



**LANE TRANSIT SPECIAL-PURPOSE DISTRICT OF OREGON (LTD)
BOARD OF DIRECTORS MEETING AGENDA**

**Public Forum, Regular Business Meeting and Briefing
Wednesday, June 18, 2025, 5:30 P.M.
Glenwood Administrative Office – Boardroom
3500 E 17th Avenue, Eugene, Or 97478**

LTD Board Business meetings are also available via web video stream. You can access the broadcast live day-of or any of our archived meetings at <https://govhub.ompnetwork.org/>

A seven-member Board of Directors, appointed by the Governor of Oregon, governs LTD. Board members represent, and must live in, certain geographical subdistricts. The Board provides policy direction and collaborates with local elected officials on regional transportation planning.

Subdistrict	Description	Board Member
Subdistrict 1	East Springfield to McKenzie Bridge	Gino Grimaldi, President
Subdistrict 2	West Springfield	Michelle Webber
Subdistrict 3	SE Eugene, Creswell, Cottage Grove and Lowell	Heather Murphy
Subdistrict 4	North Eugene (east of River Road) and Coburg	Kelly Sutherland
Subdistrict 5	Central and West Eugene	Pete Knox, Secretary
Subdistrict 6	West Eugene, HWY 99, River Road and Junction City	Lawrence Green, Treasurer
Subdistrict 7	Southwest Eugene, Veneta and Fern Ridge	Susan Cox, Vice President

Public Forum on all Board Matters including Resolutions:

Public testimony will begin at 5:30 p.m. In-person sign-up is available on the day of the meeting in the Boardroom. You may also participate virtually via Zoom. To join the meeting, follow the link provided on the Events Calendar on the day of the meeting at <https://www.ltd.org/events-calendar/>. If you wish to provide testimony, please use the "Raise Hand" feature. For phone participants, press *9 to raise your hand. When it is your turn to speak, your name will be called. Individual comments are generally limited to three minutes; however, the presiding Board officer will determine the final time limits based on the number of speakers and the time available.

For those unable to attend in person or virtually but who wish to submit written testimony, please email clerk@ltd.org. Comments must be received by noon on the day prior to the meeting.

REGULAR BUSINESS MEETING AGENDA:

1. **CALL TO ORDER & ROLL CALL:** Gino Grimaldi (President), Susan Cox (Vice President), Pete Knox (Secretary), Kelly Sutherland, Lawrence Green (Treasurer), Michelle Webber, Heather Murphy
2. **PUBLIC HEARING: SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2024-2025**
3. **PUBLIC COMMENT**
4. **BOARD REPORTS**
 - Lane Council of Governments (LCOG) Board of Directors – Pete Knox
 - Metropolitan Policy Committee (MPC) – Susan Cox, Pete Knox
 - Lane Area Commission on Transportation (LANEACT) – Heather Murphy
 - Strategic Planning Committee (SPC) – Gino Grimaldi, Kelly Sutherland
 - Finance Committee – Lawrence Green, Susan Cox
 - Real Estate Subcommittee – Susan Cox, Michelle Webber, Kelly Sutherland
5. **CEO REPORT**
 - Employee of the Month – June 2025
 - COCA Policy Update
 - Mobility Challenge
 - HR Xenium Update
 - EmX Fare Validation Campaign
 - OSU AI Capstone Project
 - Monthly Performance Update
 - Monthly Department Reports
 - Delegated Authority Report
6. **CONSENT AGENDA**

Items appearing below are considered to be routine and may be approved by the Board in one blanket motion. Any Board member may remove an item from the “Consent” portion of the agenda for discussion or questions by requesting such action prior to consideration of this portion of the agenda.

 - Approving the Fiscal Years 2026–2035 Community Investment Plan
 - Approving the Fiscal Years 2026–2035 Long-Range Financial Plan
7. **BOARD ACTION ITEMS**
 - Approval of the Strategic Planning Committee FY26 Workplan
 - Adoption of Resolution No. 2025-06-18-20; authorizing the Chief Executive Officer (CEO) to enter into a contract with Direct Medical Transport
 - Adoption of Resolution No. 2025-06-18-21, authorizing the Chief Executive Officer to execute a contract amendment with Fortis Construction
 - Adoption Resolution No. 2025-06-18-22, adopting the Fiscal Year 2025–2026 Budget with appropriations
 - Adoption of Resolution No. 2025-06-18-23, adopting the proposed Supplemental Budget for Fiscal Year 2024–2025

- Formation of Bylaws Committee
- Officer Elections of Board Members

8. ADJOURN BUSINESS MEETING

UPCOMING MEETINGS:

July Board Meeting - Cancelled

August 5, 2025 - Board Retreat
Valley River Inn
1000 Valley River Way, Eugene, OR 97401

September 17, 2025 - September Board Meeting
Springfield Chamber of Commerce
101 S A St, Springfield, OR 97477

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 Agenda Item Summary (AIS)

Presented By: Jameson Auten, Chief
Executive Officer

Title: Employee of the Month, June 2025

Action: Information Only

Background:

Jaime Goldman, Facilities Specialist LME (Limited Maintenance Electrician) has been selected to receive the June 2025 Employee of the Month. Jaime was hired as a Facilities Specialist LME on November 13, 2023.

Jaime was nominated by his supervisor, Facilities Generalist Supervisor Sam Busskohl:

Recently while out in the field, Jaime noticed an elderly person struggling to navigate the sidewalk to return a shopping cart. Jaime saw the man fall and appear to injure himself. Jaime immediately responded by providing basic first aid and assisted the man back to his feet. Jaime offered to call for emergency medical assistance, which the man declined. Jaime then made sure he was confident the man could continue without further medical assistance before completing his work.

When asked to comment on Jaime's selection as Employee of the Month, Sam said:

"This is just one of many examples of Jaime's dedication and compassion to our riders and his co-workers. Jaime consistently demonstrates a commitment to the high level of Respect, Integrity, and Safety that makes LTD a valuable asset to our community and truly exemplifies what it means to be a public servant."

Award:

Jaime Goldman will attend the June 18 Board Meeting to be introduced to the Board and receive his award.



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Aimee Reichert, Chief Performance Officer

AIS Title: Monthly Operations
Performance Update

Action: Information Only

The June 2025 Performance Report to Lane Transit District's (LTD) Board of Directors reflects current status and trends through April 2025 for All Services - Ridership; Fleet Maintenance; Operations Management; Customer Service; and Public Safety.

Highlights

- Fixed Route Ridership was up 1.3%; however, overall ridership was down 2.2% compared to this time last year. Ridership is also down 1.3% on the 12-month rolling average comparison.
- EmX and Fixed Route Revenue hours increased by 8.7% over the same time last year and increased 3.1% on the 12-month rolling average comparison.
- Ridership per Revenue Hour was down 10% this year compared to last year, and down 4.3% on the 12-month rolling average comparison. This is expected as ridership stays flat, but revenue hours increase due to a higher ratio of service to rides.
- Mobility Services ridership was up 1.9% overall compared to the same time last year, and up 6.4% on the 12-month rolling average. This increase is due to Rhody Express expansion, and corresponding Florence ADA service increases.
- Maintenance Costs were up 31.4% compared to the same time last year, but down 5.9% on the 12-month rolling average comparison. This monthly spike is due to engine rebuilds, which include high dollar parts. The maintenance team also saw an increase in OT during this reporting period.
- Fixed Route Operations Complaints/100,000 Boardings¹ was down 6.27% compared to the same time last year. We are working with new operators to address "pass-bys," going off-route, and running early. To support this group, we provide refresher training as needed, adding footnotes highlighting frequently missed locations. With construction season starting soon, training refresher will focus on detour protocols.
- Operator Unanticipated Absenteeism was down 24.53% compared to the same time last year and down 5.89% on the 12-month rolling average. This is a positive trend emerging in correlation to improved staffing ratios.
- Operator Average count was 200, an 11% increase from the same time last year. The effort to stabilize the workforce size continues a very positive trend upwards.
- Ordinance 36 Violations were down compared to the prior year trends.
- Assault Reporting indicates assaults were down 19% compared to the same time last year. This trend will be key to monitor as Public Safety presence continues to scale up.

¹ These statistics include incidents verified through investigation.



Lane Transit District Agenda Item Summary (AIS)

- Accidents per 100,000 revenue miles was up 41% compared to the same time last year, but down 1.8% on the 12-month rolling average. Given the large proportion of new operators, we expect to see continued volatility in accident rates.

Attachments: LTD Performance Report



Board Performance Report

April 2025

Fixed Route and EmX Ridership

Ridership

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	247,608	264,831	-6.5%	223,936	229,965	-2.6%
Fixed Route Service	332,277	328,129	1.3%	292,489	293,441	-0.3%
Total	579,885	592,960	-2.2%	516,425	523,406	-1.3%

Revenue Hours

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	5,298	4,802	10.3%	5,110	4,829	5.8%
Fixed Route Service	15,286	14,131	8.2%	14,442	14,136	2.2%
Total	20,584	18,934	8.7%	19,552	18,965	3.1%

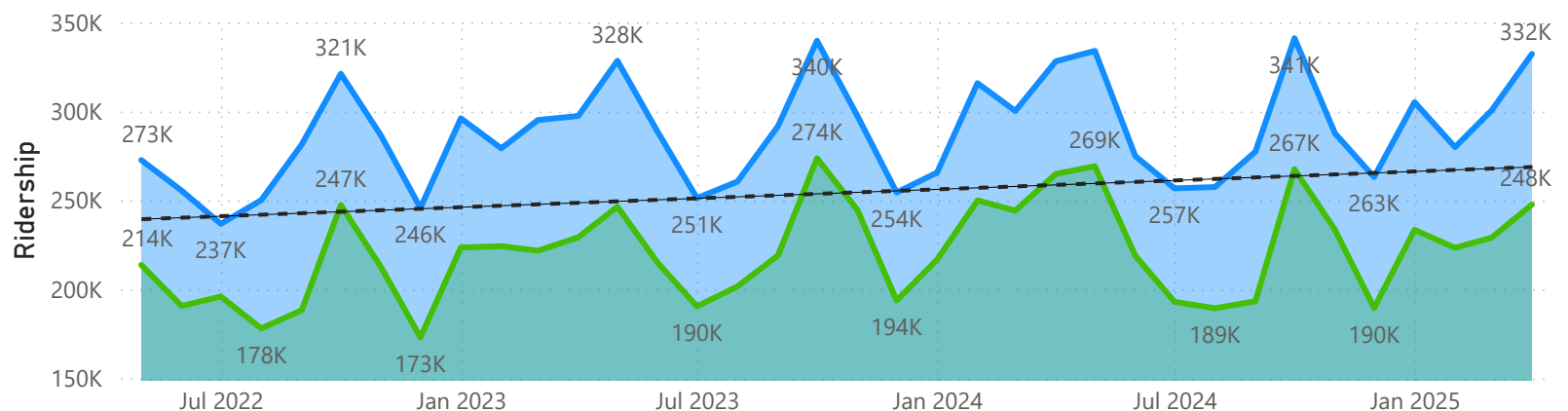
Ridership per Revenue Hour

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	46.74	55.15	-15.3%	43.83	47.63	-8.0%
Fixed Route Service	21.74	23.22	-6.4%	20.25	20.76	-2.4%
Total	28.17	31.32	-10.0%	26.41	27.60	-4.3%

Ridership Last 36 Months

May 2022 - Apr 2025

Type — EmX Service — Fixed Route Service





Board Performance Report

April 2025

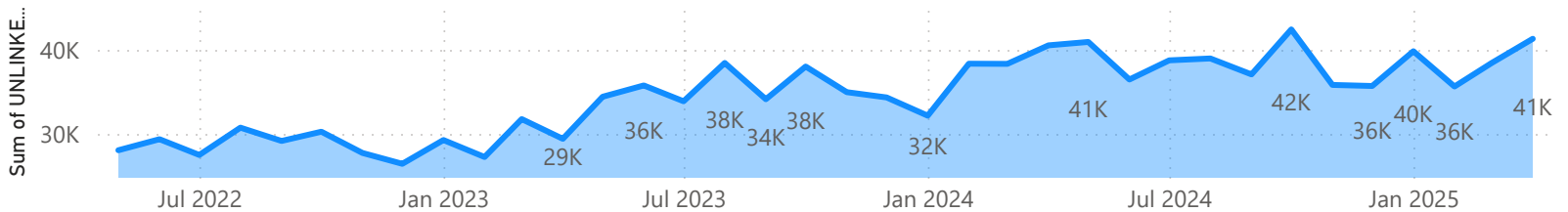
Mobility Services

Ridership

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
RideSource NEMT	24,719	24,954	-0.9%	23,091	22,625	2.1%
RideSource	12,598	11,609	8.5%	11,408	9,850	15.8%
Cottage Grove Connector	1,168	1,302	-10.3%	1,201	1,182	1.6%
Rhody Express	959	627	53.0%	956	534	79.2%
Vanpool	918	1,059	-13.3%	861	1,058	-18.7%
Diamond Express	716	707	1.3%	699	607	15.2%
Florence ADA	133	80	66.3%	97	85	13.3%
Cottage Grove O2D	103	194	-46.9%	134	198	-32.5%
Total	41,314	40,532	1.9%	38,446	36,140	6.4%

Mobility Services Ridership Last 36 Months

May 2022 - Apr 2025



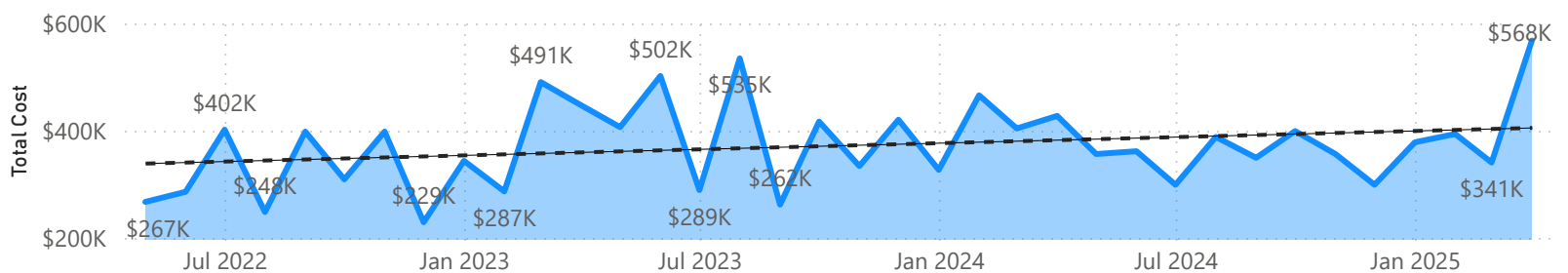
Fleet Maintenance

Maintenance Cost Per Mile

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Pm Service	\$0.39	\$0.29	32.2%	\$0.31	\$0.28	8.8%
Repair	\$3.27	\$2.49	31.3%	\$2.12	\$2.30	-7.7%
Total	\$3.65	\$2.78	31.4%	\$2.43	\$2.58	-5.9%

Maintenance Cost Last 36 Months

May 2022 - Apr 2025





Board Performance Report

April 2025

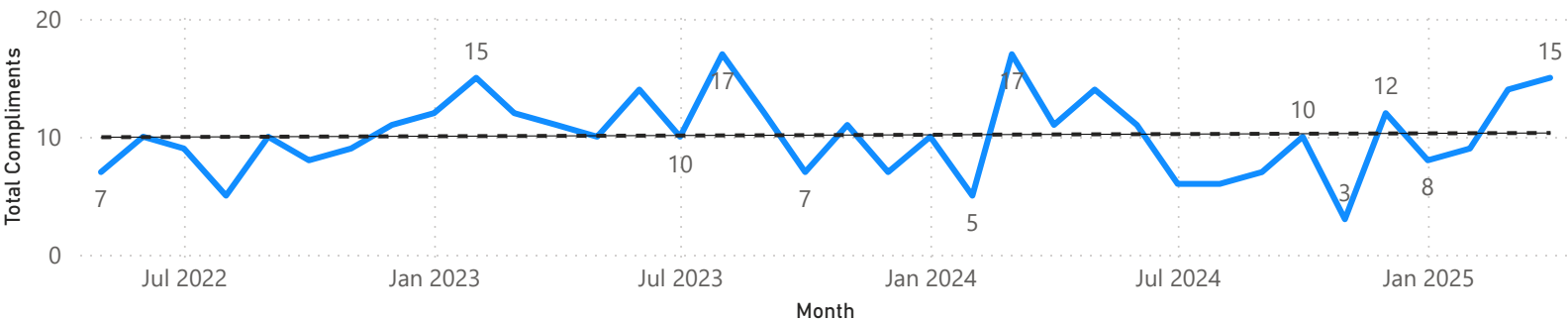
Customer Service

Compliments per 100k Boardings

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Compliment	2.59	1.86	39.44%	2.86	2.98	-4.10%
Total	2.59	1.86	39.44%	2.86	2.98	-4.10%

Compliments Trend Last 36 Months

May 2022 - Apr 2025

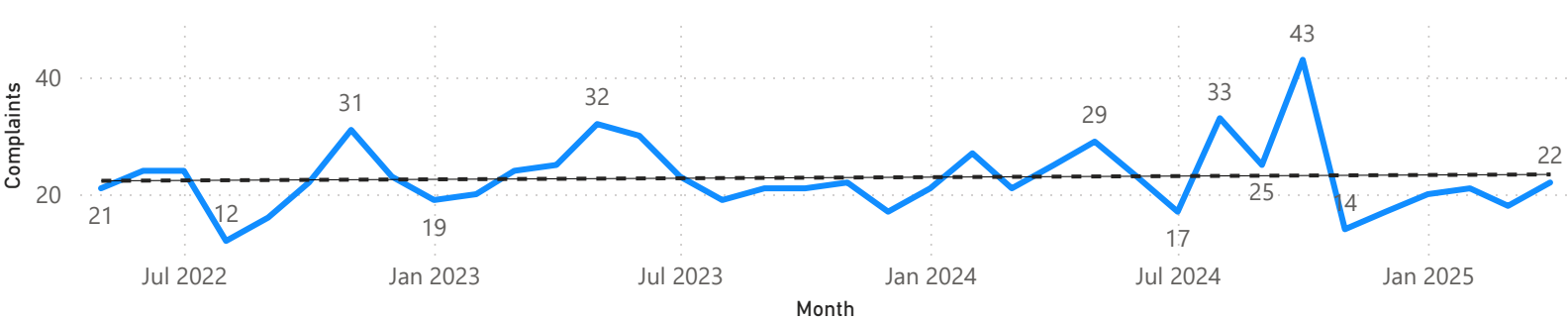


Complaints per 100k Boardings

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Customer Relations	1.03	1.69	-38.65%	3.33	4.07	-18.20%
Miscellaneous		0.17	-100.00%	0.48	0.42	14.58%
Reliability	2.76	1.01	172.68%	2.87	2.61	9.66%
Safety		1.18	-100.00%	1.61	1.36	18.57%
Total	3.79	4.05	-6.27%	8.29	8.47	-2.08%

Complaints Trend Last 36 Months

May 2022 - Apr 2025





Board Performance Report

April 2025

Operations

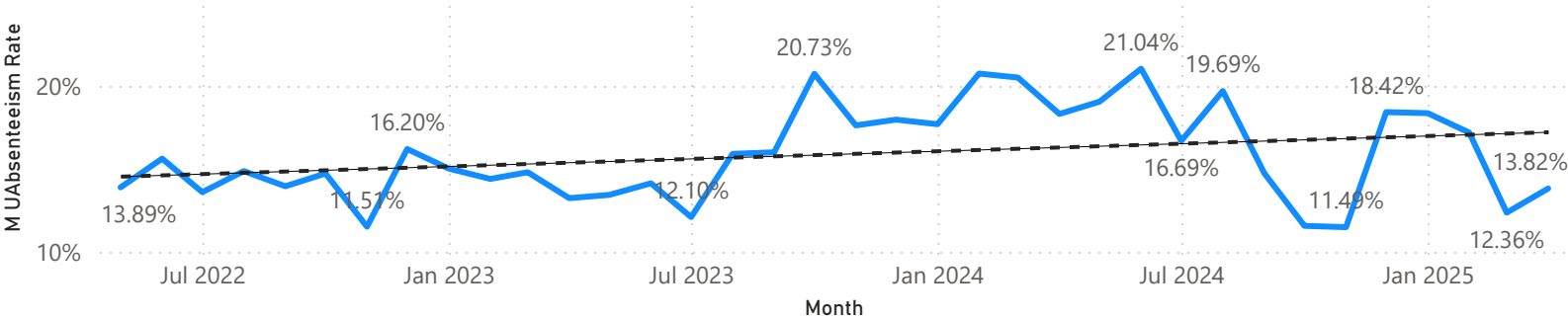
Operator Unanticipated Absenteeism Rate

Goal 10%

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
On The Job Injury Time Loss	2.30%	1.31%	75.04%	2.10%	3.36%	-37.38%
Other	1.36%	3.59%	-62.05%	1.46%	3.07%	-52.62%
Protected	5.48%	6.52%	-15.96%	5.79%	5.43%	6.65%
Sick	4.67%	6.88%	-32.07%	6.75%	5.24%	28.68%
Total	13.82%	18.31%	-24.53%	16.10%	17.11%	-5.89%

Operator Unanticipated Absenteeism Rate Trend Last 36 Months

May 2022 - Apr 2025



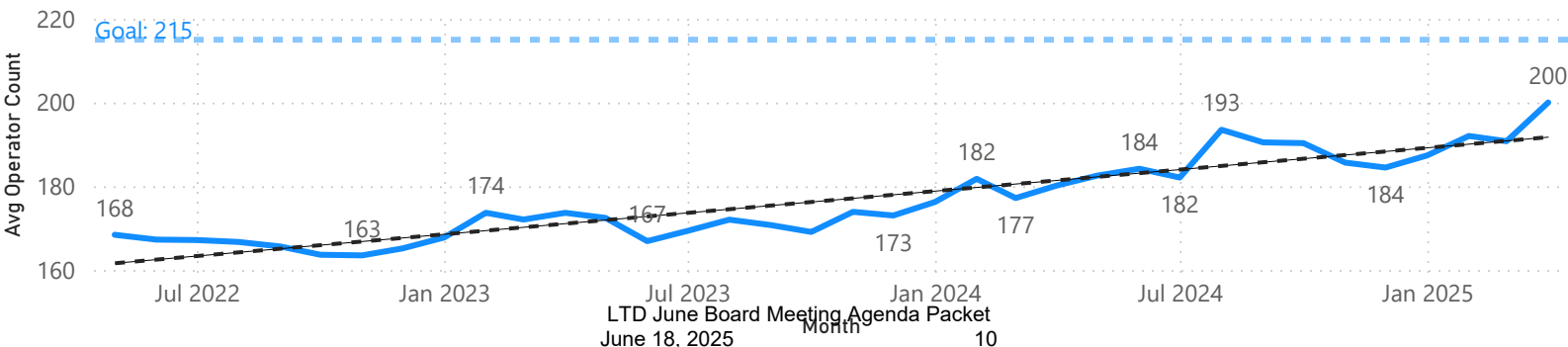
Average Operator Count

Goal: 215

% of Goal	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
93.0%	200	180	11.0%	189	174	8.7%

Operator Count Trend Last 36 Months

May 2022 - Apr 2025





Board Performance Report

April 2025

Public Safety

Ordinance 36 Violations

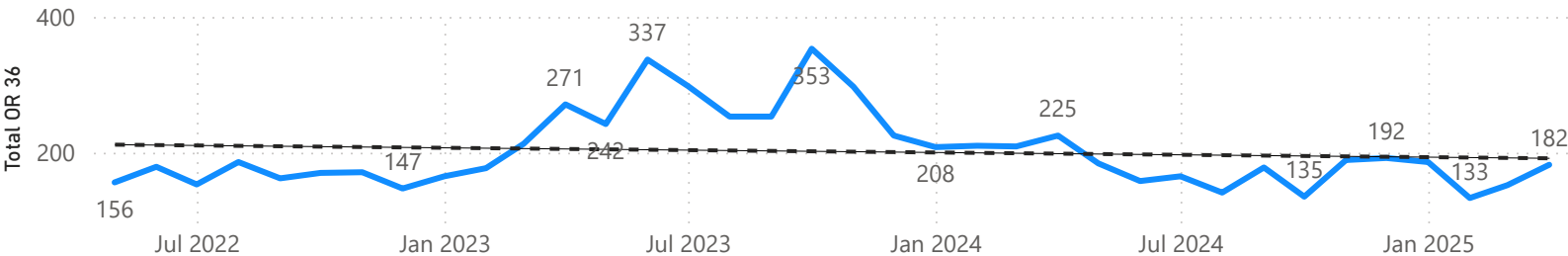
Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Ordinance 36 Violations	182	225	-19.1%	175	267	-34.3%

Ordinance 36 Violations Per 100 Revenue Hours

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Ordinance 36 Violations	8.84	11.88	-25.6%	8.50	13.67	-37.8%

Ordinance 36 Trend Last 36 Months

May 2022 - Apr 2025

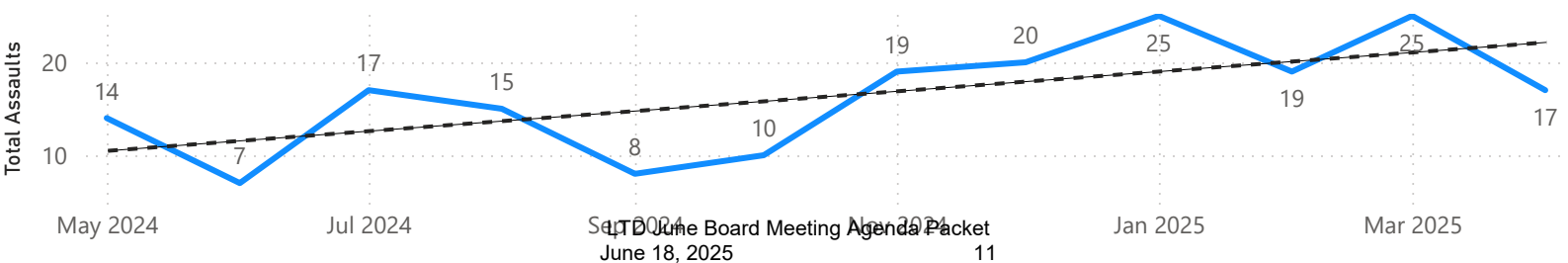


Assaults

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
<input checked="" type="checkbox"/> Non-Physical	9	15	-40.0%	11.5	6.3	81.6%
Operator Non-Physical	1	4	-75.0%	2.2	0.8	160.0%
Other Transit Worker Non-Physical	4	8	-50.0%	7.3	4.7	57.1%
Public Non-Physical	4	3	33.3%	2.0	0.8	140.0%
<input checked="" type="checkbox"/> Physical	8	6	33.3%	4.8	2.3	114.8%
Operator Physical		1	-100.0%	0.3	0.3	-25.0%
Other Transit Worker	2	3	-33.3%	2.1	0.9	127.3%
Public Physical	6	2	200.0%	2.5	1.0	150.0%
Total	17	21	-19.0%	16.3	8.6	90.3%

Assaults Trend Last 36 Months

May 2024 - Apr 2025





Board Performance Report

April 2025

Accidents

Accidents

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Non-Preventable	6	3	100.0%	4.7	4.7	0.0%
Preventable	3	3	0.0%	4.4	4.3	1.9%
Total	9	6	50.0%	9.1	9.0	0.9%

Total Revenue Miles

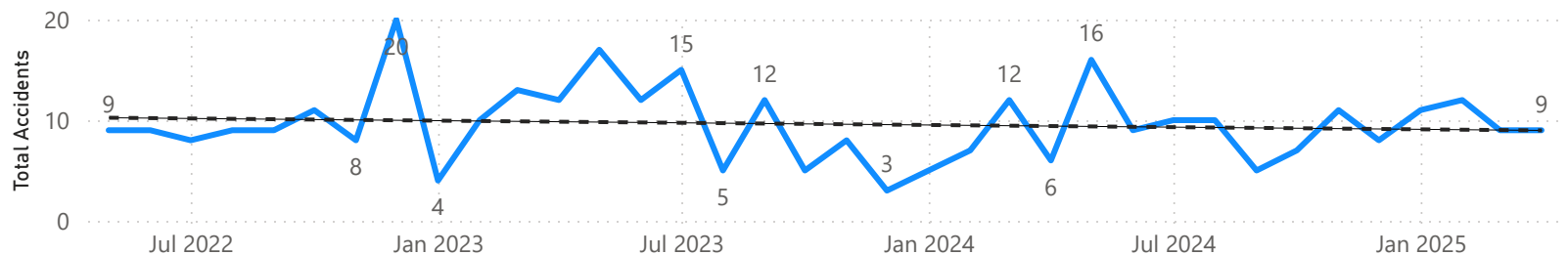
Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	59,962	53,993	11.05%	700,157	649,848	7.74%
Fixed Route Service	184,641	175,866	4.99%	2,119,285	2,093,766	1.22%
Total	244,603	229,859	6.41%	2,819,442	2,743,614	2.76%

Accidents Per 100k Revenue Miles

Type	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
Non-Preventable	2.45	1.31	87.9%	0.17	0.17	-2.7%
Preventable	1.23	1.31	-6.0%	0.16	0.16	-0.8%
Total	3.68	2.61	41.0%	0.32	0.33	-1.8%

Accident Trend Last 36 Months

May 2022 - Apr 2025





Lane Transit District Monthly Department Reports

Administration

Wendi Frisbie, Chief Administrative Officer

COMPLIANCE

We are close to developing our Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal Years 2026–2028. A brief overview:

- LTD conducted a thorough analysis of market area availability data.
- On May 1, 2025, LTD offered a consultation meeting with minority, women-owned, and other small businesses.
- The next step will be a public notice of the proposed goal of 0.82%, that will be posted on LTD's website in the coming weeks.
- A 30-day public comment period will be held, and feedback will be reviewed and documented.
- LTD has until August 1, 2025 to submit the new DBE goal to the Federal Transit Administration.
- Once approved, it will likely be brought before LTD's Board in September, with implementation starting October 1, 2025.
- Staff training and ongoing monitoring mechanisms are in place to ensure compliance and continued engagement with the DBE community.
- We will track performance annually and adjust as needed to stay on target.

This effort reflects our continued dedication to equitable access to federally assisted projects.

HUMAN RESOURCES

Xenium HR, our new HR partner, is now on-site. On May 9, Xenium and HR consultant Taryn Consulting joined a well-attended Coffee & Conversation to answer staff questions. The session was recorded and shared.

MARKETING

Website Redesign: The website redesign project is on-schedule with an anticipated launch of October 1, 2025. Development phases recently completed include finalized home page design, first-round of design for all website pages, as well as progress on selling passes online and trip planning functionality. Current work is focused on refining content for the new site. Through this process, 300+ pages of content will be streamlined into 100 pages to improve usability. So far, 53% of web pages have been drafted.

EmX Fare Validation Campaign: To prepare for the launch of EmX Fare Validation, staff developed and implemented a communication and advertising campaign. In addition to signage at Eugene and Springfield stations, a social media advertising campaign began in late April in preparation for the May 15 soft-launch. The campaign focused on ScanRide, new feature that allows riders to pay or validate their fare on high-volume EmX platforms instead of during boarding. The campaign emphasized speed and convenience, reached 118,011 community members, and has generated 142,141 impressions so far.



Lane Transit District Monthly Department Reports

Oregon Sports Properties Marketing Agreement: Staff negotiated and executed an agreement with Oregon Sports Properties, the multimedia rightsholder for Oregon Athletics. This will provide new ways for LTD to engage with one of its largest audiences — University of Oregon students — as well as the larger, sports-loving community. Most elements will begin this fall, and will include student engagement opportunities at Oregon Football games, in-venue digital signage at all Men's Basketball, Women's Basketball, and Volleyball games, digital signage at the UO Student Recreation Center, brand sponsorship videos with the Oregon Duck mascot, and additional brand sponsorship and intellectual property usage rights.

MOBILITY PLEDGE

- Digital advertising added to Lookout Eugene-Springfield's website
- KLCC underwriting messages promoting the Pledge
- Digital billboards now live in Eugene (W. 11th at Commerce, E Broadway at Hilyard, and Coburg at Oakmont)
- Mobility Connections newsletter was distributed to all Mobility Pledge and stakeholder lists on May 13
- Upcoming Mobility Pledge Marketing (spring/summer 2025): social media advertising campaign, Oregon Bach Festival program ad
- Mobility Pledge advertising metrics:
 - Lookout Eugene-Springfield digital ads: 98,561 views, 0.291% click rate
 - Digital billboards: 452,604 monthly impressions (estimated)
- Mobility Pledge list: 42
- Stakeholder email list: 350

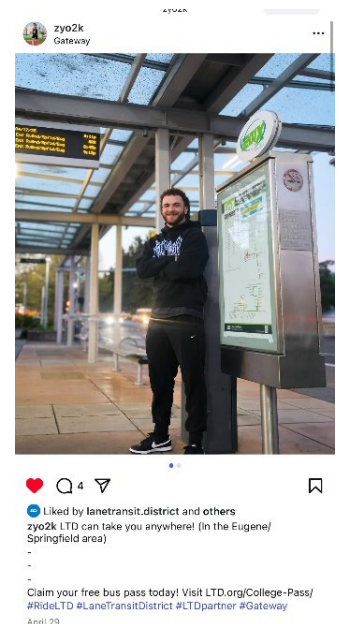
EMPLOYER PROGRAMS (Group Pass and Vanpool):

Phase III of our NIL Campaign that focused on UO students wrapped up on May 6. Our three athlete influencers, Niya, Morgan, and Zach, published 17 total posts on Instagram across feed, reels, and stories. The highest-engaged content was a feed post from Zach with 1,299 accounts reached, 245 likes, and 8 comments.

During this phase, LTD's influencer content performed well, with positive sentiment driving higher-quality interactions. The Reels feature proved valuable in expanding reach and brand visibility. Static posts, on the other hand, drove more profile visits and engagement per view, highlighting the value of a balanced content strategy. Relatable visuals and messaging helped position LTD not just as a transit provider but as a community-centered brand. Moving forward, enhancing interactivity through collaboration posts, responsive comment engagement, and captions with clear calls to action will be key to sustaining momentum and increasing website traffic and awareness.

STUDENT TRANSIT PASS:

In preparation for summer break, staff continues to visit area schools to resolve issues, conduct trainings, and discuss promoting the program before summer break.





Lane Transit District Monthly Department Reports

WEBSITE & SOCIAL MEDIA HIGHLIGHTS:

Date range April 17 – May 15

- 197,523 website pageviews
- 38 new Facebook page followers; 7,086 total Facebook page followers
- 82,100 Facebook accounts reached
- -22 new X followers; 3,572 total X followers
- 26 new LinkedIn followers; 1,582 total LinkedIn followers
- 18 new Instagram followers; 1,499 total Instagram followers
- 81,500 Instagram accounts reached

Pictured: Top post of the month (5,503 unique impressions) highlighting the Eugene Station's 27th anniversary.



OUTREACH & EVENTS:

Staff are working with a Mam-speaking individual in Cottage Grove to create videos in the Mam language (which has no widely accepted written format) on how to use LTD services. The first draft of the video is complete and will be reviewed by our Mam-speaking influencer for accuracy before distribution within the Guatemalan community in the Cottage Grove area.

Overall, staff hosted or participated in 18 outreach events, engaging with approximately 2,500 community members. Some of the most successful events included appearances at Junction City's Latinx Culture & Resource Night, Willamalane's MEGGA Hunt, YMCA's Healthy Kids Day, and Day Emerald's Best of Campus.

TEXT MESSAGE SERVICE

Total users as of 5/15/25:

- Total Subscriber Profiles: 4,865 (up 414)
- Total Subscriptions: 27,836 (up 1,621)

Development Services

Joe McCormack, Chief Development Officer

FACILITIES

Closing out Eugene Station project

As part of the Eugene Station Modernization project, several improvements are scheduled to begin in the coming months. These enhancements were included on the project's add-back list and are being completed using remaining project funds.



Lane Transit District Monthly Department Reports

- Outdoor Water Fountain Replacement: The existing outdoor water fountain located near the Customer Service Center (CSC) under the main canopy will be replaced. The new unit will include a water bottle filling station to support sustainability and passenger convenience.
- Restroom Monitor Installation: A new monitor will be installed on the back wall of the restroom area. This monitor will display a live feed showing individuals entering and exiting the restroom area (no sightlines into stalls) to enhance safety and visibility.
- A/V System Installation – Next Stop Center: Installation and commissioning of new audio/visual equipment will begin at the end of May and conclude in early June. This will be the first deployment of LTD's new conferencing system, which will soon be implemented across all District conference rooms.
- Exterior Lighting Upgrades: The perimeter soffit light fixtures will be replaced with brighter, energy-efficient models to improve visibility and reduce energy consumption.
- Mechanical System Control Upgrades: The mechanical controls in both the CSC and 1099 buildings will be replaced. The new controls will provide improved energy efficiency and more consistent indoor comfort.
- Trough Planter Replacement: The existing trough planters along the street perimeter of Rosa Parks Plaza will be replaced. In collaboration with the City of Eugene Public Works Department, the new planters will reflect the design aesthetic of those located outside the Eugene Public Library.

PLANNING

Downtown Circulator Title VI Analysis

At the April Board meeting, CEO Jameson Auten provided an update on the Downtown Eugene Circulator pilot scheduled to start in September. This two-year pilot modifies Route 1's existing service by increasing span, doubling frequency (30-min), and extends the route further south to 18th Ave. LTD staff conducted an FTA-required Title VI analysis of the proposed changes. The analysis determined that minority and low-income populations do not bear a disproportionate burden relative to non-Title VI communities. The proposed changes to the system provide equitable benefits to LTD's minority and low-income populations, and no discrimination is noted.

Coordinated Plan Update

LTD has contracted with Lane Council of Governments (LCOG) to update the District's Lane Coordinated Human Services Plan. Last updated in 2019, the upcoming project will be the first substantial rewriting of the plan since 2013. This federally required plan aims to improve mobility services for individuals with disabilities, older adults, and people in a lower income bracket. It identifies mobility needs and strategies to meet those needs in addition to a prioritized list of services and programs for federal and state funding and implementation. With support from LCOG, LTD will conduct targeted outreach to key stakeholders through an engagement process consistent with our Communications Framework guidance document.

Planning Staff Visit Oregon's Coastal Playground

Members of the Planning team took a daytrip to Florence, demonstrating it's possible to do so without the use of a personal vehicle. They started the day by taking LCOG's Link Lane service from Amtrak Station in Eugene to Old Town, Florence. From there, they brunched and visited the Siuslaw Pioneer Museum.

Having learned about the local history of the Siuslaw Region, the group headed to City Hall for a meeting with city staff.



Lane Transit District Monthly Department Reports

Attendees included Florence's city manager and members of their planning team. After City Hall, the LTD group took the Rhody Express to Grocery Outlet where they caught Link Lane back to Eugene.



A northern red oak is craned into Rosa Parks Plaza at Eugene Station in 1998



Planning Team - Florence, Oregon – April 2025

Finance

Julie Lindsey, Chief Financial Officer

Finance Department:

FINANCE:

- Presentation of the Long-Range Financial Plan and the Budget to the Budget Committee
- Continued work on ERP modules: Projects and Grants, Fixed Assets, eProcurement



Lane Transit District Monthly Department Reports

- Preparation for year-end processes started
- Grant Administrator hired and onboarded

GRANTS:

- Grant application (\$6.9M) for Preventive Maintenance was transmitted to FTA. The grant, utilizing formula 5307 funds, will cover PM for FY24/25 and 25/26.
- Grant application (\$2.1M) for Fixed Route Bus Replacement Project was transmitted to FTA. The grant, utilizing formula 5339 funds, will fund the purchase of approximately four replacement buses (out of a planned purchase of 10 total buses).
- Closed grant OR-2024-052-01 for the ADA Replacement Vehicle Project.
- Initiated grant close out for OR-2022-019 for the ARPA Operational Assistance Project.
- Processed ECHO drawdown (\$1.2M) in support of ongoing projects.
- Completed 22 FTA Milestone Progress Reports/Federal Financial Reports, including required OMB Lobbying Report.
- Completed FEMA Federal Financial Report.

Materials Management Department:

- 2025 April inventory percentage was completed with 99.62% count accuracy
- 2025 April total inventory value is \$1,968,755
- Warranty reorganization and development is 70% complete. We are currently in the process of adding all New Flyer commercial claims into the system. New training and process development for Gillig buses.
- EAM (Enterprise Asset Management) Fleets and Materials Management software is still in the process of Admin cleanup. Materials Management team is working on adding new workflow process improvements within the system.

Procurement Department:

The Procurement Department has several significant active efforts currently in progress, as outlined below:

- RFP 202500XX for Fixed Route Bus Stop ADA Assessment leading to the repair of any out of compliance LTD bus stops. This initial assessment is estimated to cost \$350K and will be executed in FY26. The RFP is expected to be issued this month and the contract is expected to go the Board for approval in August 2025.
- RFP 20250059 for Rural Services Pilot & Cottage Grove Connector is estimated to cost approximately \$2M and the period of performance is two years. Proposals have been reviewed and scored, and the down-selected proposers are scheduled to give presentations at LTD the week of 5/12/25. This contract is expected to go the Board for approval in June 2025.



Lane Transit District Monthly Department Reports

- Contract 20250048 between Bridgeway Contracting, LLC and LTD for the Fleet Bay 1 Fall Protection and Crane Project has been executed, with work expected to begin in May 2025. The cost of the base contract is \$689K and final completion is expected in January 2026.
- RFP 20240853 for the ITS Mobile Video Replacement Project is estimated to cost approximately \$2.5M and expected completion is still being determined. Gatekeeper Systems has been selected to provide LTD with and best and final offer for their proposal, due the week of 5/12/25. Contract execution is expected in May 2025.

Information Technology and Business Intelligence

Aimee Reichert, Chief Performance Officer

The following are milestone status updates for key technology work in progress at LTD. Noteworthy for this time period are major completions across several projects.

Initiated

- **Pilot Services - Fare Validation Planning** – Mobility Services, Mobility Planning, and Technology groups, initiated work plan to allow for easy fare collection and reporting through the rural pilot projects.
- **Paratransit Scheduling Warranty Assessment** – Our current paratransit scheduling software is over five years old, and users have identified a number of mounting issues. Mobility Services and Technology groups have started drafting scope of needs to determine best next steps.
- **Marketing Plotter Replacement** – Marketing and IT have initiated work to replace the aged plotter used to print LTD operational materials, including bus signs and information in the system.
- **Digital Content Management** – Marketing and IT have initiated work to implement a digital content management system for internal communications, to coincide with Board and OCC improvements.
- **NTD 2025 Reporting Cycle** – BI has completed a 2024 post-hoc analysis, and kicked off the 2025 reporting cycle improvements. Official reporting period with FTA will begin in July 2025.

In Progress

- **M365 Implementation Phase** – Finalizing governance plan and security plan. Tools on track start activating with users end of Q4.
- **Board Room, OCC:** Final designs in progress with architect, vendors being sourced for installs, tentative schedules held to coincide installs across Glenwood.
- **Operations Scheduling Upgrade** - Work is underway with Giro, Inc. to update and expand LTD's 20+ year-old system, with a modern operations scheduling and bid solution. This project will continue into FY2026.
- **CAD/AVL Turn x Turn implementation** - Turn-by-turn technology to be available on the Mobile Display Terminal (MDT), i.e. touchscreen monitor for operators.
- **ERP Operationalization** - Major focus at this time is Projects and Grants.



Lane Transit District Monthly Department Reports

- **Report Improvements (Board, Departments, Federal)** – Continued areas of focus include DBE reporting, NTD reporting, and Financial Reporting, New area of focus for FY26 will be reconciliation of mobility services reporting.

Complete

- **ERP Operationalization** Cashiering live at CSC; Capital Assets module live; E-procurement live; Vendor Access Live
- **Board Room, NextStop, OCC:** NextStop install complete
- **On Bus Validator Installations (EmX and RideSource)** - Installations and platform scanning complete. Marketing leading communications plan.
- **Operations Scheduling Upgrade** – Initial training on Bid solution complete with operations team.

Operations

Mike Hursh, Chief Operating Officer

Mobility Services

The Oregon Transportation Commission unanimously approved the STIF Formula Plans at their May meeting. Mobility Services is working to secure agreements and put into place what we need to implement programs and services as funding becomes available July 1.

LTD's CSC fully launched a new Point of Sale system that integrates with Tyler on May 1. This integration allows for improved efficiencies and insights.

In our first full month validating fares on RideSource through Umo, RideSource captured 340 fares tapped in April. This provides convenience for our customers, aggregated data that can be useful in providing insight and in contract management, and reduce the need to handle cash.

Jeff Howell, our Mobility Services Coordinator and Jeremy Card, Business intelligence Analyst attended the 2025 ABBG (American Bus Benchmarking Group). The conversation was very relevant to what LTD sees as opportunities, including:

- Using Artificial Intelligence for scheduling, notifications, and cancellations
- Performance bonuses/incentives for contractors and drivers
- How to incentivize customer adoption of technology
- Operations software challenges and opportunities
- Federal grant opportunities
- Paratransit Customer Satisfaction survey (June 2-29)

**LANE TRANSIT DISTRICT
DELEGATED AUTHORITY REPORT
May 2025**

Contracts									
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	CONTRACT VALUE	CONTRACT INCREASE AMOUNT	NEW CONTRACT VALUE	SIGNER	NOTES
5/5/2025	Upward Landscape Solutions	Landscape, Irrigation, and On-Call Services	Professional Services	Jul 1, 2021 - Jun 30, 2026	\$810,000.00	N/A	N/A	J. McCormack	Amendment to extend the contract for another year.
5/5/2025	City of Oakridge	Diamond Express	IGA	Jul 1, 2025 - Jun 30, 2029	\$48,000.00	N/A	N/A	C. Rees	New Agreement
5/7/2025	Cascadia Mobility	TDM Bike Share	Personal Services	Apr 20, 2025 - Apr 19, 2026	\$100,000.00	N/A	N/A	D. Roth	New Agreement
5/12/2025	Bridgeway Contracting, LLC	Fleet Bay One	Contruction	Apr 21, 2025 - Jun 30, 2026	\$689,326.00	\$135,692.00	\$825,018.00	J. McCormack	Amendment to increase the NTE amount and incorporate Change Order 001.
5/20/2025	Ninfa's Elite Janitorial Services	Outdoor Janitorial Services	Professional Services	Sep 1, 2022 - Jun 30, 2026	\$2,416,445.00	N/A	N/A	J. McCormack	Amendment to update Key Personnel and extend the contract for another year.
5/22/2025	Fortis Construction	Operation Command Center Construction	Construction	Nov 14, 2022 - Until Project Completion	\$10,743,913.00	\$258,198.00	\$11,002,111.00	J. McCormack	Amendment to increase the NTE for necessary additions in Change Orders 3 and 4.
5/27/2025	Township Building Services, Inc.	Indoor Janitorial Services	Professional Services	Sep 1, 2022 - Jun 30, 2026	\$1,287,721.00	N/A	N/A	J. McCormack	Amendment to update Key Personnel and extend the contract for another year.
Group Pass/Non-Profit Program - Revenue Agreements									
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	ANNUAL CONTRACT VALUE	CONTRACT INCREASE AMOUNT	NUMBER of PARTICIPANTS	SIGNER	NOTES

Lane Transit District
FY25 Financial Report
Budget to Actuals MAY 2025

District Revenues	FY25 Budget	Actual to date	% Budget	FY24 Budget	Actual to date	% Budget
Fares & Passes	2,839,500	2,191,475	77.2%	2,688,420	2,149,068	79.9%
Group Passes	2,137,000	2,012,303	94.2%	1,921,925	1,944,188	101.2%
Advertising	50,000	-	0.0%	-	-	0.0%
Special Services	127,400	111,884	87.8%	27,383	127,230	464.6%
Mobility Svcs, P2P, Medicaid	32,530,214	19,839,202	61.0%	23,081,702	15,812,962	68.5%
Payroll Tax Revenue	53,873,247	55,172,630	102.4%	50,841,071	51,548,206	101.4%
Self-Employment Tax	2,685,256	2,549,416	94.9%	2,142,737	2,083,024	97.2%
State In-Lieu-of Tax	841,922	689,582	81.9%	789,450	793,979	100.6%
Interest Income	1,400,000	2,065,595	147.5%	729,658	2,326,015	318.8%
Federal Assistance	36,636,987	24,417,717	66.6%	43,103,323	6,492,634	15.1%
State Assistance	6,327,998	994,775	15.7%	9,015,187	929,575	10.3%
Local Assistance	-	-	0.0%	105,756	-	0.0%
Misc Revenue, Records, Recover	320,000	437,361	136.7%	400,000	421,165	105.3%
Capital Projects Fund	32,993,456	5,439,696	16.5%	24,426,819	5,081,175	20.8%
Medicaid Fund	508,064					
Mobility Services Fund	2,464,216					
Point2Point Fund	297,289					
Working Capital: General Fund	24,907,356			2,777,221		
Sustainable Services Reserve	10,516,940	429,011		11,011,740	482,935	
Interfund Transfers	8,018,285			9,915,180		
Total	219,475,130	116,350,649	53.0%	182,977,571	90,192,155	49.3%

Expenditures: General Fund	FY25 Budget	Actual to date	% Budget	FY24 Budget	Actual to date	% Budget
Business Intelligence	390,942	359,326	91.9%	-	-	0.0%
Compliance	441,879	366,893	83.0%	-	-	0.0%
Customer Services	989,734	926,090	93.6%	991,826	796,233	80.3%
Executive Office	2,585,967	2,114,064	81.8%	2,349,938	2,046,919	87.1%
Facilities Management	3,428,166	2,901,348	84.6%	3,374,702	2,782,639	82.5%
Finance	1,664,277	1,468,589	88.2%	1,764,850	1,452,761	82.3%
Fleet Management	6,532,179	5,787,448	88.6%	6,236,962	5,592,998	89.7%
Human Resources	5,181,114	4,854,351	93.7%	2,078,685	1,566,625	75.4%
Information Technology	4,418,157	3,555,322	80.5%	3,809,501	3,020,607	79.3%
Insurance & Risk Services	2,280,058	2,087,717	91.6%	1,549,741	1,134,761	73.2%
Intelligent Transport Systems	707,308	373,928	52.9%	393,200	181,041	46.0%
Marketing	2,101,372	1,225,397	58.3%	2,097,469	1,567,689	74.7%
Materials Management	6,209,500	3,863,363	62.2%	5,093,031	4,086,884	80.2%
Mobility Services	520,756	330,725	63.5%	596,262	207,183	34.7%
Planning & Development	874,437	755,853	86.4%	1,315,604	1,128,512	85.8%
Procurement	1,468,312	1,295,722	88.2%	1,915,843	1,602,944	83.7%
Public Safety Services	2,826,624	1,818,891	64.3%	2,126,964	1,433,860	67.4%
Special Events	50,000	-	0.0%	-	49,350	-100.0%
Transit Operations	28,310,220	23,120,345	81.7%	27,100,319	23,063,180	85.1%
Transit Training	65,620	23,305	35.5%	377,312	139,221	36.9%
Transfers to Other Funds	8,018,285	-	0.0%	9,251,211		0.0%
Total General Fund	79,064,907	57,228,677	72.4%	72,423,420	51,853,407	71.6%

Expenditures: Non-General Funds	FY25 Budget	Actual to date	% Budget	FY24 Budget	Actual to date	% Budget
Capital Projects Fund	36,640,620	11,190,423	30.5%	40,768,294	18,191,943	44.6%
Medicaid Fund	17,979,000	12,879,333	71.6%	15,723,595	12,903,772	82.1%
Mobility Services Fund	14,893,989	7,118,223	47.8%	11,598,951	7,013,386	60.5%
Point2Point Fund	699,875	45,403	6.5%	754,870	173,392	23.0%
Total Non-General Funds	70,213,484	31,233,383	44.5%	68,845,710	38,282,493	55.6%

Reserves & Restricted Funds	70,196,739	70,196,739	100.0%	41,708,441	41,708,441	100.0%
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Total All Funds & Reserves	219,475,130	158,658,799	72.3%	182,977,571	131,844,341	72.1%
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Budget Adopted	219,475,130			182,977,571		
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Net Income/(Loss) to Date*		27,888,589			56,255	
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* FY25 includes revenues for Federal CARES and ARPA draw down. Revenues will be recognized during Supplemental Budget June 18, 2025.



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Joe McCormack, Chief
Development Officer & Julie Lindsey, Chief
Financial Officer

AIS Title: Proposed Fiscal Year 2026-2035
Community Investment Plan

Action: Committee Approval

Agenda Item Summary:

Purpose: To request the Lane Transit District (LTD) Board of Directors approve the proposed 2026-2035 Community Investment Plan.

Description: The Community Investment Policy (CIP) is a framework for the development of LTD's 10-year Community Investment Plan, which outlines both the District's near-term and long-term investment strategies. The CIP includes both planned investments and the resources needed to realize those investments. While the CIP itself has no spending authority, it helps inform LTD's annual budget for committing funds. The list of potential CIP projects comes from a variety of internal and external sources. Internal sources include long-range plans and policies, as well as departmental capital replacement or technology upgrade needs. External sources include LTD's Board of Directors, riders, and community partners throughout Lane County.

Background: The proposed 2026-2035 CIP was made available for public comment starting Monday, April 28, 2025.

Budget Committee recommends approval: The Budget Committee is comprised of all seven LTD Board members and an equal number of appointed citizen members. In April, the Budget Committee received a presentation on the preliminary CIP, which is aligned with the proposed upcoming budget to reflect funding availability, project timing. This committee reviewed and discussed the preliminary CIP and had no revisions.

Considerations: Staff recommends the Board approve the proposed 2026-2035 CIP as presented.

Alternatives:

- The Board may:
 - Hold additional public meetings,
 - Postpone approval to an alternate date, or
 - Amend and approve the 2026-2035 CIP.

Next Steps:

After the 2026-2035 CIP approval, LTD staff will post the final 2026-2035 CIP at LTD.org. The approved CIP will become the official guiding CIP.

Attachments: Proposed 2026-2035 Community Investment Plan



Lane Transit District Agenda Item Summary (AIS)

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to approve the Fiscal Year 2026–2035 Community Investment Plan as presented.



Lane Transit District

Community Investment Plan

FY 2025 – 2026



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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 in providing efficient and safe service. LTD is committed to maintaining current infrastructure while purposefully investing in new assets and infrastructure, 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, by supporting the collaborative efforts of the local and regional transportation plans

The 2026-2035 CIP totals approximately \$234 million in projects. Of that, \$35 million does not have an identified funding source.

CIP Development & Review Process

The CIP is reviewed and adopted annually. The draft CIP is reviewed by the Budget Committee at the fall and spring meetings, prior to the final preparation of the District's 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: Improvements and State of Good Repair. 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.

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, guideways, and facilities.

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

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

Project Classifications

Projects are sorted by the following major classifications:

Frequent Transit Network (FTN)

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

Facilities

Projects 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 the ability 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 improvements include: updating wayfinding signs, improving real time signage, installing energy efficient lighting fixtures, and updating public restrooms.

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.

Florence Mobility Hub Planning

Site selection and concept design for a mobility hub in Florence.

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 classroom, 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.

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.

Fleet

Rear Facing ADA Securements Upgrade

This project looks to install a rear facing securement option on some buses that will allow passengers more flexibility to self-secure.

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

Planning Studies is a portfolio of planning projects that respond to and advise the strategic direction of the organization. Cyclical planning projects include the Comprehensive Operations Analysis (COA), the Strategic Business Plan (SBP), the Long-Range Mobility Plan, the Coordinated Public Transit Human Services Plan, and the Title VI Program. Additional onetime planning studies are programmed to support key district business initiatives. These studies inform ongoing work around community engagement, mobility management, efforts to improve travel time reliability, introduction of new technologies, and to plan future bus routes or corridor plans.

Transit-Shared Mobility Integration and Modernization

Project would fund the modernization and integration of the Eugene-Springfield bike share system into LTD's portfolio of mobility services. The project will provide the community with new and additional accessible mobility options and will extend the reach of LTD's fixed-route bus network. Capital funding would be directed toward the purchase and launch of a replacement fleet of pedal-assist electric bicycles, with integrated charging and docking stations distributed throughout Eugene and Springfield.

Technology & Infrastructure

Fare System

Project would be for a unified fare system throughout the network of LTD services. The goal is to modernize and enhance transit fare to improve operational efficiency, accessibility and customer experience. This will include updated fare policy, validation and payment 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 requested mobility service or set of services to meet the user's needs.

Trip Planner / Mobile Wallet

This project includes acquisition of a regional trip-planning and mobile payment application that integrates the variety of transportation options available (including transit, cycling, pedestrian, bike share, etc.). It will also include necessary governance agreements, project testing, and marketing/communications associated with the project.

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

Amazon Station

Built in the late 1980s many components of this facility have reached the end of their useful life. This project will involve upgrading structures and pedestrian waiting areas to meet current and future service requirements and customer expectations. Improvements may include new covered passenger spaces, wayfinding signage, furniture, lighting, and video surveillance. Improvements may also include accommodation for integrated mobility services such as bike share.

Eugene Station Exterior/Sitework Upgrades

This project will address sitework needs throughout the station. Project will include items like paver replacement, concrete repairs, crosswalk alignment adjustments, site lighting, roofing replacement, and shelter painting. This investment will ensure the main hub for the transit system will continue to serve the community effectively.

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 Mechanical, Electrical, and Hoist Rehabilitation

The Fleet Building's mechanical, electrical, and hoist equipment have been in operation for over 35 years, exceeding the expected life cycles. These aging systems are inefficient, costly to maintain, and no longer meet modern energy efficiency standards. This project aims to replace outdated infrastructure with energy-efficient, sustainable alternatives that support LTD's environmental goals. Additionally, the hoist equipment requires replacement to enhance both efficiency and safety.

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 & UO North Station

Gateway & UO North are core elements to the overall system. By keeping these stations in good working order, repainting structures, installing signage, and other minor upgrades, LTD continues to provide a safe environment for passengers.

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 Mechanical and Systems Upgrades

The project will consist of air handling system upgrades and address electrical safety issues, installation/code deficiencies, and equipment rating deficiencies, as well as increase the capacity of the electrical system.

Glenwood Site Rehabilitation

The Glenwood Site has been in continuous operation for over 35 years; requiring critical rehabilitation to address aging infrastructure and enhance overall functionality. This project involves repaving parking lots, establishing a secure employee entrance, preserving a dedicated visitor parking area near the main entrance, increasing parking capacity, installing energy-efficient lighting, and creating dedicated accessible walkways. Additionally, revitalizing the landscape and hardscape features will significantly improve accessibility, safety, operational efficiency, and support sustainability initiatives.

Passenger Boarding and System Facilities

This 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.

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 the employees, customers, and community is always a top priority. Repairing and renovating buildings to provide adequate ventilation, fire and life safety, and structural integrity ensures a safe working environment for all. LTD's ongoing commitment to keeping all facilities in good working order provides a safe space to be creative, compassionate and productive.

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. 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 & Infrastructure

Enterprise Resource Planning (ERP) Software

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 that allows staff to effectively do their jobs by creating efficiencies and better serve Operators who are at the core of delivering service.

Paratransit Scheduling Software

RideSource call center utilizes a software platform for storing rider eligibility information, scheduling trips, and processing Medicaid claims. This software also utilizes online trip scheduling and notification features, and a bidding platform for an external provider fleet.

ITS Video System Replacement

Project will be to update the mobile video system throughout the fleet to provide a singular mobile video solution

Future Year Projections for Improvements

2026-2035	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
TOTALS: IMPROVEMENTS	10,023,026	11,301,982	6,721,309	7,856,307	10,210,000	16,060,000	4,385,000	535,000	285,000	260,000	67,637,604
FACILITIES	5,277,000	225,000	400,000	4,600,000	9,800,000	15,600,000	3,800,000	100,000	100,000	100,000	40,002,000
Alternative Fuels Infrastructure	-	-	-	-	5,000,000	15,000,000	3,700,000	-	-	-	23,700,000
Eugene Station Modernization	130,000	-	-	-	-	-	-	-	-	-	130,000
Fleet Crane and Fall Protection	972,000	-	-	-	-	-	-	-	-	-	972,000
Florence Mobility Hub Planning	125,000	125,000	-	-	-	-	-	-	-	-	250,000
OCC / Training / Lounge	3,880,000	-	-	-	-	-	-	-	-	-	3,880,000
Passenger Boarding & System Facilities - Imp	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
RideSource Facility Expansion	-	-	300,000	4,500,000	4,700,000	500,000	-	-	-	-	10,000,000
River Road Transit Disposal	70,000	-	-	-	-	-	-	-	-	-	70,000
FLEET	-	-	-	1,469,849	-	-	-	-	-	-	1,469,849
Rear Facing ADA Securement Upgrade	-	-	-	1,469,849	-	-	-	-	-	-	1,469,849
FREQUENT TRANSIT NETWORK (FTN)	1,305,000	6,633,542	410,000	1,736,458	310,000	360,000	585,000	435,000	185,000	160,000	12,120,000
Franklin Raise Project Grant Match	50,000	5,050,000	25,000	-	-	-	-	-	-	-	5,125,000
Planning Studies	755,000	335,000	385,000	485,000	310,000	360,000	585,000	435,000	185,000	160,000	3,995,000
Transit-Shared Mobility Integration & Modernization	500,000	1,248,542	-	1,251,458	-	-	-	-	-	-	3,000,000
TECH & INFRASTRUCTURE	3,441,026	4,443,420	5,911,309	50,000	100,000	100,000	-	-	-	-	14,045,755
Fare Systems	250,000	2,250,000	3,600,000	-	-	-	-	-	-	-	6,100,000
Fiber Mapping & Replacement/Expansion	-	-	-	50,000	100,000	100,000	-	-	-	-	250,000
Regional Mobility Enabling Technologies	2,501,026	2,193,420	2,311,309	-	-	-	-	-	-	-	7,005,755
Trip Planner / Mobile Wallet	600,000	-	-	-	-	-	-	-	-	-	600,000
Website	90,000	-	-	-	-	-	-	-	-	-	90,000

Future Year Projections for State of Good Repair

2026-2035	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
TOTALS: STATE OF GOOD REPAIR	21,073,310	18,246,962	17,126,166	15,163,851	19,176,077	5,697,930	21,017,431	17,629,564	14,800,734	16,139,222	166,321,247
FACILITIES	3,910,000	4,420,000	4,010,000	4,250,000	6,306,986	400,000	400,000	400,000	400,000	400,000	25,396,986
Amazon Station	-	-	-	500,000	-	-	-	-	-	-	500,000
Eugene Station Sitework Upgrades	580,000	1,690,000	1,410,000	-	-	-	-	-	-	-	3,680,000
Fixed Route Infrastructure Rehabilitation	400,000	-	1,600,000	2,000,000	-	-	-	-	-	-	4,000,000
Fleet Mechanical, Electrical & Hoist Rehabilitation	-	-	-	350,000	3,906,986	-	-	-	-	-	4,256,986
Franklin & Gateway EmX Corridors	500,000	-	-	1,000,000	-	-	-	-	-	-	1,500,000
Gateway & UO North Site Rehab	405,000	80,000	-	-	-	-	-	-	-	-	485,000
Glenwood Admin Roof Replacement	850,000	-	-	-	-	-	-	-	-	-	850,000
Glenwood Mechanical & Electrical Rehabilitation	275,000	1,500,000	200,000	-	-	-	-	-	-	-	1,975,000
Glenwood Site Rehabilitation	100,000	750,000	400,000	-	-	-	-	-	-	-	1,250,000
Passenger Boarding & System Facilities - SGR	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000
Springfield Station Improvements	-	-	-	500,000	2,000,000	-	-	-	-	-	2,500,000
Transit Facilities State of Good Repairs	650,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,900,000
FLEET	11,281,295	12,612,962	12,106,166	8,790,101	11,901,403	4,311,109	19,546,268	16,243,843	13,400,226	14,758,442	124,951,815
Major Bus Components	407,375	460,682	967,216	2,071,601	1,876,653	2,178,469	585,708	241,923	387,076	742,192	9,918,895
Ten Yr. Fixed Route Fleet Replacement	7,790,000	9,930,000	9,600,000	5,350,000	8,560,000	-	16,050,000	13,370,000	10,700,000	12,000,000	93,350,000
Ten Yr. Spec Svc Fleet Replacement	2,575,670	1,862,580	1,344,700	1,368,500	1,392,300	1,863,540	2,636,860	2,317,320	1,968,750	1,727,200	19,057,420
Ten-Year Non-Rev Fleet	508,250	359,700	194,250	-	72,450	269,100	273,700	314,600	344,400	289,050	2,625,500
TECH & INFRASTRUCTURE	5,882,015	1,214,000	1,010,000	1,873,750	967,688	986,822	1,071,163	985,721	1,000,507	980,780	15,972,446
ERP	100,000	-	-	-	-	-	-	-	-	-	100,000
IT Hardware/Software Replacement	1,295,000	1,070,000	1,010,000	998,750	967,688	986,822	1,071,163	985,721	1,000,507	980,780	10,366,431
Operations Software/Midas Replacement	887,015	144,000	-	-	-	-	-	-	-	-	1,031,015
Paratransit Scheduling Software	-	-	-	875,000	-	-	-	-	-	-	875,000
ITS Video Systems Replacement	3,600,000	-	-	-	-	-	-	-	-	-	3,600,000

Project Funding

LTD's project funding goal is to determine funding 12-18 months prior to the desired start date for a project. LTD receives an apportionment of formula funds each year based on various service and financial factors from previous year. Federal Transportation Authority (FTA) formula funds are applied to projects such as operating, capital projects or buses, and bus facilities. LTD pursues Federal discretionary grants, as well as works with local and state representatives for congressionally directed spending funding. Grants require submission of applications detailing the project purpose, 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, which 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. LTD uses STIF funding for pilot service projects, rural services, match for federally funded projects, fixed-route service increases, ADA service support, and bus purchases.

The final source of project funding is the General Fund transfer. The 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 annual proportioned General Fund transfer. 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 annual General Fund transfer.

In the annual budget, the full cost of projects planned for that fiscal year make up the capital budget. If projects are Tier 2 (funding identified but not secured) those budgeted 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.

Project Funding for Improvements

2026-2035	TIER	Discretionary	Federal Formula	Other Federal	Other State	STIF Formula	Local	Unfunded	TOTAL
TOTALS: FUNDING FOR IMPROVEMENTS		5,815,123	17,008,750	673,600	20,000	3,782,323	13,666,501	26,671,307	67,637,604
FACILITIES									
Alternative Fuels Infrastructure	3							23,700,000	23,700,000
Eugene Station Modernization	1		26,000				104,000		130,000
Fleet Crane and Fall Protection	1			673,600			298,400		972,000
Florence Mobility Hub Planning	1				20,000	230,000			250,000
OCC / Training / Lounge	1		3,104,000				776,000		3,880,000
Passenger Boarding & System Facilities - Imp	1/2						1,000,000		1,000,000
RideSource Facility Expansion	2		8,000,000				2,000,000		10,000,000
River Road Transit Disposal	1						70,000		70,000
FLEET									
Rear Facing ADA Securement Upgrade	3							1,469,849	1,469,849
FREQUENT TRANSIT NETWORK (FTN)									
Franklin Raise Project Grant Match	1						5,125,000		5,125,000
Planning Studies	1/2		998,750				2,996,250		3,995,000
Transit-Shared Mobility Integration & Modernization	1/3					1,748,542		1,251,458	3,000,000
TECH & INFRASTRUCTURE									
Fare Systems	1/2		4,880,000			500,000	720,000		6,100,000
Fiber Mapping & Replacement/Expansion	3							250,000	250,000
Regional Mobility Enabling Technologies	1/2	5,215,123				1,303,781	486,851		7,005,755
Trip Planner / Mobile Wallet	1	600,000							600,000
Website	1						90,000		90,000

Project Funding for State of Good Repair

2026-2035	TIER	Discretionary	Federal Formula	Other Federal	Other State	STIF Formula	Local	Unfunded	TOTAL
TOTALS: FUNDING FOR STATE OF GOOD REPAIR		3,109,145	102,212,821	-	-	36,425,188	15,442,106	9,131,986	166,321,247
FACILITIES									
Amazon Station	3							500,000	500,000
Eugene Station Sitework Upgrades	2		2,944,000				736,000		3,680,000
Fixed Route Infrastructure Rehabilitation	2		3,200,000				800,000		4,000,000
Fleet Mechanical, Electrical & Hoist Rehabilitation	3							4,256,986	4,256,986
Franklin & Gateway EmX Corridors	2/3		200,000				300,000	1,000,000	1,500,000
Gateway & UO North Site Rehab	2		388,000				97,000		485,000
Glenwood Admin Roof Replacement	1		680,000				170,000		850,000
Glenwood Mechanical & Electrical Rehabilitation	2		1,580,000				395,000		1,975,000
Glenwood Site Rehabilitation	2		1,000,000				250,000		1,250,000
Passenger Boarding & System Facilities - SGR	1/2						1,500,000		1,500,000
Springfield Station Improvements	3							2,500,000	2,500,000
Transit Facilities State of Good Repairs	1/2						2,900,000		2,900,000
FLEET									
Major Bus Components	1/2		7,935,116				1,983,779		9,918,895
Ten Yr. Fixed Route Fleet Replacement	1/2	1,129,145	73,596,021			18,399,005	225,829		93,350,000
Ten Yr. Spec Srvc Fleet Replacement	1/2		824,989			18,026,183	206,248		19,057,420
Ten-Year Non-Rev Fleet	1/2		1,444,025				1,181,475		2,625,500
TECH & INFRASTRUCTURE									
ERP	1		80,000				20,000		100,000
IT Hardware/Software Replacement	1/2		6,219,858				4,146,572		10,366,431
Operations Software/Midas Replacement	1		824,812				206,203		1,031,015
Paratransit Scheduling Software	3							875,000	875,000
ITS Video Systems Replacement	1/2	1,980,000	1,296,000				324,000		3,600,000



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Pamela Strutz, Director of Finance
and Julie Lindsey, Chief Financial Officer

AIS Title: Long Range Financial Plan Fiscal Year
2026 - 2035

Action: Committee Approval

Purpose: To request that Lane Transit District's ("LTD or "the District") Board of Directors approve the Fiscal Year 2026-2035 Long-Range Financial Plan (LRFP).

Description: The LRFP is one of three key documents, developed with community input, used to develop LTD's annual budget. The LRFP projects anticipated resources and expenditures over a 10-year period. At its core, the LRFP aligns LTD's financial capacity with the objectives and strategic areas of focused outlined in LTD's Community Investment (CIP) and Strategic Business plans. The LRFP is updated annually as a component of the budgeting process.

Background: The LRFP was last approve by the Board at the June 12, 2024 Regular Board Meeting.

LTD's fiscal environment is always changing. The traditional budget model, budgeting for cost, leads to a short-term spending profile focused on sustaining existing programs and services. The use of this model does not, however, provide for long-term sustainability.

It is important to consider what level of service and expense is maintainable over time with variable or fluctuating funds. The resource projections in the LRFP are a key factor in determining both design and level of services, and timing of projects outlined in the CIP.

Delivering on our mission of connecting our community requires ingoing resources. Funding for quality service, reliable vehicles, solid infrastructure, and collaborative programs to serve the community's varied mobility needs. The most significant ongoing resource are payroll taxes. This local tax is based on projections from the Oregon State Office of Economic Forecasting using two variables: 1) Oregon Average Wages and 2) Total Nonfarm Employment. Projections are conservatively forecasted to prevent over-estimating.

Federal grants and funding from the employee tax-based State Transportation Improvement Fund (STIF) are also an important part of LTD's non-operating resources. Due to the continuing high costs, the FY2026-2035 LRFP increases annual federal funding for operations from \$2.2 million to \$4.2 million. STIF Plan budget amendments to increase funding for ADA operations will decrease the amount of general fund needed to support those services.

In the short-term, costs continue to increase at a rate higher than inflation. In the long-term, market wage rate adjustments, medical insurance, and fleet cost increases are the biggest challenges. For FY26



Lane Transit District Agenda Item Summary (AIS)

and beyond, LTD is developing an internal cost analysis tool as well as an internal indirect rate model with the goal of closing the resource to requirement projected gap in future years.

Considerations: Staff recommends the Board approve the proposed FY2026-2035 LRFP.

Alternatives: The Board may:

- 1) Hold additional Board meetings on this plan.
- 3) Postpone approval of the FY2026-2035 LRFP to an alternate date.
- 4) Amend and approve the FY2026-2035 LRFP as amended.

Next Steps: After the FY2026-2035 LRFP approval, staff will post the final FY2026-2035 LRFP on LTD's website. The approved FY2026-2035 LRFP will become the official guiding long-range financial plan. The approved FY2026-2035 LRFP has no spend authority.

Attachments:

- 1) Proposed FY2026-2035 Long-Range Financial Plan

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to approve the FY2026–2035 Long-Range Financial Plan.



Lane Transit District
Long Range Financial Plan
Fiscal Year 2026-2035

Resources	FY24 Actual	FY25 Budget	FY25 Estimated	FY26 Proposed	FY27 Forecast	FY28 Forecast	FY29 Forecast	FY30 Forecast	FY31 Forecast	FY32 Forecast	FY33 Forecast	FY34 Forecast	FY35 Forecast
Operating Revenues													
Cash Fares & Passes	2,321,033	2,839,500	2,386,591	2,467,065	2,541,000	2,617,000	2,696,000	2,777,000	2,860,000	2,946,000	3,034,000	3,125,000	3,219,000
Group Passes	2,019,126	2,137,000	1,902,680	1,959,760	2,019,000	2,080,000	2,142,000	2,206,000	2,272,000	2,340,000	2,410,000	2,482,000	2,556,000
Advertising	0	50,000	0	0	100,000	115,000	130,000	150,000	150,000	150,000	150,000	150,000	150,000
Event Services	142,517	127,400	127,884	131,222	138,000	145,000	152,000	160,000	168,000	176,000	185,000	194,000	204,000
Total Operating Revenue	\$4,482,676	\$5,153,900	\$4,417,155	\$4,558,047	\$4,798,000	\$4,957,000	\$5,120,000	\$5,293,000	\$5,450,000	\$5,612,000	\$5,779,000	\$5,951,000	\$6,129,000

Nonoperating Revenues													
Payroll Taxes	54,857,787	53,873,247	55,496,679	58,826,480	61,768,000	64,856,000	68,099,000	71,504,000	75,079,000	78,833,000	82,775,000	86,914,000	91,260,000
Self-employment Taxes	2,416,284	2,685,256	2,368,128	2,400,000	2,472,000	2,546,000	2,622,000	2,701,000	2,782,000	2,865,000	2,951,000	3,040,000	3,131,000
State-in-Lieu	928,822	841,922	733,499	735,000	757,000	780,000	803,000	827,000	852,000	878,000	904,000	931,000	959,000
Federal Assistance	7,370,304	2,200,000	2,200,000	4,700,000	4,900,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000	5,050,000
Federal CARES/ARPA		7,450,000	24,417,717										
State Assistance	1,247,940	3,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000	5,350,000
Miscellaneous	351,302	320,000	374,003	391,200	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Sale of Assets				1,000,000	600,000	600,000	600,000	600,000	600,000	600,000			
Interest	2,548,001	1,200,000	2,572,008	2,235,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	2,700,000	2,500,000	2,500,000
Transfer from Sus Serv Reserve								3,000,000	3,000,000	3,000,000	3,518,734	3,518,734	2,500,000
Total Non-Operating Revenue	\$69,720,440	\$71,920,425	\$93,512,034	\$75,637,680	\$79,247,000	\$82,582,000	\$85,924,000	\$92,432,000	\$96,113,000	\$99,376,000	\$103,648,734	\$107,703,734	\$111,150,000

Total Revenues	\$74,203,116	\$77,074,325	\$97,929,189	\$80,195,727	\$84,045,000	\$87,539,000	\$91,044,000	\$97,725,000	\$101,563,000	\$104,988,000	\$109,427,734	\$113,654,734	\$117,279,000
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Requirements	FY24 Actual	FY25 Budget	FY25 Estimated	FY26 Proposed	FY27 Forecast	FY28 Forecast	FY29 Forecast	FY30 Forecast	FY31 Forecast	FY32 Forecast	FY33 Forecast	FY34 Forecast	FY35 Forecast
Operating Requirements													
Personnel Services	43,577,118	51,987,902	59,976,576	57,262,704	60,246,091	63,384,912	66,687,266	70,161,673	73,817,096	77,662,967	81,709,207	85,966,257	90,445,099
Materials & Services	11,808,355	16,778,662	15,455,319	17,526,378	18,192,380	18,883,691	19,601,271	20,346,119	21,119,272	21,921,804	22,754,833	23,619,516	24,517,058
Insurance & Risk Services	2,303,857	2,280,058	2,402,223	2,896,671	2,983,571	3,073,078	3,165,271	3,260,229	3,358,036	3,458,777	3,562,540	3,669,416	3,779,499
Total Requirements	\$57,689,330	\$71,046,622	\$77,834,118	\$77,685,753	\$81,422,042	\$85,341,681	\$89,453,808	\$93,768,021	\$98,294,403	\$103,043,547	\$108,026,580	\$113,255,189	\$118,741,655

Requirements	FY24 Actual	FY25 Budget	FY25 Estimated	FY26 Proposed	FY27 Forecast	FY28 Forecast	FY29 Forecast	FY30 Forecast	FY31 Forecast	FY32 Forecast	FY33 Forecast	FY34 Forecast	FY35 Forecast
Transfers													
Transfer to Mobility Services	3,500,000	500,000	500,000	500,000	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	327,750	327,750	327,750	327,750	327,750	327,750	327,750	327,750	327,750	327,750	327,750
Transfer to Point2Point Fund	120,000	214,900	214,900	50,000									
Transfer to the Sus Serv Reserve	238,919	300,000	12,376,786	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000

Transfer to Capital Projects Fund	4,016,578	6,675,635	6,675,635	5,628,000	7,571,000	2,941,000	3,178,000	2,464,000	1,808,000	1,594,000	1,395,000	1,255,000	1,277,000
Total Transfers	\$8,203,247	\$8,018,285	\$20,095,071	\$6,805,750	\$8,698,750	\$4,068,750	\$4,305,750	\$3,591,750	\$2,935,750	\$2,721,750	\$2,522,750	\$2,382,750	\$2,404,750
Total Requirements & Transfers	\$65,892,577	\$79,064,907	\$97,929,189	\$84,491,503	\$90,120,792	\$89,410,431	\$93,759,558	\$97,359,771	\$101,230,153	\$105,765,297	\$110,549,330	\$115,637,939	\$121,146,405
Total Rev - Total Reqmts & Transfers	\$8,310,539	(\$1,990,582)	\$0	(\$4,295,776)	(\$6,075,792)	(\$1,871,431)	(\$2,715,558)	\$365,229	\$332,847	(\$777,297)	(\$1,121,596)	(\$1,983,205)	(\$3,867,405)
LRFP Forecasted Service (VRH)	223,169	236,191	236,191	262,306	276,854	279,400	279,400	279,400	279,400	279,400	279,400	279,400	279,400

General Fund Working Capital	FY24 Actual	FY25 Budget	FY25 Estimated	FY26 Proposed	FY27 Forecast	FY28 Forecast	FY29 Forecast	FY30 Forecast	FY31 Forecast	FY32 Forecast	FY33 Forecast	FY34 Forecast	FY35 Forecast
Gen Fund Beg. Working Capital	35,441,005	43,751,544	43,751,544	43,751,544	39,455,768	33,379,976	31,508,544	28,792,987	29,158,216	29,491,062	28,713,765	27,592,169	25,608,964
Gen Fund End. Wkg Capital	43,751,544	24,907,356	43,751,544	39,455,768	33,379,976	31,508,544	28,792,987	29,158,216	29,491,062	28,713,765	27,592,169	25,608,964	21,741,558
Less: Unapprop Ending Fund Balance (2 mos)	(9,614,888)	(11,841,104)	(11,305,686)	(12,947,626)	(13,570,340)	(14,223,614)	(14,908,968)	(15,628,003)	(16,382,401)	(17,173,925)	(18,004,430)	(18,875,865)	(19,790,276)
General Fund Unrestricted End. Working Capital	34,136,656	13,066,251	32,445,857	26,508,142	19,809,634	17,284,931	13,884,018	13,530,211	13,108,662	11,539,839	9,587,738	6,733,099	1,951,281

Sustainable Services Reserve	FY24 Actual	FY25 Budget	FY25 Estimated	FY26 Proposed	FY27 Forecast	FY28 Forecast	FY29 Forecast	FY30 Forecast	FY31 Forecast	FY32 Forecast	FY33 Forecast	FY34 Forecast	FY35 Forecast
Beginning Balance 7/1/202x	10,516,940	11,285,767	11,285,767	26,270,495	27,686,991	29,077,052	30,484,532	31,948,311	30,470,641	29,053,864	27,580,416	25,529,296	23,416,881
Interest Income	529,908	200,000	567,011	1,116,496	1,090,061	1,107,480	1,163,779	1,222,330	1,283,223	1,226,552	1,167,614	1,106,319	1,141,822
Transfers In	238,919	300,000	14,417,717	300,000	300,000	300,000	300,000	(2,700,000)	(2,700,000)	(2,700,000)	(3,218,734)	(3,218,734)	(2,200,000)
Ending Balance 6/30/202x	11,285,767	11,785,767	26,270,495	27,686,991	29,077,052	30,484,532	31,948,311	30,470,641	29,053,864	27,580,416	25,529,296	23,416,881	22,358,703



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Dave Roth, Director of Mobility
Planning and Policy

AIS Title: Strategic Planning Committee Fiscal
Year 26 Workplan

Action: Committee Approval

Agenda Item Summary:

The purpose of this item is to seek Lane Transit District (LTD) Board of Director's approval of the FY26 Strategic Planning Committee (SPC) Work Plan and to provide the Board with a brief report on FY25 meeting topics and activities.

Background

The SPC was established in 2016 through a re-chartering of the original EmX Steering Committee. In 2022, the SPC's purpose was expanded to encompass the work of the former Accessible Transportation Committee. As such, the purpose of the SPC is to provide LTD's Board with independent advice and recommendations on strategic planning issues in addition to deliberately considering service and project impacts to individuals with disabilities and older adults.

SPC agenda items are developed in coordination between LTD staff and the SPC Chair and Vice Chair. Key agenda items are aligned with an annual fiscal year SPC Work Plan approved by the Board. The Work Plan serves as a structured roadmap for SPC activities in support of their charge to advise the Board. The Work Plan provides an advanced look at future meeting agenda items related to LTD's major planning projects, initiatives, and programs. The Work Plan is a living document and is subject to change depending on factors such as project timing and progress and the need for Board recommendations on specific initiatives.

FY26 Work Plan

For FY26, the SPC will provide the Board with advice on at least three planning initiatives:

Long Range Mobility Plan "LTD Connect 2045"

This plan will establish a vision for the future of mobility in Lane County and will guide investments and development over the next 20 years. This extensive planning effort represents a significant milestone in LTD's commitment to providing sustainable, equitable, and accessible mobility solutions that meet the evolving needs of the community.

Lane Coordinated Human Services Plan Update

The Lane Coordinated Human Services Plan is a locally developed and federally required plan that aims



Lane Transit District Agenda Item Summary (AIS)

to improve mobility services for individuals with disabilities, older adults, and people with low incomes. It identifies mobility needs and strategies to meet those needs in addition to a prioritized list of services and programs for federal and state funding and implementation. Last updated in 2019, the upcoming project will be the first substantial rewriting of the plan since 2013.

Service Policy Update Anticipated to be a minor update, this project will update LTD's adopted Service Policy. The purpose of LTD's service policy is to define performance standards for the implementation and evaluation of fixed route transit service. Agencies such as LTD are required by the Federal Transit Administration to develop and maintain a service policy. Specific updates to the existing policy are based on findings from the System Review project, approved by LTD's Board in the Fall 2024.

In addition to major planning initiatives, other smaller-scale planning projects and relevant agenda items will be brought to SPC for discussion and feedback.

FY25 Meeting Topics and Activities

The SPC met five times over the course of FY2025. Members of the committee provided valuable insights on a range of topics and made specific recommendations to LTD's staff and Board on a number of key projects. These included LTD's System Review Final Recommendations, proposed new concepts to receive Statewide Transportation Improvement Fund (STIF) resources, Rural Pilot Service performance metrics, and development of the FY26 SPC Work Plan. Table 1 provides an overview of agenda items from each of the five SPC meetings held in FY25.

A major theme for SPC during FY25 was the building of knowledge around coordinated transportation and land use planning. LTD staff arranged for guest speakers and presentations from agency partners such as the Central Lane Metropolitan Planning Organization (CLMPO) and the cities of Eugene and Springfield to better prepare SPC members for the update to LTD's Long-Range Mobility Plan scheduled to begin in summer of 2025. LTD staff anticipate additional guest speakers representing rural and state agency partners and organizations in FY26.



Lane Transit District Agenda Item Summary (AIS)

Table 1: SPC FY25 Meeting Agenda Items

Meeting	Agenda Items
August 6, 2024	<ul style="list-style-type: none">•STIF Discretionary Projects•Business Performance Results•Anti-Trafficking Initiatives
October 1, 2024	<ul style="list-style-type: none">•ALICE Report•LTD System Review Final Plan•New STIF Concepts
January 21, 2025	<ul style="list-style-type: none">•Regional Transportation Plan (RTP) Update Briefing•Rural Services Pilot Project•SPC Work Plan
March 4, 2025	<ul style="list-style-type: none">•Springfield Transportation and Land Use Briefing•Rural Services Pilot Update•Legislative Updates•LTD Community Investment Plan Briefing•SPC Work Plan
May 6, 2025	<ul style="list-style-type: none">•Eugene Transportation and Land Use Briefing•Downtown Eugene Circulator Pilot•Rural Services Pilot Performance Measures•FY26 SPC Work Plan

Attachments: Presentation: SPC FY25 Annual Report and FY26 Work Plan

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to approve the Fiscal Year 2026 Work Plan for the Strategic Planning Committee as presented.



Lane Transit District Agenda Item Summary (AIS)

Prepared By: John Ahlen, Mobility Services Manager

Contract Title: LTD Connector and LTD Rural Shuttle Pilot

Contract No.: 20250059

Grant No: STIF Formula Funds, STIF Discretionary Funds, and Section 5311 Funds

Entering into a Contract: ☒

Contract Amendment: ☐

Approved by Procurement: ☒

Action: Adoption of Resolution No. 2025-06-18-26; authorizing the Chief Executive Officer (CEO) to enter into a contract with Direct Medical Transport for the purpose of operating the LTD Connector and the LTD Rural Shuttle Pilot.

Agenda Item Summary: On March 19, 2025, LTD issued a Request for Proposal (RFP) that solicited proposals from qualified firms that will apply proven and innovative approaches to operating the LTD Cottage Grove Connector and the LTD Rural Shuttle Pilot. Proposals were evaluated by a committee against the following criteria posted in the RFP:

- (1) Solution Approach and Quality (35 possible points);
- (2) Project Understanding and Capacity (25 possible points);
- (3) Experience and Past Performance (25 possible points); and
- (4) Proposed Pricing (15 possible points).

LTD received five responses to this RFP by the proposal due date of April 23, 2025. LTD's Procurement Department reviewed the proposals for responsiveness according to the standards outlined in the RFP, and all proposals were deemed complete and responsive and responsible. The Evaluation Committee reviewed the proposals, selected three finalists based on proposal scoring, and conducted interviews with two proposers. The third proposer was unable to present their proposal and therefore, removed from consideration. Proposer Interview presentations were evaluated by the same committee against the following criteria (see table below) posted in the RFP:

- (1) Cottage Grove Connector and Rural Shuttle Pilot Administration (20 points); and
- (2) Cottage Grove Connector and Rural Shuttle Pilot Operations (30 points).

Following the Evaluation Committee's scoring against the RFP criteria, the recommendation to the Board is to approve the above action for LTD to contract with Direct Medical Transportation Inc., for the identified services.



Lane Transit District Agenda Item Summary (AIS)

RFP 20250059 FINAL PROPOSAL SUMMARY SCORING				
PROPOSER	FINAL PROPOSAL EVALUATION SCORE (100 Possible Points)	FINAL PRESENTATION EVALUATION SCORE (50 Possible Points)	FINAL EVALUATION SCORE TOTALS (150 Possible Points)	TOTAL ANNUAL PRICE PROPOSED (per year)
Direct Medical Transportation Inc.	83.33	47.17	130.50	\$931,538.00
South Lane Wheels	88.87	38.50	127.37	\$1,099,995.90

The total contract value budgeted for two years is \$2,060,000. This contract is funded through both Discretionary and Formula Statewide Transportation Improvement Funds (STIF), and Section 5311 grant funds for rural areas.

Attachments: Resolution

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move adoption of Resolution No. 2025-06-18-26; authorizing the Chief Executive Officer (CEO) to enter into a contract with Direct Medical Transport.



RESOLUTION NO. 2025-06-18-20

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH DIRECT MEDICAL
TRANSPORTATION INC., FOR THE PURPOSE OF OPERATING
THE LTD COTTAGE GROVE CONNECTOR AND THE LTD RURAL SHUTTLE PILOT**

WHEREAS, Lane Transit District (LTD) is in need of services to operate both LTD's Cottage Grove Connector and LTD's Rural Shuttle Pilot;

WHEREAS, LTD's Fiscal Year 2025-2026 Budget includes the Statewide Transportation Improvement Fund Formula and Discretionary Programs and Section 5311 Rural Areas grant funding;

WHEREAS, the Oregon Public Contracting Code and the LTD Procurement Policy require that all contracts for goods, services, or public improvement projects be based upon competitive bids or proposals, unless an exception applies;

WHEREAS, LTD followed the competitive RFP process, pursuant to the requirements of the Oregon Public Contracting Code, Oregon Administrative Rules Ch. 137, Divisions 46-49, and LTD's Procurement Policy, as well as any Federal Transit Administration requirements, as applicable;

WHEREAS, pursuant to LTD resolution No. 2025-06-18-20, LTD's Board of Directors is the LTD Contract Review Board and is required to authorize all contracts that exceed \$250,000;

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 Direct Medical Transportation Services, Inc., for the purpose of operating the LTD Cottage Grove Connector and the LTD Rural Shuttle Pilot in an amount not to exceed \$2,060,000 and (b) as needed, execute amendments to the contract not to exceed a cumulative total of \$250,000.

**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18TH DAY OF JUNE,
2024.**

Gino Grimaldi, Board President



Lane Transit District Agenda Item Summary (AIS)

Presented By: Todd R. Smith, Project Manager

Contract Title: Operation Command Center

Contract No.: 2022-25

Grant No: OR-2023-038 & 1738-2024-02

Entering into a Contract: ☐

Contract Amendment: ☒

Approved by Procurement: ☒

Action: Adoption of Resolution No. 2025-06-18-21 authorizing the Chief Executive Officer (CEO) to enter into a Contract Amendment with Fortis Construction, Inc. for the purpose of a Guaranteed Maximum Price (GMP) for construction of the Operation Command Center (OCC) Addition/Renovation and the Glenwood Administration Roof Replacement.

Agenda Item Summary:

Background

The OCC and Glenwood Administration Roof Replacement projects have been planned, designed, and constructed as a unified effort due to their interconnected nature within Lane Transit District's (LTD) Administration Building. The OCC project has a total budget of \$12,780,000, and the Glenwood Administration Roof Replacement is budgeted at \$1,900,000, resulting in a combined total of \$14,680,000. For the purposes of this Agenda Item Summary (AIS), the combined effort is referred to as the OCC project.

Contract 2022-25: Fortis Construction

LTD requested competitive proposals via Request for Proposal for CM/GC services on June 20, 2022. Fortis Construction was awarded Contract No. 2022-25 through competitive solicitation process, evaluation, and Board Approval. On August 21, 2024, Resolution No. 2024-08-21-025 authorized the CEO to enter into a contract with Fortis Construction for a Guaranteed Maximum Price (GMP) of \$10,749,265, with an additional \$249,999 in amendment authority, establishing a maximum potential contract value of \$11,009,264. To date, three contract amendments have increased the contract value to \$11,002,211, leaving \$7,153 in available amendment authority.

Amendment Summary

- **Amendment One** – Included additional work based on city review comments, adjustments to construction access for improved safety, and construction of a built-on-site workstation for temporary Operations offices.
- **Amendment Two** – Addressed deficiencies in the existing electrical infrastructure by adding new underground electrical lines between the Fleet and Administration buildings.
- **Amendment Three** – Included the originally planned security scope with minor updates, coordinated with other subcontractor activities. It also covered temporary workspace



Lane Transit District Agenda Item Summary (AIS)

relocations, resolution of unforeseen conditions discovered during demolition, LTD-requested functional enhancements, and new fire alarm installations on the west side of the building.

Amendment Four

LTD staff recommends approval of Amendment Four in the amount of \$500,000. This amendment will:

- Fund the construction of a trash enclosure required by the City of Springfield.
- Support the installation of a maintenance and emergency access driveway between the bus lot and the Administration Building parking lot.
- Reintroduce previously scoped technology items that were temporarily removed to allow for further development, ensuring alignment with current standards and avoiding the cost of future change orders.
- Establish an additional contingency fund to cover any remaining unforeseen conditions, which is although less likely as the project nears 60% completion, may still arise.

With Amendment Four, the project remains on budget and on track for substantial completion by October 15, 2025.

Attachments: Resolution No. 2025-06-18-21

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to adopt Resolution No. 2025-06-18-21, authorizing the Chief Executive Officer to enter into a contract amendment with Fortis Construction for the purpose of construction for the Operations Command Center (OCC) trash enclosure, access drive, and technology.



RESOLUTION NO. 2025-06-18-21

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT AMENDMENT
WITH FORTIS CONSTRUCTION FOR THE PURPOSE OF CONSTRUCTION FOR THE OPERATIONS
COMMAND CENTER (OCC) TRASH ENCLOSURE, ACCESS DRIVE, AND TECHNOLOGY.**

WHEREAS, Lane Transit District (LTD) entered into contract with Fortis Construction pursuant to the requirements of the Oregon Public Contracting Code, Oregon Administrative Rules Ch. 137, Divisions 46-49, and LTD's Procurement Policy, as well as any Federal Transit Administration requirements, as applicable, on October 12, 2023 resulting in Contract #2022-25-OCC Fortis Construction for the Construction of the Operations Command Center (OCC) and Glenwood Roof Replacement.

WHEREAS, Resolution No. 2024-08-21-025 authorized the Chief Executive Officer to enter into a contract with Fortis Construction with a Guaranteed Maximum Price (GMP) amount of \$10,749,265.00 and with \$249,999 in amendment authority;

WHEREAS, the contract was executed at an GMP of \$10,548,299 following negotiation;

WHEREAS, Amendment One increased the GMP amount by \$65,477 to a total of \$10,613,776.00;

WHEREAS, Amendment Two increased the GMP amount by \$130,137 to a total of \$10,743,913.00;

WHEREAS, Amendment Three increased the GMP amount by \$258,198 to a total of \$11,002,111.00;

WHEREAS, OAR 137-049-0910 (4) provides that LTD may amend a contract without additional competition if the amendment is within the general scope of the original Procurement, the field of competition and contractor selection would not likely have been affected by the modification, and the amendment is consistent with applicable legal requirements;

WHEREAS, the City of Springfield requires additional construction features for LTD to qualify for certain permitting on this project;

WHEREAS, the field of competition and Contractor selection would not likely have been affected by this contract modification;

WHEREAS, the change contemplated by this Amendment falls within the scope of the original Request for Proposals;

WHEREAS, Amendment Four will increase the Contract value by \$500,000.00 to cover the construction of a trash enclosure, an access driveway, the inclusion of budgeted technology scopes of work identified for incorporation at this time to ensure the use of the most current technology;



WHEREAS, pursuant to LTD Resolution No. 2025-06-18-21, the LTD Board of Directors is the LTD Contract Review Board and delegated to the Chief Executive Officer the authority and responsibility to approve and execute contract amendments and change orders that do not exceed \$250,000 or twenty percent (20%) of the initial contract, whichever is less.

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

The Chief Executive Officer, or designee, is hereby authorized to: (a) negotiate and enter into a contract amendment with Fortis Construction for the purpose of construction for Trash Enclosure, Access Driveway, and Technology in an amount not to exceed \$ 500,000.00; (b) increase the contract GMP to \$11,502,111.00 and (c) as needed, execute further amendments to the contract not to exceed a cumulative total of \$100,000.00 (20% of this contract amendment).

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18TH DAY OF JUNE, 2025.

Gino Grimaldi, Board President



Lane Transit District Proposed FISCAL YEAR 2025-2026 Budget

Prepared By: Pamela Strutz, Director of
Finance and Budget Officer

AIS Title: Proposed Fiscal Year 2025-2026 Budget

Action Requested: Adoption

The annual budget reflects the authorized amount Lane Transit District (LTD) can spend during the specific 12-month period beginning every July 1 and ending June 30. The annual budget is guided by LTD's vision to create a more connected, sustainable, and equitable community. As a result, it reflects all five of LTD's strategic areas of focus.

In accordance with ORS 294.408, LTD's Board of Directors must adopt a budget for each of its six funds by the close of the current fiscal year. For LTD, the fiscal year ends on June 30, 2025. Oregon Budget Law (ORS 294.305 to 294.565) is designed to encourage citizen involvement in the budget process. LTD achieves this by: 1) vetting the budget through a Budget Committee comprised of all seven 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 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 FY2025-2026 Budget was posted for public comment on Friday, April 18, 2025. The Budget Committee questioned, reviewed, approved, and forwarded a recommendation to the Board to adopt the FY2025-2026 Budget as presented on April 29, 2025. A financial summary and Notice of the Budget Hearing (form LB-1) was published on May 13, 2025 in accordance with ORS 294.438. A Public Hearing was held on May 21, 2025. LTD 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 April 29, 2025 Budget Committee meeting is posted LTD.org and provides the basis for the Public Hearing.

The Proposed Fiscal Year 2025-2026 Budget is as follows:

ALL FUNDS – RESOURCES AND REQUIREMENTS		
	Adopted Budget	Approved Budget
	This Year 2024-2025	Next Year 2025-2026
Beginning Fund Balance/Net Working Capital	\$60,611,651	\$89,194,765



Lane Transit District Proposed FISCAL YEAR 2025-2026 Budget

Fees, Licenses, Permits, Fines, Assessments & Other Services Charges	62,884,325	66,849,347
Federal, State and all Other Grants, Gifts, Allocations and Donations	75,165,199	70,252,836
Interfund Transfers/Internal Service Reimbursements	8,018,285	6,805,750
All Other Resources Except Current Year Property Taxes	1,720,000	4,724,943
Total Resources	\$208,399,460	\$237,827,641
Personnel Services	\$51,987,902	\$57,262,704
Materials and Services	52,631,584	56,415,299
Capital Outlay	36,640,620	31,096,336
Interfund Transfers	8,018,285	6,805,750
Contingencies	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	59,121,069	86,247,552
Total Requirements	\$208,399,460	\$237,827,641

Staff recommends the Board adopt the proposed FY2025-2026 as presented. The budget must be adopted by June 30, 2025

Alternatives:

- The Board may adopt the proposed FY2025-2026 Budget as presented or amend the Budget (within legal limitations) and adopt the amended Budget.

Next Steps: Once adopted, the FY2025-2026 Budget will be filed with the State of Oregon, as required by Oregon Budget Law. The new budget will become the FY2025-2026 business plan beginning July 1, 2025. The FY2025-2026 Budget will be sent to the State of Oregon Department of Revenue and posted to the LTD website.



Lane Transit District Proposed FISCAL YEAR 2025-2026 Budget

Attachments:

- 1) Proposed FY2025-2026 Budget
- 2) Resolution No. 2025-06-18-22

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to adopt Resolution No. 2025-06-18-22, adopting the Fiscal Year 2025–2026 Budget with appropriations.



Lane Transit District

Proposed Budget

FY 2025 – 2026



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Budget Message

The public transportation industry continues to face a myriad of challenges. This ranges from the changing priorities of a new federal administration, to funding shortages and workforce gaps. However, Lane Transit District has a strong financial base. Though not immune to the aforementioned challenges, LTD's fiscal year 2025-2026 budget is the result of careful financial planning over the last 10 years. This budget contains the expansion of State Transportation Improvement Fund (STIF) projects, as well as investment in LTD's capital projects. Finally, LTD's deep financial reserve is managed in order to support the District far into the future.

Operating Budget

A small increase in fare revenue of 1.2% is anticipated over the current year due to a projection that ridership will remain flat. Revenue hours and revenue miles will increase, so this number is conservative. Factors driving the stagnant ridership include the continued popularity of the remote workforce, safety concerns about LTD's system, and competition from third parties.

In FY18-19, fares generated \$4.5 million, or 9.8% of LTD's general fund operating requirements. For FY25-26, fares are projected at \$4.4 million, or 5.7% of LTD's general fund operating requirements. Fares are approaching pre-pandemic levels, but LTD's costs have increased. This means fares are a steadily declining portion of LTD's support. Fare validators are being installed on LTD's EmX fleet, which should lead to an increase in fare collection for the majority of next year.

Payroll-type taxes are the single greatest source of revenue for LTD's General Fund. In FY25-26, payroll taxes are budgeted to increase 6% from last year's adopted budget. Finance Department staff were conservatively cautious in budgeting for these taxes in the three years post-pandemic because of the predicted impacts now becoming reality. LTD is returning to a wage-based economic forecasting model for payroll tax growth. The FY25-26 budget for payroll taxes aligns with both LTD's historical increases and forecasts from the Oregon State Office of Economic Forecasting for wage and employment in the Lane County area.

Federal and state assistance includes funding for operations costs. It is specifically targeted to cover increased Personnel costs associated with hiring and retaining bus operators, mechanics, and public safety officers, as well as the impact on staffing levels from Oregon Paid Leave. While LTD has used federal dollars to fund operations in the past, the amount has more than doubled from \$2.2 million (FY24 and FY25) to \$4.7 million. The use of STIF-Formula funds was new in FY24-25, and is included in the upcoming STIF budget for the next biennium. This money is used for activities that increase services like recruitment and training.

The top challenge in this budget is keeping pace with cost increases. LTD has an Operations hiring goal again this year. Open positions as of March 2025 included sixteen bus operators, nine public safety officers and five journeyman mechanics. Three operator supervisors are also budgeted for. Bargaining unit agreements have been completed with IT, Public Safety, and Facilities this year. The Operations unit contract continues through June 30, 2026. Wage scale increases for each contract varies, and are within the range of 2.5-5%.

On the Administrative side, a 3% Cost-of-Living Adjustment (COLA) and up to 3% in performance adjustments are budgeted. A recently completed market rate and benefits survey may result in additional adjustments.

For benefits, all rates remained stable except for Medical insurance, where there is an estimated 7% increase. This is the maximum set in the bargaining agreement. There is an increase in the discretionary retirement plan defined contribution rate from a rate based on years of service to a flat 10% for all participants. Market research demonstrated LTD's current scale of 4.5% to 9% over 1 to 15 years of service was out of alignment with other similar benefit plans in the area. This change will cost approximately \$421,000 in FY25-26. This change is proposed in the budget and has not been adopted by LTD's Board of Directors yet.

Materials and Service costs increased 4% over FY24-25. Actual spending in FY23-24 was below budget, and the same is predicted for this year. Two years ago, the budget was increased substantially to account for the impact of high inflation and supply chain issues – this should be enough to provide a cushion for possible tariff increases. LTD has worked to consolidate technology and office supply purchases in order to better track those materials.

LTD has made some progress on mitigating the steep increases in property and liability insurance premiums by participating in the [Special Districts of Oregon \(SDAO\) Best Practices program](#). LTD gets up to 10% off of our insurance renewal by completing specific trainings and tasks. The savings from this program in 2025 was \$56,380.

The other large cost increase is LTD's Paid Leave Oregon (PLO) contract costs. A benefits company is paid to manage and pay out LTD's PLO benefits. In the first year of the contract, the cost was about \$300,000. Expected cost for FY24-25 is \$517,210, and \$672,000 is budgeted for next year.

Federal rescue and relief funding provided a lifeline that helped address revenue-to-expenditure gaps. As of FY24-25 year-end, LTD will have drawn down all of the funds from pandemic-era legislation. LTD has adjusted its use of STIF to better align with increased costs for ADA metro and rural services. This will help offset the end of federal funds by reducing the transfer from General Fund to the ADA services and should provide ADA operations support in the future.

Conclusion

While we recognize the challenges facing public transit, LTD looks forward to forging a new financial future the region's mobility manager that continues to connect the community safely, reliably, and sustainably.

The proposed FY25-26 budget is a foundation to LTD's vision of creating a service that speaks to our Core Values of respect, integrity, innovation, equity, safety, and collaboration. We are grateful to LTD's Board of Directors, the Budget Committee, and District staff for their continued commitment to public service. LTD is a trailblazer in public transit and this is due to the Board's strong leadership, as well as LTD's advisory bodies, partners, taxpayers, and riders.

Sincerely,

Pamela Strutz, Director of Finance

Julie Lindsey, Chief Financial Officer

Annual Budget Calendar

August

- Previous year's performance analysis begins.
- Preparation of materials for independent audit begins.
- Budget calendar for coming fiscal year prepared.

September/October

- Previous year's performance analysis completed. Materials for independent audit prepared.
- Independent audit of previous fiscal year's financial activity begins. New federal fiscal year begins.
- Fiscal year service, fare, and structural change discussions.

November

- Annual Report prepared for previous fiscal year.

December

- Budget forms are prepped for new budget and new year is opened in ERP and initial budget projection scenario is created.

January/February

- Department heads review YTD financial results and prepare SWOT analysis.
- Current fiscal year mid-year revenue and expenditure projections begin. New fiscal year revenue and expenditure projections begin.
- Annual Report with report of independent auditor presented to Board of Directors. Key issues from auditor's report reviewed with Board.
- Department heads meet with Chiefs to go over SWOT.

March/April

- Mid-year revenue and expenditure projections completed.
- Public notice of budget committee meeting published, proposed new fiscal year budget completed and released for public comment.

May/June

- Budget Committee meets to discuss the Proposed Budget and make changes.
- Budget Committee approves Budget and sends to the Board for adoption.
- Financial Summary and notice of Budget Hearing published.
- Public hearing at Board of Directors meeting.
- Board adopts Budget for the new fiscal year that begins July 1.
- New fiscal year's Adopted Budget filed with the State.

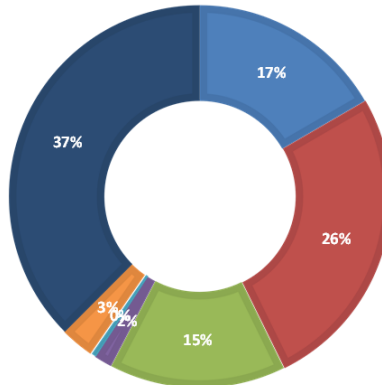
July

- Preliminary year-end financial report for year ended June 30 to the Board of Directors.

Budget Highlights

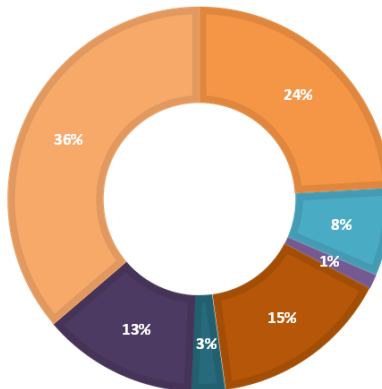
TOTAL REVENUE: \$237.8 MILLION

Operating Revenue: \$39,622,547	Payroll-Type Tax Revenue: \$61,961,480
Grant Revenue: \$35,518,156	Other Revenue: \$3,724,943
Proceeds from Sale of Assets: 1,000,000	Transfers: \$6,805,750
Working Capital Resources/Reserves: \$89,194,765	



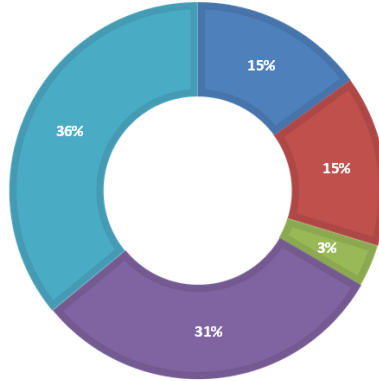
TOTAL EXPENDITURES: \$237.8 MILLION

Personnel Services: \$57,262,704	Materials & Services: \$17,526,378
Insurance & Risk Services: \$2,896,671	Non-Fixed Route Services: \$35,992,250
Transfers: \$6,805,750	Capital Fund Investments: \$31,096,336
Reserves & Restricted Funds: \$86,247,552	



TOTAL RESERVES & RESTRICTED FUNDS: \$86.2 MILLION

■ Cash Flow Operating Reserve: \$12,947,625 ■ Sustainable Services Reserve: \$ 12,684,510
■ Capital Restricted by Source: \$3,150,528 ■ Unrestricted Working Capital: \$26,457,962
■ Capital Restricted for Grant Match: \$31,006,926



Budget Committee Members

LTD's Budget Committee is comprised of fourteen members: seven Board members and seven appointed members who live within the LTD service area. All members of the Committee have equal authority.

Each Board member may appoint one member to the Committee so long as the member resides within LTD's service area, regardless of whether the member resides within that Board member's sub-district. Board members serve on the Budget Committee throughout the duration of their four-year staggered terms. Appointed Committee members may be reappointed for additional terms at the discretion of the LTD Board of Directors.

Board Members:

- District 1 – Gino Grimaldi – Term Expiration 12/31/2025
- District 2 – Michelle Webber – Term Expiration 12/31/2028
- District 3 – Heather Murphy – Term Expiration 12/31/2026
- District 4 – Kelly Sutherland – Term Expiration 12/31/2026
- District 5 – Pete Knox – Term Expiration 12/31/2025
- District 6 – Lawrence Green – Term Expiration 12/31/2026
- District 7 – Susan Cox – Term Expiration 12/31/2028

Budget Committee Members:

- District 1 – Steven Wheeler – Term Expiration 12/31/2028
- District 2 – Carl Yeh – Term Expiration 12/31/2025
- District 3 – Charles Conrad – Term Expiration 12/21/2028
- District 4 – Darwin Fowler – Term Expiration 12/31/2025
- District 5 – Gary Wildish – Term Expiration 12/31/2028
- District 6 – Jason Williams – Term Expiration 12/31/2028
- District 7 – Linda Lynch – Term Expiration 12/31/2026

Proposed Budget

Budget Summary

District Wide Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percent Change
Operating Revenues	\$20,257,664	\$22,585,572	\$37,684,114	\$39,622,547	\$1,938,433	5%
Cash Fares & Passes	2,472,344	2,321,033	2,839,500	2,467,065	(\$372,435)	-13%
Group Passes	1,889,271	2,019,126	2,137,000	1,959,760	(\$177,240)	-8%
Advertising	0	0	50,000	0	(\$50,000)	-100%
Special Services	31,300	142,517	127,400	131,222	\$3,822	3%
AS, P2P & MC	15,864,749	18,102,896	32,530,214	35,064,500	\$2,534,286	8%
Nonoperating Revenues	\$92,621,956	\$87,916,611	\$102,085,410	\$102,204,579	\$119,169	0%
Payroll Taxes	49,019,822	54,857,787	53,873,247	58,826,480	\$4,953,233	9%
Self-employment Taxes	2,434,645	2,416,284	2,685,256	2,400,000	(\$285,256)	-11%
State-in-Lieu	521,887	928,822	841,922	735,000	(\$106,922)	-13%
Federal Assistance	32,886,276	18,984,126	36,636,987	24,333,485	(\$12,303,502)	-34%
State Assistance	5,786,446	6,763,346	6,327,998	11,184,671	\$4,856,673	77%
Local Assistance	0	0	0	0	\$0	0%
Miscellaneous	367,444	319,502	320,000	391,200	\$71,200	22%
Interest	1,605,436	3,646,744	1,400,000	3,333,743	\$1,933,743	138%
Proceeds from sale of asset	0	0	0	1,000,000	1,000,000	100%
Total Revenues	\$112,879,620	\$110,502,183	\$139,769,524	\$141,827,126	\$2,057,602	1%
Working Capital Resources/Reserves	\$81,636,344	\$89,194,765	\$71,687,321	\$89,194,765	\$17,507,444	24%
General Fund	35,424,296	43,751,544	24,907,356	43,751,544	\$18,844,188	76%
Mobility Services Fund	2,649,255	2,649,255	2,464,216	2,649,255	\$185,039	8%
Medicaid Fund	196,697	196,697	508,064	196,697	(\$311,367)	-61%
Point2point Fund	304,576	304,576	297,289	304,576	\$7,287	2%
Capital Fund	31,006,926	31,006,926	32,993,456	31,006,926	(\$1,986,530)	-6%
Sustainable Services Reserve Fund	12,054,594	11,285,767	10,516,940	11,285,767	\$768,827	7%
Interfund Transfers	\$22,980,990	\$8,203,247	\$8,018,285	\$6,805,750	(\$1,212,535)	-15%
Total Resources with Beginning Working Capital	\$217,496,954	\$207,900,195	219,475,130	237,827,641	\$18,352,511	8%

District Wide Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percent Change
Operating Requirements	\$73,198,513	\$79,932,635	\$104,619,486	\$113,678,003	\$9,058,517	9%
Personnel Services	40,112,529	43,577,118	51,987,902	57,262,704	\$5,274,802	10%
Materials & Services	11,880,870	11,808,355	16,778,662	17,526,378	\$747,716	4%
Insurance & Risk Services	1,380,383	2,303,857	2,280,058	2,896,671	\$616,613	27%
Mobility Services	6,556,602	7,750,873	14,893,989	16,318,716	\$1,424,727	10%
Medicaid	12,978,739	14,043,963	17,979,000	19,410,269	\$1,431,269	8%
P2P	289,390	448,469	699,875	263,265	(\$436,610)	-62%
Capital Fund Investments	\$23,249,761	\$40,768,294	\$36,640,620	\$31,096,336	(\$5,544,284)	-15%
Transfers	\$22,980,990	\$8,203,247	\$8,018,285	\$6,805,750	(\$1,212,535)	-15%
Transfer to Specialized Services Fund	2,900,000	3,500,000	500,000	500,000	\$0	0%
Transfer to Medicaid Fund	327,750	327,750	327,750	327,750	\$0	0%
Transfer to Point2point Fund	280,655	120,000	214,900	50,000	(\$164,900)	-77%
Transfer to the Sustainable Services Reserve Fund	10,348,740	238,919	300,000	300,000	\$0	0%
Transfer to Capital Projects Fund	9,123,845	4,016,578	6,675,635	5,628,000	(\$1,047,635)	-16%
Reserves & Restricted Funds	\$80,098,690	\$89,194,765	\$70,196,739	\$86,247,552	\$16,050,813	23%
Cash Flow Operating reserve	8,895,630	9,614,888	11,841,104	12,947,626	\$1,106,522	9%
Sustainable Services Reserve	10,516,940	11,285,767	10,516,940	12,684,510	\$2,167,570	21%
Unrestricted working capital	26,528,666	34,136,656	11,575,670	26,457,962	\$14,882,292	129%
Capital restricted for by source	2,845,952	3,150,528	2,972,280	3,150,528	\$178,248	6%
Capital restricted for grant match	31,311,502	31,006,926	33,290,745	31,006,926	(\$2,283,819)	-7%
Total Requirements	\$199,527,954	\$207,900,195	219,475,130	237,827,641	\$18,352,511	8%

General Fund

Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Revenues	\$4,392,915	\$4,482,676	\$5,153,900	\$4,558,047	(\$595,853)	-12%
Cash Fares & Passes	2,472,344	2,321,033	2,839,500	2,467,065	(372,435)	-13%
Group Passes	1,889,271	2,019,126	2,137,000	1,959,760	(177,240)	-8%
Advertising		0	50,000	0	(50,000)	-100%
Event Services	31,300	142,517	127,400	131,222	3,822	3%
Nonoperating Revenues	\$69,761,203	\$69,720,440	\$71,920,425	\$75,637,680	\$3,717,255	5%
Payroll Taxes	49,019,822	54,857,787	53,873,247	58,826,480	4,953,233	9%
Self-employment Taxes	2,434,645	2,416,284	2,685,256	2,400,000	(285,256)	-11%
State-in-Lieu	521,887	928,822	841,922	735,000	(106,922)	-13%
Federal Assistance	14,811,345	7,370,304	9,650,000	4,700,000	(4,950,000)	-51%
State Assistance	1,168,824	1,247,940	3,350,000	5,350,000	2,000,000	60%
Miscellaneous	399,244	351,302	320,000	391,200	71,200	22%
Interest	1,405,436	2,548,001	1,200,000	2,235,000	1,035,000	86%
Proceeds from sale of asset	0	0	0	1,000,000	1,000,000	100%
Total Revenues	\$74,154,118	\$74,203,116	\$77,074,325	\$80,195,727	\$3,121,402	4%
Other Resources						
Working capital from prior years			13,831,686	17,243,402	3,411,716	25%
Total Resources	\$74,154,118	\$74,203,116	\$90,906,011	\$97,439,129	\$6,533,118	7.2%

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Expenses	\$53,373,782	\$57,689,330	\$71,046,622	\$77,685,753	\$6,639,131	9%
Personnel Services	40,112,529	43,577,118	51,987,902	57,262,704	5,274,802	10%
Materials & Services	11,880,870	11,808,355	16,778,662	17,526,378	747,716	4%
Insurance & Risk Services	1,380,383	2,303,857	2,280,058	2,896,671	616,613	27%
Operating Contingency	0	0	0	0	0	0%
Transfers	\$22,980,990	\$8,203,247	\$8,018,285	\$6,805,750	(\$1,212,535)	-15%
Transfer to Special Services Fund	2,900,000	3,500,000	500,000	500,000	0	0%
Transfer to Medicaid Fund	327,750	327,750	327,750	327,750	0	0%
Transfer to Point2point Fund	280,655	120,000	214,900	50,000	(164,900)	-77%
Transfer to Sustainable Services Reserve	10,348,740	238,919	300,000	300,000	0	0%
Transfer to Capital Projects Fund	9,123,845	4,016,578	6,675,635	5,628,000	(1,047,635)	-16%
Total Expense and Transfers	\$76,354,772	\$65,892,577	\$79,064,907	\$84,491,503	\$5,426,596	7%
Reserves						
Cash Flow Reserve (historically 2 months of operating)			11,841,104	12,947,626	1,106,522	9%
Total Requirements	\$76,354,772	\$65,892,577	\$90,906,011	\$97,439,129	\$6,533,118	7.2%

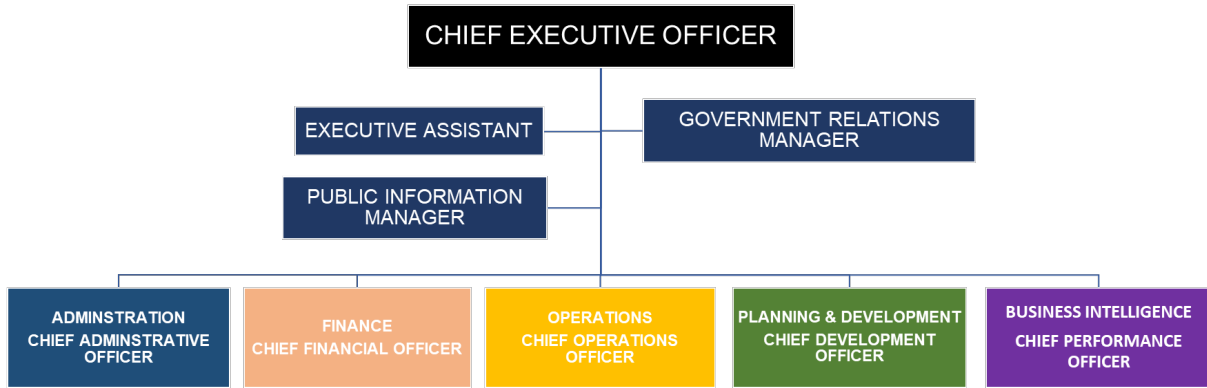
Organization Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	40,115,064	43,583,918	51,927,902	57,262,704	5,334,802	10%
Materials & Services	11,877,770	11,801,556	16,838,662	17,526,378	687,716	4%
Insurance & Risk	1,380,383	2,303,857	2,280,058	2,896,671	616,613	27%
Total Requirements	\$53,373,217	\$57,689,331	\$71,046,622	\$77,685,753	\$6,639,131	9%

Personnel Profile	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Executive Office				
Executive Office	9.25	10	0.75	8.11%
Chief Administration Officer (CAO)				
Marketing	7.75	10	2.25	29.03%
Human Resources & Risk Management	9	4	-5	-55.56%
Compliance	3	6	3	100.00%
Chief Financial Officer (CFO)				
Finance	7	8	1	14.29%
Grant Analyst	1	1	0	0.00%
Materials Management	6	6	0	0.00%
Procurement	4	3	-1	-25.00%
Chief Performance Officer (CPO)				
Business Intelligence	2	3	1	50.00%
Information Technology & Intelligent Transportation Systems (ITS)	10.75	11	0.25	2.33%
Intelligent Transportation Systems	2	3	1	50.00%
Chief Operations Officer (COO)				
Mobility Services	5	6.5	1.5	30.00%
Customer Services	7	9	2	28.57%
Transit Operations	236	241	5	2.12%
Public Safety	27	27	0	0.00%
Fleet Management	47	49	2	4.26%
Chief Development Officer (CDO)				
Service Planning	6	6	0	0.00%
Facilities	12	14	2	16.67%

Executive Office Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	1,109,605	1,804,115	2,064,132	2,253,794	189,662	9.19%
Materials & Services	387,935	424,666	511,835	805,194	293,359	57.32%
Total Requirements	\$1,497,540	\$2,228,781	\$2,575,967	\$3,058,988	\$483,021	18.75%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY24 Budget	Percentage Change
Executive Office	9.25	10	0.75	8.11%

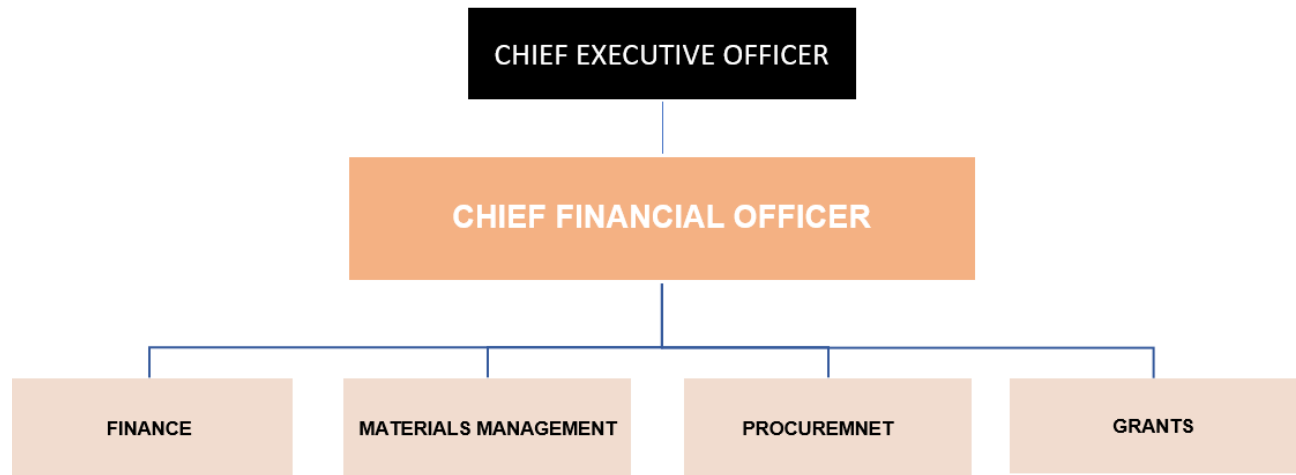
Administration Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	2,034,647	2,084,662	5,787,903	7,013,263	1,225,360	21%
Materials & Services	1,087,967	1,492,079	1,986,462	1,759,152	(227,310)	-11%
Insurance & Risk Services	1,380,383	2,303,858	2,280,058	2,896,671	616,613	27%
Total Requirements	\$4,502,997	\$5,880,599	\$10,054,423	\$11,669,086	\$1,614,663	16%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY25 Budget	Percentage Change
Marketing	7.75	10	2.25	29.03%
Human Resources & Risk Management	9	4	-5	-55.56%
Compliance	3	6	3	100.00%

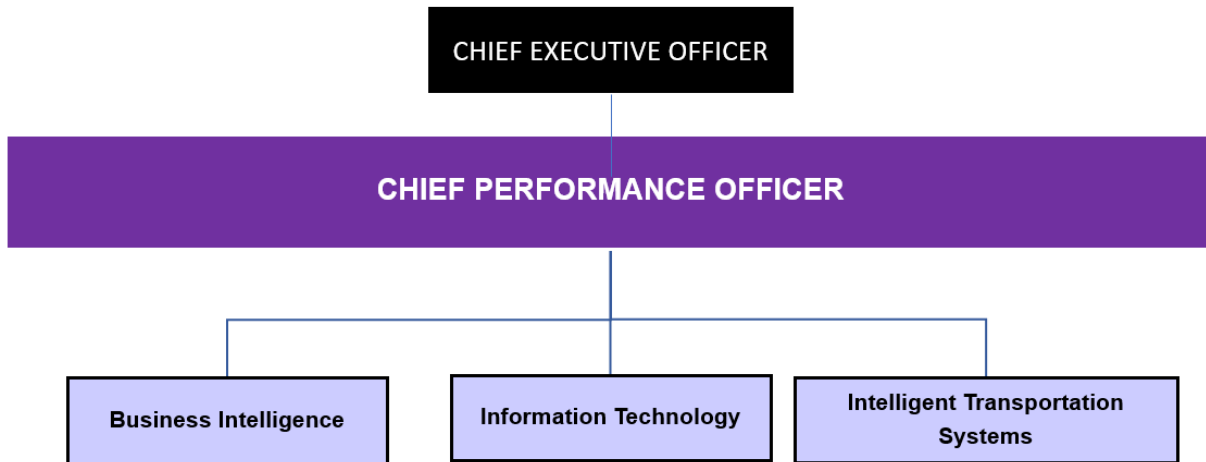
Finance Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	2,487,365	2,537,315	2,301,946	2,347,158	45,212	2%
Materials & Services	5,985,063	5,110,740	7,050,143	7,293,870	243,727	3%
Total Requirements	\$8,472,428	\$7,648,055	\$9,352,089	\$9,641,028	\$288,939	3%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY25 Budget	Percentage Change
Finance	7	8	1	14.29%
Grant Analyst	1	1	0	0.00%
Materials Management	6	6	0	0.00%
Procurement	4	3	-1	-25.00%

Business Intelligence Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	1,072,174	1,255,163	2,034,211	2,778,783	744,572	37%
Materials & Services	1,958,695	2,215,051	3,482,196	3,773,031	290,835	8%
Total Requirements	\$3,030,869	\$3,470,214	\$5,516,407	\$6,551,814	\$1,035,407	19%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY25 Budget	Percentage Change
Business Intelligence	2	3	1	50.00%
Information Technology	10.75	11	0.25	2.33%
Intelligent Transportation Systems	2	3	1	50.00%

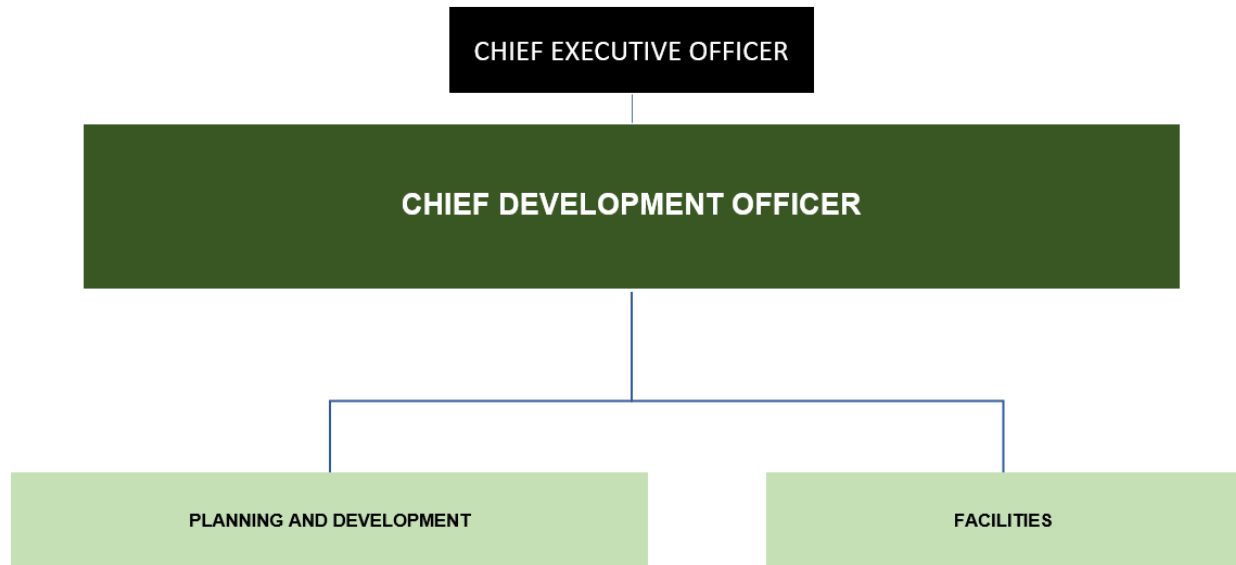
Operations Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	30,989,951	33,354,719	37,569,051	40,382,609	2,813,558	7%
Materials & Services	565,184	804,292	1,676,082	1,535,993	(140,089)	-8%
Total Requirements	\$31,555,135	\$34,159,011	\$39,245,133	\$41,918,602	\$2,673,469	7%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY25 Budget	Percentage Change
Mobility Services	5	6.5	1.5	30.00%
Customer Services	7	9	2	28.57%
Transit Operations	236	241	5	2.12%
Public Safety	27	27	0	0.00%
Fleet Management	47	49	2	4.26%

Planning and Development Summary



Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Personnel Services	2,421,322	2,547,944	2,170,659	2,487,097	316,438	15%
Materials & Services	1,892,926	1,754,728	2,131,944	2,359,138	227,194	11%
Total Requirements	\$4,314,248	\$4,302,672	\$4,302,603	\$4,846,235	\$543,632	13%

Personnel Profile	FY2024-25 Budget	FY2025-26 Budget	Change from FY25 Budget	Percentage Change
Service Planning	6	6	0	0.00%
Facilities Management	12	14	2	16.67%

Specialized Services Fund

Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Revenues	\$3,536,773	\$4,355,101	\$14,393,989	\$15,818,716	\$1,424,727	10%
Passenger Fares	306,550	326,692	330,000	330,000	0	0%
Federal Assistance	1,015,088	2,062,021	3,439,336	3,307,853	(131,483)	-4%
State Assistance	2,160,782	1,909,639	10,539,177	12,095,387	1,556,210	15%
Local Assistance	54,303	56,749	85,476	85,476	0	0%
Miscellaneous	50	0	0	0	0	
Other Sources	\$2,900,000	\$3,500,000	\$500,000	\$500,000	\$0	0%
Transfer from General Fund *	2,900,000	3,500,000	500,000	500,000	0	0%
Total Revenues	\$6,436,773	\$7,855,101	\$14,893,989	\$16,318,716	\$1,424,727	10%

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Eugene-Springfield Services	\$4,568,644	\$6,305,631	\$11,735,350	\$10,198,647	(\$1,536,703)	-13%
ADA RideSource	3,734,877	4,141,330	8,112,100	6,895,600	(1,216,500)	-15%
Transit Training and Hosts	61,428	66,786	175,000	204,797	29,797	17%
Mental Health Transportation	112,984	116,606	175,000	175,000	0	0%
Preschool Transportation	0	0	0	0	0	
DD53 Transportation	659,355	1,980,909	3,273,250	2,923,250	(350,000)	-11%
Rural Lane County Services	\$675,173	\$658,310	\$1,090,600	\$1,147,602	\$57,002	5%
South Lane Services	191,759	179,529	380,620	44,000	(336,620)	-88%
Oakridge Diamond Express	285,119	280,537	297,900	464,000	166,100	56%
Florence Rhody Express	191,980	194,101	261,530	512,376	250,846	96%
Florence/Yachats	0	0	0	0	0	
Volunteer Coordination	6,315	4,143	150,550	127,226	(23,324)	-15%
Other Services	\$83,057	\$93,069	\$488,939	\$374,600	(\$114,339)	-23%
Mobility Management	76,326	83,870	363,339	324,000	(39,339)	-11%
Crucial Connections	4,785	8,761	25,300	25,300	0	0%
Veterans Transportation	1,946	438	100,300	25,300	(75,000)	-75%
Pilots, Expansions, Administration	\$1,229,728	\$693,863	\$1,579,100	\$4,597,867	\$3,018,767	191%
BikeShare Enhancement	490,000	0	0			
Cottage Grove MOD	264,596	357,263	305,000	630,000	325,000	107%
Enhance Lane-Douglas Connector						
Florence/Eugene Connector	60,000	63,721	165,200	106,350	(58,850)	-36%
Florence/Yachats Connector	30,642	19,856	88,900	53,360	(35,540)	-40%
Oakridge Diamond Express Expansion	43,717	99,681	150,000	0	(150,000)	-100%
Rhody Express Expansion	0	18,663	220,000	0	(220,000)	-100%
STIF Pilot EmGo	18,300	713				
Mobility Mgmt Tech & Ops	111,615					
STIF Transit Demand Plan		0	0		0	
STIF Grant Administration	73,776	130,422	200,000	400,000	200,000	100%
RideSource Shopper Expansion	0	0	450,000	0	(450,000)	-100%
Mobile Trip Planning	137,082	3,544				
Cottage Grove Discretionary	0	0	0		0	
CG & Creswell ADA Paratransit Expansion	0		0		0	
Community Outcome Initiative Pilot				125,000	125,000	100%
Rural Services Pilot Match				450,000	450,000	100%
Eugene Safe Streets & Roads for All Match				80,000	80,000	100%
Fare Management Match				250,000	250,000	100%
Downtown & Riverfront Circulator Match				587,501	587,501	100%
Sustainable Service Reserve				231,268	231,268	100%
LinkLane Low Income & Student Fares				4,000	4,000	100%
Projects Contingency				1,680,388	1,680,388	100%
Total Requirements	\$6,556,602	\$7,750,873	\$14,893,989	\$16,318,716	\$1,424,727	10%

Medicaid Fund

Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Revenues	\$12,162,620	\$13,399,715	\$17,651,250	\$19,082,519	\$1,431,269	8%
Medicaid Medical Services	7,908,085	8,492,796	11,190,000	12,705,201	1,515,201	14%
Medicaid Brokerage Administration	4,254,535	4,363,891	5,179,000	5,375,000	196,000	4%
Medicaid Waivered Transportation	0	543,028	1,282,250	1,002,318	(279,932)	-22%
Other Sources	\$327,750	\$327,750	\$327,750	\$327,750	\$0	0%
Transfer from General Fund *	327,750	327,750	327,750	327,750	0	0%
Total Revenues	\$12,490,370	\$13,727,465	\$17,979,000	\$19,410,269	\$1,431,269	8%

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements	\$12,232,763	12,920,441	16,301,250	18,022,866	1,721,616	11%
Medicaid Medical Services						
Services	9,255,401	10,023,274	11,190,000	12,850,000	1,660,000	15%
Mobility Management	134,363	158,764	185,000	188,100	3,100	2%
Program Administration	2,842,999	2,738,403	4,926,250	4,984,766	58,516	1%
Medicaid Waivered Transportation	\$745,976	\$1,123,522	\$1,677,750	\$1,387,403	(290,347)	-17%
Services	731,146	932,913	946,000	1,000,000	54,000	6%
Mobility Management	6,704	7,706	21,750	15,000	(6,750)	-31%
Program Administration	8,126	7,559	380,000	22,403	(357,597)	-94%
Grant Program Match Requirements	0	175,344	330,000	350,000	20,000	6%
Total Requirements	\$12,978,739	\$14,043,963	\$17,979,000	\$19,410,269	\$1,431,269	8%

Point2Point Fund

Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Revenues	\$165,356	\$348,080	\$484,975	\$163,265	(\$321,710)	-66%
Federal Assistance	165,356	335,756	484,975	163,265	(321,710)	-66%
State Assistance	0	0	0	0	0	0%
Local Assistance	0	12,324	0	0	0	0%
Other Sources	\$280,655	\$120,000	\$214,900	\$50,000	(\$164,900)	-77%
Transfer from General Fund for operations *	280,655	120,000	214,900	50,000	(164,900)	-77%
Total Revenues	\$446,011	\$468,080	\$699,875	\$213,265	(\$486,610)	-70%
Other Resources						
Working capital from prior years			0	50,000	50,000	100%
Total Resources	\$446,011	\$468,080	\$699,875	\$263,265	(\$436,610)	-62%

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Operating Requirements						
Point2point Administrative	77,290	13,542	50,000	11,183	(38,817)	-78%
Emergency Ride Home	0	11	0	0	0	0%
Vanpool	61,935	74,114	175,875	48,000	(127,875)	-73%
Projects						
SRTS Regional	85,399	76,963	225,000	142,973	(82,027)	-36%
SRTS Bike Ped Safety Program	0	27,739	55,000	11,109	(43,891)	-80%
SmartTrips	64,766	6,100	64,000	0	(64,000)	-100%
City of Eugene Bike Share program	0	250,000	130,000	0	(130,000)	-100%
City of Springfield Bike Share program	0	0	0	50,000	50,000	100%
Total Operating Requirements	\$289,390	\$448,469	\$699,875	\$263,265	(\$436,610)	-62%

Capital Projects Fund

Resources	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Grants	\$22,692,553	\$17,129,228	\$29,964,985	\$25,468,336	(\$4,496,649)	-15%
Federal Assistance	18,074,931	11,613,822	26,988,987	19,633,485	(7,355,502)	-27%
State Assistance	4,617,622	5,515,406	2,977,988	5,834,671	2,856,673	96%
Local Assistance	0	0	0	180	180	
Other Sources	\$9,123,845	\$4,016,578	\$6,675,635	\$5,628,000	(\$1,047,635)	-16%
Transfer from General Fund	9,123,845	4,016,578	6,675,635	5,628,000	(1,047,635)	-16%
Working Capital Resources	\$31,816,398	\$0	\$0	\$0	\$0	
Working Capital Resources utilized	0	0	0	0		
Total Resources with Beginning Working Capital	31,816,398	21,145,806	36,640,620	31,096,336	(\$5,544,284)	-15%

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Improvement Projects (IP)	\$1,977,960	\$6,816,845	\$16,215,549	\$10,023,026	(\$6,192,523)	-38%
Facilities						
Eugene Station Modernization	363,917	2,519,951	810,000	130,000	(680,000)	-84%
Fleet Crane and Fall Protection			825,000	972,000	147,000	18%
Florence Mobility Hub Planning				125,000	125,000	100%
Maintenance Building		161,811				
OCC/Training/Lounge	404,504	837,724	9,500,000	3,880,000	(5,620,000)	-59%
Passenger Boarding & System Facility Improvements	141,316	97,140	200,000	100,000	(100,000)	-50%
River Road Transit Disposal			25,000	70,000	45,000	180%
Frequent Transit Network						
Franklin Raise Project Grant Match				50,000	50,000	100%
Planning Studies	146,244	1,030,554	780,000	755,000	(25,000)	-3%
Transit-Shared Mobility Integration & Modernization				500,000	500,000	100%
Transit Corridors		8,906				
MovingAhead Design Refinement	384					
West Eugene EmX Extension	3,240					
Technology Infrastructure & Systems						
Fare Management System				250,000	250,000	100%
Novus Modules	203,506					
Regional Mobility Enabling Technologies			1,864,459	2,501,026	636,567	34%
Trip Planner/Mobile Wallet				600,000	600,000	100%
Website			650,000	90,000	(560,000)	-86%
Safety & Security						
FTN Safety and Amenity Improvements	714,849	1,929,338	1,561,090		(1,561,090)	-100%
System Security Improvements		231,421				

Requirements	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
State of Good Repair (SGR)	\$20,720,620	\$16,315,492	\$20,425,071	\$21,073,310	\$648,239	3%
Facilities						
Eugene Station				580,000	580,000	100%
Fixed Route Infrastructure Rehabilitation				400,000	400,000	100%
Franklin & Gateway EmX Corridors				500,000	500,000	100%
Gateway & UO North Site Rehab				405,000	405,000	100%
Glenwood Admin Roof Replacement			1,500,000	850,000	(650,000)	-43%
Glenwood Mechanical & Electrical Rehab				275,000	275,000	100%
Glenwood Petroleum Fuel Sys. Improvements		612,115	100,000		(100,000)	-100%
Glenwood Site Rehabilitation				100,000	100,000	100%
Bus Wash Improvements	688,083	50,648	135,000		(135,000)	-100%
Passenger Boarding & System Facilities SGR		48,638	200,000	150,000	(50,000)	-25%
Transit facilities state of good repairs	463,795	538,085	285,000	650,000	365,000	128%
Fleet						
Ten Year Fixed Route Fleet Replacement	16,965,646	9,632,218	11,400,000	7,790,000	(3,610,000)	-32%
Ten Year Spec Svc Fleet Replacement	0	3,282,481	1,411,200	2,575,670	1,164,470	83%
Ten Year Non-Revenue Fleet Replacement	284,235	378,541	488,250	508,250	20,000	4%
Major bus components	0	234,650	548,429	407,375	(141,054)	-26%
Fleet Procurement Plan	105,659					
Technology Infrastructure & Systems						
ITS Video Systems Replacement (CAD/AVL)	1,412		210,000	3,600,000	3,390,000	1614%
Data Warehouse	35,812					
ERP	558,268		400,000	100,000	(300,000)	-75%
IT Hardware/Software Replacement	133,672	1,538,116	885,000	1,295,000	410,000	46%
Microsoft 365	8,900					
Mobile Gateways	1,483					
Operations Software/Midas Replacement	70,450		837,192	887,015	49,823	6%
Disaster recovery preparedness	183,766					
Safety & Security						
System security improvements	1,219,439		25,000		(25,000)	-100%
ITS Video Systems Replacement			2,000,000		(2,000,000)	-100%
Other Projects						
Contingency	551,181					
Total Capital Outlay	\$ 22,698,580	\$ 23,132,337	\$ 36,640,620	\$ 31,096,336	\$ (5,544,284)	-15%

Sustainable Services Reserve Fund

Resources	FY2022-23 Actuals	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Other Sources						
Interest	168,200	529,908	200,000	1,098,743	898,743	449%
Transfer from General Fund	10,348,740	238,919	300,000	300,000	0	0%
Total Resources	\$10,516,940	\$768,827	\$500,000	\$1,398,743	\$898,743	117%

Requirements	FY2022-23 Actuals	FY2023-24 Actual	FY2024-25 Adopted	FY2025-26 Proposed	Change from FY25 Budget	Percentage Change
Reserve Requirements						
Fixed Route Sustainable Service Reserve	10,516,940	768,827	500,000	1,398,743	898,743	180%
STIF Sustainable Service Reserve						
Total Requirements	10,516,940	768,827	500,000	1,398,743	\$898,743	117%



**RESOLUTION NO. 2025-06-18-22
ADOPTING THE FISCAL YEAR 2025-2026 BUDGET
AND MAKING APPROPRIATIONS**

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

WHEREAS, the fiscal year ends on June 30, 2025;

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, the proposed FY2025-2026 Budget was posted for public comment on April 18, 2025;

WHEREAS, on April 29, 2025, the LTD Budget Committee met, approved and forwarded a recommendation to the LTD Board to adopt the FY2025-2026 Budget as presented;

WHEREAS, on May 13, 2025, a financial summary and Notice of the Budget Hearing (Form LB-1) was published on May 13, 2025;

WHEREAS, a public hearing to accept comments on the FY2025-2026 Budget was held at the Board meeting on May 21, 2025; and

WHEREAS, public comments received during the public comment period, LTD Budget Committee meeting, or at the public hearing having been considered.

NOW, THEREFORE, BE IT RESOLVED that the LTD Board of Directors adopts the FY2025-2026 Annual Budget beginning July 1, 2025, as shown below and hereby appropriated as follows:

- 1) Lane Transit District hereby adopts the budget for the FY2025-2026 in the sum of \$237,827,641 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 FY2025-2026 beginning July 1, 2025, for the purposes stated.



GENERAL FUND

Transit Services – Operating	\$	77,685,753
Transfer to Other Funds	\$	6,805,750
Appropriated for General Fund	\$	84,491,503

MOBILITY SERVICES FUND

Transit Services	\$	16,318,716
Appropriated for Mobility Services Fund	\$	16,318,716

MEDICAID FUND

Transit Services	\$	19,410,269
Appropriated for Medicaid Fund	\$	19,410,269

POINT2POINT FUND

Transit Services	\$	263,265
Appropriated for Point2Point Fund	\$	263,265

CAPITAL PROJECTS FUND

Transit Capital Investments	\$	31,096,366
Appropriated for Capital Projects Fund	\$	31,096,366

SUSTAINABLE SERVICES RESERVE FUND

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

<i>TOTAL FISCAL YEAR 2025-2026 APPROPRIATION</i>	\$	151,580,119
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SUMMARY TOTALS FOR ALL FUNDS

Appropriated Expenditures	\$	151,580,119
Reserves Not Appropriated	\$	86,247,522
<i>TOTAL ADOPTED BUDGET for 2025-2026</i>	\$	237,827,641



**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18TH DAY
OF JUNE, 2025.**

Gino Grimaldi, Board President



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Pamela Strutz, Director of Finance
& Budget Officer and Julie Lindsey, Chief
Financial Officer

AIS: Proposed Fiscal Year 2024-2025
Supplemental Budget

Action: Adoption

Agenda Item Summary:

Purpose: The Budget Officer has prepared a proposed Fiscal Year (FY) 2024-2025 Supplemental Budget for the General Fund in accordance with ORS 294.471 and 294.473. Supplemental budget changes that differ by more than 10% from a fund's expenditures in the adopted budget require a public hearing or Budget Committee approval. In order to comply with the requirements of Oregon Budget Law, Lane Transit District (LTD) is requesting public input at a Budget Hearing, and that the Board of Directors approve this FY2024-2025 Supplemental Budget Resolution.

Description: Annually in May or June, the LTD Board adopts a budget for each of its six funds. The budget for each fund reflects LTD's financial plan for the fiscal year that starts every July 1 and ends every June 30. The budget is reviewed and approved by LTD's Budget Committee (LTD's Board plus an equal number of citizen appointees) who provide a recommendation to the Board to adopt the budget as presented or as amended on or before June 30 of every year. Each of the six funds have their own budget and the resources and expenditures within those funds must balance (resources >= expenditures) in order for the budget to be adopted. The budget adopted by LTD's Board creates the authority for the District to spend public money. As the budget and the FY2024-2025 Supplemental Budget provide boundaries on LTD's spending and balance, it aligns with the Financial Health priority in the Strategic Business Plan.

The adopted budget reflects input from LTD's Budget Committee and the public. It is based on LTD's good faith estimate of expected resources and expenditures for the year. Because it is based on estimates, Oregon budget law allows for changes after a budget is adopted known as a "supplemental budget" (ORS 294.471). We are therefore requesting a Supplemental Budget that increases the General Fund resources and requirements by \$18,000,000.

Background: The FY2024-2025 budget was developed in coordination with a long-term plan to spread out the remaining COVID-19 pandemic-era operating grant funds over several years in the future. In early 2025, the FTA recommended any remaining funds be used for current operating expenses, and past expenses, if available. LTD then proceeded to draw down \$14.9 million CARES and \$2.1 million ARPA grant funds. These grants reimbursed operating costs from FY2023-2024 and FY2024-2025. LTD did not use any pandemic funds in FY2023-2024. The impact on the FY2024-2025 budget was to free up other general



Lane Transit District Agenda Item Summary (AIS)

fund resources set aside for operating expenses. Additionally, there is \$1 million in drawdowns for the STIF funding past the adopted FY24-25 budget. The purpose of this request is to reallocate general fund resources to reserves and offset future pension liabilities.

Recommendation: LTD staff are requesting approval of a supplemental budget at this time to reallocate resources to pay down future pension liabilities, and to increase the Sustainable Services Reserve. This supplemental budget ensures compliance with Oregon Budget Law.

The recommended changes to the FY2024-2025 adopted budget are as follows:

GENERAL FUND	2024-2025 ADOPTED	INCREASE (DECREASE)	FY2024-2025 AMENDED
Operating Revenues	\$5,153,900	\$0	\$5,153,900
Nonoperating Revenues	71,920,425	18,000,000	89,920,425
Other Resources	1,190,582	0	1,190,582
Total Resources	\$79,064,907	\$18,000,000	\$97,064,907
Personnel Services	\$51,987,902	\$6,000,000	\$57,987,902
Materials & Services	16,778,662	0	16,778,662
Insurance & Risk Services	2,280,058	0	2,280,058
Total Transit Services-Operating	\$71,046,622	\$6,000,000	\$77,046,622
Transfer to Special Services Fund	\$500,000	\$0	\$500,000
Transfer to Medicaid Fund	327,750	0	327,750
Transfer to Point2Point Fund	214,900	0	214,900
Transfer to Sustainable Serv Fund	300,000	12,000,000	12,300,000
Transfer to Capital Projects Fund	6,675,635	0	6,675,635
Total Transfers to Other Funds	\$ 8,018,285	\$12,000,000	\$ 20,018,285
TOTAL GENERAL FUND APPROPRIATION	\$79,064,907	\$18,000,000	\$97,064,907

Considerations: The above request is in alignment with Oregon Budget Law and allows LTD to reallocate resources to safeguard the future financial status of the District.

Attachments: Resolution 2025-06-18-23

I certify that my Department Chief has reviewed and approved this AIS: ☒



Lane Transit District Agenda Item Summary (AIS)

Proposed Motion: I move to adopt Resolution No. 2025-06-18-23, adopting the proposed Supplemental Budget for Fiscal Year 2024–2025.



RESOLUTION NO. 2025-06-18-23

**IN THE MATTER OF SUPPLEMENTAL BUDGET #1 (SB #1)
FOR INCREASING RESOURCES AND REQUIREMENTS
FOR THE GENERAL FUND**

WHEREAS, the Lane Transit District (LTD) Board of Directors approved the FY 2024-2025 Budget on June 12, 2024, pursuant to Resolution No. 2024-06-12-016;

WHEREAS, each fiscal year's budget is based on a good faith estimate of expected resources and expenditures;

WHEREAS, pursuant to ORS 294.471 and 294.473, the LTD Board of Directors may adopt a supplemental budget;

WHEREAS, pursuant to ORS 294.473, if the supplemental budget changes differ by more than ten percent (10%) from a fund's expenditures in the adopted budget, LTD is required to hold a public hearing on the supplemental budget;

WHEREAS, federal funds and STIF funds in excess of more than ten percent (10%) of that in the adopted FY 2024-2025 Budget amounts have been received;

WHEREAS, it is LTD's desire to utilize the excess funds to pay down future pension liabilities, and to increase the Sustainable Services Reserve; and

WHEREAS, a public hearing was held on the supplemental budget on June 18, 2025.

NOW, THEREFORE, BE IT RESOLVED that the LTD Board of Directors adopts the fiscal year 2024-2025 supplemental budget as follows:

GENERAL FUND	2024-2025 ADOPTED	INCREASE (DECREASE)	FY2024-2025 AMENDED
Operating Revenues	\$5,153,900	\$0	\$5,153,900
Nonoperating Revenues	71,920,425	18,000,000	89,920,425
Other Resources	1,190,582	0	1,190,582
Total Resources	\$79,064,907	\$18,000,000	\$97,064,907
Personnel Services	\$51,987,902	\$6,000,000	\$57,987,902
Materials & Services	16,778,662	0	16,778,662
Insurance & Risk Services	2,280,058	0	2,280,058
Total Transit Services-Operating	\$71,046,622	\$6,000,000	\$77,046,622
Transfer to Special Services Fund	\$500,000	\$0	\$500,000
Transfer to Medicaid Fund	327,750	0	327,750
Transfer to Point2Point Fund	214,900	0	214,900
Transfer to Sustainable Serv Fund	300,000	12,000,000	12,300,000



Transfer to Capital Projects Fund	6,675,635	0	6,675,635
Total Transfers to Other Funds	\$ 8,018,285	\$12,000,000	\$ 20,018,285
TOTAL GENERAL FUND APPROPRIATION	\$79,064,907	\$18,000,000	\$97,064,907

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THE 18TH DAY OF JUNE, 2025.

Board President, Gino Grimaldi



Lane Transit District Agenda Item Summary (AIS)

Presented By: Jameson Auten

AIS Title: Bylaws Committee Formation

Action: Committee Approval

Agenda Item Summary: The Lane Transit District Board of Directors periodically reviews its governing documents to ensure they comply with Oregon law and reflect the organization's evolving practices. In recent discussions, Board members and staff have identified areas within the Bylaws that may benefit from clarification or modernization.

To support a transparent and inclusive process, the recommendation is to convene a Bylaws Committee comprised of Board members, supported by staff and legal counsel, to conduct a full review of current Bylaws and present proposed revisions for consideration.

The Bylaws Committee will be tasked with the following:

- Review the current LTD Board Bylaws for consistency, clarity, and alignment with Oregon statutes.
- Identify sections in need of updates or revision (e.g., officer roles, committee structure, quorum and voting procedures, remote participation).
- Engage legal counsel as needed to ensure compliance with public meeting laws and other legal requirements.
- Present a draft set of recommended amendments to the full Board for review and approval.

Next Steps:

If approved, the Board Chair will appoint members to serve on the Bylaws Committee and convene its first meeting. A target date for proposed recommendations to be brought to the full Board will also be established.

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: I move to approve the formation of the Lane Transit District Bylaws Committee.



Lane Transit District Agenda Item Summary (AIS)

Prepared By: Brianna Gutierrez-Thorne

AIS Title: Board Officer Elections

Action: Vote

Agenda Item Summary: In accordance with ORS 267.120(1) and Section 3.1 of the LTD Board Bylaws, the LTD Board of Directors shall elect from among its members a President, Vice President, Secretary, and Treasurer. Officer elections are a routine matter of Board governance, ensuring continuity in leadership and accountability.

Current officer terms expire June 30, 2025. Board elections were postponed at the December 2024 meeting in alignment with new Board appointments. This action initiates the election process for all four officer positions. Nominations will be made during the meeting and do not require a second. The presiding officer will take a vote by voice or roll call for each officer position or for a slate of candidates.

Next Steps: The Board president opens the floor for nominations starting with Board president and Board members nominate the Board member of their choosing. A Board member may nominate themselves or another member so long as the nominee's Board term continues through the next fiscal year (June 30, 2026).

Please note that nominations do not require a second.

I nominate as the LTD Board President, for the full term set to expire on June 30, 2027.

I nominate as the LTD Board Vice President for the full term set to expire on June 30, 2027.

I nominate as the LTD Board Secretary for the full term set to expire on June 30, 2027.

I nominate as the LTD Board Treasurer, for the full term set to expire on June 30, 2027.

After closing the nominations for each officer position, the Board president will take the vote on each candidate by either roll call or voice vote. For example, all nominations for Board president will be made first. The Board will vote on the nominations for president. Once a president is elected, the current Board president will request nominations for Vice President and so on until all officer roles are filled.

Based on Board direction, staff will then take the appropriate administrative steps.

Attachments: LTD Board Officer Terms



Lane Transit District Agenda Item Summary (AIS)

I certify that my Department Chief has reviewed and approved this AIS: ☒

Proposed Motion: N/A