



**LANE TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING
Wednesday, April 15, 2015
5:30 p.m.
LTD Board Room
3500 E. 17th Avenue, Eugene (in Glenwood)**

A G E N D A

Page No.

- | | | | |
|-------|---|--------------|---|
| I. | CALL TO ORDER | | |
| II. | ROLL CALL | | |
| | Pierce _____ Gillespie _____ Yeh _____ Wildish _____ | | |
| | Necker _____ Grossman _____ Vacant _____ | | |
| III. | PRELIMINARY REMARKS BY BOARD PRESIDENT | (5 minutes) | |
| IV. | COMMENTS FROM THE GENERAL MANAGER | (2 minutes) | 4 |
| V. | ANNOUNCEMENTS AND ADDITIONS TO AGENDA | (2 minutes) | 5 |
| VI. | BOARD CALENDARS | (5 minutes) | 6 |
| VII. | EMPLOYEES OF THE MONTHS – APRIL AND MAY 2015 | (5 minutes) | 7 |
| VIII. | EGAN WARMING CENTER PRESENTATION [Bill Winkley, Melissa Mona, Stanley Coleman] | (5 minutes) | 9 |
| IX. | AUDIENCE PARTICIPATION | | |
| | ◆ <i>Public Comment Note:</i> 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. | PUBLIC HEARING: FY 2016-2025 CAPITAL IMPROVEMENTS PROGRAM [Todd Lipkin] | (10 minutes) | 10 |
| | 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 | | |
| XI. | ITEMS FOR ACTION AT THIS MEETING | | |
| | A. Fiscal Year 2016-2025 Long-Range Financial Plan [Todd Lipkin] | (10 minutes) | 37 |
| | B. Annual Route Review: Fiscal Year 2015-16 Service Proposal [Andy Vobora, Tom Schwetz] | (5 minutes) | 42 |
| | C. Environmental and Sustainability Management System [Andy Vobora] | (10 minutes) | 65 |
| | D. General Manager Selection Process [Roland Hoskins] | (20 minutes) | 70 |
| XII. | ITEMS FOR INFORMATION AT THIS MEETING | | |
| | A. Board Member Reports | (10 minutes) | 74 |
| | 1. Meetings Held | | |
| | a. Metropolitan Policy Committee (MPC) – April 2 | | |
| | b. EmX Steering Committee – April 7 | | |
| | c. LTD Board Human Relations Committee – April 9 | | |
| | 2. No Meeting/No Reports | | |
| | a. Accessible Transportation Committee | | |
| | b. Lane Area Commission on Transportation (LaneACT) | | |
| | c. Governor’s Oregon Passenger Rail Leadership Council | | |
| | d. Eugene Transportation Community Resource Group (TCRG) for the Eugene Transportation System Plan (TSP) | | |
| | e. LTD Board Finance Committee | | |
| | f. Main Street Projects Governance Team | | |
| | g. Lane Council of Governments (LCOG) Board of Directors | | |

| | | | |
|-------|---|--------------|-----|
| h. | LTD Board Service Committee | | |
| i. | LTD Pension Trusts | | |
| B. | Monthly Financial Reports - February [Todd Lipkin] | (5 minutes) | 76 |
| C. | Monthly Performance Reports (respond if questions) [Ron Kilcoyne] | | 82 |
| D. | Monthly Grant Report (respond if questions) [Todd Lipkin] | | 90 |
| E. | Monthly Department Reports (respond if questions) | | 96 |
| XIII. | ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING | | 103 |
| A. | Joint Meeting with Eugene City Council (May 11) | | |
| B. | Capital Improvements Program (May) | | |
| C. | Main Street-McVay Highway Transit Study (May) | | |
| D. | Website Implementation (May) | | |
| E. | General Manager Selection Process (May) | | |
| F. | TransitStat Update (May or June) | | |
| G. | FY 2015-16 Budget Adoption (June) | | |
| H. | Safe Routes to School Strategic Plan (June) | | |
| I. | River Road Property Acquisition (June) | | |
| J. | Franklin Boulevard (July) | | |
| K. | Purchasing Policy Revisions | | |
| XIV. | EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2)(e), TO CONDUCT DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS | (10 minutes) | 105 |
| XV. | 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).

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

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

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jeanne Schapper, Executive Office 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

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: BOARD CALENDARS

PREPARED BY: Jeanne Schapper, Executive Office Manager/Clerk of the Board

ACTION REQUESTED: Board member communication regarding 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 sent separately 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 their spring and summer vacation dates.

ATTACHMENTS: The link to Board activity calendars is provided separately to Board members.

Q:\Reference\Board Packet\2015\4\April 15 Reg Board Mtg\Calendar of Events Summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: APRIL AND MAY EMPLOYEES OF THE MONTHS

PREPARED BY: Jeanne Schapper, Executive Office Manager/Clerk of the Board

BACKGROUND:

April Employee of the Month: Customer Service Representative (CSR) Gail Beasley is the recipient of the April 2015 Employee of the Month (EOM) award.

Gail began work for the District in 1995 and this year celebrates 20 years as a CSR at LTD. Gail is a past recipient of the EOM award, a past member of the Safety Committee, and has received three Monthly Value awards.

Gail approaches her job every day with care and sincere compassion for her customers as was highlighted in her recent EOM nomination. Gail was nominated for the Employee of the Month award by a customer who had left her bicycle on a bus and was very impressed with the manner in which Gail handled the matter. Forgotten bicycles are a part of everyday life on a transit system, and LTD has protocols in place to maximize recovery of lost bicycles. Of course, Gail followed protocol to the letter; however, this customer was quite inspired by Gail's refreshing attitude and exemplary customer service skills that she displayed during the unfortunate incident.

When asked to comment on Gail's selection as Employee of the Month, Accessible and Customer Services Manager Cosette Rees said:

It is my pleasure and honor to recognize Gail Beasley as our April 2015 Employee of the Month.

Gail epitomizes the spirit of Customer Service. Often under pressure, Gail provides our customers exceptional service with a smile. She is friendly and caring, often going the extra mile to help riders. Whether it's reuniting a customer with a lost item, taking the time to ensure first-time riders have all the tools they need to successfully ride the system, or asking if there's anything else she can help them with at the end of a conversation, Gail cheerfully and professionally represents the District with heart.

Gail will be the first person to tell you that everyone at the Customer Service Center (CSC) provides excellent service, and she's right. However, because she is so humble, she won't tell you how she personally brings her passion and compassion to contribute individually and to the CSC Team to provide superior service each and every time she interacts with our customers. But, as her manager, I am happy to!

May Employee of the Month: Operations Supervisor Shawn Mercer is the recipient of the May 2015 Employee of the Month (EOM) award.

Shawn has been at the District since 1993 and has been a supervisor for 17 years. He also is the District's primary expert in accident investigations, serving on the Accident and Route Review Committee. Shawn is a two-time past recipient of the Employee of the Month award, having received the award in June 1999 and February 2003. He also has received four Monthly Value awards.

Shawn was nominated for this award for the manner in which he handled three recent incidents. The first incident was reported by a customer who was very appreciative of Shawn's handling of a very delicate, personal issue. The customer was in a personal and potentially embarrassing situation, and Shawn's actions were able to save the customer embarrassment. The rider stated: "I want to thank Shawn for giving me my dignity."

In another incident, a customer wanted to thank Shawn for calling a bus back that had left the person stranded. The passenger was near tears and then in amazement when Shawn called the bus back. The gentleman then asked Shawn for his card and exclaimed, "Thanks for saving my night."

The most recent acknowledgement came from a bus operator who simply said: "Thank you for the kindness that you have shown me for the past 17 years."

When asked to comment on Shawn's selection as Employee of the Month, Director of Operations and Customer Satisfaction Mark Johnson stated:

Shawn works hard to provide the best service possible to our employees and customers. He leads by example and has been an excellent member of the Operations team. He was previously awarded the Employee of the Month in 1999 and 2003. It is not a surprise that he has been nominated again.

Shawn's care for people and his customer service skills reflects the District's values, and he puts those into practice daily. Shawn is very deserving of the Employee of the Month award.

AWARD:

Gail and Shawn will attend the April 15, 2015, meeting to be introduced to the Board and to receive their awards.

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: EGAN WARMING CENTER PRESENTATION

PREPARED BY: Andy Vobora, Director of Customer Services and Planning

ACTION REQUESTED: None

BACKGROUND:

The Egan Warming Center is a coalition of community members representing service providers, nonprofits, faith and social activist communities, and local government who have come together since 2008 to ensure that homeless people have shelter during extreme cold weather. Named in honor of Major Thomas Egan, a veteran who froze to death during a cold spell in 2008, the Warming Center's mission is "to ensure that homeless people in Lane County have a place to sleep indoors when temperatures drop in the late fall and winter months." St. Vincent de Paul of Lane County serves as the primary agency responsible for implementing the operation of the Warming Center and building a sustainable model for the long term.

Egan Warming Center volunteers and staff will be attending the April 15 Board meeting to thank Lane Transit District and its Board of Directors for their continuing support.

ATTACHMENTS: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: PUBLIC HEARING: FY 2016-25 CAPITAL IMPROVEMENTS PROGRAM

PREPARED BY: Todd Lipkin, Finance Manager/CFO

ACTION REQUESTED: Hold a public hearing on the Capital Improvements Program

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) 2016-25 Capital Improvements Program was posted on the LTD website for public comment, and a legal notice was published in *The Register-Guard* on Friday, April 10. The public comment period closes at 5:00 p.m. on Sunday, May 10. The FY 2016-25 CIP will be presented to the Board for adoption at its May 20 meeting. Comments will be forwarded to Board members prior to that meeting.

Holding this public hearing allows the public to comment directly to the Board of Directors prior to its consideration of the CIP adoption at the May 20 Board meeting. Projects are connected to priorities outlined in the LTD Strategic Plan, and they are classified into the following funding tiers:

- Tier I: Highest priority projects with full funding identified.
- Tier II: High priority projects that are not fully funded.
- Tier III: Projects contingent upon adequate available revenue. The availability of these revenue sources could impact the ability to move Tier III projects forward.
- Tier IV: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

The funding for projects reflects the best estimate at this time. While all funds are not yet secured, there is a reasonable expectation that funding for Tier I and Tier II projects will be received. For example, the Plan assumes that 5307 funding will continue to 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.

ATTACHMENT: Draft FY 2016-25 Capital Improvements Program

PROPOSED MOTION: None

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LANE TRANSIT DISTRICT



2016 - 2025

Draft Capital Improvements Program

Lane Transit District

DRAFT CAPITAL IMPROVEMENTS PROGRAM

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SECTION 1: CONTEXT FOR LTD'S CAPITAL INVESTMENTS

CAPITAL IMPROVEMENTS FRAMEWORK

In everything Lane Transit District (LTD) does, we carry the community and its aspirations forward. Public Transportation services enable the residents of our community to connect to jobs, school, doctor's appointments, shopping, family and friends, and much more. Public transportation makes a significant contribution towards establishing a community identity, supporting vibrant commercial and social exchanges, improving physical health, and guiding sustainable neighborhood and regional development. In that context, we take responsibility for joining with our regional partners to create a livable community.

Capital investments allow LTD to meet operational and long-term goals. Those goals are aligned with the vision presented in the *LTD Road Map*, Lane Transit District's strategic plan. The *LTD Road Map* explains the agency's vision through a series of why, how, and what statements. LTD believes in providing people the independence to achieve their goals, creating a more vibrant, sustainable, and equitable community. How we do this includes serving the community with respect, collaborating internally and externally, and caring for our customers, employees, and business partners. What we do includes providing safe and accessible vehicles, services, and facilities; practicing sound fiscal and sustainability management; delivering reliable, public transportation services; offering services that reduce dependency on the automobile; and providing leadership for the community's transportation needs.

Coordinating and collaborating with our partners enables us to better leverage the significant investments we make in our service and capital infrastructure. As Eugene, Springfield, and surrounding communities continue to grow and regional transportation demands diversify, there is a need for LTD to connect effectively to the economic development, social equity, and environmental stewardship goals of the broader community. Integrating LTD's plans for growth and development with the goals of the communities that we serve ensures that we fully leverage our investments and are contributing most effectively to the growth and prosperity of the region's residents.

The Capital Improvements Program (CIP) is a 10-year framework that provides direction and guidance for LTD's capital investments. Annual revisions of the CIP consider new projects and reflect updates to the LTD Road Map and Long-Range Transit Plan.

CAPITAL INVESTMENT PRIORITIES

LTD capital projects vary in scale in terms of size, cost, and community benefit. Some of these projects maintain existing systems, while others redefine the services provided by LTD. LTD is committed to maintaining current infrastructure while purposefully investing in new projects that allow for the District to meet the changing needs of our riders and community and to accomplish the goals outlined in our Long-Range Transit Plan.

The CIP has two fundamental objectives: 1) to facilitate the efficient use of LTD's limited financial resources, and 2) to implement regional priorities that anticipate the need for public transportation in the future. LTD's Long-Range Transit Plan, the Transportation Systems Plans (TSP) of the Cities of Eugene and Springfield, and the Central Lane MPO Regional Transportation Plan (RTP) are examples of local and regional planning mechanisms that are supported by the CIP. A complete description of these and other guiding documents are found in Appendix A. LTD's projects using federal funds are programmed into the Metropolitan Transportation

Improvement Program (MTIP) list of expenditures for approval by the Central Lane Metropolitan Planning Organization (MPO).¹

The FY 2016-25 CIP totals approximately \$280.2 million in projects with funding secured or identified and \$18.2 million in projects with funding not identified. Sections 2 and 3 summarize all CIP projects included in the 10-year program.

CIP DEVELOPMENT AND REVIEW PROCESS

The CIP is reviewed and adopted annually. Staff create the draft CIP that is submitted to the public for a 30-day comment period. The public can submit in writing any comments or questions about the program and testify at a public hearing that is scheduled within the comment period. Once the public comment period is concluded, all comments or questions along with staff responses are submitted to the LTD Board of Directors. Staff then present a revised draft program to the Board for adoption.

The first year of the program becomes the basis for the next year’s Capital Projects Fund budget. As the budget is developed, minor adjustments are made to the CIP to account for projects that will continue into the next fiscal year or have small changes to cost or funding. Since these changes to the CIP are minor in nature, they are submitted to the Board for approval as an administrative amendment when the Board considers the budget for adoption.

Development and Review Schedule

| | |
|----------------------------|---|
| July 1 | Fiscal year begins |
| July – June | Staff track progress of projects and funding |
| January – February | Staff develop draft CIP |
| April | Submit CIP to public for 30-day comment period |
| April Board Meeting | Public hearing on CIP |
| May Board Packet | Public comments/staff responses published |
| May Board Meeting | Board adopts CIP |
| April – May | Staff develop budget with CIP informing Capital Projects Fund proposed budget |
| May | Budget Committee presented proposed budget and approves a budget |
| June | Board of Directors adopts a budget and approved CIP administrative amendment |

¹ Metropolitan Transportation Improvement Program. <http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

PROJECT FUNDING DECISIONS

There are two types of projects in the CIP: 1) State of Good Repair, and 2) Community Investment. State of Good Repair projects are projects that keep the District's assets in good working order to continue providing high-quality service to the community. These include vehicle replacement, maintenance and upgrades to technology and facilities, and other projects intended to keep our current service quality high. Community Investment projects increase the investments in the community adding additional service and/or user benefits. These can include frequent transit network projects, fare management, and large technology and facility upgrades that increase benefits to the community.

Projects are reviewed by staff, and six criteria are considered when making final project funding decisions. The first three criteria are considered for all projects (State of Good Repair and Community Investment):

- 1) Project Deferral Implication – To what extent will deferring a project create unsafe conditions and/or cause noticeable disruption to the level of service or user benefits?
- 2) Feasibility of Implementation – What is the likelihood that the project will be completed within the requested budget and schedule?
- 3) Operating Budget Impact – What impact will the project have on the operating budget of the District?

Community Investment projects have three additional criteria that are considered:

- 4) Ridership/Quality of Service Delivery – What impact will this project have on ridership, quality of service delivery, and benefits to the community?
- 5) Economic Impact – How will a project increase the District's revenue, create jobs, and/or improve the local economy?
- 6) Environmental Impact – How will a project preserve the natural environment, conserve natural resources, reduce pollution, or otherwise contribute to a sustainable community?

Following the staff review process, projects are organized into three tiers based on the availability of funding. For the purposes of this plan, LTD has documented projects that are ongoing from the previous year and are currently in design and/or construction.

Funding tiers include the following:

Tier I: Full funding identified.

Tier II: Projects contingent upon adequate available revenue. The availability of these revenue sources could impact the ability to move Tier II projects forward.

Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

LTD's final decision to commit funds occurs through the annual capital budget process. Although the CIP is the starting point for the annual budget, the projects actually budgeted each year can vary somewhat from those proposed in the CIP. Projects proposed in the CIP reflect the full budget for any open contract. A multi-year project will reflect the full amount budgeted in the current year. The budget for the current state of a project may change between CIP adoption and project implementation.

PROJECT CLASSIFICATION

Projects are sorted by the following major classifications:

Frequent Transit Network (FTN): These projects encompass the planning, design, and construction of service that increases capacity along major transportation corridors. The FTN strengthens regional connectivity by tying service and investment decisions to the level of development along corridors.

Fleet: These are projects related to the addition, replacement, and overhaul of service and support vehicles and equipment.

Facilities: These are projects that fund the design, purchase, installation, construction, or improvement/rehabilitation of service, maintenance, and administrative facilities.

Technology Infrastructure and Support Systems: These projects deal with the acquisition, implementation, and enhancement of technology infrastructure, communications equipment, and computer hardware and software.

Safety and Security: These projects deal with the acquisition, implementation, and enhancement of security and safety programs that support the delivery of transportation service.

Other: These projects include other programs funded with grant funds including Accessible Services, Transportation Options, preventive maintenance, and other miscellaneous purchases.

SECTION 2: MASTER LIST OF ALL PROJECTS

| Community Investment Projects | Project # | Funding Tier * | Estimate | | Future Year Projections | | | | | Ten-Year Total |
|---|-----------|----------------|---------------------|---------------------|-------------------------|---------------------|--------------------|--------------------|---------------------|---------------------|
| | | | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021-2025 | |
| Frequent Transit Network | | | \$13,400,000 | \$37,785,000 | \$27,750,000 | \$15,000,000 | \$0 | \$0 | \$0 | \$80,535,000 |
| EmX Vehicle Docking System | 1 | III | | | 2,000,000 | | | | | 2,000,000 |
| Franklin Boulevard Phase 1 Transit Stations | 2 | I | | 935,000 | | | | | | 935,000 |
| Main-McVay Transit Study | 5 | I | 500,000 | 200,000 | | | | | | 200,000 |
| MovingAhead Project | 50 | I | 500,000 | 1,650,000 | 750,000 | | | | | 2,400,000 |
| West Eugene EmX Extension | 8 | I | 12,400,000 | 35,000,000 | 25,000,000 | 15,000,000 | | | | 75,000,000 |
| Fleet | | | \$516,600 | \$100,000 | \$300,000 | \$0 | \$0 | \$0 | \$0 | \$400,000 |
| Fleet Building | 20 | I | | | 300,000 | | | | | 300,000 |
| Security Cameras on ADA Vehicles | 51 | I | 366,600 | | | | | | | |
| Snow Vehicle/Equipment | 53 | I | 150,000 | 100,000 | | | | | | 100,000 |
| Facilities | | | \$530,000 | \$480,000 | \$1,370,000 | \$1,195,000 | \$2,155,000 | \$4,405,000 | \$14,775,000 | \$24,380,000 |
| 18th & Oak Patch Traffic Signal | 49 | III | | 225,000 | 50,000 | | | | | 275,000 |
| Administration/Operations Building | 17 | I | | 100,000 | | 40,000 | | | | 140,000 |
| Bus Stops | 18 | I | 100,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 150,000 | 300,000 |
| Eugene Station | 19 | I | 150,000 | | 75,000 | | | | | 75,000 |
| Glenwood Campus | 22 | I | 5,000 | | 390,000 | | | | | 390,000 |
| Glenwood Campus | 22 | III | | | 700,000 | | | | | 700,000 |
| Glenwood Facility Renovation/Expansion | 23 | III | | | | 1,000,000 | 2,000,000 | 1,000,000 | 8,000,000 | 12,000,000 |
| Miscellaneous Improvements | 24 | I | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 625,000 | 1,250,000 |
| Neighborhood Stations | 25 | III | | | | | | 250,000 | | 250,000 |
| RideSource Facility Improvements | 47 | I | 150,000 | | | | | | | |
| RideSource Facility Improvements | 47 | III | | | | | | 2,500,000 | | 2,500,000 |
| RideSource Parking Expansion | 26 | III | | | | | | 500,000 | | 500,000 |
| River Road Station | 27 | II | | | | | | | 6,000,000 | 6,000,000 |

| Community Investment Projects | Project # | Funding Tier * | Estimate | Future Year Projections | | | | | | Ten-Year Total |
|--|-----------|----------------|--------------------|-------------------------|--------------------|------------------|------------------|------------------|--------------------|--------------------|
| | | | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021-2025 | |
| Technology Infrastructure & Systems | | | \$2,315,500 | \$3,037,000 | \$2,167,000 | \$0 | \$0 | \$0 | \$425,000 | \$5,629,000 |
| Communications & Network Infrastructure | 29 | I | 298,000 | | | | | | | |
| Computer Hardware | 30 | I | 25,500 | | | | | | | |
| Computer Software | 31 | I | 167,000 | 217,000 | 2,167,000 | | | | | 2,384,000 |
| Disaster Recovery/Secondary Data Center | 36 | I | 725,000 | | | | | | | |
| Fare Management System | 37 | I | 100,000 | 2,800,000 | | | | | 425,000 | 3,225,000 |
| ITS Upgrades | 52 | I | | 20,000 | | | | | | 20,000 |
| RideSource Call Center Software Replacement | 48 | I | 1,000,000 | | | | | | | |
| Other | | | \$542,800 | \$544,550 | \$546,300 | \$548,175 | \$550,050 | \$551,925 | \$2,792,985 | \$5,533,985 |
| Miscellaneous Improvements | 24 | I | 45,000 | 46,750 | 48,500 | 50,375 | 52,250 | 54,125 | 303,985 | 555,985 |
| Transportation Options | 44 | I | 497,800 | 497,800 | 497,800 | 497,800 | 497,800 | 497,800 | 2,489,000 | 4,978,000 |

| State of Good Repair Projects | Project # | Funding Tier * | Estimate | Future Year Projections | | | | | | |
|--|-----------|----------------|--------------------|-------------------------|--------------------|---------------------|--------------------|---------------------|---------------------|---------------------|
| | | | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021-2025 | Ten-Year Total |
| Fleet | | | \$906,900 | \$7,105,000 | \$1,085,000 | \$16,801,050 | \$2,101,000 | \$18,646,000 | \$45,476,473 | \$91,214,523 |
| Accessible Services Vehicles | 41 | I | 906,900 | | 875,000 | 750,000 | 425,000 | 780,000 | 4,120,000 | 6,950,000 |
| Fleet Building | 20 | I | | 150,000 | | | | | | 150,000 |
| Miscellaneous Equipment | 42 | I | | | | 300,000 | | | | 300,000 |
| Preventive Maintenance | 43 | I | | 160,000 | 25,000 | 25,000 | 25,000 | 50,000 | 275,000 | 560,000 |
| Revenue Vehicle Replacement 2016 | 56 | I | | 6,695,000 | | | | | | 6,695,000 |
| Revenue Vehicle Replacement 2018 | 11 | I | | | | 15,633,050 | 1,576,000 | 1,576,000 | 9,440,000 | 28,225,050 |
| Revenue Vehicle Replacement 2020 | 54 | I | | | | | | 16,135,000 | 9,021,500 | 25,156,500 |
| Revenue Vehicle Replacement 2021 | 12 | I | | | | | | | 11,012,132 | 11,012,132 |
| Revenue Vehicle Replacement 2022 | 55 | I | | | | | | | 11,202,841 | 11,202,841 |
| Shop Equipment | 13 | I | | 25,000 | 45,000 | 18,000 | | | | 88,000 |
| Support Vehicles | 14 | I | | 75,000 | 140,000 | 75,000 | 75,000 | 105,000 | 405,000 | 875,000 |
| Facilities | | | \$270,000 | \$810,000 | \$0 | \$200,000 | \$100,000 | \$0 | \$1,100,000 | \$2,210,000 |
| Administration/Operations Building | 17 | I | 230,000 | | | 100,000 | | | | 100,000 |
| Eugene Station | 19 | I | 40,000 | 150,000 | | | | | | 150,000 |
| Fleet Building | 20 | I | | 600,000 | | 100,000 | 100,000 | | 500,000 | 1,300,000 |
| Glenwood Campus | 22 | I | | | | | | | 600,000 | 600,000 |
| Miscellaneous Equipment | 42 | I | | 10,000 | | | | | | 10,000 |
| Miscellaneous Improvements | 24 | I | | 50,000 | | | | | | 50,000 |
| Technology Infrastructure & Systems | | | \$1,556,100 | \$1,397,870 | \$1,176,458 | \$822,985 | \$1,010,375 | \$1,006,960 | \$6,182,491 | \$11,597,139 |
| Communications & Network Infrastructure | 29 | I | 42,000 | 38,500 | 77,700 | | | | | 116,200 |
| Computer Hardware | 30 | I | 230,000 | 292,500 | 120,000 | 35,000 | 165,000 | 200,000 | 515,000 | 1,327,500 |
| Computer Software | 31 | I | 274,500 | 357,000 | 364,500 | 357,000 | 314,500 | 387,000 | 1,682,500 | 3,462,500 |
| Computer Workstations & Peripherals | 32 | I | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 | 500,000 |
| Copiers/Printers/Scanners | 33 | I | 100,000 | | | 25,000 | | | 125,000 | 150,000 |
| Fare Management System | 37 | I | | | | | | | 500,000 | 500,000 |
| ITS Upgrades | 52 | I | 859,600 | 659,870 | 564,258 | 355,985 | 480,875 | 369,960 | 3,109,991 | 5,540,939 |

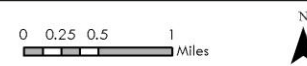
| State of Good Repair Projects | Project # | Funding Tier * | Estimate | Future Year Projections | | | | | | Ten-Year Total |
|-------------------------------------|-----------|----------------|----------------------|-------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|
| | | | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021-2025 | |
| Safety & Security | | | \$723,600 | \$453,941 | \$419,066 | \$645,335 | \$569,413 | \$595,659 | \$3,436,050 | \$6,119,464 |
| Bus Security System Upgrades | 39 | I | 411,600 | 405,000 | 101,600 | 101,600 | 101,600 | 101,600 | 508,000 | 1,319,400 |
| Facilities Security System Upgrades | 40 | I | 312,000 | 48,941 | 317,466 | 100,000 | | | 2,928,050 | 3,394,457 |
| Facilities Security System Upgrades | 40 | II | | | | 443,735 | 467,813 | 494,059 | | 1,405,607 |
| Other | | | \$5,125,000 | \$5,300,000 | \$5,250,000 | \$5,250,000 | \$5,250,000 | \$5,250,000 | \$26,250,000 | \$52,550,000 |
| Miscellaneous Equipment | 42 | I | | 50,000 | | | | | | 50,000 |
| Preventive Maintenance | 43 | I | 5,125,000 | 5,250,000 | 5,250,000 | 5,250,000 | 5,250,000 | 5,250,000 | 26,250,000 | 52,500,000 |
| Project Total | | | \$ 25,886,500 | \$ 57,013,361 | \$ 40,063,824 | \$ 40,462,545 | \$ 11,735,838 | \$ 30,455,544 | \$ 100,437,999 | \$ 280,169,111 |

* Funding Tiers:
 Tier I: Full funding identified.
 Tier II: Projects contingent upon adequate available resources. The availability of these resources could impact the ability to move Tier II projects forward.
 Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

SECTION 3: CAPITAL IMPROVEMENTS PROGRAM MAP



Note: This map is illustrative and should be used for reference only. The map depicts approximate locations of existing and proposed transportation facilities as of the date of this plan. Many LTD capital projects are not site specific and are, therefore, not referenced in this map. For descriptions of these projects, refer to Appendix C. Alignments are subject to change when project-level planning is undertaken. April 2015



SECTION 4: FUNDING SUMMARY

| Funding Source | Funding Tier * | Estimate | Future Year Projections | | | | | | |
|---|----------------|----------------------|-------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|
| | | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021-2025 | Ten-Year Total |
| Federal | | \$21,613,760 | \$39,290,844 | \$30,400,619 | \$21,473,956 | \$8,938,230 | \$9,205,995 | \$62,105,421 | \$171,415,065 |
| 5307 Urbanized Area Formula Program/5339 Bus and Bus Facilities Program | I | 8,558,760 | 10,498,449 | 9,202,819 | 8,021,168 | 7,726,180 | 7,688,948 | 55,980,421 | 99,117,985 |
| 5309 Bus & Bus Facilities Program-Veterans Transportation & Community Living Initiative | I | 1,038,400 | | | | | | | |
| 5309 Small Starts | I | 9,600,000 | 28,000,000 | 20,000,000 | 12,000,000 | | | | 60,000,000 |
| 5310 Enhanced Mobility of Seniors and Individuals with Disabilities | I | | | 700,000 | 600,000 | 340,000 | 624,000 | 3,636,000 | 5,900,000 |
| 5310 Enhanced Mobility of Seniors and Individuals with Disabilities | II | | | | 354,988 | 374,250 | 395,247 | | 1,124,485 |
| | | 0 | 0 | 700,000 | 954,988 | 714,250 | 1,019,247 | 3,636,000 | 7,024,485 |
| 5310 Ladders of Opportunity | I | 1,018,800 | | | | | | | |
| 5339 Alternatives Analysis Program | I | 400,000 | 160,000 | | | | | | 160,000 |
| STP-U Surface Transportation Program-Urban | I | 997,800 | 632,395 | 497,800 | 497,800 | 497,800 | 497,800 | 2,489,000 | 5,112,595 |
| State | | \$2,800,000 | \$9,135,000 | \$5,600,000 | \$3,000,000 | \$0 | \$0 | \$0 | \$17,735,000 |
| ConnectOregon | I | | 935,000 | | | | | | 935,000 |
| State Lottery Funds | I | 2,800,000 | 7,000,000 | 5,000,000 | 3,000,000 | | | | 15,000,000 |
| STIP Enhanced | I | | 1,200,000 | 600,000 | | | | | 1,800,000 |
| Local | | \$1,472,740 | \$1,667,517 | \$1,313,205 | \$931,539 | \$797,608 | \$864,549 | \$14,341,605 | \$19,916,023 |
| Lane Transit District | I | 1,472,740 | 1,667,517 | 1,313,205 | 842,792 | 704,045 | 765,737 | 8,341,605 | 13,634,901 |
| Lane Transit District | II | | | | 88,747 | 93,563 | 98,812 | | 281,122 |
| Lane Transit District | III | | | | | | | | |
| | | 1,472,740 | 1,667,517 | 1,313,205 | 931,539 | 797,608 | 864,549 | 8,341,605 | 13,916,023 |
| Other Local Funds | II | | | | | | | 6,000,000 | 6,000,000 |
| Debt Financing | | \$0 | \$6,695,000 | \$0 | \$14,057,050 | \$0 | \$16,135,000 | \$15,990,973 | \$52,878,023 |
| Debt Financing | I | | 6,695,000 | | 14,057,050 | | 16,135,000 | 15,990,973 | 52,878,023 |
| Unidentified | | \$0 | \$225,000 | \$2,750,000 | \$1,000,000 | \$2,000,000 | \$4,250,000 | \$8,000,000 | \$18,225,000 |
| Unidentified | III | | 225,000 | 2,750,000 | 1,000,000 | 2,000,000 | 4,250,000 | 8,000,000 | 18,225,000 |
| Funding Total | | \$ 25,886,500 | \$ 57,013,361 | \$ 40,063,824 | \$ 40,462,545 | \$ 11,735,838 | \$ 30,455,544 | \$ 100,437,999 | \$ 280,169,111 |

- * Funding Tiers:
- Tier I: Full funding identified.
 - Tier II: Projects contingent upon adequate available resources. The availability of these resources could impact the ability to move Tier II projects forward.
 - Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

SECTION 5: APPENDICES

APPENDIX A: GUIDING DOCUMENTS

There are various federal, state, regional, and internal planning mechanisms that guide and influence land use and transportation planning. Existing planning mechanisms include federal regulations, state legislation, and local and internal plans and policies. Guiding documents already in existence have support from state authorities and regional policy makers. The Lane Transit District CIP, therefore, includes a range of adopted and budgeted projects that are consistent with other existing plans and policies. Implementing CIP projects that complement existing planning mechanisms increases the likelihood of public support and maximizes the region's resources.

All capital investments implemented by LTD and other regional and state partners must be consistent with economic, social, and environmental regulations established by federal regulatory bodies, including the United States Department of Transportation (U.S. DOT), Federal Transit Administration (FTA), and the Federal Highway Administration (FHWA).

The following are a summarization of legislation, regulations, and plans currently influencing LTD transportation planning and services.

STATE

Oregon Transportation Plan

The Oregon Transportation Plan (OTP) is the state's long-range multimodal transportation plan. The OTP considers all modes of Oregon's transportation system as a single system and addresses the future needs of airports, bicycle and pedestrian facilities, highways and roadways, public transportation, and railroads through 2030.²

<http://www.oregon.gov/ODOT/TD/TP/pages/otp.aspx>

Statewide Transportation Strategy

The Statewide Transportation Strategy (STS) is a long-term vision to reduce transportation-related greenhouse gas (GHG) emissions and increase our region's energy security through integrated transportation and land use planning through 2050. The STS is neither directive nor regulatory, but rather points to promising approaches that should be further considered by policymakers at the state, regional, and local levels.³

The STS was developed through extensive research and technical analysis, as well as policy direction and technical input from local governments, industry representatives, metropolitan planning organizations (MPOs), state agencies, and others.

<http://www.oregon.gov/ODOT/TD/OSTI/Pages/STS.aspx>

Statewide Transportation Improvement Program

The Statewide Transportation Improvement Program (STIP) is Oregon's four-year transportation capital improvements program. It is the document that identifies the funding for, and scheduling of, transportation projects and programs. It includes projects on the federal, state, city, and county transportation systems,

² Oregon Transportation Plan, "Policies and Plans," Oregon.gov, <http://www.oregon.gov/LCD/TGM/Pages/policies.aspx>.

³ Oregon Sustainable Transportation Initiative, Oregon.gov, <http://www.oregon.gov/ODOT/TD/OSTI/Pages/index.aspx>.

multimodal projects (highway, passenger rail, freight, public transit, bicycle and pedestrian), and projects in the National Parks, National Forests, and Indian tribal lands.⁴

<http://www.oregon.gov/ODOT/TD/STIP/Pages/about.aspx>

Transportation Planning Rule

The Transportation Planning Rule (TPR), adopted in 1991, seeks to improve the livability of urban areas by promoting changes in land use patterns and transportation systems that make it more convenient for people to drive less to meet their daily needs.⁵

The TRP mandates consistency between the various state, regional, and local community transportation plans:

- Requires the Oregon Department of Transportation (ODOT) to prepare a state transportation system plan (TSP) and identify a system of transportation facilities and services adequate to meet identified state transportation needs;
- Directs counties and metropolitan organizations to prepare regional transportation system plans that are consistent with the state TSP; and
- Requires counties and cities to prepare local transportation system plans that are consistent with the regional plans.

http://www.oregon.gov/LCD/Pages/Rulemaking_TPR_2011.aspx

LOCAL

TransPlan

The Eugene-Springfield Metropolitan Area Transportation Plan (TransPlan) guides regional transportation system planning and development in the Eugene-Springfield metropolitan area over a 20-year planning horizon.⁶ TransPlan establishes the framework upon which all public agencies can make consistent and coordinated planning decisions regarding inter- and intra-jurisdictional transportation. The regional planning process ensures that the planning activities and investments of the local jurisdictions are coordinated in terms of intent, timing, and effect.

Regional Transportation Plan

The Regional Transportation Plan (RTP) guides planning and development of the transportation system within the Central Lane Transportation Management Area (TMA). The federally required RTP includes provisions for meeting the transportation demand of residents over at least a 20-year planning horizon while addressing transportation issues and making changes that can contribute to improvements in the region's quality of life and economic vitality.

The regional planning process thus ensures that the planning activities and investments of the local jurisdictions are coordinated in terms of intent, timing, and effect. Projects in the RTP are initiated at the local and state level (i.e., within the planning processes of the cities of Eugene, Springfield, and Coburg; Lane Transit District; Lane County; and the Oregon Department of Transportation).⁷

⁴ Statewide Transportation Improvement Program, Oregon.gov, <http://www.oregon.gov/odot/td/stip/Pages/default.aspx>, accessed February 15, 2013.

⁵ Transportation Planning Rule, "Policies and Plans," Oregon.gov, <http://www.oregon.gov/LCD/TGM/Pages/policies.aspx>.

⁶ Lane Council of Governments, TransPlan, <http://www.lcog.org/564/Regional-Transportation-Planning>.

⁷ Regional Transportation Plan, <http://www.lcog.org/DocumentCenter/View/693>.

<http://www.lcog.org/DocumentCenter/View/693>

Regional Transportation System Plan

The Regional Transportation System Plan (RTSP) includes policies, projects, and strategies that guide regionally significant transportation investments within the Central Lane MPO. The effort will help put into practice policies and actions to address the future needs of a growing population, while improving safety and efficiency.

The development of this plan will involve the communities of Coburg, Eugene, and Springfield, including citizens, staff, and elected officials. It also will involve Lane Transit District, Point2point, Oregon Department of Transportation, Lane County, and Lane Council of Governments.⁸ The plan is currently undergoing an update.

Metropolitan Transportation Improvement Program

The Metropolitan Transportation Improvement Program (MTIP) is a set of transportation improvements and projects that are scheduled to occur within the Central Lane Metropolitan Planning Organization (MPO) area over a four-year time period. The MTIP lists anticipated expenditures for significant local projects drawn from the capital improvement programs of Eugene, Springfield, Coburg, Lane County, Lane Transit District, and the Oregon Department of Transportation. All MTIP projects are determined by the transportation needs identified in the area's long-range transportation plan, the Regional Transportation Plan (RTP).

Federal legislation requires that the Metropolitan Planning Organization, in cooperation with the State and with transit operators, develop an MTIP that is updated and approved at least every four years. All projects within the MTIP are included in the Oregon Statewide Transportation Improvement Program (STIP).

<http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

Unified Planning Work Program

The Unified Planning Work Program (UPWP) is a federally required certification document describing the transportation planning activities to be undertaken in the Central Lane metropolitan area for a specific fiscal year or years. Development of the UPWP provides local agencies with an opportunity to identify transportation needs, objectives, and products. The UPWP sets priorities for regional transportation planning activities that are responsive to the goals set by the regional transportation plan and the federal mandates of the current transportation funding bill within the guidelines set by the U.S. Department of Transportation.

<http://www.lcog.org/707/Unified-Planning-Work-Program>

Transportation System Plans

Transportation System Plans (TSPs) are a requirement of state land use law and are in place at the county level as well as cities within LTD's service area. The City of Eugene is currently developing its individual TSP to meet the long-term (20-year) transportation needs of residents, businesses, and visitors throughout the city. The City of Springfield adopted its TSP in 2014. The TSPs identify improvements for all modes of transportation, including the roadway, bicycle and pedestrian, transit, and rail networks.

These planning initiatives closely consider public input and local, regional, and state policies, plans and rules; including the Eugene Bike and Pedestrian Plan⁹, Oregon Highway Plan, the Regional Transportation System

⁸ Central Lane Metropolitan Planning Organization Transportation System Plan. <http://www.centallanertsp.org/>.

⁹ City of Eugene Transportation System Plan. <http://www.centallanertsp.org/EugeneTSP>.

Plan (RTSP), and the Eugene-Springfield Metropolitan Area General Plan (Metro Plan).¹⁰ Once both TSPs are adopted, these plans will inform the RTSP being prepared by Lane Council of Governments (LCOG).¹¹

City of Eugene TSP:

<http://www.centallanertsp.org/EugeneTSP>

City of Springfield TSP:

<http://www.centallanertsp.org/SpringfieldTSP>

Capital Improvement Program(s)

The City of Eugene, City of Springfield, Lane County, and other surrounding communities' Capital Improvement Programs (CIP) identify needs for construction of capital projects or improvements to the cities' or county's infrastructure based on various adopted long-range plans, goals, and policies. These CIPs seek to improve the safety, utility, and efficiency of the existing road network, accommodate future growth in traffic volumes, reduce maintenance costs, conserve fuel, accommodate alternative transportation modes, and promote economic development.¹² As noted in Eugene's CIP, "A balanced CIP is the provision of funds to preserve or enhance existing facilities and provide new assets that will aid response to service needs and community growth."¹³

City of Eugene CIP:

<http://www.eugene-or.gov/index.aspx?NID=371>

City of Springfield CIP:

<http://www.ci.springfield.or.us/Pubworks/CIP.htm>

Lane County CIP:

<http://www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx>

INTERNAL

Strategic Plan

The *LTD Road Map* serves as LTD's strategic plan and includes LTD's vision and mission statements, core values, the basis of LTD's brand (Our Position, Our Personality, and Our Promise), and strategic goals. The strategic plan sets forth short- and long-term strategies that provide tactical direction to guide the District's activities and programs in order to achieve the desired goals and objectives. It is currently undergoing an update.

<http://www.ltd.org/pdf/aboutus/The%20LTD%20Road%20Map%202009-02-12.pdf>

The Lane Coordinated Public Transit-Human Services Transportation Plan

The Lane Coordinated Public Transit-Human Services Transportation Plan, also referred to as the Lane Coordinated Plan, supports transportation and connections for people who depend on public transportation services in Lane County. The plan satisfies federal requirements enacted through the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for User (SAFETEA-LU), retained under Moving Ahead for Progress in the 21st Century (MAP-21).

¹⁰ "City of Springfield Transportation System Plan," <http://www.centallanertsp.org/SpringfieldTSP/Home>.

¹¹ Ibid.

¹² Lane County, "Capital Improvement Program," www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx.

¹³ "City of Eugene Capital Improvement Program," <http://www.eugene-or.gov/index.aspx?NID=371>.

<https://www.ltd.org/pdf/accessibility/FINAL%202013%20transportation%20coordinated%20plan%20update.pdf>

Long-Range Transit Plan

The Long-Range Transit Plan takes stock of LTD's current conditions, considers implications of the future, and identifies short- and long-term goals that can help LTD adapt to future changes and uncertainties.

Traditionally, agency plans pinpoint a future goal and methodically lay out the steps to get there. Because of the current uncertainties, this long-range transit plan takes a different tack. It lays the foundation for future decisions by identifying the strategies for responding to specific trends. Recognizing that reality will likely be different than predictions, the plan also establishes a process for revisiting decisions and recalibrating actions to fulfill LTD's vision.

http://www.ltd.org/pdf/reports%20and%20publications/LTD_L RTP_Final.pdf

System Safety Program Plan

The System Safety Program Plan (SSPP) serves as a guideline for the establishment of technical and managerial safety strategies to identify, assess, prevent, and control hazards to transit customers, employees, the public, and others who may come into contact with the system. This SSPP describes the policies, procedures, and requirements to be followed by management, maintenance, and operations personnel in order to create a safe environment. This plan is currently under revision.

Point2point Strategic Plan

The Point2point Strategic Plan is a blueprint to strengthen our area's ability to curtail the growth in vehicle miles traveled and the use of single-occupancy vehicles through innovative transportation programs and services. The plan is based upon the premise that a comprehensive, cross-jurisdictional approach to managing the demand for road use will result in more effective and innovative planning and services.

This plan highlights a course of action to further advance opportunities for commitment and collaboration from community partners. The result of these partnerships, if the course is taken, will enhance the regional transportation options network to move more people, more efficiently, in fewer vehicles. This plan is currently under revision.

APPENDIX B: FUNDING SOURCES

Capital investments presented in the CIP are funded by a variety of sources. The following are a summarization of federal, state, and local capital investment funding programs.

FEDERAL FUNDING PROGRAMS

Federal funding programs are enacted through a series of transportation bills. In 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU guaranteed funding for highways, highway safety, and public transportation and represented the largest surface transportation investment in our nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the nation's changing transportation needs. SAFETEA-LU enhanced these existing programs by supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.¹⁴

SAFETEA-LU addressed many challenges facing our transportation system—such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment. SAFETEA-LU established the framework for future transportation bills, preceding the current large-scale transportation bill: Moving Ahead for Progress in the 21st Century Act (MAP-21).

Moving Ahead for Progress in the 21st Century Act

The Moving Ahead for Progress in the 21st Century Act (MAP-21) funds surface transportation programs at more than \$105 billion for fiscal years 2013 and 2014. MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.

<http://www.fhwa.dot.gov/map21/summaryinfo.cfm>

Programs under MAP-21:

- **Surface Transportation Program**

The Federal Surface Transportation Program (STP) is a block grant program replacing federal-aid systems and is available for all roads not functionally classified as local or rural minor collector. Transit capital projects and bicycle-pedestrian projects also are eligible under this program.¹⁵

A sub-program, Surface Transportation Program – Urban (STP-U) appropriates funds for Metropolitan Planning Organizations (MPO) of more than 200,000. These funds are allocated by the Central Lane MPO and must be matched with local or other non-federal funds at a minimum ratio of 10.27 percent of the total funding. Current estimates indicate that the Central Lane MPO can anticipate approximately \$3 million per year. The overall purpose is to fund the MPO's priorities to implement the long-range Regional Transportation Plan (RTP). STP and STP-U funding is federal

¹⁴ Federal Highway Administration, "A Summary of Highway Provisions in SAFETEA-LU," www.fhwa.dot.gov/safetealu/summary.htm.

¹⁵ Lane Council of Governments, Metropolitan Transportation Improvement Program, 2012.

funding with local discretion, and may be permitted for use as flex funds for Federal Transit Administration-related projects.¹⁶

- **FTA Section 5307 Funds**

Section 5307 funds are distributed on a statutory formula basis to support capital, operating, and planning expenditures for publicly owned transit systems. LTD anticipates receipt of some funding from this program in the next few years. When used for capital or planning projects, Section 5307 funds have a funding ratio of 80 percent federal and 20 percent local; when used for operations, the maximum federal percentage is 50 percent.¹⁷

- 5307 URBANIZED AREA FORMULA FUNDS: Section 5307 Urbanized Area Formula Funds makes funds available to urbanized areas and to states for transit capital and operating assistance in urbanized areas, and for transportation-related planning. Eligible activities include planning, engineering design and evaluation of transit projects, capital investments in bus and bus-related activities, and capital investments in new and existing fixed-guideway systems.¹⁸
- 5307 AMERICAN RECOVERY AND REINVESTMENT ACT: Section 5307 American Recovery and Reinvestment Act implements tax cuts, funding for entitlement programs and federal contracts, grants, and loans. The Act seeks to (1) create new jobs and save existing ones, (2) spur economic activity and invest in long-term growth, and (3) foster unprecedented levels of accountability and transparency in government spending.¹⁹

- **FTA Section 5309 Funds**

Section 5309 funds are available for transit capital improvements. Funds are administered by the FTA regional office and are granted on a project-by-project basis. Lane Transit District (LTD) anticipates receiving some Section 5309 funds during the next five years. Should these funds be available, they will be used to finance one-time capital improvements. The funding ratio for these funds is 80 percent federal and 20 percent local.²⁰

- 5309 BUS AND BUS FACILITIES: Section 5309 Bus and Bus Facilities provides capital assistance for three primary activities: (1) new and replacement buses and facilities, (2) modernization of existing rail systems, and (3) new fixed-guideway systems.²¹
- 5309 SMALL STARTS: Section 5309 Small Starts Program provides grant funds for capital costs associated with new fixed- and non-fixed (e.g., bus rapid transit) guideway systems, extensions, and bus corridor improvements. Requests must be for under \$75 million in Small Starts funds, and total project costs must be under \$250 million.²²

- **FTA Section 5310**

5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES: Section 5310 provides funding to enhance the mobility of seniors and persons with disabilities. The funds are allocated to ODOT for all areas under 200,000 in population and to Lane Transit District as a direct recipient for

¹⁶Central Lane Metropolitan Planning Organization, "Metropolitan Transportation Improvement Program," <http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

¹⁷ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

¹⁸ Federal Transit Administration. Urbanized Area Formula Program (5307), http://www.fta.dot.gov/grants/13093_3561.html.

¹⁹ The Recovery Act, <https://www.whitehouse.gov/recovery>.

²⁰ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

²¹ Federal Transit Administration, "Bus and Bus Facilities (5309, 5318)," http://www.fta.dot.gov/grants/13094_3557.html.

²² Federal Transit Administration, "Capital Investment Program: New Starts, Small Starts and Core Capacity Improvement Projects," <http://www.fta.dot.gov/12304.html>.

the Eugene-Springfield Urbanized Area. The funds may go to private, nonprofit organizations or to public bodies that coordinate service. ODOT is currently recommending an allocation formula based on operating miles and population. The Oregon Transportation Commission (OTC) will make a decision on the allocation formula for the funds to be distributed for all areas under 200,000 in population when it adopts the transit section of the ODOT Transportation Improvement Program (STIP).²³

- **FTA Section 5339**

5339 BUS AND BUS FACILITIES FORMULA: Section 5339 Bus and Bus Facilities Formula, is a fairly new MAP-21 program providing capital funding to replace, rehabilitate and purchase buses and related equipment, and to construct bus-related facilities.²⁴

STATE FUNDING PROGRAMS

Statewide Transportation Improvement Program—Enhance

Statewide Transportation Improvement Program—Enhance funds are available for environmental programs such as pedestrian and bicycle activities and mitigation of water pollution due to highway runoff. The Enhance program receives 24 percent of the statewide funding programmed in the Statewide Transportation Improvement Program (STIP).²⁵

Enhance projects must have a direct relationship to the intermodal transportation system and go beyond what is customarily provided as environmental mitigation. Requests for Enhance funds will be submitted to the Oregon Department of Transportation (ODOT) and the Oregon Transportation Commission (OTC) as part of the metropolitan planning process.

Two committees within our area--the Metropolitan Policy Committee (MPC) of the Central Lane Metropolitan Planning Organization (MPO) and the Lane Area Commission on Transportation (LaneACT)--make recommendations to ODOT regarding prioritization of STIP funds and each body considers public comments submitted by e-mail and at public hearings.

<http://www.oregon.gov/odot/td/stip/Pages/default.aspx>

Oregon State Lottery Funds

Oregon State Lottery funds are awarded for various public services throughout the state of Oregon. Oregonians vote to approve the broad categories that receive Oregon Lottery funds. Over the years, voters have approved constitutional amendments allowing lottery funds to be used for economic development (1984), public education (1995), and natural resources (1998). Some funds are constitutionally dedicated by voters. Then, every two years, Oregon's Legislature and Governor appropriate the remainder of lottery funds within those categories approved by voters.

<http://www.oregonlottery.org/>

²³ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

²⁴ Federal Transit Administration, "MAP-21," http://www.fta.dot.gov/documents/MAP-21_Fact_Sheet_-_Bus_and_Bus_Facilities.pdf.

²⁵ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

APPENDIX C: PROJECT DESCRIPTIONS

| Frequent Transit Network | |
|--|----------------------|
| EmX Vehicle Docking System (1) | Funding Tier(s): III |
| LTD is currently involved in a demonstration project for vehicle automated assistance technology. This technology allows for automated guidance of the bus that will allow for precision docking at EmX stations. This project is for the purchase and installation of this technology. | |
| Franklin Boulevard Phase 1 Transit Stations (2) | Funding Tier(s): I |
| The City of Springfield is currently planning to redevelop Franklin Boulevard from Interstate 5 to Old Franklin Road. This project is for the redevelopment of EmX service within this project area. | |
| Main-McVay Transit Study (5) | Funding Tier(s): I |
| A feasibility study is currently being performed along Main Street to Thurston in Springfield and from Springfield Station to Lane Community College. If a need is identified, a Locally Preferred Alternative (LPA) will be selected. After the selection of the LPA, this project would include environmental work required by the National Environmental Policy Act (NEPA), design, and construction of improvements along the corridor. Design and construction will occur only after NEPA approval by the Federal Transit Administration (FTA). | |
| MovingAhead Project (50) | Funding Tier(s): I |
| MovingAhead is a cooperative effort of the city of Eugene, Lane transit district, regional partners in the community to determine what improvements are needed on some of our most important transportation corridors. This effort will be carried out through multiple phases over the next several years. The first phase of effort will lead to the identification up to 4 priority corridors which would then undergo further development work leading to capital investments related to the transit system as well as other modes of travel. | |
| West Eugene EmX Extension (8) | Funding Tier(s): I |
| Design, engineering, construction, and the purchase of vehicles for the West Eugene EmX Extension. This extension of the EmX Green Line from the Eugene Station to West 11th Avenue west of Commerce Street is scheduled to open for service in 2017. | |
| Fleet | |
| Accessible Services Vehicles (41) | Funding Tier(s): I |
| The purchase of replacement and expansion vehicles for the provision of accessible services such as American with Disabilities Act complementary paratransit service. | |
| Fleet Building (20) | Funding Tier(s): I |
| Improvements to the Fleet Building located on the LTD Glenwood campus. Improvements include roof replacement and energy upgrades. | |
| Miscellaneous Equipment (42) | Funding Tier(s): I |
| The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment. | |

| Fleet (cont'd) | |
|--|--------------------|
| Preventive Maintenance (43) | Funding Tier(s): I |
| The maintenance of LTD assets to keep those assets in a state of good repair. | |
| Revenue Vehicle Replacement 2016 (56) | Funding Tier(s): I |
| The purchase of 10 new hybrid-electric, 40-foot buses to replace aging vehicles that have exceeded their useful life. | |
| Revenue Vehicle Replacement 2018 (11) | Funding Tier(s): I |
| The purchase of 14 new hybrid-electric, 40-foot buses and 3 new hybrid-electric, 60-foot buses. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307). | |
| Revenue Vehicle Replacement 2020 (54) | Funding Tier(s): I |
| The purchase of 20 new hybrid-electric, 40-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307). | |
| Revenue Vehicle Replacement 2021 (12) | Funding Tier(s): I |
| The purchase of six new BRT hybrid-electric, 60-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307). | |
| Revenue Vehicle Replacement 2022 (55) | Funding Tier(s): I |
| The purchase of six new hybrid-electric, 60-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307). | |
| Security Cameras on ADA Vehicles (51) | Funding Tier(s): I |
| Install security cameras on vehicles used for ADA complementary paratransit service. | |
| Shop Equipment (13) | Funding Tier(s): I |
| Purchase of equipment to service vehicles to keep them in a state of good repair. | |
| Snow Vehicle/Equipment (53) | Funding Tier(s): I |
| Purchase equipment to better manage snow events to provide safer service to the community. | |
| Support Vehicles (14) | Funding Tier(s): I |
| The purchase of vehicles used to support operations including vehicles used for operations supervision, facilities services, and other operations and administrative requirements. | |

| Facilities | |
|---|------------------------|
| 18th & Oak Patch Traffic Signal (49) | Funding Tier(s): III |
| Construct new traffic signal at 18th Avenue and Oak Patch Road to enable service in that area to safely make left turns from Oak Patch to 18th. Facilitates increased service to areas north and south of 18th Avenue. | |
| Administration/Operations Building (17) | Funding Tier(s): I |
| Improvements at the Glenwood Administration/Operations Building to keep the building functional and in a state of good repair. This building is 23 years old and many materials and systems need to be updated. Improvements include roof replacement, updating HVAC systems and controls, and energy upgrades. | |
| Bus Stops (18) | Funding Tier(s): I |
| Improvements to bus stops including the installation of shelters and bus stop sign/pole replacements, and curb and sidewalk repair. | |
| Eugene Station (19) | Funding Tier(s): I |
| Improvements at the Eugene Station located at 11th Avenue and Willamette Street in downtown Eugene. Improvements include the modification of the exterior doors, accessibility improvements, and updates at the Customer Service Center to improve the customer experience. | |
| Fleet Building (20) | Funding Tier(s): I |
| Improvements to the Fleet Building located on the LTD Glenwood campus. Improvements include roof replacement and energy upgrades. | |
| Glenwood Campus (22) | Funding Tier(s): I,III |
| Improvements to facilities on the Glenwood campus not related to the Administration/Operations or Fleet Buildings. Improvements include security improvements, office configuration updates, and bus lot expansion. | |
| Glenwood Facility Renovation/Expansion (23) | Funding Tier(s): III |
| Major renovation/expansion of the Glenwood Administrative/Operations Building. | |
| Miscellaneous Equipment (42) | Funding Tier(s): I |
| The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment. | |
| Miscellaneous Improvements (24) | Funding Tier(s): I |
| Miscellaneous transit enhancements and improvements to passenger boarding and other facilities that are currently unidentified. This money is programmed to enable LTD to more nimbly respond to needs as they arise. | |

| Facilities (cont'd) | |
|--|------------------------|
| Neighborhood Stations (25) | Funding Tier(s): III |
| Improvements at stations other than the primary Eugene and Springfield stations. Improvements include roof replacement at Amazon Station, improvements at River Road and Lane Community College stations, and the installation of electric charging stations at Park & Ride facilities. | |
| RideSource Facility Improvements (47) | Funding Tier(s): I,III |
| Remodel and/or expansion of the RideSource facility located on Garfield Street. | |
| RideSource Parking Expansion (26) | Funding Tier(s): III |
| Expansion of the parking lot at the RideSource Facility on Garfield Street to accommodate more vehicles. | |
| River Road Station (27) | Funding Tier(s): II |
| The acquisition, design, and construction of a new River Road Station that may be sited farther north along the River Road travel corridor. | |
| Technology Infrastructure & Systems | |
| Communications & Network Infrastructure (29) | Funding Tier(s): I |
| Purchase and installation of communications and network systems/equipment that support transmission of electronic signals/data necessary to perform business and operations functions. This infrastructure includes fiber optic cable plants, copper cable plants, private radio voice and data networks, cellular radio networks, telephone systems, microwave links, and external communications services from public and private partnerships. | |
| Computer Hardware (30) | Funding Tier(s): I |
| Purchase and installation of servers and related equipment that supports core data processing functions. | |
| Computer Software (31) | Funding Tier(s): I |
| Purchase and installation of computer software for data center functions (operating systems, database systems, diagnostic, management and monitoring systems, IT security systems), enterprise-grade solutions related to business and service delivery functions (financial management, human resources management, service planning/scheduling management, operations work assignments management, computer assisted dispatching, fleet maintenance management, facilities maintenance management, facilities systems management, facility and vehicle security management, operational data collection), office productivity solutions (word processing, spreadsheets, presentations, voice, video and text-based communications, contact management, data analysis tools, reporting tools), GIS data management tools, and other software that supports the delivery of transportation services. | |
| Computer Workstations & Peripherals (32) | Funding Tier(s): I |
| Purchase and installation of computer workstations and peripherals (monitors, keyboards, etc.). | |

| Technology Infrastructure & Systems (cont'd) | |
|--|-----------------------|
| Copiers/Printers/Scanners (33) | Funding Tier(s): I |
| Purchase and installation of copiers, printers, and scanners. | |
| Disaster Recovery/Secondary Data Center (36) | Funding Tier(s): I |
| The purchase and installation of systems at the RideSource facility that will provide data center services for business units at this location while providing a secondary data center and disaster recovery location for Lane Transit District separate from the Glenwood facility. | |
| Fare Management System (37) | Funding Tier(s): I |
| Purchase and installation of a fare management system to implement advances in fare media and payment collection. The intent of implementing a fare management system is to simplify the purchase, verification, and accounting of fares. | |
| ITS Upgrades (52) | Funding Tier(s): I |
| Purchase and installation of Intelligent Transportation System software and equipment. ITS systems include automated vehicle location/automatic passenger counting system, traveler information, and fare management systems. | |
| RideSource Call Center Software Replacement (48) | Funding Tier(s): I |
| The purchase and installation of replacement software for the RideSource Call Center. Funds for this project were provided by the Federal Transit Administration's Veterans Transportation and Community Living Initiative (VTCLI), which funds improvements at one call/one ride call centers that support transportation for veterans. | |
| Safety & Security | |
| Bus Security System Upgrades (39) | Funding Tier(s): I |
| The purchase and installation of bus security upgrades including video/audio surveillance systems. | |
| Facilities Security System Upgrades (40) | Funding Tier(s): I,II |
| The purchase and installation of facilities security upgrades including fixed-base video/audio surveillance, access control systems, and ID badge systems. | |
| Other | |
| Miscellaneous Equipment (42) | Funding Tier(s): I |
| The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment. | |

| Other (cont'd) | |
|---|--------------------|
| Miscellaneous Improvements (24) | Funding Tier(s): I |
| Miscellaneous transit enhancements and improvements to passenger boarding and other facilities that are currently unidentified. This money is programmed to enable LTD to more nimbly respond to needs as they arise. | |
| Preventive Maintenance (43) | Funding Tier(s): I |
| The maintenance of LTD assets to keep those assets in a state of good repair. | |
| Transportation Options (44) | Funding Tier(s): I |
| Point2point at Lane Transit District offers transportation demand management services to the region, promoting options to the use of single-occupancy vehicles and addressing regional congestion. Point2point accomplishes this through targeted strategic outreach, education, programming, and individualized marketing within the Central Lane Metropolitan Planning Organization (CLMPO) area. | |

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: FISCAL YEAR 2016-2025 LONG-RANGE FINANCIAL PLAN

PREPARED BY: Todd Lipkin, Finance Manager/CFO

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

BACKGROUND:

Lane Transit District's budget process is continual every year. When each new fiscal year begins in July, the final results of the previous fiscal year are posted and analyzed. In the fall, staff reviews the Capital Improvements Program. Key performance indicators such as local economic trends and the effect on payroll tax receipts are considered. These factors influence the projections represented in the Long-Range Financial Plan.

On March 31, 2015, the Board of Directors held a strategic work session and considered preliminary assumptions for the proposed revised Long-Range Financial Plan and provided staff direction on the validity of the assumptions.

A brief overview of the revised plan and its key assumptions will be presented at the April 15 Board meeting, and the Board will vote to approve the FY 2016-25 Long-Range Financial Plan.

RESULTS OF RECOMMENDED ACTION:

Year 1 (FY 2015-16) of the Long-Range Financial Plan will become the basis for the FY 2015-16 Proposed Budget that will be presented to the Lane Transit District Budget Committee on May 20, 2015.

ATTACHMENTS:

- (1) Long-Range Financial Plan Budget Assumptions
- (2) FY 2016-25 Long-Range Financial Plan Draft

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2015-011: Resolved, that the LTD Board of Directors approves the FY 2015-26 Long-Range Financial Plan as **presented**.

ALTERNATE PROPOSED MOTION:

I move the following resolution:

LTD Resolution No. 2015-011: Resolved, that the LTD Board of Directors approves the FY 2016-25 Long-Range Financial Plan as **amended**.

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Long-Range Financial Plan Budget Assumptions

GENERAL ASSUMPTIONS:

▪ Local Economy

The local economy continues to grow. Unemployment for February 2015 was down to 6.1 percent. The payroll tax base showed solid growth in FY 2013-14 with cash receipts increasing 7 percent over the previous fiscal year. Current trends result in a continuation of payroll tax receipt increases of 5 percent annually in FY 2014-15 and subsequent fiscal years.

▪ 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 the Board of Directors making a finding of local economic recovery. The revised plan assumes an increase in the rate of .01 percent on January 1 of each year beginning in 2017, until the rate reaches the legislatively set cap of eight tenths of 1 percent.

The plan also assumes a continued increase in state investment in elderly and disabled transportation from those levels received prior to the current biennium. However, the legislature is currently in session and no decision on the final level of funding is expected until June 2015. Therefore, the plan assumes that this support will be below the level received in the current 2013-15 biennium where the legislature provided more than \$12 million over numerous appropriations during the biennium.

▪ Federal Funding Climate

While MAP-21, the transportation funding authorization bill, expired on September 30, 2014, Congress has continued funding for transportation through continuing resolution. While work on a new transportation bill has been slow, signs point to funding of the formula programs at levels at least commensurate with the current authorization. The plan assumes that the Urbanized Area Formula Fund (5307) revenue will continue at current levels, increasing with inflation.

STRATEGIC ASSUMPTIONS:

- Currently, the *LTD Road Map* is being updated. While there may be changes to the plan, the value placed on preservation of assets, quality of service, and community contribution to quality of life will remain unchanged.
- Developing the community's Frequent Transit Network remains a high priority for the region. The West Eugene EmX Extension is targeted for implementation in FY 2017-18. In addition, planning work has begun on the Main Street-McVay and Northwest Eugene-LCC corridors.
- 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 becomes available for the preservation of fixed-route service. The proposed revised plan continues the use of formula funds for preventive maintenance.

- The payroll tax rate was increased to seven tenths of 1 percent on January 1, 2014. This is the maximum rate allowed by the currently enacted ordinance. Should the Board of Directors determine that the local economy has sufficiently improved, they may consider an increase to a rate above seven tenths of 1 percent. The plan assumes that Lane Transit District's Board of Directors will make such a finding at such a time that the rate will increase by one one-hundredths of 1 percent on January 1, 2017, and continue to increase by one one-hundredths of 1 percent each year until the new current statutory limit of eight tenths of 1 percent is reached.

REVENUE SUMMARY:

- While the 35-year average rate of increase in payroll tax revenue is 6 percent, the plan assumes a 5 percent annual growth rate each year resulting from both increased job growth and increased wage rates. The plan also assumes that the payroll tax rate will increase .0001 each year starting January 1, 2017, until reaching the legislative cap of .008. The revenue realized from this rate change will fund an increase in community investment for service and other user benefits.
- There will be no fare rate increases in FY 2015-16. Cash and pass fare revenue is assumed to increase 2.5 percent next year due to ridership growth and increased service. Group Pass revenue is conservatively planned to be flat next year. However, continued efforts to sign up new group pass participants may lead to an increase in revenue. All fare revenue is projected to increase by 5 percent per year thereafter due to strong ridership, increased service, annual fare rate increases, and increased group pass participation.
- Debt financing will not be required for the bus purchase planned in FY 2015-16. However, the loss of discretionary federal grant funding for vehicle acquisitions will require debt financing for future bus purchases.

EXPENSE SUMMARY:

- Total personnel services growth in FY 2015-16 will be 5.1 percent primarily due to the assumption that all positions will be filled for the entire fiscal year. Each year, wages and benefits for a full complement of employees are included in the budget. However, due to turnover and other factors, we rarely experience the full budgeted FTE. This provides some benefit cost savings in the current year, which leads to a larger increase in personnel cost when compared to next year's estimate. Other elements contributing to the increase are an increase in the actuarially required contribution to the Salaried Employees Retirement Plan and the assumption of a 10 percent increase in health insurance premiums each year.
- After FY 2015-16, total personnel services expenditure growth will be less than 5 percent each year.
- Materials and services costs other than fuel are assumed to increase by 2 percent over the current year's budget.
- Although analysts predict a short-term flattening in fuel prices for the next year, the plan assumes an increase of \$400,000 next year to account for the possibility of increasing prices. For future years, fuel costs are assumed to increase by 5 percent per year.

- Our investment in the community will increase each year over the next three years. These include increased investments in service and other user benefits like access to real-time information and a new fare management system. The 2015 Annual Route Review resulted in a recommendation to increase service by \$800,000 next year. However, since these increases will occur with the implementation of fall bid in September 2015, only approximately 10/12 of the annual increase will be experienced in FY 2015-16. The plan also assumes another increase in community investment of \$700,000 in FY 2016-17 and \$1.1 million in FY 2017-18 (which includes the implementation of the West Eugene EmX Extension service).
- Risk/insurance expenses are projected to increase at 2 percent for FY 2015-16 and in each of the remaining years of the ten-year plan.

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Lane Transit District
FY 2016-25 Long-Range Financial Plan Draft
 Payroll Tax Base: 5% Annual Increase

| | FY 2014-15 Estimated Current Year | Year 1 Projected FY 2015-16 | Year 2 Projected FY 2016-17 | Year 3 Projected FY 2017-18 | Year 4 Projected FY 2018-19 | Year 5 Projected FY 2019-20 | Year 6 Projected FY 2020-21 | Year 7 Projected FY 2021-22 | Year 8 Projected FY 2022-23 | Year 9 Projected FY 2023-24 | Year 10 Projected FY 2024-25 |
|--|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|------------------------------------|
| 1 Beginning Working Capital | 17,234,700 | 16,732,300 | 14,479,200 | 11,955,100 | 9,383,600 | 7,344,400 | 5,861,600 | 4,556,900 | 3,815,000 | 3,433,300 | 3,821,100 |
| 2 | | | | | | | | | | | |
| 3 General Fund Revenues | | | | | | | | | | | |
| 4 Passenger Fare Operating Revenues | 7,267,000 | 7,382,000 | 7,751,200 | 8,138,700 | 8,545,600 | 8,972,900 | 9,421,600 | 9,892,700 | 10,387,300 | 10,906,600 | 11,451,900 |
| 5 Advertising | 310,000 | 310,000 | 319,300 | 328,900 | 338,800 | 349,000 | 359,500 | 370,300 | 381,400 | 392,800 | 404,600 |
| 6 Purchased Service | 161,300 | 161,300 | 169,400 | 177,900 | 186,800 | 196,100 | 205,900 | 216,200 | 227,000 | 238,400 | 250,300 |
| 7 Total Operating Revenues | 7,738,300 | 7,853,300 | 8,239,900 | 8,645,500 | 9,071,200 | 9,518,000 | 9,987,000 | 10,479,200 | 10,995,700 | 11,537,800 | 12,106,800 |
| 8 | | | | | | | | | | | |
| 9 Payroll/Self-Employment Taxes (.007) | 29,731,000 | 31,780,200 | 33,369,200 | 35,037,700 | 36,789,600 | 38,629,000 | 40,560,500 | 42,588,500 | 44,718,000 | 46,953,900 | 49,301,600 |
| 10 Payroll/Self-Employment Taxes (Rate Increase 1/1/2017) | - | - | 225,600 | 713,900 | 1,250,100 | 1,837,600 | 2,479,800 | 3,180,600 | 3,943,700 | 4,778,300 | 5,684,500 |
| 11 Payroll/Self-Employment Tax Total | 29,731,000 | 31,780,200 | 33,594,800 | 35,751,600 | 38,039,700 | 40,466,600 | 43,040,300 | 45,769,100 | 48,661,700 | 51,732,200 | 54,986,100 |
| 12 | | | | | | | | | | | |
| 13 State In Lieu | 570,000 | 200,000 | 206,000 | 212,200 | 218,600 | 225,200 | 232,000 | 239,000 | 246,200 | 253,600 | 261,200 |
| 14 | | | | | | | | | | | |
| 15 Preventive Maintenance (Federal 5307) | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 | 4,200,000 |
| 16 Point2point Funding (STP & STP-U) | 726,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 | 411,100 |
| 17 Other Operating Grants | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 18 Total Grants | 4,951,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 | 4,636,100 |
| 19 Miscellaneous | 263,600 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| 20 Interest | 84,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 21 | | | | | | | | | | | |
| 22 Total General Fund Revenues | 43,338,000 | 44,669,600 | 46,876,800 | 49,445,400 | 52,165,600 | 55,045,900 | 58,095,400 | 61,323,400 | 64,739,700 | 68,359,700 | 72,190,200 |
| 23 | | | | | | | | | | | |
| 24 General Fund Expenditures | | | | | | | | | | | |
| 25 | | | | | | | | | | | |
| 26 Fixed-Route Services | | | | | | | | | | | |
| 27 Personnel Services | 28,862,600 | 30,849,000 | 32,417,300 | 33,850,000 | 35,385,900 | 37,006,300 | 38,731,000 | 40,568,800 | 42,528,900 | 44,621,700 | 46,858,700 |
| 28 Materials and Services less Fuel | 6,585,700 | 6,717,400 | 6,851,700 | 6,988,700 | 7,128,500 | 7,271,100 | 7,416,500 | 7,564,800 | 7,716,100 | 7,870,400 | 8,027,800 |
| 29 Fuel | 2,600,000 | 3,000,000 | 3,150,000 | 3,307,500 | 3,472,900 | 3,646,500 | 3,828,800 | 4,020,200 | 4,221,200 | 4,432,300 | 4,653,900 |
| 30 Insurance | 1,064,900 | 1,100,000 | 1,122,000 | 1,144,400 | 1,167,300 | 1,190,600 | 1,214,400 | 1,238,700 | 1,263,500 | 1,288,800 | 1,314,600 |
| 31 Total Fixed-Route Operating Costs Before Adjustments | 39,113,200 | 41,666,400 | 43,541,000 | 45,290,600 | 47,154,600 | 49,114,500 | 51,190,700 | 53,392,500 | 55,729,700 | 58,213,200 | 60,855,000 |
| 32 | | | | | | | | | | | |
| 33 FY 2016 Community Investment | - | 666,700 | 833,900 | 870,800 | 910,300 | 952,000 | 996,400 | 1,043,700 | 1,094,100 | 1,147,900 | 1,205,400 |
| 34 FY 2017 Community Investment | - | - | 579,200 | 720,600 | 753,300 | 787,800 | 824,500 | 863,600 | 905,300 | 949,800 | 997,400 |
| 35 West Eugene EmX Service & Other Community Investments | - | - | - | 916,700 | 1,141,600 | 1,193,900 | 1,249,500 | 1,308,800 | 1,372,000 | 1,439,500 | 1,511,700 |
| 36 | | | | | | | | | | | |
| 37 Transfer to Accessible Services Fund | 1,500,000 | 2,750,000 | 2,956,300 | 3,104,100 | 3,259,300 | 3,422,300 | 3,593,400 | 3,773,100 | 3,961,800 | 4,159,900 | 4,367,900 |
| 38 Transfer to Medicaid Fund | 172,000 | 172,000 | 177,200 | 182,500 | 188,000 | 193,600 | 199,400 | 205,400 | 211,600 | 217,900 | 224,400 |
| 39 Transfer to Capital Projects Fund | 3,055,200 | 1,667,600 | 1,313,300 | 931,600 | 797,700 | 864,600 | 1,346,200 | 1,478,200 | 1,846,900 | 1,843,700 | 1,826,900 |
| 40 | | | | | | | | | | | |
| 41 Total General Fund Expenditures | 43,840,400 | 46,922,700 | 49,400,900 | 52,016,900 | 54,204,800 | 56,528,700 | 59,400,100 | 62,065,300 | 65,121,400 | 67,971,900 | 70,988,700 |
| 42 Ending Working Capital | 16,732,300 | 14,479,200 | 11,955,100 | 9,383,600 | 7,344,400 | 5,861,600 | 4,556,900 | 3,815,000 | 3,433,300 | 3,821,100 | 5,022,600 |

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: ANNUAL ROUTE REVIEW: FY 2015-16 SERVICE PROPOSAL

PREPARED BY: Tom Schwetz, Planning and Development Manager

ACTION REQUESTED: Board adoption of proposed 2015 service changes

BACKGROUND:

Lane Transit District evaluates its routes on an annual basis. This process concludes in the spring when the LTD Board of Directors adopts a service plan for the coming fiscal year.

To date, Service Planning staff have met twice with the Service Advisory Committee, which is a staff committee composed of drivers, and Operations, Marketing, Customer Service and Planning staff. In addition, these proposals have been presented to and discussed by the Board Service Committee. The public outreach process has included presentations to Eugene's Neighborhood Leaders Council, the Good Earth Home and Garden Show, and University of Oregon Off-Campus Housing Fair; and two days of engaging riders at the Eugene Public Library and at the Customer Service Center lobby. Materials have been available to the general public and to our riders through social media and the District's web page. More than 728 surveys have been completed, and a number of comments have been provided in writing or via e-mail. In addition, public hearings were held by the Board on March 18 and April 6, 2015.

Based on feedback and staff analysis, the proposal that is summarized in the following chart is the package of service proposed for adoption. The final recommendation will be presented to the Board at its regular meeting on Wednesday, April 15, 2015.

2015 Annual Route Review Recommendations:

- Service Span – Passengers expressed interest in bus service running later in the evening so that they can use the service for nontraditional work schedules and recreational purposes. Staff are proposing to extend service by approximately one hour during the weekday on core routes. Trips also are being added to certain core routes during weekend service so that all the times match.
- Frequency (Route Nos. 41/43) – Passengers expressed interest in running buses more often on key corridors. The Highway 99/Barger/West 11th and 13th avenues corridor was selected to provide 15-minute service during the busiest travel times of the day for route Nos. 41 and 43. During the a.m. peak, three trips will be added to Route No. 41, resulting in a trip every 15 minutes from 7:00 a.m. to 8:30 a.m. During the p.m. peak, three trips will be added to Route No. 43, resulting in a trip every 15 minutes from 3:40 p.m. to 5:15 p.m. This improvement will help the District provide more frequent, safe, and reliable service.

- Frequency (Route Nos. 51/52) – Passengers expressed interest in running buses more often on key corridors. A combined 15-minute frequency will be achieved along the River Road corridor during the majority of the day by adding four trips to route Nos. 51 and 52. This improvement will help the District provide more frequent, safe, and reliable service.
- System Maintenance – Strategic trips will be added that will help alleviate crowded buses, fill in service gaps, and improve schedule adherence for the following routes: 27, 33, 40, 41, 43, 66, and 67.
- VA Service – Route No. 12 Gateway will be extended to serve the new Veterans Administration Clinic on Chad Drive and the new call center. This extension will create new crosstown connections with route Nos. 66 and 67 and to other destinations in LTD’s system.

| Change Category | Description | Routes | # of Trips | Cost |
|--------------------|---|---|------------|-----------|
| Span | Increase weekday night service to run later and make all core routes start and end at the same time on weekends | EmX, 11, 12, 13, 24, 28, 36, 40, 41, 43, 51, 66, 67 | 21 | \$384,000 |
| Frequency | Increase frequency to provide faster, safer, and more reliable service | 41, 43 | 6 | \$164,000 |
| | Increase frequency to provide faster, safer, and more reliable service | 51, 52 | 4 | \$108,000 |
| System Maintenance | Add service to alleviate crowded buses and improve schedule adherence | 27, 33, 40, 66, 67 | 11 | \$144,000 |
| Total | | | 42 | \$800,000 |

Changes in service would be effective September 6, 2015.

- ATTACHMENTS:**
- 1) Annual Route Review Public Input, Beginning March 12, 2015
 - 2) 2015 Annual Route Review Community Input Survey

PROPOSED MOTION: I move the following resolution:

Resolution No. 2015-012: It is hereby resolved that the LTD Board of Directors approve the FY 2015-16 service recommendations as presented on April 15, 2015.

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Annual Route Review CUSTOMER INPUT

March 12 – April 1, 2015

| Route | Comments |
|---------------------|--|
| EmX | I think it would be very helpful to have 15 minute service on Sundays for the EmX. It's always very crowded on the bus during the day on Sundays, and connections are awkward. More bus runs would be useful. |
| Route 11 | currently there exists a portion of the weekday midday in which service only runs every 20 minutes. I think increasing this to every 10-15 minutes (so as to ensure true all-day frequent service on weekdays) is even more important than 15 minute service on Sundays, although if the demand exists I certainly support the Sunday addition as well. |
| Route 12/EmX | Having route 12 extended from Gateway to the new VA clinic would be helpful, but I was hoping that service to the VA would be fulfilled by extending the Emx route. Using route 12 will be of little help for those of us residing in Springfield who will be facing at least one, if not two transfers. This will be even more of an issue for those of us using wheelchairs. Perhaps Rep. DeFazio can find the funds to add an Emx station at the new VA clinic? |
| Route 12 | A VA hospital connector would be fantastic. I vote YES. |
| Route 12 & 66 | This is a TERRIFIC idea, and I wholeheartedly support this route extension, not only for veterans like myself, but for all who need an efficient connection method from the Gateway area to Chad Drive, Crescent Avenue and beyond. |
| Route 12 & 66 | Anything that will allow easier access to the clinic for vets is great. |
| Route 12 & 66 | Thank you! |
| Route 12, 66, & 67 | I definitely think it makes sense to add service along Chad Drive to the VA hospital and employment district there. In fact, I think the new connection opportunity between Coburg Rd and Gateway would actually be more useful than the current 66/67 connection across Crescent, which from my experience typically only carries a few riders. As a result, it might make sense to sever the existing 66/67 service at Chad and Shadowview and connect the service on Coburg Road to the #12 extension (see attached map). If the transfers are timed correctly, the connection between Coburg Road and Goodpasture (or even Goodpasture and Gateway) would not be too onerous. This change would also make it easier to provide 15 minute service on the portions of the existing 66/67 loop for which it would be most useful, rather than mandating 15-minute service along Crescent where it would be underutilized. This change would also help to close another corner of the "donut hole" in the center of the current 66/67 loop |
| Routes 13, 17, & 18 | Instead of any of these, I'd like to see at least 30 minute service on the 17 and 18, return of the connection of the 13 to downtown Springfield, any service at all for mid Springfield (A-J, 8th thru 28th), and service for the Willamalane Center and Agnes Stewart Middle School on South 32nd. |
| Route 36 | I am a frequent rider on the 36 but I also take other buses as well and increasing the times of the proposed buses is a great idea but one consideration is also increasing the frequency of the Sunday hours and maybe even going an hour longer too so people that might want to go to the movies at Vrc or gateway can connect to there bus |

| | |
|-------------------|--|
| | , there is also another add on which is adding another run out to cottage grove past the 7:45 pm time have one more run leaving Eugene station at 8:30 pm if possible maybe not as many stops but going out there would help people out there too hope my input helps |
| Route 41 & 43 | <p>I did not see this option in your proposals but I use the # 41 and # 43 buses to commute to and from my job on Royal Avenue . I often have to work till 8 pm during the week and 6 pm on Sundays . If I miss the 815 during the week which happens or the 6 pm on Sundays , I have to wait for an hour to catch the next bus . This is especially troublesome on Sundays since the last bus out Eugene Station leaves at 730 pm and it brings the risk that the 7 pm bus from work will be delayed for whatever reason in getting to my stop or after . This happened in reality recently and I had just two minutes to spare to catch the 730 .</p> <p>What I am asking is that the # 41 and # 43 run more frequently in the evenings both weekend and week day . Also more frequently on Sundays since many of work early shifts that day . I would also ask that the time for the last Sunday departures from Eugene Station be pushed to 8 pm</p> |
| Route 51 | On Route 51, 10 minutes earlier travel would be a huge improvement in the morning! I, for one, could get to 8:00 am or 9:00 am meetings on time (using my bike-bus-bike scheme) without having to leave home more than an hour earlier than the meeting. YES! Please! |
| Route 51 | I would like to see an increase in service hours on the 51 route. There have been a number of times where I would have liked to take the bus to events downtown that run later into the evening. A midnight departure(from Eugene Station) would be nice, especially on Saturday. |
| Route 93 | Please, can we have service to Veneta on the weekends? I often go there on Sundays, and have to rely on friends to pick me up at Target on W. 11th, since service does not go into Veneta. |
| Airport Connector | Please please do this. Sick of paying tons to park at the airport and cabs and omni shuttle are too expensive. |
| Airport Connector | The PROPOSED AIRPORT CONNECTOR SERVICE is very important! I would use the Airport Connector around 4 times a year. |
| Airport Connector | It is high time that the Eugene/Springfield community had bus service to and from the airport. I would be delighted to see this go into place, not just on my behalf but on behalf of many students and visitors to the area. |
| Airport Connector | Please add airport service. Please include west 11th in the airport shuttle route. That way you can actually get people to use the shuttle. Even an early morning bus only would be a huge help. No one wants to call a taxi or a friend for a 4:30 or 5am ride....a bus for that would be GREAT. |
| Airport Connector | I just arrived back to Eugene yesterday and was thinking "Why doesn't Eugene have a bus to the airport?" . It is so close to town and costs \$25. to get there each way. Doesn't make sense. I would use this proposed route at least three X's per month! Thanks so much and hope it passes! |

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| Airport Connector | Yes! Also direct to Riverbend area similar to the old 7x. |
| Airport Connector | Yes, Please provide service to the airport. \$35 for a shuttle is much too expensive! |
| Airport Connector | YES YES YES, we desperately need bus airport connector service in Eugene/Springfield! Way overdue! |
| Airport Connector | An airport connector would be fantastic. Vets could fly into Eugene and ride the bus to the new VA hospital. I vote YES. |
| Airport Connector | I would like to see this service |
| Airport Connector | YES. Most emphatically. |
| Airport Connector | Love, love, love the idea of an Airport route!!! |
| Airport Connector | I think it would be great to have this service. However, it would be necessary to have a way for people to bring suitcases onto the bus. Otherwise the service will be of very limited value. |
| Airport Connector | Yes, I fly about four times a month, and have to rely on cab service since I do not have a car. My flights out are usually in the 5:00 a.m. hour, perhaps too early for bus service. But my return flights usually come in sometime in the afternoon, usually on Sundays. I support the addition of airport service! |
| Airport Connector | I support the addition of bus service to the Eugene Airport!! Not only will it be helpful to students and folks who can't spare an extra \$50 to and from the airport, it will help people who work at the airport. |
| Airport Connector | This is a MUCH needed addition to your service. I had never lived in town with an airport that did not have local bus service to the airport until I moved to Oregon. This is extremely important to us folks that live up river on the McKenzie. Costs for Airport parking are very high and the ability to get to the Airport and home via LTD bus sounds like a wonderful addition to your services. Sincerely, All the residents at Oregon Cascade RV Co-op in McKenzie Bridge. |
| Airport Connector | Most-if-not-all urban areas that declare themselves to be a modern city have public transportation to their airport. Many Folkes wonder why Eugene is behind. |
| Airport Connector | We travel to the airport several times a year and would love to be able to take LTD to the airport. So, the idea of connecting with the 95 line is a good one, however the relatively infrequent service of the 95 would make this service unattractive to all but those who do not have a vehicle and cannot afford taxi service to the airport. However, this may be an important segment, and comprised of people who are ok with arriving very early for a flight and hanging around the airport. Otherwise it would only work on the rare occasion with flight times happen to align with the 95 schedule. |

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| <p>Airport Connector</p> | <p>Thanks for considering extending service to the Eugene Airport. This would assist not only local air passengers a great deal, but increase transportation resources to boost tourism/economic growth in Lane County. Right now, it costs me approximately \$50 round trip to take the Omni Shuttle from West Eugene to the airport. I'd like to see a cost of no more than \$20 maximum (less would be better) for this type of service from my area, which is less than 10 miles one-way to the airport. Hope this helps in a decision to extend service to the Eugene Airport, and thanks for all your current great service and expansion,</p> |
| <p>Airport Connector</p> | <p>This is a service that I've been asking about for over 20 years! Yes, please. For 15 of those years I worked for a business on Airport Road. Despite having over 200 employees, there was no reasonable public transit option to get to our place of employment.</p> <p>For the past 6 years I have been self-employed, and have been supporting LTD with my payroll tax, yet the only time that I would regularly use the bus would be to go to the airport, and again, I can't. I regularly travel to major cities in the US, and almost always can use public transportation to/from the airport, but not in Eugene.</p> |
| <p>Airport Connector</p> | <p>This would be a great service for the community! I wholeheartedly support it!</p> |
| <p>Airport Connector</p> | <p>This is a very good idea. Eugene/Spfd. must be the only metro area of it's size without public transportation. The frequency could be as little as maybe 6 times a day as long as it covered the common hours of arrivals and departures.</p> |
| <p>Airport Connector</p> | <p>Yes, an airport connector is one of the most important services you could add. Even if it only runs every 90 minutes, an affordable way to the airport would be a HUGE help. There are many students and residents on limited income who can barely afford an air ticket and adding a cab or even shared van is unaffordable.</p> |
| <p>Airport Connector</p> | <p>Good idea. I will probably not use it, because I live in Santa Clara, but many others will find it very helpful and sensible. Mass transit to airport is how it ought to be.</p> |
| <p>Airport Connector</p> | <p>I fail to see how this connection to the airport makes sense to the airport traveler. Our most frequent flight time out of EUG has been before 6 AM. In order to get across town on the bus in order to get to the airport on time for security et al, we would need to leave our house about 3:30 am, well before regular service starts. Similarly, our return flights are most frequently late evening, after regular cross town service ends. And then there is the concern about hauling bags on and off regular service, in the rain. It is not a use decision I will make. This route only makes sense to me if you need it in order to provide special service to the airport for track meets or other special events or in order to capture the payroll tax revenues from the growing business development along Airport Road.</p> |
| <p>Airport Connector</p> | <p>I'm all favor for a bus that helps get you to the airport.</p> <p>Most other cities have that option.</p> |
| <p>Airport Connector</p> | <p>Please oh please add the airport shuttle. This is a service that is under utilized by LTD and would slowly introduce a number of new folks to public transportation that could really use it. A 30 dollar taxi ride to and then from the airport back into town is</p> |

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|---------------------------------------|---|
| | extremely expensive and I can't always find a ride to the airport. With those that work at the airport and those who use the airport frequently, this would be a great addition to our community. |
| Airport Connector | Yes - an Airport Connector would be great!! Also - maybe it could shuttle past the new Junction City mental hospital. Both would be especially helpful to the people who are employed at those locations!! |
| Airport Connector | That's a fantastic proposal. It would make getting to the airport much easier. It would be especially helpful to have an early am run so people could catch the first flights out. |
| Airport Connector | I think this is a great idea! |
| Increase in Span and Frequency | |
| Increase in Service Span | Can the busses that run late at night to eugene station to arrive at eugene station 5 min before the time to catch any of the 7:45 or 8:45 busses. Because when I catch the 67 at delta Oaks around 7:22 ish gets to the station like 3 min after the 7:45 leaves so that everyone who needs to catch a second buss needs to wait about 1 hr and a 30 min. Expecially during cold days that sucks. Or at least have a place to wait that's warm. |
| Increase In Service Span | I very much would like to see this happen. I use LTD exclusively to get around town, apart from an occasional ride from a friend. I commute to work at the University and to appointments and entertainment around the city. I have already been able to take advantage of the later busses coming back from the UO to go to performances at Beall Hall and other events on campus. I would like the options of being able to be even more flexible, and would use the expanded service. Though this is not an option that has been offered, I'd also like to see a weekend bus to Florence, if you ever have a chance. |
| Increase In Service Span | Increased service on 13th/11th Chambers& River Road would make it possible for me to ride the bus more, but the hub and spoke model is outdated. I know lots of people who don't ride the bus (me included) because it takes too long to go all the way downtown from west Eugene just to get to River road or south Eugene. Getting to the University and back is easy if you're in west Eugene, but getting to north or south destinations take too long to use bus travel. I'm very glad Emx will be happening, but if I have to take a bus all the way downtown to get back to West 8th or West Broadway or to the Emx on 7th or 6th, I'm not going to use it. |
| Increase In Service Span | I would like to see the busses number 11 and 18 run later on Friday nights. So that when people go out for a date night we don't have to worry about how late does this activity go and how late the bus is. That is what I would like to see. |
| Increase In Service Span | For the No. 24, I would value more frequent service on Sundays. Also, some service, please, on holidays. |

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|-------------------------------|---|
| Increase In Service Span | I definitely agree that this is a good idea! |
| Increase In Service Span | Please increase service start time on Saturday morning. I work every Saturday at Riverbend Hospital. Riverbend and University District do shift work, hours of our shifts remain the same regardless of day of week and holidays. I live on the #28 and have to take a taxi to Riverbend, expensive, because LTD doesn't operate to get me to work before 7 am. Additionally the 6 am #28 starting at 30th and Hilyard during the week was dropped several years ago. It was sometimes quite crowded at times. Now, I have to walk to Donald St. to catch the #24 shortly after 6 am to get downtown to transfer to get to work. Not fun when there's snow or heavily raining. I'm thankful for the bus. This would be a good start in expanding services. |
| Increase In Service Span | Generally, the early end of service on Sunday evenings is a pain. Specifically on route 36, if you could add 8:30, 9:30 and 10:30pm departures from Eugene station, it would support the nightlife there. Many students who work late hours live on this route. Same for the EmX: the Wildish Theater has events that finish after the last departure, leaving few safe and inexpensive options. |
| Increase In Service Span | Although I would most clearly benefit from an extension of service times along routes 66 and 67, there are likely many more who would benefit from service time extensions along Maint Street in Springfield on route 11, along West 11th Avenue in Eugene, along routes 51 or 52, routes 41 or 43 and toward the campus and Springfield from the downtown area. I would hope that if prioritization requires choosing between one or more route pairs and another, that you would instead extend at least one of each of these pairs rather than providing no service along that route at all. For example, in addition to extending route 11 and EmX service, I would like to so an extension of route 66 OR 67, route 41 OR 43 and route 51 OR 52. In that manner, even tough it might take someone longer to reach their destination than if both elements of a bidirectional route were added, there would still be at least one service option to these outlying areas of Eugene. |
| Increase In Service Frequency | I would love for the EmX to run every 15 minutes in Sundays. It would be nice if it ran later in the evening as well. |
| Increase In Service Frequency | Please consider increase for 33 Jefferson. |

MISC.

Firstly, since "mailto:" links do not work well for web-based e-mail clients, I hope my subject makes clear what I am sending about. Sending three e-mails feels silly, so I grouped these, sorry about the sorting on your end but I did not feel like keeping track of where I was in my brain and since clicking does not work here I would have needed to think about that more than I wanted to while taking the survey.

For the Increase in Service Plan, while I do not know what I would do with it yet since the option has not been available, I tend to avoid doing things later into the evening or at night where I can not walk home right now because the 51 has such a horrible schedule later on that I wind up waiting forever to get home. As such, if it is running more frequently or later into the evening, I do find that worthwhile.

The Increase in Service Frequency, again for River Road, would be quite helpful. Some times of day the bus is crowded enough that the schedule seems to always have us all missing transfers, and I would like

to imagine that the increased frequency would help the bus show up on time (I know it does right now, I mean "on time" as in at a time where we can catch transfers). Also, 15 minute EmX on Sunday would be appreciated on days when I wind up with work shifts on Sunday, assuming the River Road to UO route does not return (if it did, EmX and 51 times would all but cease bearing importance to my own personal schedule).

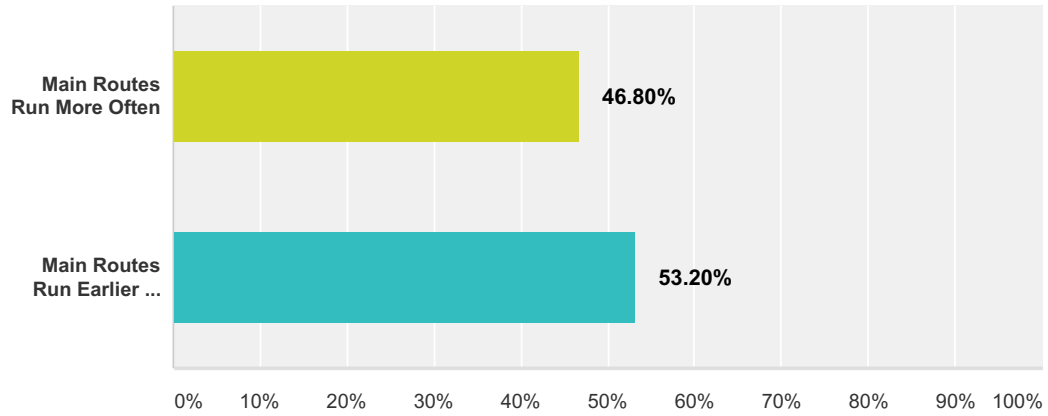
Modified Routing where the 51 makes transfers would be excellent. Our route has been on the extras board the whole rotation, and it seems like every day I am on it (so that would be four days each week) we are approaching the station early enough (in the 7:25-7:28 range) that it is worth warning the driver that the bay the schedule mentions is not going to be open yet. While I would suggest that this implies the schedule could just be modified to allow us arriving earlier without modifying the departure time (and I would appreciate not having to wake up even earlier to catch the bus), if this is what it takes to make the schedule allow us to have a designated space in which to park then I suppose I call that a positive thing. I might also consider just pushing back the arrival times to the x:28s and x:58s sufficient without modifying the time points in the middle and making everyone wake up earlier.

Beyond that, I just offer the general feedback that in my experience, folks who use screen readers are rather poorly served by links that start with or exclusively consist of "here" or "click here". There were quite a few of those involved in this, and also as mentioned earlier, the "mailto:" approach depends on either me having a local e-mail client or knowing how to read the link, and it might be useful to provide the e-mail address and subject line desired near the link (or even make it the link?) so folks without local e-mail clients who do _not_ have the know-how to look at the link and figure out what it means can participate easier?

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Q1 Which is better for the community; more frequent service on main routes or main routes running later or earlier?

Answered: 562 Skipped: 0

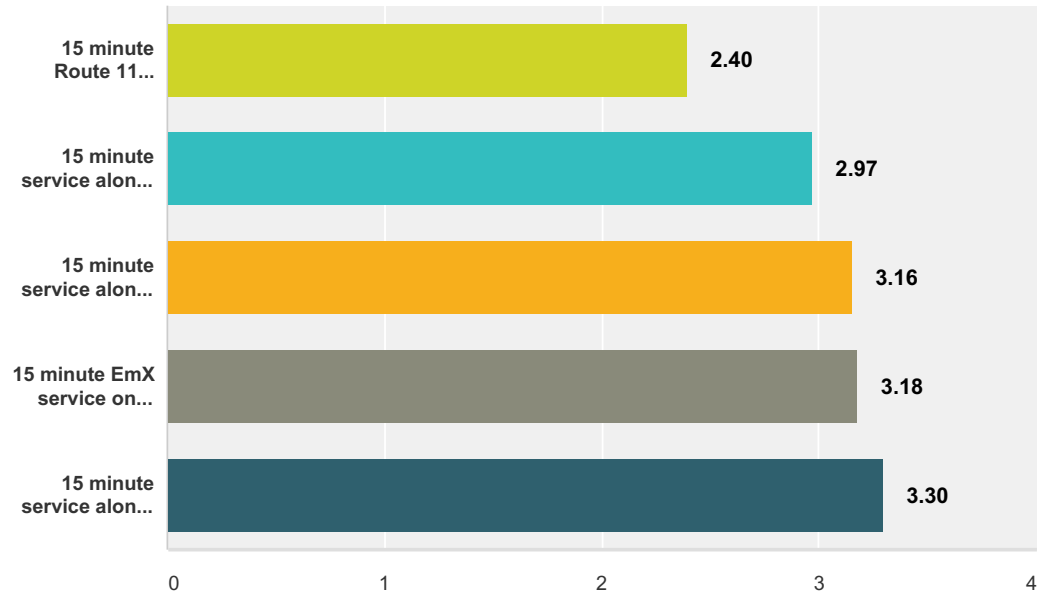


| Answer Choices | Responses |
|--------------------------------------|------------|
| Main Routes Run More Often (1) | 46.80% 263 |
| Main Routes Run Earlier or Later (2) | 53.20% 299 |
| Total | 562 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 2.00 | 2.00 | 1.53 | 0.50 |

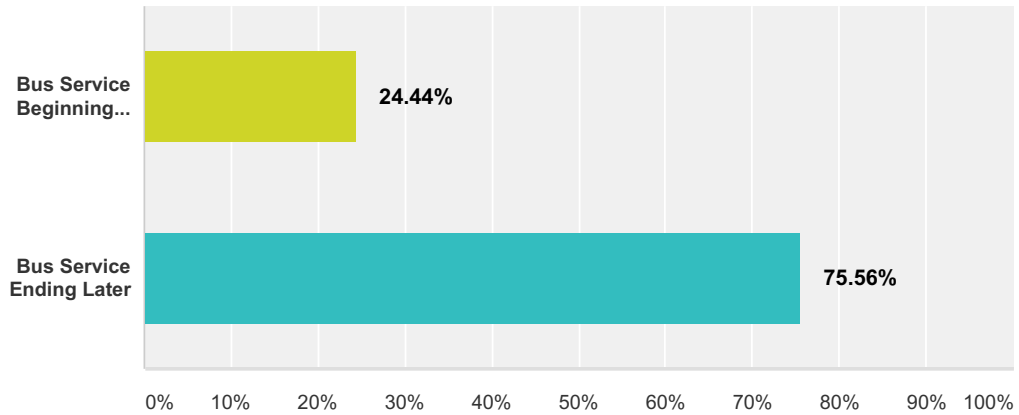
Q2 Rank the following frequency increases in order from most beneficial to the community to least beneficial.

Answered: 500 Skipped: 62



Q3 If the service span was increased, which would benefit the community more?

Answered: 491 Skipped: 71

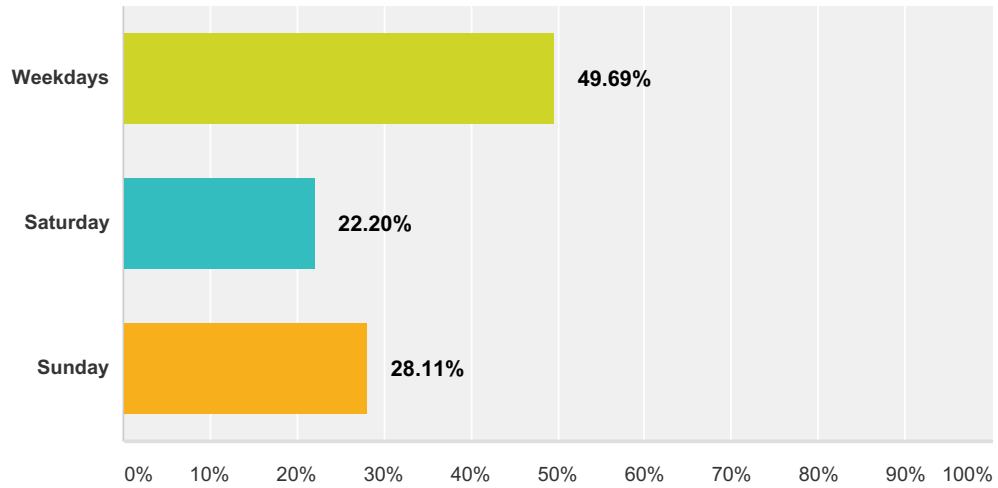


| Answer Choices | Responses |
|-----------------------------------|------------|
| Bus Service Beginning Earlier (1) | 24.44% 120 |
| Bus Service Ending Later (2) | 75.56% 371 |
| Total | 491 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 2.00 | 2.00 | 1.76 | 0.43 |

Q4 If the service span was increased, which days would benefit the community most?

Answered: 491 Skipped: 71

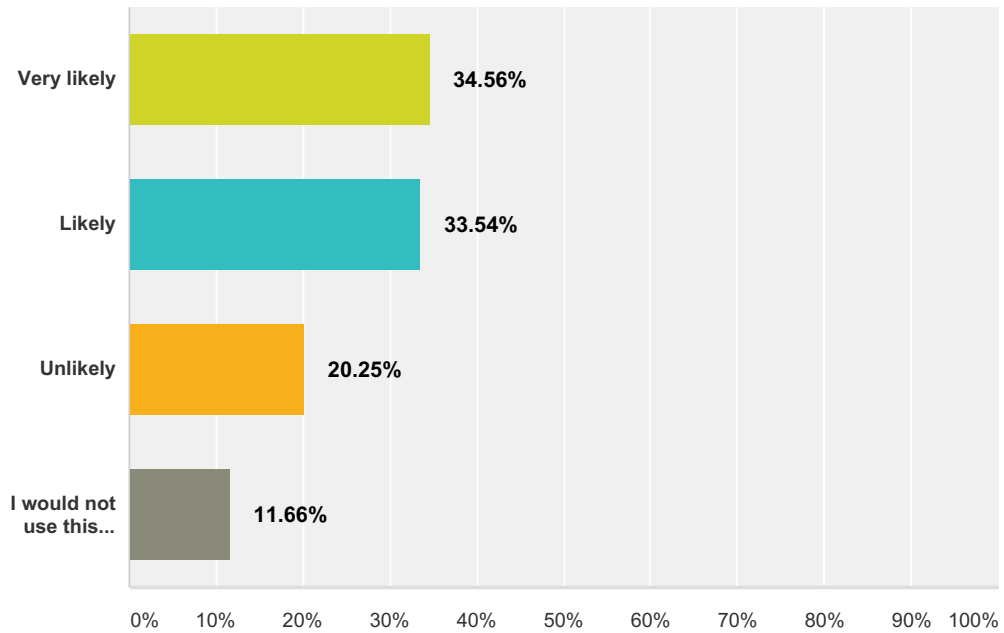


| Answer Choices | Responses |
|----------------|------------|
| Weekdays (1) | 49.69% 244 |
| Saturday (2) | 22.20% 109 |
| Sunday (3) | 28.11% 138 |
| Total | 491 |

| Basic Statistics | | | | |
|------------------------|------------------------|-----------------------|---------------------|-----------------------------------|
| Minimum 1.00 | Maximum 3.00 | Median 2.00 | Mean 1.78 | Standard Deviation 0.86 |

Q5 LTD is exploring creating an airport connector. This connector will allow individuals to take Route 95 and connect to a shuttle service to the airport. How likely would you be to use this service to reach the airport?

Answered: 489 Skipped: 73

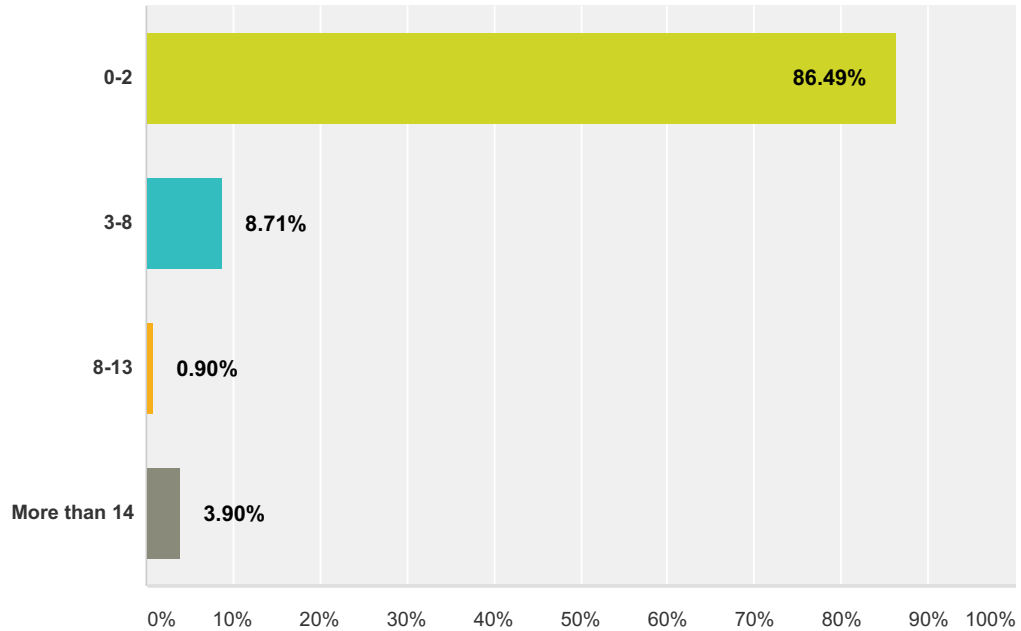


| Answer Choices | Responses |
|-----------------------------------|------------|
| Very likely (1) | 34.56% 169 |
| Likely (2) | 33.54% 164 |
| Unlikely (3) | 20.25% 99 |
| I would not use this service. (4) | 11.66% 57 |
| Total | 489 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 4.00 | 2.00 | 2.09 | 1.00 |

Q6 How many times a month do you think you would utilize this service to get to or get home from the airport?

Answered: 333 Skipped: 229

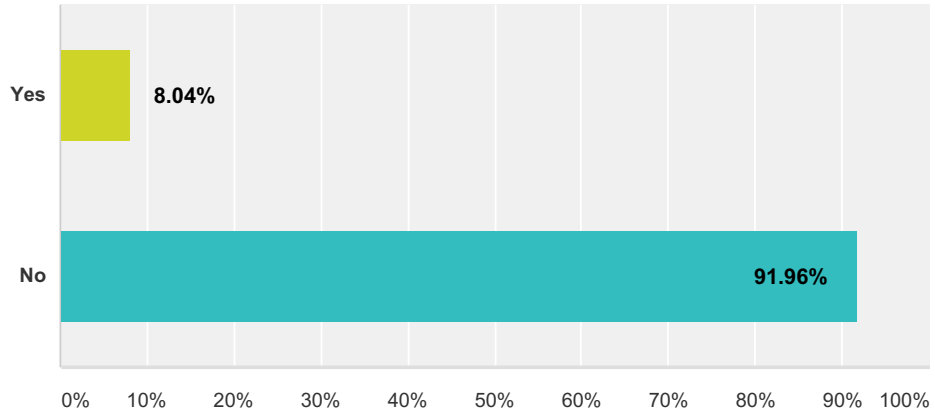


| Answer Choices | Responses |
|------------------|------------|
| 0-2 (1) | 86.49% 288 |
| 3-8 (2) | 8.71% 29 |
| 8-13 (3) | 0.90% 3 |
| More than 14 (4) | 3.90% 13 |
| Total | 333 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 4.00 | 1.00 | 1.22 | 0.65 |

Q7 Do you currently ride Route 95?

Answered: 485 Skipped: 77

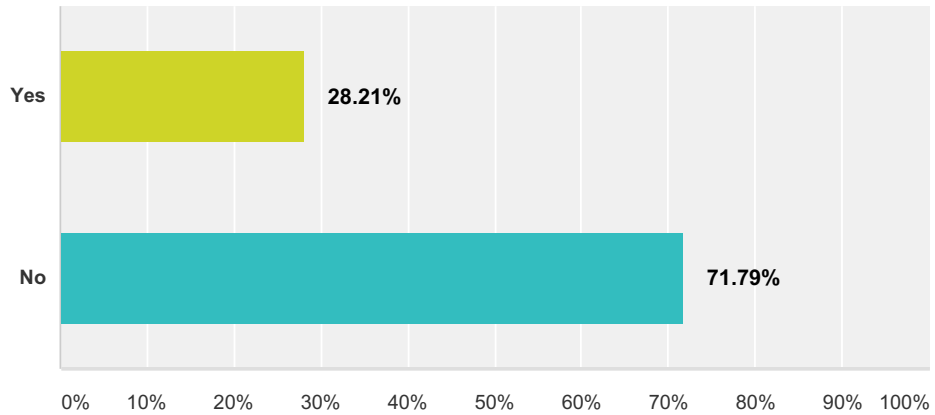


| Answer Choices | Responses |
|----------------|------------|
| Yes (1) | 8.04% 39 |
| No (2) | 91.96% 446 |
| Total | 485 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 2.00 | 2.00 | 1.92 | 0.27 |

Q8 Do you currently get on or off the bus along Prairie Road Loop?

Answered: 39 Skipped: 523

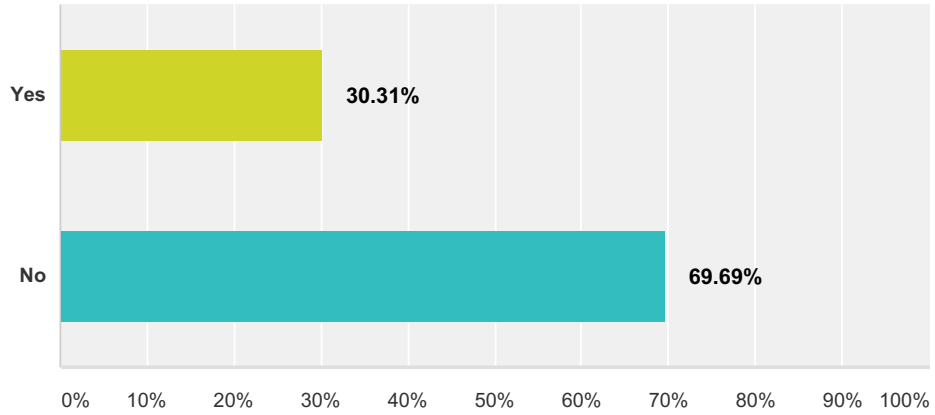


| Answer Choices | Responses |
|----------------|-----------|
| Yes (1) | 28.21% 11 |
| No (2) | 71.79% 28 |
| Total | 39 |

| Basic Statistics | | | | |
|------------------------|------------------------|-----------------------|---------------------|-----------------------------------|
| Minimum 1.00 | Maximum 2.00 | Median 2.00 | Mean 1.72 | Standard Deviation 0.45 |

Q9 Do you currently ride Route 51?

Answered: 485 Skipped: 77

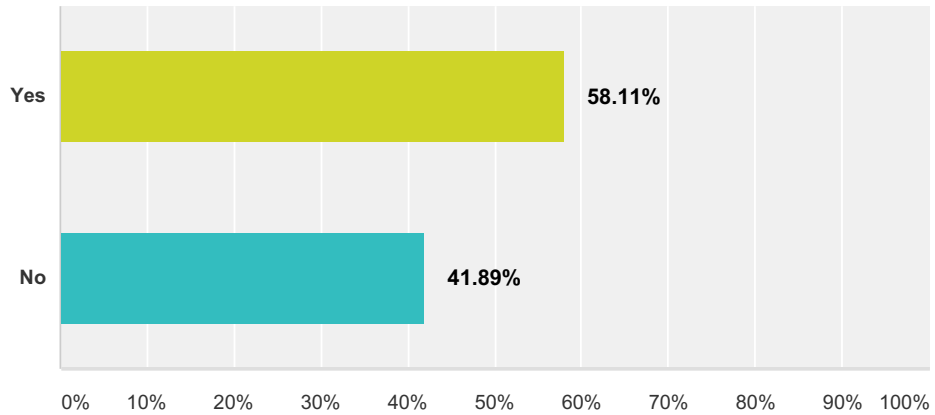


| Answer Choices | Responses | Count |
|----------------|-----------|------------|
| Yes (1) | 30.31% | 147 |
| No (2) | 69.69% | 338 |
| Total | | 485 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 2.00 | 2.00 | 1.70 | 0.46 |

Q10 Do you ride Route 51 between 6:30 and 9:30 a.m.?

Answered: 148 Skipped: 414

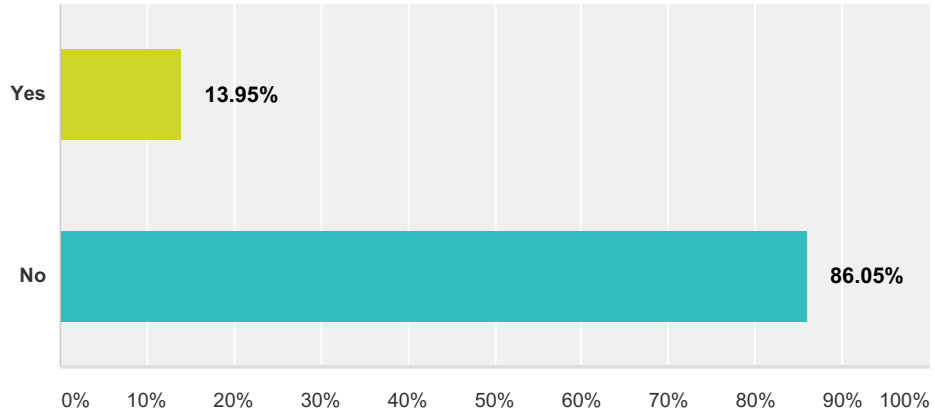


| Answer Choices | Responses |
|----------------|------------|
| Yes (1) | 58.11% 86 |
| No (2) | 41.89% 62 |
| Total | 148 |

| Basic Statistics | | | | |
|------------------------|------------------------|-----------------------|---------------------|-----------------------------------|
| Minimum 1.00 | Maximum 2.00 | Median 1.00 | Mean 1.42 | Standard Deviation 0.49 |

Q11 If all trips for Route 51 between 6:30 and 9:30 a.m. departed Eugene Station 10 minutes earlier, would this have a negative effect on your normal travel?

Answered: 86 Skipped: 476

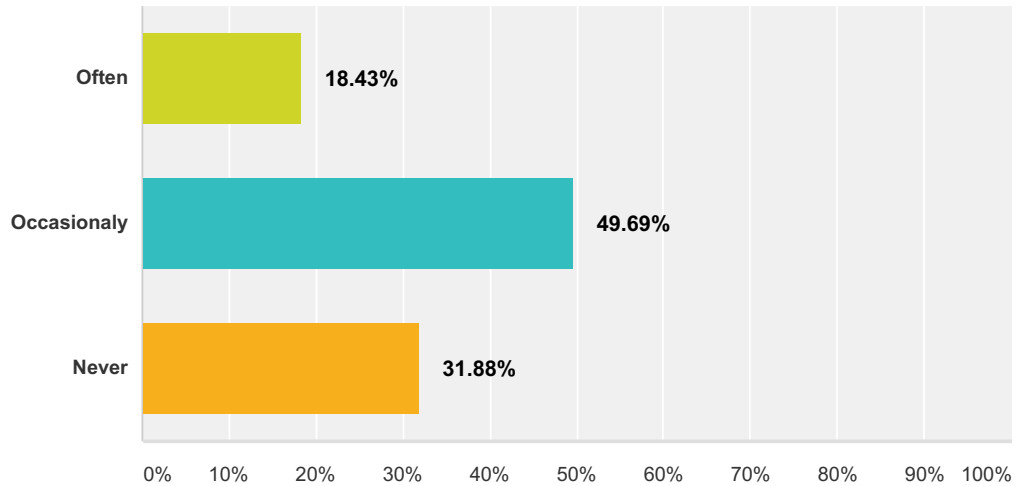


| Answer Choices | Responses |
|----------------|-----------|
| Yes (1) | 13.95% 12 |
| No (2) | 86.05% 74 |
| Total | 86 |

| Basic Statistics | | | | |
|------------------|---------|--------|------|--------------------|
| Minimum | Maximum | Median | Mean | Standard Deviation |
| 1.00 | 2.00 | 2.00 | 1.86 | 0.35 |

Q12 How often do you think you will use this new connection?

Answered: 483 Skipped: 79



| Answer Choices | Responses |
|------------------|------------|
| Often (1) | 18.43% 89 |
| Occasionally (2) | 49.69% 240 |
| Never (3) | 31.88% 154 |
| Total | 483 |

| Basic Statistics | | | | |
|------------------------|------------------------|-----------------------|---------------------|-----------------------------------|
| Minimum 1.00 | Maximum 3.00 | Median 2.00 | Mean 2.13 | Standard Deviation 0.70 |

Q13 Enter name to win a Kindle.

Answered: 381 Skipped: 181

| Answer Choices | Responses | |
|-------------------|-----------|-----|
| Name | 100.00% | 381 |
| Company | 0.00% | 0 |
| Address | 0.00% | 0 |
| Address 2 | 0.00% | 0 |
| City / Town | 0.00% | 0 |
| State / Province | 0.00% | 0 |
| ZIP / Postal Code | 0.00% | 0 |
| Country | 0.00% | 0 |
| Email | 96.33% | 367 |
| Phone | 94.23% | 359 |

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: ENVIRONMENTAL AND SUSTAINABILITY MANAGEMENT SYSTEM

PREPARED BY: Andy Vobora

ACTION REQUESTED: Approve Updated LTD Environmental Commitment

BACKGROUND:

Lane Transit District was selected by the Federal Transit Administration to participate an Environmental and Sustainability Management System (ESMS) academy in 2013. The academy was presented through Virginia Tech University and included ten transit agencies from across the United States and one agency from the Mariana Islands.

LTD's seven-member core team completed training in June 2014 and since then, has been working to develop an ESMS program for the LTD Glenwood site. A preliminary audit of the program was completed by Virginia Tech staff in the fall of 2014 and a final audit was completed in early 2015. With a final audit score of 94 percent, the team was very excited to continue working toward third-party certification.

An audit firm has been selected to perform the third-party certification. A Stage 1 audit will occur in July and the Stage 2 audit will occur over six days at the end of September. The core team feels confident that findings outlined in the final Virginia Tech audit will be corrected prior to the Stage 1 audit and that, ultimately, the LTD ESMS program will attain ISO 14001 certification. When successful, LTD will become the first transit district in Oregon to be ISO certified and one of approximately 30 transit districts nation-wide to achieve certification.

Staff will review the significant aspects identified in the LTD ESMS and review the findings outlined in the final Virginia Tech audit. The Board is being asked to approve updated language in the District's ESMS Environmental Commitment. This Commitment is the official policy of the LTD ESMS.

ATTACHMENTS:

- 1) ESMS Environmental Commitment – Draft with Revisions
- 2) Draft ESMS Environmental Commitment – CLEAN Copy

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2015-013: Be it resolved that the LTD Board of Directors hereby adopts the Lane Transit District Environmental and Sustainability Commitment.

Q:\Reference\Board Packet\2015\4\April 15 Reg Board Mtg\ESMS Update.doc



Issued/Administration Adopted: 9-18-2013
Last Revision: 2-4-2014
Last Review: 8-20-2014

ESMS Document

ED-4.2-2 Environmental and Sustainability Commitment

OBJECTIVE

Lane Transit District (LTD) believes in providing people with the independence to achieve their goals, creating a more vibrant, sustainable, and equitable community. How we do this includes serving the community with respect; collaborating internally and externally; and caring for our customers, employees, and business partners. LTD is committed to providing safe and accessible vehicles, services, and facilities; practicing sound fiscal and sustainability management; delivering reliable, public transportation services; offering services that reduce dependency on the automobile; and providing leadership for the community's transportation needs.

The LTD Environmental and Sustainability Commitment serves as documentation of LTD's intent to implement this public transportation service in an environmentally, economically, and socially responsible manner. A formal Environmental and Sustainability Management System (ESMS) will complement our sustainability commitment with the American Public Transportation Association (APTA). This ESMS uses an international standard (ISO 14001), which LTD will implement in order to achieve continual improvement in its environmental and sustainability performance.

Deleted: Lane Transit District (LTD) is committed to enhancing the community's quality of life by delivering reliable, responsive, and accessible public transportation services; offering innovative services that reduce dependency on the automobile; and providing progressive leadership for the community's transportation needs.¶

POLICY

This commitment shows that Lane Transit District will:

- Document, implement, and maintain a formal ESMS through an annual review of this Commitment and associated ESMS documents, and annually update documentation and practices as necessary.
- Protect the environment by complying with all applicable local, state, and federal environmental laws and regulations, and other requirements to which the organization subscribes.
- Minimize negative environmental impacts identified in LTD's ESMS by establishing measurable environmental and sustainability targets, objectives, and programs to supplement the core principals, action items, and stretch goals of the APTA Sustainability Commitment.
- Review these targets, objectives, and programs on an annual basis to commit to overall continual improvement in environmental consciousness and prevention of pollution.

Deleted: commit to meet to achieve continual improvement in its environmental performance.¶

Administrative Policies & Procedures

ESMS Document, with revisions
Page 1



Issued/Administration Adopted: 9-18-2013
Last Revision: 2-4-2014
Last Review: 8-20-2014

ESMS Document

ED-4.2-2 Environmental and Sustainability Commitment

- Communicate LTD's Environmental and Sustainability Commitment to all LTD employees, members of LTD's Board of Directors, and those working on behalf of LTD, in addition to making this Commitment a publicly accessible document.

This document will assist LTD in continued development and expansion of environmental and sustainable practices to serve as a model and a leader in the Eugene-Springfield region and in the public transit arena.

Administrative Policies & Procedures

ESMS Document, with revisions
Page 2



ESMS Document

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Lane Transit District

Issued/Administration Adopted: 9-18-2013

Last Revision: 2-4-2014

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Administrative Policies & Procedures

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: GENERAL MANAGER SELECTION PROCESS

PREPARED BY: Gary Wildish, LTD Board President

ACTION REQUESTED: Approval of timeline for general manager selection process

BACKGROUND:

General Manager Ron Kilcoyne has expressed his intent to retire. As the hiring body, the Board of Directors will conduct a search for a replacement. It is important to establish a process and timeline so that the decision can be made in a timely manner. Staff will present recruitment information and a general timeline for discussion at this meeting.

The Board also will review the general manager selection process to determine the role of Board committee(s) to complement those carried out by the Board of Directors, including consideration of a subcommittee whose specific purpose is to focus on the selection process, such as an executive search committee.

ATTACHMENTS:

- 1) General Manager Selection Process Proposed Timeline
- 2) Draft General Manager Selection Outline

PROPOSED MOTION: I move approval of LTD Resolution No. 2015-014:

Be it resolved that the LTD Board of Directors hereby approves the timeline for the selection of the next LTD general manager as stated in the attached General Manager Selection Process Proposed Timeline, and that the Board appoint a subcommittee to focus on the selection process.

Q:\Reference\Board Packet\2015\4\April 15 Reg Board Mtg\GM Selection Process AIS.docx

**GENERAL MANAGER SELECTION PROCESS
PROPOSED TIMELINE
April 9, 2015**

In selecting

| | |
|--------------------------|---|
| March 30 | Ron announces retirement. |
| April 6 | Board accepts retirement. |
| April 9 | Board HR Committee Meeting-discuss process. |
| April 15 | HR Committee reports to full Board. |
| April 17 | RFP goes out/Board identifies firms to conduct professional recruit. |
| April (Late) | Community input is gathered parallel to RFP process. |
| May 1 | RFP closes. |
| No later than June 17 | Professional recruiter selected. Board meets with recruiter to outline process and selection criteria. |
| July 1 | Position posted/recruitment begins. |
| August | Candidate screening begins. |
| August 28 | Recruit closes. |
| September | Interview process. |
| September (early) | Prepare for onsite interviews. |
| September (Late) | Onsite interviews. |
| October (early) | Selection process occurs – interviews, reference checks, etc. |
| October (Mid) | Final selection made. On-board strategy developed. |
| December 1 | New GM starts. |

Draft General Manager Selection Basic Outline

April 9, 2015

- I. GM retires
 - A. RFP is developed
 - 1. Timeline-
 - 2. Responsible party-
- II. Board selects recruiting firm
 - A. Determine search criteria
 - 1. Timeline-
 - 2. Responsible party-
 - B. Send out Request for Proposal
 - 1. Timeline-
 - 2. Responsible party-
- III. Board determines profile of successful candidate with recruiting firm
 - A. Input from community members
 - 1. Timeline-
 - 2. Responsible party-
 - B. Input from LTD Staff
 - 1. Timeline-
 - 2. Responsible party-
- IV. Board makes determination with firm on community involvement
 - A. Review input
 - 1. Timeline-
 - 2. Responsible party-
- V. Board determines a timeline with the recruiting firm
 - A. Recruiting begins
 - 1. Timeline-
 - 2. Responsible party-
- VI. Board determines interview process with firm
 - A. Community members selected
 - 1. Timeline-
 - 2. Responsible party-
 - B. Staff members selected
 - 1. Timeline-
 - 2. Responsible party

C. Candidates shown community

1. Timeline-
2. Responsible party-

VII. Board selects finalist

A. Reference checks, including visit to candidates hometown

1. Timeline-
2. Responsible party-

B. Finalist revisits community -?

1. Timeline-
2. Responsible party-

VIII. Board and legal counsel negotiate contract

A. Salary

1. Timeline-
2. Responsible party-

B. Start date

1. Timeline-
2. Responsible party-

IX. New general manager starts

A. Orientation

1. Timeline-
2. Responsible party-

B. Check in with GM

1. Timeline-
2. Responsible party-

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jeanne Schapper, Executive Office Manager/Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

Board members have been appointed to Board committees and to the Metropolitan Policy Committee (MPC), the Lane Council of Governments (LCOG) Board of Directors, and, on occasion, to other local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises. After meetings, public hearings, or other activities attended by individual Board members on behalf of LTD, time will be scheduled on the next Board meeting agenda for an oral report by the Board member. The following activities have occurred since the last Board meeting:

MEETINGS HELD:

Board members may take this opportunity to report briefly on any one-on-one meetings they have held with local officials or other meetings that they have attended on behalf of LTD.

1. **Metropolitan Policy Committee (MPC):** Board Member Gary Wildish and Board Member Gary Gillespie are LTD's MPC representatives, with Board Member Julie Grossman serving as an alternate. MPC meetings are held on the first Thursday of each month. At the April 2 meeting, MPC conducted two public hearings: the first on the draft 2016-2017 Unified Planning Work Program, and the second on a draft amendment to the Metropolitan Transportation Improvement Program. MPC also received a presentation on LTD's Annual Route Review, received information on the Metropolitan Transportation Improvement Program Annual Reports, and received an update on scenario planning.
2. **EmX Steering Committee:** The EmX Steering Committee generally meets every two months and is composed of Chair Carl Yeh, Board Members Julie Grossman and Gary Gillespie, members of local units of government, and community representatives. At the April 7 meeting, the Committee discussed planning issues and benefits of the Frequent Transit Network, discussed key messages to consider regarding the Main Street-McVay Transit Study, received an update on the *MovingAhead* project (formerly Key Corridors Study), explored LTD's role in pedestrian safety, and received an update on existing EmX service.
3. **LTD Board Human Relations Committee:** The Board Human Relations Committee is composed of Chair Gary Gillespie and Board members Julie Grossman and Gary Wildish, and generally meets on the second Tuesday of the month. At the April 9 meeting, the Committee discussed next steps in the general manager recruitment process.

NO MEETINGS HELD:

1. **Accessible Transportation Committee (ATC):** The 16-member ATC is composed of both consumers and providers who are interested in transportation services for people with disabilities, people with low incomes, and older adults. The Committee meets six to seven times per year on the third Tuesday of the month. Board Member Ed Necker was appointed to the ex officio position representing the LTD Board on this committee. The March ATC meeting was canceled due to a lack of agenda items; the next meeting is scheduled to be held on April 21.
2. **Lane Area Commission on Transportation (LaneACT):** In 2009 the Oregon State Legislature directed Lane County to develop an Area Commission on Transportation (ACT). Commission membership includes representatives from Lane County, cities within the county, Lane Council of Governments, and LTD, meeting on the second Wednesday of the month. Board President Gary Wildish serves as LTD's representative on this Commission. The April 8 meeting was canceled; the next meeting is scheduled to be held on May 13.
3. **Governor's Oregon Passenger Rail Leadership Council:** Governor Kitzhaber created a leadership council of officials from the Willamette Valley to advise the governor and the Oregon Transportation Commission on a preferred alignment for intercity passenger rail improvements. LTD Board Member Gary Gillespie represents LTD on the Leadership Council, with LTD General Manager Ron Kilcoyne serving as alternate. The next meeting has not been scheduled.
4. **Eugene Transportation Community Resource Group (TCRG) for the Eugene Transportation System Plan (TSP):** The TCRG includes community members who have an interest in transportation issues in the City of Eugene. Board Member Ed Necker represents LTD on the TCRG. The next meeting has not been scheduled.
5. **LTD Board Finance Committee:** The Board Finance Committee is composed of Chair Gary Wildish and Board Members Carl Yeh and Ed Necker. Meetings are scheduled on an as-needed basis. The next meeting has not been scheduled.
6. **Main Street Projects Governance Team:** This committee was formed to provide informed direction and collaborative decision making to support the Main Street-McVay Transit Study and four other concurrent projects along Main Street in Springfield. Board Members Gary Wildish and Angelynn Pierce serve as LTD's representatives on this committee. The next meeting has not been scheduled.
7. **Lane Council of Governments (LCOG) Board of Directors:** LTD Board Member Carl Yeh represents LTD on the LCOG Board of Directors as a non-voting member. The LCOG Board meets five times a year. The last meeting was held on February 26; the next meeting has not been scheduled.
8. **LTD Board Service Committee:** The Board Service Committee is composed of Chair Ed Necker and Board Members Gary Gillespie and Angelynn Pierce. Meetings are scheduled on an as-needed basis. The next meeting has not been scheduled.
9. **LTD Pension Trusts:** LTD's two pension plans (one for ATU-represented employees and one for administrative employees) are each governed by a board of trustees. The Pension Trustees generally meet three times a year. LTD Board Member Gary Gillespie serves as a trustee for both plans. The last meeting was held on March 16; the next meeting has not been scheduled.

AGENDA ITEM SUMMARY

DATE: April 15, 2015
ITEM TITLE: MONTHLY FINANCIAL REPORTS
PREPARED BY: Todd Lipkin, Finance Manager/CFO
ACTION REQUESTED: None

BACKGROUND:

Following this summary are the February 2015 financial reports. In response to the Board's desire for better comparability of the monthly and year-to-date figures to prior-year activity, each period is compared to the prior-year actual and to the current-year budget.

While the budget is appropriated annually, division managers develop an estimate of their monthly activity to create the monthly and year-to-date budgets used in these financial reports. Some activity, e.g., personnel costs, fuel purchases, and preventive maintenance, can be reasonably allocated by month. Other costs, such as capital project costs and paratransit service, may have other influences, such as variable implementation schedules and erratic service demand, which make them more difficult to allocate. To be consistent, staff has used the same format to report on all four funds.

GENERAL FUND

Payroll taxes remain under budget, due to the Department of Revenue take backs from prior-year payments made to LTD in error. However, the year-to-date percentage of budget has increased to 97.2 percent. If Lane Transit District had received all of the taxes earned for this year (including the \$672,000 take back), we would be \$100,000 over the year-to-date budget.

State-in-lieu tax is under budget year to date. With the change in the University of Oregon's institutional structure, they are no longer considered a state agency and are not subject to this tax. However, it has been determined that they are subject to the payroll tax. The University and the Oregon Department of Revenue are working together to get the University started on reporting and payment. The University was subject to the tax effective July 1, 2014, so LTD will receive taxes from that point forward. The total collected should be more than would have been collected under the state-in-lieu program since the payroll tax rate of .007 is larger than the .006 paid under the state-in-lieu program.

Personnel services costs remain under budget. Due to turnover, the District rarely employs the total number of bus operators that were included in the budget. This translates into reduced benefit payments that help contribute to personnel costs remaining under budget. In addition, other positions, including an IT position, have been vacant for different periods of the fiscal year. The IT position is in the process of being filled.

The average price for fuel through April 6, 2015, is \$2.10 per gallon, which is more than \$1 million in savings when compared to the budgeted amount at \$3.75 per gallon. LTD paid \$1.629 per gallon on January 22, 2015, which is the lowest price paid since July 2009. Since the prices are low, LTD has loaded additional fuel into the offsite storage tank in Coos Bay.

Materials and Services for all departments remain under budget. Comparability of current-year and prior-year materials and services is hampered by the reorganization implemented over the last year. For example, the

Intelligent Transportation Systems (ITS) Division was part of the Administrative Services Department last year and is in the Operations and Customer Satisfaction Department this year.

The General Fund transfer to the Accessible Services Fund is well below budgetary projections. This is a direct result of the increased funding received from the Oregon Legislature for elderly and disabled transportation for the current biennium.

ACCESSIBLE SERVICES FUND

The Accessible Services Fund costs are under budget for the year. South Lane Wheels costs are 18.4 percent over budget. This is due to a change in accounting methodology for their local match, not because the cost of their program increased. The grant funds that LTD manages for South Lane Wheels has a local matching requirement. Since LTD administers these grants, we need to also account for the local match that is provided by South Lane Wheels. The expenditure budget only reflected the grant funding and not the total cost including match.

MEDICAID FUND

The Medicaid Fund is over budget for the year due to increased demand resulting from the increase in eligible individuals as of January 1, 2014. Over 90 percent of this budget is fully funded by Medicaid funds having no impact on the District’s funds available for investment in the community. The transfer from the General Fund that supports the Waivered Transportation Program is under budget for the year.

CAPITAL PROJECTS FUND

The Capital Projects Fund expenditures year to date have included the purchase of three articulated, hybrid-electric buses and West Eugene EmX Extension design and utility relocation activity. Construction on the West Eugene EmX Extension started in March 2015. All funding for the project has now been appropriated and is currently being processed into active grants. Additional details can be found in the Monthly Grant Report.

FISCAL YEAR 2015-16 BUDGET CALENDAR

Work has already begun on the Capital Improvements Program (CIP), Long-Range Financial Plan (LRFP), and other budgetary components for next year’s budget. Following is the budget calendar for the remainder of the budget cycle:

| | |
|------------------------|--|
| Late March/Early April | <ul style="list-style-type: none"> LTD Board/Budget Committee Work Session |
| April 10 | <ul style="list-style-type: none"> Capital Improvements Program public comment period begins |
| April 15 | <ul style="list-style-type: none"> Public hearing on Capital Improvements Program |
| May 10 | <ul style="list-style-type: none"> Capital Improvements Program public comment period ends |
| May 20 | <ul style="list-style-type: none"> Capital Improvements Program approval Long-Range Financial Plan approval Budget Committee meets to approve a FY 2015-16 budget |
| June 17 | <ul style="list-style-type: none"> Board adoption of FY 2015-16 budget |

ATTACHMENTS: February 2015 Financial Reports

PROPOSED MOTION: None

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Lane Transit District

Lane Transit District
General Fund
 Schedule of Revenues and Expenditures
February 28, 2015
 Unaudited

| February 1 - 28 | | | | | Revenues & Other Sources | | Year to Date Through February 28 | | | | |
|------------------|------------------|---------------|------------------|---------------|---|-------------------|----------------------------------|-------------------|---------------|-------------------|---------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 357,837 | 366,381 | 102.4% | 358,410 | 102.2% | Passenger Fares | 4,456,700 | 2,986,626 | 3,153,322 | 105.6% | 3,023,280 | 104.3% |
| 279,780 | 242,838 | 86.8% | 244,500 | 99.3% | Group Pass | 2,667,000 | 1,759,344 | 1,697,368 | 96.5% | 1,689,000 | 100.5% |
| - | - | N/A | 5,000 | 0.0% | Advertising | 310,000 | 310,000 | 399,500 | 128.9% | 290,000 | 137.8% |
| - | - | N/A | - | N/A | Special Service | 161,300 | 161,314 | 133,115 | 82.5% | 120,975 | 110.0% |
| 637,617 | 609,219 | 95.5% | 607,910 | 100.2% | Total Operating | 7,595,000 | 5,217,284 | 5,383,305 | 103.2% | 5,123,255 | 105.1% |
| 5,639,720 | 6,045,753 | 107.2% | 5,909,800 | 102.3% | Payroll Tax (cash basis) | 27,835,500 | 19,202,902 | 19,827,353 | 103.3% | 20,393,500 | 97.2% |
| 29,854 | 10,215 | 34.2% | 16,000 | 63.8% | Self-employment Tax (cash basis) | 1,600,000 | 295,856 | 223,477 | 75.5% | 288,000 | 77.6% |
| - | - | N/A | - | N/A | State-in-Lieu (cash basis) | 2,040,000 | 964,883 | 474,530 | 49.2% | 1,020,000 | 46.5% |
| 403,385 | 339,386 | 84.1% | 411,340 | 82.5% | Operating Grants | 4,936,100 | 3,885,892 | 3,472,047 | 89.4% | 3,290,720 | 105.5% |
| 9,887 | 6,570 | 66.5% | 10,990 | 59.8% | Miscellaneous | 131,700 | 276,716 | 369,505 | 133.5% | 87,920 | 420.3% |
| 8,149 | 4,379 | 53.7% | 7,500 | 58.4% | Interest Income | 90,000 | 56,060 | 40,271 | 71.8% | 60,000 | 67.1% |
| 6,090,995 | 6,406,303 | 105.2% | 6,355,630 | 100.8% | Total Nonoperating | 36,633,300 | 24,682,309 | 24,407,183 | 98.9% | 25,140,140 | 97.1% |
| 6,728,612 | 7,015,522 | 104.3% | 6,963,540 | 100.7% | Total Revenues & Other Sources | 44,228,300 | 29,899,593 | 29,790,488 | 99.6% | 30,263,395 | 98.4% |

| February 1 - 28 | | | | | Expenditures & Other Uses | | Year to Date Through February 28 | | | | |
|------------------|------------------|----------------|------------------|--------------|--|-------------------|----------------------------------|-------------------|---------------|-------------------|--------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 729,581 | 763,196 | 104.6% | 866,750 | 88.1% | Administration | 10,405,200 | 6,390,859 | 6,642,606 | 103.9% | 6,939,200 | 95.7% |
| 1,506,298 | 1,518,842 | 100.8% | 1,666,760 | 91.1% | Amalgamated Transit Union | 20,522,900 | 12,700,056 | 13,014,974 | 102.5% | 13,861,280 | 93.9% |
| (56,402) | (68,986) | 122.3% | (69,740) | 98.9% | Less Grant-Funded Expenditures | (836,800) | (550,587) | (540,755) | 98.2% | (557,920) | 96.9% |
| 2,179,477 | 2,213,052 | 101.5% | 2,463,770 | 89.8% | Total Personnel Services | 30,091,300 | 18,540,328 | 19,116,825 | 103.1% | 20,242,560 | 94.4% |
| 16,878 | 21,720 | 128.7% | 19,739 | 110.0% | Executive Office | 309,500 | 178,037 | 217,523 | 122.2% | 219,764 | 99.0% |
| 60,632 | 119,610 | 197.3% | 165,670 | 72.2% | Administrative Services | 2,055,400 | 1,529,249 | 1,225,089 | 80.1% | 1,380,560 | 88.7% |
| 175,941 | 129,779 | 73.8% | 224,905 | 57.7% | Customer Services & Planning | 2,561,300 | 1,398,416 | 1,376,184 | 98.4% | 1,715,885 | 80.2% |
| 308,712 | 294,401 | 95.4% | 457,162 | 64.4% | Operations & Customer Satisfaction | 5,860,900 | 2,933,265 | 3,087,593 | 105.3% | 3,969,136 | 77.8% |
| 562,163 | 565,510 | 100.6% | 867,476 | 65.2% | Total Materials & Services | 10,787,100 | 6,038,967 | 5,906,389 | 97.8% | 7,285,345 | 81.1% |
| 2,599 | 50,755 | 1952.9% | 164,980 | 30.8% | Transfer to Accessible Services Fund | 1,979,700 | 1,160,747 | 770,334 | 66.4% | 1,319,840 | 58.4% |
| - | 16,103 | N/A | 14,330 | 112.4% | Transfer to Medicaid Fund | 172,000 | 75,082 | 89,287 | 118.9% | 114,640 | 77.9% |
| - | - | N/A | - | N/A | Transfer to Capital Projects Fund | 3,351,500 | 1,792,700 | 3,351,500 | 187.0% | 3,351,500 | 100.0% |
| 2,599 | 66,858 | 2572.5% | 179,310 | 37.3% | Total Other Uses | 5,503,200 | 3,028,529 | 4,211,121 | 139.0% | 4,785,980 | 88.0% |
| 2,744,239 | 2,845,420 | 103.7% | 3,510,556 | 81.1% | Total Expenditures & Other Uses | 46,381,600 | 27,607,824 | 29,234,335 | 105.9% | 32,313,885 | 90.5% |

| | | | | | | | | | | | |
|------------------|------------------|---------------|------------------|---------------|-----------------------------------|--------------------|------------------|----------------|--------------|--------------------|---------------|
| 3,984,373 | 4,170,102 | 104.7% | 3,452,984 | 120.8% | Revenues less Expenditures | (2,153,300) | 2,291,769 | 556,153 | 24.3% | (2,050,490) | -27.1% |
|------------------|------------------|---------------|------------------|---------------|-----------------------------------|--------------------|------------------|----------------|--------------|--------------------|---------------|



Lane Transit District

Lane Transit District
Accessible Services Fund
 Schedule of Revenues and Expenditures
February 28, 2015
 Unaudited

| February 1 - 28 | | | | | Revenues & Other Sources | | Year to Date Through February 28 | | | | |
|-----------------|----------------|----------------|----------------|--------------|---|------------------|----------------------------------|------------------|---------------|------------------|--------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 25,456 | 25,416 | 99.8% | 28,120 | 90.4% | Passenger Fares | 337,500 | 217,330 | 227,593 | 104.7% | 224,960 | 101.2% |
| 20,789 | 223,261 | 1073.9% | 244,110 | 91.5% | Federal Assistance | 2,929,200 | 1,259,623 | 1,899,732 | 150.8% | 1,952,880 | 97.3% |
| - | 70,910 | N/A | 105,640 | 67.1% | State Assistance | 1,267,460 | 326,836 | 835,677 | 255.7% | 845,120 | 98.9% |
| 22,875 | 783 | 3.4% | 8,160 | 9.6% | Local Assistance | 97,900 | 73,800 | 81,901 | 111.0% | 65,280 | 125.5% |
| 69,120 | 320,370 | 463.5% | 386,030 | 83.0% | Total Revenues | 4,632,060 | 1,877,589 | 3,045,053 | 162.2% | 3,088,240 | 98.6% |
| 2,599 | 50,755 | 1952.9% | 164,600 | 30.8% | Transfer from General Fund | 1,975,240 | 1,160,747 | 770,334 | 66.4% | 1,316,800 | 58.5% |
| 2,599 | 50,755 | 1952.9% | 164,600 | 30.8% | Total Other Sources | 1,975,240 | 1,160,747 | 770,334 | 66.4% | 1,316,800 | 58.5% |
| 71,719 | 371,125 | 517.5% | 550,630 | 67.4% | Total Revenues & Other Sources | 6,607,300 | 3,038,336 | 3,815,387 | 125.6% | 4,405,040 | 86.6% |

| February 1 - 28 | | | | | Expenditures & Other Uses | | Year to Date Through February 28 | | | | |
|-----------------|----------------|---------------|----------------|--------------|--|------------------|----------------------------------|------------------|---------------|------------------|--------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 340,928 | 290,956 | 85.3% | 439,080 | 66.3% | ADA RideSource | 5,268,900 | 3,157,531 | 3,158,230 | 100.0% | 3,512,640 | 89.9% |
| 9,911 | 8,020 | 80.9% | 12,560 | 63.9% | Transit Training & Hosts | 150,600 | 81,297 | 72,057 | 88.6% | 100,480 | 71.7% |
| 7,295 | 7,070 | 96.9% | 9,010 | 78.5% | Special Transport | 108,100 | 66,359 | 62,537 | 94.2% | 72,080 | 86.8% |
| 358,134 | 306,046 | 85.5% | 460,650 | 66.4% | Total Eugene/Springfield Services | 5,527,600 | 3,305,187 | 3,292,824 | 99.6% | 3,685,200 | 89.4% |
| 1,687 | 8,403 | 498.2% | 9,580 | 87.7% | South Lane | 115,000 | 57,594 | 90,764 | 157.6% | 76,640 | 118.4% |
| 13,813 | 13,873 | 100.4% | 15,680 | 88.5% | Florence | 188,100 | 119,938 | 120,600 | 100.6% | 125,440 | 96.1% |
| 16,024 | 15,285 | 95.4% | 20,260 | 75.4% | Oakridge | 243,200 | 130,481 | 141,800 | 108.7% | 162,080 | 87.5% |
| 31,524 | 37,561 | 119.2% | 45,520 | 82.5% | Total Rural Lane County Services | 546,300 | 308,013 | 353,164 | 114.7% | 364,160 | 97.0% |
| 16,075 | 12,475 | 77.6% | 21,670 | 57.6% | Mobility Management | 260,000 | 103,298 | 73,803 | 71.4% | 173,360 | 42.6% |
| - | 452 | N/A | 780 | 57.9% | Crucial Connections | 9,300 | 1,084 | 2,485 | 229.3% | 6,240 | 39.8% |
| 711 | 2,466 | 346.7% | 2,670 | 92.4% | Veterans Transportation | 32,000 | 7,699 | 9,980 | 129.6% | 21,360 | 46.7% |
| 4,722 | 4,514 | 95.6% | 9,330 | 48.4% | Lane County Coordination | 112,000 | 31,414 | 51,985 | 165.5% | 74,640 | 69.6% |
| 21,508 | 19,907 | 92.6% | 34,450 | 57.8% | Total Other Services | 413,300 | 143,495 | 138,253 | 96.3% | 275,600 | 50.2% |
| - | - | N/A | 14,000 | 0.0% | Transfer to Capital Projects Fund | 168,000 | - | - | N/A | 112,000 | 0.0% |
| - | - | N/A | 14,000 | 0.0% | Total Other Uses | 168,000 | - | - | N/A | 112,000 | 0.0% |
| 411,166 | 363,514 | 88.4% | 554,620 | 65.5% | Total Expenditures & Other Uses | 6,655,200 | 3,756,695 | 3,784,241 | 100.7% | 4,436,960 | 85.3% |

| | | | | | | | | | | | |
|------------------|--------------|--------------|----------------|----------------|-----------------------------------|-----------------|------------------|---------------|--------------|-----------------|---------------|
| (339,447) | 7,611 | -2.2% | (3,990) | -190.8% | Revenues less Expenditures | (47,900) | (718,359) | 31,146 | -4.3% | (31,920) | -97.6% |
|------------------|--------------|--------------|----------------|----------------|-----------------------------------|-----------------|------------------|---------------|--------------|-----------------|---------------|



Lane Transit District

Lane Transit District
Medicaid Fund
 Schedule of Revenues and Expenditures
February 28, 2015
 Unaudited

| February 1 - 28 | | | | | Revenues & Other Sources | | Year to Date Through February 28 | | | | |
|-----------------|--------------|---------|---------|----------|--|------------------|----------------------------------|------------------|---------------|------------------|---------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 452,847 | 677,650 | 149.6% | 552,400 | 122.7% | Medicaid Nonemergency Medical Transportation | 6,628,800 | 3,540,216 | 4,994,066 | 141.1% | 4,419,200 | 113.0% |
| 35,714 | 53,801 | 150.6% | 39,840 | 135.0% | Medicaid Waivered Transportation | 478,100 | 302,929 | 440,319 | 145.4% | 318,720 | 138.2% |
| 488,561 | 731,451 | 149.7% | 592,240 | 123.5% | Total Revenues | 7,106,900 | 3,843,145 | 5,434,385 | 141.4% | 4,737,920 | 114.7% |
| - | 16,103 | N/A | 14,330 | 112.4% | Transfer from General Fund | 172,000 | 75,082 | 89,287 | 118.9% | 114,640 | 77.9% |
| - | 16,103 | N/A | 14,330 | 112.4% | Total Other Sources | 172,000 | 75,082 | 89,287 | 118.9% | 114,640 | 77.9% |
| 488,561 | 747,554 | 153.0% | 606,570 | 123.2% | Total Revenues & Other Sources | 7,278,900 | 3,918,227 | 5,523,672 | 141.0% | 4,852,560 | 113.8% |

| February 1 - 28 | | | | | Expenditures & Other Uses | | Year to Date Through February 28 | | | | |
|-----------------|--------------|---------|---------|----------|--|------------------|----------------------------------|------------------|---------------|------------------|---------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 364,270 | 579,135 | 159.0% | 447,150 | 129.5% | Services | 5,365,700 | 2,793,449 | 4,150,746 | 148.6% | 3,577,200 | 116.0% |
| 6,004 | 7,027 | 117.0% | 13,880 | 50.6% | Mobility Management | 166,600 | 42,704 | 80,113 | 187.6% | 111,040 | 72.1% |
| 84,503 | 91,488 | 108.3% | 91,370 | 100.1% | Program Administration | 1,096,500 | 704,519 | 763,426 | 108.4% | 730,960 | 104.4% |
| 454,777 | 677,650 | 149.0% | 552,400 | 122.7% | Total Medicaid NEMT (Medical) | 6,628,800 | 3,540,672 | 4,994,285 | 141.1% | 4,419,200 | 113.0% |
| 30,542 | 50,989 | 166.9% | 36,660 | 139.1% | Services | 439,900 | 258,760 | 379,580 | 146.7% | 293,280 | 129.4% |
| 2,130 | 2,489 | 116.8% | 1,740 | 143.0% | Mobility Management | 20,900 | 14,694 | 25,229 | 171.7% | 13,920 | 181.2% |
| 459 | 308 | 67.1% | 490 | 62.8% | Program Administration | 5,900 | 4,058 | 2,752 | 67.8% | 3,920 | 70.2% |
| 15,027 | 16,119 | 107.3% | 15,280 | 105.5% | Grant Program Match Requirements | 183,400 | 130,953 | 122,045 | 93.2% | 122,240 | 99.8% |
| 48,158 | 69,905 | 145.2% | 54,170 | 129.0% | Total Medicaid Waivered (Non-Medical) | 650,100 | 408,465 | 529,606 | 129.7% | 433,360 | 122.2% |
| 502,935 | 747,555 | 148.6% | 606,570 | 123.2% | Total Expenditures & Other Uses | 7,278,900 | 3,949,137 | 5,523,891 | 139.9% | 4,852,560 | 113.8% |

| | | | | | | | | | | | |
|----------|-----|------|---|-----|----------------------------|---|----------|-------|------|---|-----|
| (14,374) | (1) | 0.0% | - | N/A | Revenues less Expenditures | - | (30,910) | (219) | 0.7% | - | N/A |
|----------|-----|------|---|-----|----------------------------|---|----------|-------|------|---|-----|



Lane Transit District

Lane Transit District
Capital Projects Fund
 Schedule of Revenues and Expenditures
February 28, 2015
 Unaudited

| February 1 - 28 | | | | | Revenues & Other Sources | | Year to Date Through February 28 | | | | |
|-----------------|----------------|--------------|------------------|-------------|---|--------------------|----------------------------------|-------------------|---------------|-------------------|--------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 790,450 | 676,534 | 85.6% | 7,159,500 | 9.4% | Federal Assistance | 85,913,900 | 4,793,829 | 8,036,890 | 167.7% | 57,276,000 | 14.0% |
| - | - | N/A | 1,100,000 | 0.0% | State Assistance | 13,200,000 | - | - | N/A | 8,800,000 | 0.0% |
| 790,450 | 676,534 | 85.6% | 8,259,500 | 8.2% | Total Revenues | 99,113,900 | 4,793,829 | 8,036,890 | 167.7% | 66,076,000 | 12.2% |
| - | - | N/A | - | N/A | Transfer from General Fund | 3,351,120 | 1,792,700 | 3,351,500 | 187.0% | 3,351,120 | 100.0% |
| - | - | N/A | 14,000 | 0.0% | Transfer from Accessible Services Fund | 168,000 | - | - | N/A | 112,000 | 0.0% |
| - | - | N/A | 14,000 | 0.0% | Total Other Sources | 3,519,120 | 1,792,700 | 3,351,500 | 187.0% | 3,463,120 | 96.8% |
| 790,450 | 676,534 | 85.6% | 8,273,500 | 8.2% | Total Revenues & Other Sources | 102,633,020 | 6,586,529 | 11,388,390 | 172.9% | 69,539,120 | 16.4% |

| February 1 - 28 | | | | | Expenditures & Other Uses | | Year to Date Through February 28 | | | | |
|------------------|----------------|---------------|------------------|--------------|--|--------------------|----------------------------------|-------------------|---------------|-------------------|--------------|
| Prior Year | Current Year | % Prior | Budget | % Budget | | Annual Budget | Prior Year | Current Year | % Prior | Budget | % Budget |
| 791,026 | 566,290 | 71.6% | 7,266,490 | 7.8% | West Eugene EmX Extension | 87,197,800 | 4,436,307 | 5,198,600 | 117.2% | 58,131,920 | 8.9% |
| 80,139 | - | 0.0% | 50,000 | 0.0% | Gateway EmX Extension | 600,000 | 207,572 | 10,371 | 5.0% | 400,000 | 2.6% |
| 2,698 | 19,940 | 739.1% | 59,680 | 33.4% | Main Street/McVay Transit Study | 716,100 | 46,168 | 454,632 | 984.7% | 477,440 | 95.2% |
| 1,912 | 6,348 | 332.0% | 53,170 | 11.9% | Northwest Eugene/LCC Transit Study | 638,000 | 2,417 | 43,811 | 1812.6% | 425,360 | 10.3% |
| 875,775 | 592,578 | 67.7% | 7,429,340 | 8.0% | Total Frequent Transit Network | 89,151,900 | 4,692,464 | 5,707,414 | 121.6% | 59,434,720 | 9.6% |
| 357 | 7,900 | 2212.8% | 1,066,660 | 0.7% | Revenue Vehicles - Fixed Route | 12,799,900 | 14,410 | 2,864,530 | 19878.1% | 8,533,280 | 33.6% |
| 412 | 26 | 6.2% | 70,000 | 0.0% | Revenue Vehicles - Accessible Services | 840,000 | 138,113 | 110,859 | 80.3% | 560,000 | 19.8% |
| 36,891 | - | 0.0% | 8,330 | 0.0% | Support Vehicles | 100,000 | 100,920 | - | 0.0% | 66,640 | 0.0% |
| 36,079 | 4,264 | 11.8% | 61,820 | 6.9% | Stations, Shelters & Facilities | 741,800 | 879,481 | 556,847 | 63.3% | 494,560 | 112.6% |
| 89,240 | 285,178 | 319.6% | 215,820 | 132.1% | Computer Hardware & Software | 2,589,900 | 513,147 | 913,266 | 178.0% | 1,726,560 | 52.9% |
| 1,579 | 749 | 47.4% | 31,290 | 2.4% | Intelligent Transportation Systems | 375,500 | 10,150 | 2,907 | 28.6% | 250,320 | 1.2% |
| 4,130 | - | 0.0% | 60,300 | 0.0% | Transit Security Projects | 723,600 | 13,922 | - | 0.0% | 482,400 | 0.0% |
| - | - | N/A | 54,480 | 0.0% | Communications Equipment | 653,800 | - | 38,081 | N/A | 435,840 | 8.7% |
| - | - | N/A | 2,500 | 0.0% | Shop Equipment | 30,000 | 14,864 | 75,440 | 507.5% | 20,000 | 377.2% |
| - | - | N/A | 11,670 | 0.0% | Miscellaneous Equipment | 140,000 | 4,644 | 5,103 | 109.9% | 93,360 | 5.5% |
| 168,688 | 298,117 | 176.7% | 1,582,870 | 18.8% | Total Other Capital Outlay | 18,994,500 | 1,689,651 | 4,567,033 | 270.3% | 12,662,960 | 36.1% |
| 1,044,463 | 890,695 | 85.3% | 9,012,210 | 9.9% | Total Expenditures & Other Uses | 108,146,400 | 6,382,115 | 10,274,447 | 161.0% | 72,097,680 | 14.3% |

| | | | | | | | | | | | |
|------------------|------------------|--------------|------------------|--------------|-----------------------------------|--------------------|----------------|------------------|---------------|--------------------|---------------|
| (254,013) | (214,161) | 84.3% | (738,710) | 29.0% | Revenues less Expenditures | (5,513,380) | 204,414 | 1,113,942 | 544.9% | (2,558,560) | -43.5% |
|------------------|------------------|--------------|------------------|--------------|-----------------------------------|--------------------|----------------|------------------|---------------|--------------------|---------------|

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

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. On a quarterly basis, staff will present a review of key metrics that are trending in the performance report.

ATTACHMENTS:

- 1) March 2015 Performance Report
- 2) February 2015 RideSource Activity and Productivity reports
The January 2015 RideSource Activity and Productivity Report will be handed out at the April 15 Board meeting.

PROPOSED MOTION: None

Q:\Reference\Board Packet\2015\4\April 15 Reg Board Mtg\performance summary.docx

LANE TRANSIT DISTRICT
March 2015 Performance Report
10-April-2015

| Performance Measure | Prior | | | Current | | | Previous | | |
|-------------------------------------|---------------|--------------|----------|---------------|----------------|----------|------------------|----------------|----------|
| | Current Month | Year's Month | % Change | Current Y-T-D | Previous Y-T-D | % Change | Current 12 Month | Prior 12 Month | % Change |
| Fixed Route Service | | | | | | | | | |
| Passenger Boardings | 885,782 | 944,528 | - 6.2% | 8,008,566 | 8,247,419 | - 2.9% | 10,954,001 | 11,258,856 | - 2.7% |
| Mobility Assisted Riders | 13,029 | 11,686 | + 11.5% | 117,397 | 100,302 | + 17.0% | 157,115 | 137,300 | + 14.4% |
| <u>Average Passenger Boardings:</u> | | | | | | | | | |
| Weekday | 34,947 | 37,862 | - 7.7% | 35,607 | 36,671 | - 2.9% | 36,645 | 37,673 | - 2.7% |
| Saturday | 16,986 | 19,470 | - 12.8% | 20,201 | 20,993 | - 3.8% | 20,209 | 20,816 | - 2.9% |
| Sunday | 9,802 | 10,417 | - 5.9% | 10,146 | 10,335 | - 1.8% | 10,197 | 10,313 | - 1.1% |
| Monthly Revenue Hours | 22,101 | 21,363 | + 3.5% | 190,383 | 184,965 | + 2.9% | 253,590 | 247,781 | + 2.3% |
| Boardings Per Revenue Hour | 40.1 | 44.2 | - 9.4% | 42.07 | 44.59 | - 5.7% | 43.20 | 45.44 | - 4.9% |
| Weekly Revenue Hours | 5,029 | 4,948 | + 1.6% | 4,884 | 4,812 | + 1.5% | 4,893 | 4,831 | + 1.3% |
| Weekdays | 22 | 21 | | 191 | 191 | | 255 | 255 | |
| Saturdays | 4 | 5 | | 39 | 39 | | 52 | 52 | |
| Sundays | 5 | 5 | | 42 | 39 | | 55 | 52 | |

Passenger Revenues & Sales

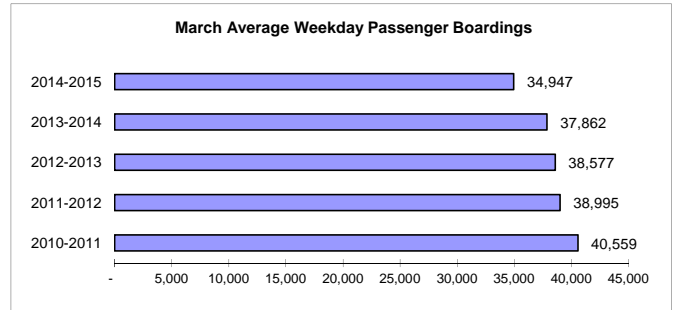
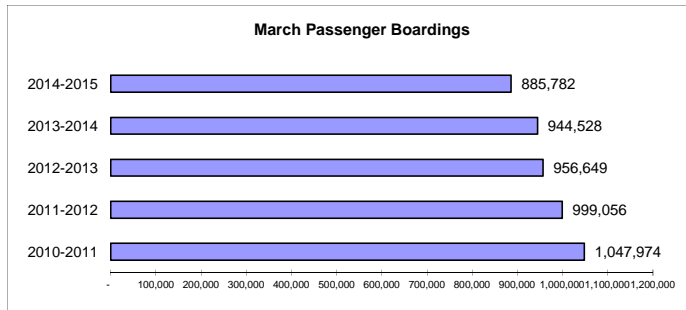
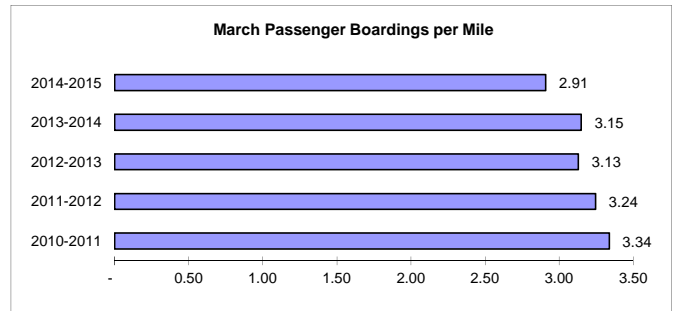
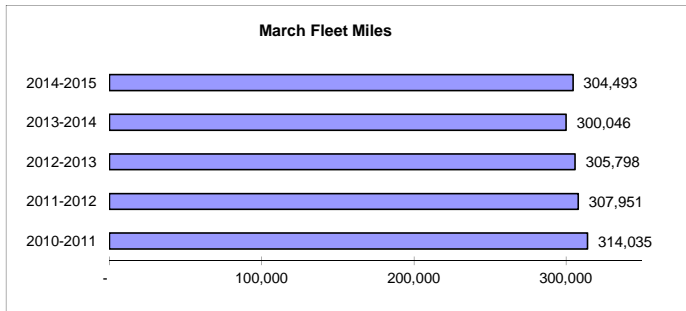
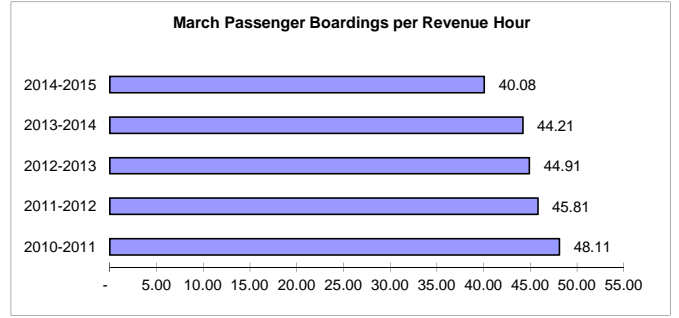
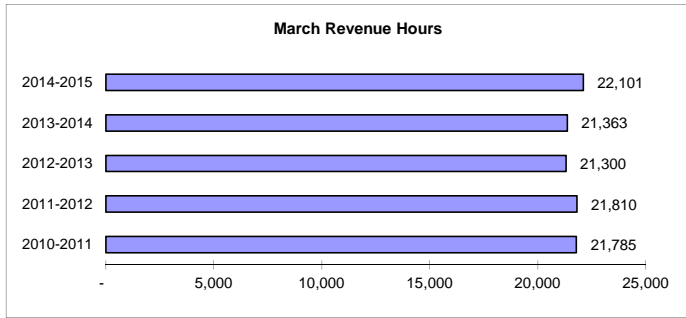
Passenger revenues and sales information will be updated when the March 2015 financial reports are presented to the Board of Directors in the May 2015 board packet.

Fleet Services

| | | | | | | | | | |
|----------------------------------|-----------|-----------|---------|-------------|-------------|---------|-------------|-------------|---------|
| Fleet Miles | 304,493 | 300,046 | + 1.5% | 2,659,604 | 2,646,292 | + 0.5% | 3,548,176 | 3,537,966 | + 0.3% |
| Average Passenger Boardings/Mile | 2.91 | 3.15 | - 7.6% | 3.01 | 3.12 | - 3.4% | 3.09 | 3.18 | - 3.0% |
| Fuel Cost | \$166,126 | \$257,613 | - 35.5% | \$1,876,561 | \$2,264,582 | - 17.1% | \$2,641,296 | \$3,016,909 | - 12.5% |
| Fuel Cost Per Mile | \$0.546 | \$0.859 | - 36.5% | \$0.706 | \$0.856 | - 17.5% | \$0.744 | \$0.853 | - 12.7% |
| Repair Costs | \$285,617 | \$237,653 | + 20.2% | \$2,065,483 | \$1,857,582 | + 11.2% | \$2,679,055 | \$2,485,429 | + 7.8% |
| Total Repair Cost Per Mile | \$0.938 | \$0.792 | + 18.4% | \$0.777 | \$0.702 | + 10.6% | \$0.755 | \$0.703 | + 7.5% |
| Preventive Maintenance Costs | \$43,410 | \$39,002 | + 11.3% | \$300,347 | \$323,427 | - 7.1% | \$407,272 | \$444,000 | - 8.3% |
| Total PM Cost Per Mile | \$0.143 | \$0.130 | + 9.7% | \$0.113 | \$0.122 | - 7.6% | \$0.115 | \$0.125 | - 8.5% |
| Mechanical Road Calls | 39 | 53 | - 26.4% | 419 | 479 | - 12.5% | 577 | 643 | - 10.3% |
| Miles/Mech. Road Call | 7,808 | 5,661 | + 37.9% | 6,348 | 5,525 | + 14.9% | 6,149 | 5,502 | + 11.8% |

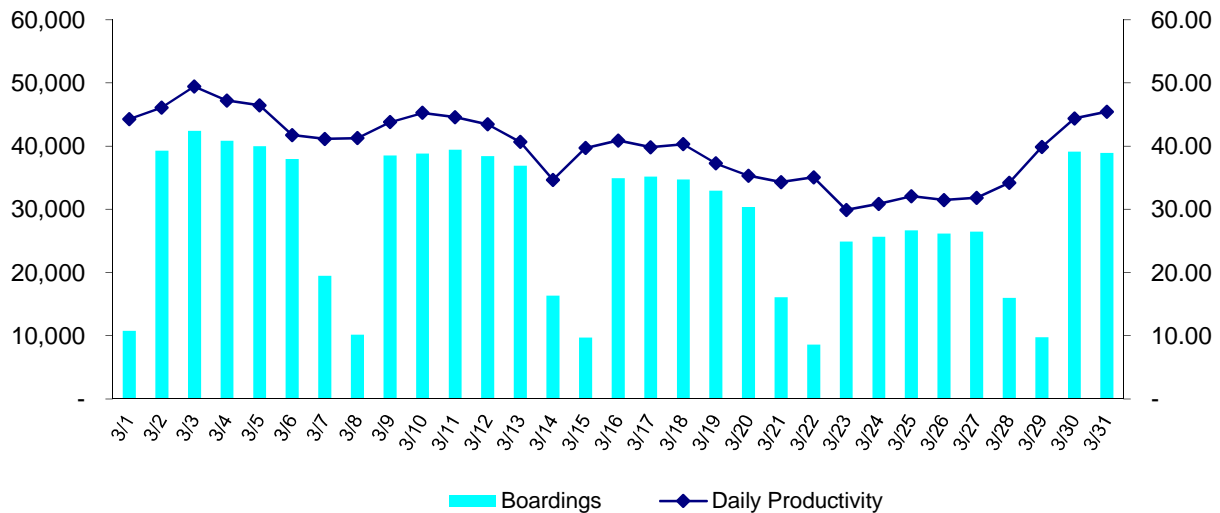
Special Mobility Service

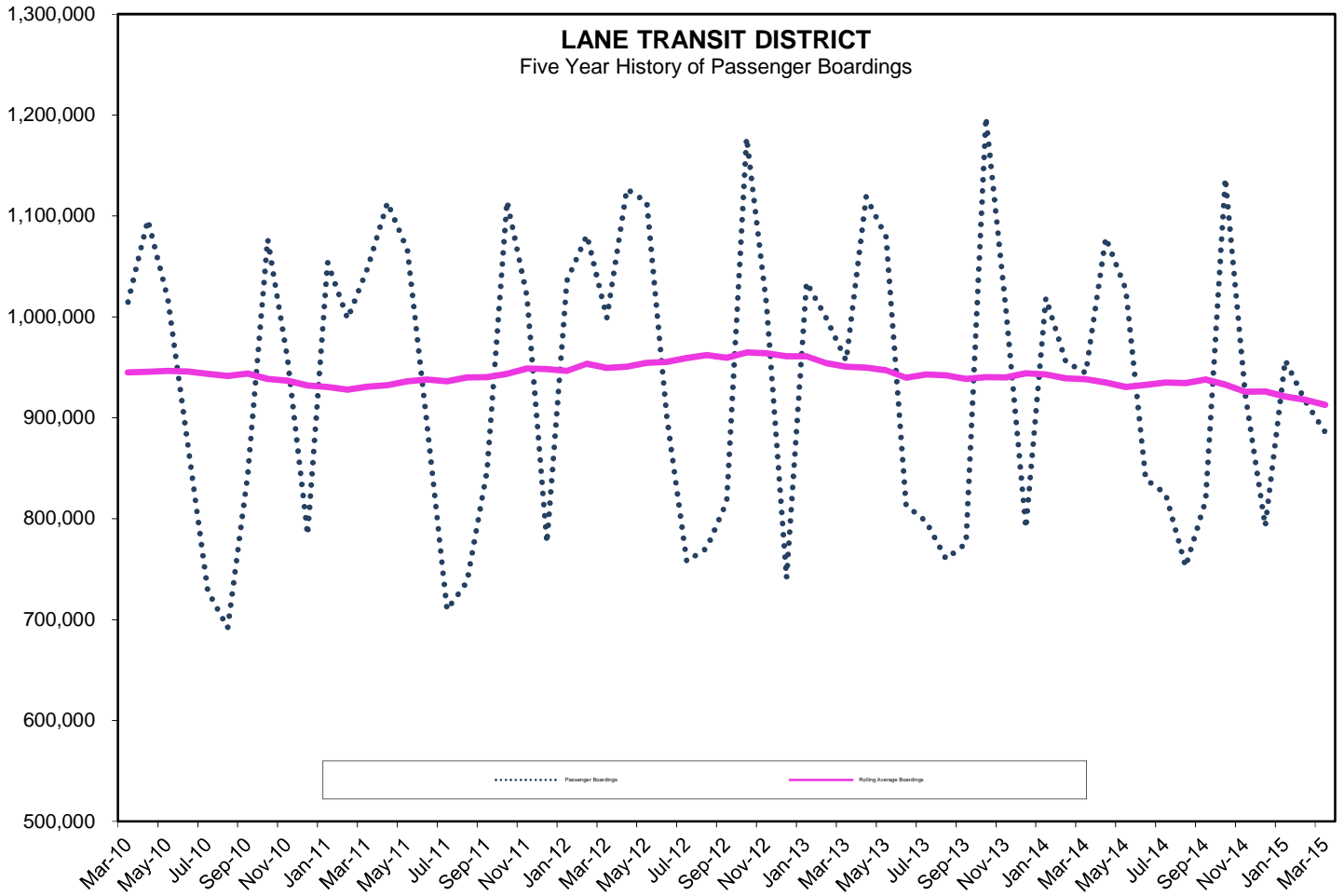
| | | | | | | | | | |
|---------------------|--------|--------|---------|---------|---------|--------|---------|---------|--------|
| SMS Rides | 16,867 | 16,223 | + 4.0% | 144,259 | 139,764 | + 3.2% | 198,500 | 187,781 | + 5.7% |
| SMS Ride Refusals | - | - | + 0.0% | - | - | + 0.0% | - | - | + 0.0% |
| RideSource | 7,342 | 6,662 | + 10.2% | 64,954 | 62,196 | + 4.4% | 87,398 | 83,228 | + 5.0% |
| RideSource Refusals | - | - | + 0.0% | - | - | + 0.0% | - | - | + 0.0% |



Daily Ridership Recap March 2015

| Date | Day | Service | Boardings | Mobility | Revenue | Daily |
|---------------|-----------|----------|----------------|--------------------|---------------|--------------|
| | | | | Assisted Boardings | Hours | Productivity |
| 3/1/2015 | Sunday | Sunday | 10,766 | 175 | 243 | 44.30 |
| 3/2/2015 | Monday | Weekday | 39,291 | 481 | 852 | 46.12 |
| 3/3/2015 | Tuesday | Weekday | 42,436 | 687 | 858 | 49.46 |
| 3/4/2015 | Wednesday | Weekday | 40,865 | 521 | 865 | 47.24 |
| 3/5/2015 | Thursday | Weekday | 39,999 | 580 | 861 | 46.46 |
| 3/6/2015 | Friday | Weekday | 37,962 | 589 | 909 | 41.76 |
| 3/7/2015 | Saturday | Saturday | 19,512 | 403 | 474 | 41.16 |
| 3/8/2015 | Sunday | Sunday | 10,154 | 159 | 246 | 41.28 |
| 3/9/2015 | Monday | Weekday | 38,509 | 619 | 879 | 43.81 |
| 3/10/2015 | Tuesday | Weekday | 38,851 | 530 | 858 | 45.28 |
| 3/11/2015 | Wednesday | Weekday | 39,423 | 423 | 884 | 44.60 |
| 3/12/2015 | Thursday | Weekday | 38,416 | 512 | 884 | 43.46 |
| 3/13/2015 | Friday | Weekday | 36,883 | 461 | 907 | 40.66 |
| 3/14/2015 | Saturday | Saturday | 16,364 | 253 | 472 | 34.67 |
| 3/15/2015 | Sunday | Sunday | 9,728 | 205 | 245 | 39.71 |
| 3/16/2015 | Monday | Weekday | 34,943 | 548 | 854 | 40.92 |
| 3/17/2015 | Tuesday | Weekday | 35,206 | 484 | 884 | 39.83 |
| 3/18/2015 | Wednesday | Weekday | 34,718 | 479 | 861 | 40.32 |
| 3/19/2015 | Thursday | Weekday | 32,957 | 492 | 884 | 37.28 |
| 3/20/2015 | Friday | Weekday | 30,361 | 432 | 859 | 35.34 |
| 3/21/2015 | Saturday | Saturday | 16,087 | 337 | 469 | 34.30 |
| 3/22/2015 | Sunday | Sunday | 8,592 | 168 | 245 | 35.07 |
| 3/23/2015 | Monday | Weekday | 24,902 | 338 | 832 | 29.93 |
| 3/24/2015 | Tuesday | Weekday | 25,670 | 426 | 831 | 30.89 |
| 3/25/2015 | Wednesday | Weekday | 26,681 | 453 | 831 | 32.11 |
| 3/26/2015 | Thursday | Weekday | 26,185 | 446 | 832 | 31.47 |
| 3/27/2015 | Friday | Weekday | 26,501 | 432 | 832 | 31.85 |
| 3/28/2015 | Saturday | Saturday | 15,982 | 284 | 467 | 34.22 |
| 3/29/2015 | Sunday | Sunday | 9,770 | 227 | 245 | 39.88 |
| 3/30/2015 | Monday | Weekday | 39,155 | 478 | 882 | 44.39 |
| 3/31/2015 | Tuesday | Weekday | 38,913 | 407 | 856 | 45.46 |
| Totals | | | 885,782 | 13,029 | 22,101 | 40.08 |





| February-15 | Current Month | Prior Year's Month | % Change | Current YTD | Previous YTD | % Change | Current 12 Month | Prior 12 Month | % Change |
|---------------------------------|---------------|--------------------|----------|-------------|--------------|----------|------------------|----------------|----------|
| RideSource Ridership | 15,622 | 14,568 | 7.2% | 130,703 | 122,877 | 6.4% | 197,802 | 187,441 | 5.5% |
| RideSource(All Modes) | 13,163 | 12,652 | 4.0% | 110,272 | 105,810 | 4.2% | 167,719 | 160,921 | 4.2% |
| Shopper | 626 | 459 | 36.4% | 4,629 | 4,318 | 7.2% | 6,828 | 6,534 | 4.5% |
| Escort Volunteers-Metro | 1,070 | 821 | 30.3% | 9,663 | 7,445 | 29.8% | 14,646 | 11,270 | 30.0% |
| Escort Volunteers-Rural | 763 | 636 | 20.0% | 6,139 | 5,304 | 15.7% | 8,609 | 8,716 | -1.2% |
| RideSource Cost per Ride | \$ 22.45 | \$ 24.06 | -6.7% | \$ 23.35 | \$ 24.47 | -4.6% | \$ 23.47 | \$ 24.23 | -3.1% |
| RideSource(All Modes) | \$ 25.51 | \$ 26.73 | -4.6% | \$ 26.53 | \$ 27.30 | -2.8% | \$ 26.56 | \$ 27.11 | -2.0% |
| RideSource Shopper | \$ 11.04 | \$ 14.65 | -24.7% | \$ 13.09 | \$ 14.10 | -7.1% | \$ 13.34 | \$ 13.94 | -4.3% |
| RideSource Escort | \$ 4.33 | \$ 3.91 | 10.7% | \$ 4.12 | \$ 4.49 | -8.2% | \$ 4.16 | \$ 4.41 | -5.6% |
| Ride Reservations | 14,608 | 14,534 | 0.5% | 121,795 | 118,091 | 3.1% | 185,146 | 177,587 | 4.3% |
| Cancelled Number | 1,446 | 2,090 | -30.8% | 11,828 | 12,803 | -7.6% | 17,469 | 17,606 | -0.8% |
| Cancelled % of Total | 9.90% | 14.38% | | 9.71% | 10.84% | | 9.44% | 9.91% | |
| No-Show Number | 120 | 102 | 17.6% | 1068 | 990 | 7.9% | 1,549 | 1,581 | -2.0% |
| No-Show % of Total | 0.82% | 0.70% | | 0.88% | 0.84% | | 0.84% | 0.89% | |
| Ride Refusals Number | 0 | 0 | #DIV/0! | 0 | 2 | -100.0% | 0 | 3 | -100.0% |
| Ride Refusals % of Total | 0.00% | 0.00% | | 0.00% | 0.00% | | 0.00% | 0.00% | |
| Service Hours | 7,643 | 7,484 | 2.1% | 62,806 | 63,698 | -1.4% | 96,279 | 95,532 | 0.8% |
| Agency Staff | 7,527 | 7,367 | 2.2% | 61,785 | 62,651 | -1.4% | 94,742 | 93,839 | 1.0% |
| Agency SMS Volunteer | 116 | 117 | -0.9% | 1,021 | 1,047 | -2.5% | 1,537 | 1,693 | -9.2% |
| Avg. Trips/Service Hr. | 1.80 | 1.75 | 2.9% | 1.83 | 1.73 | 5.8% | 1.81 | 1.75 | 3.4% |
| RideSource System Miles | 95,173 | 91,809 | 3.7% | 793,140 | 783,998 | 1.2% | 1,211,699 | 1,183,905 | 2.3% |
| Avg. Miles/Trip | 6.90 | 7.00 | -1.4% | 6.90 | 7.12 | -3.0% | 6.94 | 7.07 | -1.8% |
| Miles/Vehicle Hour | 12.45 | 12.27 | 1.5% | 12.63 | 12.31 | 2.6% | 12.59 | 12.39 | 1.6% |
| On-Time Performance % | 86.6% | 86.9% | -0.3% | 83.3% | 88.7% | -6.1% | 85.0% | 88.7% | -4.1% |
| Sample | 12,049 | 11,099 | | 100,084 | 94,064 | | 151,817 | 143,217 | |
| On-Time | 10,431 | 9,642 | | 83,374 | 83,471 | | 129,037 | 126,973 | |

- 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.

| <u>February-15</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> |
|--------------------|----------------------|---------------------------|-----------------|--------------------|---------------------|-----------------|-------------------------|-----------------------|-----------------|
|--------------------|----------------------|---------------------------|-----------------|--------------------|---------------------|-----------------|-------------------------|-----------------------|-----------------|

- 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.

Productivity Cost Model

FY 2015

February-15

| | Current Month | Last Yr Curr Month | Curr YTD | Last Yr YTD | Curr 12 Months | Last Yr 12 months |
|---------------------------|----------------|--------------------|------------------|------------------|------------------|-------------------|
| Total Cost per Cost Model | 434,032 | 419,703 | 3,751,707 | 3,579,628 | 5,665,850 | 5,332,115 |
| Less Brokerage | 82,905 | 68,697 | 692,826 | 569,344 | 1,011,601 | 784,104 |
| Less Oakridge | 491 | 439 | 7,536 | 3,558 | 11,249 | 6,252 |
| RS Total | 350,636 | 350,567 | 3,051,345 | 3,006,726 | 4,643,000 | 4,541,759 |
| Less Shopper | 6,910 | 6,725 | 60,608 | 60,868 | 91,098 | 91,077 |
| Less Vol Escort | 7,935 | 5,697 | 65,071 | 57,216 | 96,774 | 88,128 |
| RS All Modes | 335,791 | 338,145 | 2,925,666 | 2,888,642 | 4,455,128 | 4,362,554 |

AGENDA ITEM SUMMARY

DATE: April 15, 2015

ITEM TITLE: MONTHLY GRANT REPORT

PREPARED BY: Todd Lipkin, Finance Manager/CFO

ACTION REQUESTED: None. Information Only.

BACKGROUND:

To align with the new financial reporting program, the February 2015 grant report follows this summary. The report contains financial data for all Federal Transit Administration (FTA) and Oregon Department of Transportation (ODOT) *ConnectOregon* 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.

Federal Transit Administration TEAM Grant Applications

Four grant applications/amendments have been drafted for FTA review. Following are the details and current status of each application/amendment:

- OR-16-X045 5310 - Elderly Persons & Persons with Disabilities (5310) - \$474,358 (\$592,948 total project)

| Project | Federal | Total |
|--------------------------------|-----------|-----------|
| 6 Accessible Services Vehicles | \$474,358 | \$592,948 |

Application Status: Initial review comments were received from the FTA on January 25, 2015. LTD responded to the initial review comments and updated the Project Management Plan (PMP) as requested. Staff is working with FTA to make final revisions to the PMP and the grant application to prepare it for submittal.

- OR-95-X055-02 – Surface Transportation Program (STP) – \$901,992 (\$1,005,229 total project)

| Project | Federal | Total |
|-----------------------|-----------|-----------|
| Point2point Program | \$407,676 | \$454,336 |
| SmartTrips | \$372,803 | \$415,472 |
| Safe Routes to School | \$121,513 | \$135,421 |

Amendment Status: The FTA was notified on December 29, 2014, that a draft application was ready for their initial review; staff is awaiting FTA review and feedback. A Surface Transportation Program (STP) transfer request was submitted to the Oregon Department of Transportation (ODOT) on

February 26, 2015, to transfer the STP funds from the Federal Highway Administration (FHWA) to the FTA. These transfers usually take six to eight weeks, then the application should be submitted.

- OR-90-X179-01 – Urbanized Area Formula Funds (5307) – \$1,628,000 (\$2,035,000 total project)

| Project | Federal | Total |
|-------------------------------|----------------|--------------|
| Computer Software | \$120,000 | \$150,000 |
| Facilities Improvements | \$107,200 | \$134,000 |
| Security Cameras/Improvements | \$16,280 | \$20,350 |
| Preventive Maintenance | \$1,384,520 | \$1,730,650 |

Amendment Status: A draft application was submitted to the FTA on February 4, 2015; staff responded to initial review comments on February 18, 2015. LTD is waiting for FTA to complete the next round of review.

- OR-03-0127 – Small Starts (5309) – \$74,999,999 (\$93,750,000 total project)

| Project | Federal | Total |
|---------------------------|----------------|--------------|
| West Eugene EmX Extension | \$74,999,999 | \$93,750,000 |

Application Status: The application was updated to include the 2015 apportionment of \$50,576,520. This is the final federal apportionment needed to complete the funding of the project. The draft application has been updated to include the full federal funding and applicable match. The grant agreement with the Oregon Department of Administrative Services for the final \$12 million in lottery bonds has been executed. The transfer of funds to LTD’s account is expected by the end of April 2015.

ATTACHMENT: February 2015 Grant Report

PROPOSED MOTION: None

\\ltd-glnfas2\workgroup\Reference\Board Packet\2015\4\April 15 Reg Board Mtg\Grant report summary.docx



| 30136 ODOT - ODOT ConnectOregon | Current Month Expenditures | Grant Totals (Including Match) | | |
|----------------------------------|----------------------------|--------------------------------|--------------|--------------|
| | | Budget | Expenditures | Balance |
| City of Eugene Pedestrian Bridge | - | 1,543,306.00 | - | 1,543,306.00 |
| WEEE Pedestrian Bridges | - | 2,040,000.00 | - | 2,040,000.00 |
| | - | 3,583,306.00 | - | |

| 30139 ODOT - ODOT ConnectOregon | Current Month Expenditures | Grant Totals (Including Match) | | |
|---------------------------------|----------------------------|--------------------------------|--------------|------------|
| | | Budget | Expenditures | Balance |
| Franklin Transit Stations | 57.00 | 648,000.00 | 57.00 | 647,943.00 |

| 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 | 855,285.99 | (111,582.60) |
| 14.04.40 Sitework & Special Conditions | - | 11,241,013.34 | 10,894,235.61 | 346,777.73 |
| 14.05.50 Systems | - | 2,229,930.78 | 1,909,072.09 | 320,858.69 |
| 14.06.60 ROW, Land, Existing Improvements | - | 1,929,027.42 | 1,503,670.42 | 425,357.00 |
| 14.08.80 Professional Services | - | 7,721,200.00 | 8,467,868.82 | (746,668.82) |
| 14.09.90 Unallocated Contingency | - | 1,088,113.00 | - | 1,088,113.00 |
| | - | 30,808,867.00 | 28,583,677.65 | 2,225,189.35 |

| 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 | 385,788.03 | 24,211.97 |
| | - | 1,250,000.00 | 1,225,788.03 | 24,211.97 |

| OR-04-0038 - FTA 5309 Bus and Bus Facilities | Current Month Expenditures | Grant Totals (Including Match) | | |
|--|----------------------------|--------------------------------|--------------|--------------|
| | | Budget | Expenditures | Balance |
| 11.12.01 Hybrid Electric 40' Buses | - | 3,875,000.00 | 494.49 | 3,874,505.51 |
| 11.12.06 Hybrid Electric Articulated Buses | 7,900.00 | 3,000,000.00 | 2,935,772.27 | 64,227.73 |
| | 7,900.00 | 6,875,000.00 | 2,936,266.76 | 3,938,733.24 |

| OR-04-0041 - FTA 5309 VTCLI | Current Month Expenditures | Grant Totals (Including Match) | | |
|---------------------------------------|----------------------------|--------------------------------|--------------|------------|
| | | Budget | Expenditures | Balance |
| 11.42.08 Call Center Software | 56,499.00 | 1,062,000.00 | 413,069.76 | 648,930.24 |
| 11.62.02 Call Center Telephone System | 182,624.00 | 298,000.00 | 203,270.73 | 94,729.27 |
| | 239,123.00 | 1,360,000.00 | 616,340.49 | 743,659.51 |

| OR-37-X016 - FTA 5316 Job Access/Reverse Commute | Current Month Expenditures | Grant Totals (Including Match) | | |
|--|----------------------------|--------------------------------|--------------|---------|
| | | Budget | Expenditures | Balance |
| 11.7L.00 Mobility Management-Assessments | - | 504,570.00 | 504,570.00 | - |
| 11.7L.00 Mobility Mgmt | - | 425,803.00 | 425,803.00 | - |
| 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 |
| | - | 1,311,695.00 | 1,311,694.70 | 0.30 |



| OR-37-X024 - FTA 5316 Job Access/Reverse Commute | Current Month Expenditures | Grant Totals (Including Match) | | |
|--|----------------------------|--------------------------------|--------------|---------|
| | | Budget | Expenditures | Balance |

| | | | | |
|------------------------------|-----------|------------|-----------|------------|
| 11.7L.00 Mobility Management | 19,861.00 | 214,774.00 | 62,635.28 | 152,138.72 |
|------------------------------|-----------|------------|-----------|------------|

| OR-39-0007 - FTA 5339 Alternatives Analysis Program | Current Month Expenditures | Grant Totals (Including Match) | | |
|---|----------------------------|--------------------------------|--------------|---------|
| | | Budget | Expenditures | Balance |

| | | | | |
|---------------------------------------|-----------|------------|------------|------------|
| 44.23.02 Main St/McVay Planning Study | 19,941.00 | 937,500.00 | 689,815.68 | 247,684.32 |
|---------------------------------------|-----------|------------|------------|------------|

| OR-57-X012 - FTA 5317 New Freedom | Current Month Expenditures | Grant Totals (Including Match) | | |
|-----------------------------------|----------------------------|--------------------------------|--------------|---------|
| | | Budget | Expenditures | Balance |

| | | | | |
|--|---|------------|-----------|-----------|
| 11.7L.00 Mobility Management-Assessments | - | 97,026.00 | 531.00 | 96,495.00 |
| 11.7L.00 Transportation Assessments | - | 96,528.00 | 96,528.00 | - |
| | - | 193,554.00 | 97,059.00 | 96,495.00 |

| OR-57-X014 - FTA 5317 New Freedom | Current Month Expenditures | Grant Totals (Including Match) | | |
|-----------------------------------|----------------------------|--------------------------------|--------------|---------|
| | | Budget | Expenditures | Balance |

| | | | | |
|------------------------------|---|-----------|---|-----------|
| 11.7L.00 Mobility Management | - | 98,155.00 | - | 98,155.00 |
|------------------------------|---|-----------|---|-----------|

| 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 | 16,893.00 | 1,460,900.00 | 1,458,396.44 | 2,503.56 |
| 11.42.08 Software | - | 480,000.00 | 480,000.00 | - |
| 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 | 175,000.00 | - |
| 11.43.03 Improvements | - | 400,000.00 | 400,000.00 | - |
| 11.43.03 Maintenance Facility Remodel | - | 1,475,289.00 | 1,475,288.81 | 0.19 |
| 11.62.20 Communications Equipment | - | 50,000.00 | 50,000.00 | - |
| 11.71.12 Vanpools | - | 166,302.00 | 166,302.00 | - |
| 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 | - |
| 11.93.02 Shelters | - | 56,080.00 | 56,080.00 | - |
| 11.93.02 Pavilion Station | - | 122,411.00 | 122,411.00 | - |
| | 16,893.00 | 18,533,939.00 | 18,531,436.15 | 2,502.85 |



| OR-90-X161 - FTA 5307 Urbanized Area Formula Funds | Current Month Expenditures | Grant Totals (Including Match) | | |
|--|----------------------------|--------------------------------|---------------|----------|
| | | Budget | Expenditures | Balance |
| 11.42.08 Software | - | 500,000.00 | 500,000.00 | - |
| 11.42.09 (01) Security Improvements | - | 150,000.00 | 146,662.39 | 3,337.61 |
| 11.42.09 Security Improvements | - | 91,250.00 | 91,250.00 | - |
| 11.42.11 Support Vehicles | - | 60,000.00 | 60,000.00 | - |
| 11.42.20 Miscellaneous equipment | - | 100,000.00 | 100,000.00 | - |
| 11.43.03 Improvements | - | 600,000.00 | 600,000.00 | - |
| 11.71.12 Vanpools | - | 102,125.00 | 102,125.00 | - |
| 11.7A.00 Prevent_Maint_2 | - | 4,626,638.00 | 4,626,638.00 | - |
| 11.7A.00 Preventive Maintenance | - | 7,500,000.00 | 7,500,000.00 | - |
| 11.92.02 Shelters | - | 134,176.00 | 134,176.00 | - |
| | - | 13,864,189.00 | 13,860,851.39 | 3,337.61 |

| OR-90-X179 - FTA 5307 Urbanized Area Formula Funds | Current Month Expenditures | Grant Totals (Including Match) | | |
|--|----------------------------|--------------------------------|--------------|--------------|
| | | Budget | Expenditures | Balance |
| 11.33.02 Pavilion Station | - | 196,800.00 | 196,800.00 | - |
| 11.42.07 Hardware | - | 300,000.00 | - | 300,000.00 |
| 11.42.08 Software | - | 289,200.00 | 293,625.00 | (4,425.00) |
| 11.42.08 Software_01 | - | 150,000.00 | - | 150,000.00 |
| 11.42.09 Security Improvements | - | 431,600.00 | - | 431,600.00 |
| 11.42.09 Security_01 | - | 431,600.00 | - | 431,600.00 |
| 11.42.11 Support Vehicles | - | 144,500.00 | 161,475.94 | (16,975.94) |
| 11.42.20 Miscellaneous equipment | 24.00 | 105,100.00 | 32,094.76 | 73,005.24 |
| 11.43.03 Improvements | - | 230,200.00 | 230,333.86 | (133.86) |
| 11.43.03 Improvements_01 | - | 134,000.00 | - | 134,000.00 |
| 11.7A.00 Preventive Maintenance 13-14 | - | 1,900,000.00 | 1,900,000.00 | - |
| 11.7A.00 Preventive Maintenance 14-15 | - | 1,211,583.00 | 1,211,583.00 | - |
| 11.7A.00 Preventive Maintenance_14-15_01 | - | 1,730,650.00 | 1,730,650.00 | - |
| 11.92.02 Shelters | - | 74,818.00 | 1,820.41 | 72,997.59 |
| | 24.00 | 7,330,051.00 | 5,758,382.97 | 1,571,668.03 |

| 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 | 2,015,800.18 | 324,553.82 |
| 11.7F.00 Gateway SmartTrips | - | 100,301.00 | 100,301.00 | - |
| | - | 2,440,655.00 | 2,116,101.18 | 324,553.82 |

| OR-95-X035 - Federal Surface Transportation Program | Current Month Expenditures | Grant Totals (Including Match) | | |
|---|----------------------------|--------------------------------|--------------|-----------|
| | | Budget | Expenditures | Balance |
| 11.72.11 Rideshare | - | 358,633.71 | 358,633.71 | - |
| 11.72.11 Safe Routes to School | 272.00 | 83,584.00 | 34,746.41 | 48,837.59 |
| 11.72.11_Rideshare_Bike_Sharing | - | 3,596.95 | 3,596.95 | - |
| 11.72.11_Rideshare_Carpool | - | 922.03 | 922.03 | - |
| 11.72.11_Rideshare_CMP | - | 905.57 | 905.57 | - |
| 11.72.11_Rideshare_ETC | - | 5,956.88 | 5,956.88 | - |
| 11.72.11_Rideshare_Group Pass | - | 35,212.82 | 35,212.82 | - |
| 11.72.11_Rideshare_Park and Ride | - | 1,872.04 | 1,872.04 | - |
| 11.7A.00 Preventive Maintenance | - | 557,227.00 | 557,227.00 | - |
| | 272.00 | 1,047,911.00 | 999,073.41 | 48,837.59 |



| OR-95-X055 - Federal Surface Transportation Program | Current Month Expenditures | Grant Totals (Including Match) | | |
|---|----------------------------|--------------------------------|---------------------|---------------------|
| | | Budget | Expenditures | Balance |
| 11.12.01 Hybrid 40' Bus Replacement_01 | - | 1,878,998.00 | - | 1,878,998.00 |
| 11.33.02 Pavilion Station Construction_01 | - | 445,782.00 | 445,782.00 | - |
| 11.7A.00 Preventive Maintenance | - | 557,227.00 | 557,227.00 | - |
| 11.7L.00 Rideshare_00 | - | 441,436.00 | 441,436.00 | - |
| 11.7L.00 Rideshare_01 | - | 453,694.00 | 453,694.00 | - |
| 11.7L.00 Safe Routes-School Districts_00 | - | 129,834.00 | 129,834.00 | - |
| 11.7L.00 Safe Routes-School Districts_01 | - | 135,421.00 | 40,670.78 | 94,750.22 |
| 11.7L.00 SmartTrips 2 | 1,396.00 | 384,487.00 | 376,046.84 | 8,440.16 |
| 44.23.02 Bike Parking Study | - | 100,301.00 | 100,301.00 | - |
| 44.23.02 Bike Share Study_01 | 144.00 | 111,445.00 | 90,253.78 | 21,191.22 |
| 44.23.02 NW Eugene-LCC Transit Corridor Plan_01 | 6,347.00 | 651,711.00 | 54,249.19 | 597,461.81 |
| | <u>7,887.00</u> | <u>5,290,336.00</u> | <u>2,689,494.59</u> | <u>2,600,841.41</u> |

AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: MONTHLY 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 2015

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MONTHLY DEPARTMENT REPORTS

April 15, 2015

Government Relations

Edward McGlone, Government Relations Manager

- Little has changed in the legislature since the March Board meeting. HB 2639, the youth transit pass bill, remains in committee; however, the chair has suggested that she is willing to send the bill to the Joint Ways and Means budget writing committee.
- The legislature is moving forward on a paid sick leave proposal. The current bill includes an exemption for contracts negotiated under collective bargaining and would also preempt local ordinances, nullifying the City of Eugene's sick leave ordinance.
- Congress continues to make little progress on a transportation reauthorization. Current scuttlebutt suggests a short-term reauthorization is likely in May and could extend until the fall. Chair of the House Transportation and Infrastructure Committee, Congressman Bill Schuster, has called for Congress to draft a reauthorization bill as soon as possible after their return from Easter recess.

Customer Services and Planning

Andy Vobora, Director of Customer Services and Planning

ACCESSIBLE AND CUSTOMER SERVICES

Cosette Rees, Accessible and Customer Services Manager

Customer Service welcomes a new Customer Service Representative, George Zakhary. LTD received approximately 300 applicants for the position. George brings a personable nature; helpful and enthusiastic attitude; and, most importantly, a commitment to serving LTD's customers.

FACILITIES

Joe McCormack, Facilities Manager

West Eugene EmX

Roadwork on Charnelton Street between 6th and 11th avenues has progressed on schedule despite a number of hidden utility surprises. There have been no significant traffic impacts, and we continue to work closely with adjacent businesses. Roadwork will continue on Charnelton and should be wrapping up towards the end of April. Significant roadwork beginning near 7th Avenue at Garfield

Street began the week of April 6. Preparation for roadwork on 11th Avenue will continue with property acquisition and utility relocation through the spring and summer months.

Project Coordinator

The hiring process for a new project coordinator wrapped up in early April. LTD's Allison Camp was hired to fill the position. Allie will assist with Facilities capital project development and delivery. Projects currently in development include the interior remodel of the RideSource building, skylight replacement in the Fleet Building, front lobby remodel in the Administrative Building, solarium replacement in the Board Room, new server room HVAC, and carpet replacement at the Eugene Station.

Service Truck

Delivery is anticipated of a new specialized service truck for the Facilities work group this month. This vehicle will be equipped for work in the public right-of-way, specifically at bus stops and EmX. Heavy duty accessories include snow plow and sanding capabilities for winter weather.

Materials and Services Budget

LTD is likely to be under the current year's budget. Overall, it has been a smooth year, to date. The lack of significant winter weather helped keep expenses in check as no major landscape or infrastructure damage resulted. Also, no expenses were incurred associated with a sanding operation. The materials and services budget for Facilities has been developed and is projected to remain relatively stable with a modest 1.88 percent increase to cover utility and contract rate increases.

POINT2POINT

Theresa Brand, Transportation Options Manager

- Staff anticipate completion of the 2015-2020 Point2point Strategic Work Plan by late April or early May. A draft will be sent to the LTD Board for comments when complete.
- Rideshare Program Coordinator Tracy Ellis and SmartTrips Coordinator Cody Franz sit on the planning committee for the Oregon Public Transportation Conference that will be held in Eugene on October 18-21, 2015.

SmartTrips

- Staff have recruited a new program assistant, Willow Hamilton. Willow is working 20 hours a week from April 13 through the end of September.
- Staff are working with program consultants, Alta Planning and Design, to develop the pre-program residential survey. The survey will be mailed to residents in the target area around May 1. Staff are working with LTD graphic design staff to complete updates to SmartTrips collateral materials. The SmartTrips Main Street 2 program will launch on June 1, 2015. The targeted area consists of more than 4,000 households.

Business Commute Challenge

- Planning is underway for the May 9-15 event. Staff has acquired two community sponsors, Umpqua Bank and PacificSource Healthcare for the 2015 event. Additionally, prizes, such as a one-night stay at Three Rivers Casino with golf for two at Ocean Dunes, a Breezer Commuter Bike, Party Bus Tour and tasting for twenty at Agrarian Ales, and many more, have been donated for this year's event.

- Work has been completed on the website and registration opened on April 6. Staff have been conducting increased personal outreach to major businesses along the EmX corridor in an effort to increase participation.
- An intern has been selected to assist with this year's event. Xao Xiong is a student at the University of Oregon in the Planning, Public Policy, and Management Program, and this internship will provide credit toward her degree.

Employer Programs and Outreach

- Staff have been coordinating a Business Community Event at the Westec Development Park in West Eugene. ThermoFisher Scientific is the primary participating business, but all businesses within the Park are invited to come and win prizes, get transportation information, and sign up to receive five free day passes. The goals of this event are to encourage employees to network with each other for carpooling, encourage them to use transit, and to form vanpools for people coming in from outside of the region. The event will be held on Earth Day, which is April 22.
- Staff held an outreach event at Symantec for the Carpool Karma incentive program. Approximately 50 employees stopped by for carpool information. Symantec now has 67 employees registered in the Drive Less Connect Rideshare database.
- Four new employers have enrolled in the Emergency Ride Home Program: Lotus Garden, Oregon School Employees Association, Ray Bradley & Associates, and the City of Coburg.

West Eugene EmX Group Pass Program

LTD is offering a complimentary group bus pass program to businesses directly adjacent to construction of the West Eugene EmX. Point2point is assisting the Marketing Department in the outreach and processing of these new program contracts, and outreach has begun for businesses on the east end of construction. Point2point has enrolled the following businesses in the West Eugene EmX Group Pass Program and has delivered their transit passes:

- Lotus Garden, 7 employees
- Web Picture Frames, 8 employees
- Oregon School Employees Association, 4 employees
- Bryson Distributing, 14 employees
- Ray Bradley & Associates, 6 employees
- U.S. Bank, 11 employees
- Web Picture Frames, 8 employees

Drive Less Connect

Carpool Karma, a carpool incentive program for Lane, Linn, Lincoln, Benton, Polk, Marion, and Yamhill counties, was launched on February 1 in coordination with Cherriots Rideshare and Cascades West Rideshare. Carpool Karma will run through May 1.

The current Carpool Karma statistics are:

- 610 users have completed the pre-survey
- 392 carpoolers (in the seven county areas) have logged 11,941 carpool trips, for a total of 220,621 miles

Lane County Drive Less Connect statistics for March are:

- 32 new users registered in Drive Less Connect
- 4,737 Non-single-occupancy vehicle trips reported, for a total of 77,962 miles
- Trips reported represent a savings of 50,607 pounds of CO₂ over driving alone
- 50 Ridematch searches were performed with a 38 percent match success rate
- 4 Ridematch requests were sent through the system

Ms. Ellis is involved in the planning meetings for the third annual Oregon Drive Less Challenge to be held on October 5–18, 2015.

Vanpool Program

February statistics: *(vanpool reporting experiences a 30-day lag)*

- 17 vanpools traveling to/from Eugene-Springfield
- 4,274 passenger boardings
- 218,462 passenger miles
- 132,825 pounds CO₂ reduced

Carshare Program

February statistics for the regional carshare program operated by Enterprise Carshare:
(Carshare reporting experiences a 30-day lag)

- 3 new members
- 235 reservations
- 7246 hours used
- 12 percent utilization

Schools Program

- Staff are coordinating with Safe Routes to School coordinators in all three school districts to offer stipends for the May Walk and Bike to School Month. These stipends will help parents and school staff to provide fun incentives for students to walk, bike, or scooter to school. Any school that receives a stipend will fill out a form with information about the event, which will be consolidated into regional data collection.
- Recruitment for volunteers for Bike Safety Education also is underway. Bike Safety education is being offered in all three school districts in 11 schools this spring. Each session ends with a community ride around the school in order for students to practice their new skills.

Transit Operations and Customer Satisfaction

Mark Johnson, Director of Transit Operations and Customer Satisfaction

- Construction season has come early this year because of the good weather and also because of the West Eugene EmX project. Some rebuilding has occurred on 10th Avenue near the Eugene Station; and 19th Avenue, along with other streets, will be closed or limited in traffic for parts of the spring and summer months. Operations staff work closely with the City

and the contractors to ensure that the system runs as smoothly as possible during the construction season.

- The job announcement went out to hire more new bus operators in the coming months. With the expected service expansion and attrition, LTD will be hiring at least ten new bus operators in July to prepare for the fall service.

FLEET MAINTENANCE

Ernie Turner, Fleet Maintenance Manager

(There will be no Fleet Maintenance Report this month.)

Administrative Services

Roland Hoskins, Director of Administrative Services

HUMAN RELATIONS

David Collier, Human Relations Manager

Benefits

The Resiliency Coaching model pilot program survey had some very promising interest. The deadline was extended due to low numbers just prior to the initial deadline; but with a last-minute push by ATU and staff, the number of participants more than tripled. The Health Management Team discussed the next steps with Reliant Behavioral Health at its April 9 meeting to brainstorm ideas to make the program a success.

As a reminder, resilience is the ability to bounce back, stay strong and productive, or use effective solutions to handle life's challenges, changes, or demands. Resilience skills help when facing a range of problems—from every day stress to significant life crises—to return to a person's optimum functioning. Resilience coaching focuses on mastery of skills to transform negative thinking patterns and calm the stress-response. There will be two different groups participating with up to 10 employees each: one group will be employees who have a chronic condition, and the other group will be employees without a chronic condition.

Recruitment

- The Maintenance Division has hired Lori Gevas to fill the vacant inside bus cleaner position. Lori moved to Eugene from California and has worked at PeaceHealth Hospital, and, more recently, at McKenzie-Willamette Medical Center.
- The Customer & Accessible Services Division has hired George Zakhary to fill the vacant customer service representative position. George comes to LTD from Albertsons where he spent nearly two years working as one of the grocery managers.
- The Facilities Division has hired Allison Camp to fill the vacant project coordinator position. Allison has been a part of LTD since 2012. She started as a temporary employee in the Point2point Division and was hired on full-time in 2013 as the transportation options

coordinator. Most recently, she has been working in the Marketing Division as the community outreach associate.

- Point2Point has hired Willow Hamilton to fill the vacant *SmartTrips* program assistant position. Willow is graduating from the University of Oregon this year with a bachelor's degree in environmental studies.
- The Information Technology Division is continuing its efforts to recruit an applications analyst. This position will be open until filled.
- The Transportation Operations Division has been recruiting for bus operators; the posting closed on April 3.

FINANCE

Todd Lipkin, Finance Manager/Chief Financial Officer

A detailed Financial Report is included separately in the Board meeting packet.

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

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

PREPARED BY: Jeanne Schapper, Executive Office Manager/Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

Listed below are Action or Information items that will be included on the agenda for future Board meetings.

- A. **Joint Meeting with Eugene City Council:** The May 11 special Board meeting will be a joint meeting with the Eugene City Council (ECC). It will be held downtown, and the topic of discussion with the ECC will be the Key Corridor Study, which is now titled *MovingAhead*.
- B. **Capital Improvements Program:** A public hearing will be held regarding the FY 2016-25 Capital Improvements Program during the April 15 regular Board meeting, with Board approval requested at the May 20 regular Board meeting.
- C. **Main Street-McVay Highway Transit Study:** On May 20 staff will review with the Board the recommendations on the Main Street-McVay Transit Study that were made to the LTD Board and to the Springfield City Council. The Board will then be asked to take action on the recommendations.
- D. **Website Implementation:** A report on progress towards implementation of LTD's new web site will be shared with the Board at its May 20 meeting.
- E. **General Manager Selection Process:** At the May 20 Board meeting, and periodically throughout the process, the Board will discuss the recruitment and selection process for the new general manager.
- F. **TransitStat Update:** At either the May or June Board meeting, staff will present the TransitStat accomplishments to date and provide information on the long-term vision of TransitStat.
- G. **FY 2015-16 Budget Adoption:** In May the LTD Board Budget Committee will discuss the proposed Fiscal Year 2015-16 budget. The budget approved by the Budget Committee will be on the agenda for adoption by the LTD Board of Directors at the June 17 regular meeting. The budget must be adopted before the end of the fiscal year on June 30.
- H. **Safe Routes to School Strategic Plan:** The Regional Safe Routes to School team is working on updating its policy document. The focus is on sustainable funding and incorporating equity as a guiding principal. This will be ready for a presentation to the Board on June 17.

- I. **River Road Property Acquisition**: At the June 17 regular Board meeting, staff will present a review of the due diligence work performed as part of the purchase assessment of the property located at the intersection of River Road and Hunsaker.
- J. **Franklin Boulevard**: The City of Springfield is working on a new road design for Franklin Boulevard in the Glenwood area. Staff have been working closely with the City on design development; and at the June 17 regular meeting, will share with the Board the current design and impact to the existing EmX stations. LTD has secured a *ConnectOregon* grant for relocation of the impacted stations.
- K. **Purchasing Policy Revisions**: As a result of the FTA Triennial Review finding regarding sole source contracts and internal audit recommendations, and to update the policy for general ease of understanding, LTD's purchasing policy document will be revised and the result presented to the LTD Contract Review Board for approval at a future meeting.

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(e)

PREPARED BY: Andy Vobora, Director of Customer Services and Planning, and
Tom Schwetz, Service Planning Manager

ACTION REQUESTED: That the Board move into Executive (non-public) Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ATTACHMENT: None

PROPOSED MOTION: I move that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660 (2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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2015 Annual Route Review



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Summary of Outreach

| |
|--|
| Presentations |
| LTD Accessible Transportation Committee |
| Neighborhood Leaders Council |
| Accessible and Customer Services Meeting |
| Operations Staff |
| 6 Operator Input Sessions |
| Events - Survey |
| On-line Survey (730 responses) |
| E-Mail Comments (129) |
| Good Earth Home & Garden Show |
| 4 Customer Service Center Lobby Sessions |
| Springfield Station Platform |
| Springfield Library |
| Eugene Library |
| Public Hearings, Board and SAC Meetings |
| 2 Service Advisory Committee (SAC) Meetings |
| Board Service Committee Mtg. |
| 4 Board Meetings (1 Status, 2 Public Hearings, 1 Decision) |
| Media - Paid and Earned |
| 3 Releases - Public Hearing/Open House |
| Release -Board Meeting Decision - April |



Summary of 2015 ARR Changes

| Change Category | Description | Routes | # of Trips | Cost |
|--------------------|---|---|------------|-----------|
| Span | Increase weekday night service to run later and make all core routes start and end at the same time on weekends | EmX, 11, 12, 13, 24, 28, 36, 40, 41, 43, 51, 66, 67 | 21 | \$384,000 |
| Frequency | Increase frequency to provide faster, safer, and more reliable service | 41, 43 | 6 | \$164,000 |
| | Increase frequency to provide faster, safer, and more reliable service | 51, 52 | 4 | \$108,000 |
| System Maintenance | Add service to alleviate crowded buses and improve schedule adherence | 27, 33, 40, 66, 67 | 11 | \$144,000 |
| Total | | | 42 | \$800,000 |



LTD Environmental and Sustainability Management System



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Beyond Sustainability



POLICY

This commitment shows that Lane Transit District will:

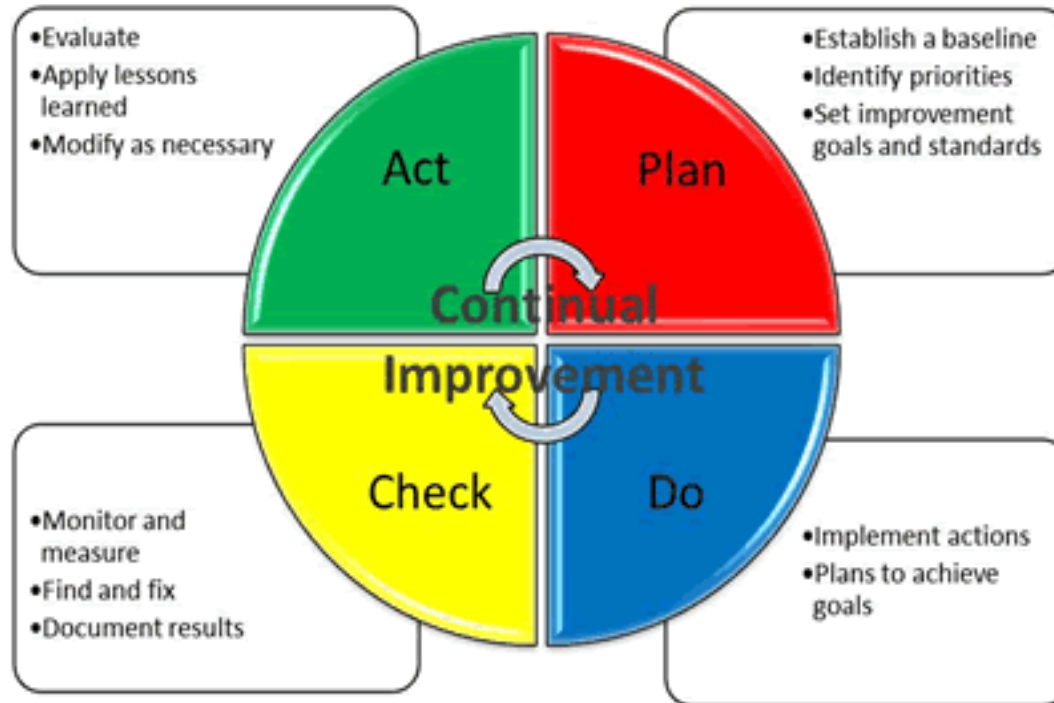
- Document, implement, and maintain a formal ESMS through an annual review of this Commitment and associated ESMS documents, and annually update documentation and practices as necessary.
- Protect the environment by complying with all applicable local, state, and federal environmental laws and regulations and other requirements to which the organization subscribes.
- Minimize negative environmental impacts identified in LTD's ESMS by establishing measurable environmental and sustainability targets, objectives, and programs to supplement the core principals, action items, and stretch goals of the APTA Sustainability Commitment.
- Review these targets, objectives, and programs on an annual basis to commit to overall continual improvement in environmental consciousness and prevention of pollution.
- Communicate LTD's Environmental and Sustainability Commitment to all LTD employees, members of LTD's Board of Directors, and those working on behalf of LTD, in addition to making this Commitment a publicly accessible document.



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ISO 14001



LTD Glenwood Footprint (Fence Line)



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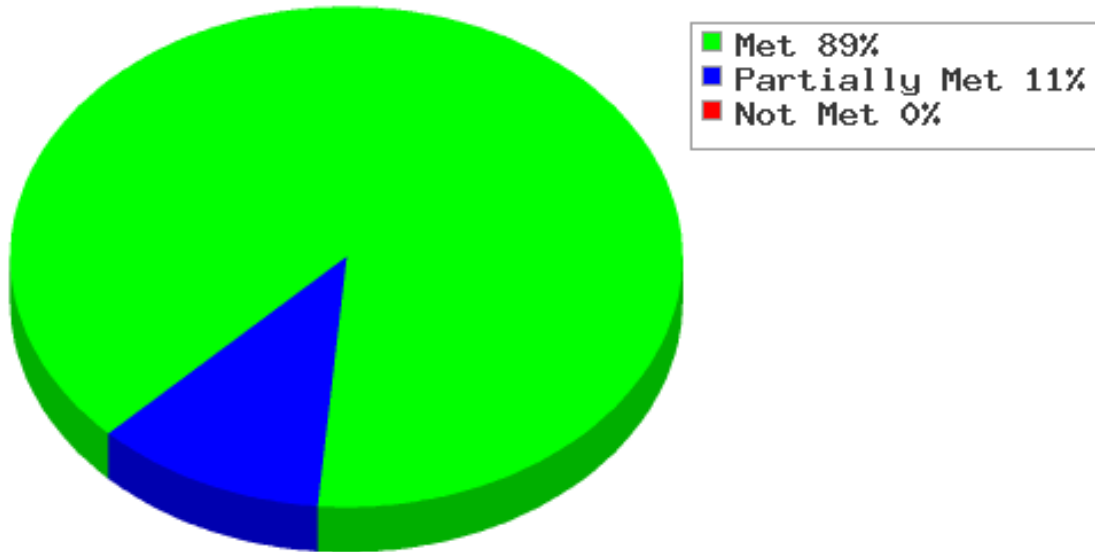
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Targets, Monitoring our Progress

- Five Percent Electricity Reduction
- Proper Aerosol Can Disposal
- Five Percent Water Use Reduction
- Two Percent Reduction in Diesel Fuel Consumption
- Fuel Spill Prevention



Final Audit Score – 94 Percent



| | |
|---|-----|
| Percent meeting all requirements Overall Score" " | 94% |
| Percent of requirements Met" " | 89% |
| Percent of requirements Partially Met" " | 11% |
| Percent of requirements Not Met" " | 0% |



Scoring by Element

| The ISO 14001:2004 standard elements of an EMS | Overall Score (%) | Met (%) | Partially Met (%) | Not Met (%) |
|--|-------------------|-----------|-------------------|-------------|
| General Requirements | 100 | 100 | 0 | 0 |
| Environmental Policy Requirements | 100 | 100 | 0 | 0 |
| Environmental Aspects Requirements | 100 | 100 | 0 | 0 |
| Legal and Other Requirements | 67 | 33 | 67 | 0 |
| Objectives, Targets and Programs Requirements | 100 | 100 | 0 | 0 |
| Resources, Roles, Responsibility and Authority | 100 | 100 | 0 | 0 |
| Competence, Training and Awareness | 93 | 86 | 14 | 0 |
| Communication | 100 | 100 | 0 | 0 |
| EMS Documentation | 100 | 100 | 0 | 0 |
| Control of Documents | 100 | 100 | 0 | 0 |
| Operational Control | 88 | 75 | 25 | 0 |
| Emergency Preparedness and Response | 100 | 100 | 0 | 0 |
| Monitoring and Measurement | 100 | 100 | 0 | 0 |
| Evaluation of Compliance | 50 | 0 | 100 | 0 |
| Nonconformity, Corrective Action and Preventive Action | 100 | 100 | 0 | 0 |
| Control of Records | 100 | 100 | 0 | 0 |
| Internal Audits | 100 | 100 | 0 | 0 |
| Management Review | 100 | 100 | 0 | 0 |



Certification Coming

- ISO Certification
 - ABS Quality Evaluations
 - Stage One Audit – July
 - Stage Two Audit - September



**14001:2004
CERTIFIED**



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FUTURE

- APTA Sustainability Program
 - Silver to Gold
- Continuing Education



AGENDA ITEM SUMMARY

DATE OF MEETING: April 15, 2015

ITEM TITLE: HUMAN RELATIONS COMMITTEE RECOMMENDATION: GENERAL MANAGER RETIREMENT AGREEMENT

PREPARED BY: Roland Hoskins, Director of Administrative Services

ACTION REQUESTED: Board acceptance of the LTD general manager's retirement agreement

BACKGROUND:

The general manager is the direct employee of the LTD Board of Directors. LTD General Manager Ron Kilcoyne has expressed his intent to retire. The Board's Human Relations Committee met on April 9 and discussed the process and timeline for an executive search. In addition, they discussed Mr. Kilcoyne's proposed retirement date and provisions for his retirement agreement.

As the hiring body, the Board of Directors will conduct a search for Mr. Kilcoyne's replacement. Having a retirement agreement allows the Board to proceed with the selection process in a timely manner, giving full consideration to the process and making a measured selection before Mr. Kilcoyne retires.

ATTACHMENT: Voluntary Retirement Agreement

PROPOSED MOTION: I move the following resolution:

Resolution No. 2015-015: It is hereby resolved that the LTD Board of Directors accepts the retirement of LTD's general manager as provided in the attached Voluntary Retirement Agreement.

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VOLUNTARY RETIREMENT AGREEMENT

This Agreement is made this 15th day of April, 2015, by and between Ronald J. Kilcoyne (“Mr. Kilcoyne”) and Lane Transit District (“LTD”).

Recitals

- A. WHEREAS, Mr. Kilcoyne is the General Manager of LTD.
- B. WHEREAS, on March 30, 2015, Mr. Kilcoyne announced his retirement as General Manager of LTD.
- C. WHEREAS, the Board of Directors of LTD accepts Mr. Kilcoyne’s retirement and wish to express their appreciation to Mr. Kilcoyne’s for his service as General Manager and to wish him the best in his future endeavors.

NOW, THEREFORE, in consideration of the forgoing and the mutual covenants contained herein, the parties agree as follows:

1. **Retirement Date.** Mr. Kilcoyne hereby resigns his employment with LTD effective September 30, 2015, which shall be referred to herein as “Retirement Date.” By execution of this Agreement, the retirement of Mr. Kilcoyne is hereby accepted by the Board of Directors (“Board”) of LTD.
2. **Compensation.** Mr. Kilcoyne shall be compensated as set forth in the General Manager Employment Agreement through his Retirement Date. On September 30, 2015, Mr. Kilcoyne shall receive any unused vacation time, sick-leave time and other benefits as provided by LTD policy.
3. **Health Insurance.** LTD shall continue to provide the standard group health and dental insurance to Mr. Kilcoyne and his eligible family members through December 31, 2015. Mr. Kilcoyne shall pay to LTD the health insurance stipend that he receives from the retirement plan, to be applied to this group health insurance coverage. Should Mr. Kilcoyne accept other employment, then the coverage provided herein shall terminate upon the start of new health insurance coverage, but in no event shall the LTD coverage be provided any later than December 31, 2015.
4. **Transition Plan.** Mr. Kilcoyne shall support and assist LTD as is requested by the LTD Board in recruiting, retaining and/or training a new General Manager
5. **Complete Release of all Claims.** In consideration of the compensation and covenants as set forth herein, Mr. Kilcoyne does hereby, and for his heirs, representatives, executors, administrators, successors, and assigns, release, acquit and forever discharge LTD and its directors, insurers, agents, attorneys and employees (collectively, the "Released Parties") from any and all actions, causes of action, obligations, costs, expenses, damages, losses, claims, liabilities, suits, debts and demands (including attorney fees and costs actually incurred), of

whatever character in law or in equity known or unknown, suspected or unsuspected, arising out of or in any way connected with Mr. Kilcoyne's employment by LTD and retirement therefrom.

This release specifically includes, but is not limited to, rights and claims under any local, state or federal laws prohibiting discrimination in employment, including but not limited to claims arising under Oregon Revised Statutes Chapters 652, 653, 659, 659A, Title VII of the Civil Rights of 1964 as amended by the Civil Rights Act of 1991, and the Americans with Disabilities Act ("ADA"). Furthermore, Mr. Kilcoyne **expressly and voluntarily releases and waives any and all rights and claims Employee may have under the Age Discrimination in Employment Act, as amended ("ADEA") and the Older Worker Benefit Protection Act ("OWBPA")**, the Employee Retirement Income Securities Act (ERISA), the Fair Labor Standards Act ("FLSA") as well as any other local, state or federal laws or common law theories relating to discrimination in employment, the termination of employment, or personal injury, including all claims for additional compensation, economic and noneconomic back-pay or benefits, additional salary, benefits for emotional distress, pain and suffering damages, punitive damages, or attorney fees.

Mr. Kilcoyne understands that acceptance of this Agreement may involve the loss of claims and rights to which Mr. Kilcoyne would otherwise be entitled.

Mr. Kilcoyne affirms that he is not entitled to any protected leave under either the Family and Medical Leave Act ("FMLA") or the Oregon Family Leave Act ("OFLA") and that despite not being entitled to any such leave, Mr. Kilcoyne nonetheless waives all rights he has or may have under both FMLA and OFLA. Mr. Kilcoyne acknowledges that he is not a member of the Armed Services or in any way covered by the Uniformed Services Employment and Reemployment Rights Act ("USERRA"). Mr. Kilcoyne further releases any claims based on retaliation. Mr. Kilcoyne specifically waives all reinstatement and/or reemployment rights he may have with LTD on the basis that Mr. Kilcoyne is clearly and unequivocally abandoning employment with LTD.

Mr. Kilcoyne further waives all causes of action based on contract, tort, wrongful discharge or any other theories that he has or may have against LTD. Mr. Kilcoyne further waives the right to recover any damages in the event a third party brings any claim or other cause of action against LTD and its directors, insurers, agents, attorneys and employees.

6. No Representations. The parties acknowledge that no other party, agent, or attorney of any other party, has made any promise, representation, or warranty, express or implied, not contained in this Agreement, concerning the subject matter of this Agreement so as to induce this Agreement to be executed, and the parties acknowledge that they have not executed this Agreement in reliance upon any such promise, representation or warranty not contained in this Agreement. There are no other agreements among or between the parties as to these matters. This Agreement shall not constitute an inference or admission of improper conduct by either party. This Agreement has been reviewed by each party. In the event Mr. Kilcoyne has not consulted an attorney of his choice concerning this Agreement, Mr. Kilcoyne acknowledges that he has been advised to seek the advice of an attorney concerning this Agreement if he chooses to

do so, and to reflect upon the propriety of entering this Agreement knowingly and of his own free act and volition.

7. **No Pending Claims/Extinguishing Possible Future Claims.** Mr. Kilcoyne represents that he has no claims pending or filed with any local, state or federal agency (including the U.S. Equal Employment Opportunity Commission, the U.S. Department of Labor, and the Oregon Bureau of Labor and Industries) or court against LTD as of April 13, 2015, and thereafter. Mr. Kilcoyne further agrees that he will not assert any claim, action or lawsuit against LTD arising out of or in connection with his employment with LTD, or related to the termination of his employment with LTD, other than claims for the enforcement of this Agreement. Mr. Kilcoyne further agrees that if he should ever make such claim against LTD, then LTD may plead this agreement as an absolute defense. Mr. Kilcoyne also agrees that if any person or agency ever brings any legal proceeding, in whole or in part, on his behalf, he expressly waives the right to receive any monetary award, benefit or other remedial relief.

8. **Modification.** This Agreement may be modified by the parties hereto only by a written supplemental agreement.

9. **Effect of Agreement.** Mr. Kilcoyne understands and agrees this Agreement contains the entire agreement between Mr. Kilcoyne and LTD, and it is agreed that the terms of this Agreement are contractual and not a mere recital.

10. **Attorney Fees or Costs.** LTD and Mr. Kilcoyne stipulate that in any action or proceeding henceforth brought to enforce this Agreement or any of its terms, the prevailing party in that action or proceeding shall be entitled to reasonable attorney fees and costs in addition to any and all other relief to which the prevailing party would be entitled.

11. **Arbitration.** The parties agree that any controversy or claim arising out of or relating to this Agreement, or any dispute arising out of the interpretation or application of this Agreement, which the parties are unable to resolve, shall be finally resolved and settled exclusively by arbitration in Eugene/Springfield, Oregon, by a single arbitrator under the Oregon Arbitration Rules. If the parties cannot agree upon an arbitrator, then each party shall choose its own independent representative and those independent representatives shall in turn choose the single arbitrator within fifteen (15) calendar days of the date of the selection of the first independent representative.

12. **Consideration Period.** Although Mr. Kilcoyne is free to sign this Agreement before then, Mr. Kilcoyne acknowledges that he was given at least 21-calendar days after receipt of this document during which to consider whether to execute this Agreement (the "Consideration Period"). Mr. Kilcoyne and LTD agree that any changes made to this Agreement during the Consideration Period as a result of negotiations between the parties do not restart the running of the Consideration Period.

13. **Revocation Period.** Mr. Kilcoyne acknowledges that Mr. Kilcoyne was given seven (7) calendar days after signing this Agreement to revoke it. This Agreement will not be effective or enforceable until such seven (7) calendar day period has expired. Employee's revocation of this

Agreement, if any, must be provided in writing to LTD on or before 5:00 p.m. on the seventh (7th) calendar day after execution of this Agreement.

14. Miscellaneous.

a. This Agreement is made and entered into in the state of Oregon and shall in all respects be interpreted, enforced and governed under the laws of that state. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any party. Venue shall be in the Lane County Circuit Court located in Eugene, Oregon.

b. Should any provision of this Agreement be declared or determined to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby and shall be enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the undersigned have executed this Agreement effective as of the date first written above:

LANE TRANSIT DISTRICT

By: _____
Gary Wildish, President
Board of Directors

By: _____
Ronald J. Kilcoyne

Dated: _____

Dated: _____

Special Mobility Services: RideSource Activity and Productivity Information

| January-15 | Current Month | Prior Year's Month | % Change | Current YTD | Previous YTD | % Change | Current 12 Month | Prior 12 Month | % Change |
|---------------------------------|------------------|--------------------------|-------------|----------------|-----------------|-------------|---------------------|-------------------|-------------|
| RideSource Ridership | 16,528 | 16,781 | -1.5% | 115,081 | 108,309 | 6.3% | 196,748 | 188,149 | 4.6% |
| RideSource(All Modes) | 13,259 | 14,038 | -5.5% | 97,109 | 93,158 | 4.2% | 167,208 | 161,070 | 3.8% |
| Shopper | 638 | 576 | 10.8% | 4,003 | 3,859 | 3.7% | 6,661 | 6,601 | 0.9% |
| Escort Volunteers-Metro | 1,554 | 1,270 | 22.4% | 8,593 | 6,624 | 29.7% | 14,397 | 11,502 | 25.2% |
| Escort Volunteers-Rural | 1,077 | 897 | 20.1% | 5,376 | 4,668 | 15.2% | 8,482 | 8,976 | -5.5% |
| RideSource Cost per Ride | \$ 22.57 | \$ 23.81 | -5.2% | \$ 23.47 | \$ 24.52 | -4.3% | \$ 23.60 | \$ 24.22 | -2.6% |
| RideSource(All Modes) | \$ 26.67 | \$ 27.26 | -2.2% | \$ 26.67 | \$ 27.38 | -2.6% | \$ 26.66 | \$ 27.16 | -1.9% |
| RideSource Shopper | 12.21 | 14.43 | -15.4% | \$ 13.41 | \$ 14.03 | -4.4% | \$ 13.65 | \$ 13.89 | -1.8% |
| RideSource Escort | \$ 4.39 | \$ 3.94 | 11.4% | \$ 4.09 | \$ 4.56 | -10.3% | \$ 4.13 | \$ 4.42 | -6.5% |
| Ride Reservations | 14,977 | 15,648 | -4.3% | 107,187 | 103,557 | 3.5% | 185,072 | 177,086 | 4.5% |
| Cancelled Number | 1,650 | 1,453 | 13.6% | 10,382 | 10,713 | -3.1% | 18,113 | 16,823 | 7.7% |
| Cancelled % of Total | 11.02% | 9.29% | | 9.69% | 10.35% | | 9.79% | 9.50% | |
| No-Show Number | 134 | 94 | 42.6% | 948 | 888 | 6.8% | 1,531 | 1,654 | -7.4% |
| No-Show % of Total | 0.89% | 0.60% | | 0.88% | 0.86% | | 0.83% | 0.93% | |
| Ride Refusals Number | 0 | 2 | -100.0% | 0 | 2 | -100.0% | 0 | 3 | -100.0% |
| Ride Refusals % of Total | 0.00% | 0.01% | | 0.00% | 0.00% | | 0.00% | 0.00% | |
| Service Hours | 7,726 | 8,454 | -8.6% | 55,163 | 56,214 | -1.9% | 96,120 | 95,570 | 0.6% |
| Agency Staff | 7,604 | 8,324 | -8.6% | 54,258 | 55,284 | -1.9% | 94,582 | 93,856 | 0.8% |
| Agency SMS Volunteer | 122 | 130 | -6.2% | 905 | 930 | -2.7% | 1,538 | 1,714 | -10.3% |
| Avg. Trips/Service Hr. | 1.80 | 1.73 | 4.0% | 1.83 | 1.73 | 5.8% | 1.81 | 1.75 | 3.4% |
| RideSource System Miles | 96,715 | 104,010 | -7.0% | 697,967 | 692,189 | 0.8% | 1,208,335 | 1,187,476 | 1.8% |
| Avg. Miles/Trip | 6.96 | 7.12 | -2.2% | 6.90 | 7.13 | -3.2% | 6.95 | 7.08 | -1.9% |
| Miles/Vehicle Hour | 12.52 | 12.30 | 1.7% | 12.65 | 12.31 | 2.8% | 12.57 | 12.43 | 1.2% |
| On-Time Performance % | 85.5% | 89.2% | -4.2% | 82.9% | 89.0% | -6.9% | 85.0% | 88.7% | -4.2% |
| Sample | 12,097 | 12,733 | | 88,035 | 82,965 | | 150,867 | 143,553 | |
| On-Time | 10,341 | 11,361 | | 72,943 | 73,829 | | 128,248 | 127,319 | |

- 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.

| <u>January-15</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> |
|-------------------|----------------------|---------------------------|-----------------|--------------------|---------------------|-----------------|-------------------------|-----------------------|-----------------|
|-------------------|----------------------|---------------------------|-----------------|--------------------|---------------------|-----------------|-------------------------|-----------------------|-----------------|

- 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.

Productivity Cost Model
FY 2015

January-15

| | Current Month | Last Yr Curr Month | Curr YTD | Last Yr YTD | Curr 12 Months | Last Yr 12 months |
|---------------------------|----------------|--------------------|------------------|------------------|------------------|-------------------|
| Total Cost per Cost Model | 452,409 | 477,253 | 3,317,675 | 3,159,924 | 5,651,522 | 5,334,496 |
| Less Brokerage | 78,900 | 77,497 | 609,921 | 500,647 | 997,393 | 770,513 |
| Less Oakridge | 548 | 237 | 7,045 | 3,120 | 11,197 | 6,792 |
| RS Total | 372,961 | 399,519 | 2,700,709 | 2,656,157 | 4,642,932 | 4,557,191 |
| Less Shopper | 7,792 | 8,312 | 53,698 | 54,143 | 90,913 | 91,718 |
| Less Vol Escort | 11,559 | 8,543 | 57,136 | 51,518 | 94,536 | 90,502 |
| RS All Modes | 353,610 | 382,664 | 2,589,875 | 2,550,496 | 4,457,483 | 4,374,971 |
| | (29,054) | | 39,379 | | 82,512 | |