



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

**Public Forum, Regular Business Meeting and Briefing  
Wednesday, March 18, 2026, 5:30 P.M.  
Glenwood Administrative Office  
3500 E 17<sup>th</sup> 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.

<b>Subdistrict</b>	<b>Description</b>	<b>Board Member</b>
Subdistrict 1	East Springfield to McKenzie Bridge	Gino Grimaldi
Subdistrict 2	West Springfield	Michelle Webber, Vice President
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, Treasurer
Subdistrict 6	West Eugene, HWY 99, River Road and Junction City	Lawrence Green, Secretary
Subdistrict 7	Southwest Eugene, Veneta and Fern Ridge	Susan Cox, President

**Public Testimony on all Board Matters including Resolutions:**

Public testimony will begin at approximately 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](mailto:clerk@ltd.org). Comments must be received by noon on the day prior to the meeting.

To be added to Lane Transit District's Public Meeting Notice List, please submit this request to [clerk@ltd.org](mailto:clerk@ltd.org).

## **REGULAR BUSINESS MEETING AGENDA**

1. **CALL TO ORDER & ROLL CALL:** Susan Cox (President), Michelle Webber (Vice President), Pete Knox (Treasurer), Lawrence Green (Secretary), Heather Murphy, Gino Grimaldi, Kelly Sutherland
2. **PUBLIC COMMENT**
3. **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
  - Bylaws Committee – Susan Cox, Michelle Webber, Pete Knox
4. **CEO REPORT**
  - Employee of the Month – March 2026
  - Hero Award – March 2026
  - Monthly Operations Performance Update
  - Monthly Department Reports
  - Delegated Authority Report
  - Succession Planning
  - EmX Fare Systems Insights
  - Legislative Update
  - Advertising Policy
5. **MONTHLY FINANCE 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.

  - Approval of Monthly Finance Report
  - Adoption of Resolution No. 2026-03-18-08, appointing a member to the Lane Transit District Budget Committee
7. **BOARD ACTION ITEMS**
  - Adoption of Resolution No. 2026-03-18-09, authorizing the Chief Executive Officer to enter into a contract with New Flyer of America for the purpose of replacing three (3) 60ft buses for fixed route revenue service
  - Adoption of Resolution No. 2026-03-18-10, authorizing the Chief Executive Officer to enter into a contract with New Flyer of America for the purpose of replacing seven (7) sixty-foot EmX fixed route buses for revenue service

- Adoption of Resolution No. 2026-03-18-11, authorizing the Chief Executive Officer (CEO) to enter into a contract with Oregon Department of Human Services for the purpose of providing Non-Medical Transportation Services

**8. ADJOURN BUSINESS MEETING**

**UPCOMING MEETINGS:**

April 15 – April Board Meeting  
Glenwood Administrative Office  
3500 E 17th Avenue, Eugene, OR 97478

May 20 – May Board Meeting  
Glenwood Administrative Office  
3500 E 17th Avenue, Eugene, OR 97478

June 17 - June Board Meeting  
Glenwood Administrative Office  
3500 E 17th Avenue, Eugene, OR 97478

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)

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**Presented By:** Jameson Auten, Chief Executive Officer and Rebecca Melhorn, Compliance Officer

**Title:** Employee of the Month - March 2026

**Action:** Information Only

**Background:**

Carrie Stewart, Records Management Officer, is the March 2026 Employee of the Month. Carrie was hired as Records Information Manager on July 19, 2021.

“Carrie worked on the dedication of the OCC project in a way that honored previous LTD contributors. Her work resulted in an amazing dedication to LTD’s first female general manager Phyllis Loobey.”

When asked to comment on Carrie’s selection as EOM, Rebecca Melhorn, Compliance Officer, said:

“Carrie Stewart has been selected as March’s Employee of the Month in recognition of her exceptional leadership and dedication to the Operations Command Center (OCC) project. Carrie took the time to develop and lead a collaborative, interdepartmental process, ensuring an equitable approach to dedicating the OCC in honor of Phyllis Loobey. The professionalism, care, and deep respect Carrie demonstrated throughout this project shows what an outstanding employee she is. Her hard work honored Ms. Loobey’s legacy in a meaningful and lasting way. Congratulations Carrie, it is a pleasure to work with you and see the integrity and excitement you bring to work every day.”

**Award:**

Carrie will attend the March 18, 2026 Board Meeting to be introduced to the Board and receive her award.



## Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer and Josh Schmit, Public Safety and Security Manager      **Title:** Hero Award – March 2026

**Action:** Information Only

**Background:**

Adrian Nixon has been selected to receive the Lane Transit District Hero Award for actions during critical or life-sustaining situations in January 2026.

Adrian saved a person's life at Eugene Station. He was at the Eugene Station when he noticed an unresponsive individual. He administered two doses of Narcan and stayed with the individual until medics arrived, continuing to monitor him.

Adrian is an outstanding Public Safety Officer who always displays compassion and respect for our EmX riders. He is one of many officers who make LTD a good place to be.

**Award:**

Adrian will attend the March 18 Board Meeting to be introduced to the Board and receive his award.



# Lane Transit District

## Agenda Item Summary (AIS)

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**Presented By: Jameson Auten, Chief Executive Officer**

**AIS Title: Performance Report to the Board March 2026**

**Prepared By: Aimee Reichert, Chief Performance Officer**

### **Action: Discussion and Feedback**

#### **Agenda Item Summary:**

The March 2026 Performance Report provides a summary of LTD's key performance indicators using January 2026 data across: Ridership (Fixed Route, EmX, Mobility Services), Fleet Maintenance, Customer Service, Operations & Workforce, Public Safety, Accidents & Safety Performance. The report highlights system trends, year-over-year comparisons, and rolling 12-month performance for core operational areas.

#### **Ridership**

- Total system ridership for January 2026 was 534,765, essentially flat compared to January 2025 (-0.7%).
- Fixed Route ridership increased 3.2% year-over-year, while EmX ridership declined 5.8% compared to the prior year.
- Rolling 12-month total ridership remains 3.1% below the prior 12-month period, reflecting continued softness in EmX demand.

#### **Mobility Services**

- Total Mobility Services ridership was 38,736, down 2.8% year-over-year for the month.
- Vanpool ridership increased significantly (+59.2% year-over-year), while several demand-response and connector services experienced modest declines.
- Rolling 12-month Mobility Services ridership is slightly higher (+0.6%) compared to the prior year.

#### **Fleet Maintenance**

- Total maintenance cost per mile for revenue vehicles in January was \$2.19, an improvement of \$0.11 per mile compared to January 2025.
- Preventive maintenance costs increased modestly, while repair costs declined year-over-year.



## Lane Transit District Agenda Item Summary (AIS)

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- Rolling 12-month maintenance cost per mile remains slightly above the prior year average.

### **Customer Service**

- Substantiated complaints totaled 2.80 per 100,000 boardings, a decrease from 3.53 in January 2025.
- Improvements were observed in reliability and safety-related complaints on a rolling 12-month basis.
- Compliments increased to 2.43 per 100,000 boardings, up from 1.49 in the prior year month.

### **Operations & Workforce**

- Average operator headcount was 201, representing 93.5% of the established goal and an increase of 13 operators compared to January 2025.
- Operator unanticipated absenteeism improved to 12.8%, down from 18.2% in January 2025.
- Reductions were seen across most absenteeism categories, including sick leave and protected leave.

### **Public Safety**

- Ordinance 36 violations were 10.96 per 100,000 revenue hours, slightly higher than January 2025 but lower on a rolling 12-month basis.
- Total assaults decreased to 11 incidents, down from 30 in the prior year month.
- Both physical and non-physical assaults showed year-over-year reductions for the month.

### **Accidents**

- A total of 6 accidents occurred in January, compared to 11 in January 2025.
- Accidents per 100,000 revenue miles declined to 2.36, down from 4.48 in the prior year.
- Rolling 12-month accident rates remain slightly higher than the prior year average, despite monthly improvement.

### **Attachments:**

- (1) Performance Report March Board (through January 2026)



# Board Performance Report

January 2026



## 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	219,969	233,404	-5.8%	208,751	228,859	-8.8%
Fixed Route Service	314,796	305,155	3.2%	298,849	295,121	1.3%
<b>Total</b>	<b>534,765</b>	<b>538,559</b>	<b>-0.7%</b>	<b>507,601</b>	<b>523,980</b>	<b>-3.1%</b>

### Revenue Hours

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	5,343	5,387	-0.8%	5,266	5,016	5.0%
Fixed Route Service	16,003	15,130	5.8%	15,293	14,259	7.3%
<b>Total</b>	<b>21,345</b>	<b>20,516</b>	<b>4.0%</b>	<b>20,559</b>	<b>19,275</b>	<b>6.7%</b>

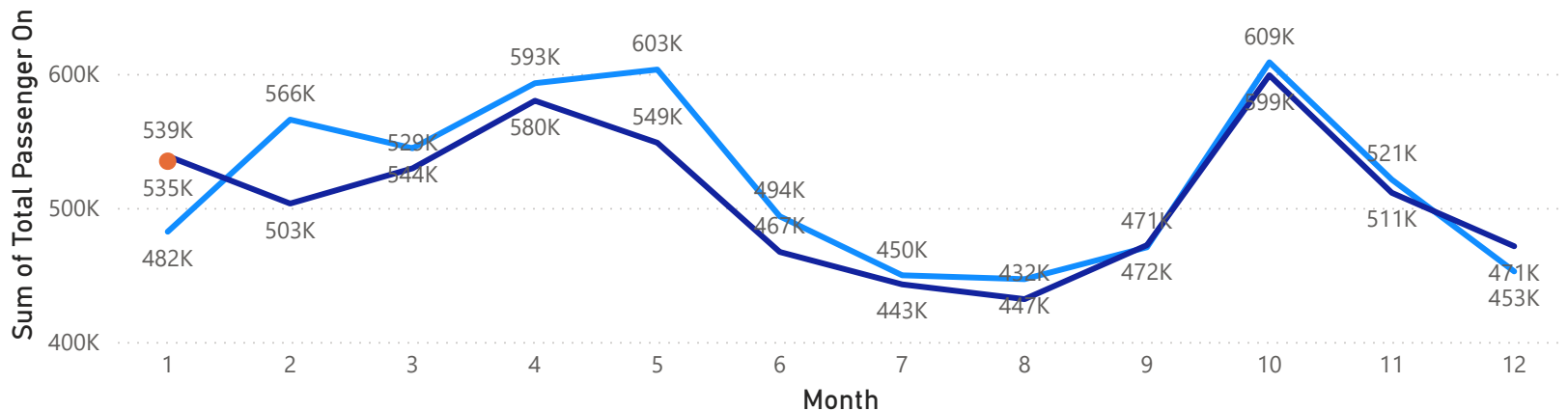
### Ridership per Revenue Hour

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
EmX Service	41.17	43.33	-5.0%	39.64	45.63	-13.1%
Fixed Route Service	19.67	20.17	-2.5%	19.54	20.70	-5.6%
<b>Total</b>	<b>25.05</b>	<b>26.25</b>	<b>-4.6%</b>	<b>24.69</b>	<b>27.18</b>	<b>-9.2%</b>

### Ridership

Jan 2024 - Jan 2026

Type ● 2024 ● 2025 ● 2026





# Board Performance Report

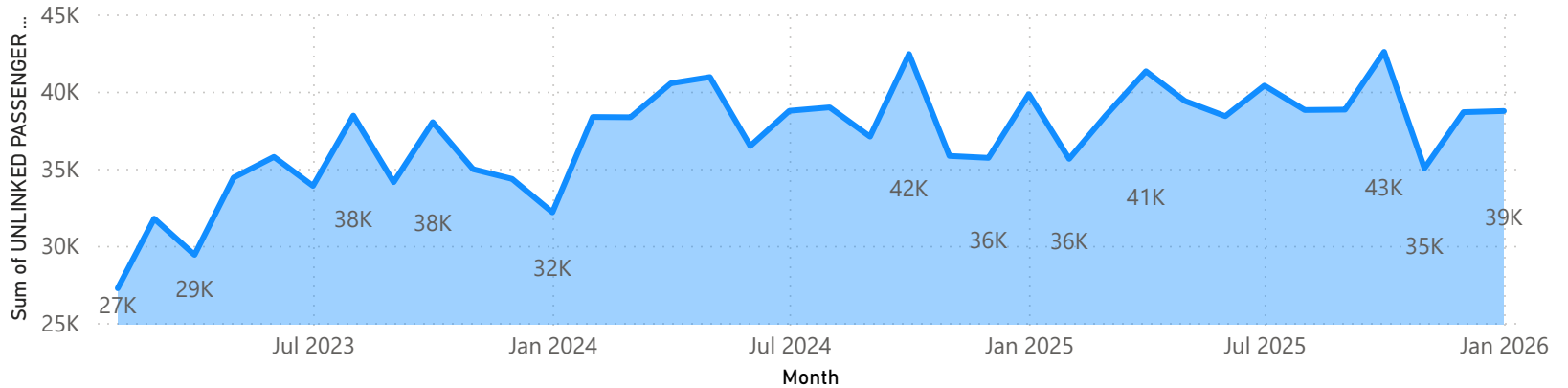
January 2026

## Mobility Services

### Ridership

Service	Current Month	Prior Year Month	% Change Monthly	12 Month Avg	Prior 12 Month Avg	% Change Rolling 12
RideSource NEMT	22,952	24,130	-4.9%	23,034	23,380	-1.5%
RideSource	11,853	11,940	-0.7%	11,965	11,251	6.3%
Vanpool	1,258	790	59.2%	1,045	919	13.8%
Cottage Grove Connector	978	1,250	-21.8%	1,114	1,202	-7.3%
Rhody Express	860	900	-4.4%	857	883	-2.9%
Diamond Express	654	659	-0.8%	642	713	-10.0%
Florence ADA	156	75	108.0%	125	86	46.7%
Cottage Grove O2D	25	88	-71.6%	63	165	-61.7%
<b>Total</b>	<b>38,736</b>	<b>39,832</b>	<b>-2.8%</b>	<b>38,847</b>	<b>38,599</b>	<b>0.6%</b>

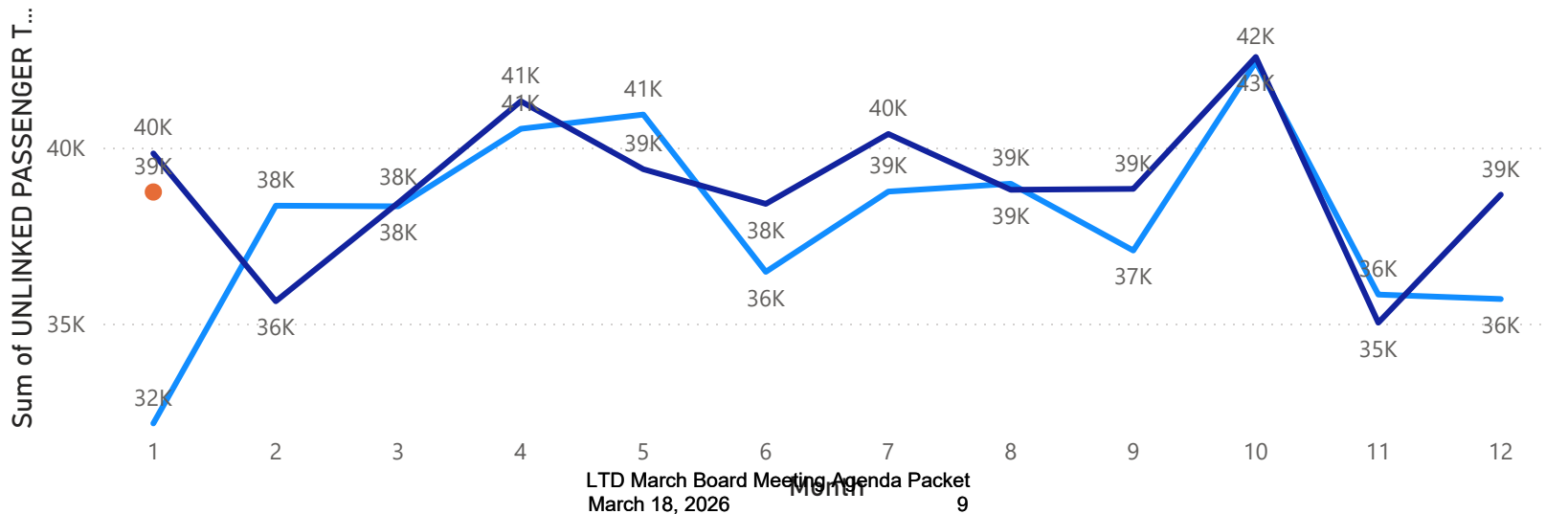
### Mobility Services Ridership



### Mobility Services Ridership

Jan 2024 - Feb 2026

Type ● 2024 ● 2025 ● 2026





# Board Performance Report

January 2026

## Fleet Maintenance

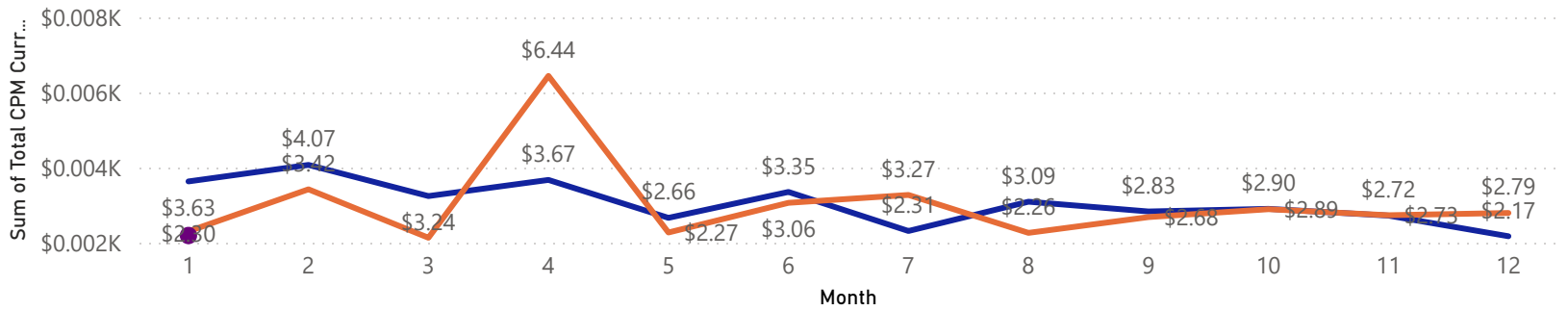
### Maintenance Cost Per Mile - Revenue Vehicles

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
PM	\$0.45	\$0.28	\$0.17	\$0.40	\$0.41	(\$0.01)
REPAIR	\$1.74	\$2.02	(\$0.28)	\$2.58	\$2.50	\$0.08
<b>Total</b>	<b>\$2.19</b>	<b>\$2.30</b>	<b>(\$0.11)</b>	<b>\$2.98</b>	<b>\$2.91</b>	<b>\$0.07</b>

## Maintenance Cost

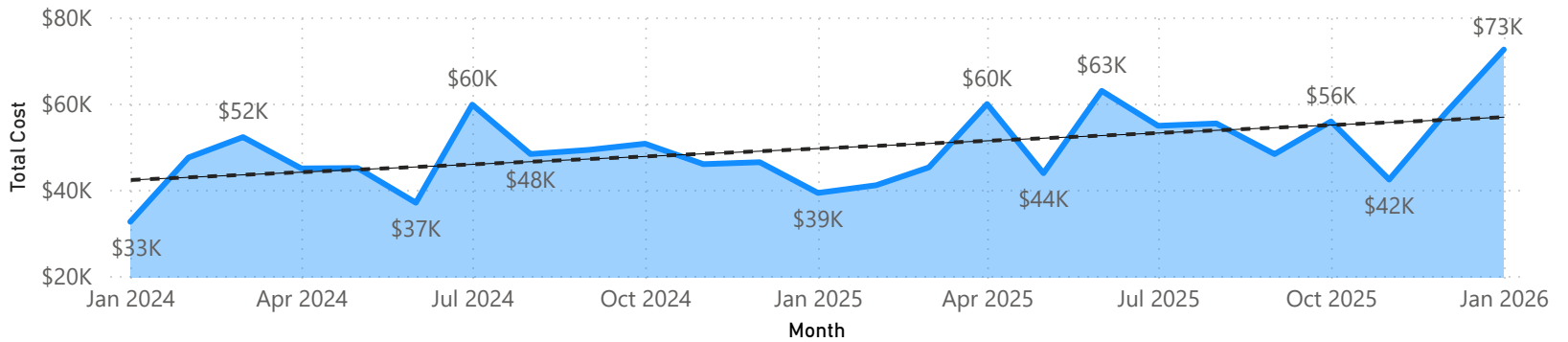
Jan 2024 - Jan 2026

Year ● 2024 ● 2025 ● 2026



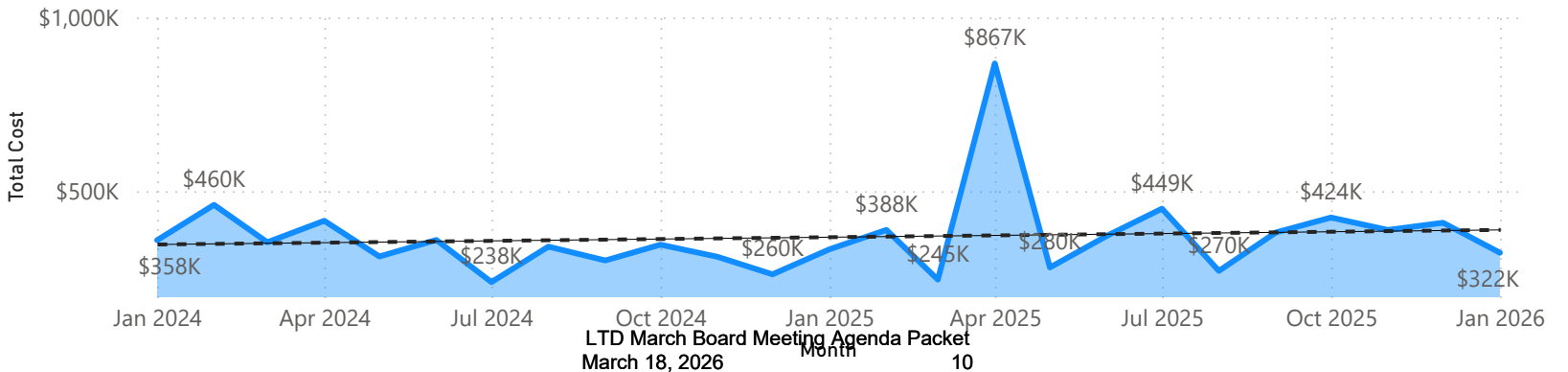
## Maintenance Cost - PM

Jan 2024 - Jan 2026



## Maintenance Cost - Repair

Jan 2024 - Jan 2026





# Board Performance Report

January 2026



## Customer Service

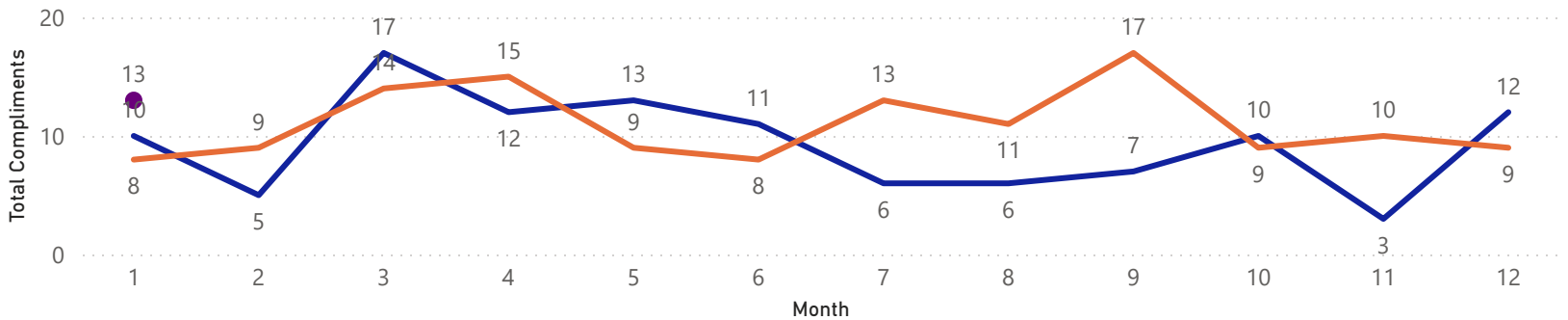
### Compliments per 100k Boardings

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
Compliment	2.43	1.49	0.95	3.10	2.79	0.31
<b>Total</b>	<b>2.43</b>	<b>1.49</b>	<b>0.95</b>	<b>3.10</b>	<b>2.79</b>	<b>0.31</b>

### Compliments Trend

Jan 2024 - Jan 2026

Year ● 2024 ● 2025 ● 2026



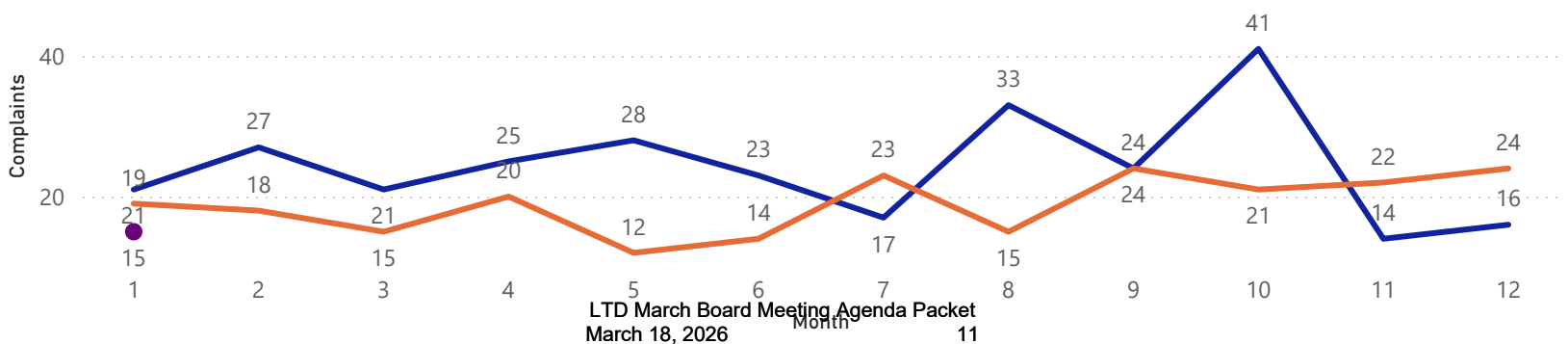
### Substantiated Complaints per 100k Boardings

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
Customer Relations	0.93	0.19	0.75	2.27	3.86	-1.60
Miscellaneous	0.19	0.19	0.19	0.26	0.44	-0.18
Reliability	0.93	2.60	-1.66	2.59	2.62	-0.02
Safety	0.75	0.74	0.01	1.07	1.85	-0.78
<b>Total</b>	<b>2.80</b>	<b>3.53</b>	<b>-0.72</b>	<b>6.20</b>	<b>8.77</b>	<b>-2.57</b>

### Substantiated Complaints Trend

Jan 2024 - Jan 2026

Year ● 2024 ● 2025 ● 2026





# Board Performance Report

January 2026

## Operations

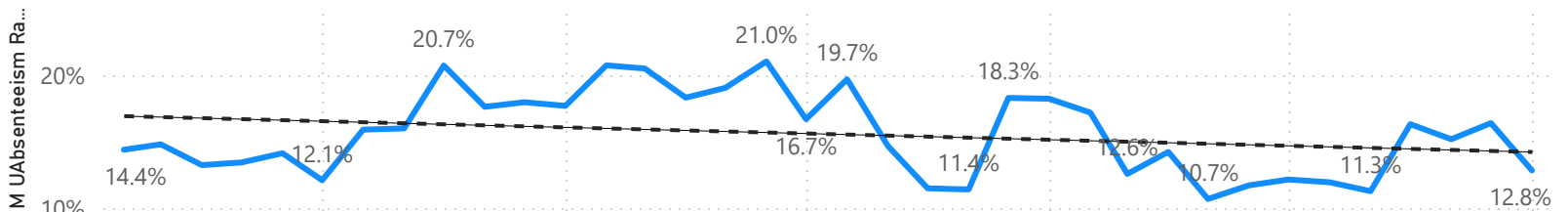
### Operator Unanticipated Absenteeism Rate

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	1.1%	2.34%	-1.25%	2.08%	1.98%	0.10%
Other	3.6%	0.69%	2.90%	1.40%	2.08%	-0.68%
Protected	3.2%	6.35%	-3.16%	4.51%	6.38%	-1.87%
Sick	5.0%	8.85%	-3.89%	5.51%	7.00%	-1.49%
<b>Total</b>	<b>12.8%</b>	<b>18.23%</b>	<b>-5.39%</b>	<b>13.50%</b>	<b>17.44%</b>	<b>-3.94%</b>

### Operator Unanticipated Absenteeism Rate Trend

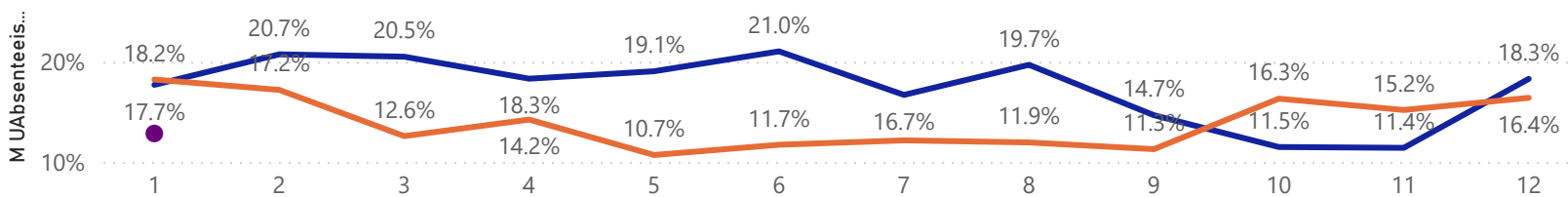
Feb 2023 - Jan 2026



### Operator Unanticipated Absenteeism Rate Yearly Comparison

Jan 2024 - Jan 2026

Year ● 2024 ● 2025 ● 2026



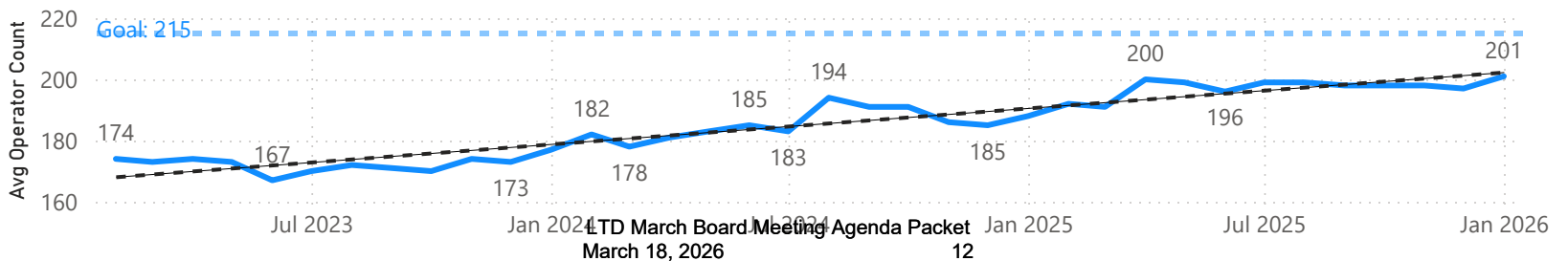
### Average Operator Count

Goal: 215

% of Goal	Current Month	Prior Year Month	Change Monthly	% Change Monthly	Rolling 12 Month	Rolling 12 Month Prior	Change Rolling 12
93.5%	201	188	13	6.91%	197	185	12

### Operator Count Trend

Feb 2023 - Jan 2026





# Board Performance Report

January 2026

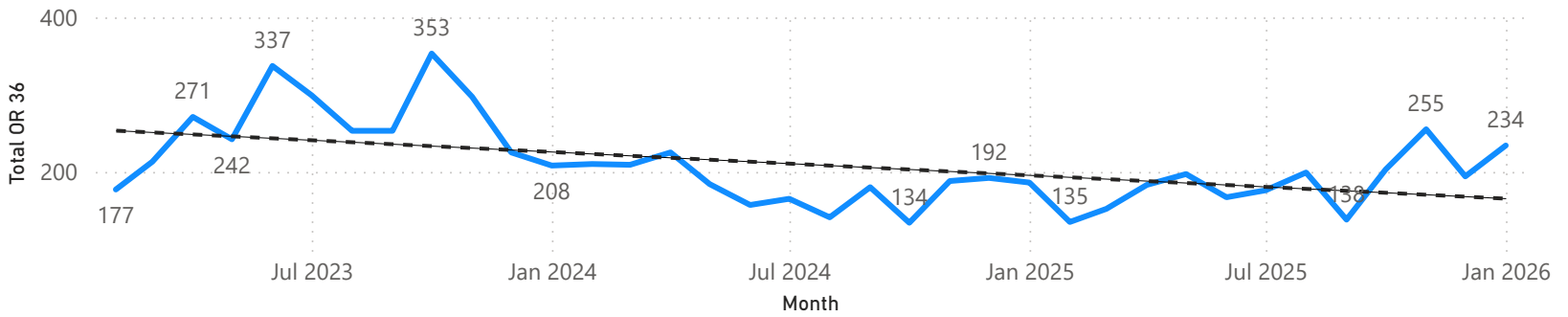
## Public Safety

### Ordinance 36 Violations Per 100k Revenue Hours

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
Ordinance 36 Violations	10.96	9.07	1.90	9.05	9.39	-0.34

### Ordinance 36 Trend

Feb 2023 - Jan 2026

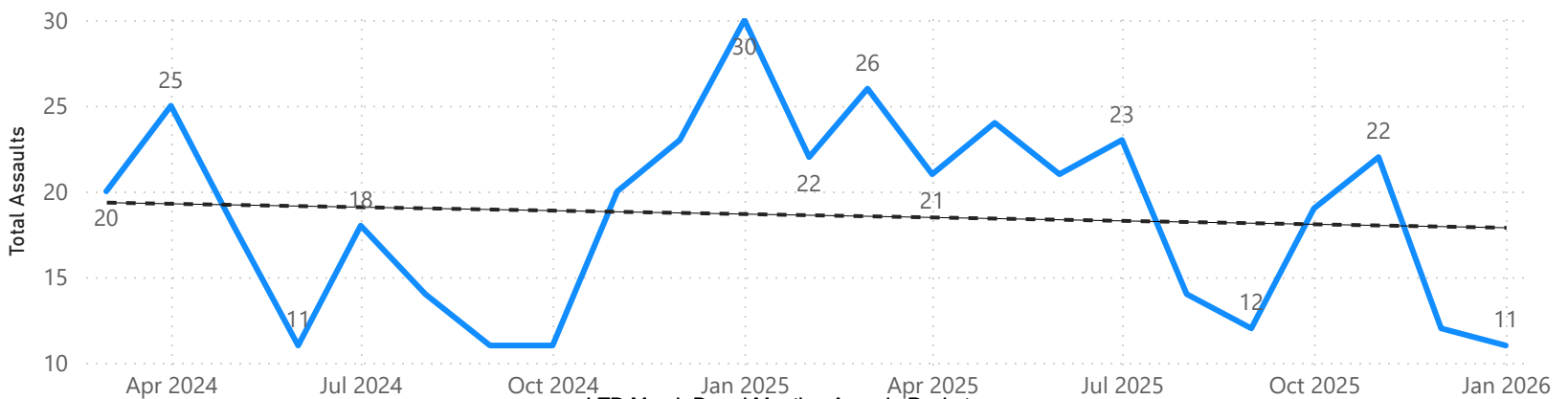


## Assaults

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
<b>Non-Physical</b>	<b>10</b>	<b>23</b>	<b>-13</b>	<b>11.8</b>	<b>13.5</b>	<b>-1.8</b>
Operator Non-Physical	2	7	-5	3.3	3.8	-0.4
Other Transit Worker Non-Physical	6	13	-7	6.0	8.0	-2.0
Public Non-Physical	2	3	-1	2.4	1.8	0.7
<b>Physical</b>	<b>1</b>	<b>7</b>	<b>-6</b>	<b>7.2</b>	<b>4.4</b>	<b>2.8</b>
Operator Physical		2	-2	0.1	0.7	-0.6
Other Transit Worker		2	-2	2.3	1.8	0.5
Public Physical	1	3	-2	4.8	1.9	2.8
<b>Total</b>	<b>11</b>	<b>30</b>	<b>-19</b>	<b>18.9</b>	<b>17.9</b>	<b>1.0</b>

### Assaults Trend

Mar 2024 - Jan 2026





# Board Performance Report

January 2026



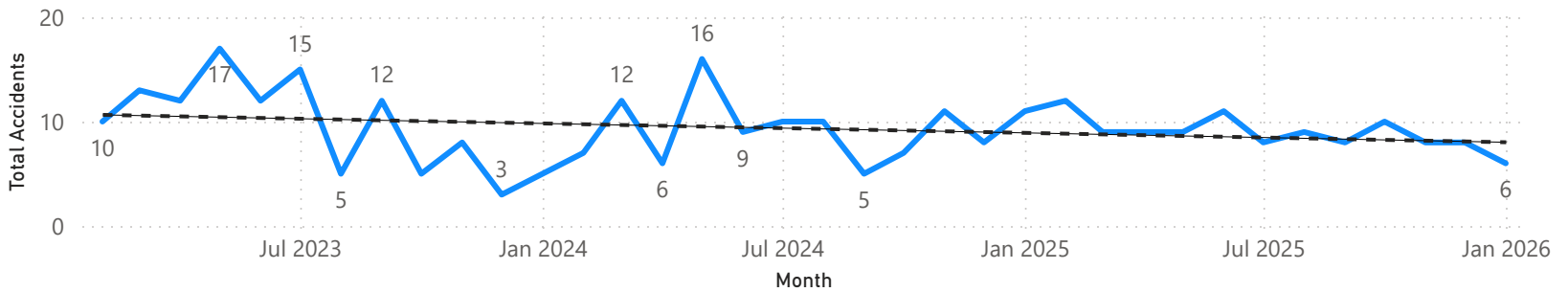
## Accidents

### Accidents

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
Non-Preventable	3	7	-4	4.7	4.3	0.42
Preventable	3	4	-1	4.7	4.2	0.50
<b>Total</b>	<b>6</b>	<b>11</b>	<b>-5</b>	<b>9.3</b>	<b>8.4</b>	<b>0.92</b>

### Accident Trend

Feb 2023 - Jan 2026

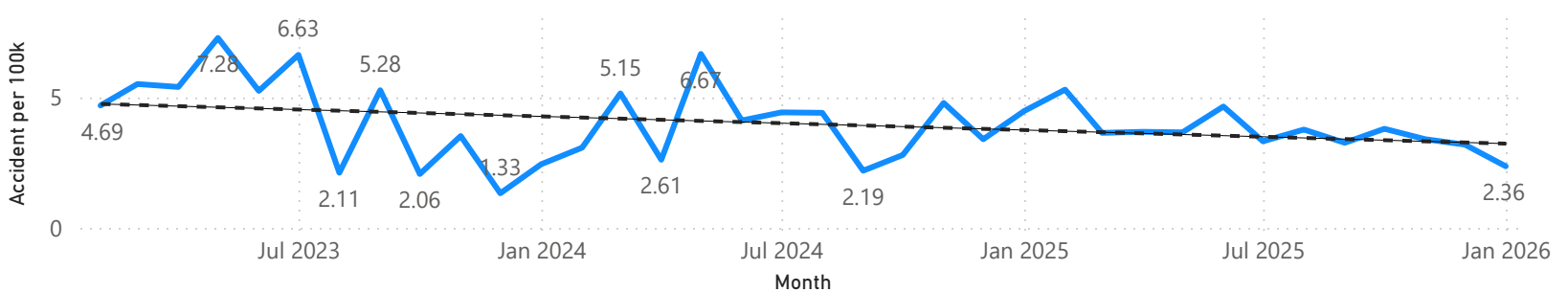


### Accidents Per 100k Revenue Miles

Type	Current Month	Prior Year Month	Change Monthly	12 Month Avg	Prior 12 Month Avg	Change Rolling 12
Non-Preventable	1.18	2.85	-1.67	0.16	0.15	0.01
Preventable	1.18	1.63	-0.45	0.16	0.15	0.01
<b>Total</b>	<b>2.36</b>	<b>4.48</b>	<b>-2.12</b>	<b>0.32</b>	<b>0.30</b>	<b>0.02</b>

### Accidents per 100k Trend

Feb 2023 - Jan 2026





# Lane Transit District

## Monthly Department Reports

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Reporting Period: January 1-31, 2026

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### Administration

Wendi Frisbie, Chief Administrative Officer

#### HUMAN RESOURCES

##### January 2026 – Recruitment Information

New Employees: 15 (includes 8 bus operators and three public safety officers)

Open Positions: 4

Promotion: 1

**Employee Retention Goal for 2026: 85.7% (Expected 14.3% turnover in staff)**

##### Upcoming Projects:

Salary Market Analysis: Expected Completion – 3/31/26

Pay Equity Analysis: Expected Completion – 3/31/26

Salary Band Analysis: Expected Completion – 4/30/26

#### MARKETING

##### Project Highlights

##### **Downtown Loop Business Engagement Campaign**

LTD launched a business engagement and social media campaign promoting the Downtown Loop. 30 shops, restaurants, and other small businesses along the route received promotional materials about the Downtown Loop to distribute them to customers. They also received window clings to indicate the route serves their business. The objectives of this campaign are to bolster business relationships — positioning transit as a source of customer traffic and economic vitality of downtown — and to increase Downtown Loop ridership by driving awareness among customers visiting downtown Eugene businesses.

##### **Connected by Art: Student Art Contest**

In January, LTD began promoting an art contest for local middle and high school students. Students are invited to submit original artwork based on the theme of “Where LTD Can Take You” as inspiration. Staff engaged with all middle and high schools in Lane County to promote the contest and submissions. The contest closed on February 27 and winners will be announced in early April. The winning artwork will be featured on the exterior of an LTD bus. The contest connects to one of LTD’s strategic priorities to increase youth engagement and develop an appreciation for public transportation.



# Lane Transit District Monthly Department Reports

**Reporting Period: January 1-31, 2026**

### Group Pass Program and Student Transit Pass

The Group Pass Program (GPP) has grown in January with the addition of three new GPP members from the hospitality and restaurant industries. Combined, these new members add 422 potential pass holders to the program and anticipated program revenue of more than \$27,000.

In support of the Student Transit Pass program, staff partnered with the Eugene 4J Safe Routes to School Coordinator to host education events at North Eugene High School.

### Marketing Metrics • January 2026

#### Digital

<u>Metric</u>	<u>Current Month</u>	<u>Prior Month</u>	<u>Increase/Decrease</u>	<u>% Change Monthly</u>
Social Media Followers*	14,382	14,257	+125	+ .88%
Social Media Post Views*	13,972	79,461	-65,489	-82.42%
Website Page Views	95,000	89,000	6,000	6.74%
Website Unique Visitors	20,000	20,000	0	0%
Text/Email Subscribers	5,383	5,297	+86	+1.62%

#### Advertising

<u>Media</u>	<u>Impressions</u>	<u>Cost Per Thousand Impressions (CPM)</u>	<u>Notes/Benchmarks</u>
<b>TV</b>	617,900	\$5.68	TV CPM benchmark range is between \$5 and \$35.
<b>Streaming TV</b>	107,630	\$13.94	Streaming TV CPM benchmark range is between \$25 and \$65.
<b>Digital Advertising</b>	187,053	\$4.77	These display ads generated 1,667 clicks to LTD.org, at a click-through rate (CTR) of 0.87%. Average CTR for this type of advertising is 0.46%.  Programmatic display ad CPM benchmark range is between \$1 and \$12.



# Lane Transit District Monthly Department Reports

Reporting Period: January 1-31, 2026

<b>Streaming Audio</b>	187,053	\$16.67	Streaming audio CPM benchmark range is between \$8 and \$40.
<b>Social Media</b>	344,712	\$2.28	Paid social media ads CPM benchmark is between \$2.40 and \$9.98.

\*Represents consolidated data from the social media accounts where LTD is active: Facebook, Instagram, LinkedIn, X

## Development Services

Joe McCormack, Chief Development Officer

### FACILITIES MANAGEMENT & PROJECTS

**Fixed Route Bus Stop ADA Assessments** – Consulting firm Kimley Horn will continue collecting data through March. LTD and Kimley Horn have developed a recommended prioritization and evaluation criteria that will be shared with the Strategic Planning Committee in March for input.

**Old River Road Station** – LTD has received an updated appraisal, resulting in a reduced listing price of \$1.875 million.

**Operation Command Center and the Glenwood Roof Replacement** – Progress continued in January and February as both projects advanced through the closeout phase. Key efforts included completion and coordination of permit closeout, resolution of punch-list items, progress on requested modification, system commissioning, and preparation of operation and maintenance manuals. As-built drawings were finalized, and financial reporting and contract closeouts are underway, marking steady progress toward full project completion.

**Boardroom Rehabilitation** – Continued progress has been made throughout January and early February, with several key milestones achieved, including cabinet installation, wood ceiling and wall finishes, and routing of the audio/visual (AV) infrastructure. The scope of work also includes the successful conversion of the former administrative break area into a modern, fully equipped conference room designed to support enhanced collaboration and functionality. The final phase in March will focus on installation, testing, and staff training for the new AV systems to ensure full operational readiness. The project remains on schedule and within budget, and will be completed for the March meeting of the Board.

**Conference Room Upgrades** – Starting in February 2026, the Spencer Conference Room (Conference Room A), Fleet Conference Room, and Facilities will undergo a series of technology upgrades and minor finish improvements. This project, which will continue through March, is designed to enhance the overall meeting experience. Key focus areas



# Lane Transit District Monthly Department Reports

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**Reporting Period: January 1-31, 2026**

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include the installation of a new video conferencing system and various room enhancements to support modern collaboration.

**Glenwood Sitework, Electrical, Mechanical, and Fleet Improvement** – Planning for this project is scheduled to begin in February 2026. Initial efforts will focus on the development of sponsor and technical advisory groups to facilitate scope of meetings. More detailed information and comprehensive updates will be provided in Spring 2026 as the planning phase progresses.

**Eugene Station Exterior Sitework Upgrades** – Project planning for the Eugene Station Exterior Sitework Upgrades will begin in Spring 2026 and will include scoping of paver replacement, concrete repairs, crosswalk adjustments, site lighting improvements, and roofing replacements. In Summer 2026, shelter painting is scheduled, including painting of the metal structural steel for all covered walkways within the station and along the perimeter of each building.

## **MOBILITY PLANNING**

**Audible Stop Announcements Pilot Update** – LTD's Audible Stop Announcements Pilot launched on February 1, 2026, in conjunction with the winter service change. The purpose of the pilot is to test stop announcements at all stops, going above and beyond minimum Americans with Disabilities Act (ADA) requirements. The pilot is currently operating on Route 1: Downtown Loop and utilizes text-to-speech technology, replacing the previous recorded voice files. Initial feedback gathered from riders and operators has been generally positive. This spring, audible announcements will expand to Routes 11, 17, 18, and 36. Operator feedback will be collected during Summer and Fall bid listening sessions, and rider surveys will be conducted in July. Results and recommendations are anticipated to be presented to the Strategic Planning Committee SPC in July or August.

## **Finance**

Pam Strutz, Chief Financial Officer

## **MATERIALS MANAGEMENT**

January 2026 inventory percentage was completed with 99.83% count accuracy and adjustment value of \$99.23. January 2026 total inventory value is \$2,284,836.29.

Enterprise Asset Management (EAM) Fleets and Materials Management software is still in the process of administrative cleanup. The Materials Management team is working on adding new workflow process improvements within the system.

## **PROCUREMENT**

20250107 – LTD Connector and Rural Shuttle Services Contract signed with Direct Medical Transportation.



# Lane Transit District Monthly Department Reports

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20260003 – Mobility on Demand Technology Services Contract signed with VIA Mobility.

## Information Technology

Aimee Reichert, Chief Performance Officer

### INFORMATION TECHNOLOGY /INTELLIGENT TRANSPORTATION SYSTEMS

LTD's technology work during this period focused on improving reliability, safety, and cross-department efficiency through targeted system upgrades and collaborative planning efforts.

In January, progress on the Microsoft 365 deployment supported more efficient district-wide document collaboration with the release of OneDrive, reducing reliance on shared drives and manual file sharing. Planning was finalized for an upgraded mobile video solution across LTD's fleet, with fixed-route installations scheduled to begin in March, strengthening safety, incident review, and operational accountability. Cross-functional planning also began on improvements to the Fleet Fluid Management system, bringing together Finance, Fleet Maintenance, Facilities, IT, and ITS to reduce operational risk and support safer maintenance practices. Together, these efforts strengthen core operational systems while positioning LTD for more reliable service delivery and safer working conditions.

### **FY2026 Technology Project Overview**

The following technology initiatives are designed to modernize core systems, improve service reliability, and support informed decision-making across operations and governance.

#### **In Progress – FY2026**

- **Operations Scheduling Replacement**  
Modernizing daily operations scheduling to better support reliable service delivery and long-term operational needs.
- **M365 Deployment**  
Implementing M365 to improve internal communication, collaboration, and information security.
- **Board Room Enablement**  
Upgrading board room technology to support clear presentations and effective in-person and remote participation, improving governance efficiency.
- **Mobile Video Surveillance Upgrades**  
Enhancing onboard video systems to improve safety, security, and incident review capabilities for staff and riders.

#### **In Planning – FY2026**

- **Fluid System Management Improvement**  
Improving how fleet fluid systems are monitored and managed to support safer, more efficient maintenance operations.



# Lane Transit District Monthly Department Reports

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- **Fare System Planning**

Planning system-wide fare improvements to support a more seamless and reliable rider experience.

**Planned – FY2026/2027**

- **CAD/AVL Turn-by-Turn Implementation**

Adding turn-by-turn navigation to improve route consistency, reduce operator stress, and support service reliability.

- **Incident Management Solution Upgrade**

Updating incident management tools to improve response coordination, documentation, and reporting.

- **Digital Radio Migration**

Transitioning to a modern digital radio system to improve the reliability and clarity of operational communications.

## **BUSINESS INTELLIGENCE**

BI continues to focus on turning data into actionable insights that support performance improvement and decision-making across the organization.

In January, BI partnered with HR to support retention goal setting, worked with Fleet to develop daily management dashboards, and collaborated with Finance on electric credit reporting and monitoring. These efforts directly support LTD priorities related to employee experience, service reliability, and financial stewardship.

BI also maintains a growing library of operational reports used to support improvements in absence management, new operator performance, and accident assessment. With over 60 active BI users and an average of 343 daily report references, BI tools are increasingly embedded in day-to-day management practices, supporting more timely decisions and accountability across departments. This increased use reflects a shift from static reporting toward performance-driven decision support.

## **Legal**

Carmen Jackson-Brown, In House Counsel

## **COMPLIANCE**

The Compliance Department continues to focus on policy review, contract management, and ongoing training efforts to strengthen the department.



# Lane Transit District

## Monthly Department Reports

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Compliance is actively centralizing LTD policies into a single, easily accessible location to improve ease of reference. During the transition period, the Compensation Policy, Equitable Engagement Policy, and the Records and Information Management Policy were finalized and implemented. These policies reinforce transparency, equity, and accountability throughout LTD.

In addition, the Records Management Officer completed a comprehensive review and update of all LTD departmental records retention schedules to ensure full alignment with the Oregon State Archives Division's five-year revisions. This effort strengthens compliance and reduces legal and audit risks.

The addition of in-house legal counsel has further enhanced LTD's ability to proactively address regulatory requirements, reduce legal risk, and provide timely guidance on policy and contract matters.

## Operations

Mike Hursh, Deputy Chief Executive Officer

March was a productive month for Operations, with strong progress in training, mobility outreach, and service expansion. The department continued to build internal capacity, respond to new regulatory requirements, and strengthen partnerships with both community organizations and peer transit agencies.

### **MOBILITY SERVICES UPDATES**

#### **Mobility Services**

- Welcomed Sarah Beecroft-Haffner as the new Grant Program Specialist, expanding support for grant management and program development.
- Delivered presentations to the Living with Memory Loss group and the STIF Advisory Committee (February 10), and to the Lane County Transportation Equity Assessment group (February 11).
- Participated in a Lane Independent Living Association listening session with the Planning team (February 12).
- Successfully launched the new Rural Shuttle Pilot and expanded LTD Connector service on March 2, improving mobility options in rural and underserved areas.

### **OPERATIONS TRAINING**

#### **Training & Workforce Development**

- The current New Operator Class reached its midpoint with all eight trainees progressing well.



## Lane Transit District Monthly Department Reports

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- Developed a new CDL training program aligned with updated state requirements, including revised pre-trip, air-brake, and vehicle-control materials.
- Completed 24 detour route training videos, now in final review; additional regular-route video content is in development.
- Continued building the Temporary Supervisor training program and began curriculum development for the Operator Time Keeping (GIRO) self-service system (launching Summer 2026).

### **Fare Inspection Activity Summary (January–February)**

#### **Analysis of Fare Inspection Trends**

Fare-inspection activity increased steadily from early January through early February, reflecting stronger field presence and improved operational consistency.

#### **Key Observations**

- Total inspections rose from 278 in early January to a peak of 1,549 during the week of February 1–7.
- Validated inspections increased in parallel, reaching 964 at the peak.

**LANE TRANSIT DISTRICT  
DELEGATED AUTHORITY REPORT  
February 2026**

<b>Contracts</b>									
<b>DATE EXECUTED</b>	<b>CONTRACTOR</b>	<b>DESCRIPTION</b>	<b>CONTRACT TYPE</b>	<b>CONTRACT TERM</b>	<b>CONTRACT VALUE</b>	<b>CONTRACT INCREASE/TASK ORDER AMOUNT</b>	<b>NEW CONTRACT VALUE</b>	<b>SIGNER</b>	<b>NOTES</b>
2/2/2026	Cacadia Mobility, Inc.	Operation and Management of the Specialized Bikeshare Program in Lane County	In-Kind Trade	Apr 20, 2025 - Apr 19, 2027	\$0.00	N/A	N/A	D. Roth	Amendment to extend the term of the agreement for another year and update Key Personnel.
2/3/2026	WSP USA, Inc.	Procurement Technical Assistance	Personal Services	Oct 1, 2024 - Nov 20, 2026	\$30,000.00	N/A	N/A	J. DeJong	Amendment to incorporate Contractor 2026 Rate Sheet.
2/13/2026	Turell	Student Pass and Brand Video Ads	Personal Services	Feb 1, 2026 - Jun 30, 2026	Task Order Amount As budgeted	\$16,480.00	N/A	E. Breitenstein	Task Order to produce audio and television commercials for Brand and Student Pass.
<b>Group Pass/Non-Profit Program - Revenue Agreements</b>									
<b>DATE EXECUTED</b>	<b>CONTRACTOR</b>	<b>DESCRIPTION</b>	<b>CONTRACT TYPE</b>	<b>CONTRACT TERM</b>	<b>ANNUAL CONTRACT VALUE</b>	<b>CONTRACT INCREASE AMOUNT</b>	<b>NUMBER of PARTICIPANTS</b>	<b>SIGNER</b>	<b>NOTES</b>
2/3/2026	Community Supported Shelters	Non-Profit Pass	Amendment	Mar 31, 2022 - ongoing	varies	N/A	varies	C. Rees	Amendment to update Key Personnel.
2/6/2026	Riverview Center for Growth	Non-Profit Pass	Revenue Agreement	Feb 1, 2026 - ongoing	varies	N/A	varies	C. Rees	New Agreement
2/10/2026	Cheba Hut	Group Pass	Revenue Agreement	Feb 1, 2026 - ongoing	\$650.40	N/A	10	E. Breitenstein	New Agreement
2/26/2026	Fox Hollow RCF	Group Pass	Revenue Agreement	Mar 1, 2026 - ongoing	\$1,626.00	N/A	25	E. Breitenstein	New Agreement



## Lane Transit District Agenda Item Summary (AIS)

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**Presented By: Jameson Auten, Chief Executive Officer**

**AIS Title: EmX Fare System Insights July 2025 – December 2025**

**Prepared By: Aimee Reichert, Chief Performance Officer**

### **Action: Discussion and Feedback**

**Agenda Item Summary:** Update on fare validation and inspection improvements along the EmX corridor throughout Q1 and Q2 FY2026. These results demonstrate that targeted fare technology investments can simultaneously improve safety, rider experience, and financial performance.

### **Summary**

In June 2025, Lane Transit District (LTD) implemented on-board fare validation and handheld inspection technology on the EmX Bus Rapid Transit (BRT) system, prioritizing customer safety and community value through improved fare recovery and focused safety intervention. Analysis of results from July 1 through December 31, 2025 indicates a strong early return on fare recovery ratio and safety presence.

During this period, LTD experienced substantial improvements in fare compliance and revenue performance. EmX fare inspections increased by more than 200% as operational adoption expanded and public safety officer (PSO) presence increased. While the initial failed inspection rate remained relatively high at 41%, most failed inspections were successfully converted into fare payment through PSO engagement.

Despite systemwide year over year ridership remaining essentially flat, fare revenue increased by nearly 5%. TouchPass digital payments grew by almost 12% and now account for approximately 78% of total fare revenue, while cash usage declined significantly—further improving payment capture and operational efficiency. Overall, the investment has generated an estimated 27% return over just six months, yielding approximately \$105,000 in additional revenue compared to the same period last year. The takeaway: strategic fare validation technology can pay for itself in a relatively short period and strengthen system integrity.

A systemwide fare evasion estimate, adjusted for targeted fourth-quarter inspections, places evasion between 10% and 16%—consistent with peer BRT systems and reflective of continued progress toward stronger fare validation and compliance.



## Lane Transit District Agenda Item Summary (AIS)

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Ongoing analysis suggests a primary contributor to remaining fare evasion is rider awareness rather than *intentional* non-payment. In response, the cross-functional team leading this work plans to introduce targeted behavioral interventions, including stop announcements and head-sign alerts indicating fare is required on EmX.

Overall, results from this period demonstrate meaningful progress: inspections are up, fare validation is improving, digital adoption is accelerating, and revenue performance is strengthening. This indicates a significant shift in payment behavior occurring over months rather than years. These early results indicate strong potential for broader application of fare validation strategies across LTD's system, and can inform future investment and policy decisions related to fare compliance, safety, and customer experience.

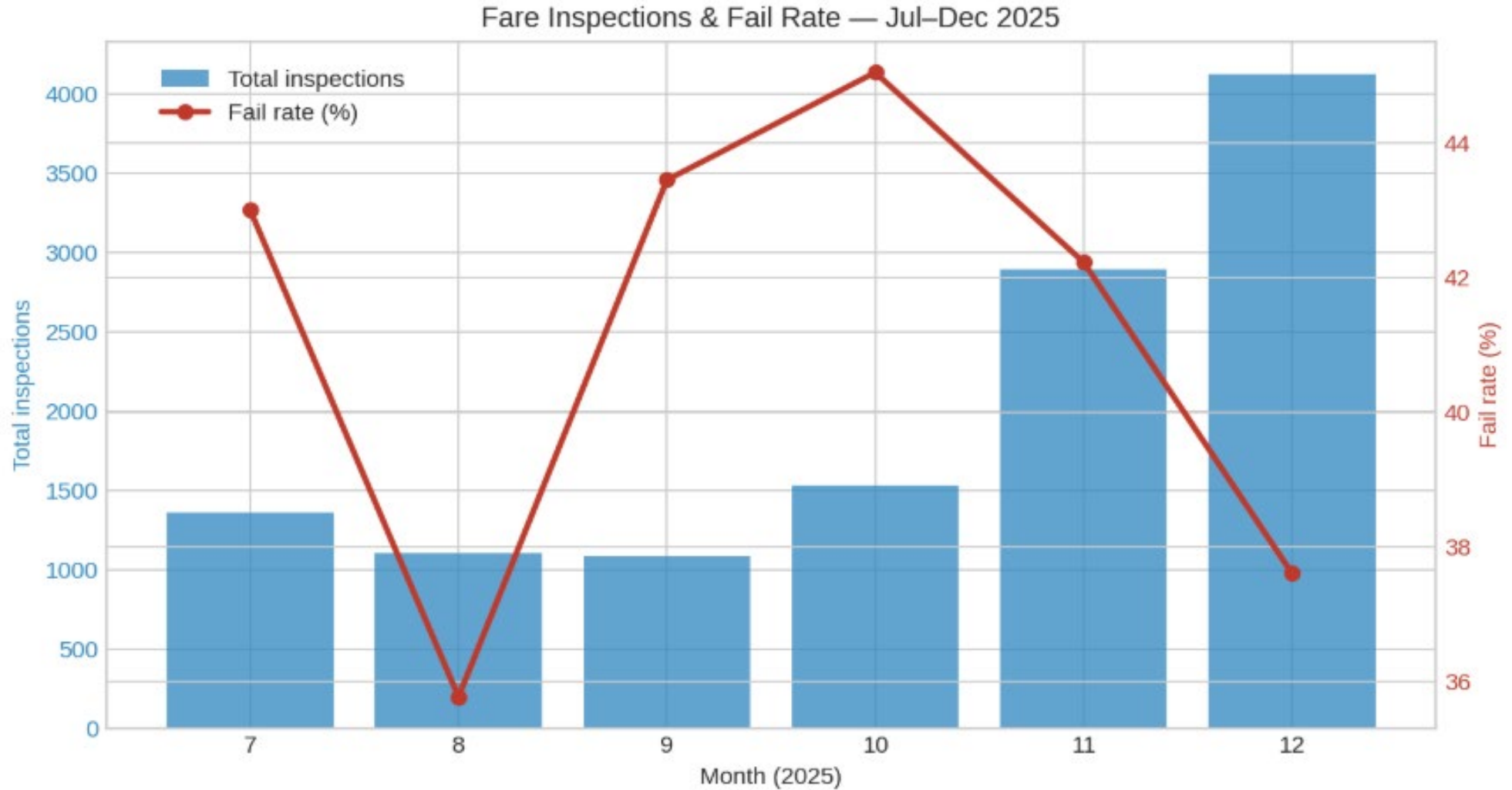
We will continue to monitor over the next six months, including addition of insights on perceptions of safety to be collected through our 2026 annual customer satisfaction survey.

**Attachments:**

- (1) EmX Fare Insights Presentation

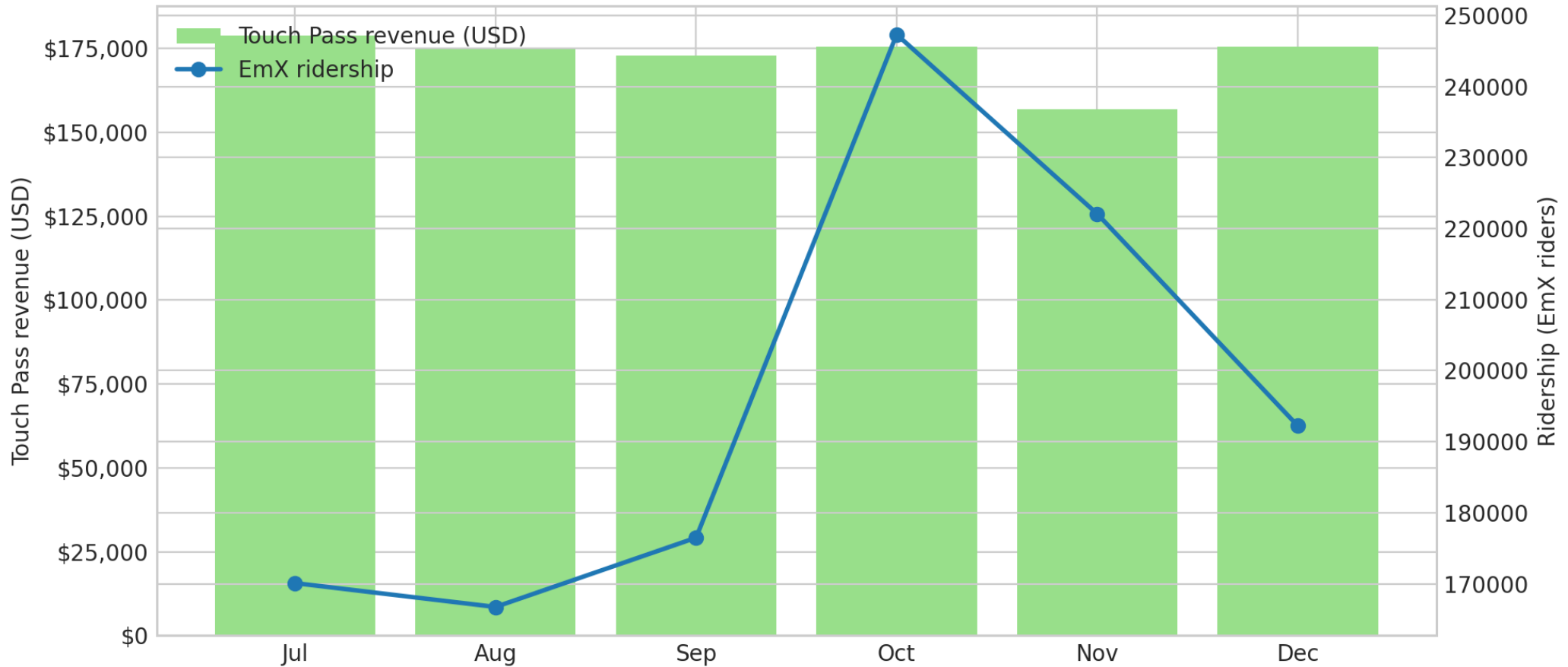
**I certify that my Department Chief has reviewed and approved this AIS:**

# EmX Fare System: What We're Seeing



# EmX Fare System: What We're Seeing

Touch Pass Revenue (bars) and EmX Ridership (line), Jul-Dec 2025



# EmX Fare System: Summary

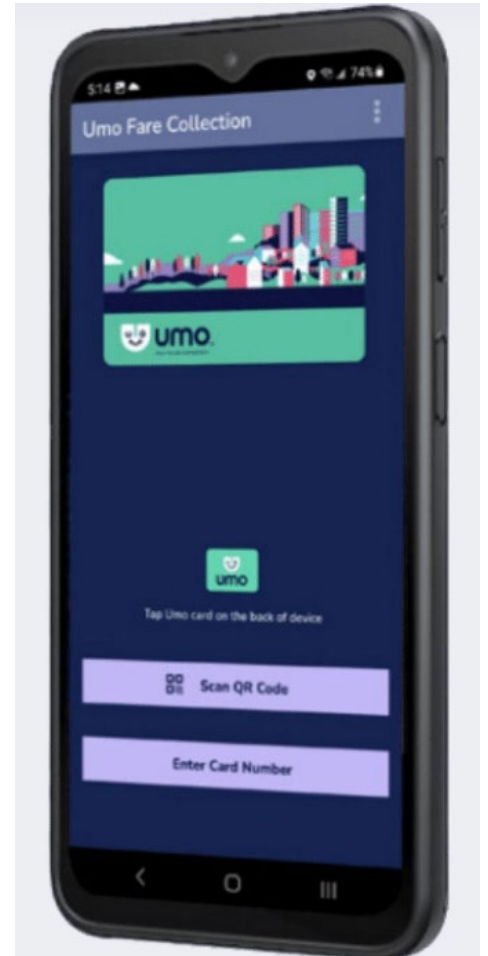


Metric	Trend	Implication
Ridership	Flat	Not driving revenue increase
Inspections	Increasing	Higher PSO engagement
Revenue	Up ~5%	More revenue captured per rider
Touch Pass	Up ~12%	Strong digital adoption
Cash	Down ~18%	Less leakage, higher compliance
Passes	Down ~6%	Riders paying a higher per-ride yield

# What it Means and What's Next

## Planned next steps

- Clear fare-required messaging via stop announcements and head signs
- Continued monitoring of compliance and revenue trends
- Integration of customer safety perception data in 2026 survey





## Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer

**AIS Title:** 2026 Oregon Short Legislative Session Review

**Prepared By:** Sam Kelly-Quattrocchi,  
Government Relations Manager

**Action:** Discussion and Feedback

**Agenda Item Summary:** February 2 marked the beginning of the 2026 Oregon Short Legislative Session. In Oregon, in even numbered years, the legislature only meets for 35 days and the session is intended to focus on smaller, quicker bills that do not involve large revenue bills, but rather correcting mistakes from previous sessions.

The 2026 session began with the first revenue forecast of the year, showing a positive light on Oregon's revenue. The rest of the session focused on key issues like transportation, transit, housing, transient lodging taxes, and economic development.

LTD staff will review the key bills LTD tracked and provided testimony on, impacts to LTD and Lane County, and how the stage is set for the 2027 Long Session.

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

# Legislative Strategy

- Priority Transit Bills
  - HB 4008 – Transit Funding Taskforce
  - SB 1599 – Transportation Package Referendum Vote
- Intermediary Bills & Transit
  - Transient Lodging Tax
  - Oregon Prosperity Roadmap
  - ODOT Budget
- Legislative Strategies Update
  - Meeting & Testimony Frequency
  - Impacts and Outcomes





# Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer      **AIS Title:** Advertising Policy Briefing

**Prepared By:** Eric Breitenstein, Director of Marketing

**Action:** Information only

## **Agenda Item Summary:**

Lane Transit District (LTD) identified the diversification of revenue streams, to include the development of a transit advertising program, as a priority in the Board-adopted 2026-2028 Strategic Business Plan. As a precursor to the development and implementation of the advertising program, LTD is establishing an Advertising Policy that will establish objective, clear, and consistently applied guidance on the types of advertisements permitted on LTD assets such as buses and facilities.

In developing this policy, careful consideration was given to LTD's First Amendment obligations. While LTD does not intend to be deemed a public forum, the draft policy seeks to affirm the intent to maintain a *limited public forum* to advance interests important to the operation of LTD's transportation system.

## **Draft Policy Overview**


- Viewpoint-neutral restrictions: The restrictions on content are established in a viewpoint-neutral manner while ensuring operational and community standards.
- Defining LTD interests: As a limited public forum to advance interests important to the operation of LTD, the draft policy defines those interests, including promotion of public transportation, safety, and avoiding the misidentification of LTD with advertiser viewpoints.
- Defining Permitted Content: The draft policy authorizes commercial and promotional messages, governmental advertising, and public service announcements. Content limitations are also defined.

Administration and appeal process: Roles, responsibilities, and processes are defined for the approval of advertising content and the process for appealing to the rejection of advertisements.

## **Attachments:**

- (1) Draft Advertising Policy

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

	<b>Marketing &amp; Communication</b>	<b>Department(s) Affected:</b> Marketing & Communication
		<b>Effective Date:</b> March 18, 2026
		<b>Revision Date(s):</b>

## LANE TRANSIT DISTRICT ADVERTISING POLICY

### 1. PURPOSE

The purpose of the Lane Transit District (LTD or “District”) Advertising Policy (“Policy”) is to establish objective, clear and consistently applied guidance as to the types of advertisements that will allow LTD to generate revenue and enhance transit operations. The Policy governs the display of advertising on LTD assets (“Property”) which may include:

1. LTD vehicles (exterior bus ads, interior bus ads, and/or ads deployed through on-board audio systems); or
2. Facilities LTD owns, leases, or operates such as bus stops and stations (promotional signs, station graphics, digital signs).

Advertising is subject to the viewpoint-neutral restrictions set forth in this policy. All restrictions on content are implemented in a viewpoint-neutral manner while ensuring operational and community standards.

LTD does not intend its Property to become a public forum or designated public forum. Instead, exercising proprietary rather than regulatory authority, LTD intends to maintain a limited public forum to advance interests important to the operation of LTD’s transportation system through the sale of advertising. Those interests include:

1. Generating revenue to augment LTD’s operating budget;
2. Promoting the use of public transportation;
3. Maintaining the safety of riders, personnel, and the public;
4. Protecting minors who travel on LTD’s transportation system; and
5. Avoiding the misidentification of LTD with the viewpoints of any advertiser

### 2. DEFINITIONS

**“Advertisers”** means any person or entity that has opted to place advertisements on LTD property.

**“Advertising Contractor”** means the person or entity that has contracted with LTD to manage any of the District’s advertising space.

### 3. RESPONSIBILITIES

The Director of Marketing shall be responsible for maintaining and implementing this advertising policy and all associated procedures.

The Board of Directors shall periodically review this Policy and approve any amendments as necessary.

### 4. POLICY

LTD retains strict control over advertisements accepted on its property, in order to realize the maximum benefit from the sale of advertising space.

All advertising space must be used solely by the purchasing party. The transfer, donation, or assignment of advertising space to any third party, whether for consideration or free of charge, is strictly prohibited. All advertisements must clearly identify the sponsoring entity, which must be the same as the purchasing party. Any advertising in which the identity of the advertiser is not readily and unambiguously identifiable must include the following phrase to identify the advertiser in clearly visible letters (no smaller than 72-point type for exteriors and 24-point type for interiors): "Advertisement paid for by [name of advertiser]."

LTD must accommodate all persons without distinction of age. It is necessary to exclude advertising that may be unsuitable to all riders, as they are a captive audience. It is also necessary to consider that many District riders are minors.

#### A. Permitted Advertising Content

The following classes of advertising are authorized on LTD property if the advertising does not include any material described in subsection 4.B (Advertising Content Limitations):

1. **Commercial and Promotional Advertising:** Advertisements that promote or solicit the sale, rental, distribution, or availability of goods, services, entertainment, events, programs, donations, or property (real or personal) for commercial or noncommercial purposes or more generally promote an entity that engages in such activities.
2. **Governmental Advertising:** Notices or messages from government entities, meaning public entities specifically created by government action, that advance specific government purposes.
3. **Public Service Announcements:** Announcements which are sponsored by either a government entity or a nonprofit corporation that is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code and which are directed to the general public or a significant segment of the public and relate to:
  - Prevention or treatment of illnesses;
  - Promotion of safety or personal well-being;
  - Education or training;
  - Art or culture;
  - Provision of children and family services;

- Solicitation by broad-based contribution campaigns which provide funds to multiple charitable organizations; or
- Provision of services and programs that provide support to income-constrained individuals, older adults, and people with disabilities.

## **B. Advertising Content Limitations**

LTD shall reject any advertising message that:

1. Is false, misleading, or deceptive;
2. Contains, promotes, or relates to illegal activity prohibited by Federal, State of Oregon, or local laws within the District's service area;
3. encourages or depicts unsafe or unlawful conduct with respect to transit-related activities;
4. Is intended (or reasonably could be interpreted as being) disparaging, disreputable, or disrespectful to persons, groups, businesses, or organizations;
5. Infringes upon or misappropriates any copyright, trademark, service mark, or other proprietary right without authorization;
6. Directly discourages use of District services, diminishes the District's reputation in the community, or otherwise competes with LTD;
7. Is inconsistent with the purpose of providing safe, efficient, customer-focused public transportation;
8. Is so insulting, degrading, or offensive as to be reasonably foreseeable that it will incite or produce lawless action in the form of retaliation, vandalism, or other breach of public safety, peace, and order;
9. Implies LTD's endorsement of the advertising, such as advertising that contains LTD graphics, logos, or representations without the express written consent of the District;
10. Promotes or appears to promote any identifiable or specific religious viewpoint, message, or practice;
11. Contains explicit sexual material, obscenity, profanity, or material that is considered harmful to minors as defined in ORS 167.080, *et. seq.*;
12. Contains any material that promotes or encourages, or appears to promote or encourage, a transaction related to, or uses brand names, trademarks, slogans or other materials which are identifiable with films rated "X" or "NC-17," bookstores, games with an Entertainment Software Rating Board Rating of "Mature M" or "A," "Adult Only" adult video stores, nude dance clubs, and other adult entertainment establishments, adult telephone services, adult Internet sites and escort services.
13. Promotes the sale or use of alcoholic beverages, tobacco, tobacco-related products, electronic cigarettes, cannabis products, or any Schedule 1 controlled substance;
14. Promotes the sale or use of a firearm;
15. Contains any profane language, or portrays images or descriptions of graphic violence, including dead, mutilated or disfigured human beings or animals, the act of killing, mutilating or disfiguring human beings or animals, or intentional infliction of pain or violent action towards or upon a person or animal, or that depicts weapons or devices that appear to be aimed or pointed at the viewer observer in a menacing manner;
16. Depicts related instruments, devices, items, products, or paraphernalia that are designed for use in connection with sexual activities;

17. Promotes or opposes candidates for appointive or elective offices, ballot questions, initiatives, petitions, or referenda; or
18. Promotes or opposes candidates for public office, or ballot initiatives, or advocates for a position on controversial political or social issues, except as allowed under narrowly tailored public service announcement provisions or as required by applicable law.

LTD reserves the right to display advertising and information that pertain to District operations, programs, and promotions, as well as other areas identified at the District's discretion, consistent with the standards herein.

### **Administration**

To administer the advertising policy, LTD will select an Advertising Contractor (or Contractors) responsible for the daily administration of the advertising program in accordance with the policy. The Advertising Contractor shall review each advertisement to determine compliance with the policy and consult with LTD when questions or concerns arise, in accordance with any contract between LTD and the Advertising Contractor or associated standard operating procedures. Final determinations regarding the acceptability of any advertisement shall rest with LTD. The Advertising Contractor may recommend rejection or approval, but shall not make final decisions without LTD's confirmation. Advertisers may request a written explanation of any rejection, and LTD shall provide a means for appeal or reconsideration consistent with LTD's internal procedures.

### **Appeal Process**

The Advertising Contractor will make initial decisions about accepting or rejecting proposed advertising. The decisions will be based on this Policy. LTD's Director of Marketing or designee will work with the Advertising Contractor to resolve issues about advertisements that do not comply with the Policy. Resolution may include rejection or modification of the art, copy, or both.

An advertiser may appeal a decision to reject or remove an advertisement by filing a written request with the Advertising Review Committee ("Committee") within ten business days after the rejection or removal decision. The advertiser's request must state why the advertiser disagrees with the decision in light of the Policy. The Committee consists of the following LTD personnel: the Director of Marketing, the Compliance Officer, Chief Operations Officer, or alternative personnel designated by the Chief Executive Officer (CEO). The Committee may consult with legal counsel. The Committee will review the basis for the rejected or removed advertisement and will consider the advertiser's reasons for filing the request. The advertiser will be notified in writing of the committee's decision on the request within ten business days after receiving the request.

An advertiser who disagrees with the decision of the Committee may request LTD's CEO to review the Committee's decision. The advertiser's written request for further review must be received within five business days after receipt of the Committee's decision. The CEO may consult with legal counsel. The CEO may accept, reject, or modify the Committee's decision and will notify the advertiser of the decision within five business days after the CEO receives the request for further review. The CEO's decision is final.

## RECORD RETENTION SCHEDULE

Advertising and Promotion Records (Non-State Fair): Series is used to prepare and produce promotional materials, and to document promotions, advertising campaigns, marketing initiatives, and public relations efforts. Records may include event programs and schedules, passes, newsletters, news clippings, paste-ups, drawings, copies of ads, photographs, slides, videotapes, sound recordings, story scripts, posters, brochures, flyers, and correspondence. (Minimum retention: two years)

## COMPLIANCE AND DISCIPLINARY ACTIONS

Failure to follow this policy may result in disciplinary actions, suspension, or termination based on severity.

## MAINTENANCE

This policy will be reviewed annually for updates.

## REVISION HISTORY

Revision Number	Author	Summary of Changes

Legal References: N/A

Related Forms: N/A

Related Policies and Procedures: N/A

## POLICY APPROVAL

Policy Stage	
New Policy	<input checked="" type="checkbox"/>
Revision	<input type="checkbox"/>
Rescind	<input type="checkbox"/>
Other:	Click or tap here to enter text.

Required Approval Type	
Chief Executive Officer (CEO) Approval	<input checked="" type="checkbox"/>
Board of Directors' Approval	<input type="checkbox"/>
Other:	Click or tap here to enter text.

\_\_\_\_\_  
Jameson Auten, Chief Executive Officer (CEO)

\_\_\_\_\_  
Date



# Lane Transit District

## Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer

**AIS Title:** Monthly Financial Report

**Prepared By:** Pamela Strutz, Chief Financial Officer

**Action:** Information Only

The purpose of this report is to provide the Board of Directors with the District's regular monthly financial update, summarizing budget-to-actual performance for revenues and expenditures across all funds. This report represents preliminary year-to-date results through January 2026.

### Summary of Key Highlights

- Revenue: \$69.1M (45.2% of annual budget) — up from \$48.3M (28.8%) last year.
- Expenditures: \$65.8M (43.0% of budget) — up from \$57.1M (34.0%) last year.
- Net Position: Preliminary surplus \$3.3M, compared to deficit -\$8.8M last year due to timing of grant drawdowns.

### General Fund Snapshot

- Revenue: \$46.7M (58.2% of budget), driven by strong payroll tax receipts (\$36.7M, 62.5%), interest earned ahead of budget \$1.6M (69.7% of budget), local assistance \$30k is Wellness grant from PacificSource.
- Expenditures: \$41.4M (49.0% of budget), front-loaded costs are smoothing out, annual VEBA contribution was made in January which pushes expense up.

### Non-General Funds

- Revenue: \$22.5M (30.9% of budget), timing of project drawdowns and transfers.
- Expenditures: \$24.4M (35.6% of budget), led by capital project activity.

### Outlook

- Trends align with budget expectations and seasonal timing.
- Slight growth in fares, strong growth in payroll tax revenue continues.
- Focused work by grants staff to reconcile and drawdown on eligible expenses.
- Expenses show below budget year-to-date, parts and fuel showing significant savings from budgeted amounts, open positions, and timing of fleet purchases (Capital Fund).
- Property insurance and VEBA contribution are annual expenses occurring in January.

### Attachments:

- (1) LTD Financial Report

**Lane Transit District**  
**Financial Report Budget to Actuals (PRELIMINARY )**  
**For the 7 Months Ending January 31, 2026**  
**(For Internal Use only - not audited)**

<b>Revenue: General Fund</b>	<b>FY26 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>	<b>FY25 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>
Fares & Passes	\$ 2,467,065	\$ 1,476,465	59.8%	\$ 2,839,500	\$ 1,344,073	47.3%
Group Passes	1,959,760	866,802	44.2%	2,137,000	817,735	38.3%
Advertising	-	-	0.0%	50,000	-	0.0%
Special Services	131,222	123,301	94.0%	127,400	111,884	87.8%
Payroll Tax Revenue	58,826,480	36,744,970	62.5%	53,873,247	30,081,336	55.8%
Self-Employment Tax	2,400,000	528,460	22.0%	2,685,256	808,572	30.1%
State In-Lieu-of Tax	735,000	378,912	51.6%	841,922	404,227	48.0%
Interest Income	2,235,000	1,556,914	69.7%	1,200,000	1,525,678	127.1%
Federal Assistance	4,700,000	2,966,639	63.1%	27,650,000	-	0.0%
State Assistance	5,350,000	1,704,304	15.9%	3,350,000	652,985	19.5%
Local Assistance	-	30,000	0.0%	-	-	0.0%
Misc Revenue, Records, Recovery	391,200	91,525	23.4%	320,000	251,434	78.6%
Procedes from Sale of Asset	1,000,000	189,050	18.9%	-	-	-
<b>Total General Fund Revenue</b>	<b>\$ 80,195,727</b>	<b>\$ 46,657,342</b>	<b>58.2%</b>	<b>\$ 95,074,325</b>	<b>\$ 35,997,924</b>	<b>37.9%</b>

<b>Revenue: Non-General Funds</b>						
Capital Projects Fund	\$ 25,468,336	\$ 10,115,292	25.1%	\$ 29,964,985	\$ 21,380	0.1%
Medicaid Fund	\$ 19,082,519	8,762,569	45.9%	17,651,250	8,597,243	48.7%
Mobility Services Fund	15,818,716	2,951,465	13.7%	14,383,989	3,318,380	23.1%
Point2Point	163,265	1,275	0.6%	484,975	-	0.0%
Working Capital	4,345,776	-	0.0%	2,000,582	-	0.0%
Sustainable Services Fund	1,098,743	641,550	0.0%	200,000	341,173	170.6%
Transfer from General Fund	6,805,750	106	0.0%	8,018,285	-	0.0%
<b>Total Non-General Funds Revenue</b>	<b>\$ 72,783,105</b>	<b>\$ 22,472,256</b>	<b>30.9%</b>	<b>\$ 72,704,066</b>	<b>\$ 12,278,176</b>	<b>16.9%</b>

<b>Total All Revenue</b>	<b>\$ 152,978,832</b>	<b>\$ 69,129,598</b>	<b>45.2%</b>	<b>\$ 167,778,391</b>	<b>\$ 48,276,100</b>	<b>28.8%</b>
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<b>Expenditures: General Fund</b>	<b>FY26 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>	<b>FY25 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>
Business Intelligence	\$ 695,318	\$ 425,066	61.1%	\$ 630,942	\$ 270,630	42.9%
Compliance	844,112	456,909	54.1%	449,879	252,470	56.1%
Customer Services	1,213,192	682,356	56.2%	1,116,734	581,211	52.0%
Executive Office	3,038,988	1,725,948	56.8%	2,596,967	1,322,798	50.9%
Facilities Management	3,754,918	1,791,249	47.7%	3,440,166	1,745,063	50.7%
Finance	1,889,065	1,136,315	60.2%	1,674,277	1,047,304	62.6%
Fleet Management	7,169,937	4,212,778	58.8%	6,539,179	3,767,088	57.6%
Human Resources	5,947,557	2,837,869	50.5%	11,407,114	3,111,985	27.3%
Information Technology	4,973,918	2,799,698	56.3%	4,418,157	2,460,182	55.7%
Insurance & Risk Services	2,896,671	1,478,685	51.0%	2,280,058	1,221,576	53.6%
Intelligent Transport Systems	882,578	404,198	45.8%	707,308	178,489	25.2%
Marketing	1,932,746	1,011,196	52.3%	2,106,372	776,557	36.9%
Materials Management	6,394,400	2,383,700	37.3%	6,209,500	2,360,926	38.0%
Mobility Services	411,521	200,281	48.7%	429,756	208,397	48.5%
Planning & Development	1,041,317	573,012	55.0%	885,437	485,614	54.8%
Procurement	1,377,563	813,417	59.0%	1,468,312	840,732	57.3%
Public Safety Services	3,047,701	1,560,147	51.2%	2,834,624	1,122,099	39.6%
Special Events/Contingency	98,000	-	0.0%	50,000	-	0.0%
Transit Operations	30,016,065	16,697,930	55.6%	27,736,220	14,828,888	53.5%
Transit Training	60,186	202,880	53.0%	65,620	9,241	14.1%
Transfer To Other Funds	6,805,750	106	0.0%	20,018,285	-	0.0%
<b>Total General Fund Expense</b>	<b>\$ 84,491,503</b>	<b>\$ 41,393,740</b>	<b>49.0%</b>	<b>\$ 97,064,907</b>	<b>\$ 36,591,250</b>	<b>37.7%</b>

**Lane Transit District**  
**Financial Report Budget to Actuals (PRELIMINARY )**  
**For the 7 Months Ending January 31, 2026**  
**(For Internal Use only - not audited)**

<b>Expenditures: Non-General Funds</b>	<b>FY26 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>	<b>FY25 Budget</b>	<b>Actual to date</b>	<b>% Budget</b>
Capital Projects Fund	\$ 31,096,336	\$ 9,549,449	30.7%	\$ 36,640,620	\$ 6,583,526	18.0%
Medicaid Fund	19,410,269	9,235,254	47.6%	17,979,000	9,017,390	50.2%
Mobility Services Fund	16,318,716	5,573,334	34.2%	14,893,989	4,844,672	32.5%
Point2Point	263,265	45,480	17.3%	699,875	24,303	3.5%
Sustainable Services Fund	1,398,743	-	0.0%	500,000	-	0.0%
<b>Total Non-General Funds Expense</b>	<b>\$ 68,487,329</b>	<b>\$ 24,403,517</b>	<b>35.6%</b>	<b>\$ 70,713,484</b>	<b>\$ 20,469,892</b>	<b>28.9%</b>
<b>Total All Expense</b>	<b>\$ 152,978,832</b>	<b>\$ 65,797,257</b>	<b>43.0%</b>	<b>\$ 167,778,391</b>	<b>\$ 57,061,142</b>	<b>34.0%</b>
	0					
<b>Net Surplus (Deficit)</b> <b>(Total Revenue less Total Expense)</b>	<b>\$ 3,332,341</b>			<b>\$ (8,785,042)</b>		



## Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer      **Title:** Consent Agenda

**Prepared By:** Brianna Gutierrez-Thorne, Board Liaison Officer

**Action:** Approval

**Consent Agenda:**

- Approval of Monthly Finance Report
- Adoption of Resolution No. 2026-03-08, appointing a member to the Lane Transit District Budget Committee

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



## Lane Transit District Agenda Item Summary (AIS)

---

**Presented By:** Jameson Auten, Chief Executive Officer

**AIS Title:** Appointment of Budget Committee Member

**Prepared By:** Brianna Gutierrez-Thorne, Board Liaison Officer

**Action:** Adoption

**Agenda Item Summary:** The purpose of this item is to seek Board adoption of Resolution 2026-03-18-08, appointing a new member to the Lane Transit District Budget Committee.

**Background:** The Budget Committee serves as a standing advisory body that works with Lane Transit District's Board of Directors to review the agency's proposed budget, provide fiscal oversight, and support transparency and community representation in the budget development process. Committee membership includes Board Directors and appointed community members who bring diverse perspectives to LTD's financial planning and resource allocation discussions.

The proposed action appoints a new member to the Budget Committee to fill a current vacancy and maintain the Committee's full composition in accordance with applicable governance requirements. Timely appointments support continuity in budget review activities and ensure the Committee is fully prepared to participate in the upcoming budget cycle.

LTD staff recommend approving the appointment of Luke McCallister as subdistrict 1 representative effective March 31, 2026 and for the term ending June 30, 2029.

**Attachments:**

- (1) Resolution No. 2026-03-18-08
- (2) New Budget Committee Member Biography

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

**Proposed Motion:** I move to adopt Resolution 2026-03-18-08: appointing a member to the Lane Transit District Budget Committee.



## Budget Committee Onboarding Member



### Luke McAllister

Financial Advisor, Northwestern Mutual

#### Bio

Luke McAllister grew up on the Oregon Coast in the small town of Warrenton, Oregon. Through soccer, Luke earned the opportunity to attend college away from home, spending two years at Treasure Valley Community College. Luke later worked for eight years with NPC International, at the time the largest franchisee of Pizza Hut restaurants. After his wife graduated from medical school, Luke chose to pursue a long-standing interest in financial advising. Following her residency, his wife accepted a position with PeaceHealth in Eugene, prompting their move back to Oregon. Luke has since combined his financial advising practice with two partners based out of Salem, Oregon. Since relocating to Springfield, Luke has been an active member of Rotary Club 364, served on the Willamalane Park Foundation, and most recently opened Valley Sims in Eugene.



**RESOLUTION NO. 2026-03-18-08**

**APPOINTING A MEMBER TO THE LANE TRANSIT DISTRICT BUDGET COMMITTEE**

**WHEREAS**, Lane Transit District (LTD) maintains a Budget Committee in accordance with Oregon Local Budget Law (ORS Chapter 294), composed of members of the Board of Directors and an equal number of appointed community members; and

**WHEREAS**, the Budget Committee is responsible for reviewing the Proposed Budget, receiving the Budget Message, conducting public meetings on the District’s financial plan, and approving the budget for recommendation to the Board of Directors; and

**WHEREAS**, a vacancy currently exists for an appointed community member position on the LTD Budget Committee; and

**WHEREAS**, maintaining full membership of the Budget Committee supports effective fiscal oversight, transparency, and continuity in the District’s annual budget process; and

**WHEREAS**, LTD staff recommend the appointment of Luke McCallister to fill the current Budget Committee vacancy;

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Transit District Board of Directors hereby appoints Luke McCallister to serve as a community member of the Lane Transit District Budget Committee for the applicable term in accordance with District bylaws and Oregon Local Budget Law.

Member  
Luke McCallister

Term Ending  
6/30/2029

**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS THIS 18TH DAY OF MARCH, 2026.**

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Susan Cox, Board President



# Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson T. Auten, Chief Executive Officer

**Contract Title:** Fixed Route Three New Flyer 60ft Articulating Diesel Replacement Vehicles

**Prepared By:** Eric Evers, Director of Fleet Maintenance

**Contract No.:** WADES06719

**Grant No:** 1738-2026-02

**Entering into a Contract:**

**Contract Amendment:**

**Approved by Procurement:**

**Approved by Legal:**

**Action:** Adoption of Resolution No. 2026-03-18-09, authorizing the Chief Executive Officer to enter into a contract with New Flyer of America for the purpose of replacing three (3) sixty-foot Articulating buses for fixed route revenue service.

**Agenda Item Summary:** Lane Transit District will utilize the Washington Department of Enterprise Services cooperative agreement 06719-01 to procure these vehicles. This contract authorizes LTD to carry out annual vehicle replacements for state-of-good-repair purposes, driven by the end of vehicle life. As part of this initiative, LTD will replace three 60 foot articulating fixed route buses on a one-for-one basis due to their end-of-life status. We plan to utilize 5307 funds to support these vehicle replacements. The total cost for these vehicles is as follows:

- 60-Ft Articulating Fixed Route Diesel Bus: 1 each @ \$1,236,833.05 x 3 Total = \$3,710,499.15
- Total Contract Amount: \$3,710,499.15

**Attachments:**

- (1) Resolution No. 2026-03-18-10

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

**Proposed Motion:** I move to Adopt Resolution No. 2026-03-18-09, authorizing the Chief Executive Officer to enter into a contract with New Flyer of America for the purpose of replacing three (3) 60ft Articulating buses for fixed route revenue service.



**RESOLUTION NO. 2026-03-18-09**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURPOSE OF REPLACING THREE SIXTY-FOOT ARTICULATING BUSES FOR FIXED ROUTE REVENUE SERVICE**

**WHEREAS**, LTD needs to replace three sixty-foot articulated fixed route buses on a one-for-one basis due to their end-of-life status;

**WHEREAS**, LTD's Fiscal Year 2027-2028 Budget includes utilizing federal 5307 funds;

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

**WHEREAS**, LTD followed the Cooperative Agreement 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. 2024-08-21-023, 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 LTD's Board of Directors, 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 New Flyer of America for the purpose of replacing three sixty-foot articulated fixed route buses on a one-for-one basis due to their end-of-life status in an amount not to exceed \$3,710,499.15; and (b) as needed, execute amendments to the contract not to exceed a cumulative contract total of \$3,960,499.15.

**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18TH DAY OF MARCH, 2026.**

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Susan Cox, Board President



# Lane Transit District Agenda Item Summary (AIS)

---

**Presented By:** Jameson T. Auten, Chief Executive Officer

**Contract Title:** Seven Fixed Route New Flyer 60-foot EmX Diesel Replacement Vehicles

**Prepared By:** Eric Evers, Director of Fleet Maintenance

**Contract No.:** WADES06719

**Grant No:** 1738-2026-03

**Entering into a Contract:**  **Approved by Legal**

**Contract Amendment:**

**Approved by Procurement:**

**Action:** Adoption of Resolution No. 2026-03-18-10; authorizing the Chief Executive Officer to enter into a contract with New Flyer of America for the purpose of replacing seven sixty-foot EmX buses for fixed route revenue service.

**Agenda Item Summary:** Lane Transit District will utilize the Washington Department of Enterprise Services cooperative agreement 06719-01 to procure these vehicles. This contract authorizes LTD to carry out annual vehicle replacements for state-of-good-repair purposes, driven by the end of vehicle life. As part of this initiative, LTD will replace seven sixty-foot EmX fixed route buses on a one-for-one basis due to their end-of-life status. We plan to utilize 5337 and STIF Carry Forward funds to support these vehicle replacements. The total cost for these vehicles is as follows:

- 60-Ft EmX Fixed Route Bus: 1 each @ \$1,319,886.63 x 7 Total = \$9,239,206.41
- Total Contract Amount: \$9,239,206.41

**Attachments:**

- (1) Resolution No. 2026-03-18-10

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

**Proposed Motion:** I move to Adopt Resolution No. 2026-03-18-10; Authorizing the Chief Executive Officer (CEO) to enter into a contract with New Flyer of America for the purpose of replacing seven sixty-foot EmX buses for fixed route revenue service.



**RESOLUTION NO. 2026-03-18-10**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH NEW FLYER OF AMERICA FOR THE PURPOSE OF REPLACING SEVEN SIXTY-FOOT EMX BUSES FOR FIXED ROUTE REVENUE SERVICE**

**WHEREAS**, LTD is in need of replacing seven sixty-foot EmX fixed route buses for one-for-one basis due to their end-of-life status;

**WHEREAS**, LTD's Fiscal Year 2027-2028 Budget includes using federal 5337 funds and Statewide Transportation Improvement Fund (STIF) Carry Forward Funds;

**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 Cooperative Agreement 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. 2024-08-21-023 the LTD 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 New Flyer of America for the purpose of replacing seven sixty-foot EmX fixed route buses on a one-for-one basis due to their end-of-life status in an amount not to exceed \$9,239,206.41; and (b) as needed, execute amendments to the contract not to exceed a cumulative contract total of \$9,489,206.41.

**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18TH DAY OF MARCH, 2026.**

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Susan Cox, Board President



# Lane Transit District Agenda Item Summary (AIS)

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**Presented By:** Jameson Auten, Chief Executive Officer

**Contract Title:** Waivered Non-Medical Transportation (NMT)

**Prepared By:** Jeffrey Howell, Mobility Services Coordinator

**Contract No.:** 186932-0

**Grant No:** N/A

**Entering into a Contract:**

**Contract Amendment:**

**Approved by Procurement:**

**Action:** Adoption of Resolution No. 2026-03-18-11, authorizing the Chief Executive Officer to enter into a contract with the Oregon Department of Human Services for the purpose of providing non-medical transportation services.

**Agenda Item Summary:** Lane Transit District provides certain RideSource services for waived non-medical transportation services for Oregon Department of Human Services Medicaid K-Plan In-Home benefit consumers. The non-medical transportation services ensure eligible Oregon Health Plan members have access to a limited number of trips each month for non-medical purposes, an essential component to independent living. Eligibility is determined by Lane Council of Governments' Senior and Disability Services (S&DS) staff for Medicaid K-Plan members. These non-medical transportation services set a maximum number of trips per month. These services are subsidized with federal funds (30.25%) and an enhanced 6% federal subsidy of 36.25% total match. Based on a program tier assigned by S&DS staff, riders may be entitled to receive 2-12 round trips per month for non-medical needs. Reimbursable trip rates are \$35 and \$60 based on program tier. The NMT services have previously been provided by LTD via agreement 174479 (2022-29), last amended on December 31, 2023. Staff recommendation is to continue providing waived non-medical transportation service to eligible K-Plan Medicaid members.

**Attachments:**

- (1) Resolution No. 2026-03-18-10

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

**Proposed Motion:** I move to adopt Resolution No. 2026-03-18-11. authorizing the Chief Executive Officer to enter into a contract with the Oregon Department of Human Services for the purpose of providing non-medical transportation services.



**RESOLUTION NO. 2026-03-18-11**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT WITH THE OREGON DEPARTMENT OF HUMAN SERVICES FOR THE PURPOSE OF PROVIDING NON-MEDICAL TRANSPORTATION SERVICES.**

**WHEREAS**, LTD has historically partnered with the Oregon Department of Human Services to provide waived non-medical transportation services;

**WHEREAS**, Medicaid K-Plan consumers remain in need of waived non-medical transportation services;

**WHEREAS**, LTD's approved Fiscal Year 2026 Budget includes funding for waived non-medical transportation services;

**WHEREAS**, pursuant to LTD resolution No. 2024-08-21-023, 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

The Chief Executive Officer, or designee, is hereby authorized to: (a) negotiate and enter into intergovernmental agreement with the Oregon Department of Human Services for the purpose of providing waived non-medical transportation in an amount not to exceed \$1,750,000; 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 MARCH, 2026.**

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Susan Cox, Board President