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Public notice was given to *The Register-Guard* for publication on April 15, 2010.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, April 21, 2010
5:30 p.m.**

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Evans _____ Dubick _____ Eyster _____ Gillespie _____
Kortge _____ Towery _____ Necker _____

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. Development and Coordination of LTD Vision Statement and Long-Range Transit Plan (30 minutes) 6
 - B. Legislative Update: April 7 Luncheon with Legislators (15 minutes) 7

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

VII. EMPLOYEE OF THE MONTH – May 2010 (5 minutes) 8

VIII. AUDIENCE PARTICIPATION

- ◆ Public Comment Note: This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.
- ◆ Citizens testifying are asked to limit testimony to three minutes.

IX. ITEMS FOR ACTION AT THIS MEETING

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| 2. | Minutes of the March 10, 2010, Special Board Meeting/Luncheon (Page 16) | |
| B. | Annual Route Review: FY 2010-11 Service Proposal (10 minutes) | 21 |
| C. | Fiscal Year 2010-2011 Pricing Plan and First Reading Amended Fare Ordinance No. 35, An Ordinance Setting Fares for Use of District Services (10 minutes)

<i>(Copies of Ordinance No. 35 are available at the Lane Transit District office in Glenwood.)</i> | 24 |
| D. | RideSource Request for Service and Boundary Review (15 minutes) | 29 |
| E. | LTD Support for City of Eugene's Urban Renewal Plan Amendment (10 minutes) | 31 |

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| b. | Metropolitan Policy Committee (April 8) | |
| 2. | Other Activities | |
| a. | Lane County Area Commission on Transportation (April 14) | |
| 3. | No Meeting/No Report | |
| a. | Lane Council of Governments Board of Directors | |
| b. | Board Human Resources Committee | |
| c. | EmX Steering Committee | |
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A. Approval FY 2010-11 Pricing Plan and Second Reading Amended Fare Ordinance (May)	
B. Long-Range Transit Plan (May)	
C. Franklin EmX and Gateway EmX Updates (May)	
D. Special Event Service Update (May)	
E. Budget Committee Meeting (May)	
F. FY 2009-10 Supplemental Budget (June)	
G. FY 2010-11 Budget Adoption (June)	
H. Election of Board Officers (June)	
I. Review Pension Funding Structure (June)	
J. RideSource Call Center Brokerage First Year Report (June)	
K. Joint Meeting with Lane County Board of Commissioners (November)	
L. West Eugene EmX Extension Updates (future meetings)	
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XIII. ADJOURNMENT	

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, 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).

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

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: April 21, 2010

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 spring and summer vacation dates.

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

PROPOSED MOTION: None

Q:\Reference\Board Packet\2010\04\Reg Meeting 4-21-2010\Calendar of Events Summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: DEVELOPMENT AND COORDINATION OF LTD VISION STATEMENT AND LONG-RANGE TRANSIT PLAN

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: None

BACKGROUND: Changes in the planning relationship among Eugene, Springfield, and Lane County, which were the result of House Bill 3337 approved in the 2007 Legislative Session, will soon lead to the adoption by each agency of individual transportation system plans (TSPs). The regional plan (TransPlan), adopted in 2001 by each of these agencies and LTD, will no longer be in effect. As a result, the transit element developed by LTD for TransPlan (policy set, project list, and performance measures) needs to be updated and recast to serve as a basis for the transit elements required in each of the individual TSPs.

LTD has received a grant from the Oregon Department of Transportation for the development of a long-range transit plan (LRTP) for the Eugene-Springfield area. This project supports LTD's efforts to understand existing and future demand for expanded use and improvement of the transit system as it relates to future growth in the region. Development of the LRTP will provide a formal basis for integrating future transit service and facility planning effectively with planned growth and development in the region.

Given its future focus, the development of the LRTP is directly related to current efforts to update the District's vision statement. Review and update of the vision statement is an essential first step to the development of the LRTP. Staff will provide an overview of the LRTP process and a status report on the current vision development efforts. A draft vision statement will be prepared for the Board's review at its May 19, 2010, meeting.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: LEGISLATIVE UPDATE: APRIL 7 LUNCHEON WITH LEGISLATORS

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

ACTION REQUESTED: None

BACKGROUND: Legislators are in the midst of campaign season. They are holding town hall meetings and going door-to-door within their districts. It is important that they are as prepared as possible to respond to any questions about LTD. A lunch meeting was held on April 7, and all of the incumbents were invited. Attending were Senators Floyd Prozanski and Chris Edwards and Representatives Paul Holvey, Nancy Nathanson, Phil Barnhart, and Terry Beyer. Candidate Lee Beyer, who has no opponent for his Senate seat, also was in attendance. In addition, Eugene Mayor Kitty Piercy and Eugene City Manager Jon Ruiz attended.

The agenda topics included LTD's budget, service reductions, Gateway EmX construction, and West Eugene EmX planning. There were many questions throughout the discussion, and legislators thanked LTD for making this opportunity available to them.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: MAY 2010 EMPLOYEE OF THE MONTH

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

BACKGROUND: **May 2010 Employee of the Month:** The May 2010 Employee of the Month is Bus Operator Jeff Hadden, who began working for LTD in December 2007. He has received the One-Year Safe Driving Award and several monthly value awards. In addition to having an excellent attendance record, Jeff is a transportation coordinator, and he serves on the LTD United Way Committee.

Jeff was nominated for Employee of the Month by a customer who said that Jeff went "way beyond excellent customer service." The customer was just getting ready to board the bus when she realized that she had left her keys in her vehicle. Even though this was the last scheduled run on this route, and Jeff could have overlooked the situation, he contacted his supervisor to receive permission to arrange to help the customer retrieve her keys, and take her back to her vehicle. The customer uses a wheelchair and had very few options at 8:00 in the evening. She states that Jeff was a real life-saver, and she really admires him for being so courteous and helpful during this challenging situation.

When asked to comment on Jeff's selection as the Employee of the Month, Transit Operations Supervisor Shawn Mercer said:

One of Jeff's career goals was to be selected as the Employee of the Month, and I was so excited to hear that he received the award. Jeff possesses a wonderful sense of humor, has a courteous nature, and an innate ability to find solutions to problems encountered by riders on the system.

Customers frequently send in compliments about Jeff expressing how kind and helpful he is, as well as stating that he is always in a good mood. Jeff has said in response that it's easy to be pleasant when you enjoy what you do. Jeff embraces LTD's four core values and practices them in his job every day.

Congratulations to Jeff on being selected as the May 2010 Employee of the Month.

AWARD: Jeff will attend the April 21, 2010, meeting to be introduced to the Board and receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

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 April 21, 2010:

Approval of the Minutes of the February 11, 2010, Special Board Meeting/Public Hearing
Approval of the Minutes of the March 10, 2010, Special Board Meeting/Luncheon

ATTACHMENTS: Minutes of the February 11, 2010, Special Board Meeting/Public Hearing
Minutes of the March 10, 2010, Special Board Meeting/Luncheon

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

LTD Resolution No. 2010-012: It is hereby resolved that the Consent Calendar for April 21, 2010, is approved as presented.

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING/PUBLIC HEARING ON FARES AND SERVICE

Thursday, February 11, 2010

Pursuant to notice given to *The Register-Guard* for publication on February 4, 2010, 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/public hearing on service proposals on Thursday, February 11, 2010, beginning at 5:30 p.m., in the Bascom-Tykeson Room of the Eugene Public Library, 100 West 10th Avenue, Eugene, Oregon.

Present: Mike Eyster, President
Greg Evans, Vice President
Dean Kortge, Secretary
Ed Necker, Treasurer
Doris Towery
Gary Gillespie
Mark Pangborn, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Michael Dubick

CALL TO ORDER/ROLL CALL: Mr. Eyster called the meeting to order at 5:30 p.m. and called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Eyster stated that it was important for the Board to hear from the public regarding the proposed service reductions. He said that LTD was not happy about reducing service and would prefer to be expanding service. The problem is that, as the economy has worsened, payroll taxes, which are the primary source of operating revenue for the District, have declined as businesses have closed or reduced the number of employees. The Board has an obligation to maintain the long-term financial stability of the District and needs to find ways to balance the budget. He affirmed that the District was fully aware that many of its riders were totally dependent on the bus to conduct their daily activities, and reductions in service would impose a great hardship on them. The Board's dilemma was balancing the need to ensure that the District could continue to provide services while trying to avoid, to the greatest extent possible, imposing a hardship on its riders.

ANNOUNCEMENTS AND ADDITIONAL TO THE AGENDA: None.

PUBLIC HEARING: ON 2010 ANNUAL ROUTE REVIEW: Director of Service Planning, Accessibility, and Marketing Andy Vobora explained that while service reductions were being proposed in three stages (June 2010, September 2010, and January 2011), the District was particularly interested in comments on the changes that would be implemented in June 2010. He emphasized that changes were not based exclusively on productivity of a route as the District had good productivity throughout the entire system. The criteria used to determine changes included the availability of alternative service along lower productivity routes. He used a series of slides to

illustrate fluctuations in payroll tax revenue and ridership growth. He provided an overview of budget cuts and pointed out that 83 percent of the District's revenue went toward operations. A \$6 million budget shortfall in Fiscal Year 2010-11 means that there has to be service reductions.

Mr. Vobora summarized the system-wide affects of the proposed reductions:

- Core routes would continue to operate seven days a week
- Span of service would remain intact
- Corridor service frequency would remain adequate during peak travel times
- Lower productivity service would be eliminated
- Loss of service in some neighborhoods would require a longer walk to get service
- Elimination of summer or mid-day service to some routes

Mr. Vobora explained the changes proposed for implementation in June 2010, and he listed the opportunities that would be available for customers to provide input and ask questions at upcoming open houses and public hearings. He encouraged people to inquire about their specific routes as changes might not be obvious in the informational materials. He noted that the #1 route was not being deleted.

Mr. Eyster stressed that the services changes were proposed, no decisions had been made yet, and comments from riders sometimes resulted in adjustments to proposed changes.

Mr. Eyster opened the public hearing on the service recommendations and explained the process for providing testimony.

Katherine Heer, Willamette Street, Eugene, said that she used the Breeze service constantly and was concerned that it was being eliminated. She added that it did appear that service would continue to be provided in some of the areas that she was concerned about.

K. C. Hanson, Timberline Drive, Eugene, described the variety of ridership on the #36B loop. He currently has to walk about two-thirds of a mile to catch the bus. If route #36B were eliminated, he would need to walk another mile and a half. He said that the loop served many students from elementary school through college level as well as faculty for Lane Community College and the University of Oregon. He works downtown, and being able to ride the bus has reduced his family's vehicles from two to one. Mr. Hanson stated that he would need to purchase another car if he were unable to ride the bus and that others in the neighborhood would likely have to do so as well. He said that a number of riders with disabilities were able to be self-sufficient because of bus service and that traveling the additional distance to catch the bus was not an option. He hoped that commuter-time routing could be an alternative to cutting the entire route.

Wendy Butler-Boyesen, City View, Eugene, observed that only school routes were being cut in the South Eugene area while elsewhere regular routes were being cut. She said that replacing the Breeze service with the #1 would not help people who had to get to work early in the morning. She added that elimination of some routes would increase RideSource usage, which would require additional budget balancing.

D. Maria, Pearl Street, Eugene, remarked that alternative transportation was important to those who were concerned with global warming and that it was essential for those who were elderly or poor. She expressed that she wanted to live downtown so that she could reduce her carbon footprint by walking or using buses for most of her trips. She added that many businesses encouraged employees to use alternative transportation by providing incentives, and she doubted

that those employment routes were being cut. She noted that LTD's mission included providing alternative transportation to benefit the planet and accessible transportation to those who need it, but asked what good her bus pass was if the bus stop was too far away for her to walk. She was able to walk to the Breeze route but not to EmX. She felt that service changes were made without consulting riders and that decisions seemed to follow the path of least resistance.

Leslie Nunez, Pearl Street, Eugene, spoke on behalf of riders who use mobility devices. She resides at YA-PO-AH Terrace, and in that neighborhood there is a high population of people who use wheelchairs, scooters, or walkers when riding the bus. She said that route #1 currently served the area once an hour, which meant that there were only two spaces each hour for mobility devices, and riders sometimes had to wait almost an hour at the downtown station. She added that the #66 bus service to the area was eliminated last fall in favor of the Shadow View Loop off of Coburg Road, which was served 23 times during the day. She asked if some of those trips could be routed to 3rd Avenue instead of 6th Avenue in order to serve her neighborhood better. She had been told that the changed routing of #12 could include a trip to 3rd Avenue and questioned why that option was not included in the proposed changes to #12.

Barbara Oliphant, Pearl Street, Eugene, echoed the comments of the two previous speakers. She urged the Board to think of the elderly when making service reductions. She stated that elderly people had spent many years working and did not want to become inactive; bus service gives them independence and allows them to be helpful to others through volunteer service.

Peggy Robinson, Pearl Street, Eugene, YA-PO-AH Terrace resident, pleaded for continuation of the Breeze as it is a service that is used frequently by her and other residents, many of whom are transit-dependent. She said that it was difficult for some residents to walk to the downtown station to access other buses. She uses the Breeze to get home from evening meetings and classes, and she would be concerned about walking home after dark in the downtown area if the Breeze were to be eliminated.

Norma LeBard, Pearl Street, Eugene, YA-PO-AH Terrace resident, said that friends and relatives visiting Eugene for the first time had always marveled at the City's fine public transportation system, but now it seems that service is disappearing, especially for residents with special mobility needs. She sold her car in 2001 and remained independent until she developed knee problems and required a walker. She rode the bus and then later enrolled in RideSource. She used RideSource for a while but the travel times became too long, leaving her in pain and exhausted. She said that elderly and disabled residents need to feel independent and transit is essential to maintaining that independence. When people are confined they become frustrated and depressed and are more susceptible to illness, which adds to health care costs. She urged the Board not to compound the problems of residents with mobility needs.

Len Clark, Pearl Street, Eugene, YA-PO-AH Terrace resident, stated that he is a frequent user of the Breeze and that the #28 bus service was not used as frequently. He asked the Board to reconsider eliminating the Breeze.

Sharon Montana, Pearl Street, Eugene, YA-PO-AH Terrace resident, said that she did not own a car, and her only transportation is the bus or taxis. She is unable to walk very far and would not be able to get to the downtown station. She added that there were over 200 units at YA-PO-AH Terrace, and few residents have cars.

Marlika O'Connell, Charnelton Street, Eugene, informed the Board that she is a frequent Breeze rider and noted that the service provides access for a diverse population to access other parts of the communities for shopping, entertainment, and other activities. She asked the Board to consider other budget cuts, such as reducing employee hours, instead of eliminating service. She observed that public transportation in other countries was much better. Transit is necessary to people who could or did not drive, and people should not have to wait long periods to ride the bus. She added that the Breeze is a convenient and efficient service and should be preserved.

Paul Broderick, Jefferson Street, Eugene, said that he rides the #25 to church every Sunday. He hoped that no service would have to be cut as every route was important to the riders who needed it. He is disabled and unable to drive; transit is essential to his independence.

Marion Walter, Orchard Street, Eugene, relayed that she has been a bus rider for 32 years, never having driven. She said that cuts to the #27 would rob her of her independence, but realized that cuts would affect those who used the bus to get to work even more. She asked if LTD had considered the impacts of service cuts, such as increased traffic, parking demands, and an increased need for RideSource. She added that taxi service was expensive and unreliable. She encouraged the Board to consider other sources of revenue like contributions from Phil Knight or other large companies.

Josephine Co, West 15th Avenue, Eugene, remarked that she had ridden the bus for 27 years and thanked LTD for the availability of transit services. She said that transit access was a factor when she looked for housing because she did not own a car by choice. She spoke for the students, working class people, and those with disabilities who rode the #76 bus with her by proposing to restore some of the #30 service hours if route #76 service were going to be limited.

Emma Lou Scherf, Peppertree Drive, Eugene, stated that she is a frequent bus rider and is concerned about the elimination of the #30 bus. She suggested a cooperative effort among LTD, local schools, and employers. She also is concerned about people who rely on the Breeze, and she did not understand why a service that was so heavily used was being discontinued.

Mr. Vobora explained that the #30 service was being recombined so that there would be service on West 11th Avenue with the #41 and #43. Also, #36 was being rerouted to cover part of the #30 route further out.

Walter Rodriguez, no address given, thanked LTD administrative employees for taking a pay freeze, but said that LTD drivers had received a pay increase under the union contract. He blamed the union for budget problems and urged people in the audience to confront union leaders for the reduction of service.

Misha Seymour, Lincoln Street, Eugene, asserted that there were no working people in the audience because of the time of the meeting. He believed that there was no need for any service reductions at all since service had been cut by 20 percent three years ago. If the District really needed money, administrative staff should cut their salaries by 50 percent. He said that PeaceHealth employees only paid \$7.00 per month to ride the bus and he had to pay \$45.00 per month. He suggested that there used to be a nice feeling on the bus, but now it was mean.

Mr. Vobora related that there had been a service reduction of slightly less than 9 percent in 2002 and a 4 percent reduction in 2004; since 2004 some service had been restored until 2009 when there was a 2.7 percent reduction.

Mel Barnes, C Street, Springfield, asked if the District had any prospects for receiving additional federal funding.

Mr. Eyster commented that the District was in a similar position last year with anticipated cuts of about 15 percent; federal funds from the American Recovery and Reinvestment Act (ARRA) provided one-time funding that helped reduce service cuts to about 3 percent. He said that Congress was working on a jobs bill and that the District had asked Oregon's congressional delegation to consider transit in that legislation. He reiterated that the federal government had been generous with capital funds, but transit districts needed help with operating expenses.

Rhodec Erickson, Nixon Street, Eugene, a #27 rider, is concerned with disruption of the Breeze service and changes to #66 and #67 and followed by saying that the #25 was useful in getting to the new shopping center on Willamette Street.

Patrice Dotson, West 15th Avenue, Eugene, applauded LTD bus drivers for their customer service. She uses a walker and has found LTD drivers to be extremely considerate and helpful to disabled passengers. She asked what percentage of riders rode the bus for free. She said that if the District needed more revenue she would be willing to pay for service and felt others who rode at no cost would also be willing, if that would help the budget.

Mr. Vobora explained that fares for students and employees who participated in group pass programs were paid for by the schools and businesses. He said that those agreements produced a significant amount of revenue, and the people using those passes were not riding at no cost. He further explained that seniors were previously identified at 62 years of age and above; that was changed to 65 and above and now the only free riders were five years and under or 65 and above. He said that the District chose not to charge a fare for seniors to encourage them to use the bus instead of switching to RideSource, which was very costly. He estimated that if a fare were charged to seniors, it would result in around \$90,000 annually in revenue; the budget shortfall was \$6 million.

Katherine Heer (spoke earlier) asked if the District would consider the frequency of service or number of stops on the Breeze, instead of entirely eliminating the service. She currently rode for free but would be willing to pay if that would help.

Mr. Vobora said that retaining any of the Breeze service would mean finding more cuts elsewhere in the system.

Sharon Montana (spoke earlier) said that she rode for free but was willing to pay a \$2.00 fare as that was better than spending \$9.00 on a taxi.

Mr. Pangborn reiterated that the District established the "honored rider" program because it heard from seniors that it would be a great benefit to them; charging seniors to ride the bus, which by law was half of the regular fare, would not address the District's budget problems.

Marlika O'Connell (spoke earlier) suggested reaching out to people throughout the community to help support LTD in order to avoid cutting services.

Mr. Pangborn remarked that transit districts across the country were experiencing the same budget problems and revenue shortfalls were ongoing, not one-time issues.

Mr. Evans said that transit service was better in other countries because those countries made a commitment to public transportation many years ago. Funding for transit was a national problem, and no district wanted to be faced with cutting service.

Mr. Vobora clarified some of the issues raised during testimony. He said that the District was meeting with elected officials from Eugene, Springfield, and Lane County as part of its commitment to community involvement. He said that South Eugene also would experience service reductions, including #73 and #25. He encouraged people to be aware of the recombining of routes that would fill some of the gaps.

Kevin Clark, no address given, said that he would be willing to pay an additional \$.05 in gas tax to support transit. He volunteers at YA-PO-AH Terrace and sees how active and proud the residents are. Most did not own cars, and transit service was essential to their independence. He said that it would be difficult for most residents to walk any distance to access transportation and hoped that there was a way to maintain their use of buses.

Sharon Montana (spoke earlier) said that she would be willing to pay half fare, or even full fare, to ride the bus instead of paying much more to use a taxi.

Mr. Eyster thanked everyone who attended the meeting and those who spoke to the Board. He closed the public hearing.

ADJOURNMENT: The meeting was adjourned at 6:55 p.m.

Board Secretary

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

Wednesday, March 10, 2010

Pursuant to notice given to *The Register-Guard* for publication on March 4, 2010, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a Board luncheon on Wednesday, March 10, 2010, beginning at 11:30 a.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present:

Board

Mike Eyster, President
Greg Evans, Vice President
Dean Kortge, Secretary
Ed Necker, Treasurer
Doris Towery
Mike Dubick
Gary Gillespie

Budget Committee:

Jon Hinds
Donald Nordin
Edward Gerdes
Warren Wong
Dwight Collins
Peter Davidson

Staff

Mark Pangborn, General Manager
Stefano Viggiano, Assistant General Manager
Diane Hellekson, Director of Finance
Mary Adams, Director of Human Resources and Risk Management
George Trauger, Director of Maintenance
Tom Schwetz, Director of Planning and Development
Andy Vobora, Director of Service Planning, Accessibility, and Marketing
Steve Parrott, Information Technology Manager
Charlie Simmons, Facilities Services Manager
Jeanne Schapper, Administrative Services Manager/Clerk of the Board (Recording Secretary)
Todd Lipkin, Financial Services Manager
Carol James, Chief Accountant/Internal Auditor

CALL TO ORDER AND WELCOME: Board President Mike Eyster called the meeting to order at 11:45 a.m.

Mr. Eyster welcomed Board members, Budget Committee members, Amalgamated Transit Union (ATU) President Jon Hunt, ATU Representative Brian Pasquali, and LTD staff. He then explained that one of the purposes of this special Board meeting was to discuss the pending service reductions and the effect of those reductions on the public. Mr. Eyster indicated that input from the Budget Committee members would be vital as the details of the pending service reductions were being finalized.

Mr. Eyster stated that all of those involved with LTD need to continue to provide for the present as well as keep looking into the future of transit in this community, while preserving the financial integrity of the District.

Mr. Pangborn reviewed the agenda.

LONG-RANGE FINANCIAL PLAN ASSUMPTIONS: Director of Finance and Information Technology Diane Hellekson recalled the December 7, 2010, strategic planning session when the

Board, Budget Committee members, and LTD staff came together to discuss where the District was with the payroll tax and what that meant to the current budget as well as the budget assumptions for the Long-Range Financial Plan (LRFP). As a result of that discussion, there were a number of assumptions made and direction given to staff.

Ms. Hellekson then explained in detail how the current year-to-date results support the assumptions proposed at the December 7 meeting. She referred the attendees to the detailed information in the packet while she summarized the \$6.5 million deficit that the District would be facing for the next three fiscal years if corrective action is not taken.

Ms. Hellekson went on to describe the reduction measures that the District is proposing to implement in order to confront the challenges caused by the impending deficit.

In addition to the proposed 20 percent service reduction, the personnel service cost-saving measures include:

- Another year of an administrative salary freeze and limits on merit increases.
- Administrative employees at or below grade 17 on the salary scale will take six unpaid days made up of four previously paid holidays and two furlough days.
- Administrative employees above grade 17 will take the same six unpaid days plus two additional furlough days.
- The currently vacant transit services manager position will not be filled and the position will not be budgeted for in the near future.
- The assistant general manager position will remain vacant and unfunded when the incumbent leaves in Summer 2010.
- A Customer Service Center (CSC) representative position will be eliminated, and CSC coverage will be reduced by one hour each weekday.
- An equipment detail technician position in the Maintenance Department will be eliminated.
- Materials and services expenditures will continue to be restricted.

The service reduction plus these measures are expected to reduce expenditures by an annualized \$3 million.

Mr. Pangborn also discussed some additional funding possibilities and relayed that even with an unexpected windfall, the service and personnel cuts are imminent due to the remaining \$3.5 million deficit in the 2012-13 fiscal year.

There was some discussion around the retirement incentive packages being offered to drivers and the staff at the customer service center. To reduce the number of employees facing layoffs, the District is offering retirement incentive packages to those that are of retirement age, thereby potentially reducing the number of layoffs.

After several questions regarding the personnel cost-saving measures, it was concluded that they are temporary measures, and once the District is financially stable, those measures will be added back at a rate of approximately 5-½ percent, as is shown in the LRFP assumptions.

Ms. Hellekson added that there is a proposal to eliminate service on four holidays: New Year's Day, Memorial Day, Fourth of July, and Labor Day. The District currently provides Sunday service on these holidays, and they are historically low ridership days. There also is a proposal to change the service on the day after Thanksgiving to Saturday service. These measures would help to save about \$75,000, and not contracting with RideSource on those days saves an additional \$10,000 – \$12,000.

When Ms. Hellekson asked the Board and Budget Committee members for their input and/or questions regarding the LRFP, Budget Committee member Warren Wong asked what the District planned to do regarding funding the underfunded liability in the retirement programs. Ms. Hellekson stated that the District is aware of the issue and is making progress to have the plans 100 percent funded in 20 years. Mr. Wong cautioned that once an agency's plans become too underfunded, it is a very difficult trend to reverse. He then added that the assumed rate of returns in the LRFP seem far too high based on what the market is actually doing. He advised the District to monitor the plans very closely, and whenever there is an opportunity to put more money in, to do so. Mr. Kortge replied that at the pension trust meeting that is coming up, the Committee plans to take a really thorough look at the issue.

In response to a question from Mr. Gillespie regarding the inflation projections of diesel, Ms. Hellekson reported that the current year assumptions worked out perfectly due to the purchase of a large amount of fuel at a low cost that has been stored in a fuel tank in Coos Bay. Due to that planning, the cost of diesel for the current fiscal year should not rise above \$2.00 per gallon. Because this was found to be such an effective tool for reducing the cost of diesel, Ms. Hellekson hopes that the District is able to use this process again when there is another dip in the fuel market prices.

SERVICE DISCUSSION - PRODUCTIVITY VS. COVERAGE: Director of Service Planning, Accessibility, and Marketing Andy Vobora referred to the article in the packet by Jarrett Walker: *Purpose-Driven Public Transport: Creating a Clear Conversation about Public Transport Goals*. He asked that the Board use the concepts in the article as a framework that could help define service changes that would occur following this year's reductions.

Mr. Vobora summarized the article by explaining the difference between coverage centric planning and productivity centric planning. The productivity side of the scale centers on financial return, efficiency, vehicle trip reduction, frequent service on major corridors, and reduction of greenhouse gas emissions. An example is the EmX, which is centered on the productivity side of the scale.

The coverage side of the scale is one in which availability of service is met regardless of ridership numbers. This is based on geographic equity with some service in all areas of town.

When the District's system was analyzed by Jarrett Walker in the late 1990s, the Board chose to allocate service hours as 75 percent productivity service and 25 percent coverage service. Mr. Vobora recently contacted Paul Zvonkovic of PZ Consulting and former LTD service planning manager, and asked him to analyze where the District is today. This report should be done around the end of the month. Once the analysis is complete, it will give the District some guidance when it is involved in restructuring the service again in 2012.

Mr. Vobora reviewed several maps that depicted LTD service. He then broke down several troublesome routes and asked for Board input.

Route 19 has low ridership with about 39 daily boardings, which equates to a relatively high cost per trip – about \$17 per trip in contrast to the system average, which is \$2.90 per trip. The actual cost per trip is approaching how much it costs to provide a RideSource trip, which is \$23. This route was slated to be eliminated in 2010; however, at a Board member's earlier request to save this route, the planners have come up with some alternatives.

Mr. Vobora then broke down the two options that combine other routes to pick up some customers that normally ride Route 19. The new options are informally being referred to as *The Commuter* and *The Lifeline* services. Service Planning Manager Will Mueller discussed the pros and cons of the two different options for this route, and it was found that both options were fairly expensive and inefficient. The staff's recommendation is to eliminate this route.

Ms. Towery expressed her concerns about the elimination of Route 19 by stating that there is a high density of low-income community members and people with disabilities that would not be served if this route were eliminated. The service in that area is instrumental to connecting these people to the community.

Mr. Gillespie commented that any service reduction has a substantially higher impact on customers with disabilities. Having to walk an extra two blocks to catch a bus creates a major dilemma for those with physical needs or limitations.

Ms. Towery indicated that she appreciated the thorough explanation of how difficult it would be to find an alternative for Route 19 and why it was up for elimination. She will use these details to help her as she is out in the community answering questions about LTD. She hopes that this information can be sufficiently relayed to the public.

Mr. Pangborn reiterated to the Board that if it decides to go with this revised Route 19, the route may be up for elimination again in 2011-12 when the District will have to again make substantial cuts to service. He would like the Board to continue to look at the big picture of the entire community's needs while making the decision on Route 19.

Mr. Evans asked if there was a way for the District to work with the local taxi companies to subsidize some of the trips that will be deleted with the service reductions. Mr. Vobora relayed that Point2point Solutions is in the process of looking into receiving extra funds from the State that are available for targeted outreach, such as carpooling and other alternative modes of transportation. Staff would then go into the neighborhoods where service is eliminated and offer these alternatives. He also explained that RideSource has some options available, such as RideSource Shopper Services that could go into the areas and offer this option to those eligible.

The Board decided to wait to give direction to staff regarding Route 19 until the March 17, 2010, regular Board meeting.

Mr. Vobora went on to discuss Route 36B. During public testimony there were some requests to keep service at the Wilshire Drive and Warren Street loop. In order to do that, the District could extend Route 76 to go two ways on Oak Patch Road, which also would address some issues on Oak Patch. This extension would cost only about \$1.59 per trip, which is an attractive alternative. Staff also recommended a routing change to serve Bailey Hill Road with Route 78, which only runs during the school year. Under this proposal, the route would go up and down Bailey Hill to provide two-way service.

After a brief discussion regarding the change of service on the five holidays mentioned above, Mr. Eyster asked if changing the service on the day after Thanksgiving to Saturday service might upset the taxpayers. Mr. Pangborn stated that about 20,000 people normally ride the bus on that day, while a normal Saturday carries about 18,000. Also, the span of service will remain the same – beginning and ending at the same times as a normal Friday.

ITEMS FOR INFORMATION: Mr. Dubick asked the Board to consider an idea that he had for a new revenue stream. Due to the predicament that Eugene, Springfield, and Lane County are finding themselves in concerning issues with funding infrastructure and transportation, Mr. Dubick proposed starting a collaborative county-wide transportation levy. He stated that it is very difficult for any one entity to find additional money for each individual issue, but if they joined forces and passed a levy for transportation needs, each entity would receive funds based on certain criteria. The criteria would be based on each entity's needs, such as the City of Eugene's need for downtown parking funds, the City of Springfield's need for road funds; and the County's need for public safety.

Mr. Kortge was concerned about the distribution of the funds, such as how much would go to the relatively small community of Lowell versus the larger City of Eugene. He then added that it is a very creative idea, but he was concerned about the amount of staff time that it would consume.

Mr. Gillespie added that perhaps the state legislators would be better suited to pursue something such as this levy.

Mr. Wong said that adding a levy to property taxes would be very difficult due to the fact that there are many areas in Lane County that are already close to the 10 percent cap. Mr. Wong wondered if there was some sort of forum where this idea could be presented. Mr. Eyster asked if the new Area Commission on Transportation (ACT) could take it on: Mr. Pangborn thought that would be a good start.

Mr. Evans asked if there could be an added fee to vehicle registrations to raise funds for local transit: Mr. Wong responded that there is a strict limit on those funds and that the money would have to go to transportation, not transit.

Along the subject of adding revenue to the District, Budget Committee member Don Nordin asked if providing service to Florence would generate more revenue to the system than it would cost to provide the service. He thought that by increasing the District's boundary service to the west, LTD could also increase its payroll tax income from the community of Florence and its surrounding areas. Mr. Pangborn responded that the City of Florence has resisted their businesses and citizens having to pay the added payroll tax and self-employment tax for bus service to and from Eugene.

ADJOURNMENT: There was no further discussion, and Mr. Eyster adjourned the meeting at 1:43 p.m.

Board Secretary

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AGENDA ITEM SUMMARY

- DATE OF MEETING:** April 21, 2010
- ITEM TITLE:** ANNUAL ROUTE REVIEW: FY 2010-11 SERVICE PROPOSAL
- PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing
- ACTION REQUESTED:** Adopt the FY 2010-11 Service Package
- BACKGROUND:** During the past four months, the Board has received information and public testimony on proposed service changes as part of the 2010 Annual Route Review. The service package has been amended based on the public comment and Board direction received, and on staff analysis.
- The recommended service package includes a reduction in bus service hours of 19.3 percent. Restructuring of service includes cuts to neighborhood segments, combining routing along common travel corridors, frequency changes, changes to service by day type, and minor additions to routes. The net change in service hours will be 11.98 percent, which accounts for the additional service provided by Gateway EmX scheduled to begin in January 2011. Funding for EmX expansion is included in the Long-Range Financial plan.
- RESULTS OF RECOMMENDED ACTION:** Service changes will be phased in over the coming fiscal year. The first service reduction will occur in June 2010, followed by changes in September 2010, and January 2011. One small change in Route 81 frequency will occur in June 2011.
- ATTACHMENTS:** Annual Route Review 2010 Service Change Summary for FY 2010-11 Public Comment Received Since April 12 Public Hearing
- NOTE:** The list of public comments received since the April 12 public hearing is included as an Addendum to the LTD Board packet for Board members only. Others interested in obtaining a copy of the complete packet of public testimony may contact LTD.
- PROPOSED MOTION:** I move the following resolution:
- LTD Resolution No. 2010-013: It is hereby resolved that the LTD Board of Directors approves the FY 2010-11 service recommendations, resulting in a net reduction in service hours of 11.98 percent, as presented on April 21, 2010, and as shown on the FY 2010-11 Annual Route Review Service Change Summary.

**ALTERNATE
PROPOSED MOTION:**

I move the following resolution:

LTD Resolution No. 2010-014: It is hereby resolved that the LTD Board of Directors approves the FY 2010-11 service recommendations as amended at the April 21, 2010, Board meeting

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Annual Route Review 2010 -- Service Change Summary for FY 10-11

Route	Route Name or Description of Change	Change in Daily Weekday Hours	Change in Daily Saturday Hours	Change in Daily Sunday Hours	Total Change Annual Hours	Percent Increase or Decrease	Cumulative % Change	Summer	Comments
Deleted Routes									
00	Breeze	-13,392	0	0	-13,392	-4.73%	-4.73%	S	covered by #1 & #66/#67 changes
3x	River Road Station	-854	0	0	-854	-0.30%	-5.03%	S	
8x	Thurston Station	-478	0	0	-478	-0.17%	-5.20%	S	
400 series	Four school service routes; 422, 426, 435, 451	-1,117	0	0	-1,117	-0.39%	-5.59%	S	
25	Amazon	-4,939	-710	-705	-6,354	-2.24%	-7.83%	F	covered by #24 & #28 changes
30	Bertelsen	-7,988	-1,257	-1,009	-10,254	-3.62%	-11.45%	F	most covered by #36/#43 changes
60	Cal Young	-843	0	0	-843	-0.30%	-11.75%	S	
Routes with Major Changes									
12	Ends in Gateway area (Gateway Loop/Postal Way turnaround)	-10,688	-1,145	-443	-12,276	-4.33%	-16.08%	2011	covered by new #18 routing
13	No connection between Springfield Station & Mohawk area	-3,048	-288	-33	-3,369	-1.19%	-17.27%	2011	covered by new #18 routing
18	Route redesigned as part of new Springfield connector service.	-3,524	---	---	-3,524	-1.24%	-18.51%	2011	
19	Route redesigned as part of new Springfield connector service.	-1,421	---	---	-1,421	-0.50%	-19.01%	2011	
27	Delete midday trips and all Saturday trips	-780	-371	---	-1,151	-0.41%	-19.42%	S	
36	Delete service to Wilshire/Warren loop ***	0***	0***	0***	0***	0.00%	0.00%	F	*** part of W. Eugene redesign ***
52	Delete seven midday trips. Remaining trips between 8:45 a.m. to 2:15 p.m. changed to :00 departure times. Delete weekend early AM trips and Sat 7 p.m. trip.	-1,656	-121	-23	-1,800	-0.64%	-20.06%	F	
55	Delete Hunsaker Lp/ add trips instead of laying over; delete Sat	-1,013	-538	---	-1,551	-0.55%	-20.60%	S	
66	Combined Breeze/66 routing	1,968	---	---	1,968	0.69%	-19.91%	S	
67	Combined Breeze/67 routing. Trips added and deleted	-422	---	---	-422	-0.15%	-20.06%	S	
73	Drop weekday midday, evening and weekend trips	-2,392	-891	-685	-3,968	-1.40%	-21.46%	F	
76	Routing to Oak Patch & Warren/ Wilshire lp; hourly 9am - 2pm *	761	---	---	761	0.27%	-21.19%	F	
81	Summer frequency reduced from 30 to 60-minute frequency	-684	---	---	-684	-0.24%	-21.43%	2011S	
		---	---	---	0	0.00%	-21.43%		
EmX	Evening & Sunday frequency reduction	-5,048	---	---	-5,048	-1.78%	-23.21%	2011	Tier 2 Reduction moved up
Added Service									
11	Increase to match 15-min. EmX service evenings & weekend **	128	819	644	1,591	0.56%	-22.65%	2011	
17/18	New redesigned Springfield connector service	8,160	1,456	1,344	10,960	3.87%	-18.78%	2011	
24	Added trips on Saturday and Sunday	---	477	124	601	0.21%	-18.57%	F	
28	Add Saturday and Sunday Service to replace route 25; discontinue 6:02 & 6:23 and 9:45 and 10:45 p.m. Wkdy and Saturday trips	332	787	700	1,819	0.64%	-17.93%	F	
36	Combined 30/36 routes for W 18th Ave	1,554	173	53	1,780	0.63%	-17.30%	F	
41	Added evening service	142	43	0	185	0.07%	-17.24%	F	
43	Added evening service	705	145	48	898	0.32%	-16.92%	F	
	Contingency	???	0	0	0	0.00%	-16.92%		
Misc. trips to delete									
32	Drop one AM and one PM trips	-370	---	---	-370	-0.13%	-17.05%	S	
33	Delete two late evening trips	-256	---	---	-256	-0.09%	-17.14%	F	
76	Cancel seven trips (for 30-minute frequency) in summer	-458	---	---	-458	0.00%	-17.14%	2011S	Accounted for on this row. *
78	Drop two OB and two IB trips; routing to Seneca Station	-230	---	---	-230	-0.08%	-17.22%	F	
92	Delete 5:20 a.m. outbound & 7:55 a.m. inbound trips	-476	---	---	-476	-0.17%	-17.39%	F	
95	6:00 a.m. & 5:15 p.m. trips deleted; 6:30 a.m. and 5:45 p.m. departures changed to 6:15 a.m. and 5:38 p.m.	-657	---	---	-657	-0.23%	-17.62%	S	
96	11:35 a.m. trip deleted	-149	---	---	-149	-0.05%	-17.67%	S	
Routes with Minor Changes									
1	Minor routing change to cover part of former Breeze route.	0	0	0	0	0.00%	-17.67%	F	
11	Go from 15 to 20 minute frequency between 0900 & 1030	-510	0	0	-510	0.00%	-17.67%	2011	Accounted for on this row. **
11	Go from 10 to 20-minute frequency between 1750 & 1830	-510	0	0	-510	0.00%	-17.67%	2011	Accounted for on this row. **
51	Deleted six weekday :00 departure trips between 8:30 a.m. to 2:30 p.m. Deleted school trips, arrivals changed with switcheroo removal. Nine trips given added time.	-3,073	0	0	-3,073	-1.08%	-18.76%	F	
System-wide changes									
misc.	No service on New Year's Day, Memorial Day, Independence Day & Labor Day -- Saturday service on the day after Thanksgiving	0	0	0	-1,642	-0.58%	-19.34%		Tier 2 Reduction moved up
misc.	Adjustments (sum of minor adjustments made to original proposal)	0	0	0	0	0.00%	-19.34%		
		-53,226	-1,421	15	-53,153	TOTAL	-19.34%		

AGENDA ITEM SUMMARY

- DATE OF MEETING:** April 21, 2010
- ITEM TITLE:** FISCAL YEAR 2010-11 PRICING PLAN AND FIRST READING AMENDED FARE ORDINANCE No. 35
- PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing
- ACTION REQUESTED:** Conduct the first reading of LTD Ordinance No. 35
- BACKGROUND:**
- The District's fares are priced according to an adopted fare policy. This policy outlines structured fare increases by rotating price increases between fare types on an annual basis. This methodology has served the District well since the Board adopted the fare policy in the mid-1980s.
- The majority of fare changes are implemented by ordinance. The first such ordinance, Ordinance No. 35, was adopted in June 1992. This will be the seventeenth amendment to Ordinance No. 35.
- In an effort to increase fare revenue for Fiscal Year 2010-11, staff recommend an increase in the monthly pass prices. Adult monthly pass prices increased from \$38 to \$45 in 2008 when all LTD fares were adjusted in one year. In an effort to re-establish a rotation of fare increases and keep the rate of increases smaller, no changes in pricing (other than group pass rates) were made in 2009. By raising monthly pass prices in 2010, LTD will be back on track to evaluate an increase in cash fares in 2011, followed by no changes in 2012. Past use of rotating fare increases has allowed LTD fares to be changed incrementally, thereby reducing the economic effect on riders.
- The following fare changes are recommended:
- Increase pass prices:
 - Adult monthly: From \$45.00 to \$48.00
 - Youth and Half-Fare Program monthly: From \$22.50 to \$24.00
 - Adult three-month: From \$122.00 to \$130.00
 - Youth and Half-Fare Program three-month: From \$61.00 to \$65.00
- RESULTS OF RECOMMENDED ACTION:**
- The second reading and adoption will be scheduled for the May 19, 2010, Board meeting. The ordinance becomes effective 30 days after adoption. Pricing changes will be implemented with the sale of July 2010 passes beginning on June 20, 2010. Following adoption, a copy of Seventeenth Amended Ordinance No. 35 will be filed with the County Clerk and made available for public inspection.

ATTACHMENT: Seventeenth Amended Ordinance No. 35

PROPOSED MOTION: I move that Seventeenth Amended Ordinance No. 35 be read by title only.

Following an affirmative vote, the ordinance title should be read:

Seventeenth Amended Ordinance No. 35, an Ordinance Setting Fares for Use of District Services.

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LANE TRANSIT DISTRICT
SEVENTEENTH AMENDED ORDINANCE NO. 35
An Ordinance Setting Fares for Use of District Services

The Board of Directors of Lane Transit District does hereby ordain that Ordinance No. 35 of said District is hereby amended to read as follows:

1.01 Definitions. As used in this ordinance, unless the context requires otherwise:

- (1) "District" means Lane Transit District.
- (2) "Service Area" means the area designated in Ordinance No. 24 of Lane Transit District entitled "An Ordinance Altering the Territorial Boundaries for Lane Transit District," adopted November 17, 1999, as such area is now constituted and as it may be altered from time to time hereafter by ordinance of this District.

1.02 Fares.

- (1) Fares on the District transit system shall vary according to the status of the rider and method of payment and shall be in accordance with the following schedule:

(a) Cash Fare (Effective 7/01/08)

	Monday-Sunday
Adult (ages 19–64)	\$1.50
Youth (ages 6-18)*	\$.75
Half-Fare**	\$.75
Senior (ages 65 and older)	Free

(b) Monthly Pass (Effective 6/20/10)

Pass Type	Monthly Price	Three-Month Price
Adult (ages 19–64)	\$48.00	\$130.00
Youth (ages 6-18)*	\$24.00	\$65.00
Half-Fare**	\$24.00	\$65.00
Senior (ages 65 and older)	Free	Free

* Youth fare applies to ages 6-18. Children age five and under ride free with parent or guardian.

** LTD's EZ Access Program provides a Half-Fare Program for persons with disabilities and Medicare cardholders. The EZ Access Program also provides the Honored Rider pass, which provides free rides for persons 65 years of age and older. The Half-Fare and Honored Rider photo-identification cards may be obtained at the LTD Customer Service Center for a nominal fee. This fee may be waived during special promotions.

(c) Day Pass (Effective 9/01/00)

The Day Pass rate is 2 times the cash fare.

- (2) Group Pass Program. The general manager, or his/her designated representative, is authorized to sign contracts on behalf of the District to provide transit service to groups of riders at reduced rates pursuant to policies established by the Board at its May 2, 1990, meeting, as amended, or pursuant to such policies as the Board may hereafter adopt by resolution or ordinance.

Group Pass (*Effective January 1, 2010*)

Current monthly rates: \$4.33 taxpayer
 \$5.04 non-taxpayer

Proposed monthly rates: \$4.57 taxpayer
 \$5.32 non-taxpayer

- (3) Special Event Discounts. The promotional distribution of free tickets from time to time is necessary or convenient for the provision of a public transit system. The general manager, or his/her designated representative, is authorized to reduce or eliminate fares, or to approve the distribution of free tickets for use of District facilities during special events, or at specified times, on a finding by the general manager, or his/her designated representative, that the fare reduction or elimination will promote increased use of the District's public transit system or will otherwise further the provision of a public transit system.

- (4) Reduced Fares for Low-Income Persons. The general manager, or his/her designated representative, is authorized to sign contracts with local nonprofit agencies whereunder the District may agree to provide transit fare instruments at reduced prices to such agencies, for distribution to low-income persons within the service area who need transportation assistance. Definitions of those who are "low-income persons" and "who need transportation assistance" shall be part of such contracts, verbatim or by reference.

- (5) Paratransit. Fare structure (*Effective 7/01/01*):

RideSource	\$3.00	one way
Escort*	\$3.00	one way
RideSource Shopper**	\$2.00	round trip
Social Service Agencies***	100	percent
Book of Ten Tickets	\$30.00	

* Escort is limited door-to-door transportation for medical rides.

** **RideSource** Shopper is specialized transportation service for grocery shopping. **RideSource** Shopper fares are based on round-trip rides. All other fares are one-way rides.

*** Social service agencies will contract for service with LTD to cover the costs of services above and beyond Americans with Disabilities Act requirements for respective clientele.

- 2.01 Large-quantity Pass Purchases. The District will provide a discount of 5 percent to private sales organizations authorized by the District to sell passes to the general public.

3.01 Effective Date. This ordinance shall take effect 30 days after adoption, at which time this Seventeenth Amended Ordinance will stand in the stead of Ordinance No. 35 in all particulars and all previous amendments, and will govern all fares charged by the District.

ADOPTED this _____ day of _____, 2010.

President and Presiding Officer

ATTEST:

Recording Secretary

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: RIDE*SOURCE* REQUEST FOR SERVICE AND BOUNDARY REVIEW

PREPARED BY: Terry Parker, Accessible Services Manager

ACTION REQUESTED: Approval to test a fee-for-service option for eligible riders requesting service to locations near, but outside of, the Ride*Source* service area

BACKGROUND: The Ride*Source* service boundary is designated as the area within three-quarters of a mile of Lane Transit District's Eugene and Springfield regular fixed routes. This is the minimum criteria for the *Complementary Paratransit Service Area* required under the Americans with Disabilities Act (ADA). LTD must ensure that Ride*Source* services to any origin or destination within this designated core service area are provided to eligible users of the service. That is not to say that all users must reside within that area. If an individual lives outside the service area and can find a way of getting to a pickup point within the service area, then Ride*Source* must transport from that location. The same holds true at the destination end of the trip.¹

The Davis family has had such an arrangement and regularly meets a Ride*Source* vehicle at the Morse Ranch, a location near the edge of the service area, to provide trips for their son. This pickup location is about 1.9 miles from their residence on Blanton Heights Road via Crest Drive from the Morse Ranch location and 2.0 miles from the Ride*Source* boundary via Chambers Street. It takes approximately 7 to 10 minutes to travel (when they are not subject to the delays caused by construction work that is in progress).

In March the Davis' made a request to the Board to extend Ride*Source* service to their home in order to relieve them from having to make the connecting trip to get to a location inside of the currently designated Ride*Source* service area. This is not the first request of this kind, and no previous request to either extend the service area or make an exception to the established rule based on an individual's circumstance has been granted.

While any decision to adhere strictly to the current boundary or to make an exception is a local one, other transit agencies were polled to find out whether or not LTD operates within the norm. Of the 22 respondents, 17 agencies strictly adhere to their service boundary, and 11 of those do not make any exceptions. Some of the agencies that do make exceptions qualified that they only do so on a temporary or one-time only basis, have

¹ As per, 49 CFR Subtitle A (10-1-07 Edition) *Section 37.131 Service Criteria for Complementary Paratransit Service Area*

additional resources to pay for extending the service area, or only allow exceptions for a unique location such as to a hospital or other specialized facility. For the three agencies that do allow case-by-case exceptions, comments included concerns about being reasonable and fair to all potential riders.

When members of the Accessible Transportation Committee were asked to give their thoughts and ideas on this issue, a suggestion was made to test a “fee-for-service” model that would allow individuals to pay for the extra cost associated with extending service and providing what could be considered premium or additional service. LTD staff are making the recommendation to try this approach within the parameters described:

Persons determined eligible to use RideSource services under the requirements of the Americans with Disabilities Act who want to travel to locations outside of the established RideSource service area may do so on a fee-for-service basis. A one-way ride must take no longer than ten minutes from a nearby street location that is within the boundary. Riders will pay a fee based on 1/12th of the per-hour rate for RideSource service in addition to the standard \$3.00 RideSource fare. The rate would be \$4.00 for each “fee-for-service” one-way trip based on the current \$51.00 per-hour cost for RideSource service, with the rate to be updated annually.

This proposal is an uncomplicated way to respond to a potential variety of circumstances, offers a solution to operating outside the service area that is constrained, is simple to administer by using a single flat rate, and limits the distance (by time) for single occupant trips that do not allow for improved efficiency since such trips will not be grouped with others.

ATTACHMENTS: None

RESULTS OF RECOMMENDED ACTION: Provides a two-year test period for a fee-for-service option for eligible riders needing to travel to locations near (up to ten minutes travel time) but outside of the RideSource service area to get curb-to-curb transportation.

PROPOSED MOTION: I move the following resolution:
 LTD Resolution No. 2010-015: It is hereby resolved that the LTD Board of Directors approves a two-year test of a “fee-for-service” option for eligible RideSource riders requesting service to locations outside the RideSource service boundary.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** April 21, 2010
- ITEM TITLE:** LTD SUPPORT FOR CITY OF EUGENE'S URBAN RENEWAL PLAN AMENDMENT
- PREPARED BY:** Stefano Viggiano, Assistant General Manager
- ACTION REQUESTED:** Formal LTD support for the City of Eugene's proposed amendments to the Urban Renewal Plan
- BACKGROUND:** The City of Eugene is considering an amendment to the Downtown Urban Renewal Plan to provide funding for high priority downtown revitalization projects, including the Lane Community College Downtown Campus, public safety improvements, park blocks improvements, and a Veterans Affairs clinic. These projects would create employment in downtown Eugene and increase the activity level and safety in the downtown area. Improving the vitality and safety of the downtown area will increase the effectiveness of transit service in the community since downtown Eugene is the primary focus of transit service, and trips to and from the downtown area are well served by transit.
- Staff recommend that the Board support the proposed Downtown Urban Renewal Plan Amendment and write a letter to the Eugene Mayor and City Council indicating that support.
- ATTACHMENTS:**
1. Notice of Public Hearing on Downtown Urban Renewal Plan Amendment
 2. Draft letter to Mayor Piercy and Eugene City Council
- PROPOSED MOTION:** I move the following resolution:
- LTD Resolution No. 2010-016: It is hereby resolved that the LTD Board of Directors supports the proposed amendment to the City of Eugene's Downtown Urban Renewal Plan and directs the Board President to write a letter to the City of Eugene Mayor and City Council indicating this support.

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Notice of Public Hearing

Downtown Urban Renewal Plan Amendment

April 19, 2010, 7:30 pm, City Council Chamber, City Hall, 777 Pearl Street



On March 8, the Eugene City Council/Urban Renewal Agency began a process to approve a funding plan for high priority downtown revitalization projects. The funding plan would amend the Downtown Urban Renewal District to only the four projects described below and terminate the District as soon as sufficient funds are collected to pay for those projects.

Proposed Downtown Projects:

Lane Community College (LCC) New Downtown Campus - LCC wants to build a new state-of-the-art education facility on the vacant half-block located at 10th Avenue and Charnelton Street, across from the downtown Eugene Public Library. The new green (LEED Platinum) education facility will include job training programs, the Energy Management program, business development and senior programs, and other LCC educational programming. LCC is also considering the inclusion of student housing in the project. Up to \$8 million of urban renewal funds would be used to help LCC build the new Downtown Campus project.

Public Safety Improvements - Public safety improvements are a key strategy to creating a vibrant and economically healthy place. Increasing public safety services and coordinating with other agencies will make downtown a more welcoming place for everyone. Downtown public safety, including additional police officers, will be funded from dollars freed up by using up to \$4.9 million of urban renewal funds to pay off the debt (excluding interest) on the Broadway Place garages.

Park Blocks Improvements for the Farmers' Market - Improvements to the Park Blocks along 8th Avenue to make the location more attractive and functional for the Farmers' Market will support a cornerstone of downtown activity and one of the most significant public event venues in the city. Up to \$500,000 of urban renewal funds would be used for this project.

Veterans Affairs Clinic - If the VA chooses the 12th Avenue and Willamette Street site for its new clinic, the facility will provide service to veterans in our community, fill a currently underutilized building, and create a medical sector hub for businesses and jobs downtown. The plan amendment proposes to expand the downtown urban renewal boundary to include the site and to spend up to \$2.5 million of urban renewal funds to make improvements near that location.

Why is the City Council Proposing to Use Urban Renewal?

The City's goal of revitalizing downtown, creating jobs and boosting our local economy requires public support. Using downtown urban renewal is a form of public support that does not impose a new tax; it redistributes taxes from the City, County, and schools to focus on projects within downtown. (Schools, however, are compensated by the State for nearly all the losses.) The four projects included in the proposed amendment to the Downtown Urban Renewal Plan are aimed at sparking increased private investment in our community, while creating new jobs, supporting LCC's downtown center, and benefiting the community by helping create a vibrant and safe downtown. The projects would support a sustainable local economy by focusing on education, energy efficiency, local jobs and training, local food production, and public safety. For more information contact Amanda Nobel Flannery at 541-682-5535 or amanda.nobel@ci.eugene.or.us or online at www.vibranteugene.org.

What's Next? To use urban renewal funds for these projects, the City must adopt an ordinance substantially amending the Central Eugene Project (Downtown) Urban Renewal Plan (the Plan) to increase the maximum indebtedness (spending limit) and expand the boundary. The current spending limit of \$33 million has nearly been spent, with the bulk spent on the Downtown Library. The amendments would 1) increase the spending limit by \$16.15 million to cover the four projects, for a total of \$49.15 million, and 2) expand the district boundary by 7% (five acres) to be able to provide assistance for the VA project.

**A public hearing on the ordinance approving the proposed Plan amendment will be held
April 19, 2010, at 7:30 pm, Eugene City Hall, 777 Pearl Street**

City Council is scheduled to vote on May 24, 2010 on the adoption of the ordinance. The adoption of the amended Plan may impact property tax rates. If approved, the ordinance adopting the amended Plan is subject to referendum. To get a copy of the draft ordinance, proposed amended Plan, accompanying report, or more information on urban renewal, contact: Amanda Nobel Flannery at 541-682-5535 or amanda.nobel@ci.eugene.or.us. Information is also online at www.vibranteugene.org.

Materials can be made available in alternate formats if requested in advance. To arrange for these services or for more information, contact Laura Hammond at 541-682-6021. Esta información está disponible en español: 541-682-8260.

April 21, 2010

Mayor Kitty Piercy and City Council
City of Eugene
777 Pearl Street, Room 105
Eugene, Oregon 97401-2793

Dear Mayor Piercy and City Councilors:

Lane Transit District supports the proposed amendment to the Downtown Urban Renewal Plan that would provide funding for a Lane Community College Downtown Campus, public safety improvements, Park blocks improvements, and a Veterans Affairs Clinic. These four projects are extremely valuable and would greatly enhance the downtown area.

Lane Transit District has long supported efforts to revitalize downtown Eugene. A vibrant, healthy downtown is an indicator of a vibrant, healthy community. In addition, increases in employees, residents, and visitors to downtown will lead to increased use of transit and other alternative transportation modes since downtown Eugene is well served by transit and has excellent bicycle and pedestrian access. This, in turn, achieves community, state, and federal goals to reduce greenhouse gas emissions.

LTD is particularly supportive of the new LCC Downtown Campus and the possibility of a Veterans Affairs Clinic at the site of the former Eugene Clinic. These two developments will bring many employees and visitors to downtown and make use of vacant or underutilized land.

We encourage you to approve the Downtown Urban Renewal Plan amendment that would allow these high-priority projects to be funded.

Sincerely,

Michael Eyster, President
LTD Board of Directors

ME:SV:jms

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

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

1. **West Eugene EmX Extension Corridor Committee (WEEEC):** This committee is a subcommittee of the EmX Steering Committee and is composed of Board members Greg Evans, Dean Kortge, and Ed Necker, along with members of local government and community representatives. The Committee met on April 7 and received an update on the WEEE Design Option effort, a status report for the 6th/7th Avenue Alternative, and a review of common LTD facility design elements. The next meeting is scheduled for May 5.
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. At the April 8 meeting, members reviewed the FY 2011-2013 Surface Transportation Program-Urban funding recommendations, conducted a review of changes to the Unified Planning Work Program, reviewed the *ConnectOregon* III applications to determine recommendations for funding, and reviewed a request for a letter of support for the Regional Transportation Options Plan. The next meeting is scheduled for May 13.

OTHER ACTIVITIES

1. **Lane County Area Commission on Transportation (ACT)**: The State Legislature in 2009 directed Lane County to develop an Area Commission on Transportation. Lane County formed a steering committee to provide direction on the process, with membership including representatives from the County, cities within the County, LCOG, and LTD. Board President Mike Eyster has been representing LTD on this committee. The committee met most recently on April 14, at which time they were expected to finalize their recommendations regarding the membership and bylaws.

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 April 22 at the Springfield City Hall.
2. **Board Human Resources Committee**: The Board Human Resources Committee is composed of Chair Mike Dubick and Board members Dean Kortge and Gary Gillespie. At the next meeting that is scheduled to be held on May 11, the Committee members will receive the latest information from pension plan discussions related to labor negotiations.
3. **EmX Steering Committee**: The EmX Steering Committee is composed of Chair Greg Evans, Board members Doris Towery and Gary Gillespie, and members of local units of government and community representatives. The Committee generally meets quarterly. The next meeting is scheduled for June 1.
4. **Board Service Committee**: The Board Service Committee is composed of Chair Greg Evans and Board members Ed Necker and Doris Towery. The next meeting has not been scheduled.
5. **Board Finance Committee**: The Board Finance Committee is composed of Chair Dean Kortge and Board members Mike Dubick and Ed Necker. The Committee last met on May 12, 2009. The next meeting has not been scheduled.

FUTURE ACTIVITIES

1. **APTA Board Members and Board Support Seminar**: Plans are underway for the conference that is scheduled to be held at the Eugene Hilton on July 17–20, 2010. Board Member Greg Evens was instrumental in bringing this national conference to Eugene, and LTD is co-hosting. The conference program is very worthwhile, including

excellent speakers, compelling topics that focus on professional development, and very interesting activities. The agenda will be forwarded to LTD Board members when it is finalized so that members may arrange to participate.

Q:\Reference\Board Packet\2010\04\Reg Meeting 4-21-2010\BD Report Summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: MARCH FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND: Financial results for the first nine months of FY 2009-10 are summarized in the attached reports.

Passenger fares increased 4.5 percent for the first nine months of the fiscal year compared to the same period last year and are up \$111,760 versus budget. Passenger boardings for the rolling twelve-month period, which ended March 31, are down 4.7 percent over the previous period, which is an improvement from the 5 percent decline in February and the 5.8 percent decline reported for January. Boardings for the month of March 2010 are 3.4 percent higher than for March 2009. There was one more weekday in March 2010 than in March 2009, which would account for some of the increase.

Group pass receipts were strong. Receipts year to date are 14.1 percent higher than for the comparable period in the previous fiscal year and \$250,000 ahead of year-to-date budget projections.

Payroll tax receipts are down 10.1 percent versus last year, which is a slight decline from the 9.8 percent reported through February 28. Receipts are down 10.5 percent versus current-year budget, which is a slight improvement compared to 11.5 percent reported for February. The next payroll tax receipt evaluation will occur the first week in May when receipts for the quarter ending March 31 are disbursed.

Self-employment receipts coincide with State tax payment deadlines, none of which occurred in March. The majority of receipts are expected in May each year. Receipts can and do occur throughout the fiscal year due to late or early payments, assessments of penalties and interest, and other factors.

Through March, Lane Transit District had received about \$2.8 million of an anticipated total of \$3.2 million in American Recovery and Reinvestment Act (stimulus) grant funds in support of vehicle preventive maintenance. It was speculated earlier in the fiscal year that there might be more federal funds in support of transit jobs in a new stimulus package. However, it is now known that the proposed federal jobs bill does not include transit funding. There may be another opportunity for transit by the end of the current calendar year.

Interest earnings on funds invested in the Local Government Investment Pool (LGIP) remain at 0.55 percent, the lowest rate in institutional memory. As previously reported, the LGIP is attempting to recover some losses through the reduced returns rate, which is why the rate is so low. Lane Transit District has other investment options, and uses them, but the LGIP is the best choice for short-term needs with ease of transaction.

Total personnel services expenditures, the largest category of operating expense, show a 2.7 percent increase compared to the previous year. This modest growth continues to be the result of position eliminations implemented in the previous fiscal year and bus operator voluntary furloughs in effect for the summer service schedule. Administrative employees did not receive an annual salary adjustment for FY 2009-10. Employees covered by the Amalgamated Transit Union Local 757 contract receive wage adjustments every six months, in addition to step increases. As Board members know, the current contract expires June 30, 2010.

Materials and services results vary widely from department to department. Total materials and services are lower for the first nine months of this year as compared to last, and overall spending is under budget for the year to date. To maximize funds available for fixed-route service and in compliance with the approved Long-Range Financial Plan, no transfer from the General Fund to the Capital Projects Fund will occur in FY 2009-10. In FY 2008-09, \$1,314,000 was transferred through March to provide local match for federally funded projects.

Fuel prices continued to drift upward in March. The lowest price paid in FY 2009-10 for a gallon of bus fuel was \$1.62 on July 10. The year-to-date high price was \$2.29 on January 5. Through March 31, the average for the fiscal year was slightly above \$2.03. The year-to-date average is starting to come down, because LTD is pulling fuel purchased in the last fiscal year and stored in Coos Bay. As of March 31, 118,150 gallons from bulk storage in Coos Bay have been transferred at an average cost of \$1.88 per gallon. Fuel in the current fiscal year was budgeted at \$2.00 per gallon.

The General Fund is stable through March, but payroll tax receipts remain a significant concern.

The Transportation Options Fund activities are generally as expected through the first nine months of the current fiscal year. There is still an unprocessed grant that will make up the current cash deficit once LTD is able to record a receivable against the grant and then draw down funds from it.

The Accessible Services Fund is also as expected, although it is still difficult to predict because billing from the service provider lags by at least one and up to two months. Expenditures are accrued as estimates that are adjusted in the future. This fund also shows a cash deficit through March due to delays in posting grant receivables. The fund will be current

by year end. The Medicaid Fund, new to the budget in the current fiscal year, shows expected results through the first nine months of the current fiscal year.

Work associated with the remodel of the fleet maintenance facility continued through March. Year to date, the Gateway EmX Extension project represents the largest capital outlay. Completion of the fleet maintenance remodel project is expected in Spring 2010, while the Gateway EmX project will continue into FY 2010-11. All five of the vehicles that will provide Gateway EmX Extension service beginning January 9, 2011, were received by Lane Transit District by the end of September 2009. Work also continued on the West Eugene EmX Extension. There is a large unprocessed grant receivable for the Capital Projects Fund that accounts for the \$500,000 fund deficit, which has been covered by cash from the General Fund. The loan will be reimbursed before fiscal year end.

Board members and citizen members of the Budget Committee who were available to attend a special lunch meeting on March 10 received a briefing on payroll tax receipts and the effect on FY 2010-11 fixed-route service. The first Budget Committee meeting is scheduled for Wednesday, May 19, at 6:30 p.m., following a brief regular Board meeting (as was done in May 2009).

ATTACHMENTS:

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

1. Operating Financial Report - comparison to prior year
2. Comparative Balance Sheets
 - a. General Fund
 - b. Transportation Options Fund
 - c. Accessible Services Fund
 - d. Medicaid Fund
 - e. Capital Projects Fund
3. Income Statements
 - a. General Fund
 - b. Transportation Options Fund
 - c. Accessible Services Fund
 - d. Medicaid Fund
 - e. Capital Projects Fund

PROPOSED MOTION:

None



Lane Transit District
Operating Financial Report
For the Fiscal Period Ending 3/31/2010 With Comparisons to Prior Year to Date
Current Year: 2009-2010
Unaudited

	Prior YTD 08-09	Adopted Budget	YTD Actual	% Budget	% Over Last Year
Revenues & Other Sources					
Passenger Fares	3,342,891	4,507,800	3,492,520	77.5%	4.5%
Group Pass	1,462,850	2,030,500	1,669,573	82.2%	14.1%
Advertising	285,296	264,000	200,000	75.8%	-29.9%
Special Service	643,668	735,700	637,933	86.7%	-0.9%
Miscellaneous	194,636	179,500	211,699	117.9%	8.8%
Total Operating	<u>5,929,341</u>	<u>7,717,500</u>	<u>6,211,725</u>	80.5%	4.8%
Payroll Tax (cash basis)	17,869,990	23,327,600	16,065,853	68.9%	-10.1%
Self-employment Tax (cash basis)	379,784	1,400,000	353,367	25.2%	-7.0%
State-in-Lieu (accrued basis)	1,054,718	1,400,000	1,330,074	95.0%	26.1%
Operating Grants - American Recovery & Reinvestment Act (ARRA)		3,201,500	2,767,177	86.4%	N/A
Operating Grants	86,924	1,025,000	43,132	4.2%	-50.4%
Total Taxes & Grants	<u>19,391,416</u>	<u>30,354,100</u>	<u>20,559,603</u>	67.7%	6.0%
Interest Income	268,269	150,000	46,045	30.7%	-82.8%
Sale of Assets	-	-	9,746	N/A	N/A
Transfer from Commuter Solutions Fund	-	-	-	N/A	N/A
Total Revenues & Other Sources	<u>25,589,026</u>	<u>38,221,600</u>	<u>26,827,119</u>	70.2%	4.8%
Expenditures & Other Uses					
Personnel Services					
Administration	6,223,308	9,158,000	6,319,640	69.0%	1.5%
Administration - Contra Payroll	(1,199,852)	(1,634,500)	(1,181,803)	72.3%	-1.5%
Administration - Net	<u>5,023,456</u>	<u>7,523,500</u>	<u>5,137,837</u>	68.3%	2.3%
Contract	13,254,170	18,911,800	13,631,921	72.1%	2.9%
Total Personnel Services	<u>18,277,626</u>	<u>26,435,300</u>	<u>18,769,758</u>	71.0%	2.7%
Materials & Services					
General Administration	118,293	177,800	82,160	46.2%	-30.5%
Government Relations	109,670	125,800	102,556	81.5%	-6.5%
Finance	51,287	134,800	77,467	57.5%	51.0%
Information Technologies	355,814	570,900	403,692	70.7%	13.5%
Human Resources	110,879	334,400	128,679	38.5%	16.1%
Service Planning	8,582	10,000	10,064	100.6%	17.3%
Marketing	268,873	309,900	219,948	71.0%	-18.2%
Graphics	12,989	14,600	4,777	32.7%	-63.2%
Accessible Services	1,326	37,000	-	0.0%	-100.0%
Planning & Development	14,281	19,700	15,542	78.9%	8.8%
point2point Solutions	77	-	-	N/A	-100.0%
Facilities Services	608,441	854,500	555,938	65.1%	-8.6%
Transit Operations	437,497	631,200	380,503	60.3%	-13.0%
Customer Service Center	13,209	27,700	17,429	62.9%	31.9%
Maintenance	2,770,445	3,437,300	2,588,956	75.3%	-6.6%
Insurance / Liability Costs	809,354	1,267,600	986,944	77.9%	21.9%
Transporation Options Transfer	5,000	5,000	5,000	100.0%	0.0%
Accessible Services Transfer	1,606,905	1,900,000	916,239	48.2%	-43.0%
Capital Transfer	1,314,000	-	-	N/A	-100.0%
Total Materials & Services	<u>8,616,922</u>	<u>9,858,200</u>	<u>6,495,894</u>	65.9%	-24.6%
Total Expenditures & Other Uses	<u>26,894,548</u>	<u>36,293,500</u>	<u>25,265,652</u>	69.6%	-6.1%
Excess (Deficiency) of Revenues Over Expenditures	<u>(1,305,522)</u>	<u>1,928,100</u>	<u>1,561,467</u>		-219.6%
Net to Fund	<u>(1,305,522)</u>	<u>1,928,100</u>	<u>1,561,467</u>		-219.6%



Lane Transit District
General Fund
Comparative Balance Sheets
March 31, 2010 and June 30, 2009
Unaudited

	Current Balance	Balance 06/30/09
ASSETS		
Cash & Investments	\$ 9,038,401	\$ 7,990,388
Receivables	1,154,074	1,537,183
Accrued Payroll Taxes Receivable	4,826,000	4,826,000
Due from Other Governments	442,799	440,207
Due from Other Funds	673,557	0
Inventory of Parts and Supplies	1,709,609	1,831,649
Prepaid Expenses	481,124	706,623
VRC Lease	2,083	2,083
Property, Plant and Equipment Net of Accumulated Depreciation	92,451,905	92,451,905
Total Assets	<u>\$ 110,779,552</u>	<u>\$ 109,786,038</u>
LIABILITIES		
Accounts Payable	\$ 83,828	\$ 388,963
Accrued Payroll Related Payable	621,713	1,005,824
Unearned Revenue	102,108	61,892
Liability Claims/Other Payable	670,816	589,737
CAL/Sick Accrual	3,287,339	3,287,339
Net OPEB Obligation	635,353	635,353
Total Liabilities	<u>5,401,156</u>	<u>5,969,109</u>
FUND BALANCE		
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
Fund Balance Restricted to Assets	<u>103,753,965</u>	<u>103,753,965</u>
Fund Balance	62,964	4,985,175
Excess (Deficiency) of Revenues Over Expenditures	1,561,467	(4,922,211)
Ending Fund Balance	<u>1,624,431</u>	<u>62,964</u>
Total Reserves & Fund Balances	<u>105,378,396</u>	<u>103,816,929</u>
Total Liabilities & Fund Balance	<u>\$ 110,779,552</u>	<u>\$ 109,786,038</u>



**Lane Transit District
Transportation Options Fund
Comparative Balance Sheets
March 31, 2010 and June 30, 2009
Unaudited**

	Current Balance	Balance 06/30/09
ASSETS		
Cash & Equivalents	\$ 0	\$ 211,768
Receivables	2,000	55,100
Prepaid Expenses	5,150	-
Total Assets	\$ 7,150	\$ 266,868
LIABILITIES		
Accounts Payable	\$ 3,378	\$ 11,991
Due to Other Funds	168,458	-
Total Liabilities	171,836	11,991
RESERVES & BALANCES		
Fund Balance	254,877	370,138
Excess (Deficiency) of Revenues Over Expenditures	(419,563)	(115,261)
Ending Fund Balance	(164,686)	254,877
Total Liabilities & Fund Balances	\$ 7,150	\$ 266,868



Lane Transit District
Accessible Services Fund
Comparative Balance Sheets
March 31, 2010 and June 30, 2009 (Restated, As If)
Unaudited

	Current Balance	Balance 6/30/2009 Restated, As If
ASSETS		
Cash & Investments	\$ -	\$ 235,555
Receivables	4,810	75
Grants Receivable	448,986	122,582
Total Assets	\$ 453,796	\$ 358,212
LIABILITIES		
Accounts Payable	\$ 169,602	\$ 140,348
Due to Other Funds	27,195	-
Oakridge Program Reserves	53,489	62,412
Unearned Revenue	207,198	-
Total Liabilities	457,484	202,760
RESERVES & BALANCES		
Fund Balance	155,452	104,712
Excess (Deficiency) of Revenues Over Expenditures	(159,140)	50,740
Ending Fund Balance	(3,688)	155,452
Total Liabilities & Fund Balances	\$ 453,796	\$ 358,212



**Lane Transit District
Medicaid Fund
Comparative Balance Sheets
March 31, 2010 and June 30, 2009 (Restated, As If)
Unaudited**

	Current Balance	Balance 6/30/2009 Restated, As If
ASSETS		
Cash & Investments	\$ 254,891	\$ 378,351
Receivables	315,738	255,368
Grants Receivable	(2,005)	-
Total Assets	<u>\$ 568,625</u>	<u>\$ 633,719</u>
LIABILITIES		
Accounts Payable	\$ 97,634	\$ 138,304
Medicaid Medical Reserves	336,242	347,948
Total Liabilities	<u>433,876</u>	<u>486,252</u>
RESERVES & BALANCES		
Fund Balance	147,467	147,467
Excess (Deficiency) of Revenues Over Expenditures	(12,718)	-
Ending Fund Balance	<u>134,749</u>	<u>147,467</u>
Total Liabilities & Fund Balances	<u>\$ 568,625</u>	<u>\$ 633,719</u>



Lane Transit District
Capital Projects Fund
Comparative Balance Sheets
March 31, 2010 and June 30, 2009
Unaudited

	Current Balance	Balance 06/30/09
ASSETS		
Cash & Investments	\$ -	\$ 3,355,445
Accounts Receivable	5,334	94,980
Grants Receivable	<u>773,671</u>	<u>4,289,718</u>
Total Assets	<u>\$ 779,005</u>	<u>\$ 7,740,143</u>
LIABILITIES		
Accounts Payable	\$ 50,478	\$ 2,488,506
Retainage Payable	694,130	131,082
Due to Other Funds	477,904	-
Unearned Revenue	<u>62,150</u>	<u>62,150</u>
Total Liabilities	<u>1,284,662</u>	<u>2,681,738</u>
RESERVES & BALANCES		
Fund Balance	5,058,406	1,935,115
Excess (Deficiency) of Revenues Over Expenditures	<u>(5,564,063)</u>	<u>3,123,291</u>
Ending Fund Balance	<u>(505,657)</u>	<u>5,058,406</u>
Total Liabilities & Fund Balances	<u>\$ 779,005</u>	<u>\$ 7,740,144</u>



**Lane Transit District
General Fund
Schedule of Resources and Requirements
For the Period 3/1/2010- 3/31/2010
Unaudited**

	Annual Budget	Current Month			Year to Date		
		Budget	Actual	Variance	Budget	Actual	Variance
Resources						7921300	
Beginning Working Capital	5,280,000	-	-	-	5,280,000	7,921,300	2,641,300
Passenger Fares	4,507,800	375,640	426,286	50,646	3,380,760	3,492,520	111,760
Group Pass	2,030,500	125,500	141,708	16,208	1,419,500	1,669,573	250,073
Advertising	264,000	22,000	22,500	500	198,000	200,000	2,000
Special Service	735,700	53,900	43,227	(10,673)	599,800	637,933	38,133
Miscellaneous	179,500	14,950	133,602	118,652	134,690	211,699	77,009
Payroll Tax (cash basis)	23,327,600	255,000	183,656	(71,344)	17,958,600	16,065,853	(1,892,747)
Self-employment Tax (cash basis)	1,400,000	50,000	88,728	38,728	334,000	353,367	19,367
State-in-Lieu (accrual basis)	1,400,000	360,000	442,799	82,799	1,040,000	1,330,074	290,074
Operating Grants	4,226,500	352,210	-	(352,210)	3,169,890	2,810,309	(359,581)
Interest Income	150,000	12,500	3,985	(8,515)	112,500	46,045	(66,455)
Proceeds From Sale of Assets	-	-	-	-	-	9,746	9,746
Transfer from Commuter Solutions Fund	-	-	-	-	-	-	-
Total General Fund Resources	43,501,600	1,621,700	1,486,491	(135,209)	33,627,740	34,748,419	1,120,679
Requirements							
General Administration	778,400	64,900	50,587	14,313	584,260	582,685	1,575
Government Relations	125,800	7,990	3,290	4,700	102,910	102,556	354
Finance	1,075,300	86,410	75,568	10,842	816,110	721,534	94,576
Information Technologies	1,156,100	96,460	60,529	35,931	867,500	829,984	37,516
Human Resources	990,600	82,550	54,148	28,402	743,350	567,165	176,185
Service Planning	571,300	47,120	49,028	(1,908)	430,240	381,893	48,347
Marketing	638,800	40,755	30,987	9,768	517,815	440,081	77,734
Graphics	140,800	11,140	8,665	2,475	106,820	91,404	15,416
Accessible Services	129,600	9,875	9,104	771	91,650	45,355	46,295
Planning & Development	268,500	22,380	15,181	7,199	201,660	147,322	54,338
<i>point2point Solutions</i>	-	-	(2,411)	2,411	80	-	80
Facilities Services	1,433,500	119,420	79,027	40,393	1,075,620	910,159	165,461
Transit Operations	17,858,200	1,510,370	1,357,246	153,124	13,393,355	12,821,481	571,874
Customer Service Center	577,000	47,810	39,625	8,185	434,050	373,763	60,287
Maintenance	7,377,000	614,770	644,805	(30,035)	5,533,050	5,342,087	190,963
Insurance / Liability Costs	1,267,600	105,650	80,596	25,054	950,850	986,944	(36,094)
Total Operating Requirements	34,388,500	2,867,600	2,555,975	311,625	25,849,320	24,344,413	1,504,907
Transportation Options Transfer	5,000	-	-	-	5,000	5,000	-
Accessible Services Transfer	1,900,000	158,330	195,552	(37,222)	1,424,970	916,239	508,731
Capital Projects Transfer	-	-	-	-	-	-	-
Reserve-Operating Contingency	1,000,000	-	-	-	-	-	-
Reserve-Self-insurance and Risk	1,000,000	-	-	-	-	-	-
Reserve-Working Capital	5,208,100	-	-	-	-	-	-
Total Non-Operating Requirements	9,113,100	158,330	195,552	(37,222)	1,429,970	921,239	508,731
Total General Fund Requirements	43,501,600	3,025,930	2,751,527	274,403	27,279,290	25,265,652	2,013,638
Resources Less Requirements	-	-	-	-	6,348,450	9,482,767	-



Lane Transit District
Transportation Options Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 3/1/2010 - 3/31/2010
Unaudited

	Adopted Budget	YTD Actual	Current Month Actual	Percent of Year 75.0% Variance	YTD % of Budget
Revenues & Other Sources					
Federal Grants-Surface Transportation Program	436,500	-	-	(436,500)	0.0%
TDM Match - Other Local Jurisdictions	15,000	18,000	-	3,000	120.0%
Business Energy Tax Credit (BETC)	60,000	-	-	(60,000)	0.0%
Miscellaneous Income	-	-	-	-	
Transfer from General Fund	5,000	5,000	-	-	100.0%
Total Revenues	<u>516,500</u>	<u>23,000</u>	<u>-</u>	<u>(493,500)</u>	<u>4.5%</u>
Expenditures & Other Uses					
Funded from Rideshare Program					
Project Management	184,200	388,166	39,407	(203,966)	210.7%
Special Projects	71,200	600	600	70,600	0.8%
Research	18,000	-	-	18,000	0.0%
Carpool/Vanpool Program	217,200	35,990	2,650	181,210	16.6%
Smart Ways to School Program	71,200	11,943	-	59,257	16.8%
Emergency Ride Home Program	-	2,557	95	(2,557)	N/A
Gateway Transportation Program	-	-	-	-	N/A
Park & Ride Program	-	2,213	-	(2,213)	N/A
Group Pass Program	121,500	1,093	-	120,407	0.9%
Total Rideshare Program	<u>683,300</u>	<u>442,563</u>	<u>42,751</u>	<u>240,737</u>	<u>64.8%</u>
Transfer to General Fund	-	-	-	-	N/A
Contingency	138,400	-	-	138,400	0.0%
Total Commuter Solutions Expenditures	<u>821,700</u>	<u>442,563</u>	<u>42,751</u>	<u>379,137</u>	<u>53.9%</u>
Unreserved Fund Balance					
Change to Fund Balance	(305,200)	(419,563)			
Beginning Balance	305,200	254,877			
Ending Balance	<u>-</u>	<u>(164,686)</u>			



Lane Transit District
Accessible Services Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 3/1/2010 - 3/31/2010
Unaudited

				Percent of Year	75.0%
	Adopted Budget	YTD Actual	Current Month Actual	Variance	YTD % of Budget
Revenues & Other Sources					
State Special Transp Funds - In District	381,800	300,687	27,900	(81,113)	78.8%
State Special Transp Funds - Out of District	-	30,906	1,900	30,906	NA
State Special Transp Funds - Administration	-	4,500	-	4,500	NA
State Special Transp Funds - Operating	-	333,252	-	333,252	NA
American Recovery & Reinvestment Act (ARRA)	17,600	19,228	-	1,628	0.0%
Federal Grants - 5310	573,310	471,125	-	(102,185)	0.0%
Federal Grants - 5311	259,000	124,402	-	(134,598)	0.0%
Federal Grants - 5316 JARC	125,000	122,508	-	(2,492)	0.0%
Federal Grants - 5317 New Freedom	-	25,669	-	25,669	NA
Other Federal Grants	748,300	528,292	73,343	(220,008)	0.0%
Other State Grants	57,100	12,725	-	(44,375)	0.0%
Business Energy Tax Credit Revenue	250,000	-	-	(250,000)	0.0%
Farebox	295,000	213,999	21,843	(81,001)	0.0%
Local Grants	70,090	52,569	2,707	(17,521)	0.0%
Miscellaneous	-	2,623	-	2,623	NA
Transfer from General Fund	1,900,000	916,239	195,552	(983,761)	0.0%
Total Revenues	<u>4,677,200</u>	<u>3,158,724</u>	<u>323,245</u>	<u>(1,518,476)</u>	0.0%
Expenditures & Other Uses					
Eugene-Springfield Based Services					
ADA RideSource	3,837,200	2,758,152	288,113	1,079,048	0.0%
Mental Health & Homeless	68,600	23,940	-	44,660	0.0%
Travel Training & Host	111,400	57,446	93	-	0.0%
Job Access/Reverse Commute (JARC)	-	19,848	-	(19,848)	NA
Total Eugene-Springfield Based Services	<u>4,017,200</u>	<u>2,859,386</u>	<u>288,206</u>	<u>1,103,860</u>	0.0%
Rural Lane County Services					
South Lane	178,200	111,669	156	66,531	0.0%
Florence	164,100	100,471	11,222	63,629	0.0%
Oakridge	<u>194,000</u>	<u>96,912</u>	<u>95</u>	<u>97,088</u>	0.0%
Total Rural Lane County Services	536,300	309,052	11,473	227,248	0.0%
Lane County Coordination	123,700	149,426	20,152	(25,726)	0.0%
Transfer to Capital Fund	144,000	-	-	144,000	0.0%
Contingency	<u>384,100</u>	-	-	<u>384,100</u>	0.0%
Total Accessible Services Expenditures	<u>5,205,300</u>	<u>3,317,864</u>	<u>319,831</u>	<u>1,833,482</u>	0.0%
Unreserved Fund Balance					
Change to Fund Balance	(528,100)	(159,140)			
Beginning Balance	<u>528,100</u>	<u>155,452</u>			
Ending Balance	<u>\$ -</u>	<u>\$ (3,688)</u>			



Lane Transit District
Medicaid Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 3/1/2010 - 3/31/2010
Unaudited

				Percent of Year	75.0%
	Adopted Budget	YTD Actual	Current Month Actual	Variance	YTD % of Budget
Revenues & Other Sources					
Medicaid	4,740,000	2,698,551	295,855	(2,041,449)	56.9%
Medicaid Non-Medical	400,300	227,593	(30)	(172,708)	56.9%
State Special Transportation Fundn (STF) Operating	124,000	8,781	-	(115,219)	7.1%
State Discretionary Funds	25,400	25,400	-	-	100.0%
Total Revenues	<u>5,289,700</u>	<u>2,960,325</u>	<u>295,826</u>	<u>(2,329,375)</u>	56.0%
Expenditures & Other Uses					
Medicaid Medical Service	3,981,200	2,341,011	296,475	1,640,189	58.8%
Medicaid Non-Medical Service	568,500	277,280	23,622	291,220	48.8%
RideSource Call Center Administration	560,000	205,298	-	354,702	36.7%
Lane Transit District Administration	180,000	149,454	13,230	30,546	83.0%
Total Medicaid Fund Expenditures	<u>5,289,700</u>	<u>2,973,043</u>	<u>333,327</u>	<u>2,316,657</u>	56.2%
Unreserved Fund Balance					
Change to Fund Balance	-	(12,718)			
Beginning Balance	-	-			
Ending Balance	<u>-</u>	<u>(12,718)</u>			



Lane Transit District
Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance
For the Period 3/1/2010 - 3/31/2010
Unaudited

	Adopted Budget	YTD Actual	Current Month Actual	Variance	Percent of Year 75.0%	YTD % of Budget
Revenues & Other Sources						
Federal Grant Income				-		N/A
Formula Funds (Section 5307)	3,421,000	295,729	-	(3,125,271)		8.6%
American Recovery & Reinvestment Act (ARRA)	3,396,800	4,857,849	-	1,461,049		143.0%
Discretionary Funds	26,081,300	9,857,694	207,814	(16,223,606)		37.8%
Other Funds	1,014,500	524,995	-	(489,505)		51.7%
Total Federal Grants	<u>33,913,600</u>	<u>15,536,267</u>	<u>207,814</u>	<u>(18,377,333)</u>		45.8%
Connect Oregon	3,117,800	1,352,463	-	(1,765,337)		43.4%
Other State Grant Income	-	-	-	-		N/A
Other Local Funds	82,000	216,060	5,225	134,060		263.5%
Miscellaneous Income	-	100	-	100		N/A
Transfer from Accessible Services Fund	144,000	-	-	(144,000)		0.0%
Total Resources	<u>37,257,400</u>	<u>17,104,889</u>	<u>213,039</u>	<u>(20,152,511)</u>		45.9%
Expenditures						
Grant Paid Capital						
EmX						
Gateway EmX Extension	26,200,000	12,702,711	139,678	13,497,289		48.5%
EmX Vehicles	5,200,000	3,774,935	-	1,425,065		72.6%
West Eugene EmX Extension	500,000	1,080,932	98,259	(580,932)		216.2%
Total EmX	<u>31,900,000</u>	<u>17,558,578</u>	<u>237,937</u>	<u>14,341,422</u>		55.0%
Revenue Rolling Stock	-	215,280	3,363	(215,280)		N/A
PBI/Facilities	6,311,300	3,536,079	92,319	2,775,221		56.0%
Software & Hardware	510,000	214,193	7,663	295,807		42.0%
Intelligent Transportation Systems	-	58,756	5,401	(58,756)		N/A
Transit Security Projects	210,000	7,719	-	202,281		3.7%
Bus Related Equipment	200,000	-	-	200,000		0.0%
Miscellaneous Equipment	40,000	-	-	40,000		0.0%
Communications	201,500	20,783	-	180,717		10.3%
Shop Equipment	25,000	15,018	399	9,982		60.1%
Support Vehicles	50,000	61,459	-	(11,459)		122.9%
Accessible Services Vehicles	1,130,600	981,087	515	149,513		86.8%
Budgeted for Capital Contingency	708,500	-	-	708,500		0.0%
Total Expenditures	<u>41,286,900</u>	<u>22,668,952</u>	<u>347,597</u>	<u>18,617,948</u>		54.9%
Unreserved Fund Balance						
Change to Fund Balance	(4,029,500)	(5,564,063)				
Beginning Fund Balance	4,029,500	5,058,406				
Ending Fund Balance	<u>-</u>	<u>(505,657)</u>				

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

BACKGROUND: The attached internal and external communications are included for the Board's information:

ATTACHMENTS:

- 1) April 8, 2010, Review of Subrecipient Single Audit for Fiscal Year Ended June 30, 2009, from Oregon Department of Transportation.
- 2) April 15, 2010, Memorandum from LTD Administrative Services Coordinator Jill Howard to bus operators thanking them for a job well done and listing a sampling of the compliments that they received during the previous week.

PROPOSED MOTION: None

Q:\Reference\Board Packet\2010\04\Reg Meeting 4-21-2010\BDCORSUM.docx



Oregon

Theodore R. Kulongoski, Governor

Department of Transportation

Transportation Building
External Audit Services
355 Capitol St., NE Room 121
Salem, Oregon 97301-3871
Telephone (503) 986-3213
FAX (503) 986-3859

April 8, 2010

Board of Directors
Lane Transit District
P.O. Box 7070
Eugene, OR 97401

File Code:

RE: ODOT Review of subrecipient single audit (OMB Circular A-133)
Fiscal Year Ended 06/30/09

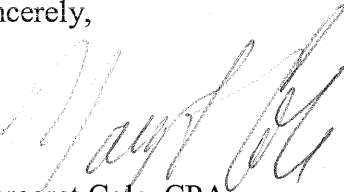
The Oregon Department of Transportation (ODOT) has been assigned responsibility for ensuring that the Schedule of Expenditures of Federal Awards (SEFA) and A-133 Audit for the fiscal ending June 30, 2009 were prepared and performed in compliance with the Federal Office of Management & Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*.

Specifically, ODOT reviewed Lane Transit District's independent auditor report and related financial reports and schedules for assurance of compliance with grant agreement terms and that the internal controls exercised by Lane Transit District in administering those grant funds were appropriate. ODOT's review was performed on behalf of all State agencies passing federal funds through to Lane Transit District for the fiscal year. ODOT's acceptance of the audit constitutes acceptance by all agencies of the State of Oregon, although other State agencies may also contact you regarding specific grant monies.

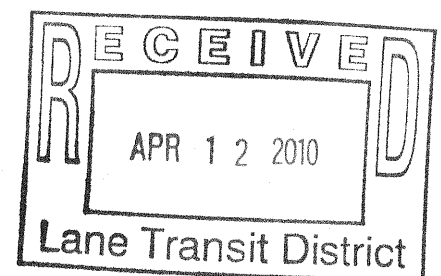
We have completed our review of Lane Transit District's SEFA and related A-133 audit reports by its independent auditors for the fiscal year ended June 30, 2009 and conclude that Lane Transit District has materially complied with the major program requirements.

We appreciate the courteous assistance and cooperation we received from Todd Lipkin, Financial Services Manager. The review was performed by Inna Cutting, Senior External Auditor. If you have any questions or comments, please contact Inna at (503) 986-3174, or contact me at (503) 986-3213.

Sincerely,


Margaret Cole, CPA
External Audit Manager
Oregon Department of Transportation

CC: Les Brodie, ODOT, CFO
Michael Ward, ODOT, Public Transit



Memorandum

Date: April 15, 2010
To: Bus Operators
From: Jill Howard, Admin Services Coordinator
RE: Compliments This Week ~

Bus Operators Rock! Thanks for all you do everyday...you make a difference.

To whom it concerns,

I just had to write to express my thanks for the courtesy your bus drivers showed my elementary students while on a field trip yesterday (4-14-10). There was some road construction on Willamette Street near 29th, which changed the usual boarding spot for our scheduled pick-up. We went to a different stop and got information from one of your drivers regarding where best to get on the bus we needed. At a different stop we boarded the bus and I was happy to be welcomed aboard (along with my large group). Due to the road-work the potential for problems was certainly present and our trip could have been a disaster. Instead, it ended up being a great experience due to the flexibility of your kind drivers both going and returning. I will be sure to share my positive experience with all who will listen. Thank you again for saving the day!

Eric Bear

Ridgeline Montessori School

Dear LTD:

My office has overlooked University station south for six years now, so I have grown accustomed to the sounds of bus traffic. I just heard a bus accelerate hard past the station. I looked up to see some charter bus go whizzing past, heading south on Kincaid far too fast for the congestion in the area. I wanted you to know my immediate thought: Of course that couldn't be an LTD bus: their drivers are professional and careful.

Sincerely yours,

Carolyn Bergquist

University of Oregon

To LTD:

She made my day! Last Friday she stopped the bus right before the Park Street Station on River road and asked me if I wanted a ride. It was cold, raining and was scheduled to get worse as the day went on. I said, "No, thank you though." She smiled and said, "OK!", closed the door and continued on her route. I smiled the whole walk to work and somehow felt much warmer. I really appreciated the offer and that she stopped even before I got to the station. Thank you so much!

Clay Manders



Lane Transit District

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MONTHLY DEPARTMENT REPORTS

April 21, 2010

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:

- Reviewed the status of the 6th/7th Avenue Alternative with the WEEE Corridor Committee.
- Provided an opportunity for the public to learn about and comment on the WEEE project at open houses that occurred every Tuesday between 1:00 p.m. and 6:00 p.m. at the Next Stop Center.
- Met with the first of three focus groups participating in the West Eugene EmX Extension Design Options (WEEEDO) effort.
- Reviewed the East 11th Avenue station locations with the Lane Council of Governments (LCOG) to review changes to circulation and modeling implications.
- Initiated work efforts with LCOG in the development of data and graphics for the technical reports and the compilation of preliminary information for the Draft Environmental Impact Statement.
- Continued work with consultants, the City of Eugene, and LCOG on transit demand modeling that will serve as the basis for most technical environmental analyses.
- Provided a project overview for members of the Project Management Group and WEEEDO focus groups.

Regional Planning:

- Participated in a meeting with staff working on the development of regional plans and transportation system plans composed of the chief administrative officers for the cities of Springfield and Eugene, Lane County, and LTD.
- Attended the Northwest Rail Summit to review future opportunities for planning and investment in rail mode for the region and state.
- Attended the Beltline Project Management Team meeting to review the alternatives being considered for future study and to discuss options for transit.
- Met with City of Springfield staff to review future right-of-way needs for an EmX corridor along McVay highway.

- Finalized the scope of work and breakdown of costs for the Long-Range Transit Plan through coordination with the funding agency, Oregon Department of Transportation, and the consultant, CH2M Hill.
- Attended a meeting with the City of Eugene, Lane County, and LCOG to review the status of a streetcar feasibility study.
- Welcomed two new planning and development interns who will be helping through the spring term.
- Coordinated with the University of Oregon on the development of topics for the Oregon Transportation and Research Consortium.

Point2point Solutions

Connie B. Williams, Program Manager

Point2point Solutions obtained \$20,000 from the local Surface Transportation Program-Urban fund, for use in the development of the Regional Transportation Options Plan. The funds will be used to create the work plan, the budget, and related tasks. A Transportation Growth Management (TGM) application has been submitted by Lane Council of Governments (LCOG) for the balance of the funding for plan development. LCOG will notify Point2point Solutions regarding the funding status of the TGM program by June 2010. If the funding is not approved, the issue will go back to the Transportation Planning Committee for discussion.

Program Manager Connie Bloom Williams gave a presentation on the Point2point Solutions program to the new Metropolitan Policy Committee's Citizen's Advisory Committee members. Ms. Williams is working with LCOG and local agency transportation staff on the coordination of information and outreach for the 2010 construction season. There are multiple projects occurring in multiple jurisdictions. Coordination of events and sharing of information will be critical to encourage use of alternative modes of transportation and to encourage avoidance of driving in the construction zones during peak hours.

Ms. Williams continued her involvement in the Regional Transportation System Plans work, the Beltline Facility Plan Stakeholder's committee, the August 2010 National Conference for the Association of Commuter Transportation, and several projects within the state of Oregon.

Point2point Solutions began planning for the following events and activities that will be occurring in April and May: the Business Commute Challenge, which includes a media sponsorship with KEZI TV, along with an added "Family Challenge" element to the campaign; the DriveLess.SaveMore ODOT campaign; Eugene Water and Electric Board Earth Day; co-hosting the Statewide Transportation Options Working Group meeting; and a sponsorship for the Willamette Music (and Bike) Festival on the University of Oregon campus.

Point2point Solutions will be working with the City of Eugene on its TravelSmart program, which will take place in the Harlow Road neighborhood.

School Solutions:

School Transportation Project Assistant Lisa VanWinkle gave a presentation to the Bethel School District staff and members of the Bethel Parent Advisory Council regarding the opportunity to apply for Oregon Safe Routes to School funds this spring. The Bethel School District's efforts to establish a Safe Routes to School program will be coordinated by Bethel

School District, Point2point Solutions, and the 4J School District's Safe Routes to School committee.

Ms. VanWinkle; along with traffic planners and traffic engineers representing the Oregon Department of Transportation, City of Eugene, and the City of Springfield; attended two webinars regarding ways to improve walking and cycling conditions in the built environment adjacent to schools.

Work Solutions:

Lane Independent Living Alliance (LILA), which has 26 employees, joined the Group Pass program in March.

Education and Outreach:

Employer Programs Specialist Marcia Maffei gave a presentation to the Climate Masters at Home program participants and to the LTD Operations staff regarding Point2point Solutions programs and services.

Point2point Solutions hosted a national webinar, "How to Implement Successful Teleworking Programs" for the employer program participants.

Rideshare Program Coordinator Tracy Smith participated in a webinar on rural vanpool programs, which was presented by Community Transportation Association of America.

Ms. Smith participated in a social marketing webinar, "Building Motivation over Time," presented by Tools of Change.

On-the-go Solutions:

Twenty-nine commuters were added to the Rideshare database in March for a total of 627 commuters. Many of these registrations are a result of the recent vanpool survey that was completed in February.

Ms. Smith and Ms. Williams met with ODOT, the Public Transit Division, and other statewide transportation options representatives regarding the planning and implementation of the new Statewide Rideshare database.

New Emergency Ride Home (ERH) identification cards with the new Point2point Solutions logo were mailed out to 374 commuters that are registered in the ERH program.

Program Management:

Ms. Smith met with statewide vanpool coordinators, Van Pool Services, Inc., and Oregon Transportation Commission Chair Gail Achterman to discuss possible funding strategies for statewide vanpool programs.

Ms. Smith met with representatives from various statewide transportation options agencies to discuss the coordination and development for standardized statewide metrics.

Ms. Smith, Board Secretary for Transportation Options Group of Oregon (To Go), and Phil Warnock, Board President of To Go, met with To Go's attorney to discuss arrangements for a fiscal sponsorship with the Portland, Oregon, Westside Transportation Alliance.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Fleet Maintenance Building Expansion:

Construction activity continues in the bay extensions, the tire bay, and the administration area. HVAC work and painting is continuing throughout all construction zones of the building. The fleet maintenance staff are working with limited available bus bays for the remainder of the project, and they are doing the best they can to maintain the buses with the disruption of the construction. The administration staff will move back to their newly constructed offices on April 22, at which time the training room can be finished. The construction is still scheduled to be 100 percent complete by the end of April.

Gateway EmX:

Construction is about 65 percent complete and is projected to be completed on schedule. Excavation and construction of EmX stations along Gateway Street and Harlow Road are proceeding as planned. Lane closures to accommodate construction crews will occur on these streets for another two months until all eight platforms are complete. Major roadwork continues to progress south on Pioneer Parkway East between F Street and Main Street. Roadwork on Pioneer Parkway West is nearly complete.

At the Springfield Station, the project engineers are finalizing the platform changes to accommodate another EmX bay and modifications to the events/layover bay and conversion of the on-street parking to an outbound bus bay. Construction will occur during the summer months.

**SERVICE PLANNING, ACCESSIBILITY,
AND MARKETING**

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

Media:

The Annual Route Review process generated a number of stories in *The Register-Guard* and on the radio. A couple of live radio opportunities allowed the District to get into some level of detail regarding the service proposals.

Toward the end of the month, the District received coverage on the West Eugene EmX public process. This process is funded by a state grant that is overseen by the Eugene firm of Cameron McCarthy Gilbert & Scheibe Landscape Architects.

On Thursday, April 1, Lane Transit District was included in a front page story in *USA Today* that highlighted the plight of transit nationally.

Annual Route Review:

Staff have been working very hard to keep up with the changes in the service package and making sure the public had ample opportunities to learn about the proposed changes so that

they were prepared for the final public hearing that took place on April 12. Responses to the changes have been positive.

Summer Bid:

Staff are putting the finishing touches on the summer bid. An extensive *Rider's Digest* Update will be produced. It is unusual to create this piece for summer bid; but with the magnitude of changes, it is imperative that customers have a comprehensive description of the new service and the routes that have been eliminated.

Event Services:

Talks continue with the Oregon Country Fair (OCF). OCF staff have a couple of alternatives for service, but they are still considering whether they will ask LTD to file a petition for an exemption from the Federal Transit Administration. One service option includes LTD providing the service, so it is possible that the District will have a role in the service this year.

A similar situation exists with the University of Oregon (UO), and LTD may find itself involved in providing service to four or five football games this year. This will depend upon the willingness of the private providers to subcontract with LTD. The District will know more about this in the next couple of months.

Outreach Activities:

LTD participated in the first UO Housing Fair. Students who were looking for off-campus housing were invited to this event to meet and hear from local property managers and from agencies like LTD that can help them get to campus from their new housing. The event was well attended.

Board President Mike Eyster and Director of Service Planning, Accessibility, and Marketing Andy Vobora visited with the Springfield Chamber Board and had a good discussion regarding the upcoming budget and service changes. The Chamber Board offered its support in evaluating ways to help LTD be more efficient. General Manager Mark Pangborn will be following up with Springfield Chamber Executive Director Dan Egan to discuss how the Chamber might be involved in new ways.

Mr. Pangborn and Mr. Vobora visited with the Eugene Chamber Local Government Affairs Committee to discuss the budget and service changes. The Committee had good questions and they appreciated the opportunity to hear how LTD was approaching its budget situation.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services staff spent much of March preparing a 1 ½-day training session for the RideSource Call Center eligibility assessment team that took place in early April. Eligibility assessments based on the customer's functional ability will be conducted by staff from Alternative Work Concepts and Senior and Disabled Services' Senior Connections program. Eligibility for RideSource and other human services transportation programs, such as Medicaid, will all be based on the Americans with Disabilities Act transportation eligibility requirements.

Following two months of testing, the final draft of the RideSource Call Center Cost Model has been approved for completion by Nelson Nygaard Consulting Services. The Cost Model will allow LTD to apply true costs of full operations of the call center to the appropriate program resources.

Also in March, Accessible Services staff attended a two-day project management training course provided by the National Transit Institute (NTI) and hosted by Lane Transit District.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

Operations Supervisor Training:

Supervisor training will take place during the week of April 19. This is an annual training primarily for operations supervisors to improve their skills. Other District supervisors also are invited to participate. This year the NTI is providing a two-day supervisor training program, and the week will finish with some team building activities and recertification training. Training Supervisor John Dahl has been working hard to put together this week of training.

Staff Reductions:

Operations staff are in the process of indentifying operators who may be laid off this summer. There are some retirement incentives that still are available and summer furloughs that may be offered to ease the number of layoffs this summer. Operations staff will be working with employees to help them through this process.

Customer Service Center:

The Customer Service Center (CSC) will be reducing its hours and laying off a customer service representative in June. The CSC will close one hour earlier to accommodate the staff reduction.

MAINTENANCE

George Trauger, Director of Maintenance

Articulated Bus Purchase:

The five new hybrid articulated buses are currently being built in St. Cloud, Minnesota. These buses are scheduled for delivery beginning the end of July through the end of August.

Shop Construction Update:

The chassis wash could possibly be finished in the next two weeks. Bays 5, 6, and 7 are getting close to being completed. All construction is scheduled to be completed by May 1, with a walk-through and commissioning scheduled in early May.

Facilities:

The expected completion date for the maintenance office and break room remodel is April 22.

Bus 6106 and 7102:

Bus 6106 was at the Pacific Detroit facility in Ridgefield, Washington, for an electric drive rebuild and was returned to the shop on March 5. Bus 7102 will next be sent for a transmission recall and fire damage.

EmX:

All of the 9100-series buses are close to being ready for service.

Training:

The Washington State Transit Association Maintenance Committee Meeting and Forum will be held in Vancouver, Washington, on May 10 – 12. Inventory Supervisor Mark Hay and Maintenance Supervisor Ernie Turner will be attending.

Spring CPR training will be held on April 23.

Memorial Day Bid:

The Memorial Day bid for holiday work will be posted soon.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Todd Lipkin, Financial Services Manager

Grants Management:

- Grants applications/amendments were executed for the following:
 1. American Recovery and Reinvestment Act funds for bus stop sign replacement.
 2. Transit Investment in Greenhouse Gas and Energy Reduction funds for the hybrid components of 15 buses.

Payroll Processing:

- Sixty (60) payroll checks and 584 payroll direct deposits totaling \$893,463 were made in March 2010 (two pay dates).

Accounts Payable:

- Two hundred ninety-two (292) vendor paper and electronic checks totaling \$4,219,490 were processed during the month of March 2010. This included a total of \$1,100,842 to Wildish Building Company for Gateway EmX Extension-related construction.

Accounts Receivable:

- Fourteen (14) cash fare deposits totaling \$160,258 were processed in March 2010.

Budget Development:

- Materials and services budget requests were input by departments.
- The Capital Improvements program was approved by the Board of Directors after the completion of a 30-day public comment period.
- The Long-range Financial plan was approved by the Board of Directors.

ACCOUNTING/INTERNAL AUDIT

Carol James, Chief Accountant/Internal Auditor

Accounting:

- The February Board report was completed.

Internal Audit:

- Staff completed review of building permits issued by the City of Eugene for the period of September 2009 thru February 2010. Of the 262 non-owner contractors listed on permits, 128 (48.9%) had no LTD payroll tax database listing and another 14 (5.3%) had no current 2009 listing. All 142 were sent to the State for investigation.
- Staff began a review of January check disbursements.

PURCHASING

Jeanette Bailor, Purchasing Manager

Proposals were received and are being reviewed for the Information Technology Department for the data room HVAC upgrade and the security camera design services Requests for Proposal (RFPs). Approved equal requests have been received and are being reviewed and responded to for the RFP for buses. The RFP for buses also included smaller buses for various smaller transit agencies throughout Oregon.

The purchasing assistant will be on maternity leave from mid-April until the end of June. Duties are being reassigned within the department.

Documentation administration continues for the Gateway EmX project, including checking payroll documents and various other FTA requirements.

HUMAN RESOURCES AND RISK MANAGEMENT

Mary Adams, Director of Human Resources and Risk Management

RISK MANAGEMENT

David Lindelien, Risk Manager

Employee Injuries:

A total of nine incidents occurred during the period of March 17 through April 6, with 22 total year-to-date incidents.

Accident Prevention:

Significant activities since March 17:

- The engineering manager and regional sales manager for Q'Straint were onsite to review LTD's current mobility device system and to help improve this system on five articulated buses currently on order. The goal is to maintain and improve customer safety and to reduce the risk of injury to LTD operators when assisting customers with mobility devices. Over the past 10 years, mobility device related injuries are the most expensive object of injury for workers compensation claims.
- Risk Manager David Lindelien is accompanying instructors as they perform annual check rides for bus operators. The purpose of this activity is to introduce LTD safety observation procedures. The instructors are focusing on teaching operators good body mechanics while driving buses and assisting customers with mobility devices.
- Mr. Lindelien attended a vibration ergonomics workshop in Portland that reviewed data collected from the King County transit system in Seattle, Washington. While this information is interesting, data and recommendations for intervention options are not available at this time.

HUMAN RESOURCES

David Collier, Senior Human Resources Analyst

Employee movement:

LTD has recently gained four interns through Lane Community College and the University of Oregon. Planning and Development brought on Price Armstrong and Kevin Belanger, Finance will have the services of Xingping Chen (pronounced "Singping"), and Human Resources and Administration will be sharing the services of Lauri Hanson. They will each be working about 10 hours per week during the spring term, with Price staying longer to help with the West Eugene EmX Extension.

Benefits:

Wilson-Heirgood Associates is in the process of determining how the healthcare reform will affect LTD's dependant coverage.

AGENDA ITEM SUMMARY

DATE OF MEETING: April 21, 2010

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.

ATTACHMENTS: March 2010 Performance Reports
February 2010 RideSource Activity and Productivity Report

PROPOSED MOTION: None

Q:\Reference\Board Packet\2010\04\Reg Meeting 4-21-2010\performance summary.docx

LANE TRANSIT DISTRICT
March 2010 Performance Report
15-April-2010

Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	1,014,861	981,619	+ 3.4%	8,361,716	8,740,518	- 4.3%	11,339,387	11,894,633	- 4.7%
Mobility Assisted Riders	10,607	9,732	+ 9.0%	93,405	89,282	+ 4.6%	125,092	121,481	+ 3.0%
<u>Average Passenger Boardings:</u>									
Weekday	39,086	39,112	- 0.1%	38,012	39,566	- 3.9%	38,625	40,273	- 4.1%
Saturday	18,774	17,488	+ 7.4%	17,885	18,734	- 4.5%	18,241	19,308	- 5.5%
Sunday	10,196	10,241	- 0.4%	9,866	10,976	- 10.1%	10,339	11,184	- 7.6%
Monthly Scheduled Hours	27,845	27,206	+ 2.3%	235,533	236,261	- 0.3%	314,597	315,576	- 0.3%
Boardings Per Schedule Hour	36.4	36.1	+ 1.0%	35.50	37.00	- 4.0%	36.04	37.69	- 4.4%
Weekly Schedule Hours	6,159	6,189	- 0.5%	6,105	6,146	- 0.7%	6,114	6,149	- 0.6%
Weekdays	23	22		192	191		256	255	
Saturdays	4	4		38	39		51	52	
Sundays	4	5		42	42		56	56	
Special Services *									
Passenger Boardings	1,610	1,514	+ 6.3%	104,384	116,542	- 10.4%	104,384	116,542	- 10.4%
Scheduled Hours	67	90	- 25.7%	4,138	4,560	- 9.2%	4,138	4,560	- 9.2%
Boardings Per Schedule Hour	24.1	16.8	+ 43.1%	25.2	25.6	- 1.3%	25.2	25.6	- 1.3%
Passenger Revenues & Sales									
Total Passenger Revenues	\$567,991	\$504,937	+ 12.5%	\$5,162,090	\$4,805,327	+ 7.4%	\$6,903,946	\$6,548,580	+ 5.4%
Average Passenger Fare	\$0.560	\$0.514	+ 8.8%	\$0.62	\$0.55	+ 12.3%	\$0.61	\$0.55	+ 10.6%
Farebox Revenue									
Adult Pass	2,526	1,997	+ 26.5%	19,262	18,223	+ 5.7%	25,071	24,708	+ 1.5%
Youth Pass	162	134	+ 20.9%	1,587	1,299	+ 22.2%	1,973	1,771	+ 11.4%
Reduced Fare Pass	1,103	999	+ 10.4%	9,565	8,653	+ 10.5%	12,928	11,847	+ 9.1%
Adult 3 Month Pass	76	96	- 20.8%	548	669	- 18.1%	721	891	- 19.1%
Youth 3 Month Pass	6	5	+ 20.0%	64	39	+ 64.1%	72	49	+ 46.9%
Reduced Fare 3 Month Pass	85	148	- 42.6%	846	1,173	- 27.9%	1,235	1,572	- 21.4%
Regular Tokens	927	10,688	- 91.3%	23,725	115,268	- 79.4%	48,035	174,412	- 72.5%
Reduced Fare Tokens	6	8	- 25.0%	88	106	- 17.0%	136	155	- 12.3%
Fleet Services									
Fleet Miles	349,552	339,795	+ 2.9%	3,057,361	3,079,203	- 0.7%	4,075,996	4,078,534	- 0.1%
Average Passenger Boardings/Mile	2.90	2.89	+ 0.5%	2.73	2.84	- 3.7%	2.78	2.92	- 4.6%
Fuel Cost	\$181,212	\$118,581	+ 52.8%	\$1,704,879	\$2,070,949	- 17.7%	\$2,174,482	\$3,068,165	- 29.1%
Fuel Cost Per Mile	\$0.518	\$0.349	+ 48.6%	\$0.558	\$0.673	- 17.1%	\$0.533	\$0.752	- 29.1%
Repair Costs	\$232,061	\$202,279	+ 14.7%	\$1,894,095	\$1,632,944	+ 16.0%	\$2,460,948	\$2,188,388	+ 12.5%
Total Repair Cost Per Mile	\$0.664	\$0.595	+ 11.5%	\$0.620	\$0.530	+ 16.8%	\$0.604	\$0.537	+ 12.5%
Preventive Maintenance Costs	\$38,956	\$32,718	+ 19.1%	\$290,652	\$306,988	- 5.3%	\$381,712	\$396,482	- 3.7%
Total PM Cost Per Mile	\$0.111	\$0.096	+ 15.7%	\$0.095	\$0.100	- 4.6%	\$0.094	\$0.097	- 3.7%
Mechanical Road Calls	104	98	+ 6.1%	922	992	- 7.1%	1,230	1,257	- 2.1%
Miles/Mech. Road Call	3,361	3,467	- 3.1%	3,316	3,104	+ 6.8%	3,314	3,245	+ 2.1%

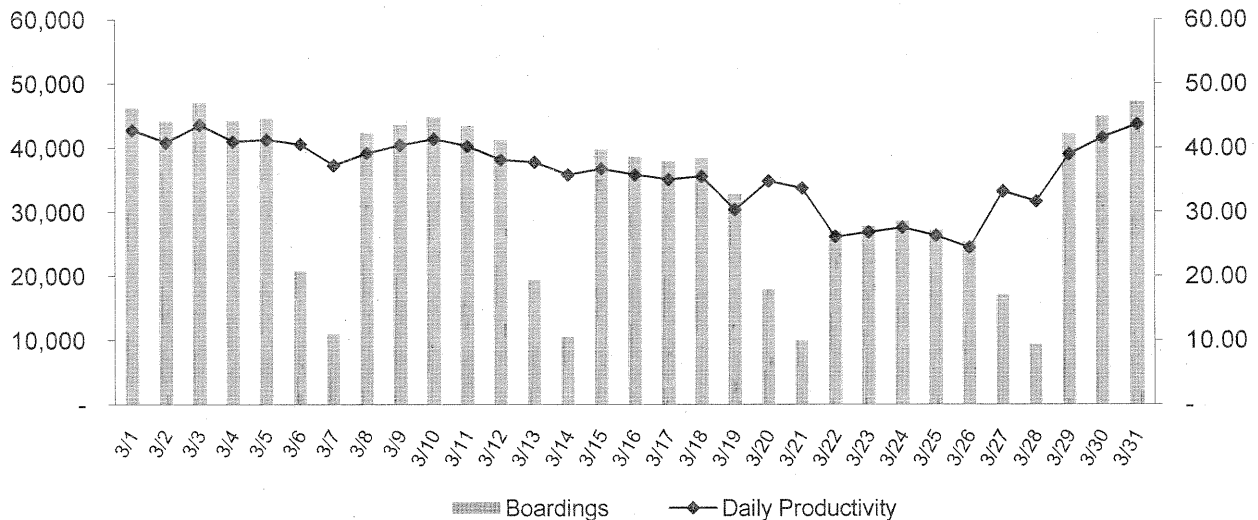
Special Mobility Service

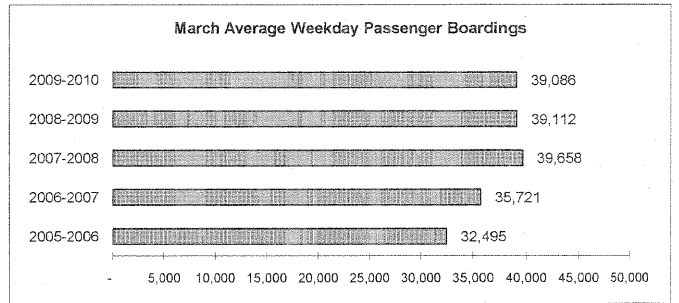
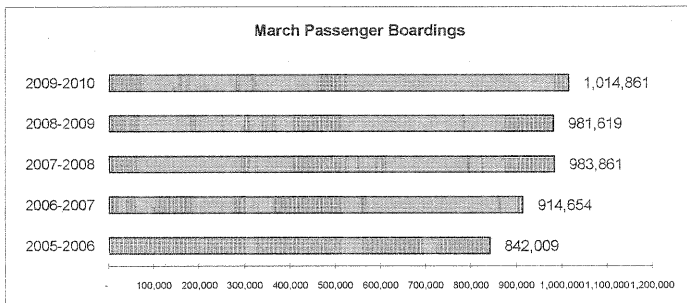
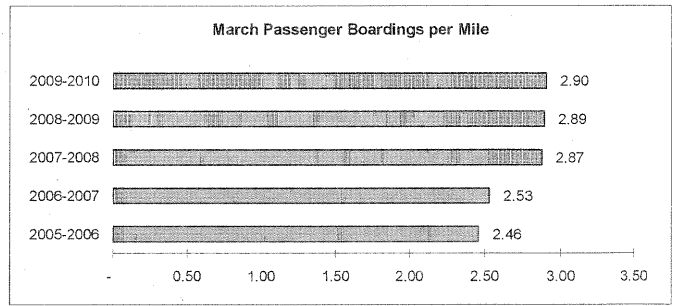
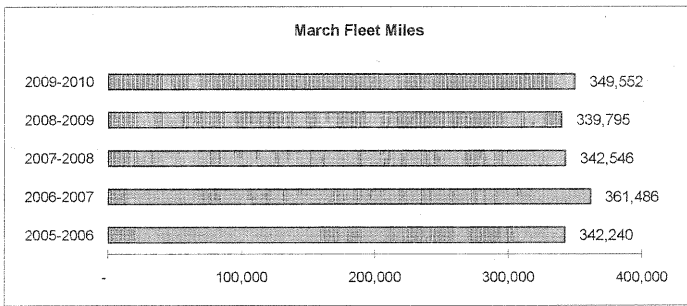
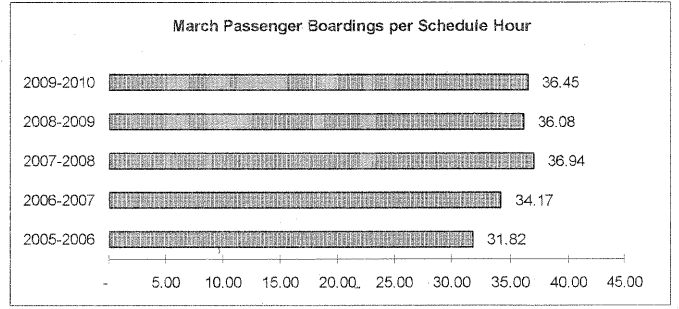
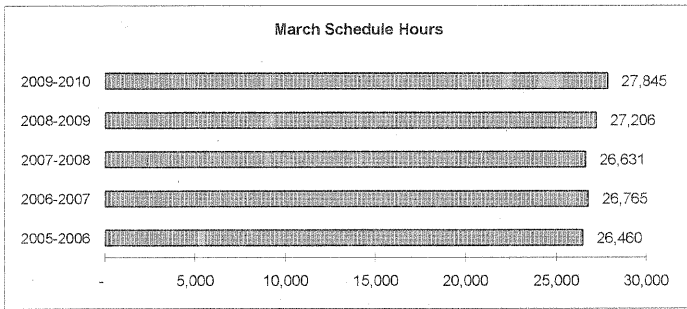
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* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair

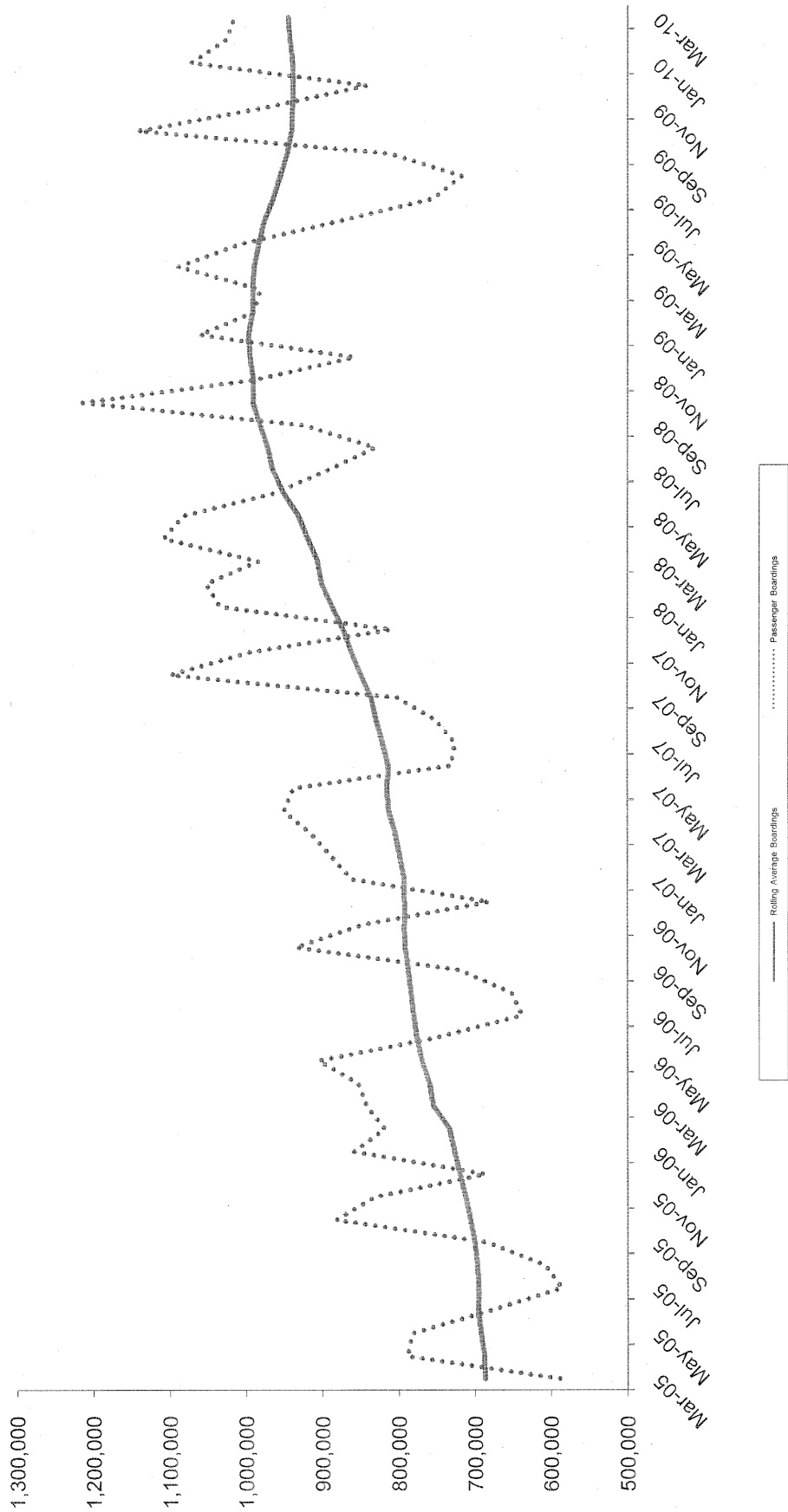
Daily Ridership Recap March 2010

Date	Day	Service	Boardings	Mobility		
				Assisted Boardings	Scheduled Hours	Daily Productivity
3/1/2010	Monday	Weekday	46,173	487	1,079.90	42.76
3/2/2010	Tuesday	Weekday	44,095	344	1,079.90	40.83
3/3/2010	Wednesday	Weekday	47,040	473	1,079.90	43.56
3/4/2010	Thursday	Weekday	44,253	440	1,079.90	40.98
3/5/2010	Friday	Weekday	44,589	474	1,079.90	41.29
3/6/2010	Saturday	Saturday	20,808	312	513.20	40.55
3/7/2010	Sunday	Sunday	10,973	160	294.60	37.25
3/8/2010	Monday	Weekday	42,281	383	1,079.90	39.15
3/9/2010	Tuesday	Weekday	43,676	363	1,079.90	40.44
3/10/2010	Wednesday	Weekday	44,704	473	1,079.90	41.40
3/11/2010	Thursday	Weekday	43,477	396	1,079.90	40.26
3/12/2010	Friday	Weekday	41,152	390	1,079.90	38.11
3/13/2010	Saturday	Saturday	19,377	315	513.20	37.76
3/14/2010	Sunday	Sunday	10,550	170	294.60	35.81
3/15/2010	Monday	Weekday	39,677	399	1,079.90	36.74
3/16/2010	Tuesday	Weekday	38,659	361	1,079.90	35.80
3/17/2010	Wednesday	Weekday	37,878	353	1,079.90	35.08
3/18/2010	Thursday	Weekday	38,395	428	1,079.90	35.55
3/19/2010	Friday	Weekday	32,791	444	1,079.90	30.36
3/20/2010	Saturday	Saturday	17,860	274	513.20	34.80
3/21/2010	Sunday	Sunday	9,932	147	294.60	33.71
3/22/2010	Monday	Weekday	27,044	358	1,035.10	26.13
3/23/2010	Tuesday	Weekday	27,798	387	1,035.10	26.86
3/24/2010	Wednesday	Weekday	28,536	360	1,035.10	27.57
3/25/2010	Thursday	Weekday	27,231	291	1,035.10	26.31
3/26/2010	Friday	Weekday	25,281	309	1,035.10	24.42
3/27/2010	Saturday	Saturday	17,052	287	513.20	33.23
3/28/2010	Sunday	Sunday	9,327	127	294.60	31.66
3/29/2010	Monday	Weekday	42,155	272	1,079.90	39.04
3/30/2010	Tuesday	Weekday	44,929	279	1,079.90	41.60
3/31/2010	Wednesday	Weekday	47,168	351	1,079.90	43.68
Totals			1,014,861	10,607	27,845	36.45





LANE TRANSIT DISTRICT
 Five Year History of Passenger Boardings



Special Mobility Services: RideSource Activity and Productivity Information

	February-10		Prior Year's Month		% Change		Current YTD		Previous YTD		% Change		Current 12 Month		Prior 12 Month		% Change	
	Current Month		Month		Change		YTD		YTD		Change	12 Month		12 Month		Change		
RideSource Ridership	14,549		12,521		16.2%		113,159		106,990		5.8%	168,576		162,411		3.8%		
RideSource(All Modes)	12,104		10,356		16.9%		93,173		86,134		8.2%	138,987		129,933		7.0%		
Shopper	390		439		-11.2%		3,506		3,865		-9.3%	5,387		5,918		-9.0%		
Escort Volunteers-Metro	887		554		60.1%		6,358		5,657		12.4%	8,877		8,880		0.0%		
Escort Volunteers-Rural	1,168		1,172		-0.3%		10,122		11,334		-10.7%	15,325		17,680		-13.3%		
RideSource Cost per Ride	\$ 23.56		\$ 21.97		7.2%		\$ 23.73		\$ 22.48		5.6%	\$ 23.08		\$ 21.98		5.0%		
RideSource(All Modes)	\$ 27.80		\$ 26.02		6.8%		\$ 28.26		\$ 27.32		3.4%	\$ 27.43		\$ 26.87		2.1%		
RideSource Shopper	\$ 12.55		\$ 12.55		0.0%		\$ 12.55		\$ 12.55		0.0%	\$ 12.55		\$ 12.55		0.0%		
RideSource Escort	\$ 3.06		\$ 3.26		-6.2%		\$ 3.16		\$ 3.05		3.6%	\$ 3.19		\$ 2.94		8.4%		
Ride Reservations	12,778		11,196		14.1%		99,265		92,744		7.0%	147,744		140,048		5.5%		
Cancelled Number	1,276		1,056		20.8%		9,927		8,759		13.3%	14,210		12,926		9.9%		
Cancelled % of Total	9.99%		9.43%				10.00%		9.44%			9.62%		9.23%				
No-Show Number	152		98		55.1%		1,014		927		9.4%	1,532		1,467		4.4%		
No-Show % of Total	1.19%		0.88%				1.02%		1.00%			1.04%		1.05%				
Ride Refusals Number	0		9		-100.0%		1		11		-90.9%	2		14		-85.7%		
Ride Refusals % of Total	0.00%		0.08%				0.00%		0.01%			0.00%		0.01%				
Service Hours	6,357		5,400		17.7%		49,135		45,868		7.1%	73,483		69,608		5.6%		
Agency Staff	6,046		5,148		17.4%		47,107		43,713		7.8%	70,372		66,249		6.2%		
Agency SMS Volunteer	311		252		23.4%		2,028		2,155		-5.9%	3,111		3,359		-7.4%		
Avg. Trips/Service Hr.	1.97		2.00		-1.5%		1.97		1.96		0.5%	1.96		1.95		0.5%		
RideSource System Miles	86,786		75,536		14.9%		670,548		633,479		5.9%	1,003,795		960,326		4.5%		
Avg. Miles/Trip	6.95		7.00		-0.7%		6.94		7.04		-1.5%	6.95		7.07		-1.6%		
Miles/Vehicle Hour	13.65		13.99		-2.4%		13.65		13.81		-1.2%	13.66		13.80		-1.0%		
On-Time Performance %	83.8%		86.2%		-2.9%		83.5%		86.3%		-3.3%	84.1%		86.9%		-3.1%		
Sample	10,906		8,965				83,250		73,231			121,870		111,726				
On-Time	9,136		7,731				69,509		63,202			102,537		97,051				

- 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: April 21, 2010

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. **Approval FY 2010-11 Pricing Plan and Second Reading Amended Fare Ordinance:** The second reading and adoption of Seventeenth Amended Ordinance No. 35 are scheduled for the May 19, 2010, Board meeting.
- B. **Long-Range Transit Plan:** The focus of the presentation at the May 19 Board meeting will be a review of a draft vision statement. The Board will receive periodic updates on the Long-Range Transit Plan as the plan's development moves forward.
- C. **Franklin EmX and Gateway EmX Updates:** Staff will present design changes and a construction update at the May 19 Board meeting.
- D. **Special Event Service Update:** Private charter operators have expressed interest in the services that LTD has traditionally operated. At the May 19 Board meeting, staff will provide an update on where planning for event services stand at this point in the year and whether LTD will play a role in providing shuttle services.
- E. **Budget Committee Meeting:** The LTD Budget Committee is scheduled to meet on Wednesday, May 19, at 6:30 p.m., immediately following the regular Board meeting. The Committee has scheduled a second meeting to be held on May 20 at 6:30 p.m., if needed.
- F. **FY 2009-10 Supplemental Budget:** The Board will be asked to approve a supplemental budget for the current fiscal year at the June 16 Board meeting.
- G. **FY 2010-11 Budget Adoption:** In May, the LTD Budget Committee will discuss the proposed Fiscal Year 2010-11 budget. The budget approved by the Budget Committee will be on the agenda for adoption by the LTD Board of Directors at the June 16 Board meeting. The budget must be adopted before the end of the fiscal year on June 30.

- H. **Election of Board Officers:** At the June 16 Board meeting, the Board will elect from its members a president, vice president, secretary, and treasurer to fill two-year terms beginning July 1, 2010.
- I. **Review Pension Funding Structure:** The Board has asked that the alternative pension trust models be explored. This will be done as part of the budget process and will be brought back to the Board during budget discussions at the June 16 Board meeting.
- J. **RideSource Call Center Brokerage First Year Report:** Accessible Services staff will present an update to the Board of the first year of Call Center operations at the June 16 Board meeting.
- K. **Joint Meeting with Lane County Board of Commissioners:** Staff are in the process of rescheduling a joint meeting of the LTD Board and the Lane County Board of Commissioners for sometime in the late fall after completion of the West Eugene EmX Extension Draft Environmental Impact Statement. Work session items will include a discussion of transit funding options; updates on Franklin EmX ridership, the Gateway EmX project, West Eugene EmX project status and the selection of the locally preferred alternative; and a discussion of the Long-Range Transit Plan.
- L. **West Eugene EmX Extension (WEEE) Updates:** Periodic updates on the progress of the planning and alternatives analysis of the WEEE project will be provided to the Board throughout the project.

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