



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

Wednesday, September 20, 2017

Regular Meeting 5:30 p.m.

LTD Board Room

3500 E. 17th Avenue, Eugene (in Glenwood)

A G E N D A

Page

- I. CALL TO ORDER
- II. ROLL CALL
 Gillespie Yett Wildish Yeh Reid Necker Nordin
- III. PRELIMINARY REMARKS BY BOARD PRESIDENT
- IV. COMMENTS FROM THE GENERAL MANAGER (2 minutes)
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.
- V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA (2 minutes)
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.
- VI. BOARD CALENDAR (2 minutes)
Board members are asked to coordinate the Board Activity Calendars with their personal calendars for discussion at each Board meeting. 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.

Updated Board Activity Calendars are sent separately for Board members.
- VII. EMPLOYEE OF THE MONTH – AUGUST AND SEPTEMBER (5 minutes) 5
- VIII. 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.*

IX. ITEMS FOR ACTION AT THIS MEETING

- A. Consent Calendar: (1 minute) 8
1. Minutes of the July 19, 2017, Regular Board Meeting
 2. Delegated Authority Report – July/August
 3. Intergovernmental Agreement – River Road Transit Community Implementation Plan Between the City of Eugene
 4. IGA between LTD and LCOG for Section 5307 Funding Requirements

XI. ITEMS FOR INFORMATION AT THIS MEETING

- A. Board Member Reports (10 minutes) 26
1. Meetings Held
 - a. Strategic Planning Committee – August 1, September 5
 - b. Metropolitan Policy Committee (MPC) – August 3
 - c. Lane Area Commission on Transportation (LaneACT) – August 9, September 13
 - d. LTD Board Finance Committee – September 12
 - e. LTD Pension Trusts – September 13
 - f. Accessible Transportation Committee (ATC) – September 19
 2. No Meeting/No Reports
 - a. Lane Council of Governments (LCOG) Board of Directors
 - b. Vision Zero Task Force
 - c. LTD Board Human Relations Committee
 - d. Main Street Projects Governance Team
 - e. LTD Board Service Committee
 - f. LTD Board Budget Committee Meeting
 - g. MovingAhead Oversight Committee
- B. Public Safety Training/Awards Received (5 minutes)
[Frank Wilson]
An update will be provided on public safety staff training and awards recently received.
- C. Comprehensive Operations Analysis Update (5 minutes)
[Aurora Jackson]
The general manager will provide an update and the review the next steps.
- D. Disadvantaged Business Enterprise (DBE) Policy Status Update (5 minutes)
[Debera Massahos]
- E. Smart *Trips* Thurston Update (10 minutes) 28
[Theresa Brand, Cody Franz]

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F. Monthly Financial Reports – June [Christina Shew]	(10 minutes) 31
<i>Attached is the June 2017 Year-to-Date Financial Report. Financial reports are considered a draft until the conclusion of the fiscal year and completion of the Comprehensive Annual Financial Report.</i>	
G. Monthly Grant Report – June (respond if questions) [Christina Shew]	33
<i>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).</i>	
H. Monthly Cash Disbursements – August (respond if questions) [Christina Shew]	46
<i>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 August 2017.</i>	
I. Monthly Performance Reports – May/June (respond if questions) [Aurora Jackson]	66
<i>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.</i>	
J. Monthly Department Reports – September (respond if questions) [Aurora Jackson]	79
<i>Monthly reports on activities within departments and throughout the District are provided for the Board’s information.</i>	
XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	83
<i>Attached is a calendar of Action or Information items that will be included on the agenda for future Board meetings.</i>	
XIII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD	
<i>Listed below are Action or Information items that the Board has requested be included on the agendas for future Board meetings.</i>	
A. Disadvantaged Business Enterprise Policy and Program (Fall)	

- 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.

I move that the Board meet in 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: September 20, 2017

ITEM TITLE: SEPTEMBER EMPLOYEE OF THE MONTH

PREPARED BY: Camille Straub, Clerk of the Board

BACKGROUND:

Station Cleaner Diane Petersen has been selected to receive the September 2017 Employee of the Month (EOM) award. Diane was hired as a station cleaner August 1986; and during that time, she received the following awards:

- Employee of the Month — January, 1990 & September, 1998
- Employee of the Year - 1998
- Monthly Value Award for "Take Initiative" — March, 2008
- Monthly Value Award for "Be Professional" — February, 2009
- Monthly Value Award for "Be Professional" — May, 2009
- Monthly Value Award for "Take Initiative" — June, 2009
- Monthly Value Award for "Be Professional" — February, 2011
- Monthly Value Award for "Take Initiative" — August, 2012

Diane recently received an Employee of the Month nomination from an LTD customer who was waiting to use the restroom while Diane was cleaning it. The customer said that she did a great job and was very caring and kind ensuring that they were able to get into the restroom before she left. The customer also said that "she goes above the call of duty when dealing with unrespectful teenagers outside and hurries up (while cleaning bathrooms) when people are lined up to use facilities. I have never (since 1999) seen her on a bus for recognition."

When asked to comment on Diane's selection as Employee of the Month, Facilities Supervisor, Kelly Staines said:

It is my great pleasure to acknowledge Diane Peterson as September's EOM! Diane was voted the EOY the first year the Eugene Station was in operation; I've been saying ever since she should be the permanent EOY. So, this award is extra special, as we enter the twentieth year of ES operation.

Diane is a pleasure to supervise. She shows up every day ready to do the best job she can. It doesn't matter what she has to deal with, or what type of weather, she always does it willingly and with purpose. Her purpose is to make the Eugene Station experience the most comfortable possible for all patrons and employees. Diane responds to requests to clean up spills, to clean soiled bus seats. For Diane, it is all part of the job. I can't count the number of comments I've received, over the years, about how well she does her job. It is evidence of her dedication that station users will stop and fill out comment forms praising her attitude and hard work. Diane has touched the lives of multitudes of people over the years. She always has the time to give to one who needs it.

Again, I am pleased Diane was recognized for this special award. I would like to take this time to officially nominate her for the Employee of Forever award!

AWARD:

Diane will attend the September 20 meeting to be introduced to the Board and to receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2017

ITEM TITLE: OCTOBER EMPLOYEE OF THE MONTH

PREPARED BY: Camille Straub, Clerk of the Board

BACKGROUND:

Bus Operator Albert Nokleberg has been selected to receive the October 2017 Employee of the Month (EOM) award. Albert was hired as a bus operator December 2014; and during that time, he received the 2-years safe driving award and in August 2017 he received the monthly value award for "Work Together."

He recently received an Employee of the Month nomination from the mother of a 12 year old boy whom Albert helped teach how to use the transit system. The nomination described how Albert explained how the system works, teaching the young man how to use the Riders Digest and then walking him to the correct bay to catch the #98 to Cottage Grove. Albert also reassured him that he could contact any LTD employee while riding and that they will assist him if he has any question.

When asked to comment on Albert's selection as Employee of the Month, Operations Supervisor, Charlett Trauger said:

Albert has extensive customer service experience from his previous employment with an airline. He goes up and beyond with his customer service. I often see him out on the platform laughing and joking with his customers and coworkers, although he takes his job duties very seriously. He has received his 2 year safe driving award and is well on his way to his third safe driving award.

Albert sets a great example for his customers and coworkers by always having a positive attitude and greeting everyone with a smile. All the while he is giving his customers a safe, smooth ride and outstanding customer service. I once asked Albert how he likes his job and he said, 'he loves his job; that it is the best of the best'.

Congratulations Albert for being chosen as the LTD Employee of the Month for October and thank you for being one of the "best of the best."

AWARD:

Albert will attend the September 20 meeting to be introduced to the Board and to receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 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 September 20, 2017, consists of:

- Approval of the Minutes of the July 19, 2017, Regular Board Meeting
- Approval of Delegated Authority Report-June
- Approval of Intergovernmental Agreement – River Road Transit Community Implementation Plan Between the City of Eugene and LTD
- Approval of IGA between LTD and LCOG for Section 5307 Funding Requirements

ATTACHMENT:

- 1) Minutes of the July 19, 2017, Regular Board Meeting
- 2) Delegated Authority Report-June
- 3) Intergovernmental Agreement – River Road Transit Community Implementation Plan Between the City of Eugene and LTD
- 4) IGA between LTD and LCOG for Section 5307 Funding Requirements

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

LTD Resolution No. 2017-09-20-56; It is hereby resolved that the Consent Calendar for September 20, 2017, is approved as presented [amended].

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, July 19, 2017

Pursuant to notice given to *The Register-Guard* for publication on July 12, 2017, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, July 19, 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
Carl Yeh
Stephen Yett
A.J. Jackson, General Manager
Kristen Denmark, General Counsel
Camille Straub, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Kate Reid

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

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish said the legislature had taken action on a transportation package and LTD would be busy preparing to address provisions of the bill and planning for additional revenue for transit in the state. He announced there would not be a Board meeting in August.

COMMENTS FROM THE GENERAL MANAGER: Ms. Jackson had no comments.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Mr. Nordin said he had items to request on future agendas.

Mr. Wildish said that the agenda would be revised to consider the item related to Gateway EmX prior to the item related to the Strategic Business Plan.

BOARD CALENDARS: Ms. Jackson reviewed future events and reminded the Board that the EmX West line was less than 90 days away from its opening.

EMPLOYEE OF THE MONTH – AUGUST: The Board recognized Lead Journey Mechanic Doug Covey as the August Employee of the Month. Mr. Wildish presented Mr. Covey with his award and thanked him for his outstanding service and dedication to LTD's mission. Mr. Covey thanked the Board for his award and said he enjoyed his job with LTD.

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

Suzanne Danker, Eugene, spoke on behalf of a friend who used the RideSource service. She said her friend had experienced extremely long wait times on the telephone when attempting to schedule a ride. Even after a 20 minutes wait, she was told there were still 83 calls ahead of her. She said her friend is a senior residing in an assisted living facility and while she could wait when making the call from her home, she was very frightened about scheduling a ride home because her cell phone had limited minutes and she would not be able to wait on hold for a long time. She had another friend who used RideSource and experienced the same problem, with more than 100 calls ahead of her in the queue. She wanted the Board to be aware of the problem as the people who used RideSource did not have an alternative for transportation.

Rob Zako, Eugene, representing Better Eugene-Springfield Transportation (BEST), distributed a document titled *Step 1: Comprehensive Operational Analysis*. He encouraged LTD to operate more like a business, with customers, employees, and investors. He said a Comprehensive Operational Analysis (COA) was the first step in developing a business plan because it would provide answers to questions and facilitate making strategic decisions. He urged the Board to move forward with a COA.

ITEMS FOR ACTION AT THIS MEETING:

MOTION Consent Calendar: Mr. Wildish moved to remove Contract Amendment-Marketing and Communications Services and Emergency Procurement-Information Technology Services from the Consent Calendar. Mr. Yeh provided the second. Mr. Wildish indicated he wanted to remove the items in order to share the Finance Committee's discussions of them.

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

MOTION Mr. Gillespie moved to remove Contract-Independent Audit Services from the Consent Calendar. Mr. Necker provided the second.

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

MOTION Mr. Yeh moved that the Board adopt the following resolution: LTD Resolution No. 2017-07-19-046; It is hereby resolved that the Consent Calendar for July 19, 2017, is approved as amended. The Consent Calendar consisted of the Minutes of the June 21, 2017, Regular Board Meeting; Delegated Authority Report-June; Emergency Procurement-Diamond Express; Emergency Procurement-Oakridge Dial-A-Ride; Intergovernmental Agreement-Lane Council of Governments; Contract-Janitorial services and Supplies for Eugene Station,

Springfield Station, Neighborhood Stations and EmX Stations; Contract Amendment-2003-20 Lane Community College Group Pass; and Contract-Associated Students of the University of Oregon Group Pass.

VOTE The resolution was adopted as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

Contract - Independent Audit Services: Mr. Gillespie said he had been disappointed with audit services in the past and had expressed his concerns to LTD staff. He was pleased with the selection of a new firm that was familiar with transit districts and also conducted audits for TriMet.

Ms. Jackson clarified that the request was to award a contract to the audit firm, not to issue a solicitation. She explained that staff had issued a request for proposals (RFP) and received two proposals, both of which were rejected. Given the timing of the required audit, there was insufficient time to conduct another solicitation. Staff contacted other transit districts and discovered that TriMet had recently issued a solicitation for independent audit services and that RFP contained a clause that would allow another agency to use the same terms and conditions. Those met LTD's standards and the Board was being asked to allow the District to use the TriMet process and award a contract to the firm of Moss Adams.

Mr. Gillespie said the contract with Moss Adams would help to relieve his concerns.

Mr. Necker asked if Moss Adams had conducted previous audits for TriMet. Ms. Jackson said she would check on that. Mr. Wildish added that Moss Adams was a large national firm with extensive experience.

MOTION Mr. Necker moved Resolution No. 2017-07-19-047: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 1) The contract shall be in compliance with all applicable laws and regulations, and 2) Once any protest period has passed and no protest being received and/or such protests being resolved in accordance with Oregon law and the LTD Procurement Policy, the General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with Moss Adams, LLP for the purpose of auditing the LTD basic financial statements and providing other auditing and accounting services; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Gillespie provided the second.

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

Contract Amendment - Marketing and Communications: Mr. Wildish said the Finance Committee discussed with staff the type of return on investment that would be realized from

the contract. He said the contract review process had been very helpful and a good learning process for both the Board and staff. He had urged staff to require contractors to provide a list of deliverables in order to manage performance.

Mr. Yeh said Board members were interested in qualitative and quantitative evaluations of contracts, although the performance measures did not necessarily need to be tied to increased ridership or boardings on certain routes. Emphasizing expectations would help ensure contracting relationships did not become too comfortable.

MOTION Mr. Yeh moved Resolution No. 2017-07-19-048: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 1) The contract shall be in compliance with all applicable laws and regulations, and 2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with Bell and Funk for the purpose of continuing marketing, media placement and graphics production support; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Gillespie provided the second.

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

Emergency Procurement - Information Technology (IT) Services: Mr. Wildish said this procurement demonstrated the efforts of staff to comply with Board direction, but it was an example of why the Board should not create barriers. He pointed out the justification for the emergency procurement indicated that loss of key IT staff had created a cash flow situation involving a significant amount of money. He questioned whether the item needed to come before the Board given the emergency status and that the amount was less than \$150,000. He said the general counsel had determined that it probably did not need Board approval, but wanted Board members to discuss under what circumstances it was acceptable for staff to proceed without Board approval.

Mr. Nordin remarked that given the significant impact on District finances he did feel that it was appropriate for staff to move forward.

Mr. Wildish agreed and said in the case of an emergency staff should take action and inform the Board afterward.

Mr. Nordin asked if the contractor had to be familiar with the NOVUS software system. Ms. Jackson replied that it was not necessary as there were contractors with expertise in that technology, but LTD needed people to oversee and coordinate all the parts of LTD's software, including NOVUS. She said the procurement could result in multiple contractors.

Assistant General Manager Service Delivery Mark Johnson explained that LTD required a network expert and a sequel server expert, neither of which were specific to a particular software program, to bridge the gap until the vacant IT positions were filled.

Mr. Wildish asked if there was consensus that similar situations need not come to the Board first.

Mr. Yeh agreed that the general manager should be granted discretion to deal with emergency situations, on the condition that the Board should be informed after the situation was addressed.

Mr. Yett concurred with Mr. Yeh, with the caveat that the Board was notified if a dollar amount threshold was exceeded.

Ms. Denmark explained that the Board's contracting authority policy delegated to the general manager, or her designee, the authority to execute contracts up to \$150,000 and contract amendments up to \$150,000 or 10 percent, whichever was less.

Mr. Wildish noted that agenda packets contained reports on the contracts entered into under the general manager's authority.

MOTION Mr. Yeh moved Resolution No. 2017-07-19-051: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 1) The contract shall be in compliance with all applicable laws and regulations and 2) The general manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with a vendor for the purpose of providing on-call information technology services; and b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Nordin provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Necker, Nordin, Reid, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid (1)

Board Service Committee Discussion: Ms. Jackson said there had been a number of discussions with Board members about how to improve advisory committees to the Board. She noted the transition of the EmX Steering Committee to the Strategic Planning Committee (SPC) with an expanded role, as well as the increased responsibilities of the Finance Committee as a result of the new contract review procedures. She said the Service Committee was originally established for the broad purpose of reviewing details of the Annual Route Review (ARR) and making recommendations to the Board. She had noticed that the entire Board was interested in those details and consequently the committee spent a lot of time reviewing details, then the same information was presented by staff to the full Board and another in depth discussion was held.

Ms. Jackson said it was important that when a Board member devoted time to serve on a committee, there was a purpose to that meeting that served the Board of Directors. She asked if the Board would like to suspend the committee or find another purpose for it. She said it was important to clarify the District's governance structure and the purpose of various committees so that information could be posted on the LTD website to better inform the public about how decisions were made. She said the role of the Service Committee needed to be better defined.

Mr. Necker said the Service Committee primarily reviewed staff's recommendations and the following questions and held a discussion of those recommendations, which were typically forwarded to the Board as proposed.

Mr. Gillespie said that he found staff helpful during public presentations of proposed changes and their responses to questions were very good. He said that as a member of the Service Committee he received many questions about routes and services throughout the year. He said that he felt that function of the committee and staff responses to the public were good. He expressed that he thought it was one of the best committees for responding to the public.

Mr. Necker agreed that the committee's purpose to analyze service and respond to the public was very important.

Mr. Yeh asked the Board to consider whether the SPC should assume some of those functions. He wanted less confusion about ways in which the public could communicate with the Board. He hoped that the system could be streamlined.

Mr. Nordin said many changes were in progress and this was an appropriate time to evaluate the functions of committees.

Mr. Gillespie questioned whether the SPC had the willingness, ability, and level of knowledge to handle route reviews.

Ms. Jackson said it was not the intention of staff to eliminate the Service Committee, rather to more clearly define its purpose and functions to the public. She said one option might be to have the committee review all details of the ARR and proposed changes and forward a recommendation to the full Board that would be accompanied by an abbreviated presentation from staff, instead of duplicating the process at the committee and Board levels.

Mr. Necker pointed out that he and Mr. Gillespie, both members of the Service Committee, were leaving the Board when their terms expired in December 2017 and other Board members would need to fill those positions.

Mr. Yeh asked Mr. Gillespie to explain his concerns about the SPC filling the Service Committee role. Mr. Gillespie said that he thought the SPC's interests were broader. The Service Committee typically was presented recommendations along certain themes such as connectivity, full implementation of EmX West, service cuts, service expansion, and changes to specific routes. He said that he felt that the strategic planning committee was more conceptual and had a broader emphasis.

Mr. Yeh favored having the SPC perform those functions.

Mr. Gillespie suggested the Service Committee could focus on public contact.

Ms. Jackson said comments from Board members had been helpful and staff would develop suggestions for further discussions of the committee's purpose.

Gateway EmX: Ms. Jackson said that in June the Springfield Chamber of Commerce hosted a presentation on a Gateway EmX study that was funded by a local business. She said the presentation was also made last year to a committee of the Eugene Chamber of Commerce. She met with the local business and the consultant that conducted the study and learned that the business wanted to better understand transit and how to better move people about. She said the presentation was on point as LTD began developing a Strategic Business Plan to move forward. She added that she also learned that communications were critical, but transit tended to speak in its own technical language and its measures of successful operations did not necessarily make sense to the public. As an example, EmX was touted as being much more efficient than local bus service and cost less per passenger, but the public saw the amount of infrastructure necessary in order to operate the EmX service and wondered how that could be described as costing less than the fixed-route system. She said the common indicators used by transit agencies to measure efficiency and productivity were not well suited to communicating with the public about investments. The community was interested in a comprehensive view of the system and how all of the parts interacted and worked together and impacted service decisions.

Mr. Yett said he attended the presentations and generally agreed with Ms. Jackson, but thought it was not just an issue of cost; it was also about transparency and open, timely communication with cities, the public, and stakeholders about what was predicted and what was actually happening. A robust discussion of any divergence should follow. He said that based on his conversations, he felt that most of the public did not understand costs related to the fixed-route and EmX system. LTD should have an opportunity to respond to the study.

Mr. Necker asked how transparency should be accomplished. Mr. Yett replied that he felt it was incumbent on LTD as the recipient of public funds to report to the public on how the funds were spent and whether anticipated results had been achieved.

Ms. Jackson said that the Strategic Business Plan would help address transparency, accountability, and public engagement. She said communication must be a deliberate process in which LTD listened and responded to community needs. As part of the Comprehensive Operational Analysis (COA) the communications and marketing plan would be evaluated. That would help LTD determine how to improve transparency and better respond to the community about services and deliverables, rather than using the technical language of transit operations.

Mr. Yeh said he had some concerns about the methodology of the study presented to both Chambers of Commerce, but of particular concern was the conclusion that the public did not perceive EmX as significantly better than regular bus service. He said that he felt that bus rapid transit was a good model that fit the Eugene-Springfield area well, but LTD should listen to the public feedback.

Mr. Yett said the study, even if flawed, should be responded to and if LTD had better information and metrics to inform discussions of the study, those should be provided. The choices being made should be communicated clearly.

Mr. Gillespie said the biggest problem with Gateway EmX was the Gateway area. The mall and surrounding area had gone through many changes recently and the layout was no longer friendly to pedestrians or automobiles. He said that he was interested in the lessons

learned during the EmX West project and thought it had great potential. He said Gateway EmX may yet have potential.

Mr. Wildish said that he viewed the study in a positive light as it demonstrated someone was interested in the community and doing a better job with transit. He did not believe that EmX was more efficient and cost effective than regular service. He said it was LTD's responsibility to make adjustments when the demand for service was less than what was being provided. Dollars being spent on a particular route could be spent elsewhere in the system. He agreed that LTD should respond soon to the report and determine whether adjustments could be made to the Gateway EmX service.

Strategic Business Plan: Ms. Jackson said a Comprehensive Operational Analysis was the foundation for development of a Strategic Business Plan. The COA would review all aspects of the District's operations - the system, operations, administration, communications, capital resources - and how they strategically aligned. Included in the review would be the fixed-route, demand response, Diamond Express, van pool, EmX, taxi and South Lane Wheel, and the resources necessary to provide those LTD services. She said a reality check of the reliability, effectiveness, safety, and timeliness of current services was the first step. Also part of the process was determining who in the community that transit was not responding to. This would need an analysis of the potential market to identify who was not riding the bus because it was not convenient or because it could not get them to essential destinations. The COA would also determine whether resources and facilities were appropriate to provide required services.

Ms. Jackson said the tentative timeline for the COA was aggressive, with a solicitation to be issued September 1, 2017, and a contract award by October 31, 2017. She said the SPC had recommended expediting the COA process. She asked Board members to suggest any issues that should be included in the COA so they could be included in the solicitation.

In response to a question from Mr. Yett, Ms. Jackson said the COA contractor would help LTD procure a firm to develop the Strategic Business Plan.

Mr. Yeh commented that the SPC supported an expedited timeline for the COA, as did feedback from constituents. He said that he was pleased with the District's direction.

MOTION Mr. Yeh moved that the Board instruct the general manager to follow the timeline as presented of the Comprehensive Operational Analysis to allow the project to be completed in an expeditious manner that supports the District's decision-making processes surrounding transportation, infrastructure and service investments. And that the general manager shall report back to the Board no later than September 1 on the status of the Comprehensive Operations Analysis. Mr. Necker provided the second.

Mr. Yett asked if any West Coast transit agency had recently issued a COA solicitation that the staff could use. Ms. Jackson said there had been no recent solicitations. She said LTD's solicitation would be unique because there was not a previous COA in place; the selected firm would develop a template for the COA.

Mr. Wildish said the COA would help LTD develop a plan and compete for new state resources.

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

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports: Mr. Yeh reported that the SPC was recruiting new members and would elect a new chair at its August 1 meeting. He said the SPC membership application would be posted on the LTD website and asked Board members to encourage interested members of the community to apply.

Mr. Gillespie announced that the Oregon MPO Consortium (OMPOC) would be meeting on August 11.

EmX West Update: Director of Facilities Joe McCormack reported that earthwork had been under way for the past 37 months and many milestones reached, including utility relocations, traffic signal pole installations, concrete busway and station platforms and structures. He said new traffic signals were activated last week to allow EmX vehicles to traverse the corridor. He said a few details remained, but would be completed by the launch of the service.

Director of Transit Operations Jake McCallum reported that a supervisor of the new service had been selected and a training team had begun operating buses on the corridor to prepare for operator instruction. He said 19 trainers would train about 150 operators on the route. He said operators-in-training would be operating on the route, but passengers would not be aboard the buses until the service launch on September 17.

In response to a question from Mr. Nordin, Mr. McCallum said that EmX was no longer considered a specialty and all new operators were trained to operate EmX vehicles.

Director of Public Affairs Edward McGlone said staff were preparing for the grand opening of the EmX West service and working with key elected officials to identify speakers and those who would be recognized at the event. He said there was a communications plan to inform current and potential riders about the new service.

Ms. Jackson said launching EmX West was a huge milestone for LTD. It was one of the largest public works projects in the area and took the efforts of the entire organization to make it happen. She commended the extraordinary work of staff to complete the project on schedule.

Legislative Update: Mr. McGlone stated that the transportation package approved by the legislature included an increase in Special Transportation Funds (STF) for elderly and disabled transportation. He said that more than \$9 million for the biennium represented an increase over what was anticipated, although it was not yet clear how the funds would be appropriated. Staff was working with the Oregon Department of Transportation (ODOT) to encourage that the funds be distributed through the standard formula. He said if that

occurred it would reduce the amount LTD had to transfer from the General Fund to the Accessible Services Fund.

Mr. McGlone said that LTD received \$5 million from the state lottery for capital construction to help support the existing EmX infrastructure. He said the transit components of the transportation package had not changed since his last report to the Board and he expected LTD to receive \$7 million annually from those funds. He said the Governor was delaying signing the bill to reduce the amount of time those who opposed the transportation package had to gather signatures to refer the legislation to the ballot. He said there would be more certainty about the matter in early September.

Mr. McGlone said collection of the employee payroll tax for transit would begin on January 1, 2018, but distribution would not begin until January 1, 2019, allowing sufficient time for rule-making by the Oregon Transportation Commission (OTC). He said the OTC had authorized ODOT to do the rule-making and he anticipated there would be considerable input from the Transit Advisory Committee (TAC) on which LTD had a seat. Some of the issues to be addressed were:

- how will the distribution process to transit agencies work
- how will the transit competitive capital grant program function
- how will the distribution of inter-city funds work
- how will the rule-making process work

Mr. McGlone said LTD would be required to develop a Transportation Improvement Plan and establish an advisory committee to approve the plan as a requisite to receiving funds. An internal workgroup had been established representing all parts of LTD and would meet in August to review the legislation and begin the planning process in concert with the Board.

Board Support Discussion: Clerk of the Board Camille Straub provided an overview of the level of support currently provided to the Board, which also included greater Board involvement in the organization's leadership and decision-making processes. She said staff had identified several areas in which Board support could be enhanced and briefly reviewed some of the improvements that had been made, such as streamlining the orientation process for new Board members.

Ms. Jackson asked for volunteers to work with Ms. Straub to further refine the orientation process and SharePoint Information Resource Management site.

2017 Business Commute Challenge (BCC): Business Commute Challenge Coordinator Cody Franz reported on the recently completed and very successful BCC. He said that 2017 had the highest number of participants and saved more than 100,000 miles traveled. He shared statistics on the alternate transportation modes used by participants. He said community partnerships were essential to the event's success and recognized sponsors who had donated cash or prizes of over \$1,500. Donations to the event totaled more than \$10,000. He described the various events hosted during the BCC.

Mr. Franz said that surveys were sent to participants shortly after the BCC and again six months later. The surveys were used to identify mode shifts and the duration of shifts. He shared quotations from a number of survey participants that illustrated the spirit of the BCC.

He thanked Ms. Jackson and Mr. Johnson, whose challenges to LTD employees more than tripled LTD's participation rate.

Mr. Wildish said that he appreciated the efforts of staff to make the BCC a success. He had recognized that taking the bus to meetings in downtown was much easier and more convenient than driving a car. The BCC showed people how transportation options could benefit them.

Transit-Oriented Development Federal Transit Administration (FTA) Grant - River Road Transit Community Implementation Plan: Senior Project Manager Sasha Luftig introduced Zach Galloway, Senior Planner with the City of Eugene, and presented information about the grant project. She said that LTD was working with the City of Eugene on the MovingAhead project and the only corridor that met the grant guidelines was the River Road EmX alternative, which aligned well with multiple LTD and Eugene projects, including the Santa Clara Community Transit Center and the River Road/Santa Clara neighborhood plan.

Ms. Luftig said LTD was the lead applicant because the applicant had to be a transit agency and the City of Eugene would manage the project.

Mr. Galloway said the project built on collaboration between LTD and the City. He highlighted the River Road focus area on a map and said its evaluation during the MovingAhead process provided an opportunity to look at transit planning in conjunction with land use and development patterns. He said developing a River Road/Santa Clara neighborhood plan at the same time had generated excitement about the corridor and the broader neighborhood. The grant would allow for a much more detailed examination of the corridor, which had been identified through the Envision Eugene process as one of five key transit corridors. He said the additional funding would also allow the neighborhood plan to be more fully developed with associated implementation in the form of land development standards and land use code to assure the vision was realized.

Mr. Necker left the meeting at 8:00 p.m.

Continuing, Mr. Galloway said deliverables under the grant included a study that would provide a foundational analysis of the real estate and housing market along the corridor that would inform a triple transit analysis. A corridor master plan would be developed through a design charrette to facilitate public outreach and decision-making that would result in options for a plan that was transit-supported, walkable, and serve future transit investments well. He said that he hoped the project would serve as a model for other transit corridors in the community.

Ms. Luftig said the intergovernmental agreement between LTD and the City of Eugene would be presented to the Finance Committee in September and staff would work together to develop a solicitation for a consultant.

Mr. Wildish said the project represented a great opportunity to make efficient and effective use of available resources.

Monthly Financial Report – April: Ms. Shew reviewed the April 2017 year-to-date 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 –June: There were no questions.

Monthly Cash Disbursements – May: Mr. Nordin asked for clarification on the \$250,000 expenditure for marketing services. Ms. Shew said the payment was for electronic transit information displays for the EmX West project.

Monthly Performance Reports - April/May: There were no questions.

Monthly Department Reports – June: There were no questions.

ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD: Mr. Nordin said his concern was regarding what LTD could do to address the general problem of energy, pollution, and global warming. Solar energy was a visible strategy that the community would accept quite well. He said that a mechanism for accomplishing that without spending funds could be the issuance of a Request for Proposals (RFP) for inviting partner, similar to ODOT's approach with the solar collection project that provided power for the Interstate 5 and 80 corridors. He said such a project would complement LTD's current efforts to reduce diesel emissions. He asked the Board to schedule a formal discussion of asking others to join the District in a partnership that could benefit the entire community and vote on whether the Board wished to pursue the idea.

Mr. Wildish determined there was consensus to support Mr. Nordin's request.

Mr. Gillespie asked that the Board schedule a discussion of the Human Resource Committee similar to that proposed for the Service Committee. He said that recently the HR Committee had focused primarily on the general manager evaluation, but he hoped its role could be expanded to include closer connection to the contract bargaining process.

Ms. Jackson suggested that Mr. Gillespie could work with Ms. Straub on the clarification of committee purposes and recommendations to the Board about committee functions.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 8:25 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Ed Necker
Board Secretary

Camille Straub
Clerk of the Board

Date Approved:_____

**LANE TRANSIT DISTRICT
DELEGATED AUTHORITY REPORT
July/August 2017**

DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	FREQUENCY	CONTRACT VALUE	SIGNER	NOTES
WEE Complimentary Group Passes								
8/15/2017	Northwest Self Storage	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 3 total employees
8/16/2017	Olive Plaza	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 10 total employees
8/23/2017	Lane County Medical Society	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 4 total employees
8/28/2017	ServiceMaster Commercial Cleaning	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 7 total employees
8/28/2017	Pit Stop USA	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 11 total employees
8/28/2017	Cedar Works Spa and Salon	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 6 total employees
8/29/2017	Ye Olde Pancake House	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 6 total employees
8/29/2017	Bryson Distributing, LLC	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 17 total employees
8/29/2017	Five Guys Burgers and Fries	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 22 total employees
8/29/2017	Signs Now	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 3 total employees
8/30/2017	H&H Veterinary Care	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 19 total employees
8/31/2017	Courtesy Inn	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 3 total employees
8/31/2017	Rosta & Connelly, P.C.	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 3 total employees
8/31/2017	Jean Valjean, LLC dba Hampton Inn Eugene	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific		C. Washington	Agreement for up to 25 total employees
8/31/2017	Marley's Monsters	West Eugene EmX Community Outreach	Group Pass	NA	Project Specific	\$ -	C. Washington	Agreement for up to 2 total employees
Contracts								
7/3/2017	Lane Council of Governments (LCOG)	Minutes Recorder Services	Intergovernmental Agreement	Jul 1, 2017 - until terminated		\$41.99/hr.	C. Washington	Minutes recording for meetings of Strategic Planning Committee, RideSource Call Center Advisory Committee, Board of Directors, and Accessible Transportation Committee
7/5/2017	University of Oregon Police Department	U of O Staff and Graduate Student (2017 calendar year)	Group Pass	Jan 1, 2017 - Dec 31, 2017	annual renewal	\$ 343,687.62	R. Hoskins	Change Notice #7; Extends contract through December 31, 2017
7/10/2017	Transportation Management and Design	On-Call Scheduling Assistance and HASTUS Coaching	Fixed Price, Labor Hour	Jul 1, 2017 - Jun 30, 2017	2-year base; plus 3 option years	\$ 26,287.00	A. Jackson	
7/11/2017	Medical Transportation Management (MTM)	RideSource Call Center and Special Transportation Fleet Operations	Firm, Fixed Monthly Fee & Variable Fixed Rate per Trip	Jun 22, 2017 - Aug 31, 2021	50-month base; plus three 2-year options	\$ 26,239,104.32	A. Jackson	
7/11/2017	Doug's Place Restaurant & Catering	Catering for LTD Bus Roadeo	Fixed Price	July 16, 2017	One Time	\$ 3,542.55	C. Washington	
8/7/2017	John Hachmann	Procurement Assistance	Contract Amendment	Jul 1, 2017 - Dec 31, 2017	6 months extension	\$ 30,000.00	A. Jackson	Extends contract for an additional 6 months through December 31, 2017.
8/7/2017	RideAble	Auction Benefit Dinner	Sponsorship	Project Specific	Project Specific	\$ -	C. Washington	
8/14/2017	Oregon Department of Transportation	Agreement 31455 - Diamond Express Vehicle Purchase	Grant	Jun 29, 2017 - Dec 31, 2018	NA	\$ 169,069.00	A. Jackson	
8/16/2017	Mark Hay	Maintenance Department Administrative Support	Fixed Price, Labor Hour	Jul 1, 2017 - Jun 30, 2017	1-year base; plus two 6-month option extensions	\$ 80,000.00	M. Johnson	
8/25/2017	Trapeze Software Group, Inc.	Amendment Two	Contract Amendment	NA	NA	\$ 8,918.17	C. Washington	Additional Hardware for equipment related to software upgrade

DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	FREQUENCY	CONTRACT VALUE	SIGNER	NOTES
08/25/2017	Trapeze Software Group, Inc.	Amendment Three	Contract Amendment	NA	NA	\$ (62,400.00)	C. Washington	Reduces the total price of the agreement to \$924,587.26 as a result of Management Discout from Trapeze for returned equipment.
08/28/2017	Whole Foods Market	Oregon Drive Less Connect Sponsorship	Sponsorship	Sep 1, 2017 - Sep 30, 2017	Project Specific	\$ 500.00	M. Johnson	
08/28/2017	Bike Friday	Oregon Drive Less Connect Sponsorship	Sponsorship	Sep 1, 2017 - Sep 30, 2017	Project Specific	\$ 500.00	M. Johnson	
08/28/2017	Unique Eugene	Oregon Drive Less Connect Sponsorship	Sponsorship	Sep 1, 2017 - Sepr 30, 2017	Project Specific	\$ 1,000.00	M. Johnson	
08/30/2017	Oregon Department of Transportation	ConnectOregon Grant 30139 - Amendment 4	Grant	Aug 30, 2017 - Dec 31, 2018	NA	\$810,000.00 + \$125,000 match	A. Jackson	Amendment to adjust milestone dates
08/31/2017	Wannamaker Consulting, Inc.	Main Street - Planning and NEPA Services	Fixed Price, Labor Hour	Aug 1, 2017 - Jul 31, 2019	2-year base; plus 1 option year	\$ 133,734.40	A. Jackson	
08/31/2017	Wannamaker Consulting, Inc.	MovingAhead - Planning and NEPA Services	Fixed Price, Labor Hour	Aug 1, 2017 - July31, 2018	1-year base; plus 1 option year	\$ 140,520.00	A. Jackson	
08/31/2017	Ninfa's Elite Janitorial Service	Cleaning Services for Eugene, Springfield and Willow Creek Stations	Firm, Fixed Price with Fixed Monthly Fee	Aug 31, 2017 - Aug 30, 2019	2 year base term, plus 3 option years	\$ 631,288.56	A. Jackson	Contractor allowed to add 5% handling fee to cost of supplies
08/31/2017	Ninfa's Elite Janitorial Service	Cleaning Services for Neighborhood Stations and Bus Shelters	Firm, Fixed Price with Fixed Monthly Fee	Aug 31, 2017 - Aug 30, 2019	2 year base term, plus 3 option years	\$ 333,968.64	A. Jackson	Contractor allowed to add 5% handling fee to cost of supplies
08/31/2017	Ninfa's Elite Janitorial Service	Cleaning Services for EmX Stations	Firm, Fixed Price with Fixed Monthly Fee	Aug 31, 2017 - Aug 30, 2019	2 year base term, plus 3 option years	\$ 504,960.00	A. Jackson	

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2017

ITEM TITLE: CONTRACT APPROVAL – INTERGOVERNMENTAL AGREEMENT FOR THE RIVER ROAD TRANSIT COMMUNITY IMPLEMENTATION PLAN BETWEEN THE CITY OF EUGENE AND LTD

PREPARED BY: Sasha Luftig, Senior Project Manager

ACTION REQUESTED: Approval

Please disclose any actual or potential conflict of interest.

PURPOSE/OBJECTIVE: This action will authorize the general manager, or designee, to enter into contract with the City of Eugene for the purpose of developing the River Road Transit Community Implementation Plan.

DESCRIPTION/JUSTIFICATION: LTD, in partnership with the City of Eugene, was awarded \$450,000 from the FTA Transit-Oriented Development (TOD) Planning Pilot Program. The grant funds will be used by the City of Eugene and LTD to develop the River Road Transit Community Implementation Plan. The Intergovernmental Agreement authorizes the City of Eugene to administer the TOD planning project.

CONTRACT HISTORY: On October 11, 2016, FTA announced the award of \$450,000 to LTD for TOD planning project, the River Road Transit Community Implementation Plan. FTA's TOD Pilot Program provides grants for planning work around the country, helping communities integrate land-use and transportation planning efforts as they improve their transit systems. The program helps localities plan improved access to transit, jobs, education and services, and helps revitalize communities by attracting new business opportunities, jobs, and housing. In addition, the program seeks to connect people to opportunities through multi-modal access to transit stations and to enhance connectivity of disadvantaged populations to essential services.

One of the requirements of eligibility for FTA's TOD Pilot Program grant is that the project be associated with an eligible transit capital project. The River Road Corridor, one of five corridors being evaluated as part of the MovingAhead Project, is the only Corridor with a design alternative that meets the eligibility requirements. Along with MovingAhead, the City of Eugene will soon begin work on the River Road-Santa Clara neighborhood plan. Additionally, River Road is the site of LTD's Santa Clara Community Transit Center. These projects provide context and create important synergy for the River Road Transit Community Implementation Plan.

The Plan will examine ways to increase density, mixed-use development and bicycle and pedestrian access while maintaining desired aspects of neighborhood character in a corridor where a bus rapid transit line is planned. Final outcomes will include comprehensive plan changes, zoning code changes, amendments to the city's capital improvement program, and an analysis of the plans' impacts on transit ridership and revenues.

AGENDA ITEM SUMMARY

CONTRACT APPROVAL – IGA - CITY OF EUGENE

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PROCUREMENT IMPACT: None at this time.

POLICY IMPACT: LTD Resolution No. 2017-03-15-011 requires that contracts exceeding \$149,999 must be presented to the Board of Directors for approval.

ECONOMIC IMPACT: The FTA grant has a local match requirement of \$114,000. The City of Eugene will be responsible for \$79,800 and LTD will be responsible for \$34,200 of the local match requirement. Each party will contribute in-kind funds in the form of staff time to comply with the local match requirement.

FUNDING SOURCE: FTA TOD Pilot Planning Program grant

REQUIRED REPORTING: As grant recipient, LTD is responsible for financial reporting to FTA. Upon request by LTD, the City will submit necessary documentation to facilitate LTD's effective reporting.

RECOMMENDATIONS: Authorize the general manager, or designee, to enter into contract with the City of Eugene for the purpose of developing the River Road Transit Community Implementation Plan.

IMPACT IF NOT APPROVED: LTD and the City of Eugene will not expend the TOD Pilot Planning Program grant funds to develop the River Road Transit Community Implementation Plan.

PROJECT CLOSEOUT TEAM: Director of Planning and Development; Senior Project Manager

ATTACHMENTS: Resolution No. 2017-09-20-57

PROPOSED MOTION: Resolution No. 2017-09-20-57: be it resolved that Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a Resolution as follows:

1) The IGA between LTD and the City of Eugene regarding the development of the River Road Transit Community Implementation Plan shall be in compliance with all applicable laws and regulations.

2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into an IGA for the purpose of the development of the River Road Transit Community Implementation Plan in an amount not to exceed \$34,200; and (b) as needed, execute amendments to the IGA not to exceed a cumulative total of 10% of the initial IGA price or \$150,000, whichever is less.

RESOLUTION NO. 2017-09-20-57

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN LANE TRANSIT DISTRICT AND THE CITY OF EUGENE REGARDING DEVELOPMENT OF THE RIVER ROAD TRANSIT COMMUNITY IMPLEMENTATION PLAN

WHEREAS, Lane Transit District (LTD) is authorized to enter into intergovernmental agreements ("IGAs") with other units of local government pursuant to ORS 190.010;

WHEREAS, pursuant to LTD resolution No. 2017-03-15-011, the LTD Board of Directors is the LTD Contract Review Board and is required to authorize all IGAs exceeding \$149,999;

WHEREAS, the Contract Review Board has authorized the LTD Finance Committee to review and recommend action on IGAs prior to those IGAs being presented to the LTD Board for review and approval; and

WHEREAS, the Finance Committee reviewed the proposed IGA between LTD and the City of Eugene regarding the development of the River Road Transit Community Implementation Plan, and recommended adoption.

NOW, THEREFORE, BE IT RESOLVED that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a Resolution as follows:

1) The IGA between LTD and the City of Eugene regarding the development of the River Road Transit Community Implementation Plan shall be in compliance with all applicable laws and regulations.

2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into an IGA for the purpose of the development of the River Road Transit Community Implementation Plan in an amount not to exceed \$34,200; and (b) as needed, execute amendments to the IGA not to exceed a cumulative total of 10% of the initial IGA price or \$150,000, whichever is less.

ADOPTED BY THE LANE TRANSIT DISTRICT ON THIS _____ DAY OF _____, 2017.

PRESIDENT, Gary Wildish

ATTEST:

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2017

ITEM TITLE: IGA FOR DEVELOPMENT OF A SECTION 5307 PROGRAM OF PROJECTS

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: Adopt Resolution 2017-09-20-58 approving IGA between LTD and LCOG outlining cooperative tasks for completion of an FTA-Required Section 5307 Program of Projects (POP) to be included in the MPO Metropolitan Transportation Improvement Program (MTIP)

BACKGROUND:

To receive a grant under Section 5307, a recipient (LTD) must meet certain requirements concerning public participation in development of a Program of Projects (POP) and must certify to compliance with these requirements. Under federal regulation, LTD may satisfy these requirements in whole or in part through the development of the Central Lane Metropolitan Planning Organization's (MPO) Metropolitan Transportation Improvement Program (MTIP) and the local coordinated public transit-human service transportation plan.

LCOG is the designated MPO for the greater Eugene-Springfield urbanized area. It was established in 1973 by the Governor of Oregon. All MPO policy responsibilities lie with the Metropolitan Policy Committee (MPC). MPC adopts the Metropolitan Transportation Improvement Program (MTIP), as well as the long-range Regional Transportation Plan, the Unified Planning Work Program, and the Public Participation Plan.

The proposed Intergovernmental Agreement (IGA) outlines the set of cooperative tasks between LCOG and LTD that would satisfy LTD's requirements for conducting public participation in the development of the Program of Projects (POP). This is accomplished by incorporating the POP into the development of the Metropolitan Transportation Improvement Program adopted by the Metropolitan Policy Committee. The LTD Board has two voting members on that committee.

Development of the IGA was listed as a corrective action by FTA in its recent Triennial Review of LTD. LTD staff have been working with LCOG staff in the development of the attached draft IGA. Under LCOG's procedures, this IGA would be signed by LCOG's Executive Director. The IGA commits LTD and LCOG to carry out the following tasks as part of the development of the Metropolitan Transportation Improvement Program:

1. Working together, LTD and LCOG will make available to the public information concerning the amount of funds available under the Section 5307 Program and the Program of Projects (POP) that LTD proposes to undertake with these funds;
2. Working together, LTD and LCOG will develop a proposed POP for activities Lane Transit District will finance using 5307 funds, in consultation with interested parties, including private

transportation providers and human services organizations or transit operators representing the employment- related transportation needs of welfare recipients and low-income individuals;

3. Through its Metropolitan Transportation Improvement Program (MTIP) process, the Central Lane Metropolitan Planning Organization (LCOG) will publish the proposed POP in sufficient detail and in such a manner as to enable affected members of the public, private transportation providers, representatives of welfare recipients and low-income individuals, and, as appropriate, local elected officials, reasonable and adequate opportunity to examine the proposed program and to submit comments on the proposed program and on the performance of the recipient;
4. Working together, LTD and LCOG will ensure the MTIP document explicitly states that public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the POP requirements of the Section 5307 Program.
5. Through its Metropolitan Transportation Improvement Program process, the Central Lane Metropolitan Planning Organization will provide an opportunity for a public hearing to obtain the views of the public on the proposed POP;
6. Lane Transit District will ensure that the proposed POP provides for the coordination of Section 5307 public transportation services with transportation services assisted with other federal sources;
7. Working together, LTD and LCOG will consider comments and views received, including those of private transportation providers and human services organizations or transit operators representing the employment-related transportation needs of welfare recipients and low-income individuals, in preparing the final POP; and
8. The Central Lane Metropolitan Planning Organization will publish and make available to the public the final POP presenting an annual listing of obligated projects as part of the final MTIP to be adopted by MPC.

ATTACHMENTS: Draft MPO-LTD IGA for Program of Projects Cooperative Procedures

PROPOSED MOTION:

Resolution No. 2017-09-20-58: Be it resolved that the Lane Transit District Board of Directors acting as the LTD Contract Review Board, passes a Resolution as follows:

- 1) The IGA between LTD and LCOG regarding Section 5307 funding requirements shall be in compliance with all applicable laws and regulations.
- 2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into an IGA for the purpose of meeting Section 5307 funding requirements, which is a non-monetary agreement; and (b) as needed, execute non-monetary amendments to the IGA.

RESOLUTION NO. 2017-09-20-58

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN LANE TRANSIT DISTRICT AND LANE COUNCIL OF GOVERNMENTS REGARDING SECTION 5307 FUNDING REQUIREMENTS

WHEREAS, Lane Transit District (LTD) is authorized to enter into intergovernmental agreements (“IGAs”) with other units of local government pursuant to ORS 190.010;

WHEREAS, the General Manager has directed that the LTD Board of Directors, as the LTD Contract Review Board, authorize this IGA, as this IGA is a corrective action in response to the Federal Transit Administration’s FY2017 Triennial Review of LTD; and

WHEREAS, the LTD Board of Directors reviewed the proposed IGA between LTD and LCOG regarding Section 5307 funding requirements and recommended adoption.

NOW, THEREFORE, BE IT RESOLVED that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a Resolution as follows:

1) The IGA between LTD and LCOG regarding Section 5307 funding requirements shall be in compliance with all applicable laws and regulations.

2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into an IGA for the purpose of meeting Section 5307 funding requirements, which is a non-monetary agreement; and (b) as needed, execute non-monetary amendments to the IGA.

ADOPTED BY THE LANE TRANSIT DISTRICT ON THIS ____ DAY OF _____, 2017.

PRESIDENT, Gary Wildish

ATTEST:

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 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. **Strategic Planning Committee (SPC):** This committee generally meets every two months and is composed of Chair Carl Yeh and Board Members Gary Gillespie and Kate Reid, members of local units of government, and community representatives. At the August 1 meeting, committee members received a legislative update, discussed the plans for the development of a COA, received an update on the EmX West launch, and updates on standing projects. At the September 5 meeting, committee members received an update on the Eugene Bike Share title sponsor, station placement, pricing structure, and launch schedule. Updates also were given on SPC membership composition; the procurement process timeline for the COA; a funding update in relation to the passage of HB 2017; an EmX West launch update; and updates on standing projects.
2. **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 August 3 meeting, committee members discussed the following MPO issues: FY18 congestion mitigation and air quality (CMAQ), FY19 CMAQ program design, received a legislative update, and discussed the 2021-2024 statewide transportation improvement program. The September 7 meeting was canceled.
3. **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 August 9 meeting, committee members received a legislative update regarding HB 2017, an update on the 2021-24 STIP program, and an update on the new member recruitment process. At the September 13 meeting, committee members received a presentation on the Port of Siuslaw, and updates on HB 2017 implementation, 2018-21 STIP amendment to incorporate HB

2017 projects, the 2021-24 STIP program, and Oregon Transportation Commission input for the October workshop.

4. **LTD Board Finance Committee:** The Board Finance Committee is composed of Chair Gary Wildish and Board Members Carl Yeh and Ed Necker. Meetings are scheduled on an as-needed basis. The August 14 meeting was canceled. At the September 12 meeting, committee members reviewed contracts to be presented to the Board for approval.
5. **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 and Board Member Steven Yett serves as the Pension Trustee-elect. At the September 13 meeting, committee members discussed the Q2 2017 investment performance and the August investment performance update for the ATU plan and the salaried employee's retirement plan.
6. **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 September 19 meeting, committee members received EZ Access updates, discussed the ¾ mile ADA boundary, and received program updates.

NO MEETINGS HELD:

7. **Lane Council of Governments (LCOG) Board of Directors:** LTD Board Member Carl Yeh represents LTD on the LCOG Board of Directors as a non-voting member, with Board Member Don Nordin as alternate. The next meeting is scheduled for September 21.
8. **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 has not been scheduled.
9. **LTD Board Human Relations Committee:** The Board Human Relations Committee is composed of Chair Gary Gillespie and Board members Gary Wildish and Carl Yeh. The next meeting has not been scheduled.
10. **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 Steven Yett and Kate Reid serve as LTD's representatives on this committee. The next meeting has not been scheduled.
11. **LTD Board Service Committee:** The Board Service Committee is composed of Chair Ed Necker and Board Member Gary Gillespie; the third position is vacant. Meetings are scheduled on an as-needed basis. The next meeting has not been scheduled.
12. **Moving Ahead 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 Don Nordin and Gary Gillespie serve as LTD's representative on this committee; the second position is currently vacant. The next meeting has not been scheduled.

September 20, 2017

MEMORANDUM

TO: Springfield City Council

FROM: Cody Franz, Transportation Options Specialist
Theresa Brand, Transportation Options Manager

RE: Smart *Trips* Thurston Program Update

Program Summary:

The Smart *Trips* individualized outreach and education program targeted 3,015 residents in Springfield, Oregon's Thurston neighborhood from 62nd Street to 75th Street. Smart *Trips* is a locally, regionally, and nationally recognized individualized outreach and education program that promotes available transportation options to residents within a defined target area.

The primary goals of the Thurston program were to:

- increase awareness of transportation options
- promote pedestrian and bicycle safety
- increase the use of alternative transportation modes
- reduce the drive-alone mode share along the Main Street corridor

This program was successful. Staff delivered 591 travel information kits, resulting in a 13.8 percent household participation rate.* The program garnered positive feedback with an overwhelming number of participating households indicating that they valued the customized information packets, the locally tailored transportation oriented events, and other encouragement materials and services.

One participant said "What a wonderful idea. This will help us learn the bus routes and times. And it will encourage us to walk and bike more (or at least know how far we are traveling)! Thanks so much!"

Smart *Trips* Events:

In addition to delivering travel information kits, Smart *Trips* hosted fun, free outreach events designed to encourage residents to try walking, biking, carpool, or transit. Examples of these events

*Other similar individualized marketing & outreach programs typically have a 9 to 13 percent participation rate.

included monthly bike tune-ups and dog walks as well as a bus ride to a baseball game. Through these events as well as tabling at various community events, Smart *Trips* reached 581 people. The table below summarizes the outreach events that were held during the household program. Note that some community events were not organized by Smart *Trips* staff, but they provided a perfect avenue for connecting with Springfield families.

Event Name	Date	Event Leader	Participants
Tune-up Tuesday	6/21/2016	Smart <i>Trips</i>	15
Helmet Giveaway tabling	6/27/2016	Springfield Public Library	90
Waggin' and Walkin'	6/29/2016	Smart <i>Trips</i>	15
Concert in Park tabling	7/13/2016	Willamalane Parks and Recreation District	100
Community Farm Ride	7/18/2016	Smart <i>Trips</i>	5
Waggin' and Walkin'	7/20/2016	Smart <i>Trips</i>	20
Tune-up Tuesday	7/26/2016	Smart <i>Trips</i>	12
Concert in Park tabling	7/27/2016	Willamalane Parks and Recreation District	80
Explore the Natural World	8/13/2016	Smart <i>Trips</i>	4
Waggin' and Walkin'	8/17/2016	Smart <i>Trips</i>	0
Bus to the Ballgame	8/18/2016	Smart <i>Trips</i>	35
Helmet Giveaway tabling	8/22/2016	Springfield Public Library	50
Tune-up Tuesday	8/23/2016	Smart <i>Trips</i>	11
It's a Hole in One!	8/27/2016	Smart <i>Trips</i>	23
THS Registration tabling	8/30/2016	Thurston High School	21
Smart <i>Trips</i> Celebration	9/3/2016	Smart <i>Trips</i>	100
Total			581

Program Evaluation:

To evaluate the impact of the 2016 Smart *Trips* Thurston program, the project team administered pre- and post-program surveys to all 3,015 target area households. The following evaluation summary reveals respondents' transportation behaviors, habits and attitudes, and demographics.

The key findings of this program evaluation, as reported by pre- and post-program survey respondents, are summarized below:

- Drive-alone mode share decreased 7.7 percentage points. There were corresponding increases of 2.3 percent in carpooling mode share, 1.7 percent in walking mode share, 1.6

percent in bus mode share, 1.2 percent in bicycling mode share, and 0.9 percent in “other” mode share.

- Based on a continuing decline in drive-alone trips, target area residents are estimated to drive 809,854 fewer vehicle miles annually, resulting in a reduction of 657,750 pounds of carbon dioxide emissions annually.
- More than eight out of 10 (84 percent) post-program survey respondents think that it is a good idea for the City of Springfield to help residents walk and bicycle more.
- Of post-program survey respondents who drive, nearly one quarter (24 percent) state they think they are driving alone less often than six months prior (a six percentage point increase from the pre-program survey)
- Almost half (45 percent) of post-program survey respondents took two or more trips by walking or bicycling in the week prior to taking the survey, compared to 36 percent in the preprogram survey.
- More than nine out of 10 (93 percent) post-program survey respondents think that walking and/or bicycling for transportation is good for their physical health.

Estimated Health Benefits:

In 2015, a team of researchers developed an Integrated Transport and Health Impact Modelling Tool (ITHIM) that can be used to measure the health impacts of increases in bicycling, walking, and transit. ITHIM compares changes in risk of cancer, stroke, depression, diabetes, heart disease, and other morbidities associated with a lack of physical activity and exposure to air pollution.

Using data from the 2016 Smart *Trips* Thurston Program pre- and post-program surveys and the 2009 Oregon Household Activity Survey (OHAS), analysis show that during the program, residents replaced some motor vehicle trips with more physically active modes such as walking and bicycling. When this change in levels of physical activity was analyzed using the Transportation Options Estimator Tool, this increase in physical activity was estimated to include the following societal benefits:

- Saved local residents and healthcare facilities approximately \$87,500 per year in healthcare-related expenses
- Contributed to two fewer disability-adjusted life years among local residents
- Prevent one pre-mature death every ten years among program participants.

6/30/2017

DRAFT

Lane Transit District
Revenue and Expenditure by Fund

Fiscal Year: P12 2017 (June 30, 2017 PRELIMINARY)

Excludes year-end transactions & adjustments, including but not limited to year-end revenue accruals, expense adjustments, invoices not received/paid.

	Year-To-Date through June 30, 2017					
	Annual Budget	Actual	P12 % of annual budget	P12 YTD B/(W) than Budget		Comments
				(pts)	\$\$	

GENERAL FUND

General Fund Revenues	47,822,707	43,657,927	91%	-9 pts	(4,164,780)	A
General Fund Expenditures & transfers	70,374,973	46,021,621	65%	35 pts	24,353,352	B
General Fund Revenues higher/(lower) than expenditures	(22,552,266)	(2,363,694)				

NOTE: \$23M shortage was to be covered by the beginning working capital

A: General Fund revenues are 4.2M unfavorable to budget. The key drivers for this are: 1) Payroll taxes (-\$3.3M), 2) Grant timing (-0.8M), 3) State in lieu (\$-0.1M). \$2.7M of the \$3.3M drop in payroll taxes is due to a taxpayer that overstated their LTD tax for several quarters and have now submitted amended returns resulting in a \$2.7M correction. The grant timing shortage is due to timing and was expected.

B: General Fund Expenditures are +1M favorable to Budget. The key drivers for this are: lower wages and associated fringe costs (+\$1.3M) & lower materials and services costs (\$2.1M), specifically: 1) non security professional & contract services (+\$0.7M) and 2) computer hardware support (+\$0.3M), 3) cleaning, maintenance, business expenses (\$0.4M), 4) training & travel (\$0.1M). Transfers to be made to the AS, MC & Capital Funds will increase the expenditure & transfer line by year-end.

MEDICAID FUND

Medicaid Fund Revenues	11,905,347	8,670,135	73%	-27 pts	(3,235,212)	C
Medicaid Fund Expenditures	12,086,047	9,513,039	79%	21 pts	2,573,008	C
Medicaid Fund Revenues higher/(lower) than expenditures	(180,700)	(842,904)				C

NOTE: \$181K shortage was to be covered by the beginning working capital

C: Medicaid revenues are lower than expenditures by \$0.8M. General Fund transfer June 30 YTD is only \$159K and budgeted transfer is \$275K. Additional \$116K transfer will still result in a shortage of \$727K. The payments for this account are still in the reconciliation process. Please see additional table clarifying Medicaid program details

Medicaid Fund details

		June 30 YTD		
NEMT-DMAP	Expenditure	437,443	Non emergency medical transportation (NEMT- Oregon Health Authority)	100% reimbursed based on EOY reconciliation. Reimbursed based on a cost per trip until reconciled
	Revenue	339,658		
Overage/(Shortage)		(97,785)		
NEMT-TRILLIUM	Expenditure	7,983,266	Non emergency medical transportation (NEMT- Oregon Health Authority)	100% reimbursed based on EOY reconciliation. Reimbursed based on a cost per trip until reconciled
	Revenue	7,617,430		
Overage/(Shortage)		(365,836)		
Waivered (non-medical)	Expenditure	891,907	Waivered (non-medical)	Invoiced monthly. Direct reimbursement for services. Not reconciled at the end of the year, but can work with the state to adjust the ride rate
	Revenue	467,692		
Overage/(Shortage)		(424,215)		

6/30/2017

DRAFT

**Lane Transit District
Revenue and Expenditure by Fund**

Fiscal Year: P12 2017 (June 30, 2017 PRELIMINARY)

Excludes year-end transactions & adjustments, including but not limited to year-end revenue accruals, expense adjustments, invoices not received/paid.

Year-To-Date through June 30, 2017

	Annual Budget	Actual	P12 % of annual budget	P12 YTD B/(W) than Budget		Comments
				(pts)	\$\$	

ACCESSIBLE SERVICES FUND

Accessible Services Fund Revenues	6,971,195	5,333,734	77%	-23 pts	(1,637,461)	D
Accessible Services Fund Expenditures	7,183,395	5,986,976	83%	17 pts	1,196,419	D
Accessible Services Fund Revenues higher/(lower) than expenditures	(212,200)	(653,242)				D

NOTE: \$212K shortage was to be covered by the beginning working capital

D: The Accessible Services Fund provides transit services to seniors and people with disabilities. These services are partially funded through 5310, STF, and 5311 programs with the balance coming from the General Fund. Accessible Service Fund revenues are lower than expenditures by **-0.7M**; however General Fund transfer June 30 YTD is only \$1.7M and budgeted transfer is \$2.5M. With the \$0.8M GF Transfer, AS Fund will be in alignment with Budget

CAPITAL PROJECTS FUND

Capital Projects Fund Revenues	65,684,063	22,162,612	34%	-66 pts	(43,521,451)	E
Capital Projects Fund Expenditures	65,684,063	36,082,342	55%	45 pts	29,601,721	F
Capital Projects Fund Revenues higher/(lower) than expenditures	0	(13,919,731)				
Revenues as a % of expenditures	100%	61%				

NOTE: Budgeted transfer from the general fund is \$18.5M

E: Capital Projects Fund revenues are **-\$44M** unfavorable to Budget, \$18.5M due to GF transfer not yet executed and \$25.5M due to grants still in the drawdown process. A portion of the grants associated with the expenditures through June 30 will be accrued for at year-end which should align revenues with expenditures closer to Budget.

F: Capital Projects Fund expenditures are **+\$30M** favorable to budget. Expenditures for the year (except for pCard ~\$70K) have been paid. Accruals will be made for some expenditures which were incurred prior to June 30, but not payable, but this is not expected to be significant. Expenditures and the general fund budget transfer is expected to remain lower than budget for the year.

AGENDA ITEM SUMMARY

DATE: September 20, 2017

ITEM TITLE: MONTHLY GRANT REPORT - JUNE

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 June 30, 2017. Drawdowns were processed for FTA and Connect Oregon grants, as well as WEEE Lottery Funds.

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 (closed), and OR-39-0008 (final draw down in progress).

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	\$ 534,329

2. [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 West Eugene EmX Extension (WEEE) project is proceeding as scheduled. With respect to this particular grant, the final draw down has been processed and the grant close-out activities have been initiated.

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	\$ 0

3. [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 (closed), and OR-39-0008 (grant close-out activities initiated).

49 USC 5309 - New Starts	\$51,397,774
Local	\$12,849,445
Total Eligible Amount	\$64,247,219
Funds Remaining	\$10,304,844

4. [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	\$ 120,739

5. [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 finalizing 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	\$ 215,867
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6. [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
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7. [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 Mobility Management (transportation assessments and transit training and host services). The project is proceeding as scheduled.

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

Funds Remaining	\$ 45,845
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8. [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). A draw down was processed which has essentially exhausted the unliquidated balance. Grant closeout activities will be initiated upon final reimbursement.

49 USC 5317 - New Freedom	\$78,524
Local	\$19,631
Total Eligible Amount	\$98,155
Funds Remaining	\$2,897

9. [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. The grant closeout activities will be initiated by the end of the fiscal year.

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	\$295,476

10. [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; grant closeout activities are being finalized.

49 USC 5339 - Alternatives Analysis Program (FY 2012 and prior)	\$750,000
Local	\$187,500
Total Eligible Amount	\$937,500
Funds Remaining	\$ 0

11. [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.

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

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

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

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

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 \$ 35,266

13. [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 \$ 210,669

¹ Federal Highway Administration
² Federal Highway Administration

14. [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	\$ 77,132

15. [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). To optimize available funding, LTD will coordinate the purchase of the vehicle funded by grant OR-2016-020-00. As such, the milestone dates have been revised for the 2017-2018 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

16. [OR-2016-020-00 | 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. As indicated above, LTD will coordinate this bus purchase with the two buses being acquired under grant OR-03-0122 to optimize available funding.

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

17. [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. The final expenditures are being reconciled to facilitate grant closeout.

Rural 5311 Funds for Rhody Express & ADA Services to Florence	\$160,056
Local	\$122,951
Total Eligible Amount	\$283,007
Funds Remaining	\$ 9,067

18. [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. All grant funds have been exhausted.

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

19. [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. The final expenditures are being reconciled to facilitate grant closeout.

Services for Seniors and Individuals with Disabilities	\$2,124,548
Local	\$ 243,164
Total Eligible Amount	\$2,367,712
Funds Remaining	\$ 321,405

20. [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) Inter-city funds. This grant funds inter-city public transportation, preventative maintenance, marketing, and transit service operations for customers traveling between Eugene and Oakridge. The final expenditures are being reconciled to facilitate grant closeout.

5311(f) Intercity Transit Service	\$190,508
Local	\$173,348
Total Eligible Amount	\$363,856
Funds Remaining	\$ 25,216

21. [30840 ODOT | 2015-17 | FHWA-TO Rideshare](#)

Current Status: Active (Executed, expires June 30, 2018)

This grant award is for \$115,410 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. As indicated, the grant was extended another year; the project is ongoing.

Funding to Reduce Single-Owner Vehicle Travel	\$ 115,410
Local	\$ 0
Total Eligible Amount	\$115,410
Funds Remaining	\$ 52,982

22. [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

23. [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	\$2,593,438

24. [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	\$646,274

25. [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

26. [31923 ODOT | 2017-19 5311 Project Administration and Operations](#)

Current Status: Active

This is a Rural Areas Program 5311 formula funded grant. The 5311 allocation of \$160,056 requires a 43.92 percent match for operating and a 10.27 percent match for capital, planning, and administration. This project includes funding for administrative and operations activities in support of public transportation service in and near the City of Florence.

Project Administration and Operations for service in and near the City of Florence	\$160,056
Local	\$122,950
Total Eligible Amount	\$283,006
Funds Remaining*	\$160,056

*Note: No expenditures are reflected as this grant was just recently awarded; expenditures will be initiated during this Fiscal Year.

27. [32010 ODOT | 2017-19 Region 2 STF Operating](#)

Current Status: Active

This STF grant funds special transportation services benefitting seniors and individuals with disabilities.

Operating	\$1,754,618
Local	\$0
Total Eligible Amount	\$1,754,618
Funds Remaining*	\$1,754,618

*Note: No expenditures are reflected as this grant was just recently awarded; expenditures will be initiated during this Fiscal Year.

28. [32197 ODOT | 2017-19 Region 2 5310 Capital, Operating and Planning](#)

Current Status: Active

This 5310 grant program will fund special transportation services benefitting seniors and individuals with disabilities. This project includes funding for contracted service, Mobility Management, Preventive Maintenance and the acquisition of one vehicle.

Operating	\$2,029,738
Local	\$232,313
Total Eligible Amount	\$2,262,051
Funds Remaining*	\$2,029,738

*Note: No expenditures are reflected as this grant was just recently awarded; expenditures will be initiated during this Fiscal Year.

29. [31971 ODOT | 2017-19 Region 2 Transit Network Diamond Express](#)

Current Status: Active

The Transit Network Program supports projects that enhance the state's fixed route transit network by investing in key transit hubs, improving collaboration/coordination between agencies that result in functional benefits, or other activities that enhance the overall transit network. Specific project activities include funding for contracted service and Preventive Maintenance related to the Diamond Express that operates between Oakridge and Eugene.

Operating	\$188,170
Local	\$172,764
Total Eligible Amount	\$360,934
Funds Remaining*	\$188,170

*Note: No expenditures are reflected as this grant was just recently awarded; expenditures will be initiated during this Fiscal Year.

30. [HU-17-10-09 ODOT | 2016 -19 Point2Point SRTS](#)

Current Status: Active

This ODOT grant in the amount of \$134,652 provides funding for the Springfield Safe Routes to Schools (SRTS) program, which continues ongoing efforts to establish a long-term SRTS program within the Springfield School District. 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. Activities are ongoing.

Point2Point SRTS	\$134,652
Local	\$132,427
Total Eligible Amount	\$267,079
Funds Remaining*	\$134,652

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

31. [31655 ODOT | ConnectOregon VI Santa Clara Community Transit Center and Park & Ride](#)

Current Status: Active

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.

As indicated below, the ConnectOregon grant funds \$3,000,000 of the total project cost of \$8,142,502 which 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.

Total Project Cost	\$8,142,502
ConnectOregon VI Santa Clara Community Transit Center and Park & Ride	\$3,000,000
Local	\$5,142,502
Total Eligible Amount	\$8,142,502
Funds Remaining*	\$3,000,000

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

ADDITIONAL GRANT ACTIVITY:

Federal Transit Administration TrAMS Grant Applications

LTD has submitted two grant applications for bus purchases utilizing existing formula appropriations (Section 5337 and 5339 – each fund source requires its own application) from fiscal years ending 2014, 2015, and 2016. A grant application for a vehicle replacement project in support of the mobility management program (Section 5310) has also been submitted. The applications are undergoing FTA review. In addition, an application for the ongoing Mobility Management/Point2Point program utilizing STP funds (FHWA transfer to Section 5307) has also been submitted and is undergoing FTA review.

Federal Transit Administration 2016-2017 Formula Funds Application

LTD had submitted its application for 2016-2017 Section 5307 Formula Funds in the amount of \$8,931,200. The application includes 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. The application is being revised to also include 5307 funds for preventive maintenance expenditures that will occur during FY 2017-2018.

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. The grant has been entered into TrAMS and is undergoing FTA review.

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). The application has been entered into TrAMS and is undergoing FTA review.

PROPOSED MOTION: None.



Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>		<u>Check Amount</u>
96124	07/06/2017	AMERICAN FAMILY LIFE	LIFE INSURANCE	1,401.75
96125	07/06/2017	API, INC	TOOLING	1,684.09
96126	07/06/2017	BARRETT BUSINESS SERVICES INC	Temp workers	470.03
96127	07/06/2017	BRATTAIN INTERNATIONAL TRUCKS		19.80
96128	07/06/2017	CHAPTER 13 TRUSTEE	GARNISHMENTS	595.38
96129	07/06/2017	CHILD SUPPORT ENFORCEMENT AGCY		160.00
96130	07/06/2017	ERGOMETRICS & APPLIED		50.00
96131	07/06/2017	LYDIA FABIAN		514.00
96132	07/06/2017	FEDEX EXPRESS SHIPPING		42.28
96133	07/06/2017	GUARANTY CHEVROLET	NON REVENUE VEHICLE REPAIRS	1,231.06
96134	07/06/2017	KOCER CRANE & TRAINING, LLC	CRANE INSPECTION	1,244.00
96135	07/06/2017	THE MACERICH PARTNERSHIP, LP	BUS RODEO LOT RENTAL	2,500.00
96136	07/06/2017	MAN-DATA, INC.	GARNISHMENTS	760.99
96137	07/06/2017	MCKENZIE SEW-ON		608.00
96138	07/06/2017	NIELSEN FASTENER		5.14
96139	07/06/2017	OREGON DEPARTMENT OF REVENUE		381.67
96140	07/06/2017	QUICK COLLECT, INC.	GARNISHMENTS	244.20
96141	07/06/2017	RAY KLEIN, INC		785.89
96142	07/06/2017	SIX ROBBLEES' INC		1,497.85
96143	07/06/2017	SMALL WORLD AUTO CENTER, INC		35.79
96144	07/06/2017	SME SOLUTIONS, LLC		1,614.80
96145	07/06/2017	SPRINGFIELD MOTORS, INC.		187.12
96146	07/06/2017	STAPLES BUSINESS ADVANTAGE		497.79
96147	07/06/2017	COLLINA WASHINGTON		230.00
96148	07/06/2017	WILLAMALANE PARK & RECREATION		516.67
96149	07/06/2017	THE AFTERMARKET PARTS COMPANY LLC		2,149.87
96150	07/06/2017	BUCK'S SANITARY SERVICE, INC.		86.50
96151	07/06/2017	CAIC PRIMARY		1,220.92
96152	07/06/2017	CENTRO LATINO AMERICANO		41.94
96153	07/06/2017	CUMMINS NORTHWEST, INC.		3,846.81
96154	07/06/2017	DATALED TECHNOLOGIES, INC.		725.00
96155	07/06/2017	GILLIG CORPORATION	Bus parts	8,676.65
96156	07/06/2017	JOHN O. HACHMANN		6,560.00
96157	07/06/2017	KUHN INVESTMENTS, INC.		13,560.93
96158	07/06/2017	LTD & ATU PENSION TRUST		95,439.39
96159	07/06/2017	LTD EMPLOYEES FUND		210.00
96160	07/06/2017	LTD SALARIED EMP. PENSION PLAN	the monthly level dollar payments	25,633.06
96161	07/06/2017	MOHAWK MANUFACTURING & SUPPLY		1,313.37
96162	07/06/2017	MUNCIE TRANSIT SUPPLY		589.24
96163	07/06/2017	NINFA'S ELITE CORPORATION		17,582.11
96164	07/06/2017	NORTH COAST ELECTRIC		51.30
96165	07/06/2017	OFFICE DEPOT		353.97
96166	07/06/2017	PACIFIC POWER GROUP, LLC	PARTS	44,734.16
96167	07/06/2017	THE PAPE GROUP		670.00
96168	07/06/2017	PARKEON, INC.		1,470.00
96169	07/06/2017	PRE-PAID LEGAL SERVICES INC.		257.20
96170	07/06/2017	RICOH USA, INC.		4,166.93
96171	07/06/2017	ROADRUNNER DELIVERY		389.78
96172	07/06/2017	SPECIAL MOBILITY SERVICES INC.		169,571.17
96173	07/06/2017	THORP, PURDY, JEWETT, URNESS,		14,291.54
96174	07/06/2017	UNITED WAY OF LANE COUNTY		554.00
96175	07/06/2017	WOODBURY ENERGY CO. INC.		634.88
96176	07/14/2017	A-1 AUTO GLASS		129.00
96177	07/14/2017	CINTAS CORPORATION		1,561.82



Check History Listing

Table with columns: Check #, Date, Vendor, Check Amount. Contains 40 rows of check data with various vendors like COMCAST, COMFORT FLOW HEATING, DOUG'S PLACE, INC., etc.



Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
96232	07/20/2017	LLC FUSSYS @ VALLEY RIVER PLAZA	85.85
96233	07/20/2017	JOHNSON, ROBERTS, & ASSOCIATES	17.00
96234	07/20/2017	LANE COUNTY SCHOOL DISTRICT4J	16,694.79
96235	07/20/2017	LIFEMAP ASSURANCE COMPANY	16,100.31
96236	07/20/2017	LTD REIMBURSEMENT PLAN	3,855.33
96237	07/20/2017	MAN-DATA, INC.	470.37
96238	07/20/2017	NORTHWEST NATURAL GAS	2,106.25
96239	07/20/2017	OREGON DEPARTMENT OF REVENUE	380.98
96240	07/20/2017	PIVOT ARCHITECTURE	7,822.78
96241	07/20/2017	RAY KLEIN, INC	1,129.05
96242	07/20/2017	RG MEDIA COMPANY	1,215.00
96243	07/20/2017	SANIPAC	3,055.99
96244	07/20/2017	SPRINGFIELD PUBLIC SD 19	1,850.00
96245	07/20/2017	SPRINGFIELD UTILITY BOARD	15,816.05
96246	07/20/2017	STATE OF OREGON-EMP DEPT	3,338.72
96247	07/20/2017	TROY M SLONECKER, ATTORNEY	584.14
96248	07/20/2017	UNITED STATES TREASURY	759.36
96249	07/20/2017	GORDON TRUCK CENTERS, INC.	317.72
96250	07/20/2017	THE AFTERMARKET PARTS COMPANY LLC	20.88
96251	07/20/2017	CJ FIRE PROTECTION, LLC	755.25
96252	07/20/2017	CUMMINS NORTHWEST, INC.	1,310.00
96253	07/20/2017	GILLIG CORPORATION	1,241.95
96254	07/20/2017	LTD & ATU PENSION TRUST	108,327.72
96255	07/20/2017	LTD SALARIED EMP. PENSION PLAN	18,052.43
96256	07/20/2017	MODA HEALTH	34,139.00
96257	07/20/2017	MOHAWK MANUFACTURING & SUPPLY	210.84
96258	07/20/2017	NINFA'S ELITE CORPORATION	6,867.29
96259	07/20/2017	ONE CALL CONCEPTS, INC.	33.60
96260	07/20/2017	SPECIAL MOBILITY SERVICES INC.	346,364.41
96261	07/20/2017	UNITED WAY OF LANE COUNTY	554.00
96262	07/20/2017	WILDISH BUILDING COMPANY	1,115,665.76
96263	07/20/2017	WOODBURY ENERGY CO. INC.	6,303.20
96264	07/20/2017	WSP USA INC.	42,499.63
96265	07/26/2017	SPECIAL MOBILITY SERVICES INC.	18,900.00
96266	07/27/2017	A-1 AUTO GLASS	170.00
96267	07/27/2017	AMERICAN LEADERSHIP FORUM/OR class tuition for aj	10,000.00
96268	07/27/2017	BARRETT BUSINESS SERVICES INC	9,706.57
96269	07/27/2017	KERRY K COOPER	704.69
96270	07/27/2017	COREX LLC	142.50
96271	07/27/2017	COURTESY DELIVERY SERVICE	26.00
96272	07/27/2017	JOHN S DAHL	261.00
96273	07/27/2017	JERAD R DEJONG	324.50
96274	07/27/2017	TALLMADGE DOYLE WEE FENCES AND ARTOWK	4,320.00
96275	07/27/2017	EAGLE WEB PRESS 40k RIDER'S DIGESTS	21,044.00
96276	07/27/2017	TRACY L ELLIS	256.00
96277	07/27/2017	JANICE R. FRIEND	600.00
96278	07/27/2017	REBECCA J HAY	265.50
96279	07/27/2017	IPSENAULT COMPANY	1,329.20
96280	07/27/2017	JMACK INVESTMENTS	670.00
96281	07/27/2017	KARI JOHNSON WEE ART	35,016.00
96282	07/27/2017	RILEY LEON KELLEY	538.30
96283	07/27/2017	LIFEMAP ASSURANCE COMPANY	14,487.57
96284	07/27/2017	LOOMIS ARMORED US, LLC	5,648.12
96285	07/27/2017	JORDAN T MAY	598.30



Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
96286	07/27/2017	JACOB H MCCALLUM	197.00
96287	07/27/2017	MCKENZIE SEW-ON	3,674.00
96288	07/27/2017	MOTOR VEHICLES DIVISION	18.00
96289	07/27/2017	OFFICE DEPOT	881.11
96290	07/27/2017	OIL PRICE INFORMATION SERVICE	232.00
96291	07/27/2017	OREGON STATE POLICE	40.00
96292	07/27/2017	PACIFICSOURCE ADMINISTRATORS,	665.00
96293	07/27/2017	SHANNON J PHILLIPS	538.30
96294	07/27/2017	PIVOT ARCHITECTURE SANTA CLARA COMMUNITY TRANSIT	20,201.64
96295	07/27/2017	PT3 INC.	1,363.14
96296	07/27/2017	R E AUTO ELECTRIC, INC.	6,339.84
96297	07/27/2017	RG MEDIA COMPANY	392.53
96298	07/27/2017	SHRM	199.00
96299	07/27/2017	SPRINGFIELD UTILITY BOARD	338.95
96300	07/27/2017	STAPLES BUSINESS ADVANTAGE	152.89
96301	07/27/2017	TRANS WATCH	1,173.00
96302	07/27/2017	VRIDE, INC.	8,450.00
96303	07/27/2017	WHA INSURANCE AGENCY, INC.	742.10
96304	07/27/2017	WILLAMALANE PARK & RECREATION	516.67
96305	07/27/2017	WILLAMETTE COMM HEALTH SOLUTNS	1,131.66
96306	07/27/2017	ZILKOSKI AUTO ELECTRIC, INC.	165.00
96307	07/27/2017	THE AFTERMARKET PARTS COMPANY LLC	826.78
96308	07/27/2017	ART THREAD, LLC	14,795.34
96309	07/27/2017	BEDFORD FALLS, LLC	891.00
96310	07/27/2017	GILLESPIE DECALS, INC.	3,346.02
96311	07/27/2017	GILLIG CORPORATION	7,550.73
96312	07/27/2017	GRAINGER INC	566.14
96313	07/27/2017	LEWIS AUDIO & VIDEO, INC. ELECTRONIC TRANSIT INFORMATION DISPLAYS	129,550.83
96314	07/27/2017	MODA HEALTH	2,536.48
96315	07/27/2017	MOHAWK MANUFACTURING & SUPPLY	445.58
96316	07/27/2017	MOTION & FLOW CONTROL PRD, INC	284.45
96317	07/27/2017	MUNCIE TRANSIT SUPPLY	337.77
96318	07/27/2017	MYRMO & SONS	523.23
96319	07/27/2017	OGLETREE, DEAKINS, NASH, SMOAK	3,997.16
96320	07/27/2017	PACIFICSOURCE HEALTH PLANS	625,471.14
96321	07/27/2017	TIM SIMON	384.00
96322	07/27/2017	SMART SNACKS-PORTLAND LLC	511.72
96323	07/27/2017	SMITH DAWSON & ANDREWS, INC.	2,415.00
96324	07/27/2017	SPECIAL MOBILITY SERVICES INC.	42,950.03
96325	07/27/2017	VISION SERVICE PLAN	4,922.70
96326	07/27/2017	WANNAMAKER CONSULTING, INC.	7,760.00
96327	08/01/2017	SPECIAL MOBILITY SERVICES INC.	16,880.38
96328	08/03/2017	JOHN W AHLEN	178.50
96329	08/03/2017	AIRGAS USA, LLC	305.63
96330	08/03/2017	AMERICAN FAMILY LIFE	1,401.75
96331	08/03/2017	KARI A BAKER	147.50
96332	08/03/2017	BARRETT BUSINESS SERVICES INC	4,521.07
96333	08/03/2017	CENTURY LINK	477.53
96334	08/03/2017	CHAPTER 13 TRUSTEE	595.38
96335	08/03/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
96336	08/03/2017	CINTAS CORPORATION	6,337.24
96337	08/03/2017	CITY OF EUGENE	19,406.37
96338	08/03/2017	COMCAST	199.45
96339	08/03/2017	CONSUMER CASH	349.73



Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>		<u>Check Amount</u>
96340	08/03/2017	DHS RECEIPTING & TRUST	LOCAL MATCH FOR DISABILITY SERVICES	97,957.77
96341	08/03/2017	DISH NETWORK		107.02
96342	08/03/2017	EUGENE FORMS, INC.		455.00
96343	08/03/2017	EUGENE WATER & ELECTRIC BOARD		0.00
96344	08/03/2017	EUGENE WATER & ELECTRIC BOARD		1,000.61
96345	08/03/2017	FEI TESTING & INSPECTION, INC.		672.50
96346	08/03/2017	CORY D GRAHAM		304.00
96347	08/03/2017	LARSCO, INC		527.16
96348	08/03/2017	LIFEMAP ASSURANCE COMPANY		1,647.03
96349	08/03/2017	LITHIA DODGE OF EUGENE, INC.		122.37
96350	08/03/2017	KRIS LYON		178.50
96351	08/03/2017	MAN-DATA, INC.		384.03
96352	08/03/2017	DEBERA L MASSAHOS		58.85
96353	08/03/2017	OFFICE DEPOT		4,358.74
96354	08/03/2017	OREGON ASSOC CHIEFS OF POLICE		658.50
96355	08/03/2017	OREGON DEPARTMENT OF REVENUE		320.86
96356	08/03/2017	PIVOT ARCHITECTURE		7,231.15
96357	08/03/2017	PNW SECURITY, LLC	WEE NETWORKING EQUIPMENT	46,240.00
96358	08/03/2017	RAY KLEIN, INC		753.85
96359	08/03/2017	RFI ELECTRONICS, INC.-OREGON		716.40
96360	08/03/2017	SIX ROBBLEES' INC		160.80
96361	08/03/2017	SPRINGFIELD PUBLIC SD 19		15,361.94
96362	08/03/2017	SPRINGFIELD UTILITY BOARD		0.00
96363	08/03/2017	SPRINGFIELD UTILITY BOARD		1,326.40
96364	08/03/2017	SUNSHINE PLANT CARE		150.00
96365	08/03/2017	THERMO KING NORTHWEST, INC.		141.62
96366	08/03/2017	TROY M SLONECKER, ATTORNEY		574.74
96367	08/03/2017	TUMWATER PRINTING		6,039.98
96368	08/03/2017	VB-S-1 ASSETS, LLC	RADIO TOWER SITE USER FEES	14,011.21
96369	08/03/2017	VERIZON WIRELESS		8,066.07
96370	08/03/2017	WHA INSURANCE AGENCY, INC.		735.95
96371	08/03/2017	WYATT'S TIRE COMPANY		33,748.91
96372	08/03/2017	THE AFTERMARKET PARTS COMPANY LLC		117.55
96373	08/03/2017	EUROFINS ANA LABORATORIES, INC		572.30
96374	08/03/2017	C & K PETROLEUM EQUIPMENT CO,		652.16
96375	08/03/2017	CAIC PRIMARY		1,220.92
96376	08/03/2017	CENTRO LATINO AMERICANO		25.16
96377	08/03/2017	DELL MARKETING LP	LAST YEAR OF MICOSOFT SOFTWARE AGREEMENT 7/1/17 - 6/30/18	134,516.10
96378	08/03/2017	GLORIA, J GALLARDO		10,000.00
96379	08/03/2017	GRAINGER INC		928.94
96380	08/03/2017	LANE COUNCIL OF GOVERNMENTS		5,834.46
96381	08/03/2017	LTD & ATU PENSION TRUST		99,839.05
96382	08/03/2017	LTD EMPLOYEES FUND		208.00
96383	08/03/2017	LTD SALARIED EMP. PENSION PLAN		17,942.80
96384	08/03/2017	MOHAWK MANUFACTURING & SUPPLY		17.15
96385	08/03/2017	MUNCIE TRANSIT SUPPLY		4.27
96386	08/03/2017	MYRMO & SONS		730.42
96387	08/03/2017	NORTHWEST INFORMATION SVCS		225.00
96388	08/03/2017	PRE-PAID LEGAL SERVICES INC.		257.20
96389	08/03/2017	SIGN LANGUAGE	MISC SIGN REPLACEMENT AND INSTALLATION	3,234.32
96390	08/03/2017	SITECRAFTING, INC.		1,200.00
96391	08/03/2017	SPECIAL MOBILITY SERVICES INC.		45,839.01
96392	08/03/2017	UNITED WAY OF LANE COUNTY		554.00
96393	08/03/2017	US POSTAL SERVICE		1,046.40



Check History Listing

Table with columns: Check #, Date, Vendor, Check Amount. Contains 44 rows of check data with various vendor names and amounts.



Check History Listing

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Check Amount</u>
96448	08/17/2017	OFFICE DEPOT	99.32
96449	08/17/2017	OREGON DEPT. OF TRANSPORTATION	141.05
96450	08/17/2017	RG MEDIA COMPANY	1,432.09
96451	08/17/2017	SMALL WORLD AUTO CENTER, INC	274.92
96452	08/17/2017	SPECIAL DISTRICTS INSURANCE	711.00
96453	08/17/2017	SPECIAL DISTRICTS INSURANCE SV CLAIMS REIMBURSEMENTS	7,052.43
96454	08/17/2017	SPRINGFIELD UTILITY BOARD	1,005.78
96455	08/17/2017	STAPLES BUSINESS ADVANTAGE	95.55
96456	08/17/2017	THOMSON REUTERS - WEST	235.96
96457	08/17/2017	TRANSIT LABOR EXCHANGE	375.00
96458	08/17/2017	VB-S-1 ASSETS, LLC RADIO TOWER SITE USE FEES	5,863.32
96459	08/17/2017	WASTE CONNECTIONS, INC	95.06
96460	08/17/2017	WESTATES FLAGMAN, INC	125.00
96461	08/17/2017	WILLAMETTE COMM HEALTH SOLUTNS	1,187.52
96462	08/17/2017	ZEBRA	3,000.00
96463	08/17/2017	THE AFTERMARKET PARTS COMPANY LLC	7,353.20
96464	08/17/2017	ART THREAD, LLC	9,645.50
96465	08/17/2017	BELL+FUNK	4,353.25
96466	08/17/2017	C & K PETROLEUM EQUIPMENT CO,	251.80
96467	08/17/2017	CH2M HILL, INC. MOVING AHEAD CORRIDOR STUDY	26,278.67
96468	08/17/2017	CUMMINS NORTHWEST, INC.	11,040.87
96469	08/17/2017	DEPARTMENT OF HUMAN SERVICES	37,180.04
96470	08/17/2017	EAN HOLDINGS, LLC	2,475.00
96471	08/17/2017	FIELDPRINT, INC.	12.50
96472	08/17/2017	GILLIG CORPORATION	7,784.32
96473	08/17/2017	GRAINGER INC	227.68
96474	08/17/2017	JOHN O. HACHMANN	5,000.00
96475	08/17/2017	IVOXY CONSULTING, LLC. SOFTWARE SUPPORT COVERAGE 7/1/17 - 6/30/18	32,514.09
96476	08/17/2017	LANE COUNCIL OF GOVERNMENTS TRANSPORTATION ELIGIBILITY ASSESSMENTS	33,810.44
96477	08/17/2017	MODA HEALTH	30,149.30
96478	08/17/2017	MOHAWK MANUFACTURING & SUPPLY	2,714.67
96479	08/17/2017	MUNCIE TRANSIT SUPPLY	983.49
96480	08/17/2017	MYRMO & SONS	3,478.02
96481	08/17/2017	NINFA'S ELITE CORPORATION	40,786.85
96482	08/17/2017	NORTH COAST ELECTRIC	249.90
96483	08/17/2017	ONE CALL CONCEPTS, INC.	37.80
96484	08/17/2017	RICOH USA, INC.	1,836.48
96485	08/17/2017	SOFTCHOICE CORPORATION WEE MONITORS DELL OPTIPLEX	23,420.40
96486	08/17/2017	SPECIAL MOBILITY SERVICES INC.	244,223.25
96487	08/17/2017	THORP, PURDY, JEWETT, URNESS,	19,691.95
96488	08/17/2017	TOUCHPOINT NETWORKS LLC	310.00
96489	08/17/2017	ZONES, INC.	757.69
96490	08/18/2017	AMAL TRANSIT UNION #757	17,430.28
96491	08/18/2017	CHAPTER 13 TRUSTEE	595.38
96492	08/18/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
96493	08/18/2017	CONSUMER CASH	385.61
96494	08/18/2017	GORDON, AYLWORTH & TAMI, P.C.	545.08
96495	08/18/2017	OREGON DEPARTMENT OF REVENUE	293.37
96496	08/18/2017	RAY KLEIN, INC	593.35
96497	08/18/2017	TROY M SLONECKER, ATTORNEY	583.86
96498	08/18/2017	LTD & ATU PENSION TRUST	100,497.99
96499	08/18/2017	LTD SALARIED EMP. PENSION PLAN	19,023.69
96500	08/18/2017	SPECIAL MOBILITY SERVICES INC.	53,414.70
96501	08/18/2017	UNITED WAY OF LANE COUNTY	554.00



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96502	08/24/2017	A-1 FIRE PROTECTION	242.00
96503	08/24/2017	BARRETT BUSINESS SERVICES INC	602.87
96504	08/24/2017	BRATTAIN INTERNATIONAL TRUCKS	3,247.58
96505	08/24/2017	CINTAS CORPORATION	3,236.29
96506	08/24/2017	GEORGE DAY	84.00
96507	08/24/2017	JERAD R DEJONG	416.00
96508	08/24/2017	EOEJOURNAL	630.00
96509	08/24/2017	ERGOFLEX CONSULTING, INC.	280.00
96510	08/24/2017	EUGENE WATER & ELECTRIC BOARD	292.57
96511	08/24/2017	EUGENE WATER & ELECTRIC BOARD	817.92
96512	08/24/2017	EUROFINS ANA LABORATORIES, INC	495.60
96513	08/24/2017	GORDON TRUCK CENTERS, INC.	112.62
96514	08/24/2017	IC PROJECTS LIMITED ABBG MEMBERSHIP	21,250.00
96515	08/24/2017	LTD REIMBURSEMENT PLAN	1,000.00
96516	08/24/2017	MARKETING & TECHNICAL MATERIAL	1,156.35
96517	08/24/2017	MCKENZIE SEW-ON	73.00
96518	08/24/2017	HART P MIGDAL	770.68
96519	08/24/2017	OREGON STATE POLICE	40.00
96520	08/24/2017	PITNEY BOWES, INC.	201.00
96521	08/24/2017	RADIATOR SUPPLY HOUSE, INC.	65.00
96522	08/24/2017	SIX ROBBLEES' INC	1,384.20
96523	08/24/2017	SMALL WORLD AUTO CENTER, INC	221.28
96524	08/24/2017	SPRINGFIELD UTILITY BOARD	576.98
96525	08/24/2017	TRANSIT LABOR EXCHANGE	375.00
96526	08/24/2017	UNITED PARCEL SERVICE	850.00
96527	08/24/2017	VERIZON WIRELESS	7,809.66
96528	08/24/2017	WHITE BIRD CLINIC	9,296.00
96529	08/24/2017	WYATT'S TIRE COMPANY	1,575.47
96530	08/24/2017	XPO LOGISTICS FREIGHT, INC	1,159.97
96531	08/24/2017	THE AFTERMARKET PARTS COMPANY LLC	3,956.62
96532	08/24/2017	CUMMINS NORTHWEST, INC.	1,247.78
96533	08/24/2017	ENGINEERED PRODUCTS	2,010.00
96534	08/24/2017	GILLESPIE DECALS, INC.	591.82
96535	08/24/2017	GILLIG CORPORATION	0.00
96536	08/24/2017	GILLIG CORPORATION	7,197.31
96537	08/24/2017	GORDON TRUCK CENTERS, INC.	127.62
96538	08/24/2017	HOLLAND & KNIGHT, LLP LEGAL	12,665.72
96539	08/24/2017	LANE COUNCIL OF GOVERNMENTS	933.87
96540	08/24/2017	MODA HEALTH	2,490.00
96541	08/24/2017	MOHAWK MANUFACTURING & SUPPLY	10.76
96542	08/24/2017	MUNCIE TRANSIT SUPPLY	1,236.77
96543	08/24/2017	MYRMO & SONS	505.41
96544	08/24/2017	NINFA'S ELITE CORPORATION	6,508.57
96545	08/24/2017	PACIFICSOURCE HEALTH PLANS	609,052.81
96546	08/24/2017	THE PAPE GROUP	285.00
96547	08/24/2017	SITECRAFTING, INC.	400.00
96548	08/24/2017	AKA: SENIOR WHEELS, INC. SOUTH LANE WHEELS	6,199.02
96549	08/24/2017	SPECIAL MOBILITY SERVICES INC.	400,492.60
96550	08/24/2017	VISION SERVICE PLAN	4,868.90
96551	08/24/2017	WOODBURY ENERGY CO. INC.	18,439.00
96552	08/31/2017	A & E IMAGING, INC.	948.30
96553	08/31/2017	THE AFTERMARKET PARTS COMPANY LLC	83.71
96554	08/31/2017	CAIC PRIMARY	1,220.92
96555	08/31/2017	CENTRO LATINO AMERICANO	424.25



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96556	08/31/2017	GILLIG CORPORATION	1,407.91
96557	08/31/2017	GRAINGER INC	406.82
96558	08/31/2017	INSTEP MARKETING, INC.	6,450.00
96559	08/31/2017	LANE COUNCIL OF GOVERNMENTS	2,226.69
96560	08/31/2017	LEWIS AUDIO & VIDEO, INC. Electronic transit information displays for WEE	103,454.59
96561	08/31/2017	LTD & ATU PENSION TRUST employee match contributions	101,075.34
96562	08/31/2017	LTD EMPLOYEES FUND	208.00
96563	08/31/2017	LTD SALARIED EMP. PENSION PLAN THIS IS THE 14.4% FOR THE DEFINED BENEFIT PLAN	172,069.01
96564	08/31/2017	MOHAWK MANUFACTURING & SUPPLY	316.26
96565	08/31/2017	NINFAS ELITE CORPORATION	46,456.71
96566	08/31/2017	OGLETREE, DEAKINS, NASH, SMOAK	4,829.99
96567	08/31/2017	PACIFIC POWER GROUP, LLC	38,365.92
96568	08/31/2017	PRE-PAID LEGAL SERVICES INC.	257.20
96569	08/31/2017	SCOFIELD ELECTRIC CO.	937.71
96570	08/31/2017	SPECIAL MOBILITY SERVICES INC.	149,798.95
96571	08/31/2017	TOUCHPOINT NETWORKS LLC TransitMaster Vehicle Equipment Upgradeper Exhibit C of Amendment One (1)	545.00
96572	08/31/2017	TRAPEZE ITS USA, LLC toMaster Agreement 2014-07 including allrequired and priced options.	143,915.62
96573	08/31/2017	UNITED WAY OF LANE COUNTY	554.00
96574	08/31/2017	US POSTAL SERVICE	130.95
96575	08/31/2017	WANNAMAHER CONSULTING, INC.	10,640.00
96576	08/31/2017	WOODBURY ENERGY CO. INC.	78,018.47
96577	08/31/2017	ZONES, INC.	12,609.41
91080117	07/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	25,015.00
91090117	08/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	24,865.00
92080117	07/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	1,839.00
93062817	07/02/2017	BENEFIT PLANS ADMIN SVCS, LLC	27,628.21
800645916	08/21/2017	INTERNAL REVENUE SERVICE-EFTPS	195,173.54
802324296	07/21/2017	VALIC %CHASE BANK OF TEXAS	76,434.87
802340902	08/04/2017	VALIC %CHASE BANK OF TEXAS	71,151.08
802358345	08/17/2017	VALIC %CHASE BANK OF TEXAS	72,008.91
804039597	08/04/2017	INTERNAL REVENUE SERVICE-EFTPS	189,262.31
804076696	08/02/2017	BANK OF AMERICA	24.90
804076701	08/02/2017	BANK OF AMERICA	1,811.40
804076702	08/02/2017	BANK OF AMERICA	2,198.14
807035114	07/03/2017	BANK OF AMERICA	24.90
807035119	07/03/2017	BANK OF AMERICA	1,923.99
807035120	07/03/2017	BANK OF AMERICA	2,696.99
807052017	07/07/2017	VALIC %CHASE BANK OF TEXAS	87,776.66
811160705	07/07/2017	OREGON DEPARTMENT OF REVENUE PAYROLL TAXES	47,658.10
812342272	08/17/2017	MASS MUTUAL FINANCIAL GROUP	3,568.09
813063255	07/07/2017	MASS MUTUAL FINANCIAL GROUP	3,631.66
817000900	07/21/2017	MASS MUTUAL FINANCIAL GROUP	3,627.37
818064061	08/04/2017	MASS MUTUAL FINANCIAL GROUP	3,537.18
826160628	07/05/2017	OREGON DEPARTMENT OF REVENUE	2,029.50
839160816	08/21/2017	OREGON DEPARTMENT OF REVENUE	46,774.25
844704846	07/21/2017	INTERNAL REVENUE SERVICE-EFTPS PAYROLL TAXES	207,442.57
845160719	07/21/2017	OREGON DEPARTMENT OF REVENUE	49,586.34
851175072	08/21/2017	OREGON DEPARTMENT OF JUSTICE GARNISHMENTS	1,759.00
851992243	07/07/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
852473132	07/21/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
852930359	08/04/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
854160720	07/26/2017	OREGON DEPARTMENT OF REVENUE	14.54
855707874	07/05/2017	INTERNAL REVENUE SERVICE-EFTPS	9,689.54
861449997	07/07/2017	INTERNAL REVENUE SERVICE-EFTPS	198,880.27



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879160802	08/04/2017	OREGON DEPARTMENT OF REVENUE	45,480.68
880575600	07/19/2017	INTERNAL REVENUE SERVICE-EFTPS	4,876.83
891918087	07/26/2017	INTERNAL REVENUE SERVICE-EFTPS	61.10
892160710	07/13/2017	OREGON DEPARTMENT OF REVENUE	4,346.49
893160713	07/19/2017	OREGON DEPARTMENT OF REVENUE	1,046.93
			491 Checks \$10,821,468.43



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96124	07/06/2017	AMERICAN FAMILY LIFE	LIFE INSURANCE	1,401.75
96125	07/06/2017	API, INC	TOOLING	1,684.09
96126	07/06/2017	BARRETT BUSINESS SERVICES INC		470.03
96127	07/06/2017	BRATTAIN INTERNATIONAL TRUCKS		19.80
96128	07/06/2017	CHAPTER 13 TRUSTEE	GARNISHMENTS	595.38
96129	07/06/2017	CHILD SUPPORT ENFORCEMENT AGCY		160.00
96130	07/06/2017	ERGOMETRICS & APPLIED		50.00
96131	07/06/2017	LYDIA FABIAN		514.00
96132	07/06/2017	FEDEX EXPRESS SHIPPING		42.28
96133	07/06/2017	GUARANTY CHEVROLET	NON REVENUE VEHICLE REPAIRS	1,231.06
96134	07/06/2017	KOCER CRANE & TRAINING, LLC	CRANE INSPECTION	1,244.00
96135	07/06/2017	THE MACERICH PARTNERSHIP, LP	BUS RODEO LOT RENTAL	2,500.00
96136	07/06/2017	MAN-DATA, INC.	GARNISHMENTS	760.99
96137	07/06/2017	MCKENZIE SEW-ON		608.00
96138	07/06/2017	NIELSEN FASTENER		5.14
96139	07/06/2017	OREGON DEPARTMENT OF REVENUE		381.67
96140	07/06/2017	QUICK COLLECT, INC.	GARNISHMENTS	244.20
96141	07/06/2017	RAY KLEIN, INC		785.89
96142	07/06/2017	SIX ROBBLEES' INC		1,497.85
96143	07/06/2017	SMALL WORLD AUTO CENTER, INC		35.79
96144	07/06/2017	SME SOLUTIONS, LLC		1,614.80
96145	07/06/2017	SPRINGFIELD MOTORS, INC.		187.12
96146	07/06/2017	STAPLES BUSINESS ADVANTAGE		497.79
96147	07/06/2017	COLLINA WASHINGTON		230.00
96148	07/06/2017	WILLAMALANE PARK & RECREATION		516.67
96149	07/06/2017	THE AFTERMARKET PARTS COMPANY LLC		2,149.87
96150	07/06/2017	BUCK'S SANITARY SERVICE, INC.		86.50
96151	07/06/2017	CAIC PRIMARY		1,220.92
96152	07/06/2017	CENTRO LATINO AMERICANO		41.94
96153	07/06/2017	CUMMINS NORTHWEST, INC.		3,846.81
96154	07/06/2017	DATALED TECHNOLOGIES, INC.		725.00
96155	07/06/2017	GILLIG CORPORATION		8,676.65
96156	07/06/2017	JOHN O. HACHMANN		6,560.00
96157	07/06/2017	KUHN INVESTMENTS, INC.		13,560.93
96158	07/06/2017	LTD & ATU PENSION TRUST		95,439.39
96159	07/06/2017	LTD EMPLOYEES FUND		210.00
96160	07/06/2017	LTD SALARIED EMP. PENSION PLAN		25,633.06
96161	07/06/2017	MOHAWK MANUFACTURING & SUPPLY		1,313.37
96162	07/06/2017	MUNCIE TRANSIT SUPPLY		589.24
96163	07/06/2017	NINFA'S ELITE CORPORATION		17,582.11
96164	07/06/2017	NORTH COAST ELECTRIC		51.30
96165	07/06/2017	OFFICE DEPOT		353.97
96166	07/06/2017	PACIFIC POWER GROUP, LLC	PARTS	44,734.16
96167	07/06/2017	THE PAPE GROUP		670.00
96168	07/06/2017	PARKEON, INC.		1,470.00
96169	07/06/2017	PRE-PAID LEGAL SERVICES INC.		257.20
96170	07/06/2017	RICOH USA, INC.		4,166.93
96171	07/06/2017	ROADRUNNER DELIVERY		389.78
96172	07/06/2017	SPECIAL MOBILITY SERVICES INC.		169,571.17
96173	07/06/2017	THORP, PURDY, JEWETT, URNESS,		14,291.54
96174	07/06/2017	UNITED WAY OF LANE COUNTY		554.00
96175	07/06/2017	WOODBURY ENERGY CO. INC.		634.88
96176	07/14/2017	A-1 AUTO GLASS		129.00
96177	07/14/2017	CINTAS CORPORATION		1,561.82



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Table with columns: Check #, Date, Vendor, Check Amount. Contains 40 rows of check data with various vendors like COMCAST, FEDEX, and CITY OF COTTAGE GROVE. Includes red text annotations for rows 96202, 96218, and 96219.



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96232	07/20/2017	LLC FUSSYS @ VALLEY RIVER PLAZA	85.85
96233	07/20/2017	JOHNSON, ROBERTS, & ASSOCIATES	17.00
96234	07/20/2017	LANE COUNTY SCHOOL DISTRICT4J	16,694.79
96235	07/20/2017	LIFEMAP ASSURANCE COMPANY	16,100.31
96236	07/20/2017	LTD REIMBURSEMENT PLAN	3,855.33
96237	07/20/2017	MAN-DATA, INC.	470.37
96238	07/20/2017	NORTHWEST NATURAL GAS	2,106.25
96239	07/20/2017	OREGON DEPARTMENT OF REVENUE	380.98
96240	07/20/2017	PIVOT ARCHITECTURE	7,822.78
96241	07/20/2017	RAY KLEIN, INC	1,129.05
96242	07/20/2017	RG MEDIA COMPANY	1,215.00
96243	07/20/2017	SANIPAC	3,055.99
96244	07/20/2017	SPRINGFIELD PUBLIC SD 19	1,850.00
96245	07/20/2017	SPRINGFIELD UTILITY BOARD	15,816.05
96246	07/20/2017	STATE OF OREGON-EMP DEPT	3,338.72
96247	07/20/2017	TROY M SLONECKER, ATTORNEY	584.14
96248	07/20/2017	UNITED STATES TREASURY	759.36
96249	07/20/2017	GORDON TRUCK CENTERS, INC.	317.72
96250	07/20/2017	THE AFTERMARKET PARTS COMPANY LLC	20.88
96251	07/20/2017	CJ FIRE PROTECTION, LLC	755.25
96252	07/20/2017	CUMMINS NORTHWEST, INC.	1,310.00
96253	07/20/2017	GILLIG CORPORATION	1,241.95
96254	07/20/2017	LTD & ATU PENSION TRUST	108,327.72
96255	07/20/2017	LTD SALARIED EMP. PENSION PLAN	18,052.43
96256	07/20/2017	MODA HEALTH	34,139.00
96257	07/20/2017	MOHAWK MANUFACTURING & SUPPLY	210.84
96258	07/20/2017	NINFA'S ELITE CORPORATION	6,867.29
96259	07/20/2017	ONE CALL CONCEPTS, INC.	33.60
96260	07/20/2017	SPECIAL MOBILITY SERVICES INC.	346,364.41
96261	07/20/2017	UNITED WAY OF LANE COUNTY	554.00
96262	07/20/2017	WILDISH BUILDING COMPANY	1,115,665.76
96263	07/20/2017	WOODBURY ENERGY CO. INC.	6,303.20
96264	07/20/2017	WSP USA INC.	42,499.63
96265	07/26/2017	SPECIAL MOBILITY SERVICES INC.	18,900.00
96266	07/27/2017	A-1 AUTO GLASS	170.00
96267	07/27/2017	AMERICAN LEADERSHIP FORUM/OR class tuition for aj	10,000.00
96268	07/27/2017	BARRETT BUSINESS SERVICES INC	9,706.57
96269	07/27/2017	KERRY K COOPER	704.69
96270	07/27/2017	COREX LLC	142.50
96271	07/27/2017	COURTESY DELIVERY SERVICE	26.00
96272	07/27/2017	JOHN S DAHL	261.00
96273	07/27/2017	JERAD R DEJONG	324.50
96274	07/27/2017	TALLMADGE DOYLE WEE FENCES AND ARTOWK	4,320.00
96275	07/27/2017	EAGLE WEB PRESS 40k RIDER'S DIGESTS	21,044.00
96276	07/27/2017	TRACY L ELLIS	256.00
96277	07/27/2017	JANICE R. FRIEND	600.00
96278	07/27/2017	REBECCA J HAY	265.50
96279	07/27/2017	IPSENAULT COMPANY	1,329.20
96280	07/27/2017	JMACK INVESTMENTS	670.00
96281	07/27/2017	KARI JOHNSON WEE ART	35,016.00
96282	07/27/2017	RILEY LEON KELLEY	538.30
96283	07/27/2017	LIFEMAP ASSURANCE COMPANY	14,487.57
96284	07/27/2017	LOOMIS ARMORED US, LLC	5,648.12
96285	07/27/2017	JORDAN T MAY	598.30



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96286	07/27/2017	JACOB H MCCALLUM	197.00
96287	07/27/2017	MCKENZIE SEW-ON	3,674.00
96288	07/27/2017	MOTOR VEHICLES DIVISION	18.00
96289	07/27/2017	OFFICE DEPOT	881.11
96290	07/27/2017	OIL PRICE INFORMATION SERVICE	232.00
96291	07/27/2017	OREGON STATE POLICE	40.00
96292	07/27/2017	PACIFICSOURCE ADMINISTRATORS,	665.00
96293	07/27/2017	SHANNON J PHILLIPS	538.30
96294	07/27/2017	PIVOT ARCHITECTURE SANTA CLARA COMMUNITY TRANSIT	20,201.64
96295	07/27/2017	PT3 INC.	1,363.14
96296	07/27/2017	R E AUTO ELECTRIC, INC.	6,339.84
96297	07/27/2017	RG MEDIA COMPANY	392.53
96298	07/27/2017	SHRM	199.00
96299	07/27/2017	SPRINGFIELD UTILITY BOARD	338.95
96300	07/27/2017	STAPLES BUSINESS ADVANTAGE	152.89
96301	07/27/2017	TRANS WATCH	1,173.00
96302	07/27/2017	VRIDE, INC.	8,450.00
96303	07/27/2017	WHA INSURANCE AGENCY, INC.	742.10
96304	07/27/2017	WILLAMALANE PARK & RECREATION	516.67
96305	07/27/2017	WILLAMETTE COMM HEALTH SOLUTNS	1,131.66
96306	07/27/2017	ZILKOSKI AUTO ELECTRIC, INC.	165.00
96307	07/27/2017	THE AFTERMARKET PARTS COMPANY LLC	826.78
96308	07/27/2017	ART THREAD, LLC	14,795.34
96309	07/27/2017	BEDFORD FALLS, LLC	891.00
96310	07/27/2017	GILLESPIE DECALS, INC.	3,346.02
96311	07/27/2017	GILLIG CORPORATION	7,550.73
96312	07/27/2017	GRAINGER INC	566.14
96313	07/27/2017	LEWIS AUDIO & VIDEO, INC. ELECTRONIC TRANSIT INFORMATION DISPLAYS	129,550.83
96314	07/27/2017	MODA HEALTH	2,536.48
96315	07/27/2017	MOHAWK MANUFACTURING & SUPPLY	445.58
96316	07/27/2017	MOTION & FLOW CONTROL PRD, INC	284.45
96317	07/27/2017	MUNCIE TRANSIT SUPPLY	337.77
96318	07/27/2017	MYRMO & SONS	523.23
96319	07/27/2017	OGLETREE, DEAKINS, NASH, SMOAK	3,997.16
96320	07/27/2017	PACIFICSOURCE HEALTH PLANS	625,471.14
96321	07/27/2017	TIM SIMON	384.00
96322	07/27/2017	SMART SNACKS-PORTLAND LLC	511.72
96323	07/27/2017	SMITH DAWSON & ANDREWS, INC.	2,415.00
96324	07/27/2017	SPECIAL MOBILITY SERVICES INC.	42,950.03
96325	07/27/2017	VISION SERVICE PLAN	4,922.70
96326	07/27/2017	WANNAMAKER CONSULTING, INC.	7,760.00
96327	08/01/2017	SPECIAL MOBILITY SERVICES INC.	16,880.38
96328	08/03/2017	JOHN W AHLEN	178.50
96329	08/03/2017	AIRGAS USA, LLC	305.63
96330	08/03/2017	AMERICAN FAMILY LIFE	1,401.75
96331	08/03/2017	KARI A BAKER	147.50
96332	08/03/2017	BARRETT BUSINESS SERVICES INC	4,521.07
96333	08/03/2017	CENTURY LINK	477.53
96334	08/03/2017	CHAPTER 13 TRUSTEE	595.38
96335	08/03/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
96336	08/03/2017	CINTAS CORPORATION	6,337.24
96337	08/03/2017	CITY OF EUGENE	19,406.37
96338	08/03/2017	COMCAST	199.45
96339	08/03/2017	CONSUMER CASH	349.73



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<u>Check #</u>	<u>Date</u>	<u>Vendor</u>		<u>Check Amount</u>
96340	08/03/2017	DHS RECEIPTING & TRUST	LOCAL MATCH FOR DISABILITY SERVICES	97,957.77
96341	08/03/2017	DISH NETWORK		107.02
96342	08/03/2017	EUGENE FORMS, INC.		455.00
96343	08/03/2017	EUGENE WATER & ELECTRIC BOARD		0.00
96344	08/03/2017	EUGENE WATER & ELECTRIC BOARD		1,000.61
96345	08/03/2017	FEI TESTING & INSPECTION, INC.		672.50
96346	08/03/2017	CORY D GRAHAM		304.00
96347	08/03/2017	LARSCO, INC		527.16
96348	08/03/2017	LIFEMAP ASSURANCE COMPANY		1,647.03
96349	08/03/2017	LITHIA DODGE OF EUGENE, INC.		122.37
96350	08/03/2017	KRIS LYON		178.50
96351	08/03/2017	MAN-DATA, INC.		384.03
96352	08/03/2017	DEBERA L MASSAHOS		58.85
96353	08/03/2017	OFFICE DEPOT		4,358.74
96354	08/03/2017	OREGON ASSOC CHIEFS OF POLICE		658.50
96355	08/03/2017	OREGON DEPARTMENT OF REVENUE		320.86
96356	08/03/2017	PIVOT ARCHITECTURE		7,231.15
96357	08/03/2017	PNW SECURITY, LLC	WEE NETWORKING EQUIPMENT	46,240.00
96358	08/03/2017	RAY KLEIN, INC		753.85
96359	08/03/2017	RFI ELECTRONICS, INC.-OREGON		716.40
96360	08/03/2017	SIX ROBBLEES' INC		160.80
96361	08/03/2017	SPRINGFIELD PUBLIC SD 19		15,361.94
96362	08/03/2017	SPRINGFIELD UTILITY BOARD		0.00
96363	08/03/2017	SPRINGFIELD UTILITY BOARD		1,326.40
96364	08/03/2017	SUNSHINE PLANT CARE		150.00
96365	08/03/2017	THERMO KING NORTHWEST, INC.		141.62
96366	08/03/2017	TROY M SLONECKER, ATTORNEY		574.74
96367	08/03/2017	TUMWATER PRINTING		6,039.98
96368	08/03/2017	VB-S-1 ASSETS, LLC	RADIO TOWER SITE USER FEES	14,011.21
96369	08/03/2017	VERIZON WIRELESS		8,066.07
96370	08/03/2017	WHA INSURANCE AGENCY, INC.		735.95
96371	08/03/2017	WYATT'S TIRE COMPANY		33,748.91
96372	08/03/2017	THE AFTERMARKET PARTS COMPANY LLC		117.55
96373	08/03/2017	EUROFINS ANA LABORATORIES, INC		572.30
96374	08/03/2017	C & K PETROLEUM EQUIPMENT CO,		652.16
96375	08/03/2017	CAIC PRIMARY		1,220.92
96376	08/03/2017	CENTRO LATINO AMERICANO		25.16
96377	08/03/2017	DELL MARKETING LP	LAST YEAR OF MICOSOFT SOFTWARE AGREEMENT 7/1/17 - 6/30/18	134,516.10
96378	08/03/2017	GLORIA, J GALLARDO		10,000.00
96379	08/03/2017	GRAINGER INC		928.94
96380	08/03/2017	LANE COUNCIL OF GOVERNMENTS		5,834.46
96381	08/03/2017	LTD & ATU PENSION TRUST		99,839.05
96382	08/03/2017	LTD EMPLOYEES FUND		208.00
96383	08/03/2017	LTD SALARIED EMP. PENSION PLAN		17,942.80
96384	08/03/2017	MOHAWK MANUFACTURING & SUPPLY		17.15
96385	08/03/2017	MUNCIE TRANSIT SUPPLY		4.27
96386	08/03/2017	MYRMO & SONS		730.42
96387	08/03/2017	NORTHWEST INFORMATION SVCS		225.00
96388	08/03/2017	PRE-PAID LEGAL SERVICES INC.		257.20
96389	08/03/2017	SIGN LANGUAGE	MISC SIGN REPLACEMENT AND INSTALLATION	3,234.32
96390	08/03/2017	SITECRAFTING, INC.		1,200.00
96391	08/03/2017	SPECIAL MOBILITY SERVICES INC.		45,839.01
96392	08/03/2017	UNITED WAY OF LANE COUNTY		554.00
96393	08/03/2017	US POSTAL SERVICE		1,046.40



Check History Listing

Table with 4 columns: Check #, Date, Vendor, Check Amount. Contains 47 rows of check data with various vendors and amounts.



Check History Listing

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96448	08/17/2017	OFFICE DEPOT	99.32
96449	08/17/2017	OREGON DEPT. OF TRANSPORTATION	141.05
96450	08/17/2017	RG MEDIA COMPANY	1,432.09
96451	08/17/2017	SMALL WORLD AUTO CENTER, INC	274.92
96452	08/17/2017	SPECIAL DISTRICTS INSURANCE	711.00
96453	08/17/2017	SPECIAL DISTRICTS INSURANCE SV CLAIMS REIMBURSEMENTS	7,052.43
96454	08/17/2017	SPRINGFIELD UTILITY BOARD	1,005.78
96455	08/17/2017	STAPLES BUSINESS ADVANTAGE	95.55
96456	08/17/2017	THOMSON REUTERS - WEST	235.96
96457	08/17/2017	TRANSIT LABOR EXCHANGE	375.00
96458	08/17/2017	VB-S-1 ASSETS, LLC RADIO TOWER SITE USE FEES	5,863.32
96459	08/17/2017	WASTE CONNECTIONS, INC	95.06
96460	08/17/2017	WESTATES FLAGMAN, INC	125.00
96461	08/17/2017	WILLAMETTE COMM HEALTH SOLUTNS	1,187.52
96462	08/17/2017	ZEBRA	3,000.00
96463	08/17/2017	THE AFTERMARKET PARTS COMPANY LLC	7,353.20
96464	08/17/2017	ART THREAD, LLC	9,645.50
96465	08/17/2017	BELL+FUNK	4,353.25
96466	08/17/2017	C & K PETROLEUM EQUIPMENT CO,	251.80
96467	08/17/2017	CH2M HILL, INC. MOVING AHEAD CORRIDOR STUDY	26,278.67
96468	08/17/2017	CUMMINS NORTHWEST, INC.	11,040.87
96469	08/17/2017	DEPARTMENT OF HUMAN SERVICES	37,180.04
96470	08/17/2017	EAN HOLDINGS, LLC	2,475.00
96471	08/17/2017	FIELDPRINT, INC.	12.50
96472	08/17/2017	GILLIG CORPORATION	7,784.32
96473	08/17/2017	GRAINGER INC	227.68
96474	08/17/2017	JOHN O. HACHMANN	5,000.00
96475	08/17/2017	IVOXY CONSULTING, LLC. SOFTWARE SUPPORT COVERAGE 7/1/17 - 6/30/18	32,514.09
96476	08/17/2017	LANE COUNCIL OF GOVERNMENTS TRANSPORTATION ELIGIBILITY ASSESSMENTS	33,810.44
96477	08/17/2017	MODA HEALTH	30,149.30
96478	08/17/2017	MOHAWK MANUFACTURING & SUPPLY	2,714.67
96479	08/17/2017	MUNCIE TRANSIT SUPPLY	983.49
96480	08/17/2017	MYRMO & SONS	3,478.02
96481	08/17/2017	NINFA'S ELITE CORPORATION	40,786.85
96482	08/17/2017	NORTH COAST ELECTRIC	249.90
96483	08/17/2017	ONE CALL CONCEPTS, INC.	37.80
96484	08/17/2017	RICOH USA, INC.	1,836.48
96485	08/17/2017	SOFTCHOICE CORPORATION WEE MONITORS DELL OPTIPLEX	23,420.40
96486	08/17/2017	SPECIAL MOBILITY SERVICES INC.	244,223.25
96487	08/17/2017	THORP, PURDY, JEWETT, URNESS,	19,691.95
96488	08/17/2017	TOUCHPOINT NETWORKS LLC	310.00
96489	08/17/2017	ZONES, INC.	757.69
96490	08/18/2017	AMAL TRANSIT UNION #757	17,430.28
96491	08/18/2017	CHAPTER 13 TRUSTEE	595.38
96492	08/18/2017	CHILD SUPPORT ENFORCEMENT AGCY	160.00
96493	08/18/2017	CONSUMER CASH	385.61
96494	08/18/2017	GORDON, AYLWORTH & TAMI, P.C.	545.08
96495	08/18/2017	OREGON DEPARTMENT OF REVENUE	293.37
96496	08/18/2017	RAY KLEIN, INC	593.35
96497	08/18/2017	TROY M SLONECKER, ATTORNEY	583.86
96498	08/18/2017	LTD & ATU PENSION TRUST	100,497.99
96499	08/18/2017	LTD SALARIED EMP. PENSION PLAN	19,023.69
96500	08/18/2017	SPECIAL MOBILITY SERVICES INC.	53,414.70
96501	08/18/2017	UNITED WAY OF LANE COUNTY	554.00



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96502	08/24/2017	A-1 FIRE PROTECTION	242.00
96503	08/24/2017	BARRETT BUSINESS SERVICES INC	602.87
96504	08/24/2017	BRATTAIN INTERNATIONAL TRUCKS	3,247.58
96505	08/24/2017	CINTAS CORPORATION	3,236.29
96506	08/24/2017	GEORGE DAY	84.00
96507	08/24/2017	JERAD R DEJONG	416.00
96508	08/24/2017	EOEJOURNAL	630.00
96509	08/24/2017	ERGOFLEX CONSULTING, INC.	280.00
96510	08/24/2017	EUGENE WATER & ELECTRIC BOARD	292.57
96511	08/24/2017	EUGENE WATER & ELECTRIC BOARD	817.92
96512	08/24/2017	EUROFINS ANA LABORATORIES, INC	495.60
96513	08/24/2017	GORDON TRUCK CENTERS, INC.	112.62
96514	08/24/2017	IC PROJECTS LIMITED	21,250.00
96515	08/24/2017	LTD REIMBURSEMENT PLAN	1,000.00
96516	08/24/2017	MARKETING & TECHNICAL MATERIAL	1,156.35
96517	08/24/2017	MCKENZIE SEW-ON	73.00
96518	08/24/2017	HART P MIGDAL	770.68
96519	08/24/2017	OREGON STATE POLICE	40.00
96520	08/24/2017	PITNEY BOWES, INC.	201.00
96521	08/24/2017	RADIATOR SUPPLY HOUSE, INC.	65.00
96522	08/24/2017	SIX ROBBLEES' INC	1,384.20
96523	08/24/2017	SMALL WORLD AUTO CENTER, INC	221.28
96524	08/24/2017	SPRINGFIELD UTILITY BOARD	576.98
96525	08/24/2017	TRANSIT LABOR EXCHANGE	375.00
96526	08/24/2017	UNITED PARCEL SERVICE	850.00
96527	08/24/2017	VERIZON WIRELESS	7,809.66
96528	08/24/2017	WHITE BIRD CLINIC	9,296.00
96529	08/24/2017	WYATT'S TIRE COMPANY	1,575.47
96530	08/24/2017	XPO LOGISTICS FREIGHT, INC	1,159.97
96531	08/24/2017	THE AFTERMARKET PARTS COMPANY LLC	3,956.62
96532	08/24/2017	CUMMINS NORTHWEST, INC.	1,247.78
96533	08/24/2017	ENGINEERED PRODUCTS	2,010.00
96534	08/24/2017	GILLESPIE DECALS, INC.	591.82
96535	08/24/2017	GILLIG CORPORATION	0.00
96536	08/24/2017	GILLIG CORPORATION	7,197.31
96537	08/24/2017	GORDON TRUCK CENTERS, INC.	127.62
96538	08/24/2017	HOLLAND & KNIGHT, LLP	12,665.72
96539	08/24/2017	LANE COUNCIL OF GOVERNMENTS	933.87
96540	08/24/2017	MODA HEALTH	2,490.00
96541	08/24/2017	MOHAWK MANUFACTURING & SUPPLY	10.76
96542	08/24/2017	MUNCIE TRANSIT SUPPLY	1,236.77
96543	08/24/2017	MYRMO & SONS	505.41
96544	08/24/2017	NINFA'S ELITE CORPORATION	6,508.57
96545	08/24/2017	PACIFICSOURCE HEALTH PLANS	609,052.81
96546	08/24/2017	THE PAPE GROUP	285.00
96547	08/24/2017	SITECRAFTING, INC.	400.00
96548	08/24/2017	AKA: SENIOR WHEELS, INC. SOUTH LANE WHEELS	6,199.02
96549	08/24/2017	SPECIAL MOBILITY SERVICES INC.	400,492.60
96550	08/24/2017	VISION SERVICE PLAN	4,868.90
96551	08/24/2017	WOODBURY ENERGY CO. INC.	18,439.00
96552	08/31/2017	A & E IMAGING, INC.	948.30
96553	08/31/2017	THE AFTERMARKET PARTS COMPANY LLC	83.71
96554	08/31/2017	CAIC PRIMARY	1,220.92
96555	08/31/2017	CENTRO LATINO AMERICANO	424.25

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96556	08/31/2017	GILLIG CORPORATION	1,407.91
96557	08/31/2017	GRAINGER INC	406.82
96558	08/31/2017	INSTEP MARKETING, INC.	6,450.00
96559	08/31/2017	LANE COUNCIL OF GOVERNMENTS	2,226.69
96560	08/31/2017	LEWIS AUDIO & VIDEO, INC.	103,454.59
96561	08/31/2017	LTD & ATU PENSION TRUST	101,075.34
96562	08/31/2017	LTD EMPLOYEES FUND	208.00
96563	08/31/2017	LTD SALARIED EMP. PENSION PLAN	172,069.01
96564	08/31/2017	MOHAWK MANUFACTURING & SUPPLY	316.26
96565	08/31/2017	NINFAS ELITE CORPORATION	46,456.71
96566	08/31/2017	OGLETREE, DEAKINS, NASH, SMOAK	4,829.99
96567	08/31/2017	PACIFIC POWER GROUP, LLC	38,365.92
96568	08/31/2017	PRE-PAID LEGAL SERVICES INC.	257.20
96569	08/31/2017	SCOFIELD ELECTRIC CO.	937.71
96570	08/31/2017	SPECIAL MOBILITY SERVICES INC.	149,798.95
96571	08/31/2017	TOUCHPOINT NETWORKS LLC	545.00
96572	08/31/2017	TRAPEZE ITS USA, LLC	143,915.62
96573	08/31/2017	UNITED WAY OF LANE COUNTY	554.00
96574	08/31/2017	US POSTAL SERVICE	130.95
96575	08/31/2017	WANNAMAHER CONSULTING, INC.	10,640.00
96576	08/31/2017	WOODBURY ENERGY CO. INC.	78,018.47
96577	08/31/2017	ZONES, INC.	12,609.41
91080117	07/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	25,015.00
91090117	08/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	24,865.00
92080117	07/31/2017	BENEFIT PLANS ADMIN SVCS, LLC	1,839.00
93062817	07/02/2017	BENEFIT PLANS ADMIN SVCS, LLC	27,628.21
800645916	08/21/2017	INTERNAL REVENUE SERVICE-EFTPS	195,173.54
802324296	07/21/2017	VALIC %CHASE BANK OF TEXAS	76,434.87
802340902	08/04/2017	VALIC %CHASE BANK OF TEXAS	71,151.08
802358345	08/17/2017	VALIC %CHASE BANK OF TEXAS	72,008.91
804039597	08/04/2017	INTERNAL REVENUE SERVICE-EFTPS	189,262.31
804076696	08/02/2017	BANK OF AMERICA	24.90
804076701	08/02/2017	BANK OF AMERICA	1,811.40
804076702	08/02/2017	BANK OF AMERICA	2,198.14
807035114	07/03/2017	BANK OF AMERICA	24.90
807035119	07/03/2017	BANK OF AMERICA	1,923.99
807035120	07/03/2017	BANK OF AMERICA	2,696.99
807052017	07/07/2017	VALIC %CHASE BANK OF TEXAS	87,776.66
811160705	07/07/2017	OREGON DEPARTMENT OF REVENUE	47,658.10
812342272	08/17/2017	MASS MUTUAL FINANCIAL GROUP	3,568.09
813063255	07/07/2017	MASS MUTUAL FINANCIAL GROUP	3,631.66
817000900	07/21/2017	MASS MUTUAL FINANCIAL GROUP	3,627.37
818064061	08/04/2017	MASS MUTUAL FINANCIAL GROUP	3,537.18
826160628	07/05/2017	OREGON DEPARTMENT OF REVENUE	2,029.50
839160816	08/21/2017	OREGON DEPARTMENT OF REVENUE	46,774.25
844704846	07/21/2017	INTERNAL REVENUE SERVICE-EFTPS	207,442.57
845160719	07/21/2017	OREGON DEPARTMENT OF REVENUE	49,586.34
851175072	08/21/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
851992243	07/07/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
852473132	07/21/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
852930359	08/04/2017	OREGON DEPARTMENT OF JUSTICE	1,759.00
854160720	07/26/2017	OREGON DEPARTMENT OF REVENUE	14.54
855707874	07/05/2017	INTERNAL REVENUE SERVICE-EFTPS	9,689.54
861449997	07/07/2017	INTERNAL REVENUE SERVICE-EFTPS	198,880.27



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879160802	08/04/2017	OREGON DEPARTMENT OF REVENUE	45,480.68
880575600	07/19/2017	INTERNAL REVENUE SERVICE-EFTPS	4,876.83
891918087	07/26/2017	INTERNAL REVENUE SERVICE-EFTPS	61.10
892160710	07/13/2017	OREGON DEPARTMENT OF REVENUE	4,346.49
893160713	07/19/2017	OREGON DEPARTMENT OF REVENUE	1,046.93
			491 Checks \$10,821,468.43

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2017

ITEM TITLE: MONTHLY PERFORMANCE REPORTS

PREPARED BY: Planning and Development

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.

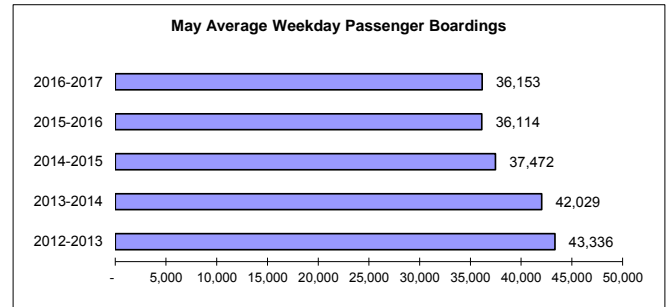
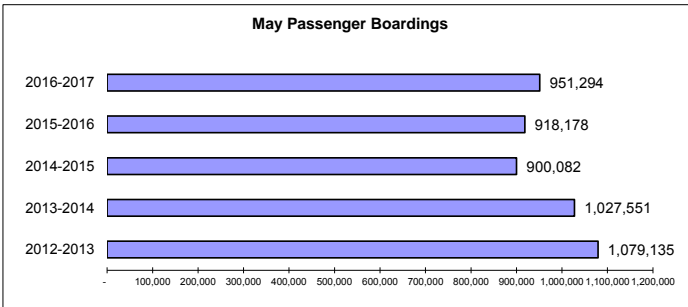
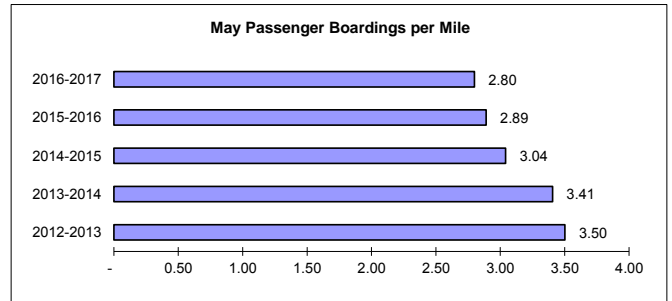
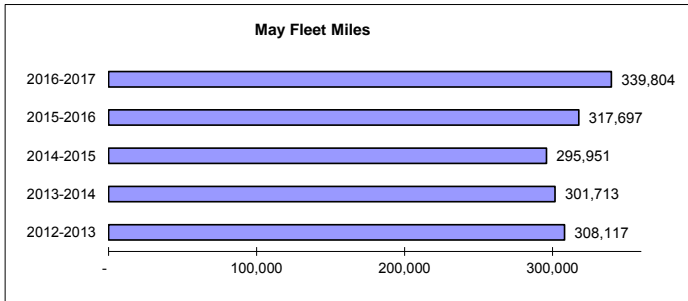
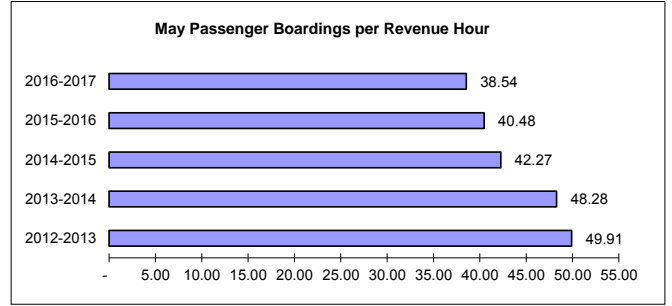
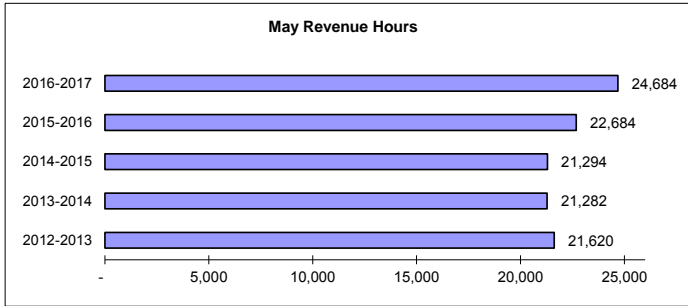
ATTACHMENTS:

- 1) May 2017 Performance Reports
- 2) May 2017 RideSource Activity and Productivity Reports
- 3) June 2017 Performance Reports
- 4) June 2017 RideSource Activity and Productivity Reports

PROPOSED MOTION: None

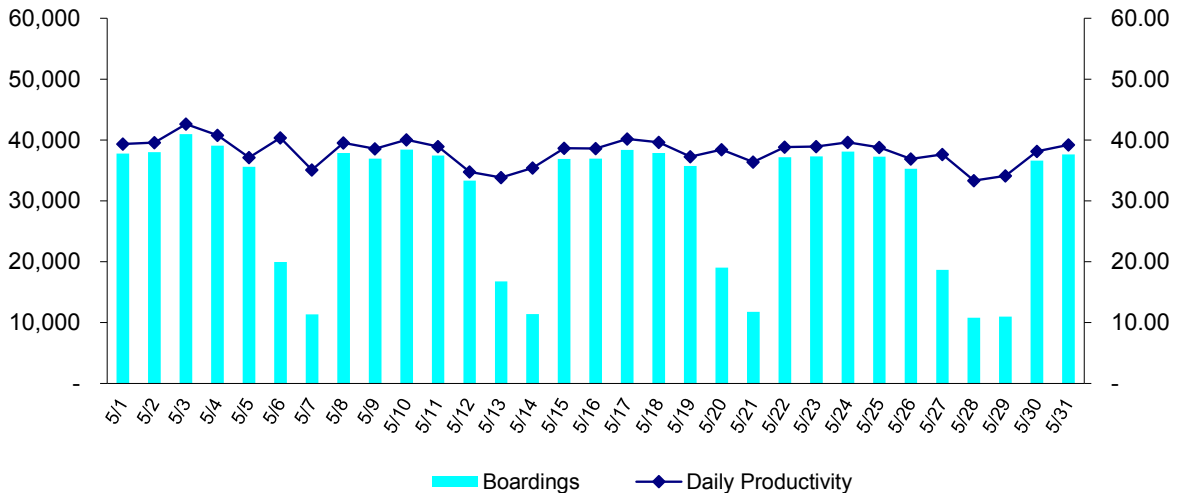
LANE TRANSIT DISTRICT
May 2017 Performance Report
31-August-2017

Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	951,294	918,178	+ 3.6%	9,384,781	9,460,167	- 0.8%	10,172,992	10,243,574	- 0.7%
Mobility Assisted Riders	13,451	14,397	- 6.6%	141,971	150,448	- 5.6%	156,288	163,535	- 4.4%
<u>Average Passenger Boardings:</u>									
Weekday	36,153	36,114	+ 0.1%	33,414	34,143	- 2.1%	33,203	33,846	- 1.9%
Saturday	18,613	18,468	+ 0.8%	18,929	19,379	- 2.3%	18,794	19,185	- 2.0%
Sunday	11,330	9,868	+ 14.8%	10,694	9,891	+ 8.1%	10,625	9,734	+ 9.2%
Monthly Revenue Hours	24,684	22,684	+ 8.8%	257,570	245,852	+ 4.8%	279,728	266,849	+ 4.8%
Boardings Per Revenue Hour	38.5	40.5	- 4.8%	36.44	38.48	- 5.3%	36.37	38.39	- 5.3%
Weekly Revenue Hours	5,574	5,122	+ 8.8%	5,384	5,120	+ 5.1%	5,366	5,096	+ 5.3%
Weekdays	23	22		240	237		262	259	
Saturdays	4	4		48	47		52	51	
Sundays	4	5		47	50		51	54	
Passenger Revenues & Sales									
Total Passenger Revenues	\$374,296	\$594,944	- 37.1%	\$6,296,944	\$6,617,402	- 4.8%	\$6,888,548	\$7,230,321	- 4.7%
Average Passenger Fare	\$0.39	\$0.65	- 39.3%	\$0.67	\$0.70	- 4.1%	\$0.68	\$0.71	- 4.1%
Farebox Revenue	\$156,277	\$146,404	+ 6.7%	\$1,611,607	\$1,744,850	- 7.6%	\$1,775,827	\$1,911,754	- 7.1%
Adult Pass	2,926	2,380	+ 22.9%	30,361	25,828	+ 17.6%	32,752	28,106	+ 16.5%
Youth Pass	1,008	1,075	- 6.2%	9,674	10,397	- 7.0%	10,455	11,283	- 7.3%
Reduced Fare Pass	1,026	1,049	- 2.2%	11,534	12,225	- 5.7%	32,752	28,106	+ 16.5%
Adult 3 Month Pass	106	88	+ 20.5%	1,676	2,019	- 17.0%	1,766	2,279	- 22.5%
Youth 3 Month Pass	12	20	- 40.0%	746	631	+ 18.2%	764	642	+ 19.0%
Reduced Fare 3 Month Pass	42	29	+ 44.8%	564	557	+ 1.3%	629	615	+ 2.3%
Adult 10-Ride Ticket Book	2,282	1,795	+ 27.1%	20,098	18,556	+ 8.3%	21,896	20,061	+ 9.1%
Half-Fare 10-Ride Ticket Book	340	490	- 30.6%	4,229	4,175	+ 1.3%	4,606	4,782	- 3.7%
RideSource 10-Ride Ticket Book	412	509	- 19.1%	4,464	4,903	- 9.0%	5,016	5,416	- 7.4%
Fleet Services									
Fleet Miles	339,804	317,697	+ 7.0%	3,593,905	3,436,827	+ 4.6%	3,907,595	3,728,866	+ 4.8%
Average Passenger Boardings/Mile	2.80	2.89	- 3.1%	2.61	2.75	- 5.1%	2.60	2.75	- 5.2%
Fuel Cost	\$163,322	\$304,192	- 46.3%	\$2,299,643	\$1,782,630	+ 29.0%	\$2,603,837	\$1,968,115	+ 32.3%
Fuel Cost Per Mile	\$0.481	\$0.957	- 49.8%	\$0.640	\$0.519	+ 23.4%	\$0.666	\$0.528	+ 26.2%
Repair Costs	\$314,444	\$207,728	+ 51.4%	\$2,830,804	\$2,511,428	+ 12.7%	\$3,079,619	\$2,718,666	+ 13.3%
Total Repair Cost Per Mile	\$0.925	\$0.654	+ 41.5%	\$0.788	\$0.731	+ 7.8%	\$0.788	\$0.729	+ 8.1%
Preventive Maintenance Costs	\$35,270	\$39,111	- 9.8%	\$394,984	\$356,248	+ 10.9%	\$431,155	\$387,415	+ 11.3%
Total PM Cost Per Mile	\$0.104	\$0.123	- 15.7%	\$0.110	\$0.104	+ 6.0%	\$0.110	\$0.104	+ 6.2%
Mechanical Road Calls	48	24	+ 100.0%	380	419	- 9.3%	423	468	- 9.6%
Miles/Mech. Road Call	7,079	13,237	- 46.5%	9,458	8,202	+ 15.3%	9,238	7,968	+ 15.9%
Special Mobility Service									
SMS Rides	16,067	15,521	+ 3.5%	161,864	174,755	- 7.4%	177,403	191,413	- 7.3%
SMS Ride Refusals	-	-	+ 0.0%	-	8	- 100.0%	-	8	- 100.0%
RideSource	7,637	7,540	+ 1.3%	79,789	81,627	- 2.3%	87,020	89,401	- 2.7%
RideSource Refusals	-	-	+ 0.0%	-	2	- 100.0%	-	2	- 100.0%



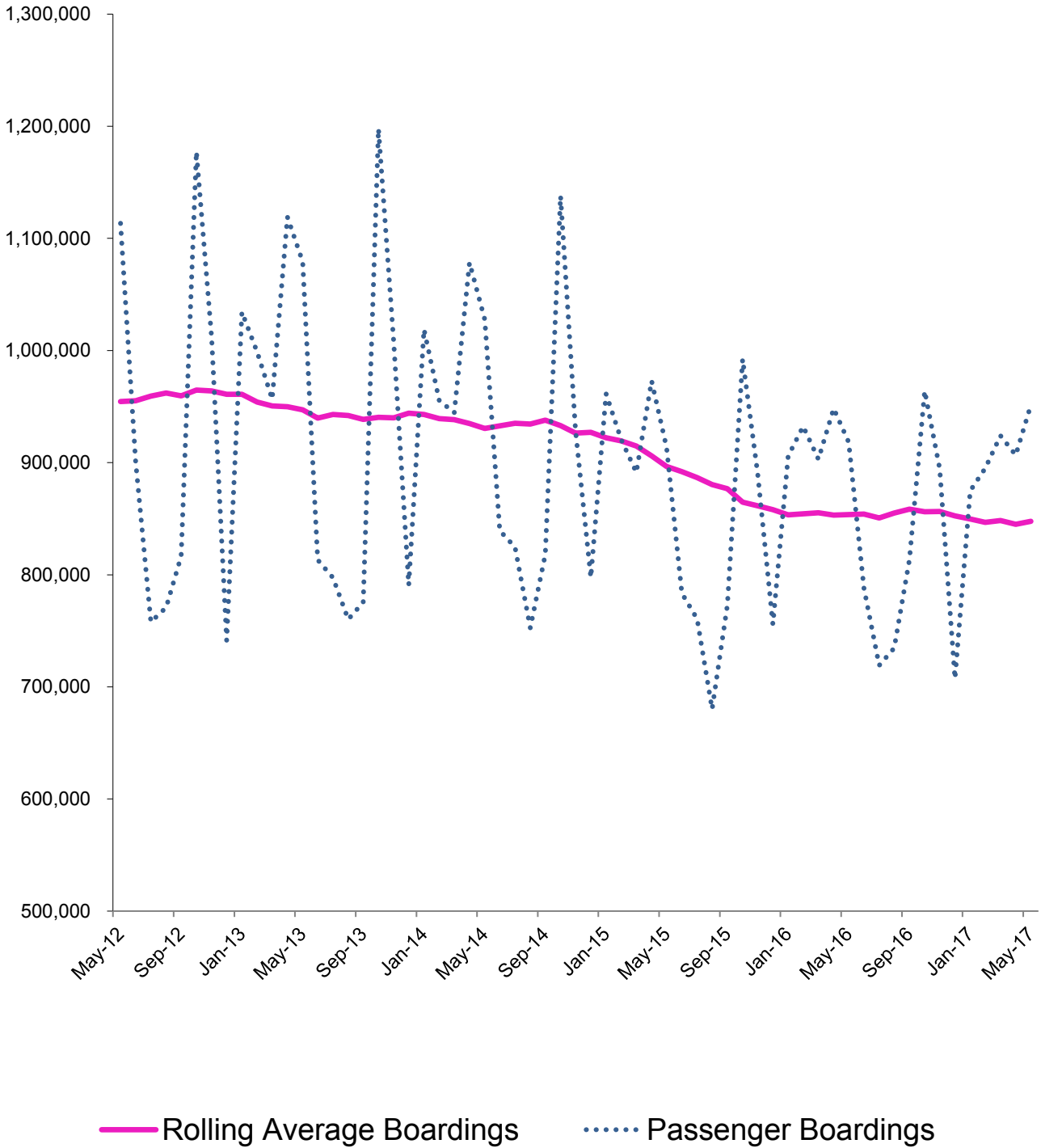
Daily Ridership Recap May 2017

Date	Day	Service	Boardings	Mobility	Revenue	Daily
				Assisted Boardings	Hours	Productivity
5/1/2017	Monday	Weekday	37,748	553	959	39.36
5/2/2017	Tuesday	Weekday	38,011	444	960	39.59
5/3/2017	Wednesday	Weekday	40,948	667	961	42.61
5/4/2017	Thursday	Weekday	39,060	564	958	40.77
5/5/2017	Friday	Weekday	35,617	457	959	37.14
5/6/2017	Saturday	Saturday	19,976	352	495	40.36
5/7/2017	Sunday	Sunday	11,365	203	324	35.08
5/8/2017	Monday	Weekday	37,846	532	957	39.55
5/9/2017	Tuesday	Weekday	36,949	607	958	38.57
5/10/2017	Wednesday	Weekday	38,399	540	959	40.04
5/11/2017	Thursday	Weekday	37,429	372	961	38.95
5/12/2017	Friday	Weekday	33,323	394	959	34.75
5/13/2017	Saturday	Saturday	16,757	292	495	33.85
5/14/2017	Sunday	Sunday	11,406	206	322	35.42
5/15/2017	Monday	Weekday	36,900	497	955	38.64
5/16/2017	Tuesday	Weekday	36,947	431	957	38.61
5/17/2017	Wednesday	Weekday	38,359	542	955	40.17
5/18/2017	Thursday	Weekday	37,864	554	956	39.61
5/19/2017	Friday	Weekday	35,753	549	959	37.28
5/20/2017	Saturday	Saturday	19,047	316	496	38.40
5/21/2017	Sunday	Sunday	11,751	230	323	36.38
5/22/2017	Monday	Weekday	37,148	481	957	38.82
5/23/2017	Tuesday	Weekday	37,328	454	959	38.92
5/24/2017	Wednesday	Weekday	38,073	558	961	39.62
5/25/2017	Thursday	Weekday	37,273	439	961	38.79
5/26/2017	Friday	Weekday	35,287	512	956	36.91
5/27/2017	Saturday	Saturday	18,671	318	496	37.64
5/28/2017	Sunday	Sunday	10,798	218	324	33.33
5/29/2017	Monday	Weekday	10,983	161	322	34.11
5/30/2017	Tuesday	Weekday	36,632	475	960	38.16
5/31/2017	Wednesday	Weekday	37,646	533	960	39.21
Totals			951,294	13,451	24,684	38.54



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings



Special Mobility Services: RideSource Activity and Productivity Information

May-17	Prior			Current YTD	Previous YTD	%	Current		
	Current Month	Year's Month	% Change				Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	16,222	15,567	4.2%	162,603	175,556	-7.4%	178,169	192,247	-7.3%
RideSource(All Modes)	14,173	13,347	6.2%	139,906	148,436	-5.7%	152,410	162,599	-6.3%
Shopper	523	576	-9.2%	5,438	6,405	-15.1%	5,979	7,103	-15.8%
Escort Volunteers-Metro	1,125	1,312	-14.3%	12,669	15,138	-16.3%	14,529	16,399	-11.4%
Escort Volunteers-Rural	401	332	20.8%	4,590	5,577	-17.7%	5,251	6,146	-14.6%
RideSource Cost per Ride*	-	\$ 26.55	-	-	\$ 23.61	-	-	\$ 23.61	-
RideSource(All Modes)*	-	\$ 29.88	-	-	\$ 26.79	-	-	\$ 26.79	-
RideSource Shopper*	-	\$ 13.16	-	-	\$ 12.33	-	-	\$ 12.21	-
RideSource Escort*	-	\$ 4.27	-	-	\$ 4.30	-	-	\$ 4.29	-
Ride Reservations	14,855	14,681	1.2%	154,637	165,589	-6.6%	168,750	181,347	-6.9%
Cancelled Number	1,484	1,416	4.8%	19,021	16,755	13.5%	20,492	18,233	12.4%
Cancelled % of Total	9.99%	9.65%		12.30%	10.12%		12.14%	10.05%	
No-Show Number	66	65	1.5%	784	1058	-25.9%	857	1,209	-29.1%
No-Show % of Total	0.44%	0.44%		0.51%	0.64%		0.51%	0.67%	
Ride Refusals Number*	-	-	0.0%	-	8	-100.0%	-	8	-100.0%
Ride Refusals % of Total*	0.00%	0.00%		0.00%	0.00%		0.00%	0.00%	
Service Hours	9,175	8,145	12.6%	91,123	87,781	3.8%	99,299	96,044	3.4%
Agency Staff	9,175	8,062	13.8%	91,117	86,765	5.0%	99,211	94,900	4.5%
Agency SMS Volunteer*	-	83	-100.0%	6	1,016	-99.4%	88	1,144	-92.3%

Avg. Trips/Service Hr.	1.60	1.71	-6.4%	1.60	1.76	-9.1%	1.60	1.77	-9.6%
RideSource System Miles	108,463	98,805	9.8%	1,080,754	1,101,558	-1.9%	1,176,651	1,206,828	-2.5%
Avg. Miles/Trip	7.38	7.10	4.0%	7.44	7.11	4.5%	7.43	7.11	4.5%
Miles/Vehicle Hour	11.82	12.13	-2.5%	11.86	12.55	-5.5%	11.85	12.57	-5.7%
On-Time Performance %	88.8%	87.2%	1.8%	87.4%	86.5%	1.1%	87.3%	86.3%	1.2%
Sample	12,647	12,049		126,985	135,680		138,430	148,624	
On-Time	11,227	10,510		110,996	117,330		120,912	128,303	

- RideSource (All Modes) includes all rides except Shopper, Escort, & Taxi

- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.- Escort Volunteers-Rural is out of district volunteer rides.

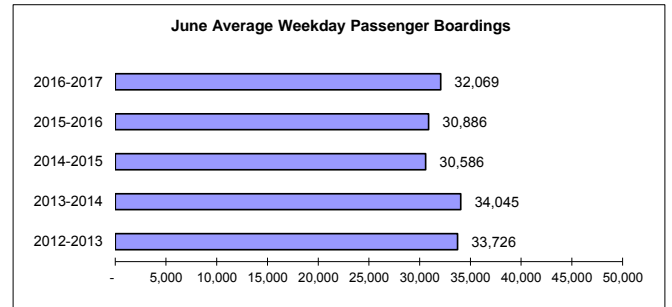
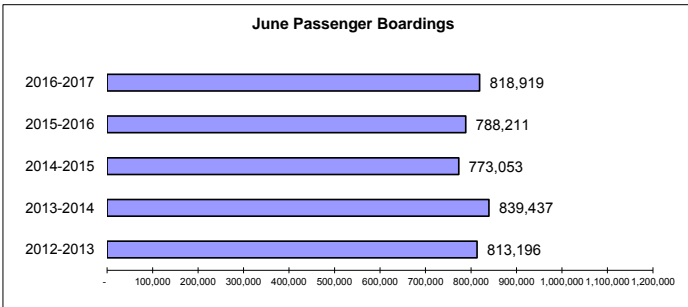
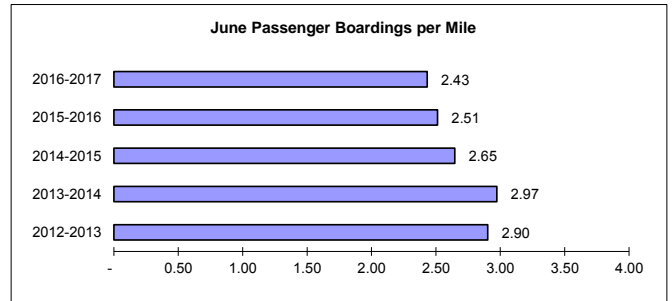
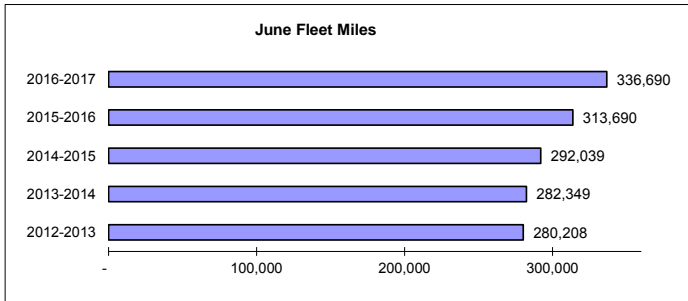
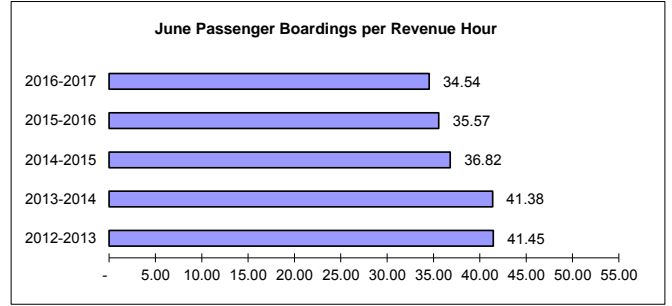
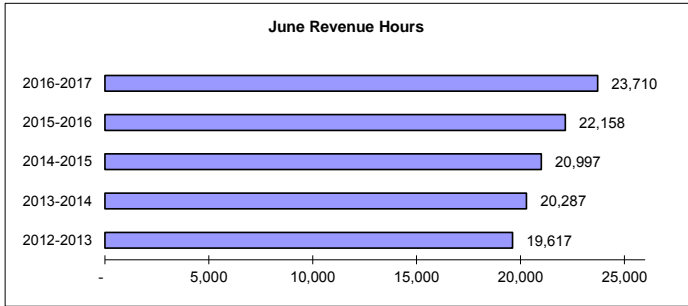
- RideSource System Miles includes miles by volunteers in agency vehicles.

- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.

* Some SMS data was unavailable. This report will be updated once additional data becomes available.

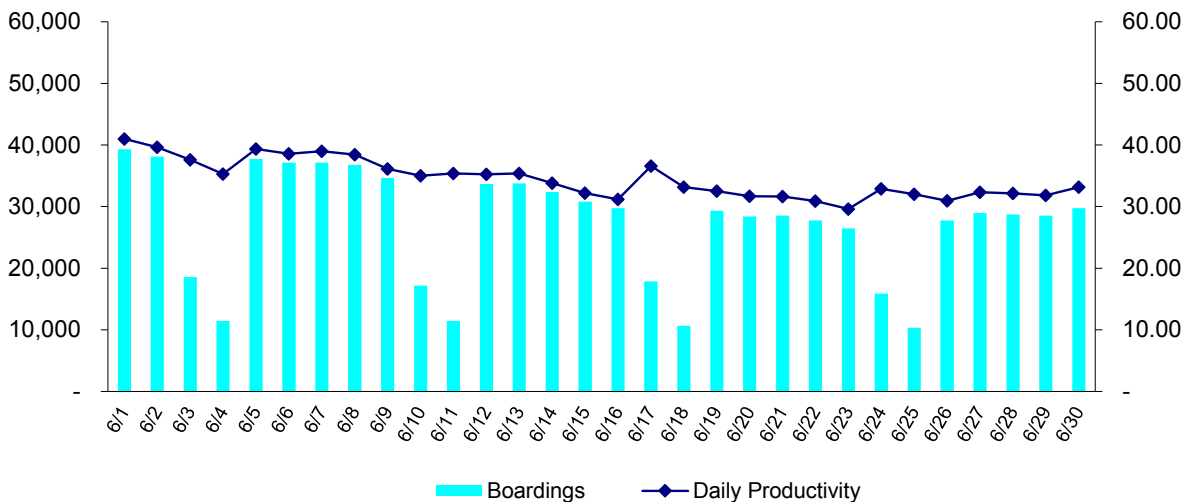
LANE TRANSIT DISTRICT
June 2017 Performance Report
31-August-2017

Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	818,919	788,211	+ 3.9%	10,203,700	10,248,378	- 0.4%	10,203,700	10,248,378	- 0.4%
Mobility Assisted Riders	13,683	14,317	- 4.4%	155,654	164,765	- 5.5%	155,654	164,765	- 5.5%
<u>Average Passenger Boardings:</u>									
Weekday	32,069	30,886	+ 3.8%	33,302	33,871	- 1.7%	33,302	33,871	- 1.7%
Saturday	17,384	17,316	+ 0.4%	18,800	19,207	- 2.1%	18,800	19,207	- 2.1%
Sunday	10,960	9,865	+ 11.1%	10,716	9,889	+ 8.4%	10,716	9,889	+ 8.4%
Monthly Revenue Hours	23,710	22,158	+ 7.0%	281,280	268,010	+ 5.0%	281,280	268,010	+ 5.0%
Boardings Per Revenue Hour	34.5	35.6	- 2.9%	36.28	38.24	- 5.1%	36.28	38.24	- 5.1%
Weekly Revenue Hours	5,532	5,170	+ 7.0%	5,396	5,125	+ 5.3%	5,396	5,125	+ 5.3%
Weekdays	22	22		262	259		262	259	
Saturdays	4	4		52	51		52	51	
Sundays	4	4		51	54		51	54	
Passenger Revenues & Sales									
Total Passenger Revenues*	\$840,762	\$591,604	+ 42.1%	\$7,137,706	\$7,209,007	- 1.0%	\$7,137,706	\$7,209,007	- 1.0%
Average Passenger Fare	\$1.03	\$0.75	+ 36.8%	\$0.70	\$0.70	- 0.6%	\$0.70	\$0.70	- 0.6%
Farebox Revenue	\$152,215	\$164,219	- 7.3%	\$1,763,822	\$1,909,069	- 7.6%	\$1,763,822	\$1,909,069	- 7.6%
Adult Pass	1,331	2,391	- 44.3%	31,692	28,219	+ 12.3%	31,692	28,219	+ 12.3%
Youth Pass	161	781	- 79.4%	9,835	11,178	- 12.0%	9,835	11,178	- 12.0%
Reduced Fare Pass	585	1,096	- 46.6%	12,119	13,321	- 9.0%	31,692	28,219	+ 12.3%
Adult 3 Month Pass	87	90	- 3.3%	1,763	2,109	- 16.4%	1,763	2,109	- 16.4%
Youth 3 Month Pass	9	18	- 50.0%	755	649	+ 16.3%	755	649	+ 16.3%
Reduced Fare 3 Month Pass	61	65	- 6.2%	625	622	+ 0.5%	625	622	+ 0.5%
Adult 10-Ride Ticket Book	1,556	1,798	- 13.5%	21,654	20,354	+ 6.4%	21,654	20,354	+ 6.4%
Half-Fare 10-Ride Ticket Book	262	377	- 30.5%	4,491	4,552	- 1.3%	4,491	4,552	- 1.3%
RideSource 10-Ride Ticket Book	359	552	- 35.0%	4,823	5,455	- 11.6%	4,823	5,455	- 11.6%
* Total Passenger Revenues for June17 include \$462,800 Group Pass Earned Income									
Fleet Services									
Fleet Miles	336,690	313,690	+ 7.3%	3,930,595	3,750,517	+ 4.8%	3,930,595	3,750,517	+ 4.8%
Average Passenger Boardings/Mile	2.43	2.51	- 3.2%	2.60	2.73	- 5.0%	2.60	2.73	- 5.0%
Fuel Cost	\$142,018	\$304,194	- 53.3%	\$2,441,661	\$2,086,824	+ 17.0%	\$2,441,661	\$2,086,824	+ 17.0%
Fuel Cost Per Mile	\$0.422	\$0.970	- 56.5%	\$0.621	\$0.556	+ 11.6%	\$0.621	\$0.556	+ 11.6%
Repair Costs	\$310,395	\$248,815	+ 24.7%	\$3,141,199	\$2,760,242	+ 13.8%	\$3,141,199	\$2,760,242	+ 13.8%
Total Repair Cost Per Mile	\$0.922	\$0.793	+ 16.2%	\$0.799	\$0.736	+ 8.6%	\$0.799	\$0.736	+ 8.6%
Preventive Maintenance Costs	\$34,435	\$36,171	- 4.8%	\$429,419	\$392,419	+ 9.4%	\$429,419	\$392,419	+ 9.4%
Total PM Cost Per Mile	\$0.102	\$0.115	- 11.3%	\$0.109	\$0.105	+ 4.4%	\$0.109	\$0.105	+ 4.4%
Mechanical Road Calls	32	43	- 25.6%	412	462	- 10.8%	412	462	- 10.8%
Miles/Mech. Road Call	10,522	7,295	+ 44.2%	9,540	8,118	+ 17.5%	9,540	8,118	+ 17.5%
Special Mobility Service									
SMS Rides	15,708	15,539	+ 1.1%	177,572	190,294	- 6.7%	177,572	190,294	- 6.7%
SMS Ride Refusals	-	-	+ 0.0%	-	8	- 100.0%	-	8	- 100.0%
RideSource	7,370	7,231	+ 1.9%	87,159	88,858	- 1.9%	87,159	88,858	- 1.9%
RideSource Refusals	-	-	+ 0.0%	-	2	- 100.0%	-	2	- 100.0%



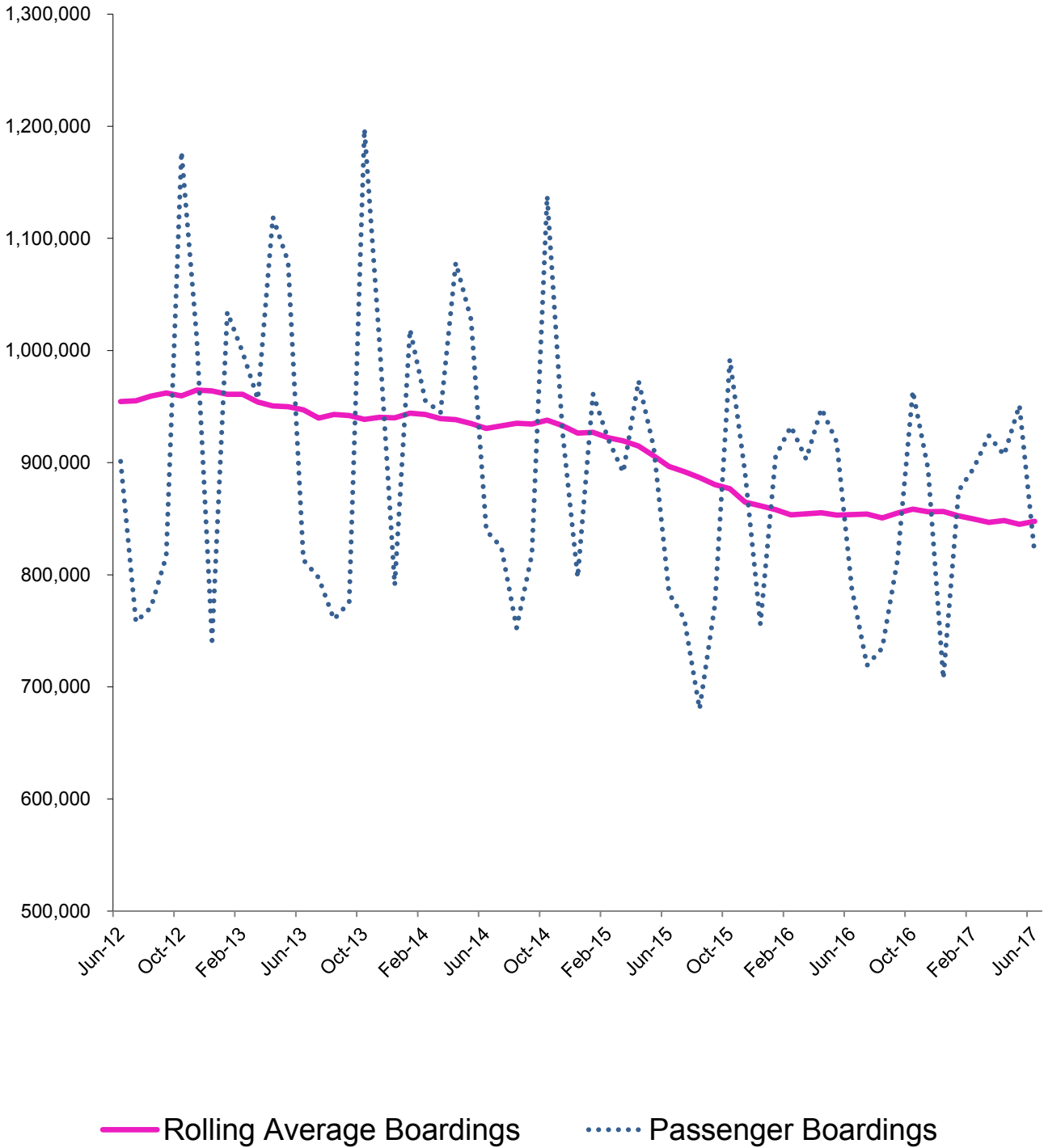
Daily Ridership Recap June 2017

Date	Day	Service	Boardings	Mobility	Revenue	Daily
				Assisted Boardings	Hours	Productivity
6/1/2017	Thursday	Weekday	39,317	635	959	41.00
6/2/2017	Friday	Weekday	38,112	693	961	39.66
6/3/2017	Saturday	Saturday	18,572	379	494	37.60
6/4/2017	Sunday	Sunday	11,433	257	324	35.29
6/5/2017	Monday	Weekday	37,738	658	959	39.35
6/6/2017	Tuesday	Weekday	37,118	602	962	38.58
6/7/2017	Wednesday	Weekday	37,150	600	953	38.98
6/8/2017	Thursday	Weekday	36,772	507	957	38.42
6/9/2017	Friday	Weekday	34,666	448	960	36.11
6/10/2017	Saturday	Saturday	17,194	329	491	35.02
6/11/2017	Sunday	Sunday	11,459	207	324	35.37
6/12/2017	Monday	Weekday	33,657	481	955	35.24
6/13/2017	Tuesday	Weekday	33,787	534	955	35.38
6/14/2017	Wednesday	Weekday	32,380	538	957	33.83
6/15/2017	Thursday	Weekday	30,815	411	957	32.20
6/16/2017	Friday	Weekday	29,743	509	954	31.18
6/17/2017	Saturday	Saturday	17,883	406	489	36.57
6/18/2017	Sunday	Sunday	10,643	207	321	33.16
6/19/2017	Monday	Weekday	29,350	472	902	32.54
6/20/2017	Tuesday	Weekday	28,426	435	897	31.69
6/21/2017	Wednesday	Weekday	28,533	490	902	31.63
6/22/2017	Thursday	Weekday	27,764	458	898	30.92
6/23/2017	Friday	Weekday	26,479	431	894	29.62
6/24/2017	Saturday	Saturday	15,890	245	483	32.90
6/25/2017	Sunday	Sunday	10,308	154	322	32.01
6/26/2017	Monday	Weekday	27,734	493	896	30.95
6/27/2017	Tuesday	Weekday	28,970	515	896	32.33
6/28/2017	Wednesday	Weekday	28,738	497	894	32.15
6/29/2017	Thursday	Weekday	28,533	520	897	31.81
6/30/2017	Friday	Weekday	29,755	572	897	33.17
Totals			818,919	13,683	23,710	34.54



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings



Special Mobility Services: RideSource Activity and Productivity Information

June-17	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	15,812	15,566	1.6%	178,415	191,122	-6.6%	178,415	191,122	-6.6%
RideSource(All Modes)	13,583	12,504	8.6%	153,489	160,940	-4.6%	153,489	160,940	-4.6%
Shopper	484	541	-10.5%	5,922	6,946	-14.7%	5,922	6,946	-14.7%
Escort Volunteers-Metro	1,263	1,860	-32.1%	13,932	16,998	-18.0%	13,932	16,998	-18.0%
Escort Volunteers-Rural	482	661	-27.1%	5,072	6,238	-18.7%	5,072	6,238	-18.7%
RideSource Cost per Ride	\$ 27.23	\$ 25.47	6.9%	\$ 26.81	\$ 23.76	12.9%	\$ 26.81	\$ 23.76	12.9%
RideSource(All Modes)	\$ 30.53	\$ 30.29	0.8%	\$ 30.05	\$ 27.06	11.1%	\$ 30.05	\$ 27.06	11.1%
RideSource Shopper	\$ 18.22	\$ 14.18	28.4%	\$ 16.82	\$ 12.48	34.8%	\$ 16.82	\$ 12.48	34.8%
RideSource Escort	\$ 4.05	\$ 3.99	1.6%	\$ 3.77	\$ 4.26	-11.5%	\$ 3.77	\$ 4.26	-11.5%
Ride Reservations	13,949	14,113	-1.2%	168,586	179,702	-6.2%	168,586	179,702	-6.2%
Cancelled Number	1,255	1,471	-14.7%	20,276	18,226	11.2%	20,276	18,226	11.2%
Cancelled % of Total	9.00%	10.42%		12.03%	10.14%		12.03%	10.14%	
No-Show Number	73	73	0.0%	857	1,131	-24.2%	857	1,131	-24.2%
No-Show % of Total	0.52%	0.52%		0.51%	0.63%		0.51%	0.63%	
Ride Refusals Number	0	0	#DIV/0!	0	8	-100.0%	0	8	-100.0%
Ride Refusals % of Total	0.00%	0.00%		0.00%	0.00%		0.00%	0.00%	
Service Hours	8,840	8,176	8.1%	99,963	95,957	4.2%	99,963	95,957	4.2%
Agency Staff	8,840	8,094	9.2%	99,957	94,859	5.4%	99,957	94,859	5.4%
Agency SMS Volunteer	-	82	-100.0%	6	1,098	-99.5%	6	1,098	-99.5%
Avg. Trips/Service Hr.	1.59	1.60	-0.6%	1.59	1.75	-9.1%	1.59	1.75	-9.1%
RideSource System Miles	104,495	95,897	9.0%	1,185,249	1,197,455	-1.0%	1,185,249	1,197,455	-1.0%
Avg. Miles/Trip	7.43	7.35	1.0%	7.44	7.13	4.2%	7.44	7.13	4.2%
Miles/Vehicle Hour	11.82	11.73	0.8%	11.86	12.48	-5.0%	11.86	12.48	-5.0%

Special Mobility Services: RideSource Activity and Productivity Information

June-17	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
On-Time Performance %	88.0%	86.6%	1.6%	87.5%	86.5%	1.1%	87.5%	86.5%	1.1%
Sample	12,043	11,445		139,028	147,125		139,028	147,125	
On-Time	10,596	9,916		121,592	127,246		121,592	127,246	

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

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

- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.



MONTHLY DEPARTMENT REPORTS

September 20, 2017

OFFICE OF THE GENERAL MANAGER

Aurora Jackson, General Manager

There is no department report this month.

SERVICE DELIVERY

Mark Johnson, Assistant General Manager

POINT2POINT

Theresa Brand, Transportation Options Manager

Rideshare Specialist, Tracy Ellis, attended the International ACT Conference (Association for Commuter Transportation). Staff (one) attend this training each year in order to stay abreast and ahead of the curve on new and emerging national and international transportation options trends.

Tracy Ellis participated in the University of Oregon's public forum for the Director of Parking and Transportation final candidates.

Point2point received one of three ODOT TO Innovation grants to improve Employer Transportation tools and web presence. A part-time limited-term staff person will be hired this fall to complete this effort and the 'ETC Toolkit' will be completed by next summer. Once completed, Alta Planning and Design, will work with Point2point to make the materials more generic for statewide use by other key transportation options providers.

School Programs

This August, Point2point staff supported the following Safe Routes to School efforts:

- Administrative support for the inventorying and prioritizing of infrastructure deficiencies around schools
- Editing and layout of 5-year Strategic Plan
- Logistics for the October Walk+Roll Event
- Coordination of the annual Safe Routes To School (SRTS) retreat
- Event outreach and general communications (Bus Talk Article, In Motion Article, SRTS Blog)

The SRTS program conducted outreach and education at the following events this August.

8/8/2017	Party in Park (Bethel Community Park)
8/15/2017	Party in the Park (Washington Jefferson Park)
8/22/2017	Party in the Park (Arrowhead Park)

Point2point is broadly promoting SchoolPool throughout the region and also will be targeting four to five schools in Eugene and Springfield with a higher degree of outreach and administrative support. Selected schools were identified with input from the school districts. Point2point staff conducted the following outreach and education for the SchoolPool program this August:

8/11/2017	Meeting with Cindy Nees, Principal, Mt. Vernon Elementary
8/16/2017	Presentation, PTA, Mt. Vernon Elementary
8/17/2017	Meeting with Carla LaFleur, Principal, Village School
8/24/2017	In Motion article submitted
8/29/2017	Meeting with Suzanne Price, Director of Elementary Education, Springfield Public Schools

Education and Outreach

Point2point provided transportation options information at the following employer and community events:

Date	Event	# of People
08/08/17	Party in the Park – Bethel Community Park	75
08/11/17	Springfield Farmer’s Market	80
08/15/17	Party in the Park – Washington Jefferson Park	100
08/22/17	Party in the Park – Arrowhead Park	100
08/24/17	Community Spotlight – Eugene Emeralds	300
08/24/17	Campbell Community Center Ice Cream Social	80
08/26/17	Saturday Market Tabling	50

Be Safe Be Seen

Point2point received a \$3200 grant from ODOT to host rural light events in the towns of Florence, Oakridge, and Cottage Grove. These events will be held during the fall time change when residence will be traveling to and from work in the dark. Staff will be handing out bike and walking lights to encourage safe travel for pedestrians and bicyclists during the fall and winter months.

Park and Ride

The number of spaces available at the Booth Kelly Park & Ride lot has been reduced from 78 to 32. This is due to a City of Springfield request as they will be using the remaining spaces for their paid parking inventory.

A new Park & Ride lot has been established at Walmart on West 11th. There will be 27 spaces available adjacent to the EmX platform and the pedestrian crossing on West 11th.

CarShare Program

July 2017 statistics for the regional CarShare program operated by Enterprise CarShare:
(CarShare reporting experiences a 30-day lag)

Measure	Current Month	Prior Year's Month	Current YTD	Previous YTD
Cars in Fleet	5	8	5	8
New Members	2	5	2	5
Reservations	84	100	84	100
Hours	649	875	649	875
Fleet Utilization	17%	14%	17%	14%

Drive Less Connect/Oregon Drive Less Challenge

Planning continues for the Oregon Drive Less Challenge held September 16–30. During August, Point2point received another \$780 in prize donations for a total of \$6,672 in prize donations and sponsorships.

An eight-page Drive Less Challenge Guide was published in the Register Guard on August 25. This guide included challenge information along with other key transportation related materials, including a highlight on the new LTD Emx West Eugene service.

The Oregon Drive Less Challenge Kickoff party has been scheduled for Sunday, September 10 at Oakshire Public House from 2 – 4 p.m. There will be a KDUK live remote, free bike tune-ups, valet bike parking, prizes, food, and fun.

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

Measure	Current Month	Prior Year's Month	Current YTD	Previous YTD
New Users	74	23	84	38
Ridematch Searches Performed	67	61	92	92
Match Success Rate	33%	49%	38%	60%
Ridematch Requests Sent	14	25	17	43
Non SOV Miles Reported	30,963	1,537	54,534	22,387
Non SOV Trips Reported	2,275	1,049	3,158	2,520
CO2 Savings	23,187	12,128	42,031	26,734

Vanpool Program

One Eugene to Salem vanpool disbanded at the end of July.

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

Measure	Current Month	Prior Year's Month	Current YTD	Previous YTD
# of Vanpools	16	17	16	17
# of Riders	137	142	137	142
Passenger Boardings	3,359	3,167	3,359	3,167
Total Passenger Miles	239,299	167,897	239,299	167,897
CO2 Reduced	145,494	102,081	145,494	102,081

ADMINISTRATION

Roland Hoskins, Assistant General Manager

There is no department report this month.

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.

XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

LTD Board Meeting Annual Calendar

Action Items
Information Items

2017-18

<p align="center">June: 6/21/2017</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● Executive Session (Closed) ● Procurement Policy ● Committee Member Appointment ● Pension Trustee-elect Selection ● FY 2016 Financial Report (CAFR) ● BCC Report ● Legislative Update ● EmX West Launch Update <p>Work Session: None</p>	<p align="center">July: 7/19/2017</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● Board Service Committee ● BCC Update ● EmX Project Update ● End of Session Legislative Update <p>Work Session:</p> <ul style="list-style-type: none"> ● FTA Transit oriented Grant-Zach Galloway City of Eugene – Sasha ● Board Support ● SharePoint Training 	<p align="center">August: 8/16/2017</p> <p align="center">NO MEETING</p>
<p align="center">September: 9/20/2017</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● POP Agreement ● DBE Update ● Public Safety Training/awards received ● Smart Trips Thurston Update <p>Work Session:</p> <ul style="list-style-type: none"> ● CIP 	<p align="center">October: 10/18/2017</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● CIP/LRFP Public Hearing ● Contract Claims Review Policy ● DBE ● Rural Services Update ● ESMS/Sustainability ● Strategic Plan Update <p>Work Session:</p>	<p align="center">November: 11/15/2017</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● CIP/LRFP Adoption ● Need for contract review at finance committee ● Bylaws/Procedures approval ● Electronic approval of budget comm. Minutes by budget committee <p>Work Session:</p> <ul style="list-style-type: none"> ●
<p align="center">December: 12/20/2017</p> <p align="center">Potentially no board meeting</p>	<p align="center">January: 1/17/2018</p> <p>Regular BD Meeting:</p> <ul style="list-style-type: none"> ● FY 2017 Financial Report ● GM Annual Review <p>Work Session:</p> <ul style="list-style-type: none"> ● 	<p align="center">February: 20-21 2018</p> <p>Board Retreat – Feb 20/21</p> <ul style="list-style-type: none"> ● Roadmap Mission Statement ● LRTP (20 years) ● Revisit Boar Requests ● Develop Annual Calendar ● Board Governance ● Legal ● SharePoint ● Ethics Training <p>Regular BD Meeting – Feb 21</p> <ul style="list-style-type: none"> ●

XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

March 3/21/2018	April 4/18/2018	May 5/16/2018
<p><u>Regular BD Meeting:</u></p> <ul style="list-style-type: none">• <p><u>Work Session:</u></p> <ul style="list-style-type: none">•	<p><u>Regular BD Meeting:</u></p> <ul style="list-style-type: none">• FY 2018 Budget Public Hearing <p><u>Work Session:</u></p> <ul style="list-style-type: none">•	<p><u>Regular BD Meeting:</u></p> <ul style="list-style-type: none">• FY 2018 Budget Adoption <p><u>Work Session:</u></p>

Lane Transit District

Public Safety Division Update to the Board of Directors



LTD.org

Division organization:

- Lieutenant, Sergeant and analyst positions filled by 1/1/17.
- Fare Inspector and most Transit Officer positions filled by 6/1/17.
- Training schedule initiated in March 2017.
- Updated, rotating shift/assignment schedule implemented 9/11/17.



Training:

- Lieutenant and Sergeant entered Lane County Sheriffs Reserve Academy in March 2017.
- US DHS Terrorism Liaison Officer Training (multiple staff).
- Multi-jurisdictional Crisis Intervention Training for Public Safety (multiple staff).
- Ongoing Oregon DPSST required certification training (all staff).
- US DHS Improvised Explosive Device and suspicious item recognition training (multiple Public Safety Officers and Operations Supervisors).
- Oregon DPSST certified on-line training for Public Safety Personnel (all staff)
- DHS FEMA on-line ICS & NIMS emergency response training (all staff).



Accomplishments and Awards:

- Lieutenant and Sergeant completed 22 weeks of training at the Sheriff's Reserve Academy, attending every Tuesday and Thursday night, as well as all day on Saturdays to complete the curriculum (during off-duty time). Academy was attended by officers from LTD Public Safety, LCC Public Safety, Cottage Grove Police, Florence Police and Springfield Police.



Sheriff's Academy Training: Physical Fitness



Sheriff's Academy Training: First Aid/CPR



Sheriff's Academy Training: Courtroom Procedures



Sheriff's Academy Training: More Physical Training



Sheriff's Academy Training: Physical Controls



Sheriff's Academy Training: Accident Investigation



Sheriff's Academy Training: More Physical Training



Sheriff's Academy Training: Awards

- Lt. Darel Pitmon



Sheriff's Academy Training: Awards

- Sgt. Todd Uhler



Sheriff's Academy Training: Awards

- Sgt. Todd Uhler - continued



Questions?



Smart *Trips* Thurston



Cody Franz, Transportation Options Specialist
Point2point at Lane Transit District



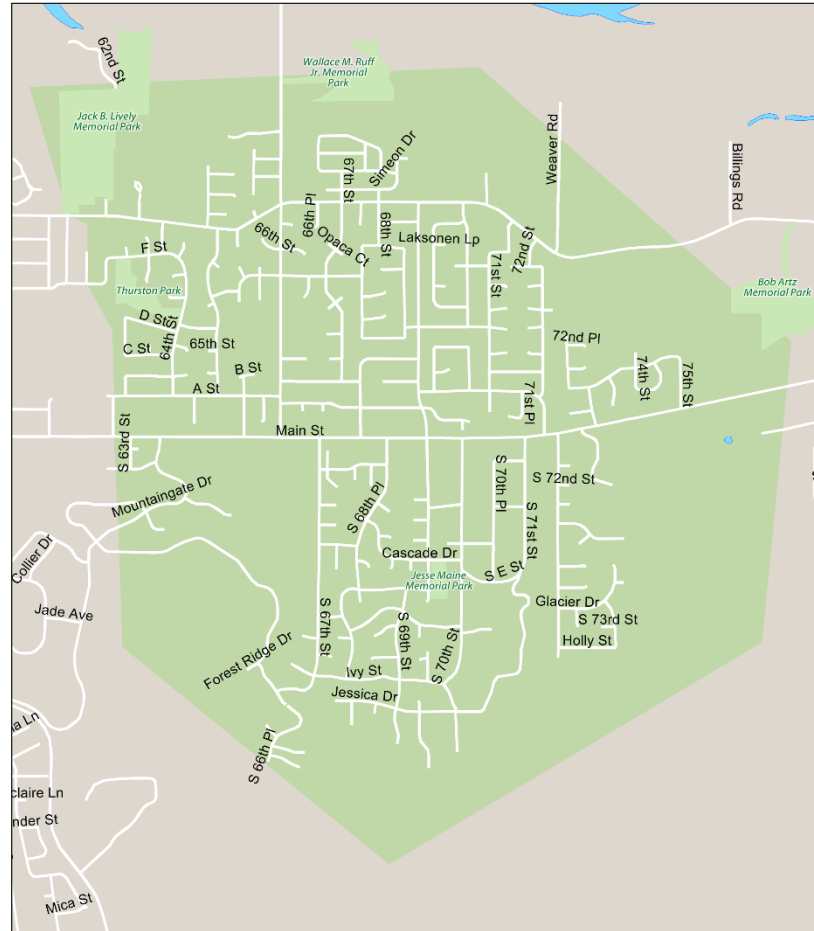
What is Smart *Trips*?

Program Objectives:

- Increase walking, biking, ridesharing, and transit trips.
- Increase awareness of available transportation options.
- Establish new long-term sustainable travel behaviors.
- Increase pedestrian and bicycle safety along the corridor.



Smart *Trips* Thurston



Point2point



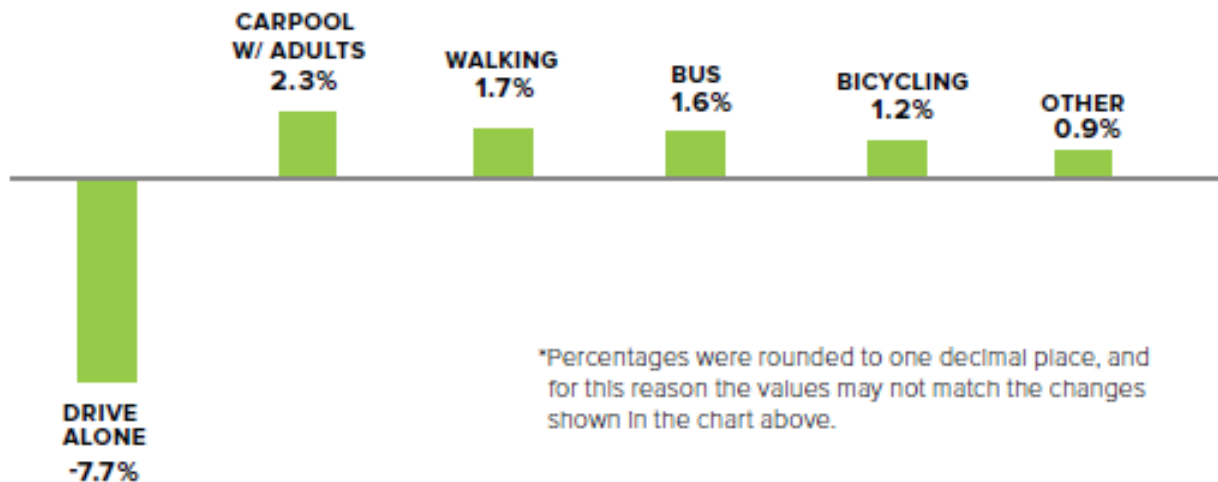
Events



Program Outcomes

FIGURE 2: MODE SHIFT*

(As reported in the pre- and post-program surveys)



Program Outcomes



BASED ON THE REDUCTION IN DRIVE-ALONE TRIPS MEASURED IN PROGRAM SURVEYS, TARGET AREA RESIDENTS WILL **REDUCE THEIR DRIVE-ALONE TRIPS BY**

809,854 VEHICLE MILES ANNUALLY



8.4 of 10 SURVEY RESPONDENTS THINK IT IS A GOOD IDEA FOR THE CITY OF SPRINGFIELD TO HELP RESIDENTS WALK AND BIKE MORE.

PROGRAM EVENTS REACHED



COMMUNITY MEMBERS

AND

THE PROGRAM SAW A



PARTICIPATION RATE



Point2point



Questions?



Point2point

