Mercer said:

As Darryl's evaluating supervisor, I regularly see his experience and professionalism manifest itself in all aspects of his performance as a bus operator. He applies his skills and knowledge to provide a safe, comfortable, and timely ride to passengers as well as demonstrating great customer service. These nominations by customers are only two examples of what Darryl has received in his years as an operator.

Darryl also demonstrates his professionalism in other areas of performance. Over the years, Darryl has been consistently recognized for outstanding performance in attendance and punctuality, even earning the General Manager Award for Outstanding Performance.

Darryl is an excellent representative of LTD's Core Values and genuinely deserves this recognition as Employee of the Month.

Congratulations to Darryl on being selected as the May 2012 Employee of the Month.

AWARD: Darryl will attend the April 9, 2012, meeting to be introduced to the Board and to receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: Approval of Consent Calendar Items

BACKGROUND:

Issues that can be explained clearly in the written materials for each meeting, and that are not expected to draw public testimony or controversy, are included in the Consent Calendar for approval as a group. Board members can remove any items from the Consent Calendar for discussion before the Consent Calendar is approved each month.

The Consent Calendar for April 9, 2012:

Approval of the Minutes of the March 21, 2012, Regular Board Meeting

ATTACHMENTS: Minutes of the March 21, 2012, Regular Board Meeting

PROPOSED MOTION: I move that the Board adopt the following resolution:

LTD Resolution No. 2012-006: It is hereby resolved that the Consent Calendar for April 9, 2012, is approved as presented.

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, March 21, 2012

Pursuant to notice given to *The Register-Guard* for publication on March 15, 2012, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting on Wednesday, March 21, 2012, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Mike Eyster, President
Greg Evans, Vice President
Michael Dubick
Gary Gillespie
Dean Kortge
Doris Towery
Ron Kilcoyne, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Ed Necker, Treasurer

CALL TO ORDER/ROLL CALL: Mr. Eyster convened the meeting and called roll at 5:30 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Eyster invited David Braunschweiger of Special Mobility Services to address the Board on the organization's recent coordination efforts following an accident on Highway 58. Mr. Braunschweiger said that on Monday, March 12, 2012, Highway 58 was closed due to a traffic accident, which prevented the Diamond Express from making its mid-day trip. He described coordination with RideSource and Oakridge staff to ensure that people were able to return home that evening when the road reopened. He thanked everyone for outstanding teamwork.

Accessible Services Program Manager Terry Parker commended Special Mobility Services for its efforts to ensure the comfort of passengers and their safe return to Oakridge. She thanked Mr. Braunschweiger for his strong customer service response and ethic which makes LTD's partnership with his agency such a valuable one.

COMMENTS FROM THE GENERAL MANAGER: There were no comments.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: There were no announcements or additions to the agenda.

BOARD CALENDARS: Mr. Kilcoyne reviewed activities on the Board calendars. He noted that there would be a special Board meeting on April 9 with a public hearing on proposed fare changes and that the regular Board meeting on April 18 would be canceled. Staff would be contacting Board members to determine another date to reschedule the April regular Board meeting.

WORK SESSION

Regional Carsharing Program: Point2point Solutions Program Manager Theresa Brand provided an update on the Regional Carsharing Program. She said that a vendor, WeCar, had been selected. The program would launch on April 2, 2012, in Eugene; and shortly thereafter, in Springfield. She explained that cars could be reserved by phone or online, and customers would pay via credit card for the amount of time the car was used. She said that typically each shared car takes an average of 11 cars off the road, and the program helps reduce carbon emissions and promotes multi-modal connectivity. She used a map to illustrate the locations of carshare vehicles and said that the cars would be Ford Fusions. The rental fee would be between \$4 and \$8 per hour, depending on which fuel and insurance options were selected. She emphasized that the program would pay for itself and did not require funding from LTD.

West Eugene EmX Extension Update: Mr. Kilcoyne stated that a survey had been conducted to determine the community's understanding regarding the West Eugene EmX Extension and to try to determine the reasons behind any misconceptions.

Senior Project Manager John Evans introduced John Horvick of DHM Research to present the survey report.

Mr. Horvick relayed that the purpose of the survey was to assess community attitudes related to transportation in general, not just EmX. He described the survey methodology and encouraged the Board to consider the report as another public involvement tool. He said that jobs and the economy were at the top of residents' concerns; however, there were many other issues that people mentioned. In the category of Transportation Project Priorities, respondents emphasized repairing and maintaining existing roads and side streets; reducing congestion; and improving connectivity between neighborhoods, bus stops, shopping, and other areas. With respect to an EmX extension in West Eugene, 50 percent of respondents somewhat or strongly supported it and 45 percent were somewhat or strongly opposed; the remainder were undecided.

Mr. Horvick displayed demographics for survey respondents and noted that Republicans were more likely to oppose the project and Democrats were more likely to support it. The results showed that fiscal ideology, education, and current use of transit were driving forces behind opinions. He said that opinions did not vary significantly among City Council wards, including wards adjacent to the corridor and wards not directly affected.

Mr. Kortge asked why the study had been conducted and how much it cost. Mr. Kilcoyne replied that the cost was \$30,000 and that it had been conducted to provide LTD with a better understanding of what people thought about the project and why they held those opinions. He added that the reasons for community members' opinions were illuminating.

Ms. Towery said that Springfield had recently conducted a community survey, and City officials and staff said that they felt that the results were very beneficial to future planning efforts; particularly as they, in some cases, contradicted previous assumptions.

Mr. Horvick stated that the full survey report was available, and results would be displayed on the LTD website.

Mr. Evans asked about the validity of the sample size of 400. Mr. Horvick replied that the margin of error was 4.9 percent.

Mr. Horvick added that in addition to size, the key consideration of any sample was that it was representative of the population, which the sample in this survey was.

Mr. Gillespie observed that 56 percent of LTD's ridership was students, while only 25 percent of survey respondents were in the 18-34 age category. Mr. Kilcoyne commented that the survey was representative of the community, not just LTD ridership.

EMPLOYEES OF THE MONTH: The Board recognized Bus Operator John Hampton as the April Employee of the Month.

Mr. Eyster thanked Mr. Hampton for his service and dedication to LTD's mission and presented a certificate of appreciation, a check, and a pin commemorating the award. Mr. Hampton expressed his appreciation for the acknowledgement and thanked the Board for his award.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar:** Mr. Kortge moved adoption of LTD Resolution No. 2012-005: It is hereby resolved that the Consent Calendar for March 21, 2012, is approved as presented. Mr. Evans provided the second. The Consent Calendar consisted of the minutes of the February 10, 2012, Strategic Planning Session and the February 15, 2012, Regular Board Meeting.

VOTE The Consent Calendar was approved as follows:
 AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Towery (6)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: Necker (1)

ITEMS FOR INFORMATION AT THIS MEETING

LTD Subdistrict Boundaries: Director of Human Resources and Risk Management Mary Adams introduced Josh Goldberg of the Secretary of State's Office and contractor Wayne Coffey to present information on alternations to LTD's subdistrict boundaries.

Mr. Goldberg distributed a March 21, 2012, memorandum related to the subdistrict boundaries modification process. He said that the purpose of the process was ensuring that subdistrict boundaries were consistent with population results from the U.S. Census and that approximately the same population and communities within the district were fairly represented. He said that ORS 267.090 gave the Secretary of State the authority to work with transit districts on the alteration of subdistrict boundaries. He explained the methodology for using census and housing data to develop a proposed redistricting map for the Board's consideration. He said that if the Board suggested any revisions to the proposed boundaries, then the plan could be refined prior to adoption by the Board.

Mr. Coffey used a map to explain and illustrate the current and proposed subdistrict boundaries. He noted that boundaries followed natural and built features to the greatest extent possible.

Mr. Gillespie asked if any Board members' residences were no longer in their subdistrict as a result of altered boundaries. Ms. Adams said that it did not appear that any Board members would be affected by the proposed alterations.

In response to questions from Board members, Mr. Coffey demonstrated the changes to specific subdistricts. He said that a map with street labels could be made available to the Board for more precise detail.

Mr. Goldberg said that a new subdistrict boundaries map would be finalized the following week unless the Board wished to have more time to provide input. He said that if there were no changes, Mr. Coffey would prepare the data and documentation for the new boundaries, and that information would be provided to Ms. Adams.

Mr. Eyster said that his only concern would be dislocation of a Board member from his or her subdistrict.

Mr. Gillespie said that he wanted to see the specific details of subdistrict boundaries on the map with street information. Ms. Adams said that she would work with Mr. Goldberg and Mr. Coffey to develop maps with that information. She anticipated that the proposed boundaries would be presented to the Board for adoption at its June 2012 meeting.

AUDIENCE PARTICIPATION: Mr. Eyster explained the guidelines for providing testimony.

David Sale, 1015 Y Street, Vancouver, WA, of the Transit Safety Alliance of Vancouver, Washington, spoke to the Board about driver behavior. He said that transit districts often discuss pedestrian and bicycle safety awareness, but seldom discuss awareness of driver behavior. He said that his daughter and her friend were struck and killed by a bus in Portland, Oregon, in April 2010. He said that they were crossing the street in a crosswalk and crossing with the light. He described the accident and said that as a result of it, he had begun to research the causes of these types of accidents and concluded that it was due to driver behavior and poor training. He had attended transit district board meetings across the country, determined that a better training program for drivers was desperately needed, and subsequently developed such a program.

Mr. Eyster thanked Mr. Sale for his comments and suggested that he discuss the training program with LTD's Director of Transit Operations Mark Johnson.

Bob Macherione, 1994 Brewer, Eugene business owner and member of Our Money, Our Transit (OMOT), said that LTD as a transit agency should not be as controversial as the West Eugene EmX Extension (WEEE) survey results indicated. He said that he felt that the District had lost sight of why the WEEE was opposed and by whom; opposition was not limited to businesses along the corridor. He said that there was something wrong with the EmX plan, and he pointed out that there were many changes in proposed routes along West 11th Avenue because of opposition. He contended that the bus was too large and would ruin public roadways when running in mixed traffic and not on concrete infrastructure.

ITEMS FOR ACTION AT THIS MEETING CONTINUED...

Public Hearing: FY2013-20 Capital Improvement Program (CIP): Finance Manager Todd Lipkin said that the draft CIP was available for public comment through March 31, 2012, and any comments received would be forwarded to the Board. He said that the public hearing was in place to give people the opportunity to speak directly to the Board. The CIP would be presented for Board approval at the April 2012 meeting.

Mr. Eyster opened the public hearing. He determined there was no one wishing to speak and closed the hearing. He called for comments and questions from the Board.

Mr. Evans said that vehicle replacement and other capital improvements were expected to be funded with Federal 5309 money in future budget years; however, Congress was considering converting that discretionary money to formula funds, making it difficult to use for vehicle purchases and facility improvements as planned. He asked if there was a backup plan for those expenses. Mr. Lipkin said that some funds that could be used for preventive maintenance would remain discretionary, which could displace some of the 5307 funds currently used for that purpose and make them available to pay off debt-financed vehicle purchases. Mr. Lipkin said that the first purchase of five articulated buses was almost fully funded, and the District would be submitting a grant application for the remainder of the funding.

Mr. Kortge commented that the Board had often discussed the possibility that debt financing of vehicle purchases may be necessary in the future.

Mr. Evans asked what the average fleet age was and how long purchases of vehicles could be deferred. Mr. Lipkin replied that currently the average fleet age was 7.6 years and could increase to eight or nine years if purchases were delayed. In response to a question from Mr. Gillespie, Mr. Lipkin said that the life expectancy of EmX vehicles was 13-15 years, which was the typical service time for most of the fleet.

ITEMS FOR INFORMATION AT THIS MEETING CONTINUED...

2012 Legislative Session Review: Ms. Adams introduced Doug Barber who had advocated for LTD during the legislative session.

Mr. Barber said that 2012 had been the first official short session of the legislature. He said that there were few transit issues under consideration, but the matter of brokerages was the subject of some debate. He said that a statewide brokerage was proposed by a for-profit company to replace the eight brokerages currently in existence, which includes the RideSource brokerage. The brokerages provide Medicaid medical transportation and a full spectrum of integrated transportation for the senior and disabled population. Mr. Barber said that Oregon's current system was well-organized and efficient; and the Oregon Transit Association had made the case that while some administrative adjustments could further improve the system, it was not necessary to replace it with a statewide brokerage. The legislature directed its Government Efficiency Task Force to look at efficiency measures, rather than create a new system.

Mr. Kortge asked if the Oregon Health Authority (OHA) was agreeable to that approach. Mr. Barber said that the OHA was not opposed to exploring efficiencies, and its position would depend on what emerged from the task force's work.

Mr. Barber briefly discussed the fall elections and potential changes in the composition of the House and Senate.

Mr. Kortge asked how the retirement of Representative Terry Beyer would affect transit. Mr. Barber replied that Representative Beyer was a great friend of transit and transportation issues in general; although, there were still a number of legislators that were supportive of transit, along with candidates for various seats.

LTD Fare Increase Analysis: Director of Service Planning, Accessibility, and Marketing Andy Vobora reviewed the current fares and proposed increases in the following categories:

<u>Category</u>	<u>Current Fare</u>	<u>Proposed Fare</u>	<u>% of Increase</u>
Adult cash	\$1.50	\$1.75	16.7%
Half-Fare and Youth Cash	\$0.75	\$0.85	13.3%
Adult Day Pass	\$3.00	\$3.50	16.7%
Half-Fare and Youth Day Pass	\$1.50	\$1.70	13.3%
RideSource Fare	\$3.00	\$3.50	16.7%
Group Pass Monthly Contract Rate – Taxpayer	\$4.57	\$4.84	5.8%
Group Pass Monthly Contract Rate – Non-taxpayer	\$5.32	\$5.63	5.8%

Mr. Vobora stated that the last fare increase occurred about four years ago. He said that factors that the LTD Board considers when deciding whether to adopt fare increases included: impacts on Title VI populations; the local inflation rate; ridership and revenue trends; local economic trends; automobile-related costs; the current LTD service package; economic impact on customers; market conditions; and LTD’s financial position, goals, and objectives.

Mr. Vobora said that a rider survey had been conducted in November 2011 and had provided recent data to evaluate the impact on users. He said that use of cash and day pass fares was virtually the same for minority and Caucasian riders and across income brackets, although among riders in the \$25,000-\$35,000 income range, minorities tended to use cash fares at a somewhat higher level. He also reviewed data on the intensity of use by categories of riders. Less frequent riders tended to have a somewhat higher use of cash and day pass fares; frequent riders made greater use of monthly passes. He said that 25 percent of riders used cash and day pass fares, which was low compared to other transit districts. He said that there also was consistency between student and non-student riders.

Mr. Gillespie asked if inability to pay the cost of a monthly pass was a factor in riders’ choice of cash or day pass fares. Mr. Vobora said that the Board would need to balance the impact of a \$0.25 increase as it considered the proposed fare changes.

Mr. Vobora compared RideSource fares and service costs between 2004 and 2012, including proposed increases. He said that costs were increasing at a steeper rate than fares; although LTD had been successful at managing the cost of paratransit services through a variety of strategies such as applying for grants, establishing a call center, incorporating Medicaid medical trips, and grouping rides. He noted that the proposed fare increases also were discussed with LTD’s Accessible Transportation Committee.

Mr. Vobora estimated that the fare increases would result in approximately \$200,000-\$300,000 annually from cash fares and \$160,000 from group pass sales. He reviewed a range of economic factors that influenced LTD’s budget, pointing out that the increased cost of fuel was offset by the purchase and storage of fuel when it was less expensive. He said that the budget was balanced; however, uncertainties related to fuel, labor, and pension costs still existed.

Mr. Vobora said that the fare increases would impact 25 to 29 percent of riders who used cash fares and day passes; and, based on the preliminary Title VI analysis, it appeared that there would not be disparate impact on minority and low-income riders. He hoped to extract more detailed information on household size and income in the next rider survey. If the Board felt that the information was sufficient to move forward, the next steps would include public hearings in April and May, followed by Board action. He said that if the Board approved the fare increases, they would be implemented on July 1, 2012.

Mr. Evans asked if there were other types of fare instruments that could be made available to intermittent riders who did not need a monthly pass. He asked if instruments such as a punch card or weekly pass would be administratively feasible. Mr. Vobora said that staff would need to research the

cost; however, Mr. Kilcoyne had expressed an interest in automated fare boxes and fares, which would provide greater flexibility in fare instruments and customer convenience. He said that punch cards were not prohibitively expensive; however, the disadvantage was the extra time spent for the driver to stop and punch the cards. Mr. Kilcoyne added that punch cards also had the disadvantage of being punched each time a rider boarded a bus, which could result in more expense to the rider. He said that automated fares and fareboxes had many advantages, and he hoped to see them implemented by the District at some point in the future.

Mr. Eyster indicated that it was the consensus of the Board to move forward with the fare increase proposal.

LTD Charter Service Pricing: Mr. Vobora said that there had been a rapid escalation in the fully allocated cost of charter service because of how the District had to account for the amortization of capital infrastructure, such as EmX stations and vehicles, 80 percent of which was funded by federal dollars. The matter was reviewed with the Finance Department, and the fully allocated cost was recalculated based only on the District's 20 percent payment towards infrastructure. This resulted in a fairer allocated cost, and vendors were satisfied with the revised methodology. He said that the methodology and proposed increase were presented to the LTD Board Finance Committee.

Mr. Kortge, speaking on behalf of the Finance Committee, said that the Committee concurred with the new methodology.

Monthly Financial Report: Mr. Lipkin reviewed the financial report and noted that payroll tax receipts were somewhat lower than expected but still ahead of projections; next receipts were due in May. He said fuel costs remained high.

Board Member Reports:

Metropolitan Planning Organization's Citizen Advisory Committee (MPO CAC): Mr. Kilcoyne reported that the MPO CAC had reviewed applications for appointment to the Committee's seven vacancies and recommended seven applicants to the Metropolitan Policy Committee (MPC). He said that an eighth applicant had not provided sufficient information to be considered. He noted that among the recommended applicants were four current CAC members whose terms were expiring, which included LTD Board member Gary Gillespie. He said that a question was raised about Mr. Gillespie's membership on the LTD Board, to which he was appointed after he had joined the CAC. Although the CAC bylaws did not prohibit this kind of membership, the MPC did not reappoint Mr. Gillespie. Another CAC member was not reappointed for other reasons. Mr. Kilcoyne said that the CAC was unhappy that the MPC did not accept its recommendations and would raise that issue at the next MPC meeting.

LTD Board Service Committee: Mr. Evans said that the Committee met on February 23 and reviewed proposed services changes, which were minor.

Lane Council of Governments (LCOG) Board: Mr. Dubick said that the Board received a presentation on coordinated care options. Also discussed was the possibility of Eugene withdrawing from LCOG. This would be the subject of further discussion at another meeting. Mr. Kilcoyne said that there was concern that if Eugene withdrew, it could create a domino effect resulting in the withdrawal of other jurisdictions.

Springfield Stakeholder Advisory Committee: Mr. Eyster reported that the Committee had provided input to City staff that language of information provided to the community should be clear enough to be easily understood by the public, and that technical transportation planning jargon should not be used. He also

reported that a public open house would be held on April 4, from 4:00 p.m.-7:00 p.m., to obtain input on the Springfield Transportation System Plan.

Lane Area Commission on Transportation: Director of Planning and Development Tom Schwetz reported that the Commission would begin establishing regional priorities at its next meeting.

Transportation Community Resource Group (TCRG) for the Eugene Transportation System Plan: Mr. Gillespie reported that the group reviewed draft goals, objectives, and policies and the group agreed that they were sufficient for the preliminary round of public review. The TCRG consented to have six community forums shared with the Envision Eugene outreach. LTD Board members were encouraged to attend the community forums.

American Public Transportation Association Board of Directors Executive Committee: Mr. Evans reported that the Board had discussed the federal transportation bill. It appeared that any legislation would be limited to an 18- to 24-month bill because of disagreement between the House and Senate. He said that the major issue was elimination of 5309 earmark funds. He said that medium- and smaller-sized districts, such as LTD, would be adversely affected by that change because distribution of funds by formula would give larger districts the majority of the money. This would force smaller districts to use alternative financing in order to maintain fleets and capacity.

Mr. Kilcoyne commented that a three-month extension of the current bill was likely.

ADJOURNMENT: Mr. Eyster adjourned the meeting at 8:05 p.m.

LANE TRANSIT DISTRICT

ATTEST:

Dean Kortge
Board Secretary

Jeanne Schapper
Clerk of the Board

Date Approved: April 9, 2012

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: FY 2013-2020 CAPITAL IMPROVEMENTS PROGRAM

PREPARED BY: Todd Lipkin, Finance Manager

ACTION REQUESTED: Approve Plan as Proposed or Amended

BACKGROUND:

The Capital Improvements Program (CIP), LTD's program of projects funded with federal, state, and local funding, is revised annually. The Draft Fiscal Year (FY) 2013-2020 Capital Improvements Program was posted on the LTD website for public comment, and a legal notice was published in *The Register-Guard* on Friday, March 2. A public hearing was held at the March 21 Board meeting where no public testimony was received. The public comment period closed at 5:00 p.m. on Saturday, March 31. No public comment was received.

The Draft FY 2013-2020 Capital Improvements Program includes funding for the following major projects:

- West Eugene EmX Extension
- Preliminary planning work on a fourth EmX corridor
- Replacement of LTD's bus fleet in accordance with the Fleet Plan
- Preventive maintenance

The funding for projects reflects the best estimate at this time. While all funds are not yet secured, there is a reasonable expectation that future funding for the draft program of projects will be received. For example, the plan assumes that 5307 funding will be reauthorized and that funding levels will follow the same trend as the previous legislation. Should the proposed funding not be realized, the program of projects will be reevaluated.

Also included in the Draft CIP is an Illustrative Project List. This list represents projects where a need has been identified but no funding has been identified or is currently reasonably expected to be received.

ATTACHMENT: Draft FY 2013-2020 Capital Improvements Program

PROPOSED MOTION: LTD Resolution No. 2012-007: It is hereby resolved that the Draft FY 2013-2020 Capital Improvements Program is approved as presented [amended].

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Project List	Funding Source	Year 1 FY 12-13	Year 2 FY 13-14	Year 3 FY 14-15	Year 4 FY 15-16	Year 5 FY 16-17	Year 6 FY 17-18	Year 7 FY 18-19	Year 8 FY 19-20	Eight-Year Total
EmX Service		\$18,780,800	\$14,285,500	\$34,166,400	\$31,714,900	\$1,366,700	\$253,000			\$100,567,300
West Eugene EmX Extension	5309 Small Starts- State Lottery Funds	\$14,346,500	\$10,818,700	\$26,028,700	\$23,320,000	\$287,800	\$198,600			\$75,000,300
		\$3,934,300	\$2,966,800	\$7,137,700	\$6,394,900	\$78,900	\$54,400			\$20,567,000
		\$18,280,800	\$13,785,500	\$33,166,400	\$29,714,900	\$366,700	\$253,000			\$95,567,300
4th EmX Corridor	5339	\$400,000	\$400,000	\$800,000	\$1,600,000	\$800,000				\$4,000,000
	Lane Transit District	\$100,000	\$100,000	\$200,000	\$400,000	\$200,000				\$1,000,000
		\$500,000	\$500,000	\$1,000,000	\$2,000,000	\$1,000,000				\$5,000,000
Revenue Vehicles			\$5,085,000	\$516,000	\$12,565,000		\$325,000	\$13,800,000		\$32,291,000
Revenue Vehicles	5307		\$360,000	\$412,800	\$244,000		\$260,000			\$1,276,800
	5309		\$3,847,050		\$10,175,800			\$11,454,000		\$25,476,850
	Lane Transit District		\$877,950	\$103,200	\$2,145,200		\$65,000	\$2,346,000		\$5,537,350
Passenger Boarding/Facilities Improvements		\$3,935,000	\$1,110,000	\$496,750	\$288,500	\$200,375	\$202,250	\$204,125	\$206,125	\$6,643,125
Gateway Park & Ride	5309	\$1,800,000								\$1,800,000
	Lane Transit District	\$450,000								\$450,000
		\$2,250,000								\$2,250,000
Glenwood Facility Improvements	5307	\$992,000	\$692,000	\$240,000	\$96,000					\$2,020,000
	Lane Transit District	\$248,000	\$173,000	\$60,000	\$24,000					\$505,000
		\$1,240,000	\$865,000	\$300,000	\$120,000					\$2,525,000
Other Facility Improvements	5307	\$40,000	\$56,000	\$16,000	\$16,000	\$40,000	\$40,000	\$40,000	\$40,000	\$288,000
	Lane Transit District	\$10,000	\$14,000	\$4,000	\$4,000	\$10,000	\$10,000	\$10,000	\$10,000	\$72,000
		\$50,000	\$70,000	\$20,000	\$20,000	\$50,000	\$50,000	\$50,000	\$50,000	\$360,000
Passenger Boarding Improvements	5307	\$156,000	\$140,000	\$141,400	\$118,800	\$120,300	\$121,800	\$123,300	\$124,900	\$1,046,500
	5309	\$160,000								\$160,000
	Lane Transit District	\$79,000	\$35,000	\$35,350	\$29,700	\$30,075	\$30,450	\$30,825	\$31,225	\$301,625
		\$395,000	\$175,000	\$176,750	\$148,500	\$150,375	\$152,250	\$154,125	\$156,125	\$1,508,125
Hardware/Software		\$1,325,000	\$620,000	\$815,000	\$820,000	\$355,000	\$630,000	\$560,000	\$560,000	\$5,685,000
	5307	\$1,060,000	\$472,000	\$652,000	\$656,000	\$260,000	\$504,000	\$448,000	\$448,000	\$4,500,000
	Lane Transit District	\$265,000	\$118,000	\$163,000	\$164,000	\$65,000	\$126,000	\$112,000	\$112,000	\$1,125,000
	STP		\$30,000			\$30,000				\$60,000



Project List (cont'd)	Funding Source	Year 1 FY 12-13	Year 2 FY 13-14	Year 3 FY 14-15	Year 4 FY 15-16	Year 5 FY 16-17	Year 6 FY 17-18	Year 7 FY 18-19	Year 8 FY 19-20	Eight-Year Total
Intelligent Transportation Systems		\$475,000	\$50,000	\$100,000	\$100,000	\$100,000				\$825,000
CAD/AVL/APC/Announcement System	5307	\$200,000								\$200,000
	Lane Transit District	\$50,000								\$50,000
		\$250,000								\$250,000
Other ITS Improvements	5307	\$180,000	\$40,000	\$80,000	\$80,000	\$80,000				\$460,000
	Lane Transit District	\$45,000	\$10,000	\$20,000	\$20,000	\$20,000				\$115,000
		\$225,000	\$50,000	\$100,000	\$100,000	\$100,000				\$575,000
Communications		\$72,500	\$1,012,500	\$82,500	\$12,500	\$72,500	\$22,500	\$2,500	\$12,500	\$1,290,000
	5307	\$58,000	\$810,000	\$66,000	\$10,000	\$58,000	\$18,000	\$2,000	\$10,000	\$1,032,000
	Lane Transit District	\$14,500	\$202,500	\$16,500	\$2,500	\$14,500	\$4,500	\$500	\$2,500	\$258,000
Transit Security Projects		\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$2,000,000
	5307	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,600,000
	Lane Transit District	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$400,000
Miscellaneous Equipment		\$40,000	\$105,000	\$40,000	\$40,000	\$105,000	\$40,000	\$40,000	\$40,000	\$450,000
	5307	\$32,000	\$84,000	\$32,000	\$32,000	\$84,000	\$32,000	\$32,000	\$32,000	\$360,000
	Lane Transit District	\$8,000	\$21,000	\$8,000	\$8,000	\$21,000	\$8,000	\$8,000	\$8,000	\$90,000
Shop Equipment		\$30,000	\$30,000	\$94,050	\$30,000	\$50,000	\$30,000	\$30,000	\$30,000	\$324,050
	5307	\$24,000	\$24,000	\$75,240	\$24,000	\$40,000	\$24,000	\$24,000	\$24,000	\$259,240
	Lane Transit District	\$6,000	\$6,000	\$18,810	\$6,000	\$10,000	\$6,000	\$6,000	\$6,000	\$64,810
Support Vehicles		\$60,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$760,000
	5307	\$48,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$608,000
	Lane Transit District	\$12,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$152,000
Accessible Services Vehicles and Projects		\$700,000	\$700,000	\$840,000	\$840,000	\$840,000	\$840,000	\$840,000	\$840,000	\$6,440,000
	5310	\$628,110	\$628,110	\$753,732	\$753,732	\$753,732	\$753,732	\$753,732	\$753,732	\$5,778,612
	Lane Transit District	\$71,890	\$71,890	\$86,268	\$86,268	\$86,268	\$86,268	\$86,268	\$86,268	\$661,388
Transportation Options		\$497,800	\$497,800	\$497,800	\$497,800	\$497,800	\$497,800	\$497,800	\$497,800	\$3,982,400
	5307	\$81,700	\$81,700	\$81,700	\$81,700	\$81,700	\$81,700	\$81,700	\$81,700	\$653,600
	City of Eugene	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
	City of Springfield	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
	Lane County	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
	Lane Transit District	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
	STP	\$96,100	\$96,100	\$96,100	\$96,100	\$96,100	\$96,100	\$96,100	\$96,100	\$768,800
	STP-U	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,400,000



Project List (cont'd)	Funding Source	Year 1 FY 12-13	Year 2 FY 13-14	Year 3 FY 14-15	Year 4 FY 15-16	Year 5 FY 16-17	Year 6 FY 17-18	Year 7 FY 18-19	Year 8 FY 19-20	Eight-Year Total
Preventive Maintenance		\$4,357,227	\$3,800,000	\$4,300,000	\$4,500,000	\$4,600,000	\$4,200,000	\$3,800,000	\$3,000,000	\$32,557,227
	5307	\$3,800,000	\$3,800,000	\$4,300,000	\$4,500,000	\$4,600,000	\$4,200,000	\$3,800,000	\$3,000,000	\$32,000,000
	Lane Transit District	\$57,227								\$57,227
	STP-U	\$500,000								\$500,000
Project Total		\$30,523,327	\$27,645,800	\$42,298,500	\$51,758,700	\$8,537,375	\$7,390,550	\$20,124,425	\$5,536,425	\$193,815,102



Illustrative Project List	Funding Source	Year 1 FY 12-13	Year 2 FY 13-14	Year 3 FY 14-15	Year 4 FY 15-16	Year 5 FY 16-17	Year 6 FY 17-18	Year 7 FY 18-19	Year 8 FY 19-20	Eight-Year Total
Illustrative		\$1,750,000	\$6,233,000	\$7,500,000	\$14,055,000	\$3,675,000				\$33,213,000
Franklin EmX Corridor-Glenwood Lanes	Illustrative				\$5,055,000					\$5,055,000
EmX Vehicle Docking System	Illustrative		\$2,000,000							\$2,000,000
Fare Management-Fixed Route	Illustrative					\$3,675,000				\$3,675,000
Future Park & Rides	Illustrative			\$3,000,000						\$3,000,000
Gateway Park & Ride	Illustrative	\$1,750,000	\$2,100,000							\$3,850,000
Glenwood Energy Upgrades	Illustrative			\$500,000						\$500,000
Glenwood Facility Renovation/Expansion	Illustrative		\$2,000,000	\$4,000,000	\$6,000,000					\$12,000,000
LCC Station Shelter Addition	Illustrative		\$133,000							\$133,000
River Road Station Relocation	Illustrative				\$3,000,000					\$3,000,000
Illustrative Project Total		\$1,750,000	\$6,233,000	\$7,500,000	\$14,055,000	\$3,675,000				\$33,213,000



Funding Summary		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Eight-Year
Funding Source		FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Federal		\$25,102,410	\$22,959,660	\$34,355,672	\$42,384,132	\$7,911,632	\$6,909,932	\$17,434,832	\$5,190,432	\$162,248,702
5307	Urbanized Area Formula Program	\$6,871,700	\$6,839,700	\$6,377,140	\$6,138,500	\$5,644,000	\$5,561,500	\$4,831,000	\$4,040,600	\$46,304,140
5309	Bus & Bus Facilities Program	\$1,960,000	\$3,847,050		\$10,175,800			\$11,454,000		\$27,436,850
5309 Small Starts	Small Starts	\$14,346,500	\$10,818,700	\$26,028,700	\$23,320,000	\$287,800	\$198,600			\$75,000,300
5310	Special Needs of Elderly and Disabled Indiv.	\$628,110	\$628,110	\$753,732	\$753,732	\$753,732	\$753,732	\$753,732	\$753,732	\$5,778,612
5339	Alternatives Analysis Program	\$400,000	\$400,000	\$800,000	\$1,600,000	\$800,000				\$4,000,000
STP	Surface Transportation Program	\$96,100	\$126,100	\$96,100	\$96,100	\$126,100	\$96,100	\$96,100	\$96,100	\$828,800
STP-U	Surface Transportation Program-Urban	\$800,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,900,000
State		\$3,934,300	\$2,966,800	\$7,137,700	\$6,394,900	\$78,900	\$54,400			\$20,567,000
State Lottery Funds		\$3,934,300	\$2,966,800	\$7,137,700	\$6,394,900	\$78,900	\$54,400			\$20,567,000
Local-Other		\$1,486,617	\$1,719,340	\$805,128	\$2,979,668	\$546,843	\$426,218	\$2,689,593	\$345,993	\$10,999,400
City of Eugene		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
City of Springfield		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
Lane County		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000
Lane Transit District		\$1,471,617	\$1,704,340	\$790,128	\$2,964,668	\$531,843	\$411,218	\$2,674,593	\$330,993	\$10,879,400
Illustrative		\$1,750,000	\$6,233,000	\$7,500,000	\$14,055,000	\$3,675,000				\$33,213,000
Illustrative		\$1,750,000	\$6,233,000	\$7,500,000	\$14,055,000	\$3,675,000				\$33,213,000
Funding Total		\$32,273,327	\$33,878,800	\$49,798,500	\$65,813,700	\$12,212,375	\$7,390,550	\$20,124,425	\$5,536,425	\$227,028,102

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: FY 2013-2020 LONG-RANGE FINANCIAL PLAN

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

ACTION REQUESTED: Board Approval of the Revised Long-Range Financial Plan

BACKGROUND:

Each year Board members and senior staff participate in one or more strategic planning work sessions that consider financial projections, service needs, capital projects, and the overall balance of short-term priorities and long-term investment in the community. In the current fiscal year, a work session was held on February 10, 2012, and included both the Lane Transit District Board of Directors and citizen members of the LTD Budget Committee. A major goal of the session was to provide staff direction on appropriate assumptions for the preparation of the FY 2012-13 Proposed Budget and the revision of the rolling Long-Range Financial Plan. The revised plan for FY 2013-202 reflects the direction that the Board and Budget Committee members provided.

A brief overview of the revised plan and its key assumptions will be presented at the April special Board meeting. Please note that, at the time this material was prepared and discussed, the outcome of federal efforts to determine transportation funding legislation was unknown. It is possible that both the Capital Improvement Program and Long-Range Financial Plan will require revision depending on the terms of the final legislative product. In that event, staff will bring revised proposed plans for Board consideration and approval. The first year of the plan presented, FY 2012-13, will not be affected by a change in federal funding.

RESULTS OF RECOMMENDED ACTION:

Year 1 (FY 2012-13) will become the basis for the FY 2012-13 Proposed Budget that will be presented to the Lane Transit District Budget Committee on May 16, 2012.

ATTACHMENTS:

- (1) Long-Range Financial Plan Budget Assumptions
- (2) Long-Range Financial Plan Summary

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2012-008: Resolved, that the LTD Board of Directors approves the FY 2013-20 Long-Range Financial Plan as presented [amended].

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Long-Range Financial Plan

GENERAL ASSUMPTIONS:

▪ Local Economy

The local economy came out of recession in the 2009 calendar year, meaning the job losses stopped. However, state and local economists believe that recovery statewide will be very slow. Using 2007 jobs as the base for analysis, it was previously thought to be 2013 before jobs lost would be added back to that level. Now, with state and local budgets facing major shortfalls and continued slow recovery from the recession, job levels are not likely to return to 2007 levels until 2015. Major public construction projects will partially offset manufacturing job losses, but some state-funded projects in Lane County have been canceled, scaled down, or delayed.

The payroll tax base showed very modest growth in FY 2011-12, and local unemployment dropped below 9 percent for the first time in more than three years. The effect of the continued slow recovery will be a continuation of payroll tax receipt increases in FY 2012-13 of 3 percent; 4 percent tax growth in FY 2013-14; and then 5 percent growth in the subsequent fiscal years, which is the pattern demonstrated in the recovery periods following previous recessions. Payroll tax receipts in FY 2011-12, budgeted at \$22,573,900, are generally as expected through the first nine months of the fiscal year. A recently released University of Oregon economic index report suggests that cautious optimism for continued slow recovery is justified.

▪ State Funding Climate

The 2009 Oregon legislative session approved the increase of the maximum payroll tax rate from seven tenths of 1 percent to eight tenths of 1 percent during a ten-year period following a Board of Directors finding of local economic recovery. Due to the slow economic recovery, the revised plan does not assume a rate increase to above seven tenths of 1 percent until January 1, 2015. In the meantime, the payroll tax rate will increase by 0.01 percent on January 1 each year. The tax rate as of January 1, 2012, is 0.68 percent.

Lottery bond funds in an amount of \$1.6 million will be available to support the continued planning of a West Eugene EmX Extension corridor. Future lottery bond funds will be available as match to federal funds for construction of the corridor.

Lane Transit District also has requested matching funds for the West Eugene EmX Extension, a request that is assumed will be funded.

▪ Federal Funding Climate

The House of Representatives and the Senate continue to disagree on transportation funding legislation, and efforts to pass short term continuing resolutions have failed recently.

STRATEGIC ASSUMPTIONS:

- The mission, visions, and strategic actions identified in *The LTD Road Map* will remain essentially the same for the foreseeable future. Of particular note is the value placed on preservation of assets, quality of service, and community contribution to quality of life. *The LTD Road Map* appears in the Strategic Plan section of the budget notebook. Managing the goals of *The LTD Road Map* continues to drive the spending plan in FY 2012-13 and beyond.
- The EmX project, including two corridors subsequent to the Franklin and Gateway EmX corridors, will remain a high-priority, high-profile project as an important component of future public transportation services in the community. The third corridor, tentatively identified as a West Eugene extension of the Franklin EmX corridor, is targeted for implementation in FY 2014-15. The Federal Transit Administration has tentatively approved a connection between downtown Springfield and Lane Community College by way of McVay Highway as a possible fourth corridor.
- As previously noted in the Long-Range Financial Plan (LRFP), federal formula funds can be used for preventive maintenance of both vehicles and facilities. By allocating formula funds to preventive maintenance, general fund money is replaced thus allowing for the preservation of fixed-route service. The proposed revised plan continues the use of formula funds for preventive maintenance and assumes the continued availability of formula funds, which is consistent with potential federal legislation currently under consideration.
- The payroll tax rate, which was increased by one one-hundredths of 1 percent effective January 1, 2011, will continue to step up annually on the first day of each calendar year until the maximum rate of seven tenths of 1 percent allowed by state law is reached on January 1, 2014. Should the local economy sufficiently improve, the Board of Directors may consider an increase to a rate above seven tenths of 1 percent prior to January 1, 2014. As previously noted, the proposed revised LRFP does not include an increase to above seven tenths of 1 percent until January 1, 2015.
- No additional changes in the service boundaries are anticipated. Creswell was added on January 1, 1999, and Cottage Grove was added on January 1, 2000. Alvadore was removed in FY 2008-09 after loop service around Fern Ridge Reservoir was eliminated in September 2008.

REVENUE SUMMARY:

- The recession ended in 2009. The local economy will not experience another downturn in the eight year planning period. The payroll tax base resumed growth in FY 2011-12 and will continue during the remainder of the plan.
- Fare revenue will be flat in FY 2011-12 and then increase 5 percent per year due to continued strong ridership, service increases in the Gateway area that should boost ridership, and annual increases in the group pass contracts that reflect inflation. In addition, a cash fare increase has been proposed for implementation on July 1, 2012.

- The West Eugene EmX Extension project will be fully funded with a combination of federal and state grant funds.
- Debt financing will not be required for future bus replacement purchases in the eight-year window. (That assumption could change depending on the specifics of the final federal legislation.)

EXPENSE SUMMARY:

- Total personnel services growth in FY 2012-13 will be 6.2 percent due to required increases in pension plan contributions, a 5 percent increase in health insurance premiums in calendar year 2013, and a reserve that has been established for settlement of a contract with Amalgamated Transit Union 757.
- After FY 2012-2013, total personnel services expenditure growth will be no more than 3.6 percent per year in any year of the plan.
- Materials and services costs will be controlled.
- Average fuel expenditures per gallon will be \$3.75 through FY 2012-13. Fuel price inflation will be 5 percent per year from FY 2013-14 through FY 2019-20.
- Service levels will remain constant with the exception of service additions associated with the implementation of West Eugene EmX Extension service in January 2017.
- Risk/insurance expenses are projected to increase at 2 percent for FY 2012-13 and in each of the remaining years of the eight-year plan.

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Lane Transit District
FY 2013-20 Long-Range Financial Plan
Proposed 4/9/2012
Payroll Tax Base: 3% Year 1, 4% Year 2, 5% Thereafter

	FY 2011-12 Estimated Current Year	Year 1 Projected FY 2012-13	Year 2 Projected FY 2013-14	Year 3 Projected FY 2014-15	Year 4 Projected FY 2015-16	Year 5 Projected FY 2016-17	Year 6 Projected FY 2017-18	Year 7 Projected FY 2018-19	Year 8 Projected FY 2019-20
1 Beginning Working Capital	14,645,700	11,702,600	8,682,133	6,138,478	2,922,965	2,348,997	2,459,929	2,675,821	3,522,213
2									
3 General Fund Revenues									
4 Passenger Fare Operating Revenues	6,377,200	6,696,100	7,030,900	7,382,400	7,751,500	8,139,100	8,546,100	8,973,400	9,422,100
5 Advertising	275,500	275,500	283,800	292,300	301,100	310,100	319,400	329,000	338,900
6 Special Services	550,000	577,500	606,400	636,700	668,500	701,900	737,000	773,900	812,600
7 Total Operating Revenues	7,202,700	7,549,100	7,921,100	8,311,400	8,721,100	9,151,100	9,602,500	10,076,300	10,573,600
8									
9 Payroll-Related Taxes	25,764,100	26,860,500	28,258,700	30,000,400	31,919,400	33,949,100	36,110,000	38,410,500	40,859,700
10									
11 STP-U Funding for PM	500,000	500,000	500,000	-	-	-	-	-	-
12 Preventive Maintenance (Federal 5307)	3,500,000	3,800,000	3,800,000	4,300,000	4,500,000	4,600,000	4,200,000	3,800,000	3,000,000
13 point2point Solutions Funding (STP & STP-U)	569,000	411,100	411,100	411,100	411,100	411,100	411,100	411,100	411,100
14 Other Operating Grants	171,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
15 Total Grants	4,740,000	4,736,100	4,736,100	4,736,100	4,936,100	5,036,100	4,636,100	4,236,100	3,436,100
16 Miscellaneous	155,400	155,400	155,400	155,400	155,400	155,400	155,400	155,400	155,400
17 Interest	60,000	53,900	50,000	50,000	50,000	50,000	50,000	50,000	50,000
18									
19 Total General Fund Revenues	37,922,200	39,355,000	41,121,300	43,253,300	45,782,000	48,341,700	50,554,000	52,928,300	55,074,800
20									
21 General Fund Expenditures									
22									
23 Fixed-Route Services									
24 Personnel Services	25,803,100	27,401,150	28,320,300	29,351,600	30,155,000	30,985,400	31,843,400	32,730,100	33,647,000
25 Materials and Services less Fuel	5,743,200	5,858,100	5,975,300	6,094,800	6,216,700	6,341,000	6,467,800	6,597,200	6,729,100
26 Fuel	3,084,200	3,348,000	3,515,400	3,691,200	3,875,800	4,069,600	4,273,100	4,486,800	4,711,100
27 Insurance	1,312,700	1,339,000	1,365,800	1,393,100	1,421,000	1,449,400	1,478,400	1,508,000	1,538,200
28 Total Fixed-Route Operating Costs Before Adjustments	35,943,200	37,946,250	39,176,800	40,530,700	41,668,500	42,845,400	44,062,700	45,322,100	46,625,400
29									
30 West Eugene EmX Service Addition	-	-	-	-	-	600,000	1,233,200	1,267,500	1,303,000
31									
32 Transfer to Accessible Services Fund	1,915,100	2,906,600	3,197,300	3,517,000	3,868,700	4,255,600	4,681,100	5,149,200	5,664,100
33 Transfer to Capital Projects Fund	3,007,000	1,522,617	1,290,855	2,421,113	818,768	529,768	361,108	343,108	345,108
34									
35 Total General Fund Expenditures	40,865,300	42,375,467	43,664,955	46,468,813	46,355,968	48,230,768	50,338,108	52,081,908	53,937,608
36 Ending Working Capital	11,702,600	8,682,133	6,138,478	2,922,965	2,348,997	2,459,929	2,675,821	3,522,213	4,659,405

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: FISCAL YEAR 2012-13 PRICING PLAN AND FIRST READING AMENDED FARE ORDINANCE No. 35

PREPARED BY: Andy Vobora, Director of Service Planning, Accessibility, and Marketing

ACTION REQUESTED: Conduct the first reading of LTD Ordinance No. 35

BACKGROUND:

The District's fares are priced according to an adopted fare policy. This policy outlines structured fare increases by rotating price increases between fare types on an annual basis.

The majority of fare changes are implemented by ordinance. The first such ordinance, Ordinance No. 35, was adopted in June 1992. This will be the eighteenth amendment to Ordinance No. 35.

The following fare changes are recommended:

Fare Type	Cost		Change	
	Existing	Proposed	Absolute	Percentage
Adult Cash	\$1.50	\$1.75	\$0.25	16.7%
Half-Fare, Senior, and Youth Cash	\$0.75	\$0.85	\$0.10	13.3%
Adult Day Pass	\$3.00	\$3.50	\$0.50	16.7%
Half-Fare and Youth Day Pass	\$1.50	\$1.70	\$0.20	13.3%
RideSource Fare	\$3.00	\$3.50	\$0.50	16.7%
Group Pass Monthly Contract Rate - Taxpayer	\$4.57	\$4.84	\$0.27	5.8%
Group Pass Monthly Contract Rate - Non-Taxpayer	\$5.32	\$5.63	\$0.31	5.8%

The second reading will be scheduled for May 14, 2012, and adoption will be scheduled for May 16, 2012, during the regular Board meeting. The ordinance becomes effective 30 days after adoption; however pricing changes would be implemented on July 1, 2012. Following adoption, a copy of Eighteenth Amended Ordinance No. 35 will be filed with the County Clerk and made available for public inspection.

ATTACHMENT: Eighteenth Amended Ordinance No. 35

PROPOSED MOTION: I move that Eighteenth Amended Ordinance No. 35 be read by title only.

Following an affirmative vote, the ordinance title should be read:

Eighteenth Amended Ordinance No. 35, an Ordinance Setting Fares for Use of District Services.

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LANE TRANSIT DISTRICT
EIGHTEENTH AMENDED ORDINANCE NO. 35
An Ordinance Setting Fares for Use of District Services

The Board of Directors of Lane Transit District does hereby ordain that Ordinance No. 35 of said District is hereby amended to read as follows:

1.01 Definitions. As used in this ordinance, unless the context requires otherwise:

- (1) "District" means Lane Transit District.
- (2) "Service Area" means the area designated in Ordinance No. 24 of Lane Transit District entitled "An Ordinance Altering the Territorial Boundaries for Lane Transit District," adopted November 17, 1999, as such area is now constituted and as it may be altered from time to time hereafter by ordinance of this District.

1.02 Fares.

- (1) Fares on the District transit system shall vary according to the status of the rider and method of payment and shall be in accordance with the following schedule:

(a) Cash Fare (Effective 7/01/12)

	Monday-Sunday
Adult (ages 19–64)	\$1.75
Youth (ages 6-18)*	\$.85
Half-Fare**	\$.85
Senior (ages 65 and older)	Free

(b) Monthly Pass (Effective 6/24/10)

Pass Type	Monthly Price	Three-Month Price
Adult (ages 19–64)	\$48.00	\$130.00
Youth (ages 6-18)*	\$24.00	\$65.00
Half-Fare**	\$24.00	\$65.00
Senior (ages 65 and older)	Free	Free

* Youth fare applies to ages 6-18. Children age five and under ride free with parent or guardian.

** LTD's EZ Access Program provides a Half-Fare Program for persons with disabilities and Medicare cardholders. The EZ Access Program also provides the Honored Rider pass, which provides free rides for persons 65 years of age and older. The Half-Fare and Honored Rider photo-identification cards may be obtained at the LTD Customer Service Center.

(c) Day Pass (Effective 7/01/12)

Adult (ages 19–64)	\$3.50
Youth (ages 6-18)*	\$1.75
Half-Fare**	\$1.75

- (2) Group Pass Program. The general manager, or his/her designated representative, is authorized to sign contracts on behalf of the District to provide transit service to groups of riders at reduced rates pursuant to policies established by the Board at its May 2, 1990, meeting, as amended, or pursuant to such policies as the Board may hereafter adopt by resolution or ordinance.

Group Pass (*Effective January 1, 2012*)

Current monthly rates:	\$4.57 taxpayer
	\$5.32 non-taxpayer
Proposed monthly rates:	\$4.84 taxpayer
	\$5.63 non-taxpayer

- (3) Special Event Discounts. The promotional distribution of free tickets from time to time is necessary or convenient for the provision of a public transit system. The general manager, or his/her designated representative, is authorized to reduce or eliminate fares, or to approve the distribution of free tickets for use of District facilities during special events, or at specified times, on a finding by the general manager, or his/her designated representative, that the fare reduction or elimination will promote increased use of the District's public transit system or will otherwise further the provision of a public transit system.

- (4) Reduced Fares for Low-Income Persons. The general manager, or his/her designated representative, is authorized to sign contracts with local nonprofit agencies whereunder the District may agree to provide transit fare instruments at reduced prices to such agencies, for distribution to low-income persons within the service area who need transportation assistance. Definitions of those who are "low-income persons" and "who need transportation assistance" shall be part of such contracts, verbatim or by reference.

- (5) Paratransit. Fare structure (*Effective 7/01/12*):

RideSource	\$3.50	one way
Escort*	\$3.50	one way
RideSource Shopper**	\$2.00	round trip
Social Service Agencies***	100	percent
Book of Ten Tickets	\$35.00	

* Escort is limited door-to-door transportation for medical rides.

** **RideSource** Shopper is specialized transportation service for grocery shopping. **RideSource** Shopper fares are based on round-trip rides. All other fares are one-way rides.

*** Social service agencies will contract for service and pay 100 percent of the marginal cost of service.

- 2.01 Large-quantity Pass Purchases. The District will provide a discount of 5 percent to private sales organizations authorized by the District to sell passes to the general public.

- 3.01 Effective Date. This ordinance shall take effect on June 14, 2012, at which time this Seventeenth Amended Ordinance will stand in the stead of Ordinance No. 35 in all

particulars and all previous amendments, and will govern all fares charged by the District.

ADOPTED this 14th day of May, 2012.

President and Presiding Officer

ATTEST:

Recording Secretary

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: MARCH FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Director of Finance and Information Technology

ACTION REQUESTED: None

BACKGROUND:

In order to allow staff more month-end processing time while continuing to provide financial information to the Board on a timely basis, monthly financial reports are now separate from the Board packet. On the Tuesday before the regular monthly Board meeting, financial reports will be sent by e-mail to all Board members and senior LTD staff and posted to the LTD website. The March report will be posted on April 17, even though the April Board meeting has been canceled.

ATTACHMENT: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: MARCH 2012 GRANT REPORT

PREPARED BY: Todd Lipkin, Finance Manager

ACTION REQUESTED: None. Information Only.

BACKGROUND:

The Monthly Grant Report for activity through March 31, 2012, follows this summary. It contains financial data for all Federal Transit Administration (FTA) and Oregon Department of Transportation (ODOT) Connect Oregon grants that have a remaining balance or have had activity within the last six months. All grant totals are reported in total project dollars, so they include both the grant-funded amount and any applicable local match. Due to the timing of this report, all of the invoices for the report month have not been received. Any additional invoices charged to this report month will be reflected in the Grant Totals expenditure amounts next month.

National Transit Database

- Responses to the National Transit Database (NTD) analyst were submitted to the NTD on March 23. The report was returned to LTD on March 26 to address a few more questions. The report was returned to NTD on April 3.

Federal Transit Administration TEAM Grant Applications

Three grant applications have been created in the Federal Transit Administration Transportation Electronic Award Management (TEAM) system. TEAM grants are the mechanism that LTD uses to directly access funds that have already been awarded. The three grants are waiting for FTA Region X review. LTD staff works with region staff to ensure the application is complete and ready for official submittal. Once the grant application is submitted, it takes up to 60 days for the grant to be executed so LTD can access the funds. The three grants are as follows:

- OR-95-X030-01 - \$90,000 in STP funds for SmartTrips program
- OR-95-X035 - \$971,101 in STP/STP-U funds for the following projects:
 - \$500,000 in STP-U funds for preventive maintenance
 - \$300,000 in STP-U funds for Point2point Solutions
 - \$ 96,101 in STP funds for Point2point Solutions
 - \$ 75,000 in STP-U funds for Safe Routes to School
- OR-90-X161 - \$7,273,000 in 5307 funds for the following projects:
 - \$6,000,000 for preventive maintenance
 - \$1,200,000 for West Eugene EmX Extension planning
 - \$ 73,000 for security improvements including video surveillance

Federal Transit Administration Notifications of Funding Availability (NOFA)

The Federal Transit Administration issued a Notice of Funding Availability on February 6, 2012. This notice announced the availability of \$650 million for State of Good Repair, \$125 million for Bus Livability, and \$51.5 million for Clean Fuels. There are staggered due dates for applications starting with the State of Good Repair applications being due March 22, Bus Livability applications due March 29, and Clean Fuels applications due April 5. Applications for all three of these opportunities will have been submitted by the date of this Board meeting. The applications submitted were as follows:

- State of Good Repair – \$7,240,320 for bus replacement and bus video surveillance. Staff applied for \$1,024,220 to fund the final hybrid-electric articulated bus from a five bus purchase partially funded with 2011 State of Good Repair funds; \$5,403,300 has been applied for to purchase ten 40-foot hybrid-electric buses; and \$812,800 has been applied for to upgrade the video surveillance systems on the buses to match the new system installed on the 24 buses purchased this year.
- Bus Livability – \$497,700 for the purchase of infrastructure for a 10-station bike share system with stations located at the University of Oregon and in the City of Eugene. This project is a partnership between LTD, the City of Eugene, and the University of Oregon. The proposal includes leveraging funds approved by the Associated Students of the University of Oregon to build a four-bike station system to implement this larger 10-station system.
- Clean Fuels – \$6,427,520 for bus replacement. This is the same bus replacement being applied for under the State of Good Repair program described above. Since there is more than likely not enough funds out of a single program to fund this entire purchase, staff have applied under both programs in the hopes of funding the entire purchase. This is the same strategy that was employed in the 2010 application when the District was successful in obtaining \$5 million in Clean Fuels funds and \$3.3 million in State of Good Repair funds to fund this year's purchase of 24 buses.

ATTACHMENT: Monthly Grant Report

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24930 ODOT - ODOT State ConnectOregon	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

Veneta Transit Center	-	820,000.00	744,137.16	75,862.84
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OR-03-0122 - FTA 5309 Small Starts	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

13.13.06 EmX Vehicles	-	1,555,073.75	1,555,073.75	-
14.01.10 Guideway	-	4,300,805.32	3,398,470.97	902,334.35
14.02.20 Stations & Stops	-	743,703.39	843,447.42	(99,744.03)
14.04.40 Sitework & Special Conditions	-	11,241,013.34	10,792,437.18	448,576.16
14.05.50 Systems	-	2,229,930.78	1,826,143.11	403,787.67
14.06.60 ROW, Land, Existing Improvements	-	1,929,027.42	1,515,170.42	413,857.00
14.08.80 Professional Services	482.00	7,721,200.00	8,209,797.56	(488,597.56)
14.09.90 Unallocated Contingency	-	1,088,113.00	-	1,088,113.00
	482.00	30,808,867.00	28,140,540.41	2,668,326.59

OR-04-0030 - FTA 5309 Bus and Bus Facilities	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.12.04 Paratransit replacement vehicles	-	700,000.00	700,000.00	-
11.13.04 Paratransit expansion vehicles	-	140,000.00	140,000.00	-
11.32.20 Misc Passenger Boarding Improvements	-	410,000.00	-	410,000.00
	-	1,250,000.00	840,000.00	410,000.00

OR-04-0035 - FTA 5309 Bus and Bus Facilities	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.12.01 Hybrid Electric 40' Buses	1,155,279.00	6,024,096.00	3,366,903.51	2,657,192.49
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OR-37-X016 - FTA 5316 Job Access/Reverse Commute	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.7L.00 Mobility Management	-	504,570.00	205,276.68	299,293.32
11.80.00 Program Administration	-	18,090.00	18,090.00	-
30.09.01 Employment Transportation Options	-	363,232.00	363,231.70	0.30
	-	885,892.00	586,598.38	299,293.62

OR-58-0001 - FTA 5308 Clean Fuels	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.12.01 40' Hybrid Electric Low Floor Buses	-	4,000,331.00	-	4,000,331.00
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OR-77-0001 - FTA TIGGER TIGGER	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.12.01 Hybrid bus incremental costs	250,000.00	3,000,000.00	2,250,000.00	750,000.00
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OR-90-X151 - FTA 5307 Urbanized Area Formula Funds	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.40 Bus Related	-	250,000.00	250,000.00	-
11.13.06 EmX Vehicles	-	1,130,000.00	1,130,000.00	-
11.33.20 Passenger Boarding Improvements	-	50,000.00	50,000.00	-
11.42.07 Hardware	-	550,000.00	550,000.00	-
11.42.11 Support Vehicles	-	150,000.00	132,673.94	17,326.06
11.93.02 Shelters	-	54,239.00	54,239.00	-
	-	2,184,239.00	2,166,912.94	17,326.06

OR-90-X152 - FTA 5307 Urbanized Area Formula Funds	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.01 40' Gillig Low Floor Bus	-	2,787,360.00	2,787,360.00	-
11.12.01 Finance & Int. Costs Gillig Bus Purch	-	186,499.00	186,498.55	0.45
11.13.01 40' Gillig Low Floor Bus	-	1,000,850.00	1,000,849.78	0.22
11.23.01 Extend EmX Lanes	-	201,520.00	201,520.52	(0.52)
11.32.02 River Road Station Land	-	2,261,504.00	2,261,504.46	(0.46)
11.32.06 Franklin EmX Fare Machines	-	350,000.00	350,000.00	-
11.42.07 Hardware	-	1,460,900.00	939,148.48	521,751.52
11.42.08 Software	-	480,000.00	184,794.87	295,205.13
11.42.09 Bus Security Cameras	-	60,224.00	60,224.59	(0.59)
11.42.09 Security Improvements	-	300,000.00	300,000.00	-
11.42.20 Miscellaneous equipment	-	175,000.00	67,657.15	107,342.85
11.43.03 Improvements	1,497.00	400,000.00	269,648.82	130,351.18
11.43.03 Maintenance Facility Remodel	-	1,475,289.00	1,475,288.81	0.19
11.62.20 Communications Equipment	-	50,000.00	30,328.13	19,671.87
11.71.12 Vanpools	2,286.00	163,400.00	135,018.77	28,381.23
11.7A.00 FY 12 Preventive Maintenance	-	1,281,250.00	1,281,250.00	-
11.7A.00 Preventive Maintenance	-	5,718,750.00	5,718,750.00	-
11.92.08 Bus Stop Signage	-	122,411.00	-	122,411.00
11.93.02 Shelters	-	56,080.00	34,471.34	21,608.66
	3,783.00	18,531,037.00	17,284,314.27	1,246,722.73

OR-95-X013 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.06 Hybrid Electric Articulated Buses	-	707,380.00	707,380.00	-
11.33.20 Passenger Boarding Improvements	554.00	222,891.00	204,208.61	18,682.39
11.72.11 Rideshare	-	450,498.00	450,498.00	-
	554.00	1,380,769.00	1,362,086.61	18,682.39

OR-95-X019 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.06 EmX Hybrid Electric Articulated Bus	-	49,785.00	49,784.68	0.32
11.12.06 Hybrid Electric Articulated Buses	-	1,598,403.00	1,598,403.00	-
11.72.11 Rideshare	-	1,277,320.00	1,277,320.00	-
11.72.11 RTOP	-	22,289.00	22,289.00	-
11.72.11 Safe Routes to School	-	27,861.00	19,225.95	8,635.05
11.7A.00 Preventive Maintenance	-	557,227.00	557,227.00	-
	-	3,532,885.00	3,524,249.63	8,635.37



OR-95-X030 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.33.02 U of O Station Construction	-	2,340,354.00	1,784,664.91	555,689.09
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OR-96-X006 - FTA 5307 ARRA	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance

11.42.09 Security Camera Replacement	-	64,678.00	-	64,678.00
11.44.03 Maintenance Facility Remodel	-	3,136,892.00	3,136,892.00	-
11.7A.00 Preventive Maintenance	-	3,201,569.00	3,201,569.00	-
	-	6,403,139.00	6,338,461.00	64,678.00

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: DEPARTMENT REPORTS

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

Monthly reports on activities within departments and throughout the District are provided for the Board's information.

ATTACHMENT: Monthly Department Reports, April 9, 2012

PROPOSED MOTION: None

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MONTHLY DEPARTMENT REPORTS

April 9, 2012

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PROJECT DEVELOPMENT

John Evans, Senior Project Manager

West Eugene EmX Extension:

The Federal Transit Administration (FTA) is expected to complete its review of the West Eugene EmX Extension (WEEE) Environmental Assessment (EA) in April. Final approval and public release of the document by the FTA is dependent upon completion of the agency's internal review process, which is now expected to occur in late April. A 45-day public review period will begin when the EA is published. The FTA will respond to any substantive comments on the analysis contained in the EA and include the responses with its decision regarding a Finding of No Significant Impacts (FONSI). If the FTA issues a FONSI, the federal environmental review period will be complete and the project will move into a final local review. This local review involves the Eugene City Council and the LTD Board of Directors reaffirming the selection of the Locally Preferred Alternative as described and analyzed in the EA.

POINT2POINT SOLUTIONS

Theresa Brand, Program Manager

Program Management:

The Oregon Department of Transportation announced the awarded grants from the second round of the Flex Fund program, and the Regional SmartTrips program grant was one of the funded projects. The program includes concurrent SmartTrips programs along Main Street in Springfield and the Bethel area in Eugene. The programs will begin in 2013.

Point2point worked with staff from the City of Eugene and the University of Oregon Bike Program to develop a Federal Transit Administration grant for a bike sharing project. Notification of the grant should take place in July 2012.

Presentations regarding the launch of the WeCar program were given to the Lane County Board of Commissioners and the LTD Board. The program launched on April 2 in Eugene and Springfield. The community has shown a great deal of interest as there have been numerous phone calls and e-mails regarding the program received during the past few weeks.

Ms. Brand has prepared information and training materials for LTD's Green Team. The team held its first meeting in early April. LTD's Sustainability Program is planned to be a long-term internal program. Program goals and outcomes will be shared with LTD's Leadership Council and then the LTD Board as efforts materialize. Two of the first efforts include preparation of a baseline inventory with targets and a ReTHINK Business Analysis from BRING Recycling.

School Solutions:

Lisa VanWinkle has been working with Safe Routes to School (SRTS) program staff and a group of stakeholders to develop an SRTS Regional Strategy in order to plan for the next ten years of SRTS programs in the Cities of Eugene and Springfield. A draft of the plan will be reviewed at the staff level in April and will then go to school and city representatives in May. Once completed, funds will be sought in order to carry out the activities and projects listed in the plan.

Preparation is underway for May's Walk and Bike to School Day events. More details will be available in April.

On-the-go Solutions:

During the past month, Rideshare Program Coordinator Tracy Ellis worked closely with staff from the City of Eugene, the City of Springfield, and Lane County in preparation of the WeCar carsharing program launch in April. She developed marketing materials and has done extensive outreach in order to prepare for the program launch. To date, there has been a great deal of buzz around the arrival of community based carshare vehicles in the region, and it is anticipated that the program will be very popular. The WeCar program has received a lot of press this month on KMTR, KEZI, KUGN, and in *The Register-Guard*.

On March 29 a launch celebration for WeCar was held at LTD, with Mayor Piercy and Mayor Lundberg both speaking. Eugene and Springfield Chamber of Commerce ribbon-cutting ceremonies were held at WeCar vehicle locations in both cities.

The LTD Drive Less Challenge concluded on March 30. During the 60-day campaign, employees logged more than 1,274 trips, for a total of 8,788 miles. This resulted in a reduction of 4,919 pounds of CO₂. The LTD Drive Less Challenge was conducted using the new Rideshare database, Drive Less Connect.

Education and Outreach:

Employer Programs Specialist Marcia Maffei gave a presentation at Lane Community College to an Introductory Sustainability Class regarding Point2point Solutions' programs.

Preparation is underway for next month's Earth Day Celebration at EWEB Plaza. Point2point will have a booth at the event and will be showcasing one of the WeCar carshare vehicles.

Planning is underway for this year's Business Commute Challenge, which will take place on May 12–18. Last year 2,200 local employees representing more than 150 business teams participated in the week-long transportation options event.

Regional Bike Parking Study:

The March meeting was cancelled due to snow, but it was rescheduled for April. Once that meeting concludes, an RFP will be developed for the Regional Bike Parking Study. The end result will be the hiring of a vendor to complete the study, which is anticipated by mid-fall.

Smart Trips Gateway:

SmartTrips staff sponsored and organized a noon ride in Springfield on March 16. After a kick-off speech by Springfield Mayor Christine Lundberg, 30 cyclists departed from Springfield City Hall for a leisurely ride on the Rosa Parks path and through the historic Washburne

neighborhood. The *Smart Trips* business program will be wrapping up at the end of April, and the residential portion of the program will kick-off in early May.

FACILITIES PROJECTS

Joe McCormack, Facilities Manager

There will not be a department report from Facilities this month.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

Andy Vobora, Director of Service Planning, Accessibility, and Marketing

There will not be a department report from Service Planning or Marketing this month.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

It is unclear how the transformation of the delivery of health care services for Medicaid recipients in Oregon will impact the ability to provide Non-Emergency Medical Transportation through the RideSource Call Center. While changes are not expected to be immediate, the emerging model does not yet address how transportation is to be offered through the new Community Care Organization structure. Human Services Transportation Specialist Rand Stamm has been working with other call center managers and the Oregon Health Authority to try to get a better picture of what the future holds for Medicaid transportation services.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

Snow Service:

During the snow storm that took place on March 21, there were several mishaps throughout the day that resulted in 11 vehicles being damaged to some degree; however, most of the damage consisted of minor dents and scrapes. There were no serious weather related accidents; and overall, staff and bus operators performed well. Since snow storms such as this are rare in this area, the District is not quite as prepared as it would like to be. This storm was compounded by several factors such as very wet snow, that caused trees to topple, power lines to fall, and roofs to collapse. In addition, the road conditions were difficult. The cities were not prepared for the amount of snow that occurred, and snow plows and sanders were out later than expected. Operations staff, along with Facilities, Vehicle Maintenance, and Service Planning staff, will discuss issues that arose so that the District can be better prepared in the future.

MAINTENANCE

George Trauger, Director of Maintenance

Three of the new 1100-series buses have been released and placed into service. The remaining buses are nearing completion and will be ready for service soon. Post-delivery inspections, application of LTD striping, and logo installations are complete. The security camera system's interior cameras have been installed and are working. The exterior camera installation is scheduled to be completed by the second week of April. As these buses are completed and placed into service, the oldest buses will be exchanged with the 1100-series buses. Training for the mechanics on these buses has been scheduled to occur in July and August.

Maintenance also is busy attempting to recoup and repair buses that were damaged due to the spring snow storm. Overall, the snow service went well; and all crews were kept busy with roadside assistance to keep the buses in service. This snow was extremely heavy and wet, which created very slick conditions. During these times, it truly takes the entire LTD team to make everything work as well as it does. Staff will get together with the other departments to debrief this event and see what and how it can be improved.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Todd Lipkin, Finance Manager

Payroll Processing:

- Forty-eight (48) payroll checks and 564 payroll direct deposits totaling \$871,686 were made in March 2012 (two pay dates).

Accounts Payable:

- Three hundred eight (308) vendor paper and electronic checks totaling \$5,099,828 were processed during the month of March 2012. This included payments to Gillig Corporation for \$1.68 million for the purchase of three 40' hybrid electric buses.
- Eight hundred forty (840) vendors used in 2011 were reviewed; 1099s were distributed to vendors; and the report was transmitted to the IRS.

Accounts Receivable:

- Eleven (11) cash fare deposits totaling \$132,085 were processed in March 2012.
- Thirty-five (35) nonprofit agency orders were processed in March 2012.
- Forty-six (46) RideSource ticket book orders for 187 ticket books were processed in March 2012.
- Completed the upgrade of the Customer Service Center's point of sale system which included developing a new touch screen interface, research, and testing.

Budget Preparation:

- The 2013 budget year was opened in the Eden financial system and budget input documents were created.
- FY 2012-13 Materials & Services budget requests were developed by departments for input by the end of March. Review of these requests will occur in April in order to develop the budget for submittal to the Budget Committee for its consideration on May 16.

ACCOUNTING/INTERNAL AUDIT

Carol James, Chief Accountant/Internal Auditor

Accounting:

- The February 2012 financial reports were completed and posted on the website on March 19, 2012, in time for the regular monthly Board meeting held March 21, 2012.
- Staff continue review of new Governmental Accounting Standards Board (GASB) requirements for the *Comprehensive Annual Financial Report* (CAFR) for the fiscal year ending June 30, 2012.

Internal Audit:

- Staff continue work with the Department of Revenue (DOR) staff on payroll tax collections for the fourth quarter of 2011. Analysis of the largest 50 taxpayers has not uncovered any additional noticeable under-collections. Collections still appear below the expected range given the economic news. Staff are continuing to look for an additional \$192,000, which was anticipated but not received.
- Staff continue review and monitoring of pass sales through the Customer Service Center.

PURCHASING

Jeanette Bailor, Purchasing Manager

- Proposals have been received and are being reviewed for an HVAC control system.
- Bids have been received and are being reviewed for hazardous material abatement and demolition of the empty building at 310 Garfield on the lot next to RideSource.
- A Request for Proposals has been issued for call center software, and proposals are due in early May.
- A request for bids has been issued for filters for the Maintenance Department.

HUMAN RESOURCES AND RISK MANAGEMENT

Mary Adams, Director of Human Resources and Risk Management

Deferred Compensation Plans:

As part of its oversight responsibilities, the Deferred Compensation Advisory Committee met with representatives from Valic and The Hartford to review the annual plans. Both plans have had net gains in assets and are generally improving trends in investment earnings.

Health Management Team:

The work group on leadership met to discuss how to engage different key leaders in the work of the Health Management Team. Several leaders were identified and strategies discussed. A meeting of the work group on vendor management is scheduled for the week of April 23.

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: MONTHLY PERFORMANCE REPORTS

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

In response to a request by the Board for regular reporting on the District's performance in several areas, monthly performance reports are provided for the Board's information.

ATTACHMENTS: March 2012 Performance Reports *(to be sent out electronically with the March Financial Statements on April 17)*
February 2012 RideSource Activity and Productivity Report

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Special Mobility Services: RideSource Activity and Productivity Information

2/29/2012 Revised	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	17,281	14,347	20.5%	128,858	120,395	7.0%	193,130	182,042	6.1%
RideSource(All Modes)	13,626	11,763	15.8%	102,256	99,674	2.6%	154,799	151,094	2.5%
Shopper	464	372	24.7%	3,884	3,467	12.0%	5,621	5,223	7.6%
Escort Volunteers-Metro	1,379	931	48.1%	11,070	7,140	55.0%	15,536	10,368	49.8%
Escort Volunteers-Rural	1,812	1,281	41.5%	11,648	10,114	15.2%	17,174	15,357	11.8%
RideSource Cost per Ride	\$ 20.94	\$ 21.08	-0.7%	\$ 21.73	\$ 21.44	1.4%	\$ 21.58	\$ 20.80	3.7%
RideSource(All Modes)	\$ 25.35	\$ 24.33	4.2%	\$ 26.09	\$ 24.61	6.0%	\$ 25.63	\$ 23.85	7.5%
RideSource Shopper	\$ 15.28	\$ 16.27	-6.1%	\$ 15.29	\$ 15.61	-2.0%	\$ 15.48	\$ 15.00	3.2%
RideSource Escort	\$ 2.95	\$ 4.60	-35.9%	\$ 3.22	\$ 4.29	-25.1%	\$ 3.49	\$ 4.10	-15.0%
Ride Reservations	14,433	12,763	13.1%	108,678	105,560	3.0%	163,821	159,328	2.8%
Cancelled Number	1,332	1,576	-15.5%	9,679	10,763	-10.1%	14,488	15,691	-7.7%
Cancelled % of Total	9.23%	12.35%		8.91%	10.20%		8.84%	9.85%	
No-Show Number	162	133	21.8%	1,279	1,087	17.7%	1,935	1,674	15.6%
No-Show % of Total	1.12%	1.04%		1.18%	1.03%		1.18%	1.05%	
Ride Refusals Number	0	0	0.0%	0	4	-100.0%	0	5	-100.0%
Ride Refusals % of Total	0.00%	0.00%	0.00%	0.00%	0.00%		0.00%	0.00%	
Service Hours	7,733	6,448	19.9%	58,024	53,704	8.0%	86,838	81,245	6.9%
Agency Staff	7,521	6,269	20.0%	56,132	52,097	7.7%	84,109	78,384	7.3%
Agency SMS Volunteer	212	179	18.4%	1,892	1,607	17.7%	2,729	2,861	-4.6%
Avg. Trips/Service Hr.	1.82	1.88	-3.2%	1.83	1.92	-4.7%	1.85	1.92	-3.6%
RideSource System Miles	95,731	84,818	12.9%	737,886	716,607	3.0%	1,116,682	1,087,899	2.6%
Avg. Miles/Trip	6.79	6.99	-2.8%	6.95	6.95	0.1%	6.96	6.96	0.0%
Miles/Vehicle Hour	12.38	13.15	-5.9%	12.72	13.34	-4.7%	12.86	13.39	-4.0%
On-Time Performance %	87.7%	87.0%	0.8%	87.6%	84.7%	3.4%	87.5%	84.4%	3.7%
Sample	12,136	10,625		92,029	89,840		139,797	136,167	
On-Time	10,643	9,242		80,590	76,075		122,302	114,885	

- RideSource (All Modes) includes all rides except Shopper, Escort, & Taxi
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.

- RideSource System Miles includes miles by volunteers in agency vehicles.

Special Mobility Services: RideSource Activity and Productivity Information

<u>2/29/2012 Revised</u>	<u>Current Month</u>	<u>Prior Year's Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Previous YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Prior 12 Month</u>	<u>% Change</u>
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- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 9, 2012

ITEM TITLE: ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

The action or information items listed below will be included on the agenda for future Board meetings:

- A. **FY 2012-13 Pricing Plan:** A second public hearing on proposed changes to the pricing plan is scheduled to be held on May 14 at the Eugene Public Library. The Board will be asked to approve the final recommended pricing plan at the May 16 regular Board meeting.
- B. **General Manager Performance Evaluation:** The Board Human Resources Committee began meeting in February to begin the general manager's annual performance evaluation process. An executive session for the full Board to evaluate the performance of the general manager will be scheduled for the May 16 regular Board meeting.
- C. **Budget Committee Meetings:** The LTD Budget Committee is scheduled to meet on May 16 at 6:00 p.m. following the regular Board meeting, and again on May 17 at 6:00 p.m. if needed.
- D. **LTD Subdistrict Boundaries Adoption:** The Oregon Secretary of State is finalizing LTD's subdistrict boundaries. When the boundary plan is complete, it will be presented to the LTD Board for adoption in May. The new boundaries will be in place for ten years after adoption.
- E. **FY 2012-13 Budget Adoption:** In May the LTD Budget Committee will discuss the proposed Fiscal Year 2012-13 budget. The budget approved by the Budget Committee will be on the agenda for adoption by the LTD Board of Directors at the June 20 Board meeting. The budget must be adopted before the end of fiscal year on June 30.
- F. **Election of Officers:** At the June 20 Board meeting, the Board will elect from its members a president, vice president, secretary, and treasurer to fill two-year terms beginning July 1, 2012.
- G. **LTD Service Boundary:** State law requires that LTD annually determine the territory in the District in which the transit system will operate. No changes are planned; therefore, a resolution reaffirming the current boundaries is scheduled for approval at the June 20 Board meeting.
- H. **Lane Coordinated Human Services Transportation Plan:** The Lane Coordinated Human Services Transportation Plan is in the process of being updated. It will be ready for a public hearing and Board approval in June.

- I. **Board Room Reconfiguration**: Staff, along with assistance from Pivot Architecture, are reviewing the layout of the Board Room. A revised plan will be presented to the Board for review and comment in a meeting later this spring.
- J. **EmX Steering Committee Membership**: Vacancies have occurred on this committee. The Board will be asked to appoint individuals to fill these positions at a future Board meeting.
- K. **Long-Range Transit Plan**: An update on progress of the Long-Range Transit Plan will be presented at a future meeting.
- L. **Annual Performance Report**: In conjunction with an update on the Long-Range Transit Plan, staff will provide a FY 2010-11 Performance Report for presentation at a future meeting.
- M. **West Eugene EmX Extension**: Periodic updates on the West Eugene EmX Extension project will be presented to the Board throughout the various stages of the project.

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