



**LANE TRANSIT DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING**

**Wednesday, February 15, 2017**

**Regular Meeting 5:30 p.m.**

**LTD Board Room**

**3500 E. 17<sup>th</sup> Avenue, Eugene (in Glenwood)**

**A G E N D A**

Page No.

I.	CALL TO ORDER		
II.	ROLL CALL		
	Gillespie _____ Wildish _____ Nordin _____ Reid _____		
	Necker _____ Yeh _____ Pierce _____		
III.	PRELIMINARY REMARKS BY BOARD PRESIDENT		
IV.	COMMENTS FROM THE GENERAL MANAGER	( 2 minutes)	5
V.	ANNOUNCEMENTS AND ADDITIONS TO AGENDA	( 2 minutes)	6
VI.	BOARD CALENDARS	( 2 minutes)	7
VII.	EMPLOYEE OF THE MONTH – MARCH	( 5 minutes)	8
VIII.	AUDIENCE PARTICIPATION	(10 minutes)	
	<ul style="list-style-type: none"> <li>◆ <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.</li> <li>◆ Citizens testifying are asked to limit testimony to three minutes.</li> </ul>		
IX.	ITEMS FOR ACTION AT THIS MEETING		
	A. Consent Calendar: Minutes of the January 18, 2017, Regular Board Meeting	( 1 minute)	9
	B. State 5310 Enhanced Mobility of Seniors and People with Disabilities and Special Transportation Fund (STF) Program Recommendation [Cosette Rees]	(15 minutes)	17

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b. LTD Board Finance Committee – January 26	
c. Lane Council of Governments (LCOG) Board of Directors – January 26	
d. Metropolitan Policy Committee (MPC) – February 2	
e. Strategic Planning Committee ( <i>formerly EmX Steering Committee</i> ) – February 7	
f. Vision Zero Task Force – February 8	
g. Lane Area Commission on Transportation (LaneACT) – February 8	
2. No Meeting/No Reports	
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b. LTD Pension Trusts	
c. Main Street Projects Governance Team	
d. MovingAhead Oversight Committee	
e. LTD Board Service Committee	
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G. Rural Services (April)	
H. Environmental and Sustainability Management System Solar Analysis Report (April)	
I. American Bus Benchmarking Group (April)	
J. RideSource Contractor Procurement (April)	
K. MovingAhead Project Updates	
L. Main-McVay Project Updates	
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XIV. EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(h): for the purpose of consultation with counsel concerning legal rights regarding current litigation.	70
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 682-5555 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments.**

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** COMMENTS FROM THE GENERAL MANAGER

**PREPARED BY:** Aurora (A. J.) Jackson, General Manager

**ACTION REQUESTED:** None

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**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.

**ATTACHMENTS:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** ANNOUNCEMENTS AND ADDITIONS TO AGENDA

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** None

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**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.

**ATTACHMENTS:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** BOARD CALENDARS

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** Board member communication regarding participation at LTD and community events and activities

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**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 the clerk of the Board with any changes in availability for LTD-related meetings and events and to provide their winter vacation dates.

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

Q:\Reference\Board Packet\2017\February\Feb 15 Reg Bd Mtg\BD Calendars AIS.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** MARCH EMPLOYEE OF THE MONTH

**PREPARED BY:** Camille Straub, Clerk of the Board

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### BACKGROUND:

Bus Operator Adam De La Torre has been selected to receive the March Employee of the Month award. Adam has been with the District since 2014; and during that time, he has received numerous Monthly Value Awards and two Safe Driving Awards. He has built a solid reputation as a dependable employee who takes LTD's core mission of providing great customer service seriously.

A recent compliment from a customer is what led to Adam's employee of the month nomination. The customer was impressed with Adam's handling of the bus and patience with his customers during the last snow and ice event. Delores D writes: "On Wednesday, January 4, 2017, during our snow storm, Adam ended up being my bus driver (#13). I would like to commend him on doing a great job of providing a safe ride and having an upbeat attitude under some pretty hazardous driving conditions."

When asked to comment on Adam's selection as Employee of the Month, Transit Operations Field Supervisor Jeff Hadden said:

Since he joined LTD in 2014, Adam has received many nominations for employee of the month and has earned several monthly Value Awards. He is an experienced Operator with two years of Safe Driving Awards. Adam is the kind of team player who steps up to lend a hand by staying late or taking on extra work to help the Operations team succeed.

Adam has consistently shown his commitment to providing quality customer service to the community.

This EOM nomination is a well-deserved honor for a dependable employee who understands LTD's mission of providing the best transportation service imaginable. Congratulations Adam on this well-deserved Award.

### AWARD:

Adam will attend the February 15 meeting to be introduced to the Board and to receive his award.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** CONSENT CALENDAR

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** Approval of Consent Calendar items

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**BACKGROUND:**

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

The Consent Calendar for February 15, 2017, consists of approval of the minutes of the January 18, 2017, regular Board meeting.

**ATTACHMENT:** Minutes of the January 18, 2017, regular Board meeting.

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

LTD Resolution No. 2017-02-15-003; It is hereby resolved that the Consent Calendar for February 15, 2017, is approved as presented.

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, January 18, 2017

Pursuant to notice given to *The Register-Guard* for publication on January 12, 2017, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, January 18, 2017, beginning at 5:31 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, President  
Gary Gillespie, Vice President  
Ed Necker, Secretary  
Don Nordin, Treasurer  
Angelynn Pierce  
Kate Reid  
Carl Yeh  
A.J. Jackson, General Manager  
Dwight Purdy, General Counsel  
Jeanne Schapper, Clerk of the Board  
Lynn Taylor, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Mr. Wildish convened the meeting and called the roll.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Mr. Wildish introduced new Board member Kate Reid. He noted that the Board Human Resource Committee would meet following the Board meeting, and there would be a short recess during the Board meeting to acknowledge outgoing Board members Julie Grossman and Angelynn Pierce.

**COMMENTS FROM THE GENERAL MANAGER:** Ms. Jackson welcomed Ms. Reid to the Board. She said that the Governor's Office was still recruiting applicants to fill Ms. Pierce's Springfield position and thanked Ms. Pierce for agreeing to remain on the Board until a new member was appointed. She acknowledged the efforts of LTD staff to maintain transportation to key services during the recent ice and snow storms, particularly the Egan Warming Centers.

Mr. Wildish commended LTD's major role in assisting the homeless with transportation to the Egan Warming Centers during periods of severe weather.

**ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA:** Mr. Wildish said that the item related to Board committee assignments would be deferred to the next meeting.

**BOARD CALENDARS:** Ms. Jackson briefly reviewed future events and activities. She invited Board members to stop by LTD's booth at the Good Earth Home and Garden Show, January 20-22, at the Lane Events Center.

**EMPLOYEE OF THE MONTH:** The Board recognized Bus Operator Larry Harmon as the February 2017 Employee of the Month. Mr. Wildish presented Mr. Hamilton with his award and thanked him for outstanding service and dedication to LTD's mission. Mr. Harmon thanked the Board for the honor and said the team effort of LTD employees in a stressful situation prevented an accident or injury. He said that LTD was a great place to work. Mr. Harmon also was presented with a 19-year safe driving award.

**AUDIENCE PARTICIPATION:** There was no one wishing to speak.

**ITEM FOR ACTION AT THIS MEETING:**

**MOTION Consent Calendar:** Mr. Necker moved that the Board adopt the following resolution: LTD Resolution No. 2017-01-18-001; It is hereby resolved that the Consent Calendar for January 18, 2017, is approved as presented. Ms. Pierce provided the second. The Consent Calendar consisted of the Minutes of the January 18, 2017, special Board meeting.

**VOTE** The resolution was adopted as follows:  
AYES: Gillespie, Necker, Nordin, Pierce, Reid, Wildish, Yeh (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**Designation of Labor Negotiations Team:** Assistant General Manager Administrative Services Roland Hoskins said that LTD's relationship with the union and its leadership was good and hoped the negotiations process would start soon. He asked the Board to appoint a Negotiations Team as the start of that process. He said that an executive session at the end of the Board meeting would offer a brief review of the negotiations process.

**MOTION** Mr. Yeh moved the following resolution: LTD Resolution No. 2017-01-18-002: It is hereby resolved that the LTD Board of Directors approve the 2017 Labor Negotiations team of Roland Hoskins, Mark Johnson, David Collier, Jack McCallum and Cosette Rees, with assistance from labor Attorney Jacqueline Damm. General Manager Aurora Jackson has the authority to adjust the composition of the Negotiations Team as bargaining progresses, provided that the LTD Board of Directors approves all Negotiations Team members selected prior to the Negotiations Team conducting any deliberations in executive session. Mr. Gillespie provided the second.

**VOTE** The motion passed as follows:  
AYES: Gillespie, Necker, Nordin, Pierce, Reid, Wildish, Yeh (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**ITEMS FOR INFORMATION AT THIS MEETING:**

**Board Member Reports:** Mr. Yeh announced that the Vision Zero meeting was moved to February 8, 2017, and Don Nordin would replace him as the LTD Board representative to Lane Council of Governments (LCOG).

**State 5310 Enhanced Mobility of Seniors and People with Disabilities and Special Transportation Fund (STF) Program Overview:** Accessible and Customer Services Manager Cosette Rees said that 5310 and STF funds were awarded through a biennial allocation by the Oregon Department of Transportation (ODOT). She explained that the timeframe for applying for the funds was quite short, with advance grant notices issues in early November and applications due the following February. She said the application process was expected to be collaborative in nature. The purpose of her presentation was to prepare the Board to make decisions at its February 15, 2017, meeting so that applications could be submitted to ODOT by February 17. She said the Accessible Transportation Committee (ATC) was currently in the process of reviewing applications for grant funds and would hold a public hearing on those applications on February 8, after which the ATC would forward funding recommendations to the Board for consideration.

Ms. Rees explained the ATC's application review process and said the funds were intended for programs that served the transportation needs of seniors and people with disabilities. She introduced Human Services Transportation Coordinator Kris Lyon and Accessible Services Specialist John Ahlen, who would be working with the projects that were funded.

Ms. Rees explained that 5310 funds were federal dollars distributed through the state, although LTD also received some 5310 funds directly from the federal government. The focus of the discussion would be the 5310 funds received through the state. She said that the program goal was to improve mobility by removing barriers to transportation services, and by expanding the transportation options available to transit-dependent populations. She said that activities eligible to be funded were vehicle purchase and preventive maintenance, passenger improvements, contracted services, and travel training and mobility management. Funds could not be carried over, so it was important to fully use LTD's allocation. A match rate of 10.27 percent was required.

Ms. Rees said that STF dollars were state funds from various sources and could be used flexibly to provide transportation service or access to seniors and people with disabilities. No match was required, and STF funds could be used to match 5310 funds. She said that STF-funded projects included:

- preventive maintenance for vehicles primarily serving seniors and people with disabilities - RideSource, South Lane Wheels, Rhody Express, and Diamond Express
- RideSource ADA (Americans with Disabilities Act) complimentary paratransit service
- shopper service

The Board took a short recess at 6:00 p.m. to recognize outgoing Board members Julie Grossman and Angelynn Pierce. The meeting was reconvened at 6:18 p.m.

Ms. Rees continued with a description of STF-funded projects:

- Lane Council of Governments (LCOG) volunteer escort to medical appointments, senior companion, metro volunteer escort
- White Bird Clinic mental health transportation
- Veterans and Crucial Connections - gap transportation primarily for urgent medical needs

- Pearl Buck - children and families
- South Lane Wheels - Cottage Grove intra-city service and metro shuttle
- Alternative Work Concepts - travel training and transit hosts

Mr. Gillespie noted that Alternative Work Concepts was a nationally recognized program.

Mr. Nordin asked why there had been a significant decrease in the volunteer program activity. Ms. Rees replied that LTD did not pay federal rates, which could explain the lack of volunteers. She stated that LTD had received a grant to coordinate volunteer transportation services for agencies, and that program could recruit and train volunteers and share those services among agencies.

Mr. Wildish commended the Pearl Buck pre-school program, which greatly increased the success of children when they entered the school system. He said that LTD's transportation services were a key component and one of the many LTD services of which the community was likely unaware.

Continuing, Ms. Rees described the remaining projects:

- Mobility management - transportation assessments in coordination with agencies working with special populations
- Rhody Express - Florence intra-city service
- Diamond Express - Eugene/Oakridge intercity service

Mr. Nordin asked if LTD owned the vehicles providing services. Ms. Rees replied that LTD owned most of the vehicles because it wanted a "turn key" operation that was not dependent on finding a vehicle if a particular contractor left.

Ms. Rees said that ATC was in the process of reviewing applications for STF dollars and developing a set of funding recommendations for the Board. She noted that STF funds had decreased approximately 16 percent from the previous biennium and that 5310 funds decreased by 4.5 percent. She said the ATC would hold a public hearing on February 8 and provide its recommendations at the February 15 Board meeting.

**State 5311 Rural Area and Transit Network Program and Intercity Program (Formerly 5311(f) Intercity) Grant Application:** Ms. Rees stated that federal 5311 Rural Area funds were awarded biennially and formula allocations were passed through the state to the local level. She said the formula distribution was intended to create a stable funding source and continuing eligibility was analyzed, rather than requiring a competitive application process. She said the funds were for rural areas with a population of 50,000 or less; the Florence Rhody Express was supported by 5311 Rural Area funds.

Ms. Rees said that the 5311 Transit Network and Intercity Program funds were distributed through a competitive process and used to improve mobility throughout the country by removing barriers and creating opportunities for people from rural areas to access the statewide network. These funds were used to operate the Oakridge Diamond Express and provide access to Amtrak; LTD was negotiating with Amtrak to have Oakridge listed as a destination, allowing passengers to purchase a ticket that would connect them through.

Ms. Rees noted that the applications for the 5311 Transit Network and Intercity Program were due December 16, 2016, but unlike the 5310 and STF applications, would not require Board approval as no commitment of General Fund money was involved.

Mr. Gillespie commented that Oakridge was strongly promoting mountain bike tourism. Ms. Rees explained that the biking community was involved in Oakridge services changes, including increasing vehicles' capacity to carry bicycles.

**Scheduling Board Work Sessions:** Ms. Jackson said that work sessions typically provided the Board with information it would need to make future decisions, rather than taking time away from deliberations during a regular meeting to make informational presentations. She added that she was looking for creative ways to make work sessions more readily accessible to the Board, such as scheduling them before a regular Board meeting, with a break for dinner, then proceeding to the regular business meeting.

Mr. Wildish asked for feedback from Board members on continuing to reserve the second Monday of each month for a work session or holding a work session as needed prior to a regular meeting.

Following discussion among Board members, Mr. Wildish determined there was consensus to direct staff to schedule work sessions prior to regular Board meetings.

**Board Committee Assignments:** This item was postponed to the next Board meeting.

Mr. Necker left the meeting at 6:55 p.m.

**Monthly Financial Reports:** Finance Director/CFO Christina Shew reviewed the revenue and expenditure data report included in the agenda packet for the General Fund, Medicaid Fund, Accessible Services Fund, and Capital Projects Fund. She explained the driving factors affecting each fund, which were primarily related to timing issues. She said that staff were closely monitoring the reimbursement of claims under the Accessible Services Fund to assure payments were received, and also checking to assure that subject employers were remitting payroll taxes to the state.

Ms. Jackson observed that revenue deficits due to a timing issue highlighted the importance of maintaining a reserve for cash flow purposes so LTD could meet its financial obligations.

**Monthly Report of Executed Contracts:** There were no questions.

**Monthly Case Disbursements – December:** In response to questions from Mr. Wildish and Mr. Nordin, Ms. Shew explained that checks to the City of Eugene were for inspections and bus stop relocation costs related to the West Eugene EmX construction project.

**Monthly Performance Reports:** Mr. Nordin observed that there had been a drop in ridership although it had previously been trending up. Ms. Jackson said the drop was not significant and most likely could be attributed in lower attendance at University of Oregon football games during the recent unsuccessful season.

**Monthly Grant Report:** In response to a question from Mr. Nordin regarding the Main Street-McVay Planning project, Director of Planning and Development Tom Schwetz explained that the parties to the inter-governmental agreement had each agreed to pay \$9,000 toward a roundabout study. However, the Oregon Department of Transportation (ODOT) had decided to fund a study of a median on the corridor, and further work on the transit study project was postponed. ODOT also had agreed to include the roundabout design work in its median project.

Mr. Nordin asked what type of solar charging facility was being considered under the ConnectOregon-funded project for the Santa Clara Station. Mr. Schwetz replied that design work had not been completed. Solar power for vehicle charging was being considered.

**Monthly Department Reports:** There were no questions.

**Board Member Requests for Future Information/Action Items:** Mr. Nordin said that his remarks about the Relief Nursery at the December 2016 Board meeting were intended to convey his interest in Main Street transit design and alternate ways to connect specific users such as the Relief Nursery to the system. He stated that it was difficult for parents with small children to walk between the transit line and the Relief Nursery and he hoped there could be a discussion of alternatives such as bicycle trailers and bike share options to help people complete the first and last miles of their trip. He said that could be accomplished at a relatively low cost.

**MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations:** Angelynn Pierce moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Don Nordin provided the second.

**VOTE** The motion was approved as follows:  
AYES: Gillespie, Nordin, Pierce, Reid, Wildish, Yeh (6)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Necker (1)

The Board entered executive session at 7:25 p.m. LTD guests present included General Council Dwight Purdy. LTD staff present for the executive session were Assistant General Manager Mark Johnson, Assistant General Manager Administrative Services Roland Hoskins, Director of Human Resources David Collier, Accessible and Customer Service Manager Cosette Rees, and Director of Operations Jake McCallum.

**RETURN TO REGULAR (OPEN) SESSION:** The Board returned to regular session at 8:01 p.m.

**ADJOURNMENT:** Mr. Wildish adjourned the meeting at 8:01 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

\_\_\_\_\_  
Ed Necker  
Board Secretary

\_\_\_\_\_  
Camille Straub  
Clerk of the Board

Date Approved: \_\_\_\_\_

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** STATE 5310 ENHANCED MOBILITY OF SENIORS AND PEOPLE WITH DISABILITIES AND SPECIAL TRANSPORTATION FUND PROGRAM RECOMMENDATION

**PREPARED BY:** Cosette Rees, Accessible and Customer Services Manager

**ACTION REQUESTED:** Approval of 5310 and Special Transportation Funds allocation

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### BACKGROUND:

On February 17 Lane Transit District will submit an application to the Oregon Department of Transportation (ODOT) for the following formula grants:

**Section 5310 Funding** – Grants are available to fund eligible capital, contracted service, and preventative maintenance projects for transportation providers serving seniors and individuals with disabilities.

**Special Transportation Funds (STF)** – Funds transportation services benefiting seniors and individuals with disabilities.

At the January 18 Board meeting, staff presented an overview of programs currently receiving this funding.

LTD's Accessible Transportation Committee (ATC), also serving as the Special Transportation Fund Advisory Committee required according to the Oregon Revised Statutes and the Oregon Administrative Rules, has fulfilled their role for public involvement and assessment of funding applications, and have developed their recommendation for allocation of the state 5310 and Special Transportation Fund programs for the FY18 and FY19 biennium. Upon approval of the Board, staff will submit the application for funding.

At the February 15 Board meeting, staff will provide an overview of the process followed and the recommendation developed for funding allocation.

**ATTACHMENTS:** None

**PROPOSED MOTION:** I move the following resolution:

Resolution No. 2017-02-15-004: Be it resolved that the Lane Transit District Board of Directors authorizes the General Manager or their designee to apply for funds and use those funds as recommended by the Special Transportation Fund Advisory Committee for the FY18 and FY19 biennium.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** HUMAN RESOURCES COMMITTEE RECOMMENDATION: GENERAL MANAGER PERFORMANCE MEASURES

**PREPARED BY:** David Collier, Director of Human Resources

**ACTION REQUESTED:** Approval of general manager goals

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### BACKGROUND:

At the January 18, 2017, Board Human Resources (HR) Committee meeting, the committee members drafted the 2017 goals for the general manager. The HR Committee developed seven goals in collaboration with the General Manager as follows:

1. Continue relationship building with Board, community, and LTD personnel.
2. Continue recommending modifications to operational procedures that need adjustment.
3. Continue leading the Board in developing efficiencies related to the Board advisory committees, fiscal responsibility, service quality, and communication.
4. Continue leading the Board in developing a Short-Range Transportation Plan (3 years).
5. Continue to investigate additional revenue sources for transit.
6. Develop processes for improving the agency's cost effectiveness.
7. Continue leading the Board in developing a Long-Range Transportation Plan (10 years).

**ATTACHMENTS:** None.

**PROPOSED MOTION:** I move the following resolution:

Resolution No. 2017-02-15-005: Be it resolved that the Lane Transit District Board of Directors approves the 2017 goals set forth for the general manager.

Q:\Reference\Board Packet\2017\February\Feb 15 Reg Bd Mtg\08-HR Committee - General Manager Performance Goals.docx

**LTD GENERAL MANAGER  
DRAFT 2017 GOALS & OBJECTIVES**

**NAME:** Aurora Jackson                      **PERIOD:** November 30, 2016, through  
November 29, 2017

**DATE OF HIRE:** November 30, 2015

**REASON:** 12-month Period

**GOALS FOR  
THIS RATING PERIOD:**

1. Continue relationship building with Board, community, and LTD personnel, including maintaining positive relationships through the coming labor negotiations process.
2. Continue recommending modifications to operational procedures that need adjustment.
3. Continue leading the Board in developing efficiencies related to the Board advisory committees, fiscal responsibility, service quality, and communication.
4. Continue leading the Board in developing a Short-Range Transportation Plan (3 years).
5. Continue to investigate additional revenue sources for transit.
6. Develop processes for improving the agency's cost effectiveness.
7. Continue leading the Board in developing a Long-Range Transportation Plan (10 years).

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** LEGISLATIVE AGENDA

**PREPARED BY:** Edward McGlone, Director of Public Affairs

**ACTION REQUESTED:** Approve legislative agenda

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### BACKGROUND:

During the February 14, 2016 Board Work Session, staff presented a series of bills affecting Lane Transit District and proposed positions for select legislation. The Board is being asked to provide staff direction on how the agency's public position on the identified bills.

Tight legislative deadlines make it difficult to be adequately responsive to legislation if the full board must be consulted. Therefore, staff also seek direction from the Board on how to address legislation that is introduced or amended which may affect LTD in the period of time between or after Board meetings.

**ATTACHMENTS:** Support materials for this presentation can be found starting on page 5 of the Board work session packet.

**PROPOSED MOTION:** I move the following resolution:

Resolution No. 2017-02-15-006: Be it resolved that the Lane Transit District Board of Directors amend the proposed legislative agenda to support/oppose/remain neutral on LC 1934 and approve the legislative agenda as amended.

Resolution No. 2017-02-15-006: Be it resolved that the Lane Transit District Board of Directors authorizes the General Manager or her designee to represent the District's position on legislation during the 2017 Legislative Session. Be it further resolved that the General Manager or her designee shall report regularly to the Board of Directors on positions taken under this authority.

# Investing in America: Options for an Infrastructure Package

## A Proposal by Ranking Member Peter DeFazio

*February 1, 2017*

Nearly one in four bridges in the U.S. is structurally deficient or functionally obsolete, 65 percent of our Nation's roads are in less than good condition, our rail and bus transit systems are facing a \$90 billion backlog, and full channels at the Nation's 59 busiest ports are available less than 35 percent of the time, according to the Army Corps of Engineers. In addition, the Federal Aviation Administration (FAA) has identified a need for \$32.5 billion in Federal airport improvement projects over the next five years. That's \$6.5 billion per year—essentially double current funding for airport grants.

It's time for Congress to get serious about finding concrete solutions to shore up and improve our transportation infrastructure. That's why **I'm proposing three simple solutions to help address the growing backlog of critical projects** that can be accomplished without adding to the deficit.

### **1. LIFT THE CAP ON PASSENGER FACILITY CHARGES**

Despite a chorus of airports telling us of the billions of dollars in unmet capital needs each year, Congress has increased the cap on the passenger facility charge (PFC) just once since Congress created the PFC in 1990. If Congress were to raise the current cap on PFCs, it would create new revenue to invest in large airports and free up additional Federal funding to help smaller airports. For example, if we increased the PFC cap by \$4 (from the current limit of \$4.50 to \$8.50), airports' PFC revenue would almost double, from \$3 billion per year currently to about \$5.7 billion per year. That additional revenue would go a long way toward addressing the \$32.5 billion in airport needs identified by FAA, and help airports keep pace with increasing demand.

### **2. SPEND DOWN THE BALANCE OF THE HARBOR MAINTENANCE FUND**

Approximately \$9 billion in already collected tax revenues sits idle in the Harbor Maintenance Trust Fund (HMTF) in the U.S. Treasury. The HMTF collects enough from shippers to meet the needs of all Federally-authorized ports, yet much of this money is diverted to hide the size of the budget deficit. According to Congressional Budget Office forecasts, if the President or Congress chose simply to spend down this balance, and spend the expected revenues for their intended purposes, we could invest \$27 billion in our critical port and harbor needs over the next decade—and all of this work could be performed without raising one dime more in taxes.

### **3. INVEST \$500 BILLION IN HIGHWAY AND TRANSIT INFRASTRUCTURE BY INDEXING GAS AND DIESEL USER FEES**

I have developed a proposal, "Investing in America: A Penny for Progress", that provides more than \$500 billion to improve our Nation's highways, bridges, and public transit systems, reverse the Federal underinvestment, and address future highway and transit needs through fiscal year 2030. To finance the additional investment, the proposal authorizes the U.S. Department of the Treasury to issue 30-year bonds that will be repaid by indexing the gasoline and diesel user fees, which were last adjusted almost 25 years ago (in 1993) and have lost more than 40 percent of their purchasing power. It is estimated that my proposal will increase the gas and diesel user fees by approximately one cent per year.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** BOARD COMMITTEE APPOINTMENTS

**PREPARED BY:** Aurora Jackson, General Manager

**ACTION REQUESTED:** Approve appointments for vacant Board committees

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### BACKGROUND:

The LTD Board of Directors serve on advisory committees and regional committees as part of their Board responsibilities. Typically, committee assignments are made up of two to three board members. Currently, there are vacancies on the:

- Board Human Resources Committee,
- Strategic Planning Committee,
- Main Street-McVay Governance Committee and the
- Board Service Committee.

There also is a need to appoint an alternate to the Metropolitan Policy Committee and an apprentice for the Pension Trust Fund Committee. The Board may choose to make an appointment to some or all of these vacancies.

The Governor will likely not make an appointment to the remaining Board vacancy until after March. Once the vacant Board position is filled, the Board could fill the remaining committee appointments in April.

**ATTACHMENTS:** LTD Board of Directors Committees and Special Assignments

**PROPOSED MOTION:** I move the following resolution:

Resolution No. 2017-02-15-007: Be it resolved that the Lane Transit District Board of Directors approves the appointment of Carl Yeh to the Human Resources Committee and Kate Reid to the Metropolitan Policy Committee.

**PROPOSED**

**LTD BOARD OF DIRECTORS  
COMMITTEES AND SPECIAL ASSIGNMENTS**

Updated February 15, 2017

**BOARD OFFICERS**

***(Terms expire 6/30/2018)***

President – Gary Wildish  
Vice President – Gary Gillespie  
Secretary – Ed Necker  
Treasurer – Don Nordin

**METROPOLITAN POLICY COMMITTEE (MPC)**

(meets 1<sup>st</sup> Thursday of the month)

Gary Wildish  
Gary Gillespie  
Alternate: Kate Reid  
Ex officio: Aurora Jackson

**HUMAN RELATIONS COMMITTEE**

(meets 3<sup>rd</sup> Monday of the month)

\*Gary Gillespie  
Gary Wildish  
Kate Reid

**LANE COUNCIL OF GOVERNMENTS BOARD  
OF DIRECTORS**

(meets every other month on 4<sup>th</sup> Thursday)

Carl Yeh  
Alternate: Don Nordin

**SERVICE COMMITTEE**

(meetings scheduled as needed)

Gary Gillespie  
\*Ed Necker  
Angelynn Pierce

**ACCESSIBLE TRANSPORTATION COMMITTEE**

(meets on the 3<sup>rd</sup> Tuesday of each month)

Ed Necker

**FINANCE COMMITTEE**

(meetings scheduled as needed)

\*Gary Wildish  
Carl Yeh  
Ed Necker

**LANE AREA COMMISSION ON TRANSPORTATION**

(meets on the 2<sup>nd</sup> Wednesday of each month)

Don Nordin  
Alternate: Aurora Jackson

**STRATEGIC PLANNING COMMITTEE**

(meets every other month on 1<sup>st</sup> Tuesday)

\*Carl Yeh  
Gary Gillespie  
Kate Reid

**VISION ZERO TASK FORCE**

(Meetings scheduled as needed)

Carl Yeh  
Alternate: Aurora Jackson

**PENSION TRUSTS**

(generally meets quarterly)

Gary Gillespie

**MOVINGAHEAD OVERSIGHT COMMITTEE**

(Meetings scheduled as needed)

Angelynn Pierce  
Gary Gillespie

**MAIN STREET-MCVAY GOVERNANCE  
COMMITTEE**

(Meetings scheduled as needed )

Don Nordin  
Kate Reid

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\*Denotes Current Committee Chair

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2017\BDCommittees Jan 2017.docx

Updated: 02/15/2017

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** BOARD MEMBER REPORTS

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** None

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### **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. **LTD Board Human Relations Committee:** The Board Human Relations Committee is composed of Chair Gary Gillespie and Board member Gary Wildish; the third position is currently vacant. At the January 18 meeting committee members reviewed and discussed the 2017 goals and objectives as related to the LTD general manager.
2. **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. At the January 26 meeting, committee members reviewed and discussed the fiscal year 2017-18 budget process and timeline, an evaluation of fares and fare policy, government employee cost comparisons, and the format of monthly financial reports.
3. **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, with Board Member Don Nordin as alternate. The LCOG Board meets five times a year. At the January 26 meeting, committee members reviewed and discussed the Annual Financial Report for the year ending June 30, 2016. Due to a conversion to a new system an extension to January 2017 was requested for the completion of the audit and financial statements.
4. **Metropolitan Policy Committee (MPC):** Board Member Gary Wildish and Board Member Gary Gillespie are LTD's MPC representatives. MPC meetings are held on the first Thursday of each month. At the February 2 meeting, the 2017 chair and vice chair were elected; a presentation of the draft Central Lane Metropolitan Planning Organization Safety Action Plan was viewed and discussed; information was reviewed and discussed on critical urban freight corridors; there was discussion on congestion and air quality funding; a legislative update was given.



5. **Strategic Planning Committee (formerly EmX Steering Committee)**: This committee generally meets every two months and is composed of Chair Carl Yeh and Board Member Gary Gillespie, members of local units of government, and community representatives. At the February 7 meeting, committee members discussed proposed legislative changes to LTD's Board structure; the resolution rechartering the EmX Steering Committee as the Strategic Planning Committee was reviewed; members discussed key drivers of change that will effect LTD and its ridership in the future; developing a committee work plan development was discussed.
6. **Vision Zero Task Force**: The City of Eugene, as part of its Vision Zero implementation, has developed a Vision Zero Task Force. Board Member Carl Yeh has been appointed the LTD representative to the Task Force. The January 18 meeting was canceled. At the February 8 meeting, committee members reviewed and discussed a data and map analysis; a public involvement plan and schedule discussion was discussed; next steps were reviewed and discussed.
7. **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, and meets on the second Wednesday of the month. Board Member Don Nordin serves as LTD's representative on the LaneACT. At the February 8 meeting, critical Oregon Airport Relief grant applications were discussed; there was an Oregon Transportation Commission debrief; the Oregon Transportation Commission investment strategy was discussed; a Cascadia Rising debrief was given.

#### **NO MEETINGS HELD:**

1. **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 is scheduled to be held on February 13.
2. **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 January meeting was canceled. The next meeting is scheduled to be held on February 21.
3. **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, and Board Member Gary Gillespie serves as one of the trustees. The next meeting is scheduled to be held on March 22.
4. **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 Don Nordin and Angelynn Pierce serve as LTD's representatives on this committee. The October and November meetings were canceled. The next meeting has not been scheduled.
5. **MovingAhead Oversight Committee**: This committee is composed of representatives from the City of Eugene, LTD, and regional partners with the goal of a system-level approach to corridor improvements. LTD Board members Gary Gillespie and Angelynn Pierce serve as LTD's representatives on this committee. The next meeting has not been scheduled.

## AGENDA ITEM SUMMARY

**DATE:** February 15, 2017

**ITEM TITLE:** MONTHLY FINANCIAL REPORT

**PREPARED BY:** Christina Shew, Director of Finance

**ACTION REQUESTED:** None

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Please find attached the November 2016 YTD Financial Report.

**ATTACHMENTS:** November 2016 Financial Reports

**PROPOSED MOTION:** None

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Lane Transit District

Revenue and Expenditure by Fund

1/31/2017

Fiscal Year: P5 2017 (November 30, 2016)

	Year-To-Date through November 30, 2016						Comments
	Annual Budget	P5 YTD Budget	Actual	P5 % of annual budget	P5 YTD B/(W) than Budget		
					(pts)	\$\$	

**GENERAL FUND**

General Fund Revenues	47,822,707	19,926,128	21,998,849	46%	4 pts	2,072,721	A
General Fund Expenditures	47,103,258	19,626,357	18,930,879	40%	1 pts	695,478	B
General Fund Revenues higher/(lower) than expenditures	719,449	299,771	3,067,970				

**NOTE: Excludes Transfers to Accessible Services, Medicaid & Capital Projects Funds as well as the Operating contingency and the self-insured liability reserve.**

A: General Fund revenues are **+\$2.1M** favorable to budget P5 YTD FY17 (November). The key drivers for this are payroll taxes **+\$2.8M** and advertising **+\$0.2M** partially offset by self-employment taxes **-\$0.5M** and timing of planned 5307 grants **-\$0.4M**. Note: Self-employment taxes are seasonality related. In 2015, 2016, and 2017 self-employment taxes are \$201K, \$302K, and \$309K Nov YTD, respectively. Favorable advertising is due to timing.

B: General Fund Expenditures are **+\$0.7M** favorable to P5 YTD FY17 (November). The key drivers for this are: lower administrative wages and associated fringe costs **+\$0.4M**, general contractual services **+\$0.1M**, fuel storage **+\$0.1M**, general professional **+\$0.1M**, and various other **+\$0.4M** partially offset by higher contracted security costs **-\$0.2M** and higher diesel costs **-\$0.2M**.

**MEDICAID FUND**

Medicaid Fund Revenues	11,630,347	4,845,978	1,782,679	15%	-26 pts	(3,063,298)	C
Medicaid Fund Expenditures	11,954,700	4,981,125	3,890,578	33%	9 pts	1,090,547	C
Medicaid Fund Revenues higher/(lower) than expenditures	(324,353)	(135,147)	(2,107,899)				C

**NOTE: Excludes transfers from the General Fund and operating contingencies. Budget shortfall is covered by the following: Beginning working capital (\$0.2M) and operating contingency (\$0.1M).**

C: Medicaid revenues are lower than expenditures by **\$2.1M** P5 YTD FY17 (November). 100% of this is medical claims reimbursement processing backlog and a lag in the timing of claims reimbursements. The Trillium/Centene claims backlog started to be processed in December 2016, and catch-up was completed in January 2017. After January 2017, the Trillium/Centene lag between the expenditures and the claims should be ~6 weeks (<\$1.0M). The majority of the expenditures in the Medicaid Fund should be reimbursed. Ideally the YTD revenues net of expenditures would be ~\$0.

Lane Transit District

Revenue and Expenditure by Fund

1/31/2017

Fiscal Year: P5 2017 (November 30, 2016)

	Year-To-Date through November 30, 2016						Comments
	Annual Budget	P5 YTD Budget	Actual	P5 % of annual budget	P5 YTD B/(W) than Budget		
					(pts)	\$\$	

**ACCESSIBLE SERVICES FUND**

Accessible Services Fund Revenues	4,462,404	1,859,335	1,334,785	30%	-12 pts	(524,550)	D
Accessible Services Fund Expenditures	7,053,395	2,938,915	2,420,549	34%	7 pts	518,366	D
Accessible Services Fund Revenues higher/(lower) than expenditures	(2,590,991)	(1,079,580)	(1,085,764)				D

**NOTE: Excludes transfers from the General Fund and operating contingencies. Budget shortfall is covered by the following: a planned \$2.5M transfer from the General Fund, a beginning working capital balance (\$0.2M), and an operating contingency (\$0.1M).**

D: The Accessible Services Fund provides transit services to seniors and people with disabilities. These services are partially funded through 5310, STF, and 5311 programs with the balance coming from the General Fund. Accessible Service Fund revenues are lower than expenditures by +\$1.1M, which is on track for the full year planned loss of \$2.6M, which is covered by the General Fund. Current SMS/ADA rides are down 16.1% from FY16. An increase in ADA ridership would increase the loss in this fund.

**CAPITAL PROJECTS FUND**

Capital Projects Fund Revenues	47,196,140	19,665,058	12,738,700	27%	-15 pts	(6,926,358)	E
Capital Projects Fund Expenditures	62,605,772	26,085,738	16,756,673	27%	15 pts	9,329,066	F
Capital Projects Fund Revenues higher/(lower) than expenditures	(15,409,632)	(6,420,680)	(4,017,973)				

**NOTE: Excludes transfers from the General Fund (\$18.5M) and reserve for future capital (\$3.1M), which cover the budgeted shortfall.**

E: Capital Projects Fund revenues are -\$6.9M unfavorable to budget P5 YTD FY17 (November) due to grants still in the application or drawdown process.

F: Capital Projects Fund expenditures are +\$9.3M favorable to budget P5 YTD FY17 (November) due to project and associated payment timing. Large projects that are contributing to the favorability: the 40-foot low-floor buses (\$3.0M), River Road Station (\$1.6M), bus parking lot (\$1.3M), Willow Creek Station (\$0.8M). Favorability is due to a slowdown in construction activities during the winter.

## AGENDA ITEM SUMMARY

**DATE:** February 15, 2017

**ITEM TITLE:** MONTHLY GRANT REPORT

**PREPARED BY:** Christina Shew, Director of Finance

**ACTION REQUESTED:** None. Information only.

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### BACKGROUND:

The Grant Report contains financial data for all Federal Transit Administration (FTA) and Oregon Department of Transportation (ODOT) grants that have a remaining balance or that have had activity within the last six months. The sources of the information are Transit Award Management System (TrAMS) and Oregon Public Transit Information System (OPTIS). All grant totals are reported as of January 31, 2017. A drawdown was made on December 8, 2016.

1. [OR-03-0128-00 | FY14 5309 B West Eugene EmX Extension](#)

Current Status: Active (Executed)  
Key Number: 16779

This grant was awarded for \$1,546,565 using FY 2014 Section 5309 funds for the purchase of systems and rolling stock for the West Eugene EmX Extension (WEEE) project. The bus under this grant was purchased in tandem with OR-04-0048 (October 2015) and is currently in service. This grant is in tandem with OR-03-0127, OR-04-0048 (purchase of six articulated, hybrid-electric buses), and OR-39-0008.

49 USC 5309 - Bus and Bus Facilities (FY 2005 and prior)	\$1,546,565
Local	\$ 386,641
Total Eligible Amount	\$1,933,206
Funds Remaining	\$ 541,233

2. [OR-04-0048-00 | FY14 5309 B West Eugene EmX Extension](#)

Current Status: Grant Closed on December 25, 2016  
Key Number: 16779

This grant was awarded for \$5,221,660 using FY 2014 Section 5309 funds for the acquisition of rolling stock for the West Eugene EmX Extension (WEEE) project. This grant is in tandem with OR-03-0127, OR-03-0128 (purchase of one bus), and OR-39-0008. The grant closeout will be validated once TrAMS has reopened for FY 2017.

49 USC 5309 - Bus and Bus Facilities (FY 2006 forward)	\$5,221,660
Local	\$1,305,415
Total Eligible Amount	\$6,527,075
Funds Remaining	\$0

3. [OR-39-0008-00 | FY14 5339 AA for West Eugene EmX Extension](#)

Current Status: Active (Executed)  
 Key Number: 16779

This grant was awarded for \$1,834,000 using FY 2014 Section 5339 Alternatives Analysis funds and \$15,000,000 in FY 2014 using Section 5339 Alternatives Analysis funds. The project is proceeding as scheduled and the majority of funds remaining have been expended. This grant, which is in tandem with grant OR-03-0127, in support of the West Eugene EmX Extension project, is expected to be closed out by the end of fiscal year.

49 USC 5339 - Alternatives Analysis Program (FY 2012 and Prior)	\$16,834,000
Local	\$ 4,208,500
Total Eligible Amount	\$21,042,500
Funds Remaining	\$ 2,086

4. [OR-03-0127-00 | FY14 & 15 5309 CIG for West Eugene EmX Extension](#)

Current Status: Active (Executed)  
 Key Number: 16779

This grant was awarded for \$821,254 using FY 2014 Section 5309 Capital Investment Grant (CIG) funds and \$50,576,520 in FY 2015 using Section 5309 CIG funds. These funds will be used for project development (including design, right-of-way acquisition, and utility relocation) and construction and implementation of the West Eugene EmX Extension (WEEE) project. This grant is in tandem with OR-03-0128 (purchase of one bus), OR-04-0048 (purchase of six buses), and OR-39-0008.

49 USC 5309 - New Starts	\$51,397,774
Local	\$12,849,445
Total Eligible Amount	\$64,247,219
Funds Remaining	\$13,916,739

5. [OR-90-X179-02 | 13/14/15 5307 PM/Equipment/Construction/Security](#)

Current Status: Active (Executed)  
 Key Numbers: 19268/19375

This grant was awarded for computer software, facility improvements, security improvements, and support vehicles. Preventive Maintenance activities also were funded for FY 2014-15 and FY 2015-16. The majority of activity line items (ALIs) have been completed and LTD anticipates that the project will be completed consistent with the established schedule. At that time, the grant closeout activities will be initiated.

49 USC 5307 - (MAP 21) Urbanized Area Formula (FY 2013 and forward)	\$13,457,460
Local	\$ 3,364,366
Total Eligible Amount	\$16,821,826
Funds Remaining	\$ 125,116

6. [OR-04-0049-00 | FY14 5309 Ladders - Vehicles and Equipment](#)

Current Status: Active (Executed)  
 Key Number: 19485

This grant was awarded for the purchase of eleven (11) replacement accessible services vehicles [eight (8) Eldorado Aerotechs and three (3) minivans] utilizing the State of Oregon Pricing Agreement #4729. The grant also funded security cameras for existing Accessible Services vehicles.

The project is essentially completed. The equipment for the outstanding security cameras was received and installed during the reporting period and the accessible services vehicles (8 Eldorado Aerotechs and 3 minivans) authorized in this grant were acquired in 2015.

LTD management has evaluated the needs/demands of the Accessible Services program in conjunction with an analysis of the unliquidated balance in the grant. Based on the cost savings in ALIs 11.12.04, 11.12.15, and 11.42.09, and an assessment of program needs, LTD has proposed that additional accessible services vehicle(s) be acquired. LTD has communicated this proposal to FTA and will process a budget revision to reallocate the remaining balances within the specified ALIs.

49 USC 5309 - Bus and Bus Facilities (FY 2006 forward)	\$1,064,145
Local	\$ 209,355
Total Eligible Amount	\$1,273,500
Funds Remaining	\$ 219,645

7. [OR-16-X045-00 | 13/14 5310 Accessible Services Vehicles](#)

Current Status: Active (Executed)  
 Key Number: 19106/19107

This grant was awarded for the purchase of six (6) Accessible Services vehicles [five (5) Eldorado Aerotechs and one (1) EK Coaches vehicle]. The milestone dates for this project have been revised. The Project Team is working to ensure that the revised project schedule is maintained. Acquiring the accessible services vehicles are an essential aspect of LTD’s mobility management program; more importantly, the new vehicles will ensure the safe transport and security of the program’s passengers.

49 USC 5310 - (MAP 21) Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities	\$474,358
Local	\$ 83,710
Total Eligible Amount	\$558,068
 Funds Remaining	 \$304,871

8. [OR-37-X024-00 | 12 5316 JARC Mobility Management](#)

Current Status: Active (Executed)  
 Key Number: 15219

This Job Access and Reverse Commute (JARC) grant funds ongoing Mobility Management (transportation assessments and transit training and host services).

49 USC 5316 - JARC/TEA-21 3037	\$171,819
Local	\$ 42,955
Total Eligible Amount	\$214,774
 Funds Remaining	 \$ 45,941

9. [OR-57-X014-00 | 12 5317 New Freedom Mobility Management](#)

Current Status: Active (Executed)  
 Key Number: 15215

This New Freedom grant funds ongoing Mobility Management (in-person transportation assessments and transit training and host services).

49 USC 5317 - New Freedom	\$78,524
Local	\$19,631
Total Eligible Amount	\$98,155
 Funds Remaining	 \$22,289



10. [OR-57-X012-01 | FY 10, 11 New Freedom](#)

Current Status: Active (Executed)  
 Key Number: 15215

This New Freedom grant funds Mobility Management (in-person transportation assessments and transit training and host services). All project activities have been completed and grant funds have been expended. The Closeout Amendment was processed in TrAMS in January 2017 and FTA has been notified.

49 USC 5317 - New Freedom	\$154,843
Local	\$ 38,711
Total Eligible Amount	\$193,554

Funds Remaining	\$0
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11. [OR-04-0038-00 | 2011/2012 5309 SGR Bus Replacement](#)

Current Status: Active (Executed)  
 Key Number: 17959

This grant was awarded for the purchase of three (3) replacement articulated, hybrid-electric buses and five (5) replacement 40-foot, hybrid-electric buses. Four of the five 40-foot, hybrid electric buses have been delivered but not yet accepted, and the remaining bus has been delivered. Upon completion of the inspection and branding of the vehicles, deployment into service will be initiated. LTD anticipates that the contract will be completed by the end of March 2017.

49 USC 5309 - Bus and Bus Facilities (FY 2006 forward)	\$5,500,000
Local	\$1,375,000
Total Eligible Amount	\$6,875,000

Funds Remaining	\$3,100,883
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12. [OR-39-0007-00 | 2011 5339 Main Street-McVay Planning](#)

Current Status: Active (Executed)  
 Key Number: 17958

This grant funds a transit improvement planning study along the Main Street-McVay corridor in the Eugene-Springfield area. The project has essentially been completed; closeout activities are being initiated.

49 USC 5339 - Alternatives Analysis Program (FY 2012 and prior)	\$750,000
Local	\$187,500
Total Eligible Amount	\$937,500

Funds Remaining	\$ 23
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13. [OR-95-X055-02 | 13/14/15 STP Mobility Management/Planning/Bus/Construction/PM](#)

Current Status: Active (Executed)  
 Key Numbers: 17796, 18825, 18755

This grant was awarded for replacement of rolling stock, transit corridor planning, and ongoing mobility management, including marketing and outreach for car/van/bike sharing/group pass programs. This project is progressing as scheduled; however, revisions to the established milestone dates were necessary for the bus replacement project, ALI (11.12.01).

49 USC 5307 - Urbanized Area Formula (FHWA <sup>1</sup> transfer FY 2007 forward)	\$5,649,011
Local	\$ 646,554
Total Eligible Amount	\$6,295,565
Funds Remaining	\$2,079,312

14. [OR-95-X035-00 | 2012 STP - PM, TDM/Rideshare](#)

Current Status: Active (Executed)  
 Key Numbers: 17353, 16724, 16228

This grant funds ongoing Rideshare (Safe Routes to Schools) activities.

49 USC 5307 - Urbanized Area Formula (FHWA <sup>1</sup> transfer FY 2007 forward)	\$ 971,101
Local	\$ 76,810
Total Eligible Amount	\$1,047,911
Funds Remaining	\$ 37,825

15. [OR-95-X030-01 | 11 STP - UO Station Renovation/Smart Trips](#)

Current Status: Active (Executed)  
 Key Number: 17162

This grant was awarded for University of Oregon station construction and the Regional Smart Trips Program in the Gateway EmX Corridor. Closeout activities are currently in progress.

49 USC 5307 - Urbanized Area Formula (FHWA <sup>2</sup> transfer FY 2007 forward)	\$2,190,000
Local	\$ 250,655
Total Eligible Amount	\$2,440,655
Funds Remaining	\$ 211,490

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<sup>1</sup> Federal Highway Administration  
<sup>2</sup> Federal Highway Administration

16. [OR-04-0041-00 | 11 5309 VTCLI RideSource Call Center](#)

Current Status: Active (Executed)  
 Key Number: 17964

This grant was awarded using 2011 5309B funds through the Veterans Transportation and Community Living Initiative (VTCLI). This grant funds the RideSource Call Center systems improvements.

49 USC 5309 - Bus and Bus Facilities (FY 2006 forward)	\$1,088,000
Local	\$ 272,000
Total Eligible Amount	\$1,360,000
Funds Remaining	\$ 271,601

17. [OR-03-0122-01 | 07/08/09 5309 Small Starts Pioneer Parkway](#)

Current Status: Active (Executed)  
 Key Number: 15516

This Small Starts grant award funds \$14,797,040 of the \$18,562,240 total project cost. This grant was to be used for the construction of the Pioneer Parkway EmX corridor; and for one (plus) hybrid-electric articulated bus. LTD is processing a budget revision for the redirection of balances in various activity line items to fund the purchase of replacement vehicle(s). The replacement vehicles will be two (2) new West Eugene EmX buses during the current 2016-2017 fiscal year.

49 USC 5309 - New Starts	\$29,597,040
Local	\$ 7,465,200
Total Eligible Amount	\$37,062,240
Funds Remaining	\$ 1,336,346

18. [OR-2016-020-00/OR-34-X001 | FY13 5339 Hybrid-Electric Bus Purchase](#)

Current Status: Active (Executed)

This grant award is for \$582,947 using FY 2013 Section 5339 funding for the purchase of one (1) 60-foot, articulated hybrid-electric bus to replace a bus that has met its useful life. This grant was awarded on September 21, 2016. This purchase aligns with LTD's diesel bus replacement plan that replaces buses after they have exceeded their useful life expectancy.

49 USC 5339 - (MAP 21) Bus and Bus Facilities Formula (FY 2013 & forward)	\$582,947
Local	\$145,736
Total Eligible Amount	\$728,683
Funds Remaining*	\$582,947

\*Note: No expenditures are reflected as this grant was just recently awarded.

19. [30476 ODOT | 2015-17 Rural 5311 Program Rhody Express and ADA Service to Florence](#)

Current Status: Active (Executed, expires June 30, 2017)

This grant award is for \$160,056 using Rural 5311 funds. This grant funds administrative and operation services to provide general public service(s) within the city limits of Florence, with the exception of a stop at the local tribal casino, which is approximately four miles outside of the city limits. The service is general public fixed-route and complementary paratransit.

Rural 5311 Funds for Rhody Express & ADA Services to Florence	\$160,056
Local	\$122,951
Total Eligible Amount	\$283,007
Funds Remaining	\$ 60,382

20. [30567 ODOT | 2015-17 Special Transportation Services \(State Formula STF\)](#)

Current Status: Active (Executed, expires June 30, 2017)

This grant award is for \$2,139,440 using state formula funds. This grant provides financial support for special transportation services benefiting seniors and individuals with disabilities.

Special Transportation Services (State Formula)	\$2,139,448
Local	\$ 0
Total Eligible Amount	\$2,139,448
Funds Remaining	\$ 267,431

21. [30666 ODOT | 2015-17 Transportation Options/Individualized Marketing for Smart Trips](#)

Current Status: Closed August 31, 2016

This grant award is for \$110,000 and funds the Point2point individualized marketing (IM) program called *Smart Trips*. IM is a comprehensive individualized outreach and education program that provides households with customized individual travel tools aimed at increasing biking, walking, use of public transit, and carpooling. This project is being conducted in the City of Springfield and is part of the ongoing Main Street project. This grant was closed on August 31, 2016; \$98,338 of the grant was used as of the closing of the grant with \$11,662 unused.

Transportation Options/Individualized Marketing for <i>Smart Trips</i>	\$110,000
Local	\$ 12,590
Total Eligible Amount	\$122,590
Funds Remaining	\$0

22. [30744 ODOT | 2015-17 5310 Services for Seniors and Individuals with Disabilities](#)

Current Status: Active (Executed)

This grant award is for \$2,124,548 using 5310 funds. This grant provides funding for seniors and individuals with disabilities as follows: (1) to purchase services to provide public transportation; (2) to support the administrative costs required to manage the purchased service contract; (3) to provide mobility management; and (4) to provide vehicle preventative maintenance. Currently, LTD has contracted service for metro ADA, Pearl Buck Preschool, volunteer escort, veterans, Crucial Connections, and mental health services.

Services for Seniors and Individuals with Disabilities	\$2,124,548
Local	\$ 243,164
Total Eligible Amount	\$2,367,712
Funds Remaining	\$ 916,366

23. [30805 ODOT | 5311\(f\) Intercity Program Funding the Diamond Express](#)

Current Status: Active (Executed, expires June 30, 2017)

This grant award is for \$190,508 using 5311(f) Intercity funds. This grant funds intercity public transportation, preventative maintenance, marketing, and transit service operations for customers traveling between Eugene and Oakridge.

5311(f) Intercity Transit Service	\$190,508
Local	\$173,348
Total Eligible Amount	\$363,856
Funds Remaining	\$ 81,085

24. [30840 ODOT | 2015-17 | FHWA-TO Rideshare](#)

Current Status: Active (Executed, expires June 30, 2017)

This grant award is for \$74,000 and funds services to reduce single-owner vehicle (SOV) travel using Point2point to create, coordinate, and disseminate information to encourage non-SOV modes, including but not limited to, rideshare, walking, bicycling, and public transportation. Point2point maintains programs and policies consistent with the Oregon Transportation Options Plan.

Funding to Reduce Single-Owner Vehicle Travel	\$ 74,000
Local	\$ 0
Total Eligible Amount	\$74,000
Funds Remaining	\$ 24,983

25. [31386 ODOT | 2016-19 Discretionary Operating for Accessible Transportation Eligibility Pilot](#)

Current Status: Active (Executed, expires June 30, 2019)

This grant award is for \$492,688 and provides funding for seniors and individuals with disabilities as follows: (1) accessible transportation eligibility pilot program, including a half-fare program and an optional animal eligibility program; (2) a coordinated volunteer driving pool; and (3) service between Florence and Yachats.

Senior and Disabled Services Pilot Program	\$492,688
Local	\$ 0
Total Eligible Amount	\$492,688
Funds Remaining*	\$492,688

\*Note: No expenditures are reflected as this grant was just recently awarded.

26. [30112 ODOT | 2015-17 5304 Planning Oakridge Redesign](#)

Current Status: Active (Expired December 31, 2016)

This grant was extended to December 31, 2016, and was an extension of an existing grant for 5304 planning funds. This grant was awarded for \$30,000 to allow full completion of the outreach component of the plan to define public transit services for Oakridge. This grant will have one more drawdown and will then be reconciled and closed.

5304 Planning Oakridge Redesign	\$24,000
Local	\$ 6,000
Total Eligible Amount	\$30,000
Funds Remaining	\$12,227

27. [30136 ODOT | 2016 – 17 ConnectOregon V - W 11<sup>th</sup> Bicycle-Pedestrian Bridge Connections](#)

Current Status: Active (Extended to December 31, 2017)

This is a *ConnectOregon* multimodal transportation grant, which was extended to December 31, 2017. The grant is to fund bicycle-pedestrian bridges and associated connectors between the Fern Ridge Path, and West 11<sup>th</sup> Avenue at three locations. The improvements include lighting, landscaping, security, and walkway enhancements.

<i>ConnectOregon</i> Bicycle-Pedestrian Bridge	\$3,583,306
Local	\$2,255,726
Total Eligible Amount	\$5,839,032
Funds Remaining	\$3,384,445

28. [30139 ODOT | 2016-17 ConnectOregon V - Franklin Boulevard Phase I Transit Stations](#)

Current Status: Active (Extended to December 31, 2017)

This is a *ConnectOregon* multimodal transportation grant, which was extended to December 31, 2017. The grant is to fund the removal and replacement of the temporary stations at the McVay Highway intersection with permanent stations that function with the current roundabout design. The stations will be ADA accessible. Each station platform will include bicycle parking, a ticket vending machine, benches, lighting, real-time signs, shelter structures and exclusive guideways.

<i>ConnectOregon</i> Franklin Boulevard Phase I Transit Stations	\$810,000
Local	\$125,000
Total Eligible Amount	\$935,000
Funds Remaining	\$794,832

29. [31675 ODOT | 2016-18 5311 35ft Vehicle purchase](#)

Current Status: Active (Extended to December 31, 2019)

This is a 5311 Transit Network grant, which funds the purchase of a heavy-duty, 35-foot transit vehicle to be used for an ADA pilot program for service between Florence and Yachats.

Heavy-duty ADA transit vehicle for service between Florence and Yachats	\$89,730
Local	\$10,270
Total Eligible Amount	\$100,000
Funds Remaining	\$89,730

**ADDITIONAL GRANT ACTIVITY:**

**Federal Transit Administration TrAMS Grant Applications**

LTD has submitted one grant application for bus purchases against existing formula appropriations from fiscal years ending 2013, 2014, and 2015.

**Federal Transit Administration 2016-2017 Formula Funds Application**

LTD has submitted its application for 2016-2017 Section 5307 Formula Funds in the amount of \$8,931,200. The application will include requests for the funding of the West Eugene EmX Extension, the Willow Creek Terminus Station, the Santa Clara Station, and the Glenwood bus parking lot reconfiguration projects. In accordance with the FY 2016-2017 approved budget, LTD will no longer use 5307 funds for preventive maintenance expenditures.

**Federal Transit Administration Grant**

LTD has been awarded a grant from FTA for its River Road Transit Community Implementation Plan. The grant will cover \$450,000 of the \$564,000 project costs. The project will be managed by the City of

Eugene. The required match of \$114,000 will be made by the City, which will contribute \$79,800 (70 percent), and LTD, which will contribute the remaining \$34,200 (30 percent). Both the City and LTD matched costs will consist of employee staff time and related labor costs and will not require either agency to contribute additional resources. The project specifically focuses on identifying opportunities and enabling the development of transit-oriented development. No expenditures have occurred as this grant has not yet been executed through TrAMS.

### **Federal Transit Administration Low or No Emission Vehicle Program Grant**

LTD has been awarded a grant through the Section 5339(c) Low or No Emission Vehicle grants program. The grant will cover \$3,479,675 to purchase zero-emission, battery-electric buses that will operate on bus routes servicing the Eugene and Springfield metropolitan areas. The required match is \$347,967 (10 percent). No expenditures have occurred as this grant has not yet been executed through TrAMS.

### **ConnectOregon VI Santa Clara Community Transit Center and Park & Ride**

LTD submitted a grant application on November 20, 2015, under the *ConnectOregon VI* program to help fund the construction of the Santa Clara Community Transit Center and Park & Ride. This project will provide a five-bay transit station, a 66-space Park & Ride, secure bike parking, and electric charging stations for the growing Santa Clara area. Facilitating the City of Eugene's growth vision for the corridor, it will serve as a community hub connecting 20,000 residents to regional jobs and services using transit, walking, and biking. The application requests \$3,000,000 to help support a total project cost of \$8,142,502. The total project cost includes the value of the land already paid for when the Santa Clara School site was purchased early last year. Funds from the sale of the other portions of the Santa Clara School site and from the sale of the current River Road Station site will complete the funding package for this project.

### **ODOT Safe Routes to Schools Non-infrastructure Grant for Springfield SRTS Program**

LTD has been awarded a grant from ODOT for \$134,652 to provide funding for the Springfield Safe Routes to Schools (SRTS) program, which continues the efforts to establish a long-term Safe Routes to Schools program within the Springfield School District. The grant will cover \$132,652 of the \$267,079 project costs. The required \$134,427 match will be through the Springfield School District with 10.27 percent of the match from ODOT Surface Transportation Program-Urban funds. The grant will pay for an SRTS coordinator, outreach, map printing, a portable speed reader, safety materials, and a small amount of pedestrian and bicycle safety in-class programming.

### **ODOT Public Transportation Grants**

LTD has prepared the following grant applications:

- 31455 ODOT using 5339 and 5309 grant funds for the purchase of 30-foot buses to replace aged Diamond Express vehicles. The prepared agreement is for a \$116,200 grant to support a total project cost of \$160,000, resulting in a local match requirement of \$43,800.

LTD has started the grant process for the following ODOT transportation grants:

- Enhanced Mobility of Seniors and Individuals with Disabilities Program 5310 and Special Transportation Fund Program (STF). These funds are distributed by the State to designated agencies through a formula and are intended to provide capital and service benefitting seniors and people with disabilities. The State application deadline is February 17, 2017. LTD has initiated the discretionary allocation process by soliciting prospective applicants and by posting grant notices in *The Register-Guard*. Applicants have been vetted and ranked by a grant



subcommittee. A public hearing will be held in early February, and the grant subcommittee will present the final recommendation to the LTD Board at its February meeting. Funding allocated to LTD for 5310 and STF has been reduced this biennium by 10.85 percent and 18 percent, respectively.

- Rural Areas Program 5311 and 5311(f) are formula funds with a January 20, 2017, application deadline. The 5311 funding is flat at \$160,056 and requires a 43.92 percent match for operating and a 10.27 percent match for capital, planning, and administration. This funding, along with STF and City of Florence match, funds the Florence Rhody Express. The Rural Intercity Bus Program 5311(f) requires a 50-percent match for operating and a 20-percent match for capital. This fund, along with City of Oakridge and STF match, funds the Diamond Express service.

**PROPOSED MOTION:** None.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** MONTHLY CASH DISBURSEMENTS

**PREPARED BY:** Ralph Lambert, Controller

**ACTION REQUESTED:** None

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**BACKGROUND:**

This agenda item is being provided in response to the Board's request for the implementation of financial practices that are consistent with other public entities. This agenda item provides a complete listing of all non-payroll disbursements for January 2017.

**ATTACHMENTS:** January 2017 Cash Disbursements

**PROPOSED MOTION:** None

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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
94589	01/05/2017	AMERICAN FAMILY LIFE	1,559.88
94590	01/05/2017	DEBRA BRYANT	245.00
94591	01/05/2017	CHAPTER 13 TRUSTEE	595.38
94592	01/05/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
94593	01/05/2017	COMCAST	199.45
94594	01/05/2017	CROCKETTS INTERSTATE TOWING	500.00
94595	01/05/2017	DISH NETWORK	102.02
94596	01/05/2017	EUGENE WATER & ELECTRIC BOARD	823.64
94597	01/05/2017	INTERNATIONAL FOUNDATION EBP	165.85
94598	01/05/2017	LIFEMAP ASSURANCE COMPANY	1,725.28
94599	01/05/2017	LTD REIMBURSEMENT PLAN	960.73
94600	01/05/2017	MCKENZIE SEW-ON	222.00
94601	01/05/2017	OREGON DEPARTMENT OF REVENUE	902.90
94602	01/05/2017	R E AUTO ELECTRIC, INC.	3,855.18
94603	01/05/2017	THOMAS B SCHWETZ	69.00
94604	01/05/2017	SMALL WORLD AUTO CENTER, INC	509.85
94605	01/05/2017	SPECIAL DISTRICTS INSURANCE SV	3,333.20
94606	01/05/2017	SPRINGFIELD UTILITY BOARD	0.00
94607	01/05/2017	SPRINGFIELD UTILITY BOARD	1,195.77
94608	01/05/2017	CAIC PRIMARY	1,227.92
94609	01/05/2017	EAN HOLDINGS, LLC	3,250.00
94610	01/05/2017	THE JERRY BROWN CO., INC.	225,847.59
94611	01/05/2017	KUHN INVESTMENTS, INC.	12,884.32
94612	01/05/2017	LTD & ATU PENSION TRUST	98,916.55
94613	01/05/2017	LTD EMPLOYEES FUND	214.00
94614	01/05/2017	LTD SALARIED EMP. PENSION PLAN	96,295.32
94615	01/05/2017	OFFICEMAX CONTRACT, INC.	83.49
94616	01/05/2017	PRE-PAID LEGAL SERVICES INC.	289.10
94617	01/05/2017	SPECIAL MOBILITY SERVICES INC.	173,009.77
94618	01/05/2017	UNITED WAY OF LANE COUNTY	580.00
94619	01/05/2017	WILDISH BUILDING COMPANY	951,823.80
94620	01/12/2017	AIRGAS USA, LLC	297.88
94621	01/12/2017	ALTA PLANNING AND DESIGN, INC.	3,233.00
94622	01/12/2017	BARRETT BUSINESS SERVICES INC	1,575.04
94623	01/12/2017	CENTURY LINK	523.01
94624	01/12/2017	COTTAGE GROVE CHMBR COMMERCE	300.00
94625	01/12/2017	CROCKETTS INTERSTATE TOWING	325.00
94626	01/12/2017	TALLMADGE DOYLE	12,000.00
94627	01/12/2017	EUGENE WATER & ELECTRIC BOARD	95.10
94628	01/12/2017	FASTENAL COMPANY	322.94
94629	01/12/2017	FIRST AMERICAN TITLE COMPANY	62.00
94630	01/12/2017	JANICE R. FRIEND	750.00
94631	01/12/2017	LLC FUSSY'S @ VALLEY RIVER PLAZA	4.60
94632	01/12/2017	GROVE MUELLER & SWANK, P.C.	15,000.00
94633	01/12/2017	IBM CORPORATION	480.00
94634	01/12/2017	IPSENAULT COMPANY	498.09
94635	01/12/2017	JOHNSON, ROBERTS, & ASSOCIATES	398.44
94636	01/12/2017	KAISER BRAKE & ALIGNMENT INC.	271.95
94637	01/12/2017	LARSCO, INC	1,697.29
94638	01/12/2017	LTD REIMBURSEMENT PLAN	139.75
94639	01/12/2017	GERALD P MORSELLO	700.00
94640	01/12/2017	NORTHWEST NATURAL GAS	9,377.56
94641	01/12/2017	PACIFICSOURCE ADMINISTRATORS,	757.30
94642	01/12/2017	RECORDXPRESS OF CALIFORNIA,LLC	56.34

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94643	01/12/2017	RG MEDIA COMPANY	615.00
94644	01/12/2017	SANIPAC	2,543.04
94645	01/12/2017	SIX ROBBLEES' INC	2,986.69
94646	01/12/2017	SPECIAL DISTRICTS INSURANCE	227,474.00
94647	01/12/2017	SPRINGFIELD UTILITY BOARD	14,383.39
94648	01/12/2017	THERMO KING NORTHWEST, INC.	1,903.18
94649	01/12/2017	TRI-COUNTY CHAMBER OF COMMERCE	255.00
94650	01/12/2017	TUMWATER PRINTING	5,959.98
94651	01/12/2017	VERIZON WIRELESS	812.72
94652	01/12/2017	WHA INSURANCE AGENCY, INC.	31,948.00
94653	01/12/2017	WHA INSURANCE AGENCY, INC.	100.00
94654	01/12/2017	DOUGLAS M. BARBER	3,000.00
94655	01/12/2017	BEDFORD FALLS, LLC	405.00
94656	01/12/2017	C & K PETROLEUM EQUIPMENT CO,	6,029.00
94657	01/12/2017	CENTRO LATINO AMERICANO	215.40
94658	01/12/2017	DEPARTMENT OF HUMAN SERVICES	19,940.28
94659	01/12/2017	FIELDPRINT, INC.	100.00
94660	01/12/2017	GILLIG CORPORATION	4,192.61
94661	01/12/2017	GRAINGER INC	177.06
94662	01/12/2017	HOLLAND & KNIGHT, LLP	460.00
94663	01/12/2017	JERRY'S HOME IMPROVEMENT CTR	722.59
94664	01/12/2017	LANE COUNCIL OF GOVERNMENTS	2,238.31
94665	01/12/2017	MOHAWK MANUFACTURING & SUPPLY	2,086.84
94666	01/12/2017	MUNCIE TRANSIT SUPPLY	1,692.02
94667	01/12/2017	MYRMO & SONS	1,529.33
94668	01/12/2017	NEW FLYER OF AMERICA, INC.	680,264.97
94669	01/12/2017	NEW FLYER OF AMERICA, INC.	1,467.13
94670	01/12/2017	NORTH COAST ELECTRIC	265.14
94671	01/12/2017	OFFICEMAX CONTRACT, INC.	823.27
94672	01/12/2017	PACIFIC POWER GROUP, LLC	958.23
94673	01/12/2017	PARKEON, INC.	1,470.00
94674	01/12/2017	PARSONS BRINCKERHOFF, INC.	61,819.20
94675	01/12/2017	ROADRUNNER DELIVERY	408.45
94676	01/12/2017	SMITH DAWSON & ANDREWS, INC.	2,415.00
94677	01/12/2017	SPECIAL MOBILITY SERVICES INC.	117,328.46
94678	01/12/2017	THORP, PURDY, JEWETT, URNESS,	0.00
94679	01/12/2017	THORP, PURDY, JEWETT, URNESS,	24,883.16
94680	01/12/2017	ZONES, INC.	1,197.92
94681	01/19/2017	ADVERTEISING PRODUCTS & PROMOS	196.34
94682	01/19/2017	ALARM SOLUTIONS, INC.	488.00
94683	01/19/2017	AMAL TRANSIT UNION #757	16,291.84
94684	01/19/2017	CHAPTER 13 TRUSTEE	595.38
94685	01/19/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
94686	01/19/2017	CINTAS CORPORATION	0.00
94687	01/19/2017	CINTAS CORPORATION	5,940.07
94688	01/19/2017	CITY OF EUGENE	13,141.12
94689	01/19/2017	COURTESY DELIVERY SERVICE	15.00
94690	01/19/2017	DHS RECEIPTING & TRUST	100,608.83
94691	01/19/2017	EUGENE WATER & ELECTRIC BOARD	0.00
94692	01/19/2017	EUGENE WATER & ELECTRIC BOARD	10,253.02
94693	01/19/2017	LLC FUSSY'S @ VALLEY RIVER PLAZA	128.75
94694	01/19/2017	MARK JOHNSON	135.00
94695	01/19/2017	LANE COMMUNITY COLLEGE	481.27
94696	01/19/2017	FRASER M MAC CARTNEY, JR	1,260.00



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94697	01/19/2017	MCKENZIE SEW-ON	73.00
94698	01/19/2017	MID-STATE INDUSTRIAL SERVICE	186.68
94699	01/19/2017	NORTHWEST NATURAL GAS	2,338.65
94700	01/19/2017	NORWEST SAFETY	234.55
94701	01/19/2017	OR DEPT/CONSUMER-BUSINESS SVC	112.00
94702	01/19/2017	OREGON DEPARTMENT OF REVENUE	841.02
94703	01/19/2017	OREGON SPINE/PHYSICAL THERAPY	625.00
94704	01/19/2017	OVERHEAD DOOR COMPANY	240.00
94705	01/19/2017	PROTECTIVE SERVICE LLC	754.33
94706	01/19/2017	RADIATOR SUPPLY HOUSE, INC.	65.00
94707	01/19/2017	RECORDXPRESS OF CALIFORNIA,LLC	56.34
94708	01/19/2017	SIX ROBBLEES' INC	845.50
94709	01/19/2017	SMALL WORLD AUTO CENTER, INC	283.98
94710	01/19/2017	SPRINGFIELD MOTORS, INC.	106.24
94711	01/19/2017	SPRINGFIELD UTILITY BOARD	502.89
94712	01/19/2017	STANS AUTO UPHOLSTERY, INC.	180.00
94713	01/19/2017	THERMO KING NORTHWEST, INC.	1,452.00
94714	01/19/2017	THOMSON REUTERS - WEST	471.92
94715	01/19/2017	THYSSENKRUPP ELEVATOR	702.40
94716	01/19/2017	TRANS WATCH	1,725.00
94717	01/19/2017	VALLEY FREIGHTLINER, INC	81.90
94718	01/19/2017	1996 LLC	45,775.93
94719	01/19/2017	ANA LABORATORIES, INC	578.20
94720	01/19/2017	BUCK'S SANITARY SERVICE, INC.	86.50
94721	01/19/2017	C & K PETROLEUM EQUIPMENT CO,	34,426.00
94722	01/19/2017	CH2M HILL, INC.	80,304.77
94723	01/19/2017	CUMMINS NORTHWEST, INC.	3,143.39
94724	01/19/2017	ENVIRONMENTAL SCIENCE &	760.37
94725	01/19/2017	G4S SECURE SOLUTIONS (USA) INC	59,794.33
94726	01/19/2017	GLORIA, J GALLARDO	7,642.50
94727	01/19/2017	GILLIG CORPORATION	3,325.85
94728	01/19/2017	GRAINGER INC	1,124.20
94729	01/19/2017	THE JERRY BROWN CO., INC.	450.12
94730	01/19/2017	LTD & ATU PENSION TRUST	100,960.55
94731	01/19/2017	LTD SALARIED EMP. PENSION PLAN	19,779.88
94732	01/19/2017	MOHAWK MANUFACTURING & SUPPLY	781.36
94733	01/19/2017	MOTION & FLOW CONTROL PRD, INC	1,191.80
94734	01/19/2017	MUNCIE TRANSIT SUPPLY	158.58
94735	01/19/2017	NEW FLYER OF AMERICA, INC.	2,461.97
94736	01/19/2017	OFFICEMAX CONTRACT, INC.	284.90
94737	01/19/2017	ONE CALL CONCEPTS, INC.	26.25
94738	01/19/2017	THE PAPE GROUP	200.00
94739	01/19/2017	PARSONS BRINCKERHOFF, INC.	180.92
94740	01/19/2017	RICOH USA, INC.	616.04
94741	01/19/2017	TIM SIMON	1,692.00
94742	01/19/2017	SPECIAL MOBILITY SERVICES INC.	233,409.23
94743	01/19/2017	TOUCHPOINT NETWORKS LLC	858.00
94744	01/19/2017	UNITED WAY OF LANE COUNTY	580.00
94745	01/19/2017	UTC FIRE-SECURITY AMERICAS INC	240.91
94746	01/19/2017	WANNAMAKER CONSULTING, INC.	15,200.00
94747	01/26/2017	BARRETT BUSINESS SERVICES INC	797.16
94748	01/26/2017	THOMAS BENFATTI	488.98
94749	01/26/2017	BRATTAIN INTERNATIONAL TRUCKS	741.71
94750	01/26/2017	CAPITAL ONE COMMERCIAL	343.65

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94751	01/26/2017	CASCADE TITLE & ESCROW	90,168.00
94752	01/26/2017	CASCADE TITLE & ESCROW	45,645.00
94753	01/26/2017	CASCADE TITLE & ESCROW	8,948.00
94754	01/26/2017	CASCADE TITLE & ESCROW	6,244.00
94755	01/26/2017	CASCADE TITLE & ESCROW	3,692.00
94756	01/26/2017	CASCADE TITLE & ESCROW	2,392.00
94757	01/26/2017	CASCADE TITLE & ESCROW	2,222.00
94758	01/26/2017	COASTWIDE LABORATORIES	446.35
94759	01/26/2017	CROCKETTS INTERSTATE TOWING	325.00
94760	01/26/2017	DEAD FLOWERS, LLC	11,600.00
94761	01/26/2017	ERGOFLEX CONSULTING, INC.	352.00
94762	01/26/2017	EUGENE WATER & ELECTRIC BOARD	401.50
94763	01/26/2017	JANICE R. FRIEND	1,081.25
94764	01/26/2017	LLC FUSSY'S @ VALLEY RIVER PLAZA	18.40
94765	01/26/2017	KOCER CRANE & TRAINING, LLC	490.00
94766	01/26/2017	KRISTIN KOKKELER	291.73
94767	01/26/2017	LIFEMAP ASSURANCE COMPANY	13,843.81
94768	01/26/2017	KRIS LYON	110.00
94769	01/26/2017	NIELSEN FASTENER	28.69
94770	01/26/2017	OIL PRICE INFORMATION SERVICE	232.00
94771	01/26/2017	OREGON DEPT. OF TRANSPORTATION	74,949.90
94772	01/26/2017	SMALL WORLD AUTO CENTER, INC	2,446.95
94773	01/26/2017	SPRINGFIELD MOTORS, INC.	72.67
94774	01/26/2017	SPRINGFIELD UTILITY BOARD	434.18
94775	01/26/2017	SUNSHINE PLANT CARE	300.00
94776	01/26/2017	TALLEY, INC.	291.41
94777	01/26/2017	UNITED INDUSTRIAL EQUIPMENT	198.96
94778	01/26/2017	VALLEY FREIGHTLINER, INC	540.99
94779	01/26/2017	WILLAMETTE VALLEY PHOTO BOOTH	399.00
94780	01/26/2017	1996 LLC	10,540.26
94781	01/26/2017	CUMMINS NORTHWEST, INC.	11,799.71
94782	01/26/2017	GILLIG CORPORATION	1,245.60
94783	01/26/2017	MODA HEALTH	36,076.80
94784	01/26/2017	MODA HEALTH	2,237.78
94785	01/26/2017	MOHAWK MANUFACTURING & SUPPLY	679.35
94786	01/26/2017	MOTION & FLOW CONTROL PRD, INC	216.54
94787	01/26/2017	MUNCIE TRANSIT SUPPLY	698.26
94788	01/26/2017	MYRMO & SONS	1,692.02
94789	01/26/2017	NEW FLYER OF AMERICA, INC.	1,771.26
94790	01/26/2017	NINFA'S ELITE CORPORATION	44,403.00
94791	01/26/2017	OFFICEMAX CONTRACT, INC.	991.44
94792	01/26/2017	PACIFIC POWER GROUP, LLC	89,293.72
94793	01/26/2017	PACIFICSOURCE HEALTH PLANS	600,025.66
94794	01/26/2017	ROADRUNNER DELIVERY	456.65
94795	01/26/2017	SPECIAL MOBILITY SERVICES INC.	201,127.34
94796	01/26/2017	TYREE OIL, INC.	125.00
94797	01/26/2017	VISION SERVICE PLAN	4,720.95
94798	01/26/2017	WILDISH BUILDING COMPANY	781,394.80
91020117	01/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	24,120.00
92020117	01/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	4,900.00
93012617	01/30/2017	BENEFIT PLANS ADMIN SVCS, LLC	11,005.85
802029396	01/05/2017	VALIC %CHASE BANK OF TEXAS	69,159.92
802047214	01/19/2017	VALIC %CHASE BANK OF TEXAS	71,552.35
803160104	01/05/2017	OREGON DEPARTMENT OF REVENUE	48,467.03



### Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
808074198	01/03/2017	BANK OF AMERICA	24.90
808074203	01/03/2017	BANK OF AMERICA	1,728.09
808074204	01/03/2017	BANK OF AMERICA	2,326.83
812093805	01/19/2017	MASS MUTUAL FINANCIAL GROUP	3,558.89
812160118	01/19/2017	OREGON DEPARTMENT OF REVENUE	51,506.36
816184699	01/05/2017	MASS MUTUAL FINANCIAL GROUP	3,374.14
842131427	01/19/2017	INTERNAL REVENUE SERVICE-EFTPS	214,135.77
844636343	01/13/2017	INTERNAL REVENUE SERVICE-EFTPS	96.72
851223038	01/05/2017	OREGON DEPARTMENT OF JUSTICE	1,981.00
851248264	01/19/2017	OREGON DEPARTMENT OF JUSTICE	1,981.00
863359698	01/25/2017	INTERNAL REVENUE SERVICE-EFTPS	862.84
874160105	01/11/2017	OREGON DEPARTMENT OF REVENUE	15.43
879160109	01/10/2017	OREGON DEPARTMENT OF REVENUE	4,830.60
885106624	01/05/2017	INTERNAL REVENUE SERVICE-EFTPS	201,280.94
887160109	01/13/2017	OREGON DEPARTMENT OF REVENUE	26.05
894074412	01/11/2017	INTERNAL REVENUE SERVICE-EFTPS	69.09
<b>232 Checks</b>			<b>\$6,410,127.45</b>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** MONTHLY REPORT OF EXECUTED CONTRACTS

**PREPARED BY:** Collina Washington, Procurement Manager

**ACTION REQUESTED:** None. Information only.

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**BACKGROUND:**

To assist the LTD Board of Directors (Board) in establishing Contract/Signature Authority Approval Levels, the General Manager has requested that Procurement provide a monthly report of contracts entered into during the prior month.

**ATTACHMENTS:** Report of Executed Contracts, January 2017

**PROPOSED MOTION:** None.

Q:\Reference\Board Packet\2017\February\Feb 15 Reg Bd Mtg\Jan 2017 Contract Report.docx



**LANE TRANSIT DISTRICT  
EXECUTED CONTRACTS  
January 2017**

DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	FREQUENCY	CONTRACT VALUE	NOTES
11/30/2016	Lane Council of Governments	Unified Planning Work Program - FY 2016 and FY 2017	IGA	Oct 1, 2016 - Sep 30, 2017	Project Specific	\$ 43,012.00	
12/13/2016	Limelight Department	Group Pass Program with Emergency Ride Home Employer Program (Point2point) - 10 Employees	Group Pass	Jan 1, 2017 - Dec 31, 2017	Auto Renew	\$ 1,300.80	
12/29/2016	Trapeze Software Group	Amendment One to Master Agreement for the upgrade of software and equipment related to the TransitMasterTM CAD/AVL System	Goods and Services	Dec 29, 2016 - Jun 30, 2022	NA	\$ 2,197,281.26	This agreement allowed for the purchase of latest generation equipment for LTD's AVL/CAD, as well as an update to the overall maintenance and service agreements to include required federal terms and conditions. Contract value includes \$924,587 for initial equipment and software upgrade PLUS five years of maintenance costs.
1/4/2017	John Hachmann	Procurement Technical Assistance	Professional Services	Jan 1, 2017 - Jun 30, 2017	NA	\$ 25,000.00	
1/9/2017	City of Eugene	Amendment One to IGA related to Group Pass Program - 1406 Employees	Group Pass	Feb 19, 2016 - Dec 31, 2017	Auto Renew	\$ 182,892.48	Update of Service fee to current rate; update of invoicing information and contract administrators
1/10/2017	Elms Landscape Services	Landscape Maintenance Services	Goods and Services	Jan 10, 2017 - June 30, 2017	NA	\$ 96,764.00	Change Notice #6; contract amendment to extend contract termination date to allow for competitive bidding of services without lapse in service; contract value represents total budget for FY 17 and not actual expenditure.
1/10/2017	Lane County School District 4J	Regional Safe Routes to School Program	IGA	Oct 1, 2016 - Sept 30, 2017	Annual	\$ 92,054.89	Execution of agreement delayed to allow staff time to verify funding sources; Funding through ODOT 2015-2018 Statewide Transportation Improvement Program (STIP)
1/17/2017	Springfield Public Schools	Regional Safe Routes to School Program	IGA	Oct 1, 2016 - Sept 30, 2017	Annual	\$ 59,015.82	Execution of agreement delayed to allow staff time to verify funding sources; funding through 3-year grant from ODOT Transportation Safety Division to continue SRTS Program
1/20/2017	Trapeze Software Group	Amendment Once to the Software License and Maintenance Agreement for the customization of the NOVUS software (Accessible Services)	Goods and Services	Jan 20, 2017 - June 30, 2022	NA	\$ 2,036,296.00	Contract value represents expenditure for software, customizations, and estimated value for annual license fees and software upgrade and maintenance fees
1/23/2017	River Cities Taxi	For operation of the Rhody Express Fixed-Route Transportation Service	Transportation Service Agreement	Jul 1, 2016 - Jun 30, 2017	Annual	\$ 194,000.00	Change Notice #3; RideSource; execution of agreement delayed to allow staff to verify funding source
1/23/2017	City of Eugene River House Outdoor Program	Safe Routes to School Bike Safety Education Program	IGA	Sep 1, 2016 - Jun 30, 2017	Annual	\$ 6,500.00	Reimbursement for a non-grant funded position in the programming, coordination, and leadership of the Springfield classes outside of the City of Eugene service area for the 2016-17 school year
1/31/2017	Alternative Work Concepts	Travel Training, Transit Hosts, In-Person Transportation Assessments and RideSource Call Center Sensitivity Training	Professional Services	Jul 1, 2016 - Jun 30, 2017	Annual	\$ 176,195.00	Change Notice #4; RideSource; execution of agreement delayed to allow staff to verify funding sources

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** REPORT TO THE BOARD - EMERGENCY PROCUREMENT

**PREPARED BY:** Collina Washington, Procurement Manager

**ACTION REQUESTED:** None. Information Only

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**POLICY:** According to LTD's Purchasing Policy and Rules ("Rules"), Section 6.10 Emergency Contracts, "LTD may, without following the Competitive Procurement requirements of the Rules and without competition, make or authorize procurements of goods or services in an emergency. In making such a procurement, LTD shall document the nature of the emergency and describe the source selection methods used for the procurement." Additionally, for a contract of \$50,000 or less, the General Manager shall, by written resolution, document the nature of the emergency and describe the source selection methods used for the procurement.

**BACKGROUND:** On September 20, 2016, the Springfield Utility Board (SUB) informed LTD via phone that there appeared to be a leak in the fire protection water line. SUB advised that LTD should wait a month to verify the meter reading. The follow-up call to LTD was in October 2016, in which the leak was confirmed.

Upon confirmation of the leak and given the nature of the problem, LTD's Facilities Management staff contacted the then on-call contractor, Chambers Construction, to assist in narrowing down the search for the leak. The Contractor began their search in an area near the north warehouse (located within the bus lot at the Glenwood Facility). On November 21, 2016, Delta Construction, a subcontractor to Chambers Construction, came out and cut a piece of concrete out and dug a hole in search of the exact section of the fire protection line where the leak was occurring. It was discovered that the leak was not where it was originally thought to be, so Delta had to uncover the entire length of the pipe. Once the leak was discovered and properly fixed, Delta backfilled the hole and poured new concrete.

Given the need to take immediate action to stop the leak, LTD Facilities Management staff authorized the subcontractor to perform the work ahead of the formal purchase order process. No source selection process was undertaken since the prime contractor was, at the time of the initial notification, an on-call contractor.

**ATTACHMENTS:** None.

**PROPOSED MOTION:** None.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** MONTHLY PERFORMANCE REPORTS

**PREPARED BY:** Ralph J. Lambert, Controller

**ACTION REQUESTED:** None

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**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) November 2016 Performance Reports
- 2) December 2016 RideSource Activity and Productivity reports

**PROPOSED MOTION:** None

**LANE TRANSIT DISTRICT**  
**November 2016 Performance Report \***  
31-January-2017

Performance Measure	Current Month	Prior Year's		Current Y-T-D	Previous Y-T-D		Current 12 Month	Prior 12 Month		
		Month	% Change		Y-T-D	% Change		12 Month	% Change	
<b>Fixed Route Service</b>										
Passenger Boardings	<b>894,382</b>	890,563	+ 0.4%	<b>4,125,281</b>	4,096,687	+ 0.7%	<b>10,276,972</b>	10,337,646	- 0.6%	
Mobility Assisted Riders	<b>13,094</b>	12,483	+ 4.9%	<b>70,147</b>	69,930	+ 0.3%	<b>164,982</b>	159,904	+ 3.2%	
<u>Average Passenger Boardings:</u>										
Weekday	<b>35,205</b>	37,460	- 6.0%	<b>31,760</b>	32,027	- 0.8%	<b>33,760</b>	34,326	- 1.6%	
Saturday	<b>18,514</b>	22,963	- 19.4%	<b>19,921</b>	20,805	- 4.3%	<b>18,839</b>	19,202	- 1.9%	
Sunday	<b>11,456</b>	9,902	+ 15.7%	<b>10,514</b>	9,855	+ 6.7%	<b>10,163</b>	9,576	+ 6.1%	
Monthly Revenue Hours	<b>22,765</b>	21,952	+ 3.7%	<b>113,872</b>	110,095	+ 3.4%	<b>271,787</b>	259,546	+ 4.7%	
Boardings Per Revenue Hour	<b>39.3</b>	40.6	- 3.2%	<b>36.23</b>	37.21	- 2.6%	<b>37.81</b>	39.83	- 5.1%	
Weekly Revenue Hours	<b>5,258</b>	5,245	+ 0.2%	<b>5,260</b>	4,990	+ 5.4%	<b>5,242</b>	4,991	+ 5.0%	
Weekdays	<b>22</b>	20		<b>109</b>	107		<b>261</b>	256		
Saturdays	<b>4</b>	4		<b>22</b>	21		<b>52</b>	51		
Sundays	<b>4</b>	5		<b>22</b>	24		<b>52</b>	56		

**Passenger Revenues & Sales**

Passenger revenues and sales information will be updated in the online version of the performance report when the November 2016 financial reports are presented to the Board of Directors in the February Board packet.

Go to <https://www.ltd.org/monthly-performance-reports> to access the updated report at that time.

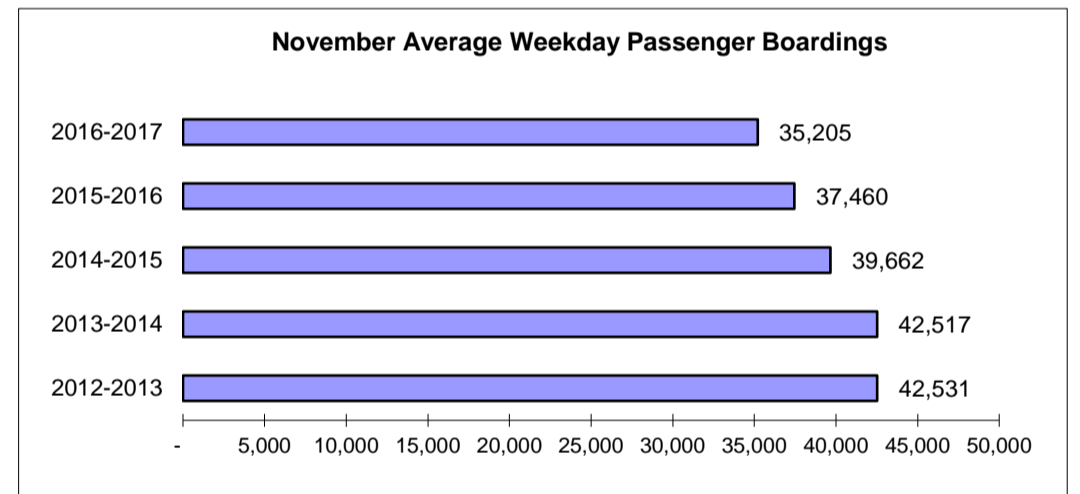
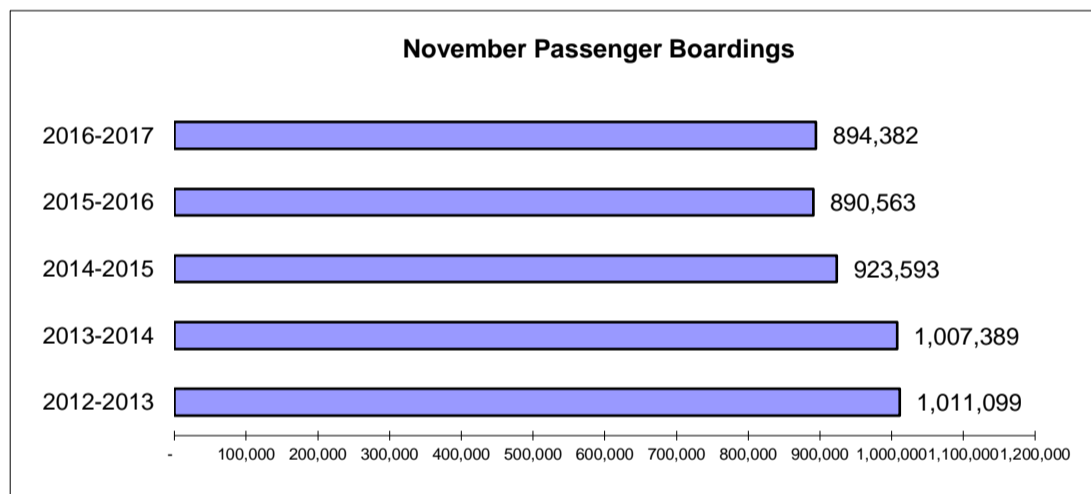
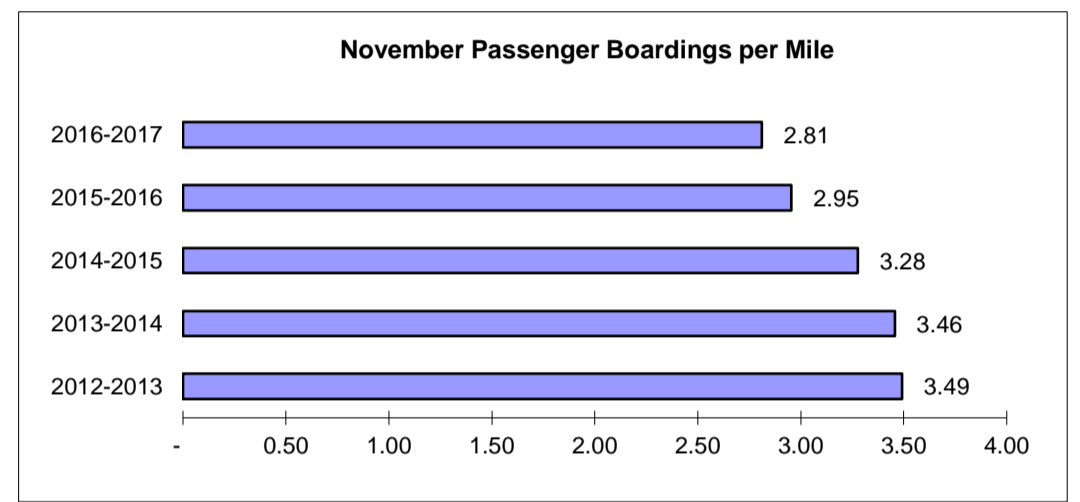
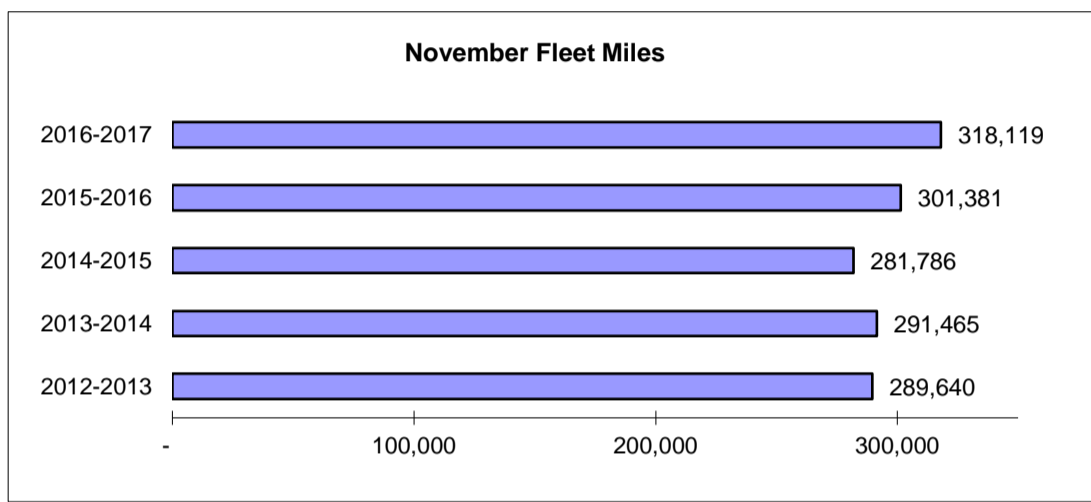
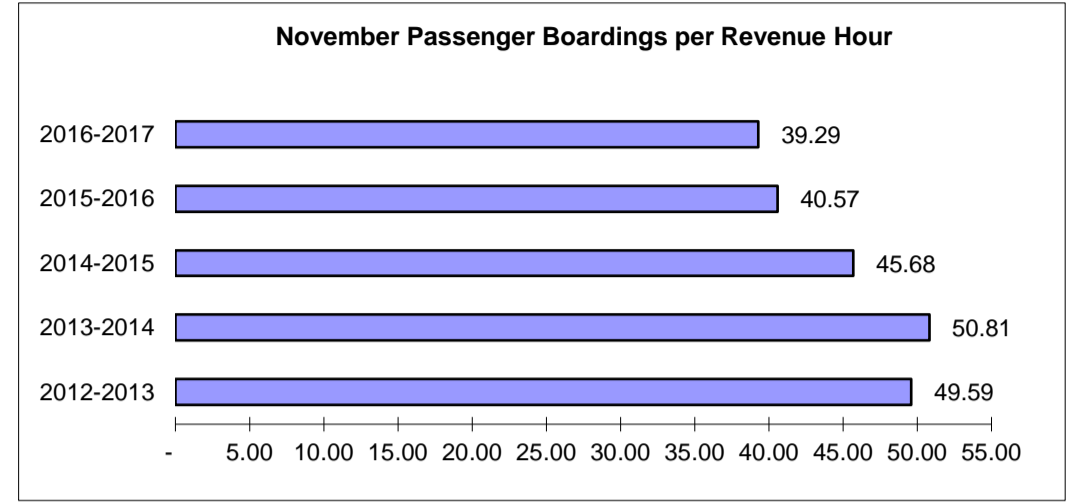
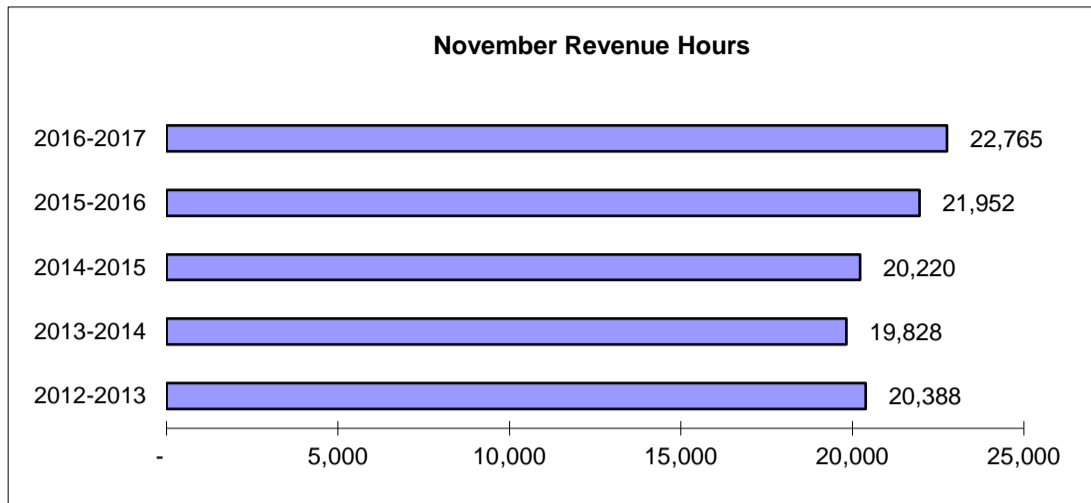
**Fleet Services**

Fleet Miles	<b>318,119</b>	301,381	+ 5.6%	<b>1,598,034</b>	1,533,967	+ 4.2%	<b>3,814,584</b>	3,619,074	+ 5.4%
Average Passenger Boardings/Mile	<b>2.81</b>	2.95	- 4.9%	<b>2.58</b>	2.67	- 3.3%	<b>2.69</b>	2.86	- 5.7%
Fuel Cost	<b>\$209,874</b>	\$127,911	+ 64.1%	<b>\$1,362,740</b>	\$737,400	+ 84.8%	<b>\$2,712,163</b>	\$1,893,560	+ 43.2%
Fuel Cost Per Mile	<b>\$0.660</b>	\$0.424	+ 55.4%	<b>\$0.853</b>	\$0.481	+ 77.4%	<b>\$0.711</b>	\$0.523	+ 35.9%
Repair Costs	<b>\$235,875</b>	\$212,621	+ 10.9%	<b>\$1,116,344</b>	\$1,200,705	- 7.0%	<b>\$2,675,881</b>	\$2,855,823	- 6.3%
Total Repair Cost Per Mile	<b>\$0.741</b>	\$0.705	+ 5.1%	<b>\$0.699</b>	\$0.783	- 10.8%	<b>\$0.701</b>	\$0.789	- 11.1%
Preventive Maintenance Costs	<b>\$32,527</b>	\$28,818	+ 12.9%	<b>\$181,507</b>	\$150,505	+ 20.6%	<b>\$423,421</b>	\$392,458	+ 7.9%
Total PM Cost Per Mile	<b>\$0.102</b>	\$0.096	+ 6.9%	<b>\$0.114</b>	\$0.098	+ 15.8%	<b>\$0.111</b>	\$0.108	+ 2.4%
Mechanical Road Calls	<b>26</b>	46	- 43.5%	<b>131</b>	210	- 37.6%	<b>383</b>	504	- 24.0%
Miles/Mech. Road Call	<b>12,235</b>	6,552	+ 86.7%	<b>12,199</b>	7,305	+ 67.0%	<b>9,960</b>	7,181	+ 38.7%

**Special Mobility Service**

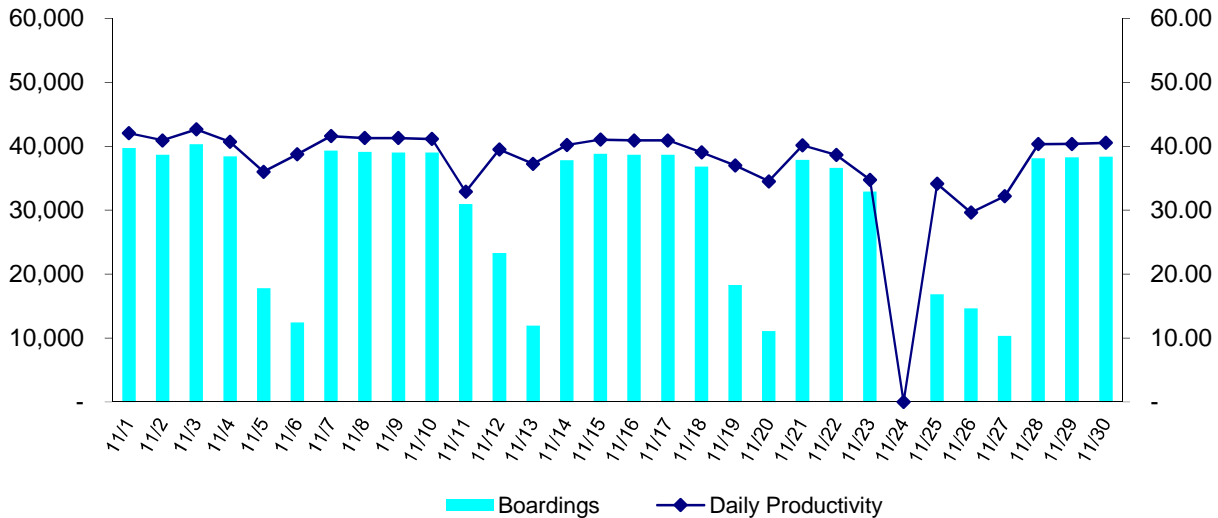
SMS Rides	<b>12,618</b>	15,036	- 16.1%	<b>71,081</b>	80,662	- 11.9%	<b>180,713</b>	194,996	- 7.3%
SMS Ride Refusals	-	-	+ 0.0%	-	8	- 100.0%	-	10	- 100.0%
RideSource	<b>6,976</b>	6,831	+ 2.1%	<b>35,556</b>	37,365	- 4.8%	<b>87,049</b>	89,031	- 2.2%
RideSource Refusals	-	-	+ 0.0%	-	2	- 100.0%	-	4	- 100.0%

\* Data for prior months has been updated to reflect error corrections from missing passenger count data



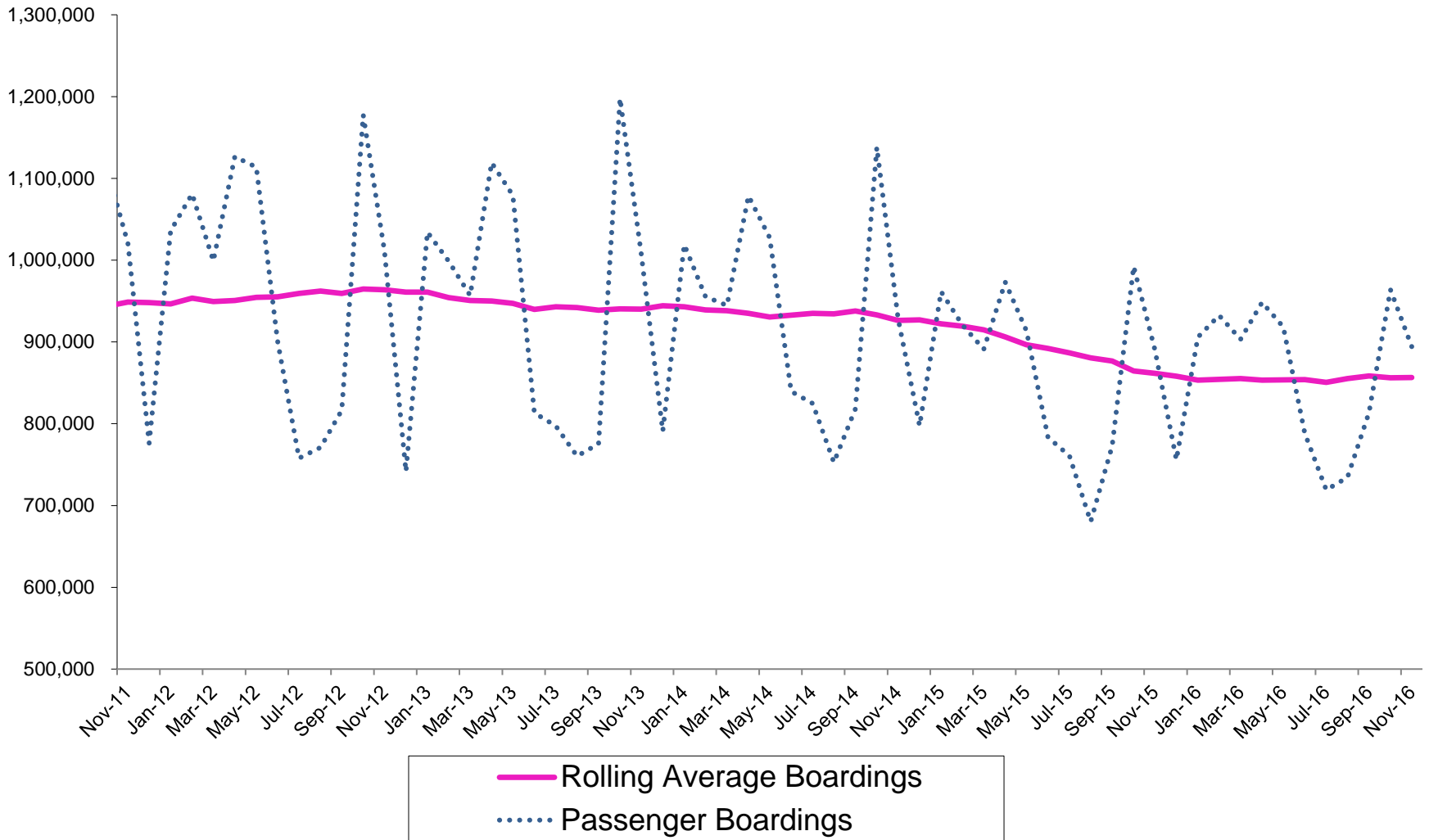
## Daily Ridership Recap November 2016

Date	Day	Service	Boardings	Mobility	Revenue	Daily
				Assisted Boardings	Hours	Productivity
11/1/2016	Tuesday	Weekday	39,748	596	946.00	42.02
11/2/2016	Wednesday	Weekday	38,659	568	945.00	40.91
11/3/2016	Thursday	Weekday	40,321	732	946.00	42.62
11/4/2016	Friday	Weekday	38,431	662	945.00	40.67
11/5/2016	Saturday	Saturday	17,822	321	495.00	36.00
11/6/2016	Sunday	Sunday	12,438	211	321.00	38.75
11/7/2016	Monday	Weekday	39,313	573	945.00	41.60
11/8/2016	Tuesday	Weekday	39,115	576	947.00	41.30
11/9/2016	Wednesday	Weekday	39,013	554	945.00	41.28
11/10/2016	Thursday	Weekday	39,039	542	949.00	41.14
11/11/2016	Friday	Weekday	30,992	489	943.00	32.87
11/12/2016	Saturday	Saturday	23,293	354	590.00	39.48
11/13/2016	Sunday	Sunday	11,951	225	321.00	37.23
11/14/2016	Monday	Weekday	37,806	533	941.00	40.18
11/15/2016	Tuesday	Weekday	38,809	453	946.00	41.02
11/16/2016	Wednesday	Weekday	38,655	501	945.00	40.90
11/17/2016	Thursday	Weekday	38,659	554	945.00	40.91
11/18/2016	Friday	Weekday	36,802	492	943.00	39.03
11/19/2016	Saturday	Saturday	18,305	296	495.00	36.98
11/20/2016	Sunday	Sunday	11,110	147	322.00	34.50
11/21/2016	Monday	Weekday	37,897	567	944.00	40.15
11/22/2016	Tuesday	Weekday	36,641	491	948.00	38.65
11/23/2016	Wednesday	Weekday	32,910	430	947.00	34.75
11/24/2016	Thursday	Weekday	-	-	-	-
11/25/2016	Friday	Weekday	16,861	331	494.00	34.13
11/26/2016	Saturday	Saturday	14,634	281	494.00	29.62
11/27/2016	Sunday	Sunday	10,323	186	321.00	32.16
11/28/2016	Monday	Weekday	38,148	459	946.00	40.33
11/29/2016	Tuesday	Weekday	38,298	526	949.00	40.36
11/30/2016	Wednesday	Weekday	38,389	444	947.00	40.54
<b>Totals</b>			<b>894,382</b>	<b>13,094</b>	<b>22,765</b>	<b>39.29</b>



# LANE TRANSIT DISTRICT

## Five Year History of Passenger Boardings



## Special Mobility Services: RideSource Activity and Productivity Information

December-16	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>RideSource Ridership</b>	12,618	14,862	-15.1%	86,470	95,912	-9.8%	181,680	195,151	-6.9%
RideSource(All Modes)	11,175	12,966	-13.8%	74,257	81,216	-8.6%	153,981	164,392	-6.3%
Shopper	478	568	-15.8%	2,987	3,529	-15.4%	6,404	7,446	-14.0%
Escort Volunteers-Metro	714	953	-25.1%	6,828	7,570	-9.8%	16,256	15,105	7.6%
Escort Volunteers-Rural	251	375	-33.1%	2,398	3,597	-33.3%	5,039	8,208	-38.6%
<b>RideSource Cost per Ride</b>	\$ 30.51	\$ 24.69	23.6%	\$ 26.74	\$ 23.42	14.2%	\$ 25.41	\$ 23.28	9.2%
RideSource(All Modes)	\$ 33.32	\$ 27.25	22.3%	\$ 30.00	\$ 26.53	13.1%	\$ 28.85	\$ 26.48	9.0%
RideSource Shopper	\$ 18.81	\$ 13.77	36.6%	\$ 16.65	\$ 12.36	34.7%	\$ 14.53	\$ 11.96	21.6%
RideSource Escort	\$ 3.75	\$ 4.30	-12.7%	\$ 3.77	\$ 4.35	-13.4%	\$ 3.80	\$ 4.33	-12.2%
<b>Ride Reservations</b>	13,682	14,474	-5.5%	82,912	91,299	-9.2%	171,315	183,816	-6.8%
Cancelled Number	3,038	1,512	100.9%	9,647	9,026	6.9%	18,847	18,087	4.2%
Cancelled % of Total	22.20%	10.45%		11.64%	9.89%		11.00%	9.84%	
No-Show Number	61	95	-35.8%	409	661	-38.1%	879	1,449	-39.3%
No-Show % of Total	0.45%	0.66%		0.49%	0.72%		0.51%	0.79%	
Ride Refusals Number	0	0	0%	0	8	-100.0%	0	12	-100.0%
Ride Refusals % of Total	0.00%	0.00%		0.00%	0.01%		0.00%	0.01%	
<b>Service Hours</b>	7,841	7,607	3.1%	47,956	46,792	2.5%	97,121	94,885	2.4%
Agency Staff	7,841	7,517	4.3%	47,950	46,167	3.9%	96,642	93,516	3.3%
Agency SMS Volunteer	-	90	-100.0%	6	625	-99.0%	479	1,369	-65.0%
Avg. Trips/Service Hr.	1.49	1.78	-16.3%	1.61	1.81	-11.0%	1.65	1.81	-8.8%
<b>RideSource System Miles</b>	89,662	95,849	-6.5%	568,553	599,614	-5.2%	1,166,394	1,207,431	-3.4%
Avg. Miles/Trip	7.69	7.08	8.6%	7.36	7.08	4.0%	7.27	7.03	3.5%
Miles/Vehicle Hour	11.44	12.60	-9.2%	11.86	12.81	-7.5%	12.01	12.73	-5.6%



## Special Mobility Services: RideSource Activity and Productivity Information

December-16	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>On-Time Performance %</b>	86.8%	86.3%	0.6%	86.8%	85.8%	1.2%	87.0%	85.6%	1.6%
Sample	9,999	11,856		67,800	74,606		140,319	150,737	
On-Time	8,677	10,232		58,851	64,014		122,083	129,068	

- 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.

- 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 2017

December-16

	Current Month	Last Yr Curr Month	Curr YTD	Last Yr YTD	Curr 12 Months	Last Yr 12 months
Total Cost per Cost Model	508,849	498,104	3,023,206	2,979,380	6,048,620	5,824,967
Less Brokerage	123,607	130,611	706,908	727,319	1,427,434	1,274,901
Less Oakridge	309	619	3,817	5,379	4,773	7,744
<b>RS Total</b>	<b>384,933</b>	<b>366,874</b>	<b>2,312,481</b>	<b>2,246,682</b>	<b>4,616,413</b>	<b>4,542,322</b>
Less Shopper	8,990	7,821	49,728	43,631	93,076	89,019
Less Vol Escort	3,623	5,713	34,766	48,593	80,913	100,854
<b>RS All Modes</b>	<b>372,320</b>	<b>353,340</b>	<b>2,227,987</b>	<b>2,154,458</b>	<b>4,442,424</b>	<b>4,352,449</b>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** MONTHLY DEPARTMENT REPORTS

**PREPARED BY:** Aurora Jackson, General Manager

**ACTION REQUESTED:** None

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**BACKGROUND:**

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

**ATTACHMENT:** Monthly Department Reports – February 2017

Q:\Reference\Board Packet\2017\February\Feb 15 Reg Bd Mtg\Dept Report AIS.docx



## MONTHLY DEPARTMENT REPORTS

February 15, 2017

### OFFICE OF THE GENERAL MANAGER

*Aurora Jackson, General Manager*

General Manger, Aurora Jackson, submitted a request to renew her membership to the Travel Lane County Board of Directors. Additionally, Ms. Jackson applied to serve on the Board of Cornerstone Community Housing. Working closely with both of these important partners helps to strengthen LTD's commitment to serving the community.

### SERVICE DELIVERY

*Mark Johnson, Assistant General Manager*

#### **ACCESSIBLE AND CUSTOMER SERVICES**

*Cosette Rees, Accessible and Customer Services Manager*

##### **Novus RideSource Software Update**

Staff are working with TripSpark toward a go-live date of July 1 for this software. This work represents the critical components of the Novus software; additional features also will continue to be added over the following weeks moving toward full implementation. Novus is an out-of-the-box software that has significant customization to meet the needs of LTD's fully integrated brokerage. Among other features, this software will allow staff to realize increased efficiencies, reporting capability, and provide improved customer service.

##### **RideSource Request for Proposal**

In January LTD made public the Request for Proposal for RideSource Brokerage and Operations. The intention is to award the contract by May 1, with an effective date of July 1. A pre-bid meeting and facility tour was held on February 1 and was well attended by prospective bidders.

##### **Biennial Discretionary Funds Process**

The LTD Board Accessible Transportation Committee (ATC) also functions as the Special Transportation Fund (STF) Advisory Committee. According to Oregon Revised Statutes (ORS) and the Oregon Administrative Rules (OAR), this committee is responsible for overseeing the public involvement process and making a funding recommendation to LTD for STF funds. As the funding is intertwined and timelines the same, the STF Advisory includes state 5310 funding in their recommendation. Staff will present the funding allocation recommendations, as a result of this very short but thorough process, at the February 15 Board meeting. The funding application is due to the state on February 17.

### **Lane Coordinated Public Transit-Human Service Transportation (Coordinated Plan) Update**

LTD will be updating the Coordinated Plan and was planning to do this as part of the 5310 and Special Transportation Fund public participation process. However, because that process has such a tight timeline, staff are decoupling the Coordinated Plan to do more robust outreach. Staff will bring the plan to the Board in the fall for adoption.

### **POINT2POINT**

*Theresa Brand, Transportation Options Manager*

- Point2point staff are settling into their new location downtown and laying the ground work for the spring and summer outreach events and campaigns. Planning is underway for this year's Business Commute Challenge, which will be held in mid-May.
- Staff are working to assist the Safe Routes to Schools Coordinators in all three local school districts with preparation for Walk and Bike Month outreach activities, which will be held in May.

### **SmartTrips**

- Staff are reviewing the recently completed *SmartTrips* Thurston report.
- Staff are working with Alta Planning and Design to analyze the health impacts of the active transportation used during the *SmartTrips* Thurston program. The information collected will be useful in looking at the holistic impacts of future mode shift programs and campaigns and their impact on improving community health.

### **School Programs**

- As of early January, all three Safe Routes To Schools (SRTS) Coordinator positions have been filled, and the new staff have started their positions. They are:
  - Bob Beals - Bethel School District
  - Sarah Mazze - 4J
  - Laugton Elliott-Deangelis - Springfield School District

All three have excellent skills and abilities, and staff are excited about the future of the Regional Safe Routes to Schools Program.

- Program planning and coordination meetings are underway with the SRTS Coordinators and Cody Franz, the Point2point schools program coordinator. Some of the efforts include information sharing and training and program development for the remaining school year.
- Pedestrian education classes have been scheduled in the Districts and will begin over the next two months. At the same time, Bicycle education classes are being scheduled in all three districts and are led through a contract with the City of Eugene Riverhouse Program.
- The final touches are being placed on the 2016-2021 SRTS Regional Strategy, which will serve as a guiding document for the Regional SRTS Program. Point2point is responsible for directing those efforts over the next five years.

### **Drive Less Connect/Oregon Drive Less Challenge**

Cody Franz, Schoolpool coordinator, has been working with the Village School to provide Schoolpool matches to all families who did not opt out of the program. There are 265 student/parent records that have been uploaded to Drive Less Connect. It is anticipated that additional schools will be added to the database over the next year as an enhanced marketing effort is underway working with the SRTS Coordinators in each district.

Tracy Ellis, rideshare program specialist, has entered into planning discussions with the statewide team in preparation for the 2017 Oregon Drive Less Challenge.

Lane County Drive Less Connect (DLC) statistics for January are:

- 294 new users enrolled in DLC
- 1036 non-drive-alone trips reported
- 25,028 non-drive-alone miles reported
- 38 Ridematch searches performed
- 3 Ridematch requests sent

### **Vanpool Program**

Staff have been preparing for two vanpool workshops scheduled in February.

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

- 16 vanpools traveling to/from Eugene-Springfield (One van is on hiatus)
- 3,188 passenger boardings
- 171,684 passenger miles
- 104,384 pounds CO<sub>2</sub> reduced

### **CarShare Program**

Enterprise Carshare has plans to combine the neighborhood program and the University carsharing program. Staff have been meeting with Enterprise staff to determine community needs and how best to proceed given the Enterprise business model. Staff also are working with Enterprise to develop promotions that will help increase membership and utilization. Enterprise has removed three vehicles from the carshare program that were not receiving adequate usage.

December statistics for the regional Carshare program operated by Enterprise CarShare:  
*(Carshare reporting experiences a 30-day lag)*

- 3 new members
- 125 active members
- 58 reservations
- 7 percent utilization

### **Employer Programs/Employer Outreach**

- Staff continue to roll out components of the Employer Phased Outreach Action Plan that is specifically tied to the Point2point 2015-2020 Strategic Plan. Updated employer materials have been developed by working with the Marketing Department, and next staff will be working on enhanced website improvements on the Employer Tab.
- Three individuals registered for the Emergency Ride Home Program.

### **Business Commute Challenge**

Planning for this year's Business Commute Challenge (BCC) event is in progress and is scheduled to be held May 13-19. The goal is to increase participation by an additional 10 percent over the last two year's results.

The 2016 six-month post survey was completed and shows a 7.4 percent reduction in drive-alone trips compared to trips taken prior to the 2016 event. The 2016 report is being finalized and will be given to the Board upon completion.

### **General Outreach**

- Train the Trainer - Staff have completed outreach with Cornerstone Housing and will be approaching St. Vincent De Paul Housing for the next session of Train the Trainer.
- Staff are developing contacts and planning for spring and summer events, including outreach at the six Eugene Party in the Parks, two Sunday Streets, and pop-ups at various locations including Fred Meyers (Guerilla outreach efforts).

### **OPERATIONS**

*Jake McCallum, Director of Operations*

There is no Operations report this month.

## **ADMINISTRATION**

*Roland Hoskins, Assistant General Manager*

### **HUMAN RESOURCES**

*David Collier, Director of Human Resources and Risk Management*

#### **Recruitment**

- The Transit Operations Division has a class of ten operators scheduled to start on February 20. Screening, interviews, and reference checks have begun for additional operators to start in March or April.
- The Administrative Department has hired Debera Massahos as the compliance manager. Debera started on January 17. Prior to LTD, Debera was the construction contracts manager for Oregon State University where she spent a little more than two years.
- The Executive Department has hired David Chadwick as the executive secretary, and he began work on February 6. Prior to LTD, David had been with JewelsEdit in Los Angeles for the past seven years as a personal/executive assistant.

## PUBLIC AFFAIRS

*Edward McGlone, Director of Public Affairs*

### **GOVERNMENT RELATIONS:**

The Co-Chairs of the Joint Ways and Means Committee have released their budget proposal for the 2017-18 biennium. The proposal reduces the transportation program area by 16.8 percent and includes a reduction in funding for public transit subsidies for seniors and people with disabilities. This cut has been accounted for in the proposed funding allocation passed by the LTD Accessible Transportation Committee (ATC). The ATC proposal calls for a roughly \$1 million increase in General Fund transfer to the Accessible Services Fund over the same biennium to account for reduced state support.

The Joint Committee on Transportation Preservation and Modernization met on February 1, 2017, the first day of the legislative session. The committee, which is co-chaired by Senator Lee Beyer, indicated a plan to create several workgroups dedicated to specific subject matters including public transit. The co-chairs of the committee have stated they intend to conduct a more open and transparent process than has generated prior transportation packages. Committee leadership also released a proposed framework for a transportation package, which is included with other board packet materials for the legislative update.

On January 31, 2017, the United States Senate confirmed Elaine Chao's nomination as the next Secretary of Transportation by a 93-6 vote. A new administrator for the Federal Transit Administration has not yet been nominated.

Observers await President Donald Trump's eventual release of an infrastructure proposal that will fulfill his campaign promise of \$1 trillion in infrastructure investment. Meanwhile, Senate Democrats have released a \$1 trillion infrastructure proposal that includes investment in public transit infrastructure. Rep. Peter DeFazio also has released a white paper on transportation investment principles. The white paper is included in the Board Packet.

### **MARKETING AND COMMUNICATIONS:**

The Marketing and Communications team kicked off outreach for the West Eugene Service Redesign at the Good Earth Home and Garden Show held January 20-22. Intensive outreach to the community for several significant proposed changes to service in West Eugene commenced on February 8 with the public launch of a survey seeking feedback on the proposals.

### **BOARD SUPPORT:**

- Clerk of the Board Jeanne Schapper retired on January 27, 2017, after a 10-year career with LTD. She will temporarily be replaced by Camille Straub (formerly Gandolfi), who has previously worked at LTD.
- The Board Support Workgroup has been resurrected to finalize internal process and procedure changes needed to complete a revised job description for the Clerk of the Board position. A hiring process is expected to commence in late March for a permanent replacement.



**PLANNING AND DEVELOPMENT**

*Tom Schwetz, Director of Planning and Development*

There is no Planning and Development report this month.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

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

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** None

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### BACKGROUND:

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

- A. **Trillium Update:** The Board is provided quarterly updates regarding costs on the new contract in order to appropriately track expenditures. The next update is scheduled for the March meeting.
- B. **Selection of Pension Trustee-elect:** Pension Trustee and Board Member Gary Gillespie's term expires at the end of 2017. In March, after the second new member has been appointed, the Board will be asked to appoint a trustee-elect to serve as a trainee until such time as Mr. Gillespie resigns as trustee or is no longer a member of the LTD Board.
- C. **TransitStat:** The Board will receive periodic updates from this work group on TransitStat accomplishments to date. The next update is expected to be presented to the Board in March.
- D. **Utility Consumption Report:** In March a semi-annual report will be provided in concert with an update on the work of the Environmental and Sustainability System (ESMS) Team.
- E. **Board Member Committee Assignments:** It is likely that the Governor may not fill the remaining Board vacancy until after March. Upon this vacancy being filled Board members may fill the remaining committee appointments, which could occur in April.
- F. **Rural Services Update:** Following the Board's discussion at its November meeting, staff will further discuss rural service options with the Board in April.
- G. **Long-Range Transit Plan:** The Board has discussed the concept of revising the Long-Range Transit Plan to include an implementation plan that would provide a blueprint for LTD over the next ten years. The Board will be asked to engage in discussion of the process at the April meeting.
- H. **Environmental and Sustainability Management System (ESMS) Solar Analysis Report:** The ESMS team is in the process of creating a long-range plan for sustainability, which will include an analysis of solar energy use, cost, and return on investment for various applications. The team will bring a report to the Board in April.
- I. **American Bus Benchmarking Group:** The Board has expressed interest in the agency statistics provided from this Group. Year-to-year comparisons will be provided to the Board in April.

- J. **RideSource Contractor Procurement**: The contract with the current provider, Special Mobility Services, will expire on June 30, 2017, and staff will begin soliciting proposals directly. Due to the total contract value, staff will request at its April meeting that the Board authorize the general manager to enter into a contract with the successful proposer.
- K. **MovingAhead Project Updates**: Staff will provide periodic updates on the progress of this project.
- L. **Main-McVay Project Updates**: Staff will provide periodic updates on the progress of this project.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

**ITEM TITLE:** ITEMS FOR ACTION OR INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD

**PREPARED BY:** Camille Straub, Clerk of the Board

**ACTION REQUESTED:** None

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### BACKGROUND:

Listed below are Action or Information items that the Board has requested be included on the agendas for future Board meetings.

- A. **Fare Management Technology**: At the April meeting, the Board will be provided with information on future fare management technology, including fare media.
- B. **Draft Procurement Policies**: The Board has requested that staff present recommendations for contract approval levels; checks and balances for District bank accounts; and policies on travel, donations, and credit cards. In March staff will present resolutions establishing contracting authority, updating purchasing thresholds, updating the travel policy, and updating the purchasing card policy. In April staff will present the draft Procurement Policy for the Board's information; and in May, will present the Procurement Policy for Board adoption.
- C. **Disadvantaged Business Enterprise (DBE)**: In May the Board will be provided with information related to LTD's DBE program.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

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

**PREPARED BY:** David Collier, Director of Human Resources and Risk Management

**ACTION REQUESTED:** None

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**ATTACHMENT:** None

**PROPOSED MOTION:**

I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 15, 2017

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

**PREPARED BY:** Tom Schwetz, Director of Planning and Development

**ACTION REQUESTED:** None

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**ATTACHMENT:** None

**PROPOSED MOTION:**

I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(h), for the purpose of consultation with counsel concerning legal rights regarding current litigation.

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# Oregon §5310 and Special Transportation Funding

## Cosette Rees - February 15, 2017



LTD.org

# Overview



- State 5310 and Special Transportation Fund program
- Grants are awarded every biennium
- Prescribed process encouraging collaboration
- Programs geared to serve the transportation needs of seniors and people with disabilities
- Approve process for 2018/19 application



# State §5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program

Federal funds allocated to Oregon for distribution  
Formula distribution

Special Transportation Fund agencies are eligible to apply

Eligible activities:

- Vehicle purchase and preventive maintenance
- Passenger improvements
- Contracted services
- Travel training and mobility management

Funds do not carry-forward

Match rate: 10.27%



# Oregon Special Transportation Fund

Generated through cigarette tax, ID cards, non-auto gas taxes, and State General Fund

Formula distribution

Special Transportation Fund agencies are eligible to apply

Eligible activities:

- Flexible
- Consistent with Human Service Transportation Coordinated Plan
- Transportation services benefiting seniors and people with disabilities

Funds carry-forward

Match rate: No match required



# Timeline

December 1	Grant Notice published in <i>The Register-Guard</i> .
December 5	Grant Workshop/Open House Held.
December 7	Discretionary Grant Subcommittee Meeting.
December 23	Project applications due.
January 18	Discretionary Grant Subcommittee Meeting: applicant presentations
February 1	Discretionary Grant Subcommittee Meeting.
February 8	ATC/Discretionary Grant Subcommittee holds public hearing on 5310 and STF recommendations; ATC makes final recommendations.
February 15	LTD Board Meeting: 5310 and STF recommendations presented for review and approval.
February 17	Submittal of 5310 and STF applications to State.



Questions?



LTD.org

**LTD 2017-2018 and 2018-2019 Discretionary Grant Applications  
5310/STF Funding Recommendations**

Agency	Project	Application Totals			Project Cost Adjustments		5310/STF Funding Allocation		% change total funds from FY16&FY17	FY14&FY15 Grant Request	FY16&FY17 Grant Request	Average cost per ride
		FY 2017-2018 & FY 2018-2019 Grant Request	Non-LTD Match Provided	Project Cost	Reduction to Prioritize Current Level of Service (Current FY x 2)	Adjusted Project Cost	5310 (State)	STF				
Lane Transit District	Vehicle Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	\$2,152,000	\$720,000	N/A
Special Mobility Services	Vehicle Preventive Maintenance	\$670,800	\$0	\$670,800	\$0	\$670,800	\$601,909	\$68,891	114.63%	\$532,272	\$585,200	N/A
Special Mobility Services	RideSource ADA & Shopper	\$5,112,718	\$0	\$5,112,718	\$0	\$5,112,718	\$281,007	\$1,091,719	102.09%	\$6,485,386	\$5,007,904	\$30
LCOG Sr. and Disability Services	Volunteer Escort (Mileage Reimbursement Only)	\$216,646	\$39,086	\$255,732	-\$27,755	\$188,891	\$134,420	\$15,385	107.08%	\$290,618	\$188,891	\$8
White Bird Clinic	Mental Health Transportation	\$238,392	\$0	\$238,392	-\$41,692	\$196,700	\$176,499	\$20,201	100.00%	\$195,320	\$196,700	\$25
Lane Transit District	Veterans & Crucial Connections	\$30,000	\$0	\$30,000	\$0	\$30,000	\$26,919	\$3,081	100.00%	\$60,685	\$30,000	\$194
Pearl Buck Center, Inc.	Preschool Transportation	\$173,700	\$134,000	\$307,700	\$0	\$173,700	\$173,700	\$0	97.83%	\$326,216	\$176,383	\$27
South Lane Wheels / City of Cottage Grove	South Lane Operations (Total Project Cost in Application)	\$179,890	\$25,100	\$204,990	\$0	\$179,890	\$0	\$179,890	108.35%	\$209,000	\$170,800	
Alternative Work Concepts	Travel Training & Transit Host	\$308,076	\$0	\$308,076	\$0	\$308,076	\$276,437	\$31,639	103.87%	\$272,300	\$302,250	N/A
LCOG Sr. and Disability Services	Mobility Management - Transportation Assessments	\$331,342	\$439,221	\$770,563	\$0	\$331,342	\$297,313	\$34,029	119.88%	\$517,846	\$642,799	N/A
Willamalane	Vehicle Replacement	\$96,311	\$0	\$96,311	-\$27,734	\$68,577	\$61,534	\$7,043	N/A	N/A	N/A	\$7
River Cities Taxi	Florence Service-Approximation	\$122,540		\$122,540	\$0	\$122,540	\$0	\$122,540	100.28%	\$323,000	\$122,200	\$25
Special Mobility Services	Oakridge Services-Approximation	\$176,200		\$176,200	\$0	\$176,200	\$0	\$176,200	100.00%	\$334,000	\$176,200	\$15
<b>SUBTOTAL</b>		<b>\$7,656,615</b>	<b>\$637,407</b>	<b>\$8,294,022</b>	<b>-\$97,181</b>	<b>\$7,559,434</b>	<b>\$2,029,738</b>	<b>\$1,750,618</b>	<b>N/A</b>	<b>\$11,049,472</b>	<b>\$8,428,045</b>	
	Available Funds			\$3,784,356		\$3,784,356	\$2,029,738	\$1,754,618	Difference in General Fund contribution from FY 16 & 17 <b>\$900,486</b> General Fund Contribution FY 18 & FY 19    FY 14 & FY 15    FY 16 & FY 17 \$3,459,992    \$4,747,480    \$2,543,896			
	Amount Remaining			-\$4,509,666		-\$3,775,078	\$0	\$4,000				