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Register-Guard* for publication
on July 9, 2009.

LANE TRANSIT DISTRICT INFORMATIONAL PACKET FOR BOARD OF DIRECTORS

(REGULAR BOARD MEETING CANCELED)

July 30, 2009

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AGENDA ITEM SUMMARY

DATE: July 30, 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 and to provide your summer and fall vacation dates.

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

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE: July 30, 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. **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. The last meeting was held on July 9 and included a discussion of recent legislation requiring climate change planning by Metropolitan planning Organizations (MPOs), an update on programming for FY 2010 STP-U funding that is expected to take place in August, and an overview of MPO planning expenses.

NO MEETINGS HELD

1. **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 next meeting is scheduled for August 13 and will focus on a review of the conceptual engineering designs for each alternative alignment.

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 August 25.
3. **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 next meeting is scheduled to be held on Tuesday, September 1.
4. **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. An LTD representative did not attend the June 25 meeting as the agenda did not include items of specific interest to the District. The next meeting is scheduled to be held on September 24.
5. **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.
6. **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.

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AGENDA ITEM SUMMARY

DATE: July 30, 2009

ITEM TITLE: PRELIMINARY JUNE 2009 FINANCIAL REPORT

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

ACTION REQUESTED: Information only

BACKGROUND: Attached for your review is the preliminary financial report for the fiscal year that ended on June 30, 2009. As many Board members are aware, LTD is required by statute to make a financial report available to its Board on or before July 31 for the previous fiscal year. As previously reported, the intent of this statute appears to ensure that boards get at least one financial report per year. It is impossible for even the smallest of properties to provide audited or even final results in the time allowed. Therefore, LTD has met the letter of the law by providing preliminary results and will follow up with audited reports when the independent audit work has been completed.

Remaining transactions and adjustments include depreciation of assets, year-end accruals for vacation and sick leave, year-end revenue accruals, and various expense adjustments. These transactions will not materially impact the income statements.

While the information, when final, will be covered with the Board in detail, some preliminary observations are offered at this time.

General Fund Revenue

Passenger fare revenue was \$379,000 more than anticipated by the FY 2008-09 budget, and 3.4 percent more than the previous year. Ridership remained strong through the first half of the year, but declined in the second half of the year. June ridership was down significantly compared to the previous year. However, June 2009 is not truly comparable to June 2008 because the Olympic Track and Field Trials held in Eugene in 2008 boosted boardings significantly.

Group pass revenue exceeded budget expectations for the fiscal year by \$179,000. Revenue increased 6.2 percent over FY 2007-08.

Payroll tax revenue finished the fiscal year below budget (cash basis) by almost \$2.9 million. The relatively rapid decline of the local economy in FY 2008-09 resulted in receipts that were 1.6 percent lower than those

for FY 2007-08. Additional tax revenue will be accrued before FY 2008-09 records are audited. Total payroll tax receipts include the increase in tax rate from 6.4 tenths of one percent to 6.5 tenths of one percent that was effective January 1, 2009.

Self-employment tax revenue (cash basis) was also affected by the recession and fell short of the total anticipated by the budget by about \$141,000, a 10 percent reduction over FY 2007-08 results.

State-in-lieu-of tax revenue (accrual basis) was as anticipated by the budget and 4 percent more than for the previous fiscal year.

Interest income continued to decline due to falling rates of return and decreasing cash available for investment. As a result, interest earnings were \$222,000 under budget and 55.1 percent less than the prior year. As of June 2009, the Local Government Investment Pool (LGIP) was paying .95 percent, down from 3.15 percent in June 2008 and 5.25 percent reported in June 2007.

General Fund Expense

As previously noted, year-end accruals for personnel services expenses have not yet been posted. However, **administration wages** increased by a net 9.1 percent in FY 2008-09. **Amalgamated Transit Union employee wages** grew by 7.1 percent over the previous year. Both ATU-represented employee wages and administrative employee wages were below budget for the year. The positive budget variance in this expense category allowed Lane Transit District to make a supplemental payment of \$475,000 to the Amalgamated Transit Union employee pension plan in June and a supplemental payment to the administrative employee pension plan of \$225,000. Both payments were included in the FY 2009-10 adopted budget but were made in the previous fiscal year in order to maximize the effect on the next actuarial evaluations of both plans.

Diesel fuel was budgeted at \$3.75 per gallon, and, when prices hit \$4.20 per gallon in early July 2008, it was feared that this critical expenditure might have been under budgeted. However, fuel prices started drifting downward after the July peak, possibly affected by worsening worldwide economic conditions. The average price per gallon for the fiscal year was \$2.17, down from \$2.92 in FY 2007-08 and the same as for FY 2006-07. The low price for the fiscal year occurred on March 12, 2009, at \$1.11 per gallon. Since then, prices have risen and then fallen, but have remained below \$2.00 per gallon. In order to control fuel prices in FY 2009-10, 420,000 gallons of fuel were purchased at a delivered price of \$1.68 per gallon and stored in Coos Bay in FY 2008-09. As prices fluctuate favorably, LTD may try to take advantage of additional storage capacity available. LTD uses about one million gallons of diesel fuel per

fiscal year, and stored fuel has a shelf life of approximately eighteen months.

All of the **transfers to capital** in FY 2008-09 were made in accordance with the adopted budget and also with the Long-Range Financial Plan. **Transfers to the Commuter Solutions and Accessible Services Funds** were also according to plan.

General Fund program categories as a group finished the fiscal year under budget, and all programs either essentially met budget or under spent versus budget.

Other Funds

The **Commuter Solutions and Accessible Services Funds** finished FY 2008-09 generally as anticipated by the budget.

The **Capital Projects Fund** currently shows a deficit of \$484,000, because grant revenue has not yet been posted for June 2009. The temporary deficit will be eliminated before FY 2008-09 is finally closed and audited. The fund spent significantly less than was appropriated due to the need to fully appropriate budgets for projects receiving federal grant funds, regardless of when the projects were scheduled for completion. There was also a budgeted capital contingency of \$11.5 million that was not tapped. The single largest expenditure in this fund in FY 2008-09 was for the Gateway EmX Extension project, which broke ground in the latter half of the year. The project was budgeted at \$29,950,000 in FY 2008-09. About \$6.5 million was spent in that year.

In summary, Lane Transit District finished FY 2008-09 in stable financial condition due to the ability to offset significantly lower payroll tax receipts with fuel savings and other cost containment and reduction measures. Without the availability of American Recovery and Reinvestment Act funds, the persistence of the local recession would have required significant service reductions in the fall of 2009. Stimulus funds, staff reductions, and other short-term measures have delayed the service cut consideration, but not eliminated it. The Long-Range Financial Plan now anticipates the need for some combination of revenue additions and/or expenditure reductions in FY 2011-12 in order to sustain current levels of fixed-route service.

ATTACHMENT:

Attached are the following financial reports for Board review:

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

d. Capital Projects Fund

3. Income Statements

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

PROPOSED MOTION: None

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Lane Transit District
Operating Financial Report
For the Fiscal Period Ending 6/30/2009 With Comparisons to Prior Year to Date
Current Year: 2008-2009
Unaudited

	Prior YTD 07-08	Adopted Budget	YTD Actual	% Budget	% Over Last Year
Revenues & Other Sources					
Passenger Fares	4,317,393	4,086,500	4,465,802	109.3%	3.4%
Group Pass	1,805,198	1,941,500	2,120,727	109.2%	17.5%
Advertising	330,928	330,000	351,296	106.5%	6.2%
Special Service	867,500	681,600	700,429	102.8%	-19.3%
Miscellaneous	194,563	156,200	224,557	143.8%	15.4%
Total Operating	<u>7,515,582</u>	<u>7,195,800</u>	<u>7,862,811</u>	109.3%	4.6%
Payroll Tax (cash basis)	23,391,571	25,905,600	23,027,137	88.9%	-1.6%
Self-employment Tax (cash basis)	1,627,555	1,605,900	1,464,942	91.2%	-10.0%
State-in-Lieu (accrued basis)	1,432,590	1,488,400	1,490,097	100.1%	4.0%
Operating Grants	86,324	440,000	167,068	38.0%	93.5%
Total Taxes & Grants	<u>26,538,040</u>	<u>29,439,900</u>	<u>26,149,244</u>	88.8%	-1.5%
Interest Income	686,566	530,000	308,184	58.1%	-55.1%
Sale of Assets	41,925	2,000	11,955	597.8%	-71.5%
Transfer from Commuter Solutions Fund	-	-	55,392	N/A	N/A
Total Revenues & Other Sources	<u>34,782,113</u>	<u>37,167,700</u>	<u>34,387,586</u>	92.5%	-1.1%
Expenditures & Other Uses					
Personnel Services					
Administration	7,765,878	8,727,380	8,553,918	98.0%	10.1%
Administration - Contra Payroll	(1,431,320)	(1,538,780)	(1,643,967)	106.8%	14.9%
Administration - Net	6,334,558	7,188,600	6,909,951	96.1%	9.1%
Contract	16,893,176	19,561,700	18,100,250	92.5%	7.1%
Total Personnel Services	<u>23,227,734</u>	<u>26,750,300</u>	<u>25,010,201</u>	93.5%	7.7%
Materials & Services					
General Administration	132,193	184,100	141,098	76.6%	6.7%
Government Relations	116,261	140,100	127,921	91.3%	10.0%
Finance	63,320	95,400	62,579	65.6%	-1.2%
Information Technologies	404,817	532,000	433,510	81.5%	7.1%
Human Resources	193,643	324,800	144,088	44.4%	-25.6%
Service Planning	5,880	15,000	9,607	64.0%	63.4%
Marketing	385,490	402,500	326,221	81.0%	-15.4%
Graphics	12,911	19,800	13,782	69.6%	6.7%
Accessible Services	-	14,000	6,521	46.6%	N/A
Planning & Development	12,830	19,700	18,417	93.5%	43.5%
Commuter Solutions	-	-	-	N/A	N/A
Facilities Services	880,984	957,600	790,309	82.5%	-10.3%
Transit Operations	716,679	755,100	591,766	78.4%	-17.4%
Customer Service Center	20,141	29,600	14,199	48.0%	-29.5%
Maintenance	4,065,425	5,290,900	3,359,759	63.5%	-17.4%
Insurance / Liability Costs	851,032	1,099,400	1,092,929	99.4%	28.4%
Commuter Solutions Transfer	5,000	5,000	5,000	100.0%	0.0%
Accessible Services Transfer	2,104,654	2,378,700	2,115,401	88.9%	0.5%
Capital Transfer	2,211,600	1,752,000	1,752,000	100.0%	-20.8%
Total Materials & Services	<u>12,182,860</u>	<u>14,015,700</u>	<u>11,005,107</u>	78.5%	-9.7%
Total Expenditures & Other Uses	<u>35,410,594</u>	<u>40,766,000</u>	<u>36,015,308</u>	88.3%	1.7%
Excess (Deficiency) of Revenues Over Expenditures	<u>(628,481)</u>	<u>(3,598,300)</u>	<u>(1,627,722)</u>		-159.0%
Net to Fund	<u>(628,481)</u>	<u>(3,598,300)</u>	<u>(1,627,722)</u>		-159.0%



Lane Transit District
General Fund
Comparative Balance Sheets
June 30, 2009 and 2008
Unaudited

	Current Balance	Balance 06/30/08
ASSETS		
Cash & Investments	\$ 8,132,633	\$ 11,507,398
Receivables	1,388,741	867,234
Accrued Payroll Taxes Receivable	5,704,600	5,704,600
Due from Other Governments	435,380	393,583
Due from Other Funds	-	55,392
Inventory of Parts and Supplies	1,838,344	1,029,012
Prepaid Expenses	349,684	260,864
VRC Lease	8,333	8,333
Property, Plant and Equipment Net of Accumulated Depreciation	87,082,507	87,082,507
Total Assets	\$ 104,940,223	\$ 106,908,923
LIABILITIES		
Accounts Payable	\$ (13,484)	\$ 467,376
Accrued Payroll Related Payable	1,007,811	894,871
Unearned Revenue	61,892	58,815
Liability Claims/Other Payable	524,012	500,148
CAL/Sick Accrual	3,078,008	3,078,008
Total Liabilities	4,658,239	4,999,218
FUND BALANCE		
Investment in Fixed Assets	34,093,359	34,093,359
Reserved for Long-Term Lease	8,333	8,333
Contributed Capital	62,822,838	62,822,838
Fund Balance Restricted to Assets	96,924,530	96,924,530
Fund Balance	4,985,175	7,876,534
Excess (Deficiency) of Revenues Over Expenditures	(1,627,722)	(2,891,359)
Ending Fund Balance	3,357,453	4,985,175
Total Reserves & Fund Balances	100,281,983	101,909,705
Total Liabilities & Fund Balance	\$ 104,940,223	\$ 106,908,923



Lane Transit District
Commuter Solutions Fund
Comparative Balance Sheets
June 30, 2009 and 2008
Unaudited

	Current Balance	Balance 06/30/08
ASSETS		
Cash & Equivalents	\$ 149,374	\$ -
Receivables	<u>7,000</u>	<u>437,064</u>
Total Assets	<u>\$ 156,374</u>	<u>\$ 437,064</u>
LIABILITIES		
Accounts Payable	\$ 10,322	\$ 11,534
Due to Other Funds	<u>-</u>	<u>55,392</u>
Total Liabilities	<u>10,322</u>	<u>66,926</u>
RESERVES & BALANCES		
Fund Balance	370,138	423,452
Excess (Deficiency) of Revenues Over Expenditures	<u>(224,085)</u>	<u>(53,314)</u>
Ending Fund Balance	<u>146,053</u>	<u>370,138</u>
Total Liabilities & Fund Balances	<u>\$ 156,375</u>	<u>\$ 437,064</u>



**Lane Transit District
Accessible Services Fund
Comparative Balance Sheets
June 30, 2009 and 2008
Unaudited**

	Current Balance	Balance 06/30/08
ASSETS		
Cash & Investments	\$ 596,337	\$ 259,799
Receivables	168,745	429,632
Grants Receivable	124,212	529,520
Total Assets	<u>\$ 889,294</u>	<u>\$ 1,218,951</u>
LIABILITIES		
Accounts Payable	\$ 205,819	\$ 628,849
Unearned Revenue	278,061	61,088
Total Liabilities	<u>483,880</u>	<u>689,937</u>
RESERVES & BALANCES		
Fund Balance	529,014	80,911
Excess (Deficiency) of Revenues Over Expenditures	<u>(123,599)</u>	<u>448,103</u>
Ending Fund Balance	<u>405,415</u>	<u>529,014</u>
Total Liabilities & Fund Balances	<u>\$ 889,295</u>	<u>\$ 1,218,951</u>



Lane Transit District
Capital Projects Fund
Comparative Balance Sheets
June 30, 2009 and 2008
Unaudited

	Current Balance	Balance 06/30/08
ASSETS		
Cash & Investments	\$ 3,286,995	\$ 2,965,483
Accounts Receivable	34,486	19,076
Grants Receivable	<u>193,249</u>	<u>2,908,955</u>
Total Assets	<u>\$ 3,514,730</u>	<u>\$ 5,893,514</u>
LIABILITIES		
Accounts Payable	\$ 865,962	\$ 953,867
Retainage Payable	128,718	-
Note Payable	<u>3,004,531</u>	<u>3,004,531</u>
Total Liabilities	<u>3,999,211</u>	<u>3,958,398</u>
RESERVES & BALANCES		
Fund Balance	1,935,115	2,159,676
Excess (Deficiency) of Revenues Over Expenditures	<u>(2,419,596)</u>	<u>(224,561)</u>
Ending Fund Balance	<u>(484,481)</u>	<u>1,935,115</u>
Total Liabilities & Fund Balances	<u>\$ 3,514,730</u>	<u>\$ 5,893,514</u>



**Lane Transit District
General Fund
Schedule of Resources and Requirements
For the Period 6/1/2009- 6/30/2009
Unaudited**

	Annual Budget	Current Month			Year to Date		
		Budget	Actual	Variance	Budget	Actual	Variance
Resources							
Beginning Working Capital	6,006,000	-	-	-	6,006,000	6,492,800	486,800
Passenger Fares	4,086,500	343,210	372,618	29,408	4,086,500	4,465,802	379,302
Group Pass	1,941,500	170,000	17,411	(152,589)	1,941,500	2,120,727	179,227
Advertising	330,000	21,000	22,000	1,000	330,000	351,296	21,296
Special Service	681,600	6,200	-	(6,200)	681,600	700,429	18,829
Miscellaneous	156,200	12,870	7,816	(5,054)	156,200	224,557	68,357
Payroll Tax (cash basis)	25,905,600	300,000	108,800	(191,200)	25,905,600	23,027,137	(2,878,463)
Self-employment Tax (cash basis)	1,605,900	29,500	-	(29,500)	1,605,900	1,464,942	(140,958)
State-in-Lieu (accrual basis)	1,488,400	395,000	435,379	40,379	1,488,400	1,490,097	1,697
Operating Grants	440,000	98,120	6,549	(91,571)	440,000	167,068	(272,932)
Interest Income	530,000	20,000	11,854	(8,146)	530,000	308,184	(221,816)
Proceeds From Sale of Assets	2,000	-	10,192	10,192	2,000	11,955	9,955
Transfer from Commuter Solutions Fund	-	-	55,392	55,392	-	55,392	55,392
Total General Fund Resources	43,173,700	1,395,900	1,048,011	(347,889)	43,173,700	40,880,386	(2,293,314)
Requirements							
General Administration	806,900	65,370	65,948	(578)	806,900	712,993	93,907
Government Relations	140,100	6,950	7,166	(216)	140,100	127,921	12,179
Finance	991,800	83,400	99,805	(16,405)	991,800	939,788	52,012
Information Technologies	1,071,100	63,152	72,423	(9,271)	1,071,100	985,946	85,154
Human Resources	1,022,700	85,130	79,794	5,336	1,022,700	765,323	257,377
Service Planning	545,600	44,420	55,770	(11,350)	545,600	513,846	31,754
Marketing	744,900	43,580	66,113	(22,533)	744,900	633,604	111,296
Graphics	158,200	13,030	12,373	657	158,200	118,105	40,095
Accessible Services	14,000	490	17,712	(17,222)	14,000	49,550	(35,550)
Planning & Development	235,300	19,430	64,731	(45,301)	235,300	263,994	(28,694)
Commuter Solutions	-	(310)	1,240	(1,550)	-	1,312	(1,312)
Facilities Services	1,504,300	123,640	115,924	7,716	1,504,300	1,290,429	213,871
Transit Operations	18,618,800	1,549,860	1,823,653	(273,793)	18,618,800	17,134,615	1,484,185
Customer Service Center	625,800	51,870	53,856	(1,986)	625,800	526,233	99,567
Maintenance	9,051,400	753,121	590,157	162,964	9,051,400	6,986,319	2,065,081
Insurance / Liability Costs	1,099,400	91,470	77,578	13,892	1,099,400	1,092,929	6,471
Total Operating Requirements	36,630,300	2,994,603	3,204,243	(209,640)	36,630,300	32,142,907	4,487,393
Commuter Solutions Transfer	5,000	-	-	-	5,000	5,000	-
Accessible Services Transfer	2,378,700	198,170	198,387	(217)	2,378,700	2,115,401	263,299
Capital Projects Transfer	1,752,000	146,000	146,000	-	1,752,000	1,752,000	-
Reserve-Operating Contingency	1,000,000	-	-	-	-	-	-
Reserve-Self-insurance and Risk	1,000,000	-	-	-	-	-	-
Reserve-Working Capital	407,700	-	-	-	-	-	-
Total Non-Operating Requirements	6,543,400	344,170	344,387	(217)	4,135,700	3,872,401	263,299
Total General Fund Requirements	43,173,700	3,338,773	3,548,630	(209,857)	40,766,000	36,015,308	4,750,692
Resources Less Requirements	-	-	-	-	2,407,700	4,865,078	-



Lane Transit District
Commuter Solutions Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 6/1/2009 - 6/30/2009
Unaudited

	Percent of Year	100.0%			
	Adopted Budget	YTD Actual	Current Month Actual	Variance	YTD % of Budget
Revenues & Other Sources					
Federal Grants-Surface Transportation Program	440,500	343,930	-	(96,570)	78.1%
TDM Match - Other Local Jurisdictions	15,000	15,000	-	-	100.0%
Business Energy Tax Credit (BETC)	60,000	-	-	(60,000)	0.0%
Miscellaneous Income	-	30	-	30	
Transfer from General Fund	5,000	5,000	-	-	100.0%
Total Revenues	<u>520,500</u>	<u>363,960</u>	<u>-</u>	<u>(156,540)</u>	69.9%
Expenditures & Other Uses					
Funded from Rideshare Program					
Project Management	447,500	489,348	56,474	(41,848)	109.4%
Special Projects	11,500	27	-	11,473	0.2%
Research	41,400	18,253	2,408	23,147	44.1%
Carpool/Vanpool Program	25,000	6,010	175	18,990	24.0%
Smart Ways to School Program	8,000	12,423	374	(4,423)	155.3%
Emergency Ride Home Program	3,000	823	12	2,177	27.4%
Gateway Transportation Program	6,000	706	-	5,294	11.8%
Park & Ride Program	5,000	264	-	4,736	5.3%
Group Pass Program	14,100	4,799	-	9,301	34.0%
Total Rideshare Program	<u>561,500</u>	<u>532,653</u>	<u>59,443</u>	<u>28,847</u>	94.9%
Transfer to General Fund	55,400	55,392	55,392	8	100.0%
Contingency	450,400	-	-	450,400	0.0%
Total Commuter Solutions Expenditures	<u>1,067,300</u>	<u>588,045</u>	<u>114,835</u>	<u>479,255</u>	55.1%
Unreserved Fund Balance					
Change to Fund Balance	(546,800)	(224,085)			
Beginning Balance	546,800	370,138			
Ending Balance	<u>\$ -</u>	<u>\$ 146,053</u>			



Lane Transit District
Accessible Services Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 6/1/2009 - 6/30/2009
Unaudited

				Percent of Year	100.0%
	Adopted Budget	YTD Actual	Current Month Actual	Variance	YTD % of Budget
Revenues & Other Sources					
State Special Transp Funds - In District	478,410	465,772	37,617	(12,638)	97.4%
State Special Transp Funds - Out of District	108,680	35,840	1,480	(72,840)	33.0%
State Special Transp Funds - Administration	2,000	1,500	-	(500)	75.0%
Federal Grants - 5310	214,080	128,816	-	(85,264)	60.2%
Federal Grants - 5311	366,055	213,716	-	(152,339)	58.4%
Federal Grants - 5316 JARC	-	96,849	-	96,849	#DIV/0!
Federal Grants - 5317 New Freedom	89,280	49,347	-	(39,933)	55.3%
Other Federal Grants	540,090	540,088	44,005	(2)	100.0%
Medicaid Medical Reimbursements	7,062,800	3,617,531	353,745	(3,445,269)	0.0%
Medicaid Non-Medical Reimbursements	188,763	334,045	27,258	145,282	0.0%
State Brokerage/Call Center Grant	250,000	299,214	-	49,214	119.7%
Other State Grants	10,522	-	-	(10,522)	0.0%
Farebox	261,550	292,825	30,098	31,275	0.0%
Local Grants	74,570	75,047	5,540	477	100.6%
Miscellaneous	-	250	-	250	0.0%
Transfer from General Fund	<u>2,378,700</u>	<u>2,115,401</u>	<u>198,387</u>	<u>(263,299)</u>	<u>88.9%</u>
Total Revenues	<u>12,025,500</u>	<u>8,266,241</u>	<u>698,130</u>	<u>(3,759,259)</u>	<u>68.7%</u>
Expenditures & Other Uses					
Eugene-Springfield Based Services					
RideSource	3,767,420	3,625,536	287,996	141,884	96.2%
Mental Health & Homeless	65,500	59,578	40	5,922	91.0%
Travel Training & Host	114,600	97,804	8,749	16,796	85.3%
Job Access/Reverse Commute (JARC)	<u>-</u>	<u>43,579</u>	<u>5,360</u>	<u>(43,579)</u>	<u>N/A</u>
Total Eugene-Springfield Based Services	3,947,520	3,826,497	302,145	121,023	96.9%
Rural Lane County Services					
South Lane	211,720	219,289	5,262	(7,569)	103.6%
Florence	232,780	139,036	15,311	93,744	0.0%
Oakridge	<u>163,800</u>	<u>136,381</u>	<u>71</u>	<u>27,419</u>	<u>83.3%</u>
Total Rural Lane County Services	608,300	494,706	20,644	113,594	81.3%
RideSource Call Center	7,312,800	3,949,483	328,733	3,363,317	54.0%
Lane County Coordination	123,880	119,154	11,243	4,726	96.2%
Transfer to Capital Fund	33,000	-	-	33,000	0.0%
Contingency	<u>68,800</u>	<u>-</u>	<u>-</u>	<u>68,800</u>	<u>0.0%</u>
Total Accessible Services Expenditures	<u>12,094,300</u>	<u>8,389,840</u>	<u>662,765</u>	<u>3,704,460</u>	<u>69.4%</u>
Unreserved Fund Balance					
Change to Fund Balance	(68,800)	(123,599)			
Beginning Balance	<u>68,800</u>	<u>529,014</u>			
Ending Balance	<u>\$ -</u>	<u>\$ 405,415</u>			



Lane Transit District
Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 6/1/2009 - 6/30/2009
Unaudited

	Adopted Budget	YTD Actual	Current Month Actual	Percent of Year Variance	100.0% YTD % of Budget
Revenues & Other Sources					
Federal Grant Income	43,736,200	\$ 7,824,419	\$ -	\$ (35,911,781)	17.9%
Connect Oregon	5,400,000	1,854,262	-	(3,545,738)	34.3%
State Brokerage/Call Center Grant	-	4,782	-	4,782	N/A
Other State Grant Income	851,500	-	-	(851,500)	0.0%
Donations	-	32,395	-	32,395	N/A
Miscellaneous Income	-	100	-	100	N/A
Transfer From General Fund	1,752,000	1,752,000	146,000	-	100.0%
Transfer from Accessible Services Fund	33,000	-	-	(33,000)	0.0%
Total Resources	<u>51,772,700</u>	<u>11,467,958</u>	<u>146,000</u>	<u>(40,304,742)</u>	<u>22.2%</u>
Expenditures					
Grant Paid Capital					
EmX					
Gateway EmX Extension	29,950,000	6,495,594	595,411	23,454,406	21.7%
EmX Vehicles	5,200,000	1,470,645	1,454,941	3,729,355	28.3%
West Eugene EmX Extension	1,500,000	1,590,610	99,482	(90,610)	106.0%
Total EmX	<u>36,650,000</u>	<u>9,556,849</u>	<u>2,149,833</u>	<u>27,093,151</u>	<u>26.1%</u>
Progressive Corridor Enhancement	945,000	958	-	944,042	0.1%
Revenue Rolling Stock	-	3,036	-	(3,036)	N/A
PBI/Facilities	3,420,000	508,419	74,785	2,911,581	14.9%
Software & Hardware	1,065,500	547,343	13,654	518,157	51.4%
Intelligent Transportation Systems	1,800,000	28,255	9,980	1,771,745	1.6%
Transit Security Projects	250,000	72,070	-	177,930	28.8%
Bus Related Equipment	105,000	-	-	105,000	0.0%
Miscellaneous Equipment	295,000	51,174	-	243,826	17.3%
Communications	266,500	11,942	3,956	254,558	4.5%
Shop Equipment	69,400	40,607	-	28,793	58.5%
Support Vehicles	25,000	33,904	-	(8,904)	135.6%
Accessible Services Vehicles	792,300	8,463	1,550	783,837	1.1%
Debt Service & Financing Costs	3,055,000	3,024,535	-	30,465	99.0%
Budgeted for Capital Contingency	11,497,800	-	-	11,497,800	0.0%
Total Expenditures	<u>60,236,500</u>	<u>13,887,555</u>	<u>2,253,759</u>	<u>46,348,945</u>	<u>23.1%</u>
Unreserved Fund Balance					
Change to Fund Balance	(8,463,800)	(2,419,596)			
Beginning Fund Balance	8,463,800	1,935,115			
Ending Fund Balance	<u>-</u>	<u>\$ (484,481)</u>			

MONTHLY DEPARTMENT REPORTS

July 30, 2009

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PROJECT DEVELOPMENT

West Eugene EmX Extension (WEEE):

Work on the WEEE project included the following activities:

- Developed strategy to complete work on the Amazon Alignment conceptual engineering design.
- Reviewed products prepared by University of Oregon students for the Community Planning Workshop project evaluating EmX.
- Developed follow-up memo to the Eugene City Council work session on the WEEE.
- Prepared for meeting with the Oregon State Historic Preservation Office and Federal Transit Administration to tour historic resources potentially affected by WEEE alternative alignments.
- Met with Oregon Department of Transportation (ODOT) to discuss alternative designs that are on ODOT facilities (6th/7th avenues west of the Washington-Jefferson Street Bridge, and West 11th Avenue west of Beltline).
- Met with City of Eugene staff to identify opportunities for a broader partnership.
- Provided design review meetings for staff and City councilors.

Other:

Grant Received from Transportation and Growth Management (TGM) Program:

LTD was successful in its TGM grant application for funding the development of a Long-Range Transit Plan (LRTP). LTD staff has had an initial meeting with the ODOT staff person administering the grant to discuss a scope of work that would be the basis for an Intergovernmental Agreement. The project has a timeline that would end with an LRTP adopted by the Board before June 30, 2011.

point2point Solutions

Connie B. Williams, Program Manager

Ann Harris began work on June 11 as the new Administrative Secretary for the **point2point Solutions** program. Staff had an information table at the Town Hall Transportation Session on June 16 at St. Mary's Church in Eugene.

Work has been completed on the **point2point Solutions** ad that will adorn the back cover of the *Rider's Digest*.

Program Manager Connie Bloom Williams has been elected to the Association for Commuter Transportation's National Board of Directors. Her two-year term will begin on January 1, 2010.

Discussions with members of the Transportation Planning Committee (TPC) and the Transportation Options Advisory Committee (TOAC) concerning the development of a Regional Transportation Options Plan have begun. A task force of interested staff from local jurisdictions will oversee the scope of services and development of the plan during the next one to two years.

Connie attended the Beltline Facility Stakeholders Advisory Committee meeting in July. The next meeting is scheduled for September. Connie also has been asked to attend a meeting on July 28 on the Riverfront Master Plan.

A planning meeting for the launching of the statewide DriveLess.SaveMore campaign was held. It is hoped that the regional media campaign will be ready to be aired on local TV by October 2009. There are three 30-second television spots available for use at no charge. Local contact information for the campaign will be **point2point Solutions**. The exposure from the television ads will substantially help inform the public about the services of **point2point Solutions** and help raise awareness about driving less and saving more.

school Solutions:

With the program name change to **point2point Solutions**, school oriented outreach efforts will come under the new heading of "**school Solutions**."

The annual validation process for families registered in the SchoolPool database continues. Materials for back-to-school packets for all students in the LTD service area are being prepared.

work Solutions:

Group Pass Program and Emergency Ride Home:

There are currently 441 commuters registered in the Emergency Ride Home Program (ERH) program.

Inquiries for the Group Pass Program were received from the following businesses:

- Market of Choice – four locations with 250 employees
- Moss Adams with 90 employees
- ECONorthwest with 20 employees
- Pentagon Federal Credit Union with 300 employees

The summer quarterly Employee Transportation Coordinator event was hosted by Sacred Heart Medical Center at RiverBend. Eight employer representatives attended.

on-the-go Solutions:**Carpool/Vanpool/Park & Ride:**

Six new commuters were added to the Rideshare database. There are a total of 709 commuter records on file.

Connie, Marcia, and Tracy Smith attended a Secondary Stakeholders Group meeting regarding the new Rideshare Online Database. Design and review continues for the new web-based Ride matching database that will cover Washington, Oregon, and Idaho.

Tracy attended a Bicycle Master Plan webinar held at the City of Eugene.

- Tracy continues testing of the new online Rideshare database, which is in the software development phase. Staff attended a Statewide Rideshare Database Stakeholders meeting.
- Valley VanPool partners (***point2point Solutions***, Cherriots Rideshare/Salem Area Mass Transit District, and Oregon Cascades West Council of Governments) have developed a new vanpool subsidy program that will be funded through Vanpool National Transit Database revenue received by Lane Transit District and Salem Area Mass Transit.

Park & Ride:

A signed Park & Ride agreement was received from Rite Aid at the Mohawk Marketplace in Springfield. This Park & Ride lot will provide 14 spaces for commuters with easy access to LTD routes 13, 18, and 19.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Gateway EmX: With the roadway widened, excavation for the bus lanes in the median between Hayden Bridge Road and Q Street is well underway. Stations at RiverBend, Sacred Heart, and Hayden Bridge are beginning to take shape.

Work is almost complete on the south side of International Way and construction has shifted to the north side of the roadway.

Gateway Station: The station is complete and has been in service since June 14. The old station has been removed and converted back into parking. Some minor adjustments to crosswalk signage and curbs will occur during the next few weeks in response to needs that were observed after the station became operational.

Fleet Expansion: Negotiations with the Construction Management/General Contractor Fortis on the scope and the guaranteed maximum price have been completed. Construction documents for the bid package and the building permits are being prepared. Construction is scheduled to start at the end of September.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

Service Planning:

Fall Bid – Proofing of driver timecards continues as fall bid work will be coming to a conclusion very soon. Bid posting for driver review is Friday, August 7.

Annual Route Review – The focus of the Annual Route Review will be the scheduling of Gateway EmX and the restructuring of Route 12 as it is replaced by EmX service. Staff have decided that redesigning Springfield service to coincide with the implementation of the Gateway EmX Extension is not a good plan due to the potential of large service cuts next year.

EmX Ridership – EmX carried its four-millionth customer in July! The District will highlight this milestone in various publications.

Marketing:

Rider's Digest – The *Rider's Digest* production was completed and it went to press in mid-July. This year's *Digest* will highlight LTD's 40th anniversary and will feature photos from the early 70s forward. The 2009 *Digest* will be valid longer than usual. Typically the *Digest* is valid from Fall Bid to Fall Bid each year. However, this *Digest* will be valid until December 2010 instead of September 2010. The date was changed to coincide with the implementation of the Gateway EmX Extension.

U.S.A. Track and Field (USATF) Shuttle Service - LTD provided athlete and spectator shuttle service to the USATF Championships at Hayward Field on June 23–28. One-way ridership during that period exceeded 6,500.

Re-recording Automated Announcements – LTD has contracted with Don Ross Productions to produce new recordings for the Americans with Disabilities Act announcements that play on LTD buses. In the past, the recordings were done in-house, using less than optimal equipment and various employee voices. Consequently, the final recordings did not have a constant voice or sound level. Currently, LTD has buses that require two types of sound formats: 8-bit and 16-bit; in the future, all buses will carry 16-bit sound. By having the new sounds produced professionally, the sound quality and volume on the buses will be improved.

Butte to Butte Shuttles – The July 4 event drew more than 5,600 participants this year, and LTD shuttled nearly half of these participants to the starting area. Shuttles began operating just before 6:30 a.m. and finished with the last bus of participants at around 8 a.m. Approximately 3,100 participants used the shuttle.

Oregon Country Fair – Oregon Country Fair shuttle bus service experienced nearly 29,000 boardings for the three-day event, which was the second highest ridership ever. A modal split of nearly 31 percent was carried, which was only the second time since 2000 that the modal split to the event has topped 30 percent.

Willamette Valley Brews and Blues Festival – This first-year event will take place on August 7 and 8 at Island Park in Springfield. The Festival is a fundraiser for Habitat for Humanity. LTD is an event sponsor; however, no shuttle service is being provided.

Lane County Fair – No special service will operate to the Fair this year, which is scheduled for August 18-23. LTD will have a booth inside the Convention Center; and on Friday through Sunday, an EmX bus will be on display outside. This should provide great opportunities for staff to talk with people concerning the September service changes, the implementation of EmX fares, and EmX projects. Board members are welcome to join staff at either location and talk with people who stop by.

Outreach:

Information about the legislative change to the payroll tax rate cap has been distributed in the following ways:

- E-newsletter.
- Letter to elected officials.
- Letter to rural chamber of commerce directors.
- Newsletter pieces provided to the Springfield and Eugene chambers of commerce. (Eugene posted this as a blog and Springfield will include the information in its August newsletter.)
- General Manager Mark Pangborn met with the Springfield Chamber Board, and plans are being made to meet with the Eugene Chamber Board.
- The LTD Website has been updated.

Information regarding the coming vacancy in Board Subdistrict 5 has been distributed in the following manner:

- Paid ads in *The Register-Guard*, *Eugene Weekly*, and *Springfield Times*
- Radio ads on KXOR, the local Spanish station
- Earned media coverage from LTD press release
- KLCC Website posting
- Letter to Title VI organizations
- E-mail notice sent to the Accessible Transportation Committee
- Information provided to the MPO Citizen Advisory Committee and LCOG Board
- Submission to the City of Eugene's *InMotion* electronic newsletter
- Facebook and Twitter messages sent
- Employee e-mail
- E-mail to LTD Group Pass Program coordinators
- Article in August customer newsletter *Bus Talk*
- Posting in the Eugene Chamber of Commerce electronic newsletter on July 21

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

At its June 16 meeting, the Accessible Transportation Committee elected officers and appointed the membership for Fiscal Year 2009-10. L.M. Reese will remain as chair, and Hugh Massengill was appointed vice chair. New members are Gail Lundeen and Eleanor Mulder. On Wednesday, June 17, Accessible Services hosted several visitors from King County Metro (Seattle), who were interested in the accessible features of the EmX vehicle. On Tuesday, June 24, Terry was the guest presenter on the topic of BRT and Accessibility for a Distance Learning Webinar conducted by Easter Seals Project ACTION.

Staff are working with the ODOT Public Transit Division and the City of Cottage Grove to transfer the oversight of the Federal 5311 funding for South Lane County to the City of Cottage Grove. This is a collaborative process aimed at supporting local involvement in the design of transportation services funded through money available to communities with populations of 50,000 or less.

The geographic area for RideSource services, as required under the Americans with Disabilities Act, is a three-quarter-mile area around LTD's Eugene and Springfield bus routes. LTD occasionally receives requests to extend the RideSource boundary to better meet the individual's transportation needs. Because the per-ride cost to provide RideSource service is high and a change to the boundary should be considered (not on a case-by-case basis, but rather on the need and ability to expand service), LTD has denied these requests. In polling several of the District's peer agencies, it was found that all adhere to the three-quarter-mile boundary as well. While eligible RideSource riders are not required to live within the boundary, service is provided only within that defined area. Riders who live outside the RideSource boundary can and do utilize the service by making arrangements to meet a RideSource vehicle at an agreed upon location within the boundary.

TRANSIT OPERATIONS

Mark Johnson, Transit Services Manager

Bus Rodeo:

The LTD Bus Rodeo was held on July 19 and was a huge success by any measure. There were more participants than ever before, with around 70 driving the course. There also were plenty of volunteers on hand to help. In addition, this year included several LTD employees smoking and barbecuing meat to provide lunch for the participants and volunteers. This effort was appreciated, and the food was outstanding.

Bus Operator Justin Martin was this year's Masters Division winner and will be representing the District in Cleveland next May in the International Rodeo competition.

MAINTENANCE

George Trauger, Director of Maintenance

Gateway EmX build:

Pilot EmX bus 9101 arrived at LTD on Monday, July 6. Currently, the bus is in the post delivery inspection process, which could be completed by July 20. At that time, the bus will be ready for acceptance. The second in-house inspector is at the Crookston plant inspecting buses 9102 and 9103. The third and fourth inspectors are scheduled to travel to Crookston during the next couple of weeks to finish up the build. Staff anticipate that all the buses will be on the property by mid-September.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Todd Lipkin, Financial Services Manager

Grants Management:

- Lane Transit District's first American Recovery & Reinvestment Act (ARRA) grant was executed on June 26. This was the final step to make the funds available for LTD and to meet the obligation deadlines for ARRA funding. This grant funds the fleet maintenance remodel and preventive maintenance.
- Monthly reporting for ARRA funds was submitted to the U.S. House of Representative's Transportation and Infrastructure Committee.
- The 2008 National Transit Database report was returned to LTD to address validation issues and to finalize vanpool data. Once these changes are made, the report will be resubmitted.

Payroll Processing:

- Sixty-five (65) payroll checks and 600 payroll direct deposits totaling \$918,576 were made in June 2009 (two pay dates).

Accounts Payable:

- Three hundred two (302) vendor paper and electronic checks totaling \$4,599,830 were processed during the month of June 2009. This included a \$1.2 million check to New Flyer for a progress payment on the Gateway EmX Extension vehicles.

Accounts Receivable:

- Ten (10) cash fare deposits totaling \$173,356 were processed in June 2009.

ACCOUNTING/INTERNAL AUDIT

Carol James, Chief Accountant/Internal Auditor

Accounting:

- The May Board Report was completed.
- Primary staff focus was on preparation for the site visit from the external auditors. This included review of financial systems and controls and completion of auditor requested forms and test samples. Four auditors were on-site from June 15-17.
- Staff attended training at the Government Financial Officers Association's Annual Conference in Seattle on June 28 through July 1 regarding the new accounting issues.

- 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 supplemental budget legal notices and document.

Internal Audit:

- Staff continued to review information from the State Department of Revenue (DOR) relating to payroll taxes. Two additional contacts were sent to DOR; one was determined to owe the District approximately \$40,000 in taxes, interest, and penalties.
- Staff issued a draft report related to control issues uncovered as part of 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. They have subcontracted 5.7 percent of the subcontracts to date to disadvantaged business enterprises.
- Bids were received and a contract was awarded for the analysis of oil and lubricants for the Maintenance Department.
- Updates are being made to the master construction contract document due to changes made in the master American Institute of Architecture form used by the District. Federal purchasing regulations have recently changed, which have resulted in the necessity to update contracts, bidding documents, and rules.
- Staff are working on closing out open purchase orders and opening new blanket purchase orders with the start of the 2009-10 Fiscal Year.

HUMAN RESOURCES AND RISK MANAGEMENT

Mary Adams, Director of Human Resources and Risk Management

Employee Health:

The Health for Life Committee held an LTD Emergency Preparedness Day on July 15. Many employees in attendance learned how to prepare themselves for a variety of emergencies both at work and at home. The American Red Cross provided staff, materials, and presentations on how employees can communicate to their children about emergencies. In addition, fire extinguisher training was held in the parking lot. It was a very successful event. The next Health for Life Committee event on the calendar is the annual Benefits Fair in November.

Workplace Safety:

Survey results have been collected from those who attended the State Accident Insurance Fund Loss Control Approach workshops in March through May. Feedback was generally positive. This information is being used to develop next year's work plan for the safety program.

Selection and Hiring:

Three personnel actions occurred during the past month. Ann Harris became the new **point2point Solutions** administrative secretary. She replaced Mary Green who moved to the Midwest. Bill Bradley was hired as the tire specialist, replacing Lee Lasse, who retired. The Planning and Development program changes resulted in elimination of the engineer position formerly held by Graham Carey. Mr. Carey's last day was June 30. The District is recruiting for the new position of Project Manager, and the position is expected to be filled by August.

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AGENDA ITEM SUMMARY

DATE: July 30, 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: June 2009 Performance Reports
May and June 2009 RideSource Activity and Productivity Reports

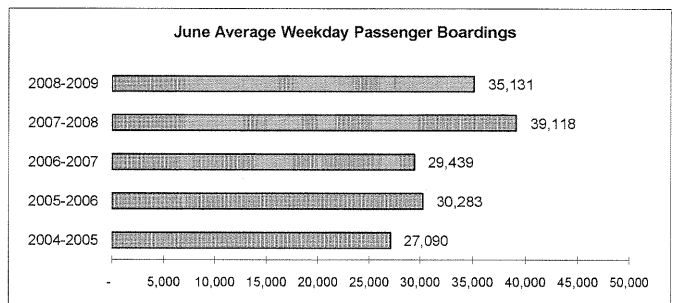
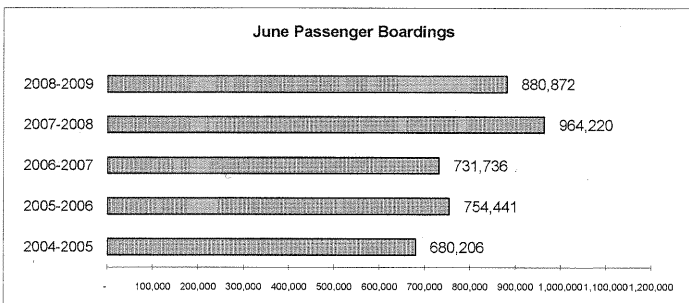
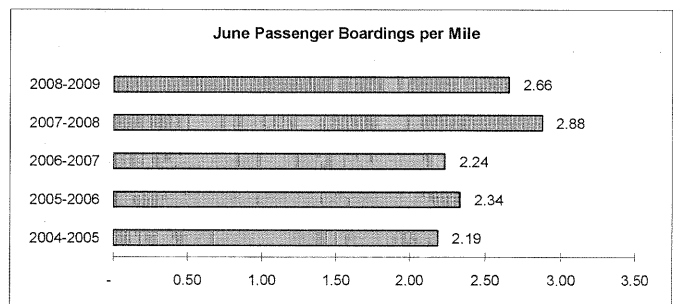
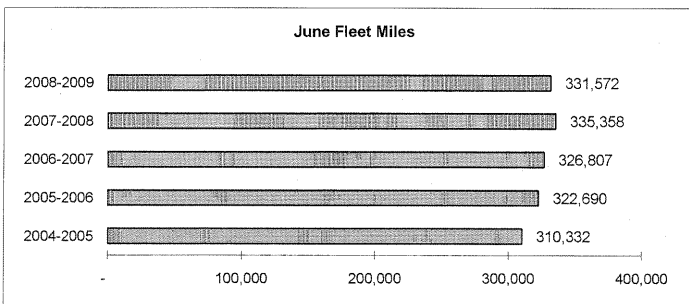
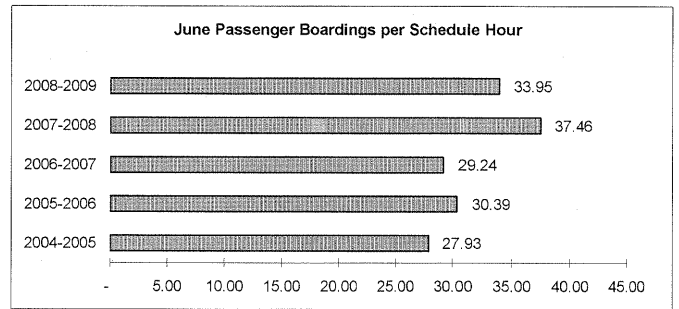
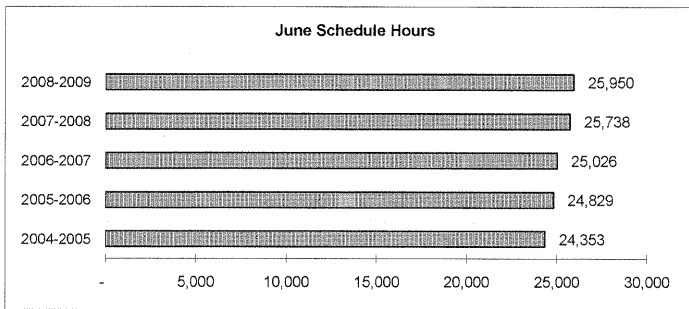
PROPOSED MOTION: None

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LANE TRANSIT DISTRICT
June 2009 Performance Report
28-July-2009

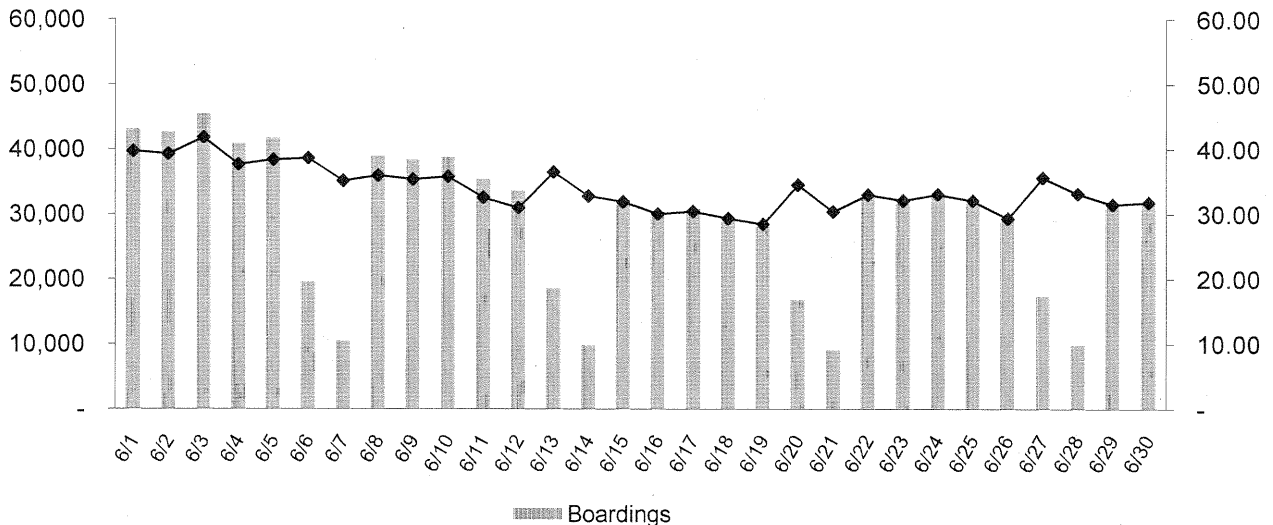
Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	880,872	964,220	-8.6%	11,718,189	11,406,316	+2.7%	11,718,189	11,406,316	+2.7%
Mobility Assisted Riders	11,123	10,445	+6.5%	120,969	116,089	+4.2%	120,969	116,089	+4.2%
<u>Average Passenger Boardings:</u>									
Weekday	35,131	39,118	-10.2%	39,790	38,463	+3.5%	39,790	38,463	+3.5%
Saturday	18,075	20,763	-12.9%	18,878	19,054	-0.9%	18,878	19,054	-0.9%
Sunday	14,163	11,939	+18.6%	11,172	10,579	+5.6%	11,172	10,579	+5.6%
Monthly Scheduled Hours	25,950	25,738	+0.8%	315,359	314,875	+0.2%	315,359	314,875	+0.2%
Boardings Per Schedule Hour	33.9	37.5	-9.4%	37.16	36.22	+2.6%	37.16	36.22	+2.6%
Weekly Schedule Hours	5,970	6,096	-2.1%	6,146	6,120	+0.4%	6,146	6,120	+0.4%
Weekdays	22	21		255	255		255	255	
Saturdays	4	4		52	52		52	52	
Sundays	4	5		56	57		56	57	
Special Services *									
Passenger Boardings	-	-	+0.0%	116,542	118,094	-1.3%	116,542	115,357	+1.0%
Scheduled Hours	-	-	+0.0%	4,560	5,330	-14.5%	4,560	5,228	-12.8%
Boardings Per Schedule Hour	-	-	+0.0%	25.6	22.2	+15.4%	25.6	22.1	+15.8%
Passenger Revenues & Sales									
Total Passenger Revenues	\$546,030	\$606,680	-10.0%	\$6,547,183	\$5,990,646	+9.3%	\$6,547,183	\$5,990,646	+9.3%
Average Passenger Fare	\$0.620	\$0.629	-1.5%	\$0.56	\$0.53	+6.4%	\$0.56	\$0.53	+6.4%
Farebox Revenue									
Farebox Revenue	\$143,258	\$140,629	+1.9%	\$1,783,430	\$1,543,139	+15.6%	\$1,783,430	\$1,543,139	+15.6%
Adult Pass	2,003	2,194	-8.7%	24,032	25,247	-4.8%	24,032	25,247	-4.8%
Youth Pass	131	159	-17.6%	1,685	1,771	-4.9%	1,685	1,771	-4.9%
Reduced Fare Pass	1,096	819	+33.8%	12,016	12,581	-4.5%	12,016	12,581	-4.5%
Senior/Child	-	85	-100.0%	99	1,312	-92.5%	99	1,312	-92.5%
Adult 3 Month Pass	86	125	-31.2%	842	757	+11.2%	842	757	+11.2%
Youth 3 Month Pass	2	-	#DIV/0!	47	54	-13.0%	47	54	-13.0%
Senior 3 Month Pass	-	12	-100.0%	14	140	-90.0%	14	140	-90.0%
Reduced Fare 3 Month Pass	145	162	-10.5%	1,562	1,581	-1.2%	1,562	1,581	-1.2%
Regular Tokens	6,976	20,526	-66.0%	139,578	225,176	-38.0%	139,578	225,176	-38.0%
Reduced Fare Tokens	13	36	-63.9%	154	263	-41.4%	154	263	-41.4%
Fleet Services									
Fleet Miles	331,572	335,358	-1.1%	4,097,838	4,076,093	+0.5%	4,097,838	4,076,093	+0.5%
Average Passenger Boardings/Mile	2.66	2.88	-7.6%	2.86	2.80	+2.2%	2.86	2.80	+2.2%
Fuel Cost	\$164,890	\$349,783	-52.9%	\$2,540,552	\$2,998,226	-15.3%	\$2,540,552	\$2,998,226	-15.3%
Fuel Cost Per Mile	\$0.497	\$1.043	-52.3%	\$0.620	\$0.736	-15.7%	\$0.620	\$0.736	-15.7%
Repair Costs	\$171,322	\$170,300	+0.6%	\$2,199,797	\$2,100,554	+4.7%	\$2,199,797	\$2,100,554	+4.7%
Total Repair Cost Per Mile	\$0.517	\$0.508	+1.7%	\$0.537	\$0.515	+4.2%	\$0.537	\$0.515	+4.2%
Preventive Maintenance Costs	\$27,934	\$31,199	-10.5%	\$398,048	\$359,805	+10.6%	\$398,048	\$359,805	+10.6%
Total PM Cost Per Mile	\$0.084	\$0.093	-9.4%	\$0.097	\$0.088	+10.0%	\$0.097	\$0.088	+10.0%
Mechanical Road Calls	109	108	+0.9%	1,300	968	+34.3%	1,300	968	+34.3%
Miles/Mech. Road Call	3,042	3,105	-2.0%	3,152	4,211	-25.1%	3,152	4,211	-25.1%
Special Mobility Service									
SMS Rides	13,561	13,517	+0.3%	162,496	152,228	+6.7%	162,496	152,228	+6.7%
SMS Ride Refusals	-	-	+0.0%	14	6	+133.3%	14	6	+133.3%
RideSource	6,983	6,959	+0.3%	83,783	80,289	+4.4%	83,783	80,289	+4.4%
RideSource Refusals	-	-	+0.0%	10	1	+900.0%	10	1	+900.0%

* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair



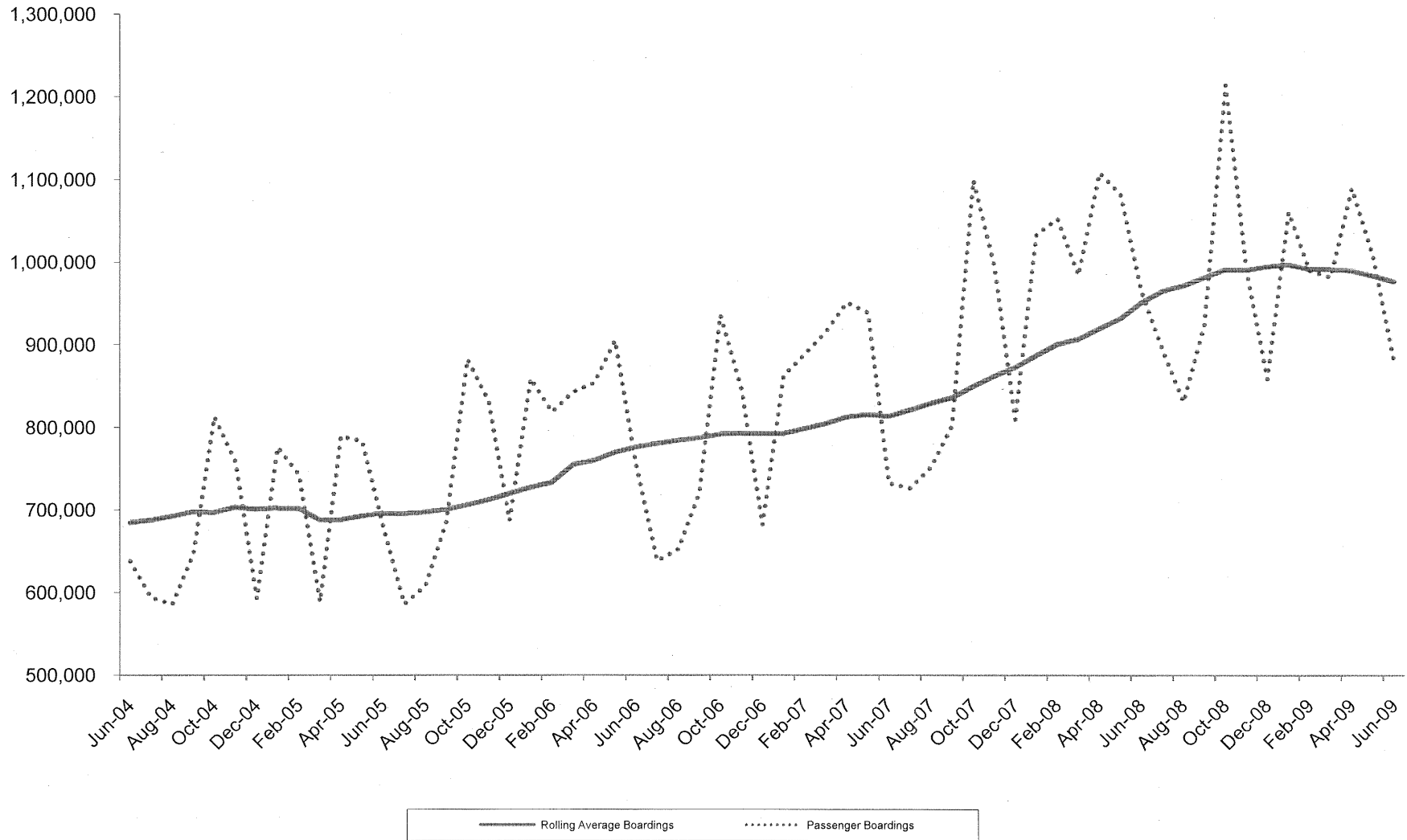
Daily Ridership Recap June 2009

Date	Day	Service	Boardings	Mobility		
				Assisted Boardings	Scheduled Hours	Daily Productivity
6/1/2009	Monday	Weekday	43,106	479	1,085.00	39.73
6/2/2009	Tuesday	Weekday	42,645	483	1,085.00	39.30
6/3/2009	Wednesday	Weekday	45,393	541	1,085.00	41.84
6/4/2009	Thursday	Weekday	40,869	338	1,085.00	37.67
6/5/2009	Friday	Weekday	41,665	458	1,085.00	38.40
6/6/2009	Saturday	Saturday	19,602	294	507.60	38.62
6/7/2009	Sunday	Sunday	10,458	204	297.60	35.14
6/8/2009	Monday	Weekday	39,027	430	1,085.00	35.97
6/9/2009	Tuesday	Weekday	38,368	495	1,085.00	35.36
6/10/2009	Wednesday	Weekday	38,812	485	1,085.00	35.77
6/11/2009	Thursday	Weekday	35,341	432	1,085.00	32.57
6/12/2009	Friday	Weekday	33,631	459	1,085.00	31.00
6/13/2009	Saturday	Saturday	18,526	240	507.60	36.50
6/14/2009	Sunday	Sunday	9,757	182	297.60	32.79
6/15/2009	Monday	Weekday	32,235	457	1,010.70	31.89
6/16/2009	Tuesday	Weekday	30,375	367	1,010.70	30.05
6/17/2009	Wednesday	Weekday	30,752	374	1,010.70	30.43
6/18/2009	Thursday	Weekday	28,981	381	987.60	29.34
6/19/2009	Friday	Weekday	28,114	378	987.60	28.47
6/20/2009	Saturday	Saturday	16,818	305	486.90	34.54
6/21/2009	Sunday	Sunday	9,039	126	297.60	30.37
6/22/2009	Monday	Weekday	32,595	410	987.60	33.00
6/23/2009	Tuesday	Weekday	31,696	407	987.60	32.09
6/24/2009	Wednesday	Weekday	32,663	440	987.60	33.07
6/25/2009	Thursday	Weekday	31,693	405	987.60	32.09
6/26/2009	Friday	Weekday	28,978	402	987.60	29.34
6/27/2009	Saturday	Saturday	17,355	266	486.90	35.64
6/28/2009	Sunday	Sunday	9,869	121	297.60	33.16
6/29/2009	Monday	Weekday	31,106	390	987.60	31.50
6/30/2009	Tuesday	Weekday	31,403	374	987.60	31.80
Totals			880,872	11,123	25,950	33.95



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings



Special Mobility Services: RideSource Activity and Productivity Information

May-09	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	13,199	14,085	-6.3%	148,846	141,923	4.9%	162,363	154,110	5.4%
RideSource(All Modes)	11,115	10,998	1.1%	120,898	112,097	7.9%	131,501	121,464	8.3%
Shopper	430	488	-11.9%	5,254	5,458	-3.7%	5,757	5,949	-3.2%
Escort Volunteers-Metro	548	790	-30.6%	7,519	8,686	-13.4%	8,291	9,440	-12.2%
Escort Volunteers-Rural	1,106	1,809	-38.9%	15,175	15,682	-3.2%	16,814	17,257	-2.6%
RideSource Cost per Ride	\$ 23.03	\$ 21.74	5.9%	\$ 22.33	\$ 20.58	8.5%	\$ 22.33	\$ 20.72	7.8%
RideSource(All Modes)	\$ 26.85	\$ 27.16	-1.2%	\$ 26.91	\$ 25.46	5.7%	\$ 26.22	\$ 25.68	2.1%
RideSource Shopper	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%
RideSource Escort	\$ 3.37	\$ 2.87	17.2%	\$ 3.10	\$ 2.75	12.8%	\$ 3.07	\$ 2.77	11.1%
Ride Reservations	11,735	11,798	-0.5%	129,504	122,885	5.4%	140,859	133,016	5.9%
Cancelled Number	1,101	1,039	6.0%	11,998	12,084	-0.7%	12,922	12,955	-0.3%
Cancelled % of Total	9.38%	8.81%		9.26%	9.83%		9.17%	9.74%	
No-Show Number	122	139	-12.2%	1296	1442	-10.1%	1,425	1,555	-8.4%
No-Show % of Total	1.04%	1.18%		1.00%	1.17%		1.01%	1.17%	
Ride Refusals Number	-	3	-100.0%	12	6	100.0%	12	10	20.0%
Ride Refusals % of Total	0.00%	0.03%		0.01%	0.00%		0.01%	0.01%	
Service Hours	5,971	5,948	0.4%	64,238	60,304	6.5%	70,023	65,167	7.5%
Agency Staff	5,685	5,655	0.5%	61,237	57,591	6.3%	66,693	62,227	7.2%
Agency SMS Volunteer	286	293	-2.4%	3,001	2,713	10.6%	3,330	2,940	13.3%
Avg. Trips/Service Hr.	1.93	1.93	0.0%	1.96	1.95	0.5%	1.96	1.96	0.0%
RideSource System Miles	81,602	83,170	-1.9%	885,227	837,450	5.7%	964,381	907,451	6.3%
Avg. Miles/Trip	7.07	7.24	-2.4%	7.02	7.12	-1.5%	7.03	7.12	-1.3%
Miles/Vehicle Hour	13.67	13.98	-2.3%	13.78	13.89	-0.8%	13.77	13.93	-1.1%

Special Mobility Services: RideSource Activity and Productivity Information

May-09	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
On-Time Performance %	85.7%	87.5%	-2.1%	86.1%	89.6%	-3.9%	86.2%	89.9%	-4.1%
Sample	9,800	9,692		102,012	100,180		111,198	108,652	
On-Time	8,396	8,483		87,860	89,775		95,863	97,625	

- RideSource (All Modes) includes rides done by taxi and SMS volunteers.
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.

- RideSource cost per Ride (All Modes) does not include volunteer mileage reimbursement.
- Shopper cost per ride is from the most recent quarterly cost model.
- Escort cost per ride is mileage reimbursement to all volunteers.

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

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

Special Mobility Services: RideSource Activity and Productivity Information

June-09	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	13,561	13,517	0.3%	162,407	155,440	4.5%	162,407	155,440	4.5%
RideSource(All Modes)	11,050	10,603	4.2%	131,948	122,700	7.5%	131,948	122,700	7.5%
Shopper	492	503	-2.2%	5,746	5,961	-3.6%	5,746	5,961	-3.6%
Escort Volunteers-Metro	657	772	-14.9%	8,176	9,458	-13.6%	8,176	9,458	-13.6%
Escort Volunteers-Rural	1,362	1,639	-16.9%	16,537	17,321	-4.5%	16,537	17,321	-4.5%
RideSource Cost per Ride	\$ 20.85	\$ 22.35	-6.7%	\$ 22.21	\$ 20.74	7.1%	\$ 22.21	\$ 20.74	7.1%
RideSource(All Modes)	\$ 25.00	\$ 27.86	-10.3%	\$ 26.75	\$ 25.67	4.2%	\$ 26.75	\$ 25.67	4.2%
RideSource Shopper	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%	\$ 12.53	\$ 10.83	15.7%
RideSource Escort	\$ 3.23	\$ 2.82	14.5%	\$ 3.11	\$ 2.76	12.9%	\$ 3.11	\$ 2.76	12.9%
Ride Reservations	11,719	11,355	3.2%	141,223	134,240	5.2%	141,223	134,240	5.2%
Cancelled Number	1,044	924	13.0%	13,042	13,008	0.3%	13,042	13,008	0.3%
Cancelled % of Total	8.91%	8.14%		9.24%	9.69%		9.24%	9.69%	
No-Show Number	149	129	15.5%	1,445	1,571	-8.0%	1,445	1,571	-8.0%
No-Show % of Total	1.27%	1.14%		1.02%	1.17%		1.02%	1.17%	
Ride Refusals Number	0	0	#DIV/0!	12	6	100.0%	12	6	100.0%
Ride Refusals % of Total	0.00%	0.00%		0.01%	0.00%		0.01%	0.00%	
Service Hours	5,978	5,785	3.3%	70,216	66,089	6.2%	70,216	66,089	6.2%
Agency Staff	5,741	5,456	5.2%	66,978	63,047	6.2%	66,978	63,047	6.2%
Agency SMS Volunteer	237	329	-28.0%	3,238	3,042	6.4%	3,238	3,042	6.4%
Avg. Trips/Service Hr.	1.93	1.92	0.5%	1.96	1.95	0.5%	1.96	1.95	0.5%
RideSource System Miles	81,499	79,154	3.0%	966,726	916,604	5.5%	966,726	916,604	5.5%
Avg. Miles/Trip	7.06	7.13	-0.9%	7.02	7.12	-1.5%	7.02	7.12	-1.5%
Miles/Vehicle Hour	13.63	13.68	-0.4%	13.77	13.87	-0.7%	13.77	13.87	-0.7%

Special Mobility Services: RideSource Activity and Productivity Information

June-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%	87.1%	-2.4%	86.0%	89.4%	-3.8%	86.0%	89.4%	-3.8%
Sample	9,839	9,186		111,851	109,366		111,851	109,366	
On-Time	8,370	8,003		96,230	97,778		96,230	97,778	

- 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.
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- 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.

AGENDA ITEM SUMMARY

DATE: July 30, 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. **Annual Performance Report:** Staff will prepare a performance report for FY 2008-09 for presentation to the Board at its September 16 meeting.
- B. **West Eugene EmX Extension (WEEE) - Eugene City Council Briefing:** The Eugene City Council has scheduled a work session on the WEEE project for Wednesday, September 30, to discuss coordinating the decision process for the Locally Preferred Alternative. At its September 16 meeting, the Board will be provided with a preview of the LTD staff presentation.
- C. **Legislative Bill Review:** At the September 16 meeting, the Board will be provided with a summary of the outcome of the 2009 legislative session.
- D. **Fleet Maintenance Building Remodel:** At its September 16 meeting, the Board will be provided with an update on the progress of the expansion and remodel of the Fleet Maintenance building.
- E. **FTA Grant Application:** LTD will be a co-applicant with the City of Springfield and the Oregon Department of Transportation for a Transportation Investment Generating Economic Recovery (TIGER) grant for improving the Franklin corridor in Glenwood as a multi-way boulevard.
- F. **New Board Member:** It is expected that a new Board member to replace Gerry Gaydos will be confirmed by the State Senate in September.
- G. **Board Strategic Planning Work Session:** The Board's next session will be scheduled for Fall 2009.
- H. **General Manager Performance Evaluation:** The Board Human Resources Committee will begin meeting in late August or early September to begin the general manager's annual performance evaluation process. An Executive Session for the full Board to evaluate the performance of the general manager will be scheduled for either the November 18 or December 16 Board meeting.

- I. **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.
- J. **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.

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