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**LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING**

**Wednesday September 16, 2009**

**5:30 p.m.**

**LTD CONFERENCE ROOM**

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

**A G E N D A**

Page No.

I. CALL TO ORDER

II. ROLL CALL

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

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

- III. PRELIMINARY REMARKS BY BOARD PRESIDENT
- IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA 4
- V. BOARD CALENDARS (5 minutes) 5
- VI. WORK SESSION
  - A. West Eugene EmX Extension Project (30 minutes) 6
  - B. Board Strategic Planning Session - Visioning Preparation (15 minutes) 7
  - C. Debrief 2009 Legislative Session (15 minutes) 8

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

VII. EMPLOYEES OF THE MONTHS – August, September, and October 2009 (10 minutes) 20

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

- A. Consent Calendar (1 minute) 23
  - 1. Minutes of the May 20, 2009, Regular Board Meeting (Page 24)
  - 2. Minutes of the June 17, 2009, Regular Board Meeting (Page 30)
  - 3. Minutes of the July 15, 2009, Canceled Regular Board Meeting (Page 39)
  - 4. Minutes of the July 27, 2009, Special Board Meeting/Luncheon (Page 40)
  - 5. Minutes of the August 19, 2009, Canceled Regular Board Meeting (Page 44)

X. ITEMS FOR INFORMATION AT THIS MEETING

- A. Board Member Reports (10 minutes) 45
  - 1. Meetings Held or Attended
    - a. West Eugene EmX Extension Corridor Committee – August 13, August 20, and September 10
    - b. Metropolitan Policy Committee – August 13 and September 10
    - c. Board HR Committee – September 8
  - 2. Other Activities
    - a. FTA Administrator Peter Rogoff Visit – September 12
    - b. Oregon Transportation Commission Presentation – September 15
  - 3. No Meeting/No Report
    - a. Lane Council of Governments (LCOG) Board of Directors
    - b. EmX Steering Committee
    - c. Board Service Committee
    - d. Board Finance Committee
- B. Transportation Investment Generating Economic Recovery (TIGER) Grant (5 minutes) 47
- C. Fiscal Year 2008-09 Performance Report (5 minutes) 48
- D. Monthly Financial Report – July and August 2009 (10 minutes) 50
- E. Monthly Department Reports (10 minutes) 52
- F. Monthly Performance Reports (respond if questions) 60

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| XI. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING                             |                 |
| A. Debrief – West Eugene EmX Presentation to Eugene City Council (October)       | 63              |
| B. Board Strategic Planning Work Session (October and December)                  |                 |
| C. Independent Audit Report and Comprehensive Annual Financial Report (November) |                 |
| D. Union Contract Negotiations (November or December)                            |                 |
| E. Pension Plan Trustee Selection (November or December)                         |                 |
| F. General Manager Performance Evaluation (November or December)                 |                 |
| G. LTD Road Map Update (November or December)                                    |                 |
| H. New Board Member (December/January)   |                 |
| I. West Eugene EmX Extension Update (future meetings)                            |                 |
| J. Gateway EmX Extension Construction Updates (future meetings)                  |                 |

XII. ADJOURNMENT

**The facility used for this meeting is wheelchair accessible. If any special physical or language accommodations are required, please contact LTD's Administration office as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).**

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 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

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 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 fall and winter vacation dates.

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

**PROPOSED MOTION:** None

Q:\Reference\Board Packet\2009\09\Reg Meeting 09-16-09\Calendar of Events Summary.docx

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 16, 2009
- ITEM TITLE:** WEST EUGENE EmX EXTENSION (WEEE) PROJECT
- PREPARED BY:** Tom Schwetz, Director of Planning and Development
- ACTION REQUESTED:** Review and discuss WEEE project status, and provide feedback regarding the material to be presented to the Eugene City Council on September 30, 2009.
- BACKGROUND:** Staff will provide an update on progress being made on the West Eugene EmX Extension project. The presentation will center on the following information:
1. Revised Project Schedule
  2. Quick Response Project start-up
  3. WEEE Corridor Committee Membership Additions
  4. Meetings with Property Owners
  5. Preparing for September 30 Eugene City Council Work Session
    - a. Engaging directly affected stakeholders
    - b. Consistency with WEC proposal for a Multi-way Boulevard along West 11<sup>th</sup> Avenue
    - c. Organizing a Tour
    - d. Forming the Joint Preferred Alternative Committee
- At the October 21 regular meeting, staff will review with the Board the main elements that came out of the discussion with the Eugene City Council.
- ATTACHMENT:** None.
- PROPOSED MOTION:** None.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** BOARD STRATEGIC PLANNING SESSION—VISIONING PREPARATION

**PREPARED BY:** Mary Adams, Director of Human Resources and Risk Management

**ACTION REQUESTED:** No action will be requested at the September 16 meeting. Board members will be asked to consider answers independently to a list of questions that will be distributed during the meeting.

**BACKGROUND:** At the Board Luncheon on July 27, 2009, staff presented a process for employee development and succession planning. This presentation included a “visioning” process in which the Board members would create a 20-year vision for Lane Transit District. In addition, the Board would create a list of leadership competencies that would be needed in order to carry out the long-term vision. This would become the basis for both the employee development program and the selection process for the next general manager.

At tonight’s Board meeting, staff will share a brief description of the visioning process and ask Board members to consider a list of questions as part of the preparation for a work session in October.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

Q:\Reference\Board Packet\2009\09\Reg Meeting 09-16-09\BOARD VISIONING PROCESS summary.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** DEBRIEF 2009 LEGISLATIVE SESSION

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

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

**BACKGROUND:** Lane Transit District was represented at the 2009 Legislative Session by the Ulum Group. Despite the State's very difficult budget situation, LTD was successful in achieving a number of its legislative objectives, and much of the credit for that success goes to the Ulum Group. Successes included additional funding for elderly and disabled transportation, allocation of the first portion of state funding for the West Eugene EmX, and an increase in the maximum payroll tax rate that can be charged by the District.

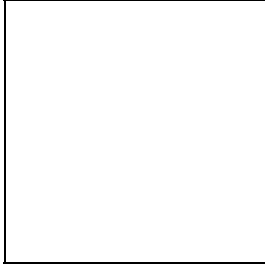
Attached is a report from the Ulum Group on the 2009 Legislative Session. At the September 16 meeting, staff will review items from the 2009 session that impacted LTD and discuss possible LTD objectives for the 2010 abbreviated session and the 2011 session.

**ATTACHMENTS:** 2009 Legislative Report

**PROPOSED MOTION:** None.

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2009 Oregon Legislative Session  
**End-of-Session  
Report**

Prepared for Lane Transit District  
by The Ulum Group

*Session Overview*

Democrats achieved a supermajority in both houses in the 2008 election cycle and continued to control the Governor’s office. The Lane County delegation was relatively unchanged after the elections; however, after session ended, Senator Vicki Walker (D-Eugene) announced her resignation to be appointed by Governor Kulongoski to the Oregon Parole Board. This resignation set off a shuffle of local candidates vying to be her successor. Lane County Commissioners appointed current Rep. Chris Edwards to fill Walker’s position and also will appoint a candidate to the newly vacated House-14 seat.

Democrats actively pursued and achieved several of their priorities, such as:

- Transportation system funding
- Stimulus legislation to spur job growth
- Health care reform
- Increase of corporate minimum tax

However, the 2009 legislative session was ruled by Oregon’s budget and the declining funds available to provide resources to all facets of important public services. Fortunately, the Governor’s focus on transportation funding yielded strong results for Lane Transit District (LTD). This was a tough environment to champion legislation with a revenue impact; many funding requests were not heard by committees or died without a vote upon Sine Die.

Three major funding initiatives won approval that directly benefit LTD and were successful in part because of the groundwork LTD has done over prior sessions:

- **SB 5535** approval dedicates \$1.6 million in lottery bond funding and enables LTD to demonstrate an initial investment by the state in the West Eugene EmX project. The commitment by the Legislature this year indicates an interest in continuing to support EmX in future sessions to secure the balance of local match funds.
- **SB 34** increases the maximum payroll tax rate that can be levied, and also was a significant piece of legislation for LTD. This change provides opportunities for LTD to add revenue and expand its base of funding through small increases to the payroll tax.
- **Elderly and Disabled (E&D) Transit** ended the session with significant funding, even though specific legislation (HB 2069), to create a stable revenue stream, was left in committee upon adjournment. HB 2069’s stall opened opportunities for E&D funding

through other legislative vehicles, and all told, the dollars committed this year will come close to doubling the state contribution to the Special Transportation Fund. Long-term funding for E&D remains a priority.

The passage of HB 2001, the Jobs and Transportation Act, resulted in the first gas tax hike in more than 15 years and the biggest boost in transportation spending in state history. As early as October 2009, higher vehicle fees can be implemented and a 6-cent gas tax increase by January 2011 means significant funding for LTD operations and services for the elderly and disabled persons. This was one of the major legislative accomplishments of the 2009 session.

Complicating implementation of transportation funding is the filing of a referendum to repeal HB 2001 by Don McIntyre (author of Measure 5). If enough signatures are gathered, this repeal referendum will go before Oregon voters in a January 26, 2010, statewide special election. Measures to repeal the income tax increases will likely be on this special election ballot. The combination of measures in light of current negative voter sentiment toward taxes could present an outcome that finds transportation systems in Oregon without additional funding.

The table below shows funding allocations that will benefit LTD, either directly or as part of the existing formula that applies to transit districts. Please note that for HB 2001 and HB 5054 the amount listed is total *estimated* transit funding from the legislation and does not represent LTD's share of the funds.

| <b>Funding Source</b>                                   | <b>2009-11 Biennium<br/>(In millions)</b>      | <b>2011-13 Biennium<br/>(In millions)</b>      | <b>2013-15 Biennium<br/>(In millions)</b>      |
|---|--|--|--|
| SB 5535 – Lottery Bonds (LTD only)                      | \$1.6  | TBD  | TBD  |
| SB 34 – Payroll Tax                                     | <i>Allows increase with LTD Board decision</i> | <i>Allows increase with LTD Board decision</i> | <i>Allows increase with LTD Board decision</i> |
| HB 2001 – Flex Funds                                    | \$10.0   | \$10.0   | \$10.0   |
| HB 2001 – ID Cards                                      | \$.416   | \$1.7  | \$1.77   |
| HB 5054 – Christmas Tree (elderly and disabled transit) | \$10.0   | <i>One time funding for 09-11 biennium</i>     | <i>One time funding for 09-11 biennium</i>     |

*2009 Legislative Priorities for Lane Transit District*

*– Passed and Enacted –*

**West Eugene EmX - SB 5535 (also HB 2396)**

**Signed by the Governor.**

**Effective Date: August 4, 2009**

**Senate vote: 25-3; 25-4 on re-passage**

**House vote: 57-2**

**What the Bill Does:**

Dedicates \$1.6 million in lottery bond funds to LTD for the West Eugene EmX expansion.

**Outcome:**

HB 2396 was introduced at the beginning of the session as an LTD bill to secure the state's commitment for full three-biennium, \$30 million lottery bond funds needed to match federal funding for West Eugene EmX. LTD kept legislative attention on this issue by securing a broad set of co-sponsors, including the full Lane County delegation, arranging hearings, and proactively working with members.

As of mid-June, HB 2396, like many other funding bills, had stalled in the Joint Ways & Means committee, and it was uncertain if LTD's request would be included in a Senate catch-all bill for lottery bond funding. Specifically, Reps. Paul Hovey and Chris Edwards championed LTD's inclusion in a budget reconciliation bill, once it was clear from the Speaker's office that there could be several such "lump sum" bills. Securing this \$1.6 million was a strong victory in a budget environment that was dismal for many other agencies.

Days before the session ended, Rep. Holvey's office confirmed that at least the first biennium funding (\$1.6 million) would be in SB 5535. The bill was one of the last to pass the House and Senate late in the evening before adjournment on June 29.

**Issues Specific to LTD:**

- Representatives Paul Holvey and Chris Edwards were original sponsors of HB 2396 and were instrumental in ensuring that LTD's request was included in the later SB 5535.
- Full Lane County delegation signed on as co-sponsors of HB 2396.

**Next Steps:**

- Develop legislation for 2010 abbreviated session (if appropriate) or 2011 full session to secure \$28.4 million necessary to complete EmX expansion.
- Recommend reporting in person to the House and Senate Transportation Committees any updates on EmX project milestones during the interim and the abbreviated February session.

## **Payroll Tax Authorization - SB 34**

**Signed by the Governor.**

**Effective Date: January 1, 2010**

**Senate Vote: 20-10**

**House Vote: 32-28**

### **What the Bill Does:**

Authorizes mass transit districts to increase employer paid payroll tax and tax on self-employment earnings as funding source for operations.

### **Outcome:**

Payroll tax revenues are the largest source of LTD's operating budget and were the original source of funding when LTD was established in 1971. Therefore, passage of SB 34 was a critical component for the 2009 legislative strategy. The combined forces of Tri-Met and LTD yielded passage of SB 34 in both the House and Senate, however, a strong partisanship divide is shown with the 20-10 Senate vote and 32-28 House vote. Overall, Democrats supported the bill and Republicans opposed, with a few exceptions in both parties.

The most recent legislative action granting authority for LTD to increase the payroll tax rate was by the Oregon Legislature in 2003, which established a 10-year horizon until the maximum of .007 percent (\$7.00 per \$1,000 of wages) could be reached in 2014. Acceleration of this authority as well as the ability to increase to a maximum of .008 (\$8.00 per \$1,000 of wages) is a tremendous win for LTD from the 2009 session.

Full implementation of SB 34 cannot occur until 2022 at the earliest, and the bill mandates that any action by LTD to implement payroll tax increases be only allowed if there is economic recovery within the district that can withstand such an increase.

### **Issues Specific to LTD:**

- SB 34 creates a means for LTD to raise revenue and provide for future growth of services over time.
- Moves cap from .07 percent to .08 percent, phased in over 10 years (starting January 1, 2010) at increments of no more than .02 percent.
- Increase must be approved by LTD Board of Directors and cannot be pursued until "the Board finds that the economy in the district has recovered to an extent sufficient to warrant the increase in tax."

### **Next Steps:**

- Recommend reporting by letter any action to raise revenue through this new authority to House and Senate Revenue Committee chairs, as well as to House Transportation Committee chair.
- Follow up individual Senate and House members voting "no" on SB 34 as a means to educate on transit issues and needs.

## **Jobs and Transportation Act – HB 2001**

**Signed by the Governor.**

**Effective Date: September 28, 2009**

**House Vote: 38-22**

**Senate Vote: 24-6**

### **What the Bill Does:**

Funds Oregon's transportation systems.

### **Outcome:**

HB 2001 is the result of more than a year's work by Governor-appointed business leaders, legislators, local and state officials, transportation stakeholders, and sustainability and land use experts to make recommendations for maintenance and modernization of Oregon's transportation systems. Through hearings, regular meetings with House Transportation Committee Chair, and one-on-one meetings with other legislators, LTD was directly involved in discussions about transit inclusion in the package. Along with Oregon Transit Association, LTD ensured that transit remained a part of the final funding legislation.

Funding comes from two primary sources: "federal flex funds" and an ID card fee increase. The exact dollar amounts are estimates based on current forecasts but, with an uncertain economic climate, these amounts could change. The approved ID card fee increase within HB 2001 will likely provide the dollars identified in the Governor's budget, however, this is dependent on transaction volumes meeting forecasts.

Federal flex funds are eligible for certain transit uses. The Oregon Transportation Commission plans to make a decision in October 2009 to provide ODOT direction on how to use the funds. It is important to note that the federal flex funds language was not in the final version of HB 2001, but instead resulted from a temporary rule passed by the commission to dedicate the use of the federal flex funds to non-highway purposes. Information on hand as of August 2009 indicates that transit will receive a significant portion of the federal flex funds.

### **Issues Specific to LTD:**

- \$100 million for ConnectOregon III, including 10 percent (\$10 million) to each of the five regions.
- \$10 million per biennium from "flex funds," E&D is the recipient of 10 percent of all flex funds, which more than double the expected amount.
- \$400,000 per biennium from increase in ID card fees (about \$1.80 per card for transit), additionally the gas tax increase may provide incremental increases to transit.
- LTD is expected to receive approximately 8 percent of the statewide funding.

### **Next Steps:**

- Consider building long-term plan to lay the groundwork for future reintroduction of either the tobacco tax or senior medical expense deduction funding dedicated to transit.

## **HB 5054 - Elderly and Disabled Transit/Tobacco Tax**

**Signed by Governor.**

**Effective Date: August 6, 2009**

**Senate Vote: 22-7**

**House Vote: 57-2**

### **What the Bill Does:**

Omnibus 2009-11 Biennial Budget bill that contains a specific allocation of \$10,000,000 for elderly and disabled transit funding.

### **Outcome:**

Also called the “Christmas Tree Bill,” HB 5054 was introduced late in the session to put various funding requests into one legislative action. As HB 5054 was created, LTD, Tri-Met, and Oregon Transit Association were directly involved with members crafting the bill. They were diligent in tracking its progress and providing constant communication with members on the critical and growing need for these services.

### **Issues Specific to LTD:**

- \$10 million general fund allocation for elderly and disabled transit for the biennium beginning July 1, 2009.

### **Next Steps:**

- See recommendations under HB 2001 and HB 2069 regarding elderly and disabled planning.
- Report to Joint Ways and Means Subcommittee on Capitol Construction and Info Technology on how funds are utilized.

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## **SB 944 - Lane County Area Commission on Transportation (ACT)**

**Signed by Governor**

**Effective Date: January 1, 2010**

**Senate Vote: 28-2**

**House Vote: 54-3**

### **What the Bill Does:**

Directs Lane County to develop a proposed charter for formation of an area commission on transportation before September 30, 2010, in consultation with other elected local officials and transportation stakeholders.

### **Outcome:**

Sponsored by Sen. Floyd Prozanski and Rep. Paul Holvey, the bill created tension among state legislators from Lane County and Lane County Commissioners. Amended several times, the final bill requires Lane County to work with its governmental partners and report back to the 2011 Legislature with a proposed bill to create an ACT. LTD closely monitored SB 944 and was represented at all proceedings to ensure that the “local transportation stakeholder(s)” were seen to include transit officials.

### **Issues Specific to LTD:**

- Sen. Prozanski (D-Eugene) and Rep. Holvey (D-Eugene) announced at the bill’s first

hearing that, rather than enacting a bill to require an ACT in Lane County, they planned to amend the bill to require Lane County to form an ACT by 2011.

- Lane County Commissioners testified in opposition to the original version of the bill. Commissioner Pete Sorenson said the bill duplicates the county's existing participatory process, that if an ACT is necessary we need the "next generation of ACTs," and Commissioner Dwyer did not think votes from unelected ACT representatives should carry the same weight as his vote. Commissioner Rob Handy said the key issue in his November election was how transportation dollars are used in Lane County.

**Next Steps:**

- Participate in local discussions toward preparing the proposed charter.
- Monitor closely on a local level to ensure that LTD is treated as a "public" member as the ODOT policy guidance stipulates.

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## **HB 2700 - Public Agency Property Tax Filing Requirements**

**Governor signed**

**Effective Date: September 28, 2009**

**Senate Vote: 57-0; 59-0 on re-passage of Senate amendments**

**House Vote: 27-0**

**What the Bill Does:**

Reduces the penalty for failure to file a form to obtain property tax exemption when a property tax exempt agency leases property.

**Outcome:**

From LTD's perspective, ORS 307.166 was an unnecessarily punitive statute because the penalty for failure to file the appropriate paperwork forces tax-exempt governments (and taxpayers) to pay taxes they would not otherwise owe for up to a 5-year look back period. LTD helped craft a prospective solution with HB 2700 which reduced the penalty to \$200 (or one-tenth of one percent) for both non-profits and governments. LTD successfully amended the bill to apply to tax years beginning on July 1, 2002, (rather than 2004).

**Issues Specific to LTD:**

- Property owned by governments is typically exempt from property tax, but when one government leases property to another, and certain paperwork is not filed, up to 5 years of back taxes are owed.
- The Lane Transit District, for example, recently paid \$89,000 in assessed taxes on a "Park & Ride" lot that it leased for \$100 per year from Lane County.
- Payment of the "Park & Ride" taxes has resulted in an unaccounted budget shortfall that adversely impacted transit services.

**Next Steps:**

- None required.

**- Vetoed By Governor -**

**HB 2472 - Business Energy Tax Credit Limits**

**Veto by Governor**

**Effective Date: None.**

**What the Bill Would Have Done:**

Prohibited the State Department of Energy from issuing preliminary certification to applicants seeking tax credits for siting energy facilities.

**Outcome:**

LTD uses Oregon's business energy tax credits, and concern was that changes from this bill could affect the District. LTD monitored the bill and hearings to track any impacts to transit. Although it was one of the most controversial bills of the session, amendments did not get introduced that could have affected LTD's transit pass program. HB 2472 was largely aimed at curbing the cost portion of Oregon's business energy tax credit program that relates to the siting of major renewable energy facilities.

**Issues Specific to LTD:**

- None, as focus of bill was on renewable energy facilities and did not relate to public agencies.

**Next Steps:**

- None required.



- In Committee Upon Adjournment -

**HB 2069 - Elderly and Disabled Transit/Elderly Medical Tax Credit  
Ways and Means Subcommittee on Capitol Construction and Info Technology**

**What the Bill Does:**

Provides funding for elderly and disabled (E&D) transit by limiting the Oregon elderly medical tax deduction for single people over the age of 62 ½ earning more than \$125,000 annually or married couples of the same age earning more than \$250,000 annually.

**Outcome:**

In an effort to create sustainable, long-term funding for E&D, LTD joined with Tri-Met and OTA to craft a bill dedicating the savings from a tax credit that only seniors receive. Throughout many hearings on E&D funding (including bills to secure funding through tobacco tax), it appeared that most legislators are aware of the problem that E&D transit costs are rising, yet there is no consensus about how to address the situation. This issue is likely to be the subject of continued legislative discussion.

**Issues Specific to LTD:**

- Any E&D funding proposal requires a vote of the full House and Senate. While partnership with OTA and Tri-Met often brings votes from members representing other districts, all entities providing E&D transit should consider building relationships with legislators throughout the state.
- HB 2069 would have provided roughly \$800,000 per year to LTD.

**Next Steps:**

- Work with Oregon Transit Association toward re-introduction of this policy or another stable funding proposal for 2010 interim or 2011 regular session.
  - Build relationships with legislators outside Lane County to educate about E&D transit and need for funding.
  - Consider outreach to users to educate and to motivate as supporters in future sessions.
  - Broaden the coalition by reinforcing support from AARP and engaging other associations or organizations.
-

## **Public Agency Property Tax Filing Reimbursement – HB 2561**

### **House Revenue Committee**

#### **What the Bill Does:**

Allows public bodies leasing land from other exempt public bodies to file claim for property tax exemption for prior years by April 1, 2010.

#### **Outcome:**

A public hearing was held on HB 2561 early in the legislative session, yet did not gain traction for referral out of committee toward House floor or Senate consideration. In the current budget environment, most bills that had a fiscal impact not essential to the agency's daily operation did not move out of the original committee assignment.

#### **Issues Specific to LTD:**

- Sponsored by Rep. Terry Beyer and Sen. Bill Morrisette.
- Applied to property tax years between July 1, 2002, and July 1, 2008.
- Allows for tax refund if taxes on the exempt value had been paid, a value of \$89,000 to LTD.

#### **Next Steps:**

- None.

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### **Other 2009 Legislation Of Note:**

- HB 2578** Requires owner of parking facility to affix notice on vehicle prior to contacting tower to remove vehicle. LTD took no position on this bill. *Governor signed*
- HB 2655** Prohibits adverse possession of land owned by mass transit district or transportation district. *Governor signed*
- HB 2953** Provides that contracting agency may reject bid for public improvement contract if bidder does not demonstrate that bidder is responsible. LTD took no position on this bill. *Governor signed; Chapter 368, (2009 Laws): Effective date January 1, 2010*
- SB 50** Sets uniform deadline of 180 days for notices of claim made on contractors payment bond in connection with work performed on public contract. LTD took no position on this bill. *Governor signed*
- SB 54** Changes content requirement for certified statements of payroll records submitted by contractors and subcontractors in connection with contracts for public works. LTD took no position on this bill. *Governor signed*

### **Issues for Next Session**

- LTD must continue reaching out to the local delegation and Oregon Department of Transportation to build support for West Eugene EmX and come back in 2010 or 2011 to secure remaining funding: \$28.4 million. To increase the likelihood of success, it may be necessary to implement an outreach and lobby strategy over the interim and supplemental session that demonstrates the support of the community and elected officials for this project. Organized opposition, while unlikely, can often be minimized or neutralized with this type of outreach.
- Review the elderly medical deduction concept with legislative leadership, Legislative Revenue Office and House Committee staff to determine viability of dedicating this growing revenue source to the growing STF need.
- Explore additional alternative funding streams for elderly and disabled transit with Oregon Transit Association, Legislative Revenue Office and House Committee on Transportation.
- Provide regular updates on major projects, use of funding received through various sources and status of LTD operations to appropriate House and Senate transportation and revenue committees.
- Broaden the transit coalition by engaging AARP and other related organizations
- Implement proactive outreach to legislators supportive of transit and LTD, and meet with legislators who voted “no” on bills affecting LTD to determine if there are educational opportunities to win support.

**LTD Bill Tracking Web Site:** <http://www.capitolonramp.com/lts/guests/1437330>

**Legislative Audio and Video:** <http://www.leg.state.or.us/listn>

**For More Information Contact:** Deborah Herron, Director of Public Affairs, The Ulum Group, dherron@ulum.com, 541-302-6620.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** AUGUST, SEPTEMBER, AND OCTOBER 2009 EMPLOYEES OF THE MONTHS

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

**BACKGROUND:** **August 2009 Employee of the Month:** Bus Operator Rebecca Bailey was selected as the August 2009 Employee of the Month. Rebecca was hired as a bus operator in 2005 and has received the Safe Driving Award three times. She has served as a transportation coordinator and is a member of the Service Advisory Committee. Rebecca was nominated for this award by fellow bus operators who wanted to recognize her for her teamwork and professionalism. She is consistently courteous and thoughtful, and she goes out of her way to help fellow drivers.

When asked to comment on Rebecca's selection as the Employee of the Month, Transit Operations Field Supervisor David Thulstrup said:

Rebecca Bailey has been an LTD bus operator for more than three and a half years. She has shown a lot of initiative by actively seeking knowledge of the inner workings of the District by learning to be an extra board operator, applying for a temporary supervisor position, and being a transportation coordinator for special events. Rebecca has worked with Service Planning as a proofreader, participated on the Service Advisory Committee, and recently became an EmX operator. Her depth and breadth of experience in such a short time at the District marks her as a person who is actively involved with her career.

Rebecca is truly deserving of being named LTD Employee of the Month for August 2009!

**September 2009 Employee of the Month:** The September 2009 Employee of the Month is Operations Supervisor Charlie Clarke. He began his career at LTD as a bus operator in 2005, he was promoted to temporary supervisor in 2006, and he became an operations supervisor in 2008. He was nominated for this award by a fellow employee who has been impressed with Charlie's willingness to go above and beyond his normal duties. The employee stated that, "Charlie works very professionally with employees and customers alike. He takes initiative, works well with everyone, and is always professional."

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

Charlie was chosen as the September Employee of the Month for his contributions to the District and the Operations Department. He is known for his positive demeanor and actions. Whether he is assisting an operator with a schedule or route or helping others in the District, Charlie will take the time needed to ensure his customer's satisfaction. Charlie is one of those people that you can count on to step in and help out whenever needed. As an example, in 2007 he assisted Training Supervisor John Dahl with the training of new bus operators. The operators appreciated his practical knowledge and his kind approach in mentoring and coaching. During his tenure at LTD, he has worked in many positions at the UO football events. Charlie will assist in the operations office and at Autzen Stadium during this football season.

During the past 17 months, Charlie has become an integral part of the operations supervisor team. His duties include payroll auditing, dispatching, and managing the extra board. While working with Operations Supervisor Jim Coffman, he has been instrumental in the creation of a "dispatching guide" to be used by temporary supervisors. This project will ensure consistency among all dispatchers. Most recently, Charlie has become the lead supervisor for EmX. He has met with the current operators and is working to guarantee the system runs smoothly and efficiently.

On a personal note, Charlie is an avid sports enthusiast. He has been part of the LTD Fumes baseball team for the past few years and can strike up a conversation on almost any sport! He was married to his high school sweetheart, Shelly, in September, 2008. They have one daughter, Carmen, and are expecting a second daughter in October.

**October 2009 Employee of the Month:** Transit Service Planner Ken Augustson was selected as the Employee of the Month for October 2009. He began his career at LTD in 1998. Ken was nominated for this award by a fellow employee who has appreciated Ken's creative contributions and wanted to recognize him for his initiative. The fellow employee described Ken's tremendous contribution to the District: Ken created the framework for the service redesign plan entirely on his own. The submitted plan was fashioned in a very effective and efficient manner that brought positive input from all that reviewed it.

When asked to comment on Ken's selection as the Employee of the Month, Service Planning Manager Will Mueller said:

Ken Augustson has been a valued transit planner at Lane Transit District since 1998. He has made numerous exceptional contributions throughout the tenure of his career. Ken has been exceedingly creative in taking the initiative on a number of fronts. He is continually looking at things with fresh eyes and bringing new ways of doing or reporting to his work.

A tremendous contribution was his creation of the basic framework for the service redesign plan during the summer of 2008. Ken did this entirely on his own – without being asked to do so. He could have easily waited to follow someone else's lead, but he didn't. His plan became the framework for the ultimate redesign plan for the 15 percent service reduction scenario. This was a huge boon to our Annual Route Review process and to the District. Thanks in large part to this overall framework developed by Ken, the original proposal was fashioned in a very effective and efficient manner.

Ken is valued as an important player in LTD's success as a provider of the best transit service possible. He is one of those folks who works quietly behind the scenes, without drawing attention to himself, as he makes ongoing central contributions.

Congratulations to Rebecca, Charlie, and Ken on being selected as the August, September, and October 2009 Employees of the Months.

**AWARD:** Rebecca, Charlie, and Ken will attend the September 16, 2009, meeting to be introduced to the Board and receive their awards.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 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 September 16, 2009:

1. Approval of the Minutes of the May 20, 2009, Regular Board Meeting
2. Approval of the Minutes of the June 17, 2009, Regular Board Meeting
3. Approval of the Minutes of the July 15, 2009, Canceled Board Meeting
4. Approval of the Minutes of the July 27, 2009, Special Board Meeting/Luncheon
5. Approval of the Minutes of the August 19, 2009, Canceled Board Meeting

**ATTACHMENT:**

1. Minutes of the May 20, 2009, Regular Board Meeting
2. Minutes of the June 17, 2009, Regular Board Meeting
3. Minutes of the July 15, 2009, Canceled Board Meeting
4. Minutes of the July 27, 2009, Special Board Meeting/Luncheon
5. Minutes of the August 19, 2009, Canceled Board Meeting

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

LTD Resolution No. 2009-023: It is hereby resolved that the Consent Calendar for September 16, 2009, is approved as presented.

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

BOARD MEETING

Wednesday, May 20, 2009

Pursuant to notice given to *The Register-Guard* for publication on May 14, 2009, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting on Wednesday, May 20, 2009, beginning at 5:30 p.m., in the LTD Conference Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Mike Eyster, President  
Michael Dubick  
Greg Evans  
Dean Kortge  
Ed Necker  
Doris Towery  
Mark Pangborn, General Manager  
Jeanne Schapper, Clerk of the Board  
Kim Young, Minutes Recorder

Absent: Gerry Gaydos

**CALL TO ORDER/ROLL CALL:** Mr. Eyster convened the meeting of the Lane Transit District Board of Directors and called the roll.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Mr. Eyster reported that he and Assistant General Manager Stefano Viggiano visited Salem to discuss Senate Bill 34, which would increase the maximum payroll tax rate to .008 percent. The news had been encouraging as the bill passed through committee with a "Do-Pass" recommendation. Mr. Eyster acknowledged that a study of economic recovery would be needed to justify the increase.

**ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA:** There were none.

**WORK SESSION**

**West Eugene Collaborative Final Report:** The Board was joined by WEC Members Rob Zako and Jim Welsh, who provided a presentation regarding the recommendations of the West Eugene Collaborative (WEC). The presentation included background on the project, the membership, the proposed design for West 11<sup>th</sup> Avenue, and information about the role of transit in the corridor. The presenters indicated that more public involvement was to come. They also explained that the funding for the concept was not yet in place nor were the projects necessary to implement the vision included in any planning document.

Mr. Eyster solicited Board questions.



Mr. Evans said that the WEC recommendations made him question whether such an approach would require an overhaul of the area's existing zoning and the current City Code. He stated that Eugene's current land use planning might not support the approach.

Mr. Evans suggested that transit could help be a catalyst for redevelopment of the area, and asked the presenters where they thought that would have the most impact. Mr. Welsh anticipated that the needed zoning changes would happen gradually, and he did not expect a major overhaul of the zoning in the area any time soon. Mr. Zako emphasized the incremental nature of the WEC recommendations and said that there were existing constraints and funding issues that would prevent West 11<sup>th</sup> Avenue from being changed quickly. He anticipated that, in the near-term, some natural resource lands would be rezoned to reflect that use but that other rezoning would occur over time, as the market allowed, after the vision was adopted. Mr. Welsh believed that the residential community to the south of West 11<sup>th</sup> Avenue perceived the concept as a way to enhance the commercial area to make it more usable for them. Mr. Zako emphasized the public/private partnerships necessary for the redevelopment to happen.

Responding to a question from Mr. Kortge about the possibility of the EmX routing having to be redesigned if the WEC recommendations were achieved, Director of Planning and Development Tom Schwetz displayed a diagram depicting a cross section of the boulevard design and indicated that the cross section accurately illustrated where transit would run. He said that the Amazon route would not conflict with the concept. Mr. Evans asked if the Amazon route changed the character of the WEC vision significantly. Mr. Welsh stated that it changed some things but the changes were not drastic. Mr. Zako added that the cross section the Board was seeing was one example of what the multi-way boulevard might look like. The boulevard could include dedicated lanes for transit, or it may not; there could be a dedicated lane for transit in one direction and not in another. The WEC had explored those ideas but it had not designed the route, and it was not tied to a particular design for West 11<sup>th</sup> Avenue. That would be part of the discussion as the project went forward. He emphasized that the key principle to better transit in West Eugene was to have it close enough to West 11<sup>th</sup> Avenue to support the vision. The number of dedicated lanes was still undecided.

Mr. Necker asked about the time frame for completion of a multi-way boulevard, asking if it would be incremental. He added that he did not think incremental construction would be beneficial to the EmX, nor would a shift of route from the Amazon channel to West 11<sup>th</sup> Avenue. Mr. Zako stressed the incremental nature of the WEC's recommendations. The WEC had short-, medium-, and long-term recommendations that he anticipated would be realized over decades. He said that while WEC members were excited about the boulevard concept, they had trepidation about its implementation. He understood that other communities that used the approach completed such routes in segments by building some segments before others when the opportunity arose.

Mr. Schwetz noted that there had not yet been a technical analysis of the concept and that it still needed to be done.

Mr. Schwetz suggested that EmX on West 11<sup>th</sup> Avenue would be one of the elements that would help establish it as a multi-way boulevard.

Speaking to the Amazon alignment, Mr. Schwetz reiterated that the Amazon EmX route was within 300 to 600 feet of West 11<sup>th</sup> Avenue and that the stations along the Amazon would be at

City View and Oakpatch. He pointed out that if the EmX route was along the Amazon, the multi-way boulevard would require 24 less feet of right-of-way.

Mr. Evans commended the WEC vision.

Responding to a question from Ms. Towery, Mr. Zako discussed the WEC's vision of shifting existing industrial uses in the area to a newly developed industrial area. Mr. Schwetz noted that the WEC had discussed the concept of an "industrial preserve," which would establish a planned, unchangeable industrial area. He said that the concept had been used in Portland.

**West Eugene EmX Extension—Presentation to Eugene City Council:** Mr. Schwetz thanked the Board for helping refine the presentation and Mr. Eyster for taking the lead in the discussion. He said that the primary message that the Board and staff had heard was that it was important that the Council hear from those directly affected by the project. He had reiterated to the Council that LTD would do a major outreach effort, particularly to those directly affected. He stated that staff also would do a response document that would be shared with the Board, and would follow-up on some of the questions that had been asked by individual councilors.

Mr. Schwetz recalled that meeting participants had discussed options for the Locally Preferred Alternative process. The Board then asked the Council what type of information it was looking for to help make the decision and asked what process it wished to use to reach that decision. He relayed that staff had suggested a joint committee be established by LTD, Eugene, and the Metropolitan Policy Committee. He said that the Council liked that idea. He anticipated that the Council would discuss the issue in greater detail in September and would provide more direction to its staff at that time. When the Draft Environmental Impact Statement is released, he anticipated a meeting between the LTD Board, the City Council and perhaps the Metropolitan Policy Committee to discuss the subject at length, and then the joint committee process could commence.

Mr. Eyster agreed that the presentation was improved by the Board's previous discussion. The presentation also had provided for interaction between the LTD representatives and the Council. He said that there were a lot of stakeholders in the process, and that much was at stake.

Mr. Evans liked the idea of a joint committee but urged caution concerning the possibility of Board member overload and burnout due to involvement in too many committees. He believed that the Board should be clear about the processes and who would be responsible for decision making. He advocated for a simple and transparent process. Mr. Schwetz indicated that staff would return to the Board with a draft outline of the decision-making process.

## **AUDIENCE PARTICIPATION**

**Pauline Hutson**, Eugene, discussed eminent domain in conjunction with the EmX expansion project and her concerns about the impact of that process on individuals. She did not think that eminent domain had to take place as there were alternative routes to be found on 6<sup>th</sup> and 7<sup>th</sup> avenues and tax credits for reinvestment. She asked the Board to think of the little people. She expressed concern about the greater distances that would exist between bus stops along the proposed EmX routes.

Mr. Eyster said that it was clear to him that no one at LTD had yet locked in on any one route. He did not want to close off any options until the Board received the analysis, when it could balance that analysis with the input of citizens like Ms. Hutson.

#### ITEMS FOR ACTION AT THIS MEETING

**MOTION** **Consent Calendar:** Mr. Dubick moved adoption of LTD Resolution 2009-014. It is hereby resolved that the Consent Calendar for May 20, 2009, is approved as presented. Mr. Kortge provided the second. The Consent Calendar consisted of the minutes of the February 18, 2009, Regular Board Meeting; March 2, 2009, Special Board Meeting; and the March 31, 2009, Special Board Meeting.

**VOTE** The Consent Calendar was approved as follows:  
 AYES: Dubick, Eyster, Evans, Kortge, Necker, Towery (6)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Gaydos

**Public Hearing and Approval: Federal Grant Applications:** Financial Services Manager Todd Lipkin presented a brief overview of the three grant applications that were before the Board, including a Small Starts grant agreement to fully fund the Project Construction Grant Agreement for the Gateway EmX Extension, and a Transit Investments for Greenhouse Gas and Energy Reduction program.

Mr. Eyster opened the public hearing. There being no requests to speak, Mr. Eyster closed the public hearing.

**MOTION** Mr. Kortge moved adoption of LTD Resolution 2009-015: It is hereby resolved that the LTD Board of Directors approves the proposed grant applications, which total \$7,590,000 in federal funds and authorizes the general manager to submit these grant applications to the Federal Transit Authority for approval. Mr. Necker provided the second.

**VOTE** Resolution 2009-015 was approved as follows:  
 AYES: Dubick, Eyster, Evans, Kortge, Necker, Towery (6)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Gaydos

**Approve Selection of Audit Services:** Chief Accountant/Internal Auditor Carol James thanked the Finance Committee for its work on the audit process. Mr. Kortge acknowledged the Finance Committee's higher level of involvement in the process this year and said that it worked closely with staff to review the Request for Proposals that LTD received for audit services contracts.

**MOTION** Mr. Kortge moved adoption of LTD Resolution 2009-016: It is hereby resolved that the LTD Board of Directors authorize the general manager to sign a contract for audit services for fiscal years 2008-09, 2009-10 and 2010-11 with Grove, Mueller, & Swank, P.C. for \$30,000 per year for each year. Mr. Necker supplied the second.

Ms. Towery noted that her firm, United Way, contracted with the audit firm in question, but she did not think that she had a potential conflict of interest.

Mr. Necker reviewed the process that the committee used to rank the firms. He said that cost was a factor in the decision, but not the only factor.

Mr. Evans questioned the difference in costs between the two proposals. Mr. Dubick believed that it reflected the backgrounds of the firms making the proposals, one of which had extensive experience with larger transit systems and the other that had more experience with smaller systems. He added that participating in the auditor selection process gave him a better understanding of, and appreciation for, the audit process.

Mr. Necker concurred with Mr. Dubick's assessment, saying that the recommended firm appeared to be a better fit in regard to LTD's size and needs.

Mr. Eyster believed that the committee structure had worked well and it allowed some Board members to delve more deeply into subjects that were difficult to discuss in depth at Board meetings.

## VOTE

Resolution 2009-016 was approved as follows:

AYES: Dubick, Eyster, Evans, Kortge, Necker, Towery (6)

NAYS: None

ABSTENTIONS: None

EXCUSED: Gaydos

**ITEMS FOR INFORMATION AT THIS MEETING**

**Board Member Reports:** Mr. Eyster called attention to the summary of meetings.

**Monthly Financial Report:** There were no questions.

**Transportation Growth Management Grant:** There were no questions.

**Correspondence:** There were no questions.

**Monthly Department Reports:** Mr. Eyster solicited questions. There were none.

**Monthly Performance Reports:** There were no questions.

**ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING**

- A. Commuter Solutions Comprehensive Group Pass Research
- B. Budget Adoption
- C. LTD Boundaries
- D. Fare Policy Changes
- E. Disadvantaged Business Enterprise
- F. Springfield Path Historical Project
- G. Gateway Station/EmX Extension Project Update

- H. Legislative Bill Updates
- I. Annual Performance Report
- J. West Eugene EmX Extension Update

**ADJOURNMENT**

Mr. Eyster adjourned the meeting at 6:28 p.m.

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Board Secretary

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, June 17, 2009

Pursuant to notice given to *The Register-Guard* for publication on June 11, 2009, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular monthly Board meeting on Wednesday, June 17, 2009, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Mike Eyster, President  
Greg Evans, Vice President  
Michael Dubick (via telephone)  
Dean Kortge  
Ed Necker  
Doris Towery  
Gerry Gaydos  
Mark Pangborn, General Manager  
Lynn Taylor, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Mr. Eyster convened the meeting and called the roll.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** There were no preliminary remarks.

**ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA:** General Manager Mark Pangborn introduced Ann Harris, the new Administrative Secretary for point2point Solutions.

**BOARD CALENDARS:** Mr. Pangborn noted that there will be a pension trust meeting on June 25; that the bus Roadeo would be held on July 19; and the Board luncheon is tentatively scheduled for July 27. He added that it was possible that the July Board meeting would be canceled if there were no pressing agenda items.

**WORK SESSION**

**Commuter Solutions Update and Research Report:** Program Manager Connie Bloom Williams began by saying that Commuter Solutions was established in 1996 as the region's transportation options program with the goal of reducing single-occupancy vehicle trips, while focusing on employment-related trips. She added that the program's scope had changed and expanded during these past years, and its new identity as **point2point Solutions** would be officially introduced to the public at the Eugene Celebration on September 4-6, 2009.

Employer Programs Specialist Marcia Maffei described the history of the group pass program, which began with the University of Oregon (UO) in 1988. She used graphs to illustrate the growth of the program. She said that research was conducted in 2002 to

establish baseline information on the current modes of travel by employees of 35 employers. Follow-up research in 2008 measured the extent to which modes of travel within the region had changed. She reviewed the use and revenue data collected during the research.

Director of Service Planning, Accessibility, and Marketing Andy Vobora discussed the results of a revenue analysis of the group pass program that involved three employers ranging in size from 350 to 4,156 employees. He said that the extent to which the program was revenue neutral depended on the size of the employer. An analysis indicated that standard fare revenue for those employees using the group pass program would be approximately \$853,666, while pass program revenue was \$768,315. He felt that the program was close to being revenue neutral.

Mr. Pangborn commented that the Metropolitan Policy Committee (MPC) had asked LTD what it would take to make transit free to the community. He said that the system currently generated approximately \$6 million in passenger fares and the question was how to replace that revenue while accommodating increased ridership since the system was already functioning at capacity.

Ms. Maffei noted that 38 pages of comments from survey respondents were posted on the Commuter Solutions website. She reported that employees saw the group pass program as a benefit, and employers regarded it as an employee retention tool.

Tammy Lockwood, Lockwood Research, stated that 59 employers agreed to participate in the comprehensive survey. She described the research methodology and reviewed the results, including demographics of group pass recipients, increased use of the bus and other transportation options, and reduction in vehicle miles traveled. Regarding future trends for the group pass program, she said that 60 percent of those who usually drove alone to work would likely begin using the bus if there were altered routes and stops; 54 percent would use another transportation option if fuel prices began to increase; and 49 percent would use another option if there were a guaranteed ride home in emergencies.

Ms. Lockwood relayed that PeaceHealth and the UO faculty and staff represented 52 percent of the survey sample. PeaceHealth's move to RiverBend resulted in a significant drop in employees' use of the bus. She said that survey respondents indicated that factors affecting their decision to use the bus were: lack of an express route; service cuts; location of routes and stops; and commuting time.

**University of Oregon Community Planning Workshop – EmX Evaluation:** Director of Planning and Development Tom Schwetz introduced University of Oregon Project Manager Sarah Schooley. She presented the results of a research project that was conducted by graduate students of the University of Oregon Master of Community and Regional Planning Program Community Planning Workshop (CPW). The focus of the project was the EmX implementation process.

Ms. Schooley described the research methodology and project deliverables, including a stakeholder perception report, evaluation framework, website evaluation report, and neighborhood and business survey reports. She said that of particular interest would be the stakeholder perceptions report. With this report in mind, the CPW had developed a set of

recommendations for improving the process as well as improving communications with stakeholders.

Mr. Schwetz noted that a June 17, 2009, memorandum from CPW had been distributed as a handout to the Board. He said that the document contained a comprehensive list of recommendations, and he would focus on three that were of particular importance:

- Coordination with LTD's jurisdictional partners can be improved. LTD should coordinate more closely with local governments.
- A significant portion of the community is not aware of the full EmX system plan. LTD should communicate its full build-out vision of BRT in Eugene-Springfield. This vision would include marketing transit in general.
- LTD should develop tools to more effectively communicate the process for completion of the EmX system.

Mr. Schwetz explained that currently only one individual from each jurisdiction was involved in the process and that there were plans to broaden the number of staff from each agency as the process moved forward. He said it was apparent that a significant portion of the community was unaware of plans for the full build-out of EmX and that LTD would develop strategies to establish that vision within the community.

In response to a question from Mr. Eyster, Mr. Schwetz said that the concern about the need to broaden involvement within jurisdictions had come from city staff.

Mr. Evans agreed that the EmX message was not resonating with the community. He felt it was partially a public relations issue and asked if there were specific recommendations related to outreach. Mr. Schwetz said that the report did not include specific suggestions; nevertheless, LTD staff were discussing the need for more and better tools to communicate with the public.

Mr. Necker asked if stakeholders had indicated a preference for receiving information from LTD. Ms. Schooley replied that 74 percent of the Fairmount neighborhood respondents indicated that they received their information about EmX from *The Register Guard*. It was important to establish good relationships with the media outlets that people knew and trusted. She said that people needed to understand how their input was being utilized by LTD. She suggested that each meeting begin with a description of what stage of the process LTD was in and what influence the public would have on the final decisions. She stressed the importance of communicating the fact that EmX will be a 61-mile system when complete and will provide a transportation network in the region.

Ms. Towery commented that articles in newspapers represented a message that had been interpreted by someone else. LTD needed to present information directly to the community through channels such as corporate and neighborhood newsletters.

Mr. Schwetz suggested that creative ways to reach out to the community could be a topic at the Board's luncheon that is scheduled for July 27.



**EMPLOYEE OF THE MONTH – JULY 2009:** Director of Transit Operations Mark Johnson introduced Bus Operator Dee Edwards as the July 2009 Employee of the Month. He said that Ms. Edwards set a great example of utilizing LTD's core values to make her passengers feel safe and protected.

Mr. Eyster presented Ms. Edwards with her award, congratulated her on behalf of the Board, and thanked her for her service. Ms. Edwards said she felt blessed and honored to be a part of LTD.

### AUDIENCE PARTICIPATION

**Josef Siekiel-Zdzienicki**, Eugene, commented that the Board had seen presentations related to the Amazon Creek alternative and the West Eugene Collaborative's recommendations, and he suggested that it also consider a presentation on the 6<sup>th</sup>/7<sup>th</sup> Avenue alternative. He asked if the Oregon Department of Transportation (ODOT) had made a decision about whether an LTD bus could travel in one of the standard lanes every ten minutes or if it required a dedicated lane on 6<sup>th</sup> and 7<sup>th</sup> Avenues.

Mr. Schwetz replied that LTD was working with ODOT and that both options were included in the analysis of that alternative.

### ITEMS FOR ACTION AT THIS MEETING

**MOTION** **Consent Calendar:** Mr. Kortge moved adoption of LTD Resolution 2009-017: It is hereby resolved that the Consent Calendar for June 17, 2009, is approved as presented. Mr. Evans provided the second. The Consent Calendar consisted of the minutes of the April 15, 2009, Canceled Regular Board Meeting; May 11, 2009, Special Board Meeting; and Resolution 2009-018, Reaffirming District Boundaries.

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

**Public Hearing and Approval of Fiscal Year 2008-2009 Supplemental Budget:** Financial Services Manager Todd Lipkin explained that the supplemental budget would repay an interfund loan of \$150,000 from the General Fund to the Commuter Solutions Fund that was necessitated by the delayed receipt of grant proceeds.

Mr. Eyster opened the public hearing. No one wished to speak, and the hearing was closed.

**MOTION** Mr. Evans moved approval of LTD Resolution 2009-019, which amended the LTD Fiscal Year 2008-2009 budget as represented in the Resolution. Mr. Gaydos provided the second.

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

**Public Hearing and Approval of Fiscal Year 2009-2010 Budget:** Director of Finance and Information Technology Diane Hellekson stated that the budget described in the Resolution was the same as the authorized spending in the budget for FY 2009-2010 approved by the LTD Budget Committee on May 20, 2009, with the exception of the Mobility Management Program, which was inadvertently omitted when the Accessible Services Fund was split into two funds. She said that the program's funding of \$141,800 had been reinstated, and that did not increase either the fund budget or the total budget.

Ms. Hellekson called the Board's attention to a change resulting from the Budget Committee's meeting and explained the \$700,000 contribution to retirement plans. She said that the administrative plan was on a July 1 - June 30 fiscal year and was analyzed on a biennial basis. The next analysis would occur using financial information as of on June 30, 2009, and that a contribution made on July 1 would not be calculated into the equation for two more years. She said that if the District made a contribution in late June, it would not affect cash flow, and the contribution would be included in the next plan evaluation. She added that the entire \$700,000 contribution would be made in June, unless the Board objected, and that the appropriation for the contribution would be left in next year's budget as a cushion.

Mr. Eyster opened the public hearing. No one wished to speak, and the hearing was closed.

MOTION Mr. Evans moved approval of LTD Resolution 2009-020, adopting the LTD Fiscal Year 2009-2010 budget and appropriating \$96,105,200 as represented in the Resolution. Ms. Towery provided the second.

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

**Federal Fiscal Year 2010 Disadvantaged Business Enterprise (DBE) Goal:** Purchasing Manager Jeanette Bailor explained that the LTD Board adopts revised DBE policies and goals annually. She said that the goal for the next federal fiscal year was 5.19 percent of Federal Transit Administration funded contracting activities. DBEs were defined as women- and minority-owned business enterprises as certified by the State of Oregon.

Mr. Evans commended LTD's DBE program outreach efforts.

MOTION Mr. Kortge moved approval of LTD Resolution 2009-021: Resolved, the LTD Board of Directors hereby adopts a new DBE Goal of 5.19 percent, effective August 1, 2009. Mr. Evans provided the second.

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

**Approval of Updates to Fare Policy:** Mr. Vobora reviewed the changes to the District's Fare Policy that were approved by the LTD Board Finance Committee on May 12, 2009. He said that the biggest change was removal of the monthly cap on fare instruments that agencies could purchase through the District's Not-for-Profit Agency Discount Program.

MOTION Ms. Towery moved approval of LTD Resolution 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. Mr. Dubick provided the second.

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

Mr. Pangborn commended Mr. Vobora and his staff for developing the Not-for-Profit Agency Discount Program.

#### ITEMS FOR INFORMATION AT THIS MEETING

**Board Member Reports:** Mr. Pangborn reported that the Metropolitan Policy Committee (MPC) was beginning its discussion of allocation of Surface Transportation Program-Urban (STP-U) funds. He reminded the Board that LTD had requested an allocation of \$1.5 million over the next four years to address cuts in service. He felt that there was support among MPC members for that request.

Mr. Eyster stated that the Gateway EmX press event on May 26 was successful and that members of the congressional delegation attended.

**Gateway EmX Extension Project Update:** Facility Services Manager Charlie Simmons said that all permits and approvals were in place. He said that Wildish Construction was the construction manager/general contractor on the project and would perform 10 percent of the work; the remaining 90 percent had been put out for bid, and the bids that were being received were less than anticipated and would result in a much larger contingency. A larger contingency meant that elements could be added back into the project. Those could include:

- Bus lanes through major intersections
- Concrete bus pads at Harlow and Gateway curbside stations
- Springfield Station modifications
- Fiber optic backbone
- Additional artwork

- Pedestrian path lighting
- Real-time information signs
- Colored concrete crosswalks
- Wheelchair ramp request lights
- Security cameras

Mr. Simmons stated that the project included 41 property acquisitions; 40 appraisals had been completed and 25 parcels purchased. He did not anticipate problems with acquiring the remaining property. He showed a video of construction activities and said that the project was on schedule and within budget.

Regarding the EmX buses for this project, Mr. Simmons reported that the first vehicle was in production and it is expected that all five buses would be delivered by the end of the summer. With the exception of different diesel engines, the vehicles were virtually unchanged from those already in service. Director of Maintenance George Trauger explained that the new vehicles would have Cummins engines instead of Caterpillar. He said that the basic design was the same, but that Caterpillar was no longer in the transit business. He added that some interior design elements related to wheelchairs were being modified.

Mr. Simmons said that 1 percent of the Gateway EmX budget, or \$230,000, was budgeted for art. A committee was established to review proposals from artists and selected a proposal from Devin Laurence Field for three sculptures to be placed at the stations at Centennial, Q Street, and Hayden Bridge. The rest of the proposal included art similar to the decorative railings on the Franklin corridor and would be placed at about half of the Gateway EmX stations. An additional \$60,000 could place railings at all of the stations.

Mr. Simmons noted that there had been a dedication and grand opening of the Gateway station on June 14 and 15.

In response to concerns voiced by Mr. Necker regarding the safety of the crosswalk at the new Gateway station, Mr. Simmons said that it was being addressed. The District had placed temporary signs reminding pedestrians to look both ways before crossing, and staff would continue to review the safety of the new crosswalk.

Mr. Vobora added that cars were not required to stop unless there were pedestrians in the crosswalk, and signs reminding drivers to yield to pedestrians were in place. He said that several ideas were being explored for improving pedestrian safety at the new station.

Mr. Simmons showed a video of construction activities during the past year of the project.

Mr. Necker said that people had expressed concern about turning into an apartment complex because of the cross-hatch design in the center lane. Mr. Vobora stated that the City had closed that entrance and was requiring residents to use the other entrance.

Mr. Evans asked if there had been any consideration to displaying artwork that reflected the growing Latino community in Springfield. Mr. Simmons replied that the selected proposal included specific pieces, but there may be opportunities for such art along the multiuse path.

**Rosa Parks Multiuse Path Historical Project:** Mr. Vobora described discussions among LTD, The City of Springfield, and the Springfield Chamber of Commerce to emphasize the history of Springfield with artwork along the Rose Parks multiuse path. He indicated that one concept was a piece similar to the flour mill piece designed for the Gateway EmX project, which would include information about the City's history inside. He added that there were opportunities along the path to create a sense of place, but discussions were still at a very general level.

Mr. Eyster asked if there was a way to incorporate some aspect of Springfield's changing demographics in the artwork if additional funding was available. Mr. Vobora explained that if there were, a group would be formed to meet separately with representatives from contributing partner agencies to determine what art would be installed. Mr. Simmons added that the Gateway art proposal could not be changed unless the artist agreed.

Mr. Evans wanted artwork to be inclusive and welcoming to the Latino community, who represent a significant percentage of the District's ridership.

**Board Meeting Location:** Mr. Vobora provided an overview of the Board's meeting locations prior to construction of the LTD Administration Offices in 1988. He had polled peer districts regarding their meeting practices. Many districts had an administrative facility where meetings were held; one district had a different meeting location each month, rotating throughout the communities that it served. Meeting times were typically in the evening.

Mr. Necker said that he had heard complaints that the Board's meetings were too late for people who had to use transit to outlying areas.

Mr. Eyster asked if the Board wanted to add the topic of meeting location as a discussion item at the Board luncheon.

Mr. Kortge was not certain there was a problem.

Mr. Evans said that accessibility had been raised as an issue, and he thought having meetings occasionally in other communities could be useful in demonstrating that LTD served the entire region. He wanted to discuss the matter at the luncheon.

Mr. Vobora asked what additional data the Board would need prior to the luncheon.

Mr. Pangborn said that the library was a good location, but that the City was reluctant to guarantee its availability. A benefit of that location is that it is wired for community access television. He stated that staff could research reserving dates in advance, the cost of using community access television, and the cost of wiring LTD facilities for telecasts.

Mr. Vobora pointed out that if meeting locations varied, the District would need to use resources to make sure information about times and locations were widely distributed.

Ms. Towery observed that the meetings at the library had considerable attendance because they concerned major issues like service cuts. She questioned whether changing locations would result in greater attendance when there were no major issues on the agenda.

Mr. Eyster said that a discussion of meeting location and technology to make meetings more accessible would be placed on the luncheon agenda.

**Legislative Update:** Assistant General Manager Stefano Viggiano announced that Senate Bill 34, which allowed the payroll tax to be increased to a maximum of .008, had been signed by the governor. He said that House Bill 2069 (relating to funding for elderly and disabled transportation) and HB 2396 (relating to LTD's request for lottery bonds to fund the West Eugene EmX project) were still in play. He explained that there had been a concerted community lobbying effort for the EmX funding and that there had been encouraging responses from legislators.

**Monthly Financial Report – May 2009:** Ms. Hellekson stated that May was a benchmark period and that as of May 31, payroll tax receipts were 1.6 percent below last year. She added that there would be another analysis of receipts in August. She said fuel prices were increasing somewhat, but were not as volatile as last year and that ridership was stable.

**Board Luncheon Topics:** Mr. Pangborn said potential discussion topics included the following:

- Succession planning and the effectiveness of internal training programs
- The role of public participation and getting LTD's message out to the community
- What had been learned from the first EmX corridor
- A vision beyond EmX
- Board meeting locations and community access

Director of Human Resources and Risk Management Mary Adams said that the Board could review the District's internal training processes geared toward professional development within the organization and data on how frequently positions had been filled internally rather than recruiting externally. She added that the strategies related to succession planning and key positions in the organization expected to turn over in the next five years could also be discussed. She said the Board's feedback would be sought on those issues.

Mr. Kortge expressed concern about how the District would fund pension plans. Mr. Pangborn said that the subject could be explored in depth at the Board's fall retreat.

Mr. Evans raised concerns about the timeline for building out EmX and the need to accelerate that schedule.

## ADJOURNMENT

Mr. Eyster adjourned the meeting at 8:10 p.m.

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Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, July 15, 2009

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

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Board Secretary

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MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT  
SPECIAL BOARD MEETING/ LUNCHEON

Monday, July 27, 2009

Pursuant to notice given to *The Register-Guard* for publication on July 23, 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/Luncheon on Monday, July 27, 2009, beginning at 11:30 a.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Mike Eyster, President  
Michael Dubick, via conference call  
Greg Evans  
Gerry Gaydos  
Dean Kortge  
Ed Necker  
Doris Towery  
Mark Pangborn, General Manager  
Jeanne Schapper, Clerk of the Board  
Renee Jones, Recording Secretary

**CALL TO ORDER/ROLL CALL:** Board President Mike Eyster called the meeting to order and called the roll. Mr. Eyster noted that Mr. Necker would arrive shortly.

**PRELIMINARY COMMENTS BY MARK PANGBORN:** Mr. Pangborn welcomed the Board, reviewed the Board calendars and the agenda for the meeting, and then introduced Director of Human Resources and Risk Management Mary Adams.

Mr. Necker arrived at 11:43.

**EMPLOYEE DEVELOPMENT AND SUCCESSION PLANNING:** Ms. Adams discussed the outline of the presentation and asked the Board to keep the following questions in mind during the presentation:

- Is the current succession plan going in the direction that the Board would like?
- Does the Board feel they are receiving all of the information they need to enable them to hire the next general manager?
- Is this approach generally consistent with the Board's expectations for succession planning?

Ms. Adams explained that the employee development plan was formulated based on the Strategic Plan, which led to the LTD Road Map that the Board adopted in 2007.



Ms. Adams introduced Training Specialist Pat Rather to talk in detail about the LTD Employee Development plan. Mr. Rather discussed that he would concentrate on four questions that come up when addressing employee development:

1. How does the District enhance an employee's abilities to meet both personal and professional challenges of the future?
2. How does LTD enhance the leadership skills of existing employees?
3. How can the District support an employee's personal and professional growth goals for the future?
4. What is the District doing to create an action plan to meet the planned vacancies that are coming in the future?

Mr. Rather explained in detail how the District addresses each of these questions as they plan and implement the employee development plan. The Board and staff discussed how some of the local leadership programs have been effective in improving the District's workforce. Mr. Rather then described the LEAP program and how it supports the District's goal of being a learning organization and how it benefits employees.

Ms. Adams relayed some data in terms of hiring that has happened at the District during the past five years:

- The District has filled 73 positions
- Approximately 58 percent of those positions were filled internally (42 positions)
- Approximately 42 percent were external hires (31 positions)

The next discussion topic revolved around the process of replacing several high-level positions during the next two to three years. Ms. Adams outlined the planning model for these replacements, which includes a list of principles, the 10-year vision, the challenges and competencies that the Board sees in filling these roles, and then beyond ten years into the future.

Responding to a question from Mr. Evans, Mr. Pangborn explained the history of the general manager (GM) position at the District. In the nearly 40 years that LTD has been in existence, there have been four general managers: Fred Dyer (1970 – 1979), Phyllis Loobey (1979 – 2000), Ken Hamm (2000 – 2006) and Mark Pangborn (2006 to present).

When asked about the possibility of utilizing a consultant for hiring a new GM, Mr. Pangborn explained that it will depend on the Board members' dialogue regarding their requirements and their vision for the next GM. Ms. Adams reiterated that the process of succession planning to form the Model for Competencies will provide the Board with enough details to help them decide what they will do when the time comes to hire a new GM.

Mr. Pangborn informed the Board that he has begun writing up some notes on the duties of the GM as well as his thoughts regarding what the future may hold for the next GM since he feels it is a position in transition. Mr. Evans concurred, stating that this hire will be even more critical than it has been in the past due to the drastically changing face of transportation.

Ms. Adams next spoke about the principles that will be relied upon in the model for competencies. She stated that the District will, as always, hire the most qualified candidate, whether that is internal or external. This principle is always very closely followed. One of the objectives in this process is to ensure that internal candidates have the opportunity to become qualified candidates. This will happen by having ongoing, consistent skill

development and leadership development goals. This fits into the strategic goal of LTD being a learning organization.

Ms. Adams then asked the Board whether this employee development approach was consistent with the Board's strategic direction that the Board had given to staff. She also asked the Board members if they felt that the District was still heading in the right direction or if there were some modifications that they would like to see.

Ms. Adams asked the Board if they felt that the approach that staff was following would give the Board enough information they would need to hire the next general manager.

Mr. Eyster stated that the model is comprehensive and that he couldn't think of anything that was left out. Mr. Kortge agreed but wanted the Board to remember that there are going to be a few unknowns regarding where the District will be in the next few years. Ms. Towery observed that the vision seems right, but the hiring of the new GM may depend on other staff members that will be transitioning at that time. Mr. Evans added that the candidate for this position will require a unique set of competencies.

Ms. Adams asked the Board if this approach was consistent with the Board's long-term direction for succession planning.

Overall, the Board agreed that this particular process lends itself to an acceptable direction from which they can proceed.

**BOARD MEETING ACCESSIBILITY:** Director of Service Planning, Accessibility, and Marketing Andy Vobora reviewed the "Features of Downtown Area Meeting Locations" spreadsheet that was part of the luncheon packet. He relayed that the Board had asked staff to evaluate the pros and cons involved with hosting Board meetings in downtown locations as an alternative to the District's Board Room.

Mr. Eyster added that there should be another consideration listed on the spreadsheet: to consider the additional staff time that would be involved in an offsite location.

In reviewing the different locations, Mr. Vobora found pluses and minuses to each facility, and from the standpoint of staff, there doesn't seem to be overwhelming evidence that suggests the District should move its Board meetings offsite.

Mr. Eyster opened the floor to comments from the Board:

- Mr. Necker felt that the District should continue to have Board meetings at the District facilities at the standard time; however, he suggested that when there is an issue that requires public outreach/attendance that the meetings be held earlier in the day at a downtown location.
- Mr. Evans concurred with Mr. Necker. He asked about the possibility of broadcasting the Board meetings via internet connection and if that would be less expensive than the cost of TV broadcasting. Information Technology Manager Steve Parrott replied that there would still be considerable expense involved and that he could look into the expense if the Board so desired.

Mr. Eyster concluded that because there was a careful analysis done and an in-depth conversation had, there was no overwhelming reason to move the Board meetings. The rest of the Board members agreed.

**BOARD E-MAIL PROCEDURE:** Mr. Pangborn introduced Steve Parrott who reviewed how the Board can access their individual e-mail accounts using LTD's Firepass network. This new method of accessing Board e-mail provides a controlled barrier between the Board member's personal computer and LTD's network, keeping public record content only on LTD's network.

Mr. Parrott worked with each Board member individually to set up their passwords and answer any questions.

**ADJOURNMENT:** Mr. Eyster adjourned the meeting at 1:26 p.m.

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Board Secretary

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, August 19, 2009

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, August 19, 2009, at 5:30 p.m., was canceled due to a lack of agenda items requiring action.

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Board Secretary

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** BOARD MEMBER REPORTS

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

**ACTION REQUESTED:** None

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

### MEETINGS HELD

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

1. **West Eugene EmX Extension Corridor Committee (WEEE CC):** 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 committee met on August 13, August 20, and September 10. The discussions at these meetings focused on a review of the public outreach effort, conceptual engineering designs for each of the alternative alignments, and a review of the committee charge. In addition, new members were introduced at the September 10 meeting.
2. **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 discussion at the meeting held on August 13 included topics such as the proposed Transportation Summit, MPO Greenhouse Gas Task Force Representation, and STP-U funds. At the following MPC meeting that was held on September 10, agenda items included CAC Recruitment Plan, FFY 2010 STP-U, letters of support for the TIGER Grant

Application, Federal FY 2011-2013 STP-U Funding Framework, and the MPO Greenhouse Gas Task Force Report.

3. **Board HR Committee**: The Board HR Committee is composed of Chair Mike Dubick and Board members Dean Kortge and Gerry Gaydos. At the September 8 meeting, the committee discussed the general manager evaluation process.

#### **OTHER ACTIVITIES**

1. **FTA Administrator Peter Rogoff Visit**: On September 12 FTA Administrator Peter Rogoff visited Lane Transit District and toured the EmX system. Congressman Peter DeFazio joined Administrator Rogoff. Board President Mike Eyster and Board Member Greg Evans participated in the meeting.
2. **Oregon Transportation Commission Presentation**: The Oregon Transportation Commission held their meeting in the Eugene-Springfield area this month. On the September 15 meeting agenda was a presentation on EmX, as well as a roundtable with local officials. Board President Mike Eyster and Board Member Greg Evans were scheduled to participate in the roundtable discussion.

#### **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 is scheduled to be held on September 24.
2. **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 meeting scheduled for September 1 was postponed and has been tentatively rescheduled for October 6.
3. **Board Service Committee**: The Board Service Committee members are Chair Greg Evans, Ed Necker, and Doris Towery. The next meeting is in the process of being scheduled for sometime in late September or early October.
4. **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.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** TRANSPORTATION INVESTMENT GENERATING ECONOMIC RECOVERY (TIGER) GRANT

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

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

**BACKGROUND:** Lane Transit District is a co-applicant, along with the City of Springfield and the Oregon Department of Transportation, for a Transportation Investment Generating Economic Recovery (TIGER) grant for improvements to Franklin Boulevard in the Glenwood area of Springfield, Oregon. The TIGER grant program is part of the American Recovery and Reinvestment Act (ARRA) funding. A total of \$1.5 billion is available nationwide through this program. The Franklin Boulevard request is for \$49.5 million.

This grant request would fund reconstruction of Franklin Boulevard through Glenwood to develop the street into a multi-way boulevard. The project would add sidewalks, bike lanes, EmX lanes and stations, and landscaping to a street that currently lacks those amenities. The multi-way boulevard concept is intended to facilitate through traffic flow while accommodating access to adjacent businesses. This multi-modal project is expected to lead to redevelopment of the area.

The TIGER Grant program does not require matching funds, and LTD has not committed funding for the project. The grant program is expected to be extremely competitive.

**ATTACHMENTS:** None.

**PROPOSED MOTION:** None.

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 16, 2009
- ITEM TITLE:** FISCAL YEAR 2008-09 PERFORMANCE REPORT
- PREPARED BY:** Stefano Viggiano, Assistant General Manager
- ACTION REQUESTED:** None
- BACKGROUND:** The LTD Road Map includes a number of performance objectives to support each of the plan's six goals. The results of the District's performance in Fiscal Year 2008-09 relative to the performance objectives are summarized in the attached document.
- Overall, this has been a good year in terms of ridership and productivity, with both meeting performance objectives despite a significant drop-off in ridership during the second half of the year. However, the trend will need to change in order for those goals to be met in the current year. Other notes on the District's performance:
- EmX ridership exceeded previous year ridership every month in FY 2008-09 except June. Recall that the Olympic Trials greatly increased EmX ridership in June 2008.
  - On-time performance improved as compared with the previous year, despite the increase in ridership.
  - Workplace safety measures in FY 2008-09 declined as compared with FY 2007-08, but are generally positive when considered over a longer period. Note that one large claim significantly affected both time loss days and costs.
- ATTACHMENT:** Fiscal Year 2008-09 Summary of Performance Objectives
- PROPOSED MOTION:** None

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**LTD Strategic Plan  
2008-09 Performance Objectives**

| <b>GOAL</b>  | <b>Performance Measure</b>                                | <b>2008-09 Objective</b> | <b>2008-09 Actual</b>   | <b>Met Goal</b> | <b>Comments</b>   |
|--|---|--------------------------|-------------------------|-----------------|---|
| DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE   | System Ridership (avg weekday)                            | 3% Increase              | 3.5% Increase           | YES             | Ridership dropped off in the second half of the year. EmX up 8% for the year      |
|  | Per Capita Ridership                                      | 1% Increase              | 2% Increase             | YES             | Trend over 20 years is about a 2.5% increase per year                             |
|  | System Productivity                                       | 1% Increase              | 2.6% Increase           | YES             | Ridership increased at a greater rate than the service level                      |
|  | On-Time Performance                                       | At or Above 90%          | 92.5%                   | YES             | Increased from 91.7% last year  |
| DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE                           | RideSource Productivity                                   | 1% Increase              | No Change               | NO              | Productivity unchanged. This is an improvement from 3.5% decrease last year       |
|  | Peak-Hour Ridership on Congested Corridors                | 2% Increase              | Data Not Available      | N/A             | Certain to have met this goal given transit ridership increase and VMT decrease   |
|  | Number of Choice Riders                                   | 1% Increase              | No new data this year   | N/A             | Fall 2007 survey indicated 47% had another vehicle available, up from 44% in 2004 |
|  | Ridesharing (including vanpools)                          | 3% Increase              | 34% Increase            | YES             | Figure is for vanpool trips. Carpool registrations up 11% in FY08-09              |
| MAINTAIN LTD'S FISCAL INTEGRITY  | Adjusted Cost per Boarding                                | Maintain or Lower        | Increased               | NO              | Slight increase from \$2.80 to \$2.83 per trip                                    |
|  | Administrative Overhead                                   | Less than 20%            | 15.90%                  | YES             | Slight increase from 15.4% last year  |
|  | Independent Audit of CAFR                                 | Unqualified Opinion      | Audit Not Yet Completed | N/A             | Opinion rendered in October   |
| PROVIDE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS                                    | "Good to Excellent" Ratings on Community Surveys          | Maintain or Improve      | No new data this year   | N/A             | Fall 2007 survey indicated 86% rated LTD good or excellent, up from 80% in 2004   |
|  | Board Involvement on Key Local Committees                 | Maintain or Increase     | Maintained              | YES             |   |
| DEVELOP A SUPPORTIVE WORKPLACE ENVIRONMENT THAT FOSTERS SUCCESS                                | Negative Employee Turnover                                | Maintain or Reduce       | Increased               | NO              | Slight increase from 2.6% to 2.97%  |
|  | Workplace Safety  | Reduce Accidents         | Increased               | NO              | Workplace accidents increased from 29 to 44                                       |
|  |   | Reduce Time Loss Days    | Increased               | NO              | Increased from 73 to 515 due in part to one large claim                           |
|  |   | Reduce Cost of Accidents | Increased               | NO              | Claim cost increased from \$160,660 to \$446,758 due to one large claim           |
|  | Workplace Morale  | Maintain or Improve      | Maintained              | YES             | Workplace morale remains high despite budget uncertainties                        |
|  | Employee Health   | Reduce Health Plan Usage | Increased               | NO              | Significant increase in ATU Plan in 2008  |
|  | Awareness of LTD Brand                                    | Maintain or Increase     | Maintained              | YES             |   |
| INSTILL IN EACH EMPLOYEE AN ACTIVE AWARENESS OF OUR POSITION, OUR PERSONALITY, AND OUR PROMISE | "Good to Excellent" Ratings on Community Surveys          | Maintain or Improve      | Data Not Available      | N/A             | Survey to be conducted in 2009  |
|  | Customer Complaints and Compliments per 100,000 Boardings | Decrease Complaints      | Decreased               | YES             | Decrease of approximately 20 percent from the previous year                       |
|  |   | Increase Compliments     | Decreased               | NO              | Decrease of approximately 24 percent from the previous year                       |

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** JULY AND AUGUST FINANCIAL STATEMENTS

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

**ACTION REQUESTED:** None

**BACKGROUND:** Because the independent audit field work that is usually scheduled to begin after Labor Day was scheduled to begin on August 31 this year, it was not possible to prepare the July and August Board financial statements in time for inclusion in the Board packet. The report for July and August 2009, with the emphasis on August results, will be distributed at the September 16 meeting. Staff regret any inconvenience that this delay might cause.

As Board members know, payroll taxes are collected by the Oregon Department of Revenue during the month after each calendar quarter closes. The Department of Revenue then disburses the funds to Lane Transit District at the beginning of the next month, which is typically in August, November, February, and May. Results for August are, therefore, important in interpreting Lane Transit District's financial position relative to what was anticipated by the current year budget and by the Long-Range Financial Plan (LRFP).

Unfortunately, this year the results are more difficult to interpret. Sometime during the previous fiscal year, the Department of Revenue disbursed \$347,136 to Lane Transit District that did not belong to the District. The error was discovered in July and was corrected by withholding new disbursements until the entire amount was recovered. The result of the error and its subsequent correction was an overstatement of payroll tax receipts in FY 2008-09 and an understatement of receipts relative to the previous year for the first two months of FY 2009-10. As of August 31, payroll tax receipts (cash basis) were \$4,883,340. This total represents a 12.9 percent reduction as compared with receipts for the comparable period in the last fiscal year. The FY 2009-10 budget anticipated that payroll tax receipts would essentially remain flat. Receipts are down much more than were anticipated by the current year budget and the LRFP. If current tax collection levels are maintained for the entire fiscal year and all other revenue receipts are as anticipated by the budget, there will be a \$3,000,000 shortfall.

Reserves are adequate to maintain current levels of operations through FY 2009-10. In the absence of a major improvement in payroll tax receipts, or the fairly immediate identification of a replacement revenue source, significant cost reductions will have to be implemented in the fall of 2010.

The next payroll tax benchmark analysis will occur in early November. Additional information may be available at the September 16 Board meeting.

**ATTACHMENTS:** *July and August financial statements to be handouts at Board meeting*

**PROPOSED MOTION:** None

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## MONTHLY DEPARTMENT REPORTS

September 16, 2009

### PLANNING AND DEVELOPMENT

*Tom Schwetz, Director of Planning and Development*

#### **PROJECT DEVELOPMENT**

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

During the past month, staff work on the WEEE project included the following activities:

- Met with corridor stakeholders (property owners, businesses, and residents).
- Provided a series of design review meetings for members of the LTD Board of Directors, Eugene City Council, EmX Steering Committee, WEEE Corridor Committee, WEEE Project Management Group, West Eugene Collaborative, and members of the public.
- Filled the senior project manager position.
- Attended the Lane County Fair and provided information about the WEEE project.
- Responded to letters from the public regarding the WEEE project.
- Held a conference call with Federal Transit Administration (FTA) Region 10 concerning the WEEE project, including such topics as travel demand forecasting, project schedule, property impacts, and public outreach.

##### **Other:**

- Reviewed final material from the University of Oregon Master of Community and Regional Planning Program Community Planning Workshop EmX Evaluation Report.
- Participated in Regional Transportation System Plan coordination planning meetings.
- Assisted with planning a Transportation and Land Use session for the September Oregon Planning Institute Conference. Transit-oriented development was the primary focus of the Conference.
- Attended the Sustainable Urban Designs Standards American Public Transportation Association (APTA) Working Group, which is developing a collaborative process to research development standards for integrating transit users and land uses.

#### **point2point Solutions**

*Connie B. Williams, Program Manager*

Connie Bloom Williams, Marcia Maffei, and Tracy Smith attended the Statewide Transportation Options meeting in Bend on August 14.

Connie and Tracy attended a Technical Advisory Committee meeting for the Tri-State Rideshare Database project on August 25. The committee is currently developing a case statement and proposed budget for a funding request that will be made to the Oregon Transportation Commission in November.

Tracy and Marcia attended a Federal Highways Administration webinar, "Using Incentive Payments to Affect Commuting Behavior," on August 19.

### **on-the-go Solutions:**

#### **Emergency Ride Home Program:**

Five new commuters were added to the Rideshare database in August. There are currently 719 commuters on file.

Funk/Levis & Associates, representing 11 employees, enrolled in the Emergency Ride Home Program.

#### **Park & Ride:**

A verbal agreement was received from Office Depot on Chad Drive in Eugene to use 17 spaces for Park & Ride use. This lot will serve LTD bus routes 66 and 67.

### **school Solutions and Student Transit Pass Program:**

The back-to-school flyers and LTD stickers were sent to local schools for distribution to students' families, and the wave of parents requesting school transportation services has begun. The Business Energy Tax Credit Application for Preliminary Certification was submitted to the Oregon Department of Energy to obtain preauthorization for the program's funding.

### **Education and Outreach:**

**point2point Solutions** was promoted through the LTD booth at the Lane County Fair and in the new LTD *Rider's Digest*. Work is progressing to unveil the new **point2point Solutions'** website.

## **CAPITAL PROJECTS**

*Charlie Simmons, Facilities Services Manager*

### **Gateway EmX:**

Road widening north of Centennial Boulevard is nearly complete. Work will now begin on the bus lanes between Q Street and Centennial Blvd. The widening of the bridge just south of Highway 126 is on schedule and is due to be complete in early October. Shelter structures at the Sacred Heart Station have been installed.

All road widening on International Way is complete. About 1,500 linear feet of multi-use path work on the north side of the roadway remains. Platform work at the International Way West Station is nearly complete and Maple Island Station is well underway.

**Franklin EmX:**

In August work commenced along Franklin Boulevard to extend concrete paving for EmX through all intersections. The work went smoothly and remained on schedule. All intersections are now open to traffic. No intersection was closed to cross-traffic for more than five days per the City of Eugene's recommendation and approval. EmX traveled in mixed-traffic and used temporary stops alongside the roadway during this work.

**Fleet Expansion:**

Over the last month the Pivot, Fortis, and LTD project team has developed project alternative additions that were not included in the base budget and the agreed guaranteed maximum price. Bid packages have been put together for sub-contractors with a bid opening on September 9. The District is hopeful that bids will be less than cost estimates, which would enable LTD to add one or more additions.

Design documents have been submitted to the City of Springfield for the building permit that is expected to be issued in late September. A detailed construction schedule is being coordinated with Fleet Maintenance operations to ensure fleet operations are maintained through construction. Construction is scheduled to start at the end of September and be completed by April 2010. A project update will be given at the October 21 Board meeting that will include the sub-contractors bid results and any project scope changes.

**SERVICE PLANNING, ACCESSIBILITY,  
AND MARKETING**

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

**Service Planning:**

**Fall Bid** – The bus operator bid was held during the week of August 24, and the software updates necessary for implementation on September 6 have been completed. The fall bid began on Sunday, September 6, which is two weeks earlier than usual. The early start date was originally set due to the proposed 15 percent cuts in service and the elimination of school service. By the time the change was made to cut only 3 percent of service, there was not sufficient time to adjust the operational timelines for fall bid to begin at the regular time.

**Bus Stop Inventory** – Planning staff have completed the bus stop inventory, and Operations staff are taking pictures of bus stop locations where foliage trimming and repairs are needed. The information will be shared with Facilities, providing invaluable information on the status of LTD amenities at bus stop locations.

**Snow and Ice Plan** – The first meeting of the Snow and Ice Committee was held to discuss changes to the current snow and ice detour service to rural areas.

**Bus Stop Map** – Work is nearing completion on the production of a new bus stop map.

**Marketing:**

**Fall Bid** – More than 30,000 *Rider's Digests* have been delivered throughout the community to various LTD outlets and on the buses. All bus stop information, station graphics, and bus stop signs have been updated.

**Title VI Plan** – The plan has been submitted to the Federal Transit Administration (FTA). Staff will provide an update to the Board when a response is received from the FTA. The Limited English Proficiency (LEP) portion of the plan included contracting for telephone interpretation services. LTD has contracted with LanguageLine Services, which gives Customer Service Representatives, Operations staff, and administrative secretaries access to more than 170 languages, 24 hours a day, seven days a week, to assist LEP customers.

**Fiesta Latina** – LTD will once again sponsor the Fiesta Latina, which will take place on Friday and Saturday, September 18 and 19, at Island Park in Springfield. LTD will have a table at the event, which provides an opportunity for outreach to the Latino population.

**Lane County Fair** – Although the final attendance count for the fair is not in, attendance seemed sparse this year. Nevertheless, the LTD booth provided an opportunity for staff to demonstrate the EmX fare machine, distribute the 2009 *Rider's Digest*, and talk about service changes and EmX projects. The fundraising effort brought in a total of \$103, which will be distributed to the sponsored not-for-profit agencies.

**Football Shuttle Passes** – LTD staff sold season shuttle passes at all football Park & Ride sites for the first home game on Saturday, September 12. The shuttle passes cost \$20 and are valid for all seven home games. Individual round trips will cost \$5 per game per person. Season shuttle passes also are available at the Customer Service Center and the UO Athletic Office.

**Media** – A *Join the Conversation* event with Eugene City Councilor Chris Pryor was held on Tuesday, September 1, at Goodwill Industries on Seneca Street near West 11th Avenue. At the event Mr. Pryor and WEEE staff discussed the West Eugene EmX corridor. The event received full media coverage. KUGN covered the District's fall bid service changes.

**ACCESSIBLE SERVICES**

*Terry Parker, Accessible Services Manager*

Accessible Services, working with an inter-agency team, continues to make progress in the development of an integrated eligibility process that makes use of the "one-stop" model. Rather than applying different standards across a whole host of transportation programs, the *Mobility Management* project utilizes in-person assessments to determine rider capability. The intent is to ensure an appropriate match-up between a rider's needs and abilities and the transportation service to be provided, whether it is LTD fixed-route, RideSource, or another transportation service. The project is funded under a New Freedom (FTA Section 5317) grant. Senior and Disabled Services, a division of the Lane Council of Governments, and Alternative Work Concepts staff are conducting the interviews.

The second annual RideSource Call Center newsletter went to press in July and was mailed out to both RideSource (ADA) and Medicaid clients of the Call Center. The newsletter featured articles on Ride Scheduling Tips and how to obtain an EZ Access Card. Accessible Services, working with Finance and Information Technology (IT), and RideSource staff are reviewing the first draft of the new RideSource Cost Allocation Model being developed by consultants Nelson\Nygaard Consulting Associates. LTD's IT staff are working on several projects to improve operations at the RideSource Call Center, including the installation of Mobile Data Terminals, which allow for the real-time tracking of vehicle location, and they are applying a sophisticated "Random Moment Sample" technique to be used in the allocation of staff time and costs.

## TRANSIT OPERATIONS

*Mark Johnson, Transit Services Manager*

### **University of Oregon (UO) Football Service:**

UO home football began on September 12 with a 7:15 p.m. game. Transit Operations staff had been working hard to prepare for the service. The football service takes a significant amount of resources; for example, there are more than fifty buses dedicated to football service in addition to the requirements of regular Saturday service. It takes approximately seventy additional employees to provide the football service, and because there are four home games in a row, September will be a very demanding month.

### **Fall Service:**

The first part of the fall bid has begun with some school districts in session and others to follow. UO will begin classes at the end of September and LTD will begin the late night 79 service the week prior to that. Operations will monitor this service closely and provide security as needed.

## MAINTENANCE

*George Trauger, Director of Maintenance*

### **New Bus Build #1283 (EmX):**

With the exception of Bus 9105, all buses are on the premises and are in different stages of being readied for service. Bus 9101 and 9102 have been accepted conditionally, pending noted repairs to be corrected by New Flyer. Bus 9103 and 9104 are in the inspection stage to be completed next week. Bus 9105 was scheduled to ship for delivery the week of September 6.



**New Bus Build #1410 (5 Articulated Buses):**

The contract has been signed between New Flyer and LTD for five 60-ft. hybrid buses, and they are tentatively scheduled for delivery in August 2010. A pre-production meeting should occur before the end of 2009.

**FINANCE AND INFORMATION  
TECHNOLOGY**

*Diane Hellekson, Director of Finance and Information Technology*

**FINANCE**

*Todd Lipkin, Financial Services Manager*

**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 and to the Federal Transit Administration (FTA).
- The ARRA grant for the remaining FTA Small Starts participation in the Gateway EmX project was implemented. These grant funds went towards the purchase of the EmX vehicles.
- The 2008 National Transit Database report was closed out without issues by the Federal Transit Administration.

**Payroll Processing:**

- Sixty-seven (67) payroll checks and 589 payroll direct deposits totaling \$813,302 were made in August 2009 (two pay dates).

**Accounts Payable:**

- Two hundred eighty-seven (287) vendor paper and electronic checks totaling \$7,071,634 were processed during the month of August 2009. This included a \$1.6 million check to New Flyer for a progress payment on the Gateway EmX Extension vehicles and a total of \$2.1 million to Wildish Building/Construction companies for Gateway EmX Extension-related construction.
- Processing and reconciliations were completed in preparation for the external auditors' field work that began on August 31.

**Accounts Receivable:**

- Twelve (12) cash fare deposits totaling \$129,335 were processed in August 2009.

**ACCOUNTING/INTERNAL AUDIT**

*Carol James, Chief Accountant/Internal Auditor*

Staff spent July and August closing the fiscal year that ended June 30, 2009, and preparing financial and accounting records for the external auditors' visit which began August 31. Staff also began work on the Comprehensive Annual Financial Statements which will be presented to the Board at the November 18 meeting.

**PURCHASING**

*Jeanette Bailor, Purchasing Manager*

Fortis Construction is working with LTD staff on the subcontracting process for the Maintenance Building remodel and expansion project, and bids are due this month. The vehicle lifts are being procured by LTD to save time.

With the input of engineering consultants, bid documents are being prepared for the Information Technology server room HVAC system upgrade.

Contract administration continues on various components of the Gateway EmX Extension project.

The contract has been bid and awarded to Brown Contracting, Inc., for the Franklin Boulevard EmX intersection repair project. The project is nearing completion.

**HUMAN RESOURCES AND RISK MANAGEMENT**

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

**Employee Health:**

The Health for Life Committee has been busy planning for the next event – the Healthy Eating Awareness Day on September 16. This event is designed to increase employee awareness of the foods they eat. The event will include displays on calorie comparisons and the top ten most unhealthy beverages, as well as samples of healthy foods and boxes of local, fresh fruits. This is the third year for this event, and it has always been well received. In addition, the Committee has been working to provide the appropriate combination of seasonal flu and H1N1 flu vaccinations for this fall. As in the past, seasonal flu shots will be provided to all employees and family members covered under the District's health plan. This will be offered on September 17. In addition, H1N1 vaccinations will be provided to all who qualify under the federal guidelines as soon as the vaccine is available. The Center for Disease Control predicts this will be no earlier than mid-October.

The Joint Insurance Committee (JIC) met to review the last 12 months of health plan usage and to approve a Request for Proposal that was sent to health carriers on September 1. Bids will be provided to the JIC for review during the first week of October. Plan utilization has increased during the past year, and the quotes are expected to be double digit in size.

**Workplace Safety:**

The Risk Oversight Committee is constructing a comprehensive strategic plan for all areas of risk management at LTD. This includes employee health/injury, moving vehicle accidents, and District security. The draft plan will be presented to the Leadership Council at its September 8 workshop.

**Selection and Hiring:**

Interviews were conducted for the Learning Education Awareness Program (LEAP) opportunity for Doris Dioszeghy-Darcy's position. Five candidates were interviewed and it was determined that all candidates had the minimum qualifications and that there was room for all of them in the LEAP program.

John Evans accepted the Senior Project Manager position in the Planning and Development Department and began work on September 8.

Because of the vacancy left by Dave Musgrove, who resigned as the Human Resources Administrative Secretary to pursue other interests, the position was advertised and more than sixty applications were received and screened. Interviews were scheduled for Thursday, September 3, and the selection process is continuing.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 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:** July and August 2009 Performance Reports (*to be handouts at Board meeting*)  
July 2009 RideSource Activity and Productivity Report

**PROPOSED MOTION:** None

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**Special Mobility Services: RideSource Activity and Productivity Information**

| July-09                         | Current  |          | Prior           |          | Current<br>12 Month | Prior<br>12 Month | %<br>Change | Current<br>YTD | Previous<br>YTD | %<br>Change | Current<br>YTD | Previous<br>YTD | %<br>Change |
|---------------------------------|----------|----------|-----------------|----------|---------------------|-------------------|-------------|----------------|-----------------|-------------|----------------|-----------------|-------------|
|                                 | Month    | Month    | Year's<br>Month | Month    |                     |                   |             |                |                 |             |                |                 |             |
| <b>RideSource Ridership</b>     | 14,832   | 13,799   | 14,832          | 13,799   | 163,440             | 157,131           | 7.5%        | 14,832         | 13,799          | 7.5%        | 163,440        | 157,131         | 4.0%        |
| RideSource(All Modes)           | 12,158   | 10,984   | 12,158          | 10,984   | 133,122             | 124,365           | 10.7%       | 12,158         | 10,984          | 10.7%       | 133,122        | 124,365         | 7.0%        |
| Shopper                         | 460      | 561      | 460             | 561      | 5,645               | 6,048             | -18.0%      | 460            | 561             | -18.0%      | 5,645          | 6,048           | -6.7%       |
| Escort Volunteers-Metro         | 801      | 767      | 801             | 767      | 8,210               | 9,340             | 4.4%        | 801            | 767             | 4.4%        | 8,210          | 9,340           | -12.1%      |
| Escort Volunteers-Rural         | 1,413    | 1,487    | 1,413           | 1,487    | 16,463              | 17,378            | -5.0%       | 1,413          | 1,487           | -5.0%       | 16,463         | 17,378          | -5.3%       |
| <b>RideSource Cost per Ride</b> | \$ 22.75 | \$ 21.02 | \$ 22.75        | \$ 21.02 | \$ 22.14            | \$ 20.84          | 8.2%        | \$ 22.75       | \$ 21.02        | 8.2%        | \$ 22.14       | \$ 20.84        | 6.2%        |
| RideSource(All Modes)           | \$ 27.14 | \$ 25.74 | \$ 27.14        | \$ 25.74 | \$ 26.61            | \$ 25.73          | 5.4%        | \$ 27.14       | \$ 25.74        | 5.4%        | \$ 26.61       | \$ 25.73        | 3.4%        |
| RideSource Shopper              | \$ 12.53 | \$ 10.82 | \$ 12.53        | \$ 10.82 | \$ 12.53            | \$ 10.82          | 15.8%       | \$ 12.53       | \$ 10.82        | 15.8%       | \$ 12.53       | \$ 10.82        | 15.8%       |
| RideSource Escort               | \$ 3.32  | \$ 3.23  | \$ 3.32         | \$ 3.23  | \$ 3.12             | \$ 2.80           | 2.8%        | \$ 3.32        | \$ 3.23         | 2.8%        | \$ 3.12        | \$ 2.80         | 11.3%       |
| <b>Ride Reservations</b>        | 12,880   | 11,690   | 12,880          | 11,690   | 142,413             | 135,747           | 10.2%       | 12,880         | 11,690          | 10.2%       | 142,413        | 135,747         | 4.9%        |
| Cancelled Number                | 1,258    | 894      | 1,258           | 894      | 13,406              | 12,979            | 40.7%       | 1,258          | 894             | 40.7%       | 13,406         | 12,979          | 3.3%        |
| Cancelled % of Total            | 9.77%    | 7.65%    | 9.77%           | 7.65%    | 9.41%               | 9.56%             |             | 9.77%          | 7.65%           |             | 9.41%          | 9.56%           |             |
| No-Show Number                  | 132      | 118      | 132             | 118      | 1,459               | 1,576             | 11.9%       | 132            | 118             | 11.9%       | 1,459          | 1,576           | -7.4%       |
| No-Show % of Total              | 1.02%    | 1.01%    | 1.02%           | 1.01%    | 1.02%               | 1.16%             |             | 1.02%          | 1.01%           |             | 1.02%          | 1.16%           |             |
| Ride Refusals Number            | 0        | 1        | 0               | 1        | 11                  | 7                 | -100.0%     | 0              | 1               | -100.0%     | 11             | 7               | 57.1%       |
| Ride Refusals % of Total        | 0.00%    | 0.01%    | 0.00%           | 0.01%    | 0.01%               | 0.01%             |             | 0.00%          | 0.01%           |             | 0.01%          | 0.01%           |             |
| <b>Service Hours</b>            | 6,314    | 6,009    | 6,314           | 6,009    | 70,521              | 67,119            | 5.1%        | 6,314          | 6,009           | 5.1%        | 70,521         | 67,119          | 5.1%        |
| Agency Staff                    | 6,052    | 5,704    | 6,052           | 5,704    | 67,326              | 63,994            | 6.1%        | 6,052          | 5,704           | 6.1%        | 67,326         | 63,994          | 5.2%        |
| Agency SMS Volunteer            | 262      | 305      | 262             | 305      | 3,195               | 3,125             | -14.1%      | 262            | 305             | -14.1%      | 3,195          | 3,125           | 2.2%        |
| Avg. Trips/Service Hr.          | 2.00     | 1.92     | 2.00            | 1.92     | 1.97                | 1.94              | 4.2%        | 2.00           | 1.92            | 4.2%        | 1.97           | 1.94            | 1.5%        |
| <b>RideSource System Miles</b>  | 86,344   | 82,370   | 86,344          | 82,370   | 970,700             | 929,186           | 4.8%        | 86,344         | 82,370          | 4.8%        | 970,700        | 929,186         | 4.5%        |
| Avg. Miles/Trip                 | 6.84     | 7.13     | 6.84            | 7.13     | 7.00                | 7.12              | -4.1%       | 6.84           | 7.13            | -4.1%       | 7.00           | 7.12            | -1.8%       |
| Miles/Vehicle Hour              | 13.68    | 13.71    | 13.68           | 13.71    | 13.76               | 13.84             | -0.2%       | 13.68          | 13.71           | -0.2%       | 13.76          | 13.84           | -0.6%       |

**Special Mobility Services: RideSource Activity and Productivity Information**

| July-09                      | Current      |                 | Prior        |                 | Current<br>12 Month | Prior<br>12 Month | %<br>Change |
|------------------------------|--------------|-----------------|--------------|-----------------|---------------------|-------------------|-------------|
|                              | Month        | Year's<br>Month | Month        | Year's<br>Month |                     |                   |             |
| <b>On-Time Performance %</b> | <b>84.1%</b> | <b>88.2%</b>    | <b>84.1%</b> | <b>88.2%</b>    | <b>95.4%</b>        | <b>89.1%</b>      | <b>7.0%</b> |
| Sample                       | 10,737       | 9,272           | 10,737       | 9,272           | 113,316             | 110,164           |             |
| On-Time                      | 9,034        | 8,176           | 9,034        | 8,176           | 108,099             | 98,202            |             |

- 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.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 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. **Debrief - West Eugene EmX Presentation to Eugene City Council:** At the October 21 regular meeting, staff will review with the Board the main elements that came out of the September 30 discussion with the Eugene City Council.
- B. **Board Strategic Planning Work Session:** The first day of the Board's session has been scheduled for October 23. The second day is being scheduled for December.
- C. **Independent Audit Report and Comprehensive Annual Financial Report (CAFR):** The annual audit findings and the CAFR will be presented to the Board at its November 18 meeting.
- D. **Union Contract Negotiations Update:** The existing labor contract will expire on June 30, 2010. An executive session will be held during the November or December regular meeting to brief Board members on the process and to discuss strategy.
- E. **Pension Plan Trustee Selection:** Board member Dean Kortge has been serving as Pension Plan Trustee-elect since October 2008. Board members will be asked to approve the appointment of Mr. Kortge as the Pension Plan Trustee at the November or December regular meeting, prior to the expiration of Board Member Gerry Gaydos' term at the close of 2009.
- F. **General Manager Performance Evaluation:** The Board Human Resources Committee has begun 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 or December regular meeting.
- G. **LTD Road Map Update:** LTD's Strategic Plan, the LTD Road Map, is updated periodically. Staff expect that the upcoming Strategic Planning Session will lead to an update of the plan that will be implemented in early 2010.

- H. **New Board Member**: It is expected that Gary Gillespie, the governor's appointment to replace Board Member Gerry Gaydos, will be confirmed by the State Senate in early October. Board committee assignments will follow in the late fall.
- 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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West Eugene EmX Extension Project  
Board Discussion on the  
Eugene City Council Briefing

September 16, 2009

# ECC Briefing Objectives

- Project Status and Schedule
  - Where we are in the process
  - Revised Schedule
- Public Outreach and Engagement Efforts
- Process for the Locally Preferred Alternative Decision
  - DEIS Public Review Process
  - Joint LPA Committee
  - LPA Decision Process

# Project Status: Schedule



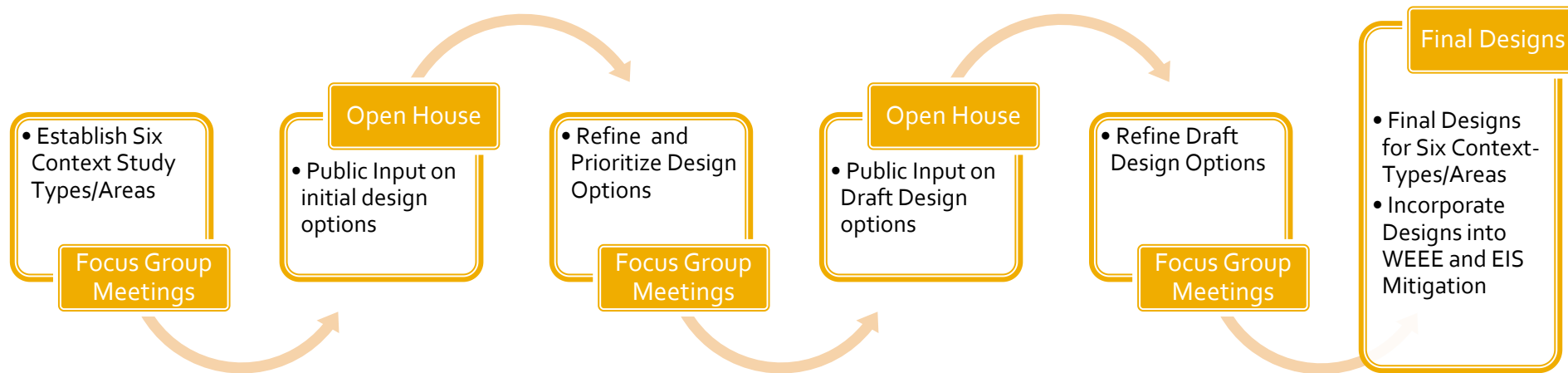
- Identified Participating Agencies
- Purpose and Need
- Range of Alternatives
- Range of Disciplines
- Conceptual Design

# Reasons for Schedule Change

- FTA Request for More Data to Support Travel Demand Forecasting Model
- FTA Request for Extended DEIS Review Time

# Quick Response Project

Objective of Project is to provide a range of context-sensitive design elements that could serve as mitigation measures for the alternative alignments being proposed in that area of the corridor.



# WEEE Corridor Committee

- Stated Mission:
  - *"The focus of this committee is on facilitating collaborative discussion of project-related issues between those who may be affected by the project and those making decisions about the project".*

# WEEE Corridor Committee

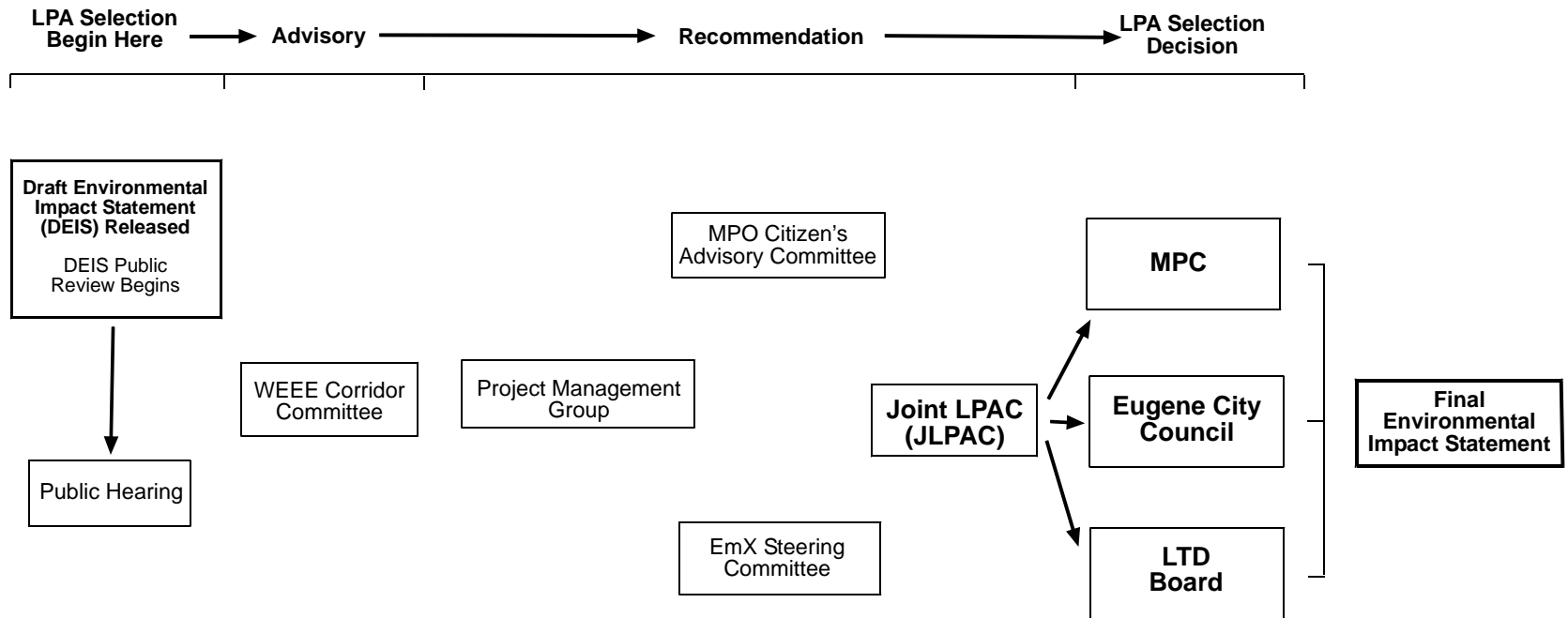
- Purpose:
  - Serve as a conduit of information between the project team, EmX Steering Committee, LTD Board of Directors, Eugene City Council, and the Committee members' affiliated stakeholder groups.
  - Advise the decision makers on key technical and community issues regarding the project.

# WEEE Corridor Committee

- Additional members recruited to represent business interests along corridor.
- Membership List (handout)



# LPA Section Process



# Joint LPA Committee (JLPAC)

- A Joint LPA committee would be formed to facilitate joint decision on LPA being made by the Eugene City Council, LTD Board, and MPC.
- Role in Decision-Making – Develop Recommendation for Deciding Bodies
- Composition

# Questions?

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# LTD STRATEGIC VISIONING

Questions to Consider

# Questions

- ▣ What is the most innovative idea you have heard related to transit?
- ▣ When you have traveled to other places, what has impressed you about the transit systems you have seen?
- ▣ When you had a good transit experience, what did you like about it?
- ▣ What comfort considerations are important to you when going from one place to another?

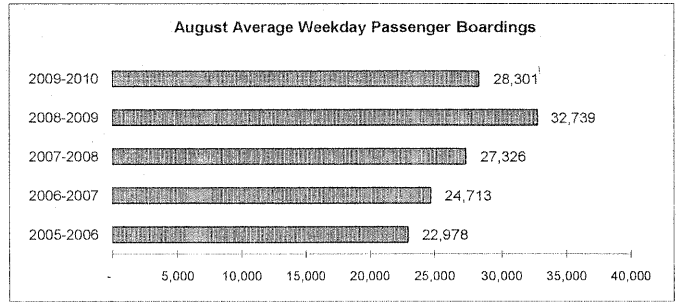
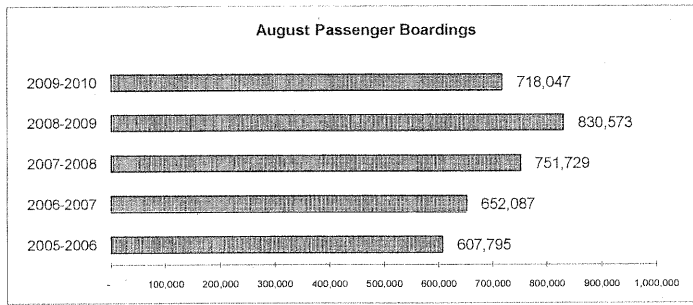
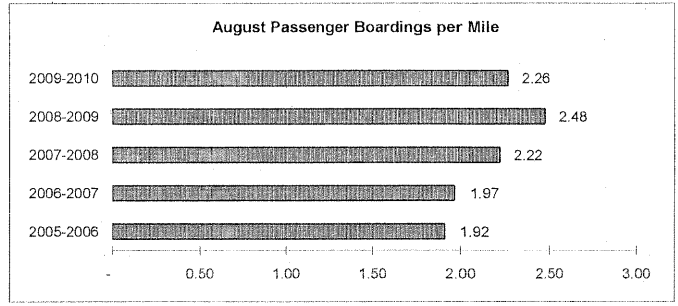
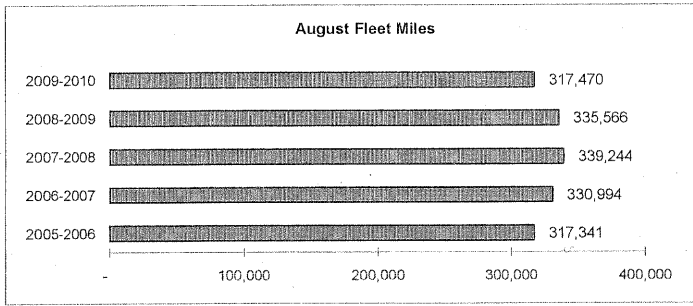
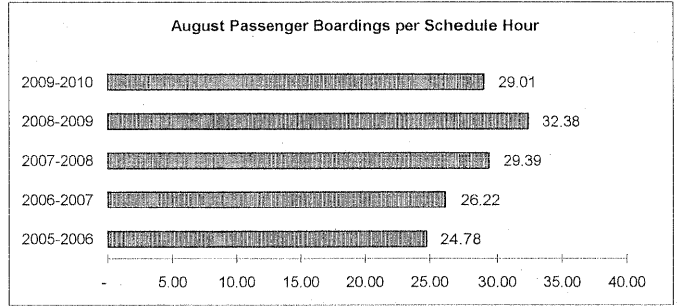
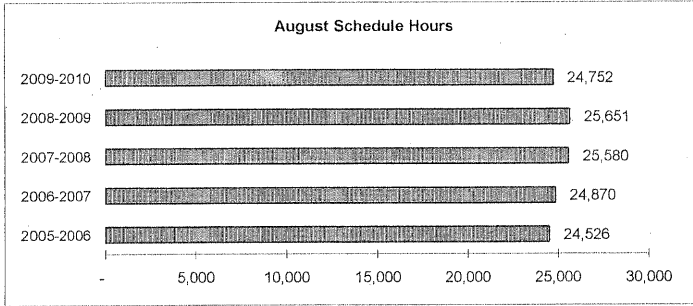
# LTD Visioning Questions

- ▣ What is the most innovative idea you have heard related to transit?
- ▣ When you have traveled to other places, what has impressed you about the transit systems you have seen?
- ▣ When you had a good transit experience, what did you like about it?
- ▣ What comfort considerations are important to you when going from one place to another?

**LANE TRANSIT DISTRICT**  
**July 2009 Performance Report**  
 16-September-2009

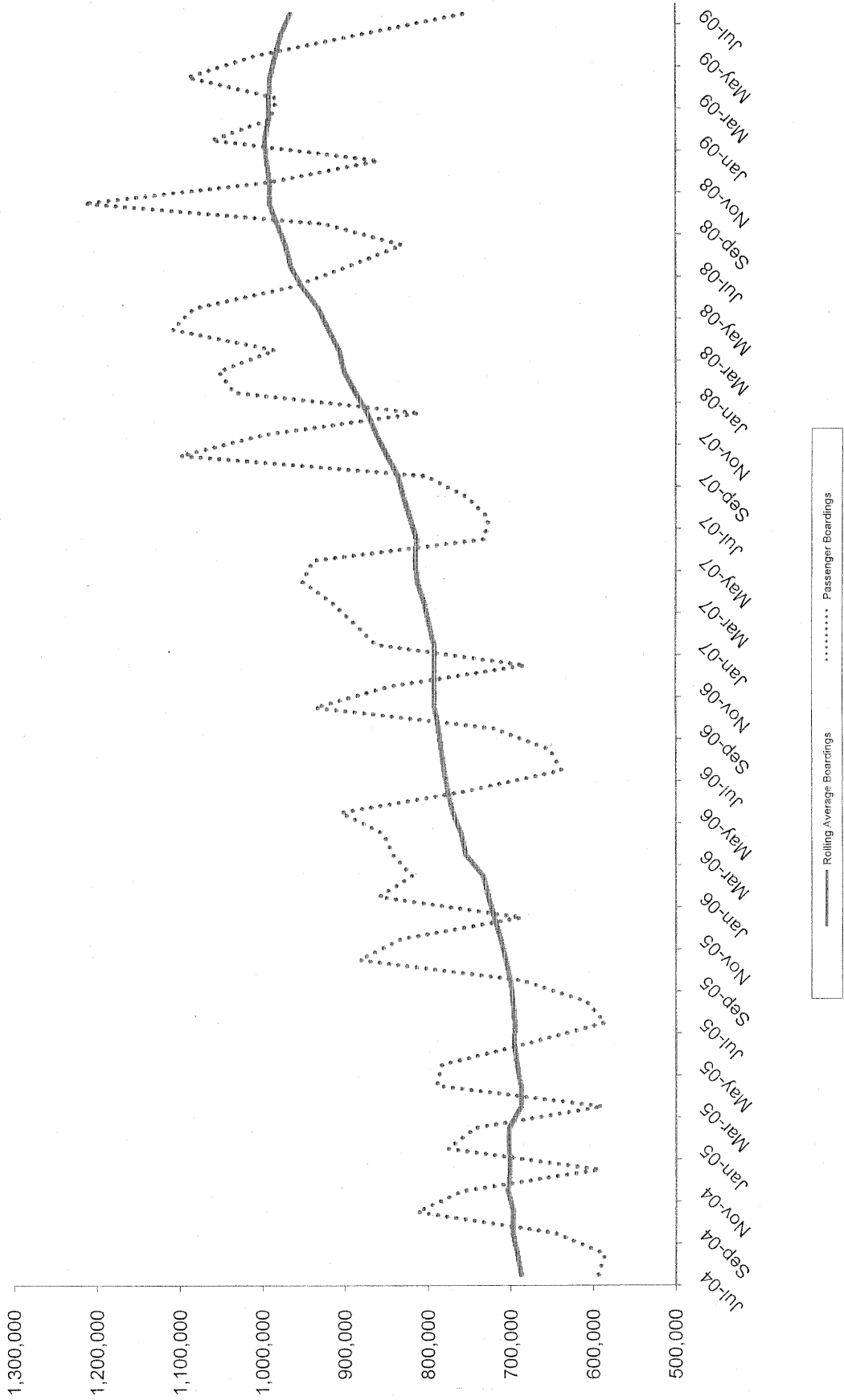
| Performance Measure                   | Current Month | Prior Year's Month | % Change | Current Y-T-D | Previous Y-T-D | % Change | Current 12 Month | Prior 12 Month | % Change |
|---------------------------------------|---------------|--------------------|----------|---------------|----------------|----------|------------------|----------------|----------|
| <b>Fixed Route Service</b>            |               |                    |          |               |                |          |                  |                |          |
| Passenger Boardings                   | 755,439       | 893,768            | -15.5%   | 755,439       | 893,768        | -15.5%   | 11,579,860       | 11,574,065     | +0.1%    |
| Mobility Assisted Riders              | 10,124        | 10,840             | -6.6%    | 10,124        | 10,840         | -6.6%    | 120,253          | 117,655        | +2.2%    |
| <u>Average Passenger Boardings:</u>   |               |                    |          |               |                |          |                  |                |          |
| Weekday                               | 29,272        | 34,487             | -15.1%   | 29,272        | 34,487         | -15.1%   | 39,355           | 38,925         | +1.1%    |
| Saturday                              | 15,562        | 18,696             | -16.8%   | 15,562        | 18,696         | -16.8%   | 18,616           | 19,270         | -3.4%    |
| Sunday                                | 7,098         | 12,054             | -41.1%   | 7,098         | 12,054         | -41.1%   | 10,759           | 10,836         | -0.7%    |
| Monthly Scheduled Hours               | 25,946        | 26,269             | -1.2%    | 25,946        | 26,269         | -1.2%    | 315,036          | 316,252        | -0.4%    |
| Boardings Per Schedule Hour           | 29.1          | 34.0               | -14.4%   | 29.12         | 34.02          | -14.4%   | 36.76            | 36.60          | +0.4%    |
| Weekly Schedule Hours                 | 5,780         | 5,974              | -3.2%    | 5,780         | 5,974          | -3.2%    | 6,130            | 6,137          | -0.1%    |
| Weekdays                              | 23            | 22                 |          | 23            | 22             |          | 256              | 256            |          |
| Saturdays                             | 3             | 4                  |          | 3             | 4              |          | 51               | 52             |          |
| Sundays                               | 5             | 5                  |          | 5             | 5              |          | 56               | 56             |          |
| <b>Special Services *</b>             |               |                    |          |               |                |          |                  |                |          |
| Passenger Boardings                   | 28,988        | 27,054             | +7.1%    | 28,988        | 27,054         | +7.1%    | 118,476          | 122,026        | -2.9%    |
| Scheduled Hours                       | 556           | 608                | -8.6%    | 556           | 608            | -8.6%    | 4,508            | 5,310          | -15.1%   |
| Boardings Per Schedule Hour           | 52.1          | 44.5               | +17.2%   | 52.1          | 44.5           | +17.2%   | 26.3             | 23.0           | +14.4%   |
| <b>Passenger Revenues &amp; Sales</b> |               |                    |          |               |                |          |                  |                |          |
| Total Passenger Revenues              | \$440,083     | \$425,435          | +3.4%    | \$440,083     | \$425,435      | +3.4%    | \$6,561,831      | \$6,053,465    | +8.4%    |
| Average Passenger Fare                | \$0.583       | \$0.476            | +22.4%   | \$0.58        | \$0.48         | +22.4%   | \$0.57           | \$0.52         | +8.3%    |
| Farebox Revenue                       | \$178,135     | \$168,426          | +5.8%    | \$178,135     | \$168,426      | +5.8%    | \$1,793,139      | \$1,576,371    | +13.8%   |
| Adult Pass                            | 2,090         | 2,313              | -9.6%    | 2,090         | 2,313          | -9.6%    | 23,809           | 25,587         | -6.9%    |
| Youth Pass                            | 256           | 72                 | +255.6%  | 256           | 72             | +255.6%  | 1,869            | 1,793          | +4.2%    |
| Reduced Fare Pass                     | 1,148         | 908                | +26.4%   | 1,148         | 908            | +26.4%   | 12,256           | 12,550         | -2.3%    |
| Senior/Child                          | -             | 56                 | -100.0%  | -             | 56             | -100.0%  | 43               | 1,252          | -96.6%   |
| Adult 3 Month Pass                    | 64            | 65                 | -1.5%    | 64            | 65             | -1.5%    | 841              | 774            | +8.7%    |
| Youth 3 Month Pass                    | 1             | -                  | +100.0%  | 1             | -              | +100.0%  | 48               | 54             | -11.1%   |
| Senior 3 Month Pass                   | -             | 12                 | -100.0%  | -             | 12             | -100.0%  | 2                | 137            | -98.5%   |
| Reduced Fare 3 Month Pass             | 149           | 140                | +6.4%    | 149           | 140            | +6.4%    | 1,571            | 1,588          | -1.1%    |
| Regular Tokens                        | 5,920         | 19,410             | -69.5%   | 5,920         | 19,410         | -69.5%   | 126,088          | 226,883        | -44.4%   |
| Reduced Fare Tokens                   | 22            | 13                 | +69.2%   | 22            | 13             | +69.2%   | 163              | 256            | -36.3%   |
| <b>Fleet Services</b>                 |               |                    |          |               |                |          |                  |                |          |
| Fleet Miles                           | 346,155       | 358,621            | -3.5%    | 346,155       | 358,621        | -3.5%    | 4,085,372        | 4,105,875      | -0.5%    |
| Average Passenger Boardings/Mile      | 2.18          | 2.49               | -12.4%   | 2.18          | 2.49           | -12.4%   | 2.83             | 2.82           | +0.6%    |
| Fuel Cost                             | \$172,723     | \$393,852          | -56.1%   | \$172,723     | \$393,852      | -56.1%   | \$2,319,423      | \$3,212,617    | -27.8%   |
| Fuel Cost Per Mile                    | \$0.499       | \$1.098            | -54.6%   | \$0.499       | \$1.098        | -54.6%   | \$0.568          | \$0.782        | -27.4%   |
| Repair Costs                          | \$260,431     | \$205,955          | +26.5%   | \$260,431     | \$205,955      | +26.5%   | \$2,254,273      | \$2,161,124    | +4.3%    |
| Total Repair Cost Per Mile            | \$0.752       | \$0.574            | +31.0%   | \$0.752       | \$0.574        | +31.0%   | \$0.552          | \$0.526        | +4.8%    |
| Preventive Maintenance Costs          | \$32,466      | \$40,555           | -19.9%   | \$32,466      | \$40,555       | -19.9%   | \$389,959        | \$370,233      | +5.3%    |
| Total PM Cost Per Mile                | \$0.094       | \$0.113            | -17.1%   | \$0.094       | \$0.113        | -17.1%   | \$0.095          | \$0.090        | +5.9%    |
| Mechanical Road Calls                 | 112           | 104                | +7.7%    | 112           | 104            | +7.7%    | 1,308            | 1,021          | +28.1%   |
| Miles/Mech. Road Call                 | 3,091         | 3,448              | -10.4%   | 3,091         | 3,448          | -10.4%   | 3,123            | 4,021          | -22.3%   |
| <b>Special Mobility Service</b>       |               |                    |          |               |                |          |                  |                |          |
| SMS Rides                             | 14,832        | 13,799             | +7.5%    | 14,832        | 13,799         | +7.5%    | 163,529          | 153,975        | +6.2%    |
| SMS Ride Refusals                     | -             | 1                  | -100.0%  | -             | 1              | -100.0%  | 13               | 7              | +85.7%   |
| RideSource                            | 7,681         | 7,106              | +8.1%    | 7,681         | 7,106          | +8.1%    | 84,358           | 81,189         | +3.9%    |
| RideSource Refusals                   | -             | 2                  | -100.0%  | -             | 2              | -100.0%  | 8                | 3              | +166.7%  |

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



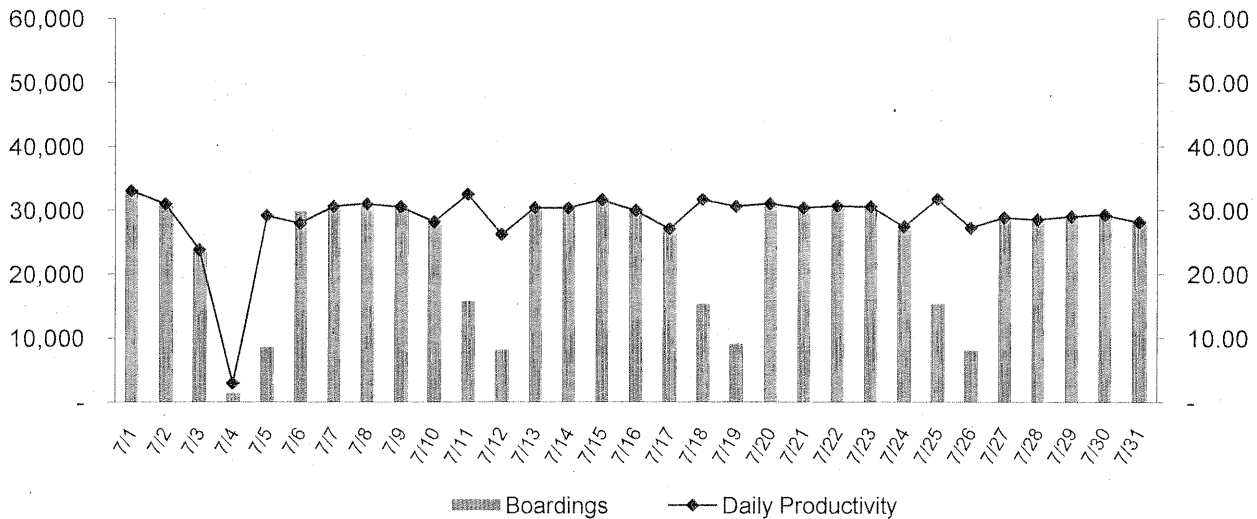


**LANE TRANSIT DISTRICT**  
 Five Year History of Passenger Boardings



## Daily Ridership Recap July 2009

| Date          | Day       | Service  | Boardings      | Mobility           |                 | Daily Productivity |
|---------------|-----------|----------|----------------|--------------------|-----------------|--------------------|
|               |           |          |                | Assisted Boardings | Scheduled Hours |                    |
| 7/1/2009      | Wednesday | Weekday  | 32,634         | 440                | 987.60          | 33.04              |
| 7/2/2009      | Thursday  | Weekday  | 30,599         | 415                | 987.60          | 30.98              |
| 7/3/2009      | Friday    | Weekday  | 23,528         | 406                | 987.60          | 23.82              |
| 7/4/2009      | Saturday  | Sunday   | 1,437          | 26                 | 486.90          | 2.95               |
| 7/5/2009      | Sunday    | Sunday   | 8,680          | 152                | 297.60          | 29.17              |
| 7/6/2009      | Monday    | Weekday  | 29,849         | 398                | 1,067.60        | 27.96              |
| 7/7/2009      | Tuesday   | Weekday  | 30,216         | 421                | 987.60          | 30.60              |
| 7/8/2009      | Wednesday | Weekday  | 30,618         | 454                | 987.60          | 31.00              |
| 7/9/2009      | Thursday  | Weekday  | 30,145         | 417                | 987.60          | 30.52              |
| 7/10/2009     | Friday    | Weekday  | 27,844         | 362                | 987.60          | 28.19              |
| 7/11/2009     | Saturday  | Saturday | 15,814         | 279                | 486.90          | 32.48              |
| 7/12/2009     | Sunday    | Sunday   | 8,151          | 97                 | 310.90          | 26.22              |
| 7/13/2009     | Monday    | Weekday  | 30,023         | 320                | 987.60          | 30.40              |
| 7/14/2009     | Tuesday   | Weekday  | 29,968         | 403                | 987.60          | 30.34              |
| 7/15/2009     | Wednesday | Weekday  | 31,234         | 414                | 987.60          | 31.63              |
| 7/16/2009     | Thursday  | Weekday  | 29,584         | 369                | 987.60          | 29.96              |
| 7/17/2009     | Friday    | Weekday  | 26,740         | 359                | 987.60          | 27.08              |
| 7/18/2009     | Saturday  | Saturday | 15,428         | 231                | 486.90          | 31.69              |
| 7/19/2009     | Sunday    | Sunday   | 9,109          | 130                | 297.60          | 30.61              |
| 7/20/2009     | Monday    | Weekday  | 30,620         | 408                | 987.60          | 31.00              |
| 7/21/2009     | Tuesday   | Weekday  | 29,966         | 386                | 987.60          | 30.34              |
| 7/22/2009     | Wednesday | Weekday  | 30,291         | 401                | 987.60          | 30.67              |
| 7/23/2009     | Thursday  | Weekday  | 30,183         | 377                | 987.60          | 30.56              |
| 7/24/2009     | Friday    | Weekday  | 27,079         | 448                | 987.60          | 27.42              |
| 7/25/2009     | Saturday  | Saturday | 15,445         | 208                | 486.90          | 31.72              |
| 7/26/2009     | Sunday    | Sunday   | 8,112          | 99                 | 297.60          | 27.26              |
| 7/27/2009     | Monday    | Weekday  | 28,498         | 349                | 987.60          | 28.86              |
| 7/28/2009     | Tuesday   | Weekday  | 28,222         | 284                | 987.60          | 28.58              |
| 7/29/2009     | Wednesday | Weekday  | 28,661         | 292                | 987.60          | 29.02              |
| 7/30/2009     | Thursday  | Weekday  | 28,933         | 312                | 987.60          | 29.30              |
| 7/31/2009     | Friday    | Weekday  | 27,828         | 467                | 987.60          | 28.18              |
| <b>Totals</b> |           |          | <b>755,439</b> | <b>10,124</b>      | <b>25,946</b>   | <b>29.12</b>       |



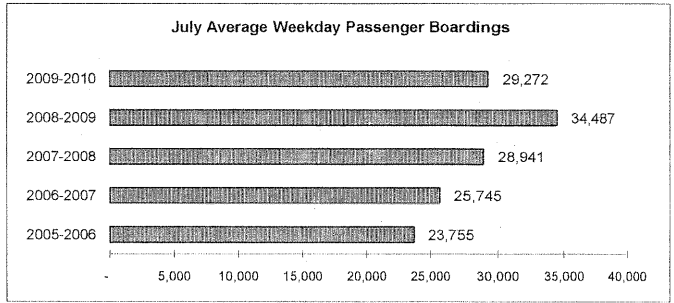
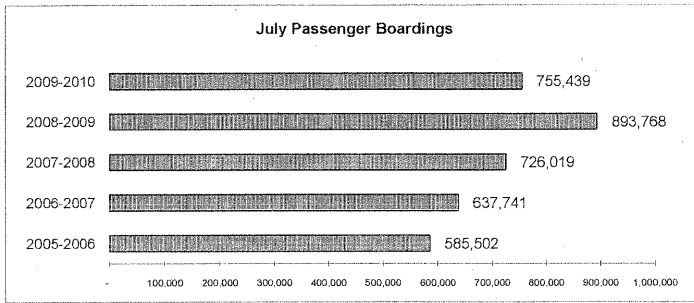
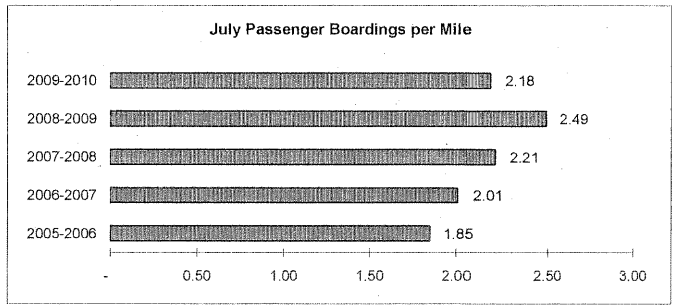
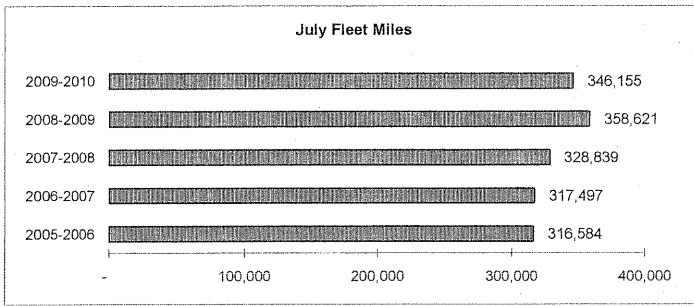
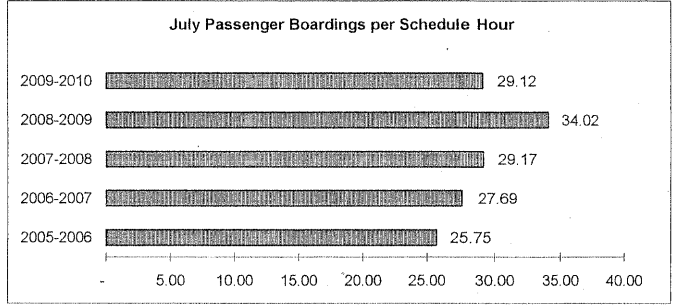
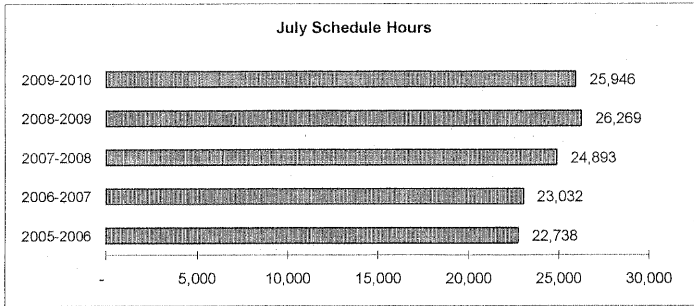
**LANE TRANSIT DISTRICT**  
**August 2009 Performance Report**  
 16-September-2009

| 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 |
|---------------------------------------|---------------|--------------------|----------|---------------|----------------|----------|------------------|----------------|----------|
| <b>Fixed Route Service</b>            |               |                    |          |               |                |          |                  |                |          |
| Passenger Boardings                   | 718,047       | 830,573            | -13.5%   | 1,473,486     | 1,724,341      | -14.5%   | 11,467,334       | 11,652,909     | -1.6%    |
| Mobility Assisted Riders              | 10,538        | 10,737             | -1.9%    | 20,662        | 21,577         | -4.2%    | 120,054          | 118,667        | +1.2%    |
| <u>Average Passenger Boardings:</u>   |               |                    |          |               |                |          |                  |                |          |
| Weekday                               | 28,301        | 32,739             | -13.6%   | 28,787        | 33,613         | -14.4%   | 38,985           | 39,301         | -0.8%    |
| Saturday                              | 15,903        | 18,067             | -12.0%   | 15,733        | 18,382         | -14.4%   | 18,436           | 19,420         | -5.1%    |
| Sunday                                | 8,842         | 10,546             | -16.2%   | 7,970         | 11,300         | -29.5%   | 10,617           | 10,931         | -2.9%    |
| Monthly Scheduled Hours               | 24,752        | 25,651             | -3.5%    | 50,698        | 51,921         | -2.4%    | 314,136          | 316,323        | -0.7%    |
| Boardings Per Schedule Hour           | 29.0          | 32.4               | -10.4%   | 29.06         | 33.21          | -12.5%   | 36.50            | 36.84          | -0.9%    |
| Weekly Schedule Hours                 | 5,743         | 5,955              | -3.6%    | 5,761         | 5,965          | -3.4%    | 6,112            | 6,161          | -0.8%    |
| Weekdays                              | 21            | 21                 |          | 44            | 43             |          | 256              | 254            |          |
| Saturdays                             | 5             | 5                  |          | 8             | 9              |          | 51               | 53             |          |
| Sundays                               | 5             | 5                  |          | 10            | 10             |          | 56               | 57             |          |
| <b>Special Services *</b>             |               |                    |          |               |                |          |                  |                |          |
| Passenger Boardings                   | -             | 13,020             | -100.0%  | 28,988        | 40,074         | -27.7%   | 105,456          | 135,046        | -21.9%   |
| Scheduled Hours                       | -             | 524                | -100.0%  | 556           | 1,132          | -50.9%   | 3,984            | 5,834          | -31.7%   |
| Boardings Per Schedule Hour           | -             | 24.9               | -100.0%  | 52.1          | 35.4           | +47.3%   | 26.5             | 23.1           | +14.4%   |
| <b>Passenger Revenues &amp; Sales</b> |               |                    |          |               |                |          |                  |                |          |
| Total Passenger Revenues              | \$399,728     | \$393,382          | +1.6%    | \$839,811     | \$818,817      | +2.6%    | \$6,568,177      | \$6,119,424    | +7.3%    |
| Average Passenger Fare                | \$0.557       | \$0.474            | +17.5%   | \$0.57        | \$0.47         | +20.0%   | \$0.57           | \$0.53         | +9.1%    |
| Farebox Revenue                       | \$137,237     | \$126,838          | +8.2%    | \$315,372     | \$295,264      | +6.8%    | \$1,803,538      | \$1,580,254    | +14.1%   |
| Adult Pass                            | 1,888         | 1,991              | -5.2%    | 3,978         | 4,304          | -7.6%    | 23,706           | 25,451         | -6.9%    |
| Youth Pass                            | 235           | 160                | +46.9%   | 491           | 232            | +111.6%  | 1,944            | 1,883          | +3.2%    |
| Reduced Fare Pass                     | 865           | 1,012              | -14.5%   | 2,013         | 1,920          | +4.8%    | 12,109           | 12,287         | -1.4%    |
| Senior/Child                          | -             | 43                 | -100.0%  | -             | 99             | -100.0%  | -                | 1,163          | -100.0%  |
| Adult 3 Month Pass                    | 51            | 59                 | -13.6%   | 115           | 124            | -7.3%    | 833              | 782            | +6.5%    |
| Youth 3 Month Pass                    | 6             | 3                  | +100.0%  | 7             | 3              | +133.3%  | 51               | 56             | -8.9%    |
| Senior 3 Month Pass                   | -             | 2                  | -100.0%  | -             | 14             | -100.0%  | -                | 129            | -100.0%  |
| Reduced Fare 3 Month Pass             | 67            | 99                 | -32.3%   | 216           | 239            | -9.6%    | 1,539            | 1,565          | -1.7%    |
| Regular Tokens                        | 4,619         | 14,666             | -68.5%   | 10,539        | 34,076         | -69.1%   | 116,041          | 223,593        | -48.1%   |
| Reduced Fare Tokens                   | 16            | 10                 | +60.0%   | 38            | 23             | +65.2%   | 169              | 250            | -32.4%   |
| <b>Fleet Services</b>                 |               |                    |          |               |                |          |                  |                |          |
| Fleet Miles                           | 317,470       | 335,566            | -5.4%    | 663,625       | 694,187        | -4.4%    | 4,067,276        | 4,102,197      | -0.9%    |
| Average Passenger Boardings/Mile      | 2.26          | 2.48               | -8.6%    | 2.22          | 2.48           | -10.6%   | 2.82             | 2.84           | -0.7%    |
| Fuel Cost                             | \$164,595     | \$343,509          | -52.1%   | \$337,318     | \$737,361      | -54.3%   | \$2,140,509      | \$3,361,026    | -36.3%   |
| Fuel Cost Per Mile                    | \$0.518       | \$1.024            | -49.4%   | \$0.508       | \$1.062        | -52.1%   | \$0.526          | \$0.819        | -35.8%   |
| Repair Costs                          | \$232,163     | \$158,171          | +46.8%   | \$492,594     | \$364,126      | +35.3%   | \$2,328,265      | \$2,145,464    | +8.5%    |
| Total Repair Cost Per Mile            | \$0.731       | \$0.471            | +55.1%   | \$0.742       | \$0.525        | +41.5%   | \$0.572          | \$0.523        | +9.5%    |
| Preventive Maintenance Costs          | \$29,578      | \$39,767           | -25.6%   | \$62,044      | \$80,322       | -22.8%   | \$379,770        | \$382,835      | -0.8%    |
| Total PM Cost Per Mile                | \$0.093       | \$0.119            | -21.4%   | \$0.093       | \$0.116        | -19.2%   | \$0.093          | \$0.093        | +0.1%    |
| Mechanical Road Calls                 | 106           | 107                | -0.9%    | 218           | 211            | +3.3%    | 1,307            | 1,059          | +23.4%   |
| Miles/Mech. Road Call                 | 2,995         | 3,136              | -4.5%    | 3,044         | 3,290          | -7.5%    | 3,112            | 3,874          | -19.7%   |

**Special Mobility Service**

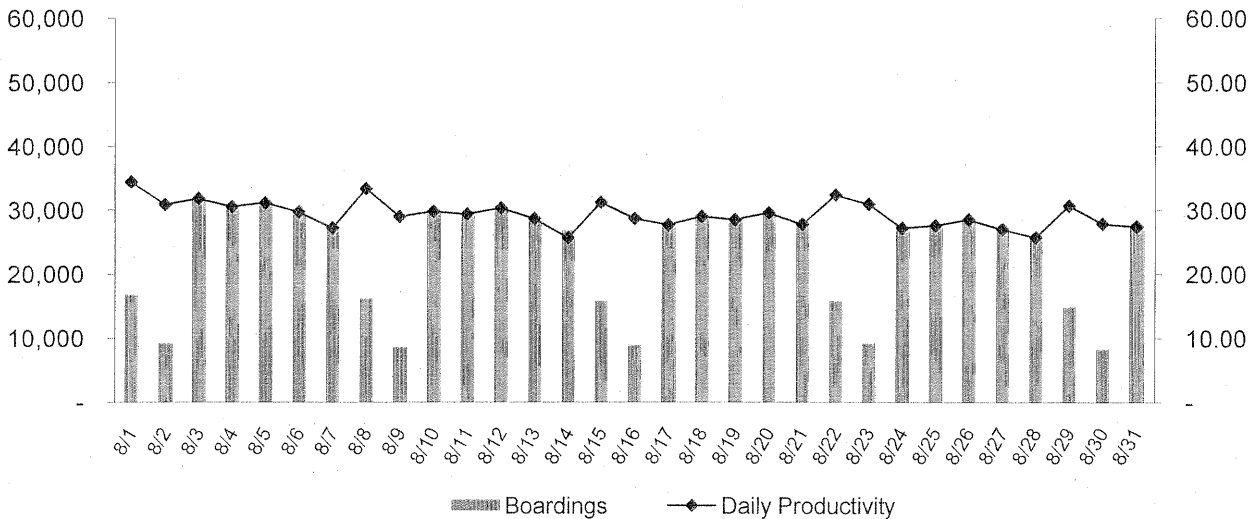
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\* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair

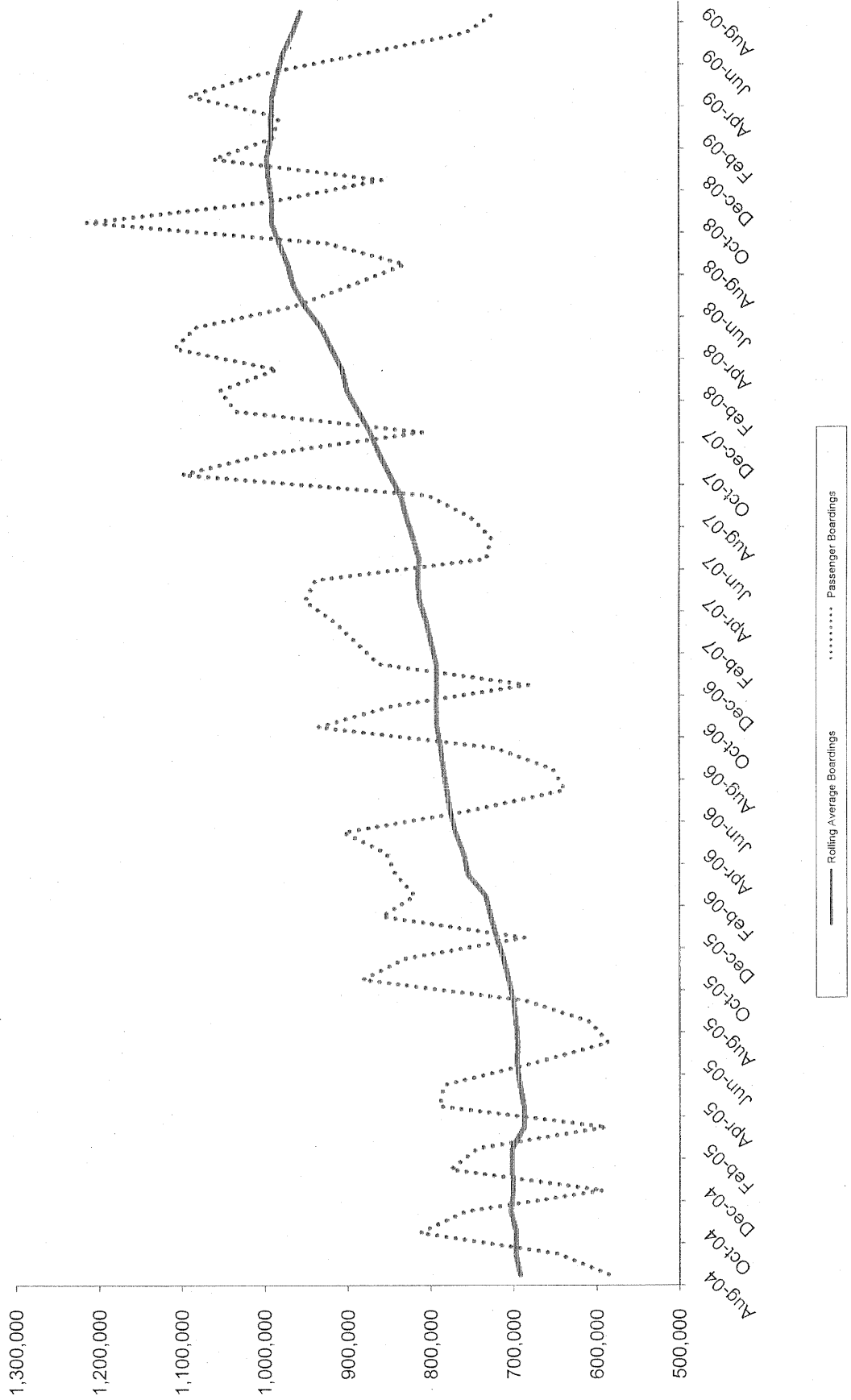


## Daily Ridership Recap August 2009

| Date          | Day       | Service  | Boardings      | Mobility           |                 |                    |
|---------------|-----------|----------|----------------|--------------------|-----------------|--------------------|
|               |           |          |                | Assisted Boardings | Scheduled Hours | Daily Productivity |
| 8/1/2009      | Saturday  | Saturday | 16,763         | 284                | 486.90          | 34.43              |
| 8/2/2009      | Sunday    | Sunday   | 9,185          | 146                | 297.60          | 30.86              |
| 8/3/2009      | Monday    | Weekday  | 31,444         | 493                | 987.60          | 31.84              |
| 8/4/2009      | Tuesday   | Weekday  | 30,166         | 404                | 987.60          | 30.54              |
| 8/5/2009      | Wednesday | Weekday  | 30,758         | 447                | 987.60          | 31.14              |
| 8/6/2009      | Thursday  | Weekday  | 29,360         | 366                | 987.60          | 29.73              |
| 8/7/2009      | Friday    | Weekday  | 26,886         | 428                | 987.60          | 27.22              |
| 8/8/2009      | Saturday  | Saturday | 16,240         | 304                | 486.90          | 33.35              |
| 8/9/2009      | Sunday    | Sunday   | 8,621          | 125                | 297.60          | 28.97              |
| 8/10/2009     | Monday    | Weekday  | 29,427         | 411                | 987.60          | 29.80              |
| 8/11/2009     | Tuesday   | Weekday  | 29,000         | 408                | 987.60          | 29.36              |
| 8/12/2009     | Wednesday | Weekday  | 29,962         | 364                | 987.60          | 30.34              |
| 8/13/2009     | Thursday  | Weekday  | 28,294         | 376                | 987.60          | 28.65              |
| 8/14/2009     | Friday    | Weekday  | 26,800         | 449                | 1,043.80        | 25.68              |
| 8/15/2009     | Saturday  | Saturday | 15,811         | 245                | 506.80          | 31.20              |
| 8/16/2009     | Sunday    | Sunday   | 8,911          | 125                | 310.90          | 28.66              |
| 8/17/2009     | Monday    | Weekday  | 27,350         | 351                | 987.60          | 27.69              |
| 8/18/2009     | Tuesday   | Weekday  | 28,635         | 426                | 987.60          | 28.99              |
| 8/19/2009     | Wednesday | Weekday  | 28,147         | 392                | 987.60          | 28.50              |
| 8/20/2009     | Thursday  | Weekday  | 29,216         | 412                | 987.60          | 29.58              |
| 8/21/2009     | Friday    | Weekday  | 27,430         | 441                | 987.60          | 27.77              |
| 8/22/2009     | Saturday  | Saturday | 15,758         | 250                | 486.90          | 32.36              |
| 8/23/2009     | Sunday    | Sunday   | 9,200          | 175                | 297.60          | 30.91              |
| 8/24/2009     | Monday    | Weekday  | 26,831         | 377                | 987.60          | 27.17              |
| 8/25/2009     | Tuesday   | Weekday  | 27,236         | 405                | 987.60          | 27.58              |
| 8/26/2009     | Wednesday | Weekday  | 28,163         | 429                | 987.60          | 28.52              |
| 8/27/2009     | Thursday  | Weekday  | 26,685         | 348                | 987.60          | 27.02              |
| 8/28/2009     | Friday    | Weekday  | 25,415         | 379                | 987.60          | 25.73              |
| 8/29/2009     | Saturday  | Saturday | 14,945         | 282                | 486.90          | 30.69              |
| 8/30/2009     | Sunday    | Sunday   | 8,294          | 99                 | 297.60          | 27.87              |
| 8/31/2009     | Monday    | Weekday  | 27,114         | 397                | 987.60          | 27.45              |
| <b>Totals</b> |           |          | <b>718,047</b> | <b>10,538</b>      | <b>24,752</b>   | <b>29.01</b>       |



**LANE TRANSIT DISTRICT**  
 Five Year History of Passenger Boardings



# LTD Visioning Questions

- ▣ What is the most innovative idea you have heard related to transit?
- ▣ When you have traveled to other places, what has impressed you about the transit systems you have seen?
- ▣ When you had a good transit experience, what did you like about it?
- ▣ What comfort considerations are important to you when going from one place to another?

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 16, 2009

**ITEM TITLE:** JULY AND AUGUST FINANCIAL STATEMENTS

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

**ACTION REQUESTED:** None

**BACKGROUND:**

Financial results for the first two months of the FY 2009-10 fiscal year are summarized in the attached reports. With a focus on the most current information, this report covers August and two-month year-to-date results.

Passenger fares are 1.9 percent lower for the first two months of the new year over the same period last year. Passenger boardings for the rolling twelve-month period, which ended August 31, decreased .6 percent compared to the previous period. Ridership as measured by passenger boardings has decreased every month since January 2009. The largest monthly decreases occurred in July and August 2009. Other transit agencies are reporting similar results. Contributing causes could be lower and more stable fuel prices, and high unemployment compared to a year ago.

Payroll tax revenues are down 12.9 percent versus last year, as reported in the Board packet. Since both the current budget and Long-Range Financial Plan assumed that receipts would be essentially flat for FY 2009-10 and FY 2010-11, the loss is significant and could require major cost reductions in the fall of 2010 if receipts do not improve. As noted in the Board packet, a continuation of the current receipt rate will result in a budget shortfall of \$3 million by fiscal year end. Operating reserves are adequate to sustain current service levels through June 2010. Service changes are typically implemented with the new fall bid in September of each year.

There are no self-employment tax receipts expected until after the first of January for the calendar year that will end December 31. Self-employment tax payments are due at the same time as state income tax returns, usually on April 15.

State-in-lieu receipts are disbursed quarterly. First quarter receipts are expected September 30, 2009.

Interest rates of return continue to fall. The Local Government Investment Pool (LGIP) paid .9274 percent in July. The rate fell to .8306 percent in August.



Total personnel services expenditures, the largest category of operating expense, show a .7 percent decrease versus the previous year. This reduction is primarily the result of the elimination of positions through attrition that occurred in FY 2008-09.

Materials and services results vary widely from department to department. Total materials and services are slightly lower for the first two months of this year as compared to last, but there are several line items that have increased including insurance and liability costs (due to a change in the way that we pay the premium, and the transfer to the Accessible Services Fund (due to a delay in expense reimbursement). Increases were offset by the elimination of transfers to the Capital Projects Fund in FY 2009-10.

Fuel prices rose in July and again in August. The current year budget assumed \$2.00 per gallon. The year-to-date average price per gallon through August was \$1.85. As Board members know, Lane Transit District purchased and stored more than 400,000 gallons of diesel fuel in FY 2008-09 at a delivered cost of \$1.68 per gallon. That amount represents about 40 percent of the annual diesel fuel requirement. Should the average price of diesel fuel exceed \$2.00 per gallon, Lane Transit District will begin to draw down the supply of stored fuel to meet fuel budget objectives.

The General Fund is stable through August, but payroll tax receipts will be a critical indicator of LTD's financial health in the months to come. The next quarterly distribution of payroll tax receipts is expected in early November.

The Transportation Options Fund activities are generally as expected through the first two months of the current fiscal year. As previously noted, transfers to the Accessible Services Fund are higher than would normally be required for the period due to a delay in state funding. It should also be noted that there is now a Medicaid Fund, as created in the FY 2009-10 budget and the comparative information for the previous fiscal year has been restated as if the fund existed on June 30, 2009.

Year to date Capital Project Fund activity has been predominantly EmX related, with the majority of expenditure outlay going for the Gateway EmX extension, including vehicles.

In November or December (depending on meeting schedules), Board members will receive the FY 2008-09 Comprehensive Annual Financial Report (CAFR). Field work for the annual independent audit of last fiscal year was completed on September 3. A representative of Grove, Mueller and Swank, LTD's independent audit firm, will attend the Board meeting and present audit results.

**ATTACHMENTS:**

Attached are the following financial reports for August and July 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. Medicaid Fund
  - e. Capital Projects Fund
3. Income Statements
  - a. General Fund
  - b. Commuter Solutions Fund
  - c. Accessible Services Fund
  - d. Medicaid Fund
  - e. Capital Projects Fund

**PROPOSED MOTION:**

None

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**Lane Transit District**  
**Operating Financial Report**  
For the Fiscal Period Ending 8/31/2009 With Comparisons to Prior Year to Date  
**Current Year: 2009-2010**  
**Unaudited**

|  | Prior YTD<br>08-09 | Adopted<br>Budget | YTD Actual       | % Budget     | % Over<br>Last Year |
|--|--------------------|-------------------|------------------|--------------|---------------------|
| <b>Revenues &amp; Other Sources</b>                      |                    |                   |                  |              |                     |
| Passenger Fares  | 599,566            | 4,507,800         | 588,098          | 13.0%        | -1.9%               |
| Group Pass   | 219,328            | 2,030,500         | 251,712          | 12.4%        | 14.8%               |
| Advertising  | 43,000             | 264,000           | 44,000           | 16.7%        | 2.3%                |
| Special Service  | 207,990            | 735,700           | 102,785          | 14.0%        | -50.6%              |
| Miscellaneous  | 20,314             | 179,500           | 14,169           | 7.9%         | -30.3%              |
| <b>Total Operating</b>                                   | <b>1,090,198</b>   | <b>7,717,500</b>  | <b>1,000,764</b> | <b>13.0%</b> | <b>-8.2%</b>        |
| Payroll Tax (cash basis)                                 | 5,607,738          | 23,327,600        | 4,883,340        | 20.9%        | -12.9%              |
| Self-employment Tax (cash basis)                         | 48,693             | 1,400,000         | 10,549           | 0.8%         | -78.3%              |
| State-in-Lieu (accrued basis)                            | -                  | 1,400,000         | -                | 0.0%         | N/A                 |
| Operating Grants   | 9,910              | 4,226,500         | 644,371          | 15.2%        | 6402.2%             |
| <b>Total Taxes &amp; Grants</b>                          | <b>5,666,341</b>   | <b>30,354,100</b> | <b>5,538,260</b> | <b>18.2%</b> | <b>-2.3%</b>        |
| Interest Income  | 83,055             | 150,000           | 15,910           | 10.6%        | -80.8%              |
| Sale of Assets   | -                  | -                 | -                | N/A          | N/A                 |
| Transfer from Commuter Solutions Fund                    | -                  | -                 | -                | N/A          | N/A                 |
| <b>Total Revenues &amp; Other Sources</b>                | <b>6,839,594</b>   | <b>38,221,600</b> | <b>6,554,934</b> | <b>17.1%</b> | <b>-4.2%</b>        |
| <b>Expenditures &amp; Other Uses</b>                     |                    |                   |                  |              |                     |
| <b>Personnel Services</b>                                |                    |                   |                  |              |                     |
| Administration   | 1,430,947          | 9,158,000         | 1,378,917        | 15.1%        | -3.6%               |
| Administration - Contra Payroll                          | (272,557)          | (1,634,500)       | (251,638)        | 15.4%        | -7.7%               |
| Administration - Net                                     | 1,158,390          | 7,523,500         | 1,127,279        | 15.0%        | -2.7%               |
| Contract   | 2,965,650          | 18,911,800        | 2,968,144        | 15.7%        | 0.1%                |
| <b>Total Personnel Services</b>                          | <b>4,124,040</b>   | <b>26,435,300</b> | <b>4,095,423</b> | <b>15.5%</b> | <b>-0.7%</b>        |
| <b>Materials &amp; Services</b>                          |                    |                   |                  |              |                     |
| General Administration                                   | 35,088             | 177,800           | 26,133           | 14.7%        | -25.5%              |
| Government Relations                                     | 44,951             | 125,800           | 40,385           | 32.1%        | -10.2%              |
| Finance  | 11,112             | 134,800           | 9,897            | 7.3%         | -10.9%              |
| Information Technologies                                 | 251,225            | 570,900           | 262,246          | 45.9%        | 4.4%                |
| Human Resources  | 18,051             | 334,400           | 9,138            | 2.7%         | -49.4%              |
| Service Planning   | 3,186              | 10,000            | 1,997            | 20.0%        | -37.3%              |
| Marketing  | 119,304            | 309,900           | 106,009          | 34.2%        | -11.1%              |
| Graphics   | 4,577              | 14,600            | 865              | 5.9%         | -81.1%              |
| Accessible Services                                      | 1,835              | 37,000            | -                | 0.0%         | -100.0%             |
| Planning & Development                                   | 2,640              | 19,700            | 951              | 4.8%         | -64.0%              |
| <i>point2point Solutions</i>                             | 71                 | -                 | -                | N/A          | -100.0%             |
| Facilities Services                                      | 136,152            | 854,500           | 108,308          | 12.7%        | -20.5%              |
| Transit Operations                                       | 96,418             | 631,200           | 76,859           | 12.2%        | -20.3%              |
| Customer Service Center                                  | 3,061              | 27,700            | 7,373            | 26.6%        | 140.9%              |
| Maintenance  | 792,269            | 3,437,300         | 566,740          | 16.5%        | -28.5%              |
| Insurance / Liability Costs                              | 118,563            | 1,267,600         | 205,037          | 16.2%        | 72.9%               |
| Transportation Options Transfer                          | 5,000              | 5,000             | 5,000            | 100.0%       | 0.0%                |
| Accessible Services Transfer                             | 28,691             | 1,900,000         | 483,740          | 25.5%        | 1586.0%             |
| Capital Transfer   | 292,000            | -                 | -                | N/A          | -100.0%             |
| <b>Total Materials &amp; Services</b>                    | <b>1,964,194</b>   | <b>9,858,200</b>  | <b>1,910,678</b> | <b>19.4%</b> | <b>-2.7%</b>        |
| <b>Total Expenditures &amp; Other Uses</b>               | <b>6,088,234</b>   | <b>36,293,500</b> | <b>6,006,101</b> | <b>16.5%</b> | <b>-1.3%</b>        |
| <b>Excess (Deficiency) of Revenues Over Expenditures</b> | <b>751,360</b>     | <b>1,928,100</b>  | <b>548,833</b>   |              | <b>27.0%</b>        |
| <b>Net to Fund</b>                                       | <b>751,360</b>     | <b>1,928,100</b>  | <b>548,833</b>   |              | <b>27.0%</b>        |



Lane Transit District  
General Fund  
Comparative Balance Sheets  
August 31, 2009 and June 30, 2009  
Unaudited

|   | Current<br>Balance    | Balance<br>06/30/09   |
|---|-----------------------|-----------------------|
| <b>ASSETS</b>                                     |                       |                       |
| Cash & Investments                                | \$ 7,335,443          | \$ 7,990,388          |
| Receivables                                       | 2,321,069             | 1,537,183             |
| Accrued Payroll Taxes Receivable                  | 4,826,000             | 4,826,000             |
| Due from Other Governments                        | -                     | 440,207               |
| Inventory of Parts and Supplies                   | 1,793,588             | 1,831,649             |
| Prepaid Expenses                                  | 783,779               | 706,623               |
| VRC Lease   | 2,083                 | 2,083                 |
| Property, Plant and Equipment                     |                       |                       |
| Net of Accumulated Depreciation                   | 92,451,905            | 92,451,905            |
| <b>Total Assets</b>                               | <b>\$ 109,513,867</b> | <b>\$ 109,786,038</b> |
| <b>LIABILITIES</b>                                |                       |                       |
| Accounts Payable                                  | \$ -                  | \$ 388,963            |
| Accrued Payroll Related Payable                   | 511,122               | 1,005,824             |
| Unearned Revenue                                  | 123,743               | 61,892                |
| Liability Claims/Other Payable                    | 590,548               | 589,737               |
| CAL/Sick Accrual                                  | 3,287,339             | 3,287,339             |
| Net OPEB Obligation                               | 635,353               | 635,353               |
| <b>Total Liabilities</b>                          | <b>5,148,105</b>      | <b>5,969,109</b>      |
| <b>FUND BALANCE</b>                               |                       |                       |
| Investment in Fixed Assets                        | 32,670,227            | 32,670,227            |
| Reserved for Long-Term Lease                      | 2,083                 | 2,083                 |
| Contributed Capital                               | 71,081,655            | 71,081,655            |
| <b>Fund Balance Restricted to Assets</b>          | <b>103,753,965</b>    | <b>103,753,965</b>    |
| <b>Fund Balance</b>                               | <b>62,964</b>         | <b>4,985,175</b>      |
| Excess (Deficiency) of Revenues Over Expenditures | 548,833               | (4,922,211)           |
| <b>Ending Fund Balance</b>                        | <b>611,797</b>        | <b>62,964</b>         |
| <b>Total Reserves &amp; Fund Balances</b>         | <b>104,365,762</b>    | <b>103,816,929</b>    |
| <b>Total Liabilities &amp; Fund Balance</b>       | <b>\$ 109,513,867</b> | <b>\$ 109,786,038</b> |



Lane Transit District  
Transportation Options Fund  
Comparative Balance Sheets  
August 31, 2009 and June 30, 2009  
Unaudited

|   | Current<br>Balance | Balance<br>06/30/09 |
|---|--------------------|---------------------|
| <b>ASSETS</b>                                     |                    |                     |
| Cash & Equivalents                                | \$ 106,841         | \$ 211,768          |
| Receivables                                       | 60,100             | 55,100              |
| Prepaid Expenses                                  | 5,150              | -                   |
| <b>Total Assets</b>                               | <b>\$ 172,091</b>  | <b>\$ 266,868</b>   |
| <b>LIABILITIES</b>                                |                    |                     |
| Accounts Payable                                  | \$ 1,404           | \$ 11,991           |
| <b>Total Liabilities</b>                          | <b>1,404</b>       | <b>11,991</b>       |
| <b>RESERVES &amp; BALANCES</b>                    |                    |                     |
| Fund Balance                                      | 254,877            | 370,138             |
| Excess (Deficiency) of Revenues Over Expenditures | (84,190)           | (115,261)           |
| Ending Fund Balance                               | 170,687            | 254,877             |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 172,092</b>  | <b>\$ 266,868</b>   |



Lane Transit District  
Accessible Services Fund  
Comparative Balance Sheets  
August 31, 2009 and June 30, 2009 (Restated, As If)  
Unaudited

|   | Current<br>Balance | Balance<br>6/30/2009<br>Restated, As If |
|---|--------------------|---|
| <b>ASSETS</b>                                     |                    |   |
| Cash & Investments                                | \$ 245,278         | 235,555                                 |
| Receivables                                       | 6,105              | 75                                      |
| Grants Receivable                                 | 97,717             | 122,582                                 |
| <b>Total Assets</b>                               | <b>\$ 349,099</b>  | <b>358,212</b>                          |
| <b>LIABILITIES</b>                                |                    |   |
| Accounts Payable                                  | \$ 170,502         | 140,348                                 |
| Oakridge Program Reserves                         | 62,418             | 62,412                                  |
| <b>Total Liabilities</b>                          | <b>232,920</b>     | <b>202,760</b>                          |
| <b>RESERVES &amp; BALANCES</b>                    |                    |   |
| Fund Balance                                      | 155,452            | 104,712                                 |
| Excess (Deficiency) of Revenues Over Expenditures | (39,273)           | 50,740                                  |
| <b>Ending Fund Balance</b>                        | <b>116,179</b>     | <b>155,452</b>                          |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 349,099</b>  | <b>358,212</b>                          |



**Lane Transit District**  
**Medicaid Fund**  
**Comparative Balance Sheets**  
**August 31, 2009 and June 30, 2009 (Restated, As If)**  
**Unaudited**

|   | Current<br>Balance | Balance<br>6/30/2009<br>Restated, As If |
|---|--------------------|---|
| <b>ASSETS</b>                                     |                    |   |
| Cash & Investments                                | \$ 236,830         | 378,351                                 |
| Receivables                                       | 245,638            | 255,368                                 |
| Grants Receivable                                 | -                  | -                                       |
| <b>Total Assets</b>                               | <b>\$ 482,469</b>  | <b>633,719</b>                          |
| <b>LIABILITIES</b>                                |                    |   |
| Accounts Payable                                  | \$ 52,092          | 138,304                                 |
| Medicaid Medical Reserves                         | 343,007            | 347,948                                 |
| <b>Total Liabilities</b>                          | <b>395,099</b>     | <b>486,252</b>                          |
| <b>RESERVES &amp; BALANCES</b>                    |                    |   |
| Fund Balance                                      | 147,467            | 147,467                                 |
| Excess (Deficiency) of Revenues Over Expenditures | (60,097)           | -                                       |
| <b>Ending Fund Balance</b>                        | <b>87,370</b>      | <b>147,467</b>                          |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 482,469</b>  | <b>633,719</b>                          |



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

|   | Current<br>Balance         | Balance<br>06/30/09        |
|---|----------------------------|----------------------------|
| <b>ASSETS</b>                                     |                            |                            |
| Cash & Investments                                | \$ (648,969)               | \$ 3,355,445               |
| Accounts Receivable                               | 228,938                    | 94,980                     |
| Grants Receivable                                 | <u>3,642,303</u>           | <u>4,289,718</u>           |
| <b>Total Assets</b>                               | <b><u>\$ 3,222,272</u></b> | <b><u>\$ 7,740,143</u></b> |
| <b>LIABILITIES</b>                                |                            |                            |
| Accounts Payable                                  | \$ 108,958                 | \$ 2,488,506               |
| Retainage Payable                                 | 228,846                    | 131,082                    |
| Unearned Revenue                                  | <u>62,150</u>              | <u>62,150</u>              |
| <b>Total Liabilities</b>                          | <b><u>399,954</u></b>      | <b><u>2,681,738</u></b>    |
| <b>RESERVES &amp; BALANCES</b>                    |                            |                            |
| Fund Balance                                      | 5,058,406                  | 1,935,115                  |
| Excess (Deficiency) of Revenues Over Expenditures | <u>(2,236,087)</u>         | <u>3,123,291</u>           |
| Ending Fund Balance                               | <u>2,822,319</u>           | <u>5,058,406</u>           |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b><u>\$ 3,222,272</u></b> | <b><u>\$ 7,740,144</u></b> |





Lane Transit District  
General Fund  
Schedule of Resources and Requirements  
For the Period 8/1/2009- 8/31/2009  
Unaudited

|   | Annual Budget     | Current Month    |                  |                    | Year to Date      |                   |                  |
|---|-------------------|------------------|------------------|--------------------|-------------------|-------------------|------------------|
|   |                   | Budget           | Actual           | Variance           | Budget            | Actual            | Variance         |
| <b>Resources</b>                        |                   |                  |                  |                    |                   |                   |                  |
| Beginning Working Capital               | 5,280,000         | -                | -                | -                  | 5,280,000         | 7,921,300         | 2,641,300        |
| Passenger Fares                         | 4,507,800         | 375,640          | 274,496          | (101,144)          | 751,280           | 588,098           | (163,182)        |
| Group Pass                              | 2,030,500         | 110,000          | 125,232          | 15,232             | 220,000           | 251,712           | 31,712           |
| Advertising                             | 264,000           | 22,000           | 22,000           | -                  | 44,000            | 44,000            | -                |
| Special Service                         | 735,700           | 35,000           | 3,861            | (31,139)           | 139,700           | 102,785           | (36,915)         |
| Miscellaneous                           | 179,500           | 14,970           | 7,044            | (7,926)            | 29,940            | 14,169            | (15,771)         |
| Payroll Tax (cash basis)                | 23,327,600        | 4,800,000        | 3,758,814        | (1,041,186)        | 5,655,600         | 4,883,340         | (772,260)        |
| Self-employment Tax (cash basis)        | 1,400,000         | 28,000           | 10,549           | (17,451)           | 56,000            | 10,549            | (45,451)         |
| State-in-Lieu (accrual basis)           | 1,400,000         | -                | -                | -                  | -                 | -                 | -                |
| Operating Grants                        | 4,226,500         | 352,210          | 289,626          | (62,584)           | 704,420           | 644,371           | (60,049)         |
| Interest Income                         | 150,000           | 12,500           | 7,265            | (5,235)            | 25,000            | 15,910            | (9,090)          |
| Proceeds From Sale of Assets            | -                 | -                | -                | -                  | -                 | -                 | -                |
| Transfer from Commuter Solutions Fund   | -                 | -                | -                | -                  | -                 | -                 | -                |
| <b>Total General Fund Resources</b>     | <b>43,501,600</b> | <b>5,750,320</b> | <b>4,498,887</b> | <b>(1,251,433)</b> | <b>12,905,940</b> | <b>14,476,234</b> | <b>1,570,294</b> |
| <b>Requirements</b>                     |                   |                  |                  |                    |                   |                   |                  |
| General Administration                  | 778,400           | 64,920           | 44,791           | 20,129             | 129,840           | 116,645           | 13,195           |
| Government Relations                    | 125,800           | 7,990            | (245)            | 8,235              | 46,980            | 40,385            | 6,595            |
| Finance                                 | 1,075,300         | 86,430           | 71,245           | 15,185             | 178,860           | 152,758           | 26,102           |
| Information Technologies                | 1,156,100         | 96,270           | 68,499           | 27,771             | 192,640           | 351,716           | (159,076)        |
| Human Resources                         | 990,600           | 82,600           | 50,852           | 31,748             | 165,200           | 109,837           | 55,363           |
| Service Planning                        | 571,300           | 53,140           | 39,166           | 13,974             | 100,280           | 87,604            | 12,676           |
| Marketing                               | 638,800           | 101,775          | 65,475           | 36,300             | 134,830           | 159,391           | (24,561)         |
| Graphics                                | 140,800           | 12,650           | 9,987            | 2,663              | 23,300            | 22,941            | 359              |
| Accessible Services                     | 129,600           | 9,800            | 12,853           | (3,053)            | 19,700            | 16,319            | 3,381            |
| Planning & Development                  | 268,500           | 22,410           | 18,416           | 3,994              | 44,820            | 29,368            | 15,452           |
| point2point Solutions                   | -                 | 10               | -                | 10                 | 20                | -                 | 20               |
| Facilities Services                     | 1,433,500         | 119,550          | 95,721           | 23,829             | 239,100           | 193,852           | 45,248           |
| Transit Operations                      | 17,858,200        | 1,463,860        | 1,344,791        | 119,069            | 3,007,945         | 2,757,045         | 250,900          |
| Customer Service Center                 | 577,000           | 47,820           | 41,232           | 6,588              | 98,840            | 85,164            | 13,676           |
| Maintenance                             | 7,377,000         | 614,790          | 546,518          | 68,272             | 1,229,580         | 1,189,299         | 40,281           |
| Insurance / Liability Costs             | 1,267,600         | 105,650          | 73,000           | 32,650             | 211,300           | 205,037           | 6,263            |
| <b>Total Operating Requirements</b>     | <b>34,388,500</b> | <b>2,889,665</b> | <b>2,482,301</b> | <b>407,364</b>     | <b>5,823,235</b>  | <b>5,517,361</b>  | <b>305,874</b>   |
| Transportation Options Transfer         | 5,000             | -                | -                | -                  | 5,000             | 5,000             | -                |
| Accessible Services Transfer            | 1,900,000         | 158,330          | 282,091          | (123,761)          | 316,660           | 483,740           | (167,080)        |
| Capital Projects Transfer               | -                 | -                | -                | -                  | -                 | -                 | -                |
| Reserve-Operating Contingency           | 1,000,000         | -                | -                | -                  | -                 | -                 | -                |
| Reserve-Self-insurance and Risk         | 1,000,000         | -                | -                | -                  | -                 | -                 | -                |
| Reserve-Working Capital                 | 5,208,100         | -                | -                | -                  | -                 | -                 | -                |
| <b>Total Non-Operating Requirements</b> | <b>9,113,100</b>  | <b>158,330</b>   | <b>282,091</b>   | <b>(123,761)</b>   | <b>321,660</b>    | <b>488,740</b>    | <b>(167,080)</b> |
| <b>Total General Fund Requirements</b>  | <b>43,501,600</b> | <b>3,047,995</b> | <b>2,764,392</b> | <b>283,603</b>     | <b>6,144,895</b>  | <b>6,006,101</b>  | <b>138,794</b>   |
| <b>Resources Less Requirements</b>      | <b>-</b>          | <b>-</b>         | <b>-</b>         | <b>-</b>           | <b>6,761,045</b>  | <b>8,470,133</b>  | <b>-</b>         |



**Lane Transit District**  
**Transportation Options Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 8/1/2009 - 8/31/2009**  
**Unaudited**

|   | Adopted<br>Budget | YTD Actual     | Current Month<br>Actual | Variance         | Percent of Year<br>16.7% | YTD % of<br>Budget |
|---|-------------------|----------------|-------------------------|------------------|--------------------------|--------------------|
| <b>Revenues &amp; Other Sources</b>           |                   |                |                         |                  |                          |                    |
| Federal Grants-Surface Transportation Program | 436,500           | -              | -                       | (436,500)        |                          | 0.0%               |
| TDM Match - Other Local Jurisdictions         | 15,000            | 15,000         | -                       | -                |                          | 100.0%             |
| Business Energy Tax Credit (BETC)             | 60,000            | -              | -                       | (60,000)         |                          | 0.0%               |
| Miscellaneous Income                          | -                 | -              | -                       | -                |                          |                    |
| Transfer from General Fund                    | 5,000             | 5,000          | -                       | -                |                          | 100.0%             |
| <b>Total Revenues</b>                         | <u>516,500</u>    | <u>20,000</u>  | <u>-</u>                | <u>(496,500)</u> |                          | <u>3.9%</u>        |
| <b>Expenditures &amp; Other Uses</b>          |                   |                |                         |                  |                          |                    |
| <b>Funded from Rideshare Program</b>          |                   |                |                         |                  |                          |                    |
| Project Management                            | 184,200           | 92,145         | 38,596                  | 92,055           |                          | 50.0%              |
| Special Projects                              | 71,200            | -              | -                       | 71,200           |                          | 0.0%               |
| Research                                      | 18,000            | -              | -                       | 18,000           |                          | 0.0%               |
| Carpool/Vanpool Program                       | 217,200           | 4,310          | 2,531                   | 212,890          |                          | 2.0%               |
| Smart Ways to School Program                  | 71,200            | 7,429          | -                       | 63,771           |                          | 10.4%              |
| Emergency Ride Home Program                   | -                 | 13             | -                       | (13)             |                          | N/A                |
| Gateway Transportation Program                | -                 | -              | -                       | -                |                          | N/A                |
| Park & Ride Program                           | -                 | 293            | 293                     | (293)            |                          | N/A                |
| Group Pass Program                            | 121,500           | -              | -                       | 121,500          |                          | 0.0%               |
| <b>Total Rideshare Program</b>                | <u>683,300</u>    | <u>104,190</u> | <u>41,421</u>           | <u>579,110</u>   |                          | <u>15.2%</u>       |
| Transfer to General Fund                      | -                 | -              | -                       | -                |                          | N/A                |
| Contingency                                   | 138,400           | -              | -                       | 138,400          |                          | 0.0%               |
| <b>Total Commuter Solutions Expenditures</b>  | <u>821,700</u>    | <u>104,190</u> | <u>41,421</u>           | <u>717,510</u>   |                          | <u>12.7%</u>       |
| <b>Unreserved Fund Balance</b>                |                   |                |                         |                  |                          |                    |
| Change to Fund Balance                        | (305,200)         | (84,190)       |                         |                  |                          |                    |
| Beginning Balance                             | <u>305,200</u>    | <u>254,877</u> |                         |                  |                          |                    |
| Ending Balance                                | <u>-</u>          | <u>170,688</u> |                         |                  |                          |                    |



**Lane Transit District**  
**Accessible Services Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 7/1/2009 - 7/31/2009**  
**Unaudited**

Percent of Year 16.7%

|  | Adopted<br>Budget | YTD Actual        | Current Month<br>Actual | Variance           | YTD % of<br>Budget |
|--|-------------------|-------------------|-------------------------|--------------------|--------------------|
| <b>Revenues &amp; Other Sources</b>            |                   |                   |                         |                    |                    |
| State Special Transp Funds - In District       | 381,800           | 45,540            | 22,770                  | (336,260)          | 11.9%              |
| State Special Transp Funds - Out of District   | -                 | 11,520            | 5,760                   | 11,520             | NA                 |
| State Special Transp Funds - Administration    | -                 | -                 | -                       | -                  | NA                 |
| American Recovery & Reinvestment Act (ARRA)    | 17,600            | -                 | -                       | (17,600)           | 0.0%               |
| Federal Grants - 5310                          | 573,310           | -                 | -                       | (573,310)          | 0.0%               |
| Federal Grants - 5311                          | 259,000           | -                 | -                       | (259,000)          | 0.0%               |
| Federal Grants - 5316 JARC                     | 125,000           | 6,005             | -                       | (118,995)          | 0.0%               |
| Federal Grants - 5317 New Freedom              | -                 | 910               | -                       | 910                | NA                 |
| Other Federal Grants                           | 748,300           | -                 | -                       | (748,300)          | 0.0%               |
| Other State Grants                             | 57,100            | -                 | -                       | (57,100)           | 0.0%               |
| Business Energy Tax Credit Revenue             | 250,000           | -                 | -                       | (250,000)          | 0.0%               |
| Farebox  | 295,000           | 44,324            | 23,295                  | (250,676)          | 0.0%               |
| Local Grants                                   | 70,090            | 14,820            | 12,107                  | (55,270)           | 0.0%               |
| Miscellaneous                                  | -                 | 200               | -                       | 200                | NA                 |
| Transfer from General Fund                     | 1,900,000         | 483,740           | 282,091                 | (1,416,260)        | 0.0%               |
| <b>Total Revenues</b>                          | <u>4,677,200</u>  | <u>607,059</u>    | <u>346,023</u>          | <u>(4,070,141)</u> | 0.0%               |
| <b>Expenditures &amp; Other Uses</b>           |                   |                   |                         |                    |                    |
| <b>Eugene-Springfield Based Services</b>       |                   |                   |                         |                    |                    |
| ADA RideSource                                 | 3,837,200         | 516,204           | 277,290                 | 3,320,996          | 0.0%               |
| Mental Health & Homeless                       | 68,600            | 4,146             | 61                      | 64,454             | 0.0%               |
| Travel Training & Host                         | 111,400           | 7,872             | 62                      | 103,528            | 0.0%               |
| Job Access/Reverse Commute (JARC)              | -                 | 7,489             | -                       | (7,489)            | NA                 |
| <b>Total Eugene-Springfield Based Services</b> | <u>4,017,200</u>  | <u>535,711</u>    | <u>277,413</u>          | <u>3,377,961</u>   | 0.0%               |
| <b>Rural Lane County Services</b>              |                   |                   |                         |                    |                    |
| South Lane                                     | 178,200           | 35,085            | 734                     | 143,115            | 0.0%               |
| Florence                                       | 164,100           | 19,964            | 8,610                   | 144,136            | 0.0%               |
| Oakridge                                       | 194,000           | 12,876            | 20                      | 181,124            | 0.0%               |
| <b>Total Rural Lane County Services</b>        | <u>536,300</u>    | <u>67,925</u>     | <u>9,364</u>            | <u>468,375</u>     | 0.0%               |
| Lane County Coordination                       | 123,700           | 42,696            | 16,726                  | 81,004             | 0.0%               |
| Transfer to Capital Fund                       | 144,000           | -                 | -                       | 144,000            | 0.0%               |
| Contingency                                    | 384,100           | -                 | -                       | 384,100            | 0.0%               |
| <b>Total Accessible Services Expenditures</b>  | <u>5,205,300</u>  | <u>646,332</u>    | <u>303,503</u>          | <u>4,455,440</u>   | 0.0%               |
| <b>Unreserved Fund Balance</b>                 |                   |                   |                         |                    |                    |
| Change to Fund Balance                         | (528,100)         | (39,273)          |                         |                    |                    |
| Beginning Balance                              | 528,100           | 155,452           |                         |                    |                    |
| <b>Ending Balance</b>                          | <u>\$ -</u>       | <u>\$ 116,179</u> |                         |                    |                    |



**Lane Transit District**  
**Medicaid Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 8/1/2009 - 8/31/2009**  
**Unaudited**

|   | Adopted<br>Budget | YTD Actual      | Current Month<br>Actual | Percent of Year<br>Variance | 16.7%<br>YTD % of<br>Budget |
|---|-------------------|-----------------|-------------------------|-----------------------------|-----------------------------|
| <b>Revenues &amp; Other Sources</b>               |                   |                 |                         |                             |                             |
| Medicaid  | 4,740,000         | 558,886         | 276,955                 | (4,181,114)                 | 11.8%                       |
| Medicaid Non-Medical                              | 400,300           | -               | -                       | (400,300)                   | 0.0%                        |
| State Special Transportation Fund (STF) Operating | 124,000           | -               | -                       | (124,000)                   | 0.0%                        |
| State Discretionary Funds                         | 25,400            | -               | -                       | (25,400)                    | 0.0%                        |
| <b>Total Revenues</b>                             | <u>5,289,700</u>  | <u>558,886</u>  | <u>276,955</u>          | <u>(4,730,814)</u>          | 10.6%                       |
| <b>Expenditures &amp; Other Uses</b>              |                   |                 |                         |                             |                             |
| Medicaid Medical Service                          | 4,000,000         | 527,408         | 279,285                 | 3,472,592                   | 13.2%                       |
| Medicaid Non-Medical Service                      | 549,700           | 53,416          | 29,694                  | 496,284                     | 9.7%                        |
| RideSource Call Center Administration             | 560,000           | 31,434          | -                       | 528,566                     | 5.6%                        |
| Lane Transit District Administration              | 180,000           | 6,725           | 1,767                   | 173,275                     | 3.7%                        |
| <b>Total Commuter Solutions Expenditures</b>      | <u>5,289,700</u>  | <u>618,983</u>  | <u>310,747</u>          | <u>4,670,717</u>            | 11.7%                       |
| <b>Unreserved Fund Balance</b>                    |                   |                 |                         |                             |                             |
| Change to Fund Balance                            | -                 | (60,097)        |                         |                             |                             |
| Beginning Balance                                 | -                 | -               |                         |                             |                             |
| Ending Balance                                    | <u>-</u>          | <u>(60,097)</u> |                         |                             |                             |



**Lane Transit District**  
**Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 8/1/2009 - 8/31/2009**  
**Unaudited**

|   | Adopted<br>Budget | YTD Actual       | Current Month<br>Actual | Variance            | Percent of Year<br>8.3% | YTD % of<br>Budget |
|---|-------------------|------------------|-------------------------|---------------------|-------------------------|--------------------|
| <b>Revenues &amp; Other Sources</b>         |                   |                  |                         |                     |                         |                    |
| Federal Grant Income                        |                   |                  |                         | -                   |                         | N/A                |
| Formula Funds (Section 5307)                | 3,421,000         | 28,176           | 10,303                  | (3,392,824)         |                         | 0.8%               |
| American Recovery & Reinvestment Act (ARRA) | 3,396,800         | 1,879,967        | 820,939                 | (1,516,833)         |                         | 55.3%              |
| Discretionary Funds                         | 26,081,300        | 1,813,897        | 154,797                 | (24,267,403)        |                         | 7.0%               |
| Other Funds                                 | 1,014,500         | 2,652            | -                       | (1,011,848)         |                         | 0.3%               |
| Total Federal Grants                        | <u>33,913,600</u> | <u>3,724,692</u> | <u>986,039</u>          | <u>(30,188,908)</u> |                         | 11.0%              |
| Connect Oregon                              | 3,117,800         | -                | -                       | (3,117,800)         |                         | 0.0%               |
| Other State Grant Income                    | -                 | -                | -                       | -                   |                         | N/A                |
| Other Local Funds                           | 82,000            | 168,444          | 142,610                 | 86,444              |                         | 205.4%             |
| Miscellaneous Income                        | -                 | 100              | 100                     | 100                 |                         | N/A                |
| Transfer from Accessible Services Fund      | 144,000           | -                | -                       | (144,000)           |                         | 0.0%               |
| Total Resources                             | <u>37,257,400</u> | <u>3,893,236</u> | <u>1,128,749</u>        | <u>(33,364,164)</u> |                         | 10.4%              |
| <b>Expenditures</b>                         |                   |                  |                         |                     |                         |                    |
| Grant Paid Capital                          |                   |                  |                         |                     |                         |                    |
| EmX   |                   |                  |                         |                     |                         |                    |
| Gateway EmX Extension                       | 26,200,000        | 2,797,615        | 538,997                 | 23,402,385          |                         | 10.7%              |
| EmX Vehicles                                | 5,200,000         | 2,479,773        | 1,238,716               | 2,720,227           |                         | 47.7%              |
| West Eugene EmX Extension                   | 500,000           | 145,897          | 48,325                  | 354,103             |                         | 29.2%              |
| Total EmX                                   | <u>31,900,000</u> | <u>5,423,285</u> | <u>1,826,038</u>        | <u>26,476,715</u>   |                         | 17.0%              |
| Revenue Rolling Stock                       | -                 | -                | -                       | -                   |                         | N/A                |
| PBI/Facilities                              | 6,311,300         | 104,974          | 16,554                  | 6,206,326           |                         | 1.7%               |
| Software & Hardware                         | 510,000           | 13,866           | 4,988                   | 496,134             |                         | 2.7%               |
| Intelligent Transportation Systems          | -                 | 15,290           | 6,353                   | (15,290)            |                         | N/A                |
| Transit Security Projects                   | 210,000           | -                | -                       | 210,000             |                         | 0.0%               |
| Bus Related Equipment                       | 200,000           | -                | -                       | 200,000             |                         | 0.0%               |
| Miscellaneous Equipment                     | 40,000            | -                | -                       | 40,000              |                         | 0.0%               |
| Communications                              | 201,500           | 1,100            | 56                      | 200,400             |                         | 0.5%               |
| Shop Equipment                              | 25,000            | -                | -                       | 25,000              |                         | 0.0%               |
| Support Vehicles                            | 50,000            | -                | -                       | 50,000              |                         | 0.0%               |
| Accessible Services Vehicles                | 1,130,600         | 570,809          | 20                      | 559,791             |                         | 50.5%              |
| Budgeted for Capital Contingency            | 708,500           | -                | -                       | 708,500             |                         | 0.0%               |
| Total Expenditures                          | <u>41,286,900</u> | <u>6,129,323</u> | <u>1,854,009</u>        | <u>35,157,577</u>   |                         | 14.8%              |
| <b>Unreserved Fund Balance</b>              |                   |                  |                         |                     |                         |                    |
| Change to Fund Balance                      | (4,029,500)       | (2,236,087)      |                         |                     |                         |                    |
| Beginning Fund Balance                      | 4,029,500         | 3,123,291        |                         |                     |                         |                    |
| Ending Fund Balance                         | <u>-</u>          | <u>887,204</u>   |                         |                     |                         |                    |



Lane Transit District  
Operating Financial Report

For the Fiscal Period Ending 7/31/2009 With Comparisons to Prior Year to Date  
Current Year: 2009-2010  
Unaudited

|   | Prior YTD<br>08-09 | Adopted<br>Budget | YTD Actual  | % Budget | % Over<br>Last Year |
|---|--------------------|-------------------|-------------|----------|---------------------|
| <b>Revenues &amp; Other Sources</b>               |                    |                   |             |          |                     |
| Passenger Fares                                   | 315,592            | 4,507,800         | 313,603     | 7.0%     | -0.6%               |
| Group Pass  | 109,881            | 2,030,500         | 126,480     | 6.2%     | 15.1%               |
| Advertising                                       | 21,500             | 264,000           | 22,000      | 8.3%     | 2.3%                |
| Special Service                                   | 178,098            | 735,700           | 98,924      | 13.4%    | -44.5%              |
| Miscellaneous                                     | 10,891             | 179,500           | 7,125       | 4.0%     | -34.6%              |
| Total Operating                                   | 635,962            | 7,717,500         | 568,132     | 7.4%     | -10.7%              |
| Payroll Tax (cash basis)                          | 844,823            | 23,327,600        | 1,124,526   | 4.8%     | 33.1%               |
| Self-employment Tax (cash basis)                  | 25,960             | 1,400,000         | -           | 0.0%     | -100.0%             |
| State-in-Lieu (accrued basis)                     | -                  | 1,400,000         | -           | 0.0%     | N/A                 |
| Operating Grants                                  | -                  | 4,226,500         | 354,745     | 8.4%     | N/A                 |
| Total Taxes & Grants                              | 870,783            | 30,354,100        | 1,479,271   | 4.9%     | 69.9%               |
| Interest Income                                   | 37,419             | 150,000           | 8,644       | 5.8%     | -76.9%              |
| Sale of Assets                                    | -                  | -                 | -           | N/A      | N/A                 |
| Transfer from Commuter Solutions Fund             | -                  | -                 | -           | N/A      | N/A                 |
| Total Revenues & Other Sources                    | 1,544,164          | 38,221,600        | 2,056,047   | 5.4%     | 33.1%               |
| <b>Expenditures &amp; Other Uses</b>              |                    |                   |             |          |                     |
| Personnel Services                                |                    |                   |             |          |                     |
| Administration                                    | 739,489            | 9,158,000         | 694,757     | 7.6%     | -6.0%               |
| Administration - Contra Payroll                   | (137,564)          | (1,634,500)       | (142,947)   | 8.7%     | 3.9%                |
| Administration - Net                              | 601,925            | 7,523,500         | 551,810     | 7.3%     | -8.3%               |
| Contract  | 1,516,035          | 18,911,800        | 1,536,235   | 8.1%     | 1.3%                |
| Total Personnel Services                          | 2,117,960          | 26,435,300        | 2,088,045   | 7.9%     | -1.4%               |
| Materials & Services                              |                    |                   |             |          |                     |
| General Administration                            | 24,880             | 177,800           | 26,604      | 15.0%    | 6.9%                |
| Government Relations                              | 36,515             | 125,800           | 40,630      | 32.3%    | 11.3%               |
| Finance   | 7,833              | 134,800           | 8,469       | 6.3%     | 8.1%                |
| Information Technologies                          | 126,379            | 570,900           | 239,979     | 42.0%    | 89.9%               |
| Human Resources                                   | 8,898              | 334,400           | 9,161       | 2.7%     | 3.0%                |
| Service Planning                                  | 1,037              | 10,000            | 2,870       | 28.7%    | 176.8%              |
| Marketing   | 19,479             | 309,900           | 67,112      | 21.7%    | 244.5%              |
| Graphics  | 1,709              | 14,600            | 957         | 6.6%     | -44.0%              |
| Accessible Services                               | -                  | 37,000            | 42          | 0.1%     | N/A                 |
| Planning & Development                            | 806                | 19,700            | 596         | 3.0%     | -26.1%              |
| point2point Solutions                             | -                  | -                 | -           | N/A      | N/A                 |
| Facilities Services                               | 67,411             | 854,500           | 59,901      | 7.0%     | -11.1%              |
| Transit Operations                                | 50,049             | 631,200           | 44,029      | 7.0%     | -12.0%              |
| Customer Service Center                           | 1,078              | 27,700            | 3,729       | 13.5%    | 245.9%              |
| Maintenance                                       | 426,873            | 3,437,300         | 310,899     | 9.0%     | -27.2%              |
| Insurance / Liability Costs                       | 52,715             | 1,267,600         | 132,036     | 10.4%    | 150.5%              |
| Transportation Options Transfer                   | 5,000              | 5,000             | 5,000       | 100.0%   | 0.0%                |
| Accessible Services Transfer                      | 14,337             | 1,900,000         | 228,932     | 12.0%    | 1496.8%             |
| Capital Transfer                                  | 146,000            | -                 | -           | N/A      | -100.0%             |
| Total Materials & Services                        | 990,999            | 9,858,200         | 1,180,946   | 12.0%    | 19.2%               |
| Total Expenditures & Other Uses                   | 3,108,959          | 36,293,500        | 3,268,991   | 9.0%     | 5.1%                |
| Excess (Deficiency) of Revenues Over Expenditures | (1,564,795)        | 1,928,100         | (1,212,944) |          | 22.5%               |
| Net to Fund                                       | (1,564,795)        | 1,928,100         | (1,212,944) |          | 22.5%               |



Lane Transit District  
General Fund  
Comparative Balance Sheets  
July 31, 2009 and June 30, 2009  
Unaudited

|  | Current<br>Balance    | Balance<br>06/30/09   |
|--|-----------------------|-----------------------|
| <b>ASSETS</b>  |                       |                       |
| Cash & Investments   | \$ 5,964,192          | \$ 7,990,388          |
| Receivables  | 2,127,646             | 1,537,183             |
| Accrued Payroll Taxes Receivable                                 | 4,826,000             | 4,826,000             |
| Due from Other Governments                                       | -                     | 440,207               |
| Inventory of Parts and Supplies                                  | 1,834,889             | 1,831,649             |
| Prepaid Expenses   | 638,862               | 706,623               |
| VRC Lease  | 2,083                 | 2,083                 |
| Property, Plant and Equipment<br>Net of Accumulated Depreciation | 92,451,905            | 92,451,905            |
| <b>Total Assets</b>  | <b>\$ 107,845,576</b> | <b>\$ 109,786,038</b> |
| <b>LIABILITIES</b>   |                       |                       |
| Accounts Payable   | \$ 140,547            | \$ 388,963            |
| Accrued Payroll Related Payable                                  | 342,138               | 1,005,824             |
| Unearned Revenue   | 256,133               | 61,892                |
| Liability Claims/Other Payable                                   | 580,081               | 589,737               |
| CAL/Sick Accrual   | 3,287,339             | 3,287,339             |
| Net OPEB Obligation  | 635,353               | 635,353               |
| <b>Total Liabilities</b>   | <b>5,241,591</b>      | <b>5,969,109</b>      |
| <b>FUND BALANCE</b>  |                       |                       |
| Investment in Fixed Assets                                       | 32,670,227            | 32,670,227            |
| Reserved for Long-Term Lease                                     | 2,083                 | 2,083                 |
| Contributed Capital  | 71,081,655            | 71,081,655            |
| <b>Fund Balance Restricted to Assets</b>                         | <b>103,753,965</b>    | <b>103,753,965</b>    |
| <b>Fund Balance</b>  | <b>62,964</b>         | <b>4,985,175</b>      |
| Excess (Deficiency) of Revenues Over Expenditures                | (1,212,944)           | (4,922,211)           |
| <b>Ending Fund Balance</b>                                       | <b>(1,149,980)</b>    | <b>62,964</b>         |
| <b>Total Reserves &amp; Fund Balances</b>                        | <b>102,603,985</b>    | <b>103,816,929</b>    |
| <b>Total Liabilities &amp; Fund Balance</b>                      | <b>\$ 107,845,576</b> | <b>\$ 109,786,038</b> |



Lane Transit District  
Transportation Options Fund  
Comparative Balance Sheets  
July 31, 2009 and June 30, 2009  
Unaudited

|   | Current<br>Balance | Balance<br>06/30/09 |
|---|--------------------|---------------------|
| <b>ASSETS</b>                                     |                    |                     |
| Cash & Equivalents                                | \$ 142,642         | \$ 211,768          |
| Receivables                                       | 70,100             | 55,100              |
| Prepaid Expenses                                  | 5,150              | -                   |
| <b>Total Assets</b>                               | <b>\$ 217,892</b>  | <b>\$ 266,868</b>   |
| <b>LIABILITIES</b>                                |                    |                     |
| Accounts Payable                                  | \$ 5,784           | \$ 11,991           |
| <b>Total Liabilities</b>                          | <b>5,784</b>       | <b>11,991</b>       |
| <b>RESERVES &amp; BALANCES</b>                    |                    |                     |
| Fund Balance                                      | 254,877            | 370,138             |
| Excess (Deficiency) of Revenues Over Expenditures | (42,770)           | (115,261)           |
| Ending Fund Balance                               | 212,107            | 254,877             |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 217,892</b>  | <b>\$ 266,868</b>   |





Lane Transit District  
Accessible Services Fund  
Comparative Balance Sheets  
July 31, 2009 and June 30, 2009 (Restated, As If)  
Unaudited

|   | Current<br>Balance | Balance<br>6/30/2009<br>Restated, As If |
|---|--------------------|---|
| <b>ASSETS</b>                                     |                    |   |
| Cash & Investments                                | \$ 198,024         | 235,555                                 |
| Receivables                                       | 3,358              | 75                                      |
| Grants Receivable                                 | 111,851            | 122,582                                 |
| <b>Total Assets</b>                               | <b>\$ 313,233</b>  | <b>358,212</b>                          |
| <b>LIABILITIES</b>                                |                    |   |
| Accounts Payable                                  | \$ 149,872         | 140,348                                 |
| Oakridge Program Reserves                         | 62,418             | 62,412                                  |
| <b>Total Liabilities</b>                          | <b>212,291</b>     | <b>202,760</b>                          |
| <b>RESERVES &amp; BALANCES</b>                    |                    |   |
| Fund Balance                                      | 155,452            | 104,712                                 |
| Excess (Deficiency) of Revenues Over Expenditures | (54,509)           | 50,740                                  |
| Ending Fund Balance                               | 100,943            | 155,452                                 |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 313,234</b>  | <b>358,212</b>                          |



Lane Transit District  
Medicaid Fund  
Comparative Balance Sheets  
July 31, 2009 and June 30, 2009 (Restated, As If)  
Unaudited

|   | Current<br>Balance | Balance<br>6/30/2009<br>Restated, As If |
|---|--------------------|---|
| <b>ASSETS</b>                                     |                    |   |
| Cash & Investments                                | \$ 199,316         | 378,351                                 |
| Receivables                                       | 264,853            | 255,368                                 |
| Grants Receivable                                 | -                  | -                                       |
| <b>Total Assets</b>                               | <b>\$ 464,169</b>  | <b>633,719</b>                          |
| <b>LIABILITIES</b>                                |                    |   |
| Accounts Payable                                  | \$ -               | 138,304                                 |
| Medicaid Medical Reserves                         | 343,007            | 347,948                                 |
| <b>Total Liabilities</b>                          | <b>343,007</b>     | <b>486,252</b>                          |
| <b>RESERVES &amp; BALANCES</b>                    |                    |   |
| Fund Balance                                      | 147,467            | 147,467                                 |
| Excess (Deficiency) of Revenues Over Expenditures | (26,305)           | -                                       |
| Ending Fund Balance                               | 121,162            | 147,467                                 |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b>\$ 464,169</b>  | <b>633,719</b>                          |



Lane Transit District  
Capital Projects Fund  
Comparative Balance Sheets  
July 31, 2009 and June 30, 2009  
Unaudited

|   | Current<br>Balance         | Balance<br>06/30/09        |
|---|----------------------------|----------------------------|
| <b>ASSETS</b>                                     |                            |                            |
| Cash & Investments                                | \$ 887,779                 | \$ 3,355,445               |
| Accounts Receivable                               | 86,328                     | 94,980                     |
| Grants Receivable                                 | <u>6,366,706</u>           | <u>4,289,718</u>           |
| <b>Total Assets</b>                               | <b><u>\$ 7,340,814</u></b> | <b><u>\$ 7,740,143</u></b> |
| <b>LIABILITIES</b>                                |                            |                            |
| Accounts Payable                                  | \$ 3,613,002               | \$ 2,488,506               |
| Retainage Payable                                 | 118,083                    | 131,082                    |
| Unearned Revenue                                  | <u>62,150</u>              | <u>62,150</u>              |
| <b>Total Liabilities</b>                          | <b><u>3,793,235</u></b>    | <b><u>2,681,738</u></b>    |
| <b>RESERVES &amp; BALANCES</b>                    |                            |                            |
| Fund Balance                                      | 5,058,406                  | 1,935,115                  |
| Excess (Deficiency) of Revenues Over Expenditures | <u>(1,510,827)</u>         | <u>3,123,291</u>           |
| Ending Fund Balance                               | <u>3,547,579</u>           | <u>5,058,406</u>           |
| <b>Total Liabilities &amp; Fund Balances</b>      | <b><u>\$ 7,340,814</u></b> | <b><u>\$ 7,740,144</u></b> |



Lane Transit District  
General Fund  
Schedule of Resources and Requirements  
For the Period 7/1/2009- 7/31/2009  
Unaudited

|   | Annual Budget     | Current Month    |                  |                  | Year to Date     |                  |                  |
|---|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|   |                   | Budget           | Actual           | Variance         | Budget           | Actual           | Variance         |
| <b>Resources</b>                        |                   |                  |                  |                  |                  |                  |                  |
| Beginning Working Capital               | 5,280,000         | 5,280,000        | 7,921,300        | 2,641,300        | 5,280,000        | 7,921,300        | 2,641,300        |
| Passenger Fares                         | 4,507,800         | 375,640          | 313,602          | (62,038)         | 375,640          | 313,602          | (62,038)         |
| Group Pass                              | 2,030,500         | 110,000          | 126,480          | 16,480           | 110,000          | 126,480          | 16,480           |
| Advertising                             | 264,000           | 22,000           | 22,000           | -                | 22,000           | 22,000           | -                |
| Special Service                         | 735,700           | 104,700          | 98,924           | (5,776)          | 104,700          | 98,924           | (5,776)          |
| Miscellaneous                           | 179,500           | 14,970           | 7,125            | (7,845)          | 14,970           | 7,125            | (7,845)          |
| Payroll Tax (cash basis)                | 23,327,600        | 855,600          | 1,124,526        | 268,926          | 855,600          | 1,124,526        | 268,926          |
| Self-employment Tax (cash basis)        | 1,400,000         | 28,000           | -                | (28,000)         | 28,000           | -                | (28,000)         |
| State-in-Lieu (accrual basis)           | 1,400,000         | -                | -                | -                | -                | -                | -                |
| Operating Grants                        | 4,226,500         | 352,210          | 354,745          | 2,535            | 352,210          | 354,745          | 2,535            |
| Interest Income                         | 150,000           | 12,500           | 8,645            | (3,855)          | 12,500           | 8,645            | (3,855)          |
| Proceeds From Sale of Assets            | -                 | -                | -                | -                | -                | -                | -                |
| Transfer from Commuter Solutions Fund   | -                 | -                | -                | -                | -                | -                | -                |
| <b>Total General Fund Resources</b>     | <b>43,501,600</b> | <b>7,155,620</b> | <b>9,977,347</b> | <b>2,821,727</b> | <b>7,155,620</b> | <b>9,977,347</b> | <b>2,821,727</b> |
| <b>Requirements</b>                     |                   |                  |                  |                  |                  |                  |                  |
| General Administration                  | 778,400           | 64,920           | 71,854           | (6,934)          | 64,920           | 71,854           | (6,934)          |
| Government Relations                    | 125,800           | 38,990           | 40,630           | (1,640)          | 38,990           | 40,630           | (1,640)          |
| Finance                                 | 1,075,300         | 92,430           | 81,512           | 10,918           | 92,430           | 81,512           | 10,918           |
| Information Technologies                | 1,156,100         | 96,370           | 283,218          | (186,848)        | 96,370           | 283,218          | (186,848)        |
| Human Resources                         | 990,600           | 82,600           | 58,985           | 23,615           | 82,600           | 58,985           | 23,615           |
| Service Planning                        | 571,300           | 47,140           | 48,438           | (1,298)          | 47,140           | 48,438           | (1,298)          |
| Marketing                               | 638,800           | 33,055           | 93,916           | (60,861)         | 33,055           | 93,916           | (60,861)         |
| Graphics                                | 140,800           | 10,650           | 12,953           | (2,303)          | 10,650           | 12,953           | (2,303)          |
| Accessible Services                     | 129,600           | 9,900            | 3,466            | 6,434            | 9,900            | 3,466            | 6,434            |
| Planning & Development                  | 268,500           | 22,410           | 10,952           | 11,458           | 22,410           | 10,952           | 11,458           |
| <i>point2point Solutions</i>            | -                 | -                | -                | -                | -                | -                | -                |
| Facilities Services                     | 1,433,500         | 119,550          | 98,130           | 21,420           | 119,550          | 98,130           | 21,420           |
| Transit Operations                      | 17,858,200        | 1,544,085        | 1,412,254        | 131,831          | 1,544,085        | 1,412,256        | 131,829          |
| Customer Service Center                 | 577,000           | 51,020           | 43,931           | 7,089            | 51,020           | 43,931           | 7,089            |
| Maintenance                             | 7,377,000         | 614,790          | 642,782          | (27,992)         | 614,790          | 642,782          | (27,992)         |
| Insurance / Liability Costs             | 1,267,600         | 105,650          | 132,036          | (26,386)         | 105,650          | 132,036          | (26,386)         |
| <b>Total Operating Requirements</b>     | <b>34,388,500</b> | <b>2,933,560</b> | <b>3,035,057</b> | <b>(101,497)</b> | <b>2,933,560</b> | <b>3,035,059</b> | <b>(101,499)</b> |
| Transportation Options Transfer         | 5,000             | 5,000            | 5,000            | -                | 5,000            | 5,000            | -                |
| Accessible Services Transfer            | 1,900,000         | 158,330          | 228,932          | (70,602)         | 158,330          | 228,932          | (70,602)         |
| Capital Projects Transfer               | -                 | -                | -                | -                | -                | -                | -                |
| Reserve-Operating Contingency           | 1,000,000         | -                | -                | -                | -                | -                | -                |
| Reserve-Self-insurance and Risk         | 1,000,000         | -                | -                | -                | -                | -                | -                |
| Reserve-Working Capital                 | 5,208,100         | -                | -                | -                | -                | -                | -                |
| <b>Total Non-Operating Requirements</b> | <b>9,113,100</b>  | <b>163,330</b>   | <b>233,932</b>   | <b>(70,602)</b>  | <b>163,330</b>   | <b>233,932</b>   | <b>(70,602)</b>  |
| <b>Total General Fund Requirements</b>  | <b>43,501,600</b> | <b>3,096,890</b> | <b>3,268,989</b> | <b>(172,099)</b> | <b>3,096,890</b> | <b>3,268,991</b> | <b>(172,101)</b> |
| <b>Resources Less Requirements</b>      | <b>-</b>          |                  |                  |                  | <b>4,058,730</b> | <b>6,708,356</b> |                  |



**Lane Transit District**  
**Transportation Options Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 7/1/2009 - 7/31/2009**  
**Unaudited**

|   | Adopted<br>Budget | YTD Actual     | Current Month<br>Actual | Percent of Year<br>Variance | 8.3%<br>YTD % of<br>Budget |
|---|-------------------|----------------|-------------------------|-----------------------------|----------------------------|
| <b>Revenues &amp; Other Sources</b>           |                   |                |                         |                             |                            |
| Federal Grants-Surface Transportation Program | 436,500           | -              | -                       | (436,500)                   | 0.0%                       |
| TDM Match - Other Local Jurisdictions         | 15,000            | 15,000         | 15,000                  | -                           | 100.0%                     |
| Business Energy Tax Credit (BETC)             | 60,000            | -              | -                       | (60,000)                    | 0.0%                       |
| Miscellaneous Income                          | -                 | -              | -                       | -                           |                            |
| Transfer from General Fund                    | 5,000             | 5,000          | 5,000                   | -                           | 100.0%                     |
| <b>Total Revenues</b>                         | <u>516,500</u>    | <u>20,000</u>  | <u>20,000</u>           | <u>(496,500)</u>            | <u>3.9%</u>                |
| <b>Expenditures &amp; Other Uses</b>          |                   |                |                         |                             |                            |
| Funded from Rideshare Program                 |                   |                |                         |                             |                            |
| Project Management                            | 184,200           | 53,550         | 53,550                  | 130,650                     | 29.1%                      |
| Special Projects                              | 71,200            | -              | -                       | 71,200                      | 0.0%                       |
| Research                                      | 18,000            | -              | -                       | 18,000                      | 0.0%                       |
| Carpool/Vanpool Program                       | 217,200           | 1,779          | 1,779                   | 215,421                     | 0.8%                       |
| Smart Ways to School Program                  | 71,200            | 7,429          | 7,429                   | 63,771                      | 10.4%                      |
| Emergency Ride Home Program                   | -                 | 13             | 13                      | (13)                        | N/A                        |
| Gateway Transportation Program                | -                 | -              | -                       | -                           | N/A                        |
| Park & Ride Program                           | -                 | -              | -                       | -                           | N/A                        |
| Group Pass Program                            | 121,500           | -              | -                       | 121,500                     | 0.0%                       |
| <b>Total Rideshare Program</b>                | <u>683,300</u>    | <u>62,770</u>  | <u>62,770</u>           | <u>620,530</u>              | <u>9.2%</u>                |
| Transfer to General Fund                      | -                 | -              | -                       | -                           | N/A                        |
| Contingency                                   | 138,400           | -              | -                       | 138,400                     | 0.0%                       |
| <b>Total Commuter Solutions Expenditures</b>  | <u>821,700</u>    | <u>62,770</u>  | <u>62,770</u>           | <u>758,930</u>              | <u>7.6%</u>                |
| <b>Unreserved Fund Balance</b>                |                   |                |                         |                             |                            |
| Change to Fund Balance                        | (305,200)         | (42,770)       |                         |                             |                            |
| Beginning Balance                             | 305,200           | 254,877        |                         |                             |                            |
| <b>Ending Balance</b>                         | <u>-</u>          | <u>212,107</u> |                         |                             |                            |



**Lane Transit District**  
**Accessible Services Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 7/1/2009 - 7/31/2009**  
**Unaudited**

Percent of Year **8.3%**

|  | Adopted<br>Budget | YTD Actual        | Current Month<br>Actual | Variance           | YTD % of<br>Budget |
|--|-------------------|-------------------|-------------------------|--------------------|--------------------|
| <b>Revenues &amp; Other Sources</b>          |                   |                   |                         |                    |                    |
| State Special Transp Funds - In District     | 381,800           | 22,770            | 22,770                  | (359,030)          | 6.0%               |
| State Special Transp Funds - Out of District | -                 | 5,760             | 5,760                   | 5,760              | NA                 |
| State Special Transp Funds - Administration  | -                 | -                 | -                       | -                  | NA                 |
| American Recovery & Reinvestment Act (ARRA)  | 17,600            | -                 | -                       | (17,600)           | 0.0%               |
| Federal Grants - 5310                        | 573,310           | -                 | -                       | (573,310)          | 0.0%               |
| Federal Grants - 5311                        | 259,000           | -                 | -                       | (259,000)          | 0.0%               |
| Federal Grants - 5316 JARC                   | 125,000           | 6,005             | 6,005                   | (118,995)          | 4.8%               |
| Federal Grants - 5317 New Freedom            | -                 | 910               | 910                     | 910                | NA                 |
| Other Federal Grants                         | 748,300           | -                 | -                       | (748,300)          | 0.0%               |
| Other State Grants                           | 57,100            | -                 | -                       | (57,100)           | 0.0%               |
| Business Energy Tax Credit Revenue           | 250,000           | -                 | -                       | (250,000)          | 0.0%               |
| Farebox                                      | 295,000           | 21,030            | 21,030                  | (273,970)          | 7.1%               |
| Local Grants                                 | 70,090            | 2,713             | 2,713                   | (67,377)           | 3.9%               |
| Miscellaneous                                | -                 | 200               | 200                     | 200                | NA                 |
| Transfer from General Fund                   | 1,900,000         | 228,932           | 228,932                 | (1,671,068)        | 12.0%              |
| Total Revenues                               | <u>4,677,200</u>  | <u>288,320</u>    | <u>288,320</u>          | <u>(4,388,880)</u> | 6.2%               |
| <b>Expenditures &amp; Other Uses</b>         |                   |                   |                         |                    |                    |
| Eugene-Springfield Based Services            |                   |                   |                         |                    |                    |
| ADA RideSource                               | 3,837,200         | 238,914           | 238,914                 | 3,598,286          | 6.2%               |
| Mental Health & Homeless                     | 68,600            | 4,085             | 4,085                   | 64,515             | 6.0%               |
| Travel Training & Host                       | 111,400           | 7,810             | 7,810                   | 103,590            | 7.0%               |
| Job Access/Reverse Commute (JARC)            | -                 | 7,489             | 7,489                   | (7,489)            | NA                 |
| Total Eugene-Springfield Based Services      | <u>4,017,200</u>  | <u>258,298</u>    | <u>258,298</u>          | <u>3,758,902</u>   | 6.4%               |
| Rural Lane County Services                   |                   |                   |                         |                    |                    |
| South Lane                                   | 178,200           | 34,351            | 34,351                  | 143,849            | 19.3%              |
| Florence                                     | 164,100           | 11,354            | 11,354                  | 152,746            | 6.9%               |
| Oakridge                                     | 194,000           | 12,856            | 12,856                  | 181,144            | 6.6%               |
| Total Rural Lane County Services             | <u>536,300</u>    | <u>58,561</u>     | <u>58,561</u>           | <u>477,739</u>     | 10.9%              |
| Lane County Coordination                     | 123,700           | 25,970            | 25,970                  | 97,730             | 21.0%              |
| Transfer to Capital Fund                     | 144,000           | -                 | -                       | 144,000            | 0.0%               |
| Contingency                                  | 384,100           | -                 | -                       | 384,100            | 0.0%               |
| Total Accessible Services Expenditures       | <u>5,205,300</u>  | <u>342,829</u>    | <u>342,829</u>          | <u>4,862,471</u>   | 6.6%               |
| <b>Unreserved Fund Balance</b>               |                   |                   |                         |                    |                    |
| Change to Fund Balance                       | (528,100)         | (54,509)          |                         |                    |                    |
| Beginning Balance                            | 528,100           | 155,451           |                         |                    |                    |
| Ending Balance                               | <u>\$ -</u>       | <u>\$ 100,942</u> |                         |                    |                    |



**Lane Transit District**  
**Medicaid Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 7/1/2009 - 7/31/2009**  
**Unaudited**

|  |                   |                 |                         | Percent of Year    | 8.3%               |
|--|-------------------|-----------------|-------------------------|--------------------|--------------------|
|  | Adopted<br>Budget | YTD Actual      | Current Month<br>Actual | Variance           | YTD % of<br>Budget |
| <b>Revenues &amp; Other Sources</b>                |                   |                 |                         |                    |                    |
| Medicaid   | 4,740,000         | 281,931         | 281,931                 | (4,458,069)        | 5.9%               |
| Medicaid Non-Medical                               | 400,300           | -               | -                       | (400,300)          | 0.0%               |
| State Special Transportation Fundn (STF) Operating | 124,000           | -               | -                       | (124,000)          | 0.0%               |
| State Discretionary Funds                          | 25,400            | -               | -                       | (25,400)           | 0.0%               |
| Total Revenues                                     | <u>5,289,700</u>  | <u>281,931</u>  | <u>281,931</u>          | <u>(5,007,769)</u> | 5.3%               |
| <b>Expenditures &amp; Other Uses</b>               |                   |                 |                         |                    |                    |
| Medicaid Medical Service                           | 4,000,000         | 248,123         | 248,123                 | 3,751,877          | 6.2%               |
| Medicaid Non-Medical Service                       | 549,700           | 23,722          | 23,722                  | 525,978            | 4.3%               |
| RideSource Call Center Administration              | 560,000           | 31,434          | 31,434                  | 528,566            | 5.6%               |
| Lane Transit District Administration               | 180,000           | 4,958           | 4,958                   | 175,042            | 2.8%               |
| Total Commuter Solutions Expenditures              | <u>5,289,700</u>  | <u>308,236</u>  | <u>308,236</u>          | <u>4,981,464</u>   | 5.8%               |
| <b>Unreserved Fund Balance</b>                     |                   |                 |                         |                    |                    |
| Change to Fund Balance                             | -                 | (26,305)        |                         |                    |                    |
| Beginning Balance                                  | <u>-</u>          | <u>-</u>        |                         |                    |                    |
| Ending Balance                                     | <u>-</u>          | <u>(26,305)</u> |                         |                    |                    |



**Lane Transit District**  
**Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 7/1/2009 - 7/31/2009**  
**Unaudited**

|   | Adopted<br>Budget | YTD Actual          | Current Month<br>Actual | Variance            | Percent of Year<br>8.3% | YTD % of<br>Budget |
|---|-------------------|---------------------|-------------------------|---------------------|-------------------------|--------------------|
| <b>Revenues &amp; Other Sources</b>         |                   |                     |                         |                     |                         |                    |
| Federal Grant Income                        |                   |                     |                         | -                   |                         | N/A                |
| Formula Funds (Section 5307)                | 3,421,000         | 17,873              | 17,873                  | (3,403,127)         |                         | 0.5%               |
| American Recovery & Reinvestment Act (ARRA) | 3,396,800         | 1,059,028           | 1,059,028               | (2,337,772)         |                         | 31.2%              |
| Discretionary Funds                         | 26,081,300        | 1,659,100           | 1,659,100               | (24,422,200)        |                         | 6.4%               |
| Other Funds                                 | 1,014,500         | 2,652               | 2,652                   | (1,011,848)         |                         | 0.3%               |
| Total Federal Grants                        | <u>33,913,600</u> | <u>2,738,653</u>    | <u>2,738,653</u>        | <u>(31,174,947)</u> |                         | 8.1%               |
| Connect Oregon                              | 3,117,800         | -                   | -                       | (3,117,800)         |                         | 0.0%               |
| Other State Grant Income                    | -                 | -                   | -                       | -                   |                         | N/A                |
| Other Local Funds                           | 82,000            | 25,834              | 25,834                  | (56,166)            |                         | 31.5%              |
| Miscellaneous Income                        | -                 | -                   | -                       | -                   |                         | N/A                |
| Transfer from Accessible Services Fund      | 144,000           | -                   | -                       | (144,000)           |                         | 0.0%               |
| <b>Total Resources</b>                      | <u>37,257,400</u> | <u>2,764,487</u>    | <u>2,764,487</u>        | <u>(34,492,913)</u> |                         | 7.4%               |
| <b>Expenditures</b>                         |                   |                     |                         |                     |                         |                    |
| Grant Paid Capital                          |                   |                     |                         |                     |                         |                    |
| EmX   |                   |                     |                         |                     |                         |                    |
| Gateway EmX Extension                       | 26,200,000        | 2,258,619           | 2,258,619               | 23,941,381          |                         | 8.6%               |
| EmX Vehicles                                | 5,200,000         | 1,241,057           | 1,241,057               | 3,958,943           |                         | 23.9%              |
| West Eugene EmX Extension                   | 500,000           | 97,572              | 97,572                  | 402,428             |                         | 19.5%              |
| Total EmX                                   | <u>31,900,000</u> | <u>3,597,248</u>    | <u>3,597,248</u>        | <u>28,302,752</u>   |                         | 11.3%              |
| Revenue Rolling Stock                       | -                 | -                   | -                       | -                   |                         | N/A                |
| PBI/Facilities                              | 6,311,300         | 88,420              | 88,420                  | 6,222,880           |                         | 1.4%               |
| Software & Hardware                         | 510,000           | 8,878               | 8,878                   | 501,122             |                         | 1.7%               |
| Intelligent Transportation Systems          | -                 | 8,937               | 8,937                   | (8,937)             |                         | N/A                |
| Transit Security Projects                   | 210,000           | -                   | -                       | 210,000             |                         | 0.0%               |
| Bus Related Equipment                       | 200,000           | -                   | -                       | 200,000             |                         | 0.0%               |
| Miscellaneous Equipment                     | 40,000            | -                   | -                       | 40,000              |                         | 0.0%               |
| Communications                              | 201,500           | 1,043               | 1,043                   | 200,457             |                         | 0.5%               |
| Shop Equipment                              | 25,000            | -                   | -                       | 25,000              |                         | 0.0%               |
| Support Vehicles                            | 50,000            | -                   | -                       | 50,000              |                         | 0.0%               |
| Accessible Services Vehicles                | 1,130,600         | 570,789             | 570,789                 | 559,811             |                         | 50.5%              |
| Budgeted for Capital Contingency            | 708,500           | -                   | -                       | 708,500             |                         | 0.0%               |
| <b>Total Expenditures</b>                   | <u>41,286,900</u> | <u>4,275,314</u>    | <u>4,275,314</u>        | <u>37,011,586</u>   |                         | 10.4%              |
| <b>Unreserved Fund Balance</b>              |                   |                     |                         |                     |                         |                    |
| Change to Fund Balance                      | (4,029,500)       | (1,510,827)         |                         |                     |                         |                    |
| Beginning Fund Balance                      | <u>4,029,500</u>  | <u>5,058,406</u>    |                         |                     |                         |                    |
| Ending Fund Balance                         | <u>-</u>          | <u>\$ 3,547,579</u> |                         |                     |                         |                    |



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