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**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

Wednesday June 17, 2009

5:30 p.m.

LTD CONFERENCE ROOM

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Towery _____ Dubick _____ Evans _____ Eyster _____
Gaydos _____ Kortge _____ Necker _____

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

- III. PRELIMINARY REMARKS BY BOARD PRESIDENT
- IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA 04
- V. BOARD CALENDARS (5 minutes) 05
- VI. WORK SESSION
 - A. Commuter Solutions Update and Research Report (30 minutes) 06 and 82
 - B. University of Oregon Community Planning Workshop: EmX Evaluation (30 minutes) 07

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

- VII. EMPLOYEE OF THE MONTH – July 2009 (5 minutes) 08
- VIII. 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.

IX.	ITEMS FOR ACTION AT THIS MEETING	
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	2. Minutes of the May 11, 2009, Special Board Meeting (Page 11)	
	3. Resolution Reaffirming District Boundaries (Page 17)	
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	2. Opening of Public Hearing by Board President	
	3. Public Testimony	
	• Each speaker is limited to three (3) minutes	
	4. Closing of Public Hearing	
	5. Board Action	
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	1. Staff Presentation	
	2. Opening of Public Hearing by Board President	
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	• Each speaker is limited to three (3) minutes	
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D.	Federal Fiscal Year 2010 Disadvantaged Business Enterprise Goal (5 minutes)	31
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X.	ITEMS FOR INFORMATION AT THIS MEETING	
A.	Board Member Reports (10 minutes)	48
	1. Meetings Held or Attended	
	a. EmX Steering Committee – June 2	
	b. West Eugene EmX Extension Corridor Committee – June 11	
	c. Metropolitan Policy Committee – June 11	
	2. Other Activities	
	a. Press Conference at Gateway EmX Work Site – May 27	

3.	No Meeting/No Report	
a.	Lane Council of Governments (LCOG) Board of Directors	
b.	Board HR Committee	
c.	Board Finance Committee	
d.	Board Service Committee	
e.	Gateway EmX Extension Corridor Committee	
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A.	Board Luncheon (July)	
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C.	Board Strategic Planning Work Session (Fall 2009)	
D.	West Eugene EmX Extension Update (future meetings)	
E.	Gateway EmX Extension Construction Updates (future meetings)	
F.	Legislative Bill Updates (future meetings)	
XII.	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).

Special Mobility Services: RideSource Activity and Productivity Information

April-09	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	14,758	14,188	4.0%	135,647	127,838	6.1%	163,249	152,976	6.7%
RideSource(All Modes)	12,080	11,369	6.3%	109,783	101,099	8.6%	131,384	120,735	8.8%
Shopper	494	554	-10.8%	4,824	4,970	-2.9%	5,815	6,040	-3.7%
Escort Volunteers-Metro	656	822	-20.2%	6,971	7,896	-11.7%	8,533	9,353	-8.8%
Escort Volunteers-Rural	1,528	1,443	5.9%	14,069	13,873	1.4%	17,517	16,848	4.0%
RideSource Cost per Ride	\$ 20.22	\$ 19.94	1.4%	\$ 22.26	\$ 20.45	8.8%	\$ 22.22	\$ 20.44	8.7%
RideSource(All Modes)	\$ 24.14	\$ 24.30	-0.7%	\$ 26.91	\$ 25.28	6.5%	\$ 27.01	\$ 25.29	6.8%
RideSource Shopper	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%
RideSource Escort	\$ 3.08	\$ 2.93	5.1%	\$ 3.08	\$ 2.73	12.7%	\$ 3.04	\$ 2.80	8.3%
Ride Reservations	12,795	12,236	4.6%	117,769	111,087	6.0%	140,922	132,418	6.4%
Cancelled Number	1,130	1,054	7.2%	10,897	11,045	-1.3%	12,860	12,877	-0.1%
Cancelled % of Total	8.83%	8.61%		9.25%	9.94%		9.13%	9.72%	
No-Show Number	128	115	11.3%	1174	1303	-9.9%	1,442	1,527	-5.6%
No-Show % of Total	1.00%	0.94%		1.00%	1.17%		1.02%	1.15%	
Ride Refusals Number	0	0	#DIV/0!	12	3	300.0%	15	7	114.3%
Ride Refusals % of Total	0.00%	0.00%		0.01%	0.00%		0.01%	0.01%	
Service Hours	6,249	6,070	2.9%	58,267	54,356	7.2%	70,000	64,528	8.5%
Agency Staff	5,940	5,763	3.1%	55,552	51,936	7.0%	66,663	61,606	8.2%
Agency SMS Volunteer	309	307	0.7%	2,715	2,420	12.2%	3,337	2,922	14.2%
Avg. Trips/Service Hr.	2.01	1.96	2.6%	1.97	1.95	1.0%	1.96	1.96	0.0%
RideSource System Miles	85,802	82,831	3.6%	803,625	754,280	6.5%	965,949	900,108	7.3%
Avg. Miles/Trip	6.82	6.95	-1.8%	7.01	7.11	-1.4%	7.04	7.10	-0.8%
Miles/Vehicle Hour	13.73	13.65	0.6%	13.79	13.88	-0.6%	13.80	13.95	-1.1%

Special Mobility Services: RideSource Activity and Productivity Information

April-09	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
On-Time Performance %	85.1%	88.6%	-4.0%	86.2%	89.8%	-4.1%	86.4%	90.4%	-4.4%
Sample	9,844	9,977		92,212	90,488		111,090	108,297	
On-Time	8,375	8,841		79,464	81,292		95,950	97,867	

- 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.



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

Prepared by Andy Vobora, Director of Service Planning, Accessibility, and Marketing
June 17, 2009

ACTION REQUESTED

Approval of resolution reaffirming District boundaries

BACKGROUND

Oregon Revised Statutes 167.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory in which the system will operate. No changes are recommended to the LTD boundary for FY 2009-2010. Attached for the Board's approval as part of the Consent Calendar for June 17, 2009, is a Resolution reaffirming LTD's boundaries for the coming fiscal year.

CONSEQUENCES OF REQUESTED ACTION

The District will operate within the boundaries set forth in Ordinance No. 24 (2008 Revision).

ATTACHMENT

LTD Resolution No. 2009-018, A Resolution Reaffirming the Territory in the District Within Which the Transit System Will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

RESOLUTION

LANE TRANSIT DISTRICT

LTD Resolution No. 2009-018

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

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

THEREFORE, HEREBY BE IT RESOLVED, that for Fiscal Year 2009–2010, the Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance Number 24 (2008 Revision).

Date Adopted

Board President

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: MAY FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

Ridership as measured by boardings remains strong, but growth continued to slow in May. Boardings for the rolling twelve-month period that ended May 31 were 5.6 percent higher than for the same period last year. Boardings for the month of May were 6.9 percent lower than in May 2008.

Passenger fares are up 6.3 percent over last year due to sustained ridership and also due to a 20 percent increase in the cash fare and an 18 percent increase in the monthly pass rate, both implemented in September. Group pass receipts are strong, up 16.1 percent over the same period in the last fiscal year. Both revenue sources have positive budget variances through eleven months of the current fiscal year that will carry through to fiscal year end.

Payroll tax receipts remain below budget and were 1.6 percent below those of last year by the end of May. The current-year budget assumed an 8 percent increase in receipts. The year-to-date negative variance is \$2.7 million.

Self-employment tax receipts are also down compared to last year, which is consistent with a broad and deep recession. Year-to-date results, which include most of the expected receipts for the fiscal year, are down 8.4 percent. State-in-lieu receipts for the three quarters ended March 31 are 1.5 percent ahead of last year and slightly below current-year budget. Receipts for the quarter that ends June 30 will be available in early July.

Interest rates of return on investment continue to slide. By the end of May, the annualized rate of return for the Local Government Investment Pool had fallen to 1.03 percent. Also, 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 55.1 percent reduction in interest income for the first eleven months of the current fiscal year versus last year.

Total personnel services year to date are below budget. As mentioned in previous reports, six bus operator positions remain unfilled in anticipation of future service reductions. An additional operator position was eliminated through attrition. A Human Resources position that was budgeted in the current fiscal year remains unfilled, and a Customer Service Center position has been eliminated through attrition.

A positive result is the relative stability of fuel prices. The per gallon price peaked on July 7, 2008, at \$4.20 per gallon. The fiscal year low price was \$1.11 per gallon on March 12, 2009. While fuel prices have trended upward in the last several weeks, the year-to-date average price through May was \$2.19 per gallon, down from the \$2.24 per gallon reported through April. The current-year budget assumed an average per gallon price of \$3.75. It is now certain that there will be a positive budget variance for fuel by fiscal year end in excess of \$1 million. LTD was successful in its effort to buy and store fuel, thereby setting aside about 42 percent of the annual fuel requirement at \$1.68 per gallon delivered. As long as market prices remain below \$2.00 per gallon, LTD will hold the stored fuel for future use. Fuel can be stored for up to 18 months. The highest price per gallon paid for fuel in May was \$1.66, and the lowest was \$1.62. A year ago, the volatility was upward and significant.

Although there is continued concern about the effect of the local economic downturn on payroll tax receipts, expenditure control and existing reserves are adequate at this time, and the General Fund is currently stable.

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

In the Capital Projects Fund, spending has accelerated on the Gateway EmX Extension project, which includes the new station at Gateway Mall. Construction of the new station began in late summer of 2008. Gateway Station was dedicated on May 13 and opened June 14. Planning work also continues on the West Eugene EmX Extension.

ATTACHMENTS:

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

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



LANE TRANSIT DISTRICT RESOLUTION NO. 2009-020

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for the Fiscal Year 2009-2010 in the total combined fund sum of \$96,105,200 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2009, and for the purposes shown below are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Personnel Services	\$ 26,435,300
Materials & Services	<u>7,953,200</u>
Total Operating	34,388,500
 <u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Transportation Options Fund	5,000
Transfer to Accessible Services Fund	1,900,000
Transfer to Capital Projects Fund	-
Operating Contingency	1,000,000
Other Contingency	5,208,100
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-Operating	<u>9,113,100</u>
 Total General Fund	 <u>43,501,600</u>
 <u>TRANSPORTATION OPTIONS FUND</u>	
Materials & Services	683,300
Contingency	<u>138,400</u>
Total Transportation Options Fund	<u>821,700</u>
 <u>ACCESSIBLE SERVICES FUND</u>	
Materials & Services	4,819,000
Transfer to Capital	144,000
Operating Contingency	<u>242,300</u>
Total Accessible Services Fund	<u>5,205,300</u>
 <u>MEDICAID FUND</u>	
Materials & Services	<u>5,289,700</u>
Total Medicaid Fund	<u>5,289,700</u>
 <u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	40,578,400
Debt Service	-
Capital Reserve	<u>708,500</u>
Total Capital Projects Fund	<u>41,286,900</u>

June 17, 2009
Date Adopted

Board President

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 17, 2009
- ITEM TITLE:** ADOPTION OF FISCAL YEAR 2009-2010 BUDGET
- PREPARED BY:** Diane Hellekson, Director of Finance and Information Technology
- ACTION REQUESTED:**
- (1) Hold a public hearing on Fiscal Year 2009-2010 budget.
 - (2) Adopt Fiscal Year 2009-2010 budget by attached resolution.
- BACKGROUND:**
- The Budget Committee approved the budget for Fiscal Year 2009-2010 on May 20, 2009. The fixed-route operating budget is \$34,388,500. The grand legal total of all combined funds plus reserves and transfers is \$96,105,200. A public hearing on the budget must be held, and budget law requires that the Board of Directors must adopt a final budget before July 1, 2009.
- The budget described in the attached resolution for all Lane Transit District funds is the same as the authorized spending in the budget for FY 2009-2010 approved by the LTD Budget Committee on May 20, with one minor change. There has been a correction in the Accessible Services Fund. The Mobility Management Program was inadvertently missed when the Medicaid Fund was created and appropriations moved from the Accessible Services Fund. The correction adds \$141,800 to materials and services in the Accessible Services Fund and subtracts the same amount from the Accessible Services Fund operating contingency. This correction does not require the approval of the Budget Committee. The total appropriations for the Accessible Services Fund remain the same, as do total appropriations for the FY 2009-2010 budget.
- A copy of the final budget document will be provided to each member of the Budget Committee as soon as a FY 2009-2010 budget is adopted. Budget highlights and a brief overview will be presented at the June 17 Board meeting.
- RESULTS OF RECOMMENDED ACTION:**
- Staff will file the adopted budget with the State of Oregon, as required, and the new budget will become the FY 2009-2010 business plan beginning July 1, 2009.
- ATTACHMENTS:**
- (1) Resolution
 - (2) General Fund Approved Budget
 - (3) Transportation Options Fund Approved Budget
 - (4) Accessible Services Fund Approved Budget
 - (5) Medicaid Fund Approved Budget
 - (6) Capital Projects Fund Approved Budget

PROPOSED MOTION: I move approval of Resolution No. 2009-020, adopting the LTD Fiscal Year 2009-2010 budget and appropriating \$96,105,200 as represented in the resolution.

Q:\Reference\Board Packet\2009\06\Reg. Meeting 6-17-09\10 adopted budget summary.doc

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 17, 2009
- ITEM TITLE:** FEDERAL FISCAL YEAR 2010 DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL
- PREPARED BY:** Jeanette Bailor, Purchasing Manager
- ACTION REQUESTED:** Staff recommend that the Board adopt the attached Resolution Revising DBE Goal for Federal Fiscal Year 2010.
- BACKGROUND:** On October 20, 1981, the LTD Board of Directors established by resolution an affirmative action program for disadvantaged business enterprise participation in Department of Transportation or other federal agency financial assistance projects. Since that time, the Board has adopted revised Disadvantaged Business Enterprise (DBE) Policies and DBE Affirmative Action Goals on an annual basis after a goal-setting process outlined in the attached overview. DBEs are defined as women- and minority-owned business enterprises as certified by the Oregon State Office of Minority, Women, and Emerging Small Businesses. The goal is published both in written form and on the LTD web page and is open for a 45-day public comment period.
- LTD's Board of Directors is being asked to approve the revised Federal Fiscal Year 2010 goal, which is 5.19 percent of Federal Transit Administration funded contracting activities.
- Program Components:
- (1) Resolution Revising DBE Goal
 - (2) Federal Fiscal Year 2010 Overview and Goal
 - (3) Policy Statement
- The entire DBE program is available on the LTD website and can be reviewed upon request by any member of the public.
- RESULTS OF RECOMMENDED ACTION:** The revised DBE Goal will be submitted to the Federal Transit Administration (FTA) for approval.
- ATTACHMENTS:** Resolution Revising the DBE Goal for Federal FY 2010
DBE Goal and Overview
Projected Awards
Calculation of Annual Goals
Projected FTA Funded Contract Awards

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2009-021: Resolved, the LTD Board of Directors hereby adopts a new DBE Goal of 5.19 percent, effective August 1, 2009.

Q:\PURCHASE\Board reports & info\2010 DBE board summary.doc

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 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



**Lane Transit District
General Fund Revenue and Expenditure Summary
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Resources						
Beginning Working Capital	6,638,587	7,881,399	6,006,000	7,100,600	5,280,000	5,280,000
Operating Revenues						
Cash Fares & Tokens	3,564,552	4,317,363	4,086,500	4,484,170	4,507,800	4,507,800
Group Passes	1,649,154	1,805,198	1,941,500	1,860,000	2,030,500	2,030,500
Total Operating Revenues (Passenger Fares)	<u>5,213,706</u>	<u>6,122,561</u>	<u>6,028,000</u>	<u>6,344,170</u>	<u>6,538,300</u>	<u>6,538,300</u>
Other Revenues						
Special Services	693,785	867,500	681,600	685,660	735,700	735,700
Advertising	318,802	330,928	330,000	351,300	264,000	264,000
Miscellaneous	154,579	194,564	156,200	214,800	179,500	179,500
Interest	885,695	686,566	530,000	316,180	150,000	150,000
Sales of Assets	12,928	41,925	2,000	80	-	-
Payroll Taxes	21,658,590	23,303,571	25,905,600	23,200,000	23,327,600	23,327,600
Self-employment Taxes	1,571,720	1,618,655	1,605,900	1,369,360	1,400,000	1,400,000
State-in-Lieu	1,338,318	1,432,590	1,488,400	1,454,720	1,400,000	1,400,000
American Recovery & Reinvestment Act (ARRA)	-	-	-	-	3,201,500	3,201,500
Other Operating Grants	112,794	30,932	440,000	1,286,160	1,025,000	1,025,000
Total Other Revenues	<u>26,747,211</u>	<u>28,507,231</u>	<u>31,139,700</u>	<u>28,878,260</u>	<u>31,683,300</u>	<u>31,683,300</u>
Total Revenues	<u>31,960,917</u>	<u>34,629,792</u>	<u>37,167,700</u>	<u>35,222,430</u>	<u>38,221,600</u>	<u>38,221,600</u>
Total Resources	<u>38,599,504</u>	<u>42,511,191</u>	<u>43,173,700</u>	<u>42,323,030</u>	<u>43,501,600</u>	<u>43,501,600</u>
Requirements						
Operating Requirements						
Personnel Services	21,706,648	23,227,734	26,750,300	24,612,600	26,435,300	26,435,300
Materials & Services	6,177,019	7,010,573	8,780,600	7,381,115	6,685,600	6,685,600
Insurance & Risk Services	1,003,228	851,032	1,099,400	1,092,300	1,267,600	1,267,600
Total Operating Requirements	<u>28,886,895</u>	<u>31,089,339</u>	<u>36,630,300</u>	<u>33,086,015</u>	<u>34,388,500</u>	<u>34,388,500</u>
Transfers						
Transfer to Transportation Options Fund	5,000	5,000	5,000	5,000	5,000	5,000
Transfer to Accessible Services Fund	1,826,210	2,104,654	2,378,700	2,200,000	1,900,000	1,900,000
Transfer to Capital Projects Fund	-	2,211,600	1,752,000	1,752,000	-	-
Total Transfers	<u>1,831,210</u>	<u>4,321,254</u>	<u>4,135,700</u>	<u>3,957,000</u>	<u>1,905,000</u>	<u>1,905,000</u>
Total Operating Requirements and Transfers	<u>30,718,105</u>	<u>35,410,593</u>	<u>40,766,000</u>	<u>37,043,015</u>	<u>36,293,500</u>	<u>36,293,500</u>
Reserves						
Reserves - Operating Contingency	-	-	1,000,000	-	1,000,000	1,000,000
Reserves - Working Capital	-	-	407,700	-	5,208,100	5,208,100
Reserves - Self-Insurance, Risk and HR Liability	-	-	1,000,000	-	1,000,000	1,000,000
Total Reserves	<u>-</u>	<u>-</u>	<u>2,407,700</u>	<u>-</u>	<u>7,208,100</u>	<u>7,208,100</u>
Total Requirements	<u>30,718,105</u>	<u>35,410,593</u>	<u>43,173,700</u>	<u>37,043,015</u>	<u>43,501,600</u>	<u>43,501,600</u>
Total FTE	330.20	336.45	342.45	334.45	328.45	328.45
Percentage Change Analysis						
		FY 2007-08 Actual compared with FY 2006-07 Actual		FY 2008-09 Estimated compared with FY 2007-08 Actual	FY 2009-10 Proposed compared with FY 2008-09 Budget	FY 2009-10 Approved compared with FY 2008-09 Budget
Total Resources		10.1%		-0.4%	0.8%	0.8%
Total Revenues		8.4%		1.7%	2.8%	2.8%
Total Other Revenues		6.6%		1.3%	1.7%	1.7%
Total Passenger Fares		17.4%		3.6%	8.5%	8.5%
Total Requirements		15.3%		4.6%	0.8%	0.8%
Total Reserves					199.4%	199.4%
Total Operating Requirements and Transfers		15.3%		4.6%	-11.0%	-11.0%
Total Transfers		136.0%		-8.4%	-53.9%	-53.9%
Total Operating Requirements		7.6%		6.4%	-6.1%	-6.1%



**Lane Transit District
Department Summary
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
General Administration						
Personnel Services	537,355	546,322	622,800	570,800	600,600	600,600
Materials & Services	114,815	132,193	184,100	173,900	177,800	177,800
Total General Administration	652,170	678,515	806,900	744,700	778,400	778,400
Government Relations						
Personnel Services	-	-	-	-	-	-
Materials & Services	107,660	116,261	140,100	140,100	125,800	125,800
Total Government Relations	107,660	116,261	140,100	140,100	125,800	125,800
Finance						
Personnel Services	805,926	825,609	896,400	885,700	940,500	940,500
Materials & Services	64,902	63,320	95,400	79,900	134,800	134,800
Total Finance	870,828	888,929	991,800	965,600	1,075,300	1,075,300
Information Technology						
Personnel Services	490,608	510,715	539,100	537,200	585,200	585,200
Materials & Services	257,437	404,818	532,000	538,260	570,900	570,900
Total Information Technology	748,045	915,533	1,071,100	1,075,460	1,156,100	1,156,100
Human Resources						
Personnel Services	525,539	553,150	697,900	624,000	656,200	656,200
Materials & Services	189,133	193,644	324,800	240,700	334,400	334,400
Total Human Resources	714,672	746,794	1,022,700	864,700	990,600	990,600
Service Planning						
Personnel Services	431,669	457,758	530,600	499,100	561,300	561,300
Materials & Services	8,563	5,880	15,000	10,160	10,000	10,000
Total Service Planning	440,232	463,638	545,600	509,260	571,300	571,300
Marketing						
Personnel Services	277,801	301,737	342,400	343,000	328,900	328,900
Materials & Services	591,796	385,491	416,500	381,580	316,400	316,400
Total Marketing	869,597	687,228	758,900	724,580	645,300	645,300
Graphics						
Personnel Services	100,484	101,594	138,400	109,300	126,200	126,200
Materials & Services	10,270	12,911	19,800	22,620	14,600	14,600
Total Marketing	110,754	114,505	158,200	131,920	140,800	140,800
Accessible Services Administration						
Personnel Services	-	(4,812)	-	45,600	92,600	92,600
Materials & Services	(847)	-	-	26,270	30,500	30,500
Total Accessible Services Administration	(847)	(4,812)	-	71,870	123,100	123,100
Planning & Development						
Personnel Services	95,011	168,448	215,600	234,000	248,800	248,800
Materials & Services	16,004	12,830	19,700	23,100	19,700	19,700
Total Development Services	111,015	181,278	235,300	257,100	268,500	268,500
Transportation Options						
Personnel Services	-	132	-	-	-	-
Materials & Services	-	-	-	-	-	-
Total Transportation Options	-	132	-	-	-	-



**Lane Transit District
Department Summary
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Facilities Services						
Personnel Services	482,671	476,276	546,700	493,000	579,000	579,000
Materials & Services	879,560	880,985	957,600	900,540	854,500	854,500
Total Facilities Services	<u>1,362,231</u>	<u>1,357,261</u>	<u>1,504,300</u>	<u>1,393,540</u>	<u>1,433,500</u>	<u>1,433,500</u>
Transit Operations						
Personnel Services	14,220,474	15,254,148	17,681,300	15,955,300	17,039,500	17,039,500
Materials & Services	675,613	681,809	715,700	677,400	616,000	616,000
Total Transit Operations	<u>14,896,087</u>	<u>15,935,957</u>	<u>18,397,000</u>	<u>16,632,700</u>	<u>17,655,500</u>	<u>17,655,500</u>
Transit Operations Training						
Personnel Services	204,656	193,685	182,400	193,200	187,500	187,500
Materials & Services	20,266	34,870	39,400	28,900	15,200	15,200
Total Transit Operations Training	<u>224,922</u>	<u>228,555</u>	<u>221,800</u>	<u>222,100</u>	<u>202,700</u>	<u>202,700</u>
Customer Service Center						
Personnel Services	480,198	490,748	596,200	524,600	549,300	549,300
Materials & Services	18,718	20,141	29,600	22,700	27,700	27,700
Total Customer Service Center	<u>498,916</u>	<u>510,889</u>	<u>625,800</u>	<u>547,300</u>	<u>577,000</u>	<u>577,000</u>
Maintenance						
Personnel Services	3,054,256	3,352,224	3,760,500	3,597,800	3,939,700	3,939,700
Materials & Services	3,223,129	4,065,420	5,290,900	4,114,985	3,437,300	3,437,300
Total Maintenance	<u>6,277,385</u>	<u>7,417,644</u>	<u>9,051,400</u>	<u>7,712,785</u>	<u>7,377,000</u>	<u>7,377,000</u>
Insurance						
Insurance & Risk Management	1,003,228	851,032	1,099,400	1,092,300	1,267,600	1,267,600
Total Insurance & Risk Management	<u>1,003,228</u>	<u>851,032</u>	<u>1,099,400</u>	<u>1,092,300</u>	<u>1,267,600</u>	<u>1,267,600</u>
Total Departmental Expenditures	<u>28,886,895</u>	<u>31,089,339</u>	<u>36,630,300</u>	<u>33,086,015</u>	<u>34,388,500</u>	<u>34,388,500</u>
Total Personnel Services						
	21,706,648	23,227,734	26,750,300	24,612,600	26,435,300	26,435,300
Total Materials & Services						
	6,177,019	7,010,573	8,780,600	7,381,115	6,685,600	6,685,600
Total Insurance & Risk						
	1,003,228	851,032	1,099,400	1,092,300	1,267,600	1,267,600
Total Departmental Expenditures	<u>28,886,895</u>	<u>31,089,339</u>	<u>36,630,300</u>	<u>33,086,015</u>	<u>34,388,500</u>	<u>34,388,500</u>
Personnel Profile						
General Administration	4.75	5.00	5.00	5.00	5.00	5.00
Finance	9.00	9.00	9.00	9.00	9.00	9.00
Information Technology	5.00	6.00	6.00	7.00	7.00	7.00
Human Resources	6.00	6.00	7.00	6.00	6.00	6.00
Service Planning	4.50	4.50	4.50	4.50	4.50	4.50
Marketing	3.50	3.50	3.50	3.50	3.50	3.50
Graphics	1.70	1.70	1.70	1.70	1.70	1.70
Accessible Services Administration	3.00	4.00	4.00	3.00	3.00	3.00
Planning & Development	4.75	4.75	4.75	4.75	4.75	4.75
Transportation Options	4.75	4.75	4.75	4.75	4.75	4.75
Facilities Services	8.25	8.25	8.25	8.25	8.25	8.25
Transit Operations	221.00	225.00	230.00	224.00	219.00	219.00
Transit Operations Training	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Center	8.00	8.00	8.00	7.00	7.00	7.00
Maintenance	45.00	45.00	45.00	45.00	44.00	44.00
Total FTE	<u>330.20</u>	<u>336.45</u>	<u>342.45</u>	<u>334.45</u>	<u>328.45</u>	<u>328.45</u>



**Lane Transit District
Transportation Options Fund
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Resources						
Beginning Working Capital	331,741	423,452	491,400	442,800	305,200	305,200
Federal Grants	525,109	466,537	440,500	343,930	436,500	436,500
State Grants	82,212	-	-	-	-	-
Other Local Jurisdictions	15,000	15,000	15,000	15,000	15,000	15,000
Student Transit Pass Revenue	70,172	-	60,000	60,000	60,000	60,000
LCOG STPP Pass Purchase	3,000,850	-	-	-	-	-
Transfer from General Fund	5,000	5,000	5,000	5,000	5,000	5,000
Total Resources	4,030,084	909,989	1,011,900	866,730	821,700	821,700
Requirements						
Funded from Rideshare Program						
Project Management	458,954	427,037	447,500	447,500	184,200	184,200
Special Projects	21,227	1,801	11,500	11,500	71,200	71,200
Research	-	-	41,400	41,400	18,000	18,000
General Rideshare Program	3,961	-	-	-	-	-
Carpool/Vanpool Program	9,240	9,472	25,000	25,000	217,200	217,200
Smart Ways to School Program	20,785	9,060	8,000	8,000	71,200	71,200
Emergency Ride Home Program	1,501	388	3,000	3,000	-	-
Gateway Transportation Program	4,484	315	6,000	6,000	-	-
ETC Program	27	-	-	-	-	-
Park & Ride Program	3,499	1,514	5,000	5,000	-	-
Group Pass Program	8,350	17,558	14,100	14,100	121,500	121,500
Coburg Transportation Program	-	-	-	-	-	-
Total Rideshare Program	532,028	467,145	561,500	561,500	683,300	683,300
I-5/Beltline Project	73,522	-	-	-	-	-
Travel Smart Program	232	-	-	-	-	-
Student Transit Pass Program	3,000,850	-	-	-	-	-
Transfer to General Fund	-	-	-	-	-	-
Contingency	-	-	450,400	-	138,400	138,400
Total Requirements	3,606,632	467,145	1,011,900	561,500	821,700	821,700
Percentage Change Analysis						
		FY 2007-08 Actual compared with FY 2006-07 Actual		FY 2008-09 Estimated compared with FY 2007-08 Actual	FY 2009-10 Proposed compared with FY 2008-09 Budget	FY 2009-10 Approved compared with FY 2008-09 Budget
Total Resources		-77.4%		-4.8%	-18.8%	-18.8%
Transfer from General Fund		0.0%		0.0%	0.0%	0.0%
Total Requirements		-87.0%		20.2%	-18.8%	-18.8%



**Lane Transit District
Accessible Services Fund
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Resources						
Beginning Working Capital	80,215	80,911	68,800	529,014	528,100	528,100
State Special Transportation Funds (STF)	636,329	573,840	477,090	417,290	381,800	381,800
American Recovery & Reinvestment Act (ARRA)	-	-	-	-	17,600	17,600
Federal Elderly & Disabled Funds - 5310	-	-	-	215,970	573,310	573,310
Federal Nonurbanized Area Formula Funds - 5311	237,772	307,926	360,075	270,250	259,000	259,000
Federal Job Access/Reverse Commute (JARC) grant - 5316	-	5,377	-	76,700	125,000	125,000
Federal New Freedom - 5317	-	15,560	89,280	-	-	-
Other Federal Grants	523,116	736,189	540,090	540,070	748,300	748,300
Medicaid Medical Reimbursement	-	741,334	-	-	-	-
Medicaid Non-Medical Reimbursement	128,824	307,090	-	-	-	-
State Grants	108,689	448,255	470,060	-	57,100	57,100
Business Energy Tax Credit Revenue	-	-	-	75,000	250,000	250,000
Farebox	-	190,787	261,550	282,400	295,000	295,000
Local Funds	78,701	71,343	74,570	74,560	70,090	70,090
Miscellaneous Income	250	500	-	-	-	-
Interest Income	14,595	10,743	-	-	-	-
Transfer from General Fund	1,826,210	2,104,654	2,378,700	2,200,000	1,900,000	1,900,000
Total Resources	3,634,701	5,594,509	4,720,215	4,681,254	5,205,300	5,205,300
Requirements						
Eugene/Springfield-Based Service						
ADA RideSource	2,647,961	3,404,138	3,706,135	3,293,230	3,837,200	3,837,200
Transit Training and Hosts	106,502	107,085	114,600	103,900	111,400	111,400
Special Transport	30,472	63,427	65,500	64,200	68,600	68,600
Total Eugene/Springfield-Based Service	2,784,935	3,574,650	3,886,235	3,461,330	4,017,200	4,017,200
Rural Lane County Services						
South Lane	171,891	208,083	211,720	183,290	178,200	178,200
Oakridge	122,898	279,816	232,780	181,850	194,000	194,000
Florence	122,455	133,233	163,800	143,930	164,100	164,100
Total Rural Lane County Services	417,244	621,132	608,300	509,070	536,300	536,300
Medicaid RideSource	47,514	678,132	-	-	-	-
Lane County Coordination	194,953	178,602	123,880	117,800	123,700	123,700
Total Service	3,444,646	5,052,516	4,618,415	4,088,200	4,677,200	4,677,200
Transfer to Capital Projects Fund	109,144	12,979	33,000	65,000	144,000	144,000
Contingency	-	-	68,800	-	384,100	384,100
Total Requirements	3,553,790	5,065,495	4,720,215	4,153,200	5,205,300	5,205,300
		FY 2007-08 Actual		FY 2008-09 Estimated	FY 2009-10 Proposed	FY 2009-10 Approved
		compared with		compared with	compared with	compared with
		FY 2006-07		FY 2007-08	FY 2008-09	FY 2008-09
		Actual		Actual	Budget	Budget
Percentage Change Analysis						
Total Resources		53.9%		-16.3%	10.3%	10.3%
Transfer from General Fund		15.2%		4.5%	-20.1%	-20.1%
Total Requirements		42.5%		-18.0%	10.3%	10.3%



**Lane Transit District
Medicaid Fund
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Resources						
Beginning Working Capital			-	-	-	-
Medicaid			7,062,800	4,368,200	4,740,000	4,740,000
Medicaid Non-Medical			188,763	383,500	400,300	400,300
State Special Transportation Fund (STF) Operating			112,000	160,020	124,000	124,000
State Discretionary Funds			10,522	10,500	25,400	25,400
Total Resources	-	-	<u>7,374,085</u>	<u>4,922,220</u>	<u>5,289,700</u>	<u>5,289,700</u>
Requirements						
Funded from Rideshare Program						
Medicaid Medical Service			6,000,000	3,663,600	4,000,000	4,000,000
Medicaid Non-Medical Service			311,285	554,020	549,700	549,700
RideSource Call Center Administration			845,400	484,600	560,000	560,000
Lane Transit District Administration			217,400	220,000	180,000	180,000
Total Requirements	-	-	<u>7,374,085</u>	<u>4,922,220</u>	<u>5,289,700</u>	<u>5,289,700</u>
					FY 2009-10 Proposed	FY 2009-10 Approved
					compared with	compared with
					FY 2008-09	FY 2008-09
					Budget	Budget
Percentage Change Analysis						
Total Resources					-28.3%	-28.3%
Total Requirements					-28.3%	-28.3%



**Lane Transit District
Capital Projects Fund
Fiscal Year 2009-2010**

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budget	FY 2008-09 Estimate	FY 2009-10 Proposed	FY 2009-10 Approved
Resources						
Beginning Working Capital	8,756,074	5,159,676	8,463,800	4,935,116	4,029,500	4,029,500
Federal Grants						
Formula Funds (Section 5307)	6,022,922	3,951,274	7,292,400	4,692,000	3,421,000	3,421,000
American Recovery & Reinvestment Act (ARRA)	-	-	-	-	3,396,800	3,396,800
Discretionary Funds	3,974,525	4,784,226	36,443,800	6,393,300	26,081,300	26,081,300
Other Funds	1,151,638	168,302	-	561,950	1,014,500	1,014,500
Total Federal Grants	<u>11,149,085</u>	<u>8,903,802</u>	<u>43,736,200</u>	<u>11,647,250</u>	<u>33,913,600</u>	<u>33,913,600</u>
Connect Oregon	31,301	442,737	4,768,700	1,808,150	3,117,800	3,117,800
State Brokerage/Call Center Grant	846	543,740	-	-	-	-
Other State of Oregon Grants	-	-	1,482,800	-	-	-
Other Local Funds	-	-	-	-	82,000	82,000
Miscellaneous Income	-	1,190	-	-	-	-
Proceeds from Interim Debt Financing	3,000,000	-	-	-	-	-
Transfer from General Fund	-	2,211,600	1,752,000	1,752,000	-	-
Transfer from Accessible Services Fund	109,144	12,979	33,000	65,000	144,000	144,000
Total Resources	<u>23,046,450</u>	<u>17,275,724</u>	<u>60,236,500</u>	<u>20,207,516</u>	<u>41,286,900</u>	<u>41,286,900</u>
Requirements						
Capital Projects						
EmX						
Franklin Corridor	2,473,417	98,814	-	90,000	-	-
Gateway Extension	667,044	2,992,136	29,950,000	7,297,200	26,200,000	26,200,000
West Eugene Extension	57,005	1,044,452	1,500,000	2,284,500	500,000	500,000
EmX Vehicles	5,666,342	45,314	5,200,000	15,000	5,200,000	5,200,000
Total EmX	<u>8,863,808</u>	<u>4,180,716</u>	<u>36,650,000</u>	<u>9,686,700</u>	<u>31,900,000</u>	<u>31,900,000</u>
Progressive Corridor Enhancement	17,326	7,189	945,000	-	-	-
Revenue Vehicles	6,549,402	3,779,744	-	40,300	-	-
PBI/Facilities	523,168	2,971,184	3,420,000	932,700	6,311,300	6,311,300
Hardware/Software	585,924	762,305	1,065,500	598,000	510,000	510,000
Intelligent Transportation Systems	36,716	53,995	1,800,000	525,000	125,000	125,000
Transit Security Projects	-	85,758	250,000	270,000	210,000	210,000
Bus-Related Equipment	-	-	105,000	50,000	200,000	200,000
Miscellaneous Equipment	4,976	12,586	295,000	85,000	40,000	40,000
Communications	33,002	122,989	266,500	276,500	76,500	76,500
Shop Equipment	46,474	108,615	69,400	27,500	25,000	25,000
Support Vehicles	132,627	35,234	25,000	35,000	50,000	50,000
Accessible Services Vehicles & Projects	1,023,306	128,375	792,300	626,270	1,130,600	1,130,600
Total Capital Projects	<u>17,816,729</u>	<u>12,248,690</u>	<u>45,683,700</u>	<u>13,152,970</u>	<u>40,578,400</u>	<u>40,578,400</u>
Debt Service and Related Costs	70,045	91,918	3,055,000	3,025,000	-	-
Capital Reserves	-	-	11,497,800	-	708,500	708,500
Total Requirements	<u>17,886,774</u>	<u>12,340,608</u>	<u>60,236,500</u>	<u>16,177,970</u>	<u>41,286,900</u>	<u>41,286,900</u>
Reserves						
Fund Balance Reserves						
Beginning Balance	8,756,074	5,159,676	8,463,800	4,935,116	4,029,500	4,029,500
Increase (Decrease) for Period	<u>(3,596,398)</u>	<u>(224,560)</u>	<u>3,034,000</u>	<u>(905,570)</u>	<u>(3,321,000)</u>	<u>(3,321,000)</u>
Total Fund Balance Reserves	<u>5,159,676</u>	<u>4,935,116</u>	<u>11,497,800</u>	<u>4,029,546</u>	<u>708,500</u>	<u>708,500</u>

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 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. **EmX Steering Committee:** The EmX Steering Committee is composed of Chair Gerry Gaydos, Board members Doris Towery and Greg Evans, and members of local units of government and community representatives. The committee generally meets quarterly. The June 2 committee meeting included updates on the Gateway EmX and the West Eugene EmX Extension projects. BRT Project Engineer Graham Carey provided an overview of the Bus Lane Intermittent Priority (BLIMP) traffic control concept. In addition, students from the University of Oregon provided the results of their interviews with members of the public and other agencies working with LTD on EmX projects.
2. **West Eugene EmX Extension Corridor Committee (WEECC):** 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. The meeting on June 11 included a review of recent project updates to the Range of Alternatives map and Purpose and Need Statement and review of the public outreach efforts.

3. **Metropolitan Policy Committee (MPC)**: MPC meetings generally are held on the second Thursday of each month. Board members Mike Eyster and Greg Evans are LTD's MPC representatives, with Mike Dubick serving as an alternate. Mike Dubick attended the June 11 meeting, which included information on programming funds for Commuter Solutions; programming FY2010-11 STP-U funds for preservation, project development, and modernization projects; and adoption of the MPO Title VI Plan.

OTHER ACTIVITIES

1. **Press Conference at Gateway EmX Work Site**: On May 27, Senator Ron Wyden was joined by Governor Ted Kulongoski and Congressman Peter DeFazio in heralding the importance of federal and state funding for the project. Board President Mike Eyster emceed the event, which also included Steve Wildish, Vice President of Wildish Lane Company, who emphasized the importance of the project to many contractors and the jobs that the project will create.

NO MEETINGS HELD

1. **Lane Council of Governments (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, with Mike Eyster serving as the alternate. The next meeting will be held at 6 p.m. on June 25 at Veneta City Hall.
2. **Board HR Committee**: The Board HR Committee is composed of Chair Mike Dubick and Board members Dean Kortge and Gerry Gaydos. The next committee meeting is tentatively scheduled for July 14.
3. **Board Finance Committee**: The Board Finance Committee is composed of Chair Dean Kortge and Board members Mike Dubick and Ed Necker. The committee last met on May 12. The next meeting has not been scheduled.
4. **Board Service Committee**: The Board Service Committee members are Chair Greg Evans, Ed Necker, and Doris Towery. The committee last met on January 29, 2009, to discuss priorities for possible service additions. The next meeting has not been scheduled.
5. **Gateway EmX Extension Corridor Committee**: This committee (formerly Pioneer Parkway Corridor Committee) 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 been scheduled.

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/WORK SESSION

Monday, May 11, 2009

Pursuant to notice given to *The Register-Guard* for publication on May 7, 2009, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting/work session on Monday, May 11, 2009, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Mike Eyster, President
Greg Evans, Vice President
Michael Dubick
Dean Kortge
Ed Necker
Doris Towery
Tammy Fitch, EmX Steering Committee
Sonny Chickering, EmX Steering Committee
Mark Pangborn, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Gerry Gaydos

CALL TO ORDER/ROLL CALL – Mr. Eyster convened the meeting and called the roll. He welcomed EmX Steering Committee members Tammy Fitch and Sonny Chickering.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Eyster thanked Board members for their outreach efforts to the Eugene City Councilors to discuss the West Eugene EmX Extension. He announced that LTD had been awarded a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. It is the fourteenth year that LTD has received the award.

Mr. Eyster noted that recent articles in *The Register-Guard* had described LTD's efforts to communicate with the public about the West Eugene EmX Extension and that the District is seeking the public's input on the University of Oregon bus service.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – None.

BOARD CALENDARS – Mr. Pangborn noted that an employee potluck and barbecue would be held on May 28, and that the Board was invited to attend. He also remarked that an LTD Bus Operator Roadeo and Barbeque was scheduled for Sunday, July 19, and encouraged

Board members to stop by and watch the competition. He announced that LTD offices would be closed on May 25 and July 3 for holidays, but that transit services would continue.

WORK SESSION

West Eugene EmX Extension Project Update – Director of Planning and Development Tom Schwetz stated that the project's Purpose and Need Statement had been revised slightly at the request of the U.S. Army Corps of Engineers (USACE), which is a cooperating agency. He said that the revised language clarified that the implementation of a high-capacity public transportation service would utilize the adopted high-capacity transit mode identified in the Regional Transportation Plan, rather than specifying bus rapid transit (BRT). The USACE was concerned about the appearance that a conclusion had already been reached. Because the change was minor and meant to clarify the statement, it did not require formal adoption by the LTD Board.

Mr. Schwetz reviewed changes to the Amazon Alignment that eliminated the section west of Buck Street from consideration. Instead, the Amazon Alignment would connect with the West 11th Avenue Alignment Alternative at about Seneca Road. He said that these changes were made because the cost of a bridge to the south side of the channel would be very high, and the ridership would likely be low west of Buck Street due to a low level of development in the vicinity of the channel.

Mr. Schwetz stated that the Draft Environmental Impact Statement would be issued in January 2010, and a locally preferred alternative decision would be made approximately a year after that.

Eugene City Council Briefing on West Eugene EmX Extension Project – Mr. Schwetz presented a PowerPoint presentation that would be used to provide an update to the Eugene City Council on the status of the West Eugene EmX Extension project. He explained that the objective of the update was to establish a foundation for the Council to prepare its members for making a decision on a locally preferred alternative. He invited feedback from Board members on the information that would be presented.

Mr. Eyster proposed that the elements of BRT should be identified as an industry standard and not just as LTD's preferences.

Mr. Necker questioned whether the City of Origin and Destination slide should highlight the increase in Springfield trips. Mr. Schwetz said that the important message was the regional nature of transit. Mr. Pangborn noted that almost 80 percent of trips on the system included Eugene travel.

Mr. Kortge felt that there should be less effort in selling the concept of BRT in the presentation. He added that several of the slides that addressed the benefits of BRT, particularly increased EmX ridership, should be eliminated. He was concerned that particular information could deflect the discussion from the issues of selecting a preferred alternative, particularly if the question of free ridership on EmX was raised.

Mr. Eyster pointed out that 90 percent of EmX riders had paid a fare.

Mr. Evans said that the presentation should speak to economic development and transit-oriented development. It should also speak to the potential for BRT to be a specific catalyst for economic development and redevelopment outside the urban core and to become a factor in the revitalization of residential areas.

Mr. Eyster suggested moving high frequency service to the second position on the Elements of BRT slide as that, and exclusive transitways were the most important components.

Mr. Kortge added that the increase of Franklin EmX ridership versus the #11 route was a powerful statistic and should be stressed as that.

Several Board members recommended changing the order of objectives on the EmX Contributions to Addressing Key Community Issues slide by listing in the following order, with the remaining objectives in no particular order:

- Reducing corridor-level congestion
- Increasing a region's attractiveness for economic development
- Developing sustainable regional mobility

Mr. Evans mentioned that a point that had been overlooked was the concept of BRT and that EmX mimicks the best attributes of light rail. Eugene does not have sufficient density at this point in time to sustain light rail, but BRT provided the capacity to move people rapidly through corridors in a similar manner. He advised that the Council needed to understand why light rail was not feasible and that the region needed a system that was appropriate for its size and density.

Ms. Fitch said that, in order to keep people engaged, it was important to create a balance between an executive summary and a detailed report.

Mr. Kortge suggested eliminating the slide on Creating Active Communities. He proposed that there should be a focused discussion of dedicated right-of-way, key criteria for selecting an alternative, and the decision-making process.

Mr. Evans remarked that the Creating Active Communities slide could address increasing access to transportation so that transit services could be expanded into more areas in the region.

In response to a question from Ms. Fitch, Mr. Schwetz said that the purpose of the presentation to the City Council was to ground councilors in the elements of BRT, update them on the status of the project, and determine how the Council would like to move toward a decision on a locally preferred alternative.

Mr. Kortge declared that the presentation still appeared to be more of a sales pitch. The intention of the presentation needed to be stated more clearly.

Ms. Fitch agreed that the beginning of the presentation should focus on what the Council would be asked to do.

Mr. Evans wanted to be able to synergize LTD's goals and objectives with the goals and objectives of the City Council and relate how the BRT vision would meet everyone's needs.

Mr. Dubick said that it was important for councilors to have information available to them that helped them discuss the project with constituents and feel comfortable defending the decision to pursue a BRT corridor in West Eugene.

Mr. Eyster commented that the presentation's format and content were based on advice to focus on the big picture of goals and objectives of BRT, and to stress that it was not about improving LTD; although he agreed that the presentation could be streamlined.

Mr. Necker suggested using a handout with talking points about the benefits of BRT.

Mr. Evans commented that there should be a bulleted list of points that identified BRT as a transportation solution for density, congestion, sustainability, and moving people rapidly and efficiently to their destinations.

Mr. Eyster listed benefits such as reducing vehicle miles traveled, reducing congestion, reducing dependence on oil, reducing greenhouse gases, contributing to economic development, contributing to effective land use, and making it easier for many people to use transit.

Mr. Schwetz said that the West Eugene Collaborative would be another element in the conversation. His memorandum to the Council tied the EmX Extension to the Collaborative's recommendations. The memo detailed how that the processes were consistent and the degree to which the project was compatible with the Collaborative's vision and the Council's goals. He stated that one option for the decision-making process was to establish a committee with representatives from the City Council, the LTD Board, and the Metropolitan Policy Committee, all of which would have to make a joint decision on a locally preferred alternative; however, the City should design a process that will meet its needs.

Mr. Dubick expressed concern that there could be a misperception that changes made to the Amazon Alternative would imply favor for a particular alternative. He said that it should be stressed that LTD was neutral regarding an alternative.

EMPLOYEES OF THE MONTHS – MAY AND JUNE 2009 – Director of Transit Operations Mark Johnson introduced Bus Operator Josh Schmit as the May 2009 Employee of the Month and Customer Service Representative Beth Dunlap as the June 2009 Employee of the Month. Mr. Johnson described the qualities that resulted in their nominations and commended them for their service to the District.

Mr. Eyster presented Mr. Schmit and Ms. Dunlap with their awards. He congratulated them on behalf of the Board and thanked them for their service.

AUDIENCE PARTICIPATION

Josef Siekiel-Zdzienicki, Eugene, commented that LTD needed to defuse the issue of free EmX ridership as it was a frequent topic of discussion in the community. He noted that the City of Eugene had extended the multi-unit property tax exemption to West 6th and 7th avenues and the Trainsong neighborhood, which would encourage development on the West 6th and 7th Avenues Alternative. He asked if the change to the Purpose and Need Statement required a public hearing even though it was a minor amendment. Mr. Schwetz replied that a hearing was not necessary because the change was simply a clarification.

Mr. Siekiel-Zdzienicki asked how the 20-year ridership projection in the draft environmental impact statement was determined. He said that the Lane County Planning Commission was addressing the issue of population forecasts because the forecast numbers provided by Portland State University were lower than Lane Council of Governments' forecast numbers. Mr. Schwetz replied that a forecast had not yet been developed, but when it was, the most current forecast would be used.

ITEMS FOR INFORMATION AT THIS MEETING

Legislative Update – Assistant General Manager Stefano Viggiano provided a status report on three key legislative issues: Elderly and Disabled (E&D) Transportation funding, West Eugene EmX funding, and the payroll tax.

Mr. Viggiano reported that LTD had requested \$30 million in lottery funds for the local match to federal funds to build the West Eugene corridor. That legislation, House Bill 2396, was currently in a subcommittee of the Joint Ways and Means Committee and it appeared that lottery fund requests would be dealt with towards the end of the legislative session. He felt that LTD's request had an advantage because the amount requested in the current biennium was small, with most of the funds requested in the next two bienniums. He noted that a key person on the Committee was Representative Nancy Nathanson.

Mr. Viggiano explained that the payroll tax had been separated from the rest of the transportation bill and was now by itself in Senate Bill 34. The bill had been passed by the full Senate and had moved to the House for consideration. He said that prospects for the bill were positive, although action might be deferred until the other elements of the governor's jobs and transportation legislation had moved forward. A major issue in the transportation package was an increase to the gas tax, and the House was considering a six-cent increase, which was larger than the governor's proposal.

Mr. Viggiano stated that E&D funding was a statewide priority, and the intent was to obtain an additional \$15 million in funding, which would provide LTD with about \$1 million annually. He added that the original request was for a 7-cent increase in the tobacco tax. However, the problem with the tobacco tax was a reduction in consumption that would result due to the 61-cent increase in federal tax. It would then require a similar increase in the state's tax just to offset the loss of revenue from lower consumption.

Mr. Viggiano added that a seven-cent tax would net about \$400,000 annually for LTD; originally the estimate was about \$1 million, however, the revenue total has been reduced due to the federal 61 cent increase implemented earlier this year. He said that He said that if the state imposed a similar cap, it could generate significant revenue. Another option for revenue is the flexible federal money under the Surface Transportation Program.

He also mentioned that the payroll tax legislation included both an increase in the tax and the acceleration rate. He remarked that the District would need to demonstrate that the economy could support an accelerated increase, and with the current financial situation, it was doubtful that an increase could occur in 2010.

Mr. Kortge asked what would happen if funds for the EmX Extension local match were not forthcoming. Mr. Viggiano replied that the project could not move forward without a local match from sources other than the District's general fund.

Mr. Pangborn remarked that \$1.6 to 1.8 million were required for the next biennium, but that LTD wanted a commitment for the full match in order to leverage federal funds. He said that if only funds for the next biennium were authorized, the District could approach the legislature in 2011 for the remaining match, or ask the local community to consider a bond measure to provide the match.

Mr. Viggiano informed the Board that the legislature had been well-educated by transit districts about the need for E&D funding and members were generally supportive. He was optimistic that some additional funding would be available.

ADJOURNMENT - Mr. Eyster adjourned the meeting at 7 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, April 15, 2009

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, April 15, 2009, at 5:30 p.m., was canceled due to a lack of agenda items requiring action.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: BOARD MEETING LOCATION

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

ACTION REQUESTED: Discuss and provide staff direction.

BACKGROUND: Prior to the construction of the LTD administrative offices in 1988, meetings of the LTD Board of Directors were held in the Eugene City Hall. This location was chosen because the District's offices, first located on Oak Street and later on 8th Avenue, did not have the required space. City Hall also provided a central location for those wishing to attend meetings and public hearings.

Following completion of the Glenwood administrative offices, LTD Board meetings shifted to the new Board meeting space within the new facility. Attendance by the public has been sporadic, depending upon the agenda. Public hearings pertaining to fare changes or service changes have been well attended at times.

In order to make it easier for the public to attend meetings in Glenwood, LTD created a deviation on *Route 11 Thurston* that dropped people off on 17th Avenue. This service was not well used and was subsequently dropped when EmX service began operating in 2007. EmX scheduling does not have the time available to make this type of route deviation.

Even earlier than 2007, the District began holding key meetings at the Eugene Public Library. The library site provided easy access for bus riders and ample parking opportunities for those choosing to drive. Depending upon the magnitude of proposed service or fare changes, the meetings were well attended. Numerous attendees commented that they appreciated the accessible nature of the library meeting room; however, some complaints related to the time of the meetings continue to be expressed.

While the District continues the practice of holding key public meetings at the library and has stepped up efforts to host open houses throughout the community, there continues to be those who would like to see all LTD Board meetings held in a more central location. Staff will present a list of considerations for Board discussion at the June 17, 2009, meeting.

ATTACHMENTS: None

RESULTS OF RECOMMENDED ACTION: Staff will gather additional data or will prepare a plan based on Board direction.

PROPOSED MOTION: None

Q:\Reference\Board Packet\2009\06\Reg. Meeting 6-17-09\board meeting location.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 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 summer and fall vacation dates.

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 17, 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 June 17, 2009:
1. Approval of the Minutes of the April 15, 2009 Canceled Board Meeting
 2. Approval of the Minutes of the May 11, 2009, Special Board Meeting
 3. Approval of the Resolution Reaffirming District Boundaries
- ATTACHMENT:**
1. Minutes of the April 15, 2009, Canceled Board Meeting
 2. Minutes of the May 11, 2009, Special Board Meeting
 3. LTD Resolution No. 2009-018, Reaffirming District Boundaries
- PROPOSED MOTION:** I move that the Board adopt the following resolution:
- LTD Resolution No. 2009-017: It is hereby resolved that the Consent Calendar for June 17, 2009, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: Commuter Solutions Update and Research Report

PREPARED BY: Connie Bloom Williams, Commuter Solutions Program Manager

ACTION REQUESTED: None

BACKGROUND: Commuter Solutions has existed as the region's transportation options program since 1996. As the scope of services and regional needs have changed over the years, advisory committee members recommended re-positioning and re-naming the Commuter Solutions Program. An update will be presented to the Board on the re-branding process at the June 17, 2009, meeting.

The results of a recently completed Comprehensive Group Pass Program Research project will be presented to the Board. Commuter Solutions Employer Programs Specialist Marcia Maffei will provide the Board with some background and performance measures information. Tammy Lockwood, Lockwood Research, will present the survey results and recommendations.

ATTACHMENTS: 2008 Comprehensive Group Pass Research Report (*This report is being included as an attachment to the LTD Board agenda packet to Board members only. Interested others may obtain a copy by contacting LTD.*)

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: UNIVERSITY OF OREGON COMMUNITY PLANNING WORKSHOP: EmX EVALUATION PROJECT RESULTS

PREPARED BY: Tom Schwetz, Planning and Development Director

ACTION REQUESTED: None. Information Only.

Graduate students from the University of Oregon Master of Community and Regional Planning Program will provide the results produced from their project, which was designed to evaluate the lessons learned throughout the EmX implementation process in the Eugene-Springfield area. The students will provide a presentation and thank the members of the EmX Steering Committee for their participation.

Funded with an educational grant through the Oregon Transportation Research and Education Consortium, this project contained three major objectives:

1. Create a case study of LTD's decision-making process for the implementation of the EmX line.
2. Write an evaluation document that analyzes the framework of LTD's decision-making process and evaluation in comparison with the required FTA process and what the public wants to see as a decision-making process.
3. Design a presentation, a report, and a website that will inform the public and decision makers about LTD's bus rapid transit implementation process and evaluation results.

ATTACHMENTS: None

LANE TRANSIT DISTRICT
DISADVANTAGED BUSINESS ENTERPRISE GOAL AND OVERVIEW
FEDERAL FISCAL YEAR 2010

Overall DBE Goal: Lane Transit District's (LTD's) overall goal for Federal FY 2010 is 5.19 percent (5.19%) of Federal Transit Administration (FTA) funded contracting activities, exclusive of FTA funds to be used for the purchase of transit vehicles.

The estimated total of FTA-funded contracting activities is:

Construction	\$16,481,754
Professional Services	\$ 848,532
Materials, Equipment	<u>\$ 1,000,000</u>
Total	\$18,330,286

LTD has used a two-step process to establish the overall aspirational goal for DBE participation:

Step 1. Base figures for DBE availability were developed using the Census Bureau's County Business Pattern database and the Oregon Office of Minority, Women, and Emerging Small Business Directory, with DBEs for Lane County selected.

As of December 2006 (the most current census figures available), the number of businesses in Lane County on the attached list of NAICS (North American Industry Classification System) codes is 501. There are 26 DBE businesses in the same NAICS code categories, as shown in the attached listing of DBE businesses.

The percentage based on the above figures is 5.19 percent. External data has been used to develop this goal. The State of Oregon Department of Transportation has conducted a statewide disparity study. That information is being analyzed at this time and may be used for future goal setting.

Step 2. The next step is to determine if an adjustment to the base figure generated by Step 1 is warranted. To make this determination, a list of DBE firms for the identified NAICS is reviewed and any DBE firms who are not ready, willing, or able to accomplish the work set out should be removed from the list and the figure recalculated. After review of the list, no adjustments are warranted.

From the above data, a goal has been set at 5.19 percent. The District will meet the maximum feasible portion of its overall aspirational goal by using race-neutral means of facilitating DBE participation. It is estimated that, in meeting the stated overall aspirational goal, 5.19 percent will be obtained from race-neutral participation. The District uses the following race-neutral measures to increase DBE participation:

- Review of types and numbers of contracts projected that will use FTA funds, configuring large contracts into smaller contracts when feasible. Identify components of work that represent subcontracting opportunities and identify the availability of DBE subcontractors. Work with contractors to provide outreach to DBE contractors. Provide additional outreach via a consultant on large construction projects.
- Provide technical assistance in orienting small-business-to-public-contract procedures.
- Make available for use by prime contractors a directory of DBEs that has been compiled by the Oregon Office of Minority, Women, and Emerging Small Business.
- Notify community organizations, general contractors groups, and those agencies knowledgeable about dispersing contract availability to DBEs.

[APPENDIX A](#)

**North American Industry Classification System (NAICS CODE LIST)
Lane County Business Patterns Census Report 2006 (most current)**

Service		All Firms	DBE Firms
233	Heavy Construction	22	0
238	Specialty Trades (including Landscape)	258	14
5413	Engineering & Architectural Services	145	11
339	Misc. Mfg	<u>76</u>	<u>1</u>
	Total	501	26

Total percentage of available DBE firms = 5.19%

LANE TRANSIT DISTRICT

RESOLUTION NO. 2009-021

**A RESOLUTION REVISING THE DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR
FEDERAL FISCAL YEAR 2010**

THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

WHEREAS, the LTD Board of Directors established by resolution an Affirmative Action Program and Disadvantaged Business Enterprise (DBE) Policy and adopted the same on the 20th day of October 1981; and

WHEREAS, LTD is required by 49 CFR Part 26, as amended, to maintain a policy statement that ensures DBEs an equal opportunity to receive and participate in the performance of contracts financed in whole or part by the Department of Transportation (DOT) or other federal agencies; and

WHEREAS, LTD adopts a new DBE goal effective August 1, 2009, to ensure compliance with 49 CFR Part 26; and

WHEREAS, said policies and program require amendment to comply with updated regulations; and

WHEREAS, the attached DBE Goal was amended for Federal FY 2010;

NOW, THEREFORE, BE IT RESOLVED that the Federal FY 2010 DBE Goal, copies of which are attached to and hereby made a part of the Resolution, are adopted.

June 17, 2009
Date

Board President



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

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MONTHLY DEPARTMENT REPORTS

June 17, 2009

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PROJECT DEVELOPMENT

West Eugene EmX Extension (WEEE):

Several meetings are being scheduled as a follow-up to the May 1 work session with the Federal Transit Administration (FTA) and partner resources agencies (including the US Army Corps of Engineers, Oregon Department of State Lands, Oregon State Historic Preservation Office, U.S. Fish and Wildlife, and Oregon Department of Transportation). Additionally, LTD is developing a strategic plan and will work closely with City of Eugene staff and Council members as a follow-up to the May 13 Eugene City Council meeting. Staff also are meeting with individual property owners along the various West Eugene alignments.

A survey was distributed to EmX riders on May 27 and 28. The survey was given to more than 5,000 EmX passengers, and the results will support the creation of a travel choice model specific to EmX passengers.

A project is being developed that concentrates on the area west of the Eugene Station and east of Chambers Street. It will focus on identifying possible enhancements to the EmX project that will enable the project to be more sensitive to the context of this particular area. This is a joint project between the City of Eugene and LTD involving residents and businesses from the area and soon will be underway. Cameron McCarthy Gilbert & Scheibe (CMGS) are the designers that will be leading this project.

Other:

University of Oregon students that are participating in the Community Planning Workshop program delivered a presentation to LTD staff on the findings of an evaluation of the EmX corridor development process.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management:

Meetings on the roll-out plan for Commuter Solutions new program name, **point2point Solutions**, continue. A brief information report will go to the LTD Board. Additional information sessions, internally and with other jurisdictions, also are planned.

Administrative Secretary Mary Green has resigned her position and will be moving to Wisconsin. Her last day will be June 26. Her position was posted, interviews were held, and Ann Harris was selected to be the new Administrative Secretary for Commuter Solutions. Ann reported to work on June 11.

Program Manager Connie Bloom Williams attended several Transportation Planning Committee (TPC) meetings to participate in discussions on funding for the transportation options programs in this region.

Members of the Transportation Options Advisory Committee have directed staff to begin work on a regional transportation options plan. This plan would compliment and parallel the efforts of the local jurisdictions in development of their transportation systems plans, and in LTD's effort to develop a regional transit plan.

Connie also is a member of the USATF (USA Track and Field) Transportation Committee and will work with planners to provide bike valet parking for the track and field competition in June.

Connie is a member of the Beltline Facility Plan Stakeholder's Committee and has attended two meetings to date. This committee is a Stakeholder Advisory Committee that has been formed to provide on-the-ground guidance to the Beltline Highway Project Management Team regarding issues of importance to community members and other project stakeholders.

Commuter Solutions (***point2point Solutions***) will be the primary sponsor for the Sustainability Village at the Eugene Celebration on September 4-6.

Staff met with representatives from Lane County Public Works to assist in the public outreach effort for the road work planned on River Road this summer.

Tracy Smith attended the Statewide Transportation Options meeting in Medford. Tracy and Connie attended the Transportation Options Group of Oregon (ToGo) Board meeting.

Group Pass Program:

The 2008 Comprehensive Group Pass Research report has been delivered to the individual organizations that participated in the survey.

Carpool/Vanpool/Emergency Ride Home Program:

Eleven new commuters were added to the Rideshare database.

The Oregon Department of Justice (ODJ), with two offices in Eugene and one in Springfield, enrolled in the Emergency Ride Home Program. The ODJ represents 71 employees.

Park & Ride:

Commuter Solutions has received a signed agreement from Fred Meyer stores to utilize 25 parking spaces for a Park & Ride at their store location on 5th and Q Streets in Springfield. This Park & Ride lot is conveniently located next to an LTD bus stop serving route #12 to Gateway and RiverBend.

A verbal agreement has been reached with Rite Aid at Mohawk Marketplace to utilize 14 spaces on the south edge of their lot, adjacent to Marcola Road, for a Park & Ride. This is very conveniently located next to LTD bus stops that serve routes 13, 18, and 19. This also will be a convenient location for Mohawk Valley residents to park and access transit or meet and carpool.

Smart Ways to School and Student Transit Pass Program:

Lisa VanWinkle has been working with the Communities and Schools Together research project to prepare the Bethel School District in applying for an Oregon Safe Routes to School Non-infrastructure grant that will promote walking and biking to school among the families of their K-5 students.

During the 2008-09 school year, 150 new families joined the SchoolPool carpool match service, which now totals more than 380 families in the database. Research conducted earlier this year showed that the majority of families using the service were choosing to carpool to school for several trips per week. Of these, a significant number found their carpool partners through the free SchoolPool service. Those who did not find a carpool partner through SchoolPool appreciated the service and wished to remain active in the database.

Lisa is developing new back-to-school materials for the 2009-10 school year that will reflect the new **point2point Solutions – School Solutions** brand.

Education and Outreach:

- Staff attended a Transportation Fair at Oregon Social Learning Center.
- Marcia Maffei presented to 15 business representatives at the Climate Masters at Work program.
- Tracy Smith and Dirk Beaulieu conducted a Transportation Fair at 9Wood Custom Wood Ceilings in Springfield in preparation for the Business Commute Challenge.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Gateway EmX:

Pioneer Parkway East has been widened to make room for EmX and a new sidewalk has been installed along the east side of Pioneer Parkway East between Hayden Bridge Way and Q Street.

Work has begun on International Way and will first progress along the south side of the roadway from west to east. The work will then shift to the north side of International Way.

Gateway Station:

The station platform is complete. Small detail electrical work continues. Traffic signal modifications have been made and are now functional for buses. Bus Operators began training at the new station on June 2. Service to the new station is planned to begin on June 14.

**SERVICE PLANNING, ACCESSIBILITY,
AND MARKETING**

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

Service Planning:

Work continues on fall bid. The early September implementation date required that the timelines be accelerated.

Staff are participating in meetings regarding the development of football service and how the District can assist the University of Oregon in managing the Civil War game in particular. The standard LTD service package will be implemented with virtually no changes from prior years. Staff will be discussing more permanent signage at and around the stadium. Temporary signage is time consuming and can be ineffective in educating such large numbers of customers.

Marketing:

Media activity was very robust during the past month. The following chart illustrates the media activity LTD generated in May:

5/1/09	West Eugene Public Involvement	<i>The Register-Guard</i>
5/4/09	Late-night Service	<i>Emerald</i>
5/4/09	Late-night Service	<i>The Register-Guard</i>
5/5/09	Late-night Service	KVAL
5/7/09	ARRA Funding	KLCC
5/11/09	West Eugene Work Sessions	KMTR
5/12/09	Gateway Dedication	KPNW
5/18/09	Gateway EmX Construction begins on Intl Way	KMTR
5/18/09	Gateway EmX Construction begins on Intl Way	KEZI
5/18/09	Gateway EmX Construction begins on Intl Way	<i>Oregon Daily Emerald</i>
5/22/09	Budget	MyEugene.com
5/26/09	Governor, Wyden, DeFazio Visit Gateway EmX	KVAL
5/26/09	Governor, Wyden, DeFazio Visit Gateway EmX	<i>Portland Business Journal</i>
5/26/09	Governor, Wyden, DeFazio Visit Gateway EmX	KPNW
5/27/09	Multiple - EmX Focused	KXL - Lars Larson Live
5/27/09	Transit Tax	<i>The Register-Guard</i>
5/29/09	Gateway EmX	<i>Daily Journal of Commerce</i>

Social media outreach continues as LTD is closing in on its three-hundredth “fan” on Facebook. The District will begin offering updates through Twitter in June. The District’s “tweets” will include information on bus route detours, public meetings, special event service, and more. A second LTD account will feature interesting activities that involve LTD employees.

Next on the special event services list is the Butte to Butte on July 4, followed by the Oregon Country Fair on July 10-12.

EmX fare machines will begin showing up on the station platforms during June. Staff are planning a number of activities to help educate riders on the use of the new machines. During the Lane County Fair and Eugene Celebration, one machine will be set up to move between LTD booths; and at other times, the machine will be located at LTD's Customer Service Center. Riders will be provided information through printed signage, announcements on the EmX buses, videos available at the LTD website, and other places. By September 6, riders should have had many opportunities to see the fare machines and learn how they work.

LTD's "I support transit" campaign continued with the installation of ten exterior bus ads. The ads feature Eugene Mayor Kitty Piercy, PeaceHealth CEO Mel Pyne, and Springfield School District Superintendent Nancy Golden. Quotes from other community leaders are being rotated through each new issue of LTD's rider newsletter, *Bus Talk*, and employee newsletter, *Inside Lane*. The District will continue to build on this campaign during the year ahead.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services staff have been focused on budgets and contracts for services for the next fiscal year and ordering vehicles for rural services utilizing funding through the American Recovery and Reinvestment Act. Staff participated with the Community Ergonomics Resource Team in a review and assessment of the wheelchair securement systems on LTD's fixed-route buses and RideSource as well as Salem's Cherriots paratransit vehicles. Organized by SAIF, the goal of the review was to identify safety solutions when using and securing mobility devices.

TRANSIT OPERATIONS

Sue Quick, Transit Services Manager

Bus Rodeo:

Preparations are in full swing for the upcoming bus rodeo hosted by Transit Operations on July 19. The enthusiasm for this event has been demonstrated District-wide by the numbers of participants and volunteers signing up to attend. New for 2009 is a barbeque contest organized by Bus Operator, Ben Henry. Employees have volunteered to demonstrate their cooking expertise while providing their own grills and recipes in order to offer a fine lunch for all attendees. The Rodeo master division winner will compete in the National Competition in Cleveland, Ohio in May 2010.

Training:

All bus operators have completed a one-hour training at the new Gateway Station. The training offered an opportunity to become familiar with the operational aspects of driving a bus through the new station before opening service to the public on June 14.

During the summer run pick, three operators decided to change their work assignments from EmX to regular service. The operators filling these vacancies began training on May 21. The initial training process included familiarization with the EmX bus and driving the corridor after regular service is finished for the day. Beginning the week of June 1, the three new operators

were operating the schedules with an instructor in the corridor. On June 14 they began their new assignments, which included a one-year commitment to EmX service.

Late night 79X:

The 79X continues to run smoothly. As the college year comes to an end, we will discontinue the service for the summer. Plans are in place to begin Fall 2009 service with a shared communication campaign with the University of Oregon on behavioral standards while riding the bus.

MAINTENANCE

George Trauger, Director of Maintenance

Fleet Building Expansion:

Construction is projected to begin September 1. Staff will know within the next couple of weeks exactly which area(s) will be targeted. Since this is a very busy time for the maintenance shop and employees, communication between employees and construction staff is critical and has been discussed in several meetings.

Fuel Storage Tank:

An independent lab tested the fuel sample taken from the Coos Bay storage tank and confirmed that the fuel is ultra-low sulfur diesel. An actual measurement of the product is to be taken on June 30 and recorded for the end of FY 2008-09.

Journeyman Tire Specialist Position Filled:

Pending the pre-employment process, a selection has been made to fill the journeyman tire specialist position that will be vacant due to Lee Lasse's retirement. The new employee will begin work for the District on Monday, June 22.

New EmX Build:

Due to a scheduling conflict, the completion of the pilot EmX bus 9101 was delayed, and this resulted in the early return of LTD's in-house inspector, Ernie Turner. He is now rescheduled to return to Crookston, MN, on June 14-25 to finish the inspection of the 9101. Bus 9102 will be delivered to the production line at the end of June, at which time LTD's second in-house inspector will fly to Crookston to inspect the bus. It is projected that all buses for the SR-1283 build will be on the property by the end of August.

Journeyman Mechanic to Retire:

After 34 years, senior Journeyman Mechanic George Cunningham has decided to retire effective July 3. His retirement will reduce the number of mechanics to 21.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Todd Lipkin, Financial Services Manager

Budget Preparation:

- Staff presented the proposed budget to the Budget Committee at its May 20 meeting. The Committee approved the budget as presented. The approved budget will be presented to the Board of Directors for adoption on June 17.

Grants Management:

- Monthly reporting for American Recovery and Reinvestment Act (ARRA) funds was submitted to the U.S. House of Representative's Transportation and Infrastructure Committee.
- The Transit Investments for Greenhouse Gas and Energy Reduction (TIGGER) grant application approved by the LTD Board on May 20 was submitted to the Federal Transit Administration (FTA).
- Vanpool data needed to complete the 2008 National Transit Database report was received. However, the report was submitted for initial review prior to receiving this data. Once the report is returned for comment in June, it will be resubmitted with the vanpool changes.

Payroll Processing:

- Sixty-four (64) payroll checks and 602 payroll direct deposits totaling \$826,885 were made in May 2009 (two pay dates).

Accounts Payable:

- Two hundred twenty-seven (227) vendor paper and electronic checks totaling \$3,414,839 were processed during the month of May 2009.

Accounts Receivable:

- Eleven (11) cash fare deposits totaling \$129,700 were processed in May 2009.

ACCOUNTING/INTERNAL AUDIT

Carol James, Chief Accountant/Internal Auditor

Accounting:

- The April Board report was completed. Assistance was provided to the consultant hired to update the cost allocation model for the RideSource Call Center. Assistance was provided as needed in development of the budget document and presentation.

Internal Audit:

- Staff continued to review information from the State Department of Revenue (DOR) relating to payroll taxes. No additional contacts were provided the State, and staff was unable to get an update on previously submitted contacts.
- Staff continued a review related to the physical inventory of parts.

PURCHASING

Jeanette Bailor, Purchasing Manager

- Wildish Building Company continued to work with LTD staff to receive and evaluate subcontract bids for the Gateway EmX Extension project.
- Proposals have been received for artwork for the Gateway EmX Extension project and are under review by the Art Selection Committee.
- Proposals were received and a contract awarded for a multi-year contract for the printing of the *Rider's Digest*.
- Staff are working on closing out open purchase orders with the end of the fiscal year quickly approaching. Another annual process is the development of the Disadvantaged Business Enterprise Goal, which is based on the federal fiscal year and is an agenda item in the Board packet.

**HUMAN RESOURCES AND
RISK MANAGEMENT**

Mary Adams, Director of Human Resources and Risk Management

Employee Health:

The Health for Life Committee is conducting the Trek Across Oregon program. This new program is designed to encourage employees to exercise and has been very well received. Twenty-one teams of four employees have been actively competing against each other by recording a mile traveled for every fifteen minutes of exercise. The first six teams to “travel” the 475 miles between Coos Bay and Ontario will win prizes.

Workplace Safety:

The remaining three sessions of the State Accident Insurance Fund (SAIF) Loss Control Approach workshops were conducted. A survey will be completed to obtain feedback on the outcome of this program, which is designed to change the long-term safety culture at LTD.

Selection and Hiring:

Ann Harris begins employment on June 11 as the new Commuter Solutions administrative secretary. In addition, candidates were interviewed for the journeyman tire specialist position that will become vacant due to the approaching retirement of Lee Lasse in July.

6/3/09

Employee of the Month Presentation

RE: Dee Edwards E.O.M. for July, 2009

Dee was hired as a Bus Operator for Lane Transit District on August 7, 2006. She has made steady progress in developing a style that encompasses the core values of LTD's mission. She has made every effort to provide LTD customers with consistent service delivery and treats them with the utmost respect and dignity. I have noticed, on many occasions, Dee's helpfulness and consideration with customers, especially those with special needs.

Dee has been nominated for E.O.M numerous times during her career at LTD, but this is the first time she has been selected. Dee was nominated by one of her loyal customers who wanted LTD to acknowledge her great service to the public. Dee has contributed to the success of LTD in many ways and has performed her duties to conform to the highest standards consistently. Her positive attitude and good nature has provided an inspiration for many past and present employees who regard her as a genuine role model. Dee is very deserving of this most prestigious award and we all appreciate being around her and wish her continued success at LTD. Congratulations!

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: JULY 2009 EMPLOYEE OF THE MONTH

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

BACKGROUND: **July 2009 Employee of the Month:** Bus Operator Dee Edwards was selected as the July 2009 Employee of the Month. Dee was hired as a bus operator in August 2006 and has set a great example of utilizing LTD's core values to make her passengers feel safe and protected. Dee was nominated for this award by a bus rider who wanted LTD to acknowledge her generous service to the public.

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

Dee has made steady progress in developing a style that encompasses the core values of LTD's mission. She has made every effort to provide LTD's customers with consistent service delivery and treats them with the utmost respect and dignity. I have noticed on many occasions, Dee's helpfulness and consideration with customers, especially those with special needs.

Dee has been nominated for Employee of the Month numerous times during her career at LTD, but this is the first time she has been selected. Dee has contributed to the success of LTD in many ways and has consistently performed her duties to conform to LTD's highest standards. Her positive attitude and good nature has provided an inspiration for many past and present employees who regard her as a genuine role model. Dee is very deserving of this most prestigious award. We all appreciate being around her and wish her continued success at LTD.

Congratulations to Dee on being selected as the July 2009 Employee of the Month.

AWARD: Dee will attend the June 17, 2009, meeting to be introduced to the Board and receive her award.

Fare Policy

The fare policy is used to provide direction in making decisions about changes in the District's fare structure. The policy is composed of objectives and guidelines. The objectives indicate the general goals the District's fare structure should achieve. The guidelines provide more specific direction on the various aspects of a fare structure. The intent of each of the guidelines is further explained in a discussion section that follows each statement.

This Fare Policy applies to both the fixed-route and paratransit (RideSource) systems. Unless otherwise stated, objectives and guidelines apply to both systems.

OBJECTIVES

1. To promote fixed-route ridership by making the fare structure attractive to users
2. To improve the farebox recovery ratio
3. To improve the efficiency of fare collection
4. To promote equity of fare payment among patrons

APPLICATION

This policy applies to all recommendations for changes to the fare structure.

GUIDELINES

1. Recommendations for changes in the fare will be developed by LTD staff. LTD Staff will work with the Board Finance Committee to develop a recommendation for review by the LTD Board of Directors. The LTD Board of Directors will change fares through an amendment of the LTD fare ordinance, which requires a series of public hearings. Changes to the RideSource Fare also will include review by the Accessible Transportation Committee.

Typically, fare change decisions are made over the course of three Board meetings. At the first meeting, an informational presentation to the Board and a public hearing are held. The first reading of the ordinance is held at the second meeting, and the second reading and approval of the fare ordinance occur at the third meeting.

2. *When considering changes to the fare, the Board will consider:*
 - *The inflation rate*
 - *Ridership and revenue trends*
 - *Local economic trends*

- *Trends in automobile-related costs such as gas*
- *Service changes*
- *Economic impact on customers*
- *Market conditions and opportunities*
- *The District's financial situation*
- *The District's goals and objectives*

This policy statement lists the most important factors to be considered in making recommendations for changes to the fare structure. The list of factors to be evaluated is not meant to be exclusive; other factors may need to be considered from year to year.

3. Increases to the Group Pass rates will be based on guidelines included in the Group Pass section of this policy.
4. The RideSource fare should exceed the fare of the fixed-route system to reflect the higher cost of a RideSource trip and to encourage use of the fixed-route system when possible.

RideSource, a demand-responsive, curb-to-curb service, has a much higher cost per trip than LTD's fixed-route service. Establishing a higher cash fare for RideSource than for the fixed-route system will help to compensate for the higher cost and encourage riders who may have a choice between systems to use the fixed-route service. By law, RideSource fares cannot exceed twice the regular fixed-route fare.

5. Recognizing that increases in fares can have a negative impact on ridership, increases in the farebox recovery ratio should be pursued primarily by improving the ridership productivity of the system and by improving internal operating efficiency.

There are three ways to improve farebox recovery ratio: by increasing the fare (in real terms); by improving internal operating efficiency; and by improving ridership productivity. Attempts on the LTD fixed route to improve the recovery ratio by increasing the fare by an amount substantially greater than the inflation rate have proven unsatisfactory. Ridership decreases have almost offset the increase in the average fare, yielding only small gains in revenue and significant ridership loss. Improvements in internal operating efficiency should be pursued whenever possible. Improvements in ridership productivity are likely to provide the greatest potential for a significant improvement to the farebox recovery ratio. If the average fare remains stable (in real terms), a 10 percent increase in ridership productivity would achieve a 10 percent improvement in the farebox recovery ratio.

Unlike the fixed-route system, significant increases in RideSource rides do not provide significant additional income to offset costs. Encouraging use of the RideSource Shopper and providing incentives for grouping trips may improve productivity but would not have a substantial impact on the farebox recovery ratio. Due to the significant fare subsidy on RideSource, efforts should be made to maintain a minimum farebox recovery ratio including collaboration with local social service agencies and charging the Americans with Disabilities Act (ADA) maximum allowable cash fare.

6. Prepayment of fares on the fixed-route system shall be encouraged. Accordingly, passes should be priced below the cash fare.

Deleted: and tokens

Prepayment of fares benefits the District in a number of ways: It improves the cash flow situation; it guarantees ridership and revenue by the customer; it reduces the chance of non-payment or underpayment; and it speeds boarding. Prepayment mechanisms also tend to encourage increased ridership by customers since the cost of the ride is not required at the time the decision to take the ride is made. It is recommended that monthly passes be priced at 25 to 30 times the cash fare. ~~It should be noted that RideSource does not use passes since there should not be an incentive to ride RideSource more frequently.~~

Deleted: , and that tokens be priced at 75 percent to 90 percent of the cash fare

- 7. Increases to the base fixed-route fare generally should not exceed 10 percent within a year and changes should be rotated by fare category.

Deleted: Passes should, on a per-ride basis, be discounted more than tokens, since they are more effective at increasing ridership and are a more efficient fare mechanism from an internal operating standpoint.

This policy directs that changes in the fare be incremental in nature to avoid large "catch-up" increases. The District's experience has been that large fare increases (even though occurring less often) have a substantially more negative impact on ridership than smaller, more frequent fare increases. Additionally, rotating fare increases by fare type allows customers to choose a fare type that is not increasing in cost that year.

Deleted: or tokens

Deleted: However, RideSource provides ticket books for riders at a discount that is reviewed annually to encourage ease of boarding for customers, and to offer a non-cash alternative to riders.

LTD will charge the ADA maximum fare of twice the fixed-route adult cash fare for RideSource service. Additional fare increases would occur only when the LTD adult cash fare increases.

- 8. Recommendations for fare changes will be developed prior to the budget process each spring for the following fiscal year.

Given the dynamic nature of ridership, budgets, and other factors that affect fares, it is necessary to consider changes in the fare on a yearly basis. This policy ties the recommendations on fare changes to the budget process, as well as to decisions on major changes in the service that result from the Annual Route Review. This policy does not preclude making unprogrammed changes to the fare in mid-year if unforeseen conditions warrant.

- 9. Changes in the fare structure should be implemented on the first day of a month, preferably in July or September.

Since LTD ridership changes significantly at the start and end of summer, these are good times to implement changes to fares. Pass price increases during the school year when LTD ridership is highest are more visible and therefore may result in a greater loss of ridership.

- 10. Fare promotions can be used to attract new riders to the system.

Fare promotions may be single day fare adjustments or longer term promotions that achieve both promotional and operational outcomes. The provision of free EmX service is an example that meets promotional and operational outcomes. EmX customers will be able to try the system free; however, the majority of regular riders will have already paid a fare before boarding an EmX vehicle. This allows the District to save a significant investment in fare machines that will become a component of the system when the second corridor comes on line.

Fare promotions have shown to be a cost-effective method of attracting new users to the system at a very low cost per trip. Surveys indicate that many of those attracted by free or reduced fares are not regular bus riders. The process to be followed in fare promotions

includes an analysis of the proposal, a marketing plan for the promotion, and a post-project evaluation. The extent of the analysis, marketing plan, and evaluation would be based on the scale of the promotion. RideSource fare promotions shall be designed to transition riders to the LTD fixed route and to increase RideSource productivity.

- 11. Discounted fares may be used to encourage ridership during traditionally low-demand periods.

The District has had very good success in generating additional ridership in low-demand times through fare reductions. The cost per trip generated by the fare reductions has been much lower than for other options available to the District.

- 12. Fare payment options that effectively attract a different market segment or encourage increased use of the bus by current riders shall be developed. The fare payment options should be made conveniently available to customers.

The District currently offers customers the choice of paying cash, using monthly passes, or Day Passes. Each of these fare payment options is attractive to a different segment of the market. Other fare payment options that attract additional riders, increase bus use among current riders, or are more convenient forms of current options should be investigated and, if feasible, implemented. Convenient access to all fare payment options will tend to make the system more attractive to customers and thus will increase ridership.

Deleted: or
 Deleted: tokens,

- 13. The design and number of fare payment instruments shall consider the ease of enforcement by bus operators and ease of understanding by customers.

Bus operator enforcement of fares is necessary to ensure adherence by customers to the fare policies. The ease of enforcement is dependent upon the design of the fare payment instrument and the quantity of different fare payment options available. These two factors should be considered when making decisions on the implementation of a new fare option or the redesign of an existing fare instrument. Fare enforcement programs should be evaluated periodically to ensure that they are appropriate.

MAINTENANCE

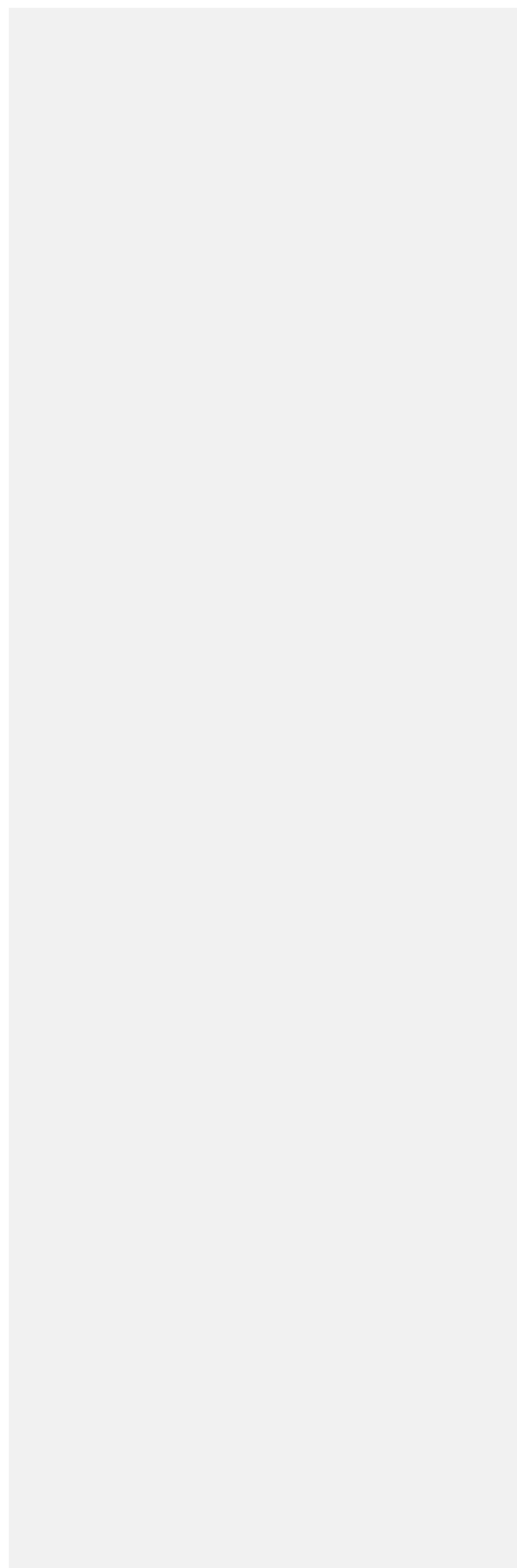
The Service Planning, Accessibility, and Marketing Department will monitor application of this policy as it relates to cash fares, tokens, and standard passes, and propose revisions as necessary.

-
- ATTACHMENTS: FARE MEDIA DONATIONS GUIDELINES
 FARE DISCOUNTS (PRIVATE NON-PROFIT AGENCY PROGRAM) GUIDELINES
 WHOLESALE DISCOUNTS GUIDELINES
 GROUP PASS PROGRAM GUIDELINES
 EZ ACCESS PROGRAM GUIDELINES

LTD Fare Policy

REVISED: 4/18/01
3/17/04
4/20/05
1/18/06

|



Fare Discounts

Private Not-for-Profit Agency Program

OBJECTIVE

The District offers private not-for-profit agencies the opportunity to purchase LTD fare media at a 50 percent discount. This discount is granted in recognition of a community need for transportation services for individuals and families who are working with these agencies to seek employment, housing, and medical services.

APPLICATION

This policy applies to any private nonprofit [IRC 501(c)(3) and IRC 501(c)(19)] agencies who wishes to purchase fare media from LTD.

PROGRAM GUIDELINES

1. Agencies must complete the program application and return it to LTD Finance. An annual certification must be signed by each participating agency. Once certified, agency staff place fare media orders by contacting emailing orders to ar@ltd.org or faxing orders to LTD Finance staff at 682-6188.
2. Agencies with more than one program or location are required to place a single order for all programs or locations.
3. LTD will invoice agencies for purchases. LTD will not process orders for agencies who are behind in paying an invoice,
4. All orders will be mailed to agencies within two business days. Orders for monthly passes should be submitted to LTD prior to the 25th of the month to ensure delivery prior to the first day the passes become valid.
5. Agencies are eligible for a 50 percent discount toward the purchase of 25 count day pass booklets, full-fare and half-fare, or monthly passes.
6. The amount of fare media available will be established on an annual basis. The program limit will be up to \$80,000.00 in LTD's fiscal year (July 1 – June 30). The cap may be raised by approval of the LTD Board of Directors.
7. Fare media purchased by agencies must be distributed free of charge to clients and are not to be resold.
8. Agencies will not direct their program participants to the LTD Customer Service Center for the purchase of discounted fares.
9. LTD does not process refunds or exchanges for fare media purchased.

Deleted: Eligibility determination is conducted by Lane Transit District. Agencies wishing to participate may complete the necessary application at LTD Customer Services. Upon successful certification, agency staff may call LTD Customer Services to place a fare media order.¶

¶ Agencies are eligible for a 50 percent discount toward the purchase of ~~\$420.00~~ of fare media per month. The monthly amount of fare media will be indexed to token prices and will increase at the same percentage rate.

MAINTENANCE

The Service Planning, Accessibility, and Marketing Director is responsible for monitoring and making recommendations for modifications to this policy. An annual report of program use will be forwarded to the LTD General Manager for review.

Revised 3/06
Revised 9/06
Revised 2/09

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: FARE POLICY UPDATES

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

ACTION REQUESTED: Approve suggested updates to the District's Fare Policy.

BACKGROUND: At the May 12, 2009, LTD Board Finance Committee meeting, members discussed and unanimously supported suggested updates to the District's Fare Policy.

The District's Fare Policy provides the structure for making changes to fares and outlines fare-related activities and programs. The July 2008 decision to eliminate token sales to the general public, effective September 1, 2008, is not currently reflected in the Fare Policy. The first part of this update involves minor edits to reflect these changes.

The second update is more significant in that it reflects an overhaul of the District's Not-for-Profit Agency Discount Program. LTD staff have been discussing these changes with a core group of not-for-profit agency personnel and recently distributed draft changes to all participating groups. Few comments have been received, and these comments do not substantially affect the new direction of the program. Highlighted below are program guidelines that the Board may have the most interest in; however, staff will be happy to review questions about any of the new guidelines.

1. Agencies must complete the program application and return it to LTD's Finance Department. An annual certification must be signed by each participating agency. Once certified, agency staff may place fare media orders by e-mailing orders to ar@ltd.org or faxing orders to LTD Finance staff at 682-6188.
2. Agencies with more than one program or location are required to place a single order for all programs or locations.
3. LTD will invoice agencies for fare media purchases. LTD will not process orders for agencies that are behind in paying an invoice.

4. All orders will be mailed to agencies within two business days. Orders for monthly bus passes should be submitted to LTD prior to the 25th of the month to ensure delivery prior to the first day the bus passes become valid.
5. Agencies are eligible for a 50 percent discount toward the purchase of 25-count Day Pass booklets, full-fare and half-fare bus passes, or monthly bus passes.
6. The amount of fare media available will be established on an annual basis. The program limit will be up to \$80,000 in LTD's fiscal year (July 1 to June 30). The cap may be raised by approval of the LTD Board of Directors.
7. Fare media purchased by agencies must be distributed free of charge to clients; they are not to be resold.
8. Agencies will not direct their program participants to the LTD Customer Service Center for the purchase of discounted fares.
9. LTD does not process refunds or exchanges for fare media purchased.

ATTACHMENTS: Fare Policy (with changes highlighted)

RESULTS OF RECOMMENDED ACTION: Staff will proceed with the implementation of these updates. Bus tokens will be sold through the end of June and then be replaced with Day Pass coupon books. Tokens will be accepted through December 31, 2009.

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2009-022: It is hereby resolved that the LTD Board of Directors approves the removal of references to "bus tokens" and approves changes to the Lane Transit District Not-for-Profit Agency Discount Program as outlined in the Lane Transit District Fare Policy.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 17, 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
- BACKGROUND:** The action or information items listed below will be included on the agenda for future Board meetings:
- A. **Board Luncheon:** The Board had expressed an interest in having periodic luncheons as a venue for staff to present information on various topics in a more casual atmosphere. Staff are in the process of scheduling the next luncheon for sometime in July.
 - B. **Annual Performance Report:** Staff will prepare a performance report for FY 2008-09 for presentation to the Board in September.
 - C. **Board Strategic Planning Work Session:** The Board's next session will be scheduled for Fall 2009.
 - D. **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.
 - E. **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.
 - F. **Legislative Bill Updates:** The Board will be provided regular updates during the 2009 legislative session.

LANE TRANSIT DISTRICT RESOLUTION NO. 2009-019

Be it resolved that appropriations for the FY 2008-2009 budget adopted by the Board of Directors be adjusted as indicated below.

Summary of Supplemental Budget

	Adopted	Increase (Decrease)	Amended
Commuter Solutions Fund			
Changes in Appropriations			
Transfer to General Fund	-	<u>55,400</u>	55,400
Increase in Appropriations - Commuter Solutions Fund		<u>55,400</u>	
Additional Resources			
Beginning Working Capital	491,400	55,400	546,800
Increase in Resources - Commuter Solutions Fund		<u>55,400</u>	

Adopted by Lane Transit District Board of Directors on the 17th day of June, 2009.

Date

Board Secretary

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 17, 2009
- ITEM TITLE:** APPROVAL OF SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2008-2009
- PREPARED BY:** Todd Lipkin, Financial Services Manager
- ACTION REQUESTED:**
- (1) Hold a public hearing on the Supplemental Budget for Fiscal Year 2008-2009.
 - (2) Approve the resolution adjusting the Fiscal Year 2008-2009 Commuter Solutions Fund as described below.
- BACKGROUND:** In order to make up for delayed receipt of anticipated grant proceeds, the Board, at its June 18, 2008, meeting, approved Resolution No. 2008-023, authorizing an interfund loan of up to \$150,000 from the General Fund to the Commuter Solutions Fund. This action was required in order to be in compliance with Oregon Budget Law. The repayment of this loan now requires supplemental budget action in the 2008-09 fiscal year.
- RESULTS OF RECOMMENDED ACTION:** The FY 2008-2009 Adopted Budget will be modified for the noted changes and the annual independent audit of FY 2008-2009 will not note budget anomalies.
- ATTACHMENTS:** LTD Resolution No. 2009-019
- PROPOSED MOTION:** I move approval of Resolution No. 2009-019, which amends the LTD Fiscal Year 2008-2009 budget as represented in the resolution.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 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 approvals and permits have been received from the City of Springfield and the Oregon Department of Transportation. Wildish Construction Company is the contractor on the International Way and Pioneer Parkway segments. Wildish, as the Construction Manager/General Contractor, issued bid proposals for Pioneer Parkway sub-contractors, and all prime sub-contractors have been selected. Construction has been underway for a little more than two months, and work is proceeding as planned.

At the June 17 meeting, staff will present a project update on the Gateway EmX Extension and discuss details of the project budget, property acquisitions, construction activities, schedule, art selection, and the Gateway Station grand opening.

ATTACHMENT: None

PROPOSED MOTION: None

lockwood

R E S E A R C H



2008 GROUP PASS

TOTAL SAMPLE COMPREHENSIVE SURVEY

INCLUDING COMPARISONS TO THE 2002 GROUP PASS COMPREHENSIVE RESEARCH

OCTOBER, 2008

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INTRODUCTION

Commuter Solutions contracted with Lockwood Research to conduct a Comprehensive Survey among Group Pass Program (GPP) recipients to determine if their use of transportation modes has changed since the Baseline Survey that was conducted in 2002. The standard Group Pass survey instrument was modified for the purpose of this tracking study. Otherwise, the objectives of the current Comprehensive Group Pass Program Survey are similar to those of the standard survey conducted with prospective or new Group Pass Program participants. The objectives are:

- to identify current travel modes used by employees, creating a baseline of information for transportation options programs, and
- to determine elements that would motivate and encourage employees to use transportation options, and
- to identify which major factors hinder employees from using transportation options

SURVEY METHODOLOGY

This Comprehensive Survey was conducted between October 16 and October 31, 2008. Not all Group Pass Program participants agreed to participate in this comprehensive survey; of the 74 total GPP employers, 79% agreed to participate. Commuter Solutions distributed a URL through the Group Pass Program Employee Transportation Coordinators (ETC's) that linked the respondent to an electronic version of the survey. A total of 1,596 surveys were completed on the Internet. A paper version of the survey was also distributed to the Group Pass Program Employee Transportation Coordinators (ETC's) for those who could not complete the survey online. A total of 479 paper surveys were completed.

An overall total of 2,075 surveys were completed, out of the 12,166 total employees solicited to take the survey. Although incentives were included, the response rate was 17%; this was lower than the 33% response rate in the 2002 Baseline Survey. Based on a total population of 13,260 Group Pass recipients, the sample size is sufficient to achieve a 95% confidence level in the survey results with a margin of error no greater than $\pm 1.98\%$ percentage points. This means if 50% of the sample responded 'yes' and 50% 'no', you can be 95% sure that the total population's response would be between 48% and 52% (i.e., $50\% \pm 1.98\%$).

THE SAMPLE

There are 74 single and multiple-site employers or organizations that provide the Group Pass benefit to employees. A total of 59 of those employers participated in the survey, representing an 80% response rate. Out of 12,166 total employees, 2,075 surveys were completed, which is a 17% response rate among the employees. The City of Eugene completed a similar transportation survey with employees that included some of the same questions. The responses of 834 City of Eugene employees were included with this sample when the questions were the same.

Twelve of the organizations in the sample are located in Springfield, or have a Springfield location in addition to one in Eugene. Table 1 is an alphabetical listing of each company or organization in the Group Pass Program, their location, the (approximated) number of employees, the number of surveys completed, and the individual response rates.

Table 1

Company	# of employees	# complete	Response Rate	Location
9Wood	41	40	97.6%	Springfield
Alternative Work Concepts	14	0	0.0%	Eugene
Alvord Taylor	30	21	70.0%	Springfield
Arc of Lane County	21	20	95.2%	Eugene
Avant Assessment	17	17	100.0%	Eugene
Balzhiser & Hubbard Engineers	60	29	48.3%	Eugene
Cameron McCarthy Gilbert & Scheibe	11	8	72.7%	Eugene
Capella Market	69	33	47.8%	Eugene
Creative Minds Alternative School	13	7	53.8%	Eugene
CVALCO	22	5	22.7%	Eugene
Dougherty Landscape	10	4	40.0%	Eugene
Down To Earth Distributors	77	0	0.0%	Eugene
Elizabeth Lewis Publishing Company	3	3	100.0%	Eugene
Emerald City Comics	18	7	38.9%	Eugene
Enterprise-Rent-a-Car	235	158	67.2%	Eugene
Eugene Creative Care	56	30	53.6%	Eugene
Eugene Weekly	11	7	63.6%	Eugene
Fabtrol Systems	26	18	69.2%	Eugene
Gallagher Financial Services	10	5	50.0%	Eugene
Garage Games	41	0	0.0%	Eugene
Good Company	8	6	75.0%	Eugene
Harlequin Beads & Jewelry	18	8	44.4%	Eugene
Harrang/Long/Gary/Rudnick P.C.	45	15	33.3%	Eugene
Harry Ritchie's Jewelers	42	0	0.0%	Eugene
Heritage Research Associates, Inc	10	6	60.0%	Eugene
Ideal Enterprises, Inc	10	0	0.0%	Eugene
InnCline Mgt (Days Inn, Franklin Village Extended Stay, Holiday Inn Express on Franklin, Quality Inns & Suites, The Boulevard Grill)	85	56	65.8%	Eugene & Springfield

GROUP PASS PROGRAM COMPREHENSIVE SURVEY – OCTOBER 2008

Company	# of employees	# complete	Response Rate	Location
InnSight HMG (Comfort Suites, Courtyard by Marriott, Holiday Inn Express Hotel & Suites: Gateway, Residence Inn)	56	0	0.0%	Eugene & Springfield
Isler CPA	30	18	60.0%	Eugene
ISTE International Society for Technology in Education	65	31	47.7%	Eugene
Lane Council of Governments	165	105	63.6%	Eugene
Lane County Catholic Workers/St John Bosco House	10	1	10.0%	Eugene
Lane County Legal Aid & Advocacy Center	18	11	61.1%	Eugene
Mobility International	15	3	20.0%	Eugene
Network Charter Schools	15	7	46.7%	Eugene
Northwest Youth Corps OutDoor School	10	0	0.0%	Eugene
Oak Street Child Development Center	17	12	70.6%	Eugene
Oregon Center for Applied Science	41	8	19.5%	Eugene
Oregon Medical Labs – Eugene and RiverBend	404	40	10.4%	Eugene & Springfield
Oregon Supported Living	150	0	0.0%	Eugene
Oregon Temporary Services, Inc	50	0	0.0%	Eugene
Organic Materials Review Institute	13	11	84.6%	Eugene
PeaceHealth Oregon Region (PeaceHealth Medical Group, RiverBend Annex, RiverBend, University, C.Grove Hospitals)	4,836	648	13.4%	Eugene & Springfield
PIVOT Architecture (WBGS)	20	1	5.0%	Eugene
Providence Health Plans	10	0	0.0%	Eugene
Public Defender Services of Lane County	40	23	57.5%	Eugene
Rainbow Optics	13	1	7.7%	Eugene
SAFE, Inc.	29	12	41.4%	Eugene
Satre Associates PC	10	6	60.0%	Eugene
SOLARC	21	12	57.1%	Eugene
Special Mobility Services	50	1	2.0%	Eugene
Sperry Tree Care	13	0	0.0%	Eugene
State of Oregon, Department of Justice	55	0	0.0%	Eugene
Symantec Corporation* (distributed 200 surveys)	1,294/200	9	4.5%	Eugene
Taco Time (Glaziers) (Coburg and Gateway)	21	6	28.6%	Eugene & Springfield
The Kiva	32	15	46.9%	Eugene
UO Bookstore, Inc.	81	53	65.4%	Eugene
U of O Faculty and Staff	4,156	432	10.4%	Eugene
Venture Data L.L.C.	350	90	25.7%	Eugene
VersaLogic (W 7 th & Stewart Rd)	71	0	0.0%	Eugene
Watkinson Laird Rubenstein Baldwin & Purgess, P.C.	26	0	0.0%	Eugene
Wellsprings Friends School	10	7	70.0%	Eugene
Western Environmental Law Center (WELC)	10	2	20.0%	Eugene
Whitewater Designs, Inc	10	0	0.0%	Eugene
No employer identified		8		
Total	13,260/12,166*	2,075	17%	

THE REPORT

The 2008 Comprehensive Survey report is intended as a summary and overview of the survey research findings. Comparisons were made to the 2002 Baseline research findings to measure changes in transportation patterns. There are instances where comparisons to the 2002 Baseline research findings are not possible due to changes in the survey questions, or answer choices. One statistic used in the analysis of the research data is the *difference between proportions statistic*. This statistic compares the answers given by one demographic group to the answers given by everybody else. It indicates which of their answers (if any) are statistically different than everybody else's answers. If an answer is different (at the 95% or 99% statistical level), it is noted in the report. The percentages may exceed 100% in cases where multiple answers are allowed, or sometimes due to rounding.

SUMMARY

The LTD Group Pass Program has helped reduce vehicle miles traveled (VMT). Results of the 2008 Comprehensive Survey show there has been a decrease in the percentage of respondents who drove alone (SOV - Single Occupant Vehicle) to work since the Baseline Survey in 2002. On average, 52% of the total sample drove alone to work, down from 60% of the total sample in 2002.

There has been a noticeable increase in the percent of Group Pass recipients who ride the bus, even if it is occasionally. Before receiving the LTD Group Pass, 29% of the sample rode the bus (compared to 33% in 2002) for non-specified trip purposes. Since receiving the Group Pass, 74% of the 2008 sample has used their Group Pass to ride the bus to work (compared to 58% in 2002); and, 58% used their LTD Group Pass to ride the bus for trips *other than work* (compared to 45% in 2002).

The Group Pass Program is helping reduce traffic congestion in our region. One-fourth (25%) of the 2008 sample use the bus to commute to community events, such as fairs, and 14% use the bus to commute to sporting events. One-third (33%) of the 2008 sample used the bus for running errands and going shopping (compared to 31% in 2002).

The percent of Group Pass participants who rode the bus for their average work commute increased since the 2002 Baseline Survey. Over one-fourth of the sample (28%) rode the bus for their average work commute in 2008, up from 23% of the sample who rode the bus for their average work commute in 2002. Other transportation mode use has increased as well since 2002. In 2008, 10% rode a bike (up from 7% in 2002), and 9% carpooled with people from their household (up from 7% in 2002).

According to the 2008 Comprehensive Survey, 38% of the sample had changed their typical mode of transportation to get to/from work in the 12 months prior to taking the survey. Fuel cost was the most frequently mentioned reason for switching. In October, when the survey was conducted, gas prices were on their way down from a record high of \$4.29 set on July 3, 2008. At the time the study closed, Oregon's average price per gallon was down 44% and Eugene/Springfield area drivers were paying \$2.39 at the pump. (According to a November 11, 2008 article, "Gas Prices in Oregon Hit Lowest Point Since March 2006", published on the Salem-News.com website, it has been more than two and a half years since gas prices had been that low in Oregon).

Roughly three out of ten (29%) respondents who changed their transportation mode for their work commute said they switched because of their LTD Group Pass benefit. Over one-third (35%) of those who changed their transportation option said they switched to riding the bus to work. One-half (50%) of those who switched from a personal vehicle to the bus claimed the bus was their most commonly used mode of transportation to get to work. Reference Graph #9 on page 18 for all transportation options.

HIGHLIGHTS OF THE RESEARCH FINDINGS

- Only fourteen percent (14%) of the sample recalled completing an employee transportation survey in the past. In 2002, a total of 35 Group Pass employers existed; 86% of whom participated in the Baseline Survey. In 2008, 74 Group Pass employers existed, and 80% participated in the Comprehensive Survey.
- Roughly one out of six (17%) employees receiving the survey responded in 2008. There were two organizations that had a 100% response rate, and four organizations had only one employee respond. Two organizations, PeaceHealth Oregon Region and the University of Oregon faculty and staff, combined accounted for one-half (52%) of the total 2008 sample.
- The workdays and hours of the 2008 sample were very similar to those of the Baseline Survey in 2002. However, the Baseline Survey did *not* measure if the respondent's work site changes. Five percent (5%) of the 2008 sample said their work site location changed, while another 10% said their work site *sometimes* changed.
- Six out of ten (63%) total 2008 sample respondents worked a traditional Monday through Friday work schedule (compared to 62% in 2002). In 2008, 19% worked on Saturday, and 16% worked on Sunday (compared to 21% and 18% in 2002, respectively).
- The 2008 sample's peak arrival time to work was 8:00 am (18%), 11% arrived to work before 7 am, 9% arrived at 7:00 am, 8% arrived at 8:30 am, and 5% arrived at 9 am. The sample's departure times were evenly spread out over half-hour increments starting at 3:30 pm. The peak departure time was 5:00 pm (20%).
- Over one-third (36%) of the total 2008 sample of employees had flexibility in their schedule for commuting purposes (compared to 32% in 2002). Among those with some flexibility, 3% did not give a specific amount of time they could adjust their schedule and 3% *didn't know* how many minutes they could adjust their schedule. Thirty-seven percent (37%) of those with flexibility in the 2008 sample could adjust their schedule by 30 minutes (compared to 28% in 2002). One-fourth (25%) of those with flexibility in the 2008 sample could adjust their schedule by one-hour, or more (compared to 11% in 2002).

- In 2008, 52% of the total sample arrived to work alone via a personal vehicle in an average workweek. This is down from 60% in the 2002 Baseline Survey. Over one-fourth of the 2008 sample (28%) rode the bus (up from 23% in 2002), 10% biked in 2008 (compared to 7% in 2002), 9% carpooled with someone inside their household in 2008 (compared to 7% in 2002), 5% walked in 2008 (compared to 4% in 2002), and 3% carpooled with people outside their household in 2008 (compared to 3% in 2002).
- In 2008, those respondents who were statistically more likely to ride the bus in an average workweek are employees of Venture Data (79%), Taco Time (67%), Oregon Center for Applied Science (63%), Holiday Inn Express (60%), and LCOG (40%).
- In 2008, the average commute time to work was 22 minutes, one minute longer than in the 2002 Baseline Survey. Employees that live in Eugene commuted an average of 20 minutes, compared to 21 minutes for Springfield residents, and 34 minutes for those living outside of the metropolitan area. The average commute time via personal vehicle was 18 minutes, one minute shorter than in the 2002 Baseline Survey. The longest average commute time was 32 minutes for those who rode the bus, which is only 3 minutes longer than in the 2002 Baseline Survey.
- In 2008, the two most frequently mentioned reasons for driving alone to work were *saves time* (45% in 2008, compared to 32% in 2002), and *need car for personal errands* (44% in 2008, compared to 55% in 2002). Forty-four percent (44%) of the 2008 sample identified one or more concerns regarding driving alone (compared to 63% in 2002). The most frequently mentioned concerns in 2008 were *transportation costs* (68%), followed by *environmental reasons* (54%). The 2002 Baseline Survey had an open-end response to this question, so a direct comparison cannot be made.
- Two-thirds (66%) of the 2008 sample shared one or more concerns related to riding the bus (compared to 72% in 2002). The most frequently mentioned concern was *commuting time* (78%), followed by *stress from commuting* (35%), *personal safety* (28%), and *must transport others* (23%). The 2002 Baseline Survey had an open-end response to this question, so a direct comparison cannot be made.
- Six out of ten (60%) 2008 respondents who usually drove alone to work said they would be *very* or *somewhat likely* to begin using the bus if there were *altered bus routes/stops*

(compared to 35% in 2002), and 54% would use another transportation option if *fuel prices continued increasing* (answer choice not listed on 2002 survey), and 49% would be *very or somewhat likely* to begin using another transportation option if they had a *guaranteed ride home for emergencies* (compared to 32% in 2002).

- Three-fourths (75%) of the 2008 sample identified one or more concerns regarding carpooling as a mode of transportation to get to and from work (compared to 58% in 2002). The most frequently mentioned concerns were *commuting time* (39%), *stress from commuting* (29%), and *must transport others* (26%). The 2002 Baseline Survey had an open-end response to this question, so a direct comparison cannot be made.
- At least eight out of ten (83%) 2008 respondents identified one or more concerns regarding biking to work (compared to 65% in 2002). The primary deterrents to sample respondents using a bike to commute to work were *personal safety* (45%), *commuting time* (39%), and *traffic safety issues* (37%). The 2002 Baseline Survey had an open-end response to this question, so a direct comparison cannot be made.
- Roughly four out of ten (38%) 2008 respondents changed their typical mode of transportation to get to/from work in the 12 months prior to the survey. For 44% of those who have switched modes in 2008, the previous mode used was ‘personal vehicle’ (compared to 50% in 2002). Over one-half (58%) of those in 2008 who switched from a personal vehicle switched to the bus (compared to 65% in 2002). One-half (50%) of the automobile drivers who switched to the bus in 2008 claim the bus became their most commonly used mode of transportation.
- Three out of ten (29%) respondents who switched modes in 2008 said their previous mode was riding the bus to get to work. Over three-fourths (77%) of this group in 2008 switched from riding the bus to using a personal vehicle (compared to 63% in 2002). Seven percent (7%) switched from riding the bus to riding a bike in 2008 (compared to 12% in 2002).
- The most frequently mentioned reasons for switching transportation modes was *fuel cost* (42%), *the free bus pass* (29%), and *environmental reasons* (24%). One-half (50%) of those who switched modes because of *fuel cost* now ride the bus in their average workweek. Comparisons cannot be made to the 2002 Baseline Survey because the answer choices were changed.

RECOMMENDATIONS

Many Group Pass participants made transportation behavior changes and appreciate the benefits of the Group Pass program. The degree to which Commuter Solutions can influence more Group Pass recipients to change their transportation habits will be enhanced with marketing and education campaigns.

The survey identified barriers to adopting various transportation options. Information should be provided about how to overcome and respond to those barriers. When promoting travel options, it is advantageous to acknowledge some of the known barriers. For example, Commuter Solutions provides free carpool signs so employers can provide preferred parking for carpoolers, making it easier for the organization to promote carpooling. The free, online Carpool Matching program offers assistance to those who say they would carpool to work, but no one they know is available to share a ride. The Emergency Ride Home program is a free service that addresses the barriers of using other transportation options if the employee needs to be able to respond to a personal emergency. And, Commuter Solutions' free Transportation Fairs can provide customized information on trip planning for individuals who are unaware of what transportation options are available.

Marketing strategies should be targeted to the portion of drive-alone Group Pass members most willing and able to switch to other transportation options. For many Group Pass participants, schedules and distances are barriers to regularly biking, walking or riding the bus to work. However, for non-essential trips, such as recreation, shopping or running errands, the benefits of using transportation options (lower cost, reducing congestion and healthy exercise) should be promoted. Non-work related travel is estimated to account for 80% of all trips made in our region. Encouraging biking, walking or riding the bus for these trips will help reduce vehicle miles traveled significantly.

The most frequently mentioned reasons for driving alone to work are to “save time” and “running personal errands.” Group Pass participants who drive alone to work because they need their vehicle for running personal errands may not realize how all the vehicle trips can add up. This group should be encouraged to plan their week to drive less frequently. Instead of making multiple trips over multiple days, they could choose to plan ahead and only take

one or two days to get their errands done. Commuter Solutions can encourage Group Pass employers to promote the trip chaining ideas found on the www.driveless.savemore.com website to their employees.

The 2008 Comprehensive Survey identified transportation cost and environmental reasons as the biggest barriers to driving alone. Fuel cost was a significant motivating factor for Group Pass participants to change how they travel to work. If Group Pass participants were encouraged to ride the bus, bike, walk or carpool at least one day per week, they would save 20% per week on their fuel costs. Gas prices hit a record high 3 months prior to the survey. Even though prices came down to their lowest point in two and a half years at the time the survey closed, Commuter Solutions should continue to encourage Group Pass recipients to use their Group Pass benefit to commute to work instead of driving alone. While fuel cost savings aren't as significant as when gas prices were at record highs, Commuter Solutions can remind Group Pass participants that by using other transportation options they are reducing their carbon footprint, and helping our region reduce its overall fuel consumption and congestion.

The biggest opportunity for changing travel behavior is in making changes to the bus routes. Sixty percent (60%) of respondents in the 2008 sample who typically drive alone to work are very or somewhat likely to consider riding the bus if there were altered bus routes and/or stops. This is a significant increase since the 2002 Baseline Survey when 35% of the sample mentioned altered bus routes and/or stops would motivate them to ride the bus. With commute time being the number one barrier to riding the bus, the addition of express, bus rapid transit, or limited-stop routes would make the biggest impact in presenting the bus as a viable transportation option.

As Lane Transit District's Gateway EmX Extension nears completion, Group Pass recipients that live in, and/or are employed in the Gateway area, should be targeted with information about routes and schedules. Any changes to LTD's routes that improve connectivity to the Gateway and RiverBend area should also be marketed to key audiences (for example, Sacred Heart Medical Center at RiverBend and Oregon Medical Labs). Similarly, any changes to LTD's routes and/or service hours are another marketing opportunity for Commuter Solutions to reach out to Group Pass recipients and remind them of ways they can use this valuable benefit.

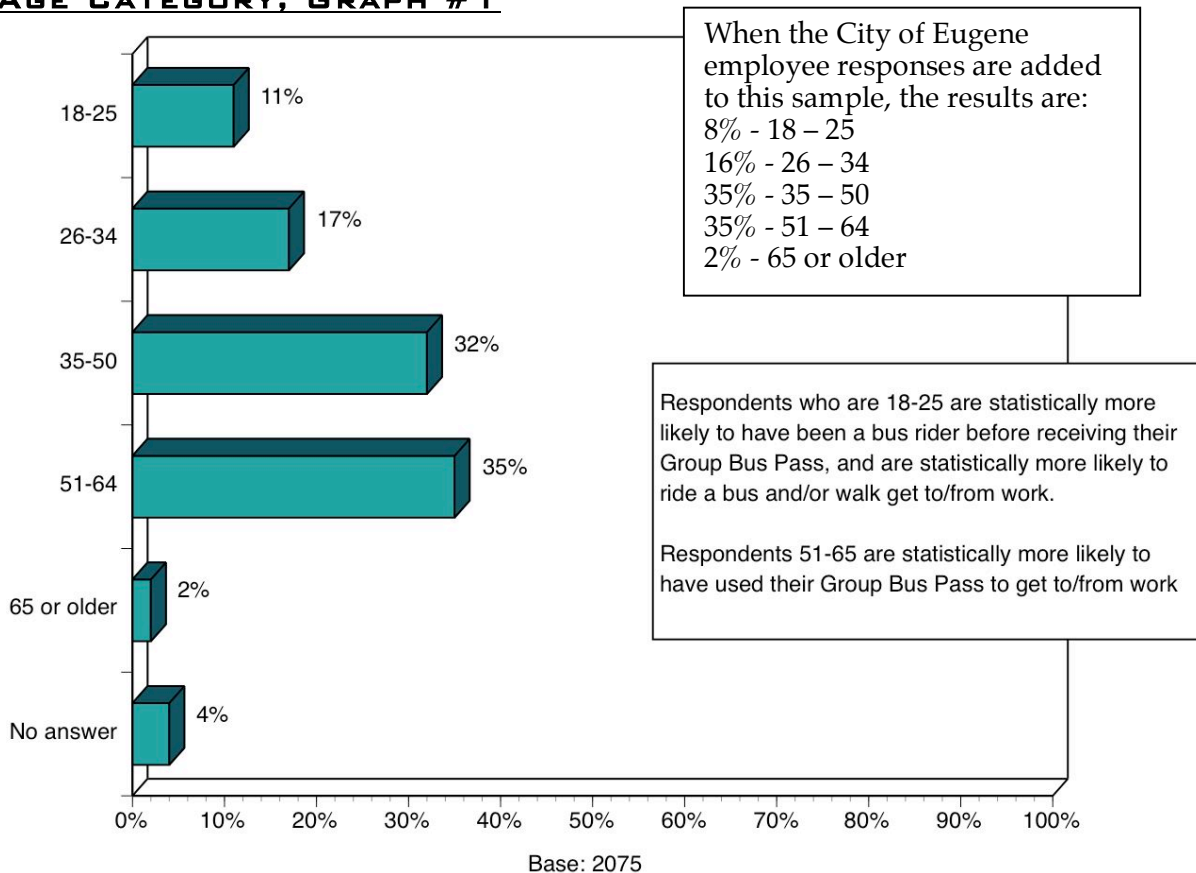
Commuter Solutions should encourage those who have *not* changed their mode of transportation and *only* drive alone to work to consider multi-modal transportation options. This group should be encouraged to locate the closest Park & Ride lot to their home and combine driving alone with riding the bus to work. Although using more than one transportation option often requires extra effort, by encouraging them to use other transportation options, Group Pass participants may create new habits. As they feel more comfortable using other transportation options, they can be encouraged to gradually increase their use.

When the weather turns nice and the days become longer, Commuter Solutions can promote the new bike-pedestrian bridge spanning Interstate 5 between Eugene and Springfield, which ties the bike path networks of Eugene and Springfield together. According to a story aired March 31, 2008 on local KVAL CBS channel 13, project managers said they were getting a lot of calls from workers at Sacred Heart Medical Center at RiverBend wondering when the new bridge will be ready so they can ride their bikes to work. For Gateway area residents or employees, the new bike-pedestrian bridge may address some of the safety concerns or barriers mentioned about using a bike or walking to work by providing a safe crossing over Interstate 5.

THE SAMPLE DEMOGRAPHICS

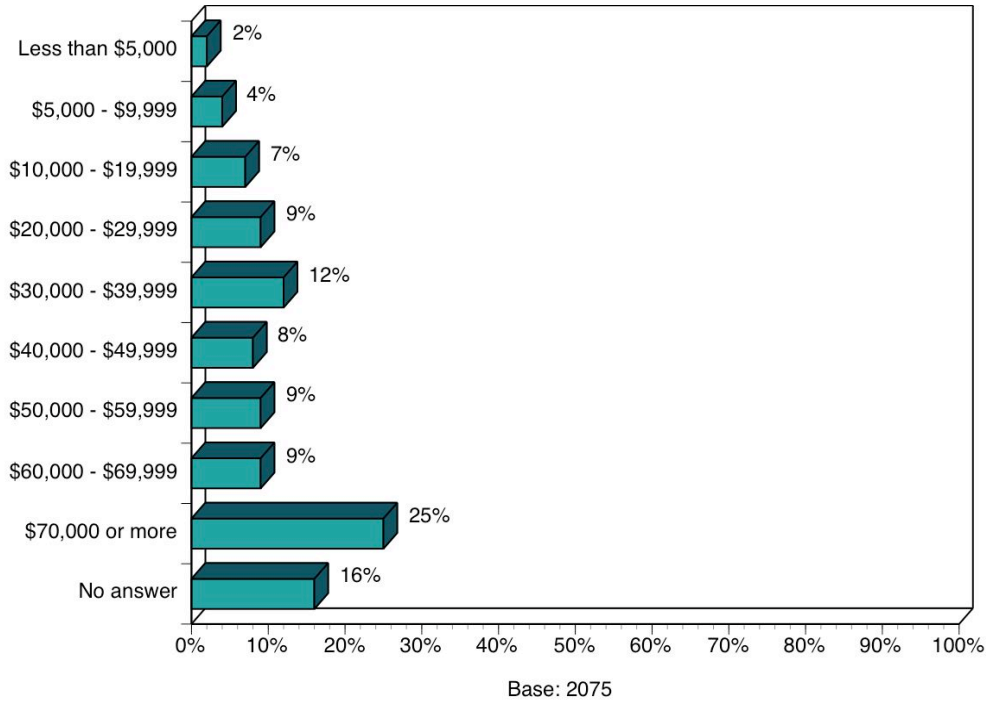
The gender breakdown for the 2008 sample was 74% female, and 22% males (4% did not answer the question). When including the City of Eugene employee sample, the results are 67% of the sample female, and 29% male. As can be seen in the graph below, at least two-thirds (67%) of this sample fell between 35 and 64 years old. One-fourth (25%) of the sample annual household incomes were \$70,000 or more. One out of six (16%) respondents did not answer the income question. Almost two-thirds (64%) of the sample lived in Eugene, and 18% lived in Springfield. There is not a lot of diversity in the sample, 83% of the sample was Caucasian. Nine out of ten respondents (94%) had at least one car available in their household, 97% of the households had at least one licensed driver.

AGE CATEGORY, GRAPH # 1

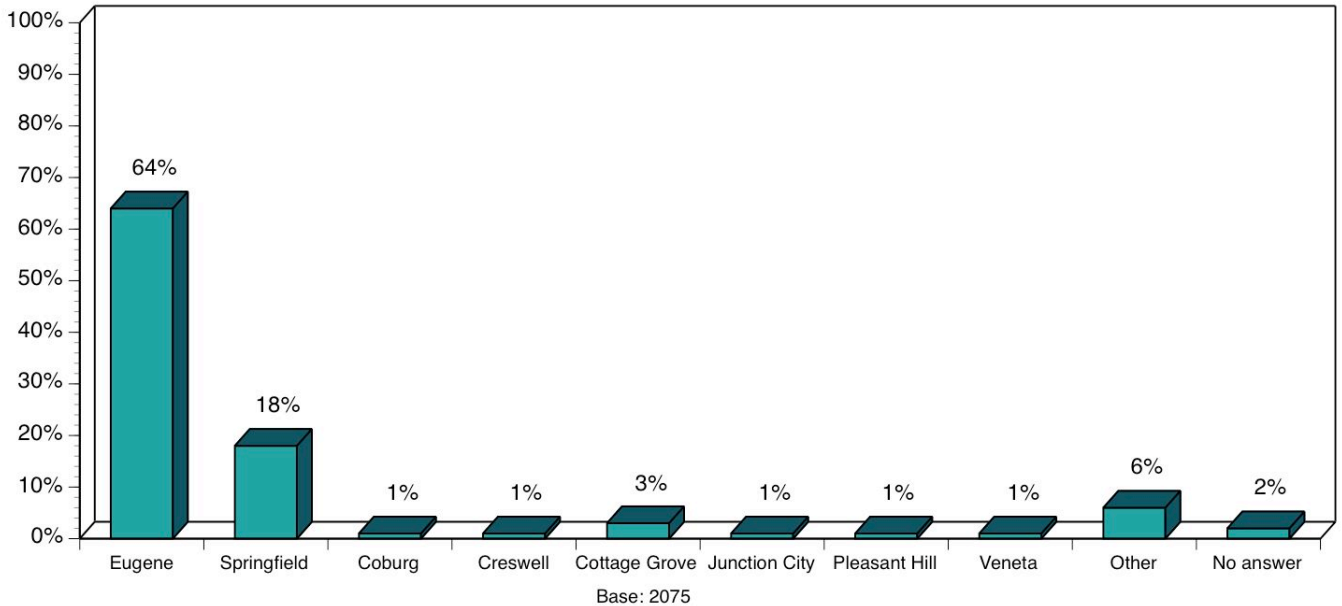


Respondents 18 – 25 years old were statistically more likely to have household incomes of less than \$5,000 (8%), while respondents 26 - 34 were statistically more likely to have household incomes of \$40,000 - \$49,999 (15%), and those respondents 35 – 65 were statistically more likely to have household incomes of \$70,000 or more (31%-34%).

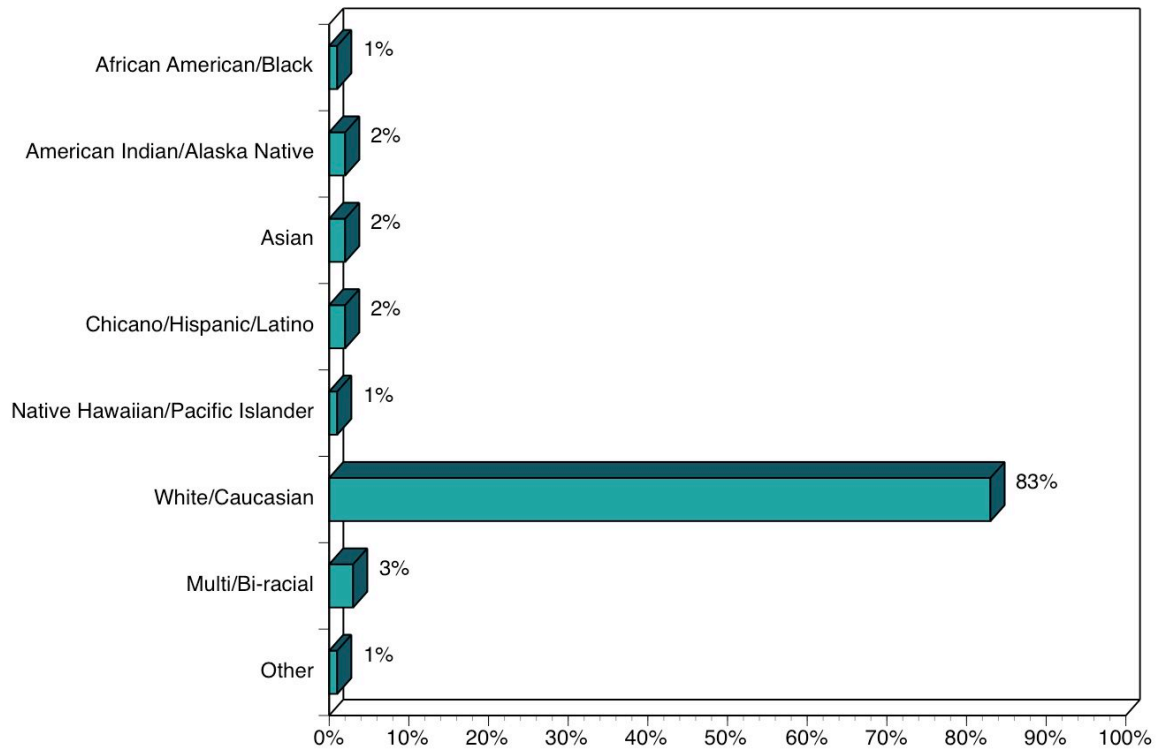
HOUSEHOLD INCOME, GRAPH #2



COMMUNITY WHERE RESPONDENT LIVES, GRAPH #3

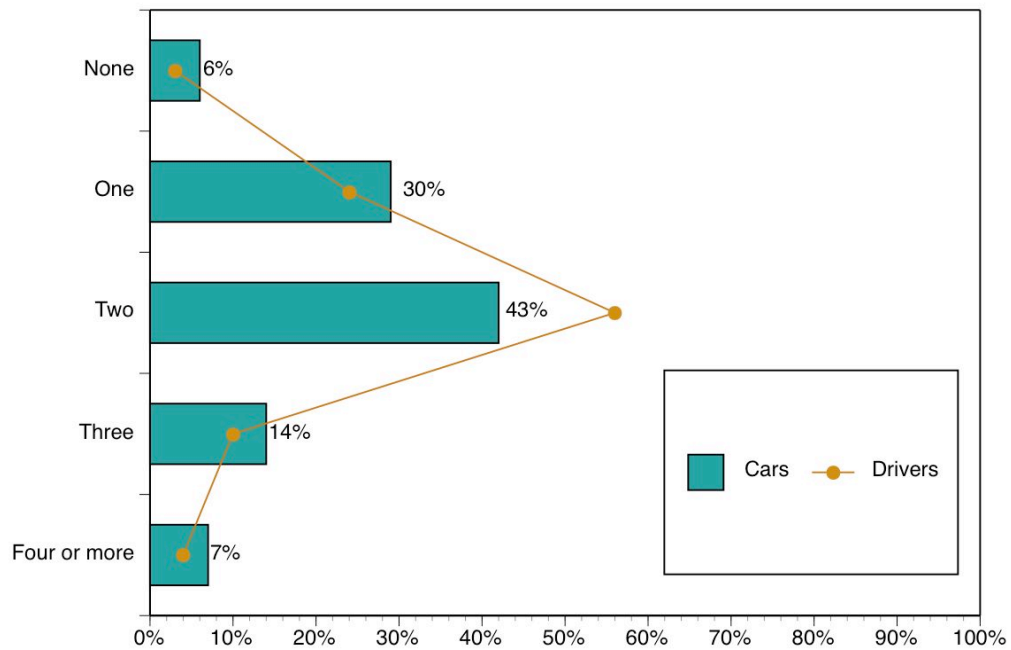


ETHNIC GROUP/RACE, GRAPH # 4



Base: 2075

LICENSED DRIVERS AND CARS PER HOUSEHOLD, GRAPH # 5



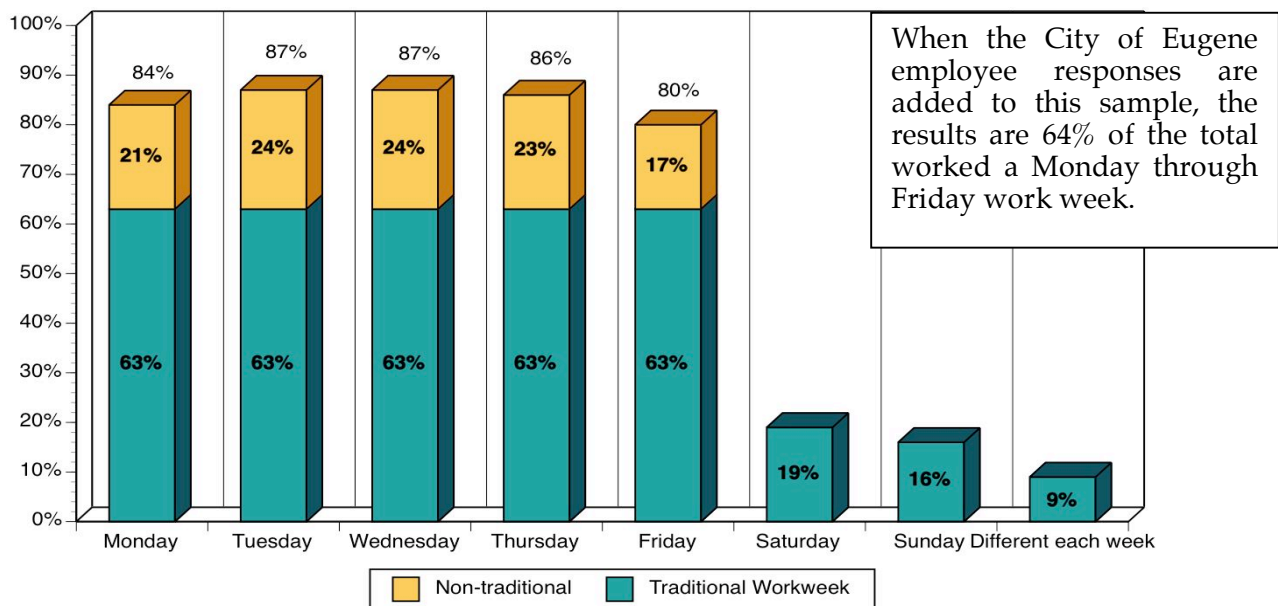
Base: 2075

COMMUTING PATTERNS

To identify current travel patterns of Group Pass commuters, respondents were asked if their work site location changes. Five percent (5%) of the sample worked at more than one work site, while another 10% said their work site location *sometimes* changed. Respondents who worked at ARC of Lane County, Oregon Medical Labs, and PeaceHealth were statistically more likely to say their work site location changed regularly or sometimes, and /or list more than one work site location. Respondents who work at more than one work site were asked to state their arrival and departure times for both work sites. They were also asked to identify the mode of transportation they use and the travel time to each work site.

Six out of ten employees (63%) responding to the survey indicated they worked a traditional Monday through Friday workweek (62% in 2002). In addition to the 63% who work Monday through Friday, there were between 17% - 24% who also worked any one or more of the week days, bringing the mid-week work force to 87% of the sample on Tuesday and Wednesday (Data Table 5). Nineteen percent (19%) of the total sample normally worked on Saturday, and 16% worked on Sunday. Nine percent (9%) of the sample said their schedule was different each week. The sample’s workweek was about the same as the Baseline survey results in 2002.

DAYS OF THE WEEK WORKED, GRAPH #6

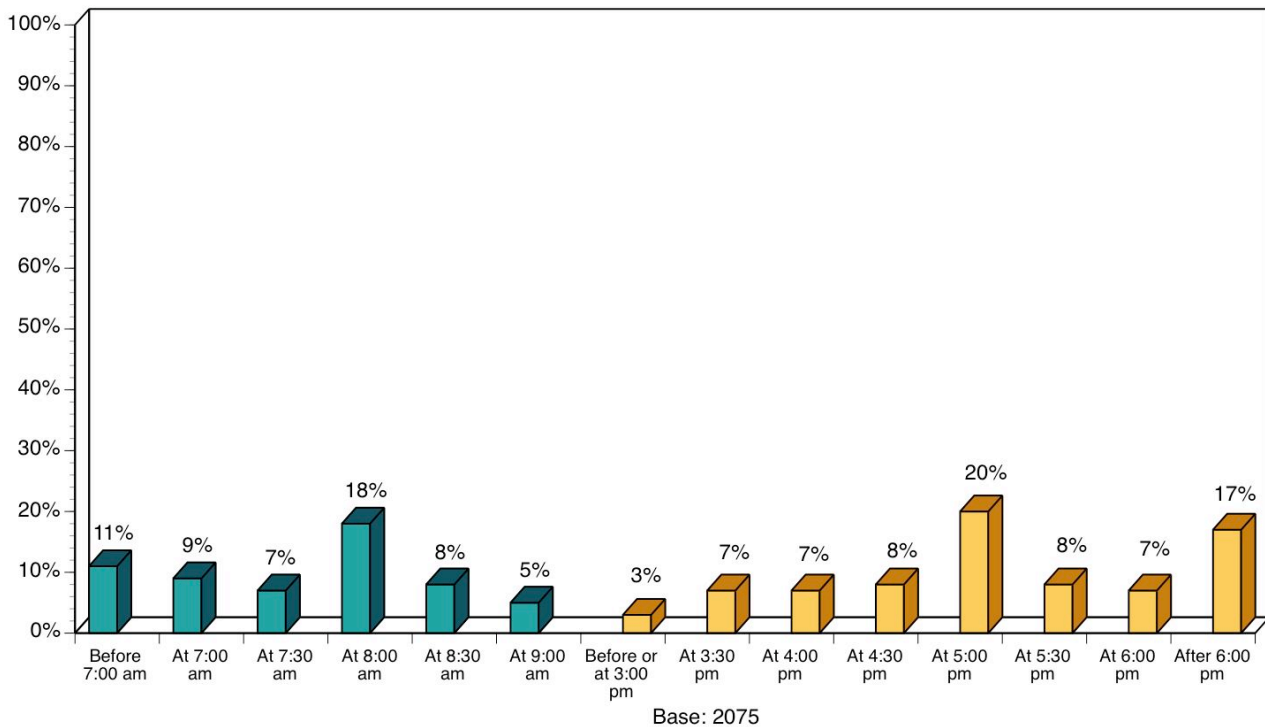


Base: 2075

Of those surveyed, 11% arrived to work before 7:00 am, 25% arrived between 7:00 – 7:45 am, and 33% arrived between 8:00 – 8:45 am. The peak arrival times were 7:00 am (9%) and 8:00 am (18%). There were 2% of the total sample who leave work before 3:00 pm.

Thirteen percent (13%) of the sample leave between 3:00 – 3:45 pm, 18% leave between 4:00 – 4:45 pm, 35% leave between 5:00 – 5:45 pm. The departure times were evenly spread out between 3:30 pm and 4:30 pm (7%-8%), and peaked at 5:00 pm (20%). The departure times dropped again at 5:30 pm (8%) and 6:00 pm (7%). For 2% of the sample, the normal working hours varied, and 2% chose not to answer. Please refer to Data Tables 4 - 7.

ARRIVAL AND DEPARTURE TIMES FOR WORK, GRAPH #7

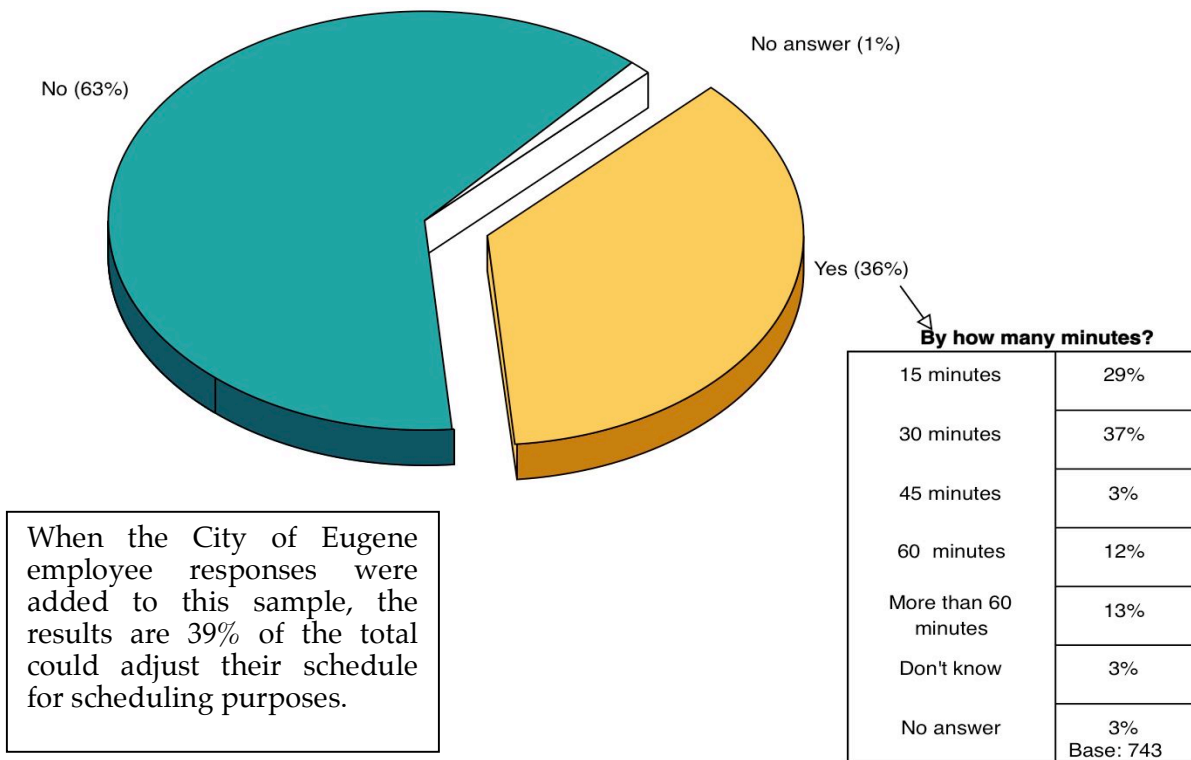


Those who worked at more than one location were asked what time they arrived and departed from their secondary work site. Twelve percent (12%) did not answer the question, and 12% said their schedule at the other location varied, 3% didn't know their schedule. The number of employees who arrived and departed from a second work location did not change the percentage arriving and departing at each time category in Graph #7 by more than one percentage point.

WORK SCHEDULE FLEXIBILITY

Since using other transportation options may require flexibility in the time arriving and leaving the work place, respondents were asked if they could adjust their schedule for commuting purposes and, if so, by how many minutes. Over one-third (36%) of the respondents revealed they **did** have flexibility in their work schedules, while 63% **did not** (Graph #8, Data Table 10). Males were statistically *more* likely to have flexibility in their schedule for commuting purposes (46%), while females were statistically *more* likely to not have flexibility (66%). Sample respondents who rode the bus, and /or rode a bike, in an average workweek were statistically more likely to have flexibility in their schedule (41% and 46%, respectively); while those who drove a personal vehicle were statistically more likely to say they did *not* have flexibility for commuting purposes (68%).

CAN YOU ADJUST YOUR SCHEDULE FOR COMMUTING? GRAPH #8

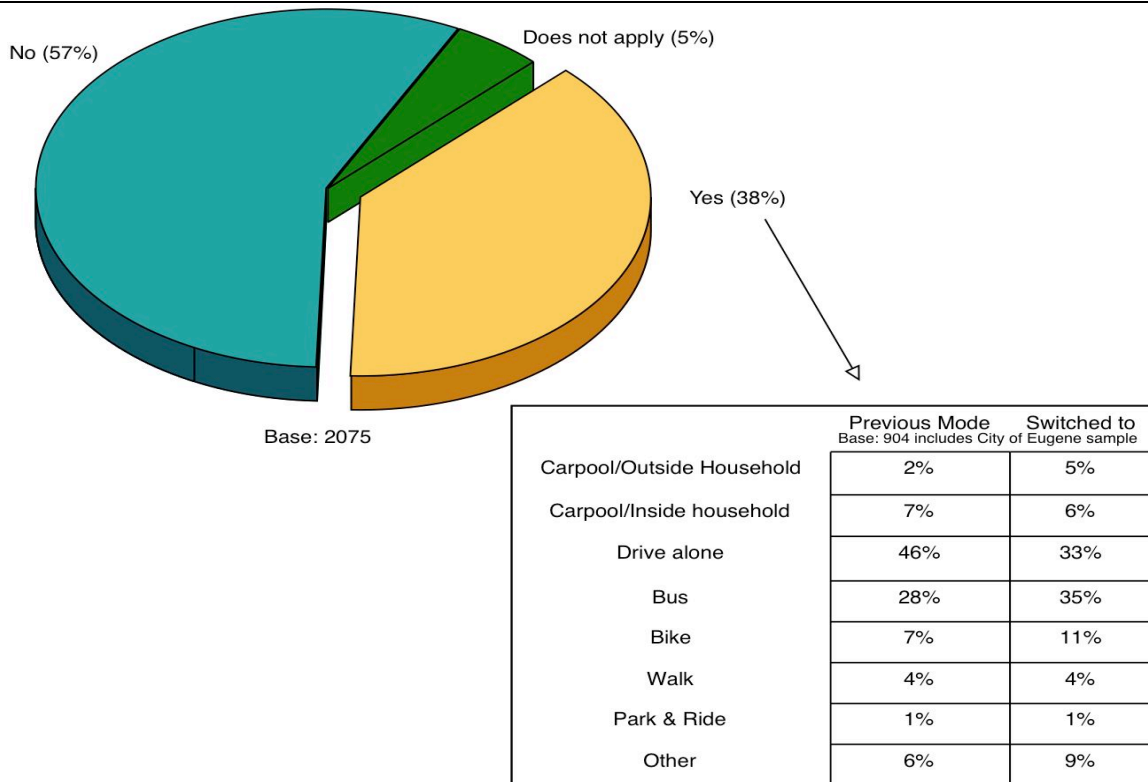


Among those who had flexibility, 6% did *not* mention how flexible their schedule was. Two-thirds (66%) of the employees with flexibility mentioned they could adjust their schedule by 15 or 30 minutes. One-fourth (25%) could adjust their schedule by one hour (60 minutes) or more (Data Table 11).

CHANGE IN TRANSPORTATION

Roughly four out of ten (38%) total sample respondents changed their typical mode of transportation to get to/from work in the past 12 months. For 5% of the sample, this question did not apply, as they did not work at their current location 12 months ago. In the 2002 Baseline survey, slightly more than one-fourth (27%) of the total sample had changed their typical mode of transportation to get to/from work in the past 12 months.

HAVE YOU CHANGED YOUR TYPICAL MODE OF TRANSPORTATION? GRAPH #9



Of those who changed their typical mode of transportation to get to/from work in the 12 months prior to the survey, most (45%) previously drove alone, or rode the bus (29%). The mode of transportation that most respondents switched to was riding the bus (35%), followed by driving alone (33%). Those who previously drove alone to work were statistically more likely to say they switched to riding the bus (58%), and/or riding a bike (14%). Similarly, those who previously rode the bus to work were statistically more likely to say they switched to driving alone (77%). Among the total sample of Group Pass recipients, twice as many respondents' previous choice was driving alone (46%), and twice as many switched to riding the bus (35%).

Table 2 below shows the percent of users who previously used the transportation choice across the top of the table and switched to the choice listed along the side. For example, 77% of those who previously rode the bus switched to using a personal vehicle, and 45% of those who rode a bike switched to commuting in a personal vehicle. In the 2002 Baseline survey, a smaller percent of bus riders switched to commuting in a personal vehicle (63%).

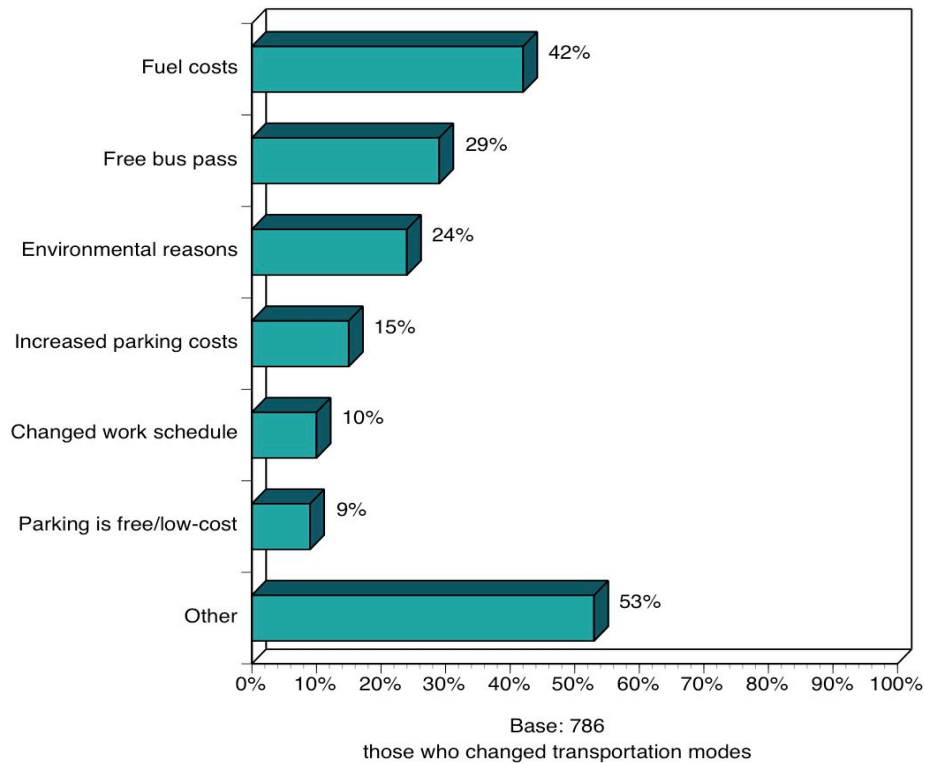
Table 2

SWITCHED TO:	PREVIOUS MODE		
	Bus Riders	Bike Riders	Walkers
	% who switched to	% who switched to	% who switched to
Personal vehicle	77%	45%	29%
Bus		43%	32%
Bike	7%		18%
Carpool from inside household	5%	2%	4%
Carpool from outside household	2%	2%	7%
Walk	3%	9%	

SWITCHED TO:	Personal Vehicle	Carpool	
		<i>From home</i>	<i>Outside home</i>
	% who switched to	% who switched to	% who switched to
Personal vehicle		28%	47%
Bus	58%	50%	29%
Bike	14%	7%	0%
Carpool from inside household	6%		0%
Carpool from outside household	6%	4%	
Walk	2%	6%	0%

Respondents who changed their typical mode of transportation to get to/from work in the past 12 months were asked to share their reasons for changing. Two respondents said they switched to a smaller vehicle due to fuel cost. Fuel cost was the most frequently mentioned reason for changing transportation modes, by 42%. The LTD Group Pass that employees receive as a benefit of the Group Pass Program was the second most frequently mentioned reason respondents changed modes of transportation (29%). Graph #10 on the following page ranks the top reasons for changing modes of transportation for the work commute.

WHY DID YOU CHANGE TRANSPORTATION MODES? GRAPH #10



Other mentions included *work location changed (10%)*, and *lack of adequate bus service or changes in routes (9%)*. Two months prior to the survey, PeaceHealth Oregon Region opened Sacred Heart Medical Center at RiverBend in Springfield. Bus service to RiverBend is not at the same level of service for those who work(ed) at Sacred Heart Medical Center University District.

Among those whose previous mode of transportation was their personal vehicle, 74% changed modes because of *fuel cost*, 50% mentioned the *Free Bus Pass*, 41% mentioned *environmental reasons*, and 29% cited *increased parking costs*.

Those who previously rode a bike for their average week’s work commute said their reasons for switching are the *Free Bus Pass (17%)*, and/or *environmental reasons (weather) (11%)*. Those who previously carpooled with someone from their household for their average work commute said their reasons for switching is a *schedule change (26%)*.

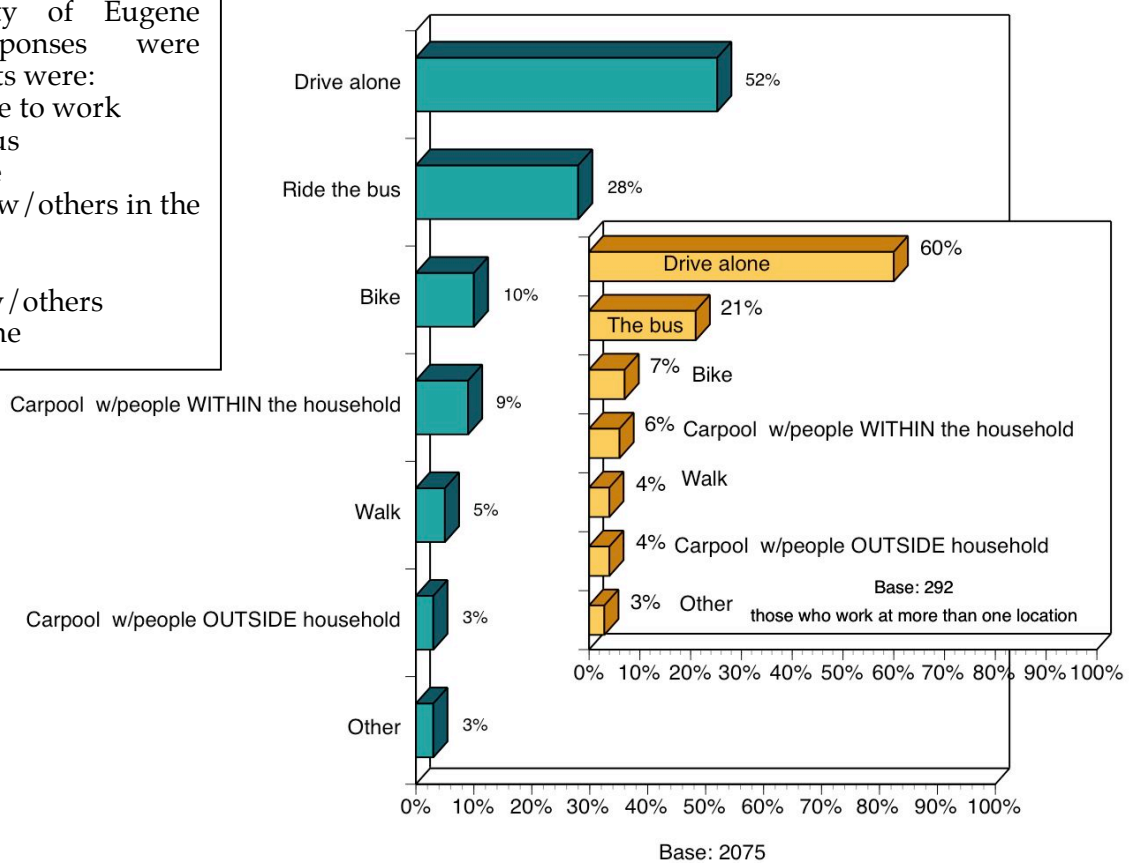
In the 2002 Baseline survey, changing modes of transportation *to save money* was mentioned most frequently (9%), followed by a *change in job location (8%)* and *convenience (8%)*. In 2002, 42% of those who switched modes to save money switched to riding the bus in their average workweek.

MODE OF TRANSPORTATION USED FOR COMMUTING TO WORK

Respondents were asked, for their average work week, what mode of transportation they most commonly use to get to work. On average, 52% of the total sample drove alone to work (SOV - Single Occupant Vehicle). Over one-fourth (28%) of the total sample rode the bus, and 10% rode a bike, 9% carpooled with people from their household. The inset in Graph #11 below shows the percent of the sample that used each mode of transportation to commute to a second work location.

FOR YOUR AVERAGE WORK WEEK WHAT IS YOUR MOST COMMONLY USED MODE OF TRANSPORTATION? GRAPH # 11

When the City of Eugene employee responses were added, the results were:
 56% drove alone to work
 24% rode the bus
 11% rode a bike
 10% carpooled w/others in the household
 5% walked
 3% carpooled w/others outside the home



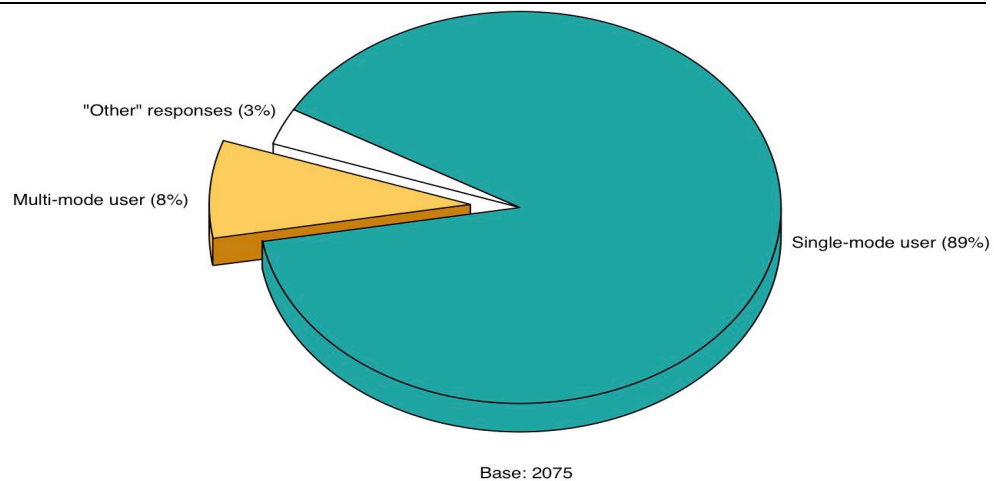
There has been a reduction in the percent of Group Pass recipients who drove alone, and an increase in the percent who used other transportation choices for the work commute. In the 2002 Baseline survey, a higher percent of the sample drove alone to work (60%), and a smaller percent (23%) rode the bus to work, and/or biked (7%), or carpooled with people in their household (7%).

Female respondents were statistically more likely to say their personal vehicle was their most commonly used mode of transportation to get to/from work, as were those between the ages of 51 – 64, those living in Springfield, or live out of the metropolitan area. Those respondents who were statistically more likely to mention they rode the bus in an average week were 18 – 25 years old, and/or male. Those who rode a bike in an average week were statistically more likely to be male, between the ages of 26 – 34, and/or living in Eugene. Those who carpooled with people from their household were statistically more likely to be female, and/or between the ages of 35 - 50. Those who walked to work in an average week were statistically more likely to be between the ages of 18-25, and/or live in Eugene.

SINGLE MODE VERSUS MULTI-MODAL USE

In an average week, roughly nine out of ten (89%) respondents mentioned they used only one mode of transportation to travel to one work location. Roughly one-third (35%) of the sample used transportation other than driving alone to work. Four out of ten (41%) respondents used only their personal vehicle to travel to one work location. Those who drove alone to one work location were statistically more likely to drive alone to a second location. Eight percent (8%) of the sample used more than one mode to commute to work each week.

PERCENT OF SAMPLE USING ONE MODE OR MORE GRAPH # 12



Among those who rode the bus for their work commute, 5% also biked in an average week, 5% also drove alone, 5% also walked, and 4% also carpooled with someone in their household. Among those who drove alone to work, 3% also rode the bus, 1% also biked, and 1% also carpooled with someone from their household.

TIME SPENT COMMUTING

The total sample spent an average of 22 minutes commuting to a first (or only) work location. The average commute was about the same for those who travel to a second work location, 23 minutes. One-fifth (20%) spent 10 minutes or less commuting from home to a first (or only) work location, 21% spent 15 minutes commuting, 19% spent 20 minutes, and 11% spent 30 minutes. There were 4% who spent one hour or more commuting. The longest commute time was 95 minutes for a bus rider.

Those living in Eugene had an average commute time of 20 minutes, while those living in Springfield commuted an average of 21 minutes. Respondents who live on the fringe of the Eugene and Springfield city limits (Veneta, Coburg, Creswell, etc) spent an average of 28 minutes commuting. Respondents who live farther away from the metro area spent an average of 34 minutes commuting.

The shortest average commute time by mode of transportation was 18 minutes, for those who drove alone to work, and the longest average commute time was for bus riders, 32 minutes. See Table 3 below.

Table 3

MODE OF TRANSPORTATION	FIRST (ONLY) WORK SITE (BASE: 2075)		SECOND WORK SITE (BASE: 292)	
	RANGE OF COMMUTE TIME (IN MINUTES)	AVERAGE COMMUTE (IN MINUTES)	RANGE OF COMMUTE TIME (IN MINUTES)	AVERAGE COMMUTE (IN MINUTES)
Personal Vehicle	2 – 90	18	1 – 120	21
Carpool from Household	5 – 80	21	8 – 40	21
Carpool from Outside	5 – 75	24	2 – 90	35
Bus	5 – 95	32	0 – 90	29
Bike	4 – 60	22	0 – 75	19
Walk	3 – 55	20	3 – 45	22

As can be seen in Table 4 below, the commute times in 2008 were very similar to those in the 2002 Baseline Survey. The average commute time of 22 minutes in 2008 was only one minute longer than it was six years ago, when it was 21 minutes.

Table 4

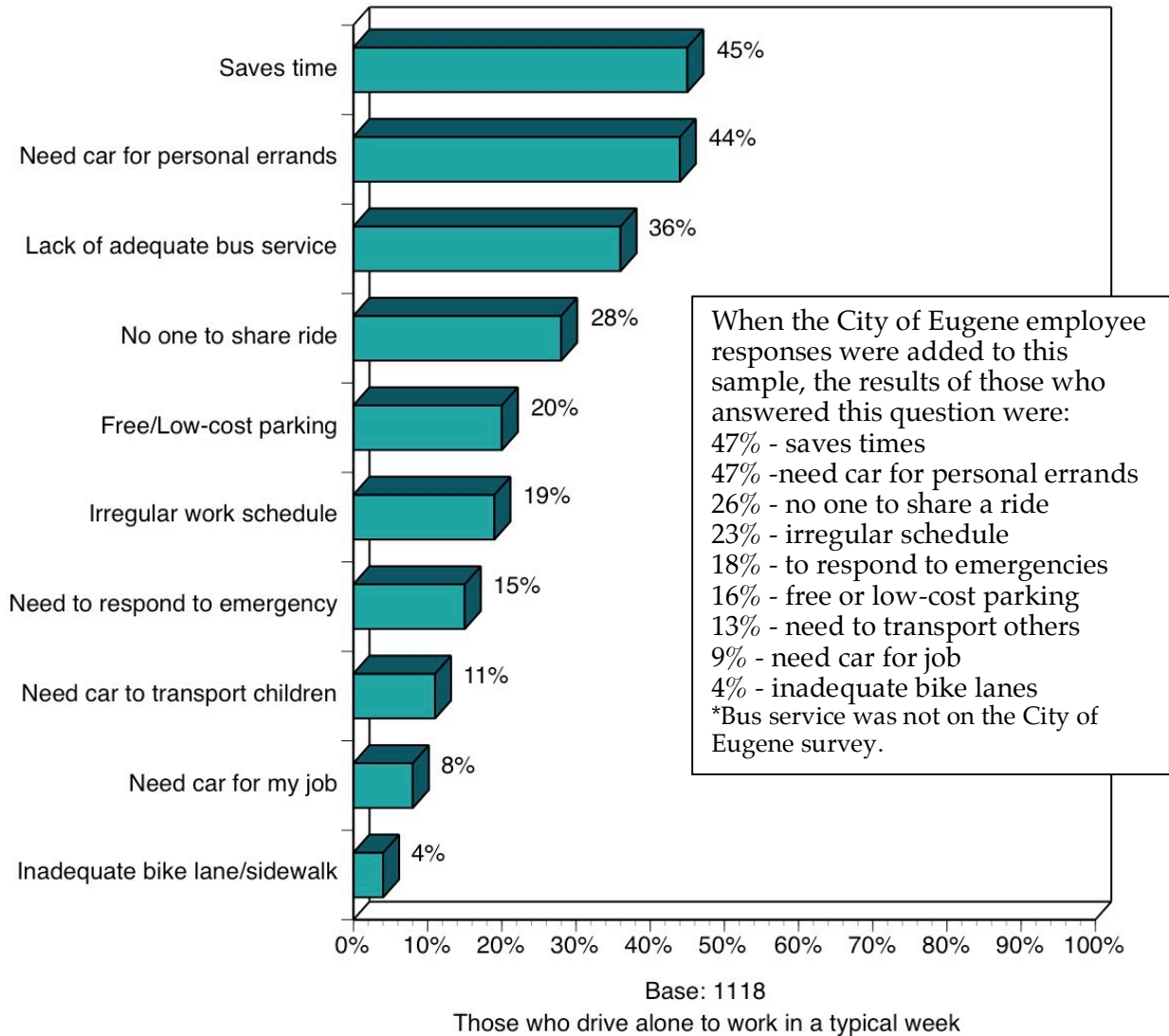
MODE OF TRANSPORTATION	AVERAGE COMMUTE (IN MINUTES)	
	2008	2002
Personal Vehicle	18	19
Carpool from Household	21	18
Carpool from Outside	24	23
Bus	32	29
Bike	22	19
Walk	20	19
WHERE THEY LIVE	2008	2002
Eugene	20	18
Springfield	21	21
Other city	34	33

REASONS CITED FOR DRIVING ALONE TO WORK

Respondents were asked to choose up to three reasons why they usually drove alone to work. Close to one-half (45%) of those who typically drove to work mentioned *saves time*, followed by *need of car for personal errands* (44%), and *lack of adequate bus service* (35%) as their primary reasons for driving alone. Another popular reason was *no one available to share a ride* (28%). In the 2002 Baseline Survey, the top 3 reasons for driving alone to work were *need car for personal errands* (55%), *saves time* (32%), and *irregular work schedule* (20%).

Almost one-half (46%) of the respondents did not answer this question because they typically did not drive alone to work.

REASONS CITED FOR DRIVING ALONE TO WORK, GRAPH # 13

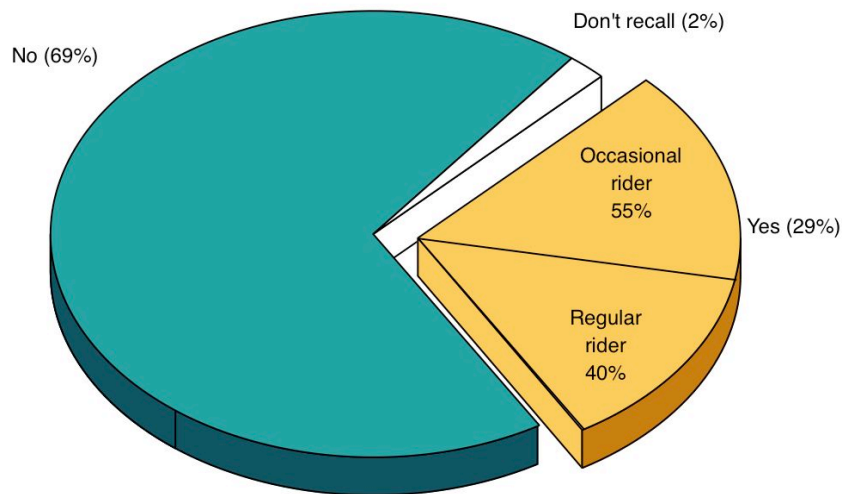


Respondents who drove alone to work in an average week, and used their Group Pass to get to/from work, were statistically more likely to mention *lack of adequate bus service* (44%) as a reason for driving. Respondents who drove alone to work because they *need to transport children*, and/or have *free/low-cost parking* were statistically more likely to say they did **not** use their Group Pass to get to/from work. Those who *need to transport children*, and/or *need to be able to respond to emergencies*, or *need car for job* or *for personal errands* were statistically more likely to say they have **not** changed how they commute to work.

IMPACT OF LTD GROUP PASS ON BUS RIDERSHIP

Roughly three out of ten (29%) respondents indicated they were a bus rider before their employer provided an LTD Group Pass to employees, and 74% of the total sample has used the Group Pass Program benefit to get to/from work. There has been a significant increase in the percent that used their Group Pass to get to/from work since the 2002 Baseline Survey, when it was just more than half the sample (58%).

BUS RIDER BEFORE EMPLOYER PROVIDED FREE LTD BUS PASS, GRAPH #14



Base: 2075

Among the 29% of the sample who rode the bus before they received the LTD Group Pass, 40% were *regular* riders, and 55% were *occasional* riders. The percent of *regular* riders has increased from 34% when the 2002 Baseline Survey was conducted.

Among the *regular* riders, 59% used the bus as their most frequent mode of transportation get to/from work in an average week. This is equal to 7% of the total sample. Those who consider themselves *occasional* riders prior to receiving the free LTD Group Pass were statistically more likely to mention they biked or walked to/from work in an average week.

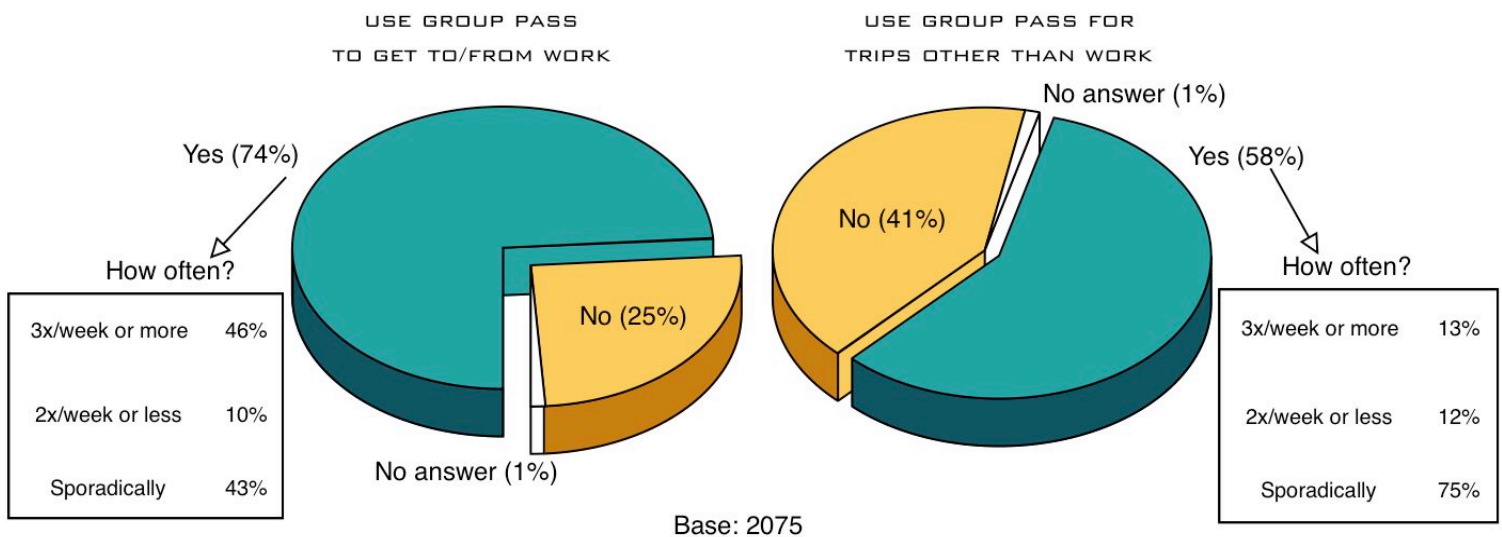
Respondents who were statistically more likely to say they were a bus rider before receiving the LTD Group Pass were those 18 - 34 years old, males, those with household incomes less than \$30,000, and Eugene residents.

Those respondents who typically drove a personal vehicle alone to work were statistically more likely to say *no* they were *not* a bus rider before receiving their LTD Group Pass, that they have *not* used their Group Pass to get to/from work, and have *not* used their Group Pass for trips other than to/from work, and have *not* changed how they commute to work.

Since receiving their LTD Group Pass, roughly three-fourths (74%) of the sample used the Group Pass to get to/from work, and over one-half (58%) used the Group Pass for trips other than for work. When asked how often they use their Group Pass to get to/from work, 46% said *3 times per week, or more*, and 10% said *twice a week, or less*, while 43% rode *sporadically*. Graph #15 below shows the percent of the sample who used their Group Pass to get to/from work, and the percent who used the Group Pass for trips other than work.

When the City of Eugene employee responses were added to this sample, the results were 66% have used their Group Pass to get to work, and 50% have used it for trips other than work.

GROUP PASS USAGE, GRAPH #15



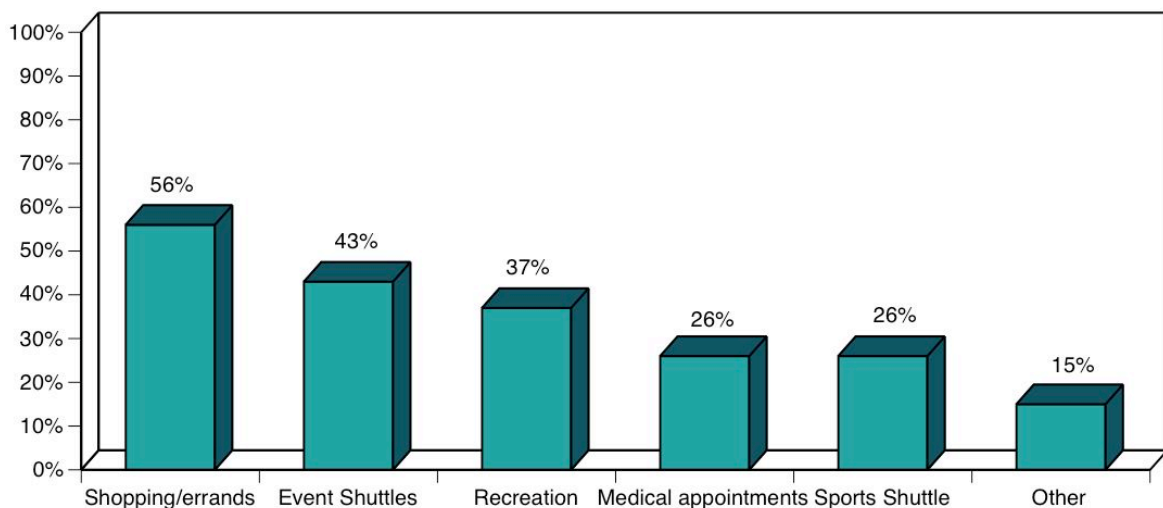
While those respondents whose personal vehicle was their most common transportation choice were statistically more likely to say *no* they have not used the LTD Group Pass, there are close to two-thirds (64%) who indicated they have used the Pass at one time or another to get to work. Those who typically rode a bike or walked in an average week were statistically more likely to have used their LTD Group Pass for trips other than work. Those who were statistically more likely to say they have used the LTD Group Pass to get to/from work at any time are female, between the ages of 51 – 65, and live in Eugene.

It is interesting to note that 7% of the total sample indicated that the bus was their most common mode of transportation to get to/from work in an average week, yet they did not use the LTD Group Pass provided by their employer. For some respondents the Group Pass was *not* provided as a free benefit, and others mention they used their student bus pass.

Over one-half (58%) of the sample used their Group Pass for trips other than for their work commute. Seven out of ten (69%) respondents who used their Group Pass to get to work also used their Group Pass for trips other than for work. Those respondents who have used their Group Pass for trips other than to/from work were statistically more likely to be 26 – 34 years of age, live in Eugene, and/or typically used other transportation options to get to/from work in an average week (bus, bike, walk). When asked how often they used their Group Pass for trips other than to/from work 13% said *three times per week, or more*, 12% used it *twice per week, or less* and 75% used their Group Pass *sporadically*.

Going *shopping/running errands* and attending *community events* were the two most frequently mentioned purposes of the trip when respondents (including City of Eugene employees) used their LTD Group Pass for trips other than to/from work (56% and 43%, respectively). These were the same top two trip purposes among those in the 2002 Baseline Survey who used their Group Pass for trips other than work. Among the *other* mentions, *school* was the most frequently mentioned trip purpose (4%).

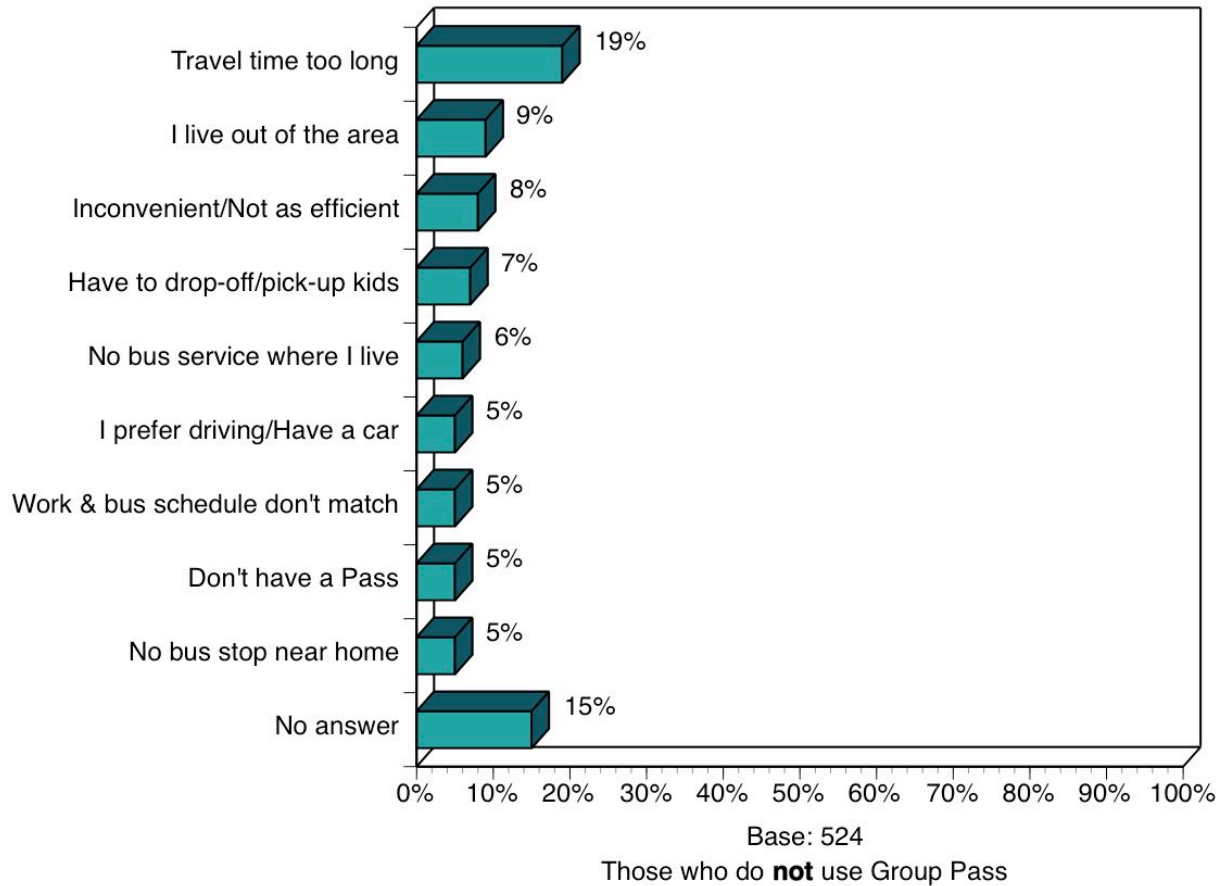
TRIP PURPOSE WHEN USING GROUP PASS OTHER THAN FOR WORK, GRAPH # 16



Base: 1211 + 246 City of Eugene employee sample
Those who use their Pass for trips other than work

Respondents were asked to describe why they have **not** used their LTD Group Pass since receiving it. The most frequently mentioned reasons why the Pass was not used were *commuting time, living out of town, and inconvenience*. Commute time and living out of the area were the top two reasons mentioned in the 2002 Baseline Survey. Graph #17 below ranks the top reasons given by those who did **not** use their Group Pass.

REASONS WHY LTD BUS PASS IS NOT USED, GRAPH #17



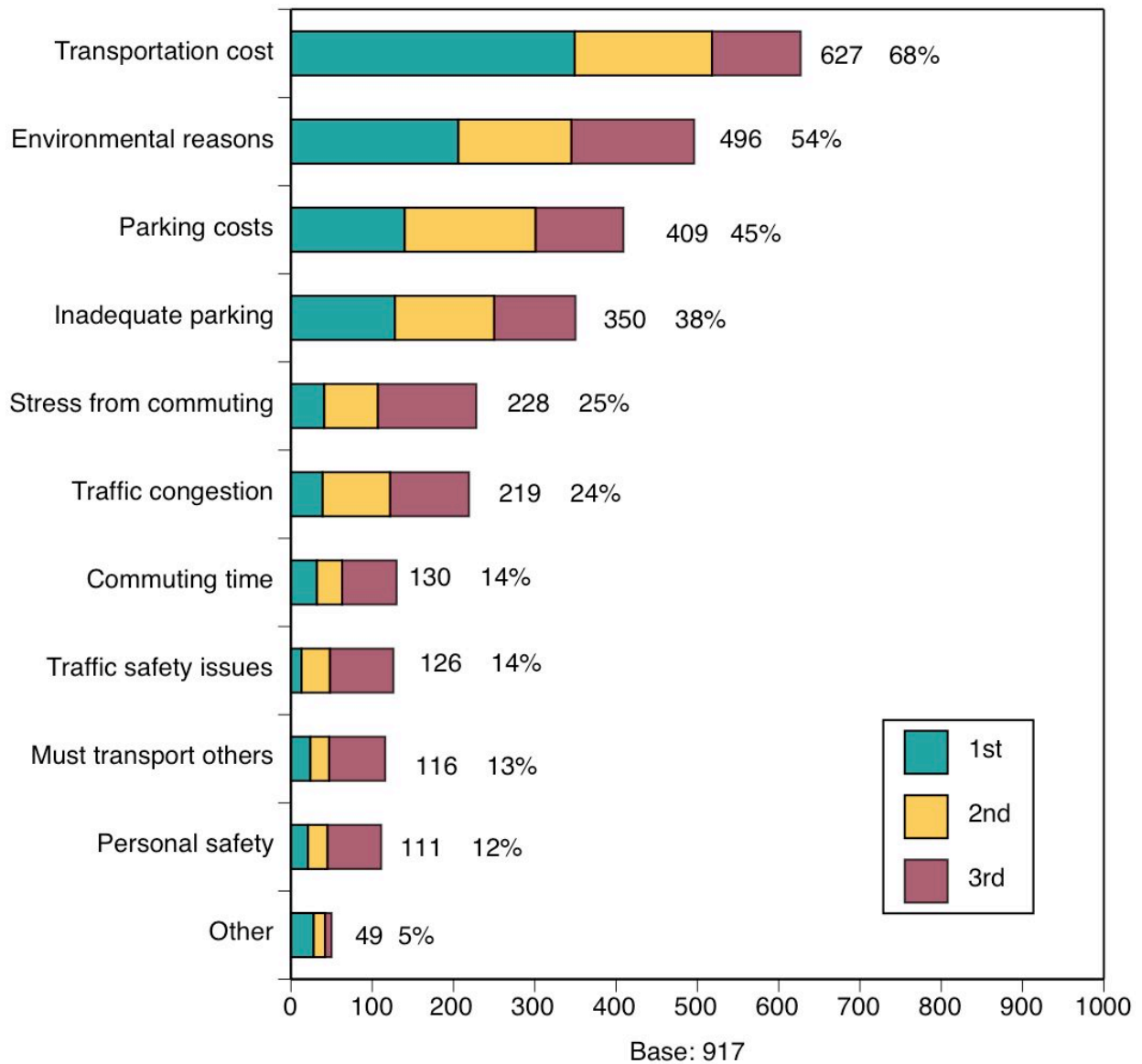
PERCEIVED OBSTACLES TO USING VARIOUS MODES

A series of questions on the survey instrument asked respondents not using each mode choice to identify their top three concerns regarding each choice: *drive alone in car, bus, carpool, bicycle, walking*. (Graphs #18-22). Respondents were given the opportunity to write-in any *other* concern(s) they may have. The following series of graphs reflect respondents' perceived obstacles, or concerns, for each mode choice.

DRIVING ALONE

At least four out of ten (44%) respondents answered the question about driving alone. Twenty percent (20%) said they *would not use* a personal vehicle to commute to work; and 88% identified one or more concerns related to *driving alone in a personal vehicle*. The two most frequently mentioned concerns were *transportation costs* (68%), and *environmental reasons* (54%). Please refer to Data Table 44 for a complete list of responses to this question. In the 2002 Baseline Survey, *environmental reasons* was ranked first, and *transportation cost* second.

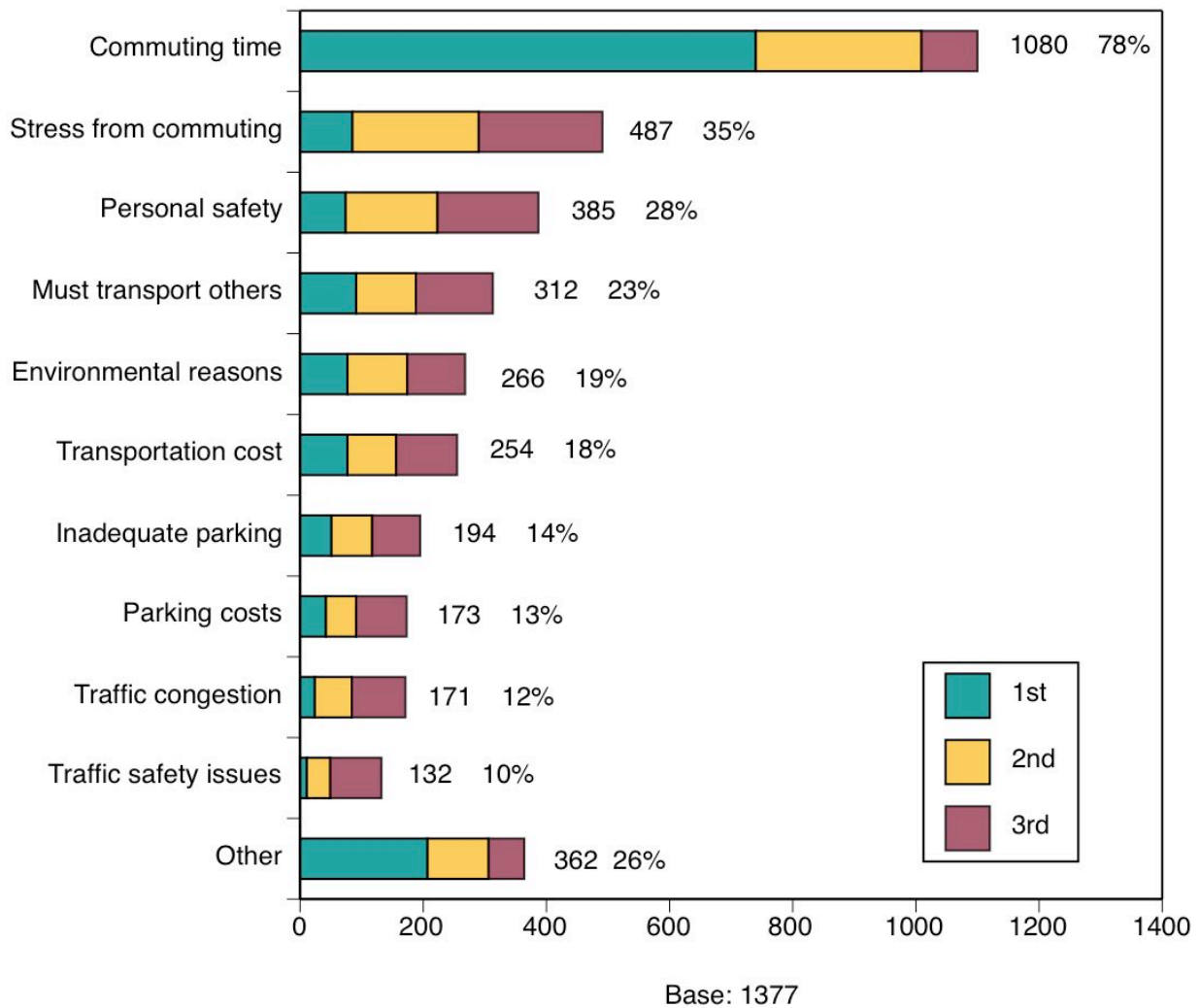
OBSTACLES TO DRIVING ALONE, GRAPH # 18



BUS RIDING

Two-thirds (66%) of the sample answered the question about riding the bus. Ten percent (10%) said they *would not use* the bus to commute to work; and 94% identified one or more concerns related to riding the bus. The most frequently mentioned concern was *commuting time*, mentioned by 78%. The second tier of frequently mentioned concerns about riding the bus were *stress from commuting*, *personal safety*, and *the need to transport others*. The most frequently mentioned *other* concerns were *bus schedule doesn't match work schedule*, *distance to the bus stop*, and *no bus service is available where I live*. Please refer to Data Tables 47 and 48 for a complete list of responses to this question. In the 2002 Baseline Survey, *commuting time* was also the most frequently mentioned concern.

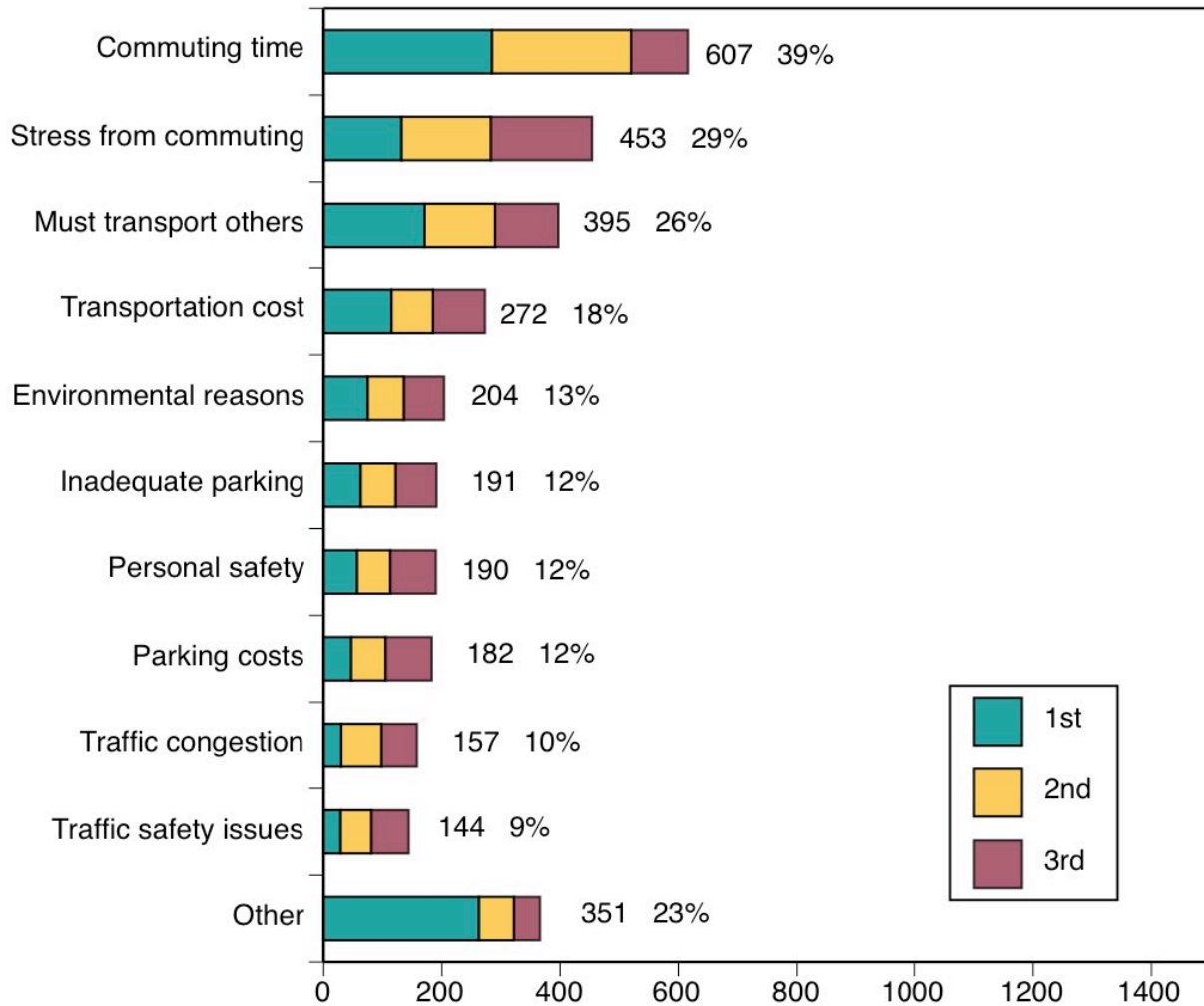
OBSTACLES TO RIDING THE BUS, GRAPH # 19



CARPPOOLING

Three-fourths (75%) of the sample answered the carpooling question. Over one-third (37%) said they *would not use* carpooling to commute to work; and 72% identified one or more concerns related to carpooling. The three most frequently mentioned concerns were *commuting time, stress from commuting, and the need to transport others*. The most frequently mentioned other concerns were *schedule varies, coordinating schedules, and no one lives near me with my schedule*. Please refer to Data Tables 50 and 51 for a complete list of responses to this question. In the 2002 Baseline Survey, *depending on others, and finding someone with the same schedule* were most frequently mentioned.

OBSTACLES TO CARPOOLING, GRAPH #20

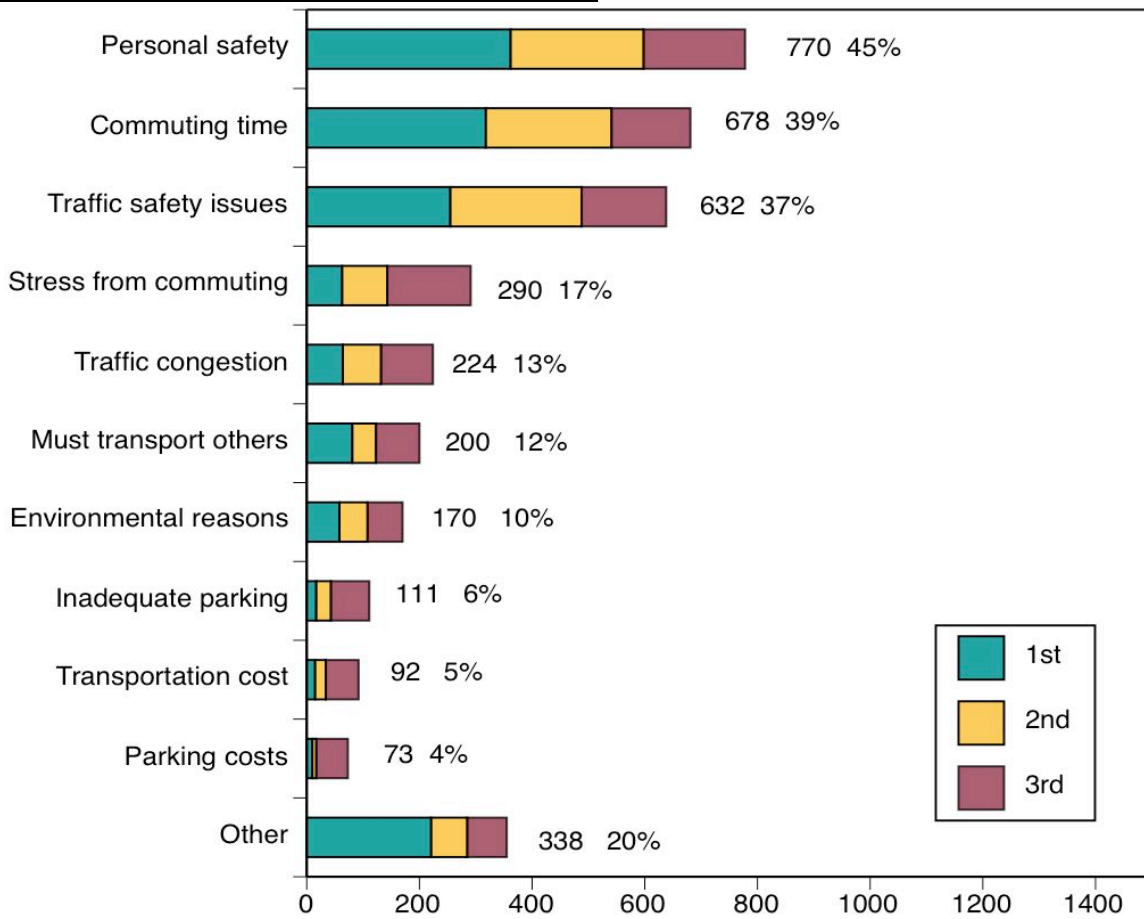


Base: 1547

BIKING

Eight out of ten (83%) respondents answered this question. Over one-third (35%) said they *would not use* a bicycle to commute to work; and 70% identified one or more concerns related to biking to work. The most frequently mentioned concerns regarding biking were *personal safety* (45%), followed by *commuting time* (39%) and *traffic safety issues* (37%). Among the other concerns, *weather* and *distance* were mentioned by 6%, each. Please refer to Data Tables 53 and 54 for a complete list of responses to this question. In the 2002 Baseline Survey, *distance* was most frequently mentioned, followed closely by *weather*.

OBSTACLES TO BIKING, GRAPH #21



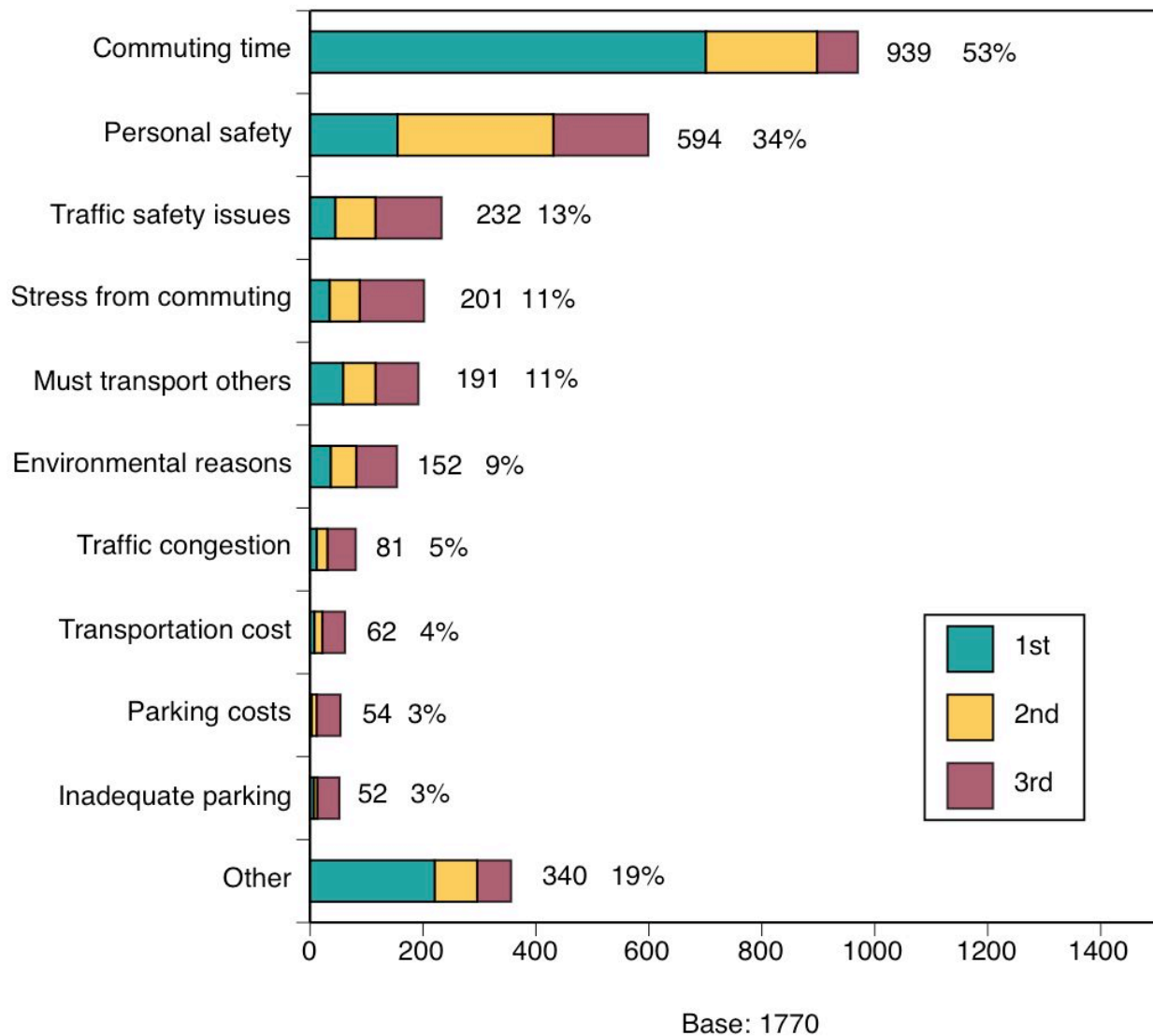
Base: 1727

Eugene has a bikeway system that includes 30 miles of off-street paths, 89 miles of on-street bicycle lanes, and 5 bicycle/ pedestrian bridges spanning the Willamette River. Eugene’s bikeways connect to Springfield’s bike system, the most recent have been connected by a bridge over I-5.

WALKING

At least eight out of ten (85%) total sample respondents answered this question. Four out of ten (40%) said they *would not* walk to commute to work; and 65% identified one or more concerns related to walking to work. The most frequently mentioned concerns were *commuting time* (53%), followed by *personal safety* (34%). Among the other concerns, *distance* was mentioned by 13%. Please refer to Data Tables 56 and 57 for a complete list of responses to this question. In the 2002 Baseline Survey, *distance* was most frequently mentioned, followed by *commuting time*.

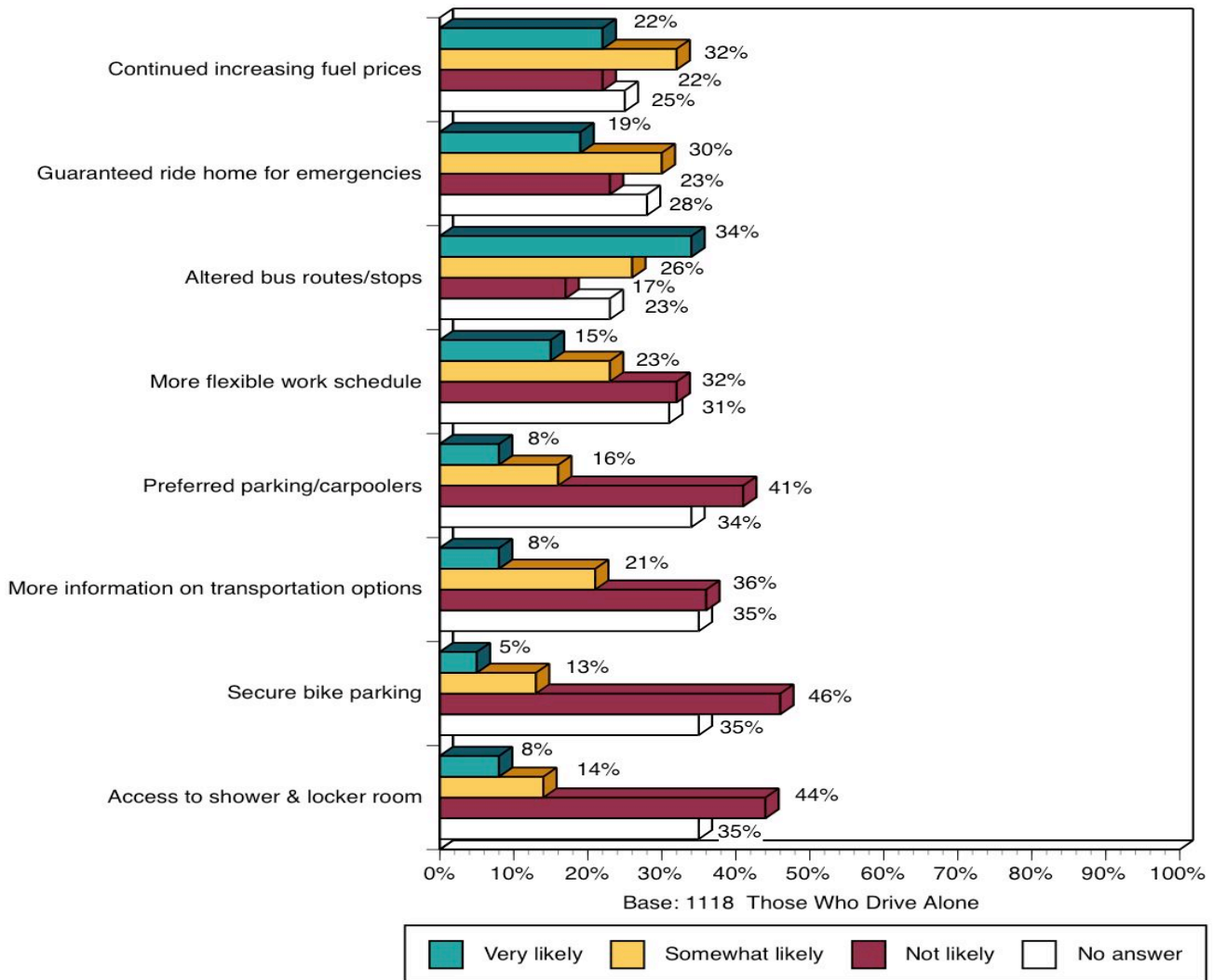
OBSTACLES TO WALKING, GRAPH # 22



**PROPENSITY TO USE OTHER TRANSPORTATION CHOICES
GIVEN VARIOUS INCENTIVES**

Respondents who used a personal vehicle to drive to work were asked how likely they would be to use other transportation options to commute to work if certain incentives were provided. Six out of ten (60%) of those who drove to work would be *very or somewhat likely* to consider using the bus if there were *altered bus routes and/or stops*, and 54% said they would be *very or somewhat likely* to use other transportation if *fuel prices continue rising*. As can be seen in Graph #23, the incentives with the least likelihood of encouraging use of other transportation were *secure bike parking* and *access to a shower and locker room* (46% and 44% not at all likely); most likely due to the distance involved in commuting for many of the respondents.

INCENTIVE FOR USING OTHER TRANSPORTATION, GRAPH #23



2008 COMPREHENSIVE GROUP PASS PROGRAM EMPLOYEE SURVEY

1. Have you completed an employee transportation survey in the past? Yes No Not Sure
2. Where do you work? (show list of employers and locations where applicable)
3. Does your work site location change? Yes No Sometimes
4. When do you normally arrive and leave work? Arrive At Work _____ Leave Work _____
If you work at more than one location, when do you normally arrive and leave your *other* location?
 Arrive At Work _____ Leave Work _____
5. Which days of the week do you work? If you work a traditional **Monday – Friday** work week then you can select the first box only. Otherwise, please check the box for each day you work.

Mon-Fri	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Can you adjust your work schedule for commuting purposes? Yes, by how many minutes? _____
 No
7. Have you changed your **typical** mode of transportation to get to/from work in the past 12 months?
 Yes No – SKIP to Question 8
- 7b What was your **previous** mode of transportation? (*Check all those that apply below*)
 Carpool w/people **outside** your household Drive alone Bus Bike Walk Other
 Or **within** your household
- 7c To which transportation mode did you **switch**?
 Carpool w/people **outside** your household Drive alone Bus Bike Walk Other
 within your household
- 7d Why did you change transportation modes? (*Check all those that apply below*)
 Fuel costs Free bus pass Changed work schedule
 Increased parking costs Environmental reasons Parking is free/low-cost
 Other _____
8. For your **AVERAGE workweek**, what is your most commonly used mode of transportation to get to work?
 Carpool w/people **outside** your household Drive alone Bus Bike Walk Other
 Or **within** your household
If you work at more than one location, what is your most commonly used mode to get to the *other* site?
 Carpool w/people **outside** your household Drive alone Bus Bike Walk Other
 Or **within** your household
- 8b How many minutes does this mode of transportation take you to get from home to work? _____
If you work at more than one location, how many minutes does it take to get from home to the *other* site? _____
If you usually drive alone to work please continue with Question 9 below.
If you ride with others, bus, bike or walk to work, please continue with Question 10.
9. If you usually drive alone to work, please check up to three (3) of the following reasons that are most important to you in deciding how you travel to work. (*Please read all choices before selecting.*)

<input type="checkbox"/> Car is required for my job	<input type="checkbox"/> Irregular work schedule	<input type="checkbox"/> Free/low-cost parking
<input type="checkbox"/> No one available to share ride	<input type="checkbox"/> Saves time	<input type="checkbox"/> Inadequate bike lanes/sidewalks
<input type="checkbox"/> Need to be able to respond to emergencies	<input type="checkbox"/> Need car to transport children	<input type="checkbox"/> Need car for personal errands during, before or after work

 Other reason (*please specify*) _____
10. Were you a bus rider before your employer provided a LTD Group Bus Pass benefit? Yes No
- 10b **If yes**, were you a: Regular rider **or** Occasional rider?
11. Have you used your LTD Group Bus Pass benefit to get to/from work at any time? Yes No
 11b **If yes, how often?** 3 times per week, or more 2 times per week, or less Sporadically
 11c **If no, Why not?** (please describe) _____

12. Have you used your LTD Group Bus Pass for trips **other than** to/from work? Yes No
 12b **If yes, How often?** 3 times per week, or more 2 times per week, or less Sporadically
 12c **For what purpose(s)?** (check all those that apply from the list below)
 Event Shuttles (fairs, etc) Sports shuttle
 Medical appointments Recreation
 Shopping/errands Other (specify) _____

13. Please rank your top three concerns regarding each mode of transportation by choosing the relevant item letters (A-K) from the list on the right.
 If you would not use a transportation mode, please mark the first box.

Mode of Transportation	Would Not Use	Biggest Concern	2nd Biggest Concern	3rd Biggest Concern
Drive Alone in Car	<input type="checkbox"/>	_____	_____	_____
Bus	<input type="checkbox"/>	_____	_____	_____
Carpool	<input type="checkbox"/>	_____	_____	_____
Bicycle	<input type="checkbox"/>	_____	_____	_____
Walking	<input type="checkbox"/>	_____	_____	_____

- ITEM LETTER**
 (A) Transportation cost
 (B) Parking costs
 (C) Inadequate parking
 (D) Stress from commuting
 (E) Traffic congestion
 (F) Traffic safety issues
 (G) Commuting time
 (H) Personal safety
 (I) Environmental reasons
 (J) Must transport others
 (K) Other _____

14. **If you usually drive alone to work**, how likely is it that you would begin using a **different form of transportation**, such as bus, carpool, bicycle, etc. if you had: (Place a check mark under appropriate column)

	Very Likely To Use	Somewhat Likely	Not Likely
Continued increasing fuel prices	_____	_____	_____
A guaranteed ride home for emergencies	_____	_____	_____
Altered bus routes and/or stops	_____	_____	_____
A more flexible work schedule	_____	_____	_____
Preferred parking for carpoolers	_____	_____	_____
More information on transportation options	_____	_____	_____
Secure bicycle parking	_____	_____	_____
Access to a shower & locker room	_____	_____	_____
Other (specify) _____	_____	_____	_____

15. In which city do you live? Eugene Springfield Coburg Creswell Cottage Grove
 Dexter Elmira Harrisburg Junction City Pleasant Hill Veneta Other _____

16. How many licensed drivers are in your household? _____
 17. How many cars or other vehicles are available in your household? _____

The following demographic questions are optional and used for statistical purposes.

18. Are you: Female Male
 19. Your age group: 18-25 26-34 35-50 51-64 65+over
 20. What is your approximate **household** income (before taxes)?
 Less than \$5,000 \$20,000-\$29,999 \$50,000-\$59,999
 \$5,000-\$9,999 \$30,000-\$39,999 \$60,000-\$69,999
 \$10,000-\$19,999 \$40,000-\$49,999 \$70,000 and over
 21. What is your ethnic group or race? (choose as many as apply)
 African American or Black Chicano, Hispanic or Latino Multi or Bi-racial
 American Indian or Alaska Native Native Hawaiian/Other Pacific Islander
 Asian White or Caucasian Other _____

Thank you for taking the time to complete this survey.

Please use the space below for additional comments.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: LEGISLATIVE UPDATE

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: LTD has three high priority revenue items before the Oregon State Legislature. The status of these items is as follows:

- Elderly and Disabled (E&D) Transportation Funding (HB 2069): The quest for funding for elderly and disabled transportation has taken several turns during the course of the session. The option to increase the cigarette tax was scuttled by the federal cigarette tax increase of 61 cents. The best bet at this point appears to be HB 2069, which would place a cap on medical deductions for senior citizens, and use a portion of those funds on elderly and disabled transportation.
- West Eugene EmX Funding (HB 2396): LTD's request for lottery bonds for the West Eugene EmX has proceeded to the final step and is now competing with other lottery requests before the Joint Ways and Means Committee. Several community leaders have contacted local legislators expressing their support for the project. It is likely that lottery funding decisions will be made near the end of the session.
- Payroll Tax (SB 34): This bill has been approved by the legislature and awaits signature by the governor. The bill allows for the payroll tax to be increased to a maximum of .008. The increase can only be made after "the board makes a finding that the economy in the district has recovered to an extent sufficient to warrant the increase in tax," must be phased in over 10 years, and can only be increased by .0002 in any one year.

It is still expected that the session will end by June 30, 2009. In fact, there is speculation that the session could close as early as June 20, 2009. The Board will be provided a complete report on the 2009 Legislative Session after the session ends.

ATTACHMENT: None.

PROPOSED MOTION: None.

AGENDA ITEM SUMMARY

DATE OF MEETING: June, 17 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: May 2009 Performance Reports
April 2009 RideSource Activity and Productivity Report

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 17, 2009

ITEM TITLE: ROSA PARKS MULTIUSE PATH HISTORICAL PROJECT

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

ACTION REQUESTED: None. Information only.

BACKGROUND: In 2010 Springfield will celebrate its 125th anniversary and Lane Transit District will celebrate its 40th anniversary. LTD, the City of Springfield, and the Springfield Chamber of Commerce have started discussing ways to partner on a project that would provide the Springfield community with a way to remember these significant milestones and, more importantly, the people who played a significant role in shaping Springfield.

While discussions are in an early stage, time is of the essence. Planning for a commemorative piece will take time and requires fundraising. One idea is to place a piece or pieces along the Rosa Parks multiuse path that runs along Pioneer Parkway. If this location is selected, there is an opportunity to take advantage of LTD's Gateway EmX Extension construction to address potential electrical or water needs of the project. This work can be more easily accommodated during 2010 construction; however, the time to create a plan, gain necessary approvals, and execute the plan will be here before long.

Springfield Chamber of Commerce Executive Director Dan Egan is taking the lead during this early stage. Dan's passion for this project stems from past discussions of a similar project at the Springfield Depot, but Dan is quick to point out that a project of this magnitude will require active participants from the City, Springfield Chamber, and LTD. Dan is researching other historical projects to compile a list of possibilities, and he hopes to begin the discussion by forming an oversight committee in the near future. LTD Board participation on this committee will be expected.

ATTACHMENTS: None.

RESULTS OF RECOMMENDED ACTION: None.

PROPOSED MOTION: None.