



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

Wednesday, April 19, 2017

Regular Meeting 5:30 p.m.

Eugene Library – Bascom-Tykeson Room

100 W 10th Ave, Eugene

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) 4
- V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA (2 minutes) 5
- VI. BOARD CALENDARS (2 minutes) 6
- VII. EMPLOYEE OF THE MONTH – MAY (5 minutes) 76
- VIII. PUBLIC HEARING: CAPITAL IMPROVEMENTS PROGRAM AND LONG RANGE FINANCIAL PLAN 7
 - A. Staff Presentation (20 minutes)
[Christina Shew]
 - B. Opening of Public Hearing by Board President
 - C. Public Testimony
 - ◆ *Each speaker is limited to three (3) minutes.*
 - D. Closing of Public Hearing
 - E. Board Comments and Questions
- IX. AUDIENCE PARTICIPATION (10 minutes)
 - ◆ *Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.*
 - ◆ *Citizens testifying are asked to limit testimony to three minutes.*

X. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|--|------------------|---------|
| A. Consent Calendar: | (1 minute) | 77 |
| 1) Minutes of the March 13, 2017, Special Board Meeting/Work Session | | |
| 2) Minutes of the March 15, 2017, Regular Board Meeting | | |
| 3) West Eugene Service Redesign | | |
|
B. Contract Approvals
[Collina Washington] |
(10 minutes) |
105 |

XI. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
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| A. Board Member Reports | (10 minutes) | 109 |
| 1. Meetings Held | | |
| a. Accessible Transportation Committee (ATC) – March 21/April 18 | | |
| b. LTD Pension Trusts – March 22 | | |
| c. Strategic Planning Committee – April 4 | | |
| d. Metropolitan Policy Committee (MPC) – April 6 | | |
| e. LTD Board Finance Committee – April 10 | | |
| f. Lane Area Commission on Transportation (LaneACT) – April 12 | | |
| 2. No Meeting/No Reports | | |
| a. Main Street Projects Governance Team | | |
| b. Vision Zero Task Force | | |
| c. Lane Council of Governments (LCOG) Board of Directors | | |
| d. LTD Board Service Committee | | |
| e. LTD Board Human Relations Committee | | |
| f. MovingAhead Oversight Committee | | |
|
B. American Bus Benchmarking Group
[Mark Johnson] |
(15 minutes) |
113 |
|
C. Monthly Financial Reports – December
[Christina Shew] |
(5 minutes) |
114 |
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D. Monthly Grant Report – February (respond if questions)
[Christina Shew] | |
117 |
|
E. Monthly Cash Disbursements – February (respond if questions)
[Christina Shew] | |
130 |
|
F. Delegation Report – February (respond if questions)
[Aurora Jackson] | |
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G. Monthly Performance Reports – December/January (respond if questions) [Aurora Jackson]	138
H. Monthly Department Reports – March (respond if questions) [Aurora Jackson]	146
XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	152
A. Rural Services Update (May)	
B. Contract Claims Review (May)	
C. Selection of Pension Trustee-elect (May)	
D. Board Member Committee Assignments (May)	
E. Long-Range Transit Plan (May)	
F. RideSource Contractor Procurement (May)	
G. Environmental and Sustainability Management System Solar Analysis Report (May)	
H. Procurement Policy (June)	
I. MovingAhead Project Updates	
J. Main-McVay Project Updates	
XIII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD	154
A. Draft Procurement Policies (May)	
B. Disadvantaged Business Enterprise Policy and Program (May)	
XIV. EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d): to conduct deliberations with persons designated by the governing body to carry on labor negotiations.	
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: April 19, 2017

ITEM TITLE: COMMENTS FROM THE GENERAL MANAGER

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

ACTION REQUESTED: None

BACKGROUND:

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

ATTACHMENTS: None

Q:\Reference\Board Packet\2017\April\April 19 Reg BD Mtg\02-GM Comments AIS.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2017

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Camille Straub, Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

This agenda item provides a formal opportunity for the Board president to announce additions to the agenda, and also for Board members to make announcements.

ATTACHMENTS: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 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

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.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: MAY EMPLOYEE OF THE MONTH

PREPARED BY: Dianne Presley, Fleet Maintenance Administrative Secretary

BACKGROUND:

Lead Customer Service Representative George Zakhary has been selected to receive the May 2017 Employee of the Month (EOM) award. George has been with LTD since April 2015; and during that time, has received one Monthly Value Award for "Be Professional." George also is a member of the Health Management Committee.

George was nominated for this award by an employee who wished to recognize him for his helpful, happy, and professional attitude every day and the fact that he is always on the ball. It was specifically commented that "George is always aware when bus operators come in with lost and found items and he always stops what he is doing to take the item and say "thank you" so that they can be on their way".

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

George Zakhary has been with Lane Transit District since April 2015, and he is one of two Lead Customer Service Representatives (CSR).

George has received many nominations and compliments by both customers and LTD employees. In a recent EOM nomination submitted by two of his coworkers, they recounted how George helped a gentleman who had suffered from a stroke and has severe memory issues. George was incredibly patient and kind; he worked with this customer for more than 40 minutes to help him figure out where he was supposed to be. He called the man's appointments, made multiple print-outs to help this man get around, and enabled him to track where he needed to be.

This is the kind of customer service George brings to work every day, with every customer. He is kind, compassionate, and extraordinarily passionate about making sure people have the information to confidently and independently use the LTD system. He also is enthusiastic and competitive in a way that challenges the team to be the best it can be.

AWARD:

George will attend the April 19 meeting to be introduced to the Board and to receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: PUBLIC HEARING: FY 2017-18 CAPITAL IMPROVEMENTS PROGRAM

PREPARED BY: Christina Shew, Finance Director

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

BACKGROUND:

The Capital Improvements Program (CIP), LTD's program of projects funded with federal, state, and local funding, is revised annually. The Draft Fiscal Year (FY) 2017-27 Capital Improvements Program was posted on the LTD website for public comment, and a legal notice was published in *The Register-Guard* on Friday, April 14. The public comment period closes at 5:00 p.m. on Monday, May 15. The FY 2017-27 CIP will be presented to the Board for adoption at its May 17 meeting. Comments will be forwarded to Board members prior to that meeting.

Holding this public hearing allows the public to comment directly to the Board of Directors prior to its consideration of the CIP adoption at the May 17 Board meeting. The CIP has two fundamental objectives: 1) to facilitate the efficient use of LTD's limited financial resources, and 2) to implement regional priorities that anticipate the need for public transportation in the future. Projects are classified into the following funding tiers:

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

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

ATTACHMENT: Draft FY 2017-27 Capital Improvements Program

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: FISCAL YEAR 2017-2026 LONG-RANGE FINANCIAL PLAN

PREPARED BY: Christina Shew, Finance Director

ACTION REQUESTED: Hold a public hearing on the Long-Range Financial Plan

BACKGROUND:

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

A brief overview of the long-range financial plan and its key assumptions will be presented at the April 19 Board meeting. This presentation will include a public hearing which will allow the public to comment directly to the Board of Directors prior to its consideration of the fiscal year 2017-2026 Long-range Financial Plan adoption at the May 17 Board meeting.

RESULTS OF RECOMMENDED ACTION:

Year 1 (FY 2017-26) of the Long-Range Financial Plan will become the basis for the FY 2017-18 Proposed Budget that will be presented to the Lane Transit District Budget Committee on April 25, 2017.

ATTACHMENTS: (1) Long-Range Financial Plan Budget Assumptions
(2) FY 2017-26 Long-Range Financial Plan Draft

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Camille Straub, Clerk of the Board

ACTION REQUESTED: Approval of Consent Calendar items

BACKGROUND:

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

The Consent Calendar for April 19, 2017, consists of:

- Approval of the Minutes of the March 13, 2017, Special Board Meeting/Work Session
- Approval of the Minutes of the March 15, 2017, Regular Board Meeting.
- Approval of West Eugene Redesign

ATTACHMENT :

- 1) Minutes of the March 13, 2015, Special Board Meeting/Work Session
- 2) Minutes of the March 15, 2017, Regular Board Meeting
- 3) West Eugene Redesign

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

LTD Resolution No. **2017-03-15-009**; It is hereby resolved that the Consent Calendar for April 19, 2017, is approved as presented.

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/WORK SESSION

Monday, March 13, 2017

Pursuant to notice given to *The Register-Guard* for publication on March 8, 2017, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special board meeting/work session on Monday, March 13, 2017, beginning at 5:30 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
Kate Reid
A.J. Jackson, General Manager
Dwight Purdy, General Counsel
Kristen Denmark, General Counsel
Camille Straub, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Angelynn Pierce
Carl Yeh

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

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish thanked everyone for attending the work session.

ANNOUNCEMENTS: There were no announcements.

WORK SESSION:

Ethics and Conflict of Interest Briefing and Policy Discussion: Ms. Denmark used a slide presentation to guide the discussion of ethics, conflict of interest, and public contracting with respect to the LTD Board. She explained that LTD was a special district and special districts were legislatively created for a narrow and single special purpose; in LTD's case that was providing mass transit. The powers of special districts were limited to those enumerated in statute, whereas cities and counties had broad general powers. She reviewed the powers of LTD as set forth in ORS 267.200.

Mr. Nordin asked if there were concerns with LTD's acquisition of a larger parcel of land than was needed for the planned transit station on that site. Mr. Purdy explained that LTD had the power to acquire the parcel and sell the portion not used for the station. The portion LTD retained had to be used for the purpose of mass transit.

In response to a question from Mr. Necker regarding providing service to outlying community, Ms. Jackson explained that LTD's district included Springfield, Eugene, and six rural areas: Veneta, Junction City, Coburg, Cottage Grove, Creswell and Lowell. The statute language relating to contracting addressed the provision of mass transit services outside of the district boundaries, such as to Oakridge. She said that LTD separately collected overhead costs for those services. Federal 5310 and Special Transportation funds were often used for that purpose. She said that staff could provide information on whether cities outside of the district were contributing any of their own money for services.

Ms. Denmark reviewed the Federal Transit Administration's (FTA) conflict of interest provisions, which prohibited Board members from participating in the selection, award, or administration of a contract supported with FTA funds if a real or apparent conflict was involved. A conflict of interest was involved when any of the following had a financial or other interest in the entity being awarded a contract:

1. The Board member,
2. Any member of the Board member's immediate family,
3. The Board member's partner, or
4. The Board member's employer or prospective employer.

Ms. Denmark reviewed conflicts of interest under Oregon law. She said that an actual/potential conflict of interest meant any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which would/could be to the private pecuniary benefit or detriment of the person or the person's relative or any business with which the person or relative of the person is associated. In the case of a potential conflict, the person would announce the nature of the conflict, but generally may continue to participate in official action on the issue. In the case of an actual conflict, the person would announce the nature of the conflict and refrain from further action on the issue.

Ms. Denmark described two scenarios and discussed with the Board how federal and Oregon state conflict of interest laws would apply. She noted that while federal law did not define "immediate family," Oregon law included an extensive list of those included in the definition of "relative."

In response to questions from Board members, Ms. Denmark said she would research how a Board member with a conflict might be permitted to vote under extremely limited circumstances. She cautioned Board members to consult with the District's legal counsel prior to acting if such a situation arose.

Procurement Manager Collina Washington emphasized that the strictest requirements should always be applied as that was something that would be examined in an audit, whether or not federal dollars were involved. Mr. Purdy said that Oregon's conflict of interest law was the strictest.

Ms. Denmark continued the review of conflict of interest scenarios and discussed with the Board the application of federal and/or Oregon state laws in each case. She said that the Disclosure Form should be completed annually by each Board member, submitted to the general manager and any conflict disclosed to the Board when it arose. Additionally, Board

members were required to file a statement of economic interest (SEI) annually with the Oregon Government Ethics Commission.

Continuing, Ms. Denmark cited the use of office prohibition and summarized it as follows: No financial gain or avoidance of financial detriment for any Board member, relative, member of household or any business with which any of the aforementioned are associated. She said that Oregon law defined "gift" as something of value given to a Board member, relative, or household member for free or discounted, which was not offered on the same term to others. Gifts, even if over \$50 in value, could be accepted if the source of the gift did not have a legislative or administrative interest in the recipient. She outlined a four-step analysis to use in determining whether or not a gift could be accepted and discussed with Board members the application of the process in several scenarios. She said the analysis was fact-specific, but the basic question to apply in the case of gifts was whether a gift represented an attempt to buy a Board member's vote.

Ms. Denmark said that she would follow-up on questions posed by Board members regarding winning an airline voucher in a raffle at a conference and how to value an item that had little intrinsic value, but could be regarded as quite valuable by a collector.

In conclusion, Ms. Denmark explained that a person who ceased to hold a position as a public official could not have a direct beneficial financial interest in a public contract for two years after the date the contract was authorized (voted upon). She said that restriction also applied to employees or volunteers who had a significant role in the selection process or execution of a contract.

Ms. Denmark said that the LTD Board of Directors also acted as the District's local contract review board, which was the body that authorized and executed contracts. She said typically the contract review board delegated some of its authority to the general manager and retained authority to authorize larger dollar value contracts. In the past the Board had delegated all of its authority to the general manager and over the past year staff and legal counsel had worked to develop more structure to that process, including the Board more in the authorization of contracts. The result of that work was the contracting authority resolution included in the agenda packet. The largest change related to the dollar value of contracts, with \$150,000 being proposed as the point at which the Board would retain authority. She explained the rationale for that amount, which was based on the manner of procurement—formal or informal—as required by the FTA. The Board would authorize the general manager to approve change orders to contracts that did not exceed the lesser of \$150,000 or ten percent of the initial contract.

Public Contracting Procedures Discussion: Compliance Manager Debera Massahos summarized the Ethics and Conflict of Interest Policy and contracting procedures resolution included in the agenda packet, which included the elements discussed by Ms. Denmark in her presentation.

Ms. Jackson said the work session was an opportunity for Board members to ask questions or raise concerns about the proposed policy and resolution so that revisions could be made before the Board was asked to approve them at its March 15 regular meeting.

Ms. Massahos reviewed a handout entitled *Contracting Authority Comparison* that compared the proposed LTD procedure with those of other transit agencies and governmental entities. In response to a question from Mr. Wildish, she explained that routine annual procurements for operational goods and services such as fuel, tires, batteries, etc. were exempt from the \$150,000 limitation on the general manager's contracting authority.

In response to a question from Ms. Reid, Ms. Jackson explained that expenditures for operational supplies were quite large and routine and she could see the advantage of not asking the Board to authorize those types of contracts, even if the contract was with a new vendor. However, the proposed procedures could be revised if the Board had concerns about the size of purchases or long-term consequences, such as when bulk fuel was purchased for storage. Ms. Denmark pointed out that the proposed resolution would not prohibit the general manager from bringing a contract to the Board if it was different from most routine purchases. She said the contracting procedures could be re-evaluated in six to 12 months to determine on a practical level if it was working or if any revisions needed to be made.

Ms. Washington added that some things were approved in the annual budget, such as fuel and insurance, which were essential to the District's operations. The premise was that those expenditures had already been approved in the budget. She said that budget discussions should also include possible variances in routine practices, such as the bulk purchase and storage of fuel. She said that any changes in vendors would be included in reports to the Board. The intent was to allow for operations to flow smoothly.

Assistant General Manager of Administrative Services Roland Hoskins said that the same premise would apply to things such as labor negotiations. When a labor agreement was approved, there would be follow-up contracts for negotiated benefits that entailed large amounts, but were components of the approved agreement.

Ms. Massahos emphasized that the resolution included provisions for a monthly delegated authority report to the Board, along with information on other aspects of procurement and contracting.

Mr. Wildish asked if all property acquisitions, regardless of size, would come before the Board. Ms. Massahos said they would. Ms. Jackson explained that project acquisitions would be presented as a package, along with expectations of the purchase amount. The restriction to not exceed a \$150,000 or 10 percent variation in change orders would still apply to those acquisitions. The Board would be informed of acquisitions in a monthly report. Mr. Hoskins said the limitations on amounts would be helpful to staff during property acquisition negotiations.

Ms. Massahos continued her review of the resolution. Ms. Washington said that an example of non-standard procurement was the recent emergency procurement required to repair a pipeline leak. There was no time to come to the Board with a request, but a report was provided to the Board explaining the situation. Ms. Denmark added that there were specific legal requirements for emergency or sole-source procurements which had to be met. A review by both the general manager and procurement manager would assure those requirements were met.

Mr. Wildish questioned use of the term "Project Closeout Team" rather than "Project Management Team," which he said he felt was more accurate. Ms. Washington said the FTA required specific steps to be taken in order to closeout a contract, but the language could be changed and "Project Management Team" substituted in the resolution. She noted that the team would specify job titles instead of actual individuals.

Mr. Wildish and Mr. Gillespie suggested switching items #10 and #11 in the resolution.

Introduction of Contract Approval Agenda Item Summary: Ms. Washington reviewed a sample Agenda Item Summary (AIS) document that would be used to present contracts to the Board for approval. She asked that Board members consider the information provided in the AIS and indicate their agreement with the format or suggest ways in which it could be improved. She said that attached to the AIS would be the actual contract to be executed. She added that a copy of the proposal on which the contract was based could be provided separately to Board members, but was not subject to open records requirements until a contract was awarded. She pointed out that other information that could be included in the AIS might be the project management team and reporting requirements. She asked what type of information should be included in the alternatives section of the AIS, such as the impact of not awarding the contract.

Board members suggested the following information be added to a contract approval AID:

- Historical context for the type of contract to be awarded in the description section of the AIS
- Whether there had been previous contracts for the goods/services
- Explanation of a switch in vendors
- Justification for length of contract/extensions if longer than typical contracting periods
- Comparison of costs between proposed and current contracts
- Terms of contract termination

Mr. Wildish asked if LTD had a standard contract. Ms. Denmark responded that a standard contract was being developed. Ms. Washington added that the contract to provide RideSource services would reflect the newly standardized contract format and asked the Board for feedback on provisions so the document could be refined moving forward. Ms. Denmark said she had reviewed the new contract format to determine that it was a favorable to LTD as possible.

Ms. Jackson said the intent of the AIS was to summarize the key points of information about each contract so when the Board voted on a contract, members understood the critical elements and were confident in the content and format of associated documents. She invited Board members to ask questions and suggest improvements as the process continued to be refined.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 7:30 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Ed Necker
Board Secretary

Camille Straub
Clerk of the Board

Date Approved: _____

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING/PUBLIC HEARING

Wednesday, March 15, 2017

Pursuant to notice given to *The Register-Guard* for publication on March 9, 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/public hearing on Wednesday, March 15, 2017, beginning at 5:30 p.m., at the Churchill High School Cafeteria, 1850 Bailey Hill Road, Eugene, Oregon.

Present: Gary Wildish, President
Gary Gillespie, Vice President
Don Nordin, Treasurer
Kate Reid
Carl Yeh
A.J. Jackson, General Manager
Dwight Purdy, General Counsel
Kristen Denmark, General Counsel
Camille Straub, Clerk of the Board

Absent: Angelynn Pierce
Ed Necker, Secretary

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

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish welcomed those who were present and noted the meeting was being held at Churchill High School in Ms. Reid's district.

COMMENTS FROM THE GENERAL MANAGER: Ms. Jackson thanked staff and the Board for facilitating a meeting at a location where input could be obtained from residents in proximity to the area of the service redesign in West Eugene. She noted that an open house on the redesign had been held prior to Board meeting and thanked those who had participated.

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

BOARD CALENDARS: Ms. Jackson briefly reviewed future Board activities.

PUBLIC HEARING: WEST EUGENE SERVICE REDESIGN: Associate Service Planner Bret Smith used a slide presentation to illustrate some of the infrastructure and safety improvements that were a part of the West Eugene EmX project, as well as the work being done throughout the system to achieve better connectivity and more efficient service. He explained that the West Eugene service redesign was a part of the Annual Route Review

process, which engaged riders and the public in robust outreach efforts to obtain feedback on proposed changes and suggestions for improving the system. Performance of the current system was also a part of the ARR and helped inform evolution of the transit network. He explained the rationale for each item in the package of proposed service changes. Those included:

- EmX
- Route 32 - West 1st Avenue
- Route 36 - West 18th Avenue
- Route 41 - Highway 99/Willow Creek Road
- Route 43 - West 11th Avenue/Barger Drive
- Route 55 - North Park Avenue
- Route 66 - Valley River Center
- Route 76 - University of Oregon/Seneca Road
- Route 93 - Veneta
- Route 28 - Hilyard Street
- Last P.M. Departures from Eugene Station

Mr. Smith said that public comments would continue to be collected through the end of March. The additional public input would be provided to the Board at its April 19, 2017, meeting when the package of proposed service change recommendations was presented for approval. He invited questions from Board members.

Mr. Gillespie asked if the 11:45 p.m. trip on #28, which would be the last trip, would run the regular route and deadhead back to the garage. He also noted ongoing concerns with service to the Child Center. Mr. Smith said only the sweeper trip was being eliminated; the 11:45 p.m. trip would follow the #28 route and return to the garage. He said that staff were in discussions with Child Center management to try to find solutions.

Mr. Gillespie observed there had been little input from the area around Sheldon Plaza or housing along Brewer Avenue. Mr. Smith said that he agreed there was a lack of input from those areas, although opportunities had been available.

Mr. Gillespie said that he was pleased with the increase in service and addition of transfer points. He hoped to eventually see buses equipped with a notification system that would inform riders of those transfer opportunities. Mr. Smith said staff were researching that option.

Mr. Wildish thanked staff for their efforts, particularly the extensive community outreach and the compilation of feedback from the public. He noted that there were many good, well thought out ideas included in that feedback. He said the proposed service changes were responsive to many of the service needs expressed by the community.

Mr. Wildish explained the procedures for providing testimony and opened the public hearing.

Robert Cois, Eugene, said he used his bus pass to shop and go to medical appointments. He said without bus service in his Cornell Way neighborhood many people would be stranded. He suggested basing the hours of bus service on when the most passengers were

using it and instead of having early morning and late night service, provide buses when they were most needed.

Jeanie Mah, Eugene, said staff had answered her question about service on Route 36. She was initially concerned that service had been eliminated on part of the route, but was reassured that her neighborhood would still be served.

Rob Zako, Eugene, representing Better Eugene-Springfield Transportation (BEST), said his organization was excited about the launch of West Eugene EmX service on September 17, 2017, and pleased that the public investment had been used to leverage the service redesign described by staff. He said BEST commended the elimination of duplicate service, taking those savings and investing them elsewhere in the system to provide better service and the addition of transfer points to improve system connectivity. He said BEST supported the proposed service changes and thanked LTD for its good work.

EMPLOYEE OF THE MONTH - APRIL 2017: The Board recognized Business Intelligence Analyst Shawna Bigelow as the April Employee of the Month. Mr. Wildish presented Ms. Bigelow with her award and thanked her for her outstanding service and dedication to LTD's mission. Ms. Bigelow thanked the Board for her award and expressed her gratitude for working for an organization that appreciated its employees.

AUDIENCE PARTICIPATION: Mr. Wildish explained the procedures for providing testimony to the Board.

Jeanie Mah, Eugene, expressed concern with landscaping along the West Eugene EmX pathway. She said the grasses were an invasive species and should not have been planted in the area. She said the grasses would also contribute pollen to the environment.

ITEMS FOR ACTION AT THIS MEETING:

MOTION **Consent Calendar:** Mr. Yeh moved adoption of the following resolution: LTD Resolution No. 2017-03-15-009; It is hereby resolved that the Consent Calendar for March 15, 2017, is approved as presented. Ms. Reid provided the second. The Consent Calendar consisted of the Minutes of the February 15, 2017, Special Board Meeting/Work Session and the Minutes of the February 15, 2017, Regular Board Meeting.

VOTE The resolution was approved as follows:
AYES: Gillespie, Nordin, Reid, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker, Pierce (2)

Ethics and Conflict of Interest Policy: Compliance Manager Debera Massahos stated that the policy had been discussed at length during the Board's March 13, 2017, work session. She asked Board members to complete the Conflicts of Interest Acknowledgment and Disclosure Form and return them to staff within one week. Copies of the form were included in the agenda packet and would be provided electronically as well.

MOTION Mr. Nordin moved that the Board adopt the following resolution: LTD Resolution No. 2017-03-15-010; It is hereby resolved that the Board of Directors Ethics and Conflicts of Interest Policy is approved as presented. Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Nordin, Reid, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker, Pierce (2)

Public Contracting Procedures: Ms. Massahos said that the two changes to the resolution requested by the Board at its work session had been made. The term "Project Closeout Team" was changed to "Project Management Team" and items #10 and #11 had been switched.

Ms. Jackson said the copy of the resolution in the agenda packet was posted prior to the request for changes. The Board chair had a copy of the revised resolution and would confirm those changes had been made.

Mr. Wildish confirmed that the revisions requested by the Board had been incorporated in the most recent version of the resolution.

Ms. Massahos asked when the Board wanted the resolution to go into effect. Ms. Jackson said staff had planned ahead for contracts that would come before the Board and an April 1, 2017, effective date would not cause any disruption of business.

MOTION Mr. Yeh moved adoption of the following resolution: Resolution No. 2017-03-15-011; It is hereby resolved that the Resolution Establishing Public Contracting Procedures is approved as presented and will go into effect April 1, 2017. Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Nordin, Reid, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Necker, Pierce (2)

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports: Mr. Gillespie said the Oregon Metropolitan Planning Organization Consortium (OMPOC) had not yet scheduled its next meeting, but it would be focused on the legislative agenda in Salem.

Mr. Yeh reported that the Strategic Planning Committee (SPC) held its second meeting and he encouraged the Board to think about issues on which it would like to have the SPC's advice. He said the SPC was composed of a diverse group of people with many connections in the population, business community and local government. He said the committee had provided excellent feedback following a presentation on the Annual Route Review.

Mr. Nordin said the Lane Area Commission on Transportation (LaneACT) was scheduled to have a discussion on Eugene-Florence transit service.

Legislative Update: Director of Public Affairs Edward McGlone provided an update on the transportation package. He said the Joint Transportation Committee established four subcommittees to address specific issues and those subcommittees would meet next week to share their work products. He said the transit subcommittee was recommending investments in bike and pedestrian improvements on major roadways connecting schools that did not have bike and pedestrian infrastructure. He said that would support the Safe Routes to School program. The subcommittee was also recommending a .1 percent statewide payroll tax for transit, which was estimated to raise \$108 million annually for transit operations. He said the subcommittee recommendation was that 85 percent of the annual revenue generated would be disbursed directly to transit providers by a formula not yet determined; legislators were looking to the transit industry for recommendations on how the funds should be distributed. He said some factors being considered were the amount of payroll tax generated in the area, population served, passenger boardings and vehicle miles traveled. He said LTD's position was that there should be a strong prioritization of performance measures, particularly ridership and miles traveled.

Mr. Yeh asked if issues during the last legislative system that prevented passage of a transportation package would be factors again. Mr. McGlone said controversy over adoption of a clean fuel standard to decrease the carbon intensity of fuel across the state had prevented passage of a comprehensive transportation funding package. He said that he felt there was an understanding among legislators and environmental groups that a large investment annually in transit would benefit the environment.

Ms. Reid asked if a low-carbon fuel standard cross-containment element was still attached to the transportation package. She also asked if there had been any discussion of funding for a Safe Routes to Parks program, which was an emerging national initiative. McGlone said he would have more information on the low-carbon fuel standard after legislative meetings next week and the Safe Routes to Parks program had not been discussed.

Mr. Gillespie asked if people in the Eugene-Springfield area perceive the proposed statewide payroll tax as double taxation since they were already subject to a payroll tax. He also asked about the status of student passes. Mr. McGlone said the double taxation issue was complex because, with the exception of Salem, people were not taxed on a payroll basis in the state; additionally, it was not clear how that tax would appear on paychecks.

In response to questions from Mr. Nordin, Mr. McGlone said 85 percent of the revenue distributed by formula would go to recipients that currently received Special Transportation Fund (STF) dollars. The funds could be applied to any transit service and facility.

Mr. Nordin asked how rural areas without transit services would react to a payroll tax that might not directly benefit them. Mr. McGlone said some level of transit services was provided in each of Oregon's 36 counties and there were 42 recipients of STF funding spread across the state. He said a portion of the 15 percent of revenue to be retained by the Oregon Department of Transportation would be used to improve inter-city connections, including to areas that did not have access to the transportation network.

Mr. McGlone said an earlier equity analysis had concluded the financial impact of the proposed payroll tax on low-income earners was far less than a ten cent fare increase.

Mr. McGlone reported that there had been a suggestion to remove transit for eligibility for ConnectOregon funding. He said that he would be expressing LTD's opposition to that in a future meeting with legislators. He said HB 2693 to provide funding for student transit passes was scheduled for a hearing on March 20 and he would be testifying in support. HB 2717 related to transit employee assault had a public hearing before the House Judiciary Committee. It received a decent reception, although some questions were raised. He said HB 3121 related to changing the structure of the boards of directors for TriMet and LTD had been introduced and he would be meeting with legislators to discuss LTD's position. He said Senator Peter Courtney, representing the Salem area, was introducing legislation to change the Salem/Keizer transit board so it had the same number and structure as the TriMet and LTD boards. There also was some discussion of a payroll tax for that transit district as well.

TransitStat Update: Assistant General Manager of Service Delivery Mark Johnson said there had been a number of changes in LTD's organization over the past several months and staff had been taking a step back from TransitStat as a tool for process improvement while new long-range plans and goals were being developed. The formal TransitStat program would be suspended until new processes were in place and staff would revisit the subject in the fall to determine if TransitStat was still the appropriate tool for LTD's process improvement efforts.

Trillium Update: Mr. Johnson stated that the under the new agreement with Trillium, entered into on July 1, 2016, LTD was receiving regular payments and there was no longer a deficit or backlog of reimbursements. He said that he felt the current contract, at 100 percent reimbursement, was a successful model that LTD would pursue during negotiations for next year's contract. The current contract was up for renewal on July 1, 2017. He said staff would continue to seek ways to achieve efficiencies in the program.

Monthly Financial Report: Director of Finance Christina Shew reviewed the December 31, 2016, financial report provided in the agenda packet, noting key drivers for revenues and expenditures in the General Fund, Medicaid Fund, Accessible Services Fund and Capital Projects Fund.

Monthly Grants Report: There were no questions or comments.

Monthly Cash Disbursements – February: There were no questions or comments.

Monthly Report of Executed Contracts: There were no questions or comments.

Monthly Performance Reports: There were no questions or comments.

Monthly Department Reports: There were no questions or comments.

Mr. Gillespie asked that the subject of a tie-dye bus be included in the Budget Committee's upcoming discussions. Ms. Jackson said staff had engaged the Country Fair in discussions about different types of cost modeling for the group pass that it used. Marketing consultants were also involved because a tie-dye bus would require sponsorship as the estimated cost

was \$5,000-7,000 for the wrap. She asked Board members to let staff know if they had suggestions for groups that might be interested in helping to fund a tie-dye bus.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 7:07 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Ed Necker
Board Secretary

Camille Straub
Clerk of the Board

Date Approved: _____

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: WEST EUGENE SERVICE REDESIGN RECOMMENDATION

PREPARED BY: Tom Schwetz, Planning and Development Director; and Bret Smith, Associate Service Planner

ACTION REQUESTED: Board adoption of recommended 2017 service changes

BACKGROUND:

As stated in its Service Policy, Lane Transit District evaluates service on an annual basis. This process concludes in the spring when the LTD Board of Directors adopts a service plan for the coming fiscal year. The West Eugene Service Redesign being conducted this year, is focused around the implementation of the West Eugene EmX and related connecting routes.

Summary of Outreach and Engagement:

To date, Service Planning staff have met twice with the Service Advisory Committee, which is a staff committee composed of drivers, Operations, Marketing, Customer Services and Planning staff. In addition, these proposals have been presented to and discussed by the Board Service Committee. The public outreach process has included presentations to the following organizations:

- Pearl Buck
- Cornerstone Housing
- Veneta Stakeholders and City Staff
- YaPoAh Terrace
- Good Earth Home Show
- St. Vincent De Paul
- Lane County Housing Authority
- Churchill Neighborhood Association
- ACES
- ATC

Materials have been available to the general public and to riders through social media and the District's web page. Six hundred and thirty-three (633) surveys have been completed through April 7, 2017. In addition, on-board surveys have been completed on route 55 and route 93, and a number of comments have been provided in writing or via e-mail.

2017 West Eugene Service Redesign Recommendations:

Based on feedback and staff analysis, the package of service proposed for adoption is summarized below. Attachment 3 provides a map of the changes. The final recommendation will be presented to the Board for approval at its regular meeting on Wednesday, April 19, 2017.

- **EmX** – West Eugene Emerald Express (EmX) service begins providing a one-seat ride connecting west Eugene to downtown, UO, Springfield, and Gateway
- **Route 32 – W 1st** – Being removed since Route 93 will provide better coverage with the ability to transfer to more routes. Commercial, 5th, and 6th will no longer be served.
- **Route 36 - W 18th** — Outbound trip will end at Willow Creek (Walmart) providing greater connectivity to Routes 41-Barger, 93-Veneta, and West 11th EmX
- **Route 41 – Hwy 99/Willow Creek** – Would serve Eugene Station to Willow Creek (Walmart) via Barger; connect at Walmart (Willow Creek) with the West 11th EmX; increase the ability to connect with Routes 93-Veneta, 36-West 18th and the West 11th EmX; incorporate Route 43 into new redesign of Route 41 and EmX to provide better connectivity and better frequency on West 11th and to remove redundant service
- **Route 43 – W 11th/Barger** – Being removed since EmX, and Routes 36 & 41 will provide same coverage
- **Route 55 – North Park** - Eliminating duplicate service on 1st Avenue currently covered by Route 51-Santa Clara and creating new routing over Chambers connecting at Garfield to allow transfers onto the West Eugene EmX and Route 41-Barger. This will reduce travel time to West 11th from River Road and Hwy 99/Barger area
- **Route 66 – VRC** – Remove last evening departure Monday through Friday only.
- **Route 76 – UO/Warren** – Being removed as Route 78 will change to provide same coverage
- **Route 78 – UO/Seneca** - Incorporate Route 76 into Route 78 and EmX to provide more frequency and better connectivity. Would run every 30 minutes and serve Seneca Station for all routes. Would serve Wilshire/Warren area (currently served by Route 76). Passengers would be able to transfer to the new West 11th EmX at Seneca Station and connect to Route 93-Veneta from Seneca Station
- **Route 93-Veneta** – Add 2 weekday trips (for a total of 10 trips), one trip on Saturdays (for a total of 3 trips), and introducing Sunday service (2 trips). Plus, the route would begin and end at Seneca Station
- **Route 28 – Hilyard** – Remove last evening trip to UO and Walnut Stations
- **Last P.M. Departures from Eugene Station** – Final trip (Monday through Friday only) for each of the following routes from Eugene will be outbound only: 12, 13, 24, 28, 36, 40, 41, 51, & 67.

Changes in service would be effective on September 17, 2017.

Title VI Analysis of 2017 West Eugene Service Redesign Recommendations:

In accord with FTA Circular 4702.1B, Lane Transit District (LTD) has adopted a Service Policy addressing Title VI and EO12898 requirements (9 June 2014). The Service Policy describes the actions that require

an equity analysis and the thresholds for identifying a ‘major service change.’ For this level of service change, LTD must identify, assess and address any revealed adverse impacts.

For Fall 2017 service, LTD has proposed realignment of several routes in the current system along with changes in revenue hours on numerous routes. An analysis was prepared by LCOG staff to assess the impact of these changes on minority and low-income populations within the service area (District boundary).

The conclusion of this analysis, is that the proposed changes would not have a disparate impact on minority customers, or impose a disproportionate burden on low-income customers based on the Agency’s Policies.

A copy of the “Assessment of Lane Transit District Proposed Service Changes for 2017 - Title VI and Environmental Justice Considerations” is provided as Attachment 3

- ATTACHMENTS:**
- 1) WESR Customer Input March 6 – April 7, 2017
 - 2) 2017 WESR Community Input Survey February 8-April 7 2017
 - 3) “Assessment of Lane Transit District Proposed Service Changes for 2017 – Title VI and Environmental Justice Considerations”

PROPOSED MOTION: I move the following resolution:

Resolution No. 2017-0xx: It is hereby resolved that the LTD Board of Directors approves the Fiscal Year 2017-18 service recommendations as presented on April 19, 2017.

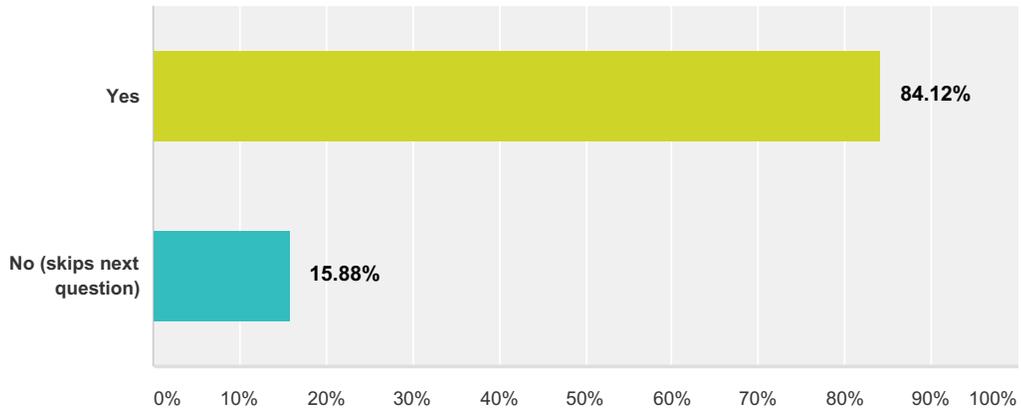
WESR
Community Input Survey



February 8 – April 7, 2017

Q1 Do you use Lane Transit District service now (bus or EmX)?

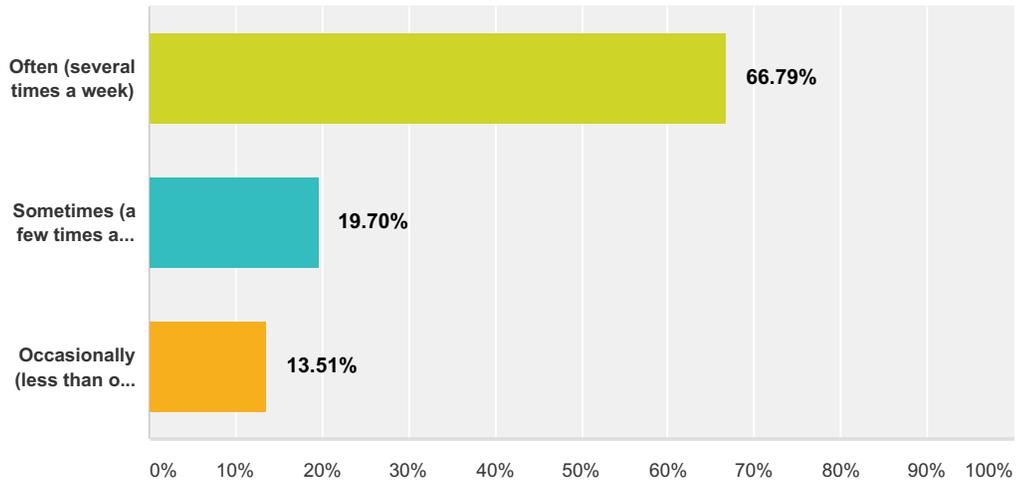
Answered: 636 Skipped: 1



Answer Choices	Responses	
Yes	84.12%	535
No (skips next question)	15.88%	101
Total		636

Q2 How often do you use LTD?

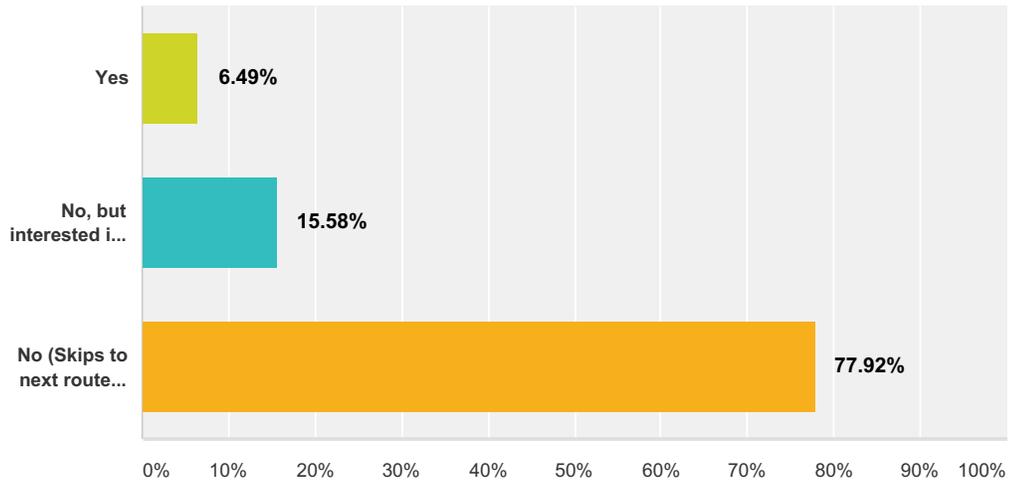
Answered: 533 Skipped: 104



Answer Choices	Responses	
Often (several times a week)	66.79%	356
Sometimes (a few times a month)	19.70%	105
Occasionally (less than once a month)	13.51%	72
Total		533

Q3 Do you ride Route 32-West 1st?

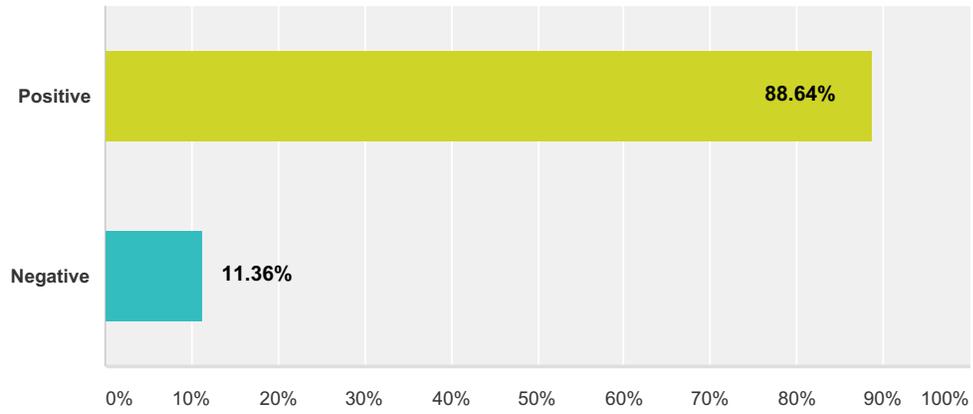
Answered: 616 Skipped: 21



Answer Choices	Responses
Yes	6.49% 40
No, but interested in using service in the future	15.58% 96
No (Skips to next route question)	77.92% 480
Total	616

Q4 Does this proposed service negatively or positively impact you?

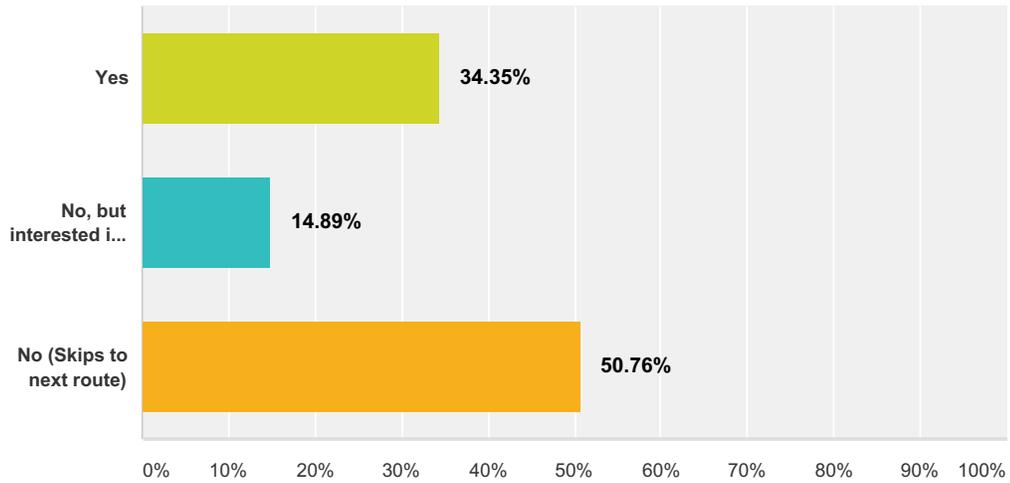
Answered: 132 Skipped: 505



Answer Choices	Responses	
Positive	88.64%	117
Negative	11.36%	15
Total		132

Q6 Do you ride Route 36-West 18th?

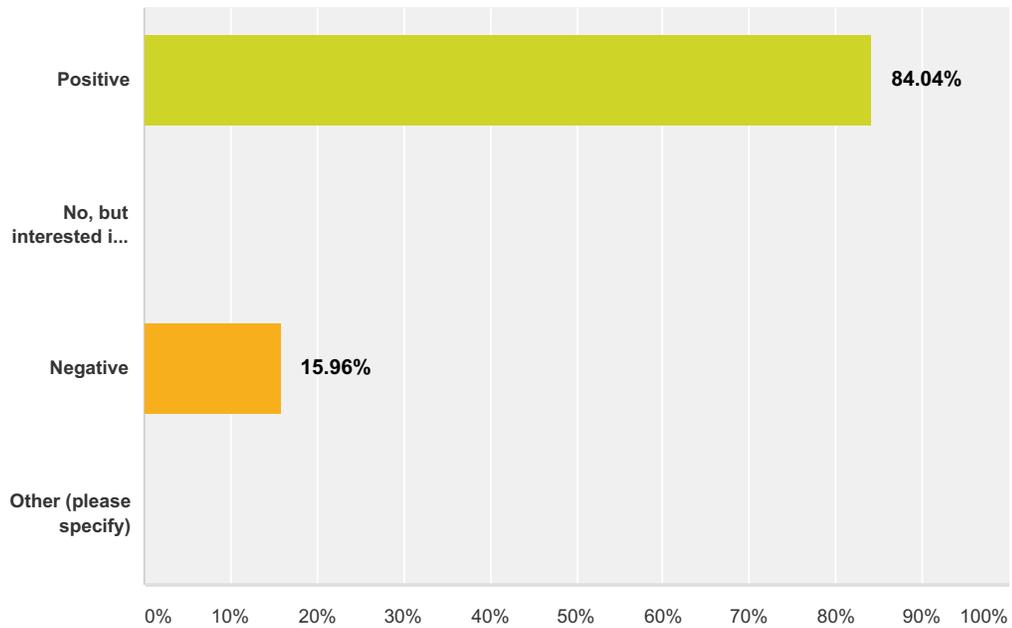
Answered: 591 Skipped: 46



Answer Choices	Responses
Yes	34.35% 203
No, but interested in using service in the future	14.89% 88
No (Skips to next route)	50.76% 300
Total	591

Q7 Does this proposed service negatively or positively impact you?

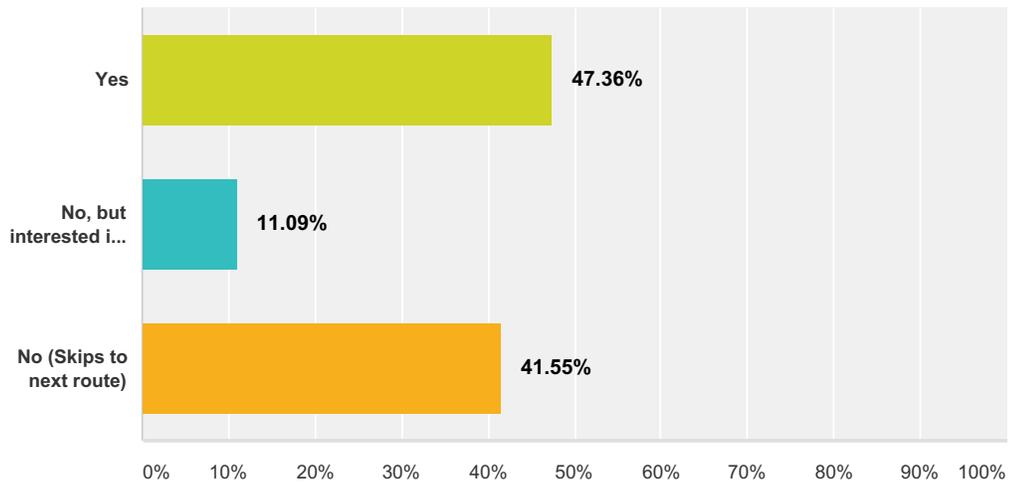
Answered: 282 Skipped: 355



Answer Choices	Responses	
Positive	84.04%	237
No, but interested in using service in the future	0.00%	0
Negative	15.96%	45
Other (please specify)	0.00%	0
Total		282

Q9 Do you ride Routes 41-Barger/West 11th or 43-West 11th/Barger?

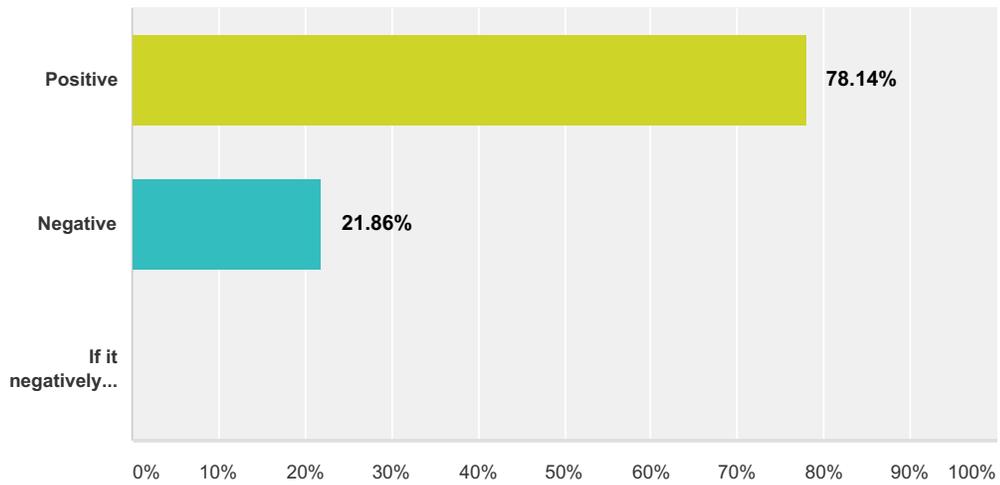
Answered: 568 Skipped: 69



Answer Choices	Responses
Yes	47.36% 269
No, but interested in using service in the future	11.09% 63
No (Skips to next route)	41.55% 236
Total	568

Q10 Does this proposed service negatively or positively impact you?

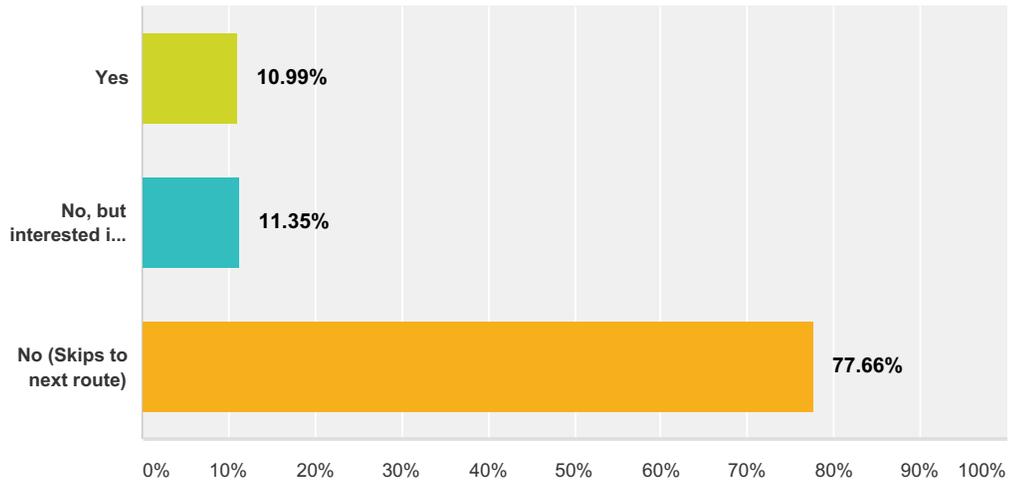
Answered: 311 Skipped: 326



Answer Choices	Responses	
Positive	78.14%	243
Negative	21.86%	68
If it negatively impacts you please explain how?	0.00%	0
Total		311

Q12 Do you ride Route 55-North Park?

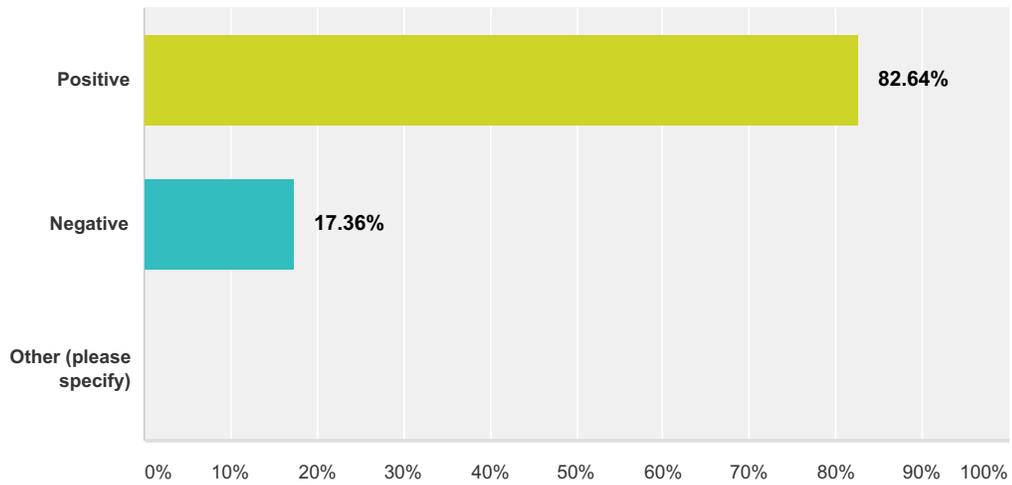
Answered: 555 Skipped: 82



Answer Choices	Responses
Yes	10.99% 61
No, but interested in using service in the future	11.35% 63
No (Skips to next route)	77.66% 431
Total	555

Q13 Does this proposed service negatively or positively impact you?

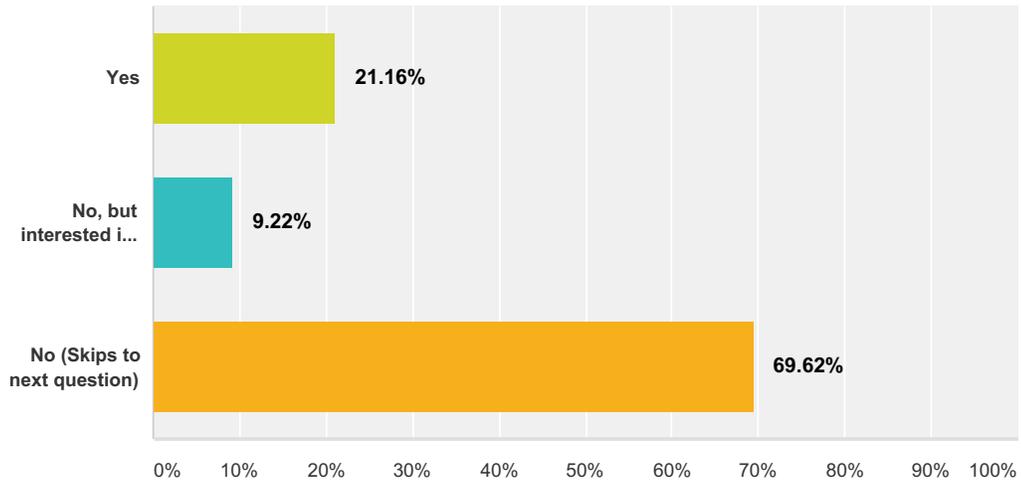
Answered: 121 Skipped: 516



Answer Choices	Responses	Count
Positive	82.64%	100
Negative	17.36%	21
Other (please specify)	0.00%	0
Total		121

Q15 Do you ride Route 76-UO/Warren?

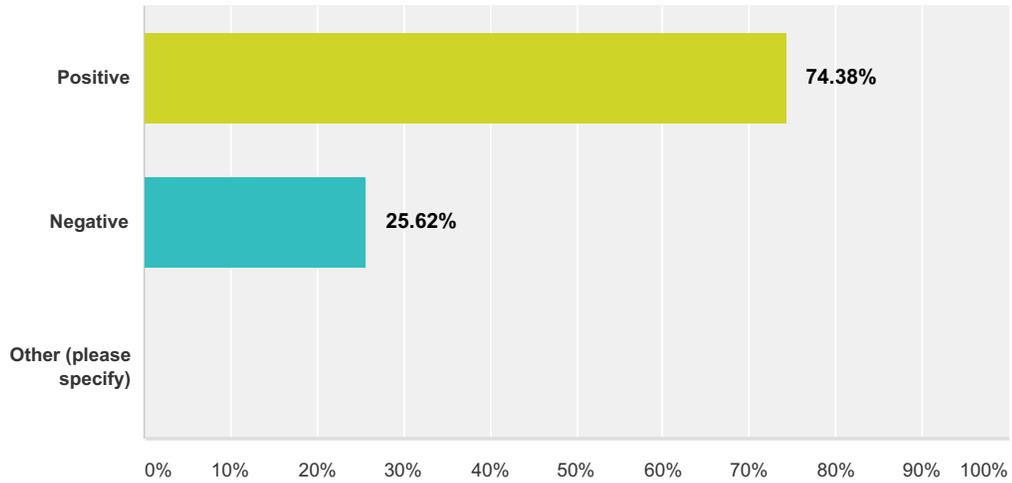
Answered: 553 Skipped: 84



Answer Choices	Responses	
Yes	21.16%	117
No, but interested in using service in the future	9.22%	51
No (Skips to next question)	69.62%	385
Total		553

Q16 Does this proposed service negatively or positively impact you?

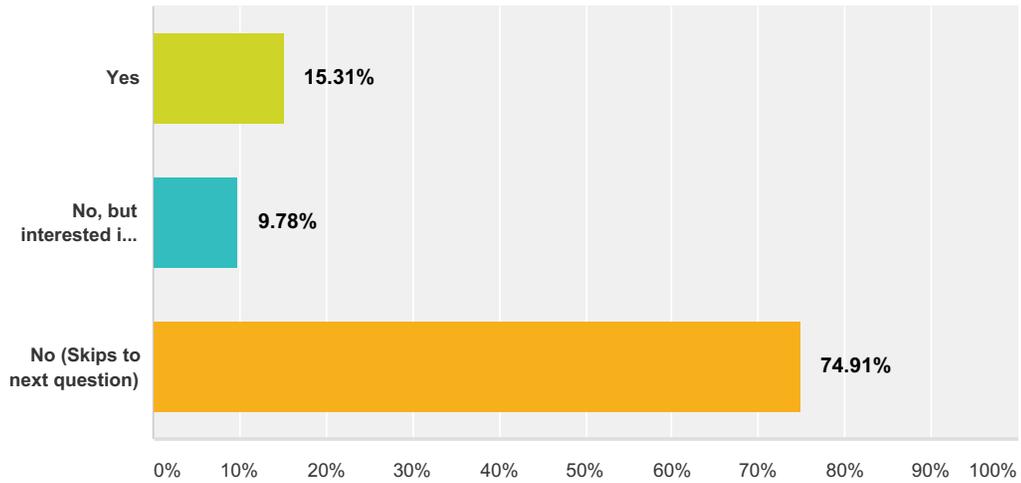
Answered: 160 Skipped: 477



Answer Choices	Responses	Count
Positive	74.38%	119
Negative	25.62%	41
Other (please specify)	0.00%	0
Total		160

Q18 Do you ride Route 78-UO/Seneca?

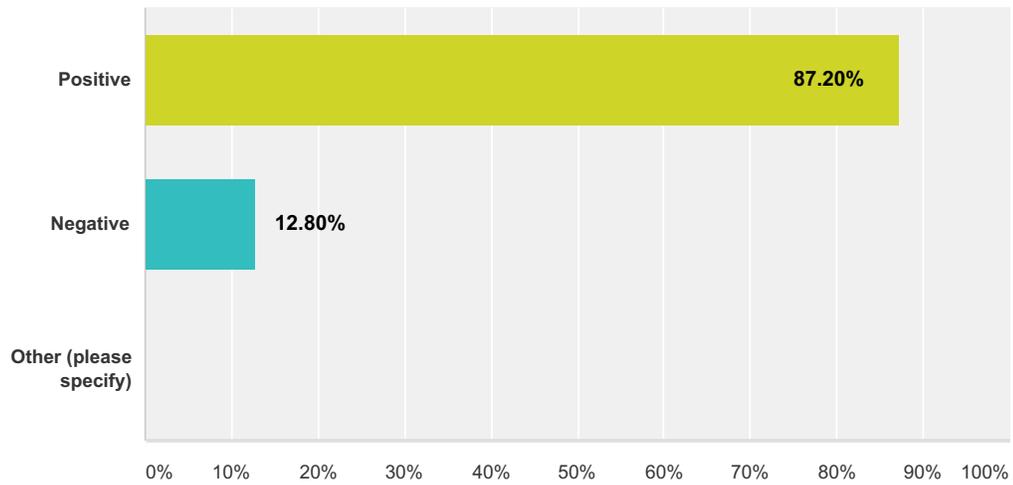
Answered: 542 Skipped: 95



Answer Choices	Responses	
Yes	15.31%	83
No, but interested in using service in the future	9.78%	53
No (Skips to next question)	74.91%	406
Total		542

Q19 Does this proposed service negatively or positively impact you?

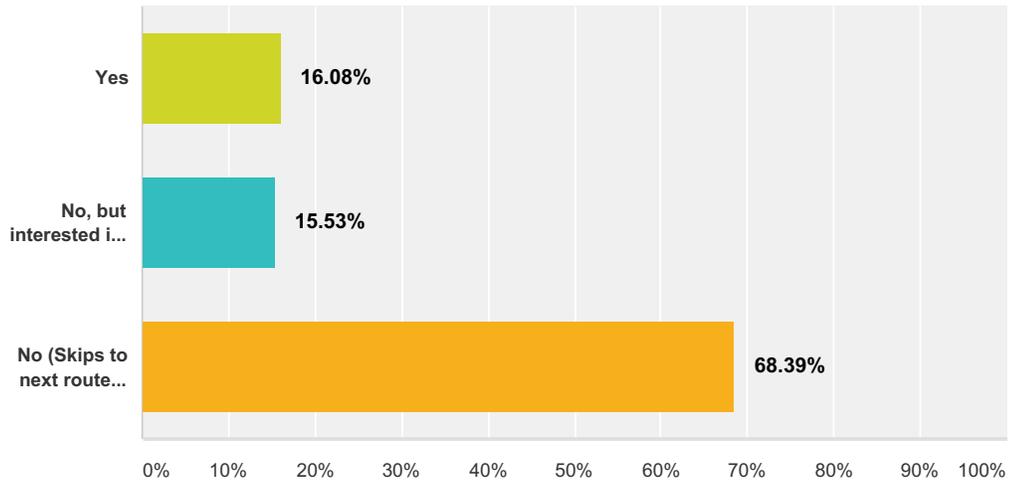
Answered: 125 Skipped: 512



Answer Choices	Responses	Count
Positive	87.20%	109
Negative	12.80%	16
Other (please specify)	0.00%	0
Total		125

Q21 Do you ride Route 93-Veneta?

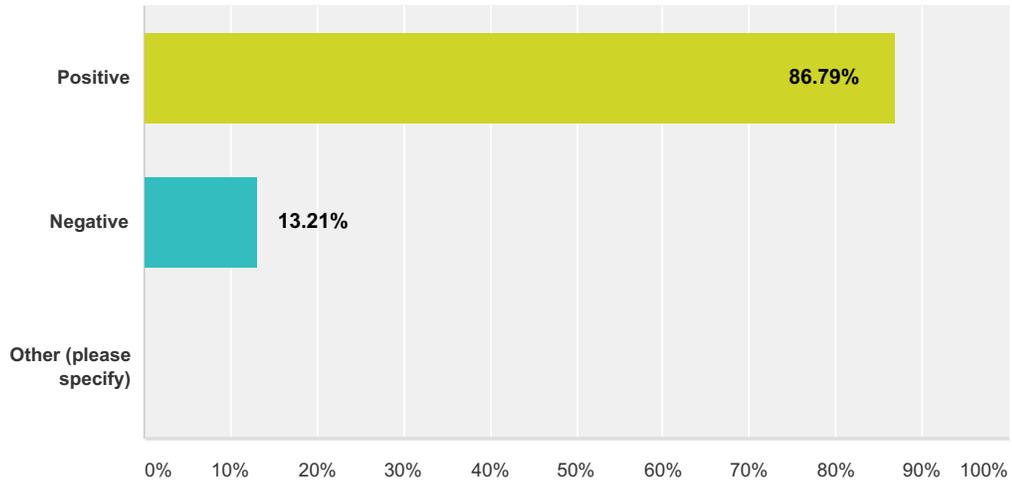
Answered: 541 Skipped: 96



Answer Choices	Responses
Yes	16.08% 87
No, but interested in using service in the future	15.53% 84
No (Skips to next route question)	68.39% 370
Total	541

Q22 Does this proposed service negatively or positively impact you?

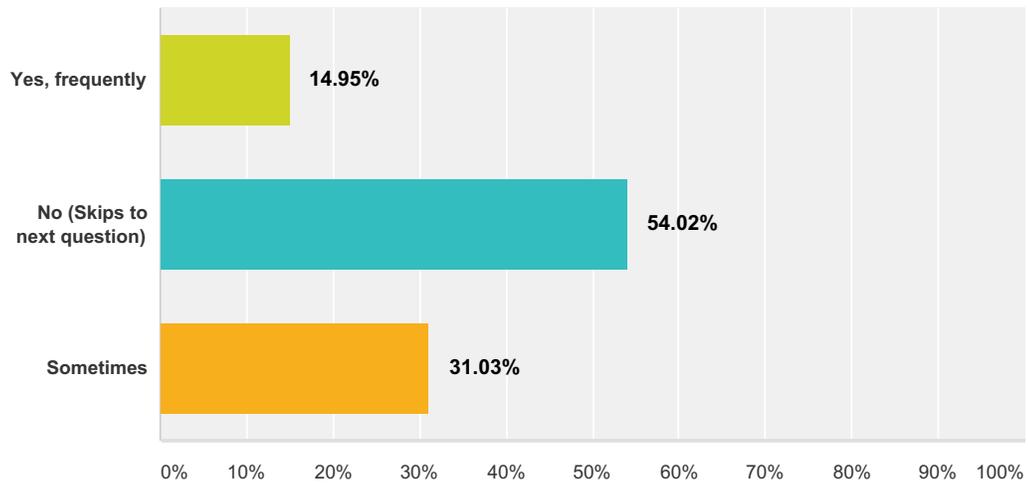
Answered: 159 Skipped: 478



Answer Choices	Responses	Count
Positive	86.79%	138
Negative	13.21%	21
Other (please specify)	0.00%	0
Total		159

Q24 Do you ever use LTD bus service past 11:00 p.m.?

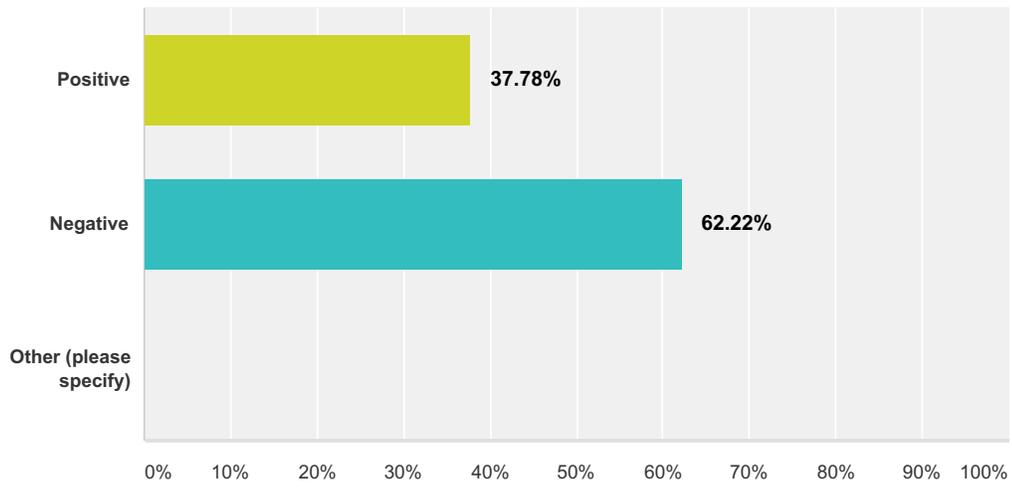
Answered: 535 Skipped: 102



Answer Choices	Responses	
Yes, frequently	14.95%	80
No (Skips to next question)	54.02%	289
Sometimes	31.03%	166
Total		535

Q25 Does this proposed service negatively or positively impact you?

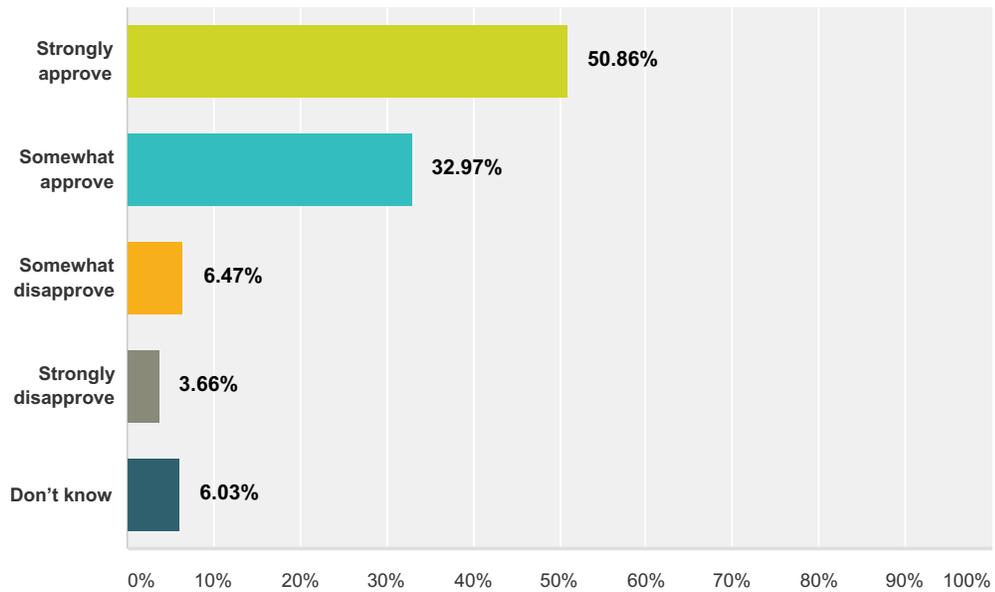
Answered: 225 Skipped: 412



Answer Choices	Responses	Count
Positive	37.78%	85
Negative	62.22%	140
Other (please specify)	0.00%	0
Total		225

Q28 Lane Transit District provides public transportation services to Eugene-Springfield and surrounding communities. From what you know or may have heard, do you disapprove or approve of the job Lane Transit District is doing?

Answered: 464 Skipped: 173



Answer Choices	Responses	
Strongly approve	50.86%	236
Somewhat approve	32.97%	153
Somewhat disapprove	6.47%	30
Strongly disapprove	3.66%	17
Don't know	6.03%	28
Total		464



WESR CUSTOMER INPUT

March 6 – April 7, 2017

Route	Comments
Route 98	Can we PLEASE get an articulated bus dedicated to route 98 in the mornings?!?!? This is disgusting having to stand on top of each other and people coughing in your face! Get a new driver for this route who can drive a big bus! Currently all seats are full and 12 of us standing
Feedback from presentation to Housing and Community Services Agency (HACSA) Resident Advisory Board, 3/9/2017	<ul style="list-style-type: none"> • We SO appreciate the presentation and you asking our opinion • Please think about keeping the Customer Service Center lobby open for later hours. There are many people who have to wait up to an hour for their bus, and when it's cold, dark and wet, it's inhumane to have them wait outside. • We need service from Florence to Eugene • Excited about the Yachats pilot program • There need to be more seats at the bus stops that serve the lower income people. Those areas tend to have higher accessibility issues and older people for whom a seat at the bus stop would be very welcome. • Removing Route 19 had a highly negative impact on the population who utilize HACSA programs.
Route 1	With the new EMX line in the fall, I hope it will free up busses for the #1 every ½ hour all day or a bus like route #64 reinstated to come down 3 rd off of Coburg. Thanks.
Bus Stop/Route 40?	I wanted to talk to someone at LTD regarding plans or potential for a route/stop near the EWEB Operations Center at 4200 Roosevelt. We are planning to move out of our HQ property downtown, and would like to be better able to serve both employees and customers with closer bus options.
Route 98	"Suggest change to Route 98 from Creswell go south on 99 to Saginaw, stop there, get on I5 from there. Same in reverse from Cottage Grove. Should save a little gas, maybe get a few add'l riders."

AGENDA ITEM SUMMARY

DATE OF MEETING: March 13, 2017

ITEM TITLE: CONTRACT APPROVAL –

PREPARED BY: Aurora Jackson, General Manager; Collina Washington, Procurement Manager

ACTION REQUESTED:

PURPOSE/OBJECTIVE: This action will authorize the general manager to enter into contract with

DESCRIPTION/JUSTIFICATION:

CONTRACT HISTORY:

PROCUREMENT IMPACT:

POLICY IMPACT:

ECONOMIC IMPACT:

TERMINATION TERMS:

FUNDING SOURCE: [Would input each funding source whether grant or general fund]

REQUIRED REPORTING:

RECOMMENDATIONS:

ALTERNATIVES: N/A

ATTACHMENTS: Contract 2017-01; Resolution No. 2016-XXX

PROPOSED MOTION: Resolution No. 2016-XXX: Be it resolved that the Lane Transit District Board of Directors approves.....

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Camille Straub, Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

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

MEETINGS HELD:

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

1. **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. At the March 21 meeting,
2. **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. At the March 22 meeting,
3. **Strategic Planning Committee (SPC):** 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 April 4 meeting,
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 April 6 meeting,
5. **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. At the April 10 meeting,

6. **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 April 10 meeting,
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 April 12 meeting,

NO MEETINGS HELD:

1. **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 next meeting is scheduled to be held April 26.
2. **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. The next meeting is scheduled to be held April 27.
3. **LTD Board Service Committee:** The Board Service Committee is composed of Chair Ed Necker and Board Members Gary Gillespie and Angelynn Pierce. Meetings are scheduled on an as-needed basis. The next meeting has not been scheduled.
4. **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. 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 OF MEETING: April 19, 2017

ITEM TITLE: AMERICAN BUS BENCHMARKING GROUP REPORT

PREPARED BY: Mark Johnson, Assistant General Manager

ACTION REQUESTED: Information Only

BACKGROUND:

In November 2016 the Board was updated on the latest American Bus Benchmarking Group (ABBG) data from last year's customer satisfaction survey. At that time the Board also was presented with the latest Key Performance Indicator (KPI) data that showed how LTD compared to other members of the ABBG.

During that discussion the Board requested a presentation showing a historical perspective of LTD performance. This presentation will cover LTD performance from 2006-2015 using ABBG data.

ATTACHMENTS: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE: April 19, 2017

ITEM TITLE: MONTHLY FINANCIAL REPORT

PREPARED BY: Christina Shew, Director of Finance

ACTION REQUESTED: None

Please find attached the December 2016 YTD Financial Report.

ATTACHMENTS: December 2016 Financial Reports

PROPOSED MOTION: None

Q:\Reference\Board Packet\2017\April\April 19 Reg BD Mtg\Financial Report AIS.docx

AGENDA ITEM SUMMARY

DATE: April 19, 2017

ITEM TITLE: MONTHLY GRANT REPORT

PREPARED BY: Christina Shew, Director of Finance

ACTION REQUESTED: None. Information only.

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 February 28, 2017. A FTA drawdown was made on February 24, 2017.

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 was in tandem with OR-03-0127, OR-03-0128 (purchase of one bus), and OR-39-0008. All activities were completed and grant funds were exhausted. The grant is closed.

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 \$12,976,044

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. With the exception of security improvements, all activity line items (ALIs) have been completed. Upon conclusion of security upgrades, 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.

As previously reported, 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 will acquire additional accessible services vehicles. LTD has communicated this proposal to FTA and is currently developing the grant budget revision.

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. All of the five 40-foot, hybrid electric buses have been received and accepted; and the invoices have been processed. 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	\$302,876
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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 phase of the project funded by FTA 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 ¹ transfer FY 2007 forward)	\$5,649,011
Local	\$ 646,554
Total Eligible Amount	\$6,295,565

Funds Remaining	\$2,079,312
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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 ¹ transfer FY 2007 forward)	\$ 971,101
Local	\$ 76,810
Total Eligible Amount	\$1,047,911

Funds Remaining	\$ 37,825
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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 ² transfer FY 2007 forward)	\$2,190,000
Local	\$ 250,655
Total Eligible Amount	\$2,440,655

Funds Remaining	\$ 211,490
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¹ Federal Highway Administration
² 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	\$ 34,799

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	\$ 659,897

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	\$ 53,317

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	\$ 17,283

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	\$12,163

27. [30136 ODOT | 2016 – 17 ConnectOregon V - W 11th 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 11th 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 applications:

LTD has prepared the following grant applications:

- 31455 ODOT using 5339 and 5309 grant funds replacement of the aged Diamond Express vehicle. The prepared agreement is for a \$169,069 grant to support a total project cost of \$413,000. The remaining funds are \$93,000K from Oakridge CMAQ funds, \$30,931 local match and \$120K of funding still to be identified.
- Special Transportation Fund (STF) formula transportation fund (application # 10069070)

2017-19 S2 STF	\$1,754,618
Local	\$0
Requested Amount	\$1,754,618

- 2017-19 5310 Enhanced Mobility of Senior & individuals with disabilities formula fund (application # 10069080)

2017-19-5310	\$2,029,738
Local	\$232,313
Requested Amount	\$2,262,051

- Transit Network and Intercity competitive discretionary grant (application #10067141).to fund the operation of the Diamond Express service

Diamond Express	\$238,742
Local	\$200,478
Requested Amount	\$439,220

- Rural Areas Program 5311 and 5311(f) formula fund application (application #10066986)

Florence Rhody Express, Rural Intercity	\$160,056
Local	\$122,950
Requested Amount	\$283,006

PROPOSED MOTION: None.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: MONTHLY CASH DISBURSEMENTS

PREPARED BY: Ralph Lambert, Controller

ACTION REQUESTED: None

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 February 2017.

ATTACHMENTS: February 2017 Cash Disbursements

PROPOSED MOTION: None



Check History Listing

4/3/2017 08:43 AM
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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
95040	03/02/2017	ALTA PLANNING AND DESIGN, INC.	963.50
95041	03/02/2017	AMERICAN FAMILY LIFE	1,511.13
95042	03/02/2017	BARRETT BUSINESS SERVICES INC	163.52
95043	03/02/2017	BLACKS IN GOVERNMENT	375.00
95044	03/02/2017	CHAPTER 13 TRUSTEE	595.38
95045	03/02/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
95046	03/02/2017	CITY OF EUGENE	18,230.25
95047	03/02/2017	CITY OF EUGENE	5,824.96
95048	03/02/2017	CITY OF EUGENE	72,681.60
95049	03/02/2017	COMCAST	199.45
95050	03/02/2017	KERRY K COOPER	1,281.84
95051	03/02/2017	LORENA GAIL CRAMBLIT	96.00
95052	03/02/2017	PERRY A. CRAWFORD	96.00
95053	03/02/2017	JOHN S DAHL	209.50
95054	03/02/2017	DELORES C. DONIS	511.49
95055	03/02/2017	TALLMADGE DOYLE	4,000.00
95056	03/02/2017	DUKANE RADIATOR & SHEETMETAL	215.00
95057	03/02/2017	ELMS LANDSCAPE MAINTENANCE INC	6,850.00
95058	03/02/2017	ERGOMETRICS & APPLIED	283.60
95059	03/02/2017	EUGENE WATER & ELECTRIC BOARD	0.00
95060	03/02/2017	EUGENE WATER & ELECTRIC BOARD	1,443.40
95061	03/02/2017	CARL FADDIS	96.00
95062	03/02/2017	FEDEX EXPRESS SHIPPING	38.81
95063	03/02/2017	GAYDOS, CHURNSIDE,&BALTHROP PC	2,566.57
95064	03/02/2017	SETH W HAMLIN	209.50
95065	03/02/2017	HANNAH MOTOR COMPANY	419.46
95066	03/02/2017	HARRIS DESIGN & PRINT, INC.	838.53
95067	03/02/2017	REBECCA J HAY	138.88
95068	03/02/2017	INDUSTRIAL FINISHES	945.90
95069	03/02/2017	MARK JOHNSON	160.00
95070	03/02/2017	LIFEMAP ASSURANCE COMPANY	15,868.35
95071	03/02/2017	DAVID B LINDELIEN	96.00
95072	03/02/2017	LOOMIS ARMORED US, LLC	6,181.86
95073	03/02/2017	LTD REIMBURSEMENT PLAN	500.00
95074	03/02/2017	JACOB H MCCALLUM	192.00
95075	03/02/2017	MCKENZIE SEW-ON	3,211.50
95076	03/02/2017	ARTHUR B MORRIS	1,281.84
95077	03/02/2017	MOTOR VEHICLES DIVISION	15.00
95078	03/02/2017	NIELSEN FASTENER	7.36
95079	03/02/2017	NORWEST SAFETY	75.35
95080	03/02/2017	OFFICE WORLD	14,952.00
95081	03/02/2017	OR DEPT/CONSUMER-BUSINESS SVC	197.12
95082	03/02/2017	OREGON DEPARTMENT OF REVENUE	1,149.97
95083	03/02/2017	OREGON DEPT. OF TRANSPORTATION	63.48
95084	03/02/2017	PIVOT ARCHITECTURE	7,340.54
95085	03/02/2017	PT3 INC.	1,198.93
95086	03/02/2017	R:BASE TECHNOLOGIES, INC.	1,790.00
95087	03/02/2017	RG MEDIA COMPANY	1,293.07
95088	03/02/2017	SIX ROBBLEES' INC	64.32
95089	03/02/2017	SPECIAL DISTRICTS INSURANCE	4,366.00
95090	03/02/2017	SPECIAL DISTRICTS INSURANCE SV	1,490.77
95091	03/02/2017	SPRINGFIELD PUBLIC SD 19	10,055.20
95092	03/02/2017	SPRINGFIELD UTILITY BOARD	0.00
95093	03/02/2017	SPRINGFIELD UTILITY BOARD	1,544.74



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95094	03/02/2017	STAPLES BUSINESS ADVANTAGE	95.12
95095	03/02/2017	DAVID W SVENDSEN	96.00
95096	03/02/2017	THERMO KING NORTHWEST, INC.	1,213.83
95097	03/02/2017	UO PRINTING AND MAILING SVCS	150.00
95098	03/02/2017	VALLEY FREIGHTLINER, INC	1,110.90
95099	03/02/2017	VERIZON WIRELESS	8,608.14
95100	03/02/2017	WAL-MART REAL ESTATE BUSINESS	600,000.00
95101	03/02/2017	WASTE CONNECTIONS, INC	98.80
95102	03/02/2017	WESCO AUTOMOTIVE PAINT	477.56
95103	03/02/2017	WHA INSURANCE AGENCY, INC.	2,103.70
95104	03/02/2017	WHITE BIRD CLINIC	9,975.00
95105	03/02/2017	WILLAMALANE PARK & RECREATION	1,033.34
95106	03/02/2017	WILLAMETTE COMM HEALTH SOLUTNS	1,768.81
95107	03/02/2017	YVONNE L WILLARD	209.50
95108	03/02/2017	ART THREAD, LLC	10,809.70
95109	03/02/2017	BELL+FUNK	636.11
95110	03/02/2017	BPA VEBA-HRA SERVICES	71.00
95111	03/02/2017	CAIC PRIMARY	1,236.47
95112	03/02/2017	CUMMINS NORTHWEST, INC.	0.00
95113	03/02/2017	CUMMINS NORTHWEST, INC.	699.33
95114	03/02/2017	DATALED TECHNOLOGIES, INC.	720.00
95115	03/02/2017	DEPARTMENT OF HUMAN SERVICES	36,430.87
95116	03/02/2017	PETER N DESHPANDE	486.00
95117	03/02/2017	EAN HOLDINGS, LLC	5,150.00
95118	03/02/2017	ENVIRONMENTAL SCIENCE &	787.25
95119	03/02/2017	FIELDPRINT, INC.	162.50
95120	03/02/2017	G4S SECURE SOLUTIONS (USA) INC	31,573.47
95121	03/02/2017	GILLIG CORPORATION	0.00
95122	03/02/2017	GILLIG CORPORATION	8,506.40
95123	03/02/2017	GRAINGER INC	5,508.10
95124	03/02/2017	LANE COUNCIL OF GOVERNMENTS	14,207.92
95125	03/02/2017	LTD & ATU PENSION TRUST	95,130.17
95126	03/02/2017	LTD EMPLOYEES FUND	208.00
95127	03/02/2017	LTD SALARIED EMP. PENSION PLAN	95,905.62
95128	03/02/2017	MODA HEALTH	2,397.04
95129	03/02/2017	MOHAWK MANUFACTURING & SUPPLY	3,642.05
95130	03/02/2017	MOTION & FLOW CONTROL PRD, INC	449.44
95131	03/02/2017	MUNCIE TRANSIT SUPPLY	859.20
95132	03/02/2017	MYRMO & SONS	1,509.71
95133	03/02/2017	NEW FLYER OF AMERICA, INC.	10,800.42
95134	03/02/2017	NORTH COAST ELECTRIC	417.30
95135	03/02/2017	OFFICEMAX CONTRACT, INC.	820.56
95136	03/02/2017	PACIFICSOURCE HEALTH PLANS	594,827.66
95137	03/02/2017	PARKEON, INC.	1,470.00
95138	03/02/2017	PRE-PAID LEGAL SERVICES INC.	289.10
95139	03/02/2017	ROADRUNNER DELIVERY	354.35
95140	03/02/2017	SITECRAFTING, INC.	400.00
95141	03/02/2017	AKA: SENIOR WHEELS, INC. SOUTH LANE WHEELS	2,164.60
95142	03/02/2017	SPECIAL MOBILITY SERVICES INC.	512,763.67
95143	03/02/2017	THORP, PURDY, JEWETT, URNESS,	3,962.60
95144	03/02/2017	TOUCHPOINT NETWORKS LLC	130.00
95145	03/02/2017	TRAPEZE ITS USA, LLC	423,407.09
95146	03/02/2017	UNITED WAY OF LANE COUNTY	580.00
95147	03/02/2017	VISION SERVICE PLAN	4,613.35



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95148	03/02/2017	WANNAMAHER CONSULTING, INC.	16,720.00
95149	03/02/2017	WOODBURY ENERGY CO. INC.	109,785.17
95150	03/09/2017	BARRETT BUSINESS SERVICES INC	1,248.00
95151	03/09/2017	BRATTAIN INTERNATIONAL TRUCKS	1,441.83
95152	03/09/2017	CAPITAL ONE COMMERCIAL	225.02
95153	03/09/2017	CENTURY LINK	571.90
95154	03/09/2017	CINTAS CORPORATION	0.00
95155	03/09/2017	CINTAS CORPORATION	6,009.74
95156	03/09/2017	DISH NETWORK	107.02
95157	03/09/2017	EUGENE WATER & ELECTRIC BOARD	423.43
95158	03/09/2017	LLC FUSSY'S @ VALLEY RIVER PLAZA	76.55
95159	03/09/2017	GUARANTY CHEVROLET	5,836.84
95160	03/09/2017	HANNAH MOTOR COMPANY	209.73
95161	03/09/2017	THE LAMAR COMPANIES	400.00
95162	03/09/2017	LANE COMMUNITY COLLEGE	258.23
95163	03/09/2017	MCKENZIE SEW-ON	75.00
95164	03/09/2017	MIDWEST BUS	274.40
95165	03/09/2017	NORTHWEST NATURAL GAS	7,638.70
95166	03/09/2017	OIL PRICE INFORMATION SERVICE	232.00
95167	03/09/2017	PACIFIC POWER GROUP, LLC	4,126.58
95168	03/09/2017	SANIPAC	2,240.18
95169	03/09/2017	SIX ROBBLEES' INC	91.82
95170	03/09/2017	SPORTWORKS NORTHWEST, INC	2,358.08
95171	03/09/2017	SPRINGFIELD MOTORS, INC.	641.94
95172	03/09/2017	SPRINGFIELD UTILITY BOARD	15,737.93
95173	03/09/2017	STAPLES BUSINESS ADVANTAGE	277.34
95174	03/09/2017	UNITED PARCEL SERVICE	750.00
95175	03/09/2017	DOUGLAS M. BARBER	3,000.00
95176	03/09/2017	CUMMINS NORTHWEST, INC.	2.83
95177	03/09/2017	GILLIG CORPORATION	1,279.79
95178	03/09/2017	GRAINGER INC	178.27
95179	03/09/2017	KUHN INVESTMENTS, INC.	12,000.14
95180	03/09/2017	LANE COUNCIL OF GOVERNMENTS	1,152.31
95181	03/09/2017	MOHAWK MANUFACTURING & SUPPLY	54.13
95182	03/09/2017	MOTION & FLOW CONTROL PRD, INC	429.71
95183	03/09/2017	MUNCIE TRANSIT SUPPLY	801.67
95184	03/09/2017	MYRMO & SONS	783.61
95185	03/09/2017	NEW FLYER OF AMERICA, INC.	477.68
95186	03/09/2017	OFFICEMAX CONTRACT, INC.	85.06
95187	03/09/2017	REXEL OF AMERICA, LLC	212.55
95188	03/09/2017	RICOH USA, INC.	1,355.25
95189	03/09/2017	SPECIAL MOBILITY SERVICES INC.	214,325.01
95190	03/16/2017	A-1 FIRE PROTECTION	512.00
95191	03/16/2017	BRATTAIN INTERNATIONAL TRUCKS	299.70
95192	03/16/2017	KAISER BRAKE & ALIGNMENT INC.	159.00
95193	03/16/2017	LARSCO, INC	196.68
95194	03/16/2017	MIDWEST BUS	881.00
95195	03/16/2017	R E AUTO ELECTRIC, INC.	6,777.06
95196	03/16/2017	SIX ROBBLEES' INC	254.40
95197	03/16/2017	SPORTWORKS NORTHWEST, INC	8,629.88
95198	03/16/2017	STAPLES BUSINESS ADVANTAGE	209.49
95199	03/16/2017	THERMO KING NORTHWEST, INC.	357.00
95200	03/16/2017	VALLEY FREIGHTLINER, INC	3,080.73
95201	03/16/2017	ANA LABORATORIES, INC	649.00



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95202	03/16/2017	CUMMINS NORTHWEST, INC.	6,831.86
95203	03/16/2017	GILLIG CORPORATION	18,221.62
95204	03/16/2017	GRAINGER INC	515.07
95205	03/16/2017	ANTHONY L HILSENDAGER	798.20
95206	03/16/2017	MOHAWK MANUFACTURING & SUPPLY	28.00
95207	03/16/2017	MUNCIE TRANSIT SUPPLY	1,312.43
95208	03/16/2017	MYRMO & SONS	1,551.06
95209	03/16/2017	NEW FLYER OF AMERICA, INC.	870.27
95210	03/16/2017	PACIFIC POWER GROUP, LLC	116.88
95211	03/16/2017	THE PAPE GROUP	200.00
95212	03/16/2017	SPECIAL MOBILITY SERVICES INC.	239,707.82
95213	03/16/2017	WOODBURY ENERGY CO. INC.	100,591.32
95214	03/24/2017	2G CONSTRUCTION	97,223.96
95215	03/24/2017	AIRGAS USA, LLC	286.23
95216	03/24/2017	AMAL TRANSIT UNION #757	16,625.62
95217	03/24/2017	BARRETT BUSINESS SERVICES INC	5,945.88
95218	03/24/2017	BUDGET TAXI	20.25
95219	03/24/2017	CASCADE TITLE & ESCROW	11,997.50
95220	03/24/2017	CHAPTER 13 TRUSTEE	595.38
95221	03/24/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
95222	03/24/2017	CITY OF EUGENE	39,829.75
95223	03/24/2017	COURTESY DELIVERY SERVICE	57.50
95224	03/24/2017	ERGO FLEX CONSULTING, INC.	155.00
95225	03/24/2017	EUGENE WATER & ELECTRIC BOARD	0.00
95226	03/24/2017	EUGENE WATER & ELECTRIC BOARD	8,657.11
95227	03/24/2017	EUGENE WATER & ELECTRIC BOARD	14,015.81
95228	03/24/2017	FERN RIDGE CHAMBER OF COMMERCE	300.00
95229	03/24/2017	FLEETPRIDE, INC.	98.44
95230	03/24/2017	GAYDOS, CHURNSIDE,&BALTHROP PC	6,526.50
95231	03/24/2017	KRISTIN KOKKELER	138.87
95232	03/24/2017	LANE COUNTY FAIRBOARD	7,500.00
95233	03/24/2017	LITHIA DODGE OF EUGENE, INC.	304.98
95234	03/24/2017	JOSEPH C MCCORMACK	240.00
95235	03/24/2017	MCKENZIE SEW-ON	92.50
95236	03/24/2017	NORTHWEST NATURAL GAS	1,533.55
95237	03/24/2017	OREGON DEPARTMENT OF REVENUE	1,042.72
95238	03/24/2017	PETTY CASH - DELORES DONIS	150.00
95239	03/24/2017	R E AUTO ELECTRIC, INC.	6,339.84
95240	03/24/2017	RADIATOR SUPPLY HOUSE, INC.	65.00
95241	03/24/2017	STEPHEN M RAYACK	209.50
95242	03/24/2017	SIX ROBBLEES' INC	1,309.54
95243	03/24/2017	SMART SNACKS-PORTLAND LLC	836.50
95244	03/24/2017	SPRINGFIELD MOTORS, INC.	174.56
95245	03/24/2017	SPRINGFIELD UTILITY BOARD	416.97
95246	03/24/2017	ST VINCENT DE PAUL SOCIETY	94.00
95247	03/24/2017	STAPLES BUSINESS ADVANTAGE	419.96
95248	03/24/2017	VALLEY FREIGHTLINER, INC	93.90
95249	03/24/2017	WILLAMALANE PARK & RECREATION	516.67
95250	03/24/2017	WYATT'S TIRE COMPANY	931.74
95251	03/24/2017	ZILKOSKI AUTO ELECTRIC, INC.	330.00
95252	03/24/2017	BELL+FUNK	28.50
95253	03/24/2017	C & K PETROLEUM EQUIPMENT CO,	260.00
95254	03/24/2017	CUMMINS NORTHWEST, INC.	1,467.00
95255	03/24/2017	DATALED TECHNOLOGIES, INC.	725.00



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95256	03/24/2017	GILLIG CORPORATION	11,481.17
95257	03/24/2017	GRAINGER INC	2,529.97
95258	03/24/2017	JOHN O. HACHMANN	4,240.00
95259	03/24/2017	LANE COUNCIL OF GOVERNMENTS	601.02
95260	03/24/2017	LTD & ATU PENSION TRUST	96,591.17
95261	03/24/2017	LTD SALARIED EMP. PENSION PLAN	19,362.01
95262	03/24/2017	MODA HEALTH	46,271.80
95263	03/24/2017	MODA HEALTH	2,403.68
95264	03/24/2017	MUNCIE TRANSIT SUPPLY	349.45
95265	03/24/2017	MYRMO & SONS	1,008.50
95266	03/24/2017	NEW FLYER OF AMERICA, INC.	298.68
95267	03/24/2017	NINFA'S ELITE CORPORATION	26,995.18
95268	03/24/2017	NORTHWEST INFORMATION SVCS	4,950.00
95269	03/24/2017	PARSONS BRINCKERHOFF, INC.	84,633.69
95270	03/24/2017	SILKE COMMUNICATIONS, INC.	77.82
95271	03/24/2017	SPECIAL MOBILITY SERVICES INC.	257,607.26
95272	03/24/2017	UNITED WAY OF LANE COUNTY	580.00
95273	03/24/2017	WOODBURY ENERGY CO. INC.	544.36
95274	03/30/2017	ALARM SOLUTIONS, INC.	566.00
95275	03/30/2017	ALTERNATIVE WORK CONCEPTS	11,977.00
95276	03/30/2017	WINONA J CARLSON	228.00
95277	03/30/2017	CASCADE TITLE & ESCROW	325.00
95278	03/30/2017	CHAPTER 13 TRUSTEE	595.38
95279	03/30/2017	CINTAS CORPORATION	6,204.61
95280	03/30/2017	COMFORT FLOW HEATING	4,609.00
95281	03/30/2017	RICK DANCER	500.00
95282	03/30/2017	TALLMADGE DOYLE	4,000.00
95283	03/30/2017	DUKANE RADIATOR & SHEETMETAL	1,337.45
95284	03/30/2017	EDWARD PRICE CO-TRUSTEE ACCT	1,200.00
95285	03/30/2017	ELMS LANDSCAPE MAINTENANCE INC	6,943.00
95286	03/30/2017	EUGENE WATER & ELECTRIC BOARD	435.25
95287	03/30/2017	FASTENAL COMPANY	756.06
95288	03/30/2017	FRIENDS OF TREES	5,250.00
95289	03/30/2017	LLC FUSSY'S @ VALLEY RIVER PLAZA	159.15
95290	03/30/2017	GROVE MUELLER & SWANK, P.C.	55,000.00
95291	03/30/2017	KARI JOHNSON	11,758.00
95292	03/30/2017	LIFEMAP ASSURANCE COMPANY	14,151.91
95293	03/30/2017	MICRONICHE, INC.	500.00
95294	03/30/2017	MID-STATE INDUSTRIAL SERVICE	2,976.88
95295	03/30/2017	MOTOR VEHICLES DIVISION	18.00
95296	03/30/2017	OREGON DEPARTMENT OF REVENUE	369.95
95297	03/30/2017	OREGON DEPT. OF TRANSPORTATION	365.92
95298	03/30/2017	OREGON SPINE/PHYSICAL THERAPY	950.00
95299	03/30/2017	PITNEY BOWES	201.00
95300	03/30/2017	PIVOT ARCHITECTURE	3,124.66
95301	03/30/2017	PROTECTIVE SERVICE LLC	754.33
95302	03/30/2017	QUICK COLLECT, INC.	403.58
95303	03/30/2017	RECORDXPRESS OF CALIFORNIA,LLC	62.93
95304	03/30/2017	SIX ROBBLEES' INC	207.87
95305	03/30/2017	MARGARET (PEGGY) SPIESS	95.00
95306	03/30/2017	SPRINGFIELD UTILITY BOARD	75.00
95307	03/30/2017	STAPLES BUSINESS ADVANTAGE	646.48
95308	03/30/2017	SUNSHINE PLANT CARE	150.00
95309	03/30/2017	THERMO KING NORTHWEST, INC.	297.57



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95310	03/30/2017	UNITED INDUSTRIAL EQUIPMENT	99.98
95311	03/30/2017	VERIZON WIRELESS	8,528.11
95312	03/30/2017	VRIDE, INC.	4,450.00
95313	03/30/2017	WHA INSURANCE AGENCY, INC.	50.00
95314	03/30/2017	WHITE BIRD CLINIC	9,842.00
95315	03/30/2017	FRANK D WILSON	224.00
95316	03/30/2017	MARY C ADAMS	2,150.00
95317	03/30/2017	BEDFORD FALLS, LLC	1,377.00
95318	03/30/2017	BELL+FUNK	1,190.02
95319	03/30/2017	BPA VEBA-HRA SERVICES	73.00
95320	03/30/2017	BUCK'S SANITARY SERVICE, INC.	86.50
95321	03/30/2017	CENTRO LATINO AMERICANO	572.16
95322	03/30/2017	CUMMINS NORTHWEST, INC.	6,909.03
95323	03/30/2017	G4S SECURE SOLUTIONS (USA) INC	10,491.09
95324	03/30/2017	GLORIA, J GALLARDO	6,708.84
95325	03/30/2017	GILLIG CORPORATION	20,961.64
95326	03/30/2017	GRAINGER INC	76.88
95327	03/30/2017	HOLLAND & KNIGHT, LLP	7,379.76
95328	03/30/2017	JERRY'S HOME IMPROVEMENT CTR	411.82
95329	03/30/2017	LTD & ATU PENSION TRUST	95,138.55
95330	03/30/2017	LTD SALARIED EMP. PENSION PLAN	19,219.46
95331	03/30/2017	LUMINATOR	500.00
95332	03/30/2017	MOHAWK MANUFACTURING & SUPPLY	2,371.75
95333	03/30/2017	MUNCIE TRANSIT SUPPLY	3,572.46
95334	03/30/2017	MYRMO & SONS	516.82
95335	03/30/2017	NEW FLYER OF AMERICA, INC.	2,869.02
95336	03/30/2017	NINFAS ELITE CORPORATION	19,412.11
95337	03/30/2017	NORTH COAST ELECTRIC	102.60
95338	03/30/2017	NORTHWEST INFORMATION SVCS	4,368.75
95339	03/30/2017	OFFICEMAX CONTRACT, INC.	21.65
95340	03/30/2017	ONE CALL CONCEPTS, INC.	61.95
95341	03/30/2017	PACIFICSOURCE HEALTH PLANS	616,358.36
95342	03/30/2017	PARSONS BRINCKERHOFF, INC.	59,204.62
95343	03/30/2017	SILKE COMMUNICATIONS, INC.	863.54
95344	03/30/2017	SMITH DAWSON & ANDREWS, INC.	2,415.00
95345	03/30/2017	SPECIAL MOBILITY SERVICES INC.	448,804.85
95346	03/30/2017	SPRAGUE PEST SOLUTIONS	65.00
95347	03/30/2017	TOUCHPOINT NETWORKS LLC	260.00
95348	03/30/2017	UNITED WAY OF LANE COUNTY	580.00
95349	03/30/2017	VISION SERVICE PLAN	4,761.30
95350	03/30/2017	WOODBURY ENERGY CO. INC.	5,495.28
91040117	03/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	24,915.00
92040117	03/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	5,514.00
93030917	03/13/2017	BENEFIT PLANS ADMIN SVCS, LLC	3,156.05
801440788	03/30/2017	INTERNAL REVENUE SERVICE-EFTPS	191,836.52
802105414	03/02/2017	VALIC %CHASE BANK OF TEXAS	69,703.88
802125362	03/16/2017	VALIC %CHASE BANK OF TEXAS	69,230.25
802145570	03/30/2017	VALIC %CHASE BANK OF TEXAS	69,818.87
803178496	03/02/2017	BANK OF AMERICA	24.90
803178501	03/02/2017	BANK OF AMERICA	1,670.31
803178502	03/02/2017	BANK OF AMERICA	2,153.56
805160309	03/15/2017	OREGON DEPARTMENT OF REVENUE	547.13
810179418	03/24/2017	INTERNAL REVENUE SERVICE-EFTPS	349.28
816073230	03/30/2017	MASS MUTUAL FINANCIAL GROUP	3,240.94



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816172018	03/02/2017	MASS MUTUAL FINANCIAL GROUP	3,240.20
817370448	03/16/2017	MASS MUTUAL FINANCIAL GROUP	3,185.39
822372648	03/01/2017	INTERNAL REVENUE SERVICE-EFTPS	291.09
830160303	03/08/2017	OREGON DEPARTMENT OF REVENUE	15.43
831160323	03/29/2017	OREGON DEPARTMENT OF REVENUE	268.99
835160329	03/30/2017	OREGON DEPARTMENT OF REVENUE	46,473.51
837160320	03/24/2017	OREGON DEPARTMENT OF REVENUE	71.24
843868545	03/16/2017	INTERNAL REVENUE SERVICE-EFTPS	194,264.72
844160224	03/01/2017	OREGON DEPARTMENT OF REVENUE	73.50
850992778	03/29/2017	INTERNAL REVENUE SERVICE-EFTPS	1,028.47
852007225	03/15/2017	INTERNAL REVENUE SERVICE-EFTPS	2,238.14
857746525	03/02/2017	OREGON DEPARTMENT OF JUSTICE	1,324.00
857812573	03/16/2017	OREGON DEPARTMENT OF JUSTICE	1,324.00
863160301	03/02/2017	OREGON DEPARTMENT OF REVENUE	46,828.29
875269142	03/02/2017	INTERNAL REVENUE SERVICE-EFTPS	194,013.10
876160315	03/16/2017	OREGON DEPARTMENT OF REVENUE	46,920.04
890646851	03/08/2017	INTERNAL REVENUE SERVICE-EFTPS	69.09
341 Checks			\$6,779,486.09

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: DELEGATED AUTHORITY REPORT

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

ACTION REQUESTED: None; Information Only

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: Excel Spreadsheet – Executed Contracts April 2017

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: MONTHLY PERFORMANCE REPORTS

PREPARED BY: Ralph J. Lambert, Controller

ACTION REQUESTED: None

BACKGROUND:

In response to a request by the Board for regular reporting on the District's performance in several areas, monthly performance reports are provided for the Board's information. On a quarterly basis, staff will present a review of key metrics that are trending in the performance report.

ATTACHMENTS:

- 1) January 2017 Performance Reports
- 2) February 2017 RideSource Activity and Productivity reports

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

ITEM TITLE: MONTHLY DEPARTMENT REPORTS

PREPARED BY: Aurora Jackson, General Manager

ACTION REQUESTED: None

BACKGROUND:

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

ATTACHMENT: Monthly Department Reports – April 2017

Q:\Reference\Board Packet\2017\April\April 19 Reg BD Mtg\Dept Report AIS.docx



MONTHLY DEPARTMENT REPORTS

April 19, 2017

OFFICE OF THE GENERAL MANAGER

Aurora Jackson, General Manager

There is no department report this month.

SERVICE DELIVERY

Mark Johnson, Assistant General Manager

ACCESSIBLE AND CUSTOMER SERVICES

Cosette Rees, Accessible and Customer Services Manager

Transit Day at the Capitol is on April 11. We have two RideSource vehicles including staff, consumers, and community members traveling to Salem to meet with legislators regarding the critical value of public transit.

RideSource Operations Software Update

Staff are in the process of final evaluation and acceptance of software development; beginning training schedules; and developing materials toward implementation of critical components on July 1. Additional components will be introduced in the following four to six months toward full implementation. Training is to occur in May and June and will include RideSource Call Center staff and private transportation providers.

RideSource Operations Contract Update

LTD received three proposals as a result of a comprehensive Request for Proposal process. Staff are reviewing the proposals and plan to present information and a recommendation for approval at the May regular board meeting.

POINT2POINT

Theresa Brand, Transportation Options Manager

Staff are working hard preparing for upcoming May programs such as Walk and Bike month and SRTS Walk to School Day activities.

Cody Franz has taken over duties for the Business Commute Challenge and planning and preparations are on track and staff are getting excited.

A new Schools Program Coordinator (.50 FTE), Carolyn Chase has come on board to work on school and family related transportation options and in addition, she is staff support to the 3 Safe Routes to Schools program within the three local school districts. Carolyn comes to us from the State of Washington and has a background in community development and planning.

Drive Less Connect:

Oregon Department of Transportation (ODOT) and statewide Transportation Options (TO) partners rescheduled the Oregon Drive Less Challenge to September 16-30 due to a conflict with the scheduling of the Oregon Public Transportation Conference.

Drive Less Connect statistics for March are as follows:

- 14 new users registered in Drive Less Connect
- 957 non-single-occupancy vehicle trips reported, for a total of 20,908 miles
- Trips reported represent a savings of 16,151 pounds of CO₂ over driving alone
- 60 ridematch searches performed
- 48 percent successful match rate
- 6 ridematch requests sent

Vanpool Program

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

- 16 vanpools traveling to/from Eugene-Springfield
- 3290 passenger boardings
- 164,829 passenger miles
- 100,216 pounds CO₂ reduced

Carshare Program

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

- 78 reservations
- 332 hours used
- 10 percent utilization

Employer Programs/Employer Outreach

On March 3 Point2point staff presented information at Courtyard by Marriot's new employee orientation.

- On March 31 Point2point staffed an information table at Pacific Cascade Federal Credit Union
- Zip-O-Log Mills, representing 120 employees, joined the Emergency Ride Home Program
- Two individuals enrolled in the Emergency Ride Home Program

Education and Outreach

Staff are preparing for a busy upcoming summer season of numerous outreach and special events including the Parties in the Park, outreach at SPROUT, Sunday Streets, Bike Day at the Em's and numerous other events. New staff are being trained to do successful outreach and supplies are being readied. This month's outreach activities have included:

- March 21: staff led a transportation options workshop at REI

- March 22: Point2point staffed an information table at Springfield Chamber's Business After Hours
- March 23: staff presented information at the Springfield Chamber's Greeters Meeting

Business Commute Challenge (BCC):

The 2017 Business Commute Challenge is May 13-19. Staff spent the month of March soliciting prize donations and contacting past participants reminding them to participate in the future event. Lina Imochize was hired to assist with the BCC and she starts on April 7.

Future events:

- Registration for the 2017 BCC opens on April 4.
- The BCC Kickoff Party is on April 27 from 4:00 – 6:30 p.m. at Oakshire Brewing Public House

School Programs:

Staff are doing some cross training of the SRTS Coordinators and the new Schools Program Coordinator. Point2point is providing a good deal of support for the Coordinators in preparation for the future Bike to School Day that is part of Bike Month in May. Point2point is assisting with incentives materials for the schools, flyers, posters, logistics, and anything that the coordinators need. Last year, 27 schools with more than 4500 students participated in the May activities in the region.

ADMINISTRATION

Roland Hoskins, Assistant General Manager

HUMAN RESOURCES

David Collier, Director of Human Resources and Risk Management

Recruitment

- The Transit Operations Division had eight operators start on April 3. Reference checks have begun for an additional seven operators that will begin on May 15.
- The Public Safety Division has hired Aaron Reece, Trevor McMurrick, and George Denley as public safety officers; Kristin Prestwood as a transit fare inspector; and Tonee Webber as a part-time public safety intelligence analyst. All started in March.
- The Point2point Division has hired Carolyn Chase as a part-time schools program coordinator. Carolyn started on March 23.

Labor Negotiations

The negotiations team had their first bargaining meeting with ATU leadership on April 12. Discussions are proceeding.

PUBLIC AFFAIRS

Edward McGlone, Director of Public Affairs

There is no department report this month.

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

There is no department report this month.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 2017

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

PREPARED BY: Camille Straub, Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

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

- A. **Selection of Pension Trustee-elect:** Pension Trustee and Board Member Gary Gillespie's term expires at the end of 2017. In May, 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.
- B. **Rural Services Update:** Following the Board's discussion at its November meeting, staff will further discuss rural service options with the Board in April.
- C. **Board Member Committee Assignments:** It is likely that the Governor may not fill the remaining Board vacancy until after April. Upon this vacancy being filled Board members may fill the remaining committee appointments, which could occur in May.
- D. **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 May meeting.
- E. **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 May meeting that the Board authorize the general manager to enter into a contract with the successful proposer.
- F. **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 May.
- G. **Contract Claims Review:**
- H. **Budget Committee Appointments:** Recruitment is ongoing to fill the Budget Committee citizen member position representing Subdistrict 1 whose term expired on January 1, 2016. The LTD Board will be asked to approve the Budget Committee appointment at a future meeting.
- I. **MovingAhead Project Updates:** Staff will provide periodic updates on the progress of this project.

- J. **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: April 19, 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

BACKGROUND:

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

- A. **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.
- B. **Disadvantaged Business Enterprise (DBE)**: In May the Board will be provided with information related to LTD's DBE program.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 19, 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

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.

2017 West Eugene Service Redesign



LTD.org

Objectives - 2017 West Eugene Service Redesign

- **Engage current riders and community for input and reaction to proposed changes**
- **Evaluate performance of current system**
 - Route level productivity by route classification
- **Respond to Growth**
- **Evolve Overall Network Design**
- **Redesign service in West Eugene to better connect to EmX**



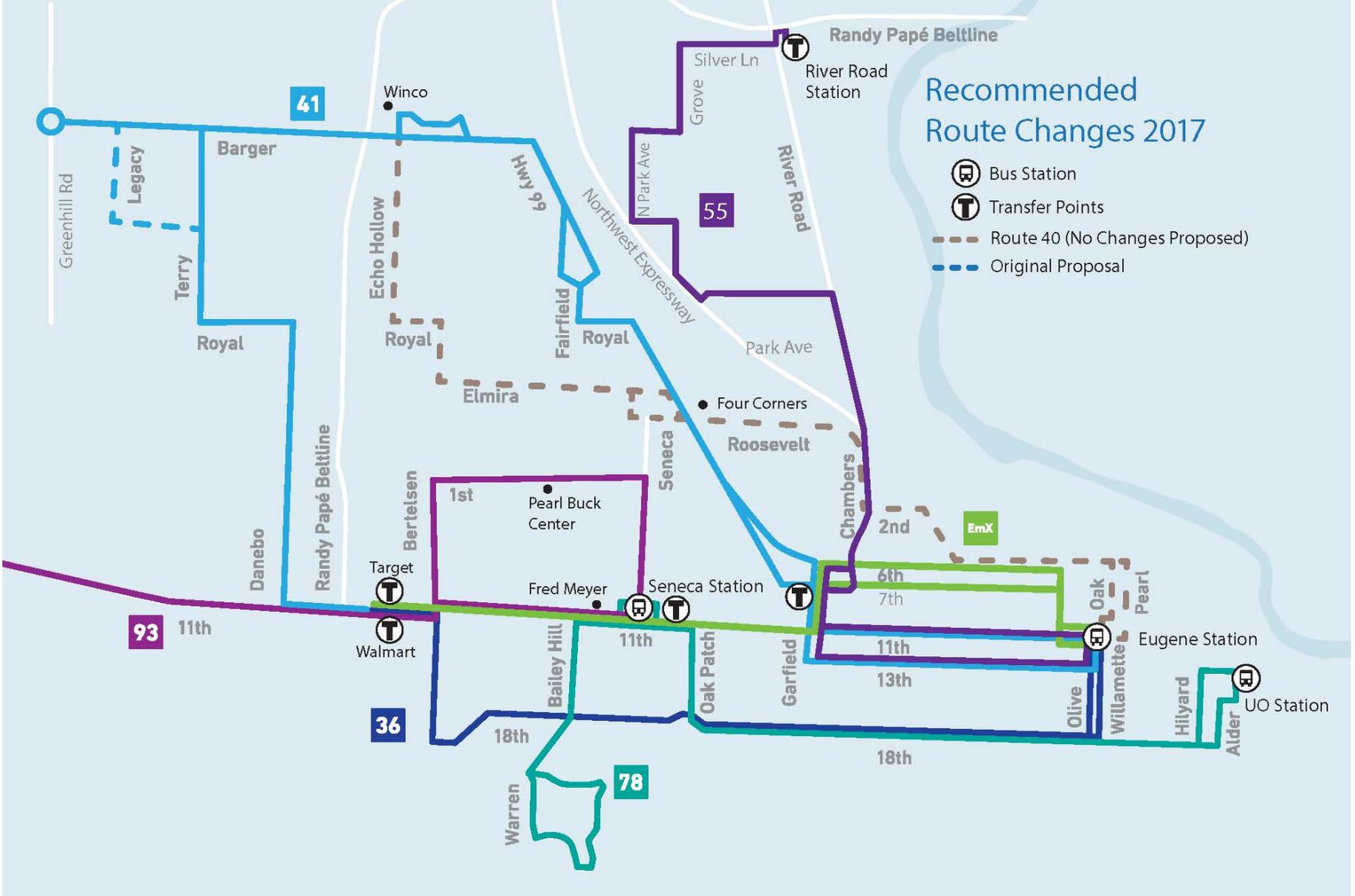
With EmX



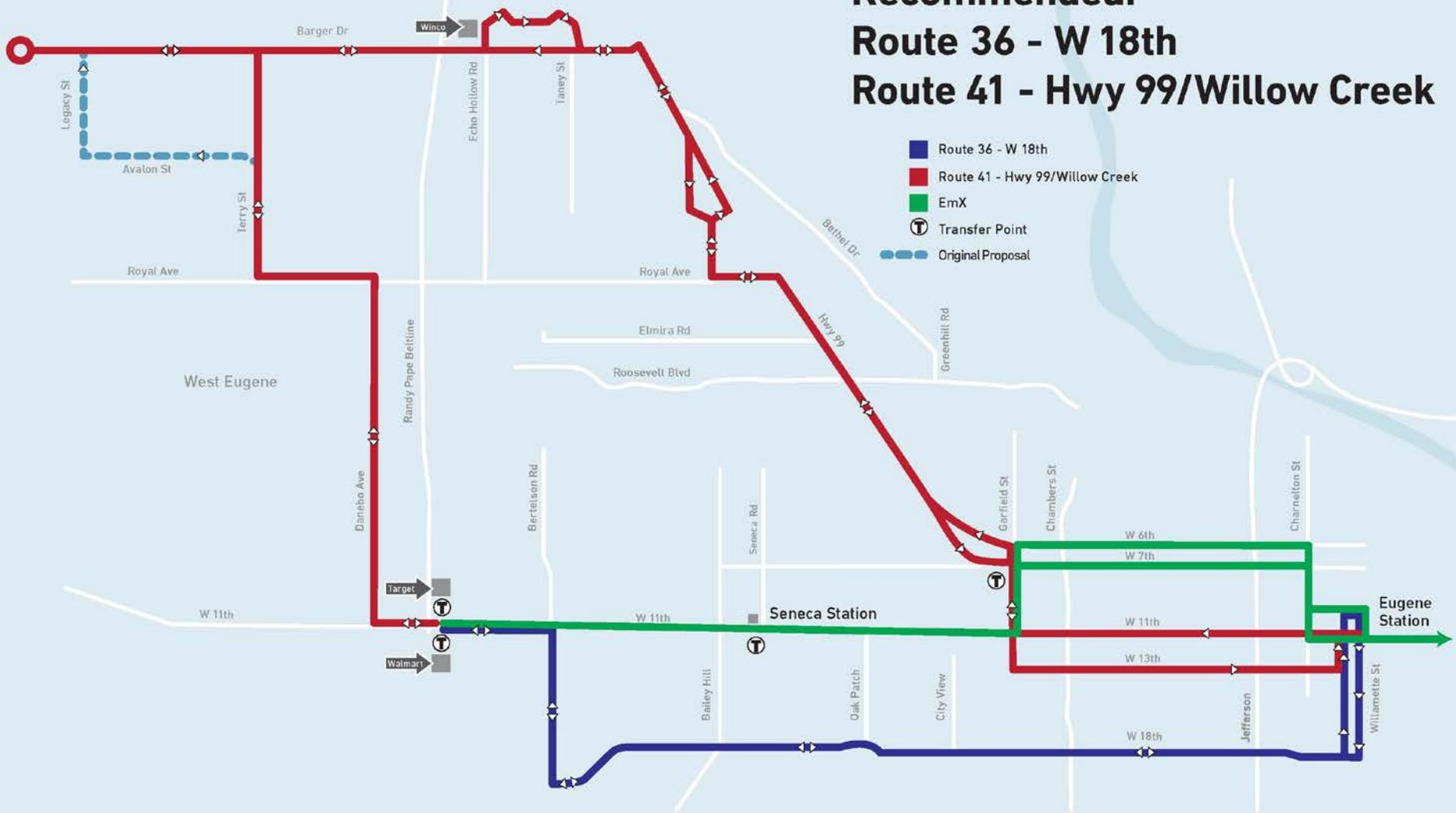
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Recommended Route Changes 2017

-  Bus Station
-  Transfer Points
-  Route 40 (No Changes Proposed)
-  Original Proposal



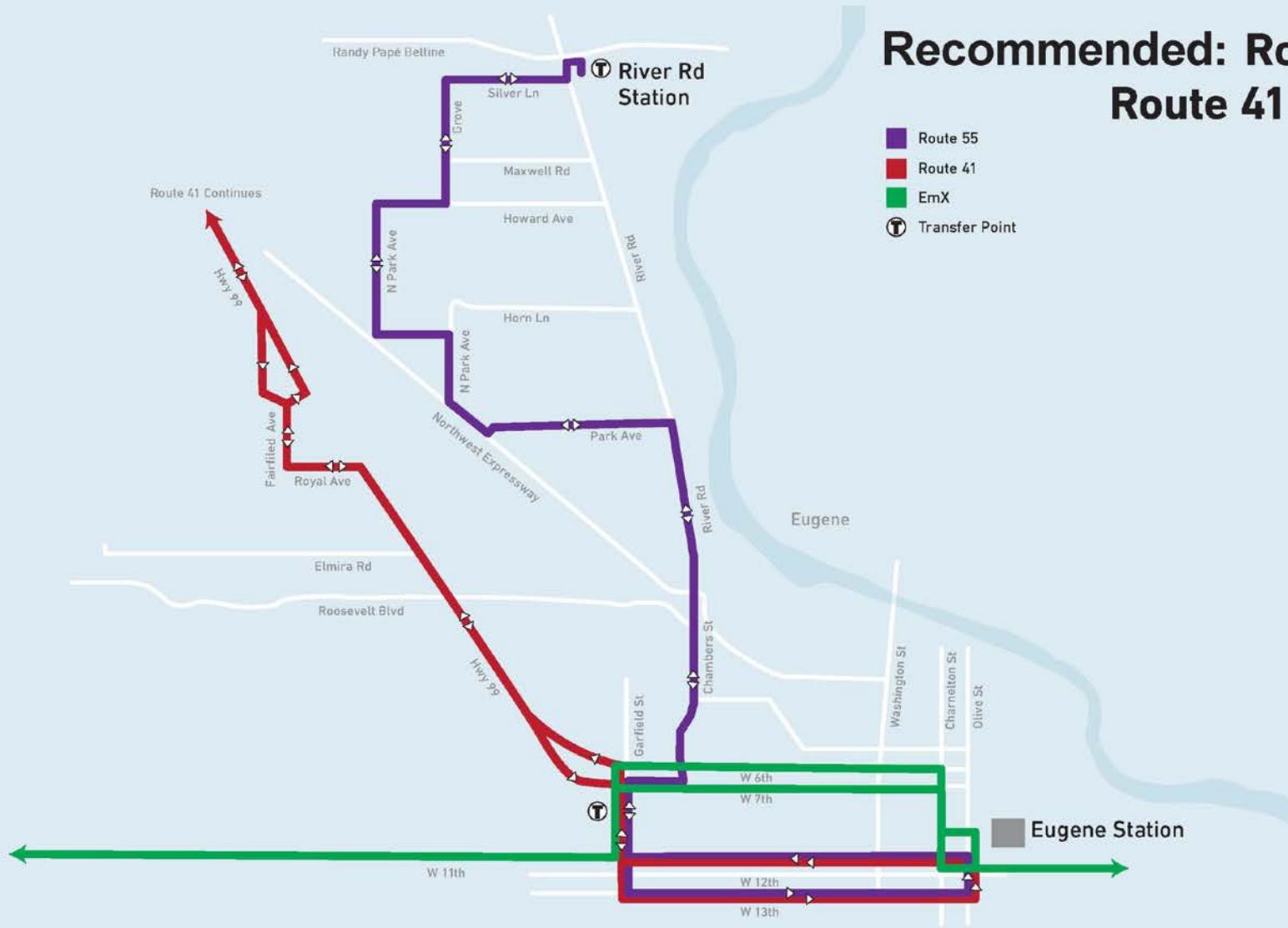
Recommended: Route 36 - W 18th Route 41 - Hwy 99/Willow Creek



Recommended Route 93 - Veneta (Inset)



Recommended: Route 55 Route 41



Recommended Route 78 - UO/Seneca

- Route 78 - UO/Seneca
- EmX
- Transfer Point



Additional Recommended Service Changes

- **Route 28 - Remove last evening trip. Currently provides service from Eugene Station to UO ending at Walnut.**
- **Core routes - 11:45 p.m. weekday trips from Eugene Station would return to outbound service only.**
- **Route 66 - Remove 11:45 p.m. departure due to underutilization. Covered by Route 67.**



2017 Service Review

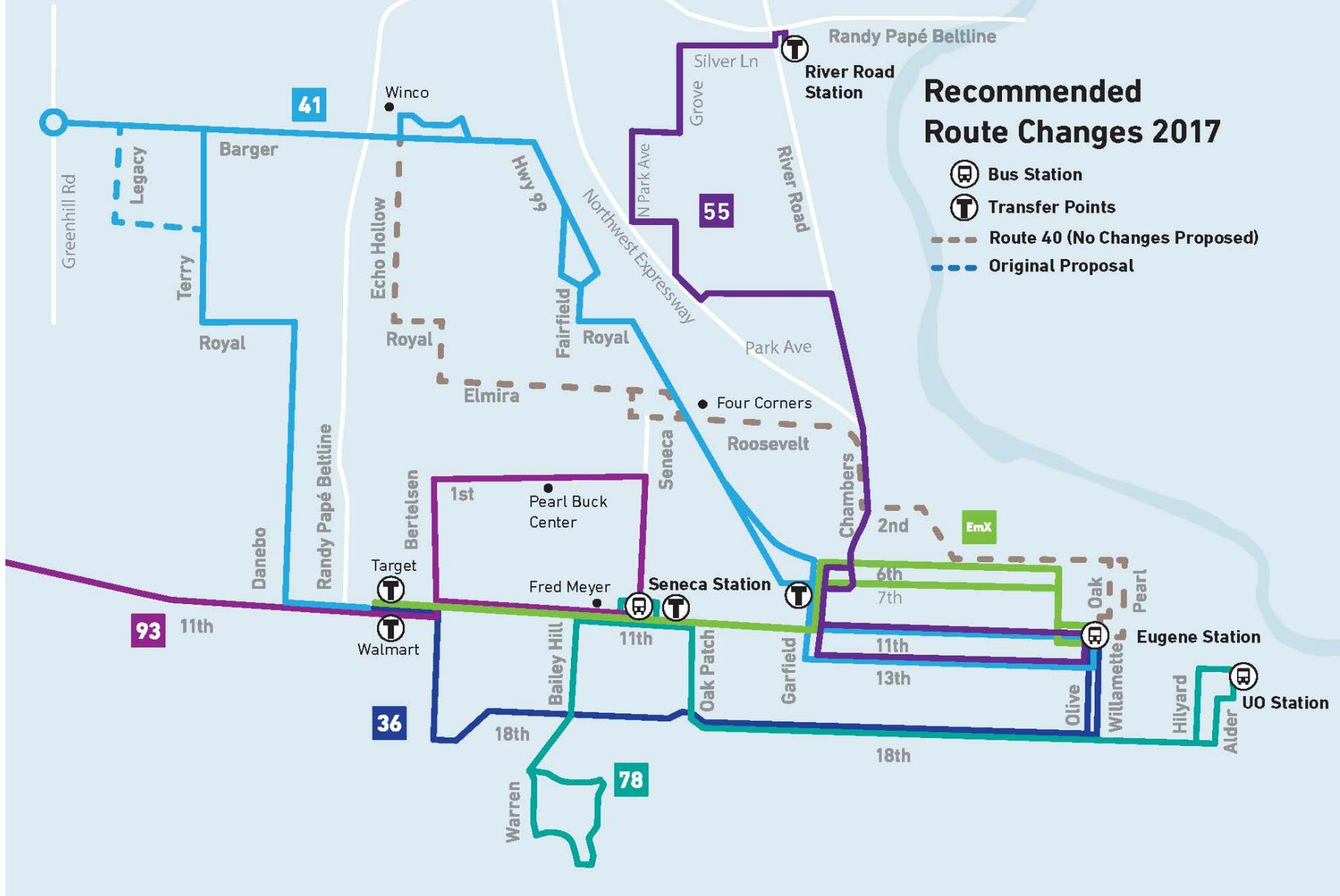
Timeline

- **Proposal Stage** (October – February/March)
 - Internal review
 - Bus Operator outreach
 - Presentations & feedback with community members and local organizations
 - Survey general public
- **Recommendation Stage** (March)
 - Presentation to Board of Directors
 - Public Hearing
- **Adoption Stage** (April)
 - Board Service Committee Approval
 - Board of Director's Approval



Recommended Route Changes 2017

-  Bus Station
-  Transfer Points
-  Route 40 (No Changes Proposed)
-  Original Proposal



LANE TRANSIT DISTRICT



2017 - 2026

Capital Improvements Program

Lane Transit District

CAPITAL IMPROVEMENTS PROGRAM
APRIL 14, 2017

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SECTION 1: CONTEXT FOR LTD'S CAPITAL INVESTMENTS

CAPITAL IMPROVEMENTS FRAMEWORK

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

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

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

The Capital Improvements Program (CIP) is a 10-year framework that provides direction and guidance for LTD's capital investments. Annual revisions of the CIP are developed with input from riders, community partners and the general public. The CIP addresses short-term issues as well as our district's long-term transportation and livability goals.

CAPITAL INVESTMENT PRIORITIES

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

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

¹ Metropolitan Transportation Improvement Program. <http://www.lcog.org/371/Metropolitan-Transportation-Improvement->

The FY 2017-26 CIP totals approximately \$80 million in projects with funding secured or identified and \$130 million in projects with funding not identified. Sections 2 and 3 summarize all CIP projects included in the 10-year program.

CIP DEVELOPMENT AND REVIEW PROCESS

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

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

Development and Review Schedule

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

PROJECT FUNDING DECISIONS

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

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

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

Community Investment projects have three additional criteria that are considered:

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

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

Funding tiers include the following:

Tier I A/B: Full funding identified.

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

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

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

PROJECT CLASSIFICATION

Projects are sorted by the following major classifications:

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

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

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

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

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

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

SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 1 OF 2)

State of Good Repair Projects	Project #	Funding Tier	Funding Source	Estimate	Future Year Projections								Ten Year		
				FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025		FY 2026	
Facilities				190,000	1,345,000	600,000	350,000	100,000	600,000	100,000	-	-	-	3,285,000	
Facilities Assessment	38	Tier I A	General Fund	Secured	-	200,000	-	-	-	-	-	-	-	200,000	
Eugene Station Maintenance	39	Tier I A	5307	Secured	-	250,000	-	-	-	-	-	-	-	250,000	
Eugene Station Maintenance	40	Tier III	Unknown	Unsecured	20,000	20,000	-	-	-	-	-	-	-	-	
Glenwood Facility	42	Tier II	Unknown	Unsecured	100,000	175,000	600,000	-	-	-	-	-	-	875,000	
Glenwood Facility	44	Tier III	Unknown	Unsecured	-	700,000	-	350,000	100,000	600,000	-	-	-	1,750,000	
Corridor Maintenance	50	Tier III	Unknown	Unsecured	70,000	-	-	-	-	100,000	-	-	-	170,000	
Fleet				3,073,000	7,822,508	16,670,000	25,950,000	6,200,000	325,000	27,775,000	7,355,000	350,000	225,000	95,745,508	
Accessible Services Vehicles - Diamond Express	51	Tier I A	5309/5339	Secured	-	420,000	-	-	-	-	-	-	-	420,000	
Accessible Services Vehicle Replacement 2018	52	Tier I A	5310-Enhance	Secured	-	1,129,508	-	-	-	-	-	-	-	1,129,508	
Accessible Services Vehicles - Florence/Yachats Vehicle	53	Tier I A	5311, State Transit Network	Secured	100,000	-	-	-	-	-	-	-	-	100,000	
Non Revenue vehicles	54	Tier I A	5307	Secured	-	200,000	75,000	150,000	75,000	75,000	75,000	105,000	75,000	980,000	
Replacement parts	55	Tier I A	5307	Secured	173,000	1,138,000	225,000	200,000	300,000	150,000	150,000	150,000	50,000	2,786,000	
Replacement parts	59	Tier III	-	Unsecured	-	345,000	50,000	-	-	-	-	-	-	395,000	
Spare parts for vehicles	60	Tier I A	5307	Secured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	75,000	50,000	525,000	
Revenue Vehicles	64	Tier I A	5309/5339	Secured	2,500,000	4,200,000	16,200,000	25,500,000	5,725,000	-	27,450,000	7,000,000	-	88,575,000	
Miscellaneous	68/69	Tier II/Tier III	Unknown	Unsecured	250,000	340,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	1,010,000	
Safety & Security				321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000	6,291,098	
Security System upgrades	70	Tier III	5307	Secured	321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000	6,941,098
Technology Infrastructure & Systems				1,384,149	997,597	833,500	1,140,000	1,378,000	6,759,500	376,500	323,500	140,500	39,500	13,372,746	
Hardware	72	Tier I A	5307	Secured	1,088,649	197,397	-	-	-	-	-	-	-	1,286,046	
Software	74	Tier I A	5307	Secured	200,000	200,000	200,000	220,000	220,000	220,000	220,000	-	-	1,480,000	
Hardware	75	Tier II	Unknown	Unsecured	20,000	295,000	-	50,000	-	-	150,000	-	50,000	715,000	
CAD, AVL, APC, APN System Replacement	80	Tier III	Unknown	Unsecured	-	-	-	100,000	50,000	6,500,000	-	-	-	6,650,000	
Electronic Digital Signage	81	Tier III	Unknown	Unsecured	37,500	-	544,000	469,000	1,038,000	-	-	-	-	2,088,500	
Mobile radios for voice/data communications	86	Tier III	Unknown	Unsecured	-	77,700	-	-	-	-	-	84,000	-	161,700	
ITS Mobile Communications Infrastructure	87	Tier III	Unknown	Unsecured	-	164,000	1,500	263,000	1,500	1,500	1,500	272,000	1,500	708,000	
ITS Upgrades	84	Tier III	Unknown	Unsecured	38,000	18,500	38,000	38,000	18,500	38,000	5,000	51,500	5,000	288,500	
Miscellaneous Upgrades	82	Tier III	Unknown	Unsecured	-	45,000	50,000	-	50,000	-	-	-	-	145,000	

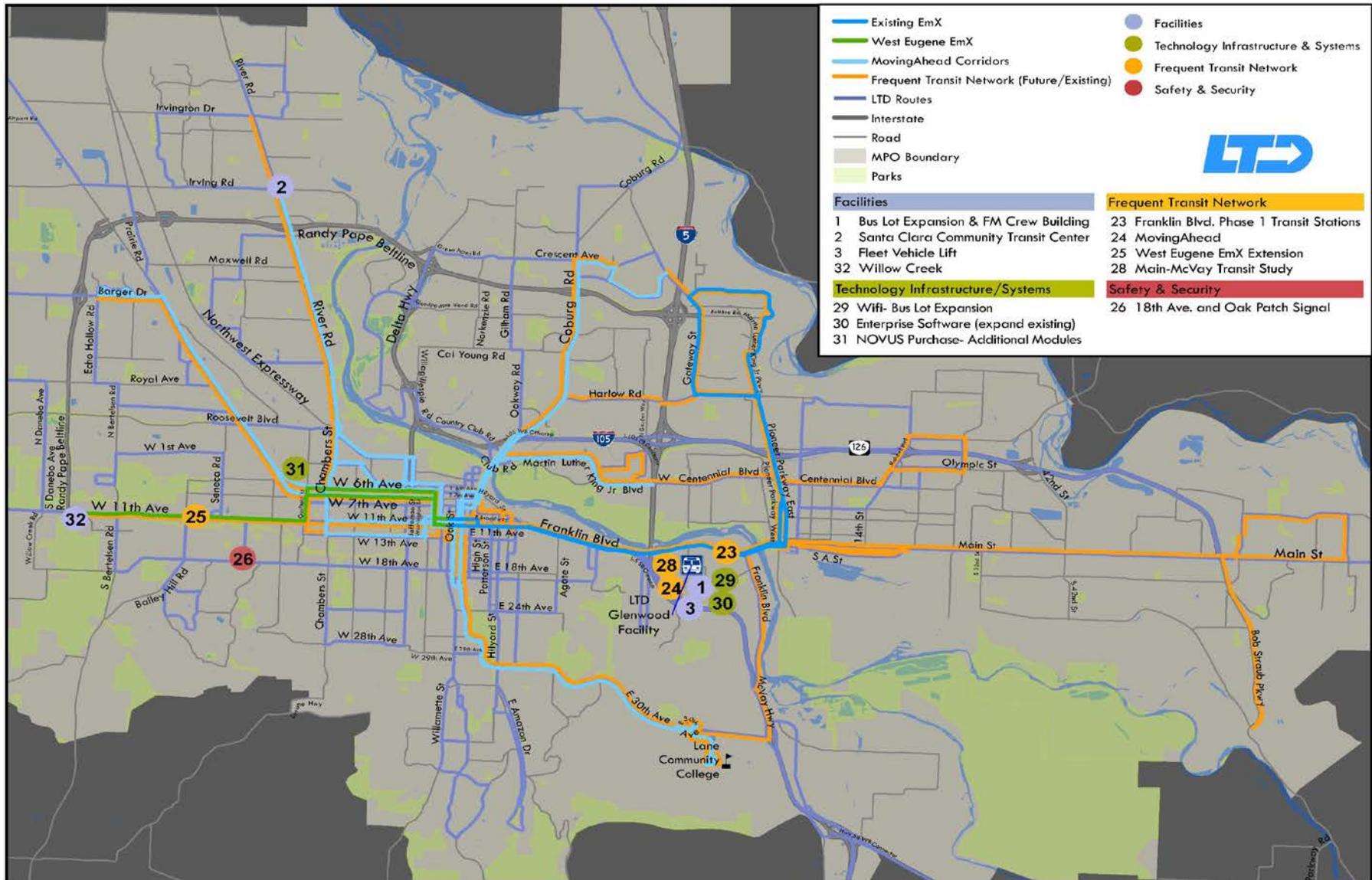
NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+

SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 2 OF 2)

Community Investment Projects	Project #	Funding Tier	Funding Source		Estimate	Future Year Projections									
					FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Facilities															
Santa Clara Community Transit Center	2	Tier I A	ConnectOregon	Secured	1,848,500	5,450,375	8,452,250	2,404,125	7,606,125	2,733,370	2,810,705	613,130	1,115,655	2,617,000	35,771,235
Eugene Station Improvements	4	Tier II	Unknown	Unsecured	750,000	2,000,000	6,350,000	600,000	-	-	-	-	-	-	9,700,000
Fleet Building - Glenwood	3	Tier I A/B	5307 & General Fund	Secured	-	175,000	-	-	-	-	-	-	-	-	175,000
Fleet Building - Glenwood	1	Tier III	Unknown	Unsecured	1,000,000	2,600,000	-	-	-	-	-	-	-	-	3,600,000
Passenger Boarding Improvements	6	Tier III	Unknown	Unsecured	-	575,000	2,000,000	1,600,000	7,500,000	1,875,000	200,000	-	1,000,000	2,500,000	17,250,000
Accessible Services Campus Improvements	16	Tier III	Unknown	Unsecured	48,500	50,375	52,250	54,125	56,125	308,370	60,705	63,130	65,655	67,000	896,235
Miscellaneous Improvements	11	Tier III	Unknown	Unsecured	-	-	-	100,000	-	500,000	2,500,000	500,000	-	-	3,500,000
Miscellaneous Improvements	12	Tier I A	General Fund	Unsecured	-	-	-	-	-	-	-	-	-	-	100,000
Miscellaneous Improvements	12	Tier I A	General Fund	Unsecured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	550,000
Fleet															
Accessible Services Vehicle Replacement	22	Tier I/Tier II	5310/Unknown	Secured/Unsecured	-	920,000	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	8,019,000
Frequent Transit Network															
Franklin Boulevard Phase 1 Transit Stations	23	Tier I A	ConnectOregon	Secured	31,595,000	8,000,000	400,000	-	-	-	-	-	-	-	39,995,000
MovingAhead	24	Tier I A	5307/STIP Enhanced ConnectOregon, 5309, 5307	Secured	20,000	500,000	400,000	-	-	-	-	-	-	-	920,000
West Eugene EmX Extension	25	Tier I A	5307	Secured	1,250,000	1,500,000	-	-	-	-	-	-	-	-	2,750,000
Willow Creek	38	Tier I A	5307	Secured	29,400,000	4,600,000	-	-	-	-	-	-	-	-	34,000,000
Main-McVay	28	Tier I A	5339/5309	Secured	600,000	1,400,000	-	-	-	-	-	-	-	-	2,000,000
Public Safety patrol vehicle	27	Tier II	Unknown	Unsecured	325,000	-	-	-	-	-	-	-	-	-	325,000
Safety & Security															
18th & Oak Patch Traffic Signal	26	Tier I A	General Fund	Secured	-	225,000	40,000	-	-	-	-	-	-	-	265,000
Public Safety patrol vehicle	27	Tier II	Unknown	Unsecured	-	-	40,000	-	-	-	-	-	-	-	225,000
Technology Infrastructure & Systems															
Glenwood and Ridesource Bus yard Wifi	29	Tier I A	5307-2016-17	Secured	1,119,000	2,629,000	1,705,150	152,000	202,000	202,000	152,000	152,000	1,266,550	60,000	7,699,700
Software	30	Tier I A	5309 VTCLI & General Fund	Secured	40,000	-	-	-	50,000	-	-	-	-	-	90,000
Software	33	Tier II	Unknown	Unsecured	200,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	800,000
Software	36	Tier III	Unknown	Unsecured	592,000	902,000	92,000	92,000	92,000	92,000	92,000	92,000	92,000	-	2,138,000
Storage Expansion	32	Tier II	Unknown	Unsecured	167,000	167,000	-	-	-	-	-	-	-	-	334,000
Fare Management System	37	Tier III	Unknown	Unsecured	120,000	50,000	-	-	-	50,000	-	-	-	-	220,000
Fare Management System	37	Tier III	Unknown	Unsecured	-	1,450,000	1,553,150	-	-	-	-	-	1,114,550	-	4,117,700

NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+

SECTION 3: CAPITAL IMPROVEMENTS PROGRAM MAP



Note: This map is illustrative and should be used for reference only. The map depicts approximate locations of existing and proposed transportation facilities as of the date of this plan. Many LTD capital projects are not site specific and are, therefore, not referenced in this map. For descriptions of these projects, refer to Appendix C. Alignments are subject to change when project-level planning is undertaken. March 2017



SECTION 4: FUNDING SUMMARY

Funding Source	Funding Tier	Estimate	Future Year Projections									Ten Year Total	
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026		
Federal		\$29,021,055	\$12,273,102	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,294,157
5307 Urbanized Area Formula Program/5339 Bus and Bus Facilities Program	I	2,108,128	8,135,536	0	0	0	0	0	0	0	0	0	10,243,664
5309 Bus & Bus Facilities Program and 5339	I	2,020,177	116,200	0	0	0	0	0	0	0	0	0	2,136,377
5309 Small Starts	I	24,803,020	0	0	0	0	0	0	0	0	0	0	24,803,020
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	I	0	548,710	0	0	0	0	0	0	0	0	0	548,710
5311	I	89,730	0	0	0	0	0	0	0	0	0	0	89,730
5337 and 5339 Formual funds and Federal Highway funds	I	0	3,472,656	0	0	0	0	0	0	0	0	0	3,472,656
State		\$2,111,973	\$2,750,000	\$28,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,890,273
ConnectOregon V		20,000	500,000	28,300	0	0	0	0	0	0	0	0	548,300
ConnectOregon VI	I	750,000	2,250,000	0	0	0	0	0	0	0	0	0	3,000,000
State Lottery Funds	I	1,341,973	0	0	0	0	0	0	0	0	0	0	1,341,973
Local		\$5,662,499	\$4,074,650	\$18,096,700	\$650,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$28,783,849
Lane Transit District	I	5,662,499	4,074,650	18,096,700	650,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	28,783,849
Unidentified		\$2,735,563	\$8,738,463	\$12,963,713	\$30,935,184	\$16,881,185	\$11,814,833	\$33,503,136	\$9,959,092	\$4,245,339	\$3,519,500	\$135,296,008	
Unidentified	III	2,735,563	8,738,463	12,963,713	30,935,184	16,881,185	11,814,833	33,503,136	9,959,092	4,245,339	3,519,500	135,296,008	
Funding Total		\$39,531,090	\$27,836,215	\$31,088,713	\$31,585,184	\$16,931,185	\$11,864,833	\$33,553,136	\$10,009,092	\$4,295,339	\$3,569,500	\$210,264,287	

SECTION 5: APPENDICES

APPENDIX A: GUIDING DOCUMENTS

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

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

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

STATE

Oregon Transportation Plan

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

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

Statewide Transportation Strategy

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

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

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

Statewide Transportation Improvement Program

The Statewide Transportation Improvement Program (STIP) is Oregon's four-year transportation capital improvements program. It is the document that identifies the funding for, and scheduling of, transportation projects and programs. It includes projects on the federal, state, city, and county transportation systems, multimodal projects (highway, passenger rail, freight, public transit, bicycle and pedestrian), and projects in the National Parks, National Forests, and Indian tribal lands.⁴

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

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

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

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

Transportation Planning Rule

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

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

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

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

LOCAL

TransPlan

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

Regional Transportation Plan

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

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

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

Regional Transportation System Plan

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

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

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

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

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

Metropolitan Transportation Improvement Program

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

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

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

Unified Planning Work Program

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

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

Transportation System Plans

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

These planning initiatives closely consider public input and local, regional, and state policies, plans and rules; including the Eugene Bike and Pedestrian Plan⁹, Oregon Highway Plan, the Regional Transportation System Plan (RTSP), and the Eugene-Springfield Metropolitan Area General Plan (Metro Plan).¹⁰ Once both TSPs are adopted, these plans will inform the RTSP being prepared by Lane Council of Governments (LCOG).¹¹

City of Eugene TSP:

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

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

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

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

¹¹ Ibid.

City of Springfield TSP:

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

Capital Improvement Program(s)

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

City of Eugene CIP:

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

City of Springfield CIP:

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

Lane County CIP:

<https://www.lanecounty.org/cms/one.aspx?portalId=3585881&pageId=4213801>

INTERNAL

The Lane Coordinated Public Transit-Human Services Transportation Plan

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

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

Long-Term Planning

Lane Transit District is always looking ahead and planning to meet the transportation needs of the communities that it serves. Long-Term projects are those that are looking ahead to what the community needs to improve their transportation needs. Use the link below to learn more.

<https://www.ltd.org/projects/>

Long-Term Planning

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

System Safety Program Plan

The System Safety Program Plan (SSPP) serves as a guideline for the establishment of technical and managerial safety strategies to identify, assess, prevent, and control hazards to transit customers, employees, the public,

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

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

and others who may come into contact with the system. This SSPP describes the policies, procedures, and requirements to be followed by management, maintenance, and operations personnel in order to create a safe environment. This plan is currently under revision.

Point2point Strategic Plan

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

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

APPENDIX B: FUNDING SOURCES

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

FEDERAL FUNDING PROGRAMS

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

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

Moving Ahead for Progress in the 21st Century Act

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

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

Programs under MAP-21:

- **Surface Transportation Program**

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

A sub-program, Surface Transportation Program – Urban (STP-U) appropriates funds for Metropolitan Planning Organizations (MPO) of more than 200,000. These funds are allocated by the Central Lane MPO and must be matched with local or other non-federal funds at a minimum ratio of 10.27 percent of the total funding. Current estimates indicate that the Central Lane MPO can anticipate approximately \$3 million per year. The overall purpose is to fund the MPO's priorities to implement the long-range Regional Transportation Plan (RTP). STP and STP-U funding is federal funding with local discretion, and may be permitted for use as flex funds for Federal Transit Administration-related projects.¹⁶

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

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

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

- **FTA Section 5307 Funds**

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

- **5307 URBANIZED AREA FORMULA FUNDS:** Section 5307 Urbanized Area Formula Funds makes funds available to urbanized areas and to states for transit capital and operating assistance in urbanized areas, and for transportation-related planning. Eligible activities include planning, engineering design and evaluation of transit projects, capital investments in bus and bus-related activities, and capital investments in new and existing fixed-guideway systems.¹⁸

- **FTA Section 5309 Funds**

Section 5309 funds are available for transit capital improvements. Funds are administered by the FTA regional office and are granted on a project-by-project basis. Lane Transit District (LTD) anticipates receiving some Section 5309 funds during the next five years. Should these funds be available, they will be used to finance one-time capital improvements. The funding ratio for these funds is 80 percent federal and 20 percent local.¹⁹

- **5309 BUS AND BUS FACILITIES:** Section 5309 Bus and Bus Facilities provides capital assistance for three primary activities: (1) new and replacement buses and facilities, (2) modernization of existing rail systems, and (3) new fixed-guideway systems.²⁰
- **5309 SMALL STARTS:** Section 5309 Small Starts Program provides grant funds for capital costs associated with new fixed- and non-fixed (e.g., bus rapid transit) guideway systems, extensions, and bus corridor improvements. Requests must be for under \$75 million in Small Starts funds, and total project costs must be under \$250 million.²¹

- **FTA Section 5310**

5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES: Section 5310 provides funding to enhance the mobility of seniors and persons with disabilities. The funds are allocated to ODOT for all areas under 200,000 in population and to Lane Transit District as a direct recipient for the Eugene-Springfield Urbanized Area. The funds may go to private, nonprofit organizations or to public bodies that coordinate service. ODOT is currently recommending an allocation formula based on operating miles and population. The Oregon Transportation Commission (OTC) will make a decision on the allocation formula for the funds to be distributed for all areas under 200,000 in population when it adopts the transit section of the ODOT Transportation Improvement Program (STIP).²²

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

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

¹⁹ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

²⁰ Federal Transit Administration, "Bus and Bus Facilities (5309, 5318)," http://www.fta.dot.gov/grants/13094_3557.html.

²¹ Federal Transit Administration, "Capital Investment Program: New Starts, Small Starts and Core Capacity Improvement Projects," <http://www.fta.dot.gov/12304.html>.

²² Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

- **FTA Section 5339**

5339 BUS AND BUS FACILITIES FORMULA: Section 5339 Bus and Bus Facilities Formula, is a fairly new MAP-21 program providing capital funding to replace, rehabilitate and purchase buses and related equipment, and to construct bus-related facilities.²³

STATE FUNDING PROGRAMS

Statewide Transportation Improvement Program—Enhance

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

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

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

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

Oregon State Lottery Funds

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

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

²³ Federal Transit Administration, "MAP-21," https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/MAP-21_Fact_Sheet_-_Bus_and_Bus_Facilities_0.pdf.

²⁴ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

APPENDIX C: PROJECT DESCRIPTIONS

Frequent Transit Network	
Franklin Boulevard Phase 1 Transit Stations (2)	Funding Tier(s): I
The City of Springfield is currently planning to redevelop Franklin Boulevard from Interstate 5 to Old Franklin Road. This project is for the redevelopment of EmX service within this project area.	
Main-McVay Transit Study	Funding Tier(s): I
A feasibility study is currently being performed along Main Street to Thurston in Springfield and from Springfield Station to Lane Community College. If a need is identified, a Locally Preferred Alternative (LPA) will be selected. After the selection of the LPA, this project would include environmental work required by the National Environmental Policy Act (NEPA), design, and construction of improvements along the corridor. Design and construction will occur only after NEPA approval by the Federal Transit Administration (FTA).	
MovingAhead Project	Funding Tier(s): I
MovingAhead is a cooperative effort of the City of Eugene, Lane Transit District, and regional partners in the community to determine what improvements are needed on some of our most important transportation corridors. This effort will be carried out through multiple phases over the next several years. The first phase of effort will lead to the identification of up to four priority corridors, which would then undergo further development work leading to capital investments related to the transit system as well as other modes of travel.	
West Eugene EmX Extension	Funding Tier(s): I
Design, engineering, construction, and the purchase of vehicles for the West Eugene EmX Extension. This extension of the EmX Green Line from the Eugene Station to West 11 th Avenue west of Commerce Street is scheduled to open for service in 2017.	
Fleet	
Accessible Services Vehicles	Funding Tier(s): I & II
The purchase of replacement and expansion vehicles for the provision of accessible services such as the American with Disabilities Act complementary paratransit service.	
Non-Revenue Vehicles	Funding Tier(s): I
The purchase of vehicles used to support operations including vehicles used for operations supervision, facilities services, and other operations and administrative requirements.	
Replacement Parts	Funding Tier(s): I & III
The purchase of replacement vehicle parts that are failing and/or unreliable as they have reached the end of their useful lives. Failure to replace may create unsafe conditions and/or cause disruptions in service.	

Spare Parts for vehicles	Funding Tier(s): I
The purchase of critical spare parts that avoid downtime and disruption to service	

Revenue Vehicles	Funding Tier(s): I
A number of LTD buses are approaching seventeen years of age and have become more costly to maintain. This funds the purchase of fixed-route replacement buses.	

Miscellaneous Equipment	Funding Tier(s): II & III
The purchase of miscellaneous equipment required for the administration/operation of transportation services including shop equipment to service vehicles to keep them in good repair and equipment to increase safety and bus maintenance efficiency.	

Facilities	
Facilities Assessment	Funding Tier(s): I
Federal Transit Asset Management (TAM) requirement. Assessment will allow better prediction of corrective maintenance needs and equipment replacement timing in order to keep the facilities functional.	

Santa Clara Community Transit Center	Funding Tier(s): I
Construct new station near Hunsaker and River Road including a Park & Ride. New facility will accommodate both regular and EmX service, reducing operational delays and improving the customer experience.	

Eugene Station Maintenance and Improvements	Funding Tier(s): I, II, III
Improvements and maintenance at the Eugene Station located at 11 th Avenue and Willamette Street in downtown Eugene. Improvements will make the station easier for riders who are sight impaired to navigate the station. Maintenance is to keep the station functional, more energy efficient, and in a state of good repair.	

Glenwood Facility Maintenance and Improvements	Funding Tier(s): I, II, III
Improvements and maintenance at the Glenwood Facility, which includes Fleet and Administration/Operations. Improvements include expanding the capacity of the bus lot and facility, upgrading infrastructure to accommodate changing fleet types and technologies, and updating infrastructure to improve efficiencies. Maintenance is to keep the building functional and in a state of good repair. Improvements include upgraded bus gates and facility doors.	

Corridor Maintenance	Funding Tier(s): III
Replace the road from the Riverbend/North Springfield hospital to Deadmond Ferry road, which has been deteriorating.	

Passenger Boarding Improvements	Funding Tier(s): III
Add covered passenger waiting areas at the local community college and improve amenities and support infrastructure at passenger boarding areas.	

Accessible Services Campus Improvements	Funding Tier(s): III
Add additional parking for buses and employees. Increase building capacity.	

Technology Infrastructure and Systems	
Glenwood & RideSource Bus Yard Wi-Fi	Funding Tier(s): I
Add infrastructure to allow Wi-Fi coverage in the bus yard for both the Glenwood and RideSource facilities.	

Software	Funding Tier(s): I, II, III
Purchase and installation of computer software for data center functions (operating systems, database systems, diagnostic, management and monitoring systems, IT security systems), enterprise-grade solutions related to business and service delivery functions (financial management, human resources management, service planning/scheduling management, operations work assignments management, computer-assisted dispatching, fleet maintenance management, facilities maintenance management, facilities systems management, facility and vehicle security management, operational data collection), office productivity solutions (word processing, spreadsheets, presentations, voice, video- and text-based communications, contact management, data analysis tools, reporting tools), GIS data management tools, TransitMaster vehicle upgrades, and other software that supports the delivery of transportation services.	

Storage Expansion	Funding Tier(s): II
Add additional storage to keep up with the business demand.	

Fare Management System	Funding Tier(s): III
Purchase and installation of a fare management system to implement advances in fare media and payment collection. The intent of implementing a fare management system is to simplify the purchase, verification, and accounting system.	

Hardware	Funding Tier(s): I
Replace copiers, storage, network equipment, and other failing hardware needed to meet business functions.	

CAD, AVL, APC, APN System Replacement	Funding Tier(s): III
Replace the system providing computer-aided dispatch (CAD), automated vehicle location (AVL), automated passenger counting (APC), automated passenger notifications (APN), and driver navigation, which is due for replacement in 2022.	

Electronic Digital Signage	Funding Tier(s): III
Purchase electronic display devices to improve communication of service information to customers at station platforms and bus stops. Reduce the need to manually produce and distribute printed service information materials.	

Mobile Radios for Voice/Data Communications	Funding Tier(s): III
The purchase and installation of digital radios to support voice communications in LTD vehicles.	

ITS Mobile Communications Infrastructure	Funding Tier(s): III
Replace end of life mobile communications to provide reliable voice/data communications for vehicles and voice communications for handheld units with fixed-base systems.	

ITS Upgrade	Funding Tier(s): III
Purchase and installation of Intelligent Transportation System (ITS) software and equipment. ITS systems include automated vehicle location/automatic passenger counting system, traveler information, and fare management systems.	

Miscellaneous Upgrades	Funding Tier(s): I
The purchase and installation of miscellaneous equipment required for the administration/operation of transportation services.	

Safety and Security	
18 th & Oak Patch Traffic Signal	Funding Tier(s): I
Construct new traffic signal at 18 th Avenue and Oak Patch Road in Eugene to enable service in the area to safely make left turns from Oak Patch to 18 th Avenue. Facilitates increased service to areas north and south of 18 th Avenue	

Public Safety Patrol Vehicle	Funding Tier(s): II
The purchase of one additional patrol vehicle to support the West Eugene service redesign.	

Security System Upgrades	Funding Tier(s): III
The upgrade of security fixed-base video/audio surveillance and access control systems on buses and at LTD facilities.	

FY18 Budget, LRFP, CIP



April 19, 2017

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FY18 Budget, LRFP, and CIP Timeline

Monday, April 17:

- CIP and LRFP posted for public comment
- Budget Committee review of CIP and LRFP

Wednesday, April 19:

- Public hearing on CIP and LRFP

May:

- FY18 Budget published for public comment
- Feedback incorporated into FY18 Budget, LRFP, and CIP; 3 documents aligned

May 16:

- Budget Committee review of FY18 Budget

May 17:

- Final Board approval of FY18 Budget, LRFP, and CIP



CIP



April 19, 2017

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CIP Process

- Review list of projects from last CIP
 - Removed projects completed
 - Added new projects
- Prioritized all projects:
 - Tier I - Highest priority projects, which are fully funded
 - Tier II - High priority projects contingent upon available resources
 - Tier III - Project where a need exists, if funding source identified; may become to Tier I or II.
- Identified funding sources and match requirements
- Classified projects:
 - State of Good Repair
 - Community Investment
- Second-level project classification:
 - Frequent Transit Network- Infrastructure that increases capacity along major transit corridors
 - Fleet - Vehicles and equipment
 - Facilities - Investment in our administrative facilities
 - Technology infrastructure and support systems - Hardware and software projects
 - Safety and security



State of Good Repair

State of Good Repair Projects	Project #	Funding Tier	Funding Source	Estimate	Future Year Projections									
					FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Facilities				190,000	1,345,000	600,000	350,000	100,000	600,000	100,000	-	-	-	3,285,000
Facilities Assessment	38	Tier IA	General Fund	Secured	-	200,000	-	-	-	-	-	-	-	200,000
Eugene Station Maintenance	39	Tier IA	5307	Secured	-	250,000	-	-	-	-	-	-	-	250,000
Eugene Station Maintenance	40	Tier III	Unknown	Unsecured	20,000	20,000	-	-	-	-	-	-	-	-
Glenwood Facility	42	Tier II	Unknown	Unsecured	100,000	175,000	600,000	-	-	-	-	-	-	875,000
Glenwood Facility	44	Tier III	Unknown	Unsecured	-	700,000	-	350,000	100,000	600,000	-	-	-	1,750,000
Corridor Maintenance	50	Tier III	Unknown	Unsecured	70,000	-	-	-	-	100,000	-	-	-	170,000
Fleet				3,073,000	7,822,508	16,670,000	25,950,000	6,200,000	325,000	27,775,000	7,355,000	350,000	225,000	95,745,508
Accessible Services Vehicles - Diamond Express	51	Tier IA	5309/5339	Secured	-	420,000	-	-	-	-	-	-	-	420,000
Accessible Services Vehicle Replacement 2018	52	Tier IA	5310-Enhance	Secured	-	1,129,508	-	-	-	-	-	-	-	1,129,508
Accessible Services Vehicles - Florence/Yachats Vehicle	53	Tier IA	5311, State Transit Network	Secured	100,000	-	-	-	-	-	-	-	-	100,000
Non Revenue vehicles	54	Tier IA	5307	Secured	-	200,000	75,000	150,000	75,000	75,000	75,000	105,000	75,000	980,000
Replacement parts	55	Tier IA	5307	Secured	173,000	1,138,000	225,000	200,000	300,000	150,000	150,000	150,000	50,000	2,786,000
Replacement parts	59	Tier III	-	Unsecured	-	345,000	50,000	-	-	-	-	-	-	395,000
Spare parts for vehicles	60	Tier IA	5307	Secured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	75,000	50,000	525,000
Revenue Vehicles	64	Tier IA	5309/5339	Secured	2,500,000	4,200,000	16,200,000	25,500,000	5,725,000	-	27,450,000	7,000,000	-	88,575,000
Miscellaneous	68/69	Tier II/Tier III	Unknown	Unsecured	250,000	340,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	1,010,000
Safety & Security				321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000	6,291,098
Security System upgrades	70	Tier III	5307	Secured	321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000
Technology Infrastructure & Systems				1,384,149	997,597	833,500	1,140,000	1,378,000	6,759,500	376,500	323,500	140,500	39,500	13,372,746
Hardware	72	Tier IA	5307	Secured	1,088,649	197,397	-	-	-	-	-	-	-	1,286,046
Software	74	Tier IA	5307	Secured	200,000	200,000	200,000	220,000	220,000	220,000	220,000	-	-	1,480,000
Hardware	75	Tier II	Unknown	Unsecured	20,000	295,000	-	50,000	-	-	150,000	-	50,000	715,000
CAD, AVL, APC, APN System Replacement	80	Tier III	Unknown	Unsecured	-	-	-	100,000	50,000	6,500,000	-	-	-	6,650,000
Electronic Digital Signage	81	Tier III	Unknown	Unsecured	37,500	-	544,000	469,000	1,038,000	-	-	-	-	2,088,500
Mobile radios for voice/data communications	86	Tier III	Unknown	Unsecured	-	77,700	-	-	-	-	-	84,000	-	161,700
ITS Mobile Communications Infrastructure	87	Tier III	Unknown	Unsecured	-	164,000	1,500	263,000	1,500	1,500	1,500	272,000	1,500	708,000
ITS Upgrades	84	Tier III	Unknown	Unsecured	38,000	18,500	38,000	38,000	18,500	38,000	5,000	51,500	5,000	288,500
Miscellaneous Upgrades	82	Tier III	Unknown	Unsecured	-	45,000	50,000	-	50,000	-	-	-	-	145,000

NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+



Community Investments

Community Investment Projects	Project #	Funding Tier	Funding Source		Estimate	Future Year Projections									
					FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Facilities					1,848,500	5,450,375	8,452,250	2,404,125	7,606,125	2,733,370	2,810,705	613,130	1,115,655	2,617,000	35,771,235
Santa Clara Community Transit Center	2	Tier I A	ConnectOregon	Secured	750,000	2,000,000	6,350,000	600,000	-	-	-	-	-	-	9,700,000
Eugene Station Improvements	4	Tier II	Unknown	Unsecured	-	175,000	-	-	-	-	-	-	-	-	175,000
Fleet Building - Glenwood	3	Tier I A/B	5307 & General Fund	Secured	1,000,000	2,600,000	-	-	-	-	-	-	-	-	3,600,000
Fleet Building - Glenwood	1	Tier III	Unknown	Unsecured	-	575,000	2,000,000	1,600,000	7,500,000	1,875,000	200,000	-	1,000,000	2,500,000	17,250,000
Passenger Boarding Improvements	6	Tier III	Unknown	Unsecured	48,500	50,375	52,250	54,125	56,125	308,370	60,705	63,130	65,655	67,000	896,235
Accessible Services Campus Improvements	16	Tier III	Unknown	Unsecured	-	-	-	-	-	500,000	2,500,000	500,000	-	-	3,500,000
Miscellaneous Improvements	11	Tier III	Unknown	Unsecured	-	-	-	100,000	-	-	-	-	-	-	100,000
Miscellaneous Improvements	12	Tier I A	General Fund	Unsecured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	550,000
Fleet					-	920,000	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	8,019,000
Accessible Services Vehicle Replacement	22	Tier I/Tier II	5310/Unknown	Secured/Unsecured	-	920,000	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	8,019,000
Frequent Transit Network					31,595,000	8,000,000	400,000	-	-	-	-	-	-	-	39,995,000
Franklin Boulevard Phase 1 Transit Stations	23	Tier I A	ConnectOregon	Secured	20,000	500,000	400,000	-	-	-	-	-	-	-	920,000
Moving Ahead	24	Tier I A	5307/STIP Enhanced ConnectOregon, 5309, 5307	Secured	1,250,000	1,500,000	-	-	-	-	-	-	-	-	2,750,000
West Eugene EmX Extension	25	Tier I A		Secured	29,400,000	4,600,000	-	-	-	-	-	-	-	-	34,000,000
Willow Creek	38	Tier I A	5307		600,000	1,400,000	-	-	-	-	-	-	-	2,000,000	
Main-McVay	28	Tier I A	5339/5309	Secured	325,000	-	-	-	-	-	-	-	-	-	325,000
Safety & Security					-	225,000	40,000	-	-	-	-	-	-	-	265,000
18th & Oak Patch Traffic Signal	26	Tier I A	General Fund	Secured	-	225,000	-	-	-	-	-	-	-	-	225,000
Public Safety patrol vehicle	27	Tier II	Unknown	Unsecured	-	-	40,000	-	-	-	-	-	-	-	40,000
Technology Infrastructure & Systems					1,119,000	2,629,000	1,705,150	152,000	202,000	202,000	152,000	152,000	1,266,550	60,000	7,699,700
Glenwood and Ridesource Bus yard Wifi	29	Tier I A	5307-2016-17	Secured	40,000	-	-	-	50,000	-	-	-	-	-	90,000
Software	30	Tier I A	5309 VTCLI & General Fund	Secured	200,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	800,000
Software	33	Tier II	Unknown	Unsecured	592,000	902,000	92,000	92,000	92,000	92,000	92,000	92,000	92,000	-	2,138,000
Software	36	Tier III	Unknown	Unsecured	167,000	167,000	-	-	-	-	-	-	-	-	334,000
Storage Expansion	32	Tier II	Unknown	Unsecured	120,000	50,000	-	-	-	50,000	-	-	-	-	220,000
Fare Management System	37	Tier III	Unknown	Unsecured	-	1,450,000	1,553,150	-	-	-	-	-	1,114,550	-	4,117,700

NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+



Funding Sources

Funding Source	Funding Tier	Estimate	Future Year Projections									Ten Year Total	
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026		
Federal		\$29,021,055	\$12,273,102	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,294,157
5307 Urbanized Area Formula Program/5339 Bus and Bus Facilities Program	I	2,108,128	8,135,536	0	0	0	0	0	0	0	0	0	10,243,664
5309 Bus & Bus Facilities Program and 5339	I	2,020,177	116,200	0	0	0	0	0	0	0	0	0	2,136,377
5309 Small Starts	I	24,803,020	0	0	0	0	0	0	0	0	0	0	24,803,020
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	I	0	548,710	0	0	0	0	0	0	0	0	0	548,710
5311	I	89,730	0	0	0	0	0	0	0	0	0	0	89,730
5337 and 5339 Formual funds and Federal Highway funds	I	0	3,472,656	0	0	0	0	0	0	0	0	0	3,472,656
State		\$2,111,973	\$2,750,000	\$28,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,890,273
ConnectOregon V		20,000	500,000	28,300	0	0	0	0	0	0	0	0	548,300
ConnectOregon VI	I	750,000	2,250,000	0	0	0	0	0	0	0	0	0	3,000,000
State Lottery Funds	I	1,341,973	0	0	0	0	0	0	0	0	0	0	1,341,973
Local		\$5,662,499	\$4,074,650	\$18,096,700	\$650,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$28,783,849
Lane Transit District	I	5,662,499	4,074,650	18,096,700	650,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	28,783,849
Unidentified		\$2,735,563	\$8,738,463	\$12,963,713	\$30,935,184	\$16,881,185	\$11,814,833	\$33,503,136	\$9,959,092	\$4,245,339	\$3,519,500	\$135,296,008	
Unidentified	III	\$ 2,735,563	8,738,463	12,963,713	30,935,184	16,881,185	11,814,833	33,503,136	9,959,092	4,245,339	3519500	135,296,008	
Funding Total		\$39,531,090	\$27,836,215	\$31,088,713	\$31,585,184	\$16,931,185	\$11,864,833	\$33,553,136	\$10,009,092	\$4,295,339	\$3,569,500	\$210,264,287	



Long-Range Financial Plan



April 19, 2017

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Assumptions



Revenues

Revenue:

- Payroll and self-employment tax rates will increase at a rate of .01% (\$0.0001 per year increase) until it hits \$8 per \$1,000 in 2026
- West Eugene redesign will bring in incremental revenues of \$344K in 2017-18 and \$439K per year 2018-19+
- Lane County tax business base expected to grow 3% per year
- State-in-lieu taxes are forecasted to grow
- Non-West Eugene redesign passenger growth is 1.6%
- Special service growth is 15% per year. Growth 2014-2016 years was 54%, 15%, and 18%, respectively
- No Federal grant monies used for operations in 2017
- \$2.6M in Federal grant monies used for operations in 2018+



Expenditures

Personnel and associated spend:

- ✓ Heads increased from 320 in FY 2016-17 to 373 at the beginning of FY 2017-18 due to ramp up of West Eugene service redesign, increasing cost per service hour 5% - from \$160/hr. (2016) to \$167 (2018 - full year of EmX). Cost per service hour will be managed back to \$160/hr. in 2019+
- ✓ The wage increases are based on the existing ATU contract

Non-personnel spend:

- ✓ Fuel cost growth at 5% per year
- ✓ ODOT funding to cover senior and disabled services has been reduced (5310 and STF reduced this biennium by 10.85% and 18%, respectively) in the 2017-19 biennium and is held constant 2020+
- ✓ There is a significant spike in capital funding needs in FY2019 to replace the aging bus fleet. The source to cover this need has not been identified in the CIP. Current grants covering bus replacements is a 80%/20% grant/LTD split, which is the assumption used for the 2019 capital purchases. Capital needs for 2020+ is at the average transfer fiscal years 2014-2016 (period of no major capital investments)



Opportunities

- ✓ The economy over performs and a recession does not hit within the historical trends of expansions not exceeding 10 years expanding wage growth and business growth
- ✓ The Oregon legislature passes transportation funding resulting in additional operating dollars
- ✓ Passenger growth is higher than planned
- ✓ Accessible Services does not grow at the rate forecasted. Historically, the Accessible Services Fund transfer has been less than budgeted
- ✓ Federal funding for capital projects is not reduced 15% in 2020+
- ✓ Hybrid and electric buses reduce the cost of fuel. Additional electricity cost is lower than the fuel costs; fuel costs increase at a rate lower than 5%. TriMet is assuming an increase of 2% per year
- ✓ Increased ridership as a result of an aging population and more retirees



Risks

- ✓ Medical cost increases result in an increase to the fringe rate
- ✓ Fuel costs increase more than 5% per year
- ✓ Potential high inflation
- ✓ Federal Medicaid funding structure changes, reducing reimbursement percentage
- ✓ University of Oregon enrollment has declined since 2012, impacting ridership and payroll taxes. Potential Federal policies cutting Pell grants/loans and increased border restrictions may increase the decline of out-of-state students (~50% of student population)



Long-Range Financial Plan

	Estimate	Future Year Projections								
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Revenues										
Passenger fares	\$ 4,703,258	\$ 5,038,684	\$ 5,156,103	\$ 5,275,401	\$ 5,396,607	\$ 5,519,753	\$ 5,644,869	\$ 5,771,987	\$ 5,901,138	\$ 6,032,357
Group Pass	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000
Advertising	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087
Purchased service	\$ 158,473	\$ 182,244	\$ 209,581	\$ 241,018	\$ 277,171	\$ 318,746	\$ 366,558	\$ 421,542	\$ 484,774	\$ 557,490
Total Operating Revenues	\$ 7,608,819	\$ 7,968,016	\$ 8,112,771	\$ 8,263,506	\$ 8,420,865	\$ 8,585,587	\$ 8,758,515	\$ 8,940,616	\$ 9,132,999	\$ 9,336,934
Nonoperating Revenues										
Payroll & self-employment taxes	\$ 38,070,270	\$ 39,764,665	\$ 41,526,461	\$ 43,358,176	\$ 45,262,420	\$ 47,241,897	\$ 49,299,405	\$ 51,437,847	\$ 53,660,226	\$ 55,969,653
State-in-lieu taxes	\$ 320,772	\$ 382,000	\$ 391,000	\$ 401,000	\$ 410,000	\$ 420,000	\$ 430,000	\$ 441,000	\$ 452,000	\$ 463,000
Interest income	\$ 154,136	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901
Federal assistance	\$ 84,297	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000
State assistance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local assistance	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058
Misc income	\$ 255,910	\$ 255,910	\$ 263,587	\$ 271,495	\$ 279,640	\$ 288,029	\$ 296,670	\$ 305,570	\$ 314,737	\$ 324,179
Total Nonoperating Revenues	\$ 38,905,444	\$ 43,124,534	\$ 44,903,007	\$ 46,752,630	\$ 48,674,019	\$ 50,671,885	\$ 52,748,035	\$ 54,906,376	\$ 57,148,922	\$ 59,478,792
Total Revenues from ALL Sources	\$ 46,514,263	\$ 51,092,550	\$ 53,015,779	\$ 55,016,136	\$ 57,094,884	\$ 59,257,471	\$ 61,506,549	\$ 63,846,993	\$ 66,281,922	\$ 68,815,726
Number of service hours	278,450	297,499	297,499	297,499	297,499	297,499	297,499	297,499	297,499	297,499
Cost per service hour	165	167	160	160	160	160	160	160	160	160
Operating Expenses	45,997,337	49,573,891	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673
Transfers										
Medicaid / General Fund transfer	\$ 326,864	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882
Accessible Services / General Fund transfer	\$ 2,602,845	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992
Point2point / General Fund transfer	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197
Capital Projects / General Fund transfer	\$ 5,662,499	\$ 4,074,650	\$ 3,619,340	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467
Transfers from the General Fund	\$ 8,851,405	\$ 8,264,721	\$ 7,809,411	\$ 6,460,538						
Revenues Higher/(Lower) than Expenditures & Transfers	\$ (8,334,479)	\$ (6,746,062)	\$ (2,301,306)	\$ 1,047,925	\$ 3,126,673	\$ 5,289,260	\$ 7,538,338	\$ 9,878,781	\$ 12,313,710	\$ 14,847,514



Long-Range Financial Plan



April 14, 2017

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- ✓ The wage increases are based on the existing ATU contract

Non-personnel spend:

- ✓ Fuel cost growth at 5% per year (2% Wall Street Journal forecast plus 3% inflation)
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Long-Range Financial Plan

	Estimate	Future Year Projections								
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Revenues										
Passenger fares	\$ 4,703,258	\$ 5,038,684	\$ 5,156,103	\$ 5,275,401	\$ 5,396,607	\$ 5,519,753	\$ 5,644,869	\$ 5,771,987	\$ 5,901,138	\$ 6,032,357
Group Pass	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000
Advertising	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087	\$ 447,087
Purchased service	\$ 158,473	\$ 182,244	\$ 209,581	\$ 241,018	\$ 277,171	\$ 318,746	\$ 366,558	\$ 421,542	\$ 484,774	\$ 557,490
Total Operating Revenues	\$ 7,608,819	\$ 7,968,016	\$ 8,112,771	\$ 8,263,506	\$ 8,420,865	\$ 8,585,587	\$ 8,758,515	\$ 8,940,616	\$ 9,132,999	\$ 9,336,934
Nonoperating Revenues										
Payroll & self-employment taxes	\$ 38,070,270	\$ 39,764,665	\$ 41,526,461	\$ 43,358,176	\$ 45,262,420	\$ 47,241,897	\$ 49,299,405	\$ 51,437,847	\$ 53,660,226	\$ 55,969,653
State-in-lieu taxes	\$ 320,772	\$ 382,000	\$ 391,000	\$ 401,000	\$ 410,000	\$ 420,000	\$ 430,000	\$ 441,000	\$ 452,000	\$ 463,000
Interest income	\$ 154,136	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901	\$ 101,901
Federal assistance	\$ 84,297	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000
State assistance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local assistance	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058	\$ 20,058
Misc income	\$ 255,910	\$ 255,910	\$ 263,587	\$ 271,495	\$ 279,640	\$ 288,029	\$ 296,670	\$ 305,570	\$ 314,737	\$ 324,179
Total Nonoperating Revenues	\$ 38,905,444	\$ 43,124,534	\$ 44,903,007	\$ 46,752,630	\$ 48,674,019	\$ 50,671,885	\$ 52,748,035	\$ 54,906,376	\$ 57,148,922	\$ 59,478,792
Total Revenues from ALL Sources	\$ 46,514,263	\$ 51,092,550	\$ 53,015,779	\$ 55,016,136	\$ 57,094,884	\$ 59,257,471	\$ 61,506,549	\$ 63,846,993	\$ 66,281,922	\$ 68,815,726
Number of service hours	278,450	297,499	297,499	297,499	297,499	297,499	297,499	297,499	297,499	297,499
Cost per service hour	165	167	160	160	160	160	160	160	160	160
Operating Expenses	45,997,337	49,573,891	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673	47,507,673
Transfers										
Medicaid / General Fund transfer	\$ 326,864	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882	\$ 470,882
Accessible Services / General Fund transfer	\$ 2,602,845	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992	\$ 3,459,992
Point2point / General Fund transfer	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197	\$ 259,197
Capital Projects / General Fund transfer	\$ 5,662,499	\$ 4,074,650	\$ 3,619,340	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467	\$ 2,270,467
Transfers from the General Fund	\$ 8,851,405	\$ 8,264,721	\$ 7,809,411	\$ 6,460,538	\$ 6,460,538	\$ 6,460,538	\$ 6,460,538	\$ 6,460,538	\$ 6,460,538	\$ 6,460,538
Revenues Higher/(Lower) than Expenditures & Transfers	\$ (8,334,479)	\$ (6,746,062)	\$ (2,301,306)	\$ 1,047,925	\$ 3,126,673	\$ 5,289,260	\$ 7,538,338	\$ 9,878,781	\$ 12,313,710	\$ 14,847,514



LTD Board Meeting – ABBG Report

Mark Johnson- April 19, 2017



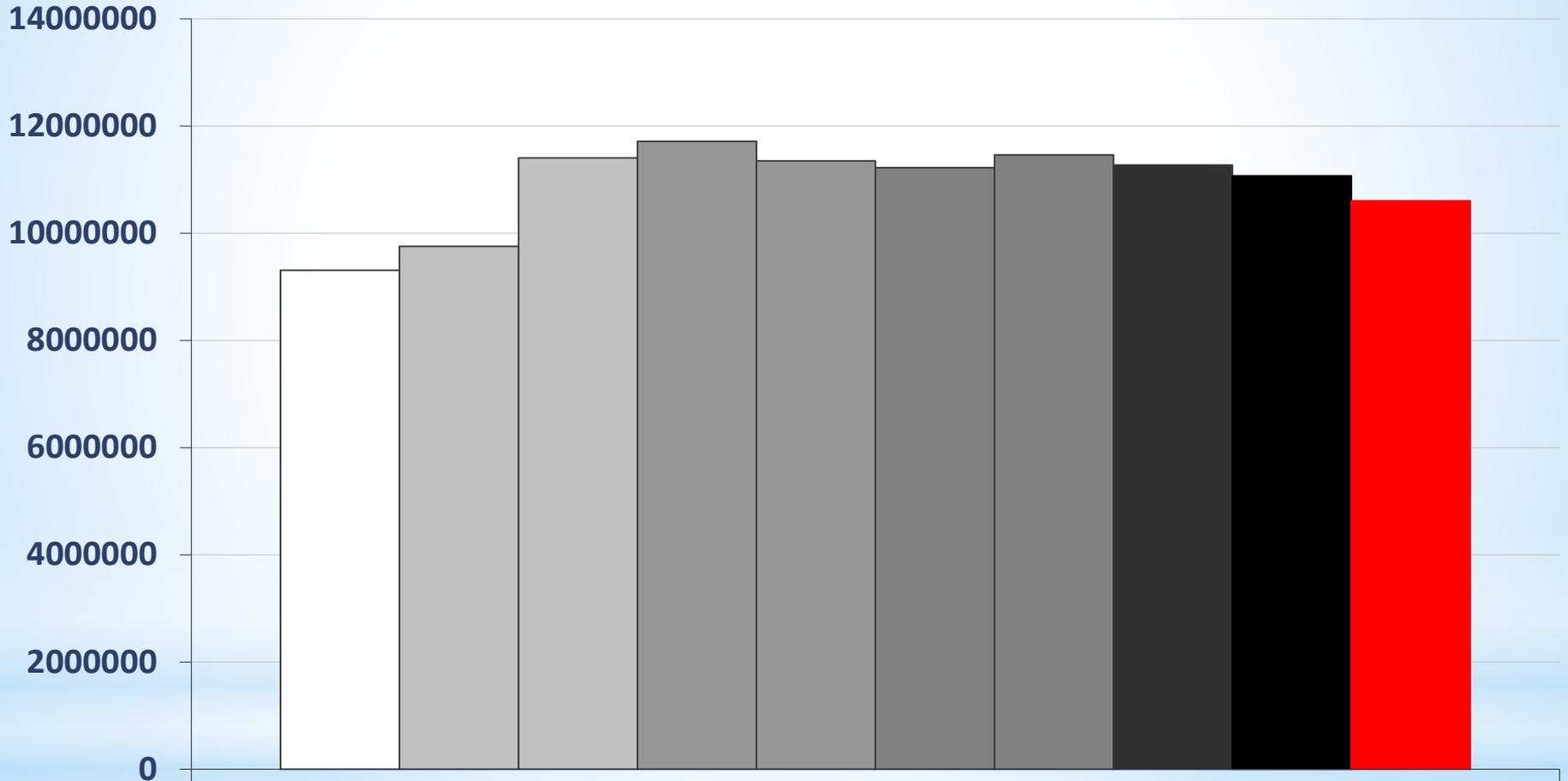
LTD.org

Historical Perspective from ABBG Data



- Passenger Boardings
- Revenue Miles
- Revenue Hours
- Cost

Total Passenger Boardings



Eu

2006
2010
2014

2007
2011
2015

2008
2012

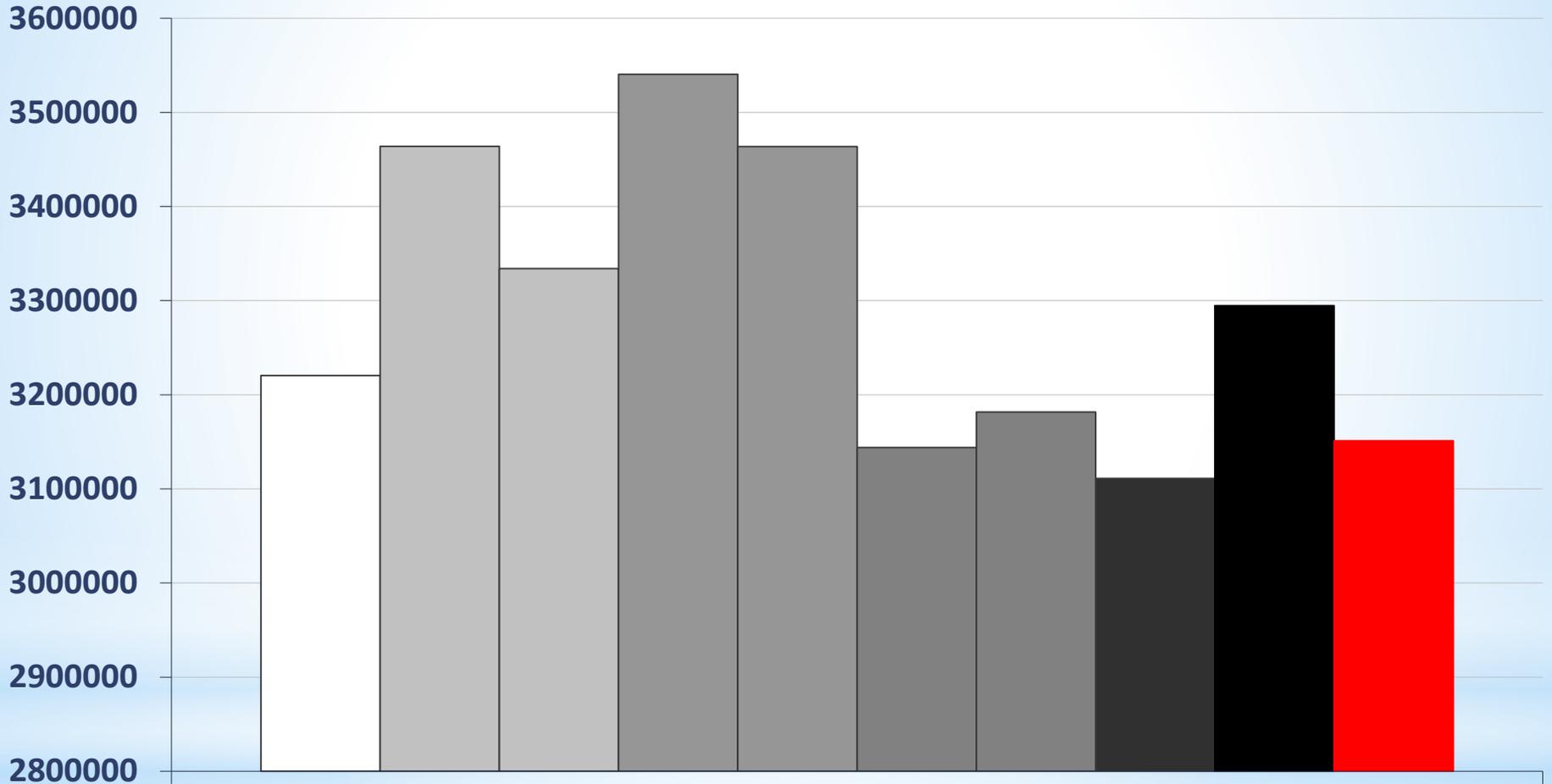
2009
2013

• - • Latest Year Average



LTD.org

Actual Revenue Vehicle Miles



Eu

2006
2010
2014

2007
2011
2015

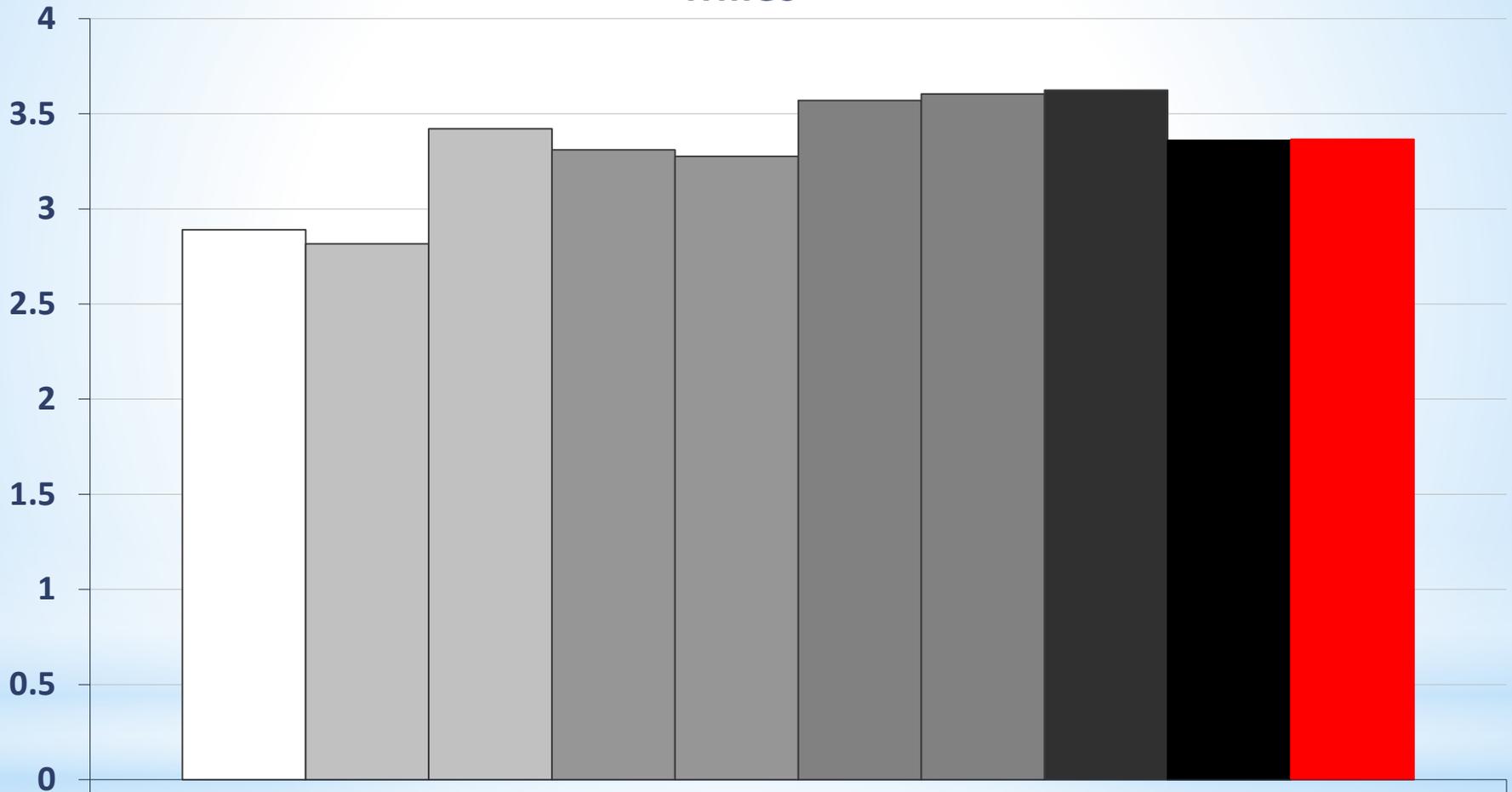
2008
2012

2009
2013

- - • Latest Year Average



Total Passenger Boardings per Actual Revenue Vehicle Miles



2006
2010
2014

2007
2011
2015

Eu

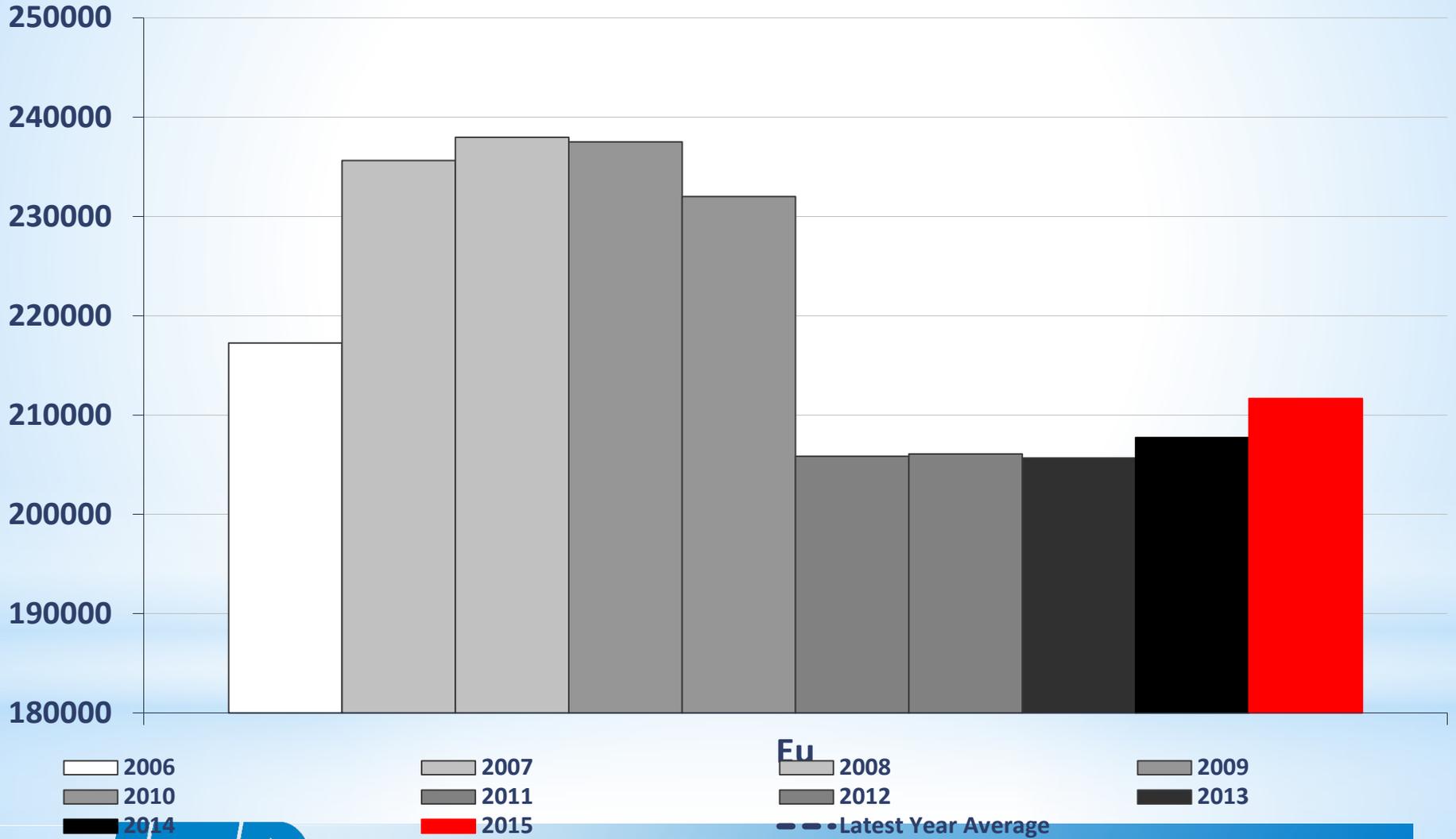
2008
2012

2009
2013

- - - Latest Year Average



Actual Revenue Vehicle Hours



2006
2010
2014

2007
2011
2015

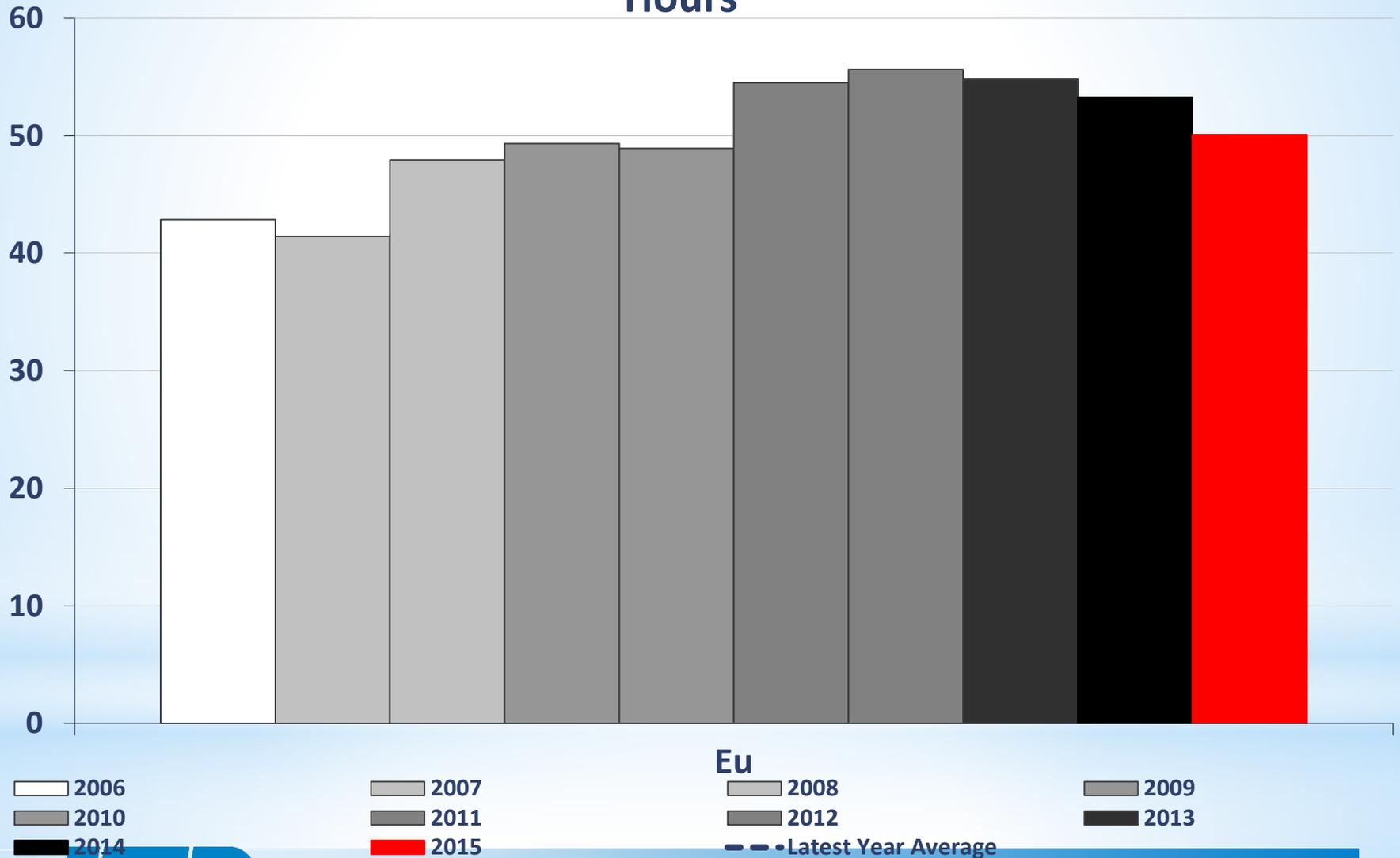
2008
2012

2009
2013

---•--- Latest Year Average



Total Passenger Boardings per Actual Revenue Vehicle Hours

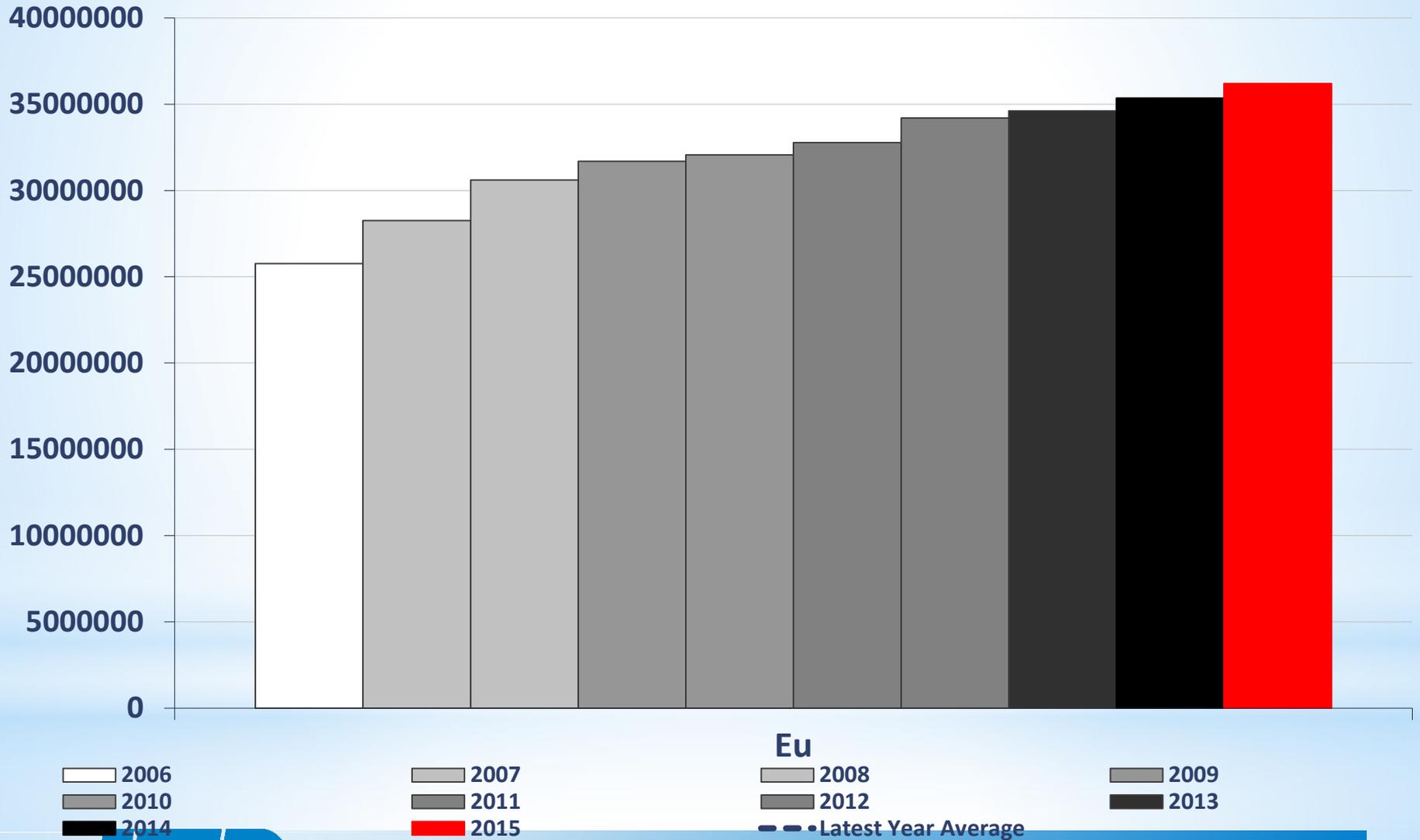


Eu

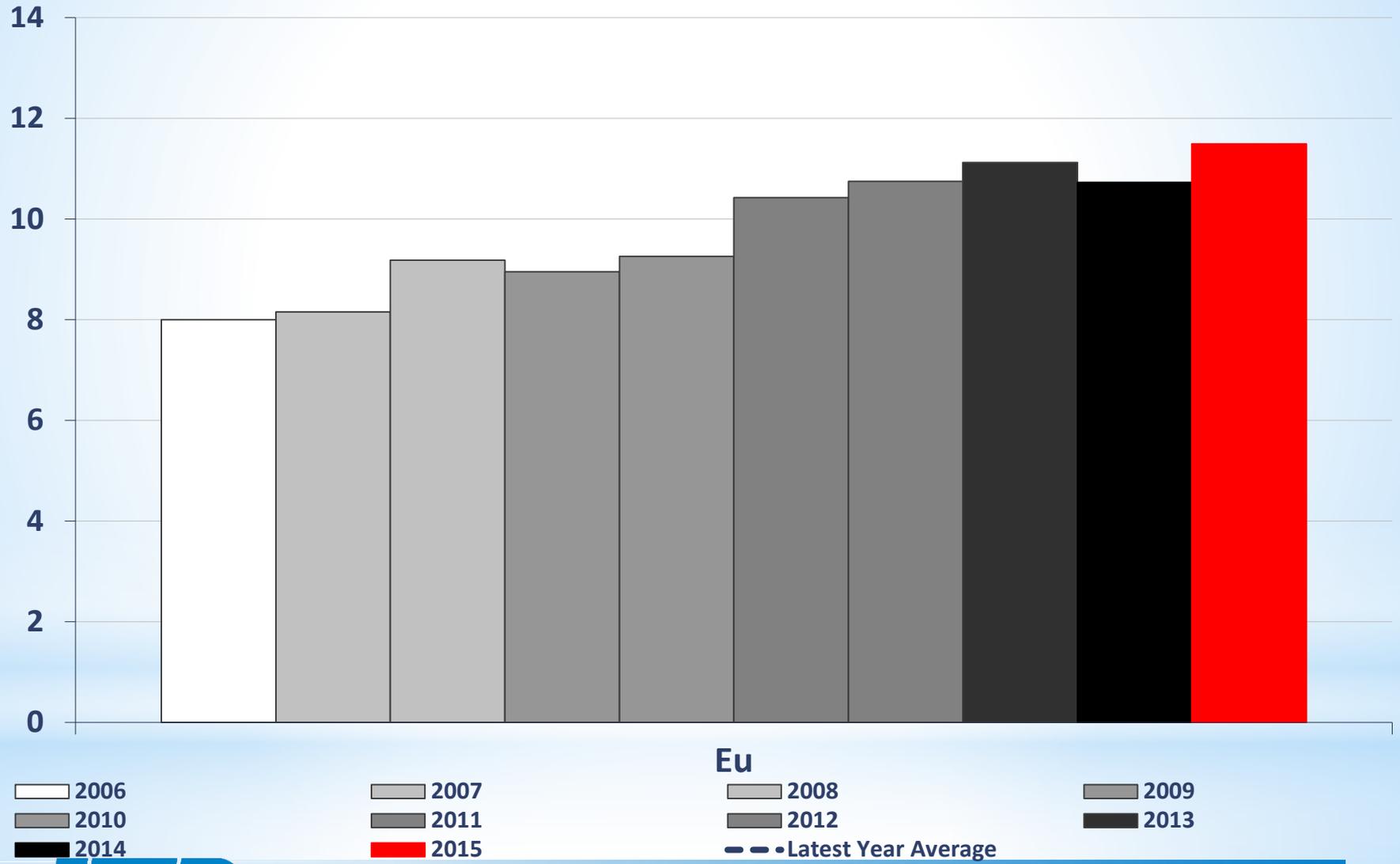
- 2006
- 2007
- 2008
- 2009
- 2010
- 2011
- 2012
- 2013
- 2014
- 2015
- - - • Latest Year Average



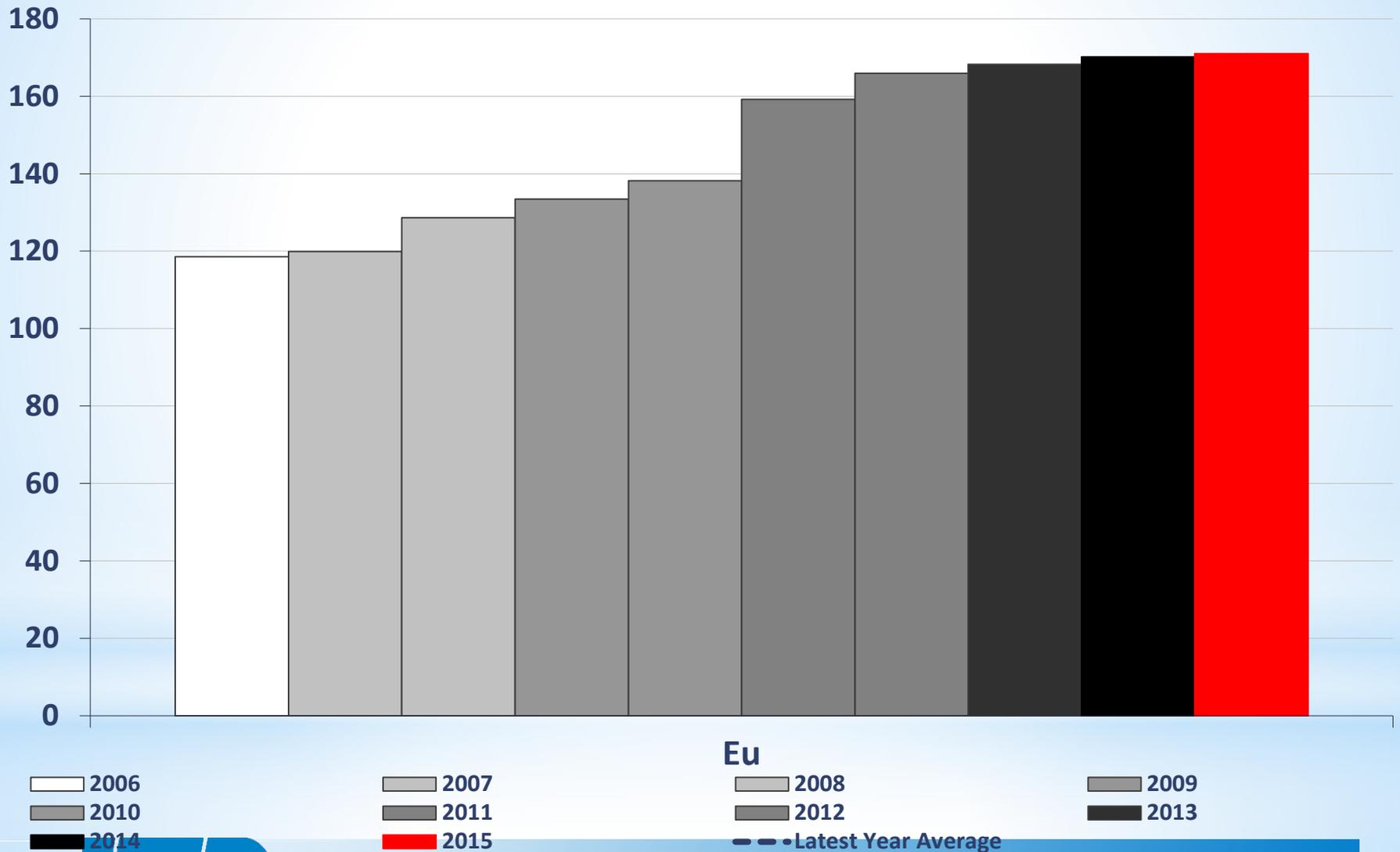
BUS OPERATING COST



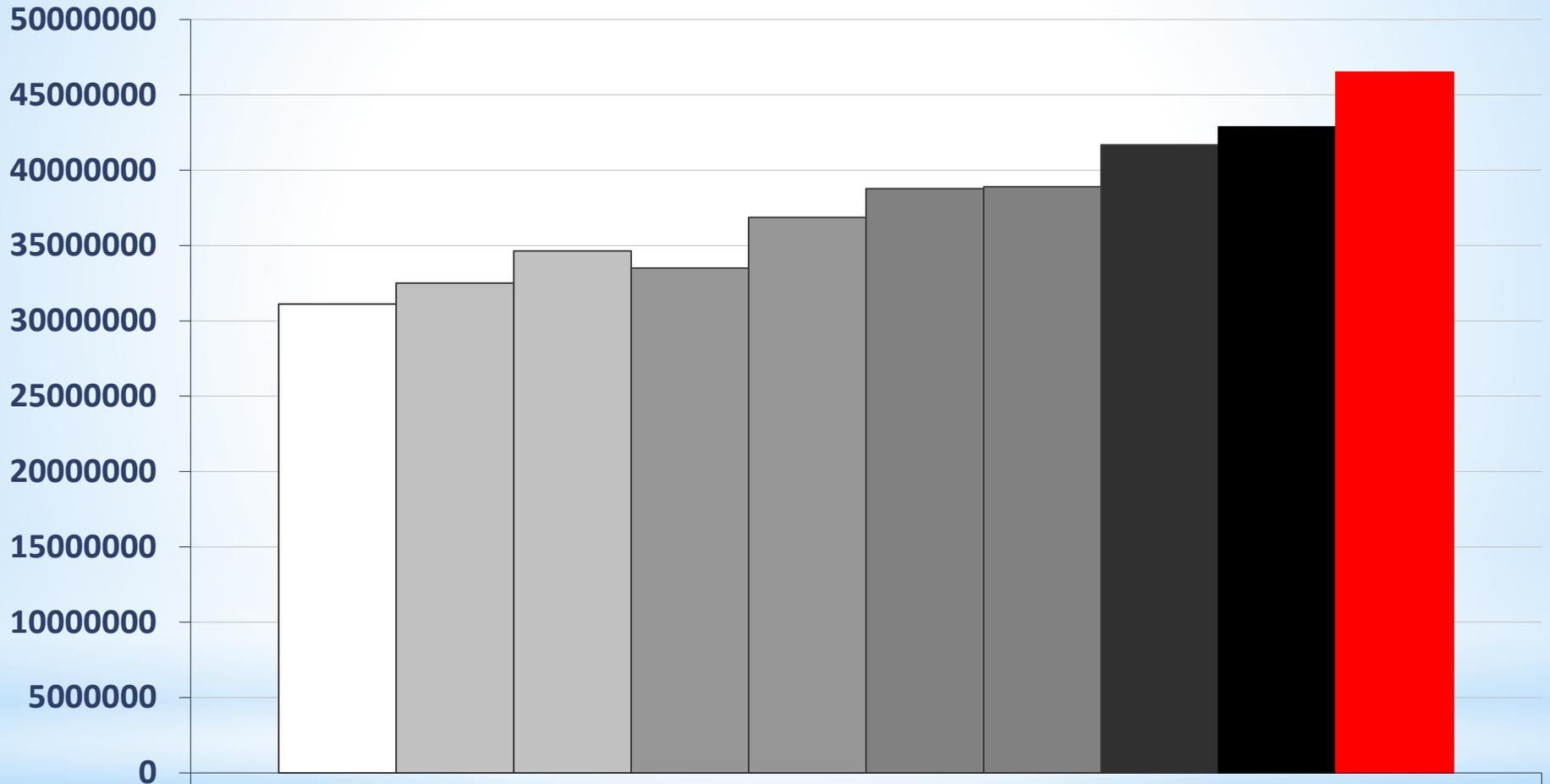
BUS OPERATING COST per Actual Revenue Vehicle Miles



BUS OPERATING COST per Actual Revenue Vehicle Hours



OPERATING Income



2006
2010
2014

2007
2011
2015

Eu

2008
2012

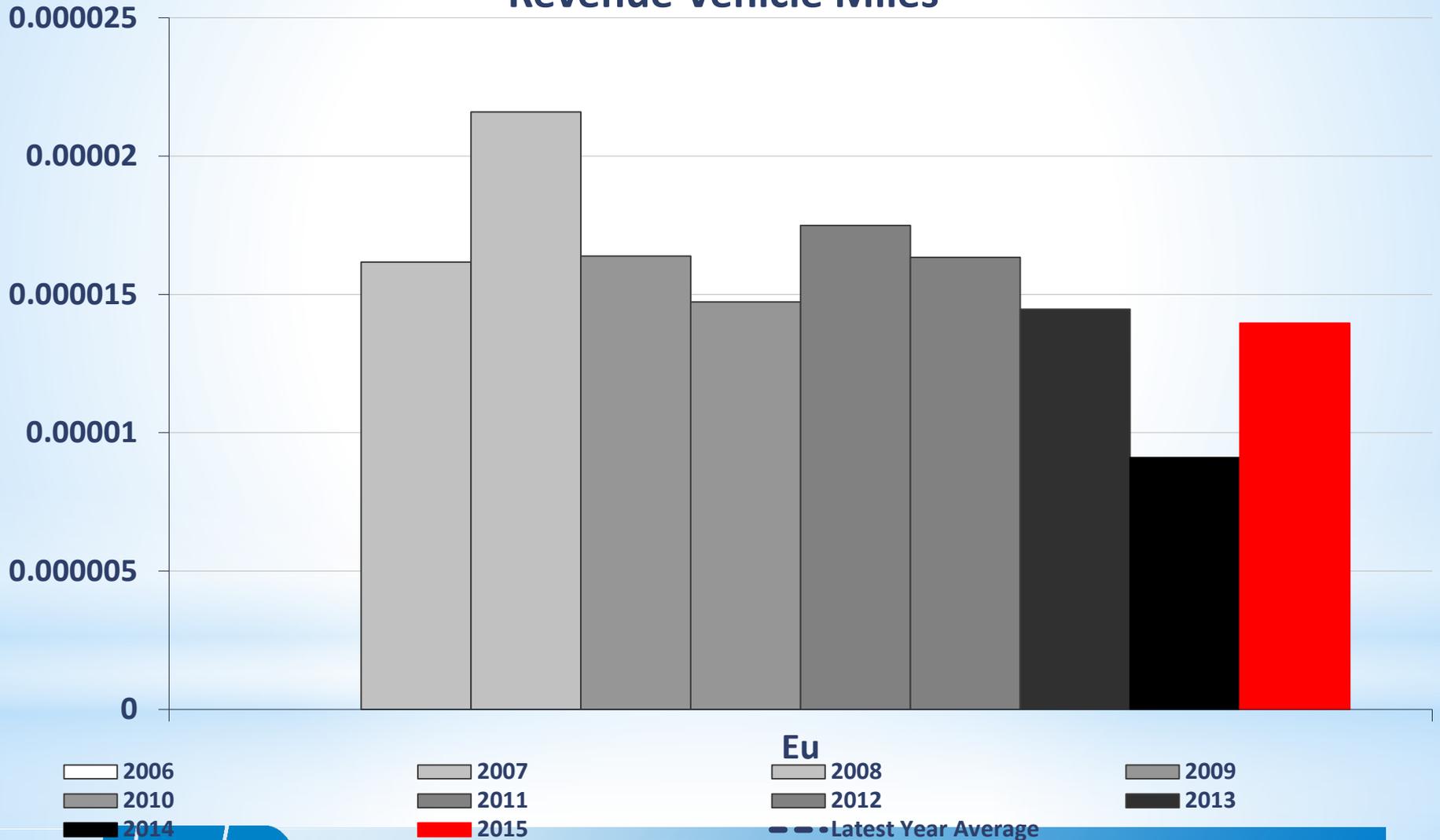
2009
2013

---•--- Latest Year Average



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Number of Preventable Vehicle Collisions per Actual Revenue Vehicle Miles



2006
2010
2014

2007
2011
2015

Eu

2008
2012

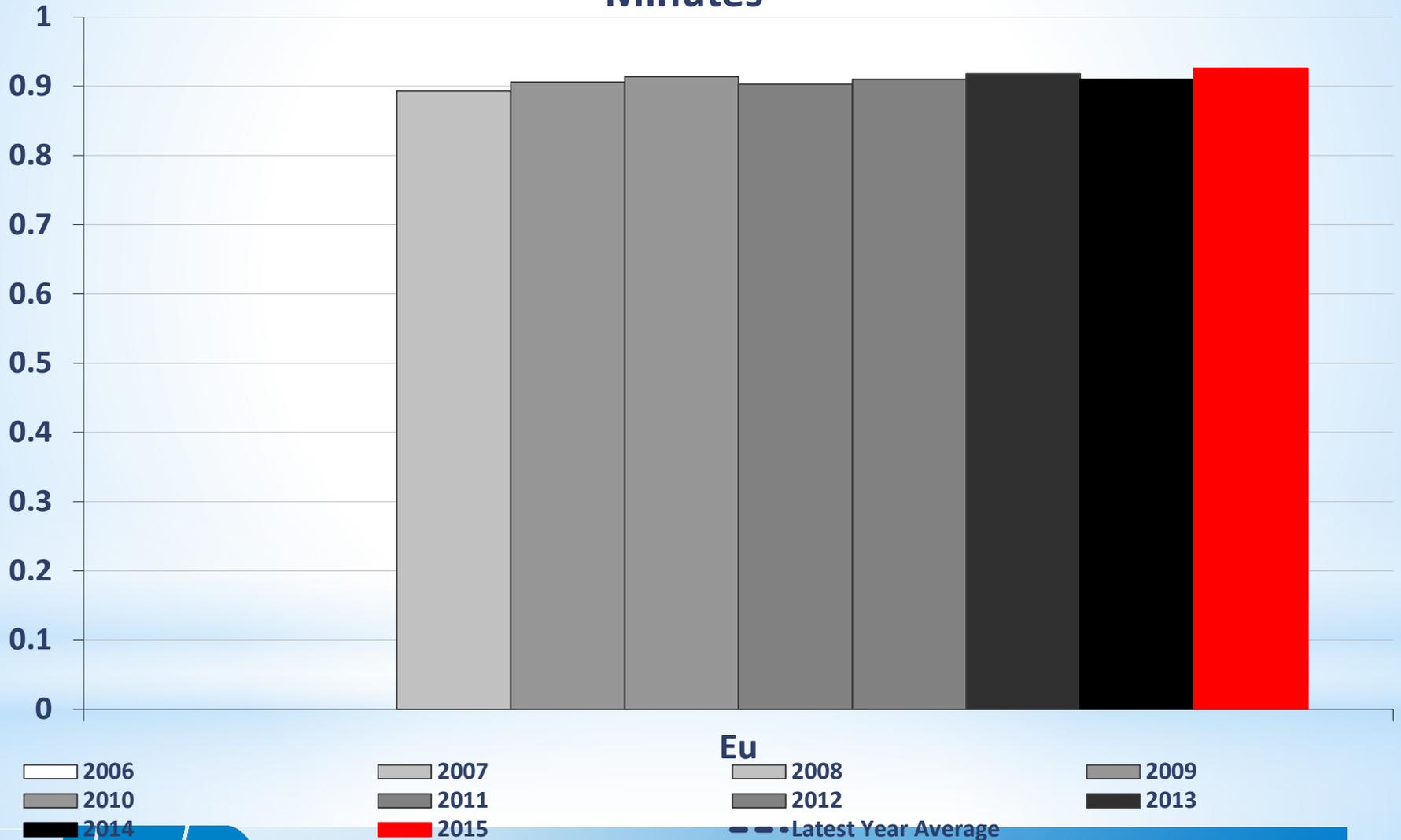
2009
2013

--- Latest Year Average

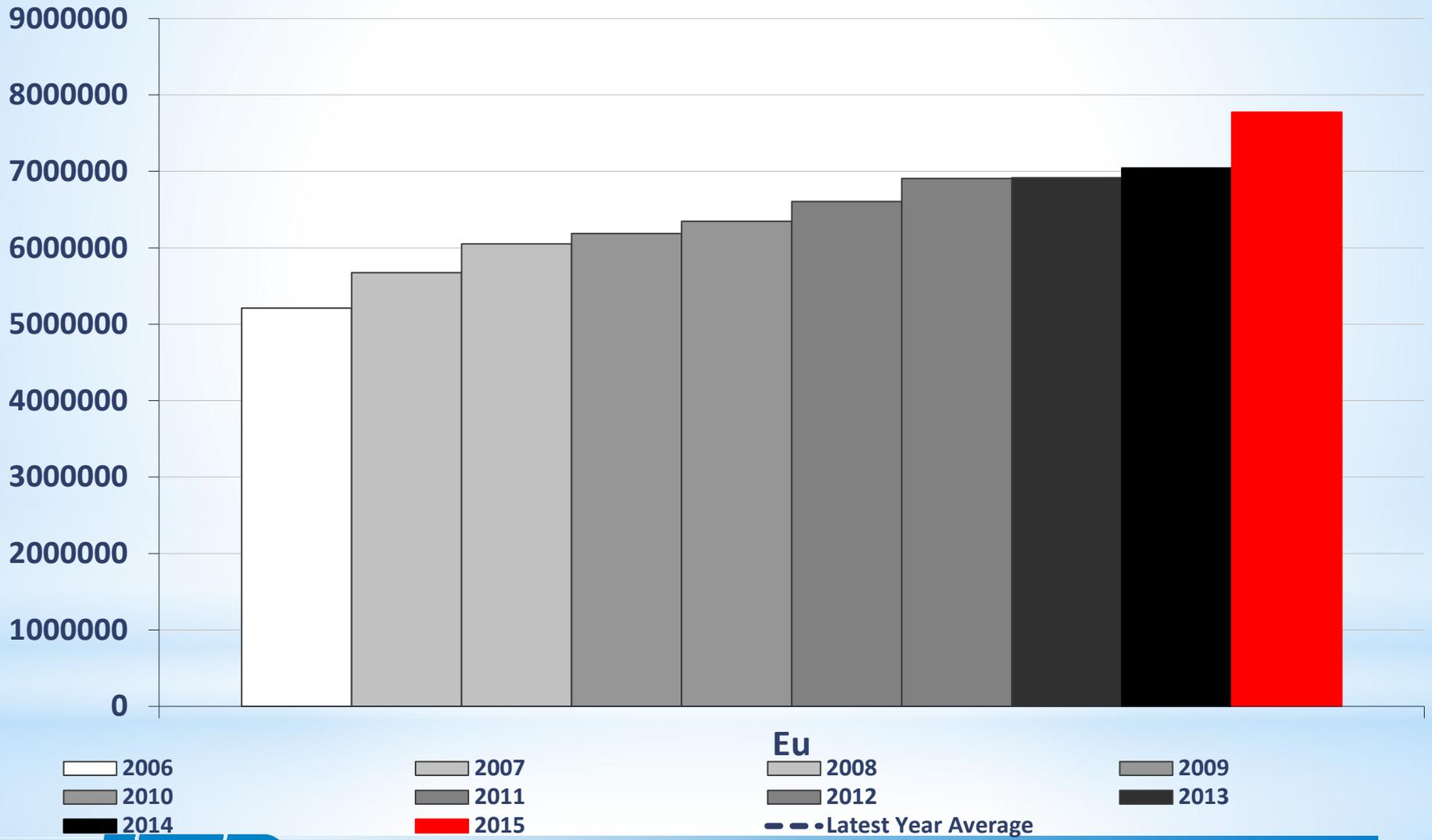


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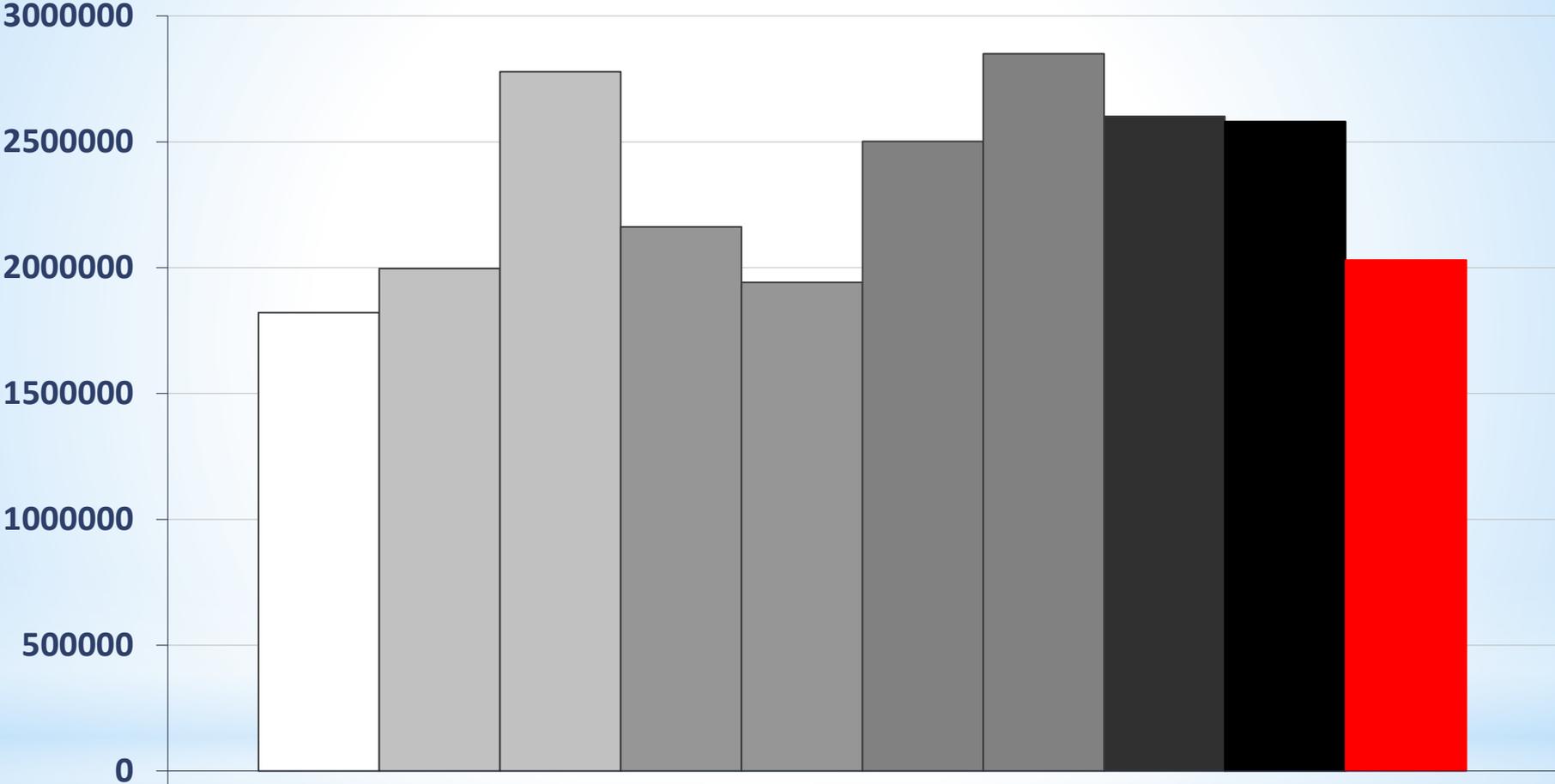
On-Time Departure Performance (%): Electronic, 0 <> + 5 Minutes



Maintenance Costs



Service Operation - Fuel Costs



Eu

- 2006
- 2007
- 2008
- 2009
- 2010
- 2011
- 2012
- 2013
- 2014
- 2015
- - • Latest Year Average



BUS OPERATING COST per Actual Revenue Vehicle Hours

