



# Lane Transit District Board Agenda Packet

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## June Board Meeting

Wednesday, June 12, 2024

5:30 – 7:30 p.m.

The meeting will be held in-person, remotely and via broadcasting.

**Address:** 3500 E. 17<sup>th</sup> Avenue, Eugene OR 97401

**Zoom:** Stream live via link: [June Board Meeting](#)

**Broadcasting:** Watch live on channel 21 or via link: <https://metrotv.ompnetwork.org/>

### AGENDA ITEM

- 5:30 – 5:35     **I. CALL TO ORDER & ROLL CALL:** Gino Grimaldi (President), Susan Cox (Vice President), Pete Knox (Secretary), Kelly Sutherland, Lawrence Green (Treasurer), Michelle Webber, Heather Murphy
- 5:35- 5:40     **II. ADJUSTMENTS TO THE AGENDA**
- 5:40 – 5:45     **III. COMMENTS FROM THE CEO**
- 5:45 – 5:50     **IV. PUBLIC COMMENT** – Public comment may be provided in writing to [clerk@ltd.org](mailto:clerk@ltd.org), via Zoom, or in-person at the meeting.
- 5:50 – 5:55     **V. CONSENT AGENDA**
- a.** Appointment of Tiffany Edwards as Vice Chair of the Strategic Planning Committee
- 5:55 – 6:10     **VI. BUSINESS UPDATES, DISCUSSIONS, AND PRESENTATIONS**
- a. EMPLOYEE OF THE MONTH - JUNE**

6:10 – 7:15 **VII. BUSINESS ACTION ITEMS**

- a. **BUDGET APPROVAL**.....Pamela Strutz, Director of Finance
- b. **LONG RANGE FINANCIAL PLAN 2025 – 2034**.....Pamela Stutz, Director of Finance
- c. **COMMUNITY INVESTMENT PLAN 2025 – 2034**.....Matt Imlach, Director of Development
- d. **AUTHORIZING THE SALE OF THE RIVER ROAD STATION PROPERTY AND DELEGATING SALES AUTHORITY TO THE CEO**.....Matt Imlach, Director of Development
- e. **AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH SOUTH LANE WHEELS (SOUTH LANE SERVICES)**.....John Ahlen, Mobility Manager
- f. **AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH BEHAVIORAL HEALTH TRANSPORTATION ASSESSMENT AND TRANSIT HOST PROGRAM**.....John Ahlen, Mobility Manager

7:15 – 7:30 **VIII. OTHER BUSINESS**

- a. Board Member Reports.....Allie Brusasco, Board Administrator
- b. Delegated Authority Report..... Jameson Auten, Chief Executive Officer
- c. Monthly Department Reports – May.....Jameson Auten, Chief Executive Officer
- d. Information on Future Board Meetings.....Allie Brusasco, Board Administrator
- e. Items for Action or Information for Future Board Meetings – Requested by the Board

7:30 **IX. ADJOURNMENT**

*The facility used for this meeting is wheelchair accessible. To request a reasonable accommodation or interpreter, including alternative formats of printed materials, please contact LTD’s Administration office no later than 48 hours prior to the meeting at 541-682-5555 (voice) or 7-1-1 (TTY through Oregon Relay).*



## Lane Transit District Consent Agenda

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**ACTION REQUESTED:** Adoption

Consent Agenda for Adoption:

- Appointment of Tiffany Edwards as Vice Chair of the Strategic Planning Committee

**PROPOSED MOTION:** I move to approve the Consent Agenda as presented.



## Lane Transit District June Employee of the Month

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Steven Scarborough has been selected to receive the June 2024 Employee of the Month (EOM) award. Steven was hired as a Public Safety Officer on 3/20/2020.

Steven and a Springfield Police Officer saved a woman's life on 4/19/2024. They stayed calm under pressure and worked as a team in a very emotionally charged moment. Commend on the quick thinking and act of kindness.

When asked to comment on Steven's selection as EOM, Josh Schmit said:

*Steve has been with the district since March of 2020. Steve has been a welcomed addition to the Public Safety team and this act of assistance and quick thinking is what Steve is known for. His level of compassion and sense of duty is what the District is looking for. Great job Steve.*



## Lane Transit District Proposed FISCAL YEAR 2024-2025 Budget

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**PRESENTED BY:** Pamela Strutz, Director of Finance and Budget Officer

**ACTION REQUESTED:** Adoption of Resolution No. 2024-06-12-016 Adopting the Fiscal Year 2024-2025 Budget and Making Appropriations

The annual budget reflects the authorized amount that the District can spend during the specific 12-month period that begins every July 1 and ends June 30. The annual budget is guided by our vision to create a more connected, sustainable and equitable community and, as a result, reflects all five of our strategic areas of focus.

In accordance with ORS 294.408, the Board of Directors must adopt a budget for each of its six (6) funds by the close of the current fiscal year. For LTD, the fiscal year ends on June 30, 2024. Oregon Budget Law (ORS 294.321) is also designed to encourage citizen involvement in the budget process. The District achieves this by: 1) vetting the Budget through a Budget Committee comprised of all 7 Board members and an equal number of appointed citizen members, 2) holding public hearings and 3) accepting written public comments

There are three requirements before the LTD Board can adopt the budget: 1) Posting for public comment (ORS 294.401), 2) Approval by the Budget Committee as presented or amended (ORS 294.424), and 3) Holding a public hearing on the Budget Committee approved budget (ORS 294.453).

The proposed FY2024-2025 Budget was posted for public comment on Monday, May 6, 2024. The Budget Committee questioned, reviewed, approved, and forwarded a recommendation to the Board to adopt the FY2024-2025 Budget as presented on May 7, 2024 and May 28, 2024. A financial summary and Notice of the Budget Hearing (form LB-1) was published on May 20, 2024 in accordance with ORS 294.438. A Public Hearing was held on May 28, 2024. The District also accepted written public testimony. No additional public testimony has been made as of the writing of this Agenda Item Summary.

The presentation made at the May 7 Budget Committee Meeting is posted on the LTD website [here](#) and provides the basis for the Public Hearing.



## Lane Transit District Proposed FISCAL YEAR 2024-2025 Budget

The Proposed Fiscal Year 2024-2025 Budget is as follows:

<b>ALL FUNDS – RESOURCES AND REQUIREMENTS</b>		
	Adopted Budget	Approved Budget
	Last Year 2023-2024	This Year 2024-2025
Beginning Fund Balance/Net Working Capital	45,901,637	71,687,321
Fees, Licenses, Permits, Fines, Assessments & Other Services Charges	58,383,602	62,884,325
Federal, State and all Other Grants, Gifts, Allocations and Donations	67,620,111	75,165,199
Interfund Transfers/Internal Service Reimbursements	9,915,180	8,018,285
All Other Resources Except Current Year Property Taxes	1,157,041	1,720,000
<b>Total Resources</b>	<b>182,977,571</b>	<b>219,475,130</b>
Personnel Services	47,693,055	51,987,902
Materials and Services	42,892,601	52,631,584
Capital Outlay	40,768,294	36,640,620
Interfund Transfers	9,915,180	8,018,285
Contingencies	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	41,708,442	70,196,739
<b>Total Requirements</b>	<b>182,977,571</b>	<b>219,475,130</b>

Staff recommends that Board adopt the proposed FY2024-2025 as presented. The budget must be adopted by June 30, 2024.

**ALTERNATIVES:**

- The Board may adopt the proposed FY2024-2025 Budget as presented or amend the Budget (within legal limitations) and adopt the amended Budget.

**NEXT STEPS:** Once adopted, the FY2024-2025 Budget will be filed with the State of Oregon, as required by Oregon Budget Law. The new budget will become the FY2024-2025 business plan beginning July 1, 2024. The FY2024-2025 Budget will be sent to the State of Oregon Department of Revenue and will be posted to the LTD website.

**SUPPORTING DOCUMENTATION:**

- 1) Proposed FY2024-2025 Budget
- 2) Resolution No. 2024-06-12-016



## Lane Transit District Proposed FISCAL YEAR 2024-2025 Budget

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**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-016 Adopting the Fiscal Year 2024-2025 Budget and Making Appropriations



**RESOLUTION NO. 2024-06-12-016  
ADOPTING THE FISCAL YEAR 2024-2025 BUDGET AND MAKING  
APPROPRIATIONS**

**WHEREAS**, annually, in accordance with ORS 294.408, the Board of Directors must adopt a self-balancing (resources>=expenditure) budget for each of its six funds (OAR 150-294.352(1)-(A)) by the close of the current fiscal year;

**WHEREAS**, the fiscal year ends on June 30, 2024;

**WHEREAS**, the budget for each fund reflects LTD’s financial plan for the fiscal year that starts every July 1 and ends every June 30;

**WHEREAS**, each of the six funds have their own budget and the resources and expenditures within those funds must balance in order for the budget to be adopted;

**WHEREAS**, there are three requirements before the LTD Board can adopt the budget: 1) Posting for public comment (ORS 294.401), 2) Approval by the Budget Committee as presented or amended (ORS 294.424), and 3) Holding a public hearing on the Budget Committee approved budget (ORS 294.453);

**WHEREAS**, Oregon Budget Law is designed to encourage citizen involvement in the control and expenditure of public funds by requiring a Budget Committee comprised of the LTD Board of Directors and an equal number of appointed electors to receive, consider, and approve the proposed budget as presented or amended by the Budget Officer;

**WHEREAS**, the proposed FY2024-2025 Budget was posted for public comment on May 6, 2024;

**WHEREAS**, a public hearing was held at the Budget Committee meeting on May 7, 2024 where the proposed FY2024-2025 budget was approved and forwarded to the Board for adoption;

**WHEREAS**, a public hearing on the FY2024-2025 budget was held on May 28, 2024;

**NOW, THEREFORE, BE IT RESOLVED** that the LTD Board of Directors adopts the Fiscal Year 2024-2025 Annual Budget beginning July 1, 2024, as shown below and hereby appropriated as follows:

- 1) Lane Transit District hereby adopts the budget for the Fiscal Year 2024-2025 in the sum of \$219,475,130 now on file in the office of the Chief Executive Officer. The budget can be viewed at Ltd.org.
- 2) The amounts listed in the table below are hereby appropriated for the Fiscal Year 2024-2025 beginning July 1, 2024, for the purposes stated.

**GENERAL FUND**

Transit Services – Operating	\$	71,046,622
Transfer to Other Funds	\$	8,018,285
Appropriated for General Fund	\$	79,064,907

**SPECIALIZED SERVICES FUND**

Transit Services	\$	14,893,989
Appropriated for Specialized Services Fund	\$	14,893,989



**MEDICAID FUND**

Transit Services	\$	17,979,000
Appropriated for Medicaid Fund	\$	17,979,000

**POINT2POINT FUND**

Transit Services	\$	699,875
Appropriated for Point2Point Fund	\$	699,875

**CAPITAL PROJECTS FUND**

Transit Capital Investments	\$	36,640,620
Appropriated for Capital Projects Fund	\$	36,640,620

**SUSTAINABLE SERVICES RESERVE FUND**

Transfer to Other Funds	\$	0
Appropriated for Sustainable Services Reserve Fund	\$	0

***TOTAL FISCAL YEAR 2024-2025 APPROPRIATION*** \$ 149,278,391

**SUMMARY TOTALS FOR ALL FUNDS**

Appropriated Expenditures	\$	149,278,391
Reserves Not Appropriated	\$	70,196,739
<b><i>TOTAL ADOPTED BUDGET for 2024-2025</i></b>	\$	219,475,130

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12th DAY OF JUNE, 2024.

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Board President, Gino Grimaldi



# Lane Transit District

## Long Range Financial Plan 2025 - 2034

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**PRESENTED BY:** Pamela Strutz, Director of Finance

**ACTION REQUESTED:** Adoption of Resolution No. 2024-06-12-017 Adopting the Fiscal Year 2025-2034 Community Investment Plan

**PURPOSE:** To request that the Lane Transit District (“LTD or “the District”) Board of Directors adopt the fiscal year 2025-2034 Long-Range Financial Plan (LRFP).

**DESCRIPTION:** The LRFP is one of three key documents, developed with community input, that provide the information we need to develop a proposed budget and the timing of community investment projects. It is a plan that projects the anticipated resources and expenditures over a 10-year period. At its core, the LRFP aligns our financial capacity with the objectives outlined in our Strategic Business Plan and is therefore aligned with all five of our strategic areas of focus. It is updated at a minimum when the Strategic Business Plan is updated but ideally on an annual basis.

**BACKGROUND:** The LRFP was last adopted by the Board at the May 18, 2022 Regular Board Meeting.

The District’s fiscal environment is always changing. The traditional budget model, budgeting for cost, leads to a short-term spending profile that focuses on sustaining existing programs and services. However, this model does not provide for long-term sustainability to support those services. It is important, therefore, to consider what level of service and expense is maintainable over time with our variable or fluctuating fund sources. The resource projections in the LRFP are a key factor in determining both the design and level of our services as well as the planned timing of projects in the Community Investment Plan (CIP).

Delivering our mission to connect our community through quality service, reliable vehicles, solid infrastructure and collaborative programs to serve our community’s diverse mobility needs requires ongoing resources. The most significant ongoing resource is from payroll taxes (representing approximately 80% of general fund resources). Our payroll tax projections are based on the projections from the Oregon State Office of Economic Forecasting using two variables: 1) Oregon Average Wages and 2) Total Nonfarm Employment. Projections are intentionally conservatively forecasted to ensure we do not over-estimate this resource.

Federal grants and funding from the employee tax-based State Transportation Improvement Fund (STIF) are also an important part of our resources. Due to the continuing high costs from recent inflationary and post-pandemic factors, the 2025-2034 LRFP increases the annual Federal funding for operations from \$2.2M to \$4.2M for FY26 and FY27, then remains at \$5M. Any gap for FY25 will be filled with remaining COVID-era ARPA funds. STIF funding is on a biennial budget. STIF Plan budget amendments to increase funding for ADA operations will decrease the amount of General Fund needed to support those services.



## Lane Transit District Long Range Financial Plan 2025 - 2034

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In the short-term our costs are increasing at a rate higher than inflation. Market wage rate adjustments and continuing high medical insurance increases are the biggest challenges we face in the long-term. We are performing an internal cost analysis to work to reduce the rate of increase seen in the FY25 budget, and have projected future increases to be sustainable at rates that are closer to the current inflation rate.

**CONSIDERATIONS:** Staff recommends that the Board adopt the proposed fiscal year 2025-2034 Long-Range Financial Plan.

**ALTERNATIVES:** The Board may:

- 1) Hold additional Board meetings on this plan.
- 3) Postpone adoption of the 2025-2034 Long-Range Financial Plan to an alternate date.
- 4) Amend and adopt the 2025-2034 Long-Range Financial Plan as amended.

**NEXT STEPS:** After the 2025-2034 Long-Range Financial Plan adoption, staff will post the final 2025-2034 Long-Range Financial Plan on the LTD Website. The adopted 2025-2034 LRFP will become the official guiding LRFP. The adopted 2025-2034 LRFP has no spend authority.

**SUPPORTING DOCUMENTATION:**

- 1) Proposed FY2025-2034 Long-Range Financial Plan
- 2) Resolution No. 2024-06-12-017

**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-017 Adopting the Fiscal Year 2025-2034 Community Investment Plan.

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# Long Range Financial Plan

## FY 2025-2034



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## Table of Contents

INTRODUCTION .....	3
FACTORS IMPACTING BUDGET .....	4
Key Factor 1: Inflation .....	4
Key Factor 2: Contractual ATU Wage and Benefit Increases .....	4
Key Factor 3: Investment to Replace Our Aging Fleet .....	4
Key Factor 4: STIF Funded Projects and Associated Resources .....	4
Key Factor 5: CARES, CRRSA, and ARPA Act Revenues .....	5
Key Factor 6: Implementation of the Board-Adopted Reserve Policy .....	5
Key Factor 7: Long Range Financial Plan .....	5
RESOURCES .....	6
REQUIREMENTS .....	6

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# INTRODUCTION

The Long Range Financial Plan (LRFP) is one of three key documents, developed with community input, which provides information Lane Transit District (LTD) needs to develop a proposed budget and the timing of community investment projects. The LRFP projects the anticipated resources and expenditures over a 10-year period and at its core aligns financial capacity with the objectives outlined in LTD's Strategic Business Plan. The LRFP was last adopted by the Board at the May 18, 2022 Regular Board Meeting.

LTD's fiscal environment is always changing. The traditional model of budgeting for cost leads to a short-term spending profile which focuses on sustaining existing programs and services; this model is not intended to provide information on long-term sustainability to support those services. As such, it is important to consider what levels of service and expense are maintainable over time. The resource projections in the LRFP are a key factor in determining both the design and level of services as well as the planned timing of projects in the Community Investment Plan (CIP).

In order for LTD to provide quality service, reliable vehicles, solid infrastructure and collaborative programs to serve the community's diverse mobility, ongoing financial resources are required. Payroll taxes are the most significant ongoing funding resource (representing approximately 80% of general fund). LTD's payroll tax projections are based on the projections from the Oregon State Office of Economic Forecasting using two variables: 1) Oregon average wages and 2) total nonfarm employment. Projections are intentionally conservative to ensure LTD does not over-estimate the resource.

Federal grants and funding from the employee tax-based State Transportation Improvement Fund (STIF) are also an important part of LTD's resources. Due to the continuing high costs from recent inflationary and post-pandemic factors, the 2025-2034 LRFP increases the annual Federal funding for operations from \$2.2M to \$4.2M for Fiscal Year 26 and 27. Thereafter, it remains at \$5M. Any gap for FY25 will be filled with remaining COVID-era funds. The STIF Plan biennium budget amends to increase funding for Americans with Disabilities Act (ADA) operations which will decrease the amount of general fund needed to support these services.

In the short-term, LTD's costs are increasing at a rate higher than inflation. Market wage rate adjustments and continuing medical insurance increases are some of the biggest challenges long-term. LTD is performing an internal cost analysis to reduce the rate of increase seen in the FY25 budget, and have projected future increases to be sustainable at rates that are closer to the current inflation rate.

Oregon unemployment is up slightly at 4.2 percent from its low of 3.9 percent in June 2022. Interest rates remain elevated from historic lows and government stimulus assistance has come to an end. Current economic analysts indicate that the recession "soft landing" is still possible, but is dependent on the softening global economy.

LTD continues to be adversely affected by long term impacts of COVID-19 as a result of changes in rider behaviors, including: commuting patterns, remote working or education, and social gatherings. LTD is also adversely impacted by COVID-19 induced inflation and worker shortages which have increased the cost to provide the services to meet the needs of the community.

The economic forecasts are never certain; LTD continually monitors and proactively plans for the risk factors of the economy and adjusts accordingly with the goals of:

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- > providing a consistent level of service commensurate with available resources to best meet the needs of the community;
  - > balancing fiduciary duty;
  - > maintaining assets in a state of good repair; and
  - > making long term investments which ensure successful completion of LTD's Mission of Connecting our Community in a consistent, reliable, and safe way.

This includes maintaining strong reserves which enable us to moderate the financial impacts resulting from unexpected volatility.

## **FACTORS IMPACTING BUDGET**

### **Key Factor 1: Inflation**

Inflation is a concern as the year over year change in Consumer Price Index (CPI) reached a 40 year high at 9.1 percent in June 2022. It has since moderated to 3.5 percent as of March 2024, but prices for key items remain high. For FY24-25, a steady decline is expected to continue and inflation is expected to normalize within the year to the federal reserve target of 2 to 2.5 percent.

### **Key Factor 2: Contractual ATU Wage and Benefit Increases**

A four year Amalgamated Transit Union (ATU) agreement was ratified in February 2023, increasing wages 22 percent over the next four years. Other contract additions include a \$450 bonus for EmX operators and adding Juneteenth and Martin Luther King Jr. Day holidays. A new agreement was reached with the IT bargaining group in March 2024 and negotiations with the Public Safety Officers are underway. Increases in personnel costs from these agreements were included in the LRFP.

### **Key Factor 3: Investment to Replace Our Aging Fleet**

Reduction in federal investment in transit bus replacement and the decision to use capital funds to support operations during the recession of 2008, resulted in an aging bus fleet. By the conclusion of FY22, approximately 30 percent of the District's fleet met or exceeded their useful life. During FY23, LTD received 16 new electric buses, however they have not provided the same reliability as diesel buses and LTD will be ordering 10 replacement, diesel fueled buses in FY25. The District will be using both federal formula and state grant programs for its fleet replacement.

### **Key Factor 4: STIF Funded Projects and Associated Resources**

Oregon House Bill 2017 established a 0.1 percent employee payroll tax to create a Statewide Transportation Improvement Fund for public transportation in Oregon which benefits a high percentage of students and low income households. Ninety percent of STIF funds are formula funds, which are funds awarded on a noncompetitive basis according to a pre-determined formula. Oregon Department of Transportation (ODOT) estimates that Lane County will receive approximately \$34.6 million in formula funds over FY24 and FY25 (July 1, 2023 through June 30, 2025). Of those funds, \$31.8 million will be generated outside the District. LTD is responsible for managing the allocation of these formula funds through an Advisory Committee. A full list of projects submitted in the FY023-2025 plan can be found on LTD's website.

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Nine percent of STIF funds are discretionary funds which are awarded based on a competitive grant process. The remaining one percent of STIF funds are allocated for administrative costs.

The District was recently notified that ODOT was proposing a one time, mid biennium amendment process to allow Transit Agencies to utilize the available funding. LTD put forth an amendment which would increase funding allocations for ADA services, fleet replacement, and support for service increases. The amendment approval is set for early August 2024. These allocation adjustments have been factored into the resources of the LRFP.

#### **Key Factor 5: CARES, CRRSA, and ARPA Act Revenues**

The Coronavirus Aid, Relief, and Economic Security (CARES), Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), and American Rescue Plan Act (ARPA) acts provide federal assistance for COVID-19 related expenses and lost revenues. By the end of FY27, the District will have used or programmed for use all of the \$25.5 million CARES, \$17.9 million CRRSA, and \$32.7 million ARPA funding. The District will be using these funds to replace lost revenues, cover COVID-19 operating expenses, and make capital investments to improve the safety of riders and continuity of service.

#### **Key Factor 6: Implementation of the Board-Adopted Reserve Policy**

Reserves help to ensure LTD can provide service in a consistent, reliable, and safe way. In February 2022, the Board adopted a revamped reserve policy requiring four types of reserves:

- > a sustainable service reserve for the purpose of maintaining consistent, reliable services;
- > a cash flow reserve to ensure adequate cash on hand to cover temporary cash flow shortages;
- > a capital reserve to provide adequate dollars to carry out the Board-adopted CIP; and
- > Board designated reserves for potential financial risks or volatility.

#### **Key Factor 7: Long Range Financial Plan**

Working capital and utilization of federal aid provided by pandemic relief funds have provided short term relief with respect to the operating budget. However, service trends, inflationary growth, ATU contract commitments, and Administration reorganization have changed some of the key assumptions used to formulate the LRFP.

Fixed route fare revenues were anticipated to recover over the next five years, but recent national trends are not supporting this. Personnel costs for the FY25 budget increased 9 percent. Due to inflation, increasing tech software, hardware, and support costs, the FY25 budgeted materials and supplies costs increased 18 percent over FY24 budget. It is expected these increases will flatten as inflation slows.

The LRFP is adjusted each year to account for actual results from the preceding year and a review of assumptions for the future is performed. Management will be working with the Board Finance Committee to establish future LRFP assumptions.



# RESOURCES

RESOURCES	FY2022-23 Actual	FY2023-24 Budget	FY2024-25 Budget	FY2025-26 Forecast	FY2026-27 Forecast	FY2027-28 Forecast	FY2028-29 Forecast	FY2029-30 Forecast	FY2030-31 Forecast	FY2031-32 Forecast	FY2032-33 Forecast	FY2033-34 Forecast
<b>OPERATING REVENUES</b>												
Cash Fares & Passes	2,792,277	2,408,400	2,839,500	3,012,100	3,185,700	3,185,700	3,185,700	3,185,700	3,185,700	3,185,700	3,185,700	3,185,700
Group Passes	1,889,271	1,921,900	2,137,000	2,219,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
Advertising	-	-	50,000	75,000	100,000	115,000	130,000	150,000	150,000	150,000	150,000	150,000
Special Services	31,300	27,400	127,400	127,400	127,400	127,400	127,400	127,400	127,400	127,400	127,400	127,400
<b>TOTAL OPERATING REVENUE</b>	<b>\$4,712,848</b>	<b>\$4,357,700</b>	<b>\$5,153,900</b>	<b>\$5,433,500</b>	<b>\$5,713,100</b>	<b>\$5,728,100</b>	<b>\$5,743,100</b>	<b>\$5,763,100</b>	<b>\$5,763,100</b>	<b>\$5,763,100</b>	<b>\$5,763,100</b>	<b>\$5,763,100</b>
<b>NON-OPERATING REVENUES</b>												
Payroll Taxes	49,019,822	50,841,071	53,873,247	56,566,909	59,395,255	61,771,065	64,241,908	66,811,584	69,484,047	72,263,409	75,153,946	78,160,103
Self-Employment Taxes	2,434,645	2,142,737	2,685,256	2,765,814	2,848,788	2,934,252	3,022,279	3,112,948	3,206,336	3,302,526	3,401,602	3,503,650
State-In-Lieu	521,887	789,450	841,922	879,853	918,625	958,586	999,403	1,041,878	1,085,304	1,129,856	1,177,020	1,234,804
Federal Assistance	18,496,627	13,300,000	9,650,000	7,975,000	7,975,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000
State Assistance	1,168,824	1,110,000	3,350,000	4,400,000	4,400,000	4,550,000	4,550,000	4,800,000	4,800,000	4,950,000	4,950,000	4,950,000
Local Assistance	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	388,294	400,000	320,000	334,400	349,200	364,300	379,900	396,000	412,500	429,400	447,400	466,000
Interest	1,573,637	729,644	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Transfer from Sustainable Services Reserve	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUE</b>	<b>73,603,736</b>	<b>69,312,902</b>	<b>71,920,425</b>	<b>74,121,976</b>	<b>77,086,868</b>	<b>76,828,203</b>	<b>79,443,490</b>	<b>82,412,410</b>	<b>85,238,187</b>	<b>88,325,191</b>	<b>91,379,967</b>	<b>94,564,557</b>
<b>TOTAL REVENUES</b>	<b>78,316,584</b>	<b>73,670,602</b>	<b>77,074,325</b>	<b>79,555,476</b>	<b>82,799,968</b>	<b>82,556,303</b>	<b>85,186,590</b>	<b>88,175,510</b>	<b>91,001,287</b>	<b>94,088,291</b>	<b>97,143,067</b>	<b>100,327,657</b>

# REQUIREMENTS

REQUIREMENTS	FY2022-23 Actual	FY2023-24 Budget	FY2024-25 Budget	FY2025-26 Forecast	FY2026-27 Forecast	FY2027-28 Forecast	FY2028-29 Forecast	FY2029-30 Forecast	FY2030-31 Forecast	FY2031-32 Forecast	FY2032-33 Forecast	FY2033-34 Forecast
<b>OPERATING REQUIREMENTS</b>												
Personnel Services	42,771,943	47,693,055	51,987,902	54,587,297	57,316,662	59,609,328	61,993,702	64,473,450	67,052,388	69,734,483	72,523,862	75,424,817
Materials & Services	12,305,700	14,165,587	16,778,662	17,282,022	17,800,483	18,334,497	18,884,532	19,451,068	20,034,600	20,635,638	21,254,707	21,892,348
Insurance & Risk Services	1,380,383	649,598	2,280,058	2,348,460	2,418,914	2,491,481	2,566,225	2,643,212	2,722,508	2,804,184	2,888,309	2,974,959
<b>TOTAL OPERATING REQUIREMENTS</b>	<b>\$56,458,026</b>	<b>\$62,508,240</b>	<b>\$71,046,622</b>	<b>\$74,217,779</b>	<b>\$77,536,058</b>	<b>\$80,435,306</b>	<b>\$83,444,459</b>	<b>\$86,567,730</b>	<b>\$89,809,496</b>	<b>\$93,174,305</b>	<b>\$96,666,879</b>	<b>\$100,292,124</b>
<b>TRANSFERS</b>												
Transfer to Specialized Services Fund	2,900,000	4,485,186	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	-
Transfer to Medicaid Fund	327,750	327,750	327,800	327,800	327,800	327,800	327,800	327,800	327,800	327,800	327,800	-
Transfer to Point2point Fund	280,655	182,778	214,900	50,000	-	-	-	-	-	-	-	-
Transfer the Sustainable Services Reserve Fund	10,348,740	238,919	300,000	328,526	353,047	283,208	301,525	320,545	340,294	360,801	382,096	404,207
Transfer to Capital Projects Fund	9,123,845	4,680,547	6,675,635	2,888,787	3,397,431	2,619,932	1,603,474	2,041,797	1,017,126	3,613,426	2,770,113	2,331,860
<b>TOTAL TRANSFERS</b>	<b>\$22,980,990</b>	<b>\$9,915,180</b>	<b>\$8,018,335</b>	<b>\$4,095,113</b>	<b>\$4,578,278</b>	<b>\$3,730,940</b>	<b>\$2,732,800</b>	<b>\$3,190,142</b>	<b>\$2,185,220</b>	<b>\$4,802,027</b>	<b>\$3,980,009</b>	<b>\$2,736,068</b>
<b>TOTAL REQUIREMENTS</b>	<b>\$79,439,016</b>	<b>\$72,423,420</b>	<b>\$79,064,957</b>	<b>\$78,312,892</b>	<b>\$82,114,336</b>	<b>\$84,166,246</b>	<b>\$86,177,259</b>	<b>\$89,757,872</b>	<b>\$91,994,716</b>	<b>\$97,976,332</b>	<b>\$100,646,888</b>	<b>\$103,028,192</b>

<b>TOTAL REVENUE - TOTAL REQUIREMENT</b>	<b>\$ (1,122,432)</b>	<b>\$ 1,247,182</b>	<b>\$ (1,990,632)</b>	<b>\$ 1,242,584</b>	<b>\$ 685,632</b>	<b>\$ (1,609,944)</b>	<b>\$ (990,669)</b>	<b>\$ (1,582,362)</b>	<b>\$ (993,429)</b>	<b>\$ (3,888,041)</b>	<b>\$ (3,503,820)</b>	<b>\$ (2,700,534)</b>
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<b>LRFP FORECASTED SERVICE (VRH)</b>	<b>223,100</b>	<b>242,700</b>	<b>253,500</b>	<b>266,500</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>	<b>279,400</b>
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WORKING CAPITAL	FY2022-23 Actual	FY2023-24 Budget	FY2024-25 Budget	FY2025-26 Forecast	FY2026-27 Forecast	FY2027-28 Forecast	FY2028-29 Forecast	FY2029-30 Forecast	FY2030-31 Forecast	FY2031-32 Forecast	FY2032-33 Forecast	FY2033-34 Forecast
Gen Fund Beginning Working Capital	36,546,728	35,424,296	36,671,478	34,680,846	35,923,430	36,609,063	34,999,119	34,008,450	32,426,088	31,432,660	27,544,619	24,040,799
Gen Fund Ending Working Capital	35,424,296	36,671,478	34,680,846	35,923,430	36,609,063	34,999,119	34,008,450	32,426,088	31,432,660	27,544,619	24,040,799	21,340,264
Less: Unappropriated Ending Fund Balance (2 months)	(9,409,671)	(11,250,659)	(11,841,104)	(12,369,630)	(12,922,676)	(13,405,884)	(13,907,410)	(14,427,955)	(14,968,249)	(15,529,051)	(16,111,146)	(16,715,354)
<b>General Fund Unrestricted Ending Working Cap</b>	<b>26,014,625</b>	<b>25,420,819</b>	<b>22,839,742</b>	<b>23,553,800</b>	<b>23,686,386</b>	<b>21,593,235</b>	<b>20,101,041</b>	<b>17,998,133</b>	<b>16,464,410</b>	<b>12,015,568</b>	<b>7,929,652</b>	<b>4,624,910</b>



**RESOLUTION NO. 2024-06-12-017**

**ADOPTING THE FISCAL YEAR 2025-2034 LONG-RANGE FINANCIAL PLAN**

**WHEREAS**, Lane Transit District (“LTD” or “the District”) and the LTD Board of Directors are committed to the financial health of the District;

**WHEREAS**, this is achieved through both short-term budgeting and medium to long-range financial planning;

**WHEREAS**, one critical financial planning document is our 2025-2034 Long-Range Financial Plan (LRFP);

**WHEREAS**, the proposed 2025-2034 Long-Range Financial Plan (LRFP) was reviewed at the Budget Committee meeting on November 7, 2023 and at the Board Finance Committee on March 12, 2024;

**WHEREAS**, the proposed 2025-2034 Long-Range Financial Plan (LRFP) was made available for public comment at the Budget Committee meeting on November 7, 2023, at the Board Finance Committee on March 12, 2024, and at the Board meeting on June 12, 2024;

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Transit District Board of Directors hereby adopts the 2025-2034 Long Range Financial Plan.

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12th DAY OF JUNE, 2024.

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Board President, Gino Grimaldi



## Lane Transit District

# Proposed FY 2025 – 2034 Community Investment Plan

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**PRESENTED BY:** Matt Imlach, Director of Development

The Community Investment Plan (CIP) is one of three key documents that provide the information we need to develop a proposed budget. The proposed Fiscal year (FY) 2025-2034 CIP represents both our near and long-term plan of investments needed in the next 10 years in order to continue to achieve our strategic business plan mission of connecting our community in a sustainable and equitable way.

The CIP has no spending authority. LTD's final decision to commit funds occurs through the annual budget process. Although the CIP is the starting point for the annual budget, the projects budgeted each year vary from those proposed in the CIP as a result of available funding and the funding needs of existing projects already underway. Projects proposed in the CIP reflect the planned project cost. The budget for the current state of a project may change between CIP adoption and project implementation.

The FY2023-2032 CIP was last adopted by the Board at the June 26, 2023, regular Board meeting. Staff updated that CIP and presented the FY2024-2033 preliminary CIP to the Budget Committee on November 7, 2023, and the Finance Committee on March 12, 2024 to reflect updates to grant funding available, project timing adjustments, new projects and alignment with the proposed FY25 Budget.

The list of potential projects for inclusion in the CIP come from a variety of internal and external sources. Internal sources include planning & policy documents or our climate action policy. Departments also make requests based on capital or technology replacement needs. The District listens to our riders and community partners throughout Lane County to develop additional project proposals.

Project proposals are only included in the CIP if they align with the Strategic Business Plan. Project timing is dictated by available internal resources to execute and external resources to fund as projected in our Long-range financial plan.

Projects included in our CIP vary in size, cost and community benefit. Some projects are to maintain existing capital assets while others assist LTD in making the delivery of its service more efficient, safe and attractive. All projects either maintain our current infrastructure or respond to the changing needs of our riders and our community

The CIP has two fundamental objectives: 1) to make efficient use of LTD's financial resource, and 2) to implement regional priorities that anticipate the need for public transportation in the future. The CIP supports the collaborative efforts of the local and regional transportation plans. In that context, all projects are vetted against 7 criteria:

- 1) **Project Deferral Implication:** To what extent will deferring a project create unsafe conditions and/or cause noticeable disruption to the level of service or user benefits and/or put the District out of compliance with legal, compliance or regulatory mandates?



## Lane Transit District Proposed FY 2025 – 2034 Community Investment Plan

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- 2) **Feasibility of Implementation:** What is the likelihood that the project will be completed within the requested budget and schedule?
- 3) **Operating Budget Impact:** What impact will the project have on the operating budget of the District and will the ongoing costs be sustainable given the projected incoming revenue sources?
- 4) **Ridership/Quality of Service Delivery:** What impact will this project have on ridership, quality of service delivery and benefits to the community?
- 5) **Economic Contribution:** How will a project increase the District's revenue, create jobs, and/or improve the local economy?
- 6) **Environmental Stewardship:** How will a project preserve the natural environment, conserve natural resources, reduce pollution, or otherwise contribute to a sustainable community?
- 7) **Other Benefits:** What benefits (beyond ridership/quality of service delivery) does the project have to the community (e.g. data insight, better transparency)?

All projects are also organized into three tiers based on their funding status as follows:

**Tier I:** Full funding has been secured.

**Tier II:** Funding is in the application process and/or funding source has been identified.

**Tier III:** Funding source has not yet been identified

**CONSIDERATIONS:** Staff recommends that the Board adopt the proposed FY2025-2034 Amended CIP.

**ALTERNATIVES:** The Board may:

- Hold additional public meetings.
- Postpone adoption of the 2025-2034 proposed Amended CIP to an alternate date.
- Amend and adopt the 2025-2034 Amended CIP as amended.

**NEXT STEPS:** After the 2025-2034 CIP adoption, staff will post the final 2025-2034 CIP on the LTD Website. The adopted CIP will become the official guiding CIP. The adopted CIP has no spend authority.

**SUPPORTING DOCUMENTATION:**

- 1) FY2025-2034 CIP
- 2) Resolution No. 2024-06-12-018

**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-018: Adopting the Fiscal Year 2025-2034 Community Investment Plan.

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# Community Investment Plan

## FY 2025 - 2034



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## Table of Contents

COMMUNITY INVESTMENT PRIORITIES .....	3
FUNDAMENTAL OBJECTIVES .....	3
CIP DEVELOPMENT AND REVIEW PROCESS .....	3
PROJECT FUNDING CONSIDERATIONS .....	3
PROJECT CLASSIFICATIONS .....	4
PROJECT DESCRIPTIONS FOR IMPROVEMENTS .....	4
FACILITIES.....	4
FREQUENT TRANSIT NETWORK (FTN).....	5
SAFETY AND SECURITY .....	6
TECHNOLOGY AND INFRASTRUCTURE.....	6
PROJECT DESCRIPTIONS FOR STATE OF GOOD REPAIR .....	6
FACILITIES.....	6
FLEET .....	7
TECHNOLOGY AND INFRASTRUCTURE.....	8
FUTURE YEAR PROJECTIONS FOR IMPROVEMENTS .....	9
FUTURE YEAR PROJECTIONS FOR STATE OF GOOD REPAIR.....	9
PROJECT FUNDING.....	10

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# COMMUNITY INVESTMENT PRIORITIES

Lane Transit District's (LTD) projects vary in size, cost, and community benefit. These projects maintain existing capital assets and assist us in providing efficient and safe service. LTD is committed to maintaining current infrastructure while purposefully investing in new projects, responding to the changing needs of its riders and community.

## FUNDAMENTAL OBJECTIVES

The Community Investment Plan (CIP) has two fundamental objectives:

- > To make efficient use of LTD's financial resources.
- > To implement regional priorities that anticipate the need for public transportation in the future. The CIP supports the collaborative efforts of the local and regional transportation plans.

The 2025-2034 CIP totals approximately \$270 million in projects. Of that, \$46.6 million don't have a secured or an identified funding source.

## CIP DEVELOPMENT AND REVIEW PROCESS

The CIP is reviewed and adopted annually. The draft CIP is reviewed at a Budget Committee meeting in the Fall, and again by the Board Finance committee in the Spring, prior to the final preparation of the District Budget. Both meetings are open to the public and a comment period is provided. The final proposed CIP is adopted by the Board at their June meeting. The Board of Directors considers all public comment prior to adoption of the Plan.

## PROJECT FUNDING CONSIDERATIONS

There are two types of projects in the CIP: State of Good Repair and Improvement. State of Good Repair projects keep the District's assets in good working condition in order to continue providing high-quality service to the community. These include vehicle replacement as well as, maintenance and upgrades to technology and facilities. Improvement projects increase the investments in the community adding additional service and/or user benefits. These can include frequent transit network projects, fare management, and large technology and facility upgrades.

Projects are organized into three tiers based on their funding status. Funding tiers are as follows:

- > Tier 3: Funding source has not yet been identified.
- > Tier 2: Funding is in the application process and/or funding source has been identified.
- > Tier 1: Full funding has been secured.

Although the CIP is the starting point for the annual budget, the projects budgeted each year vary from those proposed in the CIP as a result of available funding and the funding needs of existing projects. The budget for the current state of a project may change between CIP adoption and project implementation.

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## PROJECT CLASSIFICATIONS

Projects are sorted by the following major classifications:

### **Frequent Transit Network (FTN):**

Projects which encompass the planning, design, and construction of service that increases capacity along major transportation corridors. The FTN strengthens regional connectivity by tying service and investment decisions to the level of development along corridors.

### **Fleet:**

Projects related to the addition, replacement, and overhaul of service and support vehicles, and equipment.

### **Facilities:**

Projects which fund the design, purchase, installation, construction, or improvement/rehabilitation of service, maintenance, and administrative facilities.

### **Technology Infrastructure and Support Systems:**

Projects include the acquisition, implementation, and enhancement of technology infrastructure, communications/network equipment, hardware, and software.

### **Safety and Security:**

Projects include the acquisition, implementation, and enhancement of security and safety programs that support the delivery of transportation services.

## PROJECT DESCRIPTIONS FOR IMPROVEMENTS

### **FACILITIES**

#### **Alternative Fuels Infrastructure**

The project will improve LTD's facilities allowing us to fuel, service, and repair new vehicles with innovative propulsion technologies.

#### **Eugene Station Modernization**

The project will maintain and improve both the buildings and exterior features of the station. Examples of possible improvements include: updating wayfinding signs, improving real time signage, installing energy efficient lighting fixtures, and updating public restrooms.

#### **Facility & Station Upgrades & Infrastructure**

Improvements to each station would be designed to increase accessibility, comfort, and safety at passenger boarding areas by updating or replacing bus driveways, passenger platforms, shelter structures, passenger furniture, signage, and site utilities which may include relocation of the entire facility.



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### **Fixed Route Infrastructure Improvements**

The project will update signs, shelters, furniture, and other equipment at stops along the Fixed Route Network, increasing accessibility, comfort, and passenger safety at these boarding areas.

### **Fleet Crane and Fall Protection**

The project will provide for a safe working environment on top of the bus and provide for safely lifting components that are located anywhere on top of a bus and removing/ replacing them.

### **OCC / Training / Lounge**

The Operations Command Center/Training/Lounge project will expand LTD's administrative building to include modern operations dispatch, operator report area, training simulator/classrooms, restrooms/showers, and operator rest areas.

### **Passenger Boarding & System Facility Improvements**

The project will enhance the LTD customer experience by improving pathways, shelters, furniture, and/or signage at passenger boarding areas. These upgrades are designed to increase accessibility, comfort, and safety for transit riders.

### **RideSource Facility Expansion**

The project will allow LTD to increase parking capacity for paratransit and employee vehicles and expand the RideSource operational/administrative building to better meet the needs of the community.

### **Storm Water Shut-Off Valve to City**

The project will provide a shut-off valve to the city storm water system in the event of a major fueling spill on the Glenwood Campus.

### **River Road Transit Disposal**

With the addition of the Santa Clara Station this station is no longer needed for transit use. This project will allow LTD to go through the required steps for disposing of this excess property.

## **FREQUENT TRANSIT NETWORK (FTN)**

### **Franklin Raise Project Grant Match**

The project is a match commitment to the City of Eugene's successful federal RAISE grant for reconstruction of Franklin Boulevard. LTD's match is to facilitate reconstruction of the stretch of EmX line within the project area, between Walnut and Dads' Gates stations.

### **Planning Studies**

The suite of projects that fall within this category will be reassessed/built upon each year as part of the CIP process. The strategic planning studies include: Main McVay Transit Study, MovingAhead, Strategic Business Plan, Lane Council of Governments (LCOG) Planning Assistance, Comprehensive Operations Analysis, Mobility Management Strategy, Corridor Planning, Long Range Transit Plan Update, and the Downtown Transit Circulation Plan.

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## **SAFETY AND SECURITY**

### **FTN Safety and Amenity Improvements**

The project will enhance the customer experience, improve efficiency, increase safety, accessibility, and comfort for riders using stops along this network. Examples of possible upgrades include: real-time signs, transit signal priority, bike lockers, and ADA improvements.

### **System Security Improvements**

These improvements will focus primarily on locations that are particularly vulnerable to vandalism, ensuring we can provide safe and accessible service across our system.

## **TECHNOLOGY AND INFRASTRUCTURE**

### **Fiber Mapping & Replacement/Expansion**

This project involves expanding and updating the mapping of LTD's fiber network in the Eugene Springfield area. This is done to determine new pathways with existing Fiber networks to increase efficiency and redundancy.

### **Regional Mobility Enabling Technologies**

In partnership with local entities, the project would include development of integrated web-based solutions for trip planning and payment options across multiple modes of transportation, as well as facilitating a pilot that would enable users in determining the best set of mobility services. Technologies developed under this project would include the ability to dispatch given mobility service or set of services to meet the user's needs.

### **Website**

LTD plans to upgrade to a more technologically advanced website improving communication with riders and the community, and will allow for future expansion of LTD's services.

## **PROJECT DESCRIPTIONS FOR STATE OF GOOD REPAIR**

### **FACILITIES**

#### **Bus Wash Improvements**

This project will renovate the existing bus wash facility at LTD's Glenwood campus to include replacement of the existing bus wash with a new, reliable bus wash and reclamation system that increases cleaning capabilities, increases work efficiencies of service personnel, uses fewer resources and minimizes maintenance costs.

#### **Franklin & Gateway EmX Corridors**

EmX platforms and busways along the Franklin and Gateway lines will be updated to increase passenger safety, comfort, and accessibility while furthering LTD's sustainability goals. Improvements might include repainting structures, installing new signage, repairs and replacement to hardscapes, and rehabilitating furniture and shelters.

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## **Gateway Station**

Gateway Station is one of the core elements of the EmX and links riders to essential services on Route 12, such as the Lane County Courthouse and VA Clinic. By keeping this station in good working order, repainting structures, installing digital signage, and other minor improvements, we continue to provide a safe environment for people of diverse identities and abilities to access transportation.

### **Glenwood Admin Roof Replacement**

The Glenwood Administrative Facility roof needs replacement to protect the structure and assets inside the building. This project will replace the existing metal roofing with new materials improving the life cycle cost.

### **Glenwood Admin Seismic, Mechanical, and Systems Upgrades**

The project will consist of seismic upgrades, mechanical upgrades, and system upgrades at the Glenwood location.

### **Glenwood Electrical Rehabilitation**

The project will take corrective measures on electrical safety issues, installation/code deficiencies, and equipment rating deficiencies, as well as, increase the capacity of the electrical system.

### **Glenwood Petroleum Fuel System Improvements**

The project will upgrade and replace LTD's petroleum and fluid dispensing systems, much of which has reached its end-of-useful life. Necessary improvements include: storage vessels, pumps, product lines, leak detection, and dispensing equipment.

## **Springfield Station**

The project will improve comfort and accessibility for passengers at the station and further LTD's sustainability goals. Possible upgrades include repainting passenger structures, installing new digital signage, updating to LED lighting, repairing platform paving, rehabilitating furniture and shelters, as well as improvements to mechanical, electrical, and plumbing systems.

## **Transit Facilities State of Good Repair**

Safety for our employees, customers, and community is always a top priority. Repairing and renovating our buildings to provide adequate ventilation, fire and life safety, and structural integrity means a safe working environment for all. Our ongoing commitment to keeping all facilities in good working order gives us a safe space to be creative, compassionate and productive.

## **Passenger Boarding & System Facility State of Good Repair**

The project will address items to improve LTD customer experience by addressing shelters, furniture, and/or signage at passenger boarding areas as well as system wide repairs that need to be addressed.

## **FLEET**

### **Major Bus Components**

The program will allow LTD to leverage capital funds for the replacement of major bus components (hybrid systems, engine overhauls) needing to be replaced prior to the end of the vehicle's useful life.

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### **Ten-Year Fixed Route Fleet Replacement**

The ten-year plan helps identify buses that need to be replaced in order to maintain reliable service, with annual review based on the condition of vehicles and available funds.

### **Ten-Year Special Service Fleet Replacement**

The Paratransit Fleet Replacement Plan is a ten-year plan for identifying which paratransit vehicles need to be replaced with new purchases. Paratransit vehicles are used to operate the RideSource ADA service and other specialized programs.

### **Ten-Year Non-Revenue Fleet**

The Non-Revenue Fleet Replacement Plan is a ten-year plan for identifying which non-revenue vehicles need to be replaced with new purchases. Non-revenue vehicles do not move passengers, but are cars, trucks, and vans used to transport equipment and staff between District properties and to and from meetings.

## **TECHNOLOGY AND INFRASTRUCTURE**

### **CAD/AVL**

The CAD/AVL system is core to LTD's mission critical operations, including operations of fleet, communications with operators, monitoring real-time vehicle locations, GTFS data, and more. This project will replace existing CAD/AVL system for fixed route and EmX vehicles.

### **Enterprise Resource Planning (ERP)**

The project will impact all LTD departments and can lead to significant process improvement focus through design assessment and implementation.

### **IT Hardware/Software Replacement**

The project involves the replacement of existing IT equipment/software, such as servers, laptops, networking devices, and software solutions with newer and more efficient technology.

### **Operations Software/Midas Replacement**

The project is to replace the current operations scheduling/bid software. LTD will be able to better serve the community with updated software allowing staff to do their jobs more smoothly, creating new efficiencies for staff, and better service for our Operators who are at the core of delivering service to the community.

# FUTURE YEAR PROJECTIONS FOR IMPROVEMENTS

## IMPROVEMENTS

2025-2034	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
<b>TOTALS: IMPROVEMENTS</b>	<b>16,240,549</b>	<b>5,531,218</b>	<b>10,188,419</b>	<b>15,421,709</b>	<b>27,850,000</b>	<b>9,675,000</b>	<b>4,805,000</b>	<b>1,750,000</b>	<b>1,800,000</b>	<b>1,655,000</b>	<b>94,916,894</b>
<b>FACILITIES</b>	<b>11,360,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>12,850,000</b>	<b>26,200,000</b>	<b>7,900,000</b>	<b>3,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>64,510,000</b>
Alternative Fuels Infrastructure	-	-	-	5,000,000	15,000,000	3,700,000	-	-	-	-	23,700,000
Eugene Station Modernization	810,000	-	-	-	-	-	-	-	-	-	810,000
Facility & Station Upgrades & Infrastructure	-	-	-	3,000,000	3,000,000	3,000,000	3,000,000	-	-	-	12,000,000
Fixed Route Infrastructure Improvements	-	-	1,000,000	3,000,000	-	-	-	-	-	-	4,000,000
Fleet Crane and Fall Protection	825,000	-	-	-	-	-	-	-	-	-	825,000
OCC / Training / Lounge	9,500,000	1,000,000	-	-	-	-	-	-	-	-	10,500,000
Passenger Boarding & System Facilities - Imp	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000
RideSource Facility Expansion	-	-	-	1,000,000	8,000,000	1,000,000	-	-	-	-	10,000,000
Storm Water Shut-off Value to City	-	-	-	650,000	-	-	-	-	-	-	650,000
River Road Transit Disposal	25,000	-	-	-	-	-	-	-	-	-	25,000
<b>FREQUENT TRANSIT NETWORK (FTN)</b>	<b>780,000</b>	<b>300,000</b>	<b>5,325,000</b>	<b>205,000</b>	<b>300,000</b>	<b>525,000</b>	<b>355,000</b>	<b>300,000</b>	<b>350,000</b>	<b>205,000</b>	<b>8,645,000</b>
Franklin Raise Project Grant Match	-	-	5,000,000	-	-	-	-	-	-	-	5,000,000
Planning Studies	780,000	300,000	325,000	205,000	300,000	525,000	355,000	300,000	350,000	205,000	3,645,000
<b>SAFETY &amp; SECURITY</b>	<b>1,586,090</b>	<b>1,295,049</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>12,881,139</b>
FTN Safety and Amenity Improvements	1,561,090	1,295,049	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	12,856,139
System Security Improvements	25,000	-	-	-	-	-	-	-	-	-	25,000
<b>TECH &amp; INFRASTRUCTURE</b>	<b>2,514,459</b>	<b>2,736,169</b>	<b>2,413,419</b>	<b>1,116,709</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,880,755</b>
Fiber Mapping & Replacement/Expansion	-	-	50,000	100,000	100,000	-	-	-	-	-	250,000
Regional Mobility Enabling Technologies	1,864,459	2,736,169	2,363,419	1,016,709	-	-	-	-	-	-	7,980,755
Website	650,000	-	-	-	-	-	-	-	-	-	650,000

# FUTURE YEAR PROJECTIONS FOR STATE OF GOOD REPAIR

## STATE OF GOOD REPAIR

2025-2034	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
<b>TOTALS: STATE OF GOOD REPAIR</b>	<b>20,400,071</b>	<b>13,727,362</b>	<b>13,511,122</b>	<b>15,794,504</b>	<b>13,939,829</b>	<b>11,636,980</b>	<b>4,975,838</b>	<b>22,339,505</b>	<b>16,667,423</b>	<b>13,890,736</b>	<b>146,883,368</b>
<b>FACILITIES</b>	<b>2,220,000</b>	<b>3,815,000</b>	<b>1,750,000</b>	<b>1,500,000</b>	<b>5,500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>17,285,000</b>
Bus Wash Improvements	135,000	-	-	-	-	-	-	-	-	-	135,000
Franklin & Gateway EmX Corridors	-	1,000,000	1,000,000	-	-	-	-	-	-	-	2,000,000
Gateway Station	-	-	-	500,000	-	-	-	-	-	-	500,000
Glenwood Admin Roof Replacement	1,500,000	400,000	-	-	-	-	-	-	-	-	1,900,000
Glenwood Admin Seismic, Mech & Systems Upg	-	1,500,000	-	-	-	-	-	-	-	-	1,500,000
Glenwood Electrical Rehabilitation	-	250,000	250,000	-	-	-	-	-	-	-	500,000
Glenwood Petroleum Fuel System Improvements	100,000	-	-	-	-	-	-	-	-	-	100,000
Springfield Station Improvements	-	-	-	500,000	5,000,000	-	-	-	-	-	5,500,000
Transit Facilities State of Good Repairs	285,000	415,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,700,000
Passenger Boarding & System Facilities - SGR	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,450,000
<b>FLEET</b>	<b>13,847,879</b>	<b>7,647,362</b>	<b>11,141,122</b>	<b>13,384,504</b>	<b>7,891,079</b>	<b>10,819,292</b>	<b>3,989,016</b>	<b>20,968,342</b>	<b>15,381,702</b>	<b>12,515,228</b>	<b>117,585,525</b>
Major Bus Components	548,429	369,102	455,062	940,164	1,359,099	1,006,942	2,150,946	2,131,922	228,162	365,058	9,554,885
Ten Yr. Fixed Route Fleet Replacement	11,400,000	5,440,000	9,450,000	11,230,000	5,350,000	8,560,000	-	16,050,000	13,370,000	10,700,000	91,550,000
Ten Yr. Spec Srvc Fleet Replacement	1,411,200	1,277,580	1,083,460	1,103,340	1,123,220	1,143,100	1,396,980	2,162,860	1,505,240	1,222,620	13,429,600
Ten-Year Non-Rev Fleet	488,250	560,680	152,600	111,000	58,760	109,250	441,090	623,560	278,300	227,550	3,051,040
<b>TECH &amp; INFRASTRUCTURE</b>	<b>4,332,192</b>	<b>2,265,000</b>	<b>620,000</b>	<b>910,000</b>	<b>548,750</b>	<b>317,688</b>	<b>486,822</b>	<b>871,163</b>	<b>785,721</b>	<b>875,507</b>	<b>12,012,843</b>
CAD/AVL	210,000	-	-	-	-	-	-	-	-	-	210,000
ERP	400,000	-	-	-	-	-	-	-	-	-	400,000
IT Hardware/Software Replacement	885,000	1,165,000	620,000	910,000	548,750	317,688	486,822	871,163	785,721	875,507	7,465,651
ITS Video Systems Replacement	2,000,000	1,100,000	-	-	-	-	-	-	-	-	3,100,000
Operations Software/Midas Replacement	837,192	-	-	-	-	-	-	-	-	-	837,192

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## PROJECT FUNDING

Project funding is determined 12-18 months prior to the desired start date for a project. Federal Transportation Authority (FTA) formula funds are restricted to specific uses such as operating, capital projects or buses, and bus facilities. LTD receives an apportionment of formula funds each year based on various service and financial factors from previous year. There are also competitive FTA grants and federal discretionary funds (earmarks). All types of grants require LTD to submit applications detailing the project purpose and work to be performed, a project budget, and a timeline. FTA grant applications typically take 3 to 4 months to process, but can take longer depending on the complexity of the projects and FTA staff availability.

Grants typically do not fund 100 percent of a project. The amount not funded is referred to as the “Match” and can range from 0 to 50 percent. The most common match for formula fund grants is 20 percent.

Another source of project funding is the State Transportation Improvement Fund (STIF). This funding also has formula and discretionary apportionments, however there is no required match. Project priorities are set by a regional community Board based on requests submitted by LTD 9 to 12 months prior to the beginning of each State biennium. At LTD we are using STIF funds for pilot service projects, rural services, match for federally funded projects, ADA service support, and bus purchases.

The final source of project funding is the General Fund. Our goal is for every project to be at least 70 percent covered by grants, leaving no more than 30 percent to be paid from the General Fund. However, some CIP projects such as Planning, or vehicles used by maintenance and facilities, are not able to be covered by grants. Those projects are 100 percent funded from the General Fund.

In the annual budget the full cost of projects planned for that fiscal year make up the budget for our Capital Projects Fund. If projects are Tier 2 (funding identified but not secured) those budget amounts are held back and not spent until funding is secured. The portion of the project budgets not grant funded is covered by a transfer from the General Fund to the Capital Projects Fund.



**Lane Transit District**

*Connecting our Community*

**Community Investment Plan Fiscal Year 2025-2034**

June 12, 2024

LTD June Board Agenda Packet  
June 12, 2024 Page 31 of 73

Lane Transit District | LTD.org

# Agenda



Community Investment Plan (CIP) Timeline



Framework



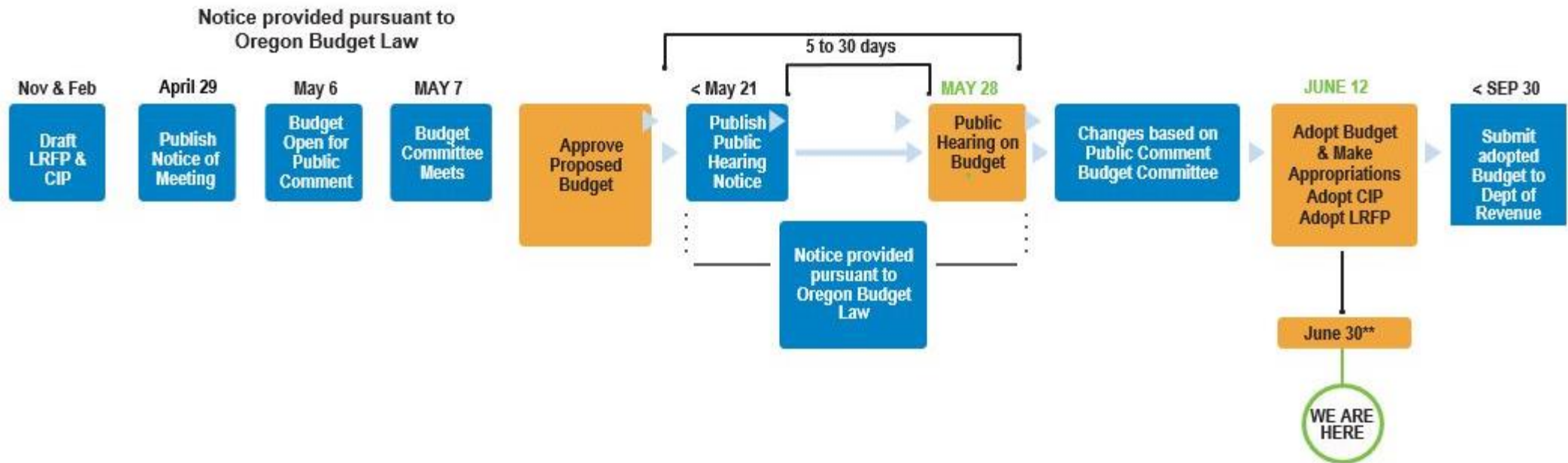
Projects



# Budget Process

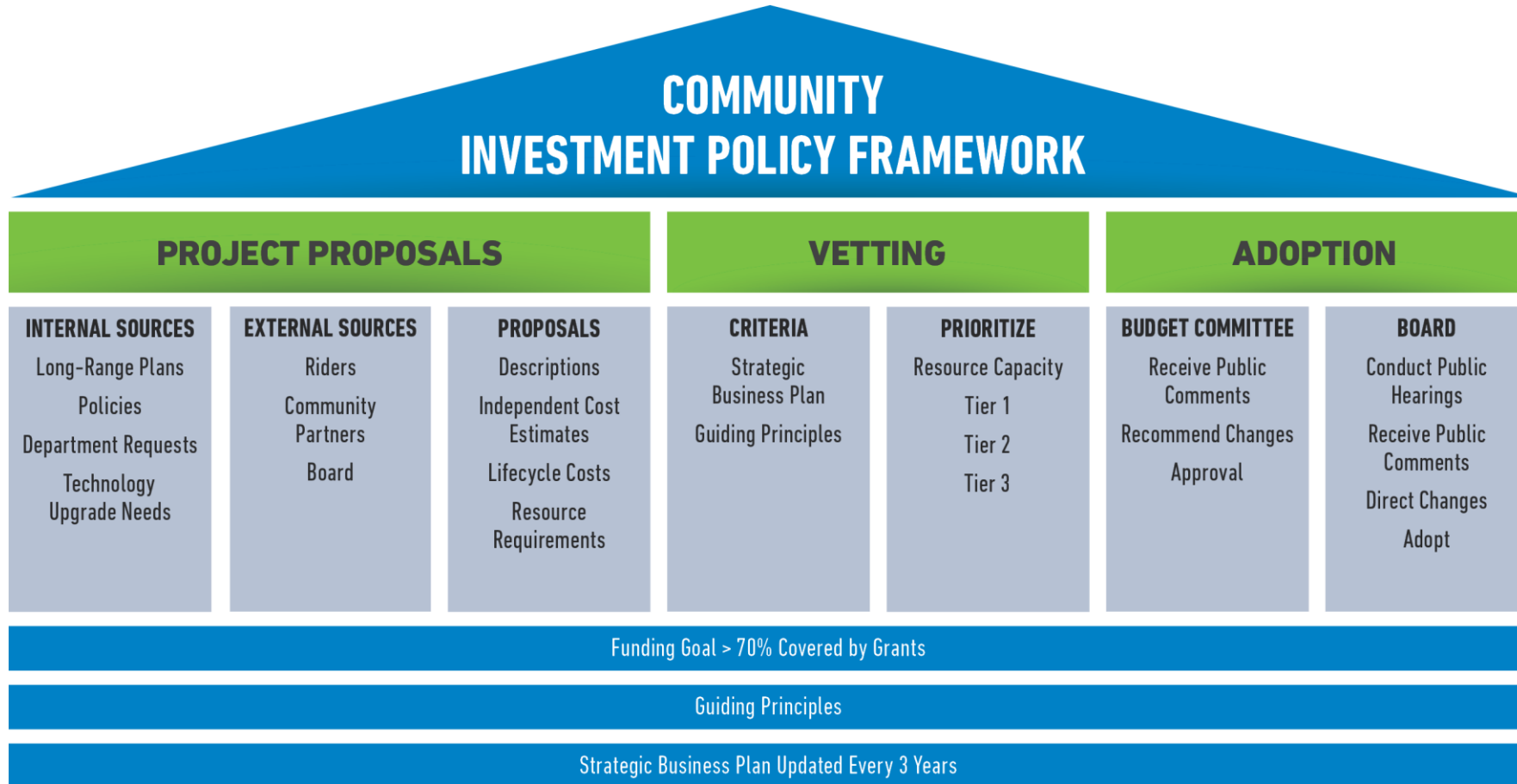


## BUDGET PROCESS



**\*\*NOTE: Budget must be adopted by June 30, 2024 (ORS 294.408)**

# Framework

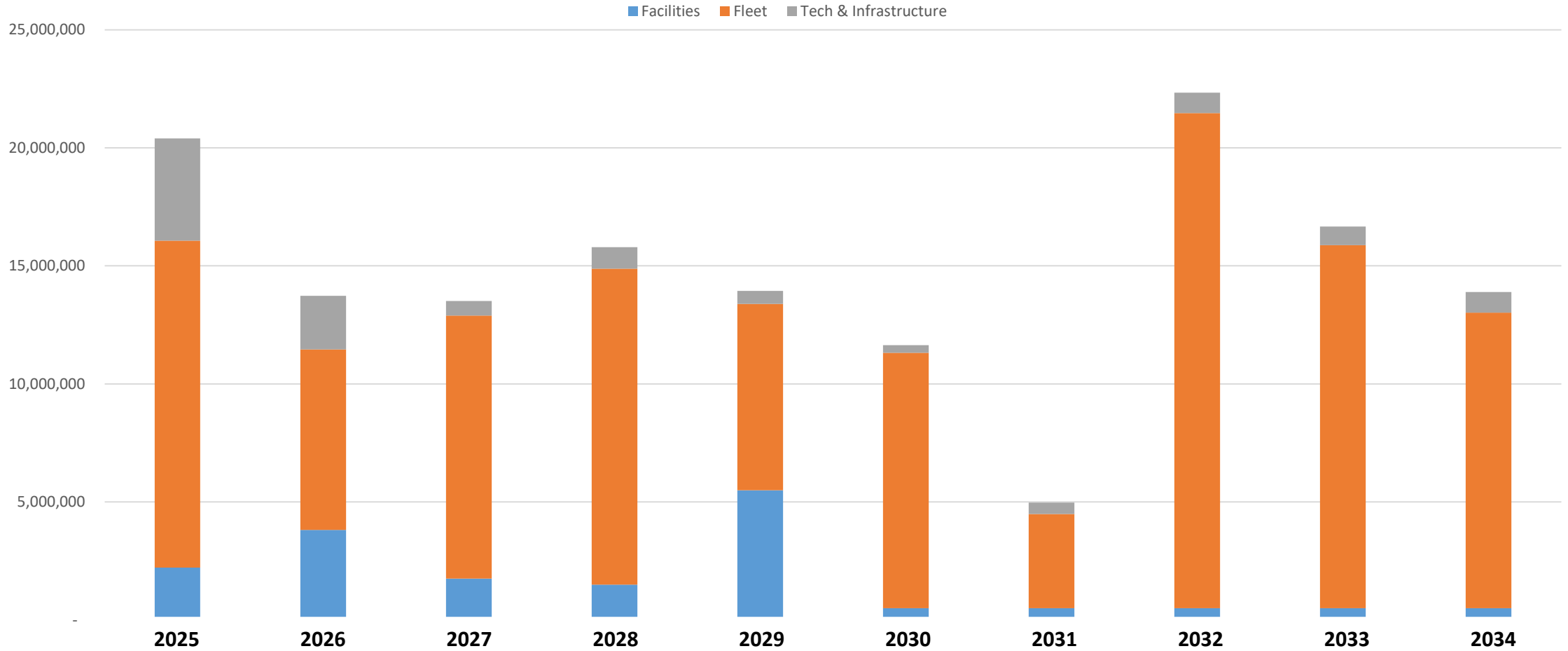


# State of Good Repair Projects



	TIER	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
<b>TOTALS: STATE OF GOOD REPAIR</b>		<b>20,400,071</b>	<b>13,727,362</b>	<b>13,511,122</b>	<b>15,794,504</b>	<b>13,939,829</b>	<b>11,636,980</b>	<b>4,975,838</b>	<b>22,339,505</b>	<b>16,667,423</b>	<b>13,890,736</b>	<b>146,883,368</b>
<b>FACILITIES</b>		<b>2,220,000</b>	<b>3,815,000</b>	<b>1,750,000</b>	<b>1,500,000</b>	<b>5,500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>17,285,000</b>
Bus Wash Improvements	1	135,000	-	-	-	-	-	-	-	-	-	135,000
Franklin & Gateway EmX Corridors	2	-	1,000,000	1,000,000	-	-	-	-	-	-	-	2,000,000
Gateway Station	3	-	-	-	500,000	-	-	-	-	-	-	500,000
Glenwood Admin Roof Replacement	2	1,500,000	400,000	-	-	-	-	-	-	-	-	1,900,000
Glenwood Admin Seismic, Mech & Systems Upgrades	2	-	1,500,000	-	-	-	-	-	-	-	-	1,500,000
Glenwood Electrical Rehabilitation	2	-	250,000	250,000	-	-	-	-	-	-	-	500,000
Glenwood Petroleum Fuel System Improvements	2	100,000	-	-	-	-	-	-	-	-	-	100,000
Springfield Station Improvements	3	-	-	-	500,000	5,000,000	-	-	-	-	-	5,500,000
Transit Facilities State of Good Repairs	1/2	285,000	415,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,700,000
Passenger Boarding & System Facilities - SGR	1/2	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,450,000
<b>FLEET</b>		<b>13,847,879</b>	<b>7,647,362</b>	<b>11,141,122</b>	<b>13,384,504</b>	<b>7,891,079</b>	<b>10,819,292</b>	<b>3,989,016</b>	<b>20,968,342</b>	<b>15,381,702</b>	<b>12,515,228</b>	<b>117,585,525</b>
Major Bus Components	1/2	548,429	369,102	455,062	940,164	1,359,099	1,006,942	2,150,946	2,131,922	228,162	365,058	9,554,885
Ten Yr. Fixed Route Fleet Replacement	1/2	11,400,000	5,440,000	9,450,000	11,230,000	5,350,000	8,560,000	-	16,050,000	13,370,000	10,700,000	91,550,000
Ten Yr. Spec Srvc Fleet Replacement	1/2	1,411,200	1,277,580	1,083,460	1,103,340	1,123,220	1,143,100	1,396,980	2,162,860	1,505,240	1,222,620	13,429,600
Ten-Year Non-Rev Fleet	1/2	488,250	560,680	152,600	111,000	58,760	109,250	441,090	623,560	278,300	227,550	3,051,040
<b>TECH &amp; INFRASTRUCTURE</b>		<b>4,332,192</b>	<b>2,265,000</b>	<b>620,000</b>	<b>910,000</b>	<b>548,750</b>	<b>317,688</b>	<b>486,822</b>	<b>871,163</b>	<b>785,721</b>	<b>875,507</b>	<b>12,012,843</b>
CAD/AVL	2	210,000	-	-	-	-	-	-	-	-	-	210,000
ERP	1	400,000	-	-	-	-	-	-	-	-	-	400,000
IT Hardware/Software Replacement	1/2	885,000	1,165,000	620,000	910,000	548,750	317,688	486,822	871,163	785,721	875,507	7,465,651
ITS Video Systems Replacement	1/2	2,000,000	1,100,000	-	-	-	-	-	-	-	-	3,100,000
Operations Software/Midas Replacement	1	837,192	-	-	-	-	-	-	-	-	-	837,192

# State of Good Repair Projects

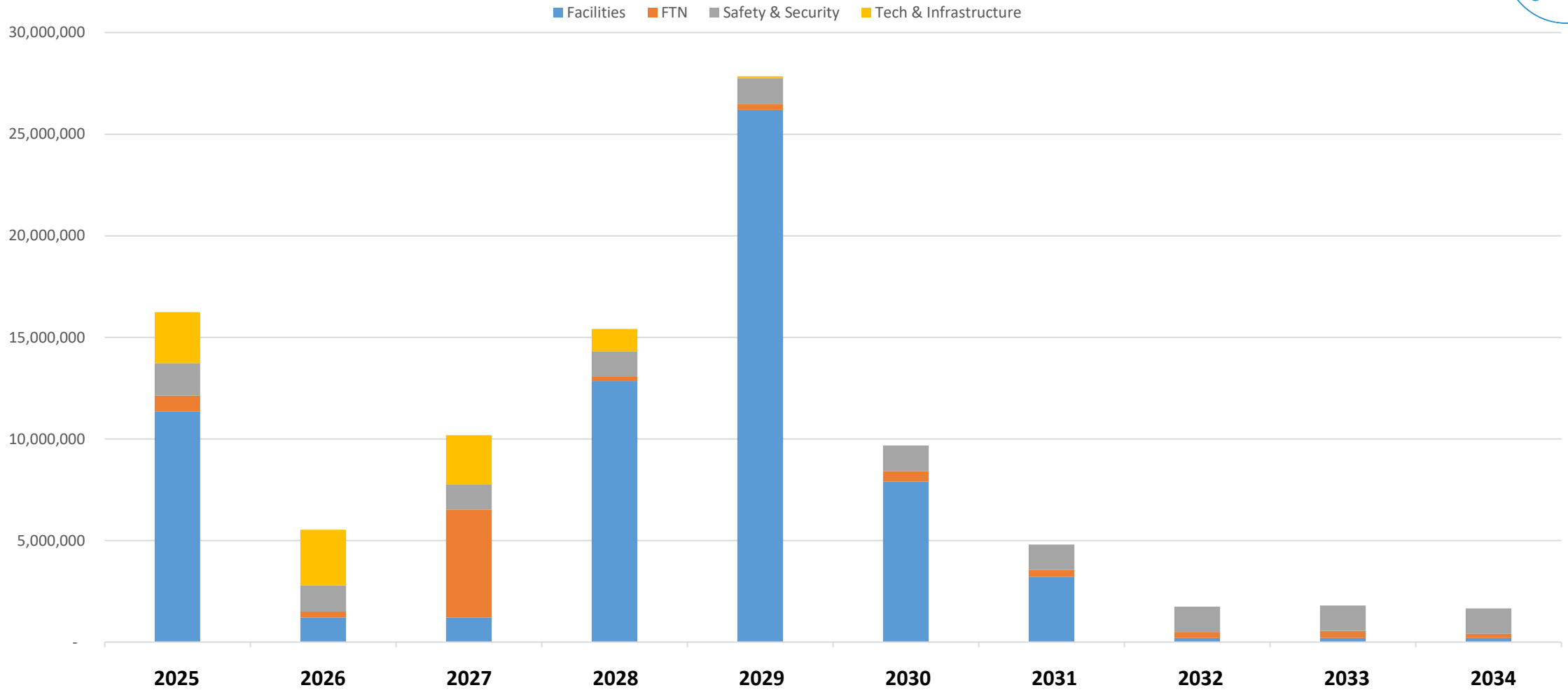


# Improvement Projects



	TIER	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
<b>TOTALS: IMPROVEMENTS</b>		<b>16,240,549</b>	<b>5,531,218</b>	<b>10,188,419</b>	<b>15,421,709</b>	<b>27,850,000</b>	<b>9,675,000</b>	<b>4,805,000</b>	<b>1,750,000</b>	<b>1,800,000</b>	<b>1,655,000</b>	<b>94,916,894</b>
<b>FACILITIES</b>		<b>11,360,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>12,850,000</b>	<b>26,200,000</b>	<b>7,900,000</b>	<b>3,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>64,510,000</b>
Alternative Fuels Infrastructure	3	-	-	-	5,000,000	15,000,000	3,700,000	-	-	-	-	23,700,000
Eugene Station Modernization	2	810,000	-	-	-	-	-	-	-	-	-	810,000
Facility & Station Upgrades & Infrastructure	3	-	-	-	3,000,000	3,000,000	3,000,000	3,000,000	-	-	-	12,000,000
Fixed Route Infrastructure Improvements	3	-	-	1,000,000	3,000,000	-	-	-	-	-	-	4,000,000
Fleet Crane and Fall Protection	2	825,000	-	-	-	-	-	-	-	-	-	825,000
OCC / Training / Lounge	2	9,500,000	1,000,000	-	-	-	-	-	-	-	-	10,500,000
Passenger Boarding & System Facilities - Imp	1/2	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000
RideSource Facility Expansion	3	-	-	-	1,000,000	8,000,000	1,000,000	-	-	-	-	10,000,000
Storm Water Shut-off Value to City	3	-	-	-	650,000	-	-	-	-	-	-	650,000
River Road Transit Disposal	1	25,000	-	-	-	-	-	-	-	-	-	25,000
<b>FREQUENT TRANSIT NETWORK (FTN)</b>		<b>780,000</b>	<b>300,000</b>	<b>5,325,000</b>	<b>205,000</b>	<b>300,000</b>	<b>525,000</b>	<b>355,000</b>	<b>300,000</b>	<b>350,000</b>	<b>205,000</b>	<b>8,645,000</b>
Franklin Raise Project Grant Match	1	-	-	5,000,000	-	-	-	-	-	-	-	5,000,000
Planning Studies	1/2	780,000	300,000	325,000	205,000	300,000	525,000	355,000	300,000	350,000	205,000	3,645,000
<b>SAFETY &amp; SECURITY</b>		<b>1,586,090</b>	<b>1,295,049</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>12,881,139</b>
FTN Safety and Amenity Improvements	1/2	1,561,090	1,295,049	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	12,856,139
System Security Improvements	1	25,000	-	-	-	-	-	-	-	-	-	25,000
<b>TECH &amp; INFRASTRUCTURE</b>		<b>2,514,459</b>	<b>2,736,169</b>	<b>2,413,419</b>	<b>1,116,709</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,880,755</b>
Fiber Mapping & Replacement/Expansion	3	-	-	50,000	100,000	100,000	-	-	-	-	-	250,000
Regional Mobility Enabling Technologies	1	1,864,459	2,736,169	2,363,419	1,016,709	-	-	-	-	-	-	7,980,755
Website	2	650,000	-	-	-	-	-	-	-	-	-	650,000

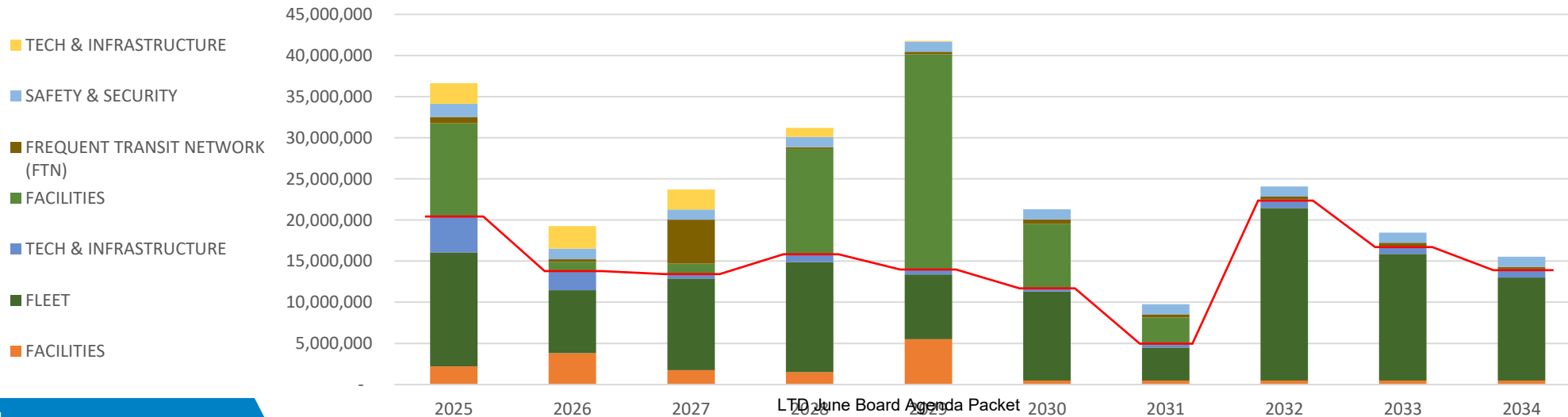
# Improvement Projects



# Community Investment Project Overview



	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTAL
<b>TOTALS: STATE OF GOOD REPAIR</b>	20,400,071	13,727,362	13,511,122	15,794,504	13,939,829	11,636,980	4,975,838	22,339,505	16,667,423	13,890,736	146,883,368
FACILITIES	2,220,000	3,815,000	1,750,000	1,500,000	5,500,000	500,000	500,000	500,000	500,000	500,000	17,285,000
FLEET	13,847,879	7,647,362	11,141,122	13,384,504	7,891,079	10,819,292	3,989,016	20,968,342	15,381,702	12,515,228	117,585,525
TECH & INFRASTRUCTURE	4,332,192	2,265,000	620,000	910,000	548,750	317,688	486,822	871,163	785,721	875,507	12,012,843
<b>TOTALS: IMPROVEMENTS</b>	16,240,549	5,531,218	10,188,419	15,421,709	27,850,000	9,675,000	4,805,000	1,750,000	1,800,000	1,655,000	94,916,894
FACILITIES	11,360,000	1,200,000	1,200,000	12,850,000	26,200,000	7,900,000	3,200,000	200,000	200,000	200,000	64,510,000
FREQUENT TRANSIT NETWORK (FTN)	780,000	300,000	5,325,000	205,000	300,000	525,000	355,000	300,000	350,000	205,000	8,645,000
SAFETY & SECURITY	1,586,090	1,295,049	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	12,881,139
TECH & INFRASTRUCTURE	2,514,459	2,736,169	2,413,419	1,116,709	100,000	-	-	-	-	-	8,880,755
<b>GRAND TOTALS</b>											
<b>State of Good Repair &amp; Improvements</b>	36,640,620	19,258,580	23,699,540	31,216,213	41,789,829	21,311,980	9,780,838	24,089,505	18,467,423	15,545,736	241,800,262



# Questions



**LTD Design Your Service Improvements**

**How would you improve LTD service?**  
 LTD is beginning to build back service while recovering from the effects of the COVID-19 pandemic. We can't do everything at once, but we want to know what your top priorities are for improving service. This is where we need your help!  
 This survey allows you to select potential improvements that you think will help make LTD work better for you. Do you want more frequent transit service? Or earlier or later service on a particular day of the week? Or would you like to see LTD invest in on demand services or better infrastructure? What is most important for you? This survey is your chance to share feedback with us and improve LTD service!

**Benefit Categories**

- Ridership**  
Increase transit ridership
- Speed & Reliability**  
Make transit faster and more reliable
- Access**  
Increase the number of people who can easily access transit
- Passenger Experience**  
Improve the experience of riding transit

[Completar la encuesta en español](#)

**Design your service improvements**

- Scroll down to see the strategies that could improve transit.
- You have a total budget of 16 dollar signs (\$). Mix and match potential improvements to see how the costs and benefits change by clicking the check boxes below.
- Spend your budget by selecting your preferred strategies.

Assistance completing the survey is available upon request. Please contact Cammie Harris at 541-682-6118 or [Cammie.Harris@ltd.org](mailto:Cammie.Harris@ltd.org).

Your Overall Benefits				Your Costs
Ridership	Speed & Reliability	Access	Passenger Experience	Total Cost (Max \$16)

**Improve Existing Bus Routes**

**EmX** Restore EmX service to every 10 minutes on weekdays. Restore EmX service levels to pre-pandemic service levels.

Ridership	Speed & Reliability	Access	Passenger Experience	Cost
				\$5



# Project Descriptions for State of Good Repair



## FACILITIES

### **Bus Wash Improvements**

This project will renovate the existing bus wash facility at LTD's Glenwood campus to include replacement of the existing bus wash with a new, reliable bus wash and reclamation system that increases cleaning capabilities, increases work efficiencies of service personnel, uses fewer resources and minimizes maintenance costs.

### **Franklin & Gateway EmX Corridors**

EmX platforms and busways along the Franklin and Gateway lines will be updated to increase passenger safety, comfort, and accessibility while furthering LTD's sustainability goals. Improvements might include repainting structures, installing new signage, repairs and replacement to hardscapes, and rehabilitating furniture and shelters.

### **Gateway Station**

Gateway Station is one of the core elements of the EmX and links riders to essential services on Route 12, such as the Lane County Courthouse and VA Clinic. By keeping this station in good working order, repainting structures, installing digital signage, and other minor improvements, we continue to provide a safe environment for people of diverse identities and abilities to access transportation.

### **Glenwood Admin Roof Replacement**

The Glenwood Administrative Facility roof needs replacement to protect the structure and assets inside the building. This project will replace the existing metal roofing with new materials improving the life cycle cost.

### **Glenwood Admin Seismic, Mechanical, and Systems Upgrades**

The project will consist of seismic upgrades, mechanical upgrades, and system upgrades at the Glenwood location.

### **Glenwood Electrical Rehabilitation**

The project will take corrective measures on electrical safety issues, installation/code deficiencies, and equipment rating deficiencies, as well as, increase the capacity of the electrical system.

### **Glenwood Petroleum Fuel System Improvements**

The project will upgrade and replace LTD's petroleum and fluid dispensing systems, much of which has reached its end-of-useful life. Necessary improvements include: storage vessels, pumps, product lines, leak detection, and dispensing equipment.

### **Springfield Station**

The project will improve comfort and accessibility for passengers at the station and further LTD's sustainability goals. Possible upgrades include repainting passenger structures, installing new digital signage, updating to LED lighting, repairing platform paving, rehabilitating furniture and shelters, as well as improvements to mechanical, electrical, and plumbing systems.

### **Transit Facilities State of Good Repair**

Safety for our employees, customers, and community is always a top priority. Repairing and renovating our buildings to provide adequate ventilation, fire and life safety, and structural integrity means a safe working environment for all. Our ongoing commitment to keeping all facilities in good working order gives us a safe space to be creative, compassionate and productive.

### **Passenger Boarding & System Facility State of Good Repair**

The project will address items to improve LTD customer experience by addressing shelters, furniture, and/or signage at passenger boarding areas as well as system wide repairs that need to be addressed.

# Project Descriptions for State of Good Repair



## FLEET

### **Major Bus Components**

The program will allow LTD to leverage capital funds for the replacement of major bus components (hybrid systems, engine overhauls) needing to be replaced prior to the end of the vehicle's useful life.

### **Ten-Year Fixed Route Fleet Replacement**

The ten-year plan helps identify buses that need to be replaced in order to maintain reliable service, with annual review based on the condition of vehicles and available funds.

### **Ten-Year Special Service Fleet Replacement**

The Paratransit Fleet Replacement Plan is a ten-year plan for identifying which paratransit vehicles need to be replaced with new purchases. Paratransit vehicles are used to operate the RideSource ADA service and other specialized programs.

### **Ten-Year Non-Revenue Fleet**

The Non-Revenue Fleet Replacement Plan is a ten-year plan for identifying which non-revenue vehicles need to be replaced with new purchases. Non-revenue vehicles do not move passengers, but are cars, trucks, and vans used to transport equipment and staff between District properties and to and from meetings.

## TECHNOLOGY AND INFRASTRUCTURE

### **CAD/AVL**

The CAD/AVL system is core to LTD's mission critical operations, including operations of fleet, communications with operators, monitoring real-time vehicle locations, GTFS data, and more. This project will replace existing CAD/AVL system for fixed route and EmX vehicles.

### **Enterprise Resource Planning (ERP)**

The project will impact all LTD departments and can lead to significant process improvement focus through design assessment and implementation.

### **IT Hardware/Software Replacement**

The project involves the replacement of existing IT equipment/software, such as servers, laptops, networking devices, and software solutions with newer and more efficient technology.

### **Operations Software/Midas Replacement**

The project is to replace the current operations scheduling/bid software. LTD will be able to better serve the community with updated software allowing staff to do their jobs more smoothly, creating new efficiencies for staff, and better service for our Operators who are at the core of delivering service to the community.

# Project Descriptions for Improvements



## FACILITIES

### Alternative Fuels Infrastructure

The project will improve LTD's facilities allowing us to fuel, service, and repair new vehicles with innovative propulsion technologies.

### Eugene Station Modernization

The project will maintain and improve both the buildings and exterior features of the station. Examples of possible improvements include: updating wayfinding signs, improving real time signage, installing energy efficient lighting fixtures, and updating public restrooms.

### Facility & Station Upgrades & Infrastructure

Improvements to each station would be designed to increase accessibility, comfort, and safety at passenger boarding areas by updating or replacing bus driveways, passenger platforms, shelter structures, passenger furniture, signage, and site utilities which may include relocation of the entire facility.

### Fixed Route Infrastructure Improvements

The project will update signs, shelters, furniture, and other equipment at stops along the Fixed Route Network, increasing accessibility, comfort, and passenger safety at these boarding areas.

### Fleet Crane and Fall Protection

The project will provide for a safe working environment on top of the bus and provide for safely lifting components that are located anywhere on top of a bus and removing/replacing them.

### OCC / Training / Lounge

The Operations Command Center/Training/Lounge project will expand LTD's administrative building to include modern operations dispatch, operator report area, training simulator/classrooms, restrooms/showers, and operator rest areas.

### Passenger Boarding & System Facility Improvements

The project will enhance the LTD customer experience by improving pathways, shelters, furniture, and/or signage at passenger boarding areas. These upgrades are designed to increase accessibility, comfort, and safety for transit riders.

### RideSource Facility Expansion

The project will allow LTD to increase parking capacity for paratransit and employee vehicles and expand the RideSource operational/administrative building to better meet the needs of the community.

### Storm Water Shut-Off Valve to City

The project will provide a shut-off valve to the city storm water system in the event of a major fueling spill on the Glenwood Campus.

### River Road Transit Disposal

With the addition of the Santa Clara Station this station is no longer needed for transit use. This project will allow LTD to go through the required steps for disposing of this excess property.

# Project Descriptions for Improvements



## FREQUENT TRANSIT NETWORK (FTN)

### **Franklin Raise Project Grant Match**

The project is a match commitment to the City of Eugene's successful federal RAISE grant for reconstruction of Franklin Boulevard. LTD's match is to facilitate reconstruction of the stretch of EmX line within the project area, between Walnut and Dads' Gates stations.

### **Planning Studies**

The suite of projects that fall within this category will be reassessed/built upon each year as part of the CIP process. The strategic planning studies include: Main McVay Transit Study, MovingAhead, Strategic Business Plan, Lane Council of Governments (LCOG) Planning Assistance, Comprehensive Operations Analysis, Mobility Management Strategy, Corridor Planning, Long Range Transit Plan Update, and the Downtown Transit Circulation Plan.

## SAFETY AND SECURITY

### **FTN Safety and Amenity Improvements**

The project will enhance the customer experience, improve efficiency, increase safety, accessibility, and comfort for riders using stops along this network. Examples of possible upgrades include: real-time signs, transit signal priority, bike lockers, and ADA improvements.

### **System Security Improvements**

These improvements will focus primarily on locations that are particularly vulnerable to vandalism, ensuring we can provide safe and accessible service across our system.

## TECHNOLOGY AND INFRASTRUCTURE

### **Fiber Mapping & Replacement/Expansion**

This project involves expanding and updating the mapping of LTD's fiber network in the Eugene Springfield area. This is done to determine new pathways with existing Fiber networks to increase efficiency and redundancy.

### **Regional Mobility Enabling Technologies**

In partnership with local entities, the project would include development of integrated web-based solutions for trip planning and payment options across multiple modes of transportation, as well as facilitating a pilot that would enable users in determining the best set of mobility services. Technologies developed under this project would include the ability to dispatch given mobility service or set of services to meet the user's needs.

### **Website**

LTD plans to upgrade to a more technologically advanced website improving communication with riders and the community, and will allow for future expansion of LTD's services.



**RESOLUTION NO. 2024-06-12-018**

**ADOPTING THE FISCAL YEAR 2025-2034 COMMUNITY INVESTMENT PLAN**

**WHEREAS**, Lane Transit District (“LTD” or “the District”) and the LTD Board of Directors are committed to the financial health of the District;

**WHEREAS**, this is achieved through both short-term budgeting and medium to long-range financial planning;

**WHEREAS**, one critical financial planning document is our 2025-2034 Community Investment Plan (CIP);

**WHEREAS**, the proposed 2025-2034 Community Investment Plan (CIP) was reviewed at the Budget Committee meeting on November 7, 2023 and at the Board Finance Committee on March 12, 2024;

**WHEREAS**, the proposed 2025-2034 Community Investment Plan (CIP) was made available for public comment at the Budget Committee meeting on November 7, 2023, at the Board Finance Committee on March 12, 2024, and at the Board meeting on June 12, 2024;

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Transit District Board of Directors hereby adopts the 2025-2034 Community Investment Plan.

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12th DAY OF JUNE, 2024.

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Board President, Gino Grimaldi



# Lane Transit District

## Authorizing to the Sale of the River Road Station Property and Delegating Sales Authority to the CEO

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Lane Transit District operated service out of the River Road station for over 40 years, concluding in February 2021. In 2008, LTD purchased this parcel for \$2,200,000 from Lane County utilizing Federal funds. In 2015, due to congestion and safety concerns at River Road Station, LTD purchased the undeveloped parcel along River Road between Hunsaker Lane and Green Lane to pursue the design and construction of the Santa Clara Transit Station. Santa Clara Station went in to revenue service in February 2021; at that time River Road Station was taken out of revenue service.

FTA regulations require LTD to obtain an appraisal and appraisal review of the River Road Station and to sell the property at the appraised value. The proceeds from the sale of the River Road Station will be applied towards a future FTA funded project.

The River Road Station property must be declared surplus before LTD can market or sell the property.

**CONSIDERATIONS:** The Board is advised to take the following action:

1. Declare the River Road station property as surplus
2. Delegate authority to the Chief Executive Officer to negotiate the sale of the River Road Station property at or above appraised value

**ALTERNATIVES:**

- Deny declaring the River Road Station Property as surplus and deny delegating authority to the Chief Executive Officer to negotiate the sale of the River Road Station Property at or above appraised value. LTD could keep this property but would then acquire additional financial impacts to maintain the safety and integrity of this property.
- Declare the River Road Station Property as surplus but deny delegating authority to the Chief Executive Officer to negotiate the sale of the River Road Station Property at or above appraised value. The Board of Directors would then have to directly negotiate the sale of this property.

**NEXT STEPS:** Upon the Board declaring the River Road Station Property as surplus and delegating authority to the Chief Executive Officer to negotiate the sale of the River Road Station Property at or above appraised value, LTD will hire a broker to market and sell the property.

**SUPPORTING DOCUMENTATION:**

- 1) Supporting documentation/Resolution No. 2024-06-12-019

**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-019 Authorizing the Sale of Real Property and Delegating Authority to the Chief Executive Officer.



**Lane Transit District**

*Connecting our Community*

**River Road Station Property Disposal**

June 12, 2024

# Agenda



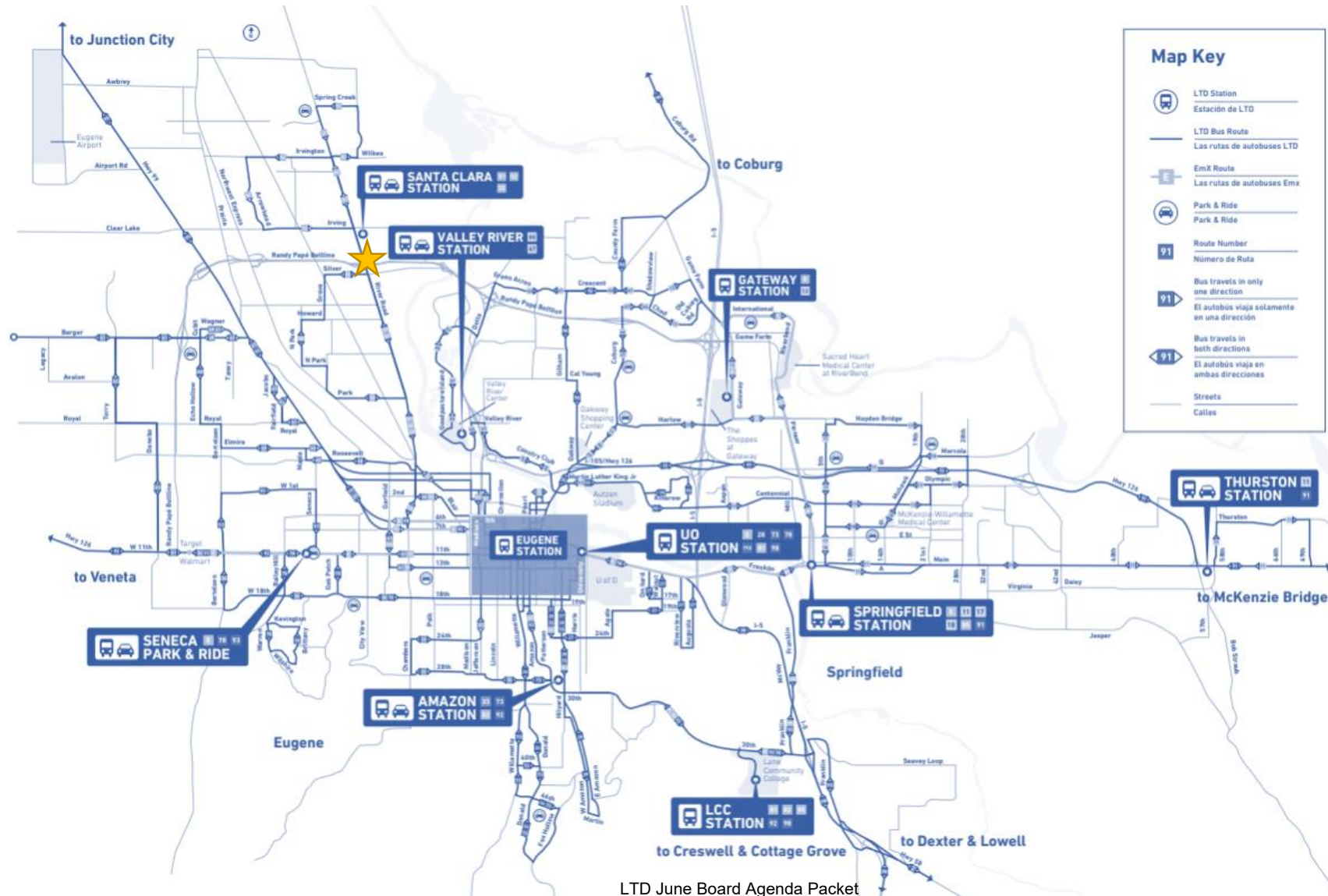
River Road Station Overview



Questions and Proposed Board Action



# River Road Station



# River Road Station



- **Address:** 11 River Ave, Eugene, OR 97404
- **Size:** 1.92 acres
- **Appraised Value:** ~\$2.7M (2024)
- **Zoned:** Community Commercial (C-2)
- **Operational:** 1982 to 2021
- **Leased from Lane County until 2008**



# Questions and Proposed Board Action



## Proposed Board Action

1. Declares the River Road Station as “surplus” property as it is no longer needed for public use; and
2. Delegates authority to the Chief Executive Officer, or his designee, to negotiate the sale of the River Road Station at or above appraised value.





**LTD RESOLUTION NO. 2024-06-12-019**

**A RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY AND DELEGATING AUTHORITY TO THE CHIEF EXECUTIVE OFFICER**

**WHEREAS**, LTD owns the real property and improvements located at 11 River Avenue in Eugene, Oregon, which is most commonly known as the River Road Station;

**WHEREAS**, the River Road Station is no longer needed for public use;

**WHEREAS**, the public interest would be furthered by declaring the River Road Station “surplus” and listing it for sale;

**WHEREAS**, pursuant to LTD resolution No. 2021-09-15-048 the LTD Board of Directors (the “Board”) is required to authorize Real Property Agreements;

**WHEREAS**, in order to expedite negotiations with any interested buyers, the Board wishes to delegate authority to the Chief Executive Officer to negotiate a sale of the River Road Station at or above appraised value.

**NOW, THEREFORE, BE IT RESOLVED** that the LTD Board of Directors:

1. Declares the River Road Station as “surplus” property as it is no longer needed for public use; and
2. Delegates authority to the Chief Executive Officer, or his designee, to negotiate the sale of the River Road Station at or above appraised value.

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12<sup>th</sup> DAY OF JUNE, 2024.

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Board President, Gino Grimaldi



## Lane Transit District

# CONTRACT NO. 2023-40: South Lane Wheels (South Lane Svs)

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**PRESENTER:** John Ahlen, Mobility Manager

**ACTION REQUESTED:** Adoption of Resolution No. 2024-06-12-014 Authorizing the Chief Executive Officer to Enter into a Contract with South Lane Wheels for the Purpose of Providing Specialized Transportation Services in Cottage Grove

To authorize LTD to execute a contract with South Lane Wheels (SLW) for the facilitation of specialized transportation services in Cottage Grove and South Lane County for the 12-month period of July 1, 2024 to June 6, 2025.

In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Customer Satisfaction, Community Value, and Financial Health.

LTD staff solicited proposals from qualified firms or teams that will apply proven and innovative approaches to delivering excellent public transportation and regional mobility services for specialized transportation services in Cottage Grove and South Lane County. The resulting Contract with successful contractor provides for public funding to cover the service provider's costs of urgent-need, "crisis" transportation for persons who experience mental and/or emotional disabilities who otherwise cannot use the LTD fixed-route or RideSource paratransit services to access medical appointments, pick up medications, and meet basic needs.

The Request for Proposal process was designed and facilitated to identify and award the most responsive, reasonable, and responsible qualified candidates based on selection through the evaluation criteria set forth determining the best solution for LTD and the project.

Under this contract, South Lane Wheels, a Cottage Grove-based nonprofit, will provide two LTD non-fixed route transportation services in Cottage Grove: (1) the LTD Connector, a mobility on demand service that transports approximately 1136 riders per month; and (2) the Cottage Grove Origin to Destination service, an additional demand response service that serves approximately 88 riders per month (average ridership based on the first six months of the current fiscal year). Both services operate within Cottage Grove city limits. Rides on the LTD Connector are scheduled at the time they are needed, whereas rides on the Origin to Destination service are typically scheduled in advance.



## Lane Transit District

### CONTRACT NO. 2023-40: South Lane Wheels (South Lane Svs)

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At the same time, Lane Council of Governments (LCOG) will contract with South Lane Wheels to provide origin to destination services to riders who are traveling outside of the Cottage Grove city limits. LCOG's Metro Shuttle served approximately 346 riders per month in the first six months of this fiscal year.

On December 5, 2023, Lane Transit District (LTD) released Request for Proposal (RFP) 2023-40 to seek proposals from qualified firms capable of providing:

#### **Cottage Grove Origin to Destination Service (LTD)**

Cottage Grove Origin to Destination Service is a public transportation service operating within Cottage Grove city limits. The City of Cottage Grove previously provided this service, and transferred responsibility to LTD on July 1, 2023. Ridership for this service in FY23 averaged approximately 250 riders per month.

#### **LTD Cottage Grove Connector Service (LTD)**

LTD Cottage Grove Connector Service is a Mobility-on-Demand (MOD) public transportation service operating within Cottage Grove city limits. The City of Cottage Grove previously provided this service, and transferred responsibility to LTD on July 1, 2023. Ridership for this service in FY23 averaged approximately 1087 riders per month.

#### **South Lane County Origin to Destination Service (LCOG)**

South Lane County Origin to Destination Service is an origin to destination service designed for south Lane County residents living outside Cottage Grove city limits seeking transportation to go to local areas, including Cottage Grove or to points north, particularly Creswell, Eugene, and Springfield. (This is a Pilot Project; ridership data is not available).

On January 10, 2024, the proposal due date, two responses to the RFP were received from South Lane Wheels and Tac Transportation, Inc. According to Section 3 –Evaluation Process Overview, LTD's Procurement Staff reviewed each submittal for responsiveness according to the standards outlined in the section. The proposals were deemed complete and responsible.

The proposal was then provided to the Evaluation Committee for a review of responsibility according to the criteria set forth in the solicitation. In reviewing each proposal, the Evaluation Committee is encouraged to perform a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) using each evaluation criteria.

- a. Diversity and Cultural Competency Commitment
- b. Proposer Qualifications & Experience
- c. Approach & Process



## Lane Transit District

# CONTRACT NO. 2023-40: South Lane Wheels (South Lane Svs)

- d. Transit & Transportation Experience
- e. References

After completion of the presentations, and final scoring and analysis, the recommendation was developed for the identification of the firm of South Lane Wheels to provide the desired services.

<b>RFP 2023-40 FINAL PROPOSAL SUMMARY SCORING</b>	
<b>PROPOSER</b>	<b>FINAL EVALUATION SCORE</b>
<b>South Lane Wheels</b>	74.70
<b>TAC Transportation, Inc.</b>	64.85

For many years, the City of Cottage Grove oversaw transportation services throughout South Lane County using 5311 funds it had directly applied for and supported by Special Transportation Funds (STF) from LTD. The City of Cottage Grove ceased providing public transportation services on June 30, 2023, transferring those responsibilities and resources to LTD effective July 1, 2023. At that time, LTD assumed the City’s contract with South Lane Wheels to provide the two services described above for a nine-month period while LTD’s Procurement staff developed an RFP and negotiated a new contract.

LCOG received Statewide Transportation Improvement Fund (STIF) Discretionary funds this biennium to provide services in rural South Lane County that complement LTD’s Cottage Grove services. LCOG offers the Metro Shuttle, an Origin to Destination service that provides transportation when the origin or destination are outside of the Cottage Grove city limits. LTD and LCOG are jointly using grant funds to provide the transportation services the community has come to expect in South Lane County. Because of this joint funding as well as other factors, such as a shared vehicle fleet, LTD and LCOG decided to partner on a joint procurement to provide their respective services in Cottage Grove and South Lane County.

A Request for Proposal was posted in December, and LTD and LCOG received two proposals to perform the three services in South Lane County. A five-member evaluation committee, consisting of staff from LTD, LCOG, and the City of Cottage Grove, reviewed the proposals and determined that the contract should be awarded to South Lane Wheels. LTD will contract with South Lane Wheels to provide the LTD Connector service and the Cottage Grove Origin to Destination service, while LCOG will contract with South Lane Wheels to provide the Metro Shuttle.



## Lane Transit District

### CONTRACT NO. 2023-40: South Lane Wheels (South Lane Svs)

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The total contract value is up to \$828,392 This purchase was included in our Community Investment Plan (CIP) as part of our Strategic Planning Studies Projects for Improvements to the Frequent Transit Network. This project is funded using LTD General Funds.

**CONSIDERATIONS:** To provide continuing value, financially responsible, and trusted customer transportation through this purchase; timing is important considering supply and market conditions as well as maximizing use of the funding prepared for this upcoming fiscal year.

Non-fixed route South Lane transportation services are entirely grant-funded; no general funds will be used. All of these funds are part of LTD's STIF Plan, which was publicly reviewed and approved by the LTD Board of Directors.

The LTD Connector is funded through STIF formula funds, and the Cottage Grove Origin to Destination Service is funded through Section 5311 funds (ODOT 35424) and STIF Formula funds. LCOG's Metro Shuttle is funded through STIF Discretionary funds. This contract would be for a 12-month period (7/1/24 – 6/30/25) with an estimated NTE of \$828,392 LTD and LCOG participated in a joint procurement for this contract and will be sharing resources to successfully provide all three services in the Cottage Grove/South Lane County area. LTD and LCOG have determined a total NTE for the 15-month contract term and will shift funds within that total NTE between organizations when needed.

**ALTERNATIVES:**

1. Delay completion of this analysis until a later date.
2. Determine that an analysis is not necessary

**SUPPORTING DOCUMENTATION:**

- 1) Resolution No. 2024-06-12-014

**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-014 Authorizing the Chief Executive Officer to Enter into a Contract with South Lane Wheels for the Purpose of Providing Specialized Transportation Services in Cottage Grove.





**RESOLUTION NO. 2024-06-12-014**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH SOUTH LANE WHEELS FOR THE PURPOSE OF PROVIDING SPECIALIZED TRANSPORTATION SERVICES IN COTTAGE GROVE**

**WHEREAS**, The City of Cottage Grove ceased providing public transportation services on 6/30/23, transferring those responsibilities and resources to LTD effective 7/1/23;

**WHEREAS**, on 6/21/23, the LTD Board of Directors approved the transfer of public transportation assets from the City of Cottage Grove to Lane Transit District;

**WHEREAS**, on 7/1/23, LTD assumed the City of Cottage Grove's contract with South Lane Wheels to provide specialized transportation services for the twelve-month period from 7/1/23 – 6/30/24;

**WHEREAS**, LTD and LCOG have received sufficient state and federal grant funds to fully fund the operation of the specialized transportation services the City of Cottage Grove previously oversaw in Cottage Grove and South Lane County;

**WHEREAS**, the LTD Board of Directors has approved the LTD STIF Plan, which included STIF Formula, Discretionary, and 5311 funds for South Lane County services;

**WHEREAS**, LTD and LCOG have partnered to fund and administer these specialized transportation services during the current twelve-month contractual period;

**WHEREAS**, LTD and LCOG have participated in a joint procurement that identified South Lane Wheels as the best vendor to continue to operate these specialized transportation services effective 7/1/24;

**WHEREAS**, pursuant to LTD resolution No. 2021-09-15-048, the LTD Board of Directors is the LTD Contract Review Board and is required to authorize all contracts exceeding \$249,999.

**NOW, THEREFORE, BE IT RESOLVED** by the LTD Board of Directors, acting as the LTD Contract Review Board that:

Once any protest period has passed and no protests being received and/or such protests being resolved in accordance with Oregon law and the LTD Procurement Policy, the Chief Executive Officer, or designee, is hereby authorized to: (a) negotiate and enter into a contract with South Lane Wheels (SLW) to provide specialized transportation services in Cottage Grove and South Lane County in an amount not to exceed \$6,243,921; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price (\$624,392).

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12<sup>TH</sup> DAY OF JUNE 2024.

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Board President, Gino Grimaldi



## Lane Transit District

# CONTRACT NO. 2023-47-WBC: WHITE BIRD CLINIC (Behavioral Health Transportation and Assessment Services)

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**PRESENTER:** Cosette Rees, Chief Customer Experience Officer

**ACTION REQUESTED:** Adoption of Resolution No. 2024-06-12-015 Authorizing the Chief Executive Officer to Enter into a Contract with White Bird Clinic for the Purpose of Providing Behavioral Health Transportation Services and Transportation Eligibility Assessments

**PURPOSE:** To authorize LTD to execute a new contract with **White Bird Clinic** for the facilitation of **Behavioral Health Transportation and Assessment Services (BHTA)**.

**CONTRACT TYPE:** New Contract facilitated via competitive Request for Proposals process.

**REASON FOR CONTRACT TYPE:** Oregon Public Contracting Code and LTD's Purchasing Policy Rules allow for such purchases to be completed via this competitive solicitation process.

**ROLE OF THE BOARD:** In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

**STRATEGIC BUSINESS PLAN:** The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Customer Satisfaction, Community Value, and Financial Health.

**DESCRIPTION:** LTD staff solicited proposals from qualified firms or teams that will apply proven and innovative approaches to delivering excellent public transportation and regional mobility services for **Behavioral Health Transportation and Assessment Services**. The resulting Contract with successful contractor provides for public funding to cover the service provider's costs of urgent-need, "crisis" transportation for persons who experience mental and/or emotional disabilities who otherwise cannot use the LTD fixed-route or RideSource paratransit services to access medical appointments, pick up medications, and meet basic needs.



## Lane Transit District

# CONTRACT NO. 2023-47-WBC: WHITE BIRD CLINIC (Behavioral Health Transportation and Assessment Services)

The RFP process was designed and facilitated to identify and award the most responsive, reasonable, and responsible qualified candidates based on selection through the evaluation criteria set forth determining the best solution for LTD and the project.

**BACKGROUND:** On February 26, 2024, Lane Transit District (LTD) released **Request for Proposal (RFP) 2023-47** to seek proposals from qualified firms capable of providing:

**SCOPE A. Behavioral Health Transportation and Assessment Services (BHTA)** The resulting Contract with successful contractor provides for public funding to cover the service provider’s costs of urgent-need, "crisis" transportation for persons who experience mental and/or emotional disabilities who otherwise cannot use the LTD fixed-route or RideSource paratransit services to access medical appointments, pick up medications, and meet basic needs.

**SCOPE B. Travel Training, Transit Hosts, and Assessment Services (TTHA)** LTD requires transit host and travel training services to assist people with disabilities use public transportation. In addition. LTD requires assessment services to determine if people qualify for LTD’s RideSource services based on their individual needs..

Proposals were received on **April 2, 2024, the proposal due date, one response to the RFP Scope A, was received from White Bird Clinic.** According to Section 3 –Evaluation Process Overview, LTD’s Procurement Staff reviewed each submittal for responsiveness according to the standards outlined in the section. The proposal from **White Bird Clinic** was deemed complete and responsible.

After completion of the presentations, and final scoring and analysis, the recommendation was developed for the identification of the firm of **White Bird Clinic** to provide the desired services.

RFP 2023-47 FINAL PROPOSAL SUMMARY SCORING	
PROPOSER	FINAL EVALUATION SCORE
WHITE BIRD CLINIC	289.00

**FINANCIAL IMPACT/FUNDING SOURCE:** The total contract value is up to **\$952,000.00** This purchase was included in our Community Investment Plan (CIP) as part of our Strategic Planning Studies Projects for Improvements to the Frequent Transit Network. This project is funded using LTD General Funds.



## Lane Transit District

# CONTRACT NO. 2023-47-WBC: WHITE BIRD CLINIC (Behavioral Health Transportation and Assessment Services)

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**CONSIDERATIONS:** To provide continuing value, financially responsible, and trusted customer transportation through this purchase; timing is important considering supply and market conditions as well as maximizing use of the funding prepared for this upcoming fiscal year.

**ALTERNATIVES:**

1. Delay completion of this analysis until a later date.
2. Determine that an analysis is not necessary

**SUPPORTING DOCUMENTATION:**

Resolution No. 2024-06-12-015

**PROPOSED MOTION:** I move to adopt LTD Resolution No. 2024-06-12-015 Authorizing the Chief Executive Officer to Enter into a Contract with White Bird Clinic for the Purpose of Providing Behavioral Health Transportation Services and Transportation Eligibility Assessments



**RESOLUTION NO. 2024-06-12-015**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH WHITE BIRD CLINIC FOR THE PURPOSE OF PROVIDING BEHAVIORAL TRANSPORTATION SERVICES AND TRANSPORTATION ELIGIBILITY ASSESSMENTS**

**WHEREAS**, LTD supports transportation services for individuals seeking behavioral health care;

**WHEREAS**, LTD and LCOG have received sufficient state and federal grant funds to fully fund the operation of behavioral health transportation services and transportation eligibility assessments;

**WHEREAS**, the LTD Board of Directors has approved the LTD STIF Plan, which included STIF Formula, and 5310 funds for behavioral health services and transportation eligibility assessments;

**WHEREAS**, Lane Transit District (LTD) is authorized to enter into contractual agreements pursuant to ORS 267.200 (3)-(4);

**WHEREAS**, pursuant to LTD resolution No. 2021-09-15-048, the LTD Board of Directors is the LTD Contract Review Board and is required to authorize all contracts exceeding \$249,999.

**NOW, THEREFORE, BE IT RESOLVED** by the LTD Board of Directors, acting as the LTD Contract Review Board that:

Once any protest period has passed and no protests being received and/or such protests being resolved in accordance with Oregon law and the LTD Procurement Policy, the Chief Executive Officer, or designee, is hereby authorized to: (a) negotiate and enter into a contract with White Bird Clinic to provide behavioral health transportation services and transportation eligibility assessments for in an amount not to exceed \$952,000; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price (\$95,200).

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 12<sup>TH</sup> DAY OF JUNE 2024.

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Board President, Gino Grimaldi



## Lane Transit District Board Member Reports

This report provides an overview of the topics covered at all Board subcommittees, Community Advisory Committees, and local governmental and stakeholder committees that Lane Transit District Board of Directors have attended since the previous months Board meeting.

MEETINGS HELD	BOARD REPRESENTATIVE	TOPICS COVERED
<a href="#">Metropolitan Policy Committee</a>	Susan Cox Jameson T. Auten	June 6, 2024 <ul style="list-style-type: none"> <li>LTD System Review Draft Service Recommendations</li> <li>Bridge Seismic Resilience in Lane County</li> <li>Oregon Joint Committee on Transportation July 17<sup>th</sup></li> <li>Regional Transportation Plan (RTP) Update</li> </ul>
<a href="#">Budget Hearing</a>	Lane Transit District	May 28, 2024 <ul style="list-style-type: none"> <li>Public Hearing</li> <li>PROPOSED FY 2024-2025 Budget</li> </ul>
<a href="#">Lane Area Commission on Transportation</a>	Heather Murphy Jameson T. Auten	May 8, 2024 <ul style="list-style-type: none"> <li>ODOT Region 2 Manager</li> <li>LaneACT Steering Committee Expansion</li> <li>LaneACT transportation funding priorities</li> <li>Connect Oregon application review process</li> </ul>

**LANE TRANSIT DISTRICT  
DELEGATED AUTHORITY REPORT  
May 2024**

Contracts								
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	CONTRACT VALUE	NEW CONTRACT VALUE	SIGNER	NOTES
5/2/2024	Lane Council of Governments	Planning Support	Amendment	Nov 1, 2018 - Jun 30, 2025	\$120,000.00	no change	D. Roth	Amendment to extend services for another year.
5/3/2024	Pivot Architecture	Glenwood Roof Replacement	Task Order	Apr 26, 2021 - Apr 25, 2028	\$2,000,000.00	TO NTE: \$88,417.29	M. Imlach	TO 2020-165-2024-017 to Contract #2020-165
5/7/2024	Sarah Koski	Operations Liaison Services	Personal Services	Nov 6, 2023 - Oct 7, 2024	\$125,100.00	no change	C. Rees	Amendment to extend services for another six months.
5/13/2024	Sitecrafting, Inc.	Website Hosting Fees	Personal Services	Jun 26, 2020 - Jun 25, 2025	\$94,400.00	\$99,200.00	P. Walsh	Amendment to extend services for another year and increase the NTE amount.
5/22/2024	WSP USA, Inc.	Consulting Services	Personal Services	Jun 1, 2023 - Jun 30, 2025	\$82,132.00	no change	M. Imlach	Amendment to extend services for another year and update Key Personnel.
5/23/2024	Chambers Construction	Bus Shelter Removals	Task Order	May 16, 2024 - Jun 30, 2024	\$8,500,000.00	TO NTE: \$13,083.00	M. Imlach	TO 202148-2024-022 to Contract #2021-48
5/28/2024	Fehr & Peers	Ride Source Operation Analysis	Amendment	Jul 3, 2023 - Jul 2, 2025	\$197,535.00	no change	D. Roth	Amendment to extend services for another year and update Key Personnel.
5/28/2024	Eugene Police Department	Olympic Trials Event Exercise	IGA	May 30, 2024, 1200 hours - May 30, 2024, 1700 hours	\$0.00		J. McCallum	New IGA for EPD training with LTD, (2) buses and (3) LTD Public Safety Officers.
<b>Group Pass/Non-Profit Program - Revenue Agreements</b>								
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	ANNUAL CONTRACT VALUE	NUMBER of PARTICIPANTS	SIGNER	NOTES
5/13/2024	Housing Our Veterans, Inc.	Non-Profit Pass	Agreement	May 1, 2024 - ongoing	varies	varies	J. Ahlen	New Agreement
5/14/2024	Homes for Good	Group Pass Program	Agreement	May 1, 2024 - ongoing	\$2,601.60	40	P. Walsh	New Agreement
5/15/2024	Eugene Christian School	Student Pass Program	Agreement	May 1, 2024 - ongoing	varies	varies	P. Walsh	New Agreement



# Lane Transit District

## Monthly Department Reports

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### Transit Operations

Cosette Rees, Chief Customer Experience Officer

#### MOBILITY AND CUSTOMER SERVICES

Florence residents are excited for the imminent expansion of LTD's Rhody Express bus service, increasing frequency from hours to 30-minute service. Services changes are expected to begin June 17<sup>th</sup>.

Courtesy trip reminders for RideSource passengers via e-mail, text, and voice trip notifications have been widely adopted, with 47,669 being sent in the prior month. Use of online trip scheduling at RideSource has been steadily increasing, with 908 trips scheduled the prior month.

On 5/20 Mobility Services staff offered a presentation to residents of the Eugene Hotel, and provided an opportunity to ask questions, and receive an honored rider card.

#### TRANSIT OPERATIONS

Operations currently has ten bus operators finishing up on route training. This new group is scheduled to graduate mid-June and will be a welcome addition to our staff. Another group of eight is in the beginning stages of the training process with an early August graduation date. There is a lot of hiring and training happening in the operations department.

Summer weather brings on construction season. This, coupled with many other warm weather events, keeps us very busy. Operators and dispatch have done an amazing job navigating through several construction areas that create challenges with multiple routes.

Operations continues to struggle with high absenteeism and is working closely with HR to find workable solutions.

#### PUBLIC SAFETY

Two new Public Safety Officers will complete their training and assume shift duties on our EmX system mid-June. This gives us the ability to be proactive in preventing safety related incidents and complete more frequent, consistent fare inspections.





## Lane Transit District Monthly Department Reports

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Multiple trainings were completed this month in addition to several exercises with our law enforcement partners.

### FLEET

Fleet availability continues to trend upward with an average availability of 75, with a high this month of 84. Battery electric buses availability continues to be a challenge, with ESS drains and repeat high voltage faults driving the defects. Preparation of the new EmX buses for revenue service is almost complete. The first two (24101 and 24102) are expected to go into service the week of 3 June, and the remaining in the following weeks.

The main CAD/AVL upgrade will begin the week of 10 June. This main upgrade follows prototypes on 6 buses, and will include 61 additional buses across several series of buses. The effort will take place across three weeks and be conducted on grave shift (2300 – 0700). It will be supported with personnel work non-typical hours with personnel from IT, ITS, Fleet, and Operations. This will be the most significant upgrade to our fleet in years, and is expected to improve operability for several departments.

## Marketing & Communications

Pat Walsh, Chief Customer Marketing Officer

### MARKETING HIGHLIGHTS

Staff has been working with Turell Group to produce the KMTR Franchise Videos: May videos included Recruitment and Assisting Spanish Speaking Riders (view at [KMTR](#)) and Recruitment – Training (view at [KMTR](#)). For June, we are on schedule to feature segments about Accessibility – Sight impaired rider, and Honored Rider.

Staff is working with Willamalane, City of Springfield and others to support an American Indian Community Potluck in September. In addition, staff is actively working with the Springfield History Museum to collaborate for their Illumination project, and the American Indian/ Alaska Native multicultural event on August 7.



# Lane Transit District

## Monthly Department Reports

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### EMPLOYER PROGRAMS

Continued development of UO Transit Landmark Map  
Continued development of Group Pass Program reimagination plan which includes: a new name, look at materials for internal and external audiences.

- Materials now in progress:
  - CommUnity Ride Program info folder
  - CommUnity Pass Program external rack card

Attended monthly Latinx Outreach Network meeting and presented information on

- Bus Operator Recruitment
- Vanpool Info-Sessions
- CBO Lunch & Learn

### VANPOOL

Vanpool Program remote info-session series launched for the year

- April 10, 2024 1-3 pm - DONE
- June 5, 2024 1-3 pm
- August 7, 2024 10 am – 12 pm
- October 2, 2024 1-3 pm
- December 4, 2024 1-3 pm

In-Person Sales Days scheduled for the year

- May 2, 2024 - DONE
- June 27, 2024
- September 5, 2024
- November 7, 2024

### WEBSITE & SOCIAL MEDIA

Date range May 1-22

- 167,000 website pageviews
- 23 new Facebook page followers; 6,965 total Facebook page followers
- 87,200 Facebook accounts reached
- -8 new Twitter followers; 3,695 total Twitter followers
- 23 new LinkedIn followers; 1,330 total LinkedIn followers
- 45 new Instagram followers; 1,281 total Instagram followers
- 48,000 Instagram accounts reached

### OUTREACH

May External Outreach Events:

- May is Bike Month
- Homes for Good Health Fair
- First Friday ArtWalk at LTD Customer Service Center

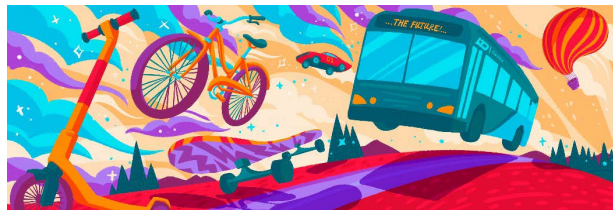


# Lane Transit District Monthly Department Reports

- UO Street Fair – 3 days
- Better Ways – BEST Transportation Fair
- COA Online Open House (x2)

Planning has begun for the summer Friday Music in the Plaza events, the second annual Ride, Read & Rock Block Party, and the Springfield Block Party.

Customer Service Center Mural featured at the First Friday ArtWalk:

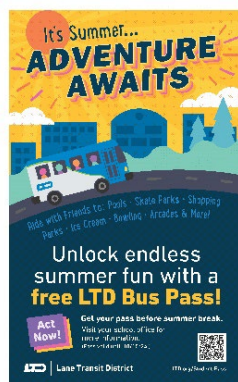


## TEXT MESSAGE SERVICE

The text message service launched publicly on March 1. Total users as of 5/23/24:

- Total Subscriber Profiles: 2,787 (up 75)
- Total Subscriptions: 9,311(up 997)

## STUDENT TRANSIT PASS



Staff continues to work with schools to promote the program before summer break.

LTD partnered with United Way to include information about the Student Pass in their BookFest event book bags (2,800) and to promote it on their social media.

## Performance



# Lane Transit District

## Monthly Department Reports

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Aimee Reichert, Chief Performance Officer

### **BUSINESS INTELLIGENCE**

#### **Project Updates**

- Single Source of Truth (SSOT) – defining key terms
- National Transit Database (NTD) – Planning reporting team kick-off for July 2024.

### **INFORMATION TECHNOLOGY**

#### **Project Updates – Work in Progress for June**

- CAD/AVL – Installation on Buses
- Operations Scheduling Software – Technical Architecture Design
- Ridesource Video Improvements – Video installations
- Ridesource Commissioning – On-going, about half-way through new fleet commissioning.
- EmX Commissioning – All 7 buses onsite, 5 almost complete, 2 in progress

# Lane Transit District Operations Report

April 2024

<b>A. Ridership</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
<b>EmX Boardings:</b>						
Average Daily Weekday	8,820	9,985	13%	718,934	792,824	10%
Average Daily Saturday	6,276	6,443	3%	104,326	103,575	-1%
Average Daily Sunday	4,291	4,850	13%	75,272	79,179	5%
<b>Fixed Route Boardings:</b>						
Average Daily Weekday	12,831	12,907	1%	985,240	1,026,140	4%
Average Daily Saturday	6,558	6,500	-1%	107,332	106,901	0%
Average Daily Sunday	4,166	4,543	9%	75,210	76,710	2%
<b>Specialized Services Boardings (Totals):</b>						
ADA Paratransit	7,226	10,365	43%	27,643	37,294	35%
Medicaid	18,557	23,325	26%	74,114	87,986	19%
Mental Health Program	376	113	-70%	1,405	888	-37%
Oakridge Diamond Express	590	707	20%	2,283	2,574	13%
Florence Rhody Express	466	627	35%	2,026	1,957	-3%
Cottage Grove Connector	1,174	1,302	11%	12,506	13,603	9%
<b>Total Ridership</b>						

<b>B. Accidents</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
Preventable	5	3	-40%	17	13	-24%
Non-Preventable	7	3	-57%	22	17	-23%

<b>C. Public Safety</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
Total Ordinance Violations	272	225	-17%	827	852	3%
Fare Exclusions	0	0	0%	16	7	-56%
Operator Assaults	0	1	0%		4	
Passenger Physical Assaults	0	2	0%		13	

<b>D. Fleet Maintenance</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
Repair Cost Per Mile - 13 Month	\$2.68	\$2.45	-9%	\$1.79	\$2.30	28%
PM Cost Per Mile - 13 Month	\$0.28	\$0.29	4%	\$0.23	\$0.28	22%

\* Rolling 13 month

<b>E. Cust. Svc.- Fixed Route</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
On-time Performance	92.8%	91.2%	-2%	93.6%	91.4%	-2%
Calls Recvd. - Customer Service	1,606	1,853	15%	21,647	23,113	7%
Calls Answered under 30 seconds	1,422	1,628	14%	18,919	19,199	1%

<b>F. Cust. Svc. - RideSource</b>	<u>Apr-23</u>	<u>Apr-24</u>	<u>% CHG</u>	YTD 23 12-month	YTD 24 month	12- <u>% CHG</u>
On-time Performance	84.74%	87.32%	3%	83.98%	89.30%	6%
Calls Received - RideSource	20,059	22,792	14%	87,342	85,329	-2%
Calls Answered under 30 seconds	88.69%	78.63%	-11%	81,666	80,908	-1%



# Lane Transit District Monthly Board Meetings

## Monthly Board Meetings

### June 12

#### Consent Agenda

South Lane Services  
Florence and Oakridge Services  
Behavioral Health Transportation Assessment and Transit Host Program...John

#### Business Updates, Discussions and Presentations

- a. Strategic Performance Results.....Aimee

#### Business Action Items

- b. Budget Approval.....Pam
- c. Long Range Financial Plan 2025-2034.....Pam
- d. Community Investment Plan 2025-2034.....Matt
- e. Supplemental Budget/Budget Resolution Transfer (pending).....Pam

### July 17 - CANCELLED

#### Business Updates, Discussions and Presentations

- a. COA Scenarios Adoption .....Jeremy

#### Business Action Items

- a. COA Scenarios Adoption .....Jeremy

### August 21

#### Consent Agenda

- a. STIF Advisory Committee

#### Business Updates, Discussions and Presentations

- a. Anti-Trafficking.....Sarah
- b. Procurement Policy.....Wendi/Sarah
- c. River Road Property Disposal.....Matt
- d. Records Management Policy.....Rebecca/Carrie



## Lane Transit District Monthly Board Meetings

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- e. COCA Communications.....Dave Roth
- f. Agreement with City on Hunsaker.....Joe

### **Business Action Items**

- a. 20240007 Labor & Bargaining Attorney.....Wendi
- b. Website Renovations.....Jameson/Pat

### **September 18**

#### **Business Updates, Discussions and Presentations**

- a. none

#### **Business Action Items**

- a. Bus video camera replacement.....Cosette



# Lane Transit District Strategic Planning Committee

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## Strategic Planning Committee

**June 11**

**Business Updates, Discussions, and Presentations**

- a. COA Scenarios Adoption.....Jeremy/David
- b. LRMP Process Update.....Jeremy/David/ODOT

**August 27**

**Business Updates, Discussions, and Presentations**

**October 22**

**Business Updates, Discussions, and Presentations**





# Lane Transit District Finance Committee

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## Finance Committee

**July 9**

**Business updates, Discussions, and Presentations**

a.

**September 10**

**Business updates, Discussions, and Presentations**

a.

**November 12**

**Business updates, Discussions, and Presentations**

a.