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LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, March 21, 2001
5:30 p.m.

LTD BOARD ROOM
3500 E. 17th Avenue, Eugene
(off Glenwood Blvd. In Glenwood)

A G E N D A

	<u>Page No.</u>
I. CALL TO ORDER	
II. ROLL CALL	
Melnick _____ Wylie _____ Bennett _____ Gaydos _____	
Hocken _____ Kleger _____ Lauritsen _____	
<u>The following agenda items will begin at 5:30 p.m.</u>	
III. PRELIMINARY REMARKS BY BOARD PRESIDENT	
IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA	04
V. WORK SESSION	
A. "Choices" High School Video and Awards (10 minutes)	05
B. Metropolitan Policy Committee Recommendations on TransPlan (20 minutes) <i>(Action to be taken during Items for Action after 6:30 p.m.)</i>	06
C. Willamette Valley Futures Study Presentation (20 minutes)	25
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VII. AUDIENCE PARTICIPATION	
◆ Each speaker is limited to three (3) minutes.	

VIII. ITEMS FOR ACTION AT THIS MEETING

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| A. | Consent Calendar | 29 |
| | 1. Minutes of February 21, 2001, Regular Board Meeting
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| | 2. Minutes of March 7, 2001, Special Meeting with Community
Members (Page 46) | |
| | 3. Minutes of March 7, 2001, Canceled Special Dinner Meeting
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| B. | Public Hearing on FY 2001-02 Fare Recommendation and First Reading
of Amended Fare Ordinance | 48 |
| | 1. Staff Presentation | |
| | 2. Opening of Public Hearing by Board President | |
| | 3. Public Testimony | |
| | ◆ Each speaker is limited to three (3) minutes | |
| | 4. Closure of Public Hearing | |
| | 5. Board Discussion and Decision | |
| | 6. First Reading, Tenth Amended Ordinance No. 35, Setting Fares
for Use of District Services | |
| C. | Approval of MPC Recommendations for TransPlan | 55 |
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IX. ITEMS FOR INFORMATION AT THIS MEETING

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| | (a) Metropolitan Policy Committee | |
| | (b) BRT Steering Committee / Public Design Workshops /
Walkabout Input | |
| | (c) Statewide Livability Forum | |

	(d) Board Finance Committee	
	(e) Board Human Resources Committee	
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B.	LTD Vision and Mission Statements	
C.	Briefing on Train Station by City of Eugene Staff	
D.	Springfield Station Site Selection	
E.	Budget Committee Meetings	
F.	Bus Rapid Transit (BRT) Phase 1 Decision	
G.	Fiscal Year 2001-2002 Budget Adoption	
H.	Resolution Reaffirming District Boundaries	
I.	TransPlan Draft Approval	
J.	BRT Updates	
XI.	ADJOURNMENT	

Alternative formats of printed material (Braille, cassette tapes, or large print) are available upon request. A sign language interpreter will be make available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, please call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).

**TransPlan Status Summary of Issues Forwarded to MPC for Resolution
(through March 12, 2001)**

<i>(Page 1 of 2-page table)</i>		Outcome	Plan Action Required	LTD Board Action Required
Issue #	Issue	MPC Recommendation		
MPC RECOMMENDATIONS				
3.6	Finance Policy #3 Definition and Intent – Add the word "major" to policy definition/intent to second sentence so that it reads: " <i>Safety and major capacity issues will be emphasized in this process.</i> " Also revise third sentence to read: "Local jurisdiction funding <u>sources, including federal payments to the county road fund, are allocated through local agency Capital Improvement Programs (CIPs) and are not subject to a regional prioritization process.</u> "	MPC voted to revise policy definition and intent language as specified.	Modify policy definition and intent language – pending final action by jurisdictions.	Yes
14.1 <i>part 1</i>	Add New Finance Policy – To read as follows: "Local jurisdictions will seek changes in current restrictions in county, state and federal transportation funding"	MPC voted to <u>not</u> add the new policy to TransPlan. NOTE: <i>See following issue</i>	None.	No
14.1 <i>part 2</i>	As a result of the MPC vote to not add the new finance policy presented as Issue 14.1 immediately above, the Eugene City Council requested that MPC consider adding a sentence under the Policy Definition and Intent Statement for the existing Finance Policy #1: <i>Adequate Funding</i> to read: "Local jurisdictions will seek changes in current restrictions on transportation funding."	MPC voted to add the sentence as and where proposed with one modification: <u>change the word "will" to "may"</u>	Add proposed sentence as modified by MPC to read "Local jurisdictions may seek changes in current restrictions on transportation funding." to Policy Definition and Intent Statement for Finance Policy #1 – pending final action by jurisdictions.	Yes
14.2	Add New Finance Policy – Originally proposed to read as follows: "Support full funding of bicycle project capital and operations and maintenance needs as identified in TransPlan"	MPC voted to add policy to TransPlan as stated at left with one modification: <u>delete the word "full"</u>	Add new policy, to state: "Support funding of bicycle project capital and operations and maintenance needs as identified in TransPlan" – pending final action by jurisdictions.	Yes
14.3	Add New Finance Policy – To read as follows: "Maintain transportation performance and improve safety by improving system efficiency and management before adding capacity"	MPC voted to <u>not</u> add the new policy to TransPlan.	None.	No
15a.2	New Roadway Policy #4 – Access Management – Add a new policy to read: "Manage the roadway system to preserve safety and operational efficiency by adopting regulations to manage access to roadways and applying these regulations to decisions related to approving new or modified access to the roadway system."	MPC voted to add policy to TransPlan as recommended and stated at left.	Add new policy – pending final action by jurisdictions.	Yes

<i>(Page 2 of 2-page table)</i>		Outcome		
Issue #	Issue	MPC Recommendation	Plan Action Required	LTD Board Action Required
MPC RECOMMENDATIONS				
15c.1	Add I-5 Interchange Study – The Eugene City Council has proposed adding a project to the 20-year financially constrained TransPlan project list for a comprehensive study of Interstate 5 interchanges	MPC voted to add line item to ODOT System Improvements 20-year constrained project list for “I-5 Interchange Study: Willamette River South to 30 th Avenue” funded for \$750,000.	Add item to project list – pending final action by jurisdictions.	Yes
15c.3 Option 2	Division Ave Bridge – Move to future list – do not modify project description	MPC voted to move project from constrained list to future list and not to modify project description.	Modify project lists – pending final action by jurisdictions.	Yes
-	Willamette River Crossing Study	MPC voted to not discuss a river crossing study in TransPlan.	No change required.	No
-	Recommend that the City Councils of Eugene and Springfield meet once a year to discuss nodal development as a way to facilitate the language adopted as TransPlan Land Use Policy #5.	MPC voted to recommend an annual meeting of Eugene and Springfield City Councils for purpose stated at left.	No change required.	No
-	Franklin/I-5 (TransPlan #150) – Reduce ODOT System Improvements costs to achieve fiscal constraint by moving project from constrained to future list.	MPC voted to move project from constrained list to future list.	Modify project lists – pending final action by jurisdictions.	Yes
-	30 th Avenue/I-5 (TransPlan #257) – Reduce ODOT System Improvements costs to achieve fiscal constraint by moving project from constrained to future list.	MPC voted to move project from constrained list to future list.	Modify project lists – pending final action by jurisdictions.	Yes
-	Eugene-Springfield Highway (SR-126) at Main Street (TransPlan #27) – Reduce ODOT System Improvements costs to achieve fiscal constraint by moving project from constrained to future list.	MPC voted to move project from constrained list to future list.	Modify project lists – pending final action by jurisdictions.	Yes
-	Washington/Jefferson Street Bridge Northbound (TransPlan #154) – Reduce ODOT System Improvements costs to achieve fiscal constraint by moving project from constrained to future list.	MPC voted to move project from constrained list to future list.	Modify project lists – pending final action by jurisdictions.	Yes
-	Add line item for “Nodal Development Implementation Planning” to fiscally constrained project list. List jurisdictions as Springfield and Eugene. \$5 million funding would be a mix of local discretion STP, TGM Grant, and other funding sources.	MPC voted to add project to ODOT constrained project list.	Add item to project list – pending final action by jurisdictions.	Yes

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2000

ITEM TITLE: CAPITAL IMPROVEMENTS PROGRAM

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: Approval of the Capital Improvements Program

BACKGROUND: The Capital Improvements Program (CIP) is reviewed and revised each year as part of the budget development process. The five-year plan forms the foundation for the proposed Long-Range Financial Plan. The first year of the rolling CIP becomes the proposed capital budget for the next fiscal year. The proposed CIP was reviewed with the Board Finance Committee and with the full Board at its work session on January 19, 2001. The integration of the CIP with the Operating Fund was covered with the Finance Committee in February and March, and was included in the Long-Range Financial Plan proposal. Only minor changes have been made in the proposal since it was discussed at the Board work session.

The proposed total capital budget for FY 2001-2002 totals \$25,595,750. Nearly one-fifth of this total (\$5,500,000) represents the bus rapid transit (BRT) project. Of the project funding, \$4.4 million will roll forward as unexpended appropriations from the current fiscal year. The other \$1.1 million primarily for planning expenses will be covered by local capital funds contributed by operations. All grant support of BRT planning has been exhausted. (The United Front request for planning support for the current federal fiscal year was unsuccessful.)

The largest contributor to the FY 2001-2002 capital plan is the category for buses (termed Revenue Vehicles by the Federal Transit Administration). All of the \$9.8 million total proposed in this category is for regular fleet replacement vehicles. Because requests for discretionary federal funding for buses have been unsuccessful for the last several years, it is now proposed that the entire purchase amount be debt-financed. This proposal has been reviewed with the Finance Committee of the Board and has received its approval. Please note that, because LTD will be preparing for bus financing in the next fiscal year, it will be necessary to appropriate the funds in next year's budget. However, the buses will not be received until FY 2002-03, so the purchase will not be recognized until that time.

Appropriate budget rollovers will be added to future capital budgets, as necessary.

The highlight of the technology capital proposal is the acquisition of Automated Vehicle Location/Automated Passenger Counting hardware and software (\$971,150). As has been previously reported to the Board, LTD has had to rely on surveys and sampling for ridership information in the past. With the change from a below 200,000 population district to one above 200,000, it will be critically important to accurately count trips and track other statistical performance data. In the future, LTD's federal formula funding will be based, in part, on such data.

Springfield Station construction is included at \$4,796,000. This project is considered the highest priority for the next United Front request for discretionary federal grant funds, and is assumed to be funded from this source. Land acquisition appropriations were included in the FY 2000-01 capital budget. It is not clear at this time whether the site will be acquired in the current fiscal year or will roll over to FY 2001-02.

Finally, a \$150,000 local contingency is proposed to allow for minor cost overruns on important projects and to cover any unforeseen requirements that may occur as the next fiscal year progresses.

The proposed CIP project list will be reviewed with the Board at the regular March meeting. Full funding and contingency plan funding also will be discussed. Project managers will be available at the meeting to respond to specific questions.

ATTACHMENT:

- Proposed Capital Improvements Program Project List
- Proposed Capital Improvements Project Summary
- Proposed Capital Improvements Program Funding FY 2001-02

PROPOSED MOTION:

I move that the Board approve the following resolution:

LTD Resolution No. 2001-009: It is hereby resolved that the proposed Capital Improvements Program for fiscal years 2001-2002 through 2005-2006 is approved as presented.

LANE TRANSIT DISTRICT

Pricing Proposal Summary

Effective 7/1/01

TYPE OF FARE:

Cash Fare

	Current:	Proposed:
Adult	\$1.00	\$1.25
Youth*	\$0.50	\$0.60
Child	\$0.50	\$0.60
Reduced	\$0.50	\$0.60
Senior	\$0.50	\$0.60

Passes

Adult		Current:	Proposed:
	1-Month:	\$28.00	\$28.00
	3-Month:	\$65.00	\$65.00

Youth*		Current:	Proposed:
	1-Month:	\$14.00	\$14.00
	3-Month:	\$32.50	\$32.50

Child, Senior, Reduced		Current:	Proposed:
	1-Month:	\$14.00	\$14.00
	3-Month:	\$32.50	\$32.50

Day Pass	Current:	Proposed:
	\$2.00	\$2.50
	(transfers discontinued)	

Tokens		Current:	Proposed:
	Adult	\$0.85	\$0.85
	Other	\$0.42	\$0.42

Freedom Pass Discontinued

Group Pass	Current:	Proposed:
	3.2%	4.1%**

<u>RideSource</u> (Staff Proposal)		
	Current:	Proposed:
Regular	\$1.75	\$2.00
Escort	\$1.75	\$2.00
Shopper	\$2.00	\$2.00
<i>10 Tickets</i>	\$15.00	\$15.00
<u>RideSource</u> (STFAC Proposal)		
Regular	\$1.75	\$2.00
Escort	\$1.75	\$2.00
Shopper	\$2.00	\$2.00
<i>10 Tickets</i>	\$15.00	\$15.00

Sales Outlets

Passes		Current:	Proposed:
All Quantities		10.0%	10.0%

Token Packets		Current:	Proposed:
All Quantities		10.0%	10.0%
		Discount	Discount

* Price effective 6/1/2000. Pilot program.

** Does not include base rate adjustments.

AGENDA ITEM SUMMARY

2

DATE OF MEETING: March 21, 2001

ITEM TITLE: FEBRUARY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: None

BACKGROUND: Financial results for the first eight months of the fiscal year are summarized in the attached reports. Total General Fund revenue was \$296,530 over budget through February, primarily due to continued strong interest earnings (\$342,429). Payroll tax receipts, the primary subsidy for fixed-route operations, remains on budget year-to-date for the second consecutive month after posting a weak first half of the fiscal year.

Although ridership gains have been promising in recent months, passenger fares continue to lag expectations, but have been partially offset by the strength of group pass revenue. Year-to-date receipts are below those of the same period in the last fiscal year for the second consecutive month. Total fare revenue is likely to be about \$200,000 below budget for the fiscal year. The shortfall will be more than covered by interest income, which will show a surplus of more than \$400,000 by fiscal year-end, even with an expected reduction in rates of return.

Advertising revenue is nearly back on track versus budget year-to-date, and should exceed budget by fiscal year-end due to the implementation of a new contract that will result in increased revenue. As was previously reported, Obie Media was the successful bidder in the recent competitive award process.

While payroll tax revenue is slightly ahead of budget for the first eight months, staff are still cautious (but more optimistic) about year-end and FY 2001-02 predictions. Revenue is budgeted according to historical collection patterns, but history has not been a good predictor. It is good news that receipts have recovered in the last two months. However, consumer confidence is low, and it is possible that the worst is not yet behind us. Local economic forecasts continue to suggest growth over the next year in the 0 to 1 percent range.

Self-employment tax receipts continue to be ahead of both current budget and the same period last year, but no conclusion can be drawn from this result. Most of the funds from this resource are received in May. State-in-lieu revenue was budgeted in equal quarterly installments, but the actual receipt pattern may vary, with the second half of the year receiving more funds than the first. Third-quarter receipts will be accrued on March 31; at that time, it will be possible to more accurately forecast full fiscal year receipts from this source.

Administration personnel costs are slightly below budget for the first eight months of the fiscal year. Amalgamated Transit Union employee costs are still projected to be over budget for the year. However, for reasons that have yet to be identified, February results have trimmed the deficit. If the pattern continues, the projected personnel services negative budget variance could be less than \$100,000, down significantly from the \$200,000 to \$300,000 previously predicted.

Fuel prices have remained below \$1.00 per gallon. The negative variance in this line item should be in the \$100,000 or less range by fiscal year-end. Savings in other materials and services areas will mitigate this negative variance.

The Special Transportation Fund and Capital Fund are as expected through February. It is expected that the Special Transportation Fund will require \$165,000 less support this year from the General Fund than was anticipated by the budget, which will help strengthen LTD's financial position at year-end. It also should be noted that the General Fund transferred \$119,209 in appropriated but unused expense money to the Special Transportation Fund at the end of last year. This amount remains on the balance sheet as unappropriated cash in the current year, and is available to pay down the effect of future cost increases in demand response transportation services.

As previously reported, federal grant funding for bus rapid transit (BRT) project planning has been exhausted. Future BRT planning was included in last year's federal discretionary funding request that was not successful. In accordance with the contingency plan included in this year's Capital Improvements Program (CIP), BRT planning will be covered by local capital for the remainder of this year, and for the foreseeable future.

The FY 2001-02 budget development process is underway. The Long-Range Financial Plan (LRFP) and the CIP, essential components of the budget development process, are covered in separate agenda items for the March 21 meeting. The citizen (non-Board) members of the Budget Committee are scheduled to meet on April 4, 2001, for a general briefing. The full Budget Committee is scheduled to meet on April 25 and 26. (Additional meetings will be scheduled, if necessary.)

ATTACHMENTS: Attached are the following financial reports for Board review:

1. Operating Financial Report - comparison to prior year
2. Monthly Financial Report Comments
3. Comparative Balance Sheets
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Fund
4. Income Statements
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Fund

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, February 21, 2001

Pursuant to notice given to *The Register-Guard* for publication on February 15, 2001, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, February 21, 2001, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Rob Bennett, Vice President
Gerry Gaydos
Dave Kleger, Treasurer
Pat Hocken
Virginia Lauritsen, Secretary
Ken Hamm, General Manager
Susan Hekimoglu, Recording Secretary

Absent: Robert Melnick

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:42 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Ms. Wylie said that she had no preliminary remarks to make.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Ms. Hocken said that she hoped that during Board Member reports, someone would make a report on the recent Joint Elected Officials meeting.

WORK SESSION – FARE POLICY AND PRICING: Assistant General Manager Mark Pangborn said that each year, the Board reviewed current fares and made decisions about raising fares, and there was a Fare Policy that drove that effort. The policy had been followed since the early 1980s, but had not been reviewed or revised. Very few transit agencies had a fare policy; their fares mostly were driven by local politics. LTD's policy had served it well, but staff recently had reviewed the Fare Policy with the Board Finance Committee.

There were three issues to be addressed. One was to approve changes to the Fare Policy; another was to begin the process for approving the fare for next year; and the third was to discuss a 25 percent farebox recovery ratio.

There were three fundamental service and fare questions to be addressed. One was to identify the overall goals of the transportation system for the community. It was important to

find the balance between being a mass transit service and a social service and to find the balance between coverage and productivity. The second question was in regard to availability of sources of funding. Transit was a highly subsidized service, and at some point, fares became a plug number driven by political considerations. The third question was what services should be provided given those sources of financing.

The three components to Fare Policy included service, available subsidies, and farebox recovery. Service and Fare Policies were driven by financial and economic considerations, operational goals, social goals, and environmental goals, each of which had a different impact.

Financial goals could include maximizing farebox recovery, minimizing unit operating costs, preserving flexibility to meet market demands or revenue targets, encouraging efficient use of scarce resources, and encouraging system productivity. Operational goals could include improving system efficiency or productivity, reducing fare evasion and fraud, reducing overcrowding during peak travel periods, and encouraging the use of spare bus capacity at off-peak times. Social goals could include improving transportation services to the transit dependent, redistributing income, and revitalizing urban or other areas. Environmental goals could include encouraging effective land-use planning, reducing traffic congestion and air pollution, and encouraging travel to or from certain areas.

The objectives of LTD's Fare Policy were to promote fixed-route ridership by making the fare structure attractive to users, improve the farebox recovery ratio, improve the efficiency of fare collection, and promote equity of fare payment among patrons. The Fare Policy could be constrained by economic considerations, political considerations, and technological considerations.

Staff were recommending four changes to the Fare Policy. In order to improve farebox recovery and promote fare equity, staff were proposing that the group pass rates change from fare neutral to fare positive. This would be effective with the January 1, 2002 contracts, except the University of Oregon's, which would be effective on January 1, 2003. In addition, staff were proposing that the provision prohibiting ticket book discounts for RideSource be eliminated to conform to actual practice.

The third recommendation was to modify the guidelines for maximum fixed-route returns from 20 percent to 25 percent to improve farebox recovery and to reflect actual increases in operating expense. Staff also recommended eliminating the guideline restricting multiple instrument price changes in the same year and that price increases for cash, passes, and tokens occur in different years to allow flexibility.

Mr. Pangborn then reviewed the Pricing proposal for FY 2001-02. Staff were proposing to raise the adult cash fare from \$1.00 to \$1.25, which would be the largest increase in the cash fare since the early 1980s, and to raise the youth, child, reduced, and senior fares from \$0.50 to \$0.60. Monthly and multi-monthly pass prices would remain the same. The Day Pass would increase from \$2.00 to \$2.50. Token prices would remain the same. The Freedom Pass had been discontinued with last year's reduction in the youth fare. The Group Pass price was being proposed to increase from 3.2 percent to 4.1 percent.

Service Planning Manager Andy Vobora added that staff had learned through elasticity modeling research that for every 10 percent increase in transit fare, the transit agency would lose about 4 percent in ridership, so it was an aggressive move to increase the cash fares by 25 percent. However, only 30 percent of LTD's ridership used cash fares, and he expected that LTD would lose some of those riders. Because LTD did not increase all fares at the same time, and the pass price would remain the same, LTD was creating the real differential between cash and passes.

Mr. Hamm added that in most of the elasticity models he had seen, the ridership would take a hit in the beginning, but it did tend to climb back up over time. Mr. Vobora said that the elasticity models really did not fit at LTD because of the fact that all fares were never raised at the same time. The past practice had been to raise cash fares and pre-paid fares on alternate years. Mr. Pangborn noted that the value of the cash fare had increased tremendously in September 2000, when LTD had discontinued the transfer program and instituted the day-pass program. Bus riders now paid their round-trip fare and were given a day pass that was good for unlimited riding all day long.

Ms. Hocken asked about the youth fare. Mr. Pangborn said that it would increase, but still would be one-half the price of the adult fare. Mr. Vobora added that Youth Pass sales had been stronger than the previous year, and youth ridership had increased 8 to 9 percent for the year.

Ms. Hocken said that increases, particularly to the group pass price, could be attributed to increases in operating costs. Fuel prices were driving operating costs much higher than anticipated.

Ms. Wylie asked when the last time was that the adult cash fare was raised. Mr. Vobora said that all fares were on a three-year cycle. Pass prices were raised one year, tokens the next, then cash fares were raised the third year. Three years ago, the Board had raised the cash fare from \$0.80 to \$1.00.

Staff were expecting to make a recommendation on the RideSource fares. The Special Transportation Fund Advisory Committee (STFAC) had recommended raising the Regular RideSource fare and the Escort fare from \$1.75 to \$2.00, but not raising the fares for the Shopper or the ticket books.

Sales outlet discounts would remain the same.

Mr. Pangborn discussed some of the characteristics of transit systems that had high farebox recovery ratios, including a captive ridership; dense population; lower vehicle maintenance and service standards; fewer facilities and amenities; limited or restricted service expansion; and limited subsidy sources. He added that the transit systems that had the higher farebox recovery ratios tended to be larger, urban systems or simple systems targeted to specific users.

Ms. Wylie asked Mr. Pangborn to discuss the mandated farebox ratios that were required in some states. Mr. Pangborn discussed the California-mandated farebox-to-operating-cost recovery ratio. He said that it varied by city according to the population of the city, but it reached as high as 30 percent in some of the larger cities. He then reviewed the

list of transit agencies surveyed for their approximate farebox recovery ratios. Reno, Nevada, had a very high ratio with 48 percent, while Corpus Christi, Texas, which was supported by a sales tax, had a low ratio with 8 percent. LTD's farebox recovery ratio was 21 percent.

Mr. Pangborn continued by discussing what it would take for LTD to achieve a 25 percent farebox-to-operating-cost ratio. LTD's current fare budget was \$4.1 million, while the operating expense budget was at \$21.5 million, which made the budgeted recovery ratio 19.24 percent. In order to achieve a 25 percent ratio, LTD would need an additional \$1.2 million in farebox revenues, which represented a 30 percent increase in passenger fare revenues. Adding in fare elasticity figures, (for every 10 percent increase in fares, the District would experience a 4 percent ridership decrease) to a 30 percent increase would result in an additional 12 percent ridership decrease, resulting in a net effective fare total of \$4.5 million and a net percent increase of 10 percent. The net farebox recovery after a 30 percent fare increase would be approximately 21.17 percent. Due to the elasticity model, farebox recovery would remain relatively flat even while raising the fares.

Staff believed that the only way to improve the farebox recovery ratio was to improve operating efficiency and control operating expenses; raise the fares appropriately; and implement BRT to raise system productivity.

Mr. Vobora added that two other issues had been brought before the Board Finance Committee. The youth fare had been a pilot project, and staff had requested to keep the youth fare at one-half the adult fare for one more year for evaluation purposes. In addition, staff were recommending increasing the price of the LCC Term Pass Program, the cost of which would be shared by the College as a subsidy and the students in the form of a price increase.

Ms. Hocken asked if staff had met with LCC officials. Mr. Vobora said that staff had met with LCC President Moskus and incoming President Mary Spildy. Ms. Spildy was provided with the background on the program. The money to subsidize the pass had been budgeted. LCC was experiencing some budget concerns and in the future would seek partnerships. He thought it had been a good meeting.

Mr. Bennett asked if the fare issue would be discussed again. Ms. Wylie said that there would be further discussion later in the meeting as part of the public hearing process. Ms. Hocken said that a public hearing would be held later in the meeting, but that the first reading of the Fare Ordinance would not be read until March, so there would be additional opportunities to discuss the issue.

MARCH 2001 EMPLOYEE OF THE MONTH: Transit Operations Manager Mark Johnson introduced Transit Operations Coordinator Michelle Gilles, who had been selected as the March 2001 Employee of the Month. Ms. Gilles was hired by the District in 1994 and previously was selected as Employee of the Month for August 1996. She was nominated by the bus operators who worked with her on a daily basis, out of appreciation for the support she provided to all the employees in the Transit Operations department. The operators were particularly appreciative of Michelle's efforts with regard to the recent change in their uniforms. Mr. Johnson said that Ms. Gilles accomplished her job with great spirit and attitude, and she took the District's image to heart.

Ms. Wylie presented Ms. Gilles with a letter of congratulations, a certificate of appreciation, a lapel pin, and a monetary reward. Ms. Gilles said that she appreciated the honor, and she did not think it was a difficult task to do a good job when working for a company like LTD. She believed LTD was a good company and a great place to work, and she enjoyed working with so many good people.

AUDIENCE PARTICIPATION: 1) Mr. N. Christopher Phillips of Eugene spoke with regard to the bus rapid transit (BRT) project. He asked the Board to ensure that BRT really did speed up transit use. He asked that the Board to not allow the people who did not want any trees cut down to prevent BRT from doing its job. If BRT did not reduce the riding time and reduce it reliably, it was not worth doing. He asked the Board to make sure to not let the obstructionists block the project and cause LTD to build something that did not help.

2) Mr. James Creith of Eugene spoke about the Comprehensive Service Redesign (CSR). He was concerned about the possibility that the #61 could travel on Coburg Road to Cal Young, and he asked if the #67 was going to remain on the same routing. Mr. Vobora said that the #67 routing would remain the same.

With regard to fares, Mr. Creith asked about the proposed reduced fare increase and if it applied to the monthly reduced fare pass. Mr. Vobora said that the reduced cash fare was proposed to increase by \$0.10 to \$0.60, but there would be no increase in the cost of reduced fare passes.

Mr. Creith then asked if LTD had taken any action regarding the shelter on Coburg Road that he had spoken about during the January 2001 Board meeting. Mr. Vobora responded that the shelter was on the list of priorities, but had not yet been installed.

MOTION **CONSENT CALENDAR:** Mr. Kleger moved for adoption of the following resolution: "It is hereby resolved that the Consent Calendar for February 21, 2001, is approved as presented." Ms. Lauritsen seconded the motion, which carried unanimously by acclamation.

VOTE The February 21, 2001, Consent Calendar consisted of the minutes of the January 17, 2001, regular Board meeting and the minutes of the January 19-20, 2001, Board strategic planning work session.

PUBLIC HEARING ON FY 2001-02 FARE RECOMMENDATION:

Staff Presentation: There was no further information to add to the earlier presentation.

Public Hearing: 1) Misha Seymour of Eugene said that last year LTD had discussed possibly offering free service, and now there was no longer even a transfer system. Instead, riders were being asked to pay twice the cash fare just to make a transfer to another bus. Mr. Seymour asked the Board to return to the transfer system. In Portland, there were free buses in certain places downtown.

Mr. Seymour then discussed how the riders were treated. At Gateway, someone decided to put in the beautiful seats, but they were not very comfortable. Additionally, Mr. Seymour said that someone had told him that there were 10 toilets for staff downtown,

yet only one for customers. In addition, he said that the mirror was removed from the men's restroom at the Eugene Station.

Mr. Seymour said that 5-year-old children had to pay \$14 per month to ride, and he asked where LTD thought those children were supposed to get the money to pay the fare.

He thought that LTD could do better with the fares and do better treating people in a more caring way. He said that LTD belonged to the people and should be made more comfortable for the customers.

Board Discussion: There were no further audience members who wished to address the Board, and there was no further discussion among the Board members. Ms. Wylie noted that another public hearing and the first reading of the Fare Ordinance would be held during the March Board meeting.

COMPREHENSIVE SERVICE REDESIGN (CSR): Mr. Vobora said that staff were recommending a 5.44 percent increase in service. Staff believed that the proposed package represented the best opportunity to meet the needs of the growing metro area but also recognized that the package did not respond to the continuing growth in both the housing and commercial sectors. The proposed package included many of the essential services and would meet the productivity standards set by the Board.

Ms. Hocken noted that the information contained in the Board agenda packet included only the service over and above a 1.4 percent increase and did not represent the entire service package. Mr. Vobora added that the Board previously had reviewed the actual recommended route design and structure, which was included in the 1.4 percent base package. The base service package also included the new downtown shuttle operating at 10-minute frequency during the weekdays.

Mr. Kleger noted that service increases and decreases referred to the total service hours on the road.

Public Hearing: 1) Kevin Lively of Eugene said he was concerned about the proposed elimination of service and removal of stops on his loop near the Sequoia Apartments. The removal of service also would remove six stops, including two covered stops. He believed that those stops were very important for the people, including seniors, students, workers, and particularly people who had disabilities, who lived in the four complexes served on the loop. He was concerned about the large number of seniors on the loop who were not informed about the proposed loss of service and, subsequently, who were not at the public hearing to testify on their own behalf. He asked LTD to reconsider and maintain the service on the loop and those stops.

2) Matthew Brakefield and Kimberly Schneider of Eugene, who also lived in the same area as Mr. Lively, stated their concerns about the proposed loss of service and stops on Lindale Drive. Mr. Brakefield said that for those who worked late shifts, it was not a very nice neighborhood to have to walk through at night if the service were eliminated. There were no street lights, which posed a danger to people. If the service were eliminated, most people would have to walk at least three blocks from the nearest bus service to get home.

Ms. Schneider added that she and Mr. Brakefield worked different hours, and the elimination of bus service would mean that she would be forced to walk through the neighborhood alone after dark.

3) Tony Myers of Eugene said that he was concerned about the proposed changes in service to the 5th Street Market district. LTD had proposed to cut back the market district service to once per hour and to eliminate the #66 route from cutting through the market district on its way downtown. Most of the residents from Parkview Terrace and Ya-Po-Ah Terrace were seniors or disabled, and cutting the service by 75 percent would limit their ability to travel too much. He asked the Board to maintain an adequate level of service to the market district.

4) Mike DeEstrada of Eugene said that he also lived in the Pheasant and Lindale area where LTD proposed to cut service. He thought that the reasons LTD proposed to cut the service could be worked out, such as too many cars parked along the sides of the street, etc. It was a scary neighborhood to walk in after dark.

5) Mark Fetter of Eugene said that he was the apartment manager for the Sequoia Apartments. A large population of bus riders lived in his complex. He believed that the Sequoia Apartments would lose some of its tenants if bus service were eliminated. There were six stops being serviced in the proposed elimination area. He said he could understand if LTD eliminated some of those stops, but not all of them. He thought that if the reason for eliminating the service was due to difficulty of the buses to maneuver within the loop, traffic controls could be added to assist the bus operators.

6) Christopher Phillips of Eugene said that he purposely had purchased a house located on the bus route. He worked at the University and did not purchase a campus parking permit. He thanked the Board for preserving the rush-hour service to his neighborhood and said that he would continue to use the bus services.

7) Misha Seymour of Eugene said that he thought it was nice that the #11 Thurston operated every 10 minutes for the people who could use that frequent service. He thought routes #25 Amazon and #24 Donald also should operate more often. There were many people who would use those routes if they operated more often. He thought that money that was being spent to tear down roads should be spent on buses instead.

Mr. Seymour expressed his opinion that since the LTD Board was not an elected Board, the Board members did not represent the people. He thought the members were doing the best that they could, but the Board meetings should be televised so the Board members would be more responsible.

He said that the #40 Royal route should be added to, rather than cut from. He asked how many LTD Board members and managers actually rode the bus.

He asked that the Board consider 10-minute service to routes #24 Amazon and #25 Donald.

Board Deliberation and Decision: Ms. Wylie said that the Board appreciated all the people who attended the meeting to testify. The Board listened to what was said, and the

staff took notes. There were many factors that went into the decisions that were made about bus service. The Board earlier had discussed the fares and the cost of operations. There were not many options to raise fares and/or cut routes. There were not many options to pay for increases in service, which included the costs for more operators, more buses, increased fuel prices, etc. The Board cared very much that the needs of the community were met, and it did its best to balance all the needs with the costs of operations. She again thanked the speakers and reiterated that the Board heard what was said.

Mr. Kleger said that he had talked with several residents of the Ya-Po-Ah Terrace who indicated that they could not be present for the public hearing but were concerned and stressed about the proposed reduction in service to the #1 Market District route. He wanted to make sure that the new downtown shuttle service would be marketed very well to residents of the 5th Street Market district. Even with the shuttle, though, the residents would have a steep hill to climb to reach their homes, which would be a hardship for most of them.

Mr. Hamm noted that the Board had received a handout of written testimony that had been received. During the Comprehensive Service Redesign (CSR) process, staff had held public workshops and had placed permanent displays of design alternatives at the Eugene Station. Those activities had generated a great deal of public comment. While new public comment had been received during the public hearing, it had to be tempered with all the other public testimony that had been received during the two-year process of the CSR. LTD did appreciate the time that people took to participate because the system did belong to the citizens of Lane County. It was important to LTD to provide the best possible product for the investment that was made.

Mr. Hamm cautioned about what stage the CSR process was in. Discussions had been held with the Board and the Board Finance Committee about the slowing economy along with LTD's very aggressive agenda and how the confluence of those things drove a different financial picture for LTD than at any time in LTD's history. When annual revenue increases went from 6 percent to near 0 percent, it had a big impact on what could be done. The CSR was ahead of the budget curve.

A slow-growth projections forecast was distributed to the Board members at the meeting. Mr. Hamm said that the forecast suggested that if the aggressive agenda were pursued, LTD would experience a negative cash flow in the fourth of the next five years. The forecast included debt financing and projected revenue and operational increases. Mr. Hamm was concerned that the decision on the CSR was out of sync with what was going on but was part of a bigger picture that Mr. Hamm wanted to ensure that the Board members were aware of.

There were pieces of the CSR that he did not believe LTD could back away from in terms of the September 2001 implementation, but there were other pieces that could be reviewed. Staff had recommended the full service increase of 5.44 percent, but he wanted the Board members to understand that their decision about the CSR could drive decisions about what might not be able to be accomplished in the Capital Improvements Program. It might be prudent to take a more conservative approach to service growth at this time in order to see what would happen with the economy.

Mr. Hamm said that no single person, activity, or occurrence had brought LTD to this point, but it was a combination of many things, including the CSR, fleet replacement, the Springfield Station, and BRT. Some or all of those projects would need to be adjusted somehow to prevent the negative cash flow from happening several years from now.

Staff had been given clear instructions in the Fiscal Year 2001-02 budget process to be frugal, to look for efficiencies, and to look for a higher level of productivity for the investment, and had been told that every investment made was required to have an outcome that was defensible.

It was the recommendation of staff to proceed with the CSR, but to do so cautiously. When there was a good economic outlook, Mr. Hamm said that he would be the first to agree to providing service to accommodate every need within the community; however, when the outlook was not so good, he believed that the community expected LTD to be good stewards of the public trust. Mr. Hamm said that he supported the 5.44 percent increase in service if there was a willingness to pull something out of the capital plan or make some other adjustment.

Ms. Hocken asked about the service for the Ya-Po-Ah Terrace and how it related to the new downtown shuttle. Mr. Vobora said that the downtown shuttle would provide a limited amount of help. The shuttle would travel on 5th Avenue to serve the 5th Street Market and then would travel south on Pearl Street. It would not provide service between 3rd and 5th Avenues, and the residents of Ya-Po-Ah would need to travel a few blocks to the bus stop.

Ms. Hocken then asked about the service to the Lindale/Pheasant area that had been addressed during the public hearing. Mr. Vobora said that the area was situated along the #12 Gateway route. The bus had to make difficult maneuvers to turn on and off of Harlow Road to make the Lindale/Pheasant loop. Staff were recommending that the #12 Gateway travel northbound on Harlow Road and remain on the main arterials rather than dropping into the small neighborhood. It would require people to walk to the main streets for bus service. The bus also would travel on Game Farm Road, so it would be within walking distance. He agreed with the concerns that LTD had no control over, such as the lack of street lighting. LTD also was recommending eliminating service to Laura Street in the same neighborhood, and there were no sidewalks on Laura Street. He had spoken with City of Springfield planning staff about those concerns. Even though LTD could not always provide service into particular neighborhoods, he thought it was important that pedestrian amenities be in place in order for people to have access to the system on the major streets. In addition to the difficult maneuvering, the timing on the #12 Gateway needed to be trimmed somewhat in order to serve the growing Gateway industrial area.

Mr. Bennett asked what recommendation the Board Finance Committee had for the Board following its review of the CSR. Ms. Hocken said that the Committee had not actually selected a percentage increase for recommendation. However, increasing service by only 1.4 percent did not seem appropriate to the Committee due to the fact that modest increases had occurred in both the past two years in anticipation of the CSR. Ms. Hocken said that her preference was to increase the service by at least 4 percent.

Ms. Wylie said that she supported the recommendation because LTD's primary business was to provide fixed-route transit service to the communities. She also thought the

Board should be mindful of the budget and pursue any and all avenues to increase revenues.

Mr. Kleger said that if it were practical, he would be inclined to support a lesser service expansion and wait to see the proposed budget before recommending any further changes. However, he believed that in order to produce the service to begin in September, staff needed the longer timeframe and it would not wait until the end of the budget process.

With regard to service in Mr. Kleger's neighborhood, he said that he rode the bus nearly every day and talked to other riders. He said that people generally were very pleased with the improved neighborhood circulation routing but were displeased with the need to make the transfer from the neighborhood circulator to the main-line buses. Mr. Kleger thought that having the ability to get from Barger Avenue to Royal Avenue without having to travel all the way downtown and transferring was a major improvement and worth the minor inconvenience of a timed-meet transfer. He emphasized that the timed-meet transfers needed to be consistent.

Mr. Bennett asked if Ms. Hocken would support a 4 percent increase in service. Ms. Hocken said that she had thought about historical trends of an average 3 percent annual increase, except for the past two years when the increases were much less, in anticipation of the CSR, and in terms of the need to increase service hours to account for the increased congestion in town. She believed that a 4 percent increase would meet all those goals. She would like to be able to support the 5.4 percent recommended increase, but there were trade-offs. She did not think a 4 percent increase was unreasonable.

Mr. Bennett asked Mr. Vobora to explain why staff were recommending Sunday service on the new #43 Barger/Royal neighborhood connector service when the projected productivity level was so low. Mr. Vobora said that this was new service that LTD would be introducing, and staff had planned to bring a recommendation back to the Board for a new productivity standard for the neighborhood connector-type service because that service did not fit the urban-route standards.

Mr. Vobora further explained that adding Sunday service to the #18/19 Mohawk/Fairview routes was different because it was more of a coverage route that served some more traditional neighborhoods, including low-income housing, and it connected to some of the shopping areas. Mr. Bennett asked if staff believed that the projected ridership would grow. Mr. Vobora believed that some segments of the route would be used very heavily. This route would be the one to serve the new Wal-Mart when it opened. It also traveled past the hospital and the Mohawk shopping area. Other segments of the route were purely coverage or lifeline types of service.

Mr. Bennett asked if the Board Finance Committee had reviewed the capital plan for trade-offs for approving the entire 5.44 percent recommendation. Mr. Pangborn noted that the Board Finance Committee would not see the capital plan until early March. Mr. Vobora noted that this was what Mr. Hamm had referred to as the CSR decision being out of sync with the other processes. Historically, staff had presented the annual service recommendations to the Board ahead of the budget because the District had been in a financial situation where the service decision could be made independent of the budget process.

Ms. Wylie asked when it was anticipated that the #17 Pioneer Plaza route would begin serving the new Wal-Mart. Mr. Vobora said that the entire service package would be implemented in September 2001. Ms. Wylie noted that the Wal-Mart would not be open by then. Mr. Vobora said that the #17 Pioneer Plaza route also replaced some service, and it would need to travel past the Wal-Mart site anyway. Ms. Wylie said that being a Springfield representative on the Board, she supported the staff recommendations for the #17 Pioneer Plaza, which would serve a rapidly growing area. A large number of low-income people lived in east Springfield.

Mr. Vobora said that he had a conversation with Mr. Pangborn about holding off on some service implementations, particularly if within one year they would need to be cut due to budgetary constraints. Mr. Vobora believed that the package was structured in such a way as to meet the operational needs and was something to proceed with. He would prefer to lay the foundation for the service, and then cut service if the economy declined and some service needed to be cut. That way there would be a solid base in place that worked in terms of running times and meeting the needs of the community. If there were a need to cut service, low productivity could be evaluated or some frequency could be cut, leaving the coverage. Currently, there were many operational problems that needed to be addressed.

Ms. Wylie said that she and Mr. Hamm had spoken about finding a way to be more efficient, while reducing some of the costs. Mr. Vobora said that he believed that the proposed service package as a whole was more efficient than the current service package. Discussions had centered around an inefficiency factor, which was a factor based on historical numbers of how efficiently staff could put service together. Mr. Vobora noted that he was conducting a study of peer transit agencies to determine efficiency of service and to show where LTD fit into that group. Mr. Vobora would provide the results of that study to show the inefficiency levels of other transit properties. There were savings that could be had, but staff had not yet performed the run cut for the proposed service. Staff intended to use the new tools, such as the scheduling software, to help determine where efficiencies could be found. Some of the inefficiency was built into the system, and there was not much that could be done about it.

Mr. Bennett said that the Board was being asked to comment on what had been prepared to date. He was concerned about putting service in place that then would be cut following the budget process. He thought there was a risk in giving people a false sense of secure service. Mr. Vobora agreed that this was a concern, and said that the only service being proposed that would serve a new segment was the #17 Pioneer Plaza route in Springfield. The remaining routes would serve areas that currently had some level of service.

Mr. Hamm said that the software upgrades would assist staff in finding efficiencies in scheduling out the work to the operators. There were other software upgrades that would assist the service operations to be more efficient as well. The service planning staff already had pared down a large number of requests and had evaluated a large number of options to arrive at a service proposal that was believed to be the most efficient.

Ms. Hocken said that the small number of people who had turned out to testify was testimony to how much staff had listened to and tried to accommodate the needs of the community.

Mr. Vobora pointed out that the slow-growth projections did not have any further service growth or service fixes factored into the five-year period. Some contingency was built into the proposed CSR package.

Ms. Wylie thought that because the CSR decision came before the budget process, it would be important to aggressively pursue grant funding and pursue a public tax support increase. Debt financing also should be kept in the forefront as an option as well.

Mr. Bennett said that he would have a hard time voting on the CSR motion due to the capital issues. He had hoped for a more firm recommendation from the Board Finance Committee before making the decision. Mr. Bennett said that he respected the work that had been done on the fare analysis as presented earlier in the meeting. He would be hesitant to support a situation where fares could not be increased due to the elasticity factor, when it was expected that the ridership would come back and even increase.

Ms. Wylie suggested that the Board approve a 4 percent increase for September and retain the remaining service request in the budget process for possible start-up in January 2002. Ms. Lauritsen thought it would be difficult to do as service was closely tied to the Rider's Digest.

Mr. Gaydos said that the full Board had the same discussion at the January work session, and even then the Board heard about the downturn in the economy. He believed that the service was needed and a way should be found to push forward to deliver the service. He trusted staff and thought staff had done a good job with the CSR project. If the compromise was 4.14 percent, then he moved that the Board approve the 4.14 percent increase, which would include all the proposed service except the addition of Sunday service on the #18 and #19 Mohawk/Fairview routes and additional weekday and weekend service on the #17 Pioneer Plaza route, and go forward with the proposed service with additional review to take place during the budget process. Mr. Gaydos said that one of the problems with projections was that they were projections based on assumptions. Ms. Hocken seconded the motion, which passed unanimously by acclamation. Mr. Vobora would present additional cost information during the budget process with regard to adding the remaining 1 percent in January 2002.

MOTION

VOTE

Ms. Hocken said that she also would be interested to know what BRT efficiencies had been assumed in the projections that had been made.

Mr. Bennett said that in his view, the economic conditions that affected the payroll tax and self-employment revenue would not be good for some time. Even if they proved to be better than expected and assuming debt financing, it still appeared that LTD could have some difficulty in a few years. A case needed to be made to increase the tax base, and it should be made now. Ms. Wylie agreed. Ms. Hocken added that the Board Finance Committee would review the Capital Improvements Program (CIP) in early March, and the Board would be asked to adopt the CIP at its March Board meeting.

Mr. Bennett left the meeting at 8:07 p.m.

BOARD MEMBER REPORTS:

Joint Elected Officials (JEO) Meeting: Mr. Gaydos said that he had attended the JEO meeting on the West Eugene Parkway (WEP) project, and he thought it had been a relatively productive meeting. The new Oregon Department of Transportation (ODOT) Regional Manager Bob Pirrie gave a presentation and did a nice job of explaining the West Eugene Parkway project, its history, and how it would or would not function. There was a process then whereby each person was given an opportunity to ask questions. Mr. Gaydos thought the questions had been good. Most of the questions were about the funding issue and whether or not the funds could be retained.

Mr. Pirrie said that the funding most likely could not be retained, and it was difficult to predict whether or not the funds could be used for any other projects in the area. Those projects would have to compete individually for funding. There was discussion about how quickly some ideas that were presented could move forward, but it was thought that the bid process could not be completed in the short timeline.

Eventually, there was a motion made by Councilor David Kelly to give direction to the City Manager to investigate other alternatives to the west. Following the staff and JEO discussion, it was decided that a thorough response could not be accomplished.

Eugene Mayor Jim Torrey wanted the authority to lobby parts of the project to ODOT to see if there was anything that could be successfully funded. The original motion was amended to allow lobbying to occur, and that motion eventually was passed.

During the discussions, several people had to leave. The County Commission lost its quorum, and several city councilors left as well. No vote was taken as to whether or not the project would go forward. A vote was taken to review some alternatives without spending much time or money. It was not known how far that would go or what would happen.

Eugene City Councilor Gary Rayor had a motion that he previously had sent to other members via email, and his motion was for Parts 1A and 1B of the WEP. Councilor Rayor did not move forward with his motion at the meeting because several people had left.

Ms. Hocken asked if another meeting had been scheduled. Ms. Wylie also had attended the WEP meeting. She said that at the beginning of the meeting, each JEO member present had an opportunity to ask questions and make comments. Toward the end of the meeting, it became more of a City of Eugene meeting. Ms. Wylie hoped it was helpful to the City to have the other jurisdictions present at the meeting.

Metropolitan Policy Committee (MPC): Ms. Hocken reported that there were two outstanding Draft TransPlan issues that were to have been resolved at the last MPC meeting. The river crossing study was one issue, and MPC had agreed to omit a river crossing study from the Draft TransPlan. The other issue was the proposed addition of a finance policy with regard to the prioritization of spending on roads and other improvements. Even though there were five different options presented, the discussion was tabled for lack of agreement.

In addition, MPC began discussing a letter that had been received from Lane County Commissioner Peter Sorenson regarding some concerns he had about the Draft TransPlan. Some of the concerns already were being addressed.

MPC would discuss fiscal constraints at its March meeting.

Mr. Kleger asked if anyone had noticed that the proposed Finance Policy as written could put creating a new bike path that tied together two isolated segments at the bottom of the priority list. Ms. Hocken said that she did not think so, because alternative modes was mentioned in the first priority. She did not think that was the way the City of Eugene was interpreting the language, and she thought that was part of the reason LTD had chosen to support Option #5.

Ms. Hocken said that also at the MPC meeting an MPC bylaws change had been approved to allow Willamalane to be part of the conversation when regional parks and open space issues were discussed. County Commissioner Bill Dwyer also asked for another bylaws change to limit the role that LTD played at MPC from discussions of transportation issues to discussion of transit-only issues. Ms. Hocken said it was questionable whether or not that language would satisfy the federal statute that required LTD to be part of the discussions about transportation issues. A case would be made to the MPC Board that it was not a minor language change, but a substantive change to the bylaws, which would result in noncompliance.

Capitol Grants Administrator Lisa Gardner said that Lane Council of Governments (LCOG) staff were working on the issue. The LCOG staff recognized that LTD was required by federal regulations to be part of the MPC discussions in regard to transportation issues. LCOG staff, as the staffing agency for MPC, would make a presentation to MPC reiterating that response.

BRT Steering Committee / Public Design Workshops / Walkabout Input: This information would be shared later in the meeting during the BRT Update agenda item.

Statewide Livability Forum: Ms. Lauritsen had nothing new to report.

Board Finance Committee: The information from the Board Finance Committee had been shared during discussions about fare increases and the CSR.

LTD GENERAL MANAGER'S REPORT: Mr. Hamm had nothing to add to his written report that was contained in the Board agenda packet.

JANUARY 2001 FINANCIAL STATEMENTS: Staff had nothing further to add to the agenda packet summary.

TRANSPLAN UPDATE: Capital Grants Administrator Lisa Gardner said that the information included in the Board agenda packet was intended as an informational item to let the Board know where the resolution process was for the unresolved issues. She said that at the next MPC meeting, the first item for discussion would be the letter from Commissioner Sorenson. At issue was the BRT Policy, which was a resolved issue in the Draft TransPlan.

Commissioner Sorenson's letter raised the question of whether or not the Phase 1 BRT project would do enough to effectively address the BRT Policy. Ms. Gardner thought there would be some discussion about BRT at the MPC meeting. She thought that some people may have confused the Phase 1 BRT implementation as being part of the Draft TransPlan approval process, which it was not.

Ms. Wylie added that one of the issues that had come up during one-on-one meetings with members of the other jurisdictions was that so much had been said about Phase 1 BRT, but not much had been mentioned about Phases 2 and 3.

Ms. Gardner added that the response to the discussion was that TransPlan provided the framework. The BRT Policy allowed for implementation of specific BRT phases, which were approved on a project-by-project basis. All the jurisdictions would have involvement and a voice in each phase of the project. TransPlan really was not about the approval of Phase 1 BRT.

BUS RAPID TRANSIT UPDATE: Planning and Development Manager Stefano Viggiano said that the Lane County Planning Commission and Roads Advisory Committee recently had recommended approval of the Glenwood segment to the Board of County Commissioners. They chose to focus on the parts that were outside of the city limits, and they recommended that the Board of Commissioners defer to the two cities any approvals for the parts of BRT that were located within their boundaries.

In addition, it recently was learned that the median on Franklin Boulevard, which had the potential of being designated a national historic site, actually would not be. The decision had not yet been made formal but was expected to be very soon. An historic designation would have meant a very lengthy study process.

A meeting with the Springfield Planning Commission had been scheduled for the next week, which most likely would be their last meeting to discuss BRT. The Planning Commission had opened its own public comment period, and it was expected that a recommendation would be made to the Springfield City Council following the closure of the public comment period.

On March 7, 2001, representatives of the CiViS bus would visit LTD. Elected officials were being invited as were some community leaders and key LTD partners to a presentation that CiViS would make to LTD about its buses. A meeting and dinner would be held with LTD Board members, and a noon-hour presentation would be made to LTD employees. Ms. Hocken suggested that staff also invite the people who had attended BRT workshops. Mr. Gaydos thought that representatives of the media also should be present.

Mr. Viggiano then discussed the timeline and process for working on Phase 2 of BRT.

ADMINISTRATION OF SPECIAL TRANSPORTATION SERVICES: Assistant General Manager Mark Pangborn said that he had nothing to add. The plan was moving ahead for the administration of the special transportation services to be brought in-house.

EMPLOYEE APPRECIATION BANQUET: Mr. Hamm noted that the Employee Appreciation Banquet would be held at the Valley River Inn on Sunday, March 18. All Board members were invited to attend and to bring a guest.

MONTHLY STAFF REPORT: Nothing was added to the reports contained in the agenda packet.

MONTHLY PERFORMANCE REPORTS (November and December 2000): Ms. Wylie said that the monthly performance report was a new addition to the Board agenda packet and was to be included monthly as an information-only item.

ADJOURNMENT: There being no further discussions, Ms. Wylie adjourned the meeting at 8:31 p.m.

Board Secretary



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Lane Transit District LONG-RANGE FINANCIAL PLAN Budget Assumptions

GENERAL ASSUMPTIONS:

- **Local Economy**

As previously predicted, the growth of the local economy has slowed significantly in the past several months. In line with local economic forecasts, payroll tax revenues are estimated to increase by 1 percent in the next two fiscal years, with modest additional growth in the succeeding three years.

- **State Employment**

State payrolls will experience very slight growth, which has been the trend during the last few years. The result will be the continuation of slight increases annually in state-in-lieu payment receipts.

- **State Funding Climate**

The additional funding provided to special transportation programs in the 1999 legislative session allowed LTD to hold General Fund contributions to the Special Transportation Fund constant for two years and set aside modest reserves to offset future expenditure increases. The additional funding is not expected to continue. In fact, state support of transit programs will decrease as the state attempts to deal with budget challenges of its own. In addition to waning support for special transportation services, it is possible that LTD will see reduced support for Transportation Demand Management programs in the future, as well.

- **Federal Funding Climate**

Although efforts to obtain grant funds for bus rapid transit (BRT) have been successful to date, discretionary grant funding for other projects and bus purchases has been increasingly difficult to obtain. (LTD has not received discretionary grant funding for new buses since 1996.) As the BRT project approaches buildout, and the scope of the project expands, there is a good probability that BRT will need to look to other sources of funding besides federal grants.

The General Fund increased its transfer to the Capital Fund in the past few years in order to provide more local funds for project expenses and as a hedge for decreasing federal discretionary funds. That contribution will no longer be possible in light of slow/no growth in

local revenues. As a result, LTD will need to finance future capital purchases, most immediately buses for fleet replacement and BRT, with debt.

STRATEGIC ASSUMPTIONS:

- The mission, visions, and strategic actions identified in the LTD Strategic Plan and amended at the January Board of Directors work session will remain essentially the same for the foreseeable future.
- Bus rapid transit will remain a high-priority, high-profile project as an important component of future public transportation services in the community.
- Opportunities to add higher-technology features to both bus services and administrative functions will be actively pursued if the technology improves cost-effectiveness, removes barriers to system use, improves system productivity, or otherwise provides an identifiable and quantifiable benefit.
- No change in the payroll tax rate has been assumed for the plan period.
- No additional changes in the service boundaries are anticipated. (Creswell was added on January 1, 1999, and Cottage Grove was added on January 1, 2000.)

REVENUE SUMMARY:

- Future discretionary grant funding in support of capital projects and bus purchases is assumed to drop to partial support of the next phase of BRT, and 80 percent support of a new Springfield Station. It will be critically important to LTD's future to obtain additional support for capital projects.
- TEA-21 will be reauthorized. In addition, LTD, by virtue of changing funding categories as a result of the 2000 census, will receive \$1 million in additional annual funding beginning in FY 2003-04.
- It already has been advantageous in at least two cases to fund projects exclusively with local funds on occasion. The use of local funds to exclusively finance projects removes the federal regulations that cause project delays, usually add cost, and limit purchasing options. (State procurement regulations, of course, apply to all projects, regardless of funding.)
- Until the completion of the BRT pilot corridor, revenue from fares will increase annually by the change in service (if positive) and the change in local population.
- Tax receipts will flatten over the next two years, and then resume steady growth. The state economy will continue to be monitored closely for signs of change, both positive and negative, that could result in either a period of stronger revenue growth or a period of reduced receipts.

- State support of transit programs for the elderly and persons with disabilities is assumed to decline with the continuing fall in cigarette tax receipts and a lack of commitment to new funding support. No state support for fixed-route service is assumed during the life of the plan.

EXPENSE SUMMARY:

- Personnel services expenditures will grow through FY 2003-04 by 4.5 percent per year due to the terms of the Amalgamated Transit Union Local 757 contract approved in August 2000. This growth will create the most challenging opportunities for the next few years, because revenue almost certainly will not grow as rapidly. Personnel services expenses are the largest single contributor to operating cost. Controlling operating expenses over the next three years is a very high priority. Personnel expenses will be contained by efficiency/productivity improvements that have yet to be identified.
- Materials and services costs will also be contained. In the short term, the result will be reduced support for marketing programs, selective support for travel and training opportunities, and the deferral of non-essential expenses.
- Risk/insurance expenses are projected to increase at 1 percent per year through FY 2005-06 and then level off as the result of continued emphasis on the control of risk, improved safety, and an optimal balance of self-insurance and purchased coverage.
- Transfers to the Capital Fund will continue through FY 2001-02, and then stop while the effort to balance operating needs with the long-term capital agenda receives intense focus over the next several years. Debt financing will be implemented to fill the gap.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: LONG-RANGE FINANCIAL PLAN

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: Approval of the Long-Range Financial Plan

BACKGROUND: The Long-Range Financial Plan (LRFP) covers a rolling twenty-year period, with emphasis on the first five years. The LRFP generally is driven by the Capital Improvements Program (CIP), which, in turn, has been determined by Lane Transit District's long-term goals, preservation of assets, and fleet requirements. LTD's Strategic Plan specifies District goals.

The proposed LRFP is summarized in the attached materials. The plan begins with a twenty-year view of the major projects on the LTD agenda, including: bus rapid transit (BRT); fleet expansion/replacement; passenger boarding improvements (including stations and Park & Ride facilities); and the routine replacement/expansion/upgrade of facility components, tools, and ADP hardware and software. The first five years of the capital component of this plan come directly from the CIP. In the remaining years, it is assumed that the investment in system improvements will continue, including BRT, Park & Ride facilities, and new technology for fare collection and other applications.

The twenty-year operating plan begins with the proposed budget for FY 2001-02, and includes the Capital Fund transfers required to provide local match for grant funding under the assumptions used to estimate capital requirements and resources.

Key issues for the future are as follows:

- Managing expenditures. The growth of General Fund expenses cannot exceed the rate of revenue growth as a sustainable trend. This issue is particularly challenging in light of a new ATU contract that guarantees annual wage and benefit increases through FY 2003-04 totaling nearly 5 percent, while an economic slowdown has significantly reduced the growth of payroll tax revenues.
- Identifying and implementing alternative financing methods for capital project support. Even if bus rapid transit draws significant discretionary federal grant support (a possibility that is not certain), it may do so at

the expense of other projects that traditionally have been funded in this manner, notably bus purchases. In previous years, maximizing local capital support was stressed, but operating priorities and expense increases will make it very difficult to continue to do so for the next five years. Debt financing of future bus purchases will be required.

- Identifying additional resources. Opportunities include joint development, debt financing, and increases to local taxes. If Phase 2 of the BRT project is to begin, as planned, in the next five years, additional federal discretionary funds will be required (or another form of substantial support).
- Maintaining a healthy balance sheet. A key to favorable debt financing is the minimization of perceived organizational risk. There are several analysis factors, among them liquidity, a stable source of repayment funds, and an attractive reserve ratio.

A summary of the assumptions used in drafting the LRFP is included with the attachments.

ATTACHMENTS:

Long-Range Financial Plan Budget Assumptions
Long-Range Financial Plan – Operating Fund
Long-Range Capital Plan Summary

PROPOSED MOTION:

I move that the Board approve the following resolution:

LTD Resolution No. 2001-008: It is hereby resolved that the proposed Long-Range Financial Plan for fiscal years 2001-02 through 2020-21 is approved as presented.

Long-Range Financial Plan

Lane Transit District

Purpose of the financial plan

- Identify funding for short- and long-term District plans
- Identify circumstances or trends that could affect funding
- Affirm that financial goals support the Strategic Plan

Long-term plan: the big picture

- LTD's long-term agenda includes three major goals:

-
- ❑ Provide public transportation services to people who do not have transportation alternatives
 - ❑ Provide services that are an attractive alternative to private automobile use in order to reduce VMTs/SOVs
 - ❑ Maintain a long-term vision of community transportation needs in order to assure/enhance quality of life

Basic transportation services

- Maintain productive fixed-route service
- Maintain demand response service
- Develop and implement cost effective service enhancements to increase ridership and modal split

Service enhancements

□ Vehicle improvements

- Clean, quiet propulsion
- New information and communication technology
- New image

□ System improvements

- Prepaid fares
- Exclusive bus lanes
- Signal priority
- Queue jumpers
- Express and shuttle service
- HOV lanes

Bus rapid transit:

Improved, cost effective, attractive,
productive fixed route service

Long-term vision/quality of life

- TransPlan update
- Community outreach and education
- Commuter solutions
- New technology
- ***BRT***

Assumption summary:

- Service requirements and capital projects form the plan framework
- Population growth and ridership increases will result in fare revenue increases
- Preservation of assets is a high priority

Assumptions (cont'd):

- TEA-21 will be reauthorized and funded
- Population change will result in more federal formula funds
- Tax revenue will be stable, but growth will slow

Assumptions (cont'd):

- Personnel services expenditures will be controlled
- Local capital set aside will be maximized as operating requirements permit
- Debt financing for bus purchases and other projects will be required

Assumptions (cont'd):

- Project expenses must be more closely tied to funding availability
- Projects will be delayed if grant or other external funding is delayed

Major plan components

□ Projects:

- BRT
- Springfield Station
- Fleet enhancements
- Shuttle
- Passenger Boarding Improvements
- Technological improvements

□ Funding:

- Federal grants
- State
- Local funds
 - ◁ Taxes
 - ◁ Fares
 - ◁ Other
- Debt

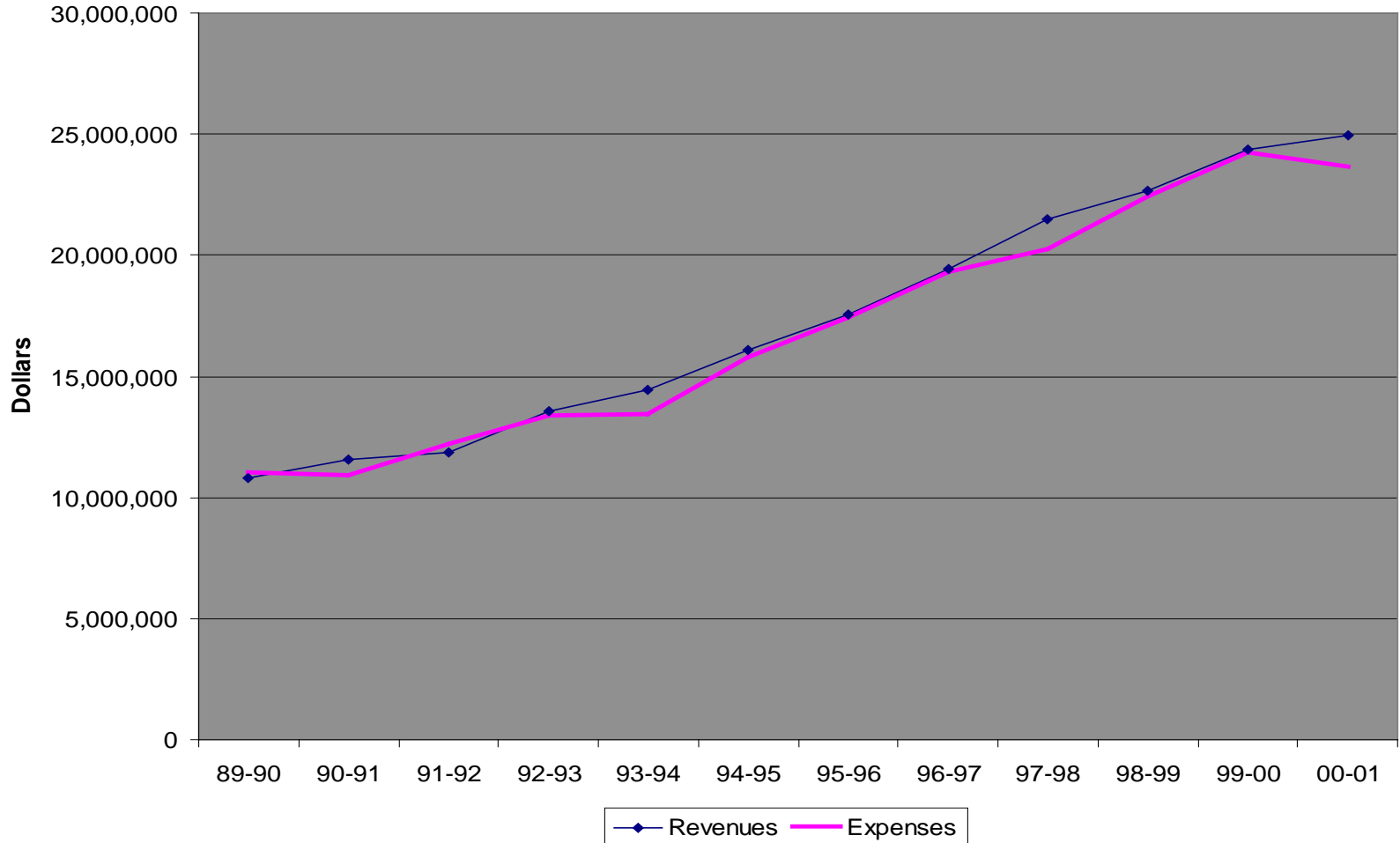
Bus Rapid Transit

- Will not increase operating costs
- Will increase ridership
- Increase productivity and efficiency
- Decrease cost per ride

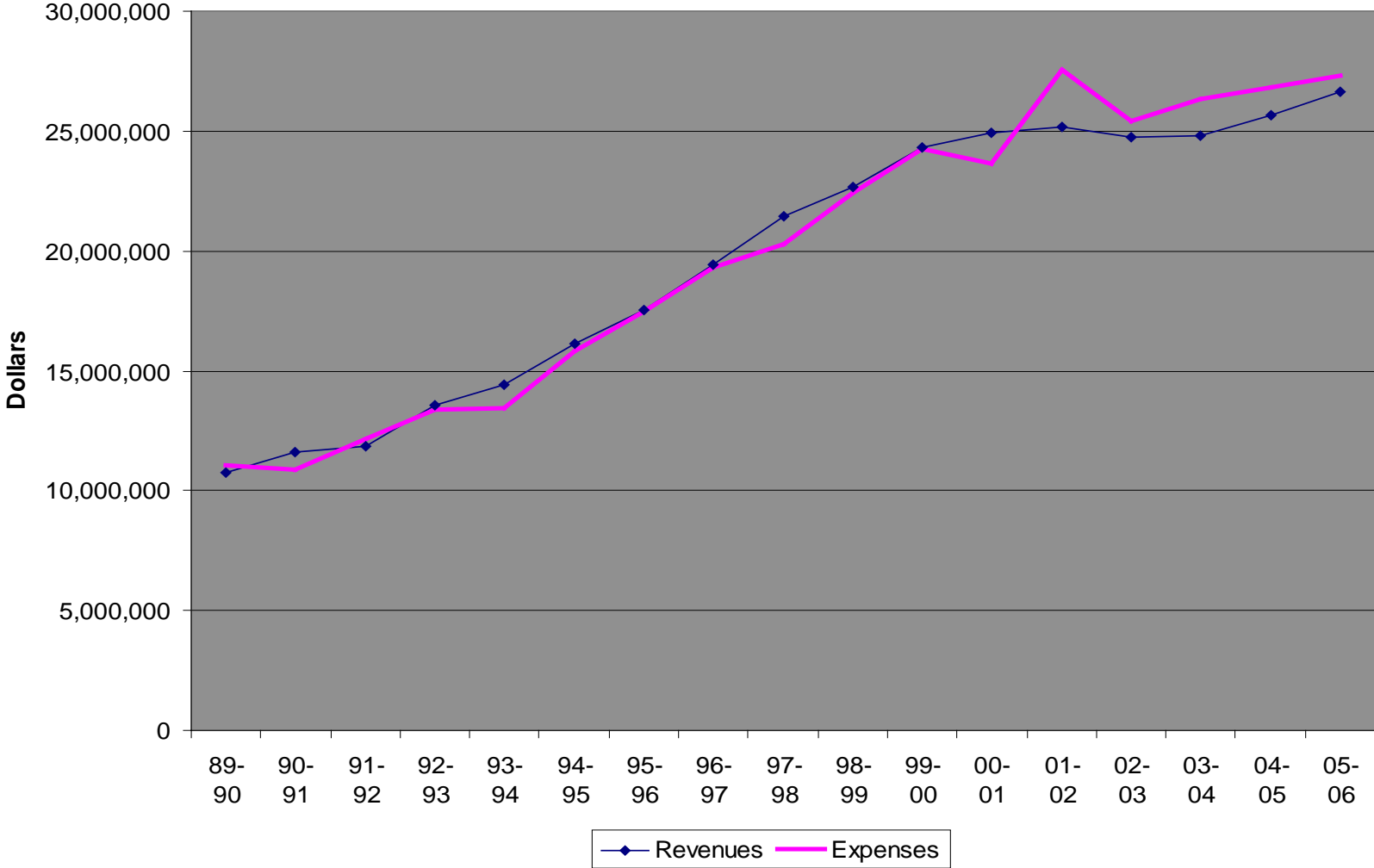
Passenger Boarding Improvements

- Park & Ride facilities will be added as BRT rolls out
- Shelters will continue to be added/replaced
- New bus stop technology will be added for BRT

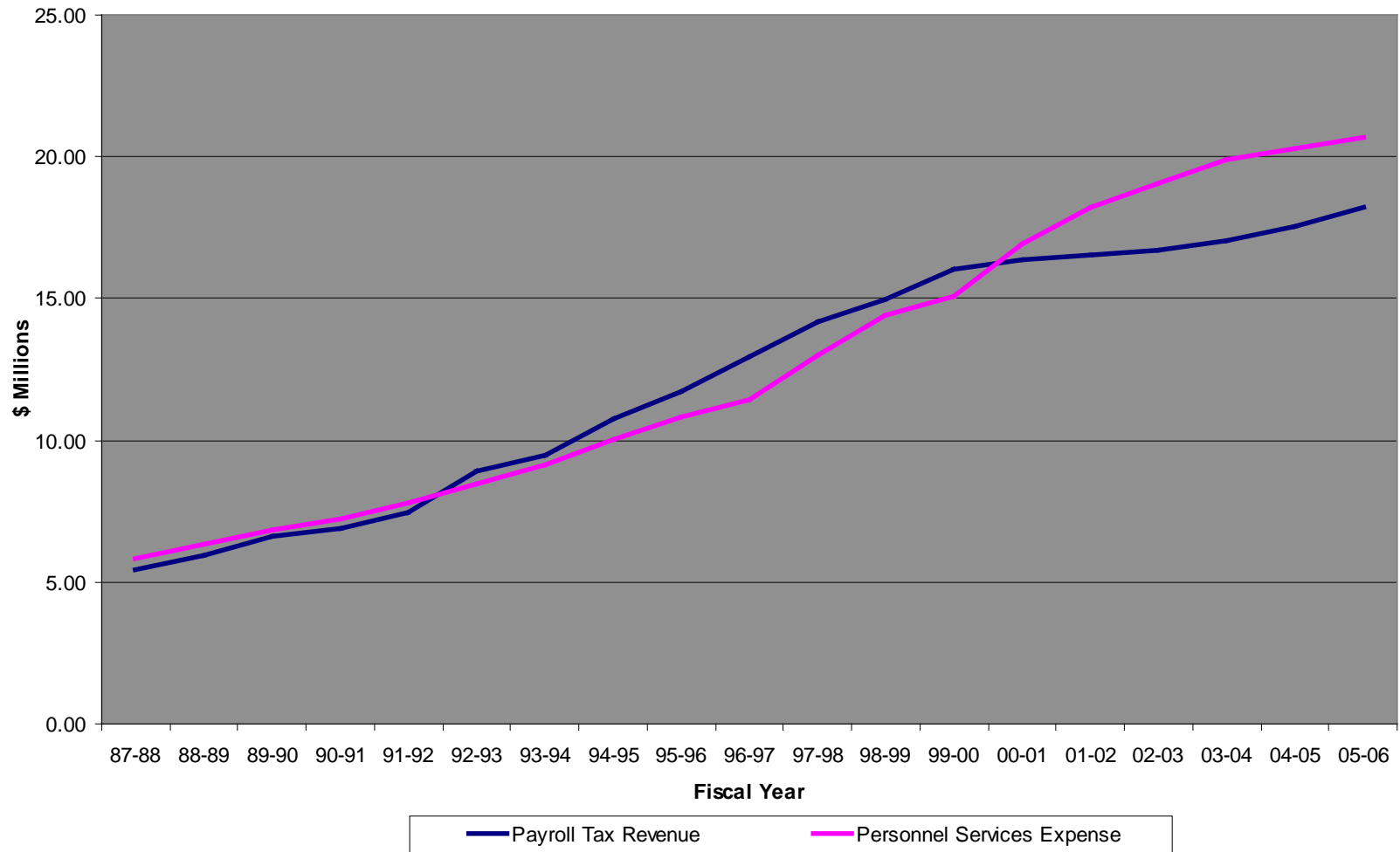
Operating Fund Revenue & Expense



Operating Fund Revenue & Expense Projection



Major Revenue & Expenditure Trends



Capital Summary

FY END	EXPENDITURES					RESOURCES		
	BUSES	BRT	PBI	OTHER	TOTAL	GRANT REVENUE	OTHER & MATCH	TOTAL
2002	9,800,000	5,500,000	7,911,000	1,840,750	25,051,750	11,320,940	(13,730,810)	25,051,750
2003	2,400,000	14,700,000	2,590,000	2,230,300	21,920,300	7,238,420	(14,681,880)	21,920,300
2004		6,000,000	1,055,000	3,244,500	10,299,500	6,491,600	(3,807,900)	10,299,500
2005	6,500,000	6,000,000	355,000	5,146,300	18,001,300	7,645,040	(10,356,260)	18,001,300
2006	6,500,000	7,000,000	1,355,000	4,089,000	18,944,000	4,183,200	(14,760,800)	18,944,000
2007		7,000,000	1,500,000	(1,020,000)	7,480,000	4,500,000	(2,980,000)	7,480,000
2008		10,000,000	250,000	1,500,000	11,750,000	4,635,000	(7,115,000)	11,750,000
2009	4,000,000	4,000,000	2,000,000	1,500,000	11,500,000	4,774,050	(6,725,950)	11,500,000
2010		4,000,000	250,000	1,500,000	5,750,000	4,917,272	(832,729)	5,750,000
2011	8,000,000	4,000,000	500,000	1,500,000	14,000,000	5,064,790	(8,935,210)	14,000,000
2012		4,000,000	2,000,000	1,500,000	7,500,000	5,216,733	(2,283,267)	7,500,000
2013	4,000,000	4,000,000	250,000	1,500,000	9,750,000	5,373,235	(4,376,765)	9,750,000
2014		4,000,000	500,000	1,500,000	6,000,000	5,534,432	(465,568)	6,000,000
2015	14,000,000	4,000,000	2,000,000	1,500,000	21,500,000	5,700,465	(15,799,535)	21,500,000
2016		4,000,000	250,000	1,500,000	5,750,000	5,871,479	121,479	5,750,000
2017		4,000,000	500,000	1,500,000	6,000,000	6,047,624	47,624	6,000,000
2018	14,000,000	4,000,000	2,000,000	1,500,000	21,500,000	6,229,052	(15,270,948)	21,500,000
2019		4,000,000	500,000	1,500,000	6,000,000	6,415,924	415,924	6,000,000
2020		4,000,000	500,000	1,500,000	6,000,000	6,608,402	608,402	6,000,000
2021	14,000,000	4,000,000	500,000	1,500,000	20,000,000	6,806,654	(13,193,346)	20,000,000
	83,200,000	108,200,000	26,766,000	36,530,850	254,696,850	120,574,312	(134,122,538)	254,696,850

General & Capital Funds Summary

	FY 2000- 2001 Budget	FY 2000- 2001 Estimated	FY 2001-- 2002 As Calculated	Year 2 projected FY2002-2003	Year 3 projected FY2003-2004	Year 4 projected FY 2004-2005	Year 5 projected FY2005-2006
Beginning Net Working Capital - Operations	7,793,098	9,023,585	6,059,170	3,661,070	3,042,330	1,550,860	388,280
Beginning Net Working Capital - Capital	13,290,361	11,073,762	15,328,580	14,597,770	9,716,160	5,908,260	2,202,000
Total Beginning Working Capital	21,083,459	20,097,347	21,387,750	18,258,840	12,758,490	7,459,120	2,590,280
Resources From General Fund							
Operating revenues - passenger fares	4,143,000	4,015,500	4,015,500	4,095,810	4,218,680	4,387,430	4,562,930
Taxes (payroll, self-employment & state)	18,590,000	18,312,500	18,495,630	18,680,590	19,054,200	19,625,830	20,410,860
Other (adv., special services, & misc)	759,250	774,770	687,990	701,750	715,790	730,110	744,710
Other operating grants	448,100	447,500	445,670	454,580	463,670	472,940	482,400
Interest	892,500	1,387,090	1,500,000	841,770	382,750	423,270	461,710
Total Revenues From General Fund	24,832,850	24,937,360	25,144,790	24,774,500	24,835,090	25,639,580	26,662,610
Requirements From General Fund							
Personnel services	(16,534,230)	(16,927,400)	(18,218,150)	(19,037,970)	(19,894,680)	(20,292,570)	(20,698,420)
Materials and services	(4,460,901)	(4,292,583)	(4,955,180)	(4,959,280)	(5,008,870)	(5,058,960)	(5,109,550)
Insurance	(587,000)	(433,575)	(520,320)	(525,520)	(530,780)	(536,090)	(541,450)
Special Transportation	(789,000)	(624,000)	(849,240)	(870,470)	(892,230)	(914,540)	(937,400)
Total Requirements From General Fund	(22,371,131)	(22,277,558)	(24,542,890)	(25,393,240)	(26,326,560)	(26,802,160)	(27,286,820)
Net Operating Revenues (Requirements) Before Transfer to Capital Fund	2,461,719	2,659,802	601,900	(618,740)	(1,491,470)	(1,162,580)	(624,210)
Transfer to Capital Fund - current operations	(3,000,000)	(1,369,400)	(3,000,000)	-	-	-	-
Transfer to Capital Fund - capital reserves	(4,254,817)	(4,254,817)	-	-	-	-	-
Additions (Reductions) to Operating Reserves	(4,793,098)	(2,964,415)	(2,398,100)	(618,740)	(1,491,470)	(1,162,580)	(624,210)
Resources From Capital Fund							
Federal grants -- formula	3,438,606	2,720,000	2,024,940	1,738,420	3,991,600	5,145,040	4,183,200
Federal grants -- discretionary	12,600,000	1,200,000	9,296,000	5,500,000	2,500,000	2,500,000	-
Transfer from General Fund - current operati	3,000,000	1,369,400	3,000,000	-	-	-	-
Transfer from General Fund - capital reserv	4,254,817	4,254,817	-	-	-	-	-
Proceeds from bond sales	-	-	10,000,000	9,800,000	-	6,650,000	12,800,000
Total Capital Resources	23,293,423	9,544,217	24,320,940	17,038,420	6,491,600	14,295,040	16,983,200
Requirements From Capital Fund							
Revenue rolling stock -- fixed route	(5,000,000)	(1,900,000)	(9,800,000)	(2,400,000)	-	(6,500,000)	(6,500,000)
Bus Rapid Transit - Phase 1	(9,200,000)	(1,030,000)	(4,500,000)	(6,500,000)	-	-	-
Bus Rapid Transit - Phase 1 - rolling stock	-	-	-	(7,200,000)	-	-	-
Bus Rapid Transit - Planning	-	-	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Bus Rapid Transit - Phase 2	-	-	-	-	(5,000,000)	(5,000,000)	-
Bus Rapid Transit - Phase 2 - rolling stock	-	-	-	-	-	-	(6,000,000)
Facilities & PBI	(720,000)	(685,000)	(1,115,000)	(2,590,000)	(1,055,000)	(355,000)	(1,355,000)
Springfield Station	(700,000)	(200,000)	(4,796,000)	-	-	-	-
LCC Station	(400,000)	(400,000)	-	-	-	-	-
RideSource Facility/Satellite Land Acquisiti	(425,000)	-	(2,000,000)	-	-	-	-
Intelligent Transportation Systems	-	-	-	(200,000)	(200,000)	(200,000)	(200,000)
Hardware/Software	(1,418,700)	(550,000)	(1,251,650)	(406,630)	(265,500)	(766,300)	(220,000)
Radio/Communications	(1,550,000)	(90,000)	(20,000)	-	(89,000)	(1,322,000)	-
Other	(615,000)	(434,400)	(369,100)	(311,400)	(490,000)	(508,000)	(433,000)
Total Capital Requirements	(20,028,700)	(5,289,400)	(24,851,750)	(20,608,030)	(8,099,500)	(15,651,300)	(15,708,000)
Debt Service							
Expenses Related to Debt Financing	-	-	(200,000)	(200,000)	-	(150,000)	(300,000)
Debt Service Requirements	-	-	-	(1,112,000)	(2,200,000)	(2,200,000)	(2,936,000)
Net Operating Revenues (Requirements) in C	3,264,723	4,254,817	(730,810)	(4,881,610)	(3,807,900)	(3,706,260)	(1,960,800)
Resulting Ending Working Capital - General F	3,000,000	6,059,170	3,661,070	3,042,330	1,550,860	388,280	(235,930)
Resulting Ending Working Capital - Capital F	16,555,084	15,328,579	14,597,770	9,716,160	5,908,260	2,202,000	241,200
Resulting Ending Working Capital - Combined	19,555,084	21,387,749	18,258,840	12,758,490	7,459,120	2,590,280	5,270

Operating

Capital

Debt Service

Closing Remarks

- LTD will have a challenging next few years:
 - Operating expenses increasing
 - Slow (or no) short term economic growth
 - Rapid increase in *RideSource* demand accompanied by a decrease in productivity
 - Unfunded capital agenda

Remarks (cont'd)

- Long-term success will depend on:
 - Community support for LTD's agenda
 - New funding sources for BRT
 - Careful expenditure control
 - Attainment of performance goals
 - Productivity and efficiency improvement

LONG-RANGE FINANCIAL PLAN - OPERATING FUN

	Projections							
	98/99 ACTUAL	99/00 ACTUAL	00/01 ESTIMATE	Proposed 01/02	02/03	03/04	04/05	05/06
BEGINNING FUND BALANCE	7,239,090	8,174,068	9,023,585	6,059,170	3,661,070	3,042,330	1,550,860	388,280
REVENUE								
Operating Revenue:								
Regular Fares	3,047,579	3,237,133	3,193,000	3,193,000	3,256,860	3,354,566	3,488,751	3,628,304
Group Passes	<u>739,615</u>	<u>771,277</u>	<u>822,500</u>	<u>822,500</u>	<u>838,950</u>	<u>864,114</u>	<u>898,679</u>	<u>934,626</u>
Total Fares	3,787,194	4,008,410	4,015,500	4,015,500	4,095,810	4,218,680	4,387,430	4,562,930
Special Services	157,245	131,495	125,480	125,500	128,010	130,570	133,182	135,845
Advertising	346,273	350,618	387,000	412,500	420,750	429,170	437,757	446,511
Misc. Operating	230,289	381,014	257,290	144,990	152,990	156,050	159,171	162,354
Total Operating	4,521,001	4,871,537	4,785,270	4,698,490	4,797,560	4,934,470	5,117,539	5,307,640
Payroll Tax	15,178,987	16,040,086	16,366,500	16,530,170	16,695,475	17,029,384	17,540,270	18,241,878
SET	980,861	876,048	980,000	989,800	999,698	1,019,691	1,050,282	1,092,292
State-in-Lieu	<u>924,521</u>	<u>1,100,330</u>	<u>966,000</u>	<u>975,660</u>	<u>985,417</u>	<u>1,005,125</u>	<u>1,035,279</u>	<u>1,076,690</u>
Total Taxes	17,084,369	18,016,464	18,312,500	18,495,630	18,680,590	19,054,200	19,625,830	20,410,860
TDM & Parts Grant	<u>198,021</u>	<u>222,019</u>	<u>447,500</u>	<u>445,670</u>	<u>454,580</u>	<u>463,670</u>	<u>472,940</u>	<u>482,400</u>
Total Grants	198,021	222,019	447,500	445,670	454,580	463,670	472,940	482,400
Interest Income	846,559	1,132,736	1,387,090	1,500,000	841,770	382,750	423,270	461,710
Disposal of Assets	1,000	9,961	5,000	5,000	0	0	0	0
TOTAL GF REVENUE	22,650,950	24,252,717	24,937,360	25,144,790	24,774,499	24,835,090	25,639,580	26,662,610
EXPENSE								
Personnel Services	14,125,525	15,062,540	16,927,400	18,218,150	19,037,970	19,894,680	20,292,570	20,698,420
Materials & Services	3,711,734	4,096,918	4,292,583	4,955,180	4,959,280	5,008,870	5,058,960	5,109,550
Risk/Insurance	619,520	554,742	433,575	520,320	525,520	530,780	536,090	541,450
Transfer to ST Fund	654,193	689,000	624,000	849,240	870,470	892,230	914,540	937,400
Transfer to Capital	2,605,000	3,000,000	5,624,217	3,000,000	0	0	0	0

	Projections							
	98/99 ACTUAL	99/00 ACTUAL	00/01 ESTIMATE	Proposed 01/02	02/03	03/04	04/05	05/06
TOTAL GF EXPENSE	21,715,972	23,403,200	27,901,775	27,542,890	25,393,240	26,326,560	26,802,160	27,286,820
ENDING BALANCE	8,174,068	9,023,585	6,059,170	3,661,070	3,042,330	1,550,860	388,280	-235,930

ID

	06/07	07/08	08/09	09/10	10/11
BEGINNING FUND BALANCE	-235,930	-970,110	-769,985	-270,980	542,064
REVENUE					
Operating Revenue:					
Regular Fares	3,737,153	3,849,268	3,964,746	4,083,688	4,206,199
Group Passes	<u>962,664</u>	<u>991,544</u>	<u>1,021,291</u>	<u>1,051,929</u>	<u>1,083,487</u>
Total Fares	4,699,818	4,840,812	4,986,036	5,135,618	5,289,686
Special Services	142,637	149,769	157,258	165,121	173,377
Advertising	468,837	492,278	516,892	542,737	569,874
Misc. Operating	170,472	178,996	187,946	197,343	207,210
Total Operating	5,481,764	5,661,856	5,848,132	6,040,818	6,240,147
Payroll Tax	18,789,134	19,352,808	19,933,393	20,531,394	21,147,336
SET	1,125,061	1,158,813	1,193,577	1,229,384	1,266,266
State-in-Lieu	<u>1,108,991</u>	<u>1,142,260</u>	<u>1,176,528</u>	<u>1,211,824</u>	<u>1,248,179</u>
Total Taxes	21,023,186	21,653,881	22,303,498	22,972,603	23,661,781
TDM & Parts Grant	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>
Total Grants	485,000	485,000	485,000	485,000	485,000
Interest Income	200,000	850,000	850,000	850,000	850,000
Disposal of Assets	0	0	0	0	0
TOTAL GF REVENUE	27,189,949	28,650,737	29,486,630	30,348,421	31,236,927
EXPENSE					
Personnel Services	21,112,388	21,534,636	21,965,329	22,404,635	22,852,728
Materials & Services	5,211,741	5,315,976	5,422,295	5,530,741	5,641,356
Risk/Insurance	600,000	600,000	600,000	600,000	600,000
Transfer to ST Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer to Capital	0	0	0	0	0

	06/07	07/08	08/09	09/10	10/11
TOTAL GF EXPENSE	27,924,129	28,450,612	28,987,624	29,535,377	30,094,084
ENDING BALANCE	-970,110	-769,985	-270,980	542,064	1,684,907

LONG-RANGE FINANCIAL PLAN - OPERATING FUND (Cont'd)

	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
BEGINNING FUND BALANCE	1,684,907	3,173,935	3,793,086	3,264,412	3,714,412	3,164,412	3,614,412	4,064,412
REVENUE								
Operating Revenue:								
Regular Fares	4,332,385	4,462,356	4,596,227	4,600,000	4,600,000	4,600,000	4,600,000	4,600,000
Group Passes	<u>1,115,992</u>	<u>1,149,472</u>	<u>1,183,956</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,200,000</u>
Total Fares	5,448,377	5,611,828	5,780,183	5,800,000	5,800,000	5,800,000	5,800,000	5,800,000
Special Services	182,046	191,148	200,705	205,000	205,000	205,000	205,000	205,000
Advertising	598,367	628,286	659,700	660,000	660,000	660,000	660,000	660,000
Misc. Operating	217,570	228,449	239,871	250,000	250,000	250,000	250,000	250,000
Total Operating	6,446,360	6,659,711	6,880,460	6,915,000	6,915,000	6,915,000	6,915,000	6,915,000
Payroll Tax	21,781,756	22,435,209	23,108,265	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
SET	1,304,254	1,343,381	1,383,683	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
State-in-Lieu	<u>1,285,624</u>	<u>1,324,193</u>	<u>1,363,918</u>	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,400,000</u>
Total Taxes	24,371,634	25,102,783	25,855,867	27,800,000	27,800,000	27,800,000	27,800,000	27,800,000
TDM & Parts Grant	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>	<u>485,000</u>
Total Grants	485,000	485,000	485,000	485,000	485,000	485,000	485,000	485,000
Interest Income	850,000	850,000	850,000	850,000	850,000	850,000	850,000	850,000
Disposal of Assets	0	0	0	0	0	0	0	0
TOTAL GF REVENUE	32,152,994	33,097,494	34,071,326	36,050,000	36,050,000	36,050,000	36,050,000	36,050,000
EXPENSE								
Personnel Services	23,309,783	24,009,076	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
Materials & Services	5,754,183	5,869,267	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
Risk/Insurance	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Transfer to ST Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer to Capital	0	1,000,000	2,000,000	3,000,000	4,000,000	3,000,000	3,000,000	3,000,000

	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
TOTAL GF EXPENSE	30,663,966	32,478,343	34,600,000	35,600,000	36,600,000	35,600,000	35,600,000	35,600,000
ENDING BALANCE	3,173,935	3,793,086	3,264,412	3,714,412	3,164,412	3,614,412	4,064,412	4,514,412

19/20

BEGINNING FUND BALANCE 4,514,412

REVENUE

Operating Revenue:

Regular Fares 4,600,000
Group Passes 1,200,000
Total Fares 5,800,000

Special Services 205,000
Advertising 660,000
Misc. Operating 250,000

Total Operating 6,915,000

Payroll Tax 25,000,000
SET 1,400,000
State-in-Lieu 1,400,000
Total Taxes 27,800,000

TDM & Parts Grant 485,000
Total Grants 485,000

Interest Income 850,000
Disposal of Assets 0

TOTAL GF REVENUE **36,050,000**

EXPENSE

Personnel Services 25,000,000
Materials & Services 6,000,000
Risk/Insurance 600,000
Transfer to ST Fund 1,000,000
Transfer to Capital 3,000,000

19/20

TOTAL GF EXPENSE

35,600,000

ENDING BALANCE

4,964,412

	FY 2000- 2001 Budget	FY 2000- 2001 Estimated	FY 2001-- 2002 As Calculated	
Beginning Net Working Capital - Operations	7,793,098	9,023,585	6,059,170	
Beginning Net Working Capital - Capital	<u>13,290,361</u>	<u>11,073,762</u>	<u>15,328,580</u>	
Total Beginning Working Capital	<u>21,083,459</u>	<u>20,097,347</u>	<u>21,387,750</u>	
O	Resources From General Fund			
p	Operating revenues - passenger fares	4,143,000	4,015,500	4,015,500
e	Taxes (payroll, self-employment & state)	18,590,000	18,312,500	18,495,630
r	Other (adv., special services, & misc)	759,250	774,770	687,990
a	Other operating grants	448,100	447,500	445,670
t	Interest	<u>892,500</u>	<u>1,387,090</u>	<u>1,500,000</u>
i	Total Revenues From General Fund	<u>24,832,850</u>	<u>24,937,360</u>	<u>25,144,790</u>
o	Requirements From General Fund			
n	Personnel services	(16,534,230)	(16,927,400)	(18,218,150)
s	Materials and services	(4,460,901)	(4,292,583)	(4,955,180)
	Insurance	(587,000)	(433,575)	(520,320)
	Special Transportation	<u>(789,000)</u>	<u>(624,000)</u>	<u>(849,240)</u>
	Total Requirements From General Fund	<u>(22,371,131)</u>	<u>(22,277,558)</u>	<u>(24,542,890)</u>
	Net Operating Revenues (Requirements) Before			
	Transfer to Capital Fund	<u>2,461,719</u>	<u>2,659,802</u>	<u>601,900</u>
	Transfer to Capital Fund - current operations	(3,000,000)	(1,369,400)	(3,000,000)
	Transfer to Capital Fund - capital reserves	<u>(4,254,817)</u>	<u>(4,254,817)</u>	<u>-</u>
	Additions (Reductions) to Operating Reserves	<u>(4,793,098)</u>	<u>(2,964,415)</u>	<u>(2,398,100)</u>
C	Resources From Capital Fund			
a	Federal grants -- formula	3,438,606	2,720,000	2,024,940
p	Federal grants -- discretionary	12,600,000	1,200,000	9,296,000
i	Transfer from General Fund - current operations	3,000,000	1,369,400	3,000,000
t	Transfer from General Fund - capital reserves	4,254,817	4,254,817	-
a	Proceeds from bond sales	<u>-</u>	<u>-</u>	<u>10,000,000</u>
i		<u>23,293,423</u>	<u>9,544,217</u>	<u>24,320,940</u>
l	Requirements From Capital Fund			
	Revenue rolling stock -- fixed route	(5,000,000)	(1,900,000)	(9,800,000)
	Bus Rapid Transit - Phase 1	(9,200,000)	(1,030,000)	(4,500,000)
	Bus Rapid Transit - Phase 1 - rolling stock			
	Bus Rapid Transit - Planning			(1,000,000)
	Bus Rapid Transit - Phase 2			
	Bus Rapid Transit - Phase 2 - rolling stock			
	Facilities & PBI	(720,000)	(685,000)	(1,115,000)
	Springfield Station	(700,000)	(200,000)	(4,796,000)
	LCC Station	(400,000)	(400,000)	
	RideSource Facility/Satellite Land Acquisition	(425,000)		(2,000,000)
	Intelligent Transportation Systems			
	Hardware/Software	(1,418,700)	(550,000)	(1,251,650)
	Radio/Communications	(1,550,000)	(90,000)	(20,000)

LANE TRANSIT DISTRICT

LONG-RANGE CAPITAL PLAN SUMMARY

	EXPENDITURES					RESOURCES		
	BUSES	BRT	PBI	OTHER	TOTAL	GRANT REVENUE	OTHER & MATCH	TOTAL
FY END								
2002	9,800,000	5,500,000	7,911,000	1,840,750	25,051,750	11,320,940	(13,730,810)	25,051,750
2003	2,400,000	14,700,000	2,590,000	2,230,300	21,920,300	7,238,420	(14,681,880)	21,920,300
2004		6,000,000	1,055,000	3,244,500	10,299,500	6,491,600	(3,807,900)	10,299,500
2005	6,500,000	6,000,000	355,000	5,146,300	18,001,300	7,645,040	(10,356,260)	18,001,300
2006	6,500,000	7,000,000	1,355,000	4,089,000	18,944,000	4,183,200	(14,760,800)	18,944,000
2007		7,000,000	1,500,000	(1,020,000)	7,480,000	4,500,000	(2,980,000)	7,480,000
2008		10,000,000	250,000	1,500,000	11,750,000	4,635,000	(7,115,000)	11,750,000
2009	4,000,000	4,000,000	2,000,000	1,500,000	11,500,000	4,774,050	(6,725,950)	11,500,000
2010		4,000,000	250,000	1,500,000	5,750,000	4,917,272	(832,729)	5,750,000
2011	8,000,000	4,000,000	500,000	1,500,000	14,000,000	5,064,790	(8,935,210)	14,000,000
2012		4,000,000	2,000,000	1,500,000	7,500,000	5,216,733	(2,283,267)	7,500,000
2013	4,000,000	4,000,000	250,000	1,500,000	9,750,000	5,373,235	(4,376,765)	9,750,000
2014		4,000,000	500,000	1,500,000	6,000,000	5,534,432	(465,568)	6,000,000
2015	14,000,000	4,000,000	2,000,000	1,500,000	21,500,000	5,700,465	(15,799,535)	21,500,000
2016		4,000,000	250,000	1,500,000	5,750,000	5,871,479	121,479	5,750,000
2017		4,000,000	500,000	1,500,000	6,000,000	6,047,624	47,624	6,000,000
2018	14,000,000	4,000,000	2,000,000	1,500,000	21,500,000	6,229,052	(15,270,948)	21,500,000
2019		4,000,000	500,000	1,500,000	6,000,000	6,415,924	415,924	6,000,000
2020		4,000,000	500,000	1,500,000	6,000,000	6,608,402	608,402	6,000,000
2021	14,000,000	4,000,000	500,000	1,500,000	20,000,000	6,806,654	(13,193,346)	20,000,000
	83,200,000	108,200,000	26,766,000	36,530,850	254,696,850	120,574,312	(134,122,538)	254,696,850

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AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: This agenda item provides a formal opportunity for Board members to make announcements or to suggest topics for current or future Board meetings.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: Board members have been appointed to the Metropolitan Policy Committee (MPC), and on occasion are appointed to other local or regional committees. Board members also will 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:

1. **Metropolitan Policy Committee:** MPC meetings are held on the second Thursday of each month. At the Board meeting, LTD's MPC representatives Pat Hocken and Hillary Wylie can provide a brief report on the March 8, 2001, MPC meeting. The next MPC meeting is scheduled for April 12, 2001.
2. **BRT Steering Committee:** Board members Pat Hocken, Rob Bennett, and Hillary Wylie are participating on LTD's BRT Steering Committee with members of local units of government and community representatives. The Committee last met on March 6. The next BRT Steering Committee meeting is scheduled for April 3, 2001, at 5:30 p.m. At the March 21 Board meeting, Committee Chair Rob Bennett and the other LTD Board representatives can provide a brief update on the March 6 meeting and respond to any questions the Board may have about this committee's activities.
3. **Statewide Livability Forum:** Board member Virginia Lauritsen is participating on a statewide committee called the Livability Forum, as one of 12 participants from the Eugene/Springfield area. The committee has been meeting once every six months, and is scheduled to meet again in April 2001. Ms. Lauritsen will provide updates on Forum activities as they occur.

4. **Board Finance Committee**: The Board Finance Committee (Chair Pat Hocken and members Gerry Gaydos and Virginia Lauritsen) last met on March 7. At the March 21 Board meeting, Ms. Hocken can provide a brief summary of the committee's activities to date.
5. **Board Human Resources Committee**: The Board Human Resources Committee (Chair Gerry Gaydos and members Dave Kleger and Robert Melnick) met on March 12. An agenda item summary and recommendation for action is included in the Items for Action at the March 21 Board meeting.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

ATTACHMENTS: The attached correspondence is included for the Board's information:

- February 27, 2001, written testimony on the 2002-2005 Draft Statewide Transportation Improvements Program made by Board President Hillary Wylie
- March 12, 2001, letter from Russ Brink, Downtown Eugene, Inc., executive director, regarding bus rapid transit

At the March 21, 2001, meeting, staff will respond to any questions the Board members may have about this correspondence.

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

CANCELED SPECIAL MEETING

Wednesday, March 7, 2001

Pursuant to notice given to *The Register-Guard* for publication on March 6, 2001, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District scheduled a special meeting at 5:45 p.m. on Wednesday, March 7, 2001, at the Oregon Electric Station at 27 East 5th Avenue, Eugene. The purpose of the special meeting was to hold an informal discussion with representatives of Irisbus, the manufacturers of the CiViS bus. However, the meeting was canceled at 6 p.m. for lack of a quorum.

Present: Gerry Gaydos
Dave Kleger, Treasurer
Virginia Lauritsen, Secretary
Ken Hamm, General Manager
Jo Sullivan, Recording Secretary

Absent: Rob Bennett, Vice President
Patricia Hocken
Robert Melnick
Hillary Wylie, President

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Wednesday, March 7, 2001

Pursuant to notice given to *The Register-Guard* for publication on March 6, 2001, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District met with invited members of the community on Wednesday, March 7, 2001, at 4 p.m. at the Oregon Electric Station at 27 East 5th Avenue, Eugene. The purpose of the event was to hear a presentation on the CiViS bus by representatives of Irisbus.

Present: Hillary Wylie, President
Gerry Gaydos
Patricia Hocken
Dave Kleger, Treasurer
Virginia Lauritsen, Secretary
Robert Melnick
Ken Hamm, General Manager
Jo Sullivan, Recording Secretary

Absent: Rob Bennett, Vice President

Board President Hillary Wylie welcomed those in attendance at 4:30 p.m., and those present introduced themselves. The Irisbus representatives used a PowerPoint presentation to describe the features of the CiViS bus being manufactured in France, as well as several bus rapid transit projects in Europe and the United States that would use buses manufactured by their company. They also showed a brief video of a prototype CiViS bus on a test guideway in France. Following the presentation, the Irisbus representatives answered questions on bus specifications from the audience. The special meeting ended after the question and answer period, at 5:25 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: Approval of Consent Calendar Items

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

The Consent Calendar for March 21, 2001:

- ◆ Approval of minutes: February 21, 2001, regular Board meeting
- ◆ Approval of minutes: March 7, 2001, special Board meeting
- ◆ Approval of minutes: March 7, 2001, canceled special Board meeting

ATTACHMENTS:

- (1) Minutes of the February 21, 2001, regular Board meeting
- (2) Minutes of the March 7, 2001, 4 p.m. special Board meeting
- (3) Minutes of the canceled March 7, 2001, 5:45 p.m. special Board meeting

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

LTD Resolution No. 2001-006: It is hereby resolved that the Consent Calendar for March 21, 2001, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: COMMUTER SOLUTIONS "CHOICES VIDEO"

PREPARED BY: Connie Williams, Commuter Solutions Program Manager

ACTION REQUESTED: None

BACKGROUND: Last year, Commuter Solutions partnered with Lane Council of Governments' METRO-TV and the City of Eugene to produce a video on transportation choices that would be acceptable to the local middle/high school audience. The video has since been submitted for consideration of several production awards. I am pleased to announce that the "Choices" video has won a Telly Award. The Telly Award is one of the highest awards granted for video production.

The 2000 Telly competition had 11,033 entries with about 7 percent to 10 percent receiving awards. Competition for awards came from businesses such as Dick Clark Productions, IBM, and Coca-Cola USA.

Robert Lewis of METRO-TV entered the competition last spring on behalf of LTD and received notice in late February that the video was a winning entry.

In addition to the Telly Award, Lewis submitted the video for competition for the 2000 Communicator Crystal Awards, and the Aegis Award of Excellence. The video also won awards in both of these competitions.

Staff will show the video to the Board at the beginning of the March 21 meeting. Additionally, Mr. Lewis will be in attendance to present a team trophy to LTD.

PROPOSED MOTION: none

**Lane Transit District
Proposed Capital Improvements Program**

Type	Major Projects	FISCAL YEAR				
		2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
AUTOMATED DATA PROCESSING HARDWARE / SOFTWARE	Hastus	15,000				
	Midas	100,000				
	Automated Pass Validation	60,000	60,000	60,000	60,000	
	General Software Upgrades	85,500	85,500	85,500	15,300	
	Misc. Hardware	20,000	20,000	20,000	20,000	20,000
	Automated Traveler Info. System		100,000	100,000	600,000	200,000
	HR Software Upgrade				71,000	
ADP Hardware/Software Total		280,500	265,500	265,500	766,300	220,000
AVL/APC	AVL/APC	971,150	141,130			
AVL/APC Total		971,150	141,130	-	-	-
BUS-RELATED EQUIPMENT	Bus Security Cameras	130,000		130,000	130,000	130,000
	Bus Seat Change for Bike Capacity		10,000			
Bus-Related Equipment Total		130,000	10,000	130,000	130,000	130,000
BUS RAPID TRANSIT (BRT)	BRT Phase 1 Construction	4,500,000	6,500,000			
	BRT Planning/Consultants	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
	BRT Phase II			5,000,000	5,000,000	
BRT Total		5,500,000	7,500,000	6,000,000	6,000,000	1,000,000
FACILITIES	RideSource Facility/Satellite Facility					
	Land Acquisition	2,000,000				
	Fairgrounds Park & Ride		300,000			
	Security Systems		80,000	20,000	20,000	20,000
	Glenwood Park & Ride		300,000			
	Glenwood Property Acquisition	100,000	100,000	100,000	100,000	100,000
	Coburg Park & Ride					1,000,000
	UO Station Enhancements		50,000			
	Eugene Station Improvements	50,000				
LCC Bus Only Lane			400,000			
Facility Expansion	100,000	1,200,000	-	-	-	
Facilities Total		2,250,000	2,030,000	520,000	120,000	1,120,000
INTELLIGENT TRANSPORTATION SYSTEMS	Miscellaneous Transit Priority	-	200,000	200,000	200,000	200,000
ITS Total		-	200,000	200,000	200,000	200,000
MISCELLANEOUS EQUIPMENT	Misc. Office Equipment	38,000	36,400	38,000	38,000	38,000
	Copiers			82,000		
	Board Room Projector Screen	5,300				
	Graphics Plotter	13,000				
	BRT Presentation Equipment	10,000				
Miscellaneous Equipment Total		66,300	36,400	120,000	38,000	38,000

**Lane Transit District
Proposed Capital Improvements Program**

Type	Major Projects	FISCAL YEAR				
		2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
PASSENGER BOARDING IMPROVEMENTS	Passenger Boarding Improvements	235,000	235,000	235,000	235,000	235,000
	Thurston Station Expansion	600,000				
	Gateway Station Location	25,000	300,000			
	River Road Station		25,000	300,000		
	Bus Stop Information Cases	5,000				
Passenger Boarding Improvements Total		865,000	560,000	535,000	235,000	235,000
RADIO/COMMUNICATIONS	Radio System Replacement			89,000	1,322,000	
	Telephone Equipment	20,000			110,000	
Radio/Communications Total		20,000	-	89,000	1,432,000	-
REVENUE VEHICLES	Replacement Vehicles	9,800,000	2,400,000		6,500,000	6,500,000
	BRT Buses		6,000,000			6,000,000
	BRT Phase I Neighborhood Vehicles		1,200,000			
Revenue Vehicles Total		9,800,000	9,600,000	-	6,500,000	12,500,000
SHOP EQUIPMENT	Shop Equipment Replacement	12,800	15,000	10,000	10,000	15,000
	Misc. Tools for Facilities	10,000	10,000			
Shop Equipment Total		22,800	25,000	10,000	10,000	15,000
SPRINGFIELD STATION	Springfield Station	4,796,000		-	-	-
Springfield Station Total		4,796,000	-	-	-	-
SUPPORT VEHICLES	Support Vehicles		90,000	80,000	70,000	100,000
Support Vehicles Total		-	90,000	80,000	70,000	100,000
Unallocated Local Contingency		150,000	150,000	150,000	150,000	150,000
GRAND TOTAL CAPITAL IMPROVEMENTS		24,851,750	20,608,030	8,099,500	15,651,300	15,708,000
<i>Expenses Related to Debt Financing</i>		<i>200,000</i>	<i>200,000</i>	<i>-</i>	<i>150,000</i>	<i>300,000</i>
Debt Service		-	1,112,000	2,200,000	2,200,000	2,936,000
Capital Grant Funding To Operations:						
	Engine/Transmission Kits & Tires	335,000	360,000	325,000	315,000	320,000
	Commuter Solutions Program	209,000	189,000	189,000		
Total		25,595,750	22,469,030	10,813,500	18,316,300	19,264,000

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: APRIL 2001 EMPLOYEE OF THE MONTH

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: **APRIL 2001 EMPLOYEE OF THE MONTH:** Bus Operator George Day has been selected as the April 2001 Employee of the Month. George was hired on May 15, 1995. Since being hired, he has worked as a regular bid operator and as an extra board operator. He has earned awards for four years of safe driving and three years of correct schedule operation. George was recognized at the recent Employee Appreciation Banquet as a recipient of an Accessible Service award as a result of providing excellent accessible bus service to guests with disabilities.

George was nominated for this award by several of LTD's guests. Each guest commented on the courteous manner with which George assists customers, with grace, kindness, and efficiency. One guest said that the atmosphere on the bus was congenial and relaxed because of George's demeanor, and that the guests knew they were in the hands of a competent, caring person. Another guest stated that the bus George was driving was stalling and jerking, and that George handled the situation professionally, while continuing to treat each guest with grace and kindness.

When asked what makes George a good employee, Field Supervisor Gary Taylor expressed his pleasure that George had been selected, and said that George has received numerous compliments and nominations for his courteous manner when dealing with LTD's guests. As his most recent nomination said, George goes out of his way to help seniors with their packages, helps with young riders, and is very helpful to people with visual impairments. Gary added that George is a person who enjoys his job, cares about what he is doing, and believes in what the District is doing. In addition, he is nice to everyone who rides, and a great person to know.

Our congratulations to George on his selection!

AWARD: George will attend the March 21, 2001, meeting to be introduced to the Board and receive his award.

MONTHLY FINANCIAL REPORT COMMENTS

March 21, 2001

Revenue:

- **Passenger fares** are below budget for the first eight months, and also below the same period in the last fiscal year. Fares are offset partially by the strength of the group pass programs. Ridership in recent months has shown healthy increases, but, because growth appears to be due to increased pass usage, revenues have not kept pace.
- **Special service** receipts caught up to budget expectations in December and have improved further since. This category is expected to meet or exceed annual budget.
- **Miscellaneous revenue** was anticipated inaccurately by the current budget for the first six months, but is on track through February. This revenue tends to be received in either small, irregular amounts, or large lump sums at unpredictable intervals. This category is expected to meet annual budget.

Expense:

- **Administration personnel** expenses are slightly below budget year-to-date.
- **Contract personnel** expenses are over budget to date due to the retroactive implementation of a new defined benefit retirement plan that replaced the previous defined contribution plan in the new ATU contract. Prospective provisions and their effect will be discussed as they are implemented. This line item may show a negative variance of approximately \$100,000 by fiscal year-end, which is an improvement over predictions, based on prior month performance.
- **Materials and services** expenses generally are as anticipated by the budget. A notable exception is diesel fuel expense, which almost certainly will exceed budget for the year. Whether or not this overage will require remedial action will be determined later in the fiscal year. Since fuel prices have dropped in recent months, the projected budget deficit also has come down and is likely to be mitigated within the current budget.
- **Capital** expenses also are as anticipated by the budget. It should be noted that LTD will receive only \$1 million of the \$6.9 million requested as part of the United Front appeal for federal discretionary funding, and none of the \$5 million requested for a new Springfield Station. The revised Capital Improvements Program and Long-range Financial Plan will address concerns raised by funding uncertainty. Funds for the BRT pilot corridor already have been identified and/or set aside.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: WORK SESSION PRESENTATION: WILLAMETTE VALLEY FUTURES STUDY

PREPARED BY: Stefano Viggiano, Planning & Development Manager

ACTION REQUESTED: None

BACKGROUND: The Willamette Valley Livability Forum was created in December 1996 by Governor John Kitzhaber. The Forum's charge is to help residents understand their Valley; develop a 50-year vision for the Valley's future; enable wise decision making; and build partnerships to maintain and improve livability.

In July 1999, with funding from the Federal Highway Administration, the Willamette Valley Livability Forum began to take a long-range look at the future of transportation in the Willamette Valley through the Alternative Transportation Futures Project. The study evaluated the long-term effects of growth on traffic congestion and mobility in the Valley. The four main components of the project are to evaluate possible land use and transportation futures; obtain public review and comment; identify actions and strategies to achieve a preferred transportation future; and develop a framework for monitoring and evaluating progress toward that future.

Representatives from this project will attend the March 21 LTD Board meeting to give a brief presentation on this project and answer questions from the Board members.

ATTACHMENT: *Alternative Transportation Futures – Project Background and Purpose*

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

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

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None at this time

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

- A. **FY 2001-2002 Fare Ordinance:** The second reading and adoption of the amended fare ordinance is scheduled for the April 18, 2001, regular Board meeting.
- B. **LTD Vision and Mission Statements:** The Board discussed draft vision and mission statements at the January strategic planning work session, and directed staff to make some changes. The revised version will be placed on the agenda for discussion at the April 18, 2001, Board meeting.
- C. **Briefing on Train Station by City of Eugene Staff:** The City of Eugene has asked to provide a briefing for the LTD Board about the train station and other current transportation issues. This will be scheduled for an April work session.
- D. **Springfield Station Site Selection:** The District is still waiting for FTA approval regarding the site for the new Springfield Station. The Board will be asked to make a site decision after the environmental assessment is available.
- E. **Budget Committee Meetings:** An informational meeting for the seven non-Board members of the LTD Budget Committee has been scheduled for April 4, 2001, at 5:30 p.m. Budget deliberation meetings for the full Budget Committee have been scheduled for Wednesday, April 25; Thursday, April 26; and Wednesday, May 2, 2001, all beginning at 6:30 p.m.
- F. **Bus Rapid Transit Phase 1 Decision:** Final Board approval of Phase 1 of the bus rapid transit project will occur after partner agency action, possibly in April or May of 2001.

- G. **Fiscal Year 2001-2002 Budget Adoption:** Following approval of the proposed budget by the LTD Budget Committee in April or May, the Fiscal Year 2001-2002 budget will be on the agenda for adoption at the June 20, 2001, Board meeting. Budget law requires that the District's budget be adopted before the end of the current fiscal year on June 30, 2001.
- H. **Resolution Reaffirming District Boundaries:** State law requires that the District annually determine the territory in the District within which the transit system will operate. This resolution will be scheduled for the June 20, 2001, Board meeting.
- I. **TransPlan Draft Plan Approval:** Approval of the Draft TransPlan could occur in June 2001. Specific TransPlan action and information items will be included in Board agenda packets before that time.
- J. **BRT Updates:** Various action and information items will be placed on Board meeting agendas during the design and implementation phases of the bus rapid transit project.



LTD General Manager's Report

March 2001 Board Meeting

Future Dates to Remember in 2001

May 5-10	APTA Bus and Paratransit Conference, Calgary, Alberta, Canada
July 15-19	APTA Board Members Seminar, Denver, Colorado
September 30- October 4	APTA Annual Meeting, Philadelphia, Pennsylvania

External Activities

APTA Legislative Conference

Linda Lynch and I were in Washington, DC for the American Public Transportation Association Legislative Conference March 10-14. APTA's message to Congress is that TEA-21 works. The investment in public transportation has returned 21 percent growth in ridership over the past five years, for 20 percent of the transportation dollars. Roads and highways have received 80 percent of the funds and grown around 5 percent during the same period.

Linda and I met with Oregon's Congressmen and Senators, delivering a request for funding support for Springfield Station and bus replacement. I spent Wednesday with the APTA task force for reauthorization. Linda spent Wednesday at the FTA New Starts Workshop.

United Front

The United Front team is back in Washington, DC, March 18-21. LTD's request included in that packet is the \$4 million for Springfield Station and the \$5 million for bus replacements. As members of the broader transportation community, LTD also supports reconstruction of the I-5/Beltline Interchange and monies to renovate Eugene's rail station.

BRT Update

The Eugene Planning Commission held a public comment session on BRT on March 13. There was a strong contingent of Friends of Eugene people at the hearing who made their case for LTD not going far enough with the first phase of BRT (too much compromise). Some say this piece is too short. There was support for BRT from the University of Oregon and a number of miscellaneous citizenry. Overall, there were no surprises.

For those who haven't heard, Paul Farmer, City of Eugene Planning Director, has accepted a new position as Executive Director of the American Planning Association. This change comes at a time when the City and LTD have reached agreements on a phased approach to implementing BRT and to creating a boulevard entrance to the City on Franklin. Hopefully, Paul's departure will not negatively impact the approval process with the Eugene City Council.

OTHER EXTERNAL ACTIVITIES

- February 23 Robert Melnick and I met with Mayor and City Manager of Cottage Grove
- February 26 Invited by Don Essig to Oregon Club lunch
Eugene City Council Meeting – BRT discussion
- February 28 In Salem to meet with State Representatives and Senators
Attended ODOT Director Grace Crunican's farewell
- March 1 Meeting with State Human Services decision-makers
- March 7 Irisbus (CiViS) meetings and dinner

Internal Activities

Budget

Diane, Mark Pangborn, and I met with the three performance groups to discuss their budgets. After many hours and some tough discussions with each group, more than \$600,000 had been carved from their original requests. Each group was directed to go back to their budgets and sharpen the pencil. They all returned with some efficiencies. Additionally, the oversight group proposed additional savings.

The budget document that will be presented to the Finance Committee and subsequently the Board will reflect those efficiencies. Additionally, over the next year, with software enhancements and some new management strategies, the Leadership Council expects to demonstrate other performance enhancements that reflect positively on the bottom line. Run cutting and operator scheduling/dispatching are two areas where performance already is improving.

Staff Evaluations

Six-month evaluations of all employees have been completed. Part of our commitment to our employees is regular feedback and dialogue regarding goals, objectives, performance, and growth. Our people are our number-one asset. We need them informed and committed to be successful.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** March 21, 2001
- ITEM TITLE:** BOARD HUMAN RESOURCES COMMITTEE RECOMMENDATION
- PREPARED BY:** Gerry Gaydos, Committee Chair
- ACTION REQUESTED:** That the Board approve a 4 percent merit increase to the general manager's base salary and provide feedback regarding the HR Committee's proposed work plan for the coming year
- BACKGROUND:** The Board's Human Resources Committee (Gerry Gaydos, Dave Kleger, and Robert Melnick) met on Monday, March 12, to develop a recommendation for an increase to the general manager's salary for approval by the full Board of Directors. The Committee's recommendation is a result of its discussion of the following:
- ❑ The Board's review of the general manager's performance, completed at the January 17, 2001, Board meeting
 - ❑ The LTD Salary Administration Policy, which provides an opportunity for annual salary increases between 0 percent and 5 percent for meritorious performance by the District's administrative employees
 - ❑ Committee consensus that a fair salary was set for the general manager when he was hired in March of 2000
 - ❑ Committee agreement that the first year is a unique year for a newly-appointed general manager, and that Mr. Hamm has done an excellent job during his first year
- The Committee desired to reward the general manager for an excellent job during his first year with LTD, and also wished to continue the general manager's focus on fiscally responsible stewardship of the District. Therefore, the committee recommends that the full Board approve a 4 percent increase to the general manager's base pay, effective on his anniversary date of March 27, 2001.
- The Board HR Committee also began developing its work plan for the coming year. Items proposed for the Committee's agenda are:
- ❑ Review comparisons of salary and benefits for the general manager's position

- Work with the general manager to develop updated performance standards and goals for the coming year, and consider changes to the general manager's performance evaluation tool
- Develop an overall compensation policy and guidelines for the District

The Committee will meet during the year to consider its work plan and make recommendations to the full Board of Directors.

RESULTS OF RECOMMENDED ACTION:

The general manager's salary increase will be effective March 27, 2001, the first anniversary of his hire date. The Board HR Committee will meet throughout the year to accomplish the additional components of its work plan.

ATTACHMENT:

None

PROPOSED MOTION:

I move that the Board approve the following resolution:

LTD Resolution No. 2001-010: It is hereby resolved that the LTD Board of Directors approves a 4 percent merit increase to the general manager's base pay, effective March 27, 2001.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: 2001-02 LCC TERM PASS

PREPARED BY: Andy Vobora, Service Planning Manager

ACTION REQUESTED: Adopt revisions to the LCC term pass program, setting a price of \$43 and making 7,200 passes available for the 2001-02 school year.

BACKGROUND: Following a meeting with the LCC staff and student-body president, staff have developed the following recommendation for the 2001-02 LCC Term Bus Pass program.

	<u>Proposed</u>	<u>Current</u>
Pass price	\$43.00	\$40.00
Student share	\$24.00	\$22.00
LCC subsidy	\$19.00	\$18.00

Pass quantities will be adjusted to the sales pattern observed during the past three school years.

	<u>Proposed</u>	<u>Current</u>
Fall term passes	2,500	2,500
Winter term passes	2,500	2,500
Spring term passes	2,200	2,500
Summer term passes	Unsold inventory	

This configuration balances the need to keep the student price from rising too rapidly and also staying within the \$135,000 annual subsidy budgeted by the college. LTD will increase its revenues by 3.2 percent under this plan; however, 300 fewer passes will be available during summer term 2002.

RESULTS OF RECOMMENDED ACTION:

Assuming that sales equal the total of available passes, revenues from the program will increase approximately \$9,600 per term over current-year revenues.

ATTACHMENT: None

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2001-011: It is hereby resolved that the Lane Community College Term Bus Pass be priced at \$43 for the 2001-02 school year and that a total of 7,200 passes be made available for sale to students, faculty, and staff.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: FISCAL YEAR 2001-2002 PRICING PLAN AND FIRST READING OF AMENDED FARE ORDINANCE

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED:

1. Hold a public hearing on fare changes for Fiscal Year 2001-2002.
2. Hold the first reading of Tenth Amended Ordinance No. 35, which sets fares for Fiscal Year 2001-2002.

BACKGROUND: Following a preliminary public hearing at the February 2001 Board meeting, staff were directed to make the following changes to District fare structure:

1. Increase the adult cash fare from \$1.00 to \$1.25 effective July 1, 2001;
2. Increase the youth cash fare and reduced price cash fare from \$.50 to \$.60 effective July 1, 2001;
3. Increase the day pass price from \$2.00 to \$2.50 effective July 1, 2001;
4. Increase the price charged for group pass programs by 4.1 percent effective January 1, 2002;
5. Increase the price of the *RideSource* and *RideSource* Escort fares from \$1.75 to \$2.00 per one-way trip effective July 1, 2001; and

The fare changes must be implemented by ordinance. The first such ordinance, Ordinance No. 35, was adopted in June 1992. This will be the tenth amendment to Ordinance No. 35. The first reading of Tenth Amended Ordinance No. 35 will be held on March 21, 2001. The second reading and adoption of the ordinance is scheduled for the April 18 Board meeting. The Board can elect to read the ordinance by title only. Staff will have additional copies of the ordinance available for anyone in the audience who desires a copy.

RideSource riders received a special notice of proposed changes in *RideSource* fares. That notification is attached. It contains both the LTD recommendation and a subsequent recommendation from the Special Transportation Fund Advisory Committee. Also attached are written and telephone comments received by LTD and the Lane Council of

Governments (LCOG) since the last Board meeting regarding the recommended change in *RideSource*.

CONSEQUENCES OF REQUESTED ACTION:

The second reading and adoption of the ordinance will be scheduled for the April 18, 2001, Board meeting. Following adoption, a copy of Tenth Amended Ordinance No. 35 will be filed with the County Clerk and made available for public inspection.

ATTACHMENTS:

- (1) *RideSource* Notice of Fare Increase and Public Hearing
- (2) Pricing Proposal Summary
- (3) Tenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services

PROPOSED MOTIONS:

I move that Tenth Amended Ordinance No. 35 be read by title only.

(Following an affirmative vote, the ordinance title should be read: **Tenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services.**)



Lane Transit District
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MONTHLY PERFORMANCE GROUP REPORT

March 21, 2001

GENERAL MANAGEMENT GROUP

Ken Hamm, General Manager
Mark Pangborn, Assistant General Manager
Linda Lynch, Government Relations Manager
Jo Sullivan, Executive Assistant

AT THE LEGISLATURE

Despite the fact that this session of the Oregon legislature had a slow start, it is now working in earnest on its agenda. It is early enough that it is difficult to tell what the priorities of the session will be, and divisions between the Republican-controlled legislature and the Democratic governor are becoming more apparent. It may be that having four state agency heads leave state employment in the first two months of the session is having the effect of keeping the picture fuzzy.

There has been much talk but little activity around questions of transportation financing, from highway infrastructure to special transportation services. Measures have been introduced that:

- both require and eliminate requirements to spend certain amounts on road modernization projects
- allow bicycles to travel against the traffic flow in bike lanes
- allow counties to spend property tax revenue on road projects (currently prohibited in statute)
- allow bonding in advance of or against future federal transportation receipts
- move elderly and disabled transportation services program from the Department of Transportation (DOT) to the Department of Human Services

It appears that amounts recommended by the Governor to continue the current service level for special transportation services are secure. There is an effort by legislative leadership to restore funding levels to the 1999-appropriated level, but it is unlikely that

will be resolved before the closing days of the session. It is expected that DOT budget hearings will begin in April. In the meantime, a number of special lobbying days are planned for rail advocates and for elderly and disabled transportation service advocates, in addition to all the other advocacy groups.

AT THE CONGRESS

Of most interest to LTD in the early days of the 107th Congress are changes in staff and committee assignments. Sen. Gordon Smith is now the Chairman of the Surface Transportation and Merchant Marine Subcommittee of the Commerce, Science and Transportation Committee. This subcommittee has jurisdiction over Amtrak and the railroad industry as well as other areas, but not over mass transit. On the Energy and Natural Resources Committee, Smith chairs the Water and Power Subcommittee. He also chairs the Senate Foreign Relations' European Affairs Subcommittee.

Sen. Ron Wyden shares several committee assignments with Sen. Smith, including the Commerce and Energy committees. He is the ranking minority member on the Forests and Public Land Management Subcommittee of the Energy and Natural Resources Committee.

Kathy Weatherly is the new legislative assistant for transportation and infrastructure issues for Congressman DeFazio, replacing Kathie Eastman who is becoming District Director at the end of March.

IN THE NEW ADMINISTRATION

Secretary of Transportation Norman Mineta gave his first major policy address to the American Public Transportation Administration this past week. In his speech, Secretary Mineta emphasized the Administration's commitment to funding transit at the level guaranteed in TEA-21. There has been some confusion in press reports about the President's recommended level of funding for the Department of Transportation. Both the *New York Times* and the *Washington Post* reported that the recommended spending level was 11 percent below last year. The amount in question is 11 percent below the total spending of all programs and projects plus add-ons during the appropriations process last year, including earmarks outside the TEA-21-authorized funding levels. Program levels continue to grow under the TEA-21 mandate.

None of the mode administrators have been named. It is unclear how involved the President will be in those appointments or how much latitude Secretary Mineta will have.

Most sub-cabinet level positions have yet to be nominated.

DEVELOPMENT SERVICES GROUP

Ed Bergeron, Marketing Manager
Charlie Simmons, Facilities Services Manager
Stefano Viggiano, Planning & Development Manager
Andy Vobora, Service Planning Manager

SPECIAL SERVICE

Basketball shuttle service concluded with a big crowd for the UO women's game versus OSU. Twelve post-game buses were used, making this the highest ridership for a women's basketball game. A final report for the both men's and women's games will be available next month.

Next on the special service docket is the Fiesta Latina in May. Shuttle service from the Eugene Station to the event site under the Washington-Jefferson bridge will be provided throughout the weekend. The Fiesta is celebrating its 10th anniversary.

Planning meetings continue as the 2001 football season approaches. A preliminary construction schedule is out and completion is scheduled for mid-August. This gives LTD only a small window of opportunity to test bus movements and staging for the new area, but staff are confident that LTD will be ready when Wisconsin arrives at the first of September!

SHUTTLE PLANNING

Staff continue to work on downtown shuttle naming and identity issues, as well as final routing. It appears that decisions around the conversion of Pearl Street to two-way will take longer than required to meet LTD's publication deadlines; therefore, the initial inbound stop at 5th Street Market will be planned for 6th Avenue. Productive discussions with UO staff continue to point toward a strong possibility that evening shuttle service will be routed through campus. This routing provides campus residents and visitors an opportunity to use the shuttle to travel across campus during periods when safety is an issue. The routing also gives LTD the opportunity to provide very convenient service to the residents living in the dorms. Staff are confident that this service would be well used, and are hopeful that the approval process will move quickly in order to promote this service for fall bid.

COMPREHENSIVE SERVICE REDESIGN (CSR)

The detail work has begun. The fall bid timeline has been fleshed out and staff are busy taking the next steps to bring the new system to reality. Bus stops have been sited for all new locations and stop removals also have been identified. This work will involve nearly 300 stops. Planners are working on headway sheets for the individual routes and have begun the process of identifying which routes will serve the Eugene Station at the various pulses. Route numbering and naming are complete.

HYUNDAI SERVICE

A preliminary meeting to discuss alternative transportation options for Hyundai employees has taken place. This initial meeting provided an opportunity for LTD to gain initial feedback on the concept of a van pool pilot project and on using group pass funds to support an incentive program to encourage the use of other forms of transportation. Hyundai staff were supportive of the concept and will be discussing the shift away from fixed-route bus service with their upper management team. There is a possibility that Hyundai would not support the use of the group pass funds for this project; however, LTD staff believe that the support by the work group indicated confidence that a program would be backed by the company.

<p style="text-align: center;">TRANSPORTATION SERVICES GROUP</p>

Ron Berkshire, Fleet Services Manager
Mark Johnson, Transit Operations Manager
Angie Sifuentez, Guest Services Supervisor

TRAINING UPDATE

Last month was a busy one for the Transit Operations training staff. Ten new instructors were selected from the bus operator ranks and spent three intensive days learning various training techniques. This included talking volunteer administrative staff (who have not driven a bus before) through a course laid out on the District's bus lot. The new instructors will complement LTD's core instructors for on-route training. This is a reward for operators who consistently have been top performers. The standards for being an instructor are high because instructors must model the behavior that they teach and that is desired for all operators. This is a good group of new instructors. They will have an opportunity to begin their new duties soon, since a new operator class recently started at LTD.

WINTER BID MEANS CHANGE

The winter bid began with barely a hitch, which was quite a feat considering all of the changes that took place. The new mini-extra board was implemented, and the existing extra board was restructured. Changes included new hour limitations and several changes mandated by the labor agreement. Both the operators and the supervisors have done a good job in making the changes. There will be some fine-tuning, but early indications are that the new rules will provide LTD with intended efficiencies and a safer system.

<p>ADMINISTRATIVE SERVICES GROUP</p>

David Dickman, Human Resources Manager

Diane Hellekson, Finance Manager

Steve Parrott, Information Services Manager

There is no Administrative Services Group report this month.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: MONTHLY PERFORMANCE REPORTS

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

BACKGROUND: In response to a request by the Board for regular reporting on the District's performance in several areas, monthly performance reports will be included in the Board agenda packets. The January and February 2001 Performance Reports are included this month. Staff will be available at the March 21 meeting to answer any questions the Board may have about this information.

ATTACHMENTS: January and February 2001 Performance Reports

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2001

ITEM TITLE: APPROVAL OF MPC RECOMMENDATIONS FOR TRANSPLAN

PREPARED BY: Lisa Gardner, Capital Grants Administrator

ACTION REQUESTED: Approve MPC Recommendations

BACKGROUND: This agenda item was discussed during the 5:30 p.m. work session portion of this meeting. It is now on the agenda for action. Please see page 6 of this packet for the staff summary and background materials.

ATTACHMENTS: (Included earlier in the agenda packet – See page 6.)

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2001-007: Resolved, that the Lane Transit District Board of Directors hereby approves policy changes for TransPlan, as proposed by the Metropolitan Policy Committee.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** March 21, 2001
- ITEM TITLE:** WORK SESSION ON METROPOLITAN POLICY COMMITTEE
TRANSPLAN RECOMMENDATIONS
- PREPARED BY:** Lisa Gardner, Capital Grants Administrator
- ACTION REQUESTED:** Hold a work session to discuss MPC TransPlan recommendations for approval during Items for Action at this meeting
- BACKGROUND:** Last month, the Board discussed the remaining two unresolved TransPlan issues: (1) Willamette River Crossing Study; and (2) New Finance Policy on Investment Priorities. LTD Board action on that discussion was postponed until the March 21, 2001, meeting, at which time action is proposed on the remainder of unresolved TransPlan issues proposed to date by the Metropolitan Planning Committee (MPC). A complete summary of proposed action items for this meeting is attached.
- At the March 8, 2001, meeting of the MPC, the remainder of unresolved issues were discussed, as were the financial constraint requirement and the Peter Sorensen letter that was introduced at the October 2000 Joint Elected Officials work session. MPC recommended that the Eugene City Council consider the Peter Sorensen letter in terms of proposed TransPlan policy amendments. Any proposed amendments will go to MPC for discussion and action. Attached is a summary of action taken at the March 8, 2001, MPC meeting.
- It is anticipated that the financial constraint issues will require several meetings by the MPC to resolve. Following future MPC action on financial constraint issues, the LTD Board will be asked to take final action on the remaining unresolved issues. If MPC is able to resolve remaining issues, it is expected that the LTD Board will be asked to approve the proposed TransPlan at their June meeting.
- ATTACHMENTS:**
- (1) Summary of items proposed for LTD Board action (TransPlan Status Summary of Issues Forwarded to MPC for Resolution) *(Page 08)*

- (2) Summary of March 8, 2001, MPC action items (TransPlan Status Summary of Issues Resolved at Joint Adopting Officials' Work Sessions) *(Page 10)*
- (3) March 8, 2001, MPC TransPlan Materials *(Page 13)*

PROPOSED MOTION: **This action is to be taken during the Items for Action portion of this meeting that begins at 6:30 p.m.** (See page 55 of this agenda packet.)