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Public notice was given to *The Register-Guard* for publication on June 12, 2003.

LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, June 18, 2003
5:30 p.m.

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Kleger _____ Lauritsen _____ Wylie _____ Ban _____
Gant _____ Gaydos _____ Hocken _____

The following agenda items will begin at 5:30 p.m.

III. PRELIMINARY REMARKS BY BOARD PRESIDENT

IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA 04

V. WORK SESSION

1. BRT Vehicle Discussion (30 minutes) 05

2. Strategic Plan/Board Action Plan (30 minutes) 08

The following agenda items will begin at 6:30 p.m.

VI. EMPLOYEE OF THE MONTH – July 2003 25

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 | 26 |
| | 1. Minutes of May 28, 2003, Special Board Meeting (Page 27) | |
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| B. | Capital Improvements Program (5 minutes) | 39 |
| C. | Long-Range Financial Plan (10 minutes) | 45 |
| D. | Adoption of FY 2003-04 LTD Budget (5 minutes) | 53 |
| | 1. Staff Presentation | |
| | 2. Opening of Public Hearing by Board President | |
| | 3. Public Testimony | |
| | 4. Closing of Public Hearing | |
| | 5. Board Discussion and Decision | |
| E. | Springfield Station Construction Bid Award (5 minutes) | 62 |
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| A. | Current Activities | |
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| | (a) Metropolitan Policy Committee – June 12 meeting | |
| | (b) BRT Steering Committee and Board BRT Committee – no report | |
| | (c) Coburg Road Stakeholder Committee – May 14, 2003 | |
| | (d) Board Strategic Planning Committee – April 29, 2003 | |
| | (e) Board Finance Committee – June 3, 2003 | |

	(f) Region 2050 Policy Advisory Committee – April 29, 2003	
	(g) Statewide Livability Forum (no report)	
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B.	BRT Phase I Property Acquisition	
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D.	Board Work Sessions	
E.	BRT and Springfield Station Updates	
XI.	ADJOURNMENT	

Alternative formats of printed material and or a sign language interpreter will be made 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).

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: VEHICLE ADVERTISING

PREPARED BY: Andy Vobora, Service Planning and Marketing Manager

ACTION REQUESTED: Approve expansion of the bus advertising program to include RideSource vehicles.

BACKGROUND: In 1981 Lane Transit District began offering area businesses and national advertisers the opportunity to advertise on LTD buses. The following contract language is used by the contractors to provide oversight:

CHARACTER OF ADVERTISEMENTS

All advertisements shall not conflict with the laws of the United States, Oregon, or political subdivisions thereof. Proposers are specifically advised and hereby notified that the graphics, artwork, and copy of the advertisements are expected to be of professional advertising quality. LTD requests the proposers to submit outlines for proposed advertising standards/guidelines and to note how they would strive to limit questionable advertising.

Contractor shall not pursue advertisements, exhibit material, announcements, or any other display for goods or services for placement on vehicles which, to the knowledge of the Contractor, are any of the following:

- *False, misleading or deceptive;*
- *Clearly defamatory or likely to hold up to scorn or ridicule a person or group of persons;*
- *Obscene or pornographic material, including x-rated movies, adult bookstores, or adult 900 phone numbers;*
- *In advocacy of imminent lawlessness or violent action;*
- *Promoting alcohol or tobacco commercial products;*
- *Infringement of copyright, trade dress, service mark, title or slogan; or*
- *Piracy*

Reasonable proof or clarification of factual statements contained in any advertisement, exhibit material, announcement, or any other display may be required by LTD and shall be submitted to the Fleet Services Manager before approval.

LTD also expressly reserves the sole right to refuse any advertisement that may be reasonably construed to reflect its support for a particular product, service, idea, political viewpoint, or point of view.

Advertising for persons seeking political office currently is accepted. This practice may change in the future.

Contractor must notify LTD of any rejection of advertising prior to the rejection occurring. Contractor must advise LTD's contract administrator or his/her designee verbally prior to rejection.

*All advertising shall be printed and displayed in a **neat and workman-like manner**. The successful proposer shall maintain all displayed advertising so as to insure its neat appearance and promptly shall remove all advertising that is worn or otherwise unsightly in appearance. LTD reserves the right to require the successful proposer to promptly remove, at the proposer's own expense, any advertising which, in the opinion of LTD, is unsightly in appearance. The successful proposer further agrees to remove dated advertising no later than fifteen (15) days following the final date of an advertised event or offer.*

While many people have an opinion regarding exterior bus advertising, the bottom line is that the program generates hundreds of thousands of dollars in revenue annually—revenue that is used to provide District services.

Obie Media is the current contractor and will continue to provide these services through November 2005. The contract pays LTD \$300,000 each year and provides an additional \$120,000 in advertising value for District marketing efforts. This arrangement was made necessary due to a downturn in advertising during the current economic slowdown. It is Obie's hope that this trend will turn around and that the monetary guarantees will be met on a cash basis in the years ahead.

During recent discussions with Obie staff, ideas for additional advertising opportunities were discussed. These discussions led to an idea of including twenty of the larger RideSource vehicles in the advertising fleet. Attached are photos showing possible locations for ad placement. If Obie were able to sell ads on these vehicles, they believe LTD would realize approximately \$60,000 in additional revenue and that this revenue could

grow to more than \$100,000 annually. Staff believe that this amount is significant and would help the District offset recent revenue losses. The same contractual guidelines would be used for RideSource vehicle advertisements.

Staff took this issue to the District's Accessible Issues Committee (AIC) for discussion in late May. The AIC supported the inclusion of the RideSource vehicles in the advertising program. Their concerns matched those of staff, which include:

- ◆ Vehicles be clearly identifiable as RideSource vehicles
- ◆ Advertising be limited to the panels shown and should not encroach on the windows.
- ◆ Paint damage will be repaired if no ads are running for an extended period of time.

LTD staff also are concerned about the current striping and logo package. It is important that the striping and logo work together with the advertising. Staff will conduct a review and make necessary modifications prior to program implementation.

Obie staff will coordinate the installation with RideSource staff to handle ad installation at the RideSource facility.

In addition to the RideSource advertising package, staff discussed opportunities for advertising on Breeze vehicles. LTD staff do not recommend introducing advertising on these vehicles. The identity package was developed around the connection between the vehicle, the bus stop signs, and the shelters. This revenue is projected at \$1,800 to \$16,200 annually, and is not substantial enough to offset the loss of this service identity.

The Springfield Station offers LTD an opportunity to sell fixed-display panel advertising at each of the eight departure bays. These backlit panels offer a high-quality opportunity for local advertisers. LTD staff will work with Obie staff to produce an ad package as station construction nears completion in the summer of 2004. No estimates of revenue have been established at this time.

Advertising on South Lane Wheels vehicles also was discussed. South Lane Wheels currently operates a small advertising program, which generates \$5,000 annually. Because these funds are used to supplement local operations, LTD staff believe that it would be best to allow South Lane Wheels to continue their program and reap the support of the local businesses they are serving. It is possible that these vehicles could be added into LTD's Obie contract in the future; however, the District would want to show care in maintaining the partnerships that have been built by the local program.

Rhody Express, the Florence circulator service, also was discussed as a possibility for advertising. This one-vehicle operation may offer some opportunity for revenue, but because it is an out-of-District operation, staff believe that it would be best for the Florence staff to speak directly with Obie staff regarding the potential of such advertising. LTD staff did not feel compelled to pursue a program at this time.

Full-wrap buses also were discussed, because these packages yield the greatest revenue returns. Obie staff believe that they can sell an additional three full-wraps at this time and that the demand may be even greater. A full-wrap bus generates approximately two times the revenue of a bus outfitted with standard advertising applications. Adding five more buses to the full-wrap inventory will generate approximately \$22,500 in additional revenue. Staff are comfortable having ten of the District's 102 active buses available for full-wrap advertising.

RESULTS OF RECOMMENDED ACTION:

LTD and Obie staff will finalize the necessary contract amendment and Obie will begin selling this new space.

ATTACHMENT:

Mock-up of ad placement on the *RideSource* vehicle

PROPOSED MOTION:

I move the following resolution: LTD Resolution No. 2003-033: It is hereby resolved that the LTD Board of Directors approves adding 20 *RideSource* vehicles to the fleet of vehicles used in displaying bus advertising.

AGENDA ITEM SUMMARY

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DATE OF MEETING: June 18, 2003

ITEM TITLE: MAY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

ACTION REQUESTED: None

BACKGROUND: Financial results for the first eleven months of the FY 2002-03 fiscal year are summarized in the attached May reports.

Passenger fare receipts were close to budget in May, but made no progress in reducing the year to date budget deficit. Because of steep price increases in fare instruments last July, fare revenue was budgeted to increase by 10 percent. Actual fare growth year to date has been 6.5 percent, which suggests that the price increase had a more negative impact on ridership than the traditional model suggests. Ridership is down 4.9 percent for the most recent twelve months, down further from last month's 4.4 percent. May 2003 was down 6.6 percent compared to May 2002. This revenue category lags budget by more than \$96,000 and will not recover by fiscal year end.

Group pass receipts continue to be very strong year to date and now exceed budget by more than \$52,000. Growth versus the prior year is 10.6 percent. Advertising revenue is behind by a month's receipts due to the posting of the July payment to last June, which put it in the previous fiscal year. The error was not caught until after the audit and CAFR were completed. (The error was not material to the audit results.)

Special service revenue is significantly ahead of plan due to under budgeting. The majority of funds in this category come from the University of Oregon home football shuttle service contract. This line item will finish the fiscal year more than \$350,000 better than projected by the budget.

As previously reported, payroll tax revenue had an unanticipated loss in October/November due to a refund granted to a local taxpayer for taxes paid in the three previous years, which have been determined were not owed. The total amount of the refund is \$538,731.78, and it was paid on November 1 from tax receipts collected in the current fiscal year. In addition, LTD can potentially expect to lose about \$175,000 in current-year and future annual receipts. An additional \$48,300 from receipts already paid to LTD was withheld by the Oregon Department of Revenue (ODOR) in November due to a different taxpayer error.

Despite these unanticipated losses, payroll tax revenue is now essentially even with last year's eleven month results, which is a much stronger

performance than would be expected given the local recession and other negative factors. Revenue is also ahead of current-year budget by \$58,000 through eleven months of the current fiscal year. Revenue losses associated with the closure of Sony Disc Manufacturing, Emporium, and downsizing of other local businesses will not be realized until after July 1, 2003. None of the uncertainties involving future payroll tax receipts has been resolved as yet. The Oregon legislature is still in session with action on a payroll tax rate increase proposal pending. Oral arguments in support of a Motion for Summary Judgment in LTD's appeal of the payroll tax refund will be heard by the Tax Court in Salem on July 21.

Self-employment tax receipts are also stronger than anticipated by the budget. This resource will finish the current fiscal year more than \$52,000 higher than plan.

As reported in April, state-in-lieu receipts are also surprisingly strong. This resource was expected to continue to grow modestly, primarily due to the vitality of the University of Oregon, but be tempered by the effect of the Measure 28 failure, which has yet to be determined. The majority of state-in-lieu funds comes from the University of Oregon. However, record receipts from this source were posted for the quarter ended March 31. If there are no errors in the distribution (a recurring problem), this resource could finish the fiscal year as much as \$100,000 ahead of budget.

Interest income continues to be disappointing. The current-year budget anticipated a modest recovery beginning in the first quarter. The current return rate on Local Government Investment Pool deposits is 1.42 percent, up very slightly from the 1.40 percent reported at the end of April.

Personnel services expense growth continues to be negative, emphasizing the effectiveness of the September service reductions in controlling costs. In addition, delays in filling several budgeted vacant contract positions also have contributed to savings. Also, the requirement for employees to self-pay the premium difference between a base health insurance plan and a managed care plan was implemented on July 1 but was not reflected in the adopted budget. Net current-year savings from this change will be approximately \$150,000.

Administration funded by capital projects continues to grow primarily due to the escalation of activity related to bus rapid transit (BRT) and the new Springfield Station and also because staff are charging more direct hours to capital projects. Such contra charges for capital project work are expected to continue for the foreseeable future.

The fuel price for the current fiscal year was budgeted at \$.91 per gallon. By the end of January, the actual price paid had edged up over \$.90. On March 11, diesel prices were at \$1.44, an increase of 60 percent in less than two months. Since March, however, the fuel market has improved. The

price per gallon on June 10 was \$.885, up slightly from \$.7996 reported last month, but still within budget.

Two program areas continue to show budget deficits through the eleven months of the current year: Human Resources continues to post legal expenses above what was anticipated by the current-year budget; and Government Relations has incurred travel expenses that have been slightly higher than expected.

Earlier legislative action potentially diverted fourth-quarter cigarette tax revenue, previously dedicated to special transportation funding, to the State general fund to balance the current biennium budget in the event that the May economic forecast anticipates additional revenue losses. A subsequent decision by Oregon Department of Transportation staff restored fourth-quarter payments to transportation providers in full utilizing reserve funds. Uncertainty remains about the amount (and continued existence) of state payments past June 30, 2003. The FY 2003-04 Approved Budget assumes a 50 percent reduction of State support. It is possible that the loss will be less.

Despite high unemployment and other local economic challenges, the General Fund is stable and essentially on plan for the eleven months of the current fiscal year. If year-to-date performance continues through the final two months of the fiscal year, the General Fund will finish the year in a financially stronger position than was originally predicted following the loss of payroll tax revenue in November.

Special Transportation Fund expenses are as anticipated through May. Capital Fund activity also was as expected, although the BRT Phase 1 corridor implementation schedule and budget are currently under review. Project reports will be provided to the Board separately. LTD has received all 18 Gillig 40-foot vehicles, which will go into service in September. Payment was made with local capital reserve funds which will be reimbursed by federal formula grant funds. The newspaper report about the bus acquisition that appeared on June 11, 2003, was in error about the source of funding.

The Budget Committee approved the proposed FY 2003-04 budget on April 24. The approved budget will go to the Board as a separate agenda item in June for a public hearing and adoption. The revised Long-Range Financial Plan and Capital Improvement Program are presented as separate agenda items for review and approval at the June 18 meeting.

ATTACHMENTS:

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

1. Operating Financial Report - comparison to prior year
2. Comparative Balance Sheets
 - a. General Fund

- b. Special Transportation Fund
- c. Capital Projects Fund

3. Income Statements

- a. General Fund
- b. Special Transportation Fund
- c. Capital Projects Fund

PROPOSED MOTION: None



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**Lane Transit District
LONG-RANGE FINANCIAL PLAN
Budget Assumptions
June 18, 2003**

GENERAL ASSUMPTIONS:

▪ **Local Economy**

Although unemployment in the State of Oregon eased compared with the prior year, it remained at 8.6 percent through January. The national seasonally-adjusted rate for the same period was 6.5 percent. Lane County's unemployment in January 2003 was 7.5 percent, up sharply from 6.2 percent in December, but down 1.2 percentage points from the previous January. Major public construction projects to renovate Autzen Stadium and build a new public library and a new University of Oregon business school all helped shore up local payrolls and reduce the loss to 1.8 percent versus FY 2000-2001. Payroll tax revenues were, therefore, projected to be flat in FY 2002-03 versus FY 2001-02 estimated actual and grow very modestly in the subsequent two years. In November 2002, however, Lane Transit District was notified that the Oregon Department of Revenue had granted a tax refund to a local payroll taxpayer totaling \$538,732 with future losses estimated at approximately \$175,000 per year. LTD has appealed the refund action, and the matter will go to the State Tax Court in the future. Given the uncertainty of the appeal outcome, no recovery of funds is assumed. The plan assumes that tax receipts eventually will grow at an annual rate averaging 3 to 4 percent over the balance of the twenty-year plan.

▪ **State Employment**

State payrolls will experience no growth in FY 2003-04, because the effect of State budget remedies on this resource has yet to be determined. Modest growth will resume thereafter. The result will be the continuation of slight increases annually in state-in-lieu payment receipts. State-in-lieu revenue is driven by the University of Oregon, which experienced record enrollment in the current school year. The 2003-04 school year is expected to see enrollment demand continue to exceed supply, despite increases in tuition and other costs. The plan assumes that a 3 to 4 percent per year growth rate can be maintained after a two-year shakeout period.

▪ **State Funding Climate**

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, but the plan does not so assume. Cigarette taxes, which support special transportation services, are expected to decline by half over the next five years. Thereafter, the General Fund contribution to demand-response services will increase in order to stabilize essential services.

▪ **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 very strong probability that BRT will need to look to other sources of funding besides federal grants.

The new Springfield Station project has secured \$4 million in federal earmarks to date, and is seeking an additional \$1.5 million in order to complete the project. (More information on capital assumptions is included in the Capital Improvements Program [CIP] agenda item).

The General Fund all but eliminated its transfer to the Capital Fund in FY 2001-02 in order to help slow expenditure growth and protect fixed-route service at a time when payroll tax growth slowed. At that time, sufficient local funds previously set aside and designated for capital match and other capital expenditures were sufficient to meet project needs and match expected annual federal formula funds. As noted in the revenue summary, however, the expected annual formula funds increased as a result of Lane Transit District's designation as a Transportation Management Area as a result of the 2000 federal census. The need for matching funds increased. At the same time, cost estimates for current and future projects increased. Therefore, the transfers will need to be re-initiated. The proposed plan provides for transfers to resume in FY 2004-05 in an annual amount equal to the match required by formula funds expected in the same years.

STRATEGIC ASSUMPTIONS:

- The mission, visions, and strategic actions identified in the LTD Strategic Plan and amended at the November 2002 Board of Directors work session will remain essentially the same for the foreseeable future. Of particular note is the value placed on preservation of assets, quality of service, and community contribution to quality of life.
- Bus rapid transit will remain a high-priority, high-profile project as an important component of future public transportation services in the community. The new Springfield Station will be built with similar amenities to the Eugene Station.
- 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 60 percent support of the next phases of BRT. The new Springfield Station funding assumes 80 percent federal discretionary support. It will be critically important to LTD's future to obtain additional support for capital projects. At 60 percent, this assumption may be optimistic.
- TEA-21 will be reauthorized. In addition, LTD, by virtue of changing funding categories as a result of the 2000 census, will receive \$1.5 million in additional annual funding beginning in federal FY 2002-03. As previously noted, additional local match funds will be required.
- If Lane Transit District is successful in its application for earmarked federal funds to support the expansion of bus rapid transit, significant additional local matching funds will have to be secured. The amount of new funds required almost certainly will exceed LTD's ability to leverage any of its revenue sources. (Revenue bonds already have been included in the plan as a funding means for vehicle acquisition in the future.) If the Federal Transit Administration changes the match requirement from the current 20 percent local to 80 percent federal funds to a higher local requirement, the need for additional funds will increase proportionately. LTD will need to consider other local funding options in order to fund the Capital Improvement Program. Such options include General Obligation Bonds, which would require a local election. Other bonding options may be available through the State.
- It already has been advantageous in at least two cases to fund projects exclusively with local funds. 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.) Local funds will be used for property acquisition for a future satellite maintenance facility, in conjunction with the development of a new RideSource facility.
- Fare revenue will grow modestly in part due to a price freeze for FY 2003-04. Fare revenue will increase by 5 percent per year beginning in FY 2008-09 due to modest population growth, regular fare adjustments in accordance with fare policy and the pricing plan, and modest ridership growth. No fare revenue increases are assumed at this time due to the start up of Phase 1 BRT service. Fare growth is assumed to be zero in the out years of the plan, an assumption that will be revised when the effect of BRT service is known.
- Tax receipts will resume modest but steady growth averaging 3 to 4 percent over the life of the plan. Although aggressive efforts to recover lost payroll tax receipts due to refund will continue, the plan does not assume recovery. The plan also does not assume any change

in the payroll tax rate, as previously noted. Both assumptions may be changed in the future, depending on pending litigation and potential legislative action. 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. To date, local state employers have weathered the recession due to the increases in University of Oregon (UO) enrollment. The UO contributes more than half of LTD's annual state-in-lieu of tax revenue.

- Interest income is assumed to become a negligible contributor to operations due to the need to spend down reserves in both the General Fund and Capital Fund. Interest rates also have declined to unusually low levels and appear to be hovering there for the foreseeable future.

EXPENSE SUMMARY:

- Personnel services expenditures growth will be contained as the result of administrative position reductions implemented in November 2001, other cost reductions and efficiency improvements, and service cuts in FY 2001-02 and FY 2002-03. It is critically important that personnel services expenditures be closely controlled. A good rule of thumb is that growth in wages and benefits should be managed to growth in tax revenues.
- Materials and services costs also will 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 following a dramatic increase in FY 2003-04. The increase is the result of higher claims and of an industry-wide trend that followed the events of September 11, 2001.
- Debt financing still will be required to fund future vehicle purchases.

LANE TRANSIT DISTRICT RESOLUTION NO. 2003-029

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for the Fiscal Year 2003-2004 in the total combined fund sum of \$72,278,340 now on file at Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the Fiscal Year beginning July 1, 2003, and for the purposes shown below are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Personnel Services	\$ 18,591,500
Materials & Services	<u>5,269,300</u>
Total Operating	23,860,800
<u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Special Transportation	1,304,980
Transfer to Capital Fund	0
Operating Contingency	1,500,000
Other Contingency	4,923,990
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-operating	<u>8,728,970</u>
Total General Fund	<u>\$ 32,589,770</u>
<u>SPECIAL TRANSPORTATION FUND</u>	
Materials & Services	\$ 1,866,030
Transfer to Capital	283,900
Operating Contingency	<u>353,540</u>
Total Special Transportation Fund	<u>\$ 2,503,470</u>
<u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	\$ 30,349,400
Debt Financing Costs	300,000
Transfer to Debt Service Fund	495,750
Capital Reserve	<u>5,544,200</u>
Total Capital Projects Fund	<u>\$ 36,689,350</u>
<u>DEBT SERVICE FUND</u>	
Debt Service	\$ 495,750
Total Debt Service Fund	<u>\$ 495,750</u>

June 18, 2003

Date Adopted

Board President

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: ADOPTION OF FISCAL YEAR 2003-2004 BUDGET

PREPARED BY: Diane Hellekson, Director of Finance and Information Technology

ACTION REQUESTED: (1) Hold public hearing on Fiscal Year 2003-2004 budget
(2) Adopt Fiscal Year 2003-2004 budget by resolution attached

BACKGROUND: The Budget Committee approved the budget for Fiscal Year 2003-2004 on April 24, 2003. The fixed-route operating budget is \$23,860,800. The grand legal total of all combined funds plus reserves and transfers is \$72,278,340. A public hearing on the budget must be held, and budget law requires that the Board of Directors must adopt a final budget before July 1, 2003.

The budget described in the attached resolution for all Lane Transit District funds is exactly the same as the authorized spending in the budget for FY 2003-2004 approved by the LTD Budget Committee on April 24.

As Board members who are on the Finance Committee are aware, some of the amounts originally approved by the Budget Committee are likely to be more than actually will be required next year. In order to preserve flexibility, it is proposed that these amounts not be reduced when the budget is adopted. For example, it is possible that State support of special transportation services will be reduced by 10 percent instead of 50 percent, as assumed by the Approved Budget. Should the more favorable outcome occur, the transfer from the General Fund to the Special Transportation Fund will be less than appropriated. The effect of leaving the transfer appropriation at the higher level will be to preserve the resource for future appropriation.

In addition, an appropriation of \$495,750 remains in the Debt Service Fund, even though no debt is currently proposed for FY 2003-2004. If no debt issuance costs are incurred, there will be no activity in this fund. Maintaining the appropriation allows for the Board to approve debt without the need for a budget amendment in the event that circumstances dictate debt to be advantageous.

None of the four funds that comprise LTD's budget for the next fiscal year required modification before adoption by the Board of Directors. There are no penalties for under spending against budget appropriations. Appropriations cannot be transferred between budget categories without Board of Directors' approval.

A copy of the final budget document will be provided to each non-Board member of the Budget Committee as soon as a FY 2003-2004 budget is adopted. Budget highlights and a brief overview will be presented at the June 18 Board meeting.

ATTACHMENTS:

1. Resolution
2. General Fund Budget
3. Special Transportation Fund Budget
4. Capital Projects Fund Budget
5. Debt Service Fund Budget

PROPOSED MOTION:

I move approval of Resolution No. 2003-029 adopting the LTD Fiscal Year 2003-2004 budget and appropriating \$72,278,340 as represented in the Resolution.

AGENDA ITEM SUMMARY

2

DATE OF MEETING: June 18, 2003

ITEM TITLE: CAPITAL IMPROVEMENTS PROGRAM (CIP)

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

ACTION REQUESTED: Approval

BACKGROUND: After several months of discussion and review, the proposed CIP has been completed for Board of Directors' discussion and approval. The Finance Committee of the Board reviewed the plan on June 3 and forwarded it to the full Board with a recommendation to approve.

There have been very few changes in the plan since the early versions of the revision were presented to the Board at the December 2002 work session, and to the Finance Committee at various meetings since. Notable plan components include:

- Domination of the plan by bus rapid transit for the foreseeable future.
- Cost assumptions for the BRT vehicle and corridors that have not been finalized and may be subject to change. (The vehicle cost assumption for the initial corridor is not likely to increase.)
- The deferral of debt financing for vehicles. Previous drafts have shown the 18 Gillig buses already received and 5 articulated buses due in FY 2003-04 as debt-financed. Instead, these vehicles will be funded by federal formula grant money. The first vehicles to be debt-financed will be the Eugene-Springfield BRT corridor vehicles.
- Unidentified funding for the Pioneer Parkway and Coburg Road BRT corridors. The plan continues to assume 60 percent BRT funding from federal New Starts money with the remainder split between LTD and contributions from community partners. Funding uncertainties are highlighted in pink.

The brief presentation that will precede Board deliberation and action on this item will highlight the major plan components. Project managers will be present at the meeting to respond to questions, should additional information be required.

ATTACHMENTS: Capital Improvements Program Summary

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

LTD Resolution No. 2003-027: It is hereby resolved that the proposed Capital Improvements Program for fiscal years 2003-2004 through 2007-2008 is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: LONG-RANGE FINANCIAL PLAN

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

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 to eight years. The LRFP generally is driven by operating requirements/desires for both fixed-route and demand-response service, and 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 2003-04. 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. In order to make the course correction to bring expenditures under control, service reductions were required in FY 2002-03. The Board gave staff direction at the November 2002 strategic planning work session that stabilizing fixed-route service was important, even though deficit spending would be required, so no net service changes are assumed in the near term.
- Identifying and implementing alternative financing methods for capital project support. Even if BRT draws significant discretionary federal grant support (a possibility that is not certain), it almost certainly will do so at the expense of other projects that traditionally have been funded in this manner, notably bus purchases. Until last year, maximizing local

capital support was stressed, but operating priorities and expense increases required eliminating the transfers from operations to capital. Transfers will be required for future capital match; therefore, the plan calls for transfers to resume beginning in FY 2004-05. Debt financing of future vehicle 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 (or another form of substantial support) will be required. The plan assumes that 20 percent of the local match for BRT Phase 2 will come from other community sources. New sources of local capital funding and matching funds almost certainly will be required in order to carry out the CIP.
- 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.

For easier review, color coding has been used to identify certain plan components. Transfers from the General Fund to the Capital Fund are highlighted in blue. Reserves, which the plan maintains at required levels, are highlighted in green. Funding gaps in the General Fund are highlighted in orange. Currently unfunded capital projects expenditures are highlighted in pink.

A summary of the assumptions used in drafting the LRFP is included with the attachments. The Finance Committee of the Board of Directors reviewed and approved the LRFP on June 3, and forwarded it to the full Board with a recommendation to approve.

ATTACHMENTS:

Long-Range Financial Plan Budget Assumptions
Schedule of Combined Eight-Year Projections
Long-Range Capital Projects Summary

PROPOSED MOTION:

I move that the Board approve the following resolution:

LTD Resolution No. 2003-028: It is hereby resolved that the proposed Long-Range Financial Plan for fiscal years 2003-04 through 2022-23 is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING:

ITEM TITLE:

PREPARED BY:

ACTION REQUESTED:

BACKGROUND:

**RESULTS OF RECOM-
MENDED ACTION:**

ATTACHMENT:

PROPOSED MOTION:

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jo Sullivan, Administrative Services Manager/Clerk of the Board

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: June 18, 2003

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Administrative Services Manager/Clerk of the Board

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:** LTD's MPC representatives are Board members Hillary Wylie and Gerry Gaydos, with Pat Hocken as an alternate. MPC meetings generally are held on the second Thursday of each month. MPC last met on June 12, 2003. At this meeting, MPC conducted a public hearing on proposed amendments to the Transportation Improvement Program (TIP), and took action to approve the amendments. The approved TIP amendments include several LTD administrative amendments, which update the TIP to accurately reflect the status, timing, or cost of several projects, including Springfield Station. In addition to the administrative amendments, the TIP was amended to reflect the actual construction cost for the Phase 1 BRT project. MPC also reviewed and approved the development schedule for the FY 04-06 TIP. Staff presented a report on the MPC Subcommittee on Public Involvement, and provided a recap of the Federal Certification Review of the Metropolitan Policy Organization (MPO). The next MPC meeting will be held on July 10, 2003.
2. **BRT Steering Committee and Board BRT Committee:** Board members Gerry Gaydos, Pat Hocken, and Hillary Wylie are participating on LTD's BRT Steering Committee with members of local units of government and community representatives. The three LTD Board members also meet separately as the Board BRT Committee. Ms. Hocken chairs both committees. The BRT Steering Committee did not meet in June. The next meeting of the full Steering Committee is scheduled for July 1, 2003.

Deleted: last met on May 6, 2003, to discuss the BRT vehicle decision process and to approve a recommended design for the RiverBend-International Way segment of the Pioneer Parkway corridor. The Board BRT Committee last met on May 1 and May 9 to discuss the vehicle selection process.

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3. **Coburg Road Stakeholder Committee:** Susan Ban is the Board's representative on the Coburg Road Stakeholder Committee. This committee last met on June 11, 2003. At that meeting, the Committee further discussed the compatibility of various design options with stakeholder objectives. The group also reviewed a series of design options for the section of Coburg Road between Tandy Turn and Willa Kenzie Road. The committee is not scheduled to meet until September 10, 2003. At this meeting the committee will review a draft document of the process. This document will form the basis of the detailed segment planning on Coburg Road
4. **Board Strategic Planning Committee:** The committee has not met since the last Board meeting. A meeting of this committee may be scheduled following Board discussion of the strategic plan at the June 18, 2003 meeting.
5. **Board Finance Committee:** The Board Finance Committee (Pat Hocken, chair; Gerry Gaydos; and Virginia Lauritsen) met on June 3, 2003, to review and discuss the revised Capital Improvements Program and the Long-Range Financial Plan. The Committee forwarded both plans to the full Board with a recommendation to approve on June 18, 2003. The Committee also heard a legislative issues status report, and discussed Committee work plans for the next several months.
6. **Region 2050 Policy Advisory Committee:** Board member Susan Ban attends the Region 2050 Policy Advisory Committee meetings as an observer. The Policy Advisory Committee has not met since the May 28, 2003 LTD Board Meeting. The Region 2050 Technical Advisory Committee (RTAC) met on Tuesday, June 10, and will recommend LTD Board Representation on the Policy Advisory Committee at its next meeting. The next meeting of the Policy Board is scheduled for June 19, 2003.
7. **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. There is no report this month.

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ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

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

- ◆ May 22, 2003, letter James W. Clark, vice president of Down to Earth Distributors, Inc., thanking LTD Commuter Solutions staff for assistance with Down to Earth's Group Pass program.

At the June 18, 2003, 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

SPECIAL MEETING

Wednesday, May 28, 2003

Pursuant to notice given to *The Register-Guard* for publication on May 22, 2003, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Wednesday, May 28, 2003, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: David Gant
Gerry Gaydos, Vice President
Patricia Hocken, Secretary
Dave Kleger
Virginia Lauritsen, Treasurer
Hillary Wylie, President, presiding
Ken Hamm, General Manager
Jo Sullivan, Recording Secretary

Absent: Susan Ban

CALL TO ORDER - Ms. Wylie called the meeting to order at 5:38 p.m.

ROLL CALL - General Manager Ken Hamm called the roll.

ANNOUNCEMENTS AND ADDITIONS THE AGENDA - Ms. Wylie reviewed the agenda. There were no changes to the agenda.

Mr. Kleger announced that he had an opportunity to examine the new 300-series buses and was pleased with the design.

WORK SESSION

Lane Community College Group Pass Discussion – Service Planning and Marketing Manager Andy Vobora joined the Board for the item. Mr. Vobora reported that it did not appear that the \$54 term pass previously approved by the Board would be needed. He said that staff were working with LCC to finalize an agreement for a group pass program. According to Mr. Vobora, photo identification was an issue because LCC no longer required it, and staff were exploring ways to provide anywhere from 3,000 to all 10,500 students with photo identification. Still to be decided was whether LCC or LTD would oversee the process.

Mr. Vobora asked whether LTD should continue to offer a discounted term pass for faculty and staff. He said those groups would not be included in the group pass; that would have to be negotiated with LCC management as a contractual matter. He suggested continuing to offer a term pass at the \$54 rate.

Mr. Vobora said ridership was expected to increase under the group pass program, although it wasn't certain which routes would be affected. He said service demands would be reviewed in the fall and adjustments made in the winter if required by overloads.

Ms. Hocken asked when the issue of staff and faculty passes would be brought back to the Board. Mr. Vobora said that, if the Board agreed, he would extend the offer to make term passes available at the next meeting with LCC. Mr. Kleger said he supported making the term pass available and felt it would encourage ridership.

Ms. Lauritsen asked if there were any revenue comparisons between the term pass and group pass programs. Mr. Vobora said the revenue would be essentially the same.

In response to a question from Ms. Hocken, Mr. Vobora said that if the \$54 rate were not offered, the cost would increase to \$85. Ms. Hocken said she supported continuing the \$54 rate for another year. No objections were raised, and the \$54 rate for faculty and staff term passes will be continued for another year.

BRT Vehicle Selection Discussion – Mr. Hamm distributed a letter from New Flyer Industries dated May 28, 2003, and a BRT Vehicle Comparison worksheet dated May 28, 2003. He said that LTD was at a point where a decision needed to be made whether to continue to negotiate with New Flyer. He said New Flyer had made a significant commitment over the past months to meet the LTD and Cleveland Regional Transit Authority BRT vehicle demands.

Mr. Hamm said the letter from New Flyer, received very shortly before the meeting, described the projected development budget for LTD's design and performance requirements for the Invero, vehicle cost, and production schedule. He quoted a price not to exceed \$1 million each for the redesigned vehicles. He said features of the new design would include a streamlined, "rail-like" appearance, doors on both sides, hybrid/electric power system, and composite body.

Referring to the worksheet, Mr. Hamm said that a significant amount of research also had been done on the Phileas BRT vehicle produced by Advanced Public Transport Systems (APTS). He reviewed the comparison of features and costs of the Phileas and Invero. He noted that APTS had not included any consideration for research and development costs in their price quote, whereas New Flyer had estimated research and development costs and asked LTD, Cleveland, and potentially the Federal Transit Administration (FTA) to participate in covering some of the costs. The delivery schedules for the Invero and Phileas were similar, according to Mr. Hamm.

Mr. Hamm said that the risk factor was the area of greatest difference between New Flyer and APTS. He said there was some new vehicle technology with the Invero and a lot of new technology with the Phileas. He felt that New Flyer, as a domestic manufacturer, would be better able to provide product support than a foreign manufacturer. He said the Invero would be delivered Altoona-tested, which meant LTD would meet federal guidelines for funding the vehicles. He noted that the Phileas flywheel technology had not been used before. He said about 40,000 miles had been put on the Invero's battery technology on a bus in Seattle with great results.

Mr. Hamm said that the guidance system on both vehicles remained to be tested. The Phileas, with steering on all axles, had a technology for precision docking not available on the Invero, but until the system was run for a while in the United States, the performance could not be determined. He commented that some space was lost on the Invero due to wheel wells.

Mr. Hamm concluded that staff recommended continuing to negotiate with New Flyer and attempt to finalize as many details as possible, but consider APTS as an alternative should there be a "deal breaker" during the New Flyer negotiations. He said discussions with the FTA indicated little chance of federal assistance for the procurement of a foreign bus or foreign technology. He said there was a possibility of receiving federal funding for the technology deployment and some testing on the Invero, but LTD's request to the FTA for assistance was likely to be funded at approximately \$.5 million, far less than the \$3.45 million requested.

Ms. Wylie asked if New Flyer could ask the FTA directly for research and development funds. Mr. Hamm replied that FTA funds historically have been provided to transit properties, rather than directly to manufacturers. He suggested that New Flyer contact the FTA regarding low interest loans or other assistance with the cost of retooling.

Ms. Lauritsen asked if the entire Invero vehicle or only the left-side doors and bridging mechanisms would be Altoona tested. Mr. Hamm responded that the entire vehicle would be tested rigorously, including stress tests on the new left-side door design.

Ms. Lauritsen asked if Cleveland would be willing to share in the development costs. Mr. Hamm said he would be discussing the issue with Cleveland, and remarked that Cleveland was driving many of the design changes with respect to appearance and left-side doors. Mark Pangborn, LTD assistant general manager, added that Cleveland was interested in the Invero, but needed to reduce costs. He thought that Cleveland might be willing to buy into the development costs.

Mr. Gant asked if the \$11.5 million quote for five Phileas vehicles was current with the exchange rate. Purchasing Manager Jeanette Bailor replied that the quote was based on the May 28, 2003, exchange rate.

Mr. Gant noted that the New Flyer letter stated that six vehicles would be manufactured and five delivered. He asked who paid for the test vehicle and why it could not be used for service. Mr. Pangborn said the prototype test vehicle cost was built into the projected research and development costs and part of the discussion with New Flyer would be to what degree LTD was obligated to pay for the test vehicle. He said that when a vehicle came out of Altoona testing, the assumption was that half of the design life was used.

Mr. Kleger commended staff for the efforts to date and said he wanted to see the New Flyer option pursued. He noted that the APTS vehicle was almost twice as expensive, and higher costs for a new vehicle would require LTD to cut costs in other areas. He was displeased with the lack of a third wheelchair bay on the New Flyer vehicle, although running at ten-minute intervals with the new buses could offset the problem.

Ms. Hocken asked how the projected delivery schedule reconciled with completion of the Pioneer Parkway corridor and whether LTD at that point would need ten, rather than five, buses. LTD Director of Development Services Stefano Viggiano said he was not certain about the

completion date because of some variables in the project schedule. Mr. Hamm said an agreement to purchase vehicles typically would cover a period of five years or more and allow for purchase of additional vehicles at the negotiated price.

Mr. Gant asked, if the \$4.4 million New Flyer projected for research and development was a worst case scenario and if others were not willing to participate in the cost, whether LTD would have to include that in the cost of the five vehicles. Mr. Pangborn replied that was correct. Mr. Hamm said his expectation was that New Flyer would assume its fair share of the cost and not expect LTD to pay the entire amount. He said the issue of partnerships among the federal government, manufacturers, and transit properties was being discussed and if other transit properties could be found to participate in the project, it would spread the cost even more.

Mr. Kleger said he was pleased to see the willingness of a domestic manufacturer to consider a new design. Mr. Hamm said the industry had made great progress in viewing BRT as a modal application.

Ms. Lauritsen asked if the quoted price of the Invero would increase if it did not pass Altoona testing the first time and had to be redesigned and tested again. Mr. Pangborn said it would be LTD's intent to lock New Flyer in on research and development costs during negotiations with a "not to exceed" figure. Mr. Hamm said that if costs were under \$6.6 million, LTD was ahead of where it began, was back on track with the schedule, and could proceed to complete final design and engineering pieces and begin construction. He felt, if negotiations with New Flyer were successful, that the Invero was a good investment, with the features LTD desired, except for the automatic guidance system, which could be added to vehicles.

Mr. Gaydos agreed with the staff recommendation to proceed with New Flyer negotiations. He asked about the status of discussions with APTS. Mr. Hamm replied that APTS was anxious and had expressed an interest in coming to Eugene. He said the APTS price quotes were fairly firm for United States sales and he saw little chance of the price being lowered. He said that staff would maintain contact with APTS.

Mr. Gaydos suggested that LTD either not pay the research and development costs, or negotiate with New Flyer to have the costs returned to LTD if the vehicle was successful and there were sales to other transit properties.

Ms. Wylie expressed concern over leaving the door open on the development costs and the timeline involved with the need to develop, then test, the New Flyer vehicle. She hoped that the negotiations would address these issues and asked that the Board be given more information as it became available.

Ms. Hocken echoed the need for more information and hoped the board could make a decision in June. Mr. Hamm commented that the price quoted for the Phileas did include development costs; New Flyer was separating development costs and asking LTD to participate in sharing them, rather than simply folding them into the price per vehicle.

Mr. Gant asked about the possibility of a partnership between APTS and Monaco or another local manufacturer to produce the Phileas vehicle locally, which would help the area economically. Mr. Hamm said there had been some discussions with the State's Economic Development Office, and Monaco had initially expressed some interest. He said neither Country

Coach nor Marathon was a candidate for Phileas manufacturing. In response to a further question from Mr. Gant, Mr. Hamm said he was not certain if state or federal funds would be available to a local manufacturer and he would follow up on the matter.

EMPLOYEE OF THE MONTH – Transit Services Manager Rob Montgomery introduced Bus Operator Ervin “Tony” Semien as the June 2003 Employee of the Month. He said that Mr. Semien had been employed by LTD since May 1987 and had earned awards for eleven years of safe driving. He noted Mr. Semien’s dedication to LTD, to his customers, and to his co-workers.

Mr. Hamm shared a story of riding the buses incognito when he came to interview for the general manager position, to discover first-hand what the operators thought of the system. He had a good conversation with Mr. Semien, who displayed a very positive attitude toward LTD.

Mr. Semien thanked the Board and staff and expressed his pleasure at being part of an organization that embraced teamwork. He said he enjoyed working with and helping people and putting a smile on someone’s face.

ITEMS FOR ACTION AT THE MEETING

CONSENT CALENDAR – Mr. Kleger noted a correction to the minutes of the April 16, 2003 meeting, where the motion for the first reading of Ordinance 36 stated it was the 2002 Revision, although the document itself had the 2003 date, and asked that the motion be corrected to 2003.

MOTION Mr. Kleger moved adoption of LTD Board Resolution No. 2003-018: “It is hereby resolved that the Consent Calendar for May 28, 2003, is approved as amended.” Ms. Hocken provided the second. The Consent Calendar consisted of the minutes of the March 31, 2003, and April 7, 2003, special Board meetings, the April 16, 2003, regular Board meeting, and the May 21, 2003, canceled Board meeting.

VOTE The Consent Calendar was approved as amended as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

MOTION **ORDINANCE 36 – SECOND READING AND ADOPTION** – Ms. Hocken moved that Ordinance No. 36, 2003 Revision, be read by title only. Ms. Lauritsen provided the second.

VOTE The motion was approved as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

Ms. Hocken read the ordinance title: “Lane Transit District Ordinance 36, 2003 Revision, Regulations Governing Conduct on District Property.”

MOTION Ms. Hocken moved adoption of LTD Resolution No. 2003–019: “It is hereby resolved that the Lane Transit District Board of Directors adopts Lane Transit District Ordinance 36, 2003 Revision.” Mr. Gant provided the second.

VOTE The motion was approved as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

BRT VEHICLE SELECTION – Ms. Wylie determined that the item had been covered during the work session and no further action was required.

2003 FEDERAL SECTION 5307 GRANT APPLICATION – Lisa Gardner, senior strategic planner, provided a brief summary of the application, noting that the funds were formula funds and that LTD provided a 20 percent match. She said the grant request was for \$4,064,502 of federal Section 5307 funds for the purchase of 18 Gillig 40-foot, low-floor buses.

Ms. Hocken asked if that meant the debt issuance discussed at a previous meeting would not be necessary. Director of Finance and Information Technology Diane Hellekson replied that the debt calendar and the CIP subsequently had been reworked. She said that alternative methods for funding the buses were considered, and a sizable carry-forward of formula funds had accrued and unexpended formula funds could pose problems with future formula funds requests. Ms. Gardner added that formula funds had accrued faster than expected due to an increase that became available in the current fiscal year, as the result of LTD attaining Transportation Management Area (TMA) status.

Public Hearing: Ms. Wylie opened the public hearing. There being no one wishing to speak, she closed the public hearing.

MOTION Mr. Kleger moved adoption of LTD Resolution No. 2003-021: “It is hereby resolved that the LTD Board of Directors approves the proposed FY 2003 Section 5307 federal grant application for \$4,064,502 in federal funds for the purchase of 18 Gillig 40’ low-floor buses and authorizes the general manager to submit this application to the Federal Transit Administration for approval.” Mr. Gaydos provided the second.

VOTE The motion was approved as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

AUDIENCE PARTICIPATION – Mr. Kleger noted that the Audience Participation agenda item had been overlooked. Ms. Wylie opened the floor for audience participation. There was no one present who wished to speak.

ITEMS FOR ACTION AT THE MEETING (continued)

SMART WAYS TO SCHOOL GRANT APPLICATION – Commuter Solutions Program Manager Connie Bloom Williams provided an overview of the \$90,000 grant application to the Oregon Office of Energy. She said the purpose of the grant was to reduce vehicle trips to schools to improve safety and congestion in school zones and no local match was required. She said the proposal had been presented to the Lane Council of Governments Board of Directors; the Superintendents of the Bethel, 4J, and Springfield school districts; and the Lane Regional Air Pollution Authority, and each had provided a letter of support. In response to a question from Ms. Hocken, Ms. Williams said that contributions and services costs in the budget labeled “Commuter Solutions” would be from the existing Commuter Solutions budget, funded by the State and contributions from other local governments.

Public Hearing: Ms. Wylie opened the public hearing. There being no one wishing to speak, she closed the public hearing.

Ms. Wylie spoke in favor of the application and said it would support the TransPlan work.

MOTION Mr. Kleger moved adoption of LTD Resolution No. 2003-22: “It is hereby resolved that the LTD Board of Directors approves the proposed grant application for \$90,000 to fund the Smart Ways to School project.” Ms. Hocken provided the second.

VOTE The motion was approved as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

BRT–PREFERRED DESIGN FOR RIVERBEND-INTERNATIONAL WAY SEGMENT OF PIONEER PARKWAY BRT CORRIDOR – Mr. Viggiano reviewed the design and several options, and illustrated the preferred alignment on a map. He said it had been through a stakeholder process with businesses and residents in the area, as well as the BRT Steering Committee, which recommended approval. He stated that the stakeholder group recommended having the design in place for exclusive lanes, but only implement it in the future as necessary. The BRT Steering Committee, he said, had recommended buying the property now for future expansion, and he thought that suggestion made sense. He commented that the Board’s approval of the recommended design provided direction on a preferred design, but did not constitute final approval, since the design would go through further public process and an environmental review and needed to be approved by the City of Springfield.

Ms. Wylie asked if the route was on Gateway Avenue or went into Gateway Mall. Mr. Viggiano said the design did go into Gateway Mall.

Mr. Gaydos said changing the name of RiverBend to Lyle Hatfield Way was being considered and suggested LTD consider a similar honor because of Mr. Hatfield’s strong support of BRT. Ms. Wylie and Mr. Kleger spoke in favor of the suggestion.

Mr. Gant asked which segment might include a dedicated guideway. Mr. Viggiano replied that was the segment on International Way.

Ms. Wylie asked if the Arlie development was considered a node. Mr. Viggiano said there was some dispute with Springfield over the location of the node with respect to access to the Pioneer Parkway Extension. He said that if the Arlie site ultimately was determined to be residential, rather than a commercial node, it was unlikely to be developed.

MOTION Mr. Kleger moved adoption of LTD Resolution No. 2003-023: "Resolved, that the LTD Board of Directors approves the recommended design for the RiverBend-International Way segment of the Pioneer Parkway BRT corridor as the preferred design for that segment." Mr. Gant provided the second.

VOTE The motion was approved as follows:
AYES: Gant, Gaydos, Hocken, Kleger, Lauritsen, Wylie (6)
NAYS: None (0)
ABSTENTIONS: None (0)
EXCUSED: None (0)

RIDESOURCE FACILITY PROPERTY ACQUISITION – Lisa Gardner referred Board members to a substitute page 74 for the agenda packet, which corrected the proposed motion. She went on to describe the proposal to purchase property located at 310 Garfield Street in Eugene. She said that the property could accommodate both the RideSource facility and a future LTD satellite facility. She said a documented categorical exclusion had been completed and concurrence received from the FTA that no adverse impacts were associated with the proposed project. She said that staff were requesting approval to proceed with the purchase.

Ms. Hocken asked if Resolution No. 2003-024 had been reviewed by legal counsel. Ms. Gardner replied that it was prepared by legal counsel. Ms. Hocken asked if adoption of the resolution would give the general manager direction to sign a contract to purchase the property without further approval from the Board. Ms. Gardner said that was correct and negotiations for the property would occur at the staff level. Mr. Viggiano noted that the purchase price would be based on an appraisal. Referring to Item 5 of the resolution, Ms. Hocken asked if any previous offers had been made. Ms. Gardner said no previous offers had been made.

Mr. Gant asked who owned the property. Ms. Gardner said that a limited corporation was the owner and she did not know who the individuals in the corporation were. Mr. Gant said he might have a potential conflict of interest and recused himself for the RideSource decision.

Ms. Wylie confirmed that any problems with the purchase of the property would be referred to the Board.

MOTION Mr. Kleger moved approval of LTD Resolution No. 2003-024, A Resolution Declaring the Public Necessity and Authorizing the Lane Transit District to Acquire by Purchase or by the Exercise of the Power of Eminent Domain Certain Real Property Necessary for the Construction of the RideSource Main Operations Facility. Ms. Hocken provided the second.

VOTE The motion was approved as follows:
AYES: Gaydos, Hocken, Kleger, Lauritsen, Wylie (5)
NAYS: None (0)
ABSTENTIONS: Gant (1)
EXCUSED: None (0)

ITEMS FOR INFORMATION AT THE MEETING

Current Activities

Board Member Reports – Ms. Wylie asked if there were any question or additions. Ms. Hocken noted that the report on the Coburg Road Stakeholder Committee mentioned an additional or new river crossing and asked what location was being discussed. Mr. Viggiano said Councilor Poling had suggested that instead of using the Ferry Street Bridge, the BRT line could use an alternate crossing over the Autzen Footbridge. He said the Stakeholder Committee agreed it did not make sense for service to North Coburg Road and it was actually a different corridor. The committee dropped it from current consideration, but suggested that LTD explore that route in the future. He added that an engineering study had determined that structurally the bridge could accommodate buses.

Ms. Lauritsen said it was preferable to get BRT in place before taking on the politically-charged issue of a route through Alton Baker Park. Mr. Kleger agreed that there would be strong resistance to a bridge or route through the park.

General Manager's Report – Mr. Hamm acknowledged Ms. Hellekson and her staff, in particular Purchasing Manager Jeanette Bailor, and other staff throughout the organization who participated in preparing for the federal Triennial Review. He said the review was good, with only one minor finding that was immediately corrected.

Mr. Hamm said that more than 100 application packets had been provided in response to the HR Director recruitment, and to date seven completed applications had been received. He said that representatives from the Board, as well as employees at different levels in the organization and possibly individuals from the community, would be asked to participate in assessing applicants.

Continuing, Mr. Hamm said staff had explored Metro TV in response to interest from the Board. Costs ranged from \$11,000 to \$12,000 annually, with an additional \$22,000 in capital costs for installation of equipment. He did not recommend pursuing the matter further.

Mr. Kleger asked when groundbreaking was schedule for the Springfield Station. Ms. Lynch responded that it had been scheduled twice and currently was not scheduled, pending the outcome of some property acquisition issues and Congressman DeFazio's schedule. She hoped a date could be set in July.

Monthly Financial Report – Ms. Hellekson referred members to the written report in their agenda packets. She said that ridership, as LTD currently tracked it, was still soft, but revenue had come back strongly. She said that LTD was ahead of budget, even with the budget hit caused by a Department of Revenue refund to one large taxpayer last fall. She thought that possibly the number of major construction projects under way locally, which were prevailing wage jobs generating a significant amount of payroll tax, contributed to improved revenue. She added that the Department of Revenue was pursuing collection of past due tax accounts.

Monthly Department Reports - Government Relations – Ms. Lynch announced that Senator Ron Wyden would be in Eugene on May 29, speaking at a special City Club lunch. She

encouraged any interested Board members to attend. She said the senator would be discussing economic recovery and a new transportation financing proposal.

Ms. Lynch said that the Legislature was considering a transportation funding package to finance bridge repair, with some funding for cities and counties. One of the financing techniques in the bill was to sequester income taxes paid by individuals employed on the projects, and that a small amount of the funds was proposed for fleet replacement.

Ms. Lynch stated that the revenue forecast for the next biennium did not trigger sequestration of the cigarette tax funds in the current biennium, allowing local governments and transit districts to obtain fourth-quarter revenue sharing.

BRT Update – The new logo for BRT was unveiled by BRT Public Relations Representative Sue Aufort and Mr. Hamm. Ms. Aufort explained that the actual colors for the EMX logo were still being considered and once finalized, the logo would be unveiled to the public.

Ms. Hocken asked about the status of discussions with Springfield regarding amenities in the Glenwood segment of the Phase I corridor or long-range planning for the Glenwood area. Mr. Pangborn replied that the City was trying to develop a plan for sidewalks in Glenwood. He expected that LTD would purchase the property and put in a temporary sidewalk for the Lexington Station. He said that a meeting was scheduled with the City of Springfield and Oregon Department of Transportation to discuss details of the Springfield Station, and the matter would go before the Springfield City Council on June 23 for final approval.

Mr. Pangborn announced that LTD had received seven bids on the Springfield Station and all bids apparently were below the architect's estimated cost, based on preliminary review.

Mr. Kleger asked if labor contracts could be finalized in writing, given the likely delay of the BRT route construction. Mr. Pangborn replied that staff were working with legal counsel to codify all related intergovernmental agreements.

OTHER

Mr. Gaydos encouraged Board members to urge legislators to provide adequate funding for the judicial system.

ADJOURNMENT: The meeting adjourned at 8:45 p.m.

Board Secretary

Board Action Plan
Strategic Planning Committee

May 28, 2003

Goal: Provide progressive leadership for community's transportation needs

Strategies:

1. Provide community leadership in developing multi-modal transportation solutions

Action Plan:

- Maximize opportunities and relationships created through TMA transition
- Provide consistent leadership at MPC – consistent Board member attendance/meeting preparation
- Utilize all available forums for LTD participation in community transportation planning

2. Create a more visible role for Board in community

Action Plan:

- Increase Board participation in key community events
- Identify target audiences for Board member outreach – staff to identify events and meeting schedules, and prepare presentation materials or talking points

3. Increase LTD profile/involvement in community activities – utilize Board member interest area survey

Action Plan:

- Identify key community activities for Board member participation

4. Take Leadership role in implementing TDM activities

Action Plan:

- Identify leadership opportunities for Board members
- Provide Board presence at TDM events, city council meetings, etc.

Additional activities not linked to specific plan strategies:

5. Broaden pool of LTD advocates – develop advocate group, “Friends of LTD,” comprised of citizens including interested past Board members, Budget Committee members, project supporters, etc., who can advocate on behalf of LTD for project support, funding support in Salem, etc.
6. Staff to develop “key LTD message,” expressing LTD’s role in preparing the community for growth, and developing a system that the community can grow around. This message would be prepared in a format for “leave behind” materials to be used for Board member outreach activities.
7. Strengthen partnerships with partner agencies such as EWEB and City of Coburg (recently included in MPO area).
8. Staff to function as clearinghouse for events/meetings that Board members should attend, and should provide talking points/presentation materials.
9. Board should review staff-prepared calendar of events at Board meetings to determine appropriate Board representation.
10. Increase involvement in existing neighborhood groups. Meet with neighborhood group leaders and suggest that an “LTD Liaison” be designated from each neighborhood group to function as primary target for information sharing, LTD project updates, etc., which will ensure regular communication with neighborhood groups.
11. Staff to prepare summary of key MPC agenda items for e-mail distribution to all Board members to ensure full Board understanding of key transportation planning and decision-making at the MPO level.
12. Board to revisit “Board interest areas” expressed through survey to provide guidance in determining Board member outreach activities.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: BOARD ACTION PLAN AND STRATEGIC PLAN UPDATE

PREPARED BY: Lisa Gardner, Senior Strategic Planner

ACTION REQUESTED: None. Information and discussion only.

BACKGROUND: Following the April 7 Strategic Planning work session, an ad hoc Board Strategic Planning Committee was formed to further develop the Board Action Plan. At the April 29th meeting, Board members Gaydos, Wylie, and Ban reviewed both the Board Member Activities document that was introduced at the April 7th Board work session, and a draft action plan that was developed from the Strategic Planning Goals. The committee provided comments on both documents, which are attached for Board review and discussion.

The Strategic Plan is scheduled for completion by June 30, 2003. Attached for Board review is a draft Strategic Plan that incorporates both the strategic planning goals and key emphasis areas of the Board action plan. If desired, the ad hoc Board Strategic Planning Committee can be re-convened to provide additional input into the draft plan. Staff will revise the plan based on Board discussion, and the Board will be asked to adopt the 2003 -2004 Strategic Plan at the next scheduled Board meeting.

ATTACHMENT: Draft Strategic Plan
Board Action Plan
Board Activities

PROPOSED MOTION: None

DRAFT: 05/28/03
**Lane Transit District
Strategic Plan
Board Member Activities**

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Entire Board

- Monthly Board Meetings
- Periodic Work Sessions
- Budget Committee Meetings (two to three per year)
- Annual meetings with partner agencies (Eugene, Lane County, Springfield)
- Other special meetings as necessary
- Relationship building events – e.g. Eugene Chamber
- Specific target groups related to project implemenatation – e.g Nodal Development
- General Board profile outreach
- Be aware of other activities in community – communicate to Board and staff events that need LTD presence

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Board Committees (Board BRT Committee, BRT Steering Committee, Finance Committee, Human Resources Committee, Metropolitan Policy Committee, Service Committee)

- Committee meetings as scheduled

Individual Board Members

- Represent LTD on Governmental or Special Study Committees (Statewide Livability Forum, Region 2050, the Central Area Transportation Study, etc.)
- Represent LTD by participating on community service organizations (Rotary, Chamber of Commerce, Neighborhood Groups, Professional Organizations, etc.)
- Represent LTD at local functions (Chamber annual dinner, LCOG banquet, etc.)
- Make presentations on District issues to various organizations (Rotary, Neighborhood Groups, Professional Organizations, etc.)
- Maintain regular and ongoing contact with community leaders
- Meet with various guests and dignitaries, as requested
- Attend meetings with key partners (e.g., PeaceHealth, University of Oregon)
- Attend LTD public events (open houses, workshops, public meetings, etc.)
- Attend occasional transit conferences and seminars
- United Front
- Lobbying

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*Lane Transit District
P. O. Box 7070
Eugene, Oregon 97401*

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**CONSENT CALENDAR ITEM:
RESOLUTION REAFFIRMING DISTRICT BOUNDARIES**

Prepared by Andy Vobora, Service Planning and Marketing Manager
June 18, 2003

ACTION REQUESTED

Approval of resolution reaffirming District boundaries

BACKGROUND

Oregon Revised Statutes 167.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory in which the system will operate. No changes are recommended to the LTD boundary for FY 2003-2004. Attached for the Board's approval as part of the Consent Calendar for June 18, 2003, is a Resolution reaffirming LTD's boundaries for the coming fiscal year.

CONSEQUENCES OF REQUESTED ACTION

The District will operate within the boundaries set forth in Ordinance No. 24 (2000 Revision).

ATTACHMENT

LTD Resolution No. 2003-026, A Resolution Reaffirming the Territory in the District Within Which the Transit System will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

RESOLUTION

LANE TRANSIT DISTRICT

LTD Resolution No. 2003-026

A RESOLUTION REAFFIRMING THE TERRITORY IN THE DISTRICT
WITHIN WHICH THE TRANSIT SYSTEM WILL OPERATE IN
ACCORDANCE WITH OREGON REVISED STATUTES 267.207(3)(a)

WHEREAS, ORS 267.207(3)(a) requires that the Board of Directors of the Lane Transit District annually determine the territory in the District within which the transit system will operate;

THEREFORE, HEREBY BE IT RESOLVED, that for Fiscal Year 2003 – 2004, the Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance Number 24 (2000 Revision).

Date Adopted

Board President

AGENDA ITEM SUMMARY

DATE OF MEETING: September 17, 2003

ITEM TITLE: BRT PHASE 1 PROPERTY ACQUISITION

PREPARED BY: Mark Pangborn, Phase 1 Project Manager

ACTION REQUESTED: Approval of attached Resolution

BACKGROUND: BRT Phase 1 is being designed in two segments: downtown Eugene to the intersection of East 11th and Franklin Blvd, and East 11th and Franklin Blvd to downtown Springfield. In both sections, BRT will be operating in the public right-of-way. To do this, there are specific areas where the corridor must be expanded to accommodate BRT lanes. In these areas, LTD will need to acquire small portions of private property or an easement from an adjacent property owner in order to meet the design and safety requirements for BRT. After acquiring the property, LTD will then deed the newly-acquired property to the City of Eugene or the Oregon Department of Transportation as written in the Intergovernmental Agreement (IGA).

After approval from the Board in December 2002, staff began the process for property acquisition in the Eugene segment.

The second segment is now at 95 percent of design. In this segment there are approximately 17 (**ck this number**) pieces of property that need to be acquired.

In order to move forward with negotiations for acquiring these properties, the Board must provide authorization through the passage of a resolution. As of the time this summary was written, the resolution was still being developed by legal counsel. A completed resolution will be distributed to the Board at the Board meeting.

ATTACHMENT: None

PROPOSED MOTION: To be distributed to the Board at the meeting

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: BRT UPDATE

PREPARED BY: Graham Carey, BRT Project Engineer, Development Services

ACTION REQUESTED: None. Information and discussion only.

BACKGROUND:

Phase 1 Corridor Design: Since the vehicle delivery schedule appears to be the determining factor for the system implementation date and since the vehicle selection may influence the station and corridor design, the Phase 1 work remains on hold pending a decision on the BRT vehicle. A presentation to the Springfield City Council on the proposed BRT improvements to South A Street and Main Street will be made on June 23, 2003.

Construction Budget/Schedule: Staff are working with the Construction Manager/General Contractor (CMGC) to review the construction specifications. The CMGC has recommended that the utility relocations be undertaken in the 2003 construction season, in preparation for construction of the BRT facility in the following construction season.

Phase 1 Vehicles: Staff will be discussing this item during the meeting, as part of a separate agenda item.

Springfield Corridor: At the May Board meeting, the Board approved the preferred design. The next step in the process is to renew contact with the most impacted property owners and to hold a public open house on Thursday, July 10, 2003. The preferred design will be presented to the Springfield City Council for review on July 28, 2003, prior to the start of the environmental analysis.

Eugene Corridor: The stakeholder committee for the Coburg Road BRT Master Plan last met on May 14, 2003. The group reviewed an evaluation matrix for the corridor. At their next meeting on June 11, 2003, the group will look at the impact of the various BRT designs on actual segments of the corridor.

ATTACHMENTS: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: SELECTION OF BRT VEHICLE

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: Select a vehicle for BRT Phase 1 Corridor

BACKGROUND: As the Board is well aware, there is considerable background on this issue. This summary discusses what staff have learned since the Board meeting of May 28, 2003. New Flyer Industries (NFI) continues to work on the front exterior design of the vehicle. The director of NFI Marketing, Bill Stanton, will be in Eugene on June 16th to meet with staff to discuss technical issues on NFI's bid. Mr. Stanton also will meet with the Board on June 18th to discuss the NFI proposal.

Mr. Stanton will bring the latest vehicle design to share with LTD. He has taken some time to discuss the problems associated with designing a futuristic, streamlined front end to a bus. Reshaping the cab to impart a more aerodynamic look involves relocating the operator toward the center of the vehicle. This creates a number of mechanical/technical problems in terms of steering linkages and controls, but it turns out that one of the most difficult problems has to do with managing the visual distortion created by refractive/reflective light and curved windshields on a bus. There are significant safety issues for the vehicle operator when dealing with these issues, so while a modern, curved windshield can be manufactured, many designs are not safe or are impractical to make. In any case, NFI believes it has a new design that is safe and sleek.

NFI has given LTD a rough breakdown of the price of a BRT Invero. While these figures are not exact, they are the beginning point for LTD in negotiating a final price. Because the final negotiated price is subject to a federally-mandated cost analysis, LTD will know precisely the costs associated with the vehicle.

<u>Budget</u>	<u>Description</u>
\$ 453,000	Base price standard artic without hybrid engine
250,000	Allison Hybrid drive
50,000	Mechanical part of guidance system & system improvements
170,000	Pre-production costs
<u>75,000</u>	Contingency for float on Canadian/USA dollar exchange rate
\$ 998,000	Total cost per BRT Invero

These figures are consistent with what LTD has learned about the cost of the different components that we have requested in the Invero. The cost

of \$170,000 in pre-production costs is assigned to each vehicle. NFI is assuming that the pre-production costs will be spread over a production run of 26 vehicles with similar characteristics; i.e., the number of BRT Inveros NFI projects to manufacture through 2006. NFI is not proposing that LTD separately contribute to pre-production costs. As an aside, a recent news article about the Boston BRT program, the “Silver Line,” stated that Boston has decided to add one left-hand door to its BRT articulated trolley bus, manufactured by NeoPlan, at an additional cost of \$80,000 per vehicle.

NFI is proposing to design and deliver a vehicle with steering, braking, throttle control, and transponder detection systems that will facilitate automated guidance in conformance with the specifications and operating requirements of the guidance infrastructure selected and installed by LTD. This means that all of the mechanical systems that are needed for automated guidance, servo motors connected to the steering and braking systems, electrical connections, etc., will be built into the vehicle. The software to run the system and the magnets imbedded in the guideway have yet to be engineered into LTD’s proposed BRT infrastructure. There is one functioning MagNav™ system in revenue service at this time, and a second system available for commercial development. NFI currently is soliciting proposals for system definition from both vendors.

It is proposed that NFI work with LTD’s planners and the designated guidance technology vendor to identify the system configuration most likely to meet LTD’s needs as well as the needs of a range of BRT systems being planned for Cleveland, Minneapolis, and other urban centers. The exact cost of the system, including the investment on the part of LTD in interfacing system architecture, will be determined upon completion of the discovery process, commencing the 3rd quarter of 2003. The vehicle price does not include the cost of an on-board guidance control computer and transponder detector because the final design has yet to be selected. LTD has informed NFI that while we want a guidance system in the vehicle, we do not want to delay the delivery date because the guidance system is not ready. The BRT corridor is being designed so that a BRT vehicle can operate on it without guidance. The system will operate more efficiently with guidance, but still can operate in case of the failure of the guidance system. What likely will happen is that the development of a guidance system will occur concurrently with vehicle development. There is no estimate for the additional cost of automated guidance.

The Invero BRT features a stainless steel chassis and lower side wall structure, to extend the life of the vehicle.

Staff will meet with Bill Stanton prior to the Board meeting and hope to have additional information on other technical concerns available at the

Board meeting. Mr. Stanton also will be at the Board meeting to answer questions.

I would also remind the Board that the Phileas still is an option. The price has not changed significantly, \$2.1 million per vehicle, with a delivery date in mid-2006.

ATTACHMENT: None

ACTION TO BE TAKEN DURING “ITEMS FOR ACTION” ON JUNE 18:

PROPOSED MOTION: I move adoption of LTD Resolution No. 2003-034: It is hereby resolved that the LTD Board of Directors authorizes the general manager to proceed with the purchase of five New Flyer Invero BRT vehicles, with the final purchase price to be determined as a result of negotiations, but not to exceed \$5 million.

Q:\Reference\Board Packet\2003\06\Regular Mtg\BRT vehicle selection 6-6-03.doc

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jo Sullivan, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: Approval of Consent Calendar Items

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

The Consent Calendar for June 18, 2003:

1. Approval of minutes: May 28, 2003, special Board meeting
2. Resolution Reaffirming District Boundaries

ATTACHMENTS

1. Minutes of the May 28, 2003, special Board meeting
2. LTD Resolution No. 2003-026: A Resolution Reaffirming the Territory in the District Within Which the Transit System will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

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

LTD Resolution No. 2003-025: It is hereby resolved that the Consent Calendar for June 18, 2003, is approved as presented.



**Projections for Lond Range Financial Plan
Schedule of Combined Eight-Year Projections
for Board 06 18 2003**

	FY 2002-2003 Estimated Current Year	Year 1 Projected FY 2003-2004	Year 2 Projected FY 2004-2005	Year 3 Projected FY 2005-2006	Year 4 Projected FY 2006-2007	Year 5 Projected FY 2007-2008	Year 6 Projected FY 2008-2009	Year 7 Projected FY 2009-2010	Year 8 Projected FY 2010-2011								
Assuming BRT vehicles totaling \$6.6 million debt financed / Gilligs & artics purchased with 5307 -- no additional grant funding																	
	Beginning Net Working Capital - Operations	6,568,100	7,925,770	7,423,990	5,203,320	3,068,070	3,088,430	2,998,990	3,016,840	3,067,140							
	Beginning Net Working Capital - Capital	15,200,500	9,898,725	4,681,045	2,596,305	6,433,265	3,670,225	6,970,910	4,865,250	980,590							
	Total Beginning Working Capital	21,768,600	17,824,495	12,105,035	7,799,625	9,501,335	6,758,655	9,969,900	7,882,090	4,047,730							
O p e r a t i o n s	Resources from General Fund																
	Operating Revenues - Passenger Fares	4,244,190	4,408,600	2.0%	4,496,770	3.0%	4,631,670	4.0%	4,816,940	4.0%	5,009,620	4.0%	5,210,000	4.0%	5,418,400	4.0%	5,635,140
	Taxes (payroll, self-employment & state-in-lieu)	18,151,500	18,618,100	2.0%	18,990,460	3.0%	19,560,170	4.0%	20,342,580	4.0%	21,156,280	4.0%	22,002,530	4.0%	22,882,630	4.0%	23,797,940
	Other (advertising & special services)	802,020	884,700	1.0%	893,550	1.0%	902,490	1.0%	911,510	2.0%	929,740	2.0%	948,330	2.0%	967,300	2.0%	986,650
	Miscellaneous	87,850	65,000	1.0%	65,650	1.0%	66,310	1.0%	66,970	1.0%	67,640	1.0%	68,320	1.0%	69,000	1.0%	69,690
	Other Operating Grants	237,000	383,600	2.0%	391,270	2.0%	399,100	2.0%	407,080	2.0%	415,220	2.0%	423,520	2.0%	431,990	2.0%	440,630
	Interest	380,770	304,000	rate=3%	267,400	rate=4%	242,100	rate=4%	156,000	rate=4%	190,000	rate=4%	135,200	rate=4%	199,400	rate=4%	157,600
	Total Revenues from General Fund	23,903,330	24,664,000		25,105,100		25,801,840		26,701,080		27,768,500		28,787,900		29,968,720		31,087,650
	Requirements from General Fund																
	Personnel Services	(16,997,000)	(18,591,500)	4.0%	(19,335,200)	4.0%	(20,108,610)	4.0%	(20,912,950)	4.0%	(21,749,470)	4.0%	(22,619,450)	4.0%	(23,524,230)	4.0%	(24,465,200)
Materials & Services (increased for Spfld Station)	(4,114,750)	(4,342,700)	1.0%	(4,511,100)	1.0%	(4,556,210)	1.0%	(4,601,770)	1.0%	(4,647,790)	1.0%	(4,694,270)	1.0%	(4,741,210)	1.0%	(4,788,620)	
Insurance	(675,300)	(926,600)	1.0%	(935,870)	1.0%	(945,230)	1.0%	(954,680)	1.0%	(964,230)	1.0%	(973,870)	1.0%	(983,610)	1.0%	(993,450)	
Special Transportation	(758,610)	(1,304,980)	2.5%	(1,337,600)	2.5%	(1,371,040)	2.5%	(1,405,320)	2.5%	(1,440,450)	2.5%	(1,476,460)	2.5%	(1,513,370)	2.5%	(1,551,200)	
Total Requirements from General Fund	(22,545,660)	(25,165,780)		(26,119,770)		(26,981,090)		(27,874,720)		(28,801,940)		(29,764,050)		(30,762,420)		(31,798,470)	
Net Operating Revenues (Requirements) Before Transfer to Capital Fund	1,357,670	(501,780)		(1,014,670)		(1,179,250)		(1,173,640)		(1,033,440)		(976,150)		(793,700)		(710,820)	
Transfer to Capital Fund - Formula (5307) Match Increase in Revenues or Reductions in Operations Necessary to Maintain Appropriate Reserves	-	-		(1,206,000)		(1,256,000)		(1,306,000)		(1,356,000)		(1,406,000)		(1,456,000)		(1,506,000)	
Net Operating Revenues (Requirements) After Transfer to Capital Fund	1,357,670	(501,780)		(2,220,670)		(2,135,250)		(2,303,000)		(2,400,000)		(2,400,000)		(2,300,000)		(2,200,000)	
Additions (Reductions) to Operating Reserves	1,357,670	(501,780)		(2,220,670)		(2,135,250)		(2,303,000)		(2,400,000)		(2,400,000)		(2,300,000)		(2,200,000)	
C a p i t a l	Resources from Capital Fund																
	Federal Grants - Formula (used for debt service)	-	-	-	320,240	640,500	640,500	640,500	640,500	1,503,800							
	Federal Grants - Formula (used for new capital purchases)	7,166,995	4,396,000	4,592,000	4,455,760	4,347,500	4,169,425	2,123,980	3,359,980	2,159,960							
	Federal Grants - BRT	1,920,000	5,545,760	-	-	-	1,800,000	8,400,000	12,960,000	-							
	Other Grant Sources	2,327,359	6,726,680	423,080	447,930	474,580	504,190	504,190	504,190	504,190							
	Local Resources - Other	-	-	-	-	-	600,000	2,800,000	4,320,000	-							
	Transfer from General Fund	-	-	1,206,000	1,256,000	1,306,000	1,356,000	1,406,000	1,456,000	1,506,000							
	Transfer from Special Transportation Fund	53,291	264,080	27,880	30,730	33,780	37,170	37,170	37,170	37,170							
	Proceeds from Bond Sales	-	-	6,900,000	-	-	-	-	9,300,000	9,300,000							
	Total Capital Resources	11,467,645	16,932,520	13,148,960	6,510,660	6,802,360	9,107,285	15,911,840	32,577,840	15,011,120							
Requirements from Capital Fund																	
Bus Rapid Transit - Planning	(731,000)	(900,000)	(980,000)	(1,005,000)	(1,030,000)	(1,055,000)	(1,055,000)	(1,100,000)	(1,100,000)								
Bus Rapid Transit - Initial Corridor - Construction	(2,400,000)	(8,822,800)	(5,885,200)	-	-	-	-	-	-								
Bus Rapid Transit - Initial Corridor - Vehicles	(100,000)	-	(6,600,000)	-	-	-	-	-	-								
Bus Rapid Transit - Pioneer Parkway Corridor	-	-	-	-	-	(3,000,000)	(14,000,000)	(14,100,000)	-								
Bus Rapid Transit - Coburg Road Corridor	-	-	-	-	-	-	-	-	-								
Bus Rapid Transit - Next Corridor - Vehicles	-	-	-	-	-	-	-	(7,500,000)	-								
Bus Rapid Transit - Neighborhood Vehicles	-	-	-	-	-	-	-	(1,500,000)	-								
Bus Rapid Transit - Facilities and Technology Projects	(2,064,330)	(1,439,000)	-	(232,000)	(1,948,700)	-	(300,000)	(300,000)	(300,000)								
Springfield Station	(2,000,000)	(5,300,000)	-	-	-	-	-	-	-								
Revenue Rolling Stock - Fixed Route	(8,245,000)	-	-	-	(4,800,000)	-	-	-	-								
Facilities & Passenger Boarding Improvements	(305,000)	(545,000)	(235,000)	(335,000)	(335,000)	(335,000)	(1,200,000)	(9,000,000)	(9,000,000)								
RideSource Facility/Satellite Land Acquisition	(156,000)	(3,902,000)	-	-	-	-	-	(1,200,000)	(1,200,000)								
Other Capital Projects	(768,090)	(1,241,400)	(1,233,500)	(701,400)	(651,100)	(616,000)	(661,900)	(661,900)	(661,900)								
Total Capital Requirements	(18,769,420)	(22,150,200)	(14,933,700)	(2,273,400)	(8,764,800)	(5,006,000)	(17,216,900)	(35,361,900)	(12,261,900)								
Debt Service	Expenses Related to Debt Financing	-	-	(300,000)	-	-	-	-	(300,000)	(300,000)							
	Debt Service Requirements (from Formula Funds)	-	-	-	(320,240)	(640,500)	(640,500)	(640,500)	(640,500)	(1,503,800)							
	Debt Service Requirements (Local Cash Match)	-	-	-	(80,060)	(160,100)	(160,100)	(160,100)	(160,100)	(375,900)							
Total Debt Service Requirements	-	-	(300,000)	(400,300)	(800,600)	(800,600)	(800,600)	(800,600)	(1,100,600)	(2,179,700)							
Net Operating Revenues (Requirements) in Capital Fund	(5,301,775)	(5,217,680)	(2,084,740)	3,836,960	(2,763,040)	3,300,685	(2,105,660)	(3,884,660)	569,520								
Resulting Ending Working Capital - General Fund	7,925,770	7,423,990	5,203,320	3,068,070	3,088,430	2,998,990	3,016,840	3,067,140	3,050,320								
Resulting Ending Working Capital - Capital Fund	9,898,725	4,681,045	2,596,305	6,433,265	3,670,225	6,970,910	4,865,250	980,590	1,550,110								
Resulting Ending Working Capital - Combined	17,824,495	12,105,035	7,799,625	9,501,335	6,758,655	9,969,900	7,882,090	4,047,730	4,600,430								
Total Debt (Principle and Interest) Outstanding at End of Year	\$ -	\$ -	\$ 9,607,200	\$ 9,206,900	\$ 8,406,300	\$ 7,605,700	\$ 6,805,100	\$ 18,953,700	\$ 32,023,200								
Annual Debt Service as a % of Estimated Annual Payroll Tax Revenues	0.0%	0.0%	0.0%	2.3%	4.5%	4.3%	4.1%	4.0%	8.9%								
Federal Formula (5307) Available for Future Periods	\$ (2,111,605)	\$ (3,809,365)	\$ (772,965)	\$ (3,014,165)	\$ 402,075	\$ 3,049,595	\$ 4,661,115	\$ 6,809,355	\$ 152,190								
Remaining Federal Formula (5307) Apportionment Match (local share) Already Spent																	



**Lane Transit District
Capital Improvements**

		FY 03-04 Year One	FY 04-05 Year Two
BRT	Planning - STIP Grant Funding	200,000	200,000
	Planning - Formula (5307) Funding	700,000	780,000
	Buildout - Downtown Eugene to Downtown Springfield Corridor	8,822,800	5,885,200
	Buildout - Pioneer Parkway Corridor		
	Buildout - Coburg Corridor		
	BRT Vehicles		6,600,000
	Neighborhood Buses		
	Facility Expansion - Fleet	850,000	
	BRT Fare Management	487,000	
	Fixed-Route System Fare Management		
Automated Traveler Information System			
Radio Infrastructure Improvements	102,000		
BRT Station Security Cameras			
	Total BRT	11,161,800	13,465,200
Springfield Station	Springfield Station	5,300,000	
	Total Springfield Station	5,300,000	-
Revenue Vehicles	Replacement Buses	-	
	Total Revenue Vehicles	-	-
Passenger Boarding Improvements/ Facilities	PBI	200,000	190,000
	RideSource Facility	3,902,000	
	Thurston Station	300,000	
	Miscellaneous Facilities Improvements	45,000	45,000
	Total PBI / Facilities	4,447,000	235,000



**Lane Transit L
Capital Improvemen**

		FY 03-04 Year One	FY 04-05 Year Two
Hardware/ Software	General Software Upgrades	35,000	65,000
	Miscellaneous Hardware	62,000	79,700
	Document Management	67,900	
	Storage Array Network		73,000
	2nd Tape Subsystem		
	Total Hardware/Software	164,900	217,700
Intelligent Transportation Systems	Miscellaneous Transit Priority	200,000	100,000
	Total Intelligent Transportation Systems	200,000	100,000
Bus-Related Equipment	Destination Sign Replacement	207,500	420,000
	Total Bus-Related Equipment	207,500	420,000
Miscellaneous Equipment	Miscellaneous Office Equipment	40,000	40,000
	Copiers	84,500	
	Total Miscellaneous Equipment	124,500	40,000
Communications	Telephone Equipment	-	129,300
	Total Communications Equipment	-	129,300
Shop Equipment	Shop Equipment Replacement	19,500	15,000
	Total Shop Equipment	19,500	15,000
Support Vehicles	Support Vehicles	60,000	40,000
	Total Support Vehicles	60,000	40,000
STF Vehicles	STF Vehicles	465,000	271,500
	Total STF Vehicles	465,000	271,500
	Commuter Solutions	210,000	210,000
	Engine Kits/Misc. Parts	285,000	290,000
TOTAL PROJECT EXPENDITURES		22,645,200	15,433,700



**Lane Transit District
Capital Improvement**

		FY 03-04 Year One	FY 04-05 Year Two
DEBT SERVICE	Debt Issuance Costs		300,000
	Debt Service on Jan. 5 Issue for \$6.6 Million BRT Vehicles	-	
	Debt Service on FY 09-10 Issue for Replacement Buses		
	Total Debt Service	-	300,000
	GRAND TOTAL Including Debt Service	22,645,200	15,733,700
Statistics	Total Debt (Principle and Interest) Outstanding at end of year		9,607,199
	Debt Service as a % of Estimated Payroll Tax Revenues	0.0%	0.0%
	Federal Formula (5307) Available for Future Periods	(2,111,605)	(3,809,365)
	Remaining Formula (5307) Apportionment Local Match Spent		



**Lane Transit L
Capital Improvemen**

		FY 03-04 Year One	FY 04-05 Year Two
Project Funding by Funding Source			
Grant Funding - Federal	Federal Formula - 5307	4,922,960	6,289,760
	From 5307 - Grant Paid Parts	228,000	232,000
	5309 BRT Grant	5,545,760	
	Springfield Station from STIP	-	
	5309 Springfield Station	3,066,400	
	United Front Requests	1,173,600	
	New Starts/Next Phase BRT Funding		
Grant Funding - State	RideSource Facility from State of Oregon	1,889,980	-
	STF Capital Grants from State of Oregon	417,240	243,620
Grant Funding - STP	From STP Allocation	179,460	179,460
	From STP Allocation - TDM	188,430	188,430
		17,611,830	7,133,270
Debt Issuance	Debt Issuance	-	6,900,000
Local Funding			
-- From Cash Reserves	Local	993,000	-
	Federal Formula - 5307	1,230,740	1,572,440
	From STP Allocation	20,540	20,540
	5309 BRT Pilot Grant	1,386,440	
	5309 Springfield Station	766,600	
	United Front Requests	293,400	
	New Starts/Next Phase BRT Funding		-
		4,690,720	1,592,980
-- From Other Local Sources	Non-LTD Local Share of New Starts/Next Phase BRT Funding		-



**Lane Transit District
Capital Improvement**

		FY 03-04 Year One	FY 04-05 Year Two
		-	-
-- From Operations	From 5307 - Grant Paid Parts	57,000	58,000
	From STP Allocation - TDM	21,570	21,570
		<u>78,570</u>	<u>79,570</u>
-- From STF Operations	RideSource Facility from STF Funds	216,320	
	STF Capital Grants from State of Oregon	47,760	27,880
		<u>22,645,200</u>	<u>15,733,700</u>



**Lane Transit L
Capital Improvemen**

	FY 03-04 Year One	FY 04-05 Year Two
Federal Formula - 5307		
Available from Previous Years	(1,584,645)	(2,111,605)
Current Year Appropriation	4,624,000	4,824,000
Commitment for Current Year	(5,150,960)	(6,521,760)
Available for Next Year	<u>(2,111,605)</u>	<u>(3,809,365)</u>
Local Match Needed for Remaining Apportionment		

Cash Reserves - Capital Account		
Balance - Beginning of Year	9,898,725	4,681,045
Cash In - Transfer from Operations	-	1,206,000
Cash Out - Local Funds and Capital Match	(4,690,720)	(1,592,980)
Short-term Borrowing (internal)	(2,111,605)	(3,809,365)
Short-term Borrowing (paid back)	1,584,645	2,111,605
Balance - End of Year	<u>4,681,045</u>	<u>2,596,305</u>

**District
ts Program**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
200,000	200,000	200,000	200,000	200,000	200,000	1,600,000
805,000	830,000	855,000	855,000	900,000	900,000	6,625,000
						14,708,000
		3,000,000	14,000,000	14,100,000		31,100,000
				7,500,000		14,100,000
				1,500,000		1,500,000
						850,000
						487,000
202,000	1,108,500		300,000	300,000	300,000	1,108,500
	840,200					1,102,000
						942,200
30,000						30,000
1,237,000	2,978,700	4,055,000	15,355,000	24,500,000	1,400,000	74,152,700
						5,300,000
-	-	-	-	-	-	5,300,000
	4,800,000			9,000,000	9,000,000	22,800,000
-	4,800,000	-	-	9,000,000	9,000,000	22,800,000
290,000	290,000	290,000	500,000	500,000	500,000	2,760,000
						3,902,000
						300,000
45,000	45,000	45,000	700,000	700,000	700,000	2,325,000
335,000	335,000	335,000	1,200,000	1,200,000	1,200,000	9,287,000

**District
 ts Program**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
35,000	47,500	35,000	35,000	35,000	35,000	322,500
64,100	79,700	64,100	65,000	65,000	65,000	544,600
						67,900
						73,000
50,000						50,000
149,100	127,200	99,100	100,000	100,000	100,000	1,058,000
100,000	100,000	100,000	100,000	100,000	100,000	900,000
100,000	100,000	100,000	100,000	100,000	100,000	900,000
-						627,500
-	-	-	-	-	-	627,500
40,000	40,000	40,000	40,000	40,000	40,000	320,000
						84,500
40,000	40,000	40,000	40,000	40,000	40,000	404,500
98,100						227,400
98,100	-	-	-	-	-	227,400
15,000	15,000	15,000	20,000	20,000	20,000	139,500
15,000	15,000	15,000	20,000	20,000	20,000	139,500
	40,000		40,000	40,000	40,000	260,000
-	40,000	-	40,000	40,000	40,000	260,000
299,200	328,900	361,900	361,900	361,900	361,900	2,812,200
299,200	328,900	361,900	361,900	361,900	361,900	2,812,200
210,000	210,000	210,000	210,000	210,000	210,000	1,680,000
310,000	295,000	265,000	265,000	265,000	265,000	2,240,000
2,793,400	9,269,800	5,481,000	17,691,900	35,836,900	12,736,900	121,888,800

**District
 ts Program**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
400,300	800,600	800,600	800,600	300,000 800,600	300,000 800,600	900,000 4,403,300
400,300	800,600	800,600	800,600	1,100,600	2,179,700	6,382,400
3,193,700	10,070,400	6,281,600	18,492,500	36,937,500	14,916,600	128,271,200
9,206,898	8,406,296	7,605,694	6,805,090	18,953,687	30,023,183	
2.3%	4.5%	4.3%	4.1%	4.0%	8.9%	
(772,965)	(3,014,165)	402,075	3,049,595	4,661,115	6,809,355	

**District
 ts Program**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
1,739,600	7,229,200	1,795,760	2,764,480	4,000,480	3,663,760	32,406,000
248,000	236,000	212,000	212,000	212,000	212,000	1,792,000
						5,545,760
						-
						3,066,400
						1,173,600
		1,800,000	8,400,000	12,960,000		23,160,000
-	-	-	-	-	-	1,889,980
268,470	295,120	324,730	324,730	324,730	324,730	2,523,370
179,460	179,460	179,460	179,460	179,460	179,460	1,435,680
188,430	188,430	188,430	188,430	188,430	188,430	1,507,440
<u>2,623,960</u>	<u>8,128,210</u>	<u>4,500,380</u>	<u>12,069,100</u>	<u>17,865,100</u>	<u>4,568,380</u>	<u>74,500,230</u>
-	-	-	-	9,300,000	9,300,000	25,500,000
-	-	-	-	-	-	993,000
434,900	1,807,300	448,940	691,120	1,000,120	915,940	8,101,500
20,540	20,540	20,540	20,540	20,540	20,540	164,320
						1,386,440
						766,600
						293,400
		600,000	2,800,000	4,320,000		7,720,000
<u>455,440</u>	<u>1,827,840</u>	<u>1,069,480</u>	<u>3,511,660</u>	<u>5,340,660</u>	<u>936,480</u>	<u>19,425,260</u>
		600,000	2,800,000	4,320,000		7,720,000

**District
 Arts Program**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
-	-	600,000	2,800,000	4,320,000	-	7,720,000
62,000	59,000	53,000	53,000	53,000	53,000	448,000
21,570	21,570	21,570	21,570	21,570	21,570	172,560
83,570	80,570	74,570	74,570	74,570	74,570	620,560
						216,320
30,730	33,780	37,170	37,170	37,170	37,170	288,830
<u>3,193,700</u>	<u>10,070,400</u>	<u>6,281,600</u>	<u>18,492,500</u>	<u>36,937,500</u>	<u>14,916,600</u>	<u>128,271,200</u>

**District
Programs**

FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
(3,809,365)	(772,965)	(3,014,165)	402,075	3,049,595	4,661,115	
5,024,000	5,224,000	5,424,000	5,624,000	5,824,000	6,024,000	42,592,000
(1,987,600)	(7,465,200)	(2,007,760)	(2,976,480)	(4,212,480)	(3,875,760)	(34,198,000)
<u>(772,965)</u>	<u>(3,014,165)</u>	<u>402,075</u>	<u>3,049,595</u>	<u>4,661,115</u>	<u>6,809,355</u>	<u>8,394,000</u>
		100,500	762,400	1,165,300	1,702,300	
2,596,305	6,433,265	3,670,225	6,970,910	4,865,250	980,590	
1,256,000	1,306,000	1,356,000	1,406,000	1,456,000	1,506,000	9,492,000
(455,440)	(1,827,840)	(1,069,480)	(3,511,660)	(5,340,660)	(936,480)	
(772,965)	(3,014,165)					
3,809,365	772,965	3,014,165	-	-	-	
<u>6,433,265</u>	<u>3,670,225</u>	<u>6,970,910</u>	<u>4,865,250</u>	<u>980,590</u>	<u>1,550,110</u>	

Lane Transit District
CAPITAL PROJECTS SUMMARY - Board Summary June 18, 2003

		FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five
1	Project Categories						
2							
3	BRT						
4	Planning - STIP Grant Funding	200,000	200,000	200,000	200,000	200,000	200,000
5	Planning - Local Funding	-	-	-	-	-	-
6	Planning - 5307	531,000	700,000	780,000	805,000	830,000	855,000
7	Right-of-Way Acquisition	-	-	-	-	-	-
8	Build out - Initial Corridor	2,400,000	6,932,200	-	-	-	-
9			1,890,600	5,885,200			
10	Build out - Pioneer Parkway Corridor				-	-	3,000,000
11	Build out - Coburg Corridor						
12	BRT Buses	100,000		6,600,000			
13	Neighborhood Vehicles						
14	Facility Expansion - Fleet	350,000	50,000				
15			800,000				
16	BRT Fare Management	15,000	487,000				
17	FRS Fare Management					1,108,500	
18	Automated Traveler Information System	-			202,000		
19	AVL/APC	1,649,330					
20	Radio Infrastructure Improvements		102,000			840,200	
21	BRT Station Security Cameras				30,000		
22	Six-post Hoist	50,000	-				
23							
24		5,295,330	11,161,800	13,465,200	1,237,000	2,978,700	4,055,000
25							
26	Springfield Station						
27	Springfield Station	846,000	-				
28		1,154,000	3,833,000				
29			1,467,000				
30							
31		2,000,000	5,300,000	-	-	-	-
32							
33	Revenue Vehicles						
34	Breeze I Buses						
35	Replacement Buses	8,245,000				4,800,000	
36	Breeze II Buses						
37		8,245,000	-	-	-	4,800,000	-
38							
39	Passenger Boarding Improvements/Facilities						
40	PBI	180,000	200,000	190,000	290,000	290,000	290,000
41	RideSource Facility	156,000	1,983,700				
42			122,600				
43			1,002,700				
44			793,000				
45	Thurston Station		300,000				
46	Fairgrounds Park & Ride						
47	Park & Ride Development						
48	Facility Security	80,000	-				
49	Miscellaneous Facilities Improvements	45,000	45,000	45,000	45,000	45,000	45,000
50							
51		461,000	4,447,000	235,000	335,000	335,000	335,000
52							
53	Hardware/Software						
54	General Software Upgrades	85,500	35,000	65,000	35,000	47,500	35,000
55	Miscellaneous Hardware	45,000	62,000	79,700	64,100	79,700	64,100
56	Internet Connection	56,420					
57	Laptop PCs	6,300					
58	Graphics Workstations	10,800					
59	Wireless Network Expansion	26,200					
60	Guest Services Automation						
61	Document Management		67,900				
62	Storage Array Network			73,000			
63	2nd Tape Subsystem				50,000		
64		230,220	164,900	217,700	149,100	127,200	99,100
65							
66	Intelligent Transportation Systems						
67	Miscellaneous Transit Priority	-	200,000	100,000	100,000	100,000	100,000
68		-	200,000	100,000	100,000	100,000	100,000
69							
70	Bus-Related Equipment						
71	Bus Camera Retrofit	130,000					
72	Destination Sign Replacement	-	207,500	420,000	-	-	-
73		130,000	207,500	420,000	-	-	-
74							
75	Miscellaneous Equipment						
76	Miscellaneous Office Equipment	20,000	40,000	40,000	40,000	40,000	40,000
77	Copiers		84,500				
78		20,000	124,500	40,000	40,000	40,000	40,000
79							
80	Communications						
81	Telephone Equipment	-		129,300	98,100		
82		-	-	129,300	98,100	-	-
83							
84							
85							
86							

Lane Transit District
CAPITAL PROJECTS SUMMARY - Board Summary June 18, 2003

		FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five
87	Shop Equipment						
88	Shop Equipment Replacement	15,000	19,500	15,000	15,000	15,000	15,000
89	Miscellaneous Tools for Facilities	10,000					
90		25,000	19,500	15,000	15,000	15,000	15,000
91	Support Vehicles						
92	Support Vehicles	-	60,000	40,000		40,000	
93		-					
94		-	60,000	40,000	-	40,000	-
95	STF Vehicles						
96	STF Vehicles	362,870	465,000	271,500	299,200	328,900	361,900
97	STF Projects						
98		362,870	465,000	271,500	299,200	328,900	361,900
99	Commuter Solutions						
100		209,000	210,000	210,000	210,000	210,000	210,000
101		209,000	210,000	210,000	210,000	210,000	210,000
102	Engine Kits/Misc. Parts						
103		360,000	285,000	290,000	310,000	295,000	265,000
104		360,000	285,000	290,000	310,000	295,000	265,000
105	TOTAL PROJECT EXPENDITURES	17,338,420	22,645,200	15,433,700	2,793,400	9,269,800	5,481,000
106							
107	DEBT SERVICE						
108	Debt Issuance Costs			300,000	-	-	-
109	Debt Service on FY02-03 Issue - 18 low-floor, 5 artic		-	-			
110	Debt Service on FY04-05 Issue - BRT buses				400,300	800,600	800,600
111	Debt Service on FY06-07 Issue - replacement buses						
112	Debt Service on FY07-08 Issue - neighborhood buses						
113	Debt Service on FY09-10 Issue - replacement buses						
114	Debt Service on FY10-11 Issue - replacement buses						
115	RideSource/Satellite Land Acquisition						
116		-	-	300,000	400,300	800,600	800,600
117	GRAND TOTAL Including debt service	17,338,420	22,645,200	15,733,700	3,193,700	10,070,400	6,281,600
118							
	Total Debt (Principle and Interest) Outstanding at end of year		-	9,607,199	9,206,898	8,406,296	7,605,694
	Debt Service as a % of Estimated Payroll Tax Revenues		0.0%	0.0%	2.3%	4.5%	4.3%
	Federal Formula (5307) Available for Future Periods		(2,111,605)	(3,809,365)	(772,965)	(3,014,165)	402,075
	Remaining Formula (5307) apportionment match spent						

Lane Transit District
CAPITAL PROJECTS SUMMARY - Board Summary June 18, 2003

		FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08
		Current Yr	Year One	Year Two	Year Three	Year Four	Year Five
		Estimate					
1	Project Funding by Funding Source						
2	Grant Funding						
3	-- Federal						
	Federal Formula - 5307	8,751,640	4,922,960	6,289,760	1,739,600	7,229,200	1,795,760
4	From 5307 - grant paid parts	288,000	228,000	232,000	248,000	236,000	212,000
5							
6	5309 BRT Grant	1,920,000	5,545,760	-	-	-	-
7	Springfield Station from STIP	759,120	-	-	-	-	-
8	5309 Springfield Station	923,200	3,066,400	-	-	-	-
9	United Front Requests	-	1,173,600	-	-	-	-
10	New Starts/Next Phase BRT Funding						1,800,000
11							
12	-- State						
	RideSource Facility from State of Oregon	139,979	1,889,980	-	-	-	-
13	STF Capital Grants from State of Oregon	325,600	417,240	243,620	268,470	295,120	324,730
14							
15	-- STP						
	From STP Allocation	179,460	179,460	179,460	179,460	179,460	179,460
16	From STP Allocation - TDM	187,540	188,430	188,430	188,430	188,430	188,430
17		13,474,539	17,611,830	7,133,270	2,623,960	8,128,210	4,500,380
18							
19							
20	Debt Issuance						
	Debt Issuance	-	-	6,900,000	-	-	-
21							
22							
23	Local Funding						
24	-- From Cash Reserves						
	Local	711,000	993,000	-	-	-	-
25	Federal Formula - 5307	2,187,910	1,230,740	1,572,440	434,900	1,807,300	448,940
26	From STP Allocation	20,540	20,540	20,540	20,540	20,540	20,540
27							
28	5309 BRT Pilot Grant	480,000	1,386,440	-	-	-	-
29	Springfield Station from STIP	86,880	-	-	-	-	-
30	5309 Springfield Station	230,800	766,600	-	-	-	-
31	United Front Requests	-	293,400	-	-	-	-
32	New Starts/Next Phase BRT Funding						600,000
33	Borrowed from Pioneer Parkway other local sources						
34		3,717,130	4,690,720	1,592,980	455,440	1,827,840	1,069,480
35							
36	-- From Other Local Sources: Non-LTD Local Share of New Starts/Next Phase BRT funding						600,000
37	Borrowed from Pioneer Parkway other local sources						
38							600,000
39							
40	-- From Operations						
	From 5307 - Grant Paid Parts	72,000	57,000	58,000	62,000	59,000	53,000
41	From STP Allocation - TDM	21,460	21,570	21,570	21,570	21,570	21,570
42		93,460	78,570	79,570	83,570	80,570	74,570
43							
44	-- From STF Operations						
	RideSource Facility from STF funds	16,021	216,320	-	-	-	-
45	STF Capital Grants from State of Oregon	37,270	47,760	27,880	30,730	33,780	37,170
46							
47		17,338,420	22,645,200	15,733,700	3,193,700	10,070,400	6,281,600
48							
49							
80							
81	Federal Formula - 5307 Summary						
82	Available from Previous Years	3,315,995	(1,584,645)	(2,111,605)	(3,809,365)	(772,965)	(3,014,165)
83	Current Year Appropriation	4,139,000	4,624,000	4,824,000	5,024,000	5,224,000	5,424,000
84	Commitment for Current Year	(9,039,640)	(5,150,960)	(6,521,760)	(1,987,600)	(7,465,200)	(2,007,760)
85	Available for Next Year	(1,584,645)	(2,111,605)	(3,809,365)	(772,965)	(3,014,165)	402,075
86							
87	Local Match needed for remaining apportionment						100,500
88							
89							
90							
91	Cash Reserves - Capital Account						
92							
93	Balance - Beginning of Year	15,200,500	9,898,725	4,681,045	2,596,305	6,433,265	3,670,225
94							
95	Cash In - Transfer from Operations	-	-	1,206,000	1,256,000	1,306,000	1,356,000
96	Cash Out - Local Funds and Capital Match	(3,717,130)	(4,690,720)	(1,592,980)	(455,440)	(1,827,840)	(1,069,480)
97							
98	SHORT TERM CASH BORROWING internal	(1,584,645)	(2,111,605)	(3,809,365)	(772,965)	(3,014,165)	
99	SHORT TERM CASH BORROWING paid back		1,584,645	2,111,605	3,809,365	772,965	3,014,165
100							
101							
102	Balance - End of Year	9,898,725	4,681,045	2,596,305	6,433,265	3,670,225	6,970,910
103							
104	Remaining Formula (5307) apportionment match spent						
105							

FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
200,000	200,000	200,000	1,600,000
			-
855,000	900,000	900,000	6,625,000
			-
			6,932,200
			7,775,800
			-
14,000,000	14,100,000	-	31,100,000
			-
	7,500,000		14,100,000
	1,500,000		1,500,000
			50,000
			800,000
			487,000
			1,108,500
300,000	300,000	300,000	1,102,000
			942,200
			30,000
			-
15,355,000	24,500,000	1,400,000	74,152,700
			-
			3,833,000
			1,467,000
			-
-	-	-	5,300,000
			-
	9,000,000	9,000,000	22,800,000
-	9,000,000	9,000,000	22,800,000
500,000	500,000	500,000	2,760,000
			1,983,700
			122,600
			1,002,700
			793,000
			300,000
			-
			-
1,000,000	1,000,000	1,000,000	3,225,000
1,500,000	1,500,000	1,500,000	10,187,000
			217,500
			349,600
			-
			-
			67,900
			73,000
			50,000
-	-	-	758,000
			600,000
-	-	-	600,000
			627,500
-	-	-	627,500
			200,000
			84,500
-	-	-	284,500
			227,400
-	-	-	227,400

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FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
			79,500
-	-	-	79,500
			140,000
-	-	-	140,000
361,900	361,900	361,900	2,812,200
361,900	361,900	361,900	2,812,200
210,000	210,000	210,000	1,680,000
210,000	210,000	210,000	1,680,000
265,000	265,000	265,000	2,240,000
265,000	265,000	265,000	2,240,000
17,691,900	35,836,900	12,736,900	121,888,800
	300,000	300,000	900,000
-	-	-	-
800,600	800,600	800,600	4,403,300
		-	-
		1,079,100	1,079,100
800,600	1,100,600	2,179,700	6,382,400
18,492,500	36,937,500	14,916,600	128,271,200
			128,271,200
6,805,090	18,953,687	30,023,183	
4.1%	4.0%	8.9%	
3,049,595	4,661,115	6,809,355	
-	184,710	152,190	

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FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
2,764,480	4,000,480	3,663,760	32,406,000
212,000	212,000	212,000	1,792,000
-	-	-	5,545,760
-	-	-	-
-	-	-	3,066,400
-	-	-	1,173,600
8,400,000	12,960,000	-	23,160,000
-	-	-	1,889,980
324,730	324,730	324,730	2,523,370
179,460	179,460	179,460	1,435,680
188,430	188,430	188,430	1,507,440
12,069,100	17,865,100	4,568,380	74,500,230
-	9,300,000	9,300,000	25,500,000
-	-	-	993,000
691,120	1,000,120	915,940	8,101,500
20,540	20,540	20,540	164,320
-	-	-	1,386,440
-	-	-	-
-	-	-	766,600
-	-	-	293,400
2,800,000	4,320,000	-	7,720,000
-	-	-	-
3,511,660	5,340,660	936,480	19,425,260
2,800,000	4,320,000	-	7,720,000
-	-	-	-
2,800,000	4,320,000	-	7,720,000
53,000	53,000	53,000	448,000
21,570	21,570	21,570	172,560
74,570	74,570	74,570	620,560
-	-	-	216,320
37,170	37,170	37,170	288,830
18,492,500	36,937,500	14,916,600	128,271,200
-	-	-	-
402,075	3,049,595	4,661,115	
5,624,000	5,824,000	6,024,000	
(2,976,480)	(4,212,480)	(3,875,760)	
3,049,595	4,661,115	6,809,355	
762,400	1,165,300	1,702,300	
6,970,910	4,865,250	980,590	
1,406,000	1,456,000	1,506,000	
(3,511,660)	(5,340,660)	(936,480)	
-	-	-	
4,865,250	980,590	1,550,110	
	184,710	152,190	

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Lane Transit District -- 05/09/03 Version "A.1.New Flyer
CAPITAL PROJECTS SUMMARY - 5 BRT vehicles at \$2.0 million each
No additional federal funding for vehicles - Spfld Station grant received

Assume 5 BRT vehicles total in \$5.0 million debt financed in Jan 05
 Assume 18 low floor and 5 artics purchased w/ 5307 & short term borro
 Assumes Pioneer Parkway start in year five
 Assumes FRS
 Assumes FY0
 Assumes neig

		FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five
1	Project Categories						
2							
3	BRT Planning - STIP Grant Funding	200,000	200,000	200,000	200,000	200,000	200,000
4	Planning - Local Funding	-					
5	Planning - 5307	531,000	700,000	780,000	805,000	830,000	855,000
6							
7	Right-of-Way Acquisition	-					
8							
9	Build out - Initial Corridor	2,400,000	6,932,200	-			
10			1,890,600	5,885,200			
11							
12	Build out - Pioneer Parkway Corridor				-	-	3,000,000
13	Build out - Coburg Corridor						
14							
15	BRT Buses	100,000		5,000,000			-
16							
17	Neighborhood Vehicles						
18							
19	Facility Expansion - Fleet	350,000	50,000				
20			800,000				
21							
22	BRT Fare Management	15,000	487,000				
23	FRS Fare Management						
24	Automated Traveler Information System	-			-	-	1,108,500
25	AVL/APC	1,649,330			202,000		
26	Radio Infrastructure Improvements		102,000			840,200	
27							
28							
29	BRT Station Security Cameras				30,000		
30	Six-post Hoist	50,000	-				
31							
32		5,295,330	11,161,800	11,865,200	1,237,000	2,978,700	4,055,000
33							
34	Springfield Springfield Station	846,000	-				
35	Station	1,154,000	3,833,000				
36			1,467,000				
37							
38		2,000,000	5,300,000	-	-	-	-
39							
40	Revenue Breeze I Buses						
41	Vehicles Replacement Buses	8,245,000				4,800,000	
42	Breeze II Buses						
43		8,245,000	-	-	-	4,800,000	-
44							
45	Passenger PBI	180,000	100,000	190,000	290,000	290,000	290,000
46	Boarding						
47	Improvements/ RideSource Facility	156,000	1,983,700				
48	Facilities		122,600				
49			1,002,700				
50			793,000				
51							
52	Thurston Station		300,000				
53	Fairgrounds Park & Ride		100,000				
54	Park & Ride Development						
55							
56	Facility Security	80,000	-				
57	Miscellaneous Facilities Improvements	45,000	45,000	45,000	45,000	45,000	45,000
58		-					
59		461,000	4,447,000	235,000	335,000	335,000	335,000
60							
61	Hardware/ General Software Upgrades	85,500	35,000	65,000	35,000	47,500	35,000
62	Software Miscellaneous Hardware	45,000	62,000	79,700	64,100	79,700	64,100
63	Internet Connection	56,420					
64	Laptop PCs	6,300					
65	Graphics Workstations	10,800					
66	Wireless Network Expansion	26,200					
67	Guest Services Automation						
68	Document Management		67,900				
69	Storage Array Network			73,000			
70	2nd Tape Subsystem				50,000		
71		230,220	164,900	217,700	149,100	127,200	99,100
72							
73	Intelligent Miscellaneous Transit Priority	-	200,000	100,000	100,000	100,000	100,000
74	Transportation Systems	-	200,000	100,000	100,000	100,000	100,000
75							
76	Bus-Related Bus Camera Retrofit	130,000					
77	Equipment Destination Sign Replacement	-	207,500	420,000			
78		130,000	207,500	420,000	-	-	-
79							
80	Miscellaneous Miscellaneous Office Equipment	20,000	40,000	40,000	40,000	40,000	40,000
81	Equipment Copiers		84,500				
82		20,000	124,500	40,000	40,000	40,000	40,000

Lane Transit District -- 05/09/03 Version "A.1.New Flyer"
CAPITAL PROJECTS SUMMARY - 5 BRT vehicles at \$2.0 million each
No additional federal funding for vehicles - Spfld Station grant received

Assume 5 BRT vehicles totalin \$5.0 million debt financed in Jan 05
 Assume 18 low floor and 5 artics purchased w/ 5307 & short term borro
 Assumes Pioneer Parkway start in year five
 Assumes FRS
 Assumes FY0
 Assumes neigr

		FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five
83							
84	Communications Telephone Equipment	-		129,300	98,100		
85		-	-	129,300	98,100	-	-
86							
87	Shop Equipment Shop Equipment Replacement	15,000	19,500	15,000	15,000	15,000	15,000
88	Miscellaneous Tools for Facilities	10,000					
89		25,000	19,500	15,000	15,000	15,000	15,000
90							
91	Support Vehicles Support Vehicles	-	60,000	40,000		40,000	
92		-					
93		-	60,000	40,000	-	40,000	-
94							
95	STF Vehicles STF Vehicles	362,870	465,000	271,500	299,200	328,900	361,900
96	and Projects STF Projects						
97		362,870	465,000	271,500	299,200	328,900	361,900
98							
99	Commuter Solutions	209,000	210,000	210,000	210,000	210,000	210,000
100		209,000	210,000	210,000	210,000	210,000	210,000
101							
102	Engine Kits/Misc. Parts	360,000	285,000	290,000	310,000	295,000	265,000
103		360,000	285,000	290,000	310,000	295,000	265,000
104							
105	TOTAL PROJECT EXPENDITURES	17,338,420	22,645,200	13,833,700	2,793,400	9,269,800	5,481,000
106							
107							
108	DEBT SERVICE Debt Issuance Costs			300,000	-	-	-
109	Debt Service on FY02-03 Issue - 18 low-floor, 5 artics		-	-	-	-	-
110	Debt Service on FY04-05 Issue - BRT buses				307,500	615,000	615,000
111	Debt Service on FY06-07 Issue - replacement buses						
112	Debt Service on FY07-08 Issue - neighborhood buses						
113	Debt Service on FY09-10 Issue - replacement buses						
114	Debt Service on FY10-11 Issue - replacement buses						
115	RideSource/Satellite Land Acquisition						
116		-	-	300,000	307,500	615,000	615,000
117	GRAND TOTAL Including debt service	17,338,420	22,645,200	14,133,700	3,100,900	9,884,800	6,096,000
118							

Total Debt (Principle and Interest) Outstanding at end of year	-	7,379,999	7,072,498	6,457,496	5,842,494
Debt Service as a % of Estimated Payroll Tax Revenues	0.0%	0.0%	1.8%	3.4%	3.3%
Federal Formula (5307) Available for Future Periods	(2,111,605)	(3,809,365)	(698,725)	(2,791,445)	773,275

Lane Transit District -- 05/09/03 Version "A.1.New Flyer"
CAPITAL PROJECTS SUMMARY - 5 BRT vehicles at \$2.0 million each
No additional federal funding for vehicles - Spfld Station grant received

Assume 5 BRT vehicles totalin \$5.0 million debt financed in Jan 05
 Assume 18 low floor and 5 artics purchased w/ 5307 & short term borro
 Assumes Pioneer Parkway start in year five
 Assumes FRS
 Assumes FY0
 Assumes neig

	FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five
Resource Summary						
Total Project Funding by Class						
5307 Formula	10,939,550	6,153,700	7,862,200	2,081,700	8,850,900	2,059,100
From 5307 - grant paid parts	360,000	285,000	290,000	310,000	295,000	265,000
5309 BRT Grant	2,400,000	6,932,200	-	-	-	-
Springfield Station from STIP	846,000	-	-	-	-	-
5309 Springfield Station	1,154,000	3,833,000	-	-	-	-
		1,467,000				
United Front Requests	-	-	-	-	-	-
New Starts/Next Phase BRT Funding	-	-	-	-	-	3,000,000
RideSource Facility from State of Oregon	156,000	2,106,300	-	-	-	-
STF Capital Grants from State of Oregon	362,870	465,000	271,500	299,200	328,900	361,900
From STP Allocation	200,000	200,000	200,000	200,000	200,000	200,000
From STP Allocation - TDM	209,000	210,000	210,000	210,000	210,000	210,000
Debt Issuance	-	-	5,300,000	-	-	-
Local	711,000	993,000	-	-	-	-
Borrowed from Pioneer Parkway non-LTD local	-	-	-	-	-	-
	<u>17,338,420</u>	<u>22,645,200</u>	<u>14,133,700</u>	<u>3,100,900</u>	<u>9,884,800</u>	<u>6,096,000</u>
	-	-	-	-	-	-
Project Funding by Funding Source						
Grant Funding						
-- Federal						
Federal Formula - 5307	8,751,640	4,922,960	6,289,760	1,665,360	7,080,720	1,647,280
From 5307 - grant paid parts	288,000	228,000	232,000	248,000	236,000	212,000
5309 BRT Grant	1,920,000	5,545,760	-	-	-	-
Springfield Station from STIP	759,120	-	-	-	-	-
5309 Springfield Station	923,200	3,066,400	-	-	-	-
United Front Requests	-	1,173,600	-	-	-	-
New Starts/Next Phase BRT Funding	-	-	-	-	-	1,800,000
-- State						
RideSource Facility from State of Oregon	139,979	1,889,980	-	-	-	-
STF Capital Grants from State of Oregon	325,600	417,240	243,620	268,470	295,120	324,730
-- STP						
From STP Allocation	179,460	179,460	179,460	179,460	179,460	179,460
From STP Allocation - TDM	187,540	188,430	188,430	188,430	188,430	188,430
	<u>13,474,539</u>	<u>17,611,830</u>	<u>7,133,270</u>	<u>2,549,720</u>	<u>7,979,730</u>	<u>4,351,900</u>
Debt Issuance						
Debt Issuance	-	-	5,300,000	-	-	-
Local Funding						
-- From Cash Reserves Local						
From Cash Reserves Local	711,000	993,000	-	-	-	-
Federal Formula - 5307	2,187,910	1,230,740	1,572,440	416,340	1,770,180	411,820
From STP Allocation	20,540	20,540	20,540	20,540	20,540	20,540
5309 BRT Pilot Grant	480,000	1,386,440	-	-	-	-
Springfield Station from STIP	86,880	-	-	-	-	-
5309 Springfield Station	230,800	766,600	-	-	-	-
United Front Requests	-	293,400	-	-	-	-
New Starts/Next Phase BRT Funding	-	-	-	-	-	600,000
Borrowed from Pioneer Parkway other local sources	-	-	-	-	-	-
	<u>3,717,130</u>	<u>4,690,720</u>	<u>1,592,980</u>	<u>436,880</u>	<u>1,790,720</u>	<u>1,032,360</u>
-- From Other Local So Non-LTD Local Share of New Starts/Next Phase BRT funding						
Borrowed from Pioneer Parkway other local sources	-	-	-	-	-	600,000
						600,000
-- From Operations						
From 5307 - Grant Paid Parts	72,000	57,000	58,000	62,000	59,000	53,000
From STP Allocation - TDM	21,460	21,570	21,570	21,570	21,570	21,570
	<u>93,460</u>	<u>78,570</u>	<u>79,570</u>	<u>83,570</u>	<u>80,570</u>	<u>74,570</u>
-- From STF Operation: RideSource Facility from STF funds						
STF Capital Grants from State of Oregon	16,021	216,320	-	-	-	-
	<u>37,270</u>	<u>47,760</u>	<u>27,880</u>	<u>30,730</u>	<u>33,780</u>	<u>37,170</u>
	<u>17,338,420</u>	<u>22,645,200</u>	<u>14,133,700</u>	<u>3,100,900</u>	<u>9,884,800</u>	<u>6,096,000</u>
	-	-	-	-	-	-
Federal Formula - 530						
Remaining FY2001 Apportionment	756,059					
Remaining FY2002 Apportionment	2,559,936					
FY2003 Apportionment (estimate)	4,139,000					

Lane Transit District -- 05/09/03 Version "A.1.New Flyer"
CAPITAL PROJECTS SUMMARY - 5 BRT vehicles at \$2.0 million each
No additional federal funding for vehicles - Spfld Station grant received

Assume 5 BRT vehicles totalin \$5.0 million debt financed in Jan 05
 Assume 18 low floor and 5 artics purchased w/ 5307 & short term borro
 Assumes Pioneer Parkway start in year five
 Assumes FRS
 Assumes FY0
 Assumes neigr

	FY 02-03 Current Yr Estimate	FY 03-04 Year One	FY 04-05 Year Two	FY 05-06 Year Three	FY 06-07 Year Four	FY 07-08 Year Five	
82	Committed FY2002-2003	(9,039,640)					
83	Available for FY 2003-2004	(1,584,645)	(1,584,645)				
84	FY2004 Apportionment		4,624,000				
85	Committed FY 2003-2004		(5,150,960)				
86	Available for FY 2004-2005		(2,111,605)	(2,111,605)			
87	FY2005 Apportionment			4,824,000			
88	Committed FY 2004-2005			(6,521,760)			
89	Available for FY 2005-2006			(3,809,365)	(3,809,365)		
90	FY2006 Apportionment				5,024,000		
91	Committed FY 2005-2006				(1,913,360)		
92	Available for FY 2006-2007				(698,725)	(698,725)	
93	FY2007 Apportionment					5,224,000	
94	Committed FY 2006-2007				(7,316,720)		
95	Available for FY 2007-2008				(2,791,445)	(2,791,445)	
96	FY2008 Apportionment					5,424,000	
97	Committed FY 2007-2008					(1,859,280)	
98	Available for FY 2008-2009					773,275	
99	FY2007 Apportionment						
100	Committed FY 2008-2009						
101	Available for FY 2009-2010						
102	FY2008 Apportionment						
103	Committed FY 2009-2010						
104	Available for FY 2010-2011						
105	FY2008 Apportionment						
106	Committed FY 2010-11						
107	Available for FY 2011-12						
108	Local Match needed for remaining apportionment						
109							
110							
111	Cash Reserves - Capital Account						
112							
113	Balance - Beginning of Year	15,200,500	9,898,725	4,681,045	2,596,305	6,526,065	3,948,625
114							
115	Cash In - Transfer from Operations	-	-	1,206,000	1,256,000	1,306,000	1,356,000
116	Cash Out - Local Funds and Capital Match	(3,717,130)	(4,690,720)	(1,592,980)	(436,880)	(1,790,720)	(1,032,360)
117							
	SHORT TERM CASH BORROWING internal	(1,584,645)	(2,111,605)	(3,809,365)	(698,725)	(2,791,445)	
	SHORT TERM CASH BORROWING payed back		1,584,645	2,111,605	3,809,365	698,725	2,791,445
118							
119	Cash from sources not yet determined	-					
120	Balance - End of Year	9,898,725	4,681,045	2,596,305	6,526,065	3,948,625	7,063,710
121	Remaining Formula (5307) apportionment match spent						

Fares Management moved from year two to year four
 6-07 replacement buses purchased w/ 5307
 borhood buses moved to year seven

FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
200,000	200,000	200,000	1,600,000
			-
855,000	900,000	900,000	6,625,000
			-
			6,932,200
			7,775,800
			-
14,000,000	14,100,000	-	31,100,000
			-
	7,500,000		12,500,000
			1,500,000
	1,500,000		50,000
			800,000
			487,000
			1,108,500
300,000	300,000	300,000	1,102,000
			942,200
			30,000
			-
15,355,000	24,500,000	1,400,000	72,552,700
			-
			3,833,000
			1,467,000
			-
-	-	-	5,300,000
			9,000,000
	9,000,000	9,000,000	22,800,000
-	9,000,000	9,000,000	22,800,000
500,000	500,000	500,000	2,660,000
			1,983,700
			122,600
			1,002,700
			793,000
			300,000
			100,000
			-
			-
1,000,000	1,000,000	1,000,000	3,225,000
1,500,000	1,500,000	1,500,000	10,187,000
			217,500
			349,600
			-
			67,900
			73,000
			50,000
-	-	-	758,000
			600,000
-	-	-	600,000
			627,500
-	-	-	627,500
			200,000
			84,500
-	-	-	284,500

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Fares Management moved from year two to year four
6-07 replacement buses purchased w/ 5307
 borhood buses moved to year seven

FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total
			227,400
			227,400
			79,500
			79,500
			140,000
			140,000
361,900	361,900	361,900	2,812,200
361,900	361,900	361,900	2,812,200
210,000	210,000	210,000	1,680,000
210,000	210,000	210,000	1,680,000
265,000	265,000	265,000	2,240,000
265,000	265,000	265,000	2,240,000
17,691,900	35,836,900	12,736,900	120,288,800
	300,000	300,000	900,000
-	-	-	-
615,000	615,000	615,000	3,382,500
			-
			-
		1,079,100	1,079,100
			-
615,000	915,000	1,994,100	5,361,600
18,306,900	36,751,900	14,731,000	125,650,400
			125,650,400

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5,227,490 17,561,687 28,816,783
 3.2% 3.0% 8.1%
 3,569,275 5,329,275 7,625,995

Fares Management moved from year two to year four
6-07 replacement buses purchased w/ 5307
 borhood buses moved to year seven

FY 08-09 Year Six	FY 09-10 Year Seven	FY 10-11 Year Eight	Eight Year Total	
			4,624,000	82
			(5,150,960)	83
			4,824,000	84
			(6,521,760)	85
			5,024,000	86
			(1,913,360)	87
			5,224,000	88
			(7,316,720)	89
			5,424,000	90
			(1,859,280)	91
773,275				92
5,624,000			5,624,000	93
(2,828,000)			(2,828,000)	94
3,569,275	3,569,275			95
	5,824,000		5,824,000	96
	(4,064,000)		(4,064,000)	97
	5,329,275	5,329,275		98
		6,024,000	6,024,000	99
		(3,727,280)	(3,727,280)	100
		7,625,995	9,210,640	101
892,300	1,332,300	1,906,500		102
				103
				104
7,063,710	4,995,170	1,147,630		105
1,406,000	1,456,000	1,506,000		106
(3,474,540)	(5,303,540)	(899,360)		107
				108
				109
				110
				111
				112
				113
				114
				115
				116
				117
				118
				119
4,995,170	1,147,630	1,754,270		120
	184,670	152,230		121

Lane Transit District

Debt Service Calculations

	<u>amount to borrow</u>	<u>yrs</u>	<u>int rate.</u>	<u>annual ds</u>	<u>total ds</u>
Debt Service on FY02-03 issue - 18 low-floors, 5 artics	8,545,000	12	0.055	991,500	11,898,000
Debt Service on FY02-03 issue - 18 low-floors	6,150,000	12	0.055	713,600	8,563,200
Debt Service on FY04-05 issue - BRT buses	10,500,000	12	0.055	1,218,300	14,619,600
Debt Service on FY05-06 issue - replacement buses	5,100,000	12	0.055	591,700	7,100,400
Debt Service on FY0 issue - BRT and neighborhood buses		12	0.055	-	-



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MONTHLY DEPARTMENT REPORTS

June 18, 2003

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

STATE

The machinations of politics are a lot more interesting on the national level than at the state level as they relate to transportation. At the Oregon Legislature, the Ways and Means Committee is fixated on the number of full time positions the Department of Transportation (ODOT) should be required to cut and cannot seem to feel certain about how the ODOT budget relates to the bridge reconstruction financing package. This results in the Department's budget being held in subcommittee despite the fact that it has been worked on and reviewed by fiscal staff and the Committee Co-chairs. It appears that all state funding for transportation services for the elderly and people with disabilities will be in that one bill, but how much will come from the state general fund, how much from cigarette taxes, and how much from a photo I.D. card fee is still unclear. What is clear is that the mix of fund sources that support special transportation will be very different in the next biennium, but the total amount should be relatively constant.

The bridge financing measure has not yet been passed by the House Revenue Committee, revealing the deep divisions that exist behind the compromises that were necessary to create the bill in the first place.

It is generally accepted that when everyone at the Legislature – both parties, both chambers, both revenue committees, the ways and means committee, and the governor – all agree on what the size and source of the state budget will be, it takes another two weeks to complete the work. That agreement has not been reached, and it is therefore highly unlikely that adjournment *sine die* will come before July 4. It is likely that if Senate Bill 549, the payroll tax measure, is to pass, it will come very late in the session.

FEDERAL

It is increasingly unlikely that the Congress will be able to reauthorize the surface transportation program this calendar year. The Administration's proposal has been met with such contempt that Members of Congress have developed any number of strategies to build support for a measure that has more money attached to it and maintains current federal/local match ratios. Most recently, Congressman Tom Petri (R-WI), chair of the Highways and

Transit Subcommittee of the House Transportation and Infrastructure Committee, went on a multi-city tour to see projects funded through TEA-21 and to provide a forum for local governments to discuss their needs.

The Chair of the full committee remains at odds with the House Majority Leader over how and at what level to fund the next bill. It is this stand-off that will keep the Congress from reauthorization in this year. It is ironic that the House-proposed funding level (\$375 billion over six years) is \$128 billion larger than that submitted by the Administration (\$247 billion), larger even than the Senate proposal (\$311 billion). The T & I Committee staff continue to work on policy language for the bill, but unless the stalemate over funding breaks soon, there will not be a bill this year.

The hearing on bus rapid transit that previously was scheduled—then cancelled—in May has been rescheduled for June 24. Exhibits and display material are waiting in Washington, D.C., for the LTD general manager. Lane Transit District is the only provider on the panel with the others representing the federal government or policy study groups. This provides a unique opportunity to define BRT for the Senate Banking Committee, the committee that writes the public transportation title of the next authorizing bill.

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services Program Assistant Susan Hekimoglu and I attended the annual Community Transportation Association Conference and Expo in Philadelphia in May. We participated in a National Summit on Transportation Coordination focused on coordinating transportation services offered through the Department of Human Services with those funded through the Federal Transportation Administration. The focus of the summit was to identify barriers to coordination, develop possible solutions, and create an action plan. Following the two-day summit we participated in a variety of workshops with regard to providing ADA-mandated paratransit and rural transit services.

The Special Transportation Advisory Council (STAC) and Accessible Issues Committee (AIC) met on May 27. Members supported the proposed advertising on RideSource vehicles as a means of generating additional revenue for paratransit services. Staff provided an update on the selection of a BRT vehicle. The Committee was most interested in the potential inclusion of three wheelchair locations within the longer vehicle, since guests using wheelchairs experience overloads on the 40-foot buses, with the two stations being in use and a third wheelchair user left waiting. Suggestions included the use of a rear-facing station and/or a space toward the back of the vehicle that was a “self service” or multiuse space that could accommodate a mobility device, bicycles, and/or shopping carts.

The two committees are working on a project to improve the ease and consistency in securing mobility devices on vehicles. With the variety of styles available on the market today, it is becoming more difficult for bus operators to easily identify securement locations on scooters and wheelchairs. Staff will initiate a program to mark preferred securement locations with colored tape in order to make the tie-down process timelier and less stressful both for the operator and for guests who use mobility devices.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

There is no Commuter Solutions report this month. This program's latest project (Smart Ways to School) was presented to the Board at the May meeting.

SERVICE PLANNING AND MARKETING

Andy Vobora, Service Planning and Marketing Manager

Summer bid – Everything is a go for the reduced level of service now that school is out. During the summer, LTD does not operate a number of express and school services that transport many of the school-year commuters.

Fall bid – Work continues on fall service scheduling, while the marketing staff is busy putting together the "Rider's Digest" layout. The run cut has yet to occur, but everything is looking good and staff anticipate that LTD's service efficiency will remain high.

APC/AVL – A lot of staff time has been spent on the Automated Passenger Counter/Automatic Vehicle Location project in recent weeks. Staff are working hard, which is paying off as testing of the passenger counting and automated announcements is going well. A big thanks to the IT staff, who are doing a fantastic job on this project.

Summer events – June 7th was Free Fishing day. Things will really heat up in July, with a number of community service shuttles operating. All planning work is completed for these events and marketing staff have been coordinating sign-making with graphics.

Pacific International Children's Choir Festival (PICCFEST) – LTD will be a sponsor of this year's event. The festival is part of the Bach Festival. LTD will be transporting the choirs to the 5th Street Market on June 28 and 29, and out to area churches on the morning of June 29. Additionally, LTD is providing the Bach Festival with day pass coupons to distribute to low-income children in the community, which will allow the youth an opportunity to hear the choirs perform.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

EMERGENCY PREPAREDNESS DRILL

LTD has been participating in a countywide emergency preparedness group for the past year. LTD was the recipient of a grant to perform some drills around emergency situations that could occur in the area. An emergency drill tentatively is scheduled for October 29, 2004. The scenario will take place at the University of Oregon (UO), most likely at a major event such as a basketball or football game, and will include a simulated chemical or biological attack. Agencies involved in the drill include: the UO, Eugene Police and Fire, Eugene Public Works, Springfield Fire and Life Safety, Springfield Police, McKenzie Willamette Hospital, Sacred Heart Hospital, Lane County Sheriff's Office, and LTD. The purpose of the drill is to test all aspects of the community's ability to respond to a situation where there potentially are hundreds of casualties, and to identify weaknesses in the system.

MAINTENANCE

Ron Berkshire, Director of Maintenance

There is no Maintenance report this month.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

The monthly Finance and Information Technology reports are included elsewhere in the agenda packet.

HUMAN RESOURCES

Ken Hamm, Interim Director of Human Resources

There is no Human Resources report this month.

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GOAL: DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE

Provide high-quality, effective, safe, and reliable service that meets the community's mobility needs.

Short-Term Implementation Strategies:

Strategies	Priority
Install AVL/APC/CAD project within 12 months	Nondiscretionary
Use APC data to provide route segment and stop level analysis	Nondiscretionary
Develop RideSource Efficiency & Productivity Standards	Nondiscretionary
Construct RideSource facility	Nondiscretionary
Develop staff training plan for technology implementation	Nondiscretionary
Develop and implement a facility plan	Nondiscretionary
Improve efficiency of fixed-route system	Nondiscretionary
Expand plan to optimize fleet composition consistent with our service goal	Nondiscretionary
Maintain service level at current level for FY 2003-04	Nondiscretionary
Maintain special events service	Nondiscretionary
Review and refine productivity goals and standards	High
Pursue signal priority to service outside of BRT	High

Long-Term Implementation Strategies:

- Update plan that optimizes fleet composition consistent with our service goal
- Pursue signal priority to service outside of BRT

Performance Measures:

- Annual person-trips
- Trips per service hour
- Percentage of households within one-quarter mile of bus stop
- Service hours per capita
- On-time performance (bus no more than 4 minutes late)
- Percentage of missed trips
- Accident rates per 100,000 miles
- Customer service form complaints per 100,000 passengers
- Good to excellent ratings on rider surveys

GOAL: DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE

Provide high-quality, convenient service that attracts new riders, including those who have access to an automobile, in order to help the community meet its current and future transportation needs. Bus rapid transit (BRT) is a key innovative transit strategy that is intended to increase the transit mode share, particularly on congested corridors.

Short-Term Implementation Strategies:

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Strategy	Priority
Implement BRT <ul style="list-style-type: none"> • Complete BRT Phase 1 • Complete acquisition of appropriate BRT vehicle • Develop real-time passenger information system • Develop and implement fare collection for BRT • Develop a preventive and corrective maintenance plan for BRT • Develop and implement a public relations and marketing plan for BRT construction and service introduction • Collect baseline data for BRT Phase 1 prior to service implementation 	Nondiscretionary
Complete construction of Springfield Station within specified timeline	Nondiscretionary
Complete expansion of the Maintenance building within specified timeline	Nondiscretionary
Pursue joint development options for Springfield Station within specified timeline	Nondiscretionary
Develop seamless system integration with BRT	Nondiscretionary
Support nodal development and transit-oriented land uses	Nondiscretionary
Integrate transit planning with nodal development and other metropolitan planning	Nondiscretionary
Track TransPlan Performance Measures for TDM and transit	Nondiscretionary
Integrate transit planning with planning for other transportation modes	Nondiscretionary
Develop a policy framework for joint development	Nondiscretionary
Obtain all environmental and political approvals for Pioneer Parkway BRT Corridor	High
Obtain all environmental and political approvals for next Eugene BRT Corridor	Medium
Pursue real-time passenger information to service outside of BRT	Low
Implement independent telephone services	Low

Long-Term Implementation Strategies:

- Expand the BRT system with additional corridors
- Reshape service system with BRT system expansion
- Pursue real-time passenger information to service outside of BRT
- Transition to hybrid-electric or fuel cell technology for all the fleet
- Explore new types of services for future implementation

Performance Measures:

- Average weekday person-trips
- Percentage of “choice” riders (those who have a transportation alternative)
- Peak-hour modal split on major transportation corridors
- Percent of major corridors with 10-minute service frequency
- Good to excellent ratings on rider surveys
- Good to excellent ratings on community surveys
- Track TransPlan performance measures for Transportation Demand Management and Transit plan elements

GOAL: MAINTAIN LTD'S FISCAL INTEGRITY

A fiscally responsible plan should meet both short- and long-range operational and capital needs within a planning horizon defined by the Long-Range Financial Plan (LRFP). In addition, LTD's ability to obtain advantageous financing for its capital agenda will depend on the quality of the Long-Range Financial Plan. The ability to develop new sources of funding for capital and expand resources for operational support will be critical to LTD's continued success. In addition, LTD will be a prudent and conscientious custodian of public funds.

Short-Term Implementation Strategies:

Strategy	Priority
Complete debt financing for vehicles	Nondiscretionary
Maintain viable Long-Range Financial Plan and Capital Improvements Program (CIP)	Nondiscretionary
Pursue federal funding for capital projects, including BRT system build-out	High
Pursue established and new sources for state and local funding <ul style="list-style-type: none"> • Increase payroll tax rate 	High

Long-Term Implementation Strategies:

- Change state constitution to allow state gas tax dollars to flow to transit
- Explore dedicated sales (excise) tax on cars
- Adjust fares to keep pace with inflation
- Seek federal funds through annual appropriation process
- Increase percentage of state funding programming/options
- Continue to explore local funding options
- Maintain five-year window of a 20-year LRFP
- Continue debt-financing of vehicles and capital projects
- Continue advocating for regional coordinated investment strategy to maximize benefit of state and federal dollars coming into region
- Maintain unqualified annual independent audits, triennial FTA reviews, and NTD audits with minimal or no findings, and qualify for the GFOA reporting excellence award annually

Performance Measures:

- Cost per trip
- Cost per service hour
- Farebox to operating cost ratio
- Percent of operating cost allocated to direct service provision
- Maintenance of minimum operating reserves
- Unqualified annual audit
- Debt-standard (to be defined)

GOAL: PROVIDE PROGRESSIVE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS

Success is more readily achieved when there are partners committed to the same goal. In Oregon, where the road fund is limited in both scope and amount, promoting investment decisions to benefit travel modes beyond the automobile is a significant transportation agenda.

Short-Term Implementation Strategies:

Strategy	Priority
Provide community leadership in developing multi-modal transportation solutions <ul style="list-style-type: none"> • Maximize opportunities and relationships created through TMA transition • Provide consistent leadership and participation at Metropolitan Policy Committee • Utilize all available forums for LTD participation in community transportation planning (e.g., Region 2050, Eugene's Downtown to the River, etc.) 	Nondiscretionary
Strengthen partnerships with government agencies <ul style="list-style-type: none"> • FTA Region X • State and local governments, ODOT • Legislative agenda (payroll tax, etc.) 	Nondiscretionary
Create a more visible role for Board in the community	Nondiscretionary
Increase LTD profile/involvement in community activities	Nondiscretionary
Increase effective participation in long-range land use and transportation planning	Nondiscretionary
Build new partnerships/allies in FTA D.C. office and congressional staff offices	Nondiscretionary
Optimize coordinated investment strategies that benefit transit (including local STP programming)	High
Take leadership role in implementing TDM strategies	Medium
Conduct annual or bi-annual Board self-evaluation based on strategic planning goals	Medium
Conduct community attitude and awareness survey	Low

Long-Term Implementation Strategies:

- Develop knowledge of transit benefits through school education programs
- Continue to increase Board profile in the community
- Conduct a community-wide market research survey
- Address changing demographics of community
- Promote partnering with public agencies and community groups
- Continue FTA partnering

Performance Measures:

- Good or excellent ratings on community surveys
- Board member participation on key local committees
- Board member responsiveness to geographic constituents

GOAL: DEVELOP A TEAM ENVIRONMENT

A team environment cultivates a mutual commitment by LTD to its employees, and by employees to the success of LTD. By working together, we share the tasks and the rewards and recognition of the outcomes. We are mutually committed to our goal because we believe in the principles and the values they represent. Our mutual commitment to our strategic purpose and mission helps define us as a team.

Short-Term Implementation Strategies:

Strategy	Priority
Negotiate an appropriate labor contract	Nondiscretionary
Support an active and viable Employee Council	Nondiscretionary
Build a positive relationship with ATU	Nondiscretionary
Define and build TEAM LTD, with the inclusion of the Board of Directors in the TEAM building process	High
Create a dynamic communications and input process	High
Develop a comprehensive employee development program	Low

Long-Term Implementation Strategies:

- Implement dynamic communications process
- Implement comprehensive employee development program
- Maintain a positive relationship with ATU
- Maintain a positive relationship with the Employee Council
- Continue to build TEAM LTD

Performance Measures:

- Percentage of "negative" (unwanted) employee turnover
- Good to excellent rating on employee scorecard
- Measure of formal grievances and arbitration

Draft Strategic Plan 4/15/03

Lane Transit District

(insert LTD Logo)

Draft Strategic Plan

June 18, 2003

EXECUTIVE SUMMARY

In 1997, the Board of Directors of Lane Transit District (LTD) adopted a Strategic Plan that was developed through a comprehensive plan development process. The plan updated the District's mission and goals, and was designed to determine the organization's direction and to focus organizational efforts to achieve the District's mission. The plan endeavored to set a vision for the future that, combined with financial and operational plans, became the road map for achieving LTD's long-term objective of enhancing the community's quality of life.

Since the 1997 plan was adopted, minor changes have been made to the plan, but none since 1998. In 2002, the Board of Directors directed the general manager to update the strategic plan as part of the General Manager's Goals and Objectives for 2002-2003. The District's vision, mission statement, and guiding principles were updated in 2001 and will form the basis for the new Strategic Plan. The 2003 Strategic Plan is based on the development of five goal statements that reflect the District's Mission Statement and Goals. The Board's goal was to create a dynamic plan that was closely tied to the District's short-range financial plan, and reflected the need to implement an aggressive capital agenda during difficult economic times.

Strategic Goal Statements:

- ❖ DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE
- ❖ DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE
- ❖ MAINTAIN LTD'S FISCAL INTEGRITY
- ❖ PROVIDE PROGRESSIVE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS
- ❖ DEVELOP A TEAM ENVIRONMENT

EXECUTIVE SUMMARY (CONTINUED)

For each Goal Statement, a set of short-term implementation strategies was identified and prioritized. Short-term implementation strategies are defined as those that can be completed within the District's two-year capital improvements plan, and are programmed as such in the capital improvements program (CIP). Long-term implementation strategies also were identified for each goal statement as strategies that were a high priority for implementation two to five years from the implementation of the draft strategic plan. Performance measures have been identified for each goal statement. These measures will provide guidelines for developing specific performance indicators to measure LTD's success in achieving the plan goals.

LANE TRANSIT DISTRICT VISION

To be the best transit system in North America

LANE TRANSIT DISTRICT MISSION

Your partner for a livable community

We enhance the community's quality of life by:

- ❖ Delivering reliable public transit service
- ❖ Offering innovative service that reduces dependency on the automobile
- ❖ Providing progressive leadership for the community's transportation needs

LANE TRANSIT DISTRICT CORE VALUES

- ❖ **TEAMWORK** – Working together makes sense. We “team” internally and externally to achieve our mission.
- ❖ **RESPECT** – We are committed to treating everyone with respect and dignity.
- ❖ **HONESTY** – We are credible and reliable, and hold the highest standards of ethical conduct.
- ❖ **INTEGRITY** – We are unshakeable in our integrity and commitment to our Vision, Mission, Values, and Guiding Principles.
- ❖ **ACCOUNTABILITY** – We are accountable for our resources, actions, and outcomes.
- ❖ **TENACITY** – We are persistent in pursuing our important mission.

LANE TRANSIT DISTRICT GUIDING PRINCIPLES

- ❖ **Safety:** People may assume that LTD is safe. We make every effort never to fail them in that responsibility. LTD will have safe employees, practices, equipment, and facilities.
- ❖ **Courtesy:** LTD shall treat all people who come in contact with our organization as our guests. We are sincerely committed to providing comfortable, friendly services.
- ❖ **Efficiency:** We will never stop improving. The LTD Team will continue to find ways to provide innovative transportation solutions while improving productivity and effectively managing public funds. We are deeply committed to delivering efficient services that promote the sustainability of our communities.
- ❖ **Image:** LTD represents the quality of the communities we serve. We have pride in our appearance and demeanor, and create professional facilities and services.

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS

GOAL: DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE

Provide high-quality, effective, safe, and reliable service that meets the community's mobility needs.

Short-Term Implementation Strategies:

Strategies	Priority
Install AVL/APC/CAD project within 12 months	Nondiscretionary
Use APC data to provide route segment and stop level analysis	Nondiscretionary
Develop RideSource Efficiency & Productivity Standards	Nondiscretionary
Construct RideSource facility	Nondiscretionary
Develop staff training plan for technology implementation	Nondiscretionary
Develop and implement a facility plan	Nondiscretionary
Improve efficiency of fixed-route system	Nondiscretionary
Expand plan to optimize fleet composition consistent with our service goal	Nondiscretionary
Maintain service level at current level for FY 2003-04	Nondiscretionary
Maintain special events service	Nondiscretionary
Review and refine productivity goals and standards	High
Pursue signal priority to service outside of BRT	High

Long-Term Implementation Strategies:

- Update plan that optimizes fleet composition consistent with our service goal
- Pursue signal priority to service outside of BRT

Performance Measures:

- Annual person-trips
- Trips per service hour
- Percentage of households within one-quarter mile of bus stop
- Service hours per capita
- On-time performance (bus no more than 4 minutes late)
- Percentage of missed trips
- Accident rates per 100,000 miles
- Customer service form complaints per 100,000 passengers
- Good to excellent ratings on rider surveys

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

GOAL: DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE

Provide high-quality, convenient service that attracts new riders, including those who have access to an automobile, in order to help the community meet its current and future transportation needs. Bus rapid transit (BRT) is a key innovative transit strategy that is intended to increase the transit mode share, particularly on congested corridors.

Short-Term Implementation Strategies:

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Strategy	Priority
Implement BRT <ul style="list-style-type: none"> • Complete BRT Phase 1 • Complete acquisition of appropriate BRT vehicle • Develop real-time passenger information system • Develop and implement fare collection for BRT • Develop a preventive and corrective maintenance plan for BRT • Develop and implement a public relations and marketing plan for BRT construction and service introduction • Collect baseline data for BRT Phase 1 prior to service implementation 	Nondiscretionary
Complete construction of Springfield Station within specified timeline	Nondiscretionary
Complete expansion of the Maintenance building within specified timeline	Nondiscretionary
Pursue joint development options for Springfield Station within specified timeline	Nondiscretionary
Develop seamless system integration with BRT	Nondiscretionary
Support nodal development and transit-oriented land uses	Nondiscretionary
Integrate transit planning with nodal development and other metropolitan planning	Nondiscretionary
Track TransPlan Performance Measures for TDM and transit	Nondiscretionary
Integrate transit planning with planning for other transportation modes	Nondiscretionary
Develop a policy framework for joint development	Nondiscretionary
Obtain all environmental and political approvals for Pioneer Parkway BRT Corridor	High
Obtain all environmental and political approvals for next Eugene BRT Corridor	Medium
Pursue real-time passenger information to service outside of BRT	Low
Implement independent telephone services	Low

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

Long-Term Implementation Strategies:

- Expand the BRT system with additional corridors
- Reshape service system with BRT system expansion
- Pursue real-time passenger information to service outside of BRT
- Transition to hybrid-electric or fuel cell technology for all the fleet
- Explore new types of services for future implementation

Performance Measures:

- Average weekday person-trips
- Percentage of “choice” riders (those who have a transportation alternative)
- Peak-hour modal split on major transportation corridors
- Percent of major corridors with 10-minute service frequency
- Good to excellent ratings on rider surveys
- Good to excellent ratings on community surveys
- Track TransPlan performance measures for Transportation Demand Management and Transit plan elements

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

GOAL: MAINTAIN LTD'S FISCAL INTEGRITY

A fiscally responsible plan should meet both short- and long-range operational and capital needs within a planning horizon defined by the Long-Range Financial Plan (LRFP). In addition, LTD's ability to obtain advantageous financing for its capital agenda will depend on the quality of the Long-Range Financial Plan. The ability to develop new sources of funding for capital and expand resources for operational support will be critical to LTD's continued success. In addition, LTD will be a prudent and conscientious custodian of public funds.

Short-Term Implementation Strategies:

Strategy	Priority
Complete debt financing for vehicles	Nondiscretionary
Maintain viable Long-Range Financial Plan and Capital Improvements Program (CIP)	Nondiscretionary
Pursue federal funding for capital projects, including BRT system build-out	High
Pursue established and new sources for state and local funding <ul style="list-style-type: none"> • Increase payroll tax rate 	High

Long-Term Implementation Strategies:

- Change state constitution to allow state gas tax dollars to flow to transit
- Explore dedicated sales (excise) tax on cars
- Adjust fares to keep pace with inflation
- Seek federal funds through annual appropriation process
- Increase percentage of state funding programming/options
- Continue to explore local funding options
- Maintain five-year window of a 20-year LRFP
- Continue debt-financing of vehicles and capital projects
- Continue advocating for regional coordinated investment strategy to maximize benefit of state and federal dollars coming into region
- Maintain unqualified annual independent audits, triennial FTA reviews, and NTD audits with minimal or no findings, and qualify for the GFOA reporting excellence award annually

Performance Measures:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Cost per trip • Cost per service hour • Farebox to operating cost ratio • Percent of operating cost allocated to direct service provision | <ul style="list-style-type: none"> • Maintenance of minimum operating reserves • Unqualified annual audit • Debt-standard (to be defined) |
|--|--|

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

GOAL: PROVIDE PROGRESSIVE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS

Success is more readily achieved when there are partners committed to the same goal. In Oregon, where the road fund is limited in both scope and amount, promoting investment decisions to benefit travel modes beyond the automobile is a significant transportation agenda.

Short-Term Implementation Strategies:

Strategy	Priority
Provide community leadership in developing multi-modal transportation solutions <ul style="list-style-type: none"> • Maximize opportunities and relationships created through TMA transition • Provide consistent leadership and participation at Metropolitan Policy Committee • Utilize all available forums for LTD participation in community transportation planning (e.g., Region 2050, Eugene's Downtown to the River, etc.) 	Nondiscretionary
Strengthen partnerships with government agencies <ul style="list-style-type: none"> • FTA Region X • State and local governments, ODOT • Legislative agenda (payroll tax, etc.) 	Nondiscretionary
Create a more visible role for Board in the community	Nondiscretionary
Increase LTD profile/involvement in community activities	Nondiscretionary
Increase effective participation in long-range land use and transportation planning	Nondiscretionary
Build new partnerships/allies in FTA D.C. office and congressional staff offices	Nondiscretionary
Optimize coordinated investment strategies that benefit transit (including local STP programming)	High
Take leadership role in implementing TDM strategies	Medium
Conduct annual or bi-annual Board self-evaluation based on strategic planning goals	Medium
Conduct community attitude and awareness survey	Low

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

Long-Term Implementation Strategies:

- Develop knowledge of transit benefits through school education programs
- Continue to increase Board profile in the community
- Conduct a community-wide market research survey
- Address changing demographics of community
- Promote partnering with public agencies and community groups
- Continue FTA partnering

Performance Measures:

- Good or excellent ratings on community surveys
- Board member participation on key local committees
- Board member responsiveness to geographic constituents

LANE TRANSIT DISTRICT STRATEGIC PLAN GOALS (CONTINUED)

GOAL: DEVELOP A TEAM ENVIRONMENT

A team environment cultivates a mutual commitment by LTD to its employees, and by employees to the success of LTD. By working together, we share the tasks and the rewards and recognition of the outcomes. We are mutually committed to our goal because we believe in the principles and the values they represent. Our mutual commitment to our strategic purpose and mission helps define us as a team.

Short-Term Implementation Strategies:

Strategy	Priority
Negotiate an appropriate labor contract	Nondiscretionary
Support an active and viable Employee Council	Nondiscretionary
Build a positive relationship with ATU	Nondiscretionary
Define and build TEAM LTD, with the inclusion of the Board of Directors in the TEAM building process	High
Create a dynamic communications and input process	High
Develop a comprehensive employee development program	Low

Long-Term Implementation Strategies:

- Implement dynamic communications process
- Implement comprehensive employee development program
- Maintain a positive relationship with ATU
- Maintain a positive relationship with the Employee Council
- Continue to build TEAM LTD

Performance Measures:

- Percentage of “negative” (unwanted) employee turnover
- Good to excellent rating on employee scorecard
- Measure of formal grievances and arbitration

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

ITEM TITLE: JULY 2003 EMPLOYEE OF THE MONTH

PREPARED BY: Andy Vobora, Service Planning and Marketing Manager

BACKGROUND: **July 2003 Employee of the Month:** Graphic Artist Hannah Bradford has been selected as the July 2003 Employee of the Month. Hannah was hired by the District in June 1998. Hannah works part-time, but plays a full-time role in ensuring that District service materials are produced in a high-quality way. She was nominated by one of her co-workers, who stated, "What can I say? Is there anyone more fun to work with? I don't think so! Hannah's creativity, enthusiasm, and attitude make her a magnet. Her professionalism and creativity as a graphic artist have made, and continue to make, LTD look like a professional, fun, dedicated organization. She makes everything she works on fun, and her attitude is contagious!"

When asked to comment on Hannah's selection as Employee of the Month, Service Planning and Marketing Manager Andy Vobora said:

July Employee of the Month Hannah Bradford is the type of individual you look forward to seeing every day at work. She brings a smile and a hearty laugh to a sometimes stress-filled environment. Her creativity is endless and she is never shy about providing her thoughts on improving our work products. Actually, she is not shy about sharing her thoughts on just about any subject!

Every workgroup needs a person like Hannah. She is a person who brings people together in a way that strengthens relationships and allows people to learn a great deal about the people they work with every day. She has secured a standing spot on our department's monthly meeting agenda with a teambuilding exercise that everyone looks forward to with great anticipation.

Our congratulations to Hannah on her selection as the July 2003 Employee of the Month!

AWARD: Hannah will attend the June 18, 2003, meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 18, 2003
- ITEM TITLE:** ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING
- PREPARED BY:** Jo Sullivan, Administrative Services Manager/Clerk of the Board
- 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. **Strategic Plan/Board Action Plan:** The Board will be asked to approve the updated Strategic Plan and the Board Action Plan at a future meeting, likely on September 17, 2003.
 - B. **BRT Phase 1 Property Acquisition:** At the next Board meeting, the Board will be asked to approve a resolution providing authorization to acquire property for the second segment of the initial bus rapid transit corridor (East 11th and Franklin Boulevard to downtown Springfield).
 - C. **Springfield Station Groundbreaking:** Information about the date and program for the Springfield Station groundbreaking event will be available in the near future.
 - D. **Board Work Sessions:** As discussed at the Board's December strategic planning retreat, work sessions on various topics will be scheduled for future months.
 - E. **BRT and Springfield Station Updates:** Various action and information items will be placed on Board meeting agendas during the design and implementation phases of the bus rapid transit and Springfield Station projects.



LTD General Manager's Report

June 18, 2003

Prepared by Ken Hamm, General Manager

Future Dates to Remember

July 14, 2003	Board Work Session (CANCELED)
July 16, 2003	Regular Board Meeting (CANCELED)
August 18, 2003	Board Work Session (tentative)
August 20, 2003	Regular Board Meeting
September 15, 2003	Board Work Session (tentative)
September 17, 2003	Regular Board Meeting
September 28- October 1, 2003	APTA Annual Meeting, Salt Lake City
October 26-28, 2003	Oregon Transit Association Conference, Seaside

Internal Activities

May 30, 2003	<u>HR Director Recruitment</u> Recruitment for the HR Director closed on May 30. Twenty-five applications were received. Staff have narrowed the choices to eight candidates. Further winnowing may occur. The Board will be asked to participate in assessment center activities scheduled for July 10 or 11.
June 6, 2003	<u>Property Insurance Review</u> Facilities Services Manager Charlie Simmons and I sat down with our property insurance carriers, Wilson Heirgood, to review our policies and coverage. Charlie had recommended some changes that have the potential to save the District approximately \$10,000 annually. These changes are being processed.
June 9, 2003	<u>Labor Negotiations Strategy Team</u> The second meeting of the LNST was held. Participation includes Operations, Maintenance, Finance, the general manager, and the assistant general manager. This team will flesh out the initial strategies and then sit down with the Board HR Committee.
June 11 & 12, 2003	<u>Team LTD Meetings</u> This quarter, team meetings were focused on the unveiling of EmX as the BRT name and updates on the progress of the BRT corridor and vehicles. Employees were presented a key chain with the new logo on it. Employees had an opportunity to ask many questions.

June 11 & 12, 2003 General Manager Awards Lunches
At the annual GM Awards lunches, 14 bus operators were honored for their excellent service. Each of these employees had perfect attendance, no preventable accidents, no discipline, no complaints, and no negative road reports.

External Activities

May 30, 2003 Public CEOs Meeting
Twice a year, the CEOs of the areas public organizations have a breakfast to dialogue about the present and future. The group this meeting included the UO president and a vice-president, the Eugene and Springfield city managers, the county administrator, LTD's general manager, LCC's president, EWEB's general manager, and the superintendents of the three school districts. Topics of discussion included the economy, budgets, the legislature, updates on key construction projects, and more.

June 3, 2003 UTA Workshop
At the request and at the expense of the Utah Transit Authority, I presented LTD's BRT experience to a group of 150 Salt Lake City business persons, elected officials, and government staff. Since the Olympics, UTA has had numerous requests for light rail. BRT is UTA's proposed solution. I also participated on a panel that answered questions about BRT.

June 5, 2003 LCC President's Breakfast
President Mary Spilde hosted a breakfast of local leaders to talk about LCC's plans and to solicit ideas and input for future funding and programming.

June 10, 2003 OTA Board Meeting
Government Relations Manager Linda Lynch and I attended the Oregon Transit Association meeting in Salem. Discussion focused around the legislature and transportation funding. The OTA Conference will occur this fall in Seaside. Linda is the program chair for the second year in a row.



Lane Transit District
Long-Range Capital Projects Summary

BRT Phases 2-6 funded at 60% New Starts, 20% Non-LTD local match, 20% LTD local match
 BRT Phases 2-6 buses funded at 60% New Starts, 40% LTD local match
 BRT Phases 2-6 stations funded at 60% New Starts, 40% LTD local match
 5307 funding at approximately \$5 million (less \$250,000 grant parts) growth of \$200,000 a year

	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	
	Current Year	Year One	Year Two	Year Three	Year Four	Year Five	Year Six	Year Seven	Year Eight	Year Nine	Year Ten	Year Eleven	Year Twelve	Year Thirteen	Year Fourteen	Year Fifteen	Year Sixteen	Year Seventeen	Year Eighteen	Year Nineteen	Year Twenty	
Capital Projects																						
BRT Planning	731,000	900,000	980,000	1,005,000	1,030,000	1,055,000	1,055,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	
BRT Construction	2,400,000	8,822,800	5,885,200			3,000,000	14,000,000	14,100,000	1,500,000	10,000,000	10,500,000	1,500,000	10,000,000	10,500,000	1,500,000	10,000,000	10,500,000	1,500,000	10,000,000	10,500,000	1,500,000	
BRT Buses	100,000		6,600,000					9,000,000														
BRT Stations																						
BRT Other	2,064,330	1,439,000	-	232,000	1,948,700	-	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	
Subtotal BRT	5,295,330	11,161,800	13,465,200	1,237,000	2,978,700	4,055,000	15,355,000	24,500,000	1,400,000	2,900,000	11,400,000	22,400,000	2,900,000	11,400,000	22,400,000	2,900,000	11,400,000	21,300,000	1,800,000	10,300,000	21,300,000	
Springfield Station	2,000,000	5,300,000	-																			
Revenue Vehicles	8,245,000				4,800,000			9,000,000	9,000,000				8,000,000			8,000,000			8,000,000			
PBI/Facilities	461,000	4,447,000	235,000	335,000	335,000	335,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	4,000,000	4,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Other	768,090	1,241,400	1,233,500	701,400	651,100	616,000	661,900	661,900	661,900	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Total Projects	16,769,420	22,150,200	14,933,700	2,273,400	8,764,800	5,006,000	17,216,900	35,361,900	12,261,900	5,100,000	13,600,000	24,600,000	13,100,000	16,400,000	27,400,000	12,900,000	13,400,000	23,300,000	11,800,000	12,300,000	23,300,000	
Debt Service																						
Issuance Costs			300,000					300,000	300,000													
DS on FY 02-03 Issues																						
DS on FY 04-05 Issues				400,300	800,600	800,600	800,600	800,600	800,600	800,600	800,600	800,600	800,600	800,600	400,300					300,000		300,000
DS on FY 05-06 Issues																						
DS on FY 07-08 Issues																						
DS on FY 09-10 Issues																						
DS on FY 11-12 Issues									1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	1,079,100	
DS on FY 14-15 Issues																						
DS on FY 17-18 Issues																						
DS on FY 20-21 Issues																						
Total Debt Service	-	-	300,000	400,300	800,600	800,600	800,600	1,100,600	2,179,700	2,958,800	2,958,800	2,958,800	2,958,800	3,921,800	3,521,500	3,421,200	4,084,200	4,084,200	4,384,200	5,047,200	3,968,100	
Total Projects and Debt Service	16,769,420	22,150,200	15,233,700	2,673,700	9,565,400	5,806,600	18,017,500	36,462,500	14,441,600	8,058,800	16,558,800	27,558,800	16,058,800	20,321,800	30,921,500	16,321,200	17,484,200	27,384,200	16,184,200	17,347,200	27,268,100	

	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
	Current Year	Year One	Year Two	Year Three	Year Four	Year Five	Year Six	Year Seven	Year Eight	Year Nine	Year Ten	Year Eleven	Year Twelve	Year Thirteen	Year Fourteen	Year Fifteen	Year Sixteen	Year Seventeen	Year Eighteen	Year Nineteen	Year Twenty
Resources																					
Federal BRT Phase 1	1,920,000	5,545,760																			
Federal BRT New Starts						1,800,000	8,400,000	13,860,000	-	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000
Subtotal Federal for BRT	1,920,000	5,545,760	-	-	-	1,800,000	8,400,000	13,860,000	-	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000	900,000	6,000,000	6,300,000
Federal 5307	7,204,995	4,374,000	4,574,000	4,774,000	4,974,000	5,374,000	5,574,000	5,774,000	5,974,000	6,174,000	6,374,000	6,574,000	6,774,000	6,974,000	7,174,000	7,374,000	7,574,000	7,774,000	7,974,000	8,174,000	8,374,000
Federal 5309 Springfield Station	1,682,320	3,066,400																			
Federal STP	179,460	179,460	179,460	179,460	179,460	179,460	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000
State STF	465,579	2,307,220	243,620	268,470	295,120	324,730	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Local Non-LTD						600,000	2,800,000	4,320,000	-	300,000	2,000,000	2,100,000	300,000	2,000,000	2,100,000	300,000	2,000,000	2,100,000	300,000	2,000,000	2,100,000
Local from Operations	53,291	264,080	27,880	30,730	33,780	37,170	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Proceeds from Debt	-	-	6,900,000	-	-	-	-	9,300,000	9,300,000	-	-	-	8,300,000	-	-	8,300,000	-	-	8,300,000	-	-
Subtotal	11,505,645	15,736,920	11,924,960	5,252,660	5,482,360	8,315,360	17,449,000	33,929,000	15,949,000	8,049,000	15,049,000	15,649,000	16,949,000	15,649,000	16,249,000	17,549,000	16,249,000	16,849,000	18,149,000	16,849,000	17,449,000
Local from Reserves/Operations/Debt	5,263,775	6,413,280	3,308,740	(2,578,960)	4,083,040	(2,508,780)	568,500	2,533,500	(1,507,400)	9,800	1,509,800	11,909,800	(890,200)	4,672,800	14,672,500	(1,227,800)	1,235,200	10,535,200	(1,964,800)	498,200	9,819,100
Total Resources	16,769,420	22,150,200	15,233,700	2,673,700	9,565,400	5,806,600	18,017,500	36,462,500	14,441,600	8,058,800	16,558,800	27,558,800	16,058,800	20,321,800	30,921,500	16,321,200	17,484,200	27,384,200	16,184,200	17,347,200	27,268,100

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 2003

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 are provided for the Board's information. The May 2003 performance reports are included in the agenda packet.

Staff will be available at the meeting to respond to any questions the Board may have.

ATTACHMENTS: May 2003 Performance Reports

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: May 28, 2003

ITEM TITLE: **SPRINGFIELD STATION GRAND OPENING**

PREPARED BY: Cosette Rees, Marketing Representative

ACTION REQUESTED: None

BACKGROUND:

RESULTS OF RECOMMENDED ACTION: None

ATTACHMENT:

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 18, 2003
- ITEM TITLE:** SPRINGFIELD STATION CONSTRUCTION BID AWARD
- PREPARED BY:** Charlie Simmons, Facilities Services Manager
- ACTION REQUESTED:**
- (1) Award the Springfield Station construction contract to John Hyland Construction
 - (2) Authorize the general manager to sign the construction contract
- BACKGROUND:**
- Bids for Springfield Station construction were opened on May 22, 2003. Seven bids were received, all of which were lower than the cost estimate. The lowest bid is \$3,228,139 by John Hyland Construction.
- Staff recommend that the contract be awarded to John Hyland Construction, including bid alternates, for a total contract of \$3,254,918.
- ATTACHMENTS:** None
- PROPOSED MOTION:** I move that the Board adopt the following resolution:
- LTD Resolution No. 2003-030: Resolved, that the LTD Board of Directors hereby: (1) awards the Springfield Station contract to John Hyland Construction; and (2) authorizes the general manager to sign the construction contract.