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**LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING**

**Wednesday, January 21, 2009  
5:30 p.m.**

**LTD BOARD ROOM  
3500 E. 17<sup>th</sup> Avenue, Eugene  
(off Glenwood Boulevard in Glenwood)**

**A G E N D A**

Page No.

I. CALL TO ORDER

II. ROLL CALL

Evans \_\_\_\_\_ Eyster \_\_\_\_\_ Gaydos \_\_\_\_\_ Kortge \_\_\_\_\_  
Necker \_\_\_\_\_ Towery \_\_\_\_\_ Dubick \_\_\_\_\_

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

- |  |    |
|--|----|
| III. PRELIMINARY REMARKS BY BOARD PRESIDENT      |    |
| IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA        | 05 |
| V. BOARD CALENDARS (5 minutes)                   | 06 |
| VI. WORK SESSION                                 |    |
| A. 2009 Legislative Session Preview (20 minutes) | 07 |
| B. Gateway EmX Extension Update (20 minutes)     | 29 |
| C. EmX Fare Machine Presentation (10 minutes)    | 30 |

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

- |   |    |
|---|----|
| VII. EMPLOYEES OF THE MONTHS – January and February 2009 (10 minutes) | 32 |
| VIII. UNITED WAY LOANED EXECUTIVE AND TEAM RECOGNITION                |    |
| IX. AUDIENCE PARTICIPATION  |    |

◆ Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please

*step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.*

- ◆ *Citizens testifying are asked to limit testimony to three minutes.*

X. ITEMS FOR ACTION AT THIS MEETING

- |    |   |                     |
|----|---|---------------------|
| A. | Consent Calendar (1 minute)   | 34                  |
|    | <ul style="list-style-type: none"> <li>1. Minutes of the July 30, 2008, Special Board Meeting (Page 35)</li> <li>2. Minutes of the October 13, 2008, Special Board Meeting (Page 42)</li> <li>3. Minutes of the December 9, 2008, Special Board Meeting by Conference Call (Page 46)</li> <li>4. Minutes of the December 17, 2008, Canceled Board Meeting (Page 47)</li> <li>5. Budget Committee Nominations (Page 48)</li> </ul> |                     |
| B. | Independent Audit Report for Fiscal Year Ending June 30, 2008 (10 minutes)  |                     |
|    | <ul style="list-style-type: none"> <li>1. Audit Report</li> <li>2. Acceptance of Audit Report</li> </ul>  | <p>51</p> <p>52</p> |
| C. | 2009 Federal Funding Requests (10 minutes)  | 53                  |

XI. ITEMS FOR INFORMATION AT THIS MEETING

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|----|--|----|
| A. | Comprehensive Annual Financial Report for Fiscal Year 2007-2008  | 57 |
| B. | Board Member Reports (10 minutes)  | 60 |
|    | <ul style="list-style-type: none"> <li>1. Meetings Held or Attended                             <ul style="list-style-type: none"> <li>a. West Eugene EmX Extension Corridor Committee – January 8</li> <li>b. Metropolitan Policy Committee – January 8</li> </ul> </li> <li>2. No Meeting/No Report                             <ul style="list-style-type: none"> <li>a. Board Service Committee</li> <li>b. Board Finance Committee</li> <li>c. LCOG Board of Directors</li> <li>d. EmX Steering Committee</li> <li>e. Board HR Committee</li> <li>f. APTA Authorization Committee</li> <li>g. Gateway EmX Extension Corridor Committee</li> </ul> </li> </ul> |    |

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C. Board Committee Assignments (5 minutes)	63
D. System Audit (5 minutes)	65
E. West Eugene EmX Extension Project Update (5 minutes)	81
F. Martin Luther King, Jr. Celebration (10 minutes)	82
G. Monthly Financial Report—December 2008	83
H. Correspondence	95
I. Monthly Department Reports (respond if questions)	100
J. Monthly Performance Reports (respond if questions)	106
XII. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	115
A. RideSource Call Center Brokerage (February)	
B. Public Transit Discretionary Grant (February)	
C. Contested Case Procedure – Ordinance 36 (February)	
D. Revised Capital Improvements Program Adoption (March)	
E. Revised Long-Range Financial Plan Adoption (March)	
F. Commuter Solutions Annual Report (March)	
G. Pension Plan Update (March)	
H. Legislative Bill Updates (future meetings)	
I. Annual Performance Report (Summer 2009)	
J. West Eugene EmX Extension Update (future meetings)	
K. Gateway Station Construction Updates (future meetings)	
L. LTD Sustainability Plan (future meeting)	
M. Park & Ride Program (future meeting)	
XIII. EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the general manager of LTD	117
XIV. 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).**

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**Lane Transit District**  
**COMPREHENSIVE ANNUAL FINANCIAL REPORT**  
**For the Fiscal Year Ended June 30, 2008**

**EXECUTIVE SUMMARY**

Prepared by Diane Hellekson  
Director of Finance & Information Technology  
January 21, 2009

The *Comprehensive Annual Financial Report* for the most recently completed fiscal year was distributed to the Board of Directors with the packet materials for the December 17, 2008, LTD Board meeting. The December 17 meeting was subsequently canceled due to extreme winter weather. At the January 21 meeting, Charles Swank of the accounting firm Grove, Mueller & Swank, P.C., will provide a positive report of LTD's financial position and controls. LTD has received an unqualified audit opinion, which is included in the report document.

There are several aspects of the financial performance that should be noted. Highlights include the following:

**Operating Revenue**

- **Fixed-route transportation revenue** increased 17.6 percent as compared to the previous fiscal year. The significant increase was due to the rapid growth in ridership system wide that was the result of high fuel prices and to the continued success of the Franklin EmX Corridor and the Student Transit Pass Program.
- **Accessible services** operating revenue nearly doubled from FY 2006-07 to FY 2007-08 due to the implementation of a ride brokerage in the spring of 2008.
- **Employer payroll tax receipts** were \$23,303,571, an increase of 5.1 percent, which is a positive result but less than was anticipated by the budget due to a cooling local economy. Receipts were \$1,140,981 above the previous fiscal year. The FY 2007-08 budget anticipated stronger growth with receipts of \$25,100,000.
- **Self-employment tax revenue** increased 4.9 percent versus the previous year. The budget anticipated this growth.
- **State-in-lieu revenue** increased 7 percent, and revenue exceeded budget by \$183,000.

**Total operating revenue (including Accessible Services) increased 35.1 percent. Total operating and nonoperating revenues increased 11.7 percent.** Total growth was up versus the previous fiscal year due to the modest growth of payroll tax receipts and the effect of the accessible services brokerage addition.

**Operating Expense**

- **Personnel services** increased 7.7 percent. The budget anticipated this growth.
- **Materials and services** increased by 11.3 percent due to the continued volatility and high cost of fuel.
- **Insurance** decreased 0.5 percent compared to FY 2006-07 due to a change in the way that workers' compensation premiums are calculated and to an improvement in claims history.
- **Accessible Services** expenses increased 46.7 percent due to the implementation of the ride brokerage call center.

**Total operating expense (including Accessible Services and depreciation) increased 16.3 percent. Total expense less depreciation increased 12.3 percent.** Almost all of the increase is accounted for by fuel and the new brokerage.

**Farebox Recovery (Fixed-Route Service)**

Ratios were as follows for the last ten fiscal years:

1998-99	23 percent	2003-04	22 percent
1999-00	22 percent	2004-05	21 percent
2000-01	21 percent	2005-06	22 percent
2001-02	21 percent	2006-07	21 percent
2002-03	24 percent	2007-08	23 percent

The normal farebox recovery ratios for public transit agencies of comparable size to LTD are in the range of 20 to 30 percent.

**System Productivity**

System productivity, which is expressed as boardings per hour, was as follows for the last ten years:

1998-99	26.104
1999-00	25.706
2000-01	27.008
2001-02	25.421
2002-03	26.627
2003-04	26.555
2004-05	28.644
2005-06	31.377
2006-07	32.379
2007-08	36.225

Fiscal year 2007-08 system productivity was the highest of the last twenty years due to ridership increases. This result broke the record set last year by nearly 12 percent.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** PRESENTATION OF *COMPREHENSIVE ANNUAL FINANCIAL REPORT* FOR FY 2007-2008

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

**ACTION REQUESTED:** None

**BACKGROUND:** The *Comprehensive Annual Financial Report* (CAFR) for the fiscal year ending June 30, 2008, was delivered to Board members in December 2008. This report includes audited statements and the opinions of the independent audit firm of Grove, Mueller & Swank, P.C. Charles Swank, representing LTD's auditors, will attend the January 21 meeting to discuss the audit results. An overview of Lane Transit District's financial position at June 30, 2008, will be presented by staff at the January 21 Board meeting.

Board acceptance of the independent audit report for the fiscal year ending June 30, 2008, is scheduled during the Items for Action portion of this meeting.

**ATTACHMENTS:**

1. Comprehensive Annual Financial Report: Executive Summary
2. *Comprehensive Annual Financial Report* for the year ended June 30, 2008

**NOTE:** The *Comprehensive Annual Financial Report* was included as an enclosure with the LTD Board December agenda packet to Board members only. Other interested parties may obtain a copy by contacting LTD.

**PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** DECEMBER FINANCIAL STATEMENTS

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

**ACTION REQUESTED:** None

**BACKGROUND:** Financial results for the first six months of FY 2008-09 are summarized in the attached reports.

Ridership as measured by boardings remains strong, but growth continued to slow in December. Boardings for the rolling twelve-month period that ended December 31 were 14 percent higher than for the same period last year, down slightly from the 14.9 percent reported last month.

Passenger fares are up 7.3 percent over last year due to strong ridership and also due to a 20 percent increase in the cash fare and an 18 percent increase in the monthly pass rate, both which were implemented in September. While this growth rate is significant, it is down from the 15.3 percent reported for November, another indication that ridership growth is slowing.

Payroll tax receipts remain below budget and 1.2 percent ahead of last year. The current-year budget assumed an 8 percent increase in receipts. Typically, receipts in December are not significant. The next evaluation period will be February when quarterly receipts for October through December 2008 will be disbursed. In a healthy economy, fourth quarter calendar tax receipts are usually the highest of the year due to seasonal hiring for the holidays. That is unlikely to be true for 2008 given the recession, the closure of Hynix and several small businesses, and the temporary shutdowns of recreational vehicle businesses.

The majority of self-employment tax receipts are disbursed in May, so year-to-date results are not significant. State-in-lieu receipts for the quarter ending December 31, 2008, appear strong. There was a disbursement error a year ago that was not corrected until April that makes year-to-year comparisons inaccurate.

Interest rates of return on investment continue to slide. On November 30, the Local Government Investment Pool was paying 2.4 percent. In December 2008, the rate dropped to 2.2 percent. For most of the current fiscal year to date, there has been less money available for investment. Both the declining



rate of return and available funds contributed to a 49 percent reduction in interest income for the first six months of the current fiscal year versus last year.

Total personnel services year to date are slightly below budget. As mentioned in last month's report, six bus operator positions remain unfilled in anticipation of future service reductions. To the greatest extent possible, reductions will be implemented through attrition. Additional cost reductions are under consideration in an effort to manage expenditures to a level appropriate to the revenue expected over the next few years.

A positive result is the continued decline of fuel prices, which peaked on July 7, 2008, at \$4.20 per gallon. The fiscal year low price was \$1.31 per gallon on December 11. As of December 31, the year-to-date average price was \$2.74 per gallon, down significantly from the \$3.00 per gallon reported through November. The current-year budget assumed an average per gallon price of \$3.75. In January, fuel prices began to rise, although not as steeply as was seen in January 2008. There is still likely to be a positive budget variance for fuel by fiscal year end. Unfortunately, it is unlikely to be large enough to cover the expected shortfall in payroll tax receipts.

The Commuter Solutions Fund and Accessible Services Fund are generally as anticipated by the budget through December.

In the Capital Projects Fund, spending continues on the Gateway EmX Extension project, which includes the new station at Gateway Mall. Construction on the new station began in late Summer 2008. It was discontinued for the holiday season in order to provide mall parking. Construction resumed in January and will be completed in the spring of 2009.

The Comprehensive Annual Financial Report for FY 2007-08 was presented to the Board as part of the December Board meeting packet materials. Chuck Swank of Grove, Mueller & Swank, P.C., LTD's independent auditor, will attend the January 21 Board meeting to present and discuss audit results.

**ATTACHMENTS:**

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

1. Operating Financial Report - comparison to prior year
2. Comparative Balance Sheets
  - a. General Fund
  - b. Commuter Solutions Fund
  - c. Accessible Services Fund
  - d. Capital Projects Fund

3. Income Statements
  - a. General Fund
  - b. Commuter Solutions Fund
  - c. Accessible Services Fund
  - d. Capital Projects Fund

**PROPOSED MOTION:** None

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## Special Mobility Services: RideSource Activity and Productivity Information

November-08	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>RideSource Ridership</b>	12,642	12,769	-1.0%	69,242	63,608	8.9%	161,074	146,743	9.8%
RideSource(All Modes)	10,195	10,145	0.5%	55,031	49,976	10.1%	127,755	114,173	11.9%
Shopper	436	478	-8.8%	2,524	2,415	4.5%	6,070	6,190	-1.9%
Escort Volunteers-Metro	622	802	-22.4%	3,845	4,033	-4.7%	9,270	9,003	3.0%
Escort Volunteers-Rural	1,389	1,344	3.3%	7,842	7,184	9.2%	17,979	17,377	3.5%
<b>RideSource Cost per Ride</b>	\$ 22.34	\$ 19.65	13.7%	\$ 22.41	\$ 19.56	14.6%	\$ 21.92	\$ 19.21	14.1%
RideSource(All Modes)	\$ 27.16	\$ 24.15	12.5%	\$ 27.56	\$ 24.28	13.5%	\$ 27.02	\$ 24.02	12.5%
RideSource Shopper	\$ 12.46	\$ 11.17	11.5%	\$ 12.46	\$ 11.17	11.5%	\$ 12.46	\$ 11.17	11.5%
RideSource Escort	\$ 2.73	\$ 2.72	0.3%	\$ 3.01	\$ 2.73	10.3%	\$ 2.87	\$ 2.87	0.1%
<b>Ride Reservations</b>	10,873	11,000	-1.2%	58,187	54,448	6.9%	137,979	125,925	9.6%
Cancelled Number	985	1,009	-2.4%	4,537	4,973	-8.8%	12,572	12,003	4.7%
Cancelled % of Total	9.06%	9.17%		7.80%	9.13%		9.11%	9.53%	
No-Show Number	130	144	-9.7%	576	609	-5.4%	1,538	1,379	11.5%
No-Show % of Total	1.20%	1.31%		0.99%	1.12%		1.11%	1.10%	
Ride Refusals Number	0	2	-100.0%	1	3	-66.7%	4	18	-77.8%
Ride Refusals % of Total	0.00%	0.02%		0.00%	0.01%		0.00%	0.01%	
<b>Service Hours</b>	5,363	5,362	0.0%	29,172	26,181	11.4%	69,080	60,038	15.1%
Agency Staff	5,131	5,119	0.2%	27,690	25,043	10.6%	65,694	57,238	14.8%
Agency SMS Volunteer	232	243	-4.5%	1,482	1,138	30.2%	3,386	2,800	20.9%
Avg. Trips/Service Hr.	1.98	1.98	0.0%	1.97	2.00	-1.5%	1.94	2.00	-3.0%
<b>RideSource System Miles</b>	75,047	75,243	-0.3%	404,558	371,410	8.9%	949,752	854,481	11.1%
Avg. Miles/Trip	7.06	7.08	-0.3%	7.03	7.09	-0.8%	7.10	7.10	0.0%
Miles/Vehicle Hour	13.99	14.03	-0.3%	13.87	14.19	-2.2%	13.75	14.23	-3.4%

## Special Mobility Services: RideSource Activity and Productivity Information

November-08	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>On-Time Performance %</b>	87.2%	92.7%	-6.0%	86.8%	91.5%	-5.2%	87.4%	92.1%	-5.0%
Sample	8,850	8,983		46,531	45,075		110,822	103,654	
On-Time	7,714	8,331		40,371	41,238		96,911	95,463	

- RideSource (All Modes) includes rides done by taxi and SMS volunteers.
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.
  
- RideSource cost per Ride (All Modes) does not include volunteer mileage reimbursement.
- Shopper cost per ride is from the most recent quarterly cost model.
- Escort cost per ride is mileage reimbursement to all volunteers.
  
- RideSource System Miles includes miles by volunteers in agency vehicles.
  
- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.

## Special Mobility Services: RideSource Activity and Productivity Information

December-08	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>RideSource Ridership</b>	11,667	10,847	7.6%	80,909	74,455	8.7%	161,894	146,903	10.2%
RideSource(All Modes)	9,787	8,770	11.6%	64,818	58,746	10.3%	128,772	114,901	12.1%
Shopper	429	454	-5.5%	2,953	2,869	2.9%	6,045	6,130	-1.4%
Escort Volunteers-Metro	527	611	-13.7%	4,372	4,644	-5.9%	9,186	8,925	2.9%
Escort Volunteers-Rural	924	1,012	-8.7%	8,766	8,196	7.0%	17,891	16,947	5.6%
<b>RideSource Cost per Ride</b>	\$ 25.89	\$ 24.88	4.0%	\$ 22.91	\$ 20.34	12.7%	\$ 22.01	\$ 19.51	13%
RideSource(All Modes)	\$ 30.38	\$ 30.24	0.5%	\$ 27.98	\$ 25.17	11.2%	\$ 27.06	\$ 24.30	11.4%
RideSource Shopper	\$ 12.55	\$ 11.19	12.2%	\$ 12.55	\$ 11.19	12.2%	\$ 12.55	\$ 11.19	12.2%
RideSource Escort	\$ 3.21	\$ 2.87	11.6%	\$ 3.03	\$ 2.75	10.3%	\$ 2.89	\$ 2.89	0.2%
<b>Ride Reservations</b>	11,699	9,784	19.6%	69,886	64,232	8.8%	139,894	126,675	10.4%
Cancelled Number	2,170	1,151	88.5%	6,707	6,124	9.5%	13,591	12,245	11.0%
Cancelled % of Total	18.55%	11.76%		9.60%	9.53%		9.72%	9.67%	
No-Show Number	157	142	10.6%	733	751	-2.4%	1,553	1,394	11.4%
No-Show % of Total	1.34%	1.45%		1.05%	1.17%		1.11%	1.10%	
Ride Refusals Number	1	0	#DIV/0!	2	3	-33.3%	5	16	-68.8%
Ride Refusals % of Total	0.01%	0.00%		0.00%	0.00%		0.00%	0.01%	
<b>Service Hours</b>	5,467	5,016	9.0%	34,639	31,197	11.0%	69,531	60,699	14.6%
Agency Staff	5,293	4,776	10.8%	32,983	29,819	10.6%	66,211	57,881	14.4%
Agency SMS Volunteer	174	240	-27.5%	1,656	1,378	20.2%	3,320	2,818	17.8%
Avg. Trips/Service Hr.	1.87	1.84	1.6%	1.96	1.98	-1.0%	1.94	1.99	-2.5%
<b>RideSource System Miles</b>	73,031	66,975	9.0%	477,589	438,385	8.9%	955,808	859,351	11.2%
Avg. Miles/Trip	7.15	7.26	-1.5%	7.05	7.11	-1.0%	7.09	7.10	-0.1%
Miles/Vehicle Hour	13.36	13.35	0.0%	13.79	14.05	-1.9%	13.75	14.16	-2.9%

## Special Mobility Services: RideSource Activity and Productivity Information

<u>December-08</u>	<u>Current Month</u>	<u>Prior Year's Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Previous YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Prior 12 Month</u>	<u>% Change</u>
<b>On-Time Performance %</b>	83.9%	87.9%	-4.5%	86.3%	91.0%	-5.1%	87.2%	91.8%	-5.1%
Sample	8,216	7,721		54,747	52,796		111,317	104,042	
On-Time	6,896	6,784		47,267	48,022		97,023	95,550	

- RideSource (All Modes) includes rides done by taxi and SMS volunteers.
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.
  
- RideSource cost per Ride (All Modes) does not include volunteer mileage reimbursement.
- Shopper cost per ride is from the most recent quarterly cost model.
- Escort cost per ride is mileage reimbursement to all volunteers.
  
- RideSource System Miles includes miles by volunteers in agency vehicles.
  
- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.



## **Lane Transit District**

### **2009 Legislative Agenda**

#### **\$30 million in lottery bonds to fund construction of West Eugene EmX Extension**

*Representatives Holvey and C. Edwards*

- These funds would be used as a match to draw down an anticipated \$45 million in federal funds and create local construction jobs.
- The West Eugene EmX Extension will serve a growing area with transportation challenges.
- The first Franklin EmX line exceeded 20-year ridership projections in the first year; the Gateway EmX Extension will open in late 2010.
- Yearly debt service is only \$3 million per year.

#### **Additional funds for elderly and disabled transit**

*Governor's Transportation Package, House Revenue Committee & Representative Beyer*

- RideSource, which provides curb-to-curb service for elderly and disabled riders, cost LTD \$2.1 million in FY 2007-08 and is projected to cost \$2.4 million this fiscal year. These are funds that would otherwise be spent on the fixed-route system.
- A state workgroup has issued a report identifying the total need; the governor has proposed a 2.5 cent increase in the cigarette tax; the House Revenue Committee has proposed a 3 cent increase, and the Oregon Transit Association is working with Representative Beyer on an increase of at least 7 cents.

#### **Increasing the payroll tax**

*Governor's Transportation Package*

- Ridership has increased more than 30 percent in the last three years, but skyrocketing fuel costs, increases in costs for elderly and disabled transportation, and a shaky economy have created a \$4 million budget shortfall.
- The LTD Board of Directors has voted to reduce service by 14.5 percent in 2009.
- Current law allows the payroll tax to "stair-step" up to \$7 per \$1,000 of payroll by 2014 (it's currently \$6.40 per \$1,000 of payroll).
- The governor's proposal to increase the maximum payroll tax rate to .007 in 2010 would generate \$4.5 million over a four-year period. The governor's proposal to further increase the rate to .008 over 10 years would provide revenue growth into the future.

#### **Refund of property taxes paid due to paperwork oversight**

*Representative Beyer*

- Property owned by governments is typically exempt from property tax, but when one government leases property to another and certain paperwork is not filed, up to five years of back taxes are owed.
- The Lane Transit District, for example, recently paid \$89,000 in assessed taxes on a "park and ride" lot that it leased for \$100 per year from Lane County.
- Payment of these taxes has resulted in an unaccounted budget shortfall that will directly and adversely impact transit services.

**Payroll tax credit if a property tax is enacted in the future**

*Representative Barnhart*

- Lane Transit District relies on a payroll tax for the largest share of the District's funding.
- Current law also provides authority for the District to assess an income tax and an ad valorem property tax, but the District does not currently impose these taxes.
- The existing income tax authority for mass transit districts provides a "credit" for payroll taxes already paid, but the existing ad valorem property tax authority does not provide a similar credit.
- This proposal would amend state law to provide for a credit of payroll taxes paid, in the event that a mass transit district implements an ad valorem property tax in the future.

**More information:**

Stefano Viggiano, Assistant General Manager, (541) 682-6100, stefano.viggiano@ltd.org

Chris Shultz, The Ulum Group, (541) 359-6164, cshultz@ulum.com



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

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

**PREPARED BY:** Jeanne Schapper, 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:** January 21, 2009
- ITEM TITLE:** ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2008
- PREPARED BY:** Diane Hellekson, Director of Finance & Information Technology
- ACTION REQUESTED:** Board acceptance of the independent audit report for the fiscal year ending June 30, 2008
- BACKGROUND:** At the conclusion of each fiscal year, an independent audit of Lane Transit District's financial statements and internal controls is performed. The results of the independent audit are incorporated into the District's *Comprehensive Annual Financial Report* (CAFR). The completed FY 2007-2008 CAFR was delivered to the Board of Directors in December in advance of the December 17 Board meeting that was subsequently canceled due to extreme weather.
- Staff have submitted the previous twelve CAFRs to the Government Finance Officers Association (GFOA) of the United States and Canada for consideration of the award for excellence in financial reporting. The award was granted to LTD for all twelve reports. After Board acceptance, staff will submit the FY 2007-2008 CAFR to GFOA in an attempt to continue a tradition of reporting excellence as evidenced by the financial reporting award. Special recognition should be given to Carol James, chief accountant/internal auditor, for her work on the current CAFR.
- ATTACHMENT:** None. (The audit report and audited statements are wholly contained in the *Comprehensive Annual Financial Report*.)
- PROPOSED MOTION:** I move the following resolution:
- LTD Resolution No. 2009-002: Resolved, that the LTD Board of Directors received the Independent Audit for Fiscal Year 2007-08 in December 2008, and accepts the Independent Audit Report for the fiscal year ending June 30, 2008.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2008

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

**ACTION REQUESTED:** None

**BACKGROUND:** At the conclusion of each fiscal year, an independent audit of Lane Transit District's financial statements and internal controls is performed. The results of the independent audit are incorporated into the District's *Comprehensive Annual Financial Report* (CAFR). The completed FY 2007-2008 CAFR was provided to Board members with the December 17 meeting agenda packet. The December 17 meeting was subsequently canceled.

Charles Swank of Grove, Mueller & Swank, P.C., will attend the January 21 Board meeting to make a presentation and answer any questions Board members may have about the audit process or results.

**ATTACHMENT:** None. (The audit report and audited statements are wholly contained in the *Comprehensive Annual Financial Report*.)

**PROPOSED MOTION:** None

**LANE TRANSIT DISTRICT  
BUDGET COMMITTEE MEMBERS**

(FY 2008-2009 Budget)

*Note: Budget Committee members are not required to live in the same subdistrict as the nominating Board member.*

SUBDISTRICT	NOMINATING BOARD MEMBER	BUDGET COMMITTEE MEMBER	TERM EXPIRES
1	Debbie Davis <i>(Doris Towery)</i>	B. Dean Huber	1/01/10
2	Michael Eyster	Warren Wong	1/01/12
3	David Gant <i>(Michael Dubick)</i>	Darrel Williams	1/01/09
4	Susan Ban <i>(Ed Necker)</i>	Michael Langis	1/01/09
5	Gerry Gaydos	Dwight Collins	1/01/10
6	Greg Evans	Jon Hinds	1/01/11
7	Dean Kortge	Peter Davidson	1/01/11

*A Board member whose name is in italics has been appointed since the last Budget Committee nomination in that subdistrict, and would make the next appointment in that subdistrict.*



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

(541) 682-6100  
Fax: (541) 682-6111

**CONSENT CALENDAR ITEM:  
BUDGET COMMITTEE NOMINATIONS**

January 21, 2009

**Background:**

The LTD Budget Committee is composed of the seven Board members and seven community members who are nominated and approved by the Board and serve for three-year terms. The non-Board Budget Committee members must reside within the District's service boundaries, but are not required to live in the same subdistrict as the Board member making the appointment.

Board member Ed Necker is nominating Kay Metzger to fill the position vacated by Michael Langis, whose term expired on January 1, 2009. Board member Michael Dubick is nominating Donald Nordin to fill the position vacated by Darrell Williams, whose term also expired on January 1, 2009. These new terms will expire on January 1, 2012.

The nomination forms for both Ms. Metzger and Mr. Nordin are attached.

**Attachments:**

1. Nomination Form for Kay Metzger
2. Nomination Form for Donald Nordin

**Recommended Action:**

The Board is asked to approve these nominations in the Consent Calendar presented for approval by the Board at the January 21, 2009, Board meeting.



Lane Transit District

## LANE TRANSIT DISTRICT NOMINATION FOR BUDGET COMMITTEE

### BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member:	Ed Necker	
Date of Nomination:	January 21, 2009	
Term of Budget Committee Appointment:	January 21, 2009	January 1, 2012
	Effective Date	Term Expiration Date
Approved by Board:	Date	

**NOMINEE'S NAME:** KAY METZGER

**Home Address:** 751 S 48th Street, Springfield, OR 97478

**Telephone Number:** 541-285-1445 (cell)

**Business Address:** LCOG Senior & Disabled Services, 1015 Willamette Street, Eugene, 97401

**Telephone Number:** (541) 682-4432

**PREFERRED MAILING/DELIVERY ADDRESS:** 1015 Willamette Street, Eugene, OR 97401

**Occupation:** Director

**Brief statement of nominee's background that is relevant to budget committee appointment:**

1990-1994: Case Manager for senior clients receiving publicly funded services such as Medicaid and the Oregon Project Independence Program. Worked with clients to establish an individual care plan that was consistent with personal choice and met functional daily needs such as bathing, eating, walking and toileting. Approved and coordinated transportation needs of Medicaid recipients.

1994-1999: Supervised various units within Senior & Disabled Services including case managers, adult protective services, eligibility staff and support staff. Opened Cottage Grove and Springfield Branch offices.

1999-2002: Branch Manager of the Springfield Branch which consisted of 20 staff members. The Springfield Branch closed due to budget cuts in 2003.

2002-2006: Program Manager of Senior & Disabled Services. Oversaw Medicaid and Oregon Project Independence staff (approximately 85-90) to assure agency was in compliance with all administrative rules and regulations.

2006-current: Director, Senior & Disabled Services. Responsible for \$11 million annual budget, including Medicaid funding, Older Americans Act programs, and several grants. Work with Advisory Councils and Lane Council of Governments Board of Directors regarding program operation and advocacy issues. Regular contact with State Legislators on issues pertaining to seniors and people with disabilities. Work at state level with the Department of Human Services.

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## LANE TRANSIT DISTRICT NOMINATION FOR BUDGET COMMITTEE

### BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member: Ed Necker

Date of Nomination: January 21, 2009

Term of Budget Committee Appointment: January 21, 2009 January 1, 2012  
Effective Date Term Expiration Date

Approved by Board: \_\_\_\_\_  
Date

**NOMINEE'S NAME:** KAY METZGER

**Home Address:** 751 S 48th Street, Springfield, OR 97478

**Telephone Number:** 541-285-1445 (cell)

**Business Address:** LCOG Senior & Disabled Services, 1015 Willamette Street, Eugene, 97401

**Telephone Number:** (541) 682-4432

**PREFERRED MAILING/DELIVERY ADDRESS:** 1015 Willamette St., Eugene, OR 97401

**Occupation:** Director

### **Brief statement of nominee's background that is relevant to budget committee appointment:**

1990 to present: Senior & Disabled Services: 1) Case Manager for clients receiving publicly funded services; 2) As Program Manager, oversaw Medicaid and Oregon Project Independence staff to assure agency was in compliance with all administrative rules and regulations; 3) Since 2006, Director responsible for \$11 million annual budget, including Medicaid funding, Older Americans Act programs, and several grants; work with advisory councils and Lane Council of Governments Board of Directors regarding program operation and advocacy issues; have regular contact with state legislators on issues pertaining to seniors and people with disabilities; work at state level with the Department of Human Services.





Lane Transit District

## LANE TRANSIT DISTRICT NOMINATION FOR BUDGET COMMITTEE

### BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member: Michael Dubick

Date of Nomination: January 21, 2009

Term of Budget Committee Appointment: January 21, 2009 January 1, 2012  
Effective Date Term Expiration Date

Approved by Board: \_\_\_\_\_  
Date

**NOMINEE'S NAME:** DONALD NORDIN

**Home Address:** 346 Elk Drive, Cottage Grove, OR 97424

**Telephone Number:** 541-942-5257

**Business Address:** Equinox Industries, Inc.; 1142 Chestnut Avenue, Cottage Grove, OR 97424

**Telephone Number:** 541-942-7895

**PREFERRED MAILING/DELIVERY ADDRESS:** 346 Elk Drive, Cottage Grove, OR 97424

**Occupation:** Owner/Operator

**Brief statement of nominee's background that is relevant to budget committee appointment:**

In 1994 I became involved in the Cottage Grove Transportation Systems Plan as Chair of the Bicycle Committee. Seeing no commitment to public transportation in that document, I began petitioning for bus service. In 1995 I formed the Friends of LTD, and subsequently became the chief petitioner for three of the four ballot measures that were required to annex Cottage Grove to LTD. During this period I ran for many political offices and was conversant specifically on public transportation issues. In 1998 I was selected as a Public Transportation Advocate of the Year by the Oregon Transportation Association. Over the years, I've served on the Cottage Grove Planning Commission, the Lane County Special Transportation Fund Advisory Council, and numerous other committees.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** BOARD MEMBER REPORTS

**PREPARED BY:** Jeanne Schapper, Administrative Services Manager/Clerk of the Board

**ACTION REQUESTED:** None

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

### MEETINGS HELD

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

1. **West Eugene EmX Extension Corridor Committee (WEEEC)**: This committee is a subcommittee of the EmX Steering Committee and is composed of Board members Greg Evans, Dean Kortge, and Gerry Gaydos, along with members of local government and community representatives. At its January 8 meeting, the committee discussed potential project impacts to the following environmental disciplines of Chapter 2 in the Draft Environmental Impact Statement: Noise; Air Quality; Utilities; Energy and Sustainability; Hazardous Materials; Geology; and Earthquake Standards. The next meetings of the WEEEC are scheduled for February 12 and February 26.
2. **Metropolitan Policy Committee (MPC)**: MPC meetings generally are held on the second Thursday of each month. Board members Gerry Gaydos and Greg Evans are LTD's MPC representatives, with Mike Dubick serving as an alternate. The MPC did not meet in December. At the January 8 meeting, major agenda items included a discussion with Representative Beyer and a presentation on LTD's budget issues.

**NO MEETINGS HELD**

1. **Board Service Committee:** The Board Service Committee members are Greg Evans, Ed Necker, and Chair Mike Eyster. The committee last met on September 2. The next committee meeting will be held on January 29.
2. **Board Finance Committee:** The Board Finance Committee is composed of Dean Kortge (chair), Mike Dubick, and Ed Necker. The committee last met on November 4. The next committee meeting is scheduled for February 18, 4 p.m. - 5:30 p.m., preceding the regular Board meeting.
3. **LCOG Board of Directors:** The LCOG Board meets every other month. LTD Board Member Mike Dubick represents LTD on the Lane Council of Governments (LCOG) Board of Directors as a non-voting member. The Board last met on December 11, and the agenda included discussions of the LCOG 2009 dues rates and 2009 budget assumptions. The next meeting of the Board is scheduled to be held on February 26.
4. **EmX Steering Committee:** Board members Gerry Gaydos, Doris Towery, and Greg Evans are members of LTD's EmX Steering Committee, along with members of local units of government and community representatives. The next meeting is scheduled to be held on March 3, 2009.
5. **Board HR Committee:** The Board HR Committee is composed of Mike Dubick, Mike Eyster, and Chair Gerry Gaydos. The next meeting is not yet scheduled.
6. **APTA Authorization Committee:** The American Public Transportation Association (APTA) Authorization Task Force is developing transit requests for a new surface transportation bill. SAFETEA-LU, the current surface transportation bill, expires on September 30, 2009. Board member Greg Evans has been appointed to the APTA Authorization Task Force. Mr. Evans attended a Task Force meeting in Washington, D.C. on September 12. The Committee's recommendations are being reviewed and await approval by APTA's Executive Committee and Board of Directors.
7. **Gateway EmX Extension Corridor Committee:** This committee (formerly Pioneer Parkway Corridor Committee) also is a subcommittee of the EmX Steering Committee. It is composed of Board members Doris Towery, Mike Dubick, and Mike Eyster, and local government and community representatives. The committee last met on January 17, 2008. The next meeting has not yet been scheduled.

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

(As of January 21, 2009)

**BOARD OFFICERS**

*(Terms expire 6/30/10)*

President – Mike Eyster  
Vice President – Greg Evans  
Secretary – Dean Kortge  
Treasurer – Ed Necker

**SERVICE COMMITTEE**

(meets every other month, or as needed)

Greg Evans  
Doris Towery  
Ed Necker  
\*\*\*Committee to designate Chair

**HUMAN RESOURCES COMMITTEE**

(meets 2<sup>nd</sup> and 4<sup>th</sup> Thursdays, as needed)

\*Mike Dubick  
Dean Kortge  
Gerry Gaydos

**FINANCE COMMITTEE**

(meetings scheduled as needed)

Mike Dubick  
\*Dean Kortge  
Ed Necker

**EmX STEERING COMMITTEE – BOARD  
REPRESENTATIVES**

(meets quarterly)

Greg Evans  
\*Gerry Gaydos  
Doris Towery

**METROPOLITAN POLICY COMMITTEE  
(MPC) REPRESENTATIVES**

(meets 2<sup>nd</sup> Thursday of the month)

Greg Evans  
Mike Eyster  
Alternate: Mike Dubick

**WEST EUGENE CORRIDOR COMMITTEE**

(a subcommittee of the EmX Steering Committee)  
(meets 2<sup>nd</sup> Thursday of the month through May '09)

Greg Evans  
Gerry Gaydos  
Dean Kortge

**WALNUT STATION STEERING  
COMMITTEE**

(meetings scheduled as needed)

Mike Eyster

**PIONEER PARKWAY CORRIDOR  
COMMITTEE**

(a subcommittee of the EmX Steering Committee)

Mike Dubick  
Mike Eyster  
Doris Towery

**LANE COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS**

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

Mike Dubick  
Alternate: Mike Eyster

**WEST EUGENE EmX CORRIDOR**

**COMMITTEE**

Greg Evans  
Gerry Gaydos  
Dean Kortge

**Appointees and government  
representatives:**

Eugene City Councilor Jennifer Solomon  
Eugene City Councilor Chris Pryor  
Lane County Commissioner Bobby Green

**Appointees:** Ilona Koleszar  
Clayton Walker  
Will Shaver  
Micah Sardell  
Jim Thomas  
Peter Bungum  
Rob Zako  
Ric Ingham  
Kari Turner  
Ann Angvick  
Garrick Mishaga  
Anand Keathley

**PIONEER PARKWAY CORRIDOR**

**COMMITTEE**

Doris Towery  
Mike Eyster  
Mike Dubick

**Appointees and government  
representatives:**

Springfield City Councilor Christine Lundberg  
Springfield City Councilor Hillary Wylie  
ODOT District Ramona Cline

**Appointees:** Tammy Fitch  
Dave Jewett  
Dan Egan  
Tom Boyatt

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** CORRESPONDENCE

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** None

**ATTACHMENTS:** The attached correspondence is included for the Board's information:  
  
January 7, 2009, letter from Oregon Country Fair Representative Charles Ruff regarding charter bus service to the Oregon Country Fair.

**PROPOSED MOTION:** None

MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING  
BY CONFERENCE CALL

Tuesday, December 9, 2008

Pursuant to notice given to *The Register-Guard* for publication on December 7, 2008, 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 Tuesday, December 9, 2008, beginning at 11:30 a.m., in the LTD Conference Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Mike Eyster, President, presiding  
Greg Evans, Vice President  
Dean Kortge, Secretary  
Ed Necker, Treasurer  
Michael Dubick  
Gerry Gaydos  
Doris Towery  
Stefano Viggiano, Assistant General Manager  
Jeanne Schapper, Clerk of the Board, Minutes Recorder

**CALL TO ORDER/ROLL CALL** – Mr. Eyster called the meeting to order at 11:31 a.m. and called roll. Mr. Eyster was present in the LTD conference room. Mr. Evans, Mr. Dubick, Mr. Gaydos, Mr. Kortge, Mr. Necker and Ms. Towery were present by telephone conference call.

**MOTION AUTHORIZE PROJECT CONSTRUCTION GRANT AGREEMENT** – Mr. Dubick moved approval of LTD Resolution No. 2008-041: “a resolution authorizing the District to execute a Project Construction Grant Agreement with the Federal Transit Administration.” Mr. Gaydos seconded the motion.

**VOTE** The resolution was approved as follows:  
AYES: Eyster, Evans, Dubick, Gaydos, Kortge, Necker, Towery (7)  
NAYS: None  
ABSTENTIONS: None

**ADJOURNMENT** – There was no further business, and the meeting was adjourned at 11:33 a.m.

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Board Secretary

MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT  
SPECIAL BOARD MEETING/WORK SESSION

Wednesday, July 30, 2008

Pursuant to notice given to *The Register-Guard* for publication on July 26, 2008, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special board meeting/work session on Wednesday, July 30, 2008, beginning at 5:30 p.m., in the LTD Board Room, 3500 East 17<sup>th</sup> Avenue, Eugene, Oregon.

Present: Mike Eyster, President  
Debbie Davis  
Ed Necker  
Michael Dubick  
Gerry Gaydos  
Mark Pangborn, General Manager  
Jeanne Schapper, Clerk of the Board

Absent: Greg Evans  
Dean Kortge

**CALL TO ORDER/ROLL CALL** – Mr. Eyster called the special meeting of the Lane Transit District (LTD) Board of Directors to order and called the roll.

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

**WORK SESSION** – Mr. Viggiano indicated that it was staff's hope that the Board would provide clear direction on the topic of a property tax measure, with the possibility that direction could lead to an action item in August.

Mr. Viggiano reviewed a handout distributed to the Board, which included information pertinent to the boundary for an election; the cost of such an election and an information campaign; data regarding a temporary versus permanent rate; information regarding the potential of compression in Lane County municipalities affected by the tax; and data on the amount of assessed value in Lane County indicating that the rate would be about 22 cents per \$1,000.

Responding to a question from Mr. Dubick, staff indicated that an information campaign could be paid for from existing funds.

Responding to a question from Mr. Necker regarding a property tax measure, Mr. Viggiano said that the District would have to go back to the voters to either increase or extend such a tax.

Staff provided information on the cost of a private campaign to support a measure, which is estimated to be between \$50,000 and \$80,000.

Mr. Eyster asked how difficult it would be to do a campaign without hiring a consultant. Consultant Linda Lynch suggested that some campaigning was necessary and it could be simple, such as radio messages. She believed that less than \$50,000 could be spent, but emphasized that some sort of campaign was needed.



Responding to a question from Mr. Dubick, Mr. Pangborn said that the campaign for the urban renewal district in Springfield was funded by private businesses who believed the issue was important for the entire community. Raising that amount of money took some effort.

Responding to a question from Mr. Necker about who would fund a campaign for an LTD property tax, Mr. Pangborn suggested that businesses might be interested in expanding the tax base.

Mr. Gaydos said that it would be a difficult time to raise money, given the other competing measures, as well as presidential, and mayoral races. He suggested that the District could attach itself with the City of Eugene's transportation measure.

Consultant Linda Lynch said she could attempt to identify the businesses and individuals interested in LTD's success.

Mr. Eyster solicited Board comments.

Mr. Dubick mentioned that he talked to many people in the Creswell and Cottage Grove areas and many residents felt that, given these difficult economic times, it would be challenging to ask people to pay more in property taxes. He thought that people appreciated the problem, but did not think a measure would pass. He believed that Chamber representatives, with whom he had spoken to, did not find the prospect of paying property tax on top of the payroll tax agreeable. He thought that they would be more supportive of an increase in the payroll tax than adding a property tax. He said that a particular section of the community was suffering significant economic declines and had not historically been supportive of property tax measures. He had heard that riders would vote for the measure, but those who did not ride the bus probably would not. They felt that a significant education campaign would be needed, and it was not realistic to attempt such a campaign in such a short time.

Mr. Gaydos said he had talked to two small-business people who had expressed their concerns about current overall economic conditions. People were still reacting to the announcement of Hynix's closure. People understood the need, but suggested that in such tough times, a property tax measure would not pass.

Ms. Davis said that she has heard much the same message from Chamber and business representatives who did not think that LTD had time to educate the public. If LTD lost the election, it would have a difficult time returning to the public with another tax measure in the future.

Mr. Eyster said that he had received similar feedback from some elected officials. He and Mr. Pangborn had an interesting conversation with someone who began the discussion pessimistically, but by the end of the conversation, seemed to think that the tax measure was achievable. They thought that if LTD did not attempt the tax measure, it may be perceived that LTD is unilaterally deciding to cut service without giving the public an opportunity to weigh in. Mr. Eyster stated that the remark gave him pause as the reductions would be drastic.

Mr. Necker said that those he spoke to were affected by the Hynix closure. They did not think the current economic environment was open to another tax measure. They thought the District would have more luck with the legislature in raising the payroll tax cap than it would with the voters. The people that he had spoken with had no comment regarding the education piece.

Mr. Eyster solicited remarks from staff.

Mr. Vobora said that he spoke to the Gateway Business Development Group and they had similar comments. The group did not feel there was enough time to submit a property tax measure to voters and that the process would be hurried. They also expressed concern about being hit twice with a property tax on top of a payroll tax and suggested that needed to be mitigated. He had received a few telephone calls after the article in the local newspaper about the possibility of such a measure, and those calls indicated to him that an information campaign about how things were paid for and how programs work would be useful. Mr. Vobora received a call from a senior citizen and former volunteer that was very supportive and willing to work on a campaign. He also spoke to Dan Egan, the Springfield Chamber of Commerce Executive Director, who asked why the District turned first to the private side rather than to the public for assistance. Mr. Egan had advocated for the local governments to get together and coordinate their requests and suggested that the local gas tax be considered as an option. He did not know if that was constitutionally permissible.

Mr. Necker noted a recent conversation he had with Representative Terry Beyer, who indicated that such changes had been tried in the past.

Mr. Pangborn noted that staff and Mr. Eyster recently met with four local legislators who did not have a position on the proposal. He had spoken with several people who were transit supporters who also were supportive of such a measure but did not think it would pass at this time.

Mr. Necker asked if charging the maximum payroll tax would cover the shortfall. Mr. Pangborn said that it would help, but it would not cover the extra shortfall. One-tenth of one percent generated about \$4 million annually, and the shortfall was probably in that area. The District would have to raise the rate to .008 to immediately generate that amount. Ms. Hellekson concurred. Mr. Necker suggested that increasing the payroll tax would be more palatable to the business community. Mr. Pangborn stated that he was unsure. He said that the message he and Mr. Eyster received at the Chamber was that businesses believed they already pay their fair share, and someone else needs to step forward. When the District last raised the rate, it had worked with the business community for a year to explain the need. After the 2003 legislature changed the law to raise the amount allowed to be collected, the District waited two years to implement an increase, with discussions occurring during the same period about the value of the increase.

Mr. Dubick asked about the potential of expanding the payroll tax to local government. Mr. Pangborn indicated that it was possible, although education would be exempt. Municipalities and special districts, including LTD, would pay. Staff had not calculated the impact of that possibility. Mr. Pangborn also added that it would require legislative action, which means that the money would not be available until 2010.

Mr. Eyster asked if LTD had data on which companies were not paying. Ms. Hellekson said staff had no precise idea but was devoting some resources to that issue. Mr. Pangborn estimated \$100,000 to \$200,000 in lost revenues, which would not replace the value of the lost payroll taxes from Hynix.

Speaking to the issue of changing the rate, Ms. Lynch suggested that LTD would not hear organized opposition for accelerating the rate to the full percentage. It would be more challenging to get to .008.

Mr. Eyster asked the Board what it would like to do.

Mr. Necker inquired about the impact of increasing the payroll tax and securing more money from the legislature for senior and disabled services. Ms. Hellekson said it depended on how much the legislature gave LTD. Mr. Pangborn pointed out that the impact would not be felt until 2010, and by then LTD would be in the middle of the service cuts. He said that LTD could receive \$3 million, although he doubted that would happen. He said it would be difficult to shift gears. LTD was almost forced into the situation of having to move ahead.

Mr. Necker said that at this time, he would not support placing a property tax measure on the ballot because of the need for support from a majority of voters.

Mr. Dubick noted the many funding sources for transit districts that exist throughout the country, including special dedicated sales taxes and property taxes. He thought the downside of a property tax was the tie to local government. Given the current economy and LTD's tie to the local economy, he did not think there was a way to overlook that tie. He thought that LTD needed to take a long-term look at funding, and that it would be hard and would require some work by staff to make some of the changes that might be necessary. LTD must maximize its efficiency and make reductions while still providing services, perhaps not with the same frequency but with the same coverage. He did not see LTD being able to succeed with a measure on a crowded ballot in a difficult economy. He called on the Board to work for the long-term, do the best with what it had, and wait for the tide to rise.

Mr. Necker suggested that the District could use its reserves to maintain services and rebuild those reserves when economic times improved.

Ms. Davis said she was convinced by her discussions with others that LTD did not have the time to conduct a successful election. People she spoke to understood the problem but thought a measure would get voted down. She acknowledged Mr. Eyster's comments, but said that voters did not understand and continued to ask the same questions in spite of the information they were given in articles in the local paper.

Mr. Necker suggested that LTD could offer the public such a measure when it had time to do the necessary education.

Mr. Gaydos believed that LTD could mount a reasonable campaign but would lose in the end. He asked if LTD wanted to spend \$100,000 to gauge support of the public. While he firmly believed in education, he pointed out that the message that LTD sent was frequently not heard, and the recipient must hear it, believe it, and pass it on.

Mr. Gaydos thought there was great community acceptance of LTD because the community liked the existing service, not because they wanted to invest in the future. He observed that he was continually surprised when people asserted at public hearings that LTD made a profit, for example. Mr. Gaydos said the decision was difficult because LTD is a wonderful institution and has provided amazing service. Nevertheless, he was unable to support a property tax measure at this time.

Mr. Eyster said that by any measure of efficiency, LTD was stellar in comparison to other districts. The District was frequently visited by other agencies so that they could take measure of its success. He said that the Board would be faced with some very hard choices in reducing services as it would either have to eliminate routes that were full or eliminate services where

people had no other option. He noted that demand had never been higher and the need had never been greater.

Mr. Necker said the Board needed to balance the fiscal and the human side, and that balance could not be achieved without negatively affecting someone. The Board would have to grit its teeth and try to come to a decision that would negatively affect as few people as possible.

Mr. Eyster believed that LTD's dilemma had been explained well in the media, and he thanked Matt Cooper of *The Register-Guard* for that. Mr. Eyster explained that he was not afraid to participate in a campaign, but he had no idea where to quickly secure \$50,000 to \$80,000 for a private campaign. He acknowledged the remarks of other Board members and interpreted the comments as direction to staff that a property tax measure was not an option the District could pursue at this time. If LTD was to offer such a measure, the education campaign should have begun a long time ago.

Mr. Pangborn said the District had not faced such a dilemma in recent times. He thought that at some level, people understood the problem and were supportive of the District; but he thought it would take a while for people to get used to the idea of paying for something that they had not paid for in the past. He said that the majority of those who would be paying for bus service did not use the service, and that could be a "hard sell."

Mr. Eyster reiterated that he was willing to participate in the "hard sell," but did not think there was time.

Mr. Gaydos noted some of the things that needed to occur for a successful campaign, including surveying and preparing a message. He said that even if LTD had started the process earlier, the news of Hynix's closure might have doomed such a measure.

Mr. Dubick thought that LTD had several options to consider, but many would require legislative action and that could not occur in a timely fashion. He recalled his time of service on the Lane Community College Board when it faced a similar situation and lacked the state and Federal support to maintain services. He thought LTD was in a similar position because the state and federal governments were leaving the Board in the position of making tough decisions about how to do the most it could with what it had.

Mr. Eyster believed that the necessary reduction would probably be about 17 percent with the closure of Hynix.

Mr. Pangborn indicated that staff would return with other options and the tradeoffs involved. He said that when the Board contemplated reductions, it would hear from the members of the public who would not care about the reasons the Board had decided against such a measure.

Mr. Necker thought that the Board's strategies were limited to increasing the payroll tax to the statutory maximum and seeking state funding for elderly and disabled transportation.

Mr. Viggiano recalled that the Board had discussed increasing the payroll tax to the maximum, seeking an increase in the cap, and expanding the payroll tax to government. There had been less interest in a system development charge or parking tax.

Mr. Pangborn mentioned that he had met earlier that day with Representative Terry Beyer, chair of the House Transportation Committee, who was very aware of the District's situation.

Mr. Eyster thanked staff for their efforts in preparing for the meeting and determining whether such a tax measure was feasible.

**ITEMS FOR ACTION**

MOTION **Consent Calendar** – Mr. Gaydos moved adoption of LTD Resolution 2008-031: It is hereby resolved that the Consent Calendar for July 30, 2008, is approved as presented. Ms. Davis provided the second.

VOTE The Consent Calendar was approved as follows:  
AYES: Davis, Dubick, Eyster, Gaydos, Necker (5)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Evans, Kortge

**SECOND READING OF AMENDED ORDINANCE NO. 35** – Mr. Vobora clarified that the Board did not need to hold a public hearing.

MOTION Mr. Dubick, seconded by Mr. Gaydos, moved that the 16<sup>th</sup> Amended Ordinance Number 35 be read in its entirety.

VOTE The motion was approved as follows:  
AYES: Davis, Dubick, Eyster, Gaydos, Necker (5)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Evans, Kortge

Mr. Vobora read Ordinance 35 in its entirety.

Responding to a question from Mr. Eyster, Mr. Pangborn confirmed that the Board had already approved the implementation of the cash fare increase.

MOTION **Ordinance 35** – Mr. Gaydos moved adoption of LTD Resolution 2008-029: Be it resolved that the LTD Board of Directors hereby adopts LTD's 16<sup>th</sup> Amendment Ordinance No. 35 as amended in 2008, an ordinance setting fares for the use of District services. Mr. Dubick provided the second.

VOTE The motion was approved as follows:  
AYES: Davis, Dubick, Eyster, Gaydos, Necker (5)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Evans, Kortge

Mr. Pangborn said that at this time, it did not appear that the Board needed to hold a regular August meeting.

Mr. Pangborn reminded the Board of the e-mail that was sent regarding the need to budget for art for the Springfield EmX system. In the absence of any objections, the District intended to move ahead.

**ADJOURNMENT** – The meeting adjourned at 6:45 p.m.

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Board Secretary

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MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT  
SPECIAL BOARD MEETING/PUBLIC HEARING

Monday, October 13, 2008

Pursuant to notice given to *The Register-Guard* for publication on October 9, 2008, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting on Monday, October 13, 2008, beginning at 5:30 p.m., in the Bascom-Tykeson Room of the Eugene Public Library, 100 West 10th Avenue, Eugene, Oregon.

Present:           Greg Evans, Vice President  
                      Michael Dubick  
                      Gerry Gaydos  
                      Dean Kortge  
                      Ed Necker  
                      Doris Towery  
                      Stefano Viggiano, Assistant General Manager  
                      Jeanne Schapper, Clerk of the Board  
                      Lynn Taylor, Minutes Recorder

Absent:            Mike Eyster, President

**CALL TO ORDER/ROLL CALL** – Mr. Evans called the meeting to order and called the roll. He welcomed new Board member Doris Towery.

**PRELIMINARY PUBLIC HEARING ON FY 2009 SERVICE RECOMMENDATIONS** – Director of Service Planning, Accessibility, and Marketing Andy Vobora stated that ridership was increasing, with records being set each month. He anticipated exceeding 12 million annual boardings. He reviewed productivity statistics for various routes and compared the 10 highest and the 10 lowest in productivity. He said that overall the system as a whole was very productive with an average of more than 53 boardings per revenue hour. He stated that the District was faced with budget challenges including fluctuating fuel prices and the increasing cost of paratransit services. Additionally, almost 80 percent of LTD's funding comes from payroll taxes, and with a weakening economy, LTD will see that income begin to decline.

Mr. Vobora identified potential solutions to budget problems, including fare increases, state and federal funding, and local funding options that could be considered in the future. He said the District's budget was closely scrutinized, and expenses pared wherever possible, leaving service cuts as the means necessary to address any remaining budget deficit. He said service reduction recommendations were made with the following goals in mind:

- Maintain service frequency on major travel corridors
- Maintain 60-minute frequency on urban routes
- Ensure no disproportionate impact on low income or minority populations
- Maintain the current span of service
- Avoid changes that increase costs
- Minimize creating transfers

Mr. Vobora said that there would be additional opportunities for public input prior to the Board's decision on recommendations at its November 19, 2008, meeting. He said that a majority of the changes would occur in September 2009. He explained proposed service changes throughout the system.

Mr. Evans opened the public hearing and explained the process for providing testimony.

**Hilary Dearborn**, 38513 Jasper-Lower Road, commented on elimination of the 8X route. She said cutting service to outlying riders was not the best way to cut costs. She felt that the 8X was not well known, but it made commuting by bus possible for many people who could not use transit to get to work if they were limited to regular service. She said ridership on that route had been increasing and would continue to grow as people discovered the service.

Mr. Vobora agreed that ridership on the 8X was increasing and current data was considered when making recommendations.

**Terry Tanton**, 38814 Camp Creek Road, also spoke to the elimination of route 8X and said many people were upset with the possibility of losing that service. She said that eliminating express service adversely impacted working people and she urged the Board to consider retaining the route. She reminded the Board that working people generate payroll taxes, which help to support the District.

**Jeana Thompson**, 3991 Alcona Street, Springfield, expressed concern about the overflow on several routes and noted that she had been bumped on several occasions when buses were full. She rode the 11 and felt that eliminating the 8X would create even more problems with full buses.

Mr. Vobora replied that the District tracked overloads on the system on a weekly basis and was looking at a policy change to require people to move from wheelchair bays to reduce the times that riders in wheelchairs were left behind. He said the proposed change would be presented to the Board for consideration.

**Karen McClain**, 6975 Bluebelle Way, Springfield, expressed her opposition to eliminating the 8X. She said that the buses seemed to be full and did not understand how the service could be recommended for cuts. She felt that cutting the 8X contradicted LTD's mission statement as most 8X riders did not feel that the 11 was a viable, reliable alternative. She submitted written comments.

**Lynette Boon**, 2115 Hawkins Lane, Eugene, advocated for the #76. She said that Hawkins Lane was steep and walking up the hill was difficult for the elderly and handicapped. She rode the bus as a University of Oregon employee on the group pass program, but was willing to pay the fare from her own pocket if that would keep the service going. She suggested continuing to provide service during the morning and evening hours so that people could continue to commute to work. She said the other buses going to the University were already very crowded.

**Wendy Butler-Boyesen**, 3805 Paget, Eugene, stated that she was a longtime bus rider and that her husband was disabled and used either RideSource or regular service if she accompanied him. She reinforced earlier comments concerning overloads on buses and endorsed a policy change that would require riders to give up a seat for a disabled rider. She advocated for service on Hawkins Lane and rush hour service on Oak Patch Road, which had a dense population of low income riders who depended on the bus to get to work. She also encouraged service to the



Tamarack Center for disabled riders who used that facility. She said that elimination of that service would increase the demand for RideSource.

**Beth Prescott**, 1554 Oak Patch Road, Eugene, commented that route 30 was a heavily used service with buses usually packed with riders. She said that the 78 was not a substitute as it did not provide service to downtown; it only provided service to the University. She said Oak Patch was a long street with numerous large apartment complexes and it would be difficult for people to have to walk to 18<sup>th</sup> Avenue or 11<sup>th</sup> Avenue to catch the bus. She felt that many people would stop riding the bus if it became inconvenient, and she feared that transit would become irrelevant. She urged preservation of service during rush hours.

**Matt Koehler**, 1554 Larkspur Loop, Eugene, said he was a rider on the 60 route and would not advocate preserving the full service, but encouraged the Board to consider options such as keeping one bus in the morning and one in the evening, or allowing some access to Cal Young on the 66 or the 67 for riders in the Ferry Street Bridge area.

**Ed McDunn**, 3690 West 1<sup>st</sup> Avenue, Eugene, speaking on behalf of the Pearl Buck Center, pointed out that the Center's services were now consolidated in a facility on West 1<sup>st</sup> Avenue. He said that all of the Center's clients rode public transportation and thanked the District for its service to the developmentally disabled population. He said that the 32 route was essential to the center's clients.

Mr. Vobora noted that route 32 was unaffected by the proposed reduction in service.

**Peter DeFoi**, 1133 Olive Street, Eugene, indicated that he had worked as a business manager for a nonprofit organization and understood the difficulties in dealing with budget cuts. He appreciated the service LTD provided. He had been bumped from full buses and expected that to continue in the future. He recognized the need to cut service on routes with lower ridership.

**Jan Griffin**, 6487 D Street, Springfield, said she rode the 8X route. It would add another hour to her commute each day if she had to use the #11, making it more feasible to drive to work. She said that for some riders it was not possible to stand for long periods of time, and they could not give up their seats for a wheelchair rider.

**Ernie Unger**, 1542 West 1<sup>st</sup> Avenue, Eugene, speaking on behalf of the Eugene Mission, noted that the #40 and #52 routes served the Mission's 2<sup>nd</sup> Avenue and Chambers Street location. He said the Mission had between 300 and 400 guests per night and many rode the bus. He asked for clarification of continued service to that area.

Mr. Vobora explained that the Mission's location would be served by the proposed new #51 route.

**Ellen Johnson**, Eugene, stated she was very angry when she heard that LTD was cutting service, but had learned a lot at the hearing, including how much effort had gone into the proposed changes for combining and streamlining routes. She purposely lives without a vehicle for transportation to protect the environment. She then asked Board members to indicate who lived car-free or regularly rode the bus. She expressed concern with the peak oil crisis and the community's survival, which would depend on having a reliable transportation system in place before people were no longer able to use their cars. She said more funding was needed to expand service.

**Mel Barnes**, 1473 C Street, Springfield, distributed written remarks. He advocated for retaining the #18 and #19 routes to the Willamalane Adult Activity Center. He said that many of the riders on those routes had limited mobility and would be forced to use RideSource if the service was eliminated as accessing other routes would be hazardous. He hoped that the Board would continue to consider his previous proposals for service as well.

Mr. Vobora commented that the Activity Center would continue to be served.

**Tim Cookson**, 6578 Aaron Lane, Springfield, spoke to the District's proposed budget and expressed concern with the built-in increases in fuel prices at a time when fuel prices had collapsed. He said it was unlikely that prices would rise until the recession was over and that should allow fewer cuts to be made. He encouraged incremental cuts tied to actual fuel price increases, or a fuel surcharge, in lieu of cutting service. He said that there should be cuts to administrative jobs commensurate with service cuts. He noted that debt service in the budget indicated the District could borrow funds, at least for capital projects, and suggested that additional funds could be borrowed to support service and then repaid in the future as the economy improved. He said that refinancing the outstanding debt at a lower interest rate was another option to consider.

There being no further testimony, Mr. Evans closed the public hearing and called for comments from staff and Board members.

Mr. Vobora thanked those who spoke and said that all public comments would be reviewed with the Board at its October 15 meeting. He said that any updates to the service recommendations would be posted on the District's website and discussed at the next public hearing on November 10.

Mr. Evans asked if the elimination of the #8X would be reconsidered based on the comments received. Mr. Vobora said that any of the recommendations could be revisited and the administrative budget was also being reviewed.

Mr. Kortge remarked that it was difficult to estimate fuel prices and that was why the changes were being proposed for September 2009. He added that the budget remained a moving target.

Mr. Necker stated his support of the concept of express service in the morning and evening and asked riders to submit specific proposals on the website for which times those buses would best serve the riders' needs.

**ADJOURNMENT** – The meeting adjourned at 6:50 p.m.

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Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, December 17, 2008

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, December 17, 2008, at 5:30 p.m., was canceled due to inclement weather.

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Board Secretary

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** BOARD CALENDARS

**PREPARED BY:** Jeanne Schapper, Administrative Services Manager/Clerk of the Board

**ACTION REQUESTED:** Discussion of Board member participation at LTD, and community events and activities

**BACKGROUND:** Board members are asked to coordinate the Board Activity Calendars with their personal calendars for discussion at each Board meeting. Updated Board Activity Calendars are included with this packet for Board members.

Please contact Jeanne Schapper with any changes in your availability for LTD-related meetings and events, or to provide your winter and spring vacation dates.

**ATTACHMENT:** Board activity calendars are included separately for Board members.

**PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** January 21, 2009
- ITEM TITLE:** CONSENT CALENDAR
- PREPARED BY:** Jeanne Schapper, 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 January 21, 2009:
1. Approval of the Minutes of the July 30, 2008, Special Board Meeting
  2. Approval of the Minutes of the October 13, 2008, Special Board Meeting
  3. Approval of the Minutes of the December 9, 2008, Special Board Meeting by Conference Call
  4. Approval of the Minutes of the December 17, 2008, Canceled Board Meeting
  5. Budget Committee Nominations: Kay Metzger and Donald Nordin
- ATTACHMENT:**
1. Minutes of the July 30, 2008, Special Board Meeting
  2. Minutes of the October 13, 2008, Special Board Meeting
  3. Minutes of the December 9, 2008, Special Board Meeting by Conference Call
  4. Minutes of the December 17, 2008, Canceled Board Meeting
  5. Forms nominating Kay Metzger and Don Nordin to new three-year terms on the LTD Budget Committee
- PROPOSED MOTION:** I move that the Board adopt the following resolution:
- LTD Resolution No. 2009-001: It is hereby resolved that the Consent Calendar for January 21, 2009, is approved as presented.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** CHARTER RATE PRICING OPTIONS

**PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing

**ACTION REQUESTED:** Board discussion and decision on a change to the pricing of charter services

**BACKGROUND:** The Board recently adopted changes to the District's charter policy. The most significant of these changes included adoption of the fully allocated rate for all charters operated by LTD. This change resulted in an increase in rates from the direct cost of \$99 per service hour to \$127 per service hour.

The Board has received a request from the Oregon Country Fair to implement this change in a phased approach. The following chart provides two options for the Board's consideration.

	Direct Cost	Fully Allocated Cost	Phased Option 1	Phased Option 2
2008	\$91	\$117	-----	-----
2009	\$99	\$127	\$99	\$111
2010*	\$104	\$134	\$115	\$123
2011*	\$109	\$140	\$131	\$135
2012*	\$115	\$147	\$147	\$147

\*estimated

Option 1 phases in the increase in equalized fashion while Option 2 accelerates the increase in the first year, thereby making subsequent increases less dramatic.

The Board should note that all events, with the exception of UO football games, were charged at the direct cost rate in years past. These event organizers have been notified about the change to the fully allocated rate and are prepared to pay this rate. The Board might consider that the adoption of this phased approach should be applied to events that currently take place in our community, while new events should be charged the fully allocated rate.

It also should be noted that future year rates are estimates. By adopting a phased approach, the Board will be adopting a process that attains the fully allocated rate for all events by 2012.

**ATTACHMENTS:** Charter Service Policy

**RESULTS OF RECOMMENDED ACTION:** LTD will charge all events, with the exception of UO football or other new or significantly labor intensive events, rates that will increase according to the percentage changes outlined in the chart above.

**PROPOSED MOTION:** I move the following resolution:  
  
Lane Transit District resolution 2009-004: Be it resolved that the Lane Transit District adopts phased Option \_\_\_ to apply to current local event charters.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** BOARD COMMITTEE ASSIGNMENTS

**PREPARED BY:** Mike Eyster, Board President

**ACTION REQUESTED:** None. Committee Assignments will be finalized.

**BACKGROUND:** A list of current LTD Board committee assignments was sent to Board members in December, and Board members responded with their committee preferences. Any changes in committee assignments have been discussed with the affected Board members, and no adverse comments or concerns were expressed regarding the assignments. The Board committee assignments for 2009 are now finalized.

**ATTACHMENT:** LTD Board of Directors Committees and Special Assignments (*to be handout at Board meeting*)

**PROPOSED MOTION:** None





**Lane Transit District**  
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## MONTHLY DEPARTMENT REPORTS

January 21, 2009

### PLANNING AND DEVELOPMENT

*Tom Schwetz, Director of Planning and Development*

#### PROJECT DEVELOPMENT

##### **West Eugene EmX Extension (WEEE):**

A summary of WEEE project information is included as an Information Item in the January 21 meeting packet.

##### **Other:**

Staff continue to actively coordinate with the West Eugene Collaborative (WEC) on future plans for West Eugene. Due to inclement weather, the January 6 meeting was canceled. A coordinating committee is revising a draft report, which is currently under review by WEC members. The next WEC meeting will be held on January 29, 2009. Staff also have been involved in future plans for the Walnut Node and Infill Compatibility Opportunity Siting and Infill Standards with the City of Eugene and the ODOT Beltline project: River Road to Coburg Road.

#### COMMUTER SOLUTIONS

*Connie B. Williams, Program Manager*

##### **Group Pass/ETC Programs:**

Two new Group Pass/ERH Participants:

- Green Valley Rehabilitation Health Center: 110 Employees
- Planned Parenthood: 19 Employees

Organizations that did not renew their Group Pass Contract for 2009:

<b>GPP Organizations that Left Program in 2008</b>	<b>Contract Signed</b>	<b>Contract Ended</b>	<b>Number of Employees</b>	<b>Reason</b>
Down to Earth	2003	Dec-08	83	Economy
Harrang Long Gary Rudnick	2000	Dec-08	41	Low Transit Usage
Harry Ritchie's Jewelry	2005	Dec-08	41	Economy
Taco Time Downtown	2004	Oct-08	10	Closed Doors
Taco Time Gateway	2007	Nov-08	12	Closed Doors
Western Env Law Center	2007	Dec-08	10	Economy-mostly bike riders

**Smart Ways to School:**

Student Transit Pass Program: U.S. Bank is continuing as LTD's partner in the Student Transit Pass Program. This partnership provided LTD with a payment of more than \$660,000 as reimbursement for the second half of the 2007-08 school year.

Student ridership on LTD continues to increase even as gas prices have recently decreased. A recent passenger count showed that students in grades 6-12 accounted for more than 7,000 rides per school day. This is up from about 6,500 last year.

Safe Routes to School: Lisa Van Winkle continues to serve on the local Safe Routes to School (SRTS) team that is helping the Eugene 4J School District recruit 10 more schools to implement SRTS activities. This effort is funded by the Oregon SRTS funds provided through the SAFETEA-LU legislation.

**Education and Outreach:**

Marcia Maffei and Mary Green presented at a recent Transportation Fair for Green Valley Rehabilitation Health Center.

**CAPITAL PROJECTS**

*Charlie Simmons, Facilities Services Manager*

**Gateway EmX Extension:**

The International Way segment of Gateway EmX went out to bid. Currently there is a lot of competition among contractors, and many bids are expected. The total cost should be very close to budget.

The 100 percent designs were submitted to the City of Springfield. Staff are working with Wildish Building Company and are very close on a guaranteed maximum price (GMP). Staff are hoping for a signed contract in February.

A project update will be presented during the January 21 work session.

**Gateway Station:**

Steel is going up and construction has resumed at the Gateway Station. The facility should be operating sometime near the end of April or beginning of May 2009.

**SERVICE PLANNING, ACCESSIBILITY,  
AND MARKETING**

*Andy Vobora, Director of Service Planning, Accessibility, and Marketing*

**Service:**

The University of Oregon (UO) has purchased additional service on Route 79x (UO/Kinsrow). This service will extend operations on Route 79x through 2 a.m. on Monday through Saturday nights. There are a significant number of students who live in the apartments off of Martin Luther King Jr. Boulevard. The service began operation on Monday, January 5, and carried more than ten riders on several trips during the first night of service. This service had been

purchased by the UO to operate through the winter bid. LTD expects the service package to continue as is or to be expanded for the 2009-10 school year.

Winter bid has been posted and staff are completing their work in order to get the changes implemented on February 1.

In December Marketing staff distributed 2009 event service information to private bus operators. Following the two week review period, only one private operator expressed any interest; however, the private carrier does not qualify due to its limited fleet and lack of interest in coordinating the event services. Providing that event organizers wish to move forward with shuttle services, LTD will provide service to the Eugene Marathon, Butte to Butte, Oregon Country Fair, Lane County Fair, UO football and basketball games, and a couple of other events.

**Media:**

*The Register-Guard* reported on the Cricket free ride sponsorship, the added UO late-night service, the sponsorship of the Student Pass Program by Bank of America, and a concern about pedestrian safety at the Pioneer Parkway roundabout. When new payroll tax information is received, there will be follow-up coverage regarding LTD's budget. Mark Pangborn and Andy Vobora met with *The Register-Guard* Editorial Board last month. The meeting went very well and was primarily an update on the budget and what LTD is seeking from the state legislature.

**Outreach:**

Board President Mike Eyster and Andy Vobora gave a presentation to the League of Women Voters. The session was well attended, and the group offered many good questions. We left them with a call to support LTD's efforts with the state legislature as the session opens.

Marketing staff are working on the launch of an LTD Facebook page. This type of social marketing is being used more and more by organizations to reach a younger demographic. This tool provides LTD with the opportunity to connect with interested individuals who support transit. Staff can keep these individuals updated on current LTD information, involve them in LTD-sponsored activities, and inform them about how they can be heard by lawmakers at every level of government.

A new partnership between LTD and the New Zone Gallery will produce the *Gallery on the Bus*, which will feature the work of local photographers on interior bus posters. These displays will be updated throughout the year. Plans for the launch include a display in the LTD Customer Service Center during the First Friday Artwalk in February. LTD has participated in a *Poetry on the Bus* and a Lane Community College *Art on the Bus* program in the past. These opportunities provide a good opportunity for LTD to partner with the arts community, and customers are treated to something different to view during their ride.

**Rosa Parks:**

Angie Sifuentez should be commended for her work on The Committee to Honor Rosa Parks. The unveiling of the Rosa Parks statue will be part of the Martin Luther King, Jr. Celebration on Monday, January 19.

**ACCESSIBLE SERVICES**

*Terry Parker, Accessible Services Manager*

Accessible Services staff continued to focus primarily on the Oregon Department of Transportation, Public Transit Division Discretionary Grant process for Fiscal Years 2009-2011. In December staff met with local non-profit agencies that participate in the low-income and homeless transportation discount programs to discuss the program's effectiveness and policies. Terry Parker presented LTD's human service transportation coordination strategies and United We Ride activities to the American Public Transit Association (APTA) Vice Chair's Transit Board Members National Quarterly Web Conference Call on December 4. RideSource Call Center staff have been in the process of working with State Department of Human Services (DHS) to transition to their new Medicaid Management Information System (MMIS) software. This new software will update and modernize the electronic method used by all medical service related agencies to manage their interactions with the entire Medicaid/Oregon Health Plan system. The Call Center utilizes the MMIS system to access and manage all of its Medicaid eligibility, invoicing, and reimbursement information.

**TRANSIT OPERATIONS**

*Mark Johnson, Director of Transit Operations*

**General Manager Award Recipients:**

There are 22 General Manager Award recipients this year, which is the largest number of awards ever given in a single year. To earn this award, an operator must meet the following criteria:

- No absences
- No preventable accidents or incidents
- Qualification for the Service Award
- No more than two chargeable complaints and no negative road reports
- A satisfactory evaluation
- No disciplinary action of any kind

In honor of this achievement, these employees will be recognized at the January 18 Employee Awards Celebration. The award also includes a day off with pay, a plaque, and a gift certificate to a local restaurant.

**MAINTENANCE**

*George Trauger, Director of Maintenance*

There will not be a Maintenance Department Report this month.

## **FINANCE AND INFORMATION TECHNOLOGY**

*Diane Hellekson, Director of Finance and Information Technology*

### **FINANCE**

*Todd Lipkin, Financial Services Manager*

#### **Grants Management:**

Work continues on the 2008 National Transit Database report submittal. This is the annual report of financial, service, and asset information required of FTA by recipients of Urbanized Area Formula (5307) funding. LTD has been given an indefinite extension while working with the FTA on how to report rural and brokerage services.

#### **Payroll Processing:**

Fifty-eight (58) payroll checks and 610 payroll direct deposits totaling \$887,580 were made in December 2008 (two pay dates).

#### **Accounts Payable:**

Three hundred seven (307) vendor paper and electronic checks totaling \$3,403,040 were processed during the month of December 2008.

#### **Accounts Receivable:**

Twelve (12) cash fare deposits totaling \$145,685 were processed in December 2008.

### **ACCOUNTING/INTERNAL AUDIT**

*Carol A. James, Chief Accountant/Internal Auditor*

#### **Accounting:**

The FY 2007-2008 Comprehensive Annual Financial Report (CAFR) and November Board Reports were completed. Staff began review of accounting issues related to the RideSource Call Center, including drafting a request for consultant proposals for a cost allocation model(s) for the RideSource Call Center.

#### **Internal Audit:**

Staff drafted a work plan for the new function of internal auditing for the remainder of FY 2008-09. The City of Eugene building permit information, dating back to July 2005, has been extracted for submission to State DOR compliance. Contractor data from the City of Springfield permit information, for the period that information is readily available, has been reviewed, summarized, and sent to the State DOR. Unfortunately, this information has only been available on-line since March 2008. IT staff reviewed employer payroll tax data received monthly from the State DOR in order to establish methodologies for determining validity and creating informational reports.

## **PURCHASING**

*Jeanette Bailor, Purchasing Manager*

The construction bid documents for International Way were completed in collaboration with Lane County staff to ensure compliance with federal requirements. The project is out to bid and is due to close on January 30.

Staff worked with Wildish Building Company on an early purchase of plants from growers for the Gateway EmX Extension. This early purchase will guarantee that the plants are grown to the appropriate size and stage for planting during construction. The contract has been awarded by Wildish to a company in Southern Oregon. There were no local suppliers who bid.

Staff from Information Technology and Purchasing are working on a piggyback purchase of Parkeon pay stations as a fare management solution for the EmX service and anticipate a contract in early February.

On January 12-16, staff will be attending a training session on the updates to the Federal Transit Administration purchasing requirements. When staff return, the purchasing policy and procedures manual will be updated to reflect those changes, as will procurement templates.

## **HUMAN RESOURCES AND RISK MANAGEMENT**

*Mary Adams, Director of Human Resources and Risk Management*

### **Employee Health:**

The Health for Life Committee has scheduled its annual strategic planning workshop for January 28. The Committee will review the 2008 activities and update the work plan for 2009. The Empower Program for diabetics was launched on January 1, 2009. Those who enrolled are meeting with pharmacists and coaches this month to set up monitoring programs.

### **Workplace Safety:**

Applications are being prepared for grants available from Oregon OSHA and Special Districts Association of Oregon, LTD's liability insurance carrier. If successful, these monies will be used toward improved security equipment and safety training materials.

### **Selection and Hiring:**

Internal applications were accepted for a vacancy in Finance created by Tracy Davis's resignation. Zach Fish, Customer Service Representative, has accepted the position. There is no other current hiring activity.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** JANUARY AND FEBRUARY 2009 EMPLOYEES OF THE MONTHS

**PREPARED BY:** Jeanne Schapper, Administrative Services Manager/Clerk of the Board

**BACKGROUND:** January 2009 Employee of the Month: Bus Operator Art Kennedy was selected as the January 2009 Employee of the Month. Art joined LTD in 1972, two years before LTD began operations. Art has served on the Siemens radio project committee and has served as a member of the Bus Operator Assessment Team. He also worked as a proofreader in the Service Planning and Marketing Department from 2001 to 2007. Throughout the years, Art has been involved with the annual United Way fund raising event and other activities, including the employee banquet and the LTD annual picnic. In addition, Art has received the annual Safe Driving Award 21 times.

Art was nominated for this award by a fellow employee who wanted to recognize Art for his ability to effectively deal with problems by taking action in a manner that positively represents LTD. Specifically, when a fight between riders occurred recently on a bus, Art responded immediately and resolved the situation in a fair and impartial manner, while maintaining a safe environment for the remaining passengers.

When asked to comment on Art's selection as Employee of the Month, Transit Operations Field Supervisor Dan Budd said:

In addition to his driving duties, Art is an excellent photographer who is rarely seen without his camera. In 2002 he assisted LTD's Graphics Department by photographing employees for the employee year book project.

Art has been an active participant in the growth of LTD and has contributed many hours of his time devoted to making LTD a better workplace and success in the community. Among his many achievements, he has received numerous nominations for Employee of the Month from satisfied customers and co-workers. Congratulations are in order for his exemplary performance, which spans over three decades of public service. Thank you, Art, for your dedication and commitment to LTD.

February 2009 Employee of the Month: Transit Operations Supervisor Van Snyder was selected as the February 2009 Employee of the Month. Van joined LTD in May 2003 as a bus operator and became a field supervisor in May 2007. During the six years he has been with LTD, he has received the General Manager Award three times. Van was nominated for this award by a fellow employee who wished to recognize him for his effectiveness in promoting teamwork; his honesty, sincerity, and accountability; and his dedication and commitment to the vision, mission, values, and goals of LTD.

When asked to comment on Van's selection as Employee of the Month, Transit Services Manager Sue Quick said:

Van is known for his positive attitude and actions, and he uses a very constructive approach when he coaches bus operators. Utilizing his experience as a bus operator, Van has mentored new bus operators who may be dealing with difficult situations. He is considered to be a team player by other supervisors and security staff and is one of those people that can be consistently counted on to step in and help out whenever he is needed. Van demonstrated this willingness to help out recently when he volunteered on his day off to help get one of the buses out of a very dangerous situation during the recent snowstorm.

Acting in the capacity of a temporary supervisor in 2006, Van took the initiative to assist with special events, including basketball and football. His practical knowledge of these events was instrumental in the decision to make him the lead supervisor for the UO football shuttles this past season. The service ran efficiently, with record ridership.

Van has been nominated for the Employee of the Month on several occasions. He was chosen as the February Employee of the Month for his contributions to the District and to the Operations Department. We appreciate his cheerful, professional manner, which is contagious to all with whom he comes in contact with. He is very deserving of this honor.

Congratulations to Art and Van on being selected as the January and February 2009 Employees of the Months!

**AWARD:**

Art and Van will attend the January 21, 2009, meeting to be introduced to the Board and receive their awards.



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i)

**PREPARED BY:** Mike Eyster, President, Board of Directors

**ACTION REQUESTED:** That the Board move into Executive (non-public) Session pursuant to ORS 192.660(2)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the chief executive officer (general manager) of LTD

**ATTACHMENT:** None. (Combined performance evaluation ratings were distributed to Board members under separate cover.)

**PROPOSED MOTION:** I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the LTD general manager.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** EmX FARE MACHINE PRESENTATION

**PREPARED BY:** Steve Parrott, Information Technology Manager

**ACTION REQUESTED:** None

**BACKGROUND:** Staff are considering a fare management product from Parkeon as a simple, cost-effective solution to fare collection on LTD's EmX service. Parkeon's North American division provides intelligent paystations and back-end services for automated parking systems. Several public transit providers found the Parkeon system to be a good fit for specialized services such as streetcars, trolleys, and BRT lines. Parkeon is making a serious effort to serve this niche of the public transportation market.

LTD is researching its ability to leverage a piggyback option in a City of Seattle contract to purchase the Parkeon system. LTD staff are evaluating Parkeon's intelligent paystation with regard to the District's requirements for fare collection. The estimated capital investment for this system is about \$850,000. Data to estimate the cost of operating the system is still being compiled and will be presented when the analysis is completed. If this opportunity passes the various levels of internal investigation and approvals, the system could be operational on the Franklin EmX segment by Fall 2009.

**ATTACHMENT:** Parkeon Paystation Summary Sheet

**PROPOSED MOTION:** None

## **Lane Transit District**

### **2009 Federal Funding Requests**

#### **1. Bus Replacement**

- Description: LTD routinely operates buses for 15 or 16 years that are rated by the federal government to have a 12-year life expectancy. This request would fund replacement of 20 buses that will be 16 years old in 2010. The new buses would be hybrid-electric coaches.
- Amount Requested: \$11 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

#### **2. Maintenance Facility Expansion**

- Description: The LTD Operations and Maintenance facility was completed in 1990. This request would fund expansion of the facility to accommodate additional articulated coaches and a new training facility, and provide for upgrades to various systems. It would also fund the installation of new energy efficient systems, including photovoltaic (solar electric) panels on the roof of the facility.
- Amount Requested: \$5.5 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

#### **3. West Eugene EmX Extension: Preliminary Engineering**

- Description: LTD is in the Alternatives Analysis phase for the second extension (third line) of the EmX bus rapid transit system. The West Eugene EmX will extend the original Franklin line from downtown Eugene to the west. This request would fund the completion of the environmental work and preliminary engineering for the project, up to approximately the 30 percent design level.
- Amount Requested: \$2.5 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

#### **4. Gateway EmX Extension: Construction Funding**

- Description: LTD is about to start construction of the second EmX (bus rapid transit) line, the Gateway EmX Extension. The first line has been in operation since January 2007. Funding for the extension has been included in a recently signed Project Construction Grant Agreement (PCGA), and the majority of the funding has been allocated in previous appropriations cycles. This request would complete the project funding. Note that the existence of the PCGA with the agreed-upon project cost virtually assures that this funding will be provided.
- Amount Requested: \$4.295 million
- Source of Funds: FTA Small Starts Program

## **Federal Surface Transportation Bill Requests**

### **1. Design and Construction of West Eugene EmX Extension**

- Description: This request is for a listing of the West Eugene EmX project in the next Federal Surface Transportation Bill in the amount of \$75 million. The project is currently in the Alternatives Analysis phase, with a “Locally Preferred Alternative” to be determined in late 2009 following completion of the Environmental Impact Statement. The \$75 million cost estimate is very rough estimate given that the alignment has not been selected. A more precise cost estimate will be developed as part of the preliminary engineering. It should also be noted that this is not a funding request at this point since the project will need to proceed through FTA’s Small Starts rating and evaluation in order to qualify for funding. This request is to have the project “named” in the transportation bill, which facilitates a future request for funding.
- Estimated Project Cost: \$75 million
- Source of Funds: FTA Small Starts Program

### **2. Renovation and Expansion of the Maintenance and Operations Facility**

- Description: The LTD Glenwood facility is approaching 20 years of age. There is a need for renovation of various systems and expansion to accommodate a larger fleet, including more 60-foot articulated buses. As part of the expansion and renovation, improvements will be made to improve the energy efficiency of the building and its heating, cooling, and ventilating systems
- Amount Requested: \$12 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

### **3. Environmental Analysis and Alternatives Analysis for EmX Corridor #4**

- Description: Development of a new EmX corridor takes six to eight years from planning to implementation. These funds would allow for the planning, environmental analysis, and alternatives analysis for the fourth EmX corridor to proceed, with the expectation that final design and construction of the corridor would be funded by the subsequent transportation bill. This funding would take the project through preliminary engineering, which is approximately at the 30 percent design level.
- Amount Requested: \$6.5 million
- Source of Funds: FTA Alternatives Analysis

### **4. Franklin Boulevard Corridor**

- Description: LTD, working with Springfield, Eugene, and other partners, seeks to improve the Franklin corridor between the Springfield Bridge and the federal courthouse. LTD’s portion of the project is to add EmX lanes where they now do not exist or where there is only a single lane. The most likely first phase of this project is in the Glenwood area.
- Amount Requested: \$7.5 million for the entire corridor: The actual request will depend on the specific segment(s) of the corridor that Springfield and Eugene pursue.
- Source of Funds: FTA Small Starts (for LTD portion)

**5. Bus Replacement and Expansion**

- Description: LTD replaces buses every 15 years, which is three years beyond the federally-allowed standard. In addition, service expansion requires additional buses. Formula funds are insufficient to meet this need.
- Amount Requested: \$30 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

**6. Vehicle Guidance Implementation**

- Description: LTD has been selected by the Federal Transit Administration as a demonstration site for vehicle guidance technology. This technology includes lane-keeping (guiding the vehicle in a lane) and precision docking (guiding the vehicle into a bus stop). This request would fund the implementation of the guidance system on EmX, should the demonstration project determine that the implementation of this technology is feasible and provides significant advantages to the operation of the system.
- Amount Requested: \$3 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

**7. Park & Ride System Expansion**

- Description: Over the six years of the bill, LTD seeks to add four additional Park & Ride lots in key locations in the community. LTD would seek joint development opportunities for these facilities. One initial opportunity may be a Park & Ride in the Gateway area to serve the new Gateway EmX extension.
- Amount Requested: \$6 million
- Source of Funds: FTA Section 5309 Bus and Bus Related

**8. Elderly and Disabled Transportation Operational Funding**

- Description: Paratransit service for elderly and disabled persons required by the Americans with Disabilities Act is taking a larger and larger share of the LTD budget, which leaves less funding available for fixed-route service.
- Amount Requested: \$2.8 million in federal funds per year
- Source of Funds: Not Specified

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** January 21, 2009
- ITEM TITLE:** ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING
- PREPARED BY:** Jeanne Schapper, 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. **RideSource Call Center Brokerage:** – Accessible Services staff will present an update to the Board of the first eight months of Call Center operations at the February 18 meeting.
  - B. **Public Transit Discretionary Grant:** Accessible Services staff will present the Biennium 2009-11 Consolidated ODOT Discretionary Grant Application for a public hearing and Board approval at the February 18 regular meeting.
  - C. **Contested Case Procedure – Ordinance 36:** Ordinance 36 concerns conduct on District property. Currently The District's contested case hearing process is not described in the ordinance. The Board will be asked at its February 18 meeting to approve a procedure for conducting hearings when issued violations are contested. This change will make the process clear to the public as part of Ordinance 36.
  - D. **Revised Capital Improvements Program Adoption:** Approval of the FY 2008-09 Capital Improvements Program will be on the agenda for the March 18 regular Board meeting.
  - E. **Revised Long-Range Financial Plan Adoption:** Approval of the FY 2008-09 Long-Range Financial Plan will be requested at the March 18 regular Board meeting.
  - F. **Commuter Solutions Annual Report:** The annual Commuter Solutions report to the Board will be on the March 18 regular meeting agenda.
  - G. **Pension Plan Update:** Plan updates will be provided during the work session at the March 18 regular meeting.
  - H. **Legislative Bill Updates:** The Board will be provided regular updates during the 2009 legislative session.
  - I. **Annual Performance Report:** Staff will prepare a performance report for FY 2008-09 for presentation to the Board in Summer 2009.

- J. **West Eugene EmX Extension (WEEE) Update:** Periodic updates on the progress of the design and construction of the WEEE project will be provided to the Board throughout the project.
- K. **Gateway EmX Extension Construction Updates:** Periodic updates on the progress of the design and construction of the Gateway EmX Extension will be provided to the Board throughout the project.
- L. **LTD Sustainability Plan:** The LTD Board has adopted a sustainability policy. The Board will review a plan outlining LTD's role in advancing the social, economic, and environmental sustainability of the Eugene-Springfield metropolitan area at a future meeting.
- M. **Park & Ride Program:** Issues regarding LTD's Park & Ride facilities will be discussed with the Board's Service Committee and then brought to the full Board for discussion at a future meeting.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** GATEWAY EmX EXTENSION PROJECT UPDATE

**PREPARED BY:** Charlie Simmons, Facilities Services Manager

**ACTION REQUESTED:** None. Information Only.

**BACKGROUND:** The Gateway EmX Extension project is being constructed using three contracts. The Gateway Station is currently under construction, with completion anticipated in April or May of 2009. The design for the remainder of the project was completed last month. The International Way segment is out to bid, with bid opening scheduled for January 30, 2009. The third contract, which includes the other roadways and all stations, will use a Construction Management/General Contractor (CMGC) approach, with Wildish Construction Company selected as the CMGC. Separate cost estimates for that portion of the project have been developed by project designers Parsons Brinkerhoff (PB) and Wildish. LTD staff, Wildish, and PB have worked through the cost estimates to confirm quantities, scope, and constructability, and to ensure that the total estimated cost is within the project budget. LTD is extremely close to an agreement on a guaranteed maximum price (GMP) with Wildish. Construction is scheduled to begin in Spring 2009.

Staff will present a project update of the Gateway EmX Extension as well as discuss details of the project budget, final design, property acquisitions, and the Gateway Station at the January 21 meeting.

**ATTACHMENT:** None

**PROPOSED MOTION:** None





# **Jobs and Transportation Act 2009**

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## Message from the Governor

Investing in our transportation system is the strongest stimulus tool available to us during this current economic downturn. It creates jobs, keeps products moving effectively and efficiently and helps local businesses keep their doors open.

Oregon's multi-billion dollar transportation infrastructure hasn't been maintained to keep up with population growth and freight traffic, hindering Oregon's ability to move people, commerce and goods effectively throughout the state. The result is more gridlock, more time spent in the car instead of with our families, and more carbon emissions in our air.

If critical improvements are not made, we can expect that congestion on our roads will increase by 42 percent over the next fifteen years, creating gridlock for commuters and further challenging Oregon's ability to compete in the traded sector economy. Additionally, since transportation accounts for nearly 40 percent of greenhouse gas emissions, Oregon must provide transportation options that complement our carbon reduction strategy. Finally, Oregon will see a steep decline in Oregon Transportation Investment Act funding starting in 2010 if we don't reinvest now.

Last year I asked more than fifty business leaders, legislators, local and state officials, transportation stakeholders, and sustainability and land use experts to develop recommendations for how to address the years of deferred maintenance and need to modernize our entire transportation system. I charged this group to help me develop a transportation package around five core principles: creating jobs and developing our economy, maintaining statewide distribution, incorporating sustainability, ensuring local decision making, and improving transparency and oversight.

After reviewing the committee's recommendations, I have selected a series of initiatives to move forward to the 2009 Legislature. These initiatives will support at least 6,700 jobs per year in the first five years, move our transportation into the 21st century by investing in a multi-modal system that complements my climate change agenda, and ensure continued investment – instead of the one-time investments made in the past – so that we have the resources to address the evolving transportation needs of our businesses and communities each two-year budget cycle.

This transportation package will inject \$1 billion each biennium into local economies and represents the largest, most comprehensive and greenest transportation initiative in Oregon history. It is bold, ambitious and necessary if we want to remain economically competitive as we turn our economy around, maintain our global leadership role in sustainability and green energy, and ensure long-term prosperity for Oregon families and businesses.

I look forward to a respectful and spirited conversation with the public and the legislature in the coming months. This agenda will not be without controversy and I am willing to work and listen to Oregonians as we do the right thing of putting thousands of Oregonians to work and keeping Oregon the place we are proud to call home.

Sincerely,



Theodore R. Kulongoski

## Creating and Sustaining Family Wage Jobs

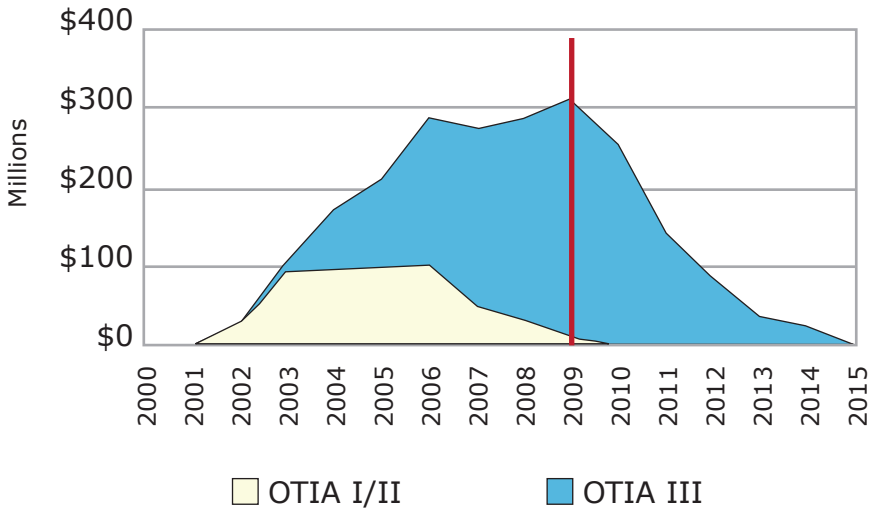
Since taking office, Governor Kulongoski has been committed to creating family-wage jobs by investing in Oregon's transportation system. This commitment continues with the Governor's Jobs and Transportation Act for 2009 with an investment that will create and retain jobs for Oregonians and strengthen the economy.

**A History of Jobs in Transportation:** In 2003, the Governor put thousands of Oregonians to work by initiating the Oregon Transportation Investment Act III (OTIA III), which invested nearly \$2.5 billion in Oregon's crumbling roads and bridges. This ten-year investment will have sustained over 4,400 jobs per year through 2013.

In 2005 and 2007, the Governor introduced *ConnectOregon* I & II, a \$200 million investment in Oregon railroads, ports, airports and transit system. The *ConnectOregon* program has improved the connections between the highway system and other modes of transportation for better integration and to improve the flow of commerce throughout the state.

**A Steep Decline in Transportation Jobs after 2010:** As the OTIA III projects are completed, many of the jobs created will end, thus creating a steep decline in transportation jobs not only for the construction industry, but also for the design and engineering industries. Without additional investment in transportation projects, these jobs will evaporate from the Oregon economy.

### Combined OTIA Programs



**New Investment for Jobs and the Economy in 2009** - The Governor's transportation package recognizes these transportation investments not only create jobs, but help keep the economy moving. The \$499 million investment in Oregon's transportation system that the Governor proposes would preserve and sustain 6,700 jobs annually in the first five years.

In addition to the jobs created through investing in Oregon's roads and bridges, the Governor will also create jobs by continuing *ConnectOregon* and increasing the amount from \$100 to \$150 million. In 2008 dollars, this investment will create 2,100 additional jobs, many of which will be in rural Oregon.

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*\* The job figures are based on 2008 commodity and labor costs, the number may decline slightly, but are provided to give a general indicator of potential job growth.*

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## Ensuring Statewide Investment

The Governor believes that in order for a transportation initiative to deliver the goal of a stronger economy and new jobs, investments must be made in every corner of the state. The Governor will not support a plan that does not benefit all Oregonians, which is why his agenda includes transportation investments in rural and urban Oregon alike.

- **Create a Trust for the Most Timber Dependent Counties:** The Governor's Task Force on Federal Forest Payments and the Governor's Transportation Vision Committee recommended a baseline level of road dollars, \$6.5 million annually, for the twelve counties most dependent on the federal forest payments program. Because federal forest payments will phase out in four years, the Governor proposes to hold this annual funding in trust for the next three years. This will ensure that when federal forest payments are eliminated, counties will have access to the trust fund needed to maintain and preserve their roadways. These counties also will continue to share a baseline level of \$6.5 million annually.
- **Expand Elderly and Disabled Transit Services:** The Governor proposes an additional \$5 million for elderly and disabled transit services statewide. These funds will be distributed to transit districts and counties so service levels can be maintained even as costs and demand for services increase.
- **Increase Funding for *ConnectOregon*:** Nobody knows better the power of the *ConnectOregon* program than the City of Prineville Railway or Pendleton Grain Growers. Both have received *ConnectOregon* grants allowing them to make investments in rail that created and protected jobs in agriculture. The Governor's transportation package proposes increasing the *ConnectOregon* program to \$150 million to be awarded statewide and with the requirement that each ODOT region is awarded 10 percent of the total *ConnectOregon* funds for multimodal transportation projects.
- **Address Key Bottlenecks Statewide:** The Governor's transportation plan dedicates \$600 million in one-time bond proceeds to relieving key freight bottlenecks across the state. While many of the bottlenecks are in urban areas, we must reduce congestion statewide so freight can move more efficiently throughout Oregon and the region.

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## Maintaining the Investments We Have Today Greener Investments for Tomorrow

The Governor believes it is critical to Oregon's economy to both invest in the state's transportation infrastructure and advance policies that reduce greenhouse gas emissions. That's why the Governor's transportation and climate change agendas work together to address the state's growing transportation needs and to take actions to reduce carbon emissions.

These policies can be separated into two broad categories. The first category includes proposals that change how the state approaches transportation problems. Instead of only looking to build or expand, these proposals ensure that environmental concerns are accounted for in transportation planning. The second category addresses direct reduction of greenhouse gas emissions created by the transportation system by encouraging electric cars, new environmental standards for construction and incentives to drive less.

### A Sustainable Approach to Transportation Planning

- **Create Dedicated Funding for Non-Highway Projects:** Before the creation of the *ConnectOregon* program in 2005, there was no mechanism for routine investment in Oregon's non-highway transportation system. Given the constitutional restrictions placed on Oregon's highway fund, Governor Kulongoski proposes the immediate creation of a fund statutorily dedicated to investments in Oregon's non-highway transportation needs, including light-rail. The Governor believes that a dedicated fund is imperative to ensure balanced, multimodal transportation services for people and goods.
- **Meet Oregon's Greenhouse Gas Reduction Goals:** The Governor is committed to ensuring Oregon meets the state goals for reducing greenhouse gas emissions. Reducing discretionary trips in single occupancy vehicles must be part of this strategy, particularly in urban areas where more transportation choices exist. The Governor's proposal includes an expanded Transportation Options program to help provide relief from high fuel prices and enhance community livability through expanded pedestrian and bicycle programs, increased carpools and vanpools, a statewide rideshare program, education and marketing, and incentive programs designed to reduce the number of cars on our roads.

- **Account for Carbon in Transportation Planning:** The Governor proposes to direct the Oregon Department of Transportation (ODOT) to develop a least cost planning model – similar to what utility companies currently use – that will be applied when solving transportation problems. This modeling directs ODOT to consider the least cost option, such as increased investments in rail or transit, in order to relieve congestion, rather than just building additional capacity.
- **Transition Away From the Gas Tax:** As Oregonians drive less and demand more fuel efficient vehicles, it is increasingly important that the state find a new way, other than the gas tax, to finance our transportation system. The Governor proposes continuing the work of the Road User Fee Task Force – which will begin to partner with auto manufacturers to refine technology that would enable Oregonians to pay for the transportation system based on how many miles they drive. The Governor is committed to ensuring that rural Oregon is not adversely affected and that privacy concerns are addressed. During this transition, the Governor’s plan includes a temporary two-cent gas tax increase to provide the short-term revenue needed to adequately fund Oregon’s transportation system as the state identifies long-term solutions for sustainable funding.

### **Actions to Reduce Harmful Greenhouse Gas Emissions**

- **Encourage Electric Vehicles:** The Governor’s transportation initiative encourages the use of alternative technologies like plug-in hybrid and all-electric vehicles, shifting the business and residential energy tax credits from widely used hybrid vehicles to new vehicles that produce less carbon and creating a medium speed electric vehicle designation. Currently, Oregon defines a low-speed vehicle as a four-wheeled motor vehicle with a top speed of 25 mph. Such vehicles cannot travel roads that have a speed limit of more than 35 mph. This speed limitation can prevent wide adoption of small fuel-efficient neighborhood electric vehicles.
- **Green Standards for Transportation Programs:** ODOT has successfully employed environmental performance standards in its OTIA III construction contracts to minimize the environmental impacts of construction. These standards cover such things as materials recycling, HAZMAT, dust control, air quality, equipment and fuel standards. Reports suggest that many of these performance standards can save money for contractors in addition to protecting the environment. The Governor proposes broadening the use of environmental standards to all transportation construction contracts funded with state funds. This concept

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would include all ODOT contracts and any municipal contracts awarded for transportation construction projects that receive state funding.

The Governor's Transportation package includes several policies to give consumers incentives to make more environmentally friendly choices when it comes to transportation options:

- **Variable First Time Title Fees:** The Governor's revenue plan includes a variable one-time title fee that would be structured as an incentive to drivers using vehicles that receive a high EPA mileage rating. The one-time fee will be \$100 for all vehicles newly titled in Oregon. If a driver can prove his or her vehicle has a combined EPA rating of above 30 mpg, the title fee will be reduced to \$50.
- **"Pay-As-You-Drive" (PAYD) Auto Insurance:** The Governor's plan includes extending the current sunset on tax credits for "pay as you drive" auto insurance. For motorists, PAYD insurance offers a voluntary alternative to fixed-premium auto insurance, converting a portion of one's annual insurance fee into a per-mile fee. PAYD insurance gives drivers more control over driving expenses and provides a strong financial incentive to drive less. Studies suggest that drivers paying per-mile premiums reduce driving by 5 – 15 percent and save up to 25 percent on their premiums; and within any insurance pool, anyone who reduces their driving could save, whether they live in a rural or an urban area. The 2003 Legislature approved a tax credit for insurance companies who pilot the concept in Oregon, which is scheduled to expire in 2010.
- **Congestion Pricing Pilot Project:** The Governor's proposal directs the Oregon Transportation Commission to seek out a willing community or group of volunteers to conduct a pilot project on congestion pricing. The Governor believes that pricing transportation services has the potential of reducing congestion in heavily traveled corridors. Time-of-day charges, variable pricing have been used successfully in other countries to improve the flow of traffic, reduce fuel consumption, improve air quality, and ensure reliable freight movement.



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## Strengthening Accountability and Oversight

The Governor believes that state government must ensure there are appropriate safeguards to ensure that every dollar is spent wisely, buying power is maximized, and waste eliminated.

While the Oregon Department of Transportation's record is strong, the Governor believes that state government can always do more to increase transparency and accountability to the public, which is why his proposal includes several policies that will improve transparency and eliminate onerous red tape.

- **Establish a Transportation Utility Commission:** Currently the state does not have a systematic way to evaluate transportation assets because of multiple ownership of the system. Without this comprehensive accounting of transportation infrastructure and its associated lifecycle, it is challenging for the state and local governments to prioritize and plan for transportation repairs, maintenance and identify where new projects are needed. The Governor's plan proposes the creation of a Transportation Utility Commission, establishing a new oversight process for transportation investments. Utilities have demonstrated how this can be done with the Public Utility Commission. In its first biennium, the commission would have three major responsibilities to establish a comprehensive account of all transportation infrastructure, a system-wide revenue estimate to maintain and to invest in infrastructure upgrades based on demand and identify potential revenue sources.
- **Encourage Facility Co-Location:** The state could save thousands of dollars by encouraging the co-location of ODOT and local government highway maintenance facilities. In the past, efforts to implement facility co-locations have been prevented by the long lead times demanded by the state capital construction process. The Governor proposes that a permanent placeholder for capitol construction is included in the ODOT budget so the department can take advantage of co-location opportunities as they arise and not have to wait for the state process. The Governor realizes that modification of statutory requirements governing state/local co-locations to better enable consideration of the mutual benefits of these transactions would both protect the public interest and facilitate the efficiency gains of co-location.
- **Enhance Public Involvement:** The Governor's plan includes the creation of a joint legislative and stakeholder task force to review national "best practices", standards, local planning and project development guidelines. The task force will make recommendations to the Legislature, ODOT and the Congressional delegation for improving the opportunities for and quality of public involvement in transportation decision making.

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## Ensuring Local Decision Making

**G**overnor Kulongoski recognizes the unique transportation needs of local communities and the need for any transportation plan to include flexibility for local input about how transportation dollars are invested.

- **Protect Local Decision Making:** The Governor’s plan protects the existing practice that local projects are selected by Area Commissions on Transportation and approved by the Oregon Transportation Commission.
- **Maintain Local Allocation of Dollars:** The Governor’s plan continues to allocate 50 percent of all new transportation revenues to local governments, with 30 percent to Oregon’s 36 counties and 20 percent to cities. The other 50 percent will be dedicated to state-sponsored transportation projects.
- **Support Development of Local Emissions-Reduction Plans:** The state’s fast-growing metropolitan areas need new planning initiatives so that more Oregonians have the opportunity to get to and from destinations with fewer miles of driving. The Governor’s plan designates a portion of flexible federal transportation dollars to support the work of Oregon’s six Metropolitan Planning Organizations to design vehicle miles traveled reduction plans that work for their communities. These local groups currently make transportation and land use decisions and now will have additional resources to incorporate ways to reduce greenhouse gas emissions as part of their comprehensive planning efforts.
- **Exempt Rural Oregon from VMT Reduction Goals:** The Governor is committed to reducing discretionary trips by individuals in single occupancy vehicles, particularly in urban areas. Strategies to reduce vehicle-miles-traveled (VMT) will be designed by Metropolitan Planning Organizations for larger urban areas of Oregon, where most growth is predicted to occur in the next 20 years. Rural Oregonians and businesses will be able to maintain current driving patterns because of greater distances between work and home, fewer transportation choices in the near term and the need to keep freight moving.

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## Sustaining Investments in Transportation

While Oregon takes steps toward a transportation system that is both financially and environmentally sustainable, it is critical to make immediate investments that preserve the existing system, stimulate the economy, and create job opportunities for Oregonians. These investments should maintain and preserve the system we have today, maximize its efficiency and strategically expand capacity.

Governor Kulongoski recommends an immediate investment to provide much needed funding to maintain and preserve our roads and bridges, and to replace aging public transit buses, as well as continuing to expand the network of multimodal opportunities around the state.

Through increases in the states registration and title fee and a two cent increase in the state fuel tax the Governor proposes to raise \$499 million annually.

The Governor proposes that this new revenue be spent to promote emerging electric vehicles, help Oregon position itself to move away from the gas tax, maintain the existing system and provide ongoing and one time modernization projects that will ensure people and goods can move efficiently throughout the state.

## Governor's Proposed New Revenue for Highway System

<b>Governor's Proposed Road Funding Increases</b>	<b>Light Vehicle Share<sup>1</sup></b>	<b>Heavy Vehicle Share<sup>1</sup></b>	<b>Total Approximate Annual Revenue</b>
Increase registration fee (from \$27 per year to \$81 per year) <i>One dollar increase in auto registration fees would raise about \$5.7 million per year</i>	\$203 million	\$105 million	\$308 million
Increase title fee (from \$55 per year to \$110 per year) <i>One dollar increase in auto registration fees would raise about \$1.8 million per year</i>	\$65.9 million	\$34.1 million	\$100 million
First time title fee (new fee) <i>One dollar first time title fee would raise about \$330,000 per year</i>	\$21.7 million	\$11.3 million	\$33 million
2¢ fuel tax increase (from 24¢ per gallon to 26¢) <i>One cent increase in the fuel tax would raise about \$29 million per year</i>	\$38.2 million	\$19.8 million	\$58 million
<b>Annual Funding Increase</b>			<b>\$499 million</b>

<sup>1</sup> Only light vehicles pay registration and title fees. All potential revenue estimates assume proportionate increases in heavy vehicle fees. Proportion: Light vehicles should pay 65.9 percent and heavy vehicles should pay 34.1 percent of state highway revenue per 2007 Highway Cost Allocation Study.

**Governor's Proposed Expenditures  
for New Highway Investments**

<b>Governor's Proposed Road Funding Expenditures</b>	<b>Millions per year</b>
Backfill to Highway Program to replace federal "flexed" funds	\$44.0

<b>State Highway Program</b>	<b>Millions per year</b>
County Baseline Road Funding	\$6.5
Invest in Green Technologies <ul style="list-style-type: none"> <li>• Invest in the necessary infrastructure for electric vehicles</li> <li>• Expenses related to the Department of Environmental Quality's work with state and local government agencies relating to the evaluation of air quality issues in highway planning</li> </ul>	\$8.0 \$0.5
Explore and Identify Sustainable Revenue Mechanisms <ul style="list-style-type: none"> <li>• Continue work of Road User Task Force</li> <li>• Fund Initial work of Transportation Utility Commission</li> </ul>	\$5.0 \$0.5
Take Care of the System: Maintenance, Preservation and Safety <ul style="list-style-type: none"> <li>• Maintenance and Safety</li> <li>• Preservation</li> <li>• Urban preservation</li> <li>• Bridge</li> <li>• Culverts and landslides</li> </ul>	\$35.0 \$20.0 \$ 5.0 \$10.0 \$10.0
Increase System Efficiency: <i>Improve Operations and Intelligent Transportation Systems</i>	\$12.0
Make Strategic Investments <ul style="list-style-type: none"> <li>• Increase investments in state highway modernization program</li> <li>• Freight bottleneck relief (\$600 million bonds proceeds)</li> </ul>	\$50.0 \$50.0
Columbia River Crossing <i>Minimum funding amount to keep project going</i>	\$15.0
<b>Total State Highway Program</b>	<b>\$227.5</b>
<b>County Road Programs</b> <i>(distributed to Oregon's 36 counties by formula)</i>	<b>\$136.5</b>
<b>City Street Programs</b> <i>(distributed to Oregon's 242 incorporated cities by formula)</i>	<b>\$91.0</b>
<b>TOTAL PROPOSED HIGHWAY EXPENDITURES</b>	<b>\$499.0</b>

## Governor's Proposed Total Revenues for Multimodal Investments

As part of providing balanced funding for multimodal investments, the Governor proposes dedicating \$16.1 million of lottery proceeds as debt service on a *ConnectOregon* III program and the purchase of a new train to be used on the Amtrak Cascades line.

In addition to these one-time dollars, the Governor proposes that \$44 million in flexible federal funds be transferred from the state highway program so they can be used to fund investments in eligible multimodal transportation needs.

Finally, after visiting Lane Transit District earlier this year and seeing first hand the increasing costs of elderly and disabled transportation services, the Governor is committed to including 2.5 cents as part of a cigarette tax package for elderly and disabled transportation services.

Oregon currently spends \$60.5 million dollars annually on debt service for non-highway transportation programs. The Governor's proposal would create the assumption that these funds would be reinvested in non-highway transportation projects.

Proposed Additional Multimodal Investment	Proposed	Total Investment (millions)
<b>ConnectOregon III</b>		
<ul style="list-style-type: none"> <li>ConnectOregon III Debt Service (\$150 million, at least 10 percent to each ODOT region)</li> </ul>	\$12.6	\$150.0
<b>Replacing Existing Amtrak Train</b>		
<ul style="list-style-type: none"> <li>Debt Service on New Amtrak Train (\$35 million)</li> </ul>	\$3.5	\$35.0
<b>Elderly and Disabled Transportation Services</b>		
<ul style="list-style-type: none"> <li>2.5¢ state cigarette tax increase (currently two cents of the state cigarette tax is dedicated to elderly and disabled transportation services.</li> </ul>	\$5	\$5
Allocate federal Surface Transportation Program (STP) money to eligible multimodal investments	\$44.0	\$44.0
<b>TOTAL MULTIMODAL INVESTMENT</b>		<b>\$234</b>

## Appendix A

### Recommended 2009 Transportation Funding Package Estimated Distribution of Revenue for Counties

<b>County</b>	<b>Percentage of Registered Vehicles (July 2008)</b>	<b>Estimated Annual Distribution \$136.5 million</b>
Baker County	0.5773%	\$788,000
Benton County	1.9094%	\$2,606,000
Clackamas County	9.8193%	\$13,403,000
Clatsop County	1.0583%	\$1,445,000
Columbia County	1.5583%	\$2,127,000
Coos County	1.8762%	\$2,561,000
Crook County	0.8300%	\$1,133,000
Curry County	0.7479%	\$1,021,000
Deschutes County	4.8914%	\$6,677,000
Douglas County	3.3523%	\$4,576,000
Gilliam County	0.0878%	\$120,000
Grant County	0.2821%	\$385,000
Harney County	0.2710%	\$370,000
Hood River County	0.6965%	\$951,000
Jackson County	5.5604%	\$7,590,000
Jefferson County	0.6570%	\$897,000
Josephine County	2.5487%	\$3,479,000
Klamath County	2.1309%	\$2,909,000
Lake County	0.3092%	\$422,000
Lane County	8.7813%	\$11,987,000
Lincoln County	1.3392%	\$1,828,000
Linn County	3.3230%	\$4,536,000
Malheur County	0.9172%	\$1,252,000
Marion County	7.7969%	\$10,643,000
Morrow County	0.3740%	\$511,000
Multnomah County	17.8280%	\$24,335,000
Polk County	1.8127%	\$2,474,000
Sherman County	0.0816%	\$111,000
Tillamook County	0.8338%	\$1,138,000
Umatilla County	2.1318%	\$2,910,000

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Union County	0.8067%	\$1,101,000
Wallowa County	0.2839%	\$388,000
Wasco County	0.7598%	\$1,037,000
Washington County	11.1795%	\$15,260,000
Wheeler County	0.0588%	\$80,000
Yamhill County	2.5275%	\$3,450,000
<b>Totals</b>	<b>100.0000%</b>	<b>\$136,500,000</b>



## Appendix B

### Recommended 2009 Transportation Funding Package Estimated Distribution of Revenue for Cities

<b>City</b>	<b>Percentage of Population (July 2008)</b>	<b>Estimated Annual Distribution \$91.0 million</b>
Adair Village	0.0356%	\$32,436
Adams	0.0128%	\$11,684
Adrian	0.0071%	\$6,452
Albany	1.8194%	\$1,655,617
Amity	0.0567%	\$51,618
Antelope	0.0023%	\$2,093
Arlington	0.0234%	\$21,275
Ashland	0.8290%	\$754,392
Astoria	0.3850%	\$350,341
Athena	0.0487%	\$44,294
Aumsville	0.1267%	\$115,304
Aurora	0.0366%	\$33,308
Baker	0.3873%	\$352,433
Bandon	0.1240%	\$112,828
Banks	0.0550%	\$50,049
Barlow	0.0054%	\$4,883
Bay City	0.0471%	\$42,899
Beaverton	3.2841%	\$2,988,516
Bend	2.9810%	\$2,712,743
Boardman	0.1269%	\$115,443
Bonanza	0.0171%	\$15,520
Brookings	0.2474%	\$225,132
Brownsville	0.0673%	\$61,209
Burns	0.1157%	\$105,329
Butte Falls	0.0171%	\$15,520
Canby	0.5803%	\$528,040
Cannon Beach	0.0644%	\$58,594
Canyon City	0.0257%	\$23,368
Canyonville	0.0629%	\$57,198
Carlton	0.0673%	\$61,209

Cascade Locks	0.0412%	\$37,493
Cave Junction	0.0646%	\$58,803
Central Point	0.6529%	\$594,132
Chiloquin	0.0276%	\$25,112
Clatskanie	0.0655%	\$59,640
Coburg	0.0410%	\$37,319
Columbia City	0.0749%	\$68,185
Condon	0.0297%	\$27,030
Coos Bay	0.6213%	\$565,358
Coquille	0.1615%	\$147,007
Cornelius	0.4176%	\$379,986
Corvallis	2.1037%	\$1,914,405
Cottage Grove	0.3582%	\$325,927
Cove	0.0238%	\$21,624
Creswell	0.1783%	\$162,283
Culver	0.0504%	\$45,863
Dallas	0.5774%	\$525,424
Damascus	0.3746%	\$340,924
Dayton	0.0956%	\$87,018
Dayville	0.0067%	\$6,103
Depoe Bay	0.0519%	\$47,259
Detroit	0.0102%	\$9,242
Donald	0.0381%	\$34,703
Drain	0.0412%	\$37,493
Dufur	0.0251%	\$22,845
Dundee	0.1165%	\$106,026
Dunes	0.0521%	\$47,433
Durham	0.0535%	\$48,654
Eagle Point	0.3283%	\$298,723
Echo	0.0272%	\$24,763
Elgin	0.0646%	\$58,768
Elkton	0.0094%	\$8,545
Enterprise	0.0744%	\$67,662
Estacada	0.1033%	\$93,994
Eugene	5.8922%	\$5,361,939
Fairview	0.3716%	\$338,134

Falls City	0.0370%	\$33,656
Florence	0.3170%	\$288,434
Forest Grove	0.8045%	\$732,106
Fossil	0.0178%	\$16,218
Garibaldi	0.0343%	\$31,215
Gaston	0.0249%	\$22,670
Gates	0.0194%	\$17,613
Gearhart	0.0454%	\$41,329
Gervais	0.0862%	\$78,474
Gladstone	0.4677%	\$425,571
Glendale	0.0366%	\$33,308
Gold Beach	0.0937%	\$85,275
Gold Hill	0.0414%	\$37,667
Granite	0.0011%	\$1,046
Grants Pass	1.2165%	\$1,107,000
Grass Valley	0.0065%	\$5,929
Greenhorn	0.0001%	\$70
Gresham	3.8029%	\$3,460,683
Haines	0.0167%	\$15,172
Halfway	0.0136%	\$12,381
Halsey	0.0299%	\$27,204
Happy Valley	0.3978%	\$362,025
Harrisburg	0.1303%	\$118,582
Helix	0.0088%	\$8,022
Heppner	0.0542%	\$49,351
Hermiston	0.6050%	\$550,535
Hillsboro	3.3847%	\$3,080,034
Hines	0.0699%	\$63,651
Hood River	0.2583%	\$235,072
Hubbard	0.1186%	\$107,945
Huntington	0.0215%	\$19,531
Idanha	0.0088%	\$8,022
Imbler	0.0113%	\$10,289
Independence	0.3030%	\$275,704
Ione	0.0132%	\$12,033
Irrigon	0.0709%	\$64,523

Island City	0.0376%	\$34,180
Jacksonville	0.1010%	\$91,901
Jefferson	0.0993%	\$90,332
John Day	0.0709%	\$64,523
Johnson City	0.0259%	\$23,542
Jordan Valley	0.0088%	\$8,022
Joseph	0.0422%	\$38,365
Junction City	0.1972%	\$179,443
Keizer	1.3581%	\$1,235,871
King City	0.1035%	\$94,168
Klamath Falls	0.8064%	\$733,815
La Grande	0.4926%	\$448,311
La Pine	0.0609%	\$55,455
Lafayette	0.1430%	\$130,092
Lake Oswego	1.3934%	\$1,267,993
Lakeside	0.0592%	\$53,885
Lakeview	0.1046%	\$95,215
Lebanon	0.5641%	\$513,322
Lexington	0.0107%	\$9,766
Lincoln City	0.2919%	\$265,589
Lonerock	0.0008%	\$698
Long Creek	0.0084%	\$7,673
Lostine	0.0096%	\$8,719
Lowell	0.0381%	\$34,703
Lyons	0.0424%	\$38,539
Madras	0.2527%	\$229,945
Malin	0.0307%	\$27,902
Manzanita	0.0274%	\$24,937
Maupin	0.0188%	\$17,090
Maywood Park	0.0287%	\$26,158
Mcminnville	1.2136%	\$1,104,384
Medford	2.9014%	\$2,640,233
Merrill	0.0351%	\$31,913
Metolius	0.0326%	\$29,646
Mill City	0.0621%	\$56,501
Millersburg	0.0395%	\$35,923

Milton-Freewater	0.2510%	\$228,445
Milwaukie	0.8018%	\$729,629
Mitchell	0.0067%	\$6,103
Molalla	0.2758%	\$250,941
Monmouth	0.3579%	\$325,717
Monroe	0.0240%	\$21,798
Monument	0.0052%	\$4,708
Moro	0.0146%	\$13,253
Mosier	0.0180%	\$16,392
Mt. Angel	0.1439%	\$130,964
Mt. Vernon	0.0230%	\$20,926
Myrtle Creek	0.1392%	\$126,674
Myrtle Point	0.0973%	\$88,588
Nehalem	0.0092%	\$8,371
Newberg	0.8307%	\$755,962
Newport	0.4007%	\$364,640
North Bend	0.3767%	\$342,842
North Plains	0.0724%	\$65,918
North Powder	0.0192%	\$17,439
Nyssa	0.1234%	\$112,304
Oakland	0.0360%	\$32,784
Oakridge	0.1418%	\$129,045
Ontario	0.4340%	\$394,983
Oregon City	1.1521%	\$1,048,406
Paisley	0.0096%	\$8,719
Pendleton	0.6615%	\$601,979
Philomath	0.1736%	\$157,993
Phoenix	0.1857%	\$168,980
Pilot Rock	0.0598%	\$54,408
Port Orford	0.0478%	\$43,527
Portland	21.7840%	\$19,823,460
Powers	0.0280%	\$25,460
Prairie City	0.0422%	\$38,365
Prescott	0.0023%	\$2,093
Prineville	0.3911%	\$355,886
Rainier	0.0680%	\$61,907

Redmond	0.9508%	\$865,267
Reedsport	0.1650%	\$150,146
Richland	0.0057%	\$5,232
Riddle	0.0399%	\$36,272
Rivergrove	0.0134%	\$12,207
Rockaway	0.0521%	\$47,433
Rogue River	0.0799%	\$72,719
Roseburg	0.8146%	\$741,313
Rufus	0.0105%	\$9,591
Salem	5.8378%	\$5,312,414
Sandy	0.2911%	\$264,892
Scappoose	0.2334%	\$212,402
Scio	0.0292%	\$26,611
Scotts Mills	0.0115%	\$10,463
Seaside	0.2454%	\$223,283
Seneca	0.0088%	\$8,022
Shady Cove	0.1083%	\$98,598
Shaniko	0.0015%	\$1,395
Sheridan	0.2248%	\$204,554
Sherwood	0.6278%	\$571,322
Siletz	0.0447%	\$40,632
Silverton	0.3528%	\$321,044
Sisters	0.0699%	\$63,651
Sodaville	0.0111%	\$10,114
Spray	0.0061%	\$5,580
Springfield	2.1969%	\$1,999,192
St. Helens	0.4628%	\$421,141
St. Paul	0.0157%	\$14,300
Stanfield	0.0826%	\$75,160
Stayton	0.2976%	\$270,821
Sublimity	0.0864%	\$78,648
Summerville	0.0046%	\$4,185
Sumpter	0.0065%	\$5,929
Sutherlin	0.2936%	\$267,159
Sweet Home	0.3447%	\$313,720
Talent	0.2501%	\$227,573

Tangent	0.0372%	\$33,831
The Dalles	0.5025%	\$457,309
Tigard	1.7904%	\$1,629,285
Tillamook	0.1798%	\$163,574
Toledo	0.1374%	\$125,034
Troutdale	0.5916%	\$538,363
Tualatin	0.9974%	\$907,677
Turner	0.0648%	\$58,942
Ukiah	0.0100%	\$9,068
Umatilla	0.2468%	\$224,609
Union	0.0751%	\$68,359
Unity	0.0044%	\$4,011
Vale	0.0782%	\$71,149
Veneta	0.1778%	\$161,830
Vernonia	0.0906%	\$82,484
Waldport	0.0816%	\$74,288
Wallowa	0.0339%	\$30,866
Warrenton	0.1780%	\$162,004
Wasco	0.0153%	\$13,951
Waterloo	0.0080%	\$7,324
West Linn	0.9267%	\$843,329
Westfir	0.0128%	\$11,684
Weston	0.0286%	\$25,983
Wheeler	0.0171%	\$15,520
Willamina	0.0722%	\$65,743
Wilsonville	0.6671%	\$607,036
Winston	0.2215%	\$201,590
Wood Village	0.1188%	\$108,119
Woodburn	0.8767%	\$797,814
Yachats	0.0293%	\$26,681
Yamhill	0.0314%	\$28,599
Yoncalla	0.0425%	\$38,714
<b>Totals</b>	<b>100.0000%</b>	<b>\$91,000,000</b>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** 2009 LEGISLATIVE SESSION PREVIEW

**PREPARED BY:** Stefano Viggiano, Assistant General Manager

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

**BACKGROUND:** The 2009 State Legislative Session began on January 12, 2009. LTD has an ambitious agenda for this session. The top priority for transit statewide is additional revenue for elderly and disabled transportation. LTD is also requesting state funding for the West Eugene EmX Extension to be used to match federal funds for the project. The governor's proposed Jobs and Transportation Act (JTA) includes a proposed increase in the maximum payroll tax rate, additional tobacco tax for elderly and disabled transportation, and other additional funding for transit.

Chris Shultz of The Ulum Group will attend the meeting and provide information on these and other legislative issues that are important to LTD.

**ATTACHMENT:** Summary of Key LTD Legislative Issues  
Summary of Governor's Jobs and Transportation Act

**PROPOSED MOTION:** None





## **Lane Transit District**

### **FACT SHEET Senior and Disabled Transportation**

#### **Summary:**

Lane Transit District supports increasing the cigarette tax to help fund the rising costs of elderly and disabled transit. The Governor's Transportation Vision Committee recommended a 5 cent increase, the Governor's Jobs and Transportation Act recommends 2.5 cents, and LTD supports the Oregon Transit Association's call for a more stable funding increase of 7 cents followed by 4 cent increases in the following three biennia.

#### **Discussion:**

The final report of "Needs, Costs, and Funding Alternatives for Transportation Services for Older Adults and People with Disabilities in Urban and Rural Oregon," was issued on October 7, 2008. The report was prepared in response to a 2007 DHS/ODOT budget note. The findings include:

- 3,846,490 million demand response and complementary paratransit rides are provided in Oregon each year.
- It costs \$47.5 million annually to provide demand response trips to older adults and people with disabilities, and by 2030, this figure could grow to between \$132 million and \$246 million.
- "...it is clear that there will be a funding gap between transportations services needed and present funding available."
- A short-term increase in the cigarette tax of 4.3 cents to 7.2 cents would keep pace in the short term but would not address unmet demand or the need for improved service.
- Other states use sales tax or gas taxes to fund transit, which limits Oregon's options.

Oregon transit providers are spending \$47.5 million annually to provide demand response trips to older adults and people with disabilities. Of this amount, approximately 60 percent comes from local transit districts. In simple terms, this means that transit districts are shifting funds from fixed-route service to pay for ADA-mandated demand response service.

Lane Transit District is the poster child for this problem (see chart on page 2). After spending \$2.2 million in general fund revenues on elderly and disabled transit in 2008, a projected budget shortfall of \$3.5 million in 2009 forces the District to cut approximately 15 percent of service – the equivalent of four major bus routes – at the exact time ridership demand is soaring.

Since 73 percent of all senior and disabled rides are on fixed-route lines, these transit-dependent riders are harmed either way because every time transit providers eliminate fixed-route service to an area, the requirement to provide demand-response service also goes away.

#### **Proposal:**

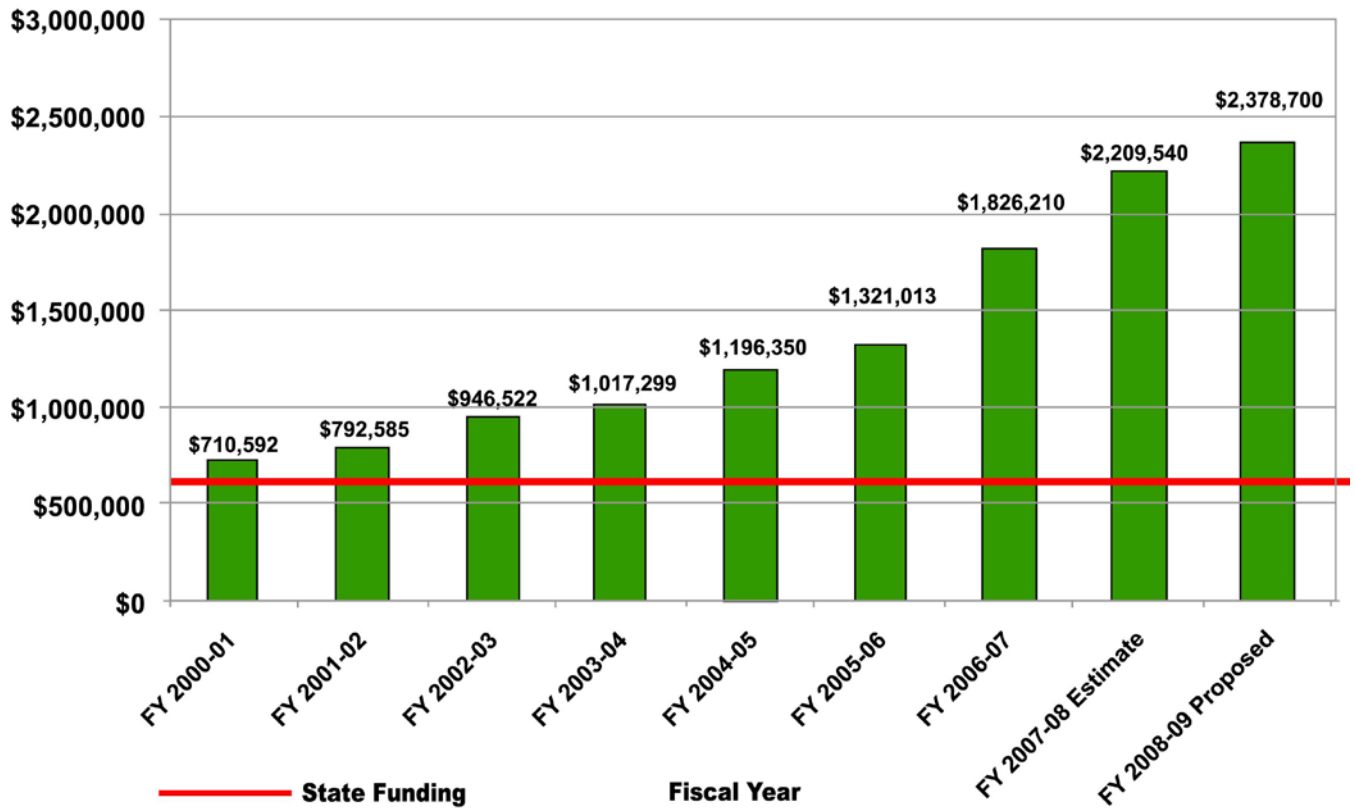
Increase the cigarette tax dedicated to elderly and disabled transit by 7 cents in 2010 and 4 cents during the following three biennia, while keeping the state's share of cost at approximately one-third.

#### **More information:**

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Chris Shultz, The Ulum Group, (541) 359-6164, cshultz@ulum.com

REVISED 11/12/08

**CHART 1: Lane Transit District's general fund transfer to elderly and disabled transit**



**CHART 2: Oregon Transit Association proposal for a stable funding source**

**Options B: Tax increases 4 Cents Every Two Years  
Tobacco Tax Increases of 7 cents in 2009 and 4 cents in 2011, 2013, and 2015**

	2006	2008	2010	2012	2014	2016
<b>Recommended</b> Total annual statewide Paratransit Cost	\$ 47.5	\$ 58.7	\$ 72.6	\$ 89.0	\$ 109.0	\$ 133.2
Additional Tobacco Tax	\$ -	\$ -	\$ 0.07	\$ 0.04	\$ 0.04	\$ 0.04
Total Tobacco Tax	\$ 0.02	\$ 0.02	\$ 0.09	\$ 0.13	\$ 0.17	\$ 0.21
Total Annual Tobacco tax revenue	\$ 4.0	\$ 4.0	\$ 18.0	\$ 26.0	\$ 34.0	\$ 42.0
Other State Revenue	\$ 4.0	\$ 3.9	\$ 3.8	\$ 3.8	\$ 3.8	\$ 3.8
Total State Revenue	\$ 8.0	\$ 7.9	\$ 21.8	\$ 29.8	\$ 37.8	\$ 45.8
Federal funding	\$ 6.5	\$ 7.1	\$ 7.8	\$ 8.5	\$ 9.4	\$ 10.2
Fares	\$ 3.8	\$ 4.8	\$ 5.8	\$ 7.1	\$ 8.8	\$ 10.8
Annual Transit System cost	\$ 29.2	\$ 38.9	\$ 37.3	\$ 43.5	\$ 53.0	\$ 66.4
State Revenue as percentage of total cost	17%	13%	30%	33%	35%	34%

Total estimated paratransit cost, state revenue, fares, and federal funding from the October 7, 2008 Transit Needs Study (average of low and high estimates)



**Lane Transit District**

**FACT SHEET**  
**Narrow Refund of Property Taxes Paid**  
**By Two Local Governments**

**Summary:**

Lane Transit District seeks a refund of approximately \$89,000 in property taxes paid due to a paperwork oversight.

**Discussion:**

Real and personal property owned by the state or local governments is exempt from property tax under ORS 307.090. Under certain circumstances, however, this property can lose its exempt status and be added to the tax rolls. The tax exempt status of government owned property will be lost, for example, where Government A leases property to Government B and Government B fails to file a claim for exemption with the county tax assessor within the statutorily prescribed time frame (ORS 307.166). In such a case, the property is removed from exemption and added to the tax rolls. The governmental owner of the property is then subject to the full amount of the property tax owed but not paid during the time the property was leased (for up to the five previous years).

ORS 307.166 creates a paperwork hurdle that many governmental bodies fail to clear, and the penalty is that governments (and taxpayers) are forced to pay taxes they would not otherwise owe. Assessed taxes under ORS 307.166 can be substantial as taxes are based on the value of the property and not the lease. The Lane Transit District, for example, recently paid \$89,000 in assessed taxes on a “park and ride” lot leased for \$100 per year from Lane County. Payment of these taxes has resulted in a budget shortfall that will directly and adversely impact transit services.

**Proposal:**

A narrow bill to allow Lane Transit District and the Willamalane Park and Recreation District, that have paid assessed taxes as a result of ORS 307.166, to recover those taxes paid.

(Note: LTD supports the solution proposed for the general issue: a penalty of \$200 or 1/10 of 1 percent, whichever is higher, for late-filing tax exempt organizations.)

**More information:**

Stefano Viggiano, Assistant General Manger, (541) 682-6100, stefano.viggiano@ltd.org  
Chris Shultz, The Ulum Group, (541) 359-6164, cshultz@ulum.com



**Lane Transit District**

**FACT SHEET  
Payroll Tax Credit**

**Summary:**

Amend state law to provide for a credit of payroll taxes paid in the event that a mass transit district implements an ad valorem property tax in the future.

**Discussion:**

Lane Transit District relies on a payroll tax for the largest share of the District's funding. Current law also provides authority for the District to assess an income tax and an ad valorem property tax, but the District does not currently impose these taxes.

When the Lane Transit District Board explored asking voters to consider a property tax measure in November 2008, the business community raised the issue of being forced to pay both the existing payroll tax and a new ad valorem property tax.

In researching existing law, staff discovered that the existing income tax authority for mass transit districts provides a "credit" for payroll taxes already paid, but the existing ad valorem property tax authority does not provide a similar credit.

An example:

- Assume Business A is currently paying \$8,000/year in payroll tax.
- Assume LTD enacts a property tax. Assume the typical homeowner pays \$30/year on a typical home. Business A would pay \$10,000/year in property tax due to their large property. Under existing law, they would pay a combined \$18,000 (\$8,000 payroll tax + \$10,000 property tax).
- If this proposal were to go into effect, Business A would pay their \$8,000 payroll tax. When calculating their property tax, however, the calculation would be (\$10,000 property tax bill) - (\$8,000 payroll tax credit) = \$2,000 remainder owed.

**Proposal:**

Amend ORS 267.305 (Levy, collection, enforcement of ad valorem taxes) to include a similar credit of the amount paid in payroll taxes.

**More information:**

Stefano Viggiano, Assistant General Manager, (541) 682-6100, stefano.viggiano@ltd.org  
Chris Shultz, The Ulum Group, (541) 359-6164, cshultz@ulum.com



**Lane Transit District**

**FACT SHEET  
West Eugene EmX Extension**

**Summary:**

Lane Transit District seeks \$30 million in lottery bonds for construction of the West Eugene EmX Extension bus rapid transit system. These funds would be used as a match to an anticipated \$45 million in federal funds.

**Discussion:**

EmX is the name of the Eugene-Springfield bus rapid transit system. Bus rapid transit has been designated in the Regional Transportation Plan as the preferred transit strategy for the community. The first EmX line that links downtown Eugene with downtown Springfield opened in January 2007 and has been a resounding success, with ridership in the first year far exceeding 20-year projections. The second EmX line from downtown Springfield to the Gateway area to the north is in final design and is expected to open for service in late 2010. This project benefited from a State ConnectOregon grant of \$5.4 million.

West Eugene has been selected by the Eugene City Council and the LTD Board of Directors as the third EmX line to pursue. This corridor would be a westward extension of the Franklin EmX line and would serve an area that is experiencing significant development and that has significant transportation challenges.

The project is in the Alternatives Analysis phase, with the selection of a preferred alignment expected in late 2009. Following completion of federal environmental requirements, the final approval of the project is expected in 2010. Assuming funding is available, the project would be ready to begin final design and construction at that point.

A very preliminary cost estimate for the project is \$75 million, with \$45 million expected to be funded by a federal Small Starts Grant. The state funding would leverage these federal funds and are critical to the feasibility of the project.

**Proposal:**

Allocate \$30 million in lottery bonds to fund construction of the West Eugene EmX Extension bus rapid transit system. The estimated debt service is \$3 million per year for 20 years.

**More information:**

Stefano Viggiano, Assistant General Manager, (541) 682-6100, stefano.viggiano@ltd.org  
Chris Shultz, The Ulum Group, (541) 359-6164, cshultz@ulum.com



442 Lawrence Street  
Eugene, Oregon 97401  
(541) 343-4298

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January 7th, 2009

Board of Directors  
Lane Transit District  
P.O. Box 7070  
Eugene, Oregon 97401-0470

Dear Members of the Board:

For almost thirty years, the Oregon Country Fair has enjoyed a successful partnership with Lane Transit District in providing bus service to tens of thousands of Lane County residents and visitors who attend the our event each year.

The Oregon Country Fair is a 501(c)3 not-for-profit organization whose mission is educational. We have developed and participate in a number of philanthropic programs, including a youth arts endowment, which now supplies more than 90% of the total arts education funding for the Fern Ridge School District. The Fair focuses on creating experiences that encourage and enable people to make choices about living more creatively and sustainably. Over the years, we have actively promoted reduction of dependency on the automobile by supporting public transportation initiatives, and the centerpiece of that commitment has been our long-term successful partnership with LTD.

Through our combined efforts and successful long-term partnership, each year thousands of Country Fair attendees have enjoyed their first experience with LTD, and as a result, many have become regular and long-term LTD customers. The LTD logo is still the only logo on our poster and other print media each year. We feel that our partnership directly exemplifies the tenets of your own mission statement in action.

Upon learning of your decision as a Board to charge the fully allocated "Charter" rate to all Special Service Events unilaterally, including the Oregon Country Fair, we feel compelled to request a review of that decision in light of our situation. We think that due to the unique nature of our event and the service it requires, as well as the history behind our partnership with LTD, charging the Country Fair the fully allocated cost is unjustified and presents a hardship to our organization and the community that we both seek to serve.

It appears that your decision now effectively defines all "Special Service to Community Events", as defined in your Special Service Policy, as level two events. In the past the Oregon Country Fair has been treated as a unique event due to the fact that it does not fit either the "level one" or the "level two" mold. As the last sentence in the "Fees" section of page one of the previous policy stated:

"Events that are not clearly identified as level one or level two will be priced through an in-depth review of all associated costs."

Historically the LTD Board has agreed with us on this, as a result of our past testimony and through your own review and has priced our service accordingly and in consideration of "all associated costs". This has allowed

the Oregon Country Fair to continue to provide this important service to our community each year. It is our understanding that the Special Service Policy has been changed. Due to changes in the Fees section of the policy that avenue of review is no longer available to us, so once again we are approaching the Board directly.

We are not asking LTD to provide the Oregon Country Fair service at an operating loss. We are asking that you review our situation and consider the sudden and dramatic impact this decision will have on our event, our organization, our community and our historical partnership. We do not believe that at any point in the past these agreed upon rates have ever failed to cover the LTD's costs in providing this service.

Below is a review of the increased costs per service hour that have been charged the Country Fair by LTD over the past seven years:

2002	\$58.00
2003	\$68.00
2004	\$78.00
2005	\$78.00
2006	\$85.00
2007	\$89.00
2008	\$91.00

For 2009, the LTD Board decided that the Country Fair must reimburse LTD at a rate of \$127 per bus service hour, to shuttle Lane County residents and visitors to the Country Fair site. This is a 40% increase over last year's rate and far greater than the largest previous increase of 17.5% occurring between the 2002 and 2003 events. In real dollars the Oregon Country Fair paid LTD over \$57,000 to provide three days of service last year. This amount would increase to almost \$79,000 in 2009. This difference in cost will have a distinct effect on our own operations budget, severely straining our resources and ability to maintain the service.

It is worth noting that the Oregon Country Fair pays all the costs associated with this service and that we do not charge riders to utilize the shuttle. There are many reasons for this; some of them operational, some of them environmental and some connected to social equity. Through our own extensive survey work, we have found that our opting to charge riders to use the service will negatively effect ridership and dramatically impact our modal split. With our ridership numbers in 2008 at just over 23,000 rides last year the impact this service has in our community is enormous and the transition, culturally as well as operationally, to a fee based model would take time, especially since LTD Operations staff have told us it is not a strategy they want the Fair to pursue.

We have argued in the past that the "fully allocated cost" rate is unjustified for the Oregon Country Fair service, because of the following facts:

- a. LTD operators collect no money from Country Fair riders. So, in contrast to LTD's fixed route service, no coins are counted, no cash is handled, no passes are sold, and no Fair passenger revenue deposits are made by LTD accounting staff.
- b. LTD incurs very little incremental administrative cost in providing Country Fair service. Service plans change very little from year-to-year, LTD's incremental supervisory burden is minimal, and LTD incurs no marketing costs as a result of the Country Fair. In fact, during two of the three days that the Country Fair is operating, your administration and guest services offices are closed!

- c. LTD's Country Fair service is relatively simple, "point-to-point" direct service between the two Eugene boarding areas and the Country Fair site. No passengers are picked up or dropped off along the way. So, LTD's Country Fair fleet operating costs per mile are probably much lower than LTD's normal stop & go, accelerate then brake fixed-route service that dominates your staff's fully-allocated cost calculations.
- d. LTD incurs little or no incremental wear-and-tear on its facilities as a result of incremental service provided to the Country Fair. The Fair provides its own transit facilities on site without any contribution by LTD.

Additionally, throughout our lengthy partnership, and at no cost to LTD, the Country Fair has made significant annual capital investments in our on-site transit infrastructure to ensure safe and convenient access by LTD's buses and riders. In addition to boarding facilities, passenger shelters and access road improvements, each year the Country Fair has provided on-site supervision, security, customer services, medical services, comfort services and free entertainment to address the needs of LTD's riders and employees.

The Country Fair has supplied LTD's bus operators and supervisory personnel with dedicated rest room facilities, and granted free access into the Country Fair during their breaks, as an additional gesture of our goodwill and appreciation for your employees. We have also provided significant annual marketing support to LTD through our advertising, printed materials, transit signage, and public relations efforts, all of which encourage Fair attendees to ride LTD buses to our event. The Fair also initiated the development of a shuttle site and pays a fee to Valley River Center, so that LTD can use the Center's parking lot to provide safe and convenient park & ride and boarding areas for LTD's riders.

For the past 2 years we have been able to partially offset these increases through an innovative marketing partnership with LTD and Lamar Transit promoting LTD's experiment with biodiesel buses. Because LTD has cancelled that program, we are no longer afforded this offset opportunity.

According to LTD's current Fully Allocated Cost Plan, (please see attachment) your direct variable cost of service for 2008-09 is only \$69.19 Your Cost Plan points out that LTD's Direct Fixed Costs (\$29.74) and Indirect Fixed Costs (\$28.27) actually represent shared costs that "do not increase by small incremental service changes." We acknowledge that Country Fair weekend represents a busy time for your transit operations personnel. However, compared to LTD's annual service hours, which in total recover less than 20% of your operating costs, the Oregon Country Fair shuttles clearly represent "a small incremental service change" that has little impact on your Direct Fixed Costs, and virtually no impact on your Indirect Fixed Costs. It is unlikely that your fixed costs would change if the Country Fair severed its relationship with LTD.

We respectfully request that you carefully review and reconsider your fully-allocated cost position as it pertains to the Oregon Country Fair. We strongly encourage you to once again establish a community service rate for Country Fair service that is based on your variable cost of service, combined with an appropriate fixed cost contribution that is realistic and reflective of our significant annual transit investments, promotional partnership, and shared community mission.

Past LTD Boards and managers recognized the exceptional value of its long-term, stable partnership with the Oregon Country Fair in service to area residents and visitors. They have acknowledged and respected the significant annual investments that the Oregon Country Fair has made to support and encourage transit ridership in our community and have celebrated the tens of thousands of Country Fair patrons who have used the bus



each year. Lastly, past LTD Boards and managers negotiated with sponsors of LTD's special event services to establish fair and sustainable rates of recovery for those incremental services.

We understand that LTD has a difficult year ahead with your own budget considerations, and we earnestly hope to avoid a protracted discussion over this issue. Instead, we would prefer to negotiate a reasonable and sustainable long-term agreement with LTD, so that we can continue to utilize with pride the services of our local public transit system to transport Oregon Country Fair patrons, volunteers and employees to and from this our 40th anniversary event and in the coming years.

If you decide that your past philosophy towards our event and our long term partnership no longer applies, we request that you will consider negotiating a multi-year, phased rate increase to allow us the chance to budget our resources adequately and to work with our ridership about how they might help share this cost burden so we do not have to abandon the service because of an unmanageable transition to the fully allocated rate. This will at least allow us time to develop a realistic strategy for funding and operating this service in a very new paradigm.

For more than thirty nine years and continuing today, the Oregon Country Fair Board of Directors has included community and business leaders, state and local elected officials, and various other key stakeholders. We are proud of our continuing long-term successful partnerships with other local units of government in service to area residents and visitors. We have appreciated LTD's past collaboration with us in service to our community, and we have proudly supported LTD for many years.

For the sake of our community, we hope we can count on your support to maintain the partnership between our two organizations.

Sincerely,



Charles Ruff  
Oregon Country Fair

Cc: Oregon Country Fair Board of Directors

LANE TRANSIT DISTRICT  
PROPOSED EmX TICKET VENDING MACHINE FEATURES  
(PARKEON Strada Paystation)

The Parkeon Strada Paystation provides a cost-effective, simple, paper-based, proof of payment solution for EmX fare collection. This system would serve the Franklin and Gateway segments of EmX.

On-platform equipment has a small footprint that compliments LTD's platform design.



Bill Acceptor Model (17" W x 69" H x 11.5" D)

**Fare Products**

- Adult one-way
- Adult Day Pass
- Senior/Disabled or Youth one-way
- Senior/Disabled or Youth Day Pass

**Methods of Payment**

- Coins
- Bills
- Credit/Debit Cards

**Refunds & Overpayments**

- Strada Paystation does not make change
- Coins escrowed and returned if transaction is canceled
- Bills are not escrowed and are not returned
- Refund voucher is printed if transaction involving bills is canceled
- Overpayments are reflected on ticket receipt
- Refunds and Overpayments are processed at the Eugene Station CSC

**Notes:**

- Paystation meets current ADA guidelines
- Wireless Communications over commercial cellular networks
- Solar power option available (provides power for approx. 300 transactions per day)
- Two paystations will be installed at each station (back-to-back mounting)
- One paystation will be installed at each EmX system platform
- Estimated cost to purchase and install \$850,000 (80% Federal Funding)
- Estimated operating cost is being researched at this time

**Operational Points**

- Armored transport service providers are being considered for coin/bill collection and ticket stock replenishment at platforms and stations.
- Volunteer fare ambassadors will be available at EmX platforms during initial roll-out to help educate the public about LTD's new EmX fare system.
- Fare enforcement is viewed as an extension of current LTD security practices. LTD representatives will spot-check passenger on EmX vehicles and platforms for fare compliance. Appropriate action, which may include denial of service, will be taken to ensure that customers pay a proper fare.
- Paystations are viewed as station amenities which are normally maintained by Facilities staff. They will perform basic paystation maintenance by replacing failed components from spares inventory. Repairs requiring advanced technical equipment and skills will be done at a Parkeon repair facility.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** MONTHLY PERFORMANCE REPORTS

**PREPARED BY:** Mark Pangborn, 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.

**ATTACHMENT:** December 2008 Performance Reports  
November and December 2008 RideSource Activity and Productivity Reports

**PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** MARTIN LUTHER KING JR. CELEBRATION

**PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing

**ACTION REQUESTED:** None. Information Only.

**BACKGROUND:** Board member Greg Evans has reported on the District's efforts to coordinate the naming of the 10<sup>th</sup> Avenue and Olive Street plaza the "Rosa Parks Plaza." This effort has been overseen by LTD Marketing Representative Angie Sifuentez and a coordinating committee composed of jurisdictional staff and private citizens. The group has worked diligently to raise funds (which include funds from agencies and individual donors). Fundraising is nearly complete.

At 12 noon during the Martin Luther King Jr. (MLK) celebration on January 19, 2009, the unveiling of the Rosa Parks commemorative sculpture took place at the Eugene Station.

Staff and Board members who attended will report on the event.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

# Special Charter Service Policy

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## Service to Community Events

### Definition

Public transit service that is organized by LTD or an event organizer to address transportation needs arising from an event **or transit service that is organized to meet a transportation need of a private party or organization. The District will operate all charter services according to the requirements outlined in the Federal Transit Administration's 49 CFR Part 604.**

~~with a sufficient number of participants to cause negative impacts on the community's transportation network or on the neighborhood adjacent to the event site.~~

### Access

~~Access to the community event transit service must be open to all persons.~~

### Restrictions

- ~~1. Operating service for community events charter service should must not have a negative impact on regular service. There should not be a reduction in scheduled regular service levels. There also should not be a significant degradation in service capacity or scheduled timing of regular service.~~
2. Consideration will be given to the availability of buses and the type of bus appropriate for the event.
3. Consideration will be given to the availability of staff.
4. Consideration will be given to the availability of bus operators.
  - a. Service expected to use ten (10) or more bus operators must be scheduled in advance and accounted for in the bus operator vacation bid.
  - b. Service planning and **service** marketing staff shall produce a service analysis for proposed special events not accounted for in the bus operator vacation bid. Transit Operations and Maintenance must agree to the proposed service package before the District contracts with the event organizer.

### Fees

~~The District will charge fees based upon the level of LTD resources required to plan and implement the shuttle service. Level One event pricing will be based upon the sum of direct variable and direct fixed operating costs, as outlined in the District's Fully Allocated Cost Plan. Level Two event Charter service pricing will be based upon the sum of all direct and indirect operating costs, measured at a rate per schedule hour of service (rounded up to the nearest whole dollar) as outlined in the District's Fully Allocated Cost Plan. Events that are not clearly identified as Level One or Level Two will be priced through an in-depth review of all associated costs.~~

~~Level One events are charged the District's direct cost rate and require the following:~~

1. A minimal level of planning is required. Some events require a higher level of planning the first year, but remain relatively unchanged in future years and therefore require fewer planning resources.
2. Operations oversight is conducted by the on-duty field supervisor and a minimal number of transportation coordinators.
3. LTD marketing resources are not used to provide paid media promotion.
4. Vehicle needs are minimal.

Level Two events are charged the District's fully-allocated cost rate and require the following:

1. Extensive planning is required to develop and maintain the service package each year. This may include LTD's involvement in securing Park & Ride locations for the event.
2. Operations oversight is extensive and may involve contracting for outside resources.
3. LTD marketing staff develop and implement marketing plan components in order to promote the event shuttles.
4. Vehicle needs are significant and may require that contingency vehicles be used in service.

The event organizer will determine the fare charged.

## **Service Provided Through Charter Agreements**

### **Definition**

Transit service that is organized to meet a transportation need of a private party or organization.

### **Access**

The contracting party or organization will determine access to chartered service.

### **Restrictions**

Charter service will be directed to local private providers to determine the availability and willingness of these providers to provide the desired service. The District will consider contracting, through subcontracting agreements with private providers, when service on fixed routes is not compromised and when bus operators are available.

### **Exceptions**

The only exceptions will be for **services** organizations that are exempted in FTA 49 CFR Part 604. , which allows the District to contract directly with a government entity that is a qualified social service agency, or a private, non-profit organization serving seniors or people with disabilities.

### **Fees**

The District will charge fees equaling the sum of all direct variable and fixed operating costs, as well as indirect fixed costs (measured at a rate per schedule hour of service), rounded up to the nearest whole dollar, as outlined in the District's Fully Allocated Cost Plan.

The event organizer will determine the fare charged.

## **Maintenance of the Charter and Community Events Service Policy**

The **Service Planning, Accessibility, and Marketing Department** is responsible for maintaining this policy and recommending changes to the policy as necessary.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** SYSTEM AUDIT

**PREPARED BY:** Mark Johnson, Director of Transit Operations

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

**BACKGROUND:** The District performed a system audit recently to provide information on safe operation and fare collection of the system. This information is not easily available by other means. The audit consisted of two anonymous monitors who rode the buses during a four-day period. They rode eighty-three different trips and took notes on performance in several categories, including safety, fare collection, schedule adherence, driving skills, and passenger relations.

Overall, the operators performed very well. For example, 76 out of 83 were rated as “good” or “very good” in customer relations. There are some areas of concern that need to be corrected and fare collection is an area that needs attention. Monitors attempted to board with an invalid fare 26 times and were only challenged four times. There are also some safety issues that will need to be addressed. A memo went out to the operators outlining both the positive and negative results of this audit.

Operations staff are in the process of designing a follow-up plan.

**ATTACHMENTS:** System Audit Summary Report

**PROPOSED MOTION:** None.



### Total Observations Performed

83

### Fare Collection

16	out of	83	Monitors used cash
56	out of	83	Monitors used a monthly pass
0	out of	83	Monitors used a week pass
0	out of	83	Monitors used a token
10	out of	83	Monitors used a ticket
7	out of	83	Monitors used no fare
26	out of	83	Monitors attempted an invalid fare
4	out of	26	Operators challenged an invalid fare
7	out of	83	Monitors received a free ride

### Schedule Adherence

78	out of	83	Departures were on time
0	out of	83	Departures were early
5	out of	83	Departures were late
79	out of	83	Arrivals were on time
1	out of	83	Arrivals were early
3	out of	83	Arrivals were late

### Driving Skills

71	out of	83	Operators accelerated/stopped smoothly
80	out of	83	Operators used safe speed
79	out of	83	Operators drove with both hands
82	out of	83	Operators maintained proper lane clearance
72	out of	83	Operators used safe following distance
54	out of	54	Operators obeyed yellow lights
53	out of	54	Operators obeyed stop signs
53	out of	54	Operators obeyed stop lights
80	out of	83	Operators used interior/exterior mirrors
82	out of	83	Operators used turn signals
82	out of	83	Operators looked lft/rt at intersections
82	out of	83	Operators turned from appropriate lane
78	out of	83	Operators maintained proper curb distance
82	out of	83	Operators made legal turns only





### Safety Observations

72	out of	83	Operators used seatbelt
81	out of	83	Operators were cautious near pedestrians
11	out of	11	Operators were cautious near school zone/buses
11	out of	11	Operators were cautious in construction zone
1	out of	1	Operators were cautious near emergency vehicles
77	out of	83	Operators moving only when passengers were seated
51	out of	83	Operators keep doors closed while moving
78	out of	83	Operators focused attention on driving
80	out of	83	Operators avoided extensive conversation
75	out of	83	Operators did not eat/drink on bus
81	out of	83	Operators did not use cell phone on bus
82	out of	83	Operators did not use radio/headphones on bus

### Bus Stops

82	out of	83	Operators signaled entering/exiting stops
81	out of	83	Operators used appropriate speed entering stops
82	out of	83	Operators pulled into stop/curb properly
82	out of	83	Operators stopped for all requested stops
81	out of	83	Operators stopped for all passengers
82	out of	83	Operators made authorized stops only

### Railroad Crossings

9	out of	19	Operators stopped at all RR crossings
19	out of	19	Operators used four-way flashers at RR crossings
2	out of	19	Operators opened window/door at RR crossings
19	out of	19	Operators waited for the area to be cleared before crossing RR

### Passenger Relations

11	out of	83	Operators rated very good in customer service
65	out of	83	Operators rated good in customer service
6	out of	83	Operators rated fair in customer service
1	out of	83	Operators rated poor in customer service
76	out of	83	Operators greeted passengers upon boarding
72	out of	83	Operators thanked passengers upon exiting
28	out of	28	Operators answered questions clearly
11	out of	11	Operators offered special assistance when needed
64	out of	83	Operators had schedules in stock
82	out of	83	Operators had destination signs properly displayed



**ADA Compliance**

1	out of	83	ADA announcements were made by operators
0	out of	83	ADA announcements were made by operators with microphone
81	out of	83	ADA announcements were made by automated announce system
0	out of	83	ADA announcements were not made
13	out of	83	Operators needed to use the ramp/lift
12	out of	13	Operators used the ramp/lift
0	out of	12	Lifts were inoperable
0	out of	12	Operators called in an inoperable lift
53	out of	83	Operators used the kneeler
0	out of	12	Operators properly secured mobility device
0	out of	12	Operators used zero straps on mobility device
2	out of	12	Operators used one strap on mobility device
6	out of	12	Operators used two straps on mobility device
0	out of	12	Operators used three straps on mobility device
0	out of	12	Operators used four or more straps on mobility device
0	out of	12	Operators offered lapbelt to w/c passengers

**Operator/Vehicle Observations**

0	out of	83	Operators rated very good in appearance
82	out of	83	Operators rated good in appearance
0	out of	83	Operators rated fair in appearance
0	out of	83	Operators rated poor in appearance
82	out of	83	Operators were in full uniform
0	out of	83	Paint Condition was Very Good
82	out of	83	Paint Condition was Good
0	out of	83	Paint Condition was Fair
0	out of	83	Paint Condition was Poor
82	out of	83	Bus seats were clean
82	out of	83	Bus windows were clean
82	out of	83	Bus floors were clean
81	out of	83	Bus overall temperatures were comfortable



**Total Observations Performed**

83

**Fare Collection**

19%	Monitors used cash
67%	Monitors used a monthly pass
0%	Monitors used a week pass
0%	Monitors used a token
12%	Monitors used a ticket
8%	Monitors used no fare
31%	Monitors attempted an invalid fare
15%	Operators challenged an invalid fare
8%	Monitors received a free ride

**Schedule Adherence**

94%	Departures were on time
0%	Departures were early
6%	Departures were late
95%	Arrivals were on time
1%	Arrivals were early
4%	Arrivals were late

**Driving Skills**

86%	Operators accelerated/stopped smoothly
96%	Operators used safe speed
95%	Operators drove with both hands
99%	Operators maintained proper lane clearance
87%	Operators used safe following distance
100%	Operators obeyed yellow lights
98%	Operators obeyed stop signs
98%	Operators obeyed stop lights
96%	Operators used interior/exterior mirrors
99%	Operators used turn signals
99%	Operators looked lft/rt at intersections
99%	Operators turned from appropriate lane
94%	Operators maintained proper curb distance
99%	Operators made legal turns only



**Safety Observations**

- 87% Operators used seatbelt
- 98% Operators were cautious near pedestrians
- 100% Operators were cautious near school zone/buses
- 100% Operators were cautious in construction zone
- 100% Operators were cautious near emergency vehicles
- 93% Operators moving only when passengers were seated
- 61% Operators keep doors closed while moving
- 95% Operators focused attention on driving
- 96% Operators avoided extensive conversation
- 90% Operators did not eat/drink on bus
- 98% Operators did not use cell phone on bus
- 99% Operators did not use radio/headphones on bus

**Bus Stops**

- 99% Operators signaled entering/exiting stops
- 98% Operators used appropriate speed entering stops
- 99% Operators pulled into stop/curb properly
- 99% Operators stopped for all requested stops
- 98% Operators stopped for all passengers
- 99% Operators made authorized stops only

**Railroad Crossings**

- 47% Operators stopped at all RR crossings
- 100% Operators used four-way flashers at RR crossings
- 11% Operators opened window/door at RR crossings
- 100% Operators waited for the area to be cleared before crossing RR

**Passenger Relations**

- 13% Operators rated very good in customer service
- 78% Operators rated good in customer service
- 7% Operators rated fair in customer service
- 1% Operators rated poor in customer service
- 92% Operators greeted passengers upon boarding
- 87% Operators thanked passengers upon exiting
- 100% Operators answered questions clearly
- 100% Operators offered special assistance when needed
- 77% Operators had schedules in stock
- 99% Operators had destination signs properly displayed



## ADA Compliance

1%	ADA announcements were made by operators
0%	ADA announcements were made by operators with microphone
98%	ADA announcements were made by automated announce system
0%	ADA announcements were not made
13%	Operators needed to use the ramp/lift
92%	Operators used the ramp/lift
N/A	Lifts were inoperable
N/A	Operators called in an inoperable lift
64%	Operators used the kneeler
0%	Operators properly secured mobility device
0%	Operators used zero straps on mobility device
17%	Operators used one strap on mobility device
50%	Operators used two straps on mobility device
0%	Operators used three straps on mobility device
0%	Operators used four or more straps on mobility device
0%	Operators offered lapbelt to w/c passengers

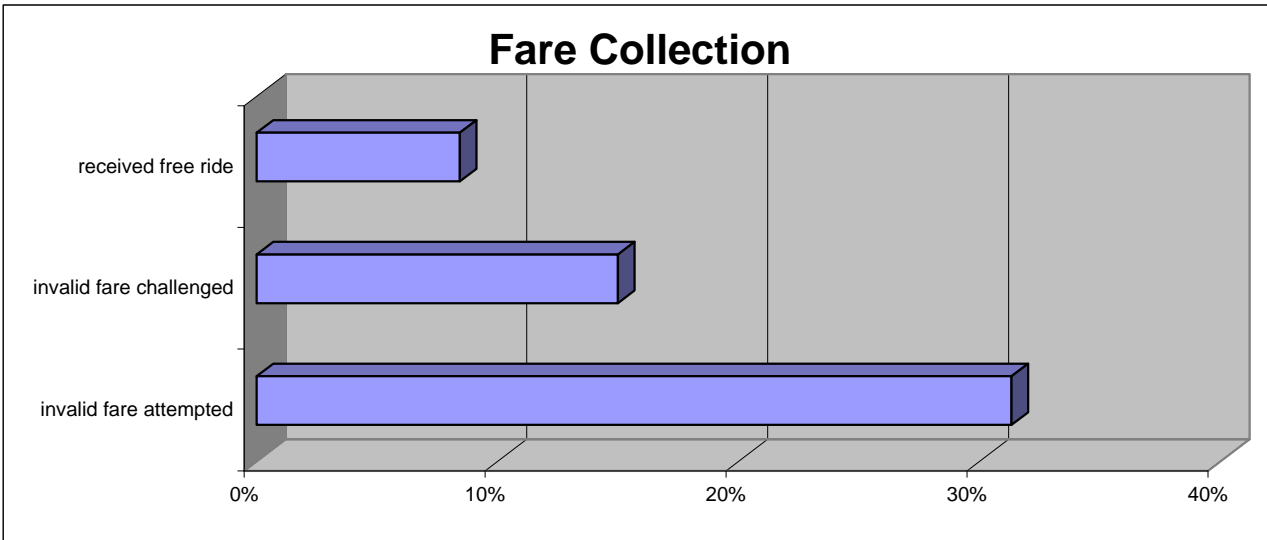
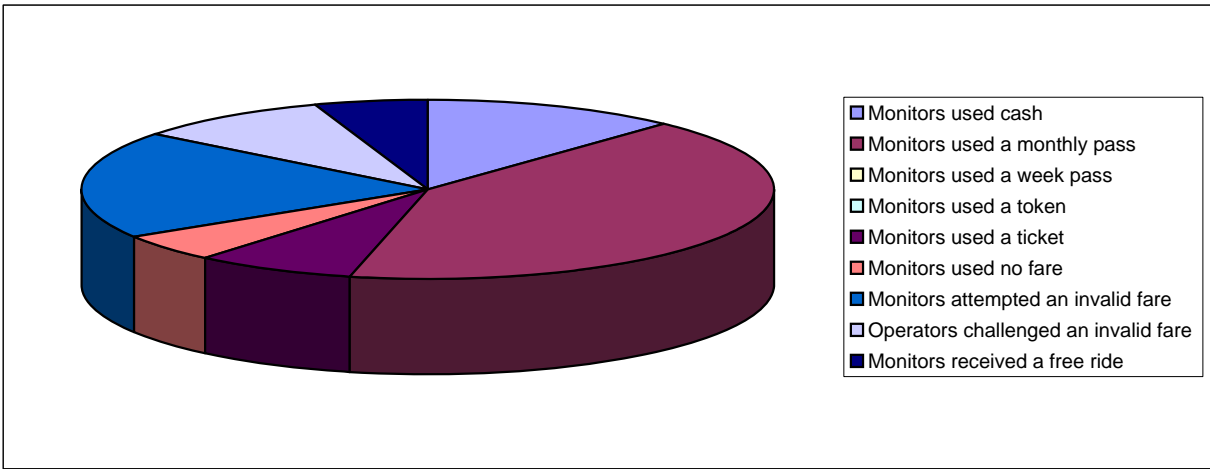
## Operator/Vehicle Observations

0%	Operators rated very good in appearance
99%	Operators rated good in appearance
0%	Operators rated fair in appearance
0%	Operators rated poor in appearance
99%	Operators were in full uniform
0%	Paint Condition was Very Good
99%	Paint Condition was Good
0%	Paint Condition was Fair
0%	Paint Condition was Poor
99%	Bus seats were clean
99%	Bus windows were clean
99%	Bus floors were clean
98%	Bus overall temperatures were comfortable



**Fare Collection**

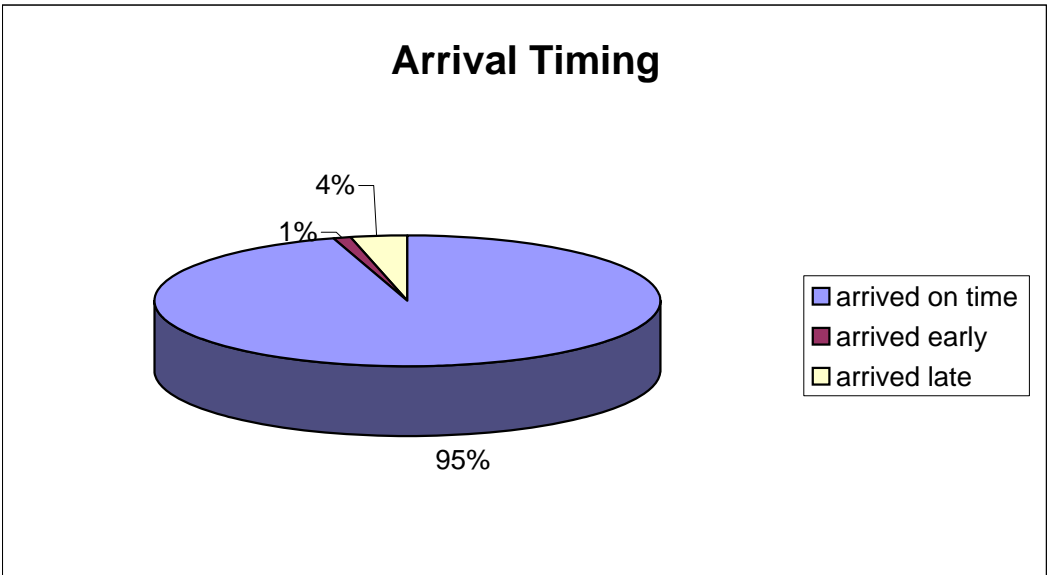
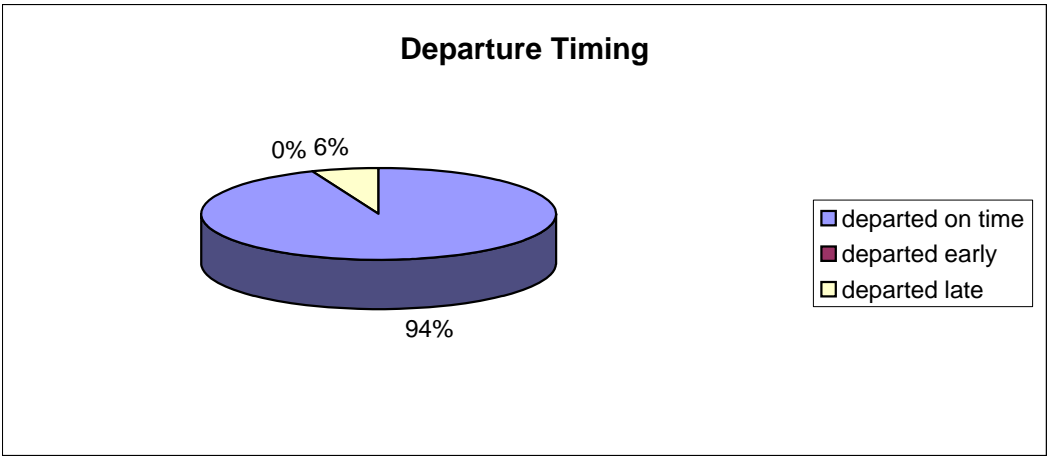
- 19% Monitors used cash
- 67% Monitors used a monthly pass
- 0% Monitors used a week pass
- 0% Monitors used a token
- 12% Monitors used a ticket
- 8% Monitors used no fare
- 31% Monitors attempted an invalid fare
- 15% Operators challenged an invalid fare
- 8% Monitors received a free ride





### Schedule Adherence

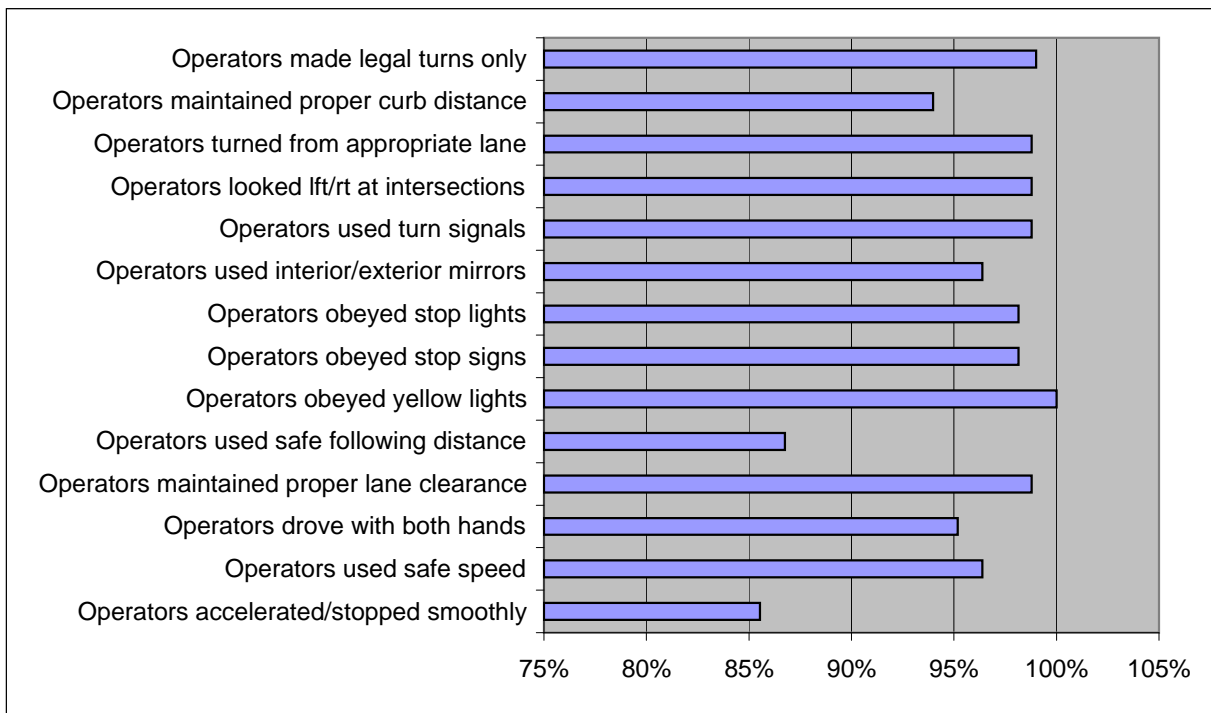
- 94% Departures were on time
- 0% Departures were early
- 6% Departures were late
- 95% Arrivals were on time
- 1% Arrivals were early
- 4% Arrivals were late





**Driving Skills**

- 86% Operators accelerated/stopped smoothly
- 96% Operators used safe speed
- 95% Operators drove with both hands
- 99% Operators maintained proper lane clearance
- 87% Operators used safe following distance
- 100% Operators obeyed yellow lights
- 98% Operators obeyed stop signs
- 98% Operators obeyed stop lights
- 96% Operators used interior/exterior mirrors
- 99% Operators used turn signals
- 99% Operators looked lft/rt at intersections
- 99% Operators turned from appropriate lane
- 94% Operators maintained proper curb distance
- 99% Operators made legal turns only

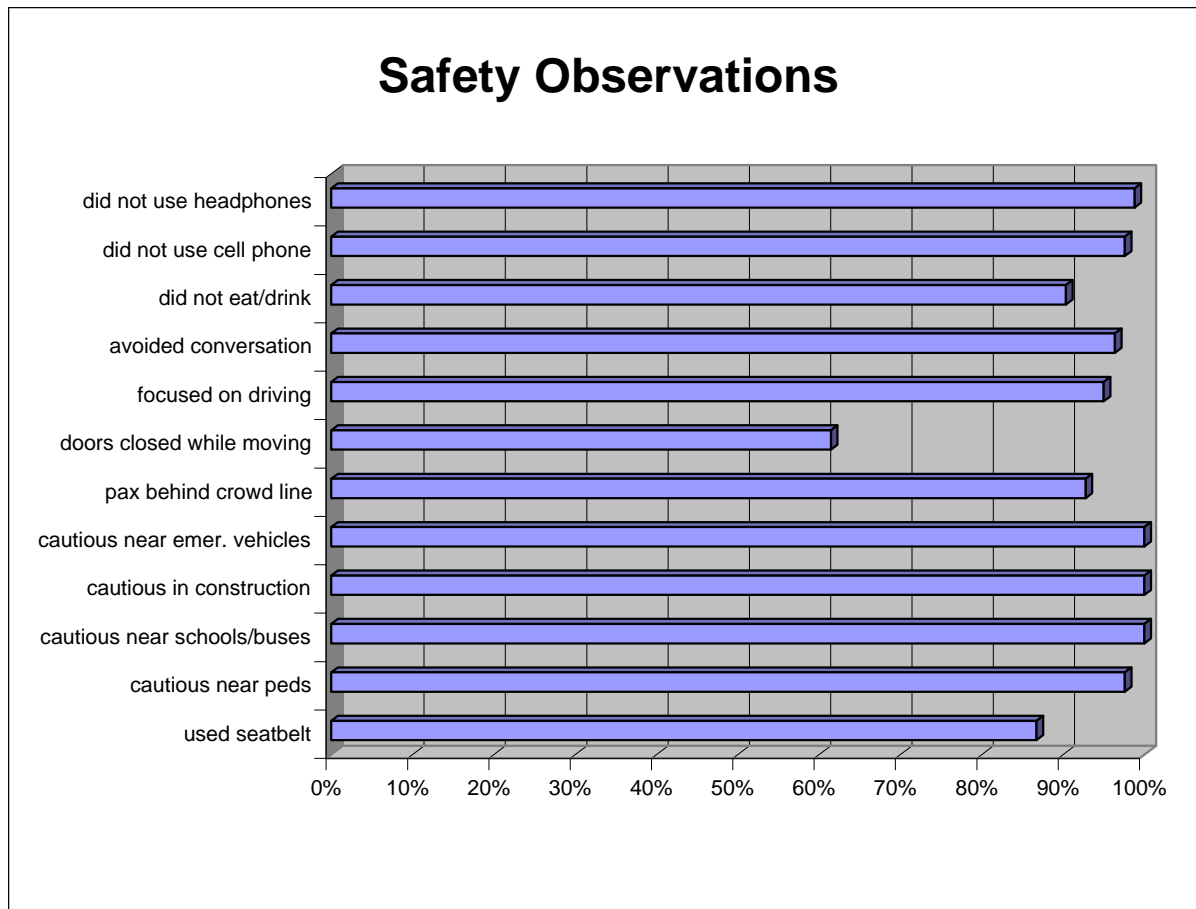






**Safety Observations**

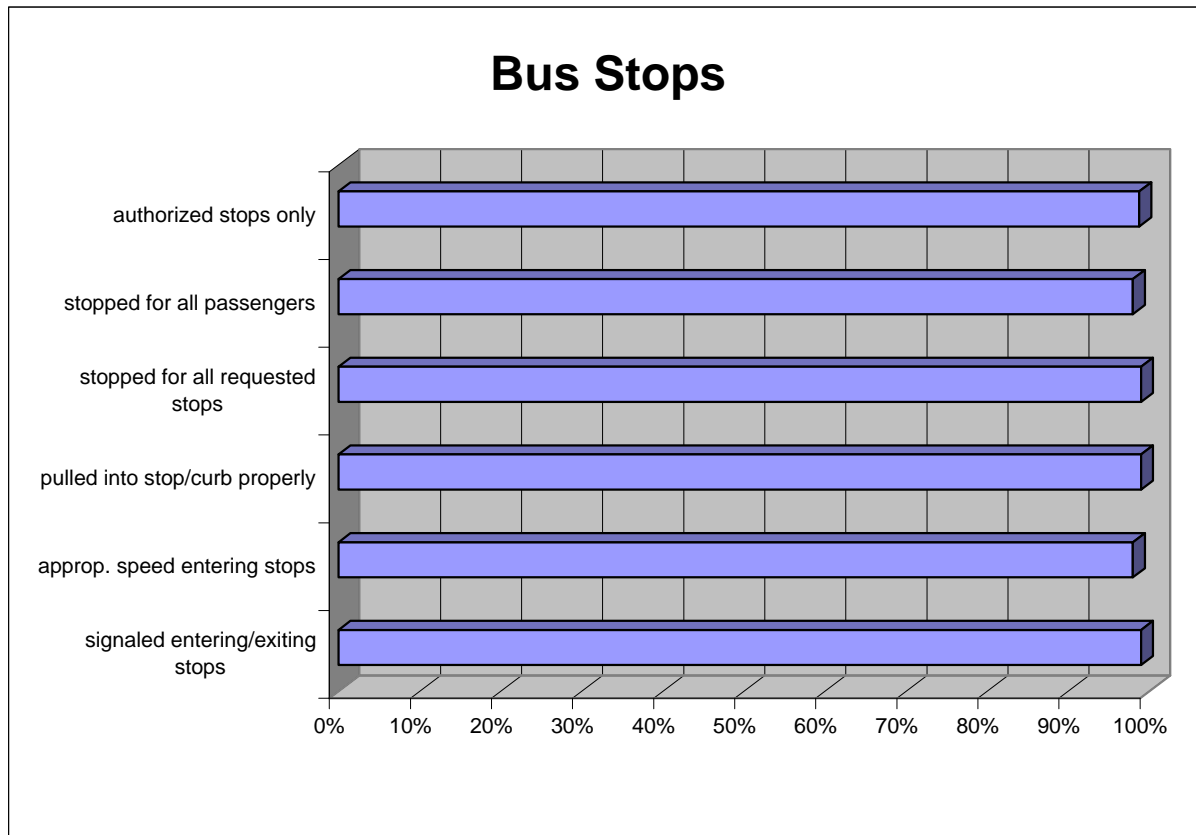
- 87% Operators used seatbelt
- 98% Operators were cautious near pedestrians
- 100% Operators were cautious near school zone/buses
- 100% Operators were cautious in construction zone
- 100% Operators were cautious near emergency vehicles
- 93% Operators moving only when passengers were seated
- 61% Operators keep doors closed while moving
- 95% Operators focused attention on driving
- 96% Operators avoided extensive conversation
- 90% Operators did not eat/drink on bus
- 98% Operators did not use cell phone on bus
- 99% Operators did not use radio/headphones on bus





**Bus Stops**

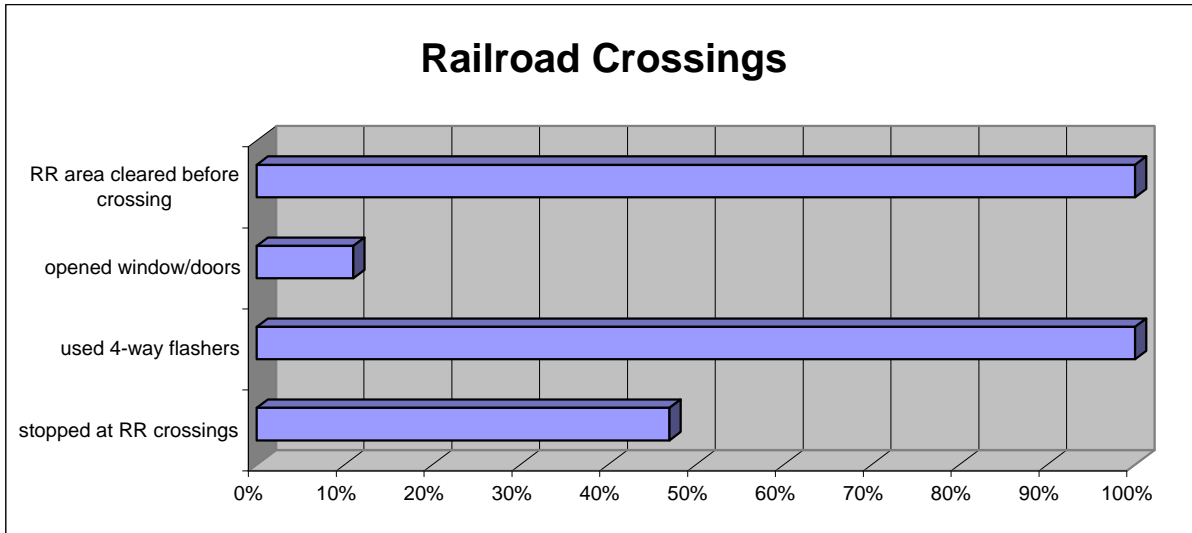
- 99% Operators signaled entering/exiting stops
- 98% Operators used appropriate speed entering stops
- 99% Operators pulled into stop/curb properly
- 99% Operators stopped for all requested stops
- 98% Operators stopped for all passengers
- 99% Operators made authorized stops only





## Railroad Crossings

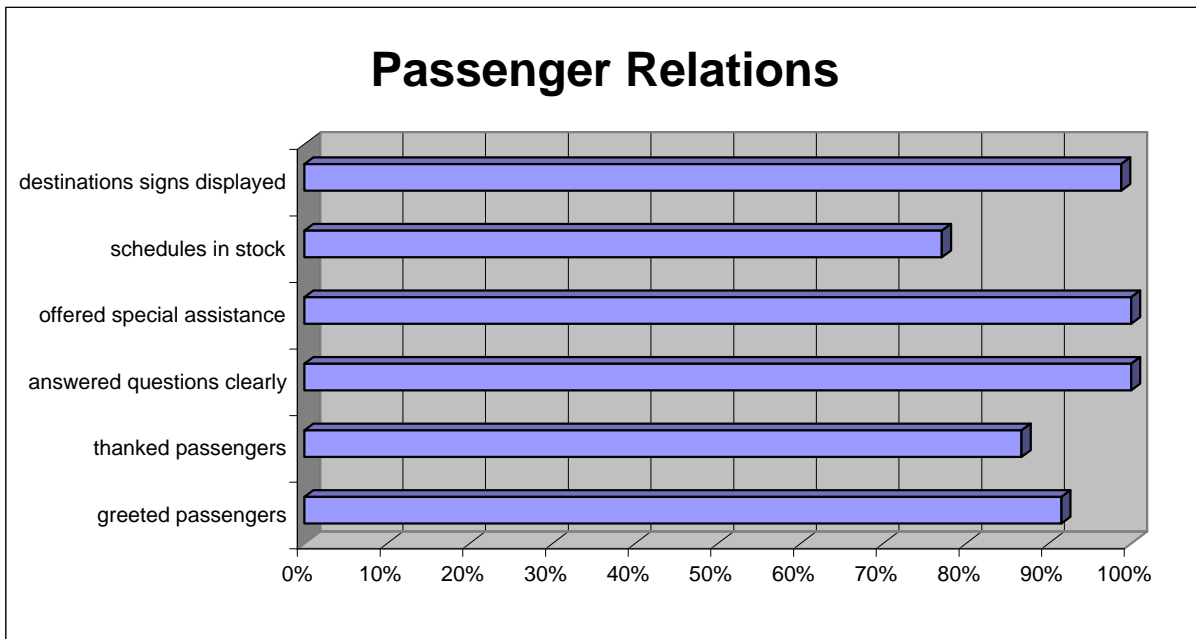
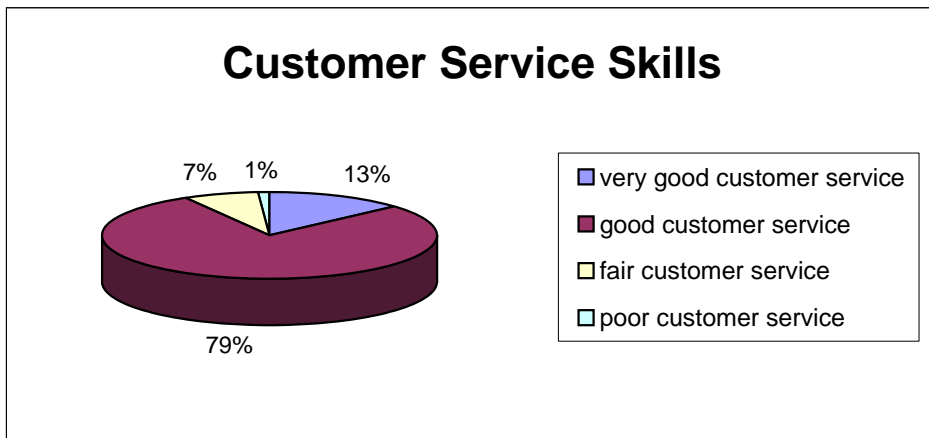
- 47%** Operators stopped at all RR crossings
- 100%** Operators used four-way flashers at RR crossings
- 11%** Operators opened window/door at RR crossings
- 100%** Operators waited for the area to be cleared before crossing RR





**Passenger Relations**

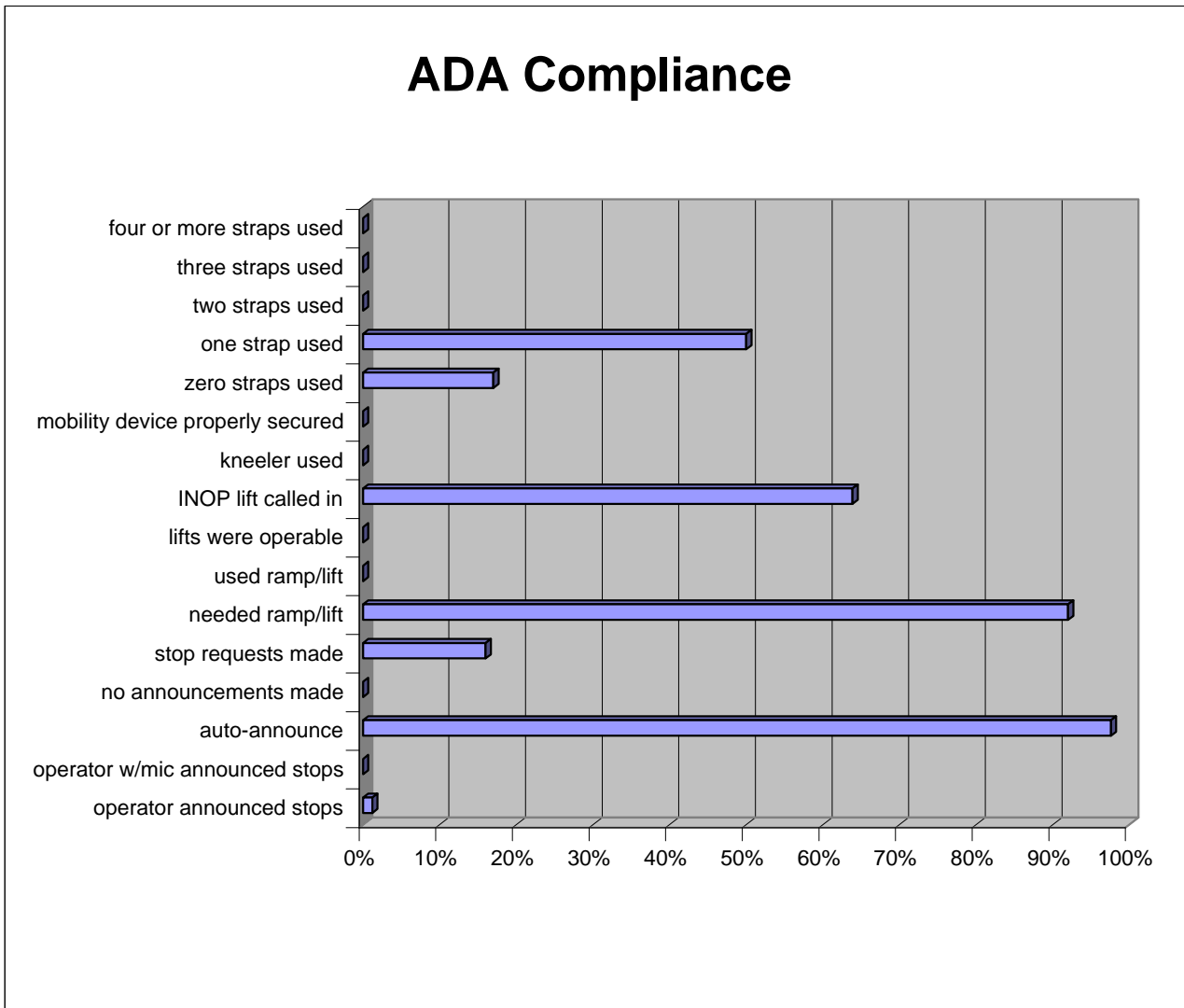
- 13% Operators rated very good in customer service
- 78% Operators rated good in customer service
- 7% Operators rated fair in customer service
- 1% Operators rated poor in customer service
- 92% Operators greeted passengers upon boarding
- 87% Operators thanked passengers upon exiting
- 100% Operators answered questions clearly
- 100% Operators offered special assistance when needed
- 77% Operators had schedules in stock
- 99% Operators had destination signs properly displayed





**ADA Compliance**

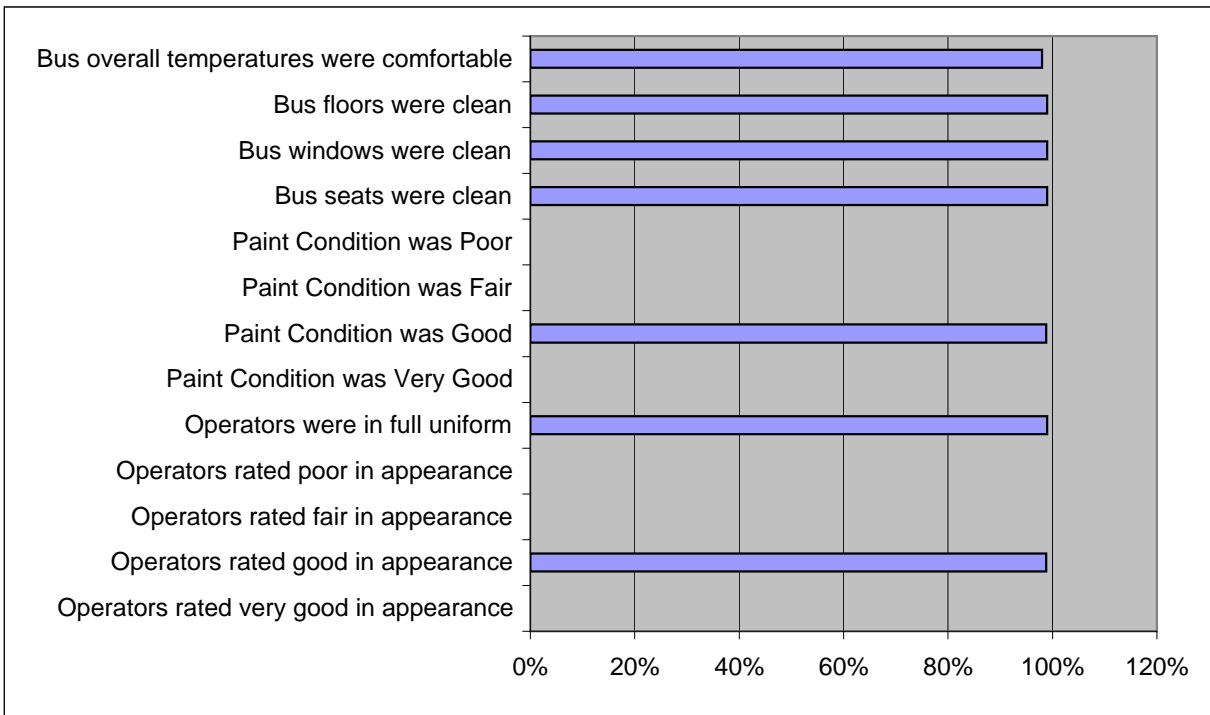
- 1% ADA announcements were made by operators
- 0% ADA announcements were made by operators with microphone
- 98% ADA announcements were made by automated announce system
- 0% ADA announcements were not made
- 16% Operators needed to use the ramp/lift
- 92% Operators used the ramp/lift
- N/A Lifts were inoperable
- N/A Operators called in an inoperable lift
- 64% Operators used the kneeler
- 0% Operators properly secured mobility device
- 0% Operators used zero straps on mobility device
- 17% Operators used one strap on mobility device
- 50% Operators used two straps on mobility device
- 0% Operators used three straps on mobility device
- 0% Operators used four or more straps on mobility device
- 0% Operators offered lapbelt to w/c passengers





**Operator/Vehicle Observations**

- 0% Operators rated very good in appearance
- 99% Operators rated good in appearance
- 0% Operators rated fair in appearance
- 0% Operators rated poor in appearance
- 99% Operators were in full uniform
- 0% Paint Condition was Very Good
- 99% Paint Condition was Good
- 0% Paint Condition was Fair
- 0% Paint Condition was Poor
- 99% Bus seats were clean
- 99% Bus windows were clean
- 99% Bus floors were clean
- 98% Bus overall temperatures were comfortable



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** 2009 FEDERAL FUNDING REQUESTS

**PREPARED BY:** Stefano Viggiano, Assistant General Manager

**ACTION REQUESTED:** Approve 2009 federal funding requests.

**BACKGROUND:** Every year LTD participates with Lane County; the cities of Eugene, Springfield, and Coburg; and Springfield Public Schools to develop a package of federal priorities. This effort, called the United Front, is intended to provide a coordinated set of local priorities for federal funding. Officials representing each of the participating agencies travel to Washington, D.C. to present these priorities to the Oregon Congressional delegation and various federal agencies. This year's United Front trip is scheduled for March 16-18, 2009.

In addition to the list of funding requests for the annual appropriations process, a separate list of projects to be funded by the six-year federal surface transportation bill is provided. SAFETEA-LU, the current federal surface transportation bill, will expire on September 30, 2009. Deliberation for the reauthorization of the legislation will occur this year.

Attached is the list, along with a brief description, of transit funding requests proposed by staff for both the annual appropriation and the Federal Surface Transportation Bill. The Board is asked to approve these projects for inclusion in the 2009 Federal Priorities book.

It should be noted that the Federal Stimulus Package under consideration in Congress is expected to include funding for transit. It is possible that some of these funding requests (most likely the maintenance building expansion and/or bus replacement) will be entirely or partially funded by the stimulus money. If that is the case, the 2009 funding requests will be adjusted accordingly.

**ATTACHMENT:** List of 2009 Federal Funding Requests for Transit

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

LTD Resolution No.2009-003: It is hereby resolved that the LTD Board of Directors approves the projects as recommended by staff for inclusion in the 2009 Federal Priorities book.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 21, 2009

**ITEM TITLE:** WEST EUGENE EmX EXTENSION (WEEE) PROJECT UPDATE

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

**ACTION REQUESTED:** None

**BACKGROUND:** After finalizing the Analysis of Methods and Data Reports (AMDRs) with the Federal Transit Administration (FTA), LTD distributed the AMDRs to over 15 Resource Agencies (which include agencies such as the Army Corps of Engineers, the City of Eugene, the Environmental Protection Agency, and the Confederated Tribes). The agencies will review and comment on the reports which prescribe the methods used to analyze the designs for the alternatives studied in the Alternatives Analysis/Draft Environmental Impact Statement (AA/DEIS) phase. Staff anticipate receiving and incorporating comments on the AMDRs by the end of January 2009.

LTD staff and consultants have been coordinating on a regular basis with the FTA, the Project Management Group (PMG), and partner agencies on the WEEE project process and coordination material. The WEEE project process will require at least nine to ten months before the analysis of alternatives is complete and a DEIS is ready for public review. Following public review of the DEIS; the City Council, the LTD Board of Directors, and the Metropolitan Policy Committee will begin the process of selecting a Locally Preferred Alternative (LPA).

As part of the preparation for the AA/DEIS, LTD staff will work to inform and respond to questions from the WEEE Corridor Committee members about each of the environmental disciplines addressed in the environmental review process. These opportunities for the WEEE Corridor Committee members will broaden their understanding as they prepare to review and comment on the analyses completed for each alternative in the DEIS.

During the next five to eight months, LTD staff will be preparing the conceptual engineering alternative designs and conducting the environmental analysis. It is anticipated that preliminary impact analysis findings will be ready for review and that discussion on potential mitigation of options can begin in May 2009. A complete analysis of impacts is expected in August 2009, which will lead to the beginning of the public comment period for the Draft EIS.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None