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Public notice was given to *The Register-Guard* for publication on June 10, 2010.

**LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING**

**Wednesday, June 16, 2010  
5:30 p.m.**

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

**A G E N D A**

Page No.

I. CALL TO ORDER

II. ROLL CALL

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

III. PRELIMINARY REMARKS BY BOARD PRESIDENT

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V. BOARD CALENDARS (5 minutes) 5

VI. BUS OPERATOR JOHN PERRY 40<sup>TH</sup> ANNIVERSARY (10 minutes)

VII. EMPLOYEE OF THE MONTH – July 2010 (5 minutes) 6

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.*

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3. Minutes of the March 17, 2010, Regular Board Meeting (Page 24)
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**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).**

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 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:** June 16, 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 summer vacation dates.

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

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** JULY 2010 EMPLOYEE OF THE MONTH

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

**BACKGROUND:** **July 2010 Employee of the Month:** The July 2010 Employee of the Month is Bus Operator Tim Jacobson, who began working for LTD in April 1997. He is an EmX Operator, has received three different monthly value awards, and has received the Safe Driving Award 12 out of his 13 years with the District. Tim was nominated for Employee of the Month by a coworker who wanted to recognize Tim for his willingness to help out whenever he is asked. On many occasions Tim has agreed to take on extra routes without hesitation, even when one is a late night shift with the next one occurring early the next day.

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

Since Tim began working at LTD, he has made steady progress in developing a style that encompasses the four core values of LTD. He has made every effort to provide LTD customers with consistent service delivery, and he treats all of his customers with the utmost respect and dignity. He also is very helpful and considerate to customers with special needs.

Tim's positive attitude and good nature has provided an inspiration for many past and present employees who regard him as a genuine role model. Tim is very deserving of this most prestigious award. We all appreciate being around him and wish nothing but the best in his future at LTD.

Congratulations to Tim on being selected as the July 2010 Employee of the Month.

**AWARD:** Tim will attend the June 16, 2010, meeting to be introduced to the Board and receive his award.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 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 June 16, 2010:

1. Approval of the Minutes of the February 17, 2010, Regular Board Meeting
2. Approval of the Minutes of the March 8, 2010, Special Board Meeting/Public Hearing
3. Approval of the Minutes of the March 17, 2010, Regular Board Meeting
4. Approval of the Resolution Reaffirming LTD's District Boundaries

**ATTACHMENTS:**

1. Minutes of the February 17, 2010, Regular Board Meeting
2. Minutes of the March 8, 2010, Special Board Meeting/Public Hearing
3. Minutes of the March 17, 2010, Regular Board Meeting
4. LTD Resolution No. 2010-020, Reaffirming District Boundaries

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

LTD Resolution No. 2010-019: It is hereby resolved that the Consent Calendar for June 16, 2010, is approved as presented.

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

Wednesday, February 17, 2010

Pursuant to notice given to *The Register-Guard* for publication on February 11, 2010, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting/work session on Wednesday, February 17, 2010, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

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

Absent: Dean Kortge, Secretary

**CALL TO ORDER/ROLL CALL:** Mr. Eyster convened the meeting and called the roll at 5:34 p.m. With the exception of Mr. Evans and Mr. Kortge, all Board members were present.

Mr. Evans arrived at 5:37 p.m.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Mr. Eyster mentioned that the LTD staff presentations to the governing bodies of Eugene, Springfield, and Lane County regarding LTD's anticipated service reductions. Mr. Pangborn added that Lane County Commissioner Pete Sorenson encouraged the Board to find another funding source for transit.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA:** There were no announcements or additions to the agenda.

**BOARD CALENDARS:** Mr. Pangborn reviewed the Board calendars.

#### **WORK SESSION**

**Public Comment from February 11 Hearing on Proposed Service Changes:** Director of Service Planning, Accessibility, and Marketing Andy Vobora reviewed the routes proposed to be deleted, adjusted, and added for the summer bid.

Referring to the elimination of the Route 60, Mr. Gillespie reported on a constituent who expressed concern that deletion of the route would lead to increased RideSource use at a higher



cost. Mr. Vobora acknowledged that those at the periphery of the route were some distance from service. He said that the route was a commuter service with limited morning and afternoon trips, and staff did not observe many seniors or people with disabilities currently on the route. Mr. Vobora acknowledged that it was possible that eliminating the service would qualify someone for RideSource. He added that Eugene City Councilor Betty Taylor had raised the issue that it could be perceived that LTD is trading fixed-route costs for paratransit costs. While LTD did not want to do that, it is difficult to analyze the actual effect of the reduction. He said that staff would track the ridership to get an idea of the number of people that may qualify for RideSource, and would then evaluate the value of reinstating Route 60 service.

Responding to a question from Mr. Eyster, Mr. Vobora acknowledged that there were no changes to the summer bid package as a result of public comment.

Mr. Evans discussed the recent Board Service Committee meeting and the concerns expressed by Committee members regarding the impact of reductions on residents who needed the bus to reach their jobs and daily appointments. He believed that staff had done a thorough job of modifying the system to have the least amount of damage to service. Mr. Evans suggested that LTD needed to further educate riders to become accustomed to doing things that they were not currently accustomed to doing in order to get used to the changes in the system.

Ms. Towery, also a member of the Board Service Committee, said that her concern was based on the District's core value of providing service. She believed that if LTD placed a demographic overlay on some of the route reductions proposed, concentrations of higher poverty and lower income levels in affected areas would be found. She was concerned that LTD had not heard from the people living near certain areas, such as the Fairview area and the Q Street area in Springfield, who were not used to offering public testimony but would be impacted by service reductions. Residents such as these could not afford to simply call a taxi. Ms. Towery suggested that in some cases the cuts could be a tipping point for low-income families that could cause them to fail.

Ms. Towery acknowledged the need for a balanced budget; but she wondered if at some point the District would need to reconsider its approach because the reductions contemplated were too deep. She suggested that the Board have some creative conversations with its community partners and request their assistance in keeping the service intact. She reported that the Board Service Committee had asked staff for demographic information that could be overlaid on LTD route maps. This information could help the Board determine if the impact to one area from a proposed reduction was more damaging than the impact of a reduction in another area.

Mr. Evans said that the Service Committee discussed proposing that the Board reconsider the reductions from a values standpoint. He wanted to know how much adverse impact the reductions would have on transit-dependent citizens. He also advocated that LTD begin to think about how to make the transition to a public utility. Mr. Evans cited the work of William Julius Wilson, who believed that public transit was a key linkage to mobility access and that reductions in public transit increased poverty levels at an exponential rate. He said that many transit-dependent residents were the working poor and needed the bus to reach their jobs because they could not afford taxis. Mr. Evans suggested that, to be more strategic, the Board incorporate even more of the human factor into its deliberations. He believed that the impact of the reductions on the working poor would have a negative impact on the employers who paid the payroll tax that supported LTD.

Mr. Necker had suggested to Service Committee members that the District could not concentrate totally on the transit dependent because it was important to attract choice riders and to keep cars off the road. However, he agreed with Ms. Towery and Mr. Evans about the importance of serving the transit dependent. He was not sure how LTD would manage if it moved away from a productivity approach as it was easy to quantify productivity but more difficult to measure the human factor.

Mr. Gillespie agreed about the importance of considering the demographics of residents who would be impacted by the reductions. He recalled hearing about the high percentage of Springfield students on free and reduced lunches and the fact that a small percentage of Springfield high school students move straight on to the University of Oregon. He implied that when bus service went away, former riders would not take taxis but would instead drive old cars without insurance or licenses. He suggested that if an additional percent was taken from a more productive route, it would be easier for the users of that route to adjust than it would be for the users of a route that was entirely eliminated.

Mr. Vobora said that staff would return to the Board in March to discuss the productivity coverage standard.

Mr. Vobora mentioned the District's tentative proposal to restore service to the Q Street area of Springfield. He stated that the proposal would require the Board to lower the service reduction goal to 18.5 percent. Then staff would need to find the additional savings in other operations, use more reserves, or bring forward a reduction from the Tier II list of reductions anticipated for 2012. Speaking to the concept that riders of higher productivity routes such as Thurston could adjust, Mr. Vobora pointed out that the Thurston route currently used 60-foot buses, ran every ten minutes, was always full, and people were already being left behind. He questioned what the effect would be on low-income and senior residents living along that corridor if the route frequency were reduced.

Mr. Necker did not want to consent to a lower percentage reduction than was originally agreed upon if it put LTD at risk of having to do an extreme system redesign one or two years in the future. He stated that, as a wheelchair dependent transit user, he chooses to take an earlier bus than the one he needs just in case the wheelchair bays on the bus are already full. This has ensured that he arrives at appointments on time. While he believed that LTD would receive criticism, he also believed that other users could make adjustments also. Mr. Necker maintained that the human factor needed to be considered, and he agreed with Mr. Gillespie that users of high productivity routes could adjust to losing a bus route easier than residents of low-income areas.

Mr. Dubick commended Planning staff for their willingness to make adjustments to fill gaps in service. He did not believe that the District should be thinking in a "service/no service" mode but should look to more complicated approaches. He thought that the District needed to be flexible in the adjustments it made and the options it offered to the public.

As a member of the Finance Committee, Mr. Dubick said that there was a certain point beyond which LTD could not go because it simply did not have the money. He pointed out that no Board member wanted to reduce services; however, there was a bottom line for the long-term health of the organization that the Board members needed to keep in mind. He believed that the Board needed to find another way to address the District's problems, other than planning to spend money it did not have.

Service Planning Manager Will Mueller added that Planning staff had met earlier that day to discuss how to realize an additional .7 percent in reductions, and they had struggled to come up with even .4 percent. He referred to some of the reductions contemplated in Tier II as a means of conveying the difficulty of realizing additional savings.

Mr. Vobora said that Mr. Mueller's remarks spoke to a concern that he had about a broader discussion regarding the allocation of service. Mr. Vobora did not anticipate anything that would save LTD from the 2010 changes, and he suggested that communicating with the public about route reductions while the Board was in the midst of a large discussion about service allocations would be challenging. If the Board was proposing to shift productivity for coverage, staff would need to know that sooner rather than later so that the message could be communicated to the public. He said that even if that shift was made, people would still be affected by reductions.

Mr. Evans noted that elimination of all weekend service did not even bring the District to the percentage target that the Board had been discussing. He believed that the reductions being contemplated represented a draconian redesign with tremendous ramifications. On a positive note, Mr. Evans considered Point2point Solutions as part of a strategy that the District could use to augment fixed-route service reductions. He pointed out that some communities had developed their own van services when they were cut off from transit services, and he suggested that using Point2point Solutions might be a strategy that LTD could consider. That service could be aligned with the fixed-route system. Mr. Vobora said that while LTD did not have anything quite like that in place, it certainly could be considered.

Ms. Towery acknowledged that there were no easy tradeoffs, but she emphasized that a demographic data overlay could affect some of the Board's decisions.

Mr. Vobora noted that LTD was obligated to consider demographic issues through its Title VI analysis; although that was a broader community examination rather than a neighborhood-by-neighborhood examination.

Mr. Pangborn asked about the possibility of eliminating LTD's holiday service. Mr. Vobora indicated that he would ask Mr. Mueller to analyze the suggestion. He noted that the University of Oregon operated on some holidays, which would complicate the issue.

Mr. Gillespie, Mr. Eyster, and Mr. Necker said that they found the suggestion of eliminating holiday service interesting. Mr. Necker asked that the amount of savings be quantified by staff.

Mr. Pangborn believed that LTD would face another 20 percent reduction in FY 2012-13. He said that Salem transit deleted Saturday service when it recently had its financial crisis and then realized that it would have to do a route redesign. Salem went toward a productivity model almost exclusively and is now a commuter service that stops running at 8:30 p.m. on week days.

Mr. Evans asked what the system would look like if a provider wanted to provide premium service at a premium rate on some LTD routes. He added that LTD could retain basic service for the transit-dependent and subcontract a premium service for choice riders. Mr. Pangborn said that typically all service was subcontracted, such as in Las Vegas, Nevada, and Salem. The decision to contract out dial-a-ride service was made many years before; however, it was considered the least desirable service from the point of view of the drivers. LTD was able to subcontract that out, but Mr. Pangborn did not believe that would be the case now as the union was very protective of

the services being provided. LTD had contemplated subcontracting a Coburg route to a private provider; however, the union succeeded through arbitration in claming that work as union work.

Mr. Gillespie questioned what the transition looked like to the rider when moving from one system to another. He did approve of Mr. Evans' suggestion about using Point2point Solutions. He mentioned a service that consisted of a 15-passenger van with a bicycle rack that picked up people at the River Road Park & Ride and took them to Junction City.

Mr. Gillespie acknowledged Mr. Dubick's remarks about the budget and commended staff on the process they were following. He recommended that the District give people information about what their options were based on the changes that had been made. For example, he thought that staff had done a thorough job of addressing the concerns expressed by people who did not want to see the Breeze eliminated by providing them with information about what their options were. Mr. Eyster concurred.

**Legislative Update:** Mr. Eyster postponed item to a later point in the agenda.

**EMPLOYEE OF THE MONTH:** Financial Services Director Todd Lipkin recognized Payroll Technician Jeff Hoss as LTD's March Employee of the Month (EOM), noting that it was Jeff's second time to be recognized as an EOM. He said that Mr. Hoss was dedicated to providing LTD employees with excellent service and worked with them when they had a problem. Mr. Lipkin said that Mr. Hoss made his job easier on a daily basis.

Mr. Hoss said that he came to work every day with three goals: 1) to do the best work possible, 2) to do it with enthusiasm; and 3) to encourage others while in the course of doing his job. He said that it was a privilege and an honor to work for an organization such as LTD, with its many employees who strive for excellence in everything they do. He loves what he does and is thankful to be able to do it.

Mr. Eyster thanked Mr. Hoss, presented him with a check, a pin, and a letter recognizing the accomplishment.

#### **WORK SESSION** (Continued)

**Legislative Update:** Due to the retirement of Assistant General Manager Stefano Viggiano, Mr. Pangborn reported that Director of Human Resources and Risk Management Mary Adams would now be responsible for local and state governmental relations, while Mr. Vobora will be addressing governmental relations at the federal level. Mr. Pangborn then introduced Doug Barber of Lobby Oregon who was now LTD's representative at the State legislature.

Mr. Barber provided an overview of the special 2010 Legislative Session as it related to transit issues.

Mr. Barber reported that the Legislature would refer a constitutional amendment to the November 2010 ballot calling for annual legislative sessions.

Mr. Evans wanted to know if the Legislature had discussed climate change legislation that might include more funding for transit services. Mr. Barber indicated that he had heard no discussion of the subject during the current legislative session.

Mr. Evans believed that LTD had a stake in that discussion and should track any initiatives. Mr. Eyster agreed, and then he suggested that LTD might want to initiate a proposal. Mr. Barber said that he would follow up on the status of current discussions.

**AUDIENCE PARTICIPATION:** There was no one present who wished to speak.

#### ITEMS FOR ACTION AT THIS MEETING

**MOTION** **Consent Calendar:** Mr. Dubick moved adoption of LTD Resolution 2010-005: It is hereby resolved that the Consent Calendar for February 17, 2010, is approved as presented. Mr. Necker provided the second. The Consent Calendar consisted of the minutes of the January 11, 2010, Special Board Meeting/Work Session.

**VOTE** The Consent Calendar was approved as follows:  
 AYES: Dubick, Eyster, Necker, Evans, Towery, Gillespie (6)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Kortge (1)

**Public Hearing and Approval – Federal Grant Applications:** Mr. Lipkin presented the grant application and reviewed the projects to be funded:

- Surface Transportation Funds—Secured: Point2point Solutions Rideshare activities, hybrid electric articulated bus (\$1,341,809)
- 5307 Urbanized Area Formula Funds—Secured: Fleet Facility Renovation, Franklin EmX intersection resurfacing, vanpool capital cost of contracting, miscellaneous equipment, signal and communications (\$1,346,167)
- 5309 Bus and Bus Facilities Funds—Secured: Accessible Services vehicles, passenger information – Franklin EmX, passenger boarding improvements, hybrid electric articulated bus (\$1,806,143)
- 5317 New Freedom Funds—Secured: Mobility management (\$146,944)
- Livability Bus Program—Unsecured: Gateway Park & Ride, replacement buses (\$10,075,360)

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

**MOTION** Mr. Evans moved adoption of LTD Resolution 2010-006: It is hereby resolved that the LTD Board of Directors approves the proposed grant applications listed above, which total \$14,716,423 in federal funds and authorizes the general manager to submit these applications to the Federal Transit Administration for approval. Mr. Dubick provided the second.

**VOTE** The motion was approved as follows:  
 AYES: Dubick, Eyster, Necker, Evans, Towery, Gillespie (6)  
 NAYS: None

ABSTENTIONS: None  
EXCUSED: Kortge (1)

**2010 Annual Route Review – Summer Bid Package Approval:** Mr. Vobora reported that 6.75 percent would be the total service reduction if the bid package were adopted by the Board.

MOTION Mr. Evans moved adoption of LTD Resolution 2010-007: Be it resolved that the LTD Board of Directors hereby adopts the 2010 Summer Bid Service Reduction Package as presented. Mr. Dubick provided the second.

VOTE The motion was approved as follows:  
AYES: Dubick, Eyster, Necker, Evans, Towery, Gillespie (6)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Kortge (1)

**ITEMS FOR ACTION AT THIS MEETING**

**Human Resources Committee Recommendation – Approve General Manager Goals and Objectives:** Mr. Pangborn called attention to the goals listed in the packet. He suggested that Goal No. 4 be augmented to indicate that the District would seek additional funding for transit services as well. He noted that Eugene Mayor Kitty Piercy and Lane County Board of Commissioner’s Chair Pete Sorenson had urged LTD to seek additional funding sources. Mr. Pangborn anticipated that such a source would be a state or local source, and further anticipated that staff would return to the Board in the fall, or sooner, with a recommendation in that regard.

Mr. Eyster asked Mr. Pangborn to consider what role the Board could play in that discussion. Mr. Pangborn said that the Board was a very diverse group that represented many different parts of the community, and he was hopeful that each Board member could play a role representing his/her constituents as well as the entire community. Mr. Necker offered that there would be many opportunities for Board members to testify before the legislature.

Mr. Eyster suggested that LTD was at the core of environmental preservation and sustainability in the community and also played a role in getting people to work. He believed that if the State was giving incentives to groups in order to cut down on greenhouse gases and drive economic development, LTD would be a part of that.

Mr. Evans referred to Goal No. 7 and asked that the goal be amended to indicate that LTD would continue to provide opportunities for women- and minority-owned businesses. He believed it would help the community’s economic development profile as well. Mr. Pangborn replied that those elements were part of the goal, and he would ensure that they were included. He recognized Purchasing Manager Jeanette Bailor as critical to that effort.

MOTION Ms. Towery moved adoption of LTD Resolution 2010-08: It is hereby resolved that the LTD Board of Directors approve the General Manager 2010 Goals and Objectives as recommend by the LTD Board of Directors Human Resources Committee and as amended by the Board. Mr. Dubick provided the second.

VOTE The motion was approved as follows:  
 AYES: Dubick, Eyster, Necker, Evans, Towery, Gillespie (6)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Kortge (1)

**PUBLIC HEARING – REVISED CAPITAL IMPROVEMENT PROGRAM (CIP):** Mr. Lipkin provided the presentation, referring the Board to the CIP information found in the packet. He asked the Board to hold a public hearing and anticipated Board action on March 4.

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

Responding to a question from Mr. Necker, Mr. Lipkin said that the federal formula funds were a certainty.

#### **ITEMS FOR INFORMATION AT THIS MEETING**

**Board Member Reports:** Regarding the West Eugene EmX Extension (WEEE) Corridor Committee meeting on February 3, Mr. Evans reported that there continued to be community concern that the District had already decided on the location of the WEEE route. Mr. Evans said that he had explained to one meeting attendee that nothing was removed from consideration yet. He believed that the Committee was making progress toward selection of a locally preferred alternative. Mr. Schwetz relayed that in January, the Board had appointed three new members to the EmX Steering Committee. One of the new members was Josh Skov, who also was chair of the Eugene Sustainability Committee. Mr. Skov had attended the recent West Eugene EmX Extension Corridor Committee meeting and provided technical information about greenhouse gases and air quality that was useful to the Committee.

Mr. Eyster said that the Metropolitan Policy Committee passed the Surface Transportation Program-Urban recommendations for transit funding. Mr. Schwetz said that the application will be included as part of the Metropolitan Transportation Improvement Program amendment, which would happen in April.

Ms. Towery asked that Mr. Pangborn try to reschedule the joint meeting with the Lane County Board of County Commissioners and the LTD Board. Ms. Towery stated that it was vital that LTD continue to forge partnerships among all public entities whose services are critical to the quality of life in this community.

**American Recovery and Reinvestment Act Reporting:** Mr. Lipkin reviewed the reporting requirements for the American Recovery and Reinvestment Act.

**Monthly Financial Report:** Director of Finance and Information Technology Diane Hellekson reviewed the January financial statements, reporting that payroll tax receipts had improved somewhat. LTD's payroll tax receipt status reflected the current information provided at the recent Economic Forum. It was reported at the forum that the recession was over; however, it was forecasted that Oregon's recovery would be slow. She reported that ridership in January increased by 1.1 percent, and there was a recovery in fares collected. Starting in February, LTD would begin drawing down the fuel reserves in Coos Bay to keep fuel costs down.

Mr. Gillespie left the meeting at 7:27 p.m.

**MOTION EXECUTIVE SESSION:** Ms. Towery moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Necker provided the second.

**VOTE** The motion was approved as follows:  
AYES: Dubick, Eyster, Necker, Evans, Towery (5)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Kortge, Gillespie (2)

The Board entered executive (non-public) session at 7:28 p.m.

**RETURN TO REGULAR (OPEN) SESSION:** The Board returned to regular session at 8:30 p.m.

**ADJOURNMENT:** Mr. Eyster adjourned the meeting at 8:30 p.m.

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Board Secretary

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/PUBLIC HEARING ON FARES AND SERVICE

Monday, March 8, 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 special Board meeting/public hearing on fares and service on Monday, March 8, 2010, beginning at 5:30 p.m., in the Bascom-Tykeson Room of the Eugene Public Library at 100 W. 10<sup>th</sup> Avenue, Eugene.

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

Absent: Greg Evans, Vice President  
Michael Dubick

**CALL TO ORDER/ROLL CALL:** Mr. Eyster convened the meeting and called the roll at 5:31 p.m.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Mr. Eyster thanked the members of the public for their attendance and their input during the Annual Route Review process. He indicated that these are very hard decisions that LTD has been attempting to make in recent weeks. He noted that everyone who worked at the District was committed to providing excellent transit services to the community, and that it was very difficult for LTD as an organization to have to consider reducing service. He noted that the current budget shortfall was expected to last for at least the next two years, and that the current considerations of service reductions were being taken in order to protect the long-term financial integrity of the LTD system.

Mr. Eyster wished to clarify certain public misconceptions regarding the nature of funding for LTD's EmX system, and noted that the funding for the current EmX system and its future expansions could not be redirected to the District's operating budget. He stated that the EmX bus rapid transit system continued to be a highly effective means of transporting a large number of people in a very cost-effective manner.

Mr. Eyster noted that the current service reduction discussions were intended to address both the short- and long-term financial viability of LTD.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA:** Mr. Eyster briefly commented on the public testimony format to be used for the meeting.

**PUBLIC HEARING – FISCAL YEAR 2010-2011 PRICING PLAN:** Director of Service Planning, Accessibility, and Marketing Andy Vobora provided an overview of the pricing plan update. He noted that the LTD fare policy states that the District will evaluate changes in pricing on an annual basis to be adopted by ordinance. He further noted that the first reading of the fare ordinance would be conducted during the April 21, 2010, regular Board meeting. Mr. Vobora said that LTD had a policy of rotating fare increases and that system-wide fares did not change simultaneously. He reported that the current fare increases would only affect the monthly passes, which were last updated in September 2008. He noted that no fare increases had been recommended with respect to cash fares, daily passes, RideSource fares, or group passes.

The details of the proposed fare increases are as follows: 1) increase the adult monthly pass price from \$45.00 to \$48.00; 2) increase the adult three-month pass from \$122.00 to \$130.00; 3) increase the youth and half-fare monthly pass prices from \$22.50 to \$24.00; and 4) increase three-month youth and half-fare passes from \$61.00 to \$65.00.

Mr. Vobora noted that the methods by which the District determined fare increases had evolved over time and involved reviews of peer agency pricing structures. Mr. Vobora noted that the LTD fares compared favorably to a group of similarly sized transit agencies from around the country. He stated that LTD stayed relatively average within the pricing models of the transit agencies that had been reviewed.

**Public Hearing on Proposed Fare Changes:** Mr. Eyster opened the public hearing and called for testimony.

**Cindy Helvington**, Marcola Road, Springfield, addressed the fare increases and noted that she could not afford the proposed monthly rate increase. She further maintained that insufficient time had passed since the most recent rate increase.

**Michael Gannon**, (street not given), Eugene, stated that he believed that LTD had not gone far enough in asking for help and support from the community with regard to fare increases. He believed that LTD needed to work harder at selling itself to the community as an efficient public transportation system. He further noted that the peer group fare comparison that Mr. Vobora had mentioned was not particularly effective for the public because it gave no indication as to what specific transit services were offered by other transit agencies.

**Trudy Rodgers**, High Street, Eugene, asked if the reduced-fare monthly passes also were being increased. Mr. Vobora restated that the cost of the half-fare, three-month passes would be raised from \$61.00 to \$65.00.

There being no further testimony, Mr. Eyster closed the public hearing.

**PUBLIC HEARING – 2010 ANNUAL ROUTE REVIEW:** Mr. Vobora reported that LTD staff had conducted a number of public outreach events in order to provide information and solicit feedback regarding proposed LTD service reductions and route revisions. He further noted that valuable public feedback regarding the proposed service changes was still being collected and reviewed. Mr. Vobora added that LTD staff would present the final package recommendation on the 2010 Annual Route Review to the LTD Board at its regular Board meeting on April 21, 2010.

Mr. Vobora stated that the first phase of the LTD service revisions, totaling approximately 7 percent of the District's service hours, had been approved by the LTD Board on February 17,

2010. He noted that the first phase of service revisions would be implemented in June 2010. He further stated that, pending Board approval, the second and third phases of the service redesign would be implemented in September 2010 and January 2011, respectively.

Mr. Vobora displayed an LTD system map and provided a detailed overview of the proposed service revisions in each sector of the map.

Mr. Vobora reported that LTD was recommending the restoration of the midday service on Route 52 along River Road.

Mr. Vobora noted that Route 36 was expected to become the "workhorse route" in the West Eugene area.

Mr. Vobora said that, as the service revisions were implemented, many of the operating characteristics of the previous service coverage would be carried over in terms of the span and frequency of those transit services.

Continuing, Mr. Vobora noted that many of the service revisions in the Springfield area would be significantly affected by the implementation of the Gateway EmX service in January 2011.

Mr. Necker asked where LTD stood with respect to the negotiations with the City of Springfield on the two-inch overlay for the Gateway EmX expansion. Mr. Vobora replied that negotiations and discussions in that regard were ongoing and that various funding options for the overlay requirement were being explored. He indicated that City engineering staff had shown no indication that less overlay along the Gateway EmX expansion area would be acceptable.

**Public Hearing on Proposed Service Changes:** Mr. Eyster opened the public hearing and called for public testimony.

**Jerry Buchanan**, Marcola Road, Springfield, asked if Route 18 would continue to run on Sundays. Mr. Vobora responded that the service would continue to run on Sundays but that it had not yet been determined how late the bus would run.

**Alice Pueschner**, Barber Drive, Eugene, stated that she was a former bike rider and a regular rider on Route No. 25. She was concerned about how she would be able to travel to the Willamette Street and 29th Avenue area under the proposed service revisions to that route.

**Pastor (no first name given) Turrell**, Quinalt Street, Springfield, was very concerned about the changes to Routes 18 and 19 and their effects on the residents of McKenzie Village where he lived. He noted that under the service reductions, the closest LTD bus stop would be more than a half-mile away from McKenzie Village and noted that significant numbers of children, senior citizens, and disabled persons would be adversely affected.

**Wendy Butler-Boyeson**, City View, Eugene, thanked the Board for its work regarding the fare increases and the service revisions. She said that she was concerned about bus service in the South Eugene area, and she suggested that elongating the No. 76 or 78 routes might be a way to provide better service coverage for that area.

**Chuck Hauk**, Park View Drive, Eugene, spoke in his capacity as the Housing Services Director for Housing and Community Services Agency of Lane County (HACSA) and addressed LTD's

planned revisions to Route 19 that Pastor Turrell had mentioned earlier. He declared that HACSA's residents were extremely dependent upon Route 19 buses as that route was directly across the street from the administrative offices for Lane County's public and assisted housing programs. Mr. Hauk said that there were a large number of elderly, disabled, and low-income persons living at public housing facilities near Route 19. He further maintained that while LTD had cited low ridership figures as justification for the route revision, the riders along that route were entirely transit dependent.

**David Wade**, Villard Street, Eugene, asked how many of the LTD Board members used the District's transit services themselves on a daily basis. Mr. Gillespie and Mr. Necker responded that they used those services every day, and Mr. Eyster said that he used the service frequently. All three had traveled to the hearing that evening via bus. Mr. Wade stated his belief that the remaining Board members did not use LTD services enough themselves, and he encouraged them to change their behavior in that regard. Mr. Wade further advocated against the District's planned deletion of the Breeze bus service and stated that in deleting that service, LTD would inadvertently discourage the continued use of many other LTD transit services. Mr. Wade stated that he was an attorney, and he suggested that LTD could temporarily operate under a deficit in order to survive the current funding crisis without cutting services.

**Lisa Sunseri**, West 18<sup>th</sup> Avenue, Eugene, stated that she lived near the Churchill area and advocated against the service revisions to Routes 18 and 19. She also hoped that Route 30 and Route 25 would remain unchanged.

**George Floyd**, (street not given), Eugene, advocated against LTD service reductions in the Lane Community College area and believed that any such service reductions would adversely affect wheelchair users in that part of the community. He advocated for the continued maintenance of LTD transit services at current levels.

**Mary Salinas**, (street not given), Springfield, thanked LTD for continuing to provide the public with opportunities to respond to the proposed service revisions. She stated her belief that, while she was not directly affected by any of the proposed service cuts, LTD should be planning to expand its services rather than curtail them.

**Clark Wilde**, Pearl Street, Eugene, introduced himself as the legislative representative of Ya-Po-Ah Terrace and said that the residents of Ya-Po-Ah already had suffered a 70 percent loss of transit services due to previous service reductions and route changes. Mr. Wilde welcomed the newest LTD Board member, Gary Gillespie, and looked forward to his assistance in improving transit services for senior citizens and disabled persons in the community. Mr. Wilde stated his belief that routine economic downturns in the community were not adequate justification for service reductions. He maintained that during the recession, other service organizations had managed to maintain their services through funding increases and cost decreases, and he encouraged LTD to do the same.

**John Parman**, West 8<sup>th</sup> Avenue, Eugene, stated his opposition to the service revisions, stating that the LTD Board members had displayed a lack of accountability to the community in several of their comments with regard to the proposed service revisions. He found it irksome that the LTD Board had chosen to use American Recovery and Reinvestment Act (ARRA) funding to improve its transit facilities rather than maintain its services. Mr. Parman asserted that LTD could temporarily operate under a deficit in order to survive the current funding crisis without cutting services.

Mr. Eyster responded to Mr. Parman's comments. He noted that LTD had actually been able to preserve a significant amount of its services during the Fiscal Year 2009-10 because of ARRA funds that were used to expand LTD's maintenance facility. The ARRA funds had allowed other LTD funds to be repurposed in a manner that preserved services that had previously been marked for reduction or deletion. He added that the ARRA funds had allowed LTD to: 1) reduce the total service reductions during that year from 15 percent to 3 percent; 2) upgrade its maintenance facility in order to meet the demands of increased EmX use; and 3) preserve approximately 25 full-time bus operator positions.

Mr. Eyster noted that LTD representatives had recently visited Washington, D.C., to report on the positive effect that the ARRA funding had on the totality of LTD's system and to advocate for additional federal funding assistance.

**Marion Walter**, Orchard Street, Eugene, said that she was a long-time rider of LTD buses and asked that, in their discussions, LTD Board members and staff carefully consider the length of wait time for riders that was often necessary to use the buses. She stated her belief that the increased wait times that riders would have to endure due to the service cuts and revisions would adversely affect not only LTD ridership figures but also the lifestyles of bus riders. Ms. Walter further suggested that the service reductions to the regular bus routes would significantly add to the cost of providing RideSource services to those riders inconvenienced by the regular service reductions. Ms. Walter added that the Breeze and EmX service routes were extremely popular not only because of their destinations but because of the frequency with which those trips were made.

**Carly Schmidt**, (street not given), Eugene, spoke on behalf of the University of Oregon Crew Team and said that she hoped LTD would consider protecting the Route 92 bus to the Lowell area. She stated that Route 92 was used by the crew team to travel to its early morning practices. She stated that her team might encounter serious financial and liability issues if the team members were forced to use their own vehicles or state vehicles as a result of the elimination of the route.

**Trudy Rodgers**, High Street, Eugene, noted her concern regarding revisions to Routes 66 and 67 and voiced her general support for the continued maintenance of LTD service levels.

**Sandy Vaughn**, (street not given), Eugene, spoke in her capacity as the Director of the Club Sports program at the University of Oregon. She noted that LTD service over the years had alleviated a significant amount of the risk involved in student transportation for not only the Crew Team but for many other University student groups as well. She advocated for the continuation of Route 92.

**Juan Carlos Valle**, (street not given), Eugene, stated that the previous service reductions had not proven to be a viable strategy for addressing LTD's budget shortfalls, and he asked why such a strategy was being continued. He suggested that if the LTD Board members and staff were to ride the buses themselves more often, they would learn a great deal about how and why many elements of the LTD transit system should be preserved.

**Antares Welch**, West 18<sup>th</sup> Avenue, Eugene, advocated for the preservation of Routes 36 and 30, saying that many of the people who lived on Oak Patch Road between 11<sup>th</sup> and 18<sup>th</sup> Avenues relied heavily on Route 30 for their daily activities.

**Mel Barnes**, (street not given), Springfield, agreed with Pastor Turrell's earlier comments regarding Routes 18 and 19. He further suggested other areas in the community where LTD services might be improved or expanded. Mr. Barnes noted problems with several crosswalk locations along various LTD routes.

Mr. Necker responded to Mr. Barnes comments, noting that the crosswalk problems were under the purview of the City of Eugene's Public Works Division and not LTD. He suggested that Mr. Barnes forward his concerns to the appropriate City officials.

**Sandra Shotridge**, (street not given), Eugene, commended the LTD operators and customer service employees for their service to the community. Ms. Shotridge noted her concerns about the proposed deletion of Route 30 and stated that the deletion of that route would present serious safety hazards to those who had to traverse that route on foot in order to access alternate routes. She further maintained that the LTD Board members did not ride LTD buses enough to adequately understand the impact of the proposed service revisions.

**Rhodes Erickson**, Nixon Street, Eugene, suggested that LTD provide a substitute for the midday and Saturday trips on Route 27 that were to be eliminated. He further suggested that Route 28 might be extended to Amazon Station in order to connect with Route 24 and provide ease of access into the downtown Eugene area.

There being no further testimony, Mr. Eyster closed the public hearing.

**Staff Comments:** Responding to some comments given during the hearing, Mr. Vobora stated that LTD was legally prohibited under state law from operating under a deficit and legally required under state law to have a balanced budget each year.

Mr. Vobora said that he believed there were certain misunderstandings among members of the public regarding the service reductions and stated that LTD was not seeking to eliminate productive routes. He noted that the LTD Board and staff fully understand the magnitude of the changes represented by the service revisions and of the effects those revisions had upon riders. He added that LTD was doing its best to combine and reorganize its services in order to provide transit coverage to as many areas of the community as possible.

Mr. Vobora stated that the utilization of smaller buses did not generally represent sufficient cost savings as there were a number of other cost factors involved in the operation of each bus route.

Mr. Gillespie noted that he was a long-time rider of the LTD bus system and recognized that the service revisions would present challenges to himself and other users. He added that the Board and staff were not looking forward to making service reductions. He pointed out that the percentage of LTD Board members and staff who regularly used LTD services was actually higher than that of the community at large. He appreciated the comments and input that had been provided by members of the community and encouraged those who had done so to take their concerns to other government offices that address funding for public transit.

Mr. Towery commented that she did not ride LTD buses as often as she liked because she was a parent of two small children. She further commented that regardless of her own transportation choices, the LTD Board had worked tirelessly to understand and address the transit needs of the community as well as the needs of various non-profit and social service groups whose clients depend on LTD. She was pleased that many of the comments raised during the various public

hearings had commended the work of the LTD staff. She assured those present that the public's comments were not falling on deaf ears, and that the LTD Board and staff would continue to respect and carefully consider the needs of the community.

Mr. Eyster expressed that it had been very rewarding to work with the LTD staff as the complex 2010 Annual Route Review had been developed. He stated that LTD would continue to serve the community as efficiently and productively as possible.

Mr. Pangborn noted that the Board would meet on March 10, 2010, to review the public comments and that further discussions would follow at the Board's March 17, 2010, regular Board meeting.

**ADJOURNMENT:** Mr. Eyster adjourned the meeting at 7:08 p.m.

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Board Secretary

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

Wednesday, March 17, 2010

Pursuant to notice given to *The Register-Guard* for publication on March 11, 2010, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting/work session on Wednesday, March 17, 2010, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Mike Eyster, President  
Ed Necker, Treasurer  
Michael Dubick  
Doris Towery  
Gary Gillespie  
Stefano Viggiano, Assistant General Manager  
Jeanne Schapper, Clerk of the Board  
Lynn Taylor, Minutes Recorder

Absent: Greg Evans, Vice President  
Dean Kortge, Secretary

**CALL TO ORDER/ROLL CALL:** Mr. Eyster convened the meeting and called the roll at 5:34 p.m.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Mr. Eyster announced that LTD was receiving a dividend check from the State Accident Insurance Fund (SAIF) in the amount of \$129,076 as its share of a \$100 million dividend to be divided among employers who purchased Workers' Compensation insurance from SAIF in 2008. He then recognized Board Member Ed Necker, who was recently honored as the 2010 Compassion Hero by the American Red Cross in recognition of the many hours he has volunteered in the community.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA:** Mr. Eyster said that he and Director of Service Planning, Accessibility, and Marketing Andy Vobora met with Springfield Chamber of Commerce representatives and provided a status report on the District's service reduction plans. There were no additions to the agenda.

**BOARD CALENDARS:** Mr. Viggiano noted that a Board Human Resources meeting was scheduled for April 13, 2010.

**WORK SESSION**

**Diversity Council Presentation – Results of LTD Climate Survey:** Graphic Artist Hannah Bradford and Bus Operator Fred Pearson, LTD Diversity Council members, presented the results of a recent survey of LTD employees that was designed to assess the programs and initiatives implemented by the Diversity Council. They explained the survey methodology and said that



there was more diversity among LTD survey respondents than in the Lane County population. Ms. Bradford and Mr. Pearson reviewed the survey questions and response rates. They indicated that mean scores had improved across all survey areas since the first survey that was conducted in 2007.

Ms. Bradford said that the responses differed between males and females in the areas of professional growth and promotional opportunities. Ms. Bradford commented that the Council would review data from LTD employee data concerning female and minority employees who had left the organization voluntarily to determine if there was a pattern. She noted that there were many positive comments about the training opportunities that LTD offered.

Ms. Bradford pointed out that the survey response was fairly small and speculated that sending out the survey in December may have attributed to the lack of response. She said that respondents were unanimously positive about working for LTD. Mr. Dubick asked if there were ways to incentivize responses to improve the rate of response. Ms. Bradford said that the Council had offered employees incentives in the form of vendor credits; however, it was difficult to manage because, for confidentiality reasons, the completed surveys were submitted directly to the firm that was tabulating the results. Mr. Viggiano said that the survey would not be conducted in December the next time because there were too many distractions during the holidays.

**Review March 8, 2010, Public Hearing on Proposed Service and Fare Changes:** Mr. Vobora summarized the service and fare changes being proposed. He noted that LTD's fares were at the mid-point in a range of fares from other districts. He said that there were two more open houses scheduled to inform the public about the proposed changes as well as to receive comments regarding the proposed changes. Mr. Vobora stated that work had commenced on the June 2010 bid and that staff would next proceed to the September 2010 and January 2011 bids to implement service changes.

Mr. Vobora said that there was continuing concern about the Fairview route, but the recommendation to eliminate the route in January 2011 remained unchanged.

Mr. Gillespie agreed that there were concerns about eliminating the Fairview route because of the population that would no longer be served; however, he felt that the onus for increasing boardings on the route should rest with the agencies that served that population, rather than on LTD. He asked if the District could defer a decision to eliminate that route until September and challenge agencies to increase the ridership of their clients. Service Planning Manager Will Mueller replied that April and May would offer the only opportunities to increase boardings, as ridership was typically down in the summer. He added that he did not think a challenge would be effective as the Fairview area historically had low ridership. Retaining service on the Fairview route would be a decision based on social service, not productivity.

In response to a question from Mr. Dubick, Mr. Vobora explained that Fairview riders could still access bus service, but less conveniently, and some would probably switch to RideSource. He added that staff could analyze the financial tradeoffs between preserving the route and increasing RideSource usage.

Mr. Eyster suggested that the Board consider preserving the route as an essential service to those riders, rather than a productivity issue.

Ms. Towery noted that the route served an area with one of the highest densities of low income, senior, and disabled populations in the area. She was concerned that eliminating the Fairview route would prevent those riders from being able to connect with the community. She wondered if there were opportunities to negotiate with the District's partners to find creative ways to preserve the service. Mr. Vobora said that staff also would determine if grant funds might be available.

Mr. Necker commented that the District's productivity guidelines had never been adjusted.

Mr. Mueller said that it could be cost effective for the District to consider partnering with taxis to provide service in the Fairview area.

Mr. Dubick agreed that it may be preferable to look at alternatives to providing transportation instead of trying to maintain regular bus service.

Mr. Viggiano remarked that the route had always been low productivity and was, therefore, continuously under consideration for service reductions. He said that it was difficult for riders in that neighborhood to go through the process of possibly losing service each time there was an Annual Route Review, and if the intent was to provide a lower level of service now with the potential of eliminating service in the future or of preserving the service from future cuts, that message should be clarified for that community.

Mr. Eyster said that the route could not be shielded from future cuts at this point.

Mr. Mueller understood the desire to maintain some level of service to the area; however, the limited service solution was not efficient as it would result in empty, deadheading buses about 60 percent of the time.

Mr. Vobora reviewed other service changes and said that staff continued to review comments and suggestions from the public. He noted that the University of Oregon had been offered the option of purchasing trips to Lowell for the crew team.

Mr. Mueller reaffirmed that the Board wished to have the Fairview limited service route included in the service package.

**EMPLOYEE OF THE MONTH – APRIL 2010:** Director of Transit Operations Mark Johnson introduced Bus Operator Darryl Whitaker as the April 2010 Employee of the Month. He was nominated for the award by a customer due to his ability to stay calm, courteous, and cheerful in stressful situations.

Mr. Whitaker said that he was honored to receive the award.

**AUDIENCE PARTICIPATION:** Mr. Eyster explained the guidelines for providing testimony to the Board.

**Kim Davis**, Blanton Heights Road, Eugene, introduced her son Jake, who uses RideSource because of his disabilities. She expressed concern that even though she lived within the LTD tax district, her home was outside of the RideSource service boundary, and she had to take her son to another location within the RideSource boundary to catch a ride. She also was concerned that

on occasion there was some miscommunication between dispatch and RideSource drivers that resulted in Jake not getting picked up and even being left alone. She said that her son faced many obstacles, and it was very important for him to be able to take RideSource to services and activities. She asked that the District extend the RideSource boundary to include her residence.

Mr. Vobora replied that staff would review the issues raised by Ms. Davis and report their findings to the Board.

### ITEMS FOR ACTION AT THIS MEETING

**MOTION** **Consent Calendar:** Mr. Gillespie moved adoption of LTD Resolution 2010-009: It is hereby resolved that the Consent Calendar for March 17, 2010, is approved as presented. Mr. Necker provided the second. The Consent Calendar consisted of the minutes of the January 20, 2010, Regular Board Meeting.

**VOTE** The Consent Calendar was approved as follows:  
 AYES: Dubick, Eyster, Gillespie, Necker, Towery (5)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Evans, Kortge (2)

**Public Hearing and Approval – FY 2011-18 Capital Improvements Program:** Financial Services Manager Todd Lipkin stated that the public comment period for the FY 2011-18 Capital Improvements Program had closed on March 5, 2010, and no comments had been received.

Mr. Eyster opened the public hearing. There being no one wishing to testify, he closed the hearing.

**MOTION** Ms. Towery moved adoption of LTD Resolution 2010-010: It is hereby resolved that the Draft FY 2011-18 Capital Improvements Program is approved as presented. Mr. Dubick provided the second.

**VOTE** The resolution was approved as follows:  
 AYES: Dubick, Eyster, Gillespie, Necker, Towery (5)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Evans, Kortge (2)

**FY 2011-18 Long-Range Financial Plan:** Director of Finance and Information Technology Diane Hellekson explained that there had been no changes to the plan or basic assumptions since it was last presented to the Board and citizen members of the Budget Committee on March 10, 2010. She said that the payroll tax modeling confirmed the assumption of projected revenue. She noted that a citizen member of the Budget Committee had expressed concerns that the payroll tax growth assumption was unrealistic, and Ms. Hellekson had discussed those concerns and provided assurance that there were several major construction projects in the community that would replace revenue from the University of Oregon basketball arena project once it was finished.

**MOTION** Mr. Gillespie moved approval of LTD Resolution No. 2010-011: Resolved, that the LTD Board of Directors approves the FY 2011-18 Long-Range Financial Plan as presented. Mr. Dubick provided the second.

**VOTE** The resolution was approved as follows:  
 AYES: Dubick, Eyster, Gillespie, Necker, Towery (5)  
 NAYS: None  
 ABSTENTIONS: None  
 EXCUSED: Evans, Kortge (2)

### ITEMS FOR INFORMATION AT THIS MEETING

**Board Member Reports:** Mr. Dubick reported that the Lane Council of Governments was promoting greater collaboration among jurisdictions to solve common problems. There were several subcommittees currently working on issues.

Mr. Eyster reported on efforts to form an Area Commission on Transportation (ACT). He said that Rob Zako had been hired by Lane County to facilitate ACT development activities. He explained that the ACT would make recommendations on the expenditure of federal transportation funds within the County. Director of Planning and Development Tom Schwetz added that the topic currently being discussed was the role of the Lane County Board of Commissioners and the autonomous nature of the ACT. Mr. Viggiano noted that LTD would be represented on the ACT.

Mr. Eyster and Mr. Viggiano reported on their participation in the United Front trip to Washington, D.C., on February 28 through March 4 where they met with members of the congressional delegation and advocated for local issues. He said that Senator Ron Wyden and Congressman Peter DeFazio were amenable to allowing transit districts greater flexibility with using capital funds for operating expenses. The group came away from the meetings with the message that some relief may come but not in time to avoid LTD's projected 20 percent service reduction.

Mr. Gillespie reported on the recent high-speed rail conference that was held at Lane Community College and commended Board member Greg Evans for his efforts in organizing the event. He said that before any funds for high-speed rail could be accessed by the State, an assessment would need to be conducted, and the estimated cost of the assessment was \$20 million. Mr. Gillespie added that the need to connect local transit services to high-speed rail was emphasized at the Conference.

**Monthly Financial Report – February 2010:** Ms. Hellekson commented that there had been little change since the January report: slow improvement in the economy indicated an end to the recession, and ridership was increasing. She said payroll tax receipts would be evaluated again in early May.

**ADJOURNMENT:** Mr. Eyster adjourned the meeting at 6:55 p.m.

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Board Secretary

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

Prepared by Andy Vobora, Director of Service Planning, Accessibility, and Marketing  
June 16, 2010

**ACTION REQUESTED**

Approval of resolution reaffirming District boundaries

**BACKGROUND**

Oregon Revised Statutes 267.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory within which the system will operate. No changes are recommended to the LTD boundary for FY 2010-2011. Attached for the Board's approval, as part of the Consent Calendar for June 16, 2010, is a resolution reaffirming LTD's boundaries for the coming fiscal year.

**CONSEQUENCES OF REQUESTED ACTION**

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

**ATTACHMENT**

LTD Resolution No. 2010-020, A Resolution Reaffirming the Territory in the District Within Which the Transit System Will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

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**RESOLUTION**

**LANE TRANSIT DISTRICT**

LTD Resolution No. 2010-020

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

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

THEREFORE, HEREBY BE IT RESOLVED, that for Fiscal Year 2010–2011, the Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance Number 24 (2008 Revision).

\_\_\_\_\_  
Date Adopted

\_\_\_\_\_  
Board President

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** APPROVAL OF SUPPLEMENTAL BUDGET #1 FOR FISCAL YEAR 2009-2010

**PREPARED BY:** Todd Lipkin, Finance Manager

**ACTION REQUESTED:**

- (1) Hold a public hearing on Supplemental Budget #1 for Fiscal Year 2009-2010.
- (2) Approve the resolution adjusting the Fiscal Year 2009-2010 Adopted Budget for the General Fund, Transportation Options Fund, and Capital Projects Fund as described below.

**BACKGROUND:** The FY 2009-2010 Adopted Budget needs to be adjusted due to the delayed receipt of anticipated grant proceeds and for the cost of retirements and layoffs occurring in June 2010 as part of the service reductions. The adjustments are as follows:

- Personnel Services – A \$220,000 increase in personnel services is needed to cover the cost of retirements and layoffs. The retirements are effective June 12, and the layoffs are effective June 18.
- Transfer to Transportations Options Fund – A \$355,000 transfer from the General Fund to the Transportation Options Fund is needed due to the delayed receipt of anticipated grant proceeds. The grant is currently being processed by the Federal Transit Administration but may not be executed prior to June 30.
- Transfer to Capital Projects Fund – A \$550,000 transfer from the General Fund to the Capital Projects Fund is needed due to the delayed receipt of anticipated grant proceeds. An amendment to the Small Starts grant for the Gateway EmX Extension is currently being drafted to shift funds among different activity line items. However, this amendment will not be completed prior to June 30.

**RESULTS OF RECOMMENDED ACTION:**

The FY 2009-2010 Adopted Budget will be modified for the noted changes and the annual independent audit of FY 2009-2010 will not note budget anomalies.

**ATTACHMENT:** LTD Resolution No. 2010-021

**PROPOSED MOTION:** I move approval of Resolution No. 2010-021, which amends the LTD Fiscal Year 2009-2010 budget as represented in the resolution.

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**LANE TRANSIT DISTRICT RESOLUTION NO. 2010-021**

Be it resolved that appropriations for the FY 2009-2010 budget adopted by the Board of Directors be adjusted as indicated below.

**Summary of Supplemental Budget #1**

	Adopted	Increase (Decrease)	Amended
<b>General Fund</b>			
Appropriations			
Personnel Services	26,435,300	220,000	26,655,300
Transfer to Transportation Options Fund	5,000	355,000	360,000
Transfer to Capital Projects Fund	-	550,000	550,000
Contingency	7,208,100	<u>(1,125,000)</u>	6,083,100
 Increase in Appropriations - General Fund		 <u>-</u>	
<b>Transportation Options Fund</b>			
Additional Resources			
Transfer from General Fund	5,000	<u>355,000</u>	360,000
 Increase in Resources - Transportation Options Fund		 <u>355,000</u>	
<b>Capital Projects Fund</b>			
Additional Resources			
Transfer from General Fund	-	<u>550,000</u>	550,000
 Increase in Resources - Capital Projects Fund		 <u>550,000</u>	

Adopted by Lane Transit District Board of Directors on the 16th day of June, 2010.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 16, 2010
- ITEM TITLE:** ADOPTION OF FISCAL YEAR 2010-2011 BUDGET
- PREPARED BY:** Diane Hellekson, Director of Finance and Information Technology
- ACTION REQUESTED:**
- (1) Hold a public hearing on Fiscal Year 2010-2011 budget.
  - (2) Adopt Fiscal Year 2010-2011 budget by attached resolution.
- BACKGROUND:**
- The Budget Committee approved the budget for Fiscal Year 2010-2011 on May 19, 2010. The fixed-route operating budget is \$33,502,800. The grand legal total of all combined funds plus reserves and transfers is \$89,154,700. A public hearing on the budget must be held, and budget law requires that the Board of Directors must adopt a final budget before July 1, 2010.
- The budget described in the attached resolution for all Lane Transit District funds is the same as the authorized spending in the budget for FY 2010-2011 approved by the LTD Budget Committee on May 19, with two minor changes. The first change is an increase of \$415,000 for football service in the General Fund. When the budget was developed, there were two charter companies that had expressed interest in providing football service so it was believed that Lane Transit District would not be providing those services for the 2010 football season. However, those companies have since rescinded their interest, and LTD is planning on providing service for five games and administrative support for the sixth. This will add \$380,000 to personnel services and \$35,000 to materials and services. This change does not require the approval of the Budget Committee. The total appropriation for the General Fund will increase by \$415,000.
- The second change is a correction to the Accessible Services Fund. The total amount for the Mobility Management program was understated by \$60,000. This amount was for an innovations project funded by the State of Oregon to determine the effectiveness of in-person assessments as a means of eligibility determinations for a variety of potential programs. The correction adds \$60,000 to materials and services in the Accessible Services Fund. This correction does not require the approval of the Budget Committee. The total appropriation for the Accessible Services Fund will increase by \$60,000.
- The total appropriations for the FY 2010-2011 budget will increase by \$475,000.
- A copy of the final budget document will be provided to each member of the Budget Committee as soon as a FY 2010-2011 budget is adopted.

Budget highlights and a brief overview will be presented at the June 16 Board meeting.

**RESULTS OF RECOMMENDED ACTION:**

Staff will file the adopted budget with the State of Oregon, as required, and the new budget will become the FY 2010-2011 business plan beginning July 1, 2010.

**ATTACHMENTS:**

- (1) Resolution
- (2) General Fund Approved Budget
- (3) Accessible Services Fund Approved Budget
- (4) Medicaid Fund Approved Budget
- (5) Capital Projects Fund Approved Budget

**PROPOSED MOTION:**

I move approval of Resolution No. 2010-022, adopting the LTD Fiscal Year 2010-2011 approved budget as amended and appropriating \$89,154,700 as represented in the resolution.

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**LANE TRANSIT DISTRICT RESOLUTION NO. 2010-022**

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for the Fiscal Year 2010-2011 in the total combined fund sum of \$89,154,700 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2010, and for the purposes shown below are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Personnel Services	\$ 24,968,900
Materials & Services	<u>8,533,900</u>
Total Operating	33,502,800
<u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Accessible Services Fund	1,068,800
Transfer to Capital Projects Fund	776,600
Operating Contingency	1,000,000
Other Contingency	3,928,100
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-Operating	<u>7,773,500</u>
Total General Fund	<u><u>41,276,300</u></u>
<u>ACCESSIBLE SERVICES FUND</u>	
Materials & Services	5,605,700
Transfer to Capital Projects Fund	269,000
Operating Contingency	-
Total Accessible Services Fund	<u><u>5,874,700</u></u>
<u>MEDICAID FUND</u>	
Materials & Services	4,913,500
Operating Contingency	<u>94,400</u>
Total Medicaid Fund	<u><u>5,007,900</u></u>
<u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	36,995,800
Debt Service	-
Capital Reserve	-
Total Capital Projects Fund	<u><u>36,995,800</u></u>

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June 16, 2010  
Date Adopted

\_\_\_\_\_  
Board President

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**Lane Transit District  
General Fund Revenue and Expenditure Summary  
Fiscal Year 2010-2011**

	FY 2007-08 Actual Restated	FY 2008-09 Actual Restated	FY 2009-10 Budget Restated	FY 2009-10 Estimate	FY 2010-11 Proposed	FY 2010-11 Approved
<b>Resources</b>						
Beginning Working Capital	8,304,851	7,543,442	5,585,200	4,868,200	5,873,200	5,873,200
<b>Operating Revenues</b>						
Cash Fares & Tokens	4,317,363	4,521,236	4,507,800	4,606,440	4,261,500	4,261,500
Group Passes	1,805,198	2,081,261	2,030,500	2,115,700	2,100,300	2,100,300
Operating Revenues (Passenger Fares)	<u>6,122,561</u>	<u>6,602,497</u>	<u>6,538,300</u>	<u>6,722,140</u>	<u>6,361,800</u>	<u>6,361,800</u>
<b>Other Revenues</b>						
Special Services	867,500	769,994	735,700	664,200	178,800	178,800
Advertising	330,928	351,296	264,000	266,250	213,000	213,000
Miscellaneous	194,564	224,164	179,500	240,160	148,100	148,100
Interest	686,566	293,981	150,000	59,860	53,900	53,900
Sales of Assets	41,925	-	-	-	-	-
Payroll Taxes	23,303,571	22,169,136	23,327,600	21,000,000	21,672,500	21,672,500
Self-employment Taxes	1,618,655	1,444,342	1,400,000	1,500,000	1,523,300	1,523,300
State-in-Lieu	1,432,580	1,490,098	1,400,000	1,730,000	1,730,000	1,730,000
American Recovery & Reinvestment Act (ARRA)	-	-	3,201,500	3,201,570	-	-
Federal Formula Grants - Section 5307	466,537	343,932	1,436,500	1,206,280	3,006,700	3,006,700
Other Jurisdictions	15,000	15,000	15,000	15,000	15,000	15,000
BETC Revenue	-	55,100	60,000	60,000	60,000	60,000
Other Operating Grants	30,932	165,223	25,000	25,000	25,000	25,000
Other Revenues	<u>28,988,768</u>	<u>27,322,266</u>	<u>32,194,800</u>	<u>29,968,320</u>	<u>28,626,300</u>	<u>28,626,300</u>
Revenues	<u>35,111,329</u>	<u>33,924,763</u>	<u>38,733,100</u>	<u>36,690,460</u>	<u>34,988,100</u>	<u>34,988,100</u>
Resources	<u>43,416,180</u>	<u>41,468,205</u>	<u>44,318,300</u>	<u>41,558,660</u>	<u>40,861,300</u>	<u>40,861,300</u>
<b>Requirements</b>						
<b>Operating Requirements</b>						
Personnel Services	23,552,004	25,394,284	26,861,600	26,411,000	24,588,900	24,588,900
Materials & Services	7,153,448	6,225,198	6,942,600	6,881,910	7,076,500	7,076,500
Insurance & Risk Services	851,032	1,110,076	1,267,600	1,416,100	1,422,400	1,422,400
Operating Requirements	<u>31,556,484</u>	<u>32,729,558</u>	<u>35,071,800</u>	<u>34,709,010</u>	<u>33,087,800</u>	<u>33,087,800</u>
<b>Transfers</b>						
Transfer to Accessible Services Fund	2,104,654	2,118,443	1,900,000	976,430	1,068,800	1,068,800
Transfer to Capital Projects Fund	2,211,600	1,752,000	-	-	776,600	776,600
Total Transfers	<u>4,316,254</u>	<u>3,870,443</u>	<u>1,900,000</u>	<u>976,430</u>	<u>1,845,400</u>	<u>1,845,400</u>
Operating Requirements and Transfers	<u>35,872,738</u>	<u>36,600,001</u>	<u>36,971,800</u>	<u>35,685,440</u>	<u>34,933,200</u>	<u>34,933,200</u>
<b>Reserves</b>						
Reserves - Operating Contingency	-	-	1,000,000	-	1,000,000	1,000,000
Reserves - Working Capital	-	-	5,346,500	-	3,928,100	3,928,100
Reserves - Self-Insurance, Risk, and HR Liability	-	-	1,000,000	-	1,000,000	1,000,000
Reserves	<u>-</u>	<u>-</u>	<u>7,346,500</u>	<u>-</u>	<u>5,928,100</u>	<u>5,928,100</u>
Requirements	<u>35,872,738</u>	<u>36,600,001</u>	<u>44,318,300</u>	<u>35,685,440</u>	<u>40,861,300</u>	<u>40,861,300</u>
Total FTE	336.45	328.45	328.45	327.45	307.05	307.05
FY 2008-09 Actual Restated compared with FY 2007-08 Actual Restated						
FY 2009-10 Estimate compared with FY 2008-09 Actual Restated						
FY 2010-11 Proposed compared with FY 2009-10 Budget Restated						
FY 2010-11 Approved compared with FY 2009-10 Budget Restated						
<b>Percentage Change Analysis</b>						
Total Resources		-4.5%		0.2%	-7.8%	-7.8%
Total Revenues		-3.4%		8.2%	-9.7%	-9.7%
Total Other Revenues		-5.7%		9.7%	-11.1%	-11.1%
Total Passenger Fares		7.8%		1.8%	-2.7%	-2.7%
Total Requirements		2.0%		-2.5%	-7.8%	-7.8%
Total Reserves					-19.3%	-19.3%
Total Operating Requirements and Transfers		2.0%		-2.5%	-5.5%	-5.5%
Total Transfers		-10.3%		-74.8%	-2.9%	-2.9%
Total Operating Requirements		3.7%		6.0%	-5.7%	-5.7%



**Lane Transit District  
Department Summary  
Fiscal Year 2010-2011**

	FY 2007-08 Actual Restated	FY 2008-09 Actual Restated	FY 2009-10 Budget Restated	FY 2009-10 Estimate	FY 2010-11 Proposed	FY 2010-11 Approved
<b>General Administration</b>						
Personnel Services	546,322	571,894	600,600	638,700	446,700	446,700
Materials & Services	132,193	144,883	177,800	172,120	187,900	187,900
<b>Total General Administration</b>	<b>678,515</b>	<b>716,777</b>	<b>778,400</b>	<b>810,820</b>	<b>634,600</b>	<b>634,600</b>
<b>Government Relations</b>						
Personnel Services	-	-	-	-	-	-
Materials & Services	116,261	127,921	125,800	125,050	129,000	129,000
<b>Total Government Relations</b>	<b>116,261</b>	<b>127,921</b>	<b>125,800</b>	<b>125,050</b>	<b>129,000</b>	<b>129,000</b>
<b>Finance</b>						
Personnel Services	825,609	876,692	940,500	894,900	909,000	909,000
Materials & Services	63,320	62,722	134,800	125,800	154,700	154,700
<b>Total Finance</b>	<b>888,929</b>	<b>939,414</b>	<b>1,075,300</b>	<b>1,020,700</b>	<b>1,063,700</b>	<b>1,063,700</b>
<b>Information Technology</b>						
Personnel Services	510,715	552,436	585,200	599,500	571,400	571,400
Materials & Services	404,818	439,074	570,900	570,820	599,500	599,500
<b>Total Information Technology</b>	<b>915,533</b>	<b>991,510</b>	<b>1,156,100</b>	<b>1,170,320</b>	<b>1,170,900</b>	<b>1,170,900</b>
<b>Human Resources</b>						
Personnel Services	553,150	621,235	656,200	616,700	624,400	624,400
Materials & Services	193,644	144,740	334,400	254,560	320,600	320,600
<b>Total Human Resources</b>	<b>746,794</b>	<b>765,975</b>	<b>990,600</b>	<b>871,260</b>	<b>945,000</b>	<b>945,000</b>
<b>Service Planning</b>						
Personnel Services	457,758	505,446	561,300	529,200	539,000	539,000
Materials & Services	5,880	9,717	10,000	12,950	11,100	11,100
<b>Total Service Planning</b>	<b>463,638</b>	<b>515,163</b>	<b>571,300</b>	<b>542,150</b>	<b>550,100</b>	<b>550,100</b>
<b>Marketing</b>						
Personnel Services	301,737	306,986	328,900	314,900	346,000	346,000
Materials & Services	385,491	334,607	316,400	284,370	266,700	266,700
<b>Total Marketing</b>	<b>687,228</b>	<b>641,593</b>	<b>645,300</b>	<b>599,270</b>	<b>612,700</b>	<b>612,700</b>
<b>Graphics</b>						
Personnel Services	101,594	104,323	126,200	126,300	140,100	140,100
Materials & Services	12,911	13,821	14,600	11,190	11,400	11,400
<b>Total Marketing</b>	<b>114,505</b>	<b>118,144</b>	<b>140,800</b>	<b>137,490</b>	<b>151,500</b>	<b>151,500</b>
<b>Accessible Services Administration</b>						
Personnel Services	(4,812)	43,029	92,600	69,200	94,700	94,700
Materials & Services	-	2,511	30,500	7,790	9,800	9,800
<b>Total Accessible Services Administration</b>	<b>(4,812)</b>	<b>45,540</b>	<b>123,100</b>	<b>76,990</b>	<b>104,500</b>	<b>104,500</b>
<b>Planning &amp; Development</b>						
Personnel Services	168,448	245,578	248,800	205,900	254,700	254,700
Materials & Services	12,830	18,497	19,700	16,680	14,800	14,800
<b>Total Planning &amp; Development</b>	<b>181,278</b>	<b>264,075</b>	<b>268,500</b>	<b>222,580</b>	<b>269,500</b>	<b>269,500</b>
<b>point2point Solutions</b>						
Personnel Services	324,402	384,287	426,300	396,400	407,000	407,000
Materials & Services	142,875	151,424	257,000	287,400	295,200	295,200
<b>Total point2point Solutions</b>	<b>467,277</b>	<b>535,711</b>	<b>683,300</b>	<b>683,800</b>	<b>702,200</b>	<b>702,200</b>



**Lane Transit District  
Department Summary  
Fiscal Year 2010-2011**

	FY 2007-08 Actual Restated	FY 2008-09 Actual Restated	FY 2009-10 Budget Restated	FY 2009-10 Estimate	FY 2010-11 Proposed	FY 2010-11 Approved
<b>Facilities Services</b>						
Personnel Services	476,276	500,932	579,000	515,700	614,100	614,100
Materials & Services	880,985	793,549	854,500	825,990	990,400	990,400
<b>Total Facilities Services</b>	<u>1,357,261</u>	<u>1,294,481</u>	<u>1,433,500</u>	<u>1,341,690</u>	<u>1,604,500</u>	<u>1,604,500</u>
<b>Transit Operations</b>						
Personnel Services	15,254,148	16,363,422	17,039,500	17,085,800	15,129,800	15,129,800
Materials & Services	681,809	563,819	616,000	563,000	661,500	661,500
<b>Total Transit Operations</b>	<u>15,935,957</u>	<u>16,927,241</u>	<u>17,655,500</u>	<u>17,648,800</u>	<u>15,791,300</u>	<u>15,791,300</u>
<b>Transit Operations Training</b>						
Personnel Services	193,685	179,429	187,500	181,100	182,900	182,900
Materials & Services	34,870	30,013	15,200	10,610	17,200	17,200
<b>Total Transit Operations Training</b>	<u>228,555</u>	<u>209,442</u>	<u>202,700</u>	<u>191,710</u>	<u>200,100</u>	<u>200,100</u>
<b>Customer Service Center</b>						
Personnel Services	490,748	512,034	549,300	485,900	444,000	444,000
Materials & Services	20,141	14,665	27,700	24,450	24,600	24,600
<b>Total Customer Service Center</b>	<u>510,889</u>	<u>526,699</u>	<u>577,000</u>	<u>510,350</u>	<u>468,600</u>	<u>468,600</u>
<b>Maintenance</b>						
Personnel Services	3,352,224	3,626,561	3,939,700	3,750,800	3,885,100	3,885,100
Materials & Services	4,065,420	3,373,235	3,437,300	3,589,130	3,382,100	3,382,100
<b>Total Maintenance</b>	<u>7,417,644</u>	<u>6,999,796</u>	<u>7,377,000</u>	<u>7,339,930</u>	<u>7,267,200</u>	<u>7,267,200</u>
<b>Insurance</b>						
Insurance & Risk Management	851,032	1,110,076	1,267,600	1,416,100	1,422,400	1,422,400
<b>Total Insurance &amp; Risk Management</b>	<u>851,032</u>	<u>1,110,076</u>	<u>1,267,600</u>	<u>1,416,100</u>	<u>1,422,400</u>	<u>1,422,400</u>
<b>Total Departmental Expenditures</b>	<u>31,556,484</u>	<u>32,729,558</u>	<u>35,071,800</u>	<u>34,709,010</u>	<u>33,087,800</u>	<u>33,087,800</u>
<b>Total Personnel Services</b>						
	23,552,004	25,394,284	26,861,600	26,411,000	24,588,900	24,588,900
<b>Total Materials &amp; Services</b>						
	7,153,448	6,225,198	6,942,600	6,881,910	7,076,500	7,076,500
<b>Total Insurance &amp; Risk Management</b>						
	851,032	1,110,076	1,267,600	1,416,100	1,422,400	1,422,400
<b>Total Departmental Expenditures</b>	<u>31,556,484</u>	<u>32,729,558</u>	<u>35,071,800</u>	<u>34,709,010</u>	<u>33,087,800</u>	<u>33,087,800</u>
<b>Personnel Profile</b>						
General Administration	5.00	5.00	5.00	5.00	4.00	4.00
Finance	9.00	9.00	9.00	9.00	9.00	9.00
Information Technology	6.00	7.00	7.00	7.00	6.60	6.60
Human Resources	6.00	6.00	6.00	6.00	6.00	6.00
Service Planning	4.50	4.50	4.50	4.50	4.50	4.50
Marketing	3.50	3.50	3.50	3.50	3.50	3.50
Graphics	1.70	1.70	1.70	1.70	1.70	1.70
Accessible Services Administration	4.00	3.00	3.00	3.00	3.00	3.00
Planning & Development	4.75	4.75	4.75	4.75	4.75	4.75
point2point Solutions	4.75	4.75	4.75	4.75	4.75	4.75
Facilities Services	8.25	8.25	8.25	8.25	8.25	8.25
Transit Operations	225.00	219.00	219.00	218.00	201.00	201.00
Transit Operations Training	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Center	8.00	7.00	7.00	7.00	6.00	6.00
Maintenance	45.00	44.00	44.00	44.00	43.00	43.00
<b>Total FTE</b>	<u>336.45</u>	<u>328.45</u>	<u>328.45</u>	<u>327.45</u>	<u>307.05</u>	<u>307.05</u>



**Lane Transit District  
Accessible Services Fund  
Fiscal Year 2010-2011**

	<b>FY 2007-08 Actual Restated</b>	<b>FY 2008-09 Actual Restated</b>	<b>FY 2009-10 Budget</b>	<b>FY 2009-10 Estimate</b>	<b>FY 2010-11 Proposed</b>	<b>FY 2010-11 Approved</b>
<b>Resources</b>						
Beginning Working Capital	80,911	141,722	528,100	260,580	261,600	261,600
State Special Transportation Funds (STF)	455,704	441,203	381,800	482,660	613,900	613,900
State Transportation Operating (STO)	-	-	-	411,380	411,400	411,400
American Recovery & Reinvestment Act (ARRA)	-	-	17,600	26,640	20,800	20,800
Federal Elderly & Disabled Funds - 5310	-	210,541	573,310	859,350	1,123,600	1,123,600
Federal Non-Urbanized Area Formula Funds - 5311	307,926	242,487	259,000	246,150	148,200	148,200
Federal Job Access/Reverse Commute (JARC) Funds - 5316	5,377	111,687	125,000	138,570	125,000	125,000
Federal New Freedom - 5317	15,560	29,569	-	80,000	224,000	224,000
Other Federal Grants	736,189	540,088	748,300	747,800	986,500	986,500
Medicaid Medical	111,559	50,895	-	26,020	1,300	1,300
Other State Grants	-	-	57,100	73,500	45,100	45,100
Business Energy Tax Credit Revenue	-	-	250,000	366,000	437,400	437,400
Farebox	190,787	293,948	295,000	279,000	279,000	279,000
Local Funds	71,343	75,047	70,090	70,100	68,100	68,100
Miscellaneous Income	500	250	-	-	-	-
Interest Income	10,743	4,255	-	-	-	-
Transfer from General Fund	2,104,654	2,118,443	1,900,000	976,430	1,068,800	1,068,800
<b>Total Resources</b>	<b>4,091,253</b>	<b>4,260,135</b>	<b>5,205,300</b>	<b>5,044,180</b>	<b>5,814,700</b>	<b>5,814,700</b>
<b>Requirements</b>						
Eugene/Springfield-Based Service						
ADA RideSource	3,011,138	3,248,934	3,837,200	3,864,020	4,584,400	4,584,400
Transit Training and Hosts	107,085	67,699	111,400	98,000	107,800	107,800
Special Transport	63,427	93,825	68,600	67,600	71,600	71,600
<b>Total Eugene/Springfield-Based Service</b>	<b>3,181,650</b>	<b>3,410,458</b>	<b>4,017,200</b>	<b>4,029,620</b>	<b>4,763,800</b>	<b>4,763,800</b>
Rural Lane County Services						
South Lane	163,251	187,458	178,200	189,640	65,400	65,400
Oakridge	279,816	140,373	194,000	147,400	192,700	192,700
Florence	133,233	149,194	164,100	137,350	153,800	153,800
<b>Total Rural Lane County Services</b>	<b>576,300</b>	<b>477,025</b>	<b>536,300</b>	<b>474,390</b>	<b>411,900</b>	<b>411,900</b>
Mobility Management	4,255	63,601	75,800	160,000	280,000	280,000
Lane County Coordination	174,347	100,507	189,700	93,570	90,000	90,000
<b>Total Operating Requirements</b>	<b>3,936,552</b>	<b>4,051,591</b>	<b>4,819,000</b>	<b>4,757,580</b>	<b>5,545,700</b>	<b>5,545,700</b>
Transfer to Capital Fund	12,979	-	144,000	25,000	269,000	269,000
Contingency	-	-	242,300	-	-	-
<b>Total Requirements</b>	<b>3,949,531</b>	<b>4,051,591</b>	<b>5,205,300</b>	<b>4,782,580</b>	<b>5,814,700</b>	<b>5,814,700</b>
		<b>FY 2008-09 Actual Restated</b>		<b>FY 2009-10 Estimate</b>	<b>FY 2010-11 Proposed</b>	<b>FY 2010-11 Approved</b>
		<b>compared with FY 2007-08</b>		<b>compared with FY 2008-09</b>	<b>compared with FY 2009-10</b>	<b>compared with FY 2009-10</b>
		<b>Actual Restated</b>		<b>Actual Restated</b>	<b>Budget</b>	<b>Budget</b>
Percentage Change Analysis						
Total Resources		4.1%		18.4%	11.7%	11.7%
Transfer from General Fund		0.7%		-53.9%	-43.7%	-43.7%
Total Requirements		2.6%		18.0%	11.7%	11.7%





**Lane Transit District  
Medicaid Fund  
Fiscal Year 2010-2011**

	FY 2007-08 Actual Restated	FY 2008-09 Actual Restated	FY 2009-10 Budget	FY 2009-10 Estimate	FY 2010-11 Proposed	FY 2010-11 Approved
<b>Resources</b>						
Beginning Working Capital		387,292	-	94,374	94,400	94,400
Medicaid	629,775	3,554,484	4,721,200	4,080,500	4,405,000	4,405,000
Medicaid Non-Medical	307,090	334,045	400,300	293,390	400,000	400,000
State Special Transportation Fund (STF) Operating	118,136	129,899	124,000	62,600	82,000	82,000
State Discretionary Funds	448,255	92,158	25,400	25,400	26,500	26,500
Interest	-	9,946	-	-	-	-
Transfer from General Fund	-	-	18,800	-	-	-
<b>Total Resources</b>	<b>1,503,256</b>	<b>4,507,824</b>	<b>5,289,700</b>	<b>4,556,264</b>	<b>5,007,900</b>	<b>5,007,900</b>
<b>Requirements</b>						
Medicaid Medical Service	678,132	3,339,988	3,915,200	3,200,000	3,500,000	3,500,000
Medicaid Non-Medical Service	437,832	472,944	568,500	381,390	508,500	508,500
RideSource Call Center Administration	-	277,337	560,000	603,400	615,000	615,000
Mobility Management	-	49,168	66,000	66,000	70,000	70,000
Lane Transit District Administration	-	274,013	180,000	211,100	220,000	220,000
<b>Total Operating Requirements</b>	<b>1,115,964</b>	<b>4,413,450</b>	<b>5,289,700</b>	<b>4,461,890</b>	<b>4,913,500</b>	<b>4,913,500</b>
Contingency	-	-	-	-	94,400	94,400
<b>Total Requirements</b>	<b>1,115,964</b>	<b>4,413,450</b>	<b>5,289,700</b>	<b>4,461,890</b>	<b>5,007,900</b>	<b>5,007,900</b>
<b>Percentage Change Analysis</b>						
Total Resources		199.9%		1.1%	-5.3%	-5.3%
Total Requirements		295.5%		1.1%	-5.3%	-5.3%



**Lane Transit District  
Capital Projects Fund  
Fiscal Year 2010-2011**

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Estimate	FY 2010-11 Proposed	FY 2010-11 Approved
<b>Resources</b>						
Beginning Working Capital	5,159,676	4,935,116	4,029,500	5,038,070	2,577,900	2,577,900
<b>Federal Grants</b>						
Formula Funds (Section 5307)	3,951,274	4,497,649	3,421,000	2,814,400	3,688,700	3,688,700
American Recover & Reinvestment Act (ARRA)	-	-	3,396,800	3,431,900	64,700	64,700
Discretionary Funds	4,784,226	6,406,859	26,081,300	19,212,800	17,139,200	17,139,200
Other Funds	168,302	852,458	1,014,500	1,287,070	2,443,700	2,443,700
Total Federal Grants	<u>8,903,802</u>	<u>11,756,966</u>	<u>33,913,600</u>	<u>26,746,170</u>	<u>23,336,300</u>	<u>23,336,300</u>
Connect Oregon	442,737	2,003,722	3,117,800	3,020,000	436,000	436,000
State Brokerage/Call Center Grant	543,740	4,782	-	-	-	-
Other State of Oregon Grants	-	-	-	-	1,600,000	1,600,000
Other Local Funds	-	26,210	82,000	82,000	-	-
Miscellaneous Income	1,190	32,495	-	-	-	-
Proceeds from Debt Financing	-	-	-	-	8,000,000	8,000,000
Transfer from General Fund	2,211,600	1,752,000	-	-	776,600	776,600
Transfer from Accessible Services Fund	12,979	-	144,000	25,000	269,000	269,000
Total Resources	<u>17,275,724</u>	<u>20,511,291</u>	<u>41,286,900</u>	<u>34,911,240</u>	<u>36,995,800</u>	<u>36,995,800</u>
<b>Requirements</b>						
<b>Capital Projects</b>						
<b>EmX</b>						
Franklin Corridor	98,814	103,450	-	199,200	-	-
Gateway Extension	2,992,136	7,625,288	26,200,000	19,009,500	11,200,000	11,200,000
West Eugene Extension	1,044,452	1,734,822	500,000	1,651,800	2,000,000	2,000,000
EmX Vehicles	45,314	1,472,075	5,200,000	3,775,000	-	-
Total EmX	<u>4,180,716</u>	<u>10,935,635</u>	<u>31,900,000</u>	<u>24,635,500</u>	<u>13,200,000</u>	<u>13,200,000</u>
Progressive Corridor Enhancement	7,189	958	-	-	-	-
Revenue Vehicles	3,779,744	5,538	-	241,000	15,397,000	15,397,000
PBI/Facilities	2,971,184	410,459	6,311,300	5,017,000	3,077,300	3,077,300
Hardware/Software	762,305	561,249	510,000	471,200	1,069,000	1,069,000
Intelligent Transportation Systems	53,995	319,454	125,000	77,700	1,376,500	1,376,500
Transit Security Projects	85,758	72,070	210,000	8,000	300,000	300,000
Bus-Related Equipment	-	-	200,000	-	250,000	250,000
Miscellaneous Equipment	12,586	51,174	40,000	72,000	105,000	105,000
Communications	122,989	13,708	76,500	19,800	327,000	327,000
Shop Equipment	108,615	40,607	25,000	51,800	59,000	59,000
Support Vehicles	35,234	33,904	50,000	61,500	60,000	60,000
Accessible Services Vehicles & Projects	128,375	8,462	1,130,600	1,057,160	1,775,000	1,775,000
Total Capital Projects	<u>12,248,690</u>	<u>12,453,218</u>	<u>40,578,400</u>	<u>31,712,660</u>	<u>36,995,800</u>	<u>36,995,800</u>
Debt Service and Related Costs	91,918	3,020,004	-	-	-	-
Capital Reserves	-	-	708,500	-	-	-
Total Requirements	<u>12,340,608</u>	<u>15,473,222</u>	<u>41,286,900</u>	<u>31,712,660</u>	<u>36,995,800</u>	<u>36,995,800</u>
<b>Reserves</b>						
<b>Fund Balance Reserves</b>						
Beginning Balance	5,159,676	4,935,116	4,029,500	5,038,070	2,577,900	2,577,900
Increase (Decrease) for Period	(224,560)	102,953	(3,321,000)	(1,839,490)	(2,577,900)	(2,577,900)
Total Fund Balance Reserves	<u>4,935,116</u>	<u>5,038,069</u>	<u>708,500</u>	<u>3,198,580</u>	<u>-</u>	<u>-</u>

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 16, 2010
- ITEM TITLE:** FEDERAL FISCAL YEAR 2011 DISADVANTAGED BUSINESS ENTERPRISE GOAL
- PREPARED BY:** Jeanette Bailor, Purchasing Manager
- ACTION REQUESTED:** Staff recommend that the Board adopt the attached Resolution Revising DBE Goal for Federal Fiscal Year 2011.
- BACKGROUND:** On October 20, 1981, the LTD Board of Directors established by resolution an affirmative action program for disadvantaged business enterprise participation in Department of Transportation or other federal agency financial assistance projects. Since that time, the Board has adopted revised Disadvantaged Business Enterprise (DBE) Policies and DBE Affirmative Action Goals on an annual basis after a goal-setting process outlined in the attached overview. DBEs are defined as women- and minority-owned business enterprises as certified by the Oregon State Office of Minority, Women, and Emerging Small Businesses. The goal is published both in written form and on the LTD web page and is open for a 45-day public comment period.
- LTD's Board of Directors is being asked to approve the revised Federal Fiscal Year 2011 goal, which is 3.49 percent of Federal Transit Administration funded contracting activities.
- Program Components:
- (1) Resolution Revising DBE Goal
  - (2) Federal Fiscal Year 2011 Goal and Overview
  - (3) Policy Statement
- The entire DBE program is available on the LTD website and can be reviewed upon request by any member of the public.
- RESULTS OF RECOMMENDED ACTION:** The revised DBE Goal will be submitted to the Federal Transit Administration (FTA) for approval.
- ATTACHMENTS:** Resolution Revising the DBE Goal for Federal FY 2011  
DBE Goal and Overview  
Projected Awards  
Calculation of Annual Goals  
Projected FTA Funded Contract Awards

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

LTD Resolution No. 2010-023: Resolved, the LTD Board of Directors hereby adopts a new Disadvantaged Business Enterprise Goal of 3.49 percent, effective August 1, 2010.

Q:\Reference\Board Packet\2010\06\Reg Meeting 06-16-10\2011 DBE board summary.docx

**LANE TRANSIT DISTRICT**

**RESOLUTION NO. 2010-023**

**A RESOLUTION REVISING THE DISADVANTAGED BUSINESS ENTERPRISE GOAL FOR  
FEDERAL FISCAL YEAR 2011**

**THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS RESOLVES AS FOLLOWS:**

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

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

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

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

WHEREAS, the attached DBE Goal was amended for Federal FY 2011;

NOW, THEREFORE, BE IT RESOLVED that the Federal FY 2011 DBE Goal, copies of which are attached to and hereby made a part of the Resolution, are adopted.

\_\_\_\_\_  
June 16, 2010  
Date

\_\_\_\_\_  
Board President

**LANE TRANSIT DISTRICT  
DISADVANTAGED BUSINESS ENTERPRISE GOAL AND OVERVIEW  
FEDERAL FISCAL YEAR 2011**

Overall Disadvantaged Business Enterprise (DBE) Goal: Lane Transit District's (LTD's) overall goal for Federal Fiscal Year 2011 is 3.49 percent (3.49%) of Federal Transit Administration (FTA)-funded contracting activities, exclusive of FTA funds to be used for the purchase of transit vehicles.

The estimated total of FTA-funded contracting activities is as follows:

Construction	\$10,586,480
Professional Services	\$ 1,614,064
Materials, Equipment	<u>\$ 1,029,696</u>
Total	\$13,230,240

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

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

As of December 2007 (the most current census figures available), the number of businesses in Lane County on the attached list of North American Industry Classification System (NAICS) codes is 516. There are 18 DBE businesses in the same NAICS code categories, as shown in the attached listing of DBE businesses (see Appendix A).

The percentage based on the above figures is 3.49 percent. External data has been used to develop this goal. The State of Oregon Department of Transportation has conducted a statewide disparity study. That information is being analyzed at this time and may be used for future goal setting.

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

From the above data, a goal has been set at 3.49 percent. The District will meet the maximum feasible portion of its overall aspirational goal by using race-neutral means of facilitating DBE participation. It is estimated that, in meeting the stated overall aspirational goal, 3.49 percent will be obtained from race-neutral participation. The District uses the following race-neutral measures to increase DBE participation:

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

APPENDIX A

North American Industry Classification System (NAICS CODE LIST)  
Lane County Business Patterns Census Report 2007 (most current)

<b>Service</b>		<b>All Firms</b>	<b>DBE Firms</b>
233	Heavy Construction	22	0
238	Specialty Trades (including Landscape)	277	8
5413	Engineering & Architectural Services	145	9
339	Misc. Mfg.	<u>72</u>	<u>1</u>
	<b>Total</b>	<b>516</b>	<b>18</b>

Total percentage of available DBE firms = 3.49%

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FTA FUNDING BASE  
PROJECTED AWARDS FOR FEDERAL FISCAL YEAR 2011

1) Applicant: Lane Transit District 3) Months Covered: October 2010 to September 2011  
 2) Address: P.O. Box 7070, Eugene, OR 97401

(4) Contract/ Procurement Category	(5) Total FTA Capital Funds	(6) Total FTA Operating Funds	(7) Total FTA Planning Funds	(8) Total Other FTA Funds	(9) FTA Funds With Contracting Opportunities
(10) Non Contracting Opportunities	0	0	0	0	0
(11) Construction	10,586,480	0	0	0	10,586,480
(12) Professional Services	1,614,064	0	0	0	1,614,064
(13) Materials/ Supplies/ Equipment	1,029,696	0	0	0	1,029,696
(14) Other	0	0	0	0	0
(15) Totals	13,230,240	0	0	0	13,230,240

(16) Prepared by: Jeanette Bailor  
 (17) Certified by: Jeanette Bailor

Phone #: (541) 682-6100  
 Date: 06/16/10

DBE/ftafb11.xls



**CALCULATION OF ANNUAL GOALS FOR FEDERAL FISCAL YEAR 2011**

- 1) Applicant: Lane Transit District (3) Months Covered: October 2010 - September 2011  
 2) Address: PO Box 7070, Eugene, OR 97401 (4) Prepared by: Jeanette Bailor

(4) Contract/ Procurement Category	(5) FTA Funds With Contracting Opportunities	(6) FTA Adjusted Dollars Credit	DBE	(7) Total FTA Dollars DBE	(8) Percentages DBE
(9) Construction	10,586,480	100.00%	10,586,480	383,231	3.62%
(10) Professional Services	1,614,064	100.00%	1,614,064	56,331	3.49%
(11) Materials Supplies Equipment	1,029,696	60.00%	617,818	21,562	3.49%
(12) Other	0	100.00%	0	0	
(13) Totals	13,230,240		12,818,362	461,123	3.49%

(14) Annual Overall Aspirational DBE Goal = Total Column (5) X 100 = 3.49%

(15) Prepared by: Jeanette Bailor  
 (16) Certified by: Jeanette Bailor

Phone #: (541) 682-6100  
 Date: 06/16/10

**LANE TRANSIT DISTRICT  
PROJECTED FTA FUNDED CONTRACT AWARDS  
FEDERAL FISCAL YEAR 2011**

<b>OPERATING FUNDS</b>	<b>PERSONAL SERVICES</b>	<b>MATERIALS &amp; SVCS</b>	<b>CONTRACT SVCS</b>	<b>TOTAL</b>
TRANSP. DEMAND 100%	0	0	0	0
MGMT(COMMUTER SOLUTIONS)				0
Federally funded	407,000	39,000	256,200	702,200
OPERATING COSTS		0	0	0
<b>GRANT-ELIGIBLE COST</b>	407,000	39,000	256,200	702,200
<b>NONCONTRACTING OPPORTUNITIES</b>				
PERSONAL SERVICES	407,000			407,000
NET CONTRACTING OPPORTUNITIES - TDM	0	39,000	256,200	295,200
<b>CAPITAL FUNDS</b>				
ADP SOFTWARE/HDW - 80%		513,120	555,880	1,069,000
TRANSIT SECURITY - 80%		150,000	150,000	300,000
MISC. EQUIPMENT - 80%		105,000		105,000
COMMUNICATION EQUIP - 80%		300,000	27,000	327,000
PASS. BRDG IMPR. /FACILITIES - 80%		1,269,200	1,808,100	3,077,300
VENETA PARK & RIDE 100%		0	0	0
TRANSIT ENHANCEMENTS 100%		0		0
SHOP/RADIO SHOP EQUIPMENT - 80%		59,000	0	59,000
BUS RELATED EQUIPMENT - 80%		250,000	0	250,000
REVENUE VEHICLES - 80%		15,397,000	0	15,397,000
SUPPORT VEHICLES - 80%		60,000		60,000
GRANT FUNDED PARTS - 80%		120,000		120,000
FLEET FACILITY REMODEL - 100%		0	0	0
GLENWOOD FACILITY REMODEL - 80%		0	0	0
EmX PIONEER PKWY - 80%		11,200,000		11,200,000
EmX PIONEER PKWY - VEHICLES 100%		0		0
EmX WEST EUGENE - 80%		0		0
INTELLIGENT TRANSPORT SYSTEMS - 80%		509,305	867,195	1,376,500
PROGRESSIVE CORRIDOR - 80%		0		0
ACCESSIBLE VEHICLES - 89.73%		1,775,000	0	1,775,000
ACCESSIBLE PROJECTS - 89.73%			0	0
LESS PERSONAL SERVICES	0			0
LESS BUSES(REVENUE VEHICLES)		(17,172,000)	0	(17,172,000)
NET CONTRACTING OPPORTUNITIES	0	14,574,625	3,664,375	18,239,000
FTA FUNDED - 80%		10,208,500	2,726,540	12,935,040
FTA FUNDED - 89.73%		0	0	0
FTA FUNDED - 100%		39,000	256,200	295,200
TOTAL FTA FUNDED		10,247,500	2,982,740	13,230,240
<b>DBE ASPIRATIONAL GOAL 3.49%</b>	<b>0</b>	<b>357,638</b>	<b>104,098</b>	<b>461,735</b>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** LTD SALARIED EMPLOYEES' RETIREMENT PLAN CHANGE

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

**ACTION REQUESTED:** Approval of Plan Change

**BACKGROUND:** As part of LTD's efforts to reduce personnel services costs, all administrative employees will take either five or six unpaid days off in Fiscal Year 2010-11. In addition, administrative employees in positions above grade 17 will take an additional two unpaid days off. This is intended to save operational funds in the fiscal year; it is not intended to cause a long-term loss to an employee's retirement benefit.

Since the retirement benefit for salaried employees is calculated based partially on income, a loss of five, six, or eight paid days in one year will decrease the benefit for those who choose to retire during the next three years. Trust Attorney Everett Moreland has written a plan amendment that will keep this from happening. The amendment will change the plan so that an employee's benefit calculation will impute compensation for unpaid days off under LTD's unpaid furlough policy. This means, only for the purposes of the retirement benefit, that the employee will receive compensation credit for the unpaid days.

**ATTACHMENT:** Ninth Amendment to the Restatement of the Lane Transit District Salaried Employees' Retirement Plan Dated June 19, 2002

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

LTD Resolution No. 2010-024:

The LTD Board of Directors hereby approves the Ninth Amendment to the Restatement of the Lane Transit District Salaried Employees' Retirement Plan Dated June 19, 2002, as stated in the attached document and directs the General Manager to sign the Ninth Amendment on behalf of LTD.

NINTH AMENDMENT TO THE RESTATEMENT OF THE  
LANE TRANSIT DISTRICT SALARIED EMPLOYEES' RETIREMENT PLAN  
DATED JUNE 19, 2002

The restatement of the LANE TRANSIT DISTRICT SALARIED EMPLOYEES' RETIREMENT PLAN dated June 19, 2002, as that restatement has been amended through the Eighth Amendment dated November 18, 2009, is amended as follows effective July 1, 2010: The part of Section 1.5 before Section 1.5.1 is amended to read:

1.5 "Compensation" - A Member's or Inactive Member's base salary or wages as shown on Employer's Administrative Salary Schedule or, where Employer's Administrative Salary Schedule is not applicable, based on the Member's annual salary from Employer, but only to the extent paid or, solely for purposes of Section 8.1.1(C)(2)(b) and determining Final Average Annual Salary, to the extent not paid because the Member takes one or more unpaid furlough days during July 1, 2010, through June 30, 2011, under Employer's unpaid furlough policy for that period.

LANE TRANSIT DISTRICT

By: \_\_\_\_\_  
Mark Pangborn, General Manager  
Signed this June 16, 2010

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** DESIGNATION OF LTD LABOR NEGOTIATIONS TEAM

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

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

**BACKGROUND:**

The Collective Bargaining Agreement between the Lane Transit District and the Amalgamated Transit Union, Division 757, expires June 30, 2010. Since agreement was reached on the current contract and LTD returned to normal operations, many positive changes have improved the work environment and atmosphere for LTD employees. Numerous employees have worked hard to realize these changes. However, the local recession has left significant budget shortfalls and resulted in the need to reduce costs in all areas, including personnel services. As we progress through the negotiations process, we all will be mindful of the lessons learned in the last process, the progress that has been made since then, and the critical need to control costs.

Oregon Public Meetings law gives the Board of Directors executive session privilege “to conduct deliberations with persons designated by the governing body to carry on labor negotiations.” In the past, the Board of Directors has designated a full negotiations team for each specific contract.

In efforts to bring continuity to the processes, the Board approved LTD Resolution No. 2007-001 on January 17, 2007, recommending that the Board appoint Mary Adams, director of Human Resources and Risk Management, as the permanent designee for labor negotiations. Ms. Adams was given the authority to select other team members, as appropriate, to achieve the strategic goals of each contract. Ms. Adams also has the authority to adjust the composition of the Negotiations Team as bargaining progresses. The authority to approve the final selection still lies with the Board of Directors.

For the upcoming labor contract negotiations, Mary Adams recommends that she be assisted by Mark Johnson, Director of Transit Operations; Diane Hellekson, Director of Finance and Information Technology; George Trauger, Director of Maintenance; and Jacqueline Damm, labor attorney with the law firm of Bullard Smith Jernstedt Wilson.

**RESULTS OF RECOMMENDED ACTION:** The Negotiations Team will be in place to begin negotiating the 2010-13 Working and Wage Agreement.

**ATTACHMENT:** None.

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

LTD Resolution No. 2010-025: It is hereby resolved that the LTD Board of Directors approve the 2010-13 Labor Negotiations team of Mary Adams, Diane Hellekson, Mark Johnson, and George Trauger, with assistance from labor attorney Jacqueline Damm. Consistent with LTD Resolution No. 2007-001, Ms. Adams has the authority to adjust the composition of the Negotiations Team as bargaining progresses, provided that the Board approve all Negotiations Team members selected prior to the Negotiations Team conducting any deliberations in executive session.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** ELECTION OF BOARD OFFICERS

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

**ACTION REQUESTED:** That the Board elect a president, vice president, secretary, and treasurer to fill two-year terms beginning July 1, 2010.

**BACKGROUND:** In accordance with ORS 267.120(1), the Board of Directors must elect from among its members, by majority vote, a president, vice president, secretary, and treasurer, to serve two-year terms beginning and ending on July 1 of even-numbered years. Elections were held in June 2008 for terms ending June 30, 2010.

The current officers are Mike Eyster, president; Greg Evans, vice president; Dean Kortge, secretary; and Ed Necker, treasurer. Two Board members' terms will expire at the end of 2010 (Greg Evans and Michael Dubick). It is anticipated that both Board members will be reappointed to fill another four-year term. Should one of the officers leave the Board in mid-term, an election to fill that officer's vacancy can be held at that time.

**ATTACHMENT:** None

**NOMINATION:** I nominate \_\_\_\_\_ as the LTD Board (office), for a two-year term beginning July 1, 2010. (Nominations do not require a second.)

After closing the nominations, the presiding officer will take the vote on each candidate or on a slate of candidates, by either roll call or voice vote.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 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. **Human Resources Committee:** The Board Human Resources Committee is composed of Chair Mike Dubick and Board members Dean Kortge and Gary Gillespie. An executive session to discuss labor negotiations was held on May 25. The next meeting is scheduled to be held on July 13.
2. **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 met on June 1. During the meeting, the City of Eugene's Urban Forester Mark Snyder gave an overview of the City's tree program and how it relates to projects such as EmX. The agenda also included an update on the Gateway EmX Extension, with a focus on circulation at the Eugene Station; and an overview of West Eugene EmX Extension environmental review process.
3. **West Eugene EmX Extension Corridor Committee (WEECC):** This committee is a subcommittee of the EmX Steering Committee and is composed of Board members Greg Evans, Dean Kortge, and Ed Necker, along with members of local government and community representatives. At the meeting held on June 2, Committee members



received an update on the WEEE Design Option project, an update on the planning for the June 3 open house, and an update on the WEEE project environmental review process. Customarily, this committee meets monthly; however, a second meeting has been scheduled to be held this month on June 15.

4. **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 June 10 meeting, the Committee received a presentation on the Metropolitan Planning Organization's Title VI Plan, information on the Metropolitan Transportation Improvement Program amendments, and a report on public involvement efforts for the regional planning policy discussion.

#### **OTHER ACTIVITIES**

1. **Envision Eugene Workshop**: On June 2-4, Board President Mike Eyster and General Manager Mark Pangborn, along with approximately 50 members of government agencies and community groups, met to discuss the future growth of Eugene. These full-day discussions focused on building skills that would enable individuals with opposing views to gain consensus in order to develop a shared vision for the future development of Eugene.

#### **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 June 24 at the City of Florence Senior Center.
2. **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.
3. **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 Workshop**: 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 some excellent speakers, compelling topics, and a variety of special

activities. The agenda will be forwarded to LTD Board members when it is finalized so that members may arrange to participate.

2. **Oregon Transit Board Members Coalition Meeting**: On July 16, the day preceding the APTA Board Members and Board Support Seminar, a meeting has been scheduled as an opportunity for Oregon transit board members to come together to discuss common issues facing transit. The second meeting of this group is tentatively scheduled to be held during the Oregon Transit Association's October conference in Seaside, with the intent of planning an agenda for the 2011 legislative session.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** EAST 11<sup>TH</sup> AVENUE EMX OUTREACH

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

**ACTION REQUESTED:** None. Information only. Staff will be available to respond to questions.

**BACKGROUND:** Lane Transit District and the City of Eugene have been working on a plan to change inbound EmX routing to use East 11<sup>th</sup> Avenue between High Street and the Eugene Station. Final plans will be submitted to the City of Eugene on or about July 1, and work along East 11<sup>th</sup> Avenue will be completed in August or September 2010.

All of the street changes will be accomplished through restriping. The right lane will become a Business Access Transit (BAT) lane. Buses and vehicles turning right will use the right lane, while through traffic will merge left into the two through lanes.

City traffic engineers believe that the new configuration represents how the lanes currently are used to a great extent and that increases in traffic congestion would be minimal. All access to and from businesses is maintained, and no parking changes are made along East 11<sup>th</sup> Avenue. Bicycle lanes are maintained, with some lane markings added to improve safety. No pedestrian changes are made.

To communicate the proposed changes, LTD staff will complete the following outreach activities:

- Door-to-door contact with all businesses and organizations surrounding the Eugene Station and fronting the street between High Street and Lincoln Street.
- Direct mail to an area approximately two to three blocks on each side of the project area.
- Contact with key groups, such as the LTD Accessible Transportation Committee and other groups for people with disabilities.
- Press release to engage the media.
- Employee, customer, and newsletter group information pieces.
- Neighborhood group contact.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** BOARD MEETING PROCEDURE

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

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

**BACKGROUND:** During the April 21, 2010, Board meeting, a number of questions were raised regarding Board procedures. The Board requested a brief update on Robert's Rules, abstentions, and conflict of interest. The following information is provided by the Oregon State Attorney General, Oregon Revised Statutes (ORS) Chapter 244, and Robert's Rules of Order.

**Consent Calendar:** The Consent Calendar is a component of a meeting agenda that enables the Board to adopt a group of routine items and resolutions, which do not require discussion, under one umbrella.

If a Board member feels that an item should be discussed, the Board member requests the removal of that item from the Consent Calendar when the Board president announces the presentation of the Consent Calendar. The request does not need a second, is not discussed, and no vote is needed to remove it from the Consent Calendar.

After Board members have finished extracting items from the Consent Calendar, the Board president presents the modified Consent Calendar to the Board and asks for a vote of the members. The extracted items will then be discussed as additional agenda items and voted upon under separate motions.

**Abstentions:** An abstention does not count as either a negative or affirmative vote. A member who is present but abstains may, however, be counted toward making up a quorum. An abstention, therefore, cannot be used to make up the minimum number of votes required to pass or reject a motion.

To illustrate: Before the Board can take action on a matter, it must have a quorum present. LTD Ordinance No. 1 defines a quorum as a majority of the members of the Board. LTD has a seven-member Board; four members constitute a quorum. Assume that six of the seven Board members are present at a meeting. On a motion, three members vote in favor, two vote against, and one abstains. Three concurring votes are needed (majority of the four required for a quorum, and a majority of those voting) to take action. Therefore, the motion passes.

As a general rule, abstentions should be limited to matters where a Board member has a conflict of interest or other compelling circumstances exist. As an example of a compelling circumstance, a Board member may abstain where he/she was not present during discussion/debate on an issue, and the member does not feel that he/she has adequate knowledge of the matter to make an informed decision.

**Conflict of Interest:** ORS Chapter 244 states that when met with an actual or potential conflict of interest, a public official shall announce publicly the nature of the conflict of interest prior to any action being taken. In addition, the public official will refrain from participating in any discussion or debate on the issue. He/she also will refrain from voting on the issue, except if the public official’s “vote is necessary to meet a requirement of a minimum number of votes to take official action.” [ORS 244.120(2)(b)(B)]. However, in such cases where a Board member has announced a conflict of interest, to avoid potentially violating Oregon Ethics Law relating to use of a public official’s position to obtain financial gain [ORS 244.040(1)], the Board should withhold taking action until such time as it has the requisite number of directors present to take action without the vote of the member who has the conflict.

**ATTACHMENTS:** None.

**PROPOSED MOTION:** None.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 2010

**ITEM TITLE:** MAY FINANCIAL STATEMENTS

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

**ACTION REQUESTED:** None

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

Passenger fares increased 5.3 percent for the first eleven months of the fiscal year compared to the same period last year and are up \$178,000 versus budget. Passenger boardings for the rolling twelve-month period, which ended May 31, are down 3.8 percent over the previous period. May is the fourth consecutive month of improvement. Boardings for the month of May 2010 are 1 percent higher than for May 2009. There was the same number of weekdays in May 2010 as in May 2009.

Group pass receipts continue to be strong. Receipts year to date are 13.2 percent higher than for the comparable period in the previous fiscal year and more than \$300,000 ahead of year-to-date budget projections.

Payroll tax receipts are down 8.4 percent versus last year as of May 31, which is a significant improvement from the 12.6 percent reported through April 30, and the identical result reported to the Board at the May meeting for quarterly receipts disbursed in early May. Results are consistent with the improvement in the local unemployment rate, although unemployment is still high. This important revenue source is expected to be more than \$2.2 million below budget expectations by fiscal year end.

The majority of self-employment receipts are expected in May each year. As of May 31, receipts were 7.6 percent below last year. At the May Board meeting, it was reported that self-employment tax receipts appeared stronger than expected. It now appears that taxpayers probably filed earlier than usual and that receipts for the current fiscal year will be near or slightly below budget.

State-in-lieu of taxes receipts were inexplicably high for the quarter ending December 31, 2009. There was concern that a distribution error might have occurred and that a significant portion of the receipts would subsequently have to be returned to the Department of Administrative Services (DAS). Inquiries at DAS have failed to explain the windfall or identify an error, and receipts for the quarter ending March 31, 2010, were normal. Year to day, this revenue source is \$290,000 over budget.

Interest earnings on funds invested in the Local Government Investment Pool remain at 0.55 percent, the lowest rate in institutional memory.

Total personnel services expenditures, the largest category of operating expense, show a 3 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. Personnel services expenditures will increase for June due to retirements with incentives and position reductions that will cash out leave balances at termination.

Materials and services results vary widely from department to department. Total materials and services are lower for the first eleven months of this fiscal 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, \$1,606,000 was transferred through May to provide local match for federally funded projects.

Fuel prices continued to drift upward in May. 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 May 31 the average for the fiscal year was slightly above \$2.04, a reduction from the April report that is the result of using stored fuel, which is averaging \$1.96 per gallon. Fuel in the current fiscal year was budgeted at \$2.00 per gallon.

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

The Transportation Options Fund activities are generally as expected through the first eleven months of the current fiscal year. There is still an unprocessed grant that is responsible for the current cash deficit. The deficit will be temporarily covered by a loan from the General Fund as part of a supplemental budget action covered in an action item at the June Board meeting.

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. All of the funds expenditures will be covered by accrued or received revenue by fiscal year end. The Medicaid Fund, new to the budget in the current fiscal year, shows expected results through the first eleven months of the current fiscal year.

Work associated with the remodel of the fleet maintenance facility continued through May. Year to date, the Gateway EmX Extension project represents the largest capital outlay. Completion of the fleet maintenance building remodel project occurred in May 2010, although there will be technical work on the new training room through the summer. 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 \$668,000 fund deficit, which has been covered by cash from the General Fund. The short-term load will be formalized by supplemental budget action at the June 16 meeting.

May results for all funds are consistent with the Long-Range Financial Plan assumptions that were the basis for the components of the FY 2010-11 approved budget. The approved budget will be the subject of a public hearing at the June 16 meeting, and the Board will be asked to adopt an amended version of it that will become LTD's business plan for the next fiscal year.

**ATTACHMENTS:**

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

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

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**Lane Transit District  
Operating Financial Report**

**For the Fiscal Period Ending 5/31/2010 With Comparisons to Prior Year to Date  
Current Year: 2009-2010  
Unaudited**

	Prior YTD 08-09	Adopted Budget	YTD Actual	% Budget	% Over Last Year
<b>Revenues &amp; Other Sources</b>					
Passenger Fares	4,093,463	4,507,800	4,310,617	95.6%	5.3%
Group Pass	1,907,969	2,030,500	2,159,277	106.3%	13.2%
Advertising	329,296	264,000	245,000	92.8%	-25.6%
Special Service	700,429	735,700	664,302	90.3%	-5.2%
Miscellaneous	216,318	179,500	244,867	136.4%	13.2%
Total Operating	<u>7,247,475</u>	<u>7,717,500</u>	<u>7,624,063</u>	98.8%	5.2%
Payroll Tax (cash basis)	22,918,336	23,327,600	20,981,786	89.9%	-8.4%
Self-employment Tax (cash basis)	1,464,942	1,400,000	1,354,303	96.7%	-7.6%
State-in-Lieu (accrued basis)	1,054,718	1,400,000	1,330,075	95.0%	26.1%
Operating Grants - American Recovery & Reinvestment Act (ARRA)		3,201,500	3,113,052	97.2%	N/A
Operating Grants	147,988	1,025,000	67,360	6.6%	-54.5%
Total Taxes & Grants	<u>25,585,984</u>	<u>30,354,100</u>	<u>26,846,576</u>	88.4%	4.9%
Interest Income	296,330	150,000	55,527	37.0%	-81.3%
Sale of Assets	1,763	-	9,746	N/A	452.8%
Transfer from Commuter Solutions Fund	-	-	-	N/A	N/A
Total Revenues & Other Sources	<u>33,131,552</u>	<u>38,221,600</u>	<u>34,535,912</u>	90.4%	4.2%
<b>Expenditures &amp; Other Uses</b>					
<b>Personnel Services</b>					
Administration	7,588,338	9,158,000	7,707,022	84.2%	1.6%
Administration - Contra Payroll	(1,480,088)	(1,634,500)	(1,459,804)	89.3%	-1.4%
Administration - Net	<u>6,108,250</u>	<u>7,523,500</u>	<u>6,247,218</u>	83.0%	2.3%
Contract	16,149,645	18,911,800	16,683,826	88.2%	3.3%
Total Personnel Services	<u>22,257,895</u>	<u>26,435,300</u>	<u>22,931,044</u>	86.7%	3.0%
<b>Materials &amp; Services</b>					
General Administration	136,525	177,800	100,264	56.4%	-26.6%
Government Relations	120,755	125,800	114,120	90.7%	-5.5%
Finance	56,065	134,800	88,059	65.3%	57.1%
Information Technologies	423,670	570,900	435,808	76.3%	2.9%
Human Resources	130,426	334,400	170,794	51.1%	31.0%
Service Planning	9,448	10,000	11,924	119.2%	26.2%
Marketing	291,263	309,900	260,942	84.2%	-10.4%
Graphics	13,241	14,600	5,568	38.1%	-57.9%
Accessible Services	4,886	37,000	1,093	3.0%	-77.6%
Planning & Development	16,488	19,700	16,904	85.8%	2.5%
<i>point2point Solutions</i>	72	-	-	N/A	-100.0%
Facilities Services	732,690	854,500	657,643	77.0%	-10.2%
Transit Operations	556,117	631,200	485,296	76.9%	-12.7%
Customer Service Center	14,123	27,700	19,185	69.3%	35.8%
Maintenance	3,149,301	3,437,300	3,053,746	88.8%	-3.0%
Insurance / Liability Costs	1,014,681	1,267,600	1,143,070	90.2%	12.7%
Transporation Options Transfer	5,000	5,000	5,000	100.0%	0.0%
Accessible Services Transfer	1,612,773	1,900,000	1,219,749	64.2%	-24.4%
Capital Transfer	1,606,000	-	-	N/A	-100.0%
Total Materials & Services	<u>9,893,524</u>	<u>9,858,200</u>	<u>7,789,165</u>	79.0%	-21.3%
Total Expenditures & Other Uses	<u>32,151,419</u>	<u>36,293,500</u>	<u>30,720,209</u>	84.6%	-4.5%
Excess (Deficiency) of Revenues Over Expenditures	<u>980,133</u>	<u>1,928,100</u>	<u>3,815,703</u>		289.3%
<b>Net to Fund</b>	<u>980,133</u>	<u>1,928,100</u>	<u>3,815,703</u>		289.3%



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

	Current Balance	Balance 06/30/09
<b>ASSETS</b>		
Cash & Investments	\$ 9,891,741	\$ 7,990,388
Receivables	2,227,900	1,537,183
Accrued Payroll Taxes Receivable	4,826,000	4,826,000
Due from Other Governments	-	440,207
Due from Other Funds	1,758,047	-
Inventory of Parts and Supplies	1,442,340	1,831,649
Prepaid Expenses	706,339	706,623
VRC Lease	2,083	2,083
Property, Plant and Equipment Net of Accumulated Depreciation	<u>92,451,905</u>	<u>92,451,905</u>
<b>Total Assets</b>	<b><u>\$ 113,306,355</u></b>	<b><u>\$ 109,786,038</u></b>
<b>LIABILITIES</b>		
Accounts Payable	\$ -	\$ 388,963
Accrued Payroll Related Payable	912,659	1,005,824
Unearned Revenue	205,980	61,892
Liability Claims/Other Payable	632,391	589,737
CAL/Sick Accrual	3,287,339	3,287,339
Net OPEB Obligation	<u>635,353</u>	<u>635,353</u>
<b>Total Liabilities</b>	<b><u>5,673,722</u></b>	<b><u>5,969,109</u></b>
<b>FUND BALANCE</b>		
Investment in Fixed Assets	32,670,227	32,670,227
Reserved for Long-Term Lease	2,083	2,083
Contributed Capital	<u>71,081,655</u>	<u>71,081,655</u>
<b>Fund Balance Restricted to Assets</b>	<b><u>103,753,965</u></b>	<b><u>103,753,965</u></b>
<b>Fund Balance</b>	<b>62,964</b>	<b>4,985,175</b>
Excess (Deficiency) of Revenues Over Expenditures	<u>3,815,703</u>	<u>(4,922,211)</u>
<b>Ending Fund Balance</b>	<b><u>3,878,667</u></b>	<b><u>62,964</u></b>
<b>Total Reserves &amp; Fund Balances</b>	<b><u>107,632,632</u></b>	<b><u>103,816,929</u></b>
<b>Total Liabilities &amp; Fund Balance</b>	<b><u>\$ 113,306,354</u></b>	<b><u>\$ 109,786,038</u></b>



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

	Current Balance	Balance 06/30/09
<b>ASSETS</b>		
Cash & Equivalents	\$ -	\$ 211,768
Receivables	2,200	55,100
Prepaid Expenses	<u>7,800</u>	<u>-</u>
<b>Total Assets</b>	<b><u>\$ 10,000</u></b>	<b><u>\$ 266,868</u></b>
<b>LIABILITIES</b>		
Accounts Payable	\$ -	\$ 11,991
Due to Other Funds	<u>287,571</u>	<u>-</u>
<b>Total Liabilities</b>	<b><u>287,571</u></b>	<b><u>11,991</u></b>
<b>RESERVES &amp; BALANCES</b>		
Fund Balance	254,877	370,138
Excess (Deficiency) of Revenues Over Expenditures	<u>(532,448)</u>	<u>(115,261)</u>
Ending Fund Balance	<u>(277,571)</u>	<u>254,877</u>
<b>Total Liabilities &amp; Fund Balances</b>	<b><u>\$ 10,000</u></b>	<b><u>\$ 266,868</u></b>



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

	Current Balance	Balance 6/30/2009 Restated, As If
<b>ASSETS</b>		
Cash & Investments	\$ 620,911	\$ 235,555
Receivables	83,125	75
Grants Receivable	(162,124)	122,582
<b>Total Assets</b>	<b><u>\$ 541,912</u></b>	<b><u>\$ 358,212</u></b>
<b>LIABILITIES</b>		
Accounts Payable	\$ 154,960	\$ 140,348
Oakridge Program Reserves	51,166	62,412
Unearned Revenue	433,405	-
<b>Total Liabilities</b>	<b><u>639,530</u></b>	<b><u>202,760</u></b>
<b>RESERVES &amp; BALANCES</b>		
Fund Balance	155,452	104,712
Excess (Deficiency) of Revenues Over Expenditures	(253,071)	50,740
Ending Fund Balance	(97,619)	155,452
<b>Total Liabilities &amp; Fund Balances</b>	<b><u>\$ 541,912</u></b>	<b><u>\$ 358,212</u></b>



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

	Current Balance	Balance 6/30/2009 Restated, As If
<b>ASSETS</b>		
Cash & Investments	\$ 214,982	\$ 378,351
Receivables	501,398	255,368
Grants Receivable	(114,105)	-
<b>Total Assets</b>	<b>\$ 602,274</b>	<b>\$ 633,719</b>
<b>LIABILITIES</b>		
Accounts Payable	\$ 70,228	\$ 138,304
Medicaid Medical Reserves	336,242	347,948
<b>Total Liabilities</b>	<b>406,470</b>	<b>486,252</b>
<b>RESERVES &amp; BALANCES</b>		
Fund Balance	147,467	147,467
Excess (Deficiency) of Revenues Over Expenditures	48,337	-
<b>Ending Fund Balance</b>	<b>195,804</b>	<b>147,467</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 602,274</b>	<b>\$ 633,719</b>



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

	Current Balance	Balance 06/30/09
<b>ASSETS</b>		
Cash & Investments	\$ -	\$ 3,355,445
Accounts Receivable	92,187	94,980
Grants Receivable	<u>1,623,707</u>	<u>4,269,381</u>
<b>Total Assets</b>	<b><u>\$ 1,715,894</u></b>	<b><u>\$ 7,719,806</u></b>
<b>LIABILITIES</b>		
Accounts Payable	\$ 50,024	\$ 2,488,506
Due to Other Funds	1,470,476.00	-
Retainage Payable	800,951	131,082
Unearned Revenue	<u>62,150</u>	<u>62,150</u>
<b>Total Liabilities</b>	<b><u>2,383,602</u></b>	<b><u>2,681,738</u></b>
<b>RESERVES &amp; BALANCES</b>		
Fund Balance	5,038,069	1,935,115
Excess (Deficiency) of Revenues Over Expenditures	<u>(5,705,776)</u>	<u>3,102,954</u>
Ending Fund Balance	<u>(667,707)</u>	<u>5,038,069</u>
<b>Total Liabilities &amp; Fund Balances</b>	<b><u>\$ 1,715,894</u></b>	<b><u>\$ 7,719,807</u></b>



**Lane Transit District  
General Fund  
Schedule of Resources and Requirements  
For the Period 5/1/2010- 5/31/2010  
Unaudited**

	Annual Budget	Current Month			Year to Date		
		Budget	Actual	Variance	Budget	Actual	Variance
<b>Resources</b>							
Beginning Working Capital	5,280,000	-	-	-	5,280,000	7,921,300	2,641,300
Passenger Fares	4,507,800	375,640	400,304	24,664	4,132,040	4,310,617	178,577
Group Pass	2,030,500	219,000	241,582	22,582	1,857,500	2,159,277	301,777
Advertising	264,000	22,000	22,500	500	242,000	245,000	3,000
Special Service	735,700	46,000	-	(46,000)	691,800	664,302	(27,498)
Miscellaneous	179,500	14,950	13,435	(1,515)	164,590	244,867	80,277
Payroll Tax (cash basis)	23,327,600	4,000,000	4,279,795	279,795	23,202,600	20,981,786	(2,220,814)
Self-Employment Tax (cash basis)	1,400,000	850,000	438,344	(411,656)	1,384,000	1,354,303	(29,697)
State-in-Lieu (accrual basis)	1,400,000	-	-	-	1,040,000	1,330,075	290,075
Operating Grants	4,226,500	352,210	-	(352,210)	3,874,310	3,180,412	(693,898)
Interest Income	150,000	12,500	5,570	(6,930)	137,500	55,527	(81,973)
Proceeds From Sale of Assets	-	-	-	-	-	9,746	9,746
Transfer from Commuter Solutions Fund	-	-	-	-	-	-	-
<b>Total General Fund Resources</b>	<b>43,501,600</b>	<b>5,892,300</b>	<b>5,401,530</b>	<b>(490,770)</b>	<b>42,006,340</b>	<b>42,457,212</b>	<b>450,872</b>
<b>Requirements</b>							
General Administration	778,400	64,900	46,036	18,864	714,060	675,804	38,256
Government Relations	125,800	7,990	2,500	5,490	118,890	114,120	4,770
Finance	1,075,300	86,410	74,866	11,544	988,930	880,305	108,625
Information Technologies	1,156,100	96,360	80,915	15,445	1,060,120	966,300	93,820
Human Resources	990,600	82,550	60,485	22,065	908,450	709,458	198,992
Service Planning	571,300	47,110	39,557	7,553	524,460	471,438	53,022
Marketing	638,800	37,755	27,821	9,934	606,325	528,007	78,318
Graphics	140,800	10,630	9,390	1,240	130,090	109,960	20,130
Accessible Services	129,600	15,290	6,348	8,942	117,840	51,962	65,878
Planning & Development	268,500	22,380	22,141	239	246,420	186,887	59,533
<i>point2point Solutions</i>	-	-	1,400	(1,400)	80	-	80
Facilities Services	1,433,500	119,400	60,068	59,332	1,314,440	1,086,736	227,704
Transit Operations	17,858,200	1,505,050	1,419,012	86,038	16,352,775	15,722,242	630,533
Customer Service Center	577,000	47,810	39,310	8,500	529,670	454,270	75,400
Maintenance	7,377,000	614,770	483,908	130,862	6,762,590	6,394,901	367,689
Insurance / Liability Costs	1,267,600	105,650	71,699	33,951	1,162,150	1,143,070	19,080
<b>Total Operating Requirements</b>	<b>34,388,500</b>	<b>2,864,055</b>	<b>2,445,456</b>	<b>418,599</b>	<b>31,537,290</b>	<b>29,495,460</b>	<b>2,041,830</b>
Transportation Options Transfer	5,000	-	-	-	5,000	5,000	-
Accessible Services Transfer	1,900,000	158,330	217,737	(59,407)	1,741,630	1,219,749	521,881
Capital Projects Transfer	-	-	-	-	-	-	-
Reserve-Operating Contingency	1,000,000	-	-	-	-	-	-
Reserve-Self-insurance and Risk	1,000,000	-	-	-	-	-	-
Reserve-Working Capital	5,208,100	-	-	-	-	-	-
<b>Total Non-Operating Requirements</b>	<b>9,113,100</b>	<b>158,330</b>	<b>217,737</b>	<b>(59,407)</b>	<b>1,746,630</b>	<b>1,224,749</b>	<b>521,881</b>
<b>Total General Fund Requirements</b>	<b>43,501,600</b>	<b>3,022,385</b>	<b>2,663,193</b>	<b>359,192</b>	<b>33,283,920</b>	<b>30,720,209</b>	<b>2,563,711</b>
<b>Resources Less Requirements</b>	<b>-</b>				<b>8,722,420</b>	<b>11,737,003</b>	



**Lane Transit District**  
**Transportation Options Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 5/1/2010 - 5/31/2010**  
**Unaudited**

	Adopted Budget	YTD Actual	Current Month Actual	Percent of Year Variance	91.7% YTD % of Budget
<b>Revenues &amp; Other Sources</b>					
Federal Grants-Surface Transportation Program	436,500			(436,500)	0.0%
TDM Match - Other Local Jurisdictions	15,000	18,000		3,000	120.0%
Business Energy Tax Credit (BETC)	60,000			(60,000)	0.0%
Miscellaneous Income	-	200		200	
Transfer from General Fund	5,000	5,000		-	100.0%
<b>Total Revenues</b>	<u>516,500</u>	<u>23,200</u>	<u>-</u>	<u>(493,300)</u>	<u>4.5%</u>
<b>Expenditures &amp; Other Uses</b>					
Funded from Rideshare Program					
Project Management	184,200	471,973	29,836	(287,773)	256.2%
Special Projects	71,200	20,661	686	50,539	29.0%
Research	18,000	-	-	18,000	0.0%
Carpool/Vanpool Program	217,200	43,951	2,650	173,249	20.2%
Smart Ways to School Program	71,200	12,239	-	58,961	17.2%
Emergency Ride Home Program	-	2,883	-	(2,883)	N/A
Gateway Transportation Program	-	-	-	-	N/A
Park & Ride Program	-	2,213	-	(2,213)	N/A
Group Pass Program	121,500	1,728	-	119,772	1.4%
<b>Total Rideshare Program</b>	<u>683,300</u>	<u>555,648</u>	<u>33,172</u>	<u>127,652</u>	<u>81.3%</u>
Transfer to General Fund	-	-	-	-	N/A
Contingency	138,400	-	-	138,400	0.0%
<b>Total Commuter Solutions Expenditures</b>	<u>821,700</u>	<u>555,648</u>	<u>33,172</u>	<u>266,052</u>	<u>67.6%</u>
<b>Unreserved Fund Balance</b>					
Change to Fund Balance	(305,200)	(532,448)			
Beginning Balance	305,200	254,877			
<b>Ending Balance</b>	<u>-</u>	<u>(277,571)</u>			





**Lane Transit District**  
**Accessible Services Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 5/1/2010 - 5/31/2010**  
**Unaudited**

	Percent of Year	91.7%			
	Adopted Budget	YTD Actual	Current Month Actual	Variance	YTD % of Budget
<b>Revenues &amp; Other Sources</b>					
State Special Transp Funds - In District	381,800	291,987	6,400	(89,813)	76.5%
State Special Transp Funds - Out of District	-	34,706	1,900	34,706	NA
State Special Transp Funds - Administration	-	4,500	-	4,500	NA
State Special Transp Fund - Operating		444,336	-		
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	-	29,314	-	29,314	NA
Other Federal Grants	748,300	674,979	73,343	(73,321)	0.0%
Other State Grants	57,100	-	-	(57,100)	0.0%
Business Energy Tax Credit Revenue	250,000	126,962	-	(123,038)	0.0%
Farebox	295,000	260,257	22,754	(34,743)	0.0%
Local Grants	70,090	67,383	12,107	(2,707)	0.0%
Miscellaneous	-	15,348	-	15,348	NA
Transfer from General Fund	1,900,000	1,219,749	217,737	(680,251)	0.0%
<b>Total Revenues</b>	<b>4,677,200</b>	<b>3,906,784</b>	<b>334,241</b>	<b>(1,214,752)</b>	<b>0.0%</b>
<b>Expenditures &amp; Other Uses</b>					
Eugene-Springfield Based Services					
ADA RideSource	3,837,200	3,406,224	295,545	430,976	0.0%
Mental Health & Homeless	68,600	56,753	7	11,847	0.0%
Travel Training & Host	111,400	73,866	-		0.0%
Job Access/Reverse Commute (JARC)	-	23,966	87	(23,966)	NA
<b>Total Eugene-Springfield Based Services</b>	<b>4,017,200</b>	<b>3,560,809</b>	<b>295,639</b>	<b>418,857</b>	<b>0.0%</b>
Rural Lane County Services					
South Lane	178,200	121,584	252	56,616	0.0%
Florence	164,100	128,006	11,893	36,094	0.0%
Oakridge	194,000	121,467	153	72,533	0.0%
<b>Total Rural Lane County Services</b>	<b>536,300</b>	<b>371,057</b>	<b>12,298</b>	<b>165,243</b>	<b>0.0%</b>
Lane County Coordination	123,700	194,090	22,092	(70,390)	0.0%
Transfer to Capital Fund	144,000	33,899	-	110,101	0.0%
Contingency	384,100	-	-	384,100	0.0%
<b>Total Accessible Services Expenditures</b>	<b>5,205,300</b>	<b>4,159,855</b>	<b>330,029</b>	<b>1,007,911</b>	<b>0.0%</b>
<b>Unreserved Fund Balance</b>					
Change to Fund Balance	(528,100)	(253,071)			
Beginning Balance	528,100	155,452			
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ (97,619)</b>			



**Lane Transit District**  
**Medicaid Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 5/1/2010 - 5/31/2010**  
**Unaudited**

	Adopted Budget	YTD Actual	Current Month Actual	Percent of Year Variance	91.7% YTD % of Budget
<b>Revenues &amp; Other Sources</b>					
Medicaid	4,740,000	3,419,271	356,020	(1,320,729)	72.1%
Medicaid Non-Medical	400,300	284,557	(590)	(115,743)	71.1%
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>3,738,009</u>	<u>355,430</u>	<u>(1,551,691)</u>	70.7%
<b>Expenditures &amp; Other Uses</b>					
Medicaid Medical Service	3,981,200	2,905,764	312,871	1,075,436	73.0%
Medicaid Non-Medical Service	568,500	313,133	20,278	255,367	55.1%
RideSource Call Center Administration	560,000	293,966	-	266,034	52.5%
Lane Transit District Administration	180,000	176,808	3,961	3,192	98.2%
Total Medicaid Fund Expenditures	<u>5,289,700</u>	<u>3,689,672</u>	<u>337,110</u>	<u>1,600,028</u>	69.8%
<b>Unreserved Fund Balance</b>					
Change to Fund Balance	-	48,337			
Beginning Balance	-	-			
Ending Balance	<u>-</u>	<u>48,337</u>			



**Lane Transit District**  
**Capital Projects Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Period 5/1/2010 - 5/31/2010**  
**Unaudited**

	Adopted Budget	YTD Actual	Current Month Actual	Variance	Percent of Year 91.7%	YTD % of Budget
<b>Revenues &amp; Other Sources</b>						
Federal Grant Income				-		N/A
Formula Funds (Section 5307)	3,421,000	347,227	15,491	(3,073,773)		10.1%
American Recovery & Reinvestment Act (ARRA)	3,396,800	4,924,954		1,528,154		145.0%
Discretionary Funds	26,081,300	12,503,277	34,980	(13,578,023)		47.9%
Other Funds	1,014,500	628,759	19,337	(385,741)		62.0%
Total Federal Grants	<u>33,913,600</u>	<u>18,404,217</u>	<u>69,808</u>	<u>(15,509,383)</u>		54.3%
Connect Oregon	3,117,800	2,155,433		(962,367)		69.1%
Other State Grant Income	-	-		-		N/A
Other Local Funds	82,000	308,247	92,188	226,247		375.9%
Miscellaneous Income	-	100		100		N/A
Transfer from Accessible Services Fund	144,000	33,899	-	(110,101)		23.5%
Total Resources	<u>37,257,400</u>	<u>20,901,896</u>	<u>161,996</u>	<u>(16,355,504)</u>		56.1%
<b>Expenditures</b>						
Grant Paid Capital						
EmX						
Gateway EmX Extension	26,200,000	15,075,676	62,485	11,124,324		57.5%
EmX Vehicles	5,200,000	3,775,198	88	1,424,802		72.6%
West Eugene EmX Extension	500,000	1,502,236	159,186	(1,002,236)		300.4%
Total EmX	<u>31,900,000</u>	<u>20,353,110</u>	<u>221,759</u>	<u>11,546,890</u>		63.8%
Revenue Rolling Stock	-	216,702	549	(216,702)		N/A
PBI/Facilities	6,311,300	4,557,779	24,119	1,753,521		72.2%
Software & Hardware	510,000	246,028	14,128	263,972		48.2%
Intelligent Transportation Systems	-	66,422	5,177	(66,422)		N/A
Transit Security Projects	210,000	-	-	210,000		0.0%
Bus Related Equipment	200,000	-	-	200,000		0.0%
Miscellaneous Equipment	40,000	10,300	-	29,700		25.8%
Communications	201,500	20,783	-	180,717		10.3%
Shop Equipment	25,000	15,018	-	9,982		60.1%
Support Vehicles	50,000	61,459	-	(11,459)		122.9%
Accessible Services Vehicles	1,130,600	1,060,070	2,485	70,530		93.8%
Budgeted for Capital Contingency	708,500	-	-	708,500		0.0%
Total Expenditures	<u>41,286,900</u>	<u>26,607,672</u>	<u>268,217</u>	<u>14,679,228</u>		64.4%
<b>Unreserved Fund Balance</b>						
Change to Fund Balance	(4,029,500)	(5,705,776)				
Beginning Fund Balance	<u>4,029,500</u>	<u>5,038,069</u>				
Ending Fund Balance	<u>-</u>	<u>(667,707)</u>				



## MONTHLY DEPARTMENT REPORTS

June 16, 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:

- An update on the WEEE project environmental review, including indications for a process change, was provided to the EmX Steering Committee at its June 1 meeting and to the Corridor Committee at its June 2 meeting.
- An open house was held on June 3 to review designs developed through the West Eugene EmX Extension Design Options (WEEEDO) effort.
- Opportunities for the public to learn about and comment on the WEEE project continue through open houses that occur every Tuesday between 1:00 p.m. and 5:00 p.m. at the Next Stop Center.
- Work continues with consultants, the City of Eugene, and LCOG on the development of the technical environmental analyses and on transit demand modeling that will serve as the basis for most of the technical environmental analyses.

##### **Regional Planning:**

During the past month, staff work that concentrated on regional planning included the following activities:

- Staff attended project open houses for Envision Eugene and for the Oregon Department of Transportation High Speed Rail.
- Staff participated in the Technical Advisory Committee for the Springfield Highway 126 Safety Study. This included review of stakeholder interviews (including six LTD drivers) that were conducted in order to understand safety issues on the corridor and to aid in the development of a Safety Committee.
- Staff participated in a meeting with administrative officers with Lane County and the cities of Springfield and Eugene who are working on the development of regional plans and transportation system plans.
- Staff developed a draft schedule for the Long-Range Transit Plan.

## **Point2point Solutions**

*Connie B. Williams, Program Manager*

### **School Solutions:**

LTD bus operators counted the boardings that were made in early May by students in grades 6-12 who were using the Student Transit Pass Program. Results yielded an average of 7,570 boardings on weekdays and 2,300 boardings on weekend days. This represents an increase of about 6 percent usage on school days over the measurements taken five months earlier in January.

School Transportation Project Assistant Lisa VanWinkle joined Bethel School District staff and parents in a series of meetings at Prairie Mountain, Meadow View, Irving, and Malabon schools to prepare a Safe Routes to School grant application that will fund activities to educate and encourage students to walk or bike to school. Applications are due July 15, and funding decisions will be made before school resumes in September.

### **Work Solutions:**

There were four inquiries into the Group Pass Program.

### **Education and Outreach:**

Point2point staff held a Business Commute Challenge Transportation Workshop at Enterprise Rent-a-Car on May 7.

Staff also organized and staffed an information booth on May 8 at the 2010 Bike Music Festival that was held at the University of Oregon (UO) EMU Amphitheater.

Employer Programs Specialist Marcia Maffei and Rideshare Program Coordinator Tracy Smith attended and helped staff booths at the 2010 Eugene/Springfield Business Commute Challenge Bike Day Breakfast Events held on the DeFazio Bridge and on the Springfield Bike Path.

### **On-the-go Solutions:**

Twenty-three commuter records were added to the Rideshare database for a total of 674 commuters on file.

Another Portland-to-Eugene vanpool began in May. This is the second vanpool for Berg Electric, a Portland based electrical contracting firm working on the UO Matthew Knight Arena. This vanpool travels 130 miles one-way each weekday and will reduce about 20,000 vehicle miles traveled each month, depending on ridership.

Ms. Smith assisted the City of Eugene in conducting a bike count as part of its measurement requirements for the Eugene Bike/Ped Strategic Plan.

**Program Management:**

The 2010 Eugene-Springfield Business Commute Challenge was completed. The Challenge was held on May 15 – May 21. The Challenge committee consisted of agency members from the Cities of Springfield and Eugene and consultant, Paul Adkins, with Point2point as the lead agency. Participation nearly doubled this year with 2,236 participants represented by 169 business/work teams. The Challenge participants walked, biked, bused, pooled, and clicked (teleworked) 63,904 miles, saving 51,744 pounds of carbon dioxide from being released into the atmosphere.

Business Commute Challenge sponsor KEZI provided extensive coverage of the event. There were nine news stories produced for the week highlighting two of the Challenge events, individual participants, and five local businesses: Pivot Architecture, 9Wood, Cawood, SOLARC Architecture and Engineering, Inc. and Pacific Cascade Federal Credit Union. (All but one company participates in LTD's Group Pass Program.)

On May 27, at the conclusion of Challenge week, an awards ceremony was held at the Campbell Center. General Manager Mark Pangborn, Congressman Peter DeFazio's District Director Karmen Fore, and Eugene Mayor Kitty Piercy addressed the audience. KEZI Weatherman Justin Stapleton emceed the event. There were 60 Business Commute Challenge Coordinators in attendance. Six trophies were given out, along with 25 100 Percent Participation certificates.

The DriveLess SaveMore Eugene Family Challenge was conducted from May 2 – 9. KEZI News was a media sponsor and aired 11 stories/tips on the Family Challenge. The value of news coverage totaled \$45,000. The winning Gough family, who normally drive 320 miles a week, drove 0 miles during the Challenge week; the Gordon family, who normally drive 297 miles a week, took second place by driving only 10 miles during the Challenge week; and the Wendt family, who normally drive 473 miles a week, took third place by driving only 78 miles during the Challenge week. The winning prize, with a total donation value of \$1,240, included round trip tickets on Amtrak Cascades to Portland, a Burley bike trailer and a hotel/restaurant package.

**CAPITAL PROJECTS**

*Charlie Simmons, Facilities Services Manager*

**Gateway EmX:**

Excavation and grading is underway to create the southbound busway in the Pioneer Parkway median south of Centennial Boulevard. This is essentially the last piece of bus lane to be built for the project. Construction on the last station platform will begin the week of June 7. The majority of asphalt paving on the project is complete with some final touches to be added in July. Installation of artwork at station railings will begin before the end of June, with the culmination of the sculpture installation in July.

## SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

**Media:** The past month has been an active media month. Coverage was provided by *The Register-Guard*; the *UO Emerald*; and KVAL, KEZI, and KMTR news stations. Topics included the painting of sidewalks adjacent to the Eugene Station, the introduction of the RouteShout pilot project, the West Eugene EmX meetings, the service reductions that will be effective in June, and a change in the enforcement of monthly pass expiration dates. The District is working on editorial board meetings with *The Register-Guard* to discuss the change in the West Eugene EmX decision-making process, and a guest editorial will be submitted that addresses the value of LTD service to the community.

**Annual Route Review Summer Bid:** Communications regarding summer service changes has been a focus for the Service Marketing staff. Signage is out at stops and stations, information has been provided in our riders' newsletter, press releases are out, Facebook and Twitter reminders have been sent, and details have been posted on LTD's website. A summer service *Rider's Digest* update has been printed and distributed via sales outlets, agencies, and LTD's buses.

**Event Services:** RAZ Transportation Company withdrew its interest in the UO football shuttles, which opens the door for LTD to provide the service. LTD will provide service to five of the six home games and provide ground support staff for the Thursday game in October. LTD will scale back the number of buses assigned to 40 while First Student will be increasing their buses used from 30 to 40. The number of park and rides will be reduced by three this coming year. Thurston High School and Shasta Middle School will be eliminated due to the travel time needed to serve them, while Valley River Inn will be consolidated with Valley River Center to address parking issues that the Macy's store experiences. These changes should allow LTD to better serve customers post-game.

The District's complaint against RAZ for its Butte to Butte quote was denied by the Federal Transit Administration (FTA). The event organizer is checking with RAZ to see if buses are still available to provide the service. LTD would be able to provide the shuttle service if RAZ doesn't have buses and withdraws its interest. At this time, it is unknown if RAZ has equipment available.

The FTA still has not ruled on the Oregon Country Fair (OCF) petition for an exemption. If the petition is granted, LTD would be able to contract directly with the OCF to provide shuttle service. OCF has created an alternative plan that involves a contract with First Student to provide the Valley River Center service, while LTD would provide shuttles from the Eugene Station.

**Outreach:** The District has a unique opportunity to print two *Rider's Digests* in the coming year. Typically a winter service change update is printed and inserted in the *Digest*, with the updated publication distributed in September. This year the changes for the EmX bid in January are known, which allows staff to develop the materials and print a completely new *Digest* for January. The quantity of both printings will be reduced, and LTD will spend

significantly less on printing costs than in previous years. In order to reduce printing costs and waste, LTD will introduce a 50-cent charge for *Rider's Digests* in the coming year. Following a short period of free distribution, customers will be required to pay 50 cents for a replacement. LTD anticipates saving more than \$10,000 in printing costs and generating an additional \$10,000 or more in sales of *Rider's Digests*. Customer Service staff and drivers will retain the authority to provide a *Digest* free of charge if they deem it appropriate.

The District is implementing a customer communications effort to encourage customers to pay the appropriate fare. One part of this effort includes a change to the three-day monthly pass grace period that LTD has used for many years. This grace period grew from one day to three days and sometimes more. These allowances create a number of problems for drivers who are trying to enforce fare payment. The change in practice will allow a customer to surrender their expired pass for a day pass on the first of the month. Customers are being asked to buy their pass before the new month begins. This requires a personal budgeting change for some people; however, once the change is made, customers should be able to easily stay on purchasing cycles that allow them to buy their passes before the new month begins. In addition to communicating this change in monthly pass usage, LTD is asking customers to be prepared to pay their fare when the bus arrives, display proper ID when using half-fare day passes, and pay the proper fare. The Fare Committee is hopeful that this outreach activity will address the larger cases of fare evasion that are being seen in the system.

### **ACCESSIBLE SERVICES**

*Terry Parker, Accessible Services Manager*

David Koffman, with transit planning consultants Nelson\Nygaard, visited LTD in May to consult with staff and members of LTD's Eligibility Assessment Team, Senior and Disabled Services, RideSource Call Center, and Alternative Work Concepts. Mr. Koffman will be developing a cost model for eligibility assessment services that will allow LTD to charge the true costs of the assessments performed by contractors to the appropriate program and associated funding source. LTD submitted the federal 5311 rural service grant applications as well as the Special Transportation Fund applications for Fiscal Year 2010-2011 funding. The RideSource Call Center Advisory Committee met in mid-May to review written customer communications. During the last week of May, Accessible Services Program Coordinator Susan Hekimoglu attended the Community Transportation Association of America Conference and Expo in Long Beach, California, to learn more about monitoring service and preventive maintenance contracts and to see new products and vehicles that could benefit paratransit and rural providers in Lane County.

## **TRANSIT OPERATIONS**

*Mark Johnson, Director of Transit Operations*

### **EmX Operator Training:**

Operations training staff have been busy training five new EmX operators for the summer bid. Forty hours of training is required for operators who have bid EmX work for the first time. These operators have made a commitment to operate EmX for one year. With the opening of



the Pioneer Parkway extension later this year, more training will take place. The number of EmX operators will nearly double, and the additional routing will need to be learned by all EmX operators.

## **MAINTENANCE**

*George Trauger, Director of Maintenance*

### **Articulated Bus Purchase:**

The five new hybrid articulated buses are rescheduled for build in Winnipeg, Manitoba, and Crookston, MN. The buses are scheduled for delivery between August and September.

### **Bus 7102, 7103, and 7105:**

The transmission of Bus 7102 was removed for the fire damage repair work, sent to the service center for examination, and received a parts update. It was determined that a rebuild is not needed, nor was there any transmission damage resulting from the fire. Other fire damage repairs are in process. Bus 7103 is currently out for a transmission recall, and Bus 7105 will be the next bus sent out for a transmission recall.

### **EmX:**

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

### **Training:**

Maintenance Technical Supervisor David Svendsen attended Fall Protection Training on May 26, 2010. The purpose of the training was to evaluate the workplace and identify safety hazards that could contribute to a fall.

## **FINANCE AND INFORMATION TECHNOLOGY**

*Diane Hellekson, Director of Finance and Information Technology*

### **FINANCE**

*Todd Lipkin, Financial Services Manager*

### **Grants Management:**

- Grant applications for the Fleet building remodel and point2point Solutions were submitted to the FTA.
- Monthly American Recovery and Reinvestment Action (ARRA) reporting to the Transportation and Infrastructure Committee of the House of Representatives was submitted.

**Payroll Processing:**

- Sixty (60) payroll checks and 586 payroll direct deposits totaling \$918,041 were made in May (two pay dates).

**Accounts Payable:**

- Two hundred forty-six (246) vendor paper and electronic checks totaling \$3,197,692 were processed during the month of May 2010. This included a total of \$787,300 to Wildish Building Company for Gateway EmX Extension-related construction and \$402,469 to Fortis Construction, Inc., for the Fleet building remodel.

**Accounts Receivable:**

- Twelve (12) cash fare deposits totaling \$137,164 were processed in May.

**Budget Development:**

- The Fiscal Year 2010-11 Proposed Budget was printed and delivered to Budget Committee members.
- The budget presentation for the May 19 budget hearing was developed.
- The Budget Committee approved the FY 2010-11 proposed budget on May 19.

**ACCOUNTING/INTERNAL AUDIT**

*Carol James, Chief Accountant/Internal Auditor*

**Accounting:**

- The April Board report was completed. Because of the paternity leave of the Accounts Receivable Technician, some of the revenues reported were estimated. Variances from actual did not prove to be material.
- Staff took part in review of the budget document and other budget materials prior to presentation to the Budget Committee.
- Planning for the auditors' visit on June 21-23 was begun.

**Internal Audit:**

- Staff completed review of January check disbursements and issued a report.
- Staff continued evaluation of the annual physical inventory of parts.

**PURCHASING**

*Jeanette Bailor, Purchasing Manager*

Technical and price proposals were received and are being reviewed for the Request for Proposal for buses. After they are reviewed and any final questions are answered, we will ask for best and final pricing. Since this contract will be for various vehicles, there is a large volume of technical material to review. Bids are being received and reviewed for transmission parts and laundry services.

The purchasing assistant continues to be on maternity leave until the end of June. Duties have been reassigned within the department. We have started to work on fiscal year-end close out of open purchase orders and are reviewing them with department staff to determine status.

## **HUMAN RESOURCES AND RISK MANAGEMENT**

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

### **HUMAN RESOURCES/TRAINING**

*David Collier, Senior Human Resources Analyst*

#### **Terminations:**

Bus Operator Carrie Richardson terminated on May 17.

#### **Diversity:**

The Diversity Council is currently reviewing some training materials for Fall Operator Training.

#### **Benefits:**

Wilson-Heirgood informed LTD that dependents and children who turn 23 after June 1, 2010, will stay on the plan until age 26, and children who have lost coverage will be allowed to regain coverage during open enrollment in January 2011.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 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:** May 2010 Performance Reports  
April 2010 RideSource Activity and Productivity Report

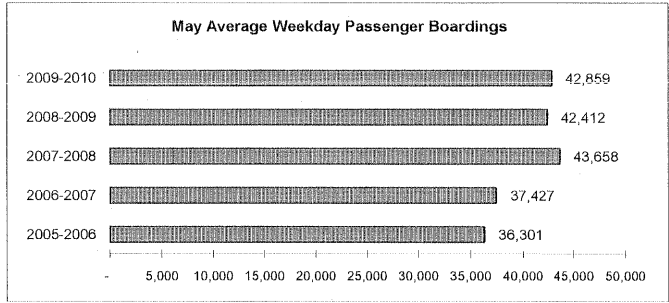
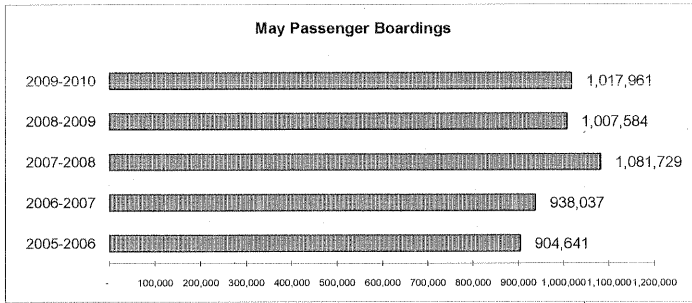
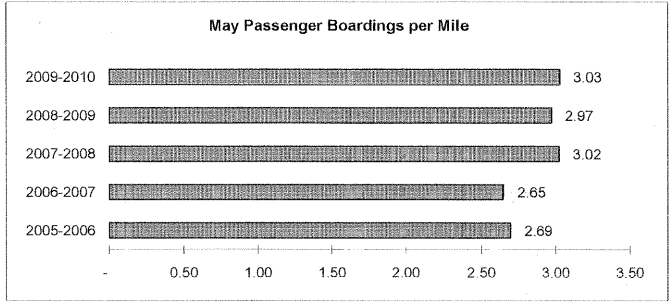
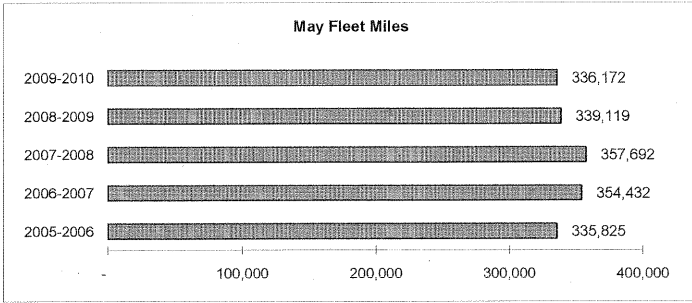
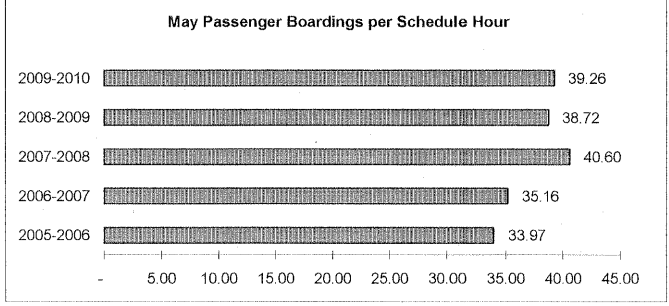
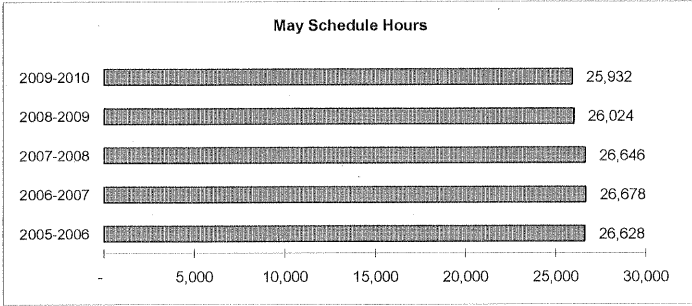
**PROPOSED MOTION:** None

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**LANE TRANSIT DISTRICT**  
**May 2010 Performance Report**  
09-June-2010

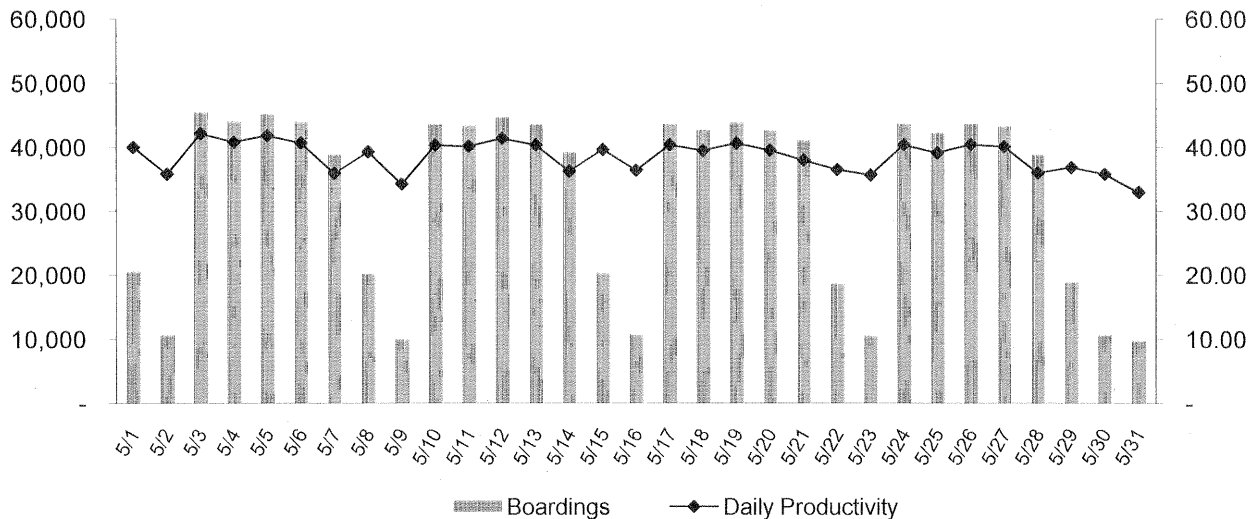
Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
<b>Fixed Route Service</b>									
Passenger Boardings	1,017,961	1,007,584	+ 1.0%	10,475,594	10,837,317	- 3.3%	11,356,466	11,801,537	- 3.8%
Mobility Assisted Riders	10,179	10,279	- 1.0%	114,193	109,846	+ 4.0%	125,316	120,291	+ 4.2%
<u>Average Passenger Boardings:</u>									
Weekday	42,859	42,412	+ 1.1%	39,020	40,213	- 3.0%	38,696	40,122	- 3.6%
Saturday	19,731	19,335	+ 2.0%	18,270	18,950	- 3.6%	18,254	19,102	- 4.4%
Sunday	10,353	10,446	- 0.9%	9,951	10,900	- 8.7%	10,302	10,986	- 6.2%
Monthly Scheduled Hours	25,932	26,024	- 0.4%	288,453	289,376	- 0.3%	314,403	315,114	- 0.2%
Boardings Per Schedule Hour	39.3	38.7	+ 1.4%	36.32	37.45	- 3.0%	36.12	37.45	- 3.6%
Weekly Schedule Hours	6,207	6,230	- 0.4%	6,123	6,161	- 0.6%	6,110	6,156	- 0.7%
Weekdays	20	20		234	233		256	254	
Saturdays	5	5		47	48		51	52	
Sundays	6	6		52	52		56	57	
<b>Special Services *</b>									
Passenger Boardings	-	-	+ 0.0%	104,384	116,542	- 10.4%	104,384	116,542	- 10.4%
Scheduled Hours	-	-	+ 0.0%	4,138	4,560	- 9.2%	4,138	4,560	- 9.2%
Boardings Per Schedule Hour	-	-	+ 0.0%	25.2	25.6	- 1.3%	25.2	25.6	- 1.3%
<b>Passenger Revenues &amp; Sales</b>									
Total Passenger Revenues	\$641,885	\$590,739	+ 8.7%	\$6,469,893	\$6,001,153	+ 7.8%	\$7,015,923	\$6,607,833	+ 6.2%
Average Passenger Fare	\$0.631	\$0.586	+ 7.6%	\$0.62	\$0.55	+ 11.5%	\$0.62	\$0.56	+ 10.3%
Farebox Revenue	\$137,388	\$139,729	- 1.7%	\$1,642,767	\$1,640,172	+ 0.2%	\$1,786,024	\$1,780,801	+ 0.3%
Adult Pass	2,171	1,889	+ 14.9%	23,801	22,029	+ 8.0%	25,804	24,223	+ 6.5%
Youth Pass	156	128	+ 21.9%	1,870	1,554	+ 20.3%	2,001	1,713	+ 16.8%
Reduced Fare Pass	948	1,042	- 9.0%	11,653	10,920	+ 6.7%	12,749	11,739	+ 8.6%
Adult 3 Month Pass	48	41	+ 17.1%	653	756	- 13.6%	739	881	- 16.1%
Youth 3 Month Pass	-	3	- 100.0%	66	45	+ 46.7%	68	45	+ 51.1%
Reduced Fare 3 Month Pass	41	100	- 59.0%	951	1,417	- 32.9%	1,096	1,579	- 30.6%
Regular Tokens	919	7,915	- 88.4%	25,532	132,602	- 80.7%	32,508	153,128	- 78.8%
Reduced Fare Tokens	4	12	- 66.7%	99	141	- 29.8%	112	177	- 36.7%
<b>Fleet Services</b>									
Fleet Miles	336,172	339,119	- 0.9%	3,742,657	3,766,266	- 0.6%	4,074,229	4,101,624	- 0.7%
Average Passenger Boardings/Mile	3.03	2.97	+ 1.9%	2.80	2.88	- 2.7%	2.79	2.88	- 3.1%
Fuel Cost	\$183,864	\$153,837	+ 19.5%	\$2,070,305	\$2,375,662	- 12.9%	\$2,235,195	\$2,725,445	- 18.0%
Fuel Cost Per Mile	\$0.547	\$0.454	+ 20.6%	\$0.553	\$0.631	- 12.3%	\$0.549	\$0.664	- 17.4%
Repair Costs	\$229,987	\$205,870	+ 11.7%	\$2,352,518	\$2,028,475	+ 16.0%	\$2,523,840	\$2,198,775	+ 14.8%
Total Repair Cost Per Mile	\$0.684	\$0.607	+ 12.7%	\$0.629	\$0.539	+ 16.7%	\$0.619	\$0.536	+ 15.6%
Preventive Maintenance Costs	\$35,186	\$26,696	+ 31.8%	\$360,487	\$370,114	- 2.6%	\$388,421	\$401,313	- 3.2%
Total PM Cost Per Mile	\$0.105	\$0.079	+ 33.0%	\$0.096	\$0.098	- 2.0%	\$0.095	\$0.098	- 2.6%
Mechanical Road Calls	70	99	- 29.3%	1,083	1,191	- 9.1%	1,192	1,299	- 8.2%
Miles/Mech. Road Call	4,802	3,425	+ 40.2%	3,456	3,162	+ 9.3%	3,418	3,158	+ 8.2%
<b>Special Mobility Service</b>									
Data unavailable at time of printing									

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

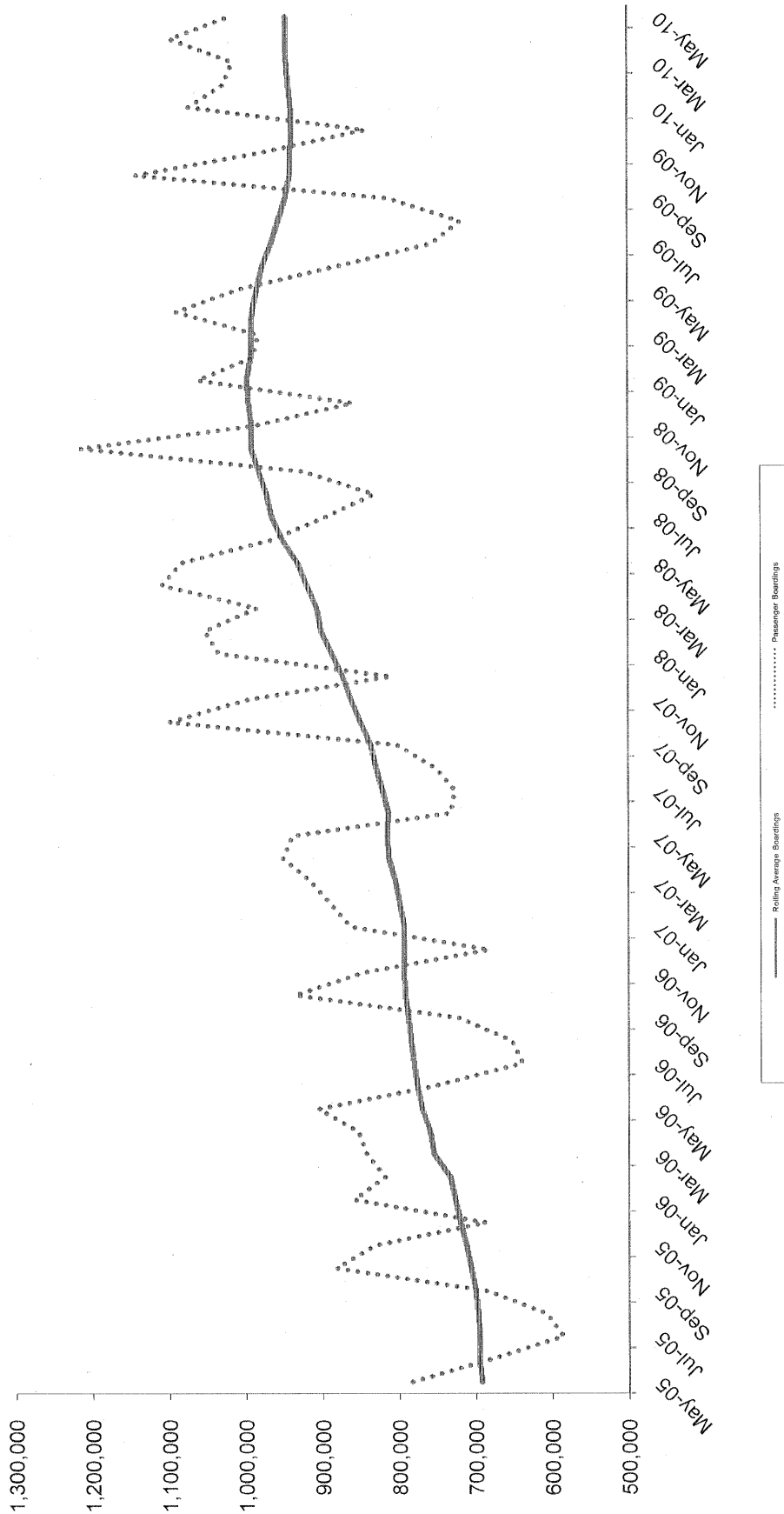


## Daily Ridership Recap May 2010

Date	Day	Service	Boardings	Mobility		Daily Productivity
				Assisted Boardings	Scheduled Hours	
5/1/2010	Saturday	Saturday	20,525	258	513.20	39.99
5/2/2010	Sunday	Sunday	10,547	156	294.60	35.80
5/3/2010	Monday	Weekday	45,514	420	1,079.90	42.15
5/4/2010	Tuesday	Weekday	44,066	435	1,079.90	40.81
5/5/2010	Wednesday	Weekday	45,154	426	1,079.90	41.81
5/6/2010	Thursday	Weekday	43,932	427	1,079.90	40.68
5/7/2010	Friday	Weekday	38,809	436	1,079.90	35.94
5/8/2010	Saturday	Saturday	20,158	294	513.20	39.28
5/9/2010	Sunday	Sunday	10,088	173	294.60	34.24
5/10/2010	Monday	Weekday	43,539	389	1,079.90	40.32
5/11/2010	Tuesday	Weekday	43,342	437	1,079.90	40.14
5/12/2010	Wednesday	Weekday	44,680	439	1,079.90	41.37
5/13/2010	Thursday	Weekday	43,561	442	1,079.90	40.34
5/14/2010	Friday	Weekday	39,130	441	1,079.90	36.23
5/15/2010	Saturday	Saturday	20,331	300	513.20	39.62
5/16/2010	Sunday	Sunday	10,721	189	294.60	36.39
5/17/2010	Monday	Weekday	43,612	371	1,079.90	40.39
5/18/2010	Tuesday	Weekday	42,619	318	1,079.90	39.47
5/19/2010	Wednesday	Weekday	43,859	336	1,079.90	40.61
5/20/2010	Thursday	Weekday	42,672	375	1,079.90	39.51
5/21/2010	Friday	Weekday	41,005	373	1,079.90	37.97
5/22/2010	Saturday	Saturday	18,730	252	513.20	36.50
5/23/2010	Sunday	Sunday	10,505	127	294.60	35.66
5/24/2010	Monday	Weekday	43,623	433	1,079.90	40.40
5/25/2010	Tuesday	Weekday	42,229	323	1,079.90	39.10
5/26/2010	Wednesday	Weekday	43,658	286	1,079.90	40.43
5/27/2010	Thursday	Weekday	43,311	381	1,079.90	40.11
5/28/2010	Friday	Weekday	38,871	383	1,079.90	35.99
5/29/2010	Saturday	Saturday	18,911	292	513.20	36.85
5/30/2010	Sunday	Sunday	10,546	135	294.60	35.80
5/31/2010	Monday	Sunday	9,713	132	294.60	32.97
<b>Totals</b>			<b>1,017,961</b>	<b>10,179</b>	<b>25,932</b>	<b>39.26</b>



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





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

	Current Month		Prior Year's Month	% Change		Current YTD		Previous YTD	% Change		Current 12 Month		Prior 12 Month	% Change	
<b>April-10</b>															
<b>RideSource Ridership</b>	16,046		14,758	8.7%	145,207	135,647	7.0%	171,967	163,249	5.3%					
RideSource(All Modes)	13,339		12,080	10.4%	120,050	109,783	9.4%	142,215	131,384	8.2%					
Shopper	418		494	-15.4%	4,363	4,824	-9.6%	5,285	5,815	-9.1%					
Escort Volunteers-Metro	894		656	36.3%	8,027	6,971	15.1%	9,232	8,533	8.2%					
Escort Volunteers-Rural	1,395		1,528	-8.7%	12,767	14,069	-9.3%	15,235	17,517	-13.0%					
<b>RideSource Cost per Ride</b>	\$ 22.08	\$ 20.22	\$ 20.22	9.2%	\$ 23.50	\$ 22.26	5.6%	\$ 23.28	\$ 22.22	4.8%					
RideSource(All Modes)	\$ 25.95	\$ 24.14	\$ 24.14	7.5%	\$ 27.87	\$ 26.91	3.5%	\$ 27.59	\$ 27.01	2.1%					
RideSource Shopper	\$ 12.53	\$ 12.53	\$ 12.53	0.0%	\$ 12.53	\$ 12.53	0.0%	\$ 12.53	\$ 12.53	0.0%					
RideSource Escort	\$ 3.55	\$ 3.08	\$ 3.08	15.1%	\$ 3.24	\$ 3.08	5.1%	\$ 3.25	\$ 3.04	6.9%					
<b>Ride Reservations</b>	13,947		12,795	9.0%	127,318	117,769	8.1%	150,772	140,922	7.0%					
Cancelled Number	1,251		1,130	10.7%	12,489	10,897	14.6%	14,634	12,860	13.8%					
Cancelled % of Total	8.97%		8.83%		9.81%	9.25%		9.71%	9.13%						
No-Show Number	175		128	36.7%	1346	1174	14.7%	1,617	1,442	12.1%					
No-Show % of Total	1.25%		1.00%		1.06%	1.00%		1.07%	1.02%						
Ride Refusals Number	0		0	0%	1	12	-91.7%	1	15	-93.3%					
Ride Refusals % of Total	0.00%		0.00%		0.00%	0.01%		0.00%	0.01%						
<b>Service Hours</b>	7,061		6,249	13.0%	63,458	58,267	8.9%	75,407	70,000	7.7%					
Agency Staff	6,756		5,940	13.7%	60,793	55,552	9.4%	72,219	66,663	8.3%					
Agency SMS Volunteer	305		309	-1.3%	2,665	2,715	-1.8%	3,188	3,337	-4.5%					
Avg. Trips/Service Hr.	1.95		2.01	-3.0%	1.96	1.97	-0.5%	1.96	1.96	0.0%					
<b>RideSource System Miles</b>	94,527		85,802	10.2%	862,715	803,625	7.4%	1,025,816	965,949	6.2%					
Avg. Miles/Trip	6.87		6.82	0.7%	6.93	7.01	-1.1%	6.95	7.04	-1.2%					
Miles/Vehicle Hour	13.39		13.73	-2.5%	13.60	13.79	-1.4%	13.60	13.80	-1.4%					
<b>On-Time Performance %</b>	84.3%		85.1%	-1.0%	83.7%	86.2%	-2.9%	83.9%	86.4%	-2.8%					
Sample	12,037		9,844		107,447	92,212		127,086	111,090						
On-Time	10,143		8,375		89,902	79,464		106,668	95,950						

- 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:** June 16, 2010

**ITEM TITLE:** EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d)

**PREPARED BY:** Mary Adams, Director of Human Resources and Risk Management and Board designee for labor negotiations

**ACTION REQUESTED:** That the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Members of the District's negotiating team will be present for this discussion.

**ATTACHMENT:** None

**PROPOSED MOTION:** I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** June 16, 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. **LTD 20-Year Vision:** At a special meeting on June 23, the Board will be provided with an updated vision statement based on the recommendations received from the Board during its May 25 Luncheon. If the Board approves of the revised vision statement, adoption also is planned for June 23.
- B. **West Eugene EmX Extension - Staff Recommendation on Reduced Alternatives:** Staff will be presenting information to the Eugene City Council on June 23 concerning changes to the West Eugene EmX alternatives decision-making process. Staff will present feedback received from the Council to the Board at the June 23 special Board meeting, and will ask the Board for approval to the new process.
- C. **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 23 special Board meeting.
- D. **Review Pension Funding Structure:** The Board has asked that alternative pension trust models be explored. Ideas will be presented to the Board of Director's Human Resources Committee in July.
- E. **Gateway EmX Updates:** Staff will present an update on this project in mid to late Summer 2010.
  - A. **Annual Performance Report:** Staff will prepare a performance report for FY 2008-09 for presentation to the Board in September.
  - B. **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.

- C. **Long-Range Transit Plan:** The Board will receive periodic updates on the Long-Range Transit Plan as the plan's development moves forward.
- D. **West Eugene EmX Extension (WEEE):** Periodic updates and action on the WEEE project will be scheduled throughout the project.

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The background of the slide is a faded, light-colored photograph of Eugene Station. On the left, a prominent brick clock tower features two large circular clock faces. A pedestrian bridge with a decorative metal railing arches across the middle ground. The overall scene is brightly lit, suggesting a clear day.

# LTD Board of Directors

Labor Negotiations Briefing

Executive Session

JUNE 16, 2010

# Why are we talking tonight?

- Formal negotiations begin July 15
- Time for an update on the process
- Time for legal refresher





# Negotiations Framework



- Binding arbitration model required to settle labor contract disputes
- No Oregon transit district has gone to arbitration yet
- Process
  - Bargaining
  - Mediation
  - Declaration of Impasse
  - Arbitration



# Status of Oregon Transits



- **TriMet**
  - Mediation began June 8
- **Salem Mass Transit**
  - Actively negotiating
- **Rogue Valley Transit District**
  - Tentative Agreement Reached



# Status of Contract Economics

The background image shows a university campus at dusk. On the left is a prominent brick clock tower with two illuminated clock faces. A walkway with a decorative metal railing arches over the path. In the distance, a building with a large, illuminated sign is visible. The sky is a deep twilight blue.

- 2010-11 Proposed Budget Includes:
  - 10% health care increase
  - No wage increase
  - No increase in pension benefit
  - Increase to address unfunded pension liability
- Communications to Employees and Union
  - No money

# Legal Refresher

- Collective bargaining process is at the heart of the National Labor Relations Act (NLRA) and the Public Employees Collective Bargaining Act (PECBA)
- NLRA and PECBA favor direct communications between employer and union *at the table*
- Employer communications with employees/media/others during bargaining process is, therefore, circumscribed

# Legal Refresher, Continued

- May only *report* on proposals *already* made at table
- Any communications regarding potential proposals or proposals not yet made = unlawful *direct dealing* or *bypassing designated bargaining representative*
- During 2004 and 2007 negotiations, parties agreed not to involve media until mediation; LTD will seek similar agreement in 2010



# Legal Refresher, Continued

- Recommend *no communications* regarding bargaining process outside bargaining except by designated communications representative
- If asked, note legal restrictions on communications outside of bargaining and on the agreement to limit communications to the bargaining table (if applicable)